



Town of Farmville

Town Council

February 11, 2026 at 6:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Invocation**
4. **Pledge of Allegiance**
5. **Adoption of Agenda**
6. **Declaration of Personal Interest**
7. **Introduction of Farmville Police Department New Officers**
8. **Presentation on FY2026-2027 Projected Revenues**
9. **Public Comment Period**
10. **Consent Agenda**
 - a. Draft Minutes of the 2026-01-07 Work Session, 2026-01-14 Regular Council Meeting, and 2026-01-21 Town Council Special Meeting
11. **Finance Report**
 - a. January 2026 Finance Report
12. **Old Business**
 - a. Discussion: Proposed Pay Plan
Request Adoption of Resolution No. 2026-02-02 Authorizing the Transfer of Funds from the Wastewater Treatment Plant Contingency Fund to Cover the Cost of the High Street Sewer Pump Station Engineering Study in an Amount of \$81,261
 - b. Request Adoption of Resolution No. 2026-02-01 Authorizing the Transfer of Funds from the Water Contingency Fund in an Amount NTE \$60,000, for the Purchase of a Backwash Pump and Authorizing the Town Manager to Execute the Associated Quote
13. **New Business**
 - a. Request Adoption of Resolution Approving the FIDA's Issuance of its Educational Facilities Revenue Bonds, Not to Exceed \$29,500,000, to Assist the Longwood Real Estate Foundation or one or more wholly-owned Affiliated Entities
 - b. Request Adoption of Resolution No. 2026-02-03 Authorizing the Transfer of Funds from the Wastewater Treatment Plant Contingency Fund to Cover the Cost of a Culvert Engineering Study for Venable Street and 4th Street, and Authorizing the Town Manager to Execute the Associated Proposal
 - c. Request Adoption of Resolution No. 2026-02-01 Authorizing the Transfer of Funds from the Wastewater Treatment Plant Contingency Fund to Cover the Cost of a Backwash Pump and Authorizing the Town Manager to Execute the Associated Quote
14. **Town Manager's Report**

15. Comments by Mayor and Town Council

16. Closed Session

2.2-3711 A.1 Discussion of salaries for the upcoming budget for the Town Manager and Clerk of Council as appointees, the performance of the town manager, and discussion and consideration of prospective candidates for appointments to the Board of Zoning Appeals and Farmville Industrial Development Authority, and

a. 2.2-3711 A.3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and

2.2-3711 A.29 Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 10.a. – Draft Minutes of the 2026-01-07 Work Session, 2026-01-14 Regular Council Meeting, and 2026-01-21 Town Council Special Meeting

BACKGROUND:

RECOMMENDATION: Approve the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2026-01-07 Work Session-DRAFT
2. 2026-01-14 Regular Council Mtg-DRAFT
3. 2026-01-21 Special Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON JANUARY 7, 2026

At the regular work session of the Farmville Town Council held on Wednesday, January 7, 2026, at 6:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager Scott Davis, Town Attorney Gary Elder, Chief of Police Andy Ellington, Deputy Town Manager/Finance Director Julie Moore, Community Development Director Ashley Atkins-Austin, Fire Chief Daniel Clark, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

The Clerk called the roll, noting all Council members were present.

ADOPTION OF AGENDA

Mrs. Amos made a motion to adopt the agenda as presented, seconded by Mr. Hunter, and with all Council members stating “aye” in favor, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

FINANCE REPORT

Deputy Town Manager/Finance Director Julie Moore provided a review of the November 2025 financial reports and charts for the fifth month of the FY2026 budget:

- Revenue to budget – As of the end of November, total revenues across all funds were approximately \$8.4 million or 19% of the annual budget. Several major revenues in the General Fund such as the real estate taxes, business licenses, and various state share revenues continue to come in unevenly throughout the year so the General Fund naturally appears behind budget.
- Revenue to prior year – Total revenue is slightly lower due to timing on one-time items, such as in the Transportation Fund last year, buses were purchased with reimbursement received, and there have been no buses purchased this year. Some state and local revenue mentioned every month was reported for November last year but not reported so far this year. The Water and Sewer revenue remains ahead of last year, which continues to track

normally with consumption. Overall, there is no concern with reoccurring revenue performance at this time.

- Expenses to budget - Total expenses are approximately \$11.2 million or 26% of the FY2026 budget, which is comfortably below the five-month benchmark of 42%. Overall spending remains well controlled.
- Expenses to prior year – Total expenses are approximately \$450,000 less than last year across all funds with increases related to one-time or capital-related items which were noted in the charts provided.

Mr. Pairet questioned why the total expenses are now \$450,000 lower. Ms. Moore explained that last year included major one-time purchases that did not occur this year, specifically a bus purchase in the Transportation Fund, a tractor purchase in the Airport Fund, and additional ARPA purchases in the Water Fund, which accounted for the higher amount last year.

DISCUSSION: POTENTIAL EMPLOYEE INCENTIVES RELATED TO FY26-27 BUDGET

The discussion introduced potential employee incentives for consideration during the budget planning process. The focus was the concept of investing in the Town's workforce, and two main topics were presented:

Four-day Work Week (36 hours)

- Proposed for most staff (not in public safety positions) by moving from a 40-hour to a 36-hour work week with a 30-minute paid lunch break.
- Intended benefits include flexibility to reduce burnout, improve morale, and allow employees to attend health-related appointments without the excessive use of leave.
- Some departments (Water/Wastewater, Police, Fire, Dispatch) cannot participate due to operational regulations.
- Hourly employees would receive an initial pay adjustment, with overtime starting after 40 hours.
- For employees unable to participate, higher raises were suggested to maintain fairness.
- Two scheduling options were discussed, closing offices on Fridays, and a Monday-Friday workweek with half-days on Monday and Friday. Noted was the issue of having five Monday holidays.

Council members raised some concerns about the proposed incentive:

- Equity between employees who can and cannot adopt a four-day schedule.
- Potential impacts on the public's access to Town offices and service delivery.
- Compliance with full-time employment standards, federal and state, and insurance benefits.
- Long-term implications for hourly employees receiving future pay raises based on 36 hours instead of 40 hours.
- The importance of community feedback before moving forward. It was requested that the topic be returned for discussion.

Career Development Program (Public Safety):

A description of a proposed program was shared which would incentivize advanced training, certifications, and specialized skills. Additional compensation would be tied to the professional development of staff members. There appeared to be a consensus on having a career development program.

TOWN MANAGER'S REPORT

No additional report was offered.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Yoelin reported an ongoing issue at a rental property on Buffalo Street where garbage cans have been left in the street for months, creating a potential public safety hazard. He emphasized that the problem persists and needs to be fixed. Town Manager Davis said he would look into the matter.

Mr. Pairet said he appreciated everyone's commitment to doing what is best for the Town and asked for a financial plan with projections to identify savings to fund wages, pay increases, and incentives without raising taxes. He emphasized being creative and efficient with spending, possibly slowing equipment purchases.

Mayor Vincent remarked on the weighty subjects brought forward in the new year, emphasizing the need to review expenses and revenues during budget season amid rising costs and aging infrastructure. He noted that Mr. Pairet's concerns are shared by many as well as the Council members who are mindful of the municipal responsibilities and burdens and those of constituents and trying to find balance in the best interests of the Town.

With no other business and on a motion by Mr. Hunter, seconded by Mr. Pairet, with all stating “aye” in favor, the meeting adjourned at 7:21 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

DRAFT

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON JANUARY 14, 2026

At the regular meeting of the Farmville Town Council held on Wednesday, January 14, 2026, at 6:00 PM in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Deputy Town Manager/Finance Director Julie Moore, Police Chief Andy Ellington, Emergency Communications Director Crystal Barton, Captain William Hogan, Fire Chief Daniel Clark, Community Development Director Ashley Atkins-Austin, Human Resources Manager Amanda Zirkle, Public Works Director Stephen Edwards, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order, and all guests were welcomed.

The Clerk called the roll, noting Council members Daniel Dwyer and Thomas Pairet were absent.

An invocation was led by Mayor Vincent for anyone wishing to join in prayer. Vice-Mayor Reid led the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Hunter made a motion to adopt the agenda as presented, seconded by Mr. Hardy, and with all stating “aye” in favor, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

RECOGNITION OF EMPLOYEES WITH 25 YEARS OF SERVICE

Town Manager Davis recognized Clarence R. Thomas, Chuck Gallamore, Robert Brown, and Timothy W. Seamster for their 25 years of service with the Town. Mr. Gallamore was not in attendance. A brief overview of their service was provided. The Town recognizes employees with a milestone of 25 years of service by providing a watch with the Town of Farmville logo. A group photo was taken. Mayor Vincent thanked all for their dedication to serving the citizens of Farmville.

PUBLIC COMMENT

With no one signed up to provide a public comment, Mayor Vincent moved to the next agenda item.

CONSENT AGENDA

Mr. Reid made a motion to accept the Consent Agenda as presented, seconded by Mr. Yoelin and with all stating “aye” in favor, the motion passed. The Consent Agenda included the draft minutes of the November 5, 2025, Work Session, December 3, 2025, Work Session, and the December 10, 2025, Regular Meeting.

FINANCE REPORT

Mr. Reid made a motion to accept the Finance Report, seconded by Mrs. Amos, and with all stating “aye” in favor, the motion passed.

BACKGROUND: Finance Director Julie Moore reported on the December 2025 Finance Report and reviewed the amounts of earned income:

- Local Government Investment Pool (LGIP) – \$23,388;
- Benchmark Community Bank sweep accounts \$4,451;
- Virginia Investment Pool (VIP) – \$12,669.
- Total earned for December 2025 - \$40,508.

Council member Yoelin mentioned the slightly lower balances and asked whether the principal in the VIP and LGIP accounts had changed. Ms. Moore explained that the decline is due to lower interest rates, not a change in principal, except for a temporary \$2.1 million withdrawal to make the fire truck advance payment, which was replaced within about a week after bond funds were received. She also reported that business license renewals were mailed and are due February 28th with no penalties to be waived for late payment. She reported that 95% of real estate taxes and 86% of personal property taxes have been collected. A brief discussion was held after an inquiry was made by Council member Hardy on why a 3% discount is offered for early payment of food tax.

