

*AGENDA*  
**BRIDGEWATER TOWN COUNCIL**  
May 14, 2024

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

- 7:00 p.m.     **Joint Public Hearing: Comprehensive Plan – Remaining Modules**
- 7:08 p.m.     **Call to Order and Invocation: Mayor Ted W. Flory**
- 7:10 p.m.     **Visitors** \_\_\_\_\_
- 7:15 p.m.     **Minutes of previous meeting: Ms. Morgan Shirkey**
- 7:16 p.m.     **Finance and Ordinance Committees:**
- 1. Finance: Dr. Bill Miracle
    - a. Treasurer’s Report for the month of April
    - b. Bills for the month of April
    - c. Fiscal 2025 Financial Ordinance (O-190-6)
    - d. Outstanding Accounts
  - 2. Ordinance Committee: Mr. Steven Schofield
- 7:24 p.m.     **Administrative Report: Mr. J. Jay Litten**
- 1. Trespassing Ordinance Revision (O-190-7)
- 7:29 p.m.     **Public Works and Recreation Commission:**
- 1. Public Works: Mr. Fontaine Canada & Ms. Megan Byler
    - a. Storm Damage
    - b. Oakdale Park Paving
  - 2. Recreation Commission: Ms. Stephanie L. Curtis & Ms. Megan Byler
- 7:34 p.m.     **Community Relations and Economic Development:**
- 1. Community Relations: Mr. Travis Bowman
    - a. Bat-Report on Touch-a-Truck
  - 2. Economic Development: Mr. Jim Tongue
- 7:36 p.m.     **Closed Session**
- 8:00 p.m.     **Mayor’s Report**
- 8:04 p.m.     **Adjournment**

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

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

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

# MINUTES

## BRIDGEWATER TOWN COUNCIL

April 9, 2024

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

*Absent: Mayor Ted W. Flory.*

The Bridgewater Town Council met in regular session on Tuesday, April 9, 2024, at Sipe Center, 100 North Main Street, Bridgewater, Virginia.

**Call to Order:** Vice Mayor Canada called the Council to order at 7:01 p.m.

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

**Visitors:**

1. Heather Benin (603 West Bank Street, owner of Sugar & Bean) spoke again about the concerns mentioned last month over the Generations Park restaurant drive-thru concept and the apparent discrepancy between VDOT and the Town. Ms. Benin spoke again after Mr. French, below, to clarify points about the treatment of her business, but it is noted here instead.
2. Matt Benin (603 West Bank Street) raised concerns about the lease for the Generations Park restaurant as well as concerns about Town business.
3. Kate Dolan raised concerns about the proposed reduction in administrative hours in the police department after the retirement of an administrative officer there, and questioned how case information was conveyed to her.
4. Larry French (4035 Cannery Woods Drive) noted that the Town is only trying to find a decent tenant for the Generations Park space and stated that competition is a factor in business and should not be the deciding factor on what goes in the Generations Park space.
5. Josiah Schulz (114 Northshore Drive) has concerns about the longevity planning for the Generations Park space and would like more flare and not just another coffee shop.

**Minutes:** Ms. Morgan Shirkey

March minutes were approved as presented.

**Finance:** Dr. William D. Miracle

Dr. Miracle asked Mr. J. Jay Litten to speak about the “rainy day” fund, as well as the Grove and College Parking lot. Mr. Litten stated that the “rainy day” fund has just reached \$1,000,000 and that we are very happy we have reached this level in reserves, and we hope to keep adding to it. He also said that a large portion of the Grove and College parking lot is being paid for by funds from the Chesapeake Bay Trust due to the lot’s usage for stormwater management.

1. **March Treasurer’s Report (Attached).** Out of an abundance of caution as to whether the Treasurer’s Report had been formally accepted for submission to audit, it was expressly handled at the end of the meeting but is noted here for continuity of the finance report.

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

1. March Bills (Attached).

*Mr. Schofield moved to appropriate and authorize the payment of March bills in the amount of \$356,978.57 and to ratify the earlier payment of bills totaling \$414,840.65, all as reviewed and approved by Town staff and the Finance Committee Chairman. Seconded by Mr. Bowman. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Canada, Tongue, Curtis. Those voting nay: None. Absent: Flory.*

2. Property Tax Rate Ordinance.

*Mr. Schofield moved to approve the Property Tax Rate Ordinance (O-190-4). Seconded by Mr. Bowman. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Canada, Tongue, Curtis. Those voting nay: None. Absent: Flory.*

**Ordinance:** Mr. Steven A. Schofield

No report was submitted.

**Administrative Report:** Mr. J. Jay Litten

1. Budget Book. The annual budget book went to print today, and we hope to have it in the mail to residents later this week before the budget hearing in two weeks.

2. Convocation Hall Update. The sense we gathered was that the Council wasn't quite ready to build this, so we did not seek Congressionally Directed Spending at this time. We will spend a year drilling down on the details and seeing exactly what we need to build and how cheaply we can build it well. USDA Rural Development saw Harrison Park as federally protected wetlands, but the architects came out, looked, and took soil samples and feel they can prove the area is not wetlands. Mr. Tongue and Mr. Schofield questioned whether the USDA might be working off old information where the river used to come closer to Harrison Park, as well as in times of flood.

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

1. Riverwalk Phase II Update. Partners is almost finished with their work on Riverwalk Phase II, and then our Town maintenance department will go in with finishing touches such as putting a bench back here and there, exercise equipment put back, and a few other small repairs.

2. Grove and College Parking Lot. This project is moving faster than expected. Lines are painted, curb stops are in place, and there is just a little bit left to do before this project is complete in a few weeks. Mr. Canada asked about the large drop over near the Macado's building, and Ms. Byler and Mr. Wilmer clarified that there is some work for that area with a transition area between the lot and the patio area for Macado's.

3. Main Street Paving. We previously paved Main Street from Green Street south to the bridge, now we're going to be paving from Green Street north to DORM, skipping the freshly paved DORM area, and paving north to Oakwood Drive.

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

1. Updated Mini-Golf and Par-3 Opening Dates. We opened Mini-Golf on Saturday, with wind and cold, but had a great turnout with the warm weather on Sunday. The Par-3 course will open on April 27<sup>th</sup>, as we continue to repair the course after the vandalism a few weeks ago.

**Community Relations:** Mr. Travis Bowman

1. Touch a Truck Event. Our annual Touch a Truck event is being combined with the police department's annual bike rodeo at Oakdale Park on May 11 from 12 p.m. to 2 p.m. Officers will have a bike course and tips on bicycle safety, and there will be lots of equipment for families to enjoy. To

make it extra special, there will be an appearance of the Batmobile.

**Economic Development Committee:** Mr. Jim Tongue

No report was submitted.

**Mayor's Report:** Vice Mayor A. Fontaine Canada

1. Monthly Police Report.

**Adjournment – 7:52 p.m.**

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A. Fontaine Canada, Vice Mayor

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Morgan Shirkey, Clerk

# MINUTES BRIDGEWATER TOWN COUNCIL

April 23, 2024

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

*Absent: William D. Miracle*

The Bridgewater Town Council met in a special session on Tuesday, April 23, 2024, following public hearings on the annual budget and proposed utility rates, at Sipe Center, 100 North Main Street, Bridgewater, Virginia.

**Call to Order:** Mayor Flory called the Council to order at 7:32 p.m.

**Utility Rate Ordinance:** Mayor Flory noted that the Council had before them the proposed Utility Rate Ordinance that needed to be handled this evening, and that Council had gotten a chance to see the draft ahead of time. The ordinance sets the utility rates with a 5.19% increase as laid out in the FY2025 budget, and sets the water and sewer connection fees, as well as the stormwater utility fees.

*Mr. Schofield moved to approve the Utility Rate Ordinance (O-190-5), as presented. Seconded by Mr. Canada. The motion carried unanimously as follows: Those voting aye: Schofield, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: Miracle.*

**Adjournment – 7:34 p.m.** There being no further business, the special meeting was adjourned.

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Ted W. Flory, Mayor

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Morgan Shirkey, Clerk

# RECORD OF PUBLIC HEARING

## TOWN OF BRIDGEWATER, VIRGINIA Fiscal Year 2025 Budget and Related Issues

April 23, 2024

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

*Absent: William D. Miracle*

On Tuesday, April 23, 2024, at 7:00 p.m., the Bridgewater Town Council conducted a public hearing concerning its proposed FY 2025 budget and related issues.

Town Manager J. Jay Litten opened the hearing and welcomed everyone in attendance. He noted that the main topic of discussion is the FY2025 budget, but this is also a simultaneous hearing about the utility rates. Other related issues include no increase in taxes, a 5.19% increase of the aforementioned utility rates based on the Department of Labor's inflation figures, and employee raises on average of 5%.

Mr. Litten explained that our budget is about creating a better life in Bridgewater and proceeded to highlight points in the Budget Book in a slide presentation.

### **Budget Book Highlights:**

- We proposed a utility fee increase of 5.19% for all utilities.
  - We base this on the Department of Labor's inflation figures because we have to be able to keep our infrastructure up to date. Fixing problems is more expensive than prevention.
  - Many of our costs are tied to the same percentage index, though it may end up being a little higher or lower, but our costs are a direct correlation to the figure.
- The "Big Mac Index" equates the all-in cost of living in Bridgewater with an internationally known item, the Big Mac. In illustration of the point, Big Macs were handed out to all attendees.
  - The current cost of living in Bridgewater is 0.75 Big Macs per household per day.
  - Last year we were at 0.73 Big Macs, but McDonald's here in Town didn't increase the cost of their Big Mac this year so we lost a little ground.
- Riverwalk is in a planning year for FY25. We will be designing Phase III, running from Edgebriar east along East Riverside Drive, around a few houses that were not comfortable giving an easement for the path, and ending near the Bridgewater College softball field. We will use the existing sidewalk in the area around those homes, but make it clear it's part of Riverwalk.
- We have improved the pedestrian signals at all our signaled crossings, and networked our northernmost four stoplights which are now driven by sensors and AI. We're planning to take some of our VDOT funds for this year and network the southernmost two stoplights—Dinkel and College Street—and plug them into the AI as well.
- There are no funds in the budget for the Midtown Connector for FY 2025, but we wanted to note it so we keep it front and center. We think it's a project that will really benefit the traffic and the area, and we have already seen improvements there with the office/coffee shop going in, and the art place opening soon.
- Our tax system asks visitors to help pay the bills of the Town. We break it down into residents, visitors, and businesses/institutions. Residents pay approximately 29% of taxes, visitors 31% and institutions about 41%--which is 101%, but the point is that it is not just residents paying taxes here.

- Last year we built a pond in Oakdale Park for TMDL purposes, but we managed to make it a feature. We put fish in it, and they'll spend 2024 growing. We're now repaving the area we damaged while putting in the pond, and we're going to pave deeper into the park as well. We are also planning to install soccer goals on the soccer field, and one of them will have football goalposts so people can make use of that as well.
- Debt retirement—we have now paid off the land that houses the Town shop, Smiley's, Sentara, and the rescue squad. This is a behind-the-scenes part of our budget that is still very important. We also have paid off the loan for the 2<sup>nd</sup> water tank at the Water Treatment Plant.
- The Breezewood Vault holds the equipment required to get water to those people who live above the water treatment plant. The engineering on this is surprisingly difficult, and it's at the point that we need to start with a clean slate. One of our trusted engineers is going to design a new system for us to implement so that those on Breezewood have reliable water pressure.
- Our sanitation fees are going to increase by the CPI for water, sewer, and trash.
  - Waste Management costs to us will go up by 5.19% approximately.
  - Landfill fees to us are going up 7%, but this book reflects a smaller increase because we got the increase notice after we froze our budget numbers.
- The IDA is extremely important and currently holds some land that was conveyed to them because they have more tools to rent property, et cetera.
  - The IDA can assist 501(c)(3) charities in financing projects. This benefits us, as the IDA can authorize 501(c)(3)s to get loans at a better rate and each time the borrower makes a payment on their loan, a tiny portion comes to us and continues to add up and allows the IDA to have a budget to work with.
  - We could see some revenue growth, and we'll be working on this behind the scenes to see if we can make some additional funds with the IDA while also helping 501(c)(3)s.
  - We've helped Bridgewater Retirement Community, Bridgewater College, EMU, and the JMU Foundation over the years. They don't have to be local.
- The Finance Committee Chair's letter was highlighted, and Mr. Litten commended it all for attention.
- QR codes on the back of the Budget Book provide more information about the Buzz, the B-Conomist, and Convocation Hall.

**Comments/Questions:**

There were no questions addressed to Mr. Litten or the Council.

The public hearing was adjourned at 7:32 p.m.

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Morgan Shirkey, Clerk

**TOWN OF BRIDGEWATER- CUMULATIVE MONTHLY FINANCE SUMMARY**

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2023-2024	ESTIMATED		ACTUAL			CASH IN BANK	NOTES
	REVENUE	EXPENSES	DIFFERENCES	REVENUE	EXPENSES		
1 Month (Jul 31)	1755	1227	528	1862	1387	475	3944
2 Months (Aug 31)	2542	2044	498	2733	2736	(3)	3501
3 Months (Sep 30)	3446	3009	437	3863	3959	(96)	3424
4 Months (Oct 31)	4186	3915	271	4638	4774	(136)	3407
5 Months (Nov 30)	5083	4893	190	5687	5523	164	3749
6 Months (Dec 31)	6277	5876	401	6781	6393	388	4002
7 Months (Jan 31)	7030	6533	497	7703	7382	321	3975
8 Months (Feb 28)	7721	7170	551	8463	8133	330	4013
9 Months (Mar 31)	8698	8360	338	9799	9421	378	4090
10 Months (Apr 30)	9354	9032	322	10462	10368	94	3861
11 Months (May 31)	10130	9766	364			0	
12 Months (Jun 30)	10998	10998	0			0	

**TOWN OF BRIDGEWATER**

**Revenues and Expenditures**  
For the Month Ended April 30, 2024

	<u>Budget</u> <u>For Year</u>	<u>Estimated</u> <u>for 10 Months</u>	<u>Actual</u> <u>for 10 Months</u>
<b><u>Revenues and Other Sources</u></b>			
General Property Taxes	486,900.00	486,900.00	457,678.46
Other Local Taxes	2,823,450.00	2,273,010.00	2,303,540.23
Local Fees	111,400.00	108,450.00	121,001.76
Permits	10,400.00	8,675.00	3,254.60
Fines & Forfeitures	16,300.00	13,550.00	97,365.16
Revenue from Services	169,700.00	154,450.00	150,642.61
Revenue from the Use of Money & Property	177,700.00	157,850.00	595,533.26
Sipe Center	228,900.00	201,750.00	212,181.61
Miscellaneous	95,400.00	68,400.00	150,053.16
Categorical Aid	1,388,392.00	1,137,292.00	1,761,923.33
Proceeds from Financing	0.00	0.00	0.00
Funds Carried Forward(General Fund)	984,097.00	984,097.00	984,097.00
Stormwater Management	181,301.00	151,050.00	150,768.49
Sanitation	650,200.00	541,825.00	544,789.67
Water	1,375,900.00	1,153,800.00	1,086,799.71
Sewer	2,297,900.00	1,913,225.00	1,842,133.59
Totals:	<u>10,997,940.00</u>	<u>9,354,324.00</u>	<u>10,461,762.64</u>
<b><u>Expenditures</u></b>			
Town Council	44,466.00	22,633.00	25,045.33
Manager's Office	583,126.00	493,576.00	498,696.65
Legal Services	33,000.00	27,500.00	47,276.95
Independent Auditor	55,650.00	55,650.00	41,200.00
Treasurer's Office	276,644.00	236,294.00	251,979.22
Police Department	1,132,881.00	978,756.00	993,648.56
Volunteer Fire & Rescue Squad	30,000.00	15,000.00	15,000.00
Public Works Department	250,288.00	204,338.00	246,456.99
Highways, Streets, Sidewalks	1,019,312.00	601,787.00	1,114,046.99
Street Lights	97,215.00	81,000.00	99,219.84
General Properties	639,490.00	535,765.00	1,232,955.41
Parks	739,561.00	656,953.00	1,065,731.03
Recreation	260,767.00	218,239.00	308,437.17
Community Development	317,226.00	239,269.00	165,170.39
Sipe Center	358,986.00	306,679.00	333,856.15
Economic Development	47,706.00	40,256.00	59,990.37
Insurance	135,000.00	101,250.00	120,272.00
Fund Balance	367,700.00	264,750.00	308,788.58
Bad Debts	0.00	0.00	0.00
Debt Service	297,863.00	224,644.00	231,662.11
Storm Water Management	590,050.00	527,775.00	315,365.86
Sanitation & Waste Removal	791,294.00	687,194.00	614,351.61
Water Treatment	754,717.00	635,367.00	517,866.41
Water Distribution	821,686.00	708,386.00	491,357.59
Sewer Department	1,353,312.00	1,168,763.00	1,269,703.01
Totals:	<u>10,997,940.00</u>	<u>9,031,824.00</u>	<u>10,368,078.22</u>
Excesses (Deficiency of Revenue Over Expenditures)	<u>0.00</u>	<u>322,500.00</u>	<u>93,684.42</u>

**STATEMENT OF REVENUES**

For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	Estimated	Actual	Estimated	Actual
<b><u>General Property Taxes</u></b>				
Personal Property Taxes	0.00	971.43	382,500.00	350,995.92
Personal Property Taxes(State Portion)	0.00	0.00	102,000.00	102,034.14
Penalties and Interest on Taxes	0.00	196.34	2,400.00	4,648.40
<b>Total:</b>	<b>0.00</b>	<b>1,167.77</b>	<b>486,900.00</b>	<b>457,678.46</b>
<b><u>Other Local Taxes</u></b>				
Local Sales & Use Taxes	26,475.00	31,173.32	264,750.00	308,815.66
Communications Tax	5,300.00	5,078.26	52,900.00	50,136.44
Consumption Tax	1,835.00	1,953.82	18,335.00	20,935.77
Consumer's Utility Taxes	63,000.00	56,186.03	629,900.00	652,984.32
Cigarette Tax	10,025.00	2,723.20	40,100.00	13,570.58
Business License Taxes	11,700.00	14,152.67	242,750.00	259,706.18
Transient Occupancy Tax	1,275.00	1,406.18	5,100.00	11,327.70
Vehicle Rental Tax	825.00	53.75	8,325.00	855.78
Bank Stock Taxes	0.00	0.00	0.00	2,880.85
Meals Tax	135,000.00	133,857.32	1,010,850.00	982,326.95
<b>Total:</b>	<b>255,435.00</b>	<b>246,584.55</b>	<b>2,273,010.00</b>	<b>2,303,540.23</b>
<b><u>Local Fees</u></b>				
Motor Vehicle License Fee	0.00	630.00	89,700.00	93,200.47
Right-of Way Fees	1,475.00	1,929.66	14,750.00	12,701.29
Passport Application Fees	1,000.00	1,555.00	4,000.00	15,100.00
<b>Total:</b>	<b>2,475.00</b>	<b>4,114.66</b>	<b>108,450.00</b>	<b>121,001.76</b>
<b><u>Permits</u></b>				
Zoning, Erosion Permits	875.00	402.30	8,675.00	3,254.60
<b>Total:</b>	<b>875.00</b>	<b>402.30</b>	<b>8,675.00</b>	<b>3,254.60</b>
<b><u>Fines &amp; Forfeitures</u></b>				
Fines & Forfeitures	1,350.00	10,852.05	13,550.00	97,365.16
<b>Total:</b>	<b>1,350.00</b>	<b>10,852.05</b>	<b>13,550.00</b>	<b>97,365.16</b>
<b><u>Revenue from Services</u></b>				
Rental Fees - Generation Park	0.00	0.00	122,400.00	120,583.56
Rental Fees - Mini Golf & Par 3	1,925.00	4,041.00	32,050.00	30,059.05
<b>Total:</b>	<b>1,925.00</b>	<b>4,041.00</b>	<b>154,450.00</b>	<b>150,642.61</b>
<b><u>Sipe Center</u></b>				
Concessions	5,325.00	3,054.45	53,250.00	51,135.69
Live Performances	6,000.00	13,283.67	101,500.00	101,753.62
Sponsorships	0.00	0.00	22,000.00	27,000.00
Movies	2,000.00	2,075.72	20,000.00	26,802.30
Space Rental	500.00	125.00	5,000.00	5,490.00
<b>Total:</b>	<b>13,825.00</b>	<b>18,538.84</b>	<b>201,750.00</b>	<b>212,181.61</b>
<b><u>Revenue from use of Money &amp; Property</u></b>				
Interest on Bank Deposits	5,175.00	15,847.81	51,750.00	133,952.09
Rental of General Property/Shelters	1,000.00	2,630.00	8,000.00	18,982.00
Rental of Tennis Facilities	1,925.00	1,288.08	19,250.00	18,901.34
Sale of Vehicles	0.00	0.00	0.00	0.00
Sale of Material & Supplies	725.00	1,900.00	7,250.00	27,000.00
Sale of Real Estate	0.00	0.00	0.00	300,000.00
Public Communication Service Rent	14,250.00	(6,338.36)	71,600.00	96,697.83
<b>Total:</b>	<b>23,075.00</b>	<b>15,327.53</b>	<b>157,850.00</b>	<b>595,533.26</b>
<b><u>Miscellaneous/Donations</u></b>				
Miscellaneous	1,100.00	4,176.71	11,000.00	77,393.03
Gifts & Donations from Private Sources	0.00	200.00	750.00	10,591.33
Cemetery Lots	0.00	0.00	0.00	750.00
Classes, Camps, Festivals	0.00	(565.00)	2,500.00	6,307.00
Brick Donations	0.00	195.30	0.00	195.30
Town of Mt. Crawford	0.00	0.00	54,150.00	54,816.50
Town of Dayton	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>1,100.00</b>	<b>4,007.01</b>	<b>68,400.00</b>	<b>150,053.16</b>

