



# AUGUSTA

COUNTY, VIRGINIA

FY2022-2023 Revised Budget

FY2023-2024 Recommended Budget

Operating and Capital

Prepared by: Augusta County Finance Department

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**A G E N D A**

**BUDGET WORK SESSION**

**AUGUSTA COUNTY BOARD OF SUPERVISORS**

**COUNTY ADMINISTRATOR'S CONFERENCE ROOM**

**GOVERNMENT CENTER, VERONA, VA**

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ITEM NO.

DESCRIPTION

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**MONDAY, MARCH 27, 2023, 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                      |
| <b>12:00 P.M.</b> | <b>LUNCH – UPSTAIRS KITCHEN</b>      |
| 1:30 P.M.         | 5. SCHOOL BOARD BUDGET               |
| 2:30 P.M.         | 6. PERSONNEL (CLOSED SESSION)        |
| 3:00 P.M.         | 7. CAPITAL                           |
| 4:00 P.M.         | 8. TAX RATES/FEEES                   |
| 4:30 P.M.         | 9. BUDGET ADVERTISEMENT              |
| 5:00 P.M.         | 10. ADJOURN                          |

MOTION TO GO INTO CLOSED SESSION

March 27, 2023

(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



# Transmittal Section

# COUNTY OF AUGUSTA, VA

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



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March 27, 2023

## **M E M O R A N D U M**

**TO:** BOARD OF SUPERVISORS

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

**SUBJECT:** **FISCAL YEAR 2023-24 OPERATING BUDGET**

The proposed Fiscal Year 2023-24 budget is provided for your consideration. The budget has been prepared in accordance with section 15.2-2503 of the Code of Virginia as amended. This budget is balanced and provides for a spending plan for the next fiscal year. Revenue and expenditure projections are prepared with the best information available at the time of presentation. 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 2024 general fund budget is \$118,980,727, which is an increase from the fiscal year 2023 budget in the amount of \$4,253,137 or 4%. In order to fulfill the need of submitting a balanced budget, \$11,126,945 is trimmed from agency requests. Requests reflected in 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 FY2024 budget and forecasts future growth in revenues and expenditures. This includes the addition of future capital projects, debt service, or operating needs.

### **REVENUES:**

As of January 1<sup>st</sup>, 2022, the total assessed value of all taxable property in Augusta County was:



<b>REAL ESTATE:</b>	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$7,864,156,802	<u>Levy</u> \$49,544,188
<b>PERSONAL PROPERTY:</b>	<u>Tax Rate</u> \$2.60/\$100 \$2.00/\$100	<u>Assessment</u> \$900,401,730 \$147,777,350	<u>Levy</u> \$23,410,445 \$ 2,955,547
<b>PUBLIC SERVICE: REAL ESTATE:</b>	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$419,980,476	<u>Levy</u> \$2,645,877
<b>MOBILE HOMES:</b>	<u>Tax Rate</u> \$.63/\$100	<u>Assessment</u> \$38,158,660	<u>Levy</u> \$240,400
<b>MACHINERY &amp; TOOLS:</b>	<u>Tax Rate</u> \$2.00/\$100	<u>Assessment</u> \$288,709,080	<u>Levy</u> \$5,774,182

Levies are increased by estimated growth to arrive at an approximate January 1, 2023 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 \$1,643,029 and \$305,244 respectively for Fiscal Year 2024. Estimated growth in total property tax revenue is flat, as there is an estimated decrease in vehicle values of 20% over the prior year. The FY23-24 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¢	= \$790,000
TPP \$2.60	= \$ 73,000
\$2.00	= \$ 15,000

**OTHER LOCAL TAXES:**

Other local taxes show an estimated growth of \$2.4 million or 12%. This category encompasses 19% of total revenues in the general fund. Local taxes are generated by consumer spending, and sales, business license, recordation, meals and lodging taxes continue to create growth in revenue. Tax increment financing commitments reduced revenue estimates for other local taxes by \$208,000.

### **OTHER REVENUES:**

For Calendar year 2022, the County issued 851 building permits for a total of \$229 million in value, an increase of 11 permits or 1%, and a decrease in value of 25%. The decrease was due to location of a large business into the County in the prior year. Removing this anomaly, growth in other permits was still favorable with an increase of \$92 million or 67% over the prior year, due in part to industry expansion or relocations and two middle school projects.

### **STATE FUNDING:**

State funding is the third largest funding source for the general fund at \$13 million or 11%. Revenues from the Commonwealth show an increase in Compensation Board revenues due to State budget considerations. Award of a school resource officer grant increased State revenues by \$797,000. Communications tax continues to decline.

### **FEDERAL FUNDING:**

Federal funding consists of payment in lieu of taxes and public safety grants. Funding decreased from prior year due to the final year of an opioid and substance abuse grant for the Commonwealth Attorney's office.

### **EXPENDITURES:**

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

### **REVISED FY23 BUDGET:**

The revised budget has adjustments for several expenditures that materialized in FY23. Adjustments for school resource officers and public safety pay and reclassifications approved by the board after FY23 budget approval are included. There have been adjustments due to inflation and increase in fuel costs. Finally, adjustments are 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. The balanced budget includes a cost of living and merit increase for full and part-time employees of 5% as of January 1, 2024. The merit component will be based on the fall 2023 evaluations. Health insurance is reduced for CY2023 and CY2024 due to change in providers and estimated claims. The VRS (Virginia Retirement System) rate for the County employees remains at 10.39% in FY24, the second year of the biennium.

Departments requested thirty-one full-time positions and one part-time position in FY2024. The balanced budget includes a Permit Specialist, HR Technician and an Accountant.

**EDUCATION:**

Education remains a priority in this balanced budget. The County’s FY24 budget includes a proposed direct operating transfer to the School fund in the amount of \$49,028,505 which includes \$1,285,163 in new revenue from the shared revenue growth formula. School bus funding of \$1,080,000 will be transferred to the School Capital Improvement Fund and debt service for education of \$7,256,250 will be transferred to the Debt Fund.

**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 reassessment contract, presidential primary, increase in maintenance service contracts, school resource officers operating costs, and contractual training for fire & rescue. Tourism funding increased due to State Code requirements.

**OUTSIDE AGENCIES:**

The County assists with funding to multiple community and regional agencies. Although total local funding for Middle River Regional Jail was flat, funding for Augusta County increased due to growth in inmate days for County’s percent from 35.5% to 37.6%. Staff has prepared a cash flow summary of the jail reserve account and the use of these reserves will only be available for FY2024. 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 Shenandoah Valley Juvenile Detention Home, Shenandoah Valley Regional Airport, Office on Youth, Shenandoah Valley Animal Services Center, Regional Landfill, Health Department, Valley Community Services Board, BRITE Transit, and Valley Children’s Center.

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 FY2024 budget includes the use of the CSA reserve in the amount of \$410,000.

**BALANCED BUDGET:**

Review and approval of the annual budget is one of the most important actions taken by the Board of Supervisors. I have provided a balanced budget for your consideration. Proposed budget reductions to balance the budget does not mean the unfunded requests are without merit. 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 are provided an opportunity to submit their requests for taxpayers supported contributions.

The FY2023 budget was balanced utilizing the short-term increase in vehicle personal property values. The FY2024 budget, as presented, continues with an increase in vehicle values, but with a 20% reduction from the prior year. As vehicle values can potentially continue to decline, there will be a need to consider revenue sources in order to continue providing services at the levels currently budgeted.

**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 for revenue projection assistance, Faith Duncan and Lora Swortzel 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.

December 20, 2022

# *MEMORANDUM*

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**TO:** Timothy K. Fitzgerald

**RE:** Proposed FY2023-24 Budget Calendar

Department Requests to County Administrator	1/30/23-2/10/23
Board of Supervisors Work Session	3/27/23
Advertise Budget 15.2-2506	4/5/23
Public Hearing 15.2-2506	4/12/23 or 4/19/23 <i>Special Meeting</i>
Adopt Budget 15.2-2503	4/26/23 or 5/3/2023 <i>Special Meeting</i>

Original: 12/20/2022



# Five Year Financial Plan



## COUNTY OF AUGUSTA, VA FIVE YEAR FINANCIAL PLAN

### Executive Summary

#### Five Year Outlook

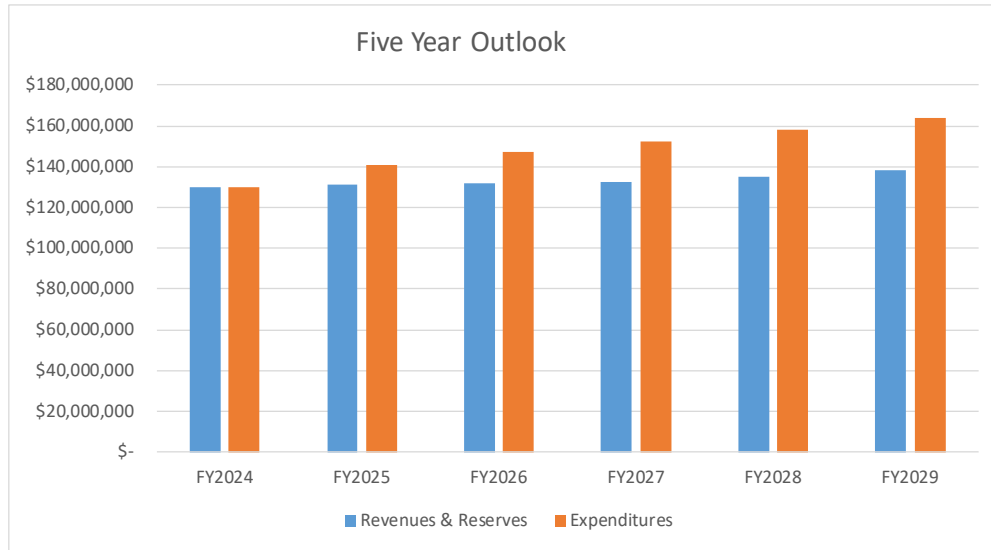
The Board met on October 7, 2022 in a Strategic Planning session. During the session, the Board reviewed the roles and responsibilities of a Virginia local government and Board of Supervisors, including core services; revised the County mission statement; and identified and categorized key matters currently facing Augusta County. The Strategic Planning session identified the following areas of focus: public safety, education, utilities, land use, economic development, finance, human resources, regional cooperation and organization. One outcome of the session was to continue providing, on an annual basis, a five-year financial projection of revenues and expenditures, including major cost and revenue drivers.

Concerns from the previous two five year financial plans continue to be addressed in each annual budget. Other outcomes from the Strategic Planning session will assist in addressing the challenges.

- Continuing recruitment and retention efforts;
- Addressing 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;
- Long term funding concerns.

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 \$9 million to approximately \$25 million from FY 2024-25 to FY 2028-29.



	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Revenues & Reserves	\$ 129,647,566	\$ 131,255,886	\$ 132,068,111	\$ 132,380,059	\$ 135,099,787	\$ 138,226,163
Expenditures	\$ 129,647,566	\$ 140,730,537	\$ 147,293,132	\$ 152,506,795	\$ 157,916,345	\$ 163,687,270

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 \$35 million to \$45 million in the next five years, or 28%. Other costs projected to increase include: Other Charges (\$1.3 million, 22%) Professional & Contractual Services (\$547,000, 10%); Materials & Supplies (\$826,000, 28%); Contributions (\$4.7 million, 61%); Transfers to other funds (\$8.4 million or 16%); and Capital and Debt Service (\$8.4 million, 72%). Total General Fund expenditures are projected to grow \$34 million over the five year period, or 26%. To put this in context, expenditures grew \$24 million or 26% from FY 2017 to FY 2022. 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, government center expansion for the emergency operations center and parks and recreation, relocation of the animal services center, 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. The other projects noted are to be funded from the current capital allocation or American Rescue Plan dollars, and therefore are not included as an additional expenditure in the plan.

In contrast, total General Fund revenues are projected to grow only \$13 million over the same period, or 11%. In comparison, revenues grew \$24 million or 26% from FY 2017 to FY 2022, including a 5 cent increase in the real estate tax rate in 2018, a reassessment with nominal growth in 2019, a 10 cent increase in personal property for vehicles in 2021, implementation of a cigarette tax and an increase in the meals and lodging percentage. Future projections of property taxes in the plan do not include increases in tax rates.



## Approaches to Foster 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 summary to assist in decision making to restore fiscal stability:

<b>Financial Summary</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>
Surplus/(Shortfall) from Master Financial Schedule	\$ (9,474,651)	\$ (15,225,021)	\$ (20,126,736)	\$ (22,816,557)	\$ (25,461,107)
<b>SOURCES AND USES ADJUSTMENTS</b>					
Personal Property Values	\$1,896,202	\$0	\$0	\$0	\$0
expected decline in values					
School Resource Officer Grant	0	0	797,171	0	0
expiration of three year grant					
<b>Loss of revenue sources</b>	<b>\$1,896,202</b>	<b>\$0</b>	<b>\$797,171</b>	<b>\$0</b>	<b>\$0</b>
Courthouse Project	\$4,685,380	\$4,685,380	\$4,685,380	\$4,685,380	\$4,685,380
estimated annual debt service					
Contribution – MRRJ Operations	0	2,502,177	3,993,000	4,392,300	4,831,530
operating contribution after reserves depleted					
Reinstate Capital Funding	1,078,571	1,078,571	1,078,571	1,078,571	1,078,571
bridge funding offset by temporary increase in PP values					
Baseline Growth	3,710,700	6,958,893	10,369,785	12,660,306	14,865,626
<b>Total Expenditure Growth beyond forecasted revenue</b>	<b>\$9,474,651</b>	<b>\$15,225,021</b>	<b>\$20,126,736</b>	<b>\$22,816,557</b>	<b>\$25,461,107</b>

Developing strategies and achievable targets is important 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. Policy makers also have the authority to implement changes in revenue streams and the policies that surround them. Decisions surrounding the 2024 reassessment will be key in providing sources to offset the uses noted above.

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## COUNTY OF AUGUSTA, VA FIVE YEAR FINANCIAL PLAN

### Five Year Outlook and Fiscal Stability

#### 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 are projected to remain steady. This will contribute 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 2022's unemployment rate was 2.3%, flat from 2.1% in December 2021, and less than the State average of 3.1%.

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. Prices have remained higher even as inflation has slowed. 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 2024 budget, \$4.2 million in reserves are used to fund more than 3.5% 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.

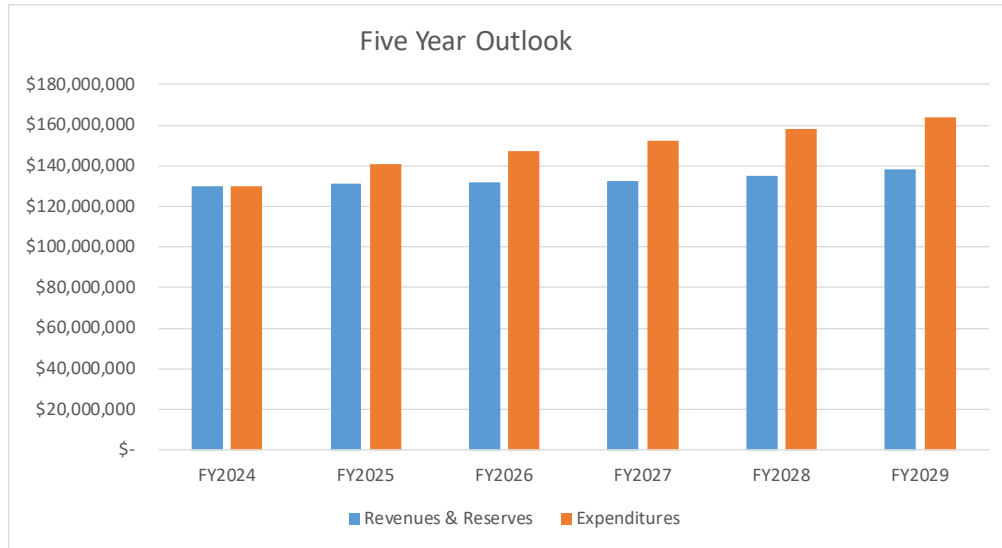
Similarly, the five year projections shown in the table below portray a significant gap between projected revenues and expenditures over the period, if current service levels and policies are continued—this is the 'base case.' The base case projection starts with what the County's spending looks like as of the proposed FY2024 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, adjusting contractual services for the reassessment contract, which is only required every 5 years. Other adjustments 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. 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 the gap between revenues and expenditures will rise from \$9 million to approximately \$25 million from FY 2024-25 to FY 2028-29.



	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Revenues & Reserves	\$ 129,647,566	\$ 131,255,886	\$ 132,068,111	\$ 132,380,059	\$ 135,099,787	\$ 138,226,163
Expenditures	\$ 129,647,566	\$ 140,730,537	\$ 147,293,132	\$ 152,506,795	\$ 157,916,345	\$ 163,687,270

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

Master Financial Schedule	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
<b>SOURCES</b>						
Property Taxes	\$ 75,687,426	\$ 75,732,287	\$ 77,669,026	\$ 78,971,023	\$ 80,310,587	\$ 81,688,898
Local Taxes	22,755,400	23,826,901	24,963,531	26,169,762	27,450,398	28,810,600
Licenses, Permits & Fees	683,700	711,048	739,490	769,070	799,832	831,826
Fines, Forfeitures & Penalties	250,150	262,658	275,790	289,580	304,059	319,262
Interest & Investment Income	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Rents & Sale of Surplus	382,530	394,006	405,826	418,001	430,541	443,457
Charges for Services	2,485,059	2,534,760	2,585,455	2,637,164	2,689,908	2,743,706
Miscellaneous	40,684	40,684	40,684	40,684	40,684	40,684
Recovery of Government Costs	56,400	58,656	61,002	63,442	65,980	68,619
State Revenue	13,269,484	13,269,484	13,269,484	12,472,313	12,472,313	12,472,313
Federal Revenue	778,459	748,459	748,459	748,459	748,459	748,459
<b>Total Revenue</b>	<b>\$ 117,589,292</b>	<b>\$ 118,778,942</b>	<b>\$ 121,958,748</b>	<b>\$ 123,779,498</b>	<b>\$ 126,512,761</b>	<b>\$ 129,367,824</b>
Transfers-In						
Revenue Recovery	1,280,012	1,446,414	1,634,447	1,846,925	2,087,026	2,358,339
Capital	111,423	63,691	63,691	-	-	-
<b>Total General Fund Resources</b>	<b>\$ 118,980,727</b>	<b>\$ 120,289,047</b>	<b>\$ 123,656,887</b>	<b>\$ 125,626,424</b>	<b>\$ 128,599,787</b>	<b>\$ 131,726,163</b>
Fund Balance	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000	6,500,000
Reserves	\$4,166,839.00	\$4,466,839.00	\$1,911,224.00	\$253,635.00	\$0.00	\$0.00
<b>Grand Total Sources</b>	<b>\$ 129,647,566</b>	<b>\$ 131,255,886</b>	<b>\$ 132,068,111</b>	<b>\$ 132,380,059</b>	<b>\$ 135,099,787</b>	<b>\$ 138,226,163</b>
<b>USES</b>						
Salaries & Wages	\$ 25,913,530	\$ 27,209,207	\$ 28,569,667	\$ 29,998,150	\$ 31,498,058	\$ 33,072,961
Fringe Benefits	9,264,286	9,727,500	10,213,875	10,724,569	11,260,798	11,823,837
Other Charges	5,806,735	6,039,004	6,280,565	6,531,787	6,793,059	7,064,781
Professional & Contractual Services	5,620,075	5,271,769	5,482,640	5,701,945	5,930,023	6,167,224
Materials & Supplies	2,989,549	3,139,026	3,295,978	3,460,777	3,633,815	3,815,506
Capital Outlay	244,045	261,128	279,407	298,966	319,893	342,286
Capital	4,379,309	6,614,638	8,217,762	8,217,536	8,142,879	8,142,191
Debt Service (General Fund)	7,317,963	11,996,818	11,996,818	11,996,818	11,996,818	11,996,818
Contributions	7,831,570	8,614,727	9,476,200	10,423,820	11,466,202	12,612,822
Transfers Out						
Revenue Recovery	160,000	160,000	160,000	160,000	160,000	160,000
Shenandoah Valley Social Services	1,551,999	1,598,559	1,646,516	1,695,911	1,746,789	1,799,192
Children's Services Act	1,960,000	2,018,800	2,079,364	2,141,745	2,205,997	2,272,177
School Fund	49,028,505	50,499,360	52,014,341	53,574,771	55,182,014	56,837,475
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
<b>Grand Total Uses</b>	<b>\$ 129,647,566</b>	<b>\$ 140,730,537</b>	<b>\$ 147,293,132</b>	<b>\$ 152,506,795</b>	<b>\$ 157,916,344</b>	<b>\$ 163,687,270</b>
Surplus/(Shortfall)	\$ -	\$ (9,474,651)	\$ (15,225,021)	\$ (20,126,736)	\$ (22,816,557)	\$ (25,461,107)

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.

**Detail of Base Case Countywide Revenue Projections:**

<b>Assumptions of Percentage Change in Major General Fund Revenues</b>						
	<b>FY 2025 Forecast</b>	<b>FY 2026 Forecast</b>	<b>FY 2027 Forecast</b>	<b>FY 2028 Forecast</b>	<b>FY 2029 Forecast</b>	<b>5yr average</b>
<b>Property Taxes</b>	0%	3%	2%	2%	2%	2%
<b>Local Taxes</b>	5%	5%	5%	5%	5%	5%
<b>Licenses, Permits &amp; Fees</b>	4%	4%	4%	4%	4%	4%
<b>Fines &amp; Forfeitures</b>	5%	5%	5%	5%	5%	5%
<b>Interest &amp; Investment Income</b>	0%	0%	0%	0%	0%	0%
<b>Rents &amp; Sale of Surplus</b>	3%	3%	3%	3%	3%	3%
<b>Charges for Services</b>	2%	2%	2%	2%	2%	2%
<b>State Revenue</b>	0%	0%	-6%	0%	0%	-1%
<b>Federal Revenue</b>	-4%	0%	0%	0%	0%	-1%
<b>Recovery of Government Costs</b>	4%	4%	4%	4%	4%	4%
<b>Transfer from Revenue Recovery</b>	13%	13%	13%	13%	13%	13%

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 2013 as a base tax year to 2022, 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.
- Licenses, Permits and Fees:** These locally-controlled revenues are projected to grow by 4% 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.

- **Interest & Investment Income:** Interest earned on bank deposits for County investments increased significantly due to investment rate changes over the past year. The proposed forecast for the next 5 years is flat, as a significant increase occurred in FY 2023, and continued growth in investment rates is undetermined. Spending will also occur for large capital projects such as the courthouse and 911 system, therefore reducing the balance of cash earning interest over the next two years. Revenue has varied from -61% to +97% over a historical five year period, so it is hard to predict.
- **State and Federal Revenues:** Overall, State and Federal revenues are assumed to be roughly flat or declining during the period. A State grant for the School Resource Officers will end in FY 2027. 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:**

<b>Assumptions of Percentage Change in Major General Fund Expenditures</b>						
	<b>FY 2025 Forecast</b>	<b>FY 2026 Forecast</b>	<b>FY 2027 Forecast</b>	<b>FY 2028 Forecast</b>	<b>FY 2029 Forecast</b>	<b>5yr average</b>
<b>Salaries &amp; Wages</b>	5%	5%	5%	5%	5%	5%
<b>Fringe Benefits</b>	5%	5%	5%	5%	5%	5%
<b>Other Charges</b>	4%	4%	4%	4%	4%	4%
<b>Professional &amp; Contractual Services</b>	-6%	4%	4%	4%	4%	4%
<b>Materials &amp; Supplies`</b>	5%	5%	5%	5%	5%	5%
<b>Capital Outlay</b>	7%	7%	7%	7%	7%	7%
<b>Capital</b>	51%	24%	0%	-1%	0%	15%
<b>Debt Service</b>	64%	0%	0%	0%	0%	13%
<b>Contributions</b>	10%	10%	10%	10%	10%	10%
<b>Transfers</b>	3%	3%	3%	3%	3%	3%

Source: Master Financial Schedule

- **Salary & Wage Costs:** This report projects General Fund supported salary and fringe benefits to increase from \$35 million in FY 2024 to \$45 million in FY 2029, an increase of \$10 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. FY 2023 mid-year ECC pay and reclass adjustment and the addition of 12 school resource officers is included in the FY 2024 baseline.
- **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 12.50% in FY 2016 to 10.39% in FY 2024. 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 2024 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 2024 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 \$2.6 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 \$2.8 million in the five year period, or 19%. An adjustment for completion of the reassessment contract was made in FY2025.
- **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 \$2.9 million in FY 2016 to \$5.6 million in FY 2022. Jail contributions have stabilized in FY 2024. 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 2024 budget, \$3 million of the \$5.9 million requested contribution will be funded by reserves, limiting 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.
- **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 FY 2024 and FY 2025. 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 with the addition of \$4.6 million estimated for Courthouse debt 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. A reduction in the approved capital transfer of \$1,078,571 million in FY 2023 to bridge funding for pay

and reclassification adjustments is noted in FY 2025, barring the decrease in personal property tax values.

### **Approaches to Foster 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. Future revenue provides 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. The goal of the plan is to bring awareness of funding needs, and to set 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.

**Revenues:** 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 \$13 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 \$25 million. The plan provides approaches 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	\$790,000
Property – vehicles	\$2.60/\$100	\$ 73,000
Property - business	\$2.00/\$100	\$ 15,000

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 is underway with an effective date of January 1, 2024. Based on the initial sales study, it is estimated that the County will see an increase in assessments. This increase could realize additional revenues, barring that the tax rate is not equalized as of

the reassessment date.

Market changes from November 2020 through November 2021 produced nationwide shortages on new vehicles, which increased the demand for used vehicles. The effects of these supply chain issues resulted in increases to the NADA book values of those vehicles in 2022. These market shortages were only projected to last two years and the new 2023 NADA book values are already averaging 20% less than the 2022 values. The projected shortfall is adjusted in FY2025 within the forecast.

**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 notes approaches for effect, but assumes that policy makers will select and implement one or more actions 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.

<b>Financial Summary</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2027</b>	<b>FY 2028</b>	<b>FY 2029</b>
Surplus/(Shortfall) from Master Financial Schedule	\$ (9,474,651)	\$ (15,225,021)	\$ (20,126,736)	\$ (22,816,557)	\$ (25,461,107)
<b>SOURCES AND USES ADJUSTMENTS</b>					
Personal Property Values	\$1,896,202	\$0	\$0	\$0	\$0
expected decline in values					
School Resource Officer Grant	0	0	797,171	0	0
expiration of three year grant					
<b>Loss of revenue sources</b>	<b>\$1,896,202</b>	<b>\$0</b>	<b>\$797,171</b>	<b>\$0</b>	<b>\$0</b>
Courthouse Project	\$4,685,380	\$4,685,380	\$4,685,380	\$4,685,380	\$4,685,380
estimated annual debt service					
Contribution – MRRJ Operations	0	2,502,177	3,993,000	4,392,300	4,831,530
operating contribution after reserves depleted					
Reinstate Capital Funding	1,078,571	1,078,571	1,078,571	1,078,571	1,078,571
bridge funding offset by temporary increase in PP values					
Baseline Growth	3,710,700	6,958,893	10,369,785	12,660,306	14,865,626
<b>Total Expenditure Growth beyond forecasted revenue</b>	<b>\$9,474,651</b>	<b>\$15,225,021</b>	<b>\$20,126,736</b>	<b>\$22,816,557</b>	<b>\$25,461,107</b>

## **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.

The goal of the plan is to bring awareness of funding needs, and to set achievable targets so the County can begin developing revenue, savings and operational proposals that may require multi-year planning efforts. This will allow decision makers to continue to foster the fiscal stability that is the foundation of the County's finances.

###



**AUGUSTA**

COUNTY, VIRGINIA

## **Introduction**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**County of Augusta  
Virginia**

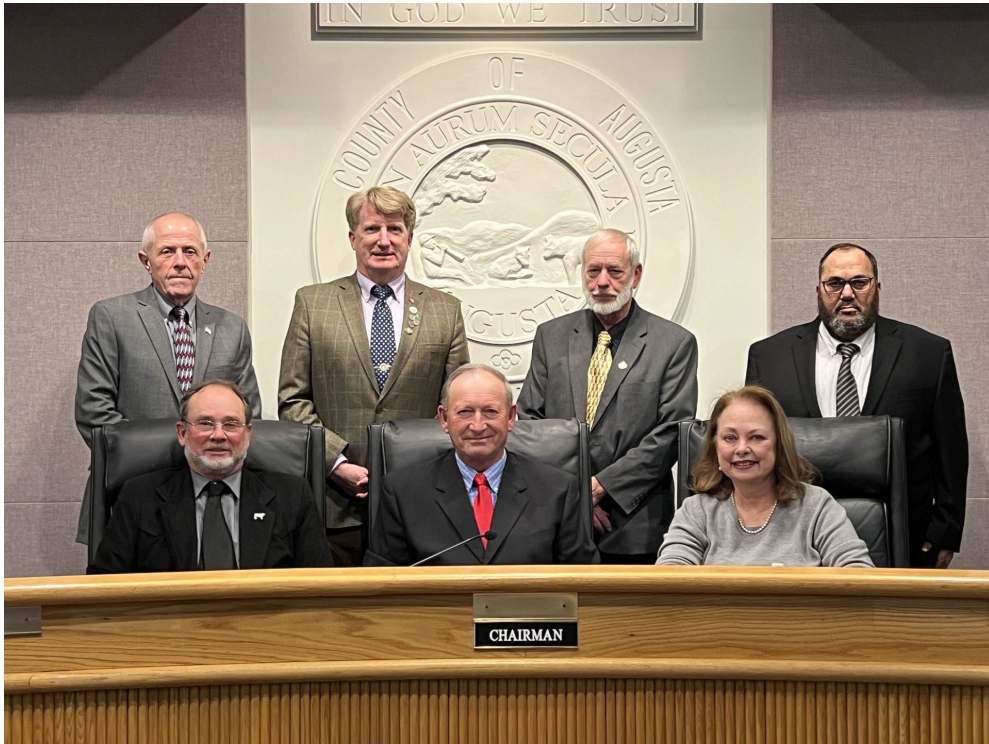
For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

Executive Director

# Board of Supervisors



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

**GERALD W. GARBER, MIDDLE RIVER**

**G.L. "BUTCH" WELLS, BEVERLEY MANOR**

**JEFFERY A. SLAVEN, NORTH RIVER (Vice Chairman)**

**PAMELA L. CARTER, PASTURES**

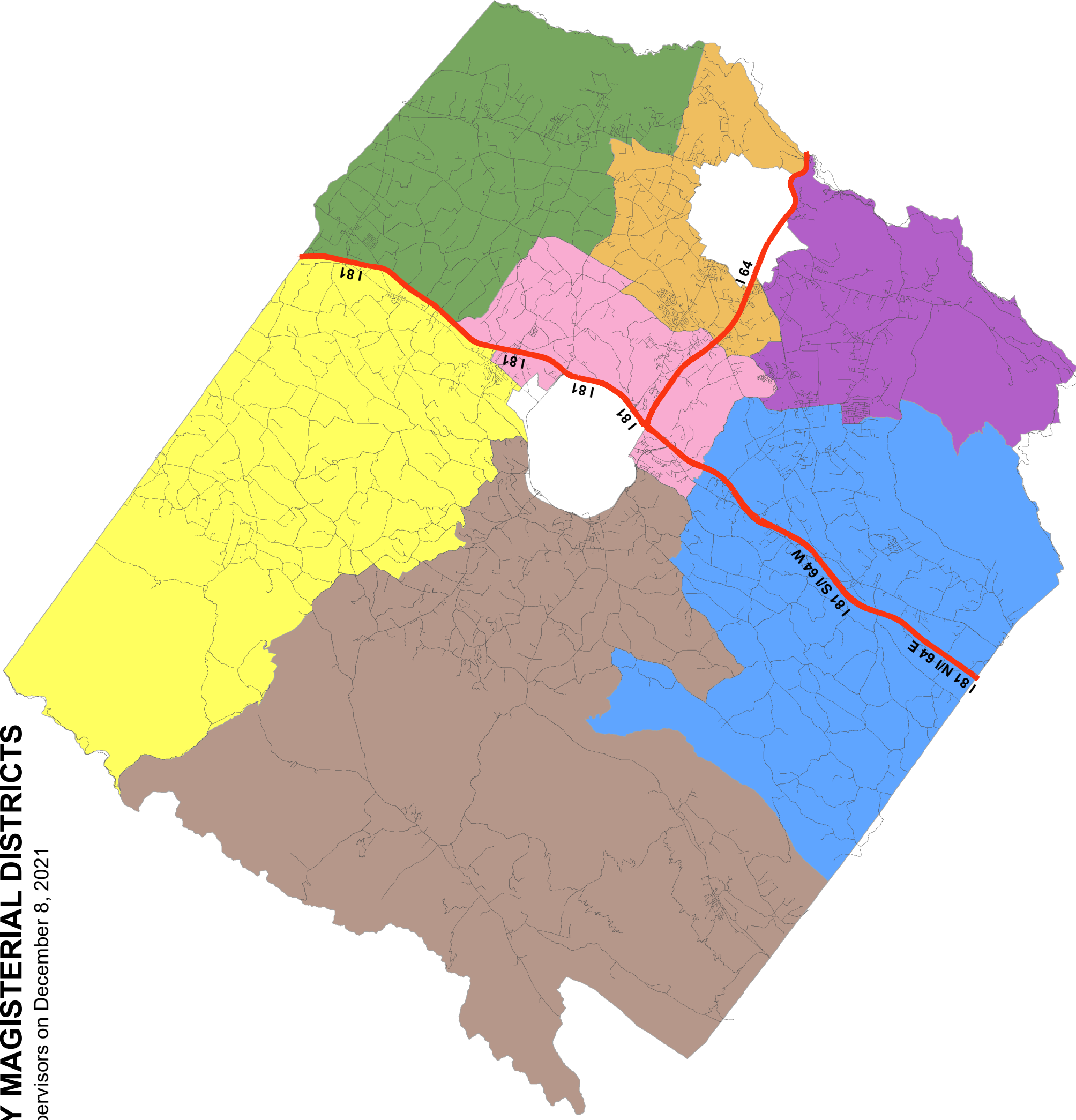
**MICHAEL L. SHULL, RIVERHEADS (Chairman)**

**STEVE MORELLI, SOUTH RIVER**

**SCOTT SEATON, WAYNE**

# AUGUSTA COUNTY MAGISTERIAL DISTRICTS

Approved by the Board of Supervisors on December 8, 2021



## Legend

### Magisterial Districts

DIST\_NAME

- Pastures
- North River
- Beverley Manor
- Middle River
- Wayne
- South River
- Riverheads





# Understanding the budget

# 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**

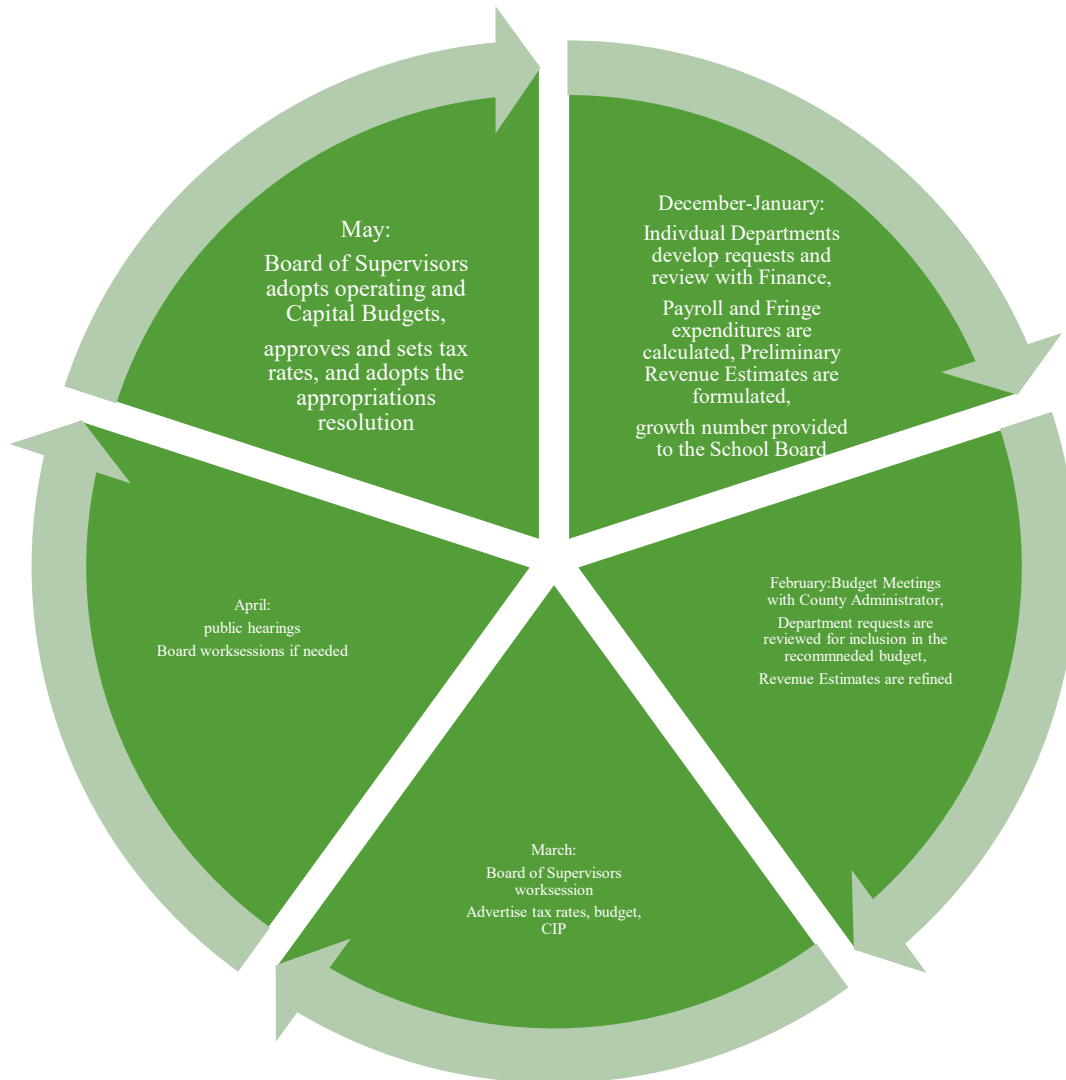
A public hearing is held to solicit taxpayer input on the adopted budget  
The Board of Supervisors holds its final work session, if needed

## **May**

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

(This section left blank intentionally.)

## 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.



# **Significant Financial Fund Balance Assumptions Section**

# Total Revenues

The Fiscal Year 2023-2024 total revenues are shown below. Major sources include property taxes, local taxes, and funds from the Commonwealth of Virginia. Overall, general fund revenues, and transfers are projected to increase \$4,253,137 (3.57%) over the FY2022-2023 original adopted budget levels. This increase is due to projected increases in other local taxes of about 10.5% due to increases in sales, meals and lodging taxes. All of the growth in these areas can be attributed to inflation. Use of money and property is estimated to increase by about 55% as interest rates have climbed due to inflation and hence giving the County a larger rate of return on money held in deposit. General property taxes continue to represent the largest portion of the overall revenues.

**Augusta County  
Fiscal Year 2023-2024  
Revenues- General Fund**

General Property Taxes	\$75,687,426	63.61%
Other Local Taxes	\$22,755,400	19.13%
Permits, Priv. Fees, Reg. Licenses	\$683,700	0.57%
Fines & Forfeitures	\$250,150	0.21%
Use of Money and Property	\$1,582,530	1.33%
Charges for Services	\$2,485,059	2.09%
Miscellaneous	\$40,684	0.03%
Recovered Costs	\$56,400	0.05%
State	\$13,269,484	11.15%
Federal	\$778,459	0.65%
Non-Revenue Receipts	\$1,391,435	1.17%
Fund Balance	\$0	0.00%
<b>Total</b>	<b>\$118,980,727</b>	<b>100%</b>

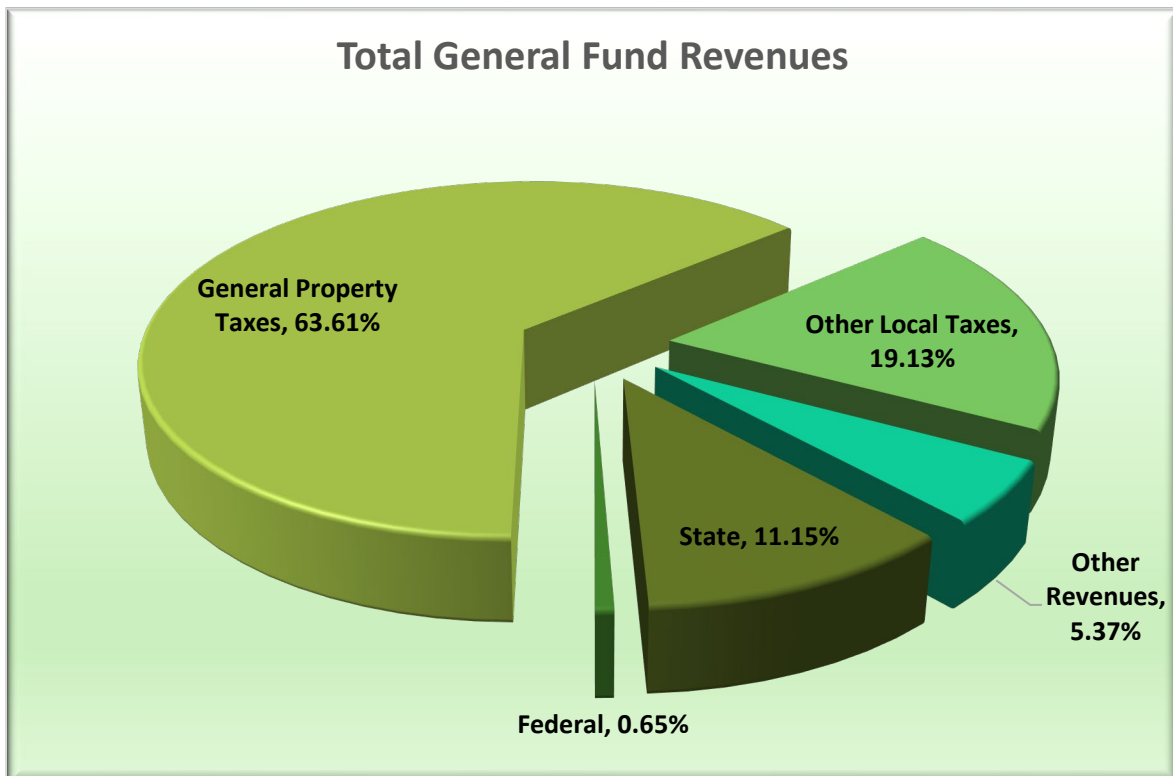
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# Revenue Analysis

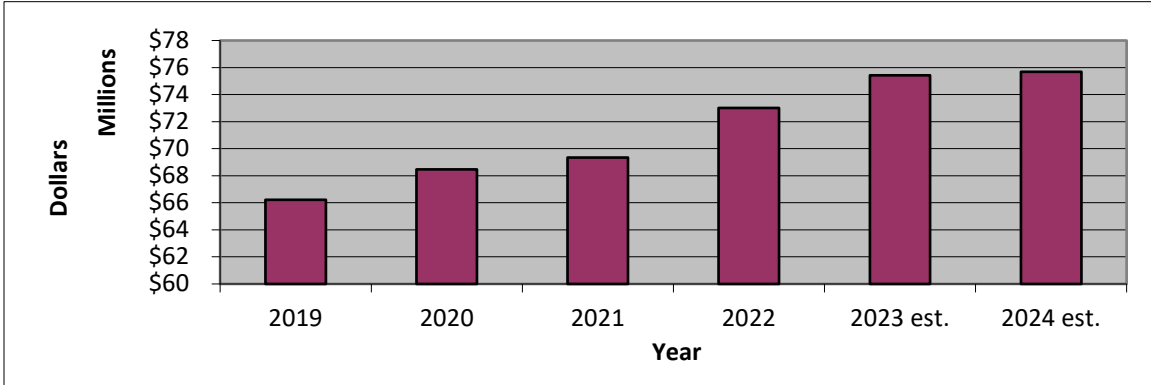
## General Fund

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 as well as the estimate for 2024.



Total property tax collections have increased from \$66.2 million in fiscal year ending 2019 to \$75.6 million estimated through Fiscal Year 2024. 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. The County is currently conducting a reassessment that will take effect on 1/1/2024 once completed. The changes in revenue from this reassessment are not yet known.

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**Local Revenue**

The Fiscal Year 2023-2024 General Fund revenue is estimated at \$118.9 million of which, local revenues total \$103.5 million; state and federal revenue along with non-revenue receipts total \$15.4 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.

<b>Revenue Category</b>	<b>2021-2022 Actual Revenue</b>	<b>2022-2023 Revised Budget</b>	<b>2023-2024 Recommended Budget</b>
Real Estate Tax	\$51,082,229	\$51,502,324	\$50,886,727
% of Total Revenues	43.91%	41.89%	42.77%
Personal Property Tax	20,638,398	25,800,660	23,746,699
% of Total Revenues	17.74%	20.99%	19.96%
Local Sales Tax	8,691,278	9,000,000	9,000,000
% of Total Revenues	7.47%	7.32%	7.56%
Business License Tax	5,079,478	4,331,000	4,730,000
% of Total Revenues	4.37%	3.52%	3.98%
Other Local Revenues	15,293,968	17,645,514	15,177,923
% of Total Local Revenues	15.17%	17.51%	15.06%
<b>Total Local Revenues</b>	<b>\$100,785,351</b>	<b>\$108,279,498</b>	<b>\$103,541,349</b>
<b>Total Revenues</b>	<b>\$ 116,335,384</b>	<b>\$ 122,946,206</b>	<b>\$ 118,980,727</b>

The explanations that follows provide a brief description of each major local revenue source in the Fiscal Year 2023-2024 recommended 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 43% of the County’s general fund revenues for FY2023-2024. The chart below denotes assessed value for the most recent five years.

<b>Year</b>	<b>Assessed Value</b>
<b>2022</b>	<b>\$ 7,864,156,802</b>
2021	\$ 7,829,043,195
2020	\$ 7,718,884,841
2019	\$ 7,537,644,725
2018	\$ 7,301,289,087

**Public Service Corporations-Real Estate**

As of January 1, 2022, the assessed value of public service corporation real property in the County totaled \$420.8 million. The 2022 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 2022 to 71.7%.

**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.

Market changes from November 2020 through November 2021 produced nationwide shortages on new vehicles, which increased the demand for used vehicles. The effects of these supply chain issues resulted in increases to the NADA book values of those vehicles in 2022. Used car prices were averaging nearly 39% higher in 2022 when compared to 2021. In an effort to reduce the burden on citizens the Board of Supervisors voted to reduce the 2022 assessment to 92% of the loan value. In calendar year 2022, with the 92% of the assessed value factored, the assessed value of personal property for vehicles in the County totaled \$900 million; a 27% increase from the \$705 million assessed in 2021. These market shortages were only projected to last two years and the new 2023 NADA book values are already averaging 20% less than the 2022 values. Due to this volatility this revenue was hard to estimate for Fiscal Year 2024. The Fiscal Year 2024 estimate of this revenue is based on 2022 rates with a 20% estimated reduction 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, 2022, the assessed value of business personal property in the County totaled \$147 million. The Fiscal Year 2024 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 are expected to increase, with a value of \$288.7 million. Machinery and tools are 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.

<b>\$2.60 PP</b>		<b>\$2.00 PP</b>	
<b>Year</b>	<b>Assessed Value</b>	<b>Year</b>	<b>Assessed Value</b>
<b>2023-Estimated</b>	<b>\$ 727,108,013</b>	<b>2023-Estimated</b>	<b>\$ 147,777,350</b>
2022**	\$ 900,401,730	2022	\$ 147,777,350
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
*denotes an increase in the rate from 2.50 to 2.60			
**denotes an assessment at 92% of assessed value			

**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 7.5% of total revenues in Fiscal Year 2023-2024.

**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 2023-2024 budget reflects estimated collections of \$4.73 million, which accounts for approximately 3.98% 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 2023-2024 budget reflects estimated collections of \$4 million which accounts for approximately 3.36% of total revenues.

**Cigarette Tax**

The County enacted a tax on cigarette’s effective 1/1/2022. The current rate is \$0.15 per pack. This tax is levied on all cigarette sales in the County and is managed through a regional board. FY2023 was the first full year that the County received revenue on this tax and currently the revenue averages about \$30,000 per month. Total projected revenue for FY2024 is \$350,000.

**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 2024 revenues for selected sources. Decreases in recovered costs are due to the loss of Middle River Regional Jail’s fiscal agent fee. Decreases in charges for service are due to an estimated reduction in landfill tipping fees.

