



**AGENDA
TOWN COUNCIL
TUESDAY OCTOBER 14, 2025
INDEPENDENCE, VIRGINIA
5:00 PM
329 DAVIS STREET**

- Closed Session
 - Litigation
 - Contract Negotiation
- Public Hearing
 - None
- Call to Order –Mayor Miller
 - Welcome/Decorum
 - Approval of Agenda, Prior Month Meeting Minutes, Consent Agenda, Payables
- Reports, Presentations or Requests
- Old Business
- New Business
 - November 2025 meeting (on holiday)
- Town Staff Report
 - Town Clerk/Treasurer
 - Police Report
 - Utility Directors Report
- Town Manager's Report
 - Programs, Projects and Updates
- Mayor's Report
- Town Attorney's Report
- Committee Updates
 - Personnel Committee – Councilman Cassell
 - Finance Committee – Vice Mayor Collins
 - Infrastructure – Councilman Halsey
 - Community Development Committee - Councilwoman Marshall
- Informational Items
- Community Matters – Registered Speakers and Public Comment
- Adjourn

-Meeting Decorum-

All official meetings are to be observed by the following decorum:

- Behavior during all official meetings shall be consistent with the behavior exercised in any court or legislative room found within the Commonwealth of Virginia; and,
- There shall be no outbursts, heckling or other forms of disrespectful behavior by any individuals present within these chambers; and,
- Persons wishing to speak shall do so respectfully and in accordance with the applicable Rules of Procedures and/or at the specific direction of the presiding official; and,
- Out of respect for the official business being conducted, for those conducting the official business and for those present for same purpose, there shall be no private conversations taking place in the audience or other forms of distractive behavior or nuisance; and
- Please turn off cell phones and other such devices before entering the meeting room.



**TOWN OF INDEPENDENCE
COMMITTEE MEETING
THURSDAY, OCTOBER 2, 2025
INDEPENDENCE, VIRGINIA
6:00 PM
136 EAST MAIN STREET (UPSTAIRS)
INDEPENDENCE, VA 24348**

MEMBERS PRESENT: Mayor Mark Miller, Vice Mayor Joan Collins, Jason Cassell, Kit Marshall, Buddy Halsey Aaron Davis, and Lance Hart.

MEMBERS ABSENT: None.

TOWN STAFF PRESENT: Kathy Knutson, Town Manager, Terry Osborne, Public Works Director, and Roger Brooks, Town Attorney.

CITIZENS & GUESTS: None.

- Call to Order-Mayor Miller
 - Mayor Miller called the committee work session to order this 2ND day of October 2025 and declared a quorum present.
- Resolution for EDA Assets
 - Town Manager Kathy Knutson discusses the need to officially approve the acceptance of EDA assets, noting that while the EDA voted to dissolve themselves, the town needs to vote to receive the assets. The committee discussed the acceptance of EDA assets, which was officially approved. They debated the allocation of funds from Proclad, deciding to keep them in the general fund for now. **Councilman Aaron Davis made a motion to approve the resolution accepting the EDA assets, Councilwoman Kit Marshall 2nd. Everyone else accepted and all were in favor.**
- Committee Discussions
 - **Community Development-Chairwoman Kit Marshall**
 - 1)Events Coordinator, Laura Whitt was unable to make the meeting but Chairwoman Kit Marshall gave an update on her behalf. The privy races will proceed on October 11th. There will be 20 vendors. Above the Dam will be performing from 11-1. DJ Steve will play music in between the heats. There will be a pie contest. There will also be a bouncy house and pumpkin painting.
 - 2) Chairwoman Kit Marshall and Town Manager Kathy Knutson decorated the town for fall. Pumpkins were purchased from Osbornes Nursey and straw bales from Adams.
 - 3)The electrical at town park is now completely done. Upon payment of the electricians invoice, Kathy Knutson will finalize the VOF Grant.
 - **Finance – Chairwoman Joan Collins**
 - Chairwoman Joan Collins nothing to report on.
 - **Infrastructure –Chairman Buddy Halsey**

- Chairman Buddy Halsey nothing to report on. Public Works Director, Terry Osborne gave an update on the Sewer I & I project. Lane Engineering will be doing 3-4 extra manholes with the additional money that was left over in the project of which VDH instructed us to spend it.
- **PERSONNEL-CHAIRMAN JASON CASSELL**
 - Chairman Jason Cassell asked to go into closed session for the personnel and contract negotiation. Mayor Miller asked for a motion to go into closed session.
- **COUNCILMAN AARON DAVIS made a motion for Council to go into closed session citing VAFOIA Section 2.2-3711, to discuss personnel and contract negotiation asking the Town Attorney Roger Brooks, Town Manager Kathy Knutson, to stay. COUNCILMAN JASON CASSELL seconded; motion carried with all ayes.**
- **COUNCILMAN AARON DAVIS made a motion for Council to go into open session citing VAFOIA Section 2.2-3712 that only matters in closed session were convened for and permitted under was discussed. Mayor Miller asked for a roll call vote:**
 - **Jason Cassell – I So Certify**
 - **Kit Marshall- I So Certify**
 - **Aaron Davis – I So Certify**
 - Buddy Halsey-I So Certify**
 - Joan Collins – I So Certify**
 - Lance Hart – I So Certify**
- The committee also discussed advertising for a public works director and an engineer. The committee discussed the need for self-sufficiency and emphasized the importance of knowing financial details.
- **Personnel Chairman Jason Cassell motioned to advertise for a public works director. Councilman Lance Hart 2nd, motion carried with all ayes.**
- **Infrastructure Chairman Buddy Halsey motioned to advertise for an environmental engineer. Councilman Jason Cassell 2nd, motion carried with all ayes.**
- **Infrastructure Chairman Buddy motioned to obtain a Dunn & Bradstreet report for Oak Hall. Councilman Lance Hart 2nd, motion carried with all ayes.**
- Infrastructure Chairman Buddy Halsey also addressed an illegal dumping issue, suggesting reviewing camera footage to identify the culprit.
- The meeting concluded with a reminder to advertise for the engineer position and public works director and plans to reconvene next week.
- Meeting Concluded

-Meeting Decorum-

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**TOWN OF INDEPENDENCE
REGULAR SCHEDULED COUNCIL MEETING
TUESDAY SEPTEMBER 9, 2025
329 DAVIS STREET
INDEPENDENCE, VIRGINIA 24348
5:00 PM**

COUNCIL MEMBERS PRESENT: Mayor Mark Miller, Vice Mayor Joan Collins, Jason Cassell, Buddy Halsey, Kit Marshall, Aaron Davis, and Lance Hart.

COUNCIL MEMBERS ABSENT: None.

TOWN STAFF PRESENT: Kathy Knutson, Town Manager, Roger Brooks, Town Attorney, Matthew Adams, Police Chief, Terry Osborne, Public Works Director, Kim Farmer, Town Clerk, Tenda Kinser, DMV Deputy Clerk, Kim Phipps Deputy Clerk, and Jacqueline Smith Clerk.

CITIZENS & GUESTS: Sandy Venzie, Larissa Venzie, Shannon Miller, Steve Boyer, Grayson County Administrator, and Michelle Pridgen.

COUNCILMAN AARON DAVIS made a motion for Council to go into closed session citing VAFOIA Section 2.2-3711, to discuss personnel and contract negotiation asking the Town Attorney Roger Brooks, Town Manager Kathy Knutson, Town Clerk Kim Farmer and Grayson County Administrator Steve Boyer to stay. **COUNCILWOMAN KIT MARSHALL** seconded; motion carried with all ayes.

