



AUGUSTA

COUNTY, VIRGINIA

FY2021-2022 Revised Budget

FY2022-2023 Advertised Budget

Operating and Capital

Prepared by: Augusta County Finance Department

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
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**TUESDAY, MARCH 29 &
WEDNESDAY, MARCH 30, 2022, AT 8:30 A.M.**

- | | |
|-------------------|--|
| 8:30 A.M. | 1. OVERVIEW |
| 9:00 A.M. | 2. FIVE-YEAR FINANCIAL PLAN OVERVIEW |
| 9:30 A.M. | 3. REVENUES |
| 10:00 A.M. | 4. EXPENDITURES |
| 12:00 P.M. | LUNCH – UPSTAIRS KITCHEN |
| 1:30 P.M. | 5. SCHOOL BOARD/AGENCIES BUDGET (UPDATE) |
| 2:30 P.M. | 6. PERSONNEL (CLOSED SESSION) |
| 3:00 P.M. | 7. CAPITAL |
| 4:00 P.M. | 8. TAX RATES/FEES |
| 4:30 P.M. | 9. BUDGET ADVERTISEMENT |
| 5:00 P.M. | 10. ADJOURN |

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MOTION TO GO INTO CLOSED SESSION

March 29, 2022

(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

h: Budget/closed session form

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**BOS Worksession
March 29, 2022**

Recommended budget-General Fund **\$ 112,357,269**

Work session revisions:

Expenditures

FY23 Budget:

94000-70	restore capital funding	\$ 1,078,571
012110-3320	reassessment	529,185
083010-1100	FT 4-H Technician	18,241
31020	2-School Resource Officers	290,000
092040-9999	Contingency	454,324
		<u>\$ 2,370,321</u>

Revenues

Increase in PP values	\$ 2,370,321
	<u>\$ 2,370,321</u>

Total Advertised budget-General Fund **\$ 114,727,590**



Transmittal Section

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COUNTY OF AUGUSTA, VA

18 Government Center Lane
P. O. Box 590, Verona, Virginia 24482-0590
(540) 245-5610



March 29, 2022

M E M O R A N D U M

TO: BOARD OF SUPERVISORS

FROM: Timothy K. Fitzgerald, County Administrator

SUBJECT: **FISCAL YEAR 2022-23 OPERATING BUDGET**

The proposed Fiscal Year 2022-23 budget is submitted for your consideration. 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, American Rescue Plan, Shenandoah Valley Social Services, Children's Services Act (CSA), various Education funds, Debt Service and Capital Improvement.

The total fiscal year 2023 budget is \$112,886,454 which is an increase from the fiscal year 2022 budget in the amount of \$5,733,714 or 5%. In order to fulfill the need of submitting a balanced budget, I have cut \$13,073,746 from agency requests. While these requests were well thought out, there simply was not enough revenue to cover all requests. The spending plan includes funding the core services of local government: public safety, education, cultural, community development and the administrative services to support them.

A Five-Year Financial Plan is included in the budget documentation. The Plan begins with the balanced FY2023 budget, forecasts the growth in revenues and expenditures, especially in the addition of future capital projects, debt service, or operating needs.

Countywide goals from the Board of Supervisors Budget and Priority Worksession on March 9, 2022 are considered in the FY23 balanced budget and the Plan.

REVENUES:

As of January 1st, 2021 the total assessed value of all taxable property in Augusta County was:

REAL ESTATE:	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$7,701,137,548	<u>Levy</u> \$48,517,167
PERSONAL PROPERTY:	<u>Tax Rate</u> \$2.60/\$100	<u>Assessment</u> \$705,930,110	<u>Levy</u> \$18,354,183
	<u>Tax Rate</u> \$2.00/\$100	<u>Assessment</u> \$139,754,180	<u>Levy</u> \$ 2,795,084
PUBLIC SERVICE: REAL ESTATE:	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$459,584,444	<u>Levy</u> \$2,895,382
MOBILE HOMES:	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$35,874,870	<u>Levy</u> \$226,012
MACHINERY & TOOLS:	<u>Tax Rate</u> \$2.00/\$100	<u>Assessment</u> \$264,108,470	<u>Levy</u> \$5,282,169

Levies are increased by estimated growth to arrive at an approximate January 1, 2022 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 \$1,194,457 and \$265,456 respectively for Fiscal Year 2023. Total estimated growth in property tax revenue totals \$2.5 million or 4%. The FY22-23 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¢	= \$778,000
TPP \$2.60	= \$ 72,000
\$2.00	= \$ 14,000

OTHER LOCAL TAXES:

Other local taxes show an estimated growth of \$2.2 million or 12%. This category encompasses 18% of total revenues in the general fund. Consumer spending drives the success of local taxes and due to the stable economy, sales and recordation taxes continue to grow. In FY22, meals and lodging taxes increased from 4% to 6% following changes in Virginia Code and Board of

Supervisor approvals. Business license income continues to be stable. Tax increment financing commitments reduced revenue estimates for other local taxes by \$175,000.

OTHER REVENUES:

For Calendar year 2021, the County issued 840 building permits for a total of \$303 million in value, an increase of 46 permits or 6%, and an increase in value of 252%. The increase was due to location of a large business into the County. Removing this anomaly, growth in other permits was still favorable with an increase of \$51 million or 59% over the prior year.

STATE FUNDING:

State funding is the third largest funding source for the general fund at \$12 million or 11%. Revenues from the Commonwealth show an increase in Compensation Board revenues due to State budget considerations. The State has not reinstated the recordation tax payments of \$200,000 and eliminated the local funding for gaming revenues. Communications tax continues to decline.

FEDERAL FUNDING:

Federal funding remained flat, with funding consisting of payment in lieu of taxes and public safety grants.

EXPENDITURES:

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

REVISED FY22 BUDGET:

The revised budget has adjustments for several expenditures that materialized in FY22. Retention bonuses approved by the Board from American Rescue Plan (ARPA) funding are reflected in salary for each department and an offsetting transfer from ARPA is included in revenues. Adjustments for positions approved by the state and board after FY22 budget approval are included. There have been adjustments due to inflation and increase in fuel costs. Finally, adjustments were made to conserve escrows for Middle River Regional Jail, Children's Services Act (CSA), Shenandoah Valley Social Services and Dependent Care.

PERSONNEL:

Recruitment and retention of the workforce remains a priority. Results of the pay and reclassification for County positions are included in the balanced budget. The balanced budget includes a cost of living and merit increase for full and part-time employees of 3% as of January 1,

2023. The merit component will be based on the fall 2022 evaluations. Health insurance is expected to remain flat for CY2023 and the VRS (Virginia Retirement System) rate for the County employee dropped from 10.69% in FY22 to 10.35% for the first year of the FY22/23 biennium.

Departments requested twenty-eight positions in FY2023. A temporary part-time J&D Clerk is included in the balanced budget.

EDUCATION:

Education remains a priority in this balanced budget. The County's FY23 budget includes a proposed direct operating transfer to the School fund in the amount of \$47,743,342 which includes \$1,614,690 in new revenue from the shared revenue growth formula. School bus funding of \$1,080,000 approved in FY2020 will continue to be transferred to the School Capital Improvement Fund in FY2023. Debt service for education is funded at the \$7,256,250, which was approved by the Board in 2003.

GENERAL GOVERNMENT:

General Government includes all County departments. In the balanced budget, non-payroll expenditures for departments show an increase over previous year's budget expenditures due to inflation and fuel costs. Other increases include the effect of the addition of precincts due to redistricting, increase in maintenance service contracts, training for new employees, additional funding in State library grant, contractual training for fire & rescue, and reinstating the retiree health insurance subsidy. Tourism funding increased due to State Code requirements.

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 percent (35.5%). Utilities, medical, supplies and food expenditures all rise with the increase of population. Staff has prepared a cash flow summary of the jail reserve account and the use of these reserves will only be available for FY2023. The funding plan of the last decade is no longer feasible and a portion of capital funding is currently allocated to the jail's reserve. Increases were made to other regional entities that serve the citizens of Augusta County, including the Office on Youth, Shenandoah Valley Animal Services Center, Regional Landfill, Health Department, Valley Community Services Board, BRITE Transit, and CAP-SAW.

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 be substantial due to the number of children coming into care and who need specialized education services. The FY2023 budget includes the use of the CSA reserve in the amount of \$410,000.

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.

Although the budget is balanced, it should be noted that it is balanced using a reduction in the capital transfer in the amount of \$1,078,571. American Rescue Plan (ARPA) funds can replace the reduction in one-time capital purchases as the purchases are approved. Since ARPA funding is a one-time funding source, additional revenue will be needed in the future budget years to continue to offset this reduction in capital for operating budget needs.

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 Misty Cook and Jennifer Whetzel 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.

G:BUDGET/BUD23

December 22, 2021

MEMORANDUM

TO: Timothy K. Fitzgerald

RE: Proposed FY2022-23 Budget Calendar

Department Requests to County Administrator	2/7/22-2/23/22
Board of Supervisors Work Session	3/29/22
Advertise Budget 15.2-2506	4/7/22
Public Hearing 15.2-2506	4/13/22 or 4/20/22 <i>Special Meeting</i>
Adopt Budget 15.2-2503	4/27/22 or 5/4/2022 <i>Special Meeting</i>

Original: 12/22/2021, edited 1/5/22, 1/11/22 1/12/22

County of Augusta - PROPOSED

**SUBJECT: Classification Assignment
by Range**

EFFECTIVE DATE 7-1-2022

<u>GRADE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>	<u>CLASS TITLE</u>
12	25,854	40,184	Library Aide
13	27,162	42,100	Lead Custodian Library Station Manager Custodian/Mailroom Assistant Lead Custodian/Foreman
14	28,536	44,353	Mailroom Coordinator/Custodian Receptionist/Office Assistant I Office Assistant II Assistant Registrar - PT
15	29,983	46,600	Library Assistant I Sign Technician Caretaker Coordinator
16	31,501	48,959	Library Assistant II/Library Station Mgr. Library Assistant II Library Assistant II/Asst. Branch Mgr. Systems Technician I Accounting Clerk I Office Assistant III
18	34,772	54,041	Tax Collector I Tax Examiner I Systems Network Technician Systems Technician II - Library

GRADE	MINIMUM	MAXIMUM	CLASS TITLE
19	36,530	56,778	Tax Collector II Tax Examiner II Chief Deputy Register Administrative Secretary Permit Specialist
20	38,379	59,654	Accounting Clerk II Accounts Receivable/Ambulance Coder Human Resources Technician Mapping Technician Maintenance Worker Grounds & Park Facility Maintenance Worker Executive Secretary Legal Assistant PC/Network Technician I
21	40,321	62,671	Tax Examiner III Zoning Technician/Inspector I Accounting Technician Paralegal - CWA Environmental Inspector I Combination Inspector Programs Coordinator I Park Coordinator GIS Systems Technician Librarian I Librarian I – Fishersville Manger Teen Services Librarian IT Specialist – Library Branch Library Manager
22	42,363	65,845	Senior Purchasing Assistant Accounting Specialist Human Resources Specialist Zoning Technician/Inspector II Programs Coordinator II Land Use Coordinator

GRADE	MINIMUM	MAXIMUM	CLASS TITLE
23	44,506	69,176	Planner I Environmental Inspector II PC/Network Technician II Subdivision Administrator Executive Assistant Marketing Coordinator Librarian II – Youth Services Librarian II – Adult Services
24	46,758	72,678	Senior Inspector Building Maintenance Supervisor Grounds & Park Facilities Supervisor Recreation Manager Parks Service Manager Tax Supervisor
25	49,130	76,357	GIS Specialist PC/Network Analyst
26	51,613	80,222	Accountant Real Estate Assessor Systems Analyst - COR
27	54,229	84,284	Business Auditor Project Manager IT Project Manger AS400 Manager MS 4 Program Coordinator/Environmental Programs Manager
28	56,972	88,551	Assistant Library Director Civil Engineer Chief Deputy Treasurer
29	59,821	92,979	Planner II

GRADE	MINIMUM	MAXIMUM	CLASS TITLE
30	62,887	97,742	Emergency Management Coordinator Zoning Administrator Technical Support Manager Communications Manager
31	66,030	102,628	Attorney - CWA
32	69,331	107,764	Building Official
33	72,799	113,149	County Engineer Senior Planner Assistant County Attorney
34	76,618	119,087	Real Estate Manager
35	80,450	125,043	Chief Deputy Commissioner of Revenue
36	84,471	131,294	Director of Information Services Director of Parks & Recreation Director of ECC Director of Facilities Management Library Director
37	88,750	137,940	Chief of Fire Rescue Director of Finance Assistant County Administrator Director of Community Development Director of Human Resources Director of Economic Development & Marketing
40	102,739	159,683	Deputy County Administrator

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>
HR	1	HR Technician (Grade 19)	\$ 38,356.50	\$ 16,603.52	\$ 54,960.02	-
Treasurer	1	Tax Collector I (Grade 16)	\$ 31,501.00	\$ 15,216.65	\$ 46,717.65	
Registrar	1	Assistant Registrar - PT (Grade 14)	\$ 28,536.00	\$ 14,616.83	\$ 43,152.83	
Clerk of the Circuit Court	1	Historical Records Activist	\$ 40,000.00	\$ 16,936.00	\$ 56,936.00	
Sheriff	1	Training Sgt.	\$ 65,000.00	\$ 21,441.00	\$ 86,441.00	-
	1	Evidence Sgt.	\$ 65,000.00	\$ 21,441.00	\$ 86,441.00	-
	2	Deputy	\$ 92,000.00	\$ 35,517.60	\$ 127,517.60	-
	1	P/T-Evidence Room Assistant	\$ 35,000.00	\$ 2,677.50	\$ 37,677.50	-
Fire & Rescue Training	2	Trainer (Grade 24)	\$ 93,516.00	\$ 39,211.00	\$ 132,727.00	-
Building Inspections	1	Permit Specialist (Grade 18)	\$ 34,772.00	\$ 15,878.38	\$ 50,650.38	-
Parks & Recreation	1	Program Coordinator (Grade 20) Start in September 2022	\$ 38,379.00 \$ (9,595.00)	\$ 16,608.07 \$ (1,941.07)	\$ 54,987.07 \$ (11,536.07)	-
Library	1	Library Aid (Grade 10) @ Stuarts Draft (P/T)	\$ 16,394.56	\$ 1,254.18	\$ 17,648.74	-
Community Development	1	Environmental Inspector (Grade 20)	\$ 38,379.00	\$ 16,608.07	\$ 54,987.07	-
	13	School Resource Officers		\$	\$ 851,747.00	
Total	28		\$ 607,239.06	\$ 232,068.73	\$ 1,691,054.79	-

* Request PT positions to FT status

** Request for promotion of existing staff

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Five Year Financial Plan

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COUNTY OF AUGUSTA, VA FIVE YEAR FINANCIAL PLAN

Executive Summary

Five Year Outlook

The Board met on March 9, 2022 to review priorities, as well as other financial and service delivery needs. Other concerns closely mirror the original list established in February 2021 as part of a strategic planning exercise.

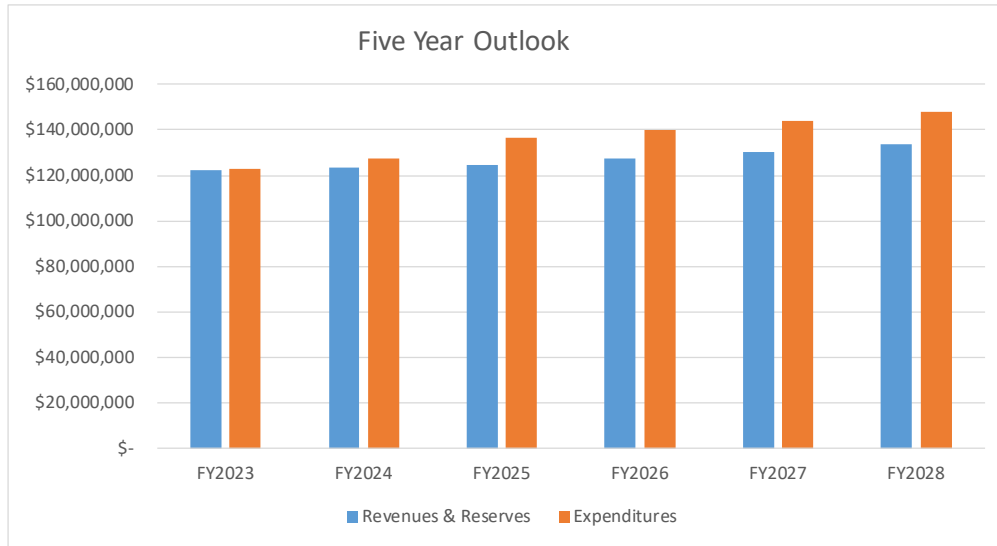
- Most departments are experiencing the need for recruitment and retention efforts;
- Most departments are experiencing the need for additional staffing to meet day-to-day operations;
- Proactive communications;
- Compliance with laws, mandates and policy;
- Operating and capital projects;
- Service expansion; and
- Long term funding concerns.

The Board consensus was to focus on recruitment and retention of staff as a budget priority for the upcoming budget. This includes consideration of a pay and reclassification plan for all County staff.

The strategic planning exercise identified that the core services of government focused on public safety, education and maintenance of county assets. One of the goals noted is to prepare a financial plan. A Five Year Financial Plan will provide the basis for funding the priorities that will assist in serving the public need.

The exercise of a Five Year Forecast allows decision makers to see the areas of need and plan a way for corrective action.

Over the next five years, the County will experience a continued growth in revenues. Nonetheless, the Five Year Financial Plan shows the cost of County services is projected to steadily outpace revenue growth during the five year period. If the County does not take corrective action, the gap between revenues and expenditures will rise from \$4 million to approximately \$15 million from FY 2023-24 to FY 2027-28.



	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Revenues & Reserves	\$ 122,491,337	\$ 123,264,936	\$ 124,557,071	\$ 127,306,690	\$ 130,490,849	\$ 133,541,913
Expenditures	\$ 123,020,522	\$ 127,259,568	\$ 136,261,527	\$ 140,044,797	\$ 144,005,214	\$ 148,075,016

Overall increases in expenditures in the next five years are based on historical growth, market adjustments, additional staffing, and capital expenditures that are on the horizon. Employee wages and benefits make up over 25% of total general fund expenditures, growing from \$32 million to \$41 million in the next five years, or 28%. A portion of this growth includes a County-wide pay and reclassification plan to adjust wages to the current job market. Other costs projected to increase include: Other Charges (\$551,000, 10%) Professional & Contractual Services (\$1.3 million, 25%); Materials & Supplies (\$308,000, 10%); Contributions (\$3.9 million, 53%); Transfers to other funds (\$5.4 million or 10%); and Capital and Debt Service (\$4.5 million, 42%). Total General Fund expenditures are projected to grow \$25 million over the five year period, or 20%. To put this in context, expenditures grew \$18 million or 29% from FY 2016 to FY 2021. A portion of future growth is due to the inability to continue the practice of funding some operations from reserves.

Major capital projects taking place over the next five years include construction of a new courthouse facility, renovations and addition to the Middle River Regional Jail, upgrading the current 911 system to a P25 digital platform, and replacement of apparatus, equipment and financial software that has reached the end of life. Debt service for the courthouse project is added to the forecast in FY 2025 and additional contributions for jail funding are estimated to begin in the same year. The radio project and replacement of equipment are estimated to be funded from the current capital allocation, therefore are not included as an additional expenditure in the plan.

In contrast, total General Fund revenues are projected to grow only \$11 million over the same period, or 9%. In comparison, revenues grew \$22 million or 25% from FY 2016 to FY 2021, including a 5 cent increase in the real estate tax rate in 2018, a reassessment with nominal growth in 2019, and a 10 cent increase in personal property for vehicles in 2021. Future projections of property taxes in the Plan do not include increases in tax rates.

Strategies to Restore Fiscal Stability

Despite these challenges, if the County takes proactive action to address the imbalance between revenues and expenditures, it can begin to restore stability to its finances over the next five years and also prepare for future economic downturns. The plan provides the following scenario to restore fiscal stability:

Proposed Financial Strategies	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	REMAINING
Surplus/(Shortfall) from Master Financial Schedule	\$ (3,994,632)	\$ (11,704,456)	\$ (12,738,107)	\$ (13,514,365)	\$ (14,533,103)	
USES						
Courthouse Project	\$0	\$3,440,526	\$3,440,526	\$3,440,526	\$3,440,526	
Contribution – MRRJ	0	543,355	543,355	543,355	543,355	
Reinstate Capital Funding	0	1,078,571	1,078,571	1,078,571	1,078,571	
Baseline Growth	3,994,632	6,642,004	7,675,655	8,451,913	9,470,651	
Total Expenditure Growth beyond forecasted revenue	\$3,994,632	\$11,704,456	\$12,738,107	\$13,514,365	\$14,533,103	
SOURCES						
Real Estate Tax	\$1,556,000	\$3,112,000	\$3,890,000	\$4,668,000	\$5,446,000	
Personal Property – Vehicles	2,880,000	2,880,000	2,880,000	2,880,000	2,880,000	
Reassessment Growth – Estimated	0	2,579,000	2,579,000	2,579,000	2,579,000	
Total Revenue per Funding Scenario	\$4,436,000	\$8,571,000	\$9,349,000	\$10,127,000	\$10,905,000	
Total Expenditure Growth beyond forecasted revenue	\$441,368	(\$3,133,456)	(\$3,389,107)	(\$3,387,365)	(\$3,628,103)	
CENTS/\$100						
	SCENARIO					
Real Estate Tax	\$0.02	\$0.02	\$0.01	\$0.01	\$0.01	\$0.04
Personal Property – Vehicles	\$0.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Note: These are strategies, not official Board of Supervisor action to increase taxes. The Board would need to consider tax rates during a future annual budget process.

These strategies represent ambitious but achievable targets so the County can begin developing revenue, savings, and operational proposals that may require multi-year planning efforts. There remains a significant amount of work and planning by County departments and policy makers to develop more detailed plans to implement these strategies. Policy makers also have the authority to implement changes in revenue streams and the policies that surround them.

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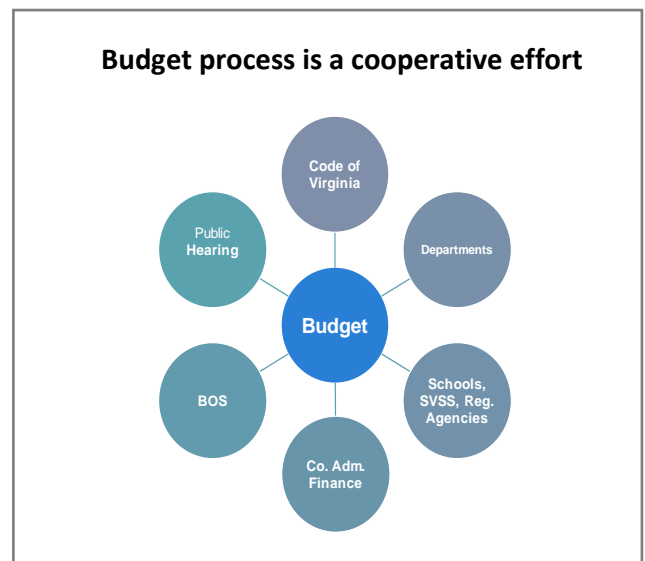
COUNTY OF AUGUSTA, VA FIVE YEAR FINANCIAL PLAN

Five Year Outlook and Proposed Fiscal Strategies

Purpose of the Plan

The Five Year Financial Plan is a component of a comprehensive effort by the County to improve its long-range financial management and planning. To this end, the County is currently implementing the following strategies:

- **Annual Balanced Budget:** The County follows the guidelines set forth in the Code of Virginia in preparing the annual budget. County departments, the School Board, Constitutional offices and Regional agencies draft a spending plan relative to their needs. County Administration and Finance balances the budget utilizing existing revenue sources and reserves. The Board of Supervisors seeks public input and determines if additional funding sources are required to meet service demands.
- **Capital Planning:** The Capital Improvement Plan offers a systematic approach to planning and financing capital improvements. A minimum general fund appropriation has been established over time by the Board of Supervisors for annual capital funding. Revenue sources are earmarked for capital, including local taxes such as consumer utility, business license and meals, and property tax rate or assessed value increases. Other revenue sources include year-end fund balance, state and federal grants and debt service. The appropriation is allocated to savings for replacement of apparatus, computers, and vehicles, as well as construction and regional projects.
- **School Revenue Sharing and Debt Service Funding:** Annual school funding is calculated through growth in non-categorical general fund revenues. School Debt Service funding is provided by the general fund and capped at an established amount. School capital improvements are planned within the annual debt service funding available.
- **Formal Financial Policies:** The County has adopted Finance Policies to assist the Board of Supervisors in maintaining fiscal stability and accountability in the use of its resources to provide services to the citizens. Policies provide guidance on investments, budget, audit, debt, grants and fund balance allocations.
- **Pay & Reclassification Analysis:** The County prepares an analysis of pay grades in relation to the local market every few years. Job duties are taken into consideration. The budget will reflect the adjustments needed.



Multi-year forecasting is a best practice for all governments. The five year plan process is designed to enhance the County's ability to identify the key components in County revenues, expenditures, and needed public services. Increased service demands and large capital projects are drivers in the need for additional revenue sources. Overall, the County will minimize volatility by looking beyond the typical budget horizon, and balance revenues with public service delivery that citizens can expect and rely on. Board of Supervisors' priorities will also be achieved.

The Five Year Financial Plan will help identify the need for action over the next five years. Using the detailed revenue and expenditure forecasts and analysis of the effects on public services, the County can institute changes that will minimize volatility, discontinue reliance on operational reserves, and right-size public services. Some changes require longer lead times including changes to facilities, workforce, and service mix.

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Five Year Outlook for General Fund Supported Operations

Economic Projections: Over the next five years, revenue projections assume a continued increase in tax revenues based on slow, but steady growth in property values and the local economy. The County's property tax, sales tax and other tax bases retained more of their original value than anticipated as the COVID-19 pandemic ends, and are projected to grow steadily as the economy recovers. This good news contributes to the County's relative stability and capacity to deliver public services, finance infrastructure improvements, and stay an attractive market and an appealing place to live, work and visit. December 2021's unemployment rate was 2.1%, a drop of 1.2% from December 2020, and less than the State average of 2.7%. A few local tax revenues affected by the COVID-19 pandemic have shown recovery as tourists are comfortable enough to resume travel.

The current economic climate has similarities with the years before the Great Recession of 2009. The housing market shows rising values, partly due to lack of inventory. Personal property values on vehicles are currently high due to supply chain issues. Inflation, particularly gas prices, has grown over the past year. These factors contributed to the country going into a recession in 2009. The County revenues dropped significantly during that time. Nationally, lessons learned from the Great Recession allowed for corrections in mortgage lending. The possibility of a recession is not reflected in this Plan, but it is worthy to note that there is potential for such an occurrence.

Summary of 'Base Case' Projections and Findings: For several years the County has managed to provide a balanced budget while the gap between revenues and expenditures has persisted and grown. In each of the most recent budget cycles, the County has had to close projected deficits utilizing reserves. For example, in the proposed FY 2023 budget, \$3.6 million in reserves are used to fund more than 3% of General Fund-supported services. A substantial proportion of budget-balancing efforts have been made by baselining current expenditures and limiting the addition of new requests. Due to revenue constraints, the underlying problem of not funding new or more improved services has not been fully addressed. This includes hiring additional staff that is needed.

Similarly, the five year projections shown in the table below portray a significant gap between projected revenues and expenditures over the period, if current service levels and policies are continued—this is the 'base case.' The base case projection starts with what the County's spending looks like as of the proposed FY2023 budget and estimates all of the significant changes that are known in the coming five year time horizon. From today's public service levels, the projection adds known revenue and expenditure changes in all areas where there is reasonable information or basis for a projection.

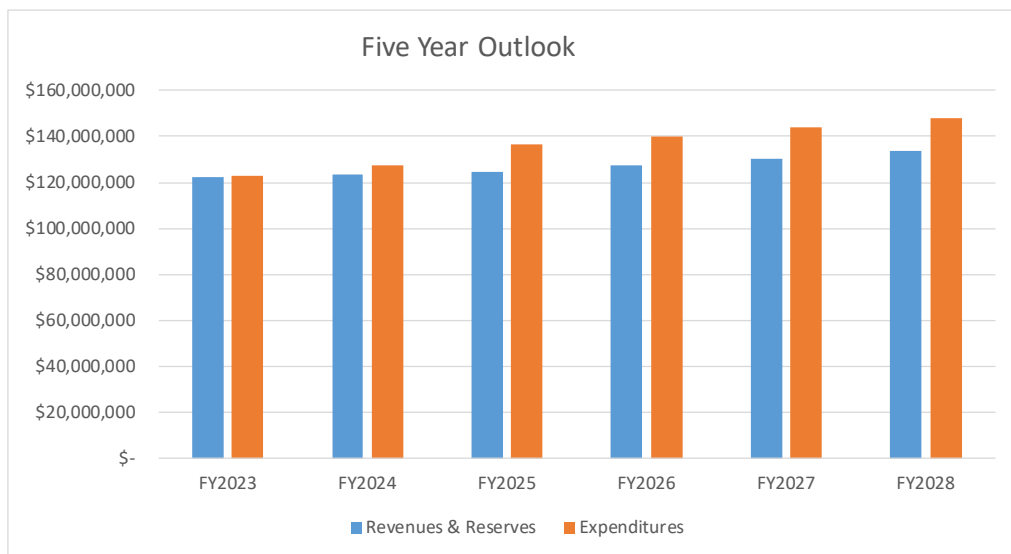
For example, the County will be required to reassess real estate in FY 2023 and FY 2024, therefore the cost of a contractor is factored into those years. Other areas are less clear—for example the change in employee benefit costs for retirement (Virginia Retirement System or VRS) and health insurance or the cost of fuel. These changes are much less predictable, but are modeled as much as possible.

On the revenue side, all reasonably known and expected changes in the period are included in the

projections. This includes slowly increasing general tax revenue, such as property, business and sales tax, known changes in state and federal revenues, and changes in projected fees that track the economy, such as building inspection and planning fees.

The County’s base case shows the cost of County services is projected to steadily outpace revenue growth during the five year period. The gap is attributable to some clear factors; labor costs are preliminarily projected to increase at the rate of 5% on average during the period, while health benefit costs have higher growth rates— more than 5% on average each year— due to actual and projected medical inflation rates higher than the Consumer Price Index (CPI). Labor costs account for over one fourth of the annual budget. Most other operating expenditures are preliminarily projected to grow at the rate of inflation or historical averages, though the plan adds detailed projections for some areas of known cost.

With these growth rates, if the County does not take corrective action, the gap between revenues and expenditures will rise from \$4 million to approximately \$15 million from FY 2023-24 to FY 2027-28.



	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Revenues & Reserves	\$ 122,491,337	\$ 123,264,936	\$ 124,557,071	\$ 127,306,690	\$ 130,490,849	\$ 133,541,913
Expenditures	\$ 123,020,522	\$ 127,259,568	\$ 136,261,527	\$ 140,044,797	\$ 144,005,214	\$ 148,075,016

Details are reflected in the Master Financial Schedule on the following page.

Master Financial Schedule	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
SOURCES						
Property Taxes	\$ 73,057,872	\$ 74,226,883	\$ 76,152,932	\$ 77,435,442	\$ 79,103,292	\$ 80,461,330
Local Taxes	20,333,080	21,295,882	22,323,063	23,419,899	24,592,170	25,846,214
Licenses, Permits & Fees	634,000	672,040	712,362	755,104	800,410	848,435
Fines, Forfeitures & Penalties	291,150	311,531	333,338	356,671	381,638	408,353
Interest & Investment Income	320,000	352,000	387,200	425,920	468,512	515,363
Rents & Sale of Surplus	384,684	396,225	408,111	420,354	432,965	445,954
Charges for Services	2,753,959	2,809,038	2,865,219	2,922,523	2,980,974	3,040,593
Miscellaneous	5,000	5,000	5,000	5,000	5,000	5,000
Recovery of Government Costs	159,900	121,093	129,570	138,639	148,344	158,728
State Revenue	12,170,239	12,170,239	12,170,239	12,170,239	12,170,239	12,170,239
Federal Revenue	947,129	947,129	753,975	753,975	753,975	753,975
Total Revenues	\$ 111,057,013	\$ 113,307,060	\$ 116,241,009	\$ 118,803,766	\$ 121,837,519	\$ 124,654,184
Transfers-In						
Revenue Recovery	1,241,376	1,390,341	1,557,182	1,744,044	1,953,330	2,187,729
Capital	58,880	58,880	58,880	58,880	-	-
Total General Fund Resources	\$ 112,357,269	\$ 114,756,281	\$ 117,857,071	\$ 120,606,690	\$ 123,790,849	\$ 126,841,913
Fund Balance	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000
Reserves	3,634,068	2,008,655	200,000	200,000	200,000	200,000
Grand Total Sources	\$ 122,491,337	\$ 123,264,936	\$ 124,557,071	\$ 127,306,690	\$ 130,490,849	\$ 133,541,913
USES						
Salaries & Wages	\$ 23,528,020	\$ 24,704,421	\$ 25,939,642	\$ 27,236,624	\$ 28,598,455	\$ 30,028,378
Fringe Benefits	8,793,660	9,233,342	9,695,010	10,179,762	10,688,750	11,223,186
Other Charges	5,294,748	5,400,643	5,508,656	5,618,829	5,731,206	5,845,830
Professional & Contractual Services	5,194,859	5,750,705	5,923,226	6,100,923	6,283,950	6,472,469
Materials & Supplies	2,954,714	3,013,808	3,074,084	3,135,566	3,198,277	3,262,243
Capital Outlay	246,493	263,748	282,210	301,964	323,102	345,719
Capital	3,300,738	3,704,379	4,890,360	5,628,972	5,712,322	7,485,475
Debt Service (General Fund)	7,320,527	7,013,409	10,345,586	9,606,287	9,523,187	7,672,747
Contributions	7,447,676	8,192,444	9,555,043	10,101,212	10,701,997	11,362,862
Transfers Out						
Revenue Recovery	160,000	160,000	160,000	160,000	160,000	160,000
Shenandoah Valley Social Services	1,495,745	1,525,660	1,556,173	1,587,297	1,619,042	1,651,423
Children's Services Act	1,960,000	2,018,800	2,079,364	2,141,745	2,205,997	2,272,177
School Fund	47,743,342	48,698,209	49,672,173	50,665,616	51,678,929	52,712,507
School Capital Improvement	1,080,000	1,080,000	1,080,000	1,080,000	1,080,000	1,080,000
Fund Balance	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000
Grand Total Uses	\$ 123,020,522	\$ 127,259,568	\$ 136,261,527	\$ 140,044,797	\$ 144,005,214	\$ 148,075,016
Surplus/(Shortfall)	\$ (529,185)	\$ (3,994,632)	\$ (11,704,456)	\$ (12,738,107)	\$ (13,514,365)	\$ (14,533,103)
Note: Use of fund balance for reassessment costs FY23.						

The Code of Virginia requires that each year’s budget be balanced. Balancing the budget will require a combination of expenditure reductions and/or additional revenues. Strategies and proposed solutions to address these issues, as well as the public service effects of these challenges, can be found below.

Detail of Base Case Countywide Revenue Projections:

Assumptions of Percentage Change in Major General Fund Revenues						
	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast	FY 2028 Forecast	5yr average
Property Taxes	2%	3%	2%	2%	2%	2%
Local Taxes	5%	5%	5%	5%	5%	5%
Licenses, Permits & Fees	6%	6%	6%	6%	6%	6%
Fines & Forfeitures	7%	7%	7%	7%	7%	7%
Interest & Investment Income	10%	10%	10%	10%	10%	10%
Rents & Sale of Surplus	3%	3%	3%	3%	3%	3%
Charges for Services	2%	2%	2%	2%	2%	2%
State Revenue	0%	0%	0%	0%	0%	0%
Federal Revenue	0%	-20%	0%	0%	0%	-4%
Recovery of Government Costs	-24%	7%	7%	7%	7%	1%
Transfer from Revenue Recovery	11%	12%	12%	12%	12%	12%

Source: Master Financial Schedule

- Property Taxes:** The base case projections assume the property tax assessments will grow an average of 1.6% for real estate, 4% for vehicles and 1.5% for other business personal property. These averages are based on historical experience from 2012 as a base tax year to 2021, the last completed tax year. Historic property value assessment increases are used in lieu of property tax collections, as any change in the tax rate in past years would generate an average increase that is overstated. Public service corporation real estate is assessed by the State Corporation Commission and follows the annual sales assessment ratio percentage, which declines as the assessment moves away from the fair market value. An estimate of 5% reduction per year is included in years that are after the reassessment year of January 1, 2024, with that year being estimated at 100% of fair market value. Overall, property taxes are estimated to increase by 2-3% per year in the financial plan, barring any further actions by the Board of Supervisors to add revenue.
- Local taxes:** Taken together, this group of locally generated revenues is projected to increase by 5% per year. Each component of local taxes was estimated to increase by its respective historical average increase. The County increased meals and lodging taxes from 4% to 6% effective July 1, 2021 and a cigarette tax was established with a rate of 15 cents per pack and effective date of January 1, 2022. The FY 2023 budget reflects these additional revenues.
- Licenses, Permits and Fees:** These locally-controlled revenues are projected to grow by 6% per year based on historical averages. The fees are volatile from year to year, as large construction projects

may come and go from year to year. In FY 2022, The Board approved fee increases for permits and fees which are reflected in the FY2023 budget.

- Interest & Investment Income:** Interest earned on bank deposits for County investments reduced significantly due to rate changes during the pandemic. A modest increase of 10% per year is proposed, as it appears from some guidance that rates may rise, but will numerically remain low for the indeterminate future. Please note that this increase may seem high, but it is not significant in relation to the percentage of interest earned on our deposits (less than 1%). Revenue has varied from -35% to +51% over a historical five year period, so it is hard to predict. Losses in FY 2021 and continuing into FY 2023 total over \$500,000.
- State and Federal Revenues:** Overall, State and Federal revenues are assumed to be roughly flat or declining during the period. The State budget did offer an increase in Compensation Board revenue in FY 2023. However, this increase was offset by a reduction in recordation revenue in FY 2021 that was not restored. Federal revenues will drop in FY 2025 due to the completion of a Federal grant held by the Commonwealth Attorney’s office. Payment in-lieu of taxes for Federal lands within the County has been fully funded by the Federal government in recent years and is estimated to continue.

Detail of Base Case Countywide Expenditure Projections:

Assumptions of Percentage Change in Major General Fund Expenditures						
	FY 2024 Forecast	FY 2025 Forecast	FY 2026 Forecast	FY 2027 Forecast	FY 2028 Forecast	5yr average
Salaries & Wages	5%	5%	5%	5%	5%	5%
Fringe Benefits	5%	5%	5%	5%	5%	5%
Other Charges	2%	2%	2%	2%	2%	2%
Professional & Contractual Services	3%	3%	3%	3%	3%	3%
Materials & Supplies`	2%	2%	2%	2%	2%	2%
Capital Outlay	7%	7%	7%	7%	7%	7%
Capital	12%	32%	15%	1%	31%	18%
Debt Service	-4%	48%	-7%	-1%	-19%	3%
Contributions	10%	17%	6%	6%	6%	9%
Transfers	2%	2%	2%	2%	2%	2%

Source: Master Financial Schedule

- Salary & Wage Costs:** This report projects General Fund supported salary and fringe benefits to increase from \$32 million in FY 2023 to \$41 million in FY 2028, an increase of \$9 million or 28%. This growth reflects the annualization of positions added in prior fiscal years, pay and reclassification adjustments and employee raises or bonuses. The annual increase for salaries and wages is projected to be 5% for each year of the plan. As the County did not receive the SAFER grant mentioned in the prior Five Year Financial Plan, 15 EMS only positions were added in the FY2022 budget.

- **Fringe Benefits:** Fringe benefits include employer contributions for taxes for social security and Medicare, VRS, and health insurance. VRS rates are calculated on a bi-annual basis and are affected by actuarial studies for the pool of employees as well as the strength of investment earnings. Rates have fluctuated from 12.55% in FY 2015 to 10.35% in FY 2023. The County is part of the SAW Health Insurance consortium and is self-insured, whereby all claims are paid from premiums with the exception of those that meet stop-loss thresholds. Health insurance increases have fluctuated from 0% in FY 2023 to upwards of 17.1% in FY 2017. A health insurance reserve account is held within the general fund, and assists in leveling the effect of premiums in the budget. The proposed FY 2023 budget includes the use of the reserve. The annual increase for fringe benefits is projected to be 5% for each year of the plan, or \$2.4 million (28%).
- **Baseline Requirements:** Non-employee and non-capital costs to operate government are included in the plan. Other charges consist of insurance, utilities, postage, dues and training. Professional and contractual services consist primarily of maintenance service contracts, audit services, solid waste and recycling hauling and reassessment services. Materials and supplies include office supplies, as well as vehicle fuel and maintenance and supplies specific to departmental functions. Capital outlay is nominal, and includes new capital purchases, some of which will be added to depreciation for future replacement. Historical averages for these groups are used to predict future growth in the expenditures and will capture the potential changes in costs due to the bettering of equipment over time. Cost of operations will increase \$2.2 million in the five year period. Included in this increase is a placeholder was added in FY 2023 and FY 2024 for a contract for the reassessment, a total of \$929,000.
- **Contributions:** This category includes support of volunteer fire and rescue agencies, juvenile detention home and regional jail. Perhaps the most significant increase in costs in the past five years and next five years is the support of local and regional agency funding, from \$3.9 million in FY 2015 to \$6.7 million in FY 2021. Jail contributions alone accounted for \$1 million of this increase and will continue to rise to safely accommodate the number of inmates housed. The County utilizes reserve funding to alleviate the effect of the contributions on the general fund, but this practice will not be feasible to continue into the unforeseeable future. In the proposed FY 2023 budget, \$2.6 million of the \$5.2 million estimated contribution will be funded by reserves, leaving little in the account to offset future contributions. Action in relation to jail contributions is needed immediately. The plan designates contribution expenditures at an estimated increase of 10% per year, based on historical data. In FY 2025, additional jail contribution is added based on data provided for the future renovation and addition to the facility. In FY 2025, this amount adds \$543,000 to expenditures.
- **Capital and Debt Service:** The capital transfer in the forecast is held at the current Board of Supervisors approved appropriation adjusted for the school debt service funding formula, including the middle school projects in FY2024. Debt service in the plan is based on amortization schedules for debt funded by the general fund. Capital and debt service is fairly static from year to year until the addition of \$3.5 million estimated for Courthouse debt in FY 2025. A reduction in the approved capital transfer of \$1.1 million in FY 2023 to bridge funding for pay and reclassification adjustments is added in FY 2025. There

still remains \$1.7 million in reoccurring capital funding need to fully refund the capital account, which is not incorporated into this five year plan.

- **Transfers:** Funds for revenue recovery are set by policy and the school capital transfer is for annual school bus purchases. Transfers to Shenandoah Valley Social Services and Children’s Services Act are increased by historical averages and without the use of reserves. The School Fund transfer is based on historical average increases, but will be affected by any changes in revenue per the funding formula.

Strategies to Restore Fiscal Stability

Financial stability is central to the County’s ability to provide services to the public. The projections in this plan illustrate the importance of developing and implementing multi-year strategies to correct the projected imbalance between expenditures and revenues. Actions taken in earlier years of the planning horizon can play a significant role in reducing projected future year deficits. The financial strategies outlined below provide a framework intended to meet key financial goals for the County during the coming five years: to reduce reliance on reserves for operating expenditures, to incorporate debt service and operation expenditures for large capital projects into the budget, and to manage service delivery expectations across all departments. There remains a significant amount of work and planning by County departments and policy makers to develop more detailed plans to implement these strategies. The goal of the proposed strategies is to set ambitious, but achievable targets so the County can begin developing revenue, savings and operational proposals that may require multi-year planning efforts. This is a process that will need attention annually.

Additional tax, fee, and other operating revenue. By far, the most significant factor in increased revenue is fostering a healthy economic climate, where growth in economic activity drives growth in revenues. In the base case projections above, the Five Year Financial Plan assumes \$11 million in base revenue growth over the coming five years. This growth plays a significant role in reducing projected imbalances between revenue and spending over the plan’s horizon.

In addition to revenue growth generated by increased economic activity, the Five Year Financial Plan assumes the County will take actions to increase revenues over and above the base projection by \$15 million beginning in FY 2022-23. The plan provides scenarios for this revenue, but assumes that policy makers will select and implement one or more actions from the options available to them under the constraints of State law, local policies and public hearing requirements.

Property taxes: Property taxes are the bread and butter of government funding. Real estate and personal property account for two-thirds of general fund revenues. In order to gain traction on matching revenues and expenditures in future years, changes in these tax rates will need to be considered. The following reflect the revenue generated for one cent of tax:

Real estate	\$.63/\$100	\$778,000
Property – vehicles	\$2.60/\$100	\$ 72,000
Property - business	\$2.00/\$100	\$ 14,000

Property taxes are incorporated into the School funding formula and any deviations from the formula will need to be clarified by the Board of Supervisors.

Another consideration related to property tax is that a reassessment will be prepared effective January 1, 2024. As other localities are currently reassessing and realizing a growth in fair market value (FMV), it is estimated that the County will realize additional revenues at the time of the reassessment, barring that the tax rate is not equalized as of the reassessment date. The estimate shown is based on a conservative increase in relation to recent reassessments performed by other localities in the region.

Local taxes: Many local taxes are set at the maximum rates set by Virginia Code. Consideration of sources of funding that do meet maximum allowable amounts could bring nominal revenue to offset future costs.

Type	Derived
Local Sales Tax	1% of State collections
Consumer Utility Tax (electric)	Varies by customer type – max
Business License Tax	Varies by customer type
Utility License Tax (telephone)	.5% max
Bank Franchise Tax	80% of State Tax (max)
Recordation Tax	8.3% max
Wills & Administrative Taxes	3.3% max
Cigarette Tax	\$.15 per pack (\$.40 is allowable max)
Lodging Tax	6% max (3% tourism)
Meals Tax	6% max

Grants: Departments make the best effort to apply for grants available to improve services and are cognizant of long term costs associated with the program supported by the grant. State and federal funding included in the Five Year Financial Plan are static from year to year and have been in place for many years.

Acting now to meet future needs: The plan provides scenarios for effect, but assumes that policy makers will select and implement one or more actions from the options available to them under the constraints of State law, local policies and public hearing requirements. Investment over time will assist in meeting expenditure needs in later years. **Please note that the figures are only estimates, do not include local taxes or fee changes, and do not take into consideration the School funding formula. These figures are for effect only.**

Proposed Financial Strategies	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	REMAINING
Surplus/(Shortfall) from Master Financial Schedule	\$ (3,994,632)	\$ (11,704,456)	\$ (12,738,107)	\$ (13,514,365)	\$ (14,533,103)	
USES						
Courthouse Project	\$0	\$3,440,526	\$3,440,526	\$3,440,526	\$3,440,526	
Contribution – MRRJ	0	543,355	543,355	543,355	543,355	
Reinstate Capital Funding	0	1,078,571	1,078,571	1,078,571	1,078,571	
Baseline Growth	3,994,632	6,642,004	7,675,655	8,451,913	9,470,651	
Total Expenditure Growth beyond forecasted revenue	\$3,994,632	\$11,704,456	\$12,738,107	\$13,514,365	\$14,533,103	
SOURCES						
Real Estate Tax	\$1,556,000	\$3,112,000	\$3,890,000	\$4,668,000	\$5,446,000	
Personal Property – Vehicles	2,880,000	2,880,000	2,880,000	2,880,000	2,880,000	
Reassessment Growth – Estimated	0	2,579,000	2,579,000	2,579,000	2,579,000	
Total Revenue per Funding Scenario	\$4,436,000	\$8,571,000	\$9,349,000	\$10,127,000	\$10,905,000	
Total Expenditure Growth beyond forecasted revenue	\$441,368	(\$3,133,456)	(\$3,389,107)	(\$3,387,365)	(\$3,628,103)	
CENTS/\$100 SCENARIO						
Real Estate Tax	\$0.02	\$0.02	\$0.01	\$0.01	\$0.01	\$0.04
Personal Property – Vehicles	\$0.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Note: These are strategies, not official Board of Supervisor action to increase taxes. The Board would need to consider tax rates during a future annual budget process.

Conclusion

The Five Year Financial Plan shows the cost of County services is projected to steadily outpace revenue growth during the five year period. If the County does not take corrective action, the gap between revenues and expenditures will rise and service delivery will be impacted. **The exercise of a Five Year Forecast allows decision makers to see the areas of need and plan a way for corrective action.**

The projects noted in the plan are specified due to the large impact within a short period of time. It is important to note that all County departments show increases through the baseline projections and will continue service delivery at the level provided today. Future plan updates may have a different focus, as other long term capital projects may rise to the forefront or there is a different service delivery focus area.

The plan does not take into account the use of any Federal stimulus funding provided during the pandemic, as funding is not reoccurring.

There remains a significant amount of work and planning by County departments and policy makers to develop more detailed plans to implement these strategies. The goal of the proposed strategies is to set ambitious, but achievable targets so the County can begin developing revenue, savings and operational proposals that may require multi-year planning efforts.

###



Introduction

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of Augusta
Virginia**

For the Fiscal Year Beginning

July 01, 2021

Christopher P. Morill

Executive Director

Board of Supervisors



Front Row: Left to Right: Steve Morelli, Gerald Garber, Pam Carter
Back Row: Left to Right: Scott Seaton, Butch Wells, Jeffrey Slaven, Mike Shull

GERALD W. GARBER, MIDDLE RIVER (Chairman)

G.L. "BUTCH" WELLS, BEVERLEY MANOR (Vice Chairman)

JEFFERY A. SLAVEN, NORTH RIVER

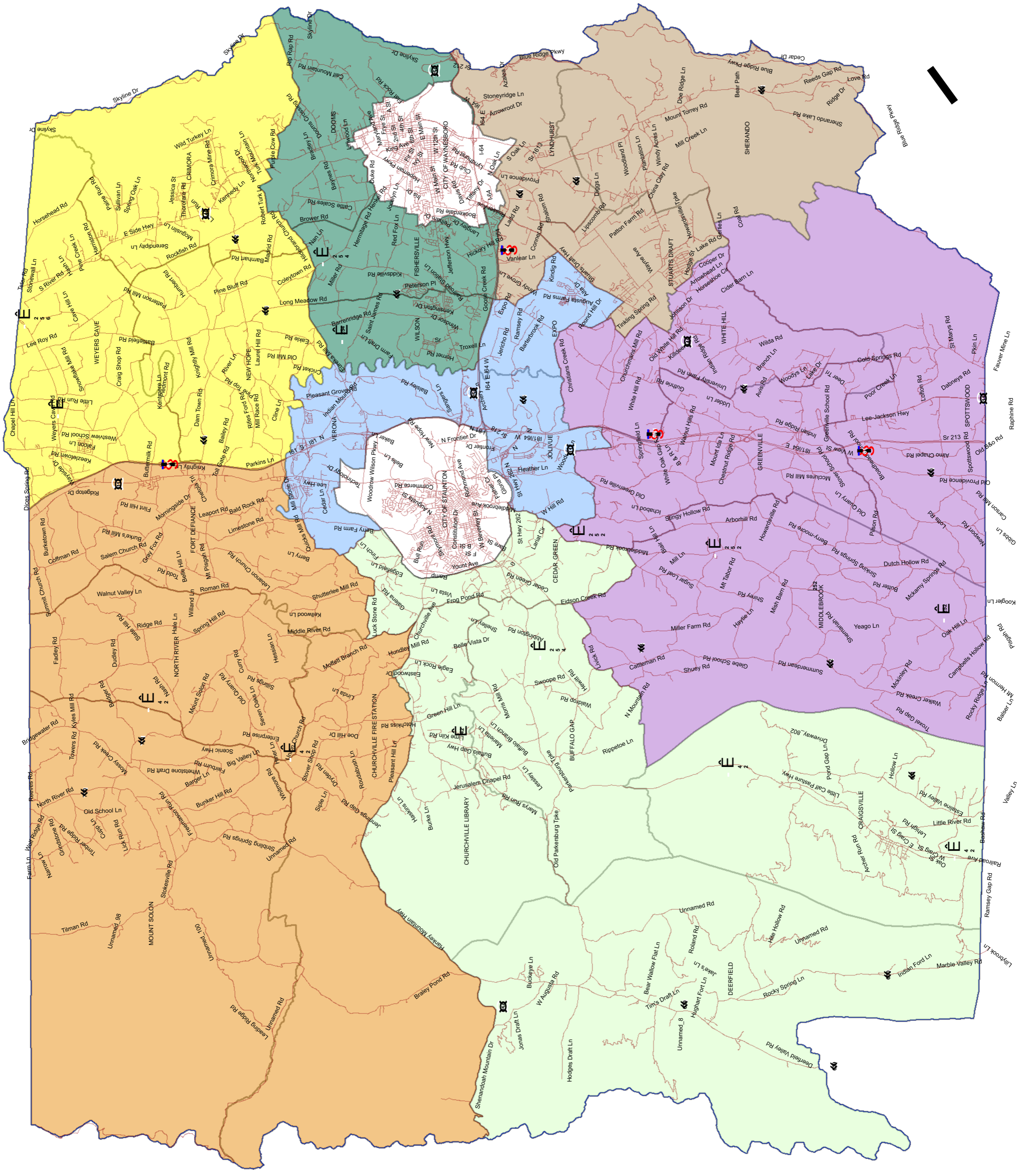
PAMELA L. CARTER, PASTURES

MICHAEL L. SHULL, RIVERHEADS

STEVE MORELLI, SOUTH RIVER

SCOTT SEATON, WAYNE

Augusta County Magisterial Districts with 2010 Population



Magisterial Districts

- BEVERLEY MANOR- 10,989
- MIDDLE RIVER- 11,183
- NORTH RIVER- 9,227
- PASTURES- 9,772
- RIVERHEADS- 9,912
- SOUTH RIVER- 10,480
- WAYNE- 12,187
- STREETS
- COUNTY BOUNDARY

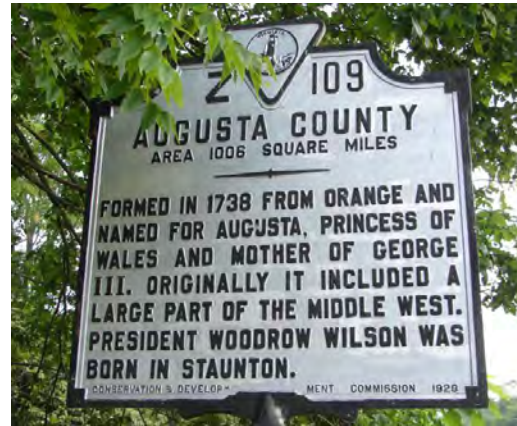
Mission:

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.

About Augusta County

History:

The County of Augusta was formed in 1738 and named for Augusta, Princess of Wales and the mother of King George, III. The original western boundary of the County was the western edge of Virginia, which at that time was the Mississippi River. The present boundaries of the County were set in 1790.



Government:

The County of Augusta is a political subdivision of the Commonwealth of Virginia administered by a seven-member board elected by magisterial district for four year staggered terms. The Board of Supervisors elects one of its own to serve as Chairman and selects a County Administrator to oversee the general administration of the County. This body enacts ordinances, appropriates funds, sets tax rates, establishes policies, and generally oversees the operation of the County government. The County Administrator is appointed by, and serves at the pleasure of, the Board of Supervisors. As the Chief Executive Officer of the County, he or she is responsible for developing an annual budget and carrying out policies and laws, which are reviewed and approved by the Board. The County Administrator directs business and administrative policies and recommends to the Board those methods, procedures, and policies which will properly govern the County.

Location:

Situated in the Shenandoah Valley of Virginia, the County of Augusta is at the juncture of Interstates 64 and 81, and the headwaters of the James River and the Potomac River basins. It is 150 miles southwest of the nation's capital, Washington, D.C., 100 miles west of the state capital, Richmond, and 85 miles north of the City of Roanoke. Within the boundaries of the County of Augusta are the independent cities of Staunton, founded in 1747, and Waynesboro, founded in 1801.

Economy:

Augusta County enjoys a diversified economy, with manufacturing accounting for approximately 22.7% of the jobs in the County. Manufacturing employs approximately 6,100 of 35,300 plus workers in the County's labor force and makes up approximately 3.5% of the total local property taxes. Agriculture is a large portion of the overall economy of the County. Augusta County is one of the top producers of many agricultural commodities in the state and this wealth of production overflows into many other industries of the County, including farm equipment manufacturers and dealers, transportation, energy, retail and the ever-growing agritourism business. According to the Virginia Employment Commission (VEC) Community profile for the County, the unemployment rate for the County decreased from 5.8% in June 2020 to 3.5% in June 2021. This decrease is directly related to the rebounding of the economy after the nationwide Corona virus pandemic shut much of the world down in March 2020. The County's rate remains lower than that of the State's unemployment rate for the same period, of 4.5% and compares favorably to the national unemployment rate of 6.1%.



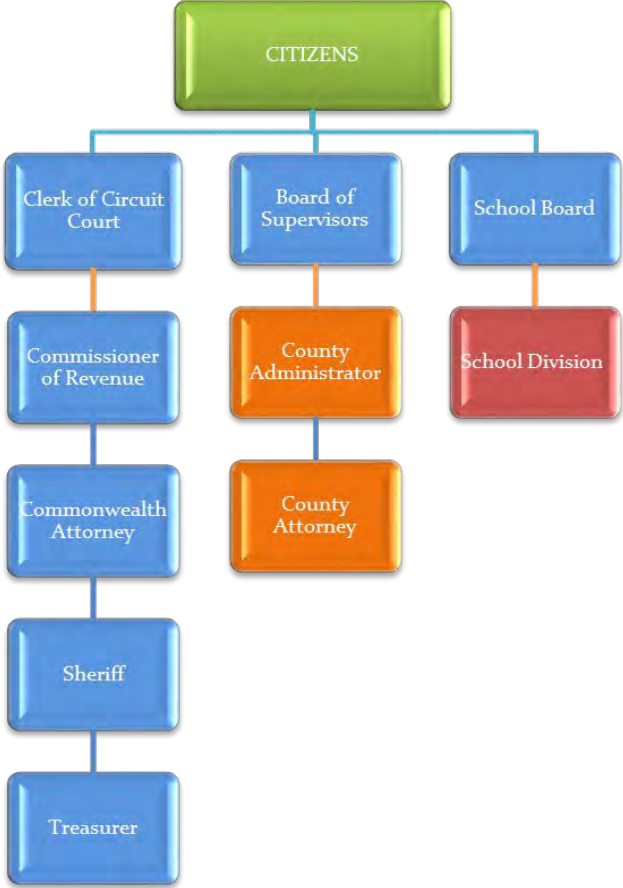
Even with the struggles the economy has faced due to the pandemic, in February of 2022, Governor Youngkin announced that Amazon would launch a new 1 million square foot fulfillment center in Fishersville. "This new 1 million-square-foot fulfillment center in Augusta County will enhance Amazon's supply chain and create 500 valuable jobs for the Shenandoah Valley," **said Secretary of Commerce and Trade Caren Merrick**. "Virginia's position as a premier logistics destination is bolstered by continued investments from industry leaders like Amazon, which is catalyzing economic development in regions across the Commonwealth." (source; Office of the Governor).

Community:

The County's community events continue to rebound in light of the ongoing pandemic. The County was able to open Natural Chimney's and Stuarts Draft pool in the summer of 2021. The County continues to monitor transmission rates and add events while maintaining a safe environment for its citizens.

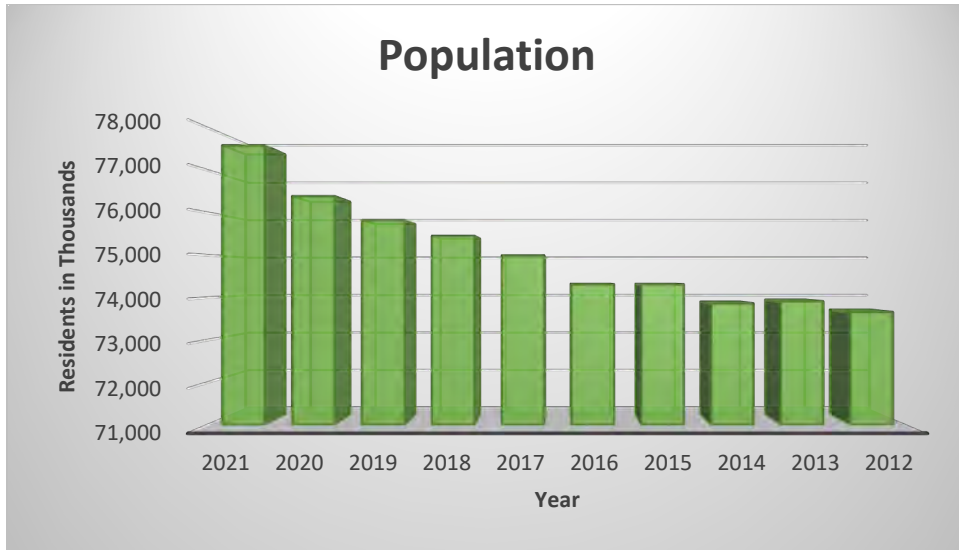
Check <https://www.co.augusta.va.us/government/parks-recreation/community-events> for updates on planned events.

Organizational Chart

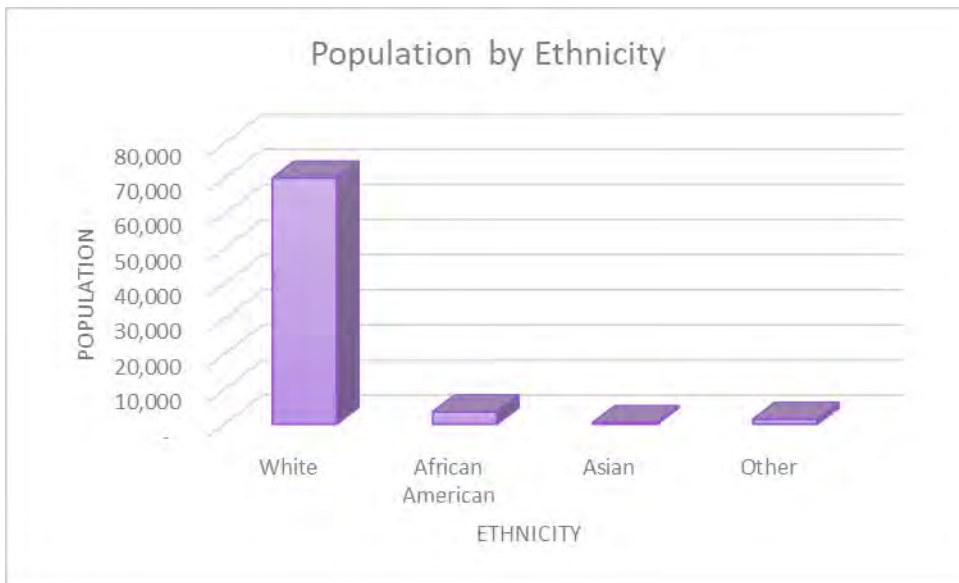


Population:

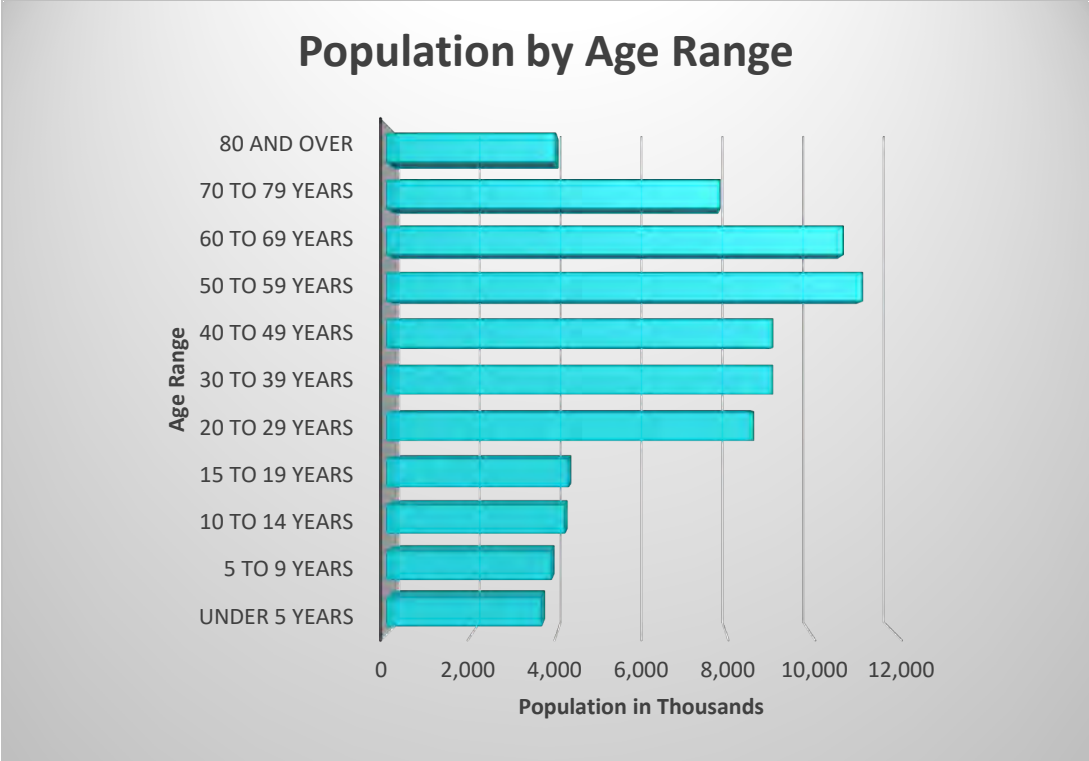
Although primarily a rural county, Augusta County's 2021 estimated population according to the Weldon Cooper Center is 77,598. This estimate is based on the April 1, 2020 census data. Below is a chart showing the population in the County over the last nine years and the projected estimate for 2020.



* This estimate is based on the April 1, 2020 census data.

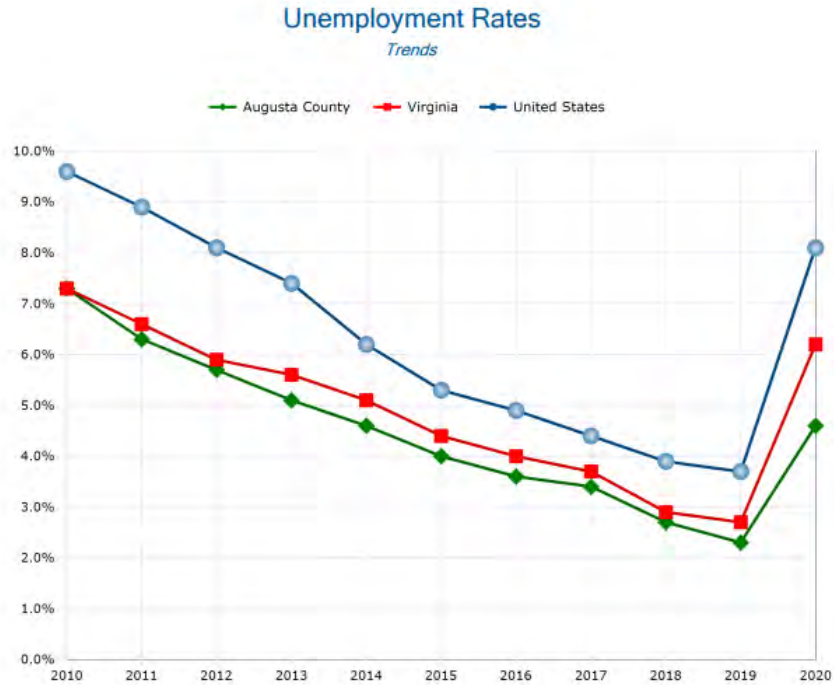


*Population by Ethnicity is based on Weldon Cooper Center for Public Service estimates for 2019, which is the latest available.

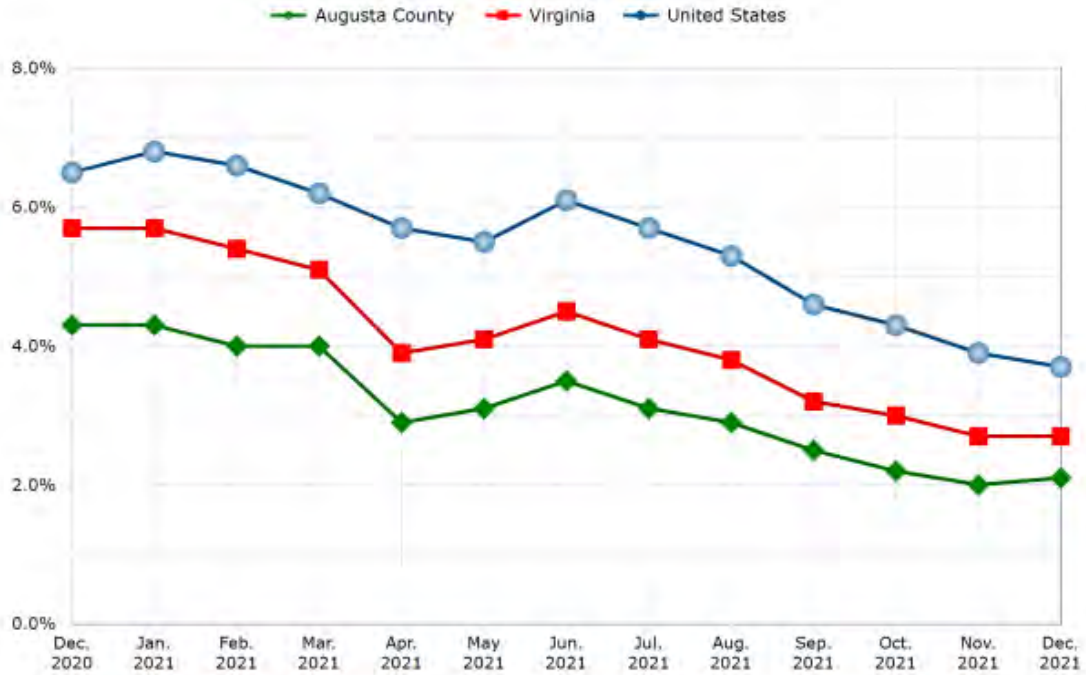


*Population by age range is based on Weldon Cooper Center for Public Service estimates for 2020.

Unemployment Rates:



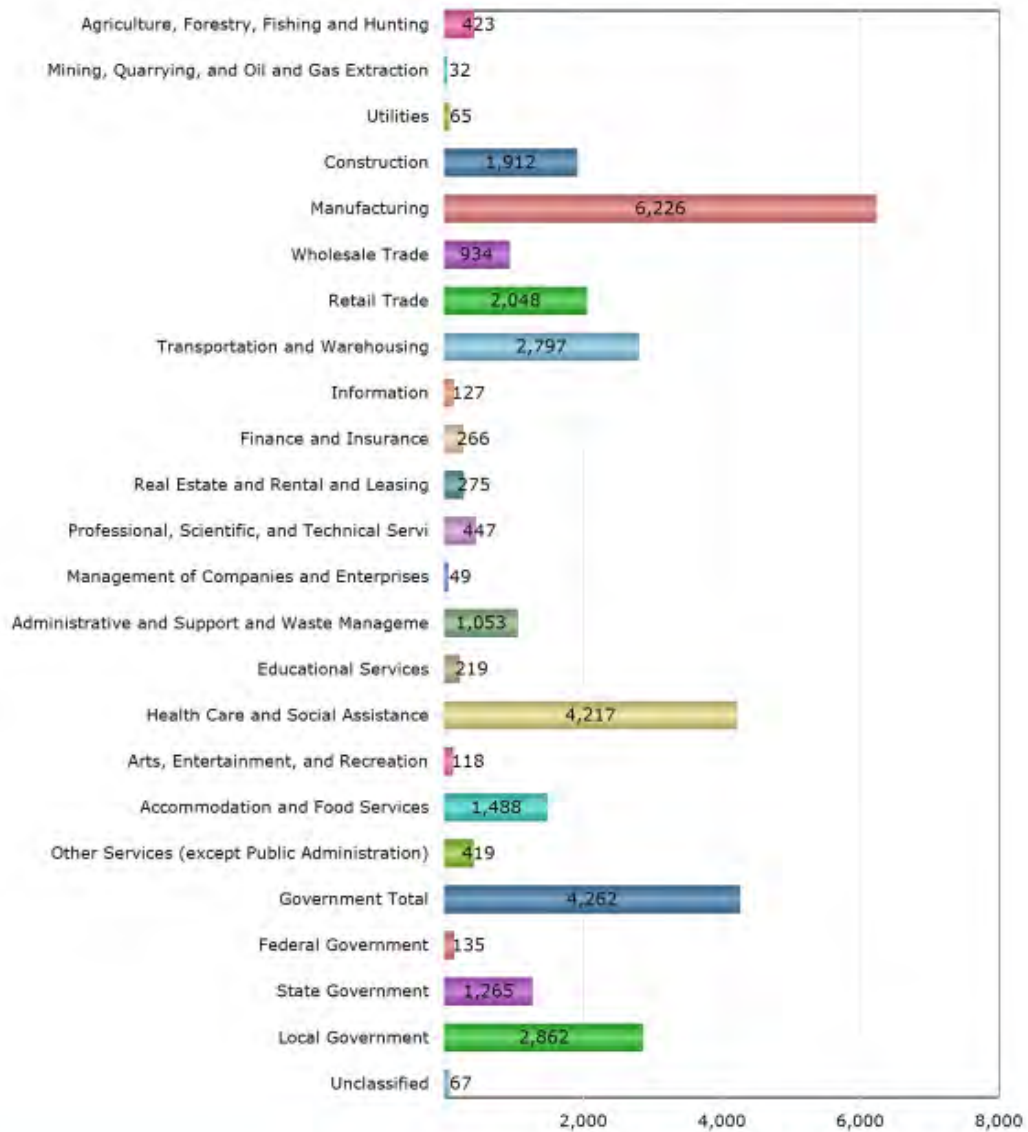
Unemployment Rates *Past 12 Months*



	Augusta County	Virginia	United States
Dec. 2020	4.3%	5.7%	6.5%
Jan. 2021	4.3%	5.7%	6.8%
Feb. 2021	4.0%	5.4%	6.6%
Mar. 2021	4.0%	5.1%	6.2%
Apr. 2021	2.9%	3.9%	5.7%
May 2021	3.1%	4.1%	5.5%
Jun. 2021	3.5%	4.5%	6.1%
Jul. 2021	3.1%	4.1%	5.7%
Aug. 2021	2.9%	3.8%	5.3%
Sep. 2021	2.5%	3.2%	4.6%
Oct. 2021	2.2%	3.0%	4.3%
Nov. 2021	2.0%	2.7%	3.9%
Dec. 2021	2.1%	2.7%	3.7%

Source: Virginia Employment Commission, Economic Information & Analytics, Local Area Unemployment Statistics.

Employment by Industry



Total: 27,445

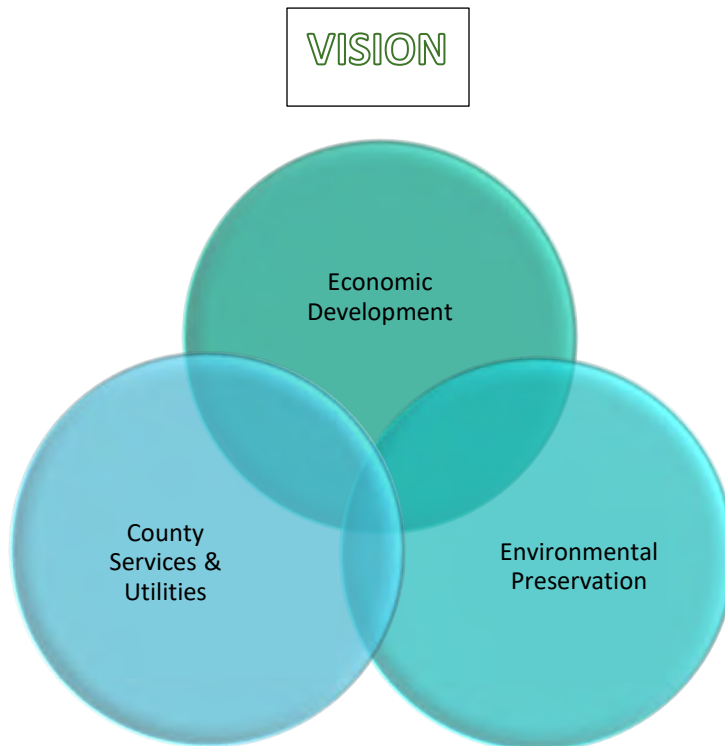
Note: Asterisk (*) indicates non-disclosable data.

Source: Virginia Employment Commission, Economic Information & Analytics, Quarterly Census of Employment and Wages (QCEW), 3rd Quarter (July, August, September) 2021.

Long-Term Vision:

A strategic plan is an important tool on the road map to success for any locality. The following elements of the long-term vision for Augusta County were adapted from the County’s most current Economic Strategic Plan and Comprehensive Plan. It is important to note that the County’s Comprehensive plan was due for review in Fiscal Year 2021 but has been delayed due to the Corona virus pandemic and the delay of the results of the 2020 census. The goal is to work through this in FY23 now that the census data has been released. The board also began to take steps at a formal countywide strategic plan and began working with a consultant, however this plan has been put on hold due to more pressing County concerns, the plans are to resume in July 2022.

- The rural character and natural beauty of the County will be preserved.
- Growth and development in the County will be well managed and concentrated in designated Urban Service Areas, Agriculture will be the predominant land use.
- Farms, forests, mountains, rivers and streams will provide the framework and context for development in urban areas.
- Continue to utilize cost-effective public services and utilities while improving the overall quality of life in neighborhoods.



Key Issues:

- The County actively seeks to attract businesses and industries that are compatible with and enhance the County’s economic climate
- Continue the advancement of technology in daily operations to improve efficiency of the departments. This has been paramount during the pandemic due to a state mandated work from home order.
- The County continues to seek ways to improve, maintain, and support the public safety services countywide.
- Continue working towards updating the current Enterprise Resource Planning Software (ERP) to a more current solution.
- Continue to address the pressing need for renovation and expansion of the current courts buildings.



Economic Strategic Plan:

The County’s Economic Development Strategic Plan was predicated on achieving the County vision set out in its newest Comprehensive Plan.

The Strategic Plan can be accessed via:

<https://www.co.augusta.va.us/Home/ShowDocument?id=1665>

Comprehensive Plan:

Since 1980, every Virginia locality has been required by State law to have a Comprehensive Plan. The purpose of the Comprehensive Plan is to guide growth and development over a 20-year time period by providing long-range vision, goals, and strategies of the community. Augusta County’s plan serves as a

guide to landowners, developers, businesses, citizens and County officials about future land use decisions. By considering the types and locations of development and services needed or desired for a 20-year time period, decision makers are better able to evaluate individual proposals in the context of long-term goals. The last Comprehensive plan update was in 2015.

The County's Comprehensive Plan can be accessed via:

<https://www.co.augusta.va.us/government/community-development/planning/comprehensive-plan/comprehensive-plan-2007-2027>

STATEMENT of GOALS

General

- To promote fiscal health of the County by encouraging a diversified economy.
- To seek to run an efficient County government without duplicating tasks by different departments within the County.
- To effectively and efficiently manage the County resources while maintaining and enhancing County Services.
- To build and maintain strong relationships with the citizens we serve.

Accounting

- To provide full disclosure to County residents through annual financial statements.
- To follow the accounting procedures and principles established by the Virginia Auditor of Public Accounts and the Generally Accepted Accounting Principles (GAAP).
- To educate and assist departments on proper finance procedures including but not limited procurement, and purchase orders.
- To be good steward of the County's funds and ensure proper handling and exceptional service.

Short-Term Influencing factors:

There were many short-term factors within the County Government that affected the decisions for this budget year. These factors are outlined in depth in the County Administrator’s memorandum to the Board of Supervisor’s included in the next section. To highlight a few, the entire County but especially Public Safety has struggled with attrition and the ability to fill positions while competing for talent with other surrounding localities that offer higher starting pay. Human Resources conducted a pay and reclass study for the entire County with recommendations for implementation in May 2022. The Fiscal Year 2023 budget fully funds this pay and class and the FY22 revised budget includes implementation effective May 2022..

There were 28 positions requests among departments for FY23. While County Admin saw value in the need, no new requests were implemented. The need for a pay and class took precedent over the positions.

Education also remained a priority and the direct operating transfer to the School fund included \$ 1,614,690 in new revenue based on the shared revenue growth formula. This budget also addressed the County Schools needs for bus replacements due to its aging fleet with an additional \$1,080,000 transferred to School Capital to fund these replacements. This amount is recurring to allow for bus replacement each year and was implemented in Fiscal Year 2020, utilizing Reassessment dollars. These funds are in addition to the \$7,256,250 allocated to the Schools debt service.

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Understanding the budget

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Budget Calendar

December/January

Department Directors develop requests, objectives, goals, accomplishments, and performance measures
Department Directors review budgetary requests with Finance Department
Human Resources and Finance develop payroll and fringe benefit expenditure estimates
Preliminary Revenue estimates are formulated
Preliminary growth number is provided to School Board

February

County Administrator reviews department submissions to be included in the recommended budget and recommends changes
Revenue estimates are refined

March

The Board of Supervisors holds a work session to review the County Administrator's recommended budget, which includes revenue and expenditure estimates
The Board of Supervisors approves the newspaper advertisement for public hearing on the adopted budget, capital improvement program and tax rate

April

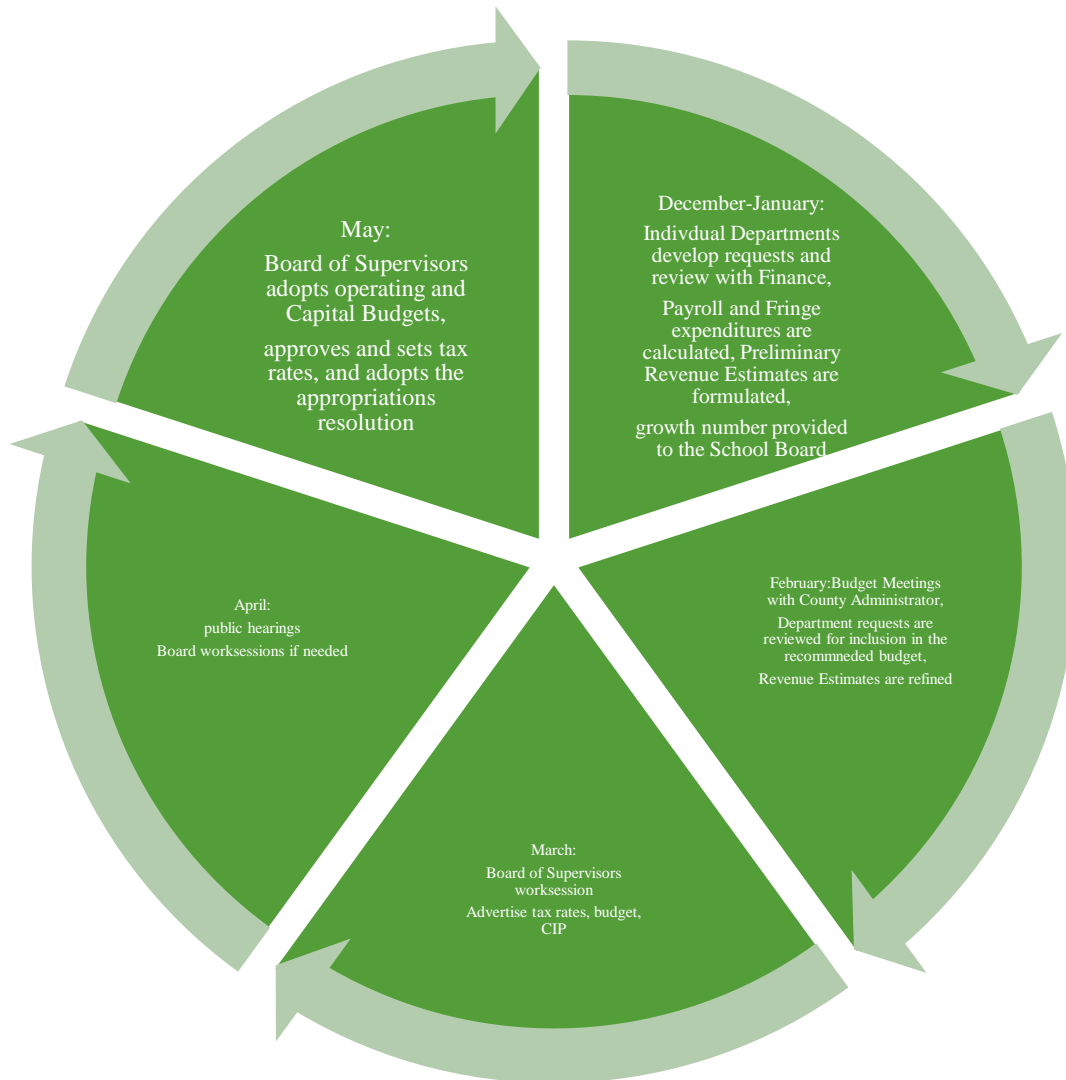
A public hearing is held to solicit taxpayer input on the adopted budget
The Board of Supervisors holds its final work session, if needed

May

The Board of Supervisors officially adopts the operating and capitals budgets, fixes tax rates
The Board of Supervisors adopts the appropriations resolutions

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Budget Process



Augusta County's budget development begins each year in December and continues through the final budget adoption in May (see Budget Calendar). The process is designed to incorporate a rigorous internal review of each department's budget and to allocate resources across departmental programs based on a thorough examination of program alternatives and justifications. Each activity funded has been reviewed by the County's Finance Department, the County Administrator and the Board of Supervisors.

Prior to April 1, the County Administrator submits to the Board of Supervisors a proposed operating and capital budget for the fiscal year commencing the following July 1. The operating and capital budget includes proposed expenditures and the means of financing them. The following Funds have legally

adopted budgets: General Fund, Fire Revolving Loan Fund, Asset Forfeiture Fund, Economic Development Fund, Revenue Recovery Fund, Virginia Public Assistance Fund, Children's Services Act Fund, School Operating Fund, School Cafeteria Fund, School Capital Projects Fund, Debt Fund, Head Start Fund, Governor's School Fund and County Capital Improvement Fund.

A public hearing is conducted in April to inform residents about the adopted budget and to obtain citizen comments to guide spending decisions.

By or in May, the Board of Supervisors makes its final revisions to the adopted budget and adopts the budget by appropriations resolution. Funds are appropriated at the department level. Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles applicable to governmental units.

Appropriations lapse on June 30, for all County operating funds. The County's practice is to appropriate Capital Projects by Project. Appropriations for Capital Project Funds are continued until the completion of the applicable project or grant, even when the project or grant extends beyond the end of the fiscal year.

The Appropriations Resolution places legal restrictions on expenditures at the fund level. The appropriation for each function or category can be revised only by the Board of Supervisors. Appropriations for the current fiscal year are revised in conjunction with the budget planning for the following fiscal year. The County Administrator is authorized to transfer budgeted amounts between general government departments; however, the School Board is authorized to transfer budgeted amounts within the school system's categories.

The current budget has been appropriated at 100% which allows for departments and agencies to better utilize the monthly financial reports to monitor spending.

Basis of Accounting

In the Comprehensive Annual Finance Report (CAFR), governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Accordingly, real and personal property taxes are recorded as revenues and receivables when billed, net of allowances for uncollectible amounts. Sales and utility taxes, which are collected by the state and subsequently remitted to the County, are recognized as revenues and receivables upon collection by the state, which is generally in a two month period preceding receipt by the County.

Licenses, permits, fines and rents are recorded as revenues when received. Intergovernmental revenues, consisting primarily of federal, state and other grants for the purpose of funding specific expenditures, are recognized when earned or at the time of the specific expenditure. Revenues from general purpose grants are recognized in the period to which the grant applies. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

General Fund:

The general fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. In the CAFR, the general fund includes the activities of the Fire Revolving Loan, Asset Forfeiture, Revenue Recovery, and Economic Development funds.

Special Revenue Fund:

The special revenue fund accounts for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specified purposes. Special revenue funds consist of the Virginia Public Assistance Fund and Children's Services Act Fund, School fund, School cafeteria Fund, Head Start Fund, & Governor's School Fund.

Debt Service Fund:

The debt service fund accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds. Debt service funds consist of the Debt Service Fund.

Capital Project Fund:

The capital project fund accounts for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by proprietary funds. Capital project funds consist of the County Capital Improvements Fund.

School Capital Projects Fund:

The school capital projects fund accounts for the major construction expenditures for the school system. The majority of financing is provided from bond issues.

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Fund Structure

County Fund	Fund Type	Function
General Government	General Operating Fund	General Government Administration Judicial Administration Public Safety Public Works Health & Public Assistance Cultural Community Development Non-Departmental
Fire Revolving Loan	General Fund	Public Safety
Asset Forfeiture	General Fund	Public Safety
Revenue Recovery	General Fund	Public Safety
Economic Development	General Fund	Community Development
Virginia Public Assistance Fund	Special Revenue Fund	Health & Public Assistance
Children's Services Act	Special Revenue	Health & Public Assistance
School Operating	Special Revenue	Instruction Administration Transportation Maintenance Facilities Technology
School Cafeteria	Special Revenue	Food Services
Schools Capital Improvement	Schools Capital Project Fund	Capital Projects
Debt Service	Debt Service Fund	Debt Service
Head Start	Special Revenue	Instruction
Governor's School	Special Revenue	Instruction
County Capital Improvement	Capital Project Fund	Capital Projects

Basis of Budgeting

The budgets of governmental type fund (for example, the General, Special Revenue and Capital Projects Funds) are prepared on a modified accrual basis. Briefly, this means that obligations of the County (for example, outstanding purchase orders) are budgeted as expenditures, but revenues are recognized only when they are measurable and available.

It is required that a balanced budget be submitted to the Board of Supervisors, which means that estimated revenues meets estimated expenditures.

In all cases when goods and services are not received by year end, the encumbrances lapse.

The Comprehensive Annual Financial Report (CAFR) shows the status of the County's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases this conforms to the way the County prepares the budget.

Prior to May 1, the County Board of Supervisors adopts the budget by resolution and funds are appropriated generally at the function level for the General Fund, and at the major category of expenditures level for the School Operating Fund.

Formal budgetary integration is employed as a management control device during the year for all funds except Trust and Agency Funds. Budgets are legally adopted annually for the County's General Fund and the School Operating Fund.

A budget is adopted for each grant or project in the Special Revenue Fund, or the County Capital Projects Fund, projects are appropriated in total for each fiscal year. The budget resolution specifies that the budget and appropriation for each grant or project continue until the expiration of the grant or completion of the project. All other appropriations lapse at year-end. Budgets for these grants and projects are not included herein since they are not legally adopted annually.

The level of control at which expenditures may not legally exceed appropriations is at the individual or project in the County Capital Projects Fund and at the total appropriation level for each fiscal year in the School Capital Projects Fund.

Financial Management Tools and Long Range Planning Documents

This section is intended to provide a brief description of some of the financial management tools and long range documents used by the County. These tools and planning documents include:

Budget

The primary financial management tool used by the County is the annual budget process. This involves a comprehensive examination of all revenue and expenditure programs of the County complete with public hearings and approval by the Board of Supervisors.

Quarterly Financial Reports

This presentation is a tool used to see a snap shot of all revenues and expenditures that have occurred on a quarterly basis. It is also used to project year end results. Administration uses this model to determine what adjustments need to be made during the year to ensure the year ends with a positive balance. The projections are presented to the Board of Supervisors on a quarterly basis, highlighting significant transactions.

Monthly Financial Reports

Monthly review of revenue and expenditure summaries and balance sheets allow for financial oversight of departmental expenditures by Administration and applicable department heads.

Capital Improvement Plan

It is County policy to balance the need for public facilities with the fiscal capability of the County to provide for those needs. The five-year Capital Improvement Program (CIP), submitted to the Board of Supervisors, is the vehicle through which stated need for public facilities is analyzed against the County's ability to pay and stay within self-imposed debt guidelines.

Financial Policies

The Board of Supervisors has adopted financial policies. These are guidelines used to assist with day to day planning and transactions.



Organization Plans and Policies

Augusta County Financial Policies

Effective June 30, 1994
Revised July 26, 1995
Revised December 2012

Purpose: As recommended by the Government Finance Officers Association (GFOA), Augusta County has adopted the following Finance Policies to assist the Board of Supervisors in maintaining fiscal stability and accountability in the use of its resources to provide services to the citizens.