<b>Description</b>	<b>Estimated Revenue</b>
Permits, Fees and License	\$683,700
Fines & Forfeitures	250,150
Use of Money and Property	1,582,530
Recovered Costs	56,400
Charges for Services	2,485,059
Miscellaneous	40,684
<b>Total</b>	<b>\$5,098,523</b>

**State Revenues**

Approximately 11% 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 \$6.39 million or approximately 5.38% 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 \$1,420,055 or 1.19% of revenue from general fund sources. This category increased from last fiscal year due to the Augusta County Sheriff’s office being awarded a DCJS School Resource Officer grant.
- **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 \$5.4 million or approximately 4.58% 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 \$778,459 or 0.65% of the \$118.9 million FY2023-2024 general fund operating budget. This represents a 21% decrease over FY2022-2023 original budget due to

the conclusion of several grants previously awarded to the County. Some have been applied for in FY24 but the status of the award is not yet known, so it is not included in the recommended FY2023-2024 budget. If an award is made after this budget is approved, grants will be added during revision.

The chart below denotes State and Federal revenue projections for Fiscal Year 2023-2024.

Revenue Category	2021-2022 Actual	2022-2023 Revised	2023-2024 Recommended
State: Non-categorical Aid	\$6,504,088	\$6,447,198	\$6,397,690
Shared Expense	5,109,820	5,210,381	5,451,739
State: Other Categorical Aid	658,552	741,606	1,420,055
Federal Aid	941,843	896,144	778,459
<b>Total</b>	<b><u>\$13,214,303</u></b>	<b><u>\$13,295,329</u></b>	<b><u>\$14,047,943</u></b>

**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 \$428,266 which is an increase from FY2022-2023 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 the 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 \$802,450 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 \$2.07 million which increased from FY2022-2023 due to increased billing rates approved by the Board effective January 1, 2023. 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.

<b>COUNTY OF AUGUSTA</b>						
<b>REVENUE BY DEPARTMENT</b>						
<b>FY2024</b>						
		General		Department		Total
		<u>Tax Base</u>	<u>Percent</u>	<u>Revenue</u>	<u>Percent</u>	<u>Expenditures</u>
11010	Board of Supervisors	144,660	80%	35,684	20%	180,344
12010	County Administrator	1,126,908	100%	-	0%	1,126,908
12030	Personnel	367,813	100%	-	0%	367,813
12040	County Attorney	451,018	100%	-	0%	451,018
12090	Commissioner of Revenue	913,472	75%	299,324	25%	1,212,796
12100	Reassessment (from fund bal)	579,109	100%	-	0%	579,109
12110	Board of Equalization	4,300		-		4,300
12130	Treasurer	372,888	56%	289,953	44%	662,841
12150	Finance	511,406	100%	-	0%	511,406
12200	Information Technology	1,079,033	94%	68,945	6%	1,147,978
13010	Registrar	394,725	80%	101,691	20%	496,416
21010	Circuit Court Judge	208,355	100%	-	0%	208,355
21020	General District Court	18,744	100%	-	0%	18,744
21030	Magistrate	4,771	100%	-	0%	4,771
21060	Circuit Court Clerk	438,719	36%	775,495	64%	1,214,214
22010	Commonwealth Attorney	646,017	38%	1,052,042	62%	1,698,059
31020	Sheriff	5,390,278	53%	4,746,247	47%	10,136,525
31040	Emergency Operations	2,461,500	90%	280,483	10%	2,741,983
32010	Fire & Rescue	9,721,176	87%	1,401,500	13%	11,122,676
32020	Volunteer Fire & Rescue	1,986,730	100%	-	0%	1,986,730
32030	Fire Training	686,052	100%	-	0%	686,052
32040	SAFER	-	0%	-	0%	-
33030	J&D Court Clerk	32,075	80%	8,000	20%	40,075
33040	Court Services	4,800	100%	-	0%	4,800
33050	Juvenile & Probation	2,898,420	99%	30,200	1%	2,928,620
34010	Building Inspections	100,680	19%	416,000	81%	516,680
35010	Animal Control	706,587	92%	59,600	8%	766,187
35050	Emergency Management	107,285	100%	-	0%	107,285
41020	Highways & Roads	20,000	100%	-	0%	20,000
41040	Street Lights	121,000	100%	-	0%	121,000
42010	Sanitation & Waste	1,016,674	39%	1,613,600	61%	2,630,274
42020	Recycling Program	176,300	100%	-	0%	176,300
43010	Maintenance	2,223,349	100%	1,962	0%	2,225,311
51010	Health Department	692,687	96%	27,000	4%	719,687
51020	Tax Relief for the Elderly	360,833	100%	-	0%	360,833
71010	Parks & Recreation	438,883	47%	487,744	53%	926,627
71020	Natural Chimneys	-	#DIV/0!	-	#DIV/0!	-
73010	Library	1,565,186	88%	211,650	12%	1,776,836
73020	Churchville Library	-	#DIV/0!	-	#DIV/0!	-
81010	Community Development	1,059,002	87%	158,000	13%	1,217,002
81020	Tourism	464,943	99%	4,500	1%	469,443
81050	Economic Development	338,152	100%	-	0%	338,152
83010	Extension Office	158,418	100%	-	0%	158,418
83050	County Farm	2,760	41%	4,000	59%	6,760
92020	Non-Departmental	1,525,268	100%	-	0%	1,525,268
92030	Contributions	539,014	100%	-	0%	539,014
92040	Contingency	55,000	100%	-	0%	55,000
94000	Transfers to Other Funds	64,792,117	100%	-	0%	64,792,117
	TOTAL	106,907,107	90%	12,073,620	10%	118,980,727
		106,907,107		12,073,620		118,980,727

## 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

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## 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
21-23	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 2022-2023 revised budget totals \$55.4 million in general fund expenditures, excluding transfers. This represents an increase of 9% or \$4,646,828 compared to adopted FY2022-2023 budget. The chart below outlines the major expenditure categories:

Adopted budget	\$	50,767,778
Increases:		
Conservation of escrows		3,219,764
Operations adjustments		1,427,064
<b>Revised Budget</b>	<b>\$</b>	<b>55,414,606</b>

### 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, DSS transfer and CSA transfer in order to increase or decrease the balance of reserves used in FY23. An increase allows for the FY23 budget to continue to utilize the escrow balances, as they will not be depleted as quickly. A decrease utilizes more funding in FY23.

**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 inflation. These items netted to \$1,427,064 in the revised budget.



# Total Expenditures

Fiscal Year 2023-2024 budget for all funds are listed below.

<b>Augusta County</b>					
<b>Fiscal Year 2023-2024</b>					
<b>Total Expenditures-All Funds</b>					
	FY2021- 2022	FY2022 - 2023	FY2022 – 2023	FY2023 - 2024	% Change from
	Actual	Adopted	Revised	Recommended	FY2023
<b>General Operating Fund</b>					
General Government Administration	\$ 5,439,103	\$ 6,381,012	\$ 7,013,554	\$ 6,740,929	6%
Judicial Administration	3,076,313	3,208,141	3,125,491	3,144,143	-2%
Public Safety	27,770,376	28,700,691	32,501,528	31,037,613	8%
Public Works	4,924,687	4,933,151	5,048,965	5,172,885	5%
Health & Public Assistance	927,529	991,242	991,242	1,080,520	9%
Cultural	2,325,051	2,609,622	2,674,525	2,703,463	4%
Community Development	1,966,812	2,081,123	2,278,072	2,189,775	5%
Non-departmental & Contingencies	68,801,216	65,822,608	76,381,584	66,911,399	2%
<b>Subtotal-General Operating Fund</b>	<b>\$ 115,231,087</b>	<b>\$ 114,727,590</b>	<b>\$ 130,014,961</b>	<b>\$ 118,980,727</b>	<b>4%</b>
<b>Other:</b>					
Fire Revolving Loan Fund	\$ 574,068	\$ 605,000	\$ 1,105,000	\$ 605,000	0%
Asset Forfeiture Fund	31,703	48,000	69,092	48,000	0%
Economic Development Fund	457,107	402,400	832,450	802,450	99%
Revenue Recovery Fund	2,147,302	1,985,000	2,146,800	2,401,434	21%
CARES/ARPA Fund	1,104,461	8,083,025	7,753,838	6,702,143	0%
Virginia Public Assistance Fund	12,928,891	14,419,765	14,419,765	15,599,208	8%
Children’s Services Act Fund	4,492,280	5,500,000	5,189,024	5,500,000	0%
School Operating Fund	-	-	-	-	11%
School Cafeteria Fund	-	-	-	-	25%
School Capital Improvement Fund	-	-	-	-	1795%
Debt Fund	7,818,366	8,180,811	7,716,441	10,710,154	31%
Head Start Fund	-	-	-	-	23%
Governor's School Fund	-	-	-	-	5%
County Capital Improvement Fund	5,761,475	12,825,855	20,942,367	11,876,177	-7%
<b>Total Revenues</b>	<b>\$ 150,546,740</b>	<b>\$ 166,777,446</b>	<b>\$ 190,189,738</b>	<b>\$ 173,225,293</b>	<b>0%</b>

\*School fund totals were unavailable at time of printing

The General Government contributes to the Schools’ operations, capital (buses) and debt service. Below is a breakdown of allocation for FY2023-2024

Fund	Transferred to	Total FY24
General Fund (11)	School Operating (41)	\$ 49,028,505
General Fund (11)	School Capital (44)	\$ 1,080,000
General Fund (11)	Debt Fund (45)	\$ 7,256,250
		<b>\$ 57,364,755</b>

### **General Government**

**Employee Compensation** – The FY2023-2024 recommended budget does include 5% merit/COLA pay increase for full-time employees of the County effective 1/1/2024. The balanced budget includes a 5% pay increase for Constitutional Officers (employees of these offices fall under the County compensation plan) 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 recommended budget includes a 5.8% decrease 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** – A total of 31.5 FTEs were requested by various departments in the FY24 budget. These requests included an additional assistant county attorney, a tax collector for the Treasurer’s office, an assistant registrar, 2 assistant Commonwealth attorneys, and a deputy clerk for the Clerk of the Circuit Court. A permit specialist, an environmental inspector, as well as a part-time E&S inspector were requested by Community Development. Also requested were 7 new positions in the Sheriff’s office, a CAD administrator in ECC, and 13 Fire and Rescue positions which includes the Training Division. A request for another HR technician and an accountant was made with a start date of January 1, 2024. Along with these new positions, various reclasses were requested. This list can be found after the County Administrator’s letter. While the County found merit in all requested positions, we were unable to include them all into the recommended balanced budget for FY2023-2024. We did include in the balanced budget the following: a HR technician, an accountant, and a permit specialist as well as a few reclasses which are listed after the County Administrator’s letter.

### **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 6% increase when compared to the FY23 original adopted budget. Many departments had increases due to a 3% COLA that was effective 1/1/2023 and other increases related to inflation.

### **Judicial Administration**

Judicial Administration had a 2% decrease overall, this is due to the Commonwealth Attorney’s office receiving a federal 3-year opioid grant that will end on 9/30/2023. While the intent is to re-apply for this grant the outcome of the award is not yet known and has not been fully incorporated into the budget. Should the grant be awarded these changes will be reflected in the FY24 revised budget.

### **Public Safety**

Public Safety continues to be a priority for the County. When compared to the FY24 recommended budget, the overall increase totaled 8%. The Sheriff had an 11% increase over the FY23 adopted budget due to additional staffing added in FY23 under the SRO grant. Fire and Rescue had an increase of 4% in career due to operational increases related to additional staffing implemented in previous budget cycles and inflation. Fire and Rescue Training had a 10% increase in operating due to increases in part-time wages. ECC had a 20% increase due to an additional pay and reclass implemented by the Board after the original FY23 budget was adopted.

### **Public Works**

Public Works, as a whole, had an increase of 5% or \$239,734. This increase was due to operating costs associated with inflation and a new hauling contract for the waste sites.

### **Cultural**

Cultural budget overall increased by 4% or \$93,841. This increase was directly related to increased operation costs at the library.

### **Community Development**

Community Development budget increased 5% 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. This was cut drastically in FY21 and FY22 due to COVID. Community Development decreased 2% over the FY23 adopted budget due to employee retirements and attrition.

### **Health and Public Assistance**

Overall budget for Health and Public Assistance increased by 9% or \$89,278. The health department funding increased 15% when compared to the prior fiscal year. Tax Relief for the Elderly decreased by 1% due to less participants in the program.

### **Debt Service**

The total Debt Service budget totals \$10.7 million, which reflects a increase of 31% or \$2,529,343 over the prior fiscal year's original budget due to the addition of new debt service related to the new middle schools at Buffalo Gap and Riverheads.

### **Schools**

The combined County contribution to the Augusta County Public Schools totals \$57.3 million. This represents an increase of 2.2% compared to the prior year's contribution of \$56 million. This does include the transfer to the Schools Capital account of \$1,080,000 for continued replacement of buses as well as the County's contribution towards the school's debt service which totals \$7,256,250 annually.

### **Capital Projects**

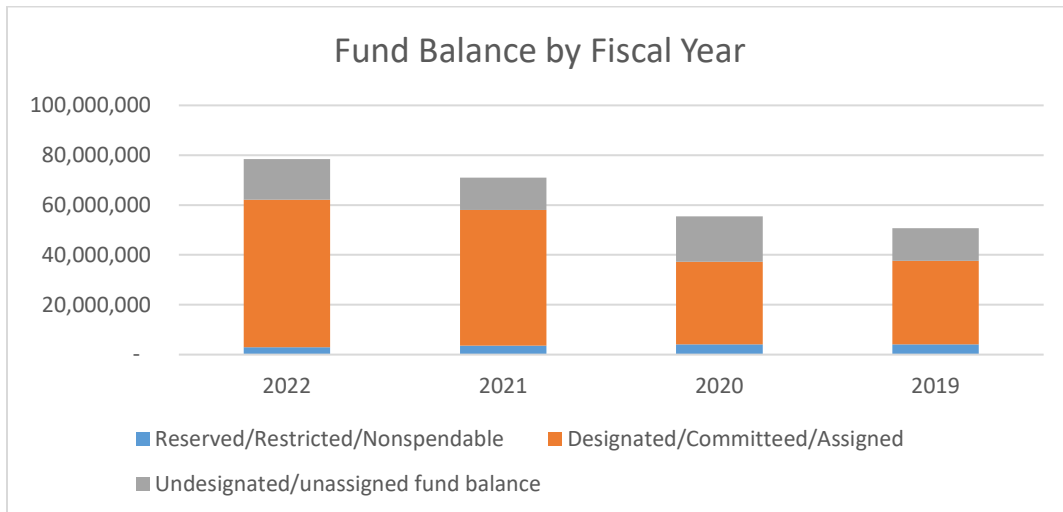
The Fiscal Year 2023-2024 recommended budget includes funding in the amount of \$8,139,326 for capital projects. Capital projects consist of several categories: infrastructure, depreciation accounts and current projects. Infrastructure accounts are designated by district and used upon Board approval 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. FY2023-2024 Recommended Budget
2. FY2022-23 Recommended Revised Budget
3. FY2022-2023 Original Adopted Budget

The chart below shows fund balance by fiscal year for the last four fiscal years per the annual financial audit. Note: FY23 is not yet complete, so information is unavailable.



**COUNTY OF AUGUSTA**

**RECOMMENDED**

**2023-2024**

FUND	BALANCE 7/1/2023	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2024
GENERAL OPERATING FUND	6,500,000	117,589,292	1,391,435	125,480,727	54,188,610	64,792,117	6,500,000
FIRE REVOLVING LOAN FUND	2,410,531	428,266	-	2,838,797	605,000	-	2,233,797
ASSET FORFEITURE FUND	181,646	12,300	-	193,946	48,000	-	145,946
ECONOMIC DEVELOPMENT FUND	-	802,450	-	802,450	802,450	-	-
REVENUE RECOVERY FUND	1,518,739	1,918,600	160,000	3,597,339	1,121,422	1,280,012	1,195,905
ARPA FUND	6,794,755	35,927	-	6,830,682	6,702,143	-	128,539
VIRGINIA PUBLIC ASSISTANCE	6,458	14,047,209	1,551,999	15,605,666	15,599,208	-	6,458
CSA	(0)	3,540,000	1,960,000	5,500,000	5,500,000	-	(0)
SCHOOL OPERATING FUND-GROWTH	3,000	-	49,028,505	49,031,505	49,028,505	-	3,000
SCHOOL CAFETERIA FUND	4,044,471	-	-	4,044,471	-	-	4,044,471
SCHOOL CAPITAL IMPROVEMENT	(2,859,326)	-	1,080,000	(1,779,326)	-	414,933	(2,194,259)
DEBT FUND	0	37,489	10,672,665	10,710,154	10,710,154	-	0
HEAD START FUND	5,142	-	-	5,142	-	-	5,142
GOVERNOR'S SCHOOL FUND	572,128	-	-	572,128	-	-	572,128
COUNTY CAPITAL IMPROVEMENT	56,009,653	3,760,017	4,379,309	64,148,979	8,139,326	3,736,851	52,272,802
<b>TOTALS</b>	<b>75,187,197</b>	<b>142,171,550</b>	<b>70,223,913</b>	<b>287,582,660</b>	<b>152,444,818</b>	<b>70,223,913</b>	<b>64,913,929</b>

\*school budget figures were unavailable at time of printing

**64,913,929**

COUNTY OF AUGUSTA

REVISED

2022-2023

FUND	BALANCE 7/1/2022	REVENUE	TRANSFERS IN	TOTAL AVAILABLE	EXPENDITURES	TRANSFERS OUT	BALANCE 6/30/2023
GENERAL OPERATING FUND	13,568,755	121,574,827	1,371,379	136,514,961	55,414,606	74,600,355	6,500,000
FIRE REVOLVING LOAN FUND	3,102,628	412,903	-	3,515,531	1,105,000	-	2,410,531
ASSET FORFEITURE FUND	196,472	54,266	-	250,738	69,092	-	181,646
ECONOMIC DEVELOPMENT FUND	-	832,450	-	832,450	832,450	-	-
REVENUE RECOVERY FUND	1,518,739	1,986,800	160,000	3,665,539	839,102	1,307,698	1,518,739
ARPA FUND	6,452,850	8,095,743	-	14,548,593	7,753,838	-	6,794,755
VIRGINIA PUBLIC ASSISTANCE	6,458	12,913,729	1,506,036	14,426,223	14,419,765	-	6,458
CSA	(0)	3,328,536	1,860,488	5,189,024	5,189,024	-	(0)
SCHOOL OPERATING FUND-GROWTH	3,000	-	47,743,342	47,746,342	47,743,342	-	3,000
SCHOOL CAFETERIA FUND	4,044,471	-	-	4,044,471	-	-	4,044,471
SCHOOL CAPITAL IMPROVEMENT	(1,025,730)	-	1,080,000	54,270	-	2,913,596	(2,859,326)
DEBT FUND	0	16,119	7,700,322	7,716,441	7,716,441	-	0
HEAD START FUND	5,142	-	-	5,142	-	-	5,142
GOVERNOR'S SCHOOL FUND	572,128	-	-	572,128	-	-	572,128
COUNTY CAPITAL IMPROVEMENT	56,054,749	2,774,001	18,123,270	76,952,020	20,219,179	723,188	56,009,653
<b>TOTALS</b>	<b>84,499,662</b>	<b>151,989,374</b>	<b>79,544,837</b>	<b>316,033,873</b>	<b>161,301,839</b>	<b>79,544,837</b>	<b>75,187,197</b>

\*school budget figures were unavailable at time of printing

COUNTY OF AUGUSTA

ADOPTED

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	113,427,334	1,300,256	121,227,590	50,767,778	63,959,812	6,500,000
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	82,461,596	47,743,342	130,207,938	130,204,938	-	3,000
SCHOOL CAFETERIA FUND	2,861,390	4,497,255	-	7,358,645	6,700,858	-	657,787
SCHOOL CAPITAL IMPROVEMENT	20,716,062	42,723,653	1,080,000	64,519,715	27,930,759	-	36,588,956
DEBT FUND	(0)	33,300	8,147,511	8,180,811	8,180,811	-	(0)
HEAD START FUND	677	3,768,156	-	3,768,833	3,768,156	-	677
GOVERNOR'S SCHOOL FUND	504,756	1,981,169	-	2,485,925	1,981,169	-	504,756
COUNTY CAPITAL IMPROVEMENT	52,471,145	6,940,421	4,810,198	64,221,764	11,319,700	1,506,155	51,395,909
<b>TOTALS</b>	<b>101,398,079</b>	<b>274,928,291</b>	<b>66,707,343</b>	<b>443,033,713</b>	<b>270,655,983</b>	<b>66,707,343</b>	<b>105,670,387</b>

105,670,387



# Revenue Summary



GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJCTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
<b>GENERAL OPERATING FUND</b>										
11000	GENERAL PROPERTY TAXES									
011010-0002	DELINQUENT TAXES-REAL ESTATE	(512,692)	67,088	(898,700)	(638,000)	(895,626)	(1,100,000)	(708,600)	(7,17,600)	
011010-0003	LAND REDEMPTIONS									
011010-0005	LAND USE ROLL-BACK TAXES	(173,734)	(210,780)	(265,436)	(185,500)	(139,071)	(216,650)	(216,650)	(216,650)	
011010-0010	ADVERTISING FEES-DEL TAXES			(191)	(300)		(900)	(300)	(300)	
011010-0011	ATTORNEY'S FEES-DEL TAXES			(805)	(300)	640				
011010-2019	2019 CURRENT TAXES-R.E.	(23,692,352)								
011010-2020	2020 CURRENT TAXES-R.E.	(22,204,912)								
011010-2021	2021 CURRENT TAXES-R.E.		(24,370,748)							
011010-2022	2022 CURRENT TAXES-R.E.		(22,934,196)	(24,112,309)	(24,012,200)	(24,501,294)	(24,550,000)	(23,183,000)	(23,183,000)	
011010-2023	2023 CURRENT TAXES-R.E.			(22,941,454)	(22,815,400)		(23,183,000)	(24,370,700)	(24,383,000)	
011010-2024	2024 CURRENT TAXES-R.E.						(49,050,550)	(48,479,250)	(48,500,550)	
	TOTAL DEPARTMENT	(46,583,690)	(47,448,636)	(48,218,895)	(47,651,700)	(25,635,351)	(49,050,550)	(48,479,250)	(48,500,550)	
011020-0002	DELINQUENT PUBLIC SERVICE R.									
011020-0003	CURRENT TAXES-P.P.-PUB. SERV	(22,467)	(18,588)	(20,250)	(16,402)	(18,088)	(18,088)	(20,435)	(20,435)	
011020-2017	2017 R.E.-PUBLIC SERVICE	1								
011020-2018	2018 R.E.-PUBLIC SERVICE	1								
011020-2019	2019 R.E.-PUBLIC SERVICE	(1,419,625)								
011020-2020	2020 R.E.-PUBLIC SERVICE	(1,422,167)	(1,460,714)	6,949						
011020-2021	2021 R.E.-PUBLIC SERVICE		(1,441,115)	(1,422,442)						
011020-2022	2022 R.E.-PUBLIC SERVICE		(1,447,841)	(1,463,900)	(1,463,900)	(1,128,836)	(1,128,836)	(1,288,177)	(1,288,177)	
011020-2023	2023 R.E.-PUBLIC SERVICE				(1,359,500)		(1,322,938)	(1,098,000)	(1,098,000)	
011020-2024	2024 R.E.-PUBLIC SERVICE							(2,406,612)	(2,406,612)	
	TOTAL DEPARTMENT	(2,864,287)	(2,920,417)	(2,883,584)	(2,839,802)	(1,146,920)	(2,469,862)	(2,406,612)	(2,406,612)	
011030-0001	CURRENT TAXES-PERSONAL PROPE	(12,909,768)	(13,482,876)	(15,726,209)	(18,873,121)	(19,473,138)	(20,698,000)	(16,627,000)	(18,561,057)	
011030-0002	DELINQUENT TAXES-PERSONAL PR	(375,976)	(195,275)	(152,409)	(319,000)	(153,256)	(250,000)	(316,500)	(316,500)	
011030-0003	MOBILE HOME TAXES	(199,210)	(204,657)	(201,230)	(216,970)	(199,101)	(223,572)	(237,707)	(237,707)	
	TOTAL DEPARTMENT	(13,484,954)	(13,882,808)	(16,079,848)	(19,409,091)	(19,825,495)	(21,171,572)	(17,181,207)	(19,115,264)	
011040-0001	CURRENT TAXES-MACHINERY & TO	(4,617,605)	(4,388,482)	(4,538,300)	(4,586,600)	(5,691,939)	(4,611,000)	(4,611,000)	(4,611,000)	
	TOTAL DEPARTMENT	(4,617,605)	(4,388,482)	(4,538,300)	(4,586,600)	(5,691,939)	(4,611,000)	(4,611,000)	(4,611,000)	
011060-0001	PENALTIES	(473,067)	(581,345)	(579,673)	(474,000)	(430,028)	(509,000)	(509,000)	(509,000)	
011060-0002	INTEREST	(455,933)	(115,263)	(715,926)	(467,000)	(565,110)	(600,000)	(545,000)	(545,000)	
	TOTAL DEPARTMENT	(929,000)	(696,608)	(1,295,599)	(941,000)	(995,138)	(1,109,000)	(1,054,000)	(1,054,000)	
	GENERAL PROPERTY TAXES	(68,479,506)	(69,336,951)	(73,016,226)	(75,428,193)	(53,194,843)	(78,411,984)	(73,732,069)	(75,687,426)	
12000	OTHER LOCAL TAXES									
012010-0001	LOCAL SALES & USE TAXES	(6,637,399)	(7,681,465)	(8,691,278)	(7,912,000)	(6,737,947)	(9,000,000)	(8,600,000)	(9,000,000)	
	TOTAL DEPARTMENT	(6,637,399)	(7,681,465)	(8,691,278)	(7,912,000)	(6,737,947)	(9,000,000)	(8,600,000)	(9,000,000)	
012020-0001	CONSUMER UTILITY TAXES	(1,734,273)	(1,907,015)	(1,858,092)	(1,804,000)	(1,150,128)	(1,804,000)	(1,818,000)	(1,818,000)	
	TOTAL DEPARTMENT	(1,734,273)	(1,907,015)	(1,858,092)	(1,804,000)	(1,150,128)	(1,804,000)	(1,818,000)	(1,818,000)	
012030-0001	BUSINESS & PROFESSIONAL LICE	(4,313,711)	(4,384,814)	(5,079,478)	(4,040,000)	(3,185,341)	(4,331,000)	(4,730,000)	(4,730,000)	
012030-0007	UTILITY LICENSE TAX	(287,038)	(296,508)	(290,508)	(276,000)	(171,348)	(276,000)	(282,000)	(282,000)	
	TOTAL DEPARTMENT	(4,580,749)	(4,681,322)	(5,369,986)	(4,316,000)	(3,356,689)	(4,607,000)	(5,012,000)	(5,012,000)	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
012060-0001	BANK FRANCHISE TAXES	(355,258)	(318,074)	(303,686)	(345,800)		(340,000)	(335,200)	(335,200)	
	TOTAL DEPARTMENT	(355,258)	(318,074)	(303,686)	(345,800)		(340,000)	(335,200)	(335,200)	
012070-0001	RECORDATION TAXES	(929,348)	(1,367,350)	(1,338,144)	(917,150)	(762,717)	(1,150,000)	(1,033,000)	(1,033,000)	
012070-0002	WILLS & ADMINISTRATION TAX	(24,673)	(27,100)	(34,560)	(25,600)	(24,035)	(38,000)	(28,700)	(28,700)	
	TOTAL DEPARTMENT	(954,021)	(1,394,450)	(1,372,724)	(942,750)	(786,752)	(1,188,000)	(1,061,700)	(1,061,700)	
012080-0001	CIGARETTE TAXES			(96,439)	(267,930)	(208,160)	(350,000)	(350,000)	(350,000)	
	TOTAL DEPARTMENT			(96,439)	(267,930)	(208,160)	(350,000)	(350,000)	(350,000)	
012100-0001	LODGING TAXES	(478,101)	(458,192)	(1,245,764)	(863,000)	(971,010)	(1,400,000)	(1,100,000)	(1,100,000)	
	TOTAL DEPARTMENT	(478,101)	(458,192)	(1,245,764)	(863,000)	(971,010)	(1,400,000)	(1,100,000)	(1,100,000)	
012110-0001	MEALS TAX	(2,458,068)	(2,584,282)	(4,039,442)	(3,800,000)	(2,990,754)	(4,200,000)	(4,000,000)	(4,000,000)	
	TOTAL DEPARTMENT	(2,458,068)	(2,584,282)	(4,039,442)	(3,800,000)	(2,990,754)	(4,200,000)	(4,000,000)	(4,000,000)	
012190-0001	INTEREST & PENALTY-LOCAL TAX	(70,316)	(108,359)	(115,360)	(81,600)	(26,379)	(62,000)	(78,500)	(78,500)	
	TOTAL DEPARTMENT	(70,316)	(108,359)	(115,360)	(81,600)	(26,379)	(62,000)	(78,500)	(78,500)	
	OTHER LOCAL TAXES	(17,268,185)	(19,135,476)	(23,092,771)	(20,333,080)	(16,227,819)	(22,951,000)	(22,355,400)	(22,755,400)	
13000	PERMITS, PRIV. FEES-REG. LICE									
013010-0001	ANIMAL LICENSES	(39,248)	(46,549)	(29,276)	(48,100)	(22,261)	(32,000)	(42,000)	(42,000)	
	TOTAL DEPARTMENT	(39,248)	(46,549)	(29,276)	(48,100)	(22,261)	(32,000)	(42,000)	(42,000)	
013030-0001	PRIMARY ELECTION REIMB.	(45,070)				(100)	(100)			
013030-0004	LAND USE APPLICATION FEES	(27,821)	(30,695)	(36,172)	(34,500)	(29,227)	(38,000)	(31,500)	(31,500)	
013030-0005	TRANSFER FEES	(2,191)	(2,693)	(2,527)	(2,100)	(1,491)	(2,100)	(2,200)	(2,200)	
013030-0006	CELLULAR TOWER FEES	(9,000)	(5,000)	(4,000)	(10,000)	(500)	(10,000)	(10,000)	(10,000)	
013030-0007	ZONING & SUBDIVISION PERMITS	(24,040)	(27,990)	(34,450)	(24,000)	(21,805)	(30,000)	(28,800)	(28,800)	
013030-0008	BUILDING PERMITS	(171,642)	(195,569)	(380,881)	(190,100)	(197,253)	(280,000)	(190,100)	(190,100)	
013030-0009	TEMP.CERTIFICATES OF OCCUPAN	(500)	(900)	(100)	(500)	(720)	(900)	(500)	(500)	
013030-0010	ELECTRICAL PERMITS	(60,707)	(58,420)	(117,825)	(58,200)	(84,932)	(120,000)	(78,900)	(78,900)	
013030-0011	EROSION & SEDIMENT FEES (BLD	(46,938)	(53,563)	(50,313)	(48,000)	(23,527)	(48,000)	(48,000)	(48,000)	
013030-0012	PLUMBING PERMITS	(44,315)	(32,066)	(49,709)	(36,800)	(39,564)	(58,000)	(42,000)	(42,000)	
013030-0013	REINSPECTION FEES	(600)	(510)	(1,725)	(500)	(1,125)	(1,500)	(500)	(500)	
013030-0014	MECHANICAL PERMITS	(45,358)	(34,416)	(80,952)	(38,800)	(44,667)	(75,000)	(53,500)	(53,500)	
013030-0015	PRECIOUS METAL PERMITS	(1,400)	(1,200)	(600)	(800)	(600)	(800)	(800)	(800)	
013030-0016	DANCE HALL PERMITS				(200)		(200)	(200)	(200)	
013030-0017	STORMWATER FEE-LOCAL	(58,499)	(68,881)	(64,450)	(68,300)	(43,492)	(68,300)	(61,700)	(61,700)	
013030-0018	EMERGENCY FALSE ALARM FEES	(6,850)	(6,710)	(7,050)	(7,000)	(3,700)	(7,000)	(7,000)	(7,000)	
013030-0019	AGRICULTURAL STRUCTURAL PERM	(660)	(750)	(710)	(800)	(350)	(800)	(700)	(700)	
013030-0020	MECHANIC'S LIEN FEE	(550)	(600)	(500)	(500)	(304)	(500)	(500)	(500)	
013030-0021	SOLAR FEES									
013030-0032	SPEC. USE PERMITS & VAR. FEE	(13,350)	(24,950)	(26,175)	(17,300)	(20,725)	(30,000)	(20,000)	(20,000)	
013030-0034	ZONING APPLICATION FEES	(6,591)	(5,712)	(9,550)	(5,500)	(5,500)	(6,000)	(7,200)	(7,200)	
013030-0035	AMUSEMENT DEVICE PERMITS	(225)	(140)	(345)	(300)	(300)	(300)	(300)	(300)	
013030-0036	EROSION & SEDIMENT CONTROL F	(7,150)	(4,300)	(1,800)	(6,000)	(6,000)	(6,000)	(6,000)	(6,000)	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
013030-0037	SITE PLAN FEES	(5,275)	(12,120)	(12,730)	(8,500)	(9,125)	(12,000)	(8,500)	(8,500)	(8,500)
013030-0038	SANITATION FEES	(24,840)	(27,000)	(54,866)	(24,200)	(78,960)	(85,000)	(27,000)	(27,000)	(27,000)
013030-0039	ADMINISTRATIVE PERMITS	(2,570)	(3,170)	(11,725)	(3,000)	(8,650)	(11,000)	(5,800)	(5,800)	(5,800)
	TOTAL DEPARTMENT	(606,142)	(597,355)	(949,165)	(585,900)	(622,317)	(893,500)	(641,700)	(641,700)	(641,700)
	PERMITS, PRIV. FEES-REG. LIC	E 645,390-	(643,904)	(978,441)	(634,000)	(644,578)	(925,500)	(683,700)	(683,700)	(683,700)
14000	FINES & FORFEITURES									
014010-0001	COUNTY FINES & FORFEITURES	(266,817)	(225,450)	(215,655)	(275,000)	(148,882)	(250,000)	(235,000)	(235,000)	(235,000)
014010-0003	VEHICLE VIOLATIONS	(320)	(15)	(95)	(150)	(95)	(150)	(150)	(150)	(150)
014010-0004	DOG VIOLATION FINES	(18,153)	(13,410)	(10,980)	(16,000)	(7,073)	(15,000)	(15,000)	(15,000)	(15,000)
	TOTAL DEPARTMENT	(285,290)	(239,875)	(226,635)	(291,150)	(156,050)	(265,150)	(250,150)	(250,150)	(250,150)
	FINES & FORFEITURES	(285,290)	(239,875)	(226,635)	(291,150)	(156,050)	(265,150)	(250,150)	(250,150)	(250,150)
15000	REV. USE OF MONEY & PROPERTY									
015010-0001	INTEREST ON BANK DEPOSITS	(774,115)	(299,476)	(362,107)	(320,000)	(1,444,040)	(2,200,000)	(1,000,000)	(1,200,000)	(1,200,000)
	TOTAL DEPARTMENT	(774,115)	(299,476)	(362,107)	(320,000)	(1,444,040)	(2,200,000)	(1,000,000)	(1,200,000)	(1,200,000)
015020-0001	RENTAL ON GENERAL PROPERTY	(321,105)	(329,985)	(326,660)	(322,584)	(155,925)	(324,130)	(324,130)	(324,130)	(324,130)
015020-0004	GIS SALES		(10)	(10)						
015020-0006	SALE OF MATERIALS & SUPPLIES	(2,623)	(29,792)	(1,583)	(3,500)	(1,456)	(2,000)	(2,800)	(2,800)	(2,800)
015020-0007	SALE OF SALVAGE & SURPLUS	(2,008)	(11,694)	(93)	(3,000)	(1,742)	(3,000)	(3,000)	(3,000)	(3,000)
015020-0008	SALE OF RECYCLABLE MATERIALS	(432)	(15,782)	(65,980)	(7,600)	(15,471)	(30,000)	(7,600)	(7,600)	(7,600)
015020-0009	SALE OF MATERIALS & SUPPLIES	(42,961)	(52,341)	(30,095)	(44,000)	(22,908)	(35,000)	(41,000)	(41,000)	(41,000)
015020-0011	BERRY FARM/MILL PLACE OPERAT	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)	(4,000)
015020-0013	UNCLAIMED ABANDONED PROPERTY		(1,300)	(10,331)						
	TOTAL DEPARTMENT	(373,129)	(444,894)	(438,652)	(384,684)	(201,512)	(398,130)	(382,530)	(382,530)	(382,530)
	REV. USE OF MONEY & PROPERT	(1,147,244)	(744,370)	(800,759)	(704,684)	(1,645,552)	(2,598,130)	(1,382,530)	(1,582,530)	(1,582,530)
16000	CHARGES FOR SERVICES									
016010-0002	EXCESS FEES-CLK OF CIRCUIT C	(22,824)	(25,556)	(74,543)	(25,250)		(25,250)	(25,250)	(25,250)	(25,250)
016010-0003	SHERIFF'S FEES	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)	(3,609)
016010-0004	CRIMINAL RECORDS CHECK-SHERI	(1,560)	(2,221)	(2,320)	(2,500)	(1,160)	(2,000)	(2,400)	(2,400)	(2,400)
016010-0005	COURTHOUSE FEES	(56,331)	(51,960)	(42,316)	(60,400)	(33,383)	(52,000)	(55,800)	(55,800)	(55,800)
016010-0006	TREASURER'S COLLECTIONS FEES	(113,337)	(86,949)	(86,460)	(84,900)	(33,612)	(87,000)	(87,000)	(87,000)	(87,000)
016010-0007	CONCEALED WEAPONS PERMITS	(48,569)	(71,915)	(37,976)	(42,800)	(32,205)	(42,800)	(42,500)	(42,500)	(42,500)
016010-0008	COURTHOUSE SECURITY FEES	(91,849)	(151,592)	(130,194)	(128,500)	(104,805)	(150,000)	(135,000)	(135,000)	(135,000)
016010-0009	TREASURER'S ADMINISTRATIVE F	(15,083)	(5,684)	(4,445)	(5,600)	(1,946)	(5,600)	(5,600)	(5,600)	(5,600)
016010-0010	E-SUMMONS FEES	(25,812)	(24,582)	(17,271)	(36,500)	(15,206)	(23,000)	(31,400)	(31,400)	(31,400)
	TOTAL DEPARTMENT	(378,974)	(427,070)	(399,134)	(390,059)	(225,926)	(391,259)	(388,559)	(388,559)	(388,559)
016020-0001	COMMONWEALTH ATTORNEY FEES	(7,439)	(9,369)	(9,015)	(8,200)	(5,403)	(8,200)	(8,200)	(8,200)	(8,200)
	TOTAL DEPARTMENT	(7,439)	(9,369)	(9,015)	(8,200)	(5,403)	(8,200)	(8,200)	(8,200)	(8,200)
016050-0002	MISCELLANEOUS JAIL FEES	(33,910)	(25,773)	(30,080)	(28,400)	(19,547)	(30,000)	(30,200)	(30,200)	(30,200)
	TOTAL DEPARTMENT	(33,910)	(25,773)	(30,080)	(28,400)	(19,547)	(30,000)	(30,200)	(30,200)	(30,200)
016080-0001	LANDFILL TIPPING FEES	(1,711,376)	(1,656,855)	(1,585,108)	(1,847,200)	(1,251,694)	(1,881,000)	(1,847,200)	(1,593,600)	(1,593,600)
	TOTAL DEPARTMENT	(1,711,376)	(1,656,855)	(1,585,108)	(1,847,200)	(1,251,694)	(1,881,000)	(1,847,200)	(1,593,600)	(1,593,600)

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
016130-0001	CAMPING FEES	(108,738)	(190,997)	(306,774)	(270,000)	(180,806)	(270,000)	(290,000)	(290,000)	
016130-0002	VISITOR FEES	(4)								
016130-0003	EVENT FEES	(6,960)	(250)	(2,720)	(10,000)	(4,253)	(6,000)	(8,000)	(8,000)	
016130-0004	RENTAL FEES	(5,465)	(10,143)	(19,703)	(16,000)	(4,940)	(16,000)	(18,500)	(18,500)	
016130-0005	FIREWOOD/SALES ITEMS	(4,033)	(4,370)	(14,601)	(20,000)	(21,557)	(27,000)	(30,000)	(30,000)	
016130-0006	RECREATION FEES	(109,852)	(42)	(32,539)	(60,000)	(114,739)	(115,000)	(85,000)	(85,000)	
016130-0007	C.A.R.E. PROGRAM FEES	(221,714)	(315)	(85)						
016130-0008	KIDS CAMP FEES	36,887	(242)		(83,500)					
016130-0010	POOL FEES	(21,666)	(10,270)	(43,247)	(30,000)	(21,308)	(36,300)	(32,000)	(32,000)	
	TOTAL DEPARTMENT	(441,545)	(216,629)	(419,669)	(479,500)	(347,603)	(470,300)	(463,500)	(463,500)	
016150-0001	LIBRARY FINES & FEES	(4,209)	(1,747)	(1,635)	(500)	(904)	(1,000)	(500)	(500)	
016150-0002	LIBRARY COLLECTION FEES	(1,344)	(259)	(39)	(100)	(100)	(100)	(100)	(100)	
	TOTAL DEPARTMENT	(5,553)	(2,000)	(1,674)	(600)	(904)	(1,100)	(600)	(600)	
	CHARGES FOR SERVICES	(2,578,797)	(2,338,696)	(2,444,680)	(2,753,959)	(1,851,077)	(2,781,859)	(2,738,259)	(2,485,059)	
18000	MISCELLANEOUS									
018990-0003	DONATIONS & SPECIAL GIFTS									
018990-0006	MISCELLANEOUS	(10,267)	(315,308)	(11,487)	(5,000)	288	(5,000)	(5,000)	(5,000)	
018990-0007	OPIOID SETTLEMENT FUNDS					(214,310)	(214,310)	(35,684)	(35,684)	
	TOTAL DEPARTMENT	(10,267)	(315,308)	(11,487)	(5,000)	(214,022)	(219,310)	(40,684)	(40,684)	
	MISCELLANEOUS	(10,267)	(315,308)	(11,487)	(5,000)	(214,022)	(219,310)	(40,684)	(40,684)	
19000	RECOVERED COSTS									
019120-0003	MIRRIA RECOVERED COSTS	(124,273)	(133,491)	(142,879)	(60,000)	(42,744)	(42,744)			
019120-0004	LIBRARY E-RATE REIMBURSEMENT			(2,860)	(3,000)	(20,292)	(20,292)			
019120-0005	OTHER RECOVERED COSTS	(56,606)	(107,024)	(58,718)	(98,700)	(17,432)	(47,100)	(47,800)	(47,800)	
019120-0006	ANIMAL CONTROL RESTITUTION P	(6,679)	(2,592)	(1,307)	(600)	(7,792)	(8,000)	(600)	(600)	
	TOTAL DEPARTMENT	(187,558)	(243,107)	(205,764)	(162,300)	(88,260)	(118,136)	(48,400)	(48,400)	
019330-0001	REIMB.-J & D COURT COST	(8,467)	(7,007)	(8,588)	(7,600)	(8,429)	(8,429)	(8,000)	(8,000)	
	TOTAL DEPARTMENT	(8,467)	(7,007)	(8,588)	(7,600)	(8,429)	(8,429)	(8,000)	(8,000)	
	RECOVERED COSTS	(196,025)	(250,114)	(214,352)	(159,900)	(96,689)	(126,565)	(56,400)	(56,400)	
20000	REVENUE FROM THE COMMONWEALTH									
22000	REVENUE FROM THE COMMONWEALTH									
022010-0001	ABC PROFITS									
022010-0002	WINE TAXES									
022010-0003	MOTOR VEHICLE CARRIER TAXES	(79,871)	(77,968)	(76,581)	(76,581)	(58,025)	(58,025)	(78,100)	(78,100)	
022010-0005	MOBILE HOME TITLING TAXES	(165,900)	(123,181)	(189,237)	(132,440)	(105,896)	(211,000)	(159,400)	(159,400)	
022010-0006	TIMBER SALES-STATE	(10,304)	(1,256)	(1,598)	(1,800)	(468)	(468)	(1,800)	(1,800)	
022010-0008	MOTOR VEHICLE LEASING TAXES	(87,892)	(71,427)	(99,406)	(80,816)	(72,374)	(110,000)	(86,200)	(86,200)	
022010-0010	STATE RECORDATION TAX	(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	(2,070,423)	(1,893,277)	(1,787,687)	(1,932,300)	(1,159,960)	(1,740,190)	(1,740,190)	(1,740,190)	
022010-0013	MOPED SALES TAX	(20,529)	(44,406)	(40,037)	(42,440)	(23,333)	(30,000)	(34,900)	(34,900)	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET	
022010-0014	GAMING REVENUES		(73,296)	(12,960)							
022010-0015	PEER TO PEER VEHICLE SHARING		(120)	(689)	(837)	(893)	(1,515)	(1,100)	(1,100)		
	TOTAL DEPARTMENT	(6,930,146)	(6,580,926)	(6,504,088)	(6,423,214)	(5,502,142)	(6,447,198)	(6,397,690)	(6,397,690)		
	REVENUE FROM THE COMMONWEAL	(6,930,146)	(6,580,926)	(6,504,088)	(6,423,214)	(5,502,142)	(6,447,198)	(6,397,690)	(6,397,690)		
23000	REVENUE FROM THE COMMONWEAL										
023000-0001	CLERK OF CIRCUIT COURT EXPEN	(418,405)	(433,839)	(469,226)	(465,431)	(337,473)	(482,772)	(506,911)	(506,911)		
023000-0002	CIR. CT. STENOGRAPHER REIMBU	(71,166)	(90,075)	(89,325)	(79,464)	(100,404)	(91,350)	(83,500)	(83,500)		
	TOTAL DEPARTMENT	(489,571)	(523,914)	(558,551)	(544,895)	(437,877)	(574,122)	(590,411)	(590,411)		
023010-0001	COMMONWEALTH ATTORNEY EXPENS	(605,218)	(619,035)	(782,342)	(779,807)	(542,245)	(816,414)	(857,235)	(857,235)		
023010-0002	VICTIM-WITNESS GRANT	(16,403)	(27,673)	(32,601)	(33,208)	(6,407)	(33,208)	(33,208)	(33,208)		
	TOTAL DEPARTMENT	(621,621)	(646,708)	(814,943)	(813,015)	(548,652)	(849,622)	(890,443)	(890,443)		
023020-0001	SHERIFF'S DEPT. EXPENSES	(2,936,621)	(2,951,875)	(3,228,460)	(3,338,346)	(1,911,508)	(3,244,016)	(3,406,217)	(3,406,217)		
	TOTAL DEPARTMENT	(2,936,621)	(2,951,875)	(3,228,460)	(3,338,346)	(1,911,508)	(3,244,016)	(3,406,217)	(3,406,217)		
023030-0001	COMM. OF REVENUE EXPENSES	(225,322)	(223,363)	(237,253)	(244,262)	(170,994)	(252,975)	(265,624)	(265,624)		
	TOTAL DEPARTMENT	(225,322)	(223,363)	(237,253)	(244,262)	(170,994)	(252,975)	(265,624)	(265,624)		
023040-0001	TREASURERS EXPENSES	(171,904)	(172,004)	(181,057)	(184,915)	(127,075)	(187,955)	(197,353)	(197,353)		
	TOTAL DEPARTMENT	(171,904)	(172,004)	(181,057)	(184,915)	(127,075)	(187,955)	(197,353)	(197,353)		
023060-0001	REGISTRAR/LECTORAL BD. EXPE	(51,702)	(54,516)	(89,556)	(74,152)	(650)	(101,691)	(101,691)	(101,691)		
	TOTAL DEPARTMENT	(51,702)	(54,516)	(89,556)	(74,152)	(650)	(101,691)	(101,691)	(101,691)		
	REVENUE FROM THE COMMONWEAL	(4,496,741)	(4,572,380)	(5,109,820)	(5,199,585)	(3,196,756)	(5,210,381)	(5,451,739)	(5,451,739)		
24000	REVENUE FROM THE COMMONWEAL										
024040-0002	WIRELESS E-911 PSAP FUNDING	(249,342)	(261,062)	(310,045)	(250,000)	(190,577)	(273,483)	(273,483)	(273,483)		
024040-0004	EMS GRANT-MOTOR VEHICLE FEES		(87,590)								
024040-0007	LITTER CONTROL GRANTS	(16,768)	(16,246)	(22,993)	(18,000)	(20,550)	(20,550)	(20,000)	(20,000)		
024040-0009	LIBRARY AID	(169,973)	(185,987)	(185,254)	(184,258)	(157,670)	(210,227)	(211,050)	(211,050)		
024040-0010	PERFORMING ARTS-GRANT	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)	(4,500)		
024040-0012	SPAY/NEUTER REIMB & DMV PLAT	(1,901)	(2,654)	(2,501)	(2,000)	(2,568)	(2,000)	(2,000)	(2,000)		
024040-0013	DEPT OF HEALTH&R INSTR GR										
024040-0014	TECHNOLOGY TRUST FUND	(30,972)	(42,580)	(49,032)	(40,000)	(24,980)	(40,000)	(40,000)	(40,000)		
024040-0015	GRANT-RESTORATION OF RECORDS	(6,328)	(10,153)	(12,598)	(48,682)	(48,682)	(48,682)	(47,687)	(47,687)		
024040-0017	FOREST SUSTAINABILITY FUND					(24,164)	(24,164)	(24,164)	(24,164)		
024040-0018	SRO SALARY GRANT						(90,000)	(797,171)	(797,171)		
	TOTAL DEPARTMENT	(479,784)	(610,772)	(586,923)	(547,440)	(473,691)	(713,606)	(1,420,055)	(1,420,055)		
024050-0005	SPF-SIG GRANT (VCSB)										
024050-0006	DEPT BEH HLTH & DEV.VCSB-TDO	(56,833)	(79,873)	(71,629)		(14,001)	(28,000)				
024050-0007	DRUG FREE COMMUNITIES OOO-GA										
	TOTAL DEPARTMENT	(56,833)	(79,873)	(71,629)		(14,001)	(28,000)				
	REVENUE FROM THE COMMONWEAL	(536,617)	(690,645)	(658,552)	(547,440)	(487,692)	(741,606)	(1,420,055)	(1,420,055)		

