AGENDA

BRIDGEWATER TOWN COUNCIL

February 10, 2026

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

7:00 p.m. **Public Hearing: 104 North Main Street** – Possible Boundary Line Adjustment

7:05 p.m. **Call to Order and Invocation: Mayor Ted W. Flory**

7:10 p.m. **Visitors**

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.

7:15 p.m. **Minutes of previous meeting: Ms. Morgan Shirkey**

7:16 p.m. **Finance and Ordinance Committees:**

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

7:20 p.m. **Administrative Report: Mr. J. Jay Litten**

1. 104 North Main Street Consideration (R-192-2)

7:28 p.m. **Public Works and Recreation Commission:**

1. Public Works: Mr. Fontaine Canada & Ms. Megan Byler
   a. Snow Removal
2. Recreation: Ms. Stephanie L. Curtis & Ms. Megan Byler

7:34 p.m. **Community Relations and Economic Development:**

1. Community Relations: Mr. Travis Bowman
   a. Charter Day Recap
2. Economic Development: Mr. Jim Tongue

7:36 p.m. **Mayor's Report**

7:38 p.m. **Adjournment**

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

MINUTES
BRIDGEWATER TOWN COUNCIL

January 13, 2026

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

Absent: None.

The Bridgewater Town Council met in regular session on Tuesday, January 13, 2026, at Sipe Center, 100 North Main Street, Bridgewater, Virginia.

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

Organizational Meeting: Mayor Flory noted this standard procedural ordinance's few changes, and the year's schedule.

Mayor Flory moved to adopt "An Ordinance Establishing Certain Logistics Arising in the Council's Organizational Meeting" (O-192-1), as presented, and electing Mr. A. Fontaine Canada to Vice Mayor for another 2-year term. Seconded by Mr. Bowman. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

Invocation: Mr. Steve Schofield gave the invocation.

Visitors:

1. Bill Kyger (6710 Vista Heights Road) thanked the Town for allowing him to continue serving his community as part of the IDA. He also spoke of being a lifelong resident and loving Bridgewater.

Minutes: Ms. Morgan Shirkey

December minutes were approved as presented.

Finance: Mr. Steven Schofield

1. December Treasurer's Report (Attached).

Mr. Schofield moved that the December 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, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

2. December Bills (Attached).

Mr. Schofield moved to appropriate and authorize the payment of December bills in the amount of $1,456,940.04 and to ratify the earlier payment of bills totaling $477,904.84, all as reviewed and approved by Town staff and the Finance Committee Chairman. Seconded by Dr. Miracle. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

Ordinance: Dr. William Miracle

No report was submitted.

<u>Administrative Report:</u> Mr. J. Jay Litten

1. <u>Procurement Policy.</u> This wasn't needed necessarily but we compiled various documents that had been separate: the procurement policy, the design-build guidelines, the insurance requirements, and the federal funds policy. We've hyperlinked the policy for easier usage with definitions, et cetera, and linked the procurement forms so they're more easily accessible to staff. The only change is that we now track the state law in the small-purchase limitations, otherwise it's the same principles as in the past but better put together.

Mr. Canada moved to approve "An Ordinance Revising the Town's Procurement Policy" (O-192-2), as presented. Seconded by Mr. Tongue. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

2. <u>VESMA.</u> The Virginia Erosion and Stormwater Management Act applies to us because we have an MS4 (Municipal Separate Storm Sewer System). We asked Rockingham County to administer these issues for us in 2021 because we didn't have the expertise, but since then we have realized it would be better for us to administer and enforce VESMA ourselves because we own and operate the MS4. We've taken numerous DEQ courses, with Greg Dustin certified in every aspect now, and building redundancies with others getting certified in some areas. The bottom line is we have remedied the problem that caused us to turn it over to the County in 2021. The ordinance in the packet isn't for approval tonight, and DEQ will have a say and must approve the ordinance as well. We leaned heavily on their model but have adjusted it in places where it made better sense for Bridgewater. Mr. Schofield asked about a timeframe for having it approved, and Mr. Litten said we'll be ready in about 60 days and we'd be asking for a decision in March. We are very grateful to the County for their assistance the last 5 years.

<u>Public Works:</u> Mr. A. Fontaine Canada and Ms. Megan S. Byler

1. <u>Street Additions.</u> We periodically bring this resolution to you for VDOT when a new road, or an extension of an existing road, needs to be added to the highway system. This allows ultimately allows us to be eligible for VDOT maintenance funds for the road moving forward. This year we need to add the extension of Turner Ashby Drive that connects to Oakwood Drive.

Mr. Schofield moved to approve "A Resolution Requesting Virginia Department of Transportation to Add Streets Onto the Urban Highway System For Maintenance Funds" (R-192-1), as presented. Seconded by Mr. Canada. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

2. <u>Bridge Lights.</u> We discussed in a previous meeting the lights on the bridge south of town. The bridge doesn't belong to us, and it's been a mystery about the lights, but after numerous conversations we've decided we'll take maintenance responsibility for the lights there on the bridge. We have an electrician lined up to get those lights working in the near future.

3. <u>Traffic Signal Coordination Update.</u> We've been working on kinks in the engineering plan with Mr. John Ringler from Econolite. We spoke over Zoom and he explained some things, so the video of the Zoom was shown. Mr. Ringler spoke of the timing plans determined with a consultant, and that it's easy to show favorable results on the main line with green down Main but that the side streets waiting will perceive a longer wait, which is accurate. We've now put the timing back on 'free' without the plan. Once detection is fine-tuned we will be able to do new timing plans to determine what works and once we get the right plans we can layer in adaptive. Every cycle a new timing plan will be used based on what is happening in real time.

4. <u>Miscellaneous.</u> Mr. Canada commended an article from the *Current* about Cross-Connections,

and Megan said that we hope to have further educational materials going out to residents soon. Mr. Canada also said he was pleased to let everyone know he would be seeking re-election to the Council.

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

No report was submitted, but Ms. Curtis also announced her candidacy for re-election.