Budget

The overall objective of the budget is to provide a balanced financial plan in total and by fund that adheres to the County's mission statement, capital improvement plan and/or current initiatives. The budget policy also prescribes procedures and requirements of the budget management.

A. Budget Calendar

- The proposed operating budget and Capital Improvements Program will be presented to the Board of Supervisors before April 1, preferably the last Monday in March.
- Informational budget sessions may be held before presentation or adoption of the budget, as special meetings held by the Board if necessary.
- Notice of tax increases will be conducted in accordance with applicable statutes, including additional notices required in reassessment years.
- Public hearings and associated notice for budget amendments will be conducted in accordance with applicable statutes. The public hearing will generally be held on or by the third Wednesday in April.
- Prior to June 30, the budget will be adopted in accordance with applicable statutes. This action is usually taken on or before the first Wednesday in May.
- Budget meeting dates will be established as part of the Board of Supervisor's annual calendar.

B. Budget Guidelines

- A balanced budget is a budget with total expenditures equal to total revenues, including use of fund balance, but excluding capital outlays.
- The County will not use short-term borrowing to finance operating needs.
- The County will maintain adequate fund balances.
- The County will estimate its annual revenues by an objective, analytical process.
- The individual department submissions must be prepared with the basic assumption that the Board will always attempt not to increase the local tax burden.
- Annual recurring budget guidelines shall be focused in certain areas, with additional guidelines and/or objectives formulated, if applicable, by the County Administrator in the formulation of the proposed budget:
 1. Education funding formula

2. Fire & rescue agreements/policy
 3. Proposed revenue or financing scenarios
 4. Ensure adequate reserves
 5. Employee compensation and benefits
 6. Capital depreciation funding
 7. Capital project funding and related debt service
- Budgetary review by the Board of Supervisors will focus on the basic concepts of staff economy, capital construction, program expansions, new programs, existing service costs and administrative costs.
 - Budget revisions to the prior year or revised budget will be considered, adjusted, and re-appropriated by the Board along with the proposed budget.
 - Appropriations for all funds lapse on June 30, with the exception of Capital Improvements Funds, which are appropriated by project, depreciation account our escrow.
 - A review of capital projects will be conducted at year end to determine the necessity for re-appropriated funds. Those which are determined to be unnecessary will be transferred to other uses following the County Fund Balance Policy.

C. Five-Year Capital Improvements Plan

- 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.

Audit

The overall objective of the audit is to provide opinions and/or reports on the County's financial statements, internal control over financial reporting and compliance with federal and state laws, regulations, contracts and grants.

A. Audit Committee

- The Board of Supervisors established an Audit Committee in 2008. The Committee is comprised of two Board members and is appointed annually by the Chairman.
- The Finance Director serves as staff to the committee with duties including preparing agendas and providing information as requested.
- The Committee provides independent review and oversight of the government's financial reporting processes, internal controls and independent auditors.
- The Committee provides a forum separate from management in which auditors and other interested parties can discuss concerns.
- The Committee also reviews financial policies.

B. External Auditors

- External auditors are responsible for the issuance of any and all required opinions, internal control and compliance reports and management letters in connection with the audit of the financial statements.
- County assistance will be provided to external auditors in order to produce timely and accurate financial statements and related audit opinions and reports.
- The external auditor shall coordinate the annual audit objectives with the County's Finance Department.
- External auditors will be selected to perform annual audits through a request for proposal (RFP) process every five years, unless otherwise approved by the Audit Committee. Recommendation of the Audit Committee as a majority of the selection committee will be presented to the Board of Supervisors for approval.

Fiscal Accountability

The County will establish and maintain a high standard of accounting practices.

A. Reporting

- The County will prepare regular monthly, quarterly and annual financial reports which present a summary of activity by major fund types and compare actual revenues and expenditures to budgeted amounts.
- The accounting system will maintain records on a basis consistent with accepted standards for local government accounting.

B. Expenditures

- The County will follow the Virginia Public Procurement Act for procuring goods and services.
- The County will set guidelines for purchases related to petty cash, travel and training, and central stores.
- Accounts payable transactions will be approved in accordance with statute.

Debt

The overall objective of the debt policy is to assist the County in managing current and future debt obligations.

A. The County will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues except where approved justification is provided.

B. When the County finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expended useful life of the project.

C. Debt shall not constitute an unreasonable burden to residents and taxpayers, which shall be defined as total general government debt and debt service expenditures, appropriated during the annual budget process.

D. The following issuances of debt require approval and appropriation of the proceeds by the Board of Supervisors, including:

- Bond and revenue anticipation notes
- General obligation bonds
- VPSA Bonds and State Literary Fund loans

- Revenue bonds and subject-to-appropriation debt
- Capital acquisition leases and notes
- Re-funding and re-financings
- Moral obligation debt

E. The County shall receive approval to issue its bonds or contract debt if voter approval is obtained in accordance with the Constitution of Virginia. The Code of Virginia, Section 15.2-2638(b) notes specific exclusions to this requirement, including refunding bonds and bonds issued for school purposes and sold to the Literary Fund, the Virginia Supplemental Retirement System or other State agency prescribed by law (such as the Virginia Resources Authority).

F. Where feasible, the County will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.

G. The County will attempt to determine the least costly financing method for all new projects.

Fraud

Effective December 13, 2012

The County of Augusta recognizes the importance of protecting the organization, taxpayers, employees and assets against financial risks, operational breaches and unethical activities. A fraud policy formalizes the expectations of personal honesty and integrity required of County officials and employees. This policy prohibits fraud or misuse of the County's assets and sets forth specific guidelines and responsibilities, including appropriate actions that must be followed for the investigation of fraud and other similar irregularities.

The goal is to establish and maintain an environment of fairness, ethics and honesty for our employees, our citizens, our suppliers and anyone else with whom we have a relationship. To maintain such an environment requires the active assistance of every employee and manager every day.

A. Prohibited Acts

Fraud is defined as an intentional deception, misappropriation of resources or the manipulation of data to the advantage or disadvantage of a person or entity. Examples of fraud include, but are not limited to:

- Embezzlement, bribery or conspiracy.
- Misappropriation, misapplication, destruction, removal, or concealment of County property.
- Alteration or falsification of documents.
- Theft of any asset (money, tangible property, etc.).
- Authorizing or receiving compensation for goods not received or services not performed.
- Authorizing or receiving compensation for hours not worked.
- Misrepresentation of fact.
- Failure to account for monies collected.
- Knowingly providing false information on a job application.

B. Prevention

Each department will maintain an internal control environment to protect the department and the County from loss or other damages as a result of a fraudulent act.

All new full time, temporary, part-time, and seasonal employees may be subject to a criminal background check based on position and duration of employment. The County may also verify all applicants' employment history, education and personal references prior to making an offer of employment. New employees will receive this policy as part of their orientation.

C. Reporting of Fraud

Allegations and concerns about fraudulent or corrupt activity may come from various sources including employees, vendors, members of the public, results of internal or external audit reviews, or from other interested parties.

All employees and officers have a duty to report concerns they have or information provided to them about the possible fraudulent or corrupt activity of any officer, employee, vendor or any other party with any associations with the County. Any person who has a reasonable basis for believing fraudulent or corrupt acts have occurred has a responsibility to report the suspected act immediately.

The County of Augusta has adopted a zero tolerance policy regarding fraud. Any evidence supporting fraud, theft or embezzlement of County assets and equipment may be subject to the following actions including but not limited to: suspension, termination, restitution, and criminal charges. Any County employee who is aware of fraud being committed against the County by anyone shall report such activity to at least two of the following departments or individuals: the Sheriff's Department, Commonwealth's Attorney and/or County Administrator.

All reports will be taken seriously and will be investigated by internal staff and/or legal counsel as appointed by the Board of Supervisors or County Administrator. The County will cooperate with the appropriate law enforcement agency if deemed necessary. The Auditor of Public Accounts shall be notified of fraudulent reports in accordance with Code of Virginia, Section 30-138. The County's financial auditors should also be notified. Fraudulent activities that result in disciplinary action will be reported to the Board of Supervisors.

D. False Allegations

False allegations of suspected fraud with the intent to disrupt or cause harm to another may be subject to disciplinary action up to and including termination of employment.

E. Corrective Actions and Discipline

Appropriate and timely action will be taken against those proven to have committed a fraudulent act. These remedial actions may include, but are not limited to:

- Disciplinary action (up to and including immediate termination of employment).
- Restitution for all losses, including investigation and legal expenses, to the fullest extent of the law.
- Forwarding information to the appropriate authorities for criminal prosecution.
- Institution of civil action to recover losses.
- Offenders at all levels of the employment will be treated equally regardless of their position or years of service with the County.
- Determinations will be made based on a finding of facts in each case, actual or potential damage to the County, cooperation by the offender and legal requirements.
- The County of Augusta may take corrective or disciplinary action without awaiting the resolution of criminal or civil proceedings arising from fraudulent conduct.

F. Confidentiality

All investigations will be conducted in confidence insofar as reasonably possible. The names or names of those communicating information about a fraudulent act or the name or names of those suspected of a fraudulent act will only be revealed when required by law in conjunction with the investigation or legal action

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Fund Balance Policy

Effective May 25, 2011

Revised April, 22, 2015

Purpose

The purpose of this policy is to establish guidelines on the use of unrestricted fund balance to provide the County with sufficient financial resources to address unforeseen revenue fluctuations, unanticipated expenditures and emergencies, which result in unanticipated budgetary shortfalls. Fund balance is used as an indicator of the County's overall economic health and credit quality. This policy is created to be in compliance with Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

Definitions

Fund balance – Represents the difference between the assets and liabilities reported in a governmental fund. Often used as a measure of liquidity. It is also used as a classification to separate restricted and unrestricted. Those classifications are broken up into five categories:

Restricted

Nonspendable fund balance – Represents amounts not spendable in form. Examples include inventories, prepaid amounts, and permanent funds.

Restricted fund balance – Represents amounts that have external constraints placed on their use. External constraints may be imposed through constitutional provisions, enabling legislation, or regulations of other governments. Examples include grants and intergovernmental revenues.

Unrestricted

Committed fund balance – Represents amounts constrained for a specific purpose by a formal action of the highest level of decision making authority. Committed amounts cannot be used for another purpose unless released by the same formal action taken to commit those funds. Examples include contractual obligations and board approved expenditures through a formal action.

Assigned fund balance – Represents amounts intended to fulfill a specific purpose. Intent may be established by the highest level of decision making authority or by an official or body to which the governing body delegated the authority. In government funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund. Examples include drug enforcement local revenues and capital depreciation funds.

Unassigned fund balance – Represents the residual classification of the general fund and includes all amounts not assigned to other funds, or restricted, committed, or assigned within the general fund.

Policy

1.0 Committed Fund Balance

The County Board of Supervisors is the highest level of decision making authority for the County. A formal action of the Board of Supervisors is required to establish, modify, or rescind a fund balance commitment. Action to

commit resources must occur prior to year-end; however, the amount can be determined in the subsequent period.

2.0 Assigned Fund Balance

The County Board of Supervisors has authorized the County Administrator, or his designee, as the official authorized to assign resources and ending fund balance to a specific purpose as approved by this fund balance policy.

3.0 Unassigned Fund Balance

- The County's Unassigned General Fund Balance will be maintained to provide the County with sufficient funds to address unforeseen revenue fluctuations, unanticipated expenditures, emergencies, and similar circumstances.
- The Unassigned General Fund Balance should not be used to support reoccurring operating expenditures outside of the current fiscal year. The unassigned fund balance cannot be used to cover an unanticipated budgetary shortfall in excess of \$100,000. The County Board of Supervisors may appropriate Unassigned General Fund Balance to cover an unanticipated budgetary shortfall that is in excess of \$100,000.
- The Unassigned General Fund Balance can only be appropriated by a formal action of the County Board of Supervisors.
- The County of Augusta will use GASB's definitions of fund balance for the audited Comprehensive Annual Financial Report (CAFR). For all other financial planning purposes, the term Budgetary Fund Balance will be used and will include any portion of the fund balance that is available for appropriation. Portions of the fund balance that are not available for appropriation will be identified as Reserved Balance.
- Funds in excess of the annual requirements may be retained in the Unassigned General Fund Balance, or may be considered to supplement capital outlay expenditures.

4.0 Order of Spending Resources

The County will assume the default approach of spending resources as they become available for expenditure. The County assumes restricted fund balance will be allocated first then unrestricted fund balance in the order of committed, assigned, and unassigned.

5.0 Unrestricted General Fund Balance Minimum

- Unrestricted General Fund Balance shall include Committed, Assigned and Unassigned fund balances per policy definitions. The total of these three categories of fund balance include only resources without a constraint on spending or for which the constraint on spending is imposed by the County itself.
- It is the goal of the County to achieve and maintain an Unrestricted General Fund Balance no less than two months of General Fund Operating Expenditures at the close of the fiscal year, with the exceptions noted in 5.03 below.
- In the event the Unrestricted General Fund Balance is used to provide for temporary funding of unanticipated budgetary shortfalls, the County shall restore the Unrestricted General Fund Balance to the minimum level of two months of General Fund Operating Expenditures within three to five fiscal years following the fiscal year in which the event occurred. The plan to restore the Unrestricted General Fund Balance shall be included and highlighted in the County's adopted budget.

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Significant Financial Fund Balance Assumptions Section

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Total Revenues

The Fiscal Year 2022-2023 total revenues are shown below. Major sources include property taxes, local taxes, and funds from the Commonwealth of Virginia. Overall, General Fund Revenues, transfers, and use of fund balance are projected to increase \$5,204,529 (4.6%) over FY2021-2022 original adopted budget levels. This increase is due to projected increases in real estate of 1%, and 3% growth in personal property at the \$2.60 rate. Additional increases include 3% growth in sales tax and increases in meals and lodging due to an increase in both rates from 4% to 6% by the County .. General Property taxes continue to represent the largest portion of the overall revenues.

Augusta County
Fiscal Year 2022-2023
Revenues- General Fund

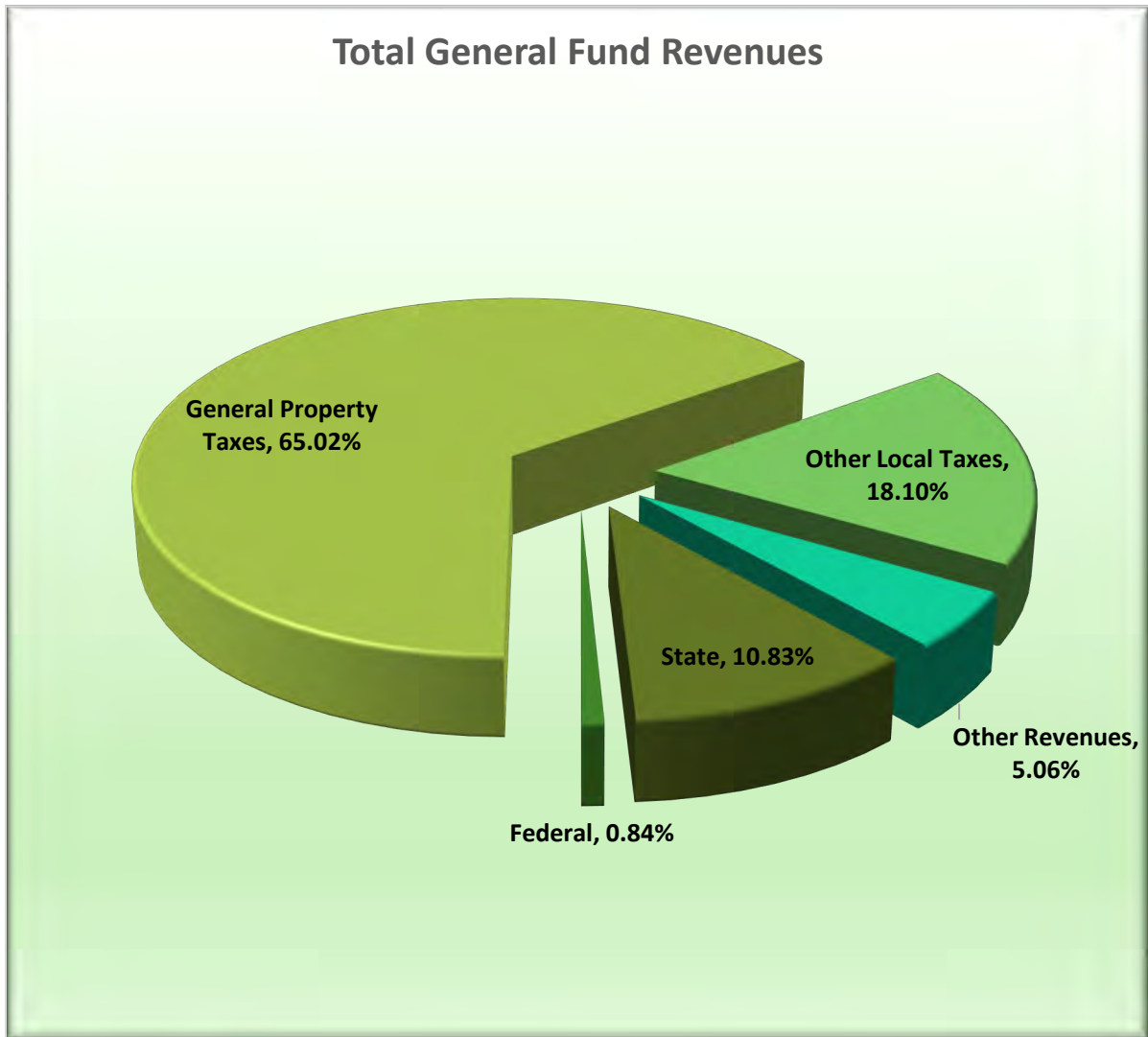
General Property Taxes	\$73,057,872	65.02%
Other Local Taxes	\$20,333,080	18.10%
Permits, Priv. Fees, Reg. Licenses	\$634,000	0.56%
Fines & Forfeitures	\$291,150	0.26%
Use of Money and Property	\$704,684	0.63%
Charges for Services	\$2,753,959	2.45%
Miscellaneous	\$5,000	0.00%
Recovered Costs	\$159,900	0.14%
State	\$12,170,239	10.83%
Federal	\$947,129	0.84%
Non-Revenue Receipts	\$1,300,256	1.16%
Fund Balance	\$0	0.00%
Total	\$112,357,269	100%

Revenue Analysis

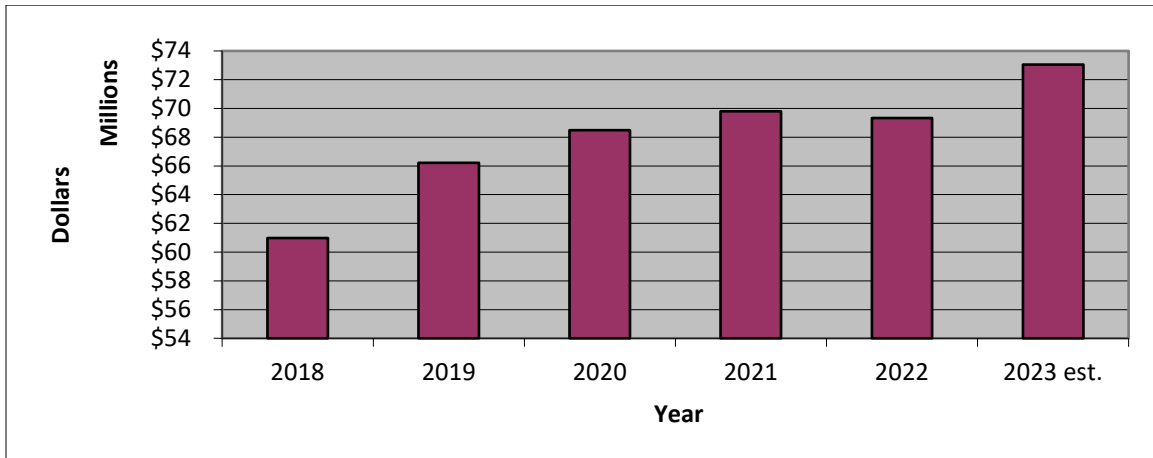
General Fund

There are many factors used to assess and monitor the financial condition of a government, such as financial ratios, fund balance reserves, debt capacity and economic climate. One of the primary factors influencing financial condition is revenue growth from property taxes.

The following chart shows the general fund revenue sources broken down by percentages.



The following chart examines the growth in property taxes collected during the prior five fiscal years.



Total Property tax collections have increased from \$60.9 million in fiscal year ending 2018 to \$73 million estimated through Fiscal Year 2023. The personal property tax rate for vehicles increased by \$.25 in FY13 and increased by \$.10 in FY22, the current rate is \$2.60 per \$100 for cars and trucks and \$2.50 for all other. The real estate tax rate increased by \$.03 in 2014, \$.05 in 2015, \$.02 in 2016 and \$.05 in 2018 contributing to the growth in property tax revenues. The current real estate tax rate is \$.63 per \$100.

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Local Revenue

The Fiscal Year 2022-2023 General Fund revenue is estimated at \$112.3 million of which, local revenues total \$97.9 million; state and federal revenue along with non-revenue receipts total \$14.4 million. The County’s major local revenue sources are outlined in the schedule below. These estimates are based on historical trends incorporated with professional judgement in projecting future activity.

Revenue Category	2020-2021 Actual Revenue	2021-2022 Revised Budget	2022-2023 Recommended Budget
Real Estate Tax	\$50,350,465	\$50,066,385	\$50,475,100
% of Total Revenues	45.06%	44.48%	44.92%
Personal Property Tax	18,289,878	20,940,540	21,641,772
% of Total Revenues	16.37%	18.60%	19.26%
Local Sales Tax	7,681,465	7,874,000	7,912,000
% of Total Revenues	6.87%	7.00%	7.04%
Business License Tax	4,384,814	3,870,900	4,040,000
% of Total Revenues	3.92%	3.44%	3.60%
Other Local Revenues	12,298,074	14,450,580	13,870,773
% of Total Local Revenues	13.22%	15.54%	14.91%
Total Local Revenues	\$93,004,696	\$97,202,405	\$97,939,645
Total Revenues	\$ 111,737,205	\$ 112,557,295	\$ 112,357,269

The explanations that follow provide a brief description of each major local revenue source in the Fiscal Year 2022-2023 budget.

Real Estate

The County’s rate to tax homes, land and mobile homes, is \$0.63 per \$100 of assessed value. Real Estate taxes are projected to constitute 44.9% of the County’s General Fund revenues for FY2022-2023. The chart below denotes assessed value for the most recent five years.

Year	Assessed Value
2021	\$ 7,799,317,738
2020	\$ 7,618,975,508
2019	\$ 7,444,902,366
2018	\$ 7,301,289,087
2017	\$ 6,919,419,909

Public Service Corporations-Real Estate

As of January 1, 2021, the assessed value of public service corporation real property in the County totaled \$459 million. The 2021 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 2021 to 81%.

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 2021, the assessed value of personal property for vehicles in the County totaled \$705 million. The Fiscal Year 2023 estimate of this revenue is based on a 3% increase of assessed property and a tax rate of \$2.60 per \$100 of assessed value. The estimate assumes that the assessed value of 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, 2021, the assessed value of business personal property in the County totaled \$139 million. The Fiscal Year 2022 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% in the current fiscal year. Machinery and tools tax is expected to increase, with a value of \$264 million. Machinery and tools is also taxed at a rate of \$2.00 per \$100 of assessed value. The chart below denotes assessed value for the most recent five years.

\$2.60 PP		\$2.00 PP	
Year	Assessed Value	Year	Assessed Value
2022-Estimated	\$ 727,108,013	2022-Estimated	\$ 141,151,722
2021*	\$ 705,930,110	2021	\$ 139,754,180
2020	\$ 627,323,640	2020	\$ 134,399,120
2019	\$ 610,536,850	2019	\$ 128,382,510

2018	\$ 584,625,920	2018	\$ 117,830,060
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*denotes an increase from a rate of \$2.50 per \$100 to \$2.60

Local Sales Tax

Local sales tax is collected at the point of sale by merchants and remitted to the Commonwealth of Virginia for distribution to localities. Of the 5.3% sales tax collected, 1% represents the local share and 4.3% is retained by the Commonwealth. Local sales tax is estimated to account for approximately 7% of total revenues in Fiscal Year 2022-2023.

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 2022-2023 budget reflects estimated collections of \$4.04 million, which accounts for approximately 3.6% of total revenues.

Meals Tax

The County imposes a 6% tax on food and beverages prepared for public consumption at food establishments throughout the County. This was an increase from the previous rate of 4% and went into effect July 1, 2021. The recommended Fiscal Year 2022-2023 budget reflects estimated collections of \$3.8 million which accounts for approximately 3.3% of total revenues.

Other Local Revenues

This category includes all other local revenue not discussed above; specifically, permits, fees, licenses, fines and forfeitures, use of money and property, charges for service, recovered costs and miscellaneous. The schedule below denotes estimated Fiscal Year 2023 revenues for selected sources. Decreases in recovered costs are due to the loss of Middle River Regional Jail’s fiscal agent fee. Increases in charges for service are due to Parks and Recreation resuming programming after the pandemic.

Description	Estimated Revenue
Permits, Fees and License	\$634,000
Fines & Forfeitures	291,150
Use of Money and Property	704,684
Recovered Costs	159,900
Charges for Services	2,753,959
Miscellaneous	5,000
Total	\$4,548,693

State Revenues

Approximately 10.8% of the County’s general fund 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 \$6.4 million or approximately 5.7% 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 and the loss of state recordation tax in FY21.

- **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 the circuit court. The anticipated amount of this aid is \$547,440 or 0.49% 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 \$5.1 million or approximately 4.6% 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 the Circuit Court. The County did budget for a 5% pay increase for constitutional officer per the State budget, but it has not yet been approved.

Federal Revenues – Federal revenues will provide \$947,129 or 0.84% of the \$112 million FY2022-2023 general fund operating budget. This represents a 4% decrease over FY2021-2022 original budget due to the conclusion of several grants previously awarded to the County.

The chart below denotes State and Federal revenue projections for Fiscal Year 2021-2022.

Revenue Category	2020-2021 Actual	2021-2022 Revised	2022-2023 Recommended
State: Non-categorical Aid	\$6,580,926	\$6,469,592	\$6,423,214
Shared Expense	4,572,380	5,158,913	5,199,585
State: Other Categorical Aid	690,645	575,056	547,440
Federal Aid	943,743	1,011,353	947,129
Total	<u>\$12,787,694</u>	<u>\$13,214,914</u>	<u>\$13,117,368</u>

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 \$364,822 which is an increase from FY2021-2022 due to the anticipation of an agency entering into a new loan agreement with the county. 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 \$402,400 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 \$1.98 million which increased from FY2021-2022 due to increased billing rates approved by the board effective January 1, 2022. 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, Virginia			
Revenue Calculation			
FY2022 Revised FY2023 Original			
11010 Real Estate Taxes			
	<u>FY2022</u>		<u>FY2023</u>
Tax Year 2021		Tax Year 2022	
Assessment	7,701,137,548	Prior year assessment	7,701,137,548
Rate	0.0063	1% growth	77,011,375
	48,517,167	Estimated Assessment	7,778,148,923
Collections rate	97.00%	Rate	0.0063
	47,061,652		49,002,338
Less FY21 collections	(22,934,196)	Collections percentage	48.00%
	24,127,456	Total levy	23,521,122
Less TIF to be paid	(439,063)	Collection rate	97.00%
Less Veteran exemption	(265,456)	First half collections	22,815,489
Total	23,422,936		
		Total levy	49,002,338
		Collection percentage	52%
			25,481,216
		Collections rate	97.00%
		Total levy	24,716,779
		Less Estimated TIF	(439,063)
		Less Veteran exemptions	(265,456)
		Second half collections	24,012,260
Revised budget amount	23,422,936	Revised budget amount	22,815,400
		Original budget amount	24,012,200
		Carryforward to 2023 taxes	22,815,400

11020 Public Service Corporation Taxes-Real Estate			
	<u>FY2022</u>		<u>FY2023</u>
Tax Year 2021		Tax Year 2022	
Actual collections-second half	1,422,431	2021 levy	2,895,682
		fourth year of reassessment	93.90%
			2,719,046
		Treasurer bill first half	1,431,700
		Remainder to be billed	1,463,900
		Treasurer bill first half-2023	1,359,523
Revised budget amount	1,422,431	Revised budget amount	1,431,700
		Original budget amount	1,463,900
		Carry forward to 2023 taxes	1,359,500
11030 Personal Property Taxes			
	<u>FY2022</u>		<u>FY2023</u>
Tax Year 2021		Tax Year 2021	
2.00:		2.00:	
Assessment	139,754,180	Prior year assessment	139,754,180
Rate	0.0200	Growth	101.00%
	2,795,084	Estimated Assessment	141,151,722
		Rate	0.0200
			2,823,034
2.60:		2.60:	
Assessment	705,930,110	Prior year assessment	705,930,110
Rate	0.0260	Growth	103.00%
	18,354,183	Estimated Assessment	727,108,013
		Rate	0.0260
			18,904,808
Total levy	21,149,266	Total levy	21,727,843
Collections rate	96.0%	Collections rate	96.0%
	20,303,296		20,858,729
Less PPTRA	(4,295,993)	Less PPTRA	(4,295,993)
Less TIF	(86,240)	Less TIF	(59,908)
	15,921,063		16,502,828
Revised budget amount	15,921,000	Original budget amount	16,502,800

11030 Mobile Homes			
	<u>FY2022</u>		<u>FY2023</u>
Tax Year 2021		Tax Year 2022	
Assessment	35,874,870	Prior year assessment	35,874,870
Rate	0.0063	Growth	100.00%
	226,012	Estimated Assessment	35,874,870
Collections rate	93%	Rate	0.0063
	210,191		226,012
		Collections rate, prior year	96%
		Total levy	216,971
Revised budget amount	210,190	Original budget amount	216,970
11040 Machinery & Tools			
	<u>FY2022</u>		<u>FY2023</u>
Tax Year 2021		Tax Year 2022	
Assessment	264,108,470	Prior year assessment	264,108,470
Rate	0.0200	No growth	100.00%
	5,282,169	Estimated Assessment	264,108,470
Collections rate	100%	Rate	0.0200
	5,282,169		5,282,169
Less TIF paid	(763,003)	Collections rate	100%
	4,519,166	Total levy	5,282,169
		Less TIF estimate	(695,486)
Delinquents	-		4,586,683
Revised budget amount	4,519,100	Original budget amount	4,586,600

COUNTY OF AUGUSTA						
REVENUE BY DEPARTMENT						
FY2023						
		General		Department		Total
		<u>Tax Base</u>	<u>Percent</u>	<u>Revenue</u>	<u>Percent</u>	<u>Expenditures</u>
11010	Board of Supervisors	162,667	100%	-	0%	162,667
12010	County Administrator	1,072,913	100%	-	0%	1,072,913
12030	Personnel	273,102	85%	50,000	15%	323,102
12040	County Attorney	507,498	100%	-	0%	507,498
12090	Commissioner of Revenue	882,917	76%	280,862	24%	1,163,779
12100	Reassessment (from fund bal)	535,185	100%	-	0%	535,185
12110	Board of Equalization	-	-	-	-	-
12130	Treasurer	377,021	58%	275,415	42%	652,436
12150	Finance	427,415	100%	-	0%	427,415
12200	Information Technology	1,020,460	94%	64,894	6%	1,085,354
13010	Registrar	376,511	84%	74,152	16%	450,663
21010	Circuit Court Judge	192,965	100%	-	0%	192,965
21020	General District Court	6,500	100%	-	0%	6,500
21030	Magistrate	4,457	100%	-	0%	4,457
21060	Circuit Court Clerk	396,511	34%	784,971	66%	1,181,482
22010	Commonwealth Attorney	670,879	37%	1,145,117	63%	1,815,996
31020	Sheriff	4,913,602	56%	3,938,117	44%	8,851,719
31040	Emergency Operations	2,020,330	89%	257,000	11%	2,277,330
32010	Fire & Rescue	9,453,956	88%	1,244,876	12%	10,698,832
32020	Volunteer Fire & Rescue	1,952,919	100%	-	0%	1,952,919
32030	Fire Training	623,159	100%	-	0%	623,159
32040	SAFER	-	0%	-	0%	-
33030	J&D Court Clerk	22,936	75%	7,600	25%	30,536
33040	Court Services	4,436	100%	-	0%	4,436
33050	Juvenile & Probation	2,817,865	99%	28,400	1%	2,846,265
34010	Building Inspections	73,606	16%	375,500	84%	449,106
35010	Animal Control	501,116	88%	66,700	12%	567,816
35050	Emergency Management	99,492	100%	-	0%	99,492
41020	Highways & Roads	20,000	100%	-	0%	20,000
41040	Street Lights	121,000	100%	-	0%	121,000
42010	Sanitation & Waste	523,330	22%	1,865,200	78%	2,388,530
42020	Recycling Program	158,600	100%	-	0%	158,600
43010	Maintenance	2,243,059	100%	1,962	0%	2,245,021
51010	Health Department	603,927	96%	24,200	4%	628,127
51020	Tax Relief for the Elderly	363,115	100%	-	0%	363,115
71010	Parks & Recreation	451,105	48%	479,580	52%	930,685
71020	Natural Chimneys	-	#DIV/0!	-	#DIV/0!	-
73010	Library	1,491,079	89%	187,858	11%	1,678,937
73020	Churchville Library	-	#DIV/0!	-	#DIV/0!	-
81010	Community Development	1,098,498	89%	142,600	11%	1,241,098
81020	Tourism	357,267	99%	4,500	1%	361,767
81050	Economic Development	330,304	100%	-	0%	330,304
83010	Extension Office	122,953	100%	-	0%	122,953
83050	County Farm	2,760	41%	4,000	59%	6,760
92020	Non-Departmental	1,314,636	100%	-	0%	1,314,636
92030	Contributions	485,547	100%	-	0%	485,547
92040	Contingency	55,000	100%	-	0%	55,000
94000	Transfers to Other Funds	62,450,352	100%	-	0%	62,450,352
	TOTAL	101,582,950	90%	11,303,504	10%	112,886,454
		101,582,950		11,303,504		112,886,454

LOCAL TAXES

Real Estate	\$.63
Real Estate- Fire Tax	-0-
Personal Property Tax - Vehicles	\$2.60
- 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	6% max.
Transient Occupancy Tax	2% max.
Cigarette Tax	4% Tourism \$.15 per pack (\$.40/max)
Admission Tax	-0- GA
Legal Document Tax	
- Recordation	8.3% max.
- Wills	3.3% max.
Bank Franchise Tax (80% of State Tax)	80% max.
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

TAX RATES SOURCE

Fiscal Period	Real Estate	Personal Property	Public Service Corp.	Machinery & Tools
77-78 to 80-81	0.50	3.10	3.10 Per. Prop. 0.50 Real Estate	3.10
81-82	0.45	3.10	3.10 Per. Prop. 0.45 Real Estate	3.10
82-83	0.48	3.10	3.10 Per. Prop. 0.48 Real Estate	3.10
83-84	0.55	3.10	3.10 Per. Prop. 0.55 Real Estate	3.10
84-85	0.60	3.10	3.10 Per. Prop. 0.60 Real Estate	3.10
85-86 to 94-95	0.58	3.10	3.10 Per. Prop. 0.58 Real Estate	3.10
95-96 to 07-08*	0.58	1.90	1.90 Per. Prop. 0.58 Real Estate	1.90
08-09	0.58	2.25 Vehicles 1.90 Other Per. Prop.	1.90 Per. Prop. 0.58 Real Estate	1.90
09-10 to 11-12	0.48	2.25 Vehicles 1.90 Other Per. Prop.	1.90 Per. Prop. 0.48 Real Estate	1.90
12-13	0.48	2.50 Vehicles 1.90 Other Per. Prop.	1.90 Per. Prop. 0.48 Real Estate	1.90
13-14	0.51	2.50 Vehicles 1.90 Other Per. Prop.	1.90 Per. Prop. 0.51 Real Estate	1.90
14-15	0.56	2.50 Vehicles 1.90 Other Per. Prop.	1.90 Per. Prop. 0.56 Real Estate	1.90
15-16 to 17-18	0.58	2.50 Personal Property 2.00 Business Personal Property, Large Trucks, Trailers	2.00 Per. Prop. 0.58 Real Estate	2.00
18-19 to 20-21	0.63	2.50 Personal Property 2.00 Business Personal Property, Large Trucks, Trailers	2.00 Per. Prop. 0.63 Real Estate	2.00
21-22	0.63	2.60 Personal Property 2.00 Business Personal Property, Large Trucks, Trailers	2.00 Per. Prop. 0.63 Real Estate	2.00

Revised Budget General Fund Expenditures

Fiscal Year 2021-2022 revised budget totals \$50.2 million in general fund expenditures, excluding transfers. This represents an increase of 9.92% or \$4,982,206 compared to adopted FY2021-2022 budget. The chart below outlines the major expenditure categories:

Adopted budget	\$	45,258,842
Increases:		
Conservation of escrows		2,743,281
Operations adjustments		2,238,925
Revised Budget	\$	50,241,048

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 FY22. An increase allows for the FY22 budget to continue to utilize the escrow balances, as they will not be depleted as quickly. A decrease utilizes more funding in FY22.

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 \$2,238,925 in the revised budget.

Total Expenditures

Fiscal Year 2022-2023 budget for all funds are listed below.

Augusta County Fiscal Year 2022-2023 Total Expenditures-All Funds

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
General Operating Fund					
General Government Administration	\$5,116,260	\$5,241,767	\$5,810,994	\$6,381,012	22%
Judicial Administration	2,699,429	2,831,024	3,140,230	3,201,400	13%
Public Safety	25,194,290	24,328,615	29,033,660	28,401,610	17%
Public Works	4,442,182	4,647,202	5,021,866	4,933,151	6%
Health & Public Assistance	935,806	954,980	954,980	991,242	4%
Cultural	2,074,170	2,410,374	2,419,009	2,609,622	8%
Community Development	1,699,448	1,794,680	2,101,639	2,062,882	15%
Non-departmental & Contingencies	73,262,908	64,944,098	70,169,860	64,305,535	-1%
Subtotal-General Operating Fund	\$115,424,493	\$107,152,740	\$118,652,238	\$112,886,454	5%
Other:					
Fire Revolving Loan Fund	\$51,685	\$605,000	\$605,000	\$605,000	0%
Asset Forfeiture Fund	\$36,301	\$48,000	\$47,500	\$48,000	0%
Economic Development Fund	\$168,835	\$527,300	\$461,900	\$402,400	-24%
Revenue Recovery Fund	\$1,733,359	\$1,798,070	\$1,963,500	\$1,985,000	10%
CARES Fund	\$10,271,491	\$0	\$1,333,531	\$8,083,025	0%
Virginia Public Assistance Fund	\$12,736,258	\$13,568,251	\$13,568,251	\$14,419,765	6%
Children’s Services Act Fund	\$4,880,381	\$5,269,000	\$5,800,000	\$5,500,000	4%
School Operating Fund	\$0	\$0	\$0	\$0	0%
School Cafeteria Fund	\$0	\$0	\$0	\$0	0%
School Capital Improvement Fund	\$0	\$0	\$0	\$0	0%
Debt Fund	\$7,941,782	\$7,829,364	\$7,817,202	\$8,180,811	4%
Head Start Fund	\$0	\$0	\$0	\$0	0%
Governor's School Fund	\$0	\$0	\$0	\$0	0%
County Capital Improvement Fund	\$7,471,139	\$7,775,519	\$7,773,260	\$11,747,284	51%
Total Revenues	\$160,715,724	\$144,573,244	\$158,022,382	\$163,857,739	0%

*School Funds details were unavailable at time of printing, totals provided by School Finance Dept.

The General Government contributes to the Schools operations, capital (Buses) and debt service. Below is a breakdown of allocation for FY2022-2023

Fund	Transferred to	Total FY23
General Fund (11)	School Operating (41)	\$ 47,743,342
General Fund (11)	School Capital (44)	\$ 1,080,000
General Fund (11)	Debt Fund (45)	\$ 7,256,250
		\$ 56,079,592

General Government

Employee Compensation – The FY2022-2023 recommended budget does include a pay and reclassification study conducted by Human Resources. The goal of this study is to ensure that the County is competitive in terms of salary with other surrounding localities and to aid in retention of valuable staff. This recommended budget also includes a 3% merit/COLA pay increases for full-time employees of the County which would be effective January 1, 2023. The balanced budget does include a 5% pay increase for Constitutional Officers (employees of these offices fall under the County compensation plan and would benefit from the pay and reclass and 3%) that is anticipated to be included in the state budget.

Employee Health Insurance – The County participates in the SAW Consortium for Health Insurance Consortium. The adopted budget includes a 0% increase in health insurance rates. The County continues to pay 97% of single coverage premiums, 81% of Spouse, and 78% for family coverage. The projection above is a worst case scenario based on consultant advice.

New Positions –FY23 requests included 28 position requests by departments all across the County. The largest request was for 13 School Resource officers at the Sheriff’s office. Other requests included Requests included two trainers for Fire & Rescue training division, permit specialist, tax collector for the Treasurer’s office, library assistant at Stuarts Draft, a historical records archivist at the Clerk of the Circuit Courts office, an E&S inspector, as well as five other requested positions for the Sheriff’s office. While the County found merit in all requested positions we were unable to work them into the recommended balanced budget for FY2022-2023 with the current projected revenues.

General Government Administration

The General Government Administration includes all core service departments within the County as well as the Board of Elections and Board of Supervisors. Overall there was an 22% increase when compared to the FY22 original adopted budget. All departments had increases in the personnel budgets due to the pay and reclassification study. There were also increases in operating budgets directly related to inflation.

Judicial Administration

Judicial Administration had a 13% increase overall. All departments had increases in the personnel budgets due to the pay and reclassification study. The Clerk of the Circuit had the largest increase in operating at 28.5%, this was due to receiving a second state grant to restore historical records. The Commonwealth Attorney’s office is in their second year of a federal 3-year Opioid grant, that will cover operating expenses for that program.

Public Safety

Public Safety continues to be a priority for the County, when compared to the FY22 adopted budget, the overall increase totaled 6%. The Sheriff had a 16% increase over FY22 adopted overall due to the pay and reclass study by HR and operating increases directly related to inflation. Fire and Rescue had an increase of 23.3% in career due to the pay and reclassification study and the addition of 15 new positions. Fire and Rescue Training had a 21.6%

decrease in operating due to the conclusion of an AFG grant that concluded in FY21, a year earlier than expected. All departments had increases in the personnel budgets due to the pay and reclassification study. There were also increases in operating budgets directly related to inflation.

Public Works

Public Works, as a whole, had an increase of 6% or \$285,949. This increase was due to the pay and reclassification study by HR as well as operating increases directly tied to inflation.

Cultural

Cultural budget overall increased by 8% or \$199,248. All departments had increases in the personnel budgets due to the pay and reclassification study. Parks and Recreation continues to recover with its programming as we push through year two of the pandemic.

Community Development

Community Development budget increased 15% overall this is mainly due to restoring the allocation to the tourism budget that is based on a revenue sharing formula with meals and lodging. In previous years this allocation was reduced due to reduced meals and lodging revenue. Community Development increased 10% over FY22 adopted budget mainly due to the pay and reclassification study by HR.

Health and Public Assistance

Overall budget for Health and Public Assistance increased by 4% or \$36,262. The health department funding increased 8% when compared to the prior fiscal year. Tax Relief for the Elderly decreased by 3% when based on a three-year average.

Debt Service

The total Debt Service budget for FY23 totals \$8.1 million, which reflects a increase of 4% or \$351,447 over the prior fiscal year original budget due to the inclusion of an interest only payment for new bonds to be issued in the spring of 2022 for two middle school projects. This will be the first of two bond sales to cover the construction of these two projects.

Schools

The Count contributes to the schools in several ways. The combined County contribution to the Augusta County Public Schools totals \$56 million. This represents an increase of 2.96% compared to the prior year's contribution of \$54.4 million. This figure includes the transfer to the School capital account for buses and the transfer to the debt fund for debt service. A full chart with details can be found on the preceding page.

Capital Projects

The Fiscal Year 2022-2023 budget includes funding in the amount of \$11,747,284 for capital projects. Capital projects consist of several categories: infrastructure, depreciation accounts and current projects. Infrastructure accounts are designated by district and used upon Board approval for district specific projects. Budgeted items include Board approvals known at the time of budget preparation and appropriation. Depreciation accounts are savings for repair and replacement of equipment and buildings currently in use. These accounts are typically funded through year end fund balances. Current projects may be funded through prior appropriations or debt service. The adopted budget does not include capital projects previously approved by the Board of Supervisors and currently in progress.

Fund Balances

See attached:

1. FY2022-2023 Recommended Budget
2. FY2021-22 Proposed Revised Budget
3. FY2021-2022 Original Adopted Budget

COUNTY OF AUGUSTA

RECOMMENDED

2022-2023

FUND	BALANCE 7/1/2022	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2023
GENERAL OPERATING FUND	6,500,000	111,057,013	1,300,256	118,857,269	50,436,102	62,450,352	5,970,815
FIRE REVOLVING LOAN FUND	2,995,149	364,822	-	3,359,971	605,000	-	2,754,971
ASSET FORFEITURE FUND	175,374	12,300	-	187,674	48,000	-	139,674
ECONOMIC DEVELOPMENT FUND	(0)	402,400	-	402,400	402,400	-	(0)
REVENUE RECOVERY FUND	1,518,200	1,825,000	160,000	3,503,200	743,624	1,241,376	1,518,200
ARPA FUND	13,645,869	37,156	-	13,683,025	8,083,025	-	5,600,000
VIRGINIA PUBLIC ASSISTANCE	6,458	12,913,729	1,506,036	14,426,223	14,419,765	-	6,458
CSA	-	3,540,000	1,960,000	5,500,000	5,500,000	-	-
SCHOOL OPERATING FUND-GROWTH	3,000	-	47,743,342	47,746,342	47,743,342	-	3,000
SCHOOL CAFETERIA FUND	2,399,962	-	-	2,399,962	-	-	2,399,962
SCHOOL CAPITAL IMPROVEMENT	1,953,346	-	1,080,000	3,033,346	1,080,000	-	1,953,346
DEBT FUND	(0)	33,300	8,147,511	8,180,811	8,180,811	-	(0)
HEAD START FUND	8,837	-	-	8,837	-	-	8,837
GOVERNOR'S SCHOOL FUND	524,756	-	-	524,756	-	-	524,756
COUNTY CAPITAL IMPROVEMENT	52,471,145	6,940,421	3,300,738	62,712,304	10,241,129	1,506,155	50,965,020
TOTALS	82,202,095	137,126,141	65,197,883	284,526,119	147,483,198	65,197,883	71,845,038

*School budget figures were not available at time of printing

71,845,038

COUNTY OF AUGUSTA

REVISED

2021-2022

FUND	BALANCE 7/1/2021	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2022
GENERAL OPERATING FUND	12,594,943	110,417,319	2,139,976	125,152,238	50,241,048	68,411,190	6,500,000
FIRE REVOLVING LOAN FUND	3,219,746	380,403	-	3,600,149	605,000	-	2,995,149
ASSET FORFEITURE FUND	133,244	89,630	-	222,874	47,500	-	175,374
ECONOMIC DEVELOPMENT FUND	(0)	461,900	-	461,900	461,900	-	(0)
REVENUE RECOVERY FUND	1,518,200	1,803,500	160,000	3,481,700	832,699	1,130,801	1,518,200
ARPA FUND	7,342,721	7,636,679	-	14,979,400	351,531	982,000	13,645,869
VIRGINIA PUBLIC ASSISTANCE	6,458	12,191,341	1,376,910	13,574,709	13,568,251	-	6,458
CSA	-	3,719,000	2,081,000	5,800,000	5,800,000	-	-
SCHOOL OPERATING FUND-GROWTH	3,000	-	46,128,652	46,131,652	46,128,652	-	3,000
SCHOOL CAFETERIA FUND	2,399,962	-	-	2,399,962	-	-	2,399,962
SCHOOL CAPITAL IMPROVEMENT	1,953,346	-	1,080,000	3,033,346	1,080,000	-	1,953,346
DEBT FUND	(0)	48,371	7,768,831	7,817,202	7,817,202	-	(0)
HEAD START FUND	8,837	-	-	8,837	-	-	8,837
GOVERNOR'S SCHOOL FUND	524,756	-	-	524,756	-	-	524,756
COUNTY CAPITAL IMPROVEMENT	43,842,440	5,729,906	10,672,059	60,244,405	6,889,823	883,437	52,471,145
TOTALS	73,547,652	142,478,049	71,407,428	287,433,129	133,823,606	71,407,428	82,202,095

*School budget figures were not available at time of printing

82,202,095

COUNTY OF AUGUSTA

Adopted

2021-2022

FUND	BALANCE 7/1/2021	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2022
GENERAL OPERATING FUND	6,500,000	105,969,140	1,183,600	113,652,740	45,258,842	61,893,898	6,500,000
FIRE REVOLVING LOAN FUND	2,602,531	339,236	-	2,941,767	605,000	-	2,336,767
ASSET FORFEITURE FUND	62,748	12,300	-	75,048	48,000	-	27,048
ECONOMIC DEVELOPMENT FUND	-	527,300	-	527,300	527,300	-	-
REVENUE RECOVERY FUND	1,250,114	1,638,070	160,000	3,048,184	614,470	1,183,600	1,250,114
CARES FUND	0	-	-	0	-	-	-
VIRGINIA PUBLIC ASSISTANCE	6,458	12,191,341	1,376,910	13,574,709	13,568,251	-	6,458
CSA	-	3,719,000	1,550,000	5,269,000	5,269,000	-	-
SCHOOL OPERATING FUND-GROWTH	3,000	70,730,583	46,128,652	116,862,235	116,859,235	-	3,000
SCHOOL CAFETERIA FUND	2,122,065	4,439,300	-	6,561,365	5,369,681	-	1,191,684
SCHOOL CAPITAL IMPROVEMENT	3,469,152	27,771	1,080,000	4,576,923	1,474,300	-	3,102,623
DEBT FUND	-	34,800	7,794,564	7,829,364	7,829,364	-	-
HEAD START FUND	8,160	3,044,944	-	3,053,104	3,053,104	-	0
GOVERNOR'S SCHOOL FUND	545,375	1,901,805	-	2,447,180	1,886,055	-	561,125
COUNTY CAPITAL IMPROVEMENT	28,618,274	2,449,385	4,564,953	35,632,612	7,014,338	761,181	27,857,093
TOTALS	45,187,877	207,024,975	63,838,679	316,051,531	209,376,940	63,838,679	42,835,912

42,835,912

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Revenue Summary

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FUND #011 GENERAL OPERATING FUND

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2019 ACTUAL	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	ADOPTED BUDGET	Actual 2022/02 ACTUAL	Projected ACTUAL	Dept FY/2023 REQUEST	Admin FY/2023 RECOMMEND	Adopted FY/2023 BUDGET
999	GENERAL OPERATING FUND									
11000	GENERAL PROPERTY TAXES									
011010-0002	DELINQUENT TAXES-REAL ESTATE	(741,432)	(512,692)	67,088	(638,000)	(645,728)	(800,000)	(638,000)	(638,000)	
011010-0003	LAND REDEMPTIONS									
011010-0005	LAND USE ROLL-BACK TAXES	(172,002)	(173,734)	(210,780)	(173,000)	(114,796)	(180,800)	(185,500)	(185,500)	
011010-0010	ADVERTISING FEES-DEL TAXES	(417)				(191)	(300)	(300)	(300)	
011010-0011	ATTORNEY'S FEES-DEL TAXES	(973)				(2,040)	(300)	(300)	(300)	
011010-2018	2018 CURRENT TAXES-R.E.	(21,877,510)								
011010-2019	2019 CURRENT TAXES-R.E.	(22,256,574)	(23,692,352)							
011010-2020	2020 CURRENT TAXES-R.E.		(24,370,748)			533				
011010-2021	2021 CURRENT TAXES-R.E.		(22,934,196)		(24,270,500)	(24,120,360)	(23,422,936)			
011010-2022	2022 CURRENT TAXES-R.E.				(22,750,100)		(22,815,400)	(24,012,200)	(24,012,200)	
011010-2023	2023 CURRENT TAXES-R.E.							(22,815,400)	(22,815,400)	
	TOTAL DEPARTMENT	(45,048,908)	(46,583,690)	(47,448,636)	(47,831,600)	(24,782,582)	(47,219,203)	(47,651,700)	(47,651,700)	
011020-0002	DELINQUENT PUBLIC SERVICE R.									
011020-0003	CURRENT TAXES-P-PUB. SERV	(21,448)	(22,467)	(18,588)	(16,450)	(20,250)	(20,250)	(16,402)	(16,402)	
011020-2017	2017 R.E.-PUBLIC SERVICE		1							
011020-2018	2018 R.E.-PUBLIC SERVICE	(1,456,713)								
011020-2019	2019 R.E.-PUBLIC SERVICE	(1,424,708)	(1,419,625)	(1,460,714)		6,949	6,949			
011020-2020	2020 R.E.-PUBLIC SERVICE		(1,422,167)	(1,441,115)		(1,422,431)	(1,422,431)	(1,463,900)	(1,463,900)	
011020-2021	2021 R.E.-PUBLIC SERVICE				(1,265,300)	(1,422,431)	(1,431,700)	(1,359,500)	(1,359,500)	
011020-2022	2022 R.E.-PUBLIC SERVICE				(1,353,200)			(2,839,802)	(2,839,802)	
011020-2023	2023 R.E.-PUBLIC SERVICE									
	TOTAL DEPARTMENT	(2,902,869)	(2,864,257)	(2,920,417)	(2,634,950)	(1,435,732)	(2,867,432)	(2,839,802)	(2,839,802)	
011030-0001	CURRENT TAXES-PERSONAL PROPE	(12,079,373)	(12,909,768)	(13,482,876)	(14,338,298)	(14,782,219)	(15,921,000)	(16,502,800)	(16,502,800)	
011030-0002	DELINQUENT TAXES-PERSONAL PR	(588,188)	(375,976)	(195,275)	(310,000)	(107,391)	(270,000)	(319,000)	(319,000)	
011030-0003	MOBILE HOME TAXES	(239,420)	(199,210)	(204,657)	(203,000)	(181,055)	(210,190)	(216,970)	(216,970)	
	TOTAL DEPARTMENT	(12,906,981)	(13,484,954)	(13,882,808)	(14,851,298)	(15,070,665)	(16,401,190)	(17,038,770)	(17,038,770)	
011040-0001	CURRENT TAXES-MACHINERY & TO	(4,162,444)	(4,617,605)	(4,388,482)	(4,374,000)	(5,282,958)	(4,519,100)	(4,586,600)	(4,586,600)	
	TOTAL DEPARTMENT	(4,162,444)	(4,617,605)	(4,388,482)	(4,374,000)	(5,282,958)	(4,519,100)	(4,586,600)	(4,586,600)	
011060-0001	PENALTIES	(503,609)	(473,067)	(581,345)	(437,000)	(314,629)	(473,000)	(474,000)	(474,000)	
011060-0002	INTEREST	(686,448)	(455,933)	(115,263)	(455,000)	(381,581)	(473,000)	(467,000)	(467,000)	
	TOTAL DEPARTMENT	(1,190,057)	(929,000)	(696,608)	(892,000)	(696,210)	(946,000)	(941,000)	(941,000)	
	GENERAL PROPERTY TAXES	(66,211,259)	(68,479,506)	(69,336,951)	(70,583,848)	(47,268,147)	(71,952,925)	(73,057,872)	(73,057,872)	

013030-0035	AMUSEMENT DEVICE PERMITS	(75)	(225)	(140)	(300)	(700)	(300)	(300)	(300)	(300)
013030-0036	EROSION & SEDIMENT CONTROL F	(2,650)	(7,150)	(4,300)	(6,000)	(700)	(5,000)	(6,000)	(6,000)	(6,000)
013030-0037	SITE PLAN FEES	(8,085)	(5,275)	(12,120)	(8,000)	(7,960)	(10,000)	(8,500)	(8,500)	(8,500)
013030-0038	SANITATION FEES	(20,880)	(24,840)	(27,000)	(22,000)	(15,720)	(22,000)	(24,200)	(24,200)	(24,200)
013030-0039	ADMINISTRATIVE PERMITS	(3,010)	(2,570)	(3,170)	(3,000)	(6,825)	(9,000)	(3,000)	(3,000)	(3,000)
	TOTAL DEPARTMENT	(570,986)	(606,142)	(597,355)	(579,300)	(625,054)	(823,300)	(585,900)	(585,900)	(585,900)
	PERMITS, PRIV. FEES-REG. LIC	(611,934)	(645,390)	(643,904)	(629,600)	(643,463)	(871,400)	(634,000)	(634,000)	(634,000)
	FINES & FORFEITURES									
014010-0001	COUNTY FINES & FORFEITURES	(331,106)	(266,817)	(226,450)	(310,000)	(155,884)	(280,000)	(275,000)	(275,000)	(275,000)
014010-0003	VEHICLE VIOLATIONS	(470)	(320)	(15)	(350)	(15)	(150)	(150)	(150)	(150)
014010-0004	DOG VIOLATION FINES	(16,576)	(18,153)	(13,410)	(18,800)	(6,771)	(16,000)	(16,000)	(16,000)	(16,000)
	TOTAL DEPARTMENT	(348,154)	(285,290)	(239,875)	(329,150)	(162,655)	(296,150)	(291,150)	(291,150)	(291,150)
	FINES & FORFEITURES	(348,154)	(285,290)	(239,875)	(329,150)	(162,655)	(296,150)	(291,150)	(291,150)	(291,150)
	REV. USE OF MONEY & PROPERTY									
015010-0001	INTEREST ON BANK DEPOSITS	(932,564)	(774,115)	(299,476)	(297,000)	(235,347)	(320,000)	(320,000)	(320,000)	(320,000)
	TOTAL DEPARTMENT	(932,564)	(774,115)	(299,476)	(297,000)	(235,347)	(320,000)	(320,000)	(320,000)	(320,000)
	RENTAL ON GENERAL PROPERTY	(313,166)	(321,105)	(329,985)	(321,105)	(154,472)	(322,584)	(322,584)	(322,584)	(322,584)
015020-0004	GIS SALES	(20)			(2,000)	(10)	(10)			
015020-0005	SALE OF GOVERNMENT VEHICLES				(4,000)	(2,910)	(4,000)	(3,500)	(3,500)	(3,500)
015020-0006	SALE OF MATERIALS & SUPPLIES	(4,087)	(2,623)	(29,792)	(4,000)					
	RENTAL ON GENERAL PROPERTY									
015020-0007	SALE OF SALVAGE & SURPLUS	(9,107)	(2,008)	(11,694)	(4,500)	(93)	(2,500)	(3,000)	(3,000)	(3,000)
015020-0008	SALE OF RECYCLABLE MATERIALS	(1,124)	(432)	(15,782)	(5,500)	(45,940)	(30,000)	(7,600)	(7,600)	(7,600)
015020-0009	SALE OF MATERIALS & SUPPLIES	(36,674)	(42,961)	(52,341)	(42,000)	(31,233)	(42,000)	(44,000)	(44,000)	(44,000)
015020-0011	BERRY FARM/MILL PLACE OPERAT	(4,000)	(4,000)	(4,000)	(4,000)	(2,000)	(4,000)	(4,000)	(4,000)	(4,000)
015020-0013	UNCLAIMED ABANDONED PROPERTY			(1,300)	(7,550)					
	TOTAL DEPARTMENT	(368,178)	(373,129)	(444,894)	(383,105)	(244,208)	(412,644)	(384,684)	(384,684)	(384,684)
	REV. USE OF MONEY & PROPERT	(1,300,742)	(1,147,244)	(744,370)	(680,105)	(479,555)	(732,644)	(704,684)	(704,684)	(704,684)
	CHARGES FOR SERVICES									
016010-0002	EXCESS FEES-CLK OF CIRCUIT C	(18,582)	(22,824)	(28,558)	(24,000)	(3,609)	(25,250)	(25,250)	(25,250)	(25,250)
016010-0003	SHERIFF'S FEES	(3,609)	(3,609)	(3,609)	(3,600)	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)
016010-0004	CRIMINAL RECORDS CHECK-SHERI	(2,266)	(1,560)	(2,221)	(2,400)	(1,640)	(2,000)	(2,500)	(2,500)	(2,500)
016010-0005	COURTHOUSE FEES	(72,973)	(56,331)	(51,960)	(58,700)	(29,811)	(52,000)	(60,400)	(60,400)	(60,400)
016010-0006	TREASURER'S COLLECTIONS FEES	(77,292)	(113,337)	(86,949)	(75,200)	(19,055)	(75,200)	(84,900)	(84,900)	(84,900)
016010-0007	CONCEALED WEAPONS PERMITS	(41,111)	(49,569)	(71,915)	(42,800)	(24,605)	(42,800)	(42,800)	(42,800)	(42,800)
016010-0008	COURTHOUSE SECURITY FEES	(123,292)	(91,849)	(151,592)	(112,000)	(93,243)	(158,000)	(128,500)	(128,500)	(128,500)
016010-0009	TREASURER'S ADMINISTRATIVE F	(10,682)	(15,083)	(5,684)	(5,600)	(3,005)	(5,600)	(5,600)	(5,600)	(5,600)
016010-0010	E-SUMMONS FEES	(35,984)	(25,812)	(24,582)	(40,200)	(12,305)	(24,500)	(36,500)	(36,500)	(36,500)
	TOTAL DEPARTMENT	(385,791)	(378,974)	(427,070)	(364,500)	(187,273)	(388,959)	(390,059)	(390,059)	(390,059)
	COMMONWEALTH ATTORNEY FEES	(7,947)	(7,439)	(9,369)	(7,300)	(5,715)	(7,300)	(8,200)	(8,200)	(8,200)
	TOTAL DEPARTMENT	(7,947)	(7,439)	(9,369)	(7,300)	(5,715)	(7,300)	(8,200)	(8,200)	(8,200)
	MISCELLANEOUS JAIL FEES	(24,641)	(33,910)	(26,773)	(22,000)	(23,183)	(30,000)	(28,400)	(28,400)	(28,400)
	TOTAL DEPARTMENT	(24,641)	(33,910)	(26,773)	(22,000)	(23,183)	(30,000)	(28,400)	(28,400)	(28,400)
	LANDFILL TIPPING FEES	(2,072,316)	(1,711,376)	(1,656,855)	(1,700,000)	(811,150)	(1,847,200)	(1,847,200)	(1,847,200)	(1,847,200)
	TOTAL DEPARTMENT	(2,072,316)	(1,711,376)	(1,656,855)	(1,700,000)	(811,150)	(1,847,200)	(1,847,200)	(1,847,200)	(1,847,200)

016130-0001	CAMPING FEES	(215,617)	(108,738)	(190,997)	(210,000)	(194,667)	(260,000)	(270,000)	(270,000)
016130-0002	VISITOR FEES	(400)	(4)						
016130-0003	EVENT FEES	(2,855)	(6,960)	(250)	(8,500)	(1,390)	(6,000)	(10,000)	(10,000)
016130-0004	RENTAL FEES	(14,855)	(5,465)	(10,143)	(4,500)	(7,788)	(14,000)	(16,000)	(16,000)
016130-0005	FIREWOOD/SALES ITEMS	(5,879)	(4,033)	(4,370)	(8,500)	(5,634)	(11,000)	(20,000)	(20,000)
016130-0006	RECREATION FEES	(177,707)	(109,852)	(42)	(75,000)	(10,956)	(20,000)	(50,000)	(50,000)
016130-0007	C.A.R.E. PROGRAM FEES	(337,633)	(221,714)	(315)					
016130-0008	KIDS CAMP FEES	(135,834)	36,887	(242)	(125,000)		(68,000)	(83,500)	(83,500)
016130-0010	POOL FEES	(35,803)	(21,666)	(10,270)	(25,000)	(16,953)	(28,000)	(30,000)	(30,000)
	TOTAL DEPARTMENT	(926,383)	(441,545)	(216,629)	(456,500)	(237,388)	(407,000)	(479,500)	(479,500)
016150-0001	LIBRARY FINES & FEES	(6,535)	(4,209)	(1,747)		(1,115)	(1,600)	(500)	(500)
016150-0002	LIBRARY COLLECTION FEES	(1,819)	(1,344)	(253)		(59)	(100)	(100)	(100)
	TOTAL DEPARTMENT	(8,354)	(5,553)	(2,000)		(1,174)	(1,700)	(600)	(600)
	CHARGES FOR SERVICES	(3,425,432)	(2,578,797)	(2,338,696)	(2,550,300)	(1,265,883)	(2,682,159)	(2,753,959)	(2,753,959)
	MISCELLANEOUS								
18000	MISCELLANEOUS								
018990-0003	DONATIONS & SPECIAL GIFTS								
018990-0006	MISCELLANEOUS	(1,502)	(10,267)	(315,308)	(5,000)	(9,977)	(15,000)	(5,000)	(5,000)
	TOTAL DEPARTMENT	(1,502)	(10,267)	(315,308)	(5,000)	(9,977)	(15,000)	(5,000)	(5,000)
	MISCELLANEOUS	(1,502)	(10,267)	(315,308)	(5,000)	(9,977)	(15,000)	(5,000)	(5,000)
19000	RECOVERED COSTS								
019120-0003	MRRJA RECOVERED COSTS	(114,200)	(124,273)	(133,491)	(142,879)		(142,879)	(50,000)	(50,000)
019120-0004	LIBRARY E-RATE REIMBURSEMENT	(3,854)			(10,000)	(2,860)	(3,000)	(3,000)	(3,000)
019120-0005	OTHER RECOVERED COSTS	(83,895)	(56,606)	(107,024)	(103,000)	(15,617)	(98,700)	(98,700)	(98,700)
019120-0006	ANIMAL CONTROL RESTITUTION P	(2,874)	(6,679)	(2,592)	(600)		(600)	(600)	(600)
	TOTAL DEPARTMENT	(204,823)	(187,558)	(243,107)	(256,479)	(18,477)	(245,039)	(152,300)	(152,300)
019330-0001	REIMB.-J & D COURT COST	(8,398)	(8,467)	(7,007)	(7,600)	(8,588)	(8,588)	(7,600)	(7,600)
	TOTAL DEPARTMENT	(8,398)	(8,467)	(7,007)	(7,600)	(8,588)	(8,588)	(7,600)	(7,600)
019340-0001	SALARIES & WAGES-CLK OF CIRC								
	RECOVERED COSTS		(196,025)	(250,114)	(264,079)	(27,065)	(253,627)	(159,900)	(159,900)
20000	REVENUE FROM THE COMMONWEALTH								
22000	REVENUE FROM THE COMMONWEALTH								
022010-0001	ABC PROFITS								
022010-0002	WINE TAXES								
022010-0003	MOTOR VEHICLE CARRIER TAXES	(82,687)	(79,871)	(77,968)	(83,500)	(76,581)	(76,581)	(76,581)	(76,581)
022010-0005	MOBILE HOME TITLING TAXES	(108,242)	(165,900)	(123,181)	(132,000)	(87,365)	(165,000)	(132,440)	(132,440)
022010-0006	TIMBER SALES-STATE	(15,045)	(10,304)	(1,258)	(1,800)	(1,598)	(1,598)	(1,800)	(1,800)
022010-0008	MOTOR VEHICLE LEASING TAXES	(83,128)	(87,892)	(71,427)	(77,500)	(71,916)	(80,816)	(80,816)	(80,816)
022010-0010	STATE RECORDATION TAX	(200,006)	(199,234)						
022010-0011	PERSONAL PROPERTY REIMB.	(4,295,993)	(4,295,993)	(4,295,993)	(4,296,000)	(4,081,193)	(4,296,000)	(4,296,000)	(4,296,000)
022010-0012	STATE COMMUNICATIONS TAXES	(2,148,907)	(2,070,423)	(1,893,277)	(1,950,000)	(1,192,729)	(1,792,300)	(1,792,300)	(1,792,300)
022010-0013	MOPED SALES TAX	(10,211)	(20,529)	(44,406)	(49,000)	(29,154)	(43,500)	(42,440)	(42,440)
022010-0014	GAMING REVENUES			(73,296)	(87,000)	(12,960)	(12,960)		
	ABC PROFITS								
022010-0015	PEER TO PEER VEHICLE SHARING			(120)		(443)	(837)	(837)	(837)
	TOTAL DEPARTMENT	(6,944,219)	(6,930,146)	(6,580,926)	(6,676,800)	(5,553,939)	(6,469,592)	(6,423,214)	(6,423,214)
	REVENUE FROM THE COMMONWEALTH	(6,944,219)	(6,930,146)	(6,580,926)	(6,676,800)	(5,553,939)	(6,469,592)	(6,423,214)	(6,423,214)

033010-0013	SAFER-HOMELAND SECURITY GRAN	(185,704)	(8,149)	(2,552)		(2,649)	(4,159)	(8,012)	(8,012)
033010-0015	BULLET PROOF VEST GRANT	(2,423)		(80,912)	(56,767)				
033010-0016	FIREFIGHTERS GRANT PROGRAM ((2,028)			(2,000)	(2,000)	(2,000)
033010-0017	TECH RESCUE			(49,883)			(27,348)		
033010-0018	AGSO CESF COVID GRANT CFDA 1			(66,962)	(194,450)	(79,359)	(194,450)	(193,154)	(193,154)
033010-0026	OPIOD & SUBSTANCE ABUSE GRAN			(943,743)	(985,192)	(128,744)	(1,011,353)	(947,129)	(947,129)
	TOTAL DEPARTMENT	(973,602)	(723,376)	(943,743)	(985,192)	(128,744)	(1,011,353)	(947,129)	(947,129)
	REVENUE FROM THE FEDERAL	(973,602)	(723,376)	(943,743)	(985,192)	(128,744)	(1,011,353)	(947,129)	(947,129)
41000	NON-REVENUE RECEIPTS								
41050	TRANSFERS FROM OTHER FUNDS								
041050-0015	TRANSFER FROM REVENUE RECOVER	(955,184)	(783,413)	(1,104,963)	(1,183,600)	(1,039,304)	(1,130,801)	(1,241,376)	(1,241,376)
041050-0020	TRANSFER FROM CARES FUND		(1,118,139)	(4,839,852)			(982,000)		
041050-0070	TRANSFER FROM CO. CAP. IMPR		(1,975,000)				(27,175)	(58,880)	(58,880)
	TOTAL DEPARTMENT	(955,184)	(3,876,551)	(5,944,815)	(1,183,600)	(1,039,304)	(2,139,976)	(1,300,256)	(1,300,256)
	NON-REVENUE RECEIPTS	(955,184)	(3,876,551)	(5,944,815)	(1,183,600)	(1,039,304)	(2,139,976)	(1,300,256)	(1,300,256)
	-TOTAL FOR FUND	(102,613,822)	(107,174,135)	(111,737,205)	(107,152,740)	(74,592,429)	(112,557,285)	(112,357,269)	(112,357,269)

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Expenditure Summary

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FUND #011 GENERAL OPERATING FUND

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED BUDGET	Actual 2022/02 ACTUAL	Projected PROXECTED ACTUAL	Dept FY/2023 REQUEST	Admin FY/2023 RECOMMEND	Adopted FY/2023 BUDGET
		FY/2019 ACTUAL	FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL								
999	GENERAL OPERATING FUND												
10000	GENERAL GOVERNMENT ADMIN												
11010	BOARD OF SUPERVISORS												
011010-1600	COMPENSATION OF MEMBERS	64,486	70,548	75,744	75,744	75,744	75,744	50,496	75,744	75,744	75,744	75,744	75,744
011010-2100	EMPLOYERS SHARE-FICA	4,397	4,760	5,061	5,061	5,061	5,061	3,473	5,061	5,061	5,061	5,061	5,061
011010-2300	EMPLOYERS SHARE-HOSPITALIZAT	16,096	16,188	17,328	17,328	17,328	17,328	11,312	17,328	17,328	17,328	17,688	17,688
011010-3120	CONTRACTUAL-STATE ASSEMBLY	25,830	26,381	26,495	27,150	27,150	27,150	19,825	27,350	27,350	28,250	28,250	28,250
011010-3125	CENSUS, SURVEYS, REPORTS	13,625	13,161	17,867	20,225	8,104	38,000	8,104	38,000	21,310	21,310	21,310	21,310
011010-5203	TELEPHONE SERVICES	1,161	1,161	2,308	2,400	2,400	2,400	1,761	2,880	2,880	2,880	2,880	2,880
011010-5501	TRAVEL EXPENSES	18,355	12,751	4,526	12,000	12,000	12,000	7,360	12,000	12,000	12,000	11,000	11,000
011010-5502	EXPENSES-STATE ASSEMBLY	200											
011010-6001	OFFICE SUPPLIES		130	185									
011010-8001	EQUIPMENT		1,550	360				1,300	1,500	1,500			
	TOTAL DEPARTMENT	142,989	146,630	149,164	161,001	161,001	161,001	103,631	180,304	180,304	163,667	162,667	162,667
	BOARD OF SUPERVISORS	142,989	146,630	149,164	161,001	161,001	161,001	103,631	180,304	180,304	163,667	162,667	162,667
12000	GENERAL GOVT ADMIN												
12010	COUNTY ADMINISTRATOR												
012010-1100	SALARIES & WAGES	493,805	566,742	607,627	603,445	607,627	603,445	421,027	639,823	617,383	617,383	671,370	671,370
012010-1300	SALARIES & WAGES-PART-TIME	6,027	5,516	6,864	6,864	6,864	6,864	5,751	9,379	9,379	7,500	7,500	7,500
012010-2100	EMPLOYERS SHARE-FICA	34,972	40,014	42,912	46,164	42,912	46,164	29,156	46,107	47,804	47,804	51,934	51,934
012010-2210	EMPLOYERS SHARE-RETIREMENT	45,209	52,236	61,528	62,645	62,645	62,645	42,731	64,890	62,998	67,054	67,054	67,054
012010-2300	EMPLOYERS SHARE-HOSPITALIZAT	45,977	53,335	58,382	53,064	53,064	53,064	40,368	56,808	53,064	53,064	53,064	53,064
012010-2400	EMPLOYERS SHARE-GROUP LIFE I	6,280	7,257	7,713	7,853	7,853	7,853	5,356	8,137	8,035	8,035	8,648	8,648
012010-2500	EMPLOYERS SHARE-VRS HYBRID S	305	305	369	369	369	369	252	435	435	479	479	479
012010-2700	WORKERS COMPENSATION INS.	401	397	414	490	414	490	435	435	435	479	479	479
012010-3121	AUDITING-CONTRACTUAL	56,700	58,700	59,100	61,670	61,670	61,670	61,740	61,670	68,215	68,215	68,215	68,215
012010-3124	COST ALLOCATION PLAN		4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
012010-3600	ADVERTISING	8,384	4,180	4,905	6,000	6,000	6,000	6,182	9,000	8,000	8,000	7,000	7,000
012010-3700	MARKETING & COMMUNICATIONS		15	12,230	66,000	66,000	66,000	63,574	96,000	85,000	85,000	85,000	85,000
012010-5201	POSTAL SERVICES	980	795	541	800	800	800	1,847	4,315	700	700	700	700
012010-5203	TELEPHONE SERVICES	4,113	4,654	4,915	5,040	5,040	5,040	3,297	5,040	5,040	5,040	5,040	5,040
012010-5305	MOTOR VEHICLE INSURANCE	2,166	1,109	1,104	1,200	1,093	1,093	1,093	1,200	1,200	1,200	1,200	1,200
012010-5307	LIABILITY INS.-PUBLIC OFFICI	3,667	3,667	3,667	3,700	3,667	3,700	3,667	3,700	3,700	3,700	3,700	3,700
012010-5501	TRAVEL EXPENSES	6,634	7,193	2,555	5,700	4,430	6,400	4,430	6,400	7,500	7,500	6,500	6,500
012010-5801	DUES & SUBSCRIPTIONS	20,233	20,789	22,948	26,480	24,682	26,480	24,682	26,480	23,000	23,000	23,000	23,000
012010-6001	OFFICE SUPPLIES	6,300	6,912	8,289	6,202	4,108	6,200	4,108	6,200	6,200	6,200	6,200	6,200
012010-6008	MOTOR VEHICLE FUEL	1,993	1,491	69	1,200	70	1,200	168	500	500	500	500	500
012010-6009	MOTOR VEHICLE MAINT. & SUPPL	2,625	80	450	500	500	500	168	500	500	500	500	500
012010-8002	FURNITURE & FIXTURES	3,394	7,242	527	121	1,370	1,370	121	1,370	1,370	1,370	1,370	1,370
	TOTAL DEPARTMENT	753,860	846,629	911,109	962,522	724,055	1,053,832	1,012,797	1,012,797	1,012,797	1,012,797	1,012,797	1,012,797
12030	HUMAN RESOURCES												
012030-1100	SALARIES & WAGES	189,503	196,164	207,429	200,096	207,429	200,096	141,393	216,103	245,947	222,670	222,670	222,670
012030-1300	SALARIES & WAGES-PART-TIME												
012030-2100	EMPLOYERS SHARE-FICA	13,162	13,497	14,533	15,307	14,533	15,307	9,902	15,840	18,815	17,034	17,034	17,034
012030-2210	EMPLOYERS SHARE-RETIREMENT	17,870	18,498	21,373	21,390	21,373	21,390	14,794	22,453	25,564	23,435	23,435	23,435
012030-2300	EMPLOYERS SHARE-HOSPITALIZAT	23,337	25,434	27,017	26,532	27,017	26,532	18,608	27,222	35,376	26,532	26,532	26,532
012030-2400	GROUP LIFE INSURANCE	2,482	2,570	2,679	2,681	2,679	2,681	1,854	2,815	3,296	2,815	2,815	2,815

012030-2500	EMPLOYERS SHARE-VRS HYBRID S	207	190	192	192	132	200	644	333
012030-2700	WORKERS COMPENSATION INS.	155	153	145	171	151	151	166	166
012030-3102	WELLNESS PROGRAM					25,356			
012030-3323	BACKGROUND CHECKS			670	1,000	465	1,000	1,000	800
012030-3600	ADVERTISING	3,082	1,389	1,139	1,350	235	1,350	1,350	1,350
012030-5201	POSTAGE SERVICES	498	528	611	700	465	700	700	700
012030-5203	TELEPHONE SERVICES	715	728	1,085	600	769	1,153	1,500	1,189
012030-5501	TRAVEL EXPENSES	756	114	250	500	500	500	500	500
012030-5504	IN-SERVICE TRAINING & EDUCAT	20,471	13,824	2,500	14,000	5,600	14,000	22,000	21,000
012030-5506	EMPLOYEE RECOGNITION & AWARD	165	92	182	1,000	41	1,000	1,000	1,000
012030-5801	DUES & SUBSCRIPTIONS	699	699	259	709	709	709	709	709
012030-6001	OFFICE SUPPLIES	4,014	3,705	4,018	3,000	2,931	3,000	3,000	3,000
012030-8001	EQUIPMENT							1,725	
012030-8002	FURNITURE & FIXTURES							2,500	
	TOTAL DEPARTMENT	277,116	277,585	284,082	289,228	222,696	308,196	365,782	323,102
	12040 COUNTY ATTORNEY								
012040-1100	SALARIES & WAGES	187,561	230,308	250,543	281,411	194,130	295,463	287,104	301,259
012040-1300	SALARIES & WAGES/PART-TIME	837	756	1,272	1,528	1,054	2,000	2,196	2,000
012040-2100	EMPLOYERS SHARE-FICA	13,259	16,255	17,991	21,528	13,875	21,691	21,963	23,046
012040-2210	EMPLOYERS SHARE-RETIREMENT	17,687	22,165	26,077	30,083	20,461	30,937	29,830	31,301
012040-2300	EMPLOYERS SHARE-HOSPITALIZAT	18,156	28,994	22,277	26,532	17,688	26,532	26,532	26,532
012040-2400	EMPLOYERS SHARE-GROUP LIFE I	2,457	3,079	3,269	3,771	2,565	3,879	3,847	4,037
012040-2500	EMPLOYERS SHARE-VRS HYBRID S		216						
012040-2700	WORKERS COMPENSATION INS.	154	169	208	246	203	203	223	223
012040-3120	CONTRACT SERVICES	75,899	102,973	266,155	141,000	43,526	141,000	150,000	100,000
012040-5201	POSTAGE	74	134	164	300	113	300	330	330
012040-5203	TELEPHONE SERVICES	865	970	1,653	2,136	1,157	2,136	2,350	2,000
012040-5501	TRAVEL EXPENSES/EDUCATION	2,073	2,152	1,410	4,000	2,058	4,000	5,030	4,500
012040-5801	DUES & SUBSCRIPTIONS	1,257	1,937	1,552	3,200	1,957	3,200	3,520	3,520
012040-6001	OFFICE SUPPLIES	1,541	2,094	2,760	2,500	1,866	2,500	2,750	2,750
012040-6004	LAW BOOKS	2,346	1,899	2,322	4,800	1,799	6,000	12,320	8,000
012040-8001	FURNITURE & FIXTURES		4,629	805					
	TOTAL DEPARTMENT	324,166	418,730	598,458	521,507	302,452	539,841	545,799	507,498
	12090 COMMISSIONER OF THE REVENUE								
012090-1100	SALARIES & WAGES	587,946	620,267	663,551	660,828	430,922	694,197	715,979	745,835
012090-1300	SALARIES & WAGES/PART-TIME	2,476	205	3,604	3,604	7,650	52,306	54,772	57,056
012090-2100	EMPLOYERS SHARE-FICA	43,439	45,843	48,672	50,553	31,744	52,343	54,772	57,056
012090-2210	EMPLOYERS SHARE-RETIREMENT	55,443	58,491	66,409	67,970	45,699	72,343	72,343	77,492
012090-2300	EMPLOYERS SHARE-HOSPITALIZAT	79,050	84,889	84,670	97,284	58,540	96,984	97,284	106,128
012090-2400	EMPLOYERS SHARE-GROUP LIFE I	7,702	8,126	8,325	9,072	5,728	9,072	9,326	9,994
012090-2500	EMPLOYERS SHARE-VRS HYBRID S	181	182	510	856	556	1,014	1,333	1,925
012090-2700	WORKERS COMPENSATION INS.	2,405	3,495	3,546	4,199	3,809	3,809	4,190	4,190
012090-3320	MAINTENANCE SERVICE CONTRACT	1,293	1,323	659	695	1,210	1,370	695	695
012090-3500	BOOKBINDING	1,381	1,423						
012090-3501	CONTRACTUAL ASSESSMENTS-NADA	9,244	10,590	11,609	9,200		12,000	12,000	12,000
012090-3600	ADVERTISING	285		160	500		500	500	400
012090-4100	DATA PROCESSING SERVICES	23,178	27,388	73,580	80,050	66,839	81,321	80,964	80,964
012090-5201	POSTAL SERVICES	33,485	33,968	34,884	33,900	9,250	38,000	39,200	34,500
012090-5203	TELEPHONE SERVICES	3,019	3,077	3,510	3,100	2,314	3,500	3,100	3,100
012090-5305	MOTOR VEHICLE INSURANCE	1,083	1,109	1,104	1,200	1,093	1,093	1,200	1,200
012090-5501	TRAVEL EXPENSES	8,765	4,050	2,072	7,180	3,814	8,180	8,180	7,180
012090-5801	DUES & SUBSCRIPTIONS	1,935	1,705	1,385	1,920	1,190	1,920	1,920	1,920
012090-6001	OFFICE SUPPLIES	23,476	17,800	17,779	16,000	17,124	20,000	20,000	18,000
012090-6008	MOTOR VEHICLE FUEL		943	442	700	401	700	700	700
012090-6009	MOTOR VEHICLE MAINT. & SUPPL	39	124	212	500	20	500	500	500
012090-8002	FURNITURE & FIXTURES	2,490	1,145						
	TOTAL DEPARTMENT	889,067	926,143	1,026,683	1,045,155	687,903	1,098,809	1,124,155	1,163,779

013010-6001	OFFICE SUPPLIES	4,582	5,193	5,004	5,000	4,498	6,000	6,000	6,000	5,000
013010-6007	REPAIRS & MAINTENANCE-VOTING				500				1,200	600
013010-6028	BALLOTS & VOTING MACHINE SUP	19,364	16,417	17,482	21,000	20,627	21,000	21,000	28,200	24,200
013010-8002	FURNITURE & EQUIPMENT	1,710	1,997	4,212	11,600	6,000	11,600	900		
	TOTAL DEPARTMENT	307,335	342,836	340,557	358,551	263,595	557,331	538,705		450,663
	BOARD OF ELECTIONS									
		307,335	342,836	340,557	358,551	263,595	557,331	538,705		450,663
	JUDICIAL ADMINISTRATION									
20000	COURTS									
21000	CIRCUIT COURT									
021010-1100	SALARIES & WAGES	138,192	108,667	121,943	116,880	84,547	129,722	135,784		129,612
021010-1300	SHARE OF SALARY-LAW CLERK									
021010-2100	EMPLOYERS SHARE-FICA	10,505	8,429	9,145	8,941	6,393	9,924	10,387		9,915
021010-2210	EMPLOYERS SHARE-RETIREMENT	11,811	10,247	12,495	12,494	8,014	12,519	14,108		13,467
021010-2300	EMPLOYERS SHARE-HOSPITALIZAT	19,561	18,989	21,285	26,532	18,268	26,260	26,532		26,532
021010-2400	EMPLOYERS SHARE-GROUP LIFE I	1,641	1,424	1,566	1,566	1,005	1,570	1,820		1,737
021010-2500	EMPLOYERS SHARE-VRS HYBRID S	233	373	413	413	292	447	790		754
021010-2700	WORKERS COMPENSATION INS.	105	116	82	97	89	89	98		98
021010-3200	COMPENSATION-JURORS & WITNES	8,144	3,960	2,579	3,150	1,779	3,150	7,000		3,150
021010-3201	COMPENSATION OF JURY COMMISS	1,830	1,530	1,080	2,700	1,410	2,700	2,700		2,700
021010-3320	MAINTENANCE SERVICE CONTRACT									
021010-5201	POSTAL SERVICES									
021010-5203	TELEPHONE SERVICES	1,062	1,132	1,239	900	689	900	900		900
021010-5801	DUES & SUBSCRIPTIONS	1,889	213	887	1,400	1,014	1,400	1,400		1,400
021010-6001	OFFICE SUPPLIES	5,261	2,832	2,822	2,700	1,931	2,700	2,700		2,700
021010-8002	FURNITURE & EQUIPMENT		4,161	2,003		189				
	TOTAL DEPARTMENT	200,234	162,173	177,539	177,773	125,620	191,381	204,219		192,965
21020	GENERAL DISTRICT COURT									
021020-1100	SALARIES & WAGES-SUPPLEMENT									
021020-5203	TELEPHONE SERVICES	2,832	3,674	3,212	3,000	2,268	3,000	3,000		3,000
021020-5501	TRAVEL EXPENSES	175	25		500		500	500		500
021020-5801	DUES & SUBSCRIPTIONS	124	225	290	500	150	500	500		500
021020-6001	OFFICE SUPPLIES	2,893	2,623	3,092	2,500	2,772	2,500	2,500		2,500
021020-8002	FURNITURE & EQUIPMENT	476								
	TOTAL DEPARTMENT	6,500	6,547	6,594	6,500	5,190	6,500	6,500		6,500
21030	MAGISTRATE									
021030-5201	POSTAGE		57	56	56	62	62	62		62
021030-5203	TELEPHONE SERVICES	1,298	1,461	1,327	2,000	526	2,000	2,000		2,000
021030-5501	TRAVEL & TRAINING			75	200		200	200		200
021030-5604	PRO-RATA SHARE-CHIEF MAGISTR	100	116	111	120	120	120	125		125
021030-5801	DUES & SUBSCRIPTIONS	596	672	772	870	888	870	970		970
021030-6001	OFFICE SUPPLIES	368	161	564	500	453	500	600		600
021030-6002	OFFICE SUPPLIES WASH ACCOUNT									
021030-8002	FURNITURE & EQUIPMENT	2,115	54		700	801	759	1,000		500
	TOTAL DEPARTMENT	4,477	2,521	2,905	4,446	2,850	4,511	4,957		4,457
21060	CLERK OF THE CIRCUIT COURT									
021060-1100	SALARIES & WAGES	535,595	584,227	683,168	657,318	458,571	702,764	715,708		709,493
021060-1300	PART-TIME WAGES	40,357	15,424	29,666	35,642	17,621	36,642	37,856		37,856
021060-1301	PART-TIME SAL. & WAGES-GRANT									
021060-2100	EMPLOYERS SHARE-FICA	41,831	43,730	51,821	53,011	34,598	56,147	57,648		57,172
021060-2210	EMPLOYERS SHARE-RETIREMENT	50,546	53,785	69,258	70,267	47,621	72,296	74,362		73,716
021060-2300	EMPLOYERS SHARE-HOSPITALIZAT	81,983	95,229	109,042	123,816	68,952	113,532	132,660		123,816
021060-2400	EMPLOYERS SHARE-GROUP LIFE I	7,022	7,472	8,682	8,808	5,969	9,064	9,500		9,507
021060-2500	EMPLOYERS SHARE-VRS HYBRID S	592	875	1,274	1,289	899	1,433	2,760		2,599
021060-2700	WORKERS COMPENSATION INS.	501	462	442	524	519	524	571		571
021060-3121	AUDITING-APA	5,333	-104	3,022	3,100		3,100	3,100		3,100
021060-5201	POSTAL SERVICES	9,516	9,215	9,947	9,500	6,331	9,500	10,000		10,000
021060-5203	TELEPHONE SERVICES	11,464	13,541	13,976	12,000	9,631	12,000	12,000		12,000

