

FLOYD TOWN COUNCIL MEETING
W. SKIP BISHOP JR., TOWN HALL
February 17, 2022
5:30 P.M.
AGENDA

<u>FROM</u>	<u>TO</u>	<u>ITEM</u>
5:30 PM	5:30 PM	MEETING CALL TO ORDER
5:30 PM	5:30 PM	ROLL CALL
5:30 PM	5:30 PM	MOMENT OF SILENT PRAYER
5:30 PM	5:30 PM	PLEDGE OF ALLEGIANCE
5:30 PM	5:45 PM	CITIZENS COMMENT PERIOD*
5:45 PM	5:45 PM	PRESENTATION- None
5:45 PM	6:15 PM	ITEMS FOR DISCUSSION/ACTION A. Financials B. Skyline Bank- CD Renewal C. Warren G. Lineberry Park- Floyd Americana Music & Arts Festival D. Loan Pool Advisory Board Recommendation
6:15 PM	6:45 PM	TOWN MANAGER'S REPORT
6:45 PM	7:00 PM	OTHER BUSINESS
7:00 PM	7:30 PM	CLOSED SESSION (If needed)
7:30 PM	7:30 PM	ADJOURNMENT

*Due to the regulations set forth by the COVID-19 disaster and in an effort to follow current guidance on social distancing and public gatherings, meetings may occur via electronic means, or, if by physical attendance, the in-person gathering size may be limited. Any resident wishing to submit comments may do so via email or request to speak via phone during the public comment period and their comments will be entered into the official minutes of the Floyd Town Council and read by the Mayor or designee at the Council meeting.

VIA EMAIL: Email comments should be sent to andrew@townoffloyd.org by 4:00pm Wednesday, February 16, 2022. Emails must include your name, phone number and any comments. If you do not have access to email, please call the Town office at 540-745-6073 to leave a message with your comments.

VIA PHONE: Residents requesting to speak via phone during the public comment period should call the Town of Floyd office at 540-745-2565 by 4:00pm Wednesday, February 16, 2022 and provide your name and telephone number. The resident will be called during the public comment period of the meeting.

Any comments received will be shared with Town Council and will be added to the meeting minutes, making them a matter of public record.

VIRTUAL MEETING INFORMATION

Topic: Town Council Zoom Meeting

Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://us02web.zoom.us/j/86402916585?pwd=MCtyeEI1cHV2ZVdTNFA5bDNIWnFaZz09>

Meeting ID: 864 0291 6585

Passcode: 558382

One tap mobile

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Dial by your location

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Meeting ID: 864 0291 6585

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Find your local number: <https://us02web.zoom.us/j/kATqPIdHu>



MEMORANDUM

To: Town Council Members
From: Andrew Morris, Town Manager
Date: 2/11/2022
Re: January 2022 Financial Statements

138 Wilson Street, Floyd, VA 24091

540-745-2565

The January Revenue and Expenditure Reports and Balance Sheet are enclosed for your review.

We are half way through the fiscal year (58.3%). Our Meals and Lodging tax revenues continue to exceed the budget predictions at 86% and 167% respectively. Business License renewals went out in January 2022. Currently we have collected 6% of the Budgeted Revenue. Advertising expense account is over budget due to open employment positions. Legal expense approaching budgeted amount due to spending \$5204.80 to date on lawsuit.

ARPA funds- The Town received \$226,179 on June 30, 2021 and will receive an equal amount in June of 2022. These funds will be carried over into FY 2022.

There are 4 eligible use categories for ARPA Funds:

1. Response to Public Health emergency with respect to COVID-19 or its negative economic impacts.
2. Respond to workers performing essential work during the COVID-19 health emergency by providing premium pay to eligible workers of the local government.
3. Provision of Government services to the extent of the reduction in revenue.
4. Make necessary investments in water, sewer, or broadband infrastructure.

Budgeted Projects in progress:

--Town Hall Renovations: Thompson & Litton is preparing the bid documents to be advertised in November and due back to the Town on December 17th. Town Council will be updated as Thompson & Litton prepares new bid documents.

--Subdivision Ordinance Rewrite started in August 2021

Projects not yet expended include:

- Parking Ordinance Rewrite
- License Ordinance Rewrite to include Going Out of Business Sale guidelines

Other Projects in progress:

- Storywalk Trail collaboration with Partnership for Floyd & the Library
- if you have projects you would like me to add to this list, please let me know.