**STATEMENT OF REVENUES**  
For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<b><u>Categorical Aid</u></b>				
VDOT Secondary Maintenance	0.00	0.00	477,975.00	560,374.62
VDOT Primary Maintenance	0.00	0.00	159,300.00	191,139.93
Overweight Permit Fee Revenue	0.00	0.00	300.00	475.23
VDOT Reconciliation Funds	0.00	0.00	0.00	140,178.15
Riverwalk Grant	0.00	0.00	177,480.00	10,661.82
Crosswalk Improvement Grant	0.00	0.00	0.00	93,023.95
Gen-Oak Connector Grant	0.00	0.00	202,512.00	311,420.38
Law Enforcement Assistance Funds	0.00	0.00	115,725.00	121,749.00
Misc. Grants	0.00	0.00	0.00	308,085.00
Police Grants	0.00	0.00	0.00	18,594.25
Litter Control Grant	0.00	0.00	4,000.00	6,221.00
<b>Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>1,137,292.00</u>	<u>1,761,923.33</u>
<b><u>Proceeds from Financing</u></b>				
Short Term Financing	0.00	0.00	0.00	0.00
Capital Financing	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b><u>Funds Carried Forward</u></b>				
Funds Carried Forward	0.00	0.00	984,097.00	984,097.00
<b>Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>984,097.00</u>	<u>984,097.00</u>
<b>Total Revenue General Fund:</b>	<u>300,060.00</u>	<u>305,035.71</u>	<u>5,594,424.00</u>	<u>6,837,271.18</u>

**STATEMENT OF REVENUES**  
For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<b><u>Stormwater Management</u></b>				
Monthly Utility Fee	15,100.00	15,092.21	151,050.00	150,768.49
Stormwater Admin Fees	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>15,100.00</u>	<u>15,092.21</u>	<u>151,050.00</u>	<u>150,768.49</u>
<b><u>Sanitation Revenue</u></b>				
Refuse Collection Charges	50,075.00	50,792.64	500,825.00	507,094.22
Recycling/Vegetation Recycling Fees	3,050.00	3,122.00	30,550.00	31,138.80
Recycle Reimbursement	1,050.00	457.30	10,450.00	6,556.65
<b>Total:</b>	<u>54,175.00</u>	<u>54,371.94</u>	<u>541,825.00</u>	<u>544,789.67</u>
<b><u>Water Revenue</u></b>				
Charges of Services	93,775.00	71,898.85	1,046,750.00	1,001,700.78
Connection Fees	8,550.00	11,324.88	85,550.00	59,638.76
Penalties	2,150.00	1,954.67	21,500.00	25,460.17
Bad Debt	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>104,475.00</u>	<u>85,178.40</u>	<u>1,153,800.00</u>	<u>1,086,799.71</u>
<b><u>Sewer Revenue</u></b>				
Charges for Services	158,575.00	167,730.17	1,671,850.00	1,724,424.80
Connection Fees	22,175.00	33,218.24	221,825.00	92,102.28
Penalties	1,900.00	1,742.97	19,050.00	23,830.79
Proceeds from Capital Financing	0.00	0.00	0.00	0.00
Sewer Surcharge	0.00	0.00	0.00	345.72
HRRSA Board Contribution	100.00	260.00	500.00	1,430.00
<b>Total:</b>	<u>182,750.00</u>	<u>202,951.38</u>	<u>1,913,225.00</u>	<u>1,842,133.59</u>
<b>Total Revenue Enterprise Funds:</b>	<u>356,500.00</u>	<u>357,593.93</u>	<u>3,759,900.00</u>	<u>3,624,491.46</u>
<b>TOTAL REVENUE:</b>	<u>656,560.00</u>	<u>662,629.64</u>	<u>9,354,324.00</u>	<u>10,461,762.64</u>

<b>Cash in the Bank</b>	<b><u>Mar 31, 2024</u></b>	<b><u>Apr 30, 2024</u></b>
	<u>1,024,701.16</u>	<u>1,060,473.16</u>
	<u>1,560,743.92</u>	<u>1,567,984.88</u>
	<u>174.17</u>	<u>175.04</u>
	<u>1,504,666.81</u>	<u>1,231,921.78</u>
	<u>100.00</u>	<u>100.00</u>
<b>Total:</b>	<u>4,090,386.06</u>	<u>3,860,654.86</u>

**Comparative Statement of Appropriations with Expenses**

For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	Estimated	Actual	Estimated	Actual
<b><u>Town Council</u></b>				
Personal Services	0.00	51.57	20,096.00	20,329.77
Fringe Benefits	0.00	5.35	1,537.00	1,543.21
Other Charges	100.00	1,651.28	1,000.00	3,172.35
<b>Total:</b>	<b>100.00</b>	<b>1,708.20</b>	<b>22,633.00</b>	<b>25,045.33</b>
<b><u>Manager's Office</u></b>				
Personal Services	33,375.00	33,126.23	370,303.00	364,277.63
Fringe Benefits	8,650.00	10,556.21	95,773.00	102,738.25
Contractual Services	1,650.00	1,327.03	16,650.00	12,299.42
Other Charges	1,100.00	441.65	10,850.00	19,381.35
Capital Outlay	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>44,775.00</b>	<b>45,451.12</b>	<b>493,576.00</b>	<b>498,696.65</b>
<b><u>Legal Services</u></b>				
<b>Total:</b>	<b>2,750.00</b>	<b>2,890.48</b>	<b>27,500.00</b>	<b>47,276.95</b>
<b><u>Independent Auditor</u></b>				
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>55,650.00</b>	<b>41,200.00</b>
<b><u>Treasurer's Office</u></b>				
Personal Services	14,200.00	14,821.22	158,145.00	163,787.62
Fringe Benefits	4,450.00	5,570.59	49,199.00	56,707.29
Contractual Services	1,100.00	759.21	24,800.00	25,132.88
Other Charges	425.00	53.03	4,150.00	6,351.43
Capital Outlay	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>20,175.00</b>	<b>21,204.05</b>	<b>236,294.00</b>	<b>251,979.22</b>
<b><u>Volunteer Fire &amp; Rescue</u></b>				
Fire & Rescue/Donations	0.00	0.00	15,000.00	15,000.00
Fire Program Funds	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>15,000.00</b>
<b><u>Police Department</u></b>				
Personal Services	51,225.00	51,870.06	570,211.00	553,937.74
Personal Services (overtime)	2,125.00	1,179.68	25,750.00	25,399.86
Fringe Benefits	14,950.00	18,979.32	165,320.00	186,611.84
Auto Repair	925.00	2,314.36	9,150.00	14,080.68
Gas, Oil, Tires, etc.	1,925.00	2,056.14	19,175.00	21,755.33
Contractual Services	3,000.00	3,469.74	50,000.00	46,604.39
Other	2,900.00	2,647.57	29,150.00	33,380.70
Capital Outlay	0.00	0.00	110,000.00	111,878.02
<b>Total:</b>	<b>77,050.00</b>	<b>82,516.87</b>	<b>978,756.00</b>	<b>993,648.56</b>
<b><u>Public Works Department</u></b>				
Personal Service	13,575.00	16,181.51	150,820.00	164,334.10
Fringe Benefits	3,650.00	5,676.90	40,518.00	56,297.77
Contractual Services	800.00	1,656.74	11,350.00	23,532.99
Other	175.00	569.82	1,650.00	2,292.13
Capital Outlay	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>18,200.00</b>	<b>24,084.97</b>	<b>204,338.00</b>	<b>246,456.99</b>

**Comparative Statement of Appropriations with Expenses**

For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<b><u>Highways, Streets, Bridges &amp; Sidewalks</u></b>				
Personal Services	9,525.00	6,100.53	106,963.00	96,800.39
Fringe Benefits	4,400.00	3,714.86	48,799.00	42,704.63
Contractual Services	3,175.00	1,724.17	76,675.00	187,072.43
Street Paving	0.00	0.00	0.00	193,238.72
Capital Outlay(Equipment)	0.00	0.00	0.00	52,065.04
Other Charges	4,150.00	4,488.98	41,650.00	49,481.49
Light Bridge	0.00	0.00	0.00	22,854.74
Gen-Oak Connector	0.00	0.00	277,700.00	259,279.03
SGR Funding	0.00	0.00	0.00	901.11
Capital Outlay	0.00	0.00	50,000.00	209,649.41
<b>Total:</b>	<b>21,250.00</b>	<b>16,028.54</b>	<b>601,787.00</b>	<b>1,114,046.99</b>
<b><u>Street Lights</u></b>				
<b>Total:</b>	<b>8,100.00</b>	<b>8,394.74</b>	<b>81,000.00</b>	<b>99,219.84</b>
<b><u>General Properties</u></b>				
Personal Services	18,800.00	19,964.41	210,056.00	196,899.84
Fringe Benefits	7,125.00	6,848.28	79,034.00	72,334.47
Contractual Services	7,100.00	22,193.92	70,850.00	155,853.72
Other Charges	2,575.00	1,614.65	25,825.00	24,828.09
Capital Outlay	0.00	18,739.00	150,000.00	783,039.29
<b>Total:</b>	<b>35,600.00</b>	<b>69,360.26</b>	<b>535,765.00</b>	<b>1,232,955.41</b>
<b><u>Parks</u></b>				
Personal Services	14,350.00	21,966.80	160,753.00	213,588.75
Fringe Benefits	6,200.00	6,346.37	68,600.00	66,341.82
Contractual Services	7,500.00	4,114.06	75,000.00	135,810.10
Other Charges	4,250.00	7,294.78	42,500.00	50,565.38
Capital Outlay - Riverwalk	0.00	101,020.90	261,100.00	420,895.21
Capital Outlay ( or Contingency)	0.00	2,780.14	9,000.00	138,294.35
Capital Outlay/Equipment	0.00	0.00	40,000.00	40,235.42
<b>Total:</b>	<b>32,300.00</b>	<b>143,523.05</b>	<b>656,953.00</b>	<b>1,065,731.03</b>
<b><u>Recreation</u></b>				
Personal Services	9,825.00	11,596.16	110,250.00	144,896.11
Fringe Benefits	2,964.00	3,168.59	32,914.00	31,818.33
Contractual Services	4,625.00	4,524.76	50,750.00	87,932.74
Other Charges	2,075.00	2,622.95	20,825.00	46,044.66
Classes & Camps	0.00	0.00	3,500.00	(2,254.67)
Capital Outlay	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>19,489.00</b>	<b>21,912.46</b>	<b>218,239.00</b>	<b>308,437.17</b>

**Comparative Statement of Appropriations with Expenses**

For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<b><u>Community Development</u></b>				
Personal Services	4,575.00	121.74	50,385.00	22,277.24
Fringe Benefits	1,300.00	9.99	14,416.00	1,884.01
Contractual Services	2,325.00	2,315.82	28,325.00	23,514.12
Other Charges	3,400.00	2,358.44	84,100.00	67,321.05
Festivals	0.00	4,500.00	51,625.00	41,268.00
Entertainment	1,000.00	0.00	9,750.00	7,100.00
Passport Processing Expense	67.00	220.49	668.00	1,805.97
Capital	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>12,667.00</u>	<u>9,526.48</u>	<u>239,269.00</u>	<u>165,170.39</u>
<b><u>Sipe Center</u></b>				
Personal Services	6,525.00	9,324.33	73,007.00	91,542.74
Fringe Benefits	2,275.00	2,567.98	25,193.00	23,971.94
Other Charges	1,700.00	1,312.83	16,700.00	23,137.80
Contractual Services	3,175.00	4,481.73	41,475.00	34,422.77
Concessions	0.00	311.13	0.00	15,291.12
Movies	2,600.00	2,098.25	25,953.00	26,543.58
Live Performances	9,900.00	26,125.00	124,351.00	118,946.20
Capital	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>26,175.00</u>	<u>46,221.25</u>	<u>306,679.00</u>	<u>333,856.15</u>
<b><u>Economic Development</u></b>				
Personal Services	1,975.00	1,730.20	21,683.00	20,372.01
Fringe Benefits	700.00	513.89	7,673.00	5,360.48
Contractual Services	1,000.00	2,921.69	10,000.00	34,093.04
Other Charges	100.00	89.90	900.00	164.84
Capital Improvement	0.00	0.00	0.00	0.00
<b>Total:</b>	<u>3,775.00</u>	<u>5,255.68</u>	<u>40,256.00</u>	<u>59,990.37</u>
<b><u>Insurance</u></b>				
<b>Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>101,250.00</u>	<u>120,272.00</u>
<b><u>Fund Balance</u></b>				
<b>Total:</b>	<u>26,475.00</u>	<u>31,172.04</u>	<u>264,750.00</u>	<u>308,788.58</u>
<b><u>Debt Service</u></b>				
Debt Retirement	26,150.00	29,073.03	156,950.00	162,824.83
Interest Expense	18,550.00	15,628.77	67,694.00	68,837.28
<b>Total:</b>	<u>44,700.00</u>	<u>44,701.80</u>	<u>224,644.00</u>	<u>231,662.11</u>
<b><u>Bad Debt-General Fund</u></b>				
<b>Total:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Expenditures General Fund:</b>	<u>393,581.00</u>	<u>573,951.99</u>	<u>5,304,339.00</u>	<u>6,850,645.16</u>

**Comparative Statement of Appropriations with Expenses**

For the Month Ended April 30, 2024

	For the Month Ended 4/30/24		For the 10 Months Ended 4/30/24	
	Estimated	Actual	Estimated	Actual
<b><u>Storm Water Management</u></b>				
Personal Services	6,450.00	1,179.84	71,857.00	12,985.92
Fringe Benefits	2,025.00	1,135.26	22,243.00	11,552.26
Contractual Services	4,325.00	2,589.82	46,350.00	9,968.66
Other Charges	825.00	0.00	10,825.00	6,040.52
Capital Outlay	0.00	113,666.00	376,500.00	274,818.50
<b>Total:</b>	<b>13,625.00</b>	<b>118,570.92</b>	<b>527,775.00</b>	<b>315,365.86</b>
<b><u>Water Treatment</u></b>				
Personal Services	26,775.00	22,186.43	297,823.00	256,628.59
Fringe Benefits	7,975.00	7,844.48	88,394.00	82,508.25
Contractual Services	22,900.00	23,194.60	229,150.00	165,468.13
Other Charges	2,000.00	868.81	20,000.00	13,261.44
Capital Outlay	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>59,650.00</b>	<b>54,094.32</b>	<b>635,367.00</b>	<b>517,866.41</b>
<b><u>Water Distribution</u></b>				
Personal Services	12,250.00	7,903.69	137,546.00	105,055.06
Fringe Benefits	4,700.00	4,109.47	52,150.00	45,636.13
Contractual Services	7,175.00	10,393.89	135,600.00	121,793.49
Other Charges	7,500.00	6,284.75	75,000.00	57,993.51
Debt Service/Int Expense	0.00	0.00	56,090.00	55,544.20
Capital Outlay	0.00	0.00	252,000.00	105,335.20
Bad Debt-Water	0.00	0.00	0.00	0.00
<b>Total:</b>	<b>31,625.00</b>	<b>28,691.80</b>	<b>708,386.00</b>	<b>491,357.59</b>
<b><u>Sanitation &amp; Waste Removal</u></b>				
Personal Services	10,125.00	9,438.20	113,416.00	91,062.56
Fringe Benefits	4,350.00	3,975.69	48,216.00	41,924.20
Contractual Services	2,350.00	3,577.96	23,428.00	19,850.44
Contractual/Waste Management	23,329.00	24,694.09	233,429.00	238,443.64
Other Services	825.00	528.88	8,325.00	17,435.73
Landfill Fees	11,050.00	9,391.14	110,380.00	97,940.04
Capital Outlay	0.00	0.00	150,000.00	107,695.00
<b>Total:</b>	<b>52,029.00</b>	<b>51,605.96</b>	<b>687,194.00</b>	<b>614,351.61</b>
<b><u>Sewer Department</u></b>				
Personal Services	6,650.00	3,722.94	74,495.00	57,409.26
Fringe Benefits	2,350.00	2,020.89	25,990.00	23,160.10
Contractual Services	2,500.00	2,278.91	25,000.00	27,468.74
Sewer Authority	79,000.00	83,232.17	790,125.00	837,025.66
Other Charges	1,750.00	621.75	17,500.00	23,618.88
Debt Service/Int Expense	28,828.00	28,489.39	164,653.00	157,938.51
Capital Outlay	0.00	0.00	71,000.00	143,081.86
<b>Total:</b>	<b>121,078.00</b>	<b>120,366.05</b>	<b>1,168,763.00</b>	<b>1,269,703.01</b>
<b>Total Expenditures Enterprise Funds</b>	<b>278,007.00</b>	<b>373,329.05</b>	<b>3,727,485.00</b>	<b>3,208,644.48</b>
<b>TOTAL EXPENDITURES:</b>	<b>Total: 671,588.00</b>	<b>947,281.04</b>	<b>9,031,824.00</b>	<b>10,368,078.22</b>
<b>Excess Revenue Over Expenses:</b>	<b>(15,028.00)</b>	<b>(284,651.40)</b>	<b>322,500.00</b>	<b>93,684.42</b>

