

Finance

**COUNTY OF AUGUSTA
VIRGINIA**



**FY 2019-20 OPERATING BUDGET
AND
FY 2020-24 CIP AND BUDGET**

A G E N D A

BUDGET WORK SESSIONS

AUGUSTA COUNTY BOARD OF SUPERVISORS

COUNTY ADMINISTRATOR'S CONFERENCE ROOM
GOVERNMENT CENTER, VERONA, VA

ITEM NO.

DESCRIPTION

MONDAY, MARCH 18, 2019, AT 8:30 A.M.

- | | |
|-------------------|--|
| 8:30 A.M. | 1. REVENUES |
| 9:30 A.M. | 2. EXPENDITURES |
| 12:00 P.M. | LUNCH – UPSTAIRS KITCHEN |
| 1:30 P.M. | 3. SCHOOL BOARD/AGENCIES BUDGET (UPDATE) |
| 2:30 P.M. | 4. PERSONNEL (CLOSED SESSION) |
| 3:00 P.M. | 5. CAPITAL |
| 4:00 P.M. | 6. TAX RATES/FEEES |
| 4:30 P.M. | 7. BUDGET ADVERTISEMENT |
| 5:00 P.M. | 8. ADJOURN |

MOTION TO GO INTO CLOSED SESSION

March 18, 2019

(In)	MOTION:_____	SECONDED:_____	VOTE:_____
(Out)	_____	_____	_____
Certify	_____	_____	_____

Motion to go into Closed Session pursuant to provisions of Section 2.2-3711 of the Code of Virginia:

- (1) the personnel exemption under Virginia Code § 2.2-3711(A)(1) [discussion, consideration or interviews of (a) prospective candidates for employment, or (b) assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific employees]:

- A) County Administrator
- B) County Attorney

COUNTY OF AUGUSTA, VA

18 Government Center Lane
P. O. Box 590, Verona, Virginia 24482-0590
(540) 245-5618, FAX 245-5621



March 18, 2019

M E M O R A N D U M

TO: BOARD OF SUPERVISORS

FROM: Timothy K. Fitzgerald, County Administrator **TKF**

SUBJECT: FISCAL YEAR 2019-20 OPERATING BUDGET

It is my pleasure and honor to submit to you for consideration the Fiscal Year 2019-20 budget. This budget is balanced and provides for a spending plan for the next fiscal year. The budget has been prepared in accordance with section 15.2-2503 of the Code of Virginia as amended. The budget is comprised of multiple funds, including General, Fire Revolving, Asset Forfeiture, Economic Development Authority, Revenue Recovery, Shenandoah Valley Social Services, various Education funds, Debt Service and Capital Improvement.

The total fiscal year 2020 budget is \$98,661,229 which is an increase from fiscal year 2019 in the amount of \$2,802,034 or 3%. In order to fulfill the need of submitting a balanced budget, I have cut \$6,083,034 from agency requests. While these requests were well thought out, there simply was not enough revenue to cover all requests. A complete list of the cuts can be found in supporting department documentation.

REVENUES:

As of January 1st, 2019 the total assessed value of all taxable property in Augusta County was:

REAL ESTATE:	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$6,991,749,207	<u>Levy</u> \$44,048,020
PERSONAL PROPERTY:	<u>Tax Rate</u> \$2.50/\$100 \$2.00/\$100	<u>Assessment</u> \$ 584,625,920 \$ 117,830,060	<u>Levy</u> \$14,615,648 \$ 2,356,601

REVENUES CONT:

PUBLIC SERVICE:	<u>Tax Rate</u>	<u>Assessment</u>	<u>Levy</u>
REAL ESTATE:	\$.63/\$100	\$452,288,254	\$2,849,416
MOBILE HOMES:	<u>Tax Rate</u>	<u>Assessment</u>	<u>Levy</u>
	\$.63/\$100	\$ 36,802,270	\$ 231,854
MACHINERY & TOOLS:	<u>Tax Rate</u>	<u>Assessment</u>	<u>Levy</u>
	\$2.00/\$100	\$ 216,134,200	\$4,322,684

Levies are increased by additional estimated growth to arrive at an approximate assessment. Reductions for collections rate, tax increment financing payments and exemptions per the Code of Virginia are applied to arrive at a final budget figure. Estimates for tax increment financing commitments and exemptions per the Code of Virginia total \$692,000 and \$172,000 respectively. Total estimated growth in property tax revenue totals \$1.7 million or 3%. The FY19-20 budget is balanced assuming that the County's current tax rates are not changed. The following is a partial listing of tax rates and the revenue generated for each 1 cent increase in the tax rate:

Real Estate 63¢	=	\$703,000
TPP \$2.50	=	\$ 60,000
\$2.00	=	\$ 12,000

OTHER LOCAL TAXES:

Other local taxes show an estimated growth of \$451,000 or 3%. This category encompasses 16% of total revenues in the general fund. Consumer spending drives the success of local taxes, and due to the stable economy, sales, business license, and recordation taxes have grown. Tax increment financing commitments reduced revenue estimates for other local taxes by \$160,000.

OTHER REVENUES:

For Calendar year 2018, the County issued 779 building permits for a total of \$100 million in value. The number of new single family permits dropped slightly from 2017's 167 permits to a total of 152.

STATE FUNDING:

State funding is the third largest funding source for the general fund at \$12.2 million dollars or 12%. Revenues from the Commonwealth continue to show a decline in communications tax, which is offset by the Compensation Board's growth based on the General Assembly action, for a net increase of \$105,000.

FEDERAL FUNDING:

Federal funding remains steady with a slight increase of \$8,000.

EXPENDITURES:

The budget, as presented, is balanced with anticipated expenditures covered by estimated revenues. Below is an explanation of primary expenditure requests.

PERSONNEL:

Developing and supporting an excellent workforce remains a priority. The balanced budget recommends a 3% cost of living and merit increase for all full and part-time employees effective January 1, 2020 (budget impact of 1.5% for half year). The merit component would be based on the fall 2019 evaluations.

Health insurance is expected to increase 7% for CY2020. The County implemented Health Insurance Plan changes in CY2017, to manage employer benefit costs in the general fund. The FY2020 budget includes the use of the health insurance reserve in the amount of \$209,000.

The VRS (Virginia Retirement System) rate for the County employee continued stale at 9.43% for the second of year of the FY19/FY20 biennium.

Departments requested twenty positions in FY2020. Included in the balanced budget are six of the requested positions.

- **2 ECC Dispatchers:** Due to our high turnover rate we are in a constant state of training new dispatchers. With the increase in call volume, it has become very difficult for the shift supervisor to perform their dispatch duties, oversee the other dispatchers and train a new person. Since 2010, incident volume has increased 15%. The amount of telephone calls have increased 28%. Handling these increases with the same amount of staff has become very problematic. For example, our Sheriff 1 channel is overloaded during daylight and evening hours and a single dispatcher cannot handle the volume of traffic that the Sheriff's office is generating. The addition of 2 dispatchers will help to solve these issues.

EXPENDITURES CONT:

- **Shared Economic Development and Parks and Rec Coordinator:** The Marketing Coordinator budget allocation will be adjusted to reflect the positions' workload, 75% Parks and Rec/25% Economic Development. Both Economic Development and Tourism budgets are funded through meals tax and lodging tax, respectively. The County has a moral obligation to spend that tax revenue on intended budget expenses, and this change ensures the obligation is met. It will create availability of funds in the Economic Development budget for the shared project coordinator position. Furthermore, on the Parks and Rec side the current program coordinator position will be adjusted so 100% of that position is spent on programming. The administrative projects this position is currently tasked with will be transferred to the shared project coordinator position. This creates an increase in programming opportunities with an additional revenue estimated at \$68,000.
- **Public Information Officer:** The County continues to have a need for a Communications Manager. Over the last year we have seen many issues where a Communications Manager would have been a great asset. There has been an increase in the desire for citizens to receive information. This position will be the resource that can help to fulfill this need and it lends to Shared Services with other agencies. Furthermore the position will:
 - ✓ Nurture relationship with press
 - ✓ Provide information to public in layman terms
 - ✓ Generate positive stories for dissemination including assisting departments that currently distribute press releases for their own purposes
 - ✓ Assist in research funding and/or drafting grant applications
 - ✓ Manage website and social media presence
 - ✓ Encourage citizen input into local government processes
 - ✓ Foster employee information and relations, including development and management of an intra-net
 - ✓ Assist with elected official's remarks for speaking events
 - ✓ Organize information/resources for public access
- **ALS Training Specialist:** This position will be responsible for EMS training throughout the Volunteer and Career system. This position will allow an opportunity for providers to keep their certifications by teaching classes that they get certification hours for. This position will also teach the AEMT program that will allow providers to upgrade their skills and certification level. Currently providers have to go to other localities to get the needed training. The addition of this

EXPENDITURES CONT:

position will allow the County to conduct this training in house. This position will play a key role in the accreditation of our EMS program going forward.

- **1 Ground Maintenance Worker:** In 2007, the County had two grounds maintenance workers; since then we have added the Augusta Springs Park, the Deerfield Park, Natural Chimneys Park and Campground and the Trails at Mill Place to the facilities that we maintain. This list does not include many additions that we have had to drainage easements as well. The maintenance of these facilities is significant and with limited staff we often are simply getting the minimum completed. We are often contracting work out that we could be doing ourselves with additional staff. This additional staff member will help to ensure that our facilities are maintained going forward.

Also included in the balance budget is a reclassification and pay increase for our ECC Dispatchers.

Turnover is large problem in our communication center. There are many contributing factors to this turnover and unfortunately some are issues are inherent to the job and cannot be changed. However, other factors that lead to a high attrition rate are within our powers to fix. APCO Project RETAINS announced that research had proven turnover rates for Communications' Centers in the U.S. were at 19%. An increase of 3% since 2005 and still reflects a higher turnover rate than the teaching and nursing industries which both have highly publicized staffing crises. It is common knowledge that the public safety communications industry has suffered from an inability to effectively recruit and retain employees. Several factors affect staffing: Economics, such as a drop in unemployment rates and an increase in private sector pay, has heavily impacted applicants. Technology is another huge issue. Dispatchers no longer answer one phone line; it is now (22) lines. A visit to our Communication Center reveals consoles covered in various computer components for radios, telephones, computer aided dispatch and mapping. Recently, ECC has had trouble retaining employees due to other dispatcher centers with higher salaries and less work load recruiting our trained staff. Other agencies have begun offering incentive pay and pay increases. It is for these reasons that the balanced budget contains a 5% pay adjustment, which will move entry-level compensation closer to neighboring salaries.

EDUCATION:

Education remains a priority in this balanced budget. The County's FY20 budget includes a proposed direct operating transfer to the School fund in the amount of \$44,077,758, which includes \$1,341,283 in new revenue from the shared revenue growth formula.

GENERAL GOVERNMENT:

General Government includes all County departments. In the balanced budget, non-payroll expenditures for departments remain flat or down.

OUTSIDE AGENCIES:

The County assists with funding to multiple community and regional agencies. The most significant increase in requested funding is from Middle River Regional Jail Authority due to the continued growth in inmate days both in overall number, as well as Augusta County's percentage (34.83%). Utilities, medical, supplies and food expenditures all rise with the increase of population. Nominal increases were made to the Valley Community Services Board (VCSB) to further close the gap in requested funding, provide additional services or implement regional efforts to apply formula changes.

Finally, the budget reflects the local match required for the Children's Services Act (CSA) to provide services to youth and families. This expenditure continues to increase substantially due to the number of children coming into care and who need specialized education services. The FY2020 budget includes the use of the CSA reserve in the amount of \$250,000.

BALANCED BUDGET:

As in past years, we have provided a balanced budget for your consideration. Because we have proposed budget reductions to balance the budget does not mean the unfunded requests are without merit. We recognize that the Board reserves the right to modify revenues and expenditures to meet community needs. It is our role to assist the Board by providing a base budget (balanced with existing revenue) developed with the input of county agencies and constitutional officers. Additionally, the public and non-profit agencies have been provided an opportunity to submit their requests for taxpayers supported contributions.

REASSESSMENT:

The 2019 reassessment is not included in the balanced budget as presented. Provided the Board continues forward with the current real estate tax rate of 63 cents per 100, an additional \$2.4 million in revenue will be available for allocation. Traditionally this revenue is shared 50/50 with the School Board. Under this traditional scenario the County would receive \$1.2 million in additional revenue for the FY 2019-20 budget. With this additional revenue I would recommend the follow allocations.

- 4 part-time deputy positions to serve as school resource officers. \$75,000
- Funding toward Courthouse capital. \$600,000
- Funding toward Fire/Rescue capital. \$300,000
- Funding toward ECC capital. \$225,000

ACKNOWLEDGEMENTS:

The development of a budget is not without the participation and assistance of a great number of people. I would especially like to thank Jennifer Whetzel and Misty Cook for their leadership, Jean Shrewsbury and her office for revenue projection assistance, Faith Duncan, Lora Swortzel and Angie Michael for their patience and willingness to run calculations and preparing drafts. Department Heads, Constitutional Officers, and the Superintendent of Schools have been most cooperative throughout the development of this budget.

January 2, 2019

MEMORANDUM

TO: Timothy K. Fitzgerald

RE: Proposed FY2019-20 Budget Calendar

Department Requests to County Administrator	1/29/19-2/8/19
Board of Supervisors Work Session	3/18/19 <i>Special Meeting</i> 3/25/19 morning 3/26/19 <i>Special Meeting</i>
Advertise Tax Rate 15.2-2506 Code 58.1-3321)	4/3/19 (Proposed due to State)
Advertise Budget 15.2-2506	4/10/19
Public Hearing 15.2-2506	4/17/19 <i>Special Meeting</i>
Adopt Budget 15.2-2503	5/1/19 <i>Special Meeting</i>

Original: 12/4/18
Revised: 12/21/18, 12/27/18

TOURISM and ECONOMIC DEVELOPMENT BUDGET

FY2019-2020

	FY16-17	FY17-18	FY18-19	FY19-20
Revenue				
Meals 10% (Moral)	\$ 250,000	\$ 255,000	\$ 255,000	\$ 255,000
Lodging 50% (Code)	330,000	330,000	330,000	330,000
	<u>\$ 580,000</u>	<u>\$ 585,000</u>	<u>\$ 585,000</u>	<u>\$ 585,000</u>
Expenditures				
81020-5603 Tourism Development*	\$ 122,105	\$ 117,590	\$ 116,590	\$ 116,590
81050-Misc. Economic Development	298,115	307,030	307,530	307,530
81020-5679 SVRA	134,080	134,080	134,080	134,080
81020-5698 Fine Arts Grant	5,000	5,000	5,000	5,000
81020-5706 Farmers' Market	-	-	-	-
80000-8139 Tourist Information Center	10,000	10,000	10,000	10,000
81020-5700 Augusta County Fair	8,200	8,800	8,800	8,800
81020-5704 Fields of Gold (PDC)	2,500	2,500	3,000	3,000
	<u>\$ 580,000</u>	<u>\$ 585,000</u>	<u>\$ 585,000</u>	<u>\$ 585,000</u>
*Tourism Development (81020-5603)				
Regional Marketing	\$ 20,000	\$ 20,000	\$ 20,000	\$ 25,000
SVTA	-	-	-	-
Frontier Culture TIC	7,266	7,266	7,266	7,266
Afton TIC	-	-	-	-
Special Projects	42,645	62,145	61,145	67,945
Contingency	52,194	28,179	28,179	2,765
Position	-	-	-	13,614
	<u>\$ 122,105</u>	<u>\$ 117,590</u>	<u>\$ 116,590</u>	<u>\$ 116,590</u>

New Positions Requested
FY 2020

<u>AGENCY</u>	<u>NUMBER OF POSITIONS</u>	<u>TITLE</u>	<u>SALARY</u>	<u>FRINGES</u>	<u>LOCAL ONLY</u>	<u>CO. ADMIN BUDGET</u>
County Administrator	1	Communications Manager	\$ 57,498.00	\$ 19,231.24	\$ 76,729.24	\$ 76,729.24
Commissioner of Revenue	1	Tax Examiner* offset by PT positions	\$ 30,278.00	\$ 14,008.76	\$ 44,286.76	
			\$ (25,000.00)	\$ (1,912.50)	\$ (26,912.50)	
IT	1	GIS Systems Technical	\$ 38,755.00	\$ 16,544.79	\$ 55,299.79	
Commonwealth Attorney	1	Attorney	\$ 60,445.00	\$ 19,745.14	\$ 80,190.14	
	1	Paralegal	\$ 36,888.00	\$ 15,274.01	\$ 52,162.01	
Sheriff	4	PT SRO	\$ 75,000.00	\$ 5,737.50	\$ 80,737.50	
ECC	4	Public Safety Dispatcher I (Grade 18)	\$ 140,444.00	\$ 59,705.21	\$ 200,149.21	\$ 100,077.85
Fire & Rescue	1	Budget Analyst (Grade 22)	\$ 40,718.00	\$ 15,757.30	\$ 56,475.30	
Fire & Rescue Training	1	ALS Trainer	\$ 44,942.00	\$ 18,695.33	\$ 63,637.33	\$ 63,637.33
	1	Fire Specialist (Grade 23)	\$ 42,778.00	\$ 18,191.41	\$ 60,969.41	
Maintenance	2	Grounds & Park Facility Maintenance (Grade 18)	\$ 66,842.00	\$ 30,851.03	\$ 97,693.03	\$ 48,846.52
Community Development	1	E&SC/SWM Inspector (Grade 19)	\$ 35,111.00	\$ 15,762.70	\$ 50,873.70	
	1	Planner I	\$ 40,718.00	\$ 16,965.62	\$ 57,683.62	
Parks & Rec	0.75	Project Coordinator (Shared Position)* offset by increased P&R revenues	\$ 29,066.25	\$ 12,430.67	\$ 41,496.92	\$ 41,496.92
Economic Development	0.25	Project Coordinator (Shared Position) offset by townsm funding	\$ 9,688.75	\$ 4,160.17	\$ 13,848.92	\$ 13,848.92
Total	21		\$ 724,172.00	\$ 281,148.38	\$ 1,005,320.38	\$ 344,636.78

* Request PT positions to FT status

** Request for promotion of existing staff

Reclassifications
FY 2020

<u>Department</u>	<u>Number of Positions</u>	<u>Current Grade</u>	<u>Dept. Request Grade</u>	<u>HR Recommends Grade</u>	<u>Additional Duties</u>	<u>* Cost</u>	<u>Co. Admin. Recommends</u>	<u>Co. Admin. Budget</u>
<u>County Administrator</u> Hensley, Candy		32	34		No	\$ -	\$	-
<u>Commissioner of the Revenue</u> Shrewsbury, Jean (3% COMP BD)					No	\$ -	\$	3,913.46
<u>Treasurer</u> Homes, Rick (3% COMP BD)					No	\$ -	\$	3,913.46
Weaver, Alania (5%)					No	\$ 1,729.82	\$	-
<u>II</u> Montague, Stephen	1	16	20		No	\$ 5,136.37	\$	5,136.37
<u>Registrar</u> Messick, Constance I (2% COLA)					No	\$ 1,326.08	\$	1,989.11
<u>Circuit Court Judge</u> Simmons, Ashleigh H (10%)					No	\$ 4,442.70	\$	-
<u>Clerk of the Circuit Court</u> Brydge, Carol (3% COMP BD)					No	\$ -	\$	4,905.05
Shifflett, Kayla D (2%)					No	\$ 810.24	\$	-
Kimble, Rebecca (2%)					No	\$ 797.22	\$	-
<u>Commonwealth Attorney</u> Martin, Timolhy (3% COMP BD)					No	\$ -	\$	4,814.66

Reclassifications
FY 2020

<u>ECC</u>									
Craig, Mallory	21	22	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,601.55	\$ 2,601.55	\$ 2,601.55	\$ 2,601.55	\$ 2,601.55	\$ 2,601.55
Good, Donna (5%)			No	\$ 4,669.61	\$ 4,669.61	\$ 4,669.61	\$ 4,669.61	\$ 4,669.61	\$ 4,669.61
Lewis, Nicole	23	24	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,796.81	\$ 2,796.81	\$ 2,796.81	\$ 2,796.81	\$ 2,796.81	\$ 2,796.81
Irvine, Amanda	23	24	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,802.86	\$ 2,802.86	\$ 2,802.86	\$ 2,802.86	\$ 2,802.86	\$ 2,802.86
Lacey, Kevin	23	24	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 3,392.50	\$ 3,392.50	\$ 3,392.50	\$ 3,392.50	\$ 3,392.50	\$ 3,392.50
Hoffman, Karen	19	22	No	\$ 4,366.12	\$ 4,366.12	\$ 4,366.12	\$ 4,366.12	\$ 4,366.12	\$ 4,366.12
5% increase			No	\$ 2,100.92	\$ 2,100.92	\$ 2,100.92	\$ 2,100.92	\$ 2,100.92	\$ 2,100.92
Marshall, Jamie	23	24	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,884.14	\$ 2,884.14	\$ 2,884.14	\$ 2,884.14	\$ 2,884.14	\$ 2,884.14
Whitmer, Adrianna	18	21	No	\$ 4,401.12	\$ 4,401.12	\$ 4,401.12	\$ 4,401.12	\$ 4,401.12	\$ 4,401.12
5% increase			No	\$ 2,099.26	\$ 2,099.26	\$ 2,099.26	\$ 2,099.26	\$ 2,099.26	\$ 2,099.26
Sutherland, Brandi	19	20	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,328.66	\$ 2,328.66	\$ 2,328.66	\$ 2,328.66	\$ 2,328.66	\$ 2,328.66
Ramsey, Anthony	26	27	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 3,419.34	\$ 3,419.34	\$ 3,419.34	\$ 3,419.34	\$ 3,419.34	\$ 3,419.34
Seay, Tammy	19	22	No	\$ 4,032.29	\$ 4,032.29	\$ 4,032.29	\$ 4,032.29	\$ 4,032.29	\$ 4,032.29
5% increase			No	\$ 2,116.82	\$ 2,116.82	\$ 2,116.82	\$ 2,116.82	\$ 2,116.82	\$ 2,116.82
Fainter, Cole Michael	18	20	No	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55
5% increase			No	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83
Shultz, Jason	21	22	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,418.84	\$ 2,418.84	\$ 2,418.84	\$ 2,418.84	\$ 2,418.84	\$ 2,418.84
Marion, Candace C	18	20	No	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55
5% increase			No	\$ 1,989.82	\$ 1,989.82	\$ 1,989.82	\$ 1,989.82	\$ 1,989.82	\$ 1,989.82
Major, Sylvia	21	22	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,562.21	\$ 2,562.21	\$ 2,562.21	\$ 2,562.21	\$ 2,562.21	\$ 2,562.21
Sheffer, Savannah R	18	20	No	\$ 2,101.04	\$ 2,101.04	\$ 2,101.04	\$ 2,101.04	\$ 2,101.04	\$ 2,101.04
5% increase			No	\$ 1,991.61	\$ 1,991.61	\$ 1,991.61	\$ 1,991.61	\$ 1,991.61	\$ 1,991.61
Open Position	18	20	No	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55
5% increase			No	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83
Smith, Amarylis L	21	22	No	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5% increase			No	\$ 2,366.59	\$ 2,366.59	\$ 2,366.59	\$ 2,366.59	\$ 2,366.59	\$ 2,366.59
Open Position (Floater)	18	20	No	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55	\$ 2,138.55
5% increase			No	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83	\$ 1,989.83

2

Reclassifications
FY 2020

<u>Maintenance</u>									
Sprouse, Dwayne R	1	30	34	No	\$ 14,061.18	GRADE 32	\$	5,859.99	
<u>Community Development</u>									
Tate, Leslie C	1	29	32	No	\$ 9,259.38		\$	9,259.38	
<u>Sheriff</u>									
Smith, Donald (3% COMP BOARD)				No	\$ 3,687.00		\$	3,687.00	
Pay increase: 85 employees \$5000 ea				No	\$ 509,077.00				
Sergeant position in narcotics				No	\$ 5,813.00				
S.W.A.T. Increase (2 employees) \$2,400 each				No	\$ 5,167.00				
<u>Extension</u>									
Part-time to Full-time (4-H)	1			No	\$ 22,788.00				
Total Cost					\$ 656,060.79		\$	-	\$ 115,444.28

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* Includes Salary and Fringes

COUNTY OF AUGUSTA, VA

18 Government Center Lane
P. O. Box 590, Verona, Virginia 24482-0590
(540) 245-5618, FAX 245-5621



March 13, 2019

M E M O R A N D U M

TO: BOARD OF SUPERVISORS

FROM: Timothy K. Fitzgerald, County Administrator *TKF*

COPY: Augusta County Planning Commission

SUBJECT: CAPITAL IMPROVEMENTS PLAN AND BUDGET

The recommended Capital Improvements Budget for Fiscal Year 2019-20, along with the Capital Improvements Plan for the five years 2019-20 through 2022-24, is submitted for the Board of Supervisors' consideration (**attachment**). I am also forwarding the CIP to the Planning Commission for their review and consideration as it relates to the Comprehensive Plan.

A CIP offers a systematic approach to planning and financing capital improvements. Although capital improvement programming cannot totally eliminate inefficiencies and the element of chance, a well-prepared CIP can offer advantages such as:

- Anticipating future capital facility needs
- Correlating projects to community goals, financial capabilities and anticipated growth
- Eliminating duplication and poorly planned expenditures
- Encouraging cooperation with other governmental units
- Establishing work schedules and cost estimates
- Facilitating Federal and State Grants
- Facilitating private sector improvements consistent with the Comprehensive Plan
- Developing public support for capital expenditures

A funded or partially funded CIP can also serve as a "rainy day" fund for operating budgets in times of fiscal stress. Since 1990, there has been seven times that CIP earmarked funding has been used to offset operating budget revenue needs:

FY93-94	\$ 400,000
FY03-04	\$ 278,000
FY09-10	\$ 751,750
FY10-11	\$ 623,000
FY11-12	\$ 834,913
FY12-13	\$ 277,940
FY14-15	<u>\$1,296,421</u>
	\$4,462,024

This represents a reduction of \$4,462,024 in previously committed Capital funding. To re-establish this funding source would require adding 6¢ to our 63¢ existing tax rate (\$703,000 = 1¢). To equalize with School Capital funding, it would take an additional 10¢.

The Board allocated re-occurring capital funding of \$1.7 with the 2018 real estate tax increase. These funds offset a portion of the total capital funds previously used for operating.

The relationship between Capital and Operating budgets is always fluid. When "year end" fund balances occur, the CIP's depreciation accounts (DA) have been the primary beneficiary. These accounts include: Electoral Board Automation, Sheriff's Department Equipment, Fire/Rescue Equipment, Emergency Communications Equipment, Geological Information System (GIS) Equipment, Information Technology (IT), Library Automation, Vehicle Depreciation, Security Equipment, Parks and Recreation and Building Maintenance (HVAC, Roof, Carpet and Tile, Lighting, etc.).

2019-20 CAPITAL BUDGET SUMMARY

Specifically, the proposed capital improvement budget for Fiscal Year 2019-20 identifies needs totaling \$24,992,000. The amount of funds represented by the five-year CIP is \$96,546,000. Because the CIP is a multi-year planning document, the Board has the flexibility to modify its five-year priorities as circumstances dictate. To fund the capital budget, year-end fund balances and reassessments revenues have been supplemented by designated revenues, i.e., one third of consumer utility taxes, one third of BPOL license taxes, 90% of meal taxes, a portion of lodging taxes, rental income and the 1997 NADA TPP adjustment.

For Fiscal Year 2019-20 the following funding sources are earmarked for capital projects:

<u>General Operating</u>	<u>FY19-20</u>
Consumer Utility (1/3) (1993)	\$ 817,000
Business, Professional & Occupational License Tax (BPOL) (1/3) (1993)	1,167,000
Meals Tax (90%) (1992/1998)	2,187,000
General Reassessment (1993)	2,300,000
General Reassessment (1997)	1,210,000
TPP NADA Adjustment (1997)	950,000
General Reassessment (1/2-2001)	919,000
General Reassessment (2005)	2,424,000
Rental Income	256,000
Lodging Taxes	10,000
Revenue Recovery	200,000
Real Estate (2015)	898,350
Real Estate (2018)	1,704,685
	- 400,000 (1)
	- 278,000 (2)
	- 751,750 (3)
	- 623,000 (4)
	- 834,913 (5)

- 277,940 (6)
-1,296,421 (7)
-7,256,250 (8)
\$ 3,324,761

- (1) Reflects FY 93-94 CIP reductions to offset operating budget needs.
- (2) Reflects FY 03-04 CIP reductions to offset operating budget needs.
- (3) Reflects FY 09-10 CIP reductions to offset operating budget needs.
- (4) Reflects FY10-11 CIP reductions to offset operating budget needs.
- (5) Reflects FY11-12 CIP reductions to offset operating budget needs.
- (6) Reflects FY12-13 CIP reductions to offset operating budget needs.
- (7) Reflects FY14-15 CIP reductions to offset operating budget needs (School Board).
- (8) School Debt – Phases I, II, III, IV, V and VI.

In 1993 and 1997, the Board authorized 100% of the general reassessment for capital improvements. In 2001, the Board authorized 50% of the general reassessment for capital improvements (the remaining 50% was earmarked for teacher salaries). With the construction of Wilson Middle School, and renovations/expansions to Stuarts Draft and Wilson Memorial High Schools, \$2,424,000 of the 2005 reassessment was earmarked for school debt.

As previously stated, the CIP is a plan (versus the Capital budget) and it is a valuable exercise to identify needs regardless of the current funding availability. Doing so ensures that capital and infrastructure needs are not ignored and reminds us what future needs are on the horizon. The Capital Budget Fund had a December 31st balance of \$28.7 million. This fund can be broken down into a number of categories:

1. Infrastructure Accounts
2. Matching Grants (Recreation, ACSA and VDOT)
3. Depreciation Accounts
 - Board of Elections Automation
 - Library Automation
 - Fire-Rescue Equipment
 - Emergency Communications
 - Sheriff's Department Equipment
 - GIS Equipment
 - Parks and Recreation
 - IT Equipment
 - Security Equipment
 - Vehicles
 - Building/HVAC
4. Specific Capital Projects:
 - Landfill
 - Courthouse
 - Solid Waste Centers
 - County Schools
 - Flood Control Dams/Stormwater Management
 - Fire Training Center
 - Government Center
5. Grant Matches
 - Fire and Rescue Equipment - Volunteers
 - Hazardous Materials and Equipment

- Roads
- 6. Debt
 - Regional Jail
 - Juvenile Detention Home
 - Blue Ridge Community College
 - County Court Complex
 - Route 636 Road Project
 - Mill Place Commerce Park Water Tank
- 7. Reserves
 - Children Services Act
 - Department of Social Services
 - Economic Development
- 8. Regional Projects
 - Tourist Information Center
 - Firing Range

Also attached is a list of CIP projects and allocations based upon available Fund Balance and reoccurring CIP funding availability (**attachment**). It is significant to note that the CIP has an "unfunded" balance of \$10 million.

The following is an overview of the CIP by project area:

INFRASTRUCTURE

The seven infrastructure accounts allow Board members the flexibility to address unique problems and needs in their magisterial districts. These accounts have also been used to study problems, leverage other funding sources and expedite projects. Since FY2010, funding for this account has been substantially reduced:

	<u>Per District</u>	<u>Total</u>
FY2009	\$200,000	\$1,400,000
FY2010	\$100,000	\$ 700,000
FY2011	\$100,000	\$ 700,000
FY2012	\$ 50,000	\$ 350,000
FY2013	\$ -0-	\$ -0-
FY2014	\$ -0-	\$ -0-
FY2015	\$ 25,000	\$ 175,000
FY2016	\$ 50,000	\$ 350,000
FY2017	\$ 50,000	\$ 350,000
FY2018	\$ 50,000	\$ 350,000
FY2019	\$ 50,000	\$ 350,000

PUBLIC WORKS

A) Stormwater

Stormwater management continues to be a State and local problem. Many of our older subdivisions have inadequate storm drainage systems, or the systems are in need of repair. In addition, regional stormwater management planning, especially for areas in industrial, commercial, and small lot residential subdivisions, continues to hold promise,

particularly when a public/private partnership presents itself as a viable option. This account provides seed money or leverage to address these issues.

Up to \$40,000 a year has been earmarked in the past to fund Stormwater projects under this program, individual projects up to \$20,000 have been eligible for this funding. Projects above this amount require Supervisor funding from their individual infrastructure accounts or public-private partnerships.

B) **MS4**

In 2014, the County became a regulated Municipal Separate Storm Sewer System (MS4) community and a Virginia Stormwater Management Program (VSMP) Authority. These programs, which are mandated by state code, will significantly increase the level of investment in stormwater management infrastructure, and will require that the county plan for the associated long term maintenance responsibilities. The VSMP program will lead to additional privately funded facilities for the county to maintain in residential subdivisions. The MS4 program, in order to meet yet to be determined Total Maximum Daily Load (TMDL) discharge limits, will require significant investment on the County's part for planning, design, construction and maintenance. The MS4 area is approximately 8,800 acres with less than 100 acres outside of the Urban Service Areas designated by the County. While the MS4 plan has not yet been fully developed, it is likely that the county will need to retrofit the old plan and develop new stormwater management measures to meet the required pollutant reductions.

The County is developing and implementing a MS4 program to minimize the discharge of pollutants through and from the MS4 area into state waters. This program must include six elements, or "Minimum Control Measures"

- Public Education and Outreach
- Public Participation / Involvement
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post-Construction Runoff Control
- Pollution Prevention / Good Housekeeping

In order to determine the precise needs and priorities for improvements, the County can explore the feasibility of carrying out more detailed studies of countywide stormwater management needs. The cost of a countywide study could exceed \$1 million. The cost to fund regional stormwater detention facilities, both MS4 and non MS4 storm sewers, could exceed \$25 million. The industry standard to maintain stormwater infrastructure averages \$30/acre/year to \$150/acre/year depending upon density. Considering the acreage for both the MS4 regulated area and the Urban Service Areas (41,000 acres plus/minus) the cost would be \$1,230,000 to \$6,150,000 annually. Many communities are enacting stormwater management fees to offset the construction and maintenance cost of these facilities. Funding for implementation of the program is included in current and future capital budgets.

C) **Roads**

Roads continue to be a priority of the Board and our citizens. Statewide, the competition for Smart Scale and Revenue Sharing funding is intense. Augusta County has aggressively sought additional VDOT funds by participating in the Revenue Sharing program (50% local match). VDOT funding plan HB2 uses criteria specific to regions to establish a ranking system for potential projects.

The County has been successful in applying for and receiving funding for projects through the Smart Scale funding process. Projects that are currently on the approved list are the I-81 exit 235 turn lanes and the intersection of Mill Place Parkway, Route 612, and the Woodrow Wilson Roundabout.

Smart Scale funding is open for application every two years. We will continue to develop projects and prepare them in order to have solid applications for funding in the future.

EDUCATION

Since 1992, the County has authorized \$182.2 million in bonds for School construction projects. Projects include:

PHASE I (\$2.4M)

Stuarts Draft Middle
Cassell Elementary
Riverheads Elementary
Beverley Manor Middle
Wilson Elementary

PHASE II (\$14.7M)

Stuarts Draft Elementary
Clymore Elementary

PHASE III (\$25.2M)

Ft. Defiance High
Buffalo Gap High
Riverheads High

PHASE IV (\$24.3M)

North River Elementary
Craigsville Elementary
Stump Elementary
Churchville Elementary

PHASE V (\$55.1M)

Wilson Middle School
Stuarts Draft High
Wilson High

PHASE VI (\$60.5M)

Wilson Middle School
Wilson Elementary School
Riverheads Elementary School
Cassell Elementary School

In June 1990, School debt totaled \$5,639,604. As of June 2018, School debt totaled \$75.6 million. Since 1990, principal and interest costs have increased from \$876,000 in FY90 to \$8.9 million in FY18.

The Board, on September 22, 2010, authorized the School Board to proceed with Capital Improvements within the Board of Supervisors currently authorized annual debt appropriation (\$7,256,250).

PUBLIC SAFETY

A) Detention

With the opening of the Regional Jail in 2006, the rated capacity increased from 90 to 402. With double bunking, and the use of dormitory style bunking, we are able to house 925 prisoners. The bonded cost of the Regional Jail is \$21.1 million. The debt payment is \$1,953,000 annually of which Augusta County's share is \$681,642 based upon our three-year average of prisoner days (34.83%). The DOC's "out-of-compliance" backlog in local and regional jails continues to exist and Jail staff proactively works with DOC to have as many inmates transferred as possible. With Rockingham and Harrisonburg joining the Authority, our percentage of debt has dropped from 39.41% to 34.83%.

Due to the rising inmate population there has been a significant increase in expenditures for the Regional Jail. Costs for medical care, food, supplies and utilities are directly related to the population housed. Future plans for out-side bed rentals or expanding the facility are under consideration by the Authority. A 1.13% increase in percentage of usage by Augusta County equates to an \$110,000 increase in the operating budget alone. The County's share of annual debt for the Middle River Regional Jail and the Shenandoah Valley Regional Detention Home is:

MRRJ	\$681,642
SVRDH	<u>141,333</u>
	\$822,975

B) E-911

The next step in improving the E-911 system will be to bring the existing system to an IP based solution, which will allow for capabilities such as GPS location, text messaging and database queries to meet radio users expectations. The Emergency Communications Center will need to upgrade its narrowband Motorola analog UHF wide band simulcast radio system. The Center has seven frequencies, with one talk around frequency. The current radio system will not be able to meet the expectations of radio users for the long term. Federal grant money is only available for Project 25 (P25) capable equipment, which supports analog, repeater, and simulcast voting topologies. Upgrades bring the existing system to an IP based solution and opens up options to add more sites, more equipment, more channels and more features. It allows for the ability to link to other networks for mutual aid and regional or statewide networks.

C) FIRE AND RESCUE

The recommendations proposed in previous fire and rescue studies, as well as the Strategic Plan recommendations suggested in recent years, continue to impact the operating budget, as well as the capital budget. While this is recognized and accounts have been established in capital for apparatus, the Training Center, and volunteer equipment, the needs associated with maintaining and supporting a combination system continue to escalate.

Fire and rescue station infrastructure; 17 stations total countywide, 4 of which are County owned, are aging and need to be considered with regard to future upgrades and/or new construction.

In addition to having County owned fire apparatus; 4 Engines, 1 Tanker, 2 Squads, 2 Ladder Trucks, and numerous other support fire related apparatus, Augusta County Fire-Rescue has acquired ten (10) County owned ambulances over the past several years that are providing service delivery from both County owned stations, as well as through partnerships with volunteer stations.

The Training Center and Training Division, inclusive of both fire and EMS remain a key element in assuring that both the career and volunteer system have the resources and facilities to deliver necessary training to provide skilled and capable personnel to meet present and future public safety needs.

D) COURTS

Capital costs to address the three courts projects will be significant. Capital funding has been set aside to begin the design and construction process. A financial plan will be established when the architect provides estimates for the three projects. It is anticipated debt service will be included in the FY2021 or FY2022 budget.

E) LANDFILL

Over the years, the County has expended millions to purchase additional land, to close the "old" landfill, develop a public use site, and construct an environmentally responsible "new" Regional Landfill. Phase 1 of the "new" landfill was opened in the fall of 1998. ACSA is currently filling in Phases 1-3 which are contiguous and expects to partially close the cells in the FY20 or FY21 timeframe. The closure estimates include installing an active gas collector and control system for Phases 1-3. ACSA believes that the construction of Phase 5 would be in FY23. The delay can be attributed to a number of factors:

- o Reduced Tonnage (economy driven)
- o Improved compaction
- o Change in daily cover from 6 inches of topsoil to a spray substance
- o DEQ approval of slope modification resulting in additional fill area

The Regional Landfill includes Staunton and Waynesboro, which share in capital and operating costs. All three member jurisdictions are also required to set aside funding for closure and post closure expenses of the new landfill. The County and Staunton are obligated to fund all post closure expenses on the old landfill.

OTHER CATEGORIES

This category represents funding for a variety of County projects. The following is a brief synopsis:

- A) **IT/GIS** – With technology rapidly changing, it is imperative we stay proactive in order to provide the best resources to both County staff and County residents. With Server and PC platforms changing so quickly, we find ourselves in a near constant cycle of replacement and upgrading of our equipment. We have also added many door security and cameras over the years. This equipment resides on our network and is our responsibility. During the past several years we have assigned toughbooks to over 100 users between Sheriff's office and Fire/Rescue personnel. We have moved our network to a virtual environments in hopes of providing the most stable backbone possible. At the same time, we move forward with Disaster Recovery needs with 'Off Site' replication, for both the network and financial system. Our web usage continues to improve the communication between the county, citizens and businesses. GIS continues to be a dependable resource for staff and citizens. Improved efficiency and quality of our data have come as a result of the high demand.

Cybersecurity has become a major focus in recent years. System improvements and end user training are imperative to protecting the County's IT infrastructure, software systems and data.

- B) **BLUE RIDGE COMMUNITY COLLEGE** – Recent Capital projects include a \$15 million, 40,000 gsf, Classroom and Student Services Administration addition to the Houff Student Center, a \$5 million non-general fund Parking Structure, and an \$18 million, 40,000 gsf Bioscience Center. Localities served by the Community College are responsible for the non-general costs of site work associated with projects, i.e. utility extensions, parking lots, roadways, external lighting, sidewalks, etc. Augusta County's share remains at \$137,585 a year.
- C) **LIBRARY** – The Library's six physical locations are community hubs and technology centers for county residents, while self-service online collections cater to area residents who are unable to travel to the library in person. As technology evolves, so do the unique needs of the Augusta County residents who feel the effects of the digital divide due to financial restraints or lack of digital literacy.

While several improvements and upgrades have been made, Library staff are currently able to meet the needs of only a portion of the county's citizens -- those within a convenient drive of our current locations. Every day we provide classes or one-on-one support to those in need of new technology skills as they face changes in conducting business, navigating government services, or achieving educational goals. In order to meet the needs of the rest of the county, the Library will develop a master plan for future locations, including branches or stations to serve the Northern end of the county where locals currently do not have ready access to our trained information professionals.

In addition, the Library will also create a master plan for facility upgrades to keep pace with the demands for more community space and varied technological needs. In the six years since the Fishersville Main Library underwent complete renovations, Augusta

County Library has only performed general cosmetic and security updates to its buildings and thus needs to plan for future facility maintenance and changes to keep locations convenient, healthy, and comfortable for visitors.

By investing in improved facilities, more locations, and technology, we can provide Augusta County residents with better access to technology resources, trained and knowledgeable staff, and community resources to further increase this area's viability for industry and economic development.

RECREATION FACILITIES - The County's Comprehensive Parks, Recreation, & OpenSpace Master Plan is being revisited and updated. This plan will continue to serve as the "blue print" for future recreation facilities. In the meantime, staff have completed a number of park projects since 2012 and continue to progress on others.

In partnership with the maintenance department, Parks and Rec assist in developing and maintaining County parks. Parks are an avenue for citizens to enjoy the outdoors, gather as a community and participate in sports or wellness activities. The County has six parks: Natural Chimneys, Augusta Springs (2012), Deerfield (2014), Crimora, Stuarts Draft and Mill Place Commerce Park (2018). Essential capital needs for the older parks are significant.

Staff have seen a significant increase in requests for use of the Fishersville Gym facility over the past two years. This increase is reflective of the deficit in gym space that the County has compared to demand, especially within its urban growth areas. Staff expect this need to be accurately reflected and conveyed through the revised Master Plan based on the initial citizen survey responses and then the public meeting stage. Major renovations would be needed for this facility to continue hosting the current uses and meet code while providing a safe and comfortable environment for citizens.

The Parks and Recreation Commission continues to serve as a resource for the allocation of recreation grants to community groups which have dedicated their time and energy to promoting recreation opportunities for our citizens. Since the program was initiated, over \$2.5 million has been authorized leveraging an estimated \$4.8 million in community, individual and corporate contributions.

- E) **SHENANDOAH VALLEY REGIONAL AIRPORT COMMISSION** - The Airport Commission has been successful over the past several years leveraging local funds to secure significant State and Federal Grants to improve facilities at the Shenandoah Valley Regional Airport (SHD). Projects underway or recently completed include renovations to runways and hangar design/construction. The Airport Commission has a Master Plan for the Airport which identifies existing conditions, forecasts demand and facilities that will be necessary to meet such demand over the next 15-20 years. The development and approval of a plan is required by both the Federal Aviation Administration and Virginia Department of Aviation in order for the Commission to secure funding for future projects from both agencies. Augusta County partners with Rockingham County, Staunton, Waynesboro and Harrisonburg to operate the Airport.

- F) **UTILITIES** – The County's Infrastructure Accounts have traditionally covered minor water and sewer extensions. The County's Comprehensive Plan, as well as Economic Development initiatives, often requires a financial commitment from the Service Authority. In such circumstances, it would be appropriate to participate in cost sharing proposals. Additionally, the issue of fire flow may require public-private and County-ACSA partnerships to address. In 2015, ACSA provided the County with a detailed list of potential fire flow improvement projects in each district, noting those that also had economic development benefits as well. The County's prioritization of Weyers Cave as the focus of new industrial and commercial growth will also require an expansion of the Weyers Cave wastewater treatment plant, which cannot be funded solely through increased sewer rates for ACSA customers. County participation in the funding of this project will be critical in order to move forward.
- G) **BUILDING SINKING FUND** – The Building Sinking Fund has been established based upon depreciation costs associated with HVAC, carpet and tile, roofs, lighting and painting. Replacement costs associated with solid waste/recycling container sites are also included in this account. Revenues generated from the rental of space at Government Center to State and Federal agencies contributes funding for this sinking fund.
- H) **GOVERNMENT CENTER** – Functionality of the Government Center continues to evolve. This account allows for funding of renovations and improvements to address Governmental space needs.
- I) **SOCIAL SERVICES BUILDING** – The current offices are located in a circa 1965 warehouse. The roofing system, along with HVAC systems, makes it extremely difficult to maintain and efficiently operate. We continue to look for opportunities to provide a consolidated facility at some point in the future.
- J) **ECONOMIC DEVELOPMENT** – This account has been used to purchase and develop Mill Place Commerce Park. Funding from this account has been used in the past to grade several sites in the Commerce Park to make them "shovel ready." Currently, the County is completing a Master Plan update for the Commerce Park. Additionally, funds from this account assists in progressing the site readiness of other key sites throughout the County. Funding from this account can be used to provide the required local match should Governor's Opportunity Fund (GOF), Industrial Road Access, Rail Access, or as other similar projects present themselves.
- K) **TOURISM**
The goal is help attract new visitors to Augusta County and enhance their visitor experience with tourist information centers and support of other key attractions. In an effort to meet our moral obligation, any tourism funding not spent in any given fiscal year as part of the general fund is moved into a tourism CIP for significant tourism projects.
- L) **GOVERNMENT BUILDINGS SECURITY** – It is important to monitor activities in and around various governmental buildings. Funding has been used to upgrade cameras and equipment to integrate it with our access control system. Since 2001, Homeland Security has been a high priority and we continue to see a need for additional security equipment.

- M) **FLOOD CONTROL DAMS** – NRCS has completed improvements to Robinson Hollow, Inch Run, Toms Branch, Mills Creek, and Todd Lake dams. Hearthstone Lake is in the construction phase. The non-Federal share for bringing dams into compliance is 35%. The State will participate with Augusta County in helping to offset the non-local costs for the facility (25%).
- N) **SOLID WASTE TRANSFER RECYCLING LOCATIONS** – Staff continually monitors demand and functionality of sites and assess existing and future locations as necessary. The Recycling Committee continues to provide recycling at 9 locations throughout the County and the Landfill. Staff monitors commodity markets and manages revenues and expenses. Currently, glass and plastic markets have dwindled to the point that the County has been forced into a position to consider not recycling these items.
- O) **VEHICLE SINKING FUND** – A depreciation account has been established for the replacement of law enforcement and other County vehicles.

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COUNTY OF AUGUSTA
CAPITAL IMPROVEMENTS PLAN
FISCAL YEARS 2020-2024

PROJECT	FISCAL YEAR ENDING JUNE 30TH					TOTAL
	2020	2021	2022	2023	2024	
PUBLIC WORKS:						
INFRASTRUCTURE	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	7,000,000
STORMWATER MANAGEMENT	123,000	123,000	123,000	123,000	123,000	615,000
LANDFILL	580,000	645,000	682,000	1,862,000	688,000	4,457,000
REVENUE SHARING-ROADS	500,000	500,000	500,000	500,000	500,000	2,500,000
SUB-TOTAL	2,603,000	2,668,000	2,705,000	3,885,000	2,711,000	14,572,000

SCHOOL PROJECTS:	7,256,000	7,256,000	7,256,000	7,256,000	7,256,000	36,280,000
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PUBLIC SAFETY:

JAIL (DEBT)	682,000	682,000	682,000	682,000	682,000	3,410,000
JUV. DETENTION HOME (DEBT)	141,000	141,000	141,000	141,000	141,000	705,000
COURTHOUSE (DEBT CONTRIBUTION)	500,000	2,500,000	2,500,000	2,500,000	2,500,000	10,500,000
EMERGENCY COMMUNICATIONS (DA)	3,290,000	1,575,000	1,496,000	1,484,000	498,000	8,343,000
FIRE & RESCUE APPARATUS (DA)	4,300,000	626,000	569,000	511,000	419,000	6,425,000
FIRE/ RESCUE TRAINING CENTER II	81,000	40,000	40,000	40,000	40,000	241,000
FIRE/ RESCUE CAPITAL (VOL.)	200,000	200,000	200,000	200,000	200,000	1,000,000
SHERIFF'S DEPARTMENT (DA)	245,000	49,000	44,000	35,000	24,000	397,000
FIRING RANGE	10,000	10,000	10,000	10,000	10,000	50,000
SUB-TOTAL	9,449,000	5,823,000	5,682,000	5,603,000	4,514,000	31,071,000

OTHER COUNTY PROJECTS:

G. I. S. (DA)	11,000	8,000	7,000	4,000	4,000	34,000
BLUE RIDGE COMM. COLLEGE	138,000	138,000	138,000	138,000	138,000	690,000
LIBRARY AUTOMATION/TECHNOLOGY (DA)	181,000	36,000	21,000	4,000	2,000	244,000
RECREATIONAL MATCHING GRANTS	210,000	210,000	210,000	210,000	210,000	1,050,000
RECREATIONAL COMM. CENTERS	148,000	18,000	18,000	18,000	18,000	220,000
RECREATION (DA)	1,195,000	57,000	57,000	57,000	54,000	1,420,000
SHEN. VAL. REG. AIRPORT COMM.	134,000	134,000	134,000	134,000	134,000	670,000
UTILITIES	200,000	200,000	200,000	200,000	200,000	1,000,000

DA=Depreciation Account

COUNTY OF AUGUSTA
CAPITAL IMPROVEMENTS PLAN
FISCAL YEARS 2020-2024

PROJECT	FISCAL YEAR ENDING JUNE 30TH					TOTAL
	2020	2021	2022	2023	2024	
OTHER COUNTY PROJECTS (CONTINUED):						
INFORMATION TECHNOLOGY (DA)	406,000	50,000	30,000	10,000	5,000	501,000
FINANCIAL SOFTWARE REPLACEMENT	450,000	450,000	450,000	450,000	150,000	1,950,000
ECONOMIC DEVELOPMENT	300,000	300,000	300,000	300,000	300,000	1,500,000
TOURIST INFORMATION CENTERS	10,000	10,000	10,000	10,000	10,000	50,000
GOVERNMENT CENTER SECURITY (DA)	164,000	25,000	24,000	18,000	17,000	248,000
VEHICLE SINKING FUND (DA)	1,122,000	384,000	360,000	320,000	271,000	2,457,000
FLOOD CONTROL DAMS	100,000	100,000	100,000	100,000	100,000	500,000
BUILDING SINKING FUND (DA)	864,000	288,000	261,000	233,000	224,000	1,870,000
ELECTORAL BOARD VOTING EQUIPMENT (DA)	51,000	42,000	42,000	42,000	42,000	219,000
SUB-TOTAL	5,684,000	2,450,000	2,362,000	2,248,000	1,879,000	14,623,000
USES - GRAND TOTAL	24,992,000	18,197,000	18,005,000	18,992,000	16,360,000	96,546,000
SCHOOL BORROWING	7,256,000	7,256,000	7,256,000	7,256,000	7,256,000	36,280,000
V. D. O. T.	500,000	500,000	500,000	500,000	500,000	2,500,000
RENTS	256,460	256,460	256,460	256,460	256,460	1,282,300
REVENUE RECOVERY	200,000	200,000	200,000	200,000	200,000	1,000,000
GENERAL FUND REVENUE	2,740,620	2,740,620	2,740,620	2,740,620	2,740,620	13,703,100
GENERAL FUND BALANCE	14,028,920	7,233,920	7,041,920	8,028,920	5,396,920	41,730,600
TOURISM (MEALS/LODGING)	10,000	10,000	10,000	10,000	10,000	50,000
SOURCES - GRAND TOTAL	24,992,000	18,197,000	18,005,000	18,992,000	16,360,000	96,546,000

CIP Accounts
#80000

	FY20 Requested	FY18/FY19 Fund Bal.	FY20 CIP Budget	FY20 Grant/ Rev. Budget	FY20 Total Exp. Budget
Infrastructure Accounts @ \$50,000	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Recreation Matching Grants @ \$15,000	\$ 105,000	\$ -	\$ 105,000	\$ -	\$ 105,000
Total	\$ 455,000	\$ -	\$ 455,000	\$ -	\$ 455,000
Depreciation Accounts					
Electoral Board Voting Equipment	\$ 51,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Library	\$ 198,000	\$ -	\$ -	\$ 17,000	\$ 17,000
Fire/Rescue Equipment	\$ 4,300,000	\$ 450,000	\$ 250,000	\$ 70,500	\$ 320,500
ECC	\$ 3,290,000	\$ 550,000	\$ 250,000	\$ 85,382	\$ 335,382
Sheriff's Dept. Equipment	\$ 245,000	\$ 50,000	\$ 25,000	\$ -	\$ 25,000
GIS Equipment	\$ 40,000	\$ -	\$ 23,035	\$ -	\$ 23,035
Parks & Recreation/Natural Chimney's	\$ 1,194,000	\$ -	\$ 75,000	\$ -	\$ 75,000
IT Equipment	\$ 406,000	\$ -	\$ -	\$ 70,562	\$ 70,562
Financial Software Replacement	\$ 1,950,000	\$ 250,000	\$ 200,000	\$ -	\$ 200,000
Security Equipment	\$ 164,000	\$ 31,047	\$ 25,000	\$ -	\$ 25,000
Vehicles	\$ 1,121,000	\$ 86,802	\$ 200,000	\$ 100,500	\$ 300,500
Buildings	\$ 863,554	\$ 500,000	\$ 256,460	\$ -	\$ 256,460
Total	\$ 13,822,554	\$ 1,917,849	\$ 1,329,495	\$ 343,944	\$ 1,673,439
General Projects					
Landfill	\$ 892,000	\$ -	\$ 200,000	\$ -	\$ 200,000
Fire Training Center	\$ 81,000	\$ -	\$ 25,000	\$ -	\$ 25,000
Flood Control Dams	\$ -	\$ -	\$ -	\$ 2,434,275	\$ 2,434,275
Stormwater Management	\$ 613,000	\$ 300,000	\$ -	\$ -	\$ -
Economic Development	\$ 300,000	\$ -	\$ 200,000	\$ -	\$ 200,000
Utilities	\$ 200,000	\$ -	\$ -	\$ 73,224	\$ 73,224
Tourist Information Center	\$ 10,000	\$ -	\$ 10,000	\$ -	\$ 10,000
Regional Firing Range (Fiscal Agent)	\$ -	\$ -	\$ -	\$ 52,000	\$ 52,000
VDOT Revenue Sharing	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Fire/Rescue Equipment-Volunteer	\$ 200,000	\$ -	\$ 200,000	\$ -	\$ 200,000
Hazardous Materials Grant	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
Transportation Enhancement Grant	\$ -	\$ -	\$ -	\$ 389,720	\$ 389,720
Government Center Expansion	\$ 150,000	\$ 100,000	\$ 50,000	\$ -	\$ 50,000
Watershed Grants	\$ 734,600	\$ -	\$ -	\$ 734,600	\$ 734,600
New Courts Complex	\$ -	\$ 2,500,000	\$ 500,000	\$ -	\$ 500,000
County Schools (Carryover)	\$ -	\$ 631,692	\$ -	\$ -	\$ -
Contingency	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -
Total	\$ 3,680,600	\$ 3,631,692	\$ 1,285,000	\$ 3,693,819	\$ 4,878,819
Debt					
MRRJ (Jail) @ 34.83%	\$ 681,642	\$ -	\$ -	\$ 422,791	\$ 422,791
SVJC (Juvenile) @ 22.81%	\$ 141,333	\$ -	\$ -	\$ 141,333	\$ 141,333
BRCC @ 33.8%	\$ 137,585	\$ -	\$ 137,585	\$ -	\$ 137,585
Total	\$ 960,560	\$ -	\$ 137,585	\$ 564,124	\$ 701,709
Grand Total	\$ 18,918,714	\$ 5,549,541	\$ 3,207,080	\$ 4,601,887	\$ 7,708,967
		<u>\$ 3,207,080</u>			
		<u>\$ 8,756,621</u>			

COUNTY OF AUGUSTA
RECOMMENDED BUDGET

2019-2020

FUND	BALANCE 7/1/2019	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2020
GENERAL OPERATING FUND	6,500,000	97,586,229	1,075,000	105,161,229	41,113,413	57,547,816	6,500,000
FIRE REVOLVING LOAN FUND	2,837,141	303,000	-	3,140,141	605,000	-	2,535,141
ASSET FORFEITURE FUND	76,750	12,300	-	89,050	48,000	-	41,050
ECONOMIC DEVELOPMENT FUND	-	195,200	-	195,200	195,200	-	-
REVENUE RECOVERY FUND	420,262	1,203,000	160,000	1,783,262	618,227	1,000,000	165,035
VIRGINIA PUBLIC ASSISTANCE	4,300	12,297,160	1,245,051	13,546,511	13,542,211	-	4,300
CSA	-	3,200,000	1,800,000	5,000,000	5,000,000	-	-
SCHOOL OPERATING FUND-GROWTH	3,006	-	44,077,758	44,080,764	44,077,758	-	3,006
SCHOOL CAFETERIA FUND	2,195,415	-	-	2,195,415	-	-	2,195,415
SCHOOL CAPITAL IMPROVEMENT	369,164	-	-	369,164	-	-	369,164
DEBT FUND	-	48,000	8,493,506	8,541,506	8,541,506	-	-
HEAD START FUND	97,061	-	-	97,061	-	-	97,061
GOVERNOR'S SCHOOL FUND	379,567	-	-	379,567	-	-	379,567
COUNTY CAPITAL IMPROVEMENT	25,350,797	3,674,632	3,207,080	32,232,509	7,808,967	1,510,579	22,912,963
TOTALS	38,233,463	118,519,521	60,058,395	216,811,379	121,550,282	60,058,395	35,202,702

Note: School Board budget figures are not presented in this chart, other than the transfer from the general fund to school fund. Spreadsheet will be updated when the School Board budget is available.

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COUNTY OF AUGUSTA

REVISED BUDGET

2018-2019

FUND	BALANCE 7/1/2018	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2019
GENERAL OPERATING FUND	10,662,739	97,091,552	1,100,000	108,854,291	40,263,974	62,090,317	6,500,000
FIRE REVOLVING LOAN FUND	3,119,141	323,000	-	3,442,141	605,000	-	2,837,141
ASSET FORFEITURE FUND	73,350	51,500	-	124,850	48,100	-	76,750
ECONOMIC DEVELOPMENT FUND	-	95,200	-	95,200	95,200	-	-
REVENUE RECOVERY FUND	675,706	1,304,000	160,000	2,139,706	619,444	1,100,000	420,262
VIRGINIA PUBLIC ASSISTANCE	4,300	12,072,203	1,196,295	13,272,798	13,268,498	-	4,300
CSA	-	3,424,000	1,926,000	5,350,000	5,350,000	-	-
SCHOOL OPERATING FUND-GROWTH	3,006	-	42,736,475	42,739,481	42,736,475	-	3,006
SCHOOL CAFETERIA FUND	2,195,415	-	-	2,195,415	-	-	2,195,415
SCHOOL CAPITAL IMPROVEMENT	369,164	-	-	369,164	-	-	369,164
DEBT FUND	-	41,000	9,391,193	9,432,193	9,432,193	-	-
HEAD START FUND	97,061	-	-	97,061	-	-	97,061
GOVERNOR'S SCHOOL FUND	379,567	-	-	379,567	-	-	379,567
COUNTY CAPITAL IMPROVEMENT	27,916,986	2,766,610	8,756,621	39,440,217	12,013,153	2,076,267	25,350,797
TOTALS	45,496,435	117,169,065	65,266,584	227,932,084	124,432,037	65,266,584	38,233,463

38,233,463

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COUNTY OF AUGUSTA

ADOPTED BUDGET

2018-2019

FUND	BALANCE 7/1/2018	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2019
GENERAL OPERATING FUND	6,500,000	94,649,335	955,660	102,104,995	39,558,616	56,300,579	6,245,800
FIRE REVOLVING LOAN FUND	3,080,360	323,000	-	3,403,360	605,000	-	2,798,360
ASSET FORFEITURE FUND	40,805	11,800	-	52,605	48,000	-	4,605
ECONOMIC DEVELOPMENT FUND	-	178,000	-	178,000	178,000	-	-
REVENUE RECOVERY FUND	598,180	1,102,000	160,000	1,860,180	557,640	955,660	346,880
VIRGINIA PUBLIC ASSISTANCE	4,300	11,746,141	1,193,027	12,943,468	12,939,168	-	4,300
CSA	(0)	3,323,250	1,874,250	5,197,500	5,197,500	-	(0)
SCHOOL OPERATING FUND-GROWTH	3,000	63,253,103	42,736,475	105,992,578	105,989,578	-	3,000
SCHOOL CAFETERIA FUND	1,964,943	4,232,792	-	6,197,735	4,341,380	-	1,856,355
SCHOOL CAPITAL IMPROVEMENT	71,695	15,239	-	86,934	-	-	86,934
DEBT FUND	0	41,000	9,407,654	9,448,654	9,448,654	-	0
HEAD START FUND	(16)	2,950,978	-	2,950,962	2,950,978	-	(16)
GOVERNOR'S SCHOOL FUND	260,742	1,632,194	-	1,892,936	1,632,194	-	260,742
COUNTY CAPITAL IMPROVEMENT	25,084,980	1,180,786	3,207,080	29,472,846	4,387,866	2,277,907	22,807,073
TOTALS	37,608,988	184,639,618	59,534,146	281,782,752	187,834,574	59,534,146	34,414,032

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	ADOPTED FY/2019 BUDGET	ACTUAL 2019/03 ACTUAL	PROJECTED FY/2019 REVENUE	DEPT FY/2020 REQUEST	ADMIN FY/2020 RECOMMEND	ADOPTED FY/2020 BUDGET
999	GENERAL OPERATING FUND									
11000	GENERAL PROPERTY TAXES									
011010-0002	DELINQUENT TAXES-REAL ESTATE	546,360	762,895	627,674	650,000	505,207	-650,000	-650,000	650,000	
011010-0003	LAND REDEMPTIONS	478								
011010-0005	LAND USE ROLL-BACK TAXES	172,947	98,976	173,015	130,000	81,049	-130,000	-130,000	130,000	
011010-0010	ADVERTISING FEES-DEL TAXES	160								
011010-0011	ATTORNEY'S FEES-DEL TAXES	375								
011010-2011	2011 CURRENT TAXES-R.E.									
011010-2012	2012 CURRENT TAXES-R.E.									
011010-2013	2013 CURRENT TAXES-R.E.									
011010-2014	2014 CURRENT TAXES-R.E.									
011010-2015	2015 CURRENT TAXES-R.E.	19,550,146								
011010-2016	2016 CURRENT TAXES-R.E.	18,650,453	19,887,530	19,970,463						
011010-2017	2017 CURRENT TAXES-R.E.		18,939,218	20,739,127	21,718,000	21,776,495	-21,500,000	-21,846,300	21,846,300	
011010-2018	2018 CURRENT TAXES-R.E.				20,447,000		20,611,000	-20,611,000	20,611,000	
011010-2019	2019 CURRENT TAXES-R.E.									
011010-2020	2020 CURRENT TAXES-R.E.									
	TOTAL DEPARTMENT	38,920,919	39,688,619	41,510,279	42,945,000	22,362,751	-42,891,000	-43,237,300	43,237,300	
011020-0002	DELINQUENT PUBLIC SERVICE R.									
011020-0003	CURRENT TAXES-P.P.-PUB. SERV	23,065	24,751	21,885	22,000	21,448	-22,000	-22,000	22,000	
011020-2009	2009 R.E.-PUBLIC SERVICE									
011020-2010	2010 R.E.-PUBLIC SERVICE									
011020-2011	2011 R.E.-PUBLIC SERVICE									
011020-2012	2012 R.E.-PUBLIC SERVICE									
011020-2013	2013 R.E.-PUBLIC SERVICE									
011020-2014	2014 R.E.-PUBLIC SERVICE									
011020-2015	2015 R.E.-PUBLIC SERVICE									
011020-2016	2016 R.E.-PUBLIC SERVICE	1,230,576								
011020-2017	2017 R.E.-PUBLIC SERVICE	1,049,022	1,421,900	1,328,921						
011020-2018	2018 R.E.-PUBLIC SERVICE		1,235,461	1,382,703	1,128,000	1,456,713	-1,457,180	-1,424,700	1,424,700	
011020-2019	2019 R.E.-PUBLIC SERVICE				1,205,000		1,424,700	-1,424,700	1,424,700	
011020-2020	2020 R.E.-PUBLIC SERVICE									
	TOTAL DEPARTMENT	2,302,717	2,682,112	2,743,509	2,355,000	1,478,161	-2,903,880	-2,871,400	2,871,400	
011030-0001	CURRENT TAXES-PERSONAL PROPE	10,343,265	10,880,742	11,386,238	11,755,000	11,598,108	-11,805,000	-12,203,000	12,203,000	
011030-0002	DELINQUENT TAXES-PERSONAL PR	150,446	166,389	270,734	155,000	458,450	-450,000	-350,000	350,000	
011030-0003	MOBILE HOME TAXES	162,025	165,807	180,738	182,000	202,238	-208,600	-208,600	208,600	
	TOTAL DEPARTMENT	10,655,736	11,212,938	11,837,710	12,092,000	12,258,796	-12,463,600	-12,761,600	12,761,600	
011040-0001	CURRENT TAXES-MACHINERY & TO	3,649,048	3,661,929	4,035,553	3,941,000	4,325,142	-4,127,400	-4,127,400	4,127,400	
	TOTAL DEPARTMENT	3,649,048	3,661,929	4,035,553	3,941,000	4,325,142	-4,127,400	-4,127,400	4,127,400	
011060-0001	PENALTIES	336,661	406,743	409,839	365,000	313,414	-400,000	-400,000	400,000	
011060-0002	INTEREST	326,443	428,292	439,155	365,000	430,541	-500,000	-400,000	400,000	
	TOTAL DEPARTMENT	663,104	835,035	848,994	730,000	743,955	-900,000	-800,000	800,000	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	Adopted FY/2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY/2019 REVENUE	Dept FY/2020 REQUEST	Admin FY/2020 RECOMMEND	Adopted FY/2020 BUDGET
	GENERAL PROPERTY TAXES	56,191,524	58,080,633	60,976,045	62,063,000	41,168,805	-63,235,830	-63,797,700	63,797,700	
12000	OTHER LOCAL TAXES									
012010-0001	LOCAL SALES & USE TAXES	5,366,893	5,505,250	5,644,566	5,525,000	4,215,982	-5,750,000	-5,300,000	5,800,000	
	TOTAL DEPARTMENT	5,366,893	5,505,250	5,644,566	5,525,000	4,215,982	-5,750,000	-5,300,000	5,800,000	
012020-0001	CONSUMER UTILITY TAXES	1,776,792	1,787,674	1,790,743	1,775,000	1,266,020	-1,785,000	-1,785,000	1,785,000	
	TOTAL DEPARTMENT	1,776,792	1,787,674	1,790,743	1,775,000	1,266,020	-1,785,000	-1,785,000	1,785,000	
012030-0001	BUSINESS & PROFESSIONAL LICE	3,526,206	3,625,435	3,813,142	3,500,000	3,856,703	-3,050,000	-3,650,000	3,650,000	
012030-0007	UTILITY LICENSE TAX	272,134	273,136	283,448	280,000	198,478	-276,000	-276,000	276,000	
	TOTAL DEPARTMENT	3,798,340	3,898,571	4,096,590	3,780,000	4,055,181	-3,326,000	-3,926,000	3,926,000	
012060-0001	BANK FRANCHISE TAXES	264,056	305,575	323,455	285,000	228	-295,000	-295,000	295,000	
	TOTAL DEPARTMENT	264,056	305,575	323,455	285,000	228	-295,000	-295,000	295,000	
012070-0001	RECORDATION TAXES	722,578	755,932	756,782	750,000	575,169	-775,000	-760,000	760,000	
012070-0002	WILLS & ADMINISTRATION TAX	16,971	27,810	23,289	20,000	19,276	-25,000	-20,000	20,000	
	TOTAL DEPARTMENT	739,549	783,742	780,071	770,000	594,445	-800,000	-780,000	780,000	
012100-0001	LODGING TAXES	619,840	676,031	658,164	660,000	429,518	-640,000	-660,000	660,000	
	TOTAL DEPARTMENT	619,840	676,031	658,164	660,000	429,518	-640,000	-660,000	660,000	
012110-0001	MEALS TAX	2,458,522	2,559,438	2,558,831	2,550,000	1,693,559	-2,550,000	-2,550,000	2,550,000	
	TOTAL DEPARTMENT	2,458,522	2,559,438	2,558,831	2,550,000	1,693,559	-2,550,000	-2,550,000	2,550,000	
012190-0001	INTEREST & PENALTY-LOCAL TAX	51,029	67,294	64,307	60,000	76,161	-85,000	-60,000	60,000	
	TOTAL DEPARTMENT	51,029	67,294	64,307	60,000	76,161	-85,000	-60,000	60,000	
	OTHER LOCAL TAXES	15,075,021	15,583,575	15,916,727	15,405,000	12,331,094	-15,831,000	-15,856,000	15,856,000	
13000	PERMITS-PRIV. FEES-REG. LICE									
013010-0001	ANIMAL LICENSES	57,352	58,398	55,806	57,000	30,425	-55,000	-55,000	55,000	
	TOTAL DEPARTMENT	57,352	58,398	55,806	57,000	30,425	-55,000	-55,000	55,000	
013030-0001	PRIMARY ELECTION REIMB.					360				
013030-0004	LAND USE APPLICATION FEES	31,492	27,722	33,202	46,000	45,061	-48,000	-46,000	46,000	
013030-0005	TRANSFER FEES	2,172	2,167	2,208	2,000	1,561	-2,000	-2,000	2,000	
013030-0006	CELLULAR TOWER FEES	7,500	8,500	6,500	10,650	5,000	-10,650	-8,650	8,650	
013030-0007	ZONING & SUBDIVISION PERMITS	26,670	23,020	22,970	25,000	15,045	-25,000	-25,000	25,000	
013030-0008	BUILDING PERMITS	152,681	191,326	179,903	180,000	102,917	-185,000	-185,000	185,000	
013030-0009	TEMP CERTIFICATES OF OCCUPAN	200	2,100	2,000	2,000	200	-2,000	-2,000	2,000	
013030-0010	ELECTRICAL PERMITS	51,686	60,631	52,835	55,000	38,246	-55,000	-55,000	55,000	
013030-0011	EROSION & SEDIMENT FEES (BLD	44,970	53,250	41,125	50,000	23,644	-50,000	-50,000	50,000	
013030-0012	PLUMBING PERMITS	29,893	36,520	32,753	35,000	25,596	-35,000	-35,000	35,000	
013030-0013	REINSPECTION FEES	90	300	180	500	360	-500	-500	500	
013030-0014	MECHANICAL PERMITS	32,217	38,537	36,682	40,000	24,195	-40,000	-40,000	40,000	
013030-0015	PRECIOUS METAL PERMITS	200	800	1,200	2,000	1,200	-2,000	-2,000	2,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ACTUAL		ACTUAL		REVENUE		REQUEST		RECOMMEND		BUDGET	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2019	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020
013030-0016	DANCE HALL PERMITS	400	200	200	600							400	-400						400
013030-0017	STORMWATER FEE-LOCAL	69,203	77,407	90,620	80,000	32,810						-80,000	-95,000						95,000
013030-0018	EMERGENCY FALSE ALARM FEES	5,350	4,700	7,050	6,000	6,200						-7,000	-7,000						7,000
013030-0019	AGRICULTURAL STRUCTURAL PERM	1,200	870	620	1,100	390						-700	-1,000						1,000
013030-0020	MECHANIC'S LIEN FEE	150	450	600	500	200						-500	-500						500
013030-0032	SPEC. USE PERMITS & VAR. FEE	10,650	12,600	16,900	17,000	13,300						-17,000	-17,000						17,000
013030-0034	ZONING APPLICATION FEES	6,821	1,650	4,088	3,000	3,662						-4,700	-4,700						4,700
013030-0035	AMUSEMENT DEVICE PERMITS	445	165	825	400	400						400	-400						400
013030-0036	EROSION & SEDIMENT CONTROL F	5,900	8,775	7,150	10,000	1,800						-10,000	-10,000						10,000
013030-0037	SITE PLAN FEES	6,570	9,715	9,475	10,000	5,785						-10,000	-10,000						10,000
013030-0038	SANITATION FEES	21,480	22,800	27,480	20,000	12,000						-20,000	-20,000						20,000
013030-0039	ADMINISTRATIVE PERMITS	2,750	2,950	2,990	3,500	2,070						-3,500	-3,500						3,500
	TOTAL DEPARTMENT	510,690	587,155	579,556	600,250	381,602						-609,350	-620,650						620,650
	PERMITS.PRIV. FEES-REG. LIC	568,042	645,553	635,362	657,250	392,027						-664,350	-675,050						675,050
14000	FINES & FORFEITURES																		
014010-0001	COUNTY FINES & FORFEITURES	120,802	176,857	296,058	250,000	237,145						-310,000	-310,000						310,000
014010-0003	VEHICLE VIOLATIONS	65	590	350	500	400						-500	-500						500
014010-0004	DOG VIOLATION FINES	22,915	19,548	16,973	20,000	11,141						-20,000	-20,000						20,000
	TOTAL DEPARTMENT	143,782	196,995	313,381	270,500	248,686						-330,500	-330,500						330,500
	FINES & FORFEITURES	143,782	196,995	313,381	270,500	248,686						-330,500	-330,500						330,500
15000	REV. USE OF MONEY & PROPERTY																		
015010-0001	INTEREST ON BANK DEPOSITS	247,864	277,536	472,907	350,000	562,515						-820,000	-820,000						820,000
	TOTAL DEPARTMENT	247,864	277,536	472,907	350,000	562,515						-820,000	-820,000						820,000
015020-0001	RENTAL ON GENERAL PROPERTY	299,630	306,777	313,505	301,000	181,099						-301,000	-301,000						301,000
015020-0004	GIS SALES				20														
015020-0005	SALE OF GOVERNMENT VEHICLES	10,700	12,011	4,602	4,000	4,000						4,000	-4,000						4,000
015020-0006	SALE OF MATERIALS & SUPPLIES	3,950	4,597	2,865	5,000	2,865						-5,000	-5,000						5,000
015020-0007	SALE OF SALVAGE & SURPLUS	5,820	348	12,511	5,000	6,173						-8,000	-4,500						4,500
015020-0008	SALE OF RECYCLABLE MATERIALS	5,331	8,470	9,998	5,000	755						-5,000	-5,000						5,000
015020-0009	SALE OF MATERIALS & SUPPLIES	42,766	45,474	42,595	45,000	27,173						-45,000	-45,000						45,000
015020-0011	BERRY FARM/MILL PLACE OPERAT	3,047	4,000	4,000	4,000	4,000						-4,000	-4,000						4,000
	TOTAL DEPARTMENT	371,244	381,677	387,211	369,000	222,085						-372,000	-368,500						368,500
	REV. USE OF MONEY & PROPERTY	619,108	659,213	860,118	719,000	784,600						-1,192,000	-1,188,500						1,188,500
16000	CHARGES FOR SERVICES																		
016010-0002	EXCESS FEES-CLK OF CIRCUIT C	18,379	22,549	31,021	31,000	18,582						-18,500	-28,300						28,300
016010-0003	SHERIFF'S FEES	3,609	3,609	3,609	3,600	3,609						-3,600	-3,600						3,600
016010-0004	CRIMINAL RECORDS CHECK-SHERI	3,052	2,640	3,465	3,500	1,656						-3,500	-3,500						3,500
016010-0005	COURTHOUSE FEES	54,821	57,438	65,183	65,000	52,147						-65,000	-65,000						65,000
016010-0006	TREASURER'S COLLECTIONS FEES	77,903	91,356	97,580	85,000	11,869						-85,000	-85,000						85,000
016010-0007	CONCEALED WEAPONS PERMITS	39,591	38,238	50,136	40,000	28,856						-40,000	-40,000						40,000
016010-0008	COURTHOUSE SECURITY FEES	92,542	99,022	110,668	115,000	88,292						-115,000	-110,000						110,000
016010-0009	TREASURER'S ADMINISTRATIVE F	1,515	3,754	3,607	3,000	7,700						-9,000	-2,000						2,000
016010-0010	E-SUMMONS FEES	42,756	46,940	53,702	50,000	26,334						-44,000	-44,000						44,000
	TOTAL DEPARTMENT	334,168	365,546	418,971	396,100	239,045						-381,600	-381,400						381,400
016020-0001	COMMONWEALTH ATTORNEY FEES	6,631	6,387	6,622	7,000	5,598						-7,000	-7,000						7,000

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	ADOPTED FY/2019 BUDGET	ACTUAL 2019/03 ACTUAL	PROJECTED FY/2019 REVENUE	DEPT FY/2020 REQUEST	ADMIN FY/2020 RECOMMEND	ADOPTED FY/2020 BUDGET
	TOTAL DEPARTMENT	6.631	6.387	6.622	7.000	5.598	-7.000	-7.000	7.000	
016050-0002	MISCELLANEOUS JAIL FEES	9.395	8.402	7.993	9.000	14.180	-14.500	-10.000	10.000	
	TOTAL DEPARTMENT	9.395	8.402	7.993	9.000	14.180	-14.500	-10.000	10.000	
016080-0001	LANDFILL TIPPING FEES	1,162.612	1,241.207	1,481.982	1,250.000	746.979	-1,300.000	-1,400.000	1,400.000	
	TOTAL DEPARTMENT	1,162.612	1,241.207	1,481.982	1,250.000	746.979	-1,300.000	-1,400.000	1,400.000	
016130-0001	CAMPING FEES					105.936	-220.000	-230.000	230.000	
016130-0002	VISITOR FEES					2.215	-3.200	-4.500	4.500	
016130-0003	EVENT FEES				7.000	8.730	-12.000	-12.000	12.000	
016130-0004	RENTAL FEES	15.295	11.880	9.070	7.000	4.635	-5.200	-5.000	5.000	
016130-0005	FIREWOOD/SALES ITEMS	194.815	119.524	112.033	212.500	134.786	-155.000	-175.000	175.000	
016130-0006	RECREATION FEES	330.489	358.850	342.842	365.000	250.545	-330.000	-290.000	290.000	
016130-0007	C.A.R.E. PROGRAM FEES	86.949	101.387	114.867	101.500	50.483	-144.500	-148.000	148.000	
016130-0008	KIDS CAMP FEES	19.846	22.027	20.916	21.000	19.510	-34.000	-34.000	34.000	
016130-0010	POOL FEES	647.394	613.668	599.948	707.000	576.840	-903.900	-893.500	898.500	
	TOTAL DEPARTMENT	164.306	175.397	184.967	210.000					
016140-0001	CAMPING FEES-NAT CHIM	4.052	3.811	13						
016140-0002	VISITOR FEES-NATURAL CHIM	2.632	3.209	1.805	3.200					
016140-0003	EVENT FEES-NAT CHIM	5.315	5.200	5.295	5.000					
016140-0004	RENTAL FEES-NAT CHIM	1.097	1.266	1.357	3.500					
016140-0005	FIREWOOD/SALES ITEMS	9.113	12.447	13.000						
016140-0010	POOL FEES-NAT CHIM	185.418	200.980	208.058	234.700					
	TOTAL DEPARTMENT	7.474	7.396	7.106	8.000	4.350	-8.000	-8.000	8.000	
016150-0001	LIBRARY FINES & FEES	3.760	2.157	2.146	4.000	1.200	-3.800	-4.000	4.000	
016150-0002	LIBRARY COLLECTION FEES	11.234	9.553	9.252	12.000	5.550	-11.000	-12.000	12.000	
	TOTAL DEPARTMENT	2,356.852	2,445.743	2,732.826	2,615.800	1,588.192	-2,618.000	-2,706.900	2,708.900	
	CHARGES FOR SERVICES									
18000	MISCELLANEOUS									
018990-0003	DONATIONS & SPECIAL GIFTS			500						
018990-0006	MISCELLANEOUS	28.505	4.959	5.299	5.000	838	-5.000	-5.000	5.000	
	TOTAL DEPARTMENT	28.505	4.959	5.799	5.000	838	-5.000	-5.000	5.000	
	MISCELLANEOUS	28.505	4.959	5.799	5.000	838	-5.000	-5.000	5.000	
19000	RECOVERED COSTS									
019120-0003	MRRJA RECOVERED COSTS	94.149	101.849	102.147	114.200	114.200	-114.200	-114.200	114.200	
019120-0004	LIBRARY E-RATE REIMBURSEMENT	10.956	7.285	5.249	10.000	10.000	10.000	-10.000	10.000	
019120-0005	OTHER RECOVERED COSTS	36.000	40.486	72.544	104.000	43.663	-104.000	-104.000	104.000	
019120-0006	ANIMAL CONTROL RESTITUTION P	3.488	1.320	1.100	1.200	1.835	-2.000	-1.200	1.200	
	TOTAL DEPARTMENT	144.601	150.940	181.040	229.400	159.698	-230.200	-229.400	229.400	
019330-0001	REIMB-J & D COURT COST	8.222	10.112	12.073	12.695	8.398	-8.400	-9.050	9.050	
	TOTAL DEPARTMENT	8.222	10.112	12.073	12.695	8.398	-8.400	-9.050	9.050	
019340-0001	SALARIES & WAGES-CLK OF CIRC									
	RECOVERED COSTS	152.823	161.052	193.113	242.095	168.096	-230.600	-236.450	238.450	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept.		Admin		Adopted	
		FY/2016	FY/2017	FY/2018	FY/2019	201903	FY/2019	FY/2020	FY/2020	REVENUE	REVENUE	REVENUE	REQUEST	RECOMMEND	FY/2020	BUDGET	
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	ACTUAL	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	BUDGET
20000	REVENUE FROM THE COMMONWEALTH																
22000	REVENUE FROM THE COMMONWEALTH																
022010-0001	ABC PROFITS																
022010-0002	WINE TAXES																
022010-0003	MOTOR VEHICLE CARRIER TAXES	85,883	94,713	87,950	89,000	82,687	89,000	82,687	-82,687	-82,687	-82,687	-82,687	-82,687	-82,687	-82,687	-82,687	89,000
022010-0005	MOBILE HOME TITLING TAXES	115,279	99,491	121,887	99,000	89,822	99,000	89,822	-120,000	-120,000	-120,000	-120,000	-120,000	-120,000	-120,000	-120,000	110,000
022010-0006	TIMBER SALES-STATE	1,165	1,215	2,904	1,800	15,045	1,800	15,045	-15,045	-15,045	-15,045	-15,045	-15,045	-15,045	-15,045	-15,045	1,800
022010-0008	MOTOR VEHICLE LEASING TAXES	61,387	60,635	61,622	70,000	59,078	70,000	59,078	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	-75,000	75,000
022010-0010	STATE RECORDATION TAX	191,380	189,313	194,735	200,000	153,258	200,000	153,258	-200,000	-200,000	-200,000	-200,000	-200,000	-200,000	-200,000	-200,000	200,000
022010-0011	PERSONAL PROPERTY REIMB	4,295,993	4,295,993	4,295,993	4,296,000	4,081,193	4,296,000	4,081,193	-4,296,000	-4,296,000	-4,296,000	-4,296,000	-4,296,000	-4,296,000	-4,296,000	-4,296,000	4,296,000
022010-0012	STATE COMMUNICATIONS TAXES	2,432,809	2,366,508	2,306,387	2,320,000	1,448,127	2,320,000	1,448,127	-2,320,000	-2,320,000	-2,320,000	-2,320,000	-2,320,000	-2,320,000	-2,320,000	-2,320,000	2,320,000
022010-0013	MOPED SALES TAX																
	TOTAL DEPARTMENT	7,183,896	7,107,868	7,071,478	7,075,800	5,933,175	7,075,800	5,933,175	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	7,096,800
	REVENUE FROM THE COMMONWEALTH	7,183,896	7,107,868	7,071,478	7,075,800	5,933,175	7,075,800	5,933,175	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	-7,113,732	7,096,800
23000	REVENUE FROM THE COMMONWEALTH																
023000-0001	CLERK OF CIRCUIT COURT EXPEN	377,872	380,088	391,797	402,600	274,702	402,600	274,702	-404,550	-404,550	-404,550	-404,550	-404,550	-404,550	-404,550	-404,550	416,932
023000-0002	CIR. CT. STENOGRAPHER REIMBU	61,772	66,300	73,650	67,000	52,425	67,000	52,425	-78,900	-78,900	-78,900	-78,900	-78,900	-78,900	-78,900	-78,900	60,500
	TOTAL DEPARTMENT	439,644	446,388	465,447	469,600	327,127	469,600	327,127	-483,450	-483,450	-483,450	-483,450	-483,450	-483,450	-483,450	-483,450	477,432
023010-0001	COMMONWEALTH ATTORNEY EXPENS	591,526	566,998	583,857	590,300	372,519	590,300	372,519	-584,740	-584,740	-584,740	-584,740	-584,740	-584,740	-584,740	-584,740	608,730
023010-0002	VICTIM-WITNESS GRANT	75,126	144,072	34,771	108,500	8,333	108,500	8,333	-108,500	-108,500	-108,500	-108,500	-108,500	-108,500	-108,500	-108,500	108,500
	TOTAL DEPARTMENT	666,652	711,070	618,628	698,800	380,852	698,800	380,852	-693,240	-693,240	-693,240	-693,240	-693,240	-693,240	-693,240	-693,240	717,230
023020-0001	SHERIFF'S DEPT. EXPENSES	2,791,087	2,757,375	2,843,251	2,857,600	1,887,289	2,857,600	1,887,289	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	2,953,730
	TOTAL DEPARTMENT	2,791,087	2,757,375	2,843,251	2,857,600	1,887,289	2,857,600	1,887,289	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	-2,894,480	2,953,730
023030-0001	COMM. OF REVENUE EXPENSES	211,583	213,105	214,310	217,900	141,812	217,900	141,812	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	226,411
	TOTAL DEPARTMENT	211,583	213,105	214,310	217,900	141,812	217,900	141,812	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	-225,850	226,411
023040-0001	TREASURERS EXPENSES	161,589	160,605	163,854	165,400	110,092	165,400	110,092	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	173,416
	TOTAL DEPARTMENT	161,589	160,605	163,854	165,400	110,092	165,400	110,092	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	-171,700	173,416
023060-0001	REGISTRAR/ELECTORAL BD. EXPE	68,278	46,376	47,458	47,500	47,500	47,500	47,500	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	49,800
	TOTAL DEPARTMENT	68,278	46,376	47,458	47,500	47,500	47,500	47,500	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	-49,800	49,800
	REVENUE FROM THE COMMONWEALTH	4,338,833	4,335,519	4,352,948	4,456,800	2,847,172	4,456,800	2,847,172	-4,516,220	-4,516,220	-4,516,220	-4,516,220	-4,516,220	-4,516,220	-4,516,220	-4,516,220	4,598,019
24000	REVENUE FROM THE COMMONWEALTH																
024040-0002	WIRELESS E-911 PSAP FUNDING	154,032	155,997	163,705	233,300	154,424	233,300	154,424	-233,300	-233,300	-233,300	-233,300	-233,300	-233,300	-233,300	-233,300	233,300
024040-0004	EMS GRANT-MOTOR VEHICLE FEES	82,171	83,126	83,132	80,000	80,000	80,000	80,000	-80,000	-80,000	-80,000	-80,000	-80,000	-80,000	-80,000	-80,000	80,000
024040-0007	LITTER CONTROL GRANTS	18,062	17,426	18,410	18,000	17,840	18,000	17,840	-18,000	-18,000	-18,000	-18,000	-18,000	-18,000	-18,000	-18,000	18,000
024040-0009	LIBRARY AID	156,605	161,133	160,282	159,400	121,539	159,400	121,539	-162,052	-162,052	-162,052	-162,052	-162,052	-162,052	-162,052	-162,052	164,800
024040-0010	PERFORMING ARTS-GRANT	5,000	5,000	4,800	4,500	4,500	4,500	4,500	-4,500	-4,500	-4,500	-4,500	-4,500	-4,500	-4,500	-4,500	4,500
024040-0012	SPAY/NEUTER REIMB & DMV PLAT	1,860	2,042	2,037	2,000	2,261	2,000	2,261	-2,200	-2,200	-2,200	-2,200	-2,200	-2,200	-2,200	-2,200	2,000
024040-0013	DEPT OF HEALTH&F&R INSTR GRA	5,147	571	30,000	40,000	40,000	40,000	40,000	-40,000	-40,000	-40,000	-40,000	-40,000	-40,000	-40,000	-40,000	40,000
024040-0014	TECHNOLOGY TRUST FUND	23,030	40,017	30,000	30,000	30,000	30,000	30,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	-15,000	15,000
024040-0015	GRANT-RESTORATION OF RECORDS	10,000	33,492	462,366	567,200	300,564	567,200	300,564	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	557,600
024040-0016	TOURISM GRANT-NAT CHIM	455,907	498,804	462,366	567,200	300,564	567,200	300,564	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	557,600
	TOTAL DEPARTMENT	455,907	498,804	462,366	567,200	300,564	567,200	300,564	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	-530,124	557,600

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY2016 ACTUAL	PREVIOUS YEAR FY2017 ACTUAL	PREVIOUS YEAR FY2018 ACTUAL	Adopted FY2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY2019 REVENUE	Dept FY2020 REQUEST	Admin FY2020 RECOMMEND	Adopted FY2020 BUDGET
024050-0005	SPF-SIG GRANT (VCSB)									
024050-0006	DEPT BEH HLTH & DEV VCSB-TDO	18,981	46,077	35,908	47,000	23,033	-42,013			
024050-0007	DRUG FREE COMMUNITIES OOO-GA			4,636						
	TOTAL DEPARTMENT	18,981	46,077	40,544	47,000	23,033	-42,013			
	REVENUE FROM THE COMMONWEAL	474,888	544,881	502,910	614,200	323,597	-572,137	-557,600	557,600	
30000	REVENUE FROM THE FEDERAL G									
32000	REVENUE FROM THE FEDERAL G									
032010-0001	CDBG-FIELDS OF GOLD AGRITOUR									
33000	REVENUE FROM THE FEDERAL G									
033010-0001	GROUND TRANSPORTATION GRANT	21,837	37,506	43,280	33,000	23,192	-33,000	-4,700	44,700	
033010-0002	DEQ RENT ROYAL TIES	868	11		500					
033010-0003	JUSTICE ASSISTANCE GRANTS (J	11,433	11,339	1,463	5,000		22,398	-5,000	5,000	
033010-0005	HOMELAND SECURITY GRANTS	401,570	393,632	551,547	353,000	26,678	353,000	-353,000	353,000	
033010-0008	PAYMENT IN LIEU OF TAXES			72,493			-91,302	-83,020	83,020	
033010-0011	VICTIM-WITNESS GRANT	15,156	11,317	13,595	15,200	8,029	-15,200	-15,200	15,200	
033010-0012	SAME GRANT	31,258	31,176	26,653	31,020	28,626	-31,020	-31,020	31,020	
033010-0013	DOMESTIC VIOLENCE GRANT	325,738	1,041,475	927,408	86,000	185,704	-135,700			
033010-0015	SAFER-HOMELAND SECURITY GRAN	9,395	4,687	2,423	1,170	2,423	-2,423	-1,170	1,170	
	BULLET PROOF VEST GRANT	817,255	1,526,456	1,641,126	524,890	274,652	-724,133	-533,110	533,110	
	TOTAL DEPARTMENT									
033011-0003	JUSTICE ASSISTANCE GRANT (JA									
033011-0012	DOMESTIC VIOLENCE GRANT-ARRA									
033020-0001	DISASTER RELIEF (FEMA)									
033030-0702	STORMWATER GRANT-DCREPA									
	REVENUE FROM THE FEDERAL	817,255	1,526,456	1,641,126	524,890	274,652	-724,133	-533,110	533,110	
41000	NON-REVENUE RECEIPTS									
41050	TRANSFERS FROM OTHER FUNDS									
041050-0015	TRANSFER FROM REVENUE RECOVER	698,527	864,716	1,088,947	955,660	678,330	-1,100,000	-1,000,000	1,000,000	
041050-0070	TRANSFER FROM CO. CAP. IMPR	1,080,000						-75,000	75,000	
	TOTAL DEPARTMENT	1,778,527	864,716	1,088,947	955,660	678,330	-1,100,000	-1,075,000	1,075,000	
	NON-REVENUE RECEIPTS	1,778,527	864,716	1,088,947	955,660	678,330	-1,100,000	-1,075,000	1,075,000	
	-TOTAL FOR FUND	89,729,056	92,157,163	96,250,780	95,604,995	66,739,264	-98,191,552	-98,661,229	98,661,229	
999	FIRE REVOLVING LOAN FUND									
51000	LOAN REPAYMENT & STATE FUN									
051000-0001	FIREMAN'S INSURANCE FUND	230,817	236,333	243,471	243,000	22,285	243,000	-243,000	243,000	
051000-0002	REPAYMENT OF LOANS	145,779	147,690	269,360	80,000	22,285	-80,000	-60,000	60,000	
	TOTAL DEPARTMENT	376,596	384,023	512,831	323,000	22,285	-323,000	-303,000	303,000	
	LOAN REPAYMENT & STATE FU	376,596	384,023	512,831	323,000	22,285	-323,000	-303,000	303,000	
	-TOTAL FOR FUND	376,596	384,023	512,831	323,000	22,285	-323,000	-303,000	303,000	
999	ASSET FORFEITURE FUND									
15000	REV. FROM USE OF MONEY & PRO									
15010	REV FROM USE OF MONEY & PROP									

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ACTUAL		PROJECTED		Admin		Adopted		
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2020	FY/2020	REVENUE	REVENUE	REVENUE	RECOMMEND	RECOMMEND	BUDGET	BUDGET
015010-0001	INTEREST ON BANK DEPOSITS	859	1,150	1,736	1,000		1,500	-1,500	1,500		1,500	-1,500	1,500			
	TOTAL DEPARTMENT	859	1,150	1,736	1,000		1,500	-1,500	1,500		1,500	-1,500	1,500			
	REV. FROM USE OF MONEY & PR	859	1,150	1,736	1,000		1,500	-1,500	1,500		1,500	-1,500	1,500			
41000	NON-REVENUE RECEIPTS															
041000-0001	SEIZED FUNDS-LOCAL	4,807	800	1,381	800		800	-800	800		800	-800	800			
041000-0002	SEIZED FUNDS-STATE	10,746	35,631	49,468	10,000		47,548	-10,000	10,000		10,000	-10,000	10,000			
041000-0003	SEIZED FUNDS-FEDERAL	30,759	3,073	3,073												
	TOTAL DEPARTMENT	46,312	36,431	53,922	10,800		47,548	-10,800	10,800		10,800	-10,800	10,800			
	NON-REVENUE RECEIPTS	46,312	36,431	53,922	10,800		47,548	-10,800	10,800		10,800	-10,800	10,800			
	-TOTAL FOR FUND	47,171	37,581	55,658	11,800		47,548	-12,300	12,300		12,300	-12,300	12,300			
999	ECONOMIC DEVELOPMENT FUND*															
14000	LOCAL FUNDS															
014000-0002	LOCAL FUNDS	141,734	302,965	286,906	178,000		95,200	-195,200	195,200		195,200	-195,200	195,200			
	TOTAL DEPARTMENT	141,734	302,965	286,906	178,000		95,200	-195,200	195,200		195,200	-195,200	195,200			
	LOCAL FUNDS	141,734	302,965	286,906	178,000		95,200	-195,200	195,200		195,200	-195,200	195,200			
	-TOTAL FOR FUND	141,734	302,965	286,906	178,000		95,200	-195,200	195,200		195,200	-195,200	195,200			
999	REVENUE RECOVERY FUND															
15000	REV. FROM USE OF MONEY & PRO															
015010-0001	INTEREST ON BANK DEPOSITS	1,366	1,534	2,681	2,000		3,890	-3,000	3,000		3,000	-3,000	3,000			
	TOTAL DEPARTMENT	1,366	1,534	2,681	2,000		3,890	-3,000	3,000		3,000	-3,000	3,000			
	REV. FROM USE OF MONEY & PR	1,366	1,534	2,681	2,000		3,890	-3,000	3,000		3,000	-3,000	3,000			
18000	MISCELLANEOUS REVENUE															
018990-0001	REVENUE RECOVERY RECEIPTS	1,107,250	1,410,724	1,497,199	1,100,000		1,107,688	-1,200,000	1,200,000		1,200,000	-1,200,000	1,200,000			
	TOTAL DEPARTMENT	1,107,250	1,410,724	1,497,199	1,100,000		1,107,688	-1,200,000	1,200,000		1,200,000	-1,200,000	1,200,000			
	MISCELLANEOUS REVENUE	1,107,250	1,410,724	1,497,199	1,100,000		1,107,688	-1,200,000	1,200,000		1,200,000	-1,200,000	1,200,000			
41000	NON-REVENUE RECEIPTS															
41050	TRANSFERS FROM OTHER FUNDS															
041050-0011	TRANSFER FROM GENERAL FUND	160,000	160,000	160,000	160,000		26,858	-160,000	160,000		160,000	-160,000	160,000			
	TOTAL DEPARTMENT	160,000	160,000	160,000	160,000		26,858	-160,000	160,000		160,000	-160,000	160,000			
	NON-REVENUE RECEIPTS	160,000	160,000	160,000	160,000		26,858	-160,000	160,000		160,000	-160,000	160,000			
	-TOTAL FOR FUND	1,268,616	1,572,258	1,659,880	1,262,000		1,138,436	-1,363,000	1,363,000		1,363,000	-1,363,000	1,363,000			
999	VIRGINIA PUBLIC ASSISTANCE															
24000	FROM STATE FUNDS															
024010-0002	PUBLIC ASSISTANCE	2,858,972	2,840,806	3,005,540	3,341,600		1,690,317	-3,478,975	3,478,975		3,478,975	-3,478,975	3,478,975			
024010-0007	ADMINISTRATIVE REIMBURSEMENT	7,213,740	7,751,792	8,115,689	8,404,541		5,028,239	-8,618,185	8,618,185		8,618,185	-8,618,185	8,618,185			
	TOTAL DEPARTMENT	10,072,712	10,592,598	11,121,229	11,746,141		6,718,556	-12,072,203	12,297,160		12,297,160	-12,297,160	12,297,160			
	FROM STATE FUNDS	10,072,712	10,592,598	11,121,229	11,746,141		6,718,556	-12,072,203	12,297,160		12,297,160	-12,297,160	12,297,160			

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	Adopted FY/2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY/2019 REVENUE	Dept FY/2020 REQUEST	Admin FY/2020 RECOMMEND	Adopted FY/2020 BUDGET
30000	REVENUE FROM THE FEDERAL G									
33000	REVENUE FROM THE FEDERAL G									
41000	NON-REVENUE RECEIPTS									
41050	TRANSFERS FROM OTHER FUNDS									
041050-0011	TRANSFERS FROM GENERAL FUND	1,001,863	961,008	1,040,465	1,193,027	1,294,545	-1,196,295	-1,245,051	1,245,051	
041050-0070	TRANSFERS FROM CAPITAL IMPR.	1,001,863	961,008	1,040,465	1,193,027	1,294,545	-1,196,295	-1,245,051	1,245,051	
	TOTAL DEPARTMENT	1,001,863	961,008	1,040,465	1,193,027	1,294,545	-1,196,295	-1,245,051	1,245,051	
	NON-REVENUE RECEIPTS	11,074,575	11,553,606	12,161,694	12,939,168	8,013,101	-13,268,498	-13,542,211	13,542,211	
	-TOTAL FOR FUND									
999	COMPREHENSIVE SERVICES ACT									
24000	FROM STATE FUNDS									
024010-0009	COMPREHENSIVE SERVICES ACT	2,520,543	3,110,573	2,942,309	3,323,250	1,661,404	-3,424,000	-3,683,000	3,200,000	
	TOTAL DEPARTMENT	2,520,543	3,110,573	2,942,309	3,323,250	1,661,404	-3,424,000	-3,683,000	3,200,000	
	FROM STATE FUNDS	2,520,543	3,110,573	2,942,309	3,323,250	1,661,404	-3,424,000	-3,683,000	3,200,000	
	-TOTAL FOR FUND									
41000	TRANSFERS FROM OTHER FUNDS									
041050-0011	TRANSFERS FROM GENERAL FUND	1,429,944	1,690,000	1,643,090	1,689,071	1,157,005	-1,926,000	-2,067,000	1,550,000	
041050-0070	TRANSFERS FROM CAPITAL IMPRO	1,429,944	62,297	1,643,090	1,874,250	1,157,005	-1,926,000	-2,067,000	1,800,000	
	TOTAL DEPARTMENT	1,429,944	1,752,297	1,643,090	1,874,250	1,157,005	-1,926,000	-2,067,000	1,800,000	
	TRANSFERS FROM OTHER FUND	1,429,944	1,752,297	1,643,090	1,874,250	1,157,005	-1,926,000	-2,067,000	1,800,000	
	-TOTAL FOR FUND	3,950,487	4,862,870	4,585,399	5,197,500	2,818,409	-5,350,000	-5,750,000	5,000,000	
999	COUNTY CAPITAL IMPROVEMENT									
12000	LOCAL TAXES									
12110	LOCAL TAXES									
012110-0001	MEALS TAX-CRAIGSVILLE	25,042	9,048							
	TOTAL DEPARTMENT	25,042	9,048							
	LOCAL TAXES	25,042	9,048							
15000	REV. FROM USE OF MONEY &									
015010-0001	INTEREST INCOME-SNAP ACCOUNT	1,489	27							
015010-0002	INTEREST INCOME-CRESCENT LOA	18,000	15,770	13,500	11,250		16,530	-13,224	13,224	
	TOTAL DEPARTMENT	19,489	15,777	13,500	11,250		16,530	-13,224	13,224	
015020-0007	SALE OF SALVAGE & SURPLUS	3,814	2,906				2,000	-2,000	2,000	
	TOTAL DEPARTMENT	3,814	2,906				2,000	-2,000	2,000	
	REV. FROM USE OF MONEY &	23,303	18,683	13,500	13,250		18,530	-15,224	15,224	
18000	MISCELLANEOUS									
018030-0003	EXPENDITURE REFUNDS	1,471	932							
	TOTAL DEPARTMENT	1,471	932							
018990-0003	MISC-INFRASTRUCTURE ACCT REC	400,060	500							
018990-0009	INSURANCE PROCEEDS	33,541	30,504	37,613		12,825	-30,000	-30,000	30,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ACTUAL		Projected		Dept		Admin		Adopted	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2020	FY/2020	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE	REVENUE
	TOTAL DEPARTMENT	433,601	31,004	37,613		12,825											
	MISCELLANEOUS	435,072	31,004	38,545		12,825											
	RECOVERED COSTS																
019020-0001	RECOVERED COSTS	61,008	98,881	208,048		12,000											
019020-0004	LOCAL CONTRIBUTIONS-FIRING R	50,003	48,670	44,903		41,200											
	TOTAL DEPARTMENT	111,011	147,551	252,951		53,200											
019120-0004	LIBRARY E-RATE REIMBURSEMENT	17,000	17,000	17,000		17,000											
	TOTAL DEPARTMENT	17,000	17,000	17,000		17,000											
	RECOVERED COSTS	128,011	164,551	269,951		70,200											
	FROM THE COMMONWEALTH																
24030	FROM THE COMMONWEALTH																
024030-0003	COMMONWEALTH OF VA-VDOT	440,242	93,890	2,854,614		285,256											
024030-0004	COMMONWEALTH OF VA-GOV O	125,000															
024030-0005	COMM OF VA-ECON DEVELOPMENT			436,988													
024030-0007	COMM OF VA-VA BUSINESS READY		5,000														
024030-0009	BLDG COLLABORATIVE COMM GRAN			47,919		2,081											
	TOTAL DEPARTMENT	565,242	98,890	3,339,521		287,337											
024040-0001	PSAP E911 WIRELESS GRANT	4,222	61,271														
024040-0005	HAZARDOUS MATERIALS GRANT	10,000	10,000	10,000		11,628											
024040-0006	RESCUE SQUAD ASSISTANCE FUND	94,873	16,495	37,304		66,208											
024040-0007	BURN BUILDING GRANT	18,693		14,214													
024040-0008	DCR-GREENVILLE SEWER																
024040-0009	WATERSHED/FLOOD PROTECTION-D		825,025														
024040-0010	BROADBAND GRANT-DHCD	75,000		237,748		41,132											
024040-0011	DUPONT SETTLEMENT GRANT	202,788	912,791	299,266		3,263											
	TOTAL DEPARTMENT	768,030	1,011,681	3,638,787		409,568											
	FROM THE COMMONWEALTH																
30000	FROM FEDERAL FUNDS																
33000	FROM FEDERAL																
033010-0005	HOMELAND SECURITY GRANTS	150,000															
033010-0011	EMPG-EOC	14,882	14,882	14,882		14,882											
033010-0012	HAZARDOUS MATERIALS GRANT	38,138	1,362	29,185		21,126											
033010-0013	SMOKE ALARM GRANT			25,177													
	TOTAL DEPARTMENT	203,020	16,244	69,244		21,126											
033020-0003	TRANSPORTATION ENHANCEMENT G		22,952	11,279		7,607											
033020-0004	VOTING ACCESS GRANT																
033020-0005	ENERGY EFFICIENCY BLOCK GRAN																
	TOTAL DEPARTMENT		22,952	11,279		7,607											
033070-0002	WATERSHED/FLOOD PROTECTION-D	1,892,821	156,990	412,180		17,875											
033070-0004	HOMELAND SECURITY-CTP (BACK	1,892,821	156,990	412,180		17,875											
	TOTAL DEPARTMENT	3,785,642	313,980	824,360		35,750											
	FROM FEDERAL	2,095,841	196,186	492,703		46,608											