Community Relations*:* Mr. Travis Bowman

1. Upcoming Charter Day. This year we celebrate Charter Day on Friday, February 6 and Saturday, February 7. Big Block of Cheese Day will be from 12 to 5:30 on Friday, February 6, and all residents are invited to come speak with staff and potentially Council members. Saturday, February 7, we will be having Kevin O'Connor from *This Old House* at Sipe Center, but before he speaks we will present our ABLE Award. No tickets are necessary for the ABLE Award, but tickets are still available for Kevin O'Connor.

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

No report was submitted, but Mr. Tongue announced his candidacy as well for re-election.

Mayor's Report: Mayor Ted W. Flory

1. Monthly Police Report. Cocoa with a Cop was noted on Charter Day at Generations Park.

2. Announcement. Since it seems to be the night of it, Mayor Flory announced his run for another term as Mayor.

Adjournment – 7:32 p.m.

Ted W. Flory, Mayor

Morgan Shirkey, Clerk

TOWN OF BRIDGEWATER- CUMULATIVE MONTHLY FINANCE SUMMARY

($OOO)

2025-2026	ESTIMATED			ACTUAL			CASH IN BANK	NOTES
	REVENUE	EXPENSES	DIFFERENCES	REVENUE	EXPENSES	DIFFERENCES		
1 Month (Jul 31)	934	835	99	905	788	117	4253	
2 Months (Aug 31)	1715	1951	(236)	1781	1924	(143)	4030	
3 Months (Sep 30)	2756	2743	13	2745	2874	(129)	4086	
4 Months (Oct 31)	3542	3660	(118)	3504	3681	(177)	4069	
5 Months (Nov 30)	4572	4483	89	4854	4542	312	4620	
6 Months (Dec 31)	5870	5525	345	6141	5620	521	4850	
7 Months (Jan 31)	6714	6635	79	8274	7774	500	4844	
8 Months (Feb 28)	7582	7559	23					
9 Months (Mar 31)	8830	8369	461					
10 Months (Apr 30)	9581	9233	348					
11 Months (May 31)	10493	10123	370					
12 Months (Jun 30)	11636	11636	0					

TOWN OF BRIDGEWATER

Revenues and Expenditures
For the Month Ended January 31, 2026

	Budget For Year	Estimated for 7 Months	Actual for 7 Months
Revenues and Other Sources			
General Property Taxes	488,000.00	482,000.00	494,261.96
Other Local Taxes	2,919,650.00	1,506,750.00	1,391,044.78
Local Fees	131,800.00	110,525.00	109,971.20
Permits	5,600.00	3,250.00	3,498.59
Fines & Forfeitures	14,000.00	8,175.00	33,841.61
Revenue from Services	167,200.00	118,100.00	105,898.50
Revenue from the Use of Money & Property	257,800.00	166,775.00	180,049.01
Sipe Center	212,900.00	142,175.00	140,483.83
Miscellaneous	100,900.00	49,525.00	109,127.37
Categorical Aid	1,891,520.00	860,420.00	630,686.55
Proceeds from Financing	0.00	0.00	1,772,522.11
Funds Carried Forward(General Fund)	202,000.00	202,000.00	202,000.00
Stormwater Management	202,900.00	118,350.00	123,009.80
Sanitation	725,200.00	423,025.00	429,554.40
Water	1,549,884.00	910,059.00	964,578.68
Sewer	2,766,519.00	1,613,275.00	1,583,332.38
Totals:	11,635,873.00	6,714,404.00	8,273,860.77
Expenditures			
Town Council	48,800.00	24,575.00	24,031.91
Manager's Office	742,248.00	457,523.00	423,825.29
Legal Services	35,000.00	20,400.00	24,192.27
Independent Auditor	55,700.00	40,000.00	50,900.00
Treasurer's Office	333,600.00	210,500.00	193,734.63
Police Department	1,343,000.00	877,625.00	798,595.41
Public Works Department	240,600.00	137,925.00	167,298.47
Highways, Streets, Sidewalks	1,391,108.00	558,022.00	324,400.29
Street Lights	98,327.00	57,350.00	60,473.88
General Properties	524,380.00	282,825.00	2,036,954.20
Parks	1,005,603.00	423,550.00	375,765.37
Recreation	454,800.00	278,600.00	334,195.03
Community Development	272,800.00	174,750.00	173,241.30
Sipe Center	450,212.00	294,825.00	253,930.31
Economic Development	75,000.00	48,775.00	16,233.89
Insurance	140,000.00	70,000.00	66,605.50
Fund Balance	411,100.00	239,750.00	222,559.60
Bad Debts	0.00	0.00	-30.00
Debt Service	274,235.00	153,629.00	152,487.90
Storm Water Management	193,966.00	127,091.00	119,795.33
Sanitation & Waste Removal	773,300.00	441,450.00	414,733.80
Water Treatment	718,300.00	447,425.00	418,689.94
Water Distribution	604,367.00	380,567.00	233,233.54
Sewer Department	1,449,427.00	887,535.00	887,712.73
Totals:	11,635,873.00	6,634,692.00	7,773,560.59
Excesses (Deficiency of Revenue Over Expenditures)	0.00	79,712.00	500,300.18