**BRIDGEWATER INDUSTRIAL DEVELOPMENT AUTHORITY**

**STATEMENT OF REVENUES**

For the Month ended April 30, 2024

	<u>Budget</u> FY'24	<u>Current Month</u> 4/30/2024	<u>Year to Date</u> 7/1/2023 -6/30/2024
IDA Fees	6,000.00	0.00	5,892.60
Interest on Bank Deposits	0.00	0.00	0.00
Lease Proceeds/IDA Property	36,000.00	0.00	12,900.87
Bond /Principal & Interest	0.00	0.00	0.00
Miscellaneous Revenue	0.00	0.00	0.00
Transfer from Reserves	0.00	0.00	0.00
<b>Total:</b>	<u>42,000.00</u>	<u>0.00</u>	<u>18,793.47</u>

**STATEMENT OF EXPENSES**

For the Month ended April 30, 2024

	<u>Budget</u> FY'24	<u>Current Month</u> 4/30/2024	<u>Year to Date</u> 7/1/2023 -6/30/2024
Personal Service	1,000.00	0.00	350.00
Fringe Benefits	0.00	0.00	26.78
Other	0.00	0.00	0.00
Contractual Services	2,000.00	5,092.69	5,844.03
Capital	0.00	0.00	0.00
Legal Service	1,000.00	0.00	4,805.00
Insurance & Bonding	0.00	0.00	0.00
Debt Retirement	19,100.00	5,679.25	15,055.16
Interest Expense	15,100.00	4,603.19	12,313.86
Add to IDA Reserve	3,800.00	0.00	0.00
<b>Total:</b>	<u>42,000.00</u>	<u>15,375.13</u>	<u>38,394.83</u>
 Excess Revenue over Expense		<b>-15,375.13</b>	<b>-19,601.36</b>

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<b>Cash in the Bank- IDA</b>	<b><u>Mar 31, 2024</u></b>	<b><u>Apr 30, 2024</u></b>
United Bank - IDA Checking	31,245.41	15,870.28
<b>Total:</b>	<b><u>31,245.41</u></b>	<b><u>15,870.28</u></b>

TOWN OF BRIDGEWATER  
Accounts to be Written Off -May 2024

Inactive Accounts Receivable-Utilities

NAME	Date		Amount
1 Ampadu, Ceceilia	9/26/22		233.47
2 Barber, Martha C	12/1/22		20.89
3 Cabrera, Melanie & Angel Mendez	1/3/22		360.30
4 Chabrier, Danializ & Trevian Rodriguez	9/14/22		297.02
5 Delvalle Montalvo, Jose Adam	10/18/22	NFA	265.05
6 Evans, Ann & Roy Eppard	9/20/22	NFA	177.39
7 Frye, Jason	7/11/22		65.78
8 Harris, Jennifer	5/2/22	NFA	334.25
9 Hayes, Marisa	6/24/22	NFA	143.88
10 Helmick, Gregory E.	1/18/22		67.89
11 Johns, Chuck	6/22/22		61.58
12 Kennedy, Cheyenne	6/1/22		255.13
13 Latham, Wayne	4/1/22		51.55
14 Loera, Nora Davila	1/3/22		262.20
15 Martinez, Maricriz	2/23/22	NFA	128.76
16 McCall, Marchenka	5/2/22	NFA	145.36
17 Miller, David	11/21/22	NFA	49.27
18 Perryman, Bethany	10/21/22	NFA	53.47
19 Roberts, Nicholas & Brittany Brady	8/1/22		261.76
20 Ruckman, Rebecca & John Johnson	11/7/22		118.04
21 Sanchez, Virginia	6/3/22		51.36
22 Shifflett, Jaidyn & Joshua Whittington	7/20/22		39.82
23 Strother, Ken	2/1/22	NFA	390.31
24 Summers, Twilia & Jamell	3/31/22		88.74
25 Wilson, Melody	9/30/22	NFA	158.96
26 Wimer, Robert	4/22/22	NFA	110.36

**TOTAL: 4,192.59**

NFA - (moved and left leaving no forwarding address)

TOWN OF BRIDGEWATER  
Accounts to be Written Off - May 2024

2019 Personal Property Taxes

1 Barton, Jeffrey Frank	32.79
2 Canales, Jennifer	19.07
3 Cook, Don Reid	1.03
4 Cook, Gary Thomas	32.48
5 Garst, Jennifer & David Healy	49.19
6 Gieseler, Brian Henry	16.60
7 Harris, Paul James McKelvy	14.33
8 Infusion Audio & Video	48.47
9 Intemann, Robert Woodford	31.97
10 Jaber, Mohomad A	14.33
11 Jackson, William Ethan	5.87
12 Knight, Carol Jean	11.34
13 Koepp, Diana Marie	8.14
14 Lambert, Elizabeth Ann	11.03
15 Loreto-Hernandez, Yeril De Jesus	105.19
16 Luis Medina, Michael	27.12
17 Maldonado, Alicia	9.17
18 Michel, Joseph Louis Sr	25.27
19 Moreland, Evangeline Norine	38.05
20 Obeid, Fatima Mohammad Abdeljaber	18.56
21 Payne, Brendan Mackenzie	5.47
22 Potenza, Giuseppe	7.73
23 Reynolds, Sean William	21.97
24 Rozier, Richard D	4.84
25 Santiago Soto, Hector Andres	14.43
26 Sauer, Jacob Earl	9.28
27 Schultz, Jason Robert	7.83
28 Shifflett, David Lee	1.03
29 Tadino, Riobueno Alfonzo	64.45
30 Tagliatela, Christopher R	50.53
31 Ulloa Ulloa, Richard	23.20
32 Wimer, Frances Elaine	9.28
 Tax Total:	 740.04

TOWN OF BRIDGEWATER  
Accounts to be Written Off - May 2024

2019 Vehicle License Fees

1 Barton, Jeffrey Frank	30.00
2 Beery, Frances Priscialla	30.00
3 Canales, Jennifer	30.00
4 Cook, Don Reid	25.00
5 Garst, Jennifer & David Healy	30.00
6 Gieseler, Brian Henry	30.00
7 Harris, Paul James McKelvy	60.00
8 Intemann, Robert Woodford	55.00
9 Jaber, Mohomad A	30.00
10 Jackson, William Ethan	30.00
11 Jury, Jamie Brett	30.00
12 Kinkead, John David	30.00
13 Knight, Carol Jean	30.00
14 Lambert, Elizabeth Ann	30.00
15 Loreto-Hernandez, Yeril De Jesus	30.00
16 Maldonado, Alicia	30.00
17 Michel, Joseph Louis Sr	30.00
18 Moreland, Evangeline Norine	30.00
19 Obeid, Fatima Mohammad Abdeljaber	30.00
20 Potenza, Giuseppe	30.00
21 Smith, Danielle Maria	30.00
22 Tagliatela, Christopher A	30.00
 VLF Total:	 710.00



**TO:** Town Council  
**FROM:** J. Jay Litten, Town Manager  
**DATE:** May 10, 2024  
**RE:** May Staff Report

**Treasurer’s Report**

[Council Action? Yes.]

Our revenue metric appears anemic this month, especially with respect to water revenues. The 76.7% figure, however, is misleading. As part of our lead-and-copper pipe inventory, we offered customers a credit if they could tell us about their service lines. A total of 798 customers participated, and we issued credits of \$22,560. The credits are essentially a contrarevenue, and they have reduced the water-revenue figure from 100.7% to 76.7% this month. So all is well.

	<u>Month</u>	<u>Year</u>
CUT	89.2%	103.7%
MEALS	99.2%	97.2%
<b>CUT+M</b>	<b>96.0%</b>	<b>99.7%</b>
WATER	76.7%	95.7%
SEWER	105.8%	103.1%
<b>W+S</b>	<b>95.0%</b>	<b>100.3%</b>
<b>OVERALL</b>	<b>95.4%</b>	<b>100.0%</b>

Otherwise, the Treasurer’s Report is pretty unremarkable. Aside from water service fees, all our major revenue categories seem fine. The expense categories were also straightforward, although we did pay another \$110k+ for the permeable parking lot at Grove and College. The Chesapeake Bay grant has been exhausted so this payment came from our funds. (The good news is that there is only about \$40k left on the contract.)

**Ordinance Issues**

[Council Action? Yes.]

This month’s agenda contains a revision to § 1-409 of the Town Code, concerning trespassing. The revision would take advantage of a provision in the state code allowing a landowner to designate the police department as his “agent,” so the police can require loiterers to leave the

May 10, 2024

Page 2

property. (Otherwise, the landowner would have to personally demand the loiterer leave or install signage across his property.) Phillip sees this as another small service that the police can provide businesses and other landowners.

Just as a heads-up, next month we will ask you to consider the attached revision to Title 11. The Health Department requires that all water systems have an approved set of policies dealing with “cross-connections” which could theoretically contaminate the water supply. We have updated our rules to meet their most modern requirements and received their approval. In drafting these rules, we have worked hard to find that happy valley between the mountains of “Undue Risk” and “Excessive Burden.” We are pretty pleased with the result. The draft offers a lot of protection without asking very much of very many customers, though it will complicate life for Anna and the crew at the water treatment plant.

Again, the cross-connection ordinance will be next month, but please be thinking about it.

### **Comprehensive Plan Updates**

[Council Action? Not until June.]

Tuesday’s joint public hearing with Planning Commission is regarding updates to four more modules of Bridgewater’s Comprehensive Plan:

- Module 1: Profile of Bridgewater as set forth in Exhibit A of the attached ordinance,
- Module 4: Employment and Commerce as set forth in Exhibit B,
- Module 6: Public Services as set forth in Exhibit C, and
- Module 8: Featured Capital Improvements, as set forth in Exhibit D.

You’ll find the redlined version here in your packet, but for ease of reading, we will remove the redline from the exhibits that will be attached to the final ordinance. We wanted to give you some time to thoroughly review this, so we won’t be expecting a decision on the associated ordinance until June.

## Cross Connection Control Program Order (C3PO)

**§ 11-201. Definitions.** For purposes of this Chapter, the following definitions control the terms used below, except where the context unmistakably indicates otherwise.

As is the case throughout this Code, the masculine includes the feminine (and *vice versa*), the singular includes the plural (and *vice versa*), and the word "person" includes both natural persons and legal entities of every type.

(1) "*Air Gap Separation*": The unobstructed vertical distance through the free atmosphere between the lowest point of the potable water outlet and the flood rim of the receiving vessel. [12VAC5-590-10]

(2) "*Backflow*": The undesirable reversal of flow of water or mixtures of water and other liquids, gases, or other substances into the Waterworks. [12VAC5-590-10]

(3) "*Backflow Prevention Apparatus*" or "*Apparatus*": Any Backflow Prevention Assembly or Backflow Prevention Device.

(4) "*Backflow Prevention Assembly*" or "*Assembly*": A mechanical unit, designed to control various Cross Connections and stop the reversal of flow that includes an inlet and outlet shutoff valve and test cocks to facilitate testing of the assembly. Backflow Prevention Assemblies include the reduced pressure principle Backflow Prevention Assembly, the double check valve Assembly, and the pressure vacuum breaker assembly. [12VAC5-590-10]

(5) "*Backflow Prevention by Separation*": Preventing Backflow by either a sufficient Air Gap or absence of pipes, fittings, or fixtures connecting to the Waterworks.

(6) "*Backflow Prevention Device*": A mechanical unit designed to control Cross Connections and stop the reversal of flow that is not testable because it does not have inlet and outlet shutoff valves or test cocks. A Backflow Prevention Device is not generally designed or constructed to withstand continuous pressure over 12 hours, or to control high hazards. A Backflow Prevention Device generally includes the atmospheric type vacuum breakers and the dual check valve type devices. [12VAC5-590-10]

(7) "*Containment*": A safeguard against backflow into the Waterworks from a consumer's water system by installing an appropriate Any Backflow Prevention Assembly, Backflow Prevention Device, or Backflow elimination method at the Service Connection or downstream of the Service Connection but before any unprotected takeoffs.

**PA Regulation:** "*Containment*" is a strategy designed to limit the contamination of a Cross Connection to a particular premises.

(8) "*Cross Connection*": Any actual or potential link, connection, or physical arrangement, direct or indirect, between used water, an auxiliary water system, or other source of contamination or pollution to the waterworks through which Backflow can occur.

[12VAC5-590-10]

(9) "*Customer*": The Town's utility customer on a piece of real estate.

(10) "*Department*": The Virginia Department of Health, Office of Drinking Water.

(11) "*Determination*": A written finding, which may be brief, based on a preponderance of available evidence.

(12) "*Double Check Valve Assembly*" or "*Double Check Detector Backflow Assembly*": A Backflow Prevention Assembly composed of two single independently acting check valves including tightly closing shutoff valves located at each end of the Assembly and test cocks to facilitate testing of the Assembly, used for low hazard situations. [12VAC5-590-10]

(13) "*Point of Use Isolation*": The prevention of Backflow into a Waterworks from a Customer's water supply system by a Backflow Prevention Device or by Backflow Prevention by Separation at the sources of potential contamination in the Customer's water supply system.

(14) "*Point of Service*": That point where ownership of a water system shifts from the Town to the Customer, typically at the water meter, as described in § 11-109.

(15) "*Premises Plumbing*": That portion of the water system serving a particular premises which is downstream from the Point of Service.

(16) "*Pressure Vacuum Breaker Assembly*": A backflow prevention assembly (i) designed to prevent backsiphonage and used for high hazard or low hazard situations; (ii) composed of an independently operating spring-loaded check valve, an independently operating spring-loaded air-inlet valve, and tightly closing shutoff valves located at each end of the assembly; and (iii) fitted with properly located test cocks to facilitate testing of the assembly.

(17) "*Program Administrator*" or "*PA*": The Town Water Treatment Plant Supervisor.

(18) "*Reduced Pressure Principle Backflow Prevention Device*" or "*RPZ Device*": An approved Apparatus designed to prevent backsiphonage or backpressure Backflow used for high or low hazard situations, composed of a minimum of two independently operating, spring-loaded check valves together with an independent, hydraulically operating pressure differential relief valve located between the two check valves. During normal flow and at the cessation of normal flow, the pressure between these two checks will be less than the supply pressure. The unit must include tightly closing shutoff valves located at each end of the

assembly and be fitted with properly located test cocks.

**(19) "Responsible Party":** The owner of a premises, the owner's tenant if any, and the Town's Customer, if different.

**PA Regulation:** *Generally, a tenant possesses real estate, and a landowner does not. By agreement of a landowner, a tenant, and the PA, the landowner can become the Responsible Party, alone or along with the tenant. Even in the absence of such an agreement, the PA should—and when required, shall—provide copies of notices to the landowner.*

**(20) "Sufficient Risk of Backflow" or "Sufficient Risk":** A potential violation of this Chapter which creates an unreasonable risk of polluting any portion of the Waterworks. An administrative violation alone would not create a Significant Risk.

**(21) "Waterworks":** The waterworks of the Town of Bridgewater, including all structures, equipment, and appurtenances used in the storage, collection, purification, treatment, and distribution of potable water except (i) any piping and fixtures inside the building where such water is delivered (ii) any points downstream of the Point of Service. [12VAC5-590-10]

#### **§ 11-202. Administration.**

**(a)** The Program Administrator shall administer and enforce this program under the supervision of the Assistant Town Manager for Public Works.

**(b)** The Town will review this Chapter not less than every five years and update it as necessary to satisfy the requirements of 12VAC5-590-600(A), et seq. The Town will submit updates to the Department to obtain approval.

**(c)** The PA is authorized to clarify, implement, and enforce this Chapter through appropriate regulation, the violation of which shall be treated as a violation of this Chapter itself.

**PA Regulation:** *Adopted PA Regulations are styled as so.*

#### **§ 11-203. Purposes.** This Chapter is intended to further the following objectives:

**(a)** Preventing contamination of the Waterworks from Premises Plumbing, Cross Connections, or Backflow by requiring appropriate Backflow Prevention Devices or Backflow Prevention by Separation at the Point of Service. Containment has the highest priority.

**(b)** Preventing Backflow of pollution or contamination into the Premises Plumbing by informing the Customer of the shared responsibility for water quality and providing assistance where requested in determining the degree of hazard. Informing Customers of the

need for isolation beyond the Point of Service will be a continuing effort.

(c) Preventing backflow of pollution or contamination into the Waterworks by ensuring that all water meters are equipped with appropriate Backflow Prevention Device in addition to Apparatuses to be installed by Premises Plumbing owners.

#### § 11-204. General Requirements.

##### (a) *Substantive Standards.*

(1) All Responsible Parties shall be responsible for the installation of such Backflow and Cross-Connection prevention Apparatuses as may be required by the Uniform Statewide Building Code or this Chapter.

The USBC and the manufacturer's specifications shall be used to determine the appropriateness of the Backflow Prevention Assembly or Backflow Prevention Device application and shall depend on the degree of hazard that exists or may exist.

(A) *Location.* Generally, required Apparatuses shall be located at the Point of Service, unless otherwise allowed by the PA and the Building Official. If approval to install an Apparatus downstream of the service connection is granted, the Apparatus shall be installed prior to any unprotected takeoffs. [12VAC5-590-610]

Residential irrigation-system Apparatuses may be located at the point of connection between the Premises Plumbing and the irrigation system, but before any irrigation system outlets, controls, or openings.

(B) *Multiple Apparatuses.* The PA or Building Official may require multiple Apparatuses to provide isolation protection for spaces inside of multi-use properties to ensure a potential hazard to the potable water system is not spread to the water system utilized by other occupants of the building.

***PA Regulation:*** *Examples include facilities identified by Department regulations as requiring a Backflow Prevention Assembly at the service connection, but have been located within a multi-use building. Additional examples would also include but not limited to restaurants, medical facilities, veterinarian facilities, nail or hair salons, dry cleaners and commercial laundry equipment, reclaimed or recycled water, solar hot water systems, grocery stores, breweries or beverage processing plants, film laboratories, etc.*

(C) *Installation.* All Apparatuses shall be installed in accordance with the USBC and the manufacturer's instructions. Apparatuses may not be installed in such a manner as to allow them to be bypassed. Apparatuses may not contain openings, outlets, or

vents that are designed to open during Backflow prevention (i) in areas subject to flooding or in pits or (ii) in areas with atmospheric conditions that represent a contamination threat to the potable water supply.

- (2)** No Responsible Party shall construct, operate, or make use of a Premises Plumbing system containing a Cross-Connection to the Waterworks or creating a risk thereof.
- (3)** No premises shall have auxiliary water system while also connected to the Waterworks.
- (4)** Premises having booster pumps or fire pumps connected to the Waterworks shall have the pumps equipped with a pressure sensing device to shut off or regulate the flow to prevent a reduction of pump suction line pressure to less than 20 psi gauge.
- (5)** Where there is potential for thermal expansion to create a backflow into the Waterworks, appropriate devices, approved by the USBC, shall be installed. The particular solution chosen shall be at the discretion of the facility owner and at the expense of the facility owner.
- (6)** Beginning July 1, 2024, all Town water meters shall protect the Waterworks from Backflow with devices meeting ASSE Standard #1024. Such devices do not limit Customers' obligation to install the Apparatuses required by this Chapter.
- (7)** The Town shall maintain acceptable working pressures in the distribution system to reduce the potential for Backflow to occur. The Town shall provide a minimum working pressure of 20 psi gauge at all service connections.

**(b) Standards of Conduct.**

- (1)** No Responsible Party shall bypass, defeat, or impair any Town-installed containment device at the Point of Service or any Cross-Connection or Backflow Prevention Apparatus on the premises.
- (2)** All Responsible Parties shall comply with the PA's requirements in performing assessments under § 11-205.
- (3)** All Responsible Parties shall comply with orders for corrective actions from the Building Official or Program Administrator.