COUNCILMAN AARON DAVIS made a motion for Council to go into open session citing VAFOIA Section 2.2-3712 that only matters in closed session were convened for and permitted under was discussed. Mayor Miller asked for a roll call vote:

Jason Cassell – I So Certify
Joan Collins – I So Certify
Aaron Davis – I So Certify

Buddy Halsey-I So Certify
Kit Marshall-I So Certify
Lance Hart – I So Certify

- Public Hearing (None)
- Call to Order

- Welcome/Decorum- Mayor Mark Miller called the meeting to order this 9th day of September 2025 and declared a quorum present.
- Approval of Agenda, Consent Agenda, Meeting Minutes-Mayor Mark Miller asked for a motion. **COUNCILMAN AARON DAVIS made a motion to approve the agenda, consent agenda and minutes as presented. COUNCILWOMAN KIT MARSHALL seconded; motion carried with all ayes.**

Summary:

- The Town Council Meeting began with approval of the previous month's minutes and recognition of Tenda Kinzer's 20-years of service. The Treasurer reported August revenues for G&A of \$101,001 and expenses of \$117,497, noting the town received \$22,001 for personal property tax relief. Water revenue was \$32,005, and sewer expenses were \$74,003. The Sewer I&I Project is 77% complete, and the Lead and Copper Project is 62%. The Police Chief attended meetings and will attend the Southwest Academy board meeting. The Utility Director discussed sewer repair plans and a significant leak. The Town Manager presented the Town Park rental agreement amendment to include food trucks and discussed with council the long standing 16-year bonus contract between the town and DMV staff.

Action Items:

- [X] Mayor Miller asked for approval of the food truck agreement amendment which includes a \$50 fee for hookup to the outlet for each truck with an additional fee of \$25 if that truck needs an additional hookup. **COUNCILWOMAN KIT MARSHALL made a motion approve the updated food truck agreement. COUNCILMAN JASON CASSELL seconded; motion carried with all ayes.**
- [X] DMV bonus agreement. **COUNCILMAN AARON DAVIS made a motion to give the DMV bonus as previously done for the past 16 years with a 90% incentive and only this one time. COUNCILMAN JASON CASSELL seconded; all ayes with the exception of Councilman Buddy Halsey opposing.**

Town Staff Reports and Updates:

- Town Clerk, Kim Farmer, provides a detailed finance report, including disbursement requests and project updates for sewer and lead and copper projects.
- Town Clerk, Kim Farmer, thanked Tenda Kinser for her 20 years of service to the town and thanked Town Manager Kathy Knutson for helping wait on customers while short staffed at the office.
- Police Chief Matthew Adams reports the departments increase in shoplifting cases. Chief Adams attended the Chiefs Conference. Chief Adams also met with Southwest Academy

regarding the police department getting out of the New River Valley Criminal Justice to go with them.

- Utility Director Terry Osborne talks about maintenance needs for various facilities, including the water plant and pump stations.

Food Truck Amendment and Fall Festival Planning

- Town Manager Kathy Knutson presented an amendment to the park agreement for food trucks, based on Town Council request during last committee meeting, which was approved by the council.
- Discussion ensues about potentially purchasing bounce houses for events due to significant savings offered by a rental company.
- Concerns about storage space for the bounce houses are raised.
- The possibility of borrowing the Fire Department's bounce house is considered.

DMV Bonus Proposal and Budget Concerns

- Town Manager Kathy Knutson proposes a partial bonus for DMV staff who missed their target by 10%, explaining the challenges faced during the year.
- Debate occurs that this should not become a regular practice but rather remain a one-time exception.
- The council ultimately agrees to award the partial bonus while maintaining the existing performance criteria.

Exploring Online Meeting Options

- Councilwoman Joan Collins suggests transitioning town meetings to an online format for greater accessibility. Town Manager Knutson stated that she would have in place by next meeting.
- Concerns about sound quality and the need for proper setup are addressed. Microphones can be placed at each desk.
- The council agrees to explore options for streaming meetings online.

Community Events and Website Updates

- Councilwoman Kit Marshall emphasizes the need for more teams to participate in the Privy Races to ensure the event's continuation.

- Michelle Pridgen, Independence Farmers Market provides updates on the Apple Festival, including an apple dessert contest and involvement from local high school students.
- Plans for the final market of the season and upcoming winter markets are outlined.
- Challenges with vendor participation and customer feedback are discussed.
- **COUNCILMAN AARON DAVIS made a motion for Council to go into closed session citing VAFOIA Section 2.2-3711, to discuss personnel and contract negotiation asking the Town Attorney Roger Brooks, and Town Manager Kathy Knutson to stay. COUNCILWOMAN KIT MARSHALL seconded; motion carried with all ayes.**
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Final Discussions and Meeting Adjournment:

Mayor Miller adjourns the meeting.

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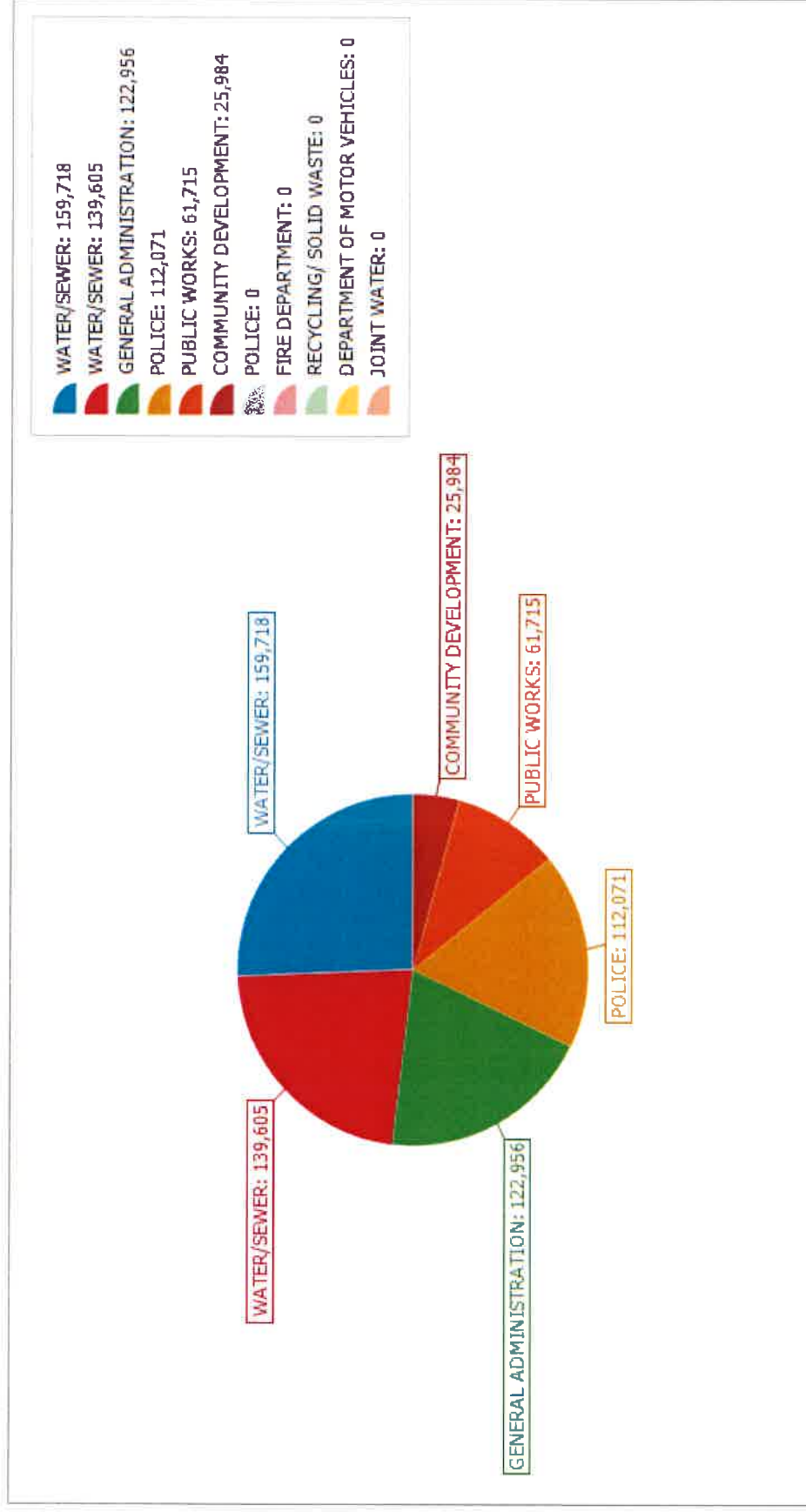
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Check Listing