031020-5201	POSTAL SERVICES	4,394	4,511	3,709	4,000	2,267	5,000	5,000	5,000
031020-5203	TELEPHONE SERVICES	85,204	86,364	85,148	93,000	66,898	103,000	135,000	103,000
031020-5305	MOTOR VEHICLE INSURANCE	51,496	57,917	59,940	59,820	59,820	59,820	61,500	61,500
031020-5501	TRAVEL & TRAINING	50,154	28,157	21,081	43,900	25,661	43,900	56,900	49,000
031020-5801	DUES & SUBSCRIPTIONS	9,439	7,309	14,621	17,500	9,360	17,500	24,695	20,000
031020-6001	OFFICE SUPPLIES	37,166	35,845	35,965	35,100	21,997	35,100	48,600	38,000
031020-6005	CRIME PREVENTION SUPPLIES	7,990	8,463	6,886	8,000	1,314	8,000	22,000	17,500
031020-6008	MOTOR VEHICLE FUEL	255,397	242,015	224,081	240,000	211,698	310,000	300,000	280,000
031020-6009	MOTOR VEHICLE MAINT. & SUPPL	172,826	173,434	153,083	165,000	118,481	165,000	245,000	180,000
031020-6010	POLICE SUPPLIES	58,892	47,728	60,529	63,330	28,792	63,330	77,850	65,000
031020-6011	WEARING APPAREL-UNIFORMS	99,060	77,549	61,506	82,500	60,208	82,500	90,500	85,000
031020-6012	RADAR EQUIPMENT	16,340	15,248	15,248	27,900	2,438	27,900	51,100	37,700
031020-6013	AMMO/RANGE SUPPLIES	37,444	39,133	42,661	44,500	10,692	44,500	66,000	55,000
031020-6014	K-9 UNIT	22,851	17,353	14,158	21,500	2,809	21,500	25,500	21,500
031020-6016	TACTICAL UNIT EXPENSES	53,488	54,787	47,535	54,000	9,558	54,000	64,800	56,000
031020-6018	PUBLIC SAFETY GRANTS	22,411	53,789	36,309	58,854	5,000	58,854	5,000	5,000
031020-7002	CENTRAL SHEN.CRIMINAL JUSTIC	53,940	60,760	58,280	64,800	65,100	65,100	66,300	66,300
031020-8001	EQUIPMENT-COMPUTER	27,190	36,257	54,209	51,200	18,892	51,200	106,000	58,000
031020-8002	FURNITURE & EQUIPMENT	2,695	2,242	7,406	690	690	690	4,026,150	3,000
	TOTAL DEPARTMENT	7,009,592	7,272,609	7,676,725	7,629,557	5,522,379	8,524,271	14,409,916	8,851,719
31040	EMERGENCY COMMUNICATIONS C								
031040-1100	SALARIES & WAGES	711,205	849,947	807,657	938,018	456,310	881,834	954,096	999,237
031040-1104	NEW CAREER REQUESTS							68,324	
031040-1200	SALARIES & WAGES OVERTIME	88,637	129,678	157,522	100,000	107,931	160,000	100,000	100,000
031040-1300	SALARIES & WAGES PART-TIME	8,489	4,821	9,232	15,000	42,095	52,000	15,000	15,000
031040-2100	EMPLOYERS SHARE-FICA	59,806	73,123	72,402	80,556	44,943	83,160	81,786	85,239
031040-2210	EMPLOYERS SHARE-RETIREMENT	67,157	79,117	80,413	100,274	43,318	84,640	99,131	103,821
031040-2300	EMPLOYERS SHARE-HOSPITALIZAT	133,591	158,028	153,775	185,724	60,553	143,175	194,568	194,568
031040-2400	EMPLOYERS SHARE-GROUP LIFE I	9,330	10,991	10,088	12,569	5,430	10,613	12,785	13,390
031040-2500	EMPLOYERS SHARE-VRS HYBRID S	1,282	1,628	1,374	2,317	648	1,974	4,663	4,896
031040-2700	WORKERS COMPENSATION INS.	2,421	2,729	2,710	3,209	2,673	2,673	2,941	2,941
031040-3110	CONTRACTUAL PROFESSIONAL SER	4,200	4,200	4,200	4,200		4,200	4,200	4,200
031040-3320	MAINTENANCE SERVICE CONTRACT	148,861	218,215	226,563	290,000	235,643	290,000	304,298	290,000
031040-5100	UTILITIES-TOWER SITES	11,990	9,610	8,041	11,500	5,700	11,500	11,500	11,500
031040-5201	POSTAL SERVICES	587	631	460	715	302	715	715	715
031040-5203	TELEPHONE SERVICES	186,340	198,546	216,400	275,000	141,311	278,000	417,355	275,000
031040-5305	MOTOR VEHICLE INSURANCE	1,379	1,379	1,380	1,400	1,358	1,358	1,900	1,400
031040-5400	COMMUNICATIONS SITE LEASE	119,757	117,277	175,198	142,000	94,290	142,000	148,251	148,251
031040-5401	EQUIPMENT LEASE (MICROWAVE)								
031040-5501	TRAVEL EXPENSES	1,842	432	1,454	2,800	778	2,800	4,100	3,200
031040-5801	DUES & SUBSCRIPTIONS	309	311	463	1,212	806	1,212	1,272	1,272
031040-6001	OFFICE SUPPLIES	6,463	7,261	7,123	7,500	5,873	7,500	8,000	7,500
031040-6007	MAINTENANCE SUPPLIES	594			2,000		2,000	2,000	1,000
031040-6008	VEHICLE & POWER EQUIP. FUEL	161		103	200		200	1,000	300
031040-6009	TRANSPORTATION-VEHICLES			1,265	1,200		1,200	700	700
031040-6011	WEARING APPAREL			672	1,000	280	2,000	3,000	2,500
031040-6013	EDUCATION & TRAINING MATERIA	506	330	43	400	43	400	1,200	1,000
031040-6015	EMERGENCY MANAGEMENT EXPENSE			17	1,000		1,160	6,200	6,200
031040-7002	C.S.C.J.T.C.-ASSESSMENT	11,160	11,160	11,160	11,160	4,296	11,160	49,925	3,500
031040-8001	FURNITURE & FIXTURES			2,575					
031040-8002	TOTAL DEPARTMENT	1,576,067	1,879,674	1,952,247	2,190,954	1,265,741	2,176,314	2,498,910	2,277,330
	LAW ENFORCEMENT & DISPATCH	8,585,659	9,152,283	9,628,972	9,820,511	6,788,120	10,700,585	16,908,826	11,129,049
32010	FIRE DEPARTMENT								
032010-1100	SALARIES & WAGES	4,623,475	4,677,467	5,022,352	5,188,751	3,811,301	6,323,527	6,471,503	6,689,466
032010-1104	NEW CAREER REQUEST							573,558	
032010-1200	SALARIES & WAGES - OVERTIME	223,259	329,770	489,284	275,525	394,972	497,070	381,386	275,000
032010-1300	SALARIES & WAGES PART-TIME	75,633	102,821	143,706	100,108	47,092	100,108	128,561	128,561
032010-1400	SALARIES & WAGES-EMS PRECEPT			7,182		4,222	4,222		

032010-2100	EMPLOYERS SHARE-FICA	359,448	416,059	428,449	313,916	510,325	476,402	499,407
032010-2210	EMPLOYERS SHARE-RETIREMENT	389,707	467,136	554,678	348,331	577,220	596,496	628,700
032010-2300	EMPLOYERS SHARE-HOSPITALIZAT	792,200	845,954	928,620	569,058	963,943	1,070,124	1,070,124
032010-2400	EMPLOYERS SHARE-GROUP LIFE I	54,138	58,556	69,529	43,664	72,383	76,930	76,706
032010-2700	WORKERS COMPENSATION INS.	201,630	220,142	220,142	257,892	257,892	283,681	283,681
032010-3110	PHYSICALS	16,459	14,680	22,580	15,438	22,580	20,630	20,630
032010-3120	PROFESSIONAL SERVICES_ OMD	40,000	40,000	40,000	25,000	45,000	45,000	45,000
032010-3130	ROCKINGHAM COUNTY CONTRACTU							
032010-3310	REPAIRS & MAINT.-CONTRACTUAL	18,787	43,866	49,095	29,595	62,095	64,668	64,668
032010-3320	MAINTENANCE SERVICE CONTRACT	49,743	98,433	81,279	47,831	99,279	103,914	103,914
032010-3700	LAUNDRY SERVICES							
032010-5201	POSTAL SERVICES	1,134	488	750	180	750	750	750
032010-5203	TELEPHONE SERVICES	16,009	25,177	30,622	17,830	30,622	30,630	30,630
032010-5305	MOTOR VEHICLE INSURANCE	34,000	34,000	38,000	1,332	38,000	39,140	39,140
032010-5308	ACCIDENTAL & SICKNESS INS-CA					125,000		
032010-5601	RECOGNITION & TRAINING EXPEN	18,706	16,315					
032010-5651	CONTRIBUTION - L.E.P.C.							
032010-5801	DUES & SUBSCRIPTIONS	2,591	16,750	20,627	16,301	20,627	21,815	21,815
032010-6001	OFFICE SUPPLIES	13,586	6,827	8,000	8,088	13,500	16,700	16,700
032010-6006	LINEN SUPPLIES							
032010-6007	REPAIRS & MAINT. SUPPLIES-BL	35,968	39,148	43,104	10,243	81,192	65,838	27,750
032010-6008	VEHICLE & POWERED EQUIP.-FUE	80,715	67,861	76,000	64,498	90,000	90,000	85,000
032010-6009	APPARATUS/EQUIP.-MAINT.& REP	138,238	150,075	156,250	64,263	156,250	213,190	183,190
032010-6010	ADMIN VEHICLE MAINT. & REPAI	4,006	1,965	5,800	2,242	5,800	10,000	8,000
032010-6011	WEARING APPAREL	45,274	45,422	56,800	35,117	61,800	79,050	70,000
032010-6012	EMS SUPPLIES	56,117	57,427	90,000	52,335	90,000	90,000	90,000
032010-6014	FIRE FIGHTING SUPPLIES	61,333	55,786	62,250	27,957	62,250	201,125	98,000
032010-6015	EMERGENCY SEARCH/RESCUE SUPP	3,868	7,239	32,000	9,151	32,000	37,650	32,000
032010-8001	EQUIPMENT	47,419	50,325	54,824	36,406	59,324	81,210	65,000
032010-8002	FURNITURE & FIXTURES	3,562	11,675	10,000	4,007	10,000	20,500	15,000
032010-8003	EMS 50/50 GRANT	30,000	25,000	30,000		30,000	30,000	30,000
032010-8005	VEHICLE							
	TOTAL DEPARTMENT	7,437,005	8,462,515	8,673,783	6,258,262	10,317,759	11,445,451	10,698,832
32020	EMERGENCY SERVICES-VOLUNTE							
032020-3121	AUDITING - CONTRACTUAL	56,244	66,170	68,340	67,000	68,340	69,707	69,707
032020-3205	VOLUNTEER FIRE & EMS TRAININ	93,170	93,746	100,000		100,000	100,000	100,000
032020-3320	MAINTENANCE CONTRACTS	49,234	57,656	83,571	55,584	83,571	84,772	84,772
032020-3800	STATE ASSIST. - FOREST FIRE	12,288	12,288	10,750		12,288	12,288	12,288
032020-5203	TELEPHONE SERVICES	21,343	20,806	22,500	15,111	22,500	24,000	22,000
032020-5306	INSURANCE - CASUALTY & PROPE	187,882	208,311	205,000	1,643	205,000	220,500	220,500
032020-5308	ACCIDENT & HEALTH INS.	57,360	113,932	119,000	111,875	119,000	125,000	125,000
032020-5602	MEMBER REIMBURSEMENT-FUEL	164,740	154,795	180,000	74,550	180,000	160,000	160,000
032020-5603	MEMBER PAY FOR PARTICIPATION							
032020-5649	\$4 FOR LIFE							
032020-5650	CENTRAL SHEN. E.M.S. COUNCIL							
032020-5801	DUES & SUBSCRIPTIONS						54,000	
032020-6002	VOLUNTEER RECOGNITION	4,023	5,751	2,500		2,500	5,000	4,000
032020-6003	MARKETING & RECRUITMENT	3,450	34	2,000	90	2,500	5,000	4,000
032020-6012	EMS SUPPLIES-REHAB		218	2,000	301	2,000	2,500	2,000
032020-6013	FIRE PREVENTION	4,986	4,078	4,000	1,571	4,000	5,000	4,000
032020-6016	FOAM REIMBURSEMENT/REPLACEME	2,244	6,765	8,000	5,809	8,000	15,000	10,000
032020-8001	EQUIPMENT	14,475	6,827	12,000	40	12,000	38,015	11,657
032020-9101	BRIDGEWATER VOL. FIRE DEPT.	24,671	40,494	26,555		26,555	28,768	27,398
032020-9102	CHURCHVILLE VOL. FIRE DEPT.	62,516	79,789	66,186		66,186	69,485	66,176
032020-9103	CRAIGSVILLE VOL. FIRE DEPT.	65,291	71,426	60,036		60,036	63,736	60,701
032020-9104	DEERFIELD VOL. FIRE DEPT.	51,641	64,161	53,848		53,848	57,161	54,439
032020-9105	DOOMS VOL. FIRE DEPT.	78,954	100,426	78,498		78,498	80,248	76,426
032020-9106	GROTTOS VOL. FIRE DEPT.	61,341	75,239	66,661		66,661	65,046	61,949
032020-9107	MIDDLEBROOK VOL. FIRE DEPT.	58,729	76,395	56,961		56,961	61,610	58,676
032020-9108	RAPHINE VOL. FIRE DEPT.	38,194	57,741	40,332		40,332	57,822	55,069
032020-9109	STUARTS DRAFT VOL. FIRE DEPT	74,541	95,176	79,861		79,861	84,159	80,151

032020-9110	VERONA VOL. FIRE DEPT.	85,416	92,016	111,458	86,061		86,061	93,084	88,651
032020-9111	WEYERS CAVE VOL. FIRE DEPT.	80,391	84,891	101,614	78,761		78,761	89,199	84,951
032020-9112	PRESTON L. YANCEY VOL FIRE DE	18,573	19,423	24,560	13,003		13,003	14,871	14,163
032020-9113	SWOPE VOL. FIRE DEPT.	70,391	72,941	87,926	70,361		70,361	73,344	69,851
032020-9114	WALKERS CREEK VOL. FIRE DEPT	12,498	12,748	24,545	13,003		13,003	13,926	13,263
032020-9115	WILSON FIRE STATION	59,891	65,241	79,176	63,561		63,561	67,044	63,851
032020-9116	MT SOLON VOL. FIRE DEPT.	54,491	59,841	72,083	59,736		59,736	63,461	60,439
032020-9117	NEW HOPE VOL FIRE DEPT.	57,304	56,656	71,495	61,498		61,498	65,075	61,976
032020-9118	WINTERGREEN FIRE DEPT.	12,013	12,013	16,201	13,003	8,009	13,003	13,926	13,263
032020-9126	CRAIGS-AUGUSTA SPRINGS RESCU	10,000							
032020-9130	WINTERGREEN RESCUE SQUAD	13,941	13,941	19,021	15,103	9,294	15,103	16,761	15,963
032020-9151	AUGUSTA COUNTY VOLUNTEERS	15,648	14,173	17,810	17,203		17,203	22,116	21,063
032020-9152	RIVERHEADS VOLUNTEERS	50,346	50,346	72,995	55,505		55,505	63,604	60,576
032020-9160	NON-COUNTY AGENCY CONTRIBUTI	14,000	14,000	14,000	14,000		14,000	14,000	14,000
032020-9161	PLY-REVOLVING LOAN APPARATUS								
	TOTAL DEPARTMENT	1,739,671	1,832,114	2,133,806	1,909,897	350,877	1,911,435	2,099,228	1,952,919
	32030 FIRE & EMS TRAINING								
032030-1100	SALARIES & WAGES	153,308	196,670	208,382	210,788	163,938	252,166	245,660	255,700
032030-1104	NEW TRAINING PERSONNEL RQST							132,727	
032030-1200	SALARIES & WAGES - OVERTIME	15,808	12,889	21,342	30,000	10,429	30,000	30,000	30,000
032030-1300	SALARIES & WAGES-PART-TIME	1,973	888	323	5,000	463	5,000	60,192	30,000
032030-2100	EMPLOYERS SHARE-FICA	13,039	14,720	17,092	19,185	13,087	19,794	18,793	19,561
032030-2210	EMPLOYERS SHARE-RETIREMENT	14,457	17,381	20,802	22,533	16,982	25,763	25,524	26,567
032030-2300	EMPLOYERS SHARE-HOSPITALIZAT	23,572	28,054	31,876	35,376	22,804	34,716	35,376	35,376
032030-2400	EMPLOYERS SHARE-GROUP LIFE I	2,008	2,415	2,608	2,825	2,129	3,230	3,292	3,426
032030-2700	WORKERS COMPENSATION INS.	6,879	7,013	8,688	10,287	10,622	10,622	11,684	11,684
032030-3110	PHYSICALS	20	20						
032030-3310	REPAIR & MAINTENANCE-CONTRAC	2,600	860	2,600	3,455	1,402	4,002		
032030-3320	MAINTENANCE SERVICE CONTRACT	-4,042	662	2,662	10,700	1,045	10,153	15,700	10,000
032030-5100	ELECTRIC SERVICES	664	622	935	625	444	625	625	625
032030-5102	PROPANE	986	633	559	1,000		1,000	2,000	1,500
032030-5103	WATER & SEWER SERVICES	410	247	405	500	171	500	500	500
032030-5203	TELEPHONE SERVICES	1,691	1,994	1,979	2,200	1,254	3,500	2,300	2,300
032030-5305	INSURANCE - BUILDINGS & GROU	3,500	3,920	3,920	4,662		4,662	4,700	4,700
032030-5501	RECOGNITION AND TRAINING EXP	2,171	3,545	17,758	45,825	30,570	45,825	87,395	67,395
032030-5502	INSTRUCTIONAL TRAINING REIMB	1,039		154					
032030-5650	CENTRAL SHEN. E.M.S. COUNCIL								
032030-5652	CONTRACTUAL TRAINING	4,948	1,320	672	6,300	817	6,300	7,500	6,300
032030-5801	DUES & SUBSCRIPTIONS	405	725	330	1,520	110	1,520	2,000	2,000
032030-6001	OFFICE SUPPLIES	478	1,448	707	1,600	698	1,600	1,600	1,600
032030-6005	JANITORIAL SUPPLIES		37	41	300		300	300	300
032030-6007	REPAIR & MAINTENANCE-BURN BU	1,960	1,611	590	2,200		5,200	5,000	3,500
032030-6008	VEHICLE & POWERED EQUIP.-FUE	2,004	1,843	1,277	3,500	952	3,500	5,000	3,500
032030-6009	VEH & POWERED EQUIP.-MAINT &	2,086	3,895	1,674	5,000	238	5,000	5,000	4,000
032030-6011	WEARING APPAREL		554		2,000	723	2,000	2,500	2,000
032030-6012	EMS SUPPLIES	694	1,590	2,074	29,603	1,175	28,403	2,500	5,000
032030-6013	TRAINING MATERIALS	32,635	15,031	23,802	31,848	12,201	31,848	35,000	32,000
032030-6014	SMOKE & NITROGEN-BURN BUILDI	2,982	673	904	3,500	624	3,500	3,500	3,500
032030-6015	SCBA REPAIRS AND MAINTENANCE				41,577	4,266	41,577	58,625	41,625
032030-8001	EQUIPMENT	3,447	3,653	85,083	62,167	-7,310	5,400	4,500	4,500
032030-8002	FURNITURE & FIXTURES	5,507			4,000	2,999	4,000	6,000	4,000
032030-8003	GRANT 50/50	5,000	5,000	4,500	5,000		5,000	15,000	10,000
032030-8005	VEHICLE							47,000	
	TOTAL DEPARTMENT	302,199	329,251	463,739	605,076	292,833	596,706	880,243	623,159
	FIRE DEPARTMENT	9,478,875	9,868,212	11,060,060	11,188,756	6,901,972	12,825,900	14,424,922	13,274,910

		113	110	1	2	500	500	500	500	350
035010-5201	POSTAL SERVICES									
035010-5203	TELEPHONE SERVICES	3,623	3,435	3,151	2,101	3,592	3,732	3,732	3,732	3,732
035010-5305	MOTOR VEHICLE INSURANCE	2,166	1,664	1,656	1,639	1,800	1,800	1,800	1,700	1,700
035010-5501	TRAVEL EXPENSES	198	439	710	3,548	710	5,535	4,610	4,610	4,610
035010-5684	ANIMAL SERVICES CENTER OPERA	217,109	244,450	236,593	64,265	250,000	250,000	330,698	330,698	330,698
035010-5802	LIVESTOCK & FOWL CLAIMS		544	1,000	-945	500	500	1,000	500	500
035010-6001	OFFICE SUPPLIES	1,955	2,154	974	557	2,002	2,002	2,002	2,000	2,000
035010-6008	MOTOR VEHICLE FUEL	7,823	6,275	5,707	6,478	7,000	7,000	7,000	7,000	7,000
035010-6009	MOTOR VEHICLE MAINT & SUPPLI	2,515	5,432	5,561	-4,993	1,900	4,336	6,130	6,130	6,130
035010-6011	WEARING APPAREL	1,314	1,141	798	873	1,200	2,800	1,200	1,200	1,200
035010-6030	DMV ANIMAL FRIENDLY PLATES			6,816		2,000	2,501	2,000	2,000	2,000
035010-8001	EQUIPMENT	2,292	862	2,060	1,547	1,350	15,779	17,763	4,726	4,726
	TOTAL DEPARTMENT	426,904	463,081	471,553	193,672	496,914	581,685	567,816		
	EMERGENCY MANAGEMENT									
35050										
035050-1100	SALARIES & WAGES				9,792	30,355	58,751	64,626		
035050-2100	EMPLOYERS SHARE-FICA				733	2,322	4,494	4,944		
035050-2210	EMPLOYER SHARE-RETIREMENT				1,047	3,242	6,104	6,715		
035050-2300	EMPLOYER SHARE-HOSPITALIZATI				1,354	4,422	8,844	8,844		
035050-2400	EMPLOYER SHARE-GROUP LIFE IN				131	407	787	866		
035050-2500	EMPLOYER SHARE-VRS HYBRID ST									
035050-2700	WORKERS COMPENSATION INSURAN						1,406	1,406		
035050-5203	TELEPHONE SERVICES				115	381	762	762		
035050-5305	MOTOR VEHICLE INSURANCE					249	498	498		
035050-5501	TRAVEL EXPENSES					983	4,350	2,350		
035050-5801	DUES & SUBSCRIPTIONS				400	985	1,225	1,225		
035050-6001	OFFICE SUPPLIES				442	1,153	1,061	1,061		
035050-6008	MOTOR VEHICLE FUEL				105	1,250	2,500	2,000		
035050-6009	MOTOR VEHICLE MAINT & SUPPLI				5	1,090	195	195		
035050-6011	WEARING APPAREL					150	1,175	1,000		
035050-6013	EDUCATION & TRAINING MATERIA						2,000	2,000		
035050-6015	EMERGENCY EVENT SUPPLIES						6,244	1,000		
035050-8001	EQUIPMENT				30,412	40,289	6,244			
035050-8002	FURNITURE & FIXTURES				2,255	2,255				
	TOTAL DEPARTMENT				46,791	89,533	101,396	99,492		
	TOTAL EMERGENCY MANAGEMENT & ANIMAL CONTROL	426,904	463,081	471,553	240,463	586,447	683,081	667,308		
	40000 PUBLIC WORKS									
41000	MISC. PUBLIC WORKS									
41020	HIGHWAYS & ROADS									
041020-3325	REPLACEMENT & SUPPLIES-ST.SI	14,642	14,684	15,148	18,041	16,000	20,000	20,000		
041020-8001	EQUIPMENT									
	TOTAL DEPARTMENT	14,642	14,684	15,148	18,041	16,000	20,000	20,000		
41040	STREET LIGHTS									
041040-5100	ELECTRIC SERVICES	123,111	121,812	121,460	77,569	121,000	121,000	121,000		
	TOTAL DEPARTMENT	123,111	121,812	121,460	77,569	121,000	121,000	121,000		
	MISC. PUBLIC WORKS	137,753	136,496	136,608	95,610	137,000	141,000	141,000		
	42000 SANITATION & RECYCLING									
42010	SANITATION & WASTE REMOVAL									
042010-1100	SALARIES & WAGES	257,028	262,792	290,986	197,549	287,711	321,884	304,903		
042010-1300	SALARIES & WAGES-PART TIME									
042010-2100	EMPLOYERS SHARE-FICA	18,341	18,756	20,897	14,203	20,646	23,133	21,934		
042010-2700	WORKERS COMPENSATION INS	8,613	7,866	6,886	7,182	8,153	7,182	7,900		
042010-3310	MAINTENANCE & UPKEEP OF SITE	26,159	13,890	23,065	7,803	16,000	16,000	20,000		
042010-3311	LEASE PAYMENTS	18,085	18,434	20,752	15,186	19,322	19,322	19,703		
042010-3322	CONTRACTORIZATION PROGRAM-CON	653,433	672,144	667,707	444,675	668,289	683,000	683,000		
042010-3500	AUGUSTA COUNTY CLEAN UP	21,221	8,148	15,000		15,000	15,000	15,000		
042010-3800	SANITARY LANDFILL #1-CONTRAC	1,169,138	1,349,341	1,172,547	679,120	1,188,457	1,236,267	1,251,302		

042010-3900	LEACHATE EXPENSES	219,639	49,232	74,646	61,385	17,383	61,727	55,027	55,027
042010-5100	ELECTRIC SERVICES	8,140	9,115	10,068	8,807	5,945	8,807	8,807	8,807
	TOTAL DEPARTMENT	2,399,697	2,409,718	2,277,554	2,297,048	1,389,046	2,392,322	2,387,576	2,388,530
	42020 RECYCLING PROGRAM								
042020-3310	MAINT. & UPKEEP OF SITES								
042020-3322	HAULING RECYCLING CONTAINERS	145,765	157,501	142,975	155,000	102,356	154,000	154,000	149,000
042020-3323	RECYCLING-CONTRACTUAL	18,823	2,142	1,416	12,000	2,335	7,000	7,000	6,000
042020-3600	RECYCLING COMMITTEE	774			3,600	825	3,600	3,600	3,600
042020-6018	LITTER CONTROL GRANT-COMPETI								
	TOTAL DEPARTMENT	165,362	159,643	144,391	170,600	105,516	164,600	164,600	158,600
	SANITATION & RECYCLING	2,565,059	2,569,361	2,421,945	2,467,648	1,494,562	2,556,922	2,552,176	2,547,130
	43010 MAINTENANCE OF BLDGS. & GRO								
043010-1100	SALARIES & WAGES	497,295	576,412	587,791	569,646	403,021	618,848	572,813	626,964
043010-1200	OVER-TIME	10,092	20,063	17,864	17,105	2,341	6,155	6,155	6,155
043010-1205	SALARIES & WAGES-ON-CALL					6,038	10,950	10,950	10,950
043010-1300	SALARIES & WAGES-PART-TIME	99,169	73,259	79,359	95,969	54,805	108,462	118,728	119,607
043010-2100	EMPLOYERS SHARE-FICA	45,678	50,458	51,642	52,228	35,129	62,711	54,211	58,421
043010-2210	EMPLOYERS SHARE-RETIREMENT	46,778	54,430	59,072	60,895	40,643	61,978	59,515	65,142
043010-2300	EMPLOYERS SHARE-HOSPITALIZAT	105,165	116,861	111,927	123,816	77,282	120,268	123,816	123,816
043010-2400	EMPLOYERS SHARE-GROUP LIFE I	6,644	7,562	7,405	7,633	5,095	7,772	7,676	8,401
043010-2500	EMPLOYERS SHARE-VRS HYBRID S	938	1,228	1,070	1,117	769	1,253	1,177	2,392
043010-2700	WORKERS COMPENSATION INS.	7,672	11,156	11,271	13,345	12,066	12,066	13,273	13,273
043010-3310	BUILDING MAINT. SERVICE CONT	79,411	75,183	79,679	172,000	88,713	172,000	173,500	173,500
043010-3320	GROUNDS MAINTENANCE SERVICE	74,573	49,053	68,114	65,000	82,374	150,000	155,000	155,000
043010-3325	CONTRACTED REPAIRS AND MAINT	39,904	39,347	80,900	40,000	26,928	40,000	40,000	35,000
043010-5100	ELECTRIC SERVICES	376,959	394,861	316,023	380,000	256,639	380,000	421,000	380,000
043010-5102	HEATING SERVICES	89,924	77,212	77,480	80,000	66,318	80,000	86,000	80,000
043010-5103	WATER & SEWER SERVICES	25,943	22,235	25,235	25,000	18,887	32,000	32,000	28,000
043010-5104	REFUSE COLLECTION CHARGES	45,855	51,076	54,228	50,000	45,354	50,000	45,000	45,000
043010-5105	STORMWATER MAINTENANCE	4,754	5,146	5,492	5,500	2,921	5,500	5,500	5,500
043010-5203	TELEPHONE SERVICES	4,161	4,630	4,839	4,200	3,408	4,200	4,200	4,200
043010-5300	INSTITUTIONAL INS. PREMIUMS	81,113	80,844	87,519	88,000	86,641	86,641	88,000	88,000
043010-5305	MOTOR VEHICLE INSURANCE	8,666	7,766	8,280	9,000	8,740	8,740	9,000	9,000
043010-5501	TRAVEL EXPENSES	877	1,082	247		712	1,000	1,600	1,600
043010-6001	OFFICE SUPPLIES	1,332	1,658	1,451	1,800	482	1,800	1,800	1,800
043010-6005	JANITORIAL SUPPLIES	28,968	33,298	28,169	40,000	25,976	40,000	40,000	40,000
043010-6006	REPAIR & MAINT. WATER/SEWER	3,084	2,828	2,435	4,000	3,838	4,000	4,000	4,000
043010-6007	BUILDING REPAIR & MAINTENANC	31,967	26,439	23,790	32,000	25,058	43,000	43,000	40,000
043010-6008	VEHICLE & POWERED EQUIP.-FUJ	21,592	18,780	19,729	23,000	15,881	26,000	26,000	26,000
043010-6009	VEHICLE MAINTENANCE & SUPP.	11,275	8,002	4,829	9,000	4,572	9,000	10,000	9,000
043010-6010	POWER EQUIPMENT MAINT & SUPP	8,311	11,163	12,024	11,000	9,956	13,000	13,000	13,000
043010-6011	WEARING APPAREL	7,866	8,798	9,085	10,800	6,790	10,800	11,000	10,800
043010-6012	REPAIR & MAINT.-SHOPEASEMEN	3,821	2,817	894	4,000	2,227	4,000	4,000	4,000
043010-6013	REPAIR & MAINT.-POOLS	7,021	6,049	6,049	8,000	6,320	10,300	10,500	9,500
043010-6014	GROUNDS REPAIR & MAINT. SUPP	21,953	25,806	17,140	22,000	17,557	33,000	27,000	24,500
043010-6016	REPAIR & MAINT.-SHOP/GENERAL	2,625	3,615	3,460	4,000	5,634	5,500	5,700	5,500
043010-6017	INFRASTRUCTURE & UTILITIES/N	8,774	14,959	14,054	7,500	5,628	9,000	9,000	9,000
043010-8001	EQUIPMENT	13,215	20,184	14,083	5,000	3,714	94,000	156,300	8,000
	TOTAL DEPARTMENT	1,823,275	1,907,304	1,883,629	2,042,554	1,458,457	2,323,944	2,391,394	2,245,021
	MAINTENANCE OF BLDGS. & GR	1,823,275	1,907,304	1,883,629	2,042,554	1,458,457	2,323,944	2,391,394	2,245,021
	50000 HEALTH								
	51000 HEALTH & WELFARE								
	51010 HEALTH DEPARTMENT								
051010-5601	CONTRIBUTION TO STATE HEALTH	535,162	571,337	571,337	579,123	430,864	579,123	628,127	628,127
	TOTAL DEPARTMENT	535,162	571,337	571,337	579,123	430,864	579,123	628,127	628,127

081010-8003	COMPUTER HARDWARE				3,985	2,400						2,000	
081010-8004	COMPUTER SOFTWARE					2,400					2,400	2,400	
081010-8005	MOTOR VEHICLES											27,000	
	TOTAL DEPARTMENT	975,755	980,817		1,076,463	1,126,798	742,398				1,163,009	1,323,150	1,241,098
81020	TOURISM & ECON.DEVELOPMENT												
081020-5603	TOURISM DEVELOPMENT	116,590	97,139		56,526	66,840	33,549				319,179	207,687	207,687
081020-5677	GREATER AUGUSTA CHAMBER OF C	1,100	1,100		1,100	1,100	1,100				1,100	1,100	1,100
081020-5679	SHENANDOAH VALLEY AIRPORT	134,080	134,080		134,080	134,080	134,080				134,080	134,080	134,080
081020-5698	FINE ARTS GRANT	9,500	9,500		9,500	9,500	9,500				9,500	9,500	9,500
081020-5700	AUGUSTA COUNTY FAIR	6,560	6,430		7,500	7,500	9,117				9,117	9,400	9,400
	TOTAL DEPARTMENT	267,830	248,249		201,206	219,020	187,346				472,976	361,767	361,767
81050	ECONOMIC DEVELOPMENT												
081050-1100	SALARIES & WAGES	125,353	100,972		130,717	129,474	91,585				140,185	134,377	145,227
081050-2100	EMPLOYERS SHARE-FICA	8,083	6,261		8,679	9,905	6,091				10,038	10,280	11,110
081050-2210	EMPLOYERS SHARE-RETIREMENT	11,883	8,077		13,439	13,841	9,577				14,553	13,962	15,089
081050-2300	EMPLOYERS SHARE-HOSPITALIZAT	16,096	14,190		26,456	17,688	17,430				22,572	17,688	17,688
081050-2400	EMPLOYERS SHARE-GROUP LIFE I	1,651	1,122		1,685	1,735	1,200				1,825	1,801	1,946
081050-2500	EMPLOYERS SHARE-VRS HYBRID S		45		287	267	182				277	440	462
081050-2700	WORKERS COMPENSATION INS.	2,933	3,258		2,375	2,812	3,118				3,118	3,429	3,429
081050-3600	ADVERTISING/MARKETING	25,932	8,816		21,765	30,000	8,510				30,000	35,000	30,000
081050-5201	POSTAL SERVICES	296	278		381	800	150				800	800	700
081050-5203	TELEPHONE SERVICES	1,434	1,403		1,271	1,560	840				1,560	1,560	1,560
081050-5305	MOTOR VEHICLE INSURANCE	542	555		552	600	546				546	600	600
081050-5501	TRAVEL EXPENSES	2,480	2,763		2,907	6,000	2,478				6,000	8,420	6,000
081050-5674	SHENANDOAH VALLEY PARTNERSHI	73,815	75,013		75,013	75,013	75,013				75,013	75,013	75,013
081050-5675	SMALL BUSINESS DEVELOPMENT C	12,000	12,000		12,000	12,000	12,000				12,000	12,000	12,000
081050-5801	DUES & SUBSCRIPTIONS	4,769	5,208		5,085	6,732	6,219				6,732	6,580	6,580
081050-6001	OFFICE SUPPLIES	535	1,611		728	1,800	216				1,800	1,800	1,800
081050-6008	MOTOR VEHICLE FUEL	412	212		104	900	359				900	900	900
081050-6009	MOTOR VEHICLE MAINTENANCE		101		79	200	60				200	200	200
081050-8002	FURNITURE & FIXTURES	356			156								
081050-8005	MOTOR VEHICLE												
	TOTAL DEPARTMENT	288,671	241,862		303,659	311,327	235,574				328,119	324,850	330,304
	COMMUNITY DEVELOPMENT	1,532,256	1,470,928		1,581,328	1,657,145	1,165,318				1,964,104	2,009,767	1,933,169
83000	AGRICULTURAL DEVELOPMENT												
83010	EXTENSION OFFICE												
083010-1100	SALARIES & WAGES-V.P.I.	75,945	61,560		85,457	97,932	44,120				97,932	133,194	89,302
083010-1300	SALARIES & WAGES/PART-TIME	20,776	17,351		24,119	24,543	12,763				24,543	25,651	25,651
083010-5203	TELEPHONE SERVICES	1,810	1,868		1,866	3,000	1,227				3,000	3,000	3,000
083010-5501	TRAVEL EXPENSES	2,403	1,856		977	4,000	1,411				4,000	4,000	3,500
083010-6001	OFFICE SUPPLIES	574	541		201	700	158				700	900	800
083010-6002	4-H PROGRAM SUPPLIES		361			600	600				600	700	700
	TOTAL DEPARTMENT	101,508	83,537		112,620	130,775	59,679				130,775	141,794	122,953
83020	AGRICULTURAL DEVELOPMENT												
83050	COUNTY FARM												
083050-6003	AGRICULTURE SUPPLIES & MAINT	6,760			5,500	6,760	250				6,760	6,760	6,760
083050-6007	AGRICULTURAL DEVELOPMENT FUN	6,760			5,500	6,760	250				6,760	6,760	6,760
	TOTAL DEPARTMENT												
	AGRICULTURAL DEVELOPMENT	108,268	83,537		118,120	137,535	59,929				137,535	148,554	129,713
90000	NONDEPARTMENTAL												
92020-1100	OTHER OPERATIONAL FUNCTION												
092020-1600	HEADWATERS CONSERVATION TECH	62,121	65,227		65,227	65,227	65,227				65,227	68,488	68,488
092020-2220	COMP-VARIOUS BDS. & COMMISS	4,908	3,409		5,345	6,000	2,352				6,000	6,000	6,000
092020-2300	LINE OF DUTY	91,750	100,742		110,723	111,830	115,134				115,134	120,891	120,891
	HOSPITALIZATION-DEPENDENT CA	758,000	818,206		890,495	336,856	618,608				946,186	966,564	560,000

092020-2301	HEALTH SAVINGS ACCOUNT	35,670	39,378	40,503	40,000	26,627	40,000	40,000	40,000	40,000
092020-2500	EMPLOYERS SHARE-VRS HYBRID S									
092020-2600	UNEMPLOYMENT		156	12	4,000	247	2,000	2,000	2,000	
092020-2700	WORKERS COMPENSATION INS.									
092020-2800	OTHER BENEFITS	105	3,533	4,193	4,000	3,002	4,000	4,000	4,000	4,000
092020-2801	HOSPITALIZATION-RETIRES									
092020-3130	CONSULTING SERVICES-CONSORTI	11,000	11,000	11,000	11,000	8,667	13,000	13,000	13,000	13,000
092020-5663	HEADWATERS SOIL CONSERV.DIST	25,141	30,701	30,701	30,701	30,701	30,701	31,029	31,029	31,029
092020-5684	INSPECTION COSTS - BIOSOLIDS									
092020-8002	FURNITURE & FIXTURES	1,944	5,815		1,500	356	1,500	1,500	1,500	1,500
092020-9994	CAREER DEVELOPMENT/PAY & CLA							560,922		
092020-9995	PAY & CLASS. PLAN-COMP BOARD			185,390			113,800		113,800	
092020-9996	STATE CUTS									
092020-9997	PAY & CLASS. PLAN-COUNTY			481,610				293,928	293,928	
092020-9998	PAY & CLASS. PLAN-OPEB			25,000				25,000	25,000	
092020-9999	PAY & CLASS. PLAN-PART TIME			10,000				10,000	10,000	
	TOTAL DEPARTMENT	990,639	1,078,167	1,158,199	1,313,114	870,921	1,223,748	2,282,122	1,314,636	
	92030 CONTRIBUTIONS									
092030-5602	MENTAL HEALTH SERVICES BOARD	191,555	197,000	197,000	197,000	147,750	197,000	350,462	215,000	
092030-5604	VALLEY EDUCATION ALLIANCE	1,000	1,000	1,000				2,500		
092030-5665	VALLEY PROGRAM FOR AGING SER	31,250	31,250	31,250	31,250	23,438	31,250	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	
092030-5703	BRITE BUS-PDC TRANSIT	41,000	41,000	41,107	41,107	41,107	41,107	43,510	43,510	
092030-5704	INTER-REGIONAL PUBLIC TRANSI				12,346	12,346	12,346	11,094	1,109	
092030-5707	CATS-TAX EXEMPTION									
092030-5711	COMMUNITY CENTERS (FROM P&R)	10,000	8,750	8,750	8,750	8,750	8,750	8,750	8,750	
092030-5714	CRAIGSVILLE MEALS TAX	23,058	23,058	22,606	19,010		19,010	23,276	23,276	
092030-5715	VERONA FOOD PANTRY	39,540	39,540	39,540	39,540		39,540	39,540	39,540	
092030-5717	VALLEY ASSOC FOR INDEPENDENT							2,000		
092030-5718	CENTRAL SHEN CRIME STOPPERS									
092030-5719	FRIENDS OF THE SHENANDOAH RI									
092030-5720	CRAIGSVILLE PERSONAL PROPERT	34,573	37,337	38,986	38,986		40,386	40,386	40,386	
092030-5750	LIONS OF VA-TAX EXEMPTION	700	658	616	586	586	586	578	578	
092030-5751	OAK GROVE THEATER-TAX EXEMPT	2,567	2,788	2,847	2,847	2,847	2,847	2,847	2,847	
092030-5753	STILLWATERS TAX EXEMPTION									
092030-5754	MARY BALDWIN COLLEGE-TAX EXE									
092030-5755	GREENVILLE ATHLETIC CLUB-TAX									
092030-5756	VALLEY CHILDREN'S ADVOCACY C	2,000	5,000	5,000	5,000	5,000	5,000	11,613	5,000	
092030-5757	SOUTHEAST RURAL COMM. PRO (S									
092030-5758	VIRGINIA WAR MEMORIAL FOUNDA									
092030-5759	CREATIVE WORKS FARM-TAX EXPE									
092030-5760	CAP-SAW CONTRIBUTION	52,100	52,100	52,100	52,100		52,100	63,125	63,125	
092030-5761	TALKING BOOK CENTER							25,000	4,000	

	TOTAL DEPARTMENT	434,343	444,481	404,695	453,522	246,824	454,922	666,107	485,547
92040	CONTINGENCIES								
092040-9997	FEMA GRANT DISBURSEMENTS	10,383							
092040-9998	CDBG-FIELDS OF GOLD AGRITOUR	69,804	106,520	118,501	1,283,564	70,142	80,000	60,000	55,000
092040-9999	CONTINGENCIES	80,187	106,520	118,501	1,283,564	70,142	80,000	60,000	55,000
	TOTAL DEPARTMENT								
	OTHER OPERATIONAL FUNCTIO	N 1,505,169	1,629,168	1,681,395	3,050,200	1,187,887	1,758,670	3,008,229	1,855,183
94000	TRANSFERS TO OTHER FUNDS								
094000-0015	TRANSFERS TO REVENUE RECOVER	160,000	160,000	160,000	160,000	33,097	160,000	160,000	160,000
094000-0023	TRANSFERS TO VFA FUND	901,527	910,365	1,736,885	1,276,910	1,030,314	1,376,910	1,495,745	1,295,745
094000-0024	TRANSFERS TO CSA FUND	1,749,869	1,719,404	1,641,544	1,550,000	703,762	1,885,920	1,960,000	1,550,000
094000-0041	TRANSFERS TO SCHOOL FUND	42,160,456	42,875,642	43,567,956	46,128,652	29,169,762	46,128,652	47,743,342	47,743,342
094000-0044	TRANSFERS TO SCH. CAP. IMPRO		1,080,000	1,080,000	1,080,000	1,080,000	1,080,000	1,080,000	1,080,000
094000-0045	TRANSFERS TO DEBT FUND	7,335,591	7,323,616	7,270,996	7,133,383	7,172,320	7,107,649	7,320,527	7,320,527
094000-0070	TRANSFERS TO CO. CAPITAL IMP	10,396,511	9,492,542	16,124,132	4,564,953		10,672,059	4,379,309	3,300,738
	TOTAL DEPARTMENT	62,703,954	63,561,569	71,581,513	61,893,898	39,189,255	68,411,190	64,138,923	62,450,352
	TRANSFERS TO OTHER FUNDS	62,703,954	63,561,569	71,581,513	61,893,898	39,189,255	68,411,190	64,138,923	62,450,352
	-TOTAL FOR FUND	102,368,426	104,555,822	115,424,493	107,152,740	68,290,518	118,652,238	125,960,200	112,886,454



Department Summaries

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**Augusta County
Fiscal Year 2022-2023
General Operating Fund**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
General Property Taxes	\$ 69,336,951	\$ 70,583,848	\$ 71,952,925	\$ 73,057,872	4%
Other Local Taxes	\$ 19,135,478	\$ 18,086,000	\$ 20,398,500	\$ 20,333,080	12%
Permits, Priv. Fees-Reg. Licenses	\$ 643,904	\$ 629,600	\$ 871,400	\$ 634,000	1%
Fines & Forfeitures	\$ 239,875	\$ 329,150	\$ 296,150	\$ 291,150	-12%
Use of Money & Property	\$ 744,370	\$ 680,105	\$ 732,644	\$ 704,684	4%
Charges for Service	\$ 2,338,696	\$ 2,550,300	\$ 2,682,159	\$ 2,753,959	8%
Miscellaneous	\$ 315,308	\$ 5,000	\$ 15,000	\$ 5,000	0%
Recovered Costs	\$ 250,114	\$ 264,079	\$ 253,627	\$ 159,900	-39%
Revenue from the Commonwealth	\$ 11,843,951	\$ 11,855,866	\$ 12,203,561	\$ 12,170,239	3%
Revenue from the Federal Government	\$ 943,743	\$ 985,192	\$ 1,011,353	\$ 947,129	-4%
Non-Revenue Receipts	\$ 5,944,815	\$ 1,183,600	\$ 2,139,976	\$ 1,300,256	10%
Total Revenues	\$ 111,737,205	\$ 107,152,740	\$ 112,557,295	\$ 112,357,269	5%
Expenditures:					
General Government Administration	\$ 5,116,260	\$ 5,241,767	\$ 5,810,994	\$ 6,381,012	22%
Judicial Administration	\$ 2,699,429	\$ 2,831,024	\$ 3,140,230	\$ 3,201,400	13%
Public Safety	\$ 25,194,290	\$ 24,328,615	\$ 29,033,660	\$ 28,401,610	17%
Public Works	\$ 4,442,182	\$ 4,647,202	\$ 5,021,866	\$ 4,933,151	6%
Health & Public Assistance	\$ 935,806	\$ 954,980	\$ 954,980	\$ 991,242	4%
Cultural	\$ 2,074,170	\$ 2,410,374	\$ 2,419,009	\$ 2,609,622	8%
Community Development	\$ 1,699,448	\$ 1,794,680	\$ 2,101,639	\$ 2,062,882	15%
Non-departmental & Contingencies	\$ 73,262,908	\$ 64,944,098	\$ 70,169,860	\$ 64,305,535	-1%
Total Expenditures	\$ 115,424,493	\$ 107,152,740	\$ 118,652,238	\$ 112,886,454	5%

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Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
General Government Administration

Department	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Board of Supervisors	\$ 149,164	\$ 161,001	\$ 180,304	\$ 162,667	1%
County Administrator	911,109	962,522	1,053,832	1,072,913	11%
Human Resources	284,082	289,228	308,196	323,102	12%
County Attorney	598,458	521,507	539,841	507,498	-3%
Commissioner of Revenue	1,026,683	1,045,155	1,098,809	1,163,779	11%
Reassessment	-	-	-	535,185	0%
Board of Equalization	-	-	-	-	0%
Treasurer	597,384	596,861	637,811	652,436	9%
Finance	395,605	400,138	434,290	427,415	7%
Information Technology	813,218	906,804	1,000,580	1,085,354	20%
Board of Elections	340,557	358,551	557,331	450,663	26%
Total General Government	\$5,116,260	\$5,241,767	\$5,810,994	\$6,381,012	22%



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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 public school education funding
- Adopt and utilize Comprehensive Plan
- Review and provide input on General Assembly legislation

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$97,423	\$99,226	\$98,574	\$99,227	0%
Operating	51,741	61,775	81,730	63,440	2.7%
Total	\$149,164	\$161,001	\$180,304	\$162,667	1%

*operating increases due to increases in contractual and census, surveys and reports.

Service and Performance Measures:

Item	CY2020 Actual	CY2021 Actual	CY2022 Proposed
Regular BOS Meetings	21	23	24
BOS Staff Briefings	10	11	11
BOS Work Sessions	0	3	1
Special Meetings (Fire/Rescue, etc.)	0	0	0
Joint Meetings (School & ACSA Board)	0	0	0

Accomplishments:

From Infrastructure (encumbered)

Beverley Manor – 8011		
Verona VFD SCBA Loan		\$25,441.92
Schneider Park Ditch Repair		\$3,575.00
Paging App		\$714.29
Total		\$29,731.21
Middle River – 8012		
Paging App		\$714.29
Total		\$714.29
North River – 8013		
Verona VFD SCBA Loan		\$25,441.91
Paging App		\$714.29
Augusta Regional Dental		\$123.00
Mt. Sidney speed limit signs		\$8,500.00
Total		\$34,779.20
Pastures – 8014		
Paging App		\$714.29
Augusta Regional Dental		\$123.00
Craigsville VFD Oscillator		\$4,950.00
Craigsville VFD		\$9,416.57
Total		\$15,203.86
Riverheads – 8015		
Schneider Park Ditch Repair		\$3,575.00
Paging App		\$714.28
Middlebrook Fire Department		\$9,888.00
Greenville Athletic Club		\$393.34
Total		\$14,570.62
South River 8016		
Schneider Park Ditch Repair		\$3,575.00
Paging App		\$714.28
Augusta Regional Dental		\$123.00

Featherstone Manor		\$10,000.00
Total		\$14,412.28
Wayne – 8017		
Paging App		\$714.28
Augusta Regional Dental		\$123.00
Total		\$837.28
Grand Total		\$110,248.74

Parks and Recreation Matching Grant (encumbered)

Beverly Manor – 8021		
Natural Chimneys Bath House		\$933.34
Schneider Park		\$9,116.00
Total		\$10,049.34

Middle River-8022		
Total		\$0.00

North River-8023		
Natural Chimneys Bath House		\$933.34
Natural Chimneys Camp Store		\$11,250.00
Natural Chimneys Building Removal		\$6,250.00
Total		\$18,433.34

South River – 8026		
Natural Chimneys Bath House		\$933.33
Schneider Park		\$9,116.00
Total		\$10,049.33

Wayne-8027		
Schneider Park		\$9,116.00
Total		\$9,116.00

Riverheads -- 8025		
Schneider Park		\$9,116.00
Total		\$9,116.00

Pastures -- 8024	
Total	\$0
Grand Total	\$56,764.01

Ordinance Amendments

- Ordinance Amendments to address concerns of the Board of Supervisors, staff recommendations, and changes to the State Code.
- Meals, Lodging and Cigarette Tax Ordinance

Economic Development

- Participated in financial incentive for a CAVA Foods.

Other

- COVID Response
- JDR third Courtroom – infrastructure and staffing
- ECC Staffing approvals – Training Specialist, Emergency Management Coordinator
- Appraisal for BME
- Broadband Grant Funding
- ERP Software Project Management position
- Redistricting

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

Phone: (540) 245-5610

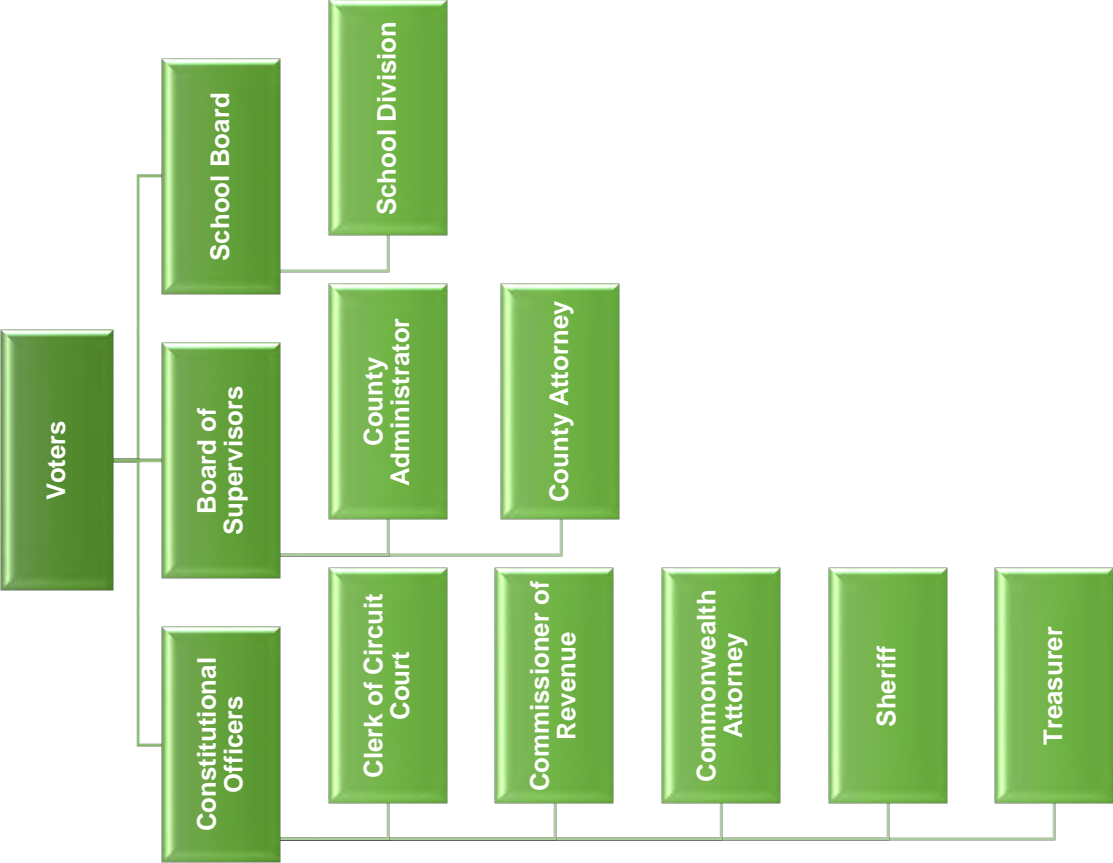
Fax: (540) 245-5621

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

**11010-BOARD OF SUPERVISORS
BUDGET REQUEST**

	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin.</u> <u>Recommendations</u>	<u>Difference</u>
	<u>21-22 Revised</u>	<u>FY 21-22</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 22-23</u>	<u>Request to</u> <u>Recommendations</u>
Miscellaneous - Dinners, travel	\$ 1,500 \$ 1,500					
Total	\$ 11,845 \$ 12,245					
5502 - STATE ASSEMBLY EXPENSE - DELETE, INCLUDED IN 3120	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
General Expenses related to Legislative Liaison to include mileage, professional filings, and reimbursement for meetings outside of Richmond.						
6001-OFFICE SUPPLIES						
8001-EQUIPMENT	\$1,500 \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -
Board Room voting equipment						
Department Total:	\$ 61,775 \$ 81,730	\$ 61,775 \$ 81,730	\$ 61,775 \$ 81,730	\$ 64,440 \$ 64,440	\$ 63,440 \$ 63,440	\$ 1,000 \$ 1,000
Payroll Total:	\$ 99,226 \$ 98,574	\$ 99,226 \$ 98,574	\$ 99,226 \$ 98,574	\$ 99,227 \$ 99,227	\$ 99,227 \$ 99,227	\$ - \$ -
Grand Total:	\$ 161,001 \$ 180,304	\$ 161,001 \$ 180,304	\$ 161,001 \$ 180,304	\$ 163,667 \$ 163,667	\$ 162,667 \$ 162,667	\$ 1,000 \$ 1,000

County of Augusta, Virginia Organizational Chart



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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, Communications Manager 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
- Increase communications and engagement
- Special projects as assigned by BOS

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$785,809	\$774,030	\$825,957	\$860,658	11.2%
Operating	125,300	188,492	227,875	212,255	12.6%
Total	\$911,109	\$962,522	\$1,053,832	\$1,072,913	11.5%

*Increase in personnel is due to a pay and reclass by HR. Change in operating is due to the new contract terms under auditing contractual and increases to communications and marketing.

Service and Performance Measures:

Item	CY2020 Actual	CY2021 Actual	CY2022 Planned
Regular BOS Meetings	21	23	24
BOS Staff Briefings	10	11	11
BOS Work Sessions	0	3	1

Special Meetings (Fire/Rescue, etc.)	0	0	0
Joint Meetings (School & ACSA Board)	0	0	0
E-notification subscribers	1373	5625	6000
Facebook followers	2512	3223	3900
Twitter followers	987	1191	1300
Website users	229,390	370,059	390,000
News posts	102	68	100

Accomplishments:

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

- Juvenile Detention Home Board
- Regional ASAP Board
- 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)
- Broadband Committee
- Blue Ridge Cigarette Tax Board
- LEAD (Diversion/Litter Control) Board

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

- Staunton Rotary
- Virginia Local Government Manager’s Association
- Virginia Municipal Clerks Association
- ICMA
- National Association of County Administrators
- Virginia Government Finance Officers Association
- Government Finance Officers Association
- Public Relations Council
- National Association of Government Communicators

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

- Boards and Commissions brochure/resumes/recruitment process/recognition
- Meeting room management
- Legislative activities
- Miscellaneous CIP-related projects
- Staff Development
- Special projects as assigned

Projects Completed:

- Website Refresh
- Online services
- Organized fall 2021 VLGMA DAO meeting
- JDR Courtroom renovation
- BME Appraisal
- Board room panel replacement
- ADA Compliance for 2 precincts
- Agenda software
- Surveys - Solar, Broadband, Fire Chief
- Redistricting
- Board Priorities and 5 year financial plan

Planned Projects:

- Fire/Rescue Strategic Plan
- County-wide Strategic Plan/Five Year Financial Plan
- New courthouse complex final design and construction
- Communications Strategic Plan
- MRRJ Renovations
- Broadband Projects – VATI 2021 and VATI 2022
- Sheriff's office building drainage
- ARPA Government Center Projects
- JDR Clerk Office renovation
- I-Legislate
- Financial Software Replacement
- Reassessment
- Bid Legislative Contract
- Assistance with SAW Health Insurance procurement
- Assistance with School Borrowing
- Animal Shelter Fiscal Agent Transition

Contact Information:

Timothy Fitzgerald, County Administrator
Jennifer Whetzel, Deputy County Administrator
Candy Hensley, Assistant to the County Administrator
Angie Michael, Executive Assistant
Mia Kivlighan, Communications Manager
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**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>3121 - AUDITING CONTRACTUAL</u>							
PBMares, LLC							
3 year contract w/ option for 2, one year renewals			\$ 61,670	\$ 61,670	\$ 68,215	\$ 68,215	\$ -
Fiscal year 2022 audit	\$ 68,215						
Fiscal year 2023 audit	\$ 69,480						
Fiscal year 2024 audit	\$ 70,770						
Fiscal year 2025 audit	\$ 72,085						
Fiscal year 2026 audit	\$ 73,425						
<u>3124 - COST ALLOCATION PLAN</u>							
Annual cost to provide plan to ascertain overhead for Social Services and Jail.			\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
3 year contract with RFC							
<u>3600 - ADVERTISING</u>							
Advertising for Board of Supervisors meetings, RFPs, construction, budget, ordinances, etc.	\$ 6,000	\$8,000					
	\$ 3,000						
	\$ 9,000						
<u>Redistricting</u>							
			\$ 6,000	\$ 9,000	\$ 8,000	\$ 7,000	\$ 1,000
							general cut
<u>3700 - COMMUNICATIONS AND MARKETING</u>							
Software and subscriptions related to communications management. Creative Cloud	\$ 600	\$ 600					
Branding, photos, etc. Considered website refresh needs.	\$ 4,750	\$2,000					
Public safety marketing	\$ 8,000	\$ -					
Gov QA FOIA Platform	\$ 18,176	\$ 18,176					
GovServices - online customer services	\$ 11,650	\$ 11,650					
GovDelivery - website communications services	\$ 6,300	\$ 6,300					
GovMeetings - website agenda and minutes	\$ 16,478	\$ 16,478					
ZenCity - social media monitoring	\$ 21,600	\$ 21,600					
Advanced Media Solutions - BOS Livestream	\$ 8,400	\$ 8,400					
	\$ 95,954	\$ 85,204	\$ 66,000	\$ 96,000	\$ 85,000	\$ 85,000	\$ -

**12010-COUNTY ADMINISTRATOR
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>5201 - POSTAGE SERVICES</u>							
Amount: includes postage/UPS							
PO Box rental	\$ 500 \$	500	\$ 800 \$	4,315 \$	700 \$	700 \$	-
Redistricting	\$ 215 \$	\$215					
	\$ 3,600 \$	\$0					
	\$ 4,315 \$	715					
<u>5203 - TELEPHONE SERVICES</u>							
Phones include County Administrator's office, Board Room, and Executive Conference Room and switchboard							
Carolina Digital	Per month \$ 300 \$	3,600	\$ 1,200 \$	5,040 \$	1,200 \$	1,200 \$	-
Verizon-ipad, cell phone	\$ 95 \$	1,140					
Switchboard	\$ 25 \$	300					
	\$ 5,040 \$	5,040					
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
2014 Ford Explorer #25 (Silver)							
2014 Ford Explorer #26 (Blue)							
<u>5307 - LIABILITY INSURANCE - PUBLIC OFFICIAL</u>							
Board & County Administrator							
Division of Risk Management							
<u>5501 - TRAVEL EXPENSES</u>							
Rotary	\$ 800 \$	800	\$ 5,700 \$	6,400 \$	7,500 \$	6,500 \$	1,000
VACO Conference, Norfolk	\$ 945 \$	950					general cut
NACO Legislative Conference, D.C.	\$ - \$	1,000					
VACO Legislative Conference, Richmond (1)	\$ 180 \$	180					
VACO County Officials Summit (2 Committee members)	\$ 325 \$	250					
VLGMA Summer Conference	\$ 900 \$	900					
VLGMA Winter Conference	\$ 375 \$	375					
Clerk's Continued Education	\$ 100 \$	900					
ICMA/NACO Annual Conference	\$ - \$	1,500					

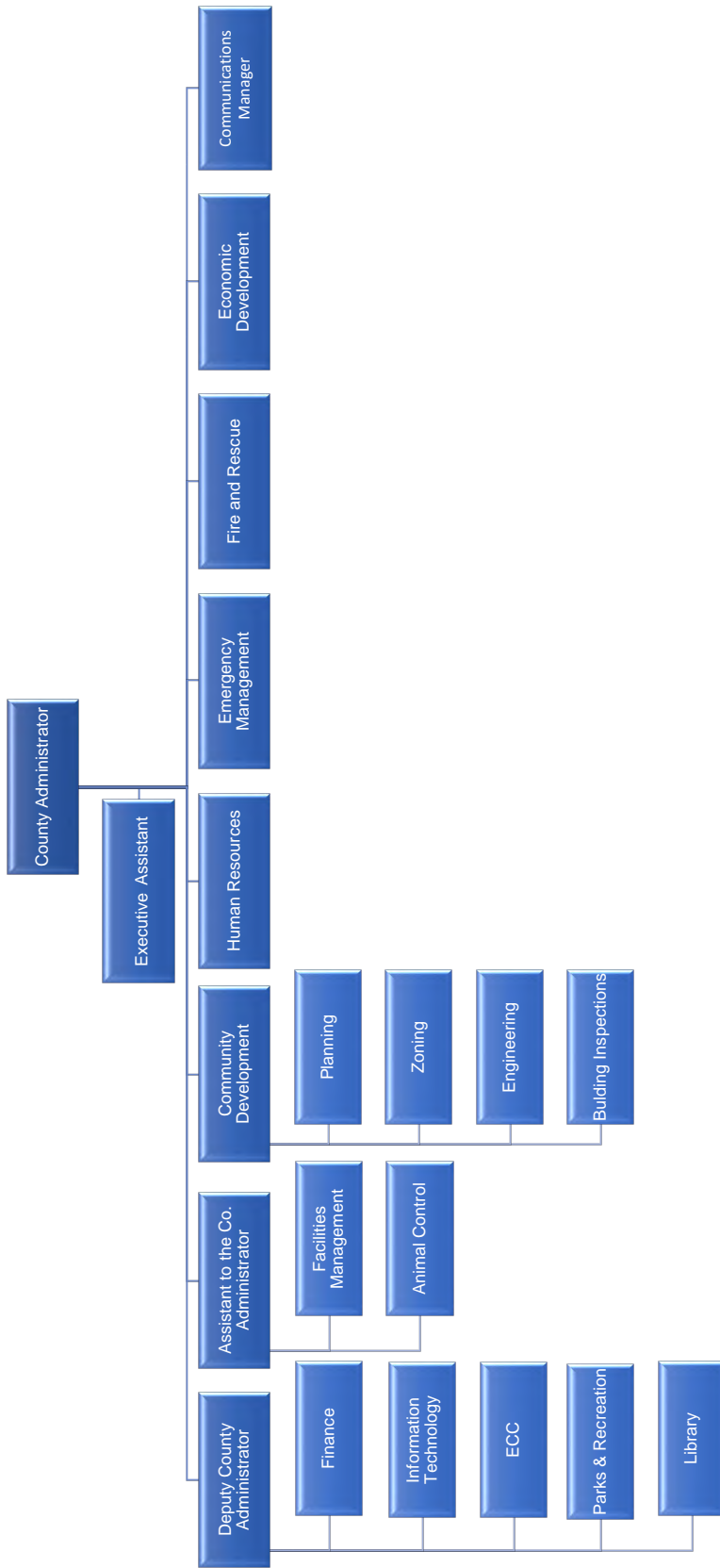
**12010-COUNTY ADMINISTRATOR
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
VLMGA DOA Professional Development Opp. (host meeting)	\$ 200	\$ 100					
Economic Dev Trip Project Valley	\$ 1,105						
Tax cases	\$ 1,000						
Misc. - Economic Development Trip Project Valley, Tax cases	\$ 500	\$ 500					
	\$ 6,430	\$ 7,455					
Account also reflects funding for legislative trips to Richmond, monthly manager meetings, Employee of the Year lunch, staff development, etc.							
5801 - DUES AND SUBSCRIPTIONS							
VACO (73,791 x .22 = \$16,234)	\$ 15,925	\$ 15,925	\$ 26,480	\$ 26,480	\$ 23,000	\$ 23,000	\$ -
NACO	\$ 1,475	\$ 1,475					
Rotary (\$60 x 4 = \$240)	\$ 240	\$ 240					
VLGMA (2 staff)	\$ 850	\$ 850					
ICMA	\$ 1,320	\$ 1,475					
NACA	\$ 50	\$ 50					
Dairy News Leader annual online subscription	\$ 30	\$ 30					
News Virginian	\$ 210	\$ 210					
Local Clerk's Association	\$ 30	\$ 30					
State Clerk's Association	\$ 50	\$ 50					
IIMC	\$ 215	\$ 215					
Public Relations Council	\$ 170	\$ 170					
VA Public Relations - State	\$ -	\$ -					
Public Relations Council - National	\$ 325	\$ 325					
National Assoc. of Govt. Communicators	\$ 145	\$ 145					
Reference Material	\$ 150	\$ 150					
Zoom (Co Admin users + all excess unused accounts)	\$ 1,400	\$ 1,400					
VGFOA	\$ 50	\$ 50					
	\$ 22,635	\$ 22,790					

**12010-COUNTY ADMINISTRATOR
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
		\$	6,202 \$	6,200 \$	6,200 \$	6,200 \$	-
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, copier charges, directories, etc. Frame new BOS picture FY24 \$250 Minute books FY24 \$2175	\$ - 6,200 \$ - \$ - \$ 6,200 \$					
6008 - MOTOR VEHICLE FUEL							
	Reflects gasoline for two vehicles: Ford Explorer (Blue) and (Silver) used as pool vechiles for county agencies. Mileage as follows: 2/18/22 112,725 2014 Ford Explorer #25 (Silver) 2014 Ford Explorer #26 (Blue) 117,839		1,200 \$	2,000 \$	1,200 \$	1,200 \$	-
6009 - MOTOR VEHICLES MAINTENANCE & SERVICE							
	General maintenance to include oil changes, repairs, inspection, etc.		500 \$	500 \$	500 \$	500 \$	-
8002 - FURNITURE AND FIXTURES							
	Conference Room pictures Desktop scanner	\$ - \$ - \$ 1,370	- \$	1,370 \$	1,370 \$	- \$	1,370 pics and scanner to revised
	Department Total:	\$ 188,492	\$ 227,875	\$ 215,625	\$ 212,255	\$ 3,370	
	Payroll Total:	\$ 774,030	\$ 825,957	\$ 797,172	\$ 860,658	\$ (63,486)	
	Grand Total:	\$ 962,522	\$ 1,053,832	\$ 1,012,797	\$ 1,072,913	\$ (60,116)	

Personnel includes Pay and Reclass by HR



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 850 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 Management Team 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$273,368	\$266,369	\$284,784	\$292,854	9.9%
Operating	10,714	22,859	23,412	30,248	32.3%
Total	\$284,082	\$289,228	\$308,196	\$323,102	11.7%

*Increase in personnel are due to a pay and reclass by HR. Increases in operating are due to restoring in-service and training education funds that were previously cut due to COVID.

Service and Performance Measures:

	FY2020-2021 Actual	FY2021-2022 Planned	FY2022-2023 Expected
New Recruits	118	133	120
% of Turnover	18%	15%	15%
Employee Training Offered	2	2	4
# of Direct Deposits	770	785	790
% of Employees on Direct Deposit	88%	89%	90%

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

Accomplishments:

- 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 Management Team personnel issues.
- Assisted with the hiring of an Emergency Communications Director, Fire Rescue Chief and Emergency Management Coordinator.

Contact Information:

Faith Duncan, Human Resources Director
Amber May, Human Resources Specialist
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	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u> <u>Recommendations</u>	<u>Difference</u>
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	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 Aetna wellness dollars							
Fitness equipment-funded through Aetna wellness dollars							
<u>3323 - BACKGROUND CHECKS</u>							
All employee background checks			\$ 1,000	\$ 1,000	\$ 1,000	\$ 800	200 general cut
<u>3600 - ADVERTISING</u>							
Advertising for vacant positions. We also place vacant positions on the web page.			\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	-
<u>5201 - POSTAGE</u>							
Postage costs associated with payroll, FICA, employment, etc.			\$ 700	\$ 700	\$ 700	\$ 700	-
<u>5203 - TELEPHONE SERVICES</u>							
Costs of line per month, long distance, switchboard			\$ 600	\$ 1,153	\$ 1,500	\$ 1,189	311 cut position
Telephone Services for HR Technician							
			\$ 500	\$ 500	\$ 500	\$ 500	-
<u>5501 - TRAVEL</u>							
Travel associated with miscellaneous meetings and seminars. PHR Certification requires 20 credit hours annually.			\$ 500	\$ 500	\$ 500	\$ 500	-

**12030-HUMAN RESOURCES
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to Recommends
<u>5504 - IN-SERVICE TRAINING & EDUCATION</u>							
	\$ 700	\$ 8,700	\$ 14,000	\$ 14,000	\$ 22,000	\$ 21,000	\$ 1,000
Tuition Program	\$ -	\$ -					
Training (in-house, wellness provided)	\$ 10,800	\$ 10,800					
SEI/LEAD							
-leadership training	\$ 2,500	\$ 2,500					
VA Institute of Government	\$ 14,000	\$ 22,000					1,000 general cut
<u>5506 - EMPLOYEE RECOGNITION & AWARD</u>							
	\$ 450	\$ 450	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
VA Institute Comp. System	\$ 219	\$ 219					
SHRM National Membership	\$ 40	\$ 40					
SHRM Local Membership	\$ -	\$ -					
HR Hero Website	\$ 709	\$ 709					
	\$ 709	\$ 709					
<u>6001 - OFFICE SUPPLIES</u>							
Office costs, printer ink	\$ -	\$ 1,600	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
<u>8001 - EQUIPMENT</u>							
Computer for HR Technician	\$ -	\$ 1,600	\$ -	\$ -	\$ 1,725	\$ -	\$ 1,725
Desk Phone for HR Technician	\$ -	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ 1,725					
<u>8002 - FURNITURE & FIXTURES</u>							
Furniture for HR Technician	\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500	\$ -	\$ 2,500
							cut position
Department Total:	\$ -	\$ 22,859	\$ 22,859	\$ 23,412	\$ 35,984	\$ 30,248	\$ 5,736
Payroll Total:	\$ -	\$ 266,369	\$ 284,784	\$ 284,784	\$ 329,798	\$ 292,854	\$ 36,944
Grand Total:	\$ -	\$ 289,228	\$ 308,196	\$ 308,196	\$ 365,782	\$ 323,102	\$ 42,680

Personnel includes Pay and ReClass by HR
cut personnel request

Human Resources Organizational Chart

Faith Duncan
Human Resources Director

Amber May
Human Resources
Technician
Benefits

Daniela Sprouse
Human Resources
Technician
Payroll

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County Attorney

Mission:

The County Attorney's Office provides legal counsel to the Board of Supervisors and to all County Departments, 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 and draft and/or review County policies.
- Coordinate County's response to FOIA requests and perform legal review.
- 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: Prepare and review contracts, agreements, and deeds.
- Finance Department: Advise the Finance Department as to claims to be filed with the County's insurance companies, draft and/or review procurement contracts and policies. Provide legal research and advice relating to finance and procurement issues.
- Fire & Rescue: Review and provide legal advice on FOIA requests, policies, MOUs, agreements, documents, and advise the Department on personnel issues.
- Lawsuits: Draft and file pleadings, properly research each case, schedule court hearings, conduct discovery, prepare witnesses and exhibits, and otherwise prosecute or 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 and advise.
- Sheriff's Department: Meet with various personnel, provide legal research and advice with respect to legal matters, and prepare court filings for unclaimed bodies in Augusta County.
- Subdivision, Planning & Engineering: Review and approve subdivision documents. Advise Subdivision Agent and County Engineer. Work with County Engineer and VDOT on land acquisitions for right of way, stormwater, 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 meetings. Work with Zoning Administrator on any zoning issues and 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 *all* county departments, including County Administration, Community Development, Parks and Recreation, Finance, Human Resources, Fire-Rescue, ECC, Treasurer, Commissioner of Revenue, and Sheriff's Office.
- Advise 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$321,637	\$363,571	\$380,705	\$386,398	6.3%
Operating	276,821	157,936	159,136	121,100	-23.3%
Total	\$598,458	\$521,507	\$539,841	\$507,498	-2.7%

*Increases in personal are due to a pay and reclass by HR. Changes in operating are due to costs associated with outside counsel.

Service and Performance Measures (per list of accomplishments):

Item	2021-2022
Court cases	21
Deeds and Easements	8
Legal Opinions	274
Ordinance Updates	17
FOIA Review	35

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.
- Together with outside counsel, oversee BLM of the Shenandoah Valley, LLC et al. v. Sheriff Donald Smith, et al.
- Together with outside counsel, oversee Alphonso P. Boxley, III, et al. v. Board of Supervisors of the County of Augusta, Virginia.
- Prosecuted zoning violation cases.
- Assisted with the preparation of several invitations to bid and requests for proposals issued by County for various goods and services.
- Assisted departments and Sheriff’s Office in responding to public records requests under the Virginia Freedom of Information Act.
- This office received and completed 207 legal opinion requests.
- Initiated judicial sale proceedings against delinquent property owners and collected approximately \$126,110.37 in delinquent real estate taxes, fees, penalties, and costs.
- Litigated tax lien case in general district court.
- Advised staff during redistricting process as needed.

Contact Information:

James R. Benkahla, County Attorney

Location: County Attorney's Office
Augusta County Government Center
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

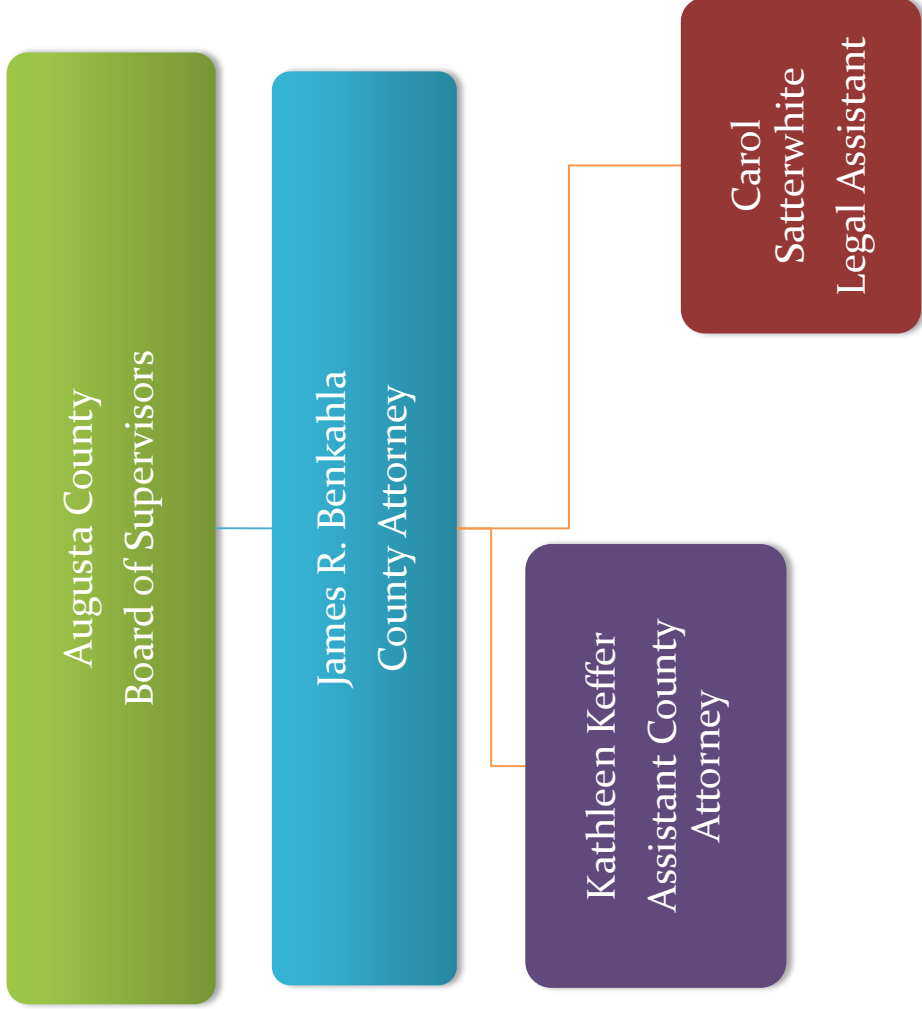
**12040-COUNTY ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
		\$150,000 \$	141,000 \$	141,000 \$	150,000 \$	100,000 \$	50,000 general cut
<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.							
		\$330 \$	300 \$	300 \$	330 \$	330 \$	-
<u>5203 - TELEPHONE SERVICES</u>							
Cost of lines serving office (five lines, including one fax line) and long distance service.							
		\$	\$	\$	\$	\$	\$
	Repairs	795 \$					
	Verizon Wireless	100 \$					
	Annual assessment for office's ipad service	480 \$					
	share of County switchboard	90 \$					
		1,945 \$					
		\$	2,136 \$	2,136 \$	2,350 \$	2,000 \$	350 cut to detail
<u>5501 - TRAVEL EXPENSES/EDUCATION</u>							
		\$	\$	\$	\$	\$	\$
	LGA Fall Conference	1,800 \$					
	LGA Spring Conference	1,700 \$					
	LGA Regional Conference	520 \$					
	LPGA Conference	450 \$					
	Classes/Training	100 \$					
		4,570 \$					
		\$	4,000 \$	4,000 \$	5,030 \$	4,500 \$	530 general cut

**12040-COUNTY ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>5801 - DUES AND SUBSCRIPTIONS</u>							
Virginia State Bar	\$ 700	\$ 700	\$ 3,200	\$ 3,200	\$ 3,520	\$ 3,520	\$ -
Staunton-Augusta-Waynesboro Bar Association	\$ 150	\$ 150					
Local Government Attorneys Assn	\$ 1,400	\$ 1,400					
Local Government Paralegal Assn	\$ 45	\$ 50					
Virginia Lawyers Weekly	\$ 100	\$ 800					
Miscellaneous	\$ 2,395	\$ 100					
		\$ 3,200					
<u>6001 - OFFICE SUPPLIES</u>							
General office supplies including stationary, pens, pencils, mailing and facsimile supplies, and copying costs (including supplements to the County Code).			\$ 2,500	\$ 2,500	\$ 2,750	\$ 2,750	\$ -
<u>6004 LAW BOOKS</u>							
Library Updates	\$ 3,500	\$ 3,500					
Code of Virginia (supplements/replacements)	\$ 4,000	\$ 4,000					
Handbook of Virginia Local Gov't Law	\$ 370	\$ 370					
Virginia Civil Procedure	\$ 100	\$ 100					
Miscellaneous	\$ 350	\$ 350					
	\$ 8,320	\$ 8,320	\$ 4,800	\$ 6,000	\$ 12,320	\$ 8,000	\$ 4,320
							general cut added code of VA 2nd set to revised
<u>8001 - FURNITURE & FIXTURES</u>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -					
	\$ -	\$ -					
	\$ -	\$ -					
	\$ -	\$ -					
Department Total:	\$ 157,936	\$ 176,300	\$ 159,136	\$ 176,300	\$ 176,300	\$ 121,100	\$ 55,200
Payroll Total:	\$ 363,571	\$ 369,499	\$ 380,705	\$ 369,499	\$ 369,499	\$ 386,398	\$ (16,899)
Grand Total:	\$ 521,507	\$ 545,799	\$ 539,841	\$ 545,799	\$ 545,799	\$ 507,498	\$ 38,301
							Personnel includes Pay and ReClass by HR

County Attorney's Organizational Chart



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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:

- Continue to work with new real estate software vendor (Vision). Go live date was February 24, along with in house training for all RE staff March 2-4. A punch list of things that need to be corrected has been provided to Vision and we will continue to work on these areas until they are resolved.
- Mentor New Real Estate Manager – The loss of our Real Estate Manager to another locality at the beginning of the Software transition resulted in a more difficult transition. Our goal will be to stay tuned in with Vision throughout our next 2 years to not only work out any issues but to give the new Real Estate Manager time to acclimate to the duties and learn the new software.
- Work with the new real estate assessor to insure that he has good quality training with tax assessors from other localities and with our Part time Vision trainer who also retired as the Real Estate Manager in Charlottesville.
- Continue to work with County Administration and County Attorney and Outside Counsel to respond to appeals of real estate general reassessment values

- Promote talent within department to understudy managerial positions that will be open to retirement(s) within 3, 5, & 8 years
- Work with county administration to review potential computer software options towards the eventual selection of and replacement of current software.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$879,287	\$890,210	\$929,725	\$1,002,620	12.6%
Operating	147,396	154,945	169,084	161,159	4%
Total	\$1,026,683	\$1,045,155	\$1,098,809	\$1,163,779	11.3%

* Personnel increases are due to a pay and reclass by HR. Operating increases are due to increases in data processing services

Service and Performance Measures:

Item	2021 Actual	Item	2021 Actual
Business Licenses issued	4870	Land Use applications processed	6,000
Vehicles assessed	108,894	Land Use parcels rolled back	159
New vehicles added	26,326	Real Estate parcels assessed	40,908
Old vehicles removed	24,539	Mapping changes worked	189
Returns processed through mail	2,193	Parcel transfers	2,619

State tax returns prepared	154	Assessment due to new construction	969
State estimated taxes filed	602		
Tax relief applications processed	564		
Veterans applications approved	193		

Accomplishments:

	2020	2021
Real Estate Assessed Tax	\$ 47,776,054	\$ 48,085,902
Personal Property Assessed Tax	\$ 18,363,518	\$ 21,216,669
Machinery & Tool Assessed Tax	\$ 4,849,713	\$ 5,315,685
Mobile Home Assessed Tax	\$ 211,921	\$ 226,121
Bank Franchise Tax	\$ 355,258	\$ 318,074
Business License Tax	\$ 4,442,609	\$ 4,319,793
Meals Tax	\$ 2,394,323	\$ 3,308,306
Lodging Tax	\$ 363,812	\$ 899,934
Utility License Tax	\$ 147,394	\$ 111,649
Utility Tax	\$ 2,092,704	\$ 2,142,317
Land Use Revalidation Fees	\$ 26,935	\$ 36,171
Land Use Rollback Tax	\$ 211,741	\$ 201,000
Mobile Home Titling Tax	\$ 161,553	\$ 159,745
Public Service	\$ 2,900,818	\$ 2,915,932
Audit Results	\$ 568,619	\$ 624,412
Revenue Generated	<u>\$ 84,866,972</u>	<u>\$ 89,881,710</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	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to Recommends
3320 - MAINTENANCE SERVICE CONTRACTS			\$ 695	\$ 1,370	\$ 695	\$ 695	-
6500-V05 IBM Printer - 5 yr maintenance contract	\$ 695	695					
Ricoh - Copy Machine	\$ 675						
	\$ 1,370	695					
3501 - CONTRACTURAL ASSESSMENTS - NADA			\$ 9,200	\$ 12,000	\$ 12,000	\$ 12,000	-
Valuation of personal property book	\$12,000	\$12,000					
through NADA							
3600 - ADVERTISING			\$ 500	\$ 500	\$ 500	\$ 400	100
Advertise deadlines	\$500	\$500					general cut
4100 - DATA PROCESSING SERVICES			\$ 80,050	\$ 81,321	\$ 80,964	\$ 80,964	-
Vision Technology Cloud Hosting Software	\$ 12,360	13,596					
Vision Technology Annual Maintenance	\$ 36,380	40,018					
Vision Technology Cloud Hosting Property Records	\$ 6,400	6,400					
LexUs Advance Development Legal shared w Co Att	\$ 700	700					
Clear Pro Flex Discovery Software	\$ 2,835	2,835					
Stonewall Tech Mass Appraisal Software Maint	\$ 2,250	-					
Internet Access for VAMANET	\$ 3,000	-					
Bright Software Maintenance	\$ 14,000	14,015					
ESRI - GIS Licenses	\$ 2,700	2,700					
Marshall & Swift Commerical Module VISION	\$ 696	700					
	\$ 81,321	80,964					
5201 - POSTAL SERVICES			\$ 33,900	\$ 38,000	\$ 39,200	\$ 34,500	4,700
Annual Personal Property Mailing	\$ 23,000	\$26,000					
Annual Land Use Reval Mailing	\$ 2,100	\$2,700					
General office mailings	\$ 4,800	\$5,000					
Business License Mailing	\$ 5,000	\$5,500					
	\$ 37,725	\$39,200					

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
<u>5203 - TELEPHONE SERVICES</u>							
Costs of line per month, long distance, switchboard	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
			\$ 3,100 \$	3,500 \$	3,100 \$	3,100 \$	-
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
2 vehicles at \$600 each			\$ 1,200 \$	1,093 \$	1,200 \$	1,200 \$	-
<u>5501 - TRAVEL EXPENSES</u>							
Commissioner Annual Meeting	2,300 \$	2,300	\$ 7,180 \$	8,180 \$	8,180 \$	7,180 \$	1,000 general cut
VA Association of Assessing Officers Conference	700 \$	700					
Certification Classes	1,500 \$	1,500					
VT Farm & Business Tax Class	680 \$	680					
VA Association of Assessing Officers School	3,000 \$	3,000					
Travel for Various Meetings	- \$	-					
	\$ 8,180 \$	8,180	\$ 1,920 \$	1,920 \$	1,920 \$	1,920 \$	-
<u>5801 - DUES & SUBSCRIPTIONS</u>							
Commissioner Association	550 \$	550					
IAAO Assessors Association	400 \$	400					
West Central Association Dues	120 \$	120					
VA Association of Assessing Officers	240 \$	240					
Bright Software User Group	400 \$	400					
University of Virginia Certification Program	160 \$	160					
VA Association of Local Tax Auditors	50 \$	50					
	\$ 1,920 \$	1,920	\$ 16,000 \$	20,000 \$	20,000 \$	18,000 \$	2,000 general cut
<u>6001 - OFFICE SUPPLIES</u>							
General office supplies.							
Includes printing and envelopes for Annual Personal Property returns.							
Includes printing of forms used in office.							

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends

6008 - MOTOR VEHICLE FUEL

Unit #	License #	ID #	Vehicle Make	Previous Mileage	Total Miles
4205	115-920L	97806	2019 Nissan Rogue	5,828	6,236
7089	194-856L	9089	2016 Jeep Compas	40,244	45,505

6009 - MOTOR VEHICLE MAINT. & SUPPLIES

General maintenance and repairs.

8002 - FURNITURE & FIXTURES

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

Department Total:	\$	154,945	\$	169,084	\$	168,959	\$	161,159	\$	7,800
Payroll Total:	\$	890,210	\$	929,725	\$	955,196	\$	1,002,620	\$	(47,424)
Grand Total:	\$	1,045,155	\$	1,098,809	\$	1,124,155	\$	1,163,779	\$	(39,624)

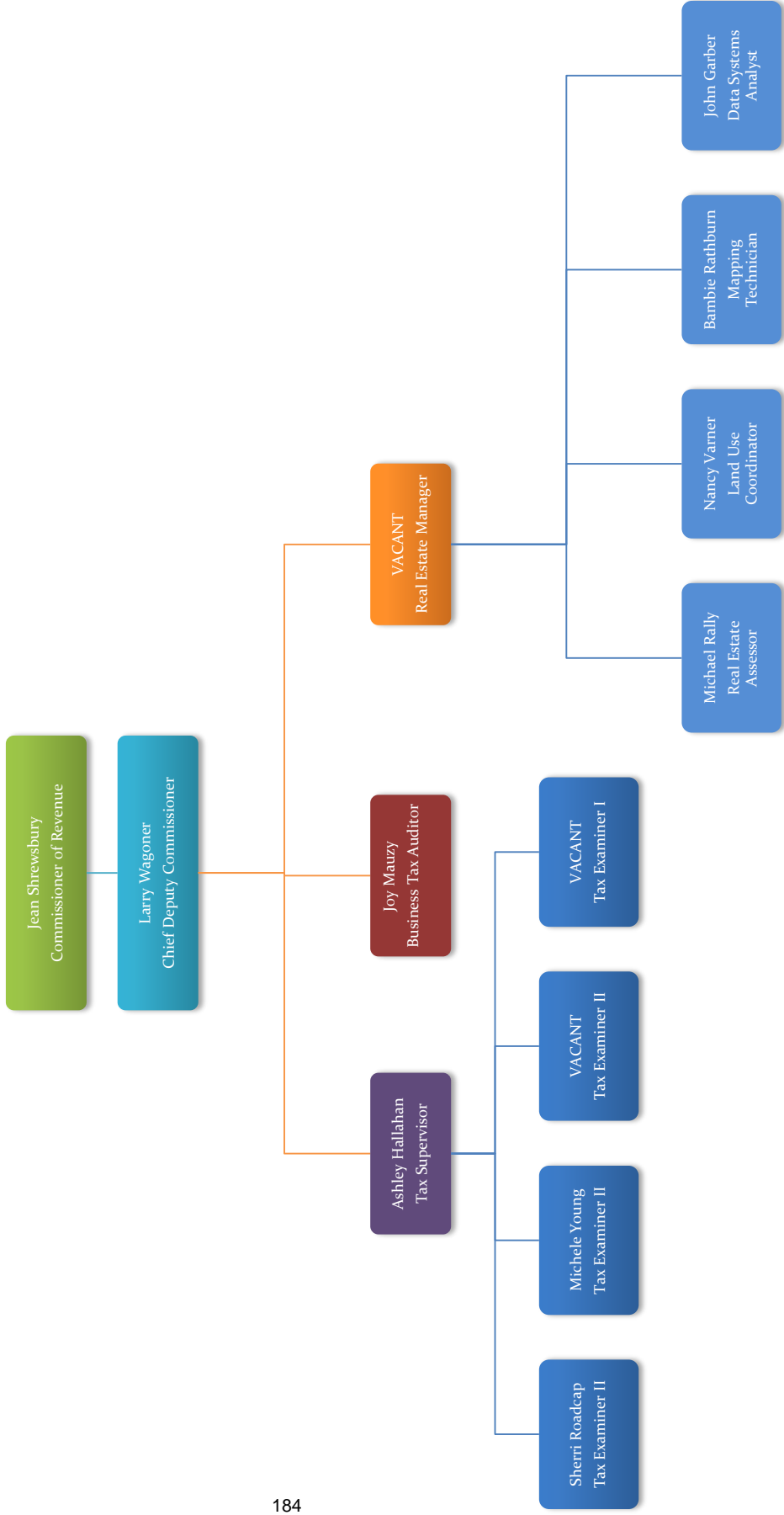
Personnel includes Pay and ReClass by HR
Cut all other personnel requests

12100 REASSESSMENT 12110 BOARD OF EQUALIZATION

BUDGET REQUEST

	Detail	Original	Revised	Request	Co. Admin.	Difference
		FY 21-22	FY 21-22	FY 22-23	FY 22-23	
Reassessment:						
<u>3320 - CONTRACTUAL SERVICES</u>						
RFP to be issued late FY22		\$ -	\$ -	\$ 529,185	\$ 529,185	\$ -
FY23 payments						
						Request to
FY24 payments						Recommendations
Contract Total						
FY23 is an estimate of new contract						
<u>3600 - ADVERTISING</u>						
		\$ -	\$ -	\$ -	\$ -	\$ -
<u>5201 - POSTAGE</u>						
For mailing of notices		\$ -	\$ -	\$ -	\$ -	\$ -
<u>5203 - TELEPHONE SERVICES</u>						
Landline and cell phone for reassessment office at government center		\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -
<u>6001 - OFFICE SUPPLIES</u>						
Supplies needed for mailing of notices to include printing by third party contractor		\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
Reassessment Department Total: \$ - \$ - \$ 535,185 \$ 535,185 \$						
BOE Total: \$ - \$ - \$ - \$ - \$						
Grand Total: \$ - \$ - \$ 535,185 \$ 535,185 \$						

Commissioner of Revenue Organizational Chart



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Treasurer

Mission:

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

- 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 and other charges and fees 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 Middle River Regional Jail Authority. Currently the Treasurer's office is responsible for the safety of all these funds. ACTO 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 office and revising all retiree banking information on an annual basis, currently 66 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. Consider adding a full time position for the creation of a collections department in the future.
- Keep pace with today’s technology 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. This includes the newest online sales for dog tags for 2021.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$506,471	\$503,311	\$532,568	\$549,186	9.1%
Operating	90,913	93,550	105,243	103,250	10.4%
Total	\$597,384	\$596,861	\$637,811	\$652,436	9.3%

*Increases in personnel are due to reclasses related to the pay and class study conducted by Human Resources. Operating increases are due to increased costs for software support and the addition of software to maintain compliance with state code.