***PA Regulation:*** *The PA will specify a deadline for the completion of corrective actions required under the PA's authority, usually 15-20 days. See § 11-206(a) below.*

- (4)** No Responsible Party or other person shall violate any provision of this Chapter or cause any such provision to be violated. Where the Responsible Party is an artificial

entity, the natural persons having legal responsibility or physical control of the infrastructure in question are charged with the same duties as the Responsible Party.

(5) The violation of paragraph (b)(2) above shall trigger civil penalties under § 11-211. A knowing violation of any other provision of this chapter—or of paragraph (b)(2) after civil penalties have reached their maximum level—shall constitute a Class 2 misdemeanor. constitute a Class 2 misdemeanor.

## § 11-205. Assessments.

### (a) General.

(1) Each Premises Plumbing system will be assessed on a regular basis for Cross-Connection hazards. Assessment may be performed by testing, inspections, questionnaires, or interviews. The frequency and type of assessment is determined by the conditions set out in paragraphs (a)(2) through (a)(4) below.

(2) *Condition Red Situations. Annual Testing for Certain Assemblies.* The following types of Assemblies require annual testing:

- (•) RPZ Assemblies,
- (•) Double Check Valve Assemblies,
- (•) Pressure Vacuum Breaker Assemblies,

Tests shall be performed by a Certified BPD Worker. All test results, whether passing or failing, shall be submitted to the Town on a form (the "Report Form") approved by the PA and must include the following information, as applicable: (i) line pressure, (ii) results of testing, (iii) test method used, (iv) make, model, and serial number of the Assembly tested, (v) date of testing and the signature of the tester. If repairs were made, the test report must also identify (vi) which parts were replaced, (vii) the replacement parts used, (viii) the probable cause of the test failure, and (ix) any preventive measures taken to prevent future failures.

Submission of the Report Form is the responsibility of the tester, in the first instance. Report Forms reflecting an Apparatus failure at any stage of the testing shall be submitted in person or by email no later than 5:00 pm of the next business day after testing. Report Forms not reflecting any failures shall be submitted in person or by email not later than 5:00 pm on the fifth day after testing. The failure to timely file a Report Form reflecting no failures shall constitute a Class 4 misdemeanor; the failure to timely file a Report Form reflecting a failure shall constitute a Class 3 misdemeanor; the filing of a materially false Report Form shall constitute a Class 1 misdemeanor.

**PA Regulation:** Report Forms are to be filed in person at 201 Green Street, and they are to be filed by email at address "enforcement@bridgewater.town."

This obligation to test annually applies even if the Assembly is used in a Condition Orange or Condition Blue situation as described below.

[12VAC5-590-610]

**(3) Condition Amber Situations. Assessment & Followup for High Risks.** Situations within this paragraph (a)(3) are initially assessed with an onsite interview and inspection. The included situations are as follows:

**(A)** A substance is handled in such a manner as to create an actual or potential hazard to a Waterworks (this shall include premises having sources or systems containing process fluids or waters originating from a waterworks which are not under the control of the Town);

**(B)** There exist internal Cross Connections that, in the judgment of the Program Administrator or the Department, may not be easily correctable or have intricate or complex plumbing arrangements that make it impracticable to determine whether or not Cross Connections exist;

**(C)** There are security requirements or other prohibitions or restrictions that prevent the assessment of all potential Cross Connections that may impair the quality of the water delivered;

**(D)** There is a repeated history of Cross Connections having been established or reestablished;

**(E)** There are fire-protection systems, lawn sprinkler systems, or irrigation systems;

**(F)** The Town or the Department makes a Determination that a potential Cross-Connection hazard exists.

**(G)** Booster pumps or fire pumps connected to the Waterworks. Such pumps are not eligible for assessment-by-questionnaire as set out below.

**(H)** Hospitals, mortuaries, clinics, veterinary establishments, nursing homes, and medical buildings;

**(I)** Laboratories;

**(J)** Piers, docks, and waterfront facilities;

- (K)** Sewage treatment plants, sewage pumping stations, or storm water pumping stations;
- (L)** Food and beverage processing plants;
- (M)** Chemical plants, dyeing plants, and pharmaceutical plants;
- (N)** Metal plating industries;
- (O)** Petroleum or natural-gas processing or storage plants;
- (P)** Radioactive materials processing plants or nuclear reactors;
- (Q)** Car washes and laundries;
- (R)** Buildings with commercial, industrial, or institutional occupants served through a master meter;
- (S)** Water loading facilities;
- (T)** Slaughter houses and poultry processing plants;
- (U)** Farms where the water is used for other than household purposes;
- (V)** Commercial greenhouses and nurseries;
- (W)** Health clubs with swimming pools, therapeutic baths, hot tubs, or saunas;
- (X)** Paper and paper-product plants and printing plants;
- (Y)** Pesticide or exterminating companies and their vehicles with storage or mixing tanks;
- (Z)** Facilities that blend, store, package, transport, or treat chemicals, and their related vehicles;
- (AA)** Schools or colleges with laboratory facilities;
- (BB)** Highrise buildings (four or more stories);
- (CC)** Multiuse commercial, office or warehouse facilities; and
- (DD)** Others specified by the Program Administrator or the Department after a Determination that there is a potential backflow or Cross-Connection hazard.

During these onsite interviews, each installed device or separation will be inspected for

appropriateness, proper installation and general appearance. Point-of-Use Isolation protection will be discussed with the Customer. A report will be filed with the Program Administrator with violations noted and recommendations for repair, replacement of existing devices or separations or installation of additional devices.

These evaluations consisting of interviews and inspections will be repeated annually; *provided that*, unless excluded above, the Program Administrator may elect to proceed by annual questionnaire in subsequent years when the premises are believed to be compliant and the results of the initial evaluation are not expected to change.

***PA Regulation:*** *The option to proceed by questionnaire would likely be exercised where the plumbing is not intricate or complex and not expected to be modified and no unexpected change in use of the premises would occur without the Program Administrator being notified.*

**(4) Condition Blue Situations. Normal Risk Situations.** In situations not included in Condition Red or Condition Amber above, the PA shall send a questionnaire to the Contact Person upon a new connection, a change in the Customer, or a Determination that material changes have been made to the Premises Plumbing, and then at intervals of five years thereafter. At the Program Administrator's discretion, an interview may be required in lieu of a questionnaire.

**(b) Assessments by Questionnaire.**

**(1)** Where assessment is to be by questionnaire, a brief form will be sent to Customer.

***PA Regulation:*** *The Program Administrator's current model questionnaire is reproduced [HERE]*

**(2)** The results of the such questionnaires will be reviewed by the Program Administrator. Based on the responses, Cross-Connection-control interviews may be scheduled and appropriate devices or separations required to provide containment or Point-of-Use Isolation where appropriate.

**(c) Assessments by Interview.**

**(1)** Unless this Chapter requires an onsite interview, assessments-by-interview may be by telephone or on the premises. In either event, the interview is to be conducted by a person having appropriate training from the Program Administrator.

**(2)** Available information about the premises to be surveyed will be gathered prior to the interview.

(3) The reasons for Cross-Connection control and Backflow prevention will be explained to the Customer.

(4) Water uses on the premises will be discussed.

(5) Plans for future expansion and possible additional protection requirements will be discussed.

(6) An inspection of the premises may be requested to determine if Point-of-Use Isolation should be installed for the protection of the Premises Plumbing system users.

(7) All information will be recorded and maintained as part of the program records. This will include water uses, assessment of degrees of hazard and diagrams. Degrees of hazard are determined in accord with 12VAC5-590-630.

**PA Regulation:** *Degrees of hazard are controlled by the USBC and 12VAC5-590-630 and summarized in Table 11.1*

(8) The results of the interview with recommendations for containment Devices, separations and Point-of-Use Isolation will be submitted to the Program Administrator for approval. Recommendations for the installation of Apparatuses shall be submitted to the Local Building Official through the Program Administrator for approval.

**PA Regulation:** *Ultimately, the USBC controls the number and nature of Backflow prevention Apparatuses which are required. Therefore, resolution of such issues ultimately lies with the Building Official. The Program Administrator's role is to verify that such apparatuses are operable and also to ensure, to the extent practicable, that there are no actual Cross-Connection or Backflow hazards.*

(d) **Responsible Party Notification.** At least 60 days prior to the due date for a Customer's assessment, the Program Administrator shall provide notice of the upcoming assessment and the reasons therefor.

(e) **Right of Entry.** With consent of the Town Attorney, the PA may enter onto private property to conduct or monitor assessments required by this section, if the PA first finds that such entry is reasonably required to ensure the integrity of the Waterworks.

#### **§ 11-206. Remediation of Violations.**

(a) **Notice of Ongoing Violation.** If the Program Administrator makes a Determination that there is an ongoing violation of this Chapter, the PA shall Provide Notice of the violation to the Responsible Parties. If the Determination contains a finding of a Sufficient Risk of Backflow, the notice will be accompanied by an order under paragraph (b) requiring

correction of the violation. Otherwise, the PA shall allow a reasonable grace period before issuing the order.

**PA Regulation:** *The failure to provide information required for an assessment or to allow an inspection required by § 11-205 is a violation remediable by this section.*

**(b)** After any grace period allowed under paragraph (a), if the violation has not been rectified, the PA shall issue—and Provide Notice of—an order requiring that the corrective measures be taken within a time period to be specified. If the Determination under paragraph (a) finds Sufficient Risk of Backflow, the time period shall be from 12-96 hours from the notice, as the PA determines is reasonable given the potential for harm. Otherwise, the time period will be 15 days.

The order will specify the actions under paragraph (c) below which the PA may take if the correction is not made in a timely manner.

**PA Regulation:** *Not all of these actions are appropriate for all cases, and minor violations call for minor remedies or sanctions. The PA will select among the actions in paragraph (c) based on the degree of culpability, the amount of harm and potential harm, and the need for deterrence of others.*

**(c)** If the corrective measures have not been completed within the period specified in the order, the PA, may

**(1)** Disconnect water service to the premises, if he finds that the violation creates a Significant Risk of Backflow which outweighs any health hazard disconnection would create on the premises. Upon the approval of the Town Attorney, the PA may enter private property to effect the disconnection.

**(2)** Order the installation of containment protection.

**(3)** Impose a civil penalties under § 11-211.

**(4)** Seek injunctive relief through the office of the Town Attorney; or

**(5)** Undertake any combination of the foregoing actions.

Upon the approval of the Town Attorney, the PA may enter private property to take the actions described above.

**(d)** In addition to the actions set out in paragraph (c), in the event of a violation with a Sufficient Risk of Backflow, the PA may take such actions as may be reasonable to test, inspect, or clean the Waterworks. The Responsible Party shall be liable for the Town's cost of taking such actions.

(e) For purposes of this section, the term "Provide Notice" means to mail a document containing the appropriate information to the last known postal addresses of the Responsible Parties and post the document on the front door of the premises. Such notice is effective upon the mailing or the posting, whichever is last to occur.

(f) Nothing in this section limits the Town's authority to enforce this Chapter criminally, except the imposition of a civil penalty under paragraph (c)(3) shall preclude criminal prosecution if the maximum civil penalty has not been reached.

(g) Actions taken by the PA under this section are subject to appeal under the Town's General Administrative Appeal Policy, and exhaustion of such right of appeal is a prerequisite to any judicial action which might otherwise be allowed to a Responsible Party.

**§ 11-207. Application of USBC; Role of Building Official.**

(a) The Building Official will apply USBC Cross-Connection-control provisions at new premises, premises where usage has changed, premises where booster or fire pumps are used, and all others where plumbing modifications occur, and the Building Official will advise the Program Administrator of all such cases.

(b) Required Devices or separations shall be operational prior to issuance of a certificate to occupy. The facility owner is responsible for completing the initial testing of Devices and verification of separations and submitting the test reports to the Program Administrator.

(1) A follow up inspection of all non-residential premises will be performed by a trained program representative within 30 days of occupancy.

(c) If the Program Administrator learns of a potential new fire connection or irrigation system or makes a Determination that an illicit fire connection or irrigation system is in place, he shall consult with the Building Official to ensure compliance with the USBC.

**§ 11-208. Backflow Prevention Device Worker.** Where this Chapter provides for testing, alteration, or repair of Backflow Prevention Assemblies or Backflow Prevention Devices, such testing, alteration, or repair shall be performed by a Backflow Prevention Device Worker, certified as such by the Commonwealth of Virginia tradesman certification program.

**§ 11-209. Records.**

(a) An up-to-date listing of all Customers shall be maintained by the program. The list will contain such of the following information as is known: (i) Owner of premises, (ii) tenant, if any, (iii) The name of the premises, if any, (iv) the Service Address, (v) Phone number, the principal contact person with Jayomorphic ID Number, (vi) the number of service connections, (vii) the size of the service connections, (viii) the latitude and longitude of the

service connections, (ix) a complete record of assessments performed under this § 11-205, and (x) any notices or orders sent under § 11-206, along with records of other enforcement actions.

**(b)** Additionally, if the Premises Plumbing employs (or is required to employ) Backflow Apparatuses or other measures to prevent Backflow or Cross-Connection (collectively "Measures"), the following data shall be maintained to the extent it is known: (xi) Location of the Measure on the premises, (xii) Apparatus manufacturer, model number, serial number, and ASSE number (xiii) Details of Measures other than Apparatuses, (xiv) Any impressions of Measure effectiveness and, (xv) Indications of thermal expansion issues, (xvi) all test reports received, and (xvii) the Degree of Hazard.

**(c)** All such records will be retained at least 10 years and will include copies of original documents.

**§ 11-210. Temporary Connections.** Temporary or emergency service connections to the Waterworks shall be protected with an Apparatus approved by the PA. Such permits may be continuing in nature, so that they need not be re-issued for each use. Permits shall contain such conditions as the PA may decide are reasonably necessary for the protection of the Waterworks.

**§ 11-211. Civil Penalties.** Where civil penalties are authorized in this Chapter, they shall accrue at the rate of \$10 per day, multiplied by the line-size-multiplier set in § 11-304(a) for the premises' water connection, up to a maximum civil penalty of \$3,000, which shall constitute a lien on the title to the premises. Civil penalties are subject to appeal under the Town's General Administrative Appeal Policy, and exhaustion of such right of appeal is a prerequisite to any judicial action which might otherwise be allowed to a Responsible Party.

## **Other Misc Provisions**

**§ 11-305. Connection Expenses and Logistics.**

**(a)** Upon payment of the connection fees established in § 11-304 the Town will install the following (where relevant): (i) water meter, (ii) water service line to the meter, (iii) the sewer Cleanout, and (iv) the sewer lateral connecting it to the main. Aside from the connection fee, there are no other connection expenses for the applicant.

*Except*, if an applicant wishes to provide labor or materials for the connection, and if the applicant can present adequate assurances of quality, the Public Works Director may allow the applicant to do so, reducing the calculated fee by an appropriate amount. Such allowance must be in a writing signed by the Public Works Director or other authorized official.

***Practice Note:*** *The exception is often used in larger real-estate developments, where*

*economies of scale and regular inspections can create an environment allowing efficient, reliable connection work.*

**(b)** The applicant must construct the portions of the service lines not constructed by the Town under paragraph (a) above. The water service line must comply with chapter six of the 2018 Virginia Plumbing Code (and any additional requirements imposed by Town regulation). The sewer service line shall comply with chapter seven of the 2018 Virginia Plumbing Code (and any additional requirements imposed by Town regulation). Such service lines must be inspected and approved by the Town prior to implementation of service, and they shall not be later altered without Town approval. Compliance with this paragraph (b) is a condition precedent to receiving service—or continuing to receive—water and sewer service from the Town.

***Legislative Intent:*** *The references to chapters six and seven of the 2018 Virginia Plumbing Code includes future amendments and recodifications.*

**§ 11-601. Protection of Sewage System.** In addition to the discharge limitations imposed by § 11-502.1, *et seq.*, certain classes of users are required to take additional measures to protect the Town's sewer collection system, as follows:

**(a)** Restaurants and other users with commercial kitchens, school kitchens, or institutional kitchens, must have, maintain, and operate, a functioning grease interceptor as required by § 1003 of the 2018 Virginia Plumbing Code.

***Legislative Intent:*** *The reference to § 1003 of the 2018 Virginia Plumbing Code includes future amendments and recodifications.*

***Practice Note:*** *Copyright restrictions prevent us from reproducing § 1003 of the Virginia Plumbing Code, but a copy is available for inspection at the Town office.*

All users required to take these additional measures shall certify annually, under oath, that they are in compliance with this section, using a form prepared by Water Treatment Plant Supervisor. Compliance with this section--including the annual certification-- is a condition precedent to receiving water and sewer service from the Town.

***Practice Note:*** *The Treasurer and the WTP Supervisor should collaborate to find ways to distribute these forms to users expeditiously.*

## FISCAL 2025 FINANCIAL ORDINANCE

July 1, 2024, through June 30, 2025

Ordinance Number O-190-6

Whereas, under § 15.2-2503 of the Code of Virginia, the Town must adopt a budget for fiscal 2025 (“FY25”) before July 1, 2024, and

Whereas, the officers and heads of departments, offices, divisions, boards, commissions and agencies of the Town submitted estimates of the amount of money deemed to be needed during FY25, and

Whereas, on April 23, 2024, after due public notice, this Council conducted public hearings for citizen comment on the proposed budget for FY25,

Whereas, the proposed budget reflects a five-percent average wage increase for employees, and also provides funds for one-time payments to employees in December, 2024 (the “December Payments”) such payments totaling approximately 1.2% of wages, with the rationale being that such one-time payments should create an incentive for employees to stay in the Town’s employ, and

Whereas, after receiving comment in the public hearing, the Council finds that certain actions should be taken, as set out below,

Now, therefore, be it ordained by the Council of the Town of Bridgewater, Virginia, that

1. **Budget.** The budget attached as Exhibit A (the “Approved Budget”) is adopted for the period beginning July 1, 2024, and ending June 30, 2025. This paragraph (1) shall take effect on July 1, 2024.
2. **Appropriation.** The spending recited in the Approved Budget is authorized and funds are accordingly appropriated, provided that any project not specifically listed in the Approved Budget and expected to cost over \$100,000 must receive (or have already received) Council approval prior to commencement. This paragraph (2) shall take effect on July 1, 2024.

Nothing in this ordinance shall require the expenditure of public funds absent a separate action of the Town Council mandating such expenditure.

3. *December Payments.* To the extent necessary under Va. Code § 15.2-1508, the Council approves the December Payments, as described in the preamble. This paragraph (3) shall take effect on July 1, 2024.
4. *Refund Authority.* Under Va. Code, § 58.1-3981, the Treasurer is authorized to refund taxes erroneously paid or collected, up to \$5,000. This paragraph (4) is declarative of existing law and shall take effect immediately.
5. *Permit Fees.* Wherever the Town Code requires the Manager or his staff to consider applications for permits of any kind, but the Code fails to provide a fee for the consideration of such applications, the Manager, from time to time, may set a fee approximating the expected average cost of processing such applications.

This Ordinance O-190-6 is enacted this 14<sup>th</sup> day of May, 2024.