Date From: 9/1/2025 Date To: 9/30/2025
Vendor Range: 324 RIVERSIDE DRIVE LLC - ZOLLIE WARD

Town of Independence
10/03/2025 04:53 PM

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Check Number	Bank	Vendor	Date	Amount
24334	1	APPALACHIAN POWER	09/09/2025	<u>\$4,982.87</u>
Invoice: 02373416904 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$1,829.85				
30-400-1130		Pioneer Lane		\$1,829.85
Total Distributed:				<u>\$1,829.85</u>
Invoice: 02881530006 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$10.16				
10-550-1122		Anvil Rock Road		\$10.16
Total Distributed:				<u>\$10.16</u>
Invoice: 02782297119 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$201.18				
10-550-1123		Town Office		\$201.18
Total Distributed:				<u>\$201.18</u>
Invoice: 02815149006 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$17.62				
10-550-1122		101 East Main		\$17.62
Total Distributed:				<u>\$17.62</u>
Invoice: 02528253004 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$9.88				
10-550-1122		112 West Main Street		\$9.88
Total Distributed:				<u>\$9.88</u>
Invoice: 02153862814 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$1,863.47				
10-550-1120		PW Shop		\$84.28
10-550-1121		136 East Main		\$99.15
30-400-1120		Cassell Well		\$415.68
30-400-1120		Hall Well		\$9.88
30-400-1120		Parsons Well		\$496.65
30-400-1120		Reeves Well		\$408.09
40-400-1110		Lagoon Shop		\$349.74
Total Distributed:				<u>\$1,863.47</u>
Invoice: 02947295206 Sept 25 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$1,050.71				
10-550-1140		Street Lights		\$1,050.71
Total Distributed:				<u>\$1,050.71</u>
24335	1	ARC3 GASES	09/09/2025	<u>\$23.56</u>
Invoice: 12187733 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$23.56				
10-550-0650		Cylinder Rental		\$23.56
Total Distributed:				<u>\$23.56</u>
24336	1	BLUE RIDGE ANALYTICAL	09/09/2025	<u>\$4,383.00</u>
Invoice: 13362 Inv Date 09/09/2025 Due Date 09/09/2025 Amt: \$4,383.00				
30-400-0800		Testing		\$3,223.00

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Date From: 9/1/2025 Date To: 9/30/2025
Vendor Range: 324 RIVERSIDE DRIVE LLC - ZOLLIE WARD

Town of Independence
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Check Number	Bank	Vendor	Date	Amount
40-400-0800		Testing		\$1,160.00
Total Distributed:				\$4,383.00
24337	1	CINTAS CORP	09/09/2025	\$465.84
Invoice: 13937451 Aug 25		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$465.84
10-550-0250		Uniforms/Rugs		\$107.24
10-550-0903		Uniforms/Rugs		\$144.12
30-400-0250		Uniforms		\$107.24
40-400-0250		Uniforms/Rugs		\$107.24
Total Distributed:				\$465.84
24338	1	CYBERREEF SOLUTIONS	09/09/2025	\$42.50
Invoice: 33664		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$42.50
30-400-1110		Internet Service @ Pioneer Lane		\$42.50
Total Distributed:				\$42.50
24339	1	FOOD CITY	09/09/2025	\$169.83
Invoice: 10100866 Aug 25		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$169.83
10-420-0710		Supplies		\$32.94
10-550-1000		National Night Out		\$57.94
30-400-0700		Water/Cleaning Supplies		\$71.21
40-400-0700		Water/Cleaning Supplies		\$7.74
Total Distributed:				\$169.83
24340	1	GFL ENVIRONMENTAL	09/09/2025	\$200.00
Invoice: 112655		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$200.00
10-550-0801		Dumpster @ Wood Lane		\$200.00
Total Distributed:				\$200.00
24341	1	GRAYSON COUNTY	09/09/2025	\$3,010.41
Invoice: Sept 2025		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$3,010.41
10-350-0100		Oak Hall Rent		\$3,010.41
Total Distributed:				\$3,010.41
24342	1	GREYLOCK ADVISORY GROUP, LTD	09/09/2025	\$2,600.00
Invoice: 5900		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$2,600.00
10-600-1130		Appraisal report for 607 West Main Street		\$2,600.00
Total Distributed:				\$2,600.00
24343	1	HD SUPPLY, INC.	09/09/2025	\$485.57

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Check Number	Bank	Vendor	Date	Amount
Invoice: INV00818326		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$485.57
40-400-0700		GLOVES/GLASSES/SULFURIC ACID		\$485.57
Total Distributed:				\$485.57
24344	1	HOMESTEAD OIL CORPORATION	09/09/2025	\$23.61
Invoice: 1401-46		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$23.61
40-400-0510		Gas/Oil		\$23.61
Total Distributed:				\$23.61
24345	1	INDUSTRIAL FIRE & SAFETY	09/09/2025	\$115.00
Invoice: 21378		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$115.00
10-550-0903		Firs Extinguisher Maint		\$49.00
40-400-0900		Firs Extinguisher Maint		\$66.00
Total Distributed:				\$115.00
24346	1	KIT MARSHALL	09/09/2025	\$384.69
Invoice: 05/13/2025		Inv Date 05/13/2025	Due Date 05/13/2025	Amt: \$384.69
10-310-0000		REIMB FOR WITCH HAZEL & CHAMAECYPA		\$384.69
Invoice: 05/13/2025		Inv Date 05/13/2025	Due Date 09/09/2025	Amt: \$384.69
10-310-0000		REIMB FOR WITCH HAZEL & CHAMAECYPA		\$384.69
Total Distributed:				\$384.69
24347	1	LAURA S WHITT	09/09/2025	\$833.34
Invoice: Sept 25		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$833.34
10-420-0208		Special Events Coordinator		\$833.34
Total Distributed:				\$833.34
24348	1	LOWE'S	09/09/2025	\$3,883.89
Invoice: 99001904525 Sept 25		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$3,883.89
10-550-0915		Wood Splitter		\$3,883.89
Total Distributed:				\$3,883.89
24349	1	NAT'L FLOOD INSURANCE PROGRAM	09/09/2025	\$2,330.00
Invoice: 2028085948 25-26		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$886.00
40-400-0245		Flood Insurance @ WWTP		\$886.00
Total Distributed:				\$886.00
Invoice: 2028085971 25-26		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$1,444.00
40-400-0245		Flood Insurance @ WWTP		\$1,444.00

