

AGENDA
BRIDGEWATER TOWN COUNCIL

May 13, 2025

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

- 7:00 p.m. **Public Hearings:**
 1. 101 North Main Street SUP Extension
 2. Issuance of a Bond for Wellness Quarter Construction
- 7:10 p.m. **Call to Order: Mayor Ted W. Flory**
- 7:11 p.m. **Invocation: Mr. Steven A. Schofield**
- 7:12 p.m. **Visitors** _____
- 7:17 p.m. **Minutes of previous meeting: Ms. Morgan Shirkey**
- 7:18 p.m. **Finance and Ordinance Committees:**
 1. Finance: Mr. Steven Schofield
 a. Treasurer’s Report for the month of April
 b. Bills for the month of April
 c. Financial Ordinance FY26 (O-191-8)
 d. Outstanding Accounts
 2. Ordinance Committee: Dr. William Miracle
- 7:23 p.m. **Administrative Report: Mr. J. Jay Litten**
 1. 101 North Main Street SUP Extension (O-191-9)
 2. Wellness Quarter (R-191-4)
- 7:38 p.m. **Public Works and Recreation Commission:**
 1. Public Works: Mr. Fontaine Canada & Ms. Megan Byler
 a. Recycle Center Field Trip
 2. Recreation Commission: Ms. Stephanie L. Curtis & Ms. Megan Byler
- 7:41 p.m. **Community Relations and Economic Development:**
 1. Community Relations: Mr. Travis Bowman
 2. Economic Development: Mr. Jim Tongue
- 7:43 p.m. **Closed Session**
- 8:13 p.m. **Mayor’s Report**
 1. VFW Law Enforcement Officer of the Year Award Presentation
- 8:18 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.

RECORD OF PUBLIC HEARING
TOWN OF BRIDGEWATER, VIRGINIA

April 8, 2025

Textual Amendment to Zoning Code
Pet Grooming Establishments in B-1

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

Planning Commission Present: *Hallie Dinkel, Stephen Howard, Adam Pequignot, Debbie Snider, William Wood*

On Tuesday, April 8, 2025, at 7:00 p.m., the Bridgewater Town Council conducted a joint public hearing with the Planning Commission to hear comments on a proposed amendment to zoning code. The proposed amendment would allow pet grooming establishments to exist as a matter-of-right in B-1 districts.

Mr. J. Jay Litten introduced the hearing and turned it over to Ms. Gwen Gottfried. Ms. Gottfried said that there had been interest in putting a pet grooming establishment on Main Street, and in consulting code determined there was no provision for such a business. It seems to fit with our business district, the Planning Commission was consulted and agreed but made suggestions to require there be no animals kept outdoors, and no boarding overnight. Keep in mind that anything that is a matter-of-right in B-1 also becomes a matter-of-right in B-2 and M-1, which is industrial. The Planning Commission will meet to discuss after the public hearing.

There being no questions or comments, the public hearing was closed at 7:03 p.m.

Morgan Shirkey, Clerk

MINUTES

BRIDGEWATER TOWN COUNCIL

April 8, 2025

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 8, 2025, at Sipe Center, 100 North Main Street, Bridgewater, Virginia.

Call to Order and Invocation: Vice Mayor Canada called the Council to order at 7:03 p.m. and gave the invocation.

Visitors:

1. Yelena Harunovich (127 Millview Drive) presented her reasons for being in favor of the rezoning in Millview, and likes the R-2 designation.

Minutes: Ms. Morgan Shirkey

March minutes were approved as presented.

Finance: Mr. Steven Schofield

1. March Treasurer's Report (Attached).

Mr. Schofield moved that the March 2025 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.

2. March Bills (Attached).

Mr. Schofield moved to appropriate and authorize the payment of March bills in the amount of \$229,036.15 and to ratify the earlier payment of bills totaling \$264,914.78, all as reviewed and approved by Town staff and the Finance Committee Chairman. Seconded by Ms. Curtis. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Canada, Tongue, Curtis. Those voting nay: None. Absent: Flory.

3. Property Tax Rate Ordinance. This ordinance reflects no increase in tax rates for Fiscal 2026.

Mr. Schofield moved to approve the "Property Tax Rate Ordinance" (O-191-5), as presented. 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: Dr. William Miracle

1. Title 11 Amendment. A resident requested to run a water line from his home to his garage which is not currently permitted, but after consultation this was a reasonable request. This ordinance modifies the current ordinance in a common sense way.

Dr. Miracle moved to approve "An Ordinance Revising the Town's Regulations Concerning Water and Sewer Connections" (O-191-6), as presented. Seconded by Mr. Schofield. The motion carried

unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Canada, Tongue, Curtis. Those voting nay: None. Absent: Flory.

Administrative Report: Mr. J. Jay Litten

1. Macado's Special Use Permit Extension. This SUP technically expired toward the end of March, the restaurant is well underway but not quite complete and it seems to us that the last thing we want to do as they're working hard to open is throw them into zoning limbo, so we suggest extending that SUP. The resolution presented starts the process as the extension itself can only happen after a public hearing.

Mr. Schofield moved to approve "A Resolution Initiating a Special Use Permit Extension" (R-191-3), as presented. Seconded by Mr. Tongue. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Canada, Tongue, Curtis. Those voting nay: None. Absent: Flory.

2. Rezoning 103 Millview Drive. This is from last month's rezoning but was postponed. Mr. Canada noted this is an up and down vote as we cannot accept any proffers, then asked Mike Budd, an architectural review board member for Millview, to come to the podium. Mr. Canada then asked how active the committee is and what oversight they provide. Mr. Budd said that anytime someone is going to build, they submit plans for the committee to review and if they don't meet the guidelines they're kicked back to the builder for changes. Mr. Tongue asked if this particular lot falls under the committee's jurisdiction, and Mr. Budd said yes.

Mr. Schofield moved to approve "An Ordinance Granting Rezoning of Rockingham County Tax Map ID 122E-4-4C From R-1 to R-2" (O-191-4), as presented. 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.

3. Budget Guide. A physical copy of the budget guide for fiscal 26 is available for Council, and copies will go in the mail in a few days for everyone in Town. The budget hearing is 2 weeks from tonight.

4. Old Town Hall. Last month we showed a photo of the Story Realm, but tonight we're showing the first 2 minutes of the video story that will be in our first Story Realm. The video was shown and Mr. Litten credited Alex Wilmer as well as Jim Joyner, Media Specialist, with the research and handling of the video creation process.

5. Textual Amendment Decision. This pertains to the dog-grooming business in B-1. Planning Commission recommends approval.

Ms. Curtis moved to approve "An Ordinance Amending §6-802 of the Bridgewater Zoning Code to Allow Pet Grooming Establishments as a Matter-of-Right in B-1 District" (O-191-7), as presented. 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.

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

1. Arbor Day/Earth Day Event. The event will be held April 23rd-26th down at the Sandy Bottom Recycle Center. We'll have refreshments, recycle center information, crabapple tree seedlings as giveaways, as well as other goodies. We also are hoping to have Dedicate a Tree forms there in case anyone wants to know more about that program in our parks.

2. 425 North Main Street. We got sod down and trees planted, and with good weather and rain it's

looking quite green out there now. We have some autumn gold gingkoes, a willow oak, and some maples.

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

No report was submitted.

Community Relations: Mr. Travis Bowman

No report was submitted.

Economic Development Committee: Mr. Jim Tongue

No report was submitted, but Mr. Tongue did share that the Old Town Hall project has been warmly and enthusiastically received by the Bridgewater Historical Society.

Mayor's Report: Vice Mayor A. Fontaine Canada

1. Arbor Day Proclamation 2025. Vice Mayor Canada read the 2025 Arbor Day Proclamation.
2. Monthly Police Report.

Adjournment – 7:35 p.m.

A. Fontaine Canada, Vice Mayor

Morgan Shirkey, Clerk

TOWN OF BRIDGEWATER- CUMULATIVE MONTHLY FINANCE SUMMARY

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2024-2025	ESTIMATED		ACTUAL		CASH IN BANK	NOTES	
	REVENUE	EXPENSES	DIFFERENCES	REVENUE			EXPENSES
1 Month (Jul 31)	1257	1139	118	1298	1205	93	3422
2 Months (Aug 31)	1979	2232	(253)	2128	2378	(250)	3116
3 Months (Sep 30)	2947	3042	(95)	3494	3137	357	3766
4 Months (Oct 31)	3697	3822	(125)	4280	4091	189	3622
5 Months (Nov 30)	4589	4560	29	5147	4982	165	3626
6 Months (Dec 31)	5823	5479	344	6442	5871	571	4068
7 Months (Jan 31)	6543	6350	193	7228	6985	243	3783
8 Months (Feb 28)	7281	7180	101	8035	7801	234	3804
9 Months (Mar 31)	8344	8107	237	9129	8556	573	4183
10 Months (Apr 30)	9027	8857	170	9834	9405	429	4067
11 Months (May 31)	9851	9634	217			0	
12 Months (Jun 30)	10802	10802	0			0	

TOWN OF BRIDGEWATER

Revenues and Expenditures For the Month Ended April 30, 2025

	<u>Budget</u> <u>For Year</u>	<u>Estimated</u> <u>for 10 Months</u>	<u>Actual</u> <u>for 10 Months</u>
<u>Revenues and Other Sources</u>			
General Property Taxes	472,200.00	472,200.00	478,853.16
Other Local Taxes	2,868,875.00	2,297,225.00	2,359,548.67
Local Fees	118,300.00	114,425.00	129,280.88
Permits	4,700.00	3,950.00	5,368.62
Fines & Forfeitures	19,400.00	16,175.00	63,521.21
Revenue from Services	170,900.00	155,650.00	138,773.27
Revenue from the Use of Money & Property	228,850.00	200,975.00	288,058.61
Sipe Center	242,700.00	212,925.00	166,090.94
Miscellaneous	95,700.00	68,275.00	78,955.65
Categorical Aid	1,236,800.00	932,450.00	1,465,886.65
Proceeds from Financing	0.00	0.00	0.00
Funds Carried Forward(General Fund)	562,644.00	562,644.00	562,644.00
Stormwater Management	191,100.00	159,250.00	159,961.39
Sanitation	687,100.00	572,625.00	573,106.10
Water	1,504,280.00	1,260,300.00	1,253,818.79
Sewer	2,398,513.00	1,997,540.00	2,109,945.19
Totals:	<u>10,802,062.00</u>	<u>9,026,609.00</u>	<u>9,833,813.13</u>
<u>Expenditures</u>			
Town Council	47,000.00	24,150.00	24,660.09
Manager's Office	682,600.00	577,800.00	589,833.39
Legal Services	35,000.00	29,150.00	29,806.62
Independent Auditor	55,700.00	45,700.00	41,900.00
Treasurer's Office	307,800.00	263,100.00	266,320.25
Police Department	1,194,900.00	1,028,375.00	1,148,523.56
Public Works Department	288,700.00	232,100.00	253,248.38
Highways, Streets, Sidewalks	812,900.00	408,975.00	997,929.48
Street Lights	104,333.00	87,000.00	78,230.31
General Properties	635,284.00	542,200.00	603,903.78
Parks	679,450.00	574,500.00	650,091.78
Recreation	370,800.00	311,575.00	304,836.98
Community Development	294,150.00	207,943.00	241,396.61
Sipe Center	430,000.00	367,700.00	338,879.82
Economic Development	60,400.00	51,100.00	69,215.01
Insurance	160,000.00	120,000.00	97,296.00
Fund Balance	371,500.00	309,600.00	363,294.29
Bad Debts	0.00	0.00	-96.94
Debt Service	268,504.00	195,521.00	195,515.76
Storm Water Management	197,833.00	181,433.00	150,152.84
Sanitation & Waste Removal	838,500.00	729,925.00	720,383.53
Water Treatment	691,300.00	585,575.00	548,866.44
Water Distribution	753,133.00	665,083.00	443,795.21
Sewer Department	1,522,275.00	1,318,575.00	1,246,882.10
Totals:	<u>10,802,062.00</u>	<u>8,857,080.00</u>	<u>9,404,865.29</u>
Excesses (Deficiency of Revenue Over Expenditures)	<u>0.00</u>	<u>169,529.00</u>	<u>428,947.84</u>