**Balance Sheet
January 2022**

ASSETS	FY21-22	FY20-21
<u>Current Assets</u>		
Checking/Savings	886,186.02	493,678.07
--Restricted Funds (ARPA, CDs & Cash Reserves for Town Hall project)	557,037.34	
--Unrestricted Funds	201,662.08	
--Economic Development Funds	127,486.60	
INVESTMENTS/ CD	81,650.23	147,141.13
GRANT ACCOUNTS	62,671.50	56,388.44
--Town Funds	62,671.50	
--Committed Funds	0.00	
EVENTS ACCOUNTS	895.85	4,505.04
--Leadership Floyd	895.85	
Total Current Assets	1,031,403.60	701,712.68
 <u>Loans Receivable</u>		
19300 · CDBG-Loan Pool Loans	178,672.71	213,782.44
TOTAL ASSETS	1,210,076.31	915,495.12
 LIABILITIES & EQUITY		
<u>Liabilities</u>		
Payroll Liabilities	\$ 9,971.45	1,796.13
Total Liabilities	\$ 9,971.45	1,796.13
 <u>Equity</u>		
Opening Balance Equity	0.00	-
Retained Earnings	1,284,708.85	1,000,746.77
Net Income	(84,603.99)	(87,047.78)
TOTAL EQUITY	1,200,104.86	913,698.99
TOTAL LIABILITIES & EQUITY	1,210,076.31	915,495.12

Notes:

****Debts:**

Bank of Floyd #3036

Loan Amount \$ 328,071.47
Maturity Date 10/31/2026

Monthly Payment 3,321.91
Current Balance \$ 171,149.80
Rate 3.50%

USDA

Loan Amount \$ 110,500.00
Maturity Date 9/23/2035

Monthly Payment 725.00
Current Balance \$ 102,458.42
Rate 2.50%

Total Outstanding Debt \$ 273,608.22

****Certificates of Deposits:**

CD9524-Union

Balance \$ 27,284.89
Maturity Date 7/26/2022

Rate 2.00%
Term 52 months

CD4140-Skyline

Balance \$ 54,365.34
Maturity Date 2/11/2022

Rate 1.50%
Term 24 months

Total Certificate of Deposits \$ 81,650.23

TOWN OF FLOYD - ACTUALS 2021-2022

DESCRIPTION	FY22		JUL 21	AUG 21	SEP 21	OCT 21	NOV 21	DEC 21	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22
	BUDGET (w/ Carryovers)	FY22 YTD												
INCOME														
BANK STOCK TAX	200,000.00	(1,407.00)	(1,407.00)	-	-	-	-	-	-	-	-	-	-	-
BUSINESS LICENSES	81,000.00	4,942.13	1,086.51	180.99	180.00	150.00	76.10	103.94	3,164.59	-	-	-	-	-
COMMUNICATIONS TAX	400.00	194.23	27.92	25.42	28.79	27.79	28.19	28.39	27.73	-	-	-	-	-
LOCAL SALES TAX	12,500.00	8,990.82	-	2,973.21	-	1,533.83	2,970.92	-	1,512.86	-	-	-	-	-
LODGING TAX	20,000.00	33,361.13	4,866.88	5,153.20	4,778.84	4,869.33	6,731.54	4,050.57	2,910.77	-	-	-	-	-
MEALS TAX	270,000.00	233,113.27	35,769.60	36,330.57	34,962.01	33,555.36	36,036.13	29,151.07	27,308.53	-	-	-	-	-
PERSONAL PROPERTY TAXES	5,650.00	4,623.73	-	-	-	739.43	2,928.77	921.24	34.29	-	-	-	-	-
REAL ESTATE TAXES	49,500.00	50,123.18	97.01	-	-	11,059.58	28,701.25	9,702.71	562.63	-	-	-	-	-
UTILITY TAX	2,600.00	1,353.32	163.31	191.51	196.47	202.30	177.08	158.49	264.16	-	-	-	-	-
VEHICLE LICENSE TAX	8,000.00	330.00	90.00	115.00	-	50.00	25.00	50.00	-	-	-	-	-	-
BANK INTEREST	3,500.00	1,431.42	170.41	186.96	222.01	210.49	210.33	217.78	213.44	-	-	-	-	-
MISC. INCOME	2,500.00	1,722.94	493.00	83.09	-	-	25.00	646.62	475.23	-	-	-	-	-
PENALTY INCOME	2,100.00	1,266.24	251.91	490.85	125.59	185.18	100.00	48.63	64.08	-	-	-	-	-
INTEREST INCOME	500.00	117.27	33.03	20.32	13.58	2.00	1.17	47.17	-	-	-	-	-	-
PERMIT FEES	375.00	575.00	375.00	-	200.00	-	-	-	-	-	-	-	-	-
REZONING FEES	375.00	375.00	-	-	-	-	-	375.00	-	-	-	-	-	-
INTERGOV GRANTS	1,000.00	21,900.00	-	4,400.00	15,000.00	2,500.00	-	-	-	-	-	-	-	-
CDBG-LOAN POOL INTEREST INCOME	5,000.00	3,249.78	533.07	539.84	379.79	385.99	493.34	598.38	319.37	-	-	-	-	-
TOURISM REVENUES	96,727.85	78,482.85	16,898.85	40,027.00	-	-	1,530.00	27.00	20,000.00	-	-	-	-	-
CASH RESERVES	250,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL INCOME	1,011,728	444,745.31	59,449.50	90,717.96	56,087.08	55,471.28	80,034.82	46,126.99	56,857.68	-	-	-	-	-
--Total Budgeted by Month for Current FY		341,500.00	27,690	69,740	29,515	42,015	57,605	40,555	74,380	40,430	50,430	56,180	230,180	276,280
EXPENSES--ADMINISTRATIVE														
ACCOUNTING	500.00	277.76	-	(8.00)	60.00	0.86	0.79	221.90	2.21	-	-	-	-	-
ADVERTISING	2,000.00	2,283.87	-	-	146.00	86.00	525.10	180.00	1,346.77	-	-	-	-	-
EQUIPMENT	5,700.00	3,502.85	355.11	407.03	370.85	626.68	569.58	386.80	786.80	-	-	-	-	-
INSURANCE	11,000.00	11,005.00	10,559.00	-	-	-	-	446.00	-	-	-	-	-	-
LEGAL	16,000.00	15,554.80	4,012.50	-	-	2,175.00	-	2,403.80	6,963.50	-	-	-	-	-
OFFICE EXPENSES	2,500.00	1,854.72	84.40	315.65	378.00	798.77	224.49	53.41	-	-	-	-	-	-
POSTAGE/SHIPPING	1,250.00	486.74	64.40	86.05	118.68	34.65	151.07	-	31.89	-	-	-	-	-
CREDIT CARD PROCESS FEES	300.00	497.69	193.19	64.85	62.34	60.02	55.82	-	61.47	-	-	-	-	-
SALARIES & WAGES	237,775.00	149,886.70	27,165.45	19,657.21	18,360.38	18,904.39	21,216.03	23,128.90	21,454.34	-	-	-	-	-
PAYROLL EXPENSES	56,125.00	32,852.33	5,206.86	4,537.76	4,533.24	4,533.29	4,453.45	3,920.70	5,667.03	-	-	-	-	-
TRAVEL/TRAINING/MEETINGS	2,500.00	(693.06)	-	40.88	(1,000.00)	-	141.62	90.04	34.40	-	-	-	-	-
CONTRACT LABOR	43,500.00	10,875.00	-	-	-	-	-	10,875.00	-	-	-	-	-	-
ELECTRIC	16,500.00	8,689.53	1,059.40	1,073.53	1,098.16	1,081.41	1,137.08	1,652.57	1,587.38	-	-	-	-	-
TELEPHONE	2,750.00	1,415.45	222.28	221.01	220.82	238.00	220.79	222.20	70.35	-	-	-	-	-
HEATING OIL	2,000.00	1,691.59	-	-	-	727.39	-	430.25	533.95	-	-	-	-	-
WATER/SEWER--TOWN OFFICE	2,400.00	1,696.60	282.40	282.40	242.60	258.36	234.32	218.56	177.96	-	-	-	-	-
TOWN JUBILEE CONTRIBUTION	45,000.00	16,409.03	-	14,000.00	2,409.03	0.00	-	-	-	-	-	-	-	-
TOTAL ADMINISTRATIVE EXPENSES	447,800.00	258,286.60	49,204.99	40,678.37	27,000.10	29,524.82	28,930.14	44,230.13	38,718.05	-	-	-	-	-
--Total Budgeted by Month for Current FY		265,520.04	50,455	37,455	36,755	31,455	38,880	28,205	42,315	27,990	27,590	31,990	47,430	47,280
EXPENSES--TOURISM	96,727.85	49,997.14	8,028.37	3,879.47	6,160.28	9,478.93	5,097.03	10,470.19	6,882.87	-	-	-	-	-