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Page: 4 of 5

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			Total Distributed:	\$1,444.00
24350	1	NXKEM PRODUCTS	09/09/2025	\$144.55
Invoice: 1146781		Inv Date 05/13/2025	Due Date 05/13/2025	Amt: \$144.55
40-400-0700		WIPES, LUBRICANT		\$144.55
Invoice: 1146781		Inv Date 05/13/2025	Due Date 09/09/2025	Amt: \$144.55
40-400-0700		WIPES, LUBRICANT		\$144.55
			Total Distributed:	\$144.55
24351	1	PORTLAND UTILITIES CONSTRUCTION CO.	09/09/2025	\$139,594.74
Invoice: C-515746		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$139,594.74
40-130-0999		Disbursement #7		\$139,594.74
			Total Distributed:	\$139,594.74
24352	1	PRONETS ONE TECHNOLOGY SOLUTION	09/09/2025	\$955.00
Invoice: 116727		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$955.00
10-420-1070		Website		\$955.00
			Total Distributed:	\$955.00
24353	1	SURRY CHEMICALS, LLC.	09/09/2025	\$2,380.00
Invoice: 67415		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$1,190.00
40-400-0600		Caustic Soda		\$1,190.00
			Total Distributed:	\$1,190.00
Invoice: 70324		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$1,190.00
40-400-0600		Caustic Soda		\$1,190.00
			Total Distributed:	\$1,190.00
24354	1	THE LAW OFFICE	09/09/2025	\$700.00
Invoice: September 2025		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$700.00
10-420-0150		Council Meeting		\$700.00
			Total Distributed:	\$700.00
24355	1	TOWN OF INDEPENDENCE	09/09/2025	\$300.00
Invoice: 09/09/2025		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$300.00
10-101-0100		Replish		\$300.00
			Total Distributed:	\$300.00
24356	1	VA/CAROLINA WATER AUTHORITY	09/09/2025	\$16,155.88
Invoice: 343		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$16,155.88
30-400-1060		August Water Usage		\$16,155.88
			Total Distributed:	\$16,155.88

Check Listing

Date From: 9/1/2025 Date To: 9/30/2025
Vendor Range: 324 RIVERSIDE DRIVE LLC - ZOLLIE WARD

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Check Number	Bank	Vendor	Date	Amount
24357	1	VIRGINIA UTILITY PROTECTION SERVICE, INC.	09/09/2025	\$4.80
Invoice: 082025-00524		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$4.80
30-400-0800		4 Transmissions		\$2.40
40-400-0800		4 Transmissions		\$2.40
Total Distributed:				\$4.80
24358	1	WEX BANK	09/09/2025	\$1,847.01
Invoice: 107284614		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$1,847.01
10-510-0510		Gas Card		\$799.16
10-550-0510		Gas Card		\$292.51
30-400-0510		Gas Card		\$175.51
40-400-0510		Gas Card		\$579.83
Total Distributed:				\$1,847.01
24359	1	KIT MARSHALL	09/09/2025	\$53.70
Invoice: 93561		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$53.70
10-600-0310		Reimb Lowe's		\$53.70
Total Distributed:				\$53.70
24360	1	GFL ENVIRONMENTAL	09/09/2025	\$6,063.72
Invoice: 112574		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$6,063.72
10-550-0801		Solid Waste Pickup		\$6,063.72
Total Distributed:				\$6,063.72
24361	1	POSTMASTER	09/09/2025	\$235.87
Invoice: 671388723		Inv Date 09/09/2025	Due Date 09/09/2025	Amt: \$235.87
30-400-0760		Water/Sewer bills		\$117.94
40-400-0760		Water/Sewer bills		\$117.93
Total Distributed:				\$235.87
28	Checks Totaling -			\$192,369.38

Totals By Fund

	Checks	Voids	Total
10	\$21,964.20		\$21,964.20
30	\$23,055.83		\$23,055.83
40	\$147,349.35		\$147,349.35
Totals:	\$192,369.38		\$192,369.38

Monthly Department Activity Totals

Month: September Year: 2025

Total Milage: 3049 # Of vehicles stopped Traffic: 6

Of Shifts 48 Check Points: 0

General	
Open Business Checks	132
Closed Business Checks	212
Welfare Checks	5
Funerals	5
Bank Escorts	0
Motorist Assist	6
Directive patrols	252
Community Engagement	9
Vehicle Unlocks	7
Alarms	2
Magistrate Assist	2
Calls For Service (Total)	194
Warrants	
Warrants Obtained	5
Warrants Served	6
Citations	
Traffic Summons	4
Parking Tickets	2
Warnings -Traffic	6
Investigations	
Domestic Complaints	1
Traffic Accident	4
Follow-up	28
Shop Lifting	5
Larceny	3
Other Criminal	7
Emergency Orders	
ECO	0
TDO	0
Protective Orders	3

Arrests	
DUI	0
Intoxicated in public	0
Criminal Arrests - Non Traffic	3
Criminal Arrest -Traffic stop	1
Juvenile Petitions	0
Criminal Summons	2
Assistance	
Assist Fire Department	3
Assist Rescue	1
Assist Sheriff's Office	10
Assist Other LEO	2
Assist DSS	0
Assist Public Works	5
Special Duty	
School Traffic	37
Court - On Duty	3
Court - Off Duty	0
Prisoner Transport	0
Training/ Instruction	7
Town Code Enforcement	5
Special Events	4
Meeting	8
Street Lights	2
Other	22
Vehicle Maintenance	5

UTILITY DIRECTOR REPORT

PROJECT SUMMARY

REPORT DATE	PREPARED FOR	PREPARED BY
Date 10/07/2025	October Meeting	Terry Osborne

STATUS SUMMARY

June, Cutoffs/Reconnects – 4
 New Service – 1
 Re-reads - 14
 Water Line Repairs – 0
 Sewer Line Repairs - 1

PROJECT OVERVIEW

TASK	% DONE	DUE DATE	NOTES	
Town Park Improvements	80%	10/30	Work To Be Done , Put up new Sign, Put gravel around new building ramp, Install Caps on Rafters	
Use Jetter to unstop line	50%	TBD	Clean line as needed.	
Parts Inventory	25%	10/30	Creating Updated Meter/Riser/Pipe Inventory Equipment Service books	
Well house leak repairs	50%	10/30	Repair small leak at Reeves Well. Replace new injector	
Air Leak Repair	50%	TBD	Quote from Boggs for phase 2 \$154,340.00 leak getting worse. Working With new vender to price Blower Changes We have another Engineer working on the air leaks and plant	
Check For Leaks	95%	10/30	Check areas daily	
Meter Replacement	0%	10/30	4 Inch Meter to be installed, 2" meter to install will have to cut water off Also the vault is deep and old piping	
Replace Meters	80%	10/30	Change out 3 Large Meters. Confined space on part	
Town Park	70%	11/24	move water line at retaining wall	
Valve Work	70%	10/30	Exercise, paint lids, Cleanout valve boxes	
Hydrant Work	50%	10/30	Install New Hydrants, Flow & Exercise Hydrants , Mark Valves and paint	
Meters	50%	10/30	Install new Meter Heads for low battery issues 8 of them.	