STATEMENT OF REVENUES

For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	Estimated	Actual	Estimated	Actual
<u>General Property Taxes</u>				
Personal Property Taxes	0.00	2,781.12	367,200.00	373,434.34
Personal Property Taxes(State Portion)	0.00	0.00	102,000.00	102,034.14
Penalties and Interest on Taxes	500.00	500.15	3,000.00	3,384.68
Total:	500.00	3,281.27	472,200.00	478,853.16
<u>Other Local Taxes</u>				
Local Sales & Use Taxes	30,950.00	21,705.19	309,550.00	331,909.26
Communications Tax	5,000.00	4,796.84	50,000.00	49,059.56
Consumption Tax	1,900.00	1,879.09	19,000.00	19,691.04
Consumer's Utility Taxes	63,225.00	60,703.26	632,300.00	660,233.87
Cigarette Tax	3,375.00	3,361.90	13,500.00	15,412.17
Business License Taxes	6,575.00	7,418.11	251,575.00	285,305.00
Transient Occupancy Tax	1,600.00	1,080.06	10,450.00	10,041.77
Bank Stock Taxes	0.00	0.00	0.00	17,311.00
Meals Tax	135,000.00	139,083.33	1,010,850.00	970,585.00
Total:	247,625.00	240,027.78	2,297,225.00	2,359,548.67
<u>Local Fees</u>				
Motor Vehicle License Fee	0.00	1,752.50	94,500.00	94,665.54
Right-of Way Fees	1,325.00	1,530.94	13,175.00	16,460.34
Passport Application Fees	750.00	2,420.00	6,750.00	18,155.00
Total:	2,075.00	5,703.44	114,425.00	129,280.88
<u>Permits</u>				
Zoning, Erosion Permits	400.00	448.35	3,950.00	5,368.62
Total:	400.00	448.35	3,950.00	5,368.62
<u>Fines & Forfeitures</u>				
Fines & Forfeitures	1,625.00	7,040.20	16,175.00	63,521.21
Total:	1,625.00	7,040.20	16,175.00	63,521.21
<u>Revenue from Services</u>				
Rental Fees - Generation Park	0.00	0.00	122,800.00	110,365.16
Rental Fees - Mini Golf & Par 3	2,725.00	4,262.30	32,850.00	28,408.11
Total:	2,725.00	4,262.30	155,650.00	138,773.27
<u>Sipe Center</u>				
Concessions	4,250.00	1,672.76	53,750.00	49,296.24
Live Performances	5,650.00	2,711.00	99,850.00	61,259.70
Sponsorships	0.00	0.00	25,500.00	17,250.00
Movies	2,975.00	1,355.00	27,325.00	35,245.00
Space Rental	650.00	250.00	6,500.00	3,040.00
Total:	13,525.00	5,988.76	212,925.00	166,090.94
<u>Revenue from use of Money & Property</u>				
Interest on Bank Deposits	6,700.00	13,297.00	66,700.00	119,318.30
Rental of General Property/Shelters	1,250.00	2,040.00	12,500.00	7,780.00
Rental of Tennis Facilities	2,100.00	892.45	20,900.00	17,983.92
Sale of Vehicles	0.00	0.00	0.00	16,862.00
Sale of Material & Supplies	1,000.00	190.00	8,500.00	12,996.00
Sale of Real Estate	0.00	0.00	0.00	15,000.00
Public Communication Service Rent	9,600.00	(3,612.00)	92,375.00	98,118.39
Total:	20,650.00	12,807.45	200,975.00	288,058.61
<u>Miscellaneous/Donations</u>				
Miscellaneous	1,100.00	961.30	10,800.00	9,468.29
Gifts & Donations from Private Sources	0.00	0.00	750.00	1,352.88
Cemetery Lots	0.00	0.00	0.00	3,750.00
Classes, Camps, Festivals	0.00	225.00	2,500.00	7,737.98
Brick Donations	0.00	0.00	0.00	60.00
Town of Mt. Crawford	0.00	0.00	54,225.00	56,586.50
Total:	1,100.00	1,186.30	68,275.00	78,955.65

STATEMENT OF REVENUES

For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<u>Categorical Aid</u>				
VDOT Secondary Maintenance	0.00	0.00	571,575.00	575,753.79
VDOT Primary Maintenance	0.00	0.00	195,000.00	196,385.79
Overweight Permit Fee Revenue	0.00	0.00	450.00	153.66
Vehicle Rental Tax	100.00	0.00	1,000.00	373.15
Riverwalk Grant	0.00	0.00	24,000.00	177,897.47
Crosswalk Improvement Grant	0.00	0.00	0.00	0.00
Gen-Oak Connector Grant	0.00	0.00	0.00	14,549.88
Law Enforcement Assistance Funds	0.00	0.00	121,725.00	126,105.00
Misc. Grants	0.00	0.00	0.00	298,142.82
Police Grants	12,500.00	0.00	12,500.00	71,039.09
Litter Control Grant	0.00	0.00	6,200.00	5,486.00
Total:	<u>12,600.00</u>	<u>0.00</u>	<u>932,450.00</u>	<u>1,465,886.65</u>
<u>Proceeds from Financing</u>				
Short Term Financing	0.00	0.00	0.00	0.00
Capital Financing	0.00	0.00	0.00	0.00
Total:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Funds Carried Forward</u>				
Funds Carried Forward	0.00	0.00	562,644.00	562,644.00
Total:	<u>0.00</u>	<u>0.00</u>	<u>562,644.00</u>	<u>562,644.00</u>
Total Revenue General Fund:	<u>302,825.00</u>	<u>280,745.85</u>	<u>5,036,894.00</u>	<u>5,736,981.66</u>

STATEMENT OF REVENUES
For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<u>Stormwater Management</u>				
Monthly Utility Fee	15,925.00	16,083.63	159,250.00	159,961.39
Stormwater Admin Fees	0.00	0.00	0.00	0.00
Total:	<u>15,925.00</u>	<u>16,083.63</u>	<u>159,250.00</u>	<u>159,961.39</u>
<u>Sanitation Revenue</u>				
Refuse Collection Charges	53,550.00	53,945.97	535,425.00	537,059.28
Recycling/Vegetation Recycling Fees	3,300.00	3,322.60	32,950.00	33,165.32
Recycle Reimbursement	425.00	425.00	4,250.00	2,881.50
Total:	<u>57,275.00</u>	<u>57,693.57</u>	<u>572,625.00</u>	<u>573,106.10</u>
<u>Water Revenue</u>				
Charges of Services	104,775.00	97,212.91	1,153,650.00	1,132,564.23
Connection Fees	8,500.00	24,237.36	85,000.00	100,378.15
Penalties	2,175.00	1,705.94	21,650.00	20,876.41
Bad Debt	0.00	0.00	0.00	0.00
Total:	<u>115,450.00</u>	<u>123,156.21</u>	<u>1,260,300.00</u>	<u>1,253,818.79</u>
<u>Sewer Revenue</u>				
Charges for Services	176,970.00	174,024.21	1,857,990.00	1,888,489.54
Connection Fees	12,000.00	50,893.92	120,000.00	200,477.03
Penalties	1,900.00	1,552.79	19,050.00	19,032.99
Proceeds from Capital Financing	0.00	0.00	0.00	0.00
Sewer Surcharge	0.00	0.00	0.00	955.63
HRRSA Board Contribution	100.00	100.00	500.00	990.00
Total:	<u>190,970.00</u>	<u>226,570.92</u>	<u>1,997,540.00</u>	<u>2,109,945.19</u>
Total Revenue Enterprise Funds:	<u>379,620.00</u>	<u>423,504.33</u>	<u>3,989,715.00</u>	<u>4,096,831.47</u>
TOTAL REVENUE:	<u>682,445.00</u>	<u>704,250.18</u>	<u>9,026,609.00</u>	<u>9,833,813.13</u>

Cash in the Bank

Mar 31, 2025

Apr 30, 2025

	<u>1,626,389.41</u>	LGIP -(Fund Balance)	<u>1,653,971.01</u>
	<u>892,334.44</u>	LGIP(ARPA)	<u>895,696.39</u>
	<u>51,998.07</u>	LGIP(Wellness Quarter)	<u>52,193.91</u>
	<u>1,611,974.92</u>	F & M Bank- Checking(Sweep Acct)	<u>1,464,647.24</u>
	<u>100.00</u>	Farmers & Merchants Payroll Acct.	<u>100.00</u>
Total:	<u>4,182,796.84</u>		<u>4,066,608.55</u>

Comparative Statement of Appropriations with Expenses
For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	Estimated	Actual	Estimated	Actual
<u>Town Council</u>				
Personal Services	0.00	29.83	20,850.00	20,859.98
Fringe Benefits	0.00	2.28	1,650.00	1,597.89
Other Charges	150.00	1,036.64	1,650.00	2,202.22
Total:	150.00	1,068.75	24,150.00	24,660.09
<u>Manager's Office</u>				
Personal Services	37,350.00	37,155.98	415,000.00	421,583.69
Fringe Benefits	12,125.00	13,194.77	133,650.00	137,350.48
Contractual Services	1,650.00	7,304.06	16,650.00	16,547.86
Other Charges	1,250.00	522.93	12,500.00	14,351.36
Capital Outlay	0.00	0.00	0.00	0.00
Total:	52,375.00	58,177.74	577,800.00	589,833.39
Total:	2,925.00	2,793.40	29,150.00	29,806.62
<u>Legal Services</u>				
Total:	0.00	0.00	45,700.00	41,900.00
<u>Independent Auditor</u>				
<u>Treasurer's Office</u>				
Personal Services	15,475.00	15,546.53	172,350.00	173,361.39
Fringe Benefits	5,550.00	6,417.28	61,400.00	65,394.87
Contractual Services	900.00	1,110.74	25,200.00	25,595.48
Other Charges	425.00	160.27	4,150.00	1,968.51
Capital Outlay	0.00	0.00	0.00	0.00
Total:	22,350.00	23,234.82	263,100.00	266,320.25
<u>Police Department</u>				
Personal Services	52,100.00	56,580.02	580,200.00	616,644.49
Personal Services (overtime)	2,300.00	1,087.18	28,900.00	23,067.96
Fringe Benefits	18,600.00	22,794.45	205,000.00	228,374.67
Auto Repair	925.00	859.59	9,075.00	3,237.48
Gas, Oil, Tires, etc.	2,450.00	1,930.88	24,550.00	19,654.01
Contractual Services	3,250.00	1,821.16	61,400.00	60,705.89
Other	3,625.00	1,110.29	36,250.00	31,562.81
Capital Outlay	0.00	0.00	83,000.00	165,276.25
Total:	83,250.00	86,183.57	1,028,375.00	1,148,523.56
<u>Public Works Department</u>				
Personal Service	14,450.00	17,945.44	160,700.00	162,509.34
Fringe Benefits	4,275.00	7,126.75	47,050.00	72,447.59
Contractual Services	1,325.00	934.27	16,750.00	10,656.75
Contractual - Consulting	0.00	0.00	5,000.00	6,020.54
Other	300.00	260.21	2,600.00	1,614.16
Capital Outlay	0.00	0.00	0.00	0.00
Total:	20,350.00	26,266.67	232,100.00	253,248.38

Comparative Statement of Appropriations with Expenses

For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<u>Highways, Streets, Bridges & Sidewalks</u>				
Personal Services	12,225.00	10,902.15	136,450.00	116,059.12
Fringe Benefits	4,900.00	6,215.58	54,200.00	53,816.07
Contractual Services	3,175.00	19,333.72	176,675.00	195,977.37
Street Paving	0.00	0.00	0.00	356,302.15
Capital Outlay(Equipment)	0.00	0.00	0.00	87,500.00
Other Charges	4,150.00	6,103.65	41,650.00	163,031.05
Light Bridge	0.00	0.00	0.00	0.00
Crosswalks Gen Oak/BRCC)	0.00	0.00	0.00	1,660.00
Crosswalks (Main Street)	0.00	160.00	0.00	985.00
Gen Oak Connector Phase II	0.00	3,882.50	0.00	22,598.72
Capital Outlay	0.00	0.00	0.00	0.00
Total:	24,450.00	46,597.60	408,975.00	997,929.48
<u>Street Lights</u>	8,700.00	7,362.75	87,000.00	78,230.31
<u>General Properties</u>				
Personal Services	17,000.00	13,602.66	190,400.00	197,685.30
Fringe Benefits	6,600.00	8,311.18	73,500.00	76,268.30
Contractual Services	10,000.00	30,165.79	100,000.00	149,805.46
Contractual - Consulting	0.00	2,840.00	0.00	6,768.00
Other Charges	2,825.00	5,949.26	28,300.00	36,737.74
Capital Outlay	0.00	0.00	150,000.00	136,638.98
Total:	36,425.00	60,868.89	542,200.00	603,903.78
<u>Parks</u>				
Personal Services	17,625.00	27,195.20	197,850.00	245,660.89
Fringe Benefits	6,850.00	9,876.61	75,900.00	83,248.59
Contractual Services	7,500.00	7,760.95	120,000.00	53,745.90
Other Charges	4,250.00	6,027.54	42,500.00	55,859.83
Capital Outlay - Riverwalk	0.00	1,361.25	30,000.00	36,200.75
Capital Outlay (or Contingency)	0.00	0.00	7,000.00	175,375.82
Capital Outlay/Equipment	0.00	0.00	101,250.00	0.00
Total:	36,225.00	52,221.55	574,500.00	650,091.78
<u>Recreation</u>				
Personal Services	16,125.00	13,716.68	180,450.00	141,785.83
Fringe Benefits	5,050.00	3,258.04	56,000.00	36,981.89
Contractual Services	4,600.00	10,088.93	50,800.00	82,280.80
Other Charges	2,075.00	3,124.39	20,825.00	33,336.78
Classes & Camps	0.00	0.00	3,500.00	3,852.68
Capital Outlay	0.00	0.00	0.00	6,599.00
Total:	27,850.00	30,188.04	311,575.00	304,836.98