DESCRIPTION	FY22 BUDGET (w/ Carryovers)	FY22 YTD	JUL 21	AUG 21	SEP 21	OCT 21	NOV 21	DEC 21	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22
EXPENSES--PUBLIC WORKS														
BUILDING MAINTENANCE	3,500.00	560.64	-	40.95	241.57	129.61	47.87	93.65	6.99					
CONTENGENCIES	200.00	100.33	-	-	73.32	27.01	-	-	-					
GROUNDS	10,000.00	6,626.00	1,531.00	1,220.00	1,220.00	1,220.00	1,435.00	-	-					
REPAIRS/MAINTENANCE/FUEL	350.00	59.69	5.50	39.50	-	-	-	14.69	-					
TOOLS	1,000.00	-	-	-	-	-	-	-	-					
STREETS--BEAUTIFICATION	8,000.00	5,299.50	5,211.45	88.05	-	-	-	-	-					
STREETS--MAINTENANCE	6,000.00	3,705.34	585.96	-	600.00	164.38	-	-	2,355.00					
SUPPLIES--CHRISTMAS LIGHTS	2,000.00	550.00	-	550.00	-	-	-	-	-					
SUPPLIES--EMPLOYEE CLOTHING	3,600.00	2,275.56	-	333.26	373.25	368.60	528.60	373.25	298.60					
SUPPLIES--REFUSE COLLECTION	150.00	-	-	-	-	-	-	-	-					
SUPPLIES--SAFETY	150.00	879.85	-	-	879.85	-	-	-	-					
PUBLIC RESTROOM SUPPLIES	1,000.00	573.08	-	430.63	69.10	-	-	73.35	-					
PUBLIC RESTROOM CLEANING	7,200.00	3,340.00	500.00	460.00	540.00	440.00	500.00	480.00	420.00					
VEHICLES--FUEL	2,500.00	1,668.90	256.56	257.38	338.21	162.32	-	502.01	152.42					
VEHICLES--MAINTENANCE	2,000.00	3,470.74	-	1,526.91	1,698.99	40.35	196.00	-	8.49					
VEHICLES--INSURANCE	1,300.00	2,096.00	2,096.00	-	-	-	-	-	-					
CAPITAL OUTLAY-EQUIPMENT	4,100.00	-	-	-	-	-	-	-	-					
TOTAL PUBLIC WORKS EXPENSES	53,050.00	31,205.63	10,186.47	4,946.68	6,034.29	2,552.27	2,707.47	1,536.95	3,241.50	-	-	-	-	-
--Total Budgeted by Month for Current FY		33,920.60	5,396	5,996	4,196	8,196	3,846	3,696	2,596	3,096	2,596	3,596	4,846	4,996
EXPENSES--GENERAL CORPORATION														
BOARD APPOINTMENTS	5,000.00	1,890.00	-	-	-	-	-	-	1,890.00					
CONTENGENCIES	34,850.00	847.12	-	-	38.00	35.71	323.41	-	450.00					
COUNCIL EXPENSES	7,200.00	4,200.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00					
DONATIONS	17,500.00	17,700.00	11,000.00	-	2,700.00	3,000.00	1,000.00	-	-					
DUES	1,500.00	1,679.31	1,489.31	-	-	190.00	-	-	-					
ELECTION EXPENSES	500.00	-	-	-	-	-	-	-	-					
ECONOMIC DEVELOPMENT--TOURISM	40,000.00	40,000.00	-	20,000.00	-	-	-	-	20,000.00					
ECONOMIC DEVELOPMENT--SUBDIVISION ORD	8,000.00	1,409.86	-	-	-	-	-	1,409.86	-					
ECONOMIC DEVELOPMENT--VTC MAP PROJECT	1,000.00	-	-	-	-	-	-	-	-					
ECONOMIC DEVELOPMENT--PSA PROJECTS		10,323.50	-	-	-	-	-	-	10,323.50					
CAPITAL PROJECTS--TOWN HALL IMPROVEMENTS	250,000.00	62,081.77	-	-	-	-	20,214.34	34,940.14	6,927.29					
LONG TERM DEBT--PRINCIPLE	33,650.00	19,449.51	2,748.42	2,756.71	2,782.98	2,773.40	2,799.19	2,790.20	2,798.61					
LONG TERM DEBT--PRINCIPLE--USDA	6,120.00	3,551.16	504.15	505.20	506.25	507.30	508.36	509.42	510.48					
LONG TERM DEBT--INTEREST	6,250.00	3,803.86	573.49	565.20	538.93	548.51	522.72	531.71	523.30					
LONG TERM DEBT--INTEREST--USDA	2,580.00	1,523.84	220.85	219.80	218.75	217.70	216.64	215.58	214.52					
TOTAL GENERAL CORPORATION EXPENSES	414,150.00	168,459.93	17,136.22	24,646.91	7,384.91	7,872.62	26,184.66	40,996.91	44,237.70	-	-	-	-	-
--Total Budgeted by Month for Current FY		217,888.70	18,552.59	32,560.88	10,062.15	33,352.57	33,453.36	33,954.37	55,952.78	33,451.08	33,453.82	34,454.37	33,451.87	61,450.04
TOTAL EXPENSES	1,011,728	507,949.30	84,556.05	74,151.43	46,579.58	49,428.64	62,919.30	97,234.18	93,080.12	-	-	-	-	-
--Total Budgeted by Month for Current FY		563,996.03	81,070	82,678	57,680	79,670	82,846	72,522	107,530	71,204	70,306	76,707	92,394	120,393
MISCELLANEOUS INC/EXP FROM OTHER ACCOUNTS		(21,400.00)	-	(4,400.00)	(17,000.00)									
ARPA FUNDS INCOME	226,179.00	-												
ARPA FUNDS EXPENSE	226,179.00	-												
NET INCOME	-	(84,603.99)	(25,106.55)	12,166.53	(7,492.50)	6,042.64	17,115.52	(51,107.19)	(36,222.44)	-	-	-	-	-