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept		Admin	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2019	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	REVENUE	REVENUE	REVENUE	REQUEST	RECOMMEND	BUDGET	
41000	NON-REVENUE RECEIPTS														
041020-0001	SALE OF LAND		360,000					25,515	-25,515						
041020-0098	SALE OF ASSET-MRRJ CAPACITY	846,186	846,186	846,186	846,186	846,186	846,186	846,186	-846,186	-846,186	-846,186	-846,186	846,186	846,186	
	TOTAL DEPARTMENT	846,186	1,206,186	846,186	846,186	846,186	846,186	871,701	-871,701	-846,186	-846,186	-846,186	846,186	846,186	
041040-0001	VWFRF LOAN-GREENVILLE														
041040-0006	VWFRF GRANT-GREENVILLE														
041040-0007	VWFRF LOAN-GREENVILLE														
041040-0008	VRA LOAN PROCEEDS-RT. 636														
41050	VRA LOAN PROCEEDS-WATER TANK														
041050-0011	TRANSFERS FROM OTHER FUNDS	6,674,395	4,941,213	6,916,473	3,207,080	6,916,473	3,207,080		8,756,621	-3,207,080	8,756,621	-3,207,080	3,207,080	3,207,080	
	TOTAL DEPARTMENT	6,674,395	4,941,213	6,916,473	3,207,080	6,916,473	3,207,080		8,756,621	-3,207,080	8,756,621	-3,207,080	3,207,080	3,207,080	
	NON-REVENUE RECEIPTS	7,520,581	6,147,399	7,762,659	4,053,266	7,762,659	4,053,266	871,701	-9,628,322	-4,053,266	4,053,266	-4,053,266	4,053,266	4,053,266	
	-TOTAL FOR FUND	10,995,880	7,578,552	12,216,145	4,387,866	12,216,145	4,387,866	1,410,902	-11,523,231	-6,881,712	6,881,712	-6,881,712	6,881,712	6,881,712	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	ADOPTED FY/2019 BUDGET	ACTUAL 2019/03 ACTUAL	PROJECTED FY/2019 EXPENSE	DEPT FY/2020 REQUEST	ADMIN FY/2020 RECOMMEND	ADOPTED FY/2020 BUDGET
999	GENERAL OPERATING FUND									
10000	GENERAL GOVERNMENT ADMIN									
11010	BOARD OF SUPERVISORS									
011010-1600	COMPENSATION OF MEMBERS	65,352	65,352	65,352	75,745	42,702	64,486	65,352	65,352	71,000
011010-2100	EMPLOYERS SHARE-FICA	4,778	4,830	4,431	5,795	2,909	4,665	4,999	4,999	5,000
011010-2300	EMPLOYERS SHARE-HOSPITALIZAT	22,455	19,230	16,475	10,494	16,096	16,460	16,460	16,460	16,460
011010-3120	CONTRACTUAL STATE ASSEMBLY	20,000	24,833	22,300	27,600	16,350	25,830	26,670	26,670	26,670
011010-3125	CENSUS, SURVEYS, REPORTS	13,549	24,997	18,116	11,000	12,495	21,250	19,400	14,000	14,000
011010-5501	TRAVEL EXPENSES	17,584	15,041	15,093	17,500	13,978	17,000	18,100	15,500	15,500
011010-5502	EXPENSES STATE ASSEMBLY		119		500	200	500	500	500	500
	TOTAL DEPARTMENT	143,718	151,682	144,641	154,615	99,126	149,827	151,481	143,481	143,481
	BOARD OF SUPERVISORS	143,718	151,682	144,641	154,615	99,126	149,827	151,481	143,481	143,481
12000	GENERAL GOVT ADMIN									
12010	COUNTY ADMINISTRATOR									
012010-1100	SALARIES & WAGES	570,785	461,820	477,371	489,420	326,204	494,717	560,743	560,743	560,743
012010-1300	SALARIES & WAGESPART-TIME	6,720	5,534	6,147	7,500	3,907	6,226	7,500	7,500	7,500
012010-2100	EMPLOYERS SHARE-FICA	33,552	32,643	33,939	38,014	22,309	35,539	43,471	43,471	43,471
012010-2210	EMPLOYERS SHARE-RETIREMENT	64,223	46,113	47,705	44,575	29,927	45,209	51,267	51,267	51,267
012010-2300	EMPLOYERS SHARE-HOSPITALIZAT	43,750	44,862	41,190	30,593	43,496	49,380	49,380	49,380	49,380
012010-2400	EMPLOYERS SHARE-GROUP LIFE I	6,090	5,888	6,091	6,195	4,157	6,280	7,122	7,122	7,122
012010-2500	EMPLOYERS SHARE-VRS HYBRID S							339	339	339
012010-2700	WORKERS COMPENSATION INS.	263	525	433	480	401	401	496	496	496
012010-3121	AUDITING-CONTRACTUAL	52,800	54,100	55,400	56,700	56,700	56,700	58,700	58,700	58,700
012010-3124	COST ALLOCATION PLAN	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
012010-3600	ADVERTISING	5,691	6,454	9,320	7,500	5,245	8,500	11,800	9,000	9,000
012010-5201	POSTAL SERVICES	944	730	1,092	1,000	618	1,000	1,000	1,000	1,000
012010-5203	TELEPHONE SERVICES	3,412	3,987	4,304	4,300	2,364	4,300	4,300	4,300	4,300
012010-5305	MOTOR VEHICLE INSURANCE	1,162	1,172	1,153	1,200	2,166	2,170	1,200	1,200	1,200
012010-5307	LIABILITY INS.-PUBLIC OFFICI	3,667	3,667	3,667	3,700	3,667	3,700	3,700	3,700	3,700
012010-5501	TRAVEL EXPENSES	4,323	5,458	5,566	5,500	5,856	6,000	6,500	6,000	6,000
012010-5801	DUES & SUBSCRIPTIONS	19,929	18,701	20,132	20,600	20,173	21,145	20,750	20,600	20,600
012010-6001	OFFICE SUPPLIES	8,390	7,483	7,583	8,500	3,799	8,500	9,000	8,500	8,500
012010-6008	MOTOR VEHICLE FUEL	1,162	1,020	1,370	1,800	1,143	1,800	1,800	1,800	1,800
012010-6009	MOTOR VEHICLE MAINT. & SUPPL	801	835	876	900	2,574	2,830	1,700	1,700	1,700
012010-8002	FURNITURE & FIXTURES	7,441	1,341	1,341	900	2,000	2,000	8,300	3,500	3,500
	TOTAL DEPARTMENT	841,105	703,934	732,352	743,074	525,803	754,513	853,068	844,318	844,318
12030	HUMAN RESOURCES									
012030-1100	SALARIES & WAGES	140,817	178,547	183,089	186,775	125,425	189,503	192,233	192,233	192,233
012030-1300	SALARIES & WAGESPART-TIME	1,326	762	1,326	1,326	1,326	1,326	1,326	1,326	1,326
012030-2100	EMPLOYERS SHARE-FICA	9,977	12,436	12,853	14,290	8,762	13,899	14,706	14,706	14,706
012030-2210	EMPLOYERS SHARE-RETIREMENT	17,673	18,343	18,878	17,615	11,828	17,870	18,128	18,128	18,128
012030-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,970	22,260	22,442	24,715	15,013	23,208	24,690	24,690	24,690
012030-2400	GROUP LIFE INSURANCE	1,676	2,342	2,410	2,450	1,643	2,482	2,518	2,518	2,518

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY2016 ACTUAL	PREVIOUS YEAR FY2017 ACTUAL	PREVIOUS YEAR FY2018 ACTUAL	Adopted FY2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY2019 EXPENSE	Dept FY2020 REQUEST	Admin FY2020 RECOMMEND	Adopted FY2020 BUDGET
012030-2500	EMPLOYERS SHARE-VRS HYBRID S		199		202	137	207	209		209
012030-2700	WORKERS COMPENSATION INS.	100	126		168	155	155	170		170
012030-3102	WELLNESS PROGRAM	23		616		1,433				
012030-3600	ADVERTISING	874	1,206	1,626	1,500	2,782	2,500	1,500	1,500	1,500
012030-5201	POSTAGE SERVICES	823	755	567	1,100	392	1,100	1,100	1,100	1,100
012030-5203	TELEPHONE SERVICES	573	591	710	600	527	600	600	600	600
012030-5501	TRAVEL EXPENSES	1,074	681	1,285	1,000	72	-1,000	1,000	1,000	1,000
012030-5504	IN-SERVICE TRAINING & EDUCAT	17,615	19,536	13,435	20,000	13,001	20,000	20,000	20,000	20,000
012030-5506	EMPLOYEE RECOGNITION & AWARD									
012030-5801	DUES & SUBSCRIPTIONS	1,109	1,109	689	689	659	699	699	699	699
012030-5801	OFFICE SUPPLIES	4,278	4,076	4,310	4,000	2,154	4,000	4,000	4,000	4,000
012030-6001	TOTAL DEPARTMENT	212,908	262,969	262,048	275,124	183,839	277,223	281,553	281,553	281,553
	12040									
	COUNTY ATTORNEY									
012040-1100	SALARIES & WAGES	150,814	172,896	182,045	183,875	124,144	208,811	275,250	275,250	275,250
012040-1300	SALARIES & WAGES/PART-TIME		913	1,076		568	1,000			
012040-2100	EMPLOYERS SHARE-FICA	11,221	12,961	12,799	14,070	8,596	15,134	21,057	21,057	21,057
012040-2210	EMPLOYERS SHARE-RETIREMENT	18,927	18,100	18,678	17,340	11,707	19,644	25,956	25,956	25,956
012040-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,970	15,710	15,436	16,480	10,494	18,156	24,690	24,690	24,690
012040-2400	EMPLOYERS SHARE-GROUP LIFE I	1,795	2,311	2,385	2,410	1,626	2,729	3,606	3,606	3,606
012040-2500	EMPLOYERS SHARE-VRS HYBRID S						125	502	502	502
012040-2700	WORKERS COMPENSATION INS	95	121	162	180	154	154	252	252	252
012040-3120	CONTRACT SERVICES	106,297	109,267	383,973	100,000	45,307	120,000	120,000	100,000	100,000
012040-5201	POSTAGE	147	62	83	500	55	500	500	300	300
012040-5203	TELEPHONE SERVICES	941	741	860	800	640	800	970	970	970
012040-5501	TRAVEL EXPENSES/EDUCATION	1,840	2,106	2,170	2,500	1,517	2,500	4,000	3,500	3,500
012040-5801	DUES & SUBSCRIPTIONS	1,000	1,154	1,329	1,300	1,257	1,300	2,115	2,115	2,115
012040-6001	OFFICE SUPPLIES	966	908	1,055	1,650	1,025	1,650	2,000	2,000	2,000
012040-6004	LAW BOOKS	4,184	2,043	2,232	4,000	1,890	7,600	7,500	3,900	3,900
012040-8001	FURNITURE & FIXTURES		2,105				1,500	2,000	1,000	1,000
012040-8001	TOTAL DEPARTMENT	313,197	341,398	624,283	345,105	208,980	401,603	490,398	465,098	465,098
	12090									
	COMMISSIONER OF THE REVENUE									
012090-1100	SALARIES & WAGES	547,935	555,935	554,901	597,235	385,559	596,696	640,336	638,361	638,361
012090-1300	SALARIES & WAGES/PART-TIME	6,699	5,890	4,862		107	6,700			
012090-2100	EMPLOYERS SHARE-FICA	40,762	41,051	40,908	45,690	28,329	44,758	48,986	48,835	48,835
012090-2210	EMPLOYERS SHARE-RETIREMENT	67,877	56,611	55,651	63,965	36,358	55,443	60,384	57,840	57,840
012090-2300	EMPLOYERS SHARE-HOSPITALIZAT	74,850	76,130	76,771	90,620	45,499	79,050	98,760	90,530	90,530
012090-2400	EMPLOYERS SHARE-GROUP LIFE I	6,436	7,228	7,140	7,500	5,051	7,702	8,388	8,035	8,035
012090-2500	EMPLOYERS SHARE-VRS HYBRID S		356	177		180	120	379	201	201
012090-2700	WORKERS COMPENSATION INS	1,877	2,520	3,365	3,705	2,405	2,405	2,677	2,651	2,651
012090-3320	MAINTENANCE SERVICE CONTRACT	517	542	570	555	445	445	625	625	625
012090-3500	BOOKBINDING	643	1,399	1,457	1,500	1,381	1,381	1,500	1,500	1,500
012090-3501	CONTRACTUAL ASSESSMENTS-NADA	8,405	8,484	9,140	8,500	9,200	9,200	9,200	9,200	9,200
012090-3600	ADVERTISING	1,075	519	144	1,000	1,000	1,000	1,000	500	500
012090-4100	DATA PROCESSING SERVICES	19,670	19,555	21,626	21,000	21,678	26,100	29,100	29,100	29,100
012090-5201	POSTAL SERVICES	33,022	31,997	32,476	33,500	36,500	36,500	36,900	35,900	35,900
012090-5203	TELEPHONE SERVICES	2,908	2,992	3,038	3,100	2,211	3,100	3,100	3,100	3,100
012090-5305	MOTOR VEHICLE INSURANCE	1,162	1,172	1,153	1,200	1,083	1,200	1,200	1,200	1,200
012090-5501	TRAVEL EXPENSES	4,434	8,223	6,430	7,260	5,799	8,700	8,700	7,700	7,700
012090-5801	DUES & SUBSCRIPTIONS	1,410	1,410	1,505	1,600	1,410	1,705	1,705	1,705	1,705
012090-6001	OFFICE SUPPLIES	12,984	16,993	16,317	17,000	10,970	17,000	17,000	16,500	16,500
012090-6008	MOTOR VEHICLE FUEL	1,044	667	698	1,300	527	1,000	1,000	700	700

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept		Admin		Adopted		
		FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034
012090-6009	MOTOR VEHICLE MAINT. & SUPPL	901	244																	
012090-8002	FURNITURE & FIXTURES	2,710																		
	TOTAL DEPARTMENT	837,677	839,782																	
	12100 REASSESSMENT																			
012100-3329	CONTRACTUAL SERVICES																			
012100-3600	ADVERTISING																			
012100-5201	POSTAGE																			
012100-5203	TELEPHONE SERVICES																			
012100-6001	OFFICE SUPPLIES																			
012100-8001	COMPUTER EQUIPMENT																			
012100-8002	FURNITURE & FIXTURES																			
	TOTAL DEPARTMENT																			
	12110 BOARD OF EQUALIZATION																			
012110-1600	COMPENSATION OF BOARD MEMBER																			
012110-3600	ADVERTISING																			
012110-5201	POSTAGE																			
012110-5203	TELEPHONE																			
012110-6001	OFFICE SUPPLIES																			
	TOTAL DEPARTMENT																			
	12130 TREASURER																			
012130-1100	SALARIES & WAGES	335,329	324,377																	
012130-1300	SALARIES & WAGES/PART-TIME	43																		
012130-2100	EMPLOYERS SHARE-FICA	25,387	24,030																	
012130-2210	EMPLOYERS SHARE-RETIREMENT	41,398	33,304																	
012130-2300	EMPLOYERS SHARE-HOSPITALIZAT	52,395	51,355																	
012130-2400	EMPLOYERS SHARE-GROUP LIFE I	3,926	4,252																	
012130-2500	EMPLOYERS SHARE-VRS HYBRID S	83	334																	
012130-2700	WORKERS COMPENSATION INS	244	291																	
012130-3500	BOOKBINDING	650																		
012130-3600	ADVERTISING	328	144																	
012130-4100	DATA PROCESSING SERVICES	9,751	10,055																	
012130-5201	POSTAL SERVICES	47,801	48,067																	
012130-5203	TELEPHONE SERVICES	1,849	2,277																	
012130-5307	MONEY & SECURITIES INSURANCE	1,077	1,084																	
012130-5501	TRAVEL EXPENSES	1,947	3,178																	
012130-5801	DUES & SUBSCRIPTIONS	1,330	1,275																	
012130-6001	OFFICE SUPPLIES	11,771	11,492																	
012130-6018	DOG TAGS	445	990																	
012130-6099	DELINQUENT TAX COLLECTION EX	3,109	1,895																	
012130-8002	FURNITURE & FIXTURES																			
	TOTAL DEPARTMENT	538,863	518,400																	
	12150 FINANCE																			
012150-1100	SALARIES & WAGES	257,996	252,273																	
012150-2100	EMPLOYERS SHARE-FICA	19,091	17,900																	
012150-2210	EMPLOYERS SHARE-RETIREMENT	32,087	25,476																	
012150-2300	EMPLOYERS SHARE-HOSPITALIZAT	37,425	42,710																	
012150-2400	EMPLOYERS SHARE-GROUP LIFE I	3,042	3,253																	
012150-2500	EMPLOYERS SHARE-VRS HYBRID S	72	401																	
012150-2700	WORKERS COMPENSATION INS.	201	226																	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept		Admin		Adopted	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2020	FY/2020	EXPENSE	REQUEST	RECOMMEND	FY/2020	BUDGET			
012150-4100	DATA PROCESSING SERVICES	5,281	4,414	4,750	13,658	5,113	5,150	8,800	5,540								
012150-5201	POSTAL SERVICES	3,137	3,565	3,145	3,300	2,519	3,350	3,350	3,350								
012150-5203	TELEPHONE SERVICES	1,267	1,160	1,269	1,300	949	1,300	1,300	1,300								
012150-5501	TRAVEL EXPENSES	612	4,601	2,307	2,900	3,209	3,800	6,300	5,300								
012150-5801	DUES & SUBSCRIPTIONS	790	675	725	860	673	700	875	875								
012150-6001	OFFICE SUPPLIES	3,385	4,554	5,254	4,500	3,787	5,000	4,900	4,900								
012150-8002	OFFICE FURNITURE	128	1,171	1,171	930	4,119	930	930	415,382								
	TOTAL DEPARTMENT	364,514	363,383	401,857	470,020	296,004	404,926	420,572									
12200	INFORMATION TECHNOLOGY																
012200-1100	SALARIES & WAGES	327,262	332,266	344,286	346,475	234,006	353,384	404,441	363,526								
012200-1200	SALARIES & WAGES/OVER-TIME	7,957	7,921	7,922	8,000	5,407	8,063	8,000	8,000								
012200-1300	SALARIES & WAGES/PART-TIME	26,480	28,284	37,011	37,790	22,727	36,466	38,871	38,871								
012200-2100	EMPLOYERS SHARE-FICA	26,549	26,980	28,410	30,010	19,070	34,250	34,250	31,285								
012200-2210	EMPLOYERS SHARE-RETIREMENT	40,845	34,220	35,213	32,675	21,959	33,205	37,800	34,145								
012200-2300	EMPLOYERS SHARE-HOSPITALIZAT	52,395	53,645	53,575	57,670	36,313	56,024	65,840	57,610								
012200-2400	EMPLOYERS SHARE-GROUP LIFE I	3,873	4,369	4,498	4,540	3,051	4,613	5,251	4,743								
012200-2500	EMPLOYERS SHARE-VRS HYBRID S	169	175	185	190	125	190	446	218								
012200-2700	WORKERS COMPENSATION INS.	1,030	1,349	1,710	1,885	1,529	1,529	2,741	1,686								
012200-3320	MAINTENANCE SERVICE CONTRACT	69,997	89,680	92,621	131,336	92,289	136,280	136,687	130,587								
012200-3321	MAINTENANCE SERVICE - GIS	17,891	19,100	17,600	18,480	17,600	17,600	18,480	17,600								
012200-3322	CONTRACT SERVICES	30,464	29,447	21,681	31,550	17,961	33,552	35,179	33,552								
012200-3323	CONTRACT SERVICES-GIS	1,000	1,000	1,000	1,000	1,000	1,000	1,500	1,500								
012200-5201	POSTAL SERVICES	1	18	40	100	100	200	210	110								
012200-5203	TELEPHONE SERVICES	55,458	58,147	59,563	34,523	42,904	53,692	33,466	33,312								
012200-5305	MOTOR VEHICLE INSURANCE	581	586	577	600	542	573	600	600								
012200-5501	TRAVEL & TRAINING EXPENSES	6,167	6,426	4,675	4,200	405	4,200	6,510	5,000								
012200-5502	TRAVEL & TRAINING - GIS	274	647	647	900	900	900	1,470	1,470								
012200-5801	DUES & SUBSCRIPTIONS	50	200	200	300	250	300	300	300								
012200-6001	OFFICE SUPPLIES	2,743	2,485	3,711	4,000	3,781	6,060	6,363	5,363								
012200-6002	OFFICE SUPPLIES - GIS	1,325	70	1,000	700	332	1,500	1,575	1,075								
012200-6008	MOTOR VEHICLE FUEL	285	434	361	700	180	735	735	735								
012200-6009	MOTOR VEHICLE MAINT & SUPPLI	583	682	306	1,000	163	1,000	1,050	1,050								
012200-8002	COMPUTER HARDWARE	8,002	5,537	2,086	2,300	2,300	2,300	2,300	2,300								
012200-8003	COMPUTER SOFTWARE	681,381	707,093	720,392	748,924	530,734	793,575	919,615	782,338								
	TOTAL DEPARTMENT	3,789,645	3,736,959	4,473,292	4,279,217	2,921,680	4,408,028	4,505,983	4,310,482								
	GENERAL GOVT ADMIN																
13010	BOARD OF ELECTIONS																
013010-1100	SALARIES & WAGES	87,666	82,110	84,062	84,545	56,594	85,242	87,061	87,621								
013010-1300	SALARIES & WAGES/PART-TIME	27,107	28,984	16,109	29,100	11,620	29,100	30,646	30,646								
013010-1600	COMPENSATION OF MEMBERS	10,496	10,530	10,724	10,745	7,161	10,530	10,742	10,742								
013010-2100	EMPLOYERS SHARE-FICA	9,503	9,066	8,387	9,515	5,703	10,633	9,826	9,869								
013010-2210	EMPLOYERS SHARE-RETIREMENT	9,703	8,424	7,975	5,337	8,210	8,038	8,263	8,263								
013010-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,970	15,015	15,436	16,480	10,494	16,096	16,460	16,460								
013010-2400	EMPLOYERS SHARE-GROUP LIFE I	920	1,076	1,101	1,110	741	1,117	1,141	1,141								
013010-2500	EMPLOYERS SHARE-VRS HYBRID S	128	161	166	170	144	173	177	177								
013010-2700	WORKERS COMPENSATION INS.	76	157	164	180	144	144	160	160								
013010-3200	COMP. OF ELECTION OFFICIALS	28,240	38,535	34,800	38,110	33,032	40,110	47,620	42,820								
013010-3201	CUSTODIAN & MECH.-VOTING MAC	3,737	4,171	6,965	9,922	8,492	9,922	9,922	9,922								
013010-3320	MAINTENANCE SERVICE CONTRACT	10,270	10,270	16,935	16,935	14,660	14,660	23,610	23,610								

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016		PREVIOUS YEAR FY/2017		PREVIOUS YEAR FY/2018		Adopted FY/2019		Actual 2019/03		Projected FY/2019		Dept FY/2020		Admin FY/2020		Adopted FY/2020	
		ACTUAL		ACTUAL		ACTUAL		BUDGET		ACTUAL		EXPENSE		REQUEST		RECOMMEND		BUDGET	
013010-3600	ADVERTISING	555	350	760	750	750	750	750	750	750	750	750	750	750	750				
013010-3900	PRIMARY ELECTIONS	55,883	51,931	49,657	13,010	52,629	72,185	128,391	80,000										
013010-3901	TOWN ELECTIONS																		
013010-3902	REDISTRICTING																		
013010-5201	POSTAL SERVICES	5,513	7,625	6,401	5,500	5,500	5,500	5,500	5,500	4,195	5,500	5,500	7,000	7,000	6,500				
013010-5203	TELEPHONE SERVICES	1,020	856	969	1,100	724	1,100	1,100	1,100	724	1,100	1,100	1,100	1,100	1,100				
013010-5300	INSURANCE - VOTING MACHINES	285	285	285	350	285	285	285	285	285	285	285	350	350	350				
013010-5402	RENT OF VOTING PRECINCTS	1,500	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400	1,400				
013010-5501	TRAVEL EXPENSES	6,946	6,559	7,033	7,000	4,697	7,000	7,000	7,000	4,697	7,000	7,000	9,895	9,895	8,395				
013010-5801	DUES & SUBSCRIPTIONS	330	180	350	350	350	350	350	350	350	350	350	350	350	350				
013010-6001	OFFICE SUPPLIES	3,916	4,831	4,835	5,000	2,807	5,000	5,000	5,000	2,807	5,000	5,000	6,000	6,000	5,000				
013010-6007	REPAIRS & MAINTENANCE-VOTING	1,474			500	500	500	500	500		500	500	500	500	500				
013010-6028	BALLOTS & VOTING MACHINE SUP	1,142	6,554	21,933	22,307	22,307	22,307	22,307	22,307	19,239	22,307	22,307	22,927	22,927	20,927				
013010-8002	FURNITURE & EQUIPMENT	870			600	600	600	600	600		600	600	2,100	2,100					
	TOTAL DEPARTMENT	282,250	287,070	297,087	321,673	186,889	342,742	426,538	366,710										
	BOARD OF ELECTIONS	282,250	287,070	297,087	321,673	186,889	342,742	426,538	366,710										
	20000 JUDICIAL ADMINISTRATION																		
	21000 COURTS																		
	21010 CIRCUIT COURT																		
021010-1100	SALARIES & WAGES	44,942	89,300	124,232	128,025	84,362	128,317	118,400	114,647										
021010-1300	SHARE OF SALARY-LAW CLERK	19,528	22,408																
021010-2100	EMPLOYERS SHARE-FICA	3,415	6,751	9,456	9,795	6,438	9,802	9,058	8,771										
021010-2210	EMPLOYERS SHARE-RETIREMENT	5,640	9,119	12,352	12,075	7,802	11,947	11,165	10,811										
021010-2300	EMPLOYERS SHARE-HOSPITALIZAT	7,485	13,790	18,038	24,715	9,840	19,561	24,690	24,690										
021010-2400	EMPLOYERS SHARE-GROUP LIFE I	535	1,164	1,577	1,680	1,084	1,660	1,551	1,502										
021010-2500	EMPLOYERS SHARE-YRS HYBRID S		172	191	230	136	215	455	455										
021010-2700	WORKERS COMPENSATION INS	32	40	84	95	105	105	116	116										
021010-3200	COMPENSATION-JURORS & WITNES	4,170	1,500	3,284	3,000	3,240	4,000	4,000	3,500										
021010-3201	COMPENSATION OF JURY COMMISS	2,369	3,164	2,010	3,500	1,410	3,500	3,500	3,000										
021010-3320	MAINTENANCE SERVICE CONTRACT																		
021010-5201	POSTAL SERVICES	1,114	420																
021010-5203	TELEPHONE SERVICES	766	854	982	900	676	900	900	900										
021010-5801	DUES & SUBSCRIPTIONS	1,524	1,605	1,008	1,550	1,239	1,550	1,550	1,550										
021010-6001	OFFICE SUPPLIES	2,714	4,970	2,967	3,500	2,851	3,500	3,500	3,000										
021010-8002	FURNITURE & EQUIPMENT		530																
	TOTAL DEPARTMENT	94,234	155,787	176,181	189,065	119,183	185,057	178,885	172,942										
	21020 GENERAL DISTRICT COURT																		
021020-1100	SALARIES & WAGES-SUPPLEMENT																		
021020-5203	TELEPHONE SERVICES	2,765	2,533	2,998	3,000	2,025	3,000	3,000	3,000										
021020-5501	TRAVEL EXPENSES	125	200	200	175	200	200	200	500										
021020-5801	DUES & SUBSCRIPTIONS	185	185	185	500	124	500	500	500										
021020-6001	OFFICE SUPPLIES	2,235	2,517	3,305	3,000	1,598	3,000	3,000	3,000										
021020-8002	FURNITURE & EQUIPMENT	752	4,243	4,062	600	800	800	1,000	500										
	TOTAL DEPARTMENT	5,877	9,678	10,750	7,300	3,922	7,500	30,667	7,500										
	21030 MAGISTRATE																		
021030-5201	POSTAGE	50	26	64	50	50	50	56	56										
021030-5203	TELEPHONE SERVICES	1,877	1,893	1,320	2,000	916	2,000	2,000	2,000										
021030-5501	TRAVEL & TRAINING		2	200	200	200	200	200	200										
021030-5604	PRO-RATA SHARE-CHIEF MAGISTR	100	100	90	116	100	100	116	116										

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	ADOPTED FY/2019 BUDGET	ACTUAL 2019/03 ACTUAL	PROJECTED FY/2019 EXPENSE	DEPT FY/2020 REQUEST	ADMIN FY/2020 RECOMMEND	ADOPTED FY/2020 BUDGET
021030-5801	DUES & SUBSCRIPTIONS	444	482	526	670	596	670	824	824	
021030-6001	OFFICE SUPPLIES	268	282	155	400	368	400	500	400	
021030-6002	OFFICE SUPPLIES WASH ACCOUNT									
021030-8002	FURNITURE & EQUIPMENT	457	298	1,983	500	100	1,900	1,400	3,596	
	TOTAL DEPARTMENT	3,196	3,081	4,140	3,936	2,080	5,320	5,096		
21060	CLERK OF THE CIRCUIT COURT									
021060-1100	SALARIES & WAGES	506,679	515,833	547,902	578,070	367,095	553,714	570,948	573,738	
021060-1300	PART-TIME WAGES	14,471	18,752	44,750	34,945	24,764	24,772	35,642	35,642	
021060-1301	PART-TIME SAL & WAGES-GRANT									
021060-2100	EMPLOYERS SHARE-FICA	37,829	38,986	43,221	46,900	28,281	42,862	44,902	46,618	
021060-2210	EMPLOYERS SHARE-RETIREMENT	63,277	52,659	55,841	54,515	34,617	52,215	53,840	54,104	
021060-2300	EMPLOYERS SHARE-HOSPITALIZAT	81,386	84,695	83,144	90,620	49,854	81,983	90,530	90,530	
021060-2400	EMPLOYERS SHARE-GROUP LIFE I	6,000	6,724	7,130	7,575	4,809	7,254	7,479	7,516	
021060-2500	EMPLOYERS SHARE-VRS HYBRID S	164	288	461	585	393	594	629	621	
021060-2700	WORKERS COMPENSATION INS.	355	465	502	555	501	562	562	565	
021060-3121	AUDITING-APA	2,938	2,982	2,112	3,500	3,500	3,500	3,500	2,500	
021060-5201	POSTAL SERVICES	7,897	8,477	9,026	9,000	6,050	9,000	9,200	9,200	
021060-5203	TELEPHONE SERVICES	10,340	9,821	12,598	10,000	8,203	12,600	12,600	12,600	
021060-5501	TRAVEL EXPENSES	3,040	4,574	3,018	3,000	1,992	2,500	3,000	2,500	
021060-5801	DUES & SUBSCRIPTIONS	545	570	595	625	595	625	625	625	
021060-6001	OFFICE SUPPLIES	5,287	4,665	5,194	5,000	2,936	5,000	5,000	4,500	
021060-6002	TECHNOLOGY MAINTENANCE	41,877	15,747	30,700	45,000	15,571	30,000	45,000	45,000	
021060-6014	STATE LIBRARY GRANT	1,178	33,492	724	500	130	1,100	600	15,000	
021060-8002	FURNITURE & FIXTURES	22,971	40,000	30,000	40,000	20,000	20,000	40,000	40,000	
021060-9999	TECHNOLOGY TRUST FUND	806,234	845,588	876,918	960,390	565,791	858,292	939,057	941,259	
	TOTAL DEPARTMENT	909,541	1,014,134	1,067,989	1,160,691	690,976	1,056,169	1,153,705	1,125,297	
22010	COMMONWEALTH ATTORNEY									
022010-1100	SALARIES & WAGES	614,262	606,735	658,082	683,585	442,566	672,330	786,626	693,356	
022010-1300	SALARIES & WAGES/PART-TIME	45,061	44,416	48,451	52,295	32,469	50,372	60,177	53,042	
022010-2100	EMPLOYERS SHARE-FICA	74,981	61,942	67,629	64,465	41,734	63,401	74,179	65,384	
022010-2300	EMPLOYERS SHARE-RETIREMENT	74,850	75,200	76,771	90,620	54,031	84,946	106,990	90,530	
022010-2400	EMPLOYERS SHARE-HOSPITALIZAT	7,103	7,902	8,632	8,955	5,798	8,808	10,305	9,083	
022010-2500	EMPLOYERS SHARE-GROUP LIFE I	521	1,342	1,833	2,030	1,399	2,131	2,771	2,197	
022010-2700	EMPLOYERS SHARE-VRS HYBRID S	349	489	565	625	558	558	707	617	
022010-3120	WORKERS COMPENSATION INS.									
022010-3320	MAINTENANCE SERVICE CONTRACT									
022010-5201	POSTAL SERVICES	1,009	1,256	648	1,500	419	1,000	1,500	700	
022010-5203	TELEPHONE SERVICES	4,669	6,525	8,623	6,200	3,371	5,500	6,200	6,200	
022010-5501	TRAVEL EXPENSES	5,650	6,038	8,144	5,200	3,581	5,816	6,200	5,700	
022010-5801	DUES & SUBSCRIPTIONS	4,825	4,590	4,576	4,600	4,000	4,600	6,210	5,485	
022010-6001	OFFICE SUPPLIES	11,153	16,205	10,584	11,000	10,192	12,000	11,000	11,000	
022010-6004	LAW BOOKS	7,443	4,392	5,618	6,600	5,614	6,600	6,800	6,020	
022010-6017	VICTIMWITNESS GRANT	76,790	76,695	76,918	79,000	48,111	79,000	79,000	79,000	
022010-6018	DOMESTIC VIOLENCE GRANT	53,558	53,811	47,452	53,800	43,520	53,800	53,800	53,800	
022010-6019	SAME GRANT	9,838	12,064	12,158	15,235	11,217	15,235	15,235	15,235	
022010-6025	LITTER CONTROL PROGRAM									
022010-8002	FURNITURE & EQUIPMENT	11,903	15,773	10,543	1,000	223	1,000	1,200	1,200	
022010-8005	DEPRECIATION/SOFTWARE									
	TOTAL DEPARTMENT	1,003,965	1,007,582	1,069,434	1,109,870	736,483	1,094,797	1,258,200	1,122,649	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ACTUAL		ACTUAL		ACTUAL		Admin		Adopted	
		FY2016	FY2017	FY2018	FY2019	FY2020	FY2020	FY2019	FY2020	FY2019	FY2020	FY2019	FY2020	FY2019	FY2020	FY2019	FY2020
	COMMONWEALTH ATTORNEY	1,003,965	1,007,582														
	PUBLIC SAFETY																
30000	LAW ENFORCEMENT & DISPATCH																
31020	SHERIFF																
031020-1100	SALARIES & WAGES	3,239,808	3,271,800	3,579,793	3,789,495	2,580,897	3,896,935	4,647,518	1,258,200	1,122,649							
031020-1103	NEW CAREER REQUESTS	160,707	178,162	168,418	149,535	100,738	152,078	154,021									
031020-1104	COURTROOM SECURITY	25,300	33,829	45,046	31,061	42,013											
031020-1105	TDO TRANSPORT GRANT	334,355	447,105	214,164	255,000	121,452	200,000	255,000									
031020-1200	OVER-TIME	273,822	286,735	294,659	320,843	210,225	320,627	386,825									
031020-2100	EMPLOYERS SHARE-FICA	412,948	349,355	366,267	371,450	240,014	371,679	395,557									
031020-2210	EMPLOYERS SHARE-RETIREMENT	590,600	588,675	632,124	708,468	430,428	677,335	707,780									
031020-2300	EMPLOYERS SHARE-HOSPITALIZAT	39,157	44,608	46,820	51,601	33,588	51,891	60,507									
031020-2400	EMPLOYERS SHARE-VRS HYBRID S	251	747	880	1,590	630	952	786									
031020-2500	WORKERS COMPENSATION INS	43,913	61,993	87,709	101,320	84,942	84,942	91,222									
031020-3110	PHYSICALS-NEW EMPLOYEES	247	1,470	854	6,000	1,310	6,000	10,000									
031020-3202	PROFESSIONAL SERVICES	2,080	2,540	2,942	4,500	1,662	6,000	5,500									
031020-3320	MAINTENANCE SERVICE CONTRACT	73,867	68,266	86,253	107,600	86,757	107,600	111,050									
031020-3321	RADIO MAINTENANCE CONTRACT		10,500	3,324	5,000	5,000	5,000	41,000									
031020-5201	POSTAL SERVICES	3,260	3,815	3,812	4,000	2,947	4,000	5,500									
031020-5203	TELEPHONE SERVICES	67,080	68,606	66,604	96,950	58,895	96,950	111,000									
031020-5305	MOTOR VEHICLE INSURANCE	50,502	52,125	53,094	55,600	51,496	54,500	57,000									
031020-5501	TRAVEL & TRAINING	35,375	30,635	30,832	48,000	42,441	58,000	55,900									
031020-5801	DUES & SUBSCRIPTIONS	9,099	7,242	9,170	15,000	7,928	15,000	20,885									
031020-6001	OFFICE SUPPLIES	32,473	29,057	27,343	30,000	24,581	30,000	35,600									
031020-6005	CRIME PREVENTION SUPPLIES	6,126	6,662	6,292	6,000	3,261	6,000	9,200									
031020-6008	MOTOR VEHICLE FUEL	152,653	193,170	227,838	220,000	164,113	240,000	240,000									
031020-6009	MOTOR VEHICLE MAINT & SUPPL	116,713	197,347	134,025	135,000	102,327	150,000	155,000									
031020-6010	POLICE SUPPLIES	34,402	55,089	46,481	68,650	47,201	68,650	71,450									
031020-6011	WEARING APPAREL-UNIFORMS	48,610	83,556	83,989	91,500	41,823	91,500	84,500									
031020-6012	RADAR EQUIPMENT	9,296	6,433	17,733	17,100	11,989	17,100	37,100									
031020-6013	AMMO RANGE SUPPLIES	20,440	18,259	39,413	35,481	23,614	35,481	46,500									
031020-6014	K-9 UNIT	16,551	21,825	22,600	21,401	22,600	22,600	23,100									
031020-6016	TACTICAL UNIT EXPENSES	29,204	43,018	56,002	57,100	33,419	57,100	65,600									
031020-6018	PUBLIC SAFETY GRANTS	11,590	14,380	150	5,000	17,436	17,436	5,000									
031020-7002	CENTRAL SHEN CRIMINAL JUSTIC	47,600	52,700	52,700	57,700	53,940	57,700	55,800									
031020-8001	EQUIPMENT-COMPUTER	32,554	13,027	58,268	17,220	26,590	17,220	164,200									
031020-8002	FURNITURE & EQUIPMENT	12,807	3,647	4,416	1,000		3,500	500									
	TOTAL DEPARTMENT	5,933,490	6,240,209	6,472,240	6,856,303	4,659,106	6,965,789	8,153,601									
	EMERGENCY COMMUNICATIONS C																
31040	SALARIES & WAGES	764,189	790,577	753,717	781,580	460,670	729,332	1,018,296									
031040-1100	NEW CAREER REQUESTS	56,610	64,700	70,355	65,000	61,106	75,348	70,000									
031040-1300	SALARIES & WAGES-OVERTIME	21,376	24,081	9,020	15,000	6,321	11,868	15,000									
031040-2100	EMPLOYERS SHARE-FICA	62,830	61,141	65,911	39,090	61,498	69,073	84,402									
031040-2210	EMPLOYERS SHARE-RETIREMENT	96,410	79,710	76,893	73,705	43,568	69,073	96,025									
031040-2300	EMPLOYERS SHARE-HOSPITALIZAT	134,730	131,700	134,280	148,280	81,309	133,591	189,290									
031040-2400	EMPLOYERS SHARE-GROUP LIFE I	9,142	10,177	9,818	10,240	6,053	9,596	13,340									
031040-2500	EMPLOYERS SHARE-VRS HYBRID S	770	968	1,094	1,260	799	1,380	2,466									
031040-2700	WORKERS COMPENSATION INS	1,684	2,165	2,763	3,040	2,421	2,421	2,857									

GL NUMBER	DESCRIPTION	PREVIOUS YEAR	PREVIOUS YEAR	PREVIOUS YEAR	PREVIOUS YEAR	Actual	Projected	Dept	Admin	Adopted
		FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 BUDGET	2019/03 ACTUAL	FY2019 EXPENSE	FY2020 REQUEST	FY2020 RECOMMEND	FY2020 BUDGET
031040-3110	CONTRACTUAL PROFESSIONAL SER	4,200	4,200	4,536	4,200	4,200	4,200	4,200	4,200	4,200
031040-3320	MAINTENANCE SERVICE CONTRACT	200,131	211,510	223,758	263,000	63,284	263,000	263,500	263,500	263,500
031040-5100	UTILITIES-TOWER SITES		3,712	9,702	12,000	6,360	12,000	10,000	10,000	10,000
031040-5201	POSTAL SERVICES	442	532	611	650	390	650	715	715	715
031040-5203	TELEPHONE SERVICES	153,478	178,976	179,889	210,000	131,717	210,000	235,500	225,000	225,000
031040-5305	MOTOR VEHICLE INSURANCE	823	1,066	1,045	1,400	1,379	1,400	1,400	1,400	1,400
031040-5400	COMMUNICATIONS SITE LEASE	67,750	95,201	127,597	127,500	84,456	127,500	142,000	142,000	142,000
031040-5401	EQUIPMENT LEASE (MICROWAVE)	32,400	27,150	7,800						
031040-5501	TRAVEL EXPENSES	750	1,770	5,138	3,800	100	3,800	3,800	2,800	2,800
031040-5801	DUES & SUBSCRIPTIONS	471	396	304	650	309	650	650	650	650
031040-6001	OFFICE SUPPLIES	4,718	5,935	6,016	6,000	4,370	6,000	6,800	5,800	5,800
031040-6007	MAINTENANCE SUPPLIES	599	370	41	1,000	538	1,000	1,500	1,500	1,500
031040-6008	VEHICLE & POWER EQUIP. FUEL	107	136		350	161	350	350	350	350
031040-6009	TRANSPORTATION-VEHICLES	62	233	569	1,000		1,000	1,000	600	600
031040-6011	WEARING APPAREL									
031040-6013	EDUCATION & TRAINING MATERIA	415	475	748	500	261	500	500	500	500
031040-6015	EMERGENCY MANAGEMENT EXPENSE	60			500		500	500	500	500
031040-7002	C.S.C.J.T.C.-ASSESSMENT	11,160	11,160	11,160	11,160	11,160	11,160	13,640	12,400	12,400
031040-8001	COMPUTER EQUIPMENT									
031040-8002	FURNITURE & FIXTURES	1,385								
	TOTAL DEPARTMENT	1,626,692	1,711,892	1,697,995	1,807,731	1,005,822	1,737,817	2,178,145	2,063,927	2,063,927
	LAW ENFORCEMENT & DISPATCH	7,560,182	7,952,101	8,170,235	8,664,034	5,664,928	8,703,606	10,331,746	9,283,012	9,283,012
	FIRE DEPARTMENT									
032010-1100	SALARIES & WAGES	3,542,177	3,597,987	3,782,852	4,656,713	3,090,191	4,418,316	4,859,169	4,749,605	4,749,605
032010-1104	NEW CAREER REQUEST									
032010-1200	SALARIES & WAGES - OVERTIME	70,191	65,137	99,127	90,000	136,975	150,000	90,000	90,000	90,000
032010-1300	SALARIES & WAGES/PART-TIME	197,471	139,544	132,046	150,000	56,837	90,000	200,000	180,000	180,000
032010-2100	EMPLOYERS SHARE-FICA	279,410	276,800	291,580	376,780	239,922	362,047	393,911	384,000	384,000
032010-2210	EMPLOYERS SHARE-RETIREMENT	412,194	338,753	355,789	404,465	258,653	393,346	419,338	409,000	409,000
032010-2300	EMPLOYERS SHARE-HOSPITALIZAT	623,771	639,352	659,781	840,280	506,418	792,200	847,690	839,460	839,460
032010-2400	EMPLOYERS SHARE-GROUP LIFE I	39,363	43,497	45,789	56,190	35,932	54,643	56,254	56,818	56,818
032010-2700	WORKERS COMPENSATION INS.	114,202	144,553	155,634	238,620	201,630	201,630	221,832	221,793	221,793
032010-3110	PHYSICALS	21,945	7,743	14,743	12,000	12,030	12,000	21,930	14,930	14,930
032010-3120	PROFESSIONAL SERVICES OMD	40,000	40,000	40,000	40,000	10,000	40,000	40,000	40,000	40,000
032010-3130	ROCKINGHAM COUNTY CONTRACTU									
032010-3310	REPAIRS & MAINT.-CONTRACTUAL	4,958	23,017	16,106	31,580	8,081	31,580	35,680	35,680	35,680
032010-3320	MAINTENANCE SERVICE CONTRACT	39,623	36,106	44,187	44,860	19,122	52,260	66,040	66,040	66,040
032010-3700	LAUNDRY SERVICES									
032010-5201	POSTAL SERVICES	702	449	1,511	1,000	953	1,000	1,000	1,000	1,000
032010-5203	TELEPHONE SERVICES	14,961	15,972	15,794	16,000	11,541	16,000	16,000	16,000	16,000
032010-5305	MOTOR VEHICLE INSURANCE	29,127	32,500	32,560	34,000	1,616	-34,000	38,000	34,000	34,000
032010-5501	RECOGNITION & TRAINING EXPEN	23,711	19,168	23,652	30,200	14,393	30,200	71,200	30,200	30,200
032010-5651	CONTRIBUTION - L.E.P.C.				800	800	800	800	800	800
032010-5801	DUES & SUBSCRIPTIONS	3,828	3,686	3,378	4,695	2,096	4,695	21,070	21,070	21,070
032010-6001	OFFICE SUPPLIES	13,088	12,682	8,043	12,000	10,792	12,000	12,000	8,000	8,000
032010-6006	LINEN SUPPLIES									
032010-6007	REPAIRS & MAINT. SUPPLIES-BL	39,259	55,535	38,694	42,135	32,265	42,135	67,833	41,833	41,833
032010-6008	VEHICLE & POWERED EQUIP.-FUE	53,959	56,549	76,735	90,000	53,655	90,000	80,000	80,000	80,000
032010-6009	APPARATUS/EQUIP.-MAINT & REP	79,587	124,931	129,287	135,000	57,271	135,000	177,000	135,927	135,927
032010-6010	ADMIN VEHICLE MAINT. & REPAI	3,525	1,636	4,569	5,500	3,224	5,500	13,500	8,500	8,500
032010-6011	WEARING APPAREL	51,224	32,122	49,980	53,000	23,736	53,000	83,250	53,250	53,250

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept		Admin		Adopted	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2019	FY/2019	REQUEST	EXPENSE	EXPENSE	REQUEST	FY/2020	FY/2020	RECOMMEND	BUDGET
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL
032010-6012	EMS SUPPLIES	49,156	45,292	56,319	57,400	23,884	57,400	93,427	61,000								
032010-6014	FIRE FIGHTING SUPPLIES	96,905	34,789	45,981	55,400	29,984	55,400	78,300	63,300								
032010-6015	EMERGENCY SEARCH/RESCUE SUPP	881	1,405	6,981	4,000	134	4,000	55,976	10,000								
032010-8001	EQUIPMENT	52,632	15,445	40,112	47,500	21,445	47,500	102,786	52,786								
032010-8002	FURNITURE & FIXTURES	12,104	2,510	2,290	5,000	1,965	5,000	25,700	14,500								
032010-8003	EMS 50/50 GRANT	30,000	30,000	16,115	30,000		30,000		30,000								
032010-8005	VEHICLE																
	TOTAL DEPARTMENT	5,939,954	5,839,160	6,189,635	7,565,118	4,861,513	7,221,652	8,221,686	7,749,498								
32020	EMERGENCY SERVICES-VOLUNTE																
032020-3121	AUDITING - CONTRACTUAL	62,797	64,745	72,656	68,000		68,000	72,500	72,500								
032020-3205	VOLUNTEER FIRE & EMS TRAININ	129,172	57,362	84,956	220,000		220,000	220,000	150,000								
032020-3320	MAINTENANCE CONTRACTS	42,336	46,586	78,500	21,845	21,845	78,500	92,163	68,500								
032020-3800	STATE ASSIST. - FOREST FIRE	11,741	11,741	11,741	11,750	12,288	11,750	11,750	11,750								
032020-5203	TELEPHONE SERVICES	20,073	20,998	21,300	22,000	14,255	22,000	22,000	22,000								
032020-5306	INSURANCE - CASUALTY & PROPE	164,077	171,296	195,827	190,000		200,640	210,000	210,000								
032020-5308	ACCIDENT & HEALTH INS.	54,989	54,989	62,550	68,000	57,360	57,360	196,632	68,000								
032020-5602	MEMBER REIMBURSEMENT-FUEL	189,305	179,930	189,500	225,000	84,290	225,000	225,000	225,000								
032020-5603	MEMBER PAY FOR PARTICIPATION																
032020-5649	S4 FOR LIFE	82,171	83,126	83,132	80,000		80,000	80,000	80,000								
032020-5650	CENTRAL SHEN. E.M.S. COUNCIL	33,530															
032020-6002	VOLUNTEER RECOGNITION	4,187	3,179	3,698	6,000	2,550	10,000	10,000	6,000								
032020-6003	MARKETING & RECRUITMENT	45	236	607	750	750	750	1,200	1,000								
032020-6012	EMS SUPPLIES-REHAB	2,150	5,355	5,700	5,000	1,734	5,000	7,500	6,000								
032020-6013	FIRE PREVENTION	5,027	1,548	15,067	6,000	385	6,000	12,000	10,000								
032020-6016	FOAM REIMBURSEMENT/REPLACEME	12,862	5,773	10,034	10,000	1,591	17,785	37,065	7,680								
032020-8001	EQUIPMENT	29,959	31,078	24,830	24,671	24,671	24,671	31,945	31,945								
032020-9101	BRIDGEWATER VOL. FIRE DEPT.	62,883	62,100	62,936	62,516		62,516	66,178	66,178								
032020-9102	CHURCHVILLE VOL. FIRE DEPT.	61,608	63,100	64,964	65,291	65,291	65,291	63,091	63,091								
032020-9103	CRAIGSVILLE VOL. FIRE DEPT.	50,258	49,625	50,886	51,641	51,641	51,641	51,853	51,853								
032020-9104	DEERFIELD VOL. FIRE DEPT.	77,558	76,900	79,399	78,954	78,954	78,954	86,341	86,341								
032020-9105	DOOMS VOL. FIRE DEPT.	49,642	57,748	58,560	58,729	58,729	58,729	61,341	61,341								
032020-9106	GROTTOS VOL. FIRE DEPT.	53,258	54,763	59,699	58,729	58,729	58,729	60,816	60,816								
032020-9107	MIDDLEBROOK VOL. FIRE DEPT.	36,395	37,533	44,033	38,194	38,194	38,194	45,893	45,893								
032020-9108	RAPHINE VOL. FIRE DEPT.	67,808	70,350	72,061	74,541	74,541	74,541	79,291	79,291								
032020-9109	STUARTS DRAFT VOL. FIRE DEPT	74,733	79,675	80,311	85,416	85,416	85,416	92,016	92,016								
032020-9110	VERONA VOL. FIRE DEPT.	76,758	78,400	78,261	80,391	80,391	80,391	84,891	84,891								
032020-9111	WEYERS CAVE VOL. FIRE DEPT.	21,227	25,363	23,053	18,573	18,573	18,573	19,423	19,423								
032020-9112	PRESTON L.YANCEY VOL. FIRE DE	60,108	63,700	66,061	70,391	70,391	70,391	72,941	72,941								
032020-9113	SWOOPE VOL. FIRE DEPT.	11,777	12,013	12,253	12,498	12,498	12,498	12,748	12,748								
032020-9114	WALKERS CREEK VOL. FIRE DEPT	61,158	60,000	60,186	59,891	59,891	59,891	65,241	65,241								
032020-9115	WILSON FIRE STATION	57,270	54,650	54,861	54,491	54,491	54,491	59,841	59,841								
032020-9116	MT. SOLON VOL. FIRE DEPT.	58,883	59,675	58,461	57,304	57,304	57,304	59,616	59,616								
032020-9117	NEW HOPE VOL. FIRE DEPT.	11,777	12,013	12,013	12,498	12,498	12,498	12,748	12,748								
032020-9118	WINTERGREEN FIRE DEPT.																
032020-9126	CRAIGS-AUGUSTA SPRINGS RESCU																
032020-9130	WINTERGREEN RESCUE SQUAD	14,177	13,288	13,941	15,498	10,456	10,000	10,000	10,000								
032020-9151	AUGUSTA COUNTY VOLUNTEERS	26,126	19,213	21,478	15,648	15,648	15,648	14,173	14,173								
032020-9152	RIVERHEADS VOLUNTEERS	34,177	33,413	48,606	50,346	50,346	50,346	50,346	50,346								
032020-9160	NON-COUNTY AGENCY CONTRIBUTI	14,000	14,000	14,000	21,000		21,000	21,000	21,000								
032020-9161	PLY-REVOLVING LOAN APPARATUS																
	TOTAL DEPARTMENT	1,826,002	1,735,441	1,878,907	2,078,274	219,214	2,086,059	2,347,216	2,081,836								

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual	Projected	Dept	Admin	Adopted
		FY2016	FY2017	FY2018	FY2019	2019/03	FY2019					
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	EXPENSE	REQUEST	RECOMMEND	BUDGET		
32030	FIRE & EMS TRAINING											
032030-1100	SALARIES & WAGES	142,640	127,350	149,136	150,720	101,342	153,307	243,617		200,839		
032030-1104	NEW TRAINING PERSONNEL RQST											
032030-1200	SALARIES & WAGES - OVERTIME	4,938			10,000	5,669	10,000	10,000		10,000		
032030-1300	SALARIES & WAGES/PART-TIME				25,000	1,073	25,000	35,000		35,000		
032030-2100	EMPLOYERS SHARE-FICA	12,357	11,249	12,615	14,975	8,279	14,873	22,079		18,807		
032030-2210	EMPLOYERS SHARE-RETIREMENT	17,901	13,047	15,301	14,215	9,557	14,457	22,973		18,939		
032030-2300	EMPLOYERS SHARE-HOSPITALIZAT	22,455	21,960	22,494	24,715	15,065	23,572	41,150		32,920		
032030-2400	EMPLOYERS SHARE-GROUP LIFE I	1,697	1,666	1,954	1,975	1,328	2,008	3,191		2,631		
032030-2700	WORKERS COMPENSATION INS.	5,569	6,738	6,257	6,895	6,879	6,879	11,862		9,767		
032030-3110	PHYSICALS				2,600		750	1,400		700		
032030-3310	REPAIR & MAINTENANCE-CONTRAC	2,430	3,643	2,600	2,600	2,600	2,600	3,410		3,410		
032030-3320	MAINTENANCE SERVICE CONTRACT	13,411	15,190	14,372	15,020	4,042	-11,020	14,220		14,220		
032030-5100	ELECTRIC SERVICES	606	498	553	500	406	500	500		500		
032030-5102	PROPANE	784		564	1,000	172	1,000	2,500		1,000		
032030-5103	WATER & SEWER SERVICES	503	246	246	500	318	500	500		500		
032030-5203	TELEPHONE SERVICES	1,453	1,268	1,795	1,800	1,199	1,800	3,000		2,400		
032030-5305	INSURANCE - BUILDINGS & GROU	3,500	3,500	3,500	3,500	3,500	3,500	3,920		3,920		
032030-5501	RECOGNITION AND TRAINING EXP	2,913	2,294	3,885	3,000	1,434	3,000	13,500		7,000		
032030-5502	INSTRUCTIONAL TRAINING REIMB	23,761	22,480	15,844	3,000	1,039						
032030-5650	CENTRAL SHEN. E.M.S. COUNCIL		33,589	5,000								
032030-5652	CONTRACTUAL TRAINING	384	6,754	888	10,000		10,000	10,000		7,000		
032030-5801	DUES & SUBSCRIPTIONS	490	233	300	500	185	500	1,625		700		
032030-6001	OFFICE SUPPLIES	756	454	1,508	1,200	369	1,200	2,000		1,600		
032030-6005	JANITORIAL SUPPLIES	450			300	300	300	300		300		
032030-6007	REPAIR & MAINTENANCE-BURN BU		3,095	1,022	3,000	1,419	3,000	3,500		3,500		
032030-6008	VEHICLE & POWERED EQUIP -FUE	1,860	1,843	2,567	3,500	1,259	3,500	4,500		3,000		
032030-6009	VEH & POWERED EQUIP -MAINT.&	6,239	3,002	6,617	4,000	1,694	4,000	6,500		6,000		
032030-6011	WEARING APPAREL	1,040	380	204	1,000		1,000	9,500		3,250		
032030-6012	EMS SUPPLIES	1,154	2,254	2,159	2,500		2,500	2,500		2,500		
032030-6013	TRAINING MATERIALS	28,692	31,149	25,161	31,000	13,643	31,000	38,000		32,000		
032030-6014	SMOKE & NITROGEN-BURN BUILDI	2,338	2,437	1,497	3,000	2,469	3,000	3,500		3,500		
032030-8001	EQUIPMENT	3,972	13,828	7,785	4,000	101	4,000	10,570		4,260		
032030-8002	FURNITURE & FIXTURES	1,114	183	315	1,000	2,993	7,587	5,000		413		
032030-8003	GRANT 50/50	5,000	5,000		5,000		5,000	5,000		5,000		
032030-8005	VEHICLE							50,000				
	TOTAL DEPARTMENT	310,409	334,964	306,539	346,405	173,850	351,353	585,317		435,576		
32040	FIRE SAFER GRANT											
032040-1100	SALARIES & WAGES	291,344	736,821									
032040-2100	EMPLOYERS SHARE-FICA	21,675	54,694									
032040-2210	EMPLOYERS SHARE-RETIREMENT	34,431	67,507									
032040-2300	EMPLOYERS SHARE-HOSPITALIZAT	53,038	140,413									
032040-2400	EMPLOYERS SHARE-GROUP LIFE I	3,264	8,829									
032040-2700	WORKERS COMPENSATION INS.	9,102	37,407									
032040-2800	LINE OF DUTY	1,805	4,236									
	TOTAL DEPARTMENT	414,659	1,048,666	1,070,929								
	FIRE DEPARTMENT	8,491,024	8,958,431	9,446,010	9,989,797	5,254,577	9,659,064	11,154,219		10,266,910		
33000	JUVENILE & PROBATION											
33030	J&D COURT											
033030-1100	SALARIES & WAGES-SUPPLIMENT							8,329				

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ACTUAL		Project		Admin		Adopted	
		FY/2016 ACTUAL	FY/2017 ACTUAL	FY/2018 ACTUAL	FY/2019 BUDGET	2019/03 ACTUAL	FY/2019 EXPENSE	FY/2020 REQUEST	FY/2020 RECOMMEND	FY/2020 BUDGET					
033030-5201	POSTAGE							722							
033030-5203	TELEPHONE SERVICES	3,288	2,981	3,412	3,500	2,180	3,500	3,500	3,500	3,500	3,500			3,500	
033030-5501	TRAVEL EXPENSES	50	56		400		400	400	400	500	500			400	
033030-5801	DUES & SUBSCRIPTIONS	683	1,932	1,259	1,700	605	1,700	605	1,700	2,660	2,660			11,500	
033030-6001	OFFICE SUPPLIES	10,874	11,829	6,971	12,500	4,087	12,500	90		12,500	12,500				
033030-6002	OFFICE SUPPLIES WASH ACCOUNT														
033030-8002	FURNITURE & FIXTURES	1,592	3,841	1,847	18,100	7,684	18,100	3,960	4,280	1,400	1,400			19,460	
	TOTAL DEPARTMENT	16,487	20,639	13,489				22,060	31,769						
33040	COURT SERVICES														
	POSTAGE														
033040-5201	TELEPHONE SERVICES	2,739	2,668	2,942	2,750	2,062	2,750	2,750	3,600					3,120	
033040-6002	OFFICE SUPPLIES-WASH ACCOUNT														
033040-8002	FURNITURE & FIXTURES	997	839	366	375	43	375	625	250						
	TOTAL DEPARTMENT	3,736	3,507	3,308	3,125	2,105	3,125	3,375	3,850					3,120	
33050	JUVENILE & PROBATION														
033050-6015	OFFICE ON YOUTH	131,500	131,500	139,500	139,500	139,500	139,500	139,500	150,660					145,080	
033050-6016	OFFICE ON YOUTH-GOSAP/JAG PA														
033050-7001	DEFENTION HOME-OPERATING EXP	25,175	42,215	62,784	62,582	46,937	62,582	62,582	69,204					69,204	
033050-7002	MRRJ-OPERATING EXPENDITURES	1,391,634	1,841,353	1,913,846	1,576,468	1,103,256	2,589,510	2,589,510	4,148,678	1,847,133	1,847,133			10,000	
033050-7004	SAW FIRING RANGE	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000			2,071,417	
	TOTAL DEPARTMENT	1,558,309	2,025,068	2,126,130	1,788,550	1,299,695	2,801,592	2,801,592	4,378,542						
	JUVENILE & PROBATION	1,578,532	2,049,214	2,142,927	1,809,775	1,309,484	2,827,027	2,827,027	4,414,161	2,093,997					
34010	BUILDING INSPECTIONS														
034010-1100	SALARIES & WAGES	270,151	276,656	271,315	273,065	183,467	273,065	277,338	281,615					281,615	
034010-2100	EMPLOYERS SHARE-FICA	20,227	20,716	20,201	20,890	13,562	20,868	20,868	21,544					21,544	
034010-2210	EMPLOYERS SHARE-RETIREMENT	33,904	28,385	27,694	25,750	26,153	26,556	26,556	26,556					26,556	
034010-2300	EMPLOYERS SHARE-HOSPITALIZAT	44,910	45,645	45,225	49,430	31,066	47,976	49,380	49,380					49,380	
034010-2400	EMPLOYERS SHARE-GROUP LIFE I	3,215	3,624	3,536	3,580	2,403	3,633	3,689	3,689					3,689	
034010-2500	EMPLOYERS SHARE-VRS HYBRID S			89	215	143	216	216	219					219	
034010-2700	WORKERS COMPENSATION INS.	3,303	4,327	5,735	6,310	4,591	4,591	4,591	5,050					5,050	
034010-5305	MOTOR VEHICLE INSURANCE	2,324	2,345	2,307	2,500	2,166	2,500	2,500	2,500					2,500	
034010-5501	TRAVEL EXPENSES	90	75	75	900	181	900	900	900					900	
034010-6008	MOTOR VEHICLE FUEL	6,164	6,203	7,070	8,500	5,324	8,500	8,500	12,222					8,500	
034010-6009	MOTOR VEHICLE MAINT & SUPPLI	2,642	3,024	4,575	4,000	724	4,000	4,000	3,000					3,000	
034010-6011	UNIFORMS								1,719					1,719	
034010-8002	FURNITURE & EQUIPMENT														
	TOTAL DEPARTMENT	386,930	391,000	387,822	395,140	260,928	396,675	396,675	408,394					404,672	
	BUILDING INSPECTIONS	386,930	391,000	387,822	395,140	260,928	396,675	396,675	408,394					404,672	
35010	ANIMAL CONTROL														
035010-1100	SALARIES & WAGES	126,728	116,347	119,421	120,710	81,090	122,564	122,564	124,423					124,423	
035010-1200	SALARIES & WAGES- OVERTIME	8,329	9,925	10,017	8,000	6,516	8,200	8,200	8,200					8,200	
035010-2100	EMPLOYERS SHARE-FICA	9,788	9,095	9,277	9,850	6,286	9,739	9,739	10,146					10,146	
035010-2210	EMPLOYERS SHARE-RETIREMENT	15,508	11,937	12,253	11,385	7,647	11,558	11,558	11,733					11,733	
035010-2300	EMPLOYERS SHARE-HOSPITALIZAT	24,330	23,017	23,154	24,715	15,741	24,144	24,144	24,690					24,690	
035010-2400	EMPLOYERS SHARE-GROUP LIFE I	1,470	1,524	1,564	1,564	1,062	1,606	1,606	1,630					1,630	
035010-2500	WORKERS COMPENSATION INS	1,552	1,743	1,641	1,805	1,517	1,517	1,517	1,669					1,669	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual	Projected	Dept	Admin	Adopted
		FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 BUDGET	2019/03 ACTUAL	FY2019 EXPENSE					
035010-3110	VET BILLS	2,513	2,279	3,569	3,200	5,715	7,695	5,000	5,000	5,000	5,000	5,000
035010-3120	PHYSICALS				165		165		165	165	165	165
035010-5201	POSTAL SERVICES	727	390	285	500	113	400	400	400	400	300	300
035010-5203	TELEPHONE SERVICES	2,195	2,387	2,530	4,100	2,525	4,100	4,350	4,350	4,350	4,350	4,350
035010-5305	MOTOR VEHICLE INSURANCE	1,743	1,758	1,730	1,800	2,166	2,200	2,300	2,300	2,300	2,300	2,300
035010-5501	TRAVEL EXPENSES	220	869	887	940	198	300	680	680	680	480	480
035010-5684	ANIMAL SERVICES CENTER OPERA	204,000	238,318	223,383	231,000	110,662	231,000	231,000	231,000	231,000	231,000	231,000
035010-5802	LIVESTOCK & FOWL CLAIMS	230		700	2,000		1,000	2,000	1,000	2,000	1,000	1,000
035010-6001	OFFICE SUPPLIES	758	1,827	1,629	790	970	1,250	1,100	900	900	900	900
035010-6008	MOTOR VEHICLE FUEL	6,287	6,933	7,542	9,000	5,198	9,000	9,000	8,000	8,000	8,000	8,000
035010-6009	MOTOR VEHICLE MAINT & SUPPLI	3,461	3,228	1,061	1,500	2,182	2,500	2,000	2,000	2,000	1,000	1,000
035010-6011	WEARING APPAREL	914	846	989	1,200	1,097	1,200	1,200	1,200	1,200	1,200	1,200
035010-6030	DMV ANIMAL FRIENDLY PLATES	1,860	2,042	2,037	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
035010-8001	EQUIPMENT	1,666	2,385	7,184	800	2,285	2,528	2,918	1,700	1,700	1,700	1,700
	TOTAL DEPARTMENT	414,279	436,843	430,853	437,045	252,970	445,283	446,604	441,886	441,886	441,886	441,886
	ANIMAL CONTROL	414,279	436,843	430,853	437,045	252,970	445,283	446,604	441,886	441,886	441,886	441,886
40000	PUBLIC WORKS											
41000	MISC. PUBLIC WORKS											
41020	HIGHWAYS & ROADS											
041020-3325	REPLACEMENT & SUPPLIES-ST. SI	13,832	13,084	15,457	16,000	9,374	16,000	17,000	16,000	17,000	16,000	16,000
041020-8001	EQUIPMENT											
	TOTAL DEPARTMENT	13,832	13,084	15,457	16,000	9,374	16,000	17,000	16,000	17,000	16,000	16,000
41040	STREET LIGHTS											
041040-5100	ELECTRIC SERVICES	114,454	117,581	116,078	118,000	82,061	122,500	122,500	120,500	120,500	120,500	120,500
	TOTAL DEPARTMENT	114,454	117,581	116,078	118,000	82,061	122,500	122,500	120,500	120,500	120,500	120,500
	MISC. PUBLIC WORKS	128,286	130,665	131,535	134,000	91,435	138,500	139,500	136,500	136,500	136,500	136,500
42000	SANITATION & RECYCLING											
42010	SANITATION & WASTE REMOVAL											
042010-1100	SALARIES & WAGES	229,582	241,028	254,799	258,330	169,864	268,708	281,948	273,168	273,168	273,168	273,168
042010-1300	SALARIES & WAGES-PART TIME											
042010-2100	EMPLOYERS SHARE-FICA	16,798	17,753	18,191	18,455	12,119	19,233	20,232	19,561	19,561	19,561	19,561
042010-2210	EMPLOYERS SHARE-RETIREMENT	215										
042010-2300	EMPLOYERS SHARE-HOSPITALIZAT	4,495										
042010-2400	EMPLOYERS SHARE-GROUP LIFE I	20										
042010-2500	EMPLOYERS SHARE-VRS HYBRID S											
042010-2700	WORKERS COMPENSATION INS.	7,974	10,088	11,506	12,660	8,613	8,613	9,475	8,700	8,700	8,700	8,700
042010-3310	MAINTENANCE & UPKEEP OF SITE	18,366	35,334	26,300	25,000	21,391	25,000	25,000	25,000	25,000	25,000	25,000
042010-3311	LEASE PAYMENTS	16,621	17,117	17,593	17,932	14,108	18,085	18,600	18,600	18,600	18,600	18,600
042010-3322	CONTAINERIZATION PROGRAM-CON	617,100	660,649	642,889	650,000	433,340	650,000	655,000	655,000	655,000	655,000	655,000
042010-3500	AUGUSTA COUNTY CLEAN UP	24,718	21,127	20,323	25,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
042010-3800	SANITARY LANDFILL #1-CONTRAC	999,832	964,946	1,026,752	1,040,000	181,911	1,108,000	1,120,000	1,120,000	1,120,000	1,120,000	1,120,000
042010-3900	LEACHATE EXPENSES	66,754	40,860	34,517	60,000	19,580	63,000	61,500	61,500	61,500	61,500	61,500
042010-5100	ELECTRIC SERVICES	7,221	6,820	7,869	7,500	5,282	7,500	7,500	7,500	7,500	7,500	7,500
	TOTAL DEPARTMENT	2,009,696	2,015,722	2,060,739	2,114,877	866,208	2,183,139	2,214,255	2,204,029	2,204,029	2,204,029	2,204,029
42020	RECYCLING PROGRAM											
042020-3310	MAINT. & UPKEEP OF SITES	345	247	8	500	500	500	500	500	500	500	500
042020-3322	HAULING RECYCLING CONTAINERS	135,863	136,202	142,227	142,000	96,200	145,800	146,000	146,000	146,000	146,000	146,000

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016		PREVIOUS YEAR FY/2017		PREVIOUS YEAR FY/2018		Adopted FY/2019		Actual 2019/03		Projected FY/2019		Dept FY/2020		Admin FY/2020	
		ACTUAL		ACTUAL		ACTUAL		BUDGET		ACTUAL		EXPENSE		REQUEST		RECOMMEND	
042020-3323	RECYCLING-CONTRACTUAL	1,113	1,370	4,165	5,000	1,779	15,000	15,000	12,000								
042020-3600	RECYCLING COMMITTEE	2,598	2,166	3,119	3,000	756	3,000	3,000	3,000								
042020-6018	LITTER CONTROL GRANT-COMPETI		1,392														
	TOTAL DEPARTMENT	139,919	141,985	150,911	150,500	100,735	164,300	164,300	161,500								
	SANITATION & RECYCLING	2,149,615	2,157,707	2,211,650	2,265,377	966,943	2,347,439	2,347,439	2,365,529								
43010	MAINTENANCE OF BLDGS & GRO																
043010-1100	SALARIES & WAGES	334,515	321,186	350,429	494,510	332,993	506,513	611,105	570,680								
043010-1200	OVER-TIME	7,979	7,955	8,258	10,300	6,927	9,544	11,105	11,105								
043010-1300	SALARIES & WAGES/PART-TIME	26,478	26,837	27,735	107,885	64,485	85,815	95,969	95,969								
043010-2100	EMPLOYERS SHARE-FICA	27,461	26,569	29,108	46,875	30,446	45,668	54,941	51,848								
043010-2210	EMPLOYERS SHARE-RETIREMENT	40,855	32,037	34,303	46,635	31,293	47,655	57,627	53,815								
043010-2300	EMPLOYERS SHARE-HOSPITALIZAT	67,365	66,150	68,473	107,095	67,067	105,165	131,680	123,450								
043010-2400	EMPLOYERS SHARE-GROUP LIFE I	3,874	4,090	4,380	6,480	4,347	6,620	8,005	7,476								
043010-2500	EMPLOYERS SHARE-VRS HYBRID S	132	193	521	670	627	993	1,561	1,363								
043010-2700	WORKERS COMPENSATION INS.	5,938	7,901	8,413	12,600	7,672	10,806	9,823									
043010-3310	BUILDING MAINT. SERVICE CONT	100,307	133,635	146,881	140,000	59,923	120,000	120,000	110,000								
043010-3320	GROUNDS MAINTENANCE SERVICE		950	71,980	45,862	76,000	75,000	75,000	75,000								
043010-3325	ELECTRIC SERVICES	17,538	87,929	38,315	40,000	27,646	43,000	50,000	45,000								
043010-5102	HEATING SERVICES	324,205	321,246	315,957	385,000	260,478	391,000	391,000	385,000								
043010-5103	WATER & SEWER SERVICES	19,050	23,093	26,282	40,520	19,226	40,520	40,520	30,520								
043010-5104	REFUSE COLLECTION CHARGES	23,837	28,413	33,323	30,913	50,000	50,000	50,000	50,000								
043010-5105	STORMWATER MAINTENANCE	2,896	4,829	4,828	5,000	4,433	5,000	5,000	5,000								
043010-5203	TELEPHONE SERVICES	3,735	3,520	3,865	3,500	2,854	3,500	3,500	3,500								
043010-5300	INSTITUTIONAL INS. PREMIUMS	62,104	71,836	77,521	78,000	81,113	81,113	81,200	81,200								
043010-5305	MOTOR VEHICLE INSURANCE	4,066	4,103	4,613	9,000	8,666	9,000	9,000	9,000								
043010-5501	TRAVEL EXPENSES	2,000	898	916	1,000	277	1,000	1,000	900								
043010-6001	OFFICE SUPPLIES	59	43	2,636	500	1,148	1,500	2,250	1,500								
043010-6005	JANITORIAL SUPPLIES	29,586	34,700	27,685	38,300	20,147	35,300	38,300	36,300								
043010-6006	REPAIR & MAINT. WATER/SEWER				4,800	132	4,800	4,000	4,000								
043010-6007	BUILDING REPAIR & MAINTENANC	25,435	23,735	25,938	35,500	18,583	35,500	35,500	30,500								
043010-6008	VEHICLE & POWERED EQUIP -FUE	5,175	6,141	7,666	20,900	13,524	20,900	26,900	21,000								
043010-6009	VEHICLE MAINTENANCE & SUPP	4,288	4,927	4,659	12,500	4,766	11,500	12,500	10,000								
043010-6010	POWER EQUIPMENT MAINT & SUPP				14,000	6,249	12,000	14,000	12,000								
043010-6011	WEARINGS APPAREL				9,200	5,539	9,630	9,780	9,780								
043010-6012	REPAIR & MAINT -SHOPEASEMEN				4,000	1,463	4,000	4,000	4,000								
043010-6013	REPAIR & MAINT -POOLS				10,500	3,207	10,500	10,500	10,500								
043010-6014	GROUNDS REPAIR & MAINT. SUPP				28,500	9,810	26,500	28,500	25,000								
043010-6016	REPAIR & MAINT -SHOPIGENERAL				9,000	4,861	9,000	9,000	9,000								
043010-6017	INFRASTRUCTURE & UTILITIES/IN				9,500	3,349	9,500	9,500	8,500								
043010-8001	EQUIPMENT	1,900	1,336	2,540	9,500	3,349	9,500	9,500	8,500								
	TOTAL DEPARTMENT	1,225,567	1,332,883	1,326,750	1,978,450	1,241,152	1,956,108	2,144,949	1,998,929								
	MAINTENANCE OF BLDGS & GR	1,225,567	1,332,883	1,326,750	1,978,450	1,241,152	1,956,108	2,144,949	1,998,929								
50000	HEALTH																
51000	HEALTH & WELFARE																
51010	HEALTH DEPARTMENT																
051010-5601	CONTRIBUTION TO STATE HEALTH	507,824	531,936	515,307	544,568	535,162	544,568	571,337	571,337								
	TOTAL DEPARTMENT	507,824	531,936	515,307	544,568	535,162	544,568	571,337	571,337								

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	Adopted FY/2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY/2019 EXPENSE	Dept FY/2020 REQUEST	Admin FY/2020 RECOMMEND	Adopted FY/2020 BUDGET
51020	TAX RELIEF FOR THE ELDERLY	319,343	319,640	334,609	322,000	173,557	347,100	350,200	350,200	
051020-5799	TAX RELIEF FOR THE ELDERLY	319,343	319,640	334,609	322,000	173,557	347,100	350,200	350,200	
	TOTAL DEPARTMENT									
	HEALTH & WELFARE	827,167	851,576	849,916	866,568	708,719	891,668	921,537	921,537	
70000	PARKS, RECREATION & CUL									
71010	PARKS & RECREATION									
071010-1100	SALARIES & WAGES	354,560	373,903	370,437	299,955	203,159	307,385	341,743	341,743	
071010-1200	OVER-TIME			1,127						
071010-1300	SALARIES & WAGES/PART-TIME	91,098	98,205	82,598	78,200	32,599	58,200	69,700	69,700	
071010-1500	SALARIES & WAGES-AFTER SCH.P	152,470	165,408	164,465	202,000	105,069	157,000	142,500	142,500	
071010-1550	SAL & WAGES-KIDS CAMP	58,197	62,087	75,783	75,000	63,319	97,300	97,000	97,000	
071010-1600	COMPENSATION OF BOARD MEMBER	3,500	2,600	3,100	3,500	1,450	3,500	3,500	3,500	
071010-2100	EMPLOYERS SHARE-FICA	49,520	52,276	51,730	50,120	30,151	59,426	49,797	49,797	
071010-2210	EMPLOYERS SHARE-RETIREMENT	44,506	37,298	37,846	28,290	19,158	28,986	32,226	32,226	
071010-2300	EMPLOYERS SHARE-HOSPITALIZAT	70,360	63,775	63,941	57,670	26,115	48,566	63,783	63,783	
071010-2400	EMPLOYERS SHARE-GROUP LIFE I	4,220	4,622	4,832	3,929	2,662	4,027	4,477	4,477	
071010-2500	EMPLOYERS SHARE-VRS HYBRID S	375	471	519	440	436	551	624	624	
071010-2700	WORKERS COMPENSATION INS.	9,523	13,749	15,649	15,950	16,725	16,725	19,138	19,138	
071010-3201	INSTRUCTION-FEE BASED PROGRA	36,761	35,280	34,674	58,000	26,314	40,000	45,000	45,000	
071010-3205	CREDIT CARD FEES	12,915	11,533	11,209	12,000	6,485	14,400	14,100	12,100	
071010-3320	MAINTENANCE SERVICE CONTRACT	41,426	71,286	67,022	6,700	6,054	6,700	7,000	7,000	
071010-3600	ADVERTISING	57,620	59,942	61,378	70,500	51,625	70,500	75,000	70,500	
071010-3800	CONTRACT SERVICES-LIFEGUARDS	21,914	22,251	26,943	54,000	44,246	44,500	52,000	52,000	
071010-5100	ELECTRIC SERVICES	16,481	16,371	18,143						
071010-5102	HEATING SERVICES	3,045	2,983	3,560						
071010-5103	WATER & SEWER SERVICES	5,673	3,348	4,340						
071010-5201	POSTAL SERVICES	1,541	1,503	1,197	1,700	965	1,700	1,700	1,200	
071010-5203	TELEPHONE SERVICES	5,419	6,136	6,561	9,000	5,795	9,000	9,300	9,000	
071010-5305	MOTOR VEHICLE INSURANCE	7,069	7,132	7,018	3,000	2,765	3,000	3,700	3,000	
071010-5501	TRAVEL EXPENSES	1,274	1,799	2,976	3,500	2,109	3,500	5,500	4,500	
071010-5801	DUES & SUBSCRIPTIONS	1,256	1,343	1,398	2,000	1,415	2,000	2,000	2,000	
071010-6001	OFFICE SUPPLIES	9,650	9,727	8,454	9,000	5,349	8,400	9,000	8,400	
071010-6002	SUPPLIES-CARE PROGRAMS	11,335	13,443	13,750	17,000	8,771	15,500	20,500	20,500	
071010-6003	KIDS CAMP SUPPLIES	9,089	16,829	26,140	18,500	24,085	32,600	40,000	40,000	
071010-6004	EVENT SUPPLIES				3,000	3,107	7,800	10,000	8,000	
071010-6005	JANITORIAL & HOUSEKEEPING SU	5,273	5,114	3,322						
071010-6007	REPAIR & MAINT-GROUNDSKEEP/G	9,869	8,517	5,525						
071010-6008	VEHICLE & POWERED EQUIPMENT-	14,692	15,266	18,662	6,200	7,145	13,700	15,100	13,100	
071010-6009	VEH MAINT & SUPPLIES-FLEET V	12,987	10,160	8,296	3,500	2,409	3,500	4,000	4,000	
071010-6010	POWER EQUIPMENT MAINT & SUPP	12,391	8,310	6,465						
071010-6011	REPAIR & MAINT-SHOP/GENERAL	1,542	1,059	999						
071010-6012	REPAIR & MAINT-EASEMENT	2,509	940	2,891						
071010-6013	REPAIR & MAINT-SD SWIMMING P	4,672	10,149	3,000						
071010-6014	REPAIR & MAINT-PARKS	7,108	16,245	6,522						
071010-6015	REPAIR & MAINT-COMMUNITY GYM	2,381	787	734						
071010-6021	PROGRAM EQUIPMENT & MATERIAL	6,893	7,788	4,718	8,000	3,697	8,000	8,000	8,000	
071010-6024	PROGRAM SUPPLIES	135,005	56,717	57,082	112,000	38,978	98,000	105,000	105,000	
071010-9001	TOOLS & EQUIPMENT	27,755	11,985	10,840	500	291	1,500	1,000	500	
071010-9002	FURNITURE & FIXTURES	998	2,159	2,344	1,000		3,100	2,100		
071010-9003	COMPUTER SOFTWARE	1,743	370		500		500	800		
	TOTAL DEPARTMENT	1,326,615	1,310,636	1,298,569	1,214,654	742,448	1,169,566	1,255,288	1,238,288	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Dept		Admin		Adopted		
		FY/2016	FY/2017	FY/2018	2019/03	FY/2019	FY/2019	FY/2019	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	EXPENSE	REQUEST	RECOMMEND	BUDGET							
71020	NATURAL CHIMNEYS																	
071020-1100	SALARIES & WAGES	35,156	35,884	36,759														
071020-1200	OVER-TIME			1,127														
071020-1300	SALARIES & WAGES/PART-TIME	43,516	39,878	43,344														
071020-2100	EMPLOYERS SHARE-FICA	5,985	5,754	6,173														
071020-2210	EMPLOYERS SHARE-RETIREMENT	4,412	3,682	3,771														
071020-2300	EMPLOYERS SHARE-HOSPITALIZAT	7,485	7,670	7,718														
071020-2400	EMPLOYERS SHARE-GROUP LIFE I	418	470	482														
071020-2500	EMPLOYERS SHARE-VRS HYBRID S																	
071020-2700	WORKERS COMPENSATION INS	1,211	2,243	2,399														
071020-3320	MAINTENANCE SERVICE CONTRACT	7,275	10,260	9,308														
071020-3600	ADVERTISING																	
071020-3800	CONTRACT SERVICES-LIFEGUARDS	13,365	20,591	23,189														
071020-5100	ELECTRIC SERVICES	20,920	22,677	22,790														
071020-5104	REFUSE COLLECTION CHARGES	6,620	5,870	6,440														
071020-5201	POSTAL SERVICES																	
071020-5203	TELEPHONE SERVICES	1,949	2,215	2,239														
071020-5300	FACILITY INSURANCE	3,629	3,255	3,803														
071020-5305	MOTOR VEHICLE INSURANCE																	
071020-5501	TRAVEL EXPENSES																	
071020-6001	OFFICE SUPPLIES	40	55	84														
071020-6004	EVENT AND PROGRAM SUPPLIES	1,920	2,649	1,466														
071020-6005	JANITORIAL SUPPLIES	3,771	5,130	3,949														
071020-6006	WATER & SEWER SUPPLIES	6,158	3,774	6,722														
071020-6007	REPAIR & MAINT-GROUNDKEEPIN	2,615	3,633	6,193														
071020-6008	VEHICLE & POWERED EQUIPMENT-	1,500	1,254	1,236														
071020-6009	VEH & POWERED EQUIP -MAINT &	1																
071020-6010	REPAIR & MAINT-POWER EQUIP	2,313																
071020-6011	REPAIR & MAINT-SHOP & GENERA	811	327	776														
071020-6013	REPAIR & MAINT-POOL	2,014	1,899	3,418														
071020-6014	REPAIR & MAINT-PARK	6,204	13,019	8,363														
071020-6015	REPAIR & MAINT-BUILDINGS	5,054	8,329	6,300														
071020-8001	EQUIPMENT	1,078	464															
	TOTAL DEPARTMENT	185,420	200,982	208,049														
	PARKS & RECREATION	1,512,035	1,511,618	1,506,618	742,448	1,214,654	1,169,566	1,255,288	1,236,288									
73010	LIBRARY																	
073010-1100	SALARIES & WAGES	489,552	494,816	511,828	392,201	589,925	595,139	608,815	608,815									
073010-1300	SALARIES & WAGES/PART-TIME	102,984	103,653	110,266	78,223	125,798	122,719	127,192	127,192									
073010-2100	EMPLOYERS SHARE-FICA	43,902	44,540	46,251	35,063	54,754	54,408	56,305	56,305									
073010-2210	EMPLOYERS SHARE-RETIREMENT	61,236	50,903	52,765	37,148	55,630	56,285	57,411	57,411									
073010-2300	EMPLOYERS SHARE-HOSPITALIZAT	97,305	98,495	104,250	79,492	131,808	124,875	131,680	131,680									
073010-2400	EMPLOYERS SHARE-GROUP LIFE I	5,806	6,499	6,737	5,161	7,730	7,819	7,975	7,975									
073010-2500	EMPLOYERS SHARE-VRS HYBRID S	102	368	862	957	1,255	1,357	1,298	1,298									
073010-2700	WORKERS COMPENSATION INS	620	802	866	716	1,043	716	787	787									
073010-3125	COLLECTION AGENCY FEE	4,394	3,678	2,783	4,000	2,067	3,000	4,000	4,000									
073010-3310	REPAIRS & MAINT-CONTRACTUAL	2,985	1,679	2,113	4,363	3,700	3,700	4,000	4,000									
073010-3320	MAINTENANCE SERVICE CONTRACT	29,610	38,681	37,868	44,060	39,511	45,498	47,090	47,090									
073010-3324	JANITORIAL SERVICES-CONTRACT	5,583	9,537	12,400	19,894	12,000	30,200	30,810	30,810									
073010-3600	ADVERTISING	35	175	200	35	240	240	240	240									
073010-5100	ELECTRIC SERVICES	22,348	23,743	22,848	38,900	25,740	39,800	40,000	40,000									

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	ADOPTED FY/2019 BUDGET	ACTUAL 2019/03 ACTUAL	PROJECTED FY/2019 EXPENSE	DEPT FY/2020 REQUEST	ADMIN FY/2020 RECOMMEND	ADOPTED FY/2020 BUDGET
073010-5102	HEATING SERVICES	3,395	3,436	4,248	7,900	3,617	7,900	7,900	5,900	
073010-5103	WATER & SEWER SERVICES	2,061	2,419	2,634	3,220	1,807	3,220	3,220	3,220	
073010-5104	REFUSE COLLECTION CHARGES	2,147	3,325	4,128	3,400	3,135	4,250	5,850	5,850	
073010-5201	POSTAL SERVICES	385	44	226	500	204	500	500	500	
073010-5203	TELEPHONE SERVICES	36,783	35,656	36,437	41,980	30,665	41,980	30,050	30,050	
073010-5300	INSURANCE-BUILDING	6,085	5,254	5,624	7,000	6,526	6,600	7,000	7,000	
073010-5305	MOTOR VEHICLE INSURANCE	581	586	577	600	542	600	600	600	
073010-5501	TRAVEL EXPENSES	2,646	3,331	3,799	3,500	3,242	4,500	4,500	3,500	
073010-5688	BOOK STATIONS	11,056	11,200	11,320	34,900	25,550	34,900	35,140	35,140	
073010-5901	DUES & SUBSCRIPTIONS	1,456	1,772	1,701	1,900	1,121	1,900	1,900	1,900	
073010-6001	OFFICE SUPPLIES	4,740	5,588	4,867	6,500	3,565	6,500	6,500	5,500	
073010-6005	JANITORIAL SUPPLIES	3,838	4,923	4,431	6,200	3,250	5,000	5,000	5,000	
073010-6007	REPAIR & MAINT. SUPPLIES-BLDG	1,823	1,468	396	2,740	1,319	2,740	2,900	2,900	
073010-6008	MOTOR VEHICLE FUEL	571	576	382	700	472	800	800	800	
073010-6009	MOTOR VEHICLE MAINT. & SUPPLI	194	42	162	600	23	600	1,000	1,000	
073010-6016	BOOKS (LOCAL ONLY)	18,953	19,701	10,000	5,000	3,854	-8,854	15,000	10,000	
073010-6017	BOOKS (STATE & FEDERAL AID)	103,605	95,444	87,282	89,487	55,647	92,052	114,973	114,973	
073010-6018	PERIODICALS (MAGS, NEWSPAPER	10,000	10,485	10,152	10,000	9,961	10,000	10,000	10,000	
073010-6019	AUDIOVISUAL MATERIALS	43,000	43,000	43,000	40,000	18,102	40,000	25,000	25,000	
073010-6020	ELECTRONIC MATERIALS		20,000	30,249	20,000	8,941	20,000	30,000	20,000	
073010-6021	LIBRARY MATERIALS & SUPPLIES	21,912	20,999	21,645	22,000	12,637	22,000	23,000	23,000	
073010-8001	EQUIPMENT	7,279	8,012	5,988	400	1,017	3,020	2,640		
073010-8002	FURNITURE & FIXTURES	2,382	4,585	4,051	2,000	270	4,110	2,110		
073010-8200	IMPROVEMENT TO SITES		9,271	10,723		830	830	9,115		
	TOTAL DEPARTMENT	1,151,354	1,188,598	1,216,059	1,381,390	909,160	1,408,612	1,462,301	1,429,436	
73020	CHURCHVILLE BRANCH LIBRAR									
073020-1100	SALARIES & WAGES	65,521	76,616	64,196						
073020-1300	EMPLOYERS SHARE-FICA	5,005	5,548	4,825						
073020-2100	EMPLOYERS SHARE-RETIREMENT	8,223	6,587	6,587						
073020-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,970	15,275	15,436						
073020-2400	EMPLOYERS SHARE-GROUP LIFE I	780	841	841						
073020-2500	EMPLOYERS SHARE-VRS HYBRID S		209	379						
073020-2700	WORKERS COMPENSATION INS.	47	58	70						
073020-3310	REPAIRS & MAINT.-CONTRACTUAL	200	350	172						
073020-3320	MAINTENANCE SERVICE CONTRACT	1,840	1,687	2,296						
073020-3324	JANITORIAL SERVICES-CONTRACT	2,920	3,160	3,670						
073020-5100	ELECTRIC SERVICES	7,609	6,840	8,466						
073020-5103	WATER & SEWER SERVICES	203	215	231						
073020-5203	TELEPHONE SERVICES	4,184	3,027	2,582						
073020-5300	INSURANCE-BUILDING	913	919	913						
073020-6001	OFFICE SUPPLIES	275	595	683						
073020-6005	JANITORIAL SUPPLIES	529	634	634						
073020-6007	REPAIR & MAINT. SUPPLIES	699	369	117						
	TOTAL DEPARTMENT	113,918	122,575	112,298						
	LIBRARY	1,265,272	1,311,173	1,328,357	1,381,390	909,160	1,408,612	1,462,301	1,429,436	
80000	COMMUNITY DEVELOPMENT									
81010	COMMUNITY DEVELOPMENT									
081010-1100	SALARIES & WAGES	547,270	549,534	561,495	573,300	391,222	590,282	676,348	608,295	
081010-1300	SALARIES & WAGES/PART-TIME	6,612	7,425	7,277	9,440	6,720	7,800	7,800	7,800	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY2016		PREVIOUS YEAR FY2017		PREVIOUS YEAR FY2018		Actual 2019/03		Projected FY2019		Dept FY2020		Admin FY2020		Adopted FY2020	
		ACTUAL		ACTUAL		ACTUAL		ACTUAL	BUDGET	EXPENSE	REQUEST	RECOMMEND	BUDGET				
081010-1600	COMP-PLANNING BOARD MEMBERS	7,013		3,525		1,725		2,100	5,775	5,775	6,825	6,825	6,825				
081010-1700	COMP OF ZONING BOARD OF APP	5,700		5,600		5,600		2,700	6,000	6,000	6,000	6,000	6,000				
081010-1800	COMP OF PLANNING DIST VI ME	250		400		50			600	600	600	600	600				
081010-2100	EMPLOYERS SHARE-FICA	40,971		41,952		40,518		27,484	44,580	43,734	52,337	47,131					
081010-2210	EMPLOYERS SHARE-RETIREMENT	68,582		55,051		57,673		36,095	54,065	54,866	63,780	57,362					
081010-2300	EMPLOYERS SHARE-HOSPITALIZAT	82,335		85,395		86,422		62,758	92,758	92,789	106,990	90,530					
081010-2400	EMPLOYERS SHARE-GROUP LIFE I	6,784		7,803		7,324		5,014	7,510	7,622	8,860	7,969					
081010-2500	EMPLOYERS SHARE-VRS HYBRID S	506		1,250		1,496		1,022	1,563	2,077	1,675						
081010-2700	WORKERS COMPENSATION INS.	8,821		10,916		14,997		12,786	16,500	12,786	16,156	14,100					
081010-3110	PROFESSIONAL SERVICES-TOWERS	3,400		9,800		3,400		6,250	10,650	10,650	8,650	8,650					
081010-3122	COMPREHENSIVE PLAN										1,750	1,750					
081010-3320	MAINTENANCE SERVICE CONTRACT	909		2,846		1,838		587	1,800	1,800	5,000	2,000					
081010-3600	ADVERTISING	9,612		10,966		12,180		6,595	12,000	12,000	21,500	13,000					
081010-5201	POSTAL SERVICES	8,004		7,969		9,571		5,526	10,000	10,000	15,414	10,000					
081010-5203	TELEPHONE SERVICES	8,358		7,727		7,649		5,194	7,880	7,880	8,180	7,880					
081010-5305	MOTOR VEHICLE INSURANCE	2,324		2,345		2,307		2,166	2,500	2,300	3,125	2,500					
081010-5501	TRAVEL EXPENSES	11,570		5,345		7,433		12,000	12,000	20,099	11,000						
081010-5604	PLANNING DISTRICT VI	54,055		54,781		55,386		55,253	54,926	55,253	55,399	55,399					
081010-5801	DUES & SUBSCRIPTIONS	8,819		6,141		10,989		4,267	9,000	9,000	10,620	9,000					
081010-6001	OFFICE SUPPLIES	20,115		15,205		14,889		10,660	21,000	21,000	24,695	16,000					
081010-6002	DRAFTING SUPPLIES	121				1,207		1,000	1,000	1,000	2,470	2,470					
081010-6007	ENVIRONMENTAL SUPPLIES			3		2,351		2,500	2,500	2,500	2,500	2,500					
081010-6008	MOTOR VEHICLE FUEL	3,943		3,592		4,728		3,134	6,000	6,000	9,323	6,050					
081010-6009	MOTOR VEHICLE MAINT & SUPPL	2,223		2,094		1,957		1,265	3,000	3,000	6,700	3,000					
081010-8002	FURNITURE & FIXTURES	8,059		2,476		2,619			26,700	29,500							
081010-8003	COMPUTER HARDWARE										1,524						
081010-8004	COMPUTER SOFTWARE										2,395						
081010-8005	MOTOR VEHICLES										27,000						
081010-8005	TOTAL DEPARTMENT	916,356		900,141		908,527		649,893	964,191	1,003,820	1,203,617	1,001,881					
81020	TOURISM & ECON DEVELOPMENT																
081020-5603	TOURISM DEVELOPMENT	94,560		122,105		117,590		41,595	116,590	116,590	116,590	116,590					
081020-5677	GREATER AUGUSTA CHAMBER OF C	1,091		1,124		1,124		1,100	1,100	1,100	1,100	1,100					
081020-5679	SHENANDOAH VALLEY AIRPORT	135,179		134,080		134,080		134,080	134,080	134,080	134,080	134,080					
081020-5698	FINE ARTS GRANT	10,000		10,000		9,500		9,500	10,000	10,000	10,000	10,000					
081020-5700	AUGUSTA COUNTY FAIR	8,045		8,144		8,769		7,300	8,800	8,800	8,800	8,800					
081020-5704	FIELDS OF GOLD AGRITOURISM	2,500		2,500		2,500		3,000	3,000	3,000	3,000	3,000					
081020-5704	TOTAL DEPARTMENT	251,375		277,953		273,563		196,575	273,570	272,770	273,570	273,570					
81050	ECONOMIC DEVELOPMENT																
081050-1100	SALARIES & WAGES	114,692		118,417		123,028		82,719	124,115	125,353	137,591	123,591					
081050-2100	EMPLOYERS SHARE-FICA	7,939		8,003		8,352		5,022	9,495	8,383	10,526	10,526					
081050-2210	EMPLOYERS SHARE-RETIREMENT	14,409		12,150		12,611		7,862	11,705	11,883	12,975	12,975					
081050-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,970		15,340		15,436		10,494	16,480	16,096	18,518	18,518					
081050-2400	EMPLOYERS SHARE-GROUP LIFE I	1,366		1,551		1,610		1,092	1,630	1,651	1,802	1,802					
081050-2500	EMPLOYERS SHARE-VRS HYBRID S										57	57					
081050-2700	WORKERS COMPENSATION INS	1,875		2,342		3,271		2,933	3,600	2,933	3,473	3,473					
081050-3600	ADVERTISING/MARKETING	33,098		32,882		36,022		18,710	35,000	35,000	45,000	35,000					
081050-5201	POSTAL SERVICES	440		714		665		250	1,100	1,100	1,100	1,100					
081050-5203	TELEPHONE SERVICES	1,704		1,445		1,459		1,002	1,560	1,560	1,560	1,560					
081050-5305	MOTOR VEHICLE INSURANCE	581		566		577		600	600	600	600	600					
081050-5501	TRAVEL EXPENSES	7,023		3,812		5,437		2,466	8,000	5,000	8,000	7,000					
081050-5674	SHENANDOAH VALLEY PARTNERSHI	62,743		73,815		73,815		73,815	73,815	73,815	75,013	75,013					

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016		PREVIOUS YEAR FY/2017		PREVIOUS YEAR FY/2018		Actual 2019/03		Projected FY/2019		Dept FY/2020		Admin FY/2020		Adopted FY/2020	
		ACTUAL		ACTUAL		ACTUAL		ACTUAL	BUDGET	EXPENSE	REQUEST	RECOMMEND	BUDGET				
081050-5675	SMALL BUSINESS DEVELOPMENT C	10,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000			
081050-5801	DUES & SUBSCRIPTIONS	2,439	3,950	4,800	5,429	4,349	5,065	4,349	5,065	5,065	5,065	5,065	5,065	5,065			
081050-6001	OFFICE SUPPLIES	1,714	1,477	1,800	1,800	1,800	1,920	1,800	1,920	1,920	1,920	1,920	1,920	1,800			
081050-6008	MOTOR VEHICLE FUEL	506	563	710	1,000	235	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000			
081050-6009	MOTOR VEHICLE MAINTENANCE	396	66	66	200	101	200	200	200	200	200	200	200	200			
081050-8002	FURNITURE & FIXTURES	840					500										
081050-8005	TOTAL DEPARTMENT	276,735	289,113	301,009	307,529	224,081	304,059	304,059	304,059	304,059	304,059	304,059	304,059	311,280			
	COMMUNITY DEVELOPMENT	1,444,466	1,467,207	1,483,099	1,545,290	1,070,549	1,560,649	1,560,649	1,560,649	1,560,649	1,560,649	1,560,649	1,560,649	1,586,731			
82010	ENVIRONMENTAL MANAGEMENT S																
082010-1100	SALARY AND WAGES																
082010-2100	EMPLOYERS SHARE-FICA																
082010-2210	EMPLOYERS SHARE-RETIREMENT																
082010-2300	EMPLOYERS SHARE-HOSPITALIZAT																
082010-2400	EMPLOYERS SHARE-GROUP LIFE I																
082010-2500	EMPLOYERS SHARE-VRS HYBRID S																
082010-2700	WORKERS COMPENSATION INS.																
082010-3120	CONTRACT SERVICES																
082010-3600	RECYCLING COMMITTEE																
082010-5203	TELEPHONE SERVICES																
082010-5501	TRAVEL EXPENSES																
082010-5801	DUES & SUBSCRIPTIONS																
082010-6001	OFFICE SUPPLIES																
082010-6014	ENVIRONMENTAL SUPPLIES																
83000	AGRICULTURAL DEVELOPMENT																
83010	EXTENSION OFFICE																
083010-1100	SALARIES & WAGES-V/P I	71,285	77,423	82,107	86,779	42,367	81,000	42,367	81,000	81,000	138,900	138,900	91,495				
083010-1300	SALARIES & WAGES/PART-TIME	14,293	14,293	21,265	20,433	8,529	20,433	8,529	20,433	20,433	24,617	24,617	24,617				
083010-5203	TELEPHONE SERVICES	3,154	3,362	1,812	3,000	1,343	3,000	1,343	3,000	3,000	3,000	3,000	3,000				
083010-5501	TRAVEL EXPENSES	3,741	4,449	4,548	4,000	1,388	4,000	1,388	4,000	4,000	4,000	4,000	4,000				
083010-6001	OFFICE SUPPLIES	604	321	574	600	285	600	600	600	600	600	600	600				
083010-6002	4-H PROGRAM SUPPLIES	1,400	1,400														
	TOTAL DEPARTMENT	80,184	100,248	110,306	114,812	53,912	109,033	53,912	109,033	109,033	147,500	147,500	124,212				
83020	AGRICULTURAL DEVELOPMENT																
83050	COUNTY FARM																
083050-6003	AGRICULTURE SUPPLIES & MAINT	4,829			1,500		1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500			
083050-6007	AGRICULTURAL DEVELOPMENT FUN	46	840	6,760	6,760	3,400	6,760	3,400	6,760	6,760	6,760	6,760	6,760	6,760			
	TOTAL DEPARTMENT	4,875	840	6,760	8,260	3,400	8,260	3,400	8,260	8,260	8,260	8,260	8,260	8,260			
	AGRICULTURAL DEVELOPMENT	85,059	101,088	117,066	123,072	57,312	117,293	57,312	117,293	117,293	155,760	155,760	132,472				
90000	NONDEPARTMENTAL																
92020	OTHER OPERATIONAL FUNCTION																
092020-1100	HEADWATERS CONSERVATION TECH	16,466	57,923	62,121	62,121	62,121	62,121	62,121	62,121	62,121	65,227	65,227	65,227	65,227			
092020-1600	COMP. VARIOUS BDS. & COMMISS	5,049	4,784	3,439	6,000	3,893	6,000	3,893	6,000	6,000	8,000	8,000	6,000	6,000			
092020-2220	LINE OF DUTY	72,970	77,094	88,097	91,000	91,750	91,800	91,750	91,800	91,800	91,000	91,000	91,000	91,000			
092020-2300	HOSPITALIZATION-DEPENDENT CA	280,000	656,915	716,800	617,000	500,564	758,000	500,564	758,000	758,000	806,600	806,600	597,600	597,600			
092020-2301	HEALTH SAVINGS ACCOUNT		20,002	37,795	42,500	24,127	40,000	24,127	40,000	40,000	40,000	40,000	40,000	40,000			
092020-2500	EMPLOYERS SHARE-VRS HYBRID S	1,287	6,732		4,700		4,000		4,000	4,000	4,000	4,000	4,000	4,000			
092020-2600	UNEMPLOYMENT																

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual	Projected	Dept	Admin	Adopted
		FY2016	FY2017	FY2018	FY2019	2019/03	FY2019					
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	EXPENSE	ACTUAL	EXPENSE	REQUEST	RECOMMEND	BUDGET
092020-2700	WORKERS COMPENSATION INS.											
092020-2800	OTHER BENEFITS	3,291	3,811	4,123	4,000	1,093	-4,000	4,000	4,000	4,000	4,000	4,000
092020-2801	HOSPITALIZATION-RETIRES	39,940										
092020-3130	CONSULTING SERVICES-CONSORTI	7,040	11,000	11,000	11,000	8,250	11,000	11,000	11,000	11,000	11,000	11,000
092020-5683	HEADWATERS SOIL CONSERV/DIST	24,721	24,400	24,400	25,141	25,141	25,141	30,701	30,701	30,701	30,701	30,701
092020-5684	INSPECTION COSTS - BIOSOLIDS											
092020-8002	FURNITURE & FIXTURES	3,638	5,258	4,347	3,000	1,944	3,000	3,000	3,000	3,000	3,000	3,000
092020-9994	CAREER DEVELOPMENT/PAY & CLA											
092020-9995	PAY & CLASS. PLAN-COMP BOARD				78,000					84,900	84,900	84,900
092020-9996	STATE CUTS											
092020-9997	PAY & CLASS. PLAN-COUNTY				212,000					224,500	224,500	224,500
092020-9998	PAY & CLASS. PLAN-OPEB				15,000		15,000	15,000	15,000	15,000	15,000	15,000
092020-9999	PAY & CLASS. PLAN-PART TIME				15,000		15,000	15,000	15,000	15,000	15,000	15,000
	TOTAL DEPARTMENT	454,402	867,919	947,924	1,186,462	716,697	1,020,062	1,412,928	1,412,928	1,201,928	1,201,928	1,201,928
92030	CONTRIBUTIONS											
092030-5602	MENTAL HEALTH SERVICES BOARD	147,530	177,100	184,185	191,555	143,666	191,555	365,886	191,555	365,886	197,000	197,000
092030-5604	VALLEY EDUCATION ALLIANCE	1,000	1,000	1,000	1,000	1,000	1,000	3,000	1,000	3,000	1,000	1,000
092030-5665	VALLEY PROGRAM FOR AGING SER	25,000	31,250	31,250	7,813	31,250	31,250	40,000	31,250	40,000	31,250	31,250
092030-5673	BLUE RIDGE COMMUNITY COLLEGE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
092030-5703	BRITE BUS-PDC TRANSIT	35,438	41,275	41,000	41,000	41,000	41,000	41,000	41,000	41,000	41,000	41,000
092030-5704	INTER-REGIONAL PUBLIC TRANSI											
092030-5707	CATS-TAX EXEMPTION	27,420	34,124									
092030-5711	COMMUNITY CENTERS (FROM P&R)	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
092030-5714	CRAIGSVILLE MEALS TAX	25,042	27,591	26,284	26,284	26,284	23,058	23,058	23,058	23,058	23,058	23,058
092030-5715	VERONA FOOD PANTRY	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540
092030-5717	VALLEY ASSOC FOR INDEPENDENT											
092030-5718	CENTRAL SHEN CRIME STOPPERS											
092030-5719	FRIENDS OF THE SHENANDOAH RI											
092030-5720	CRAIGSVILLE PERSONAL PROPRT	28,603	30,961	32,606	32,606	32,606	34,573	34,573	34,573	34,573	34,573	34,573
092030-5750	LIONS OF VA-TAX EXEMPTION	748	782	728	728	728	700	658	658	658	658	658
092030-5751	OAK GROVE THEATER-TAX EXEMPT	2,479	2,567	2,567	2,567	2,567	2,567	2,788	2,567	2,788	2,788	2,788
092030-5753	STILLWATERS TAX EXEMPTION	2,886	3,037	1,016	1,016	1,016	1,016		1,016			
092030-5754	MARY BALDWIN COLLEGE-TAX EXE	3,823										
092030-5755	GREENVILLE ATHLETIC CLUB-TAX											
092030-5756	VALLEY CHILDREN'S ADVOCACY C											
092030-5757	SOUTHEAST RURAL COMM. PRO (S											
092030-5760	CAP-SAW CONTRIBUTION	41,650	52,100	52,100	52,100	52,100	52,100	52,100	52,100	52,100	52,100	52,100
	TOTAL DEPARTMENT	396,159	450,253	427,276	436,656	302,119	435,359	638,811	442,967	442,967	442,967	442,967
92040	CONTINGENCIES											
092040-9997	FEMA GRANT DISBURSEMENTS					10,383	10,500					
092040-9998	CDBG-FIELDS OF GOLD AGRITOUR											
092040-9999	CONTINGENCIES	30,208	79,253	8,764	105,000	39,015	105,000	105,000	105,000	105,000	100,000	100,000
	TOTAL DEPARTMENT	30,208	79,253	8,764	105,000	49,398	115,500	105,000	105,000	105,000	100,000	100,000
	OTHER OPERATIONAL FUNCTIO	880,769	1,397,425	1,383,964	1,728,018	1,068,214	1,570,921	2,156,739	1,744,895	1,744,895	1,744,895	1,744,895
94000	TRANSFERS TO OTHER FUNDS											
094000-0015	TRANSFERS TO REVENUE RECOVER	160,000	160,000	160,000	160,000	26,858	160,000	160,000	160,000	160,000	160,000	160,000
094000-0023	TRANSFERS TO VPA FUND	1,001,863	961,008	1,040,465	1,193,027	1,294,545	1,196,295	1,245,051	1,196,295	1,245,051	1,245,051	1,245,051
094000-0024	TRANSFERS TO CSA FUND	1,429,944	1,690,000	1,643,090	1,689,071	1,157,005	1,926,000	2,067,000	1,926,000	2,067,000	1,550,000	1,550,000
094000-0041	TRANSFERS TO SCHOOL FUND	38,836,002	39,837,789	40,301,149	42,736,475	23,312,513	42,736,475	44,077,758	42,736,475	44,077,758	44,077,758	44,077,758