Comparative Statement of Appropriations with Expenses

For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<u>Community Development</u>				
Personal Services	2,250.00	552.06	24,900.00	31,518.62
Fringe Benefits	925.00	391.90	10,150.00	6,025.36
Contractual Services	2,325.00	6,201.69	28,325.00	32,305.42
Other Charges	2,575.00	998.58	25,850.00	12,150.08
Employee Relations	0.00	2,365.65	0.00	20,432.55
Festivals	0.00	2,000.00	59,250.00	37,593.32
Donations	20,000.00	0.00	49,600.00	31,287.47
Entertainment	1,000.00	0.00	9,200.00	10,900.00
Passport Processing Expense	67.00	192.19	668.00	1,764.27
Capital	0.00	57,419.52	0.00	57,419.52
Total:	29,142.00	70,121.59	207,943.00	241,396.61
<u>Sipe Center</u>				
Personal Services	7,025.00	7,381.26	78,750.00	94,221.39
Fringe Benefits	2,325.00	2,658.33	25,850.00	31,908.08
Other Charges	1,700.00	2,460.27	16,700.00	19,316.19
Contractual Services	3,400.00	4,409.99	41,000.00	38,065.44
Concessions	1,700.00	0.00	16,700.00	15,517.71
Movies	3,075.00	2,182.10	30,800.00	32,076.63
Live Performances	6,000.00	4,823.12	132,900.00	95,593.82
Capital	0.00	6,090.28	25,000.00	12,180.56
Total:	25,225.00	30,005.35	367,700.00	338,879.82
<u>Economic Development</u>				
Personal Services	2,575.00	2,565.47	28,950.00	26,955.70
Fringe Benefits	1,025.00	2,129.00	11,250.00	18,275.28
Contractual Services	1,000.00	50.00	10,000.00	21,110.76
Other Charges	100.00	0.00	900.00	2,873.27
Capital Improvement	0.00	0.00	0.00	0.00
Total:	4,700.00	4,744.47	51,100.00	69,215.01
<u>Insurance</u>				
Total:	0.00	0.00	120,000.00	97,296.00
<u>Fund Balance</u>				
Total:	30,950.00	21,703.30	309,600.00	363,294.29
<u>Debt Service</u>				
Debt Retirement	29,782.00	29,741.13	138,174.00	137,912.68
Interest Expense	14,920.00	14,960.67	57,347.00	57,603.08
Total:	44,702.00	44,701.80	195,521.00	195,515.76
<u>Bad Debt-General Fund</u>				
Total:	0.00	0.00	0.00	(96.94)
Total Expenditures General Fund:	449,769.00	566,240.29	5,376,489.00	5,931,490.88

Comparative Statement of Appropriations with Expenses

For the Month Ended April 30, 2025

	For the Month Ended 4/30/25		For the 10 Months Ended 4/30/25	
	<u>Estimated</u>	<u>Actual</u>	<u>Estimated</u>	<u>Actual</u>
<u>Storm Water Management</u>				
Personal Services	2,200.00	5,951.45	24,100.00	46,801.41
Fringe Benefits	875.00	2,706.66	9,750.00	21,995.96
Contractual Services	4,575.00	2,364.44	48,850.00	64,423.55
Other Charges	550.00	0.00	5,400.00	5,309.42
Capital Outlay	0.00	0.00	93,333.00	11,622.50
Total:	8,200.00	11,022.55	181,433.00	150,152.84
<u>Water Treatment</u>				
Personal Services	24,100.00	29,200.22	268,700.00	262,752.29
Fringe Benefits	7,925.00	11,240.94	87,550.00	94,531.28
Contractual Services	19,000.00	11,127.49	190,000.00	165,848.74
Other Charges	1,825.00	2,379.03	18,325.00	13,831.33
Capital Outlay	0.00	0.00	21,000.00	11,902.80
Total:	52,850.00	53,947.68	585,575.00	548,866.44
<u>Water Distribution</u>				
Personal Services	11,700.00	9,041.93	130,800.00	151,263.67
Fringe Benefits	4,400.00	5,495.74	48,800.00	52,148.05
Contractual Services	32,900.00	10,114.53	267,150.00	158,109.37
Contractual - Consulting	0.00	5,570.00	0.00	26,487.50
Other Charges	7,500.00	2,132.85	75,000.00	55,913.75
Debt Service/Int Expense	0.00	0.00	0.00	0.00
Capital Outlay	0.00	0.00	143,333.00	0.00
Bad Debt-Water	0.00	0.00	0.00	(127.13)
Total:	56,500.00	32,355.05	665,083.00	443,795.21
<u>Sanitation & Waste Removal</u>				
Personal Services	10,625.00	9,317.03	118,850.00	95,223.39
Fringe Benefits	4,275.00	5,390.52	47,150.00	46,363.59
Contractual Services	1,825.00	1,336.08	18,175.00	22,016.91
Contractual/Waste Management	24,700.00	26,126.72	247,000.00	257,149.15
Other Services	1,750.00	1,600.71	17,600.00	19,573.80
Landfill Fees	11,100.00	9,780.30	111,150.00	104,824.03
Capital Outlay	0.00	0.00	170,000.00	175,232.66
Total:	54,275.00	53,551.36	729,925.00	720,383.53
<u>Sewer Department</u>				
Personal Services	7,450.00	7,277.96	83,300.00	67,876.31
Fringe Benefits	2,650.00	3,463.42	29,400.00	29,381.24
Contractual Services	3,250.00	3,926.37	32,500.00	104,725.26
Sewer Authority	86,750.00	84,014.47	867,405.00	839,748.10
Other Charges	1,750.00	6,450.92	17,500.00	22,903.36
Debt Service/Int Expense	26,428.00	26,427.86	141,636.00	141,624.83
Capital Outlay	0.00	0.00	146,834.00	40,623.00
Total:	128,278.00	131,561.00	1,318,575.00	1,246,882.10
Total Expenditures Enterprise Funds	300,103.00	282,437.64	3,480,591.00	3,110,080.12
TOTAL EXPENDITURES:	Total: 749,872.00	848,677.93	8,857,080.00	9,404,865.29
Excess Revenue Over Expenses:	(67,427.00)	(144,427.75)	169,529.00	428,947.84

BRIDGEWATER INDUSTRIAL DEVELOPMENT AUTHORITY

STATEMENT OF REVENUES

For the Month ended April 30, 2025

	<u>Budget</u> FY'25	<u>Current Month</u> 4/30/2025	<u>Year to Date</u> 7/1/2024 -6/30/2025
IDA Fees	6,000.00	0.00	3,000.00
Interest on Bank Deposits	0.00	0.00	0.00
Lease Proceeds/IDA Property	65,880.00	4,300.00	33,800.00
Bond /Principal & Interest	0.00	0.00	0.00
Miscellaneous Revenue	0.00	0.00	0.00
Transfer from Reserves	0.00	0.00	0.00
Total:	<u>71,880.00</u>	<u>4,300.00</u>	<u>36,800.00</u>

STATEMENT OF EXPENSES

For the Month ended April 30, 2025

	<u>Budget</u> FY'25	<u>Current Month</u> 4/30/2025	<u>Year to Date</u> 7/1/2024 -6/30/2025
Personal Service	1,500.00	0.00	350.00
Fringe Benefits	0.00	0.00	26.78
Other	0.00	0.00	0.00
Contractual Services	2,000.00	0.00	11,100.84
Capital	0.00	0.00	0.00
Legal Service	2,000.00	0.00	0.00
Insurance & Bonding	0.00	0.00	0.00
Debt Retirement	19,700.00	5,958.96	15,732.66
Interest Expense	14,500.00	4,323.48	11,636.36
Add to IDA Reserve	32,180.00	0.00	0.00
Total:	<u>71,880.00</u>	<u>10,282.44</u>	<u>38,846.64</u>
Excess Revenue over Expense		<u>-5,982.44</u>	<u>-2,046.64</u>

Cash in the Bank- IDA

Mar 31, 2025

Apr 30, 2025

United Bank - IDA Checking	22,772.24	16,789.80
Total:	<u>22,772.24</u>	<u>16,789.80</u>

TOWN OF BRIDGEWATER
Accounts to be Written Off - May 2025

2020 Personal Property Taxes

1 Alger, Anthony Michael	61.74
2 Allman, Edith F	6.73
3 Almodovar Lugo, Miguel Angel	67.43
4 Barton, Jeffrey Frank	26.93
5 Baucum, Tiffany Ann	46.39
6 Bennett, Sarah Elizabeth Shepherd	8.62
7 Bijou, Sarana Cloe	38.71
8 Bravo, Yesenia	65.43
9 Bridgewater Equipment Repair	37.13
10 Comer, Charles Leonard	9.25
11 Cook, Don Reid	1.03
12 Cook, Gary Thomas	22.94
13 Crimson Inn	205.02
14 Curto, Francesca M	184.59
15 Degracia, Damian Duke	9.15
16 Deryabin, Mikhail	7.05
17 Embry, Julie Ann	8.53
18 Finan, Roger Sr	45.23
19 Garber, Wintersara Kingfoil	7.05
20 Geiman, Allison Mackenzie	26.08
21 Giesler, Brian Henry	15.04
22 Gissel, Daniel	33.45
23 Harris, Paul	11.46
24 Infustion Audio & Video Inc	46.62
25 Inteann, Robert Woodford	32.48
26 Kinkead, Ronda	15.98
27 Knicely, Amanda W	18.30
28 Kozolov, Andrey A	67.84
29 Kozolov, Andrey A	89.10
30 Larson, Stephen M	4.73
31 Lopez, Abimelec Diaz	17.99
32 Lucas, Jessica & Jeremy	47.65
33 MacArthur, Brett Michael	6.62
34 Michel, Joseph Louis Jr	65.53
35 Mongold, Rosa Marie	6.62
36 Moreland, Evangeline Norine	31.45
37 Potenz, Giuseppe	6.62
38 Rasul, Hardi Mahdi Rasul	22.72
39 Roberts, Nicholas W	126.13
40 Santiago Soto, Hector Andres	13.05
41 Schultz, Jason Robert	6.94
42 Scott, Donald P	51.02
43 Shifflett, David Lee	1.03
44 Sinnett, Stacey Steven	11.78
45 Swain, Matthew Nolan	7.87

Tax Total:

1643.05

TOWN OF BRIDGEWATER
 Accounts to be Written Off -May 2025

Inactive Accounts Receivable-Utilities

NAME	Date		Amount
1 Amaral Jr., Derli D.	8/4/23	NFA	59.02
2 Aviles, Keishla & Benjamin Vega	8/22/23	NFA	175.81
3 Blosser, Gavin	8/31/23		94.38
4 Brown, Trevor	12/7/22		11.58
5 Carpenter, Anthony Lee	4/24/23		55.57
6 Chapman, Kim	9/22/23		426.71
7 Chico, Haley & Woodie Kerlin	3/31/23	NFA	36.20
8 Combs, Michael & Angela	4/28/23		23.89
9 Craun, Seth	3/3/23		78.47
10 Daniels, Zona W	8/1/23	NFA	200.96
11 Dia, Yuting	7/31/23	NFA	27.93
12 Eckman, Jessica & Dakota Dewitt	9/1/23	NFA	86.34
13 Edwards, Lisa	10/10/23		277.64
14 Fernandez, Jennifer	8/1/23	NFA	79.97
15 Gibson, Vickie	3/21/23	NFA	36.64
16 Greco, Saverio	6/19/23		438.53
17 Greene, Justin	4/4/23		81.46
18 Hevener-Guyer, Bonitta	11/20/23	NFA	325.40
19 Hill, Gloria	2/28/23	NFA	73.13
20 Hoover, Lonnie	10/13/23	NFA	357.46
21 Howdysshell, Christopher & Jennifer	4/4/23		712.16
22 Knicely, Carly E & Sandon	9/8/23		59.02
23 Minnick, Taylor	8/7/23	NFA	453.40
24 Munstermann, Kortni	12/17/21	NFA	1,109.39
25 Newton, Chadwick	6/29/23	NFA	251.86
26 Alvarez, Lymarangeliska	12/29/23		304.13
27 Ramirez, Eduardo Luiz	1/19/23	NFA	10.42
28 Ramos, Rosana Rosario	11/20/23	NFA	330.61
29 Rinker, M B	3/2/23	NFA	246.20
30 Ruiz, Taily	10/13/23		255.32
31 Sager, Marcus	1/18/23		121.21
32 Shenk, Cassandra	4/26/22	NFA	144.16
33 Shifflett, Carmen	12/4/23	NFA	116.26
34 Shifflett, Jaidyn	9/25/23		89.28
35 Stone, Vivian	12/27/21	NFA	62.48
36 Todd, Kenneth	3/31/23	NFA	4.20
37 Vicua, Fernanda & Maura Fernando Chiquito	7/5/23	NFA	59.02
38 Wilder, Shaina	3/28/23		106.40
39 Ziegel, Nathan	3/31/23	NFA	276.31
TOTAL:			7,658.92

Active a/c Rec - other

NAME	Date	Amount
1 Bello, Isle	11/3/2022	1080.48
TOTAL:		1,080.48

NFA - (moved and left leaving no forwarding address)

TOWN OF BRIDGEWATER
Accounts to be Written Off - May 2025

2020 Vehicle License Fees

1 Alger, Anthony Michael	30.00
2 Allman, Edith F	30.00
3 Almodovar Lugo, Miguel Angel	30.00
4 Barton, Jeffrey Frank	30.00
5 Baucum, Tiffany Ann	30.00
6 Bijou, Sarana Cloe	30.00
7 Bravo, Yesenia	30.00
8 Comer, Charles Leonard	30.00
9 Cook, Don Reid	25.00
10 Cook, Gary Thomas	30.00
11 Curto, Francesca M	30.00
12 Degracia, Damian Duke	30.00
13 Deryabin, Mikhail	30.00
14 Finan, Roger Sr	30.00
15 Garber, Wintersara Kingsfoil	30.00
16 Geiman, Allison Mackenzie	30.00
17 Geisler, Brian Henry	30.00
18 Gissel, Daniel	30.00
19 Harris, Paul	60.00
20 Hedge, Brian Ray	30.00
21 Jury, Jamie Brett	30.00
22 Kinkead, Ronda	30.00
23 Knicely, Amanda W	60.00
24 Kozlov, Andrey A	42.50
25 Larson, Stephen M	17.50
26 Lucas, Jessica & Jeremy	30.00
27 Michel, Joseph Louis Jr	30.00
28 Mongold, Rosa Marie	30.00
29 Moreland, Evangeline Norine	30.00
30 Potenz, Giuseppe	30.00
31 Rasul, Hardi Mahdi Rasul	30.00
32 Roberts, Nicholas W	30.00
33 Sauer, Jacob Earl	30.00
34 Scott, Donald P	30.00
35 Sinnett, Stacey Steven	30.00
36 Swain, Matthew Nolan	34.00

VLF Total:

1139.00



TO: Town Council
FROM: J. Jay Litten, Town Manager
DATE: May 9, 2025
RE: May Staff Report

Treasurer’s Report
 [Council Action? Yes.]