---

*Mayor*

.....  
I certify that I am the Clerk of the Town of Bridgewater, Virginia, and that the foregoing is a true copy of Ordinance O-190-6, adopted by the Council of the Town of Bridgewater, Virginia on May 14, 2024, upon the following vote:

<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>NOT PRESENT</u>	<u>MEMBER</u>
_____	_____	_____	_____	Mr. Bowman
_____	_____	_____	_____	Mr. Canada
_____	_____	_____	_____	Ms. Curtis
_____	_____	_____	_____	Mr. Flory
_____	_____	_____	_____	Dr. Miracle
_____	_____	_____	_____	Mr. Schofield
_____	_____	_____	_____	Mr. Tongue

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

(50)

SUMMARY—LINES 101-200

General Fund Revenues

	FY24B	FY25B
Property Taxes & PPTRA	\$486,900	\$472,200
Other Taxes	\$2,823,400	\$2,869,700
Local Fees	\$111,450	\$118,575
General Fund Permits	\$10,400	\$4,700
Fines & Forfeitures	\$16,300	\$19,400
Rev From Use of Property & Money	\$576,300	\$642,450
Miscellaneous Revenue	\$95,400	\$95,700
Intergovernmental Revenue	\$2,372,489	\$1,798,344
<b>TOTAL GF</b>	<b>\$6,492,639</b>	<b>\$6,021,069</b>

Enterprise Fund Revenues

	FY23B	FY24B
Water	\$1,375,900	\$1,504,280
Sewer	\$2,297,900	\$2,398,513
Sanitation	\$650,200	\$687,100
Stormwater	\$181,301	\$191,100
<b>TOTAL EF</b>	<b>\$4,505,301</b>	<b>\$4,780,993</b>

**TOTAL REVENUES \$10,802,062**

General Fund Expenses

	FY24B	FY25B
Parks & Recreation	\$1,050,328	\$1,050,250
Police	\$1,162,881	\$1,194,900
Treasurer	\$276,644	\$307,800
General Properties	\$606,940	\$615,100
Administration	\$806,776	\$933,300
Comm Devpt	\$317,226	\$294,150
Council	\$44,466	\$47,000
Economic Development	\$47,706	\$60,400
Sipe Center	\$358,985	\$430,000
Streets	\$1,116,527	\$917,233
Public Works	\$250,288	\$288,700

Enterprise Fund Expenses

	FY23B	FY24B
Water	\$1,576,403	\$1,444,433
Sewer	\$1,353,312	\$1,522,275
Sanitation	\$791,294	\$838,500
Stormwater	\$590,050	\$197,833
<b>TOTAL EF</b>	<b>\$4,311,058</b>	<b>\$4,003,041</b>

**TOTAL EXPENSES \$10,802,062**



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REVENUES--LINES 201-400

10 #REF!

General Fund

Taxes

	FY24B	FY24P	BASE A	B	RATE A	R	FY25B
205	\$0	\$0					\$0
206							\$0
207	\$0	\$0					\$0
208	\$382,500	\$360,000	2.00%	C	0.00%	X	\$367,200
209	\$102,034	\$102,034					\$102,000
210	\$2,669	\$3,000					\$3,000
211	\$487,203	\$465,034					\$472,200
212							
213	\$317,700	\$369,602	0.50%				\$371,500
214	\$63,500	\$59,968	0.00%	X			\$60,000
215	\$22,000	\$22,796	0.00%	X			\$22,800
216	\$755,900	\$755,000	0.50%		0.00%	X	\$758,800
217	\$40,100	\$13,498	0.00%	X	0.00%	X	\$13,500
218	\$242,700	\$250,000	0.50%	T	0.00%	X	\$251,300
219	\$198,600	\$211,086	0.00%	X	0.00%	X	\$211,100
220	\$1,167,800	\$1,111,936					\$1,167,800
221	\$5,100	\$11,786	0.00%	X	0.00%	X	\$11,800
222	\$10,000	\$1,054					\$1,100
223	\$2,823,400						\$2,869,700
224							
225	\$3,310,603	\$3,735,740					\$3,341,900

Using FY23

226	Other Revenue								
227									
228	<u>Local Fees</u>								
229	Vehicle License Fee & Penalties	\$89,700	\$94,493	0.00%	X	0.00%	X	\$94,500	
230	R/W Fees	\$17,700	\$13,756					\$15,800	
231	Local Passport Fee	\$4,000	\$10,000					\$8,000	
232	STR Registration Fee	\$50	\$275					\$275	
233	<b>TOTAL FEES</b>	<b>\$111,450</b>	<b>\$118,524</b>					<b>\$118,575</b>	
234									
235	<u>Permits (General Fund Only)</u>								
236	Zoning Permits	\$10,400	\$4,688					\$4,700	
237									
238	<u>Fines &amp; Forfeitures</u>								
239	Fines & Forfeitures	\$19,400	\$104,107					\$19,400	
240									
241	<u>Rev from use of funds and prop.</u>								
242	Interest on Bank Deposits	\$62,100	\$110,106					\$80,000	
243	Rental of General Property/Shelters	\$10,000	\$21,010					\$15,000	
244	Tennis Fees	\$23,100	\$24,448	-0.50%		3.30%	A	\$25,100	
245	Gen Park Fees	\$122,400	\$118,917	0.00%	X	3.30%	A	\$122,800	
246	Golf and Mini Golf Fees	\$47,300	\$48,133	0.00%	X	0.00%	X	\$48,100	
247	Public Communications Rental	\$73,800	\$78,512					\$98,750	
248	Sale of Materials	\$8,700	\$32,850					\$10,000	
249									
250	Sipe Center Concessions	\$63,900	\$64,976					\$65,000	
251	Sipe Center Live Performance	\$113,000	\$96,600					\$111,100	
252	Sipe Center Movies	\$24,000	\$33,348					\$33,300	
253	Sipe Center Rental	\$6,000	\$7,810					\$7,800	
254	Sipe Center Sponsorships	\$22,000	\$25,500					\$25,500	
255	Transfer from Property Sales Fund							\$0	
256	<b>TOTAL RUFAP</b>	<b>\$576,300</b>	<b>\$628,900</b>					<b>\$642,450</b>	
257									
258	<u>Miscellaneous Revenue</u>								
259	Miscellaneous Income	\$13,200	\$13,000					\$13,000	

This \$240,000 is to be used for 2 Sipe 2.0 or for a reduction in debt if that project is not undertaken. Currently set to zero, as we expect the sum to be applied to debt reduction in FY24.

260	Gifts & Donations	\$1,000	\$7,391		\$1,000
261	Town of Mt. Crawford	\$72,200	\$72,270	0.00% X	\$72,300
262	Programming Revenue (Rec)	\$9,000	\$9,414		\$9,400
257	<b>TOTAL MISC</b>	\$95,400	\$102,075		\$95,700
263					
264	<b>Intergovernmental Revenue</b>				
265	VDOT Secondary Maintenance	\$637,300	\$747,166		\$762,100
266	VDOT Primary State Maintenance	\$212,400	\$254,854		\$260,000
267	Law Enforcement Funds	\$154,300	\$162,332		\$162,300
268	Overweight Permit Fees	\$400	\$632		\$600
269	Litter Control Grant	\$4,000	\$6,221		\$6,200
270	HEAT Grant for Cameras				\$12,500
271	Riverwalk, Phase III Grant				\$32,000 80% of expenditures.
272	Lamez Crossing Grant				\$0
273	ARPA Carry Forward				\$562,644
274					
275					
276					
277					
278					
279					
280					
281	<b>TOTAL INTERGOVT</b>	\$1,008,400	\$1,171,205		\$1,798,344
282					
283	<b>TOTAL NON-TAX REVENUE</b>	\$2,604,500	\$3,012,309		\$2,679,169
284					
285	<b>TOTAL GENERAL FUND REVENUE</b>	\$2,497,100	\$2,904,060		\$6,021,069
286					
287					
288	<b>Enterprise Funds</b>				
289	<b>Water Department</b>				
290	Water Charges	\$1,247,400	\$1,302,112	0.50% T 5.19% B	\$1,376,300
291	Water Connections	\$107,036	\$84,718	12.50% 7.00%	\$101,980
292	Penalties on Water	\$25,800	\$35,284		\$26,000

ARPA Interest \$148,000  
 SW Trunk \$50,000  
 ARPA Grove Pkg. \$40,000  
 ARPA Gen. \$44,644  
 CBS Repairs \$280,000

To be applied toward Line 1216.  
 To be unappropriated and applied toward Lines 917, 918, and 920.  
 Excess. Reappropriated to Line 1430.  
 Initial appropriation; apply to Line 1333.  
 Assumes that \$40k will be spent in FY24 and balance in FY25.



401 **PARKS & REC—LINES 401-500**


PREP


402 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

403 **Parks**

404 **Core**

FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B
Maintenance PS	\$181,475	5.00%	\$2,660	\$193,300
Maintenance FB	\$73,599	6.00%	\$1,089	\$79,200

SPLIT	FY24 Est	FY25 +	Seasonal Bonus	FY25 Reserve
Employee 214/ 	\$29,237	5.00%	\$467	\$15,400 Retiring January 1, '25.
	\$12,280	6.00%	\$196	\$6,600

SPLIT	FY24 Sal	Seasonal Bonus	FY25 Reserve
Employee 415 	\$7,290	\$700	\$7,300
	\$558	\$238	\$600

FTE	FY24 Est	Seasonal Bonus	FY25 B
Future Employee A/ 			\$3,000
			\$1,000

This is 10% of the pro-rated portion of the new DPWD's salary and FB. Expected hire: April 1, 2025.

FTE	FY24 Est	Seasonal Bonus	FY25 B
Park Temp Employees (PS)	\$14,040	\$175	\$14,100
Park Temp Employees (FB)	\$2,106	\$26	\$2,200

	FY24 B	FY24 Est	FY25 Budget
Labor	\$189,453	\$240,312	\$233,100
Fringe Benefits	\$81,008	\$88,526	\$89,600
Riverwalk III			\$40,000 For FY25, likely design only; 80% reimbursable.
Private Mowing Contractors		\$75,000	\$67,500 <del>###</del> We'll begin easing down on this, but it'll take us
Other Contractual Services	\$90,000	\$150,000	\$90,000 having a full staff to get very far with it.
Other	\$51,000	\$49,242	\$51,000 Includes \$2k for lighting at MG Hole 9.
Riverwalk II	\$261,100		

434 **Optional & Capital**

	Q4	Q1	DOIT?	COST	CUT BY	FY24B	
435			TRUE	\$225,000	55%	\$101,250	
436	Oakdale Paving		TRUE	\$7,000	0%	\$7,000	We'll pave as much as we can with this.
437	Soccer Football Goals		FALSE	\$31,000	0%	\$0	For Oakdale. One end will have (American) football goalposts!
438	Park Water Fountains		FALSE	\$30,000	0%	\$0	
439	Depot Refresh		FALSE	\$70,000	0%	\$0	
440	GP Storage Bldg		FALSE	\$5,000	0%	\$0	
441	MG Hole Improvement		FALSE				
442	Whitelow Gazebo			\$9,000			
443	Fairway Mower			\$40,000			
444	Three Park Signs			\$18,000			
445	Wellness Quarter Fund			\$50,000			
446							
447	<b>PARKS TOTALS</b>			<b>\$789,561</b>		<b>\$679,450</b>	

Recreation

Core

	FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B	
450	1.25	\$59,696	5.00%	\$875	\$63,600	
451	Maintenance PS	\$24,210	6.00%	\$358	\$26,100	
452	Maintenance FB					
453						
454	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>	
455	9	\$47,200	3.65%	\$560	\$49,500	
456	Employee 447/	\$17,497	4.65%	\$208	\$18,600	
457						
458	<b>SPLIT</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>		
459	12		0.00%	\$140	\$11,200	
460	Employee 330/		1.00%	\$51	\$4,100	Employee received large promotion and eligible for raise in July '25.
461						
462	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>	
463	14	\$20,250	1.68%	\$315	\$21,000	
464	Future Employee B/	\$6,750	2.68%	\$105	\$7,100	This is a team leader who will be charged 55% to Sipe Center and 45% to Parks. Primary responsibility will be managing part-timers. Expected hire: April 1, 2024.
465						
466	<b>FTE</b>	<b>FY24 Est</b>	<b>Seasonal Bonus</b>	<b>FY25 B</b>		
467	2.40	\$67,392	\$1,050	\$67,400		
468	Park Temp Employees (PS)	\$10,109	\$158	\$10,200		
	Park Temp Employees (FB)					

469					
470					
471	Labor	<b>FY24 B</b>	<b>FY24 EST</b>		<b>FY25 Budget</b>
472	Fringe Benefits	\$129,903	\$160,958		\$212,700
473	Contractual Services	\$38,864	\$27,530		\$66,100
474	Classes & Camps	\$60,000	\$80,152		\$60,000
475	Other	\$7,000	\$7,000		\$7,000
476	<b>Optional &amp; Capital</b>	\$25,000	\$80,152		\$25,000
477	GP Reverse Osmosis			FALSE	\$5,000
478					\$0

501 **POLICE — LINES 501-600**

10

502 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

503 **Core**

506									
507	Employee 441	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$95,353	5.00%	\$700	\$100,900			
508			<u>PR</u>	6.00%	\$209	\$30,400			

510									
511	Employee 193	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>		<u>FY25 Reserve</u>			
			\$71,495	5.00%		\$12,600			
512			<u>LZ</u>	6.00%		\$4,300			

The FY25 figures reflect that Lee Ann will be leaving us in August; pro-rated for 2/12's of year.

514									
515	Employee 274	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$71,623	5.00%	\$700	\$76,000			
516			<u>AaW</u>	6.00%	\$233	\$25,500			

518									
519	Employee 286	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$67,041	5.00%	\$700	\$71,100			
520			<u>SM</u>	6.00%	\$239	\$24,600			

522									
523	Employee 213	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$60,000	1.68%	\$700	\$61,800			
524			<u>WC</u>	2.68%	\$190	\$17,000			

526									
527	Employee 465	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$60,216	5.00%	\$700	\$64,000			
528			<u>PS</u>	6.00%	\$251	\$23,200			

530									
531	Employee 494	100.0%	<u>FY24 Sal</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>			
			\$59,323	5.00%	\$700	\$63,000			



563										
564	Auto Repair	\$11,000	\$10,544	3.30%	\$10,900					
565	Gas, Oil, Tires	\$23,000	\$28,484	3.30%	\$29,500	CPI-U				
566	Other	\$35,000	\$42,088	3.30%	\$43,500					
567	<b>Optional &amp; Capital</b>									
568	<b>Q4</b>									
569	Police Car	TRUE								
570	Police Vehicle		\$55,000	0.00%	\$55,000					
571	Replace Tasers		\$56,000							
572	Police Motorcycle		\$24,000							
573	Public Safety Donations		\$30,000							
574			\$30,000							
575	<b>TOTALS</b>									
576			\$1,162,881		\$1,194,900					

Relocated to Community Development

Second payment due in FY25

601 **TREASURER—LINES 601-700**

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602 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

603 **Core**

Code: G									
Code: 24									
		<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>				
Employee 198	5.0%	\$95,353	5.00%	\$700	\$100,900				
	RW	\$28,451	6.00%	\$209	\$30,400				

Code: 22									
		<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>				
Employee 335	3.7%	\$51,756	3.65%	\$700	\$54,400				FY24 midyear raise.
	JG	\$20,398	4.65%	\$276	\$21,700				

Code: 23									
		<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>				
Employee 375	3.7%	\$45,567	3.65%	\$700	\$48,000				FY24 midyear raise.
	BS	\$19,140	4.65%	\$294	\$20,400				

		<b>FY24 B</b>	<b>FY24 EST</b>	<b>FY25 Budget</b>
Labor		\$186,545	\$196,110	\$203,300
Fringe Benefits		\$58,098	\$68,730	\$72,500
Contractual Services		\$27,000	\$27,000	\$27,000
Other		\$5,000	\$5,000	\$5,000
<b>TOTALS</b>		<b>\$276,644</b>		<b>\$307,800</b>

The largest item authorized in the CS section is Edmunds Software (\$14,500).

**701 GENERAL PROPERTIES--LINES 701-800**

702 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

**703 Core**

704  
705 Code: Q

FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B
3.65	\$174,311	5.00%	\$2,555	\$185,600
	\$70,694	6.00%	\$1,046	\$76,000

Maintenance PS  
Maintenance FB

710  
711 Code: 55

SPLIT	FY24 Est	FY25 +	Seasonal Bonus	FY25 Reserve
33.3%	\$14,616	5.00%	\$233	\$7,700
SW	\$6,139	6.00%	\$98	\$3,300



Employee 214/  
Retiring January 1, 2025

714  
715 Code: 52

SPLIT	FY24 Est	FY25 +	Seasonal Bonus	FY25 Reserve
20.0%	\$16,916	5.00%	\$140	\$18,000
DR	\$5,270	6.00%	\$44	\$5,700

Employee 23/

718  
719 Code: 7

SPLIT	FY24 Est	FY25 +	Seasonal Bonus	FY25 Reserve
30.0%	\$9,798	0.00%	\$210	\$10,100
RH	\$623	0.00%	\$13	\$700



Employee 12/

722  
723 Code: 11

SPLIT	FY24 B	FY24 Est	FY25 Reserve
10.0%			\$3,000
NGA			\$1,000



Future Employee A/

This is the new DPWD. Anticipated salary= \$80k.  
Expected hiring date: April 1, 2025. 10% of salary charged here, reflecting that this hire will be in the field more than Betsy has been.

726  
727 Labor

FY24 B	FY24 Est	FY25 Budget
\$247,656	\$231,318	\$224,400

Fringe Benefits

\$93,284	\$88,526	\$86,700
----------	----------	----------

Contractual Services

\$85,000	\$163,164	\$120,000
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Other

\$31,000	\$34,626	\$34,000
----------	----------	----------

731 | Optional & Capital

		DOIT	FY24 B	COST	CUT BY	FY25 B
732						
733	Q2	TRUE		\$25,000	0.00%	\$25,000
734		FALSE		\$150,000	99.00%	\$0
735		FALSE		\$675,000	0.00%	\$0
736	Q1	TRUE		\$125,000	0.00%	\$125,000
737						
738			\$150,000			
739						
740						
741						
			<b>TOTALS</b>			<b>\$615,100</b>

We've decided to repair the 2 Sipe roof in FY24, rather than replace the structure in FY25. We simply didn't have an idea worth spending hundreds of thousands of dollars on.