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET	
30000	REVENUE FROM THE FEDERAL G										
32000	REVENUE FROM THE FEDERAL G										
032010-0001	CDBG-FIELDS OF GOLD AGRITOUR REVENUE FROM THE FEDERAL G										
033010-0001	GROUND TRANSPORTATION GRANT	(51,388)	(32,843)	(27,513)	(42,300)	(3,147)	(37,000)	(37,000)	(37,000)		
033010-0003	JUSTICE ASSISTANCE GRANTS (J			(31,485)		(1,705)	(15,958)				
033010-0006	PAYMENT IN LIEU OF TAXES	(585,829)	(584,143)	(598,406)	(577,915)	(577,915)	(577,915)	(580,578)	(580,578)		
033010-0008	VICTIM-WITNESS GRANT	(49,209)	(83,020)	(76,068)	(77,485)	(14,951)	(77,485)	(69,736)	(69,736)		
033010-0009	EMERGENCY MGMT. PERF GRANT (					(14,228)	(14,882)	(14,882)	(14,882)		
033010-0011	SANE GRANT	(11,617)	(10,380)	(16,190)	(15,243)	(30,506)	(15,243)	(15,243)	(15,243)		
033010-0012	DOMESTIC VIOLENCE GRANT	(17,174)	(31,020)	(16,676)	(31,020)	(14,344)	(31,020)	(31,020)	(31,020)		
033010-0015	BULLET PROOF VEST GRANT	(8,149)	(2,552)	(4,159)	(8,012)	(8,012)	(8,012)				
033010-0016	FIREFIGHTERS GRANT PROGRAM (		(80,912)								
033010-0017	TECH RESCUE		(2,026)		(2,000)						
033010-0018	ACSO CEFV COVID GRANT CFDA.1		(49,883)	(26,714)		(629)	(629)				
033010-0026	OPIOD & SUBSTANCE ABUSE GRAN		(66,962)	(144,632)	(193,154)	(58,271)	(118,000)	(30,000)	(30,000)		
	TOTAL DEPARTMENT	(723,376)	(943,743)	(941,843)	(947,129)	(145,793)	(896,144)	(778,459)	(778,459)		
	REVENUE FROM THE FEDERAL	(723,376)	(943,743)	(941,843)	(947,129)	(145,793)	(896,144)	(778,459)	(778,459)		
41000	NON-REVENUE RECEIPTS										
41050	TRANSFERS FROM OTHER FUNDS										
041050-0015	TRANSFER FROM REVENUE RECOVER	(783,413)	(1,104,963)	(1,403,563)	(1,241,376)	(1,035,598)	(1,307,698)	(1,280,012)	(1,280,012)		
041050-0020	TRANSFER FROM CARES FUND	(1,118,188)	(4,839,852)	(932,167)							
041050-0070	TRANSFER FROM CO. CAP. IMPR	(1,975,000)			(58,880)		(63,681)	(63,681)	(111,423)		
	TOTAL DEPARTMENT	(3,876,551)	(5,944,815)	(2,335,730)	(1,300,256)	(1,035,598)	(1,371,379)	(1,343,693)	(1,391,435)		
	NON-REVENUE RECEIPTS	(3,876,551)	(5,944,815)	(2,335,730)	(1,300,256)	(1,035,598)	(1,371,379)	(1,343,693)	(1,391,435)		
	TOTAL FOR FUND	(107,174,135)	(111,737,205)	(116,335,384)	(114,727,590)	(84,398,611)	(122,946,206)	(116,630,828)	(118,980,727)		

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJCTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
<b>FIRE REVOLVING LOAN FUND</b>										
51000	LOAN REPAYMENT & STATE FUN									
051000-0001	FIREMAN'S INSURANCE FUND	(285,247)	(277,545)	(294,767)	(279,186)		(307,267)	(322,630)		(322,630)
051000-0002	REPAYMENT OF LOANS	(164,638)	(129,500)	(162,183)	(85,636)	63,369	(105,636)	(105,636)		(105,636)
	TOTAL DEPARTMENT	(429,885)	(407,045)	(456,950)	(364,822)	63,369	(412,903)	(428,266)		(428,266)
	LOAN REPAYMENT & STATE FU	(429,885)	(407,045)	(456,950)	(364,822)	63,369	(412,903)	(428,266)		(428,266)
	- TOTAL FOR FUND	(429,885)	(407,045)	(456,950)	(364,822)	63,369	(412,903)	(428,266)		(428,266)
<b>ASSET FORFEITURE FUND</b>										
15000	REV. FROM USE OF MONEY & PRO									
15010	REV FROM USE OF MONEY & PROP									
015010-0001	INTEREST ON BANK DEPOSITS	(3,867)	(2,352)	(2,180)	(1,500)		(2,266)	(1,500)		(1,500)
	TOTAL DEPARTMENT	(3,867)	(2,352)	(2,180)	(1,500)		(2,266)	(1,500)		(1,500)
	REV. FROM USE OF MONEY & PR	(3,867)	(2,352)	(2,180)	(1,500)		(2,266)	(1,500)		(1,500)
41000	NON-REVENUE RECEIPTS									
041000-0001	SEIZED FUNDS-LOCAL	(246)	(1,339)	(16,275)	(800)	(20,371)	(22,000)	(800)		(800)
041000-0002	SEIZED FUNDS-STATE	(42,520)	(86,606)	(71,195)	(10,000)	(28,394)	(30,000)	(10,000)		(10,000)
041000-0003	SEIZED FUNDS-FEDERAL			(14,130)						
	TOTAL DEPARTMENT	(42,766)	(87,945)	(101,600)	(10,800)	(48,765)	(52,000)	(10,800)		(10,800)
	NON-REVENUE RECEIPTS	(42,766)	(87,945)	(101,600)	(10,800)	(48,765)	(52,000)	(10,800)		(10,800)
	- TOTAL FOR FUND	(46,633)	(90,297)	(103,780)	(12,300)	(48,765)	(54,266)	(12,300)		(12,300)
<b>ECONOMIC DEVELOPMENT FUND</b>										
14000	REVENUES									
014000-0002	GRANTS - COUNTY	(478,983)	(167,020)	(455,215)	(400,000)		(830,000)	(800,000)		(800,000)
	TOTAL DEPARTMENT	(478,983)	(167,020)	(455,215)	(400,000)		(830,000)	(800,000)		(800,000)
	REVENUES	(478,983)	(167,020)	(455,215)	(400,000)		(830,000)	(800,000)		(800,000)
015010-0001	INTEREST ON INVESTMENTS									
015010-0002	INTEREST ON LOANS									
019120-0005	RECOVERED COSTS									
41000	NON-REVENUE RECEIPTS - COU									
041000-0002	LOCAL FUNDS - COUNTY JV FROM		(1,815)	(1,892)	(2,400)	(1,877)	(2,450)	(2,450)		(2,450)
	TOTAL DEPARTMENT		(1,815)	(1,892)	(2,400)	(1,877)	(2,450)	(2,450)		(2,450)
	NON-REVENUE RECEIPTS - CO		(1,815)	(1,892)	(2,400)	(1,877)	(2,450)	(2,450)		(2,450)
	- TOTAL FOR FUND	(478,983)	(168,835)	(457,107)	(402,400)	(1,877)	(832,450)	(802,450)		(802,450)

3/05/2023 8:51:08 GL067H CO#121 COUNTY OF AUGUSTA - B U D G E T - R E V E N U E A C C O U N T I N G P E R I O D 2 0 2 3 / 0 2 P A G E 1										
GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
REVENUE RECOVERY FUND										
15000	REV. FROM USE OF MONEY & PRO									
015010-0001	INTEREST ON BANK DEPOSITS	(5,436)	(3,051)	(3,587)	(3,000)	(13,456)	(19,800)	(3,600)	(3,600)	(3,600)
	TOTAL DEPARTMENT	(5,436)	(3,051)	(3,587)	(3,000)	(13,456)	(19,800)	(3,600)	(3,600)	(3,600)
	REV. FROM USE OF MONEY & PR	(5,436)	(3,051)	(3,587)	(3,000)	(13,456)	(19,800)	(3,600)	(3,600)	(3,600)
18000	MISCELLANEOUS REVENUE									
018990-0001	REVENUE RECOVERY RECEIPTS	(1,544,600)	(1,838,394)	(1,984,254)	(1,822,000)	(1,394,803)	(1,967,000)	(1,915,000)	(1,915,000)	(1,915,000)
	TOTAL DEPARTMENT	(1,544,600)	(1,838,394)	(1,984,254)	(1,822,000)	(1,394,803)	(1,967,000)	(1,915,000)	(1,915,000)	(1,915,000)
	MISCELLANEOUS REVENUE	(1,544,600)	(1,838,394)	(1,984,254)	(1,822,000)	(1,394,803)	(1,967,000)	(1,915,000)	(1,915,000)	(1,915,000)
41000	NON-REVENUE RECEIPTS									
41050	TRANSFERS FROM OTHER FUNDS									
041050-0011	TRANSFER FROM GENERAL FUND	(160,000)	(160,000)	(160,000)	(160,000)	(38,167)	(160,000)	(160,000)	(160,000)	(160,000)
	TOTAL DEPARTMENT	(160,000)	(160,000)	(160,000)	(160,000)	(38,167)	(160,000)	(160,000)	(160,000)	(160,000)
	NON-REVENUE RECEIPTS	(160,000)	(160,000)	(160,000)	(160,000)	(38,167)	(160,000)	(160,000)	(160,000)	(160,000)
	-TOTAL FOR FUND	(1,710,036)	(2,001,445)	(2,147,841)	(1,985,000)	(1,446,426)	(2,146,800)	(2,078,600)	(2,078,600)	(2,078,600)
ARPA FUND										
015010-0001	INTEREST ON BANK DEPOSITS	(2,708)	(22,604)	(41,598)	(37,156)	(201,473)	(392,918)			
	TOTAL DEPARTMENT	(2,708)	(22,604)	(41,598)	(37,156)	(201,473)	(392,918)			
	INTEREST ON BANK DEPOSITS	(2,708)	(22,604)	(41,598)	(37,156)	(201,473)	(392,918)			
33000	REVENUE FROM THE FEDERAL G									
033010-0001	CARES ACT	(6,592,144)	(6,592,144)							
033010-0002	DEPT OF ELECTIONS-CARES FUND		(63,669)							
033010-0003	FAST TRACK BROADBAND GRANT-C		(900,441)							
033010-0004	UTILITY RELIEF		(42,679)	(74,634)						
033010-0005	AFG COVID GRANT-FEMA		(62,769)							
033010-0006	AMERICAN RESCUE PLAN ACT (AR		(7,338,128)			(7,338,128)	(7,338,128)			
033010-0007	LIBRARY OF VA-ARPA FUNDS			(23,358)						
033010-0008	VTC ARPA FUNDS (CFDA 21.027)			(75,000)						
033010-0009	LATCF REVENUE SHARING COUNTY	(6,592,144)	(14,999,830)	(172,992)		(162,812)	(325,624)	(35,927)	(35,927)	(35,927)
	TOTAL DEPARTMENT	(6,592,144)	(14,999,830)	(172,992)		(7,500,940)	(7,702,825)	(35,927)	(35,927)	(35,927)
	REVENUE FROM THE FEDERAL	(6,592,144)	(14,999,830)	(172,992)		(7,500,940)	(7,702,825)	(35,927)	(35,927)	(35,927)
	-TOTAL FOR FUND	(6,594,852)	(15,022,434)	(214,590)	(37,156)	(7,702,413)	(8,095,743)	(35,927)	(35,927)	(35,927)



3/05/2023 8:51:08 GL067H CO#121 COUNTY OF AUGUSTA - BUDGET - REVENUE ACCOUNTING PERIOD 2023/02 PAGE 1												
GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET		
VIRGINIA PUBLIC ASSISTANCE												
24000	FROM STATE FUNDS											
024010-0002	PUBLIC ASSISTANCE	(2,691,594)	(2,325,725)	(2,627,761)	(2,805,045)	(1,752,472)	(2,805,045)	(3,197,964)	(3,197,964)			
024010-0007	ADMINISTRATIVE REIMBURSEMENT	(8,956,110)	(8,673,647)	(9,159,075)	(10,108,684)	(5,622,326)	(10,108,684)	(10,849,245)	(10,849,245)			
	TOTAL DEPARTMENT	(11,647,704)	(10,999,372)	(11,786,836)	(12,913,729)	(7,374,798)	(12,913,729)	(14,047,209)	(14,047,209)			
	FROM STATE FUNDS	(11,647,704)	(10,999,372)	(11,786,836)	(12,913,729)	(7,374,798)	(12,913,729)	(14,047,209)	(14,047,209)			
30000	REVENUE FROM THE FEDERAL G											
33000	REVENUE FROM THE FEDERAL G											
41000	NON-REVENUE RECEIPTS											
41050	TRANSFERS FROM OTHER FUNDS											
041050-0011	TRANSFERS FROM GENERAL FUND	(910,365)	(1,736,885)	(1,142,056)	(1,295,745)	(898,949)	(1,506,036)	(1,551,999)	(1,276,340)			
041050-0070	TRANSFERS FROM CAPITAL IMPR.	(910,365)	(1,736,885)	(1,142,056)	(1,506,036)	(898,949)	(1,506,036)	(1,551,999)	(275,659)			
	TOTAL DEPARTMENT	(910,365)	(1,736,885)	(1,142,056)	(1,506,036)	(898,949)	(1,506,036)	(1,551,999)	(1,551,999)			
	NON-REVENUE RECEIPTS	(910,365)	(1,736,885)	(1,142,056)	(1,506,036)	(898,949)	(1,506,036)	(1,551,999)	(1,551,999)			
	-TOTAL FOR FUND	(12,558,069)	(12,736,257)	(12,928,892)	(14,419,765)	(8,273,747)	(14,419,765)	(15,599,208)	(15,599,208)			
COMPREHENSIVE SERVICES ACT												
24000	FROM STATE FUNDS											
024010-0009	COMPREHENSIVE SERVICES ACT	(3,081,805)	(3,238,837)	(2,986,460)	(3,540,000)	(2,021,813)	(3,328,536)	(3,540,000)	(3,540,000)			
	TOTAL DEPARTMENT	(3,081,805)	(3,238,837)	(2,986,460)	(3,540,000)	(2,021,813)	(3,328,536)	(3,540,000)	(3,540,000)			
	FROM STATE FUNDS	(3,081,805)	(3,238,837)	(2,986,460)	(3,540,000)	(2,021,813)	(3,328,536)	(3,540,000)	(3,540,000)			
41000	TRANSFERS FROM OTHER FUNDS											
041050-0011	TRANSFERS FROM GENERAL FUND	(1,719,404)	(1,641,544)	(1,505,820)	(1,550,000)	(1,297,261)	(1,860,488)	(1,960,000)	(1,550,000)			
041050-0070	TRANSFERS FROM CAPITAL IMPRO	(1,719,404)	(1,641,544)	(1,505,820)	(1,960,000)	(1,297,261)	(1,860,488)	(1,960,000)	(410,000)			
	TOTAL DEPARTMENT	(1,719,404)	(1,641,544)	(1,505,820)	(1,960,000)	(1,297,261)	(1,860,488)	(1,960,000)	(1,960,000)			
	TRANSFERS FROM OTHER FUND	(1,719,404)	(1,641,544)	(1,505,820)	(1,960,000)	(1,297,261)	(1,860,488)	(1,960,000)	(1,960,000)			
	-TOTAL FOR FUND	(4,801,209)	(4,880,381)	(4,492,280)	(5,500,000)	(3,319,074)	(5,189,024)	(5,500,000)	(5,500,000)			

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJCTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
	DEBT FUND									
16000	SEWER CHARGES									
16190	LOCAL RECEIPTS									
016190-0001	GREENVILLE SEWER CHARGES-ACS	(30,180)	(33,919)	(69,738)	(33,300)	(16,119)	(16,119)	(37,489)	(37,489)	
	TOTAL DEPARTMENT	(30,180)	(33,919)	(69,738)	(33,300)	(16,119)	(16,119)	(37,489)	(37,489)	
	SEWER CHARGES	(30,180)	(33,919)	(69,738)	(33,300)	(16,119)	(16,119)	(37,489)	(37,489)	
24000	FROM STATE FUNDS									
41000	NON-REVENUE RECEIPTS									
41040	OTHER FINANCING SOURCES									
041040-0006	OSCB REIMBURSEMENT OF INTERE									
41050	TRANSFERS FROM OTHER FUNDS									
041050-0011	TRANSFERS FROM GENERAL FUND	(7,323,616)	(7,270,996)	(7,086,281)	(7,320,527)	(7,115,114)	(4,127,219)	(7,317,963)	(7,317,963)	
041050-0044	TRANSFERS FROM SCHOOL CAPITA	(1,182,745)	(636,866)	(662,347)	(826,984)		(2,913,596)	(414,933)	(414,933)	
041050-0070	TRANSFERS FROM CO. CAP. IMPR	(8,506,361)	(7,907,862)	(7,748,628)	(8,147,511)	(7,115,114)	(7,700,322)	(2,939,769)	(2,939,769)	
	TOTAL DEPARTMENT	(8,506,361)	(7,907,862)	(7,748,628)	(8,147,511)	(7,115,114)	(7,700,322)	(10,672,665)	(10,672,665)	
	NON-REVENUE RECEIPTS	(8,506,361)	(7,907,862)	(7,748,628)	(8,147,511)	(7,115,114)	(7,700,322)	(10,672,665)	(10,672,665)	
	-TOTAL FOR FUND	(8,536,541)	(7,941,781)	(7,818,366)	(8,180,811)	(7,131,233)	(7,716,441)	(10,710,154)	(10,710,154)	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
<b>COUNTY CAPITAL IMPROVEMENT</b>										
12000	LOCAL TAXES									
12110	LOCAL TAXES									
012110-0001	MEALS TAX-CRAIGSVILLE									
15000	REV. FROM USE OF MONEY &									
015010-0001	INTEREST INCOME-SNAP ACCOUNT									
015010-0002	INTEREST INCOME-CRESCENT LOA									
	TOTAL DEPARTMENT	(13,224)	(9,918)	(6,612)	(3,306)		(3,306)			
		(13,224)	(9,918)	(6,612)	(3,306)		(3,306)			
015020-0007	SALE OF SALVAGE & SURPLUS	(29,642)	(21,280)	(11,789)	(5,000)	(6,990)	(6,990)	(5,000)	(5,000)	(5,000)
	TOTAL DEPARTMENT	(29,642)	(21,280)	(11,789)	(5,000)	(6,990)	(6,990)	(5,000)	(5,000)	(5,000)
	REV. FROM USE OF MONEY &	(42,866)	(31,198)	(18,401)	(8,306)	(6,990)	(10,296)	(5,000)	(5,000)	(5,000)
18000	MISCELLANEOUS									
018030-0003	EXPENDITURE REFUNDS	(70)	(6)	(6)		(1)	(1)			
	TOTAL DEPARTMENT	(70)	(6)	(6)		(1)	(1)			
018990-0003	MISC-INFRASTRUCTURE ACCT REC		(1,351)			(2,913)	(2,913)			
018990-0009	INSURANCE PROCEEDS	(90,000)	(20,601)	(2,317)	(30,000)			(30,000)	(30,000)	(30,000)
	TOTAL DEPARTMENT	(90,000)	(21,952)	(2,317)	(30,000)	(2,913)	(2,913)	(30,000)	(30,000)	(30,000)
	MISCELLANEOUS	(90,070)	(21,952)	(2,323)	(30,000)	(2,914)	(2,914)	(30,000)	(30,000)	(30,000)
19000	RECOVERED COSTS									
019020-0001	RECOVERED COSTS	(60,000)	(69,400)	(360,000)	(60,000)		(60,000)			
019020-0004	LOCAL CONTRIBUTIONS-FIRING R	(41,050)	(3,562)	(14,590)	(40,000)	(18,850)	(40,000)	(40,000)	(40,000)	(40,000)
	TOTAL DEPARTMENT	(101,050)	(72,962)	(374,590)	(100,000)	(18,850)	(100,000)	(40,000)	(40,000)	(40,000)
019120-0004	LIBRARY E-RATE REIMBURSEMENT		(8,200)	(17,000)	(17,000)			(17,000)	(17,000)	(17,000)
	TOTAL DEPARTMENT		(8,200)	(17,000)	(17,000)			(17,000)	(17,000)	(17,000)
	RECOVERED COSTS	(101,050)	(81,162)	(391,590)	(117,000)	(18,850)	(100,000)	(57,000)	(57,000)	(57,000)
24000	FROM THE COMMONWEALTH									
24030	FROM THE COMMONWEALTH									
024030-0003	COMMONWEALTH OF VA-VDOT	(109,095)	(73,157)	(116,491)		(38,101)	(149,287)	(1,185,506)	(1,185,506)	(1,185,506)
024030-0004	COMMONWEALTH OF VA-GOF(GOV O			(1,100,000)						
024030-0005	COMM OF VA-ECON DEVELOPMENT	(109,095)	(923,157)	(1,216,491)		(38,101)	(149,287)	(1,185,506)	(1,185,506)	(1,185,506)
	TOTAL DEPARTMENT	(109,095)	(923,157)	(1,216,491)		(38,101)	(149,287)	(1,185,506)	(1,185,506)	(1,185,506)
024040-0001	PSAP E911 WIRELESS GRANT				(660,664)					
024040-0005	HAZARDOUS MATERIALS GRANT				(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
024040-0006	RESCUE SQUAD ASSISTANCE FUND									
024040-0007	BURN BUILDING GRANT		(60,001)							
024040-0009	WATERSHED/FLOOD PROTECTION-D		(902,164)							
024040-0010	BROADBAND GRANT-DHCD		(383,016)	(383,016)	(490,620)	(167,637)	(707,318)			(700,000)
024040-0011	DUPONT SETTLEMENT GRANT	(20,096)	(15,769)	(335,176)	(800,000)		(48,000)	(700,000)	(700,000)	(700,000)

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJCTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET	
024040-0012	NG911 GRANT			(41,349)	(2,177,645)			(926,325)	(926,325)		
024040-0013	DEQ-SLAF GRANT	(35,067)	(977,934)	(402,739)	(4,138,929)	(177,637)	(765,318)	(1,636,325)	(1,636,325)		
	TOTAL DEPARTMENT										
	FROM THE COMMONWEALTH	(144,162)	(1,901,091)	(2,388,771)	(4,138,929)	(215,738)	(914,605)	(2,821,831)	(2,821,831)		
30000	FROM FEDERAL FUNDS										
33000	FROM FEDERAL										
033010-0005	HOMELAND SECURITY GRANTS										
033010-0010	SHSP-ECC		(100,750)								
033010-0011	EMPG-EOC	(11,797)	(17,967)								
	TOTAL DEPARTMENT	(11,797)	(118,717)								
033020-0003	TRANSPORTATION ENHANCEMENT G	(209,411)			(1,800,000)						
	TOTAL DEPARTMENT	(209,411)			(1,800,000)						
033070-0002	WATERSHED/FLOOD PROTECTION-D	(1,880,961)	(1,105,576)								
	TOTAL DEPARTMENT	(1,880,961)	(1,105,576)								
	FROM FEDERAL	(2,102,169)	(1,224,295)		(1,800,000)						
41000	NON-REVENUE RECEIPTS										
041020-0001	SALE OF LAND			(3,039,500)		(900,000)	(900,000)				
041020-0098	SALE OF ASSET-MRRJ CAPACITY	(846,186)	(846,186)	(846,186)	(846,186)	(846,186)	(846,186)	(846,186)	(846,186)		
	TOTAL DEPARTMENT	(846,186)	(846,186)	(3,885,686)	(846,186)	(1,746,186)	(1,746,186)	(846,186)	(846,186)		
41050	TRANSFERS FROM OTHER FUNDS										
041050-0011	TRANSFERS FROM GENERAL FUND	(9,492,542)	(16,124,132)	(11,287,013)	(4,810,198)		(18,123,270)	(4,379,309)	(4,379,309)		
041050-0041	TRANSFERS FROM SCHOOL OPERAT	(9,492,542)	(16,124,132)	(11,287,013)	(4,810,198)		(18,123,270)	(4,379,309)	(4,379,309)		
	TOTAL DEPARTMENT	(10,338,728)	(16,970,318)	(15,172,699)	(5,656,384)	(1,746,186)	(19,869,456)	(5,225,495)	(5,225,495)		
	NON-REVENUE RECEIPTS										
	-TOTAL FOR FUND	(12,819,045)	(20,230,016)	(17,973,784)	(11,750,619)	(1,990,678)	(20,897,271)	(8,139,326)	(8,139,326)		



# Expenditure Summary

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
GENERAL OPERATING FUND										
10000	GENERAL GOVERNMENT ADMIN									
11010	BOARD OF SUPERVISORS									
011010-1600	COMPENSATION OF MEMBERS	70,548	75,744	75,744	75,744	50,496	75,744	75,744	75,744	75,744
011010-2100	EMPLOYERS SHARE-FICA	4,760	5,061	5,210	5,795	3,471	5,501	5,794	5,794	5,794
011010-2300	EMPLOYERS SHARE-HOSPITALIZAT	16,188	16,618	17,328	17,688	11,174	17,282	17,688	16,416	16,416
011010-3120	CONTRACTUAL-STATE ASSEMBLY	26,381	26,495	27,345	28,250	20,340	28,500	29,500	29,500	29,500
011010-3125	CENSUS, SURVEYS, REPORTS	13,161	17,867	10,504	21,310	17,939	36,945	39,310	39,310	39,310
011010-5203	TELEPHONE SERVICES	1,161	2,308	2,721	2,880	1,921	2,880	2,880	2,880	2,880
011010-5501	TRAVEL EXPENSES	12,751	4,526	8,376	11,000	6,619	9,000	13,700	10,700	10,700
011010-5502	EXPENSES-STATE ASSEMBLY									
011010-6001	OFFICE SUPPLIES	130	185			58	58			
011010-8001	EQUIPMENT	1,550	360	1,300						
	TOTAL DEPARTMENT	146,630	149,164	148,528	162,667	112,018	175,910	184,616	180,344	180,344
	BOARD OF SUPERVISORS	146,630	149,164	148,528	162,667	112,018	175,910	184,616	180,344	180,344
12000	GENERAL GOVT ADMIN									
12010	COUNTY ADMINISTRATOR									
012010-1100	SALARIES & WAGES	566,742	607,627	644,353	671,370	437,571	672,640	692,211	692,211	692,211
012010-1300	SALARIES & WAGES/PART-TIME	5,516	6,864	9,197	7,500	4,969	10,000	10,000	10,000	10,000
012010-2100	EMPLOYERS SHARE-FICA	40,014	42,912	46,061	51,934	29,380	47,958	53,719	53,719	53,719
012010-2210	EMPLOYERS SHARE-RETIREMENT	52,236	61,528	64,913	67,054	45,171	68,293	69,219	69,219	69,219
012010-2300	EMPLOYERS SHARE-HOSPITALIZAT	53,335	58,382	60,552	53,064	39,438	56,498	53,064	49,248	49,248
012010-2400	EMPLOYERS SHARE-GROUP LIFE I	7,257	7,713	8,137	8,648	5,826	8,808	8,927	8,927	8,927
012010-2500	EMPLOYERS SHARE-VRS HYBRID S	305	369	382	609	267	404	409	409	409
012010-2700	WORKERS COMPENSATION INS.	397	414	435	479	414	414	455	455	455
012010-3121	AUDITING-CONTRACTUAL	58,700	59,100	62,740	68,215	68,215	68,215	69,480	69,480	69,480
012010-3124	COST ALLOCATION PLAN	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
012010-3600	ADVERTISING	4,180	4,905	8,199	7,000	2,735	7,000	7,000	7,000	7,000
012010-3700	MARKETING & COMMUNICATIONS	15	12,230	8,260	85,000	87,827	88,000	108,000	108,000	108,000
012010-5201	POSTAL SERVICES	795	541	2,257	700	147	700	700	700	700
012010-5203	TELEPHONE SERVICES	4,654	4,915	4,952	5,040	3,275	5,040	5,040	5,040	5,040
012010-5305	MOTOR VEHICLE INSURANCE	1,109	1,104	1,093	1,200	1,112	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	3,700	3,700	3,700
012010-5501	TRAVEL EXPENSES	7,193	2,555	7,047	6,500	7,978	8,500	8,800	8,500	8,500
012010-5801	DUES & SUBSCRIPTIONS	20,789	22,948	22,374	23,000	25,549	23,500	23,500	23,500	23,500
012010-6001	OFFICE SUPPLIES	6,912	8,289	8,166	6,200	6,894	9,100	8,600	8,600	8,600
012010-6008	MOTOR VEHICLE FUEL	1,491	69	887	1,200	1,102	2,000	2,000	2,000	2,000
012010-6009	MOTOR VEHICLE MAINT. & SUPPL	80	450	197	500	168	500	1,000	1,000	1,000
012010-8002	FURNITURE & FIXTURES	7,242	527	1,853		264	9,700	9,400		
	TOTAL DEPARTMENT	846,629	911,109	1,047,722	1,072,913	775,969	1,096,170	1,140,424	1,126,908	1,126,908
12030	HUMAN RESOURCES									
012030-1100	SALARIES & WAGES	196,164	207,429	215,833	222,670	152,060	228,733	252,717	252,717	252,717
012030-1300	SALARIES & WAGES/PART-TIME						6,900			
012030-2100	EMPLOYERS SHARE-FICA	13,497	14,533	15,119	17,034	10,406	17,048	19,333	19,333	19,333
012030-2210	EMPLOYERS SHARE-RETIREMENT	18,498	21,373	22,460	23,135	15,603	23,570	26,257	26,257	26,257

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
012030-2300	EMPLOYERS SHARE-HOSPITALIZAT	25,434	27,017	27,912	26,532	18,431	27,163	30,954	28,728	
012030-2400	GROUP LIFE INSURANCE	2,570	2,679	2,815	2,984	2,012	3,040	3,386	3,386	
012030-2500	EMPLOYERS SHARE-VRS HYBRID S	190	192	199	333	139	211	318	318	
012030-2700	WORKERS COMPENSATION INS.	153	145	151	166	142	142	156	156	
012030-3102	WELLNESS PROGRAM			41		558				
012030-3103	COBRA FEES						1,185	2,705	2,705	
012030-3323	BACKGROUND CHECKS		670		800	525	1,000	1,000	1,000	
012030-3600	ADVERTISING	1,389	1,139	385	1,350	75	1,350	1,350	1,000	
012030-5201	POSTAGE SERVICES	528	611	595	700	661	700	700	700	
012030-5203	TELEPHONE SERVICES	728	1,085	1,172	1,189	787	1,189	1,189	1,189	
012030-5501	TRAVEL EXPENSES	114	250		500	407	500	1,000	1,000	
012030-5504	IN-SERVICE TRAINING & EDUCAT	13,824	2,500	14,331	21,000	12,877	21,000	23,035	21,000	
012030-5506	EMPLOYEE RECOGNITION & AWARD	92	182	95	1,000	159	1,000	1,000	800	
012030-5801	DUES & SUBSCRIPTIONS	699	259	259	709	229	299	299	299	
012030-6001	OFFICE SUPPLIES	3,705	4,018	5,165	3,000	3,153	3,000	3,000	3,000	
012030-8001	EQUIPMENT								1,725	
012030-8002	FURNITURE & FIXTURES								2,500	
	TOTAL DEPARTMENT	277,585	284,082	307,522	323,102	218,224	338,030	372,624	367,813	
	12040 COUNTY ATTORNEY									
012040-1100	SALARIES & WAGES	230,308	250,543	295,191	301,259	203,288	305,103	384,885	305,445	
012040-1300	SALARIES & WAGES/PART-TIME	756	1,272	1,472		1,309	3,000			
012040-2100	EMPLOYERS SHARE-FICA	16,255	17,991	21,480	23,046	14,312	22,187	29,444	23,367	
012040-2210	EMPLOYERS SHARE-RETIREMENT	22,165	26,077	30,944	31,301	21,234	31,855	39,990	31,736	
012040-2300	EMPLOYERS SHARE-HOSPITALIZAT	28,994	22,277	26,532	26,532	20,279	28,535	35,376	24,624	
012040-2400	EMPLOYERS SHARE-GROUP LIFE I	3,079	3,269	3,879	4,037	2,739	4,108	5,157	4,093	
012040-2500	EMPLOYERS SHARE-VRS HYBRID S	216						396		
012040-2700	WORKERS COMPENSATION INS.	169	208	203	223	194	194	213	213	
012040-3120	CONTRACT SERVICES	102,973	266,155	52,318	100,000	2,747	40,000	100,000	40,000	
012040-5201	POSTAGE	134	164	172	330	212	330	350	350	
012040-5203	TELEPHONE SERVICES	970	1,653	1,766	2,000	1,199	2,000	2,110	2,110	
012040-5501	TRAVEL EXPENSES/EDUCATION	2,152	1,410	2,908	4,500	390	4,500	4,940	4,940	
012040-5801	DUES & SUBSCRIPTIONS	1,937	1,552	1,957	3,520	1,902	3,520	3,340	3,340	
012040-6001	OFFICE SUPPLIES	2,094	2,674	2,674	2,750	1,734	2,750	2,800	2,800	
012040-6004	LAW BOOKS	1,899	2,322	2,986	8,000	2,413	8,000	8,560	8,000	
012040-8001	FURNITURE & FIXTURES	4,629	805				1,000			
	TOTAL DEPARTMENT	418,730	598,458	444,482	507,498	273,952	457,082	617,561	451,018	
	12090 COMMISSIONER OF THE REVENUE									
012090-1100	SALARIES & WAGES	620,267	663,551	648,214	745,835	501,996	760,630	782,152	782,152	
012090-1300	SALARIES & WAGES/PART-TIME	205	3,604	7,650						
012090-2100	EMPLOYERS SHARE-FICA	45,843	48,672	47,477	57,056	36,282	56,572	59,835	59,835	
012090-2210	EMPLOYERS SHARE-RETIREMENT	58,491	66,409	68,032	77,492	52,374	79,246	81,265	81,265	
012090-2300	EMPLOYERS SHARE-HOSPITALIZAT	84,889	84,670	96,984	106,128	62,370	100,386	106,128	98,496	
012090-2400	EMPLOYERS SHARE-GROUP LIFE I	8,126	8,325	8,528	9,994	6,755	10,221	10,481	10,481	
012090-2500	EMPLOYERS SHARE-VRS HYBRID S	182	510	782	1,925	826	1,256	1,292	1,292	
012090-2700	WORKERS COMPENSATION INS.	3,495	3,546	3,809	4,190	1,916	1,916	2,108	2,108	
012090-3320	MAINTENANCE SERVICE CONTRACT	1,323	659	1,908	695	695	695	695	695	
012090-3501	CONTRACTUAL ASSESSMENTS-NADA	10,590	11,609	14,528	12,000		15,000	15,000	15,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
012090-3600	ADVERTISING		160		400		500	500	500	
012090-4100	DATA PROCESSING SERVICES	27,388	73,580	74,230	80,964	67,742	78,542	87,132	87,132	
012090-5201	POSTAL SERVICES	33,968	34,884	39,067	34,500	9,951	39,754	40,400	40,000	
012090-5203	TELEPHONE SERVICES	3,077	3,510	3,522	3,100	2,125	3,246	3,100	3,100	
012090-5305	MOTOR VEHICLE INSURANCE	1,109	1,104	1,093	1,200	1,112	1,112	1,200	1,200	
012090-5501	TRAVEL EXPENSES	4,050	2,072	6,484	7,180	2,568	8,720	8,720	7,720	
012090-5801	DUES & SUBSCRIPTIONS	1,705	1,385	2,135	1,920	725	1,820	1,820	1,820	
012090-6001	OFFICE SUPPLIES	17,800	17,779	27,405	18,000	14,162	18,000	18,300	18,000	
012090-6008	MOTOR VEHICLE FUEL	943	442	707	700	796	1,500	1,500	1,500	
012090-6009	MOTOR VEHICLE MAINT. & SUPPL	124	212		500	442	500	500	500	
012090-8002	FURNITURE & FIXTURES	1,145								
	TOTAL DEPARTMENT	924,720	1,026,683	1,052,728	1,163,779	762,142	1,179,616	1,222,128	1,212,796	
12100	REASSESSMENT									
012100-3329	CONTRACTUAL SERVICES				529,185	116,393	975,835	573,109	573,109	
012100-3600	ADVERTISING									
012100-5201	POSTAGE						15,000			
012100-5203	TELEPHONE SERVICES	486			1,000	198	1,000	1,000	1,000	
012100-6001	OFFICE SUPPLIES				5,000	1,125	5,000	5,000	5,000	
012100-8001	COMPUTER EQUIPMENT	17,977								
012100-8002	FURNITURE & FIXTURES									
	TOTAL DEPARTMENT	18,463			535,185	117,716	996,835	579,109	579,109	
12110	BOARD OF EQUALIZATION									
012110-1600	COMPENSATION OF BOARD MEMBER	1,200						3,000	3,000	
012110-3600	ADVERTISING							700	700	
012110-5201	POSTAGE	51						100	100	
012110-5203	TELEPHONE	105						500	500	
012110-6001	OFFICE SUPPLIES									
	TOTAL DEPARTMENT	1,356						4,300	4,300	
12130	TREASURER									
012130-1100	SALARIES & WAGES	352,135	378,624	392,945	407,389	270,210	408,002	455,441	419,626	
012130-1300	SALARIES & WAGESPART-TIME	732	130	692		514	1,000			
012130-2100	EMPLOYERS SHARE-FICA	26,745	28,835	30,028	31,165	20,469	31,075	34,841	32,101	
012130-2210	EMPLOYERS SHARE-RETIREMENT	33,206	38,604	40,616	42,328	28,182	42,498	47,320	43,599	
012130-2300	EMPLOYERS SHARE-HOSPITALIZAT	50,895	54,851	57,126	61,908	34,122	56,868	70,752	57,456	
012130-2400	EMPLOYERS SHARE-GROUP LIFE I	4,613	4,839	5,091	5,459	3,635	5,481	6,103	5,623	
012130-2500	EMPLOYERS SHARE-VRS HYBRID S	298	328	390	633	381	574	770	581	
012130-2700	WORKERS COMPENSATION INS.	274	260	276	304	259	259	285	285	
012130-3600	ADVERTISING				144	72	300	300	300	
012130-4100	DATA PROCESSING SERVICES	12,075	14,012	22,510	26,000	17,437	25,000	26,000	24,200	
012130-5201	POSTAL SERVICES	50,653	51,864	54,722	52,000	50,767	53,000	53,000	53,000	
012130-5203	TELEPHONE SERVICES	2,425	2,396	2,397	2,550	1,581	2,550	2,600	2,600	
012130-5307	MONEY & SECURITIES INSURANCE	1,057	2,106	1,068	1,000	1,087	1,087	1,200	1,200	
012130-5501	TRAVEL EXPENSES	1,110	1,386	2,338	2,500	619	2,500	2,500	2,500	
012130-5801	DUES & SUBSCRIPTIONS	1,125	1,375	1,475	1,600	1,350	1,500	1,600	1,600	
012130-6001	OFFICE SUPPLIES	12,326	13,553	12,850	12,500	11,240	16,000	14,000	14,000	
012130-6018	DOG TAGS	945	675	533	1,000	1,210	1,170	1,170	1,170	



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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET				
012130-6099	DELINQUENT TAX COLLECTION EX	1,926	2,735	2,199	3,600	1,300	2,500	3,000	3,000					
012130-8002	FURNITURE & FIXTURES		595	256			700							
	TOTAL DEPARTMENT	562,540	597,384	627,656	652,436	444,435	652,064	720,882	662,841					
12150	FINANCE													
012150-1100	SALARIES & WAGES	293,507	280,007	288,595	294,910	197,173	298,425	346,246	346,246					
012150-2100	EMPLOYERS SHARE-FICA	21,308	20,341	21,006	22,561	14,614	22,481	26,488	26,488					
012150-2210	EMPLOYERS SHARE-RETIREMENT	27,891	29,902	29,902	30,641	20,555	31,075	35,975	35,975					
012150-2300	EMPLOYERS SHARE-HOSPITALIZ	48,250	43,707	45,746	45,989	23,485	40,868	50,411	46,786					
012150-2400	EMPLOYERS SHARE-GROUP LIFE I	3,875	3,508	3,748	3,952	2,651	4,008	4,640	4,640					
012150-2500	EMPLOYERS SHARE-VRS HYBRID S	1,019	869	909	1,563	651	984	1,140	1,140					
012150-2700	WORKERS COMPENSATION INS.	253	174	184	202	189	190	208	208					
012150-4100	DATA PROCESSING SERVICES	5,301	6,152	15,069	7,777	7,690	24,250	25,173	25,173					
012150-5201	POSTAL SERVICES	3,295	2,895	2,997	3,300	1,766	3,300	3,465	3,300					
012150-5203	TELEPHONE SERVICES	1,010	984	979	1,100	644	1,100	1,100	1,100					
012150-5501	TRAVEL EXPENSES	1,819	2,069	2,445	6,000	175	6,000	5,300	5,000					
012150-5801	DUES & SUBSCRIPTIONS	685	865	1,330	1,400	1,020	1,200	1,200	1,200					
012150-6001	OFFICE SUPPLIES	4,849	5,805	7,542	8,020	4,766	9,000	9,000	9,000					
012150-8002	OFFICE FURNITURE	119	246	686	361	361	461	5,150	5,150					
	TOTAL DEPARTMENT	413,181	395,605	421,138	427,415	275,740	443,342	515,496	511,406					
12200	INFORMATION TECHNOLOGY													
012200-1100	SALARIES & WAGES	369,740	393,453	461,226	474,375	320,533	484,366	491,495	491,495					
012200-1200	SALARIES & WAGES/OVER-TIME	7,985	7,950	2,724	8,000	7,135	8,000	8,000	8,000					
012200-1205	SALARIES & WAGES/ON-CALL			7,922	8,000									
012200-1300	SALARIES & WAGES/PART-TIME	35,945	33,383	62,367	108,909	76,122	114,900	114,999	114,999					
012200-2100	EMPLOYERS SHARE-FICA	30,059	31,792	39,631	45,233	30,064	45,852	47,009	47,009					
012200-2210	EMPLOYERS SHARE-RETIREMENT	34,731	40,036	47,448	49,088	33,170	50,126	50,867	50,867					
012200-2300	EMPLOYERS SHARE-HOSPITALIZ	56,398	59,913	70,015	70,752	45,896	70,328	70,752	65,664					
012200-2400	EMPLOYERS SHARE-GROUP LIFE I	4,825	5,018	5,949	6,331	4,282	6,468	6,560	6,560					
012200-2500	EMPLOYERS SHARE-VRS HYBRID S	199	203	436	777	326	492	497	497					
012200-2700	WORKERS COMPENSATION INS.	1,767	1,641	1,659	1,825	1,304	1,304	1,434	1,434					
012200-3320	MAINTENANCE SERVICE CONTRACT	120,480	135,752	174,469	208,705	166,498	232,316	238,649	232,683					
012200-3321	MAINTENANCE SERVICE - GIS	17,600	17,799	18,586	18,593	18,789	18,789	27,259	27,259					
012200-3322	CONTRACT SERVICES	32,491	21,461	26,875	32,103	16,528	39,811	42,668	42,668					
012200-3323	CONTRACT SERVICES-GIS		65		500		500	500	500					
012200-5201	POSTAL SERVICES	142	11	22	200	200	200	200	200					
012200-5203	TELEPHONE SERVICES	33,478	33,793	33,844	39,678	22,781	34,311	35,169	35,169					
012200-5305	INSURANCE	555	2,278	7,330	9,055	6,985	6,985	7,308	7,308					
012200-5501	TRAVEL & TRAINING EXPENSES	2,281		4,040	3,500	2,395	4,000	7,800	6,800					
012200-5502	TRAVEL & TRAINING - GIS				600		600	600	600					
012200-5801	DUES & SUBSCRIPTIONS	250	490	730	1,430	480	1,430	1,466	1,466					
012200-6001	OFFICE SUPPLIES	2,655	4,019	2,918	4,200	2,476	5,500	5,638	5,000					
012200-6002	OFFICE SUPPLIES - GIS	9	438	2	600	118	700	1,100	700					
012200-6008	MOTOR VEHICLE FUEL	200	114	367	400	281	600	600	600					
012200-6009	MOTOR VEHICLE MAINT & SUPPLI	261	540	20	500	310	500	500	500					
012200-8002	OFFICE FURNITURE		892			-689	1,000							
012200-8003	COMPUTER HARDWARE		11,191	1,216			7,300	7,300						
012200-8004	COMPUTER SOFTWARE	678	10,986	6,307		3,929	27,500	23,232						
	TOTAL DEPARTMENT	752,729	813,218	976,103	1,085,354	759,713	1,163,678	1,191,602	1,147,978					

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET													
	GENERAL GOVT ADMIN	4,205,933	4,626,539	4,877,351	5,767,682	3,627,891	6,326,817	6,364,126	6,064,169														
	BOARD OF ELECTIONS																						
013010-1100	SALARIES & WAGES	90,034	95,769	143,397	142,375	107,453	152,825	188,205	154,118														
013010-1300	SALARIES & WAGES/PART-TIME	21,980	23,986	8,322	16,720	1,392	16,720	24,072	24,072														
013010-1600	COMPENSATION OF MEMBERS	11,063	11,063	11,374	11,616	8,336	12,196	12,196	12,196														
013010-2100	EMPLOYERS SHARE-FICA	9,325	12,932	17,359	13,059	12,070	16,422	17,172	14,565														
013010-2210	EMPLOYERS SHARE-RETIREMENT	8,490	9,703	14,902	14,793	10,195	15,344	19,554	16,013														
013010-2300	EMPLOYERS SHARE-HOSPITALIZAT	16,188	17,118	17,688	17,688	11,474	17,582	26,532	16,416														
013010-2400	EMPLOYERS SHARE-GROUP LIFE I	1,179	1,216	1,868	1,908	1,315	1,979	2,522	2,065														
013010-2500	EMPLOYERS SHARE-VRS HYBRID S	162	166	192	334	139	211	394	214														
013010-2700	WORKERS COMPENSATION INS.	164	153	149	164	149	149	164	164														
013010-3200	COMP. OF ELECTION OFFICIALS	32,715	35,262	51,058	70,815	56,113	70,815	70,517	70,517														
013010-3201	CUSTODIAN & MECH.-VOTING MAC	9,728	10,604	7,868	10,850	10,813	10,850	13,446	10,850														
013010-3320	MAINTENANCE SERVICE CONTRACT	16,110	16,110	32,976	35,476	16,866	35,476	42,930	35,476														
013010-3600	ADVERTISING	883	615	573	750	855	750	750	750														
013010-3900	PRIMARY ELECTIONS	87,288	60,625	24,501	65,000	52,274	65,000	166,938	88,000														
013010-3902	REDISTRICTING			31,430		579	45,379																
013010-5201	POSTAL SERVICES	6,545	13,767	9,669	8,000	7,792	8,000	9,000	9,000														
013010-5203	TELEPHONE SERVICES	973	972	967	1,000	636	1,000	1,000	1,000														
013010-5300	INSURANCE - VOTING MACHINES	285	285	285	285	279	279	350	350														
013010-5402	RENT OF VOTING PRECINCTS	1,400	1,400	1,400	1,600	1,600	1,600	1,600	1,600														
013010-5501	TRAVEL EXPENSES	4,367	1,643	3,197	8,000	2,403	8,000	13,578	8,000														
013010-5801	DUES & SUBSCRIPTIONS	350	470	430	430	450	450	450	450														
013010-6001	OFFICE SUPPLIES	5,193	5,004	6,082	5,000	4,381	5,000	6,000	6,000														
013010-6007	REPAIRS & MAINTENANCE-VOTING				600		600	600	600														
013010-6028	BALLOTS & VOTING MACHINE SUP	16,417	17,482	21,542	24,200	26,505	24,200	30,050	24,000														
013010-8002	FURNITURE & EQUIPMENT	1,997	4,212	6,000				900															
	TOTAL DEPARTMENT	342,836	340,557	413,224	450,663	333,869	510,827	648,920	496,416														
	BOARD OF ELECTIONS	342,836	340,557	413,224	450,663	333,869	510,827	648,920	496,416														
	JUDICIAL ADMINISTRATION																						
20000	JUDICIAL ADMINISTRATION																						
21000	COURTS																						
21010	CIRCUIT COURT																						
021010-1100	SALARIES & WAGES	108,667	121,943	129,722	129,612	90,654	135,155	143,010	143,010														
021010-2100	EMPLOYERS SHARE-FICA	8,429	9,145	9,700	9,915	6,887	10,154	10,940	10,940														
021010-2210	EMPLOYERS SHARE-RETIREMENT	10,247	12,495	12,522	13,467	9,045	13,668	14,859	14,859														
021010-2300	EMPLOYERS SHARE-HOSPITALIZAT	18,989	21,285	28,816	26,532	15,940	25,564	26,532	24,624														
021010-2400	EMPLOYERS SHARE-GROUP LIFE I	1,424	1,566	1,570	1,737	1,167	1,762	1,916	1,916														
021010-2500	EMPLOYERS SHARE-VRS HYBRID S	373	413	444	754	314	475	510	510														
021010-2700	WORKERS COMPENSATION INS.		82	89	98	87	87	96	96														
021010-3200	COMPENSATION-JURORS & WITNES	3,960	2,579	5,579	3,150	4,019	8,000	4,000	4,000														
021010-3201	COMPENSATION OF JURY COMMISS	1,530	1,080	1,680	2,700	1,710	2,700	2,700	2,700														
021010-5203	TELEPHONE SERVICES	1,132	1,157	1,157	900	964	1,200	1,200	1,200														
021010-5801	DUES & SUBSCRIPTIONS	213	887	1,305	1,400	447	1,000	1,000	1,000														
021010-6001	OFFICE SUPPLIES	2,932	2,822	2,824	2,700	2,714	3,500	4,000	3,500														
021010-8002	FURNITURE & EQUIPMENT	4,161	2,003	189		128	1,000																
	TOTAL DEPARTMENT	162,173	177,539	195,597	192,965	133,876	204,265	210,763	208,355														