TOWN OF FLOYD - ANNUAL COMPARISON 2021-2022

DESCRIPTION	YEAR TO DATE 2021-2022			BGT VARIANCES		2020-2021 VARIANCES			
	ACTUALS	BUDGET	LAST YR	\$ DIFF	% VAR	\$ DIFF	% VAR		
INCOME									
BANK STOCK TAX	(1,407.00)	-	-	(1,407)	-1407.00%	(1,407)	100.00%	89,000	(89,000)
BUSINESS LICENSES	4,942.13	8,500.00	3,261.71	(3,557.87)	58.14%	1,680.42	34.00%	88,000	(79,500)
COMMUNICATIONS TAX	194.23	250.00	212.82	(55.77)	77.69%	(18.59)	-9.57%	500	(250)
LOCAL SALES TAX	8,990.82	7,500.00	7,669.37	1,490.82	119.88%			5,000	2,500
LODGING TAX	33,361.13	12,300.00	11,342.53	21,061.13	271.23%	22,018.60	66.00%	24,000	(11,700)
MEALS TAX	233,113.27	167,500.00	182,878.09	65,613.27	139.17%	50,235.18	21.55%	210,000	(42,500)
PERSONAL PROPERTY TAXES	4,623.73	5,525.00	5,052.81	(901.27)	0.00%			4,500	1,025
REAL ESTATE TAXES	50,123.18	48,800.00	49,464.45	1,323.18	97.01%	658.73	1.31%	42,000	6,800
UTILITY TAX	1,353.32	1,350.00	1,332.04	3.32	100.25%	21.28	1.57%	2,500	(1,150)
VEHICLE LICENSE TAX	330.00	700.00	620.17	(370.00)	47.14%	(290.17)	-87.93%	4,000	(3,300)
BANK INTEREST	1,431.42	2,100.00	1,837.70	(668.58)	68.16%	(406.28)	-28.38%	1,800	300
MISC. INCOME	1,722.94	1,458.31	194.20	264.63	118.15%	1,528.74	88.73%	1,000	458
PENALTY INCOME	1,266.24	1,225.00	1,667.52	41.24	103.37%			2,000	(775)
INTEREST INCOME	117.27	291.69	161.30	(174.42)	40.20%	(44.03)	-37.55%	500	(208)
PERMIT FEES	575.00	-	375.00	575.00	575.00%	200.00	34.78%	700	(700)
REZONING FEES	375.00	-	-	375.00	0.00%			-	-
INTERGOV GRANTS	21,900.00	1,000.00	1,752.00	20,900.00	19400.00%	20,148.00	92.00%	1,000	-
CDBG-LOAN POOL INTEREST INCOME	3,249.78	3,000.00	3,342.95	249.78	108.33%	(93.17)	-2.87%	12,000	(9,000)
TOURISM REVENUES	78,482.85	80,000.00	271,164.66		98.10%				
CASH RESERVES	-	-	204,574.92		0.00%				
TOTAL INCOME	444,745.31	341,500.00	271,164.66	103,245.31	130.23%	173,580.65	39.03%	488,500	(147,000)
EXPENSES--ADMINISTRATIVE									
ACCOUNTING	277.76	291.69	17,118.23	(13.93)					-
ADVERTISING	2,283.87	1,200.00	941.02	1,083.87	190.32%	1,342.85	58.80%	-	1,200
EQUIPMENT	3,502.85	3,325.00	1,411.28	177.85	105.35%	2,091.57	59.71%	-	3,325
INSURANCE	11,005.00	11,000.00	10,920.00	5.00	100.05%	85.00	0.77%	1,300	9,700
LEGAL	15,554.80	12,000.00	7,968.90	3,554.80	129.62%	7,585.90	48.77%	1,900	10,100
OFFICE EXPENSES	1,854.72	1,500.00	458.33	354.72	123.65%	1,396.39	75.29%	23,900	(22,400)
POSTAGE/SHIPPING	486.74	729.19	559.34	(242.45)	66.75%	(72.60)	-14.92%	10,100	(9,371)
CREDIT CARD PROCESSING FEES	497.69	195.00	-	302.69	255.23%				
SALARIES & WAGES	149,886.70	138,702.10	117,789.86	11,184.60	108.06%	32,096.84	21.41%	2,000	136,702
PAYROLL EXPENSES	32,852.33	32,739.56	28,043.78	112.77	100.34%	4,808.55	14.64%	1,200	31,540
TRAVEL/TRAINING/MEETINGS	(693.06)	1,458.31	568.44	(2,151.37)	-47.52%	(1,261.50)	182.02%	139,000	(137,542)
CONTRACT LABOR	10,875.00	21,750.00	10,875.00	(10,875.00)	0.00%	-	0.00%	25,400	(3,650)
ELECTRIC	8,689.53	9,625.00	6,700.54		90.28%			300	9,325
TELEPHONE	1,415.45	1,604.19	1,251.68	(188.74)	88.23%	163.77	11.57%	10,400	(8,796)
HEATING OIL	1,691.59	1,000.00	495.63	691.59	0.00%	1,195.96	70.70%	2,100	(1,100)
WATER/SEWER	1,696.60	1,400.00	1,110.80	296.60	121.19%	585.80	34.53%	1,000	400
TOWN JUBILEE CONTRIBUTION	16,409.03	27,000.00	-	(10,590.97)	60.77%	16,409.03	100.00%	600	26,400
TOTAL ADMINISTRATIVE EXPENSES	258,286.60	265,520.04	206,212.83	(7,233.44)	97.28%	52,073.77	20.16%	304,000	(38,480)