801 **ADMINISTRATION--LINES 801-900**

802 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

803 **Core**

804									
805	Code: U	<b>SPLIT</b>	<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
806	Code: 16	Employee 335	\$197,640	5.00%	\$700	\$208,300			
807			\$52,156	6.00%	\$185	\$55,500			
808									
809	Code: 17	<b>SPLIT</b>	<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
810	Employee 317	100.0%	\$95,353	5.00%	\$700	\$100,900			
811			\$29,261	6.00%	\$215	\$31,300			
812									
813	Code: 18	<b>SPLIT</b>	<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
814	Employee 334/	40.0%	\$21,647	3.65%	\$280	\$22,800			
815			\$8,351	4.65%	\$108	\$8,900			
816									
817	Code: 19	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
818	Employee 446	100.0%	\$47,675	3.65%	\$700	\$50,200			
819			\$24,100	4.65%	\$354	\$25,600			
820									
821	Code: 21	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
822	Employee 483	100.0%	\$40,318	5.00%	\$700	\$43,100			
823			\$17,730	6.00%	\$308	\$19,200			
824									
825	Code: 20	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
826	Employee 490/	70.0%	\$38,500	5.00%	\$490	\$41,000			
827			\$14,740	6.00%	\$188	\$15,900			
828									
829	Code: 7	<b>SPLIT</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
830	Employee 12/	70.0%	\$22,862	0.00%	\$490	\$23,400			
831			\$1,453	0.00%	\$31	\$1,500			
832									
833			<b>FY24 B</b>	<b>FY24 Est</b>		<b>FY25 Budget</b>			
834	Personal Services		\$437,053			\$489,700			
835	Fringe Benefits		\$113,073			\$157,900			

836							
837	Bonding, C&L Insurance	\$135,000	\$160,000			\$160,000	
838	Auditor	\$55,650	\$55,650			\$55,700	
839	Town Attorney	\$33,000	\$42,248			\$35,000	
840	Other Contractual Services	\$20,000	\$15,000			\$20,000	
841	Other	\$13,000	\$23,000			\$15,000	
842							
843	<b>TOTAL ADMIN</b>	<b>\$806,776</b>				<b>\$933,300</b>	
844							
845							
846	Debt Reduction	\$207,869	\$207,869			\$190,579	
847	Interest	\$89,994	\$89,994			\$77,925	
848							
849	<b>TOTAL GF DEBT SERVICE</b>	<b>\$297,863</b>				<b>\$268,504</b>	
850							
851	<b>TOTAL ADMIN &amp; GF DEBT</b>	<b>\$1,104,639</b>				<b>\$1,201,804</b>	
852							

**General Fund Debt**

**901 COMMUNITY DEVELOPMENT--LINES 901-1000**

902 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

**903 Core**

Code: T	FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B
Maintenance PS	0.50	\$23,878	5.00%	\$350	\$25,500
Maintenance FB		\$9,684	6.00%	\$143	\$10,500

Code: 12	SPLIT	FY25 +	Seasonal Bonus	FY25 Reserve
Employee 330/	7.0%		\$49	\$3,900
SB			\$18	\$1,500

Small share of overall salary shown here. Mid-year promotion in FY24.

**Community Donations**

Code	Percentage	Amount
916		\$65,000
917	23.08%	\$15,000
918	23.08%	\$15,000
919	7.38%	\$4,800
920	30.77%	\$20,000
921	5.23%	\$3,400
922	3.85%	\$2,500
923	1.54%	\$1,000
924	3.85%	\$2,500
925	5.08%	\$800
926	<u>103.85%</u>	<u>\$65,000</u>

Amounts don't include land leased at nominal rent; donations over >\$5,000 require review of IRS Form 990 or financial statements; staff may require that recipient establish acceptable method of creating and verifying benefit to Bridgewater residents.

928	CELG	\$100,000
929	Other Comm. Org. Donations	\$10,000

**FY24 B**      **FY24 EST**



955							
956	Christmas Tree						
957	Performers	\$500				\$800	
958	Miscellaneous	\$400				\$400	
959	Wildwood Event	\$600					
960	<b>Optional &amp; Capital</b>						
961							
962	Wellness Qtr. Fund			\$50,000	\$0	\$50,000	
963							
964	<b>TOTALS</b>						

**\$317,226**

**\$294,150**

1001 COUNCIL-LINES 1001-1100

Core

	FY24 B	FY24 Est	FY25 +	FY25 B
Labor	\$40,192	\$40,328	3.35%	\$41,700
Fringe Benefits	\$3,074	\$3,076	4.35%	\$3,300
Contractual Services	\$0	\$0		\$0
Other	\$1,200	\$8,000		\$2,000
				FY24P is skewed by the podium.
<b>TOTALS</b>	<b>\$44,466</b>			<b>\$47,000</b>

- 1002
- 1003
- 1004
- 1005
- 1006
- 1007
- 1008
- 1009
- 1010
- 1011
- 1012
- 1013
- 1014
- 1015
- 1016

**1101 ECONOMIC DEVELOPMENT – LINES 1101-1200**

1102 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

**1103 Core**

Code: Y	SPLIT	FY24P Share	FY25 +	Seasonal Bonus	FY25 Reserve
1105	60.0%	\$32,471	3.65%	\$420	\$34,100
1106	Employee 334/	\$12,527	4.65%	\$162	\$13,300
1107	GG				

	FY24 B	FY24 Est	FY25 B
1109			
1110	\$25,633	\$21,296	\$34,100
1111	\$9,073	\$4,918	\$13,300
1112	\$12,000	\$30,161	\$12,000
1113	\$1,000	\$1,000	\$1,000

A greater portion of Gwen's time will be allocated to ED than in the past. This shift is partly responsible for the increased ED labor costs.

1114			
1115			
1116	<b>\$47,706</b>		<b>\$60,400</b>
1117			

1201 **SANITATION—LINES 1201-1300**

1202 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

1203 **Core**

	<b>FTE</b>	<b>FY24 Est</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>
Code: P					
Maintenance PS	2.40	\$114,616	5.00%	\$1,680	\$122,100
Maintenance FB		\$46,484	6.00%	\$688	\$50,000
	<b>SPLIT</b>	<b>FY23P Share</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>
Code: 52	20.0%	\$16,916	5.00%	\$140	\$18,000
Employee 23/	DR	\$5,270	6.00%	\$44	\$5,700

	<b>FY24 B</b>	<b>FY24 EST</b>	<b>FY25 +</b>	<b>FY25 B</b>
Labor	\$133,666			\$140,100
Fringe Benefits	\$56,915			\$55,700
Oversized Dump Truck				\$170,000
Waste Management	\$280,129	\$281,716	5.19%	\$296,400
Other Contractual Services	\$28,128	\$20,664	5.19%	\$21,800
Other	\$10,000	\$20,000	5.19%	\$21,100
Landfill Fees	\$132,455	\$126,804	5.19%	\$133,400
Share of Two Dump Trucks	\$150,000			

**\$791,294**

**\$838,500**

Has been on order for years.

Rate increase is CPI-WS.

**SEWER—LINES 1301-1400**

Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.

**Core**

Code: R

FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B
1.30	\$62,084	5.00%	\$910	\$66,100
Maintenance PS				
Maintenance FB	\$25,179	6.00%	\$373	\$27,100

Code: 52

SPLIT	FY24P Share	FY25 +	Seasonal Bonus	FY25 Reserve
20.0%	\$16,916	5.00%	\$140	\$18,000
DR	\$5,270	6.00%	\$44	\$5,700

Code: 11

SPLIT	FY25 Reserve
10.0%	\$3,000
NGA	\$1,000

This is 10% of the pro-rated portion of the new DPWD's salary and FB. Expected hire: April 1, 2025.

Code: 13

SPLIT	FY24P Share	Seasonal Bonus	FY25 Reserve
33.3%	\$10,815	\$233	\$11,100
JS	\$769	\$17	\$900

FY24 B FY24 Est FY25 + FY25 Budget

Labor	\$87,795	\$73,582	\$98,200
Fringe Benefits	\$30,690	\$28,228	\$34,700
Contractual Services	\$30,000	\$39,094	\$39,000
Other	\$21,000	\$37,054	\$21,000
HRRSA	\$948,174	\$1,005,220	\$1,040,905

The effective rate increase is the projected HRRSA increase, plus a modest 0.5% for demand increase.

**Optional**

DOIT?	FY24 B	COST	CUT BY	FY25 B
TRUE	\$87,000	50%	\$43,500	\$43,500
FALSE	\$280,000	0%	\$93,333	\$93,333
TRUE	\$10,000	0%	\$10,000	\$10,000

Q1

Ex. Maverick will also be transferred to Maint for Dale. CBS engineering should be paid for in FY24. Cost split with sewer and SW.

Share of New Utility Locator  
Grove-Main Sewer Line

\$6,000  
\$15,000

1334

1335  
1336  
1337  
1338  
1339  
1340  
1341  
1341

Share of Two Pickups \$50,000

**Sewer Enterprise Fund Debt**

	<u>FY22B</u>	<u>FY22P</u>	<u>FY24B</u>
Debt Retirement	\$140,119	\$140,119	\$120,415
Interest	\$24,534	\$24,534	\$21,221
<b>TOTALS</b>	<b>\$1,353,312</b>		<b>\$1,522,275</b>

1401 **STREETS—LINES 1401-1500**

10 #REF!

1402 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

1403 **Core**

1404  
1405 Code: Z

FTE	FY24 Est	FY25 +	Seasonal Bonus	FY25 B
Maintenance PS	\$131,331	5.00%	\$1,925	\$139,900
Maintenance FB	\$53,262	6.00%	\$788	\$57,300

1410

Code: 52

SPLIT	FY23P Share	FY25 +	Seasonal Bonus	FY25 Reserve
Employee 23/	\$16,916	5.00%	\$140	\$18,000
DR	\$5,270	6.00%	\$44	\$5,700

1414

Code: 11

SPLIT	FY25 Reserve	FY25 Reserve
Employee A/	\$3,000	This is 10% of the pro-rated portion of the new DPWD's salary and FB. Expected hire: April 1, 2025.
NGA	\$1,000	

1418

Code: 11

	FY24 B	FY24 Proj	FY25 +	FY25 Budget
Labor	\$126,013	\$120,212		\$160,900
Fringe Benefits	\$57,599	\$52,852		\$64,000
Streetlights	\$97,215	\$101,000	3.30%	\$104,333 CPI-U
Paving & Related	\$375,000	\$315,000		\$275,000
Stoplight Cabinets	\$83,000	\$125,000		\$100,000
Contractual Services	\$50,000	\$48,612		\$83,000
Other				\$50,000
Gen-Oak Connector	\$277,700			

1425

Code: 11

1427  
1428  
1429  
1430  
1431  
1432  
1433  
1434  
1435

**Optional & Capital**

	<b>DOIT</b>	<b>FY24 B</b>	<b>COST</b>	<b>CUT BY</b>	<b>FY25 B</b>
Bucket Truck	TRUE		\$80,000	0.00%	\$80,000
Share of Two Pickup Trucks		\$50,000			

**TOTALS**

\$1,116,527

\$917,233

1501 **STORMWATER--LINES 1501-1600**

1502 *Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.*

1503 **Core**

1504  
1505 Code: V

	FTE	FY24 EST	FY25 +	Seasonal Bonus	FY25 B
Maintenance PS	0.50	\$23,878	5.00%	\$350	\$25,500
Maintenance FB		\$9,684	6.00%	\$143	\$10,500

1511 **SPLIT**

1512 Code: 11 Employee A/ 10.0%

	FY25 Reserve
	\$3,000
	\$1,000

1514 **NGA**

	FY25 Budget
	\$28,500
	\$11,500

1515 **FY24 B**

1516 Labor \$84,757

1517 Fringe Benefits \$26,292

1518 CS-Minor Remediation \$30,000

1519 CS-Engineering \$25,000

1520 Other Contractual Services \$10,000

1521 Other \$6,180

1522 Develop College-Grove Project \$216,500

1523

1524

1525 **DOIT?**

1526 CBS Repairs TRUE

1527 Oakdale Pier & Fishery

1528 3" Pump

1529

1530

1531

1532

	FY24 B	FY24 EST	Cost	CUT BY	FY25 B
Labor	\$84,757	\$13,240			
Fringe Benefits	\$26,292	\$6,798			
CS-Minor Remediation	\$30,000		\$25,000		\$25,000
CS-Engineering			\$10,000		\$20,000
Other Contractual Services	\$10,000		\$12,674		\$13,000
Other	\$6,180		\$6,180		\$6,500
Develop College-Grove Project	\$216,500				

Q1	DOIT?	FY24 B	Cost	CUT BY	FY25 B
	TRUE	\$160,000	\$280,000	0%	\$93,333
		\$35,000			
		\$2,500			

**TOTALS** \$590,050 \$197,833

*Also includes eng. for these small projects. Excludes engineering from line 1519*

**1601 WATER—LINES 1601-1700**

1602 Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.

		WTP				
1603						
1604	<b>Core</b>					
1605	Code : S					
1606						
1607	Employee 134	100.0%	<b>FY24 Sal</b> \$74,270	<b>FY25 +</b> 5.00%	<b>Seasonal Bonus</b> \$700	<b>FY25 B</b> \$78,700
1608			AK \$24,344	6.00%	\$229	\$26,100
1609						
1610						
1611	Employee 156	100.0%	<b>FY24 Sal</b> \$65,902	<b>FY25 +</b> 5.00%	<b>Seasonal Bonus</b> \$700	<b>FY25 Reserve</b> \$69,900
1612			BS \$26,507	6.00%	\$282	\$78,400
1613						
1614						
1615	Employee 451	100.0%	<b>FY24 Sal</b> \$58,375	<b>FY25 +</b> 5.00%	<b>Seasonal Bonus</b> \$700	<b>FY25 Reserve</b> \$62,000
1616			BR \$21,247	6.00%	\$255	\$22,800
1617						
1618						
1619	Employee 473	100.0%	<b>FY24 Sal</b> \$58,355	<b>FY25 +</b> 5.00%	<b>Seasonal Bonus</b> \$700	<b>FY25 Reserve</b> \$62,000
1620			BD \$21,244	6.00%	\$255	\$22,800
1621						
1622						
1623	Employee 24	100.0%	<b>FY24 Sal</b> \$43,527		<b>Seasonal Bonus</b> \$700	<b>FY25 Reserve</b> \$44,300
1624			RW \$3,230		\$52	\$3,300
1625						
1626						
1627	Labor		<b>FY24 B</b> \$351,373	<b>FY24 Est</b> \$325,082		<b>FY25 Budget</b> \$316,900
1628	Fringe Benefits		\$104,343	\$105,271		\$103,400
1629	Engineering					\$14,000
1630	Other Contractual Services		\$275,000	\$214,000		\$214,000
1631	Other		\$24,000	\$24,000		\$33,000
1632	<b>Optional &amp; Capital</b>					
1633	Spare Well Pump	TRUE		\$10,000	0%	\$10,000
1634	CCTV @ WTP	FALSE		\$10,000	0%	\$0
1635	Pickup Truck for WTP	FALSE		\$43,000	0%	\$0
1636	Garage Siding for WTP	FALSE		\$6,000	0%	\$0
1637	WTP Basin Overall	FALSE		\$999	0%	\$0
1638						
1639	<b>WTP TOTALS</b>		<b>\$754,717</b>			<b>\$691,300</b>

Engineering has been removed to line 1639. Includes \$11,000 for turbidity meters and O2 sensors.

		Distribution			
		FY24 Est	FY25 +	Seasonal Bonus	FY25 B
1640					
1641					
1642					
1643					
1644	Maintenance PS	\$114,616	5.00%	\$1,680	\$122,100
1645	Maintenance FB	\$46,484	6.00%	\$688	\$50,000
1646					
1647					
1648	Employee 23/	\$16,916	5.00%	\$140	\$18,000
1649	DR	\$5,270	6.00%	\$44	\$5,700
1650					
1651					
1652	Future Employee A/				\$3,000
1653	NGA				\$1,000
1654					
1655					
1656	Employee 70/	\$10,815		\$233	\$11,100
1657	JS	\$769		\$17	\$900
1658					
1659					
1660	Labor	\$162,046	FY24 Est		\$154,200
1661	Fringe Benefits	\$61,550	\$55,576		\$57,600
1662	Lead & Copper Consulting				\$150,000
1663	Breezewood Vault				\$50,000
1664	Engineering				\$30,000
1665	Other Contractual Services	\$150,000	\$127,434		\$128,000
1666	Other	\$90,000	\$89,342		\$90,000
1667	Southwestern Trunk	\$50,000			
1668	Paint Hydrants	\$65,000			
1669	Hydrant Buddy Tool	\$6,000			
1670	MRX 920 Data Gizmo	\$15,000			
1671					
1672	Optional & Capital				
1673	Replace Dinkel H2O Line		\$100,000	0%	\$0
1674	CBS Repairs	\$160,000	\$280,000	0%	\$93,333
1675	Share of New Utility/Locator	\$6,000			
1676					
1677	Water Distribution Debt				
1678	Debt Reduction	\$55,000	\$55,000		\$0

There's a lot to unpack here. This is Betsy's replacement. The replacement will do more field work than Betsy, so some pay is allocated beyond Public Works. Also, the figures are pro-rated to reflect being here only four months of next year. Expected annual salary: \$80,000.

Not carried over to FY25, because it makes sense to wait until water model is complete.

CBS engineering should be paid for in FY24. Cost split with sewer and SW.

Optional & Capital

Water Distribution Debt

Q1

1679	Interest	\$1,090	\$1,090	\$0
1680				
1681	<b>DISTRIBUTION TOTALS</b>	\$821,686		\$753,133
1682				
1683	<b>WATER TOTALS</b>	\$1,576,403		\$1,444,433
1684				

**1701 SIPE CENTER--LINES 1701-1800**

1702 Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.

**1703 Core**

1705 Code: W

	<u>SPLIT</u>	<u>FY24P SHARE</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>
1706					
1707	Employee 330/	\$40,150	0.00%	\$511	\$40,700
1708		\$14,600	1.00%	\$186	\$15,000
1709					

	<u>SPLIT</u>	<u>FY24P SHARE</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>
1710					
1711	Employee 447/	\$11,800	3.65%	\$140	\$12,400
1712		\$4,374	4.65%	\$52	\$4,700
1713					

	<u>SPLIT</u>	<u>FY24P SHARE</u>	<u>FY25 +</u>	<u>Seasonal Bonus</u>	<u>FY25 Reserve</u>
1714					
1715	Future Employee B/	\$24,750	1.68%	\$385	\$25,600
1716		\$8,250	2.68%	\$128	\$8,600
1717					



This is a team leader who will be charged 55% to Sipe Center and 45% to Parks. Primary responsibility will be managing part-timers. Expected hire: April 1, 2024.

	<u>FTE</u>	<u>FY24P EST</u>	<u>Seasonal Bonus</u>	<u>FY25 B</u>
1718				
1719	Park Temp Employees (PS)	\$14,040	\$595	\$14,100
1720	Park Temp Employees (FB)	\$2,106	\$89	\$2,200
1721				

	<u>FY24 B</u>	<u>FY24 EST</u>	<u>FY25 +</u>	<u>FY25 Budget</u>
1722				
1723	Labor	\$86,057	\$91,540	\$92,800
1724	Fringe Benefits	\$29,743	\$3,012	\$30,500
1725	Contractual Services	\$47,882	\$31,278	\$47,800
1726	Other	\$20,000	\$23,288	\$40,000
1727	Performers	\$144,151	\$140,208	\$144,900
1728	Films	\$31,153	\$35,794	\$37,000
1729				

**1730 Optional & Capital**

1731 DOIT? FY24 B COST CUT BY FY25 B

Includes \$20k for Jujifruits and other concessions.

1732  
1733  
1734  
1735  
1736

Q1	Q3						
	SC Flooring	TRUE	\$25,000	\$25,000	0%	\$25,000	<del>1732</del>
	SC Audio Fix	TRUE	\$12,000	\$12,000	0%	\$12,000	<del>1734</del>
<b>TOTALS</b>				<b>\$358,985</b>		<b>\$430,000</b>	

1801 PUBLIC WORKS--LINES 1801-1900

1802 Wage figures are for budgeting only. Nothing herein suggests what an individual employee's actual increase may be, or if there will be any such increase.