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
21020	GENERAL DISTRICT COURT									
021020-1100	SALARIES & WAGES-SUPPLEMENT				6,741	5,810	7,707	23,865	8,949	
021020-2100	EMPLOYERS SHARE-FICA					445	590	1,826	685	
021020-5203	TELEPHONE SERVICES	3,674	3,212	4,033	3,000	2,554	3,800	3,000	3,810	
021020-5501	TRAVEL EXPENSES	25			500					
021020-5801	DUES & SUBSCRIPTIONS	225	290	236	500	175	300	300	300	
021020-6001	OFFICE SUPPLIES	2,623	3,092	3,735	2,500	2,661	5,800	6,200	5,000	
021020-8002	FURNITURE & EQUIPMENT						3,500			
	TOTAL DEPARTMENT	6,547	6,594	8,004	13,241	11,645	21,697	38,691	18,744	
21030	MAGISTRATE									
021030-5201	POSTAGE	57	56	62	62	66	66	66	66	
021030-5203	TELEPHONE SERVICES	1,461	1,327	803	2,000	537	2,000	2,000	2,000	
021030-5501	TRAVEL & TRAINING		75		200	200	200	260	250	
021030-5604	PRO-RATA SHARE-CHIEF MAGISTR	116	111	120	125	125	125	135	135	
021030-5801	DUES & SUBSCRIPTIONS	672	772	888	970	60	970	1,120	1,120	
021030-6001	OFFICE SUPPLIES	161	564	453	600	650	600	720	700	
021030-8002	FURNITURE & EQUIPMENT	54		801	500	27	500	1,000	500	
	TOTAL DEPARTMENT	2,521	2,905	3,127	4,457	1,340	4,461	5,301	4,771	
21060	CLERK OF THE CIRCUIT COURT									
021060-1100	SALARIES & WAGES	584,227	683,168	696,310	709,493	476,867	721,246	783,727	743,727	
021060-1300	PART-TIME WAGES	15,424	29,666	29,194	37,856	20,141	37,856	37,856	37,856	
021060-2100	EMPLOYERS SHARE-FICA	43,730	51,821	52,816	57,172	36,401	56,834	62,851	59,791	
021060-2210	EMPLOYERS SHARE-RETIREMENT	53,785	69,258	71,306	73,716	49,308	74,698	81,429	77,273	
021060-2300	EMPLOYERS SHARE-HOSPITALIZAT	95,229	109,042	113,532	123,816	66,024	112,996	132,660	114,912	
021060-2400	EMPLOYERS SHARE-GROUP LIFE I	7,472	8,682	8,938	9,507	6,359	9,634	10,502	9,966	
021060-2500	EMPLOYERS SHARE-VRS HYBRID S	875	1,274	1,375	2,599	1,060	1,611	1,867	1,656	
021060-2700	WORKERS COMPENSATION INS.	462	442	519	571	478	478	526	526	
021060-3121	AUDITING-APA	-104	3,022		3,100	1,575	3,100	3,150		
021060-5201	POSTAL SERVICES	9,215	9,947	10,649	10,000	7,787	11,000	12,000	12,000	
021060-5203	TELEPHONE SERVICES	13,541	13,976	16,361	12,000	12,490	16,000	16,000	16,000	
021060-5501	TRAVEL EXPENSES	1,142	654	1,846	2,000	1,556	2,000	2,300	2,300	
021060-5505	JUROR MEALS & SNACKS			1,184	3,850	464	3,850	5,480	3,850	
021060-5801	DUES & SUBSCRIPTIONS	737	670	670	670	670	670	670	670	
021060-6001	OFFICE SUPPLIES	5,418	2,664	3,617	5,500	2,125	5,500	6,000	6,000	
021060-6002	TECHNOLOGY MAINTENANCE	21,643	21,819	30,095	40,000	12,396	40,000	40,000	40,000	
021060-6014	STATE LIBRARY GRANT	6,328	10,153	12,598	48,632	48,682	48,682	47,687	47,687	
021060-6015	RESTORATION OF RECORDS-LOCAL							2,000		
021060-8002	FURNITURE & FIXTURES			487	1,000	225	2,000	1,000		
021060-9999	TECHNOLOGY TRUST FUND	30,972	40,000	40,000	29,316	40,000	40,000	40,000	40,000	
	TOTAL DEPARTMENT	890,096	1,056,258	1,091,497	1,181,482	773,924	1,188,155	1,287,705	1,214,214	
	COURTS	1,061,337	1,243,296	1,298,225	1,392,145	920,785	1,418,578	1,542,460	1,446,084	
22010	COMMONWEALTH ATTORNEY									
022010-1100	SALARIES & WAGES	835,979	889,727	1,049,674	1,058,879	676,325	1,040,665	1,271,488	1,089,491	
022010-2100	EMPLOYERS SHARE-FICA	61,232	65,110	77,869	81,004	50,229	78,618	97,269	83,346	

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED BUDGET		Actual		Projected		Dept		Admin		Adopted	
		FY/2020	FY/2021	FY/2022	FY/2022	ADOPTED BUDGET	2023/02	2023/02	ACTUAL	ACTUAL	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024
022010-2210	EMPLOYERS SHARE-RETIREMENT	76,994	92,017	106,801	111,018	69,913	108,416	132,108	113,198										
022010-2300	EMPLOYERS SHARE-HOSPITALIZAT	99,717	106,842	129,326	132,660	79,682	127,730	150,348	123,120										
022010-2400	EMPLOYERS SHARE-GROUP LIFE I	10,696	11,534	13,388	14,189	9,017	13,982	17,038	14,599										
022010-2500	EMPLOYERS SHARE-VRS HYBRID S	2,929	3,153	3,750	6,615	2,484	3,926	5,046	4,158										
022010-2700	WORKERS COMPENSATION INS.	606	753	719	794	704	704	774	774										
022010-3320	MAINTENANCE SERVICE CONTRACT	12,699	12,699	12,771	13,501	12,789	13,501	13,501	13,501										
022010-5201	POSTAL SERVICES	881	736	536	900	237	900	1,100	1,100										
022010-5203	TELEPHONE SERVICES	5,246	3,941	3,912	4,800	2,052	5,500	6,800	6,800										
022010-5305	MOTOR VEHICLE INSURANCE	555	552	546	1,200	556	556	1,200	1,200										
022010-5501	TRAVEL EXPENSES	3,267	805	6,764	9,533	6,266	9,533	11,265	9,533										
022010-5801	DUES & SUBSCRIPTIONS	5,035	6,498	7,767	9,511	7,395	9,511	11,466	9,546										
022010-6001	OFFICE SUPPLIES	10,344	7,721	9,744	12,000	9,292	12,000	12,000	12,000										
022010-6004	LAW BOOKS	4,588	4,652	5,072	7,320	4,687	7,320	8,871	8,271										
022010-6008	MOTOR VEHICLE FUEL				1,500			1,800	1,500										
022010-6009	MOTOR VEH. MAINT. & SUPPLIES				1,367			3,170	1,500										
022010-6017	VICTIMWITNESS GRANT	85,749	89,429	94,904	79,000	57,716	79,000	99,624	99,624										
022010-6018	DOMESTIC VIOLENCE GRANT	67,675	72,655	74,713	53,800	50,017	53,800	53,800	53,800										
022010-6019	SANE GRANT	11,617	10,643	16,190	15,243	10,094	15,243	15,243	15,243										
022010-6025	LITTER CONTROL PROGRAM	1,455	1,626	4,659	4,705	995	4,705	400	4,755										
022010-6026	OPIOID & SUBSTANCE ABUSE GRA	66,962	144,632	193,154	18,000	76,764	18,000	30,000	30,000										
022010-8002	FURNITURE & EQUIPMENT	2,533	6,078	4,331	3,303	3,925	3,303	32,775	1,000										
022010-8005	DEPRECIATION/SOFTWARE	10,000		10,000															
	TOTAL DEPARTMENT	1,309,797	1,456,133	1,778,088	1,815,996	1,131,139	1,706,913	1,977,086	1,688,059										
	COMMONWEALTH ATTORNEY	1,309,797	1,456,133	1,778,088	1,815,996	1,131,139	1,706,913	1,977,086	1,688,059										
	PUBLIC SAFETY																		
30000	LAW ENFORCEMENT & DISPATCH																		
31020	SHERIFF																		
031020-1100	SALARIES & WAGES	4,168,986	4,431,742	4,709,989	5,300,835	3,598,410	5,431,302	5,535,435	5,535,435										
031020-1103	NEW CAREER REQUESTS																		
031020-1104	COURTROOM SECURITY	111,052	117,693	124,778	132,301	88,862	134,285	136,270	136,270										
031020-1105	IDO TRANSPORT GRANT	52,795	74,197	66,781		21,781	28,000												
031020-1106	DCJS SRO GRANT					48,708	90,000	797,171	797,171										
031020-1200	OVER-TIME	286,474	253,167	349,042	200,000	308,525	320,000	200,000	200,000										
031020-2100	EMPLOYERS SHARE-FICA	339,942	358,050	388,592	415,635	302,401	466,343	450,433	450,433										
031020-2210	EMPLOYERS SHARE-RETIREMENT	391,676	452,636	471,746	564,503	371,430	569,292	589,290	589,290										
031020-2300	EMPLOYERS SHARE-HOSPITALIZAT	689,497	708,820	742,920	831,336	487,006	783,232	831,336	771,552										
031020-2400	EMPLOYERS SHARE-GROUP LIFE I	54,473	56,834	59,579	72,769	47,960	73,479	76,001	76,001										
031020-2500	EMPLOYERS SHARE-VRS HYBRID S	851	1,078	1,292	2,719	1,084	1,658	1,722	1,722										
031020-2700	WORKERS COMPENSATION INS.	86,641	83,303	92,453	118,389	106,861	106,861	117,547	117,547										
031020-3110	PHYSICALS-NEW EMPLOYEES	1,270	417	1,586	3,000	3,415	4,000	5,500	4,500										
031020-3202	PROFESSIONAL SERVICES	5,377	1,877	12,968	6,000	7,327	15,000	23,500	23,500										
031020-3205	PROFESSIONAL SERVICES-TRANSP		250		250														
031020-3320	MAINTENANCE SERVICE CONTRACT	89,354	97,864	126,747	115,000	97,532	115,000	721,444	145,604										
031020-3321	RADIO MAINTENANCE CONTRACT	2,066	18,962	7,998	10,000		10,000	32,500	15,000										
031020-5201	POSTAL SERVICES	4,511	3,709	3,972	5,000	3,138	5,000	5,000	5,000										
031020-5203	TELEPHONE SERVICES	86,364	85,148	104,811	104,200	77,594	104,200	131,750	105,000										
031020-5305	MOTOR VEHICLE INSURANCE	57,917	59,940	59,820	61,500	63,680	63,680	65,000	65,000										
031020-5501	TRAVEL & TRAINING	28,157	21,081	46,877	49,000	34,299	49,000	81,200	55,000										

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Actual	Projected		Dept	Admin	Adopted
		FY/2020	FY/2021	FY/2022	FY/2022	ADOPTED	2023/02	ACTUAL	ACTUAL		FY/2024	FY/2024			
		ACTUAL	ACTUAL	ACTUAL		BUDGET	ACTUAL				REQUEST	RECOMMEND			BUDGET
031020-5801	DUES & SUBSCRIPTIONS	7,309	14,621	14,283	20,000	20,000	20,900	25,000	25,235	20,000	25,235	20,000			
031020-6001	OFFICE SUPPLIES	35,845	35,965	42,412	38,000	38,000	28,449	38,000	57,400	40,000	57,400	40,000			
031020-6005	CRIME PREVENTION SUPPLIES	8,463	6,886	7,220	17,500	17,500	1,375	17,500	17,500	17,500	22,000	17,500			
031020-6008	MOTOR VEHICLE FUEL	242,015	224,081	333,269	284,000	284,000	234,450	320,000	380,000	300,000	380,000	300,000			
031020-6009	MOTOR VEHICLE MAINT. & SUPPL	173,434	153,083	191,681	180,000	180,000	172,452	200,000	170,000	170,000	300,000	170,000			
031020-6010	POLICE SUPPLIES	47,728	60,529	57,627	65,000	65,000	26,833	65,000	65,000	65,000	114,850	65,000			
031020-6011	WEARING APPAREL-UNIFORMS	77,549	61,506	90,786	87,800	87,800	72,152	87,800	171,200	95,000	171,200	95,000			
031020-6012	RADAR EQUIPMENT	12,331	15,248	25,316	37,700	37,700	2,475	37,700	51,100	37,700	51,100	37,700			
031020-6013	AMMO RANGE SUPPLIES	39,133	42,661	24,100	55,000	55,000	-9,651	55,000	84,500	55,000	84,500	55,000			
031020-6014	K-9 UNIT	17,353	14,158	14,242	21,500	21,500	3,587	21,500	49,000	21,500	49,000	21,500			
031020-6016	TACTICAL UNIT EXPENSES	54,787	47,535	32,989	56,000	56,000	-6,514	56,000	80,800	56,000	80,800	56,000			
031020-6018	PUBLIC SAFETY GRANTS	60,760	53,789	61,716	5,000	5,000	740	16,587	5,000	5,000	5,000	5,000			
031020-7002	CENTRAL SHEN CRIMINAL JUSTIC	36,257	58,280	65,100	66,300	66,300	60,140	66,300	71,800	48,000	71,800	48,000			
031020-8001	EQUIPMENT-COMPUTER	2,242	54,209	37,914	156,482	156,482	2,413	156,482	277,500	40,000	277,500	40,000			
031020-8002	FURNITURE & EQUIPMENT	7,272,609	7,676,725	8,372,421	9,140,719	9,140,719	6,308,732	9,591,201	13,694,362	10,136,525	13,694,362	10,136,525			
31040	EMERGENCY COMMUNICATIONS C														
031040-1100	SALARIES & WAGES	849,947	807,657	656,370	999,237	999,237	537,729	946,102	1,194,353	1,135,672	1,194,353	1,135,672			
031040-1200	SALARIES & WAGES OVERTIME	129,678	157,522	176,003	100,000	100,000	178,583	286,227	290,000	290,000	290,000	290,000			
031040-1300	SALARIES & WAGES PART-TIME	4,821	9,232	71,573	15,000	15,000	62,802	96,000	100,000	100,000	100,000	100,000			
031040-2100	EMPLOYERS SHARE-FICA	73,123	72,402	67,109	85,239	85,239	58,102	100,511	121,203	116,714	121,203	116,714			
031040-2210	EMPLOYERS SHARE-RETIREMENT	79,117	80,413	62,897	103,821	103,821	54,640	96,995	124,093	117,996	124,093	117,996			
031040-2300	EMPLOYERS SHARE-HOSPITALIZAT	158,028	153,775	143,175	194,568	194,568	80,189	153,533	203,412	180,576	203,412	180,576			
031040-2400	EMPLOYERS SHARE-GROUP LIFE I	10,991	10,088	7,884	13,390	13,390	7,047	12,510	16,004	15,218	16,004	15,218			
031040-2500	EMPLOYERS SHARE-VRS HYBRID S	1,628	1,374	954	4,896	4,896	1,313	2,702	4,016	3,706	4,016	3,706			
031040-2700	WORKERS COMPENSATION INS.	2,729	2,710	2,673	2,941	2,941	2,487	2,487	2,736	2,736	2,736	2,736			
031040-3110	CONTRACTUAL PROFESSIONAL SER	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200	4,200			
031040-3320	MAINTENANCE SERVICE CONTRACT	218,215	226,563	237,005	290,000	290,000	274,582	290,000	317,200	290,000	317,200	290,000			
031040-5100	UTILITIES-TOWER SITES	9,610	11,500	9,102	11,500	11,500	7,968	11,500	11,500	9,500	11,500	9,500			
031040-5201	POSTAL SERVICES	631	460	442	715	715	286	715	715	715	715	715			
031040-5203	TELEPHONE SERVICES	198,546	216,400	284,127	275,000	275,000	158,239	275,000	402,000	290,000	402,000	290,000			
031040-5305	MOTOR VEHICLE INSURANCE	1,379	1,380	1,358	1,400	1,400	1,376	1,376	1,400	1,400	1,400	1,400			
031040-5400	COMMUNICATIONS SITE LEASE	117,277	175,198	139,847	148,251	148,251	110,001	148,251	152,745	152,745	152,745	152,745			
031040-5501	TRAVEL EXPENSES	432	1,454	1,758	3,200	3,200	693	3,200	3,800	3,200	3,800	3,200			
031040-5801	DUES & SUBSCRIPTIONS	311	463	906	1,272	1,272	548	1,272	2,555	2,555	2,555	2,555			
031040-6001	OFFICE SUPPLIES	7,261	7,123	8,671	7,500	7,500	5,484	7,500	8,000	8,000	8,000	8,000			
031040-6007	MAINTENANCE SUPPLIES			371	1,000	1,000		1,000	1,000	1,000	1,000	1,000			
031040-6008	VEHICLE & POWER EQUIP. FUEL		103		300	300		300	300	300	300	300			
031040-6009	TRANSPORTATION-VEHICLES		1,265		700	700		700	700	700	700	700			
031040-6011	WEARING APPAREL			1,043	2,500	2,500	738	2,500	2,500	2,000	2,500	2,000			
031040-6013	EDUCATION & TRAINING MATERIA	330	672	43	1,000	1,000	120	1,000	1,000	1,000	1,000	1,000			
031040-6015	EMERGENCY MANAGEMENT EXPENSE	260	17												
031040-7002	C.S.C.J.T.C.-ASSESSMENT	11,160	11,160	11,160	6,200	6,200	6,200	6,200	12,400	12,400	12,400	12,400			
031040-8001	EQUIPMENT			4,296	3,500	3,500		3,500							
031040-8002	FURNITURE & FIXTURES		2,575												
	TOTAL DEPARTMENT	1,879,674	1,952,247	1,872,967	2,277,330	2,277,330	1,548,579	2,456,261	2,977,832	2,741,983	2,977,832	2,741,983			
	LAW ENFORCEMENT & DISPATCH	9,162,283	9,628,972	10,245,388	11,418,049	11,418,049	7,857,311	12,047,462	16,672,194	12,878,508	16,672,194	12,878,508			

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
32010	FIRE DEPARTMENT									
032010-1100	SALARIES & WAGES	4,677,467	5,022,352	5,947,459	6,689,466	4,330,267	6,647,970	6,971,863	6,971,863	
032010-1104	NEW CAREER REQUEST							818,813		
032010-1200	SALARIES & WAGES - OVERTIME	329,770	489,284	474,354	275,000	438,337	578,715	396,862	290,000	
032010-1300	SALARIES & WAGES/PART-TIME	102,821	143,706	61,450	128,561	35,841	60,000	123,402	123,402	
032010-1400	SALARIES & WAGES-EMS PRECEPT		7,182	6,262		16,419	30,000	39,360	39,360	
032010-2100	EMPLOYERS SHARE-FICA	375,524	416,059	479,022	499,407	355,877	549,930	576,159	576,159	
032010-2210	EMPLOYERS SHARE-RETIREMENT	408,607	467,136	543,745	628,700	413,091	629,514	647,479	647,479	
032010-2300	EMPLOYERS SHARE-HOSPITALIZAT	802,600	845,954	963,943	1,070,124	647,485	1,028,681	1,078,968	1,001,376	
032010-2400	EMPLOYERS SHARE-GROUP LIFE I	56,853	58,556	68,290	76,706	53,467	81,378	83,505	83,505	
032010-2700	WORKERS COMPENSATION INS.	211,896	220,142	257,892	283,681	241,934	241,934	266,128	266,128	
032010-3110	PHYSICALS	17,725	14,680	30,597	20,630	22,035	20,630	44,350	28,000	
032010-3120	PROFESSIONAL SERVICES OMD	40,000	40,000	35,000	45,000	35,000	45,000	45,000	45,000	
032010-3310	REPAIRS & MAINT -CONTRACTUAL	14,279	43,866	30,095	64,668	16,168	64,668	68,248	68,248	
032010-3320	MAINTENANCE SERVICE CONTRACT	31,263	98,433	88,646	103,914	35,873	103,914	149,195	125,000	
032010-5201	POSTAL SERVICES	853	488	360	750	188	750	750	750	
032010-5203	TELEPHONE SERVICES	25,873	25,177	27,433	30,630	19,459	30,630	31,590	31,590	
032010-5305	MOTOR VEHICLE INSURANCE	34,000	34,000	38,000	39,140	1,360	39,140	58,646	58,646	
032010-5501	RECOGNITION & TRAINING EXPEN	16,315				30				
032010-5801	DUES & SUBSCRIPTIONS	18,728	16,750	18,358	21,815	18,554	21,815	23,100	23,100	
032010-6001	OFFICE SUPPLIES	9,014	6,827	7,627	16,700	6,032	11,700	10,000	10,000	
032010-6007	REPAIRS & MAINT. SUPPLIES-BL	36,037	39,148	26,627	27,750	20,650	66,750	135,000	30,500	
032010-6008	VEHICLE & POWERED EQUIP -FUE	69,896	67,861	110,491	85,000	89,859	136,000	140,000	110,000	
032010-6009	APPARATUS/EQUIP -MAINT.& REP	165,504	150,075	131,511	183,190	123,780	183,190	212,124	185,000	
032010-6010	ADMIN VEHICLE MAINT. & REPAI	7,425	1,965	2,673	8,000	5,322	8,000	13,625	8,000	
032010-6011	WEARING APPAREL	50,213	45,422	57,917	70,000	50,518	72,000	95,600	90,000	
032010-6012	EMS SUPPLIES	56,208	57,427	80,424	90,000	47,888	97,600	101,934	90,000	
032010-6014	FIRE FIGHTING SUPPLIES	58,596	55,786	67,629	98,000	49,927	98,000	202,500	98,000	
032010-6015	EMERGENCY SEARCH/RESCUE SUPP	7,708	7,239	18,958	32,000	32,568	44,900	33,330	33,330	
032010-8001	EQUIPMENT	45,393	50,325	52,543	65,000	19,712	111,000	77,685	32,000	
032010-8002	FURNITURE & FIXTURES	6,279	11,675	10,500	15,000	3,856	15,000	25,000	15,000	
032010-8003	EMS 50/60 GRANT	30,000	25,000	30,000	30,000		30,000	30,000	30,000	
032010-8006	COMMUNICATIONS							11,240	11,240	
	TOTAL DEPARTMENT	7,706,847	8,462,515	9,667,806	10,698,832	7,131,497	11,048,809	12,511,456	11,122,676	
32020	EMERGENCY SERVICES-VOLUNTE									
032020-3121	AUDITING - CONTRACTUAL	9,925	66,170	67,000	69,707	68,340	69,707	72,000	72,000	
032020-3205	VOLUNTEER FIRE & EMS TRAININ	87,073	93,746	102,255	100,000		100,000	100,000	100,000	
032020-3320	MAINTENANCE CONTRACTS	59,703	57,656	58,448	84,772	83,844	94,772	129,064	94,772	
032020-3800	STATE ASSIST. - FOREST FIRE	12,288	12,288	12,288	12,288	12,288	12,288	12,288	12,288	
032020-5203	TELEPHONE SERVICES	20,275	20,806	23,416	22,000	15,743	22,000	27,000	27,000	
032020-5306	INSURANCE - CASUALTY & PROPE	208,311	217,009	234,461	220,500	2,092	220,500	213,725	213,725	
032020-5308	ACCIDENT & HEALTH INS.	127,036	113,932	111,875	125,000	90,134	125,000	125,000	117,000	
032020-5602	MEMBER REIMBURSEMENT-FUEL	170,530	154,795	148,355	160,000	71,395	150,000	150,000	150,000	
032020-5801	DUES & SUBSCRIPTIONS			4,807						
032020-6002	VOLUNTEER RECOGNITION		5,751		4,000	3,212	4,000	5,000	4,000	
032020-6003	MARKETING & RECRUITMENT	5,600	34	90	4,000	4,000	4,000	5,000	4,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Actual		Projected		Dept		Admin		Adopted			
		FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL	ADOPTED BUDGET	2023/02 ACTUAL	2023/02 ACTUAL	PROJECTED ACTUAL	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 BUDGET	FY/2024 BUDGET		
032020-6012	EMS SUPPLIES-REHAB	1,470	218	301	2,000	762	2,000	2,000	2,000	11,250	6,250										
032020-6013	FIRE PREVENTION	728	4,078	3,619	4,000	3,835	4,000	4,000	4,000	6,000	4,000										
032020-6016	FOAM REIMBURSEMENT/REPLACEMENT	10,210	6,765	5,809	10,000	1,082	10,000	10,000	10,000	25,000	15,000										
032020-8001	EQUIPMENT	3,986	4,027	335	11,657	2,191	11,657	11,657	11,657	27,526	14,240										
032020-9101	BRIDGEWATER VOL. FIRE DEPT.	31,945	40,494	26,555	27,398	27,398	27,398	27,398	27,398	27,800	27,800										
032020-9102	CHURCHVILLE VOL. FIRE DEPT.	66,178	79,789	66,186	66,176	66,176	66,176	66,176	66,176	70,112	70,112										
032020-9103	CRAIGSVILLE VOL. FIRE DEPT.	63,091	71,426	60,036	60,701	60,701	60,701	60,701	60,701	62,212	62,212										
032020-9104	DEERFIELD VOL. FIRE DEPT.	51,853	64,161	53,848	54,439	54,439	54,439	54,439	54,439	55,912	55,912										
032020-9105	DOOMS VOL. FIRE DEPT.	86,341	100,426	78,498	76,426	76,426	76,426	76,426	76,426	80,537	80,537										
032020-9106	GROTTOS VOL. FIRE DEPT.	61,341	75,239	66,661	61,949	61,949	61,949	61,949	61,949	57,095	57,095										
032020-9107	MIDDLEBROOK VOL. FIRE DEPT.	60,816	76,395	56,961	58,676	58,676	58,676	58,676	58,676	58,650	58,650										
032020-9108	RAPHINE VOL. FIRE DEPT.	45,893	57,741	40,332	55,069	55,069	55,069	55,069	55,069	54,920	54,920										
032020-9109	STUARTS DRAFT VOL. FIRE DEPT	79,291	95,176	79,861	80,151	80,151	80,151	80,151	80,151	85,912	85,912										
032020-9110	VERONA VOL. FIRE DEPT.	92,016	111,458	86,061	88,651	88,651	88,651	88,651	88,651	86,962	86,962										
032020-9111	WEYERS CAVE VOL. FIRE DEPT.	84,891	101,614	78,761	84,951	84,951	84,951	84,951	84,951	86,862	86,862										
032020-9112	PRESTON L. YANCEY VOL. FIRE DE	19,423	24,560	13,003	14,163	14,163	14,163	14,163	14,163	13,528	13,528										
032020-9113	SWOPE VOL. FIRE DEPT.	72,941	87,926	70,361	69,851	69,851	69,851	69,851	69,851	74,762	74,762										
032020-9114	WALKERS CREEK VOL. FIRE DEPT	12,748	24,545	13,003	13,263	13,263	13,263	13,263	13,263	13,528	13,528										
032020-9115	WILSON FIRE STATION	65,241	79,176	63,561	63,851	63,851	63,851	63,851	63,851	68,112	68,112										
032020-9116	MT SOLON VOL. FIRE DEPT.	59,841	72,083	59,736	60,439	60,439	60,439	60,439	60,439	63,525	63,525										
032020-9117	NEW HOPE VOL. FIRE DEPT.	56,656	71,495	59,101	61,976	61,976	61,976	61,976	61,976	61,425	61,425										
032020-9118	WINTERGREEN FIRE DEPT.	12,013	16,201	12,013	13,263	12,241	13,263	13,263	13,263	13,528	13,528										
032020-9130	WINTERGREEN RESCUE SQUAD	13,941	19,021	13,941	15,963	14,154	15,963	15,963	15,963	22,914	22,914										
032020-9151	AUGUSTA COUNTY VOLUNTEERS	14,173	17,810	17,203	21,063	21,063	21,063	21,063	21,063	22,153	22,153										
032020-9152	RIVERHEADS VOLUNTEERS	50,346	72,995	55,505	60,576	60,576	60,576	60,576	60,576	58,006	58,006										
032020-9160	NON-COUNTY AGENCY CONTRIBUTI	14,000	14,000	14,000	14,000	14,000	14,000	14,000	14,000	104,260	14,000										
	TOTAL DEPARTMENT	1,832,114	2,133,806	1,858,246	1,952,919	381,313	1,952,919	1,952,919	1,952,919	2,151,568	1,986,730										
32030	FIRE & EMS TRAINING																				
032030-1100	SALARIES & WAGES	196,670	208,382	238,706	255,700	178,725	263,271	263,271	263,271	252,908	252,908										
032030-1104	NEW TRAINING PERSONNEL RQST									144,615											
032030-1200	SALARIES & WAGES - OVERTIME	12,889	21,342	27,938	30,000	18,354	30,000	30,000	30,000	30,000	30,000										
032030-1300	SALARIES & WAGES/PART-TIME	888	323	1,524	30,000	2,730	30,000	30,000	30,000	75,000	75,000										
032030-2100	EMPLOYERS SHARE-FICA	14,720	17,092	20,113	19,561	14,692	24,301	24,301	24,301	27,380	27,380										
032030-2210	EMPLOYERS SHARE-RETIREMENT	17,381	20,802	24,345	26,567	16,767	25,527	25,527	25,527	26,277	26,277										
032030-2300	EMPLOYERS SHARE-HOSPITALIZAT	28,054	31,876	34,716	35,376	17,368	31,176	31,176	31,176	35,376	32,832										
032030-2400	EMPLOYERS SHARE-GROUP LIFE I	2,415	2,608	3,052	3,426	2,163	3,292	3,292	3,292	3,389	3,389										
032030-2700	WORKERS COMPENSATION INS.	7,013	8,688	10,622	11,684	9,557	9,557	9,557	9,557	10,512	10,512										
032030-3110	PHYSICALS	20								1,100	1,100										
032030-3310	REPAIR & MAINTENANCE-CONTRAC		2,600																		
032030-3320	MAINTENANCE SERVICE CONTRACT	860	2,662	7,317	10,000	5,065	10,000	10,000	10,000	17,200	15,000										
032030-5100	ELECTRIC SERVICES	622	935	796	625	442	625	625	625	700	700										
032030-5102	PROPANE	633	559	735	1,500	1,500	1,500	1,500	1,500	2,000	2,000										
032030-5103	WATER & SEWER SERVICES	247	405	264	500	154	500	500	500	500	500										
032030-5203	TELEPHONE SERVICES	1,994	1,979	2,170	2,300	1,366	2,300	2,300	2,300	2,300	2,300										
032030-5305	INSURANCE - BUILDINGS & GROU	3,920	4,662	4,662	4,700	4,700	4,700	4,700	4,700	5,204	4,204										
032030-5501	RECOGNITION AND TRAINING EXP	3,545	17,758	48,732	67,395	25,275	67,395	67,395	67,395	108,500	80,000										
032030-5502	INSTRUCTIONAL TRAINING REIMB		154																		

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
032030-5652	CONTRACTUAL TRAINING	1,320	672	1,302	6,300	1,600	6,300	8,500	6,300	6,300
032030-5801	DUES & SUBSCRIPTIONS	725	330	610	2,000	335	2,000	1,625	1,625	1,625
032030-6001	OFFICE SUPPLIES	1,448	707	1,282	1,600	987	1,600	1,600	1,600	1,600
032030-6005	JANITORIAL SUPPLIES	37	41		300		300	300	300	300
032030-6007	REPAIR & MAINTENANCE-BURN BU	1,611	590	780	3,500	107	3,500	5,000	3,500	3,500
032030-6008	VEHICLE & POWERED EQUIP.-FUJ	1,843	1,277	1,348	3,500	598	3,500	6,000	5,000	5,000
032030-6009	VEH.& POWERED EQUIP.-MAINT.&	3,895	1,674	4,046	4,000	56	4,000	7,500	5,500	5,500
032030-6011	WEARING APPAREL	554		723	2,000		2,000			
032030-6012	EMS SUPPLIES	1,590	2,074	9,217	5,000	1,970	9,000	9,000	5,000	5,000
032030-6013	TRAINING MATERIALS	15,031	23,802	17,330	32,000	16,394	32,000	35,950	32,000	32,000
032030-6014	SMOKE & NITROGEN-BURN BUILDI	673	904	3,106	3,500	383	3,500	5,000	3,500	3,500
032030-6015	SCBA REPAIRS AND MAINTENANCE			43,665	41,625	5,778	41,625	49,675	41,625	41,625
032030-8001	EQUIPMENT	3,653	85,083	5,073	4,500	1,259	12,500	15,750	5,000	5,000
032030-8002	FURNITURE & FIXTURES			3,078	4,000	421	10,000	6,000	1,000	1,000
032030-8003	GRANT 50/50	5,000	4,500		10,000		10,000	15,000	10,000	10,000
032030-8005	VEHICLE							65,000		
	TOTAL DEPARTMENT	329,251	463,739	519,852	623,159	322,546	643,969	974,861	686,052	
	FIRE DEPARTMENT	9,868,212	11,060,060	12,045,904	13,274,910	7,835,356	13,645,697	15,637,885	13,795,458	
33000	JUVENILE & PROBATION									
33030	J&D COURT									
033030-1100	SALARIES & WAGES-SUPPLEMENT				23,581	7,589	18,063	21,402	21,402	21,402
033030-2100	EMPLOYERS SHARE-FICA					581	1,382	1,637	1,637	1,637
033030-5201	POSTAGE					355				
033030-5203	TELEPHONE SERVICES	3,502	3,411	3,366	3,500	2,346	3,500	3,500	3,500	3,500
033030-5501	TRAVEL EXPENSES				400		400	400	400	400
033030-5801	DUES & SUBSCRIPTIONS	560	674	853	2,435	1,347	2,435	2,435	2,435	2,435
033030-6001	OFFICE SUPPLIES	5,968	8,225	7,505	10,701	5,169	11,701	10,701	10,701	10,701
033030-8002	FURNITURE & FIXTURES	57					2,500			
	TOTAL DEPARTMENT	10,087	12,310	11,724	40,617	17,387	39,981	40,075	40,075	40,075
33040	COURT SERVICES									
033040-5201	POSTAGE									
033040-5203	TELEPHONE SERVICES	3,927	4,186	5,135	4,436	2,996	4,572	4,800	4,800	4,800
033040-8002	FURNITURE & FIXTURES		679				980	980		
	TOTAL DEPARTMENT	3,927	4,865	5,135	4,436	2,996	5,552	5,780	4,800	4,800
33050	JUVENILE & PROBATION									
033050-6015	OFFICE ON YOUTH	145,080	145,080	150,580	155,880	155,880	155,880	169,218	169,218	169,218
033050-6016	OFFICE ON YOUTH-GOSAP/JAG PA									
033050-7001	DETENTION HOME-OPERATING EXP	69,204	139,764	149,084	108,799	81,600	108,799	329,861	329,861	329,861
033050-7002	MRRJ-OPERATING EXPENDITURES	2,662,935	3,301,774	4,145,626	2,571,586	1,928,690	5,130,734	5,419,541	2,419,541	2,419,541
033050-7004	SAW FIRING RANGE	10,000		2,000	10,000	10,000	10,000	10,000	10,000	10,000
	TOTAL DEPARTMENT	2,887,219	3,586,618	4,447,290	2,846,265	2,176,170	5,405,413	5,928,620	2,928,620	2,928,620
	JUVENILE & PROBATION	2,901,233	3,603,793	4,464,149	2,891,318	2,196,553	5,450,946	5,974,475	2,973,495	2,973,495



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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Actual		Projected		Dept		Admin		Adopted		
		FY/2020	FY/2021	FY/2022	FY/2021	FY/2022	ADOPTED	2023/02	2023/02	ACTUAL	ACTUAL	ACTUAL	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	FY/2024	
34010	BUILDING INSPECTIONS																			
034010-1100	SALARIES & WAGES	282,155	301,631	312,561			303,182	202,738	306,673	352,377										
034010-2100	EMPLOYERS SHARE-FICA	20,873	22,189	23,063			23,193	14,952	23,060	26,957										
034010-2210	EMPLOYERS SHARE-RETIREMENT	26,607	30,641	30,675			31,501	21,072	31,863	36,612										
034010-2300	EMPLOYERS SHARE-HOSPITALIZAT	50,875	54,074	55,884			53,064	35,812	54,136	61,908										
034010-2400	EMPLOYERS SHARE-GROUP LIFE I	3,696	3,841	3,845			4,063	2,718	4,110	4,722										
034010-2500	EMPLOYERS SHARE-VRS HYBRID S	377	382	567			1,024	423	640	867										
034010-2700	WORKERS COMPENSATION INS.	5,693	5,279	5,882			5,880	3,882	3,882	4,270										
034010-5305	MOTOR VEHICLE INSURANCE	2,773	2,760	2,185			2,900	2,224	2,224	2,900										
034010-5501	TRAVEL EXPENSES						1,925	1,925	1,925	1,925										
034010-6008	MOTOR VEHICLE FUEL	7,124	6,500	11,475			12,155	7,276	12,155	15,155										
034010-6009	MOTOR VEHICLE MAINT & SUPPLI	1,477	2,615	3,415			8,500	985	8,500	9,400										
034010-6011	UNIFORMS	380		46			1,719	1,719	1,719	1,719										
034010-8001	EQUIPMENT																			
034010-8002	FURNITURE & FIXTURES																			
	TOTAL DEPARTMENT	402,030	429,912	449,061			449,106	292,082	450,887	523,087										
	BUILDING INSPECTIONS	402,030	429,912	449,061			449,106	292,082	450,887	523,087										
35010	ANIMAL CONTROL																			
035010-1100	SALARIES & WAGES	126,760	138,070	119,988			130,550	70,773	126,930	149,218										
035010-1200	SALARIES & WAGES-OVERTIME	14,974	12,007	8,230			13,000	19,591	33,400	20,000										
035010-2100	EMPLOYERS SHARE-FICA	10,406	11,216	9,673			10,982	6,720	12,173	12,945										
035010-2210	EMPLOYERS SHARE-RETIREMENT	11,954	13,900	10,181			13,564	7,143	13,030	15,504										
035010-2300	EMPLOYERS SHARE-HOSPITALIZAT	24,282	25,677	22,110			26,532	11,474	22,004	26,532										
035010-2400	EMPLOYERS SHARE-GROUP LIFE I	1,661	1,743	1,276			1,749	921	1,681	2,000										
035010-2500	EMPLOYERS SHARE-VRS HYBRID S			121			635	143	325	439										
035010-2700	WORKERS COMPENSATION INS.	1,669	1,603	1,630			1,793	1,261	1,261	1,387										
035010-3110	VET BILLS	4,869	3,020	5,808			4,200	7,890	14,466	9,000										
035010-3120	PHYSICALS			1,052			165		165	165										
035010-5201	POSTAL SERVICES	110	1	2			350	1	350	350										
035010-5203	TELEPHONE SERVICES	3,435	3,151	3,230			3,732	2,251	5,469	3,817										
035010-5305	MOTOR VEHICLE INSURANCE	1,664	1,656	1,639			1,700	2,224	2,224	2,225										
035010-5501	TRAVEL EXPENSES	439		4,721			4,610	4,067	10,292	1,870										
035010-5684	ANIMAL SERVICES CENTER OPERA	244,450	236,593	268,221			330,698	270,447	521,210	483,155										
035010-5801	DUES & SUBSCRIPTIONS								105	105										
035010-5802	LIVESTOCK & FOWL CLAIMS	544	1,000	-645			500	30	1,000	500										
035010-6001	OFFICE SUPPLIES	2,154	974	1,239			2,000	1,887	2,751	1,400										
035010-6008	MOTOR VEHICLE FUEL	6,275	5,707	10,059			7,000	6,504	9,122	10,000										
035010-6009	MOTOR VEHICLE MAINT & SUPPLI	5,432	5,561	4,810			6,130	3,000	4,790	3,700										
035010-6011	WEARING APPAREL	1,141	798	2,649			1,200	1,413	2,984	1,200										
035010-6030	DMV ANIMAL FRIENDLY PLATES		6,816	2,501			2,000	2,000	2,000	2,000										
035010-8001	EQUIPMENT	862	2,060	1,967			4,726	6,295	11,427	1,315										
035010-8002	FURNITURE & FIXTURES	463,081	471,553	480,462			567,816	424,035	800,559	753,177										
	TOTAL DEPARTMENT	463,081	471,553	480,462			567,816	424,035	800,559	753,177										
35050	EMERGENCY MANAGEMENT																			
035050-1100	SALARIES & WAGES			31,855			64,626	43,407	65,596	66,565										
035050-2100	EMPLOYERS SHARE-FICA			2,390			4,944	3,257	4,971	5,092										

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Actual		Projected		Dept		Admin		Adopted	
		FY/2020	FY/2021	FY/2022	FY/2022	ADOPTED	2023/02	2023/02	ACTUAL	ACTUAL	FY/2024	FY/2024	FY/2024	FY/2024	RECOMMEND	FY/2024	BUDGET	BUDGET	
035050-2210	EMPLOYER SHARE-RETIREMENT			3,245	6,715	4,510	6,815	6,815	6,916	6,916	6,916	6,916	6,916	6,916	6,916	6,916	6,916	6,916	6,916
035050-2300	EMPLOYER SHARE-HOSPITALIZATI			4,422	8,844	5,269	8,435	8,435	8,844	8,844	8,844	8,844	8,844	8,844	8,844	8,844	8,844	8,844	8,844
035050-2400	EMPLOYER SHARE-GROUP LIFE IN			407	866	582	879	879	892	892	892	892	892	892	892	892	892	892	892
035050-2500	EMPLOYER SHARE-VRS HYBRID ST				1,406	529	529	529	582	582	582	582	582	582	582	582	582	582	582
035050-2700	WORKERS COMPENSATION INSURAN																		
035050-3320	CONTRACT SERVICES					3,875	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850	3,850
035050-5203	TELEPHONE SERVICES			310	762	431	762	762	838	838	838	838	838	838	838	838	838	838	838
035050-5305	MOTOR VEHICLE INSURANCE				498	556	556	556	601	601	601	601	601	601	601	601	601	601	601
035050-5501	TRAVEL EXPENSES			530	2,350	340	340	340	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350	2,350
035050-5801	DUES & SUBSCRIPTIONS			481	1,225	940	1,225	1,225	1,480	1,480	1,480	1,480	1,480	1,480	1,480	1,480	1,480	1,480	1,480
035050-6001	OFFICE SUPPLIES			526	1,061	831	1,061	1,061	2,411	2,411	2,411	2,411	2,411	2,411	2,411	2,411	2,411	2,411	2,411
035050-6008	MOTOR VEHICLE FUEL			802	2,000	1,340	2,225	2,225	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450	2,450
035050-6009	MOTOR VEHICLE MAINT & SUPPLI			1,095	195	194	267	267	187	187	187	187	187	187	187	187	187	187	187
035050-6011	WEARING APPAREL				1,000	649	1,000	1,000	200	200	200	200	200	200	200	200	200	200	200
035050-6013	EDUCATION & TRAINING MATERIA				2,000		2,000	2,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
035050-6014	PUBLIC EDUCATION & AWARENESS								1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
035050-6015	EMERGENCY EVENT SUPPLIES					4,070	4,466	4,466	6,944	6,944	6,944	6,944	6,944	6,944	6,944	6,944	6,944	6,944	6,944
035050-8001	EQUIPMENT			37,094															
035050-8002	FURNITURE & FIXTURES			2,255															
	TOTAL DEPARTMENT			85,412	99,492	70,780	105,977	105,977	117,202	117,202	117,202	117,202	117,202	117,202	117,202	117,202	117,202	117,202	117,202
	ANIMAL CONTROL			463,081	471,553	494,815	906,536	906,536	870,379	870,379	870,379	870,379	870,379	870,379	870,379	870,379	870,379	870,379	870,379
40000	PUBLIC WORKS																		
41000	MISC. PUBLIC WORKS																		
41020	HIGHWAYS & ROADS																		
041020-3325	REPLACEMENT & SUPPLIES-ST.SI			14,684	15,148	8,883	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
	TOTAL DEPARTMENT			14,684	15,148	8,883	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
41040	STREET LIGHTS																		
041040-5100	ELECTRIC SERVICES			121,812	121,460	82,984	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000
	TOTAL DEPARTMENT			121,812	121,460	82,984	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000	121,000
	MISC. PUBLIC WORKS			136,496	136,608	91,867	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000	141,000
42000	SANITATION & RECYCLING																		
42010	SANITATION & WASTE REMOVAL																		
042010-1100	SALARIES & WAGES			262,792	290,986	195,004	317,165	317,165	346,791	346,791	346,791	346,791	346,791	346,791	346,791	346,791	346,791	346,791	346,791
042010-1300	SALARIES & WAGES-PART TIME			18,756	20,897	14,107	23,452	23,452	26,530	26,530	26,530	26,530	26,530	26,530	26,530	26,530	26,530	26,530	26,530
042010-2100	EMPLOYERS SHARE-FICA			7,866	6,886	6,417	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059	7,059
042010-2700	WORKERS COMPENSATION INS.			13,890	23,065	9,439	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
042010-3310	MAINTENANCE & UPKEEP OF SITE			18,434	20,752	15,437	19,703	19,703	19,753	19,753	19,753	19,753	19,753	19,753	19,753	19,753	19,753	19,753	19,753
042010-3311	LEASE PAYMENTS			672,144	657,707	392,779	699,000	699,000	722,160	722,160	722,160	722,160	722,160	722,160	722,160	722,160	722,160	722,160	722,160
042010-3322	CONTAINERIZATION PROGRAM-CON			8,148	39,473	15,000	15,000	15,000	23,981	23,981	23,981	23,981	23,981	23,981	23,981	23,981	23,981	23,981	23,981
042010-3500	AUGUSTA COUNTY CLEAN UP			1,349,341	1,172,547	897,086	1,285,755	1,285,755	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945	1,399,945
042010-3800	SANITARY LANDFILL #1-CONTRAC			49,232	74,646	55,124	55,124	55,124	55,248	55,248	55,248	55,248	55,248	55,248	55,248	55,248	55,248	55,248	55,248
042010-3900	LEACHATE EXPENSES			9,115	10,068	6,504	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807	8,807
042010-5100	ELECTRIC SERVICES			2,409,718	2,277,554	1,565,240	2,450,423	2,450,423	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274
	TOTAL DEPARTMENT			2,409,718	2,277,554	1,565,240	2,450,423	2,450,423	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274	2,630,274