DISCUSSION ON POTENTIAL EMPLOYEE INCENTIVES

Town Manager Davis reported that cost information and spreadsheets were sent to Council members for review. Council member Pairet was not present but had asked for information to be shared that if the four-day work week is moved forward, he would like to see hourly employees, who are mostly public works staff, be eligible for overtime after 36 hours instead of 40. The majority of staff are in favor of a four-day work week. Public works staff were provided detailed

information, and the topic was raised about being paid straight time for call-ins. Council member Dwyer who also was not present reported being in favor of the four-day work week and supported Mr. Pairet's suggestion. Additional data is being gathered until the next work session on in-person office traffic into the Town Hall Monday through Friday on each of those days.

From the conversation at the last work session, it appears the majority of Council is in favor of a Career Development Program incentive. A policy is being developed with the public safety offices to be reviewed at a later date.

Mr. Hardy provided comments from input received about the proposed four-day work week and stated he was not in favor at this time. Additional discussion was held with Council members providing input and clarification being made of the proposed incentive specifics.

REQUEST ADOPTION OF THE CODE OF ETHICS AND CONDUCT AND ETHICS PLEDGE

Mr. Reid made a motion to adopt the Code of Ethics and Conduct and the Ethics Pledge, seconded by Mr. Hunter, and with a recorded vote of Council members Reid, Yoelin, Hunter, Hardy, and Amos voting "yes", the motion passed.

BACKGROUND: In 2016, the Ethics Committee established a Code of Ethics and Conduct and Ethics Pledge. The Committee recommended that Council annually review and adopt both the Code of Ethics and Conduct and the Ethics Pledge.

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TOWN OF FARMVILLE CODE OF ETHICS AND CONDUCT

This Code and its associated Ethics Pledge are aspirational in nature. As such, they are subordinate to federal, state and local law and do not confer and/or mandate any additional duties beyond those required under existing law, nor do they confer any right or cause of action that does not otherwise apply under existing law.

Recognizing that persons holding public office have been given a public trust and that the stewardship of such office demands that performance be at the highest level of ethical and moral conduct, the Town of Farmville adopts this Code of Ethics and Conduct. To honor the public trust and to serve with integrity, civility, and impartiality, the Mayor, the members of Town Council, and those officials who are appointed by Council pledge to do the following:

1. Provide the highest quality of service to the public, acting in a way that is conscientious, diligent, and transparent.
2. Perform the functions of the office with integrity, avoiding any improper use or influence of the office.
3. Not act on a matter in which a conflict of interest exists and be diligent in avoiding even the appearance of a conflict of interest by disclosing the same and acting in accord with the principles underlying this Code.
4. Behave in a manner that inspires public confidence.
5. Treat the public, town employees, and fellow public officials with professionalism, courtesy, and respect.
6. Serve the public interest by upholding the letter and the spirit of Town, Commonwealth, and Federal statutes, regulations, and policies.

The Mayor and members of Town Council will work together to implement and monitor this Code of Ethics and Conduct and to make changes as needed.

Brian R. Vincent, Mayor

A. D. "Chuck" Reid, Vice-Mayor

Sallie O. Amos, Council Member

John Hardy, Council Member

Thomas M. Pairet, Council Member

Adam B. Yoelin, Council Member

Donald L. Hunter, Council Member

Daniel E. Dwyer, Council Member

TOWN OF FARMVILLE ETHICS PLEDGE

1. I understand that as a Town representative, I am entrusted with protecting and preserving the integrity of the Town government.

2. I will honor this trust by:
 - a. Upholding the Town of Farmville Code of Ethics and Conduct;
 - b. Putting the public interest first;
 - c. Conducting myself at all times in a manner that brings credit to the Town;
 - d. Serving with integrity, impartiality and transparency;
 - e. Fostering a culture of cordiality and professionalism;
 - f. Taking no action that will result in or create the appearance of personal gain or conflict of interest.
 - g. Making no private promises of any kind that will bind the duties of any office, since a public servant has no word that can be binding on public duty.

3. I will communicate openly and civilly, listening to all views, seeking common ground as a starting point, and being respectful even in areas of disagreement.

REQUEST APPROVAL FOR TOWN MANAGER TO SIGN AUTHORIZATION TO PROCEED WITH AN ENGINEERING STUDY (REPAIRS TO HIGH STREET SEWER PUMP STATION)

Mr. Hardy made a motion to proceed with the study, seconded by Mrs. Amos, and with a recorded vote of Council members Yoelin, Hunter, Hardy, Amos, and Reid voting “yes”, the motion passed.

BACKGROUND: The Town Manager explained that the High Street Sewer Pump Station handles the highest volume of wastewater and during routine maintenance, issues were discovered that require a study to be done. This occurred not during the normal budget cycle and because the funds needed were not budgeted, money would need to come from the wastewater reserve account, which requires Council approval before any contract can be signed. A future meeting will address the transfer of funds.

The Public Works Director provided details about the findings and the purpose of the needed study so that repairs can be made.

Council members were provided with the proposal from TRC for the engineering study

and the related costs:	Pump Station Engineering Study	\$50,211
	CCTV Inspection	\$31,050
	TOTAL FEE	\$81,261

A request to approve the Town Manager to sign the Authorization to Proceed with an Engineering Study for Repairs to the High Street Sewer Pump Station was brought forward for the Council's consideration.

TOWN MANAGER'S REPORT

- The wastewater treatment plant conversion is progressing as planned, with demolition underway and preparation for new UV and disc filtration systems. About 15–16% of the total project has been completed.
- The lead and copper service line inventory is a federally mandated requirement, not a local initiative. Residents are encouraged to participate by voluntarily reporting their service line status, with a \$20 credit offered, or allowing inspections as responses from all properties are required within the next few years.
- An update was provided on the facility located at 1611 West Third Street for possible use as the splashpad park bathroom. Ian Brock with Brock Construction provided feedback that renovating the existing structure would likely cost about 10% more than building a new stick-built facility, and the location may be too far to adequately serve users at the park, especially families with young children.
- The RFPs for the Venable Street stormwater tunnel assessment have been received with two bidders. A contract would need to be funded from reserves since no funds were appropriated and will be brought forward for review at a work session.
- The consultant for the pay scale study will present the findings and answer questions at the February work session.
- A special called meeting is scheduled next week for Council approval of the Comprehensive Agreement for the Fire Station Addition, followed by a joint meeting with the Planning Commission to review Chapters 1–4 of the Comprehensive Plan.

COMMENTS BY MAYOR AND TOWN COUNCIL

Council member Hardy reported that he wants to set aside more money in reserves due to the aging pump stations and asked the Finance Director to report on current reserve amounts. A brief report was provided by Ms. Moore, and she noted this could be looked at during the budget process.

Council member Reid asked if there had been many complaints about the proposed four-day work week noting he is in favor but there needs to be more study.

Mayor Vincent shared that America has entered its 250th anniversary, making this a meaningful time to reflect on shared principles and values. With the Fireworks After Dark Committee gearing up again soon, he encouraged anyone with ideas for enhancing the 250th celebration to reach out.

There being no other business and on a motion by Mr. Hardy, seconded by Mrs. Amos, with all stating “aye” in favor, the meeting adjourned at 6:53 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

DRAFT

SPECIAL MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON JANUARY 21, 2026

At a special meeting of the Farmville Town Council held on Wednesday, January 21, 2026, at 6:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Adam Yoelin, and John Hardy.

Staff present were Town Manager Scott Davis, Deputy Town Manager/Finance Director Julie Moore, Attorney Catherine Douglass, Fire Chief Daniel Clark, Community Development Director Ashley Atkins-Austin, Town Planner Robert Dvorak, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the special meeting to order, and all guests were welcomed.

The Clerk called the roll, noting Council member Donald Hunter was absent.

ADOPTION OF AGENDA

Mr. Dwyer made a motion to adopt the agenda as presented, seconded by Mr. Hardy, and with all stating “aye” in favor, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

REQUEST TO APPROVE COMPREHENSIVE AGREEMENT WITH ENGLISH CONSTRUCTION, INC. ON THE FARMVILLE FIRE STATION

Mr. Dwyer made a motion to approve the comprehensive agreement with English Construction Inc. on the Farmville Fire Station, seconded by Mr. Yoelin, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, Amos, and Reid voting “yes”, and Council member Hardy voting “no”, the motion passed.

BACKGROUND: Mayor Vincent mentioned the concern raised by Mr. Yoelin about redacted pages in the agreement. The Town Manager explained the areas were other options given during the proposal process and with those options not being chosen, they are redacted and not open to the public.

Mr. Pairet asked for clarification in the agreement where it is suggested that costs could exceed the bid up to \$445,000, with the Town Manager mentioning that the price would increase only if change orders were issued.

Mr. Hardy recommended pausing the project for a few months until the costs of the Venable Street cave-in and pumping station repairs are known.

Mayor Vincent noted the conclusion of the special meeting business and reminded all of the regularly scheduled work session the next month.

Mr. Reid made a motion to adjourn, seconded by Mr. Dwyer, with all stating “aye” in favor, the meeting adjourned at 6:06 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

DRAFT



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 11.a. – January 2026 Finance Report

BACKGROUND: Verbal report by the Deputy Town Manager/Finance Director Julie Moore.