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	Adopted FY2019 BUDGET	Actual 2019#03 ACTUAL	Projected FY2019 EXPENSE	Dept FY2020 REQUEST	Admin FY2020 RECOMMEND	Adopted FY2020 BUDGET
094000-0045	TRANSFERS TO DEBT FUND	7,329,188	6,930,235	7,317,432	7,314,926	7,387,151	7,314,926	7,307,927	7,307,927	
094000-0070	TRANSFERS TO CO. CAPITAL IMP	6,674,395	4,941,213	6,916,473	3,207,080		8,756,621	3,207,080	3,207,080	
	TOTAL DEPARTMENT	55,431,392	54,520,245	57,378,609	56,300,579	33,178,072	62,090,317	58,064,816	57,547,816	
	TRANSFERS TO OTHER FUNDS*	55,431,392	54,520,245	57,378,609	56,300,579	33,178,072	62,090,317	58,064,816	57,547,816	
	-TOTAL FOR FUND	89,509,694	90,766,603	95,347,854	95,859,195	57,412,047	102,354,291	104,744,263	98,661,229	
999	FIRE REVOLVING LOAN FUND									
50000	DISBURSEMENT OF LOANS									
050000-5300	DISBURSEMENTS (LOANS)				500,000	500,000	500,000	500,000	500,000	
050000-6014	GEAR PURCHASES	64,256	50,110	66,700	105,000		105,000	105,000	105,000	
	TOTAL DEPARTMENT	64,256	50,110	566,700	605,000	500,000	605,000	605,000	605,000	
	DISBURSEMENT OF LOANS	64,256	50,110	566,700	605,000	500,000	605,000	605,000	605,000	
	-TOTAL FOR FUND	64,256	50,110	566,700	605,000	500,000	605,000	605,000	605,000	
999	ASSET FORFEITURE FUND									
31030	OPERATIONS									
031030-1100	SALARIES & WAGES	20,456	29,804	15,418	35,000	16,737	35,000	35,000	35,000	
031030-1200	OVER-TIME	1,530	2,231	1,134	3,000	1,234	3,000	3,000	3,000	
031030-2100	EMPLOYERS SHARE-FICA									
031030-2210	EMPLOYERS SHARE-RETIREMENT									
031030-2300	EMPLOYERS SHARE-HOSPITALIZAT									
031030-2400	EMPLOYERS SHARE-GROUP LIFE I									
031030-2500	EMPLOYERS SHARE-VRS HYBRID S									
031030-5501	TRAINING & TRAVEL	10,945								
031030-5600	AGENCY SHARE DISBURSEMENT	3,677	6,299	2,674						
031030-6010	POLICE SUPPLIES	8,441		2,174						
031030-8001	COMPUTER EQUIPMENT									
031030-8005	MOTOR VEHICLES					65	100			
031030-9999	OPERATIONS SUPPORT/INVESTIGA	9,000	6,500	8,413	10,000	1,000	10,000	10,000	10,000	
	TOTAL DEPARTMENT	54,049	44,834	29,813	48,000	19,036	48,100	48,000	48,000	
	OPERATIONS	54,049	44,834	29,813	48,000	19,036	48,100	48,000	48,000	
	-TOTAL FOR FUND	54,049	44,834	29,813	48,000	19,036	48,100	48,000	48,000	
999	ECONOMIC DEVELOPMENT FUND*									
53000	CAPITAL CONTRIBUTIONS									
053000-8000	PAYMENTS TO IDA	141,734	302,965	286,906	178,000		95,200	195,200	195,200	
	TOTAL DEPARTMENT	141,734	302,965	286,906	178,000		95,200	195,200	195,200	
	CAPITAL CONTRIBUTIONS	141,734	302,965	286,906	178,000		95,200	195,200	195,200	
	-TOTAL FOR FUND	141,734	302,965	286,906	178,000		95,200	195,200	195,200	
999	REVENUE RECOVERY FUND									
32000	REVENUE RECOVERY FUND									
32020	VOLUNTEER CONTRIBUTIONS									
032020-9001	DEERFIELD RESCUE SQUAD	16,560	7,454	4,082	10,100	6,026	10,100	11,600	11,600	
032020-9002	CHURCHVILLE RESCUE SQUAD	80,868	73,896	83,290	85,000	61,476	85,000	88,700	88,700	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual 2019/03 ACTUAL	Projected FY2019 EXPENSE	Dept REQUEST	Admin FY2020 RECOMMEND	Adopted FY2020 BUDGET
		FY2016 ACTUAL	FY2017 ACTUAL	FY2018 ACTUAL	FY2019 BUDGET							
032020-9003	STUARTS DRAFT RESCUE SQUAD	168,272	213,171	266,910	195,000	150,006	195,000	195,000	195,000		195,000	
032020-9004	CRAIGSVILLE/AUG SPRINGS RESC											
032020-9005	NEW HOPE RESCUE SQUAD	17,450	23,864	39,513	47,000	19,443	47,000	47,000	67,200		67,200	
032020-9006	MOUNT SOLOM RESCUE SQUAD	34,160	45,402	55,078	38,000	32,771	44,000	44,000	33,100		33,100	
032020-9007	WEYERS CAVE	23,352	34,504	26,622	57,000	27,204	57,000	57,000	54,300		54,300	
032020-9008	NEW HOPE-ACFR											
	TOTAL DEPARTMENT	340,662	398,291	475,495	432,100	296,926	438,100	438,100	449,900		449,900	
32040	SERVICE FEES											
032040-1100	SALARIES & WAGES											
032040-2100	EMPLOYERS SHARE-FICA											
032040-2210	EMPLOYERS SHARE-RETIREMENT											
032040-2300	EMPLOYERS SHARE-HOSPITALIZAT											
032040-2400	EMPLOYERS SHARE-GROUP LIFE I											
032040-2500	EMPLOYERS SHARE-VRS HYBRID S											
032040-2700	WORKERS COMPENSATION INS.											
032040-3100	PROFESSIONAL SERVICES											
032040-5201	POSTAL SERVICES	59,415	66,966	66,952	19,340	28,576	34,000	34,000	12,300		12,300	
032040-5203	TELEPHONE SERVICES											
032040-5501	TRAVEL EXPENSES											
032040-5801	DUES & SUBSCRIPTIONS											
032040-6001	OFFICE SUPPLIES											
032040-8002	OFFICE EQUIPMENT & FURNITURE	59,415	66,966	66,952	19,340	28,576	80,344	80,344	68,827		68,827	
	TOTAL DEPARTMENT	400,077	465,257	542,447	451,440	325,502	518,444	518,444	518,727		518,727	
92000	CONTINGENCIES											
92040	CONTINGENCIES											
092040-9991	STAUNTON AUGUSTA RESCUE	15,690	20,679	19,564	21,000	16,351	21,800	21,800	21,000		21,000	
092040-9992	WAYNESBORO FIRST AID CREW	13,815	18,061	13,132	21,000	10,507	15,000	15,000	15,000		15,000	
092040-9993	AUGUSTA AGENCY CONTRIBUTION	109,790	66,465	7,163	64,200	64,200	64,200	64,200	64,200		64,200	
	TOTAL DEPARTMENT	139,295	105,205	39,859	106,200	26,858	101,000	101,000	100,200		100,200	
	CONTINGENCIES	139,295	105,205	39,859	106,200	26,858	101,000	101,000	100,200		100,200	
94000	TRANSFERS TO OTHER FUNDS											
094000-0011	TRANSFERS TO GENERAL FUND	698,527	864,716	1,088,947	955,660	678,330	1,100,000	1,100,000	1,000,000		1,000,000	
	TOTAL DEPARTMENT	698,527	864,716	1,088,947	955,660	678,330	1,100,000	1,100,000	1,000,000		1,000,000	
	TRANSFERS TO OTHER FUNDS	698,527	864,716	1,088,947	955,660	678,330	1,100,000	1,100,000	1,000,000		1,000,000	
999	VIRGINIA PUBLIC ASSISTANCE											
53000	VIRGINIA PUBLIC ASSISTANCE											
53010	ADMINISTRATION											
053010-1100	SALARIES & WAGES	5,087,248	5,599,407	5,932,012	6,132,150	3,927,742	6,349,549	6,349,549	6,471,178		6,471,178	
053010-2100	EMPLOYERS SHARE-FICA	382,839	419,800	437,313	477,888	294,908	503,059	503,059	503,824		503,824	
053010-2210	EMPLOYERS SHARE-RETIREMENT	619,740	557,542	598,393	578,611	367,455	609,639	609,639	610,128		610,128	
053010-2300	EMPLOYERS SHARE-HOSPITALIZAT	1,123,115	1,209,665	1,274,702	1,437,403	833,853	1,486,831	1,486,831	1,494,338		1,494,338	
053010-2400	EMPLOYERS SHARE-GROUP LIFE I	58,764	71,203	76,426	80,176	51,112	84,486	84,486	84,663		84,663	
053010-2500	EMPLOYERS SHARE-VRS HYBRID S	5,265	7,687	10,638	15,323	8,243	17,317	17,317	16,526		16,526	
053010-2600	UNEMPLOYMENT COMPENSATION	705	3,293	9,903	4,000	14,881	4,000	4,000	15,000		15,000	
	WORKERS COMPENSATION INS	13,674	14,902	17,932	18,500	16,964	18,500	18,500	17,500		17,500	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2016 ACTUAL	PREVIOUS YEAR FY/2017 ACTUAL	PREVIOUS YEAR FY/2018 ACTUAL	Adopted FY/2019 BUDGET	Actual 2019/03 ACTUAL	Projected FY/2019 EXPENSE	Dept FY/2020 REQUEST	Admin FY/2020 RECOMMEND	Adopted FY/2020 BUDGET
053010-2802	HEALTH SAVINGS ACCOUNT		4,334	11,418	12,000	9,709	12,000	16,000	16,000	
053010-3110	PROFESSIONAL HEALTH SERVICES	1,756	1,824	1,824	2,000	1,131	2,000	2,000	2,000	
053010-3120	LEGAL/OTHER PROFESSIONAL SER	264,185	205,616	210,611	210,000	133,669	210,000	205,500	205,500	
053010-3310	REPAIRS & MAINT.-CONTRACTUAL	41,867	42,042	45,408	45,000	29,460	45,000	43,000	43,000	
053010-5201	POSTAL SERVICES	58,370	44,098	33,431	40,000	21,273	40,000	30,000	30,000	
053010-5203	TELEPHONE SERVICES	57,293	69,210	45,766	46,000	41,824	46,000	116,000	116,000	
053010-5305	MOTOR VEHICLE INSURANCE	15,437	15,697	15,634	16,000	16,534	16,000	16,600	16,600	
053010-5306	SURETY BOND	413	416	368	400	417	400	417	417	
053010-5307	PUBLIC OFFICIAL LIABILITY IN	2,317	2,317	2,317	2,317	2,317	2,317	2,317	2,317	
053010-5402	RENT-BUILDING	168,297	178,468	161,619	178,000	111,081	178,000	165,000	165,000	
053010-5501	TRAVEL EXPENSES/TRAINING	23,558	22,332	17,419	25,000	14,304	25,000	22,000	22,000	
053010-5504	IN-SERVICE TRAINING & EDUCAT	4,248	663	2,079	3,000	1,576	3,000	2,000	2,000	
053010-5725	TEMPORARY ACCOUNT									
053010-5821	DUES & SUBSCRIPTIONS/ADVERTI	4,507	7,014	2,668	6,000	3,558	6,000	7,000	7,000	
053010-6001	OFFICE SUPPLIES	61,410	62,304	56,969	68,000	28,532	68,000	50,000	50,000	
053010-6002	FOSTER CHILDREN'S MEALS	391	252	368	400	150	400	400	400	
053010-6008	MOTOR VEHICLE FUEL	27,631	28,012	30,514	32,000	21,096	32,000	30,000	30,000	
053010-6009	MOTOR VEHICLE MAINT. & SUPPL	16,532	15,204	14,052	20,000	9,694	20,000	15,000	15,000	
053010-8002	FURNITURE & FIXTURES	44,439	2,062	21,084	6,000	1,683	6,000	6,000	6,000	
053010-8005	MOTOR VEHICLES	72,151	67,135	74,972	66,000	56,652	66,000	46,800	46,800	
	TOTAL DEPARTMENT	8,156,152	8,652,517	9,105,795	9,522,168	6,017,501	9,851,498	9,989,211	9,989,211	
53020	PUBLIC ASSISTANCE									
053020-5701	GENERAL RELIEF	10,750	16,635	11,440	20,000	11,280	20,000	20,000	20,000	
053020-5702	AUXILIARY GRANTS	122,640	123,500	111,869	125,000	69,345	125,000	130,000	130,000	
053020-5706	AID TO DEPT CHILDREN-FOSTER	771,645	647,590	661,816	700,000	419,847	700,000	706,000	706,000	
053020-5711	VIEWADG/TRANS DAY CARE									
053020-5712	MED OUTREACH/FIN IND PROG.			52,000	134,000	45,530	134,000	134,000	134,000	
053020-5714	SPECIAL ADOPTION PAYMENTS	437,580	368,253	359,486	450,000	187,344	450,000	450,000	450,000	
053020-5715	ADOPTION SUBSIDY PAYMENTS	1,058,679	1,203,316	1,321,842	1,400,000	976,055	1,400,000	1,500,000	1,500,000	
053020-5717	ADULT & APS SERVICES	30,005	22,789	26,023	28,000	7,776	28,000	28,000	28,000	
053020-5718	CLIENT PURCHASED SVCS	117,262	137,419	120,500	140,000	75,484	140,000	140,000	140,000	
053020-5720	MEDICAID EXPANSION					180,964				
053020-5725	VIEW PURCHASED SVCS	84,110	70,852	133,136	110,000	54,475	110,000	135,000	135,000	
053020-5750	FAMILY OUTREACH GRANT	285,750	290,734	257,786	310,000	134,753	310,000	310,000	310,000	
	TOTAL DEPARTMENT	2,918,421	2,901,088	3,055,898	3,417,000	2,162,853	3,417,000	3,553,000	3,553,000	
053060-5715	FAMILY COMPREHENSIVE SERVICE					1,272				
	TOTAL DEPARTMENT					1,272				
99990	CITY OF STAUNTON									
099990-3100	STAUNTON PROGRAM COSTS					20,716				
099990-3200	WAYNESBORO PROGRAM COSTS					32,353				
	TOTAL DEPARTMENT					53,069				
	CITY OF STAUNTON					53,069				
	-TOTAL FOR FUND	11,074,573	11,553,605	12,161,693	12,939,168	8,126,013	13,268,498	13,542,211	13,542,211	
999	COMPREHENSIVE SERVICES ACT									
53060	COMPREHENSIVE SERVICES ACT									

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY2016		PREVIOUS YEAR FY2017		PREVIOUS YEAR FY2018		Adopted FY2019		Actual 2019/03 ACTUAL	Projected FY2019 EXPENSE	Dept FY2020 REQUEST	Admin FY2020 RECOMMEND	Adopted FY2020 BUDGET
		ACTUAL		ACTUAL		ACTUAL	BUDGET							
053060-5715	FAMILY COMPREHENSIVE SERVICE	3,950,487	4,862,869	4,585,399	5,197,500	3,101,634	5,350,000	5,350,000	5,750,000	5,750,000	5,750,000	5,000,000	5,000,000	
	TOTAL DEPARTMENT	3,950,487	4,862,869	4,585,399	5,197,500	3,101,634	5,350,000	5,350,000	5,750,000	5,750,000	5,750,000	5,000,000	5,000,000	
	COMPREHENSIVE SERVICES ACT	3,950,487	4,862,869	4,585,399	5,197,500	3,101,634	5,350,000	5,350,000	5,750,000	5,750,000	5,750,000	5,000,000	5,000,000	
	-TOTAL FOR FUND	3,950,487	4,862,869	4,585,399	5,197,500	3,101,634	5,350,000	5,350,000	5,750,000	5,750,000	5,750,000	5,000,000	5,000,000	
999	COUNTY CAPITAL IMPROVEMENT													
80000	CAPITAL OUTLAYS													
080000-8005	ACQ & DEVELOPMENT-LANDFILL	609,228	333,390	183,620	200,000	116,071	-200,000	200,000	200,000	200,000	200,000	200,000	200,000	
080000-8011	INFRASTRUCTURE-BEVERLEY MANO	40,501	139,476	36,454	50,000	165,504	100,280	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8012	INFRASTRUCTURE-MIDDLE RIVER	183,125	8,528	1,883	50,000			50,000	50,000	50,000	50,000	50,000	50,000	
080000-8013	INFRASTRUCTURE-NORTH RIVER	10,000	1,000	18,970	50,000	533	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8014	INFRASTRUCTURE-PASTURES	52,131	25,501	20,197	50,000	3,585	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8015	INFRASTRUCTURE-RIVERHEADS	1,536	5,456	21,948	50,000			50,000	50,000	50,000	50,000	50,000	50,000	
080000-8016	INFRASTRUCTURE-SOUTH RIVER	300	27,767	46,045	50,000			50,000	50,000	50,000	50,000	50,000	50,000	
080000-8017	INFRASTRUCTURE-WAYNE	166,495	64,432	927,862	50,000	19,770	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8021	MATCHING GRANTS-BEVERLEY MAN	8,691	4,590	17,679	15,000	65,500	27,000	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8022	MATCHING GRANTS-MIDDLE RIVER	17,184	5,000	22,261	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8023	MATCHING GRANTS-NORTH RIVER	1,684	1,684	1,680	15,000	3,961	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8024	MATCHING GRANTS-PASTURES	682	7,966	111	15,000			15,000	15,000	15,000	15,000	15,000	15,000	
080000-8025	MATCHING GRANTS-RIVERHEADS	2,400		1,863	15,000			15,000	15,000	15,000	15,000	15,000	15,000	
080000-8026	MATCHING GRANTS-SOUTH RIVER	8,691		10,000	15,000	14,653	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8030	SOLID WASTE CENTERS													
080000-8049	ELECTORAL BD - VOTING MACHIN	25,546	210,608	146,945	25,000	68,205	25,000	25,000	25,000	25,000	25,000	25,000	25,000	
080000-8051	LIBRARY PHASE II													
080000-8052	LIBRARY-CHILDREN'S WING													
080000-8053	LIBRARY-AUTOMATION	41,278	80,423	9,998	17,000	6,093	17,000	17,000	17,000	17,000	17,000	17,000	17,000	
080000-8054	CRAIGSVILLE BOOK STATION													
080000-8055	CRAIGSVILLE/AUGUSTA SPRINGS		12,321	10,132		660								
080000-8056	COUNTY FIRE STATION													
080000-8057	FIRE & RESCUE EQUIP/APPARTUS	217,935	1,346,157	843,215	312,250	55,132	845,710	320,500	320,500	320,500	320,500	320,500	320,500	
080000-8058	EMERGENCY COMMUNICATIONS	784,205	1,584,753	941,329	295,500	653,194	860,382	335,382	335,382	335,382	335,382	335,382	335,382	
080000-8059	FIRE TRAINING CENTER		19,616											
080000-8060	SHERIFF EQUIP/K-9	120,053	38,993	1,974	75,000	40,761	125,000	25,000	25,000	25,000	25,000	25,000	25,000	
080000-8070	SCHOLASTIC WAY PROJECT	10,248	45,327	15,701	150,000	6,413	201,120							
080000-8073	GREENVILLE SEWER	48,005	25,308											
080000-8074	HEALTH DEPARTMENT	10,724	5,378	12,106										
080000-8133	CIRCUIT COURT EQUIPMENT													
080000-8134	COUNTY SCHOOLS													
080000-8135	REGIONAL CORRECTION FACILITY	364,892	255,271	482,501	564,124	418,510	564,124	564,124	564,124	564,124	564,124	564,124	564,124	
080000-8136	JUVENILE DETENTION CENTER													
080000-8137	CSA RESERVE													
080000-8138	DSS RESERVE													
080000-8139	TOURIST INFORMATION CENTER	61,631	72,577	61,613	10,000		10,000	10,000	10,000	10,000	10,000	10,000	10,000	
080000-8141	GEOGRAPHICAL INFO SYSTEM	3,100	3,100	2,489	20,000		20,000	20,000	23,035	23,035	23,035	23,035	23,035	
080000-8142	SD POOL/BUS/PARKS	71,792	43,936	164,835	75,000	59,368	75,000	75,000	75,000	75,000	75,000	75,000	75,000	
080000-8143	STUARTS DRAFT POOL													
080000-8144	INFORMATION TECHNOLOGY	175,674	30,704	107,171	295,562	206,532	545,562	270,562	270,562	270,562	270,562	270,562	270,562	
080000-8145	ECONOMIC DEVELOPMENT	1,331,041	414,026	676,674	371,250	167,470	445,326	273,224	273,224	273,224	273,224	273,224	273,224	
080000-8146	FIRING RANGE	27,203	9,667	10,820	52,000	12,454	52,000	52,000	52,000	52,000	52,000	52,000	52,000	
080000-8147	GOVERNMENT CENTER EXPANSION	227,643	87,802	35,312	100,000	3,826	200,000	50,000	50,000	50,000	50,000	50,000	50,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		Actual		Projected		Admin		Adopted	
		FY/2016	FY/2017	FY/2018	FY/2019	2019/03	FY/2019	FY/2020	FY/2020	FY/2019	FY/2020	FY/2020	FY/2020	FY/2020	FY/2020
		ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	EXPENSE	REQUEST	RECOMMEND	BUDGET	EXPENSE	REQUEST	RECOMMEND	BUDGET	BUDGET
080000-8148	COUNTY COURTHOUSE	89,096	34,180		300,000		2,800,000	500,000		500,000					
080000-8149	WATER & SEWER PROJECTS CONTR	86,773	27,836	60,000	100,000		100,000								
080000-8150	DSS BUILDING														
080000-8151	FLOOD CONTROL DAMS	2,899,589	157,931	421,165	17,600	230,284	1,253,375	2,434,275		2,434,275				2,434,275	
080000-8152	FIRE & RESCUE EQUIPMENT-VOLU	94,330	34,670	164,789	200,000	140,432	200,000	200,000		200,000				200,000	
080000-8153	HAZARDOUS MATERIALS GRANT	30,697	63,312	7,453	10,000	8,213	12,000	10,000		10,000				10,000	
080000-8154	HAZ MAT EQUIPMENT GRANT														
080000-8155	DUPONT SETTLEMENT GRANT			66		3,263	176,400	734,600		734,600				734,600	
080000-8157	SAFER RESERVE														
080000-8159	LE T P GRANT														
080000-8160	HOMELAND SECURITY-GRANT FUND														
080000-8161	BLUE RIDGE COMMUNITY COLLEGE	137,585	137,585	137,585	137,585	137,585	137,585	137,585		137,585				137,585	
080000-8162	SECONDARY ROADS-REVENUE SHAR	96,254	29,927	2,832,925		189,672	330,256	389,720		389,720				389,720	
080000-8163	LANDFILL-CRAIGSVILLE														
080000-8164	STORM WATER MANAGEMENT	6,500	305,470	12,585	33,035	33,104	333,035								
080000-8165	GOVERNMENT CENTER SECURITY	27,342	8,151	34,091	20,000	5,571	51,047	25,000		25,000				25,000	
080000-8166	VEHICLE SINKING FUND	527,723	570,755	678,632	295,500	701,143	412,302	300,500		300,500				300,500	
080000-8167	EMERGENCY WATERSHED PROGRAM														
080000-8170	TIFS-INTERSTATE/CRESCENT	34,763	38,192	39,510											
080000-8196	ROBINSON HOLLOW DAM														
080000-8197	HURRICANE ISABEL														
080000-8198	BUILDING SINKING FUND	225,582	226,283	516,193	256,460	556,349	756,460	256,460		256,460				256,460	
080000-8199	CONTINGENCIES						100,000	100,000		100,000				100,000	
	TOTAL DEPARTMENT	8,404,054	5,329,117	9,490,493	4,387,866	3,883,930	11,997,656	7,808,967		7,808,967				7,808,967	
	CAPITAL OUTLAYS	8,404,054	5,329,117	9,490,493	4,387,866	3,883,930	11,997,656	7,808,967		7,808,967				7,808,967	
94000	TRANSFERS TO OTHER FUNDS														
094000-0011	TRANSFERS TO GENERAL FUND	1,080,000												75,000	
094000-0023	TRANSFER TO DSS FUND														
094000-0024	TRANSFER TO CSA FUND		62,297		185,179									250,000	
094000-0041	TRANSFERS TO SCHOOL FUND														
094000-0044	TRANSFERS TO SCH. CAP. IMPRO	1,833,503	657,295	460,781											
094000-0045	TRANSFERS TO DEBT FUND	646,371	644,122	2,233,147	2,092,728	537,159	2,076,267	1,185,579		1,185,579				1,185,579	
	TOTAL DEPARTMENT	3,559,874	1,363,714	2,693,928	2,277,907	537,159	2,076,267	1,260,579		1,260,579				1,510,579	
	TRANSFERS TO OTHER FUNDS*	3,559,874	1,363,714	2,693,928	2,277,907	537,159	2,076,267	1,260,579		1,260,579				1,510,579	
	-TOTAL FOR FUND	11,963,928	6,692,831	12,184,421	6,665,773	4,421,089	14,073,923	9,069,546		9,319,546				9,319,546	

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Total Revenues

The Fiscal Year 2019-2020 total revenues are shown below. Major sources include property taxes, local taxes and funds from the Commonwealth of Virginia. Overall, this budget represents a 3.1% or \$2,981,234 increase over FY2018-2019 adopted budget.

Augusta County
Fiscal Year 2019-2020
Recommended Revenues- General Fund

General Property Taxes	\$	63,797,700	64.66%
Other Local Taxes	\$	15,856,000	16.07%
Permits, Priv. Fees, Reg. Licenses	\$	675,650	0.68%
Fines & Forfeitures	\$	330,500	0.33%
Use of Money and Property	\$	1,188,500	1.21%
Charges for Services	\$	2,708,900	2.75%
Miscellaneous	\$	5,000	0.01%
Recovered Costs	\$	238,450	0.24%
State	\$	12,252,419	12.42%
Federal	\$	533,110	0.54%
Non-Revenue Receipts	\$	1,075,000	1.09%
Fund Balance	\$	0	0.0%
Total	\$	98,661,229	100%

Real Estate

Real Estate taxes are projected to increase by 0.5%, and constitute 44% of the County's General Fund revenues for FY2019-2020. The overall value of real property in the County (excluding public service corporations) totaled \$6.99 billion as of January 1, 2018. The budget is based on a real estate tax of \$0.63 per \$100 of assessed value.

Public Service Corporations-Real Estate

As of January 1, 2018, the assessed value of public service corporation real property in the County totaled \$452 million. The Fiscal Year 2020 estimate of this revenue is based on the value of assessed property and a tax rate of \$.63 per \$100 of assessed value. The estimate assumes that the levy of real property will be reduced as the housing market improves causing the sales assessment ratio to fall below 100% in 2019, to 97%.

Personal Property

Personal Property tax is levied on the tangible property of individuals and businesses. For individuals, this is primarily associated with automobiles. For businesses, examples include motor vehicles, machinery, fixtures and tools.

In calendar year 2018, the assessed value of personal property for vehicles in the County totaled \$584 million. The Fiscal Year 2020 estimate of this revenue is based on a .08% increase of assessed property and a tax rate of \$2.50 per \$100 of assessed value. The estimate assumes that the assessed value of

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personal property will grow on average in the current fiscal year based on regional figures for tangible business property values. It also assumes that the total overall number of registered vehicles will remain steady as a result of the economic conditions stabilizing in some areas.

As of January 1, 2018, the assessed value of business personal property in the County totaled \$117 million. The Fiscal Year 2020 estimate of this revenue is based on the value of assessed property and a tax rate of \$2.00 per \$100 of assessed value. The estimate assumes that the assessed value of personal property will increase by 1.08% in the current fiscal year. Machinery and tools tax is expected to increase, with a value of \$216 million. Machinery and tools is also taxed at a rate of \$2.00 per \$100 of assessed value.

Local Sales Tax

This revenue is projected to increase 5% in FY2019-2020 which is an increase of \$275,000 compared to the budget for FY2018-2019. This is mainly due to the continued rebound in the economy and efforts by the Commissioner of the Revenue's office to ensure Augusta County business's sales tax is being properly allocated to Augusta County by the State.

Business License (BPOL) Tax

Business, Professional and Occupational License, also known as BPOL, is a tax levied on the gross receipts of persons and companies who are engaged in business in Augusta County. The recommended Fiscal Year 2019-2020 budget reflects estimated collections of \$3.6 million, which accounts for approximately 4% of local revenues.

Meals Tax

The County imposes a 4% tax on food and beverages prepared for public consumption at food establishments throughout the County. The recommended Fiscal Year 2019-2020 budget reflects estimated collections of \$2.5 million which accounts for approximately 3% of local revenues.

State Revenues

Approximately 12.42% of the County's total revenues from all sources represent state funds used in support of the County's general fund expenditures budget. These funds are classified as "categorical", "non-categorical" and "shared expenses" state aid.

- **Non-categorical** – The County anticipates receiving a total of \$7 million or 7% of anticipated revenues from general fund sources in the form of non-categorical aid. Non-categorical aid includes revenues which are raised by the state and shared with the local government. The use of such revenues is at the discretion of the local government. These revenues include rolling stock, auto rental tax, mobile homes titling tax, and recordation and communication taxes. The largest source is the state funded portion of the Personal Property Tax Relief Act (PPTRA). This category is projected to reduce due to the continued decrease in state communications taxes.
- **Categorical** – Includes revenues received from and designated by the Commonwealth for a specific use by the local government. For Augusta County, such revenues are usually received on a reimbursable basis from the state. Categorical aid is primarily rendered to specific departments, such as recycling, emergency communications, library or clerk of court. The anticipated amount of this aid is \$557,600 or 0.57% of revenue from general fund sources. This category remains stable with the prior year.
- **Shared Expense**- This source of funds includes revenues collected from the Commonwealth for the state's share of expenditures in activities that are considered to be a state/local

responsibility. Revenue from each source is shown in the activity that it benefits. Under the state's shared expense classification, the County expects to receive \$4.5 million or 5% of general fund revenues. These shared expenses are directed mostly to personnel costs for the Constitutional offices which include; Commonwealth's Attorney, Sheriff, Treasurer, Commissioner of Revenue, Registrar and Electoral Board, and Clerk of Circuit Court.

Federal Revenues – Federal revenues will provide \$533,110 or 0.54% of the \$98 million FY2019-2020 general fund operating budget. This represents a 1.6% increase over FY2018-2019 original budget due to a portion of the Victim Witness Grant now being federally funded.

Other Funds

Fire Revolving Loan Fund – This fund represents the funding from Virginia Department of Fire Programs Aid to Localities Entitlement program. The total budget is \$303,000 which is a decrease from FY2018-2019 due to an agency paying their loan in full before it was due. This fund does not expire, and accordingly carries a fund balance from year to year. In accordance with policy, the fund balance is used to provide no-interest loans to volunteer fire departments, with a lien held on purchased apparatus. Loan payments from the volunteer fire departments are posted as revenue in the Fire Revolving Loan Fund.

Drug Enforcement Fund – This fund reflects asset seizures related to drug arrests and is budgeted at \$12,300. Revenues will be revised to actual based on asset seizure funds received during the year. This fund does not expire, and accordingly carries a fund balance from year to year.

Economic Development Authority (EDA) Fund – This fund authorizes the authority to acquire, own, lease or dispose of properties to the end that such activities may promote industry and develop trade by inducing enterprises to locate and remain in Virginia. It is budgeted at \$195,000 which represents payments from the County to the EDA for tax increment financing rebates.

Revenue Recovery Fund – This fund represents revenue received from ambulance transport services. The budget is \$1.36 million which increased from FY2018-2019. The Revenue Recovery fund does not expire, and accordingly carries a fund balance from year to year. The fund balance is comprised of a contingency reserve and one quarter of revenue that is to be paid to the rescue agencies and County. As of July 1, 2018, the County now handles all of the Revenue Recovery billing internally.

County Capital Improvement Fund – The capital improvements fund revenue budget is comprised of grant funding and debt proceeds related to current projects. This fund does not expire, and accordingly carries a fund balance from year to year. The fund balance is comprised of funding set aside for future capital replacements, capital projects, grant matches, reserves for rainy day funding, and regional projects.

**COUNTY OF AUGUSTA
REVENUE BY DEPARTMENT
FY2020**

	<u>General</u>		<u>Department</u>		<u>Total</u>	
	<u>Tax Base</u>	<u>Percent</u>	<u>Revenue</u>	<u>Percent</u>	<u>Expenditures</u>	
11010	Board of Supervisors	143,481	100%	-	0%	143,481
12010	County Administrator	844,318	100%	-	0%	844,318
12030	Personnel	217,513	77%	64,040	23%	281,553
12040	County Attorney	465,098	100%	-	0%	465,098
12090	Commissioner of Revenue	680,272	71%	274,411	29%	954,683
12100	Reassessment (from fund bal)	-	#DIV/0!	-	#DIV/0!	-
12130	Treasurer	282,205	50%	281,405	50%	563,610
12150	Finance	388,922	94%	26,460	6%	415,382
12200	Information Technology	768,612	98%	13,726	2%	782,338
13010	Registrar	316,910	86%	49,800	14%	366,710
21010	Circuit Court Judge	172,942	100%	-	0%	172,942
21020	General District Court	7,500	100%	-	0%	7,500
21030	Magistrate	3,596	100%	-	0%	3,596
21060	Circuit Court Clerk	253,383	27%	687,876	73%	941,259
22010	Commonwealth Attorney	262,179	23%	860,470	77%	1,122,649
31020	Sheriff	3,637,885	50%	3,581,200	50%	7,219,085
31040	Emergency Operations	1,823,627	88%	240,300	12%	2,063,927
32010	Fire & Rescue	6,747,998	87%	1,001,500	13%	7,749,498
32020	Volunteer Fire & Rescue	2,001,836	96%	80,000	4%	2,081,836
32030	Fire Training	435,576	100%	-	0%	435,576
32040	SAFER	-	#DIV/0!	-	#DIV/0!	-
33030	J&D Court Clerk	10,410	53%	9,050	47%	19,460
33040	Court Services	3,120	100%	-	0%	3,120
33050	Juvenile & Probation	2,061,417	100%	10,000	0%	2,071,417
34010	Building Inspections	32,872	8%	371,800	92%	404,672
35010	Animal Control	363,686	82%	78,200	18%	441,886
41020	Highways & Roads	16,000	100%	-	0%	16,000
41040	Street Lights	120,500	100%	-	0%	120,500
42010	Sanitation & Waste	786,029	36%	1,418,000	64%	2,204,029
42020	Recycling Program	161,500	100%	-	0%	161,500
43010	Maintenance	1,996,667	100%	2,262	0%	1,998,929
51010	Health Department	551,337	96%	20,000	4%	571,337
51020	Tax Relief for the Elderly	350,200	100%	-	0%	350,200
71010	Parks & Recreation	339,708	27%	898,580	73%	1,238,288
71020	Natural Chimneys	-	#DIV/0!	-	#DIV/0!	-
73010	Library	1,242,636	87%	186,800	13%	1,429,436
73020	Churchville Library	-	#DIV/0!	-	#DIV/0!	-
81010	Community Development	828,031	83%	173,850	17%	1,001,881
81020	Tourism	269,070	98%	4,500	2%	273,570
81050	Economic Development	311,280	100%	-	0%	311,280
83010	Extension Office	124,212	100%	-	0%	124,212
83050	County Farm	4,260	52%	4,000	48%	8,260
92020	Non-Departmental	1,201,928	100%	-	0%	1,201,928
92030	Contributions	442,967	100%	-	0%	442,967
92040	Contingency	25,000	25%	75,000	75%	100,000
94000	Transfers to Other Funds	57,547,816	100%	-	0%	57,547,816
	TOTAL	88,248,000	89%	10,413,229	11%	98,661,229
		88,248,000		10,413,229		98,661,229

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County of Augusta, Virginia
 Revenue Calculation
 FY2019 Revised FY2020 Original

11010 Real Estate Taxes

	<u>FY2019</u>		<u>FY2020</u>
Tax Year 2018		Tax Year 2019	
Assessment	6,991,749,207	Prior year assessment	6,991,749,207
Rate	0.0063	.5% growth	34,958,746
	<u>44,048,020</u>	Estimated Assessment	<u>7,026,707,953</u>
Collections rate	97.00%	Rate	<u>0.0063</u>
	<u>42,726,579</u>		44,268,260
Less FY18 collections	(20,739,127)	Collections percentage	<u>48.00%</u>
	21,987,452	Total levy	21,248,765
Less TIF to be paid	(310,491)	Collection rate	<u>97.00%</u>
Less Veteran exemption	(172,082)	First half collections	<u>20,611,302</u>
Total	<u><u>21,504,879</u></u>		
		Total levy	44,268,260
		Collection percentage	<u>52%</u>
			23,019,495
		Collections rate	<u>97.00%</u>
		Total levy	22,328,910
		Less Estimated TIF	(310,491)
		Less Veteran exemptions	(172,082)
		Second half collections	<u><u>21,846,337</u></u>
Revised budget amount	21,500,000	Revised budget amount	20,611,000
		Original budget amount	21,846,300
		Carryforward to 2019 taxes	20,611,000

11020 Public Service Corporation Taxes-Real Estate

	<u>FY2019</u>		<u>FY2020</u>
Tax Year 2018		Tax Year 2019	
Actual collections-second half	1,457,180	2018 levy	2,849,416
		Second year of reassessment	100.00%
			<u>2,849,416</u>
		Treasurer bill first half	1,424,708
		Remainder to be billed	1,424,708
		Treasurer bill first half-2018	1,424,708
Revised budget amount	1,457,180	Revised budget amount	1,424,700
		Original budget amount	1,424,700
		Carry forward to 2018 taxes	1,424,700

11030 Personal Property Taxes

	<u>FY2019</u>		<u>FY2020</u>
Tax Year 2018		Tax Year 2019	
2.00:		2.00:	
Assessment	117,800,580	Prior year assessment	117,800,580
Rate	0.0200	Growth	99.00%
	<u>2,356,012</u>	Estimated Assessment	<u>116,622,574</u>
		Rate	0.0200
			<u>2,332,451</u>
2.50:		2.50:	
Assessment	584,419,710	Prior year assessment	584,419,710
Rate	0.0250	Growth	103.00%
	14,610,493	Estimated Assessment	<u>601,952,301</u>
		Rate	0.0250
			<u>15,048,808</u>
Total levy	16,966,504	Total levy	17,381,259
Collections rate	96.0%	Collections rate	96.0%
	<u>16,287,844</u>		<u>16,686,009</u>
Less PPTRA	(4,295,933)	Less PPTRA	(4,295,933)
Less TIF	(186,639)	Less TIF	(186,639)
	<u>11,805,272</u>		<u>12,203,437</u>
Revised budget amount	11,805,000	Original budget amount	12,203,000

11030 Mobile Homes

	<u>FY2019</u>		<u>FY2020</u>
Tax Year 2018		Tax Year 2019	
Assessment	36,802,270	Prior year assessment	36,802,270
Rate	<u>0.0063</u>	Growth	<u>100.00%</u>
	231,854	Estimated Assessment	36,802,270
Collections rate	<u>90%</u>	Rate	<u>0.0063</u>
	<u>208,669</u>		231,854
		Collections rate, prior year	90%
		Total levy	<u>208,669</u>
Revised budget amount	208,600	Original budget amount	208,600

11040 Machinery & Tools

	<u>FY2019</u>		<u>FY2020</u>
Tax Year 2018		Tax Year 2019	
Assessment	216,134,200	Prior year assessment	216,134,200
Rate	<u>0.0200</u>	No growth	<u>100.00%</u>
	4,322,684	Estimated Assessment	216,134,200
Collections rate	<u>100%</u>	Rate	<u>0.0200</u>
	4,322,684		4,322,684
Less TIF paid	<u>(195,158)</u>	Collections rate	100%
	<u>4,127,526</u>	Total levy	4,322,684
		Less TIF estimate	<u>(195,158)</u>
Delinquents			<u>4,127,526</u>
Revised budget amount	4,127,400	Original budget amount	4,127,400

LOCAL TAXES

Real Estate	\$.63
Real Estate- Fire Tax	-0-
Personal Property Tax - Vehicles	\$2.50
- Loan Value 76% (Commissioner's Option)	
- Trade-in 84%	
- Retail 100%	
Personal Property Tax – Business	\$2.00
Personal Property Tax – Livestock	-0-
Personal Property Tax – Boats/Aircraft/Trailers	\$2.50
Personal Property Tax – Antique Vehicles	\$2.50
Personal Property Tax – Recreational Vehicles	\$2.50
Personal Property Tax – Mobile Home	\$0.58
Machinery & Tools	\$2.00
Utility License Tax	
- Telephone	.5% max.
- Water	-0-
Consumer Utility Tax (electrical)	
- Residence	\$1.40/\$3.00 max.
- Commercial	\$2.29/\$30.00 max.
- Industrial	\$2.29/\$30.00 max.
Consumer Utility Tax (Gas)	-0-
Consumer Utility Tax (Water)	-0-
BPOL	
- License fee	-0-
- Threshold	\$100,000
- Contracting	\$.16
- Retail	\$.20
- Repairs, Personal & Business Services	\$.30
- Financial, Real Estate and Professional Services	\$.30
- Wholesale	\$.05
BPOL	
- Retail Peddlers	\$500 max.
- Retail Itinerant	\$500 max.
- Wholesale	\$100
Motor Vehicle Local License (decal)	-0-

Meals	4% max.
Transient Occupancy Tax	2% max.
	2% Tourism
Cigarette Tax	-0- GA
Admission Tax	-0- GA
Legal Document Tax	
- Recordation	8.3% max.
- Wills	3.3% max.
Bank Franchise Tax	80% max.
(80% of State Tax)	
Refuse Collection Fee	-0-
Recycling Collection Fee	-0-
<u>Miscellaneous</u>	
Dog Tags	
\$10 fertile	
\$ 6 Neutered	
Building Inspection Fees	
Community Development Zoning Application fees	
Community Development BOZA Application fees	
Landfill Tipping fees	
Commercial/Industrial	\$45 /ton
Residential Collection	\$15 /ton

H./Word/Budget/Local Taxes

Revenue Recovery Estimated Revenues
For Fiscal Year 2019

	Actual FY19	Est. FY20	10% ALS \$531	90% BLS \$447	Mileage \$14	Total Gross	Less Uncollectable	Total Net
Deerfield	76	75	\$ 2,238	\$ 16,957	\$ 17,703	\$ 36,898	\$ 2,029	\$ 34,869
Churchville	321	338	\$ 9,117	\$ 69,077	\$ 52,885	\$ 131,079	\$ 7,209	\$ 123,869
Stuarts Draft	1018	1020	\$ 27,623	\$ 209,276	\$ 50,980	\$ 287,879	\$ 15,833	\$ 272,045
New Hope-V	32	24	\$ 663	\$ 5,021	\$ 2,271	\$ 7,955	\$ 438	\$ 7,517
Mt. Solon	192	150	\$ 3,903	\$ 29,569	\$ 15,435	\$ 48,907	\$ 2,690	\$ 46,217
ACFR		1607	\$ 30,806	\$ 233,398	\$ 56,856	\$ 321,061	\$ 17,658	\$ 303,402
PLY	1137	1120	\$ 16,558	\$ 125,452	\$ 65,486	\$ 207,496	\$ 11,412	\$ 196,083
Riverheads	544	602	\$ 3,903	\$ 29,569	\$ 15,435	\$ 48,907	\$ 2,690	\$ 46,217
New Hope-C	364	395	\$ 30,806	\$ 233,398	\$ 56,856	\$ 321,061	\$ 17,658	\$ 303,402
Craigsville/Aug Sprgs	362	324	\$ 16,558	\$ 125,452	\$ 65,486	\$ 207,496	\$ 11,412	\$ 196,083
Weyers Cave	478	458	\$ 12,598	\$ 95,443	\$ 132,857	\$ 240,898	\$ 13,249	\$ 227,648
Incl/Dec in Call Volume	4524	4506	\$ 133,393	\$ 1,010,620	\$ 536,851	\$ 1,680,864	\$ 78,600	\$ 1,602,264
		-18						
		0%						

based on 2018 rates

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Contractual Allowances	Uncollectable/Write Offs
43.80% Deerfield	5.50% Deerfield
49.20% Churchville	5.50% Churchville
49.00% Stuarts Draft	5.50% Stuarts Draft
48.00% New Hope	5.50% New Hope
51.00% Mt. Solon	5.50% Mt. Solon
48.20% Average	5.50% Average

Revenue Recovery Volunteer Contributions
For Fiscal Year 2019

Updated contributions to 3/10/17 e-mail amounts

	Total		4.50% Less Admin		Total Net		County Share		Agency Share		Agency Contribution		Total Contingency	
	Net				Net						w/ 2% Base Increase			
32020-														
9001 Deerfield	\$ 34,869	\$ 1,569	\$ 33,300	\$ 21,645	\$ 11,655	\$ 57,036	\$ 45,381							
9002 Churchville	\$ 123,869	\$ 5,574	\$ 118,295	\$ 29,574	\$ 88,722	\$ 69,441	\$ -							
9003 Stuarts Draft	\$ 272,045	\$ 12,242	\$ 259,803	\$ 64,951	\$ 194,852	\$ 90,861	\$ -							
Craigsville/Aug Sprgs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ n/a	\$ n/a							
9005 New Hope	\$ 7,517	\$ 338	\$ 7,179	\$ -	\$ 7,179	\$ -	\$ n/a							
9006 Mt. Solon	\$ 46,217	\$ 2,080	\$ 44,137	\$ 11,034	\$ 33,103	\$ 62,241	\$ 29,138							
PLY	\$ 303,402	\$ 13,653	\$ 289,749	\$ 289,749	\$ -	\$ n/a	\$ n/a							
Riverheads	\$ 196,083	\$ 8,824	\$ 187,260	\$ 187,260	\$ -	\$ n/a	\$ n/a							
Craigsville/Aug Sprgs	\$ 138,840	\$ 6,248	\$ 132,592	\$ 132,592	\$ -	\$ n/a	\$ n/a							
9007 Weyers Cave**	\$ 227,648	\$ 10,244	\$ 217,404	\$ 163,053	\$ 54,351	\$ n/a	\$ n/a							
9008 New Hope-ACFR**	\$ 251,773	\$ 11,330	\$ 240,443	\$ 180,332	\$ 60,111	\$ n/a	\$ n/a							
Total	\$ 1,602,264	\$ 72,102	\$ 1,530,162	\$ 1,080,190	\$ 449,973	\$ 279,579	\$ 74,519							

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Note: Eff 2/16/16 the County will house and provide Medical Rescue services from New Hope. New Hope may still run a call and if it is manned by all volunteers, New Hope will receive all RR funds. Otherwise all transports will fall under the ACFR umbrella and New Hope will receive 25% of revenues as "rent." New Hope contribution calculated at \$62,241 for FY18.

Total County Agency	\$ 952,986
6.25%-EMS/MC through 12/31/15	\$ 1,057,331
4.50%-Intermedix eff 1/1/16	792,028
	<u>\$ 265,303</u>

July 1, 2018 AIM- Brought billing in house

County of Augusta

**SUBJECT: Classification Assignment
by Range** **EFFECTIVE DATE 1-1-2019**

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>CLASS TITLE</u>
10	22,512	34,991	Custodian/Mailroom Assistant Library Aide Office Assistant I
11	23,651	36,765	Lead Custodian Library Station Manager
12	24,850	38,623	Accounting Clerk I ASAP Office Clerk Mailroom Coordinator/Custodian Lead Custodian/Foreman
14	27,428	42,631	Library Assistant I Receptionist/Office Assistant I Office Assistant II Chief Assistant Registrar Sign Technician Caretaker Coordinator
15	28,819	44,790	Library Assistant II/Library Station Mgr. Library Assistant II Tax Collector I
16	30,278	47,058	Grounds Foreman Systems Technician I Tax Examiner I Real Estate Clerk Tax Collector II Office Assistant III
17	31,809	49,439	Tax Examiner II Animal Control Officer I

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>CLASS TITLE</u>
18	33,421	51,942	Administrative Secretary Accounting Clerk II Accounts Receivable/Ambulance Coder Delinquent Tax Collector Permit Specialist Purchasing Assistant Maintenance Worker Grounds & Park Facility Maintenance Worker Systems Network Technician Zoning Technician I EMS Provider/Support Firefighter Public Safety Dispatcher I Animal Control Officer II Case Management Technician - ASAP
19	35,111	54,573	Human Resources Technician Conservation Specialist Public Safety Dispatcher II Circulation Supervisor Tax Examiner III Mapping Technician Land Use Coordinator E & S Inspector I Firefighter/EMT
20	36,888	57,337	Accounting Technician Executive Secretary Legal Assistant Paralegal - CWA Librarian I Teen Services Librarian Zoning Technician II Combination Inspector PC/Network Technician I Senior Programs Coordinator Recreation Programs Coordinator Child Care Coordinator Athletic Programs Coordinator Natural Chimneys Park Coordinator Branch Library Manager Firefighter/ALS

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>CLASS TITLE</u>
21	38,755	60,237	Senior Purchasing Assistant Accounting Specialist GIS Systems Technician Senior Public Safety Dispatcher Zoning Analyst E & S Inspector II Program Coordinator
22	40,718	63,288	Planner I Subdivision Administrator Programmer PC/Network Technician II Librarian II – Youth Services Librarian II – Adult Services Recreation Manager Senior Athletic Programs Coordinator ASAP Case Manager
23	42,778	66,490	Senior Inspector Building Maintenance Supervisor Grounds & Park Facilities Supervisor Real Estate Assessor Business Auditor Executive Assistant Marketing Coordinator Training Specialist Public Safety Dispatcher Supervisor Tax Supervisor
24	44,942	69,856	Fire Lieutenant EMS Supervisor Volunteer Coordinator/Lieutenant Assistant Library Director ASAP Executive Director AS400 Manager PC/Network Analyst Technical Support Manager Accountant

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>CLASS TITLE</u>
25	47,222	73,392	GIS Specialist
26	49,609	77,107	Civil Engineer Chief Deputy Treasurer Operations Manager - ECC MS 4 Program Coordinator/Environmental Programs Manager
27	52,123	81,011	Senior Programmer/Analyst Network/Systems Administrator
28	54,760	85,113	Zoning Administrator EMS Captain Training Division Captain Fire Captain/Shift Supervisor
29	57,498	89,368	Building Official Planner II
30	60,445	93,946	Division Commander Attorney – CWA Assistant County Attorney Director of Facilities Management Real Estate Manager
32	66,639	103,579	County Engineer Library Director Director of ECC Chief Deputy Commissioner of Revenue Assistant to the County Administrator
34	73,643	114,462	Director of Information Services Director of Human Resources Director of Parks & Recreation
35	77,326	120,188	Director of Economic Development Chief of Fire/Rescue Director of Finance Director of Community Development
39	94,047	146,173	Deputy County Administrator



COUNTY OF AUGUSTA

PERSONNEL OFFICE
COUNTY GOVERNMENT CENTER
P.O. BOX 590
VERONA, VA 24482-0590



TO: Timothy K. Fitzgerald, County Administrator
Jennifer Whetzel, Deputy County Administrator
Misty D. Cook, Director of Finance

FROM: Faith H. Duncan, HR Director *fhk*

DATE: February 5, 2019

SUBJECT: Health Insurance Rates for 2019-2020

In preparing budget figures for FY 19-20, the recommendation is to allow \$8,230.00 per person for health insurance. This should allow enough in the budget for health insurance rates in the new budget year.

\$659.00 present rates per employee
 X 5 months (July 2019 – November 2019)
\$3,295.00

\$705.00 rates with 7.0% increase
 X 7 months (December 2019 – June 2020)
\$4,935.00

Combined total is \$8,230.00 for 12 month personnel. We would use \$8,230.00 for budget purposes.

An email from Marsh & McLennan Agency LLC is attached to verify the projected 7.0% increase to the health insurance premium. They are projecting a 4.0% increase with a 3% margin taking the projection to a 7.0% increase. The renewal projection is based on the 2018 calendar year paid claims. It also contains 7.9% combined trend (24 months at an annual 7% medical and 11% Rx trend). The 3% margin is included in order to achieve some surplus in case of any possible claims experience increase.

Cc: Debby Berrington, School Board
Brent Canterbury, ACSA

Augusta County Board of Supervisors

1/1/20 Budget Projection - based on claims paid 1/2018-12/2018

Augusta County, Schools, Valley Vo. Tech, and Service Authority	
2019 Premium (Based on 1/2019 enrollment)	\$24,225,816
Current Subscribers (1/2019)	2,235
Average Annual Members (11/2017 - 10/2018 2 month lag)	42,924
Annual Current Monthly Members (1/2019)	43,104
CLAIMS 1-2018 - 12/2018	
Medical Claims	\$17,799,442
Pharmacy Claims*	\$4,321,001
Rx Claim Adjustment for 2019 ESI Contract Terms**	(\$85,516)
Total Claims	\$22,034,927
SSL Level	\$275,000
Less Full Amount of Claims hitting detrended SSL	(\$3,419,724)
Net Claims	\$18,615,203
Adjustments	
Enrollment Adjustment (membership)	1,004
Trend (7% med, 11% rx, 7.9% combined for 24 months)	1,164
Trended Projected Claims	\$21,758,484
Plus Amounts below SSL removed above	\$1,650,000
Estimated Rx Rebates	(\$1,045,980)
Total Projected Claims	\$22,362,504
FEES	
Administration Fee	\$1,010,232
Specific Stop Loss \$275,000	\$1,689,660
Aggregate Stop Loss 125%	\$100,240
State Premium Tax	\$40,273
Comparative effectiveness research tax (\$0 PMPY)	\$0
Total Fees	\$2,840,404
Total Projected 2020 Costs	\$25,202,908
MMA Calculated Increase to 2019 Premium	4.0%
+3% Margin	7.0%

* Pharmacy claims have been adjusted to include \$1.80 per script fee for MMA RxSolutions.

** 2019 ESI contract adjustment based on numbers utilized in the 1/2019 renewal.

Assumptions: Rx rebate is based on 2019 estimate at -\$39.00 PEPM

Admin increase 3%, SSL increase 25%, ASL increase 15%, no change to Rx rebates & fees

Revised Budget

General Fund Expenditures

Fiscal Year 2018-2019 revised budget totals \$39.2 million in general fund expenditures, excluding transfers. This represents an increase of 1.75% or \$705,358 compared to adopted FY2018-2019 budget. The chart below outlines the major expenditure categories:

Adopted budget	\$	39,558,616
Increases:		
Conservation of escrows		1,017,546
Operations adjustments		(312,188)
Revised Budget	\$	40,263,974

General Government

Conservation of Escrow (Savings) Balances/Additional Use of Escrow Balances – The County holds savings in escrow for expenditures that may severely impact the general fund on an annual basis. A portion of this savings may be used during a given year in order to stabilize the amount of funding needed for the line item in the general fund budget. Adjustments were made to the Middle River Regional Jail line item, Hospitalization Dependent Care line item, and CSA transfer in order to increase or decrease the balance of reserves used in FY19. An increase allows for the FY19 budget to continue to utilize the escrow balances, as they will not be depleted as quickly. A decrease utilizes more funding in FY19.

Operations Adjustments – Operations adjustments include changes in all other expenditure line items. Adjustments to the revised budget are due to increases or decreases in specific line items during the budget year, turnover of personnel, and increases in expenditures related to grant funding received mid-year. These items netted to (\$312,188) in the revised budget.

Board of Supervisors

Mission:

The government of Augusta County exists to provide the citizens of the County with essential services which will address their individual and collective well-being. In partnership with the community of residents, the government of Augusta County pledges civic stewardship that is fiscally accountable, socially responsive, and worthy of the citizens trust.

Department Overview:

The Board of Supervisors includes seven elected officials that represent the people of Augusta County. They are the governing board that makes the decisions that influences our local government and economy.

Augusta County is divided into seven districts. The Supervisor elected is that District's representative. Supervisors are elected on a staggered basis to a four year term. Board of Supervisors meetings occur on the second and fourth Wednesday of each month at 7:00 PM in the Board Room of the Augusta County Government Center.

Strategic Goals and Objectives:

- Serve citizens of Augusta County
- Provide public safety and services
- Provide transportation services
- Provide public school education funding
- Adopt and utilize Comprehensive Plan
- Review and provide input on General Assembly legislation

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$89,013	\$98,015	\$85,247	\$86,811	-11.4%
Operating	55,628	56,600	64,580	56,670	0.1%
Total	\$144,641	\$154,615	\$149,827	\$143,481	-7.2%

***Decrease in personnel due to less enrollees on health insurance. Operating increase related to studies pertaining to small area plan and MS4.

Service and Performance Measures:

Item	CY2017 Actual	CY2018 Actual	CY2019 Proposed
Regular BOS Meetings	24	22	22
BOS Staff Briefings	11	11	11
BOS Work Sessions	2	2	1
Special Meetings (Fire/Rescue, etc.)	2	1	1
Joint Meetings (School & ACSA Board)	1	1	1

Accomplishments:

From Infrastructure (encumbered)

Beverly Manor – 8011

Litter Control Program	\$7,500.00
Lyndhurst Sewer Study	\$7,805.00
Mill Place Walking Trail	\$12,092.00
Total	\$27,397.00

Middle River – 8012

Total	\$0
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North River – 8013

Litter Control Program	\$4,289.00
Mt. Sidney Ruritan	\$3,385.19
Total	\$7,674.19

Pastures – 8014

Craigsville Fire Dept Leak	\$1,263.00
Buffalo Gap High School Band Uniforms	\$2,000.00
Total	\$3,263.00

Riverheads – 8015

Total	\$0
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South River 8016

Lyndhurst Sewer Study	\$7,805.00
Total	\$7,805.00

Wayne – 8017

Litter Control Program	\$7,500.00
Goose Creek Walking Trail	\$9,800.00
608 Turn Lane	\$6,076.00
Total	\$23,376.00

Grand Total	\$69,515.19
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Parks and Recreation Matching Grant (encumbered)

Beverly Manor – 8021

VCA Project	\$1,453.75
Stewart Middle School Ballfield	\$4,816.00

Total \$6,269

Middle River-8022

Cassell Elementary Playground	\$15,000.00
Stewart Middle School Ballfield	\$4,816.00
Weyers Cave Fencity Project	\$3,650.00
Total	\$23,466.00

North River-8023

VCA Project	\$1,453.75
Stewart Middle School Ballfield	\$4,816.00
Total	\$6,269.75

South River – 8026

Total	\$0
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Wayne-8027

Cassell Elementary Playground	\$15,000.00
Total	\$15,000.00

Grand Total	<hr/> \$51,005.50
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Ordinance Amendments

- 18 Zoning Ordinance Amendments to address concerns of the Board of Supervisors, staff recommendations, and changes to the State Code, including the Solar Energy System Ordinance.

Property Committee

- Semi-annual meetings to discuss capital projects and County owned property. Projects are completed by various departments.

Shared Services Committee

- Semi-annual meetings to discuss shared services between County, Service Authority and Schools

Road Projects

- Rt. 636 Shared Use Path
- Rt. 608 Road and Shared Use Path
- Centerview Drive

Economic Development

- Developed Mill Place Commerce Park marketing project-specific video
- Developed an Agritourism “How-To Guide” piece to help new and existing agritourism operators navigate requirements for business as well as events
- Launched a complete redesign of tourism website, visitaugustacounty.com
- Created a media profile sheet which showcases Augusta County’s key tourism attractions and can also be used as a fulfillment piece for visitor requests.
- Launched the Shenandoah Beerwerks Trail passport program in December 2017. Within one year, the program has seen 16,166 brewery visits with 2,684 completed passports. Primary survey data indicates that the passport program has encouraged visitors to extend their stay to four days or longer, visit more attractions, and spend more money in our area.
- 43 existing business visits conducted
- Awarded \$2,500 in Augusta County’s tourism grant program (3rd year)
- Assisted in coordinating Sumitomo Drive Technologies’ ribbon cutting event with federal, state, and local elected officials.
- Participated in the Shenandoah Valley Partnership’s site location consultant initiative
 - Hosted individual site selectors
 - Marketing Coordinator served on the Shenandoah Valley Partnership’s subcommittee for the 2018 Familiarization Tour for Site Location Consultants
 - Hosted and sponsored a one-day site selector familiarization tour for 8 Atlanta-based site selectors
 - Participated on new Communication Strategy Sub-Committee
- Led development of Farm2Fork Affair event planning guidebook and led Advisory Committee in development of first-ever Shenandoah Valley-wide event for regional farms/producers to market products to statewide consumers through partnerships with various stakeholder groups. The program received an AFID planning grant in the amount of \$11,885.
- Augusta County, in partnership with Staunton and Waynesboro, was awarded a \$40,000 Building Collaborative Communities grant from DHCD. With the required match, the entire \$50,000 project mapped CTE assets, gathered data from CTE contacts and businesses, and funded a 10-year strategic plan for career and technical education in the Staunton-Augusta-Waynesboro area. A Business Resources rack card was also developed and printed.
- Organized site characterization project in partnership with Shenandoah Valley localities and Draper Aden Associates to characterize 21 sites in the Valley. Augusta County sites included:
 - Martin
 - Argenbright
 - MEG
 - Greenville Property
 - Wilson Commerce Park
- Completion of the construction of sections 1 and 2 of Centerview Drive
- Completion of the initial trail loop of the Trails at Mill Place
- Completion of InterChange’s new 107,000 square foot facility in Mill Place Commerce Park (new home to Sumitomo Drive Technologies)

Other

- Headwaters Conservation District Dam Projects –Hearthstone Construction Award

Location: Augusta County Government Center
County Administrator's Office
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5610

Fax: (540) 245-5621

E-mail: coadmin@co.augusta.va.us

**11010-BOARD SUPERVISORS
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
			FY 18-19	FY 18-19	FY 19-20	Recommends	
	18-19 Revised	FY19-20	\$ 27,600	\$ 25,830	\$ 26,670	\$ 26,670	
							Request to Recommends
							-

3120 CONTRACTUAL - STATE ASSEMBLY

Represents contract with Legislative Liaison.
 Pay Driftwoods Consulting, LLC \$28,400.
 Highland County pays Augusta County \$2,400
 Oct 1, 2018-Sep 30, 2019 contract period (Included 3% increase Oct 1, 2019)

3125 CENSUS, SURVEYS, REPORTS

Represents Board-initiated reports &							
Miscellaneous expenses (Governance, etc)	\$ 4,350	\$ 4,100					
GFOA Certification	\$ 1,725	\$ 1,725					
OPEB Actuary	\$ 8,166	\$ 9,500					
Small Area Plan	\$ 6,000	\$ 3,100					
VEGPA membership	\$ 1,010	\$ 1,010					
Total	\$ 21,251	\$ 19,435	\$ 11,000	\$ 21,250	\$ 19,400	\$ 14,000	\$ 5,400 general cut

5501 - TRAVEL EXPENSES

VACO Conference	\$ 3,500	\$ 3,500					
NACO Annual Conference	\$ -	\$ -					
NACO Legislative Conference (D.C.)	\$ -	\$ -					
VACO Chairman's Conference (Richmond)	\$ -	\$ -					
VACO Legislative Day (Richmond)	\$ 500	\$ 500					
Board & Commissions Annual Banquet (Attendance - 150)	\$ 2,500	\$ 2,500					
Individual Travel (bd mtgs., other mtgs., etc)	\$ 10,000	\$ 10,000					
Legislative Breakfast, Augusta County	\$ 50	\$ 100					
Miscellaneous - Dinners, travel	\$ 500	\$ 1,500					
Total	\$ 17,050	\$ 18,100	\$ 17,500	\$ 17,000	\$ 18,100	\$ 15,500	\$ 2,600 general cut

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**11010-BOARD OF SUPERVISORS
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY 18-19	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 500	\$ 500	\$ 500	\$ 500	\$ -

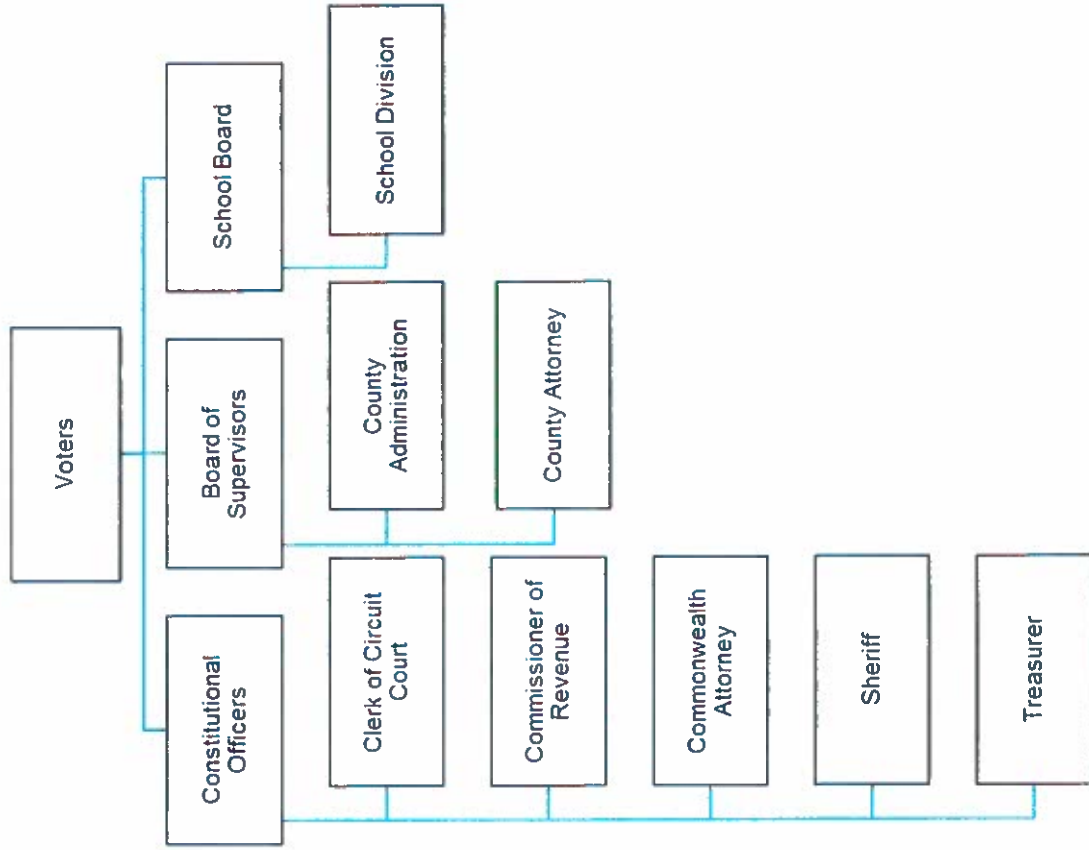
5502 - STATE ASSEMBLY EXPENSE

General Expenses related to Legislative Liaison to include mileage, professional filings, and reimbursement for meetings outside of Richmond.

Department Total:	\$ 56,600	\$ 64,580	\$ 64,670	\$ 56,670	\$ 8,000
Payroll Total:	\$ 98,015	\$ 85,247	\$ 86,811	\$ 86,811	\$ -
Grand Total:	\$ 154,615	\$ 149,827	\$ 151,481	\$ 143,481	\$ 8,000

County of Augusta, Virginia

Organizational Chart



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Original Hosp (2300) \$8,230	m/b lower GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
11010 BOS-Carter		10,392.00	794.99	n/a	-	n/a	n/a	n/a
11010 BOS-Coleman		10,392.00	794.99	n/a	-	n/a	n/a	n/a
11010 BOS-Bragg		10,392.00	794.99	n/a	-	n/a	n/a	n/a
11010 BOS-Garber		10,392.00	794.99	n/a	8,230.00	n/a	n/a	n/a
11010 BOS-Wells		10,392.00	794.99	n/a	-	n/a	n/a	n/a
11010 BOS-Shull		10,392.00	794.99	n/a	8,230.00	n/a	n/a	n/a
11010 BOS-Pattie	eff 1/1/16	-	-	n/a	-	n/a	n/a	n/a
11010 Chairman Supplement		1,800.00	137.70	n/a	n/a	n/a	n/a	n/a
11010 Vice Chairman Supplement		1,200.00	91.80	n/a	n/a	n/a	n/a	n/a
Total 11010-1600		65,352.00	4,999.43	-	16,460.00	-	-	-

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County Administration

Mission:

To serve citizens of Augusta County, assist the Board of Supervisors and oversee day to day operations of County facilities and Departments.

Department Overview:

The Augusta County Administrator is the Chief Administrative Officer of the County government, and is appointed by and accountable to the Board of Supervisors (BOS). The County Administrator is responsible for implementing the policies and programs of the Board, and for coordinating and directing the daily operations of County government.

The County's Administration Department consists of the County Administrator, Executive Assistant, Assistant to the County Administrator, Deputy County Administrator and the Government Center Receptionist.

Strategic Goals and Objectives:

- Complete BOS agendas and minutes
- Assist BOS with Boards and Commissions
- Actively participate in various Boards and Commissions
- Maintain professional and civic involvement
- Manage miscellaneous infrastructure and CIP-related projects
- Manage legislative activities
- Manage new construction and renovation projects
- Prepare budget for Board of Supervisor's consideration
- Special projects as assigned by BOS

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$616,548	\$627,374	\$631,868	\$720,318	14.8%
Operating	115,804	115,700	122,645	124,000	7.2%
Total	\$732,352	\$743,074	\$754,513	\$844,318	13.6%

Service and Performance Measures:

Item	CY2016 Actual	CY2017 Actual	CY2018 Actual	CY2019 Planned
Regular BOS Meetings	24	22	22	23
BOS Staff Briefings	11	11	11	11
BOS Work Sessions	2	2	1	2
Special Meetings (Fire/Rescue, etc.)	2	1	1	3
Joint Meetings (School & ACSA Board)	2	0	1	2
Events (Spring Clean-up, etc.)	2	2	2	2

Accomplishments:

The County Administrator and his staff are members of various Boards and Commissions:

- Juvenile Detention Home Board
- Regional ASAP Board
- Shared Services Committee (ACSA, ACPS, County)
- Property Committee
- Governance
- Landfill Committee
- Middle River Regional Jail Authority
- Middle River WWTP Committee
- Emergency Services, Co-Director
- Shenandoah Valley Social Services Board
- Shenandoah Valley Animal Service Center Board of Directors
- BRITE Transit Advisory Committee
- Community Policy and Management Team (CPMT)

Professional and Civic Involvement (Timmy Fitzgerald/Jennifer Whetzel/Candy Hensley/Angie Michael):

- Staunton Rotary
- Virginia Local Government Manager's Association
- Virginia Municipal Clerks Association
- ICMA
- Virginia Government Finance Officers Association
- Government Finance Officers Association

The County Administrator's Office also coordinates the following special activities:

- Boards and Commissions recognition dinner
- Boards and Commissions brochure/resumes/recruitment process
- Legislative activities
- Farmers' Market
- Miscellaneous CIP-related projects
- Special projects as assigned

Projects Completed:

- Broadband – State Grant project-Arbor Hill tower, committee formed
- Building and Grounds consolidation-plan implementation
- Courthouse roof replacement
- Courthouse cupola painting and minor repairs
- Security improvements in Board meeting room

Planned Projects:

- Scholastic Way, Phase 4
- Fire/Rescue Strategic Plan
- Five Year Financial Plan
- Building and Grounds capital plan
- Consolidated garage
- Hearthstone Dam construction
- New courthouse complex

Contact Information:

Timothy Fitzgerald, County Administrator
Jennifer Whetzel, Deputy County Administrator
Candy Hensley, Assistant to the County Administrator
Angie Michael, Executive Assistant
Joyce Hoover, Government Center Receptionist

Location: Augusta County Government Center
County Administrator's Office
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5610

Fax: (540) 245-5621

E-mail: coadmin@co.augusta.va.us

**12010 - COUNTY ADMINISTRATOR
BUDGET REQUEST**

	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	<u>18-19 Revised</u>	<u>FY 18-19</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>Recommends</u>	<u>Request to</u>
						<u>Recommends</u>
<u>3121 - AUDITING CONTRACTUAL</u>		\$ 56,700	\$ 56,700	\$ 58,700	\$ 58,700	-
PBMares, LLC						
1 year contract w/ option for 2, one year renewals						
Fiscal year 2019 audit		\$ 58,700				
Fiscal year 2020 audit		\$ 60,170				
Fiscal year 2021 audit		\$ 61,670				
<u>3124 - COST ALLOCATION PLAN</u>		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	-
Annual cost to provide plan to ascertain overhead for Social Services and Jail.						
3 year contract with RFC						
<u>3600 - ADVERTISING</u>		\$ 7,500	\$ 8,500	\$ 11,800	\$ 9,000	2,800
Advertising for Board of Supervisors meetings, RFPs, construction, budget, ordinances, etc.						general cut
Increase due to expected Courthouse procurement ads.						
<u>5201 - POSTAGE SERVICES</u>		\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	-
Amount includes postage/UPS						

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
						FY 19-20	Recommends

5203 - TELEPHONE SERVICES

Phones include County Administrator's office, Board Room, and Executive Conference Room and switchboard

Carolina Digital (\$197/month)	\$ 2,364	2,364					
Verizon (\$55/month)	\$ 660	660					
Switchboard (\$25/month)	\$ 300	300					
County Admin. (\$85/month)	\$ 1,020	1,020					
Cost per year:	\$ 4,344	4,344	\$ 4,300	\$ 4,300	\$ 4,300	\$ 4,300	\$ -

5305 - MOTOR VEHICLE INSURANCE

2014 Ford Explorer #25 (Silver)
2014 Ford Explorer #26 (Blue)

	\$ -		\$ 1,200	\$ 2,170	\$ 1,200	\$ 1,200	\$ -
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5307 - LIABILITY INSURANCE - PUBLIC OFFICIAL

Board & County Administrator
Division of Risk Management

	\$ -		\$ 3,700	\$ 3,700	\$ 3,700	\$ 3,700	\$ -
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5501 - TRAVEL EXPENSES

Rotary	\$ 750	750					
VACO Conference, Hot Spring (1)	\$ 300	300					
NACO Legislative Conference, D.C.	\$ -	-					
VACO Legislative Conference, Richmond (1)	\$ 175	175					
VLGMA Summer	\$ 900	900					
VLGMA Winter (2 staff)	\$ 750	750					
Clerk's Continued Education	\$ 350	965					
ICMA/NACO Annual Conference	\$ 2,000	2,000					
VLMGA DOA Professional Development Opp. (2 staff)	\$ 300	300					
EPR Software Class	\$ 522	400					
	\$ 6,047	6,540	\$ 5,500	\$ 6,000	\$ 6,500	\$ 6,000	\$ 500 general

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Account also reflects funding for legislative trips to Richmond, monthly manager meetings, Employee of the Year lunch, staff development, etc.

5801 - DUJES AND SUBSCRIPTIONS

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
VACO (73,791 x .22 = \$16,234)	\$ 16,240 \$	\$ 20,600 \$	\$ 21,145 \$	\$ 20,750 \$	\$ 20,600 \$	\$ 150
NACO	\$ 1,475 \$					general cut
Rotary (\$60 x 4 = \$240)	\$ 240 \$					
VLGMA (2 staff)	\$ 700 \$					
ICMA	\$ 1,450 \$					
Va. Review	\$ 20 \$					
Daily News Leader	\$ 235 \$					
News Virginian	\$ 160 \$					
Local Clerk's Association	\$ 30 \$					
State Clerk's Association	\$ 45 \$					
IIMC	\$ 200 \$					
Reference Material	\$ 300 \$					
VGFOA	\$ 50 \$					
	\$ 21,145 \$	\$ 8,500 \$	\$ 8,500 \$	\$ 9,000 \$	\$ 8,500 \$	\$ 500
						general cut

6001 - OFFICE SUPPLIES

General office supplies of Board of Supervisors, County administrator, Clerk, etc. to include stationary, writing supplies, printing forms, etc. Account also covers mail machine supplies, facsimile supplies, copier charges, directories, etc.

6008 - MOTOR VEHICLE FUEL

Reflects gasoline for two vehicles. Ford Explorer (Blue) and (Silver) used as pool vehicles for county agencies.

Mileage as follows:	2/15/19
2014 Ford Explorer #25 (Silver)	94493
2014 Ford Explorer #26 (Blue)	94176

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Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend

6009 - MOTOR VEHICLES MAINTENANCE & SERVICE

General maintenance to include oil changes, tires - Silver, repairs, etc.

\$	900	\$	2,830	\$	1,700	\$	-
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8002 - FURNITURE AND FIXTURES

Position request:

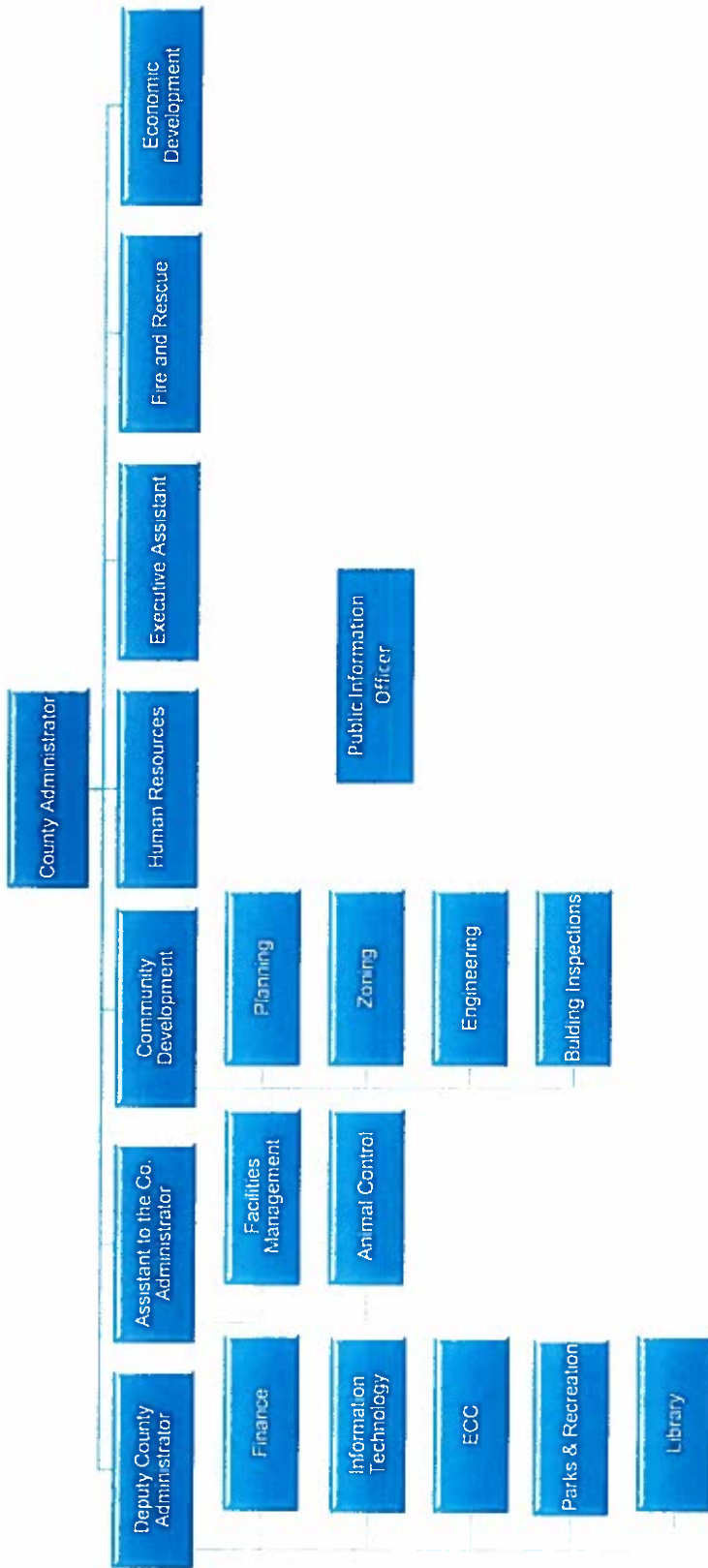
Computer	\$	1,500
Software	\$	500
Furniture	\$	1,500
Computer-laptop, new request for County Admin.	\$	2,000
Computer-New Position	\$	3,500
South Board Room tables (13 @ 100 each)	\$	1,300
	\$2,000	\$8,300

\$	-	\$	2,000	\$	8,300	\$	3,500	\$	4,800
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general

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Department Total:	\$	115,700	\$	122,645	\$	132,750	\$	124,000	\$	8,750
Payroll Total:	\$	627,374	\$	631,868	\$	720,318	\$	720,318	\$	-
Grand Total:	\$	743,074	\$	754,513	\$	853,068	\$	844,318	\$	8,750



Original Budget
Budget Year 2019 -2020

	Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	# by 1/31/19		m/b lower 1.31% FY18 GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr	
						Original Hosp (2300) \$8,230	Hosp (2300) \$8,230				
12010	Fitzgerald, Timothy		151,497.00	11,589.52	14,286.17	8,230.00	1,984.61				
12010	Taxable Fringe Benefits *		25,700.00	1,966.05	2,423.51		336.67				
12010	Wheatzel, Jennifer	39	120,715.00	9,234.70	11,383.42	8,230.00	1,581.37				
	Taxable Fringe Benefits **		8,000.00	612.00	754.40		104.80				
12010	Hoover, Joyce W.	14	44,381.00	3,395.15	4,185.13	8,230.00	581.39				
12010	Michael, Angela	23	43,750.00	3,346.88	4,125.63	8,230.00	573.13				
12010	Hensley, Candy	32	84,115.00	6,434.80	7,932.04	8,230.00	1,101.91				
12010	Taxable Fringe Benefits **		8,000.00	612.00	754.40		104.80				
12010	Upgrade	34									
12010	Miller, Randy	\$16.43	17,087.20	1,307.17							
12010	Total 12010		503,245.20	38,498.26	45,844.70	41,150.00	6,368.67			440.62	
	*Taxable Fringe Benefits include ICMA Retirement, Health Insurance, Vehicle Allowance.										
	**Taxable Fringe Benefit include ICMA Retirement										
NEW	Communications Manager	29	57,498.00	4,398.60	5,422.06	8,230.00	753.22		339.24	55.44	
12010	Total (Including new position)		560,743.20	42,896.85	51,266.76	49,380.00	7,121.89		339.24	496.06	
12010	Part Time (1300)		7,500.00	573.75							
				43,470.60							

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Human Resources

Mission:

The Human Resources Office will provide quality services for the General Government, Department of Social Services, and Middle River Regional Jail in achieving strategic goals; recruiting, selecting, and retaining quality employees; administer a comprehensive Human Resources program that is consistent with federal, state and local laws/regulations which meets the needs of the divisions and the citizens of Augusta County.

Department Overview:

The Augusta County Human Resources Office serves general government, social services, regional jail, and the constitutional employees. Serving approximately 800 full and part-time personnel, the function of the Human Resources Office is to manage benefits and payroll, recruitment/retention, employee orientation and exit interviews, employee/supervisory training, worker’s compensation and the tuition assistance program. Benefits include VRS (Plan 1, 2 and Hybrid) Retirement, Group Life Insurance, Annual and sick leave, PTO leave, Short Term and Long Term Disability, Deferred Compensation, EAP Program, Flex Benefit Plan, Health Savings Account, Health Insurance, Dental Insurance, Cancer and Accident Insurance, Credit Union, and Direct Deposit. All quarterly and annual tax reporting is handled through this office. The annual evaluation program and regular and disability retirement is also managed from the Human Resources Office.

Strategic Goals and Objectives:

- Continue to use Health and Wellness dollars to provide for the well-being of employees.
- Offer employee/supervisory training through EAP Program and in-house training to save on training budget.
- Update the County’s Policy and Procedures Manual and Employee Handbook.
- Work closely with Department Heads on personnel needs.
- Work closely with the DSS Director/Jail Superintendent on HR issues.
- Work with the SAW Consortium on the self-funding insurance.
- Stay current with the latest regulations and compliance requirements of the federal and state government.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$240,042	\$246,235	\$247,324	\$252,654	2.6%
Operating	22,006	28,889	29,899	28,889	0%
Total	\$262,048	\$275,124	\$277,223	\$281,553	2.3%

Service and Performance Measures:

	FY2017-2018 Actual	FY2018-2019 Planned	FY2019-2020 Expected
New Recruits	224	193	100
% of Turnover	27%	24%	12%
Employee Training Offered	4	6	6
# of Direct Deposits	768	780	800
% of Employees on Direct Deposit	93%	96%	99%

Notes: The Service and Performance Measures include employees of Augusta County, Shenandoah Valley Social Services, and Middle River Regional Jail.

Accomplishments:

- Policy and Procedures Manual is accessible online for employees.
- Continue to purchase wellness equipment with the Wellness Dollars offered through Aetna.
- Work closely with Department Heads/Constitutional Officers during transition periods.
- Work closely with the DSS Director/Jail Superintendent on personnel issues.
- Recruitment and hiring of new Fire Chief.

Contact Information:

Faith Duncan, Human Resources Director
Amber May, Human Resources Technician-Benefits
Daniela Sprouse, Human Resources Technician - Payroll

Location: Augusta County Government Center
Human Resources Department
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5617
Fax: (540) 245-5175

E-mail: jobs@co.augusta.va.us

**12030 - HUMAN RESOURCES
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ -	\$ -	\$ -	\$ -	\$ -
<u>3102 - HEALTH & WELLNESS PROGRAM</u>						
Employee Picnic-provided by First Bank						
Flu Shots-covered through health insurance						
Health Club Memberships-benefit no longer provided						
EAP Program-funded through Coventry wellness dollars						
Fitness equipment-funded through Coventry wellness dollars						
<u>3600 - ADVERTISING</u>						
Advertising for vacant positions. We also						
place vacant positions on the web page.						
		\$ 1,500	\$ 2,500	\$ 1,500	\$ 1,500	\$ -
<u>5201 - POSTAGE</u>						
Postage costs associated with payroll,						
FICA, employment, etc.						
		\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ -
<u>5203 - TELEPHONE SERVICES</u>						
Costs of line per month, long distance,						
switchboard						
		\$ 600	\$ 600	\$ 600	\$ 600	\$ -

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12030 - HUMAN RESOURCES BUDGET REQUEST

	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u> <u>Recommendations</u>	<u>Difference</u>
<u>5501 - TRAVEL</u>			\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	Request to Recommendations
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	
							1,000 \$
							1,000 \$
							1,000 \$
							1,000 \$
							1,000 \$
							1,000 \$
<u>5504 - IN-SERVICE TRAINING & EDUCATION</u>			\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$
Tuition Program	\$ 6,700						
Training (in-house, wellness provided)	\$ -						
SEI/LEAD	\$ 10,800						
-leadership training							
VA Institute of Government	\$ 2,500						
	\$ 20,000						
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 689	\$ 699	\$ 699	\$ 699	\$
VA Institute Comp. System	\$ 450						
SHRM National Membership	\$ 209						
SHRM Local Membership	\$ 40						
	\$ 699						

**12030 - HUMAN RESOURCES
BUDGET REQUEST**

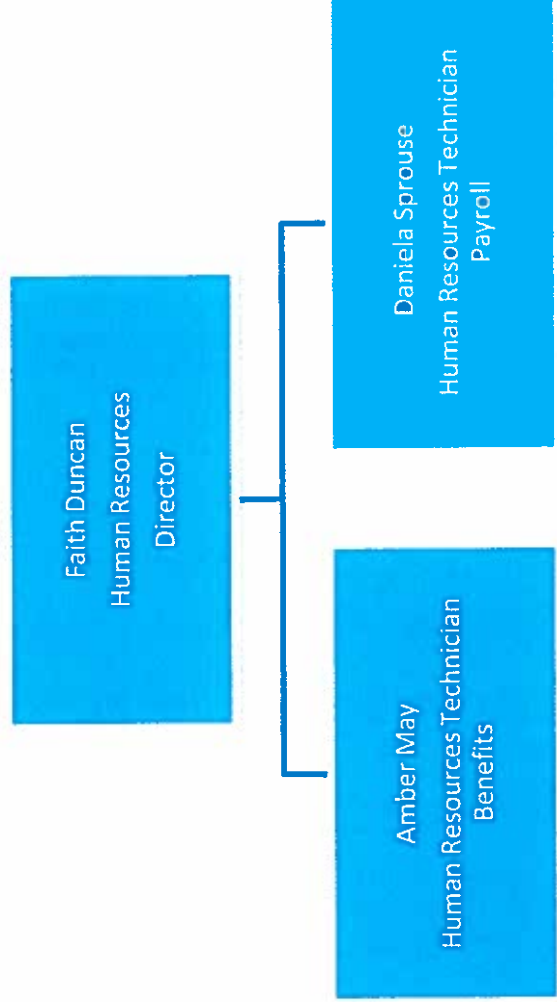
Detail	Detail	Original	Revised	Request	Co. Admin. Recommends	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
		\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -

6001 - OFFICE SUPPLIES

Office costs, printer ink, gift certificates, and plaques.
Also reflects fee for Criminal Background Checks.

Department Total:	\$ 28,889	\$ 29,899	\$ 28,899	\$ 28,899	\$ 28,899	\$ -
Payroll Total:	\$ 246,235	\$ 247,324	\$ 252,654	\$ 252,654	\$ 252,654	\$ -
Grand Total:	\$ 275,124	\$ 277,223	\$ 281,553	\$ 281,553	\$ 281,553	\$ -

Human Resources Organizational Chart



Original Budget
Budget Year 2019 -2020

	<u>Employee Name</u>	<u>Position Grade</u>	<u>Total Salary</u>	<u>FICA (2100) 7.65%</u>	<u>VRS (2210) 9.43%</u>	<u>Original Hosp (2300) \$8,230</u>	<u>m/b lower 1.31% FY18 GL (2400) 1.31%</u>	<u>Disability 0.59%</u>	<u>WC (2700) 10% Incr</u>
12030	Duncan, Serevelia	34	99,032.00	7,575.95	9,338.72	8,230.00	1,297.32		
12030	Taxable Fringe Benefits **		8,000.00	612.00	754.40		104.80		
12030	May, Amber	19	49,758.00	3,806.49	4,692.18	8,230.00	651.83		
12030	Sprouse, Daniela	19	35,443.00	2,711.39	3,342.27	8,230.00	464.30	209.11	
12030	Total 12030		192,233.00	14,705.82	18,127.57	24,690.00	2,518.25	209.11	170.38

**Taxable Fringe Benefit include ICMA Retirement

County Attorney

Mission:

The County Attorney's Office provides legal counsel to the Board of Supervisors and to all County Departments (except for the Department of Social Services), as well as County Constitutional Officers.

Department Overview:

A brief summary of the many services this office provides include:

- Board of Supervisors: Provide legal counsel to the Board as a whole and provide legal counsel to individual Board members on matters unique to their districts.
- Commissioner of Revenue: Provide legal advice, research and approve refunds.
- County Administration: Work with County Administration/staff on a myriad of legal issues affecting the County Board of Supervisors and departments.
- Review FOIA request replies.
- County Code and Ordinances: Attend Ordinance Committee meetings. Review ordinances and ads and work with County Administrator's Office on proper advertising of same. Prepare updates to the County Code and provide copies to all holders of the Code. Update website as changes are made to the Code.
- Economic Development: Review contracts, agreements, and deeds.
- Finance Department: Advise the Finance Department as to claims to be filed with the County's insurance companies, review procurement contracts and policies.
- Fire & Rescue: Review and provide legal advice on FOIA requests, MOUs, agreements, documents, and give advice on personnel issues.
- Lawsuits: Draft and file pleadings, properly research each case, schedule court hearings, prepare witnesses and defend in Court.
- Library Board: Review and provide legal advice to the Board on proposed policy changes and procurement documents.
- Parks and Recreation: Review and approve agreements, easements, and forms.
- Personnel: Meet with personnel director and with affected department heads on any personnel issues.
- Sheriff's Department: Meet with various personnel and prepare court filings for unclaimed bodies in Augusta County.
- Subdivision, Planning & Engineering: Review and approve subdivision documents. Give advice to Subdivision Agent and County Engineer. Work with County Engineer and VDOT on land acquisitions for right of way, stormwater matters and erosion matters.
- Treasurer: Lend support and advice to the Treasurer and his staff.
- Zoning: Provide legal advice to the Board of Zoning appeals and attend all of its meetings. Work with Zoning Administrator on any zoning issues or violations.

Strategic Goals and Objectives:

- Provide timely, well researched legal services to the Board of Supervisors.
- Assist the Ordinance Committee in updating the Augusta County Code.
- Assist and provide legal advice to Community Development.
- Assist and provide legal advice to the Board of Zoning Appeals.
- Assist Personnel with any needed updates of the employee handbook.
- Monitor legislation passed by the Virginia Legislature and recommend amendments to the County Code, if needed, based on any new legislation.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$232,581	\$234,355	\$265,753	\$351,313	49.9%
Operating	391,702	110,750	135,850	113,785	2.7%
Total	\$624,283	\$345,105	\$401,603	\$465,098	34.8%

**Increase in personnel due to the addition of another attorney.

Service and Performance Measures (per list of accomplishments):

Item	2018-2019
Court cases	13
Deeds and Easements	21
Legal Opinions	195
Ordinance Updates	26
FOIA Review	13

Accomplishments:

- Together with outside counsel, continued the defense of McKee Foods Corporation v. County of Augusta, Virginia.
- Together with outside counsel, continued the defense of Hershey Chocolate of Virginia, Inc. v. County of Augusta.
- Prosecuted eight zoning violation cases.
- Continued to assist the Commissioner of Revenue's Office obtain documents and records needed to determine the proper assessment for business license taxes.
- Assisted with the preparation of several invitations to bid and requests for proposals issued by County for various goods and services.
- Drafted various proposed ordinances.
- Prepared and distributed updates for County Code.
- Assisted departments drafting responses to requests under the Virginia Freedom of Information Act.
- Reviewed several documents for the Emergency Services Department.
- Assisted Personnel Director on personnel issues.

Accomplishments:

This office received and completed 195 Legal requests which include:

- Assisted Community Development with filing property liens.
- Assisted departments with their responses to FOIA requests.
- Assisted Economic Development with contracts, deeds, and agreements.
- Assisted Emergency Services with agreements, leases, FOIA requests, and MOUs.
- Assisted Personnel Director on personnel issues.
- Attended all BZA meetings.
- Reviewed ordinance amendments and participated in Ordinance Committee meetings.

From January 1, 2018 until December 31, 2018, the County Attorney's Office received and completed 195 legal opinion requests. Many of these requests required additional follow-up legal research and reviews.

Contact Information:

James R. Benkahla, County Attorney
Carol Satterwhite, Legal Administrative Assistant

Location: Augusta County Government Center
County Attorney's Office
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5017

Fax: (540) 245-5096

E-mail: ctyatty@co.augusta.va.us

**12040 - COUNTY ATTORNEY
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ 100,000	\$ 120,000.00	\$ 120,000.00	\$ 100,000	\$ 20,000 general
<u>3120 CONTRACT SERVICES</u>						
Fees and expenses to retain outside counsel when a matter requires expertise in a specialized area of law or when a conflict of interest precludes representation by the County Attorney of one of its boards.						
There are currently two cases with outside counsel representation pending before the Circuit Court. Thus, the increase requested for this line item.						
<u>5201 - POSTAGE SERVICES</u>						
Cost of postage and overnight deliveries.						
		\$ 500	\$ 500	\$ 500	\$ 300	\$ 200 general
<u>5203 - TELEPHONE SERVICES</u>						
Cost of lines serving office (five lines, including one fax line) and long distance service.						
Cost of lines - \$66.25 per month	\$0					
Repairs	\$0					
Annual assessment for office's share of County switchboard	\$0					
	\$0	\$ 800	\$ 800	\$ 970	\$ 970	\$ -

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
						FY 19-20	Recommends

5501 - TRAVEL EXPENSES/EDUCATION

LGA Fall Conference	\$0	\$1,302	\$2,500	\$2,500	\$4,000	\$3,500	\$500
LGA Spring Conference	\$0	\$1,654					
LGA Regional Conference	\$0	\$512					
LPGA Conference	\$0	\$420					
	\$0	\$3,888					

5801 - DUES AND SUBSCRIPTIONS

Virginia State Bar	\$0	\$570	\$1,300	\$1,300	\$2,115	\$2,115	\$-
Staunton-Augusta-Waynesboro Bar Association	\$0	\$150					
Local Government Attorneys Assn	\$0	\$1,300					
Local Government Paralegal Assn	\$0	\$35					
Miscellaneous	\$0	\$60					
	\$0	\$2,115					

6001 - OFFICE SUPPLIES

	\$	\$	\$1,650	\$1,650	\$2,000	\$2,000	\$-
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General office supplies including stationary, pens, pencils, mailing and facsimile supplies, and copying costs (including supplements to the County Code).

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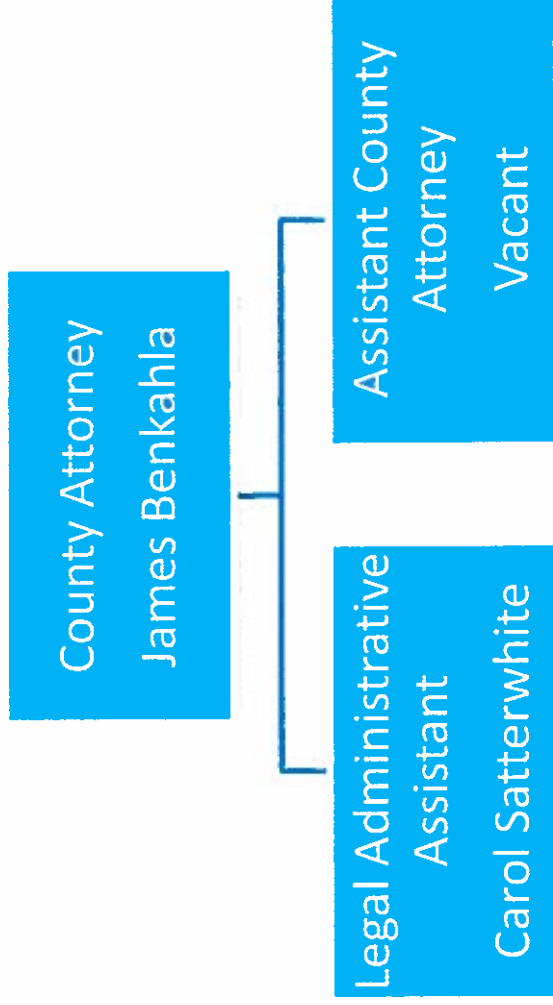
Detail		Original	Revised	Request	Co. Admin	Difference
Detail		FY 18-19	FY 18-19	FY 19-20	Recommends	
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
		\$ 4,000	7,600	7,500	3,900	3,600
						law books to revised
Library Updates	\$0					
Code of Virginia (supplements/replacements)	\$0					
Handbook of Virginia Local Gov't Law	\$360					
Virginia Civil Procedure	\$100					
Miscellaneous	\$350					
	\$7,500					

Department Total:	\$ 110,750	\$ 135,850	\$ 139,085	\$ 113,785	\$ 25,300
Payroll Total:	\$ 234,355	\$ 265,753	\$ 351,313	\$ 351,313	\$ -
Grand Total:	\$ 345,105	\$ 401,603	\$ 490,398	\$ 465,098	\$ 25,300

8001 - FURNITURE & FIXTURES

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County Attorney Organizational Chart



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr	
12040 Benkahl, James		144,668.00	11,067.10	13,642.19	8,230.00	1,895.15			
Taxable Fringe Benefit **		1,000.00	76.50	94.30		13.10			
12040 Satterwhite, Carol A.	20	44,582.00	3,410.52	4,204.08	8,230.00	584.02			
12040 Total 12040		190,250.00	14,554.13	17,940.58	16,460.00	2,492.28		169.65	
**Taxable Fringe Benefit include ICMA Retirement									
12040 New Attorney		60,445.00	4,624.04	5,699.96	8,230.00	791.83	356.63	58.28	
Additional amount approved by BOS		24,555.00	1,878.46	2,315.54		321.67	144.87	23,677,4043	
12040 Total 12040		85,000.00	6,502.50	8,015.50	8,230.00	1,113.50	501.50	81.96	
Total Requested		275,250.00	21,056.63	25,956.08	24,690.00	3,605.78	501.50	251.62	

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Commissioner of the Revenue

Department Overview:

The Commissioner of the Revenue Office is responsible for the assessment of taxes on Personal Property, Real Estate, Consumer Utilities, Business License, Machinery & Tools, Meals and Lodging. In addition, they are responsible for the processing of all State Income Tax Returns and Estimated Taxes filed by county residents. The tax relief for the elderly and disabled program and the real estate exemption for disabled veterans program are also administered by the department.

The Commissioner of the Revenue is directly accountable to the public and recognizes the vital importance of individual customer service in carrying out all prescribed duties in a professional and responsible manner.

Strategic Goals and Objectives:

- Train & Mentor Tax staff in each area of tax responsibility
- Mentor New Real Estate Manager
- Continue to work with County Administration and County Attorney and Counsel to respond to appeals of real estate general reassessed values
- Manage Board of Equalization scheduling and minutes

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$743,775	\$798,895	\$792,935	\$846,453	6%
Operating	94,641	98,015	107,852	108,230	10.4%
Total	\$838,416	\$896,910	\$900,787	\$954,683	6.4%

***Personnel increases are attributable to cost of living and merit raise increases, as well as, increases in health insurance.

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Service and Performance Measures:

Item	2018 Actual	Item	2018 Actual
Business Licenses issued	5,137	Land Use applications processed	6,031
Vehicles assessed	107,535	Land Use parcels rolled back	101
New vehicles added	25,218	Real Estate parcels assessed	41,132
Old vehicles removed	20,055	Mapping changes worked	153
Returns processed through mail	2,981	Parcel transfers	2,751
State tax returns prepared	250	Assessment due to new construction	1,344
State estimated taxes filed	668		
Tax relief applications processed	915		
Veterans applications approved	157		

Accomplishments:

	2017	2018
Real Estate Assessed Tax	\$39,661,529	\$ 43,532,074
Personal Property Assessed Tax	\$16,495,565	\$ 17,202,095
Machinery & Tool Assessed Tax	\$ 4,203,284	\$ 4,325,257
Mobile Home Assessed Tax	\$ 202,628	\$ 232,092
Bank Franchise Tax	\$ 305,575	\$ 323,683
Business License Tax	\$ 3,596,772	\$ 4,111,683
Meals Tax	\$ 2,548,410	\$ 2,545,423
Lodging Tax	\$ 669,648	\$ 642,536
Utility License Tax	\$ 115,530	\$ 227,837
Utility Tax	\$ 2,047,838	\$ 2,097,483
Land Use Revalidation Fees	\$ 32,980	\$ 45,147
Land Use Rollback Tax	\$ 110,217	\$ 191,570
Mobile Home Titling Tax	\$ 114,513	\$ 125,412
Public Service	\$ 2,586,229	\$ 2,870,864
Audit Results	\$ 388,027	\$ 587,641
Revenue Generated	<u>\$ 73,08,745</u>	<u>\$ 79,060,797</u>

Contact Information:

Jean Shrewsbury, Commissioner of the Revenue

Location: Augusta County Government Center
 Commissioner of Revenue Department
 18 Government Center Lane
 P.O. Box 590
 Verona, VA 24482

Phone: (540) 245-5640
 (540) 245-5647 (Real Estate)
Fax: (540) 245-5179

E-mail: jshrewsbury@co.augusta.va.us
lwagoner@co.augusta.va.us

**12090 - COMMISSIONER OF THE REVENUE
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>			\$ 555	\$ 583	\$ 625	\$ 625	\$ -
6500-V05 IBM Printer - 5 yr maintenance contract	\$583	\$625					
	\$583	\$625					
<u>3500 - BOOKBINDING</u>			\$ 1,500	\$ 1,381	\$ 1,500	\$ 1,500	\$ -
Personal Property Book	\$ 844	\$ 850					
Real Estate Book	\$ 537	\$ 550					
	\$ 1,381	\$ 1,400					
<u>3501 - CONTRACTURAL ASSESSMENTS - NADA</u>			\$ 8,500	\$ 9,200	\$ 9,200	\$ 9,200	\$ -
Valuation of peronal property book through NADA							
<u>3600 - ADVERTISING</u>			\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	\$ 500
Advertise deadlines							general

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations
<u>4100 - DATA PROCESSING SERVICES</u>							
			\$ 21,000	\$ 26,100	\$ 29,100	\$ 29,100	-
		\$3,000					
Laserfiche Software Upgrade	\$ 600	\$ 600					
Lexus Advance Development Legal shared with County Attorney	\$ 4,500	\$ 4,500					
Mass Appraisal Software	\$ 6,000	\$ 6,000					
Internet Access for VAMANET	\$ 12,000	\$ 12,000					
Bright Software Maintenance	\$ 3,000	\$ 3,000					
Software programming	\$ 26,100	\$ 29,100					
<u>5201 - POSTAL SERVICES</u>							
			\$ 33,500	\$ 36,500	\$ 36,900	\$ 35,900	1,000
Annual Personal Property Mailing							general
Annual Land Use Revalidation Mailing							
General office mailings							
<u>5203 - TELEPHONE SERVICES</u>							
			\$ 3,100	\$ 3,100	\$ 3,100	\$ 3,100	-
Costs of line per month, long distance, switchboard							
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
			\$ 1,200	\$ 1,083	\$ 1,200	\$ 1,200	-
2 vehicles at \$600 each							

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
5501 - TRAVEL EXPENSES			\$	7,260 \$	8,700 \$	7,700 \$	1,000
Commissioner Annual Meeting	\$ 2,300 \$	2,300					general
VA Association of Assessing Officers Conference	\$ 810 \$	810					
Certification Classes	\$ 1,500 \$	1,500					
VT Farm & Business Tax Class	\$ 600 \$	600					
VA Association of Assessing Officers School	\$ 3,000 \$	3,000					
Travel for Various Meetings	\$ 500 \$	500					
	\$ 8,710 \$	8,710					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
5801 - DUES & SUBSCRIPTIONS			\$	1,600 \$	1,705 \$	1,705 \$	-
Commissioner Association	\$ 525 \$	525					
IAAO Assessors Association	\$ 380 \$	380					
West Central Association Dues	\$ 120 \$	120					
VA Association of Assessing Officers	\$ 210 \$	210					
Bright Software User Group	\$ 400 \$	400					
VA Association of Local Tax Auditors	\$ 70 \$	70					
	\$ 1,705 \$	1,705					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
6001 - OFFICE SUPPLIES			\$	17,000 \$	17,000 \$	16,500 \$	500
General office supplies.							general
Includes printing and envelopes for Annual							
Personal Property returns.							
Includes printing of forms used in office.							

		Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
		18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
				\$ 1,300	\$ 1,000	\$ 1,000	\$ 700	\$ 300

<u>6008 - MOTOR VEHICLE FUEL</u>		Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
Unit #	License #	ID #	Vehicle Make	Previous Mileage	Total Miles			
601 (350)	115-920L	97806	2003 Jeep Liberty	112,035	112,900			
603	194-856L	9089	2016 Jeep Compas	18,042	25,377			

<u>6009 - MOTOR VEHICLE MAINT. & SUPPLIES</u>		Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
				\$ 500	\$ 500	\$ 500	\$ 500	\$ -

General maintenance and repairs.

<u>8002 - FURNITURE & FIXTURES</u>		Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
				\$ -	\$ -	\$ -	\$ -	\$ -
				\$ 1,995	\$ -	\$ -	\$ -	\$ 1,995
				\$16,748	\$ -	\$ -	\$ -	\$ 16,748
				\$18,743	\$ -	\$ -	\$ -	\$ 18,743

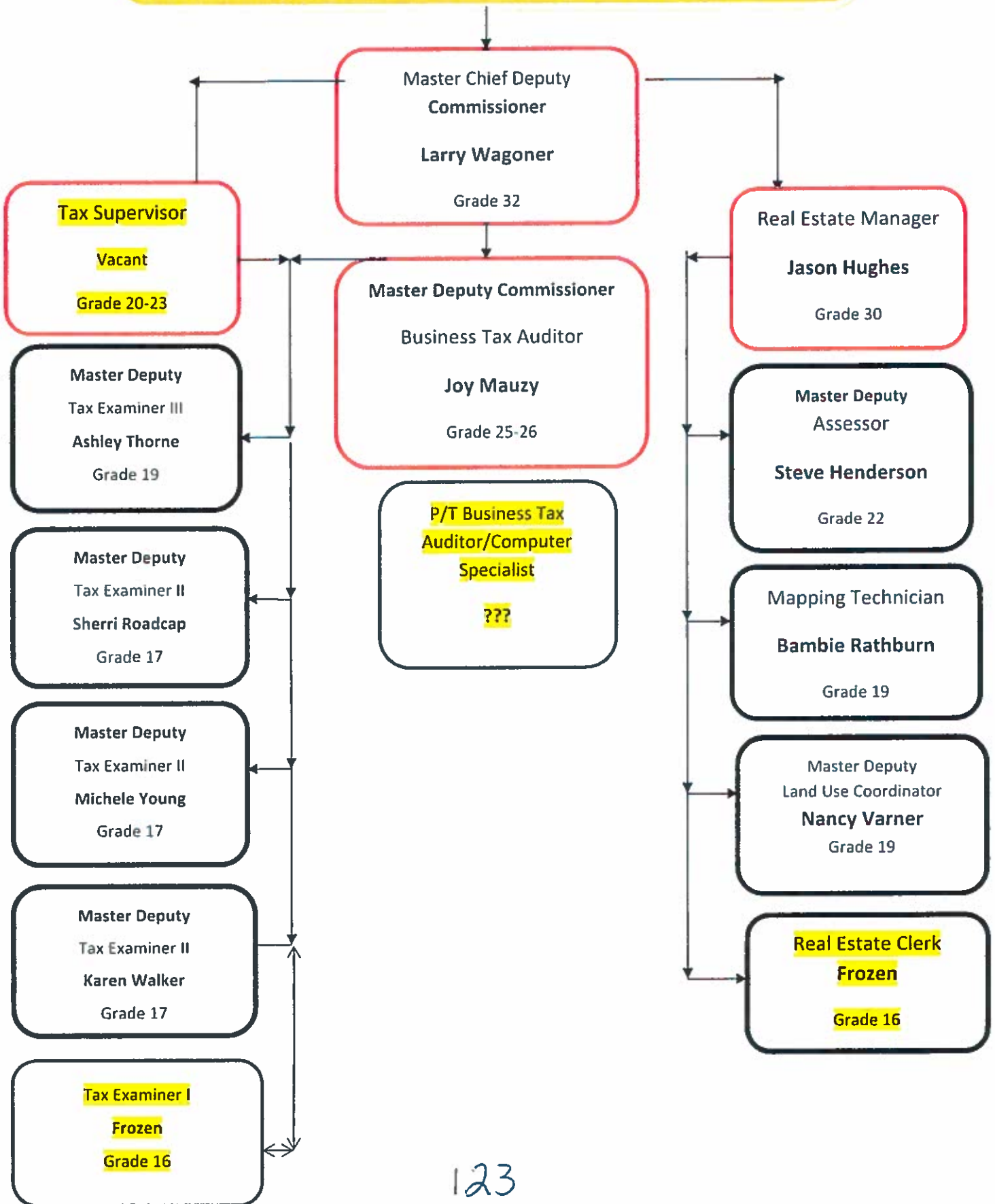
IBM Refurbished Printer 6500-V05
Laserfische fix

<u>6008 - MOTOR VEHICLE FUEL</u>		Department Total:	Payroll Total:	Grand Total:
		\$ 98,015	\$ 798,895	\$ 896,910
		\$ 107,852	\$ 792,935	\$ 900,787
		\$ 111,530	\$ 859,910	\$ 971,440
		\$ 108,230	\$ 846,453	\$ 954,683
		\$ 3,300	\$ 13,457	\$ 16,757

Handwritten initials

Commissioner of the Revenue

Jean Shrewsbury



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr	# by 1/31/19		m/b lower 1.31% FY18	
									Original	GL (2400)	Original	GL (2400)
12090 Shrewsberry, Jean x		110,096.00	8,422.34	10,382.05	8,230.00	1,442.26						
3% increase		3,302.88	252.67	311.46		43.27						
12090 Huges, Jason	30	76,500.00	5,852.25	7,213.95	8,230.00	1,002.15						3.18
12090 Henderson, Steven *	22	48,758.00	3,729.99	4,597.88	8,230.00	638.73						
12090 Mauzy, Joy x	26	64,682.00	4,948.17	6,099.51	8,230.00	847.33						
12090 Roadcap, Sherri *	17	38,606.00	2,953.36	3,640.55	8,230.00	505.74						
12090 Thorne, Ashley *	18	40,779.00	3,119.59	3,845.46	8,230.00	534.20						
12090 Wagoner, Larry x	32	83,896.00	6,418.04	7,911.39	8,230.00	1,099.04						
12090 Varner, Nancy **	19	41,079.00	3,142.54	3,873.75	8,230.00	538.13						
12090 Young, Michele *	16	36,003.00	2,754.23	3,395.08	8,230.00	471.64						
12090 Rathburn, Bambie	19	35,632.00	2,725.85	3,360.10	8,230.00	466.78						
12090 Walker, Karen	16	31,129.00	2,381.37	2,935.46	8,230.00	407.79						
12090 Master Deputy	16	2,898.11	221.71	273.29		37.97						
12090 P/T-Tax Examiner I	15	17,500.00	1,338.75									
12090 P/T-Business Auditor		7,500.00	573.75									
Total 12090		638,360.99	48,834.62	57,839.94	90,530.00	8,035.03	200.76	2,651.05				

P/T numbers are from FY19 Department Salaries
These numbers may have to be changed

- * Master Deputy-Comp Board
- ** Currently working on Master Deputy
- x - Current Comp Board funding

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12100 REASSESSMENT & 12110 BOARD OF EQUALIZATION BUDGET REQUEST

	Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin. Recommendations FY 19-20	Difference Request to Recommendations
Reassessment:							
<u>3329 - CONTRACTUAL SERVICES</u>			\$ 243,400	\$ 298,000	-	-	\$ -
	Contract with Pearson Appraisal	\$663,400 total contract					
	FY18 payments	\$365,418					
	FY19 payments	\$297,980					
	Contract Total	\$663,398					
<u>3600 - ADVERTISING</u>			\$ -	\$ -	-	-	\$ -
<u>5201 - POSTAGE</u>			\$ -	\$ 12,600	-	-	\$ -
	For mailing of notices						
<u>5203 - TELEPHONE SERVICES</u>			\$ 1,000	\$ 500	-	-	\$ -
	Landline and cell phone for reassessment office at government center						
<u>6001 - OFFICE SUPPLIES</u>			\$ 5,000	\$ 100	-	-	\$ -
	Supplies needed for mailing of notices to include printing by third party contractor						
<u>8001 - COMPUTER EQUIPMENT</u>			\$ -	\$ 20,000	-	-	\$ -
	Cost for Unity Business Systems (Laserfische) update to roll reassessment cards to COR office (vs. printing and scanning by hand into software)						

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 3,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ -
BOE:						
1600 - COMPENSATION OF BOARD MEMEBERS (BOE)						
Payment for attendance at BOE meetings for seven members of Board						
		\$ 700	\$ 700	\$ -	\$ -	\$ -
3600 - ADVERTISING						
Advertisement of BOE meeting dates in accordance with Code of Virginia requirements						
		\$ 100	\$ 300	\$ -	\$ -	\$ -
5201 - POSTAGE						
Postage for required mailings to citizens that make appointments with BOE						
		\$ 500	\$ 300	\$ 300	\$ 300	\$ -
5203 - TELEPHONE						
Cost of one line for BOE office, consistent with Reassessment phone number						
		\$ 500	\$ 500	\$ 200	\$ 200	\$ -
6001 - OFFICE SUPPLIES						
Misc office supplies for mailings						
Reassessment Department Total:		\$ 249,400	\$ 331,200	\$ -	\$ -	\$ -
BOE Total:		\$ 4,800	\$ 5,800	\$ 3,500	\$ 3,500	\$ -
Grand Total:		\$ 254,200	\$ 337,000	\$ 3,500	\$ 3,500	\$ -

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Treasurer

Mission:

The County of Augusta Treasurer's Office mission is to provide great customer service in all venues and ensure the fiscal integrity of the County. By maintaining this commitment we:

- Provide a professional environment where our employees can thrive and have access to educational opportunities.
- Concentrate on implementation of technology solutions that will meet or exceed our service requirements.
- Develop and implement more streamlined business processes for the convenience of the customer while adhering to the requirements of the law.
- Listen to customer feedback and implementing changes when possible.
- Strictly adhering to all federal, state and local laws governing the management of public funds.
- Work with external brokers and the banking community to achieve the highest and safest investment returns for the County.
- Take advantage of educational opportunities in the field of treasury management.