TOWN OF FLOYD - ANNUAL COMPARISON 2021-2022

DESCRIPTION	YEAR TO DATE 2021-2022			BGT VARIANCES		2020-2021 VARIANCES			
	ACTUALS	BUDGET	LAST YR	\$ DIFF	% VAR	\$ DIFF	% VAR		
EXPENSES--PUBLIC WORKS									
BUILDING MAINTENANCE	560.64	2,041.69	3,042.67	(1,481.05)	27.46%	(2,482)	-442.71%	2,200	(158)
CONTENGENCIES	100.33	200.00	100.00	(99.67)	50.17%	0	0.33%	1,300	(1,100)
GROUNDS	6,626.00	7,000.00	7,050.69	(374.00)	94.66%	(425)	-6.41%	5,800	1,200
REPAIRS/MAINTENANCE/FUEL	59.69	203.91	-	(144.22)	29.27%	60	100.00%	100	104
TOOLS	-	100.00	17.99	(100.00)	0.00%	(18)		200	(100)
STREETS--BEAUTIFICATION	5,299.50	4,500.00	1,009.64	799.50	117.77%	4,290	80.95%	5,200	(700)
STREETS--MAINTENANCE	3,705.34	3,500.00	1,842.48	205.34	105.87%	1,863	50.28%	7,000	(3,500)
SUPPLIES--CHRISTMAS LIGHTS	550.00	1,250.00	21.93	(700.00)	44.00%	528	96.01%	100	1,150
SUPPLIES--EMPLOYEE CLOTHING	2,275.56	2,100.00	1,687.66	175.56	108.36%	588	25.84%	900	1,200
SUPPLIES--REFUSE COLLECTION	-	150.00	-	(150.00)	0.00%	-		100	50
SUPPLIES--SAFETY	879.85	150.00	39.92	729.85	586.57%	840	95.46%	100	50
PUBLIC RESTROOM SUPPLIES	573.08	500.00	586.78	73.08	114.62%	(14)	-2.39%		
PUBLIC RESTROOM CLEANING	3,340.00	4,200.00	1,006.62						
VEHICLES--FUEL	1,668.90	1,458.31	3,942.86	210.59	114.44%	(2,274)	-136.26%	1,900	(442)
VEHICLES--MAINTENANCE	3,470.74	1,166.69	1,318.00	2,304.05	297.49%	2,153	62.03%	-	1,167
VEHICLES--INSURANCE	2,096.00	1,300.00	-	796.00	161.23%	2,096	100.00%	3,400	(2,100)
CAPITAL OUTLAY-EQUIPMENT	-	4,100.00	-						
TOTAL PUBLIC WORKS EXPENSES	31,205.63	33,920.60	21,667.24	(2,714.97)	-8.70%	9,538	30.57%	32,000	1,921
EXPENSES--GENERAL CORPORATION									
BOARD APPOINTMENTS	1,890.00	2,500.00	2,655.00	(610.00)	-32.28%	(765)	-40.48%		
CONTENGENCIES	847.12	20,329.19	91.43	(19,482.07)	4.17%	756	89.21%		
COUNCIL EXPENSES	4,200.00	4,200.00	4,200.00	-	100.00%	-	0.00%		
DONATIONS	17,700.00	17,500.00	9,450.00	200.00	101.14%	8,250	46.61%		
DUES	1,679.31	1,000.00	791.31	679.31	167.93%	888	52.88%		
ELECTION EXPENSES	-	500.00	-						
ECONOMIC DEVELOPMENT--TOURISM	40,000.00	40,000.00	30,000.00	-	100.00%	10,000	25.00%		
ECONOMIC DEVELOPMENT--SUBDIVISION	1,409.86	3,500.00	2,831.59	(2,090.14)	40.28%				
ECONOMIC DEVELOPMENT-VTC MAP PRC	-	-	-		#DIV/0!				
ECONOMIC DEVELOPMENT-PSA PROJEC	10,323.50	-	6,990.50		#DIV/0!				
CAPITAL PROJECTS--TOWN HALL IMPROV	62,081.77	-	-	62,081.77	#DIV/0!	62,082	100.00%		
LONG TERM DEBT--PRINCIPLE	19,449.51	3,551.16	18,141.61	15,898.35	547.69%	1,308	6.72%		
LONG TERM DEBT--PRINCIPLE--USDA	3,551.16	3,835.00	1,985.36						
LONG TERM DEBT--INTEREST	3,803.86	1,523.84	5,111.76	2,280.02	249.62%	#REF!	#REF!		
LONG TERM DEBT--INTEREST--USDA	1,523.84	-	914.64						
TOTAL GENERAL CORPORATION EXPEN:	168,459.93	217,888.70	83,163.20	(49,428.77)	77.31%	85,297	50.63%		
TOTAL EXPENSES	507,949.30	563,996.03	336,815.06	(56,046.73)	90.06%	171,134	33.69%		
MISCELLANEOUS INCOME OTHER ACCOL	(21,400.00)		(290,186.51)						
NET INCOME	(84,603.99)	(222,496.03)	(163,435.58)	137,892.04		78,832	-93.18%		