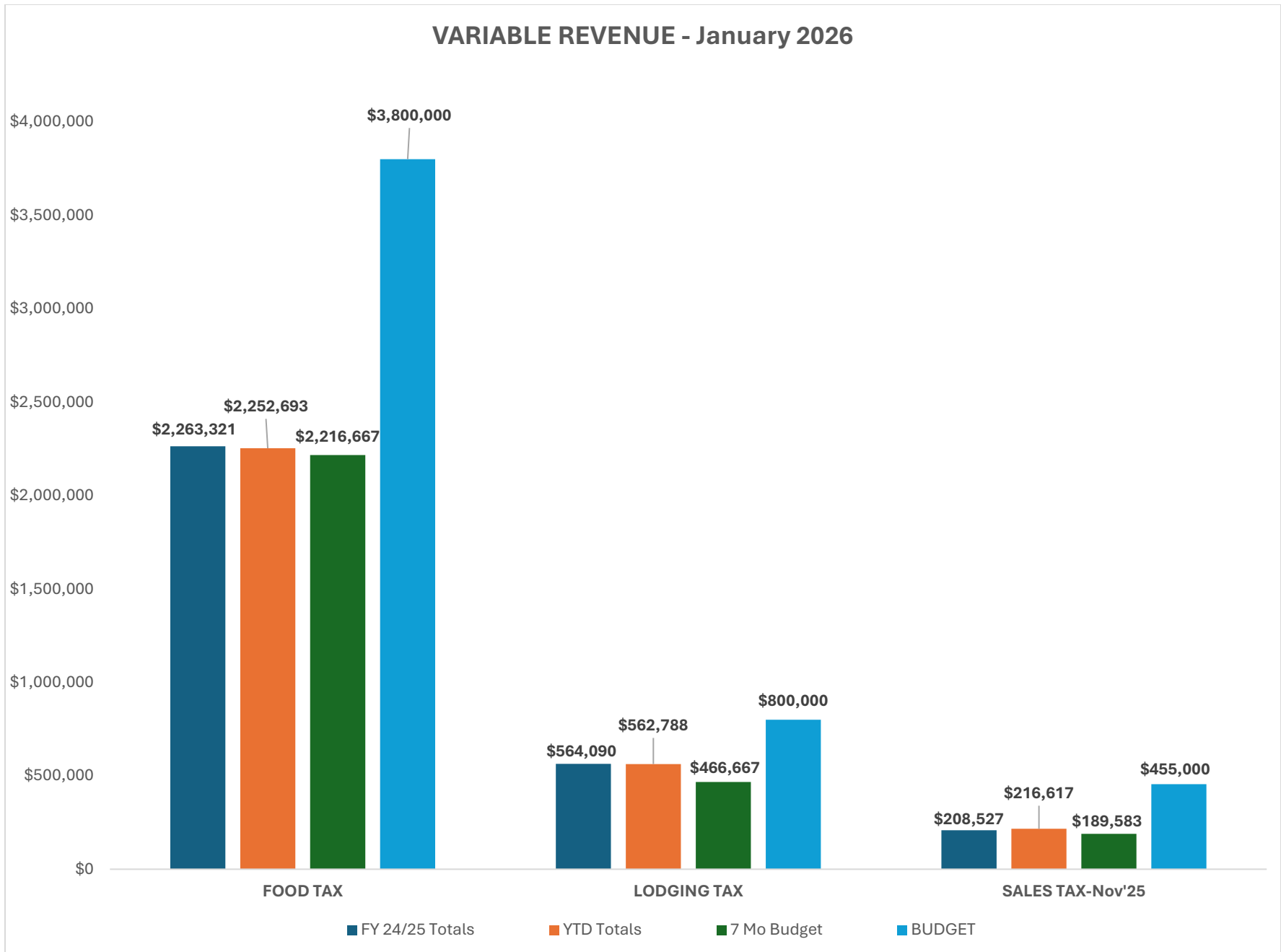
RECOMMENDATION: Approve the January 2026 Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. Variable Rev-January-Charts
2. Rescue Squad 2025-2026-YTD Expenses thru-Jan'26
3. Rescue Squad Monthly Expenses-Jan'26
4. Finance Report - January 2026

VARIABLE REVENUE - January 2026



**Year-to-Date Costs - Rescue Squad
July 2025 - June 2026**

	<u>July</u>	<u>August</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
Labor	835.63	1,313.50	1,003.00	843.52	456.45	860.29	624.70	0.00	0.00	0.00	0.00	0.00	\$5,937.09
Materials	2,785.55	3,872.07	1,920.68	216.56	20.00	406.79	3,314.45	0.00	0.00	0.00	0.00	0.00	\$12,536.10
Equipment	310.00	310.00	310.00	310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,240.00
Fuel	<u>955.34</u>	<u>1,013.90</u>	<u>841.44</u>	<u>1,760.79</u>	<u>670.38</u>	<u>1,069.96</u>	<u>573.46</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$6,885.27</u>
	\$4,886.52	\$6,509.47	\$4,075.12	\$3,130.87	\$1,146.83	\$2,337.04	\$4,512.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,598.46

JANUARY MONTHLY COST-RESCUE SQUAD

2026

<u>DATE</u>	<u>CREW</u>	<u>DESCRIPTION OF SERVICE</u>	<u>Man</u>	<u>LABOR</u>	<u>MATERIAL</u>	<u>EQUIPMENT</u>	<u>FUEL</u>
			<u>Hours</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>
30-Jan	Rescue 12	Tires	5	\$149.46	\$2,899.30		
30-Jan	Rescue 12	Service, check inverter, check issue w lights	9	\$199.04	\$415.15		
6-Jan	Trash crew	Weekly garbage pickup	3	\$69.05			
12-Jan	Trash crew	Weekly garbage pickup	3	\$69.05			
20-Jan	Trash crew	Weekly garbage pickup	3	\$69.05			
27-Jan	Trash crew	Weekly garbage pickup	3	\$69.05			
		Cut Grass				\$0.00	
		Fuel Cost					\$573.46

Total Labor Cost	\$624.70
Total Material Cost	\$3,314.45
Total Equipment Cost	\$0.00
Total Fuel Cost	\$573.46
Total January	\$4,512.61

YTD Total	\$26,598.46
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TOWN OF FARMVILLE
 FINANCE REPORT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE MONTH OF JANUARY 2026

FUND NUMBER	FUND TITLE	BALANCE 01/01/2026	NET CHANGE	BALANCE 01/31/2026
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	\$ 1,337,807	\$ 2,881,622	\$ 4,219,429
15	ST MAINT FUND	888,027	(115,917)	772,110
40	WATER FUND	1,987,664	23,384	2,011,048
42	SEWER FUND	1,814,425	(268,036)	1,546,389
44	TRANSPORTATION FUND	1,082,594	107,715	1,190,309
45	AIRPORT FUND	<u>(86,094)</u>	<u>(7,622)</u>	<u>(93,716)</u>
TOTAL	UNRESTRICTED FUNDS	\$ 7,024,423	\$ 2,621,146	\$ 9,645,569
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	\$ 730,942	\$ (730,942)	-
10	ENHANCED 911-WIRELESS	446,902	12,066	458,968
10	E911-RESERVE	133,500	17	133,517
10	SET ASIDE ACCOUNT	2,591,298	157,326	2,748,624
10	E-CITATION	27,892	548	28,440
10	MEDICAL COMPENSATION	66,131	(15,980)	50,151
10	SNAP GO BOND	-	13,083,937	13,083,937
42	COUNCIL RESTRICTED	2,613,180	8,989	2,622,169
70	NARCOTICS FUND	14,274	180	14,454
70	TASK FORCE	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	RESTRICTED FUNDS	\$ 6,624,119	\$ 12,516,141	\$ 19,140,260
TOTAL ALL FUNDS		\$ 13,648,542	\$ 15,137,287	\$ 28,785,829

UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

PETTY CASH	\$ 2,500
VIP ACCT - GOLF SALE PROCEEDS	1,048,149
VIP ACCTS - UNRESTRICTED	842,493
LGIP ACCT - UNRESTRICTED	5,413,671
CHECKING ACCT-BENCHMARK-AIRPORT	348,759
CHECKING ACCOUNT-BENCHMARK-UNRESTRICTED	<u>1,989,997</u>
TOTAL UNRESTRICTED FUNDS	\$ 9,645,569

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

LGIP ACCT - ARPA - COVID FUNDS	\$	-
MONEY MARKET - BENCHMARK - 911 WIRELESS		114,269
VIP ACCT - WIRELESS		344,699
INTEREST CHECKING-BENCHMARK-E911 RESERVE		133,517
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT		1,044,615
LGIP ACCT - SET ASIDE ACCOUNT		1,230,302
VIP ACCT - SET ASIDE ACCOUNT		473,707
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT		28,440
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION		50,151
SNAP GO BOND ACCOUNT		13,083,937
VIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,148,997
LGIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,473,172
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE		14,454
INTEREST CHECKING-BENCHMARK-TASK FORCE		-
TOTAL RESTRICTED FUNDS	\$	19,140,260

RESPECTFULLY SUBMITTED:

Julie Moore

Julie A. Moore, CPA, CFE, CGFM



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 12.b. – Request Adoption of Resolution No. 2026-02-02 Authorizing the Transfer of Funds from the Wastewater Treatment Plant Contingency Fund to Cover the Cost of the High Street Sewer Pump Station Engineering Study in an Amount of \$81,261

BACKGROUND: The Town's High Street Sewer Pump Station is in need of evaluation due to aging infrastructure, excessive corrosion, and the buildup of fats, oils, and grease (FOG). In addition, concerns have been identified related to the condition and performance of the pumping systems and upstream gravity sewer lines.

The Town engaged TRC to conduct an Engineering Study of the High Street Sewer Pump Station. The study includes evaluation of the existing pump station, assessment of operational and maintenance challenges, inspection of upstream sewer infrastructure, and development of recommendations for potential improvements along with an opinion of probable project costs.

The total cost of the Engineering Study is \$81,261, which includes a lump-sum fee for the pump station evaluation and time-and-materials services for CCTV inspection of upstream sewer lines.

Authorization for the agreement associated with this study was approved by Council at the January meeting. This agenda item is being presented solely to request approval to transfer the necessary funds to cover the cost of the study.

Sufficient funds are available within the Wastewater Treatment Plant Contingency Fund to support this expenditure.

PURPOSE: To fund a comprehensive engineering study of the High Street Sewer Pump Station in order to identify operational deficiencies, evaluate infrastructure condition, and support informed planning for future wastewater system improvements.

ACTION REQUESTED: Approval of the following:

Authorize the transfer of \$81,261 from the Wastewater Treatment Plant Contingency Fund to the appropriate expenditure line to cover the cost of the High Street Sewer Pump Station Engineering Study.