JUNE WORK HOURS & PROJECTS

AREA	HOURS	NOTES
Grounds Maintenance	173	Town Trash Collection, Shop Road, Mow and Weed eat, Clean up debris Clen offices Water Plants.
Water & Sewer	137	Jett Out drain Line Check Meters, Cut on/Cut Offs, Replace Meters, Customer Assists ,20 Replaced O ,Assist WTP with Weekly Projects Read Meters And Vaults.
Town Park	20	Put on new end caps on rafters. Electricians working on new hook ups.Complete Fix road. Mow

Preventative Maintenance	45	811 Markings, Locate Manholes, , Street Signs start installing, Grease Equipment, 9 Locates, Work at The Shop, Repair Backhoe Leaking Fluid

RISK AND ISSUE HISTORY

ISSUE	ACTION	DATE
Sewer Line Contractor	Assist contractor will be adding more to the project. They should be re mobilized soon. Permit in place	October
Lead and Copper Project	Submitted To VDH Has been Approved. No new requirements at this time. Waiting on Lane Paperwork	October
Tank Inspection Getting 2 nd Quote	Took to Infrastructure Committee for further discussion	October
Town Park Market Building - most of the pegs have been tightened up, water appears to be leaching on ends of roof rafters	We have end caps to be installed on the ends of the roof rafters . we have one side finished and bottom on the other side, Will have to rent a high lift	October

WATER METRICS

TOPIC	MONTHLY VALUE
Water System Gallons Billed for Month	4,800,022
Water System Gallons Pumped – Wells	123,752
TOI Water system gallons pumped – VCWA	6,260,000
Total VCWA Gallons Pumped	16,845,000
Unaccountability Gallons	1,583,730
Unaccountability August	54%
Unaccountability September	25%

SEWER METRICS

TOPIC	MONTHLY VALUE
TSS	97.3 %
BOD	98.0 %
Ammonia	N/A
Gallons of Wasted Sludge	84,000
Gallons of Pressed Sludge	64,000
Tons of Sludge to Landfill	14.35 Tons
Gallons Treated	7,027,000
Monthly Rain	2.63

Budget vs Actual

Town of Independence
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Period Ending 9/30/2025

10 GENERAL								
Description		Budget	MTD		QTD	YTD	Variance	Percent
Revenues								
10-300-0100	Real Estate Tax-Current	112,000	0.00		117.00	117.00	(111,883.00)	0%
10-300-0105	ProRated Real Estate Tax	1,000	434.70		478.20	478.20	(521.80)	48%
10-300-0110	Delinquent Real Estate Tax	3,000	420.41		564.71	564.71	(2,435.29)	19%
10-300-0200	Personal Property Tax-Current	84,000	0.00		3.01	3.01	(83,996.99)	0%
10-300-0205	PP Tax Relief	22,133	0.00		22,133.44	22,133.44	0.44	100%
10-300-0210	Delinquent Pers.Prop Tax	500	0.00		9.31	9.31	(490.69)	2%
10-300-0225	OAK HALL Tax per Lease	1,500	0.00		0.00	0.00	(1,500.00)	
10-301-0100	Tax Penalties	1,000	48.33		80.50	80.50	(919.50)	8%
10-301-0200	Tax Interest	750	34.90		52.08	52.08	(697.92)	7%
10-320-0100	Business License	62,000	669.80		18,351.95	18,351.95	(43,648.05)	30%
10-320-0110	Delinquent Business License	0	47.98		130.90	130.90	130.90	
10-320-0115	BUSINESS LICENSE PENALTY	150	75.30		133.05	133.05	(16.95)	89%
10-320-0200	Bank Stock Tax	85,000	0.00		0.00	0.00	(85,000.00)	
10-320-0300	Meals Tax	232,452	13,591.31		50,204.29	50,204.29	(182,247.71)	22%
10-320-0400	Lodging Tax	30,340	2,798.94		7,770.20	7,770.20	(22,569.80)	26%
10-320-0600	Auto Decals	7,000	0.00		45.00	45.00	(6,955.00)	1%
10-330-0100	Sales Tax	21,000	6,089.33		8,717.94	8,717.94	(12,282.06)	42%
10-330-0200	Consumer Utility Tax	58,000	4,619.49		13,696.67	13,696.67	(44,303.33)	24%
10-330-0300	Returned Checks & Fees	0	(72.00)		(59.00)	(59.00)	(59.00)	
10-330-0400	Service Fee	1,800	3,827.75		5,038.44	5,038.44	3,238.44	280%
10-330-0500	Town Park Pavilion Rent	0	0.00		160.00	160.00	160.00	
10-340-0100	Fines And Cost	2,000	77.00		241.79	241.79	(1,758.21)	12%
10-340-0200	DCJS-599 Funding Revenue	28,000	0.00		7,375.00	7,375.00	(20,625.00)	26%
10-350-0000	Miscellaneous	1,131	2,143.74		7,143.74	7,143.74	6,012.74	632%
10-350-0100	Oak Hall Rent	36,125	3,010.42		9,031.26	9,031.26	(27,093.74)	25%
10-350-0104	ProClad Rent	0	2,500.00		2,500.00	2,500.00	2,500.00	
10-350-1001	Local Fire Department Contribution (debt service)	0	(242.00)		(726.00)	(726.00)	(726.00)	

Budget vs Actual

Town of Independence
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Period Ending 9/30/2025

10 GENERAL									
Description	Budget	MTD	QTD	YTD	Variance	Percent			
10-350-1002 Vendor Income for Events	0	0.00	200.00	200.00	200.00				
10-360-0000 DMV Revenue	243,543	24,280.16	73,987.21	73,987.21	(169,555.79)	30%			
10-375-0000 Trash Collection Fee	19,800	1,828.58	5,262.97	5,262.97	(14,537.03)	27%			
10-380-0000 Interest Income	25,000	2,415.80	7,419.37	7,419.37	(17,580.63)	30%			
Revenues Totals:	1,079,224	68,599.94	240,063.03	240,063.03	(839,160.97)	22%			
Expenses									
10-420-0100 Mayor/Council Compensation	7,000	583.66	1,750.98	1,750.98	5,249.02	25%			
10-420-0150 Town Attorney Compensation	8,400	700.00	2,100.00	2,100.00	6,300.00	25%			
10-420-0201 Manager Compensation	51,912	3,803.10	13,255.46	13,255.46	38,656.54	26%			
10-420-0203 Town Clerk Compensation	48,863	6,637.84	15,910.99	15,910.99	32,952.01	33%			
10-420-0204 Team Member Compensation	0	14,493.63	14,493.63	14,493.63	(14,493.63)				
10-420-0205 All Other Clerks Compensation	102,231	7,765.19	27,584.81	27,584.81	74,646.19	27%			
10-420-0208 Special Events Coordinator Compensation	10,000	833.34	2,500.02	2,500.02	7,499.98	25%			
10-420-0210 FICA	15,000	2,546.19	5,584.19	5,584.19	9,415.81	37%			
10-420-0220 Unemployment Tax	40	0.00	15.95	15.95	24.05	40%			
10-420-0230 Medical Insurance	50,000	165.46	11,244.84	11,244.84	38,755.16	22%			
10-420-0235 Life & Accident Insurance	600	0.00	0.00	0.00	600.00				
10-420-0240 Workers Comp	155	0.00	25.00	25.00	130.00	16%			
10-420-0245 Insurance	3,568	0.00	3,270.72	3,270.72	297.28	92%			
10-420-0250 Employment Development	1,000	0.00	280.52	280.52	719.48	28%			
10-420-0260 Retirement	26,000	2,707.14	8,044.31	8,044.31	17,955.69	31%			
10-420-0275 Contract Labor	3,000	0.00	0.00	0.00	3,000.00				
10-420-0305 Legal Publications	660	0.00	0.00	0.00	660.00				
10-420-0400 Audit	12,000	0.00	3,333.34	3,333.34	8,666.66	28%			
10-420-0600 Postage	1,000	(7.60)	(8.34)	(8.34)	1,008.34	-1%			
10-420-0650 Postage BZA, PC, Etc	100	0.00	0.00	0.00	100.00				
10-420-0700 Bank Card Charges	1,700	295.02	1,013.44	1,013.44	686.56	60%			
10-420-0710 Office Supplies	10,000	32.94	619.62	619.62	9,380.38	6%			