STATEMENT OF REVENUES

For the Month Ended January 31, 2026

	For the Month Ended 1/31/26		For the 7 Month Ended 1/31/26	
	Estimated	Actual	Estimated	Actual
General Property Taxes				
Personal Property Taxes	4,000.00	9,794.51	379,000.00	389,879.12
Personal Property Taxes(State Portion)	0.00	0.00	102,000.00	102,034.14
Penalties and Interest on Taxes	500.00	1,279.44	1,000.00	2,348.70
Total:	4,500.00	11,073.95	482,000.00	494,261.96
Other Local Taxes				
Local Sales & Use Taxes	34,250.00	34,229.36	239,800.00	255,977.88
Communications Tax	4,900.00	4,700.85	34,300.00	33,834.96
Consumption Tax	1,825.00	2,349.79	12,875.00	12,559.53
Consumer's Utility Taxes	65,325.00	57,395.87	457,325.00	371,649.86
Cigarette Tax	4,050.00	2,486.70	12,150.00	10,047.10
Business License Taxes	30,000.00	11,508.46	30,000.00	13,562.29
Transient Occupancy Tax	1,550.00	1,064.76	7,450.00	6,917.74
Bank Stock Taxes	0.00	0.00	0.00	0.00
Meals Tax	140,000.00	113,787.65	712,850.00	686,495.42
Total:	281,900.00	227,523.44	1,506,750.00	1,391,044.78
Local Fees				
Motor Vehicle License Fee	5,000.00	5,547.52	92,000.00	90,589.00
Right-of Way Fees	1,300.00	679.83	9,200.00	10,887.20
Passport Application Fees	1,325.00	2,700.00	9,325.00	8,495.00
Total:	7,625.00	8,927.35	110,525.00	109,971.20
Permits				
Zoning, Erosion Permits **Total:**	450.00	100.00	3,250.00	3,498.59
Fines & Forfeitures				
Fines & Forfeitures **Total:**	1,175.00	6,298.64	8,175.00	33,841.61
Revenue from Services				
Rental Fees - Generation Park	42,000.00	33,813.57	91,000.00	81,427.69
Rental Fees - Mini Golf & Par 3	0.00	0.00	27,100.00	24,470.81
Total:	42,000.00	33,813.57	118,100.00	105,898.50
Sipe Center				
Concessions	3,900.00	3,995.33	30,550.00	30,990.82
Live Performances	8,700.00	10,897.33	69,900.00	70,598.01
Sponsorships	0.00	0.00	15,800.00	20,500.00
Movies	3,375.00	4,080.00	23,625.00	15,165.00
Space Rental	0.00	305.00	2,300.00	3,230.00
Total:	15,975.00	19,277.66	142,175.00	140,483.83
Revenue from use of Money & Property				
Interest on Bank Deposits	8,325.00	14,188.79	58,325.00	85,939.87
Rental of General Property/Shelters	650.00	465.00	4,550.00	4,255.00
Rental of Tennis Facilities	2,125.00	(211.67)	14,925.00	4,121.20
Sale of Vehicles	0.00	0.00	0.00	0.00
Sale of Material & Supplies	1,000.00	200.00	6,000.00	2,800.00
Sale of Real Estate	0.00	0.00	0.00	0.00
Public Communication Service Rent	1,250.00	1,250.00	82,975.00	82,932.94
Total:	13,350.00	15,892.12	166,775.00	180,049.01
Miscellaneous/Donations				
Miscellaneous	1,075.00	6,628.99	7,575.00	55,605.37
Gifts & Donations from Private Sources	0.00	0.00	500.00	0.00
Cemetery Lots	0.00	0.00	0.00	1,000.00
Classes, Camps, Festivals	0.00	1,410.00	3,000.00	13,880.00
Brick Donations	0.00	0.00	0.00	195.00
Town of Mt. Crawford	0.00	0.00	38,450.00	38,447.00
Total:	1,075.00	8,038.99	49,525.00	109,127.37

STATEMENT OF REVENUES

For the Month Ended January 31, 2026

	For the Month Ended 1/31/26		For the 7 Month Ended 1/31/26	
	Estimated	Actual	Estimated	Actual
Categorical Aid				
VDOT Secondary Maintenance	0.00	0.00	399,350.00	396,090.64
VDOT Primary Maintenance	0.00	0.00	136,200.00	135,103.92
Overweight Permit Fee Revenue	0.00	0.00	0.00	207.40
Vehicle Rental Tax	0.00	0.00	500.00	0.00
Riverwalk Grant	15,000.00	0.00	35,000.00	0.00
Main St Crosswalk Grant	0.00	0.00	55,000.00	0.00
B-Safe Crosswalks Grant	0.00	0.00	45,000.00	0.00
Gen-Oak Connector Grant	0.00	0.00	34,820.00	4,969.64
Law Enforcement Assistance Funds	0.00	0.00	84,050.00	84,072.00
Misc. Grants	0.00	2,000.00	40,000.00	4,950.00
Police Grants	25,000.00	344.71	25,000.00	344.71
Litter Control Grant	0.00	0.00	5,500.00	4,948.24
Total:	40,000.00	2,344.71	860,420.00	630,686.55
Proceeds from Financing				
Short Term Financing	0.00	0.00	0.00	0.00
Capital Financing	0.00	1,344,774.37	0.00	1,772,522.11
Total:	0.00	1,344,774.37	0.00	1,772,522.11
Funds Carried Forward				
Funds Carried Forward	0.00	0.00	202,000.00	202,000.00
Total:	0.00	0.00	202,000.00	202,000.00
Total Revenue General Fund:	408,050.00	1,678,064.80	3,649,695.00	5,173,385.51

STATEMENT OF REVENUES

For the Month Ended January 31, 2026

	For the Month Ended 1/31/26 Estimated	Actual	For the 7 Month Ended 1/31/26 Estimated	Actual
Stormwater Management				
Monthly Utility Fee	16,900.00	17,550.86	118,350.00	123,009.80
Total:	16,900.00	17,550.86	118,350.00	123,009.80
Sanitation Revenue				
Refuse Collection Charges	56,650.00	56,406.46	396,500.00	402,881.64
Recycling/Vegetation Recycling Fees	3,500.00	3,552.12	24,550.00	24,774.36
Recycle Reimbursement	275.00	222.80	1,975.00	1,898.40
Total:	60,425.00	60,181.38	423,025.00	429,554.40
Water Revenue				
Charges of Services	115,000.00	112,759.93	832,000.00	857,180.42
Connection Fees	9,000.00	18,107.00	62,834.00	74,280.00
Penalties	2,175.00	2,541.80	15,225.00	20,685.80
Bad Debt	0.00	0.00	0.00	0.00
Grants	0.00	0.00	0.00	12,432.46
Total:	126,175.00	133,408.73	910,059.00	964,578.68
Sewer Revenue				
Charges for Services	207,500.00	203,140.43	1,436,000.00	1,406,975.82
Connection Fees	23,275.00	38,024.00	162,975.00	155,986.00
Penalties	2,000.00	2,476.87	14,000.00	19,670.56
Proceeds from Capital Financing	0.00	0.00	0.00	0.00
Sewer Surcharge	0.00	0.00	0.00	0.00
HRRSA Board Contribution	0.00	100.00	300.00	700.00
Total:	232,775.00	243,741.30	1,613,275.00	1,583,332.38
Total Revenue Enterprise Funds:	436,275.00	454,882.27	3,064,709.00	3,100,475.26
TOTAL REVENUE:	844,325.00	2,132,947.07	6,714,404.00	8,273,860.77