1803 Core

1804									
1805	Code: X								
1806			<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
1807	Code: 8	Employee 287	\$95,353	5.00%	\$700	\$100,900			
1808			\$29,261	6.00%	\$215	\$31,300			
1809									
1810			<b>FY24 Sal</b>	<b>FY25 +</b>	<b>Seasonal Bonus</b>	<b>FY25 Reserve</b>			
1811	Code: 10	Employee 93	\$72,856	5.00%	\$700	\$58,100			
1812			\$18,430	6.00%	\$177	\$14,900			Retiring approx. April '25; FY 25 salary pro-rated here.
1813									
1814									
1815	Code: 11	Employee A/	\$0						
1816			\$0						
1817									
1818									
1819	Code: 15	Employee D/							
1820									
1821									
1822			<b>FY24 B</b>	<b>FY24 EST</b>	<b>FY25 +</b>	<b>FY25 Budget</b>			
1823		Labor	\$177,970	\$187,538		\$189,600			
1824		Fringe Benefits	\$47,818	\$66,286		\$55,600			
1825		Consulting--BURM				\$10,000			
1826		Contractual Serv	\$22,500	\$29,398	3.30%	\$30,400			
1827		Other	\$2,000	\$2,932	3.30%	\$3,100			CPI-U
1828									
1829		<b>TOTALS</b>	<b>\$250,288</b>			<b>\$288,700</b>			
1830									



**AN ORDINANCE AMENDING  
§ 1-409 OF THE TOWN CODE  
(O-190-7)**

*Whereas*, certain landowners have requested the Town's police department to act as their agents in prohibiting trespassers from loitering on their property, and

*Whereas*, this Council finds that the police department should be authorized to undertake this request,

*Now, therefore*, be it ordained by the council of the Town of Bridgewater, Virginia, that

1. § 1-409 of the Town Code is amended to read as follows:

---

§ 1-409. Trespassing.

*(a) For purposes of this section, the term "Real Property" includes "lands, buildings, and premises," as those terms are used in § 18.2-119 of the Code of Virginia. Further, the owner, lessee, custodian or other person lawfully in charge of Real Property may be referred to here as a "Person in Charge."*

*(b) Any person who, without authority, goes upon or remains upon the ~~lands, buildings, or premises~~ Real Property of another, or any portion or area thereof,*

*(i) After having been forbidden to do so, either orally or in writing, by ~~the owner, lessee, custodian or other person lawfully in charge thereof~~ a Person in Charge, or*

*(ii) After having been forbidden to do so by a sign or signs posted by ~~such persons~~ a Person in Charge or by the holder of any easement or other right-of-way authorized by the instrument creating such interest to post such signs on such ~~lands, structures, premises~~ Real Property, or a portion or area thereof, at a place or places where it or they may be reasonably seen or*

*(iii) if Any person, whether he is the owner, tenant or otherwise entitled to the use of such land, building or premises, ~~who~~ goes upon, or remains upon ~~such land, building or premises~~ Real Property after having been prohibited from doing so by a court of competent jurisdiction by an order issued pursuant to §§ 16.1-253, 16.1-253.1, ~~16.1-253.4, 16.1-278.2,~~ through 16.1-278.6, 16.1-278.8, 16.1-278.14, 16.1-278.15, ~~or~~ 16.1-279.1, ~~19.2-152.8, 19.2-152.9, or 19.2-152.10~~ of the Code of Virginia or ex parte order issued pursuant to § 20-103 of the Code of Virginia, and after having been served with such an order,*

Shall be guilty of a class 1 misdemeanor.

*(c) Any Person in Charge of Real Property may designate the Police Department of the Town of Bridgewater as "a person lawfully in charge of the property," for the purpose of forbidding another to go or remain upon the Real Property specified in the designation. The designation shall be in writing and the police department shall keep it on file.*

- 
2. Title One is re-enacted in its entirety, with the amendment set out above.
  3. This ordinance shall take effect immediately.

**Ordained** this 14<sup>th</sup> day of May, 2024.

\_\_\_\_\_  
Mayor

.....  
I certify that this is a true copy of an ordinance adopted on the 14<sup>th</sup> day of May, 2024, by the Council of the Town of Bridgewater, Virginia, upon the following vote:

<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Not Present</u>	
_____	_____	_____	_____	Mr. Bowman
_____	_____	_____	_____	Mr. Canada
_____	_____	_____	_____	Ms. Curtis
_____	_____	_____	_____	Mayor Flory
_____	_____	_____	_____	Dr. Miracle
_____	_____	_____	_____	Mr. Schofield
_____	_____	_____	_____	Mr. Tongue

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

**AN ORDINANCE ADOPTING  
AN UPDATE TO MODULES 1, 4, 6 & 8  
OF THE COMPREHENSIVE PLAN**

*(O-190-X)*

**Whereas**, Planning Commission has provided an update to the several sections of Bridgewater's Comprehensive Plan, including Profile of Bridgewater (Module 1) as set forth in Exhibit A, Employment and Commerce (Module 4) as set forth in Exhibit B, Public Services (Module 6) as set forth in Exhibit C, and Featured Capital Improvements, as set forth in Exhibit D, and

**Whereas**, after a properly advertised joint public hearing, the Planning Commission has recommended approval through PC R2023-3, and this Council is of the opinion that the proposed updates should be approved.

**Now therefore**, be it ordained by the Council of the Town of Bridgewater that updates to the following sections of the Comprehensive Plans are approved as written:

- Module 1: Profile of Bridgewater as set forth in Exhibit A,
- Module 4: Employment and Commerce as set forth in Exhibit B,
- Module 6: Public Services as set forth in Exhibit C, and
- Module 8: Featured Capital Improvements, as set forth in Exhibit D.

This ordinance shall take effect immediately. The Planning Commission is thanked for its diligence in this Comprehensive Plan revision.

**Ordained** this 11<sup>th</sup> day of June, 2024.

---

Mayor

# MODULE 1: PROFILE OF BRIDGEWATER

## TOWN HISTORY

The first settlers in the area now known as Bridgewater arrived in the 1740's and were of Scotch-Irish descent. They were soon followed by German settlers. The area became known as McGill's Ford around 1759 because John and William McGill owned approximately 350 acres on either side of the North River. Several early families built mills along the North River and the settlement came to be known as Bridgeport since it was a port for flatboats to ship products down the river.

Around 1800, John and Jacob Dinkle arrived with their families and started a sawmill, gristmill, cording mill, and stave mill. Jacob Dinkle's tavern, built in 1815 on South Main Street, and John Dinkle's two-story brick house, built around 1820 on Wynant Place, are still standing. The settlement soon became known as Dinkletown. On February 7, 1835, the settlement was chartered as the Town of Bridgewater. The name was derived from its proximity to North River and the bridge that was built there in 1820. The original land area within the town was approximately twenty acres.

Bridgewater grew as a location of trade during the 1800's due to its proximity to major transportation routes. The Warm Springs-Harrisonburg Turnpike, which passed through Bridgewater and North River, was navigable by flatboats as far upstream as the town. By 1850, Bridgewater had two gristmills, two cabinet shops, several general stores, a tavern, and a hotel. Bridgewater College was chartered in 1880.

The town also continued to grow in land area. After an election held by local citizens, the area known as "Old Town" annexed the area known as "New Town" in 1854. A new Town charter was granted in 1884 which extended the boundaries to include an additional 100 acres on the southeast side of town. The new charter also provided that a mayor and



six councilmen be elected to govern town affairs. Annexation initiatives took place in 1895 adding approximately 300 acres on the southeast, northeast, and southwest sides of town. Further annexations took place during the 1980's and 1990's adding land to the east and north.

## TODAY



The Town of Bridgewater presently encompasses approximately 2,477.5 square miles (about 1,586 acres). The Town continues to serve as an area for trade and commerce with government and professional offices, banks, restaurants, and a variety of retail establishments. The Town also is an employment center with several major industries located within its borders. Bridgewater College, a private educational institution, and Bridgewater Retirement Community are also located within the Town.

The Town of Bridgewater is located along the northern edge of the North River near the southern border of Rockingham County. The City of Harrisonburg, the county seat, is located approximately five miles to the northeast. Other nearby urban areas include the City of Staunton (25 miles southwest), the City of Charlottesville (60 miles southeast), and the City of Winchester (75 miles northeast). The

Washington D.C. and Richmond metropolitan areas are within a two- and one-half-hour drive.

Six Town Council members and the Mayor form the governing body of the Town of Bridgewater. The Mayor and all Council members are elected at large. The Town Manager oversees the day-to-day management of town operations and coordinates long-range planning and budgeting activities.

[A seven-member Planning Commission appointed by Town Council oversees planning activities and reviews requests for rezoning and amendments to Town ordinances pertaining to zoning and land development activities. A court-appointed Board of Zoning Appeals considers requests for variances from Zoning Ordinance requirements.](#)

A seven-member Industrial Development Authority, also appointed by Town Council, issues bonds and supports economic development in Bridgewater

# MODULE 4: EMPLOYMENT & COMMERCE

## BACKGROUND

A diversity of commercial, industrial, and quasi-public employers provides a stable tax base for the Town and a broad choice of employment opportunities. Tax revenues from these employers assist in providing public services and amenities to Town residents.

To provide a meaningful economic analysis, it is necessary to look at the economy of the combined Rockingham/Harrisonburg/Bridgewater community, since the economies of the three jurisdictions are highly intertwined. Many of the area's employment centers, ~~and some of their most important taxable properties,~~ are directly related to agribusiness which flourishes in the County. Likewise, County residents benefit from the convenience of having commercial and service centers centrally located in the City and Town.

Because of its diversity and its large agricultural base, the area economy is strong and generally less affected by national economic fluctuations than more urbanized areas. Area growth has been aided by easy access to the interstate highway system, proximity to major metropolitan markets, and the availability of water resources. ~~Growth in the area economy during the last decade has been generated by increases in the poultry processing industry, the growth of James Madison University and Bridgewater College, and a surge in the services sector.~~

## COMMERCE

The ten largest employers in Rockingham County represent the industries of education, health care, manufacturing and distribution, public administration, and hospitality/recreation. Ten of the top 35 employers in Rockingham County have locations in Bridgewater. ~~With the addition of the Sentara Health Clinic, we can now say that five of the top twenty-five employers in Rockingham County are located in Bridgewater~~ including: Marshalls (9151274), Perdue Farms (550519), Bridgewater Retirement Community (46700), ~~and~~ Bridgewater



- College (39900), and Shickel Corporation (112). These institutional entities are responsible for a significant portion of our revenues.

Harrisonburg functions as the regional retail center in Rockingham County, drawing from a broad market area which includes the Town of Bridgewater. Town residents and Bridgewater College students form the primary customer base for retail and service establishments in the Town. Most of these establishments are located along Main Street.

Recent population growth has created a community of over ~~5,600~~6,500 residents (including 1,385 residential college students). This increased size should provide the impetus for commercial development with more diverse shopping opportunities within the Town borders. A major food market, pharmacy, clothing stores, and increased services should all be supportable in a community of ~~5,600~~6,500 people.

Tourism is another potential revenue source which has been increasing with the addition of the Generations Park Ice Rink, the Sandy Bottom Mini-golf Course (as well as ~~our~~ the Par 3 course), Sipe Center, Riverwalk, and ~~several new restaurants~~ the expected opening of Macado's in 2025. Future ~~parks and rec~~ projects like Riverwalk, Sipe Center, and ~~Downrush Vista~~ such as the proposed Convocation Hall at Harrison

Park promise to increase the number of outsiders making their way to Bridgewater.

Top Employers in Rockingham County			
#		#	
1	Rockingham County School Board	19	Bridgewater Home, Inc.
2	Sentara Healthcare	20	Sunnyside Presbyterian Home
3	Wal Mart	21	VPGC LLC
4	Cargill Meat Solutions	22	Shenandoah Growers Inc
5	Merck Sharp & Dohme Corp	23	Interchange Group Inc
6	Marshall's	24	Food Lion
7	Great Eastern Resort Management	25	Science Applications International Corporation
8	Pilgrims Pride Corp	26	Great Eastern Resort Corporation
9	LSC communications Book LLC	27	Shenandoah Valley Electric
10	County of Rockingham	28	Lantz Construction Company
11	Danone North America Public Benefit	29	Avant Healthcare Professionals
12	Millercoors LLC	30	Massanutten Ski Lodge
13	QSi LLC	31	Rockingham Co-op Farm Bureau Inc.
14	Perdue Products	32	Partners Excavating Company Corporation
15	Dynamic Aviation Group	33	McDonalds
16	Sysco Food Services	34	Farmer's and Merchants Bank
17	Riddleberg Brothers, Inc	35	Shickel Corporation
18	Bridgewater College	Locations in Bridgewater are highlighted.	

Source: Virginia Employment Commission, Economic Information & Analytics, Quarterly Census of Employment and Wages (QCEW), 2nd Quarter (April, May, June) 2023.

**GOAL: MAINTAIN AND EXPAND THE STRONG EMPLOYMENT BASE OF ~~THE TOWN~~BRIDGEWATER.**

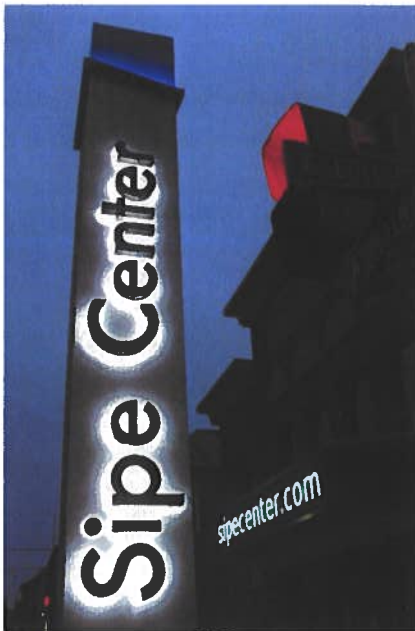
**Objective: Retain and strengthen present ~~institutional~~ establishments within the Town.**

- Work with local industry representatives to ensure that adequate water and sewer capacity is available for future expansions.
- **Continue to** improve transportation network in the industrial area to allow simultaneously easier access for industries and a safer, calmer experience for pedestrians and other motorists.

**Objective: Seek opportunities to expand and build upon the present commercial base.**

- ~~Promote~~ Continue to promote the idea of Bridgewater being a good place to locate or expand a business.

#### Objective: Promote and encourage tourism activities



- Continue to improve the Town's amenities that draw outsiders, such as Generations Park Ice Rink, Sandy Bottom Par-3 and Mini-golf, Sipe Center, Riverwalk, and the proposed Convocation Hall at Harison Park.
- Document the Town's historic resources, and other resources that might attract visitors, to create an awareness of these assets. Improve and preserve the appearance of historic structures within the Town. Encourage their preservation and adaptive use.
- Continue to hold Charter Day activities, Eve of Independence, Summer's End Celebration, and other special events celebrating the community to promote civic pride and attract visitors from the county and surrounding region.
- Permit bed and breakfast establishments, Airbnb's, and small inns in areas appropriate for such uses.

**GOAL: PROVIDE A RANGE OF GOODS AND SERVICES TO MEET RESIDENT NEEDS— AND MAINTAIN THE ECONOMIC VIABILITY OF THE EXISTING DOWNTOWN COMMERCIAL AREA.**

**Objective: Provide for a mixture of retail stores, business and government offices, restaurants, personal and professional services, financial services, and other related and appropriate uses within the Town.**

- Ensure that Town land-use regulations permit a variety of commercial and business uses to promote diversity and flexibility in business location decisions.
- Town officials should work with local business owners to help retain existing businesses and promote their expansion.
- Continue to encourage ~~Establish land development regulations~~ and facilitate (when possible) development and beautification of properties along ~~for the~~ Main Street ~~commercial area from the North River to the Mount Crawford Avenue~~

~~intersection which to~~ protect the existing character of the area. This area, particularly from the North River to North River Road, represents the traditional commercial activity center of the Town and has undergone a higher density and intensity of development than other areas.

- ~~The~~ Ensure that the northern Main Street commercial area ~~will~~ continues to be a site for commercial and retail development.
- 

**Objective:** ~~Increase the perception of the Town as a desirable place to shop.~~ Promote Bridgewater as a shopping destination.

- Continue to improve the appearance of Main Street and seek the cooperation of local businesses in this effort.
- ~~Continue to~~ Seek out ~~the types of~~ businesses that would complement and expand the present mix of goods and services available to Town residents.
- ~~An~~ Continue to provide an inventory of ~~vacant or underutilized commercial buildings should be completed to determine opportunities for business expansion or recruitment.~~ commercial properties available for lease or sale to facilitate business expansion or recruitment.  
~~Establish more public parking downtown through the purchase of old, dilapidated property which could then be converted into attractive, landscaped parking areas.~~

# MODULE 6: PUBLIC SERVICES

## BACKGROUND

Public services and facilities help determine residents' quality of life. Public services add to residents' convenience and safety ~~and while helping~~ make ~~the~~ ~~community~~ Bridgewater a desirable place to live and work. The provision of various services, especially public water and waste water systems, is a key distinction between rural and urban environments. These services promote efficient use of available land and help attract commerce and industry.

## PUBLIC UTILITIES

The Town of Bridgewater owns and operates a water treatment and distribution system located on Green Street near its intersection with Breezewood Terrace. At one time, all of our drinking water was taken from North River, treated and distributed to Bridgewater households. However, in 1996, the Town completed the drilling of a well rated at 1.5 million gallons per day (mgd). In 1998, this well was brought on-line. Today this water is mixed with that from North River, treated at the water treatment facility and distributed to more than 2,000 Bridgewater households. The current rated capacity for treatment and distribution is 1.5 ~~million gallons per day (mgd)~~ with an average daily demand of 0.759 mgd in 2017. System storage capacity is 1.53 million gallons.

In recent years, Town staff has made efforts to reduce or eliminate septic systems within the Town limits. Since February 2019, seven homes were disconnected from private septic and connected to Town sewer. Currently, 25 properties are still on private septic. Further, in 2023, water meters were upgraded from manual and touch read to radio read, significantly simplifying the data collection process, and the Town implemented a Supervisory Control and Data Acquisition (SCADA) system at the Water Treatment Plant which allows staff to control, monitor, and analyze all the components of the water treatment process.

~~An agreement exists between the Town of Bridgewater and Rockingham County for the purchase of water during emergencies. Valves can be opened during a crisis such as a major fire that will allow water from the Rockingham County system to enter Bridgewater's distribution system.~~

During the past four decades, the Town has taken steps to replace undersized and inadequate water lines. More than one-half of the water distribution system has been installed since 1980. A comparison of treated versus metered flow indicates a very low system loss of less than five percent. System pressure is good throughout the Town. There are still isolated locations within the Town where water lines are undersized or

have begun to function inefficiently such as some areas along Main Street. Town officials have identified these problem areas and ~~are preparing~~making plans to address improvements.

## WASTE WATER COLLECTION AND DISPOSAL

The Harrisonburg-Rockingham Regional Sewer Authority (HRRSA) operates the waste water treatment plant providing service to town residents. The rated treatment capacity of this plant is 22 mgd but this capacity is sometimes exceeded during storm events due to inflow and infiltration problems. The HRRSA provides wastewater treatment services for the City of Harrisonburg, the Towns of Dayton, Bridgewater, and Mt. Crawford, and nearby areas within Rockingham County.

The Town is responsible for maintenance of the wastewater collection system. This system includes more than 70,000 feet of terra cotta, PVC, and ~~cast iron~~cast-iron pipe as well as ~~one pump~~four pump stations located near Millview Estates, Bridgewater Fields, Wildwood Park, and the Bridgewater College athletic field on East Riverside Drive.

The sewer mains and manholes throughout Town were recently mapped and added to the Town's new Geographical Information System (GIS). In time, water mains, parcel details, zoning files and other data will also be uploaded. Once completed, this program will be a valuable one-stop source of geographical information for Town residents and staff.

The Town has been replacing old terra cotta waste water lines with PVC pipe as part of a comprehensive inflow/infiltration abatement plan. More than one-half of the wastewater collection system has been installed since 1980. Many of the old brick manholes have been replaced to reduce inflow and infiltration problems.