Department Overview:

The County Treasurer is an elected constitutional office and, as such, is directly accountable to the citizens of Augusta County. The Treasurer's Office prepares, mails and collects all tax bills for real and personal property located in the County of Augusta. The office also pursues the collection of all delinquent taxes owed to the county. Additional revenues collected under the direct supervision of the Treasurer include: business licenses, receipts of State collected revenues and taxes; meals and lodging taxes and other various county fees and fines from all other county departments and school divisions as collected.

The County Treasurer's office is charged with the design of an effective cash management and investment program for the County and all of its agencies and acts as fiscal agent for the Augusta County Schools and their entities such as the Valley Vocational Center, Shenandoah Valley Regional Program, and Cafeteria Program.

The Treasurer also acts as a custodian for several other regional and state business funds, which includes maintaining all records, accounting for the investment of funds and the reporting of fund revenues and expenditures. These accounts include Valley ASAP, both Staunton & Lexington offices, and all online credit card revenue, Middle River Regional Jail Authority, and Valley Children's Center and all funds through their online donations. Currently the Treasurer's office is responsible for the safety of all these funds. Our office oversees the balancing of approximately thirty or more accounts. Among other activities, these duties include managing the county investments and adhering to its policy for the locality; arranging for banking services and new accounts as needed, processing retiree ach payments each month for the school board and county personnel and revising all retiree banking information on an annual basis, currently 82 retirees and health savings ach payments for personnel; forecasting all cash receipts and expenditures to meet the county's needs on a weekly and monthly basis. Wiring funds to meet county obligations for school debt payments several times a year; maximizing investments not needed to meet current expenditures; working with external brokers, vendors and the banking community; and seeking new opportunities for investments and reporting all investment activities.

The County Treasurer's office makes all disbursements for the county that have been approved for payment by the Director of Finance. The Treasurer acts as the reconciliation agent for the County by working with the depository bank, county departments and external and internal auditors. Besides all that is mentioned above we are required by law to adhere to mandated duties per the Code of Virginia.

Strategic Goals and Objectives:

- Keep current funding of all full time positions with a request for part time personal during our busiest tax collection deadlines.
- Continue to explore new ways to offer citizen's services at the least amount of expense to the County.
- Continue to utilize the credit card arm via the web which has been in effect since the end of November 2016, to generate more collections and added convenience.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$445,250	\$461,260	\$450,015	\$475,910	3.2%
Operating	83,231	84,600	88,386	87,700	3.7%
Total	\$528,481	\$545,860	\$538,401	\$563,610	3.3%

Service and Performance Measures:

Item	FY2018 – 2019 Actual	FY2019 – 2020 Planned
Real Estate Tax Bills Mailed	80667	81049
Personal Property Tax Bills Mailed	68297	73524
Delinquent Notices Mailed	12851	14699
DMV Stops Issued	2	2382
Liens; (bank, wage, 3 rd party)	3801	4358
Dog Tags Issued	6165	7219

Accomplishments:

- Maintained office accreditation from Treasurer's Association of Virginia.
- Continued money savings to locality with one full time position not filled.
- We have 6 enrolled in the certification program now. We are appreciative, that we are able to invest in our employees and continue to take TAV classes and attend district meets which has enabled us to remain certified with TAV, as required. We also gain information when we network with other localities as we discuss new and improved ways to offer existing services to our citizens at a lower or no cost benefit to our locality.

Contact Information:

Richard T. Homes, Treasurer

Location: Augusta County Government Center
 Treasurer's Office
 18 Government Center Lane

P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5660

Fax: (540) 245-5663

Email: treasurer@co.augusta.va.us

12130 - TREASURER BUDGET REQUEST

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
		FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
18-19 Revised	FY19-20	500	500	500	300	
		\$	\$	\$	\$	\$

3500 - BOOKBINDING

no longer budgeted for
C/R carries full amount

3600 - ADVERTISING

\$	-	100	100	500	300	200.00
	Fall billing	\$ 60	\$ 100			general
	Spring billing	\$ 65	\$ 100			
	<i>Shared ad with Staunton City</i>	\$ 125	\$ 200			

4100 - DATA PROCESSING

\$	11,646	11,646	11,646	12,250	12,000	250.00
	BAI Municipal:	\$ 11,646	\$ 12,250			general
	take discount if offered					
	<i>estimate 5% increase FY20</i>					

5201 POSTAL SERVICES

\$	44,000	48,500	48,500	54,500	52,500	2,000.00
	BMS Printers	\$ 44,000	\$ 48,500			general
	Office postage	\$ 5,000	\$ 5,400			
		\$ 49,000	\$ 53,900			

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Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

6001 - OFFICE SUPPLIES

Copier, Shred It, First Bank	\$ 1,490	\$ 1,500	\$ 12,000	\$ 12,000	\$ 11,000	\$ 12,000	\$ 11,000	\$ 1,000.00
Office supplies vendors	\$ 3,500	\$ 3,700						general
BMS Printers	\$ 7,000	\$ 6,800						

6018 - DOG TAGS

BMS Printers	\$ 11,990	\$ 12,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
annual kennel tags	\$ 485	\$ 500						
renewable tags	\$ 500	\$ 550						
	\$ 985	\$ 1,050						

6099 - DELQ TAX COLLECTION

VEC annual usage fee	\$ 1,300	\$ 1,300	\$ 2,200	\$ 2,200	\$ 3,000	\$ 3,000	\$ 2,700	\$ 300.00
Judicial sale ad	\$ 300	\$ 800						general
CLEAR collection tool	\$ 600	\$ 600						
	\$ 1,600	\$ 2,700						

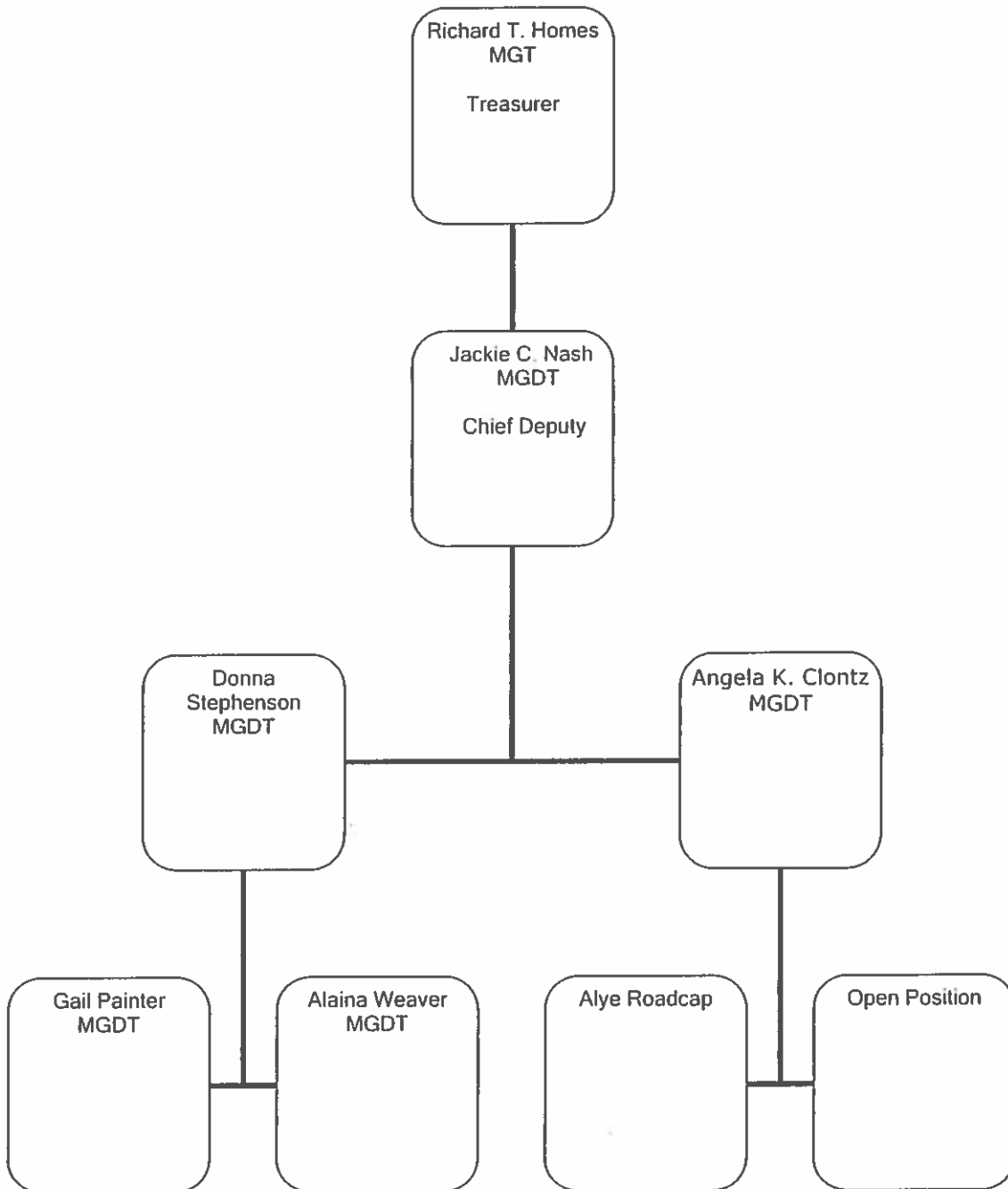
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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
						Recommendations	
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

8002 - FURNITURE & FIXTURES

Mail opener	\$ 4,540	\$ -	\$ -	\$ 4,540	\$ -	\$ -	\$ -
Department Total:	\$ 84,600	\$ 88,386	\$ 91,950	\$ 87,700	\$ 4,250		
Payroll Total:	\$ 461,260	\$ 450,015	\$ 473,887	\$ 475,910	\$ (2,023)		
Grand Total:	\$ 545,860	\$ 538,401	\$ 565,837	\$ 563,610	\$ 2,227		
							CUT 5% wage Increase

Treasurer's Office Organizational Chart



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original \$8,230	m/b lower 1.31% FY18 GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
12130 Homes, Richard 3% increase		110,096.00	8,422.34	10,382.05	8,230.00	1,442.26		
12130 Nash, Jacqueline R.	26	3,302.88	252.67	311.46		43.27		3.18
12130 Clontz, Angela K.	18	67,070.00	5,130.86	6,324.70	8,230.00	878.62		
12130 Stephenson, Donna	15	43,955.00	3,362.56	4,144.96	8,230.00	575.81		
12130 Weaver, Alania	15	34,266.00	2,621.35	3,231.28	8,230.00	448.88		
12130 Master Deputy		29,054.00	2,222.63	2,739.79	8,230.00	380.61	171.42	
12130 Roadcap, Ally	15	2,704.93	206.93	255.07		35.43	15.96	2.61
12130 Painter, Gail	15	28,819.00	2,204.65	2,717.63	8,230.00	377.53	170.03	
Total 12130		33,485.00	2,561.60	3,157.64	8,230.00	438.65	357.41	317.57
2-Local Funded position		352,752.81	26,985.59	33,264.59	57,610.00	4,621.06		

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Finance

Mission:

To maintain a well-organized, fiscally present finance department where work is distributed equally among staff and progress is made in achieving goals. Staff receives the training needed to remain up-to-date in accounting issues. First priority is to serve other County departments in a customer friendly manner, providing accurate data in a timely fashion.

Department Overview:

The Finance Department is responsible for overseeing the financial operations of the County. This includes establishing and maintaining effective controls over the County's financial activities. Finance provides information to employees, departments, vendors and government agencies. Duties include:

- Process accounts payable for all County departments
- General ledger maintenance
- Prepare and monitor miscellaneous billings and receivables
- Debt issuance and management
- External audit and cost allocation plan coordination
- Preparation of Comprehensive Annual Financial Report
- Internal financial statement preparation
- Assist County Administrator in development of County budget
- Procurement
- Assist Departments with ordering office supplies and approve all orders placed by the departments.
- Risk management
- Grant administration and reporting
- Maintain capital asset listing
- Revenue Recovery
- Special projects
- Fiscal agent for Middle River Regional Jail, Shenandoah Valley Social Services, Shenandoah Valley Regional Program, Valley Vo-Tech, Valley ASAP and Valley Children's Center

Strategic Goals and Objectives:

- Continue working towards the VGFOA Certificate (Finance Director and Accounting Specialist)
- Assist with the completion of 5 year Operating and Capital financial plan
- Continue working towards cleaning up remaining outstanding accounts receivable from Intermedix for Revenue Recovery.
- Obtain VCA And VCO certification for new purchasing assistant.
- Research new GASB Standards and implement as needed
- Assist with documentation and reporting of Jail Mental Health Pilot grant with Middle River Regional Jail
- Review and update Procurement Manual

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$383,236	\$443,502	\$384,446	\$394,117	-11.1%
Operating	18,621	26,518	20,480	21,265	-19.8%
Total	\$401,857	\$470,020	\$404,926	\$415,382	-11.6%

***Change in personnel figures are due moving Revenue Recovery in house billing costs to Fund 15.

Service and Performance Measures:

Item	FY2016-2017 Actual	FY2017-2018 Actual	FY2018-2019 Expected
Purchase Orders	386	494	500
Special Projects	5	5	5
Number of AP Transactions	6,935	7,244	7,300
Number of ACH Transactions	4,863	4,971	5,000
Number of Checks Printed	25,184	25,126	25,300
Journal Entries	271	350	350
Solicitations issued	7	8	15
Contract Administration	8	8	20
eVA Orders	11	n/a	15
GFOA Certificate (audit and budget)	1	1(Budget pending)	2

***Special projects include: Mill Place Walking Trail, Centerview Drive, Courthouse roof replacement, Hearthstone Dam, and Courthouse complex

Accomplishments:

- Revenue Recovery Billing Specialist received certification in Ambulance Coding through NAAC
- Transitioned revenue recovery from third party billing to in house billing.
- Implemented new Uniform Guidance requirements for the FY18 audit, related to OPEB reporting.
- Trained new personnel to include, coding specialist for Revenue Recovery and new purchasing assistant.

Contact Information:

Misty Cook, Finance Director

Location: Augusta County Government Center
 Finance Department
 18 Government Center Lane
 P.O. Box 590
 Verona, VA 24482

Phone: (540) 245-5741

Fax: (540) 245-5742

Email: ca@co.augusta.va.us

**12150 - FINANCE
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
<u>4100 - DATA PROCESSING SERVICES</u>							
			\$ 13,658	\$ 5,150	\$ 8,800	\$ 5,540	\$ 3,260
BAI Municipal Software, annual maintenance	\$5,150	\$5,536					
Sharepoint annual cost		\$1,500					
Sharepoint-one time implementation cost		\$1,760					
	\$5,150	\$8,796					
<u>5201 - POSTAL SERVICES</u>							
Monthly Postage:	\$3,500	\$3,250		\$ 3,600	\$ 3,350	\$ 3,350	
UPS:	\$100	\$100					
	\$3,600	\$3,350					
Continue to see savings in postage due to offering ACH payment to County vendors							
<u>5203 - TELEPHONE SERVICES</u>							
Carolina Digital	\$1,212	\$1,212		\$ 1,300	\$ 1,300	\$ 1,300	
VITA, long distance:	\$0	\$0					
Switchboard charges:	\$50	\$50					
Misc. Repairs:	\$40	\$40					
	\$1,302	\$1,302					

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
			2,900 \$	3,800 \$	6,300 \$	5,300 \$	1,000.00

5501 - TRAVEL EXPENSES

Virginia Government Finance Officer's Assoc (VGFOA) Fall Conference	\$0	\$95					
(FY20 Richmond, day registration) (2 attendees)	\$455	\$455					
VGFOA Spring Conference, Norfolk VA (2)	\$500	\$575					
Spring conference hotel and meals	\$550	\$375					
VGFOA Certificate Program, Acct Specialist(2 classes)	\$175	\$150					
Travel expenses , acct specialist	\$450	\$675					
VGFOA Certificate Program, Finance Director(4 classes finish cert.)	\$300	\$155					
Travel expenses, Director of Finance		\$195					
Accounting Clerk-BRCC Online Excel Class							
Virginia Assoc. of Govt Purchasing (VAGP)							
Forum or spring conference (1) day registration	\$0	\$249					
Meals and travel for VAGP Spring conference	\$0	\$550					
VCA Class Purchasing Assistant plus exam	\$520	\$0					
VCA Hotel and meals	\$465						
VCO class-Purchasing Assistant	\$0	\$1,360					
VCO hotel and meals	\$0	\$1,200					
Misc. Conferences, classes, seminars, etc.	\$175						
Misc. travel expenses	\$200	\$200					
VT-classes(DOF & Accountant x 2)	\$3,790	\$6,234					
Sr. Purchasing Assistant-VCO certification requires 6 points every 5 years							

5801 - DUES & SUBSCRIPTIONS

BAI Accounting Users Group:	\$500	\$500					
VGFOA: (Lora, Misty, Teresa)	\$150	\$150					
VAGP:	\$23	\$35					
NIGP Membership	\$0	\$190					
VCA/VCO Certification: Renew every 5 yrs	\$673	\$875					
			860 \$	700 \$	875 \$	875 \$	-

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Detail	Detail	Original	Revised	Request	Co. Admin	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations

6001 - OFFICE SUPPLIES

Copier charges:	\$2,500		4,500 \$	4,900 \$	4,900 \$	-
Accounts Payable checks	\$500					
Shred-it contract	\$270					
new calculator-acct specialist (keys stopped working)	\$65					
Calendars	\$50					
cork board-acct specialist	\$30					
Envelopes	\$260					
Toner	\$250					
Office Supplies	\$570					
	\$4,465					
			5,000 \$			
			increased due to new copier			

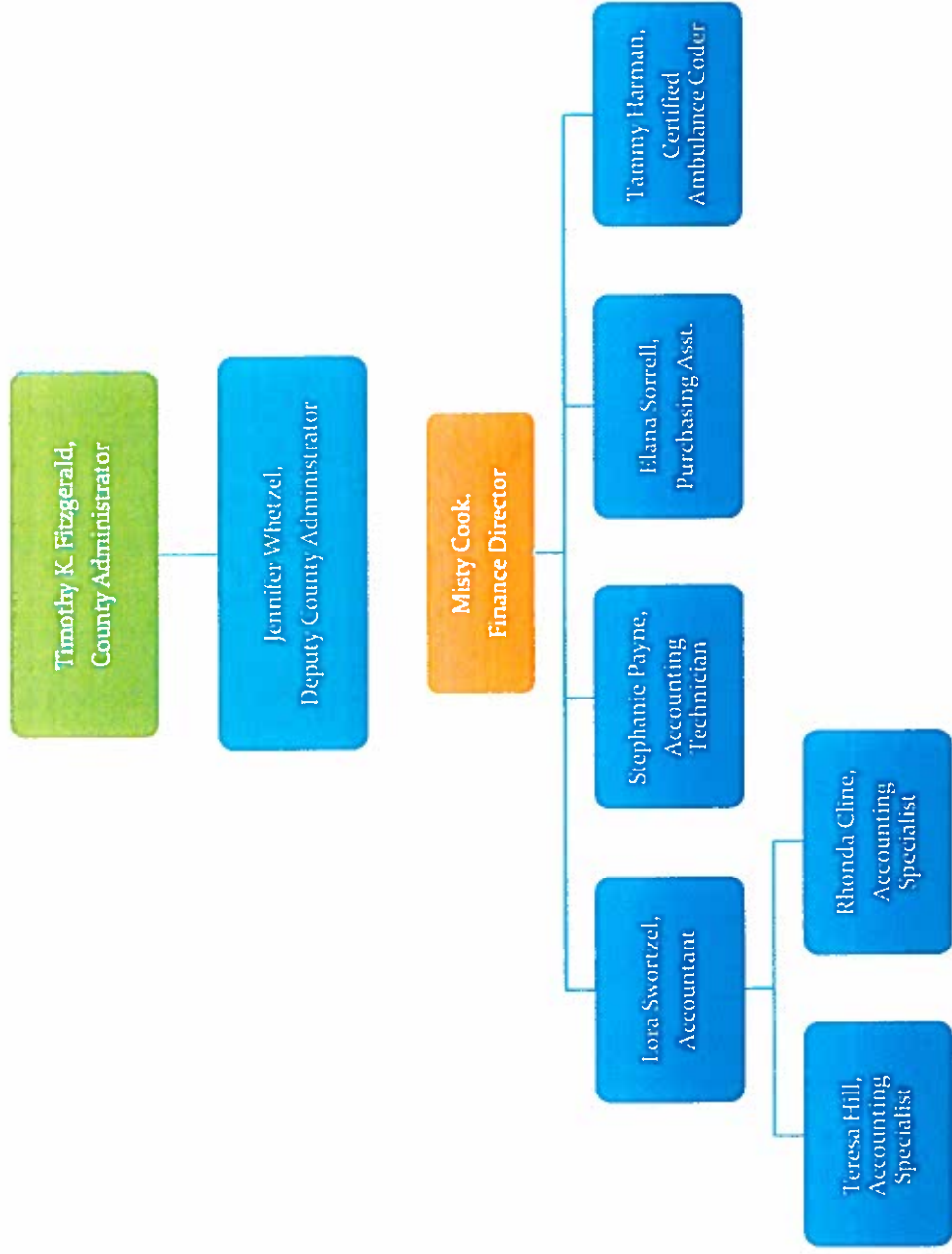
8002 - OFFICE EQUIPMENT

Mini fridge-due to overcrowding of community fridge	\$0		930 \$	930 \$		930.00
Fireproof safe for titles	\$0					safe & fridge to revised
	\$0					
	\$930					

Department Total:	\$ 26,518	\$ 20,480	\$ 26,455	\$ 21,265	\$ 5,190
Payroll Total:	\$ 443,502	\$ 384,446	\$ 394,117	\$ 394,117	\$ -
Grand Total:	\$ 470,020	\$ 404,926	\$ 420,572	\$ 415,382	\$ 5,190

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Finance Department



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) 8,230	Original 1/31/19	m/b lower 1.31% FY18	Disability 0.59%	WC (2700) 10% Incr
12150 Cline, Rhonda M.	18	39,686.00	3,035.98	3,742.39	8,230.00	8,230.00	519.89		
12150 Swortzel, Lora R.	24	61,570.00	4,710.11	5,806.05	8,230.00	8,230.00	806.57		
12150 Cook, Misy D	35	77,935.00	5,962.03	7,349.27	8,230.00	8,230.00	1,020.95	459.82	
12150 Sorrell, Elana Marie Shead	18	33,421.00	2,556.71	3,151.60	8,230.00	8,230.00	437.82	197.18	
12150 Hill, Teresa	21	39,345.00	3,009.89	3,710.23	8,230.00	8,230.00	515.42	232.14	
12150 Payne, Stephanie	20	38,093.00	2,914.11	3,592.17	8,230.00	8,230.00	499.02	224.75	
Total 12150		290,050.00	22,188.83	27,351.72	49,380.00	49,380.00	3,799.66	1,113.88	232.33

15-32040- Harman, Tammy Sue

18	33,421.00	2,556.71	3,151.60	8,230.00	8,230.00	437.82	197.18	32.23
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Information Technology

Mission:

The County of Augusta Information Technology (IT) Department partners with county departments in leveraging technology to effectively serve customers.

Objectives:

- Maintain a stable and secure infrastructure.
- Provide leadership in evaluation and implementation of new technology solutions.
- Provide an effective support framework to assist users in employing technology effectively and efficiently.
- Provide citizens and users convenient access to appropriate information and services through technology.
- Guide technology planning County-wide with forward-looking vision.
- Collaborate with departments to make sound decisions regarding the use of technology

Department Overview:

The Augusta County IT staff consists of seven full time employees and 2 part time employees. We have 10 major focus areas.

- Network - Our network is comprised of **350 users, 29 departments and over 700 devices**
- Servers - We support **15 Physical servers and 55 Virtual Servers**. All are running Windows Server 2008 or 2012.
- Computers - Set up, support, and maintain Dell and HP computers running Windows 7 and Office 2010 or 2013. Over **500 computers** on our network. **200** at ACGC and Sheriff's office.
- Public Safety – Set up, maintain and support Mobile Data Terminals and related equipment- **68 Fire Rescue Toughbooks, 23 Station Pc's, 31 wireless access points, 21 routers, 1 Cradlepoint Cellular Router, 10 printers, 45 Sheriff's Office Toughbooks, 45 Wireless Devices, LPR, 40 Mobile Ticket Printers**
- Peripherals- Other pertinent hardware that is supported by Augusta County IT- **50 Printers, 19 Wireless Access Points**
- Website Administration
- GIS- Coordinating all areas of GIS with Government Departments, Agencies and Citizens
- AS 400- Augusta County's Financial System
- Building Security- Create, maintain and issue ID badges. Support all **92 security cameras, 76 doors and scheduling**
- System Administration-**2 Barracuda Backups, Barracuda Spam Filter, Barracuda Firewall, 2 Barracuda Archivers, Sonicwall VPN, Netmotion VPN, 2FA Authentication, PCI Compliance**

The departments that are supported by the three areas of the Augusta County IT Department are:

- | | |
|----------------------------------|---------------------------------|
| • Sheriff's Office | • Finance |
| • Fire Rescue | • Animal Control |
| • Administration | • Community Development |
| • Clerk of Court | • Treasurer |
| • Juvenile Court | • Commissioner-Real Estate |
| • General District Court | • Middle River Regional Jail |
| • Domestic Court | • Service Authority |
| • Commonwealth Attorney's Office | • Stuarts Draft Treatment Plant |
| • Emergency Operations Center | • Middle River Treatment Plane |
| • Parks and Recreation | • Fishersville Shop |

- Fishersville Treatment Plant
- Maintenance
- Library- Fishersville/Churchville
- Registrar
- Social Services
- USDA

Strategic Goals and Objectives:

- Upgrade ECC Switches
- Upgrade Laserfiche
- Explore 400 replacement
- Continued Shared Services
- Continuing progressing with DRP
- Policies
- Documentation
- Cross-Training
- Update Job Descriptions and Job Ladders
- Upgrade VEAM (Virtual Server Backup Software)
- Upgrade storage
- Solution for old IIS server, FTP and Plan Review
- Increase Map Types on GIS website
- Technology renewal for FR in 2019, re: Toughbook and desktop computers that were replaced in the first half of 2014.
- To migrate the FR RAMOB physical server to the virtual environment and rename it more accurately as Fire Rescue, dropping the defunct RAMOB reference.
- To complete the Data Center Closet rack reorg and the replacement of 4510 switches
- To complete the proposed 10 GB fiber link to Service Authority
- To upgrade switches throughout the GC as needed
- To continue to apply network changes so as to improve throughput and security
- Get our County GIS compliant with requirements for NG-911
- Upgrade the NetMotion and 2FA servers to the latest versions
- Replace Sheriff's Department MDT's with Windows 10
- PC upgrades to Windows 10
- Volume licensing and imaging deployment

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$512,808	\$ 519,235	\$523,143	\$ 540,084	4.0%
Operating	207,584	229,689	270,432	242,254	5.5%
Total	\$720,392	\$748,924	\$ 793,575	\$782,338	4.5%

***Change in personnel figures are due to merit and cost of living allocation. Change in operating due to change over in telephone service providers and the purchase of ADA Compliance and auditor recommended software.

Service and Performance Measures:

Item	FY2018-2019
Equipment Supported	>1000
Users Supported	>350

Accomplishments:

- Upgraded network core to Cisco Catalyst 9300 switch stack
- ECC Motorola/Ceragon Netmaster project
 - Allows Donna and Anthony to assess health of new radio network from their computers by linking the new Motorola radio network to the GC's.
- MRRJ/GTL Lookup Server project
 - Allows Lookup Server in DMZ to communicate with MRRJ database server, providing lookup services to the public.
- Command Bus Cradlepoint/Satellite Internet redesign
 - Completely redesigned Command Bus network, eliminating several outdated network components.
 - Increased internet access speeds by 10+ fold via Verizon Wireless access
 - Installed Cradlepoint cellular router to connect Command Bus to internet via Verizon wireless or satellite internet depending on signal strength of each service at bus command post location
- Migrated Social Services (SS) to our network
 - General Internet access through GC ISP; state SS and DMV access through SS routed state network connection
 - Social Services went from a 6 Mbps internet connection to 200 Mbps.
- Internal camera system restricted to specific computers
- Comcast ISP Migration
 - New Public IP address range applied to firewall
 - CWA, SA, and GC switch-like ENS circuit
 - Eliminated router and firewall at CWA
- Connected new Verizon eFemto units to network
- Began IT data center closet redesign for 2019
- Improve network performance/security
 - Implemented Syslog server
 - Implemented FTP server to record all switch configuration changes
 - Implemented Radius authentication for switch logins rather than generic admin
 - Continued the editing and updating of firewall and switch configurations to best meet our networking needs
- Assisted Finance and FR with migration to new billing company
 - Resolved CAD Zip Code/GNIS code data consistency problem
 - Tested Panasonic's new CF-20 (replaces the CF-19 product)
 - Assisted FR in selecting CF-20 mount and locating mount in rear of ambulance, vs previous front cab area
- Assisted FR and ECC with developing AVL for Ambulance project budget
- Assisted FR and Verona volunteers with implementing Active 911 for Verona volunteers with Service Authority hydrant data.
- VCIN Upgrade for ECC, Sheriff, CWA and MRRJ

- **Maintaining PCI compliance for Parks and Rec and the Treasurer's Office.**
- **Assisting with the Evidence Room Camera Project.**
- **Continuing work on the LPR project.**
- **User training started for the county.**
- **Monitoring the Audit software for any suspicious activity.**
- **Security patching of software with the KBOX**
- **Census-LUCA submission**
- **New UPS installation**
- **New PDU installation**

Immediate Goals; Upgrade ECC core switches and separate. Network Closet Reorganization.

Contact Information:

Jackie Zetwick, Director of Information Technology

Location: Augusta County Government Center
Information Technology Department
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5400

Fax: (540) 245-5056

E-mail: helpdesk@co.augusta.va.us

**12200 - INFORMATION TECHNOLOGY
BUDGET REQUEST**

	Renewal Date	Detail		Original	Revised	Request	Co. Admin Recommend	Difference
		18-19 Revised	FY19 20					
3320 - MAINTENANCE SERVICE CONTRACTS								
Cisco Smartnet-network equipment	January	\$ 15,034.00	\$ 15,785.70	\$ 131,336	\$ 136,280	\$ 136,687	\$ 130,587	\$ 6,100
HP Carepacs-Servers	December	\$ 1,736.44	\$ 1,823.76					
Eaton-UPS	June	\$ 2,673.00						
BAI Software	July	\$ 13,712.85	\$ 14,398.49					
IBM iSeries-400, warranty with purchase *replace 11/18		\$ 1,546.00	\$ 1,623.30					
Brown, Caulkins & Company-check signer	April	\$ 1,582.54	\$ 1,661.67					
Unity Business-Laserfiche	June	\$ 6,451.00	\$ 6,773.55					
Antivirus	January	\$ 10,950.00	\$ 11,497.50					
FormsPrint-Check Laser Software	July	\$ 1,450.00	\$ 1,522.50					
DBU-COR office	August	\$ 540.00	\$ 567.00					
Entrust-webmail.co.augusta.va.us	November	\$ 309.43	\$ 324.90					
Verisign-www.co.augusta.va.us	December	\$ 1,494.00	\$ 1,568.70					
.Gov-Augusta.gov Domain	March	\$ 882.00	\$ 926.10					
WS-FTP		\$ 66.85	\$ 70.19					
Network Monitoring software		\$ 1,635.19	\$ 1,716.95					
Barracuda Archiver (New)		\$ 4,231.38	\$ 4,442.95					
InfoPrint Maintenance		\$ 187.18	\$ 196.54					
Barracuda Spam	July	\$ 1,234.72	\$ 1,296.46					
Barracuda Spyware 610	April	\$ 5,093.55	\$ 5,348.23					
Barracuda Archiver	February	\$ 8,158.50	\$ 8,566.43					
Verisign-tax.co.augusta.va.us	October	\$ 1,494.00	\$ 1,568.70					
VPN for DMV	March	\$ 1,069.65	\$ 1,123.13					
IBM 6500 Maintenance-*paid until 2016	May	\$ 3,150.00	\$ 3,307.50					
Barracuda Backup	December	\$ 8,502.30	\$ 8,927.42					
Kbox		\$ 1,162.50	\$ 1,900.00					
Website		\$ 11,025.00	\$ 11,576.25					
Sonic Wall-Remote Access *paid until March 17		\$ 1,151.01	\$ 1,208.56					
Archive Social-archive social media		\$ 3,755.70	\$ 3,943.49					
ZFA		\$ 240.00	\$ 252.00					
ZFA server-		\$ 1,321.20	\$ 1,387.26					
Spool Flex, Message Flex - AS 400		\$ 1,218.00	\$ 1,278.90					
Kiwi- logs activity on switches		\$ 106.00	\$ 111.30					
Bright Extension- November, December		\$ 1,500.00						
VIRL- Network Simulation		\$ 199.00	\$ 208.95					
IMCCI		\$ 6,451.00	\$ 6,773.55					
Anyconnect		\$ 2,424.97	\$ 2,546.22					
Netmotion for NA		\$ 405.85	\$ 426.14					
AD Management		\$ 2,035.00	\$ 2,136.75					
Sans		\$ 7,100.00						
Site Improve		\$ 3,000.00	\$ 3,150.00					
Jetpack		\$ 136,279.81	\$ 136,686.53					

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations
3321 - MAINTENANCE SERVICE - GIS							
ESRI Software Maintenance	\$ 17,600.00	\$ 18,480.00	\$ 17,600	\$ 18,480	\$ 17,600	\$ 17,600	880
Freemance GIS Web Software	\$	\$ 18,480.00					% Increase
	\$ 17,600.00	\$ 18,480.00					
3322 - CONTRACT SERVICES							
Advanced Telephone	\$ 1,000.00	\$ 1,000.00					
Hard Drive Removal and Destroy- CDS, HIPAA, Auditors	\$ 1,500.00	\$ 1,575.00					
Removal of old Back up tapes	\$ 500.00	\$ 525.00					
Network Support	\$ 4,000.00	\$ 4,200.00					
Shenandoah Office	\$ 500.00	\$ 525.00					
BMS Printing	\$	\$					
RE Tax Bills (October & June)	\$ 6,952.70	\$ 7,300.34					
PP Tax Bills (October)	\$ 5,261.14	\$ 5,524.20					
Supplementals (November & July)	\$ 804.23	\$ 844.44					
Delinquencies PP/RE (March)	\$ 2,674.11	\$ 2,807.82					
PP Tax Bills (March)	\$ 9,359.40	\$ 9,827.37					
Vision Internet	\$ 500.00	\$ 525.00					
Cas Severn	\$ 500.00	\$ 525.00					
	\$ 33,551.58	\$ 35,179.16	\$ 31,550	\$ 33,552	\$ 35,179	\$ 33,552	1,627
							% Increase
3323 - CONTRACT SERVICES - GIS							
Anderson	\$ 1,000.00	\$ 1,500.00	\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	-
5201 - POSTAL SERVICES							
Regular mailings for IT staff	\$ 200.00	\$ 210.00	\$ 100	\$ 200	\$ 210	\$ 110	100
							General

* offset in part by revenue from ACSA (\$5624) and Headwaters (\$750) support contracts, see recovered costs

	Detail		Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin Recommendations FY 19-20	Difference Request to Recommendations
	18-19 Revised	FY19-20					

5203 - TELEPHONE SERVICES

Lumos	\$ 25,557.05	\$	\$ 34,523	\$ 53,692	\$ 33,466	\$ 33,312	154
Comcast	\$ 25,062.85	\$ 30,240.00					% Increase
Carolina Digital	\$ 1,722.00	\$ 1,808.10					
Verizon	\$ 205.96	\$ 216.26					
Switchboard	\$ 243.14	\$ 255.30					
Verizon Wireless	\$ 901.04	\$ 946.09					
	\$ 53,692.04	\$ 33,465.75					

5305 - MOTOR VEHICLE INSURANCE

1 vehicle	\$ 573.00	\$ 600.00	\$ 600	\$ 573	\$ 600	\$ 600	-
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5501 - TRAVEL & TRAINING EXPENSES

Classes in Charlottesville	\$ 2,000.00	\$ 2,100.00	\$ 4,200	\$ 4,200	\$ 6,510	\$ 5,000	1,510
Melanie Vmware	\$ 2,000.00	\$ 2,100.00					general
Crystal SQL	\$ 200.00	\$ 210.00					
Steve	\$ 4,200.00	\$ 6,510.00					
Meals							

5502 - TRAVEL & TRAINING - GIS

Classes in Charlottesville & On-line	\$ 900.00	\$ 315.00	\$ 900	\$ 900	\$ 1,470	\$ 1,470	-
Lee-Server conference	\$ -	\$ 577.50					
Pam-Federal Conference	\$ -	\$ 577.50					
Lee-Federal Conference	\$ 900.00	\$ 1,470.00					

5801 - DUES & SUBSCRIPTIONS

SVTC	\$ 200.00	\$ 200.00	\$ 300	\$ 300	\$ 300	\$ 300	-
VALGITE	\$ 100.00	\$ 100.00					
	\$ 300.00	\$ 300.00					

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	Detail	Detail	Original	Revised	Request	Co. Admin.	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends

6001 - OFFICE SUPPLIES

CDW-G	\$ 1,260.00	\$ 1,323.00	\$ 4,000	\$ 6,060	\$ 6,363	\$ 5,363	\$ 1,000
BW Wilson Paper	\$ 700.00	\$ 735.00					general
Green Bar	\$ 1,900.00	\$ 1,995.00					
Cable Testers	\$ 200.00	\$ 210.00					
Misc	\$ 2,000.00	\$ 2,100.00					
	\$ 6,060.00	\$ 6,363.00					

6002 - OFFICE SUPPLIES - GIS

Paper for Plotter	\$ 750.00	\$ 787.50	\$ 1,000	\$ 1,500	\$ 1,575	\$ 1,075	\$ 500
Plotter Supplies	\$ 750.00	\$ 787.50					general
	\$ 1,500.00	\$ 1,575.00					

6008 - MOTOR VEHICLE FUEL

	\$ 700.00	\$ 735.00	\$ 700	\$ 735	\$ 735	\$ 735	\$ -
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6009 - MOTOR VEHICLE MAINT & SUPPLIES

General maintenance and repair - tires	\$ 1,000.00	\$ 1,050.00	\$ 1,000	\$ 1,000	\$ 1,050	\$ 1,050	\$ -
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8002-OFFICE FURNITURE

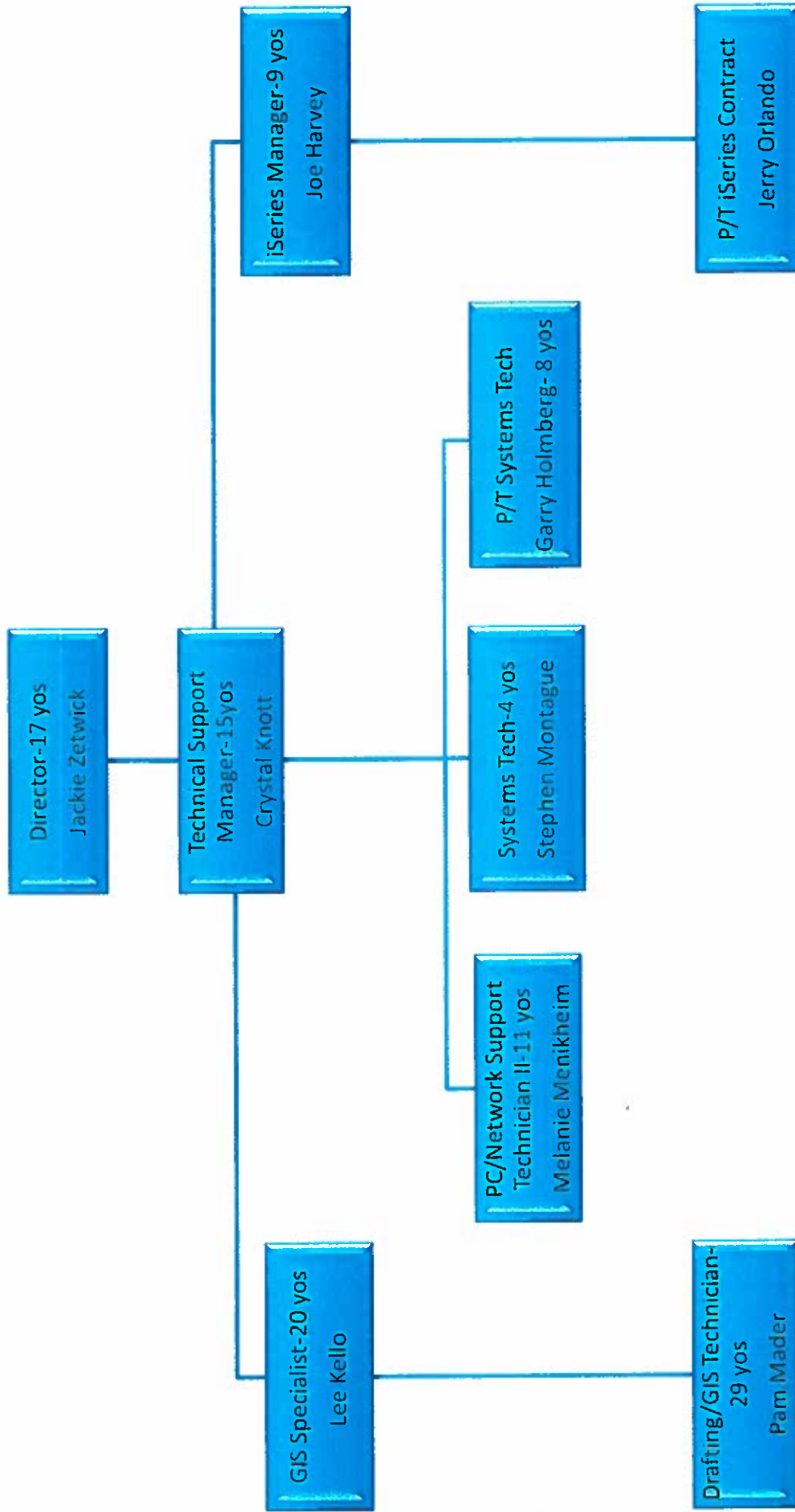
Jackie Stand up desk	\$ -	\$ 500.00	\$ -	\$ 500	\$ 500	\$ -	\$ 500
	\$ -	\$ -					desk to revised
	\$ -	\$ -					
	\$ -	\$ 500.00					

8003 - COMPUTER HARDWARE

Patch Cables	\$ -	\$ 300.00	\$ -	\$ 2,300	\$ 2,300	\$ -	\$ 2,300
NetScout Cable Tester	\$ -	\$ 2,000.00					to revised
	\$ -	\$ 2,300.00					

8004 - COMPUTER SOFTWARE

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
\$	7,100.00						
\$	2,940.00						
		1,750.00					
		3,100.00					
		50,000.00					
		5,500.00					
		4,500.00					
		200.00					
		10,000.00					
\$	10,040.00						
				10,040	75,050	10,000	65,050
							Encryption
							Internal testing
							cell phone mdrm
CUT							
			229,689	270,432	321,975	242,254	79,720
			519,235	523,143	597,640	540,084	57,557
			748,924	793,575	919,615	782,338	137,277
Department Total: \$							
Payroll Total: \$							
Grand Total: \$							
							5.5%
							4.0%
							4.5%



Organizational Chart

Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	m/b lower 1.31% FY18	Disability 0.59%	WC (2700) 10% Incr
12200 Zetwick, Jacquelyn A.	34	82,346.00	6,299.47	7,765.23	8,230.00	1,078.73			
12200 Knott, Crystal G. Internet Service (At Home)	24	51,603.00 480.00	3,947.63	4,866.16	8,230.00	676.00			
12200 Menikheim, Melanie A. Internet Service (At Home)	22	45,957.00 480.00	3,515.71	4,333.75	8,230.00	602.04			
12200 Harvey, Joseph	24	50,780.00	3,884.67	4,788.55	8,230.00	665.22			
12200 Mader, Pamela	21	40,464.00	3,095.50	3,815.76	8,230.00	530.08			
12200 Montague, Stephen Reclass	16 20	32,577.00 4,311.00	2,492.14 329.79	3,072.01 406.53	8,230.00	426.76 56.47	192.20 25.43		4.16
12200-KIS Kello, Lee Internet Service (At Home)	25	54,048.00	4,134.67	5,096.73	8,230.00	708.03			
Total 12200		363,526.00	27,699.58	34,144.71	57,610.00	4,743.33		217.64	1,685.88

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Over-Time On-Call Policy (12200-1200)

Part-Time		8,000.00							
12200 Orlando, Jerry		6,240.00	477.36						
12200 Holmberg, Garry	\$19.61/hr	32,631.04	2,496.27						
Total Benefits 12200		38,871.04	2,973.63						
			31,285.21	34,144.71	57,610.00	4,743.33		217.64	1,685.88

Board of Elections

Mission:

The mission of the Voter Registration Office is to provide opportunities, in an equitable and courteous manner, for all qualified citizens of the County of Augusta to register to vote, to promote the integrity of the electoral process by maintaining accurate and current voter registration records used in elections; to coordinate elections so they are conducted in a manner that secures the qualified citizen's right to vote and ensure that the results accurately reflect the voter's will; and to be an information resource for citizens regarding voter registration, elections and elected officials.

Department overview:

The Augusta County Office of Voter Registration processes voter registration applications and verifies accuracy and eligibility to register; this includes research and correspondence with applicants. The accuracy of records is essential and therefore steps such as cancelling felons, deceased, mentally incapacitated and non-citizen voters is critical to the integrity of this process. In addition to voter registration entry and compliance, elections are produced, officers of elections trained, election reference material and procedures are created and printed, voting equipment pollpads are programmed, tested and sealed, and absentee ballots are mailed and in-person absentee voting preformed in the office, among many other election preparation responsibilities. This office also receives the candidate filing forms and campaign finance reports for local elected officials and candidates.

Strategic Goals & Objectives:

- Promote the integrity of the electoral process by voter outreach
- Provide refresher training of the New Optical Scan Voting Equipment to Officer of Elections and Voters
- Provide in-depth Pollpad Training to Officers of Election
- Produce a General Election founded by integrity and accuracy
- Hold a 2020 Presidential Primary and potentially a June 2020 primary with integrity and accuracy
- Continue to train the Voting Equipment Manager and Chief Assistant Registrar on voting equipment and pollpad coding, testing and deploying process
- Continue to train the Chief Assistant Registrar in every aspect of the office
- Train Officers of Election on election laws, voting equipment, forms and procedures prior to each election
- Complete scanning all voter records into VERIS (Virginia Election and Registration System)

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$144,774	\$159,820	\$161,073	\$165,086	3.3%
Operating	152,313	161,853	181,669	201,624	24.6%
Total	\$297,087	\$321,673	\$342,742	\$366,710	14%

***Personnel increases are due to an increase in part-time wages and compensation of election officials.

Service and Performance Measures:

Item	FY2018-2019 Planned	FY2018-2019 Actual	FY2019-FY2020 Estimated
Registered Voters	49,500	49,015 (as of 1/9/19)	50,000
Elections Held	2	3	3
Polling Places	26	26	26
Officers of Election	160	179	215

Accomplishments:

- Revised the process and format of Officer of Election training on law, procedure and document completion
- Produced and held a General Election in November with minimal to no issues
- Acquired new Pollpad equipment
- Trained office personnel as well as Officer of Elections on the new Optical Scan and Pollpad equipment
- Held several open houses to inform the public on the use of the new Optical Scan equipment
- AS OF 12/31/18 processed 5,723 Virginia Voter Registration Applications; deleted 49 felons, 408 deceased, 3 mentally incapacitated voters, and transferred out 1767. Submitted 151 notices to other states of their voters moving and registering in Virginia.

Contact Information:

Constance I. Messick, General Registrar
Robin L. Moyers, Chief Assistant Registrar

Location: Augusta County Government Center
Voter Registration
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5656

Fax: (540) 245-5037

**13010 - REGISTRAR
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin	Difference
<u>3200 - COMP. OF ELECTION OFFICIALS</u>						
Officers of Election	\$ 28,800	\$ 36,150				
Officer & Alternate training	\$ 4,440	\$ 5,420				
Officers EPB training	\$ 4,440	\$ 4,820				
Chief Officers	\$ 1,000	\$ 390				
Assistant Chief Officers	\$ 390	\$ 260				
Officers picking up material	\$ 260	\$ 390				
Officers returning material	\$ 390	\$ 390				
Chief Officers - New Voting Equipment training	\$ 390	\$ -				
Chief Officers	\$ 40,110	\$ 47,820				
		\$ 38,110	\$ 40,110	\$ 47,820	\$ 42,820	\$ 5,000
						general cut
<u>3201 - CUSTODIAN & MECH - VOTING MACHINES</u>						
American of Virginia, Inc.	\$ 7,274	\$ 7,274				
Sealing voting machines	\$ 390	\$ 390				
Handing out equipment	\$ 260	\$ 260				
Election Day & receiving equipment	\$ 1,482	\$ 1,482				
Picking up signs	\$ -	\$ -				
Moving equipment to Smith West - Saturday	\$ 208	\$ 208				
Election Night Extra Help (\$11x4x5)	\$ 308	\$ 308				
	\$ 9,922	\$ 9,922				
		\$ 9,922	\$ 9,922	\$ 9,922	\$ 9,922	\$ -
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>						
Firmware - OVO: 31@\$90, OVI: 27 @ \$60	\$ 4,410	\$ 4,410				
Extended Warranty - OVO: 31@\$200, OVI: 27 @	\$ 10,250	\$ 11,700				
Knowlnk - Poll Pads	\$ -	\$ 7,500				
	\$ 14,660	\$ 23,610				
		\$ 16,935	\$ 14,660	\$ 23,610	\$ 23,610	\$ -

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
3600 - ADVERTISING							
Newspaper Display Ad of Election	\$ 750	750	750	750	750	750	-
Deadlines - Required by VA Code §24.2-415	\$ -	-	-	-	-	-	-
News Leader increase	\$ 750	750	750	750	750	750	-
3900 - PRIMARY ELECTIONS							
<u>June Primary</u>							
Officers of Election/Chief and Assistant	\$ 28,922	32,126	52,629	72,185	128,391	80,000	48,391
Officer of Election training	\$ 3,580	6,000					closer to prior yrs
Election supplies/expenses	\$ 27,819	29,944					avg-3 yr avg
December 2018 Special Election	\$ 11,864	-					plus Pres. primary
<u>June Primary</u>							
Officers of Election/Chief and Assistant	\$ 28,922	28,922					
Officer of Election training	\$ 3,580	3,580					
Election supplies/expenses	\$ 27,819	27,819					
	\$ 72,185	128,391					
3901 - TOWN ELECTIONS							
Advertising the Craigs ville Town Election							
Required by VA Code §24.2-415							
County Bills Town for Expense							
	\$ -	-	-	-	-	-	-
5201 - POSTAL SERVICES							
Proposed amount based on an average of							
	\$ 5,500	7,000					
prior year expenditures							
	\$ -	-					
Voting precinct move (201/801) Cost \$2530							
	\$ 5,500	7,000	5,500	5,500	7,000	6,500	500
							general cut

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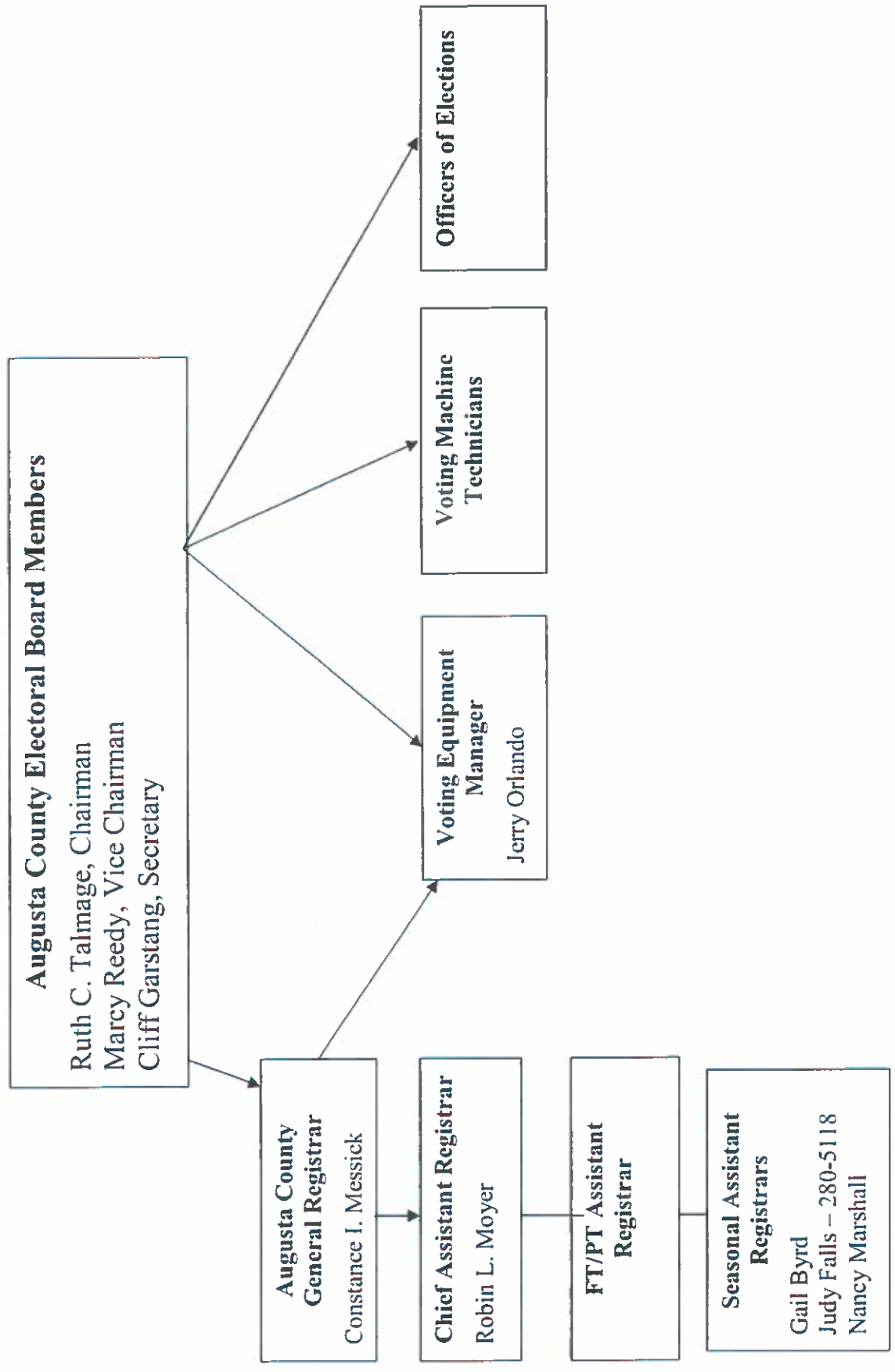
	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
<u>5203 - TELEPHONE SERVICES</u>							
	Proposed amount based on an average of	1,100	1,100	1,100	1,100	1,100	-
	prior year expenditures for office lines						
<u>5300 - INSURANCE - VOTING MACHINES</u>							
	Annual payment for insurance coverage on	350	350	285	350	350	-
	voting machines						
<u>5402 RENT OF VOTING PRECINCTS</u>							
	15 Precincts at \$100/each	1,400	1,400	1,400	1,400	1,400	-
<u>5501 - TRAVEL EXPENSES</u>							
	SBE Annual Training	2,092	2,092	2,092	2,092	2,092	
	(Required 24-2-106 & 114)						
	VEBA Annual Meeting	2,825	2,825	2,825	2,825	2,825	
	VRAV Annual Meeting	-	1,320	1,320	1,320	1,320	
	Unillect IEVS Training	-	-	-	-	-	
	Mileage Reimbursement - Electoral Board	2,200	2,200	2,200	2,200	2,200	
	Mileage Reimbursement - Chief	605	605	605	605	605	
	Mileage Reimbursement for Custodians	853	853	853	853	853	
	GR Meeting in Richmond - Oct 2015						
		8,575	7,000	7,000	9,895	8,395	1,500
							general cut

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	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	<u>18-19 Revised</u>	<u>FY19-20</u>	<u>FY 18-19</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>Recommends</u>	<u>Request to</u>
							<u>Recommends</u>
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 350	\$ 350	\$ 350	\$ 350	-
VA Electoral Board Association	\$ 180	\$ 180					
VA Registrars Association of VA	\$ 170	\$ 170					
2018/2018 Due By 6/25	\$ 350	\$ 350					
<u>6001 - OFFICE SUPPLIES</u>			\$ 5,000	\$ 5,000	\$ 6,000	\$ 5,000	1,000
Proposed amount based on an average of							general cut
prior year expenditures	\$ 5,000	\$ 6,000					
Voting precinct move (602) voter	\$ -	\$ -					
card envelopes	\$ 5,000	\$ 6,000					
<u>6007 - REPAIRS & MAINTENANCE - VOTING MACHINES</u>		\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	-
<u>6028 - BALLOTS & VOTING MACHINE SUPPLIES</u>			\$ 22,307	\$ 22,307	\$ 22,927	\$ 20,927	2,000
Voting machine/EPB supplies	\$ 2,202	\$ 2,202					general
Election supplies	\$ 20,105	\$ 20,725					
	\$ 22,307	\$ 22,927					
<u>8002 - FURNITURE & EQUIPMENT</u>			\$ -	\$ 600	\$ 2,100	\$ -	2,100
Desk Replacement	\$ 1,500						chairs to revised
Chairs	\$ 600						desk from surplus
	\$ 2,100						
Department Total:	\$ 161,853	\$ 181,669	\$ 262,115	\$ 201,624	\$ 60,491		
Payroll Total:	\$ 159,820	\$ 161,073	\$ 164,423	\$ 165,086	\$ (663)		
Grand Total:	\$ 321,673	\$ 342,742	\$ 426,538	\$ 366,710	\$ 59,828		

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**BOARD OF ELECTIONS
ORGANIZATIONAL CHART FY 2019-2020**



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	# by 1/31/19		m/b lower		Disability 0.59%	WC (2700) 10% Incr
					Hosp (2300) \$8,230	Original 1.31% FY18	GL (2400) 1.31%	WC (2700) 10% Incr		
13010 Messick, Constance I. 3% increase		55,959.00 1,678.77	4,280.86 128.43	5,276.93 158.31	8,230.00	8,230.00	733.06	21.99		1.62
13010 Moyer, Robin	14	29,983.00	2,293.70	2,827.40	8,230.00	8,230.00	392.78	176.90		
13010		87,620.77	6,702.99	8,262.64	16,460.00	16,460.00	1,147.83	176.90		158.66
13010-1300 P/T		30,646.00	2,344.42							
13010-1600 Comp of Members		10,742.00	821.76							
			9,869.17	8,262.64	16,460.00	16,460.00	1,147.83	176.90		160.28

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Circuit Court

Department Overview:

The Circuit Court is the trial court with the broadest powers in Virginia. The Circuit Court handles all civil cases with claims of more than \$25,000. It shares authority with the general district courts to hear matters involving disputes between \$4,500 and \$25,000. The Circuit Court has the authority to hear serious criminal cases, called felonies.

The Circuit Court also handles family matters, including divorce. In addition, the Circuit Court hears cases appealed from the General District Court and from the Juvenile and Domestic Relations District Court. There is a Circuit Court in each city and county in Virginia.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 – 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$165,930	\$176,615	\$171,607	\$160,992	-8.8%
Operating	10,251	12,450	13,450	11,950	-4%
Total	\$176,181	\$189,065	\$185,057	\$172,942	-8.5%

***Change in personnel costs are due to staff retirement.

**21010 - CIRCUIT COURT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ 3,000 \$	4,000 \$	4,000 \$	3,500 \$	500 general cut
<u>3200 - COMPENSATION - JURORS & WITNESSES</u>						
Per diem for jurors and witnesses						
		\$ 3,500 \$	3,500 \$	3,500 \$	3,000 \$	500 general cut
<u>3201 - COMPENSATION OF JURY COMMISSIONERS</u>						
Per diem for jury commissioners						
		\$ - \$	- \$	- \$	- \$	-
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>						
Minor repairs to office equipment						
		\$ - \$	- \$	- \$	- \$	-
<u>5201 - POSTAL SERVICES</u>						
General office mailings, overnight deliveries Moved to clerks line item						
		\$ 900 \$	900 \$	900 \$	900 \$	-
<u>5203 - TELEPHONE SERVICES</u>						
Land lines, long distance, switchboard						
		\$ 1,550 \$	1,550 \$	1,550 \$	1,550 \$	-
<u>5801 - DUES & SUBSCRIPTIONS</u>						
VA Lawyers, Lexis Nexis, West Addition of juror management system						
		\$ 3,500 \$	3,500 \$	3,500 \$	3,000 \$	500 general cut
<u>6001 - OFFICE SUPPLIES</u>						

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Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend

General office supplies, including
copier charges

Department Total:	\$	12,450	\$	13,450	\$	13,450	\$	11,950	\$	1,500
Payroll Total:	\$	176,615	\$	171,607	\$	165,435	\$	160,992	\$	4,443
Grand Total:	\$	189,065	\$	185,057	\$	178,885	\$	172,942	\$	5,943

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Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	Original # by 1/31/19	m/b lower 1.31% FY18 GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
Circuit Court Judge									
21010 New Position		36,888.00	2,821.93	3,478.54	8,230.00	8,230.00	483.23	217.64	
21010 Simmons, Ashleigh H		37,526.00	2,870.74	3,538.70	8,230.00	8,230.00	491.59		
21010 Huyett, Ian Burton		40,233.00	3,077.82	3,793.97	8,230.00	8,230.00	527.05	237.37	
		114,647.00	8,770.50	10,811.21	24,690.00	24,690.00	1,501.88	455.01	115.61

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General District Court

Department Overview:

There are 3 "departments" within each General District Court:

Civil: The general district court decides civil suits involving amounts of money up to \$25,000. There are 3 different suits that an individual may file, which are, Warrant in Debt (suits for money), Warrant in Detinue (suit for items), and Unlawful Detainer (suit for unpaid rent/eviction of property).

Criminal: The general district court decides cases in which a person is charged with a misdemeanor. A misdemeanor is any charge which carries a penalty of no more than one year in jail or a fine of up to \$2,500 or both. The general district court also holds preliminary hearings in felony cases. Preliminary hearings in felony cases are held to determine whether there is probable cause to believe the defendant committed the offense in order to justify holding the defendant for a grand jury hearing. The grand jury determines whether the accused will be indicted and held for trial by the circuit court.

Traffic: The general district court hears cases in which a person is charged with a traffic offense. Most traffic offenses are traffic infractions, which are generally punishable by a fine of not more than \$250. A person may also have a misdemeanor traffic offense which, just like a criminal misdemeanor charge, may carry a penalty of no more than one year in jail or a fine of up to \$2,500 or both.

Strategic Goals and Objectives:

- Continue high level of customer service
- Ongoing training of all employees on-site as well as off-site when offered by Supreme Court
- Continued training for all employees via online courses as they become available via Supreme Courts web-ex system

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$10,750	\$7,300	\$7,500	\$7,500	2.7%

Service and Performance Measures:

Item	FY2017-2018 Actual	FY2018-2019 Estimated
Civil Cases	2,547	3,000
Criminal Cases	2,794	3,000
Traffic Cases	13,494	14,000

Accomplishments:

- Continued enhancements on E-summons with Augusta County Sheriff's Office
- From January 1, 2018 to December 31, 2018 this department collected over \$634,978.24 in fines and fees for Augusta County alone
- Implementing the GCMS program for data entry and fine collections (per Supreme Court-all GD courts should have the new system by the end of 2019)
- Employees continue to provide outstanding service to the public as well as other agencies while remaining understaffed. According to the latest staffing study model we are operating at 90% staff (currently have 6 employees-according to staffing study, we should have 6.6)

Contact Information:

Christy Hostetter, Clerk of Court

**Location: Augusta County General District Court
6 East Johnson Street, Second Floor
Staunton, VA 24401**

Phone: (540) 245-5300

Fax: (540) 245-5365

E-mail: chostetter@vacourts.gov

**21020 - GENERAL DISTRICT COURT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommend
<u>110 - Salary & Wage Supplement</u>			\$ -	\$ -	\$ 21,167	\$ -	\$ 21,167
3% Salary Supplement	\$ -	\$ 6,167					Cut Temp Employee
Temporary Employee Funds	\$ -	\$ 15,000					Supplement
		\$21,167					
<u>5203 - TELEPHONE SERVICES</u>			\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
Cost of office lines, fax	\$ -	\$ -					
<u>5501 - TRAVEL EXPENSES</u>			\$ 200	\$ 200	\$ 2,000	\$ 500	\$ 1,500
Conference travel	\$ -	\$ -					general cut
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Dues for Judge	\$ -	\$ -					
<u>6001 - OFFICE SUPPLIES</u>			\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
Office supplies not covered by Supreme Court, shredding services	\$ -	\$ -					
<u>8002 - FURNITURE & EQUIPMENT</u>			\$ 600	\$ 800	\$ 1,000	\$ 500	\$ 500
	\$ 600	\$ -					to purchase small table & podium revised funds
Department Total:	\$ -	\$ -	\$ 7,300	\$ 7,500	\$ 9,500	\$ 7,500	\$ 2,000
Payroll Total:	\$ -	\$ -	\$ -	\$ -	\$ 21,167	\$ -	\$ 21,167
Grand Total:	\$ -	\$ -	\$ 7,300	\$ 7,500	\$ 30,667	\$ 7,500	\$ 23,167

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Office of the Magistrate Region II, 25th Judicial District

Department Overview:

A Magistrate is an independent judicial officer who has the authority to issue arrest warrants or summonses, upon review of complaints of criminal conduct and a finding of probable cause. A magistrate also has the authority to issue temporary protection, custody, and detention orders. Twelve full-time magistrates serve the twelve jurisdictions within the 25th Judicial District. In addition to video conferencing facilities in Buena Vista, Clifton Forge, Monterey, New Castle, Staunton, Waynesboro, there are staffed magistrate's offices in Covington, Fincastle, Lexington, Verona, and Warm Springs. In Augusta County, law enforcement agencies and County residents are primarily served by six full time Magistrates. These Magistrates include Lance Vest, Judith Owens, Kathleen Lee, Alison McCray, Eric Stephenson, and Jamie Long. These Magistrates work in one of two office locations, the first in located inside the Augusta County Sheriff's Department in Verona Virginia and the other at located inside Middle River Regional Jail.

The Chief Magistrate is the individual responsible for ensuring the appropriate delivery of magistrate's services in the 25th Judicial District. This post is currently filled by Chief Magistrate Robyn Wilhelm. The Chief Magistrate's responsibilities include the hiring, training, and administration of personnel, directing the operations of our staffed offices and ensuring the proper functioning of our video conferencing facilities, preparing and managing local budgets, responding to complaints, and maintaining effective relationships with members of the judiciary, law enforcement, and the public. In addition, the Chief Magistrate performs magistrate duties as needed.

Per a 1993 court order, "funding for the operation of the office of the Chief Magistrate is by contribution of the various jurisdictions within the 25th Judicial District collectively," to be administered by Augusta County. The 25th Judicial District is comprises of the Cities of Covington, Lexington, Staunton, Buena Vista, and Waynesboro and the Counties of Highland, Augusta, Rockbridge, Bath, Alleghany, Botetourt, and Craig. Va. Code §16.1-69.6. Funds budgeted for the Chief Magistrate's office provided for basic office supplies, equipment, legal reference materials, and because the Chief Magistrate is required to be accessible 24 hours a day, a smart phone. Separate state and local funds provide for the operation of the magistrate offices, like the office located at the Augusta County Sheriff's Office.

Budget Summary:

Item	FY 2017-2018 Expenditures	FY 2018-2019 Adopted	FY 2018-2019 Revised	FY 2019-2010 Recommended	% Change from FY2019
Operating	\$4,140	\$3,936	\$5,320	\$3,596	-8.6%

Contact Information:

Robyn Wilhelm, Chief Magistrate
Twenty-fifth Judicial District, Region II

Mail: P.O. Box 1088 Lexington VA 24450
Phone: (540) 430-2035 or (209) 815-4063
E-mail: rwilhelm@courts.state.va.us

**21030 - MAGISTRATE
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
<u>5201 - POSTAGE</u>	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
			\$ 50 \$	50 \$	56 \$	56 \$	56 \$
			\$ 2,000 \$	2,000 \$	2,000 \$	2,000 \$	2,000 \$
<u>5203 - TELEPHONE SERVICES</u>							
			\$ 200 \$	200 \$	200 \$	200 \$	200 \$
<u>5501 - TRAVEL & TRAINING</u>							
			\$ 116 \$	100 \$	116 \$	116 \$	116 \$
<u>5604 - PRO-RATA SHARE - CHIEF MAGISTRATE</u>							
			\$ 670 \$	670 \$	824 \$	824 \$	824 \$
<u>5801 - DUES & SUBSCRIPTIONS</u>							
			\$ - \$				
			\$ - \$				
			\$ 20				
			\$ 824				

Post office box in Verona.

Phone and fax lines.
Includes lines for video conferencing.

Continuing education expenses for magistrates.

Augusta County's portion of funding the operation of Chief Magistrate's office.

6 memberships in the VA Magistrates' Association.
2 copies of Bacigal's VA Criminal Offenses and Defenses, 2019-2020 Edition. (Price expected to increase to \$327/copy).
2 mini code books (one for each office)

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Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 400	400	500	400	100
						general cut

Non-consumables such as light bulbs, mouse pads, phone cords, paper products, hand sanitizer, etc. State funds cannot be used for such items.

8002 - FURNITURE & EQUIPMENT

Cost to replace fax, lamp(s), etc. as necessary.
 1 new desk chair and floor mat for MRRJ Office.
 Adjustable Laptop Cart and Office Chair

\$ -	\$ 400					
\$ -	\$ 800		1,900	1,400	-	1,400
\$ -	\$ 200					
\$ -	\$ 1,400					

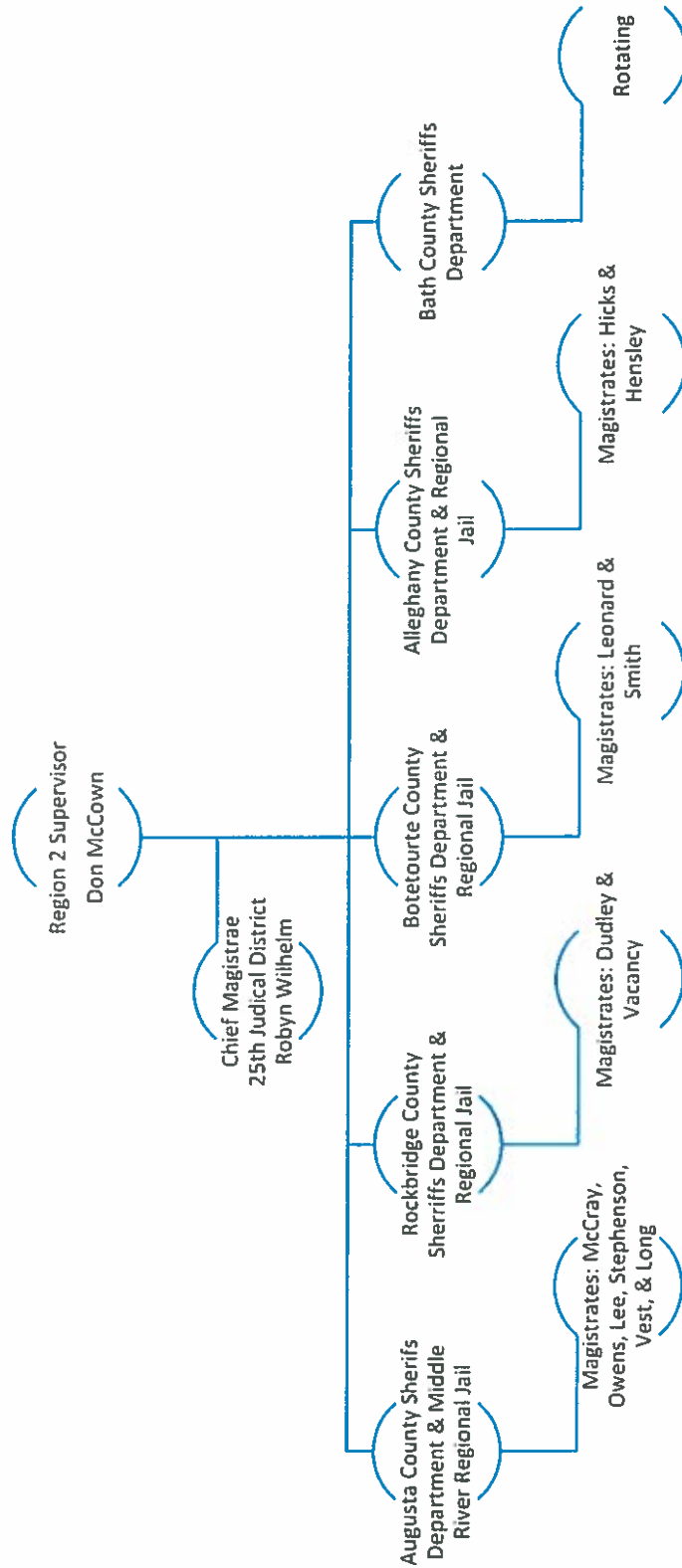
Department Total:	\$ 3,936	\$ 5,320	\$ 5,096	\$ 3,596	\$ 1,500
Payroll Total:	n/a	n/a	n/a	n/a	n/a
Grand Total:	\$ 3,936	\$ 5,320	\$ 5,096	\$ 3,596	\$ 1,500

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Office of the Magistrate

Region II, 25th Judicial District

Organizational Chart



Circuit Court Clerk

25th Judicial Circuit of Virginia

Department Overview:

The Circuit Court is the trial court with the broadest powers in Virginia. The Circuit Court handles all civil cases with claims of more than \$25,000. It shares authority with the general district court to hear matters involving disputes between \$4,500 and \$25,000. The Circuit Court has the authority to hear serious criminal cases known as felonies.

The Circuit Court also handles family matters, including divorce. In addition, the Circuit Court hears cases appealed from the General District Court and from the Juvenile and Domestic Relations District Court. There is a Circuit Court in each city and county in Virginia. Circuit Court Clerks are elected for 8-year terms.

In addition to Court duties, the Clerk serves as County Clerk, Deed Recorder, Probate Officer, and keeper of the county's historic records. The Augusta County Clerks' Office currently has a staff that includes the Clerk, one bookkeeper (deputy clerk) and nine deputy clerks, all of which are full time. We also employ part-time staff.

There are over 800 specific duties set out in the Code of Virginia that pertain to the clerks' office. A typical day in the office might include any of the following:

- making a copy of an historic will or other document
- issuing a concealed weapon permit
- issuing a marriage license
- probating a will
- recording a deed
- working criminal courtroom cases/jury trials
- working civil jury trials
- issuing juror summons
- Grand Jury Process every other month
- working with pro se litigants
- taking in payments from defendants for fines and costs
- assisting the public in researching records
- preparing criminal court orders
- recording judgments, financing statements, tradenames, etc.
- giving oaths of office to all elected officials, board members, etc.
- Receipting and distributing restitution payments to victims
- Monitor the financial accounts of all defendants working community service
- Scanning, indexing, filing cases Total caseload for initial filings of civil/criminal this fiscal year (July 17-June 18) was 4599. In addition to initial filings there were civil/criminal cases which were concluded during the fiscal year (July 17-June 18) totaling 4463.
- The clerk's office also serves as an information source for county citizens who have general legal and governmental questions, receiving more phone inquiries than any other county office.

The clerks' office provides and maintains an electronic search capability to view all record room and court documents. These records include deed and will records from 1745 to the present and are available in the office or on-line through a secure remote access to individuals and businesses, for a fee, at <http://www.augustaland.org>. Court records, from 1986 to the present, are also available on-line at www.courts.state.va.us/courts/circuit/Augusta/home.html. We offer e-filing of civil cases and e-recording of land records.

The Clerks' office collects fines, costs, taxes, and fees for both the Commonwealth of Virginia and the County of Augusta. Last fiscal year ending June 30, 2018, the office receipted \$5,561,080.73. Revenues and excess fees collected for Augusta County were \$883,868.61.

Strategic Goals and Objectives:

- Serve as the citizen’s representatives in the Virginia Judiciary
- Offer superior customer service to all of our citizens
- Continue to be on the “cutting edge” of technology in delivering our services to the public
- Keep an open dialogue for improvement and efficiencies with all Augusta County Government departments
- Maintain staff familiarity and cross training with the overall operations of the Clerk’s Office
- Keep lines of communication open among staff and Clerk
- Be diligent in sending all staff to Supreme Court sponsored training
- Create a Circuit Court website as a part of the Augusta County Government website
- Enroll with the VCCA and send to the Supreme Court OES for training additional Deputy Clerks for the Circuit Court Deputy Clerk Career Development Program.
- Continue to write grants to the Library of Virginia for restoration and digitalization of historic records (to date we have utilized \$611,895.23 in grant funds with an additional \$20,000 anticipated in FY19/20)

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$782,951	\$813,765	\$763,895	\$809,334	-0.5%
Operating	93,967	146,625	94,397	131,925	-10.0%
Total	\$876,918	\$960,390	\$858,292	\$941,259	-2.0%

***Change in operating is due to a decrease in State Library Grants

Service and Performance Measures:

Item	FY2018-2019 (Actual)	FY2019-2020 (Planned)
Criminal Cases Commenced	1588 *	2000
Civil Cases Commenced	876 *	1000
Wills/Estates Initiated	576 *	600
Judgments	2678	2740
Deeds Recorded	9991	10000
Financing Statements	148	150
Marriage Licenses	334	350
Notaries Qualified	170	180
Game Licenses	45	60
Concealed Handgun Permits	2135	2200
Passports	Ceased accepting passports 9/2016	
Restitution checks written**	904	1000
Juries Impanelled	8 (1 was 3-day)	10
Tradenames	361	380
Civil/CHPs *	3011	3500

**Total amount of Restitution owed to victims is monitored by our Clerk’s Office - \$2,101,829.26 (as of 12/31/18)

*CR cases with dispositions – 1554; Civil cases with dispositions 761; Wills do not include inventory/settlement filings

Accomplishments:

- Restoration of historical records through grants from the LVA and other funding totaling over \$611,895.23.
- Restoration of chancery records for the period 1802 through 1902 through LVA grants and federal funds. The end result of these restorations has provided online access for the public through the Library of Virginia website to these records.
- The scanning and formatting of all plats recorded in the Circuit Court Clerk's Office beginning in 1745 to the present. We are one of the few Courts in the State of Virginia that can boast of this service to the public which can be retrieved via Secure Remote Access and/or in the office locally through software on public terminals.
- Completely digitize our office for recordation and civil and criminal filings (went paperless on January 1, 2013)
- Provide public with online Secure Remote Access to land records and provide attorneys with Officer of the Court Remote Access to civil and criminal records
- Clerk completed all courses required to become a Certified Court Manager designation by the National Center for State Courts and a Master Circuit Court Clerk by the Virginia Court Clerk's Association
- Now accept credit card payments for all clerk's office transactions
- Enrolled selected deputy clerks with the Virginia Court Clerk's Association and encouraged selected deputy clerks to take the necessary courses to be designated as Master Circuit Court Deputy Clerk.
- Seven deputy clerks attained the Master Circuit Court Deputy Clerk
- Began e-filing of civil cases in July 2016
- Began e-recording of land records in January 2017
- Effective January 8, 2018 criminal payments may be made online
- Created a Clerk's Office website within the Augusta County Website
- Began accepting electronic filings from the Augusta County District Courts (preliminary hearings, etc.)

IN ADDITION TO THE ABOVE REVENUES AND EXCESS FEES DESCRIBED ON THE SEPARATE REVENUE REPORT, THE CLERK'S OFFICE IS RESOURCEFUL IN FUNDING ITS OPERATION WITHOUT RELYING ON THE LOCALITY'S FUNDING IN THE FOLLOWING WAYS:

1)PART-TIME SALARY REIMBURSEMENT FROM NON-REVERTING CLERK'S FEES

2)TECHNOLOGY TRUST FUND (provides funding for all technological aspects of the land record division of the office)

3)NON-REVERTING CLERK'S FEES FROM SECURE REMOTE ACCESS, OFFICER OF THE COURT REMOTE ACCESS, CREDIT CARD FEES ARE USED TO PURCHASE ALL TECHNOLOGICAL EQUIPMENT NEEDED FOR THE OPERATION OF THE OFFICE, LABOR OF RUNNING AND COST OF CAT 6 CABLING.

4)MACHINE RECORDING FEES: FROM THIS FUND WE HAVE BEEN ABLE TO PROVIDE UP TO DATE RECORDING EQUIPMENT, VIDEO EQUIPMENT (SMALL COURTROOM) AND A NEW SOUND SYSTEM IN THE TWO COURTROOMS. WE PAY FOR OUR ANNUAL MAINTENANCE CONTRACT FOR THE RECORDING EQUIPMENT FROM THIS FUND.

5) COURT REPORTER FEES WHICH COVERS SALARY/BENEFIT PACKAGE OF CHIEF DEPUTY CLERK AND SUPPLEMENTS FOR THREE ADDITIONAL DEPUTY CLERKS

THE CLERK'S OFFICE IS REQUIRED EVERY SIX MONTHS TO EVALUATE THE PURCHASES MADE, UPCOMING NEEDS AND IF THERE IS EXCESS FUNDS THAT WILL NOT BE USED, THE FUNDS ARE TO BE TURNED OVER TO THE STATE. CURRENTLY WE HAVE APPROXIMATELY \$13,820 AND PLAN TO USE THIS FOR POSSIBLE VIDEO EQUIPMENT IN THE LARGE COURTROOM.

IT MUST BE NOTED THAT THE LINE ITEM BUDGET AMOUNTS LISTED BELOW FOR THE CLERK'S OFFICE DOES NOT REFLECT REIMBURSEMENT TO THE COUNTY FROM CLERK'S OFFICE REVENUE SOURCES;

021060-6002 – TECHNOLOGY MAINTENANCE (COPY REIMBURSEMENT) \$45,000
021060-6014 - STATE LIBRARY GRANT - \$30,000
021060-9999 – TECHNOLOGY TRUST FUND - 40,000
021060-1100 - SALARIES AND WAGES - \$578,070 PLUS FICA, ETC.
OFFSET BY COMPENSATION BOARD SALARY REIMBURSEMENT
021060-1300 – PART TIME WAGES - \$34,945

Terms of Court and General Information:

- Terms begin, 4th Monday, Jan., Apr., July & Oct.
- Motion Day, 1st and 3rd Monday of each month, 9:00 a.m.
- Grand Juries meet the 4th Monday of January, March, May, July, September and November. Due to the Court's significant criminal caseload, Augusta County Circuit Court now requires a Grand Jury convene every other month. Within the January and July terms, the same Grand Jurors meet twice.
- Cases set by praecipe received by clerk 7-28 days prior to Motion Day.
- Court convenes 9:30 a.m.
- Commissioners in Chancery are utilized.
- Local rules adopted pursuant to Section 8.01-4.

Clerk

Hon. Carol M. Brydge
email: cbrydge@vacourts.gov
Hours
8:30 AM - 5:00 PM

Phone: 540/245-5321
Fax: 540/245-5318

Address P. O. Box 689
Augusta County Courthouse
1 East Johnson Street, Staunton, VA 24402

Judges

- Hon. W. Chapman Goodwin**
 - Hon. Anita Filson
 - Hon. Charles L. Ricketts, III *
- * Chief Judge
** Presiding Judge

**21060 - CLERK OF THE CIRCUIT COURT
BUDGET REQUEST**

	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin. Recommendations</u>	<u>Difference</u>
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
3121 - AUDITING - APA	\$	3,500 \$	3,500 \$	3,500 \$	3,500 \$	2,500 \$	1,000
The Clerk's Office is required by Va. Code Section 30-134 to be audited at least once in every two years;							
Last Audit performed through 9/2017							
5201 - POSTAGE SERVICES	\$	9,000 \$	9,000 \$	9,000 \$	9,200 \$	9,200 \$	-
<u>Although we electronically send all appeals to Court of Appeals and Supreme Court and lowered our postage budget for this reason, it has increased. Postage expenses include the two Judges as well as the Clerk's Office</u>							
5203 - TELEPHONE SERVICES	\$	12,000 \$	10,000 \$	12,600 \$	12,600 \$	12,600 \$	-
Land line and long distance long distance calls are kept at a minimum by staff							
5501 - TRAVEL EXPENSES	\$	3,000 \$	3,000 \$	2,500 \$	3,000 \$	2,500 \$	500
Circuit Court Clerks' Association Annual Meeting for Clerk and possibly one deputy clerk Includes Registration, Lodging and Travel Upcoming year in Abingdon, VA Misc expenses for re-certification training for Clerk general cut							

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
5801 - DUES & SUBSCRIPTIONS		\$ 625 \$	625 \$	625 \$	625 \$	625 \$	
							Request to Recommends

Circuit Court Clerks' Association dues for Clerk and Deputy Clerks

6001 - OFFICE SUPPLIES

Supplies for the normal operation of the Clerk's Office

\$ 5,000 \$	5,000 \$	5,000 \$	5,000 \$	5,000 \$	4,500 \$	500
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general cut

6002 - TECHNOLOGY MAINTENANCE

Per Va. Code Section 17.1-275.8, fund is used to support the cost of copies which includes the costs of lease and maintenance agreements for equipment and technology to operate electronic systems in the clerk's office used to make copies
OFFSET BY REVENUE

\$ 45,000 \$	45,000 \$	30,000 \$	45,000 \$	45,000 \$	45,000 \$	
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6014 - STATE LIBRARY GRANT

Grant Application to the LVA for conservation of our court records and purchase of plat cabinets for storage;
Grant Cycle is only funded annually (past was twice a year) Next grant cycle Fall 2019
Offset by revenue

\$ 15,000 \$	30,000 \$	10,072 \$	30,000 \$	15,000 \$	15,000 \$	
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8002 - FURNITURE & FIXTURES

We have staff in need of chairs. Most currently are sitting on chairs that are used or have been brought from personal residence (6 staff in need)

\$ 1,500 \$	500 \$	1,100 \$	500 \$	600 \$	\$	600
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chairs to revised

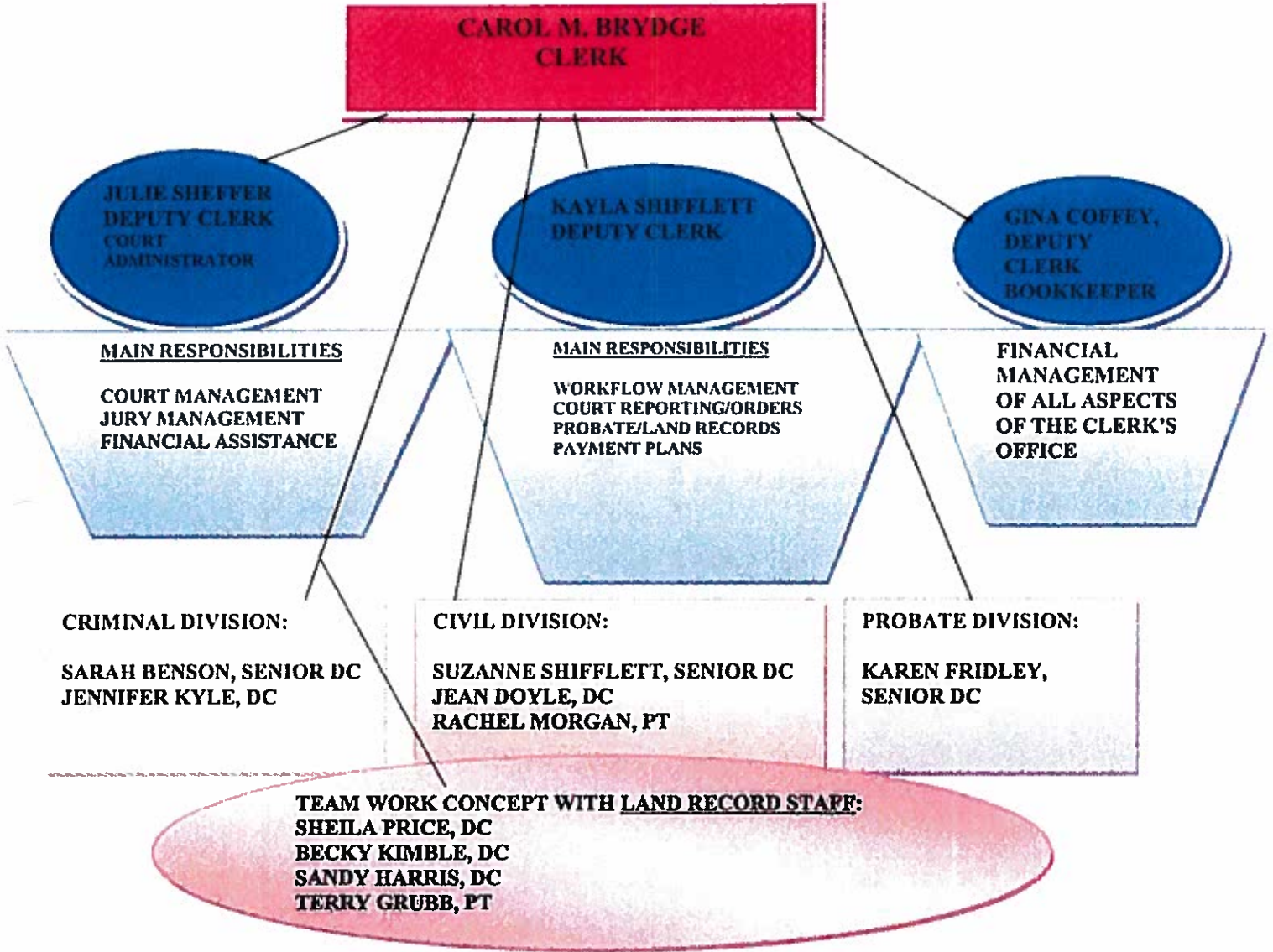
	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ 40,000	\$ 40,000	\$ 20,000	\$ 40,000	\$ 40,000	\$ -

9999 - TECHNOLOGY TRUST FUND

As per Va. Code Section 17.1-279, Fund is used to develop and update land record automation plans for clerk's office; implement plans to modernize land records; obtain and update information technology equipment; preserve, maintain and enhance court records (includes repairs, maintenance, consulting services, service contracts, redaction of SSNs and upgrades); improve public access to court records to include Secure Remote Access
 Offset by revenue

Department Total:	\$ 146,625	\$ 94,397	\$ 134,525	\$ 131,925	\$ 2,600
Payroll Total:	\$ 813,765	\$ 763,895	\$ 806,035	\$ 809,334	\$ (3,299)
Grand Total:	\$ 960,390	\$ 858,292	\$ 940,560	\$ 941,259	\$ (699)

AUGUSTA COUNTY CIRCUIT COURT CLERK'S OFFICE FLOW CHART EFFECTIVE SEPTEMBER 2018



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original \$8,230	GL (2400) 1.31% m/b lower 1.31% FY18	Disability 0.59%	WC (2700) 10% incr
21060 Brydge, Carol M.	1	137,992.00	10,556.39	13,012.65	8,230.00	1,807.70		
3% increase		4,139.76	316.69	390.38		54.23		3.99
Ellinger-Benson, Sarah A.	3	42,121.00	3,222.26	3,972.01	8,230.00	551.79		
Shifflett, Kayla D.	4	34,022.00	2,602.68	3,208.27	8,230.00	445.69	200.73	
Fridley, Karen K.	5	58,758.00	4,494.99	5,540.88	8,230.00	769.73		
Coffey, Gina	6	57,562.00	4,403.49	5,428.10	8,230.00	754.06		
Doyle, Jean W.	8	38,975.00	2,981.59	3,675.34	8,230.00	510.57		
Kimble, Rebecca	9	33,475.00	2,560.84	3,156.69	8,230.00	438.52	197.50	
Shifflett, Suzanne	10	36,002.00	2,754.15	3,394.99	8,230.00	471.63		3.23
Master Deputy		3,351.79	256.41	316.07		43.91		
Sheffer, Julie		52,330.00	4,003.25	4,934.72	8,230.00	685.52		3.05
Kyle, Jennifer		34,022.00	2,602.68	3,208.27	8,230.00	445.69		
Master Deputy		3,167.45	242.31	298.69		41.49		
Price, Sheila	2	34,599.00	2,646.82	3,262.69	8,230.00	453.25	204.13	
Master Deputy		3,221.17	246.42	303.76		42.20	19.00	3.11
Total 21060-1100		573,738.16	43,890.97	54,103.51	90,530.00	7,515.97	621.37	564.91
Total 21060-1300 P/T		35,642.00	2,726.61					
Total 21060-1301 P/T-Grant								
* Local Funded position			46,617.58					

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Commonwealth's Attorney

Department Mission

The mission of the Office of the Commonwealth's Attorney is to protect the safety of the community and the rights of its citizens by just enforcement of the law. In protecting the rights of the citizenry and the interests of the community, the office endeavors to exercise prosecutorial discretion in service of the law and not for factional purposes.

Department Overview

The Commonwealth Attorney's Office performs the following duties, services, and functions:

- Preparation and presentation of all indictments to Augusta County Grand Juries (mandated by statute);
- Trial preparation which includes, but is not limited to, interviewing witnesses, preparing witnesses for trial, legal research, obtaining necessary legal documents for trials, etc.;
- Prosecution of all felonies in the Augusta County Circuit Court (mandated by statute);
- Prosecution of all felony preliminary hearings in the Augusta County General District Court (mandated by statute);
- Prosecution of all felonies in the Augusta County Juvenile and Domestic Relations District Court (mandated by statute);
- Prosecution of misdemeanor cases in the Augusta County General District Court, the Augusta County Juvenile and Domestic Relations District Court, and the Augusta County Circuit;
- Prosecution of all violations of CHINS orders (Child in Need of Supervision/Services) in Juvenile and Domestic Relations District Court;
- Preparation and filing of Briefs in Opposition to all criminal appeals filed with the Virginia Court of Appeals and the Virginia Supreme Court (mandated by statute);
- The filing of all forfeiture notices for property seized by local law-enforcement agencies and the handling of all forfeiture proceedings in the Augusta County Circuit Court (mandated by statute);
- Providing all required information to victims of crime (mandated by statute);
- Overseeing the daily operation of the Augusta County Victim/Witness Office and providing restitution orders to secure funds for victims of crimes;
- Providing conflict of interest opinions to any Augusta County employee or officer who may request one (mandated by statute);
- Providing legal advice to members of the Augusta County Sheriff's Department, troopers of the Virginia State Police, and other local law-enforcement agencies;
- Preparation of all necessary documents and orders for the extradition of defendants from other states (mandated by statute);
- Prosecution of all hearings involving the revocation of probation and/or suspended sentences;
- Appearance at bond hearings and detention hearings in all criminal and juvenile adjudication cases;
- Preparation of orders for the destruction of all unexecuted arrest warrants (mandated by statute); and
- Oversee and prepare all necessary budgetary paperwork and/or documentation required by the Compensation Board to ensure funding for the efficient operation of the Commonwealth's Attorney's Office;
- Coordinating the operation of the Augusta County Litter Control Program—a program founded and created by the Commonwealth's Attorney for the beautification of the County and alternative corrective sentencing for low-level offenders;
- Providing education/training to the community and partner organizations on various topics related to criminal prosecution (for example, instructing at the police academy, instructing at local area Sexual Assault Nurse Examiner training, etc.);
- Participating in the Therapeutic Docket and Drug Court Programs;

- Participating in the Staunton/Augusta/Waynesboro Multidisciplinary Task Force Against Child Abuse and participating in the forensic interviews of children at the Valley Children's Advocacy Center;
- Coordinating the Augusta/Staunton/Waynesboro Sexual Assault Response Team, which involves multijurisdictional collaboration to address sexual assault crimes and improve law enforcement response

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$861,963	\$902,575	\$882,546	\$914,209	1.3%
Operating	207,471	207,235	212,251	208,440	0.6%
Total	\$1,069,434	\$1,109,810	\$1,094,797	\$1,122,649	1.2%

Service and Performance Measures:

2017 # of Case Dispositions:

Case Category	# of Case Dispositions	# of Hearings ¹
Criminal (Felony/Misdemeanor)- District Court	4,748	7,315
Criminal (Felony/Misdemeanor)- J&DR Court	665	1,535
Juvenile Delinquency (Felony/Misdemeanor)-J&DR Court	190	565
CHINS/Truancy-J&DR Court	79	237
Criminal (Felony)-Circuit Court	1,321	3,981
Criminal (Misdemeanor & Other Criminal Related)- Circuit Court	157	471

Caseload Statistics have not been fully compiled for 2018, but tracking the numbers that are in, our caseloads increased significantly from 2017 to 2018. For example, as of November 2018, we have far surpassed the total number of case dispositions from 2017 in Circuit Court. The statistics as of November 2018 reflect a caseload increase of nearly 20 percent. As of November 2018, we have also already surpassed the total number of case dispositions from 2017 in General District Court. And as of October 2018 we had nearly matched the total number of case dispositions from 2017 and in some categories already surpassed the number of hearings in J&DR Court.

¹ The majority of cases require our appearance at multiple hearings before a final disposition. The General District and J&DR Courts provide exact statistics for how many hearings are held in each category. Because many of these cases (any case in which the defendant is not held pending trial) require a first appearance by the defendant in which we do not participate, I subtracted those first appearances so that the numbers above reflect the amount of hearings in which we participated. The Circuit Courts do not provide hearing statistics, so I calculated an average of approximately three hearings in Circuit Court per case.

Contact Information:

Timothy Martin, Commonwealth Attorney

Location: Office of the Commonwealth Attorney
6 East Johnson Street, 1st Floor District Building
Staunton, VA 24401

Phone: (540) 245-5313

Fax: (540) 245-5348

**22010 - COMMONWEALTH ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>							
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
			\$ 13,100	\$ 17,700	\$ 13,100	\$ 13,100	\$ -
	\$ 5,300	\$640					
	\$ 175	\$ 175					
	\$ 12,207	\$ 12,225					
	\$ 17,682	\$ 13,040					
			\$ 1,500	\$ 1,000	\$ 1,500	\$ 700	\$ 800
<u>5201 - POSTAL SERVICES</u>							general
General office mailings							
			\$ 6,200	\$ 5,500	\$ 6,200	\$ 6,200	\$ -
<u>5203 - TELEPHONE SERVICES</u>							
Costs of line per month, long distance, switchboard							
			\$ 5,200	\$ 5,816	\$ 6,200	\$ 5,700	\$ 500
				added 616 for travel award			general
<u>5501 - TRAVEL EXPENSES</u>							
Professional development for attorneys							

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
<u>5801 - DUES & SUBSCRIPTIONS</u>							
	\$	1,960 \$	4,600 \$	4,600 \$	6,210 \$	5,485 \$	725
VA State Bar & Section Dues (7 attorneys)	\$	1,960 \$					
Augusta Bar Association Dues (7 Att, \$40/ea)	\$	280 \$					
VACA Dues (7 Att, \$350/ea)	\$	2,100 \$					
National District Atty Assoc. (1-CWA, \$255, 6-Att, \$75/ea)	\$	- \$					
Notary (2 renewals, \$45/ea)	\$	90 \$					
New Position Request (Attorney)	\$	- \$					
	\$	4,430 \$	11,000 \$	12,000 \$	11,000 \$	11,000 \$	-
<u>6001 - OFFICE SUPPLIES</u>							
Copier charges							
Printing-letterhead, envelopes							
Misc. office supplies							
<u>6004 - Law Books</u>							
Lexis Nexis Monthly Digital Subscription	\$	- \$	6,600 \$	6,600 \$	6,800 \$	6,020 \$	780
Code Reference Books for Court	\$	- \$					
Law Books, West, etc.	\$	- \$					
New Position (Attorney)	\$	- \$					
(prior to FY16 allocated to office supplies)	\$	- \$					
	\$	- \$	79,000 \$	79,000 \$	79,000 \$	79,000 \$	-
<u>6017 - VICTIM/WITNESS GRANT</u>							
Fiscal year grant through Department of Criminal Justice Services							
Funds Victim Witness position and part-time help							
Grant revenue covers majority of position							
Calendar year 2016 grant increased and will offset additional payroll expenses							

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
						FY 19-20	Recommendations

6018 - DOMESTIC VIOLENCE GRANT

Calendar year grant through Department of Criminal Justice Services
 Funds Domestic Violence position
 Grant revenue covers majority of position
 Staunton funds \$7,000 local match

\$	53,800	\$	53,800	\$	53,800	\$	53,800
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6019 - SANE GRANT

Calendar year grant through Department of Criminal Justice Services
 Funds grant administrator, nurse training
 Grant revenue covers majority of position

\$	15,235	\$	15,235	\$	15,235	\$	15,235
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6025 - Litter Control Program

Gas/Routine Maintenance for Van (\$50/mon)
 Equipment replacement (gloves, pickers, first aid)

\$	-	\$	-	\$	1,200	\$	1,200
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\$	-	\$	900
\$	-	\$	300
\$	-	\$	-
\$	-	\$	-
\$	-	\$	-
\$	-	\$	1,200

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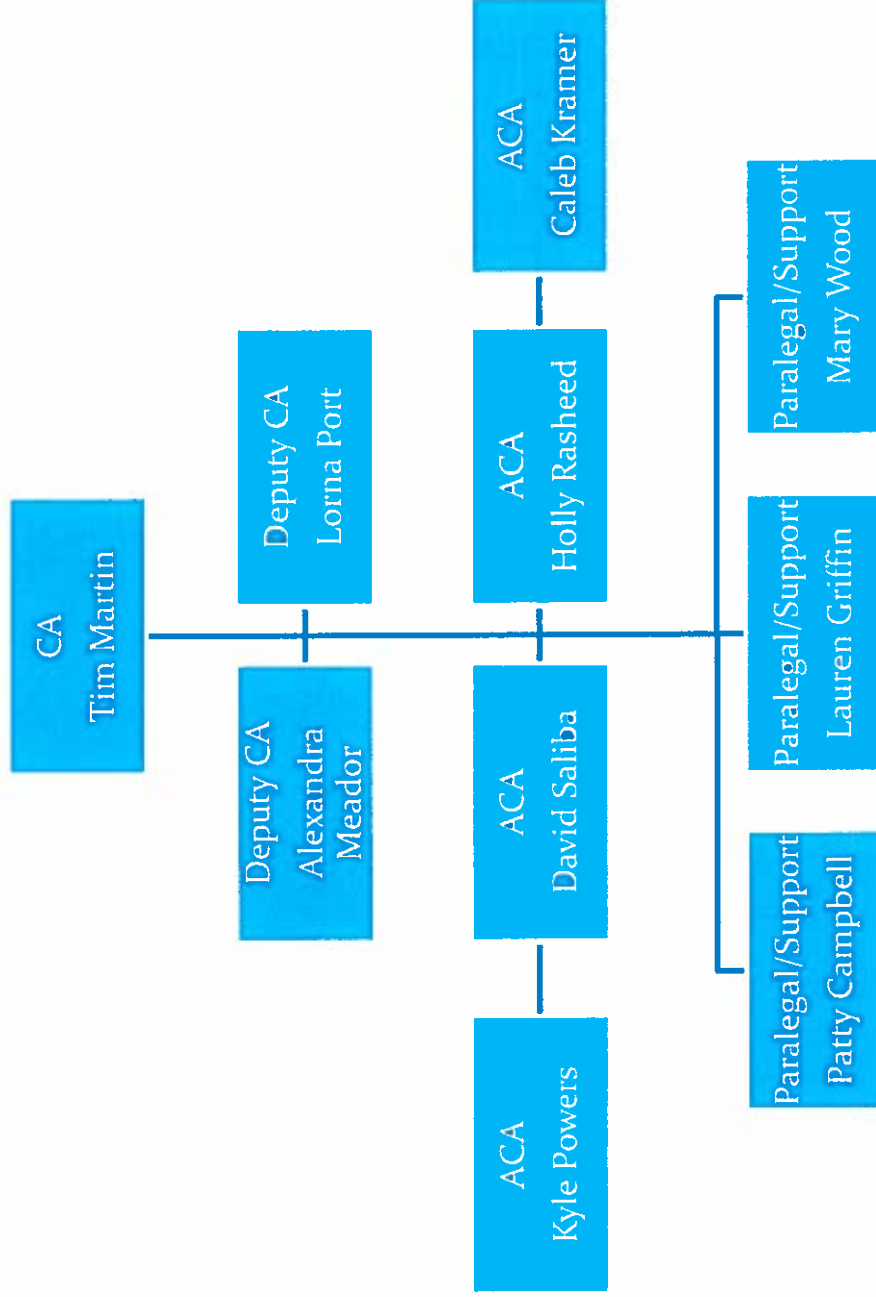
	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations
8002 - FURNITURE & EQUIPMENT							
			\$ 1,000	1,000	6,200	1,000	5,200
							New position req. x2
Replacement Furniture and Equipment		\$1,000					
New Position Request (Attorney)	\$ -						
Computer/Monitors/Software, etc.	\$ -	\$ 1,800					
Desk/Chair	\$ -	\$ 800					
	\$ -	\$ -					
New Position Request (Paralegal)		\$ 1,800					
Computer/Monitors/Software, etc.	\$ -	\$ 800					
Desk/Chair	\$ -	\$ 6,200					
	\$ -	\$ -	\$ 10,000	10,000	10,000	10,000	-
8005 - DEPRECIATION SOFTWARE							
Sungard software move to Capital							
			\$ 207,235	212,251	216,445	208,440	8,005
			\$ 902,575	882,546	1,041,755	914,209	127,546
			\$ 1,109,810	1,094,797	1,258,200	1,122,649	135,551
							CUT
							Attorney & Paralegal
							8,005
							127,546
							135,551

Department Total: \$ 207,235 \$ 212,251 \$ 216,445 \$ 208,440 \$ 8,005

Payroll Total: \$ 902,575 \$ 882,546 \$ 1,041,755 \$ 914,209 \$ 127,546

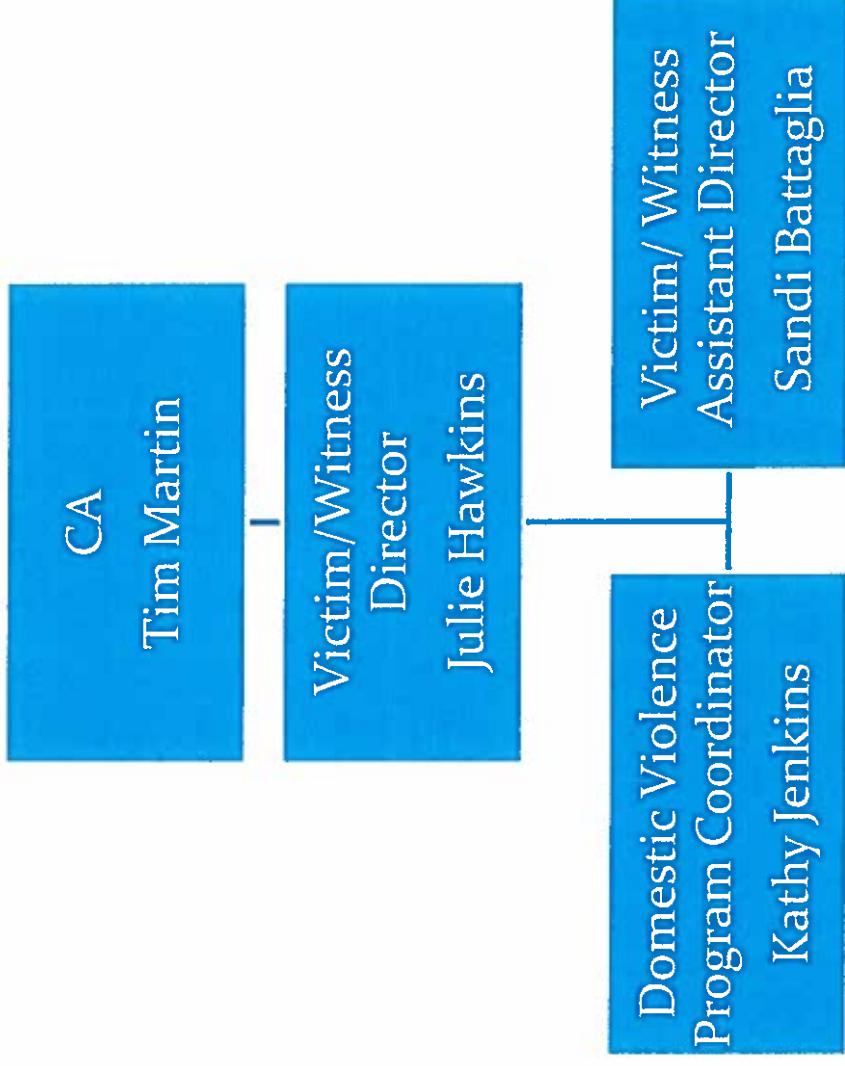
Grand Total: \$ 1,109,810 \$ 1,094,797 \$ 1,258,200 \$ 1,122,649 \$ 135,551

Commonwealth's Attorney's Office



Victim/Witness Office

(Within the Commonwealth's Attorney's Office)*



*The Victim/Witness Office works with all members of the CWA office. It is a semi-separate entity that works to support the cases and meet other victim/witness needs.

Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original \$8,230	GL (2400) 1.31% F'18 m/b lower	Disability 0.59%	WC (2700) 10% Incr
22010 Saliba, David Samir	1	61,038.00	4,669.41	5,755.88	8,230.00	799.60		
Campbell, Patty B.	3	45,362.00	3,470.19	4,277.64	8,230.00	594.24		
Martin, Timothy *	2	135,449.00	10,361.85	12,772.84	8,230.00	1,774.38		
3% increase		4,063.47	310.86	383.19		53.23		3.92
Griffin, Lauren L	6	37,526.00	2,870.74	3,538.70	8,230.00	491.59		
Powers, Kyle	7	62,565.00	4,786.22	5,899.88	8,230.00	819.60	369.13	
Kramer, Caleb	9	61,038.00	4,669.41	5,755.88	8,230.00	799.60	360.12	
Rasheed, Holly M.	10	62,565.00	4,786.22	5,899.88	8,230.00	819.60	369.13	
Meador, Alexandra *	8	72,100.00	5,515.65	6,799.03	8,230.00	944.51	425.39	
Wood, Mary F.	11	37,526.00	2,870.74	3,538.70	8,230.00	491.59		
Port, Lorna *	4	72,100.00	5,515.65	6,799.03	8,230.00	944.51	425.39	
Battaglia, Sandi	5	42,024.00	3,214.84	3,962.86	8,230.00	550.51	247.94	
Total 22010-1100		693,356.47	53,041.77	65,383.52	90,530.00	9,082.97	2,197.11	617.43

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Sheriff

Mission:

The mission of the Augusta County Sheriff's Office is to provide the highest level of effective, efficient and proactive law enforcement services available to all who live in or travel through Augusta County without regard to race, ethnicity or religion. The paramount goal in doing so shall be to make Augusta County a place where people can live and visit without any fear for the safety or wellbeing of themselves, their family, or their property. Dedication, loyalty, integrity, and justice shall be the hallmarks of our effort and a quality of life enjoyed by the public, unfettered by crime, shall serve as the benchmark of our success.

Department Overview:

The Augusta County Sheriff's Office consists of 79 sworn deputies. Those 74 full time and 5 part-time County funded sworn officers serve in Patrol, Traffic, Investigations, Civil Process, Courts, School Resource, Crime Prevention, Warrant Squad and Administrative Divisions. Augusta County Sheriff's Office support staff totals eleven employees. These eleven, include an Administrative Assistant, Information and Technology Coordinator, an Office Manager and seven services support personnel.

Patrol Division

The Patrol Division is the backbone of the Department's traffic enforcement efforts and with 38 assigned personnel and 1 Division Commander, the division not only answers calls for service and investigates all manner of criminal complaints, they also contribute the lion's share of effort that is directed by the Department in the area of traffic enforcement. Each year, manpower fluctuates and the demands of the division's resources are stretched, but the division manages to successfully combat all types of violations.

The Division is divided into 4 rotating shifts that work 12 Hour tours of duty and Patrol Shifts are assisted by the Power Shift at peak busy hours. Patrol shifts are commanded by First Sergeants. The Division is commanded by Lieutenant Gary Taylor and in 2018 the Division completed 3,828 Crime Incident Reports, they made 3,294 arrests and wrote 5,809 traffic summonses.

Court Services Division

The Augusta County Sheriff's Office Court Services Division currently consists of First Sergeant Jerry Shifflett and 6 Bailiff's. The Division provides court security in three county courts and is responsible for transporting prisoners to and from the court complex. In 2018, the Division screened 78,624 court complex visitors and served 4,280 total civil papers. They also completed 280 jail transports, and they handled 1,548 inmates. Additionally, the Court Security Division made 50 arrests, processed 23 individuals, and conducted 49 security escorts to parking areas.

Total Days in session:

Circuit Court – 275
Juvenile and Domestic Relations – 243
General District Court – 160

Civil Process Division

The Augusta County Sheriff's Office Civil Process Division consists of Cpl. Jeff Dietz and 3 fulltime deputies. In 2018 the Civil Process Division served 22,923 pieces of civil process of all types. The civil division answered 779 calls for service in 2018. Of the 779 calls for service answered, they were primary responders on 468 calls.

Investigative Division

The Augusta County Sheriff's Office Criminal Investigations Division is commanded by Lt. Caleb Spence and consists of a Sergeant and five investigators in General Investigations. Investigators are on call for all manner of criminal

investigations and in 2018, they wrote 367 initial reports and handled 504 assigned cases. Additionally Investigators responded to 911 calls on 662 occasions, and backed up other deputies 337 times in 2018.

Investigators fielded numerous interagency referrals in 2018:

Child Protective Services Referrals: 131
 Adult Protective Services Referrals: 132

Support Services

In 2018, our agency processed over 90 post-arrest DNA samples and 1,840 concealed weapons permit applications and renewals. Additionally, 176 citizens were fingerprinted for employment and background checks. We also processed 186 rescue volunteers and individuals for the Fire Department and local EMS services.

School Resource Division

The Augusta County Sheriff's Office School Resource Division is commanded by Sgt. James Snyder and he oversees four School Resource Officers. These deputies provide police services at all of the County's High Schools, Middle Schools and Elementary Schools, during school hours and at after-hours events. During 2018, the School Resource Division completed 174 crime incident reports.

Warrant Squad

The Augusta County Sheriff's Office implemented a Warrant Squad in 2018; the unit consists of a Sergeant and three deputies. During 2018, this unit served 1602 arrest warrants (458 custodial arrests) and served 303 Protective Orders. The unit also completed 70 prisoner transports, and completed 44 crime incident reports. In 2018, the warrant squad generated 1,212 total calls for service, and backed up other deputies on 457 occasions.

Strategic Goals and Objectives:

The role of the Augusta County Sheriff's Office is to enforce the law in a fair and impartial manner, recognizing both the statutory and judicial limitations of its authority and the constitutional rights of all individuals.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$5,438,880	\$5,749,302	\$5,798,452	\$6,082,900	5.8%
Operating	1,033,360	1,107,001	1,167,337	1,136,185	2.6%
Total	\$6,472,240	\$6,856,303	\$6,965,789	\$7,219,085	5.3%

***Change in personnel is due to allocation of cost of living and merit raise increases.

Service and Performance Measures:

Item	2016	2017	2018
Civil Process Served	20,297	22,238	22,923
Total Crime Incident Reports	3,465	3,846	3,828
Criminal Warrants Served	4,343	3,668	4,896
Protective Orders Served	1,336	1,145	1,351
Child Protective Orders Served	265	408	351
Capias Served	1,379	1,472	1,820
Emergency Custody Orders	165	192	193
Temporary Detention Orders	182	278	226
Juvenile Detention Orders	31	23	41
Criminal Summons	254	242	411
Traffic Charges	3,147	5,717	5,809
DUI Arrests	53	53	52

Accomplishments:

- **TRAFFIC SAFETY ENFORCEMENT AWARDS**
 - 2018 Occupant Protection Award – Sgt. Aaron Will, 59 Citations
 - 2018 DUI Enforcement Award – Cpl. Will Elliot, Cpl. Vincent
 - 2018 Speed Enforcement Award – Sgt. Aaron Will, 810 Citations

Contact Information:

Donald L. Smith, Sheriff

Location: Augusta County Sheriff's Office
127 Lee Hwy, P.O. Box 860
Verona, VA 24482

Phone: (540) 245-5333

Fax: (540) 245-5330

31020 - SHERIFF BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
<u>3110 - PHYSICALS</u>							
Drug testing (mandatory new hire, random current employees)							
Medical Evaluations, TB shots		\$10,000					
				6,000 \$	10,000 \$	2,000 \$	8,000 general
<u>3202 - PROFESSIONAL SERVICES</u>							
Medical Examiner	\$ 2,000 \$	2,000					
Medical Director (OMD)	\$ 1,500 \$	1,500					
Interpreters	\$ 500 \$	500					
Transcripts for court	\$ 1,500 \$	1,500					
	\$ 5,500 \$	5,500		6,000 \$	5,500 \$	3,500 \$	2,000 general
				4,500 \$			
				6,000 \$			
				107,600 \$	111,050 \$	101,050 \$	10,000 general
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>							
OSS Tech Support	\$ 60,000 \$	60,000					
Motorola Maintenance Support	\$ 3,500 \$	3,500					
RMS Server & Domain Controller	\$ 1,400 \$	1,400					
Guidance Software Support	\$ 1,000 \$	1,000					
Dictaphone Lease	\$ - \$	-					
Avid Express Video Forensic Support	\$ 1,300 \$	1,300					
Cellebrite Cell Phone Forensics Suite	\$ 6,000 \$	6,100					
LPR Operation Costs	\$ 700 \$	2,600					
Live Scan Maintenance	\$ 4,000 \$	4,000					
Technologies GPS	\$ 3,000 \$	3,000					
In-Car Maintenance & Repair	\$ 1,000 \$	1,000					
Telephone Maintenance	\$ 1,050 \$	1,500					
Leads Online Pawn Broker Transactions	\$ 4,500 \$	4,500					
Encase V7 Software Support	\$ 600 \$	600					
OpenFox Messenger Maintenance	\$ 550 \$	550					
AED MOU Contract with Augusta Health	\$ 3,000 \$	3,000					
ID Networks Software/Printer Maint.	\$ 2,000 \$	2,000					
Lexipol (Approved by BOS)	\$ 14,000 \$	15,000					
	\$ 107,600 \$	111,050					

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	Detail	18-19 Revised	Detail	FY19-20	Original	Revised	Request	Co. Admin	Difference
					FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
								FY 19-20	Recommends
<u>3321 - RADIO MAINTENANCE CONTRACT</u>									
	Mobile & Portable High & Low Bands (12 Radios)	\$	3,000 \$	38,500	\$	5,000 \$	41,000 \$	5,000 \$	36,000
	Radio Repair	\$	2,000 \$	2,000					radios
	Portable UHF Radio Batteries (110)	\$	- \$	-					
	Motorola CDM750 Low Band Radios	\$	- \$	-					
	Flexible ear inserts, lapel mic, radio kits (courts)	\$	500 \$	500					
		\$	5,500 \$	41,000					
<u>5201 - POSTAL SERVICES</u>									
	General office mail and overnight deliveries	\$		\$5,500	\$	4,000 \$	4,000 \$	5,500 \$	500
<u>5203 - TELEPHONE SERVICES</u>									
	Office Telephones	\$	18,000 \$	20,000					general
	Replacement Portable Telephone - Dispatch	\$	300 \$	-					
	Cellular Telephones	\$	42,150 \$	58,000					
	Fax Line for investigations and spare for dispatch	\$	- \$	-					
	New Jet Packs for 6 MDT's	\$	- \$	3,000					
	(per detail 39.99/month)	\$	- \$	3,000					
	Air cards for current MDT's (44)	\$	30,000 \$	22,000	\$	96,950 \$	111,000 \$	103,000 \$	8,000
		\$	90,450 \$	103,000					to actual detail
<u>5305 - MOTOR VEHICLE INSURANCE</u>									
	\$600 per vehicle plus trailers, etc.	\$	\$55,600	\$57,000	\$	55,600 \$	57,000 \$	57,000 \$	-
<u>5501 - TRAVEL & TRAINING</u>									
	National Safety Awards Conference	\$	- \$	-					
	SRO Specialized Training	\$	5,000 \$	5,000					
	EnCase Computer Forensic Training	\$	3,200 \$	3,200					
	OSSI Conference & Training	\$	3,500 \$	3,500					
	Narcotics Officer Training	\$	5,000 \$	5,000					
	Virginia Crime Prevention Conference	\$	800 \$	1,000					
	Accreditation Conference Training	\$	1,100 \$	1,500					
	Forensic Science Academy/Interview Schools	\$	6,000 \$	6,000					
	Forensic Science Academy Re-training	\$	1,700 \$	1,700					
	Crisis Negotiator Training	\$	4,000 \$	4,000					
		\$	48,000 \$	55,900	\$	58,000 \$	55,900 \$	45,900 \$	10,000
									general

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
Investigative Specialized Training	\$ 7,500 \$	7,500					
Advanced - Specialized Training for Patrol	\$ 6,500 \$	6,500					
Cellebrite Forensic Training	\$ 4,000 \$	4,000					
Police Fleet Expo W/ (2)	\$ 1,500 \$	1,500					
VALEAC Host for 50 people/quarter Accreditation Trng	\$ 600 \$	1,000					
Warrant Service Unit Specialized Training	\$ 2,000 \$	2,000					
Sungard One Solution Training	\$ 1,000 \$	1,000					
Chaplain Recertification & Training (2)	\$ 1,200 \$	1,500					
	\$ 54,600 \$	55,900					

5801 - DUES & SUBSCRIPTIONS

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
Virginia Sheriff's Association	\$ 3,700 \$	3,700					
FLSA Handbook	\$ 450 \$	500					
Regional Organized Crime Network	\$ 300 \$	300					
National Tactical Officers Team	\$ 300 \$	500					
V.A.L.E.C.O.	\$ 95 \$	100					
Virginia Crime Prevention Association	\$ 100 \$	100					
VALEAC Membership Dues	\$ 100 \$	100					
VALEAC Recertification (4 years)	\$ 900 \$	1,000					
VA Police K9 Association	\$ 120 \$	120					
National Assoc. of K-9 Handlers	\$ 100 \$	100					
Virginia Gang Investigators Association	\$ 20 \$	20					
VAGARA Archiver Dues	\$ 60 \$	60					
Virginia Forensic Association Dues	\$ 360 \$	360					
FBINAA Dues	\$ 125 \$	125					
LETS Covert Phone Technology System (Narcotics)	\$ - \$	6,500					
TLO	\$ - \$	2,200					
Skyline Taskforce	\$ 6,500 \$	3,000					
PIPI	\$ 1,400 \$	1,500					
Whooster	\$ 3,000 \$	400					
	\$ 17,630 \$	20,685					
			\$ 15,000 \$	\$ 15,000 \$	\$ 20,885 \$	\$ 20,385 \$	500
							FLSA Handbook HR has this

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
6001 - OFFICE SUPPLIES							
Traffic Summon's Paper	\$ 1,200	\$ 1,200	\$ 30,000	\$ 30,000	\$ 35,600	\$ 28,600	\$ 7,000
School Resource Audio/Visual Aides	\$ -	\$ -					general
Narcotics Unit Supplies	\$ -	\$ -					
Record Clerks Supplies	\$ 1,800	\$ 1,800					
Paper and Custom Printing	\$ 2,800	\$ 3,000					
Toner for Printers & Copiers	\$ 18,000	\$ 18,500					
Pens, Pencils, Files, Notepads, etc.	\$ 7,500	\$ 7,800					
Stationery	\$ 950	\$ 2,000					
Rugs in lobbies	\$ 1,300	\$ 1,300					
	\$ 33,550	\$ 35,600	\$ 6,000	\$ 6,000	\$ 9,200	\$ 7,200	\$ 2,000
6005 CRIME PREVENTION SUPPLIES							general
Educational Materials	\$ 5,000	\$ 5,000					
Handouts for Public Events	\$ 1,000	\$ 1,000					
National Night Out/Kids Matter Day/Child ID	\$ 2,000	\$ -					
Business & Neighborhood Watch Materials	\$ 800	\$ 1,200					
Program Supplies	\$ -	\$ 2,000					
	\$ 8,800	\$ 9,200	\$ 220,000	\$ 240,000	\$ 240,000	\$ 220,000	\$ 20,000
6008 - MOTOR VEHICLE FUEL							general
For fleet	\$220,000	\$237,500					
5 additional vehicles & \$3500 per year							
6009 - MOTOR VEHICLE MAINTENANCE & SUPPLIES							
For fleet	\$150,000	\$155,000	\$ 135,000	\$ 150,000	\$ 155,000	\$ 135,000	\$ 20,000
5 additional vehicles added to the fleet \$4000 per vehicle							general

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
6010 - POLICE SUPPLIES			\$ 68,650	\$ 68,650	\$ 71,450	\$ 63,450	\$ 8,000
Tow Bills	\$ 9,000	\$ 9,000					
Infection Control Gloves, Bags, etc	\$ 2,800	\$ 3,000					
Evidence Equip & Bar Code Maintenance	\$ 1,000	\$ 1,000					
Crime Scene Processing & Lab Equipment	\$ 8,000	\$ 8,000					
DVD Discs for Cameras	\$ 1,000	\$ 1,000					
Taser X-26 Batteries & Cartridges	\$ 4,200	\$ 10,700					
Alco Sensor Tubes	\$ 500	\$ 500					
Road Flares & Cones	\$ 4,000	\$ 4,000					
Restraints, OC Spray, Etc	\$ 2,000	\$ 2,000					
Transport belt restraints w/handcuffs & leg irons	\$ 1,500	\$ 1,500					
Project Lifesaver	\$ 4,000	\$ 4,500					
Evidence Room Carts	\$ -	\$ 2,000					
Taser Replacement & holsters	\$ 8,000	\$ 8,000					
Surveillance Camera's/Equip. Trail Cams	\$ 2,000	\$ 2,000					
Digital Camera parts & repairs	\$ 1,500	\$ 1,500					
XL Travel Mate Seat Cushions	\$ 700	\$ 1,000					
Court Metal Detector Enhanced HI-PE multi	\$ 4,300	\$ -					
Court Hind Held Metal Detector (Garrett)	\$ 250	\$ 250					
Evidence Room Supplies	\$ 1,500	\$ 1,500					
Garmin InReach Explorer	\$ 2,000	\$ 2,000					
Interview Room Upgrade Acoustic Ceiling (4)	\$ 8,000	\$ 8,000					
Nikon SLR Camera Kit for one Investigator	\$ -	\$ -					
	\$ 66,250	\$ 71,450					
6011 - WEARING APPAREL - UNIFORMS			\$ 91,500	\$ 91,500	\$ 84,500	\$ 80,500	\$ 4,000
Uniform Division	\$ 36,500	\$ 36,500					
Bullet Proof Vests	\$ 20,000	\$ 27,000					
Investigators	\$ 6,000	\$ 6,000					
School Resource Officers	\$ 3,000	\$ 3,000					
Shirts - Dispatchers & Secretaries	\$ 1,500	\$ 1,500					
Crisis Negotiators Weather Gear	\$ 500	\$ 500					
Narcotics Unit	\$ 2,500	\$ 2,500					
Traffic Vests & Gloves	\$ 1,000	\$ 1,500					
SWAT Vests	\$ 5,000	\$ 5,000					
Uniforms, boots & clothing for Warrant Service Unit	\$ 1,000	\$ 1,000					
	\$ 77,000	\$ 84,500					

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
							Recommendations
<u>6012 - RADAR EQUIPMENT</u>							
			\$ 17,100	\$ 17,100	\$ 37,100	\$ 17,100	20,000
Radar Replacement							6 radar units
							general
ProLaser (2)	\$ 8,500	\$ 16,500					
	\$ 4,600	\$ 4,600					
Radar Unit Repair & Calibration	\$ 14,000	\$ 15,000					
	\$ 27,100	\$ 36,100					
			\$ 35,481	\$ 35,481	\$ 46,500	\$ 41,500	5,000
							general
<u>6013 - AMMO RANGE SUPPLIES</u>							
Ammo	\$ 20,000	\$ 30,000					
Instructor Education	\$ 5,000	\$ 5,000					
Rapid Response to Active	\$ 3,000	\$ 3,000					
Shooter Training/Supplies	\$ 3,000	\$ 3,000					
Weapons Replacement	\$ 3,000	\$ 3,000					
Range Supplies	\$ 1,500	\$ 2,000					
Weapons Maintenance	\$ 1,000	\$ 1,000					
Range Maintenance Capital Fund	\$ -	\$ -					
	\$ 36,500	\$ 47,000					
			\$ 22,600	\$ 22,600	\$ 23,100	\$ 22,000	1,100
							general
<u>6014 - K-9 UNIT</u>							
Dog Food & Supplements	\$ 3,500	\$ 4,800					
K-9 & Handler Equipment	\$ 4,000	\$ 3,300					
Vet Care & Boarding	\$ 5,600	\$ 6,000					
Canine Replacement through Depreciation	\$ 7,500	\$ 7,500					
Handler Continuing Training	\$ 1,000	\$ 8,500					
GPS Tracking Collar	\$ 1,000	\$ 1,500					
	\$ 22,600	\$ 31,600					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
						FY 19-20	Recommends
6016 - TACTICAL UNIT EXPENSES							
Ammo	\$ 15,000	\$ 20,000	\$ 57,100	\$ 57,100	\$ 65,600	\$ 60,600	\$ 5,000
Launcher & Less Than Lethal Gas	\$ 3,000	\$ 3,000					
Training - Instructor Schools & Explosives	\$ 15,000	\$ 15,000					
Tactical Equipment	\$ 14,000	\$ 14,000					
Sniper Rifle maintenance on barrel	\$ -	\$ 1,500					
Explosive Permits	\$ 500	\$ 500					
Night Vision Yearly Rental	\$ 1,800	\$ 1,800					
Ballistic Helmets (asking for 3 this year)	\$ 4,800	\$ 4,800					
Crisis Negotiator Communication Upgrade	\$ 5,000	\$ 5,000					
	\$ 59,100	\$ 65,600					
			\$ 5,000	\$ 17,436	\$ 5,000	\$ 5,000	\$ -
6018 - PUBLIC SAFETY GRANTS							
Local match for grant obtained during year. FY14 includes JAG Grant, OOO JAG Grant, SPIF-SIG Grant and DMV Grant.	\$ 5,000	\$ 5,000					
			\$ 5,000	\$ 57,700	\$ 55,800	\$ 55,800	\$ -
7002 - CENTRAL SHEN. CRIMINAL JUSTICE CENT.							
Membership @ \$620 per Officer (86)	\$ 54,600	\$ 53,320					
Membership @ \$620 per Officer (5 PT)		\$ 3,100					
Membership @ \$620 per officer (15 Reserve)		\$ 9,300					
		\$ 65,720					
			\$ 17,220	\$ 17,220	\$ 164,200	\$ 56,100	\$ 108,100
8001 - EQUIPMENT - COMPUTER							
Computer Hardware & Software	\$ 6,000	\$ 6,000					
Net Motion Software for current MDT's (44)	\$ 5,200	\$ 5,200					
Advanced Authentication	\$ 720	\$ 1,600					
DVDs	\$ 1,000	\$ 1,000					
MDT Printer Paper (50 kits)	\$ 4,000	\$ 18,500					
Kustom Signal DVDs with Case	\$ 300	\$ 300					
Panasonic Toughbook (6)	\$ -	\$ 35,000					
Net Motion software/maintenance for (6 new units)	\$ 1,500	\$ 2,600					
Superior software for (6 new units)	\$ 15,254	\$ 9,000					
Hot Spots (6 new units)	\$ 4,900	\$ 3,000					
			\$ 17,220	\$ 17,220	\$ 164,200	\$ 56,100	\$ 108,100
							drone
							LRAD
							toughbooks

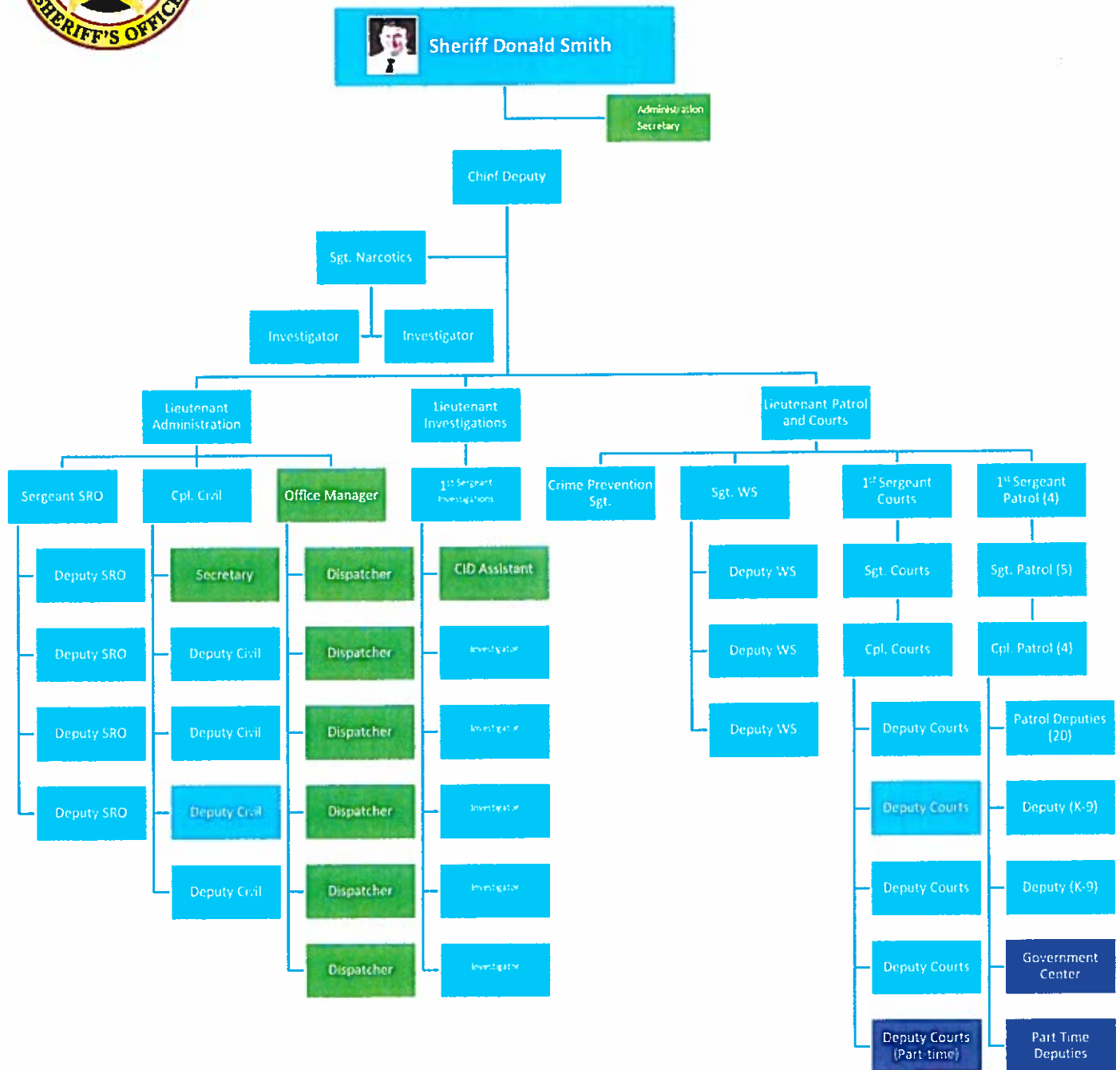
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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations
Printers & printing equipment (6 new units)	\$ -	\$ 3,000					
Docking station & mounting equipment (6 new units)	\$ -	\$ 7,000					
Installation of equipment (6 new units)	\$ 7,000	\$ 7,200					
Cellebrite Software (purchased FY19)	\$ 16,000	-					
LPR repair & upgrades	\$ 2,500	\$ 2,500					
LRAD	\$ -	\$ 48,100					
Search & Rescue/INV. Drone (cut FY19)	\$ 30,000	\$ 25,000					
	\$ 94,374	\$ 175,000					
			\$ 1,000	\$ 3,500	\$ 3,500	\$ 500	\$ 3,000
							general
							chairs to revised
8002 - FURNITURE & EQUIPMENT							
Replacement Office Chairs	\$ 2,500	\$ 2,500					
Maintenance on paper shredder in dispatch	\$ 1,000	\$ 1,000					
Paper Shredders	\$ -	\$ -					
	\$ 3,500	\$ 3,500					
Department Total:	\$ 1,107,001	\$ 1,167,337	\$ 1,167,337	\$ 1,414,385	\$ 1,136,185	\$ 278,200	
Payroll Total:	\$ 5,749,302	\$ 5,798,452	\$ 5,798,452	\$ 6,739,216	\$ 6,082,900	\$ 656,316	
Grand Total:	\$ 6,856,303	\$ 6,965,789	\$ 6,965,789	\$ 8,153,601	\$ 7,219,085	\$ 934,516	

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Augusta County Sheriff's Office Organizational Chart (2019)



Denotes Sworn
Denotes Civilian Position
Denotes Part Time Position

PMNAME	PMHRRT	An VI New VRS Salary	FICA	FICA (2100) 7.65%	VRS (2210) 9.43%	Original		Disability 0.59%	WC (2700) 10% Incr
						Hosp (2300) \$8,230	GL (2400) 1.31%		
					VRS	Hosp.	GL	Disability	WC
Sheriff's Office									
ARNOLD, DONALD E.	#	\$	61,390	4,696.34	5,789.08	\$8,230	\$804		
BIRD, PAUL QUILLING IV	#	\$	39,004	2,983.81	3,678.08	\$8,230	\$511		
BOSSERMAN, MATTHEW SCOTT	#	\$	38,625	2,954.81	3,642.34	\$8,230	\$506		
1-YEAR ANNIVERSARY		\$	3,296	252.17	310.84		\$43		
BOWERSOX, RENNIE D.	#	\$	49,671	3,799.81	4,683.95	\$8,230	\$651		
BREEDEN, WESLEY SCOTT	#	\$	48,604	3,718.18	4,583.32	\$8,230	\$637		
BROWN, BONNIE CHRISTINE	#	\$	30,482	2,331.86	2,874.44	\$8,230	\$399		
1-YEAR ANNIVERSARY		\$	2,838	217.11	267.62		\$37		
BROWNING, CHARLES D.	#	\$	48,794	3,732.74	4,601.27	\$8,230	\$639		
BRYANT, JESSE FALLS	#	\$	55,000	4,207.50	5,186.50	\$8,230	\$721		
1-YEAR ANNIVERSARY		\$	2,560	195.84	241.41		\$34		
BRYANT, LUKE HARRISON	#	\$	35,682	2,729.70	3,364.84	\$8,230	\$467		
1-YEAR ANNIVERSARY		\$	3,045	232.96	287.16		\$40		
BURGDORF, TABER DANIEL	#	\$	39,004	2,983.81	3,678.08	\$8,230	\$511		
CARROLL, MARK A.	#	\$	46,052	3,523.00	4,342.73	\$8,230	\$603		
CARTER, EDDIE L.	#	\$	60,534	4,630.86	5,708.37	\$8,230	\$793		
CARTER, MATTHEW ROSS	#	\$	55,886	4,275.26	5,270.03	\$8,230	\$732		
CASON, STEVEN A.	#	\$	55,513	4,246.74	5,234.86	\$8,230	\$727		
MASTER DEPUTY		\$	5,168	395.35	487.34		\$68		
CHANDLER, RYAN K	#	\$	46,900	3,587.85	4,422.67	\$8,230	\$614		
MASTER DEPUTY		\$	4,366	334.00	411.71		\$57		
COPPOLA, SALVATORE D.	#	\$	39,005	2,983.89	3,678.18	\$8,230	\$511		
MASTER DEPUTY		\$	3,631	277.77	342.40		\$48		
COYNER, REBECCA SUE	#	\$	44,378	3,394.88	4,184.80	\$8,230	\$581		
DAVIS, WILLIAM S	#	\$	41,343	3,162.75	3,898.66	\$8,230	\$542		
DIETZ, CHARLES J.	#	\$	51,662	3,952.12	4,871.70	\$8,230	\$677		
ELLIOTT, WILLIAM JEFFERSO	#	\$	47,448	3,629.77	4,474.34	\$8,230	\$622		
MASTER DEPUTY		\$	4,417	337.90	416.52		\$58		
FALLS, JASON W.	#	\$	43,190	3,304.03	4,072.81	\$8,230	\$566		
FOOTE, TREVOR A	#	\$	39,004	2,983.81	3,678.08	\$8,230	\$511		
FUCHS, PATRICK B.	#	\$	53,025	4,056.45	5,000.30	\$8,230	\$695		
FUNK, DAKOTA RAY	#	\$	35,682	2,729.70	3,364.84	\$8,230	\$467		
1-YEAR ANNIVERSARY		\$	3,322	254.13	313.26		\$44		
GARASIMOWICZ, SHAUNA LYNN	#	\$	33,546	2,566.27	3,163.39	\$8,230	\$439		
GRAVES, JOSHUA L.	#	\$	55,472	4,243.58	5,230.98	\$8,230	\$727		

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PMNAME	PMHRRT	An VI New VRS Salary	FICA	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr	Original	
										Hosp.	GL
HAMMERSBERG, ROBERT E	#	\$ 50,195	3,839.92	4,733.39	\$8,230	\$658					
HARPER, ANGELA LYNN	#	\$ 30,482	2,331.86	2,874.44	\$8,230	\$399					
1-YEAR ANNIVERSARY		\$ 2,838	217.11	267.62	\$8,230	\$37					
HARTMAN, CALEB RUSH	#	\$ 35,682	2,729.70	3,364.84	\$8,230	\$467					
1-YEAR ANNIVERSARY		\$ 3,322	254.13	313.26	\$8,230	\$44					
HARTMAN, DEREK R	#	\$ 35,682	2,729.70	3,364.84	\$8,230	\$467					
1-YEAR ANNIVERSARY		\$ 3,322	254.13	313.26	\$8,230	\$44					
HILDEBRAND, ROBERT ERNEST	#	\$ 50,429	3,857.80	4,755.44	\$8,230	\$661					
HILL, WESLEY SCOTT	#	\$ 39,004	2,983.81	3,678.08	\$8,230	\$511					
HILLIARD, CHRISTOPHER M	#	\$ 50,470	3,860.96	4,759.32	\$8,230	\$661					
1-YEAR ANNIVERSARY		\$ 2,741	209.69	258.48	\$8,230	\$36					
HUDNALL, DYLAN A.	#	\$ 49,098	3,756.00	4,629.95	\$8,230	\$643					
JENKINS, BRIAN J.	#	\$ 88,299	6,754.86	8,326.58	\$8,230	\$1,157					
JOHNSON, DYLAN DALE	#	\$ 43,815	3,351.86	4,131.77	\$8,230	\$574					
KITE, CHRISTOPHER S.	#	\$ 62,862	4,808.94	5,927.88	\$8,230	\$823					
LEVECK, AARON MICHAEL	#	\$ 70,305	5,378.31	6,629.73	\$8,230	\$921					
LOTTS, DAVID SHANNON	#	\$ 56,651	4,333.80	5,342.19	\$8,230	\$742					
MARSHALL, CHAD F	#	\$ 46,723	3,574.30	4,405.97	\$8,230	\$612					
MARTIN, RYAN CHRISTOPHER	#	\$ 43,842	3,353.91	4,134.30	\$8,230	\$574					
MASTER DEPUTY		\$ 1,361	104.09	128.31	\$8,230	\$18					
MCCLAMROCH, RYAN SETH	#	\$ 39,140	2,994.21	3,690.90	\$8,230	\$513					
1-YEAR ANNIVERSARY		\$ 3,644	278.77	343.63	\$8,230	\$48					
MCMANAWAY, NOEL B.	#	\$ 39,281	3,005.00	3,704.21	\$8,230	\$515					
MCNEAL, JENNIFER LEE	#	\$ 41,536	3,177.49	3,916.82	\$8,230	\$544					
MIKOLAY, WILLIAM ANTHONY	#	\$ 55,540	4,248.78	5,237.39	\$8,230	\$728					
MASTER DEPUTY		\$ 5,171	395.58	487.63	\$8,230	\$68					
MOCK, EDWARD LEE	#	\$ 56,037	4,286.84	5,284.30	\$8,230	\$734					
MORAN, DONALD L.	#	\$ 51,074	3,907.13	4,816.24	\$8,230	\$669					
NYSTROM, JAMES PRESTON	#	\$ 43,190	3,304.03	4,072.81	\$8,230	\$566					
PULTZ, THOMAS CHRISTOPHER	#	\$ 48,711	3,726.37	4,593.42	\$8,230	\$638					
REID, RONALD LEE JR.	#	\$ 41,343	3,162.75	3,898.66	\$8,230	\$542					
REXRODE, TREVOR PATRICK	#	\$ 39,140	2,994.21	3,690.90	\$8,230	\$513					
1-YEAR ANNIVERSARY		\$ 3,644	278.77	343.63	\$8,230	\$48					
REYNOLDS, DENNIS BLAKE	#	\$ 41,845	3,201.13	3,945.96	\$8,230	\$548					
MASTER DEPUTY		\$ 2,273	173.86	214.31	\$8,230	\$30					
ROANE, MICHAEL CARLETON	#	\$ 68,721	5,257.12	6,480.35	\$8,230	\$900					

PMMNAME	PMHRRT	An VI New VRS Salary	Original					
			FICA	FICA (2100)	VRS (2210)	Hosp (2300)	GL (2400)	Disability
	#	\$	7.65%	9.43%	Hosp.	1.31%	0.59%	10% Incr
ROE, NICHOLAS ANDREW	#	39,005	2,983.89	3,678.18	\$8,230	\$511		
MASTER DEPUTY			277.77	342.40		\$48		
ROSEMEIER, CHRISTOPHER T.	#	44,316	3,390.15	4,178.98	\$8,230	\$581		
MASTER DEPUTY			315.64	389.08		\$54		
SEXTON, RACHELLE ELIZABET	#	33,319	2,548.94	3,142.03	\$8,230	\$436	\$197	
SEXTON, RACHELLE R.	#	38,259	2,926.84	3,607.86	\$8,230	\$501		
SHIFFLETT, JERRY W.	#	56,581	4,328.45	5,335.59	\$8,230	\$741		
SHOLES, JONATHAN L.	#	59,050	4,517.32	5,568.41	\$8,230	\$774		
SHOLES, KAYLA PAINTER	#	33,319	2,548.94	3,142.03	\$8,230	\$436	\$197	
SMITH, DONALD LEE	#	103,809	7,941.39	9,789.19	\$8,230	\$1,360		
3% INCREASE			3,114	293.68		\$41		
SNYDER, JAMES G.	#	53,446	4,088.59	5,039.93	\$8,230	\$700		
SNYDER, LESLIE K.	#	51,831	3,965.04	4,887.63	\$8,230	\$679		
SPEARS, SHAMICA RACHE	#	40,533	3,100.74	3,822.22	\$8,230	\$531		
SPENCE, CALEB DEAN	#	70,245	5,373.74	6,624.10	\$8,230	\$920		
STOGDALE, MICHAEL TODD	#	35,682	2,729.70	3,364.84	\$8,230	\$467		
1-YEAR ANNIVERSARY			3,322	313.26		\$44		
STRICKLER, JOSHUA CAINE	#	47,372	3,623.94	4,467.16	\$8,230	\$621		
STROOP, CODY AUSTIN	#	35,682	2,729.70	3,364.84	\$8,230	\$467		
1-YEAR ANNIVERSARY			254.13	313.26		\$44		
SURFACE, WAYNE LEROY JR.	#	49,883	3,816.04	4,703.96	\$8,230	\$653		
TAYLOR, CHARLES A. JR.	#	52,026	3,979.99	4,906.05	\$8,230	\$682		
TAYLOR, GARY ANTHONY	#	70,474	5,391.23	6,645.66	\$8,230	\$923		
TAYLOR, GARY ANTHONY JR	#	35,682	2,729.70	3,364.84	\$8,230	\$467		
1-YEAR ANNIVERSARY			3,322	313.26		\$44		
THOMPSON, WENDY RENEE	#	38,592	2,952.29	3,639.23	\$8,230	\$506		
TOBIN, CONNOR	#	60,966	4,663.88	5,749.07	\$8,230	\$799		
TROTT, SYDNEY E III	#	49,754	3,806.19	4,691.82	\$8,230	\$652		
ULLRICH, REBECCA J.	#	39,004	2,983.81	3,678.08	\$8,230	\$511		
MASTER DEPUTY			138.89	171.20		\$24		
VALADEZ, NINA MARIE	#	33,319	2,548.94	3,142.03	\$8,230	\$436	\$197	
VINCENT, MATTHEW T.	#	47,232	3,613.22	4,453.95	\$8,230	\$619		
WELLS, JONATHAN D.	#	52,990	4,053.77	4,997.00	\$8,230	\$694		
WENGER, DEBRA G.	#	33,319	2,548.94	3,142.03	\$8,230	\$436	\$197	
WILCHER, MATTHEW TRENT	#	37,595	2,876.02	3,545.21	\$8,230	\$492		
1-YEAR ANNIVERSARY			3,500	330.05		\$46		

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PMNAME	PMHRRT	An VI New VRS Salary	Original					
			FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
WILL, AARON BOYD	#	\$ 50,813	3,887.19	4,791.66	\$8,230	\$666		
MASTER DEPUTY		\$ 4,731	361.92	446.13		\$62		
VACANT - LAW		\$ 38,000	2,907.00	3,583.40	\$8,230	\$498		
Court Security			4,037,932	380,777	683,090	52,897	786	786
CAMPBELL, TROY A.	#	\$ 51,244	3,920.13	4,832.26	\$8,230	\$671		
COLE, DOUGLAS ORENZA	#	\$ 58,167	4,449.79	5,485.17	\$8,230	\$762		
RUSSELL, WILLIAM D.	#	\$ 44,610	3,412.69	4,206.75	\$8,230	\$584		
		\$ 154,021	11,783	14,524	24,690	2,018		

Total Salaries \$ 4,191,954 \$ 320,684 \$ 395,301 \$ 707,780 \$ 54,915 \$ 786 \$ 91,222

5k Pay raise 86 positions \$ 430,000 \$ 32,895 \$ 40,549 \$ 5,633

Total with 5K increase \$ 4,621,954 \$ 353,579 \$ 435,850 \$ 707,780 \$ 60,548 \$ 786 \$ 91,222

Part-time (1100)
 5 PT Deputies (\$15 x 25 hrs/wk x 5 ee) \$ 97,500 7,458.75
 4 PT SRO (\$15 x 25 hrs x 44 wks x 4 ee) \$ 66,000 5,049.00
 plus extra for possibly working over hrs. \$ 9,000 688.50

Other Increases
 Sergeant position in narcotics \$ 5,400 \$ 413
 S.W.A.T. increase (2 employees) \$2,400 each \$ 4,800 \$ 367

Overtime \$ 200,000 \$ 15,300

Salaries & Wages
 1100 Green \$ 4,135,432
 1103 Yellow \$ 600,794.80 Did not include in Co Adm Recommend
 2100 Orange \$ 343,443
 Various 2210-2700 Blue

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Emergency Communications Center

The Augusta County Emergency Communications Center is the public safety answering point for Public Safety Units in the County of Augusta. The radio identifier for the Augusta County Emergency Communications Center is "Augusta ECC".

The operational component for Augusta ECC consists of Public Safety Dispatchers, Part time Public Safety Dispatchers, Public Safety Dispatch Supervisors, an Operations Manager and the ECC Director.

Augusta ECC dispatches for The Augusta County Sheriff's Department, Animal Control, 25 Fire Departments, 15 Rescue Agencies, the Craigsville Police Department, the Woodrow Wilson Rehabilitation Center Police Department, Blue Ridge Community College, Grottoes Police, and Shenandoah Valley Regional Airport and provides a communications link with Augusta Health.

Mission:

The mission of the Augusta County Emergency Communications Center is to enhance the quality of life in the County of Augusta through the vital link between prompt, efficient, professional call-taking, dispatching, and communications to the public and public safety units.

Department Overview:

The Augusta Emergency Communications Center is located in a secure facility of the Augusta County Government Center. The ECC began operation in 1990 and processes wire line and wireless 9-1-1 calls from the residents and visitors in Augusta County.

The center serves as a back-up communications center for the Staunton Police Department as well as the Waynesboro Emergency Operations Center in the event an emergency occurs at either location.

The Augusta County Emergency Communications Center is managed by a director and an operations manager. The ECC is staffed 24 hours a day and 365 days a year with (4) supervisors, (13) full-time telecommunicators and (4) part-time telecommunicators. The telecommunicators are trained in emergency call handling techniques and are able to process a wide array of emergencies that occur within and around Augusta County, which total 129,533 calls yearly. Each person on staff is certified as an Emergency Medical Technician and trained in CPR, Emergency Medical Dispatch instructions, VGIN operations, NIMS and also possesses a wide array of computer skills. The telecommunicators have also completed a 2 week basic dispatcher course for Fire, Rescue, and Law Enforcement Telecommunications at the Central Shenandoah Criminal Justice Academy.

Several telecommunicators are also active volunteers with various emergency service agencies in and around Augusta County or have previously volunteered with such agencies. The ECC center is responsible for dispatching all the fire, EMS and law enforcement calls in the County.

Strategic Goals and Objectives:

- Maintain our Verizon Vesta CPE telephone equipment and advance technologies with Voice over IP (VOIP) and deployment of Next Generation 9-1-1. Augusta ECC will have to migrate to NG-911 using IP circuits with associated caller location data by December 2020.
- Working regionally with Staunton and Waynesboro to enhance the radio communications in Augusta County. Upgrade the core for the radio communications system and move toward a digital platform
- Maintain Emergency Notification system.
- Continue to find grants that are available to obtain revenue or funding to help purchase equipment for our center and for the county.
- Continue to work on staff development: training program, dispatcher testing, employee appreciation and career development
- Continue using the Emergency Medical Dispatch (EMD) program

- Maintain our quality assurance program: to review randomly selected calls and evaluate the times and way the call was processed, to better serve the citizens and the units in the field.
- Respond to citizens needs in the most effective manner possible
- Maintain a workable budget.
- Focus on disaster preparedness and the overall Augusta County Emergency Plan
- Continue to work with agencies and committees to update the Regional Emergency Operations and Action Plans. Continue to update the regional All-Hazards Mitigation Plan, Regional Emergency Operational Plan and the Sara Title III plan.
- Assist all fire, rescue and law enforcement agencies
- Public education and informing the community with programs concerning the 9-1-1 system
- Continue to maintain a working relationship with neighboring Communications Centers, Smart Traffic Center and Virginia State Police
- Working with the individual county departments and agencies to develop a government center emergency evacuation plan and security threat assessment pre-planning
- Maintain and service our IFLOWS rain and stream gauges throughout the county
- Maintain alarm registration and billing.
- Developing regional active shooter protocol.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$1,119,081	\$1,164,021	\$1,094,107	\$1,392,012	19.6%
Operating	578,914	643,710	643,710	671,915	4.4%
Total	\$1,697,995	\$1,807,731	\$1,737,817	\$2,063,927	14.2%

*** Changes in personnel are due to the addition of two new dispatcher positions and a personnel retention plan due to continued staffing issues.

Service and Performance Measures:

	FY2014-2015 Actual	FY2015-2016 Actual	FY2017-2018 Actual
Total calls for service: Fire	5828	7259	7699
Total calls for service: Rescue	10076	10963	11112
Total calls for service: Law Enforcement	50270	56910	60790
Emergency medical dispatch calls	234	277	281
Processing incidents	83468	81854	91797
Processing calls for service (call taking)	66174	66018	69128
Work performance: time call received until finished	1.38	1.57	2:01
Total calls for Alarms	1716	1916	2185

Accomplishments:

- Acquired revenue from Virginia Wireless E-911 Services Board for the amount of \$161,713 to support our needs and training for wireless calls.
- Revenue for wireless monies calculated for the next (4) years by percentage and formula = \$233,345
- Maintained the Mobile Command Bus and assisted with incidents throughout the year to include searches for missing persons and Sheriff's Department incidents.
- Acquired microwave licenses from FCC for the all the tower sites.
- Obtained grant for the amount of \$ 14,882 for Emergency Management
- Obtained grant from the VITA Wireless Board in the amount of \$2,000 for training.
- Helped maintained the alarm ordinance with increased annual revenue of \$6950.
- Narrow-banded the public safety radio systems and added microwave system.
- Assisted with the upgrade of the UPS (Uninterrupted Power Supply) and PDU (power distribution unit).
- Assisting with the upgrade and purchase of the County's generator.
- Updated and adopted the Regional Emergency Operations Plan, Regional All-Hazards Plan with Staunton, Waynesboro and Augusta County, and Shenandoah Valley Airport SOG plan
- Working to establish interoperability communications on Afton Mountain, Rt. 250 and the Parkway.
- Emergency Management: Restoration Heartstone Dam, maintaining IFLOWS sites, managing emergency events by assigning resources working with region, sending notifications, local situational reports, emergency preparedness (developing emergency operational plans), sheltering, evacuations and filing reimbursement paperwork with State and Federal agencies.
- ECC is working with staff to develop succession planning
- Maintained a staff on-call procedure for ECC schedule coverage due to shortage of staff.
- Participated full drill at the Shenandoah Valley Airport and table top drill active shooter exercise at Blue Ridge Community College.

Major events for the ECC that occurred in the County this year:

Ice Storm on 02/15/18 processed over 1100 calls
Hurricane Florence September 8- 2, 2018
Hurricane Michael October 2018
EAP Drill will be held on Tuesday, February 13, 2018 at 9:30 am.
(4) Searches
(24) Working Structure Fires
(19) Gunshots wounds
(45) Deaths
(253) Suicide and Attempts
(299) Structure Fires
(467) Unresponsive patients
(4267) Motor Vehicle Crashes includes Police, Fire and EMS responses
(367) Traumatic Events: Falls, Industrial, Sports Injuries, Amputations, Farming & ATV crashes

Contact Information:

Donna J. Good, ECC Director and Emergency Management Coordinator
Anthony Ramsey, Operations Manager and Deputy Emergency Management Coordinator

Location: Augusta County Government Center
Emergency Communications Center
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5501 Fax: (540) 245-5506

E-mails: dgood@co.augusta.va.us
abramsey@co.augusta.va.us

31040 - EMERGENCY COMMUNICATIONS CENTER BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to Recommends
3110 - CONTRACTUAL PROFESSIONAL SERVICES							
Operational Medical Director \$350 per month	\$ -	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ 4,200	\$ -
3320 - MAINTENANCE SERVICE CONTRACTS							
Dictaphone - Blue Ridge Voice Data (5 yrs Maint.) 2017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OSSI - SQL - CAD Software	\$ -	\$ 37,581	\$ -	\$ -	\$ -	\$ -	\$ -
Motorola - Public Safety Radio Communications Infrastructure	\$ -	\$ 199,557	\$ 263,000	\$ 263,000	\$ 263,500	\$ 263,500	\$ -
Reverse 9-1-1 Maintenance	\$ -	\$ 13,375	\$ -	\$ -	\$ -	\$ -	\$ -
Command Bus and ECC Radio Maintenance RIOS	\$ -	\$ 3,150	\$ -	\$ -	\$ -	\$ -	\$ -
UPS - 1/2 of the cost replaced (2) year warranty 2018	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical Priority cardset and updates	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -
Barricuda / HP Server Maintenance	\$ -	\$ 6,905	\$ -	\$ -	\$ -	\$ -	\$ -
Clear Communications - Misc Maintenance cost -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance Contract on 7130 Copier \$87.50 per quarter	\$ -	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 263,418	\$ 263,000	\$ 263,000	\$ 263,500	\$ 263,500	\$ -
5100 - UTILITIES SERVICES (TOWER SITES) New							
Dominion Electric Acct # 2179422544 Maisanutton Mtn	\$ -	\$ 2,151	\$ 12,000	\$ 12,000	\$ 10,000	\$ 10,000	\$ -
Carter Machinery Generator Maintenance Mass Mtn \$ 671.82 annual (2 inspections)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mass Mtn Propane Tank	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deerfield Generator - Diesel Fuel- Maintenance Dept	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Deerfield Electric Meter Shen Valley Electric #53416-035	\$ -	\$ 2,619	\$ -	\$ -	\$ -	\$ -	\$ -
Devil's Knob Electric Meter Central VA Electric #...-001	\$ -	\$ 2,590	\$ -	\$ -	\$ -	\$ -	\$ -
Troxel Gap Shen Valley Electric Meter Acct# 53416037	\$ -	\$ 1,850	\$ -	\$ -	\$ -	\$ -	\$ -
Troxel Gap Generator & Maintenance - (Maintenance Dept.)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 9,210.00	\$ 12,000	\$ 12,000	\$ 10,000	\$ 10,000	\$ -
5201 - POSTAL SERVICES							
Postal Mailings and Alarm Billings	\$ -	\$ 715.00	\$ 650	\$ 650	\$ 715	\$ 715	\$ -

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	Detail		Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin. Recommendations FY 19-20	Difference Request to Recommendations
	18-19 Revised	FY19-20						
5203 - TELEPHONE SERVICES				\$ 210,000	\$ 210,000	\$ 235,500	\$ 225,000	\$ 10,500 general
Century Link Maintenance ZP478700	\$ -	\$ 18,048.00						
Verizon (Hardware, CPE and Equipment) Acct#0000012246174 21	\$ -	\$ 86,000						
Verizon Maintenance Agreement Yearly Acct#0000012246174 21	\$ -	\$ 13,075						
Cassidian Software	\$ -	\$ 7,500						
Verizon Radio Circuits Acct#0000015174011 52	\$ -	\$ 2,180						
Verizon Wireless Acct# 9814223687 /6293891691 VITA	\$ -	\$ 1,500						
Verizon Wireless Acct#642173722-00001 Command Bus lines	\$ -	\$ 1,500						
Verizon 000982294836 19Y (EOC lines)	\$ -	\$ 1,500						
Verizon Wireless Cradlepoint Command Bus #9816261398	\$ -	\$ 2,136						
Verizon Rockbridge Circuit & Century Link Acct#R101077999-10222	\$ -	\$ 1,040						
& 10253/ #540 M52-0091 841	\$ -	\$ 2,450						
Verizon South Acct# 000130627975 12Y	\$ -	\$ 18,663						
Verizon Centrax Lines Acct #0000012246170 09	\$ -	\$ 545						
Mt Solon#44.DHDA276648.VA	\$ -	\$ 15,735						
AT&T Long Distance 054 285 2600 001 (943-1315)	\$ -	\$ 16,814						
MGW Deerfield T-1 Service (375.00 T1)	\$ -	\$ 4,300						
Acct#00000000059&....56&02354	\$ -	\$ -						
Shentel Mt Solon T-1 Service North River	\$ -	\$ -						
Acct#0000002053&....02059ECC (Fire) 0000145561	\$ -	\$ -						
New Hope Acct #00000001577	\$ -	\$ -						
NTelos / Lumos / Med Channels	\$ -	\$ -						
Acct#102040481,100900238,101637972	\$ -	\$ 15,000						
Mobil Satellite Tech./Phone Service Acct# 356015	\$ -	\$ 3,912						
Satellite Service/ Direct TV Acct# 037981308 Command Vehicle	\$ -	\$ 1,500						
Reverse 9-1-1 Updates Acct#000987865880 73	\$ -	\$ 395						
Treasurer of Va Acct# T262096 & 3015	\$ -	\$ 400						
Plantronics - Dispatcher Headsets and accessories	\$ -	\$ 3,000						
9-1-1 Network Control Modern Acct#000635118920 18	\$ -	\$ 3,380						
VCIN Circuit	\$ -	\$ 4,200						
Language Line	\$ -	\$ 2,000						
File Maker Maintenance	\$ -	\$ 1,460						
Carolina Digital Phone / Switchboard	\$ -	\$ 1,300						
Advance Telephone	\$ -	\$ 2,500						
	\$ -	\$ 232,033						

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	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
			1,400 \$	1,400 \$	1,400 \$	1,400 \$	1,400 \$
5305 - MOTOR VEHICLE INSURANCE							
Vehicle - \$ 620.00	Inland Marine \$307,009 /100 * .08=\$245	\$ - \$ 1,400					
5400 - COMMUNICATIONS SITE LEASE							
WVPT Elliotts Knob	Yearly Lease	\$ - \$ 18,985					
Gray Television	\$400.00 Monthly Billboard tower	\$ - \$ 3,200					
Wintergreen Site	\$850 Monthly/ Tower Lease	\$ - \$ 17,580					
Wintergreen site	(Homeowners Lease) \$1465 Monthly	\$ - \$ 2,500	127,500 \$	127,500 \$	142,000 \$	142,000 \$	
Nelson County Tower Lease	\$2500 Annual	\$ - \$ 12,000					
Massanutten Site	\$ 1000 Monthly	\$ - \$ 40,602					
Troxell Site TBD	\$3384 Monthly	\$ - \$ 46,921					
Deerfield Site	\$ 3942 Monthly	\$ - \$ 141,788					
5401 EQUIPMENT LEASE (MICROWAVE) T-1 Lines							
New Microwave	under warranty.	\$ - \$ -					
Elliots Knob	\$ 1200 Monthly	\$ - \$ -					
Massanutten Site	\$ 750 Monthly	\$ - \$ -					
Wintergreen Site	\$ 750 Monthly	\$ - \$ -					
5501 - TRAVEL EXPENSES							
Travel and Training Staff of 20 Employees		\$ - \$ 1,000					
OSSI and APCO Conference		\$ - \$ 2,000					
Emergency Management		\$ - \$ 1,000					
EMT and CPR		\$ - \$ 500					
Academy fees		\$ - \$ 300					
		\$ - \$ 4,800	3,800 \$	3,800 \$	3,800 \$	2,800 \$	1,000 general
5801 - DUES & SUBSCRIPTIONS							
Membership Fees APCO	(92.00 each for (3) staff	\$ - \$ 276					
Membership Fees NENA	for (3) staff	\$ - \$ 237					
Membership Fees OSS)		\$ - \$ 50					
Membership Fees VA Dept	Emergency Management	\$ - \$ 90					
		\$ - \$ 653	650 \$	650 \$	650 \$	650 \$	-

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to Recommends
6001 - OFFICE SUPPLIES			\$ 6,000	\$ 6,000	\$ 6,800	\$ 5,800	\$ 1,000
Printer Cartridges	\$ -	\$ 3,500					
Paper	\$ -	\$ 750					
Miscellaneous	\$ -	\$ 2,200					
Shred It	\$ -	\$ 280					
Medical Supplies for office and command vehicle	\$ -	\$ 375					
	\$ -	\$ 7,105					
6007 - MAINTENANCE SUPPLIES			\$ 1,000	\$ 1,000	\$ 1,500	\$ 1,500	\$ -
Routine Maintenance (radios, etc.)	\$ -	\$ 1,500					
Radios are out of warranty - Conditioning							
6008 - VEHICLE & POWER EQUIPMENT FUEL			\$ 350	\$ 350	\$ 350	\$ 350	\$ -
Unit # 1200 VA Lic/131-535L Mobile Command Unit	\$ -	\$ 350					
Mileage 5950 2006 Freightliner							
6009 - TRANSPORTATION - VEHICLES			\$ 1,000	\$ 1,000	\$ 1,000	\$ 600	\$ 400
Routine Maintenance & State inspection Mobile Command Unit	\$ -	\$ 350					
Equipment Replacement	\$ -	\$ 350					
Generator Repairs	\$ -	\$ 350					
	\$ -	\$ 1,050					
6013 - EDUCATION & TRAINING MATERIALS			\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Materials for Educating the Public and Students	\$ -	\$ 500					
6015 - EMERGENCY MANAGEMENT EXPENSE			\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Expenses relating to Disasters and Inclement Weather	\$ -	\$ 500					

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Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

7002 - C.S.C.J.T.C. - ASSESSMENT

Academy Fees \$ 620.00 per person Total: 18
New Positions (4) = \$ 2480

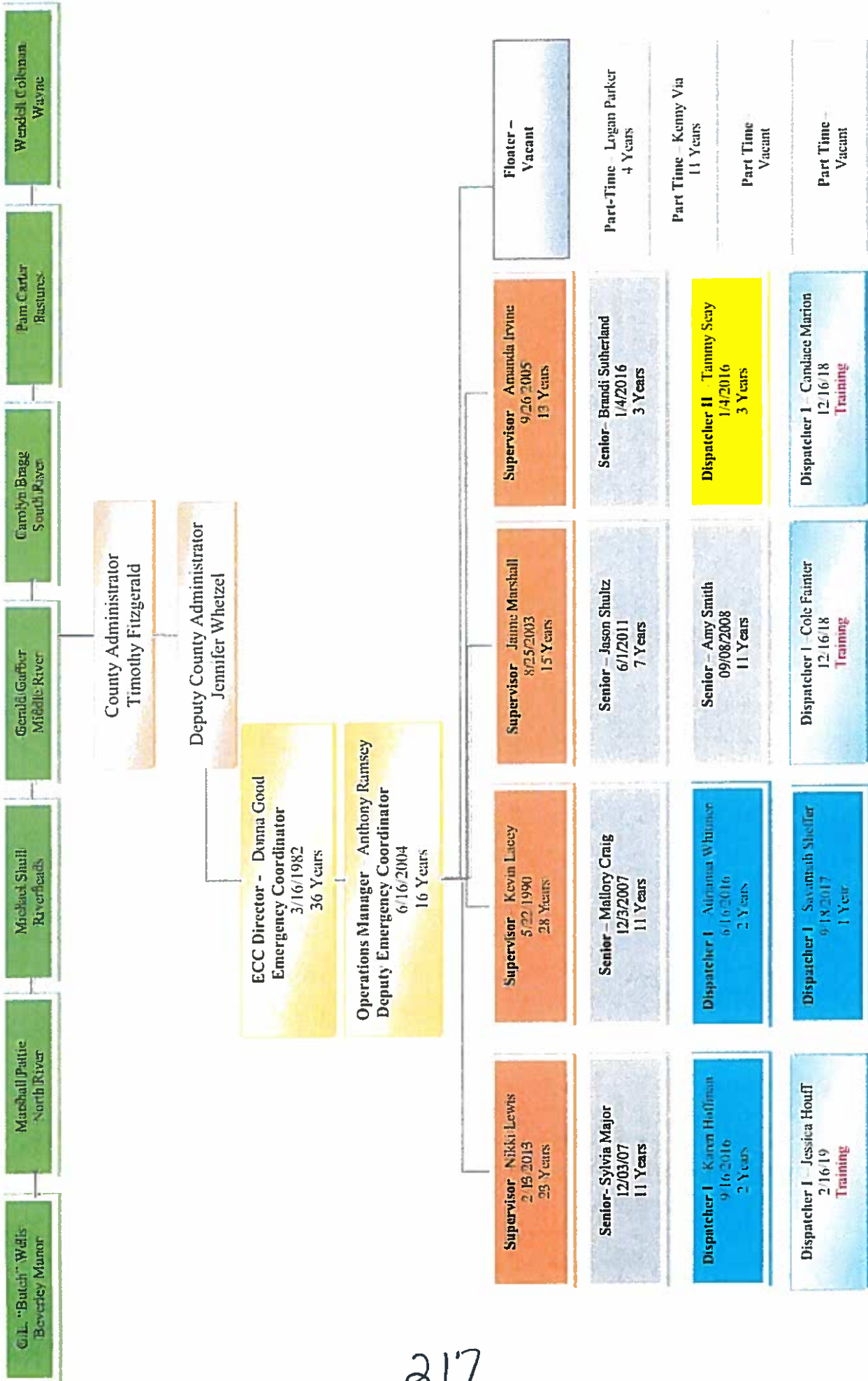
\$	\$	11,160	\$	11,160	\$	13,640	\$	12,400	\$	1,240
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\$	\$	11,160
\$2,480.00		
\$13,640.00		

8002 - FURNITURE & FIXTURES

Department Total:	\$	643,710	\$	643,710	\$	686,055	\$	671,915	\$	14,140
Payroll Total:	\$	1,164,021	\$	1,094,107	\$	1,492,090	\$	1,392,012	\$	100,078
Grand Total:	\$	1,807,731	\$	1,737,817	\$	2,178,145	\$	2,063,927	\$	114,218

GUSTA COUNTY EMERGENCY COMMUNICATIONS CENTER ORGANIZATIONAL CHART



KENNETH VIA
 TAMMY SEAY
 CANDACE MARION
 COLE FAINTER

Original Budget
Budget Year 2019 -2020

	<u>Employee Name</u>	<u>Position Grade</u>	<u>Total Salary</u>	<u>FICA (2100) 7.65%</u>	<u>VRS (2210) 9.43%</u>	<u>Hosp (2300) \$8,230</u>	<u>GL (2400) 1.31%</u>	<u>Disability 0.59%</u>	<u>WC (2700) 10% Incr</u>
1	31040 Craig, Mallory 5% increase Upgrade	21	43,913.00 2,195.65	3,359.34 167.97	4,141.00 207.05	8,230.00	575.26 28.76		2,663.12
2	31040 Good, Donna 5% increase	32	78,821.00 3,941.05	6,029.81 301.49	7,432.82 371.64	8,230.00	1,032.56 51.63		3.80
3	31040 Lewis, Nicole 5% increase Upgrade	23	47,209.00 2,360.45	3,611.49 180.57	4,451.81 222.59	8,230.00	618.44 30.92		2.28
4	31040 Irvine, Amanda 5% increase Upgrade	23	47,311.00 2,365.55	3,619.29 180.96	4,461.43 223.07	8,230.00	619.77 30.99		2.28
5	31040 Lacey, Kevin 5% increase Upgrade	23	57,264.00 2,863.20	4,380.70 219.03	5,400.00 270.00	8,230.00	750.16 37.51		2.76
6	31040 Hoffman, Karen 5% increase Upgrade (Career Development)	19	35,287.00 1,764.35	2,699.46 134.97	3,327.56 166.38	8,230.00	462.26 23.11	208.19 10.41	1.70 3.34
7	31040 Marshall, Jamie 5% increase Upgrade	22	198.65 48,683.00	15.20 3,724.25	18.73 4,590.81	8,230.00	2.60 637.75	1.17	0.19
8	31040 Whilmer, Adhanna 5% increase Upgrade (Career Development)	21	3,496.00 200.05	267.44 15.30	329.67 18.86	8,230.00	45.80 2.62	20.63 1.18	3.37 0.19
9	31040 Sutherland, Brandi 5% increase Upgrade	19	39,112.00 1,955.60	2,992.07 149.60	3,688.26 184.41	8,230.00	512.37 25.62	230.76 11.54	1.89
10	31040 Ramsey, Anthony 5% increase Upgrade	26	57,717.00 2,885.85	4,415.35 220.77	5,442.71 272.14	8,230.00	756.09 37.80		2.78
11	31040 Seay, Tammy 5% increase Upgrade (Career Development)	19	35,554.00 1,777.70	2,719.88 135.99	3,352.74 167.64	8,230.00	465.76 23.29	209.77 10.49	1.71 3.09
12	31040 Fainter, Cole Michael 5% increase Upgrade (Career Development)	18	33,421.00 1,671.05	2,556.71 127.84	3,151.60 157.58	8,230.00	437.82 21.89	197.18 9.86	1.61 1.63
	Upgrade	20	105.95	8.11	9.99		1.39	0.63	0.10

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13	31040 Shultz, Jason 5% increase	21	40,829.00	3,123.42	3,850.17	8,230.00	534.86		
	Upgrade	22	2,041.45	156.17	192.51		26.74		1.97
14	31040 Marion, Candace C. 5% increase	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82	197.18	
	Upgrade (Career Development)	19	1,671.05	127.84	157.58		21.89	9.86	1.61
	Upgrade	20	1,690.00	129.29	159.37		22.14	9.97	1.63
	Upgrade	20	105.95	8.11	9.99		1.39	0.63	0.10
15	31040 Major, Sylvia 5% increase	21	43,249.00	3,308.55	4,078.38	8,230.00	566.56		2.09
	Upgrade	22	2,162.45	165.43	203.92		28.33		
16	31040 Sheffer, Savannah R. 5% increase	18	33,451.00	2,559.00	3,154.43	8,230.00	438.21	197.36	
	Upgrade (Career Development)	19	1,672.55	127.95	157.72		21.91	9.87	1.61
	Upgrade	20	1,660.00	126.99	156.54		21.75	9.79	1.60
	Vacant	20	104.45	7.99	9.85		1.37	0.62	0.10
17	31040 Vacant 5% increase	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82	197.18	
	Upgrade (Career Development)	19	1,671.05	127.84	157.58		21.89	9.86	1.61
	Upgrade	20	1,690.00	129.29	159.37		22.14	9.97	1.63
	Upgrade	20	105.95	8.11	9.99		1.39	0.63	0.10
18	31040 Smith, Amarylis L. 5% increase	21	39,947.00	3,055.95	3,767.00	8,230.00	523.31		1.93
	Upgrade	22	1,997.35	152.80	188.35		26.17		
19	31040 Vacant - Floater 5% increase	22	33,421.00	2,556.71	3,151.60	8,230.00	437.82	197.18	
	Upgrade (Career Development)	19	1,671.05	127.84	157.58		21.89	9.86	1.61
	Upgrade	20	1,690.00	129.29	159.37		22.14	9.97	1.63
	Upgrade	20	105.95	8.11	9.99		1.39	0.63	0.10
	Total 31040		877,851.75	67,155.66	82,781.42	156,370.00	11,499.86	2,051.20	2,721.51
NEW	Dispatcher 5% increase	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82	197.18	32.23
	Upgrade	19	1,671.05	127.84	157.58		21.89	9.86	1.61
NEW	Dispatcher 5% increase	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82	197.18	32.23
	Upgrade	19	1,671.05	127.84	157.58		21.89	9.86	1.61
	Upgrade	19	18.95	1.45	1.79		0.25	0.11	0.02
	Total Requests		70,222.00	5,371.98	6,621.93	16,460.00	919.91	414.31	67.71
	Total Career		948,073.75	72,527.64	89,403.35	172,830.00	12,419.77	2,465.51	2,789.23
	31040-1200 Overtime		70,000.00	5,355.00					
	31040-1300 P/T		15,000.00	1,147.50					
				<u>79,030.14</u>					

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On Donna's list, but was not on the list that I received from HR
Possibly the FROZEN position

Increased to \$70,000 from \$65,000
This is contingent on receiving additional positions

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Fire-Rescue

(Career, Volunteer, Training)

Mission:

“To serve and protect our citizens and visitors through education and the delivery of all fire and emergency medical services.”

Department Overview:

Augusta County Fire-Rescue is to oversee and support the fire operations and the emergency medical services throughout the County by providing emergency providers, volunteer support and interaction along with basic fire and EMS training. ACFR’s focus is in the following areas:

- Emergency Calls
- Volunteer Interaction
- Training
- Administration
- Public Relations
- Personnel Management
- Duty Officer
- Special Operations
- Special Assignments
- Resource Management

Strategic Goals and Objectives:

- Set the example for both internal and external customers by exemplifying our Mission, Vision and Values, and work toward our common goals. One team-one mission.
- To provide highest quality all hazards emergency services to Augusta County citizens and visitors by working collectively with our internal and external stakeholders.
- To ensure the safety of our first responders through the implementation of best practices and industry standards.
- Develop and implement strategic planning to evaluate current and future infrastructure needs
- Implementation of critical infrastructure replacement plans.
- Promote professional development and training opportunities for all personnel, career and volunteer with regard to all aspects of Fire and EMS.
- Address Recruitment and Retention by implementing a programs that allow growth in our department along with external partners to increase awareness and increase the pool of possible employees.

Budget Summary:

Career Budget 32010:

Item	FY2017-2018 Expenditures	FY2018-2019 Adopted	FY2018-2019 Revised	FY2019-2020 Recommended	% Change From FY2019
Personnel	\$5,522,598	\$6,813,048	\$6,462,182	\$6,930,682	1.7%
Operating	667,037	752,070	759,470	818,816	8.9%
Total	\$6,189,635	\$7,565,118	\$7,221,652	\$7,749,498	2.4%

Volunteer Budget 32020:

Item	FY2017-2018 Expenditures	FY2018-2019 Adopted	FY2018-2019 Revised	FY2019-2020 Recommended	% Change From FY2019
Operating	\$1,878,907	\$2,078,274	\$2,086,059	\$2,081,836	0.2%

***Volunteer budget includes a 2% on base increase for all agencies.

Training Budget 32030:

Item	FY2017-2018 Expenditures	FY2018-2019 Adopted	FY2018-2019 Revised	FY2019-2020 Recommended	% Change From FY2019
Personnel	\$207,757	\$248,485	\$250,096	\$328,903	32.4%
Operating	98,782	97,920	101,257	106,673	8.9%
Total	\$306,539	\$346,405	\$351,353	\$435,576	25.7%

*Changes in personnel and operating due to the addition of an ALS instructor position.

Budget Highlights:

- Additional training positions to meet the demand of a growing department struggling to keep staffing needs and training requirements.
- Additional budget position for all of Fire-Rescue, this position to help with a multitude of items that is shared between administration staff.
- Target Solutions and Station Check Pro software funding is a must, with the growing needs and requirements of the Commonwealth, it is vital to perform and document training and maintenance records.
- Furniture & Fixtures increased to allow for the replacement of appliances at our four stations along with recliners for the stations and bedding supplies.
- Volunteer budget includes 2% increase on base contribution for fire departments and an increase in insurance coverage for the volunteer fire and rescue members.

Service and Performance Measures:

Item	Calendar Year 2018 Actual
Fire Department Emergency Dispatches	8,440
Rescue Squad Emergency Dispatches	11,556
Calls Turned Over to Next Due Agencies	755
Volunteer Personnel	645
Career Personnel	105

Accomplishments:

- Fire and EMS apparatus replacement plans were developed

- Submitted for AFG and RSAF grants
- Successfully completed a pilot program - Firefighter Recruit School
- Focus on cancer prevention and awareness
- Programs – Operation Warm (Coats) and Toys for Tots for area school children
- Smoke Alarm Installations
- Appreciation Dinners for the volunteer agencies
- Implemented and put in service MSA Self Contained Breathing Apparatus (SCBA), training division completed the in service training
- County-based ambulances transported 4,591 patients to area hospitals

Contact Information:

David Nichols, Fire-Rescue Chief

Location: Augusta County Government Center
Fire-Rescue Department
18 Government Center Lane
Verona, VA 24482

Phone: (540) 245-5624

Fax: (540) 245-5356

**32010 - FIRE DEPARTMENT
BUDGET REQUEST**

	Request	Detail	Approved	Revised	Request	Co. Admin	Difference
						Recommendations	
3110 - PHYSICALS	\$ 19,580	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
	\$		\$ 12,000	\$ 12,000	\$21,930	\$ 14,930	\$7,000 general cut
Yearly required physicals (\$750 each) (est. 7 new)	\$	5,250					
T-SPOT/TB testing (allergy employees) \$250 each	\$	1,250					
Turnover 10% 13 new employees	\$	9,750					
Drug Alcohol Random Testing - \$300/month	\$	3,600					
Respiratory fit & quantifit computerized system (\$20x 104 = \$2,080)	\$	2,080					
	\$	21,930					
3120 - PROFESSIONAL SERVICES OMD	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$40,000	\$ 40,000	
Per Contract with Dr. Just and Dr. Brand							
3310 - REPAIRS & MAINT - CONTRACTUAL	\$ 31,580	\$ 35,680	\$31,580	\$31,580	\$35,680	\$35,680	
SCBA Mt. (\$2,000) & Flow Test (\$10,600)	\$	12,600					
Bauger Compressor Mt. (\$900); Safe Air Systems - (\$1,800)	\$	2,700					
Hurst Tools and Genesis Tools PM - \$5700	\$	5,700					
HVAC - All Stations	\$	2,830					
Pump Testing and PM (JC White) - \$4,500	\$	4,500					
Air Analysis (Invista) - \$150	\$	150					
Hose testing & Ladder Testing (Waterway) - \$7,200 (Career Engines)	\$	7,200					
This includes ACFD, PLY, RVFD, CASFAS)							
3320 - MAINTENANCE SERVICE CONTRACTS	\$ 44,860	\$ 44,860	\$ 44,860	\$ 57,260	\$66,040	\$ 66,040	
Plymovent (Air Specialist) PM	\$	2,000					
Hawk Security (RVFD Alarm) - \$300	\$	300					
Intranet (MTS) - \$3000	\$	3,000					
Apple Door Maintenance	\$	2,500					
Dodson (Pest Control) - \$5460	\$	5,460					
Aerial Testing (Fallsafe) - \$1000 EA	\$	2,000					
Roberts Oxygen-\$1000	\$	1,000					
Defib Annual Contract (Physio Control)	\$	32,330					
Stryker Power-LOAD ServiceContract	\$	4,000					
Water Separator (RVFD) Annual cleaning - Safety Kleen	\$	1,500					
Cintas (Reusable items at all 4 locations)	\$	11,700					
Power Connection (R16 Generator)	\$	250					
	\$	66,040					

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	Request	Detail	Approved	Revised	Request	Co. Admin. Recommendations	Difference
	18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
5201 - POSTAL SERVICES All mailings of department and Officers Association	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
5203 - TELEPHONE SERVICES Landline office phones, cell phones, air card service	\$ 16,600	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ -
5305 - MOTOR VEHICLE INSURANCE ACFD, PLYS, Craigsville Rescue, Admin	\$ 34,000	\$ 38,000	\$ 34,000	\$ 34,000	\$ 38,000	\$ 34,000	\$ 4,000.00 left flat
5501 - RECOGNITION & TRAINING EXPENSES Conferences: Registration Fee Admin Training (6 * \$1200) Captain's & EMS Supervisors Training (9 * \$500) Lieutenants Training (21 * \$300) Firefighters Training Special Operations - HazMat, TRT, ALS (30 * \$250) Paramedic Class (2 people) Development Rewards & Recognition Promotional Awards & Dinner Advanced Training as mandated or required	\$ 71,200		\$ 30,200	\$ 30,200	\$ 71,200	\$ 30,200	\$ 41,000 general cut
5651 - CONTRIBUTION - L.E.P.C. Local Emergency Planning Commission contribution	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ -

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	Request	Detail	Approved	Revised	Request	Co. Admin	Difference
	18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
5801 - DUES & SUBSCRIPTIONS							
VIAI\$180; VFPA\$140; CFO Renewal \$325; FO Renewal \$200	\$ 4,695	\$ 845	4,695 \$	4,695	\$21,070	21,070 \$	-
Misc \$500; AFCA \$250; VFCA \$500; VAVRS & VFA \$1000; New FO \$675	\$	\$ 2,925					general
Active 911 Subscription- (104 FT/40PT/turnover)	\$	\$ 2,000					
Target Solutions Annual Subscription	\$	\$ 12,000					
Station Check Pro Annual Subscription	\$	\$ 3,300					
		\$ 21,070					
6001 - OFFICE SUPPLIES							
Office supplies for Admin office/stations	\$ 12,000	\$ 12,000	12,000 \$	12,000	\$12,000	8,000 \$	4,000
		\$ 12,000					general cut
6007 - REPAIRS & MAINT. SUPPLIES - BLDGS							
Station Supplies - Station 10	\$ 59,135	\$ 11,900	\$42,135	\$42,135	\$67,833	\$41,833	26,000
Station Supplies - Station 25	\$	\$ 3,600					general cut
Station Supplies - Station 16	\$	\$ 11,700					
Station Supplies - Station 11	\$	\$ 41,990					
Apple Door Repairs (all station)	\$	\$ 3,000					
(Attached Justification)							
(Station 11 includes - AirVac Filters, Bay Door, Heat in bay							
Lighting and repairs on exterior of station)							
Stations: ACFD, PLYS, RVFD, CASFAC		\$ 72,190					
		\$					
6008 - VEHICLE & POWERED EQUIP. - FUEL							
	\$ 90,000	\$ 80,000	\$90,000	\$90,000	\$80,000	\$80,000	-
6009 - APPARATUS/EQUIP - MAINT & REPAIRS							
Detailed attached for county owned apparatus	\$ 168,000	\$ 177,000	\$135,000	\$135,000	\$177,000	\$135,927	41,073
This include: money for Riverheads Apparatus that is County owned							general cut
6010 - ADMIN VEHICLE MAINT & REPAIRS							
	\$ 12,000	\$ 13,500	\$5,500	\$5,500	\$13,500	\$8,500	5,000
							general cut

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	Request	Detail	Approved	Revised	Request	Co. Admin	Difference
	18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations
6011 - WEARING APPAREL	\$ 92,350		\$53,000	\$53,000	\$83,250	\$53,250	30,000
Daily work uniforms for full time and part time Personnel (106 x \$250)		\$ 26,500					general cut
New Hire Uniforms & Misc (20 people)		\$ 25,000					
Duty Boots- (25 @ \$250)		\$ 6,250					
Class "A" uniforms		\$ 10,000					
Coats (25 @ \$120)		\$ 3,000					
Part-time uniforms new and existing (30)		\$ 7,500					
Misc Items		\$ 5,000					
		\$ 83,250					
6012 - EMS SUPPLIES	\$ 70,000		\$57,400	\$57,400	\$93,427	\$61,000	32,427
EMS Supplies		\$ 55,234					general
Mechanical Ventilator		\$ 8,593					
LUCAS3 Chest Compression System		\$ 29,600					
		\$ 93,427					
6014 - FIRE FIGHTING SUPPLIES	\$ 57,400		\$55,400	\$55,400	\$78,300	\$63,300	15,000
Gloves/Hoods/Carabiners/Webbing		\$ 9,000					general
Turnout Gear (PPE) 25 sets		\$ 52,500					
Structural Boots (30)		\$ 9,000					
Helmets & Fronts (40)		\$ 7,800					
		\$ 78,300					
6015 - EMERGENCY SEARCH/RESCUE SUPPLIES	\$ 8,800		\$4,000	\$4,000	\$55,976	\$10,000	45,976
Equipment Needs		\$ 37,976					general
PPE		\$ 18,000					
		\$ 55,976					

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Request	Detail	Approved	Revised	Request	Co. Admin	Difference
		FY 18-19	FY 18-19	FY 19-20	Recommendations	
18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
		\$47,500	\$47,500	\$102,786	\$52,786	Recommendations
						50,000
						cameras x 6
						general
8001 - EQUIPMENT						
Station Alerting (\$360), Headsets (\$20,684) Knox Box T11 (\$1,170)	\$					
Communications: batteries, misc items, interface boxes	\$	22,214				
APR Adapters & Filters for the SCBA Mask	\$	15,785				
Lifepak Vehicle Mounts (purchased 7 under F19 4 032)	\$	2,069				
Thermal Imaging Cameras (6)	\$	8,750				
Statio 11 - Halligan/Pig Tools	\$	36,000				
Station 11 - Portable Stored Pressue Water Extinguishers - (10)	\$	5,324				
E111 Tools	\$	1,480				
Station 10 - Milwaukee Tower Lights (7)	\$	7,100				
Incidentals - trufuel, equipment repairs, other misc items	\$	1,959				
Station 10 - Water Can Harness (\$168); Hand Lights (\$770); Rechargeables (\$168)	\$	1,000				
	\$	1,106				
	\$	102,786				
8002 - FURNITURE & FIXTURES						
Appliance Repair/Replacement	\$	7,500	\$5,000	\$25,700	\$14,500	11,200
Misc - desk/table/chair replacements	\$	8,000				Recliners
Recliner Replacement	\$	6,500				
	\$	11,200				
	\$	25,700				
8003 - EMS 50/50 GRANT						
Move to Capital for Ambulance Grant or other	\$	30,000	\$30,000	\$30,000	\$30,000	CUT
50/50 matches	\$	30,000	\$30,000	\$30,000	\$30,000	Budget Analyst
						ALS Incentive Pay
	Department Total: \$	752,070	\$	759,470	\$	1,131,492
	Payroll Total: \$	6,813,048	\$	6,462,182	\$	7,090,194
	Grand Total: \$	7,565,118	\$	7,221,652	\$	8,221,686
						\$ 7,749,498
						\$ 472,188

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**32020 - EMERGENCY SERVICES - VOLUNTEER
BUDGET REQUEST**

	Detail Request	Detail	Original(Approved)	Revised	Request	Co. Admin Recommendations	Difference
3121 - AUDITING - CONTRACTUAL	18-19 Revised	FY 19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
	\$ 70,000	\$ 72,500	\$ 68,000	\$ 68,000	\$ 72,500	\$ 72,500	\$ -
<p>Auditing firm to conduct both 990's and the audits for the volunteer agencies within the County and ACFR, Inc. New Firm acquired for calendar year 2015 - Robinson, Farmer, Cox (RFP will need to be done for this budget year)</p>							
3205 - VOLUNTEER FIRE & EMS TRAINING		\$ 220,000	\$ 220,000	\$ 220,000	\$ 220,000	\$ 150,000	\$ 70,000 general
<p>Training Benefit is for volunteer agencies in Aug. Co to paid for sending volunteers to training. In County 1000 hours x \$8.00 for qualifying fire and EMS training Out of County is based on % of calls in Augusta \$1000/agency of this can be used for out of area training for top two officers</p>							
3320 - MAINTENANCE CONTRACTS		\$ 78,500	\$ 92,163	\$ 78,500	\$ 92,163	\$ 68,500	\$ 23,663 general
<p>Image Trend (Records Management) \$ 13,033 Maintenance Contract Help - Defib's/Cots/EMS Related(\$4000 per 6 rescue squads) \$ 24,000 TimeClock Annual Maintenance \$ 5,600 OSSI - CAD Interface \$ 1,730 Pump Testing - \$10,000 \$ 10,000 Drug/Alcohol Screening for Accidents- \$900 \$ 900 Ladder Testing - \$10,000 \$ 10,000 Hose Testing - 100,000 @ \$0.25/foot \$ 25,000 Teamviewer - IT \$ 500 BrowseControl - IT \$ 400 Firesolv Software - IT for Fire Boundaries - \$1,000 \$ 1,000 \$ 92,163</p>							
3800 - STATE ASSIST - FOREST FIRE CONTROL		\$ 11,750	\$ 11,750	\$ 11,750	\$ 11,750	\$ 11,750	\$ -
<p>Annual payment</p>							

	Detail Request	Detail	Original(Approved)	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY 19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

5203 - TELEPHONE SERVICES

Internet services for agencies
Internet services are increasing, we have already been contacted

5306 - INSURANCE - CASUALTY & PROPERTY

Policy renews in April of each year - estimating a 5% increase

5308 - ACCIDENT & HEALTH INSURANCE

Annual premium - Change to a Workers Comp plan with an Accident & Health in excess of policy

5602 - MEMBER REIMBURSEMENT - FUEL

Using this as a recruitment and retention tool
\$500 per year per member (in county)
running 10% of the calls or 200 man hours
This will take the place of the pay for participation
Out of County Agencies (Members that are County residents are available for 1/2 benefit)

5649 - \$4 FOR LIFE

Pass through of state revenue

6002 - VOLUNTEER RECOGNITION

Recognition of our volunteer and career system.
Over the past two years, we have brought back a miniature recognition event. We want to expand on that for this upcoming year

6003 - MARKETING & RECRUITMENT

Radio Ads, Brochures, Other Media Items
Also wanting to work more closely with Newspapers
For public awareness

	Detail Request	Detail	Original(Approved)	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY 19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
	\$ 1,200	\$ 1,200	\$ 750	\$ 750	\$ 1,200	\$ 1,000	\$ 200
							general

6012 - EMS SUPPLIES - REHAB

Supplies needed for the Rehab Unit and for large scale emergency operations for fire and EMS personnel
 Swoope Fire Company is now getting the vehicle out on more incidents

6013 - FIRE PREVENTION

Public Materials for schools and multiple functions - the volunteer agencies also use supplies from this account
 Augusta County Fair uses about \$2,500 of this

6016 - FOAM REIMBURSEMENT/REPLACEMENT

Replacement for fire fighting foam and other reusables (booms, staydry, pads, etc.)

8001 - EQUIPMENT

TimeClock Hardware replacements (3 clocks)	\$ 41,800	\$ 37,065	\$ 10,000	\$ 17,785	\$ 37,065	\$ 7,680	\$ 29,385
Tough Book Repairs - out of warranty		\$ 7,785					
Knox Box for new apparatus - 94 @ \$1,170)		\$ 4,800					
Radio Batteries - Portables \$16,000		\$ 4,680					
Routers/Misc - \$3,800 wireless in stations		\$ 16,000					
		\$ 3,800					
							general
							timelock hardware to revised
							general

	Detail Request	Detail	Original/Approved		Revised	Request	Co. Admin		Difference
			FY 18-19	FY 18-19			FY 19-20	FY 19-20	
	18-19 Revised	FY 19-20							Request to Recommend
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<u>9101 - BRIDGEWATER VOL. FIRE DEPT.</u>	24,671	31,945	24,671	24,671	24,671	31,945	31,945	31,945	
<u>9102 - CHURCHVILLE VOL. FIRE DEPT</u>	62,516	66,178	62,516	62,516	62,516	66,178	66,178	66,178	
<u>9103 - CRAIGSVILLE VOL. FIRE DEPT</u>	65,291	63,091	65,291	65,291	65,291	63,091	63,091	63,091	
<u>9104 - DEERFIELD VOL. FIRE DEPT.</u>	51,641	51,853	51,641	51,641	51,641	51,853	51,853	51,853	
<u>9105 - DOOMS VOL. FIRE DEPT</u>	78,954	86,341	78,954	78,954	78,954	86,341	86,341	86,341	
<u>9106 - GROTTOS VOL. FIRE DEPT</u>	58,792	61,341	58,792	58,792	58,792	61,341	61,341	61,341	
<u>9107 - MIDDLEBROOK VOL. FIRE DEPT</u>	58,729	60,816	58,729	58,729	58,729	60,816	60,816	60,816	
<u>9108 - RAPHINE VOL. FIRE DEPT</u>	38,194	45,893	38,194	38,194	38,194	45,893	45,893	45,893	
<u>9109 - STUARTS DRAFT VOL. FIRE DEPT</u>	74,541	79,291	74,541	74,541	74,541	79,291	79,291	79,291	
<u>9110 - VERONA VOL. FIRE DEPT</u>	85,416	92,016	85,416	85,416	85,416	92,016	92,016	92,016	
<u>9111 - WEYERS CAVE VOL. FIRE DEPT</u>	80,391	84,891	80,391	80,391	80,391	84,891	84,891	84,891	
<u>9112 - PRESTON L. YANCY STATION</u>	18,573	19,423	18,573	18,573	18,573	19,423	19,423	19,423	
<u>9113 - SWOOPE VOL. FIRE DEPT</u>	70,391	72,941	70,391	70,391	70,391	72,941	72,941	72,941	
<u>9114 - WALKERS CREEK VOL. FIRE DEPT</u>	12,498	12,748	12,498	12,498	12,498	12,748	12,748	12,748	
<u>9115 - WILSON FIRE STATION</u>	59,891	65,241	59,891	59,891	59,891	65,241	65,241	65,241	
<u>9116 - MT. SOLON VOL. FIRE DEPT</u>	54,491	59,841	54,491	54,491	54,491	59,841	59,841	59,841	
<u>9117 - NEW HOPE VOL. FIRE DEPT</u>	57,304	59,616	57,304	57,304	57,304	59,616	59,616	59,616	
<u>9118 - WINTERGREEN FIRE DEPT</u>	12,498	12,748	12,498	12,498	12,498	12,748	12,748	12,748	
<u>9126 - CRAIGSVILLE AUGUSTA SPRINGS</u>	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	

2% increase in base for all agencies

	Detail Request	Detail	Original (Approved)	Revised	Request	Co. Admin. Recommendations	Difference
<u>9130 - WINTERGREEN RESCUE SQUAD</u>	\$ 15,498	\$ 15,673	\$ 15,498	\$ 15,498	\$ 15,673	\$ 15,673	\$
<u>9151 - AUGUSTA COUNTY VOLUNTEERS</u>	\$ 15,648	\$ 14,173	\$ 15,648	\$ 15,648	\$ 14,173	\$ 14,173	\$
<u>9152 - RIVERHEADS VOLUNTEERS</u>	\$ 50,346	\$ 56,985	\$ 50,346	\$ 50,346	\$ 50,346	\$ 50,346	\$
<u>9160 - NON-COUNTY AGENCY CONTRIBUTION</u>	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000	\$
		Department Total:	\$ 2,078,274	\$ 2,086,059	\$ 2,347,216	\$ 2,081,836	\$ 265,380
		Payroll Total:	n/a	n/a	n/a	n/a	n/a
		Grand Total:	\$ 2,078,274	\$ 2,086,059	\$ 2,347,216	\$ 2,081,836	\$ 265,380

**32030 - FIRE & EMS TRAINING
BUDGET REQUEST**

	<u>Detail Request</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	FY 18-19	FY 19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
3110 - PHYSICALS							
Fire Specialist - \$700	\$ 750	\$ 1,400	\$ -	\$ 750	\$ 1,400	\$ 700	700
ALS Instructor - \$700							Fire Specialist
3310 - REPAIR & MAINTENANCE - CONTRACTUAL							
Annual Burn Building Inspection	\$ 2,600	\$ 3,410	\$ 2,600	\$ 2,600	\$ 3,410	\$ 3,410	-
	\$	\$ 3,410					
3320 - MAINTENANCE SERVICE CONTRACTS							
Grounds upkeep for Burn Building-\$700	\$ 15,020	\$ 14,220	\$ 15,020	\$ 11,020	\$ 14,220	\$ 14,220	-
KFT (PM for car prop and burn building)- \$13520	\$	\$ 700					
	\$	\$ 13,520					
5100 - ELECTRIC SERVICES							
	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	-
5102 - PROPANE							
Increase for use of Vehicle Prop. Burn Building & LP Simulator from Dixie Gas	\$ 4,500	\$ 2,500	\$ 1,000	\$ 1,000	\$ 2,500	\$ 1,000	1,500 general
5103 - WATER & SEWER SERVICES							
	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	-

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	Detail Request	Detail	Original	Revised	Request	Co. Admin	Difference
	FY 18-19	FY 19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations
5203 - TELEPHONE SERVICES							
Office lines, cell phones for training division	\$ 2,100	\$ 3,000	\$ 1,800	\$ 1,800	\$ 3,000	\$ 2,400	\$ 600
Fire Specialist - \$600	\$	\$ 1,800					fire specialist
ALS Instructor - \$600	\$	\$ 600					
5305 - INSURANCE - BUILDINGS & GROUNDS							
	\$ 3,500	\$ 3,920	\$ 3,500	\$ 3,500	\$ 3,920	\$ 3,920	\$
5501 - RECOGNITION AND TRAINING EXPENSES							
Captain	\$ 6,000	\$ 13,500	\$ 3,000	\$ 3,000	\$ 13,500	\$ 7,000	\$ 6,500
Lieutenant (2)	\$	\$ 3,200					fire specialist
Incentives for Instructors (EMT, Fire Academy & Instr)	\$	\$ 6,400					general
ALS Instructor & Fire Specialist - \$1,200 ea.	\$	\$ 1,500					
		\$ 2,400					
5652 - CONTRACTUAL TRAINING							
Pay for specialty instructors to come to the area for classes.	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 7,000	\$ 3,000
							general
5801 - DUES & SUBSCRIPTIONS							
Dues, subscriptions, professional affiliations	\$ 1,000	\$ 1,625	\$ 500	\$ 500	\$ 1,625	\$ 700	\$ 925
Chief Fire Officer Credentialing	\$	\$ 550					fire specialist
ALS Instructor - \$350	\$	\$ 375					
Fire Specialist - \$350	\$	\$ 350					
		\$ 350					
6001 - OFFICE SUPPLIES							
office supplies for training staff	\$ 3,000	\$ 2,000	\$ 1,200	\$ 1,200	\$ 2,000	\$ 1,600	\$ 400
ALS Instructor & Fire Specialist	\$	\$ 1,200					fire specialist
		\$ 800					
6005 - JANITORIAL SUPPLIES							
	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$
6007 - REPAIR & MAINTENANCE - BURN BUILDING							
Normal Routine maintenance on building	\$ 3,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$
6008 VEHICLE & POWERED EQUIP - FUEL							
Increase for additional travel on training vehicles due to daily station trainings	\$ 4,500	\$ 4,500	\$ 3,500	\$ 3,500	\$ 4,500	\$ 3,000	\$ 1,500
ALS Instructor & Fire Specialist	\$	\$ 1,000					fire specialist

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	Detail Request	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	FY 18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
6009 - VEHICLE & POWERED EQUIP - MAINT & SUPPL							
Normal routine up keep of training vehicles; increase for anticipated maintenance on training vehicles due to station training and age of vehicles							
ALS Instructor & Fire Specialist							
	\$ 7,000	\$ 6,500	\$ 4,000	\$ 4,000	\$ 6,500	\$ 6,000	\$ 500
		\$ 5,500					fire specialist
		\$ 1,000					
6011 - WEARING APPAREL							
Wearing apparel for training personnel and P/T instructors	\$ 2,400	\$ 9,500	\$ 1,000	\$ 1,000	\$ 9,500	\$ 3,250	\$ 6,250
Yearly allotment current employees		\$ 250					fire specialist
ALS Instructor & Fire Specialist		\$ 750					
PPE ALS Instructor & Fire Specialist		\$ 2,500					
		\$ 6,000					
6012 - EMS SUPPLIES							
EMS Supplies for EMT classes, CE & AED	\$ 3,000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
Rehab supplies for classes							
6013 - TRAINING MATERIALS							
Book Fund to pay books/reg for volunteers	\$ 50,000	\$ 50,000	\$ 31,000	\$ 31,000	\$ 38,000	\$ 32,000	\$ 6,000
Video, material needs to train all county personnel		\$ 31,000					general cut
Target Solutions		\$ 12,000					
AEMT Program		\$ 7,000					
6014 - SMOKE & NITROGEN - BURN BUILDING							
Increase for additional use of Burn Building	\$ 3,500	\$ 3,500	\$ 3,000	\$ 3,000	\$ 3,500	\$ 3,500	\$ -
8001 - EQUIPMENT							
Misc Equipment (wooden door blocks, plywood, drywall)	\$ 19,340	\$ -	\$ 4,000	\$ 4,000	\$ 10,570	\$ 4,260	\$ 6,310
Thermal Imaging Camera		\$ 1,000					fire specialist computer
Battery Charger		\$ 5,000					Camera
200' 1 3/4" Hose		\$ 100					
RIT Bag		\$ 750					
APR Adaptors		\$ 350					
Gate Valve		\$ 500					
ALS Instructor & Fire Specialist Computers		\$ 250					
		\$ 2,620					
		\$ 10,570					

PRRDETL Pay Increase Report - Detail Report

Pay Increase report for department # 120

Employee Number	Employee Name	Position Grade	New VRS Salary	6 Holidays 24/7	FLSA 24/7	FICA/Medicare 7.65%	VRS 9.43%	GLI 1.31%	Aetna \$8,230	W Comp 10% Inc	Hybrid Disab. .59%
561	MACE, BRYAN P.	28 S	58,193.00			\$ 4,451.76	\$ 5,487.60	\$ 762.33	\$ 8,230.00		
703	HUPMAN, DENNIS W.	24 S	47,242.00			\$ 3,614.01	\$ 4,454.92	\$ 618.87	\$ 8,230.00		
804	CRAUN, MINDAY MURPHY	24 S	62,604.00			\$ 4,789.21	\$ 5,903.56	\$ 820.11	\$ 8,230.00		
868	HURST, JEFFREY V.	30 S	72,660.00			\$ 5,558.49	\$ 6,851.84	\$ 951.85	\$ 8,230.00		
1106	SHEETS, ELIZABETH BRADL	20 S	44,196.00			\$ 3,380.99	\$ 4,167.68	\$ 578.97	\$ 8,230.00		
1445	INGLE, SHANNON L	24 S	51,346.00			\$ 3,927.97	\$ 4,841.93	\$ 672.63	\$ 8,230.00		
1515	SCHACHT, MICHAEL G.	30 S	67,662.00			\$ 5,176.14	\$ 6,380.53	\$ 886.37	\$ 8,230.00		
1519	GREPPS, STEPHEN JOSEPH	19 S	45,319.00			\$ 3,466.90	\$ 4,273.58	\$ 593.68	\$ 8,230.00		
1520	TANNER, FRANKLIN A.	20 S	42,039.00			\$ 3,215.98	\$ 3,964.28	\$ 550.71	\$ 8,230.00		
1568	MOYER, CHRISTOPHER C	24 S	48,897.00			\$ 3,740.62	\$ 4,610.99	\$ 640.55	\$ 8,230.00		
1614	MORRIS, ADAM D	20 S	51,788.00			\$ 3,961.78	\$ 4,883.61	\$ 678.42	\$ 8,230.00		
1615	MOYERS, TRAVIS W	24 S	52,187.00			\$ 3,992.31	\$ 4,921.23	\$ 683.65	\$ 8,230.00		
1628	BROWN, SHAWN PRESTON	24 S	46,167.00			\$ 3,531.78	\$ 4,353.55	\$ 604.79	\$ 8,230.00		
1712	HEWITT, BERNARD L	28 S	55,859.00			\$ 4,273.21	\$ 5,267.50	\$ 731.75	\$ 8,230.00		
1779	MELTON, MICHAEL JASON	24 S	45,933.00			\$ 3,513.87	\$ 4,331.48	\$ 601.72	\$ 8,230.00		
1795	BROWN, KENNETH W.	24 S	53,299.00			\$ 4,077.37	\$ 5,026.10	\$ 698.22	\$ 8,230.00		
1802	MCCOWN, BRANDON J.	20 S	52,308.00			\$ 4,001.56	\$ 4,932.64	\$ 685.23	\$ 8,230.00		
1807	HALTERMAN, TRAVIS G.	19 S	40,617.00			\$ 3,107.20	\$ 3,830.18	\$ 532.08	\$ 8,230.00		
1822	NORMAN, GREGORY A.	20 S	42,937.00			\$ 3,284.68	\$ 4,048.96	\$ 562.47	\$ 8,230.00		
1902	MISKER, ROBERT I.	20 S	48,441.00			\$ 3,705.74	\$ 4,567.99	\$ 634.58	\$ 8,230.00		
1932	BUNCH, ANDREW W.	19 S	40,725.00			\$ 3,115.46	\$ 3,840.37	\$ 533.50	\$ 8,230.00		
1948	PIERCE, ROD JAMES	24 S	54,201.00			\$ 4,146.38	\$ 5,111.15	\$ 710.03	\$ 8,230.00		
1964	VIA, KENNETH W.	19 S	37,626.00			\$ 2,878.39	\$ 3,548.13	\$ 492.90	\$ 8,230.00		
1970	BAILEY, JOSHUA K.	28 S	56,639.00			\$ 4,332.88	\$ 5,341.06	\$ 741.97	\$ 8,230.00		
2056	RAMSEY, NICHOLAS S.	24 S	49,221.00			\$ 3,765.41	\$ 4,641.54	\$ 644.80	\$ 8,230.00		
2121	HUMPHREYS, CATHY J.	20 S	41,693.00			\$ 3,189.51	\$ 3,931.65	\$ 546.18	\$ 8,230.00		
2131	RICH, RODNEY K. II	19 S	39,514.00			\$ 3,022.82	\$ 3,726.17	\$ 517.63	\$ 8,230.00		
2133	WILLIAMS, CARL V.	24 S	46,924.00			\$ 3,589.69	\$ 4,424.93	\$ 614.70	\$ 8,230.00		
2141	JARVIS, JUSTIN E.	19 S	39,642.00			\$ 3,032.61	\$ 3,738.24	\$ 519.31	\$ 8,230.00		
2150	MCWHORTER, KEVIN S.	24 S	50,304.00			\$ 3,848.26	\$ 4,743.67	\$ 658.98	\$ 8,230.00		
2177	BROWN, BENJAMIN D.	24 S	50,246.00			\$ 3,843.82	\$ 4,738.20	\$ 658.22	\$ 8,230.00		
2236	HITE, REBEKAH R.	19 S	36,937.00			\$ 2,825.68	\$ 3,483.16	\$ 483.87	\$ 8,230.00		
2259	THOMAS, JOSEPH E.	20 S	43,824.00			\$ 3,352.54	\$ 4,132.60	\$ 574.09	\$ 8,230.00		
2271	WRIGHT, JUSTIN C.	20 S	39,308.00			\$ 3,007.06	\$ 3,706.74	\$ 514.93	\$ 8,230.00		
2277	RHYNE, JUSTIN T.	20 S	42,200.00			\$ 3,228.30	\$ 3,979.46	\$ 552.82	\$ 8,230.00		
2278	PUMPHREY, GREGORY M.	19 S	36,921.00			\$ 2,824.46	\$ 3,481.65	\$ 483.67	\$ 8,230.00		
2280	LAM, PATRICK L.	20 S	39,028.00			\$ 2,985.64	\$ 3,680.34	\$ 511.27	\$ 8,230.00		
2281	KNOTT, KEGAN D.	19 S	36,993.00			\$ 2,829.96	\$ 3,488.44	\$ 484.61	\$ 8,230.00		
2282	HALSEY, THOMAS J.	24 S	47,003.00			\$ 3,595.73	\$ 4,432.38	\$ 615.74	\$ 8,230.00		
2283	HALL, MICHAEL A.	24 S	46,245.00			\$ 3,537.74	\$ 4,360.90	\$ 605.81	\$ 8,230.00		
2286	FINE, CALEB A.	19 S	37,847.00			\$ 2,895.30	\$ 3,568.97	\$ 495.80	\$ 8,230.00		
2287	EAVEY, JAMES C.L.	19 S	37,762.00			\$ 2,888.79	\$ 3,560.96	\$ 494.68	\$ 8,230.00		
2289	BELL, DALE D. JR.	19 S	36,975.00			\$ 2,828.59	\$ 3,486.74	\$ 484.37	\$ 8,230.00		
2290	BRUNOT, JACOB J.	20 S	38,898.00			\$ 2,975.70	\$ 3,668.08	\$ 509.56	\$ 8,230.00		
2294	BRYANT, AARON Z.	19 S	36,569.00			\$ 2,797.53	\$ 3,448.46	\$ 479.05	\$ 8,230.00		
2311	FUNKHOUSER, RONALD L. J	24 S	46,877.00			\$ 3,586.09	\$ 4,420.50	\$ 614.09	\$ 8,230.00		
2340	KEARNEY, JACK R.	20 S	41,859.00			\$ 3,202.21	\$ 3,947.30	\$ 548.35	\$ 8,230.00		
2348	RULEMAN, CHRISTIAN A.	24 S	46,106.00			\$ 3,527.11	\$ 4,347.80	\$ 603.99	\$ 8,230.00		
2377	HEMP, DARRIN K.	24 S	45,971.00			\$ 3,516.78	\$ 4,335.07	\$ 602.22	\$ 8,230.00		
2398	WONDERLEY, DANIEL J.	24 S	45,563.00			\$ 3,485.57	\$ 4,296.59	\$ 596.88	\$ 8,230.00		

Employee Number	Employee Name	Position Grade	New VRS Salary	6 Holidays 24/7	FLSA 24/7	FICA/Medicare 7.65%	VRS 9.43%	GLI 1.31%	Aetna \$8,230	W Comp 10% Inc	Hybrid Disab. .59%
2399	MAUST, MARCUS JOHN	24	\$ 46,384.00			\$ 3,548.38	\$ 4,374.01	\$ 607.63	\$ 8,230.00		
2418	LEGG, CHARLES G.	20	\$ 43,942.00			\$ 3,361.56	\$ 4,143.73	\$ 575.64	\$ 8,230.00		
2419	MACE, DAVID W.	19	\$ 35,397.00			\$ 2,707.87	\$ 3,337.94	\$ 463.70	\$ 8,230.00		
2420	NICELY, JEREMY A.	24	\$ 45,996.00			\$ 3,518.69	\$ 4,337.42	\$ 602.55	\$ 8,230.00		
2421	REESE, ZACHARY W.	19	\$ 36,293.00			\$ 2,776.41	\$ 3,422.43	\$ 475.44	\$ 8,230.00		
2510	SHIFFLETT, NICHOLAS MIC	20	\$ 41,139.00			\$ 3,147.13	\$ 3,879.41	\$ 538.92	\$ 8,230.00		
2511	BEARD, JACOB R.	19	\$ 36,303.00			\$ 2,777.18	\$ 3,423.37	\$ 475.57	\$ 8,230.00		
2524	BOOTH, CARRI L.	20	\$ 41,302.00			\$ 3,159.60	\$ 3,894.78	\$ 541.06	\$ 8,230.00		
2535	GILLESPIE, JEREMY ALAN	19	\$ 36,173.00			\$ 2,767.23	\$ 3,411.11	\$ 473.87	\$ 8,230.00		
2558	BEVERLY, TRISTON ARIZON	19	\$ 35,642.00			\$ 2,726.61	\$ 3,361.04	\$ 466.91	\$ 8,230.00		
2560	DIFALCO, BRIAN MARK	24	\$ 46,125.00			\$ 3,528.56	\$ 4,349.59	\$ 604.24	\$ 8,230.00		
2561	GOOD, MICKEY R	19	\$ 35,558.00			\$ 2,720.19	\$ 3,353.12	\$ 465.81	\$ 8,230.00		
2562	HOLLAND, ETHAN DAVID	19	\$ 35,970.00			\$ 2,751.71	\$ 3,391.97	\$ 471.21	\$ 8,230.00		
2563	KEEFE, JASON MICHAEL	20	\$ 37,981.00			\$ 2,905.55	\$ 3,581.61	\$ 497.55	\$ 8,230.00		
2564	KIBLER, HUNTER RAY	19	\$ 35,374.00			\$ 2,706.11	\$ 3,335.77	\$ 463.40	\$ 8,230.00		
2565	MAYS, REBECCA HOPE	20	\$ 41,414.00			\$ 3,166.17	\$ 3,905.34	\$ 542.52	\$ 8,230.00		
2568	PATTERSON, RYAN DAVID	19	\$ 35,715.00			\$ 2,732.20	\$ 3,367.92	\$ 467.87	\$ 8,230.00		
2572	STACHOWSKI, KYLE CHARLE	19	\$ 35,983.00			\$ 2,752.70	\$ 3,393.20	\$ 471.38	\$ 8,230.00		
2573	VESS, CHRISTOPHER JAMES	19	\$ 36,130.00			\$ 2,763.95	\$ 3,407.06	\$ 473.30	\$ 8,230.00		
2593	BECKMAN, TRAVIS J.	20	\$ 43,009.00			\$ 3,290.19	\$ 4,055.75	\$ 563.42	\$ 8,230.00		
2594	CARTER, JOEL L.	24	\$ 45,751.00			\$ 3,499.95	\$ 4,314.32	\$ 599.34	\$ 8,230.00		
2597	PENNINGTON, JUSTIN C.	19	\$ 36,194.00			\$ 2,768.84	\$ 3,413.09	\$ 474.14	\$ 8,230.00		
2647	RHODES, TAYLOR ROSS	20	\$ 41,072.00			\$ 3,142.01	\$ 3,873.09	\$ 538.04	\$ 8,230.00		
2678	GIBSON, GARY LEE	19	\$ 35,582.00			\$ 2,722.02	\$ 3,355.38	\$ 466.12	\$ 8,230.00		
2688	SPROUSE, ZACHARY THOMAS	19	\$ 35,597.00			\$ 2,723.17	\$ 3,356.80	\$ 466.32	\$ 8,230.00		
2690	PAYNE, CHRISTOPHER RYAN	19	\$ 35,253.00			\$ 2,696.85	\$ 3,324.36	\$ 461.81	\$ 8,230.00		
2705	LAWLER, MATTHEW W	28	\$ 65,479.00			\$ 5,009.14	\$ 6,174.67	\$ 857.77	\$ 8,230.00		
2724	EVERHART, SHERRY RENEE	19	\$ 35,469.00			\$ 2,713.38	\$ 3,344.73	\$ 464.64	\$ 8,230.00		
2731	VANBUREN, HUNTER JAMES	18	\$ 33,762.00			\$ 2,582.79	\$ 3,183.76	\$ 442.28	\$ 8,230.00		
2735	KNIGHTON, KRISLYN LAYNE	18	\$ 40,431.00			\$ 3,092.97	\$ 3,812.64	\$ 529.55	\$ 8,230.00		
2739	SCHIFFER, MICHAEL JOHN	20	\$ 37,113.00			\$ 2,839.14	\$ 3,499.76	\$ 486.18	\$ 8,230.00		
2740	HAUSSMANN, WILLIAM H	19	\$ 35,597.00			\$ 2,723.17	\$ 3,356.80	\$ 466.32	\$ 8,230.00		
2763	EAGLE, RYAN NEWTON	19	\$ 35,325.00			\$ 2,702.36	\$ 3,331.15	\$ 462.76	\$ 8,230.00		
2766	POOLE, WILLIAM MICHAEL	19	\$ 35,325.00			\$ 2,702.36	\$ 3,331.15	\$ 462.76	\$ 8,230.00		
2770	VICTOR, RICHARD K	19	\$ 35,469.00			\$ 2,713.38	\$ 3,344.73	\$ 464.64	\$ 8,230.00		
2783	HOPPE, DANIEL F III	18	\$ 38,827.00			\$ 2,970.27	\$ 3,661.39	\$ 508.63	\$ 8,230.00		
2792	CARTER, TY ROLAND	19	\$ 35,111.00			\$ 2,685.99	\$ 3,310.97	\$ 459.95	\$ 8,230.00		
2797	BIDDLE, BRANDON L	18	\$ 35,325.00			\$ 2,702.36	\$ 3,331.15	\$ 462.76	\$ 8,230.00		
2830	ALDRIDGE, JONATHAN MATT	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2831	ARBAUGH, AUSTIN CHRISTO	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2832	FLICKINGER, JACOB KURTZ	19	\$ 35,111.00			\$ 2,685.99	\$ 3,310.97	\$ 459.95	\$ 8,230.00		
2833	HALLQUIST, JONATHAN EDW	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2835	HARVEY, DUSTIN CODY	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2837	KNICELY, ADDISON HAYES	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2838	LITTLE, CAMERON MICHAEL	19	\$ 35,111.00			\$ 2,685.99	\$ 3,310.97	\$ 459.95	\$ 8,230.00		
2843	RADOCHA, BREANNA LYNN	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2845	STEMPIEN, HEATHER LAURE	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
2846	THIBODEAUX, ALEXANDER D	19	\$ 35,111.00			\$ 2,685.99	\$ 3,310.97	\$ 459.95	\$ 8,230.00		
2848	WILLIAMS, ALLISON TAYLO	18	\$ 33,421.00			\$ 2,556.71	\$ 3,151.60	\$ 437.82	\$ 8,230.00		
	NICHOLS, DAVID		\$ 98,757.00			\$ 7,554.91	\$ 9,312.79	\$ 1,293.72	\$ 8,230.00		
	OPEN POSITION	19	\$ 35,111.00			\$ 2,685.99	\$ 3,310.97	\$ 459.95	\$ 8,230.00		
	OPEN POSITION	20	\$ 36,888.00			\$ 2,821.93	\$ 3,478.54	\$ 483.23	\$ 8,230.00		
	24/7 Totals		\$ 412,321.45	\$ 167,561.87	\$ 244,759.58	\$ 31,542.59					

Employee Number	Employee Name	Position Grade	New VRS Salary	6 Holidays	FLSA	FICA/Medicare	VRS	GLI	Aetna	W Comp	Hybrid
Totals			\$ 4,749,605.45	24/7	24/7	\$ 363,344.82	\$ 409,005.88	1.31%	\$ 839,460.00	10% Inc	Disab. .59%
Overtime			\$ 90,000.00			\$ 6,885.00					
Part-time			\$ 180,000.00			\$ 13,770.00					
FY 20 BUDGET (NOT INCL NEW POSITION)			\$ 4,749,605.45			\$ 383,999.82	\$ 409,005.88	\$ 56,818.42	\$ 839,460.00	\$ 221,792.84	

PRPRDETL Pay Increase Report - Detail Report

Pay increase report for department # 121

Employee Number	Employee Name	Position Grade	New VRS Salary	FICA/Medicare 7.65%	VRS 9.43%	GLI 1.31%	Aetna \$8,230	W Comp 10% Inc	Hybrid Disab. .59%
1198	SHAVAR, CHRISTOPHER R.	28	\$ 60,986.00	\$ 4,665.43	\$ 5,750.98	\$ 798.92	\$ 8,230.00		
1775	HULL, BRUCE A.	23	\$ 48,757.00	\$ 3,729.91	\$ 4,597.79	\$ 638.72	\$ 8,230.00		
2120	EARLEY, CHARLES L.	23	\$ 46,154.00	\$ 3,530.78	\$ 4,352.32	\$ 604.62	\$ 8,230.00		
	Totals		\$ 155,897.00	\$ 11,926.12	\$ 14,701.09	\$ 2,042.25	\$ 24,690.00	\$ 7,566.60	

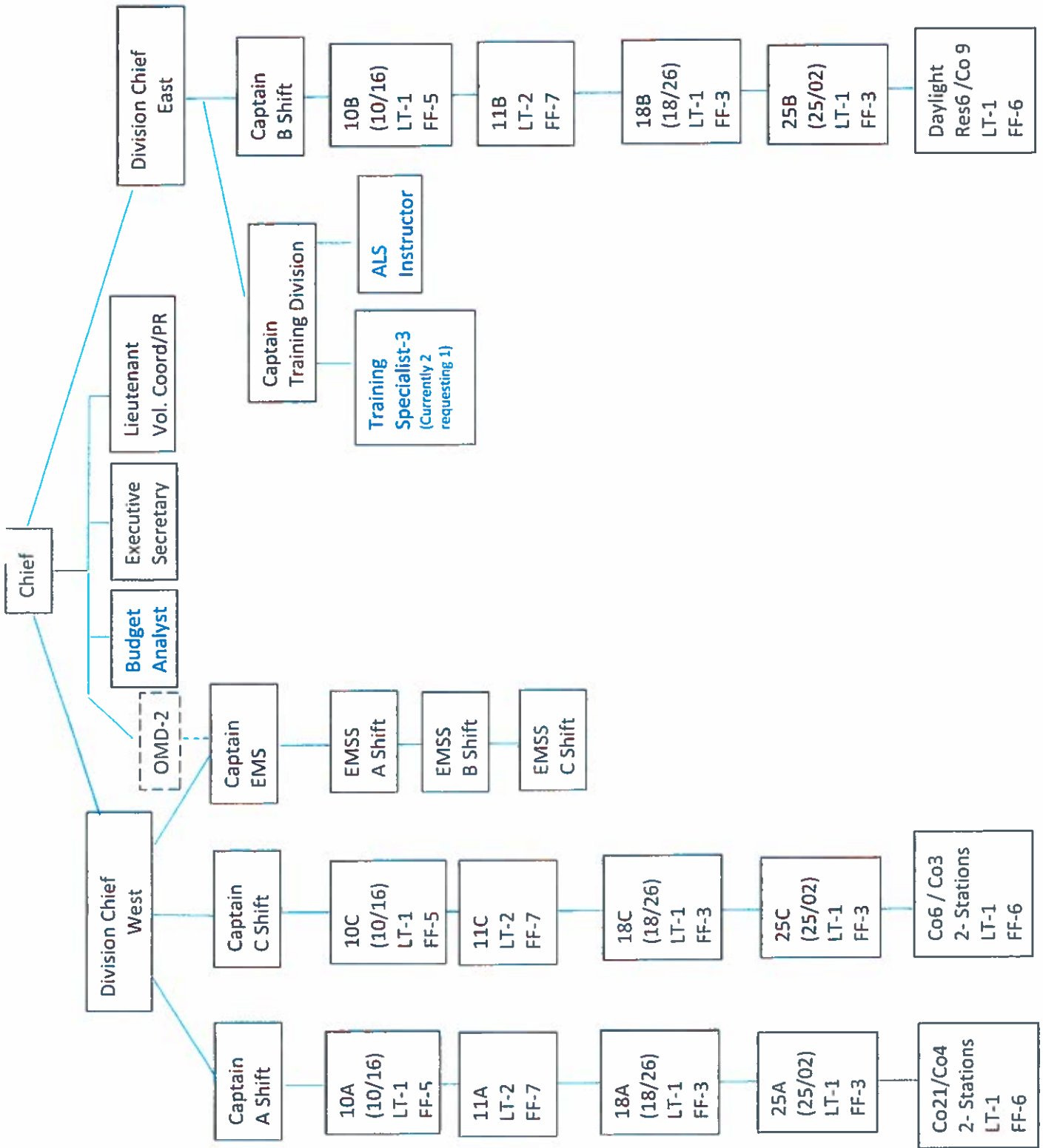
NEW	ALS INSTRUCTOR	24	\$ 44,942.00	\$ 3,438.06	\$ 4,238.03	\$ 588.74	\$ 8,230.00	\$ 2,200.49	
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	Overtime		\$ 10,000.00	\$ 765.00					
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	Part Time		\$ 35,000.00	\$ 2,677.50					
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	TOTAL NEW POSITIONS		\$ 44,942.00	\$ 3,438.06	\$ 4,238.03	\$ 588.74	\$ 8,230.00	\$ 2,200.49	\$ -
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	TOTAL (INCLUDING NEW POSTION)		\$ 200,839.00	\$ 18,806.68	\$ 18,939.12	\$ 2,630.99	\$ 32,920.00	\$ 9,767.10	\$ -
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Juvenile and Domestic Relations District Court

Department Overview:

The juvenile and domestic relations district court handles cases involving:

- Juveniles accused of delinquent acts, traffic infractions or status offenses
- Children in need of services or supervision Truancy/Runaway
- Children who have been subjected to abuse or neglect, or abandoned
- Children whose custody, visitation, support or parentage is a subject of controversy
- Children in regards to whom relief of custody or termination of parental rights is sought
- Children in foster care and who are subjects of entrustment agreements
- Minors seeking emancipation or work permits
- Family or household members who have been subjected to or accused of abuse
- Adults accused of child abuse or neglect, or of offenses against a family or household member
- Spouses seeking support after separation
- Enforcement of support orders
- Court consent for certain medical treatments
- Individuals seeking either child or family protective orders

Juvenile and domestic relations district courts differ from other courts in their duty to protect the confidentiality and privacy of juveniles and their families who have legal matters before the court. In addition to protecting the public and holding delinquent juveniles accountable, the court considers services needed to provide for rehabilitation. As a district court, this court does not conduct jury trials. Also, like all other courts in the Commonwealth, protection of victim rights and constitutional safeguards remain the same.