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET			
	42020 RECYCLING PROGRAM												
042020-3310	MAINT. & UPKEEP OF SITES				149,248	79,349	152,000	156,000		156,000			
042020-3322	HAULING RECYCLING CONTAINERS	157,501	142,975		6,000	9,398	17,300	17,300		17,300			
042020-3323	RECYCLING-CONTRACTUAL	2,142	1,416		3,600	129	3,600	3,600		3,000			
042020-3600	RECYCLING COMMITTEE				153,008	88,876	172,900	176,900		176,300			
	TOTAL DEPARTMENT	159,643	144,391		2,547,130	1,654,116	2,623,323	2,807,174		2,806,574			
	SANITATION & RECYCLING	2,569,361	2,421,945										
	43010 MAINTENANCE OF BLDGS.& GRO												
043010-1100	SALARIES & WAGES	576,412	587,791		626,964	400,069	608,600	625,322		625,322			
043010-1200	OVER-TIME	20,063	17,864		6,155		6,155	6,155		6,155			
043010-1205	SALARIES & WAGES/ON-CALL				10,950	7,068	10,950	10,950		10,950			
043010-1300	SALARIES & WAGES/PART-TIME	73,259	79,359		82,741	56,086	115,875	138,274		138,274			
043010-2100	EMPLOYERS SHARE-FICA	50,458	51,642		55,640	34,769	57,976	59,724		59,724			
043010-2210	EMPLOYERS SHARE-RETIREMENT	54,430	59,072		61,994	65,142	41,604	63,260		64,971			
043010-2300	EMPLOYERS SHARE-HOSPITALIZAT	116,861	111,927		120,268	74,223	117,203	123,816		114,912			
043010-2400	EMPLOYERS SHARE-VRS HYBRID S	7,562	7,405		7,771	8,401	5,366	8,379		8,379			
043010-2500	EMPLOYERS SHARE-HYBRID S	1,228	1,070		1,239	2,392	1,123	1,717		1,782			
043010-2700	WORKERS COMPENSATION INS.	11,156	11,271		12,066	13,273	11,311	12,442		12,442			
043010-3310	BUILDING MAINT. SERVICE CONT	75,183	79,679		140,906	67,479	148,000	149,000		149,000			
043010-3320	GROUNDS MAINTENANCE SERVICE	49,053	48,903		118,618	76,083	155,000	159,000		159,000			
043010-3325	CONTRACTED REPAIRS AND MAINT	39,347	80,900		35,074	18,975	35,000	35,000		35,000			
043010-5100	ELECTRIC SERVICES	394,861	316,023		358,994	290,123	397,000	397,000		370,000			
043010-5102	HEATING SERVICES	77,212	77,480		99,621	80,262	80,000	80,000		80,000			
043010-5103	WATER & SEWER SERVICES	22,235	25,235		26,560	19,394	32,000	32,000		28,000			
043010-5104	REFUSE COLLECTION CHARGES	51,076	54,226		58,712	21,451	35,000	35,000		35,000			
043010-5105	STORMWATER MAINTENANCE	5,146	5,492		3,262	673	5,500	5,500		5,500			
043010-5203	TELEPHONE SERVICES	4,630	4,839		5,545	4,200	6,900	7,000		6,000			
043010-5300	INSTITUTIONAL INS. PREMIUMS	80,844	87,519		86,641	86,114	88,000	88,000		88,000			
043010-5305	MOTOR VEHICLE INSURANCE	7,766	8,280		8,740	8,897	8,897	9,000		9,000			
043010-5501	TRAVEL EXPENSES	1,082	247		712	400	1,600	1,100		1,100			
043010-6001	OFFICE SUPPLIES	1,658	1,451		858	1,668	2,800	3,000		3,000			
043010-6005	JANITORIAL SUPPLIES	33,298	28,169		39,082	21,003	35,000	40,000		40,000			
043010-6006	REPAIR & MAINT. WATER/SEWER	2,828	2,435		4,563	474	3,000	4,000		4,000			
043010-6007	BUILDING REPAIR & MAINTENANC	26,439	23,790		35,079	26,212	40,000	43,000		40,000			
043010-6008	VEHICLE & POWERED EQUIP.-FUJ	18,780	19,729		23,458	23,753	37,500	37,500		31,000			
043010-6009	VEHICLE MAINTENANCE & SUPP.	8,002	4,829		6,942	9,000	11,000	11,500		10,000			
043010-6010	POWER EQUIPMENT MAINT & SUPP	11,163	12,024		13,090	10,052	15,000	15,000		14,000			
043010-6011	WEARING APPAREL	8,798	9,085		9,660	6,766	10,800	10,800		10,800			
043010-6012	REPAIR & MAINT.-SHOPEASEMEN	2,817	894		3,363	378	4,000	4,000		4,000			
043010-6013	REPAIR & MAINT.-POOLS	9,093	6,049		10,643	6,214	11,500	10,500		10,500			
043010-6014	GROUNDS REPAIR & MAINT. SUPP	25,806	17,140		37,412	10,312	24,500	27,000		27,000			
043010-6016	REPAIR & MAINT.-SHOP/GENERAL	3,615	3,460		5,976	5,068	5,500	5,700		5,500			
043010-6017	INFRASTRUCTURE & UTILITIES/N	14,959	5,054		13,790	3,205	9,000	9,000		9,000			
043010-8001	EQUIPMENT	20,184	14,083		92,022	3,325	80,939	8,000		8,000			
	TOTAL DEPARTMENT	1,907,304	1,883,629		2,234,260	1,431,349	2,284,642	2,278,415		2,225,311			
	MAINTENANCE OF BLDGS.& GR	1,907,304	1,883,629		2,234,260	1,431,349	2,284,642	2,278,415		2,225,311			

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET			
50000	HEALTH												
51000	HEALTH & WELFARE												
51010	HEALTH DEPARTMENT												
051010-5601	CONTRIBUTION TO STATE HEALTH	571,337	571,337	579,123	628,127	462,666	628,127	719,687	719,687				
	TOTAL DEPARTMENT	571,337	571,337	579,123	628,127	462,666	628,127	719,687	719,687				
51020	TAX RELIEF FOR THE ELDERLY												
051020-5799	TAX RELIEF FOR THE ELDERLY	369,623	364,469	348,406	363,115	171,866	363,115	360,833	360,833				
	TOTAL DEPARTMENT	369,623	364,469	348,406	363,115	171,866	363,115	360,833	360,833				
	HEALTH & WELFARE	940,960	935,806	927,529	991,242	634,532	991,242	1,080,520	1,080,520				
70000	PARKS, RECREATION & CUL												
71010	PARKS & RECREATION												
071010-1100	SALARIES & WAGES	305,817	292,199	336,969	350,146	226,041	345,180	359,602	359,602				
071010-1300	SALARIES & WAGES/PART-TIME	52,357	51,059	62,956	82,500	31,959	60,000	73,000	73,000				
071010-1500	SALARIES & WAGES-AFTER SCHIP	95,745	11,940										
071010-1550	SAL & WAGES-KIDS CAMP	50,976			62,000								
071010-1600	COMPENSATION OF BOARD MEMBER	2,850	3,100	3,450	3,500	1,350	3,500	3,500	3,500				
071010-2100	EMPLOYERS SHARE-FICA	37,505	26,404	29,612	37,840	19,085	30,526	33,094	33,094				
071010-2210	EMPLOYERS SHARE-RETIREMENT	28,273	29,633	34,124	36,380	23,518	35,897	37,363	37,363				
071010-2300	EMPLOYERS SHARE-HOSPITALIZAT	50,737	46,577	50,899	61,908	35,916	57,950	61,908	57,456				
071010-2400	EMPLOYERS SHARE-GROUP LIFE I	3,928	3,715	4,277	4,692	3,033	4,630	4,819	4,819				
071010-2500	EMPLOYERS SHARE-VRS HYBRID S	586	591	758	1,422	547	844	893	893				
071010-2700	WORKERS COMPENSATION INS.	12,236	9,882	6,724	7,397	5,987	5,987	6,586	6,586				
071010-3201	INSTRUCTION-FEE BASED PROGRA	28,908	1,105	6,865	10,000	7,298	14,000	17,000	17,000				
071010-3205	CREDIT CARD FEES	7,833	2,675	6,527	8,800	7,949	16,460	16,300	16,300				
071010-3320	MAINTENANCE SERVICE CONTRACT	6,184	6,970	7,065	19,800	18,777	19,300	27,600	27,600				
071010-3600	ADVERTISING	52,609	407	18,400	62,500	41,104	62,500	66,050	66,050				
071010-3800	CONTRACT SERVICES-LIFEGUARDS	49,005		56,037	57,500	55,998	55,998	63,000	63,000				
071010-5201	POSTAL SERVICES	718	61	190	500	150	500	500	500				
071010-5203	TELEPHONE SERVICES	8,668	8,904	12,016	10,000	7,859	11,600	12,000	12,000				
071010-5305	MOTOR VEHICLE INSURANCE	3,328	3,864	3,278	3,500	3,336	3,336	3,500	3,500				
071010-5501	TRAVEL EXPENSES	1,586	-338	1,100	4,850	691	3,000	3,700	3,700				
071010-5801	DUES & SUBSCRIPTIONS	1,536	1,532	1,500	2,300	2,045	2,300	2,300	2,300				
071010-6001	OFFICE SUPPLIES	7,703	4,479	5,669	6,300	3,885	6,300	6,500	6,300				
071010-6002	SUPPLIES-CARE PROGRAMS	10,209	569										
071010-6003	KIDS CAMP SUPPLIES	24,298			17,000								
071010-6004	EVENT SUPPLIES	8,381	414	10,239	20,000	5,180	20,000	20,000	20,000				
071010-6005	JANITORIAL & HOUSEKEEPING SU	118											
071010-6008	VEHICLE & POWERED EQUIPMENT-	6,763	1,857	4,667	7,500	3,589	7,500	7,500	7,500				
071010-6009	VEH MAINT & SUPPLIES-FLEET V	3,763	504	628	2,500	1,392	2,500	2,500	2,500				
071010-6021	PROGRAM EQUIPMENT & MATERIAL	3,026	1,139	6,095	6,000	944	5,000	5,600	5,600				
071010-6024	PROGRAM SUPPLIES	80,953	979	6,446	29,000	73,956	88,000	49,300	49,300				
071010-6028	RESALE ITEMS			8,275	14,000	8,326	18,000	19,000	19,000				
071010-6029	FOREST SUSTAINABILITY EXPENS						24,164	24,164	24,164				
071010-8001	TOOLS & EQUIPMENT	5,254	403	3,717	850	1,847	3,347	9,500	4,000				
071010-8002	FURNITURE & FIXTURES	1,544	4,573	80		551	551						
	TOTAL DEPARTMENT	953,279	515,315	688,563	930,685	592,313	908,870	936,779	926,627				

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
	PARKS & RECREATION	953,279	515,315	688,563	930,685	592,313	908,870	936,779	926,627	
	LIBRARY									
73010	SALARIES & WAGES	628,587	661,890	679,667	678,252	480,202	727,568	742,097	742,097	
073010-1100	SALARIES & WAGES/PART-TIME	121,189	132,961	143,355	146,900	93,389	152,417	180,561	167,248	
073010-2100	EMPLOYERS SHARE-FICA	55,861	59,077	61,065	63,124	42,557	67,447	70,583	69,565	
073010-2210	EMPLOYERS SHARE-RETIREMENT	58,979	65,443	69,011	70,470	49,893	75,595	77,104	77,104	
073010-2300	EMPLOYERS SHARE-HOSPITALIZAT	127,203	137,794	142,895	141,504	88,158	142,240	150,348	139,536	
073010-2400	EMPLOYERS SHARE-GROUP LIFE I	8,193	8,204	8,651	9,089	6,435	9,749	9,944	9,944	
073010-2500	EMPLOYERS SHARE-VRS HYBRID S	1,397	1,435	1,577	2,405	1,375	2,089	2,139	2,139	
073010-2700	WORKERS COMPENSATION INS.	577	563	578	636	541	541	595	595	
073010-3125	COLLECTION AGENCY FEE	2,533								
073010-3310	REPAIRS & MAINT.-CONTRACTUAL	3,646	2,327	2,747	4,113	4,029	4,150	4,230	4,230	
073010-3320	MAINTENANCE SERVICE CONTRACT	40,615	45,045	63,394	68,657	32,752	62,420	61,508	61,508	
073010-3324	JANITORIAL SERVICES-CONTRACT	30,773	25,745	31,210	38,765	19,692	38,765	40,770	40,770	
073010-3600	ADVERTISING			290	300	140	300	300	300	
073010-5100	ELECTRIC SERVICES	34,406	32,509	36,566	38,500	32,621	38,500	38,500	38,500	
073010-5102	HEATING SERVICES	4,294	5,571	6,874	7,782	6,000	6,000	6,360	6,350	
073010-5103	WATER & SEWER SERVICES	2,742	1,972	1,900	3,500	1,432	2,500	2,500	2,500	
073010-5104	REFUSE COLLECTION CHARGES	4,931	5,365	6,443	6,700	5,145	6,700	6,700	6,700	
073010-5201	POSTAL SERVICES	152	87	43	200	104	200	200	200	
073010-5203	TELEPHONE SERVICES	36,273	43,557	43,419	45,460	28,299	43,200	43,200	43,200	
073010-5300	INSURANCE-BUILDING	6,516	6,519	6,387	7,000	6,580	7,000	7,000	7,000	
073010-5305	MOTOR VEHICLE INSURANCE	555	552	546	600	556	600	600	600	
073010-5501	TRAVEL EXPENSES	3,951	823	2,846	6,000	4,076	6,000	12,700	6,000	
073010-5688	BOOK STATIONS	35,140	77,568	77,748	86,922	53,684	89,428	90,860	90,860	
073010-5801	DUES & SUBSCRIPTIONS	1,885	1,793	2,280	2,425	2,107	2,425	2,470	2,470	
073010-6001	OFFICE SUPPLIES	5,486	4,141	4,507	4,500	4,160	4,500	4,500	4,500	
073010-6005	JANITORIAL SUPPLIES	4,599	3,854	3,237	5,000	2,524	4,000	4,000	4,000	
073010-6007	REPAIR & MAINT.SUPPLIES-BLDG	2,267	1,828	1,913	2,000	1,198	2,000	2,000	2,000	
073010-6008	MOTOR VEHICLE FUEL	686	421	865	1,000	684	1,000	1,100	1,100	
073010-6009	MOTOR VEHICLE MAINT & SUPPLI	23	163	873	1,000	794	570	570	570	
073010-6016	BOOKS (LOCAL ONLY)	26,277	18,896	8,998				7,500		
073010-6017	BOOKS (STATE & FEDERAL AID)	114,973	130,987	110,251	119,258	63,431	119,258	120,000	120,000	
073010-6018	PERIODICALS (MAGS.,NEWSPAPER	10,791	8,760	10,000	10,000	8,382	10,000	10,000	10,000	
073010-6019	AUDIOVISUAL MATERIALS	25,000	25,000	25,000	25,000	12,218	25,000	25,000	25,000	
073010-6020	ELECTRONIC MATERIALS	20,000	20,000	30,000	30,000	41,197	55,969	56,792	56,050	
073010-6021	LIBRARY MATERIALS & SUPPLIES	21,538	23,489	23,426	35,000	13,599	28,000	30,000	30,000	
073010-8001	EQUIPMENT	1,392	1,564	13,159	3,555	9,692	11,555	3,700	2,000	
073010-8002	FURNITURE & FIXTURES		2,962	6,904	4,327	2,346	7,194	7,387	2,200	
073010-8200	IMPROVEMENT TO SITES	4,995		7,863	10,775	10,775	10,775	54,395		
	TOTAL DEPARTMENT	1,448,425	1,558,855	1,636,488	1,678,937	1,132,549	1,765,655	1,878,213	1,776,836	
	LIBRARY	1,448,425	1,558,855	1,636,488	1,678,937	1,132,549	1,765,655	1,878,213	1,776,836	
80000	COMMUNITY DEVELOPMENT									
81010	COMMUNITY DEVELOPMENT									
081010-1100	SALARIES & WAGES	624,236	686,813	667,868	764,844	470,822	701,110	785,001	746,622	
081010-1300	SALARIES & WAGES/PART-TIME	477	7,800	1,162	7,800	1,162	7,800	8,397		

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		PROJECTED		DEPT		ADMIN		ADOPTED	
		FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL	ADOPTED BUDGET	2023/02 ACTUAL	PROJECTED ACTUAL	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 BUDGET			
081010-1600	COMP.-PLANNING BOARD MEMBERS	3,650	4,800	2,250	7,875	3,975	7,875	7,875	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
081010-1700	COMP. OF ZONING BOARD OF APP	4,300	5,600	100	600	600	600	600	600	600	600	600	600	600	600	600	600
081010-1800	COMP. OF PLANNING DIST VI ME																
081010-2100	EMPLOYERS SHARE-FICA	44,887	50,064	49,112	59,107	34,294	52,982	59,107	60,695	60,695	57,117	60,695	60,695	57,117	60,695	57,117	60,695
081010-2210	EMPLOYERS SHARE-RETIREMENT	59,149	70,618	68,726	79,467	42,791	69,886	79,467	81,562	81,562	77,574	81,562	81,562	77,574	81,562	77,574	81,562
081010-2300	EMPLOYERS SHARE-HOSPITALIZAT	93,634	100,517	102,232	106,128	59,061	97,413	106,128	114,972	114,972	98,496	114,972	114,972	98,496	114,972	98,496	114,972
081010-2400	EMPLOYERS SHARE-GROUP LIFE I	8,217	8,852	9,584	10,249	5,922	9,416	10,249	10,519	10,519	10,005	10,519	10,519	10,005	10,519	10,005	10,519
081010-2500	EMPLOYERS SHARE-VRS HYBRID S	1,490	1,487	1,667	3,362	845	1,461	3,362	2,299	2,299	2,096	2,299	2,299	2,096	2,299	2,096	2,299
081010-2700	WORKERS COMPENSATION INS.	15,223	14,435	15,130	16,643	10,207	10,207	16,643	11,228	11,228	11,228	11,228	11,228	11,228	11,228	11,228	11,228
081010-3110	PROFESSIONAL SERVICES-TOWERS	7,700	5,000	3,600	10,000	450	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
081010-3111	PROFESSIONAL SERVICES-SOLAR																
081010-3122	COMPREHENSIVE PLAN				4,250		4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250	4,250
081010-3320	MAINTENANCE SERVICE CONTRACT		780	889	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
081010-3600	ADVERTISING	7,414	12,048	12,277	12,500	7,300	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500	12,500
081010-5201	POSTAL SERVICES	8,575	9,160	11,919	9,200	4,404	9,200	9,200	17,513	17,513	11,200	17,513	17,513	11,200	17,513	11,200	17,513
081010-5203	TELEPHONE SERVICES	7,727	7,632	7,861	9,740	5,421	9,740	9,740	10,040	10,040	9,040	10,040	10,040	9,040	10,040	9,040	10,040
081010-5305	MOTOR VEHICLE INSURANCE	1,664	1,656	2,185	2,900	2,745	2,745	2,900	2,745	2,745	2,900	2,745	2,745	2,900	2,745	2,900	2,745
081010-5501	TRAVEL EXPENSES	2,288	4,608	5,394	13,000	2,352	13,000	13,000	21,319	21,319	15,000	21,319	21,319	15,000	21,319	15,000	21,319
081010-5604	PLANNING DISTRICT VI	55,525	55,950	62,168	63,720	63,720	63,720	63,720	65,506	65,506	65,506	65,506	65,506	65,506	65,506	65,506	65,506
081010-5801	DUES & SUBSCRIPTIONS	9,995	10,230	11,267	12,414	8,743	12,414	12,414	14,118	14,118	14,118	14,118	14,118	14,118	14,118	14,118	14,118
081010-6001	OFFICE SUPPLIES	16,776	15,780	17,658	18,000	13,132	18,000	18,000	29,360	29,360	22,000	29,360	29,360	22,000	29,360	22,000	29,360
081010-6002	DRAFTING SUPPLIES	2,850	848	876	2,100	914	2,100	2,100	3,520	3,520	2,500	3,520	3,520	2,500	3,520	2,500	3,520
081010-6007	ENVIRONMENTAL SUPPLIES		994		1,000		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
081010-6008	MOTOR VEHICLE FUEL	3,501	3,916	6,555	9,876	4,313	9,876	9,876	11,976	11,976	11,976	11,976	11,976	11,976	11,976	11,976	11,976
081010-6009	MOTOR VEHICLE MAINT. & SUPPL	1,539	590	1,067	5,450	1,974	5,450	5,450	8,100	8,100	6,449	8,100	8,100	6,449	8,100	6,449	8,100
081010-6011	WEARING APPAREL				573		573	573	800	800	800	800	800	800	800	800	800
081010-8002	FURNITURE & FIXTURES		3,985	1,137	900		900	900	2,765	2,765	1,000	2,765	2,765	1,000	2,765	1,000	2,765
081010-8003	COMPUTER HARDWARE																
081010-8004	COMPUTER SOFTWARE				2,400		2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
081010-8005	MOTOR VEHICLES																
	TOTAL DEPARTMENT	980,817	1,076,463	1,067,377	1,241,098	748,841	1,143,618	1,241,098	1,385,060	1,385,060	1,217,002	1,385,060	1,385,060	1,217,002	1,385,060	1,217,002	1,385,060
	81020																
081020-5603	TOURISM & ECON DEVELOPMENT																
081020-5603	TOURISM DEVELOPMENT	97,139	56,526	319,179	207,687	56,012	502,807	207,687	277,802	277,802	277,802	277,802	277,802	277,802	277,802	277,802	277,802
081020-5677	GREATER AUGUSTA CHAMBER OF C	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	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	172,141	172,141	172,141	172,141	172,141	172,141	172,141	172,141	172,141
081020-5698	FINE ARTS GRANT	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500	9,500
081020-5700	AUGUSTA COUNTY FAIR	6,430	201,206	472,976	361,767	208,894	655,689	361,767	469,443	469,443	469,443	469,443	469,443	469,443	469,443	469,443	469,443
	TOTAL DEPARTMENT	248,249															
	81050																
081050-1100	ECONOMIC DEVELOPMENT																
081050-1100	SALARIES & WAGES	100,972	130,717	134,334	145,227	97,468	147,291	145,227	149,467	149,467	149,467	149,467	149,467	149,467	149,467	149,467	149,467
081050-2100	EMPLOYERS SHARE-FICA	6,261	8,679	8,982	11,110	6,828	10,808	11,110	11,434	11,434	11,434	11,434	11,434	11,434	11,434	11,434	11,434
081050-2210	EMPLOYERS SHARE-RETIREMENT	8,077	13,439	14,073	15,089	10,127	15,304	15,089	15,530	15,530	15,530	15,530	15,530	15,530	15,530	15,530	15,530
081050-2300	EMPLOYERS SHARE-HOSPITALIZAT	14,190	26,456	22,572	17,688	11,474	17,582	17,688	17,688	17,688	17,688	17,688	17,688	17,688	17,688	17,688	17,688
081050-2400	EMPLOYERS SHARE-GROUP LIFE I	1,122	1,685	1,764	1,946	1,306	1,973	1,946	2,003	2,003	2,003	2,003	2,003	2,003	2,003	2,003	2,003
081050-2500	EMPLOYERS SHARE-VRS HYBRID S	45	267	252	462	192	290	462	295	295	295	295	295	295	295	295	295
081050-2700	WORKERS COMPENSATION INS.	3,258	2,375	3,118	3,429	2,232	2,232	3,429	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455	2,455
081050-3600	ADVERTISING/MARKETING	8,816	21,765	13,296	30,000	7,012	30,000	30,000	31,500	31,500	30,000	31,500	31,500	30,000	31,500	30,000	31,500
081050-5201	POSTAL SERVICES	278	381	385	700	143	700	700	800	800	700	800	800	700	800	700	800

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		PROJECTED		Dept		Admin		Adopted	
		FY/2020	FY/2021	FY/2022	FY/2022	ADOPTED	ACTUAL	ACTUAL	ACTUAL	2023/02	ACTUAL	FY/2024	REQUEST	FY/2024	RECOMMEND	FY/2024	BUDGET
081050-5203	TELEPHONE SERVICES	1,403	1,271	1,290	1,560	888	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	1,560	
081050-5305	MOTOR VEHICLE INSURANCE	555	552	546	600	556	600	600	600	556	556	600	600	600	600	600	
081050-5501	TRAVEL EXPENSES	2,763	2,907	6,443	6,000	1,949	6,000	6,000	6,000	6,000	6,000	7,300	6,500	6,500	6,500		
081050-5674	SHENANDOAH VALLEY PARTNERSHI	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	75,013	77,487	77,487	77,487	77,487		
081050-5675	SMALL BUSINESS DEVELOPMENT C	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	14,000	14,000	14,000	14,000		
081050-5801	DUES & SUBSCRIPTIONS	5,208	5,085	6,810	6,580	5,669	6,580	6,580	6,580	5,669	5,669	6,805	6,805	6,805	6,805		
081050-6001	OFFICE SUPPLIES	1,611	728	477	1,800	368	1,800	1,800	1,800	368	368	1,800	1,800	1,800	1,800		
081050-6008	MOTOR VEHICLE FUEL	212	104	506	900	446	900	900	900	446	446	900	900	900	900		
081050-6009	MOTOR VEHICLE MAINTENANCE	78	79	310	200	377	200	200	200	377	377	200	200	200	200		
081050-8002	FURNITURE & FIXTURES	241,862	303,659	302,171	330,304	234,048	330,304	330,304	330,304	234,048	234,048	341,824	338,152	338,152	338,152		
	COMMUNITY DEVELOPMENT	1,470,928	1,581,328	1,842,524	1,933,169	1,191,783	1,933,169	1,933,169	1,933,169	1,191,783	1,191,783	2,196,327	2,024,597	2,024,597	2,024,597		
	EXTENSION OFFICE																
083010-1100	SALARIES & WAGES-V.P.I.	61,560	85,457	87,083	133,194	66,710	133,194	133,194	133,194	66,710	66,710	150,418	150,418	150,418	150,418		
083010-1300	SALARIES & WAGES/PART-TIME	17,351	24,119	24,559	1,444	1,444	1,444	1,444	1,444	1,444	1,444	3,000	3,000	3,000	3,000		
083010-5203	TELEPHONE SERVICES	1,868	1,866	1,875	3,000	1,255	3,000	3,000	3,000	1,255	1,255	3,000	3,000	3,000	3,000		
083010-5501	TRAVEL EXPENSES	1,856	977	2,947	3,500	1,702	3,500	3,500	3,500	1,702	1,702	4,000	3,500	3,500	3,500		
083010-6001	OFFICE SUPPLIES	541	201	609	800	204	800	800	800	204	204	800	800	800	800		
083010-6002	4-H PROGRAM SUPPLIES	361	455	700	700	210	700	700	700	210	210	700	700	700	700		
	TOTAL DEPARTMENT	83,537	112,620	117,528	141,194	71,525	141,194	141,194	141,194	71,525	71,525	159,018	158,418	158,418	158,418		
83020	AGRICULTURAL DEVELOPMENT																
83050	AGRICULTURAL OUTREACH																
083050-6003	AGRICULTURE SUPPLIES & MAINT																
083050-6007	AGRICULTURAL DEVELOPMENT FUN		5,500	6,760	6,760	950	6,760	6,760	6,760	950	950	20,000	6,760	6,760	6,760		
	TOTAL DEPARTMENT		5,500	6,760	6,760	950	6,760	6,760	6,760	950	950	20,000	6,760	6,760	6,760		
	AGRICULTURAL DEVELOPMENT	83,537	118,120	124,288	147,954	72,475	147,954	147,954	147,954	72,475	72,475	179,018	165,178	165,178	165,178		
90000	NONDEPARTMENTAL																
92020	OTHER OPERATIONAL FUNCTION																
092020-1100	HEADWATERS CONSERVATION TECH	65,227	65,227	65,227	68,488	68,488	68,488	68,488	68,488	68,488	68,488	71,912	71,912	71,912	71,912		
092020-1600	COMP-VARIOUS BDS. & COMMISS	3,409	5,345	3,317	6,000	2,647	6,000	6,000	6,000	2,647	2,647	6,000	6,000	6,000	6,000		
092020-2220	LINE OF DUTY	100,742	110,723	115,134	120,891	96,633	120,891	120,891	120,891	96,633	96,633	133,752	133,752	133,752	133,752		
092020-2300	HOSPITALIZATION-DEPENDENT CA	818,206	890,495	946,186	560,000	605,189	560,000	560,000	560,000	605,189	605,189	936,180	455,000	455,000	455,000		
092020-2301	HEALTH SAVINGS ACCOUNT	39,378	40,503	39,670	40,000	27,167	40,000	40,000	40,000	27,167	27,167	41,000	41,000	41,000	41,000		
092020-2600	UNEMPLOYMENT	156	12	918	2,000	1,278	2,000	2,000	2,000	1,278	1,278	2,000	2,000	2,000	2,000		
092020-2700	WORKERS COMPENSATION INS.																
092020-2800	OTHER BENEFITS	3,533	4,193	4,058	4,000	2,897	4,000	4,000	4,000	2,897	2,897	4,000	4,000	4,000	4,000		
092020-2801	HOSPITALIZATION-RETIRES				25,000		25,000	25,000	25,000			25,000	25,000	25,000	25,000		
092020-3130	CONSULTING SERVICES-CONSORTI	11,000	11,000	13,000	13,000	8,667	13,000	13,000	13,000	8,667	8,667	13,000	13,000	13,000	13,000		
092020-5683	HEADWATERS SOIL CONSERV/DIST	30,701	30,701	30,701	31,029	31,029	31,029	31,029	31,029	31,029	31,029	31,591	31,591	31,591	31,591		
092020-8002	FURNITURE & FIXTURES	5,815		356	1,500	444	1,500	1,500	1,500	444	444	1,500	1,500	1,500	1,500		
092020-9995	PAY & CLASS. PLAN-COMP BOARD				113,800		113,800	113,800	113,800			196,232	196,232	196,232	196,232		
092020-9997	PAY & CLASS. PLAN-COUNTY				293,928		293,928	293,928	293,928			509,281	509,281	509,281	509,281		
092020-9998	PAY & CLASS. PLAN-OPEB				25,000		25,000	25,000	25,000			25,000	25,000	25,000	25,000		
092020-9999	PAY & CLASS. PLAN-PART TIME				10,000		10,000	10,000	10,000			10,000	10,000	10,000	10,000		
	TOTAL DEPARTMENT	1,078,167	1,158,199	1,218,567	1,314,636	742,298	1,314,636	1,314,636	1,314,636	742,298	742,298	2,006,448	1,525,268	1,525,268	1,525,268		

GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
92030	CONTRIBUTIONS									
092030-5602	MENTAL HEALTH SERVICES BOARD	197,000	197,000	197,000	215,000	161,250	215,000	429,944	236,500	
092030-5604	VALLEY EDUCATION ALLIANCE	1,000	1,000	1,000	1,000	1,000	1,000	3,000		
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-PDG TRANSIT	41,000		41,107	43,510	43,510	43,510	50,638	50,638	
092030-5704	INTER-REGIONAL PUBLIC TRANSI			12,346	1,109	11,094	11,094	11,351	11,351	
092030-5711	COMMUNITY CENTERS (FROM P&R)	8,750	8,750	8,750	8,750	8,750	8,750	8,750	8,750	
092030-5714	CRAIGSVILLE MEALS TAX	23,058	22,606	19,010	23,276	23,276	23,276	21,721	21,721	
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		
092030-5720	CRAIGSVILLE PERSONAL PROPERT	37,337	38,986	40,386	40,386	46,859	46,859	46,859	46,859	
092030-5750	LIONS OF VA-TAX EXEMPTION	658	616	586	578	578	578	597	597	
092030-5751	OAK GROVE THEATER-TAX EXEMPT	2,788	2,847	2,847	2,847	2,847	2,847	2,846	2,846	
092030-5756	VALLEY CHILDREN'S ADVOCACY C	5,000	5,000	5,000	11,613	11,613	11,613	13,654	13,654	
092030-5757	SOUTHEAST RURAL COMM. PRO (S							5,000		
092030-5759	CREATIVE WORKS FARM-TAX EXPE				2,176	2,176	2,176	3,183	3,183	
092030-5760	CAP-SAW CONTRIBUTION	52,100	52,100	52,100	63,125	63,125	63,125	63,125	63,125	
092030-5761	TALKING BOOK CENTER				4,000	4,000	4,000	7,000	4,000	
092030-5762	AUGUSTA MILITARY ACADEMY ALU							30,000		
092030-5763	VASAP							7,000		
092030-5764	RIVERHEADS WEEKLY RELIGIOUS	444,481	404,695	454,922	493,160	408,516	509,618	783,824	539,014	
	TOTAL DEPARTMENT									
92040	CONTINGENCIES									
092040-9997	FEMA GRANT DISBURSEMENTS									
092040-9998	CDBG-FIELDS OF GOLD AGRITOUR									
092040-9999	CONTINGENCIES	106,520	118,501	69,885	55,000	19,355	55,000	55,000	55,000	
	TOTAL DEPARTMENT	106,520	118,501	69,885	55,000	19,355	55,000	55,000	55,000	
	OTHER OPERATIONAL FUNCTIO	1,629,168	1,681,395	1,743,374	1,862,796	1,170,169	1,781,229	2,845,272	2,119,282	
94000	TRANSFERS TO OTHER FUNDS									
094000-0015	TRANSFERS TO REVENUE RECOVER	160,000	160,000	160,000	160,000	38,167	160,000	160,000	160,000	
094000-0023	TRANSFERS TO VPA FUND	910,365	1,736,885	1,142,056	1,295,745	898,949	1,506,036	1,551,999	1,276,340	
094000-0024	TRANSFERS TO CSA FUND	1,719,404	1,641,544	1,505,820	1,550,000	1,297,261	1,860,488	1,960,000	1,550,000	
094000-0041	TRANSFERS TO SCHOOL FUND	42,875,642	43,567,966	44,796,672	47,743,342	30,845,896	47,743,342	48,920,455	49,028,505	
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	1,080,000	
094000-0045	TRANSFERS TO DEBT FUND	7,323,616	7,270,996	7,086,281	7,320,527	7,115,114	4,127,219	7,317,963	7,317,963	
094000-0070	TRANSFERS TO CO. CAPITAL IMP	9,492,542	16,124,132	11,287,013	4,810,198		18,123,270	4,379,309	64,792,117	
	TOTAL DEPARTMENT	63,561,569	71,581,513	67,057,842	63,959,812	41,275,387	74,600,355	65,369,726	64,792,117	
	TRANSFERS TO OTHER FUNDS	63,561,569	71,581,513	67,057,842	63,959,812	41,275,387	74,600,355	65,369,726	64,792,117	
	-TOTAL FOR FUND	104,554,399	115,424,493	115,231,087	114,727,590	74,048,359	130,014,961	130,107,672	118,980,727	



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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET	
<b>FIRE REVOLVING LOAN FUND</b>											
50000	DISBURSEMENT OF LOANS										
050000-5300	DISBURSEMENTS (LOANS)	500,000		500,000	500,000	1,000,000	1,000,000	500,000		500,000	
050000-6014	GEAR PURCHASES	72,087	51,685	74,068	105,000	20,150	105,000	105,000		105,000	
	TOTAL DEPARTMENT	572,087	51,685	574,068	605,000	1,020,150	1,105,000	605,000		605,000	
	DISBURSEMENT OF LOANS	572,087	51,685	574,068	605,000	1,020,150	1,105,000	605,000		605,000	
	-TOTAL FOR FUND	572,087	51,685	574,068	605,000	1,020,150	1,105,000	605,000		605,000	
<b>ASSET FORFEITURE FUND</b>											
31030	OPERATIONS										
031030-1100	SALARIES & WAGES										
031030-1200	OVER-TIME	36,457	32,605	29,562	35,000	19,607	35,000	35,000		35,000	
031030-2100	EMPLOYERS SHARE-FICA	2,640	2,345	2,141	3,000	2,448	2,400	3,000		3,000	
031030-6010	POLICE SUPPLIES	1,100				21,692	21,692				
031030-8005	MOTOR VEHICLES		1,351								
031030-9999	OPERATIONS SUPPORT/INVESTIGA	2,000			10,000		10,000	10,000		10,000	
	TOTAL DEPARTMENT	42,197	36,301	31,703	48,000	42,747	69,092	48,000		48,000	
	OPERATIONS	42,197	36,301	31,703	48,000	42,747	69,092	48,000		48,000	
	-TOTAL FOR FUND	42,197	36,301	31,703	48,000	42,747	69,092	48,000		48,000	
<b>ECONOMIC DEVELOPMENT FUND</b>											
53000	EXPENDITURES - EDA										
053000-1600	COMPENSATION OF MEMBERS		1,600	1,450	2,000	1,450	2,000	2,000		2,000	
053000-5501	TRAVEL & TRAINING (MILEAGE)		215	442	400	427	450	450		450	
053000-8000	CONTRIBUTIONS	478,983	167,020	455,215	400,000		830,000	800,000		800,000	
	TOTAL DEPARTMENT	478,983	168,835	457,107	402,400	1,877	832,450	802,450		802,450	
53010	EXPENDITURES - COUNTY										
053010-8000	CONTRIBUTION TO THE EDA										
	EXPENDITURES - EDA	478,983	168,835	457,107	402,400	1,877	832,450	802,450		802,450	
	-TOTAL FOR FUND	478,983	168,835	457,107	402,400	1,877	832,450	802,450		802,450	

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32000	REVENUE RECOVERY FUND												
32020	VOLUNTEER CONTRIBUTIONS												
032020-9001	DEERFIELD RESCUE SQUAD	8,693	6,930	17,099	8,077	5,335	7,400	10,900		10,900			
032020-9002	CHURCHVILLE RESCUE SQUAD	108,595	74,023	76,291	91,023	48,961	70,000	75,150		75,150			
032020-9003	STUARTS DRAFT RESCUE SQUAD	255,849	266,131	341,459	247,170	234,878	330,000	303,000		303,000			
032020-9005	NEW HOPE RESCUE SQUAD	32,487	35,372	36,129	32,528	26,000	35,900	34,600		34,600			
032020-9006	MOUNT SOLON RESCUE SQUAD	46,575	49,252	49,756	44,796	49,756	63,000	46,700		46,700			
032020-9007	WEYERS CAVE	36,939	39,922	50,910	38,217	36,102	49,700	42,600		42,600			
	TOTAL DEPARTMENT	489,138	466,628	571,140	461,811	401,032	556,000	512,950		512,950			
32040	SERVICE FEES												
032040-1100	SALARIES & WAGES	24,340	63,977	70,204	70,821	47,401	71,717	72,946		72,946			
032040-2100	EMPLOYERS SHARE-FICA	1,769	4,772	5,257	5,364	3,492	5,408	5,580		5,580			
032040-2210	EMPLOYERS SHARE-RETIREMENT	2,379	6,447	7,001	7,378	4,968	7,494	7,579		7,579			
032040-2300	EMPLOYERS SHARE-HOSPITALIZAT	8,120	14,371	15,352	15,919	10,001	15,588	15,919		15,919			
032040-2400	EMPLOYERS SHARE-GROUP LIFE I	331	808	878	940	641	967	977		977			
032040-2500	EMPLOYERS SHARE-VRS HYBRID S	133	318	346	596	252	381	385		385			
032040-2700	WORKERS COMPENSATION INS.	60	64	64	72	47	47	52		52			
032040-3100	PROFESSIONAL SERVICES	12,715	17,519	12,626	12,523	8,805	13,300	13,400		13,400			
032040-3125	COLLECTION AGENCY FEE			264	500	219	500	500		500			
032040-5201	POSTAL SERVICES	1,655	882	639	1,300	393	1,300	1,100		1,100			
032040-5203	TELEPHONE SERVICES	275	300	300	350	200	350	350		350			
032040-5501	TRAVEL EXPENSES	4,505	1,958	470	3,000	2,177	3,000	3,800		3,800			
032040-6001	OFFICE SUPPLIES	1,532	689	522	2,550	569	2,550	2,550		2,550			
032040-8002	OFFICE EQUIPMENT & FURNITURE	74	309		500		500	500		500			
032040-8005	CAPITAL OUTLAY-AMBULANCE PUR							322,834		322,834			
	TOTAL DEPARTMENT	57,828	112,410	113,923	121,813	79,165	123,102	448,472		448,472			
	REVENUE RECOVERY FUND	546,966	579,038	685,063	583,624	480,197	679,102	961,422		961,422			
92000	CONTINGENCIES												
92040	CONTINGENCIES												
092040-9991	STAUNTON AUGUSTA RESCUE	24,139	19,915	26,018	25,000	20,296	26,000	26,000		26,000			
092040-9992	WAYNESBORO FIRST AID CREW	12,173	15,920	18,706	17,800	17,872	21,800	21,800		21,800			
092040-9993	AUGUSTA AGENCY CONTRIBUTION	14,071	13,523	13,952	117,200		112,200	112,200		112,200			
	TOTAL DEPARTMENT	50,383	49,358	58,676	160,000	38,168	160,000	160,000		160,000			
	CONTINGENCIES	50,383	49,358	58,676	160,000	38,168	160,000	160,000		160,000			
94000	TRANSFERS TO OTHER FUNDS												
	TRANSFERS TO OTHER FUNDS												
094000-0011	TRANSFERS TO GENERAL FUND	783,413	1,104,963	1,403,563	1,241,376	1,035,598	1,307,698	1,280,012		1,280,012			
	TOTAL DEPARTMENT	783,413	1,104,963	1,403,563	1,241,376	1,035,598	1,307,698	1,280,012		1,280,012			
	TRANSFERS TO OTHER FUNDS	783,413	1,104,963	1,403,563	1,241,376	1,035,598	1,307,698	1,280,012		1,280,012			
	-TOTAL FOR FUND	1,380,762	1,733,359	2,147,302	1,985,000	1,553,963	2,146,800	2,401,434		2,401,434			

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												ARPA FUND
10000	GENERAL GOVERNMENT ADM											
12000	GENERAL GOVERNMENT											
12010	COUNTY ADMINISTRATOR											
012010-3600	ADVERTISING	311	21,600	21,600								
012010-3700	MARKETING & COMMUNICATIONS		41,895	41,895								
012010-5801	DUES & SUBSCRIPTIONS	2,455	20,868	20,868								
012010-6001	SUPPLIES	118	1,395	1,395								
012010-6002	FURNITURE & FIXTURES	177	1,929	1,929								
012010-8003	GOVERNMENT CENTER STORMWATER			7,520		6,675	32,675	453,000	453,000			
012010-8004	ECC/P&R RENOVATION PROJECT			18,540		217,282	3,180,504	2,120,338	2,120,338			
	TOTAL DEPARTMENT	3,061	87,687	47,660		223,957	3,213,179	2,573,338	2,573,338			
12030	HUMAN RESOURCES											
012030-6001	SUPPLIES		35									
	TOTAL DEPARTMENT		35									
12090	COMMISSIONER OF REVENUE											
012090-6001	SUPPLIES		104									
012090-8002	FURNITURE & FIXTURES	442										
	TOTAL DEPARTMENT	442	104									
12130	TREASURER											
012130-6001	SUPPLIES		14									
012130-8002	FURNITURE & FIXTURES	354										
	TOTAL DEPARTMENT	368										
12150	FINANCE											
012150-5801	DUES & SUBSCRIPTIONS	40	280									
012150-6001	SUPPLIES		63									
012150-8002	FURNITURE & FIXTURES	177										
	TOTAL DEPARTMENT	217	343									
12200	INFORMATION TECHNOLOGY											
012200-3320	MAINTENANCE SERVICE CONTRACT	199	5,784	12,515								
012200-3322	CONTRACT SERVICES	525	700									
012200-5203	TELEPHONE SERVICES	117										
012200-5801	DUES & SUBSCRIPTIONS	40	280									
012200-6001	SUPPLIES	172										
012200-8004	COMPUTER SERVICES	3,974	37,725									
	TOTAL DEPARTMENT	5,027	44,489	12,515								
	GENERAL GOVERNMENT	9,115	132,658	60,175		223,957	3,213,179	2,573,338	2,573,338			
13010	BOARD OF ELECTIONS											
013010-1300	SALARY & WAGES/PART TIME		28,257									
013010-3600	COMMUNICATIONS											
013010-5501	SECURITY AND TRAINING											
013010-5801	DUES & SUBSCRIPTIONS	20	140									
013010-6001	SUPPLIES-DOE CARES FUNDS ONL		22,342									

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013010-6028	VOTING PROCESSES		13,071								
	TOTAL DEPARTMENT	20	63,810								
	BOARD OF ELECTIONS	20	63,810								
21000	JUDICIAL										
21010	CIRCUIT COURT										
21020	GENERAL DISTRICT COURT										
021020-6001	SUPPLIES	1,883									
	TOTAL DEPARTMENT	1,883									
21030	MAGISTRATE										
021030-6001	SUPPLIES	42	242								
	TOTAL DEPARTMENT	42	242								
21060	CLERK OF CIRCUIT COURT										
021060-6001	SUPPLIES		9,755								
	TOTAL DEPARTMENT		9,755								
	JUDICIAL	1,925	9,997								
22010	COMMONWEALTH ATTORNEY										
022010-5801	DUES & SUBSCRIPTIONS	40	300								
022010-6001	SUPPLIES	512									
022010-8002	FURNITURE & FIXTURES	2,294									
	TOTAL DEPARTMENT	2,846	300								
	COMMONWEALTH ATTORNEY	2,846	300								
31000	LAW ENFORCEMENT & DISPATCH										
31020	SHERIFF										
031020-3202	PROFESSIONAL SERVICES	1,065									
031020-5801	DUES & SUBSCRIPTIONS	20	5,988								
031020-6001	OFFICE SUPPLIES	4,039	3,461								
031020-6009	MOTOR VEHICLE MAINT & SUPPLI	12,145									
031020-6010	POLICE SUPPLIES	3,484	1,835								
031020-8001	EQUIPMENT	2,974	26,403								
	TOTAL DEPARTMENT	11,556	380,100	17,305	380,100	109,075	271,025	271,025	271,025		
31040	EMERGENCY COMMUNICATIONS C										
031040-5801	DUES & SUBSCRIPTIONS	20	140								
031040-6001	SUPPLIES	330	148								
031040-6015	EMERGENCY MANAGEMENT EXPENSE		73,755								
031040-8001	COMPUTER EQUIPMENT	80	18,055								
031040-8002	FURNITURE & FIXTURES	430	95,652								
	TOTAL DEPARTMENT	11,986	122,055		380,100	109,075	271,025	271,025	271,025		
32010	FIRE DEPARTMENT										

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET		
032010-3110	MASK FITTING TEST	1,355	9,666									
032010-3320	HAZ MAT DISPOSAL CONTRACT		6,637									
032010-5501	EMPLOYEE QUARANTINE EXPENSES		920									
032010-5801	DUES & SUBSCRIPTIONS	180	1,259									
032010-8001	SUPPLIES	3,365	2,435									
032010-6012	EMS SUPPLIES	47,401	179,335		103,125		103,125	103,125	103,125	103,125		
032010-8001	EQUIPMENT											
032010-8002	FURNITURE & FIXTURES	6,219	163,579									
032010-8003	AFG COVID GRANT		69,039									
	TOTAL DEPARTMENT	58,520	432,870		103,125		103,125	103,125	103,125	103,125		
	FIRE DEPARTMENT	58,520	432,870		103,125		103,125	103,125	103,125	103,125		
	J&D COURT											
33030	J&D COURT											
033030-6001	SUPPLIES		428									
	TOTAL DEPARTMENT		428									
	J&D COURT		428									
	ANIMAL CONTROL											
35010	ANIMAL CONTROL											
035010-6001	SUPPLIES	103	125									
	TOTAL DEPARTMENT	103	125									
	ANIMAL CONTROL	103	125									
	FACILITIES MANAGEMENT											
43010	FACILITIES MANAGEMENT											
043010-3320	MAINTENANCE SERVICE CONTRACT		20,430									
043010-5801	DUE & SUBSCRIPTIONS		1,264									
043010-6001	SUPPLIES	34,042	35,134									
043010-6005	JANITORIAL SUPPLIES		13,628									
043010-8001	EQUIPMENT			9,130			14,110					
043010-8002	FURNITURE & FIXTURES	265	100,194									
	TOTAL DEPARTMENT	34,307	170,650	9,130		14,110	14,110					
	FACILITIES MANAGEMENT	34,307	170,650	9,130		14,110	14,110					
	PARKS & RECREATION											
71010	PARKS & RECREATION											
071010-5801	DUES & SUBSCRIPTIONS	20	140									
071010-6001	SUPPLIES		724									
071010-8002	FURNITURE & FIXTURES	354	864									
	TOTAL DEPARTMENT	374	864									
	PARKS & RECREATION	374	864									
	LIBRARY											
73010	LIBRARY											
073010-5801	DUES & SUBSCRIPTIONS		60									
073010-6001	SUPPLIES	442										
073010-8002	FURNITURE & FIXTURES	1,061	3,108									
073010-8003	LIBRARY OF VA-ARPA EXPENSES			23,358								
	TOTAL DEPARTMENT	1,503	3,168	23,358								