Service and Performance Measures:

Item	FY2021 - 2022 Actual	FY2022 - 2023 Planned
Real Estate Tax Bills Mailed	79423	79875
Personal Property Tax Bills Mailed	68768	72386
Delinquent Notices Mailed	15698	15629
DMV Stops Issued	2681	681
Liens; (bank, wage, 3 rd party)	4165	3535
Dog Tags Issued	3961	4212

Accomplishments:

- Maintained office accreditation from Treasurer’s Association of Virginia.
- Maintained six enrolled in the certification program now. We like that we are able to invest in our employees and help them grow in their careers. Attended online TAV classes due to Covid19
- Added an online sales portal for new or renewed dogs tags

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**

	<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>
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>3500 - BOOKBINDING</u>							
no longer budgeted for							
COR carries full amount							
<u>3600 - ADVERTISING</u>							
Fall billing	\$ 72	\$ 72	\$ 300	\$ 300	\$ 300	\$ 300	-
Spring billing	\$ 100	\$ 100					
<i>Shared ad with Staunton City</i>	\$ 172	\$ 172					
<u>4100 - DATA PROCESSING</u>							
BAI Municipal:	\$ 14,012	\$ 16,000	\$ 15,000	\$ 25,825	\$ 26,000	\$ 26,000	-
Giact contract	\$ 10,000	\$ 10,000					
	\$ 24,012	\$ 26,000					state code req.
<u>5201 POSTAL SERVICES</u>							
BMS Printers	\$ 44,550	\$ 46,000	\$ 52,000	\$ 53,000	\$ 54,000	\$ 52,000	2,000
Office postage	\$ 7,600	\$ 8,500					general cut
	\$ 52,150	\$ 54,500					
<u>5203 TELEPHONE SERVICES</u>							
Carolina Digital	\$ 2,300	\$ 2,300	\$ 2,550	\$ 2,550	\$ 2,550	\$ 2,550	-
Switchboard	\$ 150	\$ 150					
Office lines	\$ 2,450	\$ 2,450					

**12130-TREASURER
BUDGET REQUEST**

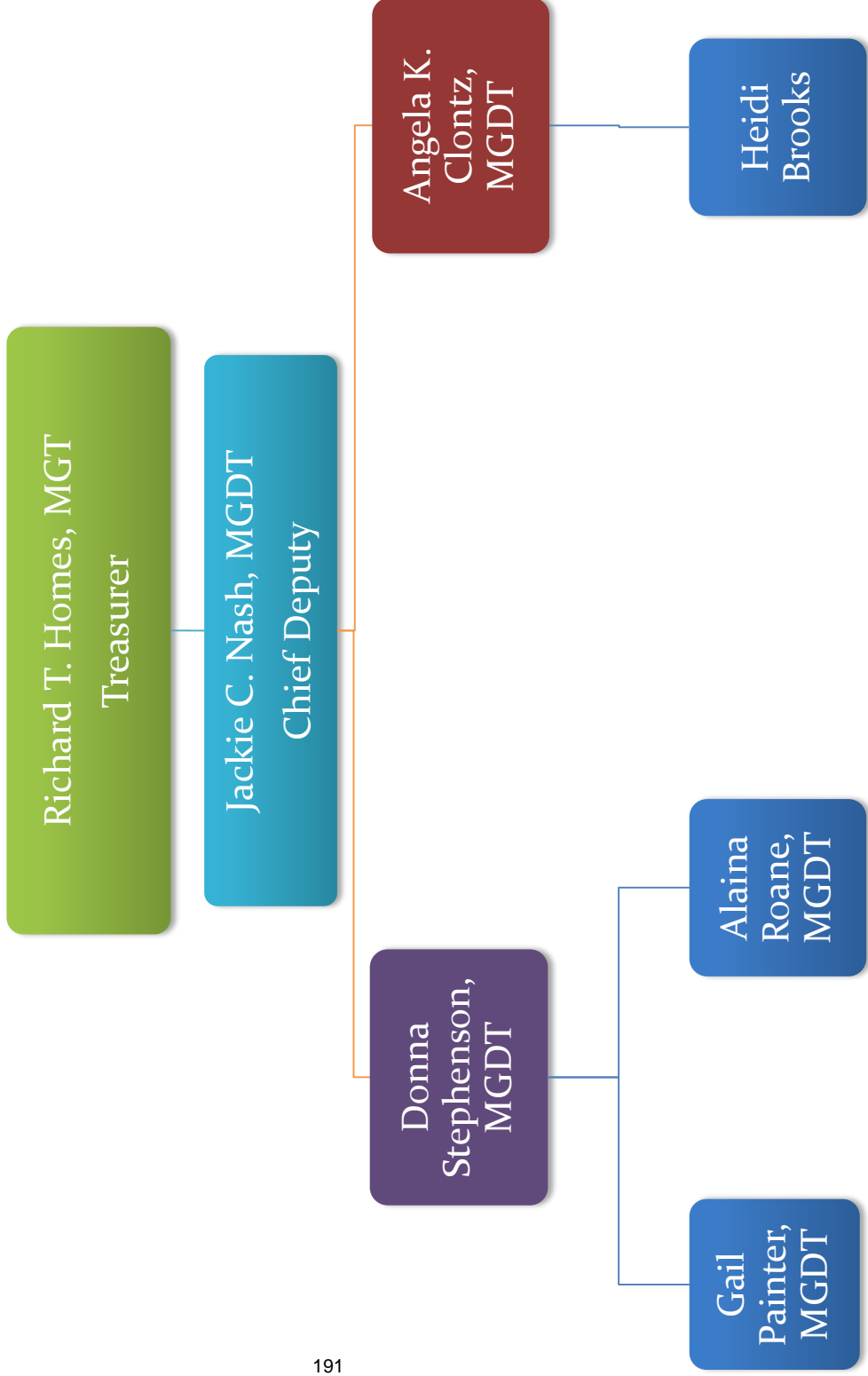
	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>5307 MONEY & SECURITIES INSURANCE</u>			\$ 2,200 \$	1,068 \$	1,200 \$	1,200 \$	-
VACORP - Virginia:	\$ 1,068 \$	1,200					
	\$ 1,068	\$1,200					
<u>5501 - TRAVEL EXPENSE</u>			\$ 2,500 \$	2,500 \$	3,000 \$	2,500 \$	500 general cut
Conference	\$ 600 \$	1,300					
Meetings	\$ 300 \$	500					
Classes	\$ 750 \$	800					
	\$ 1,650 \$	2,600					
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 1,500 \$	1,500 \$	1,600 \$	1,600 \$	-
BAI Users Group	\$ 600 \$	600					
TAV	\$ 625 \$	675					
Certification	\$ 175 \$	300					
	\$ 1,400 \$	1,575					
<u>6001 - OFFICE SUPPLIES</u>			\$ 12,500 \$	12,500 \$	13,000 \$	12,500 \$	500 general cut
Copier, Shred It	\$ 400 \$	600					
Office supplies, vendors, varidesk	\$ 3,000 \$	5,000					
BMS Printers	\$ 7,400 \$	8,000					
	\$ 10,800 \$	13,600					
<u>6018 - DOG TAGS</u>			\$ 1,000 \$	1,000 \$	1,000 \$	1,000 \$	-
BMS Printers							
annual kennel tags	\$ 500 \$	500					
renewable tags	\$ 500 \$	500					
	\$ 1,000 \$	1,000					

**12130-TREASURER
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>
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>6099 - DELQ TAX COLLECTION</u>			\$ 4,000	\$ 4,000	\$ 5,000	\$ 3,600	\$ 1,400
VEC annual usage fee	\$ 1,300	\$ 1,400					cut to detail
county atty; collections fees	\$ 272	\$ 1,500					
CLEAR collection tool	\$ 650	\$ 700					
	\$ 2,222	\$ 3,600					
<u>8002 - FURNITURE & FIXTURES</u>			\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000
varidesk	\$ -	\$ 1,000					varidesk to revised
Department Total:	\$ 93,550	\$ 105,243	\$ 108,650	\$ 103,250	\$ 5,400	\$ 5,400	
Payroll Total:	\$ 503,311	\$ 532,568	\$ 565,394	\$ 549,186	\$ 16,208	\$ 16,208	
Grand Total:	\$ 596,861	\$ 637,811	\$ 674,044	\$ 652,436	\$ 21,608	\$ 21,608	

Personnel includes Pay and ReClass by HR
Cut all other personnel requests

Treasurer Organizational Chart



Finance

Mission:

The mission of the Finance Department is to provide timely and accurate financial information using generally accepted accounting principles. The priority is to serve other County departments as well as the citizens 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 Annual Comprehensive Financial Report
- Internal financial statement preparation
- Assist County Administrator in development of County budget
- Procurement
- Assist Departments as needed 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, and Valley Career and Technical Center.

Strategic Goals and Objectives:

- Continue working towards procuring a new Enterprise Resource Planning (ERP) software. Currently drafting an RFP to be published soon.
- Assist with the completion of 5 year Operating and Capital financial plan
- Research new GASB Standards and implement as needed
- Work with Middle River Regional Jail to ensure a smooth transition from the County being fiscal agent to MRRJ handling their own finances.
- Review and update Procurement Manual
- Accurately process data to ensure departments have up to date and accurate information.
- Continually monitor internal controls to ensure proper separation of duties.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$376,589	\$376,926	\$400,425	\$399,818	6.1%
Operating	19,016	23,212	33,865	27,597	18.9%
Total	\$395,605	\$400,138	\$434,290	\$427,415	6.8%

*Change in personnel figures are due to the pay and class study conducted by Human Resources. Operating changes are due to increased software support costs and training cost associated with staff turnover.

Service and Performance Measures:

Item	FY2019-2020 Actual	FY2020-2021 Actual	FY2021-2022 Expected
Purchase Orders	544	513	530
Special Projects	20	20	20
Number of AP Transactions	15,525	14,792	15,000
Number of ACH Transactions	5,039	4,507	4,500
Number of Checks Printed	23,875	22,302	23,500
Journal Entries	345	338	342
Solicitations issued	18	14	16
Contract Administration	18	14	16
eVA Orders	0	1	1
GFOA Certificate (audit and budget)	2	2	2

***Special projects include: Third Party Revenue Recovery Collections, Stuarts Draft Pool Resurfacing, Government Center Public Counter and Board Room Renovations, South End Controls Upgrade, Deerfield Community Center Roof Replacement, Installation of Interior & Exterior Sliding Doors at Government Center Building, Professional Engineering & Architectural Services, MS4 Nutrient Credits, Solid Waste and Recyclables Collection and Hauling Services, Government Center Mowing Services, Tourism Digital Market on behalf of GART, Operable Panel Replacement, Augusta County Mowing Services- East and West, Department of Labor and Industry Interior Painting and Carpet Replacement, Doods Crossing Dam Removal, Bank Stabilization and Site Access Project, Financial and Compliance Audit, Operational Medical Director, VITA Grant Opportunity, VIEW/SNAPET Program Classroom Instructors.

Accomplishments:

- Successfully achieved the GFOA budget award for FY22 and audit award FY20.
- Finance Director achieved the Virginia Government Finance Officers Certificate in September 2021.
- Continued working towards issuing a RFP for new ERP financial software. This project will eventually upgrade software for all departments within the County currently utilizing the BAI AS 400 software that has been in place since 1987.

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.	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to Recommends
Accounting Clerk-1099 class-online	\$ 100	\$ -					
Virginia Assoc. of Govt Purchasing (VAGP)							
Forum or spring conference (1) day registration	\$ 299	\$ 300					
Meals and travel for VAGP Spring conference	\$ 627	\$ 650					
CPPB Certification-Senior Purchasing Assistant (App and Exam fees)	\$ -	\$ 555					
CPPB Exam Prep(7 week prep 2 hr 2 times a week)	\$ -	\$ 605					
Virginia Institute of Procurement							
VA contract Administration and risk management	\$ -	\$ 525					
NIGP Forum 2021 (only Virtual)	\$ 199	\$ 199					
Travel & meals for 2022 NIGP Forum	\$ -	\$ 627					
NIGP-Public procurement Bundle(virtual)	\$ -	\$ 920					
APSPM CE Course-Purchasing (TBD)	\$ 140	\$ -					
VCO class-Purchasing Assistant-September 2020 (Virtual) class	\$ -	\$ -					
VCO hotel and meals	\$ -	\$ -					
Misc. Conferences, classes, seminars, etc.	\$ -	\$ -					
Webinar on Capital Assets-online	\$ -	\$ -					
purchasing webinar on ERP	\$ 175	\$ 175					
↳Misc. travel expenses	\$ 200	\$ 200					
↳VT-classes(DOF & Accountant x 2)	\$ 3,736	\$ 6,946					
			1,120	1,400	1,400	1,400	-
5801 - DUES & SUBSCRIPTIONS							
BAI Accounting Users Group:	\$ 500	\$ 500					
VGFOA: (Lora,Misty, Ginny)	\$ 150	\$ 150					
VAGP:	\$ 35	\$ 35					
NIGP Membership	\$ 199	\$ 199					
Zoom Accounts x 2	\$ 480	\$ 480					
VCA/VCO Certification: Renew every 5 yrs	\$ -	\$ -					
	\$ 1,364	\$ 1,364					
			6,000	7,850	8,020	8,020	-
6001 - OFFICE SUPPLIES							
Copier charges:	\$ 3,700	\$ 3,700					
Fixed Asset Software \$330/yr	\$ 330	\$ 347					
Accounts Payable checks	\$ 723	\$ 700					
Shred-it contract	\$ 192	\$ 192					
Calendars	\$ 60	\$ 60					
Envelopes	\$ 412	\$ 412					
1099 forms	\$ 60	\$ 60					
Uniform guidance book Federal Awards 2020 edition	\$ -	\$ -					
check printer toner-new printer FY20, toner more	\$ 600	\$ 600					

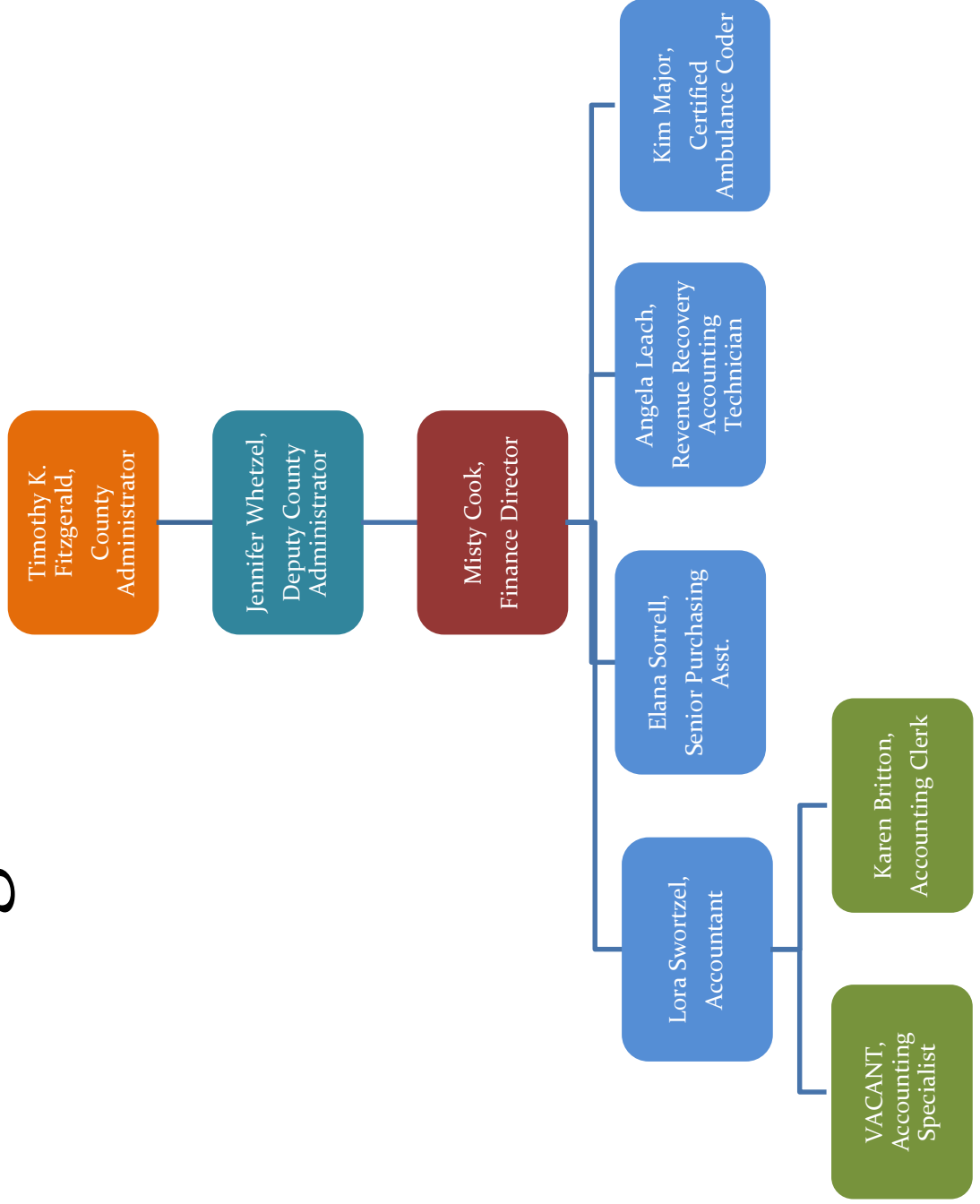
Sr. Purchasing Assistant-VCO certification requires 6 points every 5 years

**12150-FINANCE
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin.	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to
ink new printers	\$ -	\$ 196					
Toner	\$ 250	\$ 250					
Office Supplies	\$ 1,500	\$ 1,500					
	\$ 7,827	\$ 8,017					
			150	1,096	150	-	150
8002 - OFFICE EQUIPMENT							
misc items	\$ 150	\$ 150					
New printers x 2 (Lora & Misty)	\$ 710	-					
Misty new chair	\$ 300	-					
Elana stand up desk	\$ 86	-					
	\$ 1,096	\$ 150					general cut
			23,212	33,865	28,897	27,597	1,300
Department Total:	\$	\$	\$	\$	\$	\$	\$
Payroll Total:	\$	\$	\$	\$	\$	\$	\$
	\$ 376,926	\$ 400,425	\$ 400,425	\$ 387,154	\$ 399,818	\$ (12,664)	
Grand Total:	\$	\$	\$	\$	\$	\$	\$
	\$ 400,138	\$ 434,290	\$ 434,290	\$ 416,051	\$ 427,415	\$ (11,364)	

Personnel includes Pay and ReClass by HR

Finance Organizational Chart



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 1 part time employees. We have several major focus areas.

- In addition to the **GC, Sheriff's Department, Social Services, Extension office, MRRJ**, Support is provided to **22** facility locations throughout the county, e.g., Natural Chimney, Fire stations, ...
- 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- **59 Fire Rescue Toughbooks, 24 Station Pc's, 31 wireless access points, 21 routers, 26 Cradlepoint Cellular Router, 10 printers. 64 Sheriff's Office Toughbooks, 45 Wireless Devices, LPR, 40 Mobile Ticket Printers**
- Peripherals- Other **24 Wireless Access Points (number is for Meraki for County of Augusta (GC and CWA), does not include Social Services, MRRJ, or Library)**
- pertinent hardware that is supported by Augusta County IT- **50 Printers, 24 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
- Fire Rescue
- Administration
- Clerk of Court
- Juvenile Court
- General District Court
- Domestic Court
- Commonwealth Attorney's Office
- Emergency Operations Center
- Parks and Recreation
- Finance
- Animal Control

- Community Development
- Treasurer
- Commissioner-Real Estate
- Middle River Regional Jail
- Service Authority
- Stuarts Draft Treatment Plant
- Middle River Treatment Plane
- Fishersville Shop
- Fishersville Treatment Plant
- Maintenance
- Library- Fishersville/Churchville
- Registrar
- Social Services
- USDA

Strategic Goals and Objectives:

- 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
- Increase Map Types on GIS website
- 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
- Work on getting a in/out electronic board setup or see what Office 365
- Work on team building and communication for the department
- Identify the next set of switches to be replaced in 2020, install and configure them
- Complete in-progress Ambulance AVL project
- Complete in-progress migration of RAMOB to the new ACGCFR01 virtual server
- Identify the next set of switches to be replaced in 2020, install and configure them
- Implement a 10GB link to Service Authority and Social Services
- Determine if 10GB to MRRJ makes sense
- To continue to apply network changes so as to improve throughput and security
- Finish up the process documentation
- Automate the timesheet import for the new KRONOS system for the jail to the as400
- Automate the county vacation/sick time import into the as400
- Upgrade Servers-Continue working on Government Center Dept Head wish lists
- Complete NG911 GIS and CAD requirements for deployment (PSAP Boundaries, address points)
- Improve or re-do GIS websites
- GIS programming training (Java,Python) to enable enhanced searches and tools
- GIS Certificate(s)?
- Work with COR on improving the GIS regarding Real Estate and the CAMRA
- Phishing users
- Natural Chimneys using Netmotion so they no longer have to Sonicwall.
- NVR at CWA.
- Mobile Device Management

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$573,389	\$ 620,525	\$705,642	\$ 765,290	23.3%
Operating	239,829	286,279	294,937	320,064	11.8%
Total	\$813,218	\$906,804	\$ 1,000,580	\$1,085,354	19.7%

*Change in personnel figures are due to a pay and reclass by HR and the addition of an ERP Analyst for the ERP project which is fully funded from the financial software replacement capital budget. Changes in operating are due to increases in maintenance service contracts.

Service and Performance Measures:

Item	FY2021-2022
Equipment Supported	>1000
Users Supported	>350

Accomplishments:

- Upgraded ECC Switches
- Upgraded Laserfiche
- Explored 400 replacement
- Continued progressing with DRP
- Cross-Training
- Upgraded VEAM (Virtual Server Backup Software)
- Upgraded storage
- Increased Map Types on GIS website
- Migrated the FR RAMOB physical server to the virtual environment and rename it more accurately as Fire Rescue, dropping the defunct RAMOB reference.
- Migrated the Data Center Closet rack reorg and the replacement of 4510 switches
- Upgraded switches throughout the GC as needed
- Network changes so as to improve throughput and security
- County GIS compliant with requirements for NG-911
- Upgraded the NetMotion and 2FA servers to the latest versions
- Replaced Sheriff’s Department MDT’s with Windows 10
- PC upgrades to Windows 10
- Volume licensing and imaging deployment

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**

	Detail	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 21-22	FY 22-23	Recommendations	Request to
								Recommendations
3320 - MAINTENANCE SERVICE CONTRACTS				\$ 188,410	\$ 182,834	\$ 213,205	\$ 208,705	\$ 4,500
Cisco Smartnet-network equipment- Sycom	\$ 16,091	\$ 16,493						
UPS Sycom	\$ 4,141	\$ 4,244						
BAI Software	\$ 14,407	\$ 14,767						
IBM iSeries-400, warranty with purchase	\$ 1,624	\$ 1,665						
Brown, Caulkins & Company-check signer	\$ 1,663	\$ 1,704						
Unity Business-Laseffiche-Mcci	\$ 9,449	\$ 9,685						
Antivirus- SHI Board approved	\$ 20,104	\$ 20,607						
FormsPrint-Check Laser Software-Integrated custom	\$ 1,486	\$ 1,523						
DBU-COR office-Prodota	\$ 540	\$ 554						
Entrust-webmail.co.augusta.va.us	\$ 309	\$ 317						
.Gov-Augusta.gov Domain	\$ 927	\$ 950						
WS-FTP	\$ 70	\$ 72						
Network Monitoring software	\$ 3,300	\$ 3,383						
Barracuda Archiver (New)	\$ 4,887	\$ 5,009						
InfoPrint Maintenance	\$ 197	\$ 202						
Barracuda Spam-Sycom	\$ 1,661	\$ 1,703						
Barracuda Spyware 610	\$ 5,351	\$ 5,485						
Barracuda Archiver	\$ 8,572	\$ 8,786						
Verisign-tax.co.augusta.va.us	\$ 485	\$ 497						
VPN for DMV	\$ 1,124	\$ 1,152						
IBM 6500 Maintenance-* paid until 2016	\$ 3,309	\$ 3,392						
Barracuda Backup	\$ 10,710	\$ 10,978						
Kbox	\$ 1,221	\$ 1,252						
Website	\$ 13,865	\$ 14,212						
Sonic Wall-Remote Access *paid until March 17	\$ 1,209	\$ 1,240						
Archive Social-archvie social media	\$ 4,788	\$ 4,908						
2FA	\$ 252	\$ 258						
2FA server-	\$ 1,388	\$ 1,423						
Spool Flex, Message Flex - AS 400	\$ 1,280	\$ 1,312						
Kiwi- logs activity on switches- Solarwinds	\$ 112	\$ 115						
VMRL- Network Simulation	\$ 209	\$ 214						
Anyconnect	\$ 2,548	\$ 2,611						
Netmotion for NA-SHI	\$ 485	\$ 497						
AD Management	\$ 2,138	\$ 2,191						
Know B4	\$ 5,507	\$ 5,645						
Site Improve	\$ 5,960	\$ 6,109						
VM renewal	\$ 5,474	\$ 5,611						
Teamviewer CARES	\$ 2,352	\$ 2,411						
Teamviewer for Melane	\$ 600	\$ 615						
								removed budgeted increase

**12200-INFORMATION TECHNOLOGY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommendations	Request to Recommend
Entrust 650 archiver	\$ 203	\$ 208					
Entrust Sonic Wall	\$ 203	\$ 208					
Printer Connections	\$ 2,979	\$ 3,053					
Entrust Cisco VPN-CARES	\$ 198	\$ 203					
DUO-Sycom; \$11,812 CARES	\$ 8,910	\$ 9,133					
Meraki: budget 6000 for 2025							
Albert <i>Board approved</i>	\$	\$ 13,800					
AS 400 Antivirus	\$ 2,385	\$ 2,445					
<i>ixia for albert : Board approved</i>	\$ 261	\$ 268					
<i>Veam</i>	\$ 7,900	\$ 8,098					
Cell Phone MDM	\$	\$ 12,000					
Kbox additions							
Nessus							
Fort manager							
	\$ 182,834	\$ 213,205					
3321 - MAINTENANCE SERVICE - GIS			\$ 17,800	\$ 18,593	\$ 18,593	\$ 18,593	\$ -
ESRI Software Maintenance	\$ 18,393	\$ 18,393					
GIS Certificate	\$ 200	\$ 200					
	\$ 18,593	\$ 18,593					
202							
3322 - CONTRACT SERVICES			\$ 25,700	\$ 31,320	\$ 32,103	\$ 32,103	\$ (0)
Sycom	\$ 5,000	\$ 5,125					
BMS Printing							
RE Tax Bills (October & June)	\$ 7,305	\$ 7,487					
PP Tax Bills (October)	\$ 5,527	\$ 5,666					
Supplementals (November & July)	\$ 845	\$ 866					
Delinquencies PP/RE (March)	\$ 2,809	\$ 2,880					
PP Tax Bills (March)	\$ 9,833	\$ 10,079					
	\$ 31,320	\$ 32,103					
*offset in part by revenue from ACSA (\$7976) and Headwaters (\$750) support contracts, see recovered costs							
3323 - CONTRACT SERVICES - GIS			\$ -	\$ -	\$ 1,000	\$ 500	\$ 500 general cut
	\$	\$ 1,000					
5201 - POSTAL SERVICES			\$ 200	\$ 100	\$ 200	\$ 200	\$ -
Regular mailings for IT staff	\$ 100	\$ 200					
5203 - TELEPHONE SERVICES			\$ 36,689	\$ 33,985	\$ 39,678	\$ 39,678	\$ 0

**12200-INFORMATION TECHNOLOGY
BUDGET REQUEST**

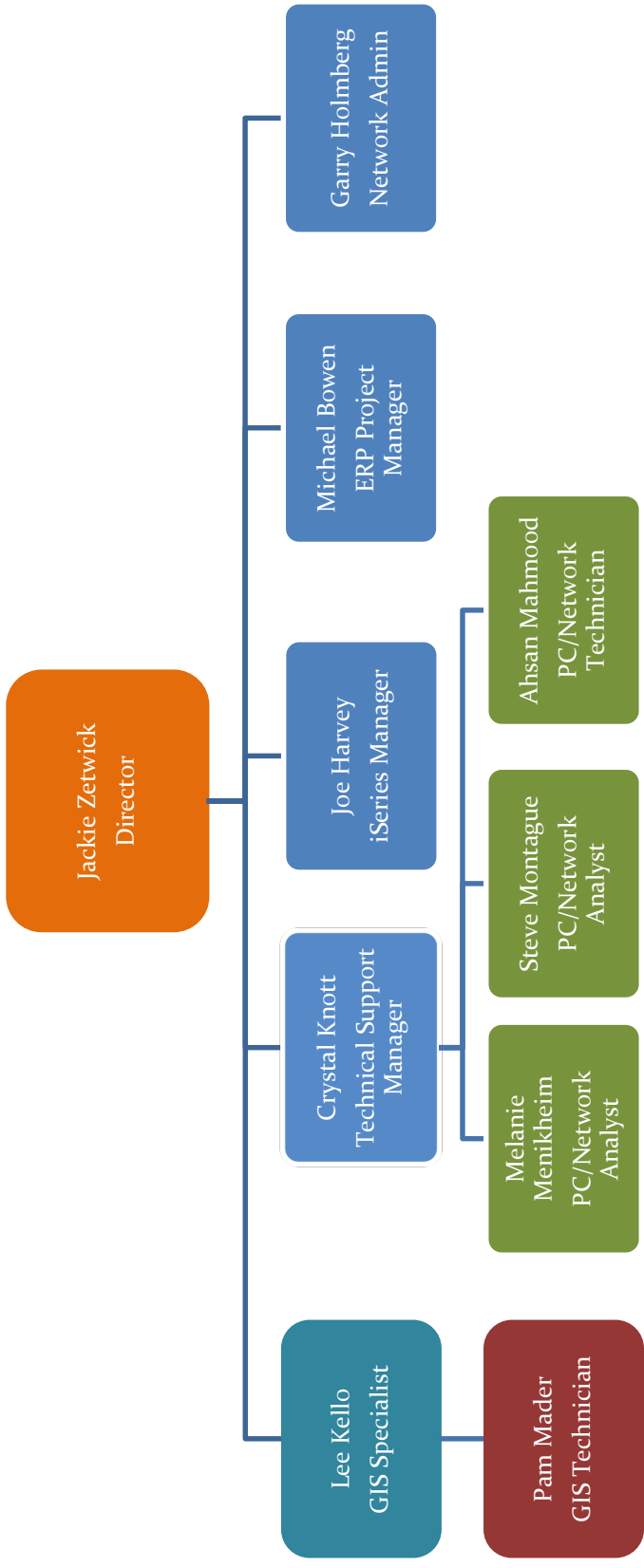
	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to
							Recommends
Lumos:							
Comcast:	\$ 31,018	\$ 36,531					
Carolina Digital	\$ 1,722	\$ 1,808					
Verizon:	\$ 256	\$ 276					
Switchboard:	\$ 243	\$ 261					
Verizon Wireless:	\$ 745	\$ 802					
	\$ 33,985	\$ 39,678					
			\$ 600	\$ 7,330	\$ 9,055	\$ 9,055	\$ 0
<u>5305 - INSURANCE</u>							
1Vehicle	\$ 556	\$ 600					
Cyber Security	\$ 5,086	\$ 5,086					
Hardware/Software	\$ 1,689	\$ 3,369					
	\$ 7,330	\$ 9,055					
			\$ 4,000	\$ 4,065	\$ 4,000	\$ 3,500	\$ 500
							general cut
<u>5501 - TRAVEL & TRAINING EXPENSES</u>							
Virtual Classes							
Steve	\$ 2,065	\$ 2,000					
Crystal	\$ 2,000	\$ -					
Melanie	\$ 2,000	\$ 2,000					
Alfagan	\$ 4,065	\$ 4,000					
O3							
	\$ 600	\$ 600	\$ 1,000	\$ 600	\$ 600	\$ 600	\$ -
	\$ 600	\$ 600					
<u>5502 - TRAVEL & TRAINING - GIS</u>							
Lee-Federal Conference							
			\$ 780	\$ 930	\$ 1,430	\$ 1,430	\$ -
<u>5801 - DUES & SUBSCRIPTIONS</u>							
SVTC:	\$ 250	\$ 250					
VALGITE:	\$ 200	\$ 200					
Fortiguard IOC	\$ 500	\$ 500					
Zoom	\$ 480	\$ 480					
	\$ 930	\$ 1,430					
			\$ 5,800	\$ 4,600	\$ 4,600	\$ 4,200	\$ 400
							general cut
<u>6001 - OFFICE SUPPLIES</u>							
Amazon	\$ 1,000	\$ 1,000					
SHI	\$ 1,000	\$ 1,000					
Misc:	\$ 2,600	\$ 2,600					
	\$ 4,600	\$ 4,600					
			\$ 800	\$ 700	\$ 700	\$ 600	\$ 100
							general cut
<u>6002 - OFFICE SUPPLIES - GIS</u>							
Paper for Plotter	\$ 500	\$ 500					
Supplies for Plotter	\$ 200	\$ 200					
	\$ 700	\$ 700					
			\$ 500	\$ 400	\$ 400	\$ 400	\$ -
<u>6008 - MOTOR VEHICLE FUEL</u>							

**12200-INFORMATION TECHNOLOGY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
6009 - MOTOR VEHICLE MAINT & SUPPLIES							
General maintenance and repair- * tires	\$ 400	\$ 400	\$ 500	\$ 500	\$ 500	\$ 500	-
8002-OFFICE FURNITURE							
Steve Desk	\$ 1,250	\$ 1,250	\$ -	\$ 1,250	\$ 1,250	\$ -	1,250 desk to revised
8003 - COMPUTER HARDWARE							
Monitor for Melanie	\$ 165	\$ -	\$ 2,000	\$ 1,415	\$ -	\$ -	-
Surface	\$ 1,250	\$ -					
8004 - COMPUTER SOFTWARE							
FTP Software	\$ 1,956	\$ -	\$ 1,500	\$ 6,316	\$ 16,660	\$ -	16,660 moved manage engine to revised
Nessus-remote scanning tool, runs 1200 checks per computer	\$ -	\$ 3,400					16,660 moved kbox additions to revised
Kbox additions-pushes software updates, need additional	\$ -	\$ 2,360					general cut
File manager	\$ -	\$ 1,400					
Manage engine webmail-allows password changes in the field/allows duo to webmail	\$ -	\$ 2,000					
PGRT Network Monitoring and 5 years of maint.-sensors notifies of issues	\$ -	\$ 7,500					
	\$ 1,956	\$ 16,660					
Department Total:	\$ 286,279	\$ 294,937	\$ 343,974	\$ 320,064	\$ 23,910	\$ 11.8%	
Payroll Total:	\$ 620,525	\$ 705,642	\$ 738,063	\$ 765,290	\$ (27,227)	\$ 23.3%	
Grand Total:	\$ 906,804	\$ 1,000,580	\$ 1,082,037	\$ 1,085,354	\$ (3,317)	\$ 19.7%	

Personnel includes Pay and ReClass by HR
cut all other personnel requests

Information Technology Organizational Chart



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 2022 November General Election and potentially a June 2023 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
- Continue No Excuse voting for all Election
- Coordinate and implement Redistricting
- Maintain the “Managed Security Service” or MMS (Compliance standards - Security awareness, incident response, risk assessment, password management, contingency planning, system integrity)
- Replacement of Virginia Election ad Registration System (VERIS) – assist ELECT

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$172,106	\$175,632	\$237,310	\$218,657	24.5%
Operating	168,451	182,919	320,021	232,006	26.8%
Total	\$340,557	\$358,551	\$557,331	\$450,663	25.7%

***Personnel increases are due to an increase in salaries from the General Assembly and a pay and reclass by HR. Operating increases are related to unfunded mandates set forth by the state related to no excuse voting and the addition of two voter precinct related to redistricting. Operating increases in FY22 revised are due to Redistricting.

Service and Performance Measures:

Item	FY2021-2022 Planned	FY2021-2022 Actual	FY2022-FY2023 Estimated
Registered Voters	54,000	53,901 (as of 1/24/22)	55,000
Elections Held	2	2	2
Polling Places	26	26	29
Officers of Election	241	185	271

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
- Held Voter Outreach Events
- Trained office personnel as well as Officer of Elections on the new Optical Scan and Pollpad equipment
- Attended Regional Director of Election meetings/trainings
- Successful no excuse voting for the November Election – 16,000 in person voters
- AS OF 12/31/21 processed 7,334 Virginia Voter Registration Applications; deleted 103 felons, 882 deceased, 11 mentally incapacitated voters, and transferred out 1966. Submitted 54 notices to other states of their voters moving and registering in Virginia.

Contact Information:

Constance I. Evans, Director of Elections
Robin L. Moyer, Chief Deputy Director of Elections

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
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to
	\$	\$	\$	\$	\$	\$	Recommends
<u>3121-AUDITING-RISK LIMITED AUDIT</u>							
	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>3200 - COMP. OF ELECTION OFFICIALS</u>							
Officers of Election	\$ 25,050	\$ 40,660	\$ 35,000	\$ 51,228	\$ 76,815	\$ 70,815	\$ 6,000
Officer & Alternate training	\$ 3,380	\$ 5,380		to actual			general cut
Officers EPB training	\$ -	\$ 5,380					
Chief Officers	\$ 390	\$ 435					
Assistant Chief Officers	\$ 260	\$ 290					
Officers picking up material	\$ 375	\$ 435					
Officers returning material	\$ 360	\$ 435					
In Person No Excuse Voting	\$ 20,954	\$ 23,800					
	\$ 50,769	\$ 76,815					
<u>3201 - CUSTODIAN & MECH - VOTING MACHINES</u>							
American of Virginia, Inc.	\$ 7,830	\$ 10,500	\$ 10,478	\$ 10,478	\$ 13,485	\$ 10,850	\$ 2,635
Sealing voting machines	\$ 435	\$ 435					general cut
Handing out equipment	\$ 290	\$ 290					
Election Day & receiving equipment	\$ 1,482	\$ 1,660					
Picking up signs	\$ -	\$ -					
Moving equipment to Smith West -Friday	\$ 208	\$ 260					
Election Night Extra Help (\$11x4x5)	\$ 309	\$ 340					
	\$ 10,554	\$ 13,485					
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>							
Election Manager & tabulation yearly subscription	\$ 16,866	\$ 25,134	\$ 35,476	\$ 35,476	\$ 48,744	\$ 35,476	\$ 13,268
Firmware - OVO: 31@\$90, OVI: 27 @ \$60	\$ 4,410	\$ 4,410					general cut
Extended Warranty - OVO: 31@\$225, OVI: 27 @ \$175	\$ 11,700	\$ 11,700					
Knowlink - Poll Pads	\$ 7,500	\$ 7,500					
	\$ 40,476	\$ 48,744					
<u>3600 - ADVERTISING</u>							
Newspaper Display Ad of Election	\$ 573	\$ 750	\$ 750	\$ 573	\$ 750	\$ 750	\$ -
Deadlines - Required by VA Code §24.2-415	\$ -	\$ -					
News Virginian Ad	\$ 573	\$ 750					

**13010-REGISTRAR
BUDGET REQUEST**

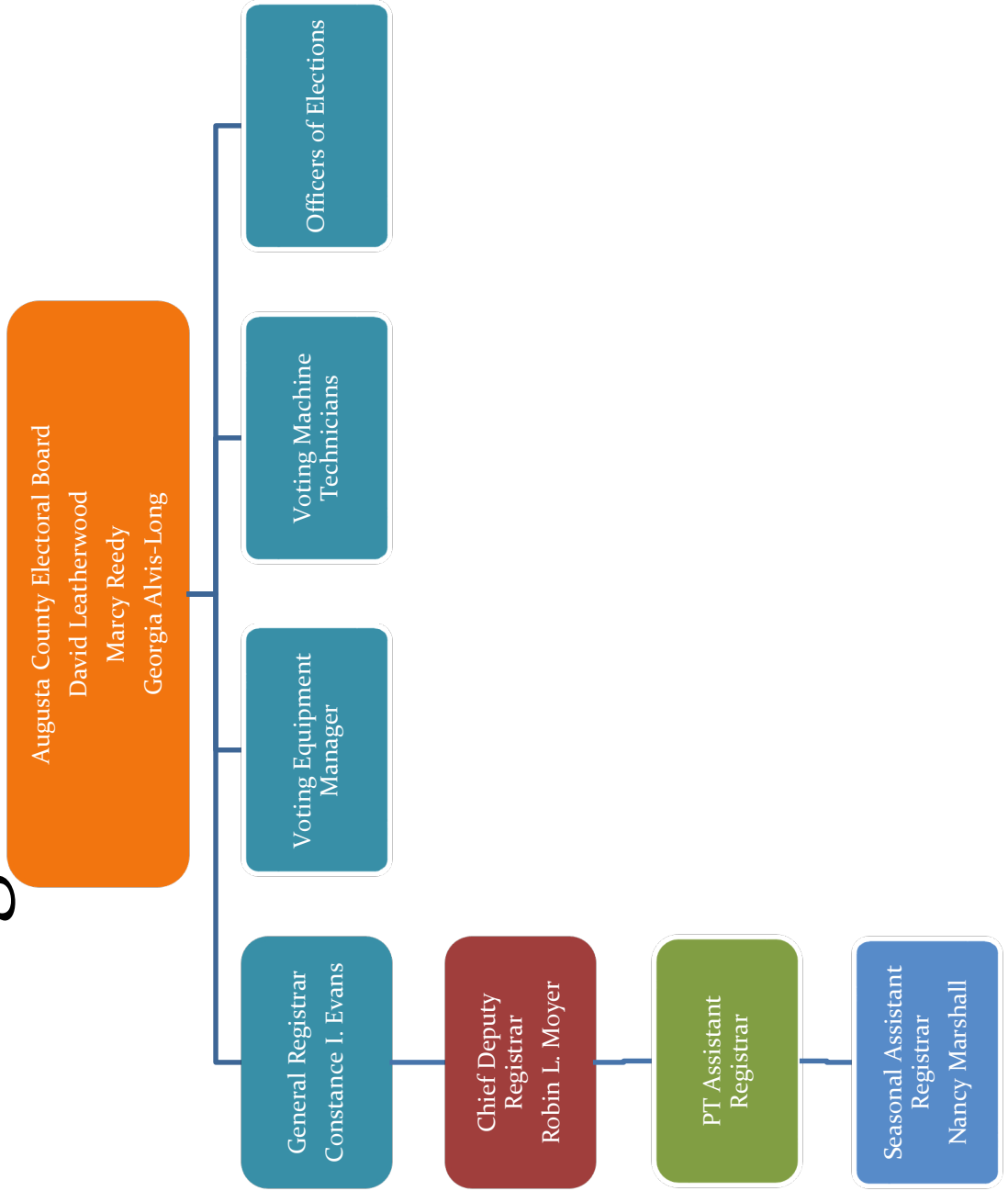
	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
<u>3900 - PRIMARY ELECTIONS</u>			\$ 45,000	\$ 45,000	\$ 75,499	\$ 65,000	\$ 10,499
Presidential Primary							
Officers of Election/Chief and Assistant	\$ -	\$ -					
Officer of Election training	\$ -	\$ -					
Election supplies/expenses	\$ -	\$ -					
June Primary							
Officers of Election/Chief and Assistant	\$ 43,987	\$ 44,810					
Officer of Election training	\$ 1,300	\$ 1,300					
Election supplies/expenses	\$ 21,537	\$ 29,389					
	\$ 66,824	\$ 75,499					
							potential for June 21, 2022 & June 20, 2023 primary
							general cut
<u>3901 - TOWN ELECTIONS</u>			\$ -	\$ -	\$ -	\$ -	\$ -
Advertising the Craigsville Town Election							
Required by VA Code §24.2-415	\$ -	\$ -					
County Bills Town for Expense	\$ -	\$ -					
	\$ -	\$ -					
<u>3902 - REDISTRICTING</u>			\$ -	\$ 120,837	\$ -	\$ -	\$ -
<u>5201 - POSTAL SERVICES</u>			\$ 8,000	\$ 8,000	\$ 9,000	\$ 8,000	\$ 1,000
Proposed amount based on an average of	\$ 8,000	\$ 9,000					
prior year expenditures	\$ -	\$ -					
Voting precinct move (201/801) Cost \$2530	\$ 8,000	\$ 9,000					
	\$ -	\$ -					
<u>5203 - TELEPHONE SERVICES</u>			\$ 1,000	\$ 984	\$ 1,000	\$ 1,000	\$ -
Proposed amount based on an average of	\$ 984	\$ 1,000					
prior year expenditures for office lines	\$ -	\$ -					
<u>5300 - INSURANCE - VOTING MACHINES</u>			\$ 285	\$ 280	\$ 285	\$ 285	\$ -
Annual payment for insurance coverage on	\$ 280	\$ 285					
voting machines	\$ -	\$ -					
<u>5402 RENT OF VOTING PRECINCTS</u>			\$ 1,400	\$ 1,400	\$ 1,600	\$ 1,600	\$ -
14 Precincts at \$100/each	\$ 1,400	\$ 1,600					
							2 new precincts

**13010-REGISTRAR
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
5501 - TRAVEL EXPENSES							
SBE Annual Training (Required 24.2-106 & 114)	\$ 2,521		\$ 7,000	\$ 6,735	\$ 10,240	\$ 8,000	\$ 2,240 general cut
VEBA Annual Meeting	\$ 2,834						
VRAV Annual Meeting	\$ 1,080						
VREO Training	\$ 600						
Mileage Reimbursement - Electoral Board	\$ 2,340						
Mileage Reimbursement - Chief	\$ 644						
Mileage Reimbursement for Custodians	\$ 906						
	\$ 6,724						
5801 - DUES & SUBSCRIPTIONS							
VA Electoral Board Association	\$ 180		\$ 430	\$ 430	\$ 430	\$ 430	\$ -
VA Registrars Association of VA Due By 6/25	\$ 250						
	\$ 430						
6001 - OFFICE SUPPLIES							
Proposed amount based on an average of prior year expenditures	\$ 5,000		\$ 5,000	\$ 6,000	\$ 6,000	\$ 5,000	\$ 1,000 general cut
card envelopes	\$ 5,000						
6007 - REPAIRS & MAINTENANCE - VOTING MACHINES							
	\$ 500		\$ 500	\$ -	\$ 1,200	\$ 600	\$ 600 general cut
6028 - BALLOTS & VOTING MACHINE SUPPLIES							
Voting machine/L&A Testing/Poll Pad Supplies	\$ 21,000		\$ 21,000	\$ 21,000	\$ 28,200	\$ 24,200	\$ 4,000 general cut
Election supplies	\$ -						\$ 2 new precincts
	\$ 21,000						
8002 - FURNITURE & EQUIPMENT							
laptop	\$ 3,000		\$ 11,600	\$ 11,600	\$ 900	\$ -	\$ 900 cut position
provide and install 3 cat 6 cables(new position)	\$ 8,600						
Thumbdrives OVO and OVI	\$ 11,600						
	\$ 3,000						
	\$ 8,600						
	\$ 11,600						
Department Total:	\$ 182,919		\$ 320,021	\$ 274,148	\$ 232,006	\$ 42,142	
Payroll Total:	\$ 175,632		\$ 237,310	\$ 264,557	\$ 218,657	\$ 45,900	
Grand Total:	\$ 358,551		\$ 557,331	\$ 538,705	\$ 450,663	\$ 88,042	

Personnel includes Pay and Reclass by HR
cut all other personnel requests

Registrar Organizational Chart



Augusta County

Fiscal Year 2022-2023

Departmental Budgets by Function

Judicial Administration

Department	FY2020- 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Circuit Court	\$177,539	\$177,773	\$191,381	\$192,965	9%
General District Court	6,594	6,500	6,500	6,500	0%
Magistrate	2,905	4,446	4,511	4,457	0%
Clerk of the Circuit Court	1,056,258	1,080,393	1,122,115	1,181,482	9%
Commonwealth Attorney	1,456,133	1,561,912	1,815,723	1,815,996	16%
Total Judicial Administration	\$2,699,429	\$2,831,024	\$3,140,230	\$3,201,400	13%



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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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$166,929	\$166,923	\$180,531	\$182,115	9.1%
Operating	10,610	10,850	10,850	10,850	0%
Total	\$177,539	\$177,773	\$191,381	\$192,965	8.5%

**21010-CIRCUIT COURT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommends	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>3200 - COMPENSATION - JURORS & WITNESSES</u>			\$ 3,150	\$ 3,150	\$ 7,000	\$ 3,150	\$ 3,850
Per diem for jurors and witnesses							general cut
<u>3201 - COMPENSATION OF JURY COMMISSIONERS</u>			\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ -
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							
<u>5203 - TELEPHONE SERVICES</u>			\$ 900	\$ 900	\$ 900	\$ 900	\$ -
Land lines, long distance, switchboard							
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400	\$ -
VA Lawyers, Lexis Nexis, West Addition of juror management system							
<u>6001 - OFFICE SUPPLIES</u>			\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ -
General office supplies, including copier charges							
<u>8002-FURNITURE & EQUIPMENT</u>			\$ -	\$ -	\$ -	\$ -	\$ -
Department Total:			\$ 10,850	\$ 10,850	\$ 14,700	\$ 10,850	\$ 3,850
Payroll Total:			\$ 166,923	\$ 180,531	\$ 189,519	\$ 182,115	\$ 7,404
Grand Total:			\$ 177,773	\$ 191,381	\$ 204,219	\$ 192,965	\$ 11,254

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). The General District Courts also have the authority to hear and issue protective orders involving non-family or household members. These hearings are also considered “civil”.

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:

- Provide supplemental pay for all employees
- 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$6,594	\$6,500	\$6,500	\$6,500	0%

Service and Performance Measures:

Item	2021 Actual	2022 Estimated
Civil Cases	n/a	n/a
Criminal Cases	n/a	n/a
Traffic Cases	n/a	n/a

Accomplishments:

- Continued enhancements on E-summons with Augusta County Sheriff's Office
- Implementing the GCMS and FAS programs for data entry and fine collections
- 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 78.9% staff (currently authorized to have 6 employees-according to staffing study, we should have 7.6)

Contact Information:

VACANT Clerk of General District 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:

**21020-GENERAL DISTRICT COURT
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>
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>1100 - SALARY & WAGE SUPPLEMENT</u>							
3% Salary Supplement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -					
<u>5203 - TELEPHONE SERVICES</u>							
Cost of office lines, fax	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
<u>5501 - TRAVEL EXPENSES</u>							
Conference travel	\$ 500	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
<u>5801 - DUES & SUBSCRIPTIONS</u>							
Dues for Judge	\$ 500	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
<u>6001 - OFFICE SUPPLIES</u>							
Office supplies not covered by Supreme Court, shredding services	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
<u>8002 - FURNITURE & EQUIPMENT</u>							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total:	\$ -	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -
Payroll Total:			n/a	n/a	n/a	n/a	n/a
Grand Total:	\$ -	\$ -	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -

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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 Dennis Kier, 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 comprised of the following Cityies/Countries: 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$2,905	\$4,446	\$4,957	\$4,457	0.2%

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@vacourts.gov

**21030-MAGISTRATE
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
5201 - POSTAGE			\$ 56 \$	62 \$	62 \$	62 \$	-
Post office box in Verona.							
Annual cost of PO Box #75 increased to \$62/per year.							
5203 - TELEPHONE SERVICES			\$ 2,000 \$	2,000 \$	2,000 \$	2,000 \$	-
Phone and fax lines.							
Includes lines for video conferencing.							
5501 - TRAVEL & TRAINING			\$ 200 \$	200 \$	200 \$	200 \$	-
Continuing education expenses for magistrates.							
5604 - PRO-RATA SHARE - CHIEF MAGISTRATE			\$ 120 \$	120 \$	125 \$	125 \$	-
Augusta County's portion of funding the operation of Chief Magistrate's office.							
\$125 requested per locality for FY2022-2023.							
5801 - DUES & SUBSCRIPTIONS			\$ 150 \$				
6 memberships in the VA Magistrates' Association.							
			\$ 800 \$				
2 copies of Bacigal's VA Criminal Offenses and Defenses, 2022-2023 Edition. (Price expected to increase to \$400/copy).							
			\$ 20 \$				
2 mini code books (\$25 each/for two office locations)							
			\$ 970 \$				
6001 - OFFICE SUPPLIES			\$ 500 \$	500 \$	600 \$	600 \$	-
Non-consumables such as light bulbs, mouse pads, phone cords, paper products, hand sanitizer, etc. State funds cannot be used for such items. (\$25 per month annually for two offices = \$600)							
8002 - FURNITURE & EQUIPMENT			\$ 700 \$	759 \$	1,000 \$	500 \$	500
Cost to replace fax, lamp(s), etc. as necessary.							
1 new desk chair, space heater, scanner/fax/copy combo, ect.							
			\$ - \$				general cut
			\$ - \$				
			\$ - \$				
Department Total:			\$ 4,446 \$	4,511 \$	4,957 \$	4,457 \$	500
Payroll Total:			n/a	n/a	n/a	n/a	n/a
Grand Total:			\$ 4,446 \$	4,511 \$	4,957 \$	4,457 \$	500

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.

The Circuit Court Clerk's duties also include serving as County Clerk, Deed Recorder, Probate Officer, and steward of the county's historic records. The Augusta County Circuit Court Clerks' Office currently has six divisions and a staff that includes the Clerk, one Accountant (Chief Deputy Clerk), one Bookkeeper (Deputy Clerk), two Land Recorders (Deputy Clerks), two Probate Division staff (Deputy Clerks), two Court Division staff (Senior Deputy and Deputy Clerks), two Civil Division staff (Senior Deputy and Deputy Clerks), two Criminal Division staff (Deputy Clerks), and Information Desk staff (Deputy Clerk), all of whom are full-time. We also employ two part-time staff, a Records Assistant, and Historic Records Assistant.

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 documents
- Processing and Issuing concealed weapon permits
- 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, and financing statements, 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 20 – June 21) was 2,903. In addition to initial filings there were civil/criminal cases which were concluded during the fiscal year (July 20 – June 21) totaling 2,467.**
- 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, 2021, the office receipted \$7,801.030.36. Revenues and excess fees collected for Augusta County were \$1,521,278.37.**

Strategic Goals and Objectives:

- Serve as the citizen's representatives in the Virginia Judiciary.
- Offer superior customer service to all our citizens.
- Continue the Clerk of Circuit Court Advisory Committee to better receive input from citizens.
- Continue to be on the "cutting edge" of technology in delivering our services to the public.
- Purchase a plastic card printer and Implement plastic card concealed handgun permits to be issued.
- Continue to review the costs and workload requirements to become a Passport Acceptance Facility.
- 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 and continue quarterly Clerk's Staff Meetings.
- Be diligent in sending all staff to Supreme Court sponsored training and webinars.
- Continue to update Circuit Court Clerk web page as a part of the Augusta County website.
- Clerk will continue to complete Compensation Board training and Supreme Court training and continue to be an active member of Virginia Court Clerk's Association (VCCA).
- Enroll with the Virginia Court Clerk's Association 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 \$644,739 in grant funds with an additional \$48,632 that was requested in FY22/23)**
- Continue to inventory, conserve and digitize historic records for restoration, and continue to work with partner organization on how to better display and make available Augusta County's historically significant documents and artifacts.
- Maintain and raise private sector funds for the newly created the Augusta County Court House Historic Records Fund.
- Begin the process of in house scanning old Civil and Criminal files for better access for staff and the public to these records.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$953,353	\$950,675	\$992,397	\$1,014,730	6.7%
Operating	102,905	129,718	\$129,718	\$166,752	28.5%
Total	\$1,056,258	\$1,080,393	\$1,122,115	\$1,181,482	9.4%

*Changes in operating are due to the addition of a state grant to restore records. Changes in personnel are due to a pay and reclass by HR.

Service and Performance Measures:

Item	FY2020-2021 (Actual)	FY2021-2022 (Planned)
Criminal Cases Commenced*	2,226	2,250
Civil Cases Commenced*	667	670
Wills/Estates Initiated*	664	670
Judgments	2,787	2,800
Deeds Recorded	14,481	14,500
Oversize Plats	274	280
Financing Statements	262	270
Marriage Licenses	293	300
Notaries Qualified	188	190
Game Licenses	23	25
Concealed Handgun Permits	3,041	2,950
Passports	N/A	N/A
Restitution checks written**	1,023	1,100
Juries Impaneled	1	62

*Criminal cases with dispositions – 1,896; Civil cases with dispositions 571; Wills do not include inventory/settlement filings.

**Total amount of Restitution paid out to victims was \$174,108.69 (as of 12/31/21), and the amount owed to victims is \$3,863,865.30 (as of 12/31/21), which is monitored by our Clerk's Office.

Accomplishments:

- Restoration of historical records through grants from the LVA and other funding totaling over \$644,739.
- Restoration of chancery records for the period 1802 through 1902 through LVA grants and federal funds. The 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 Commonwealth 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 digitized 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.
- Former 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 (VCCA).

- Now accept credit card and debit card payments for all Clerk’s Office transactions, purchased new credit card machine in 2021, and old and new have been updated to operate via the internet.
- Enrolled selected deputy clerks with the VCCA and encouraged selected deputy clerks to take the necessary courses to be designated as Master Circuit Court Deputy Clerk.
- Eight 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 Circuit Court Clerk’s Office web page within the Augusta County website, and an extensive update was completed in 2020 and 2021.
- Began accepting electronic filings from the Augusta County District Courts (preliminary hearings, etc.)
- Created Clerk of Circuit Court Advisory Committee in 2020.
- Hired first part-time Historic Records Assistant to assist with research and record conservation in 2020.
- Adopted and developed Augusta County Court House Historic Records Short & Long Term Plan in 2020.
- Created Clerk of Circuit Court Internship Program in 2020.
- Created the Augusta County Courthouse Historic Records Fund in 2021.
- Created the Augusta County Circuit Court Historic Records Volunteer Program in 2021.

Terms of Court and General Information:

- Terms begin, 4th Monday, January, April, July and October.
- 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 9:00 a.m.
- Commissioners in Chancery are utilized in limited instances.
- Local rules adopted pursuant to Section 8.01-4.

Clerk

Hon. R. Steven Landes

email: rlandes@vacourts.gov

Hours:

8:30 AM - 5:00 PM

Phone: 540-245-5321

Fax: 540-245-5318

Address: P. O. Box 689, Staunton, VA 24402

Augusta County Courthouse

1 East Johnson Street, Staunton, VA 24401

Judges

- **Hon. W. Chapman Goodwin***
- **Hon. Paul A. Dryer**
- **Hon. Anne F. Reed**

* Chief Judge and Presiding Judge

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

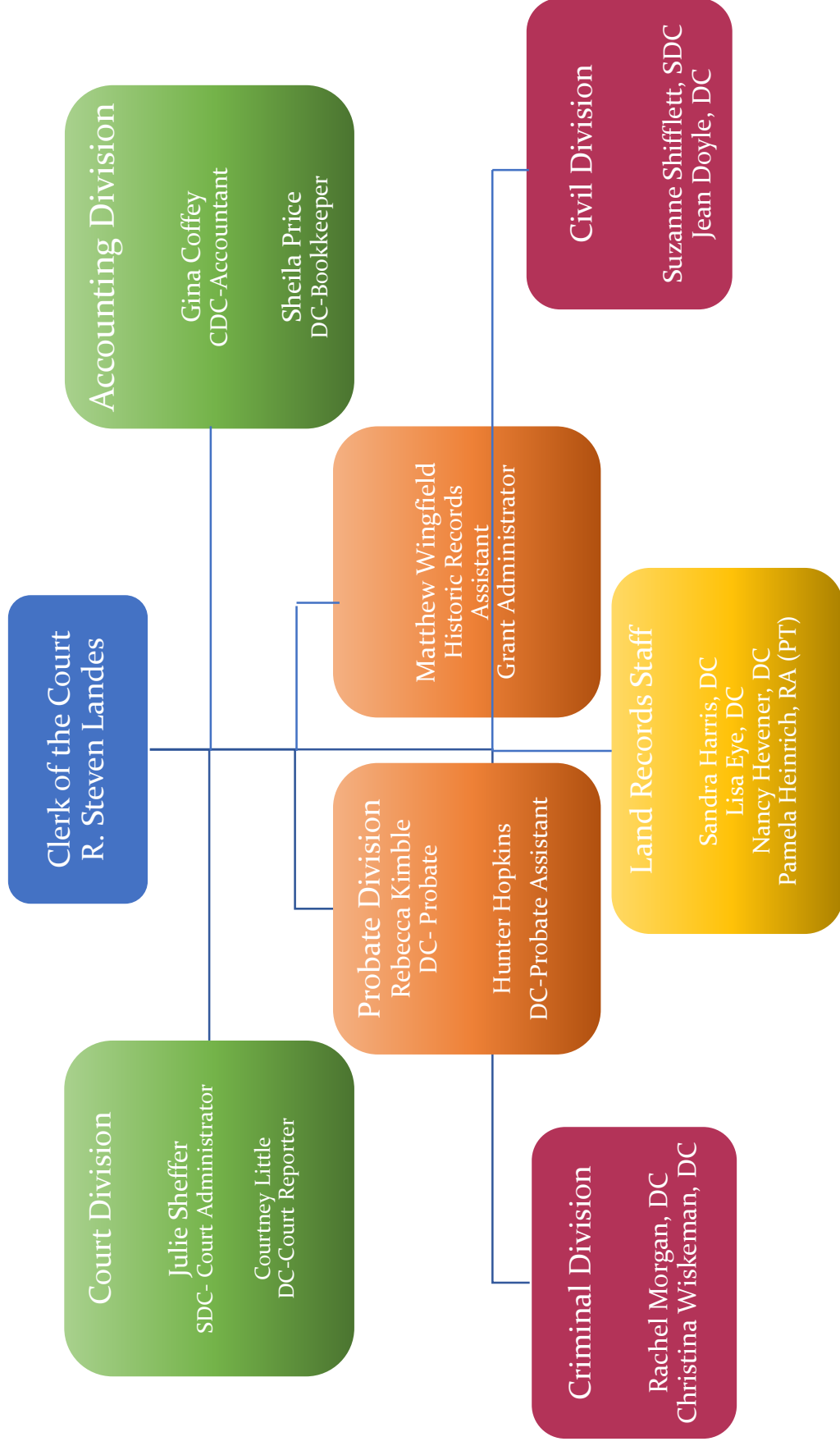
	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to
						FY 22-23	Recommends
3121 - AUDITING - APA			\$ 3,100 \$	3,100 \$	3,100 \$	3,100 \$	-
The Clerk's Office is required by Va. Code Section 30-134, to be audited and we anticipate an audit once every 18 months. Last Audit performed on July 23, 2020.							
5201 - POSTAGE SERVICES			\$ 9,500 \$	9,500 \$	10,000 \$	10,000 \$	-
Postage expenses include the three Judges as well as the Clerk's Office.							
5203 - TELEPHONE SERVICES			\$ 13,000 \$	12,000 \$	12,000 \$	12,000 \$	-
Land lines and long distance. Long distance calls are kept at a minimum by staff.							
5501 - TRAVEL EXPENSES			\$ 2,000 \$	2,000 \$	2,000 \$	2,000 \$	-
Virginia Court Clerk's Association (VCCA) Annual Meeting for Clerk and Deputy Clerk. Includes Registration, Lodging and Travel. For upcoming year the meeting is going to be in Williamsburg, VA Miscellaneous expenses for Clerk related to VCCA.							
5805 - JUROR MEALS			\$ - \$	3,850 \$	3,850 \$	3,850 \$	-
Meals for Jurors 15/per meal x12=180 times 2 trials/month=3600/yr Costs also related to water and snacks for jurors. Temporary due to COVID.							
5801 - DUES & SUBSCRIPTIONS			\$ 670 \$	670 \$	670 \$	670 \$	-
Virginia Court Clerk's Association dues for Clerk and 13 Deputy Clerks.							
6001 - OFFICE SUPPLIES			\$ 5,000 \$	5,000 \$	5,500 \$	5,500 \$	-
Supplies for the normal operation of the Clerk's Office.							
6002 - TECHNOLOGY MAINTENANCE			\$ 40,500 \$	40,500 \$	40,000 \$	40,000 \$	-
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.							

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

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommendations	Request to Recommend
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. Next grant cycle Fall 2022. OFFSET BY REVENUE FROM CCRP GRANT.	\$ 12,598	\$ 48,632	\$ 12,598	\$ 12,598	\$ 48,632	\$ 48,632	\$ -
6015-RESTORATION OF RECORDS-LOCAL							
Local funds utilized for matching grants for which office applies.	\$ 1,000	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
8002 - FURNITURE & FIXTURES							
The office will need new desk chairs for staff.	\$ 500	\$ 1,000	\$ 500	\$ 500	\$ 1,000	\$ 1,000	\$ -
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 FROM TECHNOLOGY TRUST FUND.	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Department Total:	\$	\$	\$ 129,718	\$ 129,718	\$ 168,752	\$ 166,752	\$ 2,000
Payroll Total:	\$	\$	\$ 950,675	\$ 992,397	\$ 1,031,155	\$ 1,014,730	\$ 16,425
Grand Total:	\$	\$	\$ 1,080,393	\$ 1,122,115	\$ 1,199,907	\$ 1,181,482	\$ 18,425

Personnel includes Pay and ReClass by HR

Augusta County Circuit Court Organizational Chart



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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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$1,171,136	\$1,158,224	\$1,402,849	\$1,405,159	21.3%
Operating	284,997	403,688	412,874	410,837	1.8%
Total	\$1,456,133	\$1,561,912	\$1,815,723	\$1,815,996	16.3%

* Increases in personnel are due to a pay and reclass by HR. Changes to personnel in revised are due to the compensation boards addition of 2 position after the FY22 budget was appropriated.

Service and Performance Measures:

2020 # of Case Dispositions:

Case Category	# of Case Dispositions	# of Hearings ¹
Criminal (Felony/Misdemeanor)- District Court	3,688	7,376
Criminal (Felony/Misdemeanor)- J&DR Court	678	1,356
Juvenile Delinquency (Felony/Misdemeanor)-J&DR Court	198	594
CHINS/Truancy-J&DR Court	42	126
Criminal (Felony)-Circuit Court	1,336	1,336
Criminal (Misdemeanor & Other Criminal Related)- Circuit Court	455	1,365

Goals and Objectives:

This past year has been challenging with major changes to criminal procedural law that have severely stretched the man power needs of Commonwealth Attorney’s offices across the state. One change in particular that took effect July 1, 2021 was a law that gave a defendant the right to choose whether a judge or a jury will sentence them following a jury trial. This change greatly incentivized defendants to opt for a jury trial. Over the past several years before the pandemic, we averaged only about one to three jury trials a month (the rest being bench trials or pleas), now our schedule includes an average of 5-9 jury trials a month. Jury trials are about 3 to 4 times the amount of work as a bench trial, so on average the amount of work that each attorney in this faces have

¹ The majority of cases require our appearance at multiple hearings before a final disposition. Unfortunately, the Supreme Court did not provide an actual breakdown of number of hearings, so I calculated an average of approximately three appearances per case in Circuit and Juvenile and Domestic Relations District Court (juvenile cases only), approximately two appearances in General District Court cases and in Adult cases in Juvenile and Domestic Relations District Court.

increase exponentially. Offsetting that burden this year, we gained two new compensation board positions, without which, we can safely say we would have struggled greatly to competently handle our ever-increasing caseloads.

While the amount of work due to the increase in jury trials has significantly increased overall workload, the number of cases this office handles continues to steadily increase. Numbers held stable in 2020 due to cases being continued during the lockdown. However, in 2021, Circuit Court case numbers reflected an overall 11 percent increase in number of criminal cases so far this year. While case numbers decreased in in General District Court in 2020 due to the pandemic lockdown, cases numbers are projected to potentially surpass 2019 totals in 2021. In Juvenile and Domestic Relations District Court, numbers decreased in 2020 due to the pandemic lockdown but have increased in 2021.

This past year we worked with a consultant to make our team and processes as efficient as possible. We have developed new processes for case assigned and case coverage which help to ensure full court coverage with the ever increasing demands on our time and help to prevent long-term burnout. This consultant also helped us develop and compile an office manual and appendix of important forms.

Our other major goals and objectives include continuing to best serve the citizens of Augusta County through innovative programs that improve everyday quality of life, like our Litter Control Program, and through top-notch, skilled, and well-considered prosecution of crime in our County. We are able to achieve these goals by continuing to invest in these programs, by investing in career development opportunities for our prosecutors and support staff, investing in our digitization plan, and investing in the training and tools our investigator needs to fully serve the office.

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
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>							
Sungard software	\$ 640	\$ 640	\$ 13,357	\$ 13,357	\$ 13,501	\$ 13,501	\$ -
Annual Open Fox Messenger	\$ 180	\$ 180					
VPN Maintenance	\$ 312	\$ 408					
Case Management Software Maint.	\$ 12,225	\$ 12,225					
2 new requested positions	\$ 48	\$ 48					
	\$ 13,357	\$ 13,501					
<u>5201 - POSTAL SERVICES</u>							
General office mailings (this budget section was slashed two cycles back)			\$ 900	\$ 900	\$ 900	\$ 900	\$ -
<u>5203 - TELEPHONE SERVICES</u>							
Costs of line per month, long distance, switchboard			\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800	\$ -
Investigator's cell phone monthly cost- \$39.99 x 12 =479.88							
			\$ 600	\$ 546	\$ 1,200	\$ 1,200	\$ -
<u>5305-MOTOR VEHICLE INSURANCE</u>							
Professional development for attorneys and investigator			\$ 4,700	\$ 5,350	\$ 11,265	\$ 9,533	\$ 1,732
We used to get \$5200 for 6 attorneys, we have 10 attorneys and 1 investigator \$5200 divided by 6 is 866 x 11 (number of ppl that need travel now) totals \$ 9,533		\$ 9,533					cut 2 positions
2 requested ATTI positions		\$ 1,732					
		\$ 11,265					
<u>5801 - DUES & SUBSCRIPTIONS</u>							
VA State Bar & Section Dues (10 attorneys)	\$ 2,970	\$ 2,970	\$ 6,311	\$ 9,466	\$ 11,431	\$ 9,511	\$ 1,920
Augusta Bar Association Dues (10 Att, \$30/ea)	\$ 300	\$ 300					cut 2 positions
VACA Dues (10 Att, \$350/ea)	\$ 3,500	\$ 3,500					
National District Atty Assoc. (1-CWA, \$255, 9-Att, \$95/ea)	\$ 1,110	\$ 1,110					

**20210-COMMONWEALTH ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
Notary (1 renewal, \$45/ea)	\$ -	\$ 45					
Newsleader Subscription	\$ 96	\$ 96					
News Virginian Subscription	\$ 50	\$ 50					
Zoom	\$ 1,440	\$ 1,440					
Totals for 2 ATTI requested positions	\$ -	\$ 1,920					
	\$ 9,466	\$ 11,431					

6001 - OFFICE SUPPLIES

\$11,000 was our budget when we had only 7 attorneys and 3 staff
(Copier charges
Printing-letterhead, envelopes
Misc. office supplies)

\$	9,000	\$	11,000	\$	13,000	\$	12,000	\$	1,000
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general cut

6004 - Law Books

Lexis Nexis Monthly Digital Subscription
Code Reference Books for Court
Law Books, West, etc.
2 requested ATTI positions
(prior to FY16 allocated to office supplies)

\$	2,880	\$	3,600	\$	6,350	\$	7,320	\$	7,320	\$	-
\$	1,452	\$	1,720								
\$	2,000	\$	2,000								
\$	-	\$	600								
\$	6,332	\$	7,920								

6008- MOTOR VEHICLE FUEL

\$	-	\$	-	\$	1,500	\$	1,500	\$	-
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6009- MOTOR VEHICLE MAINTENANCE AND SUPPLIES

\$	-	\$	-	\$	1,367	\$	1,367	\$	-
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6017 - VICTIM/WITNESS GRANT

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

\$	79,000	\$	79,000	\$	79,000	\$	79,000	\$	-
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**22010-COMMONWEALTH ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
6018 - DOMESTIC VIOLENCE GRANT							
Calendar year grant through Department of Criminal Justice Services	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
			\$ 53,800	\$ 53,800	\$ 53,800	\$ 53,800	\$ -
Funds Domestic Violence position Grant revenue covers majority of position Staunton funds \$7,000 local match							
6019 - SANE GRANT							
Calendar year grant through Department of Criminal Justice Services			\$ 15,235	\$ 15,235	\$ 15,243	\$ 15,243	\$ -
Funds grant administrator, nurse training Grant revenue covers majority of position							
6025 - LITTER CONTROL PROGRAM							
Motor Vehicle Fuel	\$ 700	\$ 1,200	\$ 2,655	\$ 6,090	\$ 4,705	\$ 4,705	\$ -
Set of Brakes	-	-					FY22 revised new transmission
Oil Changes	135	135					
New transmission	3,435						
Misc. Repairs (flat tires, batteries, water pump, etc.)	1,500	3,000					
State Inspection	20	20					
Equipment replacement (gloves, pickers, first aid)	300	350					
	\$ 6,090	\$ 4,705					
6026 - OPIOID GRANT-3 YEAR GRANT							
Replacement Furniture and Equipment			\$ 194,450	\$ 194,450	\$ 193,154	\$ 193,154	\$ -
Desk Scanners							
(We have 4, but everyone needs one in order to be up to date their files on OMINI, so we need 11 more							
Price of current scanners are \$850 per scanner-but I found a suitable alternative for \$329 per scanner on Amazon)							
County Vehicle for Our Investigator (used county vehicle)							
Motor vehicle insurance	\$ -	\$ 20,000	\$ 2,530	\$ 2,530	\$ 36,311	\$ 3,303	\$ 33,008
Oil Changes	\$ -	\$ 600					cut vehicle(plan on surplus)
Registration	\$ -	\$ 180					cut 2 attorney positions
	\$ -	\$ 45					buy six scanners in revised

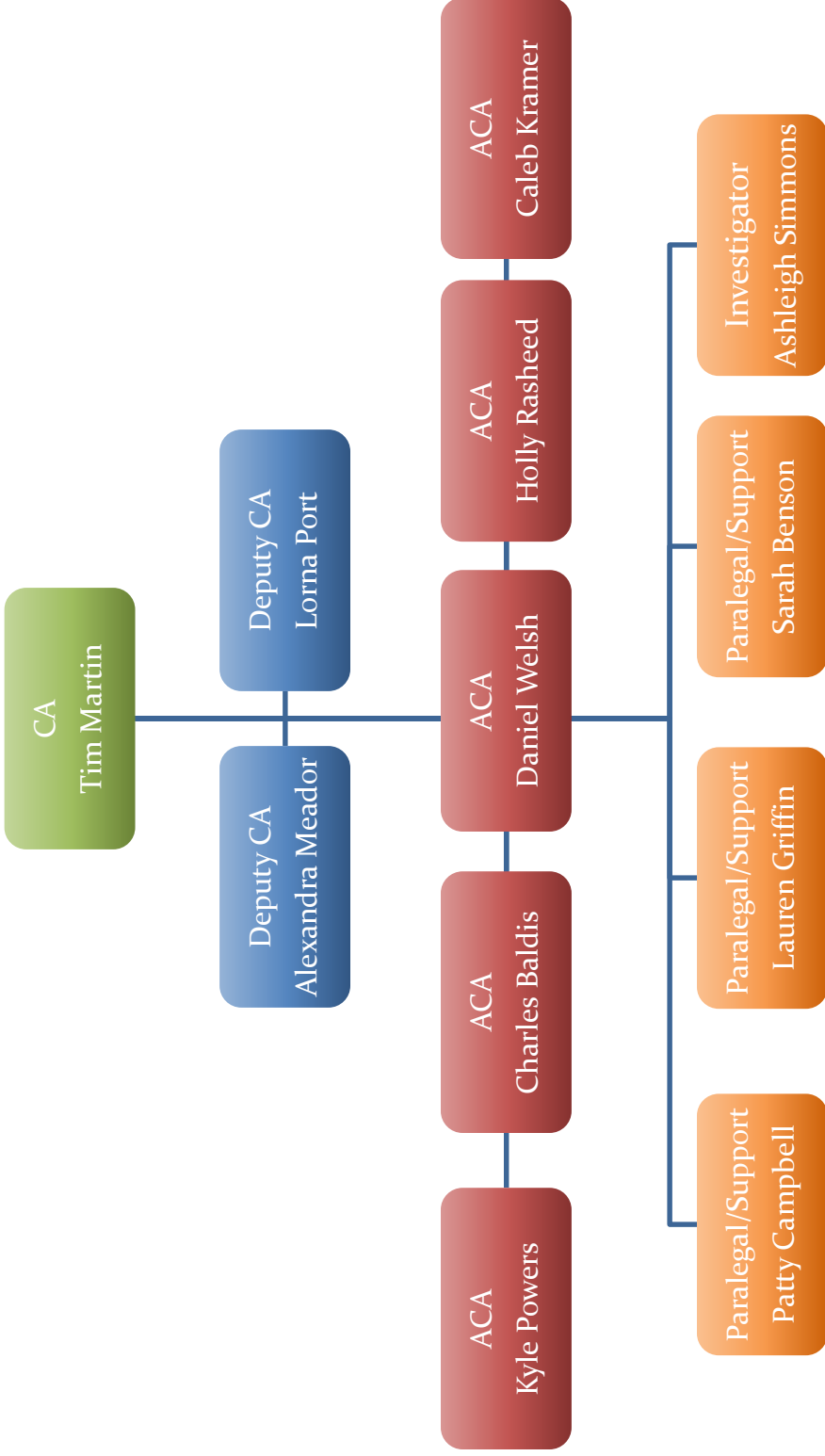
**22010-COMMONWEALTH ATTORNEY
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
State Inspection	\$ -	-					
Gas (est. based 12,000 miles per year at 25 mpg)	\$ -	\$ 1,500					
General maintenance	\$ -	\$ 1,000					
Mats	\$ -	\$ 167					
Delivery Fee from Dealership	\$ -	\$ -					
2 requested ATTI positions (computers and furniture)	\$ -	\$ 8,200					
	\$ 4,619	\$ 36,311					
			\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -
8005 -DEPRECIATION SOFTWARE							
Sungard/OMINI software move to Capital							
			\$ 403,688	\$ 412,874	\$ 448,497	\$ 410,837	\$ 37,660
			\$ 1,158,224	\$ 1,402,849	\$ 1,367,836	\$ 1,405,159	\$ (37,323)
			\$ 1,561,912	\$ 1,815,723	\$ 1,816,333	\$ 1,815,996	\$ 337

Department Total: \$ 403,688 \$ 412,874 \$ 448,497 \$ 410,837 \$ 37,660
 Payroll Total: \$ 1,158,224 \$ 1,402,849 \$ 1,367,836 \$ 1,405,159 \$ (37,323)
 Grand Total: \$ 1,561,912 \$ 1,815,723 \$ 1,816,333 \$ 1,815,996 \$ 337

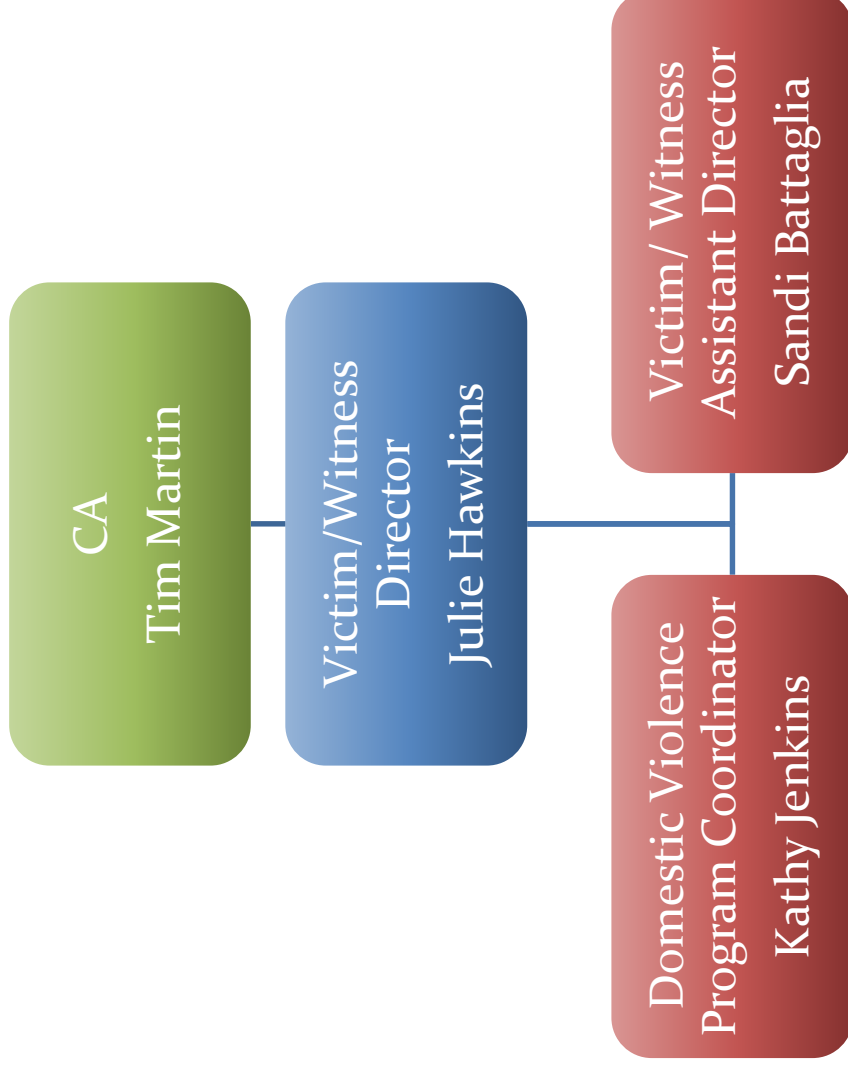
Personnel includes Pay and Reclass by HR
 2 attorneys for possible body camera implementation
 were moved to 031020-8001 as a package with equipment

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.

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**Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
Public Safety**

Department	FY2020- 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Sheriff	\$ 7,676,725	\$7,629,557	\$8,524,271	\$8,851,719	16%
Emergency Communication Center	1,952,247	2,190,954	2,176,314	2,277,330	4%
Fire Department	8,462,515	8,673,783	10,317,759	10,698,832	23%
Emergency Services- Volunteer	2,133,806	1,909,897	1,911,435	1,952,919	2%
Fire & EMS Training	463,739	605,076	596,706	623,159	3%
Juvenile & Domestic Relations Court	12,310	18,000	17,955	30,536	70%
Court Services	4,865	4,225	4,225	4,436	5%
Juvenile & Probation	3,586,618	2,401,664	4,447,290	2,846,265	19%
Building Inspection*	429,912	422,352	451,258	449,106	6%
Animal Control	471,553	473,107	496,914	567,816	20%
Emergency Management	0	0	89,533	99,492	0%
Total Public Safety	25,194,290	\$24,328,615	\$29,033,660	\$28,401,610	17%

*Building inspections included with 081010 Community Development



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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 well-being 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. 2021 was a very challenging year for our agency and our Nation as a whole. Virtually all of our 2021 efforts were adversely affected by the Novel Coronavirus Pandemic, the mass exit of law enforcement professionals nationwide, and a depleted workforce of qualified candidates seeking deputy positions. We successfully balanced the challenges that 2021 brought us, and we are proud of our efforts and accomplishments throughout this challenging year.

Department Overview:

The Augusta County Sheriff's Office consists of 92 full-time employees. Those full-time positions consist of 81 sworn deputies and 10 part-time County funded sworn deputies that serve in the Patrol, Investigations, Civil Process, Courts, Crime Prevention, and Administrative Divisions. Sheriff's Office Support staff totals eleven employees, includes an Administrative Assistant, Information and Technology Coordinator, an Office Manager and eight services support personnel.

The Sheriff's Office reinstated the Reserve Program in 2019, during the 2021 calendar year these Reserve Deputies added 1,668.50 volunteer hours to the agency.

During 2021 our agency responded to 24,219 calls for service and we had 40,097 self-initiated incidents for a combined total of 64,316 incidents. We also completed 13,390 Extra Patrol requests during 2021.

PATROL DIVISION

The Patrol Division is the backbone of the Department's enforcement efforts and with 43 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 enforcement. Each year, manpower fluctuates and the demands on the division's resources are stretched, but the division manages to successfully combat all types of violations.

The Division is divided into 4 rotating Patrol Shifts that work 12 hour tours of duty. The Patrol Shifts are assisted by the Power Shift during peak call hours. The Patrol Shifts are commanded by First Sergeants. The Division is commanded by Lieutenant James Snyder and in 2021 the Division completed 3,863 Crime Incident Reports, made 2,436 arrests and wrote 4,925 traffic summonses.

RESERVE DEPUTIES

Augusta County Sheriff's Office Reserve Deputies completed initial training in 2019, and during the course of 2021, the Reserves logged 1668.50 hours of service to the community by riding with full-time deputies and staffing community events. Deputy M. Mader contributed the most reserve time, logging 865 hours in 2021.

COURT SERVICES DIVISION

The Augusta County Sheriff's Office Court Services Division currently consists of First Sergeant Jerry Shifflett, seven full-time Bailiffs and one part-time Bailiff. The Division provides court security in three county courts and is responsible for transporting prisoners to and from the court complex. In 2021 the Division screened 46,713 court complex visitors and served 4,147 total civil papers. They also completed 139 jail transports and handled 189 inmates. Additionally, the Court Security Division made 47 arrests, processed 277 individuals, and conducted 18 security escorts to parking areas.

The prisoner transport van is used for the bulk of the Court Security Division's transports outside of Augusta County. Use of the transport van generated the following numbers for 2021:

- Total states traveled: Virginia (all transports were in-state due to COVID19)
- Total inmates transported: 20
- Total miles: 3,951
- Total facilities: 14 Jails

Total Days in session: Circuit Court – 288
 Juvenile and Domestic Relations – 280
 General District Court – 192

Court days in 2021 were drastically affected by COVID19 Court postponements and re-scheduling.

* The total number of court days reflects the fact that there are days when multiple courtrooms are in session simultaneously for a particular court (i.e. JDR court), requiring additional personnel to staff those courtrooms.

CIVIL PROCESS DIVISION

The Augusta County Sheriff's Office Civil Process Division consists of Sgt. Jeff Dietz and three full-time deputies. In 2020 the Civil Process Division served 13,508 pieces of civil process of all types. The civil division responded to calls for service on 2,737 occasions and backed up other deputies on 575 occasions. Additionally, the four members of the Civil Division wrote 49 reports, made 14 arrests and wrote 194 citations in 2021.

The Civil Process Division also completed 68 evictions, 27 repossessions, and 15 complaints on inoperable vehicles from the Augusta County Community Development Department.

TASK FORCE

Narcotics investigations are handled by Sheriff's Office members assigned to the Skyline Taskforce, which during the bulk of 2021 had three investigators assigned. In 2021, Task Force investigators wrote 119 reports and executed 44 narcotics search warrants. Investigators made 92 Narcotics arrests in 2021. Total assets seized were \$269,873.25 in currency, 108 firearms and three automobiles. Additionally, drugs with a street value of \$12,158,830.00 were seized by the Task Force in 2021.

INVESTIGATIONS DIVISION

The Augusta County Sheriff's Office Criminal Investigations Division is commanded by Lt. Steven Cason and consists of a Sergeant and five investigators in General Investigations. Investigators are on call for all manner of criminal investigations and in 2021 they wrote 380 initial reports and handled 662 assigned cases. Additionally, Investigators responded to or generated 494 incidents, and backed up other deputies' 416 times in 2021. Investigators also wrote 9 traffic summonses and made 11 arrests in 2021.

Investigators fielded numerous interagency referrals in 2021:

Child Protective Services Referrals: 189

Adult Protective Services Referrals: 144

SUPPORT SERVICES

In 2021, our agency processed 37 post-arrest DNA samples and 2,163 concealed weapons permit applications and renewals. Additionally, 241 citizens were fingerprinted for employment and background checks.

EVIDENCE

In 2021, our agency processed 1,606 items of evidence and completed quarterly and bi-annual audits of the Evidence Room. A full inventory of all of the property and evidence held by the Sheriff's Office was conducted in November of 2021. During 2021, the Evidence Custodian submitted items of evidence from 346 cases to the Department of Forensic Science for forensic examination and made sixteen trips to the lab. Now that the Virginia State Police investigation in the former Sheriff Randall Fisher and the ACSO evidence room has been concluded, and the court order banning the destruction of any evidence has been terminated, the ACSO has been able to reduce the evidence room inventory from over 12,000 pieces to 6,733.

DRONE TEAM

During 2021 the team had 7 deployments for search and rescue and 5 trainings events.

SRO DIVISION

The Augusta County Sheriff's Office School Resource Division is commanded by Sgt. Chris Pultz. He oversees four full-time School Resource Officers and two part-time SRO's. 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 2021, the School Resource Division completed 154 crime incident reports. SRO's also handled 1,235 calls for service, backed up other deputies on 483 occasions, wrote 23 citations, and made 54 arrests in 2021.

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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$6,537,520	\$6,424,827	\$7,116,490	\$7,510,969	16.9%
Operating	1,139,205	1,204,730	1,407,781	1,340,750	11.3%
Total	\$7,676,725	\$7,629,557	\$8,524,271	\$8,851,719	16.0%

*Personnel increases are due to a pay and reclass by HR. Increases in operating are due to increased costs associated with inflation.