Budget vs Actual

Town of Independence
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Period Ending 9/30/2025

10 GENERAL									
Description	Budget	MTD	QTD	YTD	Variance	Percent			
10-420-0910 Software Maintenance	6,300	0.00	6,209.00	6,209.00	91.00	99%			
10-420-1000 Miscellaneous	8,000	0.00	1,295.03	1,295.03	6,704.97	16%			
10-420-1070 Website	1,080	955.00	1,206.00	1,206.00	(126.00)	112%			
10-420-1080 Advertisement	2,000	0.00	244.65	244.65	1,755.35	12%			
10-420-1110 Telephone	6,000	149.49	900.67	900.67	5,099.33	15%			
10-420-1111 DMV CC Machine	924	0.00	136.92	136.92	787.08	15%			
10-420-1131 E-mail Hosting	500	0.00	0.00	0.00	500.00				
10-420-1132 IT Services	1,500	0.00	914.00	914.00	586.00	61%			
10-420-1300 Dues & Subscriptions	1,800	0.00	1,030.28	1,030.28	769.72	57%			
GENERAL ADMINISTRATION Totals:	381,333	41,660.40	122,956.03	122,956.03	258,376.97	32%			
10-510-0100 Mayor/Council Compensation	7,000	583.31	1,749.93	1,749.93	5,250.07	25%			
10-510-0201 Manager Compensation	8,000	633.86	2,209.28	2,209.28	5,790.72	28%			
10-510-0202 Chief Compensation	61,882	4,720.58	16,453.28	16,453.28	45,428.72	27%			
10-510-0203 Town Clerk Compensation	3,490	1,719.92	2,382.29	2,382.29	1,107.71	68%			
10-510-0204 Team Member Compensation	128,116	8,845.16	30,515.00	30,515.00	97,601.00	24%			
10-510-0210 FICA	15,000	1,250.53	4,042.37	4,042.37	10,957.63	27%			
10-510-0220 Unemployment Tax	40	0.00	15.95	15.95	24.05	40%			
10-510-0230 Medical Insurance	35,000	60.10	8,298.00	8,298.00	26,702.00	24%			
10-510-0235 Life & Accident Insurance	500	0.00	0.00	0.00	500.00				
10-510-0240 Workers Compensation	5,000	0.00	4,156.00	4,156.00	844.00	83%			
10-510-0245 Insurance	5,500	0.00	3,601.64	3,601.64	1,898.36	65%			
10-510-0250 Employee Development	8,000	0.00	3,773.97	3,773.97	4,226.03	47%			
10-510-0260 Retirement	24,000	2,356.07	6,999.59	6,999.59	17,000.41	29%			
10-510-0261 VRS-LODA	5,970	0.00	5,075.00	5,075.00	895.00	85%			
10-510-0275 Contract Labor	6,000	0.00	0.00	0.00	6,000.00				
10-510-0290 Police Policy & Procedure Manual	14,400	0.00	14,382.50	14,382.50	17.50	100%			
10-510-0450 Safety	3,000	0.00	0.00	0.00	3,000.00				
10-510-0510 Fuel	8,000	799.16	1,518.78	1,518.78	6,481.22	19%			

Budget vs Actual

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Period Ending 9/30/2025

10 GENERAL									
Description	Budget	MTD	QTD	YTD	Variance	Percent			
10-510-0520 Auto Repairs	3,000	0.00	0.00	0.00	3,000.00				
10-510-0600 Postage	250	20.96	62.32	62.32	187.68	25%			
10-510-0710 Office Supplies	1,500	0.00	29.69	29.69	1,470.31	2%			
10-510-0711 Polica PAC Software Maint.	6,100	0.00	3,390.00	3,390.00	2,710.00	56%			
10-510-0720 Police Supplies	6,000	0.00	1,526.20	1,526.20	4,473.80	25%			
10-510-1000 Miscellaneous	1,500	0.00	112.95	112.95	1,387.05	8%			
10-510-1120 PD Phone	3,500	109.49	662.63	662.63	2,837.37	19%			
10-510-1130 Usable	3,000	0.00	0.00	0.00	3,000.00				
10-510-1131 E-mail Hosting	375	0.00	0.00	0.00	375.00				
10-510-1132 IT Services	1,000	0.00	914.00	914.00	86.00	91%			
10-510-1300 Dues & Subscriptions	500	0.00	200.00	200.00	300.00	40%			
POLICE Totals:	365,623	21,099.14	112,071.37	112,071.37	253,551.63	31%			
10-550-0100 Mayor/Council Compensation	7,000	583.31	1,749.93	1,749.93	5,250.07	25%			
10-550-0201 Manager Compensation	8,000	633.86	2,209.28	2,209.28	5,790.72	28%			
10-550-0203 Town Clerk Compensation	3,490	266.50	928.87	928.87	2,561.13	27%			
10-550-0204 Team Member Compensation	17,510	799.37	2,948.64	2,948.64	14,561.36	17%			
10-550-0206 Utility Director Compensation	8,878	678.98	2,366.54	2,366.54	6,511.46	27%			
10-550-0210 FICA	3,500	226.61	780.63	780.63	2,719.37	22%			
10-550-0220 Unemployment Tax	40	0.00	0.00	0.00	40.00				
10-550-0230 Medical Insurance	8,000	11.18	1,300.37	1,300.37	6,699.63	16%			
10-550-0235 Life & Accident Insurance	100	0.00	0.00	0.00	100.00				
10-550-0240 Workers Compensation	1,000	0.00	900.00	900.00	100.00	90%			
10-550-0245 Insurance	5,500	0.00	4,755.50	4,755.50	744.50	86%			
10-550-0250 Employee Development	5,500	107.24	433.88	433.88	5,066.12	8%			
10-550-0260 Retirement	5,000	424.03	1,260.24	1,260.24	3,739.76	25%			
10-550-0450 Safety	1,500	0.00	0.00	0.00	1,500.00				
10-550-0510 Fuel	7,000	292.51	1,347.86	1,347.86	5,652.14	19%			
10-550-0520 Auto Repairs	5,000	0.00	0.00	0.00	5,000.00				
10-550-0650 Materials And Supplies	10,000	23.56	633.46	633.46	9,366.54	6%			