The Juvenile and Domestic Relations District Court serve two separate localities- the County of Augusta and the City of Staunton. One clerk serves both localities and four Judges. Currently the Honorable Linda S. Jones is the resident judge, and presides five days week. The Honorable Correy Smith presides each Wednesday and Friday and half days on the 1st, 3rd, and 5th Monday of each month. The Honorable Laura Dascher presently serves as Chief Judge. The Honorable Paul Tucker presides the second and fourth Monday of each month. J&DR Court maintain two case management systems and two financial management systems with separate audits for each. We serve two Circuit Courts, two Commonwealth Attorneys, Augusta County Sheriff's Department, Staunton City Sheriff, Staunton Police Department, Virginia State Police and Virginia Game Warden. J&DR Court maintain separate filing systems for each jurisdiction.

The Clerk's Office staff consists of the Clerk, seven full time Deputy Clerks, and one wage employee; the court is staffed at less than 70 %, whose salaries are paid by the Supreme Court for the State of Virginia.

Strategic Goals and Objectives:

- Continue to maintain high levels of service while processing increasing caseloads and adapting to mandated required by changed in laws, which affect our courts.
- Continue to communicate with localities concerning specific needs of our courts in order to provide an adequate, secure courts facility with consideration given to the required maintenance and custodial services necessary to provide a clean, safe environment to all employees and the communities we serve.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$13,489	\$18,100	\$22,060	\$19,460	7.5%

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***Change in operating includes cost of new copy lease.

Service and Performance Measures:

Item-Staunton/Augusta J&D Court	CY2018
Juvenile Cases (new filings)	3634
Adult Cases (new filings)	2883
Hearings Held	14,993

Accomplishments:

- Continue to maintain office with reduced staffing.
- Provide outstanding customer service to the public, as well as the state and local agency.
- Extensive training to all staff member, most staff members are in new positions
- Ensure expungement process is completed to ensure all available space is saved for filing, so the cost can remain low and that the need for additional filing space does not become an issue this fiscal year.

Contact Information:

Teresa L. Smith, Clerk

Location: Staunton/Augusta County J&DR Court
6 E. Johnson St. 1st. Fl.
Staunton, VA 24401

Phone: (540) 245-5306 ext. 115
Fax: (540) 245-5349

E-mail: tsmith@courts.state.va.us

Augusta / Staunton J&DR Court Employees Supplement Request

Teresa L. Smith (Clerk)	Pay Grade 14	19 years' service
30 years total state service		
Kerry Egnor (Supervising Deputy Clerk)	Pay Grade 10	19 years' service
Callie Bailey (Deputy Clerk)	Pay Grade 9	8 years' service
Scott Ogden (Deputy Clerk)	Pay Grade 8	2 years' service
Cynthia Petit (Deputy Clerk)	Pay Grade 7	5 years' service
Natalie Sandridge (Deputy Clerk)	Pay Grade 7	1 year service
Ashleigh Kester (Deputy Clerk)	Pay Grade 7	1 year service
Andrew Wonderly (Deputy Clerk)	Pay Grade 7	3 months' service

Amended Budget Request 2018 Salary Request

salary supplements for all employees (requesting 3% of their current salary to be paid quarterly.

Example August, November, February and May).

Callie Bailey	\$	1,015.20
Kerry Egnor	\$	1,153.14
Scott Ogden	\$	940.50
Ashleigh Kester	\$	895.17
Cynthia Petitt	\$	918.00
Natalie Sandridge	\$	895.17
Teresa Smith	\$	1,617.45
Andrew Wonderly	\$	895.17
Total Request	\$	8,329.80

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Supporting Documentation for Budget Requests

The juvenile court deals with very emotional issues in cases, whether it is custody and visitation issues, a termination of parental rights or a Felony offence where a juvenile or family member is the victim. Within short periods from only hours to days, on a large majority of the cases. This court's cases are long, continued several times and often very detailed and very time consuming to the deputy clerk who handles the case from beginning to end. We are currently only staffed at less than 71%, which requires other staff members to pick up the extra workload to accomplish all the job requirements within the time parameters allowed. We are two separate courts with two separate case management and financial systems. We have four judges total and multiple courts running on several days a week with different schedules.

I had two vacancies for most of the spring, summer, and fall, which delayed the entry of petitions so our numbers are down this year. The J&DR Court employees received a 3% pay raise from the State of Virginia last year with the one prior to that 12 years ago. At that time we were given a 5% raise in 2012, but we were required to pay in 5% of our pay towards retirement which created a loss of pay.

The raise the employees received still in no way makes up for the annual increase of the cost of health insurance. I have just recently gone through the hiring process of two new employees. Most qualified applicants pay was far more than my starting pay.

It is very hard to find a qualified candidate and only be able to offer the bottom of the pay scale. A lot of time, effort, and money is spent on training a new employee; therefore, I am asking to supplement the salaries in order to keep my current employees. The supplement is not a huge amount for each person but it does show the employee that someone is concerned about their wellbeing and that would go a long way in the eyes of my employees.

33030 - J&D COURT BUDGET REQUEST

Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
<u>1100 - SALARIES & WAGES</u>					
Salary Request 3% for each staff member	\$ -	\$ -	\$ 8,329	\$ -	8,329
Allowable under Code of Virginia					supplement
<u>5203 - TELEPHONE SERVICES</u>					
Cost of land lines, fax	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	-
<u>5501 - TRAVEL EXPENSES</u>					
For Judges and staff for education that is not paid by Supreme Court	\$ 400	\$ 400	\$ 500	\$ 400	100 general cut
<u>5801 - DUES & SUBSCRIPTIONS</u>					
Dues Judges National, State & District					
Dues Clerks Association					
Lawyer's Weekly Subscription, Miscellaneous					
Lexis Nexis 65 per month	\$ 780	\$ 1,700	\$ 2,660	\$ 2,660	-
<u>6001 - OFFICE SUPPLIES</u>					
Copy Machine Lease (Canon including Supplies)					
Copy Machine Lease (Xerox including Supplies)	\$ 1,675				
new Xerox proposal for expiring lease \$8,994.00 60 mo.	\$ 4,620				
Products for Judges, Case Updates, Handbook, Laws & Rules	\$ 1,000				
Miscellaneous Supplies	\$ 4,000				
Lexis Nexis 55/month	\$ 660				
Shredding services 45.40/ month	\$ 545				
	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500	-

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to Recommends
8002 - FURNITURE & FIXTURES							
<u>2 filing cabinets</u>							
4 bookshelves (kitchen)	\$ -	2,800					
2 flags	\$ -	100					
new fax	\$ -	980					
Robe for new judge	\$ -	400					
	\$ -	4,280					
			\$ -	3,960	4,280	1,400	2,880
							new flags and fax to revised
Department Total:	\$	\$	18,100	22,060	23,440	19,460	3,980
Payroll Total:	\$	\$	-	-	8,329	-	8,329
Grand Total:	\$	\$	18,100	22,060	31,769	19,460	12,309

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25TH District J&DR Court Services

Mission:

The Virginia Department of Juvenile Justice protects the public by preparing court-involved youth to be successful citizens.

Department Overview:

The 25th District Court Service Unit is a state agency which provides services to the Juvenile and Domestic Relations Court in seven (7) Counties and five (5) Cities, and covers a geographical area of 3,894 square miles. The main office for the Court Service Unit is located in Staunton, with branch offices in Covington, Fincastle, Lexington, and Waynesboro. In addition to being the Unit's main office, the Staunton office provides services specifically to the Juvenile and Domestic Relations Court in Augusta County, Highland County and the City of Staunton.

The current programs are:

- Intake
- Background Reports
- Probation Supervision
- Parole Supervision

Strategic Goals and Objectives:

- Continue to provide agency services and retain staff.
- Reduce recidivism rates of Probationers and Parolees.
- Reduce the length of probation supervision for low risk offenders.
- Develop staff proficiency in Evidence Based Practices.
- Implement and sustain DJJ Transformation initiatives.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$3,308	\$3,125	\$3,375	\$3,120	-0.2%

Contact Information:

Saundra D. Crawford, Director

Location: 25th District Court Service Unit
6 East Johnson St., 3rd Floor
Staunton, VA 24402

Phone: (540) 245-5315 x 123

E-mail: Saundra.Crawford@djj.virginia.gov

33040 - COURT SERVICES BUDGET REQUEST

	Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin Recommendations FY 19-20	Difference
<u>5203 - TELEPHONE SERVICES</u>			\$ 2,750	\$ 2,750	\$ 3,600	\$ 3,120	\$ 480
	Cost of office lines, fax, repairs (\$260/month)	\$ 3,120					
	Request cell phone for Supervisor (\$40/month)	\$ 480					Request to Recommendations
		\$3,600					
<u>8002 - FURNITURE & FIXTURES</u>			\$ 375	\$ 625	\$ 250	-	\$ 250.00 chairs to revised
	2 office chairs @ \$500	\$ -					
	3 office chairs @ \$750 FY 16-17	\$ -					
	17 mini blinds @ 170 FY 16-17	\$ -					
	2 chairs (clerical) @ \$500 FY17-18	\$ -					
	1 office chair new hire @ \$250 FY19-20	\$ 250					
		\$ -					
			\$ 3,125	\$ 3,375	\$ 3,850	\$ 3,120	\$ 730
	Department Total:		\$ -	\$ -	\$ -	\$ -	\$ -
	Payroll Total:		\$ 3,125	\$ 3,375	\$ 3,850	\$ 3,120	\$ 730
	Grand Total:		\$ 3,125	\$ 3,375	\$ 3,850	\$ 3,120	\$ 730

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Juvenile & Probation

Department Overview:

This section of the budget is comprised of County contributions to entities that provide probation and incarceration services on behalf of the County. Contributions fund preventive and operating expenditures for the services.

Office on Youth: The mission of the Central Shenandoah Valley Office on Youth is to develop positive connections between youth, their families, and communities to build a strong foundation for a successful future. The Office provides programs for juvenile offenders, parental support, substance abuse prevention, suspended and expelled youth, teen pregnancy prevention, and youth employment. The Cities of Staunton and Waynesboro participate in the Office with Augusta County.

Shenandoah Valley Juvenile Center: The Center is a regional facility providing for the temporary care and supervision of juvenile offenders detained or sentenced by order of the Court. Established in 1967 by a commission of Harrisonburg, Lexington, Staunton and Waynesboro, the Center was expanded in 1972 to include Augusta, Rockingham and again in 2011 to include Rockbridge. Localities fund the proportionate share of operating and capital costs according to the total number of detention days utilized in the preceding three calendar years. The assessment percentage for Augusta County in FY20 is 22.81%. Augusta County's annual contribution for capital expenditures is partially funded through savings within the capital improvement fund.

Middle River Regional Jail: The Cities of Staunton and Waynesboro and the County of Augusta entered into a service agreement dated June 25, 2001, to operate a regional jail facility. The County has three representatives on the Authority, which approves an annual budget. Localities fund the proportionate share of operating and capital costs according to the total number of inmate days utilized in the preceding three calendar years. Rockingham and Harrisonburg joined the regional jail as members on July 1, 2015. The County's contribution for FY20 is 34.83% for operating and 34.83% for debt service. Augusta County's annual contribution for capital expenditures is partially funded through savings within the capital improvement fund.

SAW Range: The County of Augusta and Cities of Staunton and Waynesboro operate a regional firing range. The Range consists of a target range, classroom and obstacle course that allow for training of public safety personnel. The capital and maintenance expenditures for the facility are split equally in accordance with a memorandum of understanding. For FY20 the local contributions are for maintenance and continued capital upgrades for the target system. The facility is rented to outside agencies as long as there are open dates for use.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$2,126,130	\$1,788,550	\$2,801,592	\$2,071,417	15.8%

***Decrease due to use of reserves to fund MRRJ operating costs.

33050 JUVENILE & PROBATION BUDGET REQUEST

Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin Recommendations FY 19-20	Difference
6015 - OFFICE ON YOUTH		\$	139,500 \$	150,660 \$	145,080 \$	5,580
Contribution to regional Office on Youth						
7001 - DETENTION HOME		\$	62,582 \$	69,204 \$	69,204 \$	-
Contribution to Shenandoah Valley						
Juvenile Detention Home	\$62,582					22.81%
Annual capital contribution (paid from escrow)	\$129,114					
	\$191,696					
7002 - MIDDLE RIVER REGIONAL JAIL		\$	1,576,468 \$	4,148,678 \$	1,847,133 \$	2,301,545
Contribution for operations						
Contribution for debt service	\$2,086,516					34.83%
Amendment-Dec 2018	\$643,349					34.83%
Amount funded from escrow-debt only	\$60,660					33.70%
Amount funded from 2/3 of annual buy-in loan payment	\$0					
FY2018 surplus adjustment-saved in escrow	-\$564,124					
One half debt payment from escrow	\$0					
Finalization of MRRJ budget-State/local	-\$321,675					
General fund obligation	-\$696,600					
	\$2,589,510					

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Authority to
finalize budget,
use of reserves

Request to
Recommendations

4% increase

Detail	Detail	Original	Revised	Request	Co. Admin	Difference
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations
		\$ 10,000	10,000	\$ 10,000	10,000	\$ -
Contribution to maintenance of regional firing range (25%)	\$2,000					
Capital request for upgrade of target software (out of maintenance)	\$8,000					
	\$10,000					
7004 - SAW FIRING RANGE						
Contribution to maintenance of regional firing range (25%)						
Capital request for upgrade of target software (out of maintenance)						
		\$ 1,788,550	2,801,592	\$ 4,378,542	2,071,417	\$ 2,307,125
Department Total:		\$ -	\$ -	\$ -	\$ -	\$ -
Payroll Total:		\$ 1,788,550	2,801,592	\$ 4,378,542	2,071,417	\$ 2,307,125
Grand Total:		\$ 1,788,550	2,801,592	\$ 4,378,542	2,071,417	\$ 2,307,125

Animal Control

Mission:

It is the mission of the Animal Control Department to provide quality leadership in the animal control field through consistent professionalism, humane law enforcement, and dedication to improved levels of training. Our objective shall be to educate the public and then enforce.

Department Overview:

Augusta County Animal Control continues to respond to steady citizen requests to handle animal situations. Include is health and welfare check on animals that are known concern and from complaints received. The Department continues to support the County Sheriff's Office and Virginia State Police with animal related problems. Animal Control Officers also euthanize deer and other wildlife when requested by the Department of Game & Inland fisheries. In addition we euthanize and hold animals for Staunton/Augusta Health Dept. that are the result of animal bites and rabies exposure concerns. All Health Department animal calls on weekends, nights and holidays are handled by Animal Control.

Strategic Goals and Objectives:

- Serve the citizens of Augusta County through to the best of staff's ability and to enforce regulations where appropriate.
- Collaborate with the Augusta County Sheriff's Office, Staunton and Waynesboro's Animal Control Officers and the Shenandoah Regional Animal Services Center.
- Educate citizens concerning animal welfare and of the laws and regulations.
- Review and revise Augusta County Animal Control Ordinance (Chapter 5 Augusta County Ord.)

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$177,327	\$178,050	\$179,945	\$182,491	2.5%
Operating	\$253,526	\$258,995	\$265,338	\$259,395	0.2%
Total	\$430,853	\$437,045	\$445,283	\$441,886	1.1%

Service and Performance Measures:

Item	2016 Actual	2017 Actual	2018 Actual
Total Calls Received	2781	2510	2737
After-Hours Calls Received	277	261	314
Animals Received – surrenders, strays, seized (dogs & Cats)	503	424	425
Educational Events	n/a	2	2
Court Cases (Cruelty, dangerous dogs, etc.)	19	15	30
Registered Dangerous Dogs	0	2	1
Livestock Claims	0	\$700	0
Kennel Inspections	13	15	23
Running at Large Violations	390	281	292
No County License Violations	385	267	291
No Rabies Vaccinations	385	285	291
Total Civil Summons Issued	584	500	539

Criminal Summons Issued	75	51	54
Number of people charged fees	129	119	122
Fines Collected for RAL	\$1,425	\$1,575	\$1,300
Fees Collected for No Tags	\$1,090	\$1,030	\$1,050
Fees Collected for Pick-Up	\$3,040	\$2,640	\$2,760
Fees Collected for Impoundment	\$3,970	\$3,505	\$3,545

Accomplishments:

- Received Virginia Animal Control Association's Outstanding Agency of the Year for 2017.
- Attended the Sheriff's Office Donuts with Deputies and National Night Out.
- Continue pursuing compliance of unlicensed dogs as they are made known to the Animal Control Department from the Treasurer's Office. Includes letters to dog owners with no dog tags or rabies certificate. The first letter sent is a reminder that dog tags are needed. The second letter is a violation letter. The Treasurer's Office prints letters while our receptionist checks them for duplicate letters to the same household in order to save on postage. Approximately 3,100 first notice letters and 1,100 violation letters are sent per year.

Item	2016	2017	2018
# Dog Tags Sold	6449	4325	4969
# Kennel Tags Sold*	89	92	90
Dog/Kennel Tag - Revenue	\$57,095	\$52,602	\$51,611
Dog Tag Violations - Revenue	\$22,669	\$17,676	\$16,391
Total Revenue	\$79,464	\$70,278	\$68,002

*Kennels may include 20 dogs tags sold. This is not included in the data.

- Maintain 20' disaster trailer to use for animal sheltering as part of the Emergency Operation Plan. This unit is jointly owned by Staunton, Waynesboro and Augusta County and stored in the warehouse at the Government Center in Verona.
- Assists the Sheriff's Office as needed on animal related events.
- Officers complete semi-annual gun qualification with the Augusta County Sheriff's Office.
- Continue to wear ballistic vests.
- Complete annual surveys as required by the Virginia.
- Maintain Dangerous Dog Registry as required by Law.
- A database is maintained of all calls received whether through Animal Control's main number or ECC.

Contact Information:

Candy Hensley, Assistant to the County Administrator

Location: Augusta County Government Center
 18 Government Center Lane
 PO Box 590
 Verona, VA 24482

Phone: (540) 245-5635

E-mail: animalcontrol@co.augusta.va.us

35010 - ANIMAL CONTROL BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
			\$ 3,200	\$ 7,695	\$ 5,000	\$ 5,000	\$ -

3110 - VET BILLS

Veterinarian care, euthanasia, neocropsy, etc.

Original budget	\$ 3,200
Over Budget	\$ 680
Additional funds needed	\$ 900
Court Cases	\$ 2,915
	\$ 7,695

Court Cases Total

Vet - Daisy Dog	\$1,397.05
Vet - Leach	\$900.00
Neocropsy - Leach	\$317.20
Neocropsy - Hydacheck	\$300.00
	\$2,914.25

3120 - PHYSICALS

Immunization Fees (titer vaccinations) or new hires

5201- POSTAL SERVICES

	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165
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For 2nd notice delinquent letters by Treasurer's Office and Misc. items

	\$ 500	\$ 400	\$ 400	\$ 400	\$ 400	\$ 300	\$ 100
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5203 - TELEPHONE SERVICES

Wireless air card Monthly Rate - \$50/laptop	\$ 1,200	\$ 1,800	\$ 462	\$ 30	\$ 1,800	\$ 250	\$ 4,342
landline							
switchboard							
3 cell phones							
Annual Net motion card/license - \$300							
	\$ 250	\$ 1,800	\$ 462	\$ 30	\$ 1,800	\$ 250	\$ 4,342

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations

5305 - MOTOR VEHICLE INSURANCE

3 vehicles

5501 - TRAVEL EXPENSES

State Animal Control Conference (MOU no fee) - 15 CE Pts	\$ -	\$ -					
Hotel 3 days - \$120 per day	\$ -	\$ 360					
Meals \$40/day	\$ -	\$ 120					
Misc training	\$ 300	\$ 200					
	\$ 300	\$ 680					
			\$ 1,800	\$ 2,200	\$ 2,300	\$ 2,300	\$ -
			\$ 940	\$ 300	\$ 680	\$ 480	\$ 200

* No fee on conference - MOU on trailer rental at Gov't Ctr

5684 - ANIMAL SERVICES CENTER OPERATIONS

Contribution for operations of regional Shenandoah Valley Animal Services Center (Based on annual intake per jurisdiction) (FY17-66%, FY18-64.72%, FY19-?)	\$ -	\$ -	\$ 231,000	\$ 231,000	\$ 231,000	\$ 231,000	\$ -
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5802 - LIVESTOCK & FOWL CLAIMS

Payment to citizens whose animals are destroyed by a dog. This amount fluctuates based on activity within the County.	\$ -	\$ -	\$ 2,000	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000
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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
6001 - OFFICE SUPPLIES			\$	790 \$	1,100 \$	900 \$	200 shelter lunches
VACA membership dues - \$30 ea.	\$ 90 \$	90					
Give aways for educational events	\$ 380 \$	300					
General supplies - forms, toner, etc.	\$ 700 \$	500					
Quarterly Shelter/ACO Meetings (County's share)	\$ 50 \$	200					
	\$ 1,220 \$	1,090					
6008 - MOTOR VEHICLE FUEL			\$	9,000 \$	9,000 \$	8,000 \$	1,000 general
Fuel for three vehicles							
6009 - MOTOR VEHICLE MAINT & SUPPLIES			\$	1,500 \$	2,000 \$	1,000 \$	1,000 general
Normal maintenance, tires, etc.							
Garage - Bill	\$ 92 \$	100					
Jennifer - Tires	\$ 850 \$	-					
Dwight - Tires	\$ 796 \$	-					
Oil changes	\$ 650 \$	650					
Other	\$ 112 \$	112					
	\$ 2,500 \$	862					
6011 - WEARING APPAREL			\$	1,200 \$	1,200 \$	1,200 \$	-
Uniforms and boots for three officers							
6030 - DMV ANIMAL FRIENDLY PLATES			\$	2,000 \$	2,000 \$	2,000 \$	-
Tax deductible contributions from:							
State income taxes / DMV animal tag sales	\$ - \$	-					
Offset by revenue from the State	\$ - \$	-					
Revenue passed through to Animal Services Center	\$ - \$	-					

8001 - EQUIPMENT

Detail	Detail	Original	Revised	Request	Co. Admin	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 800	\$ 2,528	\$ 2,918	\$ 1,700	\$ 1,218
Equipment such as snare poles, gloves, cages, etc.	\$ 400	\$ 400				
Repair and replace traps and equip.	\$ -	\$ 500				
Ballistic vest replacement - Hobgood	\$ -	\$ 800				
Low caliber Rifles - 3 @ \$406 ea.	\$ -	\$ 1,218				
Laptop setup expenses that didn't come from FY19 revised	\$ 2,128	\$ -				
Total	\$ 2,528	\$ 2,918				

Department Total:	\$ 258,995	\$ 265,338	\$ 264,113	\$ 259,395	\$ 4,718
Payroll Total:	\$ 178,050	\$ 179,945	\$ 182,491	\$ 182,491	\$ -
Grand Total:	\$ 437,045	\$ 445,283	\$ 446,604	\$ 441,886	\$ 4,718

Original Budget
Budget Year 2019 -2020

	<u>Employee Name</u>	<u>Position Grade</u>	<u>Total Salary</u>	<u>FICA (2100) 7.65%</u>	<u>VRS (2210) 9.43%</u>	<u>Hosp (2300) Original</u>	<u>GL (2400) 1.31%</u>	<u>Disability 0.59%</u>	<u>WC (2700) 10% Incr</u>
35010	Strickler, Dwight M.	18	44,657.00	3,416.26	4,211.16	8,230.00	585.01		
35010	Hobgood, Freddie W. II	18	43,477.00	3,325.99	4,099.88	8,230.00	569.55		
35010	Anderson, Jennifer	17	36,289.00	2,776.11	3,422.05	8,230.00	475.39		
35010	Total 35010 Overtime		124,423.00	9,518.36	11,733.09	24,690.00	1,629.94		1,668.94
			8,200.00	627.30					
				<u>10,145.66</u>					

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Facilities Management

(Includes Sanitation and Waste, and Recycling)

Mission:

To maintain all building and grounds assets at a level adequate to protect the County's capital investment and to minimize future maintenance and replacement costs; provide and maintain solid waste and recycling facilities for the citizens of the County; provide and maintain street signs throughout the County.

Department Overview:

The Facilities Management Department is responsible for the maintenance and upkeep of all County owned Properties. This includes building, electrical, mechanical and plumbing repairs, as well as preventative maintenance. The Department is also responsible for the grounds keeping aspect of each facility. This can include mowing, trimming, mulching, tree and shrub trimming, installing stone, and general upkeep and maintenance of the grounds. Janitorial/Custodial duties are also an extension of the Facilities Management Department, by the use of staff, and contract agreements. The Department also maintains ten solid waste and recycling sites located throughout the County. We also utilize the workforce crew from Middle River Regional Jail to complete projects from painting, to concrete pouring, general remodeling work, and easement maintenance. The Department makes professional signs for all County Departments and buildings, as well as street signs throughout the County. The Department is responsible for the maintenance of County owned easements which includes mowing and debris management. Snow removal at County owned properties by the use of staff, and contract agreements, also falls under the Facilities Management Department.

Properties Include:

The Government Center Complex, and extensions, fire and Rescue Burn Building, DSS Building, OSHA Building, Gochenhour Property, Grandma Moses Property, District Courts Building, Circuit Courthouse, Company 10 Fire Department, Company 25 Riverheads Fire Department, Company 11 Preston L. Yancey Fire Department, Rescue 16 Craigsville-Augusta Springs First Aid Crew, Buffalo Gap House, Verona Elementary School and Ladd Elementary School. Five Parks: Natural Chimneys Campground and pool, Stuarts Draft Park and Pool, Augusta Springs Park, Crimora Park, and Deerfield Community Center. Property leases include Berry Farm and Mill Place. Three Libraries: Fishersville, Churchville, and Deerfield Community Center. New property to be added includes Beverly Manor Elementary School, this will soon house the Juvenile and Domestic Relation District Courts, and the Commonwealth Attorney's Office while the existing structure in Staunton is being demolished and rebuilt.

Strategic Goals and Objectives:

- Provide general and preventive maintenance for County owned facilities, to include electrical, mechanical, plumbing and structural.
- Look at ways to improve on utility consumption by investigating monthly usage and formulating ways to lower consumption by repairing problems with long term solutions, and weighing out cost factors to install more economical processes.
- Provide janitorial/custodial services to facilities by staff and/or contract.
- Provide grounds keeping services by staff and or contract.
- Provide park maintenance to maintain and mark soccer fields, maintain playgrounds including those located at Library facilities, and also maintain ballfields, walking trails, and Natural Chimneys Campground.
- Maintain County owned easements.
- Utilize the workforce crew for painting, remodeling, concrete work, as well as to assist with easement maintenance.
- Maintain 15 Facilities Management Department vehicles, and 2 County Administration vehicles.
- Provide Departments with office signs, as requested.
- Install and maintain County street signs.

- Provide citizens with maintained solid waste disposal and recycling.

Budget Summary:

Highways & Roads:

Item	FY2017 - 2018 Expenditures	FY2018 – 20189 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$15,457	\$16,000	\$16,000	\$16,000	0%

Street Lights:

Item	FY2017 - 2018 Expenditures	FY2018 – 20189 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$116,078	\$118,000	\$122,500	\$120,500	2.1%

Sanitation & Waste Removal:

Item	FY2017 - 2018 Expenditures	FY2018 – 20189 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$284,496	\$289,445	\$296,554	\$301,429	4.1%
Operating	1,776,243	1,825,432	1,886,585	1,902,600	4.2%
Total	\$2,060,739	\$2,114,877	\$2,183,139	\$2,204,029	4.2%

Recycling:

Item	FY2017 - 2018 Expenditures	FY2018 – 20189 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$150,911	\$150,500	\$164,300	\$161,500	7.3%

Facilities Management:

Item	FY2017 - 2018 Expenditures	FY2018 – 20189 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$531,620	\$833,050	\$815,645	\$925,529	11.1%
Operating	795,130	1,145,400	1,140,463	1,073,400	-6.3%
Total	\$1,326,750	\$1,978,450	\$1,956,108	\$1,998,929	1.0%

***Change in personnel due to the addition of a maintenance position and position upgrade.

Service and Performance Measures:

Item	CY2017	CY2018	CY2019 Planned
Number of compactor/recycling sites provided & maintained	10	10	10
Preventive Maintenance Contracts	5	6	6
Buildings Maintained	17	18	19
Fleet Vehicles Maintained	7	15	15
Pools Maintained	0	2	2
Parks / Trails Maintained	0	5	6
Signs: Road Work	283	331	
New Blades Made	278	275	
New In House Signs	246	150	

Accomplishments:

- Performed general and preventive maintenance for County owned Facilities by use of staff, and contract agreements with zero injuries.
- Maintained County owned parks by use of staff, and contract agreements with zero injuries.
- Required employees to participate in OSHA certified safety training programs. The employees have been very attentive, and have gained a plethora of knowledge from the classes. These classes are ongoing, and will be a requirement going forward for OSHA compliance.
- Have started to establish Safety Data Sheet database as required by OSHA guidelines.
- Provided solid waste disposal and recycling for the citizens of Augusta County.
- Replaced two compactor ram heads at two separate solid waste sites, Mt. Sidney, and Sherando. Work was performed by a local Augusta County contractor at a cost of \$4700.00 each.
- Maintained Fire Extinguishers at all County properties as required by NFPA 10.
- Maintained elevator systems as required by the 2012 VA Maintenance Code Sec. 606 and ASME A17.1.
- Maintained the fire sprinkler and alarm systems as required by Title 13VAC5-51-135.
- Established an office space for the Facilities Management Director.

- Continually working together as one department to work more efficient and effectively.
- Working within a new combined budget.
- Utilizing the newly developed record keeping database to determine repair/replace outcomes as well as looking at the dollars spent on each aspect of the maintenance trade.
- Installed bullet resistant material in the main board room area. This was done by maintenance staff saving at a minimum of \$28,000.
- Successfully bid out the District Courts cleaning contract, awarded to T&A Cleaning for a savings of \$22,000 per year going forward. Cleaning has been improved at the facility as well.
- Replaced leaking water line at DSS building. This replacement was done after researching water usage recorded in the newly developed tracker system. This leak had existed in some form since 2012. The replacement will save at a minimum of \$19,000 per year going forward, a 70% decrease in cost. The cost of this repair was \$1,758.10 and was performed by the ACSA and paid for out of the Facilities Management operating budget.
- Completed new "Alpha" well project at Natural Chimneys along with upgrades to the water monitoring system.
- Completed J Loop electrical upgrade at Natural Chimneys.
- Completed roof replacement and cupola painting work at Circuit Court building.
- Corrected fire alarm issues at Circuit Court building by installing additional telephone service lines. This will also benefit the future renovation of the building. Note: This was paid for out of the Facilities Management operating budget at a cost of \$2,265.50.
- Completed board security room upgrades.
- Replaced roof on VOSHA building. This replacement was contracted with Don Largent Roofing Inc., and paid out of the Capital Account 8198 totaling \$22,829.00.
- Contracted with Boyers 72 Degrees for the replacement of the HVAC unit in basement of the Fire and Rescue training center, installed in 1993. This replacement was paid out of the Capital Account 8198 totaling \$9,272.88.
- Contracted with Blauch Brothers for the replacement of the HVAC unit in the basement of the Extension office installed in 1980. This replacement was paid out of the Capital Account 8198 totaling \$9,507.00.
- Replaced Mini Split unit in DSS computer/sprinkler room due to repeated failure. This replacement was paid out of Capital Account 8198 totaling \$4,405.00
- Replaced leaking water line at VOSHA building. This repair was realized very soon after it began. This repair was completed by the ACSA for a cost of \$2,977.80 and was paid out of the Facilities Management operating budget.
- Installed a pressure reducing valve on the main water line for the Government Center Complex. This change will help to eliminate over pressurization of the domestic water line throughout the complex, allowing the fixtures to have the desired pressure in order to perform properly and extend the life of the fixtures. This repair cost equaled \$0 and was performed by the ACSA.
- Completed the Mill Place walking trail with amenities to include a shelter, benches, trailhead, bridge, and dog clean up stations.

- Have added the maintenance and up keep of Mill Place Park walking trail to the Grounds Maintenance task list. This includes mowing, trimming, trash removal, and debris management.
- Completed UPS and PDU upgrades in the IT Department.
- Contracted with GenServ LLC to replace both generators located at the Government Center, after a failure occurred during a power outage. The installation dates on the generators being replaced are 1983 and 1976. These replacements are scheduled to take place in February of 2019.
- Worked with the IT Department to provide upgraded cellular and Wi-Fi coverage for the basement area of the Government Center.
- Procured a bucket truck for maintenance staff to utilize for pole lighting repairs at all facilities, cleaning of high windows, tree trimming and other task that may require elevation.
- Started water treatment for boiler and chiller water at the Government Center. This is funded from the Facilities Management operating budget.
- Maintained street signs throughout the County as well as signs for County properties.
- Utilized shared service with ACSB bus garage and ACSA for several completed task.
- Repaired ceiling in main hallway and adjusted previously installed heating system for sprinkler lines in ceiling.

Planned:

- Continue to provide exceptional service to the public, and our customer base.
- Continue integrating task performed by the buildings and grounds disciplines.
- Repair and paint exterior wall covering at Government Center location.
- Continue to replace lighting fixtures to a higher efficiency type, as the ballast go out, or repairs are needed.
- Develop a Facilities Capital Improvement Plan.
- Contract with Blanch Brothers for the replacement of RTU#8 at DSS location. This replacement is scheduled to take place in January 2019.
- Contract with Don Largent Roofing Inc. for roof replacement at the Government Center and Extension office locations. This will be a self-adhered type installation and the contract is for \$309,108.00. Work to proceed March 2019. BOS approval 11-14-2018.
- Repair broken curbing along west side of building at employee entrance.
- Utilize staff to maintain more equipment in order not to have to contract out as much work.
- Re-plaster pool at Natural Chimneys along with replacing the tot pool with a water feature, adding entry steps into the pool, filling the deep end of the pool to maintain a depth of 5', upgrade the pool pump and electrical, add an automatic chlorinating system, and replace skimmers, as needed. Currently procuring plans, specifications and construction estimate for bidding purposes.
- Re-roofing of the Visitor Center at Natural Chimneys or explore the option to remove the roof structure and install a hip roof structure. This would also include new lighting fixtures,

insulation, HVAC, and electrical in the ceiling. A Quote has been requested from Fort Construction for a baseline.

- Continue to work to improve the infrastructure at Natural Chimneys. Currently working to remodel "B" Bathhouse with County Staff.
- Begin the process of replacing mulched areas around the Government Center with stone. Possibly repurpose the stone removed from the roof of the Government Center and Extension Office.
- Provide educational opportunities for employees in order for them to expand their knowledge in the maintenance line of work.
- Investigate installing shade structures at Stuarts Draft Park.
- Install door from second floor hallway to roof for safe and efficient access to mechanical equipment at the Government Center.
- Expand preventative HVAC maintenance program to include coil cleaning of units.
- Further explore storm drain issues at the Government Center and look into minimizing the amount of water that backs up in the basement area.
- Investigate and repair/replace sewer line at old Smith Shop on the Government Center Complex.
- Investigate and replace floor in dispatch area of the Sheriff's Department.
- Window replacement in the Fire and Rescue Training building.
- Replace wood decking material with concrete at the solid waste sites.
- Repair or replace the hydraulic ram cylinder at the Crimora solid waste site.
- Assist Administration with Courthouse Project.
- Re-finish Administration's conference room table.

Contact Information:

Rusty Sprouse

Director of Facilities Management

P.O. Box 590

Verona, VA 24482

Phone: (540) 245-5632

E-mail: rsprouse@co.augusta.va.us

**41020 - HIGHWAYS & ROADS
BUDGET REQUEST**

Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin Recommendations FY 19-20	Difference Request to Recommends
18-19 Revised	FY19-20	\$ 16,000	\$ 16,000	\$ 17,000	\$ 16,000	\$ 1,000 general
<u>3325 - REPLACEMENT & SUPPLIES - ST SIGNS</u>						
Materials and equipment to maintain, repair, and install street signs and other sign requests.						
<u>8001 - EQUIPMENT</u>						
Laptop for field replacement.						
Department Total:		\$ 16,000	\$ 16,000	\$ 17,000	\$ 16,000	\$ 1,000
Payroll Total:		n/a	n/a	n/a	n/a	n/a
Grand Total:		\$ 16,000	\$ 16,000	\$ 17,000	\$ 16,000	\$ 1,000

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**41040 - STREET LIGHTS
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
		\$ 118,000	\$ 122,500	\$ 122,500	\$ 120,500	\$ 2,000 general cut
5100 - ELECTRIC SERVICES						
Monthly bills for streetlights, includes Mill Place fountain						
Department Total:		\$ 118,000	\$ 122,500	\$ 122,500	\$ 120,500	\$ 2,000
Payroll Total:		n/a				
Grand Total:		\$ 118,000	\$ 122,500	\$ 122,500	\$ 120,500	\$ 2,000

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**42010 - SANITATION & WASTE REMOVAL
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
							Recommends
3310 - MAINTENANCE & UPKEEP OF SITES			\$ 25,000 \$	25,000 \$	25,000 \$	25,000 \$	-
Ram Head Rebuild Mt. Sidney and Sherando	\$4,397						
Ram rebuild X 2	\$4,697						
	\$9,094						
3311 - LEASE PAYMENTS			\$ 17,932 \$	18,085 \$	18,600 \$	18,600 \$	-
Deerfield(Cale)	180	180					
Sherando	1800	1800					
Deerfield(Hoy Stevens)	500	500					
Churchville(stone Hill Farms)	11627.68	11976.51					
Greenville(Luck)	3977	4136					
	\$18,085	\$18,593					
3322 - CONTAINERIZATION PROGRAM - CONTR.			\$ 650,000 \$	650,000 \$	655,000 \$	655,000 \$	-
Contract with BTS for hauling from sites to landfill. 5 year contract began Feb. 2014. Contract includes monthly fuel adjustment.							
3500 - AUGUSTA COUNTY CLEAN UP			\$ 25,000 \$	15,000 \$	15,000 \$	15,000 \$	-
Decrease amount per previous expenditures Annual event includes hauling of additional dumpsters and tires.							
3800 - SANITARY LANDFILL #1 - CONTRACT			\$ 1,040,000 \$	1,108,000 \$	1,120,000 \$	1,120,000 \$	-
Includes daily operations and ground water monitoring at Landfill. Amount from landfill budget.							
3900 - LEACHEATE EXPENSES			\$ 60,000 \$	63,000 \$	61,500 \$	61,500 \$	-
Based on landfill budget.							

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5100 - ELECTRIC SERVICES

\$ 7,500 \$ 7,500 \$ 7,500 \$ 7,500 \$

Electric services at compactor and recycle sites.

Department Total:	\$ 1,825,432	\$ 1,886,585	\$ 1,902,600	\$ 1,902,600	\$ 1,902,600	\$ -
Payroll Total:	\$ 289,445	\$ 296,554	\$ 311,655	\$ 301,429	\$ 301,429	\$ 10,226
Grand Total:	\$ 2,114,877	\$ 2,183,139	\$ 2,214,255	\$ 2,204,029	\$ 2,204,029	\$ 10,226

42020 - RECYCLING PROGRAM BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
<u>3310 - MAINTENANCE & UP-KEEP OF SITES</u>			\$ 500 \$	500 \$	500 \$	500 \$	-
To replace or repair decks, rails, painting of containers, etc.							
<u>3322 - HAULING RECYCLING CONTAINERS</u>			\$ 142,000 \$	145,800 \$	146,000 \$	146,000 \$	-
Based on contract for trash hauling services. Includes monthly fuel adj.							
<u>3323 - PAYMENTS FOR RECYCLING</u>			\$ 5,000 \$	15,000 \$	15,000 \$	12,000 \$	3,000 general
Payment to Vector for recycling paper Light bulbs/ballasts recycling							
<u>3600 - RECYCLING COMMITTEE</u>			\$ 3,000 \$	3,000 \$	3,000 \$	3,000 \$	-
Recycling Containers							
Hazardous Waste Event							
Public School Grants							
Misc. Signs at Compactor Sites							
Funds for event booths							
(Moved from 82010)							
			\$ 200 \$				
			\$ 1,000 \$				
			\$ 1,200 \$				
			\$ 550 \$				
			\$ 50 \$				
			\$ 3,000 \$				
Department Total:			\$ 150,500 \$	164,300 \$	164,500 \$	161,500 \$	3,000
Payroll Total:			n/a	n/a	n/a	n/a	n/a
Grand Total:			\$ 150,500 \$	164,300 \$	164,500 \$	161,500 \$	3,000

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**43010 - MAINTENANCE OF BUILDINGS & GROUNDS
BUDGET REQUEST**

	Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin. Recommendations FY 19-20	Difference Request to Recommends
3310 - BUILDING MAINTENANCE - SERVICE CONTRACTS			\$ 140,000	\$ 120,000	\$ 120,000	\$ 110,000	\$ 10,000
Building Maintenance Service Contracts:							general
Elevators	\$31,500.00	31,500					
Fire Extinguishers includes Additional from P&R	\$3,250.00	3,250					
Fire Alarm and Ansul Systems	\$5,000.00	5,000					
Annual Sprinkler Systems	\$7,800.00	7,800					
Fire Alarm Monitoring Circuit	\$300.00	300					
Security Monitoring District Court	\$400.00	400					
Generator Yearly PM	\$4,300.00	4,300					
Pest Control	\$2,500.00	2,500					
Kitchen Hood Inspections	\$200.00	500					
Janitorial Services	\$44,000.00	44,000					
Equipment Rentals	\$4,000.00	4,000					
VAV Box PM South End	\$4,000.00	4,000					
Wayne Oxygen - Tanks	\$900.00	1,000					
DOLI Boiler Inspections	\$200.00	200					
Fork Lift Yearly PM	\$300.00	300					
Chiller PM Agreement	\$7,800.00	7,800					
Garage Door PM	\$1,000.00	1,000					
Back Flow Testing	\$2,000.00	2,000					
	\$ 119,450	\$ 119,850					

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations

3320 - GROUNDS MAINTENANCE SERVICE CONTRACTS

i.e. annual service contracts							
Irrigations Systems	\$ 1,500	\$ 1,500					
Augusta Springs Park Septic	\$ 400	\$ 400					
Extermination Services	\$ 200	\$ 200					
Turf Treatment @ Govt Ctr, etc.	\$ 1,800	\$ 2,500					
Grounds keeping @ Govt Ctr	\$ 12,120	\$ 11,862					
Deerfield Park caretaking & mowing	\$ 4,400	\$ 4,400					
Mowing contracts (east, west and Natural Chimneys)	\$ 46,350	\$ 48,000					
Portable toilets (Deerfield, Stuarts Draft, special events)	\$ 4,460	\$ 4,460					
Mill Place Trail Mowing	\$ -	\$ 720					
Natural Chimneys toilets	\$ 500	\$ 500					
Fire Extinguisher & Safety Inspections	\$ 250						
Additional Mowing Due to Weather	\$ 3,800	\$ -					
	<u>\$ 75,780</u>	<u>\$ 74,542</u>					
			\$ 71,980	\$ 76,000	\$ 75,000	\$ 75,000	\$ -

3325 - BUILDING - CONTRACTED REPAIR AND MAINT.

Contracted Repairs and Maintenance							
Includes contracted repair work on Generators, elevators, sprinkler system, HVAC units, electrical, plumbing, etc.							
Have Added ECC Generators (Recommended \$6000. by Donna)							
Have Added F&R Generators (Recommended \$4000 by Greg)							
			\$ 40,000	\$ 43,000	\$ 50,000	\$ 45,000	\$ 5,000
							general

	Detail	Detail	Original	Revised	Request	Co. Admin.	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommends

5100 - ELECTRIC SERVICES

County properties	\$ 348,457	\$ 348,457	\$ 385,000	\$ 391,000	\$ 391,000	\$ 385,000	\$ 6,000
Verona Elementary	\$ 4,000	\$ 4,000					general
Parks and Rec facilities	\$ 12,000	\$ 12,000					
Natural Chimneys	\$ 26,000	\$ 26,000					
	\$ 390,457	\$ 390,457					

5102 - HEATING SERVICES

County properties	\$ 118,894	\$ 118,894	\$ 127,200	\$ 127,200	\$ 127,200	\$ 90,200	\$ 37,000
Verona Elementary	\$ 4,306	\$ 4,306					general
Parks and Rec facilities (Rec Gym)	\$ 4,000	\$ 4,000					
	\$ 127,200	\$ 127,200					

5103 - WATER & SEWER SERVICES

County properties	\$ 33,520	\$ 33,520	\$ 40,520	\$ 40,520	\$ 40,520	\$ 30,520	\$ 10,000
Verona Elementary	\$ 4,000	\$ 4,000					general
Parks and Rec facilities (includes SD pool refilling)	\$ 3,000	\$ 3,000					
	\$ 40,520	\$ 40,520					

5104 - REFUSE COLLECTION CHARGES

Contracted trash collection Includes Natural Chimneys	\$ 44,500	\$ 50,000	\$ 44,500	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
Averaging \$4162 / Month X12=\$49994.	\$ 44,500	\$ 50,000					

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Detail	Detail	Original FY 18-19	Revised FY 18-19	Request FY 19-20	Co. Admin. Recommendations FY 19-20	Difference Request to Recommendations
<u>5105 - STORMWATER MAINTENANCE</u>						
	City of Staunton and Waynesboro stormwater charges	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
<u>5203 - TELEPHONE SERVICES</u>						
		\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -
<u>5300 - INSTITUTIONAL & FACILITY INSURANCE PREMIUMS</u>						
	Property, general liability and contents insurance for majority of County properties	\$ 78,000	\$ 81,113	\$ 81,200	\$ 81,200	\$ -
<u>5305 - MOTOR VEHICLE INSURANCE</u>						
		\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -
<u>5501 - TRAVEL EXPENSES</u>						
		\$ 1,000	\$ 1,000	\$ 1,000	\$ 900	\$ 100 general
<u>6001 - OFFICE SUPPLIES</u>						
	General Office Supplies - pens pencils, markers, paper	\$ 250	\$ 250			
	Ink/Toner	\$ 500	\$ 500			
	Xerox copier/printer contract	\$ 675	\$ 1,350			
	Safety meeting drinks and snacks	\$ 75	\$ 150			
		1,500	2,250			
		\$ 500	\$ 1,500	\$ 2,250	\$ 1,500	\$ 750 drinks and snacks
<u>6005 - JANITORIAL SUPPLIES</u>						
		\$ 38,300	\$ 35,300	\$ 38,300	\$ 38,300	\$ -
	Buildings	\$ 28,000	\$ 28,000			
	Parks	\$ 3,100	\$ 3,100			
	Natural Chimneys	\$ 4,200	\$ 4,200			
		\$ 35,300	\$ 35,300			

275.

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommends

6006 - REPAIR & MAINTENANCE WATER/SEWER

Natural Chimneys water filtration system

\$		\$	4,800	4,800	4,000	4,000	-
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6007 - BUILDING REPAIR & MAINTENANCE SUPPLIES

General maintenance items for employees to complete work

\$	25,000	\$	25,000				
\$	3,500	\$	3,500				
\$	7,000	\$	7,000				
\$	35,500	\$	35,500	35,500	30,500	30,500	5,000

6008 - VEHICLE & POWERED EQUIPMENT - FUEL

\$	7,100	\$	7,100				
\$	12,000	\$	12,000				
\$	1,800	\$	1,800				
\$	-	\$	6,000				
\$	20,900	\$	26,900	20,900	26,900	21,000	5,900

6009 - VEHICLE MAINTENANCE & SUPPLIES - FLEET

Building maintenance
Grounds maintenance

\$	5,000	\$	6,000				
\$	6,500	\$	6,500				
\$	11,500	\$	12,500	11,500	12,500	10,000	2,500

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations

6010 - POWER EQUIPMENT MAINTENANCE & SUPPLIES

i.e. weed eater cord, mower blades, small engine repair
 Service work on (2) Ventrac's, backhoe, etc.
 Building
 Grounds

\$ 1,500	\$ 2,000
\$ 10,500	\$ 12,000
\$ 12,000	\$ 14,000

\$	14,000	\$	12,000	\$	14,000	\$	12,000	\$	2,000
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6011 - WEARING APPAREL

Uniforms, boots, etc. - full-time employees
 Mats, rugs and rags should come from 6005
 Building - One additional Full Time Custodian (200.00)
 Grounds

\$ 430	0
\$ 6,800	\$ 7,380
\$ 2,400	\$ 2,400
\$ 9,630	\$ 9,780

\$	9,200	\$	9,630	\$	9,780	\$	9,780	\$	-
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6012 - REPAIR & MAINTENANCE - SHOP/EASEMENTS

Grounds maintenance of county owned easements
 Includes Mill Place

\$ -	\$ -
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\$	4,000	\$	4,000	\$	4,000	\$	4,000	\$	-
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6013 - REPAIR & MAINTENANCE/POOLS

Natural Chimney's Pool
 Stuarts Draft Pool

\$ -	\$ -
\$ -	\$ -
\$ -	\$ -

\$	10,500	\$	10,500	\$	10,500	\$	10,500	\$	-
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Detail	Detail	Original	Revised	Request	Co. Admin	Difference																		
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommends																		
<u>6014 - GROUNDS REPAIR & MAINTENANCE SUPPLIES</u>																								
Road Salt, Bag Salt, Mulch, stone, tree trimming, etc.																								
County owned grounds	\$ 21,500 \$	\$ 28,500 \$	\$ 26,500 \$	\$ 28,500 \$	\$ 25,000 \$	\$ 3,500																		
Natural Chimneys	\$ 5,000 \$																							
	\$ 26,500 \$					general																		
<u>6016 - REPAIR & MAINTENANCE - SHOP/GENERAL</u>																								
Small tools, gloves, safety glasses, etc.																								
Grounds maintenance	\$ 2,000 \$	\$ 2,500 \$	\$ 2,500 \$	\$ 4,000 \$	\$ 4,000 \$	\$ -																		
Natural Chimneys	\$ 500 \$																							
	\$ 2,500 \$																							
<u>6017 - INFRASTRUCTURE & UTILITIES/NATURAL CHIMNEYS</u>																								
Replacement and large repairs for infrastructural items	\$ - \$	\$ 9,000 \$	\$ 9,000 \$	\$ 9,000 \$	\$ 9,000 \$	\$ -																		
i.e. water lines, power pedestals, etc.																								
<u>8001 - EQUIPMENT</u>																								
For replacement of larger equipment - i.e. mowers, weed eaters,																								
snow plows, chain saws, drills, tool boxes, etc.																								
Building	\$ 1,500 \$	\$ 9,500 \$	\$ 9,500 \$	\$ 9,500 \$	\$ 8,500 \$	\$ 1,000																		
Grounds	\$ 8,000 \$					general																		
	\$ 9,500 \$																							
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: right;">Department Total: \$</td> <td style="width: 10%;">1,145,400 \$</td> <td style="width: 10%;">1,140,463 \$</td> <td style="width: 10%;">1,162,150 \$</td> <td style="width: 10%;">1,073,400 \$</td> <td style="width: 10%;">88,750</td> </tr> <tr> <td style="text-align: right;">Payroll Total: \$</td> <td>833,050 \$</td> <td>815,645 \$</td> <td>982,799 \$</td> <td>925,529 \$</td> <td>57,270</td> </tr> <tr> <td style="text-align: right;">Grand Total: \$</td> <td>1,978,450 \$</td> <td>1,956,108 \$</td> <td>2,144,949 \$</td> <td>1,998,929 \$</td> <td>146,020</td> </tr> </table>							Department Total: \$	1,145,400 \$	1,140,463 \$	1,162,150 \$	1,073,400 \$	88,750	Payroll Total: \$	833,050 \$	815,645 \$	982,799 \$	925,529 \$	57,270	Grand Total: \$	1,978,450 \$	1,956,108 \$	2,144,949 \$	1,998,929 \$	146,020
Department Total: \$	1,145,400 \$	1,140,463 \$	1,162,150 \$	1,073,400 \$	88,750																			
Payroll Total: \$	833,050 \$	815,645 \$	982,799 \$	925,529 \$	57,270																			
Grand Total: \$	1,978,450 \$	1,956,108 \$	2,144,949 \$	1,998,929 \$	146,020																			

Assistant to the County Administrator

Facilities Management Department 2018-2019

Director of Facility Management
1 FT - Grade 30

Working Maintenance Supervisor
1 FT - Grade 23

Inmate Crew Leader
1 FT - Grade 18

Maintenance Worker
1 FT - Grade 18

Maintenance Worker
1 FT - Grade 18

Sign Technician
1 FT - Grade 18

Sign Technician
1 FT - Grade 14

Dumpsite Coordinator
1 FT - Grade 14

Dumpsite Caretakers
-15 PT Positions

Lead Custodian/Foreman
Government Center
1 FT - Grade 12

Lead Custodian/Mail Assl.
Government Center
1 FT - Grade 11

Mail Custodian
Government Center
1 FT - Grade 12

Lead Custodian
District Courts Building
1 FT - Grade 11

Lead Custodian
Circuit Courthouse
1 FT - Grade 11

Working Grounds - Park Facility Supervisor
1 FT - Grade 24

Grounds & Facility Worker
1 FT - Grade 18

Ground Worker/Foreman
1 FT - Grade 16

Seasonal Park Technicians
3 PT Positions Year Around

Seasonal Park Technicians
4 PT Positions Seasonal Only

Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
42010 Dumpster Site Caretakers P/R		238,957.27	18,280.23					
42010 PT Caretaker Coordinator	14	16,735.68	1,280.28					
42010 Container Site P/R - New Hope	a/p	17,475.05	-					
Total 42010		273,168.00	19,560.51	-	-	-	-	9,474.74

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Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp.(2300) \$8,230	Original 1.31% FY18	m/b lower 1.31%	Disability 0.59%	WC (2700) 10% Incr
43010 Sprouse, Dwayne R.	30	61,766.00	4,725.10	5,824.53	8,230.00	809.13			
Reclass	32	4,873.00	372.78	459.52		63.84			90.84
43010 Babinger, Theodore S.	23	59,315.00	4,537.60	5,593.40	8,230.00	777.03			
43010 Cook, John W.	23	57,941.00	4,432.49	5,463.84	8,230.00	759.03			
43010 Root, Jack D.	18	49,352.00	3,775.43	4,653.89	8,230.00	646.51			
43010 Holbert, Michael A.	16	31,376.00	2,400.26	2,958.76	8,230.00	411.03			
43010 Grow, Timothy Lane	18	33,700.00	2,578.05	3,177.91	8,230.00	441.47		198.83	
43010 Kelley, Andrew S.	11	23,750.00	1,816.88	2,239.63	8,230.00	311.13		140.13	
43010 Johnson, Michael L.	12	32,556.00	2,490.53	3,070.03	8,230.00	426.48			
43010 Gill, Eimer L. Jr.	18	42,403.00	3,243.83	3,998.60	8,230.00	555.48			
43010 Nichols, Garrett Wade	18	33,811.00	2,586.54	3,188.38	8,230.00	442.92		199.48	
43010 Dull, Nicholas	11	23,867.00	1,825.83	2,250.66	8,230.00	312.66		140.82	
43010 Novack, Frank K.	18	33,562.00	2,567.49	3,164.90	8,230.00	439.66		198.02	
43010 Terry, Sara	12	25,336.00	1,938.20	2,389.18	8,230.00	331.90		149.48	
43010 Woehr, Raymond P.	11	23,651.00	1,809.30	2,230.29	8,230.00	309.83		139.54	440.91
Total 43010		537,259.00	41,100.31	50,663.52	115,220.00	7,038.09		1,166.29	8,970.95
43010 Grounds & Park Facility Maintenance	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82		197.18	852.21
Total 43010		33,421.00	2,556.71	3,151.60	8,230.00	437.82		197.18	852.21
Total 43010		570,680.00	43,657.02	53,815.12	123,450.00	7,475.91		1,363.48	9,823.16
43010-1200 Overtime		11,105.00	849.53						
43010 Good, Joey	14	16,623.36	1,271.69						
43010-1300 P/T		79,345.76	6,069.95						
Total 43010-1300		95,969.12	7,341.64	-	-	-		-	-
43010		51,848.19							
?????	PT Seas	7,540.00							29 hrs/week x 26 weeks @ \$10.00/hr = \$7,540.00
Andrew Swortzel	PT Seas	6,921.72							29 hrs/week x 26 weeks @ \$9.18/hr = \$6,921.72
John Hull	PT Seas	8,105.50							29 hrs/week x 26 weeks @ 10.75/hr = \$8,105.50
Josh Hall	PT Seas	7,653.10							29 hrs/week x 26 weeks @ \$10.15/hr = \$7,653.10
Douglas Hill	PT YR	15,724.80							28 hrs/week x 52 weeks @ \$10.80/hr = \$15,724.80
Tommy Tidd	PT YR	15,200.64							28 hrs/week x 52 weeks @ \$10.44/hr = \$15,200.64
Frank Konrko	PT YR	18,200.00							28 hrs/week x 52 weeks @ \$12.50/hr = \$18,200.00
		79,345.76							

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Health Department

Mission:

The Mission of the Virginia Department of Health is to promote and protect the health of all Virginians. The agency's vision statement is "Healthy People in Healthy Communities".

Department Overview:

VDH has 41 service areas, each with its own service area plan. VDH products and services, fully described within each of the service area plans, can be broadly categorized as follows:

- Communicable disease prevention and control,
- Environmental health hazards protection,
- Emergency preparedness and response and emergency medical services,
- Health assessment, promotion and education,
- Health planning, quality oversight and access to care,
- Drinking water protection,
- Vital records and health statistics,
- Medical examiner and anatomical services,
- Administrative and support services, and
- Financial assistance to improve access to health care and emergency medical services.

Strategic Goals and Objectives:

The local Health Department provides a wide range of products and services to promote and protect public health. The definition of public health can be expressed as what society does collectively to create those conditions in which people can be healthy. VDH serves as a leader and coordinator of Virginia's public health system. In conjunction with partners in the federal government and private sector, VDH plays a fundamental role in protecting and promoting the health of Virginians, and specifically those in your locality.

Budget Summary: Augusta County; includes local funding, state funding and revenue

	FY 2018 Expenditures	FY 2019 Adopted	FY 2019 Revised on LGA	FY 2020 Recommended	FY 2020 Requested	% Change from FY2019
County Funding	\$515,307	\$544,568	\$535,162	\$571,337	\$571,337	4.9%

Service and Performance Measures:

Item (routine)	FY 2017 Actual	FY 2018 Actual
Septic Permits Issued	267	285
Well Permits Issued	142	129
Food Inspections	211	193
Milk Processing Inspections	50	82
Tourist Establishment Inspections	22	N/A
Rabies Reports	6	N/A
Patient Visits	4,979	4,492

Contact Information:

Douglas Moran, District Administrator
Phone: 540-332-7830 ext. 326
Email: Doug.Moran@vdh.virginia.gov

**51010 - HEALTH DEPARTMENT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
18-19 Revised	19-20	FY 18-19	FY18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ 544,568	\$ 535,162	\$ 571,337	\$ 571,337	\$ -

5601 - CONTRIBUTION TO STATE HEALTH DEPT

Includes services for medical,
sanitation and milk inspections

Department Total:	\$ 544,568	\$ 535,162	\$ 571,337	\$ 571,337	\$ -
Payroll Total:	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total:	\$ 544,568	\$ 535,162	\$ 571,337	\$ 571,337	\$ -

Tax Relief for the Elderly

Department Overview:

Tax Relief for the Elderly and Disabled is authorized under the Code of Virginia Section 58.1-3210 and was adopted in Augusta County in 1992 under Ordinance 22-12. To qualify for tax relief, real estate shall be owned by, and be occupied as the sole dwelling of anyone sixty five years of age; or anyone found to be permanently and totally disabled. Applicants must meet a series of criteria to qualify for the program. If the applicant qualifies, an exemption certificate will be issued with the Real Estate Tax Bill. The exemption certificate becomes void if not presented in settlement of taxes on or before June 5 or December 5 of the tax year for which exemption is granted. The exemption amount is a percentage of the real estate tax assessed for the applicable tax year and is based on a net worth and income range for the applicant.

Budget Summary:

Item	2017- 2018 Expenditures	FY2018 – 2019 Adopted	FY2018 - 2019 Revised	FY2019 – 2020 Recommended	% Change from FY2019
Operating	\$334,609	\$322,000	\$347,100	\$350,200	8.8%

***Decrease based on historical usage of program and it is affected by any increases in the real estate tax rate.

**51020 - TAX RELIEF FOR THE ELDERLY
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin	Difference
					Recommend	
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 322,000	\$ 347,100	\$ 350,200	\$ 350,200	\$ -

5799 - TAX RELIEF FOR THE ELDERLY

Annual reduction in taxes for citizens that qualify for tax relief for the elderly deduction
Shown as tax revenue also (per Audit of Public Accounts requirement)

Department Total:	\$	322,000	\$	347,100	\$	350,200	\$	350,200	\$	-
Payroll Total:		n/a		n/a		n/a		n/a		n/a
Grand Total:	\$	322,000	\$	347,100	\$	350,200	\$	350,200	\$	-

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Parks and Recreation

(Including Natural Chimneys)

Department Overview:

Augusta County Parks and Recreation is dedicated to providing a variety of quality recreational and leisure opportunities to the citizens of Augusta County. The department's goal is to enhance quality of life for all citizens by managing resources and facilitating leisure services and recreational opportunities in safe, well-maintained environments at our parks and facilities. A wide variety of recreational, educational, and life-long learning activities are provided on a seasonal basis in active and passive environments.

Parks and Recreation provides these opportunities at six parks and two indoor facilities of varying size throughout the County. Each park has been either built or acquired in the past 20 years and amenities within them have developed incrementally as funding has been provided. These parks are now anchors within communities around the County, providing convenient access to outdoor recreation. The two facilities managed by the department provide vital programming space wherein thousands of citizens of both Augusta County and surrounding localities participate in recreational activities annually.

The Augusta County Rec Gym is located in Fishersville in the Woodrow Wilson complex off of Route 250. In the 1990s the department began providing programming in the building, originally the Wilson High School gymnasium. While it is still owned and lightly used by the Augusta County School Board, the majority of activities housed in the gym are provided by Parks and Recreation. It features a full size basketball court, metal bleachers, restrooms, and a karate room. The space is also available for rent on Friday nights and weekends between September and April and does see a steady flow of rentals during that time. The building is not air-conditioned and is, therefore, not used during the summer.

Stuarts Draft Park was the first of its kind for the department. The property was purchased in 1998 and was gradually developed in the following years. Located on Edgewood Lane, just off US Route 340, the park features a Junior Olympic size swimming pool, two picnic shelters, an amphitheater and a playground. There are also two soccer fields, two little league baseball fields, and a lengthy walking trail. The department's aquatics programming including swim lessons and the Dolphins Swim Team are held primarily the Stuarts Draft pool. This park also hosts the very popular annual Sweet Dreams Festival, organized by Sweet Dreams Festival Inc.—a local 501(c)(3) non-profit organization.

Crimora Park was acquired in 2000 and is one of two Augusta County parks that provide river access—Crimora being the only one to provide access year-round. Located on New Hope and Crimora Road, just west of the Crimora community, this park is about 18 acres and is split into two levels based on existing topography. It features two picnic shelters, two playgrounds, and a seasonal restroom on the elevated level. A walking trail, almost ½ mile in length, meanders through this level. On the lower level, the park features a large manicured grass area and over 1,000 feet of river frontage that provides ample access to the South River for kayaking, canoeing, and/or fishing. The Crimora Community Center, operated by the local Ruritan Club, and two lighted baseball fields, operated by the Crimora Baseball Association, are at the entrance to the park.

In 2006, Augusta Springs Park was added to the department. Located on Augusta Springs Road but just off US Route 42, this park is 25 acres in size and includes a playground, a basketball court, a picnic shelter, a seasonal restroom, a multipurpose field, and a walking trail almost one mile in length. This is a unique park as it is entirely flat, with most of its area in the Little Calfpasture River floodplain.

Deerfield Park was then acquired in 2010. This 4.5 acre park is located on Marble Valley Road in Deerfield. It features one picnic shelter, a playground, volleyball net, basketball court and a Community Center that houses the Deerfield Library Station. A walking trail, approximately 0.32 miles in length runs around the perimeter of the park and several tables are scattered under numerous stately oaks trees.

Also in 2010, the County acquired Natural Chimneys Park and Campground—the department’s largest and most popular park. Located in Mt. Solon, this 135 acre park offers many recreational opportunities to county citizens and other visitors from across the state and nation. It features the towering limestone formations for which it is named, trails, picnic shelters, a performance stage, a swimming pool, seasonal access to the North River, and a very popular seasonal campground that is experiencing its fourth generation of campers. Both day visitors and those who choose to stay overnight in the campground find plenty of space and opportunities for recreation, relaxation and fellowship. The facility is managed by Department staff. This park’s annual remote operation, including the available camping program, has been designed to be at least revenue neutral since it was gifted to the County by the now-dissolved Upper Valley Regional Park Authority.

The department has also been involved in the management of the Berry Farm property which was acquired by the County in 1964. The property has been managed with a relatively hands-off approach with conservation of watershed and aquifers, wildlife habitat and open space in mind. Over the years, several sections of the property have been parceled off and deeded to the Augusta County Service Authority for the purpose of establishing drinking water sources. Additionally, a portion of land has been leased to Project GROWS, a non-profit farm which strives to educate the local community regarding sustainable food production and access. The Berry Farm property presents numerous opportunities for recreation. The property already has an extensive trail system which is lightly maintained and has recently received enhancement from a local Boy Scout Eagle project. The Berry Farm is a textbook example of property that could be developed for both open space conservation and passive recreation opportunities in the future.

In 2013, the department moved its offices to a more central location within the Government Center. With that move, previous programming space in the building became unavailable. However, a space on the second floor of the Government Center was developed into what is now called the Activity Room. This space is where we host many of our fitness and dance programs. It is also used for some of our instructional, classroom based programs. This well-lit space features a laminated dance floor, ballet barres, a mirror wall, and three large televisions.

The most recent addition to our department’s repertoire is The Trails at Mill Place. Completed in 2018, the pocket park is located in the County’s Mill Place Commerce Park and provides visitors with a small picnic pavilion and a two-thirds of a mile paved walking trail that circles around a 2 acre storm water retention pond. Several benches are placed around the trail for those who would like to take a break and relax in this beautiful outdoor setting. The pond contains several species of freshwater fish and is open to catch and release fishing.

Strategic Goals and Objectives:

- Adjust the department’s organizational structure to improve employee efficiency and productivity. First by creating a Project Coordinator position to share with the Department of Economic Development. This position would be responsible for a variety of administrative tasks and project oversight, freeing up labor hours for a current staff programmer to focus on programming and providing recreational opportunities with multiple benefits including unrealized revenue. Secondly, direct the newer position of Recreation Manager to lead their supervised staff/programming staff in a planning and visioning process for recreational programs and events that are possibilities over an 18-24 month period rather than quarter by quarter.
- Pursue a master plan specifically for Natural Chimneys Park.
- Overhaul/redesign and rebranding of our existing afterschool recreation program (known as CARE). This initiative is needed first and foremost to address the significant issue of our inability to fill the required staff positions and retain staff for a long enough period of time that the initial training investment and expense is realistic. This is also needed as adults (parents/guardians/etc.) with children enrolled in the program have come to view the program as ‘childcare’, which it is not nor is the department licensed or certified to provide.
- Promote the availability of the first walking trail and parklet of Trails at Mill Place Commerce Park. Closely monitor public use and consider it as the annual management plan for that recreational amenity is developed over the first year of operation. Also, continue discussions regarding potential development of other trails on the property based on the property’s existing long range plan.

- Finish the revision of the *Comprehensive Parks, Recreation, and Open Space Master Plan* that was originally completed and presented to the public in 2003. It is imperative that a needs assessment for recreational facilities, amenities, and/or properties be completed as a part of this process. Based on this revised plan, chart a course for the Department to take over the next 5 to 7 years.
- Continue to grow the department's 'market presence' for its varied recreational opportunities through an improved and aggressively distributed seasonal publication (Activities Guide) and a young partnership with the Augusta County Library. Use our E-newsletter, and its planned distribution expansion, along with existing social media platforms to complement the Activities Guide and keep our recreational offerings 'in front' of citizens/customers.
- Intentionally drive the general public/citizens to use 'on-line registration' for programs and activities and reservations for camping. Consistently examine if there are ways to make the process more user-friendly.
- Ongoing evaluation of the costs of programs/events in comparison to the benefits produced or realized which determines staff's investment of time and resources - - consistent efficiency reviews.
- Further grow community use of existing recreational facilities that may result in additional revenue streams. Enhance existing parks and recreational facilities with trending amenities.
- Continue to work closely with the Facilities Management Director and his staff in their supervising all aspects of the general upkeep, repairs, maintenance, custodial, and grounds keeping responsibilities for all parks and recreational facilities owned by Augusta County.
- Replace the 2009 Ford minibus with a new minibus that is handicap accessible.
- Maintain clean parks and safe recreational equipment (playgrounds, ball fields, soccer goals, etc.)

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$872,027	\$815,054	\$781,666	\$824,488	1.2%
Operating	426,542	399,600	387,900	413,800	3.6%
Total	\$1,298,569	\$1,214,654	\$1,169,566	\$1,238,288	1.9%

There are few significant changes in the department's new FY20 budget. You will notice a significant difference between budget year 17-18 and going forward because approximately \$291,500 in expenses (personnel and operating) were transferred to the Department of Facility Management (-43010 from -71010 and -71020) for budget year 18-19 as a part of the reorganization..

Change in personnel figures would be driven largely by the request for a new, shared Project Coordinator position with the Department of Economic Development. This request is thoroughly outlined in supplemental documents that include justifications and anticipated detailed expenses along with offsetting revenue. There will also be changes in personnel figures based on the following part-time employee details:

1. Lower requested wage totals for the afterschool recreation program as we will need to limit enrollment and reduce the number of staff. This is a result of our inability over the past 12-16 months to adequately staff the required positions for enrollment.
2. Increased requested wage totals for the summer camp programs due to increased enrollment and participation at additional camp sites.
3. Slightly reduced wages for other programming staff positions that were originally allocated to the department when the previous budget year's request for a full-time position was not approved. We have found that the supply of qualified and motivated potential part-time programming employees is extremely thin to non-existent.

Operating change would be contributable to:

1. Increased requests for program costs (like -3201, -3205, -3800, -6024, etc) with more programs expected now that we have all of our current programming staff positions filled. These increases are offset and directly influenced by the projected revenue for the department.
2. Increase in Event Supplies (-6004) expense request as funds are shifted from historically being allocated to Adult Program Supplies (-6024) to Event Supplies (-6004) for special events and the like. Essentially better accounting practices and return on investment measurements being put in place.
3. Requested increase for Advertising (-3600) due to paper costs increasing, using better quality of paper to increase shelf-life, and having more professional design work done.
4. Increase in CARE supplies (-6002) request due to the focused, intentional effort to vastly improve the quality of the recreational experience offered. These efforts may require an initial investment level that is not required year after year.
5. Increase in CAMP supplies (-6003) request due to expanding the program in sites offered and enrollment. Directly offset by increased projected revenues.

Service and Performance Measures:

Item	2018 Actual
Programs Offered	449
Programs Realized/started	357
Participants	8,912
Participation Hours	246,053

**does not account for Sweet Dreams Festival or other special events where no admission is collected nor pre-registration required thus making participant counts hard to determine.*

Accomplishments:

- Realized a 3% increase in participant hours even though our program offerings and number of participants decreased over the previous year due to a programmer's position being unfilled for 12 plus months.
- For the second straight year, maintained an 80% success rate/percentage for offered programs over entire FY. This two year period is the department's greatest success percentage in more than a decade and speaks to the focus on staff efficiency and return on investment.
- The Department filled its full-time position of Program Coordinator for Special Events (Alex Williams) and its part-time position of Program Coordinator for Senior Adults (Pam Mowery).
- In calendar year 2018, three department staff were recognized with the monthly County Administrator's Award of Excellence. That is 25% of the recognition given over the year.
- Joyce Johnson, our Recreation Manager, attended the second year of NRPA's National Supervisors' Management School in November 2018 and has completed the two year program. She is one of less than a hundred every two years that are selected to attend this school. She is also the first employee of our department ever to have this accomplishment.
- Kelly Rourke, Park Coordinator for Natural Chimneys Park, attended and completed the Leadership Training Institute, provided by the state's parks and recreation professional association (VRPS). She was one of 35 rising leaders in the field granted admission based on application for this school that runs every two years.
- Completed the successful transition of staff, responsibilities, resources and supplies to the Facility Management Department with new supervision and reorganization. This change has most positively and significantly influenced the maintenance, custodial, and grounds keeping operations of our parks and facilities. Its success was an extremely cooperative effort by multiple departments.
- In September, opened Trails at Mill Place with the paved walking trail and small parklet within Mill Place Commerce Park. This was a \$231,000 project with an additional \$12,000 plus in private investment.

- Connected a new well at Natural Chimneys Park to the existing water system after approval by the Office of Drinking Water, of the Virginia Department of Health. This project became a necessity when the existing two shallow wells began to fail/collapse and run dry. The total cost for the project was \$175,000.
- A \$40,000 plus renovation of the stage at Natural Chimneys Park was completed with donated supplies, materials, and labor through the park's partnership with Black Bear Productions for the annual Red Wing Roots Music Festival. This renovation converted the stage to a more timber frame appearance and greatly improved the acoustics and aesthetic appeal.
- \$48,800 in utility improvements were completed to Shelter #4 and camping loop J at Natural Chimneys Park. This work involved replacing an 800 amp MDP, 16 campsite's utility hookup pedestals and electrical outlets and running new electrical feeder lines and water lines for these hookup pedestals.
- Replaced the 2003 Chevy minibus with a new 2017 Ford E450 Super-Duty minibus. The Chevy was the first bus the department conducted trip programming with.
- Formed a partnership with the Augusta County Library whereas our quarterly/seasonal Activity Guide could be slightly redesigned with a dedicated space of up to 8 pages of content for the library. This effort allowed the library to stop doing a separate newsletter piece for marketing and promotions, further increasing efficiencies within the county. The first publication of the new partnership was spring 2018.
- Expanded our afterschool recreation program (CARE) to North River Elementary School for school year 18-19 with hopes of serving an area of the county that the program had not been offered in before.
- Added an additional summer CAMP site (Cassell Elementary School) based on demand and grew registrants and direct revenue by 33%.
- Cooperatively sponsored, administered, and hosted the 18th Annual Sweet Dreams Festival which attracted over 4,000 attendees. This was the first year that the event was held in June.
- Held the first Community Halloween celebration on Saturday, October 27 at Natural Chimneys Park. The approximate attendance was 1,550 people with roughly 425 of those already camping at the park for the weekend. Staff already have plans to expand the event and received constructive and encouraging comments back from participants
- Conducted the 15th Annual Senior Health Fair for our county's senior adult population. There were 41 total vendors and more than 210 attendees.
- Hosted the sixth, annual Red Wing Roots Music Festival at Natural Chimneys Park in cooperation with Black Bear Productions (www.redwingroots.com). The event had its greatest attendance yet and sold out admission tickets for all three days of the event. This year's festival had a different dynamic as the production company had purchased the tract of land bordering the park to the north and made that available for additional camping. This was also the event's first use of the renovated stage.
- Administered \$32,952 in Recreation Matching Grants during the calendar year 2018 towards more than \$56,100 worth of improvements in recreational facilities and amenities in the county.
- Through a partnership with the Augusta County Library, A StoryWalk[®], created by Anne Ferguson of Montpelier, VT, encourages both literacy and outdoor recreation. The installation was funded entirely through a community sponsor.
- At the conclusion of FY17-18 and following deductions for depreciation, the department had recovered 55% of all operating expenses through direct revenue streams. This was the fifth straight year exceeding a recovery percentage of 50%.

Contact Information:

Andy Wells, Director

Location: Augusta County Government Center
 Augusta County Parks and Recreation
 18 Government Center Lane
 P.O. Box 590
 Verona, VA 24482

Phone: (540) 245-5727

Fax: (540) 245-5732

E-mail: parksrec@co.augusta.va.us

**71010 - PARKS & RECREATION
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
			\$ 58,000	\$ 40,000	\$ 45,000	\$ 45,000	\$ -

3201 - FEE BASED PROGRAMS

Direct leadership cost with all department programs
**Has averaged about 24-28% of projected*
 Rec Fee revenue 016130-0006 over past 4 years
original FY19 request reflected FT position that wasn't
and PT programmer position unfilled for 12 months
Now PT programmer position filled - creating ops for
new/more programs and additional revenue

\$ 43,500

\$ 45,000

3205 - CREDIT CARD FEES

Estimated on past yearly expenditures
 and based on 1.6% of total revenue
 Fees trending lower with more secure on line tx
 Preferred method of payment (over 90% of trxn)
**Directly related to total revenue*

\$ 12,000 \$ 14,400 \$ 14,100 \$ 12,100 \$ 2,000
 general

3320 - MAINTENANCE SERVICE CONTRACTS

Annual Maintenance & Hosting - Rec Trac software
 RecTrac Training for staff @ \$100/hour
 for FY19 most expenses transferring to 43010 budget

\$ 6,000 \$ 6,300
 \$ 800 \$ 700

\$ 6,700 \$ 7,000 \$ 7,000 \$ -

292

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
			\$ 70,500	\$ 70,500	\$ 75,000	\$ 70,500	\$ 4,500
							general

3600 - ADVERTISING

Quarterly brochure/guide at plus 54 pgs/run @ 32K quantity
 - includes all design, print, postal distrib.
 - run approx \$19,200/issue (8% increase in paper and supply cost and new designer)
 Less Library contribution to guide (\$900 x 4 issues)
 E-newsletter (\$400/year - increased distribution)
 2 domains - annual renewal
 Facebook/social med promotions
 use of Canva for design purposes
 Photography

*Historically, 50% of this expense is recovered through total revenues by conclusion of FY

3800 - CONTRACT SERVICES - LIFEGUARDS

Contracted services with the Staunton Y to provide lifeguards for ACPR Pools
 Contract rate of \$14.25/hour for 2017
 Revised to actual as expenses are done
 *new agreement for new season so fees could increase slightly over '18 (3-5%) - about 3,400 hrs @ \$15/hr
 **smr 2018 was very wet and cut down on worked hrs

5201 - POSTAL SERVICES

Doing more online registrations thus Email confirmations/correspondence.

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5203 - TELEPHONE SERVICES

includes Monthly cost for share of office, cell phones
 Natural Chimneys land line and internet service
 Natural Chimneys connect/disconnect fees and service calls
 allows for 3% increase in new FY but no new cell phones
 increase for FY19, due to absorbing from 71020

5305 - MOTOR VEHICLE INSURANCE

3 vehicles; 2 mini-buses
 for FY19 majority transferring to 43010 budget
 *do have new, replacement bus to insure and requesting
 another new bus in FY20 plus additional vehicle

5501 - TRAVEL EXPENSES

2 staff for 3 days at Annual VRPS
 conference at \$675 per
 1 staff candidate to attend Ldr Training Institute
 1 staff to attend LTI and provide leadership
 5 staff at least 1 educational/training
 at \$60 per
 Bus Drivers & Site Coordinators - First Aid & CPR trning
 NRPA Event Mgm't School for Alex W
 VRPS Mgm't Conference

Detail	Detail	Original	Revised	Request	Co. Admin	Difference
					Recommendations	
18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
		\$ 9,000	\$ 9,000	\$ 9,300	\$ 9,000	\$ 300
						general
		\$ 3,000	\$ 3,000	\$ 3,700	\$ 3,000	\$ 700
						general
		\$ 3,500	\$ 3,500	\$ 5,500	\$ 4,500	\$ 1,000
						general
\$ 2,100	\$ 1,500					
\$	\$					
\$	\$					
\$	\$					
\$	\$					
\$ 1,600	\$ -					
\$ 4,200	\$ 5,800					

	Detail	Detail	Original	Revised	Request	Co. Admin.	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

5801 - DUES & SUBSCRIPTIONS

VRPS agency membership (Director & one)	\$ 200	\$ 250					
VRPS Professional Memberships	\$ 750	\$ 825					
8 @ \$75 prt							
2 @ \$60 prt							
NRPA Agency membership	\$ 650	\$ 700					
up to 10 FT staff and 10 Citizens/Cmsnrs	\$ 1,600	\$ 1,775					
			\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -

6001 - OFFICE SUPPLIES

Monthly lease fees for Xerox (\$525/month)	\$ 6,300	\$ 6,300					
plus additional copy rate w/lots of in-house							
printing jobs and pieces	\$ 2,700	\$ 2,700					
copy paper, pens, pencils, binders, laminates							
and special template products							
*should be revised down to allocate Facility Mgmt budget	(\$550)						
\$550 for their unbudgetted expense taking on dept's							
old copier/printer	\$ 8,450	\$ 9,000					
for FY19 absorbing from 71020							
			\$ 9,000	\$ 8,400	\$ 9,000	\$ 8,400	\$ 600 general

6002 - SUPPLIES - CARE PROGRAMS

Various supplies for participants in the	\$ 14,250	\$ 12,000					
program including: crafts & art, rec equip, guest fees							
Also includes staff training materials,	\$ 1,250	\$ 1,500					
background checks, staff shirts,							
and licensing fees.							
*Significantly altering program for school year 19-20		\$ 7,000					
including the quality of the output thus increasing							
supply costs; an unknown to a degree as well							
*coordinates directly with revenue item							
016130 - 0007	\$ 15,500	\$ 20,500					
			\$ 17,000	\$ 15,500	\$ 20,500	\$ 20,500	\$ -

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations

6003 - KIDS CAMP SUPPLIES

Includes expenses for field trips, breakfasts, paid programming, etc	\$ 19,200	\$ 25,500		\$ 32,600	\$ 40,000	\$ 40,000	
*Added additional site for summer 2018 so caused increased expenses (originally 3 sites so 33% increase)	\$ 6,800	\$ -					
*with improved quality of field trips, advanced deposits required before end of FY	\$ 5,500	\$ 5,000					
**expanding summer camp program to include an additional offering but would require additional supply expenses	\$ 1,000	\$ 3,500					
Have discovered with time, increased competition for time requires us to invest more in the experience we provide to insure participation (25-32% of fees generated)				\$ 18,500	\$ 40,000	\$ 40,000	\$ -
*coordinates directly with revenue item							
016130 - 0008	\$ 32,500	\$ 34,000					

6004 - EVENT SUPPLIES

Special Events/Programs like Sr Health Fair, Food Truck, Tractor Par Halloween and Dog Days @ NC Park	\$ 3,800	\$ 5,500		\$ 7,800	\$ 10,000	\$ 8,000	\$ 2,000
Special Weekend/Holiday programs @ NC Park							general
Sweet Dreams Festival investment new for FY19, light expenses from previous 71020 absorbed but also expanding to provide more accurate accounting for special event/program planning that doesn't fit our traditional model for revenue recovery	\$ 4,000	\$ 4,500					
*previously most expenses billed to -6024 but moving							
*coordinates with revenue items - 0001, 0002, -0003, -0006							

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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
							Recommendations
6008 - VEHICLE & POWERED EQUIPMENT - FUEL							
Fuel to operate departmental vehicles, power mowing and field equipment overly successful bus trips could affect but would be reflected in increased revenue			6,200 \$	13,700 \$	15,100 \$	13,100 \$	2,000 general
*projections/mkt trends say 10% increase for fuel costs in 2019-2020							
**did not account for high percentage of bus trips and shortage in CARE staff requiring frequent/daily trips							
6009 - VEH MAINT & SUPPLIES - FLEET VEHICLES							
3 vehicles and 2 mini-buses only in new FY19			3,500 \$	3,500 \$	4,000 \$	4,000 \$	-
Higher mileage mini-buses account for most expenses account for most of the expenses							
for FY19 majority transferring to 43010 budget							
*for FY20, requesting new, replacement bus which should keep expenses lower but also another vehicle maybe higher mileage as extra vehicle							
6021 - PROGRAM EQUIP & MATERIALS							
Recyclable supplies such as balls, nets, line paint	\$ 3,000 \$	2,000					
Lifeguard umbrellas & aquatics activity supplies	\$ 1,800 \$	2,000					
First Aid supplies	\$ 500 \$	250					
Pickleball equipment (nets, paddles, etc)	\$ 200 \$	200					
Event apparel & safety-wear for staff	\$ 500 \$	1,200					
replacing some park signage	\$ 650 \$	1,000					
Park new signage	\$ 6,650 \$	7,650					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
						Recommendations	
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
			\$ 112,000	\$ 98,000	\$ 105,000	\$ 105,000	\$ -

6024 - ADULT PROGRAM SUPPLIES

Includes all supplies that are consumed in our programs: trophies, admission tickets, chartered busses, class supplies
 *relocated some expense to line item -6004
 *Historically been at 55% of projected Rec Fee revenue 016130 - 0006 but in effort to host more programs with fewer participants per, have allowed reduction in Net ops which makes this closer to 60%

8001 - EQUIPMENT

vehicle kits (scrapers, compressors, jumper cables, etc)
 step ladder for new bus
 tool kits for vehicles & office/program areas
 wet/dry vac
 for FY19 majority transferring to 43010 budget

\$ 300	\$ 150	\$ 250	\$ 75	\$ 975	\$ 500	\$ 1,000	\$ 500	\$ 500
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8002 - FURNITURES & FIXTURES

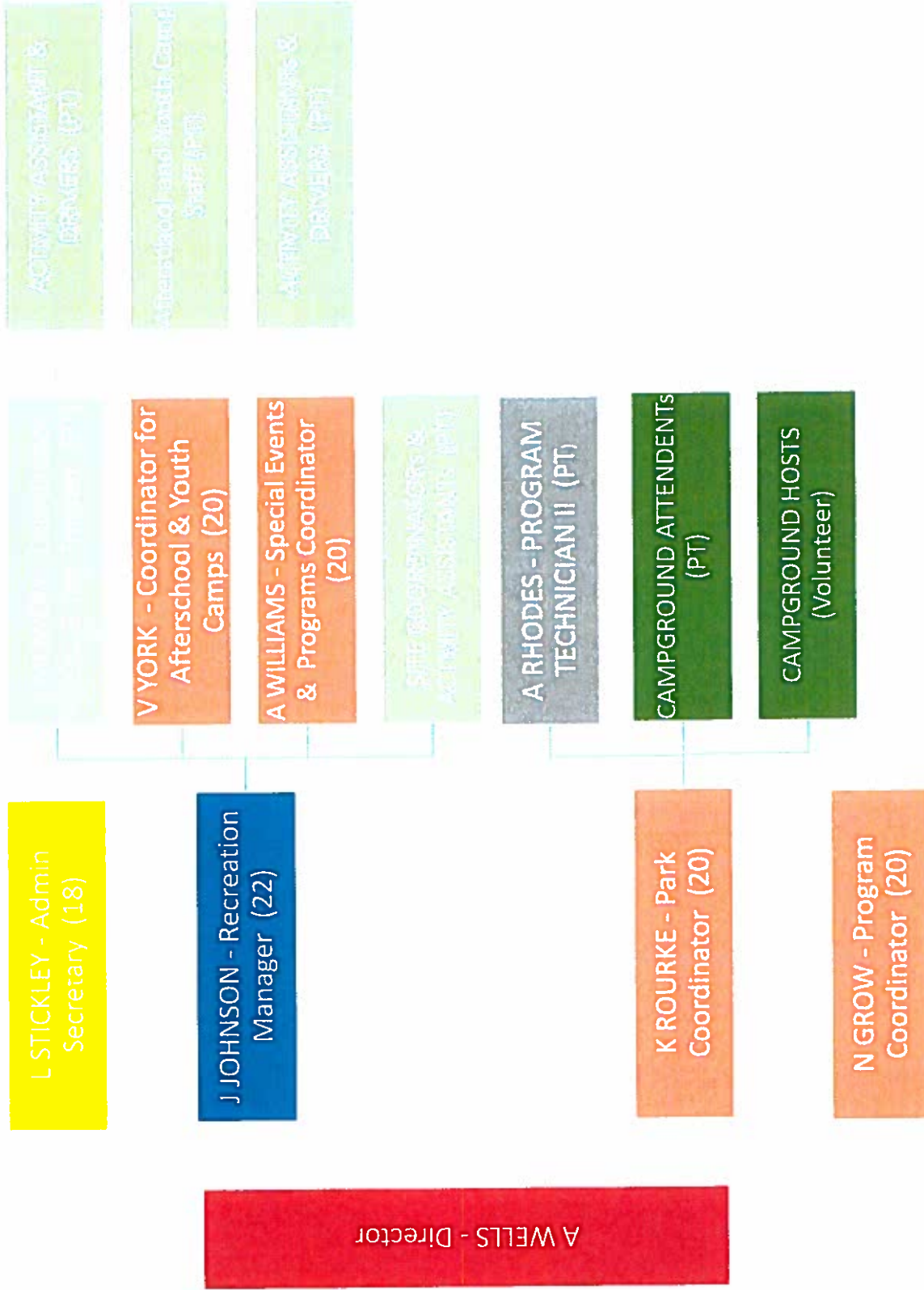
lounge/deck chairs for pools
 additional and replacement
 folding chair racks (2 @ \$80each)
 shelving units for program room
 cabinets/storage bins for office & program areas

\$ 600	\$ 200	\$ 850	\$ 200	\$ 2,050	\$ 1,000	\$ 2,100	\$ -	\$ 2,100
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	Detail	Detail	Original	Revised	Request	Co. Admin	Difference																																	
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to Recommends																																	
<u>8003 - COMPUTER SOFTWARE</u>			500 \$	500 \$	800 \$	- \$	800 general																																	
Adobe professional license	\$																																							
assorted licenses for marketing/publication work		\$ 400																																						
vehicle tracking software for mini-buses (\$200/year per bus)	\$ 400	\$ 400																																						
<u>8005 - VEHICLES</u>			\$	\$	\$	\$	\$																																	
<u>8100 - FACILITY IMPROVEMENTS</u>			\$	\$	\$	\$	\$																																	
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Department Total:</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">399,600</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">387,900</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">430,800</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">413,800</td> <td style="width: 10%;">\$</td> <td style="width: 10%;">17,000</td> </tr> <tr> <td>Payroll Total:</td> <td>\$</td> <td>815,054</td> <td>\$</td> <td>781,666</td> <td>\$</td> <td>824,488</td> <td>\$</td> <td>824,488</td> <td>\$</td> <td>-</td> </tr> <tr> <td>Grand Total:</td> <td>\$</td> <td>1,214,654</td> <td>\$</td> <td>1,169,566</td> <td>\$</td> <td>1,255,288</td> <td>\$</td> <td>1,238,288</td> <td>\$</td> <td>17,000</td> </tr> </table>								Department Total:	\$	399,600	\$	387,900	\$	430,800	\$	413,800	\$	17,000	Payroll Total:	\$	815,054	\$	781,666	\$	824,488	\$	824,488	\$	-	Grand Total:	\$	1,214,654	\$	1,169,566	\$	1,255,288	\$	1,238,288	\$	17,000
Department Total:	\$	399,600	\$	387,900	\$	430,800	\$	413,800	\$	17,000																														
Payroll Total:	\$	815,054	\$	781,666	\$	824,488	\$	824,488	\$	-																														
Grand Total:	\$	1,214,654	\$	1,169,566	\$	1,255,288	\$	1,238,288	\$	17,000																														

**ORGANIZATIONAL CHART for Parks and Rec Dept
(eff. January 1, 2019)**



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original \$8,230	m/b lower 1.31% FY18 GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
71010 Williams, Alexander	20	37,196.00	2,845.49	3,507.58	8,230.00	487.27		
71010 Wells, Andrew L.	34	75,019.00	5,738.95	7,074.29	8,230.00	982.75		
71010 Grow, Nicholas	20	37,695.00	2,883.67	3,554.64	8,230.00	493.80	222.40	
71010 Rourke, Kelly M.	20	38,224.00	2,924.14	3,604.52	8,230.00	500.73		
71010 York, Vicki	20	38,957.00	2,980.21	3,673.65	8,230.00	510.34	229.85	
71010 Stickley, Lettie	18	38,672.00	2,958.41	3,646.77	8,230.00	506.60		
71010 Johnson, Joyce	22	46,914.00	3,588.92	4,423.99	8,230.00	614.57		
71010 Project Coordinator	21	38,755.00	2,964.76	3,654.60	8,230.00	507.69	228.65	988.23
Less 25% (Shared position with Econ Development)		(9,688.75)	(741.19)	(913.65)	(2,057.50)	(126.92)	(57.16)	(247.06)
Total 71010		341,743.25	26,143.36	32,226.39	63,782.50	4,476.84	623.74	19,138.13
71010-1300 P/T		69,700.00	5,332.05					
71010-1500 Afterschool		142,500.00	10,901.25					
71010-1550 Kids Camp		97,000.00	7,420.50					
Total Benefits Budget			49,797.16	32,226.39	63,782.50	4,476.84		

Library

(Including Churchville Library)

Mission:

The Augusta County Library creates an environment for people to learn, to explore, to enjoy, to create, and to connect with each other and their community. The Augusta County Library provides the residents of the Augusta County area materials and services to improve their quality of life by meeting their educational and recreational needs.

Department Overview:

To fulfill its Mission, the Augusta County Library has chosen the following service responses:

- **General Information/Lifelong Learning:** We provide information and answers to questions on a broad array of topics related to work, school, and personal life and support the desire for self-directed growth and development.
- **Current Topics and Titles:** We help satisfy residents' interest in popular culture and social trends.
- **Commons:** We address the need of people to meet with others in the community and to participate in public discussion about community issues.

Strategic Goals and Objectives:

Strategic Direction 1: Obtain the resources needed to meet our strategic directions, mission statement, and service responses.

Goal 1: Continue to seek additional funding through grants, partnerships, and collaborative efforts.

Goal 2: Work to establish the Augusta County Library Foundation as a financial resource for the Augusta County Library.

Goal 3: Support The Friends of the Augusta County Library and The Augusta County Library Foundation with their marketing, fund-raising, and promotional efforts.

Goal 4: Provide advocacy training for The Board of Trustees, the Friends of the Augusta County Library Officers, the Augusta County Library Foundation Directors, and the Library's management staff.

Strategic Direction 2: Build our Library Community.

Goal 1: Obtain funding to increase service hours at Stuarts Draft and to restore hours at Churchville to full service levels.

Goal 2: Develop a marketing plan to better promote ACL within the community.

Goal 3: Seek new partnership opportunities, especially with Augusta County Parks and Recreation, other county departments, Valley Program for Aging Services, Office on Youth, and local businesses.

Goal 4: Emphasize partnership opportunities with Augusta County Schools, private schools in the county, and area homeschool groups.

Goal 5: Seek additional cooperation within the Valley Libraries Connection.

Strategic Direction 3: Meet the *Planning for Library Excellence* "A" rating in all standards.

Goal 1: Add paraprofessional and professional staff by restoring frozen positions and developing a plan to meet staffing standards.

Goal 2: Create a written Staff Development Plan.

Strategic Direction 4: Provide exceptional public library service to the citizens of Augusta County.