PARK USE APPLICATION

TOWN OF FLOYD

WARREN G. LINEBERRY COMMUNITY PARK

SECTION I: APPLICANT INFORMATION

Group/Organization Name: Alan Stuart Graf P.C. / Floyd Americana Music and Arts Festival
Applicant Name (Event Contact): Alan Graf Cell Phone Number: 931-231-4119
Mailing Address: 208 Pine St. Floyd, VA 24091
Email: alanstuartgraf@gmail.com

SECTION II: EVENT INFORMATION

Event Name: Floyd Americana Music & Arts Festival Date of Event: Sept 18 - Sunday
Time of Event: from 12 to 6 Time for Set-up: 3 hours Time for Clean-up: 2 hours

**Events may only be held between 8:00am and 11:00pm. (This includes setup & take down)

Event Description and Purpose of the Event (please provide a brief description of the event): Third Floyd Americana Music and Arts Festival
featuring Floyd Based Artisans
and Floyd and surrounding area based Floyd
musicians

Number of Expected Guests: 1000-1500 ~~not at one time~~ **Max. Capacity of the park SHALL NOT EXCEED: 550 AG

Will an admission fee be charged? Yes No

Will you need access to electrical? Yes No

Will you need access to water? Yes No

Do you plan to have temporary signage for the event? Yes No (If yes, a signage permit application must accompany this application)
Just a banner

SECTION III: VENDOR INFORMATION (IF APPLICABLE)

Types of Vendors: Food Arts & Crafts Merchandise Entertainment (Music, games, bouncy house, etc...)

Total number of vendors: 20

Total number of vendors MAY NOT EXCEED 24 (Twenty-four).

-- A vendor list including the business name, business contact information, mailing address and email address as well as an event site plan including the location of vendors, entertainment (games, bouncy houses, etc...), portable restrooms, electrical & water usage, etc must accompany this application.

Will be forthcoming -
However it will be very similar
to last year's event

Please check off the information you have submitted:

- Park Use Application
- Sign Permit Application (needed for any temporary signs, banners, etc...)
- Event Site Plan (location of vendors, entertainment, portable restrooms, electrical & water usage, etc...)
- Vendor List (business name, business contact information, mailing address and email address)
- Commercial food vendors--provide copy of insurance and copy of Virginia Department of Health permit
- Copy of Certificate of general liability insurance with \$1,000,000.00 combined single limit, with the Town of Floyd named as an additional insured
- Damage Deposit (\$100 without water & electric; \$250 with water & electric; \$0-Tax-exempt Non-Profit) - \$100 - ck 1204 2/14/22
- Park Use Fee (\$100; \$0-Tax-exempt Non-Profit) - > \$150 - ck .1203 2/11/22
- Water & Electric Fee (\$50; \$0-Tax-exempt Non-Profit)

Please submit all completed application and documentation to:
Kayla W. Cox
Town of Floyd
138 Wilson Street
Floyd, VA 24091

Completed application and documentation must be submitted 45 days prior to the event.

This request was approved/disapproved by a vote of the Floyd Town Council on _____ . Any conditions attached shall be considered requirements on the above request.

Kayla W. Cox

Date

PARK USE POLICY

TOWN OF FLOYD

WARREN G. LINEBERRY COMMUNITY PARK

Use of the Park:

- Application is to be made within at least 45 days prior to the event with the Town Manager and presented at a Council meeting.
- A site inspection will be conducted before and after each event.
- No alcoholic beverage or controlled substances are allowed on the property.
- Clean up of the WARREN G. LINEBERRY PARK shall immediately follow each activity or event. The Permit Applicant will be responsible for cleanup and reporting any issues of concern to the Town Manager immediately. Clean up includes removal of all trash and litter, cigarette butts and removal of any items used for the event or activity.
- Animals are to be under control of the owner at all times and any animal waste must be removed and properly disposed of.
- Electric and water is available for event use with application approval.
- Park rules prohibit on park grounds: alcoholic beverages, illegal substances, fire or fireworks, camping, skates, rollerblades, bicycles, motorized vehicles except those in ADA Compliance, littering, solicitation or pandering.

Vending and Admission to Events:

- If the intent is to charge a fee for an activity or event, approval must be granted by the Town Council with an explanation of why a fee is necessary and how it will be used. Must accompany an application for usage.
- Maximum number of vendors allowed is 24 (Twenty-four).
- A vendor list including the business name, business contact information, mailing address and email address as well as an event site plan including the location of vendors, entertainment (games, bouncy houses, etc...), portable restrooms, electrical & water usage, etc. must accompany this application.
- All vendors must obtain a business license for the Town of Floyd.