RECOMMENDATION: Adopt Resolution No. 2026-02-02

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution - Transfers for WWTP Contingency - Pump Station Study

Resolution No. 2026-02-02

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE WASTEWATER TREATMENT PLANT CONTINGENCY FUND TO COVER THE COST OF THE HIGH STREET SEWER PUMP STATION ENGINEERING STUDY

WHEREAS, the Town of Farmville operates and maintains the High Street Sewer Pump Station as part of its wastewater collection system; and

WHEREAS, the High Street Sewer Pump Station has experienced operational challenges, corrosion, and buildup of fats, oils, and grease, necessitating a comprehensive engineering evaluation; and

WHEREAS, the Town has engaged TRC to perform an Engineering Study of the High Street Sewer Pump Station, including inspection of pumping systems and upstream sewer infrastructure, and the development of recommendations for future improvements; and

WHEREAS, the total cost of the High Street Sewer Pump Station Engineering Study is \$81,261; and

WHEREAS, sufficient funds are available in the Wastewater Treatment Plant Contingency Fund to cover the cost of the study.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA:

1. That the transfer of funds in the amount of \$81,261 from the Wastewater Treatment Plant Contingency Fund to the appropriate expenditure line for the High Street Sewer Pump Station Engineering Study is hereby authorized; and
2. That this resolution shall be in full force and effect upon its adoption.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 13.a. – Request Adoption of Resolution Approving the FIDA's Issuance of its Educational Facilities Revenue Bonds, Not to Exceed \$29,500,000, to Assist the Longwood Real Estate Foundation or one or more wholly-owned Affiliated Entities

BACKGROUND: Verbal report by the Town Manager.

The Farmville Industrial Development Authority held a meeting and public hearing on January 22, 2026.

A summary of the meeting is attached for review.

RECOMMENDATION: Adopt the Resolution approving the Farmville Industrial Development Authority (FIDA)'s issuance of its educational facilities revenue bonds, not to exceed \$29,500,000, to assist the Longwood Real Estate Foundation or one or more wholly-owned affiliated entities.

FISCAL IMPACT:

ATTACHMENTS:

1. 2026-02-11 Resolution of Town Council
2. 2026-01-22 Farmville IDA Inducement Resolution v3 Final
3. 2026-01-22 Summary of Public Hearing Statements

Resolution

A RESOLUTION APPROVING THE EXERCISE BY THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN OF FARMVILLE, VIRGINIA, OF POWERS CONFERRED BY THE INDUSTRIAL DEVELOPMENT AND REVENUE BOND ACT, CHAPTER 49, TITLE 15.2 OF THE CODE OF VIRGINIA OF 1950, AS AMENDED, IN CONJUNCTION WITH THE ISSUANCE FOR LONGWOOD UNIVERSITY REAL ESTATE FOUNDATION OR ONE OR MORE WHOLLY-OWNED AFFILIATED ENTITIES OF NOT TO EXCEED \$29,500,000 OF ITS EDUCATIONAL FACILITIES REVENUE BONDS

WHEREAS, the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2 of the Code of Virginia of 1950, as amended (the “Act”), authorizes the creation of the Industrial Development Authority of the Town of Farmville, Virginia (the “Authority”), and the Act empowers the Authority to assist Longwood University Real Estate Foundation, a Virginia nonstock, nonprofit corporation (the “Borrower”), or Longwood Housing Foundation, LLC, a wholly-owned affiliate of the Borrower, or another wholly-owned affiliate of the Borrower (each, an “Affiliate”), whose principal place of business is located at 315 West Third Street, Farmville, Virginia 23901, for the issuance by the Authority of its educational facilities revenue bonds (the “Series 2026 Bonds”) in an amount not to exceed \$29,500,000 to assist the Borrower or an Affiliate in (1) financing the costs of acquisition and installation of certain energy efficiency upgrades and infrastructure improvements associated with heating, lighting, building envelope, system controls, plumbing, ventilation, air conditioning and related utilities equipment, including without limitation chillers and associated equipment, roofs, lighting fixtures, plumbing fixtures, filtration systems, variable refrigerant flow system, actuators, system controls, steam traps and insulation technologies (collectively, the “Equipment”), and the installation of such Equipment at, in, or upon ten existing student housing facilities (collectively, the “Student Housing Facilities”), all of which are owned or leased by the Borrower or an Affiliate, and located on the campus of Longwood University (the “University”) in the Town of Farmville, Virginia. The Student Housing Facilities are more particularly described as follows: “*Lancer Park*,” located at 1000 Clubhouse Circle, Farmville, Virginia; “*Lancer Park North Campus*” (formerly known as “*North Campus Residential Village*”), located at or near 1100 Cormier Street, Farmville, Virginia; “*Longwood Landings*” (formerly known as “*Longwood Landings at Mid-Town*”), located at 120 Midtown Avenue, 121 Midtown Avenue, 120 South Street and 150 South Street in Farmville, Virginia; “*Sharp Hall*,” located at 507 Redford Street; “*Register Hall*,” located at Race Street; “*Moss Hall*” (formerly known as “*Curry Hall*”), located at 315 South Main Street; “*Johns Hall*” (formerly known as and “*Frazer Hall*”), located at 401 South Main Street; “*Cox Hall*,” located at 200-298 Griffin Boulevard; “*Wheeler Hall*,” located at 114 Griffin Boulevard; and “*Stubbs Hall*,” located at 300-398 Griffin Boulevard, all in furtherance of the charitable purposes of the Borrower or an Affiliate, including, as appropriate, the planning, design, permitting, pre-construction, development, redevelopment, rehabilitation, renovation and other activities associated with the equipping of the Student Housing Facilities with the Equipment, all of which shall be owned by the Borrower or an Affiliate (collectively, the “2026”

Project”); (2) funding any required reserve funds for debt service on the Bonds; (3) funding capitalized interest on a portion of the Bonds during construction of the 2026 Project and for a period not to exceed one year after the date on which construction of the 2026 Project is completed; and (4) financing all or a portion of the costs of issuance of the Bonds (collectively, the items referred to in clauses (1) through (4) above are hereinafter referred to as the “Plan of Finance”); and

WHEREAS, the assets to be financed through the financing of the Plan of Finance with the Series 2026 Bonds will be owned by the Borrower of one or more of its Affiliates or affiliated entities, and are located in the Town; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the “Code”), requires approval by this Town Council (the “Council”) of the issuance of any private activity bonds by the Authority for facilities located in the Town, after the Authority has held a public hearing to consider the issuance of such bonds, as one of the acts required in order for the interest on such bonds to qualify for exemption from federal income taxation; and

WHEREAS, the Authority held a public hearing on January 22, 2026 in compliance with the requirements of the Code and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the “Virginia Code”), and after such public hearing it adopted a resolution (a) agreeing to undertake the issuance of the Series 2026 Bonds and (b) recommending and requesting that this Council approve the financing of the 2026 Project with proceeds of the Series 2026 Bonds for the benefit of the Borrower and/or its affiliate(s), to the extent required by Section 147(f) of the Code and Section 15.2-4906 of the Virginia Code; and

WHEREAS, the Series 2026 Bonds, as qualified 501(c)(3) bonds, will be exempt, under Section 146(g)(2) of the Code, from the limitation on the annual volume of obligations the interest on which is exempt from the imposition of federal income tax; and

WHEREAS, a copy of the Authority’s inducement with respect to the issuance of the Series 2026 Bonds, and a summary of public hearing statements with respect to the Series 2026 Bonds, as required by Section 15.2-4906 of the Virginia Code, have been filed with the Council;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Farmville:

1. That, relying upon the representations of the Authority by its counsel, the recitals in the preambles hereto are found to be true and correct in all respects and are adopted as findings of this Council as if fully rewritten herein.

2. That the Plan of Finance proposed to be financed by the issuance of the Series 2026 Bonds by the Authority is deemed appropriate for such financing and, accordingly, this Council approves the issuance by the Authority of the Series 2026 Bonds.

3. That the approval of the issuance of the Series 2026 Bonds, as required by Section 147(f) of the Code, does not constitute an endorsement to a prospective purchaser of the Series 2026 Bonds, the proposed use of the Series 2026 Bonds, or the creditworthiness of the Borrower

or its affiliates, and, as required by the Act, the Series 2026 Bonds shall provide that neither the Commonwealth of Virginia nor any political subdivision thereof, including the Town and the Authority, shall be obligated to pay the principal of, premium, if any, or interest on the Series 2026 Bonds, or other costs incident thereto, except from the revenues and monies pledged therefor, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia or any political subdivision thereof, including the Town and the Authority, shall be pledged thereto.

4. That the Town, including the members of Council, its officers, employees and agents, shall not be liable and hereby disclaim all liability for any damage to the Borrower or their affiliates, direct or consequential, resulting from the Authority's failure to issue the Series 2026 Bonds for any reason.

5. This Resolution shall be in effect from and after its adoption.

Adopted: February 11, 2026

TRUE COPY
TESTE:

Town Clerk

**INDUCEMENT RESOLUTION
OF THE INDUSTRIAL DEVELOPMENT AUTHORITY
OF THE TOWN OF FARMVILLE, VIRGINIA**

WHEREAS, there has been described to the Industrial Development Authority of the Town of Farmville, Virginia (the “Authority”) the plan of financing of Longwood University Real Estate Foundation, a Virginia nonstock, nonprofit corporation (the “Borrower”), or Longwood Housing Foundation, LLC, a wholly-owned affiliate of the Borrower, or another wholly-owned affiliate of the Borrower (each, an “Affiliate”), whose principal place of business is located at 315 West Third Street, Farmville, Virginia 23901, for the issuance by the Authority of its educational facilities revenue bonds (the “Series 2026 Bonds”) in an amount not to exceed principal amount not to exceed \$29,500,000 to assist the Borrower or an Affiliate in (1) financing the costs of acquisition and installation of certain energy efficiency upgrades and infrastructure improvements associated with heating, lighting, building envelope, system controls, plumbing, ventilation, air conditioning and related utilities equipment, including without limitation chillers and associated equipment, roofs, lighting fixtures, plumbing fixtures, filtration systems, variable refrigerant flow system, actuators, system controls, steam traps and insulation technologies (collectively, the “Equipment”), and the installation of such Equipment at, in, or upon ten existing student housing facilities (collectively, the “Student Housing Facilities”), all of which are owned or leased by the Borrower or an Affiliate, and located on the campus of Longwood University (the “University”) in the Town of Farmville, Virginia. The Student Housing Facilities are more particularly described as follows: “*Lancer Park*,” located at 1000 Clubhouse Circle, Farmville, Virginia; “*Lancer Park North Campus*” (formerly known as “*North Campus Residential Village*”), located at or near 1100 Cormier Street, Farmville, Virginia; “*Longwood Landings*” (formerly known as “*Longwood Landings at Mid-Town*”), located at 120 Midtown Avenue, 121 Midtown Avenue, 120 South Street and 150 South Street in Farmville, Virginia; “*Sharp Hall*,” located at 507 Redford Street; “*Register Hall*,” located at Race Street; “*Moss Hall*” (formerly known as “*Curry Hall*”), located at 315 South Main Street; “*Johns Hall*” (formerly known as and “*Frazer Hall*”), located at 401 South Main Street; “*Cox Hall*,” located at 200-298 Griffin Boulevard; “*Wheeler Hall*,” located at 114 Griffin Boulevard; and “*Stubbs Hall*,” located at 300-398 Griffin Boulevard, all in furtherance of the charitable purposes of the Borrower or an Affiliate, including, as appropriate, the planning, design, permitting, pre-construction, development, redevelopment, rehabilitation, renovation and other activities associated with the equipping of the Student Housing Facilities with the Equipment, all of which shall be owned by the Borrower or an Affiliate (collectively, the “2026 Project”); (2) funding any required reserve funds for debt service on the Bonds; (3) funding capitalized interest on a portion of the Bonds during construction of the 2026 Project (as hereinafter defined) and for a period not to exceed one year after the date on which construction of the 2026 Project is completed; and (4) financing all or a portion of the costs of issuance of the Bonds (collectively, the items referred to in clauses (1) through (4) above are hereinafter referred to as the “Plan of Finance”);

WHEREAS, the Authority is a political subdivision of the Commonwealth of Virginia duly created under the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, of

the Code of Virginia of 1950, as amended (the "Act"), and exists and operates as a public body corporate and politic; and

WHEREAS, the Borrower has described the benefits to the Town of Farmville, Virginia (the "Town"), to be derived from the Plan of Finance and has requested the Authority to agree to issue the Series 2026 Bonds pursuant to the Act, in an aggregate principal amount not to exceed \$29,500,000 and to lend the proceeds from the sale of the Series 2026 Bonds to the Borrower or its Affiliate pursuant to one or more loan and financing agreements (collectively, the "Agreement") for the purposes described above; and

WHEREAS, a public hearing with respect to the Authority's issuance of the Series 2026 Bonds to finance the Plan of Finance through the issuance of up to \$29,500,000 of tax exempt revenue bonds was properly noticed and has been held by the Authority as required by the Act and Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), on the date hereof;

BE IT RESOLVED BY THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE TOWN OF FARMVILLE, VIRGINIA:

1. The foregoing recitals are approved by the Authority and are incorporated in, and deemed a part of, this Resolution.

2. It is hereby found and determined that the issuance of the Series 2026 Bonds will promote education in the Town, benefit the inhabitants of the Town, increase their commerce, and promote their safety, health, welfare, convenience and prosperity.

3. To assist the Borrower and/or an Affiliate to finance the Plan of Finance, the Authority hereby agrees to undertake the issuance of the Series 2026 Bonds in an amount not to exceed \$29,500,000, and to loan the proceeds thereof to the Borrower and/or an Affiliate upon terms and conditions to be mutually agreed upon between the Authority and the Borrower and/or an Affiliate. The Series 2026 Bonds shall be issued in forms and pursuant to terms, including without limitation one or more series designations, interest rates and any conversion provisions applicable to such rates, put and/or call provisions, principal amounts, maturity dates, all to be set by the Authority in its approving resolution.

4. It having been represented to the Authority that it is necessary to proceed with the acquisition, planning, design, development, redevelopment, rehabilitation, construction and equipping of the 2026 Project and the financing of the Plan of Finance, the Authority hereby agrees that the Borrower and/or an Affiliate may proceed with the plans for the design, development and redevelopment for the 2026 Project, enter into contracts for acquisition of the Equipment and the development, redevelopment, rehabilitation, construction and equipping of the 2026 Project and take such other steps as it may deem necessary or appropriate in connection therewith, provided that nothing herein shall be deemed to authorize the Borrower to obligate the Authority without its consent in each instance to the payment of any moneys or the performance of any acts in connection with the 2026 Project.

5. The Authority hereby recommends and request that the Town Council of the Town of Farmville, Virginia (the "Council") (i) approve the financing of the 2026 Project by the Borrower and/or an Affiliate as described to the Authority, including without limitation, the issuance of the Series 2026 Bonds and the execution and delivery by the Authority of the agreements and documents necessary to implement the Borrower's Plan of Finance; (ii) grant its "public approval" of the issuance of the proposed Series 2026 Bonds within the meaning of Section 15.2-4906 of the Act and Section 147(f) of the Code, and (iii) directs the Chairman or Vice Chairman of the Authority to transmit to the Council a copy of this Resolution and a reasonably detailed summary of the Authority's public hearing held this date.

6. In adopting this resolution, the Authority intends to evidence its "official intent" to reimburse expenditures related to the Plan of Finance with proceeds from the issuance of the Series 2026 Bonds within the meaning of Treasury Regulations Section 1.150-2.

7. The Authority hereby (a) accepts the recommendation of the Borrower that Haneberg Hurlbert PLC, Richmond, Virginia serve as bond counsel for the issuance of the Series 2026 Bonds, (b) appoints such firm to supervise the proceedings and provide its opinion as to the issuance of the Series 2026 Bonds, and (c) if necessary, appoints such firm to provide any opinions of counsel to the Authority, as its special counsel, for the limited purpose of the issuance of the Series 2026 Bonds.

8. The Authority hereby accepts the recommendation of the Borrower and its Affiliate(s) that Raymond James & Associates, Inc. (the "Placement Agent") be selected as the placement agent for the Series 2026 Bonds.

9. The Authority hereby accepts the recommendation of the Borrower and its Affiliate(s) that U.S. Bank Trust Company, National Association (the "Trustee") be selected as the trustee for the Series 2026 Bonds.

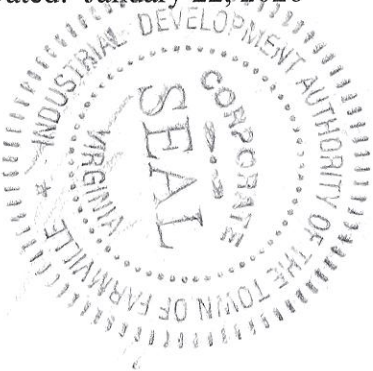
10. All costs and expenses in connection with the financing and the acquisition, construction and equipping of the 2026 Project, including the fees and expenses of bond counsel, counsel for the Authority and the placement agent for the Series 2026 Bonds shall be paid from the proceeds of the Series 2026 Bonds to the extent permitted by law or from funds provided by the Borrower. If for any reason the Series 2026 Bonds are not issued, it is understood that all such fees and expenses shall be paid by the Borrower and that the Authority shall have no responsibility therefor. The Borrower shall also pay the Authority's annual administrative fee as required by the Agreement.

11. The Authority shall perform such other acts and adopt such further resolutions as may be required to implement its undertakings hereinabove set forth.

12. This Resolution shall take effect immediately upon its adoption.

The undersigned hereby certifies that the above Resolution was duly adopted by the directors of the Industrial Development Authority of the Town of Farmville, Virginia after a public hearing on the matter at a meeting duly called and held on January 22, 2026, and that such Resolution is in full force and effect on the date hereof.

Dated: January 22, 2026



Secretary, Industrial Development Authority of the
Town of Farmville, Virginia

SUMMARY OF MEETING AND PUBLIC HEARING STATEMENTS

At 11:00 a.m. on January 22, 2026, the Chair of the Industrial Development Authority of the Town of Farmville, Virginia (the “Authority”) called to order a meeting of the Authority held in the Conference Room on the Main Level, Town Hall, at 116 North Main Street, Farmville, Virginia 23901, and after introductory remarks and pleasantries were exchanged, at 11:01 a.m., the Chair of the Authority announced the commencement of a public hearing on the issuance by the Authority of its educational facilities revenue bonds in a principal amount not to exceed \$29,500,000 (the “Series 2026 Bonds”) to assist Longwood Housing Foundation, LLC (the “Borrower”), an affiliate of Longwood University Real Estate Foundation (the “Foundation”) or another affiliate in (1) financing the costs of acquisition and installation of certain energy efficiency upgrades and infrastructure improvements associated with heating, lighting, building envelope, system controls, plumbing, ventilation, air conditioning and related utilities equipment, including without limitation: chillers and associated equipment, roofs, lighting fixtures, plumbing fixtures, filtration systems, variable refrigerant flow system, actuators, system controls, steam traps and insulation technologies (collectively, the “Equipment”), and the installation of such Equipment at, in, or upon ten existing student housing facilities (collectively, the “Student Housing Facilities”), all of which are owned or leased by the Borrower or an Affiliate, and located on the campus of Longwood University (the “University”) in the Town of Farmville, Virginia. The Student Housing Facilities are more particularly described as follows: “*Lancer Park*,” located at 1000 Clubhouse Circle, Farmville, Virginia; “*Lancer Park North Campus*” (formerly known as “*North Campus Residential Village*”), located at or near 1100 Cormier Street, Farmville, Virginia; “*Longwood Landings*” (formerly known as “*Longwood Landings at Mid-Town*”), located at 120 Midtown Avenue, 121 Midtown Avenue, 120 South Street and 150 South Street in Farmville, Virginia; “*Sharp Hall*,” located at 507 Redford Street; “*Register Hall*,” located at Race Street; “*Moss Hall*” (formerly known as “*Curry Hall*”), located at 315 South Main Street; “*Johns Hall*” (formerly known as and “*Frazer Hall*”), located at 401 South Main Street; “*Cox Hall*,” located at 200-298 Griffin Boulevard; “*Wheeler Hall*,” located at 114 Griffin Boulevard; and “*Stubbs Hall*,” located at 300-398 Griffin Boulevard, all in furtherance of the charitable purposes of the Borrower or an Affiliate, including, as appropriate, the planning, design, permitting, pre-construction, development, redevelopment, rehabilitation, renovation and other activities associated with the equipping of the Student Housing Facilities with the Equipment, all of which shall be owned by the Borrower or an Affiliate (collectively, the “2026 Project”); (2) funding any required reserve funds for debt service on the Bonds; (3) funding capitalized interest on a portion of the Bonds during construction of the 2026 Project and for a period not to exceed one year after the date on which construction of the 2026 Project is completed; and (4) financing all or a portion of the costs of issuance of the Bonds.