April was a pretty normal month for us. Cash was down slightly, but that’s typically the case in April. Our key metrics (at right) show that as we complete three-fourths of our fiscal year, we are hovering right around 100% of projections. We will do our best to stay there.

Sales tax was well below projections for the month, but Robyn reports that April’s payment was for the cold, dark, wet, and snowy month of February. We’ll see if sales bounce back in the sunshiny month of March!¹

Note the \$57,000 capital expenditure in “Community Development.” This was the purchase of Christmas decorations for Oakdale Park, which was made possible by a \$50,000 grant from Rockingham County. We think these decorations will be marvelous and that we will be able to push them up to spectacular in a few years, as we make incremental additions.

	<u>Month</u>	<u>Year</u>
CUT	96.0%	104.4%
MEALS	103.0%	96.0%
CUT+M	100.8%	99.2%
WATER	92.8%	98.2%
SEWER	98.3%	101.6%
W+S	96.3%	100.3%
OVERALL	98.1%	99.9%

¹ Remember, our sales tax is a function of **countywide** retail sales, so there’s not much point in trying to determine exactly where sales might have declined.

VDOT Grants

[Council Action? No.]

As we noted a couple of weeks ago, we are working on a pre-application for our Riverwalk IV project. We also have another idea we are starting to work on, which would install a sidewalk from Main Street along Green Street, connecting to the Bridgewater Community Center. We would also add a sidewalk or permeable paver path along Green Street west and Grove Street north, fully within land owned by the Town. (These are noted approximately in the image at right with the red line.)

The goal of this yet-to-be-named pedestrian connector would create a safer way to walk from Main Street to the BCC, Harrison Park, and the Doug Will Tennis Center. We are working with Hurt & Proffitt on the pre-application this month and hopefully a full application for this fall.



DEQ Stormwater Training

[Council Action? No.]

We continue to build up our knowledge base as it pertains to stormwater and erosion & sediment control. Greg passed the test last week for Stormwater Program Administrator, and I am certified for E&S Program Administration. We continue to work on these trainings so that we have a better handle on both Stormwater and E&S, so that we are able to handle the complexities associated with being an MS4 community.



ORDINANCE SHELL

NUMBER: O-191-8

PROPOSED DATE OF CONSIDERATION: May 13, 2025

PURPOSE: The ordinance would adopt a budget for FY2026

SUMMARY: The proposed budget reflects no tax increases, a 5.22% increase in utility fees (equaling the increase in DOL's inflation metric for public utilities), and a 7% increase in water and sewer connection fees. Most employees would receive a 4.5% wage increase, though employees with longer than one-year tenure would also receive a \$1,000 retention bonus on Charter Day.

IMPORTANCE: Mandated by state code and good sense.

ORIGIN: Staff, Finance Committee.

CONTROVERSIAL ASPECTS: None known. There were no comments at the public hearing on April 22.



FISCAL 2026 FINANCIAL ORDINANCE

July 1, 2025 through June 30, 2026

Ordinance Number O-191-8

Whereas, under § 15.2-2503 of the Code of Virginia, the Town must adopt a budget for fiscal 2026 (“FY26”) before July 1, 2025, 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 FY26, and

Whereas, on April 22, 2025, after due public notice, this Council conducted public hearings for citizen comment on

- The proposed budget for FY25,
- Proposed increases to water, sewer, sanitary, and stormwater utility usage and connection fees, and

Whereas, the proposed budget funds (i) a 4.5% average base-wage increase for employees, (ii) bonuses (the “Bonuses”) equaling

- 1.20% of wages to be paid in December, 2025,
- Another 1.20% of wages to be paid on Charter Day to employees with tenures longer than one year,

the rationale of both bonuses being that one-time payments create an incentive for employees to stay in the Town’s employ, and

Whereas, after receiving comment in the public hearings, 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, 2025, and ending June 30, 2026. This paragraph (1) shall take effect on July 1, 2025.
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, 2025.

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

3. Utility Fees.
 - (a) Water, Sewer, and Sanitation. Water rates, sewer rates, refuse-collection rates, and recycling rates are all increased by 5.22%. Such increases are across-the-board, in all usage categories. The DOOT fee for water customers south of the North River, first established in Ordinance O2019-5, shall not increase. This paragraph 3(a) shall take effect on July 1, 2025.
 - (c) Water & Sewer Connection Fees.
 - (i) The FAIRE connection fee for water referenced in § 11-304(a) of the Town Code is increased by 7.0% to \$5,144. The resulting FAIRE connection fee for sanitary sewer is \$10,802, in accord with § 11-304(c), and the resulting FAIRE fire-line connection is \$2,057 under § 11-304(b). This paragraph 3(b)(i) shall take effect on July 1, 2025.
 - (ii) Connection fee increases can give rise to customer demand for prepaid connections as a means to avoid the increase. The Manager may allow prepaid connection fees on terms he finds beneficial to the Town. Any prepaid connection fee issued henceforth shall expire one year after issuance, if not used. This paragraph 3(b)(ii) shall take effect immediately.

4. Stormwater Utility Fees.

- (a) With respect to § 15-202(g) of the Town Code, the “ERU rate” shall be 9.1087 cents per day.
- (b) In order to provide for simpler accounting and a level payment for consumers, the Treasurer is authorized to average the daily ERU rate so that individual residences pay \$2.77 per month, irrespective of whether the month has 28, 29, 30, or 31 days.

This paragraph (4) shall take effect on July 1, 2025.

5. Bonuses. To the extent necessary under Va. Code § 15.2-1508, the Council approves the Bonuses, as described in the preamble. This paragraph (5) shall take effect on July 1, 2025.

6. 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 (6) is declarative of existing law and shall take effect immediately.

7. 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-191-8 is enacted this 13th day of May, 2025.

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-191-8, adopted by the Council of the Town of Bridgewater, Virginia on May 13, 2025, 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

Inflation & Growth

4	CPI_U	A	2.90%
5	CPI_W&S	B	5.22%
6	Growth Forecast	C	2.00%
7	Tiny Growth	D	0.50%
8			<u>Reduced</u>
9	Base Raises		4.50% (Reduced)
10	Retention Bonuses		1.20% \$43,415 (Pool Amt)
11	Extra FB Increase		0.25%
12	Seasonal Bonus		\$725

Wage Info

14		AVG RAISE +
15		<u>FY25 Sal</u> <u>POOL</u> <u>FY26 B</u>
16	Maint Avg. PS	\$49,884 5.70% \$52,727
17	Maint Avg. FB	\$22,105 5.95% \$23,421
18		
19	Park Hourly Rate	\$14.50
20	Park Hourly FB	\$2.18
21	Park Temp PS	\$30,160 (Extrapolated FT Wage)
22	Park Temp FB	\$4,524 (Extrapolated FB)

24	TOTAL WAGES	\$3,617,923	39.34%
25	FOTAL FB	\$1,423,125	

Maintenance FTE's

27		
28		
29	Funding Level	100%
30		
31	Prior	3.80
		1.25
		3.65
		0.50
		2.40



32	Raw	3.80	1.25	3.65	0.50	3.10
33	Funded	3.80	1.25	3.65	0.50	3.10
34						
35						
36	Prior	1.30	2.75	0.50	2.40	18.55
37	Raw	1.30	2.75	0.50	2.40	19.25
38	Funded	1.30	2.75	0.50	2.40	19.25
39						

All-in Crew Size
 20 Including Brandon and Ronda, excluding Andrea, Sandy, and Tanja. Currently, the crew stands at 17.

	Amount	Number	DISCOUNTED
	FY25	FY26	FY26
Water Connection Fee	\$2,998	\$3,208	40
Sewer Connection Fee	\$7,772	\$8,316	40
Connection Increase	7.00%		40
Redirect Water Connections	FALSE	at	25%

Optional Items

	TRUE	FALSE	Cut By	Exp. Line
DRR Overflow Pipe	TRUE		0.00%	1669
Confined Space Retrieval	TRUE		0.00%	1330
Lights @ Bridgeview	FALSE		33.33%	430
Traffic Cab. Batteries	TRUE		0.00%	1433
CBS Repairs	TRUE		0.00%	1331, 1527, 1668,
Rehab Raw H ₂ O Pumps	TRUE		0.00%	1633
Fin. Flow Water Meter	TRUE		0.00%	1634
Forklift	TRUE		0.00%	1221
Pickup Truck (Sewer)	TRUE		0.00%	1332

63	Minigolf Improvements	TRUE	\$5,000	0.00%	431
64	Police Car	TRUE	\$70,000	0.00%	565
65	Jumping Jack Tamper	FALSE	\$3,000	0.00%	1436
66	Park Water Fountains	FALSE	\$31,000	50.00%	432
67	WTP Turbidity Meters	TRUE	\$9,000	0.00%	1635
68	Oakdale Paving	FALSE	\$100,000	0.00%	429
69	Sewer Jetter	FALSE	\$28,000	0.00%	1333
70	Pickup Truck (H ₂ O Dist.)	TRUE	\$43,500	0.00%	1670
71	BCC Renovation	FALSE	\$17,000	50.00%	727
72	Oakdale Electrical Work	TRUE	\$30,000	0.00%	433
73	Opticon Device x 5	TRUE	\$50,000	0.00%	566
74	Paint Sprayer	FALSE	\$5,000	0.00%	729
75	Addl. Mowing Equipment	FALSE	\$33,000	0.00%	437
76	Compact Wheel Loader	FALSE	\$134,000	0.00%	1220
77	Pickup Truck (WTP)	FALSE	\$43,500	0.00%	1636
78	11 ft Mower	FALSE	\$75,000	0.00%	436
79	Depot Refresh	TRUE	\$28,000	50.00%	435
80	New Motorcycle	FALSE	\$25,000	0.00%	567
81	Straight Plows	FALSE	\$12,000	0.00%	1434
82	Equipment Lift	FALSE	\$14,000	0.00%	728
83	V Spreaders for Salt	TRUE	\$28,000	50.00%	1435
84	Fertilizer Spreader	FALSE	\$9,000	0.00%	434
85	Replace Dinkel H ₂ O Line	FALSE	\$100,000	0.00%	1667
86	Heavy Straight Truck	FALSE	\$165,000	0.00%	1222
87	Leaf Vac	FALSE	\$92,000	0.00%	1223
88	Lightbridge to WTP	FALSE	\$18,000	0.00%	1637
89	Snowrator Sidewalk Plow	FALSE	\$16,000	0.00%	1437
90	Enforcement Software	TRUE	\$16,000	0.00%	843, 1671
91					

SUMMARY--LINES 101-200

General Fund Revenues

	FY23B	FY24B
Property Taxes & PPTRA	\$486,900	\$488,000
Other Taxes	\$2,823,400	\$2,920,400
Local Fees	\$111,450	\$132,050
General Fund Permits	\$10,400	\$5,600
Fines & Forfeitures	\$16,300	\$14,000
Rev From Use of Property & Money	\$576,300	\$637,900
Miscellaneous Revenue	\$95,400	\$100,900
Intergovernmental Revenue	\$2,372,489	\$2,092,520
TOTAL GF	\$6,492,639	\$6,391,370

Enterprise Fund Revenues

	FY23B	FY24B
Water	\$1,375,900	\$1,549,884
Sewer	\$2,398,513	\$2,766,519
Sanitation	\$687,100	\$725,200
Stormwater	\$181,301	\$202,900
TOTAL EF	\$4,642,814	\$5,244,503

TOTAL REVENUES \$11,635,873

General Fund Expenses

	FY22B	FY23B
Parks & Recreation	\$1,050,328	\$1,460,403
Police	\$1,162,881	\$1,343,000
Treasurer	\$276,644	\$333,600
General Properties	\$606,940	\$497,400
Administration	\$806,776	\$972,948
Comm Devpt	\$317,226	\$272,800
Council	\$44,466	\$48,800
Economic Development	\$47,706	\$75,000
Stipe Center	\$358,985	\$450,212
Streets	\$1,116,527	\$1,489,435
Public Works	\$250,288	\$240,600
GF-Debt Retirement	\$207,869	\$185,657
GF-Interest	\$89,994	\$88,578

Enterprise Fund Expenses

	FY23B	FY24B
Water	\$1,576,403	\$1,322,667
Sewer	\$1,353,312	\$1,449,427
Sanitation	\$791,294	\$773,300
Stormwater	\$590,050	\$193,967
TOTAL EF	\$4,311,058	\$3,739,360

Contingency	\$32,550	\$26,979
Addition to Reserves	\$317,700	\$411,100
NEW Utility Reserves		\$0
TOTAL GF	\$6,586,881	\$7,896,513

TOTAL EXPENSES \$11,635,873

REVENUES--LINES 201-400

10 #REF!