Service and Performance Measures:

Item	2017	2018	2019	2020	2021
Civil Process Served	22,238	22,923	21,699	19,613	17,702
Total Crime Incident Reports	3,846	3,828	4,426	3,824	3,553
Criminal Warrants Served	3,668	4,896	2,648	2,236	2,342
Protective Orders Served	1,145	1,351			134
Child Protective Orders Served	408	351	7	16	8
Capias Served	1,472	1,820	1,491	1,395	1,651
Emergency Custody Orders	192	193	215	291	295
Temporary Detention Orders	278	226	247	304	349
Juvenile Detention Orders	23	41	30	19	45
Criminal Summons	242	411	278	221	232
Traffic Charges	5,717	5,809	5,929	5,015	5,157
DUI Arrests	53	52	61	48	62
Mental Health Transports					665
Extraditions					17

Accomplishments:

- TRAFFIC SAFETY ENFORCEMENT AWARDS
 - 2021 Occupant Protection Award – Sgt. William Mikolay, 98 Citations
 - 2021 DUI Enforcement Award – Cpl. Cody Stroop, 13 arrests.
 - 2021 Speed Enforcement Award – Cpl. Shamica Spears, 665 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. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
3110 - PHYSICALS							
Drug testing (mandatory new hire, random current employee	3,000 \$	4,000	3,000 \$	3,000 \$	4,000 \$	3,000 \$	1,000 general cut
Medical Evaluations, TB shots							
3202 - PROFESSIONAL SERVICES							
Medical Examiner	2,000 \$	2,000					
Medical Director (OMD) Scott Just	1,500 \$	1,500	4,500 \$	29,037 \$	17,500 \$	6,000 \$	11,500 general cut
CIT Coordinator	9,500 \$	11,500					
Legal Fees- To be reimbursed by Comp board	13,537 \$	-					
Interpreters	500 \$	500					
Transcripts for court	2,000 \$	2,000					
	29,037 \$	17,500					
3205 - PROFESSIONAL SERVICES-TRANSPORT							
Used for Coroner transports-3rd party							
3320 - MAINTENANCE SERVICE CONTRACTS							
OSGI Tech Support (Central Square)	73,609 \$	82,000	115,000 \$	150,850 \$	153,850 \$	115,000 \$	38,850 general cut
One Solution AVL Support							
One Solution MFR Annual Support							
One Solution Client Racial Profiling-annual support							
ID Networks Cross Match Scan Guardian	343						
IA Pro/Blue Force		4,700					
Plantit Police		3,500					
Laser Fiche		200					
Target Solutions	7,798 \$	8,100					
Garmin		400					
Signal Scape MINR Interviewer annual support	1,019 \$	1,019					
Motorola Maintenance Support	3,800 \$	3,800					
RMS Server & Domain Controller	3,953 \$	1,400					
Carasoft Multi factor authentication-annual support	2,223						
Guidance Software Support	1,000 \$	1,000					
REVCord	600 \$	600					
Avid Express Video Forensic Support	1,300 \$	1,300					
Cellebrite Cell Phone Forensics Suite	6,800 \$	6,800					
LPR Operation Costs	3,000 \$	3,000					
Live Scan Maintenance (\$775 x 2) in FY21	1,550 \$	4,000					
Technologies GPS	3,000 \$	3,000					
In-Car Maintenance & Repair	1,000 \$	1,500					
Telephone Maintenance	1,050 \$	1,050					

**31020-SHERIFF
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<i>Leads Online Pawn Broker Transactions</i>	\$ 4,644	\$ 5,000					
Encase V7 Software Support	\$ -	\$ -					
<i>OpenFox Messenger Maintenance (Computer Projects of Il, Jr</i>	\$ 540	\$ 600					
Comcast and ICAC	\$ -	\$ 400					
AED MOU Contract with Augusta Health	\$ 3,000	\$ 3,000					
<i>ID Networks Software/Printer Maint.</i>	\$ 1,843	\$ 2,000					
<i>Lexipol (Approved by BOS)</i>	\$ 15,676	\$ 16,500					
<i>* items in italics are actual costs</i>	\$ 137,747	\$ 154,869					
3321 - RADIO MAINTENANCE CONTRACT			\$ 8,000	\$ 8,000	\$ 16,000	\$ 10,000	\$ 6,000
Mobile & Portable High & Low Bands (5 Radios)	\$ 7,020	\$ 12,000					general cut
Radio Repair	\$ 3,500	\$ 3,500					
Flexible ear inserts, lapel mic., radio kits (courts)	\$ 500	\$ 500					
	\$ 11,020	\$ 16,000					
5201 - POSTAL SERVICES	\$ 5,000	\$ 5,000	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
General office mail and overnight deliveries		\$ 5,000					
5203 - TELEPHONE SERVICES			\$ 93,000	\$ 103,000	\$ 135,000	\$ 103,000	\$ 32,000
Office Telephones	\$ 12,973	\$ 13,000					cut cradlepoint AS 1 yr ARPA Funds
Switchboard	\$ 718	\$ 718					
Verizon	\$ 15,038	\$ 15,038					
Replacement Portable Telephone - Dispatch	\$ -	\$ -					
Cellular Telephones	\$ 42,535	\$ 42,535					
Cradle Points	\$ -	\$ 32,000					
Jetpack hotspots	\$ 3,240	\$ 3,240					
Air cards for current MDT's (65)	\$ 28,400	\$ 28,400					
	\$ 102,904	\$ 134,931					
5305 - MOTOR VEHICLE INSURANCE	\$ 58,000	\$ 61,500	\$ 58,000	\$ 59,820	\$ 61,500	\$ 61,500	\$ -
\$600 per vehicle plus trailers, etc.		\$ 61,500					
5501 - TRAVEL & TRAINING	\$ 4,000	\$ -	\$ 43,900	\$ 43,900	\$ 58,900	\$ 49,000	\$ 9,900
Gym Equipment Treadmills	\$ 4,000	\$ -					general cut
SRO Specialized Training	\$ 6,000	\$ 6,000					
Computer Forensic Training	\$ 3,500	\$ 3,500					
OSSI Conference & Training New Admin LT	\$ 6,000	\$ 6,000					
Narcotics Officer Training	\$ 1,000	\$ 1,000					
Virginia Crime Prevention Conference	\$ 1,500	\$ 1,500					
Accreditation Conference Training	\$ -	\$ -					

**31020-SHERIFF
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
Forensic Science Academy/Interview Schools	\$ 4,000 \$	4,000					
Forensic Science Academy Re-training	\$ 1,700 \$	1,700					
Crisis Negotiator Training	\$ 4,000 \$	4,000					
Investigative Specialized Training	\$ 8,000 \$	10,000					
Advanced - Specialized Training for Patrol	\$ 4,500 \$	6,000					
Cellebrite Forensic Training	\$ 5,200 \$	5,200					
Police Fleet Expo WI (2)	\$ 1,500 \$	1,500					
VALEAC Host for 50 people/quarter. Accreditation Trng.	\$ 1,000 \$	1,000					
Warrant Service Unit Specialized Training	\$ 1,000 \$	1,000					
Sungard One Solution Training	\$ 1,000 \$	1,000					
Chaplain Recertification & Training (2)	\$ 1,500 \$	1,500					
	\$59,400 \$	58,900					
			17,500 \$	17,500 \$	24,695 \$	20,000 \$	4,695 general cut
5801 - DUES & SUBSCRIPTIONS							
Virginia Sheriff's Association	\$ 4,000 \$	4,000					
FLSA Handbook	\$ - \$	-					
Zoom	\$ 240 \$	240					
Regional Organized Crime Information Center (ROCIC)	\$ 300 \$	300					
National Tactical Officers Team	\$ 500 \$	500					
V.A.L.E.C.O.	\$ 100 \$	100					
Virginia Crime Prevention Association	\$ 1,200 \$	1,200					
VALEAC Membership Dues	\$ 100 \$	100					
VALEAC Recertification (4 years)	\$ 4,000 \$	4,000					
VA Police K9 Association	\$ 250 \$	250					
National Police Canine Assoc.	\$ 400 \$	600					
Virginia Gang Investigators Association	\$ 20 \$	20					
VAGARA Archiver Dues	\$ 100 \$	100					
Virginia Forensic Association Dues	\$ 500 \$	500					
FBINAA Dues	\$ 125 \$	125					
LETS Covert Phone Technology System (Narcotics)	\$ 6,500 \$	6,500					
TLO	\$ 2,200 \$	2,200					
Skyline Taskforce	\$ 3,000 \$	3,000					
Comcast/Middle of NoWhere internet	\$ 505 \$	102					
Whooster	\$ 600 \$	1,200					
	\$ 24,640 \$	25,037					

**31020-SHERIFF
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>6001 - OFFICE SUPPLIES</u>							
Traffic Summons Paper	\$ 1,500	\$ 2,000	\$ 35,100	\$ 35,100	\$ 48,600	\$ 38,000	\$ 10,600
School Resource Audio/Visual Aides	\$ 2,000	\$ 2,000					36,300 3 yr avg general cut
Awards Program	\$ 1,000	\$ 7,000					
Record Clerks Supplies	\$ 1,000	\$ 2,000					
Paper and Custom Printing	\$ 2,200	\$ 2,200					
Toner for Printers & Copiers	\$ 17,000	\$ 21,500					
Pens, Pencils, Files, Notepads, etc.	\$ 6,200	\$ 7,200					
Stationery	\$ 2,000	\$ 2,000					
Rugs in lobbies	\$ 2,200	\$ 2,700					
	\$ 35,100	\$ 48,600					
<u>6005 CRIME PREVENTION SUPPLIES</u>							
Educational Materials	\$ 3,000	\$ 10,000	\$ 8,000	\$ 8,000	\$ 22,000	\$ 17,500	\$ 4,500 general cut
Handouts for Public Events	\$ 1,000	\$ 4,000					
National Night Out/Kids Matter Day/Child ID	\$ 1,000	\$ 1,000					
Business & Neighborhood Watch Materials	\$ 2,000	\$ 6,000					
Program Supplies	\$ 1,000	\$ 1,000					
	\$ 8,000	\$ 22,000					
<u>6008 - MOTOR VEHICLE FUEL</u>							
For fleet	\$ 245,000.0	\$ 300,000	\$ 240,000	\$ 310,000	\$ 300,000	\$ 280,000	\$ 20,000 general cut
5 additional vehicles & \$3500 per year							general cut
<u>6009 - MOTOR VEHICLE MAINTENANCE & SUPPLIES</u>							
For fleet	\$ 245,000	\$ 245,000	\$ 165,000	\$ 165,000	\$ 245,000	\$ 180,000	\$ 65,000 general cut
							7 month 94,839 general cut
<u>6010 - POLICE SUPPLIES</u>							
Tow Bills	\$ 9,000	\$ 9,000	\$ 63,330	\$ 63,330	\$ 77,850	\$ 65,000	\$ 12,850 general cut
Infection Control Gloves, Bags, etc	\$ 6,000	\$ 8,000					
Evidence Equip & Bar Code Maintenance	\$ 1,000	\$ 1,000					
Crime Scene Processing & Lab Equipment	\$ 8,000	\$ 8,000					
DVD/SD Cards/ Thumb Drives	\$ 1,000	\$ 2,000					
Taser X-26 Batteries & Cartridges	\$ 11,500	\$ 8,000					
Alco Sensor Tubes	\$ 500	\$ 500					
Road Flares & Cones	\$ 4,000	\$ 4,000					
Restraints, OC Spray, Etc	\$ 4,000	\$ 6,000					
Transport belt restraints w/handcuffs & leg irons	\$ 3,000	\$ 4,000					
Project Lifesaver	\$ 4,600	\$ 4,600					

**31020-SHERIFF
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
Range Supplies	\$ 2,000	\$ 2,000	\$ 21,500	\$ 21,500	\$ 25,500	\$ 21,500	\$ 4,000
Weapons Maintenance	\$ 1,000	\$ 1,000					general cut
UTM	\$ -	\$ 11,000					
	\$ 44,500	\$ 66,000					
6014 - K-9 UNIT							
Dog Food & Supplements	\$ 8,000	\$ 10,000					
K-9 & Handler Equipment	\$ 3,000	\$ 4,000					
Vet Care & Boarding	\$ 3,000	\$ 4,000					
Canine Replacement through Depreciation	\$ 7,500	\$ 7,500					
K9 Kennel Insert	\$ -	\$ -					
K9 handler training	\$ -	\$ -					
	\$ 21,500	\$ 25,500					
6016 - TACTICAL UNIT EXPENSES							
Ammo	\$ 20,000	\$ 25,000	\$ 54,000	\$ 54,000	\$ 64,800	\$ 56,000	\$ 8,800
Launcher & Less Than Lethal Gas	\$ 3,000	\$ 4,000					
Training - Instructor Schools & Explosives	\$ 15,000	\$ 15,000					
Sniper Rifle Upgrades	\$ 6,000	\$ 6,000					
Ultimate Training Munitions (Simulator)	\$ 1,500	\$ 7,000					
Night Vision M4	\$ -	\$ -					
Night Vision Yearly Rental	\$ 1,800	\$ 1,800					
Ballistic Helmets (asking for 3 this year)	\$ 3,000	\$ 6,000					
Crisis Negotiator Communication Upgrade	\$ 6,000	\$ -					
	\$ 56,300	\$ 64,800					
			\$ -	\$ 58,854	\$ 5,000	\$ 5,000	\$ -
6018 - PUBLIC SAFETY GRANTS							
FY21 JAG Grant-21 portable breath testing devices (ent	\$ 12,165						
FFY19 LOLE Grant (ends 6/30/2022)	\$ 1,641						
*CESF DCJS 9894-Remote computer access (ends 12/3/2	\$ 27,348						
DCJS 9243-Internal Affairs UOF Program(ends 9/30/22)	\$ 17,700	\$ -					
*has local match \$5,900	\$ 58,854						
			\$ 64,800	\$ 65,100	\$ 66,300	\$ 66,300	\$ -
7002 - CENTRAL SHEN. CRIMINAL JUSTICE CENT.							
Membership @ \$620 per Officer (92)	\$ 56,000	\$ 57,500					
Membership @ \$620 per Officer (12 PT)	\$ 7,500	\$ 7,500					
Membership @ \$620 per officer (15 Reserve)	\$ 1,300	\$ 1,300					
	\$ 64,800	\$ 66,300					

**31020-SHERIFF
BUDGET REQUEST**

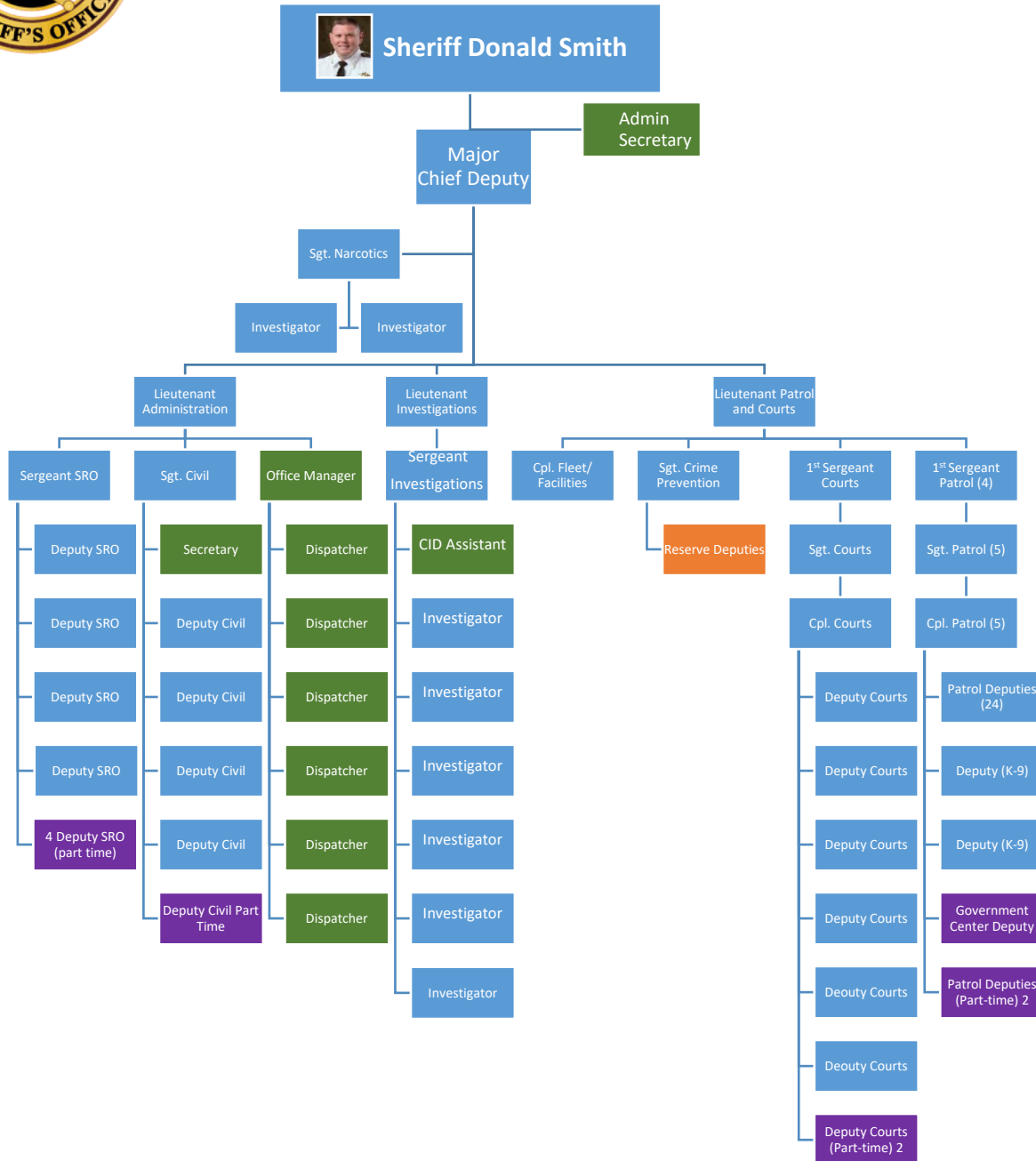
	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>8001 - EQUIPMENT - COMPUTER</u>							
Computer Hardware & Software	\$ 8,000	\$ 8,000	\$ 51,200	\$ 51,200	\$ 106,000	\$ 58,000	\$ 49,800
Net Motion Software for current MDT's	\$ 6,500	\$ 6,500					
Advanced Authentication	\$ 4,000	\$ 4,000					
DVDs	\$ 900	\$ 900					
MDT Printer Kit upgrades	\$ 9,000	\$ 9,000					
Kustom Signal DVDs with Case	\$ 300	\$ -					
Recon Throwbot 2	\$ -	\$ -					
Drivers License Readers	\$ -	\$ 25,000					
Printers & printing equipment (15 MDTs)	\$ -	\$ 24,000					
Yorkie-pro (intrusion detection handheld)	\$ -	\$ -					
LPR and mounting equipment (plate readers)	\$ 20,000	\$ 20,000					
LPR repair & upgrades	\$ 2,500	\$ 2,500					
Search & Rescue/INV. Drone	\$ -	\$ -					
Drone Equipment	\$ -	\$ 6,000					
	\$ 51,200	\$ 106,000					
<u>8002 - FURNITURE & EQUIPMENT</u>							
One time equipment for 13 SRO positions	\$ -	\$ 1,021,150	\$ -	\$ 690	\$ 4,026,150	\$ 3,000	\$ 4,023,150
Body Camera, in-car camera includes positions	\$ -	\$ 3,000,000					cut body & in-car cameras
Replacement Office Chairs & Sheriff's chairs (revised FY21)	\$ -	\$ 5,000					cut one time equipment x 13
Maintenance on paper shredder in dispatch	\$ -	\$ -					general cut
Paper Shredders	\$ -	\$ -					
	\$ -	\$ 4,026,150					

Department Total:	\$ 1,204,730	\$ 1,407,781	\$ 5,671,495	\$ 1,340,750	\$ 4,330,745
Payroll Total:	\$ 6,424,827	\$ 7,116,490	\$ 8,738,421	\$ 7,510,969	\$ 1,227,452
Grand Total:	\$ 7,629,557	\$ 8,524,271	\$ 14,409,916	\$ 8,851,719	\$ 5,558,197

Personnel includes Pay and Reclass by HR
Cut all other personnel requests



Augusta County Sheriff's Office Organizational Chart (2022)



Augusta County Emergency Communications

The Augusta County Emergency Communications Center is the public safety answering point for citizens 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, Senior Public Safety Dispatchers, Supervisors, Training Specialist, an Operations Manager and the ECC Director.

Augusta ECC dispatches for the Augusta County Sheriff’s Office, Augusta County Animal Control, 25 fire departments, 15 rescue agencies, the Craigsville Police Department, the Woodrow Wilson Rehabilitation Center Police Department, Blue Ridge Community College, Shenandoah Valley Regional Airport and also provides a communications link to 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 Emergency Communications Center is located in a secure facility of the Augusta County Government Center. The ECC began operation in 1990 and processes text, wireline 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 of a critical emergency at either location.

Augusta County Emergency Communications Center is managed by a Director and an Operations Manager. The Center is staffed 24 hours a day and 365 days a year. 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 approximately 131,545 calls yearly. Each person on staff is trained in CPR, Emergency Medical Dispatch, VCIN operations, TIMS, NIMS and also possesses a wide array of computer and multi-tasking skills. The telecommunicators have also completed a Department of Criminal Justice (DCJS) Basic Communications Officer course at the Central Shenandoah Criminal Justice Training Academy.

Budget Summary

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$1,295,173	\$1,437,667	\$1,420,069	\$1,519,092	5.7%
Operating	657,074	753,287	756,245	758,238	0.7%
Total	\$1,952,247	\$2,190,954	\$2,176,314	\$2,277,330	3.9%

*Changes in personnel are due to a pay and class study conducted by Human Resources and projected career ladder advancements. Changes in operating are due to increases in telephone costs and maintenance service contracts.

Department Projects

Upgrade the current Vesta CPE telephone equipment, advance technologies with Voice over IP (VOIP) and continue to prepare for deployment of Next Generation 9-1-1. Staff continues to work regionally with the City of Staunton and the City of Waynesboro to enhance the radio communications in Augusta County to a P25 digital platform. Staff is continuously working on training programs, dispatcher testing, employee appreciation and career

development. Staff plans to Improve and upgrade our Emergency Medical Dispatch (EMD) program and develop a more robust quality assurance program. The department will work to begin partnerships with Augusta County Schools and Valley Career and Technical Center to educate and promote the career of public safety dispatching.

Performance Measurement Results

In FY 2021, with a 98 percent rate, Augusta ECC met the National Emergency Number Association (NENA) standard of 90 percent of 9-1-1 calls answered within 10 seconds. With a 99 percent rate, Augusta ECC met the NENA standard of 95 percent of 9-1-1 calls answered within 20 seconds. While the agency did see some improvement, staff vacancies continued to be a challenge in FY 2021 due to the difficulty with hiring sufficient numbers of qualified applicants, the long lead time of training newly hired public safety communicators and retaining trainees. While successfully maintaining a prudent and disciplined management of financial resources, the agency was still required to meet minimum operational staffing using overtime expenditures. Augusta ECC anticipates making progress in FY 2023 with retaining staff and training new public safety communicators to reduce its dependence on overtime and improve the cost efficiency of its operations.

	FY2018-2019 Actual	FY2019-2020 Actual	FY2020-2021 Actual
Total calls for service: Fire	8,174	7,721	7,838
Total calls for service: Rescue	11,881	11,710	12,193
Total calls for service: Law Enforcement	66,218	68,384	72,312
Emergency medical dispatch calls	322	381	314
Processing incidents	104,471	109,285	114,251
Processing calls for service (call taking)	106,068	132,674	131,545
Work performance: time call received until finished	1:57	1:48	1:41
Total calls for Alarms	1,730	1,468	1,573

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

- (7) Searches**
- (29) Working Structure Fires**
- (14) Gunshots wounds**
- (73) Deaths**
- (235) Suicide and Attempts**
- (303) Structure Fires**
- (416) Unresponsive patients**
- (4127) Motor Vehicle Crashes includes Police, Fire and EMS responses**
- (29) Traumatic Events: Falls, Industrial, Sports Injuries, Amputations, Farming & ATV crashes**

Contact Information:

Anthony B. Ramsey, Director
 Amanda G. Irvine, Operations Manager

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

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

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

**31040-EMERGENCY COMMUNICATIONS CENTER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
3110 - CONTRACTUAL PROFESSIONAL SERVICES							
Operational Medical Director \$350 per month	\$ 4,200 \$	4,200	\$ 4,200 \$	4,200 \$	4,200 \$	4,200 \$	-
3320 - MAINTENANCE SERVICE CONTRACTS							
Dictaphone - Blue Ridge Voice Data (5 yrs Maint.) 2017	\$ 2,126 \$	2,126	\$ 290,000 \$	290,000 \$	304,298 \$	290,000 \$	14,298
Central Square- SQL - CAD Software	\$ 58,450 \$	58,450					general cut
Motorola - Public Safety Radio Communications Infrastructure	\$ 199,557 \$	199,557					
CodeRed- Public Notification System\$14,000 for 3 yrs	\$ 14,000 \$	14,000					
Command Bus and ECC Radio Maintenance RIOS	\$ 3,150 \$	3,150					
UPS - 1/2 of the cost-replaced (2) year warranty 2018	\$ 4,189 \$	4,396					
Medical Priority cardset and updates	\$ 600 \$	1,000					
Barricuda / HP Server Maintenance	\$ 7,205 \$	7,205					
File Maker Maintenance	\$ 864 \$	900					
PageGate Inc- Alpha paging	\$ 400 \$	400					
SHI International	\$ 4,721 \$	4,721					
E-Schedule Software - Staff scheduling Annual costs	\$ 2,250 \$	2,500					
Clear Communications- Misc Maintenance cost -	\$ 3,500 \$	3,500					
Maintenance Contract Copier - SVOE / Leaf	\$ 2,000 \$	2,000					
	\$ 303,012 \$	303,905					
5100 - UTILITIES SERVICES (TOWER SITES)							
Dominion Electric Acct # 2179422544 Massanutten Mtn	\$ 3,000 \$	3,000	\$ 11,500 \$	11,500 \$	11,500 \$	11,500 \$	-
Deerfield Electric Meter Shen Valley Electric #53416-035	\$ 3,000 \$	3,000					
Devil's Knob Electric Meter Central VA Electric #...-001	\$ 3,000 \$	3,000					
Troxel Gap Shen Valley Electric Meter Acct# 53416037	\$ 2,500 \$	2,500					
	\$ 11,500 \$	11,500					
5201 - POSTAL SERVICES							
Postal Mailings and Alarm Billings	\$ 715 \$	715	\$ 715 \$	715 \$	715 \$	715 \$	-
5203 - TELEPHONE SERVICES							
Century Link Maintenance 2P478700	\$ 63,612 \$	66,793	\$ 275,000 \$	278,000 \$	417,355 \$	275,000 \$	142,355
Verizon (Hardware, CPE and Equipment) Acct#000012246174 21	\$ 76,360 \$	80,178					cut priority dispatch software and implementation
Verizon Maintenance Agreement Yearly Acct#000012246174 21	\$ 16,157 \$	16,965					
Intrado TXT2911 1X-\$3250. Recurring \$6245	\$ 9,495 \$	6,245					

**31040-EMERGENCY COMMUNICATIONS CENTER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
Verizon Radio Circuits Acct#000015174011 52/650.033.005.0001.08	\$ 4,160	\$ 4,368					
Verizon Wireless 9833637084	\$ -	\$ -					
Verizon Wireless Acct# 9814223687 / 252.373.680.0001.36	\$ 2,220	\$ 2,330					
Verizon Wireless Acct#642173722-00001 Command Bus lines	\$ 850	\$ 900					
Verizon 000982294836 19Y (EOC lines)	\$ 1,720	\$ 1,800					
Verizon Wireless Cradlepoint Command Bus #9816261398	\$ 2,016	\$ 2,100					
Verizon Rockbridge Circuit & Century Link Acct#R101077999-10222 & 10253/ #540 M52-0091 841	\$ -	\$ -					
Verizon Acct 540 M55-0139 245 Mt Solon T-1	\$ 9,500	\$ 9,975					
Verizon South Acct# 000130627975 12Y/ 951.668.138.0001.31	\$ 6,892	\$ 6,892					
Verizon 000130633673 49Y 540-433-5908	\$ -	\$ -					
Verizon Centrax Lines Acct #000012246170 09 Mt	\$ -	\$ -					
Solon#44.DHDA276648.VA	\$ 20,118	\$ 21,123					
AT&T Long Distance 054 285 2600 001 (943-1315)	\$ 850	\$ 850					
MGW Deerfield T-1 Service (375.00 T1) Acct#00000000059&...56&02354	\$ 15,750	\$ 15,750					
Shentel Mt Solon T-1 Service North River Acct#000002053&...02059ECC (Fire) 0000145561	\$ 16,814	\$ 17,025					
New Hope Acct #00000001577	\$ 4,300	\$ 4,300					
NRTS / Lumos / Med Channels	\$ -	\$ -					
Acct#102040481,100900238,101637972	\$ 15,000	\$ 15,000					
Mobil Satellite Tech./Phone Service Acct# 356015	\$ 3,912	\$ 4,107					
Satellite Service/ Direct TV Acct# 037981308 Command Vehicle	\$ 1,500	\$ 1,500					
Reverse 9-1-1 Updates Acct#000987865880 73	\$ 395	\$ 395					
Treasurer of Va Acct# T262096 & 3015	\$ 400	\$ 400					
Dispatcher Headsets and accessories	\$ 6,000	\$ 4,500					
9-1-1 Network Control Modem Acct# 252.369.159.0001.44	\$ 3,500	\$ 3,500					
VCIN Circuit	\$ 4,200	\$ 4,200					
Language Line	\$ 2,000	\$ 3,000					
AT & T First Net Acct# 58411606	\$ 1,460	\$ 1,460					
Carolina Digital Phone / Switchboard	\$ 2,000	\$ 2,000					
Mackay Communications	\$ 490	\$ 490					
Advance Telephone	\$ 2,500	\$ 2,500					
Priority Dispatch PRO QA EMD/EPD/EPD Software/implementation	\$ -	\$ 116,709					
	\$ 294,171	\$ 417,355					
5305 - MOTOR VEHICLE INSURANCE							
Vehicle - \$ 620.00 Inland Marine \$307,009 /100 * 08=\$245	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,358	\$ 1,900	\$ 1,400	\$ 500
Mileage 6107 2006 Freightliner							cut vehicle
Vehicle(requested surplus) - \$500/ \$250 Deductible	\$ 500	\$ 500					
	\$ 1,900	\$ 1,900					

**31040-EMERGENCY COMMUNICATIONS CENTER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
5400 - COMMUNICATIONS SITE LEASE							
	\$ 20,000	\$ 20,000	\$ 142,000	\$ 142,000	\$ 148,251	\$ 148,251	\$ -
	\$ 17,580	\$ 18,876					
	\$ 2,500	\$ 2,500					
	\$ 12,000	\$ 13,800					
	\$ 43,075	\$ 43,075					
	\$ 50,000	\$ 50,000					
	\$ 145,155	\$ 148,251					
5501 - TRAVEL EXPENSES							
	\$	\$	\$ 2,800	\$ 2,800	\$ 4,100	\$ 3,200	\$ 900
							general cut
Current 3,000 grant awarded for training FY22 & FY23							
	\$ 1,000	\$ 1,000					
	\$ 2,000	\$ 2,000					
	\$ 1,000	\$ -					
	\$ 800	\$ 800					
	\$ 300	\$ 300					
	\$ 5,100	\$ 4,100					
5881 - DUES & SUBSCRIPTIONS							
	\$ 285	\$ 345	\$ 1,212	\$ 1,212	\$ 1,272	\$ 1,272	\$ -
	\$ 237	\$ 237					
	\$ 300	\$ 300					
	\$ 50	\$ 50					
	\$ 240	\$ 240					
	\$ 100	\$ 100					
	\$ 1,212	\$ 1,272					
6001 - OFFICE SUPPLIES							
	\$ 3,500	\$ 3,500	\$ 7,500	\$ 7,500	\$ 8,000	\$ 7,500	\$ 500
	\$ 750	\$ 750					general cut
	\$ 2,500	\$ 3,000					
	\$ 280	\$ 280					
	\$ 375	\$ 425					
	\$ 7,405	\$ 7,955					

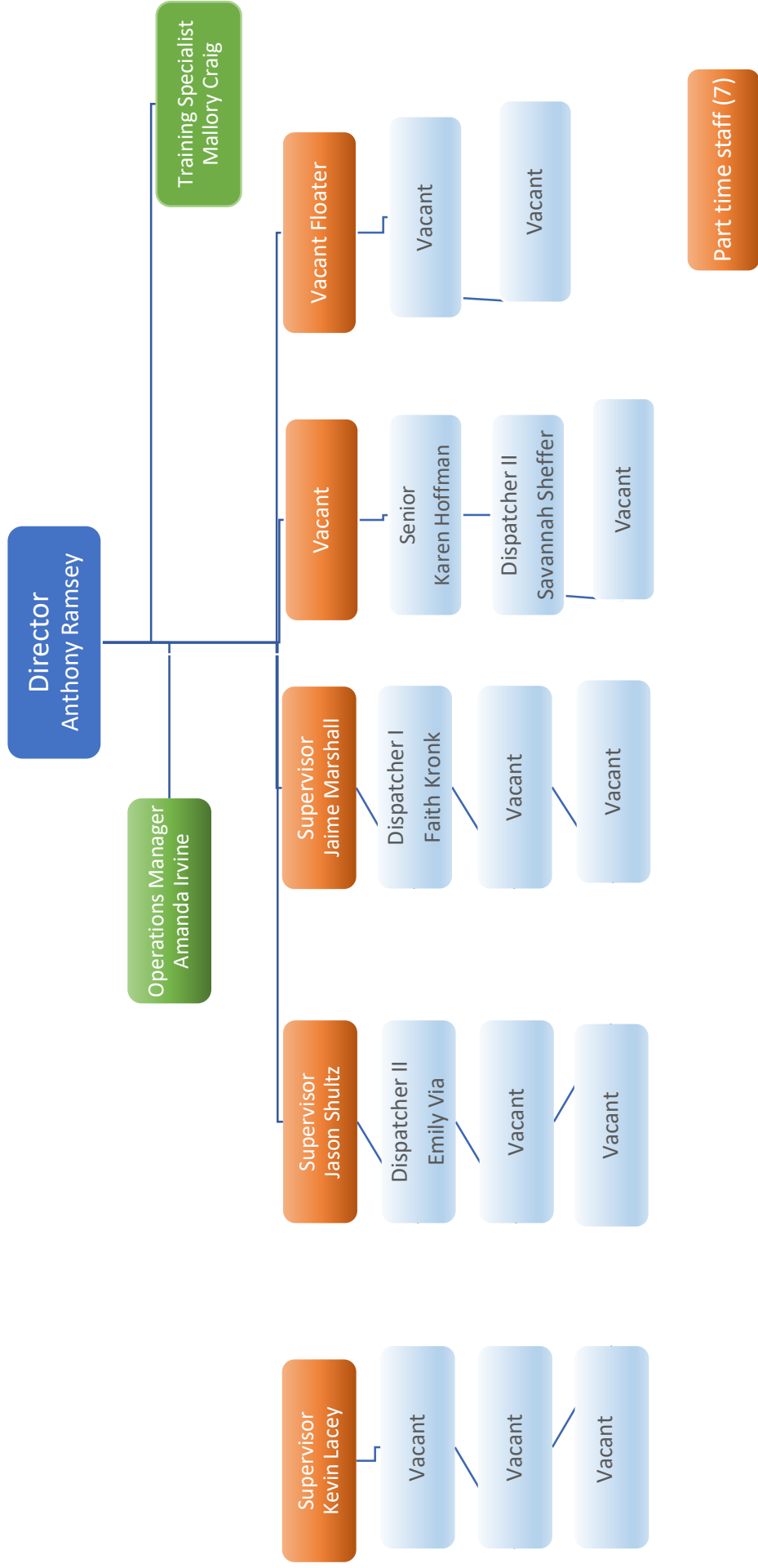
**31040-EMERGENCY COMMUNICATIONS CENTER
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
6007 - MAINTENANCE SUPPLIES							
Routine Maintenance (radios, batteries etc.)							
Radios are out of warranty - Maintenance costs							
	\$	2,000 \$	2,000 \$	2,000 \$	2,000 \$	1,000 \$	1,000 general cut
6008 - VEHICLE & POWER EQUIPMENT FUEL							
Unit # 1200 VA Lic/131-535L Mobile Command Unit							
Mileage 6060 2006 Freightliner (over 15 years old)							
Explorer(requested take home vehicle) - fuel							
	\$	350 \$	200 \$	200 \$	1,000 \$	300 \$	700 cut vehicle
	\$	500 \$	700				
	\$	850 \$	1,000				
6009 - TRANSPORTATION - VEHICLES							
Routine Maintenance & State inspection Mobile Command Unit							
Explorer - Maintenance							
	\$	350 \$	1,200 \$	1,200 \$	700 \$	700 \$	-
	\$	350 \$	none spent to date				
	\$	700 \$	700				
6011 - WEARING APPAREL							
Clothing Allowance							
	\$	1,500 \$	1,000 \$	2,000 \$	3,000 \$	2,500	\$500 general cut
6013 - EDUCATION & TRAINING MATERIALS							
Materials for Educating the Public and Students							
	\$	500 \$	400 \$	400 \$	1,200 \$	1,000 \$	200 general cut
6015 - EMERGENCY MANAGEMENT EXPENSE							
moved to 033050 FY22 Revised							
	\$	- \$	1,000 \$	- \$	\$	- \$	-
7002 - C.S.C.J.T.C. - ASSESSMENT							
Academy Fees \$ 620.00 per person							
Current Staff 10							
	\$	11,160 \$	11,160 \$	11,160 \$	6,200 \$	6,200 \$	-
	\$	- \$					
	\$	11,160 \$	6,200				
	\$	15,900					
	\$	3,500					
	\$	30,525					
	\$	49,925					
8001 - EQUIPMENT							
Digital Vehicle Repeater							
New Cradle Point Hardware in Command Bus							
Department Vehicle - Ford Explorer AWD/Tow Package							
	\$	- \$	- \$	- \$	49,925 \$	3,500 \$	46,425 cut vehicle
	\$	15,900					
	\$	3,500					
	\$	30,525					
	\$	49,925					

**31040-EMERGENCY COMMUNICATIONS CENTER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
\$	- \$	- \$	- \$	- \$	- \$	- \$	- \$
\$	753,287 \$	756,245 \$	756,245 \$	965,616 \$	758,238 \$	207,378	
\$	1,437,667 \$	1,420,069 \$	1,420,069 \$	1,533,294 \$	1,519,092 \$	14,202	
\$	2,190,954 \$	2,176,314 \$	2,176,314 \$	2,498,910 \$	2,277,330 \$	221,580	
Personnel includes Pay and Reclass by HR							

Emergency Communications Center Organizational Chart



Fire-Rescue

(Career, Volunteer, Training)

Mission:

“Committed to serve and protect our citizens and visitors through the delivery of all fire protection, emergency medical, education, and public safety 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:

Administrative

- 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.
- Provide the highest quality all hazards emergency services to Augusta County citizens and visitors by working collectively with our internal and external stakeholders.
- Ensure the safety of our career and volunteer personnel through implementation of best practices and industry standards.
- Develop and implement strategic planning to evaluate current and future staffing, capital, operational, service delivery, and infrastructure needs for our citizens and visitors.
- Implement critical infrastructure replacement plan through our strategic planning process.
- Promote professional development and training opportunities for all personnel, career and volunteer, with regard to all aspects of Fire, EMS and leadership.
- Improve communication, coordination and follow-up with volunteer leadership.
- Address Recruitment and Retention by implementing programs that allow growth in our department, along with external partners to increase awareness as well as the pool of possible employees.
- Marketing the organization to both the public and future fire and EMS providers. We want the public to know what service we provide to them and we want ACFR to be the place people are lining up to work.
- Develop and implement a recognition program for both career and volunteers.
- Continue to play an active role in researching and applying for grants to help cover budget shortfalls and keep our equipment and apparatus up to current day technology.
- Streamline our recordkeeping software: currently using target solutions, which keeps up with OSHA Compliance, EMS Regulations, new hires, Federal Laws, and HIPPA.

- Continue to provide administrative and operational oversight and support to our combination volunteer/career system, focusing on customer service and teamwork in service delivery.
- Continue to provide data to administration regarding Augusta County Fire-Rescue's current and future abilities to meet public safety needs for fire, EMS, and specialized response. (Hazmat/Technical Rescue).
- Continue to work collectively with our regional partners in specialized operations and maintain as much consistency as possible regarding shared response, equipment, and operational procedures.
- Actively communicate recommendations to elected officials with regard to mandates, requirements, and regulations that are handed down through federal and/or state mandates that are applicable to all aspects of emergency services.
- Continue to monitor career, training, and volunteer appropriated budgets. Provide budgetary recommendations and evaluate service delivery needs with regard to fire, EMS, and special operations in order to assure the most efficient and cost effective services are provided to those we serve in their time of need.
- Foster and sustain partnerships with volunteer agencies to ensure service delivery to the citizens and visitors are met.
- Continue to evaluate current and future resource deployment of personnel, as well as needs associated with infrastructure and apparatus.

Operations

- Continue to evaluate staffing needs to provide adequate service to meet the NFPA 1710 and 1720 standards for firefighter/EMT safety and to meet the service delivery demands.
- Continue to evaluate for the needs to implementing additional phases of the EMS Provider project.
- Provide dedicated personnel to specialty units – Squad 10 and Truck 11 – to ensure highly skilled staffing at all times.
- Continue to support department wide wellness and fitness program.
- Implement an Incident Safety Officer program for response to working incidents, technical rescues, hazardous materials events, Mass Casualty Incidents, and other similar events.
- Continue to support, mentor, and build upon teamwork with career and volunteer operations in providing manpower and assuring public safety needs are met.
- Continue to partner in research, providing recommendations on the development of common general orders, procedures, and policies countywide and regionally.
- Continue to focus on professional development, training, improving service delivery and working toward meeting personal and departmental goals.
- Continue our partnership with our regional partners to provide for Special Operations such as; Hazmat, Confined Space, Technical Rescue, Heavy Rescue, and Truck Operations.
- Maintain Continuous Quality Improvement Plan (CQIP) to establish a department wide process and provide an effective tool for evaluating and improving the quality of prehospital care.
- Formalize and fund ACFR EMS FTO Program.
- Advanced the department's EMS program and EMS Supervisor program to advance the clinical practice of prehospital emergency care.
- Provide field personnel with modern EMS equipment for the delivery of quality prehospital emergency care including the introduction of next generation cardiac monitor/defibrillators, infusion pumps, mechanical ventilators, and telemedicine and alerting technology.
- Maintain a fleet of ambulances designed to provide a safe working environment for personnel while being equipped with modern, state-of-art resuscitation equipment and tools. Ensure fleet is maintained to maximize the serviceable life of each ambulance and provide for reserve ambulances that remain

mechanically viable and reliable when they are utilized in active duty in place of ambulances that are being serviced or repaired.

- Continue to provide support both to internal and external customers during the Coronavirus pandemic. This shall include protection of our workforce, support for community vaccination programs, and community based education.
- Continue to evaluate equipment because of new technology; work collectively to standardize equipment for cost efficiency

Training

- Provide/support initial training, continuing education, and professional development of career and volunteer personnel through accredited EMS Education Program at the EMT and Advanced EMT levels
- Add an additional Fire Training Lieutenant to the Training Division staff in order to have the ability to provide additional training opportunities outside of the night Fire Academy and the continual Recruit Schools. There is currently no fire training provided for volunteer or career staff beyond entry level courses.
- Add an additional ALS trainer to the Training Division staff and developing a training plan to address current gaps in the delivery of EMS education to personnel.
- Work towards a standing process for the Training Division staff to run emergency calls to provide additional manpower and evaluate operational challenges, leading to training needs, as they are available.
- Continue to evaluate training needs and enhance training opportunities for volunteer and career, with primary focus on building and maintaining baseline operational knowledge, skills, and abilities.
- Continue to partner with local, regional, and state agencies to provide a variety of training classes, building on basics of operations and leadership.
- Re-establish a Training Advisory Work Group to determine annual Department of Fire Programs funded training courses for upcoming cycle, as well as plan for future training needs.
- Provide Administration updates on changes in policies and/or procedures that affect us locally with state agencies such as; Virginia Department of Emergency Management, Department of Fire Programs, VAOEMS, etc.
- **Implement Firefighter training and apprenticeship program with Valley Career and Technical Center and continue to support the EMT Program.**
- **Continue partnership with other Central Shenandoah Valley Fire / Rescue agencies to support regional career fire / rescue recruit academy to provide pool of new candidates within ACFR.**

Budget Summary:

Career Budget 32010:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$7,670,371	\$7,765,802	\$9,306,690	\$9,651,645	24.3%
Operating	792,144	907,981	\$1,011,069	\$1,047,187	15.3%
Total	\$8,462,515	\$8,673,783	\$10,317,759	\$10,698,832	23.3%

*Changes in personnel a due to a pay and reclass study by HR. FY22 revised personnel includes 15 additional positions approved by the Board of Supervisors. Changes in operating is due to increased costs over several line items and the addition of personnel in FY22.

Volunteer Budget 32020:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$2,133,806	\$1,909,897	\$1,911,435	\$1,952,919	2.3%

*increase includes a 2% on base for volunteer agencies.

Training Budget 32030:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$311,113	\$335,994	\$381,291	\$412,314	22.7%
Operating	152,626	269,082	\$215,415	\$210,845	-21.6%
Total	\$463,739	\$605,076	\$596,706	\$623,159	3%

*Decrease in operating is due to AFG grant funding that was allocated in FY22 but was spent in FY21. Increase in personnel is due to a pay and reclass study by HR.

Budget Highlights:

- Reclassification of three (3) Lieutenants to Operational Captains.
- Fully fund the addition of the EMS FTO program and AEMT incentive upgrade.
- Increase Firefighter/EMT part-time rate.
- Reclassify the Training Specialist from Grade 23 to Grade 24.
- Increase Instructor part-time rate.
- Additional staff positions within the Training Division.
- Volunteer budget includes 2% increase on base contribution plus a 5% inflation for the agencies and maintain key initiatives such as the hybrid insurance program and the new countywide SCBA program.

Service and Performance Measures:

Item	Calendar Year 2021 Actual
Fire Department Emergency Dispatches	7,957
Rescue Squad Emergency Dispatches	13,498
Calls Turned Over to Next Due Agencies	967
Volunteer Personnel	650
Career Personnel	125

Accomplishments:

- Career Development funded and implemented.
- Completed another successful Regional Recruit Academy.
- Implemented EMS only program consisting of 16 personnel on a 24/72 hour shift covering Craigsville and Weyers Cave.
- Training Center site is in progress.
- Ventilator – The four new Zoll ventilators were fully deployed to the field (EMS Supervisor, Station 11, Station 18/26 and Station 25). Ventilators were used to provide invasive and non-invasive ventilatory support 57 times. Cases included resuscitated cardiac arrests, respiratory arrests, COPD exacerbation, congestive heart failure and COVID-19 respiratory failure.

- Upgraded all pulse oximeters to high quality Masimo RAD-57 devices. The upgrade provides for better bedside diagnostics. The devices also allow the EMS provider to measure oxygen saturations on pediatric patients at the bedside.
- Placed one 2020 PL Custom Classic 170" ambulance mounted on a 2021 Ford F450 gas 4x4 chassis in service.
- M18™ ROCKET™ LED Tower Light/Charger Kit were deployed to all ambulances. EMS crews routinely need to resuscitate patients in poorly-lit. The light tower provide a portable lighting solution that provides an better working environment for medical treatment.
- Community COVID vaccinations – Seven ACFR employees served as EMS vaccinators. The group collectively worked at 31 vaccination clinics conducted in Augusta County during the year. The team also provided vaccination through the Mobile Vaccine Provider program.
- COVID-19 Mitigation – The department’s infection control team provided dedicated management of COVID-19 including management and monitoring of infected and exposed employees, contact tracing for all COVID-19 exposures, administration of clinical care guidelines, and provision of personal protective equipment. During 2021, the infection control team provided mandatory infectious disease direct notifications to department personnel for 892 patient cases and managed 117 exposure cases.
- Regional COVID-19 Surge/Crisis Standards of Care Task Force – ACFR chaired the regional Staunton/Augusta/Waynesboro task force. The task force systematically manages and adapts resources, capabilities and procedures to provide maximum benefit to the public’s health in response to varying surges in demand in the catchment area of Augusta Health, including the Staunton, Augusta and Waynesboro localities.

Contact Information:

Greg Schacht, 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-CAREER
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
3110 - PHYSICALS							
Yearly required physicals (\$650 each) (est. 8 without Co. insurance)							
Turnover (15 employees)		7,150 \$	5,200				
Drug Alcohol Random Testing - \$300/month		9,750 \$	9,750				
Respiratory fit & quantifit computerized system (\$35 x 104 = \$2,080)		3,600 \$	3,600				
New Employees - 15 Positions		2,080 \$	2,080				
		9,750 \$	-				
		32,330 \$	20,630				
				22,580 \$	20,630 \$	20,630 \$	
				45,000 \$	45,000 \$	45,000 \$	
3120 - PROFESSIONAL SERVICES OMD							
Per Contract with Dr. Just and Dr. Brand(new 2021)		40,000 \$	45,000				
				40,000 \$	45,000 \$	45,000 \$	
3310 - REPAIRS & MAINT - CONTRACTUAL							
Rescue Tool(s) PM - \$5000 + \$1800		6,800 \$	6,800				
HVAC - All Stations		2,830 \$	2,830				
Pump Testing		2,600 \$	3,200				
PM - DO/EMS		1,500 \$	2,250				
PM - Ambulances		6,000 \$	11,000				
PM - Fire Apparatus		17,250 \$	26,000				
Air Analysis - \$415		415 \$	500				
Multitech Gateway Verizon Modems (12*\$299)		3,600 \$	3,588				
Aerial Testing - \$800 EA		1,600 \$	2,000				
Hydrant testing & Ladder Testing (Waterway) - (Career Engines)		6,500 \$	6,500				
		42,295 \$	64,668				
				49,095 \$	64,668 \$	64,668 \$	
				81,279 \$	103,914 \$	103,914 \$	
3320 - MAINTENANCE SERVICE CONTRACTS							
Plymvent (Air Specialist) PM - \$2,200		2,200 \$	2,500				
Hawk Security (RVFD Alarm) - \$300		300 \$	300				
Intranet (MTS) - \$3000		3,000 \$	3,000				
Overheads Door Maintenance - \$4,000		4,000 \$	4,000				
Dodson (Pest Control) - \$6240		6,240 \$	6,240				
Medical Waste Removal - Career Stations (4)		3,168 \$	3,168				
Stryker Medical Equipment Maintenance and Service Plan		22,401 \$	34,610				
Stryker ProCare Maintenance, Service Plan		11,904 \$	15,696				
Water Separator (RVFD) Annual cleaning - Safety Kleen - \$1,500		1,500 \$	1,450				
Cintas (Reusable items at all 4 locations)		16,800 \$	20,000				
Power Connection (R16 Generator) - \$220		250 \$	250				
RL Meadows - Security System Annual Maintenance		3,600 \$	3,600				
SVOC - Copiers at Co 10 & Co 11		1,680 \$	2,484				
C&P Disposal - R16		936 \$	936				

**32010-FIRE DEPARTMENT-CAREER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommend
Waynes Oxygen - Co 10	\$ 60	\$ 60					
AVL Server Host License - \$2640	\$ 2,640	\$ 2,640					
AVL MCT Client License - \$600	\$ 600	\$ 600					
Zoll Z Vent Preventative Maintenance - \$2,380	\$ -	\$ 2,380					
	<u>\$ 79,079</u>	<u>\$ 103,914</u>					
5201 - POSTAL SERVICES							
All mailings of department and Officers Association	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -
5203 - TELEPHONE SERVICES							
Office Phones/lines	\$ 10,000	\$ 10,000	\$ 30,622	\$ 30,622	\$ 30,630	\$ 30,630	\$ -
Cell Phones/lines	\$ 4,992	\$ 5,000					
AVL Services	\$ 12,600	\$ 12,600					
Data Services	\$ 680	\$ 680					
Phone Cases and misc	\$ 350	\$ 350					
Fire Apparatus Data Plan	\$ 2,000	\$ 2,000					
	<u>\$ 30,622</u>	<u>\$ 30,630</u>					
5305 - MOTOR VEHICLE INSURANCE							
ACFD, PLYS, Craigsville Rescue, Deerfield & Admin	\$ 38,000	\$ 39,140	\$ 38,000	\$ 38,000	\$ 39,140	\$ 39,140	\$ -
5508 - ACCIDENTAL AND SICKNESS INSURANCE - CAREER							
<i>This is a new line in the career - for accidental injuries & sickness that is not covered by workers comp but happens on the job</i>	\$ 124,985	\$ 125,000	\$ -	\$ -	\$ 125,000	\$ -	\$ 125,000
5651 - CONTRIBUTION - L.E.P.C.							
Local Emergency Planning Commission contribution	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5801 - DUES & SUBSCRIPTIONS							
VIAI\$180; VFPA\$140; CFO Renewal \$675	\$ 995	\$ 2,360	\$ 20,627	\$ 20,627	\$ 21,815	\$ 21,815	\$ -
Misc-\$500;IAFC \$250;VFCA-\$500; VAVRS & VFFA \$1000	\$ 2,250	\$ 2,250					
Active 911 Subscription- (145 FT/40PT/turnover) - \$12.50 ea.	\$ 1,813	\$ 1,875					
Target Solutions Annual Subscription - \$13,510	\$ 13,649	\$ 13,650					
Zoom-8 accounts	\$ 1,920	\$ 1,680					
	<u>\$ 20,627</u>	<u>\$ 21,815</u>					
6001 - OFFICE SUPPLIES							
Office supplies for Admin office/stations	\$ 8,000	\$ 16,700	\$ 8,000	\$ 13,500	\$ 16,700	\$ 16,700	\$ -
6007 - REPAIRS & MAINT. SUPPLIES - BLDGS							
Station Supplies - Station 10 (alerting system, parking lot, bay lights)	\$ 22,504	\$ 22,503	\$ 43,104	\$ 81,192	\$ 65,838	\$ 27,750	\$ 38,088
Station Supplies - Station 25 (bay lights, strip & wax floor)	\$ 10,750	\$ 9,250					station 10 repairs to revised
Station Supplies - Station 16 (exterior: paint/landscape/outbuilding)	\$ 16,750	\$ 18,500					station 11 repairs to revised
Station Supplies - Station 11 (Stucco Repair, Landscaping, AirVac Filters)	\$ 13,100	\$ 15,585					
	<u>\$ 63,104</u>	<u>\$ 65,838</u>					

**32010-FIRE DEPARTMENT-CAREER
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
6008 - VEHICLE & POWERED EQUIP. - FUEL							
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	
	\$ 76,000 \$	90,000	\$76,000 \$	90,000 \$	90,000 \$	85,000 \$	5,000 general cut
6009 - APPARATUS/EQUIP - MAINT & REPAIRS							
Detailed attached - maintenance	\$ 163,200 \$	166,850	\$156,250 \$	156,250 \$	213,190 \$	183,190 \$	30,000 cut truck 106 cont.
New Projects/Upgrades: LED Lighting for Squad 10	\$10,500 \$	13,000					
Verizon Connect - Fleet Management Telemetry	\$4,329 \$	240					
Mud Flaps (Customized E101, E111 & T11)	\$ 3,100	3,100					
Truck 106 Contingency	\$ 30,000	30,000					
	\$178,029 \$	213,190					
6010 - ADMIN VEHICLE MAINT & REPAIRS							
	\$ 12,340 \$	10,000	\$5,800 \$	5,800 \$	10,000 \$	8,000 \$	2,000 general cut
6011 - WEARING APPAREL							
Daily work uniforms for full time and part time	\$ 27,500 \$	31,000					
Annual Full-Time Allotment	\$ 2,500 \$	2,500					
Annual Part-Time & Volunteer Allotment	\$ 15,000 \$	15,000					
Potential Turnover (15 employees - at a cost of \$1000 each)	\$ 7,800 \$	8,550					
Replacement Boots (20 pairs)	\$ 4,000 \$	4,000					
M&C	\$ 15,000	18,000					
Class A Uniforms (Emp. Per Guidelines)	\$ 71,800 \$	79,050					
New Positions Operations (15)							
	\$ 57,960 \$	90,000	\$90,000 \$	90,000 \$	90,000 \$	90,000 \$	-
EMS Supplies	\$ 53,811 \$	-					
PPE Needs	\$ 14,868 \$	-					
1 new Stryker Power Pro XT Cot (Capital Replacement?)	\$ 6,294 \$	-					
Batteries for Stryker PowerLOAD Cots	\$ 132,933 \$	90,000					
6012 - EMS SUPPLIES							
Full sets of PPE (30)	\$ 99,000 \$	103,125	\$62,250 \$	62,250 \$	201,125 \$	98,000 \$	103,125 cut PPE use ARPA Funds
Turnover/New Hires/Recruits (15 sets)	\$ 49,500 \$	61,875					
Projected Gear Repairs	\$ 3,000 \$	2,000					
Particulant Hoods & Structural Gloves (50)	\$ 7,750 \$	3,500					
Misc	\$ 2,000 \$	2,000					
Flashlights (20)	\$ 1,500	1,500					
Helments (25)	\$ 13,125	13,125					
Structural Boots (35)	\$ 14,000	14,000					
New Positions Training (2)	\$ 6,600 \$	-					
New Positions Operations (15)	\$ 49,500 \$	-					
	\$ 118,350 \$	201,125					

**32010-FIRE DEPARTMENT-CAREER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommends	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
6015 - EMERGENCY SEARCH/RESCUE SUPPLIES							
Equipment Needs			\$32,000 \$	32,000 \$	37,650 \$	32,000 \$	5,650 general cut
PPE	\$ 27,826 \$	7,650					
	\$14,800 \$	30,000					
	\$ 42,626 \$	37,650					
8001 - EQUIPMENT			\$54,824 \$	59,324 \$	81,210 \$	65,000 \$	16,210 general cut
Communications:							
Fire Apparatus Antennas (\$1500), Headset Parts (\$1,500) Knox Box (\$2,400)	\$ 7,410.00	5,400					
Station Alerting (\$1500), Headsets (\$5,300) Knox Box (\$9,600)	\$ 16,400 \$	-					
Portable Batteries (\$7,560), Pager Batteries (\$540),	\$ 8,100 \$	-					
Cache (\$2,100)(Clips/Ancillary Items/Misc)	\$ 2,010 \$	2,010					
Small Equipment:							
FAST Boards - T11 & SQD10 - \$5,000	\$ - \$	-					
TruFuel and misc repairs and maintenance - \$2,000	\$ 5,000	2,000					
Milwaukee M18 Batter Powered Chain Saws	\$ 1,000	1,000					
Misc. chains and saw blades	\$ 2,000	19,500					
Hose (E112)	\$ 300	300					
Large Stickers for Truck 11 Bucket	\$ 14,000	14,000					
Misc. other expenses (unforseen)	\$ 2,000	2,000					
Tool Box and Additional Tools Station 11	\$ 27,000	27,000					
Thermal Imaging Cameras (TIC) - (3)	\$ 3,000 \$	-					
Backup Camera's for Apparatus - \$3,000	\$ 2,000 \$	-					
Tool box and additional tools for FS11 - \$2,000	\$ 2,500 \$	-					
TruFuel and misc repairs and maintenance - \$2,500	\$ 20,500 \$	-					
Bullard QXT TICs (3 camera's and 4 chargers)	\$ 1,386 \$	-					
High Visibility Ladder Wraps (14 ladders)	\$ 13,180 \$	-					
Hose (E112 & E102)	\$ 1,922 \$	-					
Task Force Tip Valves / Adapters	\$ 196 \$	-					
Diablo Sawzal Blades	\$ 340 \$	-					
Electric Lock Pick Guns (2)	\$ 2,000 \$	-					
Misc. hardware/tile/holders, etc. for small equipment carried on reserve engines	\$ 1,890 \$	-					
True North L3 RIT Bags (7)							

**32010-FIRE DEPARTMENT-CAREER
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
RIT Bags							
Other:	\$ 1,900						
Passport Tags	\$ 1,000	1,000					
	\$ 78,324	81,210					
8002 - FURNITURE & FIXTURES			\$10,000	10,000	20,500	15,000	5,500
Appliance Repair/Replacement	\$ 8,000	8,000					general cut
Furniture Repair/Replacements	\$ 10,000	12,500					
	\$ 18,000	20,500					
8003 - EMS 50/50 GRANT			\$30,000	30,000	30,000	30,000	-
Move to Capital for Ambulance Grant or other 50/50 matches	\$ 30,000	30,000					
Department Total:			\$ 907,981	\$ 1,011,069	\$ 1,386,810	\$ 1,047,187	\$ 339,623
Payroll Total:			\$ 7,765,802	\$ 9,306,690	\$ 10,058,641	\$ 9,651,645	\$ 679,246
Grand Total:			\$ 8,673,783	\$ 10,317,759	\$ 11,445,451	\$ 10,698,832	\$ 1,018,869

Personnel includes Pay and Reclass by HR
Cut all other personnel requests

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
3121 - AUDITING - CONTRACTUAL							
Auditing firm to conduct both 990's and the audits for the volunteer agencies within the County and ACFR, Inc.	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
Conducted new interviews through RFP for year ending 2019	\$ 68,340	\$ 69,707	\$ 68,340	\$ 68,340	\$ 69,707	\$ 69,707	\$ -
3205 - VOLUNTEER FIRE & EMS TRAINING							
Training Benefit is for volunteer agencies in Aug. Co to paid for sending volunteers to training. In County	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
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							
3320 - MAINTENANCE CONTRACTS							
Image Trend (Records Management)	\$ 14,651	\$ 15,100	\$ 83,571	\$ 83,571	\$ 84,772	\$ 84,772	\$ -
TimeClock Annual Maintenance (hardware and software support)	\$ 15,516	\$ 16,000					
Medical Waste Removal (14 stations)	\$ 11,100	\$ 11,100					
CAD Interface - 5% increase	\$ 1,904	\$ 1,904					
Pump Testing - \$10,000	\$ 10,000	\$ 10,000					
Drug/Alcohol Screening for Accidents- \$900	\$ 900	\$ 900					
Hose Testing/Ladder Testing	\$ 28,000	\$ 28,000					
Teamviewer - IT	\$ 500	\$ 768					
ABC View Software - IT for Fire Boundries - \$1,000	\$ 1,000	\$ 1,000					
	\$ 83,571	\$ 84,772					
3800 - STATE ASSIST - FOREST FIRE CONTROL							
Annual payment	\$ 10,750	\$ 10,750	\$ 10,750	\$ 12,288	\$ 12,288	\$ 12,288	\$ -
5203 - TELEPHONE SERVICES							
Internet services for agencies	\$ 22,500	\$ 24,000	\$ 22,500	\$ 22,500	\$ 24,000	\$ 22,000	\$ 2,000
Internet services are increasing for our Shentel locations							general cut
5306 - INSURANCE - CASUALTY & PROPERTY							
Policy renews in April of each year - estimating a 5% increase	\$ 210,000	\$ 220,500	\$ 205,000	\$ 205,000	\$ 220,500	\$ 220,500	\$ -
5308 - ACCIDENT & HEALTH INSURANCE							
Bankers Ins pd annually	\$ 35,775.00		\$ 119,000	\$ 119,000	\$ 125,000	\$ 125,000	\$ -
VACORP pd Quarterly	\$ 78,157.00						
	\$ 113,932.00	\$ 5,697					
Annual premium - Change to a Workers Comp plan (395 Vol) with an Accident & Health in excess of policy (everyone) includes a 2% increase							

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
5602 - MEMBER REIMBURSEMENT - FUEL							
Using this as a recruitment and retention tool							
\$500 per year per member (in county)	\$ 180,000	\$ 160,000	\$ 180,000	\$ 180,000	\$ 160,000	\$ 160,000	
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	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	
5801 - DUES AND SUBSCRIPTIONS							
***** NEW LINE *****							
Text Message Program (Active 911/1amresponding) (\$12.50 per license x 625 volunteers)	\$7,813	\$ 9,000	\$ -	\$ -	\$ 54,000	\$ -	\$ 54,000
Phone APP - Fire and Rescue related	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	cut first due software
ESO - First Due - Software Upgrade	\$7,813	\$ 54,000	\$ -	\$ -	\$ -	\$ -	
6002 - VOLUNTEER RECOGNITION							
Recognition of our volunteer and career system.	\$ 5,000	\$ 5,000	\$ 2,500	\$ 2,500	\$ 5,000	\$ 4,000	\$ 1,000
Over the past two years, we have brought back a miniature							general cut
recognition event. We want to expand on that for this upcoming year							
6003 - MARKETING & RECRUITMENT							
Radio Ads, Brochures, Other Media Items	\$ 5,000	\$ 5,000	\$ 2,500	\$ 2,500	\$ 5,000	\$ 4,000	\$ 1,000
Also wanting to work more closely with Newspapers							general cut
For public awareness							
6012 - EMS SUPPLIES - REHAB							
Replacement of unit pending - Supplies needed for the Rehab Unit and	\$ 2,000	\$ 2,500	\$ 2,000	\$ 2,000	\$ 2,500	\$ 2,000	\$ 500
for large scale emergency operations							general cut
Cancer Prevention Efforts - housed on Rehab (hoods/gloves)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Swoope Fire Company is now getting the vehicle out on more incidents	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	
6013 - FIRE PREVENTION							
Public Materials for schools and multiple	\$ 4,000	\$ 5,000	\$ 4,000	\$ 4,000	\$ 5,000	\$ 4,000	\$ 1,000
functions - the volunteer agencies also							general cut
use supplies from this account							
Augusta County Fair uses about \$2,500 of this							
Smoke alarms are from this account							

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

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
6016 - FOAM REIMBURSEMENT/REPLACEMENT							
Replacement for fire fighting foam and other reusables (booms, staydry, pads, etc.)	\$ 8,000	15,000	\$ 8,000	8,000	15,000	10,000	5,000 general cut
8001 - EQUIPMENT							
Knox Box for new apparatus - (4 @ \$1,170)	\$ 4,680	-	\$ 12,000	12,000	38,015	11,657	26,358 cut TIC
Radio/Pager maintenance and replacement	\$ 16,000	-					
Radio and pager battery replacement (\$750/ agency)	\$ 12,000	-					
Decon Buckets - for volunteer apparatus (\$140 ea. - 2 per agency)	\$ 4,200	-					
Gas Meters 4 Gas & HCN (6 of each)	\$ 7,817						
TIC's Volunteers (\$8,786 ea.) 3 agencies per year	\$ 4,200	26,358					
Decon Buckets - for volunteer apparatus (\$140 ea. - 2 per agency)	\$ 840						
Routers/Misc - maintain wireless in stations	\$ 3,000	3,000					
	\$44,080	\$ 38,015					
	\$ 26,555	28,768	\$ 26,555	26,555	28,768	27,398	1,370
9101 - BRIDGEWATER VOL. FIRE DEPT.							
	\$ 66,186	69,485	\$ 66,186	66,186	69,485	66,176	3,309
9102 - CHURCHVILLE VOL. FIRE DEPT							
9103 - CRAIGSVILLE VOL. FIRE DEPT							
	\$ 53,848	57,161	\$ 53,848	53,848	57,161	54,439	2,722
9104 - DEERFIELD VOL. FIRE DEPT.							
	\$ 78,498	80,248	\$ 78,498	78,498	80,248	76,426	3,822
9105 - DOOMS VOL. FIRE DEPT							
	\$ 66,661	65,046	\$ 66,661	66,661	65,046	61,949	3,097
9106 - GROTTOS VOL. FIRE DEPT							
	\$ 56,961	61,610	\$ 56,961	56,961	61,610	58,676	2,934
9107 - MIDDLEBROOK VOL. FIRE DEPT							
	\$ 40,332	57,822	\$ 40,332	40,332	57,822	55,069	2,753
9108 - RAPHINE VOL. FIRE DEPT							
	\$ 79,861	84,159	\$ 79,861	79,861	84,159	80,151	4,008
9109 - STUARTS DRAFT VOL. FIRE DEPT							
	\$ 86,061	93,084	\$ 86,061	86,061	93,084	88,651	4,433
9110 - VERONA VOL. FIRE DEPT							
	\$ 78,761	89,199	\$ 78,761	78,761	89,199	84,951	4,248
9111 - WEYERS CAVE VOL. FIRE DEPT							
	\$ 13,003	14,871	\$ 13,003	13,003	14,871	14,163	708
9112 - PRESTON L. YANCY STATION							
	\$ 70,361	73,344	\$ 70,361	70,361	73,344	69,851	3,493
9113 - SWOOPE VOL. FIRE DEPT							
	\$ 13,003	13,926	\$ 13,003	13,003	13,926	13,263	663
9114 - WALKERS CREEK VOL. FIRE DEPT							

2% increase in base for all agencies

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

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommendations	Request to Recommendations
<u>9115 - WILSON FIRE STATION</u>	\$ 63,561	67,044	63,561	63,561	67,044	63,851	3,193
<u>9116 - MT. SOLON VOL. FIRE DEPT</u>	\$ 59,736	63,461	59,736	59,736	63,461	60,439	3,022
<u>9117 - NEW HOPE VOL. FIRE DEPT</u>	\$ 61,498	65,075	61,498	61,498	65,075	61,976	3,099
<u>9118 - WINTERGREEN FIRE DEPT</u>	\$ 13,003	13,926	13,003	13,003	13,926	13,263	663
<u>9130 - WINTERGREEN RESCUE SQUAD</u>	\$ 15,103	15,963	15,103	15,103	16,761	15,963	798
<u>9151 - AUGUSTA COUNTY VOLUNTEERS</u>	\$ 17,203	22,116	17,203	17,203	22,116	21,063	1,053
<u>9152 - RIVERHEADS VOLUNTEERS</u>	\$ 55,505	63,604	55,505	55,505	63,604	60,576	3,028
<u>9160 - NON-COUNTY AGENCY CONTRIBUTION</u>	\$ 14,000	14,000	14,000	14,000	14,000	14,000	-
	Department Total: \$		1,909,897	1,911,435	2,099,228	1,952,919	146,309
	Payroll Total: n/a		n/a	n/a	n/a	n/a	n/a
	Grand Total: \$		1,909,897	1,911,435	2,099,228	1,952,919	146,309

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
5652 - CONTRACTUAL TRAINING							
Pay for specialty instructors to come to the area for classes.	\$ 7,500 \$	7,500	6,300 \$	6,300 \$	7,500 \$	6,300 \$	1,200 general cut
5801 - DUES & SUBSCRIPTIONS							
Dues, subscriptions, professional affiliations	\$ 1,170 \$	1,625	1,520 \$	1,520 \$	2,000 \$	2,000 \$	-
Chief Fire Officer Credentialing	\$ 350 \$	375					
New Positions (2)	\$ 580 \$	-					
	\$ 2,100 \$	2,000					
6001 - OFFICE SUPPLIES							
office supplies for training staff	\$ 1,600 \$	1,600	1,600 \$	1,600 \$	1,600 \$	1,600 \$	-
New Positions (2)	\$ 800 \$	-					
	\$ 2,400 \$	1,600					
6005 - JANITORIAL SUPPLIES							
	\$ 300 \$	-	300 \$	300 \$	300 \$	300 \$	-
6007 - REPAIR & MAINTENANCE - BURN BUILDING							
Normal Routine maintenance on building	\$ 3,500 \$	3,500	2,200 \$	5,200 \$	5,500 \$	3,500 \$	2,000 sign to revised general cut
Sign Replacement	\$ 3,500 \$	2,000					
	\$ 3,500 \$	5,500					
6008 VEHICLE & POWERED EQUIP - FUEL							
Increase for additional travel on training vehicles due to daily station trainings	\$ 5,000 \$	-	3,500 \$	3,500 \$	5,000 \$	3,500 \$	1,500 general cut
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	\$ 5,000 \$	-	5,000 \$	5,000 \$	5,000 \$	4,000 \$	1,000 general cut
6011 - WEARING APPAREL							
Wearing apparel for training personnel and P/T instructors	\$ 400 \$	250					
Yearly allotment current employees	\$ 1,000 \$	1,000					
EMT/Recruit Student Apparel	\$ 1,000 \$	1,000					
New Positions (2)	\$ 2,000 \$	-					
	\$ 4,400 \$	2,250	2,000 \$	2,000 \$	2,250 \$	2,000 \$	250 general cut
6012 - EMS SUPPLIES							
EMS Supplies for EMIT classes, CE & AED	\$ 3,500 \$	3,500	29,603 \$	28,403 \$	5,000 \$	5,000 \$	-
Misc. Items	\$ 9,941 \$	1,500					
2 New Airway Trainers torso	\$ 13,686 \$	-					
6 New Airway Trainers, partial	\$ 6,726 \$	-					
1 New Burn Victim Trainer	\$ 750 \$	-					
2 Special Needs Trainers	\$ 34,603 \$	5,000					

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

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
6013 - TRAINING MATERIALS							
video, material needs to train all county personnel							
Textbooks, audio visual aids, and							
EMS Testing	\$ 35,000 \$	35,000	\$ 31,848 \$	31,848 \$	35,000 \$	32,000 \$	3,000
Platinum Planner	\$ 1,848 \$	-					general cut
Upgrade Articulate Account (2)	\$ 1,834 \$	-					
	\$ 2,800 \$	-					
	\$ 41,482 \$	35,000					
6014 - SMOKE & NITROGEN - BURN BUILDING							
Smoke Fluid and Nitrogen Gas	\$ 3,500 \$	3,500	\$ 3,500 \$	3,500 \$	3,500 \$	3,500 \$	-
6015 - SCBA REPAIRS AND MAINTENANCE							
This is for all of the items needed for SCBA							
Maintenance (Compressor & General SCBA Maintenance)	\$ 11,500 \$	12,000	\$ 41,577 \$	41,577 \$	58,625 \$	41,625 \$	17,000
Face Piece Replacement (25 @ \$283.13)	\$ 7,200 \$	3,500					2 SCBA cleaning machines to revised
Mask Wash	\$ 750 \$	750					Cut 1 SCBA cleaning machine
Ultra-Violet (3) SCBA Mask Cleaning Machines	\$ 7,500 \$	12,000					SCBA masks bags to revised
Misc Equipment	\$ 2,000 \$	2,000					
Flow Testing	\$ 12,364 \$	15,000					
Facepiece Test W/PosiChek	\$ 6,363 \$	7,875					
Spectacle Kits (\$95 ea.)	\$ 1,900 \$	500					
New SCBA Mask Bags	\$ 49,577 \$	5,000					
	\$ 58,625 \$	58,625					
8001 - EQUIPMENT							
Misc Equipment (wooden door blocks, plywood, drywall)	\$ 1,500 \$	2,500	\$ 62,167 \$	5,400 \$	4,500 \$	4,500 \$	-
Utility Sink	\$ 300 \$	1,000					reduced as Grant was completed in FY21
Ruth Lee Dummy (1-Fire Class)	\$ 1,980 \$	1,000					
AFG GRANT EQUIPMENT FY21/FY22 (Grant 81.321, match 8.132-not from this line item)	\$ 56,767 \$	-					
Inline Flowmeter	\$ 750 \$	-					
Wireless Desk Scanners (2)	\$ 700 \$	-					
Mini X (TV at entrance of Training Center)	\$ 170 \$	-					
Office Space - build walls in the training center	\$ 16,000 \$	-					
New Positions Computers Desktop and Surfaces (2)	\$ 6,707 \$	-					
	\$ 84,874 \$	4,500					

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

Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
8002 - FURNITURE AND FIXTURES						
	Misc Items for Training Center	\$ 1,000	\$ 1,000			
	Gear Lockers for Staff	\$ 3,000	\$ 5,000			
	New Positions (2)	\$ 2,000	\$ -			
		\$ 6,000	\$ 6,000			
		\$ 15,000	\$ 15,000	\$ 5,000	\$ 10,000	\$ 5,000 general cut
8003 - GRANT 50/50						
	Matching funds for 50/50 Grant	\$ 55,000	\$ 47,000	\$ -	\$ -	\$ 47,000 cut vehicle
NEW VEHICLE - ADDITION TO FLEET						
	A new vehicle and equipment to outfit					
		Department Total: \$	269,082	\$ 215,415	\$ 316,995	\$ 210,845
		Payroll Total: \$	335,994	\$ 381,291	\$ 563,248	\$ 412,314
		Grand Total: \$	605,076	\$ 596,706	\$ 880,243	\$ 623,159

Personnel includes Pay and ReClass by HR
Cut all other personnel requests



Greg Shacht
Chief of Fire-Rescue

Cathy Humphreys
Executive Secretary

Jeff Hurst
Deputy Chief
Support Services

Christopher Shaver
Division Chief
Training

Training Specialist
1 Fire Specialist
2 EMS Specialists

Mindy Craun
Lieutenant
Volunteer Coordinator

ACFR Inc Volunteers

Vacant
Deputy Chief
Operations

Asher Brand, MD
Operational Medical
Director

Matthew Lawler
Division Chief
EMS

EMS Supervisor
4 Personnel

Rescue 16
8 EMS Providers

Rescue 26
8 EMS Providers

Bryan Mace
Battalion Chief
A-Shift

Station Lieutenant
7 Personnel
A-Shift

Company 10
5 FF/EMS Personnel

Company 11
7 FF/EMS Personnel

Company 4
3 FF/EMS Personnel

Company 18
3 FF/EMS Personnel

Company 25 | Rescue 2
3 FF/EMS Personnel

Rescue 21
2 FF/EMS Personnel

Bernie Hewitt
Battalion Chief
B-Shift

Station Lieutenant
7 Personnel
B-Shift

Company 10
5 FF/EMS Personnel

Company 11
7 FF/EMS Personnel

Company 4
3 FF/EMS Personnel

Company 18
3 FF/EMS Personnel

Company 25 | Rescue 2
3 FF/EMS Personnel

Rescue 21
2 FF/EMS Personnel

Josh Bailey
Battalion Chief
C-Shift

Station Lieutenant
7 Personnel
C-Shift

Company 10
5 FF/EMS Personnel

Company 11
7 FF/EMS Personnel

Company 4
3 FF/EMS Personnel

Company 18
3 FF/EMS Personnel

Company 25 | Rescue 2
3 FF/EMS Personnel

Rescue 21
2 FF/EMS Personnel

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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 Chief Judge, and presides five days a week. The Honorable Susan Read is the resident Judge and presides five days a week. The Honorable Correy Smith presides six days a month and we run three court at that time with Judge Jones and Judge Read. 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$12,310	\$18,000	\$17,955	\$30,536	69.6%

*Change in operating for FY23 is due to a temporary contract for scanning of records that is now permitted by state code. Scanning files will help alleviate the crowding at the J&D Court due to the number of files currently being stored.

Service and Performance Measures:

Item-Staunton/Augusta J&D Court	CY2021
Juvenile Cases (new filings)	Unavailable
Adult Cases (new filings)	Unavailable
Hearings Held	Unavailable

*figures are unavailable to the COVID Pandemic, the Courts were closed for much of the year.

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

**33030-JUVENILE DOMESTIC COURT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to
							Recommends
<u>1100 - SALARIES & WAGES</u>							
Salary Request 3% for each staff member	\$ 25,262	\$ 13,500	\$ -	\$ -	\$ 13,500	\$ 13,500	\$ -
Allowable under Code of Virginia							temp help to scan
<u>5203 - TELEPHONE SERVICES</u>							
Cost of land lines, fax	\$ 3,500	\$ -	\$ 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	\$ 400	\$ 400	\$ 400	\$ -
<u>5801 - DUES & SUBSCRIPTIONS</u>							
Dues Judges National, State & District-these haven't been pd in years	\$ 750	\$ -	\$ 2,300	\$ 2,254	\$ 2,435	\$ 2,435	\$ -
Dues Clerks Association-these haven't been pd in years	\$ 750	\$ -					
Lawyer's Weekly Subscription, Miscellaneous	\$ 389	\$ -					
Lexis Nexis once yearly cost	\$ 365	\$ -					
	\$ 2,254	\$ -	\$ 10,700	\$ 10,701	\$ 10,701	\$ 10,701	\$ -
<u>6001 - OFFICE SUPPLIES</u>							
Copy Machine Lease (Cannon including Supplies)	\$ -	\$ -					
Old Xerox Lease G7A000752	\$ -	\$ -					
Old Xerox Lease A2M651417	\$ -	\$ -					
Old Xerox Lease AE7165075	\$ -	\$ -					
Copy Machine Lease (Xerox including Supplies)							
B405dn 57/month (1,000 copies incl.) .01980/copy	\$ 684	\$ -					
B8155 350/month(20,000 copies incl.) .01/copy	\$ 4,200	\$ -					
B7030 106/month(1,000 copies incl.) .0129/copy	\$ 1,272	\$ -					
one time drop for copier							
Products for Judges, Case Updates, Handbook, Laws & Rules	\$ 1,000	\$ -	\$ 1,100	\$ 1,100	\$ -	\$ -	\$ -
Miscellaneous Supplies	\$ 3,000	\$ -					
Shredding services 45.40/ month	\$ 545	\$ -					
	\$ 10,701	\$ -	\$ 1,100	\$ 1,100	\$ -	\$ -	\$ -
<u>8002 - FURNITURE & FIXTURES</u>							
4 bookshelves (kitchen)	\$ 2,200	\$ -					
	\$ -	\$ -					
	\$ 2,200	\$ -					
Department Total:	\$ 18,000	\$ 18,000	\$ 17,955	\$ 17,955	\$ 30,536	\$ 30,536	\$ -
Payroll Total:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total:	\$ 18,000	\$ 18,000	\$ 17,955	\$ 17,955	\$ 30,536	\$ 30,536	\$ -

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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 Services (Juvenile and Domestic Relations)
- Background Reports (Social History Investigations and Transfer Reports)
- Probation Supervision
- Parole Supervision
- Diversion

Strategic Goals and Objectives:

- To provide agency services
- To retain knowledgeable and skilled staff
- To reduce recidivism rates of Probationers and Parolees
- To reduce the length of probation supervision for low risk offenders
- To sustain staff proficiency in Evidence Based Practices

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$4,865	\$4,225	\$4,225	\$4,436	5%

***Increase in operating due to an increase in telephone services.

Contact Information:

Sandra 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: Sandra.Crawford@djj.virginia.gov

**33040-COURT SERVICES
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
5203 - TELEPHONE SERVICES			\$ 4,225	\$ 4,225	\$ 4,436	\$ 4,436	\$ -
Treasurer of VA	\$ 660	-					
Switchboard	\$ 300	-					
Verizon	\$ 2,772	-					
Cost of office lines, fax, repairs	\$ -	-					
Cell phone-Supervisor FY19-20	\$ 492	-					
	\$ 4,224	-					
8002 - FURNITURE & FIXTURES			\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ -	-					
	\$ -	-					
Department Total:	\$		\$ 4,225	\$ 4,225	\$ 4,436	\$ 4,436	\$ -
Payroll Total:	\$		\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total:	\$		\$ 4,225	\$ 4,225	\$ 4,436	\$ 4,436	\$ -

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 FY22 is 18.8%, percentage for FY23 was unavailable.

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 FY23 is 35.5% for operating and debt service, 1.5% higher than FY22 at 34%. 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 FY23 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$3,586,618	\$2,401,664	\$4,447,290	\$2,846,265	18.5%

*Funding for FY23 continues the practice of using reserves to fund MRRJ operating costs.

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 Valley 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.) as needed.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$204,216	\$196,388	\$196,260	\$198,805	1.2%
Operating	\$267,337	\$276,719	\$300,654	\$369,011	33.4%
Total	\$471,553	\$473,107	\$496,914	\$567,816	20%

*Increases in operating is due to increased cost for operating the Shenandoah Valley Animal Service Center. Augusta County will become the fiscal agent for the Animal Service Center effect July 1, 2022.

Service and Performance Measures:

Item	2019 Actual	2020 Actual	2021 Actual
Number of Calls Received (from CADD)	2854	2589	2854
Number of After-Hours Calls Received	402	269	112
Animals Received – surrenders, strays, seized (dogs & cats only)	346	396	316
Educational Events	4	0	2
Court Cases (Cruelty, dangerous dogs, etc.)	38	9	3
Registered Dangerous Dogs	2	6	6
Livestock Claims	0	\$544	\$55
Kennel Inspections	27	35	35
Running at Large Violations	117	267	180
No County License Violations	100	267	182

No Rabies Vaccinations	76	267	180
Total Civil Summons Issued	480	603	285
Criminal Summons Issued	48	27	12
Number of Charged Placed	141	136	138
Fines Collected for Running-At Large	\$3,525	\$3,150	\$2,150
Fees Collected for No Tags	\$1,140	\$1,120	\$7,700
Fees Collected for Pick-Up	\$3,040	\$2,680	\$1,820
Fees Collected for Impoundment	\$5,135	\$4,175	\$3,240
Fines Collected for No Rabies Vaccination	\$2,150	\$2,025	\$1,500
Restitution from Court	\$18,744	\$4,064	\$540
Veterinarian Fees Collected	\$299	\$383	0

Accomplishments:

- 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. Approximately 3,100 first notice letters and 1,100 violation letters are sent per year.

Item	2019	2020	2021
# Dog Tags Sold	3,317	3,961	2,612
# Kennel Tags Sold*	90	85	80
Dog/Kennel Tag - Revenue	\$43,196	\$45,507	\$34,570
Dog Tag Violations - Revenue	\$18,581	\$15,468	\$11,650
Total Revenue	\$61,777	\$60,975	\$46,220

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

- Dwight Strickler elected to Virginia Animal Control Association Board of Directors. Term 2021 – 2023.
- 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.
- The County’s database is maintained of all calls received.
- Continue pubic outreach and education.
- Worked towards maintaining records through ECC’s CADD versus Microsoft Access. Will be finalized in FY23.
- Assisted Staunton Animal Control on a fire emergency at Pets ‘n Pals. Assisted with animals.

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 FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
3110 - VET BILLS			\$	4,000 \$	4,200 \$	4,200 \$	-
	Veterinarian care, euthanasia, necropsy, etc.		\$ 4,000				
	Rabies Dog/Tag Clinic Jan 2023		\$ 200				
			\$ 4,200				
3120 - PHYSICALS			\$	165 \$	165 \$	165 \$	-
	Immunization Fees (titer vaccinations) or new hires						
	Officers are due for titer checks						
	2 x \$165 per new employee						
5201 - POSTAL SERVICES			\$	500 \$	500 \$	350 \$	150 general cut
	For 2nd notice delinquent letters by Treasurer's Office and Misc. items						
	Will begin sending dangerous dog renewal notices FY23						
5203 - TELEPHONE SERVICES			\$	3,592 \$	3,732 \$	3,732 \$	-
	Wireless air card Monthly Rate - \$40/laptop/month		\$ 1,440	\$ 1,440			
	Landline		\$ 462	\$ 462			
	Switchboard		\$ 30	\$ 30			
	3 cell phones		\$ 1,800	\$ 1,800			
			\$ 3,732	\$ 3,732			
5305 - MOTOR VEHICLE INSURANCE			\$	1,800 \$	1,800 \$	1,700 \$	100 general cut
	3 vehicles						
5501 - TRAVEL EXPENSES			\$	710 \$	4,610 \$	4,610 \$	-
	1 Person - State Animal Control Conference - 15 CE Pts		\$ 400	\$ 400			
	Hotel 3 days - \$135 per day for FY23		\$ 370	\$ 405			
	Meals \$60/day for FY23		\$ 150	\$ 180			
	*1 Person - State Animal Control Conference -VACA Board member		\$ -	\$ -			
	Meals for VACA Board member not paid by VACA		\$ -	\$ 100			
	ACO Basic Training for new hires		\$ 400	\$ 400			
	Meals for Basic Training - \$60/day X 15 days for FY23		\$ 448	\$ 900			
	Hotel for Basic Training - \$135 x 15 days for FY23		\$ 2,107	\$ 2,025			
	Misc training		\$ 200	\$ 200			
	Tranquilizer gun training/certification - June 14 - 15 in Fredericksburg		\$ 875	\$ -			
	Hotel 3 days - \$135 per day		\$ 405	\$ -			
	Meals \$60/day		\$ 180	\$ -			
			\$ 5,535	\$ 4,610			

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

**35010-ANIMAL CONTROL
BUDGET REQUEST**

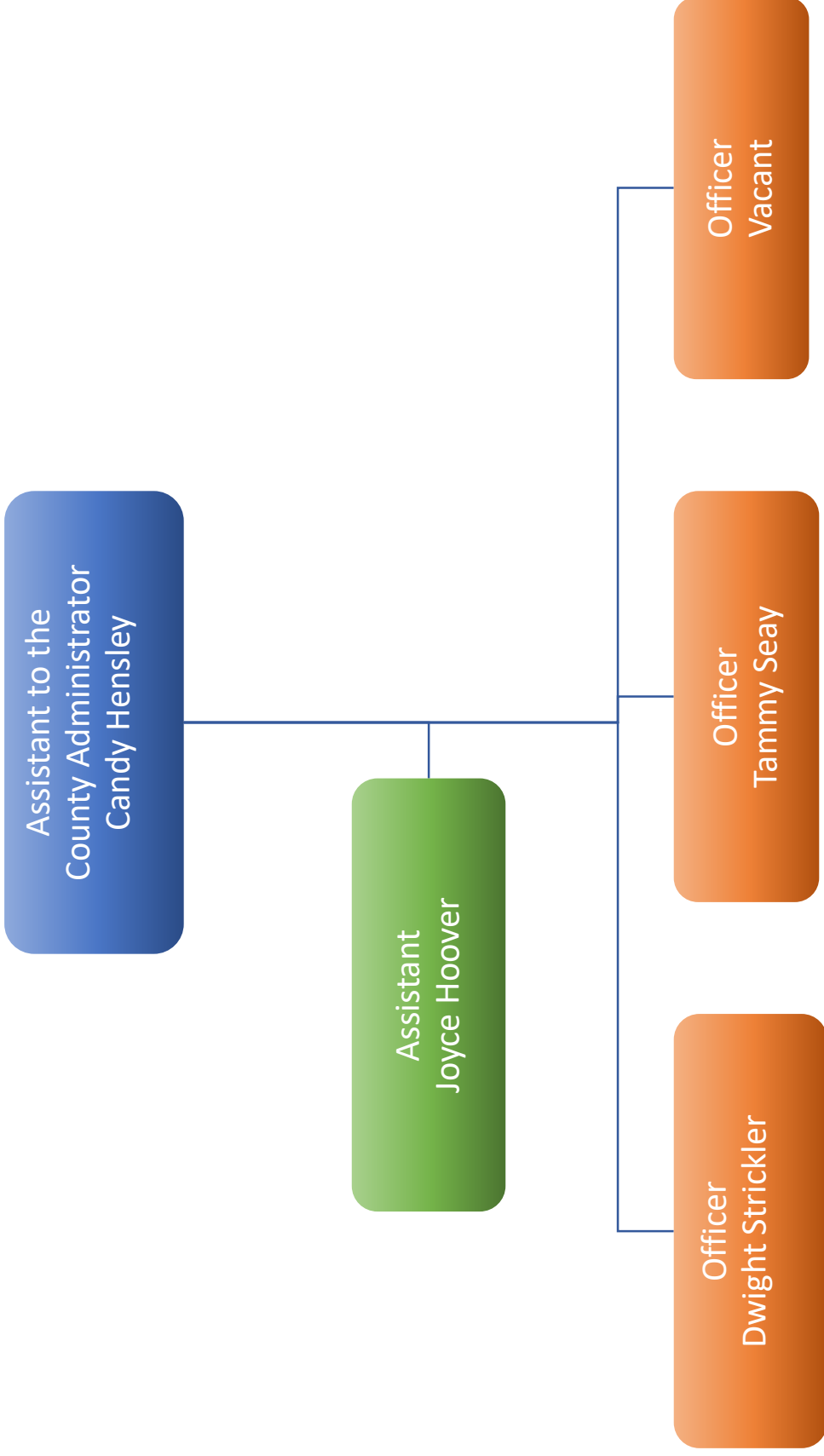
	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
5684 - ANIMAL SERVICES CENTER OPERATIONS			\$ 250,000	\$ 250,000	\$ 330,698	\$ 330,698	-
Contribution for operations of regional Shenandoah Valley Animal Services Center (Based on annual intake per jurisdiction)							
5802 - LIVESTOCK & FOWL CLAIMS			\$ 500	\$ 500	\$ 1,000	\$ 500	500 has credit \$945 general cut
Payment to citizens whose animals are destroyed by a dog. This amount fluctuates based on activity within the County.							
6001 - OFFICE SUPPLIES			\$ 2,002	\$ 2,002	\$ 2,002	\$ 2,000	2
VACA membership dues - \$35 ea. SHI International - net motion software annual license (\$99 ea) Give aways for educational events General supplies - paper, toner, batteries, etc. Custody forms, etc. (County's portion)							
	\$ 105	\$ 105					
	\$ 297	\$ 297					
	\$ 400	\$ 400					
	\$ 700	\$ 700					
	\$ 500	\$ 500					
	\$ 2,002	\$ 2,002					
6008 - MOTOR VEHICLE FUEL			\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	-
Fuel for three vehicles							
6009 - MOTOR VEHICLE MAINT & SUPPLIES			\$ 1,900	\$ 4,336	\$ 6,130	\$ 6,130	-
Expenditure as of 12/2021 Garage - engine, brakes, lighting, communications, etc. Dwight AC21 - Tires - needed FY23 Replacement Seat Covers - Dwight Seat Covers - Tammy Oil changes - 6 months remaining Car Wash - 6 months remaining Vehicle tow straps - 3 vehicles Vehicle Wrap - New Truck and Unit 656 Disaster Trailer Tires - split: 3 ways (Co, Staunton, Waynesboro)							
	\$ 2,536	\$ 2,536					
	\$ 800	\$ 800					
	\$ -	\$ -					
	\$ 180	\$ 180					
	\$ 180	\$ 180					
	\$ 250	\$ 250					
	\$ 130	\$ 130					
	\$ 135	\$ 135					
	\$ 125	\$ 125					
	\$ 4,336	\$ 4,336					

**35010-ANIMAL CONTROL
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
6011 - WEARING APPAREL							
Uniforms and boots for three officers			\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
Uniforms, boots, all weather gear for new hire - Tammy			\$ 1,200				
Uniforms, boots, all weather gear for new hire - New Hire			\$ 400				
Uniforms - Dwight			\$ 2,800	\$ 1,200			\$ -
6030 - DMV ANIMAL FRIENDLY PLATES							
Tax deductible contributions from:			\$ 2,000	\$ 2,501	\$ 2,000	\$ 2,000	\$ -
State income taxes / DMV animal tag sales							
Offset by revenue from the State							
Revenue passed through to Animal Services Center							
8001 - EQUIPMENT							
Expenditures as of 12/29/2021			\$ 1,528	\$ 1,350	\$ 17,763	\$ 4,726	\$ 13,037
Repair and replace traps and equip.			\$ 600				
Ballistic vest replacement - Strickler - Due 2023			\$ -	\$ 1,023			
Ballistic vest - New Officer			\$ -	\$ 1,023			
Phone case - New Officer			\$ 64				
Equipment such as snare poles, gloves, cages, etc.			\$ 100	\$ 400			
Repair and replace traps and equip.			\$ 100	\$ 600			
Ammunition - Qualifying primarily - pistol & rifle			\$ 350	\$ 350			
Tranquilizer gun			\$ -	\$ 730			
Laptop Replacement with toughbooks - All 3 laptops							
*laptop warranty expires May 2022							
from capital - difference for toughbook from operating			\$ -	\$ 9,676			
Mounts for toughbooks			\$ -	\$ 3,361			
Total			\$ 2,742	\$ 17,763			
Department Total:			\$ 276,719	\$ 300,654	\$ 382,800	\$ 369,011	\$ 13,789
Payroll Total:			\$ 196,388	\$ 196,260	\$ 198,885	\$ 198,805	\$ 80
Grand Total:			\$ 473,107	\$ 496,914	\$ 581,685	\$ 567,816	\$ 13,869

Personnel includes Pay and ReClass by HR

Animal Control



Emergency Management Coordinator

The office of Emergency Management is responsible for professional and technical administrative work relating to the development and maintenance of the Regional Operation Plan and Hazmat/Sara Title III plans for Staunton, Augusta County, Waynesboro and (SAW) Region. Responsibilities include coordination of disaster preparedness, emergency operations center manager, training and development of departments, volunteer organizations and citizens from those jurisdictions which are responsible for responding to natural or man-made emergencies; coordinates recovery and mitigation for citizens and local governments due to hazardous material incidents, pandemics (COVID-19), man-made or natural disasters.