Richard L. Hurlbert, Jr., Esq., of Haneberg Hurlbert PLC, Bond Counsel for the Foundation, described to the Authority the 2026 Project and the plan of financing to be undertaken with proceeds of the Series 2026 Bonds, and provided a brief description of the process for issuance of the Series 2026 Bonds. No members of the public appeared and spoke at the public hearing in support of or opposition to the 2026 Project or the issuance of the Series 2026 Bonds and the Chair of the Authority closed the public hearing at 11:19 a.m.

Upon closure of the public hearing, members of the Authority considered the Inducement Resolution with respect to the Series 2026 Bonds, and in so doing, were briefed on (1) the 2026 Project by Mary Louise Waller, Senior Director Special Projects and Initiatives for the Foundation and Lori A. Blackwood, Executive Director of the Foundation, and (2) the Inducement Resolution and the issuance of the Series 2026 Bonds by Mr. Hurlbert. Questions concerning such matters were invited, asked by members of the Authority, and answered by the presenters. Upon completion of such discussions, the Authority members voted unanimously in favor of adoption of the Inducement Resolution, and the meeting was then adjourned at 11:40 a.m.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 13.b. – Request Adoption of Resolution No. 2026-02-01 Authorizing the Transfer of Funds from the Water Contingency Fund in an Amount NTE \$60,000, for the Purchase of a Backwash Pump and Authorizing the Town Manager to Execute the Associated Quote

BACKGROUND: VERBAL REPORT BY TOWN MANAGER

The backwash pump at the Water Treatment Plant is a critical component of the water treatment process. The drive that operates the backwash pump has failed and is currently operating under a temporary configuration to maintain limited functionality. This temporary arrangement is not sustainable and poses a risk to continued plant operations.

The backwash pump must be operational in order for the plant to properly backwash the filters. If the backwash system is not functioning, the Water Treatment Plant cannot operate as required.

Staff have identified a replacement backwash pump that includes built-in redundancy. This redundancy is critical, as it allows the system to automatically switch to a secondary pump if one pump fails, significantly reducing operational risk and potential service disruption.

The estimated turnaround time for procurement is approximately three to four weeks. Due to the critical nature of this equipment and the current temporary condition of the system, staff is requesting Council approval to proceed with the purchase as soon as possible.

Funding for this purchase is available within the Water Contingency Fund and will be transferred to a separate expenditure line to facilitate the purchase.

PURPOSE: To ensure continued and reliable operation of the Water Treatment Plant by replacing a failed backwash pump drive with a permanent solution that includes system redundancy, reducing the risk of operational failure and service interruption.

ACTION REQUESTED: Approval of the following:

- Authorize the transfer of funds in an amount not to exceed \$60,000 from the Water Contingency Fund to a designated expenditure line for the purchase of a backwash pump.
- Authorize the Town Manager to execute the quote for the backwash pump purchase in an amount not to exceed \$60,000.

RECOMMENDATION: Adopt Resolution No. 2026-02-01

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution - Transfers for Water Contingency - Back Wash Pump
2. Water Backwash Pump Quote and Sole Source Letter

Resolution No. 2026-02-01

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE WATER CONTINGENCY FUND, IN AN AMOUNT NOT TO EXCEED \$60,000, FOR THE PURCHASE OF A BACKWASH PUMP AND AUTHORIZING THE TOWN MANAGER TO EXECUTE THE ASSOCIATED QUOTE

WHEREAS, the Town of Farmville operates a Water Treatment Plant that is essential to providing safe and reliable drinking water to the community; and

WHEREAS, the drive that operates the backwash pump at the Water Treatment Plant has failed and is currently operating under a temporary, non-sustainable configuration; and

WHEREAS, the backwash pump must be fully operational in order for the Water Treatment Plant to properly backwash filters, without which the plant cannot operate as required; and

WHEREAS, staff has identified a replacement backwash pump that includes built-in redundancy, allowing the system to automatically switch to a secondary pump if one pump fails, thereby reducing operational risk and potential service disruptions; and

WHEREAS, the estimated procurement timeline for the replacement pump is approximately three to four weeks, making timely approval necessary; and

WHEREAS, sufficient funds are available in the Water Contingency Fund to cover the cost of the replacement backwash pump, in an amount not to exceed \$60,000.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA:

1. That the transfer of funds in an amount not to exceed \$60,000 from the Water Contingency Fund to a designated expenditure line for the purchase of a backwash pump is hereby authorized; and
2. That the Town Manager is hereby authorized to execute the quote and take all necessary actions related to the purchase of the backwash pump in an amount not to exceed \$60,000; and
3. That this resolution shall be in full force and effect upon its adoption.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.



2111 MAGNOLIA ST., RICHMOND, VA 23223
P.O. BOX 27186, RICHMOND, VA 23261-7186
800-552-7714 • 804-643-2725 • FAX: 804-788-9058

February 3, 2026

**SUBJECT TO THE CONDITIONS OF SALE SET OUT BELOW AND ON THE BACK HEREOF,
Sydnor Hydro, Inc. offers to sell to Buyer the following:**

**TOWN OF FARMVILLE
Attn: KATHY GAGEN**

**Phone: (434) 547-8016
Email: KG@FarmvilleVA.com**

**REFERENCE: TOWN OF FARMVILLE WTP – BACKWASH PUMP VFD
TURNKEY VARIABLE FREQUENCY DRIVE (X2) PROPOSAL**

Sydnor Hydro proposes to furnish the materials and labor to install two (2) new Danfoss FC202 VLT AQUA Drive 150 HP Variable Frequency Drives (VFD) at the above referenced Water Treatment Plant. These VFD's will be wired to run the backwash pump and will be floor-mounted at the plant. In addition to the VFD's, Sydnor will also supply and install a double throw safety/transfer switch. This transfer switch will be used to manually alternate usage between the two VFD's as well as prevent them from being used in parallel to operate the backwash pump. Sydnor will provide all mounting hardware, wire labels, and control wire as needed. This work will be completed and billed per the attached Time & Material rates. A NOT-TO-EXCEED PRICE for this work is shown below.

NOT-TO-EXCEED Price..... \$ 60,000.00

Clarifications:

- The price above entails Sydnor providing one employee to complete the work IN CONJUNCTION WITH the Town of Farmville providing at least one person for assistance with lifts and safety.
- The price above includes the 6-year Drive-Pro Warranty for each of the two VFD's supplied.

Price is exclusive of all applicable taxes. Terms, upon credit approval, are net due and payable 30 days after the date of invoice.

For further information, please contact Mr. Bruce Blount at (804) 314-8583.

ACCEPTED UPON THE CONDITIONS SET OUT ABOVE AND OVER. EXPIRATION 30 DAYS.

SYDNOR HYDRO, INC.

BUYER – TOWN of FARMVILLE

**BY: _____
AUTHORIZED AGENT**

**BY: _____
AUTHORIZED AGENT - TITLE**

SYDNOR HYDRO. . . INC.

SERVICE AND UTILITIES TIME AND MATERIAL RATES (Effective - 6/1/2025)

LABOR (Straight Time)

Senior Engineer	\$230.00/Hour
Staff Engineer or Geologist.....	\$150.00/Hour
Controls Specialist	\$150.00/Hour
Field Superintendent	\$150.00/Hour
Engineering Technician.....	\$100.00/Hour
Administrative.....	\$70.00/Hour
Master Mechanic.....	\$130.00/Hour
Mechanic	\$105.00/Hour
Helper	\$90.00/Hour

OVERTIME RATES

(Saturdays, Sundays, Holidays, and Beyond Straight Time)

Master Mechanic.....	\$195.00/Hour
Mechanic	\$157.50/Hour
Helper	\$127.50/Hour

In addition to on-the-job time, our rates apply to preparation, loading, unloading, travel and shop time.

EQUIPMENT MILEAGE

Pick-Up Trucks.....	\$1.20/Mile
Service Trucks	\$1.65/Mile
Tool & Equipment Trucks (#644).....	\$1.80/Mile
2-Ton & Hoist Trucks & Pullstar	\$2.10/Mile
Single Axle Cranes	\$2.10/Mile
Dual Axle Crane	\$2.60/Mile
Trailers Pulled	\$1.10/Mile

EQUIPMENT (4 HOUR MINIMUM)

Compact Backhoe/Excavator.....	\$50.00/Hour
Backhoe	\$65.00/Hour
Backhoe (Extend Hoe).....	\$60.00/Hour
Excavator.....	\$65.00/Hour
Small Trencher.....	\$45.00/Hour
Backhoe Trencher.....	\$45.00/Hour
Rubber Tire Loader.....	\$70.00/Hour
Tractor/Wheeled Loader	\$40.00/Hour
Hoist Truck Time.....	\$50.00/Hour
Crane Time (20 Ton or Less)	\$80.00/Hour
Crane Time (20 Ton or Above)	\$95.00/Hour

MATERIALS AND EXPENSES

Materials charged at market value. Materials supplied by others and installed by Sydnor will be charged at 10% of value. Expenses charged at cost plus 10%. Equipment other than listed will be charged at market rates. Sydnor Hydro will honor the above rates for one (1) year from the effective date for WSSC contract purposes. Please verify rates in effect at time of service. Specialists may be charged at a higher rate.



Danfoss Drives
Division of Danfoss Inc.
Water & Wastewater

February 03, 2026

To whom it may concern,

Danfoss Drives, Water & Wastewater Division, goes to market using a Sole Source Distribution (VAR) network with defined territorial coverage. Sydnor Hydro is a factory authorized sales and service distribution entity that has been assigned to sell and distribute Danfoss in States of Virginia, Maryland, the District of Columbia and counties within. Please contact Tyler Poindexter with Sydnor Hydro(804-643-2725).