General Fund

	FY25B	FY25P	BASE Δ	B.	RATE Δ	R.	FY25B
Taxes							
Real Estate Taxes	\$0	\$0	✓				\$0
Real Estate--Public Service	\$0	\$0					\$0
Personal Property	\$374,200	\$382,000	●		0.00% X	0.00% X	\$383,000
Personal Property (State--PPTRA)	\$102,000	\$102,034	●				\$102,000
Penalties and Interest	\$3,000	\$3,000	●				\$3,000
TOTAL PROPERTY TAXES	\$479,200	\$487,034					\$488,000

Share of Sales & Use	\$371,500	\$409,066	●		0.50%		\$411,100
Communications Tax	\$60,000	\$58,800	●		0.00% X		\$58,800
Consumption Tax	\$22,800	\$22,088	●		0.00% X		\$22,100
Consumer Utility Tax	\$758,800	\$783,984	●				\$784,000
Cigarette Tax	\$13,500	\$15,840	●		2.00% C	0.00% X	\$16,200
BPOL	\$251,300	\$265,976	●		0.50% T	0.00% X	\$267,300
Bank Stock Tax	\$211,100	\$230,050	●		-12.00%	0.00% X	\$202,400
Meals Tax	\$1,167,800	\$1,123,692	●		0.00%	0.00% X	\$1,145,700
Occupancy Tax	\$11,800	\$11,600	●		2.00% C	0.00% X	\$11,800
Vehicle Rental Tax	\$1,100	\$750	●				\$1,000
TOTAL OTHER TAXES	\$2,869,700						\$2,920,400
TOTAL TAX REVENUE	\$3,348,900	\$3,895,164					\$3,408,400

Using FY24

Other Revenue

Local Fees

Vehicle License Fee & Penalties	\$94,500	\$94,500	●				\$100,000
R/W Fees	\$15,800	\$15,800	●		0.00% X		\$15,800
Local Passport Fee	\$8,000	\$15,690	●				\$16,000
STR Registration Fee	\$275	\$250	●			0.00% X	\$250
TOTAL FEES	\$118,575	\$126,240					\$132,050

Permits (General Fund Only)

Zoning Permits

	\$4,700	\$5,594	●				\$5,600
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Fines & Forfeitures

	\$19,400	\$76,496					\$14,000
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Line	Description	Amount	Change	% Change	Notes
240					
241	<u>Rev from use of funds and prop.</u>				
242	Interest on Bank Deposits	\$80,000	\$135,756		
243	Rental of General Property/Shelters	\$15,000	\$8,160		
244	Tennis Fees	\$25,100	\$24,504	-0.50%	
245	Gen Park Fees	\$122,800	\$115,745	0.00%	X
246	Golf and Mini Golf Fees	\$48,100	\$42,000	0.00%	X
247	Public Communications Rental	\$98,750	\$99,538		
248	Sale of Materials	\$10,000	\$22,200		
249					
250	Sipe Center Concessions	\$65,000	\$50,000		
251	Sipe Center Live Performance	\$111,100	\$88,668		
252	Sipe Center Movies	\$33,300	\$40,520		
253	Sipe Center Rental	\$7,800	\$4,610		
254	Sipe Center Sponsorships	\$25,500	\$15,750		
255	Transfer from Property Sales Fund				
256	TOTAL RUFAP	\$642,450	\$627,091		
257					
258	<u>Miscellaneous Revenue</u>				
259	Miscellaneous Income	\$13,000	\$10,480		
260	Gifts & Donations	\$1,000	\$2,500		
261	Town of Mt. Crawford	\$72,200	\$74,726	2.90%	A
262	Programming Revenue (Rec)	\$9,400	\$14,346		
257	TOTAL MISC	\$95,600	\$102,052		
263					
264	<u>Intergovernmental Revenue</u>				
265	VDOT Secondary Maintenance	\$762,100	\$767,672	2.00%	C
266	VDOT Primary State Maintenance	\$260,000	\$261,846	2.00%	C
267	Law Enforcement Funds	\$162,300	\$168,140		
268	Possible grant for Opticon.				
269	Litter Control Grant	\$6,200	\$5,486		
270	Grant for Flock Cameras	\$12,500	\$12,500		
271	Riverwalk, Phase III Grant				
272	Gen-Oak II Grant				
273	Lamez Crossing Grant				
274	B-Safe Ped Crossings				
275	CDBG-CBS Design				
276					
277					

OK, we're budgeting for this, but we're not sure of getting it. The expense on line 566 is authorized only if we get a grant in at least this amount.

Zeros out if the expenditure is canceled.

For the expenditure on Line 556.

80% of expenditures on Line 424.

80% of expenditures on Line 1427.

80% of expenditures on Line 1428.

100% of expenditures on Line 1429.

To be applied to Lines 1331, 1527, & 1668. Supplemented with FARP money from Line 282 below.

317			
318	TOTAL ENTERPRISE REVENUE	\$4,780,993	\$5,244,503
319		\$4,893,791	
320	TOTAL REVENUE		\$11,635,873

401 **PARKS & REC—LINES 401-500**

#REF!

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.*

Parks

404 **Core**

	FTE	FY25 Est	FY26 +	Seasonal Bonus	FY26 B
Maintenance PS	3.80	\$189,558	5.70%	\$2,755	\$203,200
Maintenance FB		\$84,000	5.95%	\$1,224	\$90,300

Here, we calculate the number of full-time-equivalent maintenance people this department requires, and we charge the department accordingly. Obviously, this number can change wildly, because each

	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
Employee 462/	50.0%	\$22,122	5.70%	\$363	\$23,800
AC		\$11,011	5.95%	\$180	\$11,900



Employee 462/ Split with General Properties.

	FTE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
Employee 415	100.0%	\$28,498	3.20%	\$725	\$29,300
EO		\$2,180	3.45%	\$55	\$2,300



Employee 415

	FTE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
Employee 477	100.0%	\$11,130	3.20%	\$725	\$11,900
TH		\$851	3.45%	\$55	\$1,000



Employee 477

	FTE	FY25 Est	FY25 B	FY25 Est	FY26 Budget
Park Temp Employees (PS)	0.50	\$15,080			\$15,100
Park Temp Employees (FB)		\$2,262			\$2,300



Park Temp Employees (PS)
Park Temp Employees (FB)

	FY25 Est	FY25 B	FY25 Est	FY26 Budget
Labor	\$233,100		\$306,468	\$298,400
Fringe Benefits	\$81,008		\$98,624	\$110,100
Private Mowing Contractors		\$15,000		\$0
Other Contractual Services	\$90,000		\$73,894	\$70,000
Riverwalk III Construction				\$413,103
Other	\$51,000		\$73,720	\$70,000

427 **Optional & Capital**

	DOIT?	COST	CUT BY	FY26B
4 Okdale Paving	FALSE	\$100,000	0.00%	\$0

But Line 429 is funded conditionally, if and to the

Labor can fluctuate greatly, depending on where the maintenance crew is sent.

467					
468	Other	\$25,000	\$45,000	\$50,000	Of note, ticketing costs now exceed \$25,000.
469	RECTOTALS	FY25= \$319,800		\$449,800	
470					
471	PARKS & REC TOTALS	FY25= \$999,250		\$1,460,403	

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%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$100,836	5.70%	\$725	\$107,400			
508	PR		\$32,819	5.95%	\$236	\$35,100			
509									
510									
511	Employee 274	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$75,022	5.70%	\$725	\$80,100			
512	AaW		\$27,046	5.95%	\$261	\$29,000			
513									
514									
515	Employee 286	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$73,751	5.70%	\$725	\$78,700			
516	SM		\$26,762	5.95%	\$263	\$28,700			
517									
518									
519	Employee 213	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$60,000	5.70%	\$725	\$64,200			
520	WC		\$23,688	5.95%	\$286	\$25,400			
521									
522									
523	Employee 465	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$55,924	5.70%	\$725	\$59,900			
524	MH		\$23,735	5.95%	\$308	\$25,500			
525									
526									
527	Employee 494	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$58,910	5.70%	\$725	\$63,000			
528	RG		\$27,096	5.95%	\$333	\$29,100			
529									
530									
531	Employee 443	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$61,310	5.70%	\$725	\$65,600			
532	AB		\$23,981	5.95%	\$284	\$25,700			
533									
534									
535	Employee 452	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B			
			\$65,345	5.70%	\$725	\$69,800			
536	PS		\$24,883	5.95%	\$276	\$26,700			

601 **TREASURER--LINES 601-700**

10

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**

604							
605	Code : G						
606	Code : 22	Employee 198	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
				\$100,836	5.70%	\$725	\$107,400
607		RW		\$32,819	5.95%	\$236	\$35,100
608							
609							
610	Code : 23	Employee 335	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
611		JG		\$53,791	5.70%	\$725	\$57,600
612				\$23,967	5.95%	\$323	\$25,800
613							
614	Code : 24	Employee 375	100.0%	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
615		BC		\$47,478	5.70%	\$725	\$51,000
616				\$22,004	5.95%	\$336	\$23,700
617							
618		Labor		FY25 B	FY25 EST		FY26 Budget
619		Fringe Benefits		\$203,300	\$206,804		\$216,000
620		Contractual Services		\$72,500	\$78,114		\$84,600
621		Other		\$27,000	\$27,000		\$28,000
622				\$5,000	\$5,000		\$5,000
623							
624							
	TOTALS			FY25= \$307,800			\$333,600

The largest item authorized in the CS section is Edmunds Software (\$17,330).

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							
706		EFE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B		
707	Maintenance PS	3.65	\$182,076	5.70%	\$2,646	\$195,200		
708	Maintenance FB		\$80,684	5.95%	\$1,175	\$86,700		



Employee 70/

710		SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B		
711	Code: 13	33.3%	\$11,007	3.20%	\$242	\$11,300		
712		JS	\$842	3.45%	\$18	\$900		



Employee 462/

713		SPLIT	FY25 Final		Seasonal Bonus	FY26 B		
714	Code: 55	50.0%	\$20,587	5.70%	\$363	\$22,200		
715		AC	\$10,223	5.95%	\$180	\$11,100		

716			FY25 B	FY25 EST		FY26 Budget		
717		Labor	\$224,400	\$227,800		\$228,700		Labor can fluctuate greatly, depending on where
718		Fringe Benefits	\$86,700	\$87,920		\$98,700		the maintenance crew is sent.
719		Contractual Services	\$120,000	\$104,000		\$110,000		
720		OTH Repairs and Displays				\$27,000		
721		Other	\$34,000	\$30,556		\$33,000		

724 Optional & Capital

725		DOIT?		COST	CUT BY	FY26B		
726		FALSE		\$17,000	50.00%	\$0		
727		FALSE		\$14,000	0.00%	\$0		
728		FALSE		\$5,000	0.00%	\$0		

TOTALS FY25 = \$615,100

FY26 = \$497,400

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								
806	Code : 14	Employee 315	100.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
807		HL			\$209,498		\$725	\$210,223	
808					\$68,588		\$237	\$68,825	
809									
810	Code : 15	Employee 317	100.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
811		AW			\$100,836	5.70%	\$725	\$107,400	
812					\$37,205	5.95%	\$267	\$39,700	
813									
814	Code : 18	Employee 334/	40.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
815		GG			\$22,480	5.70%	\$290	\$24,100	
812					\$10,113	5.95%	\$130	\$10,900	Split with Economic Development
813									
814	Code : 17	Employee 490/	70.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
815		JJ			\$40,840	5.70%	\$508	\$43,700	
816					\$18,099	5.95%	\$225	\$19,500	Split with Sipe Center.
817									
818	Code : 19	Employee 446	100.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
819		MS			\$49,629	5.70%	\$725	\$53,200	
820					\$28,403	5.95%	\$415	\$30,600	
821									
822	Code : 20	Employee 483	100.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
823		JB			\$41,669	5.70%	\$725	\$44,800	
824					\$19,589	5.95%	\$341	\$21,100	
825									
826	Code : 21	Employee 508/	20.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
827		DD			\$8,064	3.20%	\$145	\$8,500	
828					\$617	3.45%	\$11	\$700	Split with Sewer, Water, Stormwater, & Streets.
829									
830	Code : 11	New Employee B	20.0%	SPLIT	FY25 Final	FY26 +	Seasonal Bonus	FY26 B	
831		NGB			\$11,000	0.00%	\$145	\$11,200	Public Works Coordinator to be hired in the spring of 2025. Split with Public Works (obviously). Not so much a new position as a reshuffling.
832					\$4,718	0.25%	\$62	\$4,800	
833									
834		Personal Services			FY25 B	FY25 EST		FY26 Budget	
835		Fringe Benefits			\$489,700			\$503,123	Given the ever-shifting way we calculate "Admin," there's nothing to be gained by calculating the
836		Bonding, C&L Insurance			\$157,900			\$196,125	
					\$160,000			\$140,000	

837	Auditor	\$55,700	\$55,650	\$55,700
838	Town Attorney	\$35,000	\$38,556	\$35,000
839	Other Contractual Services	\$20,000	\$8,336	\$15,000
840	Other	\$15,000	\$25,502	\$20,000

841 **Optional**

	DOIT?	COST	CUT BY	FY26 B
843	Enforcement Software	\$16,000	0.00%	\$8,000

Divided with Water- It will handle backflow enforcement as well.