Cash in the Bank	**Dec 31, 2025**		**Jan 31, 2026**
	1,992,670.44	LGIP -(Fund Balance)	2,000,000.00
	453,796.43	LGIP(ARPA)	455,304.77
	555,916.18	LGIP(Wellness Quarter)	591,165.18
	1,847,120.83	F & M Bank- Checking(Sweep Acct)	1,797,281.33
	100.00	Farmers & Merchants Payroll Acct.	100.00
Total:	4,849,603.88		4,843,851.28

Comparative Statement of Appropriations with Expenses

For the Month Ended January 31, 2026

		For the Month Ended 1/31/26		For the 7 Month Ended 1/31/26	
		Estimated	Actual	Estimated	Actual
Town Council					
Personal Services		0.00	37.40	21,750.00	21,817.41
Fringe Benefits		0.00	2.86	1,700.00	1,670.10
Other Charges		175.00	0.00	1,125.00	544.40
	Total:	175.00	40.26	24,575.00	24,031.91
Manager's Office					
Personal Services		57,023.00	54,785.14	308,123.00	296,511.96
Fringe Benefits		22,500.00	15,823.01	121,000.00	98,384.34
Contractual Services		9,250.00	489.87	16,750.00	15,587.93
Other Charges		1,650.00	1,601.11	11,650.00	13,341.06
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	90,423.00	72,699.13	457,523.00	423,825.29
Legal Services	**Total:**	2,900.00	1,508.95	20,400.00	24,192.27
Independent Auditor	**Total:**	0.00	1,500.00	40,000.00	50,900.00
Treasurer's Office					
Personal Services		24,425.00	22,101.03	132,000.00	121,699.47
Fringe Benefits		9,825.00	6,768.67	52,100.00	45,777.59
Contractual Services		900.00	1,191.67	23,500.00	23,757.54
Other Charges		400.00	(71.50)	2,900.00	2,500.03
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	35,550.00	29,989.87	210,500.00	193,734.63
Police Department					
Personal Services		85,400.00	84,704.87	463,550.00	469,753.30
Personal Services (overtime)		2,300.00	2,515.19	22,000.00	19,589.87
Fringe Benefits		32,900.00	27,105.45	180,000.00	177,954.54
Auto Repair		450.00	384.78	3,200.00	5,339.98
Gas, Oil, Tires, etc.		2,175.00	1,594.19	15,175.00	13,044.51
Contractual Services		16,150.00	14,239.59	52,650.00	49,101.18
Other		3,000.00	4,898.93	21,050.00	21,012.03
Capital Outlay		70,000.00	0.00	120,000.00	42,800.00
	Total:	212,375.00	135,443.00	877,625.00	798,595.41
Public Works Department					
Personal Service		17,150.00	17,749.53	92,875.00	99,995.73
Fringe Benefits		7,250.00	6,224.00	38,100.00	40,619.21
Contractual Services		825.00	4,347.68	5,850.00	17,935.19
Contractual - Consulting		0.00	900.00	0.00	4,110.00
Other		150.00	819.16	1,100.00	4,638.34
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	25,375.00	30,040.37	137,925.00	167,298.47

Comparative Statement of Appropriations with Expenses

For the Month Ended January 31, 2026

	For the Month Ended 1/31/26 Estimated	Actual	For the 7 Month Ended 1/31/26 Estimated	Actual
Highways, Streets, Bridges & Sidewalks				
Personal Services	17,950.00	28,872.44	98,800.00	113,363.94
Fringe Benefits	8,000.00	6,603.91	42,600.00	39,067.46
Contractual Services	28,850.00	29,292.03	101,950.00	81,898.39
Street Paving	0.00	0.00	0.00	4,421.69
Capital Outlay(Equipment)	0.00	0.00	0.00	0.00
Other Charges	4,150.00	4,527.37	29,150.00	73,425.06
Crosswalks B-Safe	22,332.00	16.00	78,332.00	2,715.25
Crosswalks Main Street	38,665.00	224.00	104,665.00	2,178.75
Gen Oak Connector Phase II	0.00	0.00	43,525.00	7,329.75
Capital Outlay	0.00	0.00	59,000.00	0.00
Total:	119,947.00	69,535.75	558,022.00	324,400.29
Street Lights **Total:**	8,200.00	8,783.83	57,350.00	60,473.88
General Properties				
Personal Services	25,175.00	24,705.65	138,700.00	107,131.10
Fringe Benefits	11,375.00	7,927.81	60,700.00	50,301.63
Contractual Services	9,175.00	9,212.47	64,175.00	49,609.34
Contractual Services - Consulting	0.00	0.00	0.00	0.00
Other Charges	2,750.00	2,423.33	19,250.00	10,019.92
Capital Outlay	0.00	1,275,882.27	0.00	1,819,892.21
Total:	48,475.00	1,320,151.53	282,825.00	2,036,954.20
Parks				
Personal Services	33,400.00	23,266.57	181,900.00	187,459.54
Fringe Benefits	12,850.00	8,487.61	67,900.00	62,914.47
Contractual Services	5,400.00	3,423.41	42,925.00	34,282.40
Other Charges	5,825.00	3,048.92	40,825.00	28,152.16
Capital Outlay - Riverwalk	0.00	0.00	46,000.00	7,366.00
Capital Outlay (or Contingency)	0.00	0.00	44,000.00	43,749.80
Capital Outlay/Equipment	0.00	0.00	0.00	11,841.00
Total:	57,475.00	38,226.51	423,550.00	375,765.37
Recreation				
Personal Services	25,100.00	20,645.49	136,050.00	113,882.38
Fringe Benefits	9,200.00	4,712.08	48,200.00	30,085.37
Contractual Services	10,675.00	8,941.66	54,675.00	43,596.68
Other Charges	8,675.00	4,905.15	30,675.00	23,953.04
Classes & Camps	0.00	795.00	4,000.00	11,084.56
Capital Outlay	0.00	0.00	5,000.00	111,593.00
Total:	53,650.00	39,999.38	278,600.00	334,195.03