Sincerely,

Jon Harwood
Sr Manager – US Water
Located: Suwanee, GA

Danfoss Drives
Mobile: +1 (404)697-0899
Jon.Harwood@danfoss.com
<http://www.danfossdrives.com>



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 13.c. – Request Adoption of Resolution No. 2026-02-03 Authorizing the Transfer of Funds from the Wastewater Treatment Plant Contingency Fund to Cover the Cost of a Culvert Engineering Study for Venable Street and 4th Street, and Authorizing the Town Manager to Execute the Associated Proposal

BACKGROUND: VERBAL REPORT BY TOWN MANAGER

The Town has identified structural concerns within portions of the wastewater collection system infrastructure, including the collapse of a section of the culvert on Venable Street and observed failures, settlement, and separation issues at the culvert structure on 4th Street. These conditions pose risks to public safety and the long-term integrity of the Town's wastewater infrastructure.

The Town received a proposal from TRC to perform a Culvert Engineering Study and provide recommendations for repairs and rehabilitation of the affected culvert structures. The proposed scope of work includes hands-on inspections conducted in accordance with National Bridge Inspection Standards (NBIS), detailed condition assessments, development of repair concepts, life expectancy analysis, and preparation of an Engineer's Probable Construction Cost estimate.

The total cost of the proposed engineering services is \$44,500, based on a lump-sum fee. The proposal also notes that limited third-party safety and confined-space support services may be required; those services would be procured separately, if needed.

This study will provide the technical information necessary to evaluate repair and replacement options and to support future capital planning and funding decisions.

Sufficient funds are available within the Wastewater Treatment Plant Contingency Fund to support this expenditure.

PURPOSE: To fund a comprehensive engineering evaluation of culvert infrastructure associated with the wastewater collection system at Venable Street and 4th Street in order to assess structural conditions, identify necessary repairs, and support informed decision-making related to public safety and long-term infrastructure investment.

ACTION REQUESTED: Approval of the following:

1. Authorize the transfer of funds in an amount not to exceed \$44,500 from the Wastewater Treatment Plant Contingency Fund to the appropriate expenditure line for the Culvert Engineering Study.

2. Authorize the Town Manager to execute the TRC proposal for engineering services related to the Culvert Engineering Study.

RECOMMENDATION: Adopt Resolution No. 2026-02-03

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution - Transfers for WWTP Contingency - Venable Street
2. Farmville Venable Street Storm - TRC Proposal 01-08-2026

Resolution No. 2026-02-03

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS FROM THE WASTEWATER TREATMENT PLANT CONTINGENCY FUND FOR A CULVERT ENGINEERING STUDY AND AUTHORIZING THE TOWN MANAGER TO EXECUTE THE ASSOCIATED PROPOSAL

WHEREAS, the Town of Farmville owns and maintains wastewater collection system infrastructure that is critical to public health and safety; and

WHEREAS, structural concerns have been identified at culvert structures associated with the wastewater collection system on Venable Street and 4th Street, including collapse, settlement, and deterioration; and

WHEREAS, the Town has received a proposal from TRC to perform a Culvert Engineering Study to evaluate existing conditions, identify necessary repairs, and provide recommendations and cost estimates for rehabilitation; and

WHEREAS, the total cost of the proposed engineering services is \$44,500; and

WHEREAS, sufficient funds are available in the Wastewater Treatment Plant Contingency Fund to cover the cost of the study.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA:

1. That the transfer of funds in an amount not to exceed \$44,500 from the Wastewater Treatment Plant Contingency Fund to the appropriate expenditure line for the Culvert Engineering Study is hereby authorized; and
2. That the Town Manager is hereby authorized to execute the proposal for engineering services related to the Culvert Engineering Study; and
3. That this resolution shall be in full force and effect upon its adoption.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.



January 8, 2026

Kimberly Thompson, VCA, VCO, VCARM Sent via email kthompson@farmvilleva.com
Purchasing Agent
Town of Farmville
Post Office Box 368
Farmville, VA 23901

**Letter Proposal for Engineering Services
Culvert Engineering Study and Recommendations**

Dear Ms. Thompson:

We appreciate the opportunity to continue our partnership with the Town of Farmville. Enclosed is our proposal for engineering services, developed under the terms of our existing On-Demand Services Agreement.

Project Understanding

TRC understands that the Town of Farmville is concerned about the structural integrity of its storm sewer system and box culvert bridge, particularly following the collapse of a section on Venable Street and observed failures, settlement, and separation issues on 4th Avenue, which pose risks to public safety and infrastructure longevity. We recognize that these structures have not been previously inspected and require a thorough hands-on assessment to identify deterioration including spalls, delaminations, cracks, exposed reinforcement, and settlement. Our proposed scope addresses these concerns through compliant NBIS-level inspections, detailed condition reporting, tailored repair plans, life expectancy analysis, and a probable construction cost estimate to restore structural soundness and ensure long-term performance.

Scope of Services

The Scope of Services detailed here is based on TRC's understanding of the project requirements and performance criteria provided to date. This service will follow the National Bridge Inspection Standards (NBIS) and National Tunnel Inspection Standards (NTIS) established by the Federal Highway Administration (FHWA).

TRC will provide a Certified Bridge Safety Inspector (CBSI) and National Tunnel Inspector (NTI) for both structures. The recommended level of inspection will be a "hands-on" inspection. A hands-on inspection per the FHWA is an *inspection within arm's length of the component that uses visual techniques that may be supplemented by nondestructive testing*. This higher level of inspection is recommended since these structures have not previously been formally inspected and there is concern for their structural stability.

The summary of tasks is as follows, which follows the Request for Proposal criteria items as denoted in italics:

1. *Inspection of the structural integrity of the storm sewer system and the box culvert bridge.*
 - a) Implement an internal safety plan that includes confined space.
 - b) Perform on-site safety inspections of two structures.
 - c) Identify areas of deterioration, including spalls, delamination, cracks, and settlement.
 - d) Document the structure condition through notes, measurements, applicable sketches, and photographs.
 - e) Draft an inspection report which will include a cover sheet, table of contents, location map, introduction, inspection procedures, structure description and condition evaluation, important inspection findings and recommendations, references, photographs with descriptions, and applicable sketches.
2. *Corrective actions required to ensure the storm sewer system and box culvert bridge are structurally sound.*
 - a) Provide a drawing indicating the location, type of repair, repair detail, and a tabulation table of estimated quantities.
3. *Plans to repair the collapsed section of the storm sewer system on Venable Street, the failed area of the box culvert bridge on 4th Ave., and any other areas that will require significant repairs.*
 - a) Provide spall and delamination repair details.

- b) Provide concrete top slab replacement detail(s). Final structural design of the top slab will be the responsibility of the precast manufacturer.
 - c) Provide precast box culvert concept detail(s); only required if there are locations that require the complete replacement of the box culvert section. Final structural design of the box culvert will be the responsibility of the precast manufacturer.
4. *A construction cost estimate to make the necessary repairs.*
- a) Provide an Engineer's Probable Construction Cost using local cost history.

An expansion of tasks is detailed as follows:

Item 1: Inspection of Structural Integrity

The engineering study will include a detailed inspection of the structural integrity of the storm sewer system and the box culvert bridge. The storm sewer system will be treated as a confined space in accordance with OSHA standards outlined in 29 CFR 1910.146, ensuring safe entry and inspection procedures. Confined spaces are defined by three criteria: limited means of entry or exit, large enough for an employee to enter and perform work, and not designed for continuous occupancy. While TRC does not anticipate the presence of hazardous materials or hazardous atmospheres, and therefore does not consider the project to meet "permit-required confined space" criteria, TRC staff will take precautions by utilizing a 4-gas monitor to assess air conditions and ensure safety during the inspection process. TRC will document findings through photos, sketches, and condition ratings to ensure thorough reporting and actionable insights.

The inspection will be led by a TRC employee who is a registered Professional Engineer in the Commonwealth of Virginia, a Certified Bridge Safety Inspector (CBSI), and a National Certified Tunnel Inspector (NCTI), ensuring compliance with OSHA, FHWA standards, and industry best practices.

The provided photo of the collapsed portion of the storm sewer on Venable Street highlights a design approach where the top slab is not integral with the vertical walls. While this is not a structural deficiency, it represents a different design methodology, likely chosen to simplify construction or reduce costs. In a typical rectangular culvert section, steel reinforcement extends from the walls into the bottom and top slabs, creating a structurally more efficient moment frame system. However, in this particular section, the structure functions as a cantilever wall system supporting a simply supported concrete top slab.

An additional observation is the absence of steel reinforcement in the failed top slab, as evidenced by the concrete rubble. This lack of reinforcement is concerning, as it significantly reduces the load-carrying capacity and durability of the top slab, making it more susceptible to cracking and failure under stress. TRC will carefully examine the concrete rubble to gain insight into the original construction methods and materials used. This investigation will guide the development of a repair approach that accounts for the existing design methodology while addressing the observed deficiencies.

The separation of the concrete curb and pavement over the concrete box culvert may indicate settlement or movement caused by structural distress, soil erosion, or differential settlement. TRC will conduct a detailed inspection to identify the root cause and recommend corrective actions to restore stability and prevent further damage. This may include evaluating the condition of the culvert, assessing the surrounding soil stability, and identifying any drainage issues. Based on the findings, TRC can recommend appropriate corrective actions, such as repairing the culvert, stabilizing the foundation, or addressing drainage concerns to prevent further damage.

In both discussed locations, TRC's expertise ensures that the repair strategy will be tailored to the structure's design, restoring its integrity, and enhancing its long-term performance.