845 **General Fund Debt**

846	TOTAL ADMIN	FY25= \$933,300	\$972,948
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849	Debt Reduction	\$190,579	\$185,657	Robyn
850	Interest	\$77,925	\$88,578	Robyn

853	TOTAL GF DEBT SERVICE	FY25= \$268,504	\$274,235
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855	TOTAL ADMIN & GF DEBT	FY25= \$1,201,804	\$1,247,183
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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**

FTE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
Maintenance PS	\$24,942	5.70%	\$363	\$26,800
Maintenance FB	\$11,053	5.95%	\$161	\$11,900

Code: T	SPLIT	FY25 +	Seasonal Bonus	FY26 Reserve
911	Employee 330/	7.0%	\$51	\$4,200
912	SB		\$22	\$1,800
913				
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Community Donations

917	4 Bridgewater Vol. Fire Co.	23.08%	\$15,000	FY26 Budget	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.
918	2 Bridgewater Vol. Rescue Squad	23.08%	\$15,000		
919	North River Library	7.38%	\$4,800		
920	1 CELC	30.77%	\$20,000		
921	Bridgewater Little League	5.23%	\$3,400		
922	Bridgewater Historical Society	3.85%	\$2,500		
923	Whitelow Scholarship	1.54%	\$1,000		
924	People Helping People	3.85%	\$2,500		
925	Miscellaneous	5.08%	\$800		
926		103.85%	\$65,000		

	FY25 B	FY25 EST	FY26 B	
Labor	\$29,400	\$35,000	\$31,000	
Fringe Benefits	\$17,016	\$7,996	\$13,700	
Contractual Services (Not Shown Below)	\$23,000		\$23,000	
NEW Employee Relations			\$22,000	A new line for expenses incurred in teambuilding/morale boosting events. We had been putting these in "Other."
Other Expenses (Not Shown Below)	\$31,000		\$22,000	
Current Printing & Mailing	\$10,000		\$20,000	

936	Passport Processing Expense	\$800	\$1,824	\$1,750
937				
938	AD@GP or SB			
939	Performers	\$10,000		\$10,000
940	Films	\$450		\$500
941	Harris Concerts			
942	Performers	\$3,200		\$3,200
943	Saumer's End			
944	Performers	\$5,000		\$5,000
945	Rides, Games	\$20,000		\$20,000
946	Fireworks	\$9,900		\$10,500
947	Miscellaneous	\$2,000		\$2,000
948	Eve of Ind.			
949	Performers	\$5,000		\$5,500
950	Fireworks	\$15,000		\$15,000
951	Miscellaneous	\$400		\$400
952	Charter Day,			
953	BBOCD			
954	Cheese	\$250		\$250
955	Miscellaneous	\$500		\$500
956	Christmas Tree			
957	Performers	\$800		\$1,000
958	Miscellaneous	\$500		\$500
959				
960				
TOTALS		FY25= \$294,150		\$272,800

1001 COUNCIL--LINES 1001-1100

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	FY25 B	FY25 Est	FY25 +	FY26 B
Labor	\$41,700	\$41,612	4.50%	\$43,500
Fringe Benefits	\$3,300	\$3,184	4.75%	\$3,400
Contractual Services	\$0	\$0		\$0
Other	\$2,000	\$1,748		\$1,900

TOTALS

FY25B= \$47,000

\$48,800

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**

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1105 Code : Y

1106 Code : 18

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SPLIT **FY25 Est Share**

FY25 +

Seasonal Bonus

FY26 Reserve

60.0%

\$33,720

5.70%

\$435

\$36,100

Split with Admin.

GG

\$15,170

5.95%

\$196

\$16,300

FY25 B

FY25 EST

FY26 Budget

Labor

\$34,100

\$31,028

\$36,100

Fringe Benefits

\$13,300

\$20,112

\$16,300

Contractual Services

\$12,000

\$39,622

\$12,000

River Roo Promotion

\$1,000

\$5,610

\$5,000

Other

\$1,000

\$5,610

\$5,600

We have high hopes for River Roos. We think, over time, they can help build a stronger economy here. We hope that Yfree can develop some even better technology to power them.

TOTALS

\$60,400

\$75,000

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**

	FTE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
1205 Code: P Maintenance PS	3.10	\$154,640	5.70%	\$2,248	\$165,800
1207 Maintenance FB		\$68,527	5.95%	\$998	\$73,700
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Optional & Capital

	DOIT?	COST	CUT BY	FY26 B
Compact Wheel Loader	FALSE	\$134,000	0%	\$0
Forklift	TRUE	\$25,000	0%	\$25,000
Heavy Straight Truck	FALSE	\$165,000	0%	\$0
Leaf Vac	FALSE	\$92,000	0%	\$0
SANITATION TOTALS				\$773,300

FY25 included a share of two dump trucks.

FY25 B = \$838,500

Primary Use is at Recycle Center.

Rate Increase is CPI-WS.

1301 **SEWER--LINES 1301-1400**

1302 *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.*

1303 **Core**

1304						
1305	Code: R					
1306		FTE	FY25 Final	FY26 +	Seasonal Bonus	FY26 B
1307	Maintenance PS	1.30	\$64,849	5.70%	\$943	\$69,500
1308	Maintenance FB		\$28,737	5.95%	\$419	\$30,900

1309						
1310	Code: 13					
1311		SPLIT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve
1312	Employee 70/	33.3%	\$11,007	3.20%	\$242	\$11,300
1313	JS		\$842	3.45%	\$18	\$900

1314						
1315	Code: 21					
1316		SPLIT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve
1317	Employee 508/	20.0%	\$8,064	3.20%	\$145	\$8,500
1318	DD		\$617	3.45%	\$11	\$700

1319						
1320	Code: 16					
1321		SPLIT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve
1322	Employee 512/	10.0%	\$6,800	5.70%	\$73	\$7,300
1323	GD		\$2,926	5.95%	\$31	\$3,200

1324						
1325		FY25 B	FY25 Est	FY26 +	FY26 Budget	
1326	Labor	\$98,200	\$74,046		\$96,600	
1327	Fringe Benefits	\$34,700	\$33,930		\$35,700	
1328	Contractual Services	\$39,000	\$109,000		\$35,000	FY25 Est. Includes small but very expensive sewer repair on East Riverside Drive.
1329	Other	\$21,000	\$15,370		\$21,000	
1330	HRRSA	\$1,040,905	\$1,002,000	3.55%	\$1,037,571	The effective rate increase is the projected HRRSA increase, plus a modest 0.5% for demand increase.

Optional

1331						
1332		DOIT?	COST	CUT BY	FY26 B	
1333	1 Confined Space Retrieval	TRUE	\$13,000	0.00%	\$13,000	
1334	2 CBS Repairs	TRUE	\$80,000	0.00%	\$26,667	2/3's of engineering should be in FY26. One third of that amount is chargeable to sewer.
1335	4 Pickup Truck (Sewer)	TRUE	\$43,500	0.00%	\$43,500	
1336	Sewer letter	FALSE	\$28,000	0.00%	\$0	

Sewer Enterprise Fund Debt

1337						
1338		FY25 B		FY26 B		
1339	Debt Retirement	\$120,415		\$121,235		
1340	Interest	\$21,221		\$19,154		

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TOTALS

FY25 B = \$1,522,275

\$1,449,427

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							
1406								
1407	Maintenance PS	FTE	FY25 Est.	FY26 +	Seasonal Bonus	FY26 B		
1408	Maintenance FB	2.75	\$137,180	5.70%	\$1,994	\$147,000		
1409			\$60,790	5.95%	\$886	\$65,300		

1410								
1411	Code: 16							
1412								
1413								
1414								
1415	Employee 512/	SPLIT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve		
1416	Employee 508/	10.0%	\$6,800	5.70%	\$73	\$7,300		
1417		20.0%	\$2,926	5.95%	\$31	\$3,200		

1418								
1419	Code: 21							
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1418	70%	FY25 B	FY25 Est	FY26 +	FY26 B	
1419	11%	\$160,900	\$114,472		\$162,800	
1420	100%	\$64,000	\$61,124		\$69,200	
1421		\$104,333	\$95,556	2.90%	\$98,327	CPI-U
1422		\$375,000	xxx		\$657,302	Remainder of VDOT funds after other expenses
1423		\$183,000	\$166,284		\$166,284	paid. See calculator below.
1424		\$50,000	\$53,856		\$50,000	

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1431 **Optional & Capital**

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TOTALS

FY25 B = \$917,233

\$1,489,435

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 Code: V

FTE	FY25 Est.	FY26 +	Seasonal Bonus	FY26 B
Maintenance PS 0.50	\$24,942	5.70%	\$363	\$26,800
Maintenance FB	\$11,053	5.95%	\$161	\$11,900

1511 Code: 16

SPILT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve
Employee 512/ GD	\$47,600	5.70%	\$508	\$50,900
	\$20,483	5.95%	\$218	\$22,000

1516 Code: 21

SPILT	FY25 Est Share	FY25 +	Seasonal Bonus	FY26 Reserve
Employee 508/ DD	\$8,064	3.20%	\$145	\$8,500
	\$617	3.45%	\$11	\$700

	FY25 B	FY25 Est	FY26 Budget
Labor	\$28,500	\$44,276	\$86,200
Fringe Benefits	\$11,500	\$22,200	\$34,600
CS-Minor Remediation	\$25,000		\$25,000
Other Contractual Services	\$33,000	\$123,757	\$15,000
Other	\$6,500	\$6,772	\$6,500

DOIT?	COST	CUT BY	FY26 B
1 CBS Repairs	\$80,000	0.00%	\$26,667

2/3's of engineering should be in FY26. One third of that amount is chargeable to SW.

TOTALS

FY25= \$197,833

\$193,967

1531

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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.*

1603 | **WTP**

1604 | **Core**

1605 | Code: S

1606 | Code: 3

1607 | Code: 3

1608 | Code: 3

1609 | Code: 3

1610 | Code: 4

1611 | Code: 4

1612 | Code: 4

1613 | Code: 4

1614 | Code: 5

1615 | Code: 5

1616 | Code: 5

1617 | Code: 5

1618 | Code: 6

1619 | Code: 6

1620 | Code: 6

1621 | Code: 7

1622 | Code: 7

1623 | Code: 7

1624 | Code: 7

1625 | Code: 7

1626 | Code: 7

1627 | Code: 7

1628 | Code: 7

1629 | Code: 7

1630 | Code: 7

1631 | Code: 7

1632 | Code: 7

1633 | Code: 7

1634 | Code: 7

1635 | Code: 7

1636 | Code: 7

1637 | Code: 7



Employee A 100.0% BMI **FY25 Est Share** \$68,000 **FY26 +** 2.25% **Seasonal Bonus** \$725 **FY26 Reserve** \$70,300 Will start Spring, 2025.

	FY25 B	FY25 Est	FY26 Budget
Labor	\$316,900	\$328,374	\$354,000
Fringe Benefits	\$103,400	\$2,420	\$147,300
Other Contractual Services	\$228,000	\$123,758	\$150,000
Other	\$33,000	\$22,000	\$30,000

Optional & Capital

	DOIT?	COST	CUT BY	FY26 B
1 Rehab Raw H2O Pumps.	TRUE	\$20,000	0%	\$20,000
1 Fin. Flow Water Meter	TRUE	\$8,000	0%	\$8,000
1 WTP Turbidity Meters	TRUE	\$9,000	0%	\$9,000
4 Pickup Truck (WTP)	FALSE	\$43,500	0%	\$0
4 Lightbridge to WTP	FALSE	\$18,000	0%	\$0

These are the parts most likely to require replacement in FY26. But circumstances may change, and the funds may be used for other parts.

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WTP TOTALS **FY25B= \$691,300** **FY26B= \$718,300**

Core

FTE	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
Maintenance PS	\$119,721	5.70%	\$1,740	\$128,300
Maintenance FB	\$53,053	5.95%	\$773	\$57,000

13

Employee 70/	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
JS	\$11,007	3.20%	\$242	\$11,300
JS	\$842	3.45%	\$18	\$900

16

Employee 512/	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
GD	\$6,800	5.70%	\$73	\$7,300
GD	\$2,926	5.95%	\$31	\$3,200

21

Employee 508/	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
DD	\$8,064	3.20%	\$145	\$8,500
DD	\$617	3.45%	\$11	\$700

	FY25 B	FY25 Est	FY26 Budget
Labor	\$162,046	\$189,008	\$155,400
Fringe Benefits	\$57,600	\$62,018	\$61,800
Engineering	\$30,000	\$229,791	\$210,000
Other Contractual Services	\$150,000		\$85,000
Other	\$90,000	\$60,977	

Optional & Capital

	DOIT?	COST	CUT BY	FY26 B	
Replace Dinkel H2O Line	FALSE	\$100,000	0.00%	\$0	2/3's of engineering should be in FY26. One third of that amount is chargeable to SW.
1 CBS Repairs	TRUE	\$80,000	0.00%	\$26,667	Required by law.
1 DRR Overflow Pipe	TRUE	\$14,000	0.00%	\$14,000	
3 Pickup Truck (H2O Dist.)	TRUE	\$43,500	0.00%	\$43,500	
Enforcement Software	TRUE	\$16,000	0.00%	\$8,000	Divided with Admin. It will handle backflow zoning as well.

DISTRIBUTION TOTALS **FY25B= \$753,153** **FY26B= \$604,367**

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WATER TOTALS

FY25B = \$1,444,433

\$1,322,667

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**

1704									
1705	Code : W								
1706									
1707	Code : 10		SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve		
1708				73.0%	5.70%	\$529	\$43,000		
1709					5.95%	\$227	\$18,500		
1710									
1711	Code : 9		SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve		
1712				20.0%	5.70%	\$145	\$12,700		
1713					5.95%	\$64	\$5,600		
1714									
1715	Code : 17		SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve		
1716				30.0%	5.70%	\$218	\$18,800		
1717					5.95%	\$96	\$8,400		
1718									
1719	Code : 12		SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve		
1720				55.0%	5.70%	\$399	\$24,600		
1721					5.95%	\$195	\$12,100		
1722									
1723									
1724									
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1726									
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1728									
1729									
1730									
1731									

Park Temp Employees (PS)	FTE	FY24P EST	Seasonal Bonus	FY25 B
	0.60	\$18,096	\$740	\$18,100
Park Temp Employees (FB)		\$2,714	\$111	\$2,800

	FY25 B	FY25 Est	FY26 Budget
Labor	\$92,800	\$109,342	\$117,200
Fringe Benefits	\$30,500	\$38,228	\$47,400
Contractual Services	\$47,800	\$46,692	\$47,800
Other	\$40,000	\$23,684	\$43,512
Performers	\$144,900	\$155,556	\$156,000

Includes \$20k for Jujufruits and other concessions.