Comparative Statement of Appropriations with Expenses

For the Month Ended January 31, 2026

		For the Month Ended 1/31/26		For the 7 Month Ended 1/31/26	
		Estimated	Actual	Estimated	Actual
Community Development					
Personal Services		3,625.00	9,842.67	19,125.00	39,687.38
Fringe Benefits		1,600.00	1,677.82	8,450.00	8,440.82
Contractual Services		1,500.00	848.33	15,500.00	13,184.48
Current Printing Expenses		1,675.00	1,867.00	11,650.00	13,888.15
Other Charges		1,850.00	2,867.92	12,850.00	16,640.42
Employee Relations		1,850.00	1,561.14	12,850.00	17,869.65
Festivals		0.00	0.00	59,900.00	43,752.66
Donations		2,500.00	624.30	25,200.00	8,824.30
Entertainment		0.00	0.00	8,200.00	10,100.00
Passport Processing Expense		150.00	162.25	1,025.00	853.44
Capital		0.00	0.00	0.00	0.00
	Total:	14,750.00	19,451.43	174,750.00	173,241.30
Sipe Center					
Personal Services		13,375.00	12,034.12	71,825.00	68,472.88
Fringe Benefits		5,350.00	3,708.88	29,050.00	24,243.30
Other Charges		1,950.00	7,131.52	13,675.00	14,752.75
Contractual Services		3,200.00	1,431.70	31,850.00	29,399.00
Concessions		1,675.00	1,477.69	11,675.00	6,949.98
Movies		3,000.00	3,448.53	21,750.00	16,899.93
Live Performances		15,000.00	4,875.00	115,000.00	78,070.50
Capital		0.00	0.00	0.00	15,141.97
	Total:	43,550.00	34,107.44	294,825.00	253,930.31
Economic Development					
Personal Services		4,175.00	2,024.42	22,225.00	7,520.98
Fringe Benefits		1,900.00	628.86	10,050.00	3,479.51
Contractual Services		750.00	0.00	10,250.00	3,638.00
Other Charges		450.00	1,494.49	6,250.00	1,595.40
Capital Improvement		0.00	0.00	0.00	0.00
	Total:	7,275.00	4,147.77	48,775.00	16,233.89
Insurance	**Total:**	0.00	0.00	70,000.00	66,605.50
Fund Balance	**Total:**	34,250.00	823.26	239,750.00	222,559.60
Wellness Quarter	**Total:**	0.00	33,402.28	0.00	33,402.28
Debt Service					
Debt Retirement		14,945.00	14,945.00	105,800.00	108,313.73
Interest Expense		3,401.00	2,209.83	47,829.00	44,174.17
	Total:	18,346.00	17,154.83	153,629.00	152,487.90
Bad Debt-General Fund	**Total:**	0.00	(30.00)	0.00	(30.00)
Total Expenditures General Fund:		772,716.00	1,856,975.59	4,350,624.00	5,510,237.93

Comparative Statement of Appropriations with Expenses

For the Month Ended January 31, 2026

	For the Month Ended 1/31/26 Estimated	Actual	For the 7 Month Ended 1/31/26 Estimated	Actual
Storm Water Management				
Personal Services	9,750.00	8,662.77	52,700.00	50,837.45
Fringe Benefits	4,100.00	3,849.46	21,400.00	25,704.33
Contractual Services	1,000.00	93.14	22,500.00	21,818.78
Other Charges	550.00	789.55	3,825.00	3,223.77
Capital Outlay	0.00	18,211.00	26,666.00	18,211.00
Total:	15,400.00	31,605.92	127,091.00	119,795.33
Water Treatment				
Personal Services	39,950.00	36,420.13	216,250.00	200,720.58
Fringe Benefits	15,150.00	11,105.58	88,800.00	72,392.41
Contractual Services	11,525.00	25,016.02	87,875.00	117,823.24
Other Charges	2,500.00	158.70	17,500.00	6,803.98
Capital Outlay	17,000.00	0.00	37,000.00	20,949.73
Total:	86,125.00	72,700.43	447,425.00	418,689.94
Water Distribution				
Personal Services	17,125.00	13,036.55	94,275.00	57,964.22
Fringe Benefits	7,250.00	4,619.38	38,150.00	29,676.54
Contractual Services	15,925.00	3,414.80	128,375.00	104,865.56
Contractual Services - Consulting	0.00	170.00	0.00	1,587.50
Other Charges	7,100.00	1,802.71	49,600.00	11,106.96
Debt Service/Int Expense	0.00	0.00	0.00	0.00
Capital Outlay	0.00	28,111.00	70,167.00	28,111.00
Bad Debt-Water	0.00	0.00	0.00	(78.24)
Total:	47,400.00	51,154.44	380,567.00	233,233.54
Sanitation & Waste Removal				
Personal Services	18,550.00	9,964.21	101,050.00	59,701.05
Fringe Benefits	8,550.00	5,043.45	45,400.00	34,916.37
Contractual Services	2,025.00	1,829.27	14,225.00	12,391.26
Contractual/Waste Management	27,125.00	28,094.48	185,625.00	191,738.49
Other Services	1,750.00	881.97	12,250.00	9,755.54
Landfill Fees	11,850.00	14,681.45	82,900.00	106,231.09
Capital Outlay	0.00	0.00	0.00	0.00
Total:	69,850.00	60,494.83	441,450.00	414,733.80
Sewer Department				
Personal Services	10,825.00	8,803.43	58,850.00	51,320.28
Fringe Benefits	4,250.00	2,778.23	22,100.00	18,660.63
Contractual Services	2,900.00	2,130.90	20,400.00	37,759.06
Sewer Authority	86,450.00	82,711.91	605,250.00	579,618.00
Other Charges	1,750.00	694.89	12,250.00	26,118.32
Debt Service/Int Expense	11,729.00	10,967.85	112,185.00	111,454.14
Capital Outlay	0.00	6,186.00	56,500.00	62,782.30
Total:	117,904.00	114,273.21	887,535.00	887,712.73
Total Expenditures Enterprise Funds	336,679.00	330,228.83	2,284,068.00	2,074,165.34
TOTAL EXPENDITURES: Total:	1,109,395.00	2,187,204.42	6,634,692.00	7,806,962.87
Excess Revenue Over Expenses:	(265,070.00)	(54,257.35)	79,712.00	466,897.90