Goal 1: Provide more inclusive and culturally diverse service, including programming, to attract targeted populations including non-library users.

Goal 2: Provide technology training to seniors, the computer illiterate, and at the Branch and Stations.

Goal 3: Focus on developing and enacting a Marketing and Outreach Plan.

Goal 4: Improve the collections and services provided at the branch and stations.

Goal 5: Provide increased training and development opportunities for staff.

Goal 6: Promote awareness and use of our online databases and resources.

Strategic Direction 5: Empower Augusta County Library staff and patrons to use technology.

Goal 1: Empower all library staff to assist patrons with their basic technology needs by providing training and education.

Goal 2: Provide varied training opportunities, classes, and programs for patrons at all library locations.

Goal 3: Ensure that Augusta County Library technology and equipment is sufficient, up-to-date and in working order.

Goal 4: Maintain currency with technological advances and their potential relevancy and use within the library including security and cost saving analyses.

Budget Summary:

Library:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$833,825	\$967,943	\$963,318	\$991,463	2.4%
Operating	382,234	413,447	445,294	437,973	5.9%
Total	\$1,216,059	\$1,381,390	\$1,408,612	\$1,429,436	3.5%

***Change in personnel figures are driven largely by allocation of annual merit and cost of living increases.

Service and Performance Measures:

	FY2017-2018 Actual
Circulation	533,301
Items Added	12,442
Collection Total*	937,742
Number of Patrons Registered	29,693
Number of Patron Visits	323,239
Number of Programs	777
Program Attendance	21,865
Meeting Room Attendance	16,804
Uses of Website	83,540
Reference Questions Asked	31,288
Volunteer Hours Donated	4,751

*Includes downloadable collections

Accomplishments

- Increased use of new Stuarts Draft Library Station
- Added an additional day of service at Churchville and Stuarts Draft
- Installed new electronic sign at Churchville
- Assisted with the creation of a new Valley Libraries Connection logo
- Began attending the North Augusta Farmer's Market on first Wednesdays
- Replaced toilets and sinks in Fishersville basement restrooms
- Installed additional security cameras in Fishersville and interior cameras at Churchville and Stuarts Draft
- Hosted Interns from Augusta County Schools' post-secondary program
- Designed new website
- Revised Technology Plan
- Updated Strategic Directions
- Matched *Competencies for the Library Field* with ACL position descriptions and annual evaluation forms
- Ali McCue Received a PLA/ALA stipend to attend their Healthy Communities Pre-Conference program
- Ali McCue attended the Virginia Library Assn. Leadership Academy
- Added Blu-rays and Launchpads to the collection

- Combined Library and Churchville Library budgets
- Began printing and mailing a joint Library/Parks & Recreation Activities Guide
- Hosted an art reception for students from Wilson Elementary, Middle and High Schools
- Added Augusta County Genealogical Society collection records to the Valley Libraries Connection(VLC) catalog
- Offered new programs and services:
 - *Fridays with Friends, a weekly program for adults with special needs
 - *Quarterly VLC Library Trivia programs at area Breweries
 - *Redbeard Readers Book Club with the Staunton Public Library
 - *Storywalk, a joint project with Parks and Recreation
 - *Seed Libraries at Churchville and Fishersville
 - *Twice per month teen program at Deerfield
 - *Adult programs at Craigsville

Contact Information:

Diantha McCauley, Director
Debbie Sweeney, Assistant Director

Location: Main Library, Fishersville
 1759 Jefferson Hwy
 Fishersville, VA 22939

Phone: (540) 949-6354
 (540) 885-3961

E-mail: diantha2@augustacountylibrary.org

**73010 - LIBRARY (INCLUDES CHURCHVILLE LIBRARY)
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
			\$ 4,000	\$ 3,000	\$ 4,000	\$ 4,000	\$ -
3125 - COLLECTION AGENCY FEE							

Unique Mangement collection costs are \$100/month and \$9/patron in arrears. An average of 55 patrons are submitted each month. Patrons are charged a \$10 fee, which will offset the \$9 fee. Fee offset by revenue line item.

3310 - REPAIRS & MAINT - CONTRACTUAL

Valley Termite--quarterly	\$ 240	\$ 240
Churchville plus rodent	\$ 340	\$ 340
Brown Exterminating (Termite)	\$ 150	\$ 200
Security during Halloween	\$ 220	\$ 250
Miscellaneous repairs	\$ 2,970	\$ 4,000
		\$ 4,000

\$ 3,700 \$ 3,700 \$ 4,000 \$ 4,000 \$ -

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
							Recommendations

3320 - MAINTENANCE SERVICE CONTRACTS

Automation maintenance includes SIP & phone tree charges to WPL (TLC)							
Bibliotheca(self check and RFID)	\$ 19,453	\$ 20,452					
Cornerstone (fire security monitoring/testing)	\$ 9,260	\$ 9,260					
KW Stephens Construction (snow removal)	\$ 360	\$ 360					
Custom Deliveries of VA (daily delivery to VLC Libraries	\$ 3,100	\$ 3,100					
Service, repairs, and upgrades	\$5,160	\$ 5,160					
Librarica LLC (Cassie maintenance)	\$ 600	\$ 600					
Cisco Umbrella (filtering software)	\$ 525	\$ 525					
Imagex (microform)	\$1,200	\$1,200					
Springstaffer(scheduling)	\$900	\$945					
Gimlet (Reference software)	\$520	\$560					
Centurion Technology (PC Security)	\$ 708	\$ 708					
Xerox (CBL)	\$ 550	\$ 430					
LogMeIn (PhoneTree)	\$ 1,440	\$ 1,440					
E-Rate Central (manage E-Rate program)	\$ 150	\$ 350					
	\$ 1,572	\$ 2,000					
	\$ 45,498	\$ 47,090					
			\$ 44,080	\$ 45,498	\$ 47,090	\$ 47,090	\$

3324 - JANITORIAL SERVICES - CONTRACTUAL

Window Cleaning	\$ 1,100	\$ 1,200					
Upholstery Cleaning	\$	\$ 1,600					
Janitorial Service at SDLS	\$ 1,300	\$ 1,300					
Janitorial Service at Fishersville	\$ 18,200	\$ 18,200					
Janitorial Service at Churchville	\$ 2,640	\$ 2,640					
Strip and wax floor	\$ 1,870	\$ 1,870					
Carpet (plus stations)	\$ 3,230	\$ 4,000					
	\$ 7,710	\$ 30,810					
			\$ 12,000	\$ 30,200	\$ 30,810	\$ 30,810	\$

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations
<u>3600 - ADVERTISING</u>			\$ 240	\$ 240	\$ 240	\$ 240	\$ -
Program ads on Facebook	\$ 240						
<u>5100 - ELECTRIC SERVICES</u>			\$ 38,900	\$ 39,800	\$ 40,000	\$ 40,000	\$ -
<u>5102 - HEATING SERVICES</u>			\$ 7,900	\$ 7,900	\$ 7,900	\$ 5,900	\$ 2,000
							general
<u>5103 - WATER & SEWERAGE SERVICES</u>			\$ 3,220	\$ 3,220	\$ 3,220	\$ 3,220	\$ -
<u>5104 - REFUSE COLLECTION CHARGES</u>			\$ 3,400	\$ 4,250	\$ 5,850	\$ 5,850	\$ -
WM (Fishersville)	\$ 4,250	\$ 4,420					
Churchville	\$	\$ 1,430					
	\$ 4,250	\$ 5,850					
<u>5201 - POSTAL SERVICES</u>			\$ 500	\$ 500	\$ 500	\$ 500	\$ -
Use of postage machine and overnight deliveries							

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
						FY 19-20	Recommendations

5203 - TELEPHONE SERVICES

Segra (Lumos)			\$	41,980	\$	30,050	\$
Fishersville voice, data and Internet plus T1 line to Middlebrook	\$ 30,220	\$ 20,400		41,980	\$	30,050	\$
Verizon:							
Fishersville voice lines	\$ 2,030						
Churchville voice lines	\$ 780	\$ 780					
Middlebr voice line	\$ 600	\$ 630					
Comcast							
Churchville Internet	\$ 2,220	\$ 2,220					
Craigsville voice and Internet	\$ 1,440	\$ 1,860					
SDLS voice and Internet	\$ 1,800	\$ 1,800					
AT&T long distance-FAX	\$ 60	\$ 60					
MGW Deerfield voice and Internet	\$ 2,090	\$ 1,740					
Treasurer of Virginia Long Distance	\$ 80	\$ 80					
Verizon Hotspot	\$ 600	\$ 480					
	\$ 41,920	\$ 30,050					

5300 - INSURANCE - BUILDING

			\$	7,000	\$	7,000	\$
				6,600	\$	7,000	\$

5305 - MOTOR VEHICLE INSURANCE

			\$	600	\$	600	\$
				600	\$	600	\$

Van

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
						Recommendations	
5501 - TRAVEL EXPENSES							
Professional Meetings & Staff Development:							
VLA Conference - four staff members' lodging, meals, registration.	\$ 1,200	\$ 1,500					
VLA Paraprofessional Conference							
Continuing Education Workshops							
Mileage (\$.58/mile)	\$ 3,300	\$ 3,000					
Staff travel to schools, meetings, conferences, Government Center			\$ 3,500	\$ 4,500	\$ 4,500	\$ 3,500	\$ 1,000
Roundtrip courier CLS - CBL							
Board Members' miles to and from board meetings, conferences, and other state meetings.							
TLC Training: Occasional training at Inwood, West Virginia for Library.							
	\$ 4,500	\$ 4,500	\$ 34,900	\$ 34,900	\$ 35,140	\$ 35,140	\$ -
5688 - BOOK STATIONS							
To help pay fuel costs at Deerfield	\$ 1,000	\$ 1,000					
Stuarts Draft Station (rent)	\$ 23,400	\$ 23,400					
Middlebrook Station (rent/electric/oil)	\$ 10,320	\$ 10,740					
	\$ 34,720	\$ 35,140	\$ 34,900	\$ 34,900	\$ 35,140	\$ 35,140	\$ -

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
						FY 19-20	Recommends

5801 - DUES & SUBSCRIPTIONS

Virginia Library Assn.	\$ 600	\$ 675	\$ 1,900	\$ 1,900	\$ 1,900	\$ 1,900	-
ALA/PLA-- 4 professional staff	\$ 980	\$ 900					
Virginia Public Library Directors Assn.	\$ 50	\$ 50					
Notary Public renewals	\$ 90	\$ 90					
MALIA	\$ 150	\$ 150					
Augusta County Historical Society	\$ 35	\$ 35					

6001 - OFFICE SUPPLIES

Copier paper, toner, general supplies

6005 - JANITORIAL SUPPLIES

Light bulbs, bathroom tissue, paper towels, cleaning supplies.

6007 - REPAIR & MAINT SUPPLIES - BLDGS

Paint, tools, repair supplies, etc.

6008 - MOTOR VEHICLE FUEL

Increased outreach. Average 6,000 miles per year. Mileage on 1/2/19 was 93,390

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations

6009 - MOTOR VEHICLE MAINT & SUPPLIES

General maintenance and repairs

\$ 600 \$ 600 \$ 1,000 \$ 1,000 \$ -

6016 - BOOKS (LOCAL ONLY)

Talking Book Center support
 State Aid is still not fully funded while the
 cost of books, e-books, DVDs, databases,
 and other items continues to increase.

\$ 5,000 \$ 5,000 \$ 8,854 \$ 15,000 \$ 10,000 \$ 5,000
 \$ 10,000 \$ 10,000 \$ local books

6017 - BOOKS (STATE & FEDERAL AID)

Funded by State Aid revenue \$162,052
 Estimate for FY 20 is \$164,836

\$ 95,052 \$ 89,487 \$ 92,052 \$ 114,973 \$ 114,973 \$ -
 \$ 109,836

6018 - PERIODICALS (MAGS., NEWSPAPERS)

Funded by State Aid revenue

\$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ 10,000 \$ -

6019 - AUDIOVISUAL MATERIALS

Funded by State Aid revenue

\$ 40,000 \$ 40,000 \$ 25,000 \$ 25,000 \$ 25,000 \$ -

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

6020- ELECTRONIC MATERIALS (LOCAL AND STATE AID)

Local		\$10,000	\$	20,000 \$	30,000 \$	20,000 \$	10,000
State Aid	\$20,000	\$20,000					local portion

6021 - LIBRARY MATERIALS & SUPPLIES

Materials processing supplies (barcodes, labels, tape, vinyl covers, laminate, label covers, cases, etc.)	\$ 14,500	\$ 14,500		22,000 \$	23,000 \$	23,000 \$	
Circulation desk supplies (patron application and ID cards, labels, barcodes, receipt tape, Printing (Activities Guide, brochures, flyers, etc)	\$ 1,200	\$ 1,200					
Branch and library station supplies (magazine racks, shelf locators, posters, circulation supplies, barcodes, etc)	\$ 4,000	\$ 5,000					
	\$ 2,300	\$ 2,300					
	\$ 22,000	\$ 23,000					

8001 - EQUIPMENT

Tablets for children							
Bluetooth PA Speaker	\$55			400 \$	2,640 \$	- \$	2,640
Laminator							to revised
Scanner (local history project)							
Cabling in adult reading room (e-rate)							
Additional exterior cameras							
NAS							
Cricut cutting machine	\$ 540						
RFID pad for Stuarts Draft		\$1,100					
STEM Kits		\$550					
3D Printer		\$340					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
Oculus VR Headset		\$250					
Incidentals (memory, drives, cables, etc.)		\$400					
8002 - FURNITURE & FIXTURES							
Refurbish children's furniture	\$ 1,700	\$ -	\$ 2,000	\$ 4,110	\$ 2,110	\$ -	\$ 2,110
Replace teen computer chairs	\$ 400	\$ 540					to revised
Teen chairs, SDLS	\$ -	\$ 540					
Shopping carts (2)	\$ -	\$ 160					
Storytime rug, CBL	\$ 100						
Folding table cart	\$ -	\$ 500					
Chair dolly	\$ -	\$ 110					
Art hanging system	\$ -	\$ 260					
8200 - IMPROVEMENT TO SITES							
Sign repair from FY 18	\$ 830		\$ -	\$ 830	\$ 9,115	\$ -	\$ 9,115
Security cameras at Deerfield, Middlebrook		\$ 4,150					security camera
Repair men's room counter		\$ 4,965					men's room repair
Repair wall moisture issues							
Department Total:							
			\$ 413,447	\$ 445,294	\$ 470,838	\$ 437,973	\$ 32,865
Payroll Total:							
			\$ 967,943	\$ 963,318	\$ 991,463	\$ 991,463	\$ -
Grand Total:							
			\$ 1,381,390	\$ 1,408,612	\$ 1,462,301	\$ 1,429,436	\$ 32,865

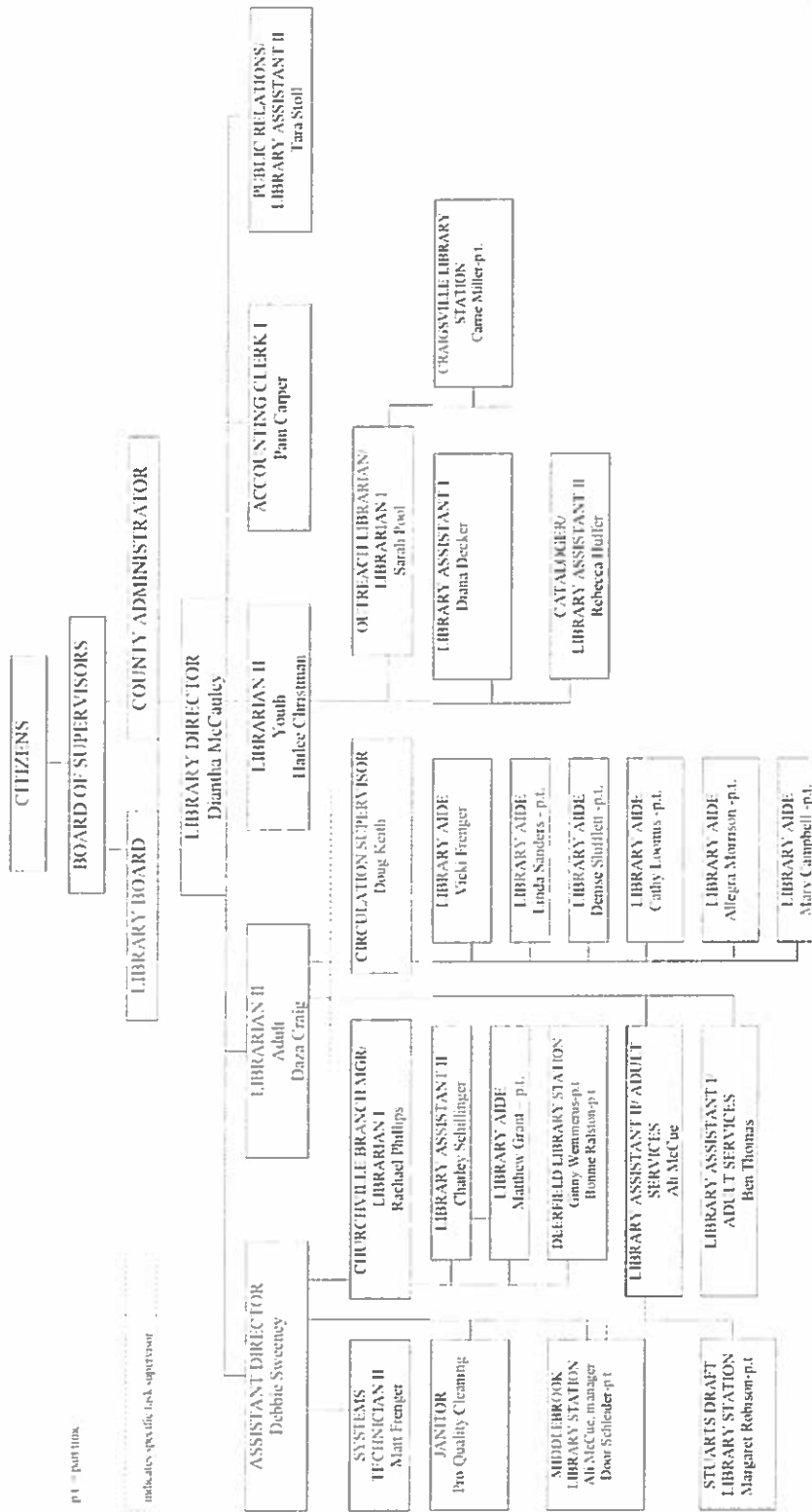
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Original Budget
Budget Year 2019 -2020

	Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original \$8,230	GL (2400) 1.31% m/b lower FY18	Disability 0.59%	WC (2700) 10% Incr
73010	Craig, Daza	22	46,914.00	3,588.92	4,423.99	8,230.00	614.57		
73010	Carper, Pamela R.	16	38,261.00	2,926.97	3,608.01	8,230.00	501.22		
73010	Huffer, Rebecca L.	15	36,700.00	2,807.55	3,460.81	8,230.00	480.77		
73010	McCauley, Diantha G.	32	76,309.00	5,837.64	7,195.94	8,230.00	999.65		
73010	Coleman, Hailee A.	22	41,418.00	3,168.48	3,905.72	8,230.00	542.58		
73010	Pool, Sarah E.	20	37,610.00	2,877.17	3,546.62	8,230.00	492.69	221.90	
73010	Sweeney, Deborah W.	24	51,936.00	3,973.10	4,897.56	8,230.00	680.36		
73010	Thomas, Benjamin Lee	14	27,749.00	2,122.80	2,616.73	8,230.00	363.51	163.72	
73010	Frenger, Vicki	10	22,980.00	1,757.97	2,167.01	8,230.00	301.04		
73010	Keith, Douglas L.	19	40,864.00	3,126.10	3,853.48	8,230.00	535.32		
73010	Frenger, Matthew Todd	18	33,421.00	2,556.71	3,151.60	8,230.00	437.82		
73010	Decker, Diana	14	27,880.00	2,132.82	2,629.08	8,230.00	365.23	164.49	
73010	Phillips, Rachel	20	37,410.00	2,861.87	3,527.76	8,230.00	490.07	220.72	
73010	Schilling, Charlene O.	15	29,205.00	2,234.18	2,754.03	8,230.00	382.59	172.31	
73010	McCue, Alison B.	15	30,831.00	2,358.57	2,907.36	8,230.00	403.89	181.90	
73010	Wall, Tara	15	29,327.00	2,243.52	2,765.54	8,230.00	384.18	173.03	
73010	Total 73010		608,815.00	46,574.35	57,411.25	131,680.00	7,975.48	1,298.07	787.12
73010	Robison, Margaret L.	11	11,928.80	912.55					
73010	Loomis, Catherine R.	10	13,628.16	1,042.55					
73010	Miller, Carrie	10	11,991.20	917.33					
73010	Morrison, Allegra	10	13,503.36	1,033.01					
73010	Ralston, Bonnie	11	5,948.80	455.08					
73010	Sanders, Linda H.	10	18,944.64	1,449.26					
73010	Shifflett, Denise B.	10	14,289.60	1,093.15					
73010	Campbell, Mary	10	9,002.24	688.67					
73010	Grant, Matthew	10	15,797.60	1,208.52					
73010	Wemmerus, Virginia	11	6,198.40	474.18					
73010	Schleider, Dorr	11	5,959.20	455.88					
73010	Total 73010-1300		127,192.00	9,730.19	-	-	-	-	-
				56,304.54	57,411.25	131,680.00	7,975.48	1,298.07	787.12

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2019 AUGUSTA COUNTY LIBRARY ORGANIZATIONAL CHART



p.t. = part time

indicates specific job supervisor

Community Development

(Includes Building Inspections)

Department Overview:

The Augusta County Community Development Department is responsible for reviewing and developing plans that reflect the County's interest in the preservation of the environment, the provision of efficient public facilities and services, the provision of diverse housing opportunities, and the effective utilization of the area's land resources.

In its day to day operations, the Community Development Department:

- Coordinates the implementation of the Comprehensive Plan.
- Drafts Subdivision and Zoning Ordinance Amendments as requested or needed.
- Seeks and administers grants, including Indoor Plumbing, Community Development Block Grant, Rural Development, and Transportation Enhancement and Hazard Elimination grants.
- Coordinates the Traffic Impact Analysis process for major development proposals.
- Reviews and makes staff reports on potential rezonings and rezoning applications, comprehensive plan amendments, special use permits, and variances.
- Assists with economic development projects as needed.
- Reviews design and construction plans for residential subdivisions and commercial sites.
- Provide GIS support and engineering designs for various County projects such as stormwater management facilities and miscellaneous departmental requests.
- Reviews major subdivision preliminary plats, minor subdivision plats, final plats, and plan of developments to assure their compliance with appropriate ordinances.
- Maintains subdivision and erosion & sediment control bonds.
- Responds to all citizen inquiries concerning erosion, sediment, and drainage complaints.
- Handles projects such as maintenance of drainage facilities and drainage improvement projects and engineering designs for various County projects.
- Performs zoning inspections prior to issuance of certificates of occupancy.
- Oversees renewals of existing Agricultural and Forestal Districts and Agricultural and Forestal District Creation.
- Enforces the Zoning, Subdivision, Erosion and Sediment Control, and Stormwater Ordinances and Floodplain Overlay District.
- Maintains the County's MS-4 permit and program.
- Reviews building permits, sketches, and plans.
- Issues administrative zoning permits.
- Site plan review for multi-family residential, commercial and industrial sites, churches and schools.
- Handles Emergency Watershed Protection (EWP) projects.
- Administers VDOT locally administered projects.
- The Building Inspections Department is the responsible party for the enforcement of the Uniform Statewide Building Code which is established by the Code of Virginia. The purpose of the Building Code is to ensure safety to life and property from all hazards incidental to building design, construction, use, repair, removal or demolition. Buildings shall be permitted to be constructed at the least possible cost consistent with nationally recognized standards for health, safety, energy conservation, water conservation, adequate egress facilities, sanitary equipment, light and ventilation, fire safety, structural strength, and physically handicapped and aged accessibility. In accordance with Section 36-98 of the Code of Virginia the Uniform Statewide Building Code supersedes the building codes and regulations of the counties, municipalities and other political subdivisions and state agencies, relating to any construction, reconstruction, alterations, conversion, repair or use of buildings and installation of equipment therein. The Uniform Statewide Building Code does not supersede zoning ordinances or land use controls that do not affect the manner of construction or materials to be used in the construction, alteration or repair of a building.

Strategic Goals and Objectives:

- Strive to implement the goals and objectives of our Comprehensive Plan.
- Provide assistance to customers and County staff in identifying and understanding the Zoning Ordinance.
- Participate in the continued revision to the County’s Zoning and Subdivision Ordinances as directed by the Board of Supervisors.
- Provide the best information and documentation we can to the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and other Departments on our staff reports for rezonings, special use permits, variance requests, flood plain, site plans, and subdivision plans.
- Assist customers by providing documented sections of the Zoning Ordinance and Augusta County Code to promote an understanding of their specific zoning, weed, trash, or junk vehicle violation.
- Strive to have more personal, one-on-one contact with people when investigating both Zoning and Erosion and Sediment complaints.
- Effectively interpret and administer the Zoning and Subdivision Ordinances.
- To comply with the Department of Environmental Quality recommendations on our Erosion & Sediment Control, Stormwater, and MS-4 Programs.
- Process all permits and plats in an efficient timely manner.
- Seek grant funding for County projects where appropriate and cost effective.
- Effectively administer the County’s Erosion & Sediment Control, Stormwater, Zoning and Subdivision Ordinances.
- To provide contract administration/project management and construction inspection on approved County Projects.
- To provide engineering assistance to other departments on their various projects.
- We will continue to improve our skills and knowledge of state and local ordinances.
- We will strive to maintain a good public image and be sensitive to the needs of the public.
- We will strive to offer accurate information, fast and efficient service, and timely inspections in a budget conscious manner.
- We will continue to offer owners, contractors and design professional’s assistance with their projects to help them keep their projects code compliant at the minimum possible cost.
- We will work with contractors and design professionals to assist them with the new code change cycle.

Budget Summary:

Building Inspections:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$373,795	\$379,240	\$380,775	\$388,053	2.3%
Operating	14,027	15,900	15,900	16,619	4.5%
Total	\$387,822	\$395,140	\$396,675	\$404,672	2.4%

***Change in personnel figures are driven largely by allocation of annual merit and cost of living increases. Change in operating costs is due to a decrease in fuel costs.

Community Development:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$770,023	\$809,935	\$822,737	\$848,287	4.7%
Operating	138,504	154,256	181,083	153,594	-0.4%
Total	\$908,527	\$964,191	\$1,003,820	\$1,001,881	3.9%

***The increase in personnel is related to an upgrade for the Planner.

Service and Performance Measures:

Item	FY2011 – 2012 Actual	FY2012 – 2013 Actual	2015	2016	2017	2018
Building permits issued	780	728	812	826	907	779
Total permits issued	2,445	2,614	2,810	2,774	3,123	2,741
Inspections	6,790	7,047	7,761	7,606	8,593	6,943
Special Use permits	46	56	48	48	62	55
Variances	2	3	5	1	1	5
Rezoning requests	14	1	5	6	3	9
Zoning certificates issued	199	192	218	234	198	191
Administrative permits reviewed	332	296	291	287	319	284
Field inspections (zoning)	1,486	1,459	1,353	1,250	1,501	1,409
E&S inspections	1,033	1,103	1,122	883	856	789
E&S control plan review	26	29	21	81	34	13
Site plan review	17	19	27	29	31	25
Final plat review	19	14	16	13	14	10
Flood plain review	20	12	22	41	27	27
Minor subdivision plat reviews	210	167	189	198	220	203

Accomplishments:

- Stuarts Draft Small Area Plan
 - Monthly meeting with Advisory Committee
 - Advertisement and coordination public meetings
 - Management of transportation consultant scope of services
 - Drafting of Stuarts Draft Small Area Plan, including Goals/Objectives/Policies, background data, population projection statistics, existing land use statistics, etc.
- Augusta Solar, LLC Special Use Permit Application
 - Review of site plan for 1,100 acre solar energy system
 - Draft staff reports for 13 different landowners associated with the large solar energy system request
 - Draft Special Use Permit conditions for the large solar energy system Special Use Permit request
- Served as a member of the Technical Advisory Committee for the Staunton – Augusta – Waynesboro Metropolitan Planning Organization, including work as a member of the working committee for the Wilson Workforce and Rehabilitation Center Small Area Study.
- Prepared and submitted four (4) VDOT Smart Scale grant applications for over \$29 million in transportation improvements.
- Drafted, advertised, and presented for adoption a Solar Energy System Ordinance.
- Drafted, advertised and presented for adoption seventeen (17) Zoning Ordinance Amendments to address concerns of the Board of Supervisors, staff recommendations, and changes to the State Code.
- In addition to ordinance amendments listed above, staff provided assistance and prepared staff reports on fifteen (15) Planning Commission items including nine (9) rezoning requests, two (2) proffer amendments, two (2) Public Use Overlay Additions, and (2) Agricultural and Forestal District Renewals.
- Prepared thirty (30) staff reports on potential rezoning requests in the County.
- Prepared staff reports and recommendations on seventy-one (71) Board of Zoning Appeals items including:
 - Fifty-five (55) Special Use Permit applications
 - Five (5) Variance applications
 - Eleven (11) Extensions of Time
- Reviewed twenty-seven (27) Flood Plain sketches.
- Reviewed eight hundred ninety-nine (899) Building Permit applications.
- Issued one hundred ninety-one (191) Zoning Certificates.
- Reviewed a total of two hundred eighty-four (284) Administrative Permits.
- Made a total of one thousand four hundred nine (1,409) Field Inspections including:
 - One hundred fourteen (114) Special Use Permit inspections including Special Use Permit violation Inspections.
 - One thousand five (1,005) Zoning Complaint Inspections.
 - Two hundred fifteen (215) Grass and Weed Complaint Inspections.
 - Seventy-four (74) Trash Complaint Inspections.
 - One (1) Flood Plain Inspection.
- Received two hundred twenty-five (225) New Zoning Complaints.
- Prepared documentation for twelve (12) Court Cases to go to trial.
- Was awarded authorization to proceed for Preliminary Engineering/Right of Way activities, submitted and received funding for Centerview Drive.
- Completed Route 608 and Route 636 shared use path projects.
- Developed a "Quality Assurance Plan" for Centerview Drive.
- Developed a "Request for Quotes" on Centerview Drive project for Non-professional Construction Inspector Services.
- Performing construction administration oversight in the design phase for the rehabilitation of Hearthstone Lake Flood Control Dam.
- Reviewed 203 Minor Subdivision Plats
- Reviewed 1 Preliminary Plat and 10 Final Plats

- Reviewed 25 Site Plans
- Issued 21 Certificates of Occupancy for commercial and industrial sites
- Reviewed 13 Construction and Erosion and Sediment Control Plans
- Reviewed 20 As-Built Plans
- Issued 30 Land Disturbing Permits
- Currently have 91 active sites / 59 active commercial sites.
- Conducted 789 erosion inspections on 90 sites.
- Received 70 drainage complaints.
- Collected \$87,392.00 in Stormwater fees, \$5,150.00 in Erosion and Sediment Control fees.
- The MS4 2017-2018 Annual Report was submitted and approved.
- DEQ conducted MS4 Audit, MS4 program passed with corrections.
- Local Water Quality Issues were met with public outreach and education.
- Hosted Spring Clean-Up, Fall Household Hazardous Waste Collection, and Watershed Model demonstrations for outreach and education.
- MS4 website was updated to meet DEQ requirements.
- MS4 IDDE processed one suspected illicit discharge, first formal letters were sent and discharge has stopped.
- Storm Sewer System and Outfall map and inspections for 2017-2018 completed. No issues found.
- TMDL Action Plan Draft completed. Timmons Gap Analysis completed with adjustments being made to the TMDL Action Plan.
- Erosion and Sediment Control Program monitored and revised to best meet the State regulations and satisfy the community.
- Stormwater Management Program continues with recommendations from DEQ.
- Post-construction Stormwater Management is developing with public and privately owned facilities being tracked inside the MS4 area.
- Stormwater Local Assistance Fund Grant Applications were sent in for the Emerald Hills Phase 3 BMP and the purchase of Phosphorus Credits.
- County-owned facilities SWPPPs and NMPs continue with no major changes.
- Training for the MS4 is ongoing with classes, meetings, conferences, and online presentations.
- The Competitive Litter Prevention and Recycling Grant application was submitted but did not receive funding.
- The Non-Competitive Litter Prevention and Recycling Grant was received to help with the costs of our collection sites around the County.
- The Jennings Branch Stream Restoration project is ongoing. Contractors for the engineering and plan development is ongoing.
- The Dooms Crossing Road Boat Launch and Bank Stabilization project is ongoing.
- VEEP DEQ Yearly Audit for all four locations submitted and approved.
- VEEP development through recertification of the Waste Water Treatment Plants.
- Reestablishing VEEP program with changes in management.
- One Mini Grant was granted to Augusta County Schools.
- Worked with the Recycling Committee including 6 meetings, volunteering, and public education at the Sweet Dreams Festival and Augusta County Fair.
- We held training sessions with the building community to help keep them informed of proposed code changes.
- We continued to offer homeowners, contractors, engineers and architects quality assistance with plans, code-related issues, and County operating policy.
- We continued to strive for good working relations with other government departments to maintain a reputation for fairness among the contractors, and to function as a team within our own organization.
- All employees continued to take any available training that will enhance their job performance and to obtain continuing education credits to maintain their current certifications.
- Inspectors and office staff are currently enforcing the 2015 edition of the Uniform Statewide Building Code. Contractors can still use the 2012 edition to September 4, 2019.

- Our division continued to perform Erosion and Sediment Control inspections and related record keeping for residential construction sites.
- Department representatives continued to respond to requests from Emergency Personnel for structural analysis of damaged buildings.
- Issued 2,741 permits including 779 Building, 840 Electrical, 433 Plumbing, 629 Mechanical and 60 Manufactured Homes.
- Performed 6,943 inspections.
- Performed 386 Erosion and Sediment Control inspections on residential construction sites.

Contact Information:

Community Development Department
Director – John Wilkinson

Location: Augusta County Government Center
Community Development Department
18 Government Center Lane
P.O. Box 590
Verona, VA 24482

Phone: (540) 245-5700

Fax: (540) 245-5066

E-mail: comdev@co.augusta.va.us

**34010 - BUILDING INSPECTIONS
BUDGET REQUEST**

	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
<u>5305 - MOTOR VEHICLE INSURANCE</u>			\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
4 vehicles at \$625 each	\$ -	\$ 2,500					
<u>5501 - TRAVEL EXPENSES</u>			\$ 900	\$ 900	\$ 900	\$ 900	\$ -
Building and Code Official Association:							
Registration	\$ -	\$ -					
Lodging (2 nights) at \$200/night	\$ -	\$ -					
Meals	\$ -	\$ -					
Two Certification Tests for New Inspector		\$ 400					
Misc. training to maintain inspector certifications	\$ -	\$ 500					
	\$ -	\$ 900					
<u>6008 - MOTOR VEHICLE FUEL</u>			\$ 8,500	\$ 8,500	\$ 12,222	\$ 8,500	\$ 3,722
4 inspectors vehicles at 22,000 miles/yr	\$0	\$12,222					general

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	Detail	Detail	Original	Revised	Request	Co. Admin.	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommendations
6009 - MOTOR VEHICLE MAINT & SUPPLIES							
Tires		\$ 1,000					
Brake pads & Caliper Replacements	\$ -	\$ -					
Oil changes at \$50/each	\$ -	\$ 1,000					
Two Power Transfer Units	\$ -	\$ -					
Misc. Repairs	\$ -	\$ 1,000					
		\$ 3,000	\$ 4,000	\$ 4,000	\$ 3,000	\$ 3,000	\$ -
6011 - UNIFORMS							
Uniforms for 3 Inspectors (\$573 each)	\$0	\$1,719	\$ -	\$ -	\$ 1,719	\$ 1,719	\$ -
Department Total: \$ 15,900 \$ 15,900 \$ 20,341 \$ 16,619 \$ 3,722							
Payroll Total: \$ 379,240 \$ 380,775 \$ 388,053 \$ 388,053 \$ -							
Grand Total: \$ 395,140 \$ 396,675 \$ 408,394 \$ 404,672 \$ 3,722							

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**81010 - COMMUNITY DEVELOPMENT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
<u>3110 - PROFESSIONAL SERVICES - TOWERS</u>						
2 New tower requests (\$3200/each)		\$ -	\$ 6,400			
5 Co-location tower requests (\$450/each)		\$ -	\$ 2,250			
		\$ -	\$ 8,650			
		\$ 10,650	\$ 10,650	\$ 8,650	\$ 8,650	
<u>3122 - COMPREHENSIVE PLAN</u>						
Comprehensive Plan Review and Amendment		\$ -	\$ -	\$ 1,750	\$ 1,750	
Community Meeting and Public Awareness		\$ -	\$ 750			
Printing		\$ -	\$ 1,000			
		\$ -	\$ 1,750			
		\$ -	\$ -	\$ 1,750	\$ 1,750	
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>						
Plotwave Scanner/Copier		\$ -	\$ 2,000			
Requested Planner - GIS License		\$ -	\$ 3,000			
		\$ -	\$ 5,000			
		\$ 1,800	\$ 1,800	\$ 5,000	\$ 2,000	\$ 3,000 GIS License
<u>3600 - ADVERTISING</u>						
Rezoning		\$ -	\$ 4,500			
PC Schedule Resolution		\$ -	\$ 500			
Stuarts Draft Small Area Plan		\$ -	\$ 500			
Ordinance Amendments		\$ -	\$ 4,000			
Special Use Permits, Variances, Appeals		\$ -	\$ 12,000			
		\$ -	\$ 21,500			
		\$ 12,000	\$ 12,000	\$ 21,500	\$ 13,000	\$ 8,500 general

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	

5201 - POSTAL SERVICES

Director Items	\$ -	\$ 29	\$ 10,000	\$ 10,000	\$ 15,414	\$ 10,000	\$ 5,414
Engineering	\$ -	\$ 4,946					general
Zoning	\$ -	\$ 7,080					
Planning	\$ -	\$ 1,147					
Building Inspection	\$ -	\$ 2,213					
	\$ -	\$ 15,414					

5203 - TELEPHONE SERVICES

8 Cell Phones at \$25/month	\$ -	\$ 2,400	\$ 7,880	\$ 7,880	\$ 8,180	\$ 7,880	\$ 300
1 Wireless Data Package at \$60/month	\$ -						E&SC Cell
Data service for GPS Unit at \$40/month	\$ -	\$ 480					
Office Phones	\$ -	\$ 5,000					
Requested E&SC/SWM Inspector - Cell Phone	\$ -	\$ 300					
	\$ -	\$ 8,180					

5305 - MOTOR VEHICLE INSURANCE

4 vehicles	\$ -	\$ 2,500	\$ 2,500	\$ 2,300	\$ 3,125	\$ 2,500	\$ 625
Requested E&SC/SWM Inspector - New Vehicle	\$ -	\$ 625					new vehicle
	\$ -	\$ 3,125					

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
5501 - TRAVEL EXPENSES			\$ 12,000	\$ 12,000	\$ 20,099	\$ 11,000	\$ 9,099
BZA Meals	\$ -	\$ 1,680					general
Certified Training Program for BZA	\$ -	\$ 1,140					
Regional VAZO Meetings	\$ -	\$ 160					
VAZO Seminar - Spring	\$ -	\$ 920					
VAZO Seminar - Fall	\$ -	\$ 1,340					
Certified Zoning Official Training	\$ -	\$ 135					
Certified Zoning Exams	\$ -	\$ 275					
Effective Zoning and Land Use Seminar	\$ -	\$ 1,825					
Planning Commission Meals	\$ -	\$ 2,200					
Certified Planning Commission Program	\$ -	\$ 1,840					
Plan Virginia/Virginia Tech Land Use Education Program	\$ -	\$ 150					
American Planning Association Annual Conference	\$ -	\$ 920					
Misc. Planning or Census Conferences	\$ -	\$ 920					
VA GIS Conference	\$ -	\$ 250					
SWM/E&S Seminars	\$ -	\$ 1,050					
VLWA Annual Conference	\$ -	\$ 1,130					
E&S Re-Certification	\$ -	\$ -					
PE License Renewal	\$ -	\$ -					
Association of Floodplain Managers	\$ -	\$ -					
Re-Certification Floodplain Manager	\$ -	\$ -					
Environment Virginia Conference	\$ -	\$ -					
Association of Watershed and Stormwater Professionals	\$ -	\$ 750					
Misc. Engineering Seminars	\$ -	\$ 534					
FED GIS Annual Conference	\$ -	\$ 1,480					
VDOT Local Programs Workshop	\$ -	\$ 670					
IIMC - Institute	\$ -	\$ 730					
IIMC - Annual Conference	\$ -	\$ -					
	\$ -	\$ 20,099					

3.27

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to Recommends

5604 - PLANNING DISTRICT VI

Annual Assessment - .70 per capita	\$ -		\$ 54,926	\$ 55,253	\$ 55,399	\$ 55,399	\$ -
Staunton-Augusta-Waynesboro CERT	\$ -						
Staunton-Augusta-Waynesboro MPO	\$ -						
Staunton-Aug-Waynesboro Public Transit							
Regional Agri-Tourism - Fields of Gold							
Total	\$ -	\$ 55,399					
		\$ 55,399					

5801 - DUES & SUBSCRIPTIONS

American Planning Association	\$ -	\$ 330		\$ 9,000	\$ 10,620	\$ 9,000	\$ 1,620
Requested Planner - APA Dues	\$ -	\$ 180					general
American Society of Civil Engineers	\$ -	\$ 280					
Association of Watershed and Stormwater Professionals	\$ -	\$ 500					
Association of State Floodplain Managers	\$ -	\$ 160					
VA Stormwater Assoc.	\$ -	\$ 3,000					
Leica Smartnet GPS	\$ -	\$ 2,400					
MS-4 Annual Permit	\$ -	\$ 3,000					
Virginia Association of Zoning Officials	\$ -	\$ 250					
Re-Certification Fee-Zoning	\$ -	\$ 50					
Zoning Law and Practice							
Virginia Building Officials and Code Administrators	\$ -	\$ 45					
Virginia Building Officials and Code Administrators Region 3	\$ -	\$ 15					
International Association of Electrical Inspectors	\$ -	\$ 125					
VA Bld Official & Code Administrators (Ray)	\$ -	\$ 45					
VA Plumbing & Mechanical Inspect. (Michael)	\$ -	\$ 40					
VA Plumbing & Mechanical Inspect. (Nelson)	\$ -	\$ 40					

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	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
Bright Building Inspections User Group Dues	\$ -	-					
International Institute of Municipal Clerks	\$ -	110					
VA Municipal Clerks Assoc. (VMCA)	\$ -	20					
VMCA Region III	\$ -	30					
	\$ -	10,620					
6001 - OFFICE SUPPLIES							
Color Copier/Printer (\$800/month x 12)	\$ 9,600		\$ 21,000	\$ 21,000	\$ 24,695	\$ 16,000	8,695 general
Notary Renewal (Beatrice)	\$ 45						
Misc. Building Inspection Code Books	\$ 250						
Books - Planning	\$ 200						
Engineering Reference Books/Training	\$ 500						
Books - Zoning	\$ 100						
General Office Supplies	\$ -	14,000					
	\$ -	24,695					
6002 - DRAFTING SUPPLIES							
4 Xerox Roll Paper (34 x 500)			\$ 1,000	\$ 1,000	\$ 2,470	\$ 2,470	
4 Xerox Roll Paper (36 x 500)							
Toner	\$ -	450					
Plotter Paper (36 x 500)	\$ -	520					
Ink Cartridges (\$250/each)	\$ -	1,500					
	\$ -	2,470					
6007 - ENVIRONMENTAL SUPPLIES							
Environmental supplies.	\$ -	2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommends
			\$ 6,000	\$ 6,000	\$ 9,323	\$ 6,050	\$ 3,273
6008 - MOTOR VEHICLE FUEL							
Director							
Zoning Technician II							
County Engineer							
Civil Engineer							
E&S Inspector							
Subdivision Administrator							
MS-4 Coordinator							
Planning Department							
Total Miles = 50,750		\$ 7,049					
18 miles/gal x 2.50/gal =		\$ 174					
Requested Planner - 25 miles per week		\$ 2,100					
Requested E&S/SWM Inspector - 300 miles per week		\$ 9,323					

	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
		\$ 3,000	\$ 3,000	\$ 6,700	\$ 3,000	\$ 3,700
6009 - MOTOR VEHICLE MAINTENANCE & SUPPLIES						
Tires		\$ 2,000				
Brake Pads		\$ 700				
Oil Changes		\$ 500				
Calliper Replacement		\$ 1,000				
Power Transfer Unit		\$ 1,500				
Misc. Repairs		\$ 1,000				
		\$ 3,550				

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92030-5703



January 10, 2019

Mr. Timothy Fitzgerald
Augusta County Administrator
P.O. Box 590
Verona, VA 24482

RE: FY20 Budget Request

Dear Mr. Fitzgerald:

Thank you for providing me with an opportunity to request funding for several activities and services that CSPDC is providing for FY20. Attached you will find a matrix that outlines and describes the annual member assessment and several programmatic areas of funding for your consideration. I will be happy to provide a more detailed description about each of the programs and budgetary requests.

For over 45 years, the CSPDC has been providing planning assistance and technical services to our localities in the areas of land use and comprehensive planning, transportation, water and wastewater utilities, economic development, water resource management, community development, affordable housing, disaster mitigation and education and more. The CSPDC is committed to working with your locality to promote regional strategies, partnerships and cost saving and effective solutions in the coming year.

I am proud to report that even through these very challenging economic times, the CSPDC has been successful in identifying new funding opportunities for our local governments and bringing in new investments to the Region. For the past decade, the CSPDC has been instrumental in bringing in more than \$66 million dollars in state and federal funds for the Region. **This calculates on average to \$36 for every \$1 that the CSPDC receives in local membership dues.**

Thank you for the excellent working relationship and strong partnership that Augusta County and the CSPDC have enjoyed in the past. I look forward to working with you and your staff in the coming year.

Sincerely,

Bonnie S. Riedesel
Executive Director

Enclosures

cc: Misty Cook, Director of Finance

112 MacTanly Place Staunton, VA 24401
Phone: (540)885.5174 Fax: (540)885.2687 www.cspdc.org

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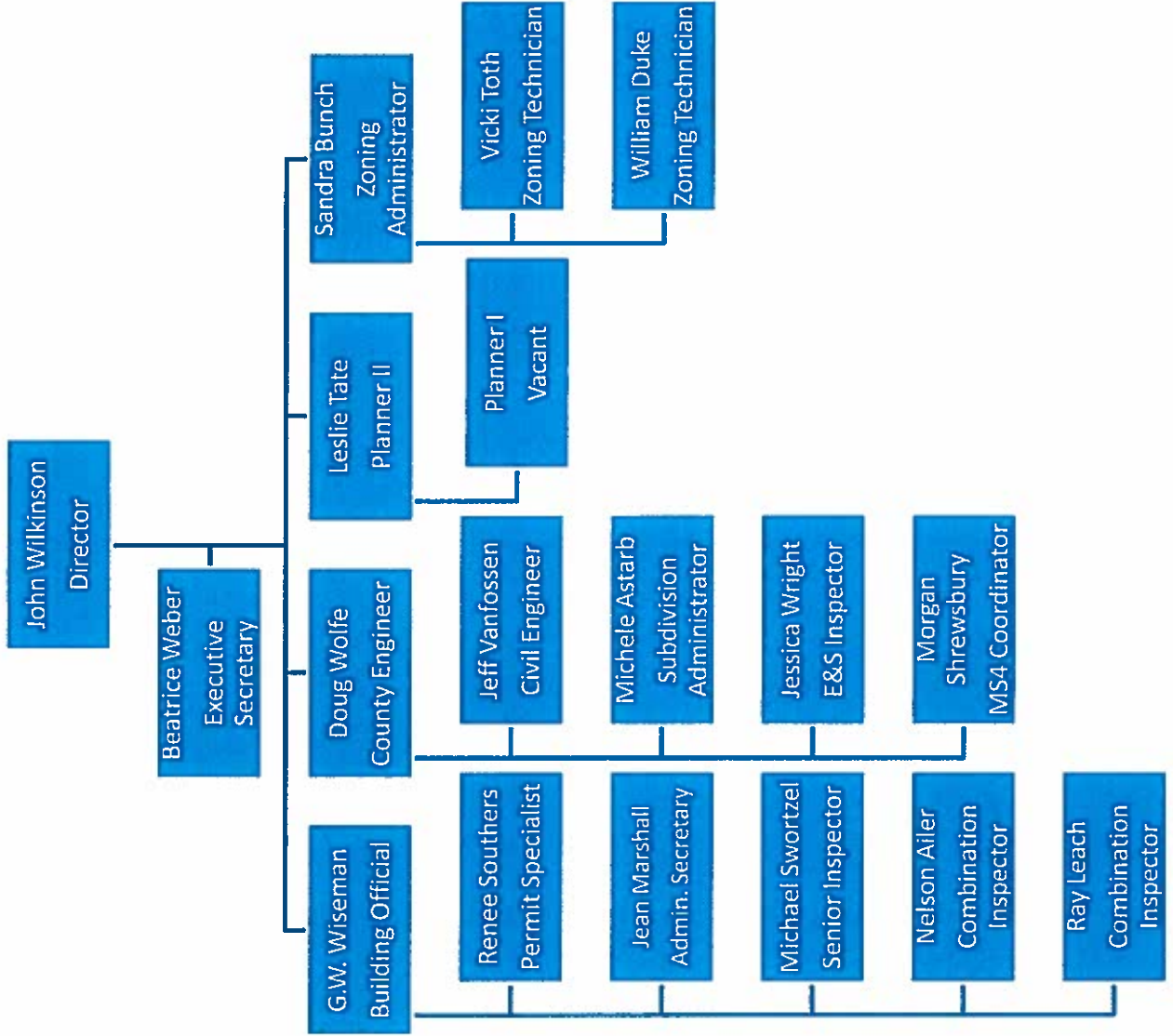
FY20 Budget Request
Central Shenandoah Planning District Commission
Augusta County

#	Item	Request	Brief Description
1	Annual Assessment	\$42,013	The annual assessment, based on 70 cents per capita, ensures that the CSPDC can meet its match requirements for current and future Federal and state grants and ensures that the CSPDC has the staff resources to meet the planning needs of our 21 local governments. Additionally, the annual assessment provides for multiple planning services, including: 1) economic development planning; 2) regional data center; 3) coordination with EDA, DHCD, VDH, RD, DEQ, etc. for utility and infrastructure projects; 4) rural transportation planning; 5) rideshare services; 6) community development and facilities planning; 7) GIS and mapping services; 8) state and national data services; 9) identification of grant opportunities and grant writing services; 10) general planning services and technical assistance; 11) meeting facilitation and meeting/workshop space; and 12) program development with state and federal partners, etc.
2	Staunton-Augusta-Waynesboro CERT	\$5,500	Funds will be used to continue the CERT program in Staunton, Augusta and Waynesboro. CERT is a 9-week course that teaches the general public skills such emergency preparedness, first aid, and fire safety to help relieve the burden of first responders who may be overwhelmed during a disaster. In addition to providing the basic CERT training course, funds will be used to provide advanced training and volunteer management to over 100 active CERT volunteers. To date, over 500 citizens have been trained through this program in our region and CERT volunteers are used for a variety of emergency response activities. The three localities will cost share equally to continue the CERT program in the sub-region.
3	Regional Agritourism Program – Fields of Gold	\$3,000	These funds will be used for the region's award-winning Fields of Gold agritourism program including marketing, promotion, and business support to farmers, small businesses, and entrepreneurs. Funds will be used to match a number of grants including USDA Farmers Market Promotion Program, Rural Development Business Assistance, Virginia Tourism Marketing Leverage, and VDACS' AFID program. These grants and the match provide funds for our Fields of Gold agritourism coordinator to carry out the activities and recommendations in the Fields of Gold strategic plan. To date, over 200 farms and agritourism businesses are part of the Fields of Gold program spanning 8 counties and 5 cities.
4	Staunton-Augusta-Waynesboro MPO	\$7,886	This is the local match for the Staunton-Augusta-Waynesboro MPO. This figure is subject to increasing or decreasing depending on final appropriations from VDOT and DRPT.
5	BRITE Public Transit	\$41,000	The CSPDC is the direct recipient of federal and state transit funds and responsible for administering the grant programs and managing the transit system in the Staunton-Augusta-Waynesboro area, known as BRITE. CSPDC is under contract with Virginia Regional Transit to operate the transit system in the urban and rural area.
	TOTAL	\$99,399	This request will allow us to provide the programs and services as described above in the most cost-effective and cost-efficient way and to leverage other state and federal funding to bring in new investments to your locality and the Region.

List of Jurisdictions Served and Their Respective Contributions

FY 2020 Annual Member Assessment Matrix @ 70 cents CSPDC						
Locality	Population (2016 Census)	% of Population	Based on Base	Based on % Population	TOTALS	
Augusta	75,013	24.99%	\$ 7,005	\$ 35,008	\$ 42,013	
Bath	4,556	1.52%	\$ 7,005	\$ 2,126	\$ 9,131	
Buena Vista	6,424	2.14%	\$ 7,005	\$ 2,998	\$ 10,003	
Harrisonburg	54,689	18.22%	\$ 7,005	\$ 25,523	\$ 32,527	
Highland	2,284	0.76%	\$ 7,005	\$ 1,066	\$ 8,071	
Lexington	7,284	2.43%	\$ 7,005	\$ 3,399	\$ 10,404	
Rockbridge	22,596	7.53%	\$ 7,005	\$ 10,545	\$ 17,550	
Rockingham	80,666	26.87%	\$ 7,005	\$ 37,646	\$ 44,651	
Staunton	24,761	8.25%	\$ 7,005	\$ 11,556	\$ 18,560	
Waynesboro	21,955	7.31%	\$ 7,005	\$ 10,246	\$ 17,251	
TOTAL	300,228	100%	\$ 70,046	\$ 140,114	\$ 210,161	

Community Development



Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) Original	m/b lower 1.31% FY18 GL (2400)	Disability 0.59%	WC (2700) 10% Incr
34010 Wiseman, Granville W.	29	69,541.00	5,319.89	6,557.72	8,230.00	910.99		
34010 Swortzel, Michael T.	23	49,634.00	3,797.00	4,680.49	8,230.00	650.21		
34010 Ailer, Nelson A.	20	48,699.00	3,725.47	4,592.32	8,230.00	637.96		
34010 Leach, Ray	20	37,105.00	2,838.53	3,499.00	8,230.00	486.08	218.92	
34010 Southers, Renee	18	39,279.00	3,004.84	3,704.01	8,230.00	514.55		
34010 Marshall, Jean	18	37,357.00	2,857.81	3,522.77	8,230.00	489.38		
Total 34010		281,615.00	21,543.55	26,556.29	49,380.00	3,689.16	218.92	5,049.76

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Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	Hosp (2300) \$8,230	GL (2400) 1.31%	Disability 0.59%	WC (2700) 10% Incr
81010 Astarb, Michele L.	22	53,566.00	4,097.80	5,051.27	8,230.00	701.71		
81010 Wright, Jessica Harris	19	36,867.00	2,820.33	3,476.56	8,230.00	482.96	217.52	
81010 Bunch, Sandra K.	28	56,087.00	4,290.66	5,289.00	8,230.00	734.74		
81010 Cardelicchio-Weber, Beatrice Certified (5%)	20	47,471.00	3,631.53	4,476.52	8,230.00	621.87		2.29
81010 Tate, Leslie C.	29	58,863.00	4,503.02	5,550.78	8,230.00	771.11	347.29	
Reclass	32	7,776.00	594.86	733.28		101.87	45.88	7.50
81010 Shrewsbury, Morgan	26	51,159.00	3,913.66	4,824.29	8,230.00	670.18	301.84	
81010 Duke, William F., III Certified (2.5%)	18	38,672.00	2,958.41	3,646.77	8,230.00	506.60	228.16	
81010 VanFossen, Jeffrey	26	51,642.00	3,950.61	4,869.84	8,230.00	676.51	304.69	26.31
81010 Wilkinon, John R.	35	87,136.00	6,665.90	8,216.92	8,230.00	1,141.48		
81010 Wolfe, Duane D.	32	77,755.00	5,948.26	7,332.30	8,230.00	1,018.59		
81010 Toth, Vicki R.	18	37,961.00	2,904.02	3,579.72	8,230.00	497.29	223.97	
81010 Total 81010		608,295.35	46,534.59	57,362.25	90,530.00	7,968.67	1,675.05	14,100.16
81010 Part-Time/Intern		7,800.00	596.70					
			47,131.29					

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Economic Development & Tourism

Mission:

To implement quantitative and qualitative changes in the economy that promote the standard of living and economic health for the citizens of Augusta County

Department Overview:

The Department of Economic Development exists to provide a diverse and vibrant economy that offers a broad range of job opportunities while supporting the delivery of high quality government services to its residents. The Department strives to collaborate on all levels (local, regional, state, and federal) to maximize economic opportunities. The Department focuses on three main areas: **business attraction, existing business retention, and business start-up support in addition to communicating with the community and enhancing labor resources and physical infrastructure/site readiness.** All of this is done while promoting a quality of life that embraces our heritage, preserves the environment, and effectively manages resources.

Strategic Goals and Objectives:

- Organizational Effectiveness and Communications
 - Maintain and improve stand-alone Economic Development website
 - Add videos and other upgrades
 - Conduct overall assessment of website to improve on effectiveness
 - Continue to develop "People of Augusta" profiles to promote the County's entrepreneurial spirit
 - Continue to promote redesigned Tourism website
 - Develop and distribute new marketing publication
 - Quality of Life/Tourism publication
 - Promote completed Quality of Life video
 - Refine and redistribute current marketing publication
 - Economic Development Services and the Augusta County Small Business Loan Fund joint rack card
 - Publish established monthly electronic newsletter
 - Publish Annual Report
 - Maintain Economic Development Facebook page
 - Develop Tourism Instagram page
 - Speak at community-engagement events (i.e. Rotary, Kiwanis, Ruritan, and educational groups)
 - Each staff member to attend one or more training opportunities each year in order to consistently learn new strategies, evaluate existing approaches, and implement best practices
 - Attend Public Relations Council meetings for professional development
 - Serve on VEDA Executive Committee as Treasurer
- Existing Business Retention
 - Complete 24 (2/mth?) direct industry visits per year
 - Host industry luncheons as needed to cover relevant educational topics and bring together industry stakeholders
 - Collaborate with the region and state to recognize and show appreciation for Augusta County businesses
 - Expand the Augusta County Tourism grant program to encourage County-wide collaboration on new events and marketing programs as well as facilities projects
 - Continue the Augusta County Agritourism Conference scholarship program to encourage business development among farm operations
 - Promote regional craft beer trail – the Shenandoah Beerwerks Trail (GART)
 - Engage in Shenandoah Valley Tourism Partnership activities that are meaningful to the Augusta community

- Complete wrap-up of first-ever Shenandoah Valley-wide event for regional farms/producers to market products to statewide consumers (called Farm2Fork Affair) through partnerships with various stakeholder groups (VDACS/GART/Fields of Gold/Shenandoah Valley Tourism Partnership, etc).
 - Attend Chamber Industrial Roundtables
 - Serve on Fields of Gold Steering Committee and other associated committees
- **Business Attraction**
 - Continue to meet with established LifeCore stakeholders to promote LifeCore for development
 - Continue participation in the Shenandoah Valley Partnership's (SVP) site location consultant initiative
 - Work with SVP to host site selectors in individual and collective visits
 - Work with SVP on 1-day site selector familiarization tours in partnership with VEDP
 - Work with SVP to host Virginia Economic Development Partnership project managers
 - Participate on SVP Marketing Committee and Communication Strategy Committee
 - Complete requests for information, site submittals, and prospect visits
 - Initiate Food and Beverage Marketing Campaign with local advertising/marketing agency
- **Business Start-up Support**
 - Promote regional website devoted exclusively to helping entrepreneurs navigate the start-up pathway
 - Promote and reimagine the Augusta County Small Business Loan Fund
 - Continue to host satellite office of the Shenandoah Valley Small Business Development Center in the Augusta County Government Center
 - Research and consider an entrepreneurial grant initiative
 - Continue to mail Economic Development Services rack card (to include Loan Fund information) to new business license lists
- **Labor Resources**
 - Support outside organizations in their implementation of initiatives from the CTE Strategic Plan
 - Promote collaborative labor pipeline development campaign called inDemand Jobs and Valley Career Hub established by the Shenandoah Valley Partnership and WHSV-TV3
 - Work with the Shenandoah Valley Partnership on workforce marketing program(s)
 - Re-initiate industry tours for area high school students and/or other labor pipeline development in collaboration with regional stakeholders
 - Serve on Staunton-Augusta-Waynesboro Career and Technical Advisory Council
 - Serve as alternate to the Shenandoah Valley Workforce Investment Board's CEO consortium
- **Physical Infrastructure and Site Readiness (capital requests)**
 - Further site readiness of key economic development sites in Augusta County
 - Develop Real Estate Readiness Program with Grants to incentivize private property owner due diligence
 - Site Ranking System
 - Application Process, Procedure and Policy
 - Grants (\$200,000)
 - Blue Mountain Property: continue to enhance site readiness
 - Water Tank
 - Tier Increase from 2 to 3 (Cost is approximately \$164,500)
 - Rezone key property to business and industrial, consistent with the County's comprehensive plan (\$25,000 for TIA)
 - Lyndhurst/Route 340 Sewer (\$7,000,000)
 - Mill Place Commerce Park:

- Finalize zoning update
- Update covenants and restrictions (\$15,000)
- Intersection improvements @ Laurel Hill Road (SMART SCALE)
- Entrance Signs & Landscaping (\$100,000)
- Trail Network
- Pad Site \$650,000

Budget Summary:

Tourism:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$273,563	\$273,570	\$272,770	\$273,570	0%

***Funding based on requirements to meet tourism moral obligation.

Economic Development:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$164,308	\$167,025	\$166,299	\$170,942	2.3%
Operating	136,701	140,504	137,760	140,338	-0.1%
Total	\$301,009	\$307,529	\$304,059	\$311,280	1.2%

Accomplishments for Calendar Year 2018:

The Augusta County Department of Economic Development and Tourism had a strong year with measured results in 2018. Four expansion projects were announced with a combined capital investment of \$21.5 million, 84 jobs created and 34 jobs retained (see chart below for project detail).

	Goal	Total	Goal	Prior Year
	2019	2018	2018	2017
Marketing Missions	1	2	1	2
Outreach VEDP	1	1	1	3
Total Outreach	2	3	2	5
Leads/SVP/VEDP	15	12	15	18
Leads/Other	15	12	15	17
Total Leads	30	24	30	35
Prospect Visits/SVP/VEDP	2	3	2	1
Prospect Visits/Other	2	1	2	3
Total Prospect Visits	4	4	4	4
ANNOUNCED ACTIVITY	5	6	5	5
Expansion Projects Announced*	3	4	3	5
New Company Locations*	1	0	1	1
Capital Investment (millions)	\$75,000,000.00	21,512,000.00	\$75,000,000.00	\$79,874,000.00
Jobs Created	150	84	150	183
Jobs Retained		34		

***Announced Projects (2018):**

	Investment	Jobs Created	Jobs Retained
Provides US	\$ 897,000	20	
ComSonics, Inc.	\$ 615,000	34	
NIBCO	\$14,000,000	30	
Sumitomo Drive Technologies	\$ 6,000,000		34
	\$21,512,000.00	84	34

The following are other accomplishments achieved in calendar year 2018, organized by strategic goal category:

- **Organizational Effectiveness and Communications**
 - Launched newly redesigned tourism website at visitaugustacounty.com
 - Launched the Shenandoah Beerwerks Trail passport program in December 2017. Within one year, the program has seen 16,166 brewery visits with 2,684 completed passports. Primary survey data indicates that the passport program has encouraged visitors to extend their stay to four days or longer, visit more attractions, and spend more money in our area.
 - Initiated Quality of Life video project to be completed in early 2019
 - Published monthly electronic newsletter with average open rate of 43%
 - Maintained Economic Development Facebook page and completed marketing initiative of #takeovertuesday which promoted our partners as well as increased our FB followers
 - Attended Public Relations Council meetings for professional development
 - Developed Mill Place Commerce Park marketing project-specific video
 - Created a media profile sheet which showcases Augusta County's key tourism attractions and can also be used as a fulfillment piece for visitor requests.
 - Director served on the Virginia Economic Developers Association Board of Directors as Secretary and Chair of the Membership Committee
 - Director served on the Virginia Manufacturing Development Commission

- **Existing Business Retention**
 - 43 existing business visits conducted
 - Staff attended Chamber Industrial Roundtables and other Chamber events
 - Awarded \$2,500 in Augusta County's tourism grant program (3rd year)
 - Marketing Coordinator served on Fields of Gold Steering Committee and other related agri-tourism committees
 - Assisted in coordinating Sumitomo Drive Technologies' ribbon cutting event with federal, state, and local elected officials.

- **Business Attraction**
 - Continued participation in the Shenandoah Valley Partnership's site location consultant initiative
 - Hosted individual site selectors
 - Marketing Coordinator served on the Shenandoah Valley Partnership's subcommittee for the 2018 Familiarization Tour for Site Location Consultants
 - Hosted and sponsored a one-day site selector familiarization tour for 8 Atlanta-based site selectors
 - Completed requests for information, site submittals, and prospect visits
 - Participated on SVP Marketing Committee and Communication Strategy Committee
 - SVP completed total website refresh including new URL and branded email addresses

- **Business Start-up Support:**
 - Led development of Farm2Fork Affair event planning guidebook and led Advisory Committee in development of first-ever Shenandoah Valley-wide event for regional farms/producers to market products to statewide consumers through partnerships with various stakeholder groups (GART/Fields of Gold/Shenandoah Valley Tourism Partnership, etc). The program received an AFID grant.
 - The Augusta County Economic Development Authority continued to offer a small business loan fund program and began modification of program to encourage increased participation
 - With Staunton and Waynesboro, promoted a web version of An Entrepreneur's Guide to Starting a Business in Augusta County, www.augusta-startup.com
 - Hosted a satellite office of the Shenandoah Valley Small Business Development Center in the Augusta County Government Center

- Continued the Greater Augusta Regional Tourism grant program to encourage regional collaboration on new events and marketing programs
- Developed "An Agritourism How-To Guide" piece to help new and existing agritourism operators navigate requirements for business as well as events
- **Labor Resources**
 - Augusta County, in partnership with Staunton and Waynesboro, was awarded a \$40,000 Building Collaborative Communities grant from DHCD. With the required match, the entire \$50,000 project mapped CTE assets, gathered data from CTE contacts and businesses, and funded a 10-year strategic plan for career and technical education in the Staunton-Augusta-Waynesboro area. A Business Resources rack card was also developed and printed.
 - Promoted the collaborative labor pipeline development campaign established by the Shenandoah Valley Partnership and WHSV-TV3 (inDemand Jobs) and Valley Career Hub
 - Director served on Staunton-Augusta-Waynesboro Career and Technical Advisory Council
 - Director served as alternate to the Shenandoah Valley Workforce Investment Board's CEO consortium
- **Physical Infrastructure and Site Readiness**
 - Organized site characterization project in partnership with Shenandoah Valley localities and Draper Aden Associates to characterize 21 sites in the Valley. Augusta County sites included:
 - Martin
 - Argenbright
 - MEG
 - Greenville Property
 - Wilson Commerce Park
 - Completion of the construction of sections 1 and 2 of Centerview Drive
 - Completion of the initial trail loop of the Trails at Mill Place
 - Completion of InterChange's new 107,000 square foot facility in Mill Place Commerce Park (new home to Sumitomo Drive Technologies)

Contact Information:

Amanda N. Glover, Director of Economic Development
 Rebekah S. Castle, Marketing Coordinator

Location: Augusta County Government Center
 Economic Development Office
 18 Government Center Lane
 P.O. Box 590
 Verona, VA 24482

Phone: (540) 245-5619

E-mails: aglover@co.augusta.va.us; rcastle@co.augusta.va.us

**81020 - TOURISM
BUDGET REQUEST**

	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	<u>18-19 Revised</u>	<u>FY 18-19</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 19-20</u>	<u>Request to</u>
						<u>Recommend</u>
						<u>Recommends</u>
<u>5603 - TOURISM DEVELOPMENT</u>		\$ 116,590	\$ 116,590	\$ 116,590	\$ 116,590	\$ -
GART	\$20,000					
Natural Chimneys Rack Card and/or other promotional effort	\$0					
Group Sales Promotion	\$5,000					
Innovate Live or other regional event	\$10,000					
TIC-Frontier Culture Museum	\$7,266					
Photography	\$5,000					
Tourism Website	\$10,000					
VA-1 Tourism Summit	\$645					
Tourism Brochure/Printing & Design	\$15,000					
Tourism Marketing and Facilities Grant Program	\$2,500					
Agritourism Conference Scholarships	\$2,000					
Chamber-Farming in the Valley	\$0					
Farm2Fork Affair	\$5,000					
People of Augusta Campaign	\$3,500					
Shenandoah Valley Tourism Partnership	\$1,000					
Fish Virginia First	\$500					
VADMO	\$450					
Contingency	\$14,779					
Hover - URLs	\$150					
DropBox	\$100					
Bike-Walk Summit	\$500					
Personnel Allocation (included in 081050 personnel-14,000)	\$14,000					
	\$117,390					

5677 - GREATER AUGUSTA CHAMBER OF COMMERCE

Annual dues

\$ 1,100 \$ 1,100 \$ 1,100 \$ 1,100 \$

5679 - SHENANDOAH VALLEY AIRPORT

\$ 134,080 \$ 134,080 \$ 134,080 \$ 134,080 \$

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	Detail	Original	Revised	Request	Co. Admin	Difference
	Detail	FY 18-19	FY 18-19	FY 19-20	Recommendations	Request to
	18-19 Revised	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Recommendations
Financial Support for SHD						
5698 - FINE ARTS GRANT		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Grant funds (\$5000) and local matching funds (\$5000) for State Grant. Funds benefit Stonewall Brigade Band, Shenanarts, and Shenandoah Valley Art Center.						
5700 - AUGUSTA COUNTY FAIR		\$ 8,800	\$ 8,000	\$ 8,800	\$ 8,800	\$ -
Sheriff Deputy Coverage for Fair						
	Fair Meals	\$5,000				
	Staff shirts, hats and incentives	\$1,040				
	Popcorn Machine, Popcorn, Bags	\$1,330				
	Gift Bags, Miscellaneous Supplies	\$1,278				
		\$122				
		\$8,769				
5704 - FIELDS OF GOLD AGRITOURISM (PDC)		\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
Request of Planning District , see 81010 for documentation						
5706 - FARMERS MARKET		\$ -	\$ -	\$ -	\$ -	\$ -
Reimbursement of business license for North Augusta Farmer's Market						
NOW MANAGED THROUGH PROJECT GROWS- NON-PROFIT, SO NO BUSINESS LICENSE IS NEEDED						
Department Total:		\$ 273,570	\$ 272,770	\$ 273,570	\$ 273,570	\$ -
Payroll Total:		n/a	n/a	n/a	n/a	n/a
Grand Total:		\$ 273,570	\$ 272,770	\$ 273,570	\$ 273,570	\$ -

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SHENANDOAH VALLEY REGIONAL AIRPORT COMMISSION

December 20, 2018

Ms. Misty Cook
Director of Finance
County of Augusta
P.O. Box 590
Verona, VA 24482-0590

RE: Funding Request
Shenandoah Valley Regional Airport
Weyers Cave, Virginia

Dear Ms. Cook,

The Shenandoah Valley Regional Airport Commission has directed me to submit a request for Sponsor Funding from the County of Augusta in the amount of \$134,080.00 for the 2019/2020 FY. This request is based upon the agreement reached between the member jurisdictions in 2004.

Overall activity at SHD remains strong and the Airport continues to play an invaluable role in the region's economy. The Airport Commission is also proud of the fact that they have been good stewards of the public trust and have used the contributions by member jurisdictions, including the County of Augusta, to leverage significant Federal and State funds toward continued Capital Improvements. A summary of our progress over the past several years is attached.

According to an Economic Impact Study conducted by the Virginia Department of Aviation this year, Shenandoah Valley Regional Airport is responsible for approximately 430 jobs and creates an economic impact of 70 million dollars annually for the community.

With SHD's role as one of only nine Commercial Airline Service Airports in the Commonwealth of Virginia, we are required to comply with the regulatory requirements associated with such service which are costly and cannot be compromised; therefore, the County's financial support is extremely important.

Understanding the challenges facing the County and the other four member jurisdictions, the Airport Commission has taken extraordinary efforts to contain expenses, and create additional revenues.

PO Box 125 · 77 Aviation Circle · Weyers Cave, Virginia 24486 USA · 540.234.8304 · Fax: 540.234.8538 · flyshd.com

COUNTY OF AUGUSTA	CITY OF STAUNTON	CITY OF HARRISONBURG	CITY OF WAYNESBORO	COUNTY OF ROCKINGHAM	EXECUTIVE DIRECTOR
Gerald W. Garber	Maggie A. Ragon	Joseph B. Bowman	Jeffrey A. Ward	Michael D. Heatwole	Gregory W. Campbell

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SHENANDOAH VALLEY REGIONAL AIRPORT COMMISSION

Funding Request
December 20, 2018
Page 2

Thank you in advance for your continued support of the Shenandoah Valley Regional Airport. Should you have any questions, please do not hesitate to contact your County representative, Gerald Garber, or me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gregory W. Campbell".

Gregory W. Campbell
Executive Director

GWC/hkbr

Enclosures

cc: Mr. Gerald Garber, Airport Commission
Ms. Amanda Glover, Augusta County Economic Development Director

**Shenandoah Valley Regional Airport
Contributions by Jurisdictions Served**

Augusta County	\$134,080.00*
Rockingham County	\$96,461.00
Harrisonburg City	\$67,923.00
Staunton City	\$48,159.00
Waynesboro City	\$44,052.00

* Includes Aircraft TPP contribution.

**Shenandoah Valley Regional Airport
Clientele Served Per Jurisdiction**

Augusta County (Entire Population)	66,300 Residents
Rockingham County (Entire Population)	69,200 Residents
Harrisonburg City (Entire Population)	42,200 Residents
Staunton City (Entire Population)	23,500 Residents
Waynesboro City (Entire Population)	19,600 Residents

*Data from 2014 Regional Data Center

SVRA FUNDING REQUEST BUDGET - Y/E 2020

REVENUES	
Sales	2,000,000
Rents	324,000
Landing Fees & Airport Serv	23,485
Hangar, Parking & Tie Downs	295,000
Commissions	75,000
Ramp Fee	30,480
PFC Collections	60,000
Ground Transportation	8,500
TSA Contract	38,000
Miscellaneous	25,000
Catering	5,000
Sponsors-Local Funds	390,675
Interest Income	2,500
Air Service Promotion	35,000
Contributions-VDA	50,000
TOTAL REVENUES	3,362,640
EXPENSES AND CAPITAL OUTLAY	
Cost of Sales	1,340,000
Catering	5,000
Salaries	800,000
Payroll Taxes	61,500
Retirement Fund	37,000
Utilities & Heating Oil	135,000
Insurance	180,000
Repairs & Maintenance	180,000
Uniforms	5,000
Professional Fees	48,000
Telephone	21,000
Miscellaneous	25,000
Bank Card Discounts	45,000
Office Supplies/Expense	8,000
Other Supplies	4,500
Development & Travel	7,000
Rubbish Service	6,200
Advertising	100
Air Service Promotion	158,090
Air Service Development	25,000
Ground Transportation	1,000
Equipment Rental	24,000
Dues	3,000
Public Safety	31,000
Capital Outlay net of Grant	100,000
Debt Service	112,250
TOTAL EXPENSES AND CAPITAL OUTLAY	3,362,640

Shenandoah Valley Regional Airport
Capital Improvement Program FY19/20

2004-2019	Project	Total Cost
	Rehabilitate Runway 5/23	\$ 5,854,020
	Airport Maintenance Facility	\$ 1,303,000
	Taxiway System Rehabilitation	\$ 2,833,857
	Corporate Hangar 4	\$ 1,200,000
	GA Terminal Renovations	\$ 349,765
	Parking Lot Improvements	\$ 300,000
	Acquire Snow Removal Equipment	\$ 444,000
	Rehabilitate Airfield Lighting	\$ 1,850,000
	Construct Helicopter Parking Area	\$ 20,000
	Air Carrier & Transient Apron Rehab.	\$ 1,410,000
	Pavement Preservation & Airfield Marking	\$ 38,807
	Corporate Hangar Site Prep (Construct)	\$ 2,100,000
	T-Hangar Taxilane Rehab	\$ 418,655
	Air Carrier Terminal Rehab	\$ 2,143,202
	Radio Equipment Upgrades	\$ 140,000
	Rehab/Expand Parking Lot	\$ 1,900,000
	Wildlife Hazard Assessment	\$ 70,260
	Airport Master Plan Update	\$ 660,000
	Aircraft Rescue/Firefighter Equipment	\$ 800,000
	Snow Removal Equipment	\$ 750,000
	Security Repairs and Upgrades	\$ 25,000
	Airfield Pavement Rehabilitation	\$ 1,500,000
	General Aviation Terminal HVAC Replacement	\$ 314,690
	Environmental Assessment (Master Plan)	\$ 258,480
	Total	\$ 26,683,736
FY 19-20 Projects		Total Cost
	Sealcoat & Remark Parking Lot	\$ 150,000
	Replace Fuel Farm Tanks	\$ 775,000
	GA Terminal Metal Roof	\$ 60,000
	Hangar 6 Design/Construction	\$ 3,824,000
	Total	\$ 4,809,000

**81050 - ECONOMIC DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
			\$	\$	\$	\$	Recommendations
<u>3600 - ADVERTISING/MARKETING</u>							
Site Plan Marketing (prospect visits)	\$ 10,000	\$ 10,000					
Business Retention (industry lunches)	\$ 500	\$ 500					
Business Appreciation Event	\$ 1,500	\$ 1,500					
Printing & Design Marketing							
Brochures/Collateral	\$ 6,000	\$ 6,000					
Website Add-ons/Video	\$ 5,000	\$ 5,000					
Website Technology Upgrade/Design Enhancen	\$ 2,000	\$ 2,000					
Industry Tours/CTE/Workforce Support	\$ 3,500	\$ 3,500					
Existing Business Contact/Promotional Products	\$ 2,500	\$ 2,500					
Constant Contact - MOVED TO DUES & SUBSCRIPTIONS	\$ -	\$ -					
Announcements/Groundbreaking Invitations	\$ 1,000	\$ 1,000					
Entrepreneurial Grant Initiative	\$ -	\$ -					
Site Readiness	\$ 3,000	\$ 3,000					
Food and Beverage Marketing Campaign	\$ -	\$ 10,000					
	\$ 35,000	\$ 45,000	\$ 35,000	\$ 35,000	\$ 45,000	\$ 35,000	10,000 general
<u>5201 - POSTAL SERVICES</u>							
General office mailings and overnight deliveries	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
Economic development services mailing to business licenses							

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to
							Recommendations

5203 - TELEPHONE SERVICES

Cell Phone	\$ 600	\$ 600					
Land Line	\$ 480	\$ 480					
Air Card	\$ 480	\$ 480					
	\$ 1,560	\$ 1,560					

5305 - MOTOR VEHICLE INSURANCE

One vehicle

Mileage as of 1/16/19: 22,242

	\$ 600	\$ 600					
	\$ 600	\$ 600					

5501 - TRAVEL EXPENSES

Prospect Visits	\$ 2,000	\$ 2,000					
VA Economic Developers Association	\$ 3,000	\$ 4,000					
Community Development	\$ 120	\$ 120					
Site Selector Visits	\$ 200	\$ 200					
IEDC/SEDC Training Courses	\$ 2,580	\$ 1,450					
International Production & Processing Expo	\$ -	\$ -					
Summer Fancy Foods Show	\$ 100	\$ 50					
Industrial Asset Management Council							
Public Relations Council Lunches	\$ -	\$ 230					
	\$ 8,000	\$ 8,000					

5674 - SHENANDOAH VALLEY PARTNERSHIP

Annual contribution to SVP

	\$ 73,815	\$ 73,815					
	\$ 75,013	\$ 75,013					

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	18-19 Revised	FY19-20	FY 18-19	FY 18-19	FY 19-20	Recommends	Request to
						FY 19-20	Recommends

5675 - SMALL BUSINESS DEVELOPMENT CENTER

Rent-inkind (offset by revenue)	\$ 4,000	\$ 4,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
Stipend	\$ 8,000	\$ 8,000					
	\$ 12,000	\$ 12,000					

5801 - DUES & SUBSCRIPTIONS

International Economic Developers Assoc.	\$ 420	\$ 420	\$ 5,429	\$ 5,065	\$ 5,065	\$ 5,065	\$ -
Shenandoah Valley Technology Council	\$ 250	\$ 250					
Executive Pulse Maintenance Fee	\$ -	\$ -					
Salesforce	\$ -	\$ -					
EMSI							
Jobs EQ - Chmura Analytics	\$ 1,061	\$ 1,061					
Virginia Economic Developers Assoc. for 2	\$ 750	\$ 750					
International Council of Shopping Centers	\$ 100	\$ 100					
Verona Business Association	\$ 75	\$ 75					
Industrial Asset Management Council	\$ -	\$ -					
Virginia Agribusiness Council	\$ 110	\$ 110					
Virginia Agri-Women	\$ 100	\$ 100					
Public Relations Council (dues only)	\$ 100	\$ 100					
Constant Contact	\$ 470	\$ 470					
Hover (URL subscriptions)	\$ 360	\$ 360					
Nexcess (web hosting)	\$ 107	\$ 107					
Canva for Business	\$ 120	\$ 120					
Wordpress Quarterly Updates	\$ 800	\$ 800					
Network Solutions (Mill Place domain)	\$ 242	\$ 242					
	\$ 5,065	\$ 5,065					

January 4, 2019

Ms. Misty Cook
Director of Finance
County of Augusta
18 Government Center Lane
Verona, VA 24482-0590

Dear Ms. Cook:

As you begin consideration of the fiscal year 2019-2020 economic development appropriation you will find the Shenandoah Valley Partnership (SVP) funding request respectfully attached.


The SVP's foundation of regional cooperation among localities, private sector investors, and educational institutions is critical to developing an economic climate for business success. As the region's premier advocate for economic development, we focus our efforts on attracting new business to the region, advocating for existing business expansions, and guiding strategic workforce development efforts. By leveraging current economic opportunity and innovative communications strategies targeted at decision makers, our region benefited from a 20% increase in activity last fiscal year.

Localities' financial contribution allows SVP to provide technical assistance through project management and lead generation. Designed to increase economic activity, last fiscal year the region benefited from \$96 million in new capital investment and the creation of 305 new jobs.

The SVP requests the County of Augusta to budget \$75,013.00 for our FY19-20 operating year. This request reflects an adjustment to per capita allocations based on the July 1, 2017 population estimates data from the Weldon Cooper Center for Public Service. This adjustment was approved at the January 2018 SVP Board of Directors meeting and continues to follow the \$1.00 per capita funding rate for localities with a population of 10,000 or more.

We value our long-term relationship with the County of Augusta and trust it continues to recognize the benefits of investing in its economic future. If we can provide any additional information, please do not hesitate to contact me.

Thank you,


Jay A. Langston, Ph.D.
Executive Director
Shenandoah Valley Partnership
jlangston@theshenandoahvalley.com

o) 540.568.3259 | (c) 540.421.6461

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SVP Jurisdictions and Clientele Served

Member Jurisdiction	2017 Population*	FY19-20 Public Investment at \$1.00 per capita for localities over 10,000 population**
Augusta County	75,013	\$75,013
Bath County	4,556	\$8,004
City of Buena Vista	6,424	\$8,785
City of Harrisonburg	54,689	\$54,689
Highland County	2,284	\$7,022
City of Lexington	7,284	\$8,945
Page County	23,665	\$23,665
Rockbridge County	22,596	\$22,596
Rockingham County	80,666	\$80,666
Shenandoah County	42,525	\$42,525
City of Staunton	24,761	\$24,761
City of Waynesboro	21,955	\$21,955

*Source: Weldon Cooper Center for Public Service, July 1, 2017 Population Estimates

**Funding based on per capita. All localities below 10,000 population remain at current funding level.



FINAL
FY 18-19
\$1.00 per capita

Ordinary Income/Expense

Income

Private Contributions	160,000
Public Contributions	369,991
Interest Revenue	578
GO Virginia Pass-Through Funds	35,000
Total Income	565,569

Expense

Personnel	133,621
Personnel Benefits	54,932
GO Virginia Administrative Support	35,000
	223,553

Contract Services

Central Shenandoah Planning District Commission	15,000
Audit	9,500
	24,500

Total Contract Services

Marketing

Consultant/Influencer Strategy	54,826
Direct/Decision Maker Strategy	43,000
Marketing Resources	38,260
Marketing Support & Benefits	122,744
Contact Development	28,345
	287,175

Total Marketing

General Administrative & Operating Costs

30,341

Total Expense

565,569

Shenandoah



PROPOSED FY19-20

\$1.00 per capita

Ordinary Income/Expense

Income

Private Contributions	168,000
Public Contributions	378,626
GO Virginia Administrative Support Contract	40,000
Interest Revenue	<u>3,500</u>

Total Income

590,126

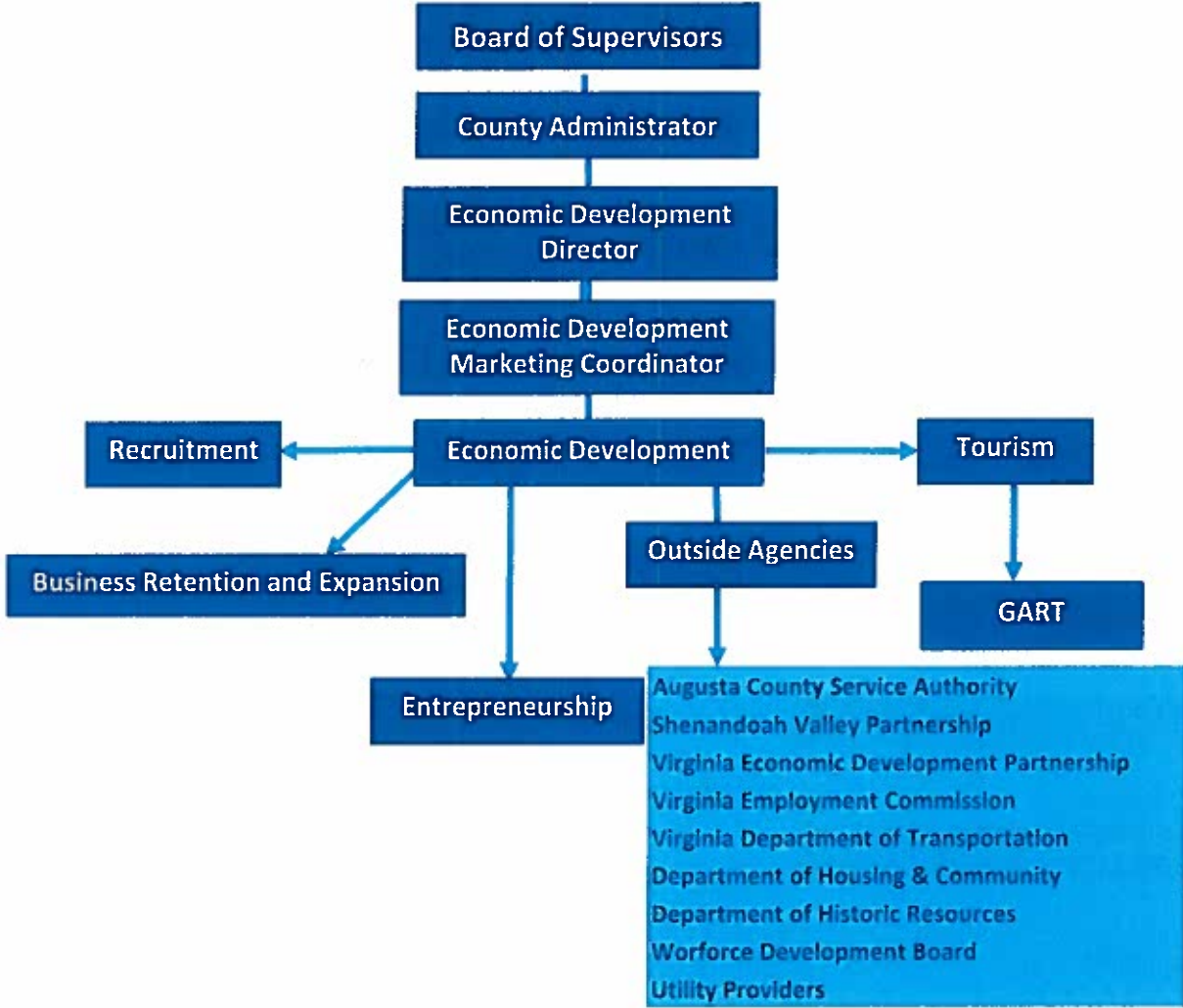
Expense

Personnel	172,000
Personnel Benefits	107,281
GO Virginia Administrative Support	40,000
Central Shenandoah Planning District Commission	15,000
Audit	10,000
Marketing Initiatives	213,845
General Administrative & Operating Costs	<u>32,000</u>

Total Expense

590,126

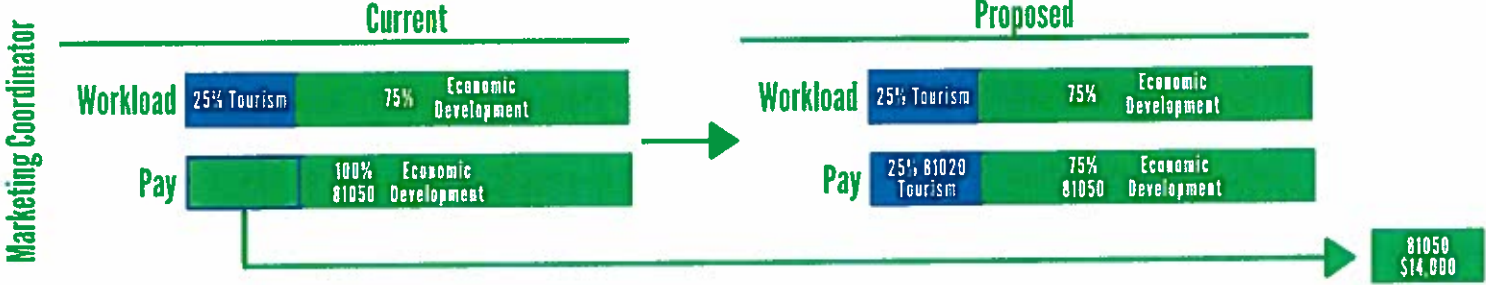
Augusta County
Economic Development



Shared Position Request

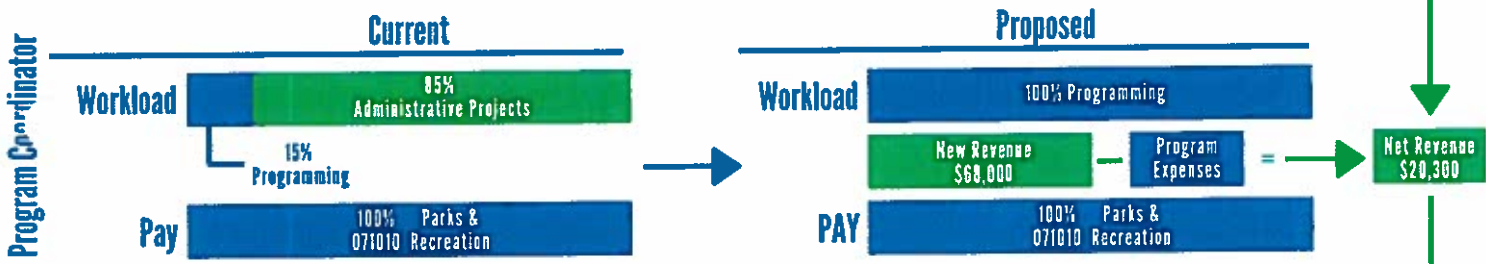
How will it be funded? Adjustments to two current staff positions, elimination of one summer intern position, and a small increase in the Parks and Recreation budget.

ECONOMIC DEVELOPMENT & TOURISM



The Marketing Coordinator budget allocation will be adjusted to reflect the position's workload. Both Economic Development and Tourism budgets are funded through meals tax and lodging tax, respectively. The County has a moral obligation to spend that tax revenue on intended budget expenses. This change ensures the obligation is met. The change will create available funds in the Economic Development budget for the shared Project Coordinator salary.

PARKS & RECREATION



The Program Coordinator workload will be adjusted so 100% of that position's time is spent on programming. The administrative projects this position is currently tasked with will be transferred to the shared Project Coordinator position. This creates a significant increase in programming opportunities with an additional estimated \$68,000 in revenue. With expenses, the net revenue will be approximately \$20,300. The net will be used for the Parks and Recreation portion of the shared Project Coordinator salary.

Summer Intern Position Pay



Additional Budget Request



Proposed Project Coordinator

Workload	25% ED Projects	75% Parks & Recreation Administrative Projects
	25% Economic Development	75% Parks & Recreation
Pay	\$14,000	\$20,300 + \$4,800 + \$17,072 = \$42,172
		Office \$3,800



36K

Original Budget
Budget Year 2019 -2020

Employee Name	Position Grade	Total Salary	FICA (2100) 7.65%	VRS (2210) 9.43%	# by 1/31/19		Disability 0.59%	WC (2700) 10% Incr
					Original Hosp (2300) \$8,230	m/b lower 1.31% FY18 GL (2400) 1.31%		
81050 Glover, Amanda	35	84,483.00	6,462.95	7,966.75	8,230.00	1,106.73		
81050 Casle, Rebekah	23	43,419.00	3,321.55	4,094.41	8,230.00	568.79		
NEW Project Coordinator	21	38,755.00	2,964.76	3,654.60	8,230.00	507.69	228.65	988.23
		(29,066.25)	(2,223.57)	(2,740.95)	(6,172.50)	(380.77)	(171.49)	(741.17)
Total Salary		137,590.75	10,525.69	12,974.81	18,517.50	1,802.44	57.16	3,473.35
81020-5603		(14,000.00)						
		123,590.75						

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Extension Office

Mission:

Virginia Cooperative Extension helps lead the engagement mission of Virginia Tech and Virginia State University, the commonwealth's land-grant universities. Building local relationships and collaborative partnerships, we help people put scientific knowledge to work through learning experiences that improve economic, environmental, and social well-being.

Department Overview:

The Augusta County Office of Virginia Cooperative Extension provides the citizens of Augusta County, Staunton and Waynesboro with educational, research-based information from Virginia Tech and Virginia State University. Currently the staff includes four Extension Agents, one administrative assistant, one 4-H program assistant, and a federally funded program assistant (SNAP). The Extension Agents are one county 4-H agent, two Agricultural and Natural Resources (ANR) agents, and one food and nutrition agent who is largely federally funded. Under the area programming model additional agents from other offices in Extension Planning District 6 (in addition to Augusta these include Bath, Highland, Rockbridge and Rockingham counties) will conduct educational programs in complementary program areas including farm business management, environmental science and dairy production as well as consumer sciences. Furthermore, Augusta County has the added benefit of the Community Viability Specialist housed in the Northern District office in Harrisonburg.

Virginia Cooperative Extension's Vision is to help lead the engagement mission of Virginia Tech and Virginia State University, the Commonwealth's land-grant universities. Building local relationships and collaborative partnerships, we help people put scientific knowledge to work through learning experiences that improve economic, environmental, and social well-being. Extension is committed to providing access to unbiased, scientific information related to locally defined issues; a presence in local communities; the establishment of strong partnerships and collaborative coalitions; and innovative service to the Commonwealth.

Virginia Cooperative Extension Programs are proactive and are designed to address problems/needs of the county in an effective, timely manner. Educational information is delivered through organized programs, workshops and meetings, field days, test plots, newsletters, tours, demonstrations, one-on-one contacts, media, schools, and 4-H clubs, camps, and activities. Through Virginia Cooperative Extension, the citizens of Augusta County have access to research-based, unbiased information to help them improve their productivity, profitability, and quality of life.

Area programming has always been part of our educational efforts. Extension Agents work across county lines conducting programs in their area of specialization. The Agriculture Extension Agents and Family and Consumer Science Extension Agent (Rockingham) have been assigned a program specially giving them the advantage of concentrating in a particular subject matter area. Agents receive intensive training so they can be more knowledgeable and advanced in their specialty assignment. Each county also has a 4-H Extension Agent and/or Program Assistant who is assigned to coordinate 4-H programs in that locality.

University specialists from Virginia Tech and Virginia State Universities are available through Virginia Cooperative Extension to provide expertise and research based education information. In conjunction with local Extension Agents, Specialists develop publications and program materials. They are also available to assist with programs at the local level.

Strategic Goals and Objectives:

- **Agriculture and Natural Resources**
 - Advise work of Augusta Agriculture Industry Board
 - Enhance Augusta beef cattle marketing opportunities for producers
 - Publish equine producer forage management resources
 - Expand educational scope of 4-H/FFA Market Animal Show for all species
 - Continue corn, soybean, and small grain hybrid variety test traits
 - Maintain pesticide applicators certification program
 - Investigate innovative sustainable cropping practices programs for environmental and production efficiency
 - Maintain the Farm Family Transition program
 - Continue programming aimed at supporting small farm enterprise development
 - Provide non-expert agricultural law interpretation where appropriate
- **4-H**
 - Provide support for 4-H volunteer department
 - Manage 4-H Teen Leadership Development Program
 - Foster development of new special interest 4-H clubs throughout the county
 - Assist in organization and management of Market Animal Show
 - Increase membership in 4-H and awareness of Augusta, Staunton, and Waynesboro 4-H Programs

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$103,372	\$107,212	\$101,433	\$116,112	29.6%
Operating	6,934	7,600	7,600	8,100	13.2%
Total	\$110,306	\$114,812	\$109,033	\$124,212	28.5%

***Increase in personnel expenditures due to merit and cost of living allocations. Revised reflects turnover in personnel and vacant positions.

Accomplishments:

- **Crops and Soils**
 - Provided assistance to individual farmers and landowners
 - Promotion of safe and effective pesticide usage
 - Row crop and forage research and outreach efforts
- **Horticulture**
 - Consult with commercial vegetable, ornamental, and nursery enterprises on production and marketing issues
 - Assist small horticulture operation to increase scale and marketing options
- **Animal Science**
 - Assistance to individual livestock producers and enterprise developing landowners
 - Improve farm profitability through better animal nutrition, health, and marketing
- **Farm Business Management**
 - Farm Finances
 - Land Leasing and Custom rate surveys
 - Small scale agriculture and new landowners
 - Consult with landowners on Dominion contract negotiations

- Dairy Science
 - Organic Dairying
 - Educational meetings, farm visits, and herd-book clinics
 - Youth programs
 - Work with the Farm Family Transition program
- 4-H Youth Development
 - Community Clubs
 - Special Interest Clubs
 - 4-H Junior Camp
 - Cloverbud Clubs
 - 4-H Judging Teams
 - 4-H After-school Programs
 - Augusta County 4-H/FFA Market Animal Show, Sale, and Banquet
 - International 4-H Exchange Program
 - Presentation Workshops
 - 4-H County Contests
 - 4-H Officer Training
 - Volunteer/Risk Management Training
 - STEM (science, technology, engineering, math) activities
 - 4-H Day at the Capitol
 - State 4-H Events
 - Civic Activities

Contact Information:

Matt Booher, ANR Agent, Unit Coordinator

Location: 13 Government Center Lane
Verona, VA 24482

Phone: (540) 245-5750

Fax: (540) 245-5752

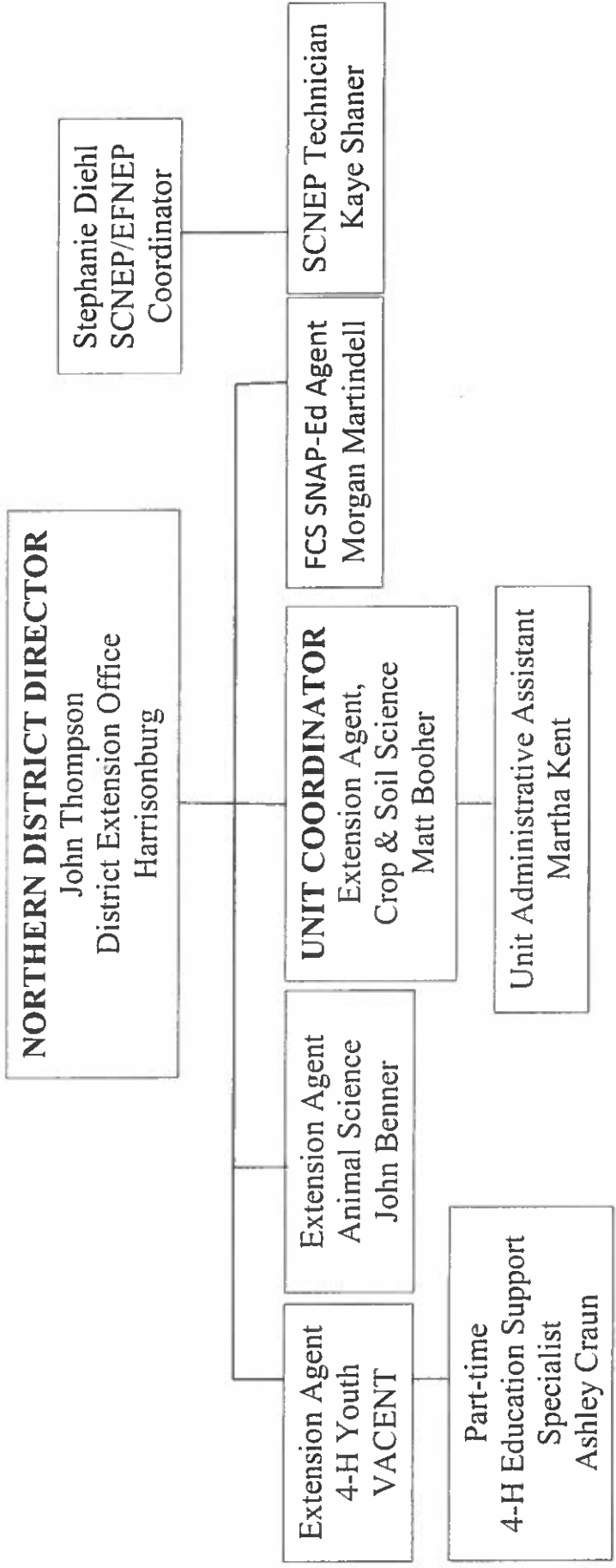
E-mail: mrbooher@vt.edu

**83010 - EXTENSION OFFICE
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations
18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20
Revised					
	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
<u>5203 - TELEPHONE SERVICES</u>					
Land lines, fax, repairs for Augusta office					
	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
<u>5501 - TRAVEL EXPENSES</u>					
Mileage for agents in Augusta office					
	\$ -	\$ 600	\$ 600	\$ 600	\$ 600
<u>6001 - OFFICE SUPPLIES</u>					
Supplies for Augusta office employees					
	\$ -	\$ -	\$ -	\$ 1,000	\$ 500
<u>6002 - 4-H PROGRAM SUPPORT</u>					
Mileage for 4-H technician travel, market animal show, 4-H camp & other program support					
Department Total:	\$ -	\$ 7,600	\$ 7,600	\$ 8,600	\$ 8,100
Payroll Total:	\$ -	\$ 107,212	\$ 101,433	\$ 138,900	\$ 116,112
Grand Total:	\$ -	\$ 114,812	\$ 109,033	\$ 147,500	\$ 124,212

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Virginia Cooperative Extension Augusta County Office Unit Organizational Chart FY19-20



County Farm

Department Overview:

Expenditures related to the Berry Farm property and Agricultural Development Board are included under County Farm.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$6,760	\$8,260	\$8,260	\$8,260	0%

**83050 - COUNTY FARM
BUDGET REQUEST**

<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin Recommends</u>
18-19	FY19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20
Revised					
\$	- \$	1,500 \$	1,500 \$	1,500 \$	1,500
<u>6003 - AGRICULTURAL SUPPLIES & MAINTENANCE</u>					
To maintain Berry Farm and Mill Place					
<u>6007 - AGRICULTURAL DEVELOPMENT FUND</u>					
Support of agricultural community including projects of Extension or Ag Board. Projects approved individually by BOS before funded.					
Department Total:	\$ -	\$ 8,260	\$ 8,260	\$ 8,260	\$ 8,260
Payroll Total:	n/a	n/a	n/a	n/a	n/a
Grand Total:	\$ -	\$ 8,260	\$ 8,260	\$ 8,260	\$ 8,260

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Non-Departmental & Transfers

Description:

Certain General Fund functions that cannot logically be categorized with any of the established departments are included as Other Operational Functions, Contributions, Contingencies and Transfers.

Other Operational Functions includes funding for the Soil & Water Conservation District, in which the County is fiscal agent for payroll. Other payroll related expenditures are in this category, including: Line of Duty Premiums, Health Insurance Premiums, Unemployment Insurance, Consulting Services related to Health Insurance, and Pay & Classification funding for allocation to employees for approved annual pay changes.

The County receives annual requests for financial support from charities and non-profit organizations. These requests are grouped under the heading, "Contributions".

Contingency budgets are for use in case of emergency or if an expenditure arises during the fiscal year that was not previously budgeted. Material contingency spending is approved by the Board of Supervisors.

The General Fund provides transfers to the various other funds to supplement the other revenue collected by these funds. The Revenue Recovery Fund, Virginia Public Assistance Fund, Comprehensive Services Act Fund, School Fund, Debt Fund, and Capital Improvement Fund receive capital and operating funds from the General Fund.

Budget Summaries:

Other Operational Functions

Item	FY2017 - 2018 Expenditures	FY2019 - 2020 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$947,924	\$1,186,462	\$1,020,062	\$1,201,928	1.3%

***Decrease in Revised due to allocation of pay and classification study to departments.

Contributions

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$427,276	\$436,556	\$435,359	\$442,967	1.5%

***Increase is due to small increases in regional contributions.

Contingencies

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$8,764	\$105,000	\$105,000	\$100,000	-4.8%

Transfers

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$57,378,609	\$56,300,579	\$62,105,814	\$57,547,816	2.2%

***Change in transfers due to increases in transfers to Social Services, and School.

**92020 OTHER OPERATIONAL & 92040 CONTINGENCIES
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations
92020 - Other Operational Expenditures:							
1100 - HEADWATERS CONSERVATION DISTRICT			\$ 62,121	\$ 62,121	\$ 65,227	\$ 65,227	\$ -
Payroll portion of annual contribution							
1600 - VARIOUS BOARDS & COMMISSIONS			\$ 6,000	\$ 6,000	\$ 8,000	\$ 6,000	\$ 2,000 general cut
Semi-annual payments to board appointments including Recycling Committee, Ag Board, CPMT, CATS, Youth Commission, Ag & Forest Committee							
2220 - LINE OF DUTY			\$ 91,000	\$ 91,800	\$ 91,000	\$ 91,000	\$ -
Premium for line of duty coverage for public safety employees and F&R volunteers (VACO) FY18 reduction due to allocation to SAFER grant							
2300 - HOSPITALIZATION - DEPENDENT CARE			\$ 617,000	\$ 758,000	\$ 806,600	\$ 597,600	\$ 209,000 reserve
Premium for dependent care Portion funded out of Health Insurance escrow savings							
2301 - HEALTH SAVINGS ACCOUNT			\$ 42,500	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Monthly contribution to employees on High Deductible Plan with Health Savings Account							

372

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
<u>2500 - VACO Hybrid Plan STD/LTD</u>			\$ -	\$ -	\$ -	\$ -	\$ -
Funding for short term disability/long term disability plan required for VRS Hybrid Plan employees							
<u>2600 - UNEMPLOYMENT</u>			\$ 4,700	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Estimate of unemployment claims							
<u>2700 - WORKER'S COMPENSATION</u>			\$ -	\$ -	\$ -	\$ -	\$ -
Payments related to worker's comp claims from when County was self-funded							
<u>2800 - OTHER BENEFITS</u>			\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Administration of flex benefits plan							
<u>2801 - HOSPITALIZATION-RETIRES</u>			\$ -	\$ -	\$ -	\$ -	\$ -
Subsidy for retiree health insurance							
<u>3130 - CONSULTING SERVICES CONSORTIUM</u>			\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ -
Administration of health insurance benefits							

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommendations

5683 - HEADWATERS SOIL CONSERVATION DISTRICT

Dam management portion of annual contribution

\$	25,141	\$	25,141	\$	30,701	\$	-
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8002 - FURNITURE & FIXTURES

Amount reserved for unexpected expenditures related to County F&F

\$	3,000	\$	3,000	\$	3,000	\$	-
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9994 - CAREER DEVELOPMENT/PAY & CLASS

Attendance at Senior Executive Institute
FY18-budget in Personnel
Pay and reclassification implemented FY18

\$	-	\$	-	\$	-	\$	-
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9995 & 9997 PAY & CLASSIFICATION PLAN

Funding available for appropriated pay increases for County and Comp Board employees. Allocated to employees by evaluation scores. Allocated to departments during revised budget preparation.

3% increase 1/1/20

\$	78,000	\$	-	\$	84,900	\$	-
\$	212,000	\$	-	\$	224,500	\$	-

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 15,000	\$ 15,000	\$ 25,000	\$ 25,000	\$ -
		\$ 15,000	\$ -	\$ 15,000	\$ 15,000	\$ -

9996 AID TO THE COMMONWEALTH

General Assembly action to reimburse a portion of State Aid back to the state. N/A FY18, FY19

9998 - OPEB

Funding available for accrued sick leave payouts for employees that retire during the fiscal year. Allocated to departments during revised budget preparation.