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1733

TOTAL

Films	\$37,000	\$37,195	2.90%	\$38,300	CPI-U
	FY25B = \$430,000			\$450,212	

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						
1807	Code :	8				
1808						
1809						
1810						



New Employee B/

	SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
1811	100.0%	\$100,836	5.70%	\$725	\$107,400
1812	M/B	\$39,762	5.95%	\$286	\$42,500
1813					
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1822					
1823					
1824					

	SPLIT	FY25 Est Share	FY26 +	Seasonal Bonus	FY26 Reserve
1811	80.0%	\$44,000	0.00%	\$580	\$44,600
1812	NGB	\$18,870	0.25%	\$249	\$19,200
1813					
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1824					

FY25 B

FY25 Est

FY26 Budget

FY26 Reserve

FY25B= \$288,700

\$240,600

TOTAL

FY25B= \$288,700

\$240,600

FY25B= \$288,700

\$240,600

\$240,600



ORDINANCE SHELL

NUMBER: O-191-9

PROPOSED DATE OF CONSIDERATION: May 13, 2025

PURPOSE: The ordinance would lift the completion-date requirements in a special use permit already granted.

SUMMARY: The original special use permit for the Macado's property (O2021-17) required that the improvements be completed within 40 months. Although the building is being remodeled to much public praise, it was not completed within the 40-month period.

The ordinance would lift the 40-month deadline, given the progress already made and the prospect of completion soon.

IMPORTANCE: A culturally and economically important renovation will be in limbo if the ordinance is not passed.

ORIGIN: Staff.

CONTROVERSIAL ASPECTS: None known..



**AN ORDINANCE GRANTING
A SPECIAL USE PERMIT EXTENSION**

Ordinance O-191-9

Whereas, by Ordinance O2021-17, this Council granted a Neighborhood District Special Use Permit (the "SUP") for property therein described as 101 South Main Street, and

Whereas, the SUP contains a termination clause effective if certain facilities have not been completed within 40 months, and

Whereas, the 40-month period expired in March, 2025, without completion of those facilities, but

Whereas, progress is being made on the facilities, and extinguishing the right to complete them, midstream, would constitute poor zoning practice,

Now, therefore, be it ordained, under the provisions of § 6-303 of the Town Code, that the Council of the Town of Bridgewater, Virginia, amends the SUP by deleting paragraph (2)(d), which contains the text shown at right.

In all other respects, the SUP shall continue in full force, *nunc pro tunc*, as if it had not expired. This ordinance relates only to the SUP; nothing herein shall affect any contractual obligation to construct the facilities in question.

Ordained this 13th day of May, 2025.

DELETED TEXT

(2)(d) Because this permit is based upon a study of reasonably available parking in the vicinity, and because the amount of such parking may change as nearby properties change hands and develop, this permit shall expire, *ipso facto*,

- If a building permit is not issued for the business-related renovations shown conceptually on Exhibit B (the "Business Renovations") within 16 months of issuance hereof,
- If a certificate of occupancy for the Business Renovations is not issued within 40 months of issuance, or
- If the parking area described in Exhibit D has not been completed before the issuance of a certificate of occupancy for the Business Renovations.

Once the certificate of occupancy is timely issued, however, there shall be no automatic expiration hereof.

Mayor

.....

CLERK'S CERTIFICATION

I certify that this is a true copy of Ordinance O-191-9, considered on the 13th day of May, 2025, by the Council of the Town of Bridgewater, Virginia, such consideration resulting in the following vote:

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

_____ Date

_____ Clerk

.....



RESOLUTION SHELL

NUMBER: R-191-4

PROPOSED DATE OF CONSIDERATION: May 13, 2025

PURPOSE: The resolution would authorize the construction of Wellness Quarter.

SUMMARY: The resolution authorizes the construction of Wellness Quarter in Harrison Park, adjacent to the Doug Will Tennis Center. The \$6.7 Million project would result in a new facility capable of hosting recreational uses for individuals, organized sporting events for youth groups, and a variety of other gatherings. The project would also add air conditioning, insulation, and better lighting to the DWTC.

The resolution, in language only a bond lawyer could love, also authorizes the borrowing of the \$6.7 Million needed for the project. The initial interest rate would be 4.7%, but it would be subject to adjustment over time. (In all likelihood, we will end up refinancing at an opportune time.) The income stream to be used for debt service is to be sales tax revenues, once they are no longer being poured into our almost-complete bond fund.

IMPORTANCE: This is an optional project.

ORIGIN: Staff.

CONTROVERSIAL ASPECTS: We know the fire company has some concern over a perceived loss of parking in Harrison Park. Currently, they use the land for parking during the lawn party. Staff's view is that (i) the facility will leave most of the parking intact, (ii) we will be happy to coordinate with the fire company to find other parking in the area and around town, and (iii) the facility will actually provide **additional** wet-weather parking, given that its spaces will be hard-surfaced and we no longer allow parking on the grass when the ground is soaked.

One person suggested that moving utilities underground should be prioritized above Wellness Quarter. Staff's view is that undergrounding utilities is highly desirable, but our deep-dive into the subject a few years ago showed (i) the cost of undergrounding all of our Main Street utilities would be otherworldly and (ii) practically, undergrounding would mean shutting down Main Street, which would create difficulties of all sorts.

Lastly, there are questions as to whether the Town can afford the facility. Our view is that it is an ambitious project, but it is affordable. That said, it is solely the province of the Council to decide whether the facility would be worth the resources which it would require.



**A RESOLUTION AUTHORIZING THE CONSTRUCTION
OF WELLNESS QUARTER AND APPROVING THE ISSUANCE OF A
\$6,700,000 GENERAL OBLIGATION BANK-QUALIFIED BOND**

Resolution R-191-4

Whereas, this Council has studied the concept of a “Wellness Quarter” for several years (and a previous Council had studied it decades ago), and

Whereas, the Town has received citizen input on the project in a forum designed for discussion of its merits and drawbacks, and

Whereas, the Town has also publicized the concept extensively in the *Bridgewater Buzz*, the *Bridgewater Current*, and two separate annual Budget Guides, and

Whereas, this Council believes that a facility allowing for indoor walking, jogging, basketball, pickleball, gymnastics, volleyball, family playtime, and gatherings of all types would be a transformational benefit for our townspeople, and

Whereas, after a Design-Build procurement conducted under the Town’s Design-Build Policy, a task force has recommended that Harman Construction, Inc. (“Harman”) be engaged to construct the facility, and

Whereas, on May 13, 2025, this Council conducted a public hearing preceded by public notice concerning the issuance of a \$6,700,000 bond provide funds to finance the construction, design, engineering, and other costs, including legal expenses, of Wellness Quarter, and

Whereas, this Council wishes to approve the form of the bond and designate such bond as a bank-qualified obligation.

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

1. The Town Manager is authorized to execute a contract with Harman for the construction of Wellness Quarter in Harrison Park. The contract shall reflect a guaranteed maximum price of no more than \$6.7 Million, and in all other respects, it shall be commercially reasonable in the judgment of the Manager.

Without limiting the foregoing, the terms of the contract entered into the minutes of this meeting are specifically approved.

2. The Manager is authorized to supervise and direct the construction, making such determinations as he may find advantageous and reasonable.

Be it further resolved that

1. This Council approves issuance of a bond (the "Bond") by the Town of Bridgewater, Virginia, in an amount not to exceed \$6,700,000. The Bond will be payable over thirty years and shall bear interest at the rate of 4.7 percent per annum for the first seven years. At the end of the seven-year period, the interest rate will be reset to the rate that is the 7-Year US Treasury Rate on the seven-year anniversary date of closing plus 1.75 percent. The interest rate shall be reset again on the same basis at the end of each subsequent seven-year period until the Bond is paid in full. The interest rate shall be subject to a minimum rate of 4 percent per annum. The other terms of the Bond are set forth in the commitment letter from the Bank dated May 8, 2025, attached as Exhibit A.
2. The Bond shall be a general obligation of the Town of Bridgewater, Virginia and is backed by the full faith and credit and taxing power of the Town pursuant to Code of Virginia § 15.2-2624.
3. The Council approves the form of the Bond presented at this meeting, with such changes as may be approved by the Town Manager or Mayor, either of whom may act, and authorizes the Town Manager or Mayor, either of whom may act, to execute the Bond on behalf of the Town and to take all actions reasonably necessary, including but not limited to signing additional documents, which includes a Wire Transfer Agreement, to carry out the terms of the Bond and this Resolution.
4. The Council authorizes and directs that the proceeds of the Bond may be used to fund Wellness Quarter, reimburse the Town's general fund for costs of Wellness Quarter, and reimburse the Town for other costs associated with Wellness Quarter to the extent permitted by law.
5. The Bond shall provide that it shall not be deemed to constitute a debt or pledge of the faith and credit or taxing power of the Commonwealth of Virginia or any political subdivision thereof, except the Town.
6. The Council agrees and acknowledges that the Bond will be issued as a Bank-Qualified Bond pursuant to the \$10,000,000 small issuer exemption under Section 265 of the Internal Revenue Code of 1986 (the "Code"). The Town does not reasonably anticipate designating more than \$10,000,000 of bank-qualified tax-exempt obligations pursuant to Section 265(b)(3) of the Code during 2025.
7. Notwithstanding anything else to the contrary, nothing contained in the Bond or other documents concerning the Bond shall create any obligation for any individual officer, director, council member, employee, or agent of the Town in his or her personal capacity.

Resolved this 13th day of May, 2025.

Mayor

.....

CLERK'S CERTIFICATION

I certify that this is a true copy of Resolution R-191-4, considered on the 13th day of May, 2025, by the Council of the Town of Bridgewater, Virginia, such consideration resulting in the following vote:

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

Date

Clerk

.....



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Your money. Your community. *Your bank.*

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30 Gosnell Crossing
Staunton, VA 24401
Tel • 540-946-8160
Fax • 540-941-2458
www.fmbankva.com

LOAN COMMITMENT LETTER

05/08/2025

Town of Bridgewater, Virginia
201 Green Street
Bridgewater, Virginia 22812

Farmers & Merchants Bank (the “Bank”) is pleased to offer you the following commitment for a Loan in the amount of \$6,700,000.00 (the “Loan”). The terms and conditions of this Loan Commitment Letter are as follows:

- Borrower(s):** Town of Bridgewater, Virginia
- Purpose(s):** The Loan shall be used by the Borrower for the construction of a Wellness Quarter in Harrison Park and provide permanent financing.
- Amount:** Up to \$6,700,000.00
- Repayment:** Loan will be a 7-year Adjustable-Rate Mortgage
- During the first 18-months from Closing, the Loan shall be repaid with accrued interest that is due annually on the outstanding principal balance.
- Following the Interest Only period, the Loan shall be comprised of 342 months repayable in annual payments of principal and interest until paid in full based. Payments will be based upon a 342-month amortization, with the balance due in full on the Maturity Date.
- Advances:** The Loan will have a Construction Period of 18 months from Closing where all funds not disbursed at Closing will be made available to the Borrower. At each draw, invoices will be required, and an inspection shall be completed by a third party, prior to any funds from the Loan being disbursed.



Maturity Date:

The Loan shall be due in full 360 months from Closing.

Interest Rate:

The Loan will have a 7-Year Adjustable Rate starting at 4.70% (tax exempt rate). After the initial 7-Year period, the rate will adjust to the 7-Year US Treasury Rate plus 1.75%. The rate will adjust to the 7-Year US Treasury Rate plus 1.75% after each successive 7-Year period up to the Maturity Date. At each adjustment, the Loan shall have a floor rate of 4%.

Prepayment:

The Bank shall charge no prepayment penalty should the Borrower choose at any time to prepay part of the principal balance due on the Loan. If the Loan is refinanced in whole with another financial institution, the Bank shall charge a prepayment penalty as follows:

- 3.00% of the Loan balance if less than 12-Months from Closing
- 2.00% of the Loan balance if between 12 & 24-Months from Closing
- 1.00% of the Loan balance if between 24 & 36-Months from Closing

Closing Costs:

The Bank will not impose an Origination Fee on the Loan.

Collateral:

The Loan shall be secured by a General Obligation Bond which is tax-exempt, bank-qualified, and backed by the full faith, credit, and taxing power of Town of Bridgewater

Counsel:

Subject to the Bank’s approval, Borrower may select Counsel of their own choosing to conduct the Closing (“Borrower’s Counsel”). Terms of this engagement, including all fees and costs, shall be a matter between Borrower and Borrower’s Counsel.