## ELECTRICITY AND NATURAL GAS

Dominion Virginia Power provides electric service to most residential, commercial, and industrial customers in Bridgewater and the surrounding vicinity. A few customers are served by Shenandoah Valley Electric Cooperative. Natural gas service is available in some sections of town through Columbia Gas. Charging stations for Electric Vehicles are available at Generations Park and on the Bridgewater College Campus.

## SOLID WASTE COLLECTION AND RECYCLING

The Town provides weekly curbside collection of solid waste to its residents through Waste Management for a monthly fee. ~~Nonresidential collection charges are assessed on a case-by-case basis.~~ Refuse is deposited in the County Landfill. ~~A curbside~~

~~recycling program has been established as well as vegetation collection.~~ The Sandy Bottom Recycle Center was opened in 2020 and is available 4 days each week for residents to drop off #1, #2, and #5 plastics, aluminum and steel cans, paper, cardboard, plastic bags, ink cartridges, hard drives and cell phones, glass, and household batteries. It also provides secure bins for professional paper shredding.

#### INTERNET AND CABLE TELEVISION

Comcast and Glofiber provides ~~cable~~ Internet and ~~cable~~ television service in the Town of Bridgewater, and Verizon provides DSL Internet service.

#### POLICE AND EMERGENCY SERVICES

Bridgewater has ~~nine~~ ten full-time police officers that provide 24 hour coverage of the Town. These officers have use of ~~five~~ eight police vehicles for patrol duties. Police offices are located ~~o~~ in the first floor of the ~~Town~~ Bridgewater Community Center at 201 Green Street.

Volunteer fire and rescue stations are located within the municipal limits and serve both town residents, and nearby Rockingham and Augusta County ~~areas~~. The Bridgewater Volunteer Fire Department is located at 304 North Main Street. The Bridgewater Rescue Squad is located at 10 Volunteer Drive.

#### HEALTH FACILITIES

~~Rockingham Memorial Hospital~~ Sentara RMH Medical Center is located approximately seven miles away from Bridgewater. General medical and related services are available in Bridgewater from physicians, dentists, and other medical personnel. ~~A new health clinic, operated by Carilion, opened this year on Dinkel Avenue.~~ Bridgewater Health Center, on Bridgewater's eastern border, provides Sentara Physical Therapy, Lab, and Imaging services, and Carilion Family Medicine. On Main Street, Hastings Medical Clinic offers primary and urgent care for all ages. ~~The~~ Award-winning Bridgewater Retirement Community ~~Village~~, an elder care facility, is also located in the Town.

#### EDUCATIONAL FACILITIES

The Rockingham County School Board operates Turner Ashby High School and John Wayland Elementary School in ~~Bridgewater~~ town. Wilbur Pence Middle School is located in Dayton. Blue Ridge Christian School, a private religious-based school, ~~is located~~ provides preschool and elementary school education in the old Bridgewater Elementary School building on Dinkel Avenue. Additionally, Connections Early Learning Center provides licensed full-day care and education for infants, toddlers, and preschoolers as well as programming and academic support for elementary-aged

children before and after school and during the summer break. Bridgewater College, founded in 1880, is a private co-educational institution providing a graduate and undergraduate program. ~~four-year post-secondary education.~~ James Madison University and Eastern Mennonite University, located in Harrisonburg, and Blue Ridge Community College in Weyers Cave, also provide post-secondary education.

## LIBRARY SERVICES

North River Library provides the main library service to the Town. Bridgewater College's library is also available to the broader community, as is the Massanutten Regional Library in Harrisonburg. ~~Most local churches have libraries as do the public schools and the Bridgewater Retirement Village.~~

## PUBLIC RECREATION

Bridgewater owns and maintains ~~twelve~~ fourteen public parks totaling nearly ~~200~~ covering 100 acres. More than half of this recreational space was acquired since 1984.

**Oakdale Community Park** (35 acres) ~~, adjacent to Mt. Crawford Avenue,~~ is the Town's largest park located at 134 Mt. Crawford Avenue. ~~with an area over thirty five acres.~~ Approximately nine acres are leased to the Bridgewater Community Little League which maintains six ball fields and operates a clubhouse and concession stand. The park contains three picnic shelters and two playgrounds, ~~and a newly constructed outdoor~~ basketball court, and a foursquare court. In 2023, the Oakdale Pond was completed. This beautiful water feature helps alleviate stormwater drainage issues. The pond was stocked with small fish in early 2024 and fishing is expected to be available by mid-2025. In addition to the large number of Little League practices, games and tournaments held in the park, many Town-sponsored events are held here each year, including a Touch-A-Truck and Police Rodeo in the spring, Summer Camp for elementary students, the ever popular Summer's End Celebration on Labor day, and Halloween at Oakdale Park. ~~This park is also the home for the summer concerts program and the annual "Summer's End Celebration" which are both sponsored by the Town and provided free to area residents.~~

**Harrison Park** (15 acres) is located at the corner of Green and Grove Streets ~~and encompasses approximately fifteen acres.~~ The park is home to the Doug Will Tennis Center, which houses two indoor hard surface tennis and pickleball courts, along with. ~~The park also has a an outdoor~~ basketball court and playground area. ~~Horse shows and other special events are sometimes held at Harrison Park, and e~~Each year July, the Bridgewater Volunteer Fire Department holds its fundraising Lawn Party on public land adjacent to Harrison Park.:

**Generations Park** (.72 acres) features ice skating during the winter. Ice skating season begins on Thanksgiving Day and is open daily through the beginning of March. ~~The skating~~ Admission and skate rental is free for all Town residents who present a B-Rec pass. A nominal fee is charged for non-residents. Skating lessons are provided by Generations Park Ice Academy, and in 2023, the Town started providing weekly shuffle curl games at the rink. The annual Christmas Tree Lighting is held here each November. Throughout the ~~rest~~ remainder of the year, Generations Park provides pickleball courts and hosts evening concerts, including Bridgewater's Eve of Independence which draws large crowds with a free concert from a popular local band, food trucks, and spectacular fireworks. ~~movie nights and other events.~~

**Sandy Bottom Park** (18.15 acres) is home to Bridgewater's par three, ~~nine-hole~~ nine-hole golf course, and an 18-hole miniature golf course. The park facilities also include a practice green, restrooms, a new picnic shelter, a four-square court and sand volleyball court, several picnic tables along the river, two gazebos, and ample parking. Two Town-sponsored events are hosted annually at this park: the Labor Day 5K and the Minigolf Leaderboard Tournament. Sandy Bottom Park is also home to the Bridgewater recycling center addressed earlier in this module.

**Wildwood Park** (10 acres) is a ~~ten-acre~~ ten-acre site adjacent to the North River on West Bank Street. A dam in the river provides a pool for fishing. This park contains picnic tables, playground equipment, restrooms, and a picnic shelter. The park provides both wooded areas and grassed open spaces for recreation and exploration. Bridgewater's Easter Egg Hunt is held here every spring. Additionally, John Wayland Elementary School 2<sup>nd</sup> grade classes visit the park toward the end of the school year to plant flowers and learn more about the park's ecosystem and how to properly care for our natural environment and the watershed.

**Wynant Park** (0.83 acres) is a small neighborhood park adjacent to East College Street containing trees and grassed areas as well as playground equipment.

**Edgebriar Park** (0.24 acres) is located on the banks of the North River along East Riverside Drive. The park has a large well-landscaped water garden and ~~will soon have~~ a fishing pier that is handicap accessible. Edgebriar is also a great starting point for those wishing to enjoy the Roscoe Burgess Riverwalk Trail.

**Cooks Creek Arboretum** (8 acres) consists of eight acres of peaceful green space located along the banks of Cooks Creek. It contains several picnic tables as well as a walking path.

**The Dinkel-Harris Gateway at Warm Springs Turnpike Park** (.13 acres) is a small park which commemorates the history of Route 42, formerly known as the Harrisonburg-Warm Springs Turnpike.

**Bridgeview Park** (2.58 acres) includes exercise stations, a walking path, and playground equipment. It is located on West Bank Street. [The Roscoe Burgess Riverwalk Trail passes through this park.](#)

**Seven Bridges Park** (2.23 acres) is located next to the bridge crossing North River. ~~It-and~~ contains a gazebo, ~~as well as plaques~~ a plaque telling some of the history of Bridgewater during the Civil War, and a boat ramp for those who would like to paddle the river. [Seven Bridges Park is along the Roscoe Burgess Riverwalk Trail between Edgebriar and Bridgeview Parks.](#)

**Whitelow Park** (4.73 acres) ~~along is~~ Bridgewater's north-western border features ~~newest park, featuring~~ a walking trail, small pavilion, playground equipment, a swing set, and a gaga ball pit.

**Roscoe Burgess Riverwalk** is a walking trail along North River. ~~which will begin construction in 2019.~~ As of summer 2024, the trail connects Edgebriar, Seven Bridges, and Bridgeview Parks. Future phases will connect all Bridgewater parks along the banks of the North River- from the Sandy Bottom Golf Course to Wildwood Park, with a footbridge for those who wish to explore the currently inaccessible islands in the middle of the river.

**Veterans Park** (0.11 acres) is Bridgewater's newest park. It provides a sprinkling of green space in Bridgewater's Midtown area and a mountain of respect to our veterans who have served in one of the six branches of the U.S. military. Bridgewater residents and guests may purchase plaques honoring their loved ones who served our country. The plaques are then placed on the memorial wall that serves as a focal point of the park. All proceeds from plaque sales go to the Bridgewater VFW. Next to the wall, a landscaped area features flowers, and several trees including a Dawn Redwood. This tree, once thought to be extinct, symbolizes that those who are lost are never forgotten.

**Sipe Center** is a multi-purpose theater on the corner of College Street and Main Street which opened in 2019 providing Bridgewater residents and guests with a regular schedule of movies and live performances. Several times per year, residents and guests enjoy the ever-popular Mario Cart Tournaments on the big screen, and a Santa at Sipe event is held here each December. Sipe Center is also available for private rentals ~~which will begin construction this year~~ and serves as the venue for Bridgewater's monthly Council meeting as well as other administrative gatherings.

~~A five-member Recreation Commission is charged with establishing rules and regulations for park use and planning future facilities and improvements. Town personnel provide supervision and maintenance of all park facilities.~~

Both Rockingham County and Bridgewater College provide recreational programs that are available to the public during certain hours. The Ashby Recreation Association operates a private swimming pool. Bridgewater Community Little League provides baseball, softball, tee-ball, and challenger division at Oakdale Park. Shenandoah Valley United offers soccer programming in Rockingham County for youth players from the Central Shenandoah Valley.

## PUBLIC BUILDINGS

The Bridgewater Community Center, located at 201 Green Street, houses offices for the Police Department, Town Treasurer, Public Works, and Administration offices. The building also contains Arey Assembly Hall, a large community meeting room which offers space for community events as well as wedding receptions, family reunions, etc. In 2023, renovations to the assembly hall allowed for the creation of 201-B, a small office space perfect for those who work from home or need a private location to meet with a client. The office, complete with a large desk, printer, and internet access is free to B-Rec holders. The Town owns ~~two sites~~ property on Volunteer Drive that serves as the headquarters for the Bridgewater maintenance department and provides a shop and municipal garages for vehicles and equipment.

The Town also leases the old Town Hall building at 109 South Main Street to the Bridgewater Historical Society.

GOAL: ENSURE THAT ALL RESIDENTS CONTINUE TO RECEIVE  
-TOP-QUALITY POLICE, FIRE, RESCUE,  
-AND WASTE COLLECTION AND DISPOSAL SERVICES.

- Offer technical and financial assistance to volunteer fire and rescue squads as needed.
- Continue to provide 24-hour police service and maintain minimum requirements for officers.
- Continue providing collection ~~and disposal~~ services through Waste Management and recycling at the Sandy Bottom Recycle Center.

GOAL: PRESERVE AND ENHANCE THE NATURAL RESOURCES OF  
BRIDGEWATER TO BENEFIT BRIDGEWATER RESIDENTS.

**Objective:** Ensure that public buildings and amenities provide adequate and attractive space to support Town departments, services, and staffing needs.

- ~~Expand police department at Bridgewater Community Center upon completion of Sipe Center.~~
- ~~Relocate council meetings from Bridgewater Community Center to Sipe Center, upon completion.~~ Improve and beautify the Town shop area.
- As part of the Tree City USA program (to which Bridgewater was named in 2023):
  - Plant 1.5 trees for every tree removed.
  - Budget adequately for the care of public trees.
  - Celebrate Arbor Day each year.
- ~~Consolidate Public Works operations to Volunteer Drive site to improve efficiency of operations, reduce site maintenance costs, and remove existing structures from the floodplain.~~ Make repairs and improvements to the old Town Hall building.
- Provide network connection between all Town facilities.
- Continue to explore opportunities for undergrounding of utilities along Main Street.

**Objective: Provide adequate community facilities and services for all neighborhoods.**

- Continue to ~~m~~Monitor demand for water services to ensure that sufficient capacity and pressure is available to meet resident needs.
- ~~Replace~~ Continue to replace and upgrade deficient water lines.
- Ensure sufficient capacity is reserved with the Harrisonburg Rockingham Regional Sewer Authority.
- Encourage and consider assisting with the installation of electric charging stations as opportunities allow.

**Objective: Expand recreational activities.**

- ~~Work with Recreation Commission to develop a master plan for the Town's recreation program.~~
- Seek out funding resources available to the recreation program through grants and other opportunities.
- Continue to connect Town parks to each other through pedestrian and bicycle trails, like the Roscoe Burgess Riverwalk Trail and Gen-Oak Connector.
- Continue to reserve land within the floodplain for open space.
- Continue to provide events and spaces that build a strong sense of community in a beautiful environment.
- Explore construction of a Convocation Hall at Harrison Park.

**Objective:** Incorporate public services and community facilities into Capital Improvements Plan.

- ~~Construct Sipe Center as outlined in Capital Improvements Plan and approved by the Planning Commission and Council.~~
- Identify and prioritize areas of need and related to existing and proposed community facilities and infrastructure for funding through the Capital Improvements Plan.

**Objective:** Match program costs with revenues.

- Monitor costs of public services and ensure that fees and other assessments are adequate to provide for present and future needs.

# MODULE 8: FEATURED CAPITAL IMPROVEMENTS ~~PLAN~~

## OVERVIEW

This list of capital projects helps guide the Town Council towards the goal of meeting community needs. Based on surveys of citizens, board members, and staff, the following projects have been identified for the Plan.

## RIVERWALK

~~Sipe Center will be a multi-use theater, auditorium, and meeting space on the Northeast corner of College and Main Streets. The theater will host movies for the public, stage shows, and, importantly, monthly meetings of Town Council and other boards and commissions, as needed. This will allow the Police Department to expand from their limited floor space in the Bridgewater Community Center to occupy the current Council Chambers.~~ Riverwalk is a walking path along Bridgewater's southern boundary. When completed, it could connect Sandy Bottom Par-3 and Mini-golf on our southeastern border with Wildwood Park on our southwestern border. Phase two, which extends the path through Bridgeview Park to West Bank Street, is expected to be completed by Summer 2024. The path will continue eastward along East Riverside Drive in future phases three and four, possibly extending to the islands in the river.

## MIDTOWN REDEVELOPMENT

~~With the addition of Parkside Village, and increasing operations in the industrial sector, the stoplight at Main Street and Old River Road has become increasingly more crucial. This project is slated to be completed by late 2019.~~ The Midtown Connector will provide a badly needed east-west link across Main Street and funnel traffic to enter Main at the Mt. Crawford Avenue stoplight. Additionally, the Town has taken measures to revitalize this area. Veterans Park opened at the end of Ashby Street in 2023, a new landscaped area was installed between 427 and 429 North Main Street in 2024, and the Town has offered attractive uniform signage to new businesses in the area. Exploring ways to increase green space, add beauty, and restore the character of this area will continue to be a part of the Midtown Connector project.

## MAIN STREET REDEVELOPMENT

Improving the commercial and visual appeal of our Main Street has been a long time initiative in Bridgewater. Our Neighborhood Districts solve some of the logistical complications related to zoning requirements for current and future business owners.

~~Our new franchise with Dominion Power will underground a significant portion of overhead power lines. And~~ Our two public facilities, Generations Park and Sipe Center, are and will **continue to** be important hubs of activity. Continuing to invest in measures like these will prove to be the best way to improve Main Street to a premier cultural hotspot.

#### UTILITY UNDERGROUNDING

~~In addition to the measures mentioned above, undergrounding utilities in other key areas, such as Dinkel Avenue, can be achieved through measures such as cost sharing with new businesses and incorporating utility undergrounding as part of other projects.~~

#### DON LITTEN PARKWAY

While there are no immediate plans to construct the parkway, **c**onnecting Route 257 with Route 42 (Dinkel Avenue and Main Street) ~~will greatly~~ **could** reduce the amount of industrial traffic on Main Street.

#### CONVOCATION HALL

A future Convocation Hall adjacent to the Doug Will Tennis Center at Harrison Park, will provide an indoor venue for meetings, trade shows, and festivals in Bridgewater. When it's not being used for outside events, the indoor basketball courts and walking path will be popular among residents and guests. ~~Removing maintenance operations from the floodplain has mostly been accomplished, but improving our current shop and ceasing operations at the shop at Sandy Bottom will streamline operations and reduce costs associated with maintaining both buildings. In addition, reducing the overall number of structures in the floodplain is one of the goals of this plan.~~



## **April 2024 Police Report - Bridgewater**

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**Police Calls for service: 995 (619 Extra Patrol)**

**IBR Group A offenses: 12**

**Incident Reports: 48**

**Total Traffic Crashes: 5**

**DMV Crash Reports: 2**

**Arrests: 3 (10 total Warrants Served)**

**Summons: 30**

**Notable BPD activity:**

**Activity has picked up as the warmer weather has come.**

**April 9<sup>th</sup>, all officers were trained on the new Taser 10.**

**May 11<sup>th</sup>, Touch a Truck and Bike Rodeo at Oakdale Park**

**-The Town Police Assistance pact is completed. If Bridgewater PD needs assistance of more officers, we can now request assistance for town needs such as special events, parades, emergencies, etc. requests can be made by us for Grottoes, Timberville, Elkton, New Market, Shenandoah, Dayton.**



**Thank you, Chief Phillip Read**

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Town of Bridgewater  
**POLICE DEPARTMENT**  
 201 Green Street, Bridgewater, Virginia 22812

Phone: (540) 828-2611  
 Fax: (540) 828-0136  
[police@bridgewater.town](mailto:police@bridgewater.town)

**CRIME TRENDS**  
 Town of Bridgewater, Virginia



Group A Offense	Jan-24	Feb - 24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
<b>Crimes Against Persons</b>													
Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Kidnapping/Abduction	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault/Intimidation	1	3	4	0	0	0	0	0	0	0	0	0	8
Non-forcible Sex Offenses	0	0	0	1	0	0	0	0	0	0	0	0	1
<b>Crimes Against Property</b>													
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0	0	0	0	1
Larceny	2	4	2	6	0	0	0	0	0	0	0	0	14
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0	0	0	0	0	0	0	0	0
Fraud	1	0	2	2	0	0	0	0	0	0	0	0	5
Embezzlement	0	0	1	0	0	0	0	0	0	0	0	0	1
Stolen Property	0	0	0	0	0	0	0	0	0	0	0	0	0
Property Damage/Vandalism	0	2	2	1	0	0	0	0	0	0	0	0	5
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Crimes Against Society</b>													
Drug Offenses	0	2	0	2	0	0	0	0	0	0	0	0	4
Pornography/Obscene Material	0	0	0	0	0	0	0	0	0	0	0	0	0
Gambling	0	0	0	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0