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET		
	LIBRARY	1,503	3,168	23,358								
80000	SPECIAL PROJECTS											
080000-8001	PUBLIC COUNTER & BOARDROOM C		115,473									
080000-8002	BOARDROOM AV UPGRADE-COVID		136,786									
080000-8003	F&R STATION TELECONFERENCE U		55,779									
080000-8004	F&R TRAINING AV UPGRADE-VIRT		3,714									
080000-8006	GOVT CENTER AUTOMATIC DOORS		234,962									
080000-8007	TOUCHLESS FIXTURES PROJECT		97,564									
080000-8008	COR CAMA SOFTWARE UPGRADE		264,500									
080000-8009	SHERIFF'S DISPATCH SOCIAL DI		5,399									
080000-8010	TURNOUT GEAR-FIRE AND RESCUE		94,952									
080000-8011	SHERIFF MDT'S x 10		85,662									
080000-8012	AV UPGRADE COMMUNITY DEVELOP		6,688									
080000-8013	SCHOOL SAFETY EQUIPMENT					51,891	159,349	90,651	90,651			
080000-8014	SRO EQUIPMENT x12					136,706	710,000	244,000	244,000			
	TOTAL DEPARTMENT		1,101,479			188,597	869,349	334,651	334,651			
	SPECIAL PROJECTS		1,101,479			188,597	869,349	334,651	334,651			
81010	COMMUNITY DEVELOPMENT											
081010-5801	DUES & SUBSCRIPTIONS	40	280									
081010-6001	SUPPLIES		219									
081010-8002	FURNITURE & FIXTURES	265	1,468									
	TOTAL DEPARTMENT	305	1,967									
81020	TOURISM & ECON. DEVELOPMEN											
081020-5603	VTC ARPA FUNDS (CFDA 21.027)			4,996		61,029	85,000	60,004	60,004			
081020-5801	DUES & SUBSCRIPTIONS	40	280									
081020-8002	FURNITURE & FIXTURES	40	280									
	TOTAL DEPARTMENT	40	280	4,996		61,029	85,000	60,004	60,004			
81050	ECONOMIC DEVELOPMENT											
081050-5603	CORONAVIRUS RELIEF SM. BUS G		212,000									
081050-5604	CAPSAW-MORTGAGE RELIEF FUNDI		50,000									
081050-5605	SBDC SMALL BUS. RESILIENCY P		3,157									
081050-5606	CFCBR NON-PROFIT GRANT		102,000									
081050-6001	SUPPLIES	3,000										
081050-8002	FURNITURE & FIXTURES	177										
081050-8003	VTC ARPA FUNDS (CFDA 21.027)		367,157									
	TOTAL DEPARTMENT	3,177	367,157									
	COMMUNITY DEVELOPMENT	3,522	369,404	4,996		61,029	85,000	60,004	60,004			
90000	NON-DEPARTMENTAL											
92020	NON-DEPARTMENTAL											
092020-2600	UNEMPLOYMENT	1,147	12,115									
	TOTAL DEPARTMENT	1,147	12,115									

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET		
092030-5100	UTILITY RELIEF (ACSA)		42,679	74,634								
092030-5601	MRRJ COVID EXPENSES	32,078	200,604									
092030-5602	ACSA COVID EXPENSES		52,963									
092030-5603	VASAP COVID EXPENSES		1,709									
092030-5604	TOWN OF CRAGSVILLE COVID EX		42,120									
092030-5605	VOLUNTEER AGENCY CONTRIBUTIO		30,353									
092030-5606	BROADBAND GRANT-SWOOPE FIXED		214,929	1								
092030-5607	BROADBAND GRANT NEW HOPE FIB		352,133									
092030-5608	BROADBAND GRANT-CHURCHVILLE		333,378									
092030-5609	DSS COVID EXPENSES		5,680									
092030-5610	BROADBAND "ALLPOINTS"				2,800,000	2,520,000	3,360,000	3,360,000	3,360,000	3,360,000		
	TOTAL DEPARTMENT	32,078	1,276,538	74,635	2,800,000	2,520,000	3,360,000	3,360,000	3,360,000	3,360,000		
092040-9998	PROVISION OF GOVERNMENT SERV				4,799,800							
092040-9999	COVID-19 RELATED EXPENDITURE				4,799,800							
	TOTAL DEPARTMENT				4,799,800							
	NON-DEPARTMENTAL	33,225	1,288,653	74,635	7,599,800	2,520,000	3,360,000	3,360,000	3,360,000	3,360,000		
94000	TRANSFERS TO OTHER FUNDS											
094000-0011	TRANSFERS TO GENERAL FUND	1,118,138	4,839,852	932,167								
094000-0015	TRANSFER TO REVENUE RECOVERY	20,320	1,735,178									
094000-0041	TRANSFERS TO SCHOOL FUND	1,138,458	6,575,030	932,167								
	TOTAL DEPARTMENT	1,138,458	6,575,030	932,167								
	TRANSFERS TO OTHER FUNDS	1,138,458	6,575,030	932,167								
	-TOTAL FOR FUND	1,295,904	10,271,491	1,104,461	8,083,025	3,024,998	7,753,838	6,702,143	6,702,143	6,702,143		

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GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET			
53000 VIRGINIA PUBLIC ASSISTANCE													
53010 ADMINISTRATION													
053010-1100	SALARIES & WAGES	6,277,964	6,709,237	6,482,999	7,293,396	4,341,391	7,293,396	7,947,473	7,947,473				
053010-2100	EMPLOYERS SHARE-FICA	465,100	489,037	471,102	583,788	318,340	583,788	635,990	635,990				
053010-2210	EMPLOYERS SHARE-RETIREMENT	583,155	681,577	641,232	800,326	431,734	800,326	849,045	849,045				
053010-2300	EMPLOYERS SHARE-HOSPITALIZAT	1,324,958	1,499,997	1,445,892	1,752,720	891,185	1,752,720	1,695,945	1,695,945				
053010-2400	EMPLOYERS SHARE-GROUP LIFE I	80,551	85,437	82,205	99,912	56,053	99,912	108,824	108,824				
053010-2500	EMPLOYERS SHARE-VRS HYBRID S	15,277	14,888	16,253	21,984	12,115	21,984	29,634	29,634				
053010-2600	UNEMPLOYMENT COMPENSATION	14,922	14,039	2,570	15,000	15,000	15,000	8,000	8,000				
053010-2700	WORKERS COMPENSATION INS.	16,786	18,038	19,624	21,000	15,695	21,000	18,000	18,000				
053010-2802	HEALTH SAVINGS ACCOUNT	14,751	17,085	13,168	19,000	7,311	19,000	16,000	16,000				
053010-3110	PROFESSIONAL HEALTH SERVICES	1,735	2,502	3,154	3,000	798	3,000	3,500	3,500				
053010-3120	LEGAL/OTHER PROFESSIONAL SER	171,899	151,067	151,543	165,000	98,926	165,000	170,000	170,000				
053010-3310	REPAIRS & MAINT.-CONTRACTUAL	55,727	56,086	58,591	66,000	33,403	66,000	71,000	71,000				
053010-5201	POSTAL SERVICES	27,595	25,279	22,729	26,000	14,547	26,000	27,000	27,000				
053010-5203	TELEPHONE SERVICES	90,139	51,739	63,761	54,000	28,627	54,000	56,000	56,000				
053010-5305	MOTOR VEHICLE INSURANCE	17,602	15,971	15,296	17,000	17,237	17,000	18,500	18,500				
053010-5306	SURETY BOND	443	894	1,711	1,800	2,040	1,800	2,200	2,200				
053010-5307	PUBLIC OFFICIAL LIABILITY IN	1,000	2,317	4,634	2,317	2,317	2,317	2,400	2,400				
053010-5402	RENT-BUILDING	168,291	137,935	129,979	146,000	77,264	146,000	150,000	150,000				
053010-5501	TRAVEL EXPENSES/TRAINING	18,701	212	6,288	8,000	4,379	8,000	8,000	8,000				
053010-5504	IN-SERVICE TRAINING & EDUCAT				1,000		1,000	1,000	1,000				
053010-5720	MEDICAID EXPANSION	171,539	306,114	338,420	337,817	339,089	337,817	366,123	366,123				
053010-5755	FAMILY FIRST			111,272		2,426							
053010-5756	APS COVID-19 RELIEF			18,996		8,821							
053010-5757	ADULT PROTECTION SERVICES AR			1,658		369							
053010-5801	DUES & SUBSCRIPTIONS/ADVERTI	2,352	3,200	3,658	2,500	1,807	2,500	4,000	4,000				
053010-6001	OFFICE SUPPLIES	26,715	13,415	20,845	21,000	12,672	21,000	24,000	24,000				
053010-6002	FOSTER CHILDREN'S MEALS	515	344	20									
053010-6008	MOTOR VEHICLE FUEL	24,698	15,366	36,843	35,000	24,791	35,000	47,000	47,000				
053010-6009	MOTOR VEHICLE MAINT. & SUPPL	18,316	10,279	18,435	17,000	10,685	17,000	18,500	18,500				
053010-8001	COMPUTER EQUIPMENT	4,285	1,673	4,690	4,000	415	4,000	4,500	4,500				
053010-8002	FURNITURE & FIXTURES	10,080	1,415	5,664	2,500	764	2,500	4,000	4,000				
053010-8005	MOTOR VEHICLES	34,044		46,779		-9,190							
	TOTAL DEPARTMENT	9,639,140	10,324,234	10,240,011	11,517,060	6,743,694	11,517,060	12,286,634	12,286,634				
53020 PUBLIC ASSISTANCE													
053020-5701	GENERAL RELIEF	12,736	16,688	20,578	20,000	9,160	20,000	21,000	21,000				
053020-5702	AUXILIARY GRANTS	144,057	148,483	238,773	215,700	156,987	215,700	288,569	288,569				
053020-5706	AID TO DEPT.CHILDREN-FOSTER	408,960	229,745	386,228	400,000	379,602	400,000	720,000	720,000				
053020-5712	MED OUTREACH/FIN IND PROG.	70,954	48,162	34,722	134,000	4,692	134,000	134,000	134,000				
053020-5714	SPECIAL ADOPTION PAYMENTS	189,247	121,271	69,443	82,000	54,507	82,000	82,000	82,000				
053020-5715	ADOPTION SUBSIDY PAYMENTS	1,560,291	1,454,943	1,444,970	1,500,000	849,736	1,500,000	1,500,000	1,500,000				
053020-5716	MED OUTREACH/FIN IND TEMP												
053020-5717	ADULT & APS SERVICES	30,175	29,209	23,270	31,000	25,035	31,000	35,000	35,000				
053020-5718	CLIENT PURCHASED SVCS	113,811	135,191	148,186	138,000	72,661	138,000	150,000	150,000				
053020-5720	MEDICAID EXPANSION	177,930											
053020-5725	VIEW PURCHASED SVCS	58,970	16,521	64,608	107,000	51,272	107,000	107,000	107,000				



GL NUMBER	DESCRIPTION	PREVIOUS YEAR FY/2020 ACTUAL	PREVIOUS YEAR FY/2021 ACTUAL	PREVIOUS YEAR FY/2022 ACTUAL	ADOPTED BUDGET	Actual 2023/02 ACTUAL	Projected PROJECTED ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
053020-5730	SNAPET PLEDGE		1,400	5,267	27,005		27,005	27,005	27,005	
053020-5750	FAMILY OUTREACH GRANT	146,493	220,942	249,940	248,000	131,338	248,000	248,000	248,000	
053020-5756	APS COVID-19 RELIEF			3,124						
053020-5757	ADULT PROTECTIVE SERVICES AR					6,526				
053020-5758	SAFE AND STABLES FAMILIES -			5,734		11,419				
	TOTAL DEPARTMENT	2,913,624	2,422,555	2,694,843	2,902,705	1,752,935	2,902,705	3,312,574	3,312,574	
053060-5715	FAMILY COMPREHENSIVE SERVICE		-13,788	-5,963						
	TOTAL DEPARTMENT		-13,788	-5,963						
	VIRGINIA PUBLIC ASSISTANCE	12,552,764	12,733,001	12,928,891	14,419,765	8,496,629	14,419,765	15,599,208	15,599,208	
99990	CITY OF STAUNTON									
099990-3100	STAUNTON PROGRAM COSTS	4,534	1,158			-296,518				
099990-3200	WAYNESBORO PROGRAM COSTS	769	2,099			-310,867				
	TOTAL DEPARTMENT	5,303	3,257			-607,385				
	CITY OF STAUNTON	5,303	3,257			-607,385				
	-TOTAL FOR FUND	12,558,067	12,736,258	12,928,891	14,419,765	7,889,244	14,419,765	15,599,208	15,599,208	
<b>COMPREHENSIVE SERVICES ACT</b>										
53060	COMPREHENSIVE SERVICES ACT									
053060-5715	FAMILY COMPREHENSIVE SERVICE	4,801,210	4,880,381	4,492,281	5,500,000	3,168,131	5,189,024	5,500,000	5,500,000	
	TOTAL DEPARTMENT	4,801,210	4,880,381	4,492,281	5,500,000	3,168,131	5,189,024	5,500,000	5,500,000	
	COMPREHENSIVE SERVICES ACT	4,801,210	4,880,381	4,492,281	5,500,000	3,168,131	5,189,024	5,500,000	5,500,000	
	-TOTAL FOR FUND	4,801,210	4,880,381	4,492,281	5,500,000	3,168,131	5,189,024	5,500,000	5,500,000	

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		PROJECTED		Dept		Admin		Adopted	
		FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL	ADOPTED BUDGET	ACTUAL	ACTUAL	ACTUAL	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 BUDGET			
		DEBT FUND															
92040	DEBT SERVICE-COUNTY BONDS																
092040-9100	BOND REDEMPTION-COUNTY BON																
092040-9124	BOND REDEMPTION - #21 VRA GR	92,677	92,677	92,677	92,677	46,338	92,677	92,677	92,677	92,677	92,677	92,677	92,677	92,677	92,677	92,677	92,677
092040-9125	BOND REDEMPTION - #22 VRA RT	265,000	275,000	290,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	315,000	315,000	315,000	315,000	315,000	315,000
092040-9126	BOND REDEMPTION - #23 VRA WA	180,000	190,000	200,000	210,000	210,000	210,000	210,000	210,000	210,000	210,000	220,000	220,000	220,000	220,000	220,000	220,000
092040-9255	INTEREST ON BOND #22 VRA RT.	136,378	123,316	112,738	101,569	54,403	101,569	101,569	101,569	101,569	101,569	86,734	86,734	86,734	86,734	86,734	86,734
092040-9256	INTEREST ON BOND #23 VRA WAT	57,381	48,550	39,206	28,700	17,041	28,700	28,700	28,700	28,700	28,700	17,681	17,681	17,681	17,681	17,681	17,681
	TOTAL DEPARTMENT	731,436	729,543	734,621	732,946	627,782	732,946	732,946	732,946	732,946	732,946	732,092	732,092	732,092	732,092	732,092	732,092
92050	DEBT SERVICE-SCHOOL BONDS																
092050-3099	HANDLING CHARGES	4,900	4,900	4,900	4,900	4,850	4,900	4,900	4,900	4,900	4,900	6,525	6,525	6,525	6,525	6,525	6,525
092050-9113	BOND REDEMPTION - #13 1999 A	100,000															
092050-9114	BOND REDEMPTION - #14 1999 B	369,360															
092050-9115	BOND REDEMPTION - #15 2004 A	295,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000
092050-9116	BOND REDEMPTION - #16 2004 B	347,920	352,774	356,263	360,859	360,859	360,859	360,859	360,859	360,859	360,859	366,334	366,334	366,334	366,334	366,334	366,334
092050-9117	BOND REDEMPTION - #17 2006 B	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000	1,330,000
092050-9121	BOND REDEMPTION - #18 2007 A	645,774	656,480	667,748	677,002	677,002	677,002	677,002	677,002	677,002	677,002	686,738	686,738	686,738	686,738	686,738	686,738
092050-9122	BOND REDEMPTION - #19 QSCB 2	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750	468,750
092050-9123	BOND REDEMPTION - #20 2012B	270,000	285,000	300,000	315,000	315,000	315,000	315,000	315,000	315,000	315,000	330,000	330,000	330,000	330,000	330,000	330,000
092050-9124	BOND REDEMPTION - #21 2016A	985,000	1,035,000	1,090,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000	1,205,000
092050-9125	BOND REDEMPTION - #22 2016B	500,000	530,000	555,000	585,000	585,000	585,000	585,000	585,000	585,000	585,000	615,000	615,000	615,000	615,000	615,000	615,000
092050-9126	BOND REDEMPTION - #23 2022B											400,000	400,000	400,000	400,000	400,000	400,000
092050-9200	INTEREST ON BONDS-SCHOOL B																
092050-9247	INTEREST ON BOND #13 1999 A	3,050															
092050-9248	INTEREST ON BOND #14 1999 B	11,265															
092050-9249	INTEREST ON BOND #15 2004 A	81,473	66,555	31,386	16,382	16,382	16,382	16,382	16,382	16,382	16,382	2,394	2,394	2,394	2,394	2,394	2,394
092050-9250	INTEREST ON BOND #16 2004 B	88,955	72,851	58,092	42,266	42,266	42,266	42,266	42,266	42,266	42,266	25,541	25,541	25,541	25,541	25,541	25,541
092050-9251	INTEREST ON BOND #17 2006 B	349,031	290,951	230,958	173,708	173,708	173,708	173,708	173,708	173,708	173,708	114,380	114,380	114,380	114,380	114,380	114,380
092050-9252	INTEREST ON BOND #18 2007 A	295,477	262,269	228,501	196,749	196,749	196,749	196,749	196,749	196,749	196,749	164,512	164,512	164,512	164,512	164,512	164,512
092050-9253	INTEREST ON BOND #19 QSCB 20	19,413	17,996	19,238	19,238	9,619	19,238	19,238	19,238	19,238	19,238	19,238	19,238	19,238	19,238	19,238	19,238
092050-9254	INTEREST ON BOND #20 2012 A	217,733	203,719	188,948	173,419	173,419	173,419	173,419	173,419	173,419	173,419	147,132	147,132	147,132	147,132	147,132	147,132
092050-9255	INTEREST ON BOND #21 2016 A	919,026	868,021	814,365	757,805	757,805	757,805	757,805	757,805	757,805	757,805	698,341	698,341	698,341	698,341	698,341	698,341
092050-9256	INTEREST ON BOND #22 2016 B	502,980	476,973	449,576	420,791	420,791	420,791	420,791	420,791	420,791	420,791	390,491	390,491	390,491	390,491	390,491	390,491
092050-9257	INTEREST ON BOND #23 2022B				465,996							1,202,343	1,202,343	1,202,343	1,202,343	1,202,343	1,202,343
092050-9258	INTEREST ON BOND 2023 A											1,515,343	1,515,343	1,515,343	1,515,343	1,515,343	1,515,343
	TOTAL DEPARTMENT	7,805,107	7,212,239	7,083,745	7,447,865	6,503,450	7,447,865	7,447,865	7,447,865	7,447,865	6,983,495	9,978,062	9,978,062	9,978,062	9,978,062	9,978,062	9,978,062
	DEBT SERVICE-COUNTY BONDS	8,536,543	7,941,782	7,818,366	8,180,811	7,131,232	8,180,811	8,180,811	8,180,811	8,180,811	7,716,441	10,710,154	10,710,154	10,710,154	10,710,154	10,710,154	10,710,154
	-TOTAL FOR FUND	8,536,543	7,941,782	7,818,366	8,180,811	7,131,232	8,180,811	8,180,811	8,180,811	8,180,811	7,716,441	10,710,154	10,710,154	10,710,154	10,710,154	10,710,154	10,710,154

GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		Projected ACTUAL	Dept FY/2024 REQUEST	Admin FY/2024 RECOMMEND	Adopted FY/2024 BUDGET
		FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL	ADOPTED BUDGET	2023/02 ACTUAL	PROJECTED ACTUAL						
80000	CAPITAL OUTLAYS												
080000-8005	ACQ. & DEVELOPMENT-LANDFILL	394,323	719,733	386,453	400,000	283,825	400,000	400,000	400,000	400,000	400,000	400,000	
080000-8011	INFRASTRUCTURE-BEVERLEY MANO	17,592	111,252	170,125	50,000		50,000	50,000	50,000	50,000	50,000	50,000	
080000-8012	INFRASTRUCTURE-MIDDLE RIVER	40,519	123,723	10,714	50,000	690	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8013	INFRASTRUCTURE-NORTH RIVER	49,513	103,175	38,718	50,000		50,000	50,000	50,000	50,000	50,000	50,000	
080000-8014	INFRASTRUCTURE-PASTURES	26,314	79,851	17,102	50,000		50,000	50,000	50,000	50,000	50,000	50,000	
080000-8015	INFRASTRUCTURE-RIVERHEADS	4,154	393	10,852	50,000	15,000	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8016	INFRASTRUCTURE-SOUTH RIVER	14,941	122	179,252	50,000	690	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8017	INFRASTRUCTURE-WAYNE	5,876	123	714	50,000	40,360	50,000	50,000	50,000	50,000	50,000	50,000	
080000-8021	MATCHING GRANTS-BEVERLEY MAN		5,000	720	15,000	16,983	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8022	MATCHING GRANTS-MIDDLE RIVER		500	31,286	15,000	776	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8023	MATCHING GRANTS-NORTH RIVER		1,500	1,500	15,000	12,453	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8024	MATCHING GRANTS-PASTURES	22,128	1,500	1,500	15,000	18,858	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8025	MATCHING GRANTS-RIVERHEADS	918			15,000	19,547	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8026	MATCHING GRANTS-SOUTH RIVER		13,082	2,220	15,000	18,858	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8027	MATCHING GRANTS-WAYNE				15,000	18,858	15,000	15,000	15,000	15,000	15,000	15,000	
080000-8049	ELECTORAL BD - VOTING MACHIN		742		25,000		139,000	25,000	25,000	25,000	25,000	25,000	
080000-8053	LIBRARY-AUTOMATION	20,191	1,556	25,919	17,000	35,062	117,775	17,000	17,000	17,000	17,000	17,000	
080000-8055	CRAIGSVILLE/AUGUSTA SPRINGS			14,956									
080000-8057	FIRE & RESCUE EQUIP/APPARTUS	1,289,533	1,225,101	317,740	570,500	39,183	1,470,500	570,500	570,500	570,500	570,500	570,500	
080000-8058	EMERGENCY COMMUNICATIONS	475,615	150,564	27,851	1,156,164	45,311	2,495,500	495,500	495,500	495,500	495,500	495,500	
080000-8059	FIRE TRAINING CENTER		74,470	13,669									
080000-8060	SHERIFF EQUIP/K-9	215,796	-7,059	78,590	50,000	11,409	340,001	50,000	50,000	50,000	50,000	50,000	
080000-8070	SCHOLASTIC WAY PROJECT	93,910											
080000-8073	GREENVILLE SEWER												
080000-8074	HEALTH DEPARTMENT	11,000	-33,957										
080000-8134	COUNTY SCHOOLS						4,544,094						
080000-8135	REGIONAL CORRECTION FACILITY	1,234,469	750,963	478,862	1,064,124	1,919,361	1,544,124	1,064,124	1,064,124	1,064,124	1,064,124	1,064,124	
080000-8139	TOURIST INFORMATION CENTER	-2,613	-29,013	-282,564	10,000		10,000	10,000	10,000	10,000	10,000	10,000	
080000-8141	GEOGRAPHICAL INFO.SYSTEM	2,352	7,636	19,568		29,736							
080000-8142	SD POOL/BUS/PARKS	381,826	88,361	600	100,000	25,863	500,000	100,000	100,000	100,000	100,000	100,000	
080000-8144	INFORMATION TECHNOLOGY	434,604	273,654	128,385	245,562	25,918	895,562	245,562	245,562	245,562	245,562	245,562	
080000-8145	ECONOMIC DEVELOPMENT	-551,178	318,225	548,712	753,926	201,764	1,870,624	200,000	200,000	200,000	200,000	200,000	
080000-8146	FIRING RANGE	52,097	37,541	37,907	40,000	-131	40,000	40,000	40,000	40,000	40,000	40,000	
080000-8147	GOVERNMENT CENTER EXPANSION	273	179,258	125,474	600,000	648,335	3,100,000	600,000	600,000	600,000	600,000	600,000	
080000-8148	COUNTY COURTHOUSE	1,138,260	188,313	215,911	100,000		100,000	100,000	100,000	100,000	100,000	100,000	
080000-8149	WATER & SEWER PROJECTS CONTR	700	984,690	600									
080000-8151	FLOOD CONTROL DAMS	2,368,460	653,904	178,769	200,000	27,062	200,000	200,000	200,000	200,000	200,000	200,000	
080000-8152	FIRE & RESCUE EQUIPMENT-VOLU	164,178	14,277	10,229	10,000	8,774	10,000	10,000	10,000	10,000	10,000	10,000	
080000-8153	HAZARDOUS MATERIALS GRANT	36,795	28,181	334,616	800,000		48,000	700,000	700,000	700,000	700,000	700,000	
080000-8155	DUPONT SETTLEMENT GRANT	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	137,585	
080000-8161	BLUE RIDGE COMMUNITY COLLEGE	154,144	138,490	139,552	1,800,000	20,699	149,287	1,185,506	1,185,506	1,185,506	1,185,506	1,185,506	
080000-8162	SECONDARY ROADS-REVENUE SHAR	9,968	7,560	839,370	2,224,874	8,031	47,229	973,554	973,554	973,554	973,554	973,554	
080000-8164	STORM WATER MANAGEMENT	154,488	58,335	74,433	25,000	24,972	125,000	25,000	25,000	25,000	25,000	25,000	
080000-8165	GOVERNMENT CENTER SECURITY	527,632	281,786	594,903	275,500	371,266	972,490	275,500	275,500	275,500	275,500	275,500	
080000-8166	VEHICLE SINKING FUND	349,894											
080000-8170	TIFS-INTERSTATE/GRESCENT	300,875	246,784	187,835	261,460	102,173	259,373	261,460	261,460	261,460	261,460	261,460	
080000-8198	BUILDING SINKING FUND												
080000-8199	CONTINGENCIES				-1,995		-1,965						

3/05/2023 8:51:08 GL067H CO# 121 COUNTY OF AUGUSTA														- B U D G E T -				E X P E N S E				A C C O U N T I N G P E R I O D 2023/02				P A G E 1	
GL NUMBER	DESCRIPTION	PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		PREVIOUS YEAR		ADOPTED		PROJECTED		Dept		Admin		Adopted									
		FY/2020 ACTUAL	FY/2021 ACTUAL	FY/2021 ACTUAL	FY/2022 ACTUAL	FY/2022 ACTUAL	ADOPTED BUDGET	2023/02 ACTUAL	2023/02 ACTUAL	FY/2024 REQUEST	FY/2024 REQUEST	FY/2024 RECOMMEND	FY/2024 RECOMMEND	FY/2024 BUDGET	FY/2024 BUDGET												
	TOTAL DEPARTMENT	9,589,941	6,798,816	6,798,816	5,099,128	5,099,128	11,319,700	4,111,733	20,219,179	8,139,326	8,139,326																
	CAPITAL OUTLAYS	9,589,941	6,798,816	6,798,816	5,099,128	5,099,128	11,319,700	4,111,733	20,219,179	8,139,326	8,139,326																
94000	TRANSFERS TO OTHER FUNDS																										
094000-0011	TRANSFERS TO GENERAL FUND	1,975,000					58,880		63,681	111,423	111,423																
094000-0023	TRANSFER TO DSS FUND						210,291			275,659	275,659																
094000-0024	TRANSFER TO CSA FUND						410,000			410,000	410,000																
094000-0044	TRANSFERS TO SCH. CAP. IMPRO	118,702	35,457																								
094000-0045	TRANSFERS TO DEBT FUND	1,182,745	636,866		662,347	662,347	826,984		659,507	2,939,769	2,939,769																
	TOTAL DEPARTMENT	3,276,447	672,323	672,323	662,347	662,347	1,506,155		723,188	3,736,851	3,736,851																
	TRANSFERS TO OTHER FUNDS	3,276,447	672,323	672,323	662,347	662,347	1,506,155		723,188	3,736,851	3,736,851																
	-TOTAL FOR FUND	12,866,388	7,471,139	7,471,139	5,761,475	5,761,475	12,825,855	4,111,733	20,942,367	11,876,177	11,876,177																



# Department Summaries

**Augusta County  
Fiscal Year 2023-2024  
General Operating Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
General Property Taxes	\$ 73,016,226	\$ 75,428,193	\$ 78,411,984	\$ 75,687,426	0%
Other Local Taxes	23,092,771	20,333,080	22,951,000	22,755,400	12%
Permits, Priv. Fees-Reg. Licenses	978,441	634,000	925,500	683,700	8%
Fines & Forfeitures	226,635	291,150	265,150	250,150	-14%
Use of Money & Property	800,759	704,684	2,598,130	1,582,530	125%
Charges for Service	2,444,680	2,753,959	2,781,859	2,485,059	-10%
Miscellaneous	11,487	5,000	219,310	40,684	714%
Recovered Costs	214,352	159,900	126,565	56,400	-65%
Revenue from the Commonwealth	12,272,460	12,170,239	12,399,185	13,269,484	9%
Revenue from the Federal Government	941,843	947,129	896,144	778,459	-18%
Non-Revenue Receipts	2,335,730	1,300,256	1,371,379	1,391,435	7%
<b>Total Revenues</b>	<b>\$ 116,335,384</b>	<b>\$ 114,727,590</b>	<b>\$ 122,946,206</b>	<b>\$ 118,980,727</b>	<b>4%</b>
<b>Expenditures:</b>					
General Government Administration	\$ 5,439,103	\$ 6,381,012	\$ 7,013,554	\$ 6,740,929	6%
Judicial Administration	3,076,313	3,208,141	3,125,491	3,144,143	-2%
Public Safety	27,770,376	28,700,691	32,501,528	31,037,613	8%
Public Works	4,924,687	4,933,151	5,048,965	5,172,885	5%
Health & Public Assistance	927,529	991,242	991,242	1,080,520	9%
Cultural	2,325,051	2,609,622	2,674,525	2,703,463	4%
Community Development	1,966,812	2,081,123	2,278,072	2,189,775	5%
Non-departmental & Contingencies	68,801,216	65,822,608	76,381,584	66,911,399	2%
<b>Total Expenditures</b>	<b>\$ 115,231,087</b>	<b>\$ 114,727,590</b>	<b>\$ 130,014,961</b>	<b>\$ 118,980,727</b>	<b>4%</b>

**Augusta County**  
**Fiscal Year 2023-2024**  
**Departmental Budgets by Function**  
**General Government Administration**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Board of Supervisors	\$ 148,528	\$ 162,667	\$ 175,910	\$ 180,344	11%
County Administrator	1,047,722	1,072,913	1,096,170	1,126,908	5%
Human Resources	307,522	323,102	338,030	367,813	14%
County Attorney	444,482	507,498	457,082	451,018	-11%
Commissioner of Revenue	1,052,728	1,163,779	1,179,616	1,212,796	4%
Reassessment	-	535,185	996,835	579,109	0%
Board of Equalization	-	-	-	4,300	0%
Treasurer	627,656	652,436	652,064	662,841	2%
Finance	421,138	427,415	443,342	511,406	20%
Information Technology	976,103	1,085,354	1,163,678	1,147,978	6%
Board of Elections	413,224	450,663	510,827	496,416	10%
<b>Total General Government</b>	<b>\$ 5,439,103</b>	<b>\$ 6,381,012</b>	<b>\$ 7,013,554</b>	<b>\$ 6,740,929</b>	<b>6%</b>



**AUGUSTA**  
COUNTY, VIRGINIA

# 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.

**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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$98,282	\$99,227	\$98,527	\$97,954	-1.3%
Operating	50,246	63,440	77,383	82,390	29.9%
<b>Total</b>	<b>\$148,528</b>	<b>\$162,667</b>	<b>\$175,910</b>	<b>\$180,344</b>	<b>10.9%</b>

\*operating increases due to increases in contractual and census, surveys and reports. Payroll decrease is due to a reduction in health insurance costs.

**Service and Performance Measures:**

Item	CY2021 Actual	CY2022 Actual	CY2023 Proposed
Regular BOS Meetings	23	23	24
BOS Staff Briefings	11	11	11
BOS Work Sessions	3	2	1
Special Meetings (Fire/Rescue, etc.)	0	0	0
Joint Meetings (School & ACSA Board)	0	0	0



**Accomplishments:**

**From Infrastructure (encumbered)**

<b>Middle River – 8012</b>		
Weyers Cave Rec & Association, Inc		690.36
<b>Total</b>		<b>\$690.36</b>
<b>Pastures – 8014</b>		
Streetlight		220.69
Augusta Springs Dumpster		600.00
<b>Total</b>		<b>\$820.69</b>
<b>Riverheads – 8015</b>		
Spottswood Ruritan Club broiler		15,000.00
<b>Total</b>		<b>\$15,000.00</b>
<b>South River 8016</b>		
Right-of-way clearing of easement		3,975.00
Stuarts Draft FD		1,818.75
Wilson FD		1,818.75
Weyers Cave Rec & Association, Inc		690.35
<b>Total</b>		<b>\$8,302.85</b>
<b>Wayne – 8017</b>		
Kensington Drive Stormwater		4,105.00
Dooms VFC-Equipment		7,855.01
Augusta Regional dental Chair		360.00
<b>Total</b>		<b>\$12,320.01</b>
<b>Grand Total</b>		<b>\$37,133.91</b>

**Parks and Recreation Matching Grant (encumbered)**

<b>Beverly Manor – 8021</b>		
Stump Playground		7,500.00
Verona Elementary School Ballfield Project		775.82
<b>Total</b>		<b>\$8,275.82</b>
<b>Middle River-8022</b>		
Verona Elementary School Ballfield Project		775.82
<b>Total</b>		<b>\$775.82</b>

<b>North River-8023</b>	
Natural Chimneys Fence Project	23,333.00
Verona Elementary School Ballfield Project	775.82
Natural Chimneys Bath House Upgrade	1,535.06
<b>Total</b>	<b>\$25,643.88</b>

<b>South River – 8026</b>	
Craigsville Little League	1,500.00
Stump Playground	7,500.00
Stuarts Draft Park Master Plan	2,833.34
Natural Chimneys Bath House Upgrade	1,535.06
<b>Total</b>	<b>\$13,368.40</b>

<b>Wayne-8027</b>	
Stump Playground	7,500.00
Stuarts Draft Park Master Plan	2,833.33
<b>Total</b>	<b>\$10,333.33</b>

<b>Riverheads -- 8025</b>	
Stump Playground	7,500.00
Stuarts Draft Park Master Plan	2,833.33
<b>Total</b>	<b>\$10,333.33</b>

<b>Pastures -- 8024</b>	
Craigsville Little League	1,500.00
Town of Craigsville Bounce House	600.00
<b>Total</b>	<b>\$2,100.00</b>

<b>Grand Total</b>	<b>\$60,497.25</b>
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**Ordinance Amendments**

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

**Economic Development**

- Amazon

**Other**

- Courthouse referendum
- Pay and Reclassification of County staff, with focus on public safety
- Sale of BME
- Strategic Plan Worksession
- Animal Shelter relocation
- Government Center Project (ARPA)

**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](mailto:coadmin@co.augusta.va.us)

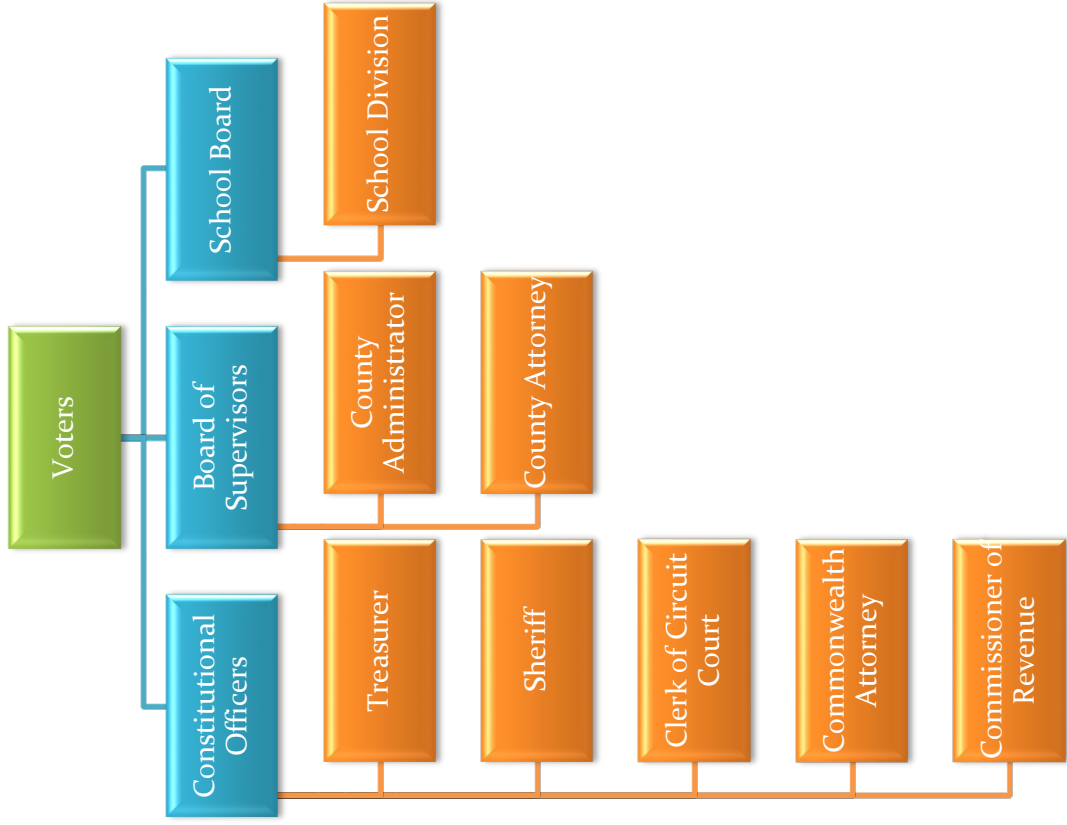
**11010-BOARD OF SUPERVISORS  
BUDGET REQUEST**

	Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3120 CONTRACTUAL - STATE ASSEMBLY</b>			\$ 28,250	\$ 28,500	\$ 29,500	\$ 29,500	\$ -
Represents contract with Legislative Liaison.							
Pay Eldon James, LLC							
Highland County pays Augusta County \$2,400		(2,400)					
Oct 1, 2021-Sep 30, 2022 contract period (3% increase October 1, 2021)	\$ 7,440	\$ -					
Oct 1, 2022-Sep 30, 2023 contract period (4% increase Oct 1, 2022)	\$ 23,220	\$ 7,740					
Oct 1, 2023-Sep 30, 2024 contract period (estimated 3% increase Oct 1, 2023)	\$ -	\$ 23,917					
State Assembly expenditures - professional filings	\$ 200	\$ 200					
Procure in the summer of 2023	\$ 28,460	\$ 29,457					
<b>3125 CENSUS, SURVEYS, REPORTS</b>			\$ 21,310	\$ 36,945	\$ 39,310	\$ 39,310	\$ -
Represents Board-initiated reports & expenditures							
(governance, special meetings, etc.)	\$ 1,000	\$ 1,000					
Strategic Plan (estimated for 1 facilitated session, one update)	\$ 6,610	\$ 7,000					
Community Survey - ZenCity	\$ 18,000	\$ 18,000					
GFOA Certifications-Budget and Audit	\$ 1,780	\$ 1,780					
OPEB Actuary (varies in 2 year period - VRS biennium)	\$ 8,525	\$ 10,500					
VEGPA membership	\$ 1,030	\$ 1,030					
<b>Comp Plan update in Com Dev?</b>							
Total	\$ 36,945	\$ 39,310					
<b>5203 - TELEPHONE SERVICES</b>			\$ 2,880	\$ 2,880	\$ 2,880	\$ 2,880	\$ -
Verizon data plan (6)	\$ 2,880	\$ 2,880					
	\$ 2,880	\$ 2,880					

**11010-BOARD OF SUPERVISORS  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5501 - TRAVEL EXPENSES</b>							
VACO Conference (FY23 Richmond, FY2024 Homestead)	\$ 3,500	\$ 3,500	\$ 11,000	\$ 9,000	\$ 13,700	\$ 10,700	\$ 3,000
NACO Annual Conference	\$ -	\$ -					general cut
NACO Legislative Conference (D.C.) - 1 member	\$ -	\$ 1,000					
VACO Chairman's Conference (Richmond) - 1 member	\$ -	\$ 350					
VACO New Supervisor Training (Richmond)	\$ -	\$ 2,800					
VACO Legislative Day (Richmond)	\$ 300	\$ 300					
VACO County Officials Summit	\$ 125	\$ 125					
Individual Travel (mileage - bd mtgs., other mtgs., etc)	\$ 3,500	\$ 4,000					
Legislative Breakfast, Augusta County	\$ 130	\$ 130					
Miscellaneous - Dinners, travel	\$ 1,500	\$ 1,500					
Total	\$ 9,055	\$ 13,705					
<b>6001-OFFICE SUPPLIES</b>							
	\$0	\$ -	\$ -	\$ 58	\$ -	\$ -	\$ -
<b>Department Total:</b>	\$	\$ 63,440	\$ 77,383	\$ 85,390	\$ 82,390	\$ 3,000	
<b>Payroll Total:</b>	\$	\$ 99,227	\$ 98,527	\$ 99,226	\$ 97,954	\$ 1,272	
<b>Grand Total:</b>	\$	\$ 162,667	\$ 175,910	\$ 184,616	\$ 180,344	\$ 4,272	

# County of Augusta, Virginia Organizational Chart



# 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 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$834,030	\$860,658	\$865,015	\$884,188	2.7%
Operating	213,692	212,255	231,155	242,720	14.4%
<b>Total</b>	<b>\$1,047,722</b>	<b>\$1,072,913</b>	<b>\$1,096,170</b>	<b>\$1,126,908</b>	<b>5.0%</b>

\*Increase in personnel is due to a 3% COLA effective 1/1/2023. Change in operating is due to increases to communications and marketing.