Mission

The mission of the office of Emergency Management is to have an all-hazards approach to provide a safe, secure, and resilient community to the citizens of Augusta County through fostering the emergency management mission of mitigating against, preparing for, responding to, and recovering from emergencies to support the County of Augusta's mission.

Department Overview

The office of Emergency Management provides emergency management services for Augusta County. The major areas of focus include emergency management planning and policy; building a countywide emergency training and exercise program; public preparedness, awareness, and education; provides guidance to enhance the response and recovery capabilities. The office of Emergency Management is dedicated to the prevention of, preparing for, responding to, recovering from, and mitigating new and challenging threats.

The office of Emergency Management develops a vision and direction to provide the knowledge, skills, and ability to be a subject matter expert in the field of emergency management. The office of Emergency Management develops, reviews, and coordinates emergency management programs to meet the County's needs to insure a state of readiness. The plan is managed, developed, and updated based on an all hazards approach to emergency management.

The office of Emergency Management will act as the liaison to county, regional, state, volunteer, and private partners in order to prepare for, effectively respond to, and quickly recover from significant emergencies. Through providing an operational framework for county and partnering agencies when responding to an emergency in Augusta County.

The office of Emergency Management works with many partners to develop and maintain the Emergency Operation Plan and other functions of emergency management. Some of the key partners that the office of Emergency Management partners with are the Staunton-Augusta-Waynesboro (SAW) region, Central Shenandoah Planning Commission (CSPDC), Virginia Department of Health (VDH), Virginia Department of Emergency Management (VDEM), and the Department of Environmental Quality (DEQ), along with other government, civic, and private partners.

Strategic Goals and Objectives:

- Expected to plan, develop, implement and administer county-wide policies and programs related to emergency management; measure program effectiveness and recommend enhancements and improvements to the county's Emergency Management Plan in order to achieve a high level of preparedness and response capability to risks likely to impact the community.
- Collaborate with other officials to prepare and analyze damage assessments following disasters or emergencies

- Keep informed of federal, state and local regulations affecting emergency plans and ensure that plans adhere to those regulations
- Train local departments and groups in preparations of long-term plans that are compatible with federal and state plans
- Propose alteration of emergency response procedures based on the regulatory changes, technological changes or knowledge gained from outcomes of previous emergency situations
- Keep informed of activities or changes that could affect the likelihood of an emergency, as well as those that could affect response efforts and details of plan implementation.
- Review emergency plans of individual organizations to ensure their adequacy.
- Keep emergency contacts and information up to date
- Coordinate disaster response or crisis management activities, such as evacuations, opening shelters, helping facilities develop emergency operation plans, and implementing special needs plans and programs
- Consult with officials of local and area governments, schools, and other institutions to determine their needs and capabilities in the event of a natural disaster or other emergency.
- Apply for federal funding for emergency management related needs and administer and report progress of grants
- Assist with duties as relates to emergency service and public safety.
- Assist Health Department with COVID-19 response: testing, vaccines, planning and prevention
- Administers public education training programs to outside organizations, agencies and entities

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$0	\$0	\$40,748	\$87,401	0%
Operating	0	0	48,785	12,091	0%
Total	\$0	\$0	\$89,533	\$99,492	0%

***This is a new department created by the Board of Supervisors in FY22.**

Accomplishments:

- Emergency Management Coordinator Started December 16, 2021
- Prevention, response and recovery to COVID-19 pandemic: Through testing and vaccinations clinics, along with tracking surge numbers and status. This was done in conjunction with VDH and the SAW surge task force.
- Working on updating emergency action plan for County buildings and employees.
- Responded and managed several emergencies with assistance from locale and stage partners.
- Set up to host Mental Health First Aid Training for County personnel

Major Events in Emergency Management

- 2 state of emergencies
- 4 Snow storms
- 4 Hospital Diversions
- 1 plain crash
- COVID 19 testing and vaccination clinics
- 3 entrapment structure fires and 2 fatal structure fires

Contact Information:

Patrick L. Lam, Emergency Management Coordinator

Augusta County Government Center

18 Government Center Lane

P.O. Box 590

Verona, VA 24482

Cell (540) 480-3939 Office (540) 245-5408

plam@co.augusta.va.us

**35050-EMERGENCY MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>5203 - TELEPHONE SERVICES</u>							
	\$	81 \$	\$	- \$	381 \$	762 \$	-
	\$	300 \$					
	\$	381 \$					
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
	\$	249 \$	\$	- \$	498 \$	498 \$	-
	\$	249 \$					
<u>5501 - TRAVEL EXPENSES</u>							
	\$	633 \$	\$	- \$	983 \$	4,350 \$	2,350 \$
	\$	350 \$					training for county employees to new line
	\$	- \$					
	\$	983 \$					
<u>5801 - DUJES & SUBSCRIPTIONS</u>							
	\$	75 \$	\$	- \$	985 \$	1,225 \$	-
	\$	70 \$					
	\$	- \$					
	\$	240 \$					
	\$	600 \$					
	\$	985 \$					
<u>6001 - OFFICE SUPPLIES</u>							
	\$	442	\$	- \$	1,153 \$	1,061 \$	-
	\$	- \$					
	\$	- \$					
	\$	300 \$					
	\$	411 \$					
	\$	- \$					
	\$	1,153 \$					

**35050-EMERGENCY MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	Recommends	Request to Recommends
6008 - VEHICLE & POWER EQUIPMENT FUEL							
Vehicle Fuel	\$ 1,250	\$ 2,500	\$ -	\$ 1,250	\$ 2,500	\$ 2,000	\$ 500 general cut
	\$ 1,250	\$ 2,500					
6009 - MOTOR VEHICLE MAINTENANCE & SUPPLIES							
Oil Changes	\$ -	\$ 195	\$ -	\$ 1,090	\$ 195	\$ 195	\$ -
Vehicle Decals	\$ 1,090						
	\$ 1,090	\$ 195					
6011 - WEARING APPAREL							
Apparel	\$ 150	\$ 320	\$ -	\$ 150	\$ 1,175	\$ 1,000	\$ 175 general cut
Jacket	\$ -	\$ 250					
Boots	\$ -	\$ 292					
Hardhat/Helmet	\$ -	\$ 313					
	\$ 150	\$ 1,175					
6013 EDUCATION & TRAINING							
Training for county employees	\$ 2,000		\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -
	\$ 2,000						
6015 EMERGENCY MANAGEMENT							
Emergency Management	\$ 1,000		\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -
	\$ -	\$ 1,000					
8001 - EQUIPMENT							
Equipment	\$ 1,119	\$ -	\$ -	\$ 40,289	\$ 6,244	\$ -	\$ 6,244 radio and lights to revised printer to revised
Vehicle	\$ 29,293	\$ -					
Computer	\$ 3,633	\$ -					
Printer	\$ -	\$ 310					
Lights	\$ 1,500						
Radio for Vehicle	\$ -	\$ 4,434					
	\$ 34,045	\$ 6,244					

**35050-EMERGENCY MANAGEMENT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
\$ 2,255	\$ -	\$ -	\$ 2,255	\$ -	\$ -	\$ -
\$ 2,255	\$ -	\$ -	\$ 2,255	\$ -	\$ -	\$ -
8002 - FURNITURE & FIXTURES						
Furniture & Fixtures						
Department Total:	\$ -	\$ -	\$ 48,785	\$ 21,010	\$ 12,091	\$ 8,919
Payroll Total:	\$ -	\$ -	\$ 40,748	\$ 80,386	\$ 87,401	\$ (7,015)
Grand Total:	\$ -	\$ -	\$ 89,533	\$ 101,396	\$ 99,492	\$ 1,904

Personnel includes Pay and ReClass by HR

**Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function**

Department	Public Works				
	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Highway & Roads	\$15,148	\$16,000	\$20,000	\$20,000	25%
Street Lights	121,460	121,000	121,000	121,000	0%
Sanitation & Waste Removal	2,277,554	2,297,048	2,392,322	2,388,530	4%
Recycling Program	144,391	170,600	164,600	158,600	-7%
Facilities Management	1,883,629	2,042,554	2,323,944	2,245,021	10%
Total Public Works	\$4,442,182	\$4,647,202	\$5,021,866	\$4,933,151	6%



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Facilities Management

(Includes: Highways & Roads, Street Lights, Sanitation and Waste, Recycling and Maintenance of Buildings and Grounds)

Mission Statement:

To provide safe, secure, and well maintained buildings and grounds for the residents, employees, and visitors of Augusta County in a professional, responsible, and safe manner.

Goals and Objectives:

To safely, and efficiently maintain County properties, equipment and assets to provide a safe, clean and hazard free environment for our residents, employees and visitors by use of preventive maintenance, and providing quality customer service.

Department Overview:

The Facilities Management Department is responsible for the maintenance and upkeep of all County owned Properties. There currently 43 employees in the Department, 29 of which are part-time employees, and 14 full time employees. 20 of those part time employees are employed as Solid Waste Site Caretakers with one Coordinator, seven work in the Grounds Maintenance area, four of which are seasonal employees. There is one part time Sign Technician. The remaining full time employees are split between Building Maintenance (4), Grounds Maintenance (4), Custodial (4), one full time Maintenance Worker / Sign Technician, and one full time Director. The Department reports to The Assistant to the County Administrator.

Tasks:

- Building, electrical, mechanical and plumbing repairs, as well as preventative maintenance performed by staff and contract agreement.
- Remodeling projects utilizing staff to complete projects from painting, to concrete pouring, general remodeling work, landscaping and easement maintenance.
- Grounds keeping aspect of each facility, this can include mowing, trimming, mulching, tree and shrub trimming, ballfield maintenance, landscaping, and general upkeep and maintenance of the grounds through staff and contract agreements.
- Janitorial/Custodial duties by the use of staff, and contract agreements.
- Maintain ten solid waste and recycling sites located throughout the County.
- The Department makes professional signs for all County Departments and buildings.
- Create and maintain street signs throughout the County.
- 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.

Properties Include:

-Government Buildings-

The Government Center Complex, and extensions, DSS Building, District Courts Building, Circuit Courthouse, OSHA Building, Sheriffs Department.

-Fire and Rescue Buildings-

Fire and Rescue Burn Building, Company 10 Fire Department, Company 25 Riverheads Fire Department, Company 11 Preston L. Yancey Fire Department, Rescue 16 Craigsville-Augusta Springs First Aid Crew.

-Parks and Recreation-

Natural Chimneys Campground and Pool, Stuarts Draft Park and Pool, Augusta Springs Park, Crimora Park, Mill Place Industrial Park Walking Trail, Deerfield Park and Community Center and Wilson Gym.

-Libraries-

Fishersville Library, Churchville Library, and Deerfield Library and Community Center.

-Surplus School Properties-

Beverly Manor Elementary School, Verona Elementary School

-Property Leases-

Berry Farm, Mill Place Industrial Park, Buffalo Gap House,

-Other Properties-

Gochenhour Property, Grandma Moses Property, Zapton House, County owned easements

-Solid Waste Disposal Sites –

Mt. Solon, Mt. Sidney, New Hope, Crimora, Verona, Churchville, Sherando, Greenville, Augusta Springs, Deerfield

Budget Summary:

Highways & Roads:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$15,148	\$16,000	\$20,000	\$20,000	25.0%

Street Lights:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$121,460	\$121,000	\$121,000	\$121,000	0%

Sanitation & Waste Removal:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$318,769	\$316,510	\$352,199	\$335,691	6.1%
Operating	1,958,785	1,980,538	2,040,123	2,052,839	3.7%
Total	\$2,277,554	\$2,297,048	\$2,392,322	\$2,388,530	4.0%

***Increase in personnel is due to pay and reclass by HR. Operating costs are due to increases in landfill operating costs.

Recycling:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$144,391	\$170,600	\$164,600	\$158,600	-7%

***Operating decrease due to new hauling contract.

Maintenance:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$911,429	\$941,754	\$1,010,463	\$1,035,121	9.9%
Operating	995,875	1,100,800	1,313,481	1,209,900	9.9%
Total	\$1,907,304	\$2,042,554	\$2,323,944	\$2,245,021	9.9%

***Increases in personnel are due to pay and reclass by HR. Increases in operating are due to increases in new maintenance contracts and inflation.

Service and Performance Measures:

	CY 18	CY 19	CY 20	CY 2021
Number of compactor/recycling sites provided & maintained	10	10	10	10
Preventive Maintenance Contracts	6	6	6	6
Buildings Maintained	18	19	22	22
Fleet Vehicles Maintained	15	15	16	16
Pools Maintained	2	2	2	2
Parks / Trails Maintained	5	6	6	6
Signs: Road Work	331	387	309	234
New Blades Made	275	336	241	217
New In House Signs	150	428	84	222

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 establish Safety Data Sheet database as required by OSHA guidelines.
- Provided solid waste disposal and recycling for the citizens of Augusta County.
- Maintained Solid Waste Collection Sites.
- Maintained the County owned easements. Note that this work is time consuming under normal conditions with the help of the MRRJ crew. We no longer have access to this crew, so we are basically down to one staff member with occasional assistance from our grounds staff to assist. This task is very difficult to accomplish with current staffing levels, therefore we have gotten some calls from citizens about the easements. Once a call is received, we work hard to take care of the citizens needs as well as continue to work on all of our easements. This is something that needs to be addressed in the near future.
- Maintained Fire Extinguishers at all County properties as required by NFPA 10.
- Maintained elevator systems as required by the 2015 VA Maintenance Code Sec. 606 and ASME A17.1.
- Maintained the fire sprinkler and alarm systems as required by 2015 VA Maintenance Code Sec. 704 and NFPA 25.
- 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.
- Continually working together as one department to work more efficient and effectively.
- Staff continued to work through the CY21 in the midst of the COVID-19 pandemic. There are still many additional items that are required of our Maintenance and Custodial staff in order to provide facilities that are as clean and safe as possible.
- Completed the Government Center South End Controls Upgrade that carried over from CY20. This project consisted of replacing the existing controls with updated controls as well as connecting the new controls into our automated computer system for the North End control system. The entire Government Center building HVAC controls are now automated to a point that we can manipulate the system to go into an un-occupied state during non-working hours. This allows for the systems to be able ran at greater efficiencies saving money on utility bills. The total project cost was \$35,357.00 and came in on time and on budget.
- Contracted with Don Largent Roofing Inc. through the RFQ process to replace the roof at the Deerfield Community Center. The County recently took over the maintenance responsibilities at this facility, and it was apparent that the roof was is need of replacing. The contract was approved by the BOS for a total of \$102,837.00, which included a 10% contingency. This

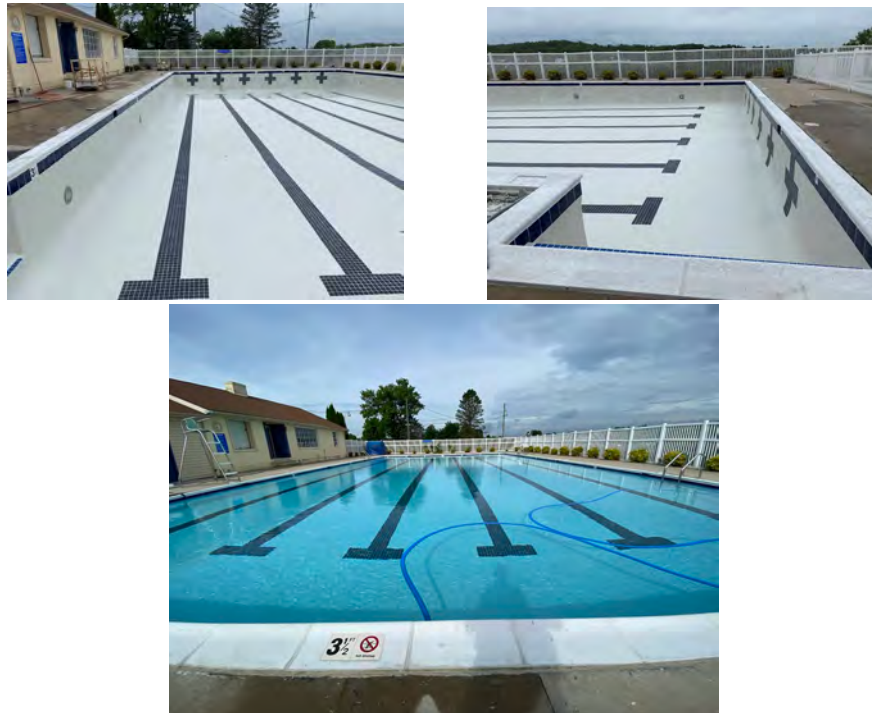
project started on December 28, 2020 and was completed in late March of 2021. This project is being funded through the Building Capital Account and was completed on time and on budget.

- Contracted with National Pools of Roanoke through the RFQ process to re-line the pool at the Stuarts Draft Park location. All of the plaster, water line tile, racing lane tile, nosing tile and the French drain were replaced during this project. The project was started in the late winter and was completed prior to the opening of the pool in May 2021. The total cost of the project came in at \$85,995, which was over the initial budget of \$72,050.00. This was due to unknown damage to the coping around the top of the pool. There had to be additional concrete work and coping block purchased and installed. The cause of the damage was deemed to be water entering behind the coping along the pool deck, and freezing and thawing. We have determined that there will be additional preventive maintenance required on both of our pools to keep this from happening again in the future.

During Construction



Plaster and Tile Complete



- Contracted with Young's Mechanical Solutions for the replacement of HVAC system that serves the small courtroom in the Circuit Court facility. The existing unit was at the end of its anticipated life and had begun to have issues. Along with the new unit installation, we incorporated bipolar ionization into the unit to help assist with air quality due to the COVID-19 pandemic. This project was completed on time and on budget at \$8,579.00. Funding for the project came from the Maintenance Capital Depreciation account.
- Staff replaced a window a/c unit in the Circuit Court facility due to age and reliability. The funding for the new window a/c unit came from the Maintenance Capital Depreciation account.

- Contracted with Eagle Carpet to remove tile, and install new walk off carpet in the employee entrance on the west side of the Government Center. This project was completed on time and on budget at \$1,586.99. The funding for the project came from the Maintenance Capital Depreciation account.
- Contracted with Young’s Mechanical Solutions for the replacement of a server room mini split unit in the Commonwealth Attorney office space located in the “new jail” area of the District Courts facility. The existing unit was well beyond its expected life, and had signs of becoming too costly to repair. The replacement was completed on time and on budget at \$7,785.00. The Maintenance Capital Depreciation account was utilized for funding.
- Contracted with Colossal Contractors out of Maryland to paint the entire interior of the OSHA/DOLI facility. This project was requested by the tenant of the facility, and was part of the lease with the tenant to be done. The painting project was completed within the project timeline and was on budget. The total cost for the painting was \$18,800.00 and was paid out of the Maintenance Capital Depreciation account. This project was advertised on the County website, and eVA.
- Contracted with Wades Flooring out of Stuarts Draft to replace the carpet in the OSHA/DOLI facility. This project was requested by the tenant of the facility, and was part of the lease with the tenant to be done. The carpet replacement project was completed within the project timeline and was on budget. The total cost of the carpeting project was \$17,732.00 and was paid out of the Maintenance Capital Depreciation account. This project was advertised on the County web site and eVA.
- Worked with the VCTC and County Facility staff to remodel the dug outs at the Diamond Club ballfield. The existing dug outs were built down in the ground and were taking on water. It is evident that the drain system was clogged and would have to be excavated and replaced. The backup of water in the dugouts had caused damage to the structure of the dug outs. Maintenance staff removed the existing framed structure of the dugouts, filled in the dug outs with stone, poured concrete, and extended the walls of the dug outs vertically to allow for the dug outs to be completely above ground. Working with Brad Bryant at VCTC, he and his students installed the framing and roof covering for both dug outs to complete the project. The funding for this project was provided from the Beverly Manor Infrastructure and South River Infrastructure accounts along with Facilities Management operational funding. The total for the project came in at \$19,610.00. The remodeling work was completed in time for the upcoming baseball/softball seasons.

BEFORE



AFTER



- Contracted with Golden Rule Services to crack seal, and paint the parking lines on the Government Center Employee lot, and the BOS Meeting room parking lot. This work was paid out of the Maintenance Capital Depreciation account, and cost \$3,115.00.
- Contracted with Young's Mechanical Solutions to replace Roof Top Unit #4 at the Sheriffs Office facility. This RTU had a compressor replaced over 4 years ago, and the second compressor failed. Due to the age of the unit, and the cost of the repairs, it was decided to replace the entire unit. This replacement was done under emergency procurement guidelines. The cost of the replacement was \$21,610.00, and funding was from the Maintenance Capital Depreciation account.
- Contracted with Moffett Paving to repair the drop inlet located just east of the drive through window at the Government Center. This drop inlet had failed down in the inlet from the storm sewer drain, and was allowing ground water to enter the structure from the outside. Moffett repaired the storm drain inlet in the bottom, removed the pavement that had been damaged due to settling, and repaved the area. The repair cost \$3,255.00 and was funded out of the Maintenance Capital Depreciation account.
- There have been several repairs related to the metal roof at the Government Center facility. These repairs have mostly been valley flashing repairs at the dormers. These leaks have caused damage to the hidden gutter system of the building and caused some failures of the EIFS systems in the soffit areas along the walkways. As the repairs to the roof are made, we are repairing the gutters and soffits as well. Once these repairs are made, the metal section of the roof should be good for many years to come. These repair cost are being funded through the Maintenance Capital Depreciation account.
- Contracted with Mid-Atlantic Waste Systems to replace the solid waste site compactor at the Greenville site. The existing compactor was purchased in the mid 1990's and had developed a hydraulic leak. The unit had been repaired several times over the past years and had continued to cause us problems. The new compactor unit is to be installed on Nov. 16 and 17. The turnkey cost of the compactor and install is \$35,096.81. Funding for the project is from the Maintenance Capital Depreciation account. Note that there were several delays in the installation of the compactor due to material and labor shortages as well as shipping delays. All of these delays were relayed to me as being COVID related. The original install was supposed to be in September of 2021 but was moved to mid-November due to these delays.
- The Sheriffs Office has had water issues for many years. We have worked with Lineage Architects to come up with several measures to help and hopefully completely remediate the water issues at the facility. Working with Proactive Indoor Air we have found that the humidity in the building exceeds allowable limits. The overall air quality in the building was borderline. Through testing for water pockets around the building, we have determined that the moisture is coming from under the slab of the building due to the slab not having a moisture barrier below the slab. We have contracted with Young's Mechanical Solutions to install additional dehumidification capabilities in each of the large HVAC units, as well as install bipolar ionizations (BPI) units in all of the units. The additional dehumidification will allow for more of the moisture to be removed from the interior of the building and the BPI units will assist with air quality issues inside the building. We are also venting the chair mats that are in the building so they will allow the moisture to escape from under the plastic mats. Lineage is working on drainage around the exterior of the building to take water away from the concrete slab foundation and direct it to the exterior perimeter of the facility. Depending on the moisture readings after this work is done, there may be several sump pumps installed in the slab to assist with more water removal from within the facility. The last step will be to replace the carpet and tile throughout the facility. This work is ongoing and will carry over into the 2022 CY.
- Worked with the ACSA and staff to install a pressure reducing valve (PRV) on the District Courts facility. The "Old Section" of the building that was built in the 1950's has never had a PRV on the domestic water entering the building. Over the years, the City has increase water pressure causing an abundance of pressure in the building which causes plumbing fixture failures. This work has decreased the water pressure for more than 120psi down to a working pressure of 85psi which is within specification for the plumbing fixtures. We were able to put three down fixtures back in service once this work was completed.
- Staff has worked hard with Mr. Steve Landis at the Circuit Court facility to improve the working conditions at the facility. There have been many small projects performed by staff. Mr. Landis and the Circuit Court staff have been very appreciative of the work we have accomplished. One of the projects was the removal of the asbestos containing floor tile in the basement records room. This project was funded from the Court House capital account.
- A career development program has been developed that will allow employees with at least one year service to have the opportunity expand their knowledge in the maintenance fields. Along with classes at VCTC and on the job training, the enrolled employees will be eligible for base pay increases through the process. VCTC and County Administration have been

very supportive of this opportunity for staff, and I feel that the County will benefit as well as the employees that choose to participate.

- We have three employees currently taking classes and will be testing for the VDACS (VA Department of Agriculture and Consumer Services) Registered Technician certification to apply pesticides and herbicides, as well as one that will be sitting for the Commercial Applicator Exam in early 2022.

Planned:

- Continue to provide exceptional service to the public, and our customer base.
- Continue integrating task performed by the buildings and grounds disciplines.
- 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.
- Utilize staff to maintain more equipment in order not to have to contract out as much work.
- Continue replacing mulched areas around the Government Center with stone. Utilizing 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.
- Complete Ranger Station and Cabin demolition at NC Park
- Begin working to replace the pic-nic tables at NC Park with metal tables with Parks and Recreation Department.
- Work to locate all private utilities at NC Park and create a GIS layered map of the utilities so moving forward we have everything documented and located.
- Replace solid waste compactor at the Churchville site.
- Replace roof covering at the four NC Park shelters, the roadside well house, and a small maintenance shed. The current roof covering material on the shelters is shingles, and we would want to install metal for a longer life span. The four bath houses will need to be re-roofed within the next 2-4 years as well. The pool house roof and the maintenance shop roof should be okay for 10-12 more years. The pump house roof for the pool will need to be replaced within the next 6-8 years.
- Further explore storm drain issues at the Government Center and look into minimizing the amount of water that backs up in the basement area.
- Continue to work on the humidity issues within the Sheriffs Office facility with the ultimate goal of replacing carpet and flooring in the dispatch area.
- Several projects at the District Courts facility. They would include a boiler replacement, chiller replacement, new jail side roof replacement, several plumbing fixture replacements, plumbing water and sewer line repairs within the facility, water intrusion issues at window location repairs.
- Circuit Court facility repairs to include grounds repairs to trees, concrete, pavers, columns and steel covers at the basement hoist and old coal chute. Interior repairs to include large courtroom HVAC replacement and window/window sill issues along with painting.
- Investigate and repair/replace sewer line at old Smith Shop on the Government Center Complex.
- Replace wood decking material with concrete at the solid waste sites.
- Assist Administration with Courthouse Project.

Contact Information:

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**41020-HIGHWAYS ROADS
BUDGET REQUEST**

	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
		\$ 16,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
<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>						
		\$ -	\$ -	\$ -	\$ -	\$ -
Department Total:		\$ 16,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
Payroll Total:		n/a	n/a	n/a	n/a	n/a
Grand Total:		\$ 16,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -

**411040-STREET LIGHTS
BUDGET REQUEST**

Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin Recommend</u>	<u>Difference</u>
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -
<u>5100 - ELECTRIC SERVICES</u>						
Monthly bills for streetlights, includes Mill Place fountain						
Department Total:		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -
Payroll Total:		n/a				\$ -
Grand Total:		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -

**42010-SANITATION WASTE REMOVAL
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference
<u>3310 - MAINTENANCE & UPKEEP OF SITES</u>							
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
	\$ -	\$ -	\$ 20,000	\$ 16,000	\$ 20,000	\$ 20,000	\$ -
	\$ -	\$ -					
<u>3311 - LEASE PAYMENTS</u>							
Deerfield(Cale)	\$ 180	\$ 180	\$ 18,600	\$ 19,322	\$ 19,703	\$ 19,703	\$ -
Sherando expires 07/28/2025	\$ 1,800	\$ 1,800					
no increases	\$ 500	\$ 500					
Deerfield(Hoy Stevens) exp. 06/30/2022	\$ 12,706	\$ 13,087					
Churchville(Churchville Marketplace) exp 12/31/2023	\$ 4,136	\$ 4,136					
Greenville(Luck) expires 05/01/2026	\$ 19,322	\$ 19,703					
<u>3322 - CONTAINERIZATION PROGRAM - CONTR.</u>							
Contract with Meridian(new contract Feb 2021) for hauling from sites to landfill. 5 year contract began Feb 2021.			\$ 668,289	\$ 683,000	\$ 683,000	\$ 683,000	\$ -
Contract includes monthly fuel adjustment.							
<u>3500 - AUGUSTA COUNTY CLEAN UP</u>							
Annual event includes hauling of additional dumpsters and tires.			\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
<u>3800 - SANITARY LANDFILL #1 - CONTRACT</u>							
Includes daily operations and ground water monitoring at Landfill. Amount from landfill budget.			\$ 1,188,457	\$ 1,236,267	\$ 1,251,302	\$ 1,251,302	\$ -
<u>3900 - LEACHEATE EXPENSES</u>							
Based on landfill budget.			\$ 61,385	\$ 61,727	\$ 55,027	\$ 55,027	\$ -
<u>5100 - ELECTRIC SERVICES</u>							
Electric services at compactor and recycle sites.			\$ 8,807	\$ 8,807	\$ 8,807	\$ 8,807	\$ -
Department Total:			\$ 1,980,538	\$ 2,040,123	\$ 2,052,839	\$ 2,052,839	\$ -
Payroll Total:			\$ 316,510	\$ 352,199	\$ 334,737	\$ 335,691	\$ (954)
Grand Total:			\$ 2,297,048	\$ 2,392,322	\$ 2,387,576	\$ 2,388,530	\$ (954)

Personnel includes Pay and Reclass from HR

**42020-RECYCLING PROGRAM
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
						\$ -
<u>3310 - MAINTENANCE & UP-KEEP OF SITES</u>						
To replace or repair decks, rails, painting of containers, etc.						
<u>3322 - HAULING RECYCLING CONTAINERS</u>						
Based on contract for trash hauling services. Includes monthly fuel adj.						
		\$ 155,000	\$ 154,000	\$ 154,000	\$ 149,000	\$ 5,000 general cut
<u>3323 - PAYMENTS FOR RECYCLING</u>						
Payment to Vector for recycling paper Light bulbs/ballasts recycling						
		\$ 12,000	\$ 7,000	\$ 7,000	\$ 6,000	\$ 1,000 general cut
<u>3600 - RECYCLING COMMITTEE</u>						
		\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600	\$ -
\$ 200	\$ -					
\$ 1,000	\$ -					
\$ 1,200	\$ -					
\$ 1,150	\$ -					
\$ 50	\$ -					
\$ 3,600	\$ -					
Department Total: \$ 170,600 \$ 164,600 \$ 164,600 \$ 158,600 \$ 6,000						
Payroll Total: n/a n/a n/a n/a n/a						
Grand Total: \$ 170,600 \$ 164,600 \$ 164,600 \$ 158,600 \$ 6,000						

**43010-FACILITIES MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>3310- BUILDING MAINTENANCE - SERVICE CONTRACTS</u>							
Building Maintenance Service Contracts:							
Elevators	\$ 30,000	\$ 30,000	\$ 172,000	\$ 172,000	\$ 173,500	\$ 173,500	\$ -
Fire Extinguishers includes Additional from P&R	\$ 3,250	\$ 3,250					
Fire Alarm and Ansul Systems	\$ 5,000	\$ 5,000					
Annual Sprinkler Systems	\$ 7,800	\$ 7,800					
Fire Alarm Monitoring Circuit	\$ 300	\$ 415					
Security Monitoring District Court	\$ 400	\$ 400					
Generator Yearly PM	\$ 4,500	\$ 4,700					
Pest Control	\$ 2,500	\$ 2,500					
Kitchen Hood Inspections	\$ 400	\$ 500					
Janitorial Services (H&R-ACSO, T & A Cleaning -District Courts public	\$ 20,000	\$ 20,000					
Equipment Rentals (Snow Removal - District Courts)	\$ 4,000	\$ 5,500					
VAV Box PM South End	\$ 4,000	\$ 4,000					
Wayne Oxygen - Tanks	\$ 1,000	\$ 1,000					
DOLI Boiler Inspections	\$ 200	\$ 200					
Fork Lift Yearly PM	\$ 300	\$ 300					
Chiller PM Agreement	\$ 7,800	\$ 7,800					
Garage Door PM	\$ 1,000	\$ 1,500					
Back Flow Testing	\$ 2,500	\$ 2,500					
District Court Private Area Cleaning(OFFSET BY VACANT CUSTODIAL POSITION)	\$ 28,800	\$ 28,000					
COVID Cleaning-G'Center/OSHA/Extension and District Court	\$ 48,000	\$ 48,000					
	\$ 171,750	\$ 173,365	\$ 65,000	\$ 150,000	\$ 155,000	\$ 155,000	\$ -
<u>3320 - GROUNDS MAINTENANCE SERVICE CONTRACTS</u>							
I.e. annual service contracts							
Irrigations Systems	\$ 1,500	\$ 2,800					
Augusta Springs Park Septic	\$ 400	\$ 400					
Extermination Services	\$ 200	\$ -					
Turf Treatment @ Govt Ctr, etc.	\$ 2,500	\$ 4,500					
Grounds keeping @ Govt Ctr (added 2.5% cpi FY-23)	\$ 15,000	\$ 27,000					
Deerfield Park caretaking & mowing	\$ 4,400	\$ 4,500					
Mowing contracts (east, west and Natural Chimneys-added 2.5% cpi FY-23)	\$ 50,000	\$ 112,330					

**43010-FACILITIES MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin. Recommendations FY 22-23	Difference Request to Recommendations
Portable toilets (Deerfield, Stuarts Draft, special events)							
Mill Place Trail Mowing (Now included in East Property mowing)							
Natural Chimneys toilets							
	\$ 4,500	\$ 3,500					
	\$ 720	-					
	\$ 500	500					
	\$ -	-					
	\$ -	-					
	\$ 79,720	\$ 155,530					
	\$	\$	40,000	40,000	40,000	35,000	5,000 general cut
<u>3325 - BUILDING - CONTRACTED REPAIR AND MAINT.</u>							
Contracted Repairs and Maintenance							
Includes contracted repair work on Generators, Boilers							
HVAC units, electrical, plumbing, etc.							
	\$	\$	380,000	380,000	421,000	380,000	41,000 general cut
<u>5100 - ELECTRIC SERVICES</u>							
County properties	\$ 368,000	\$ 368,000					
Verona Elementary/BME/Deerfield	\$ 12,360	\$ 12,500					
Parks and Rec facilities -SD and Augusta Springs Parks	\$ 4,400	\$ 4,500					
Natural Chimneys	\$ 36,000	\$ 36,000					
	\$ 420,760	\$ 421,000					
	\$	\$	80,000	80,000	86,000	80,000	6,000 general cut
<u>5102 - HEATING SERVICES</u>							
County properties	\$ 81,894	\$ 80,000					
Verona Elementary/BME/Deerfield -2 LP tanks	\$ 4,306	\$ 6,000					
Parks and Rec facilities (Rec Gym)-No Longer have FY-23	\$ 4,000	-					
	\$ 90,200	\$ 86,000					
	\$	\$	25,000	32,000	32,000	28,000	4,000 general cut
<u>5103 - WATER & SEWER SERVICES</u>							
County properties	\$ 23,520	\$ 23,520					
Verona Elementary	\$ 4,000	\$ 4,000					
Parks and Rec facilities (includes SD pool refilling)	\$ 3,000	\$ 3,000					
	\$ 30,520	\$ 30,520					
	\$	\$	50,000	50,000	45,000	45,000	-
<u>5104 - REFUSE COLLECTION CHARGES</u>							
Contracted trash collection Includes Natural Chimneys	\$ 50,000	\$ 45,000					
Averaging \$5521 / Month X12=\$66252	\$ 50,000	\$ 45,000					
	\$	\$	5,500	5,500	5,500	5,500	-
<u>5105 - STORMWATER MAINTENANCE</u>							
City of Staunton and Waynesboro stormwater charges	\$ 4,200	\$ 4,200					
	\$	\$	4,200	4,200	4,200	4,200	-
<u>5203 - TELEPHONE SERVICES</u>							

**43010-FACILITIES MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	21-22 Revised	FY 22-23	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin. Recommendations FY 22-23	Difference Request to Recommendations
<u>5300 - INSTITUTIONAL & FACILITY INSURANCE PREMIUMS</u>										
Property, general liability and contents insurance for majority of County properties						\$ 88,000	\$ 86,641	\$ 88,000	\$ 88,000	\$ -
<u>5305 - MOTOR VEHICLE INSURANCE</u>										
<u>5501 - TRAVEL EXPENSES</u>										
Certified Pool Operator - (5Yr.) \$500 per employee X2 FY-23										
Bucket Truck Training - One new employee-shared with ACSB FY-22 and FY-23										
			\$ 1,000							
			600							
			600							
<u>6001 - OFFICE SUPPLIES</u>										
General Office Supplies - pens pencils, markers, paper, ect.						\$ 500	\$ 1,800	\$ 1,800	\$ 1,800	\$ -
Ink/Toner						\$ 700				
Xerox copier/printer contract						\$ 675				
			\$ 1,875							
			1,800							
<u>6605 - JANITORIAL SUPPLIES</u>										
Buildings including Courts and Libraries and Courts FY22 and FY23						\$ 30,700	\$ 40,000	\$ 40,000	\$ 40,000	\$ -
Parks						\$ 4,100				
Natural Chimneys						\$ 5,200				
			\$ 40,000							
<u>6006 - REPAIR & MAINTENANCE WATER/SEWER</u>										
Natural Chimneys water filtration system						\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
<u>6007 - BUILDING REPAIR & MAINTENANCE SUPPLIES</u>										
General maintenance items for employees to complete work						\$ 32,000	\$ 43,000	\$ 43,000	\$ 40,000	\$ 3,000
Buildings										
Parks						\$ 34,500				
Natural Chimneys						\$ 3,500				
						\$ 5,000				
			\$ 43,000							
<u>6008 - VEHICLE & POWERED EQUIPMENT - FUEL</u>										
Building						\$ 6,100	\$ 26,000	\$ 26,000	\$ 26,000	\$ -
Grounds						\$ 11,500				
Natural Chimneys (off-road fuel)						\$ 1,900				
Generator Fuel (Diesel/Gas/Propane) Addition of ECC						\$ 3,500				
			\$ 23,000							
			26,000							

**43010-FACILITIES MANAGEMENT
BUDGET REQUEST**

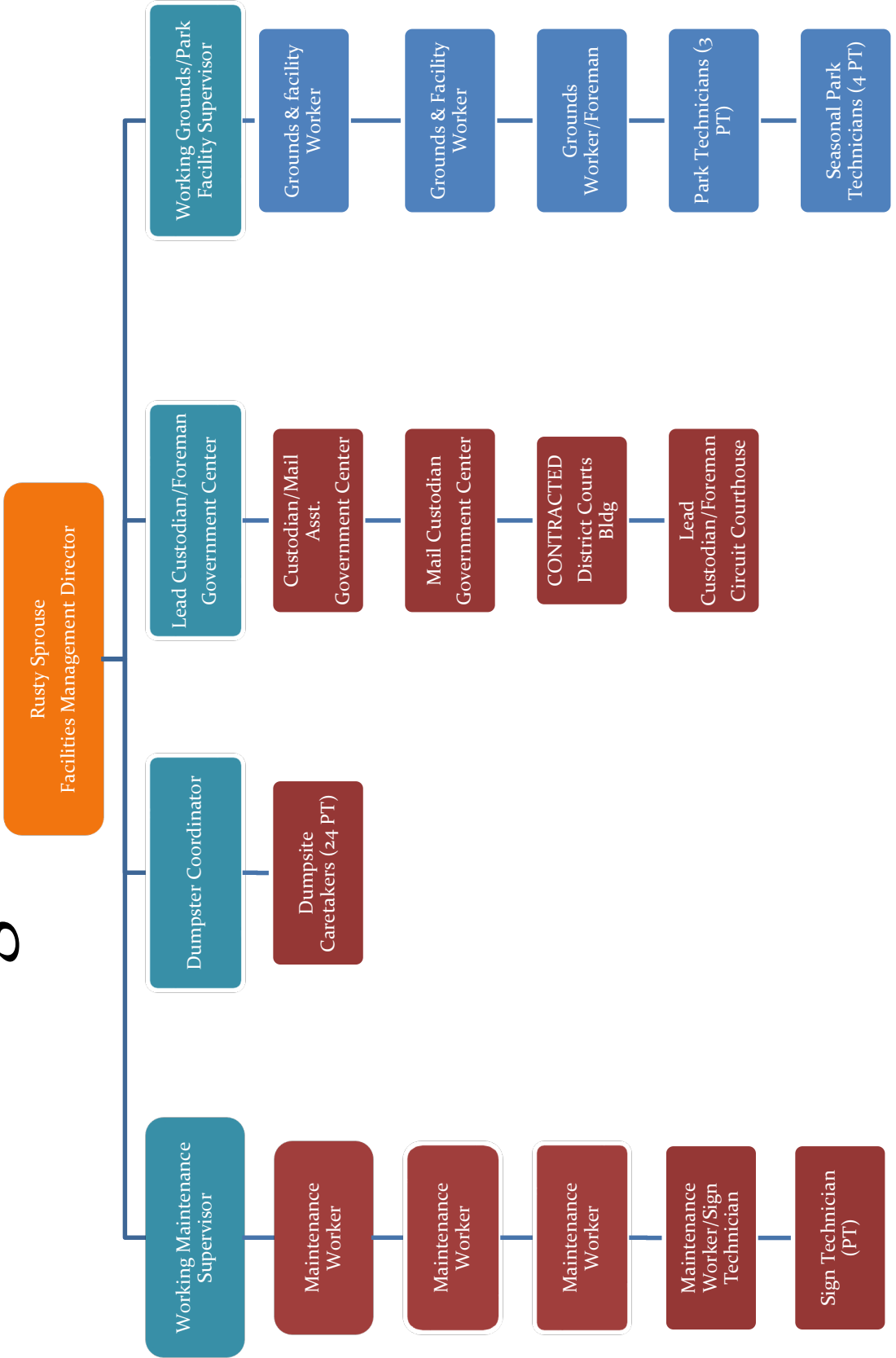
	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin. Recommendations FY 22-23	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
6009 - VEHICLE MAINTENANCE & SUPPLIES - FLEET			\$ 9,000	\$ 9,000	\$ 10,000	\$ 9,000	\$ 1,000
Building maintenance	\$ 5,000	\$ 5,000					general cut
Grounds maintenance	\$ 5,000	\$ 5,000					
	\$ 10,000	\$ 10,000					
6010 - POWER EQUIPMENT MAINTENANCE & SUPPLIES			\$ 11,000	\$ 13,000	\$ 13,000	\$ 13,000	-
I.e. weed eater cord, mower blades, small engine repair	\$ 2,500	\$ 2,500					
Service work on (2) Ventrac's, backhoe, etc.	\$ 10,500	\$ 10,500					
Building	\$ 13,000	\$ 13,000					
Grounds							
6011 - WEARING APPAREL			\$ 10,800	\$ 10,800	\$ 11,000	\$ 10,800	\$ 200
Uniforms, boots, etc. - full-time employees	\$ 500	\$ 600.00					general cut
Natural Chimneys Seasonal Park Attendants and seasonal PT Summer	\$ 9,800	\$ 9,800					
Building and Grounds	\$ 500	\$ 600					
Special Event Tees - \$500.00 (NC and SD Parks)	\$ 10,800	\$ 11,000					
6012 - REPAIR & MAINTENANCE - SHOP/EASEMENTS			\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	-
Grounds maintenance of county owned easements	\$ 4,000						
Includes Mill Place							
6013 - REPAIR & MAINTENANCE/POOLS			\$ 8,000	\$ 10,300	\$ 10,500	\$ 9,500	\$ 1,000
Natural Chimney's Pool	\$ 5,250	\$ 5,500					general cut
Stuarts Draft Pool	\$ 5,250	\$ 5,000					
	\$ 10,500	\$ 10,500					
6014 - GROUNDS REPAIR & MAINTENANCE SUPPLIES			\$ 22,000	\$ 33,000	\$ 27,000	\$ 24,500	\$ 2,500
Road Salt, Bag Salt, Mulch, stone, tree trimming, etc.	\$ 21,000	\$ 21,000					general cut
County owned grounds	\$ 4,000	\$ 6,000					
Natural Chimneys	\$ 25,000	\$ 27,000					
6016 - REPAIR & MAINTENANCE - SHOP/GENERAL			\$ 4,000	\$ 5,500	\$ 5,700	\$ 5,500	\$ 200
Small tools, gloves, safety glasses, etc.	\$ 4,000	\$ 4,000					general cut
Target Solution Subscription	\$ 1,700	\$ 1,700					
	\$ -	\$ -					
	\$ 5,700	\$ 5,700					

**43010-FACILITIES MANAGEMENT
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin. Recommendations FY 22-23	Difference
6017 - INFRASTRUCTURE & UTILITIES/NATURAL CHIMNEYS							
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
Replacement and large repairs for infrastructural items i.e. water lines, power pedestals, etc. (FY-22 and 23 Shower Handles)			7,500 \$	9,000 \$	9,000 \$	9,000 \$	-
		1,500					
8001 - EQUIPMENT							
For replacement of larger equipment - i.e. mowers, weed eaters, snow plows, chain saws, drills, tool boxes, etc.							
1- Animal Control Minisplit HVAC Unit	\$ 8,000	\$ 8,000	5,000 \$	94,000 \$	156,300 \$	8,000 \$	148,300
2- Building and Grounds Utility Line locating equipment							HVAC mini use ARPA line equipment to revised skid steer to revised
3- Trac Skid Steer							scissor lift to revised
4- Mini Excavator							cut mini excavator
5- Scissor Lift							
Yearly Equipment Allowance	\$ 8,000	\$ 8,000					
Total	\$ 8,000	\$ 156,300					
			Department Total: \$ 1,100,800	\$ 1,313,481	\$ 1,422,100	\$ 1,209,900	\$ 212,200
			Payroll Total: \$ 941,754	\$ 1,010,463	\$ 969,294	\$ 1,035,121	\$ (65,827)
			Grand Total: \$ 2,042,554	\$ 2,323,944	\$ 2,391,394	\$ 2,245,021	\$ 146,373

Personnel includes Pay and Reclass from HR

Facilities Management Organizational Chart



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**Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
Health & Public Assistance**

Department	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Health Department	\$571,337	\$579,123	\$579,123	\$628,127	8%
Tax Relief for the Elderly	364,469	375,857	375,857	363,115	-3%
Total Health & Public Assistance	\$935,806	\$954,980	\$954,980	\$991,242	4%



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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.

Current focus is pandemic based response, to test for and make COVID vaccine available to all Virginians. We are part of a national effort to reduce the impact and curtail loss of life due to COVID.

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 2021 Expenditures	FY 2022 Adopted	FY 2022 Revised on LGA, due to vacancies	FY 2023 Recommended	FY 2023 Requested	% Change from FY2021
County Funding	\$571,337	\$579,123	\$579,123	\$628,127	\$628,127	8.5%

Service and Performance Measures:

Item (routine)	FY 2020 Actual	FY 2021 Actual
Septic Permits Issued	268	302
Well Permits Issued	135	179
Food Inspections	186	184
Milk Processing Inspections	47	35
Installed alternative on-site sewage	608	232
Tourist establishments	22	22
Patient Visits	3976	COVID OTHER STATS UNAVAILABLE

Contact Information:

Dr. Elaine Perry, Health Director
Phone: 540-332-7830
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**51010-HEALTH DEPARTMENT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommends	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
		\$ 579,123	\$ 579,123	\$ 628,127	\$ 628,127	\$ -
<u>5601 - CONTRIBUTION TO STATE HEALTH DEPT</u>						
Includes services for medical, sanitation and milk inspections						
Department Total:		\$ 579,123	\$ 579,123	\$ 628,127	\$ 628,127	\$ -
Payroll Total:		n/a	n/a	n/a	n/a	
Grand Total:		\$ 579,123	\$ 579,123	\$ 628,127	\$ 628,127	\$ -

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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	FY2020 - 2021 Expenditures	FY2021 – 2022 Adopted	FY2021 - 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$364,469	\$375,857	\$375,857	\$363,115	-3.4%

*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. Recommends	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
		\$ 375,857	\$ 375,857	\$ 363,115	\$ 363,115	\$ -
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:		\$ 375,857	\$ 375,857	\$ 363,115	\$ 363,115	\$ -
Payroll Total:		n/a	n/a	n/a	n/a	n/a
Grand Total:		\$ 375,857	\$ 375,857	\$ 363,115	\$ 363,115	\$ -

**Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
Cultural**

Department	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Parks & Recreation	\$515,315	\$819,722	\$756,993	\$930,685	14%
Library	1,558,855	1,590,652	1,662,016	1,678,937	6%
Total Cultural	\$2,074,170	\$2,410,374	\$2,419,009	\$2,609,622	8%



Photo courtesy of Augusta County Parks and Recreation



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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 just the past 25 years and amenities within them have developed incrementally as funding has been provided. Based on national standards, this 'build-out' alone is a phenomenal accomplishment. These parks are now anchors within communities around the County, providing convenient access to outdoor recreation. 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.

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 has also hosted over the years popular award-winning special events such as the Sweet Dreams Festival and Park to Park ½ Marathon.

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. Improvements are scheduled for the years of 2022-2023 that include more convenient vehicle access to the riverside and a new boat launch. 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 Calpasture 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. Since being gifted the park, the County has invested more than 1 million dollars in capital improvements at the park, significantly improving infrastructure including utilities. At the same time, the private sector has invested in the park as well with Dominion Electric completing in 2019 an estimated 2 plus million dollar underground line and transformer replacement project. Also Black Bear Productions spearheaded a number of private entities in completing a more than \$50,000 renovation of the park's performance stage and area at the base of the Natural Chimneys formation.

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.

Completed in 2018, The Trails at Mills Place is a 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.

Development of the Dooks Crossing Public Access to the South River was completed in 2021. The Dooks Crossing river access site is a 6.3 acre parcel located off rt. 611 (Dooks Crossing Rd.) along the South River. It will be used exclusively as a boat launching and fishing site. This project was made possible by a \$100,000 grant through the DuPont Recreational Settlement – Support To Partners Shenandoah River Watershed Program. An information kiosk and additional signage will be installed to complete the project with a grand opening scheduled for April 2022. Maps included in the kiosk will show additional upstream (Basic Park in the City of Waynesboro) and downstream (Crimora Park) launch sites along the South River.

Strategic Goals and Objectives:

- Plan and position our department, staff, and resources to possibly assume leadership and management of a County-wide comprehensive youth sports/athletics program. An abundance of opportunities have been provided by local non-profits throughout the County, loosely knit, up to this point in time. With each passing year, more and more organizations are struggling and are looking to the County for assistance and getting steps closer to 'folding' all together and no longer offering those recreational opportunities. These efforts would merge into the last few years' steps to adjust the department's organizational structure to more accurately reflect the public's current expectations of the department and continue to improve employee efficiency and productivity. These included the creation of the Recreation Manager position and the Parks Services Manager position. The next step is to hire an additional full-time Program Coordinator to develop this athletics program, provide oversight of it and continue offering the numerous high quality programs that have come to be expected of our department and to meet the expressed needs and interests of our citizens.
- Pursue a master plan specifically for Natural Chimneys Park.

- Secure funding and then execute a replacement plan for 170 picnic tables and 170 campfire rings within the campground at Natural Chimneys Park
- Open a 'camp store' / retail operation in the Visitor Center at Natural Chimneys Park.
- Make facility and space reservations for parks and County facilities available to be conducted on-line through a simple inquiry or request procedure and approval and confirmation process, using the newer software system that the Department is operating.
- Promote the availability of walking trails at all County parks and encourage County citizens to take part in simple exercise and develop healthy living habits.
- Pursue grant funding to pave/hard-surface the existing trails at Augusta Springs Park and Deerfield Park. This will vastly improve accessibility and provide much greater ease of maintenance. The trails at Crimora Park and Stuarts Draft Park would then become priority.
- Using the \$100,000 grant/allocation from VA DCR via the DuPont Settlement Fund, construct a new boat launch at Crimora Park on the South River and improve vehicle access and parking for those wishing to access the river at this existing park.
- Further explore and pursue the development of multi-sports/athletic fields on the south-end of the current Government Center campus in Verona. The artificial turf option on the area that is currently in pavement/gravel would be extremely viable and utilitarian and could be combined with some existing features such as the veranda, the Gouchenour House lawn, the designated wetlands, ample weeknight and weekend parking, etc. to provide an ideal recreational area for the greater Augusta County community.
- Enter into an agreement with an outside consultant or resource management agency that could assist the County in long-term management of the timber on the property and other natural resources including administering a well overdue timber harvest of pines on the western tract of the property. Then pursue a Public Use Overlay for the Berry Farm property as it presents numerous opportunities for recreation/public use. It is a textbook example of property that could be developed for both open space conservation and passive recreation opportunities in the future. Development of a management and amenity plan among stakeholders will be a vital important step requiring focus and deliberate action steps and timelines.
- Continue to replace park signage as it needs with the newer County logo replacing the department's previous logo.
- As a part of the process of replacing the playground at Stuarts Draft Park, relocate it and expand it in size while also addressing some other shortcomings of the park's upper level (along Kiser Drive) including adequate parking, managing stormwater runoff, and the lack of shade and utilities at the Swett Amphitheater.
- Develop a plan to establish in the next 2-3 years, a working management and programming office/space for Stuarts Draft Park within the existing facilities at the park.
- Commit time and resources to reviewing and studying existing funding practices and methods, and determining what mechanism or policy/procedure could be implemented to fund new recreational property or amenities without further burdening the budgeting or financial planning process. This could also fund complex enhancements of existing amenities that don't truly fall into the replacement or depreciation definition of funding.
- Continue to assist community based youth sports organizations that provide opportunities to County youth but have increasing difficulty with finding reliable, experienced leadership for their organizations, and a sufficient number of volunteer coaches. Partly due to this, these organizations are also having difficulty in managing annual operating budgets consistently from year to year. This handicaps them significantly when capital improvement needs arise and sometimes just with regular, simple, annual maintenance and upkeep of the property.
- Continue to grow the department's 'market presence' for its varied recreational opportunities through an aggressively distributed seasonal publication (Activities Guide). This would be in active partnership with the Augusta County Library but serve as a County newsletter/news-piece of sorts for all County citizens. We have also recently expand our distribution of our E-newsletter (the Rec-Report) by more than 50%. This along with consistent use of existing social media platforms for the department will complement the seasonal/quarterly Activities Guide and keep our recreational offerings 'in front' of citizens/customers

- Further grow community use of existing recreational facilities that may result in additional revenue streams. Enhance existing parks and recreational facilities with trending amenities.
- Maintain clean parks and safe recreational equipment (playgrounds, ball fields, soccer goals, etc.)

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$475,100	\$586,272	\$566,599	\$647,785	10.5%
Operating	40,215	233,450	190,394	282,900	21.2%
Total	\$515,315	\$819,722	\$756,993	\$930,685	13.5%

*Increases in personnel are due to a Pay and Reclass by HR. The Program coordinator requested was not funded for FY23. Changes in operating are directly related to the departments ongoing struggles with programming due to the pandemic.

The significant changes in the department’s requested FY23 budget are mostly a result of the ongoing pandemic. Many of the changes on the expense side, or at least the most significant ones, are offset with increased revenues; in fact, if the department doesn’t realize projected revenues then the overwhelming majority of the increased expenses won’t be realized either. Those changes are significant compared to FY22 and FY21 but drastically different when compared to FY20 and FY19 because of the pandemic. Every effort is being made to maintain an operational budget recovery % (revenue vs. expenses) that was consistent with the past few years knowing full well that there is an obvious need for on-going financial investment in the maintenance side of our parks and facilities. The Department has great motivation to insure that we stay balanced in our approach to management with a sense of stewardship and entrepreneurship. That being said our years long ‘pay to play’ approach to programming has had to moderately change and be altered if we still desired to serve the community during these unique and challenging times.

Change in personnel figures would be driven largely by the request for a new full-time Program Coordinator position. The other two factors increasing personnel expenses would be part-time positions. One of these positions (Park Services Technician) is for a current employee who would continue to oversee and administer the new, soon to be launched retail/camp store at Natural Chimneys Park. The other factor involves plans to offer increased programming including summer camp in 2022. The last factor will not be an expense if the programs for some reason or another do not happen and revenue is not realized. In fact, if the requested full-time position is approved, there will likely be almost \$7,000 in savings in reduced part-time wages.

Operating change would be contributable to:

1. Increased requests for expense line items directly related to program costs (like -3201, -3205, -3800, -6003, -6004, -6024, and part of -3600 and -6008, etc.) with emerging/recovering from the pandemic with the ability to provide more programs. These increases are entirely offset and directly influenced by the projected revenue for the department.
2. Increase in Maintenance Service Contracts (-3320) expense due to increase in annual maintenance and hosting fee for the Department’s RecTrac software and WebTrac interface. Previously, we hosted the software on an internal dedicated server but now it is entirely hosted off-site by the software provider. However this increase will easily be offset likely by a savings for the IT Department in regards to no longer needing server space for our current software and no longer having to ‘push out’ updates (labor time). In last year’s (FY22) budget documents, it was stated that we expected this fee to at least double for FY23. We are also requesting funding to increase the number of credit card processing units that we rent monthly, to increase our efficiency in serving customers in person at the Visitor Center at Natural Chimneys Park especially with the launch of the camp store.
3. Increase in Contracted Services – Lifeguards (-3800) due to increasing costs from the lone vendor in the area that is able to most reliably provide us lifeguards during our pool season. This consistent increase is part of the justification for the full-time Program Coordinator position request.

4. Increase in Telephone Services (-5203) due to increased monthly expense for having new fiber service at Natural Chimneys Park for an entire 12 months and at times the repair costs.
5. Increase in Travel (-5501) due to this is where we expense all our department's training needs and we have an opportunity to send a knowledgeable and experienced staff member to a periodically conducted symposium, i.e. graduate level training, for our RecTrac software. We also have the opportunity to participate in an on-line and on-going educational forum about the RecTrac software for all of our staff based on annual membership. This will allow training to be done at times most convenient to us and without travel or leadership expenses.
6. Increase in Equipment (-8001) expense due to desire to equip our 2 mini-buses with AED units. This is becoming more of the standard and simply is a wise, proactive measure based on the age of the population that we consistently serve with these buses and how the County uses them as well for Commissions and Board meetings.
7. Slight increase in Furniture & Fixtures (-8002) expense due to need to replace some desk chairs and office/floor mats. We'd also like to purchase a table dolly/cart for our collection of tables that we move frequently in and out of storage for programs and events.

Service and Performance Measures:

Item	2021 Actual
Programs Offered	n/a
Programs Realized/started	n/a
Participants	n/a
Participation Hours	n/a

Drastically affected by the pandemic. The department attempted to offer more programs and offerings that did not require advance registrations and did not follow our historical nor traditional model of programming. Thus gathering statistics and figures for participation and influence or impact on citizens presented challenges. Truly, having the campground open and providing someone with the opportunity to camp on one site for one night during the pandemic should count as a program offering. With 165 sites in our campground available for more than 120 nights, that would equate to lots of program offerings, in this different mindset that the pandemic has forced us to consider and adjust to in time. The same could be said for more than 400 sessions of open swim at our pools during the summer of 2021. To this matter, the Department is working on developing an improved statistical reporting format that takes all into consideration.

Accomplishments:

- For the fifth straight year, albeit an incomparable year due to the pandemic, maintained an 80% plus success rate/percentage for offered programs over entire FY. This five year period is the department's greatest success percentage ever and speaks to the focus on staff efficiency and meeting citizens' interests.
- Migrated to a modernized, more efficient browser based version of our current RecTrac software. This version has provided staff with exponentially more management and administrative tools. Most importantly this version has a vastly improved user interface design which is highly friendly for our customers and plays nicely with mobile devices.
- Completed the development and construction of a public river access to the South River at Dooks Crossing. This access includes adequate parking and a beach style boat launch. The recreational portion of this larger project on the river at Dooks Crossing was made possible through a \$100,000 grant from the Dupont Settlement via VA DCR. A grand opening is scheduled for April 2022.
- Installed more park rules signs throughout our parks and in multiple locations at some of our bigger and busier parks. This was done at significant savings by our County sign shop.
- Awarded, by the Oversight Committee of DuPont's NRDAR, \$100,000 each for two river access projects at Dooks Crossing and Crimora Park. After substantial public input, the County's team including P&R staff, contracted out for professional design.

- Expanded our E-newsletter (Rec Report) distribution to more than 2,500 monthly.
- Hired the Department's first Parks Services Manager and integrated the position into the 'Management Team' that includes the Director and Recreation Manager.
- Reassigned some responsibilities and many programming objectives and directives within the department with the discontinuing of some programming offerings and some staff turnover.
- At the conclusion of FY20-21 the department had recovered more than 42% of all operating expenses through direct revenue streams. This was a decrease from previous years due to the pandemic affecting our ability, for the entire fiscal year, to provide revenue generating programming and making facilities and campsites available for rent and use. This was the first year in 16 years that the Department had not exceeded a recovery percentage of 45%. However, budget goals for FY21 were still met.

Contact Information:

Andy Wells, Director

Location: Augusta County Government Center
Augusta County Parks and Recreation
18 Government Center Lane
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Verona, VA 24482

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Fax: (540) 245-5732

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

**71010-PARKS RECREATION
BUDGET REQUEST**

	Detail	Detail	Original FY 21-22	Revised FY 21-22	Request FY 22-23	Co. Admin Recommendations FY 22-23	Difference Request to Recommendations
3201 - FEE BASED PROGRAMS			\$ 16,000	\$ 4,200	\$ 10,000	\$ 10,000	\$ -
Direct leadership cost with all department programs	21-22 Revised	Detail					
*Has averaged about 18-22% of projected							
Rec Fee revenue 016130-0006 over past 4 years	FY22-23						
3205 - CREDIT CARD FEES			\$ 8,800	\$ 7,500	\$ 8,800	\$ 8,800	\$ -
Estimated on past yearly expenditures							
and based on 1.8% of total revenue - but new processor							
Fees trending lower than past years with more secure online tx							
Preferred method of payment (over 96% of txns)							
*Directly related to total revenue							
3320 - MAINTENANCE SERVICE CONTRACTS			\$ 11,000	\$ 9,000	\$ 19,800	\$ 19,800	\$ -
Annual Maintenance of RecTrac & Hosting WebTrac only							
New annual maintenance fee & hosting of all (RecTrac & WebTrac)		\$ 8,400					
new credit card processor - switch over to new machines		\$ -					
new credit card machines - rentals		\$ 600					
88 (\$30/month/device)		\$ 9,000					
3600 - ADVERTISING			\$ 35,000	\$ 24,500	\$ 62,500	\$ 62,500	\$ -
Quarterly brochure/guide at 64 pgs/run							
@ 38.5K quantity		\$ 22,500					
- includes all design, print, postal distrib.							
- run approx \$20,000/issue (x 3 issues per year NOW)							
Less Library contribution to guide (\$3000 x 4 issues -> prior to FY22)							
3 domains - annual renewal		\$ -					
Facebook/social med promotions		\$ 50					
use of Canva for design purposes		\$ 250					
Adobe Creative Cloud subscription		\$ 150					
Photography		\$ -					
		\$ -					
		\$ 500					
		\$ 22,950					
		\$ 62,650					

***Historically, P&R budget is constructed so that 50% of this expense is treated as a 'program expense' of which all are recovered by the department'revenues by conclusion of FY**

**71010-PARKS RECREATION
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
3800 - CONTRACT SERVICES - LIFEGUARDS			\$	48,500 \$	57,500 \$	57,500 \$	-
Contracted services with the Staunton Y to provide lifeguards for ACPR Pools							
Revised to actual							
*new agreement/new season allowance 2.5% increase							
*for Summer 2022 about 3,250 hrs @ \$17.25/hr							
	Actl \$ per site						
	\$ 26,700	\$ -					
	\$ 29,300	\$ -					
	\$ 56,000	\$ -					
5201 - POSTAL SERVICES			\$	800 \$	500 \$	500 \$	-
relying more on digital communication including using our registration software to send confirmations, etc. by email							
5203 - TELEPHONE SERVICES			\$	9,200 \$	11,000 \$	10,000 \$	1,000 general cut
includes Monthly cost for share of office, cell phones	\$ 2,880	\$ 5,760					
Monthly cost for service @ NCP for phone and new fiber	\$ 1,920	\$ 3,840					
Service calls & enhancements during the year	\$ -	\$ 1,400					
components & hardware needed for fiber install project @ NCP in the Visitor Center (Shentel picked up most exp)	\$ 500						
	\$ 5,300	\$ 11,000					
5305 - MOTOR VEHICLE INSURANCE			\$	3,900 \$	3,900 \$	3,500 \$	400 general cut
4 vehicles; 2 mini-buses							
5501 - TRAVEL EXPENSES			\$	2,800 \$	4,850 \$	4,850 \$	-
staff regis at Annual VRPS Conference #7 @ \$400 per held in Harrisonburg in Fall 2021	\$ 2,800	\$ -					
RecTrac Symposium for 1 staff member	\$ -	\$ 2,750					
RecTrac Training for staff - Dept wide regis in 'RT University' which allows for online training for all staff on site	\$ -	\$ 1,000					
assorted VRPS mini-conferences & trainings across the state (day-trips)	\$ 800						
CPR Training for Bus Drivers	\$ 300						
	\$ 2,800	\$ 4,850					

**71010-PARKS RECREATION
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommend
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$	2,400 \$	2,300 \$	2,300 \$	-
VRPS agency membership (Director & one)	\$ 250 \$	250					
VRPS Professional Memberships	\$ 875 \$	800					
8 @ \$75 prt							
3 @ \$60 prt	\$ - \$	-					
NRPA Agency membership	\$ 750 \$	700					
up to 10 FT staff and 10 Citizens/Cmsnrs							
Zoom Memberships (\$240 yr x 2)	\$ 500 \$	500					
VDH Campground Permit	\$ 40 \$	40					
	\$ 2,415 \$	2,290					
<u>6001 - OFFICE SUPPLIES</u>			\$	5,700 \$	6,300 \$	6,300 \$	-
Monthly lease fees for Xerox (\$400/month)	\$ 4,800 \$	4,800					
additional copy rate w/more in-house	\$	200					
printing jobs and pieces							
copy paper, pens, pencils, binders, laminates	\$ 900 \$	1,100					
*New - NCP campstore sales supplies	\$ 200 \$	200					
	\$ 5,700 \$	6,300					
<u>6002 - SUPPLIES - CARE PROGRAMS</u>			\$	- \$	- \$	- \$	-
*Shelving or discontinuing the program for school year 21-22							
*coordinates directly with revenue item							
016130 - 0007							
<u>6003 - KIDS CAMP SUPPLIES</u>			\$	16,850 \$	17,000 \$	17,000 \$	-
Includes expenses for field trips,	\$ 16,850 \$	-					
breakfasts, paid programming, etc							
*with improved quality of field trips, advanced deposits							
required before end of FY so exp for 1 summer split over fy's 20% - 80%							
Have discovered with time, increased competition for time							
requires us to invest more in the experience we provide							
to insure participation (20-30% of fees generated)							
*related directly to revenue item 016130 - 0008	\$ 16,850 \$	-					

**71010-PARKS RECREATION
BUDGET REQUEST**

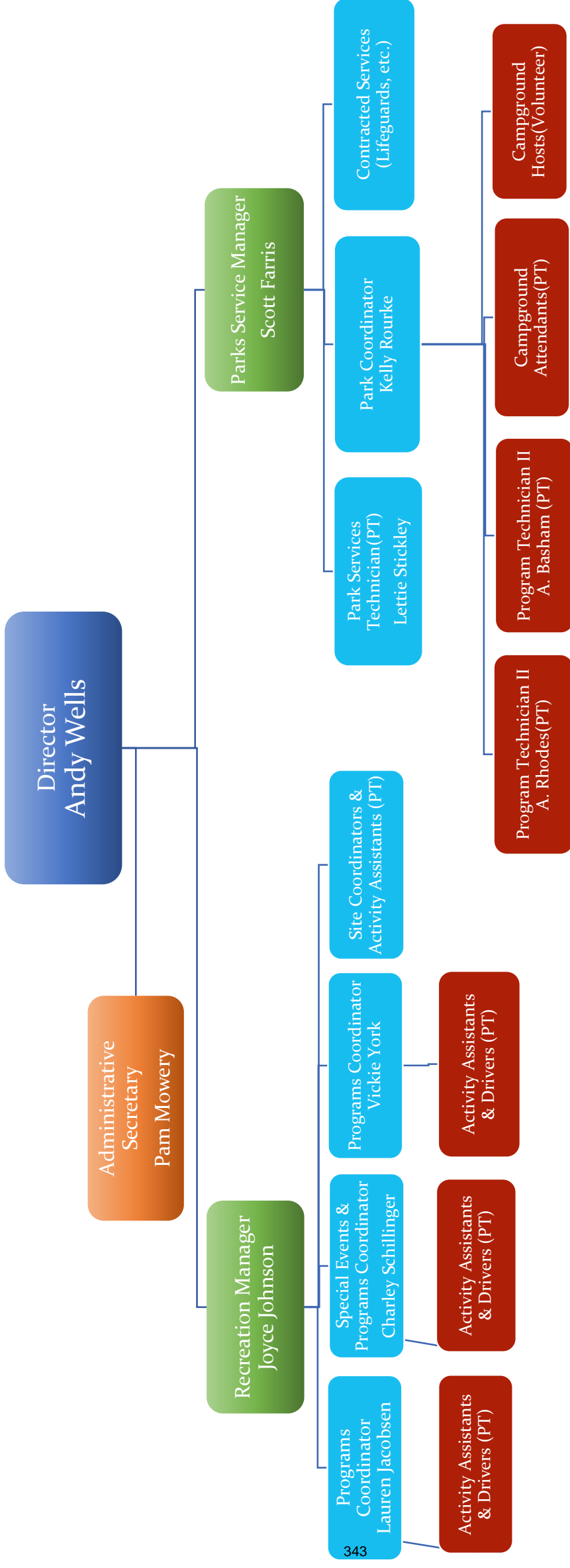
	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
6004 - EVENT SUPPLIES			\$ 16,000	\$ 16,000	\$ 20,000	\$ 20,000	\$ -
Special Events/Programs like Sr Health Fair, Food Truck, also Movie Nights, or anything Holiday-related	\$ 4,000	\$ 6,000					
Special Weekend/Holiday programs @ NC Park Sweet Dreams Fest or replacement investment new for FY21 , becoming official County event accounting for special event/program planning that doesn't fit our traditional model for revenue recovery	\$ 12,000	\$ 14,000					
*previously most expenses billed to -6024 but now here *related to revenue items - 0001, 0002, -0003, -0006	\$ 16,000	\$ 20,000					
6008 - VEHICLE & POWERED EQUIPMENT - FUEL			\$ 4,500	\$ 5,000	\$ 7,500	\$ 7,500	\$ -
Fuel to operate departmental vehicles for transporting program participants and staff on administrative tasks overly successful bus trips could affect but would be reflected in increased revenue							
*difficult to forecast @pump costs but expect increase *related to revenue item -0006							
6009 - VEH MAINT & SUPPLIES - FLEET VEHICLES			\$ 3,000	\$ 3,000	\$ 3,000	\$ 2,500	\$ 500
4 vehicles and 2 mini-buses vast majority are newer vehicles with good preventative maintenance being performed on them however will see more mileage on them if we emerge from pandemic							general cut
6021 - PROGRAM EQUIP & MATERIALS			\$ 5,500	\$ 9,150	\$ 6,000	\$ 6,000	\$ -
Recyclable supplies such as balls, nets, line paint	\$ 1,800	\$ 1,500					
Lifeguard umbrellas & aquatics activity supplies	\$ 800	\$ 800					
First Aid supplies	\$ 250	\$ 450					
Karate equipment	\$ 500	\$ -					
Event apparel & safety-wear for staff	\$ 500	\$ -					
Event equipment (parking markers, storage totes, etc.)	\$ 750	\$ 600					
Event signage (banners, Aframe inserts, etc.)	\$ 100	\$ 850					
Photoshoot backdrop	\$ 800	\$ 1,800					
Park signage (replacement & new)	\$ 3,650	\$ -					
New Kiosk and other signage for Dooms Crossing river access	\$ 9,150	\$ 6,000					

**71010-PARKS RECREATION
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
6024 - ADULT PROGRAM SUPPLIES			\$ 43,500	\$ 12,000	\$ 29,000	\$ 29,000	\$ -
Includes all supplies that are consumed in our programs: trophies, admission tickets, chartered busses, class supplies <i>*Historically been at 52-55% 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 58% *directly related to revenue item -0006</i>							
6028 - RESALE ITEMS			\$ -	\$ 8,200	\$ 14,000	\$ 14,000	\$ -
Includes all products purchased with the intent to resale							
8001 - EQUIPMENT			\$ -	\$ 4,359	\$ 4,850	\$ 850	\$ 4,000
retrofitting buses for safety camera install #2 larger monitors for work stations (necessary with RecTrac) AED units for buses \$2,000 each x 2 buses N							
8002 - FURNITURES & FIXTURES			\$ -	\$ 1,070	\$ 1,400	\$ -	\$ 1,400
new office/desk chairs #2 x \$350 each new chair/under desk mats #2 x \$150 each table dolly/cart							
8003 - COMPUTER SOFTWARE			\$ -	\$ -	\$ -	\$ -	\$ -
Department Total: \$ 233,450 \$ 190,394 \$ 290,200 \$ 282,900 \$ 7,300 Payroll Total: \$ 586,272 \$ 566,599 \$ 671,208 \$ 647,785 \$ 23,423 Grand Total: \$ 819,722 \$ 756,993 \$ 961,408 \$ 930,685 \$ 30,723							

Personnel includes Pay and Reclass from HR
cut program coordinator from request

Parks and Recreation Organizational Chart



Library

Mission:

The Augusta County Library provides a welcoming gathering place with convenient access to information, experiences, and materials for the benefit of all members of the community.

Department Overview:

Since opening to the public in 1977 from a small building located in the Woodrow Wilson school complex, the Augusta County Library has grown into a service-oriented system with seven libraries located in key communities throughout this large county. As a member of the Valley Libraries Connection with the Staunton and Waynesboro Libraries, our patrons have access to the resources of each separate system.

Area residents rely on our libraries for access to computers and printers, access to the Internet through Wi-Fi at all locations, and assistance with using varied technology. For many, we are their means to finding and applying for jobs, benefits, obtaining a driver's license, filing taxes, and maintaining e-mail contact. Many sign-up for Book-a-Librarian sessions to learn how to use new smart devices, troubleshoot their personal equipment or learn new software.

Following a strong tradition of lifelong learning, we support early literacy through our children's collections, STEM materials, and a variety of programs for all ages. Teachers and students depend upon our collections and resources to supplement their educational efforts and for homeschoolers and those taking online classes we are their library.

FY2021-2022 Overview:

During FY20-21 the COVID-19 pandemic continued to create new challenges to providing access to library resources, services, and programming throughout the year. Due to the winter surge of 2020-2021, Augusta County Library reverted to curbside-only services December 2020-April 2021. In April 2021, Augusta County Library began the process of reopening all seven library locations, including Deerfield Library Station, which was closed to the public for over a year.

With the availability of the COVID-19 vaccine and an added layer of protection for staff, the library expanded services to the public in April 2021 to include open access to public computers, the ability to browse the collection, and limited in-person programming, primarily available in an outdoor setting in an effort to mitigate exposure to both staff and patrons. Curbside services continued for patrons who were not interested in visiting the library to provide access to print jobs and materials that were placed on hold.

In March 2020 the library applied for and was awarded a \$5,000 grant from the Community Foundation to be used for the purpose of re-engaging the community during FY2021-2022. The funds are currently being utilized to continue to provide internet access through our wifi service and will be used in an outreach capacity to bring awareness to the library.

While the library's patronage is down significantly from FY2019-2020, circulation of print and electronic materials increased from the previous fiscal year. This demonstrates that the library users who used our resources used them at a significant rate. Many of the areas in which you will see a decrease below have to do with the fact that our buildings were not physically open for close to five months out of the year, with the exception of wireless users. Even when buildings were not physically accessible to the public, patrons still had access to the 24/7 wireless internet the library buildings provide (with the exception of Craigsville Library Station, which provides wireless service between the hours of 9:00 AM and 9:00 PM at the request of the town). While usage was down at our larger locations such as Fishersville Main Library and Churchville Branch Library, due to the fact we had fewer

people in the building, usage was up significantly for our more rural locations such as Craigsville, Deerfield, and Middlebrook. Patrons accessed the internet in this manner in our parking lots in order to check email, apply for jobs, etc.

Anecdotally patrons have expressed how appreciative they have been for being able to access library services and resources during the COVID-19 Pandemic. One patron stated that she didn't know what she would have done if she couldn't pick up materials via curbside as she is elderly, lost her husband, and was choosing to stay home and not go into crowded buildings to keep herself safe. Books made available curbside allowed her to keep her mind sharp, feel connected, and not so lonely.

While maintaining as many services as possible while our doors were closed, and going through the process of hiring a new library director and reopening buildings, staff were able to make progress on goals outlined in the FY20-23 Strategic Plan that was developed with the Ivy Group last fiscal year. Much of our progress fell in the categories of Collections and Communications while setting the stage for work in Programming for the FY2021-FY2022. Areas of progress include the following:

- Evaluating and weeding collections to make room for new items
- Conducting a diversity audit of the collection
- Ordering items based on market segmentation information
- Enhancing internal communication utilizing Slack and Google Workspaces for a consistent flow of information and equal access to materials across all seven locations
- Planning multi-generational programs to be implemented the summer during FY2021-2022
- Providing outdoor programs in Augusta County Parks
- Laying the groundwork for providing access to library materials in assisted living facilities
- Establishing baseline measures for various library metrics to compare progress year to year

Augusta County Library has made a lot of progress over the last fiscal year internally and organizationally. The library will be focusing on the following over the next 2-3 years:

- Maintaining public access to the library
- Meeting patrons where they are to provide access in an outreach capacity
- Build relationships with community organizations that have similar missions to have a larger, collective, community impact
- Re-engaging the community to increase awareness and usage of library resources and services
- Building capacity at Stuarts Draft Library Station as usage continues to increase
- Identifying technological solutions for more efficient internal workflows

These efforts will aid community members as they continue to pick up the pieces that the COVID-19 Pandemic has left.

Strategic Areas of Focus and Goals:

Collections: Facilitate access to materials, particularly for individuals and communities with limited transportation options.

Goal 1: Expand Books on Wheels program to additional Augusta County Schools.

Goal 2: Explore partnerships, grants, and additional funding to launch service to homebound individuals.

Goal 3: Improve marketing of online services to patrons with lack of transportation.

Goal 4: Create "pop-ups" at assisted care facilities and communities.

Collections: Provide a variety of materials appealing to targeted populations of non-users while satisfying the needs of current users.

Goal 1: Rebalance and diversify collections including aggressively weeding smaller libraries.

Goal 2: Apply market segmentation data to outlet-specific collection development purchase.

Goal 3: Seek funding to develop and promote a Library of Things, including toys, professional attire for job interviews, and tools.

Programming: Build on the Library’s longstanding commitment to educational support.

Goal 1: Reach out to local agencies to develop a resource and outreach network with adult education and career advisory service providers.

Goal 2: Coordinate and communicate with County teaching staff and reading specialists to identify support needs for distance learning students.

Goal 3: Provide additional Wi-Fi hotspots for check out.

Programming: Explore alternative program options.

Goal 1: Budget for additional staffing, supplies, and a mode of transporting materials.

Goal 2: Establish baseline measures and track program attendance.

Goal 3: Provide both print and online forms to evaluate the appeal, relevance, and quality of all programs.

Goal 4: Test alternative methods for program delivery including developing additional and diverse passive programming.

Goal 5: Host multigenerational programs emphasizing do-it-yourself, crafts, and cost savings topics, in partnerships with community members and organizations.

Communications: Apply market segmentation insights to develop a marketing plan that prioritizes targets, selects services to be promoted, and identifies media preferences.

Goal 1: Launch an aggressive all-County card registration drive, with smaller campaigns targeting the County’s opportunity segments.

Goal 2: Emphasize home schooling and distance learning resources in all outreach communications.

Goal 3: Increase promotion of the online newsletter.

Goal 4: Test non-electronic, targeted communications to underserved market segments.

Goal 5: Include a line item in the budget for marketing and explore grant opportunities to fund targeted advertising costs, printing, and branded giveaways.

Goal 6: Improve marketing of the Library’s current educational resources to market segments with children.

Goal 7: Establish baseline measures of cardholders, program participants, and platform use to assess performance of communications vehicles and activities.

Communications: Develop alternative communications channels.

Goal 1: Coordinate with Parks and Recreation so that the *Activities Guide* can be reconfigured to reach targeted demographic(s).

Goal 2: Explore working with selected partners to expand messaging reach.

Goal 3: Provide staff training to increase staff and volunteer comfort with verbally promoting the Library, cross-selling its resources, and encouraging program promotions with each patron interaction.

Goal 4: Utilize community resources pages to promote service.

Communications: Market current collections more effectively.

Goal 1: Provide staff training on effective merchandising techniques.

Goal 2: Test bookstore model of collection organization in Stuarts Draft and/or Weyers Cave.

Goal 3: Apply genre markers and develop more visible collection displays.

Goal 4: Develop family of *Readers Advisory* publications for online referral in in-library distribution.

Goal 5: Add a cross-marketing segment to Radio Reference with a particular focus on cross-promoting print materials with online resources, audio- and e-book, Young Adult, and DVD collections.

Goal 6: Develop system-wide branded, thematic programming to facilitate more cost-effective targeted marketing.

Communications: Improve internal communications.

Goal 1: Encourage staff to use the password protected blog and provide training where needed.

Goal 2: Begin program of staff rotation to all locations to encourage familiarity with all communities within the service area.

Goal 3: Explore installing G Suite or similar tools to facilitate centralized schedules, calendars and communications.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$1,067,357	\$1,069,833	\$1,113,748	\$1,112,380	4.0%
Operating	491,498	520,819	548,268	566,557	8.8%
Total	\$1,558,855	\$1,590,652	\$1,662,016	\$1,678,937	5.6%

*Changes in personnel are due to a pay and class study by HR. Changes in operating are due to increases in maintenance service contracts.

Total Service and Performance Measures for all seven Augusta County Library locations:

NOTE: The COVID-19 State of Emergency was declared in Virginia on March 15, 2020. Therefore statistics from the FY2019-2020 included 6+ months of ‘normal’ library service.

	FY2020-2021 Actual	Percent Difference from FY2019-2020
Print Circulation ¹	368,539	+25%
Digital Circulation	32,938	+8%
Hotspot Circulation	47	-
Number of registered users who were active over the year	4,292	-28%
Number of New Library Card Holders	1286	-27%
Number of Patron Visits	63,415	-81%
Number of Programs	426	-10%
Program Attendance	8645	-57%
Number of Wireless Sessions	28502	-30.05% ²
Number of Computer Users	4915	-63.56%
Reference Questions Asked	27878	+2.32%

¹ Number of print items that circulated. FY2019-2020 0 items circulated between April and June 2020

² Decrease at FVL, CBL, and SDLS overall, however increase in overall usage at CLS, DLS, and MLS

	FY2021-2022 (July-December) Actual	Percent Difference from FY2020-2021 (July-December)
Print Circulation	249,173	-15%
Digital Circulation	15,866	-1%
Hotspot Circulation	106	+126%
Number of registered users who were active over the course of the 6 months	12,665	+13%
Number of New Library Card Holders	807	+11%
Number of Patron Visits	42,197	+10%
Number of Programs	218	+1%
Program Attendance	3446	-24%³
Number of Wireless Sessions	16604	+8%
Number of Computer Users	3733	+11%
Reference Questions Asked	10741	-6%

FY 2020-2021 Accomplishments:

- Opened new Weyers Cave Library Station September 2020
- Hired a new library director March 2021
- Staff continued to be flexible as the state of COVID changed over the course of the fiscal year
- Maintained a high level of library service and access to library resources during the Pandemic, including times when the library was not open to the public
- Reopened buildings, including the temporarily closed Deerfield Library Station
- Surveyed the community to determine expanded hours of operation
- Developed baseline metrics to measure the success of strategic plan initiatives
- Implementing Google Suite to increase internal communication and share information more effectively
- Took the opportunity while closed December 2020 - April 2021 to continue weeding, shifting, and updating the collection at Fishersville Main Library
- Relocated special collections at the Fishersville Main Library to make them more accessible for the public
- Utilized freed up space to create socially distanced study spaces for community members to utilize
- Implemented a diversity audit of the Fishersville Main Library collection to determine areas for improvement
- The Stuarts Draft Library Station continues to increase library usage as compared to other locations during FY2020-2021
- Friends of the Library commenced their book sale in 2020
- Augusta Genealogical Society began providing limited services in April 2021
- Began hosting in person, socially distanced programming for patrons
- Received a \$5,000 grant from the Community Foundation for re-engaging the community
- Began the process of evaluating job titles, responsibilities, and initiated the first steps of a departmental reorganization
- Began offering Wonderbooks as a new format for young children and beginning readers
- Increased STEM kit offerings by 50%

³ Decrease in programming number potentially due to Delta & Omicron surges happening back to back late 2021

- Hosted the Library of Virginia's traveling exhibit: *Strong Men and Women in Virginia History*
- Collaborated with the Shenandoah LGBTQ Center to provide reading lists and a take and make craft for Pride Month
- Deerfield Library Station staff delivered items to community members since the library was closed
- Youth Services Manager served on the Virginia Library Association's Jefferson Cup Committee
- Library Director gave two presentations at the Virginia Library Association's Annual Conference
- Library Director serves on the Public Library Association's Professional Development workgroup
- Implemented regular meetings with the Valley Library Consortium directors to maintain and strengthen relationships between the SAW library systems and streamline processes to better serve community members
- Diana Decker and Cathy Loomis received Augusta County Employee of the Month awards

7 Locations

- Fishersville Maine Library
1759 Jefferson Highway, Fishersville, VA 22939
- Churchville Branch Library
3714 Churchville Ave, Churchville, VA 24421
- Craigsville Library Station
18 Hidy Street, Craigsville, VA 24430
- Deerfield Library Station
59 Marble Valley Road, Deerfield, VA 24432
- Middlebrooke Library Station
3698 Middlebrook Road, Middlebrook, VA 24459
- Stuarts Draft Library Station
2857 Stuarts Draft Highway, #107, Stuarts Draft, VA 24477
- Weyers Cave Library Station
51 Franklin Street, Weyers Cave, VA 24486

Contact Information:

Dr. Jennifer Brown, Director
Debbie Sweeney, Assistant Director

Location: Main Library, Fishersville
1759 Jefferson Hwy
Fishersville, VA 22939

Phone: (540) 949-6354
(540) 885-3961

E-mail: jbrown@augustacountylibrary.org

73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)

BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>3125 - COLLECTION AGENCY FEE</u>			\$ -	\$ -	\$ -	\$ -	\$ -
VLC has suspended use but request to keep this line open							
<u>3310 - REPAIRS & MAINT - CONTRACTUAL</u>			\$ 3,020	\$ 3,020	\$ 4,113	\$ 4,113	\$ -
Valley Termite--quarterly	\$ 240	\$ -					
Churchville plus rodent	\$ 380	\$ -					
Brown Exterminating (Termite)	\$ 200	\$ 200					
Security during Halloween	\$ 200	\$ 200					
Miscellaneous repairs	\$ 2,000	\$ 3,000					
American Pest Fishersville & Churchville)	\$ 3,020	\$ 4,113					
<u>3320 - MAINTENANCE SERVICE CONTRACTS</u>			\$ 50,781	\$ 50,781	\$ 68,657	\$ 68,657	\$ -
Automation maintenance includes SIP & phone tree charges to WPL (TLC)							
Bibliotheca(self check and RFID)	\$ 21,000	\$ 24,000					
Cornerstone (fire security monitoring/testing)	\$ 9,260	\$ 9,260					
Snow removal	\$ 360	\$ 360					
Custom Deliveries of VA	\$ 3,100	\$ 3,100					
I-Drive (cloud storage)	\$ 9,240	\$ 5,400					
Service, repairs, and upgrades	\$ 600	\$ 600					
Librarica LLC (Cassie maintenance)	\$ 525	\$ 525					
Port 53 (filtering software)	\$ 1,200	\$ 1,200					
Springstaffer(scheduling)	\$ 590	\$ -					
Gimlet (Reference software)	\$ 710	\$ 710					
Centurion Technology (PC Security)	\$ 450	\$ 450					
netSummit (anti virus for 3 years)	\$ -	\$ -					
Cisco Service Subscriptions	\$ 1,646	\$ 1,646					
Spaghetti Detector (3D Printer)	\$ 100	\$ 100					
E-Rate Central (manage E-Rate program)	\$ 2,000	\$ 2,000					
Niche Academy	\$ -	\$ 3,700					
OCLC	\$ -	\$ 12,000					
Office 360 for 87 computers (6 years)	\$ -	\$ 3,606					
	\$ 50,781	\$ 68,657					

**73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>3324 - JANITORIAL SERVICES - CONTRACTUAL</u>							
	\$ 1,500	\$ 1,500	\$ 33,560	\$ 33,560	\$ 38,765	\$ 38,765	\$ -
Window Cleaning							
Upholstery Cleaning	\$ 2,025	\$ 2,025					
Janitorial Service at SDLS	\$ 1,300	\$ 2,220					
Janitorial Service at Fishersville	\$ 18,300	\$ 22,140					
Janitorial Service at Churchville	\$ 2,640	\$ 2,880					
Janitorial Service at Weyers Cave	\$ 2,000	\$ 2,200					
Strip and wax floor	\$ 2,000	\$ 2,000					
Carpet (plus stations)	\$ 3,795	\$ 3,800					
	\$ 33,560	\$ 38,765					
<u>3600 - ADVERTISING</u>							
	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ -
Program ads on Facebook and area media							
	\$ 30,000	\$ 30,000	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ -
<u>5100 - ELECTRIC SERVICES</u>							
Fishersville	\$ 8,500	\$ 8,500					
Churchville	\$ 5,500	\$ 5,500					
Stuarts Draft (additional 572 hrs/yr)	\$ 5,500	\$ 5,500					
Weyers Cave (additional 572 hrs/yr)	\$ 49,500	\$ 38,500					
	\$ 6,000	\$ 6,000	\$ 5,000	\$ 5,000	\$ 6,000	\$ 6,000	\$ -
<u>5102 - HEATING SERVICES</u>							
	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500	\$ -
<u>5103 - WATER & SEWERAGE SERVICES</u>							
	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ -
<u>5104 - REFUSE COLLECTION CHARGES</u>							
WM (Fishersville)	\$ 4,400	\$ 4,400					
Churchville	\$ 1,400	\$ 1,400					
Weyers Cave	\$ 900	\$ 900					
	\$ 6,700	\$ 6,700					

73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)

BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>5201 - POSTAL SERVICES</u>							
Use of postage machine and overnight deliveries	\$	200	200	200	200	200	-
<u>5203 - TELEPHONE SERVICES</u>							
Segra (Lumos)	\$	24,650	\$	45,460	\$	45,460	\$
Fishersville voice, data and Internet plus T1 line to Middlebrook							
Verizon:							
Fishersville voice lines	\$	2,210	\$	2,210			
Churchville voice lines	\$	820	\$	820			
Middlebrook voice line	\$	750	\$	750			
Comcast	\$	-	\$	-			
Churchville Internet	\$	3,400	\$	3,400			
Craigsville voice and Internet	\$	2,940	\$	2,940			
SDLS voice and Internet	\$	3,370	\$	3,370			
Weyers Cave voice and Internet	\$	4,000	\$	4,000			
AT&T long distance-FAX	\$	60	\$	60			
MGW Deerfield voice and Internet	\$	1,740	\$	1,740			
Treasurer of Virginia Long Distance	\$	80	\$	80			
Verizon Hotspot	\$	1,440	\$	1,440			
	\$	45,460	\$	45,460			
<u>5300 - INSURANCE - BUILDING</u>							
	\$	7,000	\$	7,000	\$	7,000	\$
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
Van	\$	600	\$	600	\$	600	\$

**73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
			\$ 4,000	\$ 4,000	\$ 6,000	\$ 6,000	\$ -
5501 - TRAVEL EXPENSES							
Professional Meetings & Staff Development:	\$ 2,000	\$ 2,000					
VLA Conference - four staff members' lodging, meals, registration.							
VLA Paraprofessional Conference							
Continuing Education Workshops							
Mileage	\$ 3,000	\$ 4,000					
Staff travel to schools, meetings, conferences, Government Center							
Board Members' miles to and from board meetings, conferences, and other state meetings.	\$ 5,000	\$ 6,000					
			\$ 86,400	\$ 86,400	\$ 86,922	\$ 86,922	\$ -
5688 - BOOK STATIONS							
Stuarts Draft Station (rent)	\$ 23,400	\$ 23,400					
Weyers Cave (rent)	\$ 51,900	\$ 51,900					
Middlebrook Station (rent/electric/oil)	\$ 11,100	\$ 11,628					
	\$ 86,400	\$ 86,928					
			\$ 2,275	\$ 2,275	\$ 2,425	\$ 2,425	\$ -
5801 - DUES & SUBSCRIPTIONS							
Virginia Library Assn.	\$ 600	\$ 750					
ALA/PLA-- 4 professional staff	\$ 1,000	\$ 1,000					
Virginia Public Library Directors Assn.	\$ 55	\$ 55					
Notary Public renewals	\$ 130	\$ 130					
Zoom	\$ 240	\$ 240					
MALIA	\$ 150	\$ 150					
Augusta County Historical Society	\$ 100	\$ 100					
	\$ 2,275	\$ 2,425					

**73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)
BUDGET REQUEST**

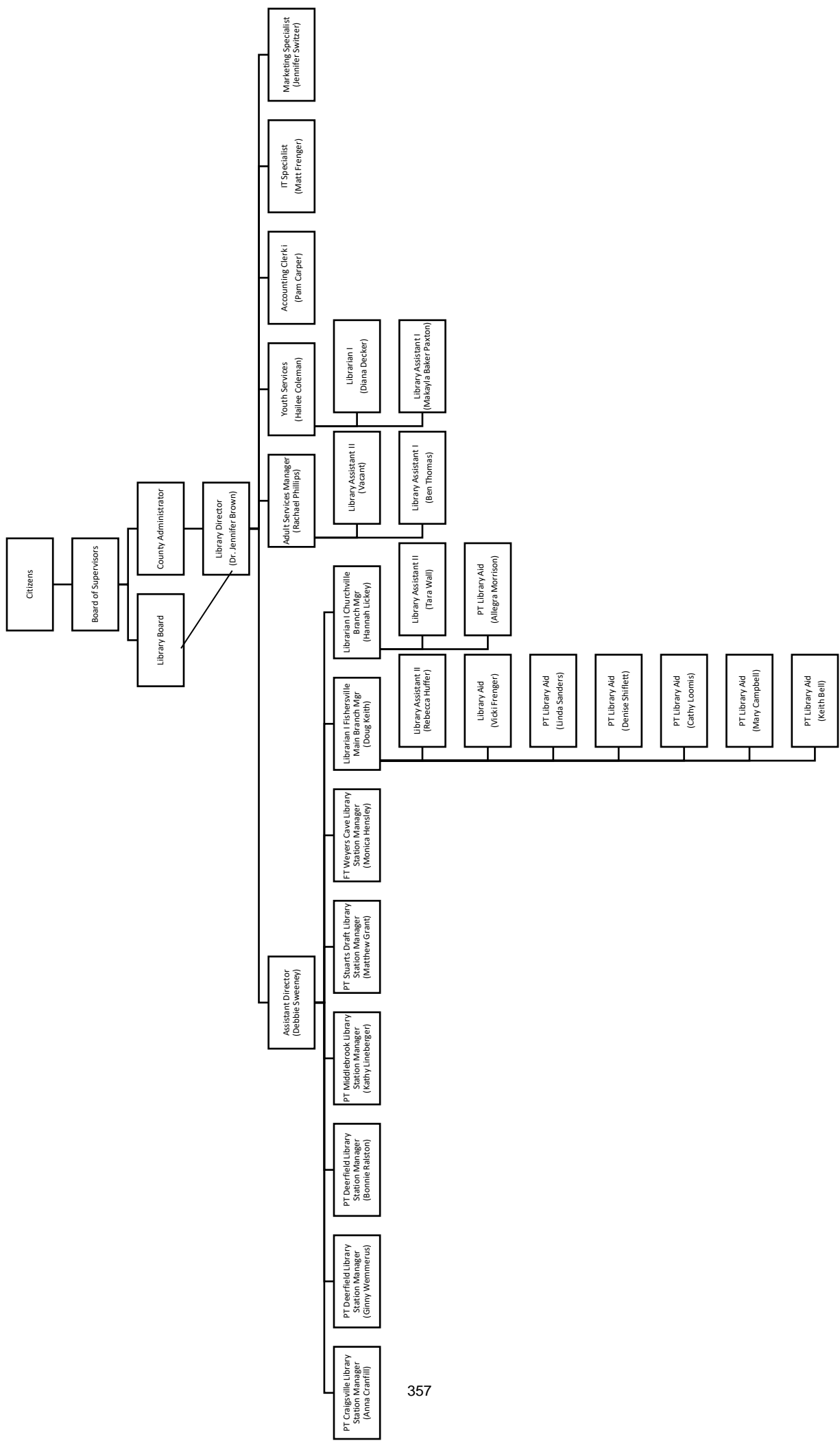
	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
6020- ELECTRONIC MATERIALS (LOCAL AND STATE AID)							
Local	\$ 10,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
State Aid	\$ 30,000	\$ 30,000					
	\$ 40,000	\$ 30,000					
6021 - LIBRARY MATERIALS & SUPPLIES							
Materials processing supplies (barcodes, labels, tape, vinyl covers, laminate, label covers, cases, etc.)	\$ 10,000	\$ 14,300					
Circulation desk supplies(patron application and ID cards, labels, barcodes, receipt tape, ribbons for printers)	\$ -	\$ -					
Programs (Display and promotional materials for adult and children's programs at all locations)	\$ 1,000	\$ 1,500					
Printing (Activities Guide, brochures, flyers, etc)	\$ 1,000	\$ 8,000	\$ 28,000	\$ 28,000	\$ 43,800	\$ 35,000	\$ 8,800
Branch and library station supplies (magazine racks, shelf locators, posters, circulation supplies, barcodes, etc)	\$ 15,000	\$ 18,000					
	\$ 1,000	\$ 2,000					
	\$ 28,000	\$ 43,800					
8001 - EQUIPMENT							
Funded by state aid revenue \$3,110 (FY22)							
Supplies	\$ 2,000	\$ 2,000	\$ 2,510	\$ 16,900	\$ 188,875	\$ 3,555	\$ 185,320
Video Recording equipment to support Hotspots, Chromebooks (grant funds)	\$ -	\$ -					cut outreach vehicle
2X RFID Pad	\$ -	\$ 1,555					Hearing Loop to revised
New Camera East Entrance Fishersville*	\$ 3,110	\$ -					Air purifiers to ARPA
Portable Air Purifiers (x12)	\$ -	\$ 5,920					reader magnifiers to revised
Hearing Loop	\$ -	\$ 2,500					
Reader Magnifiers	\$ -	\$ 1,900					
outreach vehicle-new	\$ -	\$ 175,000					
*state aid	\$ 5,620	\$ 188,875					

**73010-LIBRARY (INCLUDES CHURCHVILLE LIBRARY)
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommends	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
8002 - FURNITURE & FIXTURES						
Funded by state aid revenue \$6,890 (FY22)						
Wipe-off rug, Churchville	\$ 115	\$ -	\$ 6,890	\$ 4,327	\$ 4,327	\$ -
Display shelving, slatwall and supplies	\$ 1,000					
Kit storage, Churchville	\$ 105					
Rocking Chair, Stuarts Draft	\$ 130					
Wonderbook storage, Fishersville	\$ 860					
Study area (tables, chairs, partitions)Fishersville	\$ 4,600					
Display shelf Weyers Cave	\$ 790					
Shelving for Library of Things	\$ 2,500					
Puppet Tree	\$ 112					
Carts	\$ 880					
Smith System Tables x2	\$ 835					
	<u>\$ 7,600</u>					
	\$ 3,695	\$ -	\$ 6,195	\$ 64,318	\$ 10,775	\$ 53,543
	\$ -					Water fountain to revised
	\$ -					cut security cameras
	<u>\$ 3,695</u>					
8200 - IMPROVEMENT TO SITES						
Parking Lot Improvements	\$ 3,695	\$ 520,819	\$ 548,268	\$ 815,220	\$ 566,557	\$ 248,663
Water Fountain Replacements	\$ -	\$ 1,069,833	\$ 1,113,748	\$ 1,107,601	\$ 1,112,380	\$ (4,779)
Security Cameras	\$ -	\$ 1,590,652	\$ 1,662,016	\$ 1,922,821	\$ 1,678,937	\$ 243,884
	<u>\$ 3,695</u>					

Personnel includes Pay and ReClass from HR
cut library aid at DS
cut PT hours at middlebrook

2021-2022 AUGUSTA COUNTY LIBRARY ORGANIZATIONAL CHART



**Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
Community Development**

Department	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Community Development	\$1,076,463	\$1,126,798	\$1,163,009	\$1,241,098	10%
Tourism	201,206	219,020	472,976	361,767	65%
Economic Development	303,659	311,327	328,119	330,304	6%
Extension Office	112,620	130,775	130,775	122,953	-6%
County Farm	5,500	6,760	6,760	6,760	0%
Total Community Development	\$1,699,448	\$1,794,680	\$2,101,639	\$2,062,882	15%

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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 rezoning's 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 Forrestral Districts and Agricultural and Forrestral 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.
- Administers various grants for water quality projects.
- Administers VDOT funded projects for County road 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.
- Aid 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 rezoning’s, 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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$418,037	\$402,908	\$430,929	\$421,907	4.7%
Operating	11,875	19,944	20,329	27,199	39.9%
Total	\$429,912	\$422,352	\$451,258	\$449,106	6.3%

* Operating increases are attributed to an increase in operating costs due to inflation, including but not limited to fuel and supplies.