BRIDGEWATER INDUSTRIAL DEVELOPMENT AUTHORITY

STATEMENT OF REVENUES

For the Month ended January 31, 2026

	Budget FY'26	Current Month 1/31/2026	Year to Date 7/1/2025 -6/30/2026
IDA Fees	3,000.00	0.00	0.00
Interest on Bank Deposits	0.00	0.00	0.00
Lease Proceeds/IDA Property	53,000.00	4,624.16	25,424.16
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:	56,000.00	4,624.16	25,424.16

STATEMENT OF EXPENSES

For the Month ended January 31, 2026

	Budget FY'26	Current Month 1/31/2026	Year to Date 7/1/2025 -6/30/2026
Personal Service	1,000.00	300.00	300.00
Fringe Benefits	0.00	22.95	22.95
Other	0.00	0.00	0.00
Contractual Services	2,000.00	0.00	3,727.37
Capital	0.00	0.00	0.00
Legal Service	1,000.00	0.00	0.00
Insurance & Bonding	0.00	0.00	0.00
Debt Retirement	18,000.00	0.00	9,558.84
Interest Expense	21,000.00	0.00	8,520.22
Add to IDA Reserve	13,000.00	0.00	0.00
Total:	56,000.00	322.95	22,129.38
Excess Revenue over Expense		4,301.21	3,294.78

Cash in the Bank- IDA	**Dec 31, 2025**	**Jan 31, 2026**
United Bank - IDA Checking	13,136.02	17,760.18
Total:	13,136.02	17,760.18

TO: Town Council
FROM: J. Jay Litten, Town Manager
DATE: February 6, 2026

RE: February Staff Report

Treasurer's Report

[Council Action? Yes.]

The reserve account is again our top story. After years of saving, we have reached our goal of $2,000,000! As you know, we have been applying sales-tax revenues to the reserve account, and we now switch those revenues to the Wellness Quarter account, which currently holds $591,165. To quote Hannibal Smith from *The A-Team*, "I love it when a plan comes together."

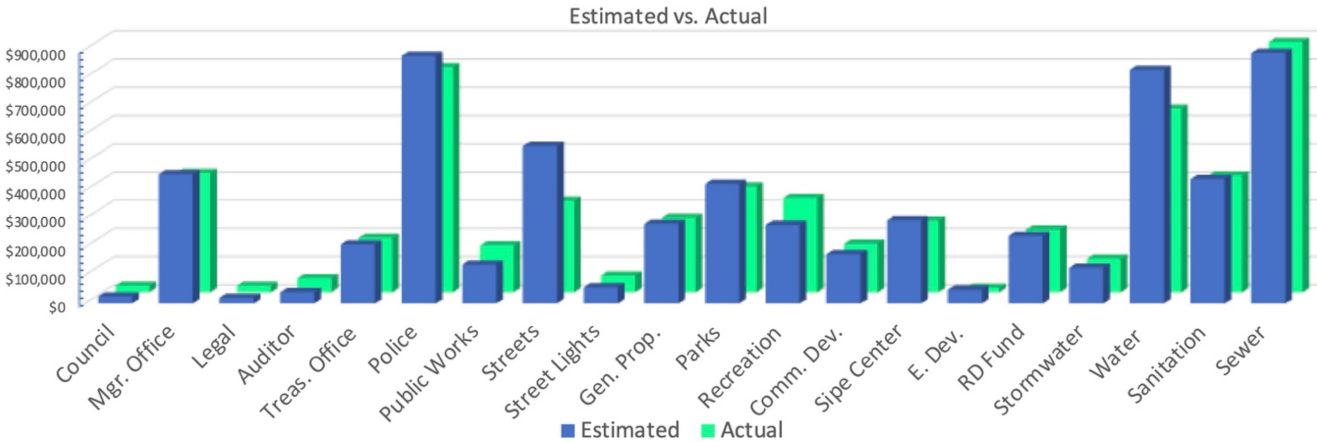
	Month	Year
CUT	87.9%	81.3%
MEALS	81.3%	96.3%
CUT+M	**83.4%**	**90.4%**
WATER	98.1%	103.0%
SEWER	97.9%	98.0%
W+S	**98.0%**	**99.8%**
OVERALL	**92.3%**	**96.6%**

Our key revenue metrics are better than they appear. We expect a catch-up payment from a utility this month. The payment should rectify December's underpayment. As to meals, a couple of expected payments were not received by the end of the month, perhaps because of the weather. Water and sewer service fees remain very close to projections.

Other revenues are unexceptional, except perhaps Miscellaneous Income, where there was a lot coming and going. $7,200 was posted to the account for accrued mowing fines, and a $3,000 fine was actually paid! But we also deducted $1,200 for a donation to the VFW from the sale of memorial plaques.[1]

[1] The VFW receives our revenue from the plaques, less what we actually pay for them. Robyn treats the payment to the VFW as a contrarevenue, so it reduces Miscellaneous Income.

As you can see from the chart below, expenses are well aligned with projections.



Wellness Quarter capital expenses are excluded, being reimbursed through loan proceeds.