**Service and Performance Measures:**

Item	CY2021 Actual	CY2022 Actual	CY2023 Planned
Regular BOS Meetings	23	23	24
BOS Staff Briefings	11	11	11
BOS Work Sessions	3	2	1

Special Meetings (Fire/Rescue, etc.)	0	0	0
Joint Meetings (School & ACSA Board)	0	0	0
E-notification subscribers	5,625	7,284	9,100
Facebook followers	3,223	3,732	4,,200
Twitter followers	1,191	1,377	1,550
Website users	370,059	241,147	243,000
News posts	68	51	60

**Accomplishments:**

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

- Juvenile Detention Home Board
- Regional ASAP Board
- 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:

- Courthouse referendum planning
- County-wide Strategic Plan Worksession/Five Year Financial Plan
- Animal Shelter Fiscal Agent Transition

Planned Projects:

- New Courthouse construction design and bid
- Comprehensive Plan Update
- Economic Development Strategic Plan Update
- Fire/Rescue Strategic Plan
- Communications Strategic Plan
- Broadband Projects – VATI 2021 and VATI 2022
- Sheriff's office building drainage
- ARPA Government Center Projects construction
- I-Legislate
- Financial Software Replacement
- Reassessment
- Bid Legislative Contract
- Assistance with School Borrowing
- Animal Shelter design and bid
- Regional Radio Project

**Contact Information:**

Timothy Fitzgerald, County Administrator  
Jennifer Whetzel, Deputy County Administrator

**Location:** Augusta County Government Center  
County Administrator's Office  
18 Government Center Lane  
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**12010-COUNTY ADMINISTRATOR  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>3121 - AUDITING CONTRACTUAL</u></b>							
PBMares, LLC							
3 year contract w/ option for 2, one year renewals							
Fiscal Year 2022 audit	\$ 68,215		\$ 68,215	\$ 68,215	\$ 69,480	\$ 69,480	\$ -
Fiscal Year 2023 audit	\$ 69,480						
Fiscal Year 2024 audit	\$ 70,770						
Fiscal Year 2025 audit	\$ 72,085						
Fiscal Year 2026 audit	\$ 73,425						
<b><u>3124 - COST ALLOCATION PLAN</u></b>							
Annual cost to provide plan to ascertain overhead for Social Services.							
3 year contract with RFC			\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
<b><u>3600 - ADVERTISING</u></b>							
Advertising for Board of Supervisors meetings, RFPs, construction, budget, ordinances, etc.	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -
<b><u>3700 - COMMUNICATIONS AND MARKETING</u></b>							
Software and subscriptions related to communications management. Creative Cloud Branding, photos, etc. Considered website refresh needs.	\$ -	\$ -	\$ 85,000	\$ 88,000	\$ 108,000	\$ 108,000	\$ -
Public safety marketing	\$ 19,448	\$ 20,420					
Gov QA FOIA Platform	\$ 12,232	\$ 12,844					
GovServices - online customer services	\$ 6,615	\$ 6,946					
GovDelivery - website communications services	\$ 17,631	\$ 18,513					
GovMeetings - website agenda and minutes	\$ 21,600	\$ 21,600					
ZenCity - social media monitoring	\$ 8,400	\$ 8,650					
ZenCity - Engage	\$ 88,526	\$ 107,822					
Advanced Media Solutions - BOS Livestream							

**12010-COUNTY ADMINISTRATOR  
BUDGET REQUEST**

	Detail	Detail	Original FY 22-23	Revised FY 22-23	Request FY 23-24	County Admin. Recommendations FY 23-24	Difference
<b>5201 - POSTAGE SERVICES</b>							
Amount includes postage/UPS	\$ 500 \$	500 \$	700 \$	700 \$	700 \$	700 \$	-
PO Box rental	\$ 226	226 \$					
	\$ 726	726 \$					
<b>5203 - TELEPHONE SERVICES</b>							
Phones include County Administrator's office, Board Room, and Executive Conference Room and switchboard			5,040 \$	5,040 \$	5,040 \$	5,040 \$	-
Carolina Digital	\$ 300	300 \$					
Verizon-Ipad, cell phone	\$ 95	1,140 \$					
Switchboard	\$ 25	300 \$					
	\$ 5,040	5,040 \$					
<b>5305 - MOTOR VEHICLE INSURANCE</b>							
2014 Ford Explorer #25 (Silver)			1,200 \$	1,200 \$	1,200 \$	1,200 \$	-
2014 Ford Explorer #26 (Blue)							
<b>5307 - LIABILITY INSURANCE - PUBLIC OFFICIAL</b>							
Board & County Administrator Division of Risk Management			3,700 \$	3,700 \$	3,700 \$	3,700 \$	-
<b>5501 - TRAVEL EXPENSES</b>							
Rotary	\$ 875	910 \$					
VACO Conference (FY23 Norfolk, FY24 Homestead)	\$ 950	1,000 \$					
NACO Legislative Conference, D.C.	\$ -	1,000 \$					
VACO Legislative Conference, Richmond (1)	\$ 180	180 \$					
VACO County Officials Summit (2 Committee members)	\$ 270	270 \$					
VLGMA Summer Conference	\$ 900	900 \$					
VLGMA Winter Conference (2)	\$ 750	750 \$					
Clerk's Continued Education	\$ 820	1,000 \$					
ICMA Annual Conference	\$ 2,100	2,100 \$					
VLIMGA DAO Professional Development Opp.	\$ 100	100 \$					
Employee of the year luncheon	\$ 150	150 \$					
Misc. - Economic Development Trips	\$ 500	500 \$					
	\$ 7,595	8,860 \$	6,500 \$	8,500 \$	8,800 \$	8,500 \$	300 general cut

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

**12010-COUNTY ADMINISTRATOR  
BUDGET REQUEST**

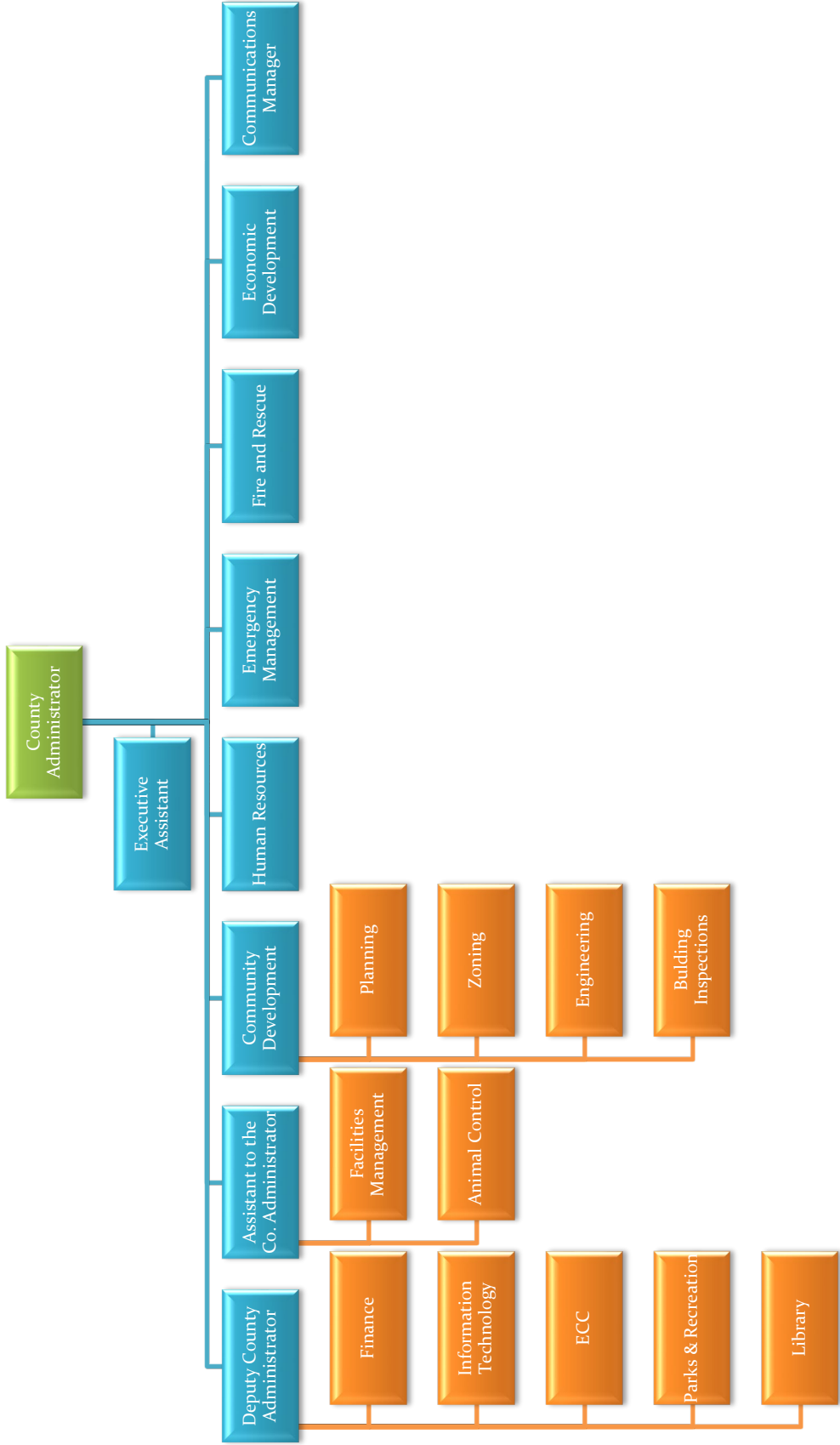
	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5801 - DUES AND SUBSCRIPTIONS</b>							
VACO (74072 x .22 = \$16,234)	\$ 16,296	\$ 16,296	\$ 23,000	\$ 23,500	\$ 23,500	\$ 23,500	\$ -
NACO	\$ 1,475	\$ 1,475					
Rotary (\$65 x 4 = \$240)	\$ 260	\$ 260					
VLGMA (2 staff)	\$ 943	\$ 943					
ICMA	\$ 1,475	\$ 1,475					
NACA	\$ 50	\$ 50					
Daily News Leader	\$ 60	\$ 60					
News Virginian	\$ 210	\$ 210					
Local Clerk's Association	\$ 30	\$ 30					
State Clerk's Association	\$ 50	\$ 50					
IIMC	\$ 215	\$ 215					
Public Relations Council	\$ 165	\$ 165					
VA Public Relations - State	\$ -	\$ -					
Public Relations Council - National	\$ 325	\$ 325					
National Assoc. of Govt. Communicators	\$ 160	\$ 160					
Zoom (Co Admin users + all excess unused accounts)	\$ 1,680	\$ 1,680					
VGFOA	\$ 50	\$ 50					
	\$ 23,444	\$ 23,444	\$ 6,200	\$ 9,100	\$ 8,600	\$ 8,600	\$ -
<b>6001 - OFFICE SUPPLIES</b>							
General office supplies of Board of Supervisors, County administrator, Clerk, etc. to include stationery, writing supplies, printing forms, etc. Account also covers mail machine supplies, copier charges, directories, etc.	\$ 6,200	\$ 6,200					
Flags (FY23)	\$ 2,900						
Frame new BOS picture FY24 \$250	\$ -	\$ 250					
Minute books FY24 \$2175	\$ -	\$ 2,175					
	\$ 9,100	\$ 8,625	\$ 1,200	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
<b>6008 - MOTOR VEHICLE FUEL</b>							
Reflects gasoline for two vehicles. Ford Explorer (Blue and Silver) used as pool vehicles for county agencies. Mileage as follows:							
2014 Ford Explorer #25 (Silver)	118,607						
2014 Ford Explorer #26 (Blue)	122,624						
<b>6009 - MOTOR VEHICLES MAINTENANCE &amp; SERVICE</b>							
General maintenance to include oil changes, repairs, inspection, etc. Tires for Silver Explorer.			\$ 500	\$ 500	\$ 1,000	\$ 1,000	\$ -

1/13/23  
118,607  
122,624

**12010-COUNTY ADMINISTRATOR  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
			FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>8002 - FURNITURE AND FIXTURES</u></b>							
Office furniture							
Conference Room TV replacement (quote less TV)							
Office door buzzer							
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$ 300	\$ -	\$ -	\$ 9,700	\$ 9,400	\$ -	\$ 9,400
	\$ -	\$ 5,667				media upgrade & buzzer to revised	
	\$ -	\$ 3,720					
	\$ 300	\$ 9,387					
		<b>Department Total:</b>	<b>\$ 212,255</b>	<b>\$ 231,155</b>	<b>\$ 252,420</b>	<b>\$ 242,720</b>	<b>\$ 9,700</b>
		<b>Payroll Total:</b>	<b>\$ 860,658</b>	<b>\$ 865,015</b>	<b>\$ 888,004</b>	<b>\$ 884,188</b>	<b>\$ 3,816</b>
		<b>Grand Total:</b>	<b>\$ 1,072,913</b>	<b>\$ 1,096,170</b>	<b>\$ 1,140,424</b>	<b>\$ 1,126,908</b>	<b>\$ 13,516</b>

# County Administrator Organizational Chart



# Human Resources

**Mission:**

The Human Resources Office will provide quality services for the General Government, Department of Social Services and Shenandoah Valley Animal Services Center 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 animal services center, and the constitutional employees. Serving approximately 922 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, Vision 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 closely with the Director of SVASC on recruitment, retention and other 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$284,489	\$292,854	\$306,807	\$330,895	13%
Operating	23,033	30,248	31,223	36,918	22.1%
<b>Total</b>	<b>\$307,522</b>	<b>\$323,102</b>	<b>\$338,030</b>	<b>\$367,813</b>	<b>13.8%</b>

\*Increase in personnel are due to a 3% COLA effective 1/1/23 and the addition of a Fulltime Payroll technician effective 1/1/2024 and a reclass for the Human Resource Specialist. Increases in operating are due to one-time expenses related to the new position.

**Service and Performance Measures:**

	<b>FY2021-2022 Actual</b>	<b>FY2022-2023 Planned</b>	<b>FY2023-2024 Expected</b>
New Recruits	118	133	120
% of Turnover	18%	15%	18%
Employee Training Offered	2	2	4
# of Direct Deposits	770	785	655
% of Employees on Direct Deposit	88%	89%	71%

Notes: The Service and Performance Measures include employees of Augusta County, Shenandoah Valley Social Services, and Shenandoah Valley Animal Services Center. Elections workers are included in these numbers as well.

**Accomplishments:**

- Smooth transition of benefit carrier changes during open enrollment.
- Work closely with Department Heads/Constitutional Officers during transition periods.
- Work closely with the DSS Management Team on personnel issues.
- Smooth transition of Middle River Regional Jail Authority HR/Payroll functions.
- Work closely with the SVASC Director and Operations Manager on personnel needs.

**Contact Information:**

Faith Duncan, Human Resources Director

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Human Resources Department  
18 Government Center Lane  
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**12030-HUMAN RESOURCES  
BUDGET REQUEST**

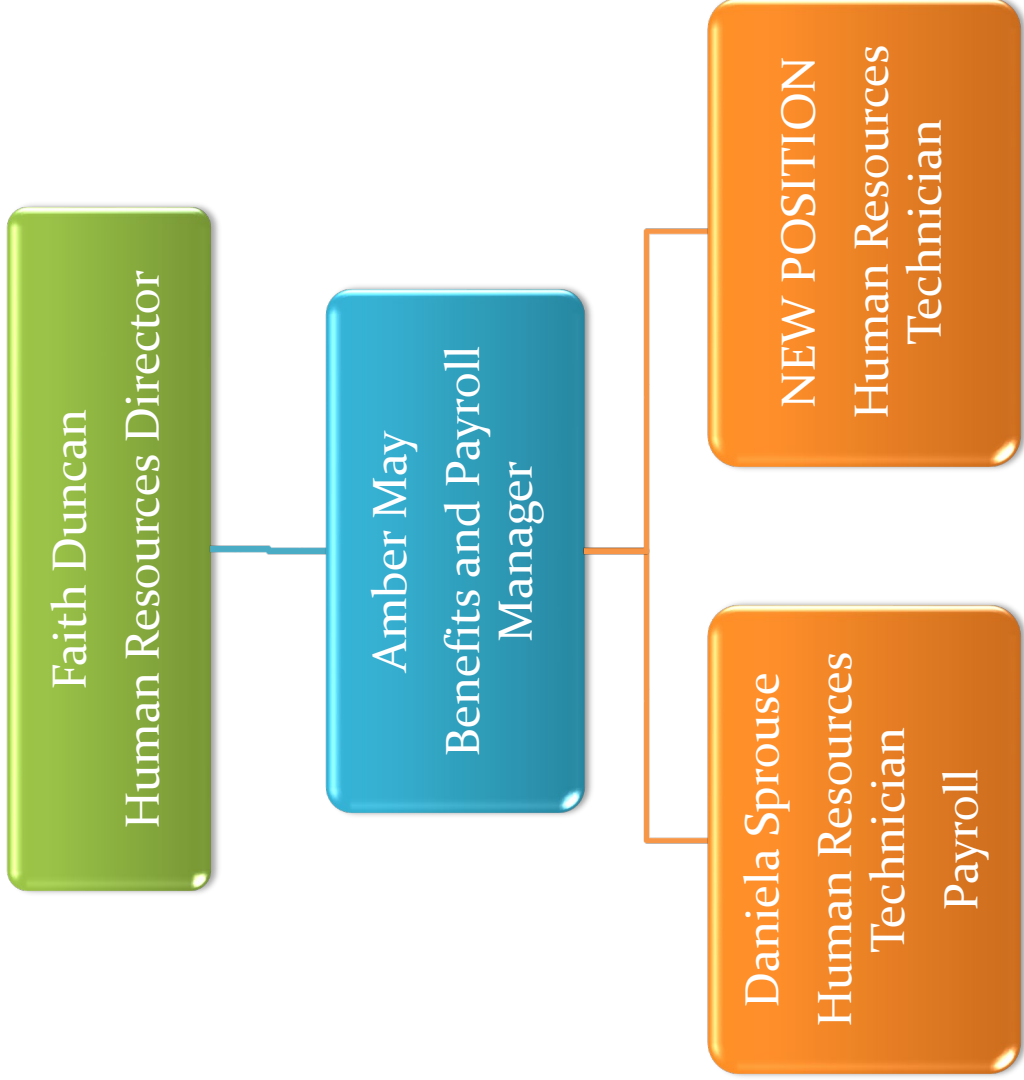
<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ -	\$ -	\$ -	\$ -	\$ -
<b><u>3102 - HEALTH &amp; WELLNESS PROGRAM</u></b>						
Employee Picnic-provided by First 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						
<b><u>3103 - COBRA FEES</u></b>						
		\$ -	\$ 1,185	\$ 2,705	\$ 2,705	\$ -
<b><u>3323 - BACKGROUND CHECKS</u></b>						
All employee background checks						
		\$ 800	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
<b><u>3600 - ADVERTISING</u></b>						
Advertising for vacant positions. We also place vacant positions on the web page.						
		\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,000	\$ 350 general cut
<b><u>5201 - POSTAGE</u></b>						
Postage costs associated with payroll, FICA, employment, etc.						
		\$ 700	\$ 700	\$ 700	\$ 700	\$ -
<b><u>5203 - TELEPHONE SERVICES</u></b>						
Costs of line per month, long distance, switchboard						
		\$ 1,189	\$ 1,189	\$ 1,189	\$ 1,189	\$ -
		\$ 311				
		\$ 1,000	\$ 500	\$ 1,000	\$ 1,000	\$ -
<b><u>5501 - TRAVEL</u></b>						
Travel associated with miscellaneous meetings and seminars. PHR Certification requires 20 credit hours annually.						

**12030-HUMAN RESOURCES  
BUDGET REQUEST**

<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 21,000	\$ 21,000	\$ 23,035	\$ 21,000	\$ 2,035
<b>5504 - IN-SERVICE TRAINING &amp; EDUCATION</b>						general cut
Tuition Program		\$ 8,700				
Training (in-house, wellness provided)		-				
SEI/LEAD		11,835				
-leadership training		2,500				
VA Institute of Government		\$ 23,035				
			\$ 1,000	\$ 1,000	\$ 800	\$ 200
<b>5506 - EMPLOYEE RECOGNITION &amp; AWARD</b>						general cut
		\$ 709	\$ 299	\$ 299	\$ 299	\$ -
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>						
SHRM National Membership		\$ 219				
SHRM Local Membership		80				
		\$ 299				
			\$ 3,000	\$ 3,000	\$ 3,000	\$ -
<b>6001 - OFFICE SUPPLIES</b>						
Office costs, printer ink		\$ -	\$ -	\$ -	\$ 1,725	\$ -
		\$ -			\$ 1,725	\$ -
		\$ -			\$ 1,725	\$ -
<b>8001 - EQUIPMENT</b>						
Computer for HR Technician		\$ -	\$ -	\$ -	\$ 1,725	\$ -
Desk Phone for HR Technician		-				
		\$ -			\$ 1,725	\$ -
		\$ -			\$ 2,500	\$ -
<b>8002 - FURNITURE &amp; FIXTURES</b>						
Furniture for HR Technician		\$ -	\$ -	\$ -	\$ 2,500	\$ -
<b>Department Total:</b>		\$ 30,248	\$ 31,223	\$ 39,503	\$ 36,918	\$ 2,585
<b>Payroll Total:</b>		\$ 292,854	\$ 306,807	\$ 333,121	\$ 330,895	\$ 2,226
<b>Grand Total:</b>		\$ 323,102	\$ 338,030	\$ 372,624	\$ 367,813	\$ 4,811

\*includes new FTE 1/2 year and reclass

# Human Resources Organizational Chart



# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$379,701	\$386,398	\$394,982	\$389,478	0.8%
Operating	64,781	121,100	62,100	61,540	-49.2%
<b>Total</b>	<b>\$444,482</b>	<b>\$507,498</b>	<b>\$457,082</b>	<b>\$451,018</b>	<b>-11.1%</b>

\*Changes in operating are due to costs associated with outside counsel, also known as contract services.

**Service and Performance Measures (per list of accomplishments):**

Item	2022-2023
Court cases	23
Deeds and Easements	3
Legal Opinions	198
Ordinance Updates	18
FOIA Review	143

**Accomplishments:**

- Handled all legal work including research, pleadings and orders in courthouse referendum
- Represented Board of Supervisors in Show Causes and proceedings involving courthouse
- Together with outside counsel, oversaw *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 198 legal opinion requests, received paperwork for 1 unclaimed body and other various legal issues
- Assisted Treasurer’s office with FOIA requests
- Assisted Community Development with FOIA requests
- Worked on ordinance(s)
- Handled County’s Real Estate transactions, prepare and review contracts
- Continued to provide legal advice to all County departments
- Assisted with the preparation of several invitations to bids and requests for proposals issued by County for various goods and services
- Drafted various proposed ordinances
- Prepared and distributed updates for County Code
- Assisted departments and Sheriff’s Office in responding to public records requests under the Virginia Freedom of Information Act
- Advised and assisted Constitutional officers in responding to requests under the Freedom of Information Act
- Reviewed several documents for the Emergence Services Department
- Assisted Personnel Director on personnel issues
- Prepared contracts, deeds, leases
- Handled EEOC Complaints and other personnel and policy issues
- Provide legal advice, research and respond to legal opinion requests by the Board of Supervisors
- Worked with outside counsel when necessary
- Handled a grievance panel hearing
- Provided legal advice to Board of Zoning Appeals (BZA) and attend all BZA meetings
- Provided legal advice to registrar’s office

- Assisted with the preparation of several invitations to bid and requests for proposals issued by county for various goods and services
- Advised County officials and staff on innumerable informal questions
- Advised staff during redistricting process and needed

**Contact Information:**

James R. Benkahla, County Attorney

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18 Government Center Lane  
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Verona, VA 24482

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**12040-COUNTY ATTORNEY  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$0	\$0	\$0	\$0	\$0	
	\$150,000	100,000	40,000	100,000	40,000	60,000
						general cut
<b><u>5201 - POSTAGE SERVICES</u></b>						
Cost of postage and overnight deliveries.	\$ 330	\$ 330	\$ 330	\$ 350	\$ 350	-
<b><u>5203 - TELEPHONE SERVICES</u></b>						
Cost of lines serving office (five lines, including one fax line) and long distance service.	\$ 795	\$ 825	\$ 825	\$ 825	\$ 825	
Cost of lines - \$66.25 per month	100	120	120	120	120	
Repairs	480	570	570	570	570	
Verizon Wireless						
Annual assessment for office's	480	495	495	495	495	
ipad service	90	100	100	100	100	
share of County switchboard	1,945	2,110	2,110	2,110	2,110	
	\$ 1,945	\$ 2,110	\$ 2,110	\$ 2,110	\$ 2,110	
<b><u>5501 - TRAVEL EXPENSES/EDUCATION</u></b>						
LGA Fall Conference	\$ 1,800	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
LGA Spring Conference	1,700	1,800	1,800	1,800	1,800	
LGA Regional Conference	520	550	550	550	550	
LPGA Conference	450	470	470	470	470	
Classes/Training	100	120	120	120	120	
	\$ 4,570	\$ 4,940	\$ 4,940	\$ 4,940	\$ 4,940	

**12040-COUNTY ATTORNEY  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY 23-24	FY 22-23	FY 23-24	FY 23-24	
			\$ 3,520	\$ 3,340	\$ 3,340	\$ -
<b>5801 - DUES AND SUBSCRIPTIONS</b>						
Virginia State Bar	\$ 700	\$ 750				
Staunton-Augusta-Waynesboro Bar Association	150	160				
Local Government Attorneys Assn	1,400	1,400				
Local Government Paralegal Assn	50	60				
Virginia Lawyers Weekly	800	850				
Miscellaneous	100	120				
	\$ 3,200	\$ 3,340				
<b>6001 - OFFICE SUPPLIES</b>						
General office supplies including stationary, pens, pencils, mailing and facsimile supplies, and copying costs (including supplements to the County Code).		\$ 2,750	\$ 2,750	\$ 2,800	\$ 2,800	\$ -
<b>6004 LAW BOOKS</b>						
Library Updates	\$ 3,500	\$ 3,600				
Code of Virginia (supplements/replacements)	4,000	4,100				
Handbook of Virginia Local Gov't Law	370	380				
Virginia Civil Procedure	100	120				
Miscellaneous	350	360				
	\$ 8,320	\$ 8,560		\$ 8,560	\$ 8,000	\$ 560 general cut

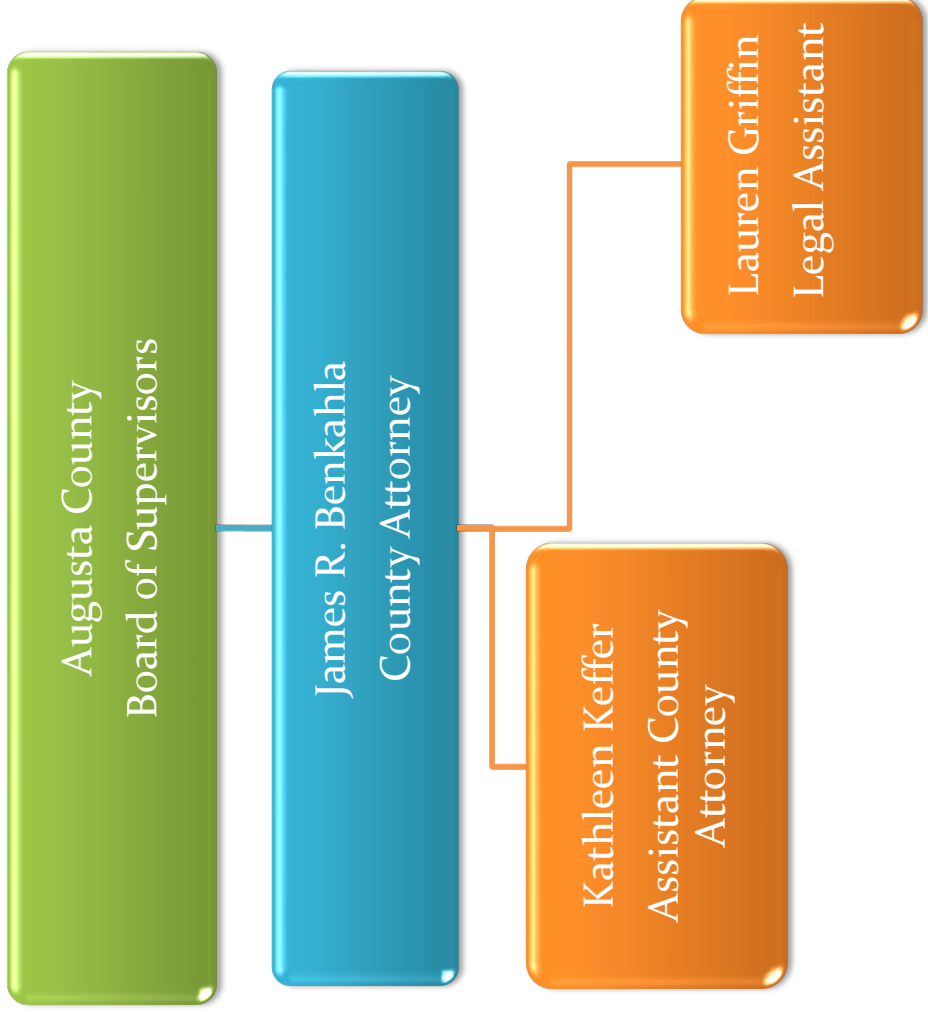


**12040-COUNTY ATTORNEY  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -
	-	-	-	-	-	-
	-	-	-	-	-	-
	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -
<b>8001 - FURNITURE &amp; FIXTURES</b>						
pictures for office						
	Department Total:	\$ 121,100	\$ 62,100	\$ 122,100	\$ 61,540	\$ 60,560
	Payroll Total:	\$ 386,398	\$ 394,982	\$ 495,461	\$ 389,478	\$ 105,983
	Grand Total:	\$ 507,498	\$ 457,082	\$ 617,561	\$ 451,018	\$ 166,543

\* cut requested position and reclass

# County Attorney's Organizational Chart



# 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, 2021 and the 1<sup>st</sup> real estate book was produced in the new software May 2022.
- Mentor New Real Estate Manager – 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 reassessment contractor – Wampler Eanes to complete the reassessment by March 24 and be able to provide revenue estimates to administration for budget forecasting for the 24 – 25 budget year
- 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$881,476	\$1,002,620	\$1,010,227	\$1,035,629	3.3%
Operating	171,252	161,159	169,389	177,167	9.9%
<b>Total</b>	<b>\$1,052,728</b>	<b>\$1,163,779</b>	<b>\$1,179,616</b>	<b>\$1,212,796</b>	<b>4.2%</b>

\* Personnel increases are due to a 3% COLA effective 1/1/2023. Operating increases are due to increases in data processing services.

**Service and Performance Measures:**

Item	2022 Actual	Item	2022 Actual
Business Licenses issued	4,816	Land Use applications processed	5,989
Vehicles assessed	107,854	Land Use parcels rolled back	159
New vehicles added	23,981	Real Estate parcels assessed	42,681
Old vehicles removed	23,321	Mapping changes worked	184
Returns processed through mail	1,978	Parcel transfers	3,906
State tax returns prepared	138	Assessment due to new construction	977
State estimated taxes filed	613		
Tax relief applications processed	700		
Veterans applications approved	254		

**Accomplishments:**

	<b>2021</b>	<b>2022</b>
Real Estate Assessed Tax	\$ 48,085,902	\$ 48,246,232
Personal Property Assessed Tax	\$ 21,216,669	\$ 26,310,014
Machinery & Tool Assessed Tax	\$ 5,315,685	\$ 5,690,200
Mobile Home Assessed Tax	\$ 226,121	\$ 239,800
Bank Franchise Tax	\$ 318,074	\$ 304,305
Business License Tax	\$ 4,319,793	\$ 5,202,164
Meals Tax	\$ 3,308,306	\$ 4,325,472
Lodging Tax	\$ 899,934	\$ 1,392,472
Utility License Tax	\$ 111,649	\$ 73,178
Utility Tax	\$ 2,142,317	\$ 2,148,451
Land Use Revalidation Fees	\$ 36,171	\$ 28,940
Land Use Rollback Tax	\$ 201,000	\$ 322,357
Mobile Home Titling Tax	\$ 159,745	\$ 207,768
Public Service	\$ 2,915,932	\$ 2,663,964
Audit Results	\$ 624,412	\$ 394,192
Revenue Generated	<u>\$ 89,881,710</u>	<u>\$ 97,549,509</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](mailto:jshrewsbury@co.augusta.va.us)  
[lwagoner@co.augusta.va.us](mailto:lwagoner@co.augusta.va.us)

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

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>						
6500-V05 IBM Printer - 5 yr maintenance contract						
Ricoh - Copy Machine						
	\$ 695	\$ 695	\$ 695	\$ 695	\$ 695	\$ -
	\$ 695	\$ 695	\$ 695	\$ 695	\$ 695	\$ -
<b>3501 - CONTRACTURAL ASSESSMENTS - NADA</b>						
Valuation of personal property book through NADA	\$12,000	\$12,000	\$15,000	\$15,000	\$15,000	\$ -
	\$500	\$400	\$500	\$500	\$500	\$ -
<b>3600 - ADVERTISING</b>						
Advertise deadlines						
	\$12,360	\$80,964	\$78,542	\$87,132	\$87,132	\$ -
<b>4100 - DATA PROCESSING SERVICES</b>						
Vision Technology Cloud Hosting Software	36,380					
Vision Technology Annual Maintenance	6,400					
Vision Technology Cloud Hosting Property Records	700					
Lexus Advance Development Legal shared w Co Att	1,486					
Clear Pro Flex Discovery Software	-					
Stonewall Tech Mass Appraisal Software Maint	-					
Internet Access for VAMANET	-					
Bright Software Maintenance	15,816					
ESRI - GIS Licenses	2,700					
Marshall & Swift Commerical Module VISION	2,700					
	\$78,542	\$87,132	\$78,542	\$87,132	\$87,132	\$ -
<b>5201 - POSTAL SERVICES</b>						
Annual Personal Property Mailing	26,500					
Annual Land Use Reval Mailing	2,135					
General office mailings	5,000					
Business License Mailing	6,119					
	\$39,754	\$34,500	\$39,754	\$40,400	\$40,000	\$400 general cut
<b>5203 - TELEPHONE SERVICES</b>						
Costs of line per month, long distance, switchboard		\$3,100	\$3,246	\$3,100	\$3,100	\$ -

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

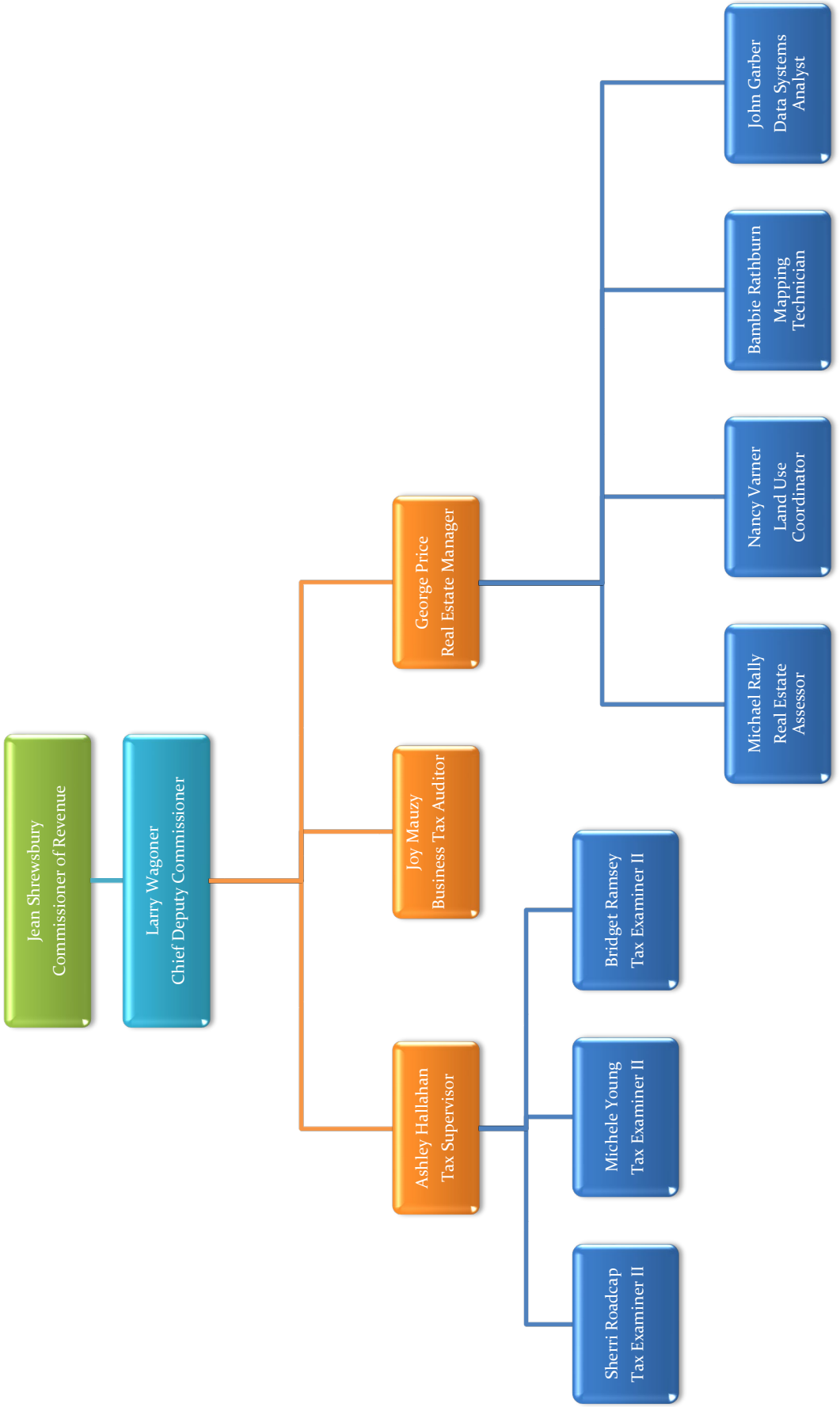
Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 1,200	\$ 1,112	\$ 1,200	\$ 1,200	\$ -
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>						
2 vehicles at \$600 each						
		\$ 7,180	\$ 8,720	\$ 8,720	\$ 7,720	\$ 1,000
<b><u>5501 - TRAVEL EXPENSES</u></b>						
Commissioner Annual Meeting	2,100	2,100				
VA Association of Assessing Officers Conference	1,350	1,350				
Certification Classes	1,500	1,500				
VT Farm & Business Tax Class	770	770				
VA Association of Assessing Officers School	3,000	3,000				
Travel for Various Meetings	-	-				
	\$ 8,720	\$ 8,720				
		\$ 1,920	\$ 1,820	\$ 1,820	\$ 1,820	\$ -
<b><u>5801 - DUES &amp; SUBSCRIPTIONS</u></b>						
Commissioner Association	525	525				
IAAO Assessors Association	225	225				
West Central Association Dues	120	120				
VA Association of Assessing Officers	280	280				
Bright Software User Group	400	400				
University of Virginia Certification Program	220	220				
VA Association of Local Tax Auditors	50	50				
	\$ 1,820	\$ 1,820				
		\$ 18,000	\$ 18,000	\$ 18,300	\$ 18,000	\$ 300
<b><u>6001 - OFFICE SUPPLIES</u></b>						
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	County Admin. Recommend	Difference
22-23 Revised		FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>							
Unit #	License #	Vehicle Make	Previous Mil.	Total Miles			
4205	115-920L	2019 Nissan Rogue	6,236	8,771			
7089	194-856L	2016 Jeep Compass	45,505	51,886			
<b><u>6009 - MOTOR VEHICLE MAINT. &amp; SUPPLIES</u></b>							
General maintenance and repairs.							
<b><u>8002 - FURNITURE &amp; FIXTURES</u></b>							
			\$		\$		
			\$		\$		
			\$		\$		
Department Total:		\$	161,159	\$	169,389	\$	178,867
Payroll Total:		\$	1,002,620	\$	1,010,227	\$	1,043,261
Grand Total:		\$	1,163,779	\$	1,179,616	\$	1,222,128
Department Total:		\$	161,159	\$	169,389	\$	178,867
Payroll Total:		\$	1,002,620	\$	1,010,227	\$	1,043,261
Grand Total:		\$	1,163,779	\$	1,179,616	\$	1,222,128

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# Commissioner of Revenue Organizational Chart





**12100 REASSESSMENT 12110 BOARD OF EQUALIZATION  
BUDGET REQUEST**

Detail	<u>Original</u> FY 22-23	<u>Revised</u> FY 22-23	<u>Request</u> FY 23-24	<u>County Admin. Recommend</u> FY 23-24	<u>Difference</u>
<b><u>3320 - CONTRACTUAL SERVICES</u></b>					
contract Wampler Eanes \$1,548,944	\$ 529,185	\$ 975,835	\$ 573,109	\$ 573,109	\$ -
FY23 payments		\$975,835			
FY24 payments		\$573,109			
Contract Total		\$1,548,944			
<b><u>3600 - ADVERTISING</u></b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b><u>5201 - POSTAGE</u></b>	\$ -	\$ 15,000	\$ -	\$ -	\$ -
For mailing of notices					
<b><u>5203 - TELEPHONE SERVICES</u></b>	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Landline and cell phone for reassessment office at government center					
<b><u>6001 - OFFICE SUPPLIES</u></b>	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Supplies needed for mailing of notices to include printing by third party contractor					
BOE:					
<b><u>1600 - COMPENSATION OF BOARD MEMEBERS (BOE)</u></b>	\$ -	\$ -	\$ 3,000	\$ 3,000	\$ -
Payment for attendance at BOE meetings for seven members of Board					

**12100 REASSESSMENT 12110 BOARD OF EQUALIZATION  
BUDGET REQUEST**

Detail	Original	Revised	Request	County Admin. Recommends	Difference
FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>3320 - CONTRACTUAL SERVICES</u></b>	\$ 529,185	\$ 975,835	\$ 573,109	\$ 573,109	\$ -
<b><u>3600 - ADVERTISING</u></b>	\$ -	\$ -	\$ 700	\$ 700	\$ -
Advertisement of BOE meeting dates in accordance with Code of Virginia requirements					
<b><u>5201 - POSTAGE</u></b>	\$ -	\$ -	\$ 100	\$ 100	\$ -
Postage for required mailings to citizens that make appointments with BOE					
<b><u>5203 - TELEPHONE</u></b>	\$ -	\$ -	\$ 500	\$ 500	\$ -
Cost of one line for BOE office, consistent with Reassessment phone number					
<b><u>6001 - OFFICE SUPPLIES</u></b>	\$ -	\$ -	\$ -	\$ -	\$ -
Misc office supplies for mailings					
<b>Reassessment Department Total:</b>	\$ 535,185	\$ 996,835	\$ 579,109	\$ 579,109	\$ -
<b>BOE Total:</b>	\$ -	\$ -	\$ 4,300	\$ 4,300	\$ -
<b>Grand Total:</b>	\$ 535,185	\$ 996,835	\$ 583,409	\$ 583,409	\$ -

# 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 responsible for 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, and the Shenandoah Valley Animal Services. We no longer serve Middle River Regional Jail as a fiscal agent for 2023.

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. Currently the Treasurer's office is responsible for the safety of all these funds. ACTO oversees the balancing of approximately thirty or more accounts. Other 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 59 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 and 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 each depository bank, county departments and external and internal auditors. In addition, by law we 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. Add a full time position so more full time collections can take place in the future.
- Keep pace with today’s technology to offer citizen’s services at the least amount of expense to the County. Explore other software vendors that may be compatible with the county’s choices.
- Stay the course with our credit card arm via the web, effective since the end of November 2016, to generates more collections and offers convenience. This includes the newest online sales for dog tags for 2021.

**Budget Summary:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$527,164	\$549,186	\$545,757	\$559,271	1.8%
Operating	100,492	103,250	106,307	103,570	0.3%
<b>Total</b>	<b>\$627,656</b>	<b>\$652,436</b>	<b>\$652,064</b>	<b>\$662,841</b>	<b>1.6%</b>

\*Increases in personnel are due to 3% COLA effective 1/1/2023 and employee turnover.

**Service and Performance Measures:**

Item	FY2022 - 2023 Actual	FY2023 - 2024 Planned
Real Estate Tax Bills Mailed	79875	80408
Personal Property Tax Bills Mailed	72386	71471
Delinquent Notices Mailed	15629	17888
DMV Stops Issued	681	1685
Liens; (bank, wage, 3 <sup>rd</sup> party)	3535	5015
Dog Tags Issued	4212	4135

**Accomplishments:**

- Maintained office accreditation from Treasurer’s Association of Virginia. Attended district meetings.
- Maintained five enrolled in the certification program now.
- Building inspection’s office can now process credit card transactions at the counter, online soon.
- Became fiscal agent for the Shenandoah Valley Animal Services Center which includes three localities
- Due to office turnover, needed to hire and train two new employees.

**Contact Information:**

Richard T. Homes, Treasurer

**Location:** Aug. Co. 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](mailto:treasurer@co.augusta.va.us)

**12130-TREASURER  
BUDGET REQUEST**

	Detail	Detail	FY23-24	FY 22-23	FY 22-23	Request	County Admin. Recommendations	Difference
	22-23 Revised		FY 22-23	FY 22-23	FY 23-24	FY 23-24		
<b><u>3600 - ADVERTISING</u></b>			\$	300	300	300	300	-
Fall billing	72	72						
Spring billing	100	100						
<i>Shared ad with Staunton City</i>	172	172						
			\$	26,000	25,000	26,000	24,200	1,800
<b><u>4100 - DATA PROCESSING</u></b>								cut to detail
BAI Municipal:	18,100	18,100						
Giact contract	6,120	6,120						
	24,220	24,220						
			\$	52,000	53,000	53,000	53,000	-
<b><u>5201 POSTAL SERVICES</u></b>								
BMS Printers	46,000	45,000						
Office postage	8,000	8,000						
	54,000	53,000						
			\$	2,550	2,550	2,600	2,600	-
<b><u>5203 TELEPHONE SERVICES</u></b>								
Carolina Digital	2,300	2,300						
Switchboard	100	100						
Office lines	2,400	2,400						
			\$	1,200	1,087	1,200	1,200	-
<b><u>5307 MONEY &amp; SECURITIES INSURANCE</u></b>								
VACORP - Virginia:	1,100	1,100						
	1,100	\$1,100						
			\$	2,500	2,500	2,500	2,500	-
<b><u>5501 - TRAVEL EXPENSE</u></b>								
Conference	600	600						
Meetings	1,100	1,100						
Classes	600	600						
	2,300	2,300						

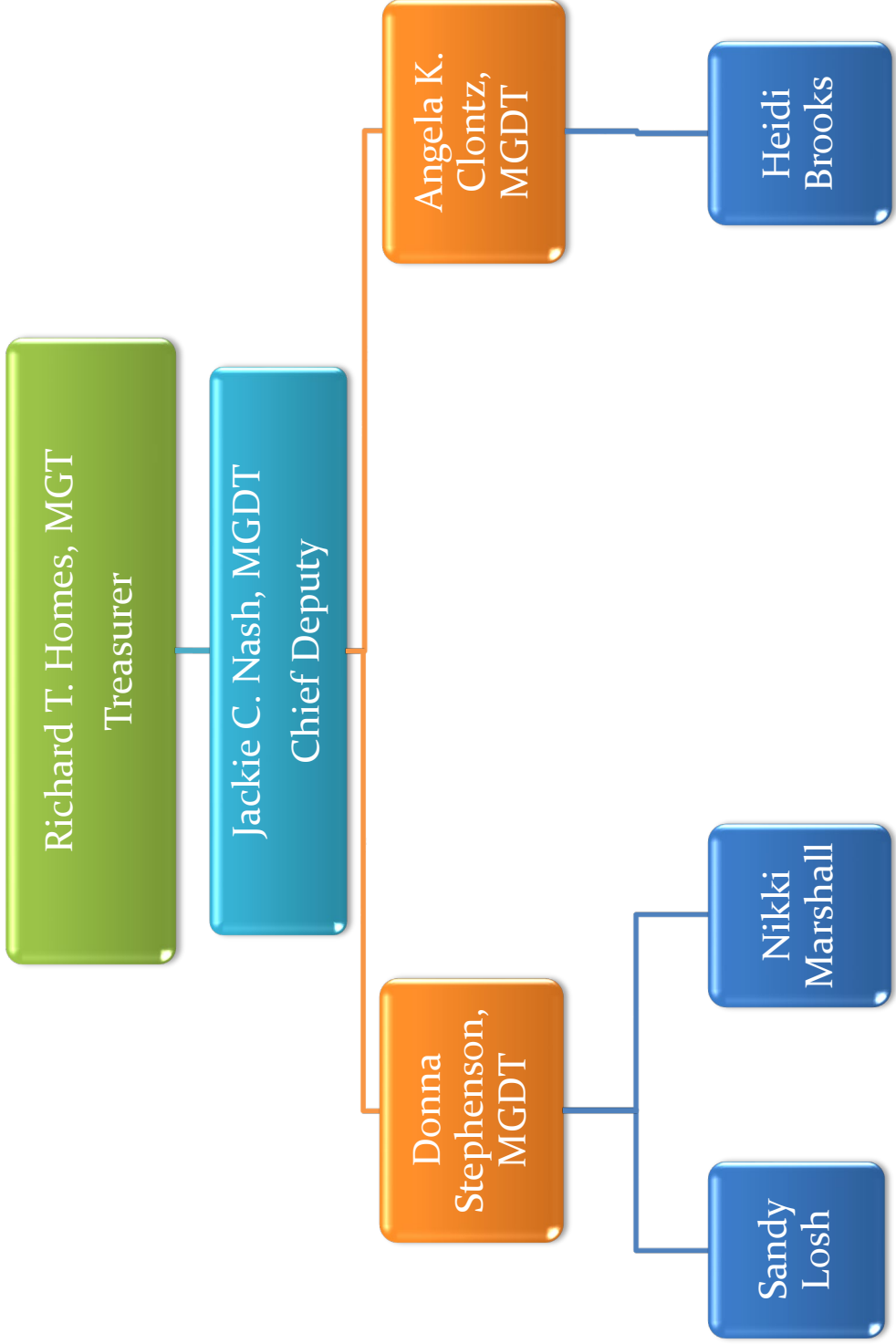
**12130-TREASURER  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
			\$	1,600 \$	1,500 \$	1,600 \$	1,600 \$
<b><u>5801 - DUES &amp; SUBSCRIPTIONS</u></b>							
	BAI Users Group	600 \$					
	TAV	675					
	Certification	200					
		<u>1,475 \$</u>					
			\$	12,500 \$	16,000 \$	14,000 \$	14,000 \$
<b><u>6001 - OFFICE SUPPLIES</u></b>							
	Copier, Shred It	900 \$					
	Office supplies, vendors	4,000					
	BMS Printers	<u>12,000</u>					
		\$ <u>16,900 \$</u>					
			\$	1,000 \$	1,170 \$	1,170 \$	1,170 \$
<b><u>6018 - DOG TAGS</u></b>							
	BMS Printers						
	annual kennel tags	650					
	renewable tags	<u>519.3</u>					
		\$ <u>1,168 \$</u>					
			\$	3,600 \$	2,500 \$	3,000 \$	3,000 \$
<b><u>6099 - DELQ TAX COLLECTION</u></b>							
	VEC annual usage fee	1,300					
	county atty; collections fees	500					
	CLEAR collection tool	<u>700</u>					
		\$ <u>2,500 \$</u>					
			\$	- \$	700 \$	- \$	- \$
<b><u>8002 - FURNITURE &amp; FIXTURES</u></b>							
	Hon lateral cabinets with top						
	<b>Department Total:</b>		\$ 103,250 \$	106,307 \$	105,370 \$	103,570 \$	1,800
	<b>Payroll Total:</b>		\$ 549,186	545,757 \$	615,512 \$	559,271 \$	56,241
	<b>Grand Total:</b>		\$ <u>652,436 \$</u>	<u>652,064 \$</u>	<u>720,882 \$</u>	<u>662,841 \$</u>	<u>58,041</u>

\*cut requested Tax Collector I

# Treasurer

## Organizational Chart



# Finance

## **Mission:**

The mission of the Finance Department is to produce 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, by providing the tools and resources needed to be well informed and effective decision makers.

## **Department Overview:**

The Finance Department is responsible for overseeing the financial operations of the County. To act as stewards of the financial resources provided to the County in support of the County's mission to provide citizens with essential services. 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 and agencies where we are fiscal agent.
- General ledger maintenance and setting up Treasurer codes.
- 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
- Development of the annual County budget with input from Administration for presentation to the Board per state code.
- Procurement-to include request for proposals, requests for quote, purchase order preparation, and contract review. All procurement follows County policy and VPPA.
- 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 and depreciation schedules
- Revenue Recovery transport billing and revenue collection.
- Special projects as assigned.
- Fiscal agent for Shenandoah Valley Animal Service Center, 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. RFP was issued in 2022 and proposals have been reviewed, currently vetting vendors to ensure that the software is the best fit for the collective county departments.
- Assist with updating the 5 year Operating and Capital financial plan
- Research new GASB Standards and implement as needed
- Prepare to implement GASB 96-Subscription based information technology software, which will include tracking software that meets this requirement and reporting the liability in the FY23 audit.
- 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$390,090	\$399,818	\$398,031	\$461,483	15.4%
Operating	31,048	27,597	45,311	49,923	80.9%
<b>Total</b>	<b>\$421,138</b>	<b>\$427,415</b>	<b>\$443,342</b>	<b>\$511,406</b>	<b>19.7%</b>

\*Change in personnel are due to a new Accountant effective 1/1/2024, and re-classes. Operating changes are due to costs associated with a new FTE and data processing services related to mandatory changes to GASB audit standards.

**Service and Performance Measures:**

Item	FY2020-2021 Actual	FY2021-2022 Actual	FY2022-2023 Expected
Purchase Orders	513	471	492
Special Projects	20	17	20
Number of AP Transactions	14,792	14,532	14,500
Number of ACH Transactions	4,507	4,809	4,500
Number of Checks Printed	22,302	20,966	21,600
Journal Entries	338	268	350
Solicitations issued	14	17	16
Contract Administration	14	17	16
eVA Orders	1	0	1
GFOA Certificate (audit and budget)	2	2	2

\*\*Special projects include: Container Services for, SAW Range Groundskeeping Services, Chiller Compressor Replacement ,Health Insurance Procurement all plans, Verona Pedestrian Improvement, General Reassessment, SVASC Veterinary Services, Enterprise Resource Planning Software, Chimney’s Park Shelter Roof Replacements.

**Accomplishments:**

- Successfully transitioned away from fiscal agent for the Middle River Regional Jail.
- Successfully transitioned to the new fiscal agent for the Shenandoah Valley Animal Service Center effective July 1, 2022.
- Successfully achieved the GFOA audit award FY21 the FY22 audit has been submitted for consideration. The budget award for FY23 is still pending review.
- Continued working towards 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.
- Successful implementation of GASB 87-Lease in the FY22 audit.