Item 2: Corrective Actions

The engineering study will identify and recommend corrective actions necessary to ensure the structural soundness of the storm sewer system and the box culvert. Based on the inspection findings, TRC will address specific concrete deterioration failures, including:

- Spalls
- Delaminations
- Exposed steel reinforcement
- Structural concrete cracks

Structural cracks will be carefully evaluated, as their locations along the various members indicate different modes of failure, such as flexural, shear, or settlement-related issues. These conditions require the expertise of an experienced structural engineer to accurately diagnose the failure mechanisms and determine the appropriate corrective actions. Corrective actions will be prioritized based on the severity of deterioration and the impact on structural integrity and public safety. TRC will develop repair methods tailored to each type of deterioration, ensuring compliance with FHWA and AASHTO guidelines and standards while restoring structural integrity, safety, and long-term durability of the system. As part of the deliverables, TRC will provide two typical bridge inspection reports, one for each structure. The reports will follow federal NBIS (National Bridge Inspection Standards) documentation guidelines. The reports will include the following sections:

1. General Information– Structure identification, location, ownership, and inspection date.
2. Inspection Summary– Overview of findings, including structural condition ratings and key observations.
3. Structural Inventory and Appraisal– Detailed description of the structure, including dimensions, materials, and design features.
4. Condition Assessment– Documentation of deterioration, defects, and damage, including photos and sketches.
5. Recommendations– Proposed corrective actions, prioritized repairs, and maintenance strategies.
6. Appendices– Supporting documentation, including inspection photos, calculations, and additional notes/sketches.

These comprehensive reports will provide the Town of Farmville with a clear understanding of the two structures' condition and actionable steps to ensure their long-term functionality and safety.

Item 3: Repair Plans

TRC will develop detailed plans to repair the collapsed section of the storm sewer system on Venable Street, the failed area of the box culvert bridge on 4th Avenue, and any other areas identified during the inspection that require significant repairs. The repair plans will address specific deterioration issues, including spalls, delaminations, exposed steel reinforcement, and structural concrete cracks, ensuring proper corrective measures are implemented.

As an extension of the repair plans, TRC will conduct a life expectancy analysis of the storm sewer system and box culvert bridge. This analysis will evaluate the condition of the entire system and the impact of the proposed repairs to determine the remaining service life. If the analysis indicates that select replacements or a full system replacement would be a more prudent solution when considering life cycle costs, TRC will provide recommendations accordingly to ensure long-term functionality and cost-effectiveness.

TRC's repair plans will also account for traffic management challenges, including detouring traffic and developing maintenance and protection of traffic plans during underground repairs, minimizing disruptions to the community. Although means and methods will be the sole responsibility of the construction contractor, TRC will recommend accelerated construction methods.

Item 4: Probable Construction Cost

TRC will prepare an Engineer's Cost Estimate for the necessary repairs to the storm sewer system and box culvert bridge. The estimate will include detailed cost breakdowns and any additional expenses required to address the collapsed section on Venable Street, the failed area of the box culvert bridge on 4th Avenue, and other significant repair areas identified during the inspection.

The locations of deterioration and subsequent repairs will be carefully evaluated, as some areas may be beneath vehicle live loads. These conditions could necessitate detouring traffic and developing maintenance and protection of traffic plans during underground repairs. TRC will ensure transparency in cost estimation, accounting for contingencies and life cycle factors, to provide financially and operationally sustainable solutions.

Further Consideration

TRC recommends that the Town of Farmville initiate inspections of all hydraulic structures within its jurisdiction, particularly those with spans less than 20 feet, if such inspections have not already been conducted. While these structures fall outside federal NBIS requirements, they play a critical role in stormwater management and roadway safety. Regular inspections of these structures will allow the Town of Farmville to proactively address any issues, prevent potential failures, and maintain compliance with local and state safety standards.

Key Staff



William Wieserman, PE, CBSI, NCTI – Bill will serve as project manager, lead inspector, and structural engineer for the project. He possesses 26 years of experience in managing and performing structural inspections throughout the United States, including simple and complex bridges, and tunnels. He is a registered Professional Engineer in the Commonwealth of Virginia (License #0402070235) and four additional states, a Certified Bridge Safety Inspector (CBSI), and a National Certified Tunnel Inspector (NCTI). He has prepared hundreds of inspection reports in accordance with state and federal regulations.

Bill routinely applies specialized training to perform concrete repairs, load ratings, evaluate gusset plates and fracture-critical members, and develop rehabilitation designs that restore or enhance the structural capacity of steel and concrete members. He has extensive experience assessing concrete structures for deterioration—including spalling, cracking, delamination, and corrosion-related damage—and developing effective repair and rehabilitation strategies to extend service life. His expertise ensures compliance with FHWA and AASHTO guidelines and standards while delivering cost-effective, durable solutions for structural rehabilitation projects across diverse environmental exposures.

Deliverables

1. Inspection reports (two) in pdf format.
2. Engineering drawings with repair and replacement details; two to three sheets are anticipated.
3. Engineer's Probable Construction Cost and Life Expectancy Analysis.

Schedule

TRC will begin work upon receipt of an executed work order proposal as executed and authorized below. TRC will endeavor to complete the Scope of Services and deliver the project deliverables within four months after execution, subject to excused delay caused by factors beyond TRC's control.

Compensation

TRC will perform the listed services for a **lump sum of \$44,500**. TRC will not exceed this amount without prior written authorization from the Town of Farmville. Compensation for services rendered by TRC will be in accordance with the current On-Demand Services Agreement.

Construction consultation may be added in the future at an additional cost.

The lump sum price excludes services by third-party or TRC safety/confined space entry professionals that will accompany TRC's inspection operation. TRC will apply no surcharge or markup to these services. Upon the Town's acceptance of TRC's technical approach and staff experience, TRC will solicit quotes from qualified third-party providers.

Assumptions / Limitations / Clarifications / Exclusions

Our current scope does not include services, unless specifically described herein. Any additional services requested can be undertaken on a time-and-materials basis or a negotiated lump sum fee.

1. Existing plans are not available.
2. There are no previous inspection reports for these structures.
3. Access to the project sites or other land upon which TRC is to conduct any field work will be available to TRC personnel in a timely manner.
4. The client will give TRC prompt notice whenever it observes or otherwise becomes aware of any development that affects the scope or timing of TRC's performance.
5. Pricing is based on performing the field work in one trip. If multiple trips are needed, pricing would need to be adjusted.
6. We have included attendance of up to two online meetings with the Town.
7. We have included scope for making one (1) revision during the design phase of the project based on the Town's review comments. If additional changes are needed, we will require a scope change for this additional effort.
8. The client will examine and provide comments and/or decisions concerning TRC deliverables within a period of (15) fifteen working days.
9. Attending meetings with the VDOT, DEQ, or any other jurisdictional authority is not included.
10. Preparing a site plan for formal submission to the Town, VDOT, or any other jurisdictional authority is not included.
11. Presenting our report to public officials or attending public meetings is not included.

12. All coordination and communication with Town officials, residents, and business owners will be handled by the Town.
13. Preparation of graphics for presentations is excluded.
14. The scope is limited to Structural Engineering, therefore, preparing erosion and sedimentation, drainage, stormwater management, or other civil plans is not included. Note: our scope is limited to calling out existing surface infrastructure to be replaced in-kind. We therefore have not included scope to design upgrades to surface infrastructure such as sidewalks, ADA ramps, curbs, walls, signs, railings, storm drainage, trees/landscaping, driveways, etc.
15. Surveying services such as topographic, 3D scanning, as-builts, underground utility designation (SUE), construction staking, boundary lines, rights-of-way, and easements are not included.
16. Base files will utilize Town GIS or aerial imagery.
17. Repairs and replacement limits will be located via dimensions from the culvert inlets.
18. Environmental services are excluded. If wetland delineation, RPA/RMA, Waters of the US, investigations and permitting are needed, we can prepare a scope to add those services if/as needed.
19. We have assumed all the repairs can be accomplished without any impact to adjacent utilities, therefore the cost to investigate or prepare designs for these services is excluded.
20. Material testing is excluded.
21. Load rating analysis is excluded.
22. Geotechnical assessment concerning allowable soil bearing capacity or suitable site conditions related to settlement or differential settlement is excluded.
23. Traffic control plans are excluded.
24. Investigating or performing hydraulic or drainage studies and calculations is excluded.
25. Investigating the floodplain is excluded.
26. Preparing permit documents is excluded.
27. Contract documents, Bidding, and Construction Phase Services (consultation and construction monitoring) are excluded.
28. Providing Value engineering services or participating in a Value Engineering exercise is excluded.
29. Deliverables will be provided as PDF files to the client regarding the report and plans.
30. Scope to address review comments by third-party entities or contractors during the design process, is not included.
31. If the scope of work or schedule for this project is revised by others after acceptance of this proposal, we reserve the right to re-negotiate our schedule and fee accordingly.
32. Compensation and schedule are based on receipt of authorization to proceed within thirty (30) calendar days of the date of this Work Order Proposal. TRC reserves the right to adjust its compensation if authorization to proceed is not received within thirty (30) calendar days.
33. Reimbursable expenses such as mileage, printing, and postage are included in the above-listed lump sum fee.

Please do not hesitate to contact me at 724.840.2233 if you have any questions or wish to discuss this Proposal. If the proposal is acceptable, please sign where indicated below and return one copy for our records. This also will serve as authorization for TRC to proceed.

REQUESTED AND AUTHORIZED:

By: Town of Farmville

Name: _____

Title: _____

Signature: _____

Date: _____

Sincerely,

TRC Engineers, Inc.



William R. Wieserman III, PE, CBSI, NCTI
Structural Discipline Lead



Gregory A. Smith, P.E., DBIA, LEED AP BD+C
Director of Civil Engineering

wrw



Town of Farmville

Agenda Item Summary

MEETING DATE: February 11, 2026

ITEM NUMBER: 16.a. – 2.2-3711 A.1 Discussion of salaries for the upcoming budget for the Town Manager and Clerk of Council as appointees, the performance of the town manager, and discussion and consideration of prospective candidates for appointments to the Board of Zoning Appeals and Farmville Industrial Development Authority, and
2.2-3711 A.3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and
2.2-3711 A.29 Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

BACKGROUND: Mr. Mayor, I move that the Farmville Town Council convene in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of

2.2-3711 A.1 Discussion of salaries for the upcoming budget for the Town Manager and Clerk of Council as appointees, the performance of the town manager, and discussion and consideration of prospective candidates for appointments to the Board of Zoning Appeals and Farmville Industrial Development Authority, and

2.2-3711 A.3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, and

2.2-3711 A.29 Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None