Budget vs Actual

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Period Ending 9/30/2025

10 GENERAL									
Description	Budget	MTD	QTD	YTD	Variance	Percent			
10-550-0740 Signs	1,500	0.00	0.00	0.00	1,500.00				
10-550-0750 Small Tools	1,500	0.00	147.97	147.97	1,352.03	10%			
10-550-0760 Mower	1,500	0.00	0.00	0.00	1,500.00				
10-550-0800 Contract Services	5,000	0.00	420.46	420.46	4,579.54	8%			
10-550-0801 Contract Services-Solid Waste	73,000	6,263.72	18,793.16	18,793.16	54,206.84	26%			
10-550-0802 Contract Services-Ground Maintenance	5,000	0.00	0.00	0.00	5,000.00				
10-550-0850 Safety	800	0.00	0.00	0.00	800.00				
10-550-0900 Repairs & Maintenance	2,500	0.00	1,180.94	1,180.94	1,319.06	47%			
10-550-0901 Repairs & Maintenance-136 East Main Street	4,500	0.00	289.75	289.75	4,210.25	6%			
10-550-0902 Repairs & Maintenance-Town Lots	1,000	0.00	0.00	0.00	1,000.00				
10-550-0903 Repairs & Maintenance-317 East Main Street	5,000	47.83	613.07	613.07	4,386.93	12%			
10-550-0904 Repairs & Maintenance-Oak Hall	5,000	0.00	0.00	0.00	5,000.00				
10-550-0910 Paving Maintenance	2,000	0.00	0.00	0.00	2,000.00				
10-550-0915 Hurricane Helene Expense	0	3,883.89	13,813.89	13,813.89	(13,813.89)				
10-550-0920 Sidewalk Maintenance	5,000	0.00	0.00	0.00	5,000.00				
10-550-1000 Miscellaneous	1,000	57.94	57.94	57.94	942.06	6%			
10-550-1110 Telephone	4,000	109.49	794.17	794.17	3,205.83	20%			
10-550-1120 Electric Public Works Building	2,500	84.28	180.06	180.06	2,319.94	7%			
10-550-1121 Electric 136 East Main Street	2,500	99.15	242.65	242.65	2,257.35	10%			
10-550-1122 Electric Town Lots	1,000	37.66	65.40	65.40	934.60	7%			
10-550-1123 Electric-317 East Main Street	4,000	201.18	480.69	480.69	3,519.31	12%			
10-550-1130 LP Gas	6,000	0.00	0.00	0.00	6,000.00				
10-550-1131 E-mail Hosting	350	0.00	0.00	0.00	350.00				
10-550-1132 IT Services	500	0.00	914.00	914.00	(414.00)	183%			
10-550-1140 Street Lights	15,000	1,050.71	2,105.59	2,105.59	12,894.41	14%			

Budget vs Actual

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PUBLIC WORKS Totals:		247,168	15,883.00	61,714.94	61,714.94	185,453.06	25%
10-600-0101 Volunteer Fire Department		15,000	0.00	15,000.00	15,000.00	0.00	100%
10-600-0102 Volunteer Rescue Squad		15,000	0.00	0.00	0.00	15,000.00	
10-600-0200 Town Events		30,000	0.00	3,863.66	3,863.66	26,136.34	13%
10-600-0230 Holiday Decorations		500	0.00	0.00	0.00	500.00	
10-600-0310 Beautification		3,500	53.70	53.70	53.70	3,446.30	2%
10-600-0410 Chamber Of Commerce		350	0.00	0.00	0.00	350.00	
10-600-0510 Making Grayson Glow		3,600	300.00	900.00	900.00	2,700.00	25%
10-600-0600 Independence Cares		2,500	0.00	0.00	0.00	2,500.00	
10-600-0800 Family Resource Center		1,000	0.00	0.00	0.00	1,000.00	
10-600-1000 Miscellaneous		1,000	0.00	0.00	0.00	1,000.00	
10-600-1010 Library		3,500	0.00	0.00	0.00	3,500.00	
10-600-1030 Arts Council		100	0.00	0.00	0.00	100.00	
10-600-1040 Courthouse		5,000	0.00	0.00	0.00	5,000.00	
10-600-1130 OAK HALL MISC EXPENSES		0	2,600.00	2,600.00	2,600.00	(2,600.00)	
10-600-7050 Independence Town Park/Farmer's Market		500	0.00	36.97	36.97	463.03	7%
10-600-7200 IVFD Retirement Supp		3,000	0.00	3,000.00	3,000.00	0.00	100%
10-600-7300 VML Dues		550	0.00	530.00	530.00	20.00	96%
COMMUNITY DEVELOPMENT Totals:		85,100	2,953.70	25,984.33	25,984.33	59,115.67	31%
Expenses Totals:	1,079,224		81,596.24	322,726.67	322,726.67	756,497.33	30%
10 GENERAL Revenues Over/(Under) Expenses:			(12,996.30)	(82,663.64)	(82,663.64)		

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Period Ending 9/30/2025

30 WATER													
Description		Budget	MTD		QTD	YTD	Variance	Percent					
Revenues													
30-300-0000	Water Revenue Town	372,000	29,008.21	94,257.01	94,257.01	(277,742.99)	25%						
30-300-0050	Prison Water Revenue	166,000	28,949.77	56,064.56	56,064.56	(109,935.44)	34%						
30-300-0100	Water Connection Fees	2,000	0.00	0.00	0.00	(2,000.00)							
30-300-0300	Reconnection Fees	2,500	80.00	260.00	260.00	(2,240.00)	10%						
30-300-0400	Penalty Revenue	8,000	1,205.53	4,451.66	4,451.66	(3,548.34)	56%						
30-300-0510	Prison Base Part 2	215,000	17,100.00	56,628.00	56,628.00	(158,372.00)	26%						
30-300-0600	Water Revenue VCWA Labor	14,000	9,381.50	11,223.00	11,223.00	(2,777.00)	80%						
30-350-1010	ARPA Funds/FEMA Reimb	187,500	3,498.00	3,498.00	3,498.00	(184,002.00)	2%						
30-380-0000	Interest Income	0	3.35	3.35	3.35	3.35							
30-380-0100	Interest On Notes Receivable	22,104	0.00	0.00	0.00	(22,104.00)							
30-380-0700	Miscellaneous Revenues	0	135.00	535.00	535.00	535.00							
Revenues Totals:		989,104	89,361.36	226,920.58	226,920.58	(762,183.42)	23%						
Expenses													
30-400-0100	Mayor/Council Compensation	7,000	583.31	1,749.93	1,749.93	5,250.07	25%						
30-400-0201	Manager Compensation	8,000	633.86	2,209.28	2,209.28	5,790.72	28%						
30-400-0203	Town Clerk Compensation	6,982	1,986.42	3,311.16	3,311.16	3,670.84	47%						
30-400-0204	Team Member Compensation	96,513	6,063.13	22,484.99	22,484.99	74,028.01	23%						
30-400-0205	All Other Clerk Compensation	21,907	1,664.10	5,911.68	5,911.68	15,995.32	27%						
30-400-0206	Utility Director Compensation	44,390	3,394.88	11,832.64	11,832.64	32,557.36	27%						
30-400-0210	FICA	13,759	1,095.93	3,633.79	3,633.79	10,125.21	26%						
30-400-0220	Unemployment Tax	40	0.00	0.00	0.00	40.00							
30-400-0230	Medical Insurance	35,768	0.00	8,169.66	8,169.66	27,598.34	23%						
30-400-0235	Life & Accident Insurance	400	0.00	0.00	0.00	400.00							
30-400-0240	Workers Compensation	5,000	0.00	4,800.00	4,800.00	200.00	96%						
30-400-0245	Insurance	8,000	0.00	5,766.54	5,766.54	2,233.46	72%						
30-400-0250	Employee Development	4,000	107.24	241.29	241.29	3,758.71	6%						
30-400-0260	Retirement	28,000	2,242.45	6,649.65	6,649.65	21,350.35	24%						
30-400-0400	Audit	6,500	0.00	3,333.34	3,333.34	3,166.66	51%						