Community Development:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$943,286	\$965,766	\$999,303	\$1,062,075	11.2%
Operating	133,177	161,032	163,706	179,023	10%
Total	\$1,076,463	\$1,126,798	\$1,163,009	\$1,241,098	10.1%

*Increase in personnel is due to the pay and reclass study by HR. Operating increases are attributed to an increase in operating costs due to inflation, including but not limited to fuel and supplies. Increases in funding for the Planning District also account for increased operating expenses.

Service and Performance Measures:

Item	FY2011 – 2012 Actual	FY2012 – 2013 Actual	2015	2016	2017	2018	2019	2020	2021
Building permits issued	780	728	812	826	907	779	825	794	840
Total permits issued	2,445	2,614	2,810	2,774	3,123	2,741	3,002	2,882	3,062
Inspections	6,790	7,047	7,761	7,606	8,593	6,943	7,465	7,562	7,482
Special Use permits	46	56	48	48	62	55	72	55	68
Variances	2	3	5	1	1	5	3	1	4
Rezoning requests	14	1	5	6	3	9	5	5	10
Zoning certificates issued	199	192	218	234	198	191	212	207	180
Administrative permits reviewed	332	296	291	287	319	284	280	252	300
Field inspections (zoning)	1,486	1,459	1,353	1,250	1,501	1,409	1,625	1,444	1,278
E&S inspections	1,033	1,103	1,122	883	856	789	818	1,074	1,367
E&S control plan review	26	29	21	81	34	13	39	25	16
Site plan review	17	19	27	29	31	25	23	27	30
Final plat review	19	14	16	13	14	10	13	6	11
Flood plain review	20	12	22	41	27	27	28	36	39
Minor subdivision plat reviews	210	167	189	198	220	203	181	236	253

Accomplishments:

- Led and completed successful redistricting process of Magisterial Districts with a Certificate of No Objection for the Office of the Attorney General. By the end of February 2022, will complete the

redistricting of precinct lines and polling places in compliance with State Code requirements. Responsible for all Census data analysis, Redistricting Committee presentations, and collaboration with County staff and the Electoral Board in successful completion of this project.

- Served as a member of the Technical Advisory Committee for the Staunton – Augusta – Waynesboro Metropolitan Planning Organization.
- Served on Staunton – Augusta – Waynesboro Metropolitan Planning Organization small area study group to assess needs and recommendations for Exit 235/Route 256.
- Drafted and held public hearings on additional policies within the Comprehensive Plan related to utility scale solar project.
- Reviewed applications for four (4) small - scale solar projects (less than 5 MW) to include draft SUP conditions and 15.2-2232 substantial accord review.
- Staff to the Planning Commission - for 2021, the Planning Commission had ten (10) rezoning requests, two (2) Comprehensive Plan amendments, one (1) amendment of the concept plan for County-owned Mill Place Commerce Park, one (1) Public Use Overlay request for Natural Chimneys Parks, and four (4) State Code 15.2-2232 determinations for small scale solar facilities.
- In 2021, Planning staff took twenty (20) amendments to the County's Zoning and Subdivision Ordinance through the public hearing process before the Planning Commission and Board of Supervisors.
- Planning served as main support staff to the Ordinance Review committee.
- Prepared eighteen (18) staff reports on potential rezoning requests in the County.
- Prepared staff reports and recommendations on eighty-seven (87) Board of Zoning Appeals items including:
 - Sixty-eight (68) Special Use Permit applications
 - Four (4) Variance applications
 - Eleven (11) Extensions of Time
 - Four (4) Cancellations
- Reviewed thirty-nine (39) Flood Plain sketches.
- Reviewed nine hundred ninety-three (993) Building Permit applications.
- Issued one hundred eighty (180) Zoning Certificates.
- Reviewed a total of three hundred (300) Administrative Permits.
- Made a total of one thousand two hundred seventy-eight (1,278) Field Inspections including:
 - Eighty-two (82) Special Use Permit inspections including Special Use Permit Violation Inspections.
 - Nine hundred fifteen (915) Zoning Complaint Inspections.
 - Two hundred twelve (212) Grass and Weed Complaint Inspections.
 - One hundred thirty-eight (138) Trash Complaint Inspections.
 - Four (4) Administrative Permit/Chickens in Residential.
- Received one hundred ninety-two (192) New Zoning Complaints.
- Prepared documentation for twenty-eight (28) Court Cases to go to trial.
- On-going construction administration for the Verona Pedestrian Project (VDOT LAP).
- Completed one (1) Drainage Improvement Project.
- Reviewed two hundred fifty-three (253) Minor Subdivision Plats.
- Reviewed one (1) Preliminary Plat and eleven (11) Final Plats.
- Reviewed thirty (30) Site Plans.
- Issued twenty-one (21) Certificates of Occupancy for commercial and industrial sites.
- Reviewed sixteen (16) Construction and Erosion and Sediment Control Plans.
- Reviewed fifteen (15) As-Built Plans.
- Issued thirty (30) Land Disturbing Permits.
- Currently have 83 active sites/37 active commercial sites.
- Conducted 1,367 Erosion Inspections on 83+ sites, issuing 23 Notice to Comply with Zero Stop Work Orders.
- Received forty-five (45) drainage complaints.
- Collected \$62,571 in Stormwater Fees and \$2,350 in Erosion and Sediment Control Fees.
- Issued approval for a 1.33 million square foot building (largest one in Augusta County).
- Worked smoothly to complete large- and small-scale projects while being short staffed.

- Awarded SLAF grant funding for two (2) credit purchases and one (1) stream restoration.
- The MS4 Program Plan was created for the 2018 – 2023 permit cycle.
- The MS4 Annual Report was submitted and approved.
- 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 had no illicit discharges this year.
- Storm Sewer System and Outfall map and inspections completed. No issues found.
- TMDL Action Plan completed. 300 Septic to Public Sewer Connections, BMPs were added to the DEQ BMP Warehouse in accordance with DEQ requirements.
- Erosion and Sediment Control Program monitored and revised to best meet the State regulations and 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.
- County-owned facilities SWPPPs and NMPs continue with no major changes.
- The Non-Competitive Litter Prevention and Recycling Grant was received to help with the cost of our collection sites around the County. \$22,993 awarded.
- The Jennings Branch Stream Restoration project is ongoing. Plans have been drafted, easements and construction are ongoing.
- The Dooms Crossing Road Boat Launch and Bank Stabilization project is ongoing.
- VEEP DEQ Yearly Review for all four locations submitted and approved.
- VEEP development through recertification of the Wastewater Treatment Plants.
- Reestablishing VEEP program with changes in management.
- Recycling Committee is reviewing the Mini Grant to better fit the needs of our local schools.
- Work with the Recycling Committee including 6 meetings, volunteering, and public education at the Sweet Dreams Festival and Augusta County Fair.
- We continued to offer homeowners, contractors, engineers and architects quality assistance with plans, code-related issues, and County operating policy.
- Inspectors and office staff are currently enforcing the 2018 edition of the Uniform Statewide Building Code.
- Department representatives continued to respond to requests from Emergency Personnel for structural analysis of damaged buildings.
- Issued 3,062 permits including 840 Building, 962 Electrical, 483 Plumbing, 707 Mechanical and 70 Manufactured Homes.
- Performed 7,482 inspections.

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**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
5305 - MOTOR VEHICLE INSURANCE							
4 vehicles at \$725 each	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
	\$ 2,185	\$ 2,900	\$ 2,900	\$ 2,185	\$ 2,900	\$ 2,900	\$ -
5501 - TRAVEL EXPENSES							
Building and Code Official Association:							
Registration	\$ -	\$ -					
Lodging (2 nights) at \$200/night	\$ -	\$ -					
Meals	\$ -						
Proposed Permit Technician Exam	\$ 225	\$ 225	\$ 1,925	\$ 1,925	\$ 1,925	\$ 1,925	\$ -
Certification Tests for New Inspector	\$ 1,200	\$ 1,200					
Misc. training to maintain inspector certifications	\$ 500	\$ 500					
	\$ 1,925	\$ 1,925					
6008 - MOTOR VEHICLE FUEL							
4 inspectors vehicles at 22,000 miles/yr	\$ 12,222	\$ 15,155	\$ 7,900	\$ 9,500	\$ 15,155	\$ 12,155	\$ 3,000 general cut
6009 - MOTOR VEHICLE MAINT & SUPPLIES							
Tires	\$ 1,000	\$ 1,000					
Brake pads & Caliper Replacements	\$ -	\$ -					
Oil changes	\$ 1,400	\$ 2,000					
Replacement Tires	\$ 1,500	\$ 2,000					
Brakes for Each Vehicle	\$ 600	\$ 2,400					
Misc. Repairs	\$ 500	\$ 2,000					
	\$ 5,000	\$ 9,400	\$ 5,000	\$ 5,000	\$ 9,400	\$ 8,500	\$ 900 general cut

**34010-BUILDING INSPECTIONS
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
\$	1,719	\$ 1,719	\$ 1,719	\$ 1,719	\$ 1,719	\$ 1,719	-
<u>6011 - UNIFORMS</u>							
	Uniforms for 3 Inspectors						
\$	-	\$ 2,000	\$ -	\$ -	\$ 2,375	\$ -	2,375
\$	-	\$ 250	\$ -	\$ -	\$ 2,375	\$ -	cut position
\$	-	\$ 125	\$ -	\$ -	\$ 2,375	\$ -	cut position
		\$2,375					
<u>8002 - FURNITURE & FIXTURES</u>							
\$	-	\$ 1,500	\$ -	\$ -	\$ 1,900	\$ -	1,900
\$	-	\$ 400	\$ -	\$ -	\$ 1,900	\$ -	cut position
\$	-	\$ 1,900	\$ -	\$ -	\$ 1,900	\$ -	cut position
Department Total: \$ 19,444 \$ 20,329 \$ 35,374 \$ 27,199 \$ 8,175							
Payroll Total: \$ 402,908 \$ 430,929 \$ 453,604 \$ 421,907 \$ 31,697							
Grand Total: \$ 422,352 \$ 451,258 \$ 488,978 \$ 449,106 \$ 39,872							

Personnel includes Pay and Class from HR

**81010-COMMUNITY DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>5203 - TELEPHONE SERVICES</u>							
5 Cell Phones	\$ 2,708	\$ 2,700	\$ 8,180	\$ 8,180	\$ 10,040	\$ 9,740	\$ 300
2 Smart Phones	\$ -	\$ 1,440					cut E&S position
Data service for GPS Unit	\$ 480	\$ 600					
Switchboard	\$ 240						
Office Phones	\$ 5,454	\$ 5,000					
Requested E&S/SWM Inspector - Cell Phone	\$ -	\$ 300					
	\$ 8,881	\$ 10,040					
<u>5305 - MOTOR VEHICLE INSURANCE</u>							
4 vehicles	\$ 2,900	\$ 2,900	\$ 2,000	\$ 2,185	\$ 3,625	\$ 2,900	\$ 725
Requested E&S/SWM Inspector - New Vehicle	\$ 725	\$ 725					cut vehicle E&S
	\$ 3,625	\$ 3,625					
<u>5501 - TRAVEL EXPENSES</u>							
BZA Meals	\$ 1,680	\$ 1,800	\$ 8,800	\$ 8,800	\$ 21,179	\$ 13,000	\$ 8,179
Certified Training Program for BZA	\$ 1,240	\$ 1,240					general cut
Regional VAZO Meetings	\$ 160	\$ 160					
VAZO Seminar - Spring	\$ 920	\$ 920					
VAZO Seminar - Fall	\$ 1,340	\$ 1,340					
Certified Zoning Official Training	\$ -	\$ -					
Certified Zoning Exams	\$ -	\$ -					
Effective Zoning and Land Use Seminar	\$ 1,825	\$ 1,825					
Planning Commission Meals	\$ 2,200	\$ 2,200					
Certified Planning Commission Program	\$ 2,140	\$ 2,140					
Plan Virginia/Virginia Tech Land Use Education Program	\$ -	\$ -					
American Planning Association Annual Conference	\$ 2,040	\$ 2,040					
Misc. Planning or Census Conferences	\$ 920	\$ 920					
VA GIS Conference	\$ 250	\$ 250					
SWM/E&S Seminars	\$ 1,050	\$ 1,050					
VLWA Annual Conference	\$ 1,130	\$ 1,130					
E&S Re-Certification	\$ -	\$ -					
PE License Renewal	\$ -	\$ -					
Association of Floodplain Managers	\$ -	\$ -					
Re-Certification Floodplain Manager	\$ -	\$ -					

**81010-COMMUNITY DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
Environment Virginia Conference	\$ 750	\$ 750					
Association of Watershed and Stormwater Professionals	\$ 534	\$ 534					
Misc. Engineering Seminars	\$ 1,480	\$ 1,480					
FED GIS Annual Conference	\$ 670	\$ 670					
VDOT Local Programs Workshop	\$ 730	\$ 730					
IIMC - Institute	\$ -	\$ -					
IIMC - Annual Conference	\$ -	\$ -					
	\$ 21,059	\$ 21,179					
			\$ 62,202	\$ 62,168	\$ 63,720	\$ 63,720	\$ -
<u>5604 - PLANNING DISTRICT VI</u>							
Annual Assessment - .81 per capita	\$ 48,500	\$ 50,052					
Stauton-Augusta-Waynesboro CERT	\$ 5,500	\$ 5,500					
Stauton-Augusta-Waynesboro MPO	\$ 8,202	\$ 8,168					
Stauton-Aug-Waynesboro Public Transit							
Regional Agri-Tourism - Fields of Gold							
Total	\$ -	\$ -					
	\$ 62,202	\$ 63,720					
			\$ 8,800	\$ 11,800	\$ 12,414	\$ 12,414	\$ -
<u>5801 - DUES & SUBSCRIPTIONS</u>							
American Planning Association	\$ 428	\$ 428					
Associate Planner - APA Dues	\$ 135	\$ 221					
Associate Planner - VA Planning Associates	\$ -	\$ -					
American Society of Civil Engineers	\$ 280	\$ 280					
Association of Watershed and Stormwater Professionals	\$ -	\$ -					
Association of State Floodplain Managers	\$ 500	\$ 500					
VA municipalStormwater Assoc.	\$ 180	\$ 180					
Leica Smartnet GPS	\$ 3,950	\$ 4,000					
MS-4 Annual Permit	\$ 2,400	\$ 2,400					
Virginia Association of Zoning Officials	\$ 3,000	\$ 3,000					
Re-Certification Fee-Zoning	\$ 400	\$ 400					
Zoning Law and Practice	\$ -	\$ 50					
Virginia Building Officials and Code Administrators	\$ -	\$ -					
Virginia Building Officials and Code Administrators	\$ 45	\$ 45					
Virginia Building Officials and Code Administrators Region 3	\$ -	\$ -					
International Association of Electrical Inspectors	\$ 15	\$ 15					
	\$ -	\$ -					
	\$ 125	\$ 125					

**81010-COMMUNITY DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
VA Bld Official & Code Administrators (Ray)	\$ 45	\$ 45					
VA Plumbing & Mechanical Inspect. (Michael)	\$ 40	\$ 40					
VA Plumbing & Mechanical Inspect. (Nelson)	\$ 40	\$ 40					
Bright Building Inspections User Group Dues	\$ -	\$ -					
International Institute of Municipal Clerks	\$ 110	\$ 110					
VA Municipal Clerks Assoc. (VMCA)	\$ 25	\$ 25					
VMCA Region III	\$ 30	\$ 30					
Two Zoom Subscriptions	\$ 455	\$ 480					
	\$ 12,203	\$ 12,414					
			\$ 15,500	\$ 15,500	\$ 26,975	\$ 18,000	\$ 8,975
							general cut
<u>6001 - OFFICE SUPPLIES</u>							
Color Copier/Printer	\$ 8,100	\$ 10,800					
Notary Renewal	\$ -	\$ -					
Building Inspection 2018 Code Books	\$ 1,500	\$ -					
Books for Proposed Permit Technician for Certification	\$ -	\$ 275					
Books - Planning	\$ 200	\$ 200					
Engineering Reference Books/Training	\$ 500	\$ 500					
Books - Zoning	\$ 200	\$ 200					
General Office Supplies	\$ 5,000	\$ 15,000					
	\$ 15,500	\$ 26,975					
			\$ 2,100	\$ 2,100	\$ 3,520	\$ 2,100	\$ 1,420
							general cut
<u>6002 - DRAFTING SUPPLIES</u>							
4 Xerox Roll Paper (34 x 500)							
4 Xerox Roll Paper (36 x 500)							
Toner	\$ -	\$ -					
Plotter Paper (36 x 500)	\$ 520	\$ 520					
Toner Cartridges (\$250/each)	\$ 1,580	\$ 3,000					
	\$ 2,100	\$ 3,520					
			\$ 1,250	\$ 1,250	\$ 1,000	\$ 1,000	\$ -
	\$ 1,250	\$ 1,000					
	\$ 1,250	\$ 1,000					
<u>6007 - ENVIRONMENTAL SUPPLIES</u>							
Environmental supplies.							

**81010-COMMUNITY DEVELOPMENT
BUDGET REQUEST**

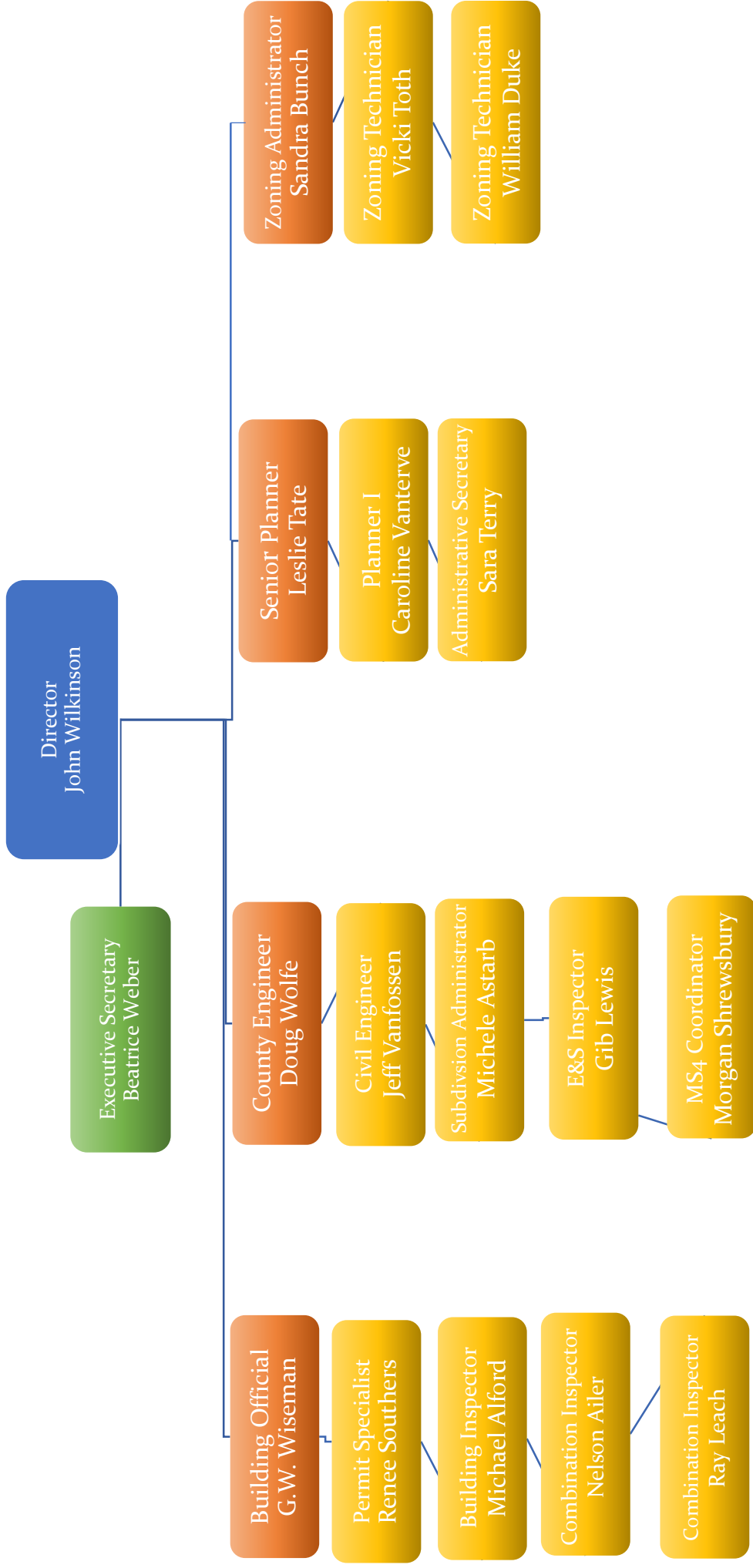
	Detail	Detail	Original	Revised	Request	Co. Admin. Recommends	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
<u>6008 - MOTOR VEHICLE FUEL</u>			\$ 4,800	6,000	11,976	9,876	2,100
Director							cut E&S inspector
Zoning Technician II							
County Engineer							
Civil Engineer							
E&S Inspector							
Subdivision Administrator							
MS-4 Coordinator							
Planning Department							
Total Miles = 57,350 18 miles/gal x 3.10/gal=	\$ 8,506	\$ 9,876					
Requested E&S/SWM Inspector	\$ -	\$ 2,100					
	\$ 8,506	\$ 11,976					
<u>6009 - MOTOR VEHICLE MAINTENANCE & SUPPLIES</u>			\$ 4,450	4,450	6,950	5,450	1,500
Tires	\$ 1,000	\$ 2,000					general cut
Brake Pads	\$ 700	\$ 700					
Oil Changes	\$ 750	\$ 750					
Capier Replacement	\$ 1,000	\$ 1,000					
Power Transfer Unit	\$ -	\$ 1,500					
Misc. Repairs	\$ 1,000	\$ 1,000					
	\$ 4,450	\$ 6,950					
<u>6011 - UNIFORMS</u>			\$ 300	300	573	573	-
Uniforms for 1 Inspector (\$573 each)	\$300	\$573					
<u>8002 - FURNITURE & FIXTURES</u>			\$ 900	2,700	4,025	900	3,125
Color Plotter	\$ -	\$ -					cut furniture for E&S inspector
Legal Size Filing Cabinets	\$ 400	\$ 400					led light bars to revised
Computer Monitors	\$ -	\$ -					
Camera (Zoning)	\$ -	\$ -					
Requested E&S/C/SWM Desk	\$ -	\$ 500					
Requested E&S/C/SWM Desk Chair	\$ -	\$ 400					
Requested E&S/C/SWM Side Chairs	\$ -	\$ 300					
Requested E&S/C/SWM Desk Phone	\$ -	\$ 125					
LED Light Bars	\$ -	\$ 1,800					
Vari-Desks	\$ 500	\$ 500					
Office Chair (Jeff)	\$ -	\$ -					
	\$ 900	\$ 4,025					

**81010-COMMUNITY DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommends
8003 - COMPUTER HARDWARE							
Requested E&SC/SWM Computer	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
	\$ -	\$ 2,000					cut computer for position
8004 - COMPUTER SOFTWARE							
Hydrology Studio Suite - Unlimited Site License	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	-
	\$ 2,400	\$ 2,400					
8005-MOTOR VEHICLE							
Requested E&SC/SWM Inspector - New Vehicle	\$ -	\$ 27,000	\$ -	\$ -	\$ 27,000	\$ -	\$ 27,000
	\$ -	\$ 27,000					cut vehicle
Department Total:	\$	\$	\$	\$	\$	\$	\$
	161,032	163,706	254,814	179,023	75,791		
Payroll Total:	\$	\$	\$	\$	\$	\$	\$
	965,766	999,303	1,068,336	1,062,075	6,261		
Grand Total:	\$	\$	\$	\$	\$	\$	\$
	1,126,798	1,163,009	1,323,150	1,241,098	82,052		

Personnel includes Pay and Reclass from HR
Cut E&S inspector

Community Development Organizational Chart



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 & Tourism 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 as well as visitor attraction.** 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 Economic Development website (augustavabusiness.com)
 - Add videos and other upgrades including monthly CMS maintenance to improve security of the site.
 - Develop video focused on major employers
 - Complete developing marketing materials for all available sites and buildings
 - Continue to develop “People of Augusta” profiles to promote the County’s entrepreneurial spirit
 - Update and promote Quality of Life video
 - Publish established monthly electronic newsletter
 - Publish Annual Report
 - Maintain Economic Development Facebook page
 - Maintain Tourism Instagram page
 - Redesign tourism website (visitaugustacounty.com)
 - Complete two extensive photo shoots to increase photography assets
 - Speak at community-engagement events as necessary (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 Rising Star Nomination Committee
 - Serve on Blue Ridge Tunnel Board of Directors
- Existing Business Retention
 - Complete 24 direct industry visits per year
 - Collaborate with the region and state to recognize and show appreciation for Augusta County businesses including sponsoring and planning Business Appreciation Breakfast in partnership with Staunton and Waynesboro Economic Development Offices and Chamber
 - Plan for second biennial 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).
 - Re-establish the Augusta County Tourism grant program to encourage County-wide collaboration on new events and marketing programs as well as facilities projects
 - Promote regional craft beer trail – the Shenandoah Beerwerks Trail (GART)

- Promote regional Shenandoah Valley tourism group (Shenandoah Valley Tourism Partnership) and serve on Marketing Committee
- Attend Chamber Industrial Roundtables
- Serve on Fields of Gold Transition Task Force
- Serve on Project Grows' Farmers Market Committee
- Business Attraction
 - Continue participation in the Shenandoah Valley Partnership's (SVP) site location consultant and decision makers initiatives:
 - 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
 - Meet as needed with established LifeCore stakeholders to promote LifeCore for development
 - Work with SVP to host Virginia Economic Development Partnership project managers
 - Participate on SVP Lead Generation Committee and Marketing & Communications Committee
 - Work with SVP on continued virtual events for site selectors and decision makers
 - Complete requests for information, site submittals, and prospect visits
 - Continue marketing business and industrial sites throughout the County through VEDP's Virginia Scan listings.
- Business Start-up Support
 - Promote the updated Augusta County Small Business Loan Fund
 - Maintain regional website devoted exclusively to helping entrepreneurs navigate the start-up pathway (augusta-startup.com)
 - Continue to host satellite office of the Shenandoah Valley Small Business Development Center in the Augusta County Government Center
 - Continue to mail Economic Development Services rack card (including Loan Fund information) to new business license lists
- Labor Resources
 - Work with regional workforce partners, including Blue Ridge Community College, to build upon the Job Starter program success and host a second cohort
 - Serve on Executive Committee and as alternate to the Shenandoah Valley Workforce Investment Board's CEO consortium
 - Support outside organizations in their implementation of initiatives from the CTE Strategic Plan
 - Serve on the SAW Education Coalition Regional Advisory Board
 - 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) including a campaign to recruit workforce to the area
 - Participate on regional CTE sector groups
- Physical Infrastructure and Site Readiness (capital requests)
 - Further site readiness of key economic development sites in Augusta County
 - Blue Mountain Property:
 - Tier Increase from 2 to 3 to be completed through GO VA grant
 - Eight due diligence items will be performed for the site
 - Approximately 194 acres
 - Martin Property
 - Tier Increase from 2 to 3 to be completed through GO VA grant
 - Eight due diligence items will be performed for the site
 - 44-acre General Industrial zoned portion will increase to a tier 4
 - Approximately 300 acres total

- Lyndhurst/Route 340 Sewer (\$7,000,000)
- Mill Place Commerce Park:
- Intersection improvements @ Laurel Hill Road (SMART SCALE)
- Entrance Signs & Landscaping (\$100,000)
- Trail Network
- Pad Site \$650,000
- Move Dominion Energy transmission line to align with DASCOM Americas property northeast property line (\$110,000)

Budget Summary:

Tourism:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$201,206	\$219,020	\$472,976	\$361,767	65.2%

*Funding based on requirements to meet tourism moral obligation.

Economic Development:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$183,618	\$175,722	\$192,568	\$194,951	10.9%
Operating	120,041	135,605	135,551	135,353	-0.2%
Total	\$303,659	\$311,327	\$328,119	\$330,304	6.1%

*Increases in personnel are due to a pay and class study conducted by Human Resources.

Accomplishments for Calendar Year 2021:

The Augusta County Department of Economic Development and Tourism had a steady year considering COVID-19's continued effect on the economy. One new project was announced with a capital investment of \$37.5 million and 52 jobs created (see chart below for project detail).

	2021YTD	Goal	Prior Year
	Total	2022	2020
Marketing Missions/Fam Tour	6	4	5
Outreach VEDP	0	2	0
Virtual Events	4	4	1
Total Outreach	10	10	6
Leads/SVP/VEDP	18	20	22
Leads/Other	14	10	14

Total Leads	32	30	36
Prospect Visits/SVP/VEDP	4	4	4
Prospect Visits/Other	8	3	3
Total Prospect Visits	12	7	7
Expansion Projects	0	2	2
New Company Locations	1	1	1
Capital Investment	\$37,500,000		\$144,300,000
Jobs Created	52		130
Jobs Retained	0		

*Projects (YTD):	Investment	Jobs Created
CAVA	\$37,500,000	52

The following are other accomplishments achieved in calendar year 2021, organized by strategic goal category:

- Organizational Effectiveness and Communications
 - Promoted newly redesigned Economic Development website
 - Shenandoah Valley Tourism Partnership launched a newly designed website and extensive marketing campaign (Director served on website committee)
 - Promoted tourism website at visitaugustacounty.com
 - Published monthly electronic newsletter with average open rate of 37%
 - Maintained Economic Development Facebook page
 - Staff member began the Chamber Leadership Greater Augusta program
 - In four years, the Shenandoah Beerwerks Trail Passport Program has recorded 41,000 brewery visits with 6,357 completed passports. Survey data collected in 2021 revealed that 21.5% of visitors were brought to the area by the passport program, 21.6% had not previously visited the Valley, 51.4% stayed 4 days or longer, and 19.8% extended their stay in order to complete the passport. In addition, the survey shows that passport users consistently participate in other activities like dining, shopping, and scenic drives while completing the passport.
 - Expanded passport program to 8 stamps (up from 6) and requiring stamps in at least two geographical zones of the Trail
 - Expanded Trailblazers campaign
 - Redesigned website
- Existing Business Retention
 - Continued SAW MSA Recovery Task Force meetings with community partners
 - Promoted regional visitation campaign – Explore SAW (GART)
 - 48 existing business visits conducted
 - Staff sponsored and presented at Business Appreciation Event in partnership with Staunton and Waynesboro Economic Development Offices and Chamber
 - Served on Fields of Gold Transition Task Force
 - Served on Project Grows’ Farmers Market Committee
 - Served on Agricultural Enterprise Center Study Team
 - Contributed funding and support to Small Business Development Center’s Small Business Resiliency Team Navigators GO VA grant. The SBDC was awarded the \$81,813 grant.
- Business Attraction
 - Announced location of CAVA in Mill Place Commerce Park - \$37+M investment and 52 new jobs
 - Completed requests for information, site submittals, and prospect visits

- Participated on SVP Lead Generation Committee and Marketing & Communications Committees
- Began developing marketing materials for available sites and buildings
- SVP launched a Quality of Life website to attract workforce
- Assisted SVP in series of virtual cooking shows focused on site selectors
- Business Start-up Support:
 - The Augusta County Economic Development Authority updated its small business loan fund program (up to \$20,000 per loan).
 - 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
 - Supported Staunton Creative Community Fund GO VA Grant – Start Up Shenandoah Valley and Build-to-Scale Grant
 - Supported Agricultural Innovation Center GO VA Grant
- Labor Resources
 - Collaborated on Job Starter: Advanced Manufacturing Training, a three-week paid manufacturing boot camp, planned by multiple regional workforce partners in collaboration with seven local manufacturers. 21 participants graduated the program, and 8 were hired.
 - SVP promoted the collaborative labor pipeline development campaign established by the Shenandoah Valley Partnership and WHSV-TV3 (in Demand Jobs)
 - Director served as alternate to the Shenandoah Valley Workforce Investment Board's CEO consortium
 - Attended and presented at CTE Sector meetings and at SAW Education Coalition meetings
- Physical Infrastructure and Site Readiness
 - Finalized covenants and rezoning for Mill Place Commerce Park
 - Replaced entrance sign for Mill Place Commerce Park
 - Completed due diligence for Blue Mountain Site under Shenandoah Valley Partnership GO VA Grant
 - Site Tier increase from 2 to 3 on 194-acre site
 - Eight due diligence items completed
 - Began due diligence for Martin Site under Shenandoah Valley Partnership GO VA Grant
 - Site Tier increase from 3 to 4 for General Industrial zoned parcels, 2 to 3 for General Agriculture zoned parcels
 - Approximately 300 acres to receive due diligence
 - Began process to develop wetlands credits for Mill Place Commerce Park
 - Mill Place Commerce Park is the only Tier 4 Certified Site in the Shenandoah Valley

Contact Information:

Rebekah S. Castle, Director of Economic Development & Marketing
 Nick Grow, Project Manager

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: rcastle@co.augusta.va.us; ngrow@co.augusta.va.us

**81020-TOURISM
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
5603 - TOURISM DEVELOPMENT			\$ 66,840	\$ 319,179	\$ 207,687	\$ 207,687	\$ -
GART	\$ 25,000	\$ 25,000					
Natural Chimneys Rack Card and/or other promotional effort	\$ -	\$ -					
Group Sales Promotion	\$ 9,000	\$ 9,000					
Innovate Live or other regional event	\$ 5,000	\$ 5,000					
TIC-Frontier Culture Museum	\$ -	\$ -					
Photography	\$ 7,500	\$ 5,000					
Tourism Website redesign	\$ -	\$ -					
VA-1 Tourism Summit	\$ 645	\$ 645					
Tourism Brochure/Printing & Design	\$ 10,000	\$ -					
Tourism Marketing and Facilities Grant Program	\$ 35,000	\$ 35,000					
Agritourism Conference Scholarships	\$ -	\$ 2,000					
Farm2Fork Affair	\$ -	\$ 5,000					
People of Augusta Campaign	\$ 1,500	\$ 1,500					
Fish Virginia First	\$ 500	\$ 500					
VADMO	\$ 450	\$ 450					
DropBox	\$ 125	\$ 125					
Bike-Walk Summit	\$ 1,000	\$ 1,000					
Hootsuite	\$ 348	\$ 382					
Shenandoah Valley Travel Association	\$ 600	\$ 600					
Contingency	\$ -	\$ -					
Personnel Allocation	\$ -	\$ -					
	\$ 96,668						\$ 91,202

**81020-TOURISM
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommend
<u>5677 - GREATER AUGUSTA CHAMBER OF COMMERCE</u>							
Annual dues	\$1,100 \$	1,100	1,100 \$	1,100 \$	1,100 \$	1,100 \$	-
<u>5679 - SHENANDOAH VALLEY AIRPORT</u>							
Financial Support for SHD	\$134,080 \$	134,080	134,080 \$	134,080 \$	134,080 \$	134,080 \$	-
<u>5698 - FINE ARTS GRANT</u>							
Grant funds (\$5000) and local matching funds (\$5000) for State Grant. Funds benefit Stonewall Brigade Band, Shenanarts, and Shenandoah Valley Art Center.			9,500 \$	9,500 \$	9,500 \$	9,500 \$	-
<u>5700 - AUGUSTA COUNTY FAIR</u>							
Sheriff Deputy Coverage for Fair	\$ 5,000 \$	5,000	7,500 \$	9,117 \$	9,400 \$	9,400 \$	-
Fair Meals	\$ 172 \$	1,000					
unclaimed property(fair meals check from FY20)	\$ 1,040 \$	-					
Staff shirts, hats and incentives	\$ 1,618 \$	1,700					
Popcorn Machine, Popcorn, Bags	\$ 1,193 \$	1,500					
Gift Bags, Miscellaneous Supplies	\$ 94 \$	200					
	\$ 9,117 \$	9,400					
Department Total:	\$ 219,020 \$		472,976 \$	472,976 \$	361,767 \$	361,767 \$	-
Payroll Total:	n/a		n/a	n/a	n/a	n/a	n/a
Grand Total:	\$ 219,020 \$		472,976 \$	472,976 \$	361,767 \$	361,767 \$	-

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**SHENANDOAH
VALLEY
AIRPORT**

December 27, 2022

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 for the 2022/2023 FY.

Prior to the pandemic, the airport experienced record growth in passenger traffic as our United jet service continued to be well-received by the region. Passenger traffic has rebounded significantly in the current year, surpassing the totals for CY2019. In addition to airline passenger service, the airport also provides exceptional support to the corporate and private aircraft utilizing our general aviation facilities. Many of these operations over the past year and a half have been especially important as they facilitated the movement of critical infrastructure employees and supplies, as well provided critical access to support our local businesses and industry during a challenging time. The services provided to the community have remained constant throughout the past year and SHD continues to play an integral and valuable role in the region's economic development, tourism and overall local 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, Shenandoah Valley Regional Airport is responsible for approximately 430 jobs, and creates an economic impact of 70 million dollars annually for the community.

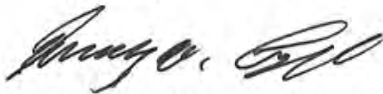
With SHD's role as one of only nine commercial airline service airports in the Commonwealth of Virginia, we are required to comply with the regulatory requirements associated with such service which are costly and cannot be compromised; therefore, the County's financial support is extremely important.

Funding Request
December 27, 2022
Page 2

Understanding the impact and uncertainties created by the ongoing pandemic, the Airport Commission has decided to continue the abatement of the planned increase in local funding by the member jurisdictions that was slated to occur in FY2020. The Airport Commission has taken extraordinary efforts to contain expenses, and maximize revenues to the extent possible in the current environment. Our request this year is based on the formula agreed upon by the member jurisdictions in 2004, and has remained level since that time.

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', is written over a light blue horizontal line.

Gregory W. Campbell
Executive Director

GWC/hkbr

Enclosures

cc: Mr. Gerald Garber, Airport Commission

**Shenandoah Valley Regional Airport
Contributions by Jurisdictions Served**

Augusta County	\$134,080
Rockingham County	\$96,461
Harrisonburg City	\$67,923
Staunton City	\$48,159
Waynesboro City	\$44,052

**Shenandoah Valley Regional Airport
Clientele Served Per Jurisdiction**

Augusta County (Entire Population)	75,254 Residents
Rockingham County (Entire Population)	81,422 Residents
Harrisonburg City (Entire Population)	54,606 Residents
Staunton City (Entire Population)	24,972 Residents
Waynesboro City (Entire Population)	22,285 Residents

*Data from Central Shenandoah Planning District Commission Regional Data Center

**81050-ECONOMIC DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
			\$ 30,000	\$ 30,000	\$ 35,000	\$ 30,000	\$ 5,000
3600 - ADVERTISING/MARKETING							general cut
Site Plan Marketing (prospect visits)	\$ 10,000	\$ 10,000					
Business Retention (industry lunches)	\$ 100	\$ 500					
Business Appreciation Event	\$ 1,100	\$ 1,500					
Printing & Design Marketing Brochures/Collateral	\$ 4,600	\$ 6,000					
Website Add-ons/Video	\$ 5,000	\$ 4,000					
Website Technology Upgrade/Design Enhancements	\$ 900	\$ 2,000					
Industry Tours/CTE/Workforce Support	\$ 1,500	\$ 3,500					
Existing Business Contact/Promotional Products	\$ 1,000	\$ 1,500					
Announcements/Groundbreaking Invitations	\$ 1,000	\$ 1,000					
Entrepreneurial Grant Initiative	\$ 1,000	\$ 3,000					
Site Readiness	\$ 1,800	\$ -					
People of Augusta	\$ 2,000	\$ 2,000					
	\$ 30,000	\$ 35,000					
5201 - POSTAL SERVICES							
General office mailings and overnight deliveries	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800	\$ 700	\$ 100
Economic development services mailing to business licenses			\$ 1,560	\$ 1,560	\$ 1,560	\$ 1,560	\$ -
5203 - TELEPHONE SERVICES							
Cell Phone	\$ 600	\$ 600					
Land Line	\$ 480	\$ 480					
Air Card	\$ 480	\$ 480					
	\$ 1,560	\$ 1,560					

**81050-ECONOMIC DEVELOPMENT
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin Recommend	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommend
<u>5305 - MOTOR VEHICLE INSURANCE</u>			\$ 600	\$ 546	\$ 600	\$ 600	\$ -
One vehicle							
Mileage as of 12/30/20: 27,381							
<u>5501 - TRAVEL EXPENSES</u>			\$ 6,000	\$ 6,000	\$ 8,420	\$ 6,000	\$ 2,420
Prospect Visits	\$ 1,100	\$ 1,100					general cut
VA Economic Developers Association	\$ 3,000	\$ 3,000					
Community Development	\$ 120	\$ 120					
Site Selector Visits	\$ 200	\$ 200					
IEDC/SEDC Training Courses	\$ 1,580	\$ 4,000					
	\$ 6,000	\$ 8,420					
<u>5674 - SHENANDOAH VALLEY PARTNERSHIP</u>			\$ 75,013	\$ 75,013	\$ 75,013	\$ 75,013	\$ -
Annual contribution to SVP							
<u>5675 - SMALL BUSINESS DEVELOPMENT CENTER</u>			\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
Rent-in-kind (offset by revenue)	\$ 4,000	\$ 2,000					
Stipend	\$ 8,000	\$ 10,000					
	\$ 12,000	\$ 12,000					
<u>5801 - DUES & SUBSCRIPTIONS</u>			\$ 6,732	\$ 6,732	\$ 6,580	\$ 6,580	\$ -
International Economic Developers Assoc.	\$ 455	\$ 455					
Shenandoah Valley Technology Council	\$ 250	\$ 250					
Southern Economic Development Council	\$ 250	\$ 250					
Jobs EQ- Chmura Analytics	\$ 1,160	\$ 1,160					

**81050-ECONOMIC DEVELOPMENT
BUDGET REQUEST**

	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u>	<u>Difference</u>
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommend
Virginia Economic Developers Assoc. for 2	\$ 750	\$ 750					
Verona Business Association	\$ 75	\$ 75					
Virginia Agribusiness Council	\$ 110	\$ 110					
Public Relations Council	\$ 330	\$ 330					
Constant Contact	\$ 470	\$ 470					
Hover (URL subscriptions)	\$ 360	\$ 360					
Nexcess (web hosting increased due to website sizes)	\$ 600	\$ 600					
Domain SSL Certificates (included in Nexcess hosting now)	\$ -	\$ -					
Canva for Business	\$ 120	\$ 120					
Wordpress Quarterly Updates(minimum to maintain security)	\$ 800	\$ 800					
Zoom	\$ 480	\$ 480					
Network Solutions (Mill Place domain)	\$ 242	\$ 220					
S&W Young Professionals	\$ 150	\$ 150					
	\$ 6,452	\$ 6,580					
6001 - OFFICE SUPPLIES			\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ -
Copier	\$ 720	\$ 720					
Prospect Supplies	\$ 1,000	\$ 1,000					
Miscellaneous	\$ 80	\$ 80					
	\$ 1,800	\$ 1,800					
6008 - MOTOR VEHICLE FUEL			\$ 900	\$ 900	\$ 900	\$ 900	\$ -
	\$ 900	\$ 900					
6009 - MOTOR VEHICLE MAINTENANCE			\$ 200	\$ 200	\$ 200	\$ 200	\$ -
General repairs and maintenance	\$ 200	\$ 200					
Mileage as of 1/9/21: 25,902							

**81050-ECONOMIC DEVELOPMENT
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin Recommendations	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total:	\$ 135,605	\$ 135,551	\$ 142,873	\$ 135,353	\$ 7,520	
Payroll Total:	\$ 175,722	\$ 192,568	\$ 181,977	\$ 194,951	\$ (12,974)	
Grand Total:	\$ 311,327	\$ 328,119	\$ 324,850	\$ 330,304	\$ (5,454)	

Personnel includes Pay and Class from HR

8002 FURNITURE & FIXTURES

January 5, 2022

Ms. Misty Cook, Director of Finance
County of Augusta
18 Government Center Lane
Verona, VA 24482-0590

Dear Ms. Cook:

The Shenandoah Valley Partnership (SVP) understands that the COVID-19 pandemic has continued to present challenges and disrupted revenues for localities. We also recognize the incredible programs our localities have organized to assist the ongoing needs of the business and nonprofit communities. With that in mind, you will find the SVP funding request for 2022-2023 respectfully attached.

The SVP's foundation of regional cooperation is critical to sustaining a strong economic climate and addressing business development opportunities in this new market. As the region's premier advocate for economic development, we have continued to pivot our outreach to sustain our plan of work – executing successful digital marketing initiatives, personally connecting with site selectors virtually and in person, and maintaining project activity.

Localities' financial contribution allows SVP to provide technical assistance through project management and lead generation. Over the past 12 months the region benefited from over \$270 million in new capital investment and the creation of over 800 new jobs. The continued growth of our fundamental business sectors speaks volumes about our region's resiliency and future economic prosperity.

The SVP requests the County of Augusta to budget \$75,013.00 for our FY22-23 operating year. This request has not changed from the previous year and is based on the July 1, 2017 population estimates data from the Weldon Cooper Center for Public Service following the \$1.00 per capita funding rate for localities with a population of 10,000 or more.

However, the SVP Board of Directors will consider at its January 2022 Board meeting a future adjustment to per capita allocations based on the most recent data on population estimates from the Weldon Cooper Center for Public Service. If approved, that adjustment would be reflected in next year's funding request to take effect for the FY23-24 budget year.

We value our long-term relationship with the County of Augusta and look forward to partnering to market the Shenandoah Valley business development story with confidence. 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
(o) 540.568.3259 | (c) 540.421.6461
jlangston@theshenandoahvalley.com



SVP Jurisdictions and Clientele Served

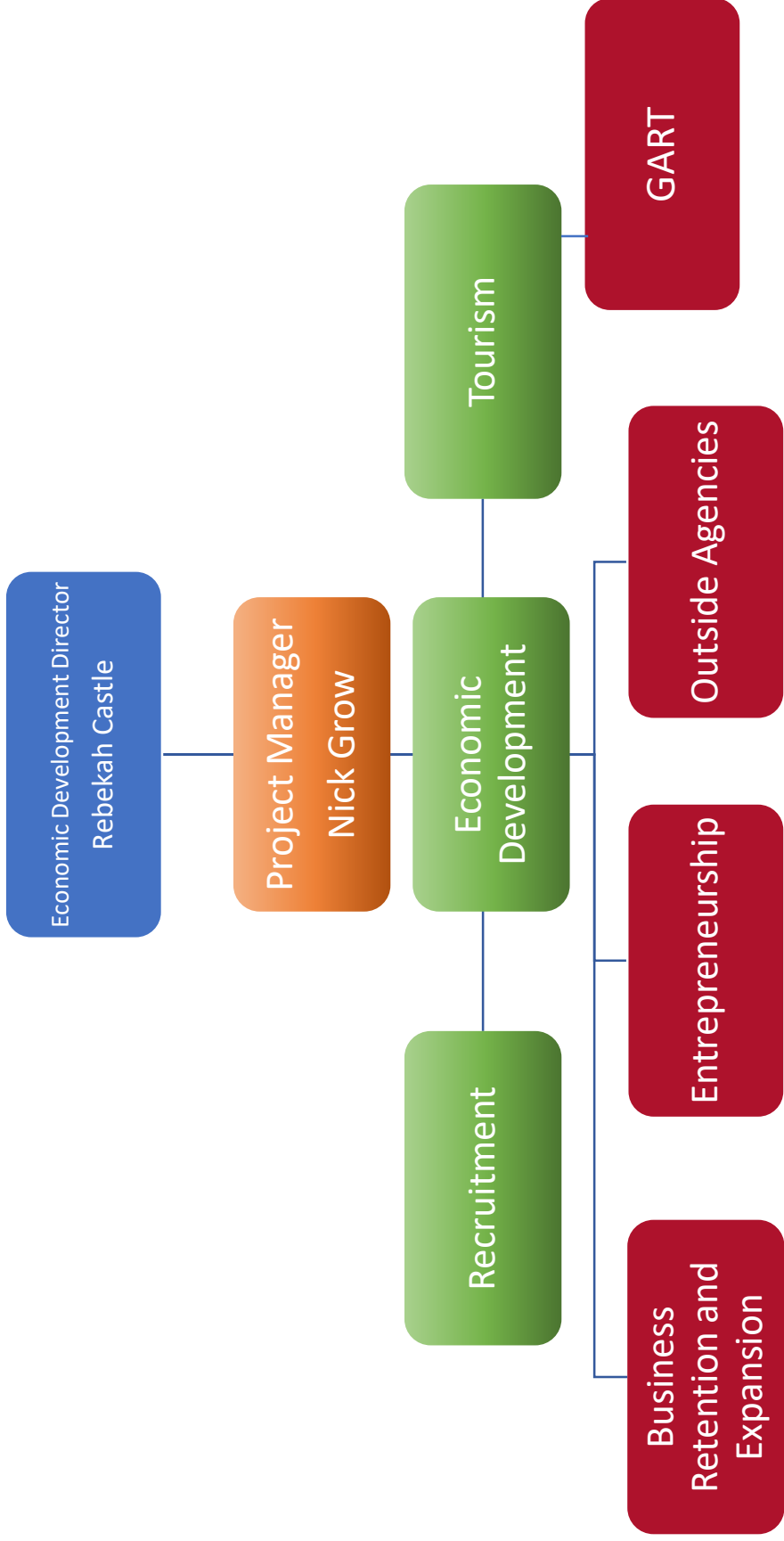
Member Jurisdiction	2017 Population*	FY22-23 Public Investment at \$1.00 per capita for localities over 10,000 population**
Augusta County	75,013	\$75,013
Bath County	4,556	\$8,004
City of Buena Vista	6,424	\$8,785
City of Harrisonburg	54,689	\$54,689
Highland County	2,284	\$7,022
City of Lexington	7,284	\$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.

Economic Development Organizational Chart



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 three 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, and two Agricultural and Natural Resources (ANR) agents. 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 family 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 the Augusta Agriculture Industry Board
 - Enhance Augusta beef cattle marketing opportunities for producers
 - Provide resources for land and water stewardship to new/absentee landowners

- Expand educational scope of 4-H/FFA Market Animal Show
 - Provide crop hybrid and variety information to help farmers select adaptable crop genetics
 - Maintain pesticide applicators licensing program for farmers and commercial applicators
 - Monitor incursion of invasive pests and weeds, including the spotted lanternfly
 - Investigate innovative sustainable cropping practices programs for environmental and production efficiency
 - Encourage farmers/landowners to adopt best management practices that improve economic and environmental outcomes
 - Education in farm business management and Farm Family Transition to the next generation
 - Continue programming aimed at supporting small farm enterprise development
 - Provide non-expert agricultural law interpretation where appropriate
 - Provide education and strategies for dealing with herbicide resistant weeds
- 4-H
 - Youth development to grow community oriented, capable, resilient citizens
 - Manage 4-H Teen Leadership Development Program
 - Foster youth engagement in STEM related learning and proficiency
 - Provide opportunities for practical, hands-on learning of skills and exposure to career paths
 - Assist in organization and management of Market Animal Show
 - Increase membership in 4-H and awareness of Augusta, Staunton, and Waynesboro 4-H Programs
 - Manage and develop a team of adult volunteers to serve as positive role models, mentors, and caring adults in the lives of youth members
 - Network and partner with other organizations and institutions to address the needs of youth, families, and the 4-H program
- Family and Consumer Sciences – Family Nutrition Program
 - Identify, recruit, teach, train, and manage volunteers to offer nutrition, health, and weight management programs
 - Improve food access and availability in settings, such as farmers markets and grocery stores, using lessons from approved core curricula
 - Present and/or serve on local food policy councils and other entities serving limited-income audiences to assist in establishing EBT programs
 - Build community capacity for improving community food security, nutrition, health, and weight status for SNAP-eligible individuals and families, including forging partnerships to establish community gardens
 - Create partnerships with local agencies serving limited resource populations and connecting these agencies with food access, nutrition, health, and weight management programs offered through SNAP-Ed

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$109,576	\$122,475	\$122,475	\$114,953	-3.6%
Operating	3,044	8,300	8,300	8,000	-6.1%
Total	\$112,620	\$130,775	\$130,775	\$122,953	-6%

***decrease in personnel expenditures is due to the Family Consumer Science and SNAP position being vacant.

Accomplishments:

- Crops and Soils
 - Provided direct assistance to over 1500 individual farmers and landowners in Augusta County
 - Promotion of safe and effective pesticide usage through certification of 95 private applicators (farmers) and 30 commercial applicators (Co-ops, Houff, etc.)
 - Row crop and forage research and educational programs efforts (workshops and field demonstrations)
 - Conducted a survey of water quality used for pesticide spraying (102 samples collected for 91 individuals)
 - Consulted with beginning farmers about crop management and forage systems
 - Provided consultations for turf and landscape issues such as disease, insect, nutrition and renovation
 - Provided consultations for turf and landscape issues such as disease, insect, nutrition and renovation
 - Provided education for absentee or new landowners about land stewardship and rural concerns
 - Consulted with beginning farmers about crop management and marketing
 - Provided consultations for turf and landscape issues such as disease, insect, nutrition and renovation

- Horticulture
 - Consult with commercial vegetable, ornamental, and nursery enterprises on production and marketing issues
 - Assist small horticulture operation to increase scale and marketing options
 - Consult homeowners with lawns, landscaping and gardening
 - GAP and Food Safety training for vegetable growers
 - Work with Shenandoah Valley Master Gardener Association to monitor spotted lanternfly
 - Work with Shenandoah Valley Master Gardener Association to educate homeowners on sustainable horticultural practices

- Animal Science
 - Provide production and conservation advice to individual livestock producers and landowners
 - Improve farm-profitability through better animal nutrition, health, and marketing
 - Assist farmers with winter feeding rations by submitting forage samples for quality analysis
 - Assist ACSA with large animal mortality policy promotion among farmer community
 - Improvement of livestock health through educational programs on various diseases

- Farm Business Management
 - Individual family consults for generational transition, farm business expansion and or farm business start-ups
 - Land Leasing and Custom Work Rate surveys and advice
 - Individual consultations on rental rates, farm rental arrangements, and Virginia Fence Law
 - New landowner guidance
 - Crop damage and value assessments including utility rights-of-way
 - Case studies of profitable livestock operations

- Dairy Science
 - Organic Dairying
 - Educational meetings, farm visits, and herd-book clinics
 - Youth programs
 - Work with the Farm Family Transition program
 - Farm Stress and Mental Health

- Ventilation design, calf health, feed and nutrient management
- Dairy Margin Coverage 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
 - Leadership Development Activities
- Food and Nutrition
 - Literacy, Eating, and Activity for Preschoolers (LEAP) program reached 15 youth
 - OrganWise Guys program reached 7 youth
 - Choose Health program reached 5 youth
 - Fresh Fruit and Vegetable Program reached 908 youth
 - ServSafe Food Protection Manager class certified 4 adults
 - Virtual food demonstrations received 2,089 views via social media
 - Food and physical activity resource map on Google Maps received 205 views
 - Partnership with Embrace Community Garden in Waynesboro reached 270 clients and produced 612 pounds of food
 - Updated school wellness policy assessments for Augusta, Staunton, and Waynesboro
 - Updated SNAP-Ed programming needs assessments for Augusta, Staunton, and Waynesboro
 - Get Fresh collaborative activities with Augusta Health, Waynesboro Public Schools, Blue Ridge Area Food Bank, Murphy Deming School of Health Sciences, and Project GROWS

Contact Information:

John Benner, ANR Agent, Unit Coordinator

Location: 13 Government Center Lane
Verona, VA 24482

Phone: (540) 245-5750

Fax: (540) 245-5752

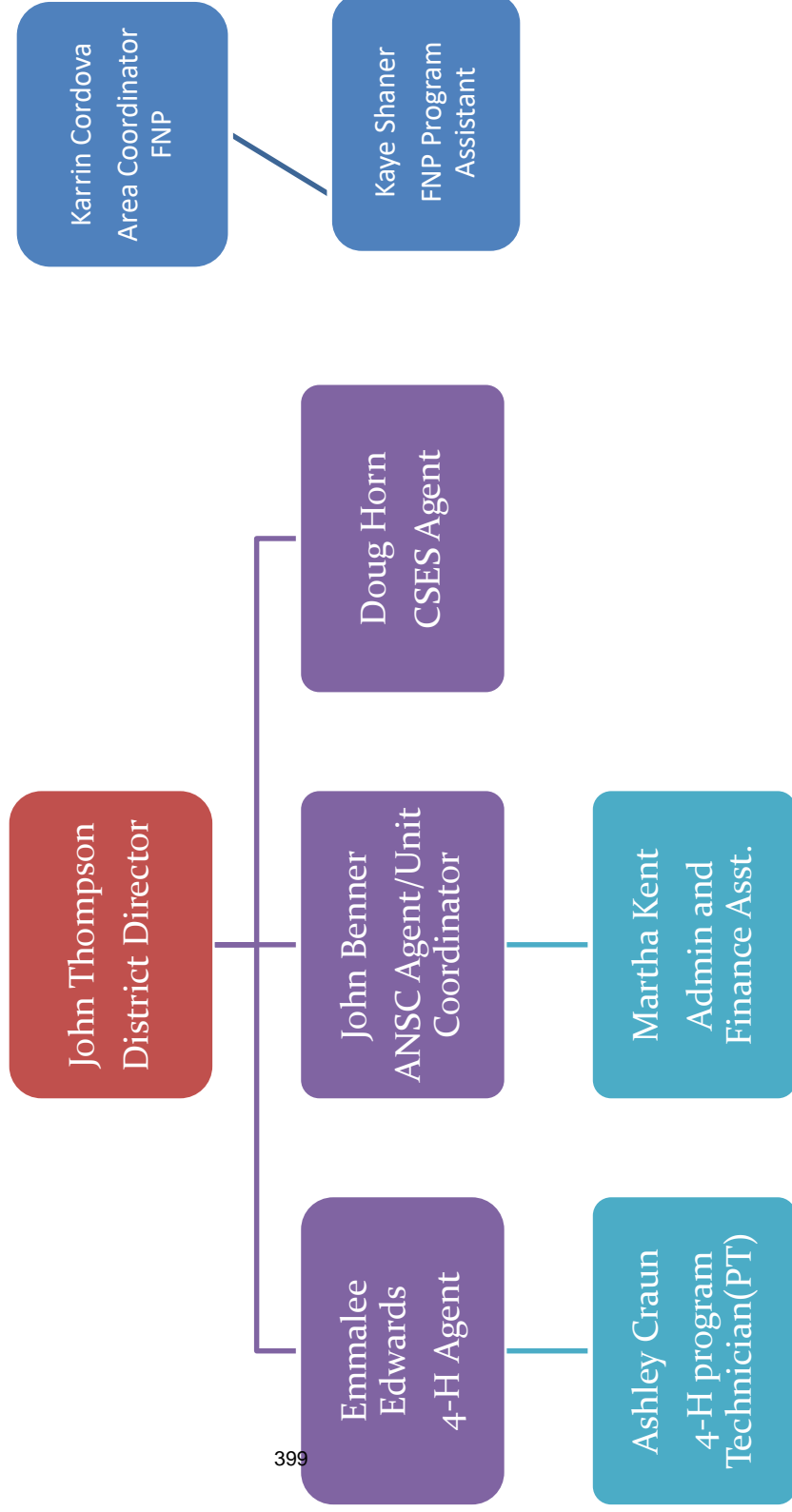
E-mail: benner89@vt.edu

**83010-EXTENSION OFFICE
BUDGET REQUEST**

	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin</u> <u>Recommendations</u>	<u>Difference</u>
	Detail					
	21-22	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to
	Revised					Recommendations
5203 - TELEPHONE SERVICES	\$ -	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
Land lines, fax, repairs for Augusta office						
5501 - TRAVEL EXPENSES	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,500	\$ 500
Mileage for agents in Augusta office						general cut
6001 - OFFICE SUPPLIES	\$ -	\$ 700	\$ 700	\$ 900	\$ 800	\$ 100
Supplies for Augusta office employees						general cut
6002 - 4-H PROGRAM SUPPORT	\$ -	\$ 600	\$ 600	\$ 700	\$ 700	\$ -
Mileage for 4-H technician travel, market animal show, 4-H camp & other program support						
Department Total:	\$ -	\$ 8,300	\$ 8,300	\$ 8,600	\$ 8,000	\$ 600
Payroll Total:	\$ -	\$ 122,475	\$ 122,475	\$ 133,194	\$ 114,953	\$ 18,241
Grand Total:	\$ -	\$ 130,775	\$ 130,775	\$ 141,794	\$ 122,953	\$ 18,841

Personnel cut FT 4-H tech, left at PT hours

VA Cooperative Extension-Augusta County Office Organizational Chart



County Farm

Department Overview:

Expenditures related to the Berry Farm property and Agricultural Development Board are included under County Farm.

Budget Summary:

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$5500	\$6760	\$6760	\$6,760	0%

83050-COUNTY FARM

BUDGET REQUEST

<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>Co. Admin Recommendations</u>	<u>Difference</u>
Detail					
21-22	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to
Revised					Recommendations
\$	- \$	- \$	- \$	- \$	- \$
\$	6,760 \$	6,760 \$	6,760 \$	6,760 \$	6,760 \$
6003 - AGRICULTURAL SUPPLIES & MAINTENANCE					
To maintain Berry Farm and Mill Place					
6007 - AGRICULTURAL DEVELOPMENT FUND					
Support of agricultural community including projects of Extension or Ag Board. Projects approved individually by BOS before funded.					
Department Total:	\$ 6,760	\$ 6,760	\$ 6,760	\$ 6,760	\$ -
Payroll Total:	n/a	n/a	n/a	n/a	n/a
Grand Total:	\$ 6,760	\$ 6,760	\$ 6,760	\$ 6,760	\$ -

Augusta County
Fiscal Year 2022-2023
Departmental Budgets by Function
Non-departmental & Contingencies

Department	FY2020- 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Other Operational Functions	\$1,158,199	\$1,313,114	\$ 1,223,748	\$1,314,636	0%
Contributions	404,695	453,522	454,922	485,547	7%
Contingencies	118,501	1,283,564	80,000	55,000	-96%
Transfers to Other Funds	71,581,513	61,893,898	68,411,190	62,450,352	1%
Total Non-departmental & Contingencies	\$73,262,908	\$64,944,098	\$ 70,169,860	\$64,305,535	-1%

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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	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$1,158,199	\$1,313,114	\$1,223,748	\$1,314,636	0.1%

Contributions

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$404,695	\$453,522	\$454,922	\$485,547	7.1%

*Increase is due to small increases in regional contributions as well as adding the contribution to the Talking Book Center to this and removing it from the Libraries budget.

Contingencies

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$118,501	\$1,283,564	\$80,000	\$55,000	-95.7%

*Decreases in contingencies is due to moving the FY22 board approval for 15 F&R positions to the F&R department line item. In the FY22 adopted budget these positions were added by the board as a contingency pending the outcome of the application for a SAFER grant. The County did not get the grant.

Transfers

Item	FY2020- 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$71,581,513	\$61,893,898	\$68,411,190	\$62,450,352	0.75%

*Change in transfers due to increases in transfers to Social Services, and Schools. Increase in revised is due to allocation of ARPA funds, year end fund balance and school year end fund balance.

**92020-OTHER OPERATIONAL
92040-CONTINGENCIES
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
92020 - Other Operational Expenditures:							
1100 - HEADWATERS CONSERVATION DISTRICT							
Payroll portion of annual contribution	\$		65,227 \$	65,227 \$	68,488 \$	68,488 \$	-
1600 - VARIOUS BOARDS & COMMISSIONS							
Semi-annual payments to board appointments including Recycling Committee, Ag Board, CPMT, CATS, Youth Commission, Ag & Forest Committee	\$		6,000 \$	6,000 \$	6,000 \$	6,000 \$	-
2220 - LINE OF DUTY							
Premium for line of duty coverage for public safety employees and F&R volunteers (VACO) 2018 reduction due to allocation to SAFER grant	\$		111,830 \$	115,134 \$	120,891 \$	120,891 \$	-
2300 - HOSPITALIZATION - DEPENDENT CARE							
Premium for dependent care Portion funded out of Health Insurance escrow savings	\$		336,856 \$	946,186 \$	966,564 \$	560,000 \$	406,564 Use of reserves
2301 - HEALTH SAVINGS ACCOUNT							
Monthly contribution to employees on High Deductible Plan with Health Savings Account	\$		40,000 \$	40,000 \$	40,000 \$	40,000 \$	-
2500 - VACO Hybrid Plan STD/LTD							
Funding for short term disability/long term disability plan required for VRS Hybrid Plan employees	\$		- \$	- \$	- \$	- \$	-

**92020-OTHER OPERATIONAL
92040-CONTINGENCIES
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
	21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
<u>2600 - UNEMPLOYMENT</u>			\$ 4,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
	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>			\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -
	Subsidy for retiree health insurance						
407							
<u>3130 - CONSULTING SERVICES CONSORTIUM</u>			\$ 11,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ -
	Administration of health insurance benefits						
<u>5683 - HEADWATERS SOIL CONSERVATION DISTRICT</u>			\$ 30,701	\$ 30,701	\$ 31,029	\$ 31,029	\$ -
	Dam management portion of annual contribution						
<u>8002 - FURNITURE & FIXTURES</u>			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
	Amount reserved for unexpected expenditures related to County F&F						
<u>9994 - CAREER DEVELOPMENT/PAY & CLASS</u>			\$ -	\$ -	\$ 560,922	\$ -	\$ 560,922
	All departments but public safety P&C moved to dept lines						

**92020-OTHER OPERATIONAL
92040-CONTINGENCIES
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	Co. Admin. Recommendations	Difference
21-22 Revised	FY22-23	FY 21-22	FY 21-22	FY 22-23	FY 22-23	Request to Recommendations
9995 & 9997 PAY & CLASSIFICATION PLAN	Comp Bd County	\$ 185,390 \$ 481,610	\$ - \$ -	\$ 113,800 \$ 293,928	\$ 113,800 \$ 293,928	\$ - \$ -
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 1/1/22						
9996 AID TO THE COMMONWEALTH		\$ -	\$ -	\$ -	\$ -	\$ -
General Assembly action to reimburse a portion of State Aid back to the state. N/A FY18, FY19, FY20, FY21						
9998 - OPEB		\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -
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		\$ 10,000	\$ -	\$ 10,000	\$ 10,000	\$ -
Funding available for part time needs that arise during the fiscal year. Allocated to departments during revised budget preparation.						
92040 - Contingency:		\$ 1,283,564	\$ 80,000	\$ 60,000	\$ 55,000	\$ 5,000
9999 - CONTINGENCIES Amount reserved for unexpected expenditures, emergencies that arise during the fiscal year						
Other Operational Department Total:		\$ 1,313,114	\$ 1,223,748	\$ 2,282,122	\$ 1,314,636	\$ 967,486
Contingency Total:		\$ 1,283,564	\$ 80,000	\$ 60,000	\$ 55,000	\$ 5,000
Grand Total:		\$ 2,596,678	\$ 1,303,748	\$ 2,342,122	\$ 1,369,636	\$ 972,486

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OTHER FUNDS

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Augusta County
Fiscal Year 2022-2023
Fire Revolving Loan Fund

	FY2020- 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
<u>Revenues:</u>					
State Funds	\$277,545	\$253,600	\$294,767	\$279,186	10%
Loan Repayments	129,500	85,636	85,636	85,636	0%
Total Revenues	\$407,045	\$339,236	\$380,403	\$364,822	8%
<u>Expenditures:</u>					
Disbursement of Loans	\$0	\$500,000	\$500,000	\$500,000	0%
Gear Purchases	51,685	105,000	105,000	105,000	0%
Total Expenditures	\$51,685	\$605,000	\$605,000	\$605,000	0%

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	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$51,685	\$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.

**Augusta County
Fiscal Year 2022-2023
Asset Forfeiture Fund**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
<u>Revenues:</u>					
Use of Money & Property	\$2,352	\$1,500	\$2,500	\$1,500	0%
Asset Forfeitures	87,945	10,800	87,130	10,800	0%
Total Revenues	\$90,297	\$12,300	\$89,630	\$12,300	0%
<u>Expenditures:</u>					
Personnel	\$ 34,950	\$ 38,000	\$ 37,500	\$ 38,000	0%
Operations	\$1,351	\$10,000	\$10,000	\$10,000	0%
Total Expenditures	\$36,301	\$48,000	\$47,500	\$48,000	0%

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	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Personnel	\$34,950	\$38,000	\$37,500	\$38,000	0%
Operating	1,351	10,000	10,000	10,000	0%
Total	\$36,301	\$48,000	\$47,500	\$48,000	0.0%

**Augusta County
Fiscal Year 2022-2023
Economic Development Fund**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
<u>Revenues:</u>					
Grants-County	\$ 167,020	\$ 525,000	\$ 460,000	\$ 400,000	-24%
Local Funds	\$1,815	\$2,300	\$1,900	\$2,400	
Total Revenues	\$ 168,835	\$ 527,300	\$ 461,900	\$ 402,400	-24%
<u>Expenditures:</u>					
Capital Contributions	\$168,835	\$527,300	\$461,900	\$402,400	-24%
Total Expenditures	\$168,835	\$527,300	\$461,900	\$402,400	-24%

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	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$168,835	\$527,300	\$461,900	\$402,400	-24%

**Augusta County
Fiscal Year 2022-2023
Revenue Recovery Fund**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
Use of Money & Property	\$3,051	\$2,800	\$3,300	\$3,000	7%
Miscellaneous Revenue	1,838,394	1,635,270	1,800,200	1,822,000	11%
Non-Revenue Receipts	160,000	160,000	160,000	160,000	0%
Total Revenues	\$2,001,445	\$1,798,070	\$1,963,500	\$1,985,000	10%
Expenditures:					
Volunteer Contributions	\$466,628	\$336,875	\$553,249	\$461,811	37%
Service Fees	112,410	117,595	119,450	121,813	4%
Contingencies	49,358	160,000	160,000	160,000	0%
Transfers to Other Funds	1,104,963	1,183,600	1,130,801	1,241,376	5%
Total Expenditures	\$1,733,359	\$1,798,070	\$1,963,500	\$1,985,000	10%

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	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$1,733,359	\$1,798,070	\$1,963,500	\$1,985,000	10%

***Effective January 1, 2023 the board approved an increase in billing rates that are in line with Medicare’s max allowable billing.

**Augusta County
Fiscal Year 2022-2023**

ARPA Fund

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
Interest on bank deposits	\$22,604	\$ -	\$37,156	\$37,156	
Revenue from the Federal Government	\$ 14,999,830	\$ -	\$ 7,599,523	\$ -	
Total Revenues	\$15,022,434	\$0	\$7,636,679	\$37,156	
Expenditures:					
COVID/ARPA approved expenditures	\$ 3,696,461	\$ -	\$ 351,530	\$ 8,083,025	
Transfers to the general fund	\$ 4,839,852	\$ -	\$ 982,000	\$ -	
Transfers to School Operating Fund	\$ 1,735,178	\$ -	\$ -	\$ -	
Total Expenditures	\$10,271,491	\$0	\$ 1,333,531	\$8,083,025	

CARES/ARPA Fund

Description:

This fund was set up specifically for federal funds received by the county with the passing of the The Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 as well as the American Rescue Plan Act (ARPA) also passed by the Federal Government in 2021. These federal funds were disbursed to the state of Virginia and then pass through to localities based on a population formula determined by the state. The CARES/ARPA Act require that funds be used to cover specific expenses related to the COVID19 pandemic, and are outlined in Final Rules issued by the Department of the Treasury.

Budget Summary:

Item	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Expenses	\$10,271,491	\$0	\$1,333,531	\$8,083,025	

**Augusta County
Fiscal Year 2022-2023
Virginia Public Assistance**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
<u>Revenues:</u>					
State & Federal Funds	\$10,999,372	\$12,191,341	\$12,191,341	\$12,913,729	6%
Non-Revenue Receipts	1,736,885	1,376,910	1,376,910	1,506,036	9%
Total Revenues	\$12,736,257	\$13,568,251	\$13,568,251	\$14,419,765	6%
<u>Expenditures:</u>					
Administration	\$10,324,234	\$10,553,251	\$10,553,251	\$11,517,060	9%
Public Assistance	2,412,024	3,015,000	3,015,000	2,902,705	-4%
Total Expenditures	\$12,736,258	\$13,568,251	\$13,568,251	\$14,419,765	6%

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:** Investigates referrals and provides services to abused or neglected children and their families.
- **Prevention Services:** Provides services and works within the community to prevent out of home placement and foster care for children by strengthening families, promoting child safety, well-being and permanency.
- **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 2021:

- 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.
- Continue to 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.
- Increase trauma-based practice in service programs and throughout the agency supported through training for staff and updating policy and guidance to support efforts.
- Implement Family First Prevention according the State guidance and policy and assist in building community capacity for evidence based 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.
- Continue to research and implement methods to encourage employee retention and hire qualified and knowledgeable staff.
- Obtain necessary equipment, technology, knowledge, and resources to consistently and efficiently handle high caseloads.
- Continue cross training of staff to ensure adequate knowledge and coverage.
- Ensure staff are current on all state mandated training and knowledgeable on state and local policies.
- Continuing to research and implement the use of automation and technology to streamline operations.
- Seek additional and creative cost savings measures to maintain and provide services.
- 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.
- Continue to enhance and improving customer service to the community.

Budget Summary:

Item	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$10,9*99,371	\$12,191,341	\$12,191,341	\$12,913,729	6%
County Transfer	\$1,736,885	\$1,376,910	\$1,376,910	\$1,506,036	9%

Caseload Statistics:

Program	FY2017	FY2018	FY2019	FY2020	FY2021
Family/Children Medicaid	2848	3401	4038	5463	6781
Adult Medicaid	2150	2066	2016	2234	2310
FAMIS/Adult Plan First Medicaid (cases included in Family/Children Medicaid FY2018)	196	0	0	0	0
SNAP -Supplemental Nutrition Assistance Program (formerly known as Food Stamps)	2428	2403	2265	2209	2495
TANF/Diversions	183	208	196	179	190
VIEW	51	53	41	29	51
Energy Assistance	2163	2255	2318	2165	2074
Foster Care	68	61	55	46	41
Post Adoption Subsidy				112	105
Prevention Services				21	19
CPS Investigations & Assessments	474	385	461	341	381
CPS Service	52	30	17	15	23
Day Care	72	83	70	86	71
APS Investigations	568	496	551	665	742
AS/APS Guardianship Ongoing Service Cases	261	267	271	244	318
Total Case Count for Augusta County	11,514	11,708	12,299	13,809	15,601

Shenandoah Valley Social Service Accomplishments for FY2021:

SVSS handled 31,196 ongoing cases in FY2021, a 10.9 percent increase over FY2020. 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 percent. The caseload numbers do not reflect the total number of clients served, which may be two to three times higher.

- In FY2021, the Verona and Waynesboro Offices received a total of 7,001 combined visitors, averaging 583 visitors each month. The Waynesboro Office had 2,981 visitors for the year, averaging 248 a month and the Verona Office had 5,020 visitors during the year, averaging 418 a month. Overall, SVSS experienced a 25 percent reduction in lobby traffic year over year, primarily due to COVID-19 procedures and implemented drop boxes at each location.
- SVSS received \$327,726 in Medicaid Expansion Funding requiring no local match for FY2020. This funding continues to be used to support additional Benefit Program positions to assist with the increased Medicaid caseload.
- Continuing efforts are being placed on finding adoptive homes. Seventeen children in care were adopted during FY2021. Twenty-one DSS Home studies were completed, 3 of which were relatives. Six court-ordered home studies were completed and we began a bimonthly virtual foster parent support group.
- In FY2021, forty-six children entered into custody (32 Foster Care, 1 Fostering Futures, 6 non-custodial, 1 entrustment and 6 Extended Fostering Futures). Twenty-seven left care (15 reunification, 1 relative placement, 10 emancipation and 1 commitment to DJJ). The year-end balance of children in Foster Care was 134. The Foster Care unit is committed to working with families and children on reunification and working with older youth in gaining independent living skills.
- SVSS Child Protective Services in FY 2021 closed 563 Investigations/Family Assessments timely increasing the agency's regional ranking to 8th out of 28 localities. The CPS Unit met the timeliness contact requirements for a face to face contact with a victim child at a rate of 81 percent. This represents a significant improvement over last year and this effort was recognized within the region. The FY 2021 statistics show that 1,979 referrals were received with 719 meeting the criteria for validation and assigned as Investigations or Family Assessments. This is an increase of 83 cases over the prior year.
- The Prevention Unit has been busy with the implementation of In Home Services case practice which was initiated in January 2021 with new training and policy. The development of this framework is aligned with Virginia's broader strategic efforts which reflect key priorities in child welfare such as the Child and Family Services Plan (CFSP), Child and Family Services Review (CFSR)/Program Improvement Plan (PIP), and Family First. This change also brought about an upgrade in 2 current positions from FSSII to FSSIII and the addition of 2 new positions. The team also welcomed an upgrade of a Senior position. Additionally the number of Family Partnership Meetings remains similar to last year with 171 meetings. The average number of open cases for the year remains the same with approximately 70 open cases at any one time.
- CommonHelp – the VDSS online “web-based” system received 5,418 applications for SNAP, Medicaid, TANF, EAP, and Child Care during FY21. For SNAP, Medicaid, and TANF, 42 percent of all applications received for these programs were from CommonHelp, a 4% increase year over year.

- SNAP, TANF, and Medicaid program applications totaled 10,642 from all sources, which includes CommonHelp, CoverVA, FFM (healthcare.gov), Enterprise Customer Service Center, and LDSS (paper applications submitted locally). Medicaid accounted for 5,322 or 50% percent of the applications. Medicaid Expansion which took effect on January 1, 2019 expanding eligibility to adults earning up to 138% of the federal poverty level (less than \$17,000 a year). This created an average of 8,864 more eligible individuals for Medicaid during the fiscal year.
- A State maintained Central Processing Unit assisted our agency by processing 519 (10%) Medicaid applications. In addition, the state VaCMS system automatically processed and successfully completed 7,570 (49%) Medicaid renewal applications.
- Benefit issued amounts have greatly increased from FY 19/20 due to additional emergency benefits distributed during the pandemic and Medicaid closure preventions.
 - TANF monthly average of ongoing cases was slightly less (8 cases less), but benefits issued were \$321,356 more than last year. Emergency Assistance accounted for \$26,051 of the total benefits issued.
 - SNAP monthly average of ongoing cases was much higher with 533 more cases and benefits issued were \$10,035,652 more than last year. The monthly issuance of emergency benefits increased the household's current monthly allotment to the maximum monthly allotment for the household size.
 - Medicaid has the largest increase of cases and benefits issued. Due to the pandemic, Medicaid cases could not be closed for any reason, including excess income. No closures at all unless the person requests, dies, or permanently moves out of state. Families and Children Medicaid, Plan First, and Medicaid Expansion Cases under care increased an additional 2,255 from the past fiscal year, whereas Long Term Care, Aged, Blind and Disabled, and Auxiliary Grant cases only increased 103. However, benefits for all Medicaid cases issued increased \$71,731,534.
- The Benefits Units were acknowledged and commended by the Piedmont Regional Director and SNAP and Medicaid Regional Practice Consultants for their continued efforts and achievements with timely processing of large volumes of applications, while ensuring the continuation of ongoing benefits to community members in need. Units were recognized for proper and timely eligibility determination, consistent verification scanning and excellent documentation. Several presentations were given to professionals and customers of various community action agencies regarding benefits and resources. In addition, employees attended multiple farmer's market events to provide SNAP and other benefit program information.
- The Child Care Subsidy Unit continues to be acknowledged for 100% correctness of cases submitted to Payment Accuracy Review. The Unit collaborated with area child care vendors to construct and disseminate a monthly report of child care availability in the community. This information was shared with agencies such as The Community Foundation, CAPSAW and United Way. The Unit has also participated and collaborated with United Way and JMU to develop several mixed delivery grants to enhance early childhood education in the region. The Unit teamed up with Head Start to send out 2,247 mailings to advertise and market Head Start services in Staunton, Augusta and Waynesboro.
- SVSS received \$313,085 in Fraud collections for FY2021, a 69% increase over FY2020. Factors contributing to the increase are involuntary payments through the Treasury Offset Program (TOP), greater disposable income from stimulus money, unemployment, etc. resulting from COVID-19 and higher recoupment amounts resulting from maximum benefits being received.

- The Fraud Unit investigated 183 cases. Eleven of these cases were referred to the Commonwealth Attorney's Office for prosecution with claims totaling \$141,839. The Unit initiated 52 Administrative Disqualification Hearings with claims totaling \$117,359 and 71 unsubstantiated investigations totaling \$77,005 in claims. The combined claims totaled \$336,203. The Fraud Unit pursued Civil Court judgments against 11 clients with delinquent/outstanding balances on their claims. Of the 11 cases, 5 claims totaling \$5,107 were paid in full prior to court and judgements were awarded against the remaining 6, with claims totaling \$13,292.
- SVSS AS/APS Unit received and processed 2,058 reports of adult abuse, neglect or exploitation, a 6.9% increase over FY2020. Of these 1,773 were investigated with 949 or 53.5% being determined in need of services. An average of 222 guardianships and 37 clients in the Volunteer Money Management Program were monitored for the year. Unit members and agency staff participated in the Thanksgiving Assistance Program through Staunton Alliance Church, providing individuals and families with baskets of Thanksgiving food or a prepared meals. Unit members developed a Adopt a Senior Program in which the Unit along with agency staff provided over 71 seniors with gifts. Unit members also participated in the Augusta County Senior Fair, providing resources for public benefits, housing and other service information concerning long-term care, assisted living, abuse, neglect and exploitation. The AS/APS Unit partnered with Augusta Health to provide clients and their families access to the COVID-19 vaccine by arranging appointments and providing transportation to the clinics. Even in the midst of a pandemic, the AS/APS workers continued to provide support to clients and their families.
- SVSS AS/APS Unit continues to provide numerous presentations to local community partners on Mandated Reporting, Scams, Financial Exploitation, Physical/Mental Abuse and Neglect. The Adult Protective Services Investigative Team continues to work closely with local and state law enforcement agencies relating to criminal abuse, neglect and exploitation investigations, with 285 referrals being made to law enforcement in FY2021. Collaboration with law enforcement continues to result in positive outcomes for our clients, such as, receiving protective services and restitution paid by perpetrators. Joint displays with the Augusta County Sheriff's Office were set up in the community and at offices to raise awareness on World Elder Abuse Awareness Day and during Elder Abuse Prevention month. The Augusta County Elder Abuse Multidisciplinary Team has been successfully running for over two years.
- Our VIEW program continues to be recognized for its performance in the state. VIEW participants' average hourly rate is \$12.30 which is \$2.80 higher than Virginia's state minimum wage; increasing by \$1.67 or 15.7 percent over last fiscal year.
- Our Family Outreach and Employment Support Program served 148 individuals during the year. The average hourly wage for an FOP participant was \$11.60, \$2.10 higher than Virginia's state minimum wage.
- Our Medical Outreach and Financial Independence Program continues providing additional financial literacy assistance to VIEW participants and other eligible individuals in the community. The MOFIP grant hosted three virtual Financial Literacy Sessions through partnership with Habitat for Humanity. The Adult Learning Center became the provider of Individualized Financial Literacy Case Management in February, replacing the Virginia Cooperative Extension. RSVP, Inc., provider of Medical Case Management services, assisted two individuals with qualifying for and obtaining SSI (Supplemental Security Income) through the Social Security Administration.