For all loans of \$500,000.00 or greater the Bank, if it deems necessary, may require the engagement of a law firm of the Bank’s choosing, who will act as Bank’s Counsel with regard to all issues involved in the loan process. Borrower’s Counsel shall consult with said designated law firm, about any adverse title issues or other matters which arise during the time prior to Closing and shall furnish the designated law firm, with copies of closing documents, including, but not limited to, the Commitment for Mortgagee Title Insurance, together with all documents listed as requirements or exceptions, the Deed of Trust, the Settlement Statement and, if the Borrower is an entity, all documents establishing the entity, including, but not limited to, Articles of Incorporation/Organization, Certificate of Incorporation/Organization, Bylaws/Operating Agreement, Certificate of Good Standing/Existence, Certificate of Incumbency and Resolutions/Consents authorizing the making of the loan. These documents shall be transmitted the designated law firm, as far in advance of the Closing as is possible in order to give the designated law firm, ample time to review and request changes or amendments to the

documents. Borrower shall be responsible for all fees and costs incurred by the designated law firm, for acting as Bank's Counsel. The designated law firm's billing fees will be disclosed.

In the event the Borrower is an entity, Borrower's Counsel shall provide an Opinion Letter in a format satisfactory the designated law firm, which opines that the Loan Documents reviewed are in proper form to give the Bank a good and sufficient lien in such real estate and personal property that constitutes the collateral for the loan and that the Borrower is properly structured and has the authority to execute the loan documents.

Documentation:

The Loan will be evidenced by documents prepared by and acceptable to the Bank or its counsel, containing such representations, warranties, affirmative and negative covenants, indemnities, closing conditions, defaults, and remedies as are typically required by the Bank and/or are customary in this type of transaction. The failure of the Borrower and the Bank to reach an agreement on the loan documents shall not be deemed a breach by the Bank of this commitment. Unless Bank agrees otherwise in writing, completion of all documents is a condition of closing.

Closing:

Loan closing will take place as soon as possible at a time, date, and location mutually agreeable to the Bank and Borrower. Should Closing not take place prior to this date, this Commitment Letter shall become null and void, unless explicitly agreed to in writing between the Bank and the Borrower.

Reporting Requirements:

Borrower shall provide to the Bank annual financial statements as they become available so long as a principal balance remains on The Loan.

Other Conditions:

Borrower shall provide appropriate identification documentation.

Borrower will maintain deposit accounts with the Bank, which will remain open during the life of the Loan. The Bank reserves the right to adjust rates should deposit accounts leave The Bank to another institution during the term of this loan.

The terms and conditions of this Loan Commitment Letter shall survive the origination and/or the closing of the Loan(s) and any violations of said terms and conditions will constitute default under the Promissory Note instruments as well as the associated debt and security documents evidencing the Loan(s). In the event of any inconsistencies between this Loan Commitment Letter and any subsequently executed loan documents and/or other written agreements by and between the Bank and the Borrower, the latter will govern over this Loan Commitment Letter.

This Loan Commitment Letter supersedes all prior commitments and proposals with respect to this transaction, whether written or oral, including any previous loan proposals made by the Bank or anyone acting with its authorization. No modification shall be valid unless made in writing and signed by an authorized officer of the Bank. This Loan Commitment Letter is not assignable, and no party other than the Borrower shall be entitled to rely on this commitment.

This Loan Commitment Letter is open for your acceptance until the close of business on the following date: **05/31/2025**. The Loan Commitment Letter will expire on this date if not accepted and returned to the Bank.

I appreciate the opportunity to provide you with this Loan Commitment Letter. If the above terms and conditions are acceptable, please sign and return the Loan Commitment Letter along with the following Loan Acceptance and Guarantor's Acknowledgement to me at:

Farmers & Merchants Bank
80 Cross Keys Road
Harrisonburg, Virginia 22801

Please contact me with any questions at (540)437-3460.

Sincerely,

FARMERS & MERCHANTS BANK

Katherine Preston
Valley Market Executive, SVP

Loan Acceptance

We, the undersigned, accept the terms and conditions of Farmers & Merchants Bank's Loan Commitment Letter dated 05/08/25 for the construction of a Wellness Quarter in Harrison Park

Town of Bridgewater, Virginia

BY: _____
Jay Litten, Town Manager

_____ Date



April 2025 Police Report- Bridgewater

Police Calls for service: 986 (607 Extra Patrol)

IBR Group A offenses: 9

Incident Reports: 61

Total Traffic Crashes: 17

DMV Crash Reports: 6

Arrests: 1

Summons: 38

Notable BPD activity:

May 12th-16th National Police Week

May 10th, 12pm Bike Rodeo and Touch a Truck event at Oakdale Park

May 31st Bridgewater Yard Sale

Thank you, Chief Phillip Read



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



CRIME TRENDS

Town of Bridgewater, Virginia

Group A Offense	Jan-25	Feb. - 25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Total
Crimes Against Persons													
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	3	0	0	0	0	0	0	0	0	0	0	0	3
Simple Assault/Intimidation	2	0	5	0	0	0	0	0	0	0	0	0	7
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0
Crimes Against Property													
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	1	0	0	0	0	0	0	0	0	1
Larceny	4	3	2	2	0	0	0	0	0	0	0	0	11
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0
Counterfeiting/Forgery	0	1	1	0	0	0	0	0	0	0	0	0	2
Fraud	4	4	3	4	0	0	0	0	0	0	0	0	15
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0	0
Stolen Property	0	1	0	0	0	0	0	0	0	0	0	0	1
Property Damage/Vandalism	0	0	0	1	0	0	0	0	0	0	0	0	1
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0
Crimes Against Society													
Drug Offenses	0	0	0	1	0	0	0	0	0	0	0	0	1
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	1	0	0	0	0	0	0	0	0	0	0	0	1

RECORD OF PUBLIC HEARING

TOWN OF BRIDGEWATER, VIRGINIA Fiscal Year 2026 Budget and Related Issues

April 22, 2025

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

Absent: Mayor Ted W. Flory

On Tuesday, April 22, 2024, at 7:00 p.m., the Bridgewater Town Council conducted a public hearing concerning its proposed FY 2026 budget and related issues.

Town Manager J. Jay Litten opened the hearing and welcomed everyone in attendance. He noted Mayor Flory's absence due to illness, and that he was joining remotely. Mr. Litten said that the main topic of discussion is the FY 2026 budget, and other related issues including no increase in taxes, a 5.22% increase in the utility rates based on the Department of Labor's inflation figures, and employee raises on average of 4.5%.

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 5.22% for all utilities.
 - We base this on the Department of Labor's inflation figures because costs *to* us follow these figures.
 - We have a HRRSA sewer increase estimated at 3.55% but we are hoping it is worst-case-scenario. Waste Management is going up by 5.22% as well because our cost is going up by that same rate.
 - We are comfortable with the proposed increases, preferring to increase a little as we go rather than hit everyone with a larger increase all at once.
- 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 again, Big Macs were handed out to all attendees.
 - The current cost of living in Bridgewater is 0.78 Big Macs per household per day.
 - We lost some ground here, but McDonald's here in Town not only didn't increase the cost of their Big Mac this year but *decreased* it by 4 cents.
- CDBG-CBS Design. CDBG stands for Community Development Block Grant, and CBS is our abbreviation for Cindie Lane, Brian Avenue, and Stephen Circle.
 - We were granted \$60,000 for infrastructure design work on a plan for the water, stormwater, and sewer. There is reasonable hope we could get help for the construction costs as well.
 - These grants are really technical and rely on demographics of the area served. Bridgewater itself does not have the right income and age range mix, but Fountainhead on its own does.
- Town of Mt. Crawford is listed under revenue with close to \$77,000.
 - This is entirely from the police assistance agreement. They pay us annually to provide policing for the Town of Mt. Crawford.
 - We have our eye on this, as Mt. Crawford wants to grow quite a bit approving a lot of townhouses and a new Sheetz within their corporate limits, so we wonder if we will soon over-tax our police department. Everyone is currently happy with the arrangement, but we will keep an eye on it.
- Old Town Hall expenditures are budgeted at \$27,000 for repairs, displays, and the like, under this partnership we formed with the Historical Society.

- We will be providing regular funding for upkeep and improvements, as well as storytelling. The first story being told is about Old Town Hall itself.
- We have about \$105,000 budgeted for a crossing near Generations Park.
 - This project is completely funded by VDOT, so they will control the design.
 - We want a Z shape to allow for a pedestrian refuge in the center of the street for anyone not able to make it fully across the street.
- River Roos create a beneficial cycle between citizens and businesses. Businesses benefit by citizens come in, and citizens benefit by having better businesses. It's been a successful program and we will keep pushing it, so there is \$5,000 budgeted for continued promotion.
- Riverwalk Phase III picks up at Edgebriar Park, running east to the Bridgewater College softball field. This is 80% funded now by VDOT.
 - Riverwalk Phase IV is still conceptual, but it would pick up where Phase III ends and crosses the river, allowing exploration on an island the Town owns in the middle of the river, and then a later connection heading back toward Sandy Bottom Park. VDOT initially is lukewarm on this portion.
- There is no line item for Wellness Quarter because Council has not approved the project yet, and even if it was approved it would not be known how much would happen in FY26. It's too early to be in the budget but it is an important issue.
 - This project has been driven by citizen requests for indoor walking in winter, indoor play and gathering space, and a need for restrooms to be accessible for Harrison Park.
 - We currently are putting money into our reserve fund, but once we reach the \$2 million threshold, we could reallocate that income stream toward paying debt on Wellness Quarter.
- Our sanitation costs include both our costs for Waste Management, and wages for our own staff.
 - Some of the expenses are for our large-item pickup program which is very popular, running our Recycle Center, and our trash pick-up for the retirement community.
- We have our own MS4 (Municipal Separate Storm Sewer System) and we are responsible to DEQ for this.
 - We are strictly liable for our stormwater drainage system to DEQ, even if the County approves something.
 - Even though the County is responsible for stormwater inspections, we want to devote more hours to keeping an eye on development so we can see when things are going right and when they're going wrong and raise the issue with appropriate parties.
- The IDA is always there working in the background, and they do good work. Their attention has been on Midtown in recent years, making it more functional and attractive.
- 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 our Recycle Services.

Comments/Questions:

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

The public hearing was adjourned at 7:42 p.m.

MINUTES
Bridgewater Planning Commission
Proposed Ordinance O-191-7
April 8, 2025

Present: Adam Pequignot (Chairman), Hallie Dinkel (Vice Chairman), Bill Wood, Debbie Snider, Stephen Howard

Absent: Kevin Kunowsky, Fontaine Canada

Others present: Gwen Gottfried, Town Planner; Joyce Bentz, Recording Secretary

On Tuesday, April 08, 2025, at 7:10 PM, the Bridgewater Planning Commission met for the purpose of making a recommendation to Town Council for the B-1 District Amendment to allow Pet Grooming Establishments as a matter-of-right.

Mr. Pequignot opened the meeting and handed it over to Ms. Gottfried who stated that it's important to note that anything approved as a matter-of-right in B-1 is also automatically a matter-of-right in B-2 and M-1 Districts. Mr. Dinkel complimented the write-up of the Textual Amendment stating it covers what was discussed at the prior Planning Commission Meeting on Thursday, March 27, 2025.

Mr. Howard made a motion to recommend to Council to adopt O-191-7 allowing Pet Grooming as a Matter-of-Right in B-1 District with the text provided in the amendment. The motion was seconded by Mr. Wood. Those in favor of the recommendation were: Mr. Dinkel, Mr. Wood, Ms. Snider, Mr. Howard, Mr. Pequignot. Dissenting: None. Absent: Mr. Canada and Mr. Kunowsky.

Meeting Adjourned: 7:20 PM


Recording Secretary

MINUTES
Bridgewater Board of Zoning Appeals
APPEAL OF ADMINISTRATIVE MODIFICATION DENIAL
FOR 301 SANDSTONE CIRCLE
April 22, 2025

Present: Hallie Dinkel(Chair), Coleman Zwanzig(Vice Chair), Rodney Hildebrand, David Mars

Absent: Rich Harris

Others present: Gwen Gottfried (Town Planner); Joyce Bentz (Recording Secretary); Andriy & Lesya Bogachuk (301 Sandstone Owners); Jim Tongue (Town Councilman)

On Tuesday, April 22,2025 at 5:30 PM, the Bridgewater Board of Zoning Appeals met. The first order of business was to elect a new Chair and Vice Chair for fiscal year 2025. Mr. Mars nominated Hallie Dinkel as Chair. Mr. Dinkel nominated Mr. Zwanzig as Vice-Chair. Mr. Dinkel was re-elected as Chair and Mr. Zwanzig was re-elected as Vice Chair as shown on the attached roll call vote.

The second order of business concerned the Zoning Administrator's denial of an Administrative Modification for 301 Sandstone Circle. This opened with a public hearing during which Ms. Gottfried explained the reasoning for the Town staff's Denial of the Administration Modification. Per § 6-2506(2), a modification can only be approved if strict application of the ordinance would produce undue hardship and such hardship is not shared generally by other properties in the same zoning district within the vicinity. Town Staff's opinion is that the inconvenience of not having a garage and the challenges of outgrowing the current home (the expressed *hardship* from Mr. Bogachuk) do not constitute undue hardship. Further, the existing house already extends over the front and side setbacks but there is ample space for expansion in the backyard—in fact, 301 Sandstone Circle is actually quite a large lot with more than twice the square footage required by Town Code for R-1 lots.

Mr. Bogachuk, owner of 301 Sandstone Circle, shared that his family has a need for an expanded garage due to modern vehicle sizes and a larger house due to the size of his family. He wishes to keep the back yard as big as possible for his kids to play or practice sports so a garage in back is not feasible to the family's expansion needs.

After much discussion, BZA Members agreed to rule in favor of the Zoning Administrator's denial of an Administrative Modification but grant a setback variance along Dry River Road of 32 feet. Mr. Zwanzig moved to approve the decision. Mr. Hildebrand seconded the motion. The resolution was approved with a unanimous roll call vote.

Meeting adjourned: 6:45 pm.


Recording Secretary