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30 WATER		Budget	MTD	QTD	YTD	Variance	Percent
Description							
30-400-0450 Safety	500	0.00	0.00	0.00	0.00	500.00	
30-400-0510 Fuel	5,000	175.51	677.32	677.32	677.32	4,322.68	14%
30-400-0520 Auto Repairs	1,500	0.00	28.83	28.83	28.83	1,471.17	2%
30-400-0700 Materials & Supplies	40,000	71.21	9,849.96	9,849.96	9,849.96	30,150.04	25%
30-400-0710 Office Supplies	1,000	46.33	172.67	172.67	172.67	827.33	17%
30-400-0760 Postage	2,000	117.94	376.58	376.58	376.58	1,623.42	19%
30-400-0800 Contracted Services	6,000	3,225.40	3,225.40	3,225.40	3,225.40	2,774.60	54%
30-400-0900 Repairs & Maintenance	6,260	0.00	0.00	0.00	0.00	6,260.00	
30-400-0901 Backhoe Repair 50%	1,000	0.00	0.00	0.00	0.00	1,000.00	
30-400-0902 Tank Maintenanace	10,000	0.00	0.00	0.00	0.00	10,000.00	
30-400-0910 Software Maintenance	500	0.00	0.00	0.00	0.00	500.00	
30-400-1000 Miscellaneous	1,800	0.00	0.00	0.00	0.00	1,800.00	
30-400-1001 Permits	7,000	0.00	1,680.00	1,680.00	1,680.00	5,320.00	24%
30-400-1060 VCWA Water Purchase	227,230	16,155.88	35,474.86	35,474.86	35,474.86	191,755.14	16%
30-400-1080 Advertisement	300	0.00	0.00	0.00	0.00	300.00	
30-400-1110 Telephone	6,500	151.99	1,115.95	1,115.95	1,115.95	5,384.05	17%
30-400-1120 Electric	5,500	1,330.30	1,615.34	1,615.34	1,615.34	3,884.66	29%
30-400-1130 Electric For Pioneer Lane	20,000	1,829.85	3,972.10	3,972.10	3,972.10	16,027.90	20%
30-400-1131 E-mail Hosting	500	0.00	0.00	0.00	0.00	500.00	
30-400-1132 IT Services	2,000	0.00	914.00	914.00	914.00	1,086.00	46%
30-400-1200 Water Sample Analysis	1,500	0.00	0.00	0.00	0.00	1,500.00	
30-400-1300 Dues & Subscriptions	2,000	0.00	407.80	407.80	407.80	1,592.20	20%
30-400-2010 CAP X Moore Street Repair	250,000	0.00	0.00	0.00	0.00	250,000.00	
30-400-2020 Short Lived Asset Replacement	29,755	0.00	0.00	0.00	0.00	29,755.00	
30-400-6010 Debit Retirement VRA	75,000	0.00	0.00	0.00	0.00	75,000.00	
WATER/SEWER Totals:	989,104	40,875.73	139,604.76	139,604.76	139,604.76	849,499.24	14%
Expenses Totals:	989,104	40,875.73	139,604.76	139,604.76	139,604.76	849,499.24	14%
30 WATER Revenues Over/(Under) Expenses:		48,485.63	87,315.82	87,315.82	87,315.82		

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40 SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
40-300-0000 Sewer Revenue Town	442,360	32,583.12	100,280.12	100,280.12	(342,079.88)	23%	
40-300-0400 Prison Usage	344,250	41,266.70	119,652.93	119,652.93	(224,597.07)	35%	
40-300-0410 Prison New Debt	88,572	7,381.00	22,143.00	22,143.00	(66,429.00)	25%	
40-350-0000 Miscellaneous Sewer Income	10,000	713.88	713.88	713.88	(9,286.12)	7%	
40-380-0100 Interest Income	0	700.58	2,156.78	2,156.78	2,156.78		
Revenues Totals:	885,182	82,645.28	244,946.71	244,946.71	(640,235.29)	28%	
Expenses							
40-400-0100 Mayor/Council Compensation	7,000	583.31	1,749.93	1,749.93	5,250.07	25%	
40-400-0201 Manager Compensation	8,000	633.86	2,209.28	2,209.28	5,790.72	28%	
40-400-0203 Town Clerk Compensation	6,982	533.00	1,857.74	1,857.74	5,124.26	27%	
40-400-0204 Team Member Compensation	208,329	15,309.31	51,684.36	51,684.36	156,644.64	25%	
40-400-0205 All Other Clerks Compensation	21,140	1,664.10	5,911.68	5,911.68	15,228.32	28%	
40-400-0206 Utility Director Compensation	35,513	2,715.92	9,466.16	9,466.16	26,046.84	27%	
40-400-0210 FICA	21,404	1,633.52	5,555.38	5,555.38	15,848.62	26%	
40-400-0220 Unemployment Tax	40	0.00	0.00	0.00	40.00		
40-400-0230 Medical Insurance	55,000	127.39	13,298.71	13,298.71	41,701.29	24%	
40-400-0235 Life & Accident Insurance	1,000	0.00	0.00	0.00	1,000.00		
40-400-0240 Workers Compensation	3,000	0.00	1,900.00	1,900.00	1,100.00	63%	
40-400-0245 Insurance	14,500	2,330.00	9,821.92	9,821.92	4,678.08	68%	
40-400-0250 Employee Development	5,000	107.24	366.39	366.39	4,633.61	7%	
40-400-0260 Retirement	30,000	3,051.25	9,082.20	9,082.20	20,917.80	30%	
40-400-0300 Legal Services	1,000	0.00	0.00	0.00	1,000.00		
40-400-0400 Audit	7,000	0.00	3,333.32	3,333.32	3,666.68	48%	
40-400-0450 Safety	1,500	0.00	0.00	0.00	1,500.00		
40-400-0510 Fuel	8,000	603.44	1,134.99	1,134.99	6,865.01	14%	
40-400-0520 Auto Repairs	2,000	0.00	20.00	20.00	1,980.00	1%	
40-400-0600 Chemical @ WWTP	58,000	2,380.00	8,870.75	8,870.75	49,129.25	15%	
40-400-0605 Excessive Waste Water	5,000	0.00	0.00	0.00	5,000.00		

Budget vs Actual

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40 SEWER								
Description		Budget	MTD		QTD	YTD	Variance	Percent
Treatment								
40-400-0700 Materials & Supplies		50,000	493.31		8,829.96	8,829.96	41,170.04	18%
40-400-0710 Office Supplies		1,500	0.00		0.00	0.00	1,500.00	
40-400-0750 Small Tools		1,500	0.00		0.00	0.00	1,500.00	
40-400-0760 Postage		2,000	117.93		376.56	376.56	1,623.44	19%
40-400-0800 Contracted Services		37,500	1,162.40		1,162.40	1,162.40	36,337.60	3%
40-400-0850 Engineering Projects		35,000	0.00		2,011.40	2,011.40	32,988.60	6%
40-400-0900 Repairs & Maintenance		20,000	66.00		6,499.78	6,499.78	13,500.22	32%
40-400-0901 Backhoe Repair 50%		1,000	0.00		0.00	0.00	1,000.00	
40-400-1000 Miscellaneous		2,000	0.00		(100.00)	(100.00)	2,100.00	-5%
40-400-1001 Permits		500	0.00		0.00	0.00	500.00	
40-400-1110 Electric		85,000	349.74		12,318.65	12,318.65	72,681.35	14%
40-400-1120 Telephone		12,000	229.49		1,434.48	1,434.48	10,565.52	12%
40-400-1131 E-mail Hosting		650	0.00		0.00	0.00	650.00	
40-400-1132 IT Services		1,500	0.00		914.00	914.00	586.00	61%
40-400-1300 Dues & Subscriptions		2,000	0.00		7.80	7.80	1,992.20	0%
40-400-2010 Advertising		500	0.00		0.00	0.00	500.00	
40-400-3050 Prison RD Debt Pymt		88,572	0.00		0.00	0.00	88,572.00	
40-400-3070 VRA-WWTP Upgrade		44,552	0.00		0.00	0.00	44,552.00	
WATER/SEWER Totals:		885,182	34,091.21		159,717.84	159,717.84	725,464.16	18%
Expenses Totals:		885,182	34,091.21		159,717.84	159,717.84	725,464.16	18%
40 SEWER Revenues Over/(Under) Expenses:			48,554.07		85,228.87	85,228.87		