- SVSS 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, Chafee Education (IL Purchased Services), Safe & Stable Families, Medical Outreach and Financial Independence Program (MOFIP), and TANF Competitive Grant (Family Outreach and Employment Support Program). Total projected grant awards are \$1,167,456.
- Cost savings realized in FY21 were achieved in Legal/Professional services (\$21,000), Rent/Buildings of \$31,000 between janitorial services/supplies (\$26,000) and utilities (\$4,500). Savings were also realized in travel/training (\$18,500), office supplies (\$13,000) and vehicle fuel/maintenance (\$13,000) resulting from less travel, the ability to attend trainings in a remote capacity and teleworking. Total savings incurred were approximately \$96,500.
- Technology Accomplishments: The Department VOIP phones have proven to be a great improvement over the prior phone system. Due to COVID, teleworking was initiated and the VOIP system allowed staff to more easily telework and access calls more efficiently. A search to secure a new phone vendor for our VOIP phone system was completed this year due to the prior vendor retiring. As staff continue to do more business with customers, coworkers, and community partners remotely, the agency instituted electronic signatures and provided staff a quick reference guide on how to do electronic signatures. An Owl remote meeting camera system was purchased for our FAPT and CPMT meetings. This specialized meeting camera gives enhanced capability of viewing a full 360 degrees of a meeting room and more fluidly switching between speakers no matter their location in the meeting room. A new software program was purchased called DecipherText for service workers that are issued agency cell phones. This program allows for text messages to be easily exported from iPhones and then imported into the case documentation system. It retains the details of who was texting and the dates and times.

The Department launched several new email addresses to provide customers and community partners a different avenue to contact us. Email address "svss.connect@dss.virginia.gov" and email addresses for CPS and APS intake was initiated. We received 8 additional scanners from the state to use with the Benefit Programs for directly scanning into the case management system. A web based version of our PSSF application was developed and published to the website so that customers can apply for the program directly through the website. We implemented DUO system authentication for Verona staff. Plans were initiated with the Augusta County IT for the installation of a new firewall and revamping of our website under the Augusta County domain.

- 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, schools, churches and CASA. The agency coordinates Child and Adult Protective Service trainings within the community. The agency participates in numerous job, health and community fairs including Augusta County Fair, ACPR Senior Health Fair, and Staunton Celebration of Lights.
- The agency Facebook pages continue to grow with people liking and sharing our pages and posts. Enhancements were made to the website for COVID-19 resources and helpful information.
- The agency logo continues being promoted in the community through correspondence, including letterhead, emails and agency apparel. To date, agency staff have purchased \$12,358 in agency logo apparel which assists in promoting and recognizing our agency in the community.



Contacts:

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Lisa Shiflett	Assistant Director, Service Programs	(540) 245-5838
Amber Bokelman	Assistant Director, Benefit Programs	(540) 942-6664
Susan Hughes	Administrative Services 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 January 19,2022

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**Augusta County
Fiscal Year 2022-2023
Comprehensive Services Act**

	FY2020- 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
State Funds	\$3,238,837	\$3,719,000	\$3,719,000	\$3,540,000	-5%
Transfers from Other Funds	1,641,544	1,550,000	2,081,000	1,960,000	26%
Total Revenues	\$4,880,381	\$5,269,000	\$5,800,000	\$5,500,000	4%
Expenditures:					
Children’s Services Act	\$4,880,381	\$5,269,000	\$5,800,000	\$5,500,000	4%
Total Expenditures	\$4,880,381	\$5,269,000	\$5,800,000	\$5,500,000	4%

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 and maintain our children in the community. Costs for residential placements and treatment foster care are high, and demand for both levels of placement continues to rise across the state making it increasingly difficult to find less restrictive placement for youths. The number of children in need of a special education private day placement remains high, and rates for that service have gone up. CSA staff and the FAP Teams continue to work with our community partners on maintaining children in the community whenever possible. CSA provides utilization review on all residential, therapeutic foster care, and community based services to ensure that services provided are helping families reach identified goals, and that services are cost-effective when meeting those goals.

Goals:

- Maintain communication with the courts in order to provide more effective services to children and families in the community.
- Redevelop our strategic plan goals to better meet our community's needs.
- Identify new services and providers that can provide evidence-based services that are eligible for alternative funding streams in addition to CSA funding.
- Fill vacant Parent Representative Seats on CPMT and all FAP Teams.
- Continue to effectively monitor the submission of Child and Adolescents Needs and Strengths (CANS) Assessments to ensure compliance with state policy.
- Continue to maximize use of alternative funding streams to decrease CSA costs (IV-E, VJCCCA, EBA, Medicaid, and MHI).

- Assist with attempts to secure grant funding to bring additional resources to the community.
- Revise and renew CSA Vendor Contracts with eligible service providers.

Budget Summary:

Item	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$3,238,837	\$3,719,000	\$3,719,000	\$3,540,000	-8%
County Transfer	1,641,544	1,550,000	2,081,000	1,960,000	-25%

*The use of County reserves are reflected in the Fiscal Year 2023 adopted County transfer, for further details see the County Administrator’s letter to the board.

Service Levels and Performance Measures:

	FY2016-2017	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021
Total Children Served	206	205	185	161	152

Accomplishments:

- Continued to serve youth and families through FAPT without interruption.
- Continued to collaborate with Valley CSB on effective use of MHI funding.
- Met with Juvenile and Domestic Relations court judges to establish ongoing planning and dialogue about better serving court involved youth and families.
- Assisted the Office on Youth in applying for grants for additional services in the community.
- Renewed the PSSF grant.
- Assisted SVSS in utilizing IVE prevention funding for community-based services.
- Revised and renewed CSA Vendor contracts with eligible service providers.

Contact Information:

Beatrice Leland, CSA Coordinator

E-mail: beatrice.k.leland@dss.virginia.gov

Location:

Shenandoah Valley Social Services

68 Dick Huff Lane

PO Box 7

Verona, VA 24482

Phone: (540)213-3685 **Fax:** (540)213-3699

Last updated Jan 2022

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**Augusta County
Fiscal Year 2022-2023**

Debt Fund

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
Charges for Services	\$33,919	\$34,800	\$48,371	\$33,300	-4%
Non-Revenue Receipts	7,907,862	7,794,564	7,768,831	8,147,511	5%
Total Revenues	\$7,941,781	\$7,829,364	\$7,817,202	\$8,180,811	4%
Expenditures:					
Debt Service	\$7,941,782	\$7,829,364	\$7,817,202	\$8,180,811	4%
Total Expenditures	\$7,941,782	\$7,829,364	\$7,817,202	\$8,180,811	4%

Debt Fund

Description:

The Debt Service Fund was established by the Board of Supervisors as the repository of funding for principal and interest costs on outstanding debt. Debt service in this fund encompasses costs associated with public school projects and County capital projects. The County has no statutory limit, or “legal debt margin,” on the amount of debt it can issue. The County does not currently have a bond rating.

The FY 2023 adopted debt service expenditures are shown in the following table. Expenditures consist of the actual amount of principal and interest payments due on debt issued in prior years, and the projected amount of principal and interest payments due in FY 2023, and certain service costs incurred on debt.

Bonded Debt Authorization and Issuance Policies:

The Constitution of Virginia and the Virginia Public Finance Act provide the authority for a County to issue general obligation debt secured solely by the pledge of its full faith and credit, as well as debt secured by the fee revenues generated by the system for which the bonds are issued and, if necessary, by general obligation tax revenues. The County is also authorized to issue debt secured solely by the revenues of the system for which the bonds are issued. There is no limitation imposed by state law or local ordinance on the amount of general obligation debt which a County may issue; however, with certain exceptions, debt which either directly or indirectly is secured by the general obligation of a County must be approved at public referendum prior to issuance. Debt secured solely by the revenues generated by the system for which the bonds were issued may be issued in any amount without a public referendum.

Types of Debt:

Currently the County has two types of debt, general obligation bonds and revenue bonds. General obligation bonds relate directly to school construction projects. Revenue bonds are County projects that include construction of a gravity sewage system, roadway and bridge construction, and Mill Place water tank.

Budget Summary:

Item	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Operating	\$7,941,782	\$7,829,364	\$7,817,202	\$8,180,811	4%

*Increases in FY23 are due to anticipated new debt issuance in the Spring of 2022 for two middle school projects for the School board.

**Augusta County
Fiscal Year 2022-2023
County Capital Improvement Fund**

	FY2020– 2021 Actual	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Revenues:					
From Local Funds	\$0	\$0	\$0	\$0	
Revenue from Use of Money and Property	31,198	11,612	18,401	8,306	-28%
Miscellaneous Revenue	21,952	30,000	6	30,000	0%
Recovered Costs	81,162	85,000	387,250	117,000	38%
From State Funds	1,901,091	1,228,360	1,378,563	4,138,929	237%
From Federal Funds	1,224,295	248,227	60,000	1,800,000	625%
Non-Revenue Receipts	16,970,318	5,411,139	14,557,745	4,146,924	-23%
Total Revenues	\$20,230,016	\$7,014,338	\$16,401,965	\$10,241,159	46%
Expenditures:					
Capital Outlays	\$6,798,816	\$7,014,338	\$6,889,823	\$10,241,129	46%
Transfers to Other Funds	672,323	761,181	883,437	1,506,155	98%
Total Expenditures	\$7,471,139	\$7,775,519	\$7,773,260	\$11,747,284	51%

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	FY2020 – 2021 Expenditures	FY2021 - 2022 Adopted	FY2021 – 2022 Revised	FY2022 - 2023 Recommended	% Change from FY2022
Capital	\$6,798,816	\$7,014,338	\$6,889,823	\$10,241,129	46%
Transfers	672,323	761,181	883,437	1,506,155	98%
Total	\$7,471,139	\$7,775,519	\$7,773,260	\$11,747,284	51%

* 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.

CONTRIBUTIONS



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CONTRIBUTIONS

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Actual		Projected		Dept		Admin	
		FY/2019	FY/2020	FY/2021	FY/2020	ADOPTED	2022/02	PROJECTED	FY/2023	FY/2023	ACTUAL	ACTUAL	ACTUAL	REQUEST	RECOMMEND	RECOMMEND	
081020-5679	SHENANDOAH VALLEY AIRPORT	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080	134,080
081050-5674	SHENANDOAH VALLEY PARTNERSHI	73,815	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013
092030-5602	MENTAL HEALTH SERVICES BOARD	191,555	197,000	197,000	197,000	197,000	197,000	197,000	197,000	147,750	197,000	197,000	350,462	215,000			
092030-5604	VALLEY EDUCATION ALLIANCE	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	23,438	31,250	31,250	2,500				
092030-5665	VALLEY PROGRAM FOR AGING SER	31,250	31,250	31,250	31,250	31,250	31,250	31,250	31,250	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
092030-5673	BLUE RIDGE COMMUNITY COLLEGE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	41,107	41,107	41,107	43,510	43,510	43,510	43,510	43,510
092030-5703	BRITE BUS-PDC TRANSIT	41,000	41,000	41,000	41,000	41,000	41,000	41,000	41,000	12,346	12,346	12,346	11,094	1,109			
092030-5704	INTER-REGIONAL PUBLIC TRANSI									8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750
092030-5711	COMMUNITY CENTERS.(FROM P&R)	10,000	8,750	8,750	8,750	8,750	8,750	8,750	8,750	19,010	19,010	19,010	23,276	23,276	23,276	23,276	23,276
092030-5714	CRAIGSVILLE MEALS TAX	23,058	23,058	22,606	23,058	22,606	23,058	22,606	23,058	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540
092030-5715	VERONA FOOD PANTRY	39,540	39,540	39,540	39,540	39,540	39,540	39,540	39,540				2,000				
092030-5717	VALLEY ASSOC FOR INDEPENDENT									38,986	38,986	38,986	40,386	40,386	40,386	40,386	40,386
092030-5720	CRAIGSVILLE PERSONAL PROPRT	34,573	37,337	38,986	37,337	38,986	38,986	38,986	38,986	616	616	616	586	578	578	578	578
092030-5750	LIONS OF VA-TAX EXEMPTION	700	658	658	658	658	658	658	658	2,847	2,847	2,847	2,847	2,847	2,847	2,847	2,847
092030-5751	OAK GROVE THEATER-TAX EXEMPT	2,567	2,788	2,847	2,788	2,847	2,847	2,847	2,847	5,000	5,000	5,000	11,613	5,000	5,000	5,000	5,000
092030-5756	VALLEY CHILDREN'S ADVOCACY C	2,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000				3,000				
092030-5758	VIRGINIA WAR MEMORIAL FOUNDA												2,176				
092030-5759	CREATIVE WORKS FARM-TAX EXPE																
092030-5760	CAP-SAW CONTRIBUTION	52,100	52,100	52,100	52,100	52,100	52,100	52,100	52,100				63,125	63,125	63,125	63,125	63,125
092030-5761	TALKING BOOK CENTER												25,000	25,000	25,000	25,000	25,000
	TOTAL CONTRIBUTIONS	642,238	653,574	613,788	653,574	613,788	653,574	662,615	662,615	455,917	455,917	664,015	875,200	875,200	875,200	875,200	694,640

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Providing Community-Based Mental Health, Developmental Disabilities and Substance Use Services
Serving Counties of Augusta & Highland and the Cities of Staunton & Waynesboro

January 31, 2022

Misty Cook
Director of Finance
County of August
18 Government Center Lane
P.O. Box 590
Verona, VA 24482-0590

Dear Ms. Cook:

I am writing as per the requirement of 37.2-509 of the Code of Virginia which mandates that all localities served by a community services board contribute a minimum of 10% of the state and local funds provided to community services boards to support their mission of being the single point of entry into the publicly funded services for mental health, developmental disabilities, and substance use disorders. During Calendar Year 2021, Valley Community Services Board (VCSB) provided 31,672 billable services to 2,316 residents of Augusta County with one or more of the services on the attached list. This is approximately the same number of distinct individuals served during CY 2021 in comparison to CY 2020. This information is gathered from VCSB's electronic health record and the data that is submitted monthly to the Department of Behavioral Health & Developmental Services.

In the same manner as other organizations which receive funding from the Commonwealth of Virginia, the exact amount of the funding to be provided to VCSB by the Virginia General Assembly through the Department of Behavioral Health and Developmental Services for FY2023 will not be known until the FY2023 budget amendments are approved by the General Assembly and the Governor. However, by utilizing \$6,542,129.00, the funding provided to VCSB by DBHDS for FY2022, and adding the local funds provided in FY2022, 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 FY2023 is \$726,903.00.

When \$726,903.00 is distributed among the four localities according to the allocation methodology based upon the population of each locality, the number of unduplicated residents from each locality VCSB served during CY2021, and the number of services the residents from each locality received from VCSB during CY2021, VCSB is requesting \$350,462.00 in local matching funds from Highland County for FY2023 (*I have attached a separate sheet that details the calculation for all of the localities that are served by VCSB*).

Please know the local matching funds VCSB receives from Staunton, Waynesboro, and Augusta County are dedicated to the purpose of providing psychiatric evaluations and medication management to unfunded VCSB clients. Highland County funds are used for providing Outpatient Services in Highland County.

I realize the FY2023 request is a significant amount of money; it is more than we asked for last year, and the increase is mostly due to the increase in Augusta County's population. Without the important funding received from the City of Staunton, the City of Waynesboro, Augusta County, and Highland County, VCSB will be significantly challenged to help clients who are residents of the four localities to minimize behavioral crises and adequately perform activities of daily living, so they can successfully remain in their home community.

Ms. Cook, please do not hesitate to contact me at your convenience regarding any questions you might have. While I usually attach VCSB's independent audit to this request, it is not yet completed as discussed in the cover email. I am sending you a financial statement for FY'21, and when the audit for the fiscal year ending June 30, 2021 is completed, I will send it under separate cover. I hope the audit will be completed shortly; it is possible that a draft version may be available sooner. If so, and if you wish, I can send that.

Sincerely,

Kimberly K. McClanahan, Ph.D.

Kimberly K. McClanahan, Ph.D.
Executive Director
kmccclanahan@vcsb.org
540-213-7554

VALLEY COMMUNITY SERVICES BOARD
Services Provided to Augusta County Residents
Calendar Year 2021

- Intake/Assessments
- Emergency Services
- Medical Evaluation & Management Services
- Case Coordination
- Forensic Discharge Planning
- MH Consumer Monitoring
- Motivational Interviewing
- Jail & Detention Services
- Jail Therapy Services
- Mental Health Therapeutic Docket Court Services
- Mental Health Outpatient Services
- Office Based Opioid Treatment (OBOT)
- Adult Mental Health Case Management
- Child Mental Health Case Management
- Children's Intensive Care Coordination
- CMHI Therapeutic Day Treatment
- School-Based Outpatient Services
- Purchased Bed Days (Intensive Inpatient Services for Mental Health & Substance Use)
- Assertive Community Treatment (ACT)
- Program to Assist in the Transition from Homelessness (PATH)
- Permanent Supportive Housing (PSH)
- Substance Use Disorder Intensive Outpatient Program
- Substance Use Disorder Outpatient Services
- Substance Use Disorder Case Management
- Deaf Services
- Developmental Services Support Coordination
- Developmental Services Consumer Monitoring
- Developmental Services Residential Sponsored Placement
- Developmental Services In-Home Services
- Developmental Services Greenstone Intermediate Care Facility
- Developmental Services Group Day Program
- Developmental Services Infant Toddler Early Intervention

**Valley Community Services Board
FY 2023 Local Match Allocations
January 2022**

\$ 6,542,129 – FY2022 State Funds received by VCSB
 \$ 726,903 – Funding required for local match to equal 10% of state & local funding
 \$ 242,301 – Dollar value for each of three allocation formula components

Population

<u>Municipality</u>	<u>Population</u>	<u>%</u>	
Highland County	2,232	1.7%	x \$242,301 = \$ 4,236.00
Augusta County	77,487	60.7%	x \$242,301 = \$ 147,066.00
Staunton	25,750	20.2%	x \$242,301 = \$ 48,872.00
Waynesboro	<u>22,196</u>	<u>17.4%</u>	x \$242,301 = <u>\$ 42,127.00</u>
	127,665	100.0%	\$ 242,301.00

Clients Served

<u>Municipality</u>	<u>Clients</u>	<u>%</u>	
Highland County	41	0.7%	x \$242,301 = \$ 1,806.00
Augusta County	2,316	42.1%	x \$242,301 = \$ 102,031.00
Staunton	1,729	31.4%	x \$242,301 = \$ 76,171.00
Waynesboro	<u>1,414</u>	<u>25.7%</u>	x \$242,301 = <u>\$ 62,293.00</u>
	5,500	100.0%	\$ 242,301.00

Services Provided

<u>Municipality</u>	<u>Services</u>	<u>%</u>	
Highland County	318	0.4%	x \$242,301 = \$ 1,018.00
Augusta County	31,672	41.8%	x \$242,301 = \$ 101,365.00
Staunton	23,525	31.1%	x \$242,301 = \$ 75,291.00
Waynesboro	<u>20,193</u>	<u>26.7%</u>	x \$242,301 = <u>\$ 64,627.00</u>
	75,708	100.0%	\$ 242,301.00

Allocation Totals by Municipality

<u>Municipality</u>	<u>Population</u>	<u>Clients</u>	<u>Services</u>	<u>Total</u>
Highland County	\$4,236.00	\$ 1,806.00	\$1,018.00	\$ 7,060.00
Augusta County	\$147,066.00	\$102,031.00	\$101,365.00	\$350,462.00
Staunton	\$48,872.00	\$76,171.00	\$75,291.00	\$200,334.00
Waynesboro	\$42,127.00	\$62,293.00	\$64,627.00	<u>\$196,047.00</u>
				\$726,903.00

Received 1/14/2022



January 10, 2022

Augusta County Board of Supervisors
18 Government Center Lane
Verona, VA 24482

Dear Mr. Garber, Chairman

Thank you for your past support of Valley Alliance for Education (VAE), for the current fiscal year, VAE would like to request a \$2,500.00 investment from the County of Augusta. These funds provide enhanced learning opportunities for Augusta County public school students through the VAE Creative Classroom Grants program. Like many businesses and other non-profits our donations for FY22 are significantly down due to the impact of Covid-19 which has limited some of our fundraising efforts.

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 the County of Augusta would be earmarked for VAE's Creative Classroom Grants (CCG) 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 currently 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. **For the 2021-22 academic year, VAE was able to fund CCG requests for a total of \$27,487.**

Since the program began, more than three decades ago, VAE has invested approximately one-million dollars into local classrooms. Many of our grants are used across multiple grades and classrooms resulting in well over 3,400 students benefiting from the grants in academic year 2020-21.

Grants that directly support Augusta County this fiscal year totaled \$16,950.00! These hands-on grants are currently coming to life inside classrooms all over Augusta County. These grants are **servicing a minimum of 1,219 Augusta County students.** Materials from many projects are used year after year, further expanding the reach of this investment in the lives of students.

In Previous years, the breakdown of local funding received has been as follows: Augusta County \$1,000. City of Staunton \$4,000 and the City of Waynesboro \$750.00.

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.

As requested, I have attached the following • Our latest FY financial report which includes Budget information • A summary of 2021-22 grants awarded with students served.

Without funding provided by Augusta County, VAE will not be able to fund as many Creative Classroom Grants, which will have negative impact on the quality of learning in our school systems. The students inside the classroom are our tomorrow's workforce, it seems like a small investment to our schools and community.

Thank you again for your past support and for your consideration of this funding request from Valley Alliance for Education. I am happy to provide additional information or answer questions and you may have.

Sincerely,

Chris Branham

Chris Branham
Chairman of the Business Education Committee
Valley Alliance for Education

Valley Alliance for Education
P.O. Box 515
Fishersville, VA 22939
Phone: 540-943-0029 Email: vae@lumos.net
For additional information visit our website at: www.vaeva.org

Imagine, Inspire. Innovate, Invest



325 Pine Avenue • PO Box 817, Waynesboro, VA 22980 • 540.949-7141 • www.vpas.info

1/3/22

Misty Cook, Director of Finance
County of Augusta
18 Government Center Lane
Verona, VA 24482

Dear Ms. Cook,

As we have continued to address emerging needs, price increases and the effects of social isolation, Valley Program for Aging Services (VPAS) is truly grateful for Augusta's continuing support of the services VPAS provides for the County's older residents. To continue serving those neighbors, VPAS requests **level funding of \$31.250** in 2022-23.

Included with this request is our 2020-21 Impact Report for the Staunton Augusta Waynesboro (SAW) Region. The Impact Report demonstrates the broad range of services provided to Augusta residents. Flexible funding from local governments allowed us, organization-wide, to react quickly to the continuing challenges of the COVID pandemic by delivering 15,000 more Meals on Wheels, providing 3,500 more hours of in-home support, and making 800 more trips to medical appointments than the year before.

Our in-person services remain suspended, but when they are safe to resume they will be redesigned to serve neighborhoods and communities in more locations throughout our service area. Until then, we are staying in touch with our members through phone calls, online and telephone programs and regular mailings of information and activities.

The documents you requested are attached, including the independent audit for our FY19-20. Our FY20-21 audit will be presented to the VPAS Board of Directors at their January 25, 2022 meeting. The FY20-21 audit will be available after that date, upon your request.

The pandemic's challenges, including financial ones, have affected each of us, including the people VPAS serves. Augusta's continued support is vital to helping a rapidly increasing number of older residents age in place with safety, dignity and choice.

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
SAW 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









VPAS Impact Report 2020-2021

STAUNTON, AUGUSTA COUNTY, WAYNESBORO REGION

In FY 2020-2021, we served 1,549 people.

VPAS Mission: To empower those 60 and over with the resources and opportunities they need to lead engaged lives

Mind and Body	Transportation	Medicare Consultation	Home and Caregiver Support
 <p>We provided 9,488 hours of health classes, confident aging education, and senior recreation, 1,150 safety checks and 51,126 healthy meals.</p>	 <p>We provided 2,606 one-way van rides to medical appointments and other life-necessary destinations.</p>	 <p>Our certified counselors served 724 older adults and helped them save \$282,235 on medication.</p>	 <p>We made 1,725 contacts for information and assistance and provided 997 hours of in-home and caregiver support.</p>



"I appreciate your help so much. You are now part of the little chain of people that makes my life possible."

VPAS CLIENT



For more information, visit www.vpas.info or call: 1-800-868-VPAS





December 14, 2021

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 1,152 students from Augusta County were enrolled for credit instruction during 2020-2021; and 304 citizens were served through our non-credit public service offerings.

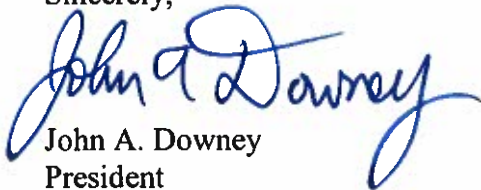
Enclosed is Blue Ridge Community College's request for 2022-23. This request includes revenue from the six local governments in our area totaling \$426,000. Your share of this amount is \$137,585 for site work around campus buildings and \$5,000 for local board support, scholarships and professional development.

These two requests combined total \$142,585.

Enclosures include the following statements and data for Blue Ridge Community College: Construction Fund, Enrollment Data by Locality 2020-21, and Local Government Contributions 2021-22. An IRS Form 990 is not included because it is not applicable to our agency.

Please let me know if you desire any additional information.

Sincerely,

A handwritten signature in blue ink that reads "John A. Downey". The signature is fluid and cursive, with the first and last names being more prominent than the middle initial.
John A. Downey
President

**Blue Ridge Community College
Construction Fund
Results for July 1, 2021 thru September 30, 2021**

	2020-21 Actual	2021-22 Budget	2021-22 Actual	Difference
Beginning Fund Balance	\$ 1,105,751	\$ 1,360,491	\$ 1,360,491	\$ -
Add Revenue:				
Local Government Contributions				
Augusta County	\$ -	\$ 137,585	\$ 137,585	\$ -
Rockingham County	126,663	126,663	126,663	0
Highland County	1,686	1,686	1,686	0
Harrisonburg	62,672	62,672	0	(62,672)
Staunton	41,048	41,048	34,536	(6,512)
Waynesboro	30,346	30,346	30,346	0
Transfer from Interest Fund	60,000	0	0	0
Transfer from Bookstore Fund	40,000	20,000	20,000	0
Total Revenue	362,415	420,000	350,816	(69,184)
Total Revenue and Beginning Balance	\$ 1,468,166	\$ 1,780,491	\$ 1,711,307	\$ (69,184)
Less Expenditures:				
Construction Inspection	\$ -	\$ 20,000	\$ -	\$ (20,000)
Parking Construction - Other	105,460	0	0	0
Augusta County Sewer Project	0	60,000	0	(60,000)
Strainer Vaults - Life Safety	995	147,005	5,065	(141,940)
Door Access System	1,220	498,780	294,833	(203,947)
Outdoor Courtyard Improvements	0	20,000	0	(20,000)
Transfer to Bookstore for unspent project	0	40,000	40,000	0
Total Expenditures	\$ 107,675	\$ 785,785	\$ 339,898	\$ (445,887)
Ending Balance	\$ 1,360,491	\$ 994,706	\$ 1,371,409	\$ (376,703)

**Blue Ridge Community College
Enrollment Data by Locality**

2020-21	NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY from UDT report	Percent of Total
Augusta	304	32%	1,152	28%
Harrisonburg	215	23%	921	22%
Highland	2	0.21%	12	0.29%
Rockingham	226	24%	1,329	32%
Staunton	125	13%	417	10%
Waynesboro	68	7%	319	8%
TOTALS	940	100%	4,150	100%

Blue Ridge Community College
 Local Government Contributions Requested 2021-22
 construction amount per ten year plan

	<u>operations</u>	<u>construction</u>	<u>total</u>
Augusta County	\$ 5,000	\$ 137,585	\$ 142,585
Rockingham County	\$ 5,000	\$ 126,663	\$ 131,663
Highland County	\$ 1,000	\$ 1,686	\$ 2,686
Harrisonburg	\$ 5,000	\$ 62,672	\$ 67,672
Staunton	\$ 5,000	\$ 41,048	\$ 46,048
Waynesboro	\$ 5,000	\$ 30,346	\$ 35,346



January 19, 2022

Mr. Timothy Fitzgerald
Augusta County Administrator
P.O. Box 590
Verona, VA 24482

RE: FY23 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 FY23. 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 50 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 four years, the CSPDC has been instrumental in bringing in more than \$66M dollars in state and federal funds for the Region. **This calculates on average to \$79 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

**FY23 Budget Request
Central Shenandoah Planning District Commission
Augusta County**

#	Item	Request	Brief Description
1	Annual Assessment	\$50,052	The annual assessment, based on 81 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.
4	Staunton-Augusta-Waynesboro MPO	\$8,168	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	\$43,510	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.
6	Afton Express	\$11,094	The Virginia Department of Rail and Public Transportation has awarded the CSPDC grant funding for the operation of the Afton Express, a commuter bus system that would connect Staunton, Fishersville, Waynesboro, Charlottesville, UVA and Albemarle County. The state grant which requires local matching funds will be divided equally among the partners on each side of the mountain.
	TOTAL	\$118,324	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.

CSPDC FY23	\$ 0.81
PDC LOCALITY	GENERAL ASSESSMENT
AUGUSTA	\$ 50,052
BATH	10,483
BUENA VISTA	11,796
HARRISONBURG	36,189
HIGHLAND	9,415
LEXINGTON	12,163
ROCKBRIDGE	20,441
ROCKINGHAM	53,437
STAUNTON	22,115
WAYNESBORO	20,195
SUBTOTAL	\$ 246,285

**Community Center Contributions
92030-5711**

1	Craigsville Ruritan Club		\$	-
2	Crimora Ruritan Club		\$	1,250
3	Deerfield Ruritan Club		\$	-
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		\$	8,750

**County of Augusta, Virginia
Verona Food Bank Rent Contribution
FY 2023 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
2020	15,816	\$ 2.50	\$ 39,540
2021	15,816	\$ 2.50	\$ 39,540
2022	15,816	\$ 2.50	\$ 39,540
Budget			
2023	15,816	\$ 2.50	\$ 39,540

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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

December 13, 2021

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.

Below is a chart outlining the service area that VAIL covers, the number of individuals we served directly in each locality (does not include the I & R and other supports that are not direct to an individual and ongoing), and contribution by locality during last fiscal year.

Locality	Number of individuals with disabilities served July 1, 2020 to June 30, 2021	Contribution from locality
Augusta County	74	\$0.00
Bath County	3	\$2000.00
Buena Vista City	9	\$0.00
Harrisonburg City	132	\$4000.00
Highland County	8	\$2000.00
Lexington City	18	\$0.00
Rockbridge County	19	\$0.00
Rockingham County	137	\$2000.00
Staunton City	40	\$0.00
Waynesboro City	47	\$0.00

VAIL has partnered with Valley Program for Aging Services (VPAS) for several years to provide a 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 74 individuals in Augusta County. 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 74 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 effective, efficient, person-centered services to individuals with disabilities in your community, we ask that you consider financially supporting VAIL’s efforts.

The \$2,000.00 that VAIL is respectfully requesting will allow the provision of 40 hours of direct service to individuals with disabilities who reside in Augusta County. VAIL continues to receive an increase in requests for assistance in the Augusta County area.

Item	Cost
40 hours of direct service	\$2,000.00
Total	\$2,000.00

VAIL is respectfully requesting \$2,000.00 from Augusta County to meet these needs. With these funds, VAIL will be able to continue to provide needed services and work to expand our ability to meet the growing needs. I am enclosing a copy of our annual report to provide further information on the services that VAIL provided last fiscal year.

VAIL continues to see an increase in the need for our services and continues to evaluate the best way to provide services.

- Information and assistance requests and hours of service provision continued to grow, reflecting VAIL’s growing reputation as the place to turn in our community for assistance with issues related to disability.
- According to Disability Data for Planners, approximately 25% of households have someone with a disability living in them. For Augusta County this means there are approximately 11,782 individuals with disabilities residing in your community.

During your FY 2022-23, for Augusta County, we plan to:

- Continue to provide excellent information and assistance services for individuals with disabilities.
- Continue to promote home and community based care options for individuals with disabilities. Continue to foster the development of the ADRC with the goal of making it easier for individuals with disabilities, seniors, their families, and their caregivers to find appropriate services.

I am enclosing the following requested documents:

- Audit
- Budget for year and proposed
- List of jurisdictions and amount of their current contribution, all are being requested for a minimum of \$2000.00
- List of individuals served by jurisdiction
- Annual Report

We would be pleased to meet with you, your staff, or your governing bodies to answer questions about our request for financial support. Thank you for the consideration to financially support our efforts to help your residents who have disabilities maintain their independence.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gayl Brunk", written in a cursive style.

Gayl Brunk
Executive Director

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**Town of Craigsville
 Personal Property (Decal) Reimbursement**

92030-5720

Percentage Increase (Decrease) over prior year Tangible Property Taxes*

	Augusta County	
	Audited	
Fiscal Year	PP Taxes	
2021	13,706,430	Schedule 1, County of Augusta Audit
2020	13,231,141	Schedule 1, County of Augusta Audit
	<u>475,289</u>	Total Increase (Decrease)
	3.59%	% Increase (Decrease)

FY22 Reimbursement Calculation

38,986	FY21
<u>3.59%</u>	% Increase (Decrease) of County FY21 PP Taxes
40,386.45	Total FY21 reimbursement amount

FY22 Increase (Decrease) over prior year audit PP Taxes

38,986	FY21 Reimb to Craigsville
<u>3.59%</u>	% Increase (Decrease)
1,400.45	FY22 increase (decrease) for PP taxes

FY22 Total Reimbursement

38,986	FY21 Reimb to Craigsville
<u>1,400</u>	FY22 PP increase (decrease)
<u>40,386</u>	FY22 Total Reimbursement
<u>40,386</u>	FY22 Revised Budget, FY23 Request

Town of Craigsville Contact Info:
 Phone (540) 997-5935

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**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

January 23, 2021

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 for the above organization.

As you will note, our income fell below the threshold for our filing a 990 IRS Form.

For the record, we continue to 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.
James W. Golladay Jr.
Treasurer

Enc: Screening list through June 30, 2021
Club contributions through June 2021 (Fiscal year close)
2020-2021 Budget

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NEW NEW 10 1100



OAK GROVE THEATER

Playing in the Woods since 1954

2022-2023 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 24, 2022

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 \$2,846.72 for Real Estate Taxes for 2021. 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. Before the pandemic, 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.

The pandemic did not hit us as hard as many other arts organizations for the plain fact that we own our property. For the 2020 season we were entirely virtual, so therefore were not spending any money. The 2021 season had only three shows, a mix of virtual and in person and we were able to break even. We hope to have a normal five-show season for 2021.

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. With a generous seed donation from Dr. Francis Collins and our 2020 campaign, we were able to officially pay off the mortgage on our remaining 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 \$2,846.72 will be included in the County's Annual Budget.

Respectfully Submitted,

Morgan A. Smith, Treas.
78 Teaberry Pl.
Fishersville VA, 22939
540-451-0915

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VALLEY CHILDREN'S ADVOCACY CENTER

Executive Director

Rebecca Simmons, MSW

Board Members 2022

President

Ellen Boden

Vice President

Hon. Ron Ramsey

Secretary

April Dovel

Treasurer

Kenneth Fanfoni

Lauren Bodhan

Dr. Felicia Esteban

Hon. Staci Falls

Hon. Mark Robertson

Linda Shreckhise

Matt Robertson



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER



Member

Community Partner of:



United Way of Greater Augusta

January 1, 2022

Ms. Misty Cook

Finance Director, County of Augusta

18 Government Center Lane

Verona, Virginia 24482

Ms. Cook:

As part of Valley Children's Advocacy Center's (Valley CAC) request for consideration to be included in Augusta County's FY23 budget, I am respectfully submitting the following information for your review:

Financial/audit statement – As you may recall, Augusta County served as Valley Children's Advocacy Center's fiscal agent until June 30, 2020. Effective July 1, 2020, we became independent of Augusta County and began using an independent CPA firm, Kris McMackin CPA PC, for our financial needs. With that, Didawick & Company is currently conducting an independent audit of our books, which is slated to be completed in the winter of 2022. We are certainly able to forward that audit upon its completion, however, in the meantime, I have included our most recent bank statement and balance sheet for the organization.

Proposed Budget – Please see the attached proposed FY23 budget, along with our current year's operating budget, for Valley Children's Advocacy Center, which includes a breakdown of all expected funding sources and expenditures.

Also attached is a funding proposal that outlines the services provided by the CAC, the importance of CAC services to locality agencies, such as Augusta County Sheriff's Department, Augusta County Commonwealth's Attorney's Office, Augusta County Victim/Witness Program, and Shenandoah Valley Department of Social Services, and how our organization benefits the children and families who are referred to our organization via one of the above-mentioned governmental agencies. Below is a table that references the number of children residing in Augusta County (as well as Waynesboro and Staunton) who have been referred to Valley CAC in FY19, FY20, and FY21, as well as an average of the 3 years combined.

Forensic Interview clients served by jurisdiction –

Number of Cases Handled

	FY19	FY20	FY21	3 Yr. Average	% of Total
Staunton	71	63	63	66	34%
Augusta	96	79	72	82	41%
Waynesboro	54	41	51	49	25%
TOTAL	221	183	186	197	

1105 Greenville Avenue, Staunton, VA 24401

Phone (540) 213-0592 | Fax (540) 213-2281 | www.valleychildrenscenter.org

While the above-mentioned table shows 72 children were served with a Forensic Interview from Augusta County during FY21, it is worth noting that non-offending caregivers, and frequently siblings, are also provided with ongoing/follow up services at the CAC. We know child sexual abuse, once detected, impacts the entire family system and our organization is committed, not only to supporting the victim, but also other family members. Without the specialized services of the CAC to help with crisis stabilization, case management activities, and referral to community resources, many families would be at increased risk of significant instability, resulting in issues related to employment, housing, and general self-sufficiency. Valley CAC ensures the family system is supported during this difficult time and helps to make sure a sense of stability is maintained and that instability is minimized.

When considering the consequences if our request is not funded, this would be most evident in our ability to provide quality, efficient services to law enforcement and Children Protective Services. Our CAC is committed to providing a quick response when a police or CPS referral is received, which includes an afterhours/24 hour response when appropriate. This ensures evidence is not lost, and when appropriate, an arrest can occur as quickly as possible to ensure the community's safety. It also ensures the victim and family can begin receiving supportive services immediately and without delay.

A very serious issue that is becoming increasingly concerning in our field is the issue of child on child sexual assaults, or children who demonstrate problematic sexual behaviors against other children. Currently there are minimal services for these children, including a lack of providers trained in appropriate response and treatment. These locality funds will directly impact our ability to develop a more appropriate, evidence-based approach to responding to the needs of these children and their families. Research shows, when provided with proper treatment, children who display problematic sexual behaviors have an over 89% chance of not re-offending. These children and our community cannot afford to *not* have us respond to this serious issue facing our community.

Please feel free to contact me via email at Rebecca@valleychildrenscenter.org or at 540.213.0592 x4 if you have any questions or if I can be of further assistance.

Warmly,



Rebecca Simmons, MSW
Executive Director



Valley Children's Advocacy Center
Funding Proposal for the County of Augusta FY23
January 1, 2022

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 that is proven to reduce trauma and improve outcomes for children who have been victimized by sexual and physical abuse. Valley CAC was formed by members of local law enforcement, Victim/Witness, prosecutors, and CPS workers who recognized the need for a better, more collaborative way to handle these difficult child abuse cases.

Our Mission:

The mission of the Valley CAC is to build resilience, inspire healing, and lower the impact of trauma for survivors of child abuse and their families through collaboration with a multidisciplinary team, utilization of evidence-based practices, and education to create an empowered community.

What We Do at the Valley Children's Advocacy Center:

To illustrate the impact a CAC has on a community, it is easiest to explain what happens in communities where a CAC does not exist. Without a CAC, when there is an allegation or suspicion of child abuse, a child would make an initial disclosure, which would result in them being taken to a police department or the local Child Protective Services Unit. With that, the child would be interviewed by professionals, including law enforcement, CPS workers, prosecutors, and a multitude of other well-meaning professionals who are not trained in specially interviewing child victims in a supportive, age and developmentally appropriate, non-leading way. With each new time the child shares their experience, they are being traumatized and inconsistencies start to arise from improper questioning and repeated interviews. By the time the case goes to prosecution, the child's account of what happened has been riddled with excess trauma and inconsistencies, making victory in the courtroom nearly impossible.

However, with the emergence of the Valley CAC, as soon as a report of sexual or severe physical abuse is received by law enforcement or CPS, a forensic interview of the child is scheduled. This interview is conducted at the CAC in a comfortable, private, child-friendly setting by a specially trained CAC staff person who is skilled in child memory and development so that questions are asked in an age appropriate, non-leading manner. The interview is observed in real-time by law enforcement, CPS, Victim/Witness personnel, and prosecutors so that all information can be gathered in one interview, removing the need for duplicative interviews of the child. The neutrality and specialized knowledge base of CAC staff, combined with the best practices of the CAC model, is proven to increase plea deals and prosecution outcomes in child abuse cases. Each case of child abuse and neglect that is handled through the Center guarantees 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.

While the child receives a forensic interview, non-offending caretakers receive crisis intervention and advocacy, and the family is referred for on-going services, including mental health counseling and case management.

Last, Valley CAC also provides education and awareness training to community members throughout Staunton, Augusta County, and Waynesboro in order to prevent incidents of child sexual abuse to make our communities a safer place for children to grow and thrive.

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, CPS workers, and prosecutors.
- Free or reduced training for community members regarding the recognition and prevention of child sexual abuse.
- 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 CAC is requesting a total of \$30,000.00 from the localities of Waynesboro, Staunton, and Augusta County during FY23. This \$30,000 request represents 6% of the agency's total FY23 budget. These funds will be spent on providing essential services to children in our community, including continuing to grow and expand our current program. The funds will also be used to help provide the most up to date training and best practices for law enforcement and CPS regarding child sexual abuse and physical abuse investigations, and increased training opportunities for community members on ways to detect and prevent child sexual abuse.

A very serious issue that is becoming increasingly concerning in our field, and that has been exacerbated by COVID-19, is the issue of child-on-child sexual assaults or children who demonstrate problematic sexual behaviors against other children. Currently, there are minimal services for these children, including a lack of providers trained in appropriate response and treatment. These locality funds will directly impact our ability to develop a more appropriate, evidence-based approach to responding to the needs of these children and their families. Research shows, when provided with proper treatment, children who display problematic sexual behaviors have over an 89% chance of not re-offending. These children and our community cannot afford to *not* have us respond to this serious issue facing our community.

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 FY21's number of children served per locality.

Total Children Served from Waynesboro, Staunton, and Augusta County: 186

Locality and Number Served	Percentage of Total Children Served	Funding Request Based on Children Served @ \$161.29/Child
Waynesboro: 51	25%	\$8,225.80
Staunton: 63	34%	\$10,161.27
Augusta County: 72	41%	\$11,612.88

*Note: CAPSAW funds received for FY21 totaled \$20,000.00 or 4% of our operating budget. These funds are strictly allocated for low income clients, which represent less than 50% of total clients served at the CAC in FY21.



January 2022

Ms. Misty Cook
Director of Finance
18 Government Lane
P. O. Box 590
Verona, VA 24482-0590

Dear Ms. Cook,

From Lee County to Virginia Beach. From Mecklenburg to Fairfax. There is not one part of Virginia unaffected by the military conflicts of this country. The Virginia War Memorial Foundation works every day to remember those Virginians lost in our country's military conflicts.

In 2019, we launched our ***Who They Were: Lives Worth Knowing Cities and Counties Initiative*** to keep alive the memories of nearly 12,000 remarkable patriots who made the ultimate sacrifice in defense of this country. They were the sons and daughters of communities like yours. In our inaugural year, Augusta County made a generous contribution of \$1,400 in support of this initiative.

We are asking this fiscal year for Augusta County to contribute \$3,000, \$20 for each of the 149 Augusta County names inscribed on the walls of our Shrine of Memory. These funds support the programs that connect current Virginians to stories of service and sacrifice, and which are available free of charge to all of Virginia's students and teachers.

We are especially excited to share that this past Veterans Day, the Memorial launched a new exhibition of the same name, *Who They Were: Lives Worth Knowing*. This exhibition closely examines thirty biographies of those names on the wall, including Augusta County citizen and US Navy Fireman John A. Hildebrand, Jr. who was killed during the attacks on Pearl Harbor in 1941.

I have included a small biography of Hildebrand as well as a listing of the 149 Augusta County heroes enshrined here at the War Memorial. These names represent the very best of our country and the very best of Virginia. I hope you will help ensure that we continue to share "who they were," and tell future generations that their lives are worth knowing.

We thank you for your consideration and renewal of support.

Sincerely,

A handwritten signature in cursive script that reads "Pam".

Pamela R. Seay



Augusta County

Request for Funding for Budget Year 2022 –2023

ORGANIZATION NAME: Virginia War Memorial Foundation

ORGANIZATION MISSION:

“To honor veterans, preserve history, educate our citizenry, and inspire patriotism.”

PROGRAM NAME:

“Who They Were: Lives Worth Knowing” Cities and Counties Initiative

ADDRESS: 621 South Belvidere Street, Richmond, VA 23220

CONTACT:

Mary-Michael Wachur

804-786-2074

mmwachur@vawarmemorial.org

AMOUNT REQUESTED: \$3,000 (Approximately \$20 for each citizen of Augusta County who died in combat in World War II, the Korean War, the Vietnam War, and the Global War on Terror.)

AMOUNT REQUESTED FROM OTHER GOVERNMENTS: Amounts vary depending on the budget of each municipality and the number of names from each municipality listed on the walls of the Shrine of Memory at the Virginia War Memorial.

ORGANIZATIONAL OVERVIEW:

It was in 1950 that a grateful Commonwealth authorized construction of a Memorial to honor all those Virginians killed in combat during World War II. Before construction began, America entered the Korean War and plans expanded to include the fallen service men and women of this conflict as well. The Shrine was finally dedicated in 1956. In 1981, the names of those Virginians killed in action during the Vietnam War were added, and in 1996 the names of those who died in the Persian Gulf War were added. Today, nearly 12,000 names are engraved in the original massive glass panels. A new Shrine similarly honors those killed in the Global War on Terrorism. The Virginia War Memorial Foundation, a 501(c)(3) was created in 2000 in response to the growing demand for programming. Thanks to the private funding it has raised, the Memorial is recognized nationally for its dynamic programs.

DESCRIPTION OF PROGRAMMING AND SERVICE PROVIDED:

Our over-arching mission is to honor veterans. We do that most effectively through the preservation of their stories, which we do in several ways. Our education programs provide context for our Commonwealth's military history in war and peacetime. We preserve the histories of Virginia's veterans through our award-winning documentary series, *Virginians at War*, which features oral histories from veterans and civilians set against the backdrop of the historical record.

Funds given by Virginia Municipalities in support of the Cities and Counties Initiative will support the following programs:

- 1.) **Collecting and preserving histories of soldiers whose names are on the wall of the Shrine of Memory.** The staff and volunteers will work to collect more oral histories in the 2022-2023 Fiscal Year. First-hand accounts of World War II are endangered, soon to be extinct. Accounts from the wars in Korea and Vietnam are not far behind. Oral histories compel visceral reactions to historic accounts.

Since launching this initiative in 2010, the staff have conducted more than 1,100 oral history interviews. Our goal is to capture 50 new oral histories during the upcoming fiscal year. There are 149 residents of Augusta County who have lost their lives in service to the country. We want the opportunity to capture their stories through recollections of friends and loved ones.

- 2.) **Increasing online accessibility to histories and archival materials of Augusta County residents on the walls of the Shrine of Memory.** A key focus of staff and volunteers in the 2022-2023 year is improving public access to records and archival materials online. Although the Memorial collections and archives stores a large number of news articles, photographs, personal letters, and artifacts, few are available to search or view online. Stories of Augusta County fallen heroes deserve to be robust and accessible by students, educators, and interested historians. Funding from the Cities and Counties Initiative will help ensure the information found online is as robust as possible and that names and stories of those Augusta County heroes are more easily located.
- 3.) **Funding Continuing Education for Teachers across Virginia.** As we work to collect, preserve, and share these stories of the past, we also strive to have those histories shared with students in understandable ways. Funding from this Initiative will support both virtual educational programming and Summer Teacher Institutes so the cities and counties who participate will immediately see the benefits in their schools and communities.

Summer Teacher Institutes are free for educators and take place both in-person and online to accommodate educators from across the state.

In the 2021 calendar year, the Memorial hosted over 100 virtual educational programs for learners of all ages with nearly 10,000 participants. We also hosted six Professional Development programs for teachers, both in person and virtually. Aside from travel costs, these programs are free for educators. Topics are based on what educators tell us they need, including ways to discuss 9/11 and 21st century military conflicts that fit into the Virginia SOL guidelines.

Teacher Institutes reached a total of 105 teachers from 24 Virginia School districts in 2021. In 2022 and 2023, we hope to increase that number, to further engage teachers and students across the state, including Augusta County educators.

- 4.) **Funding for Veterans Creative Arts Programming.** In the 2022-2023 Fiscal Year, the Virginia War Memorial plans to increase the offerings of free, art-focused programming for veterans and military family members in the form of classes and workshops with local artists as instructors. As part of the mission to honor veterans we offer them an opportunity to express their thoughts, memories, and experiences through the creative arts.

Now in its 9th year, the Mighty Pen Project is our original creative veteran program. Offered three times a year, this semester-length course teaches creative writing, including a playwriting course. Students learn storytelling using the written word and produce short stories, poems, and plays that are preserved at the Virginia War Memorial and published annually. This program has developed a strong following of veteran writers and, particularly during 2020 and 2021, when classes moved online, the veteran student base expanded to further reaches of the Commonwealth.

In 2022-2023, the offerings for veterans will extend to a photography workshop, painting, cartooning, and filmmaking. These offerings will be free and available to all Virginia veterans.

GOALS AND OUTCOMES OF PROGRAMMING:

The goals of this initiative mirror our mission statement: to honor veterans, preserve history, educate our citizens, and inspire patriotism. Perhaps the most important lesson to be learned from the study of history is that events do not just happen. People make things happen. As the Memorial staff and researchers work to preserve personal stories, we strive to show that each of these people wanted to make a contribution to our shared history.

Through the Cities and Counties Initiative, the Foundation will

- 1.) Garner support of the mission of the Virginia War Memorial Foundation from all cities and counties across the Commonwealth, so every resident of Virginia will better understand the Virginia War Memorial is their shared memorial, supporting their communities and their fallen heroes.
- 2.) Raise awareness of personal stories and family histories of Virginians. The Foundation staff hopes this initiative will encourage residents of Augusta County to share stories and artifacts from their families—both in service and on the homefront—so the Memorial Education and Curatorial staff can better share their experiences with students and the public.
- 3.) Bring educational programming and creative programming to Augusta County veterans, educators, and students that best serve their needs.



<i>Who They Were: Lives Worth Knowing</i>			
Augusta County			
First Name	Middle	Last Name	Conflict
Clarence	Minor	Alexander	World War II
Buford	L.	Alford	World War II
Robert	Lee	Anderson, Jr.	World War II
Clyde	Vesia	Arthur	World War II
Theodore	William	Atkins	World War II
Stacy	Overman	Banks	World War II
Henry	M.	Benson	World War II
Russell	Otha	Bradley	World War II
Claude	P.	Bradley, Jr.	World War II
William	T.	Bradley, Jr.	World War II
Daniel	A.	Brooker	World War II
Fred	L.	Brubeck	World War II
Roy	A.	Bryant	World War II
Henry	C.	Burke, Jr.	World War II
William	M.	Chew	World War II
Oke	M.	Clark	World War II
Paul	M.	Clark	World War II
William	F.	Clark	World War II
Kenneth	R.	Cohron	World War II
William	R.	Cole	World War II
Dennis	L.	Collins	World War II
Hansford	W.	Connor	World War II
Carlton	H.	Cook	World War II
Charles	M.	Crummett	World War II
Noel	A.	Daniel	World War II
Virgil		Derrow	World War II
Samuel	H.	Diehl	World War II
John	D.	Downey	World War II
William	N.	Dula	World War II
Melvin	O.	Ellinger	World War II
Warren	P.	Ellis	World War II

Marvin	C.	Fielding	World War II
Clifton		Fisher	World War II
Clark	W.	Fitzgerald	World War II
Lyle	W.	Fitzgerald	World War II
James	W.	Foster	World War II
Paul	C.	Friel	World War II
Nelson	Ray	Gibson	World War II
Chas	W.	Goodwin	World War II
Ray	K.	Goolsby	World War II
Harrison	R.	Gutshall	World War II
Harry	M.	Hahn	World War II
Clyde	H.	Harlow	World War II
Billie	T.	Harris	World War II
Harry	Nelson	Harris	World War II
C.	W.	Harshbarger	World War II
Hunter	F.	Hatter	World War II
William	W.	Hatter	World War II
Glen	P.	Hevener	World War II
John	A.	Hildebrand, Jr.	World War II
Elmore	K.	Hood	World War II
John	W.	Hoover	World War II
William	H.	Hoyt, Jr.	World War II
Ira	N.	Huffer	World War II
Walden	A.	Hughes	World War II
Harry	I.	Jacobson	World War II
Robert	U.K.	Jenkins	World War II
Ira	J.	Johnson	World War II
James	P.	Jordan	World War II
Luther	W.	Kiblinger	World War II
Alfred	M.	Kite	World War II
James	D.	Koiner	World War II
Herman	C.	Landram	World War II
Winfield		Liggett	World War II
William	R.	Lucas	World War II
Harold	T.	Luscher	World War II
Elwood	Franklin	Mace	World War II
Earl	H.	Martin	World War II
Floyd	W.	Martin	World War II
Gaylord	E.	Martin	World War II
James	D.	Martin	World War II
Ralph	F.	Matheny	World War II
William	H.	Mathis, Jr.	World War II
John	W.	McSpadden	World War II
Charles	C.	Miller	World War II

Greenlee	Letcher	Miller	World War II
Thomas	A.	Mohler	World War II
Roscoe	Paul	Moyer	World War II
Samuel	W.	Moyers	World War II
Johnnie	F.	Norman	World War II
Jessie	F.	Nuchols	World War II
Houston		Nuckoles	World War II
Robert	L.	Nutty	World War II
Raymond	E.	Painter	World War II
Willard	V.	Painter	World War II
Thomas	W.	Paxton	World War II
James	F.	Pierce	World War II
Charles	B.	Potter	World War II
Otho	B.	Propst	World War II
Pleasant	David	Ralston, Jr.	World War II
Earsel	Lee	Rankin	World War II
George	A.	Reed, Jr.	World War II
Carl	M.	Riddle	World War II
Merlin	C.	Roberts	World War II
Guy	Woodrow	Robertson	World War II
Herbert	N.	Rodgers	World War II
Clarence	E.	Ross	World War II
Delbert	C.	Rowe	World War II
Guy	H.	Rowe	World War II
Marvin	Nelson	Royer	World War II
John	S.	Scalzone	World War II
William	C.	Setliff	World War II
Durwood	C.	Settle	World War II
Dewey	L.	Sheets	World War II
George	C.	Shiflett	World War II
Edward	L.	Shue	World War II
George	S.	Slusser	World War II
Houston	H.	Smith	World War II
Paul	H.	Smith	World War II
Hansford	H.	Snyder	World War II
Frank	W.	Sorrells	World War II
Richard	E.	Sprouse	World War II
Dwight	C.	Strickler	World War II
David	E.	Sutton	World War II
Raymond	A.	Sutton	World War II
Paul	Brown	Taliaferro	World War II
Elmer	F.	Tankesley	World War II
George	M.	Taylor	World War II
Willie	A.	Terrell	World War II

Clyde	F.	Thompson	World War II
Albert	W.	Toman	World War II
Perry	L.	Tomlin	World War II
Weldon	F.	Tutwiler	World War II
James	G.	Van Fossen	World War II
John		Vaughan	World War II
Luther	R.	Vaughan	World War II
Richard	Edward	Williams	World War II
Robert	Earl	Wiseman	World War II
Howard	L.	Campbell	Korean War
Allen	B.	Coyner	Korean War
Charles	W.	Dameron	Korean War
William	L.	Harris	Korean War
Harold		Hildebrand	Korean War
Milton		Johnson	Korean War
Arthur	A.	Mooneyham	Korean War
Joseph	D.	Simmons	Korean War
Charles	Michael	Collier	Vietnam War
Donald	Wayne	Falwell	Vietnam War
Charles	William	Garber, Jr.	Vietnam War
William	W.	Henderson	Vietnam War
Steven	W.	Martin	Vietnam War
Darl	K.	McDorman	Vietnam War
Lloyd	A.	Miller	Vietnam War
Winfred	L.	Smith	Vietnam War
Theodore	W.	Webb	Vietnam War
Leonard	Taylor	Williams	Vietnam War
Daniel	S.R.	Bubb	Global War on Terror - Iraq
Daniel	T.	Morris	Global War on Terror - Iraq
Jason	C.	Redifer	Global War on Terror - Iraq



Proud home of **Camp LIGHT**

Mailing: P.O. Box 446 Crimora, VA 24431 Physical: 107 Creative Works Lane Waynesboro VA 22980

kelly@creativeworksfarm.org 540-471-1659 www.creativeworksfarm.org

Dear Augusta County Board of Supervisors,

This letter is to provide you with information needed to consider an exemption for real estate taxes to Creative Works Farm for the 2022-2023 Fiscal Year.

Attachments:

- Copy of 2020 Financial Review
- Copy of 2020 990
- Copy of 2021 Treasurer's report
- Copy of 2022 operating budget (approved by our board of directors)

About Creative Works Farm:

Creative Works Farm operates Camp LIGHT, a summer camp for children with special needs and at-risk youth. Our mission is to show kids with special needs and circumstances that life is only limited by their imagination, and to give them new tools and skills, along with love and support, to inspire them to become anything they can dream. We offer a day camp experience for children with programs designed for all types of disabilities and at-risk youth, at no cost to the families attending. Activities that campers participate in include horseback riding, animal management, organic gardening, archery, nature exploration, hiking and fishing, swimming, arts and crafts, music therapy, outdoor games, and much more. Outcomes have shown improved communication skills, boosted confidence and self-esteem, better social skills, behavior management, and a sense of belonging.

Camp LIGHT held its first summer day camp program in 2014. In 2021, we served 169 campers, representing over 60 different diagnoses, with most common being children with autism, ADHD, down syndrome, cerebral palsy, diabetes, epilepsy, and PTSD. Our projected enrollment in 2022 is 240 campers. The majority of our campers live within a 40-mile radius of our facility, with around 60% of them typically from the Augusta County/Waynesboro/Staunton districts. In 2021, 27% of our enrolled campers had a household income below the state poverty level, and 66% had a household income below the state average. Campers range in age from 6 to adult, with 51% between 6 and 12, 33% between 13 and 17, and 15% ages 18+ in 2021.

If you need any additional information as you process this request, please reach out to me at kelly@creativeworksfarm.org, or call 540-471-1659.

Thanks for your consideration,

Kelly Truxell, development director

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CAPSAW

Community Action Partnership of Staunton, Augusta and Waynesboro

900 Nelson Street
Staunton, VA 24401

www.waynesboro.va.us/capsaw.php

Phone: 540-292-0017

E-Mail: valleycapsaw@gmail.com

January 3, 2022

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 23. As you are aware, CAPSAW combines federal, state, and local dollars to create a funding pool allotted through a competitive grants process. 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. CAPSAW is requesting a 25% increase in funding for a total of **\$63,125** from Augusta County for FY 23.

The percentage of our total local funding amounts requested from each city and the County is aligned with the formula used to determine our state and federal allocations. We have not received an increase from the County since 2017. In that time period our state funding has grown from \$85,000 to \$160,000 (88%). That state funding is our most restrictive source and as it has grown, our flexibility has decreased. Increased funding from the localities will allow for better blending of funding sources creating fewer reporting entanglements for the agencies we fund. The amount available for Community Support Grants will also increase as well as funding for priority areas like mental health services, childcare, and housing. We requested a 25% increase from all three localities in FY 21. A 25% increase from Augusta County would match that provided by Waynesboro in FY 21. We are also requesting an increase from Staunton to as outlined in the attached workbook.

The CAPSAW Board offers several competitive grants. Successful applicants are expected to address the areas of interest outlined in our Strategic Plan and Needs Assessment Report. Those include childcare, education, employment, housing, and mental health.

The *Community Support Grant* uses local only dollars and is reviewed throughout the year as applications are received. A maximum award of \$2,000 can be used to purchase items that are not allowable through other CAPSAW grants or for programs that cannot complete the detailed and exhaustive demographic and data driven reports required.

The *Consolidated Funding Pool Grant* combines federal, state, and local dollars and represents most of our proposed budget each year. The CAPSAW Board will meet in the spring of 2022 to determine award amounts for FY 23 based on a competitive application process. Applications are due January 7, 2022.

The *COVID Response Grant* was made possible through CARES Act dollars designated to Community Action Agencies to directly respond to the COVID-19 pandemic and the disproportionate impact felt by low-income families. Applications are reviewed as they are received. All funds must be expended by September 2022 and will be spent well before that date.

REQUESTED INFORMATION:

- 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/544>. Information relevant to CASAW can be found on pages 99 – 103.

CAPSAW

Community Action Partnership of Staunton, Augusta and Waynesboro

900 Nelson Street
Staunton, VA 24401

www.waynesboro.va.us/capsaw.php

Phone: 540-292-0017

E-Mail: valleycapsaw@gmail.com

- The proposed CAPSAW FY 23 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 am sure you are aware the federal budget is constantly under debate and the state budget is under negotiation.
- The organizations currently receiving CAPSAW support are included in the Year-to-Date budget information. We anticipate the budget to look similar in 2023, however, we plan to increase funding for new and expanded services developed in response to changing conditions.
- CAPSAW utilizes an independent contractor to provide administrative services and the City of Waynesboro serves as the fiscal agent.

CAPSAW Impact by The Numbers (FY 21)

- **1,680** individuals participated in **Case Management Programming**
- **583** individuals **demonstrated improved mental and behavioral health and well-being**
- **576** seniors and those with disability and/or chronic health conditions **maintained independent living**
- **459** found **emergency or temporary shelter**
- **146** reported **improved financial well-being**
- **124** adults **increased their personal savings**
- **561** children enrolled in **K-12 support services including summer and afterschool programming**
- **8,742** **volunteer hours** provided in support of CAPSAW programming
- **\$550,000** in funding provided through Consolidated Funding Pool & COVID Response
- **\$3.8 MILLION** in income earned, increased savings, benefits obtained, grants provided, and costs avoided.

CAPSAW consolidated grant and COVID Response 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 provide 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 reduce services as a result. Thank you for your continued support. Please contact me with any questions you may have at 540-292-0017 or through valleycapsaw@gmail.com.

Sincerely,



Anna Leavitt
CAPSAW Director



Talking
Book
Center

Received 1/10/22

7-11 -072030-5761
1 Churchville Avenue
Staunton, VA 24401
(540) 885-6215 • (800) 995-6215
Fax: (540) 332-3906
talkingbooks@ci.staunton.va.us
www.TalkingBookCenter.org

January 11, 2022

Misty Cook, Director of Finance
County of Augusta
18 Government Center Lane
Verona, VA 24482

Dear Ms. Cook,

We are writing to request inclusion of the Talking Book Center (TBC) in the Augusta County Fiscal Year 2023 Budget for the amount of \$25,000. These funds will ensure local Talking Book service for Augusta County residents who are unable to use standard or large print materials found in your public libraries. Funding will be applied to the personnel costs of the two staff members who operate the Talking Book Center and provide exemplary customer service along with outreach efforts to increase the number of patrons in Augusta County. The TBC provides audiobooks, audio magazines, braille books, and braille magazines to qualified patrons. Who does the Talking Book Center serve? Residents with a qualifying vision, physical, or reading disability:

- 48% of patrons have a vision impairment (macular degeneration, glaucoma, etc.)
- 25% of users are under age 60
- 35% of patrons are blind
- 16% of the TBC patron base has a physical or reading disability

As many readers age, they are no longer able to use standard library materials because large print is no longer sufficient or books on CD or through digital apps are too inaccessible. Prevent Blindness America's research shows that the incidence of vision impairment increases dramatically for people ages 75 and older, and there is the potential for large growth in demand for TBC services as the community ages.

For perhaps the first time, disabled readers can feel that a local public library is truly their library, providing materials they can use, the individualized service they need, and a tax-supported service to which they are entitled. The two Reader Advisors who operate the TBC are available by phone Monday – Friday to provide patrons with reference service, book selection, and to download titles from the digital collection, and troubleshoot the devices. The Talking Book Center provides these readers with the opportunity to continue to read and pursue lifelong learning in a format that is accessible to them, with all materials traveling for free through the U.S. Postal Service. Disabled patrons maintain the ability to access reading materials independently.

Talking Book Center, Inc. Board of Directors

Marian Hackney- President • Deborah Patton- Vice President

Virginia Trovato- Secretary • Robert Gudman- Treasurer

James Allen • Steve Ferguson • Rebecca Messer • Michael Parrott • Mary Stephenson • Pat Ward

Dr. Jennifer Brown • Alisa Cummings • Kevin Osborne • Sarah Skrobis

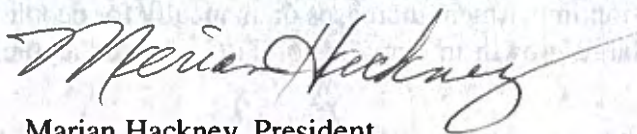
To ensure that print disabled readers in our service area have ready access to books that fill their recreational, intellectual, and educational reading needs, the TBC maintains a comprehensive collection of audiobook titles through the National Library Service's (NLS) duplication on demand model, which allows staff to select books from hundreds of thousands of titles through the NLS database. Registered patrons receive an audiobook player, specially designed to be accessible for disabled readers; this player is free on a long-term loan. Audiobooks are downloaded to cartridges and mailed for free, so transportation is not required and patrons can partake in reading as an independent activity. The TBC is able to leverage the resources of a vast, impersonal federal agency and provide that "last mile of service" to connect local disabled readers with the information resources they need.

Receiving service from the TBC gives local residents who can no longer use your public library the ability to continue to receive reading materials from a local source that provides highly personalized service. The alternative is a referral to a largely automated state agency that is understaffed and provides little human-to-human contact. Patrons of the TBC know that it's their neighbors who care about their needs, and that personalized service is why the TBC was named the National Sub-Regional Library of the year in 2018.

Despite the continuation of the COVID-19 pandemic, the TBC has managed to remain operating without major service interruptions, and patrons have reported that TBC services has been a lifeline for them, providing a connection, a source of comfort, and an activity for those who could no longer safely navigate going out in public. We understand that local governments have been under considerable economic strain due to the pandemic, but the TBC relies on their financial support to continue as an extension of local public library services.

Thank you for your consideration of this request. We appreciate the past financial support we have received from Augusta County on behalf of its library system, and look forward to renewed support as we provide your community with accessible library services.

Sincerely,



Marian Hackney, President
Board of Directors
Talking Book Center, Inc.

Enclosures:

- FY2021 990-EZ
- FY2021 Financial Review
- FY23 TBC Preliminary Proposed Budget
- FY22 TBC Approved Budget



Talking Book Center

1 Churchville Avenue
Staunton, VA 24401
(540) 885-6215 • (800) 995-6215
Fax: (540) 332-3906
talkingbooks@ci.staunton.va.us
www.TalkingBookCenter.org

List of clientele served by jurisdictions:

	<u>Patron Count</u>	<u>Books and magazines circulated</u>
Augusta County	105	6,401
Bath County	3	22
Highland County	9	606
Rockbridge County	23	1,356
Buena Vista	9	244
Lexington	14	801
Staunton	100	6,727
Waynesboro	28	2,398
Total:	291	18,555

<u>City:</u>	<u>Patrons:</u>
CHURCHVILLE	3
CRAIGSVILLE	1
FISHERSVILLE	18
FORT DEFIANCE	2
GREENVILLE	6
LYNDHURST	2
MIDDLEBROOK	2
MOUNT SIDNEY	1
MOUNT SOLON	5
STAUNTON	23
STUARTS DRAFT	18
SWOOPE	2
VERONA	10
WAYNESBORO	7
WEYERS CAVE	5
Total:	105

Talking Book Center, Inc. Board of Directors

Marian Hackney- President • Deborah Patton- Vice President

Virginia Trovato- Secretary • Robert Gudman- Treasurer

James Allen • Steve Ferguson • Rebecca Messer • Michael Parrott • Mary Stephenson • Pat Ward

Dr. Jennifer Brown • Alisa Cummings • Kevin Osborne • Sarah Skrobis

List of jurisdictions served and their respective contributions:

	FY23 Proposed	FY22 Actual	FY22 Proposed	FY21 Actual	FY21 Proposed
Augusta County	\$25,000	\$4,000	\$20,000	\$5,000	\$15,000
Bath County	\$500	\$500	\$500	\$500	\$500
Highland County	\$1,000	\$1,000	\$1,000	\$1,000	\$1,916
Rockbridge County	\$6,300	\$5,792	\$7,000	\$5,792	\$5,792
Buena Vista	\$2,100	\$-	\$2,595	\$-	\$2,595
Lexington	\$3,700	\$-	\$3,250	\$-	\$3,245
Staunton	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
Waynesboro	\$7,000	\$-	\$7,500	\$1,500	\$7,430
	\$61,600	\$27,292	\$57,845	\$29,792	\$52,478



Capital Improvements Plan

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COUNTY OF AUGUSTA, VA

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March 29, 2022

M E M O R A N D U M

TO: **BOARD OF SUPERVISORS**

FROM: Timothy K. Fitzgerald, County Administrator

COPY: Augusta County Planning Commission

SUBJECT: **CAPITAL IMPROVEMENTS PLAN AND BUDGET**

The recommended Capital Improvements Budget for Fiscal Year 2022-23, along with the Capital Improvements Plan for the five years 2022-23 through 2030-31, 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 represented a reduction of \$4,462,024 in previously committed Capital funding. The Board allocated re-occurring capital funding of \$1.7 in the FY19 budget and an additional \$1.1 million with the FY20 budget to offset a portion of the total capital funds previously used for operating. There still remains \$1.7 million in reoccurring capital funding need to fully refund the capital account. This equates to a little more than 2¢ on the tax rate (4¢ including School funding).

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.).

2022-23 CAPITAL BUDGET SUMMARY

Specifically, the proposed capital improvement budget for Fiscal Year 2022-23 identifies needs totaling \$30 million. The amount of funds represented by the five-year CIP is \$112 million. 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 (4% of the 6%), a portion of lodging taxes, rental income and the 1997 NADA TPP adjustment.

For Fiscal Year 2022-23 the following funding sources are earmarked for capital projects:

<u>General Operating</u>		<u>FY22-23</u>
Consumer Utility (1/3) (1993)		\$ 601,000
Business, Professional & Occupational License Tax (BPOL) (1/3) (1993)	1,347,000	
Meals Tax (90%) (1992/1998)		2,280,000
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	
Real Estate (2019)	1,125,000	
		- 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)
-1,078,571 (9)
 \$ 3,428,190

- (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.
- (9) Reflects FY22-23 CIP reduction to offset operating budget needs.

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 \$48 million. Growth in the capital balance is due to allocation of CARES Act funding, FY22 capital budget allocation, sale of Ladd Elementary, and the delay in spending for the Courthouse project. 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 \$20 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>
FY2010-11	\$100,000	\$ 700,000
FY2012	\$ 50,000	\$ 350,000
FY2013-14	\$ -0-	\$ -0-
FY2015	\$ 25,000	\$ 175,000
FY2016-20	\$ 50,000	\$ 350,000
FY2021	\$ -0- COVID	\$ -0- COVID
FY2022	\$ 50,000	\$ 350,000

PUBLIC WORKS

A) Stormwater

Stormwater management continues to be a significant 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, significantly increase the required level of investment in stormwater management infrastructure, and will require that the county plan for the associated long term maintenance responsibilities. In addition, the VSMP program will lead to additional privately funded facilities for the county to maintain in residential subdivisions.

The MS4 program seeks 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 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.

The MS4 program, in order to meet 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 and the MS4 plan focuses primarily on retrofit or older stormwater management measures to meet the required pollutant reductions. The estimated cost to implement the current TMDL listed projects totals \$2.6 million. The County is

continuously examining into new opportunities to minimize upfront costs along with long-term maintenance for these practices. The County received a Stormwater Local Assistance Fund (SLAF) of \$1,369,064 from the Virginia Department of Environmental Quality to cover 50% of three projects: Moffet Branch Restoration and Cold Springs Nutrient Credit Purchases Phase I and II.

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.

In the previous round of Smart Scale applications, the County was successful in receiving funding for the short-term WWRC improvements through the Smart Scale funding process. Additional 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 with the next round of submissions due in the summer of 2022. We will continue to develop projects and prepare them in order to have solid applications for funding in the future. Staff plans to submit applications for the following projects in Smart Scale Round 5:

1. Re-submit long-term improvements (secondary access) for WWRC. This project was not awarded funding in Smart Scale Round 4; and
2. Route 256/Route 11 single lane roundabout and improvements to Ridgetop Drive; and
3. Route 256/I-81 Interchange: Three lane bridge; and
4. I-64 Exit 99 and Route 250 intersection improvement.

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
Beverly 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 (\$58M)

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 2021, School debt totaled \$59.4 million. Since 1990, principal and interest costs have increased from \$876,000 in FY90 to \$7.2 million in FY21.

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). A bond issue of \$25 million will be issued in spring 2022 to begin construction on the Buffalo Gap and Riverheads Middle School wings.

PUBLIC SAFETY

A) Detention

The Middle River Regional Jail opened in 2006. Current outstanding debt is \$16.8 million. The debt payment is \$1,958,607 annually of which Augusta County's share is \$695,305 based upon our three-year average of prisoner days (35.5%). 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 35.5%.

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 renovating or expanding the facility are under consideration by the Authority. Such efforts would be to reduce the need for out-side bed rentals.

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 narrow banded its Motorola analog UHF wide band simulcast radio system. The Center has seven frequencies, with one talk around frequency. Federal grant money is only available for Project 25 (P25) capable equipment, which supports analog, repeater, and simulcast voting topologies. Upgrades are needed to 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.

In addition, the Virginia General Assembly adopted legislation that requires each Public Safety Answering Point (PSAP), by July 1, 2020, to be able to receive and process calls for emergency assistance sent via text message. The Commonwealth of Virginia's NG911 deployment plan offers the Next Generation ESInet solution throughout Va. as a solution that will facilitate a transition from legacy 9-1-1 networks to networks capable of supporting multimedia emergency services for Augusta ECC deployment.

Hardware and software for Computer Aided Dispatch (CAD) is approaching end of life and exceeds the industry standards for replacement. Modern technology will allow for added capabilities, software improvements and safety recommendations.

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 the following 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. These ambulances 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**

County court needs are significant and has been discussed for decades. Capital costs to address court needs will be significant. Capital funding has been set aside to begin the design and construction procurement process. A referendum for the location of the courthouse will be held in November 2022. The new courts facility will impact the FY2025 and future budgets.

E) **LANDFILL**

The landfill has transitioned over the years from just Augusta County, to Augusta County/Staunton, and to the current Regional Landfill including Augusta County/Staunton/Waynesboro. Many improvements have occurred over the years to include development of the public use site.

The Augusta County Service Authority manages the landfill. Currently ACSA is actively filling in Phase 4. Phase 5 construction has been budgeted and is planned to occur in FY23. ACSA actively

works to reduce tonnage, improve compaction and find other ways to increase the longevity of the landfill.

The landfill owners share in capital and operating costs. All owners 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 phases as Waynesboro was not a part of those Phases.

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 to stay proactive in order to provide the best resources to both County staff and County residents. The network is constantly evolving. What used to be only computers and a few servers is now computers, servers, printers, phones, security equipment, wifi access points, HVAC equipment, universal power supply and power distribution unit. Everything now touches the network and IT is an integral part of each department’s workflow. 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.

The County continues to focus on county-wide disaster recovery needs with offsite replication and on developing a cyber security response plan and action plan. Cyber security threats have reached perilous levels -- and there will be no abatement. Local, county, state and federal agencies have had their data compromised across the United States. Hacking As A Service (HaaS) is a booming industry. Money is the driving force behind daily attacks against our county. The goal, find a way to make the County pay, or find a way to profit on the County’s data. Cyber Security is at the forefront of every aspect of the IT department’s daily operations. It is no longer a question of is Augusta County under attack daily, because we are, rather it is a question of when will an attack will be successful, and to what degree? A continuous investment in cyber security tools and training is now a very real part of the cost of doing business.

- B) **BLUE RIDGE COMMUNITY COLLEGE** – 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 Strategic Plan for FY 2020-2023 identified the need for a comprehensive overview of the library’s facilities and the services provided within them.

Specifically noted was the need for a plan to address space and building issues at each of our facilities. In order to keep up with public demand for materials, meeting and study rooms, and technology, additional square footage is needed at Craigsville, Middlebrook, and Stuarts Draft. Additional long term goals include the construction of a library at the Stuarts Draft Park, the possibility of relocating the Middlebrook Library to an area with better Internet access closer to population centers and traffic patterns and upgrading the Fishersville meeting rooms.

Changes in the public's use of and requirements for public libraries necessitate a reexamination of the services currently provided as well as changes in the physical spaces. In addition to increased wiring, cabling, and security systems, modern libraries must be designed for flexible configurations of their interior spaces. This is difficult in our rented and older buildings.

In addition to being community hubs and a source for books and other media, our libraries are technology centers for all ages. Over 27% of county residents do not have access to affordable broadband and depend upon the libraries for their computer needs. Many require intensive hands-on assistance and training. It is essential that funding be provided to improve access, increase bandwidth, and maintain currency with emerging trends and products.

The lack of transportation, the distances many residents must travel, and the demands of modern life call for staff to take the library to the public, to meet community members where they are. "Pop-Up" libraries and outreach services through the use of a "Book Mobile" or library on wheels bring services such as internet, technology and physical resources to where people are already conducting their business or gathering, thus improving access to library services throughout the county. Therefore, the library is in need of a bookmobile vehicle that can transport books and other resources throughout the community. The current library van must be replaced to enable this type of service and to permit easy and reliable transportation of materials and staff between our branches.

By investing in improved facilities, community focused services, current materials to check out, 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.

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. 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 provide quality service, the staff needs to remain current with advances in technology through careful evaluation of potential purchases and future services.

With the addition of the seventh Library in Weyers Cave and the new Strategic Plan, the Library Board of Trustees and staff will continue to determine the best methods of providing efficient and effective service to Augusta County. This includes a master plan for facility upgrades to keep pace with the demands for more community space and varied technological needs.

D) **RECREATION FACILITIES** - In partnership with the Facilities Management Department, Parks and Rec assists in developing and maintaining County parks, facilities and recreational amenities. 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, Deerfield, Crimora, Stuarts Draft and the Trails at Mill Place Commerce Park. Essential capital needs for the older parks are becoming more significant as the initial investments are fully

depreciating. This fact coupled with exponentially growing use of our parks, facilities, and amenities will continue to reveal an annually increasing need to invest.

Staff have seen a significant increase in requests for gym space and lighted activity field space over the past eight plus years. This increase is reflective of the deficit in these types of space that the County has, compared to demand, especially within its urban growth areas. Staff would expect this need to be accurately reflected and conveyed through a revised Master Plan based on citizen survey responses and then a public meeting stage.

It is imperative to realize that many County owned properties, that include facilities and amenities currently used for recreational purposes by Augusta County residents, are through agreement, managed and operated by a variety of non-profit community groups and organizations. Some of these properties include the Deerfield Community Center, the Crimora Community Center, the New Hope Community Center, the old Verona Elementary School, the Fishersville ballfields, and the Diamondback ballfield in Stuarts Draft. Many of these groups and organizations charged with managing these properties have experienced dwindling membership numbers and quite often a void of consistent, motivated leadership over the past five years. While these organizations have historically looked to the County for assistance with funding for capital improvements on the County owned property, they have often assisted through their own private fundraising efforts and supplemented county funding. Those efforts have not been as frequent in recent times and it would be unwise to assume that trend will reverse itself considering noticeable trends and patterns in the area. The County needs to be prepared to have a more significant role in the near future of not only operating and managing these properties with daily expenses but also shouldering a heavier burden on the capital investment side if these amenities are going to continue to be made available to our citizens. The County should also be prepared to be approached with buying or assuming ownership of current, privately owned properties where there has been decades of history of joint private and public capital investment for recreational purposes for greater Augusta County and specifically, smaller geographic communities within it.

The Parks and Recreation Commission continues to serve as a resource in advising the Board of Supervisors on 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.

The Parks & Recreation Department would suggest the following as priorities for capital investment and improvement, based on identified and long existing needs as well as data that they have been able to collect:

- (1) Master Plan for Natural Chimneys Park.
- (2) Replacement of 170 picnic tables and 170 campfire rings within the campground of Natural Chimneys Park.
- (3) Development of multi-sports/athletic fields and a gym on the south-end of the current Government Center campus in Verona to provide an ideal recreational area for the greater Augusta County community.

- (4) Pave/Re-Surface the existing walking paths/trails at Augusta Springs Park and at Deerfield Park to improve accessibility and provide for ease of maintaining.
- (5) Replacing roofs on 4 picnic shelters, 4 restrooms, and 2 service buildings at Natural Chimneys Park.
- (6) Improvements at Stuarts Draft Park including replacement and relocation of the playground, expanded parking, renovations to make restroom facility accessible year-round, provision of utilities and shade at the Swett Amphitheater, and paving/re-surfacing of the walking path/trail.
- (7) Parking area, restroom facility, and signage with opening the Berry Farm property for simple, passive recreational uses such as hiking/walking, mountain bike riding, nature studies, picnicking.

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 recommends facilities that will be necessary to meet such demand over the next 15-20 years. The development and approval of the 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, painting and paving. 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 Federal, State and Regional agencies contributes funding for this sinking fund.

H) **GOVERNMENT CENTER** – Functionality of the Government Center continues to evolve as well as maintenance needs. This account allows for funding of renovations and improvements to address those needs. The County will utilize America Rescue Plan funding (ARPA) for improvements to the Emergency Communications Center, Parks & Recreation activity space and office space for several department to accommodate 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. A separate building is maintained by the City of Waynesboro. We continue to look for opportunities to provide a consolidated regional 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” and complete a Master Plan update for the Commerce Park. Additionally, funds from this account assist 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 Commonwealth’s Opportunity Fund (COF), Industrial Road Access, Rail Access, or as other similar projects present themselves.
- K) **TOURISM** – The goal is to 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** – Since 2001, Homeland Security has been a high priority and we continue to see a need for additional security equipment to protect against active shooters. The account is set up to fund camera, badge access systems, and notification systems, to name a few.
- M) **FLOOD CONTROL DAMS** – NRCS has completed improvements to Robinson Hollow, Inch Run, Toms Branch, Mills Creek, Todd Lake and Hearthstone dams. Several dams in the County are left to be rehabilitated and efforts are made to begin the planning process.
- N) **SOLID WASTE TRANSFER RECYCLING LOCATIONS** – Staff continually monitors the demand and functionality of the ten (10) solid waste collections sites. Nine (9) collection sites plus the Landfill recycle cardboard, mixed paper, aluminum, and metal. These collection sites also offer glass recycling that is reused as a engineered material at the landfill in accordance with Department of Environmental Quality guidelines. Staff and the Recycling Committee track the market for these commodities and manage revenues and expenses. Currently, the resell of recyclables has increased but they do not cover the rising transportation costs. The County continues to balance costs and benefits for recycling.
- O) **VEHICLE SINKING FUND** – This account has been established for the replacement of law enforcement and other County vehicles.

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**CIP Accounts
#80000**

	<u>FY23 Requested</u>	<u>FY21/22 Fund Bal.</u>	<u>CARES Allocation</u>	<u>FY23 CIP Budget</u>	<u>FY23 Grant/ Rev. Budget</u>	<u>FY23 Total Exp. Budget</u>
Infrastructure Accounts @ \$50,000	\$ 350,000	\$ -		\$ 280,000	\$ -	\$ 280,000
Recreation Matching Grants @ \$15,000	\$ 105,000	\$ -		\$ 70,000	\$ -	\$ 70,000
Total	\$ 455,000	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000
Depreciation Accounts						
Electoral Board Voting Equipment	\$ 114,405	\$ -	\$ 50,000	\$ 25,000		\$ 25,000
Library	\$ 243,175	\$ -	\$ 100,000	\$ -	\$ 17,000	\$ 17,000
Fire/Rescue Equipment	\$ 11,425,360	\$ 500,000	\$ 1,000,000	\$ 426,429	\$ 70,500	\$ 496,929
ECC	\$ 7,311,873	\$ 600,000	\$ 1,500,000	\$ 375,000	\$ 731,164	\$ 1,106,164
Sheriff's Dept. Equipment	\$ 709,305	\$ 250,000	\$ 500,000	\$ 50,000	\$ -	\$ 50,000
GIS Equipment	\$ 40,000	\$ -		\$ -	\$ -	\$ -
Parks & Recreation/Natural Chimney's	\$ 130,000	\$ -	\$ 125,000	\$ 75,000	\$ -	\$ 75,000
IT Equipment	\$ 819,294	\$ 150,000	\$ 550,000	\$ 150,000	\$ 70,562	\$ 220,562
Financial Software Replacement	\$ 1,250,000	\$ -	\$ 1,250,000	\$ -	\$ -	\$ -
Security Equipment	\$ 375,082	\$ -	\$ 192,813	\$ 25,000	\$ -	\$ 25,000
Vehicles	\$ 3,261,565	\$ 200,000	\$ 1,000,000	\$ 150,000	\$ 100,500	\$ 250,500
Buildings	\$ 240,500	\$ -	\$ 250,000	\$ 256,460	\$ 5,000	\$ 261,460
Total	\$ 25,920,559	\$ 1,700,000	\$ 6,517,813	\$ 1,532,889	\$ 994,726	\$ 2,527,615
General Projects						
Landfill	\$ 1,139,543	\$ -		\$ 350,000	\$ -	\$ 350,000
Fire Training Center	\$ 90,000	\$ -		\$ -	\$ -	\$ -
Flood Control Dams	\$ 10,000	\$ -		\$ -	\$ -	\$ -
Stormwater Management	\$ 673,000	\$ -		\$ 47,229	\$ 2,177,645	\$ 2,224,874
Economic Development	\$ 300,000	\$ 250,000	\$ 250,000	\$ 175,000	\$ 553,926	\$ 728,926
Utilities	\$ 200,000	\$ -		\$ 50,000	\$ -	\$ 50,000
Broadband	\$ -	\$ -		\$ -	\$ -	\$ -
Tourist Information Center	\$ 10,000	\$ -		\$ 10,000	\$ -	\$ 10,000
Regional Firing Range (Fiscal Agent)	\$ -	\$ -		\$ -	\$ 40,000	\$ 40,000
VDOT Revenue Sharing	\$ 500,000	\$ -		\$ -	\$ -	\$ -
Fire/Rescue Equipment-Volunteer	\$ 200,000	\$ -		\$ 200,000	\$ -	\$ 200,000
Hazardous Materials Grant	\$ -	\$ -		\$ -	\$ 10,000	\$ 10,000
Verona Sidewalk Project	\$ -	\$ -		\$ -	\$ 1,800,000	\$ 1,800,000
Government Center Expansion	\$ 150,000	\$ -		\$ -	\$ -	\$ -
Watershed Grants	\$ -	\$ -		\$ -	\$ 800,000	\$ 800,000
New Courts Complex	\$ -	\$ 346,450	\$ 1,000,000	\$ -	\$ -	\$ -
County Schools (Carryover)	\$ -	\$ 3,298,493		\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ (9,267,813)	\$ (1,965)	\$ -	\$ (1,965)
Total	\$ 3,272,543	\$ 3,894,943	\$ (8,017,813)	\$ 830,264	\$ 5,381,571	\$ 6,211,835
Debt						
MRRJ (Jail) @ 34%	\$ 695,305	\$ 500,000	\$ 1,500,000	\$ 450,000	\$ 564,124	\$ 1,014,124
SVJC (Juvenile) @ 22.81%-debt pd 6/20	\$ -	\$ -		\$ -	\$ -	\$ -
BRCC @ 33.8%	\$ 137,585	\$ -		\$ 137,585	\$ -	\$ 137,585
Total	\$ 832,890	\$ 500,000	\$ 1,500,000	\$ 587,585	\$ 564,124	\$ 1,151,709
Grand Total	\$ 30,480,992	\$ 6,094,943	\$ -	\$ 3,300,738	\$ 6,940,421	\$ 10,241,159
		<u>\$ 3,300,738</u>		<u>\$ -</u>		
		<u>\$ 9,395,681</u>				

COUNTY OF AUGUSTA
CAPITAL IMPROVEMENTS PLAN
FISCAL YEARS 2023-2027

<u>PROJECT</u>	<u>FISCAL YEAR ENDING JUNE 30TH</u>					<u>TOTAL</u>
	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	
<u>PUBLIC WORKS:</u>						
INFRASTRUCTURE	280,000	1,400,000	1,400,000	1,400,000	1,400,000	5,880,000
STORMWATER MANAGEMENT	135,000	135,000	135,000	135,000	135,000	675,000
LANDFILL	2,365,000	619,000	1,300,000	574,000	462,000	5,320,000
BROADBAND	0	0	0	0	0	0
REVENUE SHARING-ROADS	500,000	500,000	500,000	500,000	500,000	2,500,000
SUB-TOTAL	3,280,000	2,654,000	3,335,000	2,609,000	2,497,000	14,375,000

<u>SCHOOL PROJECTS:</u>	<u>7,256,000</u>	<u>7,256,000</u>	<u>7,256,000</u>	<u>7,256,000</u>	<u>7,256,000</u>	<u>36,280,000</u>
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<u>PUBLIC SAFETY:</u>						
JAIL (DEBT)	695,000	695,000	1,238,000	1,238,000	1,238,000	5,104,000
COURTHOUSE (DEBT CONTRIBUTION)	0	0	3,500,000	3,500,000	3,500,000	10,500,000
EMERGENCY COMMUNICATIONS (DA)	5,436,500	3,242,000	3,207,000	747,000	746,000	13,378,500
FIRE & RESCUE APPARATUS (DA)	10,925,000	559,000	492,000	397,000	329,000	12,702,000
FIRE/ RESCUE TRAINING CENTER II	90,000	40,000	40,000	40,000	40,000	250,000
FIRE/ RESCUE CAPITAL (VOL.)	200,000	200,000	200,000	200,000	200,000	1,000,000
SHERIFF'S DEPARTMENT (DA)	0	53,000	83,000	38,000	35,000	209,000
FIRING RANGE	10,000	10,000	10,000	10,000	10,000	50,000
SUB-TOTAL	17,356,500	4,799,000	8,770,000	6,170,000	6,098,000	43,193,500

<u>OTHER COUNTY PROJECTS:</u>						
G. I. S. (DA)	40,000	8,000	7,000	4,000	4,000	63,000
BLUE RIDGE COMM. COLLEGE	138,000	138,000	138,000	138,000	138,000	690,000
LIBRARY AUTOMATION/TECHNOLOGY (DA)	343,000	3,000	2,000	0	0	348,000
RECREATIONAL MATCHING GRANTS	105,000	210,000	210,000	210,000	210,000	945,000
RECREATIONAL COMM. CENTERS	202,000	18,000	18,000	18,000	18,000	274,000
RECREATION (DA)	1,321,000	58,000	46,000	25,000	19,000	1,469,000
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

OTHER COUNTY PROJECTS (CONTINUED):

INFORMATION TECHNOLOGY (DA)	448,438	278,000	274,000	183,000	55,000	1,238,438
FINANCIAL SOFTWARE REPLACEMENT	300,000	300,000	300,000	0	0	900,000
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)	157,187	41,000	31,000	29,000	10,000	268,187
VEHICLE SINKING FUND (DA)	4,515,185	164,000	216,000	120,000	78,000	5,093,185
FLOOD CONTROL DAMS	100,000	100,000	100,000	100,000	100,000	500,000
BUILDING SINKING FUND (DA)	1,624,540	286,000	266,000	257,000	241,000	2,674,540
ELECTORAL BOARD VOTING EQUIPMENT (DA)	139,000	47,000	47,000	45,000	45,000	323,000
SUB-TOTAL	10,077,350	2,295,000	2,299,000	1,773,000	1,562,000	18,006,350
USES - GRAND TOTAL	37,969,850	17,004,000	21,660,000	17,808,000	17,413,000	111,854,850

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	2,834,278	2,834,278	3,912,849	3,912,849	3,912,849	17,407,103
GENERAL FUND BALANCE	26,913,112	5,947,262	9,524,691	5,672,691	5,277,691	53,335,447
TOURISM (MEALS/LODGING)	10,000	10,000	10,000	10,000	10,000	50,000
SOURCES - GRAND TOTAL	37,969,850	17,004,000	21,660,000	17,808,000	17,413,000	111,854,850