Fees, Permits and Licensing:

- Park Use Fee- \$100.00, per day for organizations. No charge for tax-exempt Non-Profit organizations.
- Water & Electric Use Fee - \$50.00, per day. No charge for tax-exempt Non-Profit organizations.
- All vendors must have a Town of Floyd Business License. A food vendor license with the Town of Floyd must also be obtained. Food vendors are subject to Town of Floyd Meals Tax.
- Commercial food vendors are required to provide evidence of license, insurance and a copy of Virginia Department of Health permit.
- A sign permit is required for all signage, if any, placed throughout the Town or at the WARREN G. LINEBERRY PARK advertising the event. The permit must be approved by the Town Manager prior to any sign placement. All signage must be removed by the applicant immediately after the event.

Parking & Safety:

- Vehicles must park in designate parking area only and must not block any private drives, entrances or roadways. No vehicles will be allowed to be driven or parked on the grass unless granted authorization by the Town Manager.
- While the intent is for general public usage, all children must be properly supervised to protect their safety and Town property.


Insurance and Damage Policy:

- A Damage Deposit has been established to help preserve our WARREN G. LINEBERRY PARK. Following an event, if all conditions of usage are met and cleanup meets approval and no damage has occurred to grass or property, including the restrooms, the deposit will be refunded.
- A damage deposit of \$100 (One Hundred Dollars) must be paid with this application. No charge for tax-exempt Non-Profit organizations. The damage deposit is not limited to those items possibly damaged by the event or by persons participating in the event, but also by spectators and non-participants.
- A copy of general liability insurance with \$1,000,000.00 combined single limit, with the Town of Floyd named as an additional insured, shall accompany this application.

General Terms and Conditions:

- A completed Park Use Application must be submitted forty-five (45) days prior to the event. Once the application has been submitted to the Town Manager it will be presented to Town Council for approval.
- The Town reserves the rights to deny the use of WARREN G. LINEBERRY PARK to any person or organization for the protection of the health, safety and welfare of the citizens of Floyd County.
- Users agree to adhere to these policies and understand that a violation of any portion of the policy will result in cancellation/termination of the event and forfeiture of all payments and fees.
- All Users of the Facilities shall comply with all applicable federal, state, and local laws, regulations, rules, and ordinances including, but not limited to, all ordinances of the Town of Floyd and all rules and regulations which may be adopted from time to time by the Floyd Town Council. Such rules and regulations may include any and all changes that might be imposed on the operational hours and utilization policies.
- Anti-Discrimination by User, its agents or employees, on account of age, race, color, religion, sex or national origin, in the use of or admission to the premises is prohibited.

By signing this form, I acknowledge that I am the person named above and/or can sign on behalf of the organization listed above. I have read and understand the WARREN G. LINEBERRY PARK USE POLICY and by signing below I acknowledge that I will abide by the policy.

Signature 

Date 2/11/22

HOLD HARMLESS AND INDEMNITY AGREEMENT

TOWN OF FLOYD

WARREN G. LINEBERRY COMMUNITY PARK

This indemnity agreement, made and entered into this 11 day of Feb, 20 22, by Ann S. Graf (named party applying for use of the WARREN G. LINEBERRY PARK) to be held on Sept 18, between the hours of 12-8 in the Town of Floyd.

WHEREAS, the undersigned having made application for a permit to sponsor or hold an activity or event in the WARREN G. LINEBERRY PARK in consideration of permission does hereby agree to the Rules established for the usage and hereby agrees to the following:


The undersigned, jointly and severally (if more than one) does hereby agree to indemnify and hold harmless the Corporation, Town of Floyd, against any and all liability, loss, cause of action, damages or injuries to persons or property, including death, which may occur by reason of the use of the WARREN G. LINEBERRY PARK.

The undersigned, jointly and severally, (if more than one), agrees to indemnify and hold harmless the Corporation, Town of Floyd against any expenses incurred by the Town of Floyd with regards to cleaning the premises, setting up on behalf of the undersigned, and restoring the premises to its normal condition after the permit period.

The undersigned, jointly and severally (if more than one), does agree to indemnify and hold harmless the Corporation, Town of Floyd, it's officers, employees and agents, against any expenses incurred by the Town with regard to the use of the WARREN G. LINEBERRY PARK property as set forth in correspondence to the below party.

The undersigned further agrees to pay, to the complete exoneration of the Corporation, Town of Floyd, it's officers, employees and agents, for any court costs, negotiation fees or attorney fees incurred by the Corporation, Town of Floyd, or any of their offices, employees or agents, with respect to the defense of any such claims set forth above.

Name Alan Graf
Organization Name Alan Stuart Graf, P.C.
Address 208 Pine St
Floyd Va 24091
Daytime Phone Number 931-231-4110
Dates of Usage Sept 1st 2023
Hours of Usage 9-8 AM
Purpose Floyd Americana Festival

SIGNATURE 

DATE 2/11/22