9999 - PART TIME

Funding available for part time needs that arise during the fiscal year. Allocated to departments during revised budget preparation.

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
18-19 Revised	19-20	FY 18-19	FY 18-19	FY 19-20	FY 19-20	Request to Recommend
		\$ 105,000	\$ 115,500	\$ 105,000	\$ 100,000	\$ 5,000
92040 - Contingency:						
9999 - CONTINGENCIES						
Amount reserved for unexpected expenditures, emergencies that arise during the fiscal year						
Other Operational Department Total: \$ 1,186,462 \$ 1,020,062 \$ 1,412,928 \$ 1,201,928 \$ 211,000						
Contingency Total: \$ 105,000 \$ 115,500 \$ 105,000 \$ 100,000 \$ 5,000						
Grand Total: \$ 1,291,462 \$ 1,135,562 \$ 1,517,928 \$ 1,301,928 \$ 216,000						

CONTRIBUTIONS

92030



Providing community-based Behavioral Health, Developmental Services and Substance Abuse Services
Serving Counties of Augusta & Highland and the Cities of Staunton & Waynesboro

24 January 2019

Misty Cook
Director of Finance
County of Augusta
Finance Department
18 Government Center Lane
PO Box 590
Verona, Virginia 24482-0590

Greetings Ms. Cook; *Misty*

I apologize for being tardy providing Valley Community Services Board's request for local matching funds for FY2020 as required by §37.2-509 of the Code of Virginia. And I sincerely appreciate your patience while I made the inquiries required to confirm the accuracy of the statistics needed to make the allocations for the funding requests to be distributed among Augusta County, Highland County, the City of Staunton, and the City of Waynesboro.

During Calendar Year 2018 Valley Community Services Board provided 196,433 services to 2,499 residents of Augusta County with one or more of the services on the list attached with this letter. The number of clients and services provided is significantly more than the numbers for calendar year 2017. This is due to the change in VCSB's electronic health record system and the refining of data that is submitted monthly to the Department of Behavioral Health & Developmental Services. With that said a more complete explanation is required for which I'll schedule an appointment to meet with Mr. Fitzgerald, Ms. Whitesell, and you as soon as such a meeting can be arranged.

The exact amount of the funding to be provided by the Virginia General Assembly through the Department of Behavioral Health and Developmental Services for FY2020 will not be known until the FY2020 budget amendments are approved by the General

Assembly and Governor Northam. However, by utilizing \$6,456,818.00, the funding being provided to VCSB by DBHDS for FY2019, as the basis to calculate the minimum 10% local matching funds requirement; the total local matching funds being requested of the four localities served by VCSB for FY2020 is \$717,424.00.

When \$717,424.00 is distributed among the four localities according to the allocation methodology based on the population of each locality, the number of unduplicated residents from each locality VCSB served during CY2018, and the number of services the residents from each locality received from VCSB during CY2018; VCSB is requesting \$365,885.73 in local matching funds from Augusta County for FY2020 (*I have enclosed a separate sheet that details the calculation for all of the localities that are served by VCSB*).

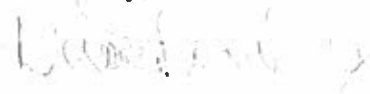
Also, because the VCSB FY2020 budget process does not begin until the first week in March 2019 I am unable to provide you with a FY2020 draft budget. However, I have included both the FY2018 and FY2019 operating budgets.

Please know the local matching funds VCSB receives from Augusta County, Staunton, and Waynesboro are dedicated to the sole purpose of providing psychiatric evaluations and medication management to unfunded VCSB clients from those localities. Highland County funds are used for providing Outpatient Services in Highland County.

I realize the FY2020 request is again a significant amount of money, but without the important funding received from Augusta County, VCSB will be significantly challenged to help clients who are Augusta County residents minimize behavioral crises and adequately perform activities of daily living, so they can successfully remain in their home community.

Please do not hesitate to contact me at your convenience regards any questions or comments you might have, and I will as soon as possible schedule the meeting I described earlier to provide a more complete explanation for the FY2020 funding request.

Sincerely,



David E. Deering
Executive Director

**Valley Community Services Board
FY 2020 Local Match Allocations
January 2019**

\$6,456,818 – FY2018 State Funds received by VCSB

\$ 717,424 – Funding required for local match to equal 10% of state & local funding

\$ 239,141 – Dollar value for each of three allocation formula components

Population

<u>Municipality</u>	<u>Population</u>	<u>%</u>	
Highland County	2,212	2%	X \$239,141 = \$ 4,782.82
Augusta County	75,144	60%	X \$239,141 = \$143,484.60
Staunton	24,528	20%	X \$239,141 = \$ 47,828.20
Waynesboro	<u>22,327</u>	<u>18%</u>	X \$239,141 = <u>\$ 43,045.38</u>
	124,211	100%	\$ 239,141.00

Clients Served

<u>Municipality</u>	<u>Clients</u>	<u>%</u>	
Highland County	36	1%	X \$239,141 = \$ 2,391.41
Augusta County	2,499	47%	X \$239,141 = \$112,396.27
Staunton	1,503	29%	X \$239,141 = \$ 69,350.89
Waynesboro	<u>1,217</u>	<u>23%</u>	X \$239,141 = <u>\$ 55,002.43</u>
	5,255	100%	\$ 239,141.00

Services Provided

<u>Municipality</u>	<u>Services</u>	<u>%</u>	
Highland County	2,201	1%	X \$239,141 = \$ 2,391.41
Augusta County	196,433	46%	X \$239,141 = \$110,004.86
Staunton	115,898	28%	X \$239,141 = \$ 66,959.48
Waynesboro	<u>106,651</u>	<u>25%</u>	X \$239,141 = <u>\$ 59,785.25</u>
	421,183	100.0%	\$239,141.00

Allocation Totals by Municipality

<u>Municipality</u>	<u>Population</u>	<u>Clients</u>	<u>Services</u>	<u>Total</u>
Highland County	\$4,782.82	\$2,391.41	\$2,391.41	\$9,565.64
Augusta County	\$143,484.60	\$112,396.27	\$110,004.86	\$365,885.73
Staunton	\$47,828.20	\$69,350.89	\$66,959.48	\$184,138.57
Waynesboro	\$43,045.38	\$55,002.43	\$59,785.25	\$157,833.06
				\$717,423.00

FY2018 & FY2019 FUNDING BY LOCALITY

<u>Locality</u>	<u>FY2018 Funding</u>	<u>FY2019 Funding</u>
Augusta County	\$184,185	\$191,555
Staunton City	\$158,030	\$162,771
Waynesboro City	\$150,208	\$150,208
Highland County	<u>\$ 10,771</u>	<u>\$ 8,572</u>
	\$503,194	\$ 513,106

VALLEY COMMUNITY SERVICES BOARD
Minimum Local Matching Funds History
FY2015 – FY2020

FY 2015

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	73,742	1,287	165,618	\$237,884	\$140,505
Highland	2,321	54	18,152	\$ 12,559	\$ 6,586
Staunton	23,690	1,863	234,598	\$204,116	\$120,559
W'boro	23,933	1,277	164,510	\$149,017	\$119,430

FY 2016

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	74,642	1,299	146,028	\$234,219	\$147,530
Highland	2,297	70	20,893	\$ 14,432	\$ 7,245
Staunton	24,647	1,955	247,723	\$215,652	\$126,627
W'boro	21,661	1,329	164,971	\$154,221	\$122,416

FY 2017

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	74,642	1,227	116,666	\$231,563	\$177,100
Highland	2,297	46	19,802	\$ 14,105	\$ 10,675
Staunton	24,647	1,846	249,512	\$228,828	\$151,952
W'boro	21,661	1,435	131,743	\$157,043	\$140,208

FY 2018

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	74,881	1,299	205,826	\$248,166	\$184,185
Highland	2,277	49	11,901	\$ 10,771	\$ 10,771
Staunton	24,542	1,969	273,672	\$235,374	\$158,030
W'boro	21,795	1,523	161,243	\$178,143	\$150,208

FY 2019

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	74,881	1,483	93,409	\$261,966	\$191,555
Highland	2,277	57	3,084	\$ 8,572	\$ 8,572
Staunton	24,542	1,838	162,294	\$225,555	\$162,771
W'boro	21,795	1,445	137,842	\$187,892	\$150,208

FY 2020

	POPULATION	# CLIENTS	# SERVICES	REQUEST	GRANT
Augusta	75,144	2,499	196,433	\$365,886	
Highland	2,212	36	2,201	\$ 9,566	
Staunton	24,528	1,503	115,898	\$184,139	
W'boro	22,327	1,217	106,651	\$157,833	



December 26, 2018

County of Augusta
Melissa W. Meyerhoeffer, Finance Director
P.O. Box 590
Verona, VA 24482-0590

Dear Ms. Meyerhoeffer:

Valley Alliance for Education (VAE), requests a \$3,000.00 investment from the County of August to provide enhanced learning opportunities for area public school students through the VAE Creative Classroom Grants program.

Established in 1990 to create stronger collaboration among Augusta County, Staunton and Waynesboro businesses and public schools, VAE strives to "imagine, innovate, inspire and invest" to strengthen our community. The organization provides grants for educators, and creates opportunities for business leaders and educators to work together in preparing students for the workplace. One highly successful result of this latter effort is the high school mentorship program, originally launched by VAE. I invite you to view our website at www.vaeva.org for an overview of the alliance's work.

Funding from Augusta County would be earmarked for VAE's Creative Classroom Grants program, which benefits hundreds of students each year and rewards innovative teachers with materials to make their classrooms even more engaging places for students. Grants of up to \$1,500.00 are available for teaching/enrichment projects in language arts, math, sciences, fine arts, and technology. VAE committees conduct a "blind" review, judging grant applications solely on their merits, without knowledge of the teacher, school, or division the request represents.

In 2018, VAE was able to fund 26 of the requests for a total of \$33,956.69. Since the program began more than two decades ago, VAE has invested more than half a million dollars into classroom grants. Many of our grants are used across multiple grades and classrooms resulting in over ~3,700 students benefiting from the grants in academic year 2018-19. Materials from many projects are used year after year, further expanding the reach of this investment in the lives of students.

Our goal is to close the gap between the number of classroom grants that clear our extensive vetting process, and those that current resources allow us to fund. Your



funding would provide grants to enhance student learning, and would NOT be directed toward administrative costs. If the County does not grant this request, we will fund fewer grants for the 2019-2020 academic year.

I have attached the following

- A summary of 2018-19 grants awarded with students served.
- VAE budget

VAE received grants from other jurisdictions in 2018-19 and we hope that Augusta Co can continue to support this worthwhile program.

VAE employs one part-time administrative assistant however; we do not have a formal employment application to share having only requested a cover letter and resume. If you desire further information on the hiring process, please let me know and I'll provide the ad, interview and selection process.

Thank you for your consideration of this funding request from Valley Alliance for Education. I am happy to provide additional information or answer questions. Please contact me at 540-476-0338 or at jeff@cadenceinc.com.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jeff Crist".

Jeff Crist
Business Education Committee
Valley Alliance for Education

VALLEY ALLIANCE FOR EDUCATION
BUDGET FOR FY 2018-2019

	2017-2018 Annual Budget	Increase (Decrease)	2018-2019 Annual Budget
RECEIPTS from Support			
Corporate Contributions	25,000		25,000
Individual contributions	10,000	(2,000)	8,000
Special events			-
CF Dawbarn Grant	7,500	500	8,000
Funds released from restricted	-		-
Receipts from additional fundraising	-		-
TOTAL RECEIPTS FROM SUPPORT	42,500	(1,500)	41,000
RECEIPTS from other sources			
Interest income			-
Other income	-		-
Unspent Grant Funds	-		-
TOTAL RECEIPTS FROM OTHER SOURC			
TOTAL RECEIPTS	42,500	(1,500)	41,000
DISBURSEMENTS for Operations			
Payroll	5,700		5,700
Training			
TOTAL STAFFING	5,700		5,700
Office exp (phone, postage, supplies)	800		800
Printing and marketing	2,000		2,000
Fundraising	-		-
Pay Pal fees	-		-
TOTAL OTHER OPERATING	2,800		2,800
Web Site/ Communications	1,700	600	2,300
BEEC	-		-
Creative Classroom Grants	27,930	(2,100)	25,830
Teacher Awards	3,170	-	3,170
Annual Dinner	1,200		1,200
CF Endowment			
TOTAL PROGRAM RELATED	34,000	(1,500)	32,500
TOTAL DISBURSEMENTS	42,500	(1,500)	41,000

Rec'd 1/2/19

92030-5665



325 Pine Avenue, P.O. Box 817, Waynesboro, VA 22980 • 540.949.7141 • www.vpas.info

January 2, 2019

Misty Cook, Director of Finance
Augusta County
P.O. Box 590
Verona, VA 24482-0590

Dear Ms. Cook,

Valley Program for Aging Services (VPAS) is truly grateful for Augusta County's continuing support of the services VPAS provides for the County's older residents. To continue serving those neighbors, VPAS requests an investment of \$40,000 in 2019-20.

	\$ Approved FY 18-19	\$ Requested FY 19-20	Change
Augusta County Services	\$31,250	\$40,000	\$8,750

Included with this request is our 2017-18 Impact Report for the Staunton, Augusta, Waynesboro, and Highland Region, along with the documents you requested. The Impact Report demonstrates the broad range of services provided to Augusta County residents. The independent audit attached is for our FY16-17. Our FY 17-18 audit will be presented to the VPAS Board of Directors at their January 22, 2019 meeting. It will be available after that date, upon your request.

During our 2018-19 fiscal year, we plan to continue to provide excellent in-home and community-based services that help our most vulnerable older neighbors live safely, with dignity and choice. We are also actively expanding our programs to better respond to the unique needs and preferences of the rapidly growing number of residents approaching the challenges and opportunities of aging and retirement.

The University of Virginia's Weldon Cooper Center predicts that as soon as next year, Augusta County will have 22,968 residents age 60 and older – 30.3% of Augusta County's total population. Our whole community - governments, businesses, human service organizations, faith communities, emergency services, civic groups and others - must work together to meet their needs. We invite Augusta County to join us in planning for the future.

We would be pleased to meet with you, your staff, or your governing body to answer questions about our request for financial support.

Respectfully submitted,

Janice Gentry, Director of Senior Services
Staunton, Augusta, Waynesboro, Highland Region

Jeri Schaff, Executive Director
Valley Program for Aging Services

Valley Program for Aging Services

Serving older adults and their families in the counties of Augusta, Bath, Highland, Rockbridge, and Rockingham, and the cities of Buena Vista, Harrisonburg, Lexington, Staunton, and Waynesboro

Supported by federal, state, and local governments, United Ways, and the generosity of our neighbors
FEIN 54-0958526



386

**VPAS FY 2018-2019 BUDGET
FOR STAUNTON, AUGUSTA,
WAYNESBORO, AND HIGHLAND**

Approved October 4, 2018

Case Management	127,770
Staunton Senior Center	144,591
Waynesboro Senior Center	132,562
Second Wind	5,501
Congregate Meals-purchased meals	34,997
HDM-purchased meals	205,473
Personal Care	22,406
Personal Care-E	95,850
Additional VICAP Staff	54,904
Senior Transportation	75,310
Personal Emergency Response Ser.	5,060
Indirect Costs	90,442
Total Expenditures	994,866

Valley Program for Aging Services (VPAS)

List of jurisdictions served, FY 17-18 persons served, and respective FY 18-19 contributions

Jurisdiction	FY 18-19		FY 18-19		FY 18-19		FY 17-18		Per Person Served	
	Contribution	In-Kind	Total	60+ population	Population \$ Contrib FY18-19	Persons Served	% 60+ served	Per Person Served \$ Contrib FY18-19		
Augusta	31,250		31,250	16,879	1.85	836	5	37.38		
Bath	66,155		66,155	1,252	52.84	170	14	389.15		
Buena Vista	43,912	33,000	76,912	1,300	59.16	295	23	260.72		
Harrisonburg	26,190		26,190							
CDBG	18,000		18,000							
Total Harrisonburg	44,190		44,190	5,414	8.16	458	8	96.48		
Highland	37,500	2,340	39,840	824	48.35	199	24	200.20		
Lexington	27,000		27,000	1,386	19.48	126	9	214.29		
Rockbridge	40,000		40,000	6,245	6.41	510	8	78.43		
Rockingham	75,000		75,000	16,473	4.55	1,001	6	74.93		
Staunton	26,000		26,000	6,220	4.18	635	10	40.94		
Waynesboro	31,250	35,859	67,109	4,800	13.98	438	9	153.22		
Total All Jurisdictions	466,447	71,199	537,646	60,793	8.84	4,668	8	115.18		

388

VPAS FY 2018-2019 BUDGET
 Approved October 30, 2018

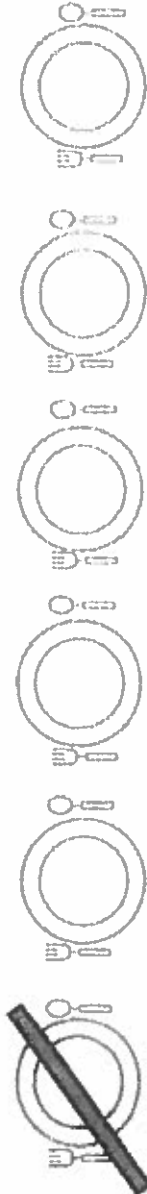
	17-18 Budget	18-19 Budget
Revenues		
Federal Title III	1,289,167	1,348,784
State Funds-DARS	728,269	714,697
Jurisdictional Funds	404,257	404,257
VICAP/MIPPA/Duals	28,335	26,536
CDSME Carryover	42,675	43,000
Client Voluntary Contributions & Sliding Scale Fees	58,197	55,068
Fee for Service & Sponsorship Income	23,254	
United Ways	41,190	38,122
Grants	125,550	168,217
Development	136,307	159,166
Miscellaneous Income		
TOTAL	2,877,201	2,957,847
 Expenditures	 <u>2,871,362</u>	 <u>2,950,838</u>
NET	5,839	7,009

Expenditures	17-18 Budget	18-19 Budget
Adult Day Care	10,317	0
Caregivers Community Network	18,944	42,087
Communication, Referral, Information, Assistance: Case Mgmt.	140,262	153,066
Health Promotion/Disease Prevention	75,544	88,562
Legal Assistance	15,500	15,500
Ombudsman	34,164	40,184
Options Counseling	9,100	10,600
Personal Care	262,686	234,791
Personal Emergency Response System	13,226	12,585
Senior Centers/Second Wind: Cong. Meals, MOW, Soc/Rec	1,330,751	1,280,973
Senior Transportation & TED	105,127	107,104
Registered Dietitian	13,000	3,000
VICAP Counseling	122,175	225,239
VICAP Administration	21,842	21,466
Direct Service Expenditures	2,172,638	2,235,157
Indirect Assessment	217,264	223,516
Total Direct Service Costs	2,389,902	2,458,673
Executive Office	208,853	208,567
Regional Directors	173,786	160,921
Development & Marketing	61,474	69,393
Management Expenditures	444,113	438,881
Indirect Assessment	44,411	43,888
Total Management Costs	488,524	482,769
TOTAL EXPENDITURES BEFORE FISCAL	2,878,426	2,941,442
Fiscal Office Expenditures	270,231	269,179
Fiscal Office Revenue from Indirect Assessment	261,675	248,604
Fiscal Office Revenue from Indirect Assessment - MRHC	15,620	11,179
Net Fiscal Costs	(7,064)	9,396
BUDGETED EXPENDITURES	2,871,362	2,950,838

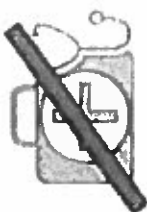
The Greatest Needs



 By 2030, nearly 1 in 3 local residents will be 60 or over.



1 in 6 face the threat of hunger and need access to nutrition.



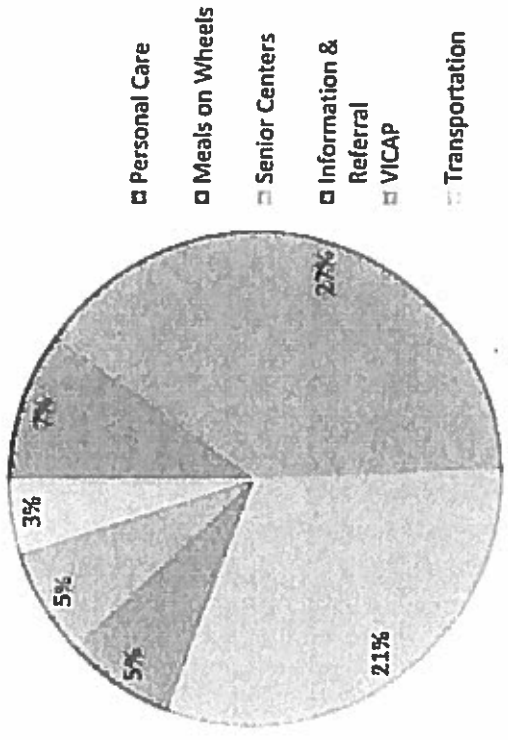
Hundreds of older adults are on the waiting list for VPAS senior transportation. Many are missing medical appointments and can't get to other critical destinations.

Meeting The Needs Together

With your help, we're working to meet these and many other needs. Local governments, grants and our generous community provided \$1,032,965 of our annual expenses of \$3,309,964. Federal and state governments fund the remaining 69% of VPAS services.

Most recent audit and Federal Form 990 available upon request.

VPAS Expenses by Program



Rec'd 12/17/18
92030-5673



December 11, 2018

Ms. Misty Cook
Augusta County Director of Finance
PO Box 590
Verona, VA 24482-0590

Dear Ms. Cook:

The College is pleased to report that 1534 students from Augusta County enrolled for credit instruction during 2017-18; and 749 citizens were served through our non-credit public service offerings.

Enclosed is Blue Ridge Community College's request for 2019-20. This request includes revenue from the six local governments in our service area totaling \$426,000. Your share of this amount is \$137, 585 for site work around campus buildings and \$5,000 for local board support, scholarships and professional development.

The total of these two requests is \$142,585. Please let me know if you desire any additional information.

Sincerely,

A handwritten signature in black ink that reads "John A. Downey". The signature is fluid and cursive, with a large initial "J" and "D".

John A. Downey
President

P.O. Box 80, One College Lane, Weyers Cave, VA 24486
www.brcc.edu
Phone (540) 234-9261 • Fax (540) 234-8189

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Blue Ridge Community College
Enrollment Data by Locality

2017-18		NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY from UDT report	Percent of Total	
Augusta	749	33%	1,534	32%	
Harrisonburg	526	23%	1,014	21%	
Highland	8	0%	21	0%	
Rockingham	573	26%	1,337	28%	
Staunton	272	12%	551	11%	
Waynesboro	113	5%	340	7%	
TOTALS	2,241	100%	4,797	100%	

2016-17		NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY	Percent of Total	
Augusta	746	36%	1,457	31%	
Harrisonburg	332	16%	941	20%	
Highland	12	1%	21	0%	
Rockingham	589	28%	1,415	30%	
Staunton	251	12%	505	11%	
Waynesboro	138	7%	329	7%	
TOTALS	2,068	100%	4,668	100%	

2015-16		NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY	Percent of Total	
Augusta	641	36%	1,539	32%	
Harrisonburg	247	14%	1,002	21%	
Highland	4	0%	20	0%	
Rockingham	527	30%	1,413	29%	
Staunton	230	13%	533	11%	
Waynesboro	127	7%	354	7%	
TOTALS	1,776	100%	4,861	100%	

2014-15		NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY	Percent of Total	
Augusta	1,250	40%	1,653	33%	
Harrisonburg	417	13%	931	19%	
Highland	10	0%	17	0%	
Rockingham	1,003	32%	1,478	30%	
Staunton	259	8%	517	10%	
Waynesboro	174	6%	384	8%	
TOTALS	3,113	100%	4,980	100%	

AY = Academic Year = summer, fall, spring semesters

Unduplicated credit totals from UDT report
Unduplicated noncredit totals from PS (AY1617noncredit)

Blue Ridge Community College
Local Government Contributions Fund
Results for July 1, 2018 thru October 31, 2018

	2017-18		2018-19		Difference
	Actual	Budget	Actual	Budget	
Beginning Balance	\$ 17,966	\$ 24,614	\$ 24,614	\$ 24,614	\$ -
Add Revenue:					
Augusta County	5,000	5,000	5,000	5,000	0
Rockingham County	5,000	5,000	5,000	5,000	0
Highland County	1,000	1,000	500	500	(500)
Harrisonburg	5,000	5,000	5,000	5,000	0
Staunton	5,000	5,000	5,000	5,000	0
Waynesboro	5,000	5,000	5,000	5,000	0
Total Revenue	<u>26,000</u>	<u>26,000</u>	<u>25,500</u>	<u>25,500</u>	<u>(500)</u>
Total Revenue and Beginning Balance	\$ 43,966	\$ 50,614	\$ 50,114	\$ 50,114	\$ (500)
Less Expenditures:					
President's Office	\$ 718	\$ 1,000	\$ 7	\$ 7	\$ (993)
Board Supplies/Expenses	609	1,000	6	6	(994)
Scholarships	5,000	5,000	5,000	5,000	0
Mktg/Econ Dev. Activity	6,512	9,000	4,119	4,119	(4,881)
Faculty/Staff Functions	6,513	10,000	2,280	2,280	(7,720)
Total Expenditures	\$ 19,352	\$ 26,000	\$ 11,412	\$ 11,412	\$ (14,588)
Ending Balance	\$ 24,614	\$ 24,614	\$ 38,702	\$ 38,702	\$ (14,088)

11/30/2018

**Blue Ridge Community College
Next Ten-Year Capital Site Plan**

S	4,000,000 10	Total Capital Expenditures	2014-15 Estimate	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Next Ten-Year Total	Avg Annual Unduplicated Headcount 2009-13	Percentage
Beginning Balance			\$1,629,270	58,637	(571,363)	(5526,363)	(5541,363)	(56,363)	5553,637	5793,637	5658,637	5853,637	5773,637	\$1,510,000		
Add Revenue:				137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	1,375,848	1877	34.4%
Local Government Support			84,427	0	0	0	0	0	0	0	0	0	0	0	0	0
Augusta County			(16,667)	0	0	0	0	0	0	0	0	0	0	0	0	0
City Of Harrisonburg			41,484	62,672	62,672	62,672	62,672	62,672	62,672	62,672	62,672	62,672	62,672	626,718	855	15.7%
Highland County			1,916	1,686	1,686	1,686	1,686	1,686	1,686	1,686	1,686	1,686	1,686	16,859	23	0.4%
Rockingham County			72,301	126,663	126,663	126,663	126,663	126,663	126,663	126,663	126,663	126,663	126,663	1,266,630	1728	31.7%
Rockingham County			(16,667)	0	0	0	0	0	0	0	0	0	0	0	0	0
City Of Staunton			27,170	41,048	41,048	41,048	41,048	41,048	41,048	41,048	41,048	41,048	41,048	410,482	560	10.3%
City Of Waynesboro			25,403	30,346	30,346	30,346	30,346	30,346	30,346	30,346	30,346	30,346	30,346	303,463	414	7.6%
Total Local Government Support			219,367	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	-400,000	4,000,000		
Transfer From - Bookstore Revenues - Parking Fund			140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	140,000	1,400,000		
Total Revenue and Beginning Balance			2,228,637	848,637	-63,637	-478,637	-478,637	1,043,637	1,633,637	1,903,637	1,798,637	2,023,637	1,973,637	12,040,000		
Less Expenditures:				450,000	415,000	455,000	455,000	460,000	460,000	465,000	465,000	470,000	470,000	1,500,000		
Classroom & Stu Svcs Admin Building			14,700,000											1,315,000		
Biosciences Building			17,500,000											4,840,000		
Parking Building			5,400,000											1,000,000		
Houff Center Renovation			6,500,000											2,020,000 - a)		
Business Programs Building			21,250,000 - a)											1,250,000		
Construct Surface Parking Lot			4,700,000 - a)											300,000 - a)		
Automotive Tech Program Building			6,600,000											0		
Renovate Facilities Infrastructure			Other Large Capital Projects											800,000		
Miscellaneous Projects			330,000											30,000		
Total Expenditures			\$52,280,000	930,000	1,375,000	1,005,000	30,000	30,000	840,000	1,245,000	945,000	1,250,000	1,300,000	12,085,000		
Ending Balance			58,637	(571,363)	(526,363)	(541,363)	(56,363)	553,637	5793,637	5658,637	5853,637	5773,637	5673,637	58,734		

(a - Not yet funded by the State and not included in totals)

8/20/2014

395

rec'd 1/10/19
92030-5703



January 10, 2019

Mr. Timothy Fitzgerald
Augusta County Administrator
P.O. Box 590
Verona, VA 24482

RE: FY20 Budget Request

Dear Mr. Fitzgerald:

Thank you for providing me with an opportunity to request funding for several activities and services that CSPDC is providing for FY20. Attached you will find a matrix that outlines and describes the annual member assessment and several programmatic areas of funding for your consideration. I will be happy to provide a more detailed description about each of the programs and budgetary requests.

For over 45 years, the CSPDC has been providing planning assistance and technical services to our localities in the areas of land use and comprehensive planning, transportation, water and wastewater utilities, economic development, water resource management, community development, affordable housing, disaster mitigation and education and more. The CSPDC is committed to working with your locality to promote regional strategies, partnerships and cost saving and effective solutions in the coming year.

I am proud to report that even through these very challenging economic times, the CSPDC has been successful in identifying new funding opportunities for our local governments and bringing in new investments to the Region. For the past decade, the CSPDC has been instrumental in bringing in more than \$66 million dollars in state and federal funds for the Region. This calculates on average to \$36 for every \$1 that the CSPDC receives in local membership dues.

Thank you for the excellent working relationship and strong partnership that Augusta County and the CSPDC have enjoyed in the past. I look forward to working with you and your staff in the coming year.

Sincerely,

Bonnie S. Riedesel

Bonnie S. Riedesel
Executive Director

Enclosures

cc: Misty Cook, Director of Finance

112 MacTanly Place Staunton, VA 24401
Phone: (540)885-5174 Fax: (540)885-2687 www.cspdc.org

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FY20 Budget Request
Central Shenandoah Planning District Commission
Augusta County

#	Item	Request	Brief Description
1	Annual Assessment	\$42,013	The annual assessment, based on 70 cents per capita, ensures that the CSPDC can meet its match requirements for current and future Federal and state grants and ensures that the CSPDC has the staff resources to meet the planning needs of our 21 local governments. Additionally, the annual assessment provides for multiple planning services, including: 1) economic development planning; 2) regional data center; 3) coordination with EDA, DHCD, VDH, RD, DEQ, etc. for utility and infrastructure projects; 4) rural transportation planning; 5) rideshare services; 6) community development and facilities planning; 7) GIS and mapping services; 8) state and national data services; 9) identification of grant opportunities and grant writing services; 10) general planning services and technical assistance; 11) meeting facilitation and meeting/workshop space; and 12) program development with state and federal partners, etc.
2	Staunton-Augusta-Waynesboro CERT	\$5,500	Funds will be used to continue the CERT program in Staunton, Augusta and Waynesboro. CERT is a 9-week course that teaches the general public skills such emergency preparedness, first aid, and fire safety to help relieve the burden of first responders who may be overwhelmed during a disaster. In addition to providing the basic CERT training course, funds will be used to provide advanced training and volunteer management to over 100 active CERT volunteers. To date, over 500 citizens have been trained through this program in our region and CERT volunteers are used for a variety of emergency response activities. The three localities will cost share equally to continue the CERT program in the sub-region.
3	Regional Agritourism Program – Fields of Gold	\$3,000	These funds will be used for the region's award-winning Fields of Gold agritourism program including marketing, promotion, and business support to farmers, small businesses, and entrepreneurs. Funds will be used to match a number of grants including USDA Farmers Market Promotion Program, Rural Development Business Assistance, Virginia Tourism Marketing Leverage, and VDACS' AFID program. These grants and the match provide funds for our Fields of Gold agritourism coordinator to carry out the activities and recommendations in the Fields of Gold strategic plan. To date, over 200 farms and agritourism businesses are part of the Fields of Gold program spanning 8 counties and 5 cities.
4	Staunton-Augusta-Waynesboro MPO	\$7,886	This is the local match for the Staunton-Augusta-Waynesboro MPO. This figure is subject to increasing or decreasing depending on final appropriations from VDOT and DRPT.
5	BRITE Public Transit	\$41,000	The CSPDC is the direct recipient of federal and state transit funds and responsible for administering the grant programs and managing the transit system in the Staunton-Augusta-Waynesboro area, known as BRITE. CSPDC is under contract with Virginia Regional Transit to operate the transit system in the urban and rural area.
	TOTAL	\$99,399	This request will allow us to provide the programs and services as described above in the most cost-effective and cost-efficient way and to leverage other state and federal funding to bring in new investments to your locality and the Region.

**Community Center Contributions
92030-5711**

1	Craigsville Ruritan Club		\$	-
2	Crimora Ruritan Club		\$	1,250
3	Deerfield Ruritan Club		\$	1,250
4	Middlebrook Ruritan Club	c/o Middlebrook Fire Co.	\$	1,250
5	New Hope Ruritan Club		\$	1,250
6	Sangersville Towers Ruritan Club		\$	1,250
7	Sherando Lyndhurst Ruritan Club		\$	1,250
8	Spottswood Raphine Ruritan Club		\$	1,250
9	Weyers Cave Ruritan Club		\$	1,250
	Total Community Center Contributions		\$	<u>10,000</u>

456 398

Larry Wagoner

From: Misty Cook
Sent: Wednesday, March 06, 2019 4:54 PM
To: Larry Wagoner
Subject: Craigsville Meals Tax

Hey Larry,

Working on the budget and I need Craigsville Meals tax collection for 2018. Can you calculate for me?

Thanks,

Misty D. Cook

Finance Director
County of Augusta
(540) 245-5741

*Tax
\$23,058⁵¹*

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BOARD OF SUPERVISORS

ARFID HODGINS-SON
North Side
KIM D. PILES JR.
Reserve
LARRY TAYLOR-SORRELLS
Business

ERIN M. SCOTT
Deputy Mayor

GERALD A. BARRER
North Side
VINCE W. COLEMAN
East
DAVID R. BEVELER
South Side



PATRICK J. CORFIELD - COUNTY ADMINISTRATOR

AUGUSTA COUNTY GOVERNMENT CENTER
P.O. BOX 590 VERONA, VA 24482-0590
800 245-5600 FAX 840 245-5601
pcc@augusta.ga.us

18-088

MEMORANDUM

TO: Tracy O. Pyles, Jr. Supervisor
FROM: Patrick J. Corfield, County Administrator
DATE: April 8, 2008
SUBJECT: Craigsville Details

RE

As you are aware, the Board of Supervisors has voted to eliminate the \$25 Decals on all vehicles and motorcycles. The Board of Supervisors has also increased the Tangible Personal Property Tax on vehicles and motorcycles from \$1.90 per \$100 (tax value) to \$2.25 per \$100 (tax value). The Personal Property Tax increase would impact the Town residents of Craigsville. A copy of the Board ordinance is attached.

From discussions with the County's Finance Director, Treasurer and Commissioner of Revenue, the following scenario is proposed:

1. Take Craigsville audited total for their Decals (FY07-08/current year) and prorate the \$17.50 Decal fee revenues to equalize with County's \$25 Decal (audited FY07-08 amount) ~~288%~~ Equalized Amount). This number would represent the amount to be transferred to Craigsville for FY08-09.
2. For future fiscal years, take the "Audited" County Tangible Property Taxes and calculate the percentage increase from prior year to apply to the Craigsville budgeted amount.

PJC/ra

cc: Jennifer M. Whetzel, Director of Finance
W. Jean Shrawsbury, Commissioner of Revenue
Richard T. Homes, Treasurer

**Town of Craigsville
Personal Property (Decal) Reimbursement**

Percentage Increase (Decrease) over prior year Tangible Property Taxes*

	Augusta County	
	Audited	
Fiscal Year	PP Taxes	
2018	11,733,569	Schedule 1, County of Augusta Audit
2017	<u>11,065,955</u>	Schedule 1, County of Augusta Audit
	667,614	Total Increase (Decrease)
	6.03%	% Increase (Decrease)

FY19 Reimbursement Calculation

32,606	FY18
<u>6.03%</u>	% Increase (Decrease) of County FY17 PP Taxes
<u>34,573.13</u>	Total FY18 reimbursement amount

FY19 Increase (Decrease) over prior year audit PP Taxes

32,606	FY18 Reimb to Craigsville
<u>6.03%</u>	% Increase (Decrease)
<u>1,967.13</u>	FY19 increase (decrease) for PP taxes

FY19 Total Reimbursement

32,606	FY18 Reimb to Craigsville
<u>1,967</u>	FY19 PP increase (decrease)
<u><u>34,573</u></u>	FY19 Total Reimbursement
<u><u>34,573</u></u>	FY19 Revised Budget, FY20 Request

Town of Craigsville Contact Info:
Phone (540) 997-5935

County of Augusta, Virginia
Verona Food Bank Rent Contribution
FY 2020 Budget

Fiscal Year	Square Footage	Rate	Total
2010	8,119	\$ 2.50	\$ 20,300
2011	8,119	\$ 2.50	\$ 20,300
2012	15,816	\$ 2.50	\$ 39,540
2013	15,816	\$ 2.50	\$ 39,540
2014	15,816	\$ 2.50	\$ 39,540
2015	15,816	\$ 2.50	\$ 39,540
2016	15,816	\$ 2.50	\$ 39,540
2017	15,816	\$ 2.50	\$ 39,540
2018	15,816	\$ 2.50	\$ 39,540
2019	15,816	\$ 2.50	\$ 39,540
Budget			
2020	15,816	\$ 2.50	\$ 39,540

Valley Associates for Independent Living, Inc.



3210 Peoples Drive Suite 220 • Harrisonburg, VA 22801
 Voice (540) 433-6513 • FAX (540) 433-6313 • www.govail.org

January 8, 2019

Misty Cook
 Director of Finance
 County of Augusta
 18 Government Center Lane
 PO Box 590
 Verona, VA 24482-0590

Dear Ms. Cook:

Valley Associates for Independent Living is respectfully requesting \$2,000.00 from Augusta County to provide needed services. Valley Associates for Independent Living (VAIL) has been providing services to individuals with disabilities in Augusta County since 1990. VAIL is a non-profit center for independent living (CIL) as defined by the Rehabilitation Act of 1973. The mission of VAIL is to promote self-direction among people with disabilities and remove barriers to independence in the community. Centers for independent living provide advocacy, independent living skills training, information & referral, and peer mentoring services among many other needed services to individuals with disabilities in Planning District 6.

VAIL has partnered with Valley Program for Aging Services (VPAS) for the past 7 years to begin a new service called Options Counseling. This is a service to both individuals age 60 and older and individuals who have a disability to learn of their options for planning for long term care. VAIL continues to work with VPAS in the Aging and Disability Resources Center (ADRC) model to better serve the needs of individuals who have a disability and individuals over 60.

Last fiscal year, VAIL served 98 individuals in Augusta County; this represents a consistent consumer base with the previous fiscal year. We assisted these individuals with enrolling in community-based services to assist them in remaining in their homes instead of moving to costly institutions and in transitioning out of nursing facilities back to their homes. In addition to these 98 individuals, VAIL also provides a significant amount of information & referral to individuals with disabilities, assistance with securing home modifications, grants and tax credits for these modifications; we assist families through the Individual Education Plan process for children with disabilities, and provide technical assistance to businesses and organizations as they work to be compliant with the Americans with Disabilities Act. As we work to provide

Jurisdiction	Requested Amount of Funding for 2019-2020	Served 2017-2018	Served 2016-2017
Augusta	\$ 2,000.00	98	98
Bath	\$ 2,000.00	27	25
Buena Vista	\$ 2,000.00	6	9
Harrisonburg	\$ 2,000.00	117	138
Highland	\$ 2,000.00	4	13
Lexington	\$ 2,000.00	11	12
Rockbridge	\$ 2,000.00	18	20
Rockingham	\$ 2,000.00	162	169
Staunton	\$ 2,000.00	58	60
Waynesboro	\$ 2,000.00	62	47
		558	591

Valley Associates for Independent Living, Inc.

	FY 2018-19	FY 2018-2019	Proposed 2019-2020
REVENUE	Approved 5/2018	Revised and approved 9. 2018	
VPAS	\$ 10,000.00	\$ 9,000.00	9000
CSB-IL	\$ 70,000.00	\$ 70,000.00	70000
Federal Grant - Part C	\$ 89,497.00	\$ 100,322.00	100322
DRS-CIL State Grant	\$ 187,000.00	\$ 184,061.00	184061
Part B Federal	\$ 23,500.00	\$ 25,642.00	25642
DARS OC funding	\$ -	\$ -	0
FIS Medicaid Waiver	\$ 65,000.00	\$ 88,000.00	88000
PAS Medicaid Waiver	\$ 120,000.00	\$ 133,000.00	133000
HUD Grant	\$ 62,318.02	\$ 62,318.02	62318.02
Fundraising / Donations	\$ 65,000.00	\$ 60,000.00	60000
DRS-IL	\$ 7,000.00	\$ 15,000.00	15000
DRS-Work World	\$ 5,000.00	\$ 1,500.00	1500
Ticket-To-Work	\$ -	\$ -	0
VHDA	\$ 2,500.00	\$ 2,500.00	2500
Interest Earned	\$ 1,350.00	\$ 1,350.00	1350
Staff Training Income	\$ 200.00	\$ 200.00	200
School contracts / FAPT / private pay	\$ 3,000.00	\$ 3,000.00	3000
local funding	\$ 4,000.00	\$ 4,000.00	4000
miscellaneous income		\$ 1,025.00	1025
TOTAL REVENUE	\$ 715,365.02	\$ 760,918.02	760918
EXPENSES			
Accountant	\$ 12,000.00	\$ 12,000.00	12000
Advertisement	\$ 1,000.00	\$ 1,000.00	1000
Office Equipment	\$ 2,100.00	\$ 2,100.00	2100
Business Meals	\$ 1,000.00	\$ 1,000.00	1000
Consumer Activities	\$ 1,200.00	\$ 1,200.00	1200
Staff training / Conferences *	\$ 3,000.00	\$ 3,000.00	3000
Consultant fees: tch and int.	\$ 4,200.00	\$ 4,000.00	4000
Payroll Taxes	\$ 35,000.00	\$ 35,000.00	35000
Health Insurance	\$ 60,000.00	\$ 60,000.00	60000
Bundled Insurance	\$ 13,000.00	\$ 13,000.00	13000
Mag / Newspaper Sub.	\$ 110.00	\$ 110.00	110
Leased Vehicle expenses	\$ 20,000.00	\$ 20,000.00	20000
Mileage	\$ 4,000.00	\$ 4,000.00	4000
Business Expense	\$ 10,000.00	\$ 10,000.00	10000
Phone/internet	\$ 12,500.00	\$ 12,500.00	12500
Postage	\$ 1,500.00	\$ 1,500.00	1500
Membership Dues	\$ 3,500.00	\$ 3,500.00	3500

Rec'd 11/9/19
09030-5750

**Lions of Virginia District 24-C
Sight and Hearing Mobile Screening Unit
S.A.H.M.S.U.**

P O Box 159
Stephens City, VA. 22655

December 31, 2018

Ms. Misty Cook
Director of Finance
County of Augusta
County Government Center
P.O. Box 590
Verona, VA 24482-0590

Dear Ms. Cook:

Enclosed, please find the documentation needed for our request of personal property tax relief from Augusta County

As you will note, our income fell below the threshold for our filing a 990 IRS Form.

For the record, we have no paid employees. All assistance we receive is through volunteers and income is received from Lions Clubs.

If any further information is needed, please contact the writer at the address above, or by telephone, 540-869-3784 after 6 p.m.

Sincerely,



James W. Golladay Jr.
Treasurer

Enc: Screening list through 2018
Club contributions through June 2018 (Fiscal year close)
201-2019 Budget

SAHMSU Budget 2018-2019			2018-2019
Income	Lions Clubs		11500
	Transfer		
	Pins Sales		
	Interest Income		150
	Shirt Sales		
	Tax Refund		
TOTAL INCOME			11650
Expenses	Equipment Recalibrate		300
	Advertising		0
	Camera Film		0
	Club Contribution Patches		100
	Electricity		400
	Fuel		800
	Insurance		2600
	License		167
	Literature		0
	Miscellaneous		100
	Other Taxes and Licenses-Decals		0
	Pins		0
	Printing (Forms)		400
	Postage		75
	Professional Services		50
	Propane - Screening Unit	200	
	Building	1850	2050
	Property Maintenance		250
	Repair-Camera	250	
	Autos and Trucks	1200	
	Screening Unit	2000	3450
	Equipment		400
	Shirts (Net)		0
	State Corporation Fees		50
	Supplies - Office		50
	Screening Unit		
	Taxes-County of Augusta (Net)		50
	Water and Sewer		325
	Unallocated Funds		33
Total Expenses			11650

Rick Homes

From: Misty Cook
Sent: Friday, January 04, 2019 2:47 PM
To: Rick Homes
Subject: Tax exempt organizations
Attachments: img-223132443-0001.pdf

Hey Rick,

The below organizations have received BOS approval in previous years for a contribution to reimburse their taxes paid. Can you confirm the taxes paid for 2018 to be considered as part of the FY20 budget process. I have referenced the amounts from 2017.

- Lions (Search for this: Sight and hearing mobile screening unit) \$699.20 05745
- Oak Grove Theatre(36-27E)- \$2,566.68 275744
- Mary Baldwin College(66F(11)2 and 66-71K*) \$3679.42 4152907
- Greenville Athletic Club(82A (9) 6A and 82A1(1) 32 and 82A1(1)34)- 23.78, 926.84 and 67.86 7593 150307 7371
- Virginia Regional Transit Real Estate and Personal Property
RE2017 = \$19,117.38 0
P2017= \$8833.85 5, 7-2-03

Thanks,

Misty D. Cook
Finance Director
County of Augusta
(540) 245-5741

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SAHMSU Club Contributions

DATE _____

	A	S	T	U	V	W	X	Y	Z	AA
83	Region III, Zone I									
84										
85	Augusta	1090	500		1010	1372	450	575	574.77	400
86	Churchville									
87	Craigsville									
88	Dayton-Bridgewater	200	450							
89	Monterey	370	478	300	200	440	200	320	160	180
90	Staunton	210		200		200		200	100	100
91	Staunton Leo									
92	Stuarts Draft									
93	Waynesboro	350	390	370	370	370	410	440	500	400
94	Woodrow Wilson Lioness	230	220	230	210		170			
95										
96	Zone Total	2450	2038	1100	1792	2382	1230	1535	1334.77	1080
97										
98										
99	Region III, Zone II									
100										
101	Bath County	150		150	150	150		300		
102	Bath Highlands Lioness									
103	Buena Vista		250	250	250	250	150	150		300
104	Clifton Forge			100						
105	Lexington	300	300	300	300	300	300	300	300	
106	Lexington Lioness									
107										
108	Zone Total	450	550	800	700	700	450	750	300	300
109										
110										
111	Region Totals	2900	2588	1900	2490	3082	1680	2285	1674.77	1380
112										
113										
114	RECEIVED FROM LIONS CLUBS	14525	13958	12976	13812	14969	12194	13067	11632.77	11885
115										
116	Contributions from Others (Not in Lions Club Totals)									
117	Compass from Clarke County Lions							1100		
118	Brookville Timberlake Lions Club Rental of Unit			300	300	300				
119	Marsden Champain in memory of Jack Turley							50		
120	PLEASE NOTE THAT THIS REPORT IS FOR THE TIME PERIOD 2005 TO PRESENT. YOU SHOULD HAVE IN YOUR FILES THE									
121	PREVIOUS YEARS WHEN THE UNIT WAS APPROVED BY THE LIONS OF VIRGINIA DISTRICT 24-2 IN 1998-1999. IF YOU ARE									
122	IN NEED OF THESE FIGURES, PLEASE CONTACT THE TREASURER. OUR FISCAL YEAR RUNS FROM JULY 1 TO JUNE 30.									
123	THESE FIGURES FOLLOW THAT TIME FRAME. THANK YOU									



OAK GROVE THEATER

Playing in the Woods since 1954

2019-2020 Community Service Organization Funding Request from Oak Grove Theater

County of Augusta/Finance Dept.
P.O. Box 590
Verona, VA 24482-0590
Attention: Director of Finance Misty Cook

January 9, 2019

Dear Ms. Cook,

Please find enclosed a copy of our last completed IRS Form 990 and a current year operating budget for Oak Grove Theater, Inc. We paid Augusta County a total of \$2,787.94 for Real Estate Taxes for 2018. Oak Grove Theater, Inc. is a non-profit, 501C3 corporation that has been in business since 1954. We serve the communities of Augusta Co., Staunton, Waynesboro, Rockingham Co., and surrounding areas. On a yearly basis we have 800 patrons and 250 volunteers. We have no employees, everyone who works on any of our five summer productions are all volunteers, including our Board of Directors.

We bought the property adjacent to the Theater in order to protect the integrity of the theater's future. We use all the rental monies to pay down our mortgage and have invested thousands of dollars to improve the property. Our Season Tickets pay only for our programming and maintenance of Oak Grove Theater. The real estate taxes have been an additional expense on an already tight budget. In June 2006, the Augusta County Board of Supervisors decided not to adopt a tax exempt ordinance for Oak Grove Theater and recommended that we submit a request for funding during the County's Budget Request Process. We appreciate this opportunity and hope our request for \$2,787.94 will be included in the County's Annual Budget.

Respectfully Submitted,

Morgan A. Smith, Treas.
78 Teaberry Pl.
Fishersville VA, 22939
540-451-0915

2019 Budget, Oak Grove Theater Inc.

Income

Ticket Sales		
Ticket Subscriptions (800 @ \$60)	48,000	
Tickets at Gate	2,000	
Total Income	50,000	

Expense

Auditions	100	
Credit card fees	600	
Campaign		
Mailing	1,000	
Printing	200	
Total Campaign	1,200	
Insurance	3,975	
Interest Expense	4,000	
Mortgage	15,000*	
Maintenance		
Farm Improvement	6,000	
Season - Other	4,500	
Total Maintenance	15,500	
Parties	1,200	
Play Readings	300	
Post Office Box Annual Fee	164	
Postage and Delivery	1,200	
Printing and Reproduction		
Brochures	800	
Posters	175	
Tickets	400	
Videos	300	
Total Printing and Reproduction	1,675	
Professional Fees	25	
Program Expense		
Costumes	2,000	
Food	800	
Makeup	500	
Programs	2,000	
Props	800	
Royalties	6,000	
Sets	5,000	
Total Program Expense	17,100	
Supplies	300	
Telephone	600	
Utilities		
Electricity	1,100	
Refuse	1,000	
Total Utilities	2,100	
Website	130	
Total Expense	59,105*	
Net Ordinary Income	-9,105	

*how much we pay to the mortgage depends on how much "profit" we get. All items are roughly based on last year's figures.



92030-5756

**Valley Children's Advocacy Center
Funding Proposal for the Augusta County FY20
January 14, 2019**

Valley Children's Advocacy Center (Valley CAC) is a non-profit 501(c)(3) agency serving children and families in Staunton, Waynesboro, and Augusta County. Valley CAC was created in 2004 based on the national Children's Advocacy Center model.

Our Mission:

The mission of the Valley Children's Advocacy Center is to strengthen the community's response to child abuse and neglect by investigating, assessing, educating, and providing services using a multidisciplinary team approach; to work towards making our community a safe place for children to grow and thrive.

What We Do at the Valley Children's Advocacy Center:

When a report of sexual or physical maltreatment (abuse or neglect) is reported to law enforcement or the Department of Social Services' Child Protective Services (CPS) unit, a forensic interview with the child is scheduled at Valley Children's Advocacy Center. The child receives a forensic interview, while non-offending caretakers receive crisis intervention and advocacy, and the family is referred for on-going services, including mental health counseling and case management. Valley CAC only accepts referrals from law enforcement and/or Child Protective Services. The Valley CAC is designed to reduce the trauma and advance the recovery of abused and neglected children. The Center provides a comfortable, private, child-friendly setting where abused and neglected children can be interviewed by a forensically trained CAC staff person while team members, such as law enforcement, Child Protective Services, and the Commonwealth's Attorney observes from another room. These interviews are recorded to enhance the investigation of abuse allegations. The Center seeks to prevent trauma to the child caused by multiple, duplicative interviews and holds more offenders accountable through the improved prosecution of child abuse cases. Each case of child abuse and neglect that is handled through the Center ensures a well-coordinated interview and investigation and ensures children and families are provided with quality, evidence-based services that promote healing and resiliency so that children can recover from their abuse experience and become well-adjusted, productive members of our community.

Benefits to Localities

- Cases with forensic interviews are proven to increase the likelihood of plea bargains, reducing the burden and increasing the efficiency of the courts.
- A national cost-benefit analysis of the Children's Advocacy Center model showed CACs save approximately \$1,000 per case over the course of a child abuse investigation. On a per-case basis, traditional investigations were 36% more expensive than a CAC investigation.
- Facilitation and oversight of multidisciplinary child sexual abuse response team by CAC, taking this burdensome statute-mandated requirement off of local Commonwealth's Attorneys.
- Free specialized trainings to law enforcement and CPS workers.
- Free and immediate mental health counseling, crisis stabilization, case management and coordination for children and their families who are referred to the CAC.
- Free expert testimony utilized frequently by locality Commonwealth Attorneys during court proceedings.

Funding Request and Allocation of Funds:

Valley Children's Advocacy Center is requesting a total of \$30,000.00 from the localities of Augusta County, Staunton, and Waynesboro. This total request represents nearly 9% of the agency's total FY20 budget. These funds will be spent on transitioning our Mental Health Counselor from a part-time position to a full-time position, as increased referrals for follow-up mental health counseling have proven to exceed our current capacity. The difference in personnel cost from the part-time position to the full-time position is \$31,000.00/annually.

Pro-Rated Funding Calculation

While our current request is for \$30,000.00 split evenly between the three localities, below is an alternate, pro-rated funding breakdown based on FY18's number of children served per locality.

Total Children Served from Staunton, Waynesboro and Augusta County: 202

Locality and Number Served	Percentage of Total Children Served	Funding Request Based on Children Served @ \$148.00/Child
Augusta County: 96	48%	\$14,208.00
Staunton: 56	28%	\$8,288.00
Waynesboro: 50	25%	\$7,400.00

*Note: CAPSAW funds received for FY18 totaled \$12,500.00 or 4% of the operating budget. These funds are strictly allocated for low income clients, which represent less than 50% of total clients served at the CAC in FY18.



Executive Director
Rebecca Simmons,
MSW

Board Members 2018

- Ken Fanfoni
- President
- Ashleigh Harris
Simmons
- Vice President
- Jessi Pletcher Locklear
- Treasurer
- Ellen Boden
- Secretary
- Angela Whitesell, Esq.
- Liz Harmon
- Butch DeBord
- Lori Nicholson
- Vicki Cash-Graff,
LCSW
- Michelle Sandy
- Butch Smiley
- Sheriff Matt Robertson
- Dr. Felicia Esteban

Advisory Committee

- David Ledbetter, Esq.
- Rebecca Meeks
- Kathy Jenkins
- Brian Brown
- Anne Reed, Esq.
- Janet Flavin
- Brian Jenkins
- Alex Meador, Esq.
- Julie Hawkins
- Amber Martino



January 14, 2019

Mr. Timothy Fitzgerald
Administrator, County of Augusta
18 Government Center Lane
Verona, Virginia 24482

Mr. Fitzgerald:

As part of Valley Children's Advocacy Center's request for consideration to be included in Augusta County's FY20 budget, I am respectfully submitting the following information for your review:

Financial/audit statement – Augusta County serves as Valley Children's Advocacy Center's fiscal agent and, as such, our organization is included in their annual audit. The 2018 audit can be reviewed in its entirety on Augusta County's website or at <https://www.co.augusta.va.us/Home/ShowDocument?id=13950>. It should be noted, neither this audit, nor any other, has ever shown a material weakness or significant deficiencies regarding the CAC's financial practices. In addition to this, I have also included our current year and proposed FY20 operating budgets.

List of jurisdictions served and their respective contributions – Valley Children's Advocacy Center serves the County of Augusta, as well as the Cities of Staunton and Waynesboro. We have requested a flat \$10,000 contribution from each locality for the FY20 budget year.

Clients served by jurisdiction –

	Number of Cases Handled			3 Yr Average	% of Total
	FY16	FY17	FY18		
Augusta	99	98	96	98	53%
Staunton	47	45	56	49	26%
Waynesboro	33	35	50	39	21%
TOTAL	179	178	202	186	

Valley Children's Advocacy Center does not utilize a standard employment application, rather when seeking candidates for employment, we request a cover letter and resume.

Thank you, once again, for taking the time to meet and tour the CAC. Please feel free to contact me via e mail at rebecca@valleychildrenscenter.org or at 540.213.0592 if you have any questions or if I can be of any further assistance.

Kindest Regards,

Rebecca J. Simmons, MSW
Executive Director

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FY19 Budget

Board Approved (via e mail) 6/27/18

Valley Children's Advocacy Center

EXPENSES:			REVENUE:		
Personnel:					
Executive Director	\$ 61,200.00		3-88-18990-0001	Board Donations	\$ 2,500.00
Lead Forensic Interviewer (Michelle)	\$ 26,520.00		3-88-18990-0002	Board Fundraising	\$ 48,000.00
Full-time Forensic Interviewer (Charle')	\$ 43,860.00		3-88-18990-0003	Public Donations	\$ 25,000.00
After-Hours Forensic Interviews	\$ 1,500.00		3-88-18990-0004	Public Fundraising	\$ 2,000.00
Counselor (Sue)	\$ 15,000.00				
Victim Advocate	\$ 43,860.00		3-88-18990-0011	Grants-Comm. Foundation	\$ 9,000.00
FICA (7.65%)	\$ 14,568.66				
Workers' Comp	\$ 164.17		3-88-24060-0009	Grant-DSS/VOCA	\$ 188,178.01
Total Personnel	\$206,672.83		3-88-18990-0012	Grant-United Way	\$ 9,500.00
			3-88-18990-0012	Grant-United Way Designated	\$ 1,000.00
3111 - Consultant		\$ 1,000.00	3-88-18990-0013	Grant-CAPSAW	\$ 17,500.00
			3-88-18990-0014	Grant & Foundation-Other	\$ 10,000.00
4-88-510040-			3-88-19020-0001	Locality Funding	\$ 6,000.00
Operations:					
3310 - Repairs & Maintenance		\$ 4,000.00			
3500 - Printing - VCC		\$ 250.00			
3501 - Printing - Fundraising		\$ 1,000.00			
4000 - Fiscal Agent		\$ 1,000.00			
5100 - Electric Services		\$ 9,600.00			
5201 - Postage - VCC		\$ 300.00			
5202 - Postage - Fundraising		\$ 600.00			
5204 - Telephone - Comcast		\$ 2,100.00			
5205 - Telephone - Verizon		\$ 2,640.00			
5306 - Liability Insurance		\$ 3,600.00			
5402 - Rent		\$ 21,600.00			
5103 - Water/Sewer/Trash		\$ 600.00			
5501 - Travel and Training		\$ 7,500.00			
5801 - Dues, Fees & Subscriptions		\$ 4,500.00			
6001 - Supplies - VCC		\$ 3,000.00			
6002 - Supplies - Fundraising		\$ 13,000.00			
6004 - Supplies - Counseling		\$ 1,000.00			
8001 - Equipment & software/web		\$ 20,000.00			
6003 - Education and Outreach Materials		\$ 1,000.00			
3600 - Marketing/Advertising		\$ 250.00			
5502 - Staff & MDT Development		\$ 1,900.00			
Reserve Funds		\$ 11,565.18			
	\$206,672.83	\$112,005.18			
TOTAL EXPENSES	\$318,678.01			TOTAL REVENUE	\$ 318,678.01

414

FY20 Proposed Budget

Approved 00/00/00

Valley Children's Advocacy Center

EXPENSES:			REVENUE:		
Personnel:					
Executive Director	\$ 61,200.00		3-88-18990-0001	Board Donations	\$ 2,500.00
Lead Forensic Interviewer (Michelle)	\$ 26,520.00		3-88-18990-0002	Board Fundraising	\$ 48,000.00
Full-time Forensic Interviewer (Charle')	\$ 43,860.00		3-88-18990-0003	Public Donations	\$ 25,000.00
After-Hours Forensic Interviews	\$ 3,500.00		3-88-18990-0004	Public Fundraising	\$ 2,000.00
Full-time Counselor	\$ 46,000.00				
PRN Counselor	\$ 7,649.00				
Victim Advocate	\$ 39,000.00		3-88-18990-0011	Grants-Comm. Foundation	\$ 9,000.00
FICA (7.65%)	\$ 16,568.66				
Workers' Comp	\$ 175.17		3-88-24060-0009	Grant-DSS/VOCA	\$ 188,178.01
Total Personnel	\$244,472.83		3-88-18990-0012	Grant-United Way	\$ 9,500.00
			3-88-18990-0012	Grant-United Way Designated	\$ 1,000.00
3111 - Consultant	\$ 1,000.00		3-88-18990-0013	Grant-CAPSAW	\$ 17,500.00
			3-88-18990-0014	Grant & Foundation-Other	\$ 10,000.00
4-88-510040-			3-88-19020-0001	Locality Funding	\$ 30,000.00
				NCA Grant	\$ 13,800.00
Operations:					
3310 - Repairs & Maintenance	\$ 4,000.00				
3500 - Printing - VCC	\$ 250.00				
01 - Printing - Fundraising	\$ 1,000.00				
3900 - Fiscal Agent	\$ 1,000.00				
5100 - Electric Services	\$ 9,600.00				
5201 - Postage - VCC	\$ 300.00				
5202 - Postage - Fundraising	\$ 600.00				
5204 - Telephone - Comcast	\$ 2,100.00				
5205 - Telephone - Verizon	\$ 2,640.00				
5306 - Liability Insurance	\$ 3,600.00				
5402 - Rent	\$ 21,600.00				
5103 - Water/Sewer/Trash	\$ 600.00				
5501 - Travel and Training	\$ 7,500.00				
5801 - Dues, Fees & Subscriptions	\$ 4,500.00				
6001 - Supplies - VCC	\$ 3,000.00				
6002 - Supplies - Fundraising	\$ 13,000.00				
6004 - Supplies - Counseling	\$ 1,000.00				
8001 - Equipment & software/web	\$ 20,000.00				
6003 - Education and Outreach Materials	\$ 1,000.00				
3600 - Marketing/Advertising	\$ 250.00				
5502 - Staff & MDT Development	\$ 1,900.00				
Reserve Funds	\$ 11,565.18				
	\$244,472.83	\$112,005.18			
TOTAL EXPENSES	\$356,478.01			TOTAL REVENUE	\$ 356,478.01

415

FY 20

Onfile!

Southeast Rural Community Assistance Project, Inc.

92030-5757

February 11, 2019

Augusta County Administrator's Office
Attn: Mr. Timothy Fitzgerald, County Administrator
P.O. Box 590
Verona, VA 24482

Dear Mr. Fitzgerald,

Southeast Rural Community Assistance Project, Inc. (SERCAP) is a nonprofit organization that provides training, technical, and financial assistance to rural communities and low-income individuals across the Commonwealth of Virginia, in order to bring clean, safe drinking water and environmentally sound wastewater facilities to all. SERCAP provides a variety of services from engineering and planning to grants and affordable loans that support key water and wastewater infrastructure projects in communities across Virginia. I'm writing today to request that Augusta County allocate \$5,000 in its next budget to support SERCAP's continued efforts in providing water and wastewater infrastructure services.

During the 2017/2018 Program Year, SERCAP contributed over \$2.4 million to projects in Virginia's rural communities. In the recent past, SERCAP has invested over \$208,000 into Augusta County for water, wastewater, and community development projects. However, a commitment of funds for the 2019/2020 Program Year will enable SERCAP to increase the number of water, wastewater, housing, and/or community development projects implemented in Augusta County moving forward. SERCAP provides technical and financial assistance for infrastructure projects which will have a long lasting impact on the Quality of Life, Environmental Health, and/or Economic Self-sufficiency of the residents of Augusta County, and the County at-large.

Thank you in advance for your earnest consideration of our request and please do not hesitate to contact me if you need additional information pertaining to the services that SERCAP has provided in your area.

Sincerely,

Lauren Mason
Planning Manager
SERCAP



347 Campbell Avenue, SW
Roanoke, VA 24016
www.southeastcap.org

Phone (540) 345-1184

Fax (540) 342-2932

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SERCAP's Budget Request to Augusta County

Agency Name: Southeast Rural Community Assistance Project, Inc. (SERCAP)

Agency Contact: Hope F. Cupit – President & CEO

Address: 347 Campbell Avenue
Roanoke, VA 24016

Phone: 540-345-1184

Fax: 540-342-2932

Email: hcupit@sercap.org

Agency Mission: To improve the quality of life for low-income individuals by promoting affordable water and wastewater facilities, community development, environmental health, and economic self-sufficiency.

Request Amount: \$5,000.00 – 100% of the funds allocated will be to provide grants through SERCAP's Facilities Development, Essential & Critical Needs Grants, and/or Housing programs. Grants will be limited to localities within Augusta County and/or Augusta County Citizens in need of vital services.

Program Description: SERCAP will use the requested funds to provide training, technical, and financial assistance in the form of *grants* to communities and/or residents of Augusta County, to assist with water, wastewater, housing, and community development needs.

For example, SERCAP provides grant funds to low-income clients for the repair or replacement of individual household wells and/or septic systems. SERCAP also provides grants to the County itself or small, unincorporated communities within the County, for water/wastewater infrastructure projects, such as replacing a pump, generator, etc. at a local water/wastewater treatment facility.

If funding is not approved by Augusta County, SERCAP's Programs and Services would still be able to operate across the Commonwealth of Virginia, however SERCAP would have less funding to support projects in Augusta County, and as a result some citizens may go without needed water/wastewater services, if SERCAP has already obligated the funds available for the year, forcing individuals onto the waiting list. Potentially citizens may go without Water for several months before additional funds become available.

Financial Statements: See attached Audit Report.

Misty Cook

From: Anna Leavitt <valleycapsaw@gmail.com>
Sent: Thursday, December 27, 2018 12:17 PM
To: Misty Cook
Subject: FY 20 CAPSAW Budget Request
Attachments: FY 20 Proposed Budget Info.xlsx; AC letter FY 19.doc

Dear Ms. Cook,

The Community Action Partnership of Staunton, Augusta and Waynesboro (CAPSAW) is pleased to respond to your request for funding needs for FY 2020. CAPSAW combines federal, state and local dollars to create a funding pool allotted through a competitive grants process. Selected programs provide services working to empower individuals and families to move from economic and social dependence toward self-sufficiency. Additional programs and partnerships are funded based on a comprehensive community needs assessment, strategic planning processes and guidance from federal and state funders as well as the CAPSAW Board of Directors. The CAPSAW Board will meet in the spring of 2019 to determine award amounts for applicant agencies for next year.

- CAPSAW is included in the City of Waynesboro's Audit process. A full copy of the audit is available at: <https://www.waynesboro.va.us/ArchiveCenter/ViewFile/Item/447>. CAPSAW funds are referred to on pages 107-112 of the PDF document.
- The proposed CAPSAW FY 20 budget and demographic information is included in this submission. The amount of Federal CSBG funding and State TANF funding is dependent upon their budget process. Previous contracts have been amended up until June of the funding year ending in the same month. The figures included in this budget are based on currently confirmed funding levels and are subject to change. As I'm sure you are aware the federal budget is constantly under debate. The climate around it has left the board feeling slightly unsure of what to expect. Based on the confirmed amounts for FY 19 and assuming those amounts moving forward we are requesting level funding from Waynesboro, Staunton and Augusta County for FY 20.
- If budget figures for FY 20 come in well below or above our expectations we will communicate with each locality in a timely fashion and determine how to proceed.

CAPSAW is requesting level funding of \$52,100 from Augusta County for FY 2020. These funds will provide a required match to federal dollars allowing CAPSAW to grant funds to local human service agencies working with low income families. Services provided include emergency shelter and food as well as case management, financial education, resource development and educational programming. There is no employment application as CAPSAW utilizes an independent contractor to provide administrative services.

Outcomes from FY 18 include:

- 699 individuals participating in case management
- 215 received reduced cost mental health services
- 570 families received reduced cost legal services
- 227 seniors or those with disabilities maintained their independence
- 139 individuals gained employment of which 70 held their job for 90 days or longer
- 337 adults demonstrated improved family functioning skills
- 642 children were enrolled in after-school and or summer programming
- 230 youth with improved social/emotional development
- 1,100 families used free tax prep services, saving \$220,000 in preparation fees

CAPSAW funds are closely monitored through the quarterly submission of statistical and financial reports as well as site visits to funded agencies. The increased accountability and transparency provides relevant data about community needs and helps to measure the impact of the services rendered.

Reduction in the amounts requested will directly impact the funds available to human service agencies, many of whom would likely reduce services as a result. The economic impact of CAPSAW funded programming in FY 17 was \$2.4

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FY 20 Proposed Budget

CAP-SAW Revenue - Description	Projected Income thru 6/30/2020
CSBG *	\$206,781.00
TANF / State*	\$130,000.00
Locality Match	\$110,564.00
Estimated Carryover	\$128,132.29
Total Gross Revenues:	\$575,477.29
Greater Augusta Wellness Partnership	\$9,400.00
Community Support Mini Grants	\$20,000.00
Vendor Training and Technical Assistance	\$4,000.00
New Programming (Identified needs)	\$8,000.00
CAPSAW Programming	\$41,400.00
TOTAL CAPSAW PROGRAM SUPPORT	\$418,150.00
Proposed Grant Allocations to Programs	\$376,750.00
TBD	
TBD	
Administrative Funding	
Director Contract	\$57,325.00
Supplies	\$4,700.00
Mileage	\$2,800.00
Training/Conference Costs	\$5,000.00
Dues and Subscriptions	\$6,700.00
Total Administrative Funding	\$76,525.00
Expected Expenditures through June 2020	\$494,675.00
Projected FY Carryover	\$80,802.29

*Based on confirmed FY 19

CAP-SAW Revenue - Description 2019	Projected Income thru 6/30/2019	Confirmed Income	received % of total	allocation/ remaining
CSBG *	\$206,781.00	\$206,781.00	100.00%	\$0.00
TANF / State	\$130,000.00	\$130,000.00	100.00%	\$0.00
Locality Match	\$110,564.00	\$110,564.00	100.00%	\$0.00
Estimated Non Federal Carryover**	\$118,000.00	\$122,171.00	103.53%	(\$4,171.00)
CSBG Carryover	\$53,000.00	\$59,632.19	112.51%	(\$6,632.19)
Donations/mini-grants/interest	\$500.00	\$495.00	99.00%	\$5.00
Total Gross Revenues:	\$618,845.00	\$629,643.19	101.74%	(\$10,798.19)

Expenditures Description	Projected expenses thru 6/30/2019	encumbered/ paid	% of total paid	Budget remaining
Community Support/Mini Grants	\$20,000.00	\$5,500.00	27.50%	\$14,500.00
Vendor Training and Technical Assistance	\$5,000.00	\$2,702.59	54.05%	\$2,297.41
GAWP Partnership	\$18,198.00	\$7,560.00	41.54%	\$10,638.00
CAPSAW PROGRAMMING	\$43,198.00	\$15,762.59	36.49%	\$27,435.41
Funding Amounts (CSBG & TANF) 2019:				
Blue Ridge Court Services	\$20,500.00	\$5,125.00	25.00%	\$15,375.00
Blue Ridge Area Food Bank	\$6,000.00	\$0.00	0.00%	\$6,000.00
Blue Ridge Legal Services	\$20,500.00	\$5,125.00	25.00%	\$15,375.00
Boys and Girls Club	\$15,000.00	\$3,750.00	25.00%	\$11,250.00
CASA	\$10,000.00	\$2,500.00	25.00%	\$7,500.00
Community Child Care	\$12,000.00	\$3,000.00	25.00%	\$9,000.00
Crossroads to Brain Injury	\$9,500.00	\$2,374.84	25.00%	\$7,125.16
Daily Living Center	\$10,000.00	\$2,500.00	25.00%	\$7,500.00
New Directions Center	\$10,000.00	\$2,500.00	25.00%	\$7,500.00
Renewing Homes Greater Augusta	\$20,000.00	\$5,000.00	25.00%	\$15,000.00
Salvation Army (Staunton)	\$6,000.00	\$1,542.23	25.70%	\$4,457.77
Salvation Army (Waynesboro)	\$6,000.00	\$1,489.87	24.83%	\$4,510.13
United Way -VITA	\$15,500.00	\$3,292.79	21.24%	\$12,207.21
Valley Supportive Housing	\$20,000.00	\$5,000.00	25.00%	\$15,000.00
Valley Children's Advocacy Center	\$17,500.00	\$4,375.00	25.00%	\$13,125.00
Valley Hope Counseling Center	\$24,000.00	\$6,000.00	25.00%	\$18,000.00
Valley Mission	\$40,000.00	\$10,000.00	25.00%	\$30,000.00
Valley Program For Aging Services	\$30,000.00	\$7,500.00	25.00%	\$22,500.00
Staunton YMCA Multiple Programs	\$32,000.00	\$8,000.00	25.00%	\$24,000.00
Head Start	\$30,000.00	\$7,500.00	25.00%	\$22,500.00
Head Start - Early	\$20,000.00	\$5,000.00	25.00%	\$15,000.00
Office On Youth	\$10,000.00	\$2,500.00	25.00%	\$7,500.00
Total CSBG Contracts	\$384,500.00	\$94,074.73	24.47%	\$290,425.27
Total Administrative Funding	\$73,740.00	\$34,022.50	46.14%	\$39,717.50
Director Contract	\$55,640.00	\$25,064.76	45.05%	\$30,575.24
Supplies	\$3,200.00	\$898.47	28.08%	\$2,301.53
Mileage	\$3,200.00	\$748.66	23.40%	\$2,451.34

420

Training/Conference Costs	\$5,000.00	\$1,884.61	37.69%	\$3,115.39
Dues and Subscriptions	\$6,700.00	\$5,426.00	80.99%	\$1,274.00
Expected Expenditures through June 2018	\$501,438.00	\$143,859.82	28.69%	\$357,578.18
Projected Carryover	\$117,407.00	\$128,205.19		

*Confirmed through OCS

** Confirmed by City Finance

Current through December 18, 2018

Contributions by Locality Served FY 19
Level Funding Requested FY 20

Locality	Contribution
Staunton	\$26,650.00
Augusta Co.	\$52,100.00
Waynesboro	\$31,814.00
Total:	\$110,564.00

**Clientele by Jurisdiction FY 18
Most recently completed Fiscal Year**

Agency: : CAPSAW

Locality	Total unduplicated
City of Staunton*	1328
City of Waynesboro**	1765
Augusta County	916
Harisonburg/Rockingham	101
Albermarle/Charlottesville	59
Bath/Highland	9
Lexington/Rockbridge	42
Other***	256
Not reported	31

Total unduplicated clients	4507
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Age

33%	under 18
20%	aged 55+

Family Type

31%	single parents
11%	2 parent household
46%	single person
12%	other

Income
 83% Report having more th
 79% Report income at or be

*Mission residents often listed as Staunton because of facility location
 **Food Bank BackPack program & Head Start serves Waynesboro City Schools
 ***Majority of "other" served by tax program

Other Funds

Fire Revolving Loan Fund

Mission:

"To serve and protect our citizens and visitors through education and the delivery of all fire and emergency medical services."

Description:

The Fire Revolving Loan Fund is used by the Volunteer Fire Departments that are physically located within the County for apparatus, small equipment and gear purchases. The apparatus/equipment loans and gear purchases are determined by following the revolving loan guidelines approved by the Board of Supervisors. Revenues for this fund are from the Department of Fire Programs Aid to Localities (fire insurance money per capita) and repayment of loans. Expenditures for this fund are loans for the fiscal year, as well as gear purchases.

Goals:

The main goal of this money is to give the fire agencies the ability to purchase apparatus interest free. Apparatus costs range from \$150,000 for a brush truck to \$600,000 or more for an engine. This fund allows the agencies to finance part of the cost without having to incur interest charges. The gear purchase part of the loan allows for each agency to keep their members in NFPA compliance protective gear.

Budget Summary:

Item	FY2017 – 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$566,700	\$605,000	\$605,000	\$605,000	0%

***Budget for possible loan disbursement and gear purchases. Available loan amounts increased per policy in 2016, causing budget to increase.

Asset Forfeiture Fund

Description:

Augusta County participates in the Virginia State Asset Sharing and Federally Forfeited Property Programs. The assets are received from drug seizures. Restrictions are placed on the use of forfeited cash, property, proceeds, and any interest earned according to VA Code 19.2-386.14 and is to be used to enhance law enforcement. These funds are to be used for law enforcement purposes only.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Personnel	\$16,552	\$38,000	\$38,000	\$38,000	0%
Operating	13,261	10,000	10,100	10,000	0%
Total	\$29,813	\$48,000	\$48,100	\$48,000	0.0%

Economic Development Fund

Description:

The Economic Development Authority of Augusta County, Virginia was created as a political subdivision of the Commonwealth of Virginia by ordinance of Board of Supervisors on March 1, 1971 pursuant to the provisions of the Economic Development and Revenue Bond Act (Chapter 33, Section 15.1-1373 et seq., of the Code of Virginia (1950), as amended.) The Authority is governed by seven directors appointed by the Board of Supervisors. It is authorized to acquire, own, lease and dispose of properties to the end that such activities may promote industry and develop trade by inducing enterprises to locate and remain in Virginia.

In addition, the Authority is authorized to issue revenue bonds for the purpose of obtaining and constructing facilities. Liability under the bonds may be retained by the Authority or it may be assumed by the enterprises for whom facilities are constructed. Collection of revenues pledged to liquidate the bonds may be assigned to a trustee. The revenue bonds are not deemed to constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia or any municipality thereof. The bonds are payable solely from revenues generated from the lease of the facilities constructed and may be secured by a deed of trust on those facilities.

The Economic Development Authority of Augusta County, Virginia serves as an escrow agent for grant contributions and tax increment financing contributions. The County of Augusta disburses funds for operating contributions through the Authority for the benefit of regional arts and educational organizations in a manner which will increase cultural activity and identity for the region. The County appropriates funds annually for the contributions.

In accordance with Virginia Code Section 15.2-953, the Authority receives contributions from the County for the purpose of promoting economic development. As stated in contribution and grant agreements for each tax increment financing, the County is committed to disburse funds to the Authority when appropriated by the County. The Authority is then required to disburse the funds to the respective developer or business.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 – 2020 Recommended	% Change from FY2019
Operating	\$286,906	\$178,000	\$95,200	\$195,200	9.6%

Revenue Recovery Fund

Description:

Emergency Medical Service (EMS) Revenue Recovery is a program in which a third party bills a user fee to Medicaid, Medicare, and private insurance companies for emergency ambulance transport service. A fee is only assessed if a patient is actually transported to the hospital, and if the EMS call does not result in transport, there is no billing incurred. Revenues received from emergency medical transport are allocated to Volunteer Rescue Agencies and County Rescue in accordance with revenue recovery policy. As of July 1, 2018, the County handles their own billing through the Finance Department.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 20189 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$1,671,253	\$1,513,300	\$1,719,444	\$1,618,227	6.9%

***Change due to increase in call volume and switch from a third party biller to in house billing by Finance.

Virginia Public Assistance Fund

Mission:

The mission of Shenandoah Valley Social Services is the promotion of self-reliance and protection of citizens through community based services. Benefit programs provide medical, financial, energy (fuel/cooling) and nutritional assistance to the citizens of Augusta County and the Cities of Staunton and Waynesboro. Service programs provide services directly or via purchase of services which includes child care, adult services, employment services, supportive services, foster care, adoption, prevention, child protective services, and adult protective services.

Department Overview:

Benefit programs provide medical, financial, fuel and food assistance to eligible citizens.

- **SNAP (Supplemental Nutrition Assistance Program):** Formerly known as Food Stamps, the program provides food assistance to low income eligible households to alleviate hunger and malnutrition.
- **General Relief:** A locally optional program designed to provide maintenance for indigent minor children living with an unrelated caregiver.
- **Auxiliary Grants: Aged and Disabled –** This program provides payments to Homes for Adults on behalf of income and resource eligible clients to pay for shelter, food and some personal care.
- **TANF (Temporary Assistance to Needy Families):** Provides temporary financial assistance to low income eligible households with minor children.
- **Energy Assistance Program:** Provides fuel, cooling and emergency crisis heating assistance to low income households.
- **Medicaid:** Provides medical assistance for eligible individuals who meet income and resource guidelines.
- **Family Access to Medical Insurance Security (FAMIS):** Health insurance program for children of working families.

Service Programs provide services directly to clients or via purchase of services.

- **Adult Services:** This program provides services to maximize self-sufficiency, prevent abuse, neglect, exploitation, inappropriate institutionalization, and assist with appropriate placements when needed.
- **Adult Protective Services:** Investigates referrals of abuse, neglect or exploitation of adults and assesses and provides services.
- **Child Protective and Prevention Services:** Investigates referrals and provides services to abused or neglected children and their families.
- **Child Care Services:** These services assist eligible families who are working and /or attending school with child care needs of minor or disabled children in the household.
- **VIEW- Employment Services Program:** Aids in employment, education and training, childcare, transportation, and other supportive services to low income families receiving public assistance. The Virginia Initiative for Employment not Welfare (VIEW) is a grant program designed to encourage self-sufficiency through employment.
- **Foster Care and Adoption:** Services are provided on behalf of children in the custody of Shenandoah Valley DSS. Assistance and resources are provided to families who foster and/or adopt children. This program also performs court-ordered custody investigations.
- **Volunteer Payee Services:** Coordinated volunteer services provide financial management to mentally or physically disabled and/or elderly adults.
- **Guardianship Services:** Guardianship monitoring in the areas of health, safety, and care for those unable to make their own decisions.

Strategic Goals & Objectives for FY 2019:

- Continue to educate and train the community and recipients on how to use the Virginia CommonHelp Online System to conveniently apply for benefits and services.
- Coordinate and conduct Family Partnership Meetings to strengthen and assist families and children in obtaining and connecting to services and resources, plus ensuring the safety and welfare of children.
- Continue to work with the courts and other community partners to minimize the number of children placed in SVSS custody while advocating for appropriate services.
- Make every effort to control/reduce CSA costs by closely monitoring cases and placements.
- Pursue best practices to improve services to customers and streamline caseload management for staff.
- Pursue continued renewal of agency grants such as the Adoption Grant, Independent Living Grant, Respite Grant, Title IV-E Training Grant, Safe & Stable Families Grant, Medical Outreach and Financial Independence Program, and TANF Competitive Grant. Pursue additional grant funding to provide services.
- Work toward meeting and maintaining the state and federal participation rates in the VIEW Employment Program.
- Continue investigating fraud referrals and pursuing collections and/or prosecution.
- Investigate methods to encourage employee retention and hire qualified and knowledgeable staff.
- Obtain necessary equipment, knowledge, and resources to consistently handle high caseloads.
- Cross training of staff to ensure adequate knowledge and coverage.
- Ensuring staff are current on all state mandated training and knowledgeable on state and local policies.
- Continuing to seek ways to use automation and technology to streamline operations.
- Seek additional and creative cost savings measures to maintain proper staffing levels while dealing with flat or minimal state funding.
- Meet and maintain case processing and error rate mandates in all programs as required by State/Federal regulations.
- Maintain consistent membership, attendance, and active participation on various state, regional and local committees.
- Work closely with Regional Specialists and state personnel to develop a better understanding of policy and procedures, improve services, and meet state and federal requirements.
- Continue to educate and train the community on mandated reporting for CPS and APS.
- Continue to increase community outreach; educating the public on services and programs.
- Focus on enhancing and improving customer service to the community.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$12,161,693	\$12,939,168	\$13,268,498	\$13,542,211	4.7%
County Transfer	\$1,040,465	\$1,193,027	\$1,196,295	\$1,245,051	4.4%

Caseload Statistics:

Program	FY2014	FY2015	FY2016	FY2017	FY2018
Family/Children Medicaid	2474	2728	2883	2848	3401
Adult Medicaid	2036	2055	2063	2150	2066
FAMIS/Adult Plan First Medicaid (cases included in Family/Children Medicaid FY2018)	607	206	186	196	0
SNAP -Supplemental Nutrition Assistance Program (formerly known as Food Stamps)	2982	2690	2744	2428	2403
TANF/Diversionsary	202	167	161	183	208
VIEW	57	34	33	51	53
Energy Assistance	2495	2383	2118	2163	2255
Foster Care	67	75	63	68	61
CPS Investigations & Assessments	427	441	342	474	385
CPS Service	24	24	27	52	30
Day Care	114	123	113	72	83
APS Investigations	337	410	450	568	496
AS/APS Guardianship Ongoing Service Cases	228	219	237	261	267
Total Case Count for Augusta County	12,050	11,555	11,420	11,514	11,708

Shenandoah Valley Social Service Accomplishments for FY2018:

- SVSS handled 24,642 ongoing cases in FY2018 which is a slight increase of 1.8% in caseloads from 24,207 in FY2017. Cases have increasingly become much more complex. New state systems have produced numerous challenges and difficulties in accuracy and timely processing. Caseload statistics include only approved cases and not those that have been processed and denied, estimated to be an additional 30%. The caseload numbers do not reflect the total number of clients served which may be 2 – 3 times higher. In FY2018, Verona and Waynesboro Offices received 40,180 visitors, averaging 3,348 visitors each month.
- SVSS received \$327,726 in Medicaid Expansion Funding requiring no local match for FY2019. This funding was used to provide six additional Benefit Program positions to assist with the increase Medicaid caseload.
- Continuing efforts are being placed on finding adoptive homes. Thirty-two children in care were adopted during FY2018 and twenty-seven foster/adoptive homes were approved. SVSS participated in the Rapid Permanency Review Process with VDSS and Casey Family Programs.

- In FY2018, 104 children entered into care (96 Foster, 7 Non-custodial, 1 Returning/Fostering Future). Thirty-eight left care either returning home, relative placement, emancipation or non-custodial. The year-end balance of children in care was 164. Of those remaining in care, three Foster Care youth are successfully attending college (BRCC and VCU), four are working, and one completed high school.
- Child Protective Services continues to participate in numerous presentations to schools, health agencies, coalitions, and community organizations on mandated reporting, safe infant sleep, and substance exposed infants. SVSS initiated being a distributor of "Safe Sleep Baby Boxes" to expectant parents in the Valley. FY2018, 3,109 referrals were received with 909 being investigated/assessed for services.
- CommonHelp – the VDSS online system has been active since 2012 and gives clients access to apply for SNAP (Food Stamps), Medicaid, TANF, EAP, and Child Care programs. As to date, SVSS has received 11,034 online applications for benefit programs with approximately 1,576 on average per year.
- During FY2018, applications received from all sources for Benefit Programs (includes SNAP, TANF, Medicaid, Child Care) totaled 10,799. An additional 4,654 applications were received for Energy Assistance. Medicaid accounts for 5,120 of the applications. Sources include CommonHelp (online), CoverVa Call Center (telephonic), FFM (Healthcare.gov), and paper applications submitted locally. State Central Processing Unit has assisted our agency by processing 730 Medicaid applications.
- Per state reviews, case records are found to be well organized and easy to follow. The staff are scanning required information into DMIS (Data Management Information System) correctly. The use of DMIS was identified as a strength with most case information available in electronic file. Completion of the Benefit Units goal of paperless is proceeding as planned with use of DMIS and scanning.
- Fraud collections for FY2018 were \$202,397 as determined by state reporting sources. This is \$59,726 higher than what was reported in FY2017 (\$142,671). The Fraud Program caseloads and reporting were moved into a new state system (VACMS) in FY2017. Current reports on collections and cases seem to be more stable and consistent. A portion of Fraud Collections fund our two Fraud Investigator positions.
- SVSS AS/APS Unit received and processed 2,160 reports of adult abuse, neglect or exploitation in FY2018 as compared to 1,973 reports in FY2017. Of these 1,388 were investigated with 461 being determined invalid. A total 18 charges were prosecuted during this past FY: 5 counts of criminal abuse and neglect and 7 counts of financial exploitation of an incapacitated adult, in addition to charges of credit card fraud, embezzlement, uttering, forgery, and credit card larceny. An average of 201 guardianships were monitored for the year with SVSS petitioning for thirteen.
- SVSS AS/APS Unit in the community continues to provide numerous presentations on Mandated Reporting, Scams, Financial Exploitation, and Neglect. SVSS participates annually in the ACPR Senior Health Fair and represented at the Augusta County Fair this year. A display at both Verona and Waynesboro Offices was completed to raise awareness on World Elder Abuse Awareness Day. SVSS worked with the News Leader on an article regarding the SAW areas abuse, neglect, and exploitation statistics. Assisted in sponsoring and hosting the annual BRCC May 2018 GACAAA Training, Financial and Psychological Exploitation through Guardianship.

- Our VIEW program continues to be recognized for its performance in the state. VIEW participants' average hourly rate is \$9.67 which is \$2.42 higher than the minimum wage; increasing \$1.42 from last year. A new grant, Medical Outreach and Financial Independence Program (MOFIP), was developed and awarded (\$134,582) providing additional financial literacy assistance to VIEW participants and other eligible individuals in the community. The MOFIP grant hosted six Financial Literacy Sessions (total of 12 classes) through partnership with Habitat for Humanity. The Medical Case Management portion of this grant assisted three individuals with qualifying and obtaining SSI (Supplemental Security Income) through Social Security Administration.
- Child Care Unit hosted a child care subsidy vendor event in November 2017 inviting local child care vendors, community partners, and representatives from local and state Department of Social Services to meet to discuss concerns regarding new subsidy regulations and electronic child care card swiping system. During FY2018, 174 households received child care assistance; total expenditures were \$887,022.
- SVSS was awarded state Certificate of Recognition of Error-Free Child Care Case Reviews from October 2016 through September 2017.
- The department continues to successfully pursue, obtain and renew numerous grants/funding to provide services to the community. Grants and additional funding include VIEW Purchased Services, Fraud Free, Outstation Eligibility Worker at VCSB, Family Preservation and Substance Abuse & Supplemental Supplies, Adoption, Respite, IV-E Foster Care Training/Purchases, Independent Living, Safe & Stable Families, Medical Outreach and Financial Independence Program (MOFIP), and TANF Competitive Grant. Total grant awards are \$1,297,337 up \$38,147 or 3.03% from the previous year.
- From FY2017 to FY2018, the department achieved cost savings in various administrative expenses in the amount of \$32,403. In the previous fiscal year, cost savings of \$31,526 was achieved. A substantial amount of savings occurred in postage, office supplies, and toner supplies/usage due to state mailings. Other areas of savings included car repairs/cleanings, PRI phone contract, travel/training, and utilities.
- Numerous community presentations and informational meetings were provided to the community this past year including presentations to libraries, nursing and health care facilities, correctional centers, law enforcement agencies and schools. The agency coordinated a community Child Care Subsidy Event, Child and Adult Protective Services trainings, assisted in sponsoring/hosting BRCC May 2018 GACAAA Training on Financial and Psychological Exploitation through Guardianship, Foster Parent Picnic, Foster Care Summit, Adoption Match Event, and Annual Adoption Celebration, numerous job, health and community fairs including Augusta County Fair, Kid's Matter Day, Sweet Dreams, Xtreme Fest, and Staunton Celebration of Lights.
- An Online Employee Exit Survey continues to be used to gain feedback to assist in considering improvements to retain employees.
- Continued enhancements and additions to the Augusta County and Staunton City websites were made this past fiscal year. The new agency logo is being promoted in the community through correspondence, including letterhead, emails, and agency apparel. Since March 2018, \$4,116 in agency logo apparel has been purchased by staff.



Contacts:

Anita Harris – Director Shenandoah Valley Social Services (540) 245-5810
Lisa Dunn – Assistant Director Shenandoah Valley Social Services (540) 245-5838
Amber Bokelman- Benefits Program Manager Shenandoah Valley Social Services (540) 949-6664
Susan Hughes – Administrative Office Manager (540) 245-5813

Locations:

Verona Office, Augusta County Government Center
68 Dick Huff Lane
P.O. Box 7 (mailing address)
Verona, VA 24482

Waynesboro Office
1200 Shenandoah Avenue
Waynesboro, VA 22980

Last update 1/29/19

Children's Services Act Fund

Description:

The Children's Services Act (CSA) is a Virginia Law that provided for the pooling of eight specific funding streams, which purchases services for high-risk youth. These funds are returned to our localities with a required state/local match and are managed by local interagency teams. The purpose of the Act is to provide child centered, family focused, cost effective services to high-risk youth and their families. The CSA was initially codified as the "Comprehensive Services Act for At-Risk Youth and Families" in 1993 and was renamed effective July 1, 2015.

There are two tiers to the CSA system including the multijurisdictional Community Policy and Management Team (CPMT) which has administrative and fiscal responsibility for the local funds pool and is responsible for the development of local policy and procedures. This team is made up of at least one elected or appointed official or their designee and the agency heads or their designees from the local Department of Social Services, School System, Community Services Board (mental health), Court Services Unit (juvenile justice), local Health Department., a parent representative and where appropriate, a private provider. The second tier is the Family Assessment and Planning Team (FAPT) which is comprised of supervisory level staff from the same agencies as the CPMT as well as the parent and often a private provider. This team meets up to four times per month to discuss the strengths and needs of these children, determine what services would best meet the need, contract for services and maintain fiscal accountability for the services. Each child receiving services is reviewed for a continued need.

There are three main areas which make a child eligible for mandated funding. These include children who are in foster care, children who require services to prevent foster care and children who require a special education private day placement or residential through their Individual Education Plan. Mandated children must be served under the law, and each locality is mandated under State and Federal law to provide sum sufficient funding to meet the needs of these children. The CPMT may choose to fund other children that meet criteria as determined by the FAPT and may choose to fund services for children who are considered non-mandated.

The number of children served and the level of care required to meet their needs fluctuates from year to year. In Augusta County, we work diligently to serve our children in the community. Over the years our residential costs have decreased but we have seen a significant rise in our treatment foster care costs. In addition, the number of children in need of a special education private day placement has increased significantly. Our teams also work to respond to our Courts as they seek input in how to best serve court involved youth and their families. Our CSA staff provide utilization review on all funded services to ensure that our children are receiving the services recommended, that the services are helping families reach identified goals and that the services are cost-effective and end when the goals are met.

Goals:

- Continue training efforts of all CPMT and FAP Team members on CSA state and local policy.
- Increase communication with the courts in order to provide more effective services to children and families in the community.
- Continue to implementation and evaluation of strategic plan goals.
- Continue to participate in Independent Assessment and Care Coordination Team (IACCT) meetings to jointly decide with IACCT and FAPT whether or not residential placement is needed based on the resources in the community.
- Fill vacant Parent Representative and Private Provider seats on CPMT and Augusta County FAPT.
- Effectively monitor the submission of Child and Adolescents Needs and Strengths (CANS) Assessments.
- Maximize use of Medicaid for eligible children in treatment foster care.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$4,585,399	\$5,197,500	\$5,350,000	\$5,000,000	-3.8%
County Transfer	1643,090	1,874,250	1,926,000	1,800,000	-4.0%

***Funding uses CSA reserves.

Service Levels and Performance Measures:

	FY2013-2014	FY2014-2015	FY2015-2016	FY2016-2017	FY2017-2018
Total Children Served	206	199	204	206	205

Accomplishments:

- Held FAPT Training for all FAP Team members to further educate Team members on CSA eligibility, state and local policy and family engagement.
- Streamlined the CSA purchase order and payment process to increase payment timeliness.
- Met with Augusta County Assistant Principals to explain CSA eligibility and available resources.
- Completed data compilation to reflect number of case court ordered to FAPT and services provided.
- Completed Self-Assessment Audit for state office review and validation.

Contact Information:

Crystal Breeden, CSA Coordinator

Location:

Shenandoah Valley Social Services
68 Dick Huff Lane
PO Box 7
Verona, VA 24482

Phone: (540)213-3690

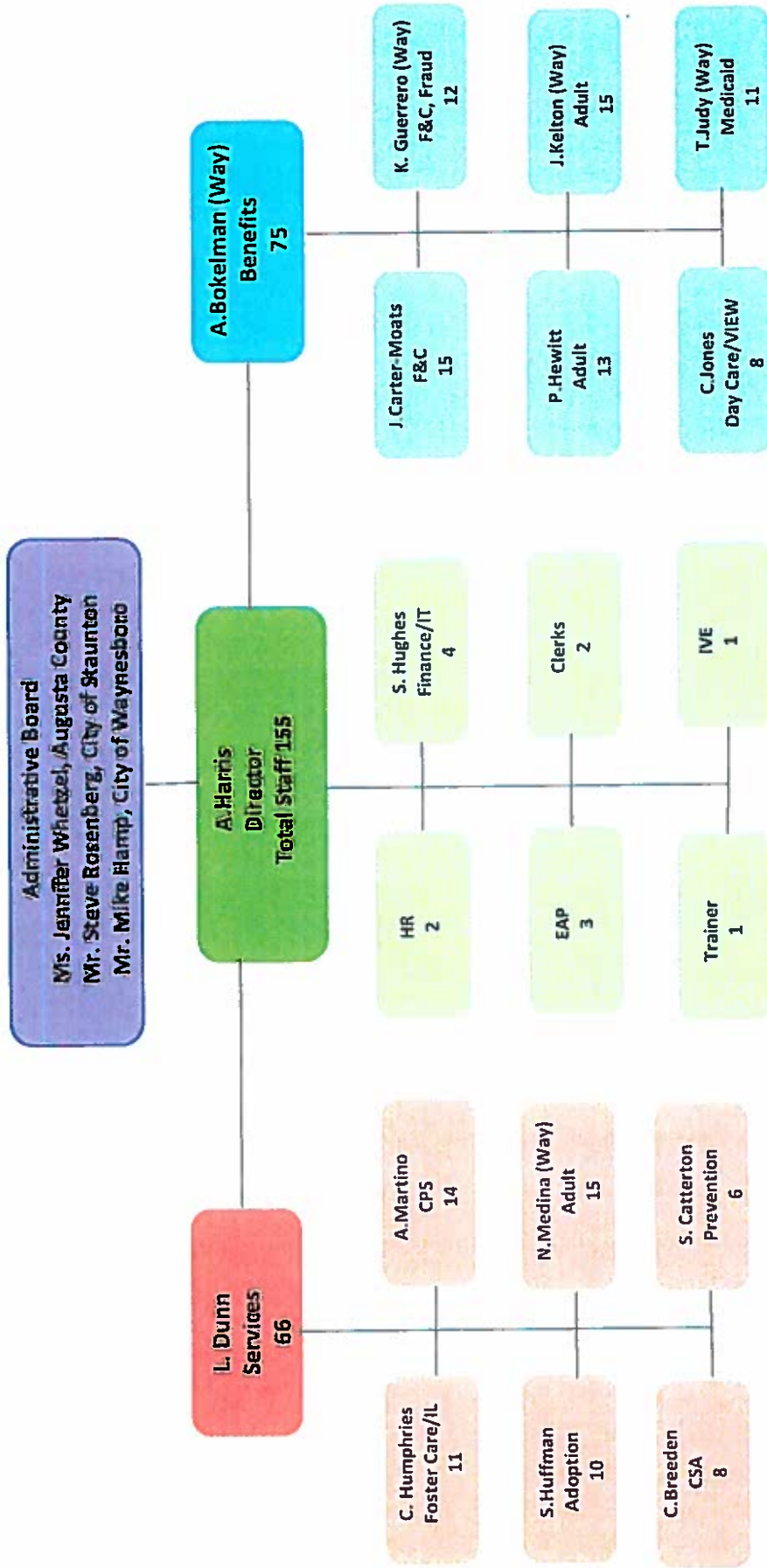
Fax: (540)213-3699

E-mail: crystal.breeden@dss.virginia.gov

Last updated 1/8/19



Shenandoah Valley Social Services Organizational Chart January 2019



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*Worker Counts include supervisors

*Way indicates staff located in Waynesboro Office

(revised 01/03/2019)

Fund 43 – School Nutrition Program

Description:

The School Nutrition Program accounts for all of the operations of the school food services program in the 18 schools. For fiscal year 2019-2020 school food services will be operating in 18 schools. It is an extension of the educational programs of the schools, and is operated under the federally funded National School Lunch Act and Child Nutrition Act. In addition, there is an a la carte food service program available at all schools. This federal program works closely with the County’s Treasurer’s Department to monitor all financial transactions and to develop formal collection procedures.

Goals:

The School Nutrition Program of ACPS will provide students the opportunity to enjoy nutritionally balanced, affordable, and delicious school meals that promote learning readiness and healthy eating behaviors.

To complement and support the education environment through providing students with dining experiences that will provide a social break to the school day in a friendly atmosphere with timely service of healthy choices and a variety of foods prepared and served in a safe manner.

To continue to operate as a self-supporting department within the school system.

Budget Summary:

	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Proposed	% Change from FY2018
Operating	\$4,371,128	\$4,341,380	\$4,074,422	\$4,457,897	9.4%

Employee compensation expenditures for fiscal year 2019-2020 reflect an average 2% salary increase for SNP workers. The projected cost of health insurance premiums for employees is built into the 2019-2020 budget. Meal prices remain unchanged for fiscal year 2019-2020.

Service Levels and Performance:

This federal program provides subsidized and nutritious meals to eligible students at reduced or no cost. In the SY 2017-2018 there were 926,110 student lunches, 761,380 student breakfasts, and 23,558 adult meals served. Augusta County participates in the Shenandoah School Food Buying Co-operative in order to keep costs as low as possible. The Co-operative evaluates, bids, and purchases foods and supplies as one purchasing entity to take advantage of volume pricing. The food service program employs 81 full-time employees and 38 part-time employees. The SNP offers an apprenticeship program that offers on-the-job and classroom training.

Fund 44 – School Capital Improvement Fund

Description:

The School Capital Improvement Fund provides a mechanism by which capital improvement projects are funded. These projects can include the construction and/or renovation of facilities which results in the increased value or increased useful life of such facilities. In addition, funds can be expended for the purchase of school buses, one-time technology upgrades, infrastructure improvements, and major equipment. The nature of these expenditures is non-recurring. The fund serves as a mechanism by which transfers from the County’s School CIP account are made to the school division in order to address major capital needs.

Goals: To provide safe, functional, and properly maintained facilities that properly accommodates the student population while facilitating the educational process.

Budget Summary:

	FY2017-2018 Expenditures	FY2018-2019 Adopted	FY2018-2019 Revised	FY2019-2020 Proposed
Capital	\$8,374,102	\$0	\$431,092	\$362,468

Service Levels and Performance:

The Revised FY19 budget includes \$25,520 in Local Revenues representing payments from the leasing of space at Beverley Manor for the construction of a cellular telephone tower. There is also an allowance for the leasing of the school division’s Educational Broadband Spectrum in the amount of \$15,239. There is a transfer from the County in the amount of \$72,000 for Special Projects at Buffalo Gap which include replacement of the baseball backstop, softball field accessibility, and development of athletic fields near the softball field.

The Revised FY19 expenditure budget includes \$7,486 associated with the technology infrastructure to establish network connections for the Head Start administrative offices which relocated to the Wayne Hills Pre-School Center in Waynesboro. In addition, the relocation of the Head Start administrative offices resulted in \$8,900 and \$5,808 in Building Services Contracted Services and Materials & Supplies, respectively. Building Services Contracted Services also has an expenditure allowance of \$18,100 for the relocation of two modular units to the former Head Start office area to house the new Valley Learning Academy program. The Cassell and Riverheads elementary school construction projects were not completed in FY18, thus there are allowances of \$122,649 and \$46,150 in the Revised FY19 budget to close out these projects. In addition, the Revised FY19 budget has expenditure allowances of \$72,000 for infrastructure improvements at Buffalo Gap and \$150,000 for the addition of restrooms associated with the concession stand at Wilson Memorial High Schools.

The Proposed FY20 budget includes \$11,040 in revenues generated from the cellular telephone tower at Beverley Manor and \$15,658 in revenues from the leasing of the Educational

Broadband Spectrum. There are projected e-Rate revenues in the amount of \$847,001 representing a partial reimbursement of costs associated with the upgrades to the network infrastructure. The network infrastructure upgrade will be a seven-year project with costs of \$362,468 to be incurred in year one (FY20).

Debt Fund

Description:

The Debt Service Fund is used to account for all debt service related costs associated with public school projects and County capital projects.

Budget Summary:

	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Operating	\$9,588,149	\$9,448,654	\$9,432,193	\$8,541,506	-9.6%

Fund 47 – Head Start Fund

Description:

Head Start is a national program administered by the Office of Head Start within the Administration for Children and Families (ACF) office of the U.S. Department of Health and Human Services. The Shenandoah Valley Head Start program is operated by Augusta County Public Schools as grantee. The Head Start program partners with seven public school divisions to provide comprehensive services for low-income children, ages three and four, prior to entry into kindergarten.

In the spring of 2015, Augusta County and Shenandoah Valley Head Start received an **Early Head Start – Child Care Partnerships (EHS-CCP)** grant. This program provides for enhanced full day and full-year services to very young children, aged 6 weeks to 3 years, in community-based licensed childcare settings.

Goal:

The SVHS and EHS-CCP program will provide a program that is aligned to federal regulations and responsive to the economic conditions and corresponding available supporting resources provided by the host public school divisions and communities.

The programs will maintain current instructional, health support, family support, and provide staff training.

The Early Head Start – Child Care Partnerships budget will implement high quality full-day and full-year services focused on overall child development, health promotion, family support, and staff training in the partnership sites.

Head Start and Early Head Start will emphasize school readiness and parent, family and community engagement to support the academic trajectory of children impacted by poverty.

Budget Summary:

	FY2017 – 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 – 2020 Proposed	% Change from FY2018
Head Start Operating	\$2,222,575	\$2,242,386	\$2,351,891	\$2,345,146	-0.3%
EHS – CCP Operating	\$664,006	\$708,576	\$838,234	\$642,747	-23.3%

Employee compensation expenditures for fiscal year 2019-2020 parallel the rate changes for employees in the School Operating budget.

Service Levels and Performance:

In 2018-2019 the Shenandoah Valley Head Start and Early Head Start – CCP provided comprehensive preschool services to 254 Head Start children and 32 Early Head Start children who meet federal poverty criteria for enrollment in the program at no cost to the family. The activities provided include classroom instruction, health services, family and child support, staff development and parent training, acquisition of program technical assistance, and operational and maintenance services. Financial activities include meeting personnel, fringe, contractual, travel, supplies, equipment, and training costs associated with maintaining a regional comprehensive preschool program operating a birth to five continuum that meets the Office of Head Start performance standards.

Fund 48 – Governor’s School Fund

Description:

The Governor's School Fund plays a critical role in enhancing the educational experience students receive. This fund directly supports student participation in curricular and co-curricular activities; updated technology and equipment; and professional development and is designed to meet the unique needs of gifted and highly motivated students. Students may attend in one of two broad curriculum areas: the Arts and Humanities program or the Sciences program.

Goals:

The Shenandoah Valley Governor’s School is dedicated to leadership in innovative instructional practices and effective service to students and teachers. The facility, schedule, teacher-student relationships, organization, and course offerings focus on the special attributes and needs of advanced learners and highly motivated students. SVGS is working to develop creative solutions for current fiscal challenges which offer future opportunities or provide long term possibilities in providing resources for instruction, staff, technology, and capital improvements.

Budget Summary:

	FY2017 – 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Proposed	% Change from FY2018
Operating	\$1,482,502	\$1,634,997	\$1,649,339	\$1,705,658	3.4%

Employee compensation expenditures for fiscal year 2019-2020 parallel the rate changes for employees in the School Operating budget.

Service Levels and Performance:

SVGS is a regional program that will serve 240 high ability students (148 Augusta County) in grades 11-12 from 3 local school divisions. In addition, SVGS provides enrichment and outreach to gifted students in 25 area elementary and middle schools.

County's Capital Improvement Fund

Description:

The County Capital Projects Fund is used to account for the construction or renovation of major capital facilities. These projects include major building repairs such as roofs, repaving of parking lots, replacement vehicles such as fire and rescue apparatus, and construction projects such as landfill expansion. Funding is provided by grants, loan proceeds and a transfer from the general fund.

Budget Summary:

Item	FY2017 - 2018 Expenditures	FY2018 - 2019 Adopted	FY2018 - 2019 Revised	FY2019 - 2020 Recommended	% Change from FY2019
Capital	\$9,490,493	\$4,387,866	\$11,997,656	\$7,808,967	-17.7%
Transfers	2,693,928	2,277,907	2,076,267	1,510,579	-43.9%
Total	\$12,184,421	\$6,665,773	\$14,073,923	\$9,319,546	-23.5%

*** Capital budget includes funding depreciation accounts for future equipment replacements and building improvements. Middle River Regional Jail member buy-in payments are to be appropriated for future expenditures: one-third operating reduction, one-third future expansion savings and one-third County depreciation allocation.

***Transfers are: 1) to cover debt service in Debt Fund, including School Financing, Greenville Sewer, Mill Place Water Tank and Rt. 636 and 2) to fund the School Board's depreciation.

CAPITAL IMPROVEMENT PROGRAM:

- The County will develop a five-year plan for capital improvements and update each annually.
- The County will coordinate the development of the capital improvement budget with the development of the County's operating budget. Future operating costs associated with the new capital improvements will be projected and included in operating budget forecasts.
- The County will maintain all its assets at a level adequate to protect the County's capital investment and to minimize future maintenance and replacement costs.
- The Planning Commission will review and approve the five-year plan before submission to the Board of Supervisors.

See Additional Attachment following the Capital Budget Letter for Capital Projects Detail

Funding sources for capital projects include: cash payments, long-term borrowing, current revenues, grants, private donations, capital leases and various other methods.