**Contact Information:**

Misty Cook, Finance Director

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 Verona, VA 24482

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**12150-FINANCE  
BUDGET REQUEST**

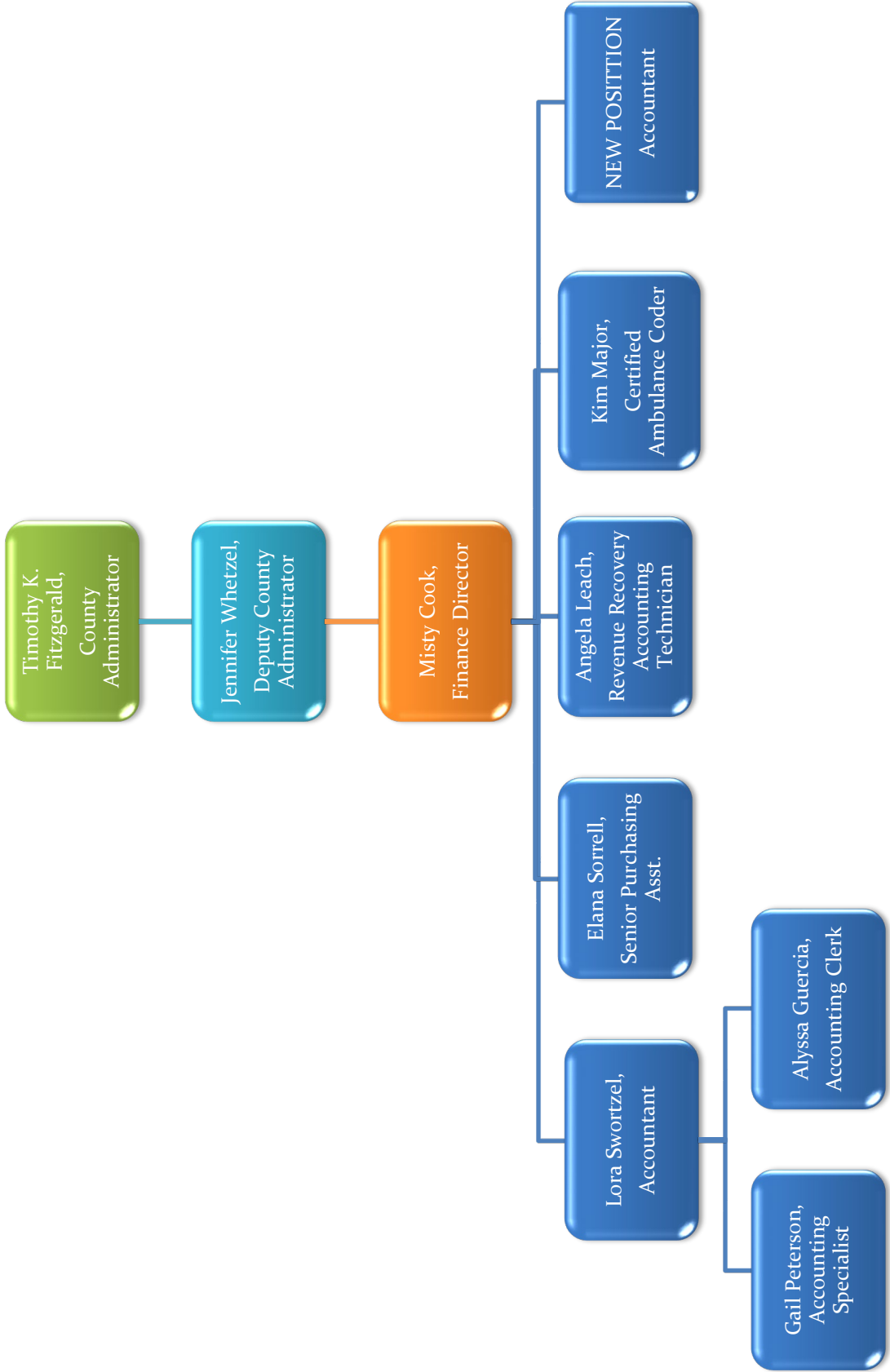
	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>4100 - DATA PROCESSING SERVICES</u></b>							
BAI Municipal Software, annual maintenance	\$ 7,690	\$ 8,613					
Lease Crunch \$100 per lease (exp 5/31/23)	8,280	8,280					
20 copier leases							
1 postage lease							
7 tower leases ECC							
26-property/dumpster leases	8,280	8,280					
SBITA Software through Deotbook(GASB 96 implementation)	24,250	25,173		24,250	\$25,173	25,173	
			\$ 7,777				
<b><u>5201 - POSTAL SERVICES</u></b>							
Monthly Postage:	\$ 3,300	\$ 3,415		3,300	3,465	3,300	165
UPS:		50					general cut
	\$ 3,300	3,465					
<b><u>5203 - TELEPHONE SERVICES</u></b>							
Carolina Digital	\$ 924	\$ 924		1,100	1,100	1,100	
VITA, long distance:							
Switchboard charges:	49	60					
Misc. Repairs:	40	100					
	\$ 1,013	1,084					
<b><u>5501 - TRAVEL EXPENSES</u></b>							
Virginia Government Finance Officer's Assoc				6,000	5,300	5,000	300
(VGFOA) Fall Conference							general cut
(FY23 Charlottesville, day registration) (2 attendees) (November 08-10 2023)	\$ 95	\$ 95					
VGFOA Spring Conference, VA Beach VA (2) (May 3-5, 2023) (May 6-8, 2024)	550	550					
Spring conference hotel and meals	650	650					
VGFOA Certificate Program, Acct Specialist(2 classes) 10 classes left							
Intro to Govt Accounting (online) registered 1/2023	175	-					
Intermediate governmental accounting(online)	-	-					
Operating and Capital Budgeting(in-person September 2023)	-	225					
Operating and Capital Budgeting travel expenses	-	200					
CPFO Program-Finance Director	600	600					
Accounting Clerk-BRCC Online Excel Class (March or April start date)	395	-					
Virginia Assoc. of Govt Purchasing (VAGP)	100	-					
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	555					
CPPB Exam Prep(7 week prep 2 hr 2 times a week)	605	605					
NIGP Forum 2023 (only Virtual) Aug 21-23	-	299					
Travel & meals for 2023 NIGP Forum	-	-					
NIGP-Public procurement Bundle(virtual)	-	-					

**12150-FINANCE  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
APSPM CE Course-Purchasing (TBD)		-					
Misc. Conferences, classes, seminars, etc.							
Misc. travel expenses	175	175					
VT-classes(DOF & Accountant x 2)	200	200					
	\$ 5,166	\$ 5,279					
Sr. Purchasing Assistant-VCO certification requires 60 hours every 5 years 9/10/14/2020							
Accounting Clerk-VCA certification need 20 hrs within 2 years of expiration currently 3/25/2026							
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
BAI Accounting Users Group:	\$ 500	\$ 500	\$ 1,400	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
VGFOA: (Lora,Misty, Gail)	150	150					
VAGP:	35	35					
NIGP Membership	199	199					
Zoom Accounts x 2	240	240					
VCA/VCO Certification: Renew every 5 yrs	-	-					
	\$ 1,124	\$ 1,124					
<b>6001 - OFFICE SUPPLIES</b>							
Copier charges:	\$ 3,855	\$ 4,000	\$ 8,020	\$ 9,000	\$ 9,000	\$ 9,000	\$ -
Fixed Asset Software \$330/yr	353	371					
Accounts Payable checks	740	740					
Shred-it contract	192	192					
Lora new calculator	261	-					
Calendars	111	111					
Envelopes	475	475					
1099 forms	45	60					
check printer toner-new printer FY20, toner more	600	600					
ink new printers	196	196					
Toner	250	250					
Office Supplies	2,000	2,000					
	\$ 9,078	\$ 8,994					
<b>8002 - OFFICE EQUIPMENT</b>							
misc items	\$ 100	\$ 150	\$ -	\$ 461	\$ 5,150	\$ 5,150	\$ -
New furniture & computer	\$	\$ 5,000					
Misty new chair	360.6	-					
	\$ 461	\$ 5,150					
<b>Department Total:</b>	\$	\$ 27,597	\$ 45,311	\$ 50,388	\$ 49,923	\$ 465	
<b>Payroll Total:</b>	\$	\$ 399,818	\$ 398,031	\$ 465,108	\$ 461,483	\$ 3,625	
<b>Grand Total:</b>	\$	\$ 427,415	\$ 443,342	\$ 515,496	\$ 511,406	\$ 4,090	

\*personnel includes new FTE 1/2 year & reclasses

# Finance Organizational Chart



# Information Technology

Traditionally, the Purpose of the IT Department is to quickly respond to business needs while maintaining relatively low costs. Almost every key business function in the county requires direct or indirect computer support. Aligning Technology and County goals

But today's technology solutions must not only fully meet business requirements such as the following list, but **must do so while reinforcing/improving the County's cybersecurity posture against the constant attacks by enemy states and organized criminal enterprises like Ransomware Gangs, and Ransomware as a Service.**

Security is interwoven through every aspect of the County's information technology to such an extent that we must mentally add the phrase "while defending the county against cyber attacks" to most bullets in this document because security efforts have associated personnel, training, software, and hardware costs

- Organizing and using data
- Instituting cross-functional information systems
- Integrating systems
- Capitalizing on advances in Information Technology
- Connecting to customers or suppliers
- Updating obsolete systems
- Creating an information architecture

Information Technology (IT) has combined functions with the Geographic Information Systems (GIS). Both groups are intrinsically part of the broader county objective to maximize technical capabilities. And, both groups share a strong commitment to customer service. The IT mission is to plan for and promote the efficient use of information technology, provide for enterprise-wide information processing services for the county of Augusta, and to deliver quality service to all of our customers. To fulfill this mission, we have the following high level goals:

- to establish a vision and a plan for the optimum use of information technology within the county
- to provide for responsive, high quality and cost effective computing services
- to promote our customer's efficient and effective use of information technology by ensuring proper implementation and maintenance of computing systems that are responsive, high quality, and cost effective, whether departmental or county-wide systems
- to assist in planning and managing county-wide information technology installation
- to manage and maintain full connectivity among county systems

The Information Technology (IT) department provides the following technology services for county departments and constitutional offices:

## **Enterprise Business Systems Administration & Support**

- Business analysis and process modeling services
- Database administration and data integration services
- Document management
- Key governmental applications and systems

## **Web Administration & GIS Services**

- Administration, governance and content management of external and internal websites
- Enterprise GIS planning, management, and support
- Web services and applications

## **Project Management & Strategic Planning**

- IT Strategic planning and operational oversight
- Management of the IT Project portfolio and project management methodology and training

**Network & Security Services**

- Cybersecurity monitoring and management
- Data and network access and security
- LAN/WAN interconnectivity
- Mobile and remote access management
- Network design and engineering
- Point-to-point wireless network
- Virtual server and shared storage management

**Operations & Technical Services**

- Mass printing and processing
- Voice telecommunications
- Workstations and peripherals maintenance, repair, and support

Departments that are supported by Augusta County IT, either in partnership with the state or independently, are:

- Sheriff’s Office
- Fire Rescue-17 stations
- 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:**

- Continuing progressing with DRP
- Incident Response Plan
- Replace switches at Sheriff’s office
- Rewire Sheriff’s office Network Closet
- ECC remodel project
- ACGC remodel project
- Animal Shelter remodel project
- Secure AD
- ERP Project
- Explore email retention policy
- EOP project and replacing badges
- Policies
- Work on team building and communication for the department
- To continue to apply network changes so as to improve throughput and security
- NVR at CWA.
- Mobile Device Management

**Budget Summary:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$699,377	\$ 765,290	\$781,836	\$786,525	2.8%
Operating	276,726	320,064	381,842	361,453	12.9%
<b>Total</b>	<b>\$976,103</b>	<b>\$1,085,354</b>	<b>\$1,163,678</b>	<b>\$1,147,978</b>	<b>5.8%</b>

\*Change in personnel figures are due to a 3% COLA Effective 1/1/2023. Changes in operating are due to increases in maintenance service contracts.

**Service and Performance Measures:**

Item	FY 2023-2024
Equipment Supported	>1000
Users Supported	>350

**Accomplishments:**

- Integral part of ERP Project
- Secured webmail with multifactor authentication to defend against credential theft
- Improved employee cybersecurity awareness training to defend against an employee opening a malicious email attachment or clicking a malicious link in an email or on a webpage
- Installed new networks and connected those networks back to the Government Center with site to site VPNs. Networks support data, security cameras, wireless access points, and phones at:
  - Natural Chimneys (new firewall, switches, phones, and fiber internet)
  - Animal Shelter (assumed Waynesboro installed network, replaced obsolete firewall, switches, and phones)
- Replaced all network switches and installed a new firewall at CWA Office.
  - With this effort the network rack was completely reorganized, cable management was reorganized, and non-county devices for the courts were better separated from county equipment.
  - New internet circuit was installed to improve browsing speeds and voice over IP phone communications, rather than have that traffic circle back and through the Government Center's internet connection.
- Work began and continues on a two year remodeling project to design and build new networks (data, door access, security cameras, phones) for:
  - Transitional ECC dispatch Center (5 temporary dispatch locations in conference room)
  - New Dispatch Center (8 new permanent dispatch consoles)
  - New Parks and Recreation (new offices, conference rooms, and multipurpose/training rooms)
  - New County Attorney's Office area (remodeled office and conference room in front area of old Parks and Rec)
  - New Human Resources Office area (remodeled office and conference room space back area Parks and Rec)
  - New ECC Administration Office area (remodeled County Attorney's Office area)
- Deployed new wireless guest network for county employees.

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**12200-INFORMATION TECHNOLOGY  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>			<b>\$</b>	<b>208,705</b>	<b>\$</b>	<b>232,316</b>	<b>\$</b>
							<b>232,683</b>
							<b>5,966</b>
							<b>cut increase</b>
Cisco Smartnet-network equipment- Sycom	\$	5,676					
UPS Sycom	4,637	4,753					
BAI Software	14,767	15,136					
IBM Iseries-400, warranty with purchase	1,665	1,706					
Brown, Caulkins & Company-check signer	1,704	1,747					
Unity Business-Laserfiche-Mcici	9,449	9,685					
Antivirus- SHI Board approved	20,607	21,122					
FormsPrint-Check Laser Software-Integrated custom	1,523	1,561					
DBU-COR office-Prodara	554	567					
Entrust-webmail.co.augusta.va.us	348	357					
.Gov-Augusta.gov Domain	950	974					
WS-FTP		213					
Network Monitoring software	3,383	3,467					
Barracuda Archiver (New)	5,978	6,127					
InfoPrint Maintenance	202	207					
Barracuda Spam-Sycom	1,703	1,745					
Barracuda Archiver	9,783	10,028					
Verisign-tax.co.augusta.va.us	416	427					
IBM 6500 Maintenance-*paid until 2016	3,392	3,477					
Barracuda Backup	11,550	11,839					
Kbox	1,252	1,283					
Website	14,212	14,567					
Archive Social-archive social media	5,988	6,138					
2FA	258	265					
2FA server-	1,423	1,458					
Spool Flex, Message Flex - AS 400	1,312	1,344					
Kiwi- logs activity on switches- Solarwinds	119	122					
VIRL- Network Simulation	214	220					
Anyconnect	2,611	2,677					
Netmotion for NA-SHI	419	430					
AD Management	3,825	3,921					
Know B4	5,645	5,786					
Site Improve	6,950	7,124					
VM renewal	5,611	5,751					
Teamviewer CARES	2,411	2,471					
Teamviewer for Melanie	615	630					
Entrust 650 archiver	208	213					
Printer Connections	3,053	3,129					
Fortigate Cert	203	208					
DUO-Sycom; \$11,812 CARES	22,869	23,441					
Meraki: budget 6000 for 2025							
AS 400 Antivirus	2,498	2,560					



**12200-INFORMATION TECHNOLOGY  
BUDGET REQUEST**

	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
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	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
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	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
	8,522	8,735				
<i>Verim</i>	12,000	12,300				
Cell Phone MDM	600	615				
Natural Chimneys Fortigate and switches		550				
SVAS Fortigate and Fortiswitch		750				
CWA Branch Fortigate and Fortiswitch	31,000	31,000				
Azure P1						
Phisher- \$13,000						
Printer Logic \$6237						
FortigateManager & FortiCloud \$4032.26						

	<u>\$</u>	<u>232,316</u>	<u>\$</u>	<u>238,649</u>		
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**3321 - MAINTENANCE SERVICE - GIS**

	<u>\$</u>	<u>18,596</u>	<u>\$</u>	<u>18,789</u>	<u>\$</u>	<u>27,259</u>	<u>\$</u>	<u>(0)</u>
ESRI Software Maintenance	193	198						
GIS Certificate		8,000						
GPS unit subscriptions	18,789	27,259						

**3322 - CONTRACT SERVICES**

	<u>\$</u>	<u>7,333</u>	<u>\$</u>	<u>32,103</u>	<u>\$</u>	<u>42,668</u>	<u>\$</u>	<u>0</u>
Sycom	5,500	1,500						
Advanced Telephone		6,000						
FPS-3								
BMS Printing								
RE Tax Bills (October & June)	7,487	7,674						
PP Tax Bills (October)	5,666	5,808						
Supplementals (November & July)	866	888						
Delinquencies PP/RE (March)	2,880	2,952						
PP Tax Bills (March)	10,079	10,331						
	39,811	42,668						

\*offset in part by revenue from ACSA (\$7976) and Headwaters (\$750) support contracts; see recovered costs

**3323 - CONTRACT SERVICES - GIS**

	<u>\$</u>	<u>500</u>	<u>\$</u>	<u>500</u>	<u>\$</u>	<u>500</u>	<u>\$</u>	<u>-</u>
	500	500						

**5201 - POSTAL SERVICES**

	<u>\$</u>	<u>200</u>	<u>\$</u>	<u>-</u>	<u>\$</u>	<u>200</u>	<u>\$</u>	<u>-</u>
Regular mailings for IT staff	200	200						

**5203 - TELEPHONE SERVICES**

	<u>\$</u>	<u>31,125</u>	<u>\$</u>	<u>34,311</u>	<u>\$</u>	<u>35,169</u>	<u>\$</u>	<u>(0)</u>
Comcast:	1,722	31,903						
Carolina Digital		1,765						

**12200-INFORMATION TECHNOLOGY  
BUDGET REQUEST**

Detail      Detail      Original      Revised      Request      County Admin. Recommendations      Difference

22-23 Revised      FY23-24      FY 22-23      FY 22-23      FY 23-24      FY 23-24

Verizon:      288      295  
Switchboard:      204      209  
Verizon Wireless:      972      996  
\$ 34,311      \$ 35,169

**5305 - INSURANCE**  
1Vehicle      \$ 568      \$ 582      \$ 9,055      \$ 6,985      \$ 7,308      \$ 7,308      \$ 0  
Cyber Security      4,808      4,928  
Hardware/Software      1,754      1,798  
\$ 7,130      \$ 7,308

**5501 - TRAVEL & TRAINING EXPENSES**  
*Virtual Classes*  
Steve      \$ 2,000      \$ -      \$ 3,500      \$ 4,000      \$ 7,800      \$ 6,800      \$ 1,000  
Crystal      -      2,400                                         general cut  
Melanie      -      2,400  
Ahsan      2,000      -  
Garry Conference      3,000  
\$ 4,000      \$ 7,800

**5502 - TRAVEL & TRAINING - GIS**  
Lee-Federal Conference      \$ 600      \$ 600      \$ 600      \$ 600      \$ 600      \$ 600      \$ -

**5801 - DUES & SUBSCRIPTIONS**  
SVTC:      \$ 250      \$ 256      \$ 1,430      \$ 1,430      \$ 1,466      \$ 1,466      \$ (0)  
VALGITE:      200      205  
Fortiguard IOC      500      513  
Zoom      480      492  
\$ 1,430      \$ 1,466

**6001 - OFFICE SUPPLIES**  
Amazon      \$ 1,500      \$ 1,538      \$ 4,200      \$ 5,500      \$ 5,638      \$ 5,000      \$ 638  
SHI      1,500      1,538                                         general cut  
Misc:      2,500      2,563  
\$ 5,500      \$ 5,638

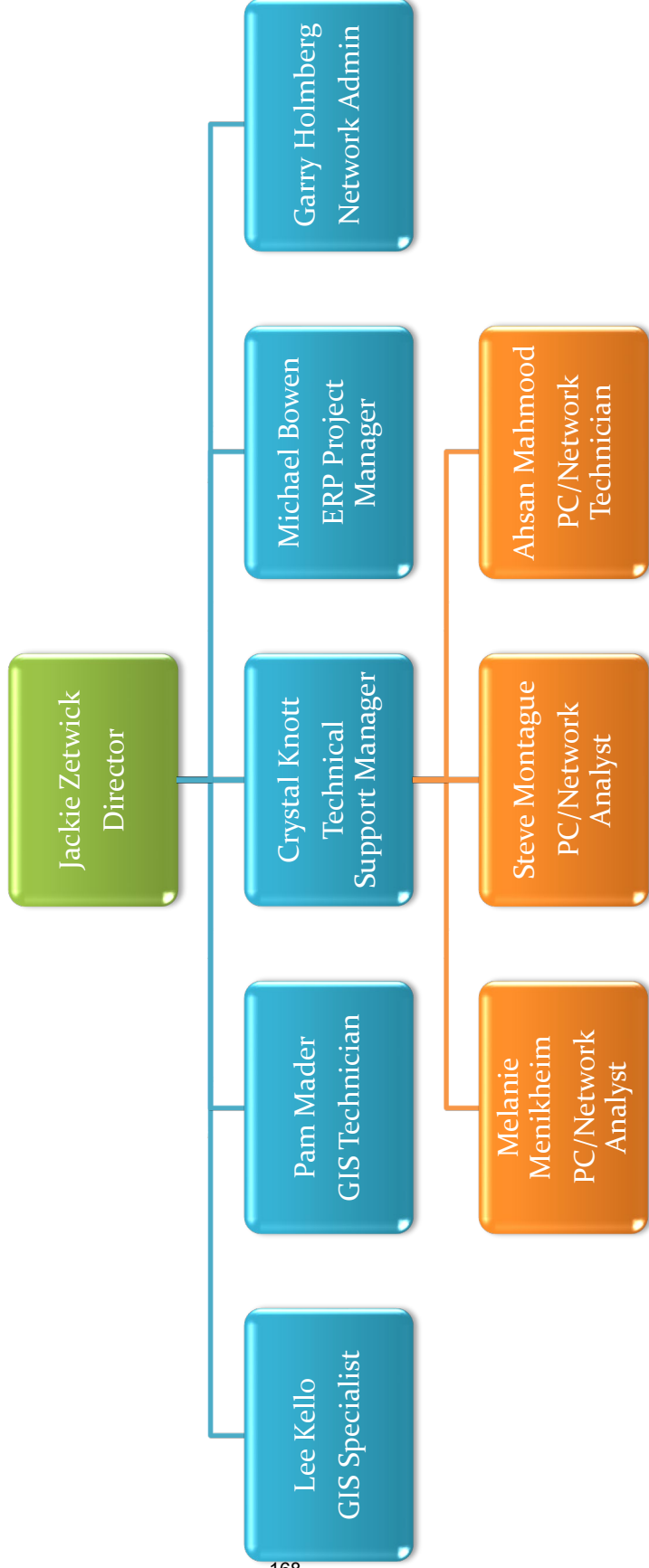
**6002 - OFFICE SUPPLIES - GIS**  
Paper for Plotter      \$ 500      \$ 100      \$ 600      \$ 700      \$ 1,100      \$ 700      \$ 400  
Ink      500      500                                         general cut  
Print Heads      200      500  
\$ 700      \$ 1,100

**12200-INFORMATION TECHNOLOGY  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>						
\$ 600	\$ 600	\$ 400	\$ 600	\$ 600	\$ 600	\$ -
<b><u>6009 - MOTOR VEHICLE MAINT &amp; SUPPLIES</u></b>						
\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
<b><u>8002-OFFICE FURNITURE</u></b>						
\$ 300		\$ -	\$ 1,000	\$ -	\$ -	\$ -
\$ 300						
<b><u>8003 - COMPUTER HARDWARE</u></b>						
\$ 6,000	\$ 6,000	\$ -	\$ 7,300	\$ 7,300	\$ -	\$ 7,300
\$ 1,300	\$ 1,300					
\$ -	\$ 7,300					
<b><u>8004 - COMPUTER SOFTWARE</u></b>						
\$ -	\$ 12,960	\$ -	\$ 27,500	\$ 23,232	\$ -	\$ 23,232
\$ 2,600	\$ 6,238					
\$ 2,600	\$ 4,034					
\$ 2,600	\$ 23,232					
<b>Department Total: \$ 320,064 \$ 381,842 \$ 399,989 \$ 361,453 \$ 38,536</b>						
<b>Payroll Total: \$ 765,290 \$ 781,836 \$ 791,613 \$ 786,525 \$ 5,088</b>						
<b>Grand Total: \$ 1,085,354 \$ 1,163,678 \$ 1,191,602 \$ 1,147,978 \$ 43,624</b>						

12.9%  
2.8%  
5.8%

# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$215,251	\$218,657	\$233,428	\$239,823	9.7%
Operating	197,973	232,006	277,399	256,593	10.6%
<b>Total</b>	<b>\$413,224</b>	<b>\$450,663</b>	<b>\$510,827</b>	<b>\$496,416</b>	<b>10.2%</b>

**Service and Performance Measures:**

Item	FY2022-2023 Planned	FY2022-2023 Actual	FY2023-FY2024 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

**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	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$	- \$	- \$	- \$	- \$	- \$
<b>3121-AUDITING-RISK LIMITED AUDIT</b>						
<b>3200 - COMP. OF ELECTION OFFICIALS</b>						
Officers of Election	40,660 \$	40,650 \$	70,815 \$	70,517 \$	70,517 \$	-
Officer & Alternate training	5,380	5,420				
Officers EPB training	5,380	-				
Chief Officers	435	435				
Assistant Chief Officers	290	290				
Officers picking up material	435	435				
Officers returning material	435	435				
In Person No Excuse Voting	23,800	22,852				
	<u>76,815 \$</u>	<u>70,517 \$</u>	<u>10,850 \$</u>	<u>13,446 \$</u>	<u>10,850 \$</u>	<u>2,596</u>
						<u>general cut</u>
<b>3201 - CUSTODIAN &amp; MECH - VOTING MACHINES</b>						
American of Virginia, Inc.	10,500 \$	10,500	10,850 \$	13,446 \$	10,850 \$	2,596
Sealing voting machines	435	520				
Handing out equipment	290	426				
Election Day & receiving equipment	1,660	1,500				
Picking up signs	-	-				
Moving equipment to Smith West -Friday	260	260				
Election Night Extra Help (\$11x4x5)	340	240				
	<u>13,485 \$</u>	<u>13,446 \$</u>	<u>10,850 \$</u>	<u>13,446 \$</u>	<u>10,850 \$</u>	<u>2,596</u>
						<u>general cut</u>
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>						
Election Manager & tabulation yearly subscription	25,134 \$	17,955	35,476 \$	42,930 \$	35,476 \$	7,454
Firmware - OVO: 31@\$90, OVI: 27 @ \$60	4,410	4,650				
Extended Warranty - OVO: 31@\$225, OVI: 27 @ \$175	11,700	12,325				
Knowink - Poll Pads	7,500	8,000				
	<u>48,744 \$</u>	<u>42,930 \$</u>	<u>35,476 \$</u>	<u>42,930 \$</u>	<u>35,476 \$</u>	<u>7,454</u>
						<u>general cut</u>
<b>3600 - ADVERTISING</b>						
Newspaper/Display Ad of Election	750 \$	750	750 \$	750 \$	750 \$	-
Deadlines - Required by VA Code §24.2-415	-	-				
News Virginian Ad	750 \$	750				





**13010-REGISTRAR  
BUDGET REQUEST**

Mileage Reimbursement - Chief  
Mileage Reimbursement for Custodians

644	720
907	1,016
<u>\$ 10,240</u>	<u>\$ 13,578</u>

**5801 - DUES & SUBSCRIPTIONS**

VA Electoral Board Association  
VA Registrars Association of VA  
Due By 6/25

\$	430	\$	450	\$	450	\$	450	\$	-
\$	180	\$	200						
\$	250	\$	250						
\$	430	\$	450						

**6001 - OFFICE SUPPLIES**

Proposed amount based on an average of  
prior year expenditures  
card envelopes

\$	6,000	\$	6,000						
\$	6,000	\$	6,000						

**6007 - REPAIRS & MAINTENANCE - VOTING MACHINES**

\$	600	\$	600	\$	600	\$	600	\$	-
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**6028 - BALLOTS & VOTING MACHINE SUPPLIES**

Voting machine/L&A Testing/Poll Pad Supplies  
Election supplies

\$	3,995	\$	2,887						
\$	24,205	\$	27,163						
\$	28,200	\$	30,050						
\$	24,200	\$	24,200	\$	30,050	\$	24,000	\$	6,050
									general cut

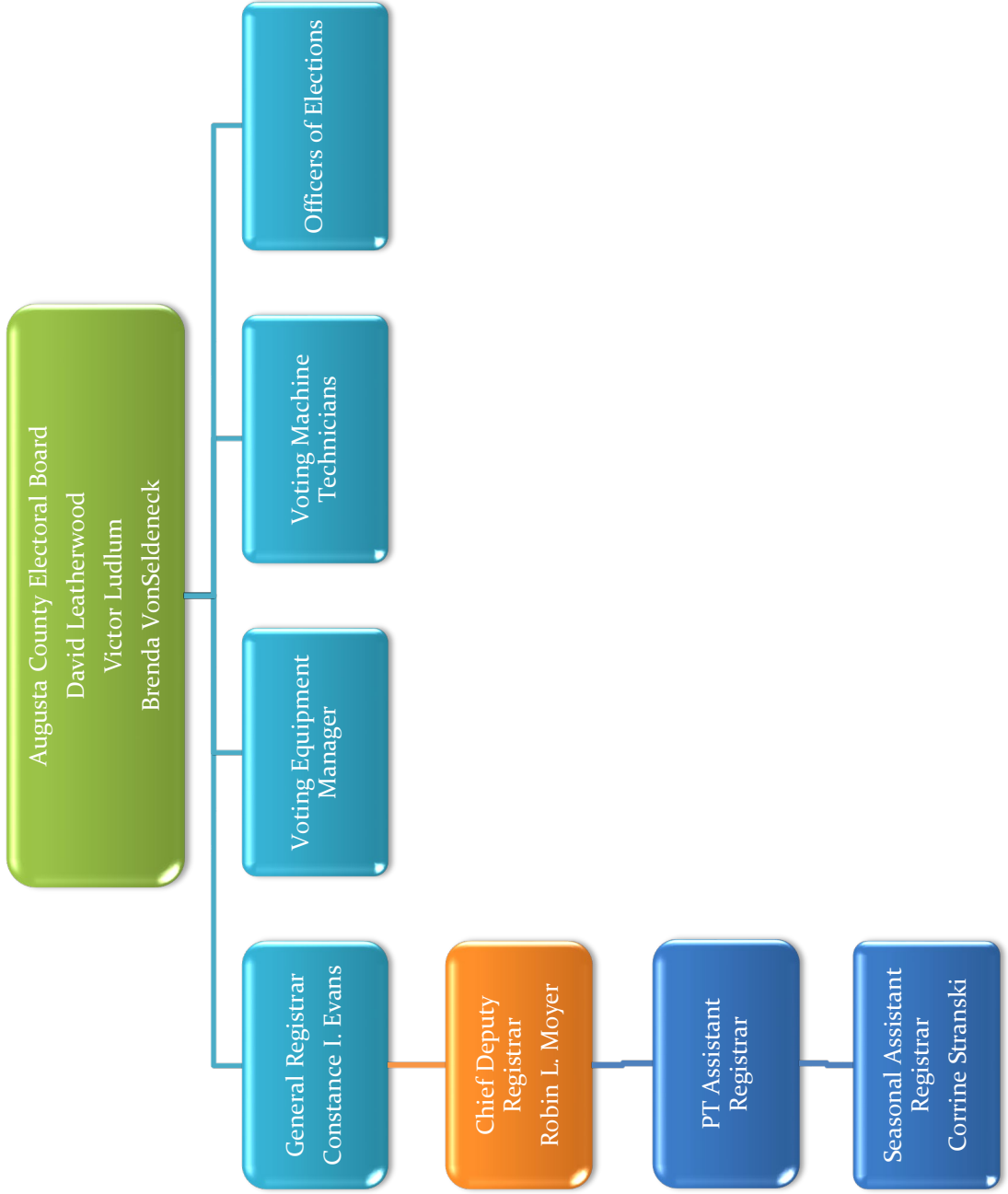
**8002 - FURNITURE & EQUIPMENT**

laptop  
provide and install 3 cat 6 cables(new position)  
Thumbdrives OVO and OVI

\$	-	\$	-	\$	-	\$	900	\$	-
\$	900	\$	900						
\$	900	\$	900						

Department Total:	\$ 232,006	\$ 277,399	\$ 358,109	\$ 256,593	\$ 101,516
Payroll Total:	\$ 218,657	\$ 233,428	\$ 290,811	\$ 239,823	\$ 50,988
Grand Total:	\$ 450,663	\$ 510,827	\$ 648,920	\$ 496,416	\$ 152,504

# Registrar Organizational Chart



**Augusta County**

**Fiscal Year 2023-2024**

**Departmental Budgets by Function**

**Judicial Administration**

Department	FY2021- 2022	FY2022 - 2023	FY2022 - 2023	FY2023 - 2024	% Change from FY2023
	Actual	Adopted	Revised	Recommended	
Circuit Court	\$ 195,597	\$ 192,965	\$ 204,265	\$ 208,355	8%
General District Court	8,004	13,241	21,697	18,744	42%
Magistrate	3,127	4,457	4,461	4,771	7%
Clerk of the Circuit Court	1,091,497	1,181,482	1,188,155	1,214,214	3%
Commonwealth Attorney	1,778,088	1,815,996	1,706,913	1,698,059	-6%
<b>Total Judicial Administration</b>	<b>\$ 3,076,313</b>	<b>\$ 3,208,141</b>	<b>\$ 3,125,491</b>	<b>\$ 3,144,143</b>	<b>-2%</b>



# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$182,863	\$182,115	\$186,865	\$195,955	7.6%
Operating	12,734	10,850	17,400	12,400	14.3%
<b>Total</b>	<b>\$195,597</b>	<b>\$192,965</b>	<b>\$204,265</b>	<b>\$208,355</b>	<b>8.0%</b>

\*Increases in personal are due to reclasses for law clerk and judicial assistant. Changes in operating are due to increases in Juror costs, office supplies and telephone services.

**21010-CIRCUIT COURT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 3,150	\$ 8,000	\$ 4,000	\$ 4,000	\$ -
<b><u>3200 - COMPENSATION - JURORS &amp; WITNESSES</u></b>						
Per diem for jurors and witnesses						
		\$ 2,700	\$ 2,700	\$ 2,700	\$ 2,700	\$ -
<b><u>3201 - COMPENSATION OF JURY COMMISSIONERS</u></b>						
Per diem for jury commissioners						
		\$ -	\$ -	\$ -	\$ -	\$ -
<b><u>3320 - MAINTENANCE SERVICE CONTRACTS</u></b>						
Minor repairs to office equipment						
		\$ -	\$ -	\$ -	\$ -	\$ -
<b><u>5201 - POSTAL SERVICES</u></b>						
General office mailings, overnight deliveries						
Moved to clerks line item						
		\$ 900	\$ 1,200	\$ 1,200	\$ 1,200	\$ -
<b><u>5203 - TELEPHONE SERVICES</u></b>						
Land lines, long distance, switchboard						
		\$ 1,400	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
<b><u>5801 - DUES &amp; SUBSCRIPTIONS</u></b>						
VA Lawyers, Lexis Nexis, West						
Addition of juror management system						
		\$ 2,700	\$ 3,500	\$ 4,000	\$ 3,500	\$ 500
<b><u>6001 - OFFICE SUPPLIES</u></b>						
General office supplies, including copier charges						
		\$ -	\$ 1,000	\$ -	\$ -	\$ -
<b><u>8002-FURNITURE &amp; EQUIPMENT</u></b>						
		\$ 10,850	\$ 17,400	\$ 12,900	\$ 12,400	\$ 500
		\$ 182,115	\$ 186,865	\$ 197,863	\$ 195,955	\$ 1,908
		\$ 192,965	\$ 204,265	\$ 210,763	\$ 208,355	\$ 2,408

\*personnel includes requested increases

# 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:

- To continue supplemental pay for all employees (implemented in FY23).
- Continue high level of customer service and all employees being cross trained
- Implementing cross training for all Deputy Clerks
- 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$8,004	\$13,241	\$21,697	\$18,744	41.6%

\*Increase is due to the implementation of a 3% supplement, effective 07/01/2022.

**Service and Performance Measures:**

<b>Item</b>	<b>2022 Actual</b>	<b>2023 Estimated</b>
Civil Cases	1,918	2,100
Criminal Cases	2,279	2,350
Traffic Cases	8,560	8,800
Miscellaneous	872	950

\*Miscellaneous cases for 2022 include TDO, ECO, and Mental Commitment Hearings.

**Accomplishments:**

- Continued enhancements on E-summons with Augusta County Sheriff's Office
- From January 1, 2022, to December 31, 2022, this department collected over \$215,000 in fines and fees for Augusta County alone.
- Implementing the GCMS and FAS programs for data entry and fine collections
- Training of 4 new employees in the General District Court
- Employees continue to provide outstanding service to the public as well as other agencies.

**Contact Information:**

Amy A. Helmick, 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:** ahelmick@vacourts.gov

**2.1020-GENERAL DISTRICT COURT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY 23-24	FY 22-23	FY 23-24	FY 23-24	
<b>1100 - SALARY &amp; WAGE SUPPLEMENT</b>						
3% Salary Supplement	\$ 6,741 \$				9,634 \$	16,057
FICA	516				included at 3% not 8%	
	\$ 6,741 \$	6,741 \$	8,297 \$	25,691 \$		
<b>5203 - TELEPHONE SERVICES</b>						
Verizon	\$ 3,300 \$	3,000 \$	3,800 \$	3,000 \$	3,810 \$	(810)
MCI	112				adjusted to actuals	
Switchboard	219					
VITA	172					
	\$ 3,803 \$	3,808				
<b>5501 - TRAVEL EXPENSES</b>						
Conference travel	\$ 500 \$	500 \$	- \$	- \$	- \$	-
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>						
Association of Clerk	\$ 175 \$	175	300 \$	300 \$	300 \$	-
Blue 360 Media	81	81				
	\$ 256 \$	256				
<b>6001 - OFFICE SUPPLIES</b>						
Stericycle	\$ 748 \$	744	5,800 \$	6,200 \$	5,000 \$	1,200
Additional stericycle shred it	500	500			general cut	
Xerox Copier	1,294	1,296			revised includes 1,000 for bulk shredding	
SVOE Copier	257	252				
Office supplies not covered by Supreme Court,	2,001	2,500				
	\$ 4,800 \$	5,292				
<b>8002 - FURNITURE &amp; EQUIPMENT</b>						
	\$ - \$	- \$	3,500 \$	3,500 \$	- \$	3,500
					new chairs to revised	
<b>Department Total:</b>	\$ 13,241 \$	13,241 \$	21,697 \$	38,691 \$	18,744 \$	19,947
<b>Payroll Total:</b>	n/a	n/a	n/a	n/a	n/a	n/a
<b>Grand Total:</b>	\$ 13,241 \$	21,697 \$	21,697 \$	38,691 \$	18,744 \$	19,947



# Office of the Magistrate

## Region II, 25<sup>th</sup> 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 25<sup>th</sup> 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, Alison McCray, Jamie Long, Carl Tate, and one pending vacancy. 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 25<sup>th</sup> 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 25<sup>th</sup> Judicial District collectively,” to be administered by Augusta County. The 25<sup>th</sup> 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$3,127	\$4,457	\$4,461	\$4,771	7.0%

### Contact Information:

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

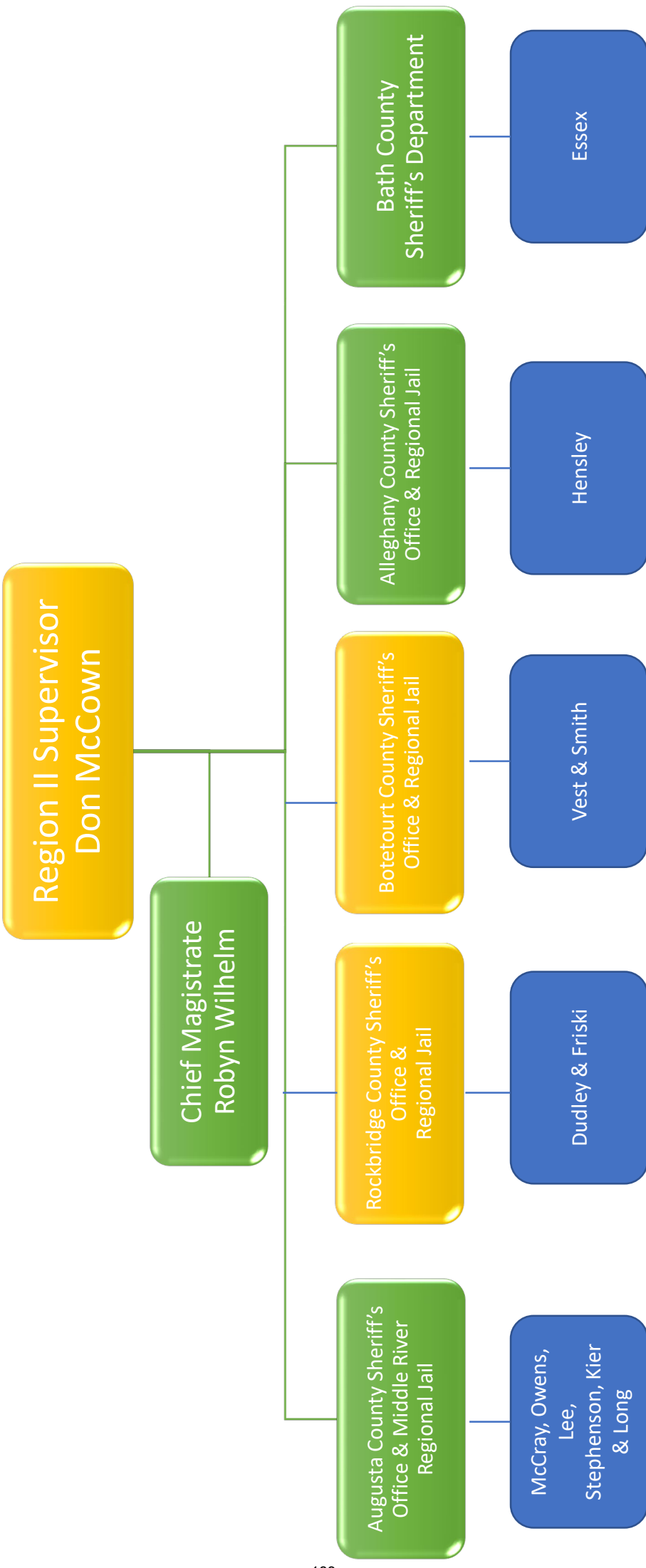
**Mail:** P.O. Box 1088 Lexington VA 24450  
**Phone:** (540) 430-2035 or (209) 815-4063  
**E-mail:** rwilhelm@vacourts.gov

**2.1030-MAGISTRATE  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 62 \$	\$ 66 \$	\$ 66 \$	\$ 66 \$	\$ -
<b>5201 - POSTAGE</b>						
Post office box in Verona.						
Annual cost of PO Box #75 increased to \$66/per year.						
<b>5203 - TELEPHONE SERVICES</b>		\$ 2,000 \$	\$ 2,000 \$	\$ 2,000 \$	\$ 2,000 \$	\$ -
Phone and fax lines.						
Includes lines for video conferencing.						
<b>5501 - TRAVEL &amp; TRAINING</b>		\$ 200 \$	\$ 200 \$	\$ 260 \$	\$ 250 \$	\$ 10 general cut
Continuing education expenses for magistrates.						
<b>5604 - PRO-RATA SHARE - CHIEF MAGISTRATE</b>		\$ 125 \$	\$ 125 \$	\$ 135 \$	\$ 135 \$	\$ -
Augusta County's portion of funding the operation of Chief Magistrate's office.						
\$135 requested per locality for FY2023-2024.						
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>		\$ 970 \$	\$ 970 \$	\$ 1,120 \$	\$ 1,120 \$	\$ -
6 memberships in the VA Magistrates' Association.	\$ 150 \$					
2 copies of Baecigal's VA Criminal Offenses and Defenses, 2023-2024 Edition. (Price expected to increase to \$475/copy).	950					
2 mini code books (\$10 each/for two office locations)	20					
	\$ 1,120 \$					
<b>6001 - OFFICE SUPPLIES</b>		\$ 600 \$	\$ 600 \$	\$ 720 \$	\$ 700 \$	\$ 20 general cut
Non-consumables such as light bulbs, mouse pads, phone cords, paper products, hand sanitizer, etc. State funds cannot be used for such items. (\$30 per month annually for two offices = \$720)						
<b>8002 - FURNITURE &amp; EQUIPMENT</b>		\$ 500 \$	\$ 500 \$	\$ 1,000 \$	\$ 500 \$	\$ 500 general cut
Cost to replace fax, lamp(s), etc. as necessary.	\$ - \$					
1 new desk chair, space heater, scanner/fax/copy combo, ect.	\$ - \$					
<b>Department Total:</b>		\$ 4,457 \$	\$ 4,461 \$	\$ 5,301 \$	\$ 4,771 \$	\$ 530
<b>Payroll Total:</b>		n/a	n/a	n/a	n/a	n/a
<b>Grand Total:</b>		\$ 4,457 \$	\$ 4,461 \$	\$ 5,301 \$	\$ 4,771 \$	\$ 530

# Magistrate Offices

## Region II, 25<sup>th</sup> Judicial District



# 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, which the Circuit Court Clerk's Office funds.

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 21 – June 22) was 2,887. In addition to initial filings there were civil/criminal cases which were concluded during the fiscal year (July 21 – June 22) totaling 2,936.**
- 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](http://www.courts.state.va.us/courts/circuit/Augusta/home.html). We offer e-filing of civil cases and e-recording of land records. The Clerk's Office also provides free to the public the historic records online portal at <https://acch.omeka.net>.

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, 2022, the office receipted \$8,607,003. Revenues and excess fees collected for Augusta County were \$1,521,471.**

**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.
- 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.
- 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 in 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 \$693,421 in grant funds with an additional \$47,686.50 and \$37,952.00 that has been requested in FY23/24)**
- Continue to inventory, conserve and digitize historic records for restoration, and continue to work with partner organization on how make available historically significant documents.
- Maintain and raise private sector funds for the Augusta County Court House Historic Records Fund.
- Continue the process of in house scanning old Civil and Criminal files for better access for staff and the public to these records.
- Complete the back scanning project of Civil and Criminal files with vendor - StarPoint Global.
- Review and determine if new jury management system should be implemented.
- Review and determine if new electronic filing system for both Criminal and Civil Cases should be implemented.
- Continue to work on planning for move to new Augusta County Courthouse in Verona.

**Budget Summary:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$973,990	\$1,014,730	\$1,015,353	\$1,045,707	3.1%
Operating	117,507	166,752	172,802	168,507	1.1%
<b>Total</b>	<b>\$1,091,497</b>	<b>\$1,181,482</b>	<b>\$1,188,155</b>	<b>\$1,214,214</b>	<b>2.8%</b>

\*changes in personnel are related to a 3% COLA increase effective 1/1/2023. Operating changes are due to awarded grants for preservation through the Library of Virginia.

**Service and Performance Measures:**

Item	FY2021-2022 (Actual)	FY2023-2024 (Planned)
Criminal Cases Commenced*	2,272	2,280
Civil Cases Commenced*	615	650
Wills/Estates Initiated*	718	725
Judgments	2,811	2,820
Deeds Recorded	19,323	19,400
Oversize Plats	242	250
Financing Statements	240	250
Marriage Licenses	338	340
Notaries Qualified	213	220
Game Licenses	19	20
Concealed Handgun Permits	1,671	2,000
Passports	N/A	N/A
Restitution checks written**	756	760
Juries Impaneled	34	38

\*Criminal cases with dispositions – 2,380; Civil cases with dispositions 556; Wills do not include inventory/settlement filings.

\*\*Total amount of Restitution paid out to victims was \$223,543 (as of 12/31/22), and the amount owed to victims is \$3,873,068 (as of 12/31/22), which is monitored by our Clerk’s Office.

**Accomplishments:**

- Restoration of historical records through grants from the LVA and other funding totaling over \$693,421.
- 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.
- Ten deputy clerks past and present have 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 February 2021.
- Established Augusta County Circuit Court historic records online archive portal in February 2021, and update was completed in January 2022.
- Created the Augusta County Circuit Court Historic Records Volunteer Program in August 2021.
- Purchased and installed plastic card printer and Implement plastic card concealed handgun permits to be issued in November 2022
- Reviewed the costs and workload requirements to become a Passport Acceptance Facility, and decision was made to put this on hold until staffing and space can be arranged.
- Entered into *Histories Along the Blue Ridge* project partnership with James Madison University