The Water Department expenditures showed about $10,000 for the installation of our new well pump, and about $28,000 for a new vehicle. In Sipe Center, there was a $4,600 expense for a new sound mixer. The old mixer was about to fail—we don't know exactly when, except that it would have been at the worst time possible.

Lastly, fully-loaded labor costs are at 91.8% of projections. As you know, I expect that figure to rise in the second half of the year.

104 North Main
[Council Action? Yes.]

Tuesday's public hearing concerns a request by Joel Kauffman, the owner of 104 North Main Street, for a boundary line adjustment of five feet at the rear of his property (Sipe Center adjoins this property.) His request to the Town, and explanation for why he needs it, is attached for your consideration.

Staff's recommendation on this request, generally, is to approve it, pending clarification of a couple of important issues. One issue concerns existing propane tanks located along the north Sipe Center wall. The fire code requires 10' of clearance between the tanks and adjoining buildings. We also need to ensure that any footers installed on 104 North Main do not create any further issues with those propane tanks. Finally, we also need to extend a 3.5' easement along the edge of Mr. Kauffman's property to ensure access for Town maintenance of Sipe Center.

The attached resolution authorizes staff to enter into a boundary line agreement, not to exceed five feet in length, with Mr. Kauffman on the condition that the above-mentioned issues are resolved to the satisfaction of Town staff. The petitioner's request as outlined in his letter is not unreasonable, and we think the project itself will be a net positive for the neighborhood. As a staff, we're a bit frustrated to be talking about boundary lines over a year after we sold the property, and we’ve not heard what Mr. Kauffman would offer to pay the Town for this additional land.

VESMA
[Council Action? No.]

Greg and I have a meeting with DEQ on Thursday concerning our taking over the VESMP (erosion and stormwater program) from Rockingham County. We still hope to complete the transition this spring. Again, the County’s help has been both gracious and valuable, but our ownership of the MS4 system all but requires us to run the erosion and stormwater program. In essence, we are responsible for the facilities once they are put in place, so it makes sense for us to oversee their design and construction.

Alexander Wilmer

From: Joel Kauffman
Sent: Thursday, February 5, 2026 1:49 PM
To: Alexander Wilmer; Gwen Gottfried; Jay Litten
Subject: Subject: Blox on Main – Property Line Adjustment Request for February 10 Council Recommendation

Alex,

I hope you're doing well.

Per our recent conversations regarding Blox on Main at 104 North Main Street, I am formally outlining the requested property line adjustment for your review and recommendation to Town Council on February 10.

As currently designed, the exterior stair component extends approximately four feet beyond the existing rear property line. In addition, the foundation system required to properly support the four-story structure is substantial and extends into the same rear setback area.

To address this in a clean and permanent manner, Hydra Ventures LLC is requesting an additional five (5) feet of property along the rear portion of the lot.

This adjustment would:

- Fully accommodate the stair element that currently overhangs the property line
- Provide adequate space for the structural foundation footprint
- Improve circulation and guest access at the rear entrance
- Create a safer and more functional transition space behind the building

Our goal is to resolve this proactively and ensure the project aligns structurally and operationally with town expectations while improving the usability of the rear access area.

We respectfully request that you and the town leadership provide your recommendation to Town Council at the February 10 meeting to approve the property boundary adjustment and the additional five feet to be conveyed to Hydra Ventures LLC.

I appreciate your continued guidance and collaboration as we move this project forward.

Best regards,

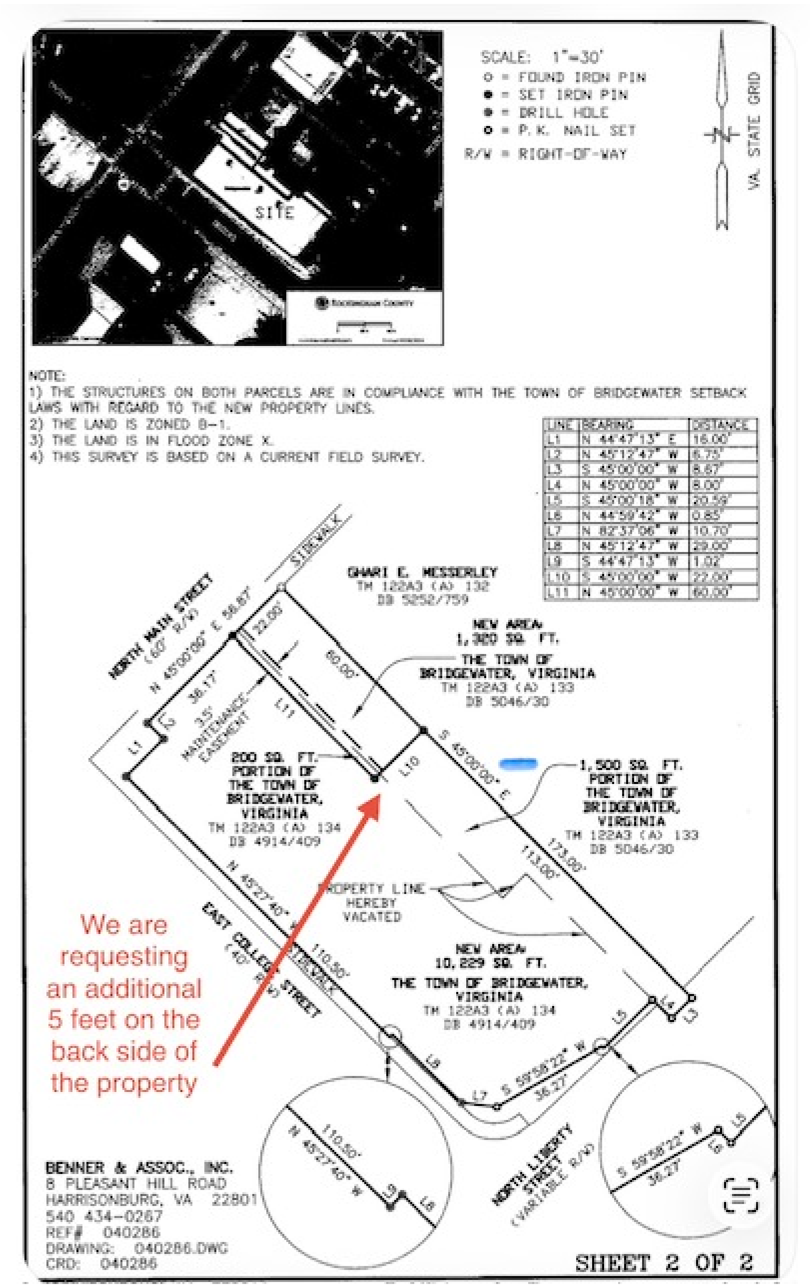
Joel Kauffman

Hydra Ventures LLC

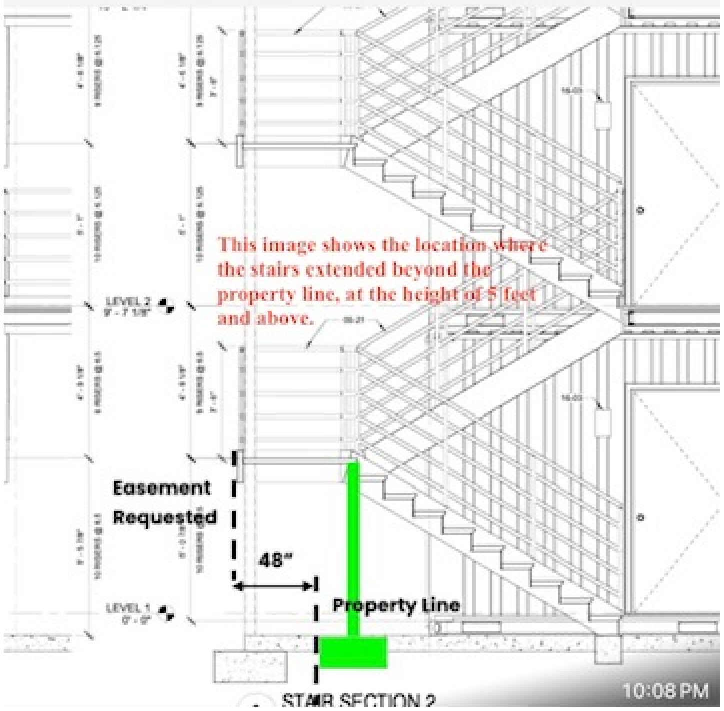
Alexander Wilmer

From: Joel Kauffman
Sent: Thursday, February 5, 2026 1:51 PM
To: Alexander Wilmer; Gwen Gottfried; Jay Litten
Subject: Pics

Here are a few pictures, for some reason they did not come through in my original email.



This side view illustrates the steps that will be the sole entrance to the residential units on floors 2 through 4.



Sent from my iPhone

A RESOLUTION AUTHORIZING
A BOUNDARY LINE ADJUSTMENT FOR
104 NORTH MAIN STREET

(Resolution R-192-2)

WHEREAS, the owner of 104 North Main Street has requested a boundary line adjustment of up to five feet for his property, located at 104 North Main Street, and

WHEREAS, said property adjoins land owned by the Town of Bridgewater at 100 North Main Street, and

WHEREAS, the additional acreage is needed to accommodate a fire escape and foundation for a "mini hotel" being constructed on said property, and

WHEREAS, Town staff has reviewed the boundary line adjustment proposal and recommends its approval, pending confirmation of the following issues: (*i*) the boundary line adjustment will comply with fire code regulations concerning clearance between existing propane tanks located on Town property and 104 North Main; (*ii*) any footers installed on 104 North Main do not infringe or create issues with said propane tanks; and (*iii*) an easement of appropriate width is included to ensure Town access for maintenance of Sipe Center and to allow necessary egress from Sipe Center. Staff also requests adequate assurance that the mini hotel will be in operation without undue delay.

NOW, THEREFORE, the Bridgewater Town Council authorizes Town staff to negotiate with, prepare, and execute a boundary line adjustment with the owner of 104 North Main. Town staff will ensure that the above-referenced conditions are satisfied prior to executing this boundary line adjustment.

Resolved this 10th day of February, 2026.

____

Mayor

I certify that this is a true copy of a resolution adopted on the 10th day of February, 2026, by the Council of the Town of Bridgewater, Virginia, upon the following vote:

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

________________ Date

________________________________ Clerk

January 2026 Police Report- Bridgewater

Police Calls for service: 468 (174 Extra Patrols)

Case Reports: 19

Incident Reports: 52

Total Traffic Crashes: 8

DMV Crash Reports: 5

Arrests: 2

Summons: 9

Notable BPD activity:

It was a busy January with activities, including the weather.
MLK march with the college went well down Main St. and it was well attended.
Feb. 7th Cocoa with a Cop at Generations Park.

Thank you, Chief Phillip Read

Town of Bridgewater

POLICE DEPARTMENT

201 Green Street Bridgewater Viginia 22812
Phone: 540-828-2611 Fax: 540-828-0136
Email: Police@bridgewater.town

CRIME TRENDS

Town of Bridgewater

Group A Offense	Jan-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Total
Crimes Againsts Persons												
Homicide	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
Forcible Sex Offenses	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
Aggravated Assault	0	0	0	0	0		0	0	0	0	0	0
Simple Assault/Intimidation	3	0	0	0	0	0	0	0	0	0	0	3
Non-forcible Sex Offenses	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
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	0	0	0	0	0	1
Larceny	4	0	0	0	0	0	0	0	0	0	0	4
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0	0	0	0	0	0	0	0
Fraud	1	0	0	0	0	0	0	0	0	0	0	1
Embezzlement	0	0	0	0	0	0	0	0	0	0	0	0
Stolen Property	0	0	0	0	0	0	0	0	0	0	0	0
Property Damage/Vandalism	1	0	0	0	0	0	0	0	0	0	0	1
Bribery	0	0	0	0	0	0	0	0	0	0	0	0
Crimes Againts Society												
Drug Offenses	1	0	0	0	0	0	0	0	0	0	0	1
Pornography/Obscene Material	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
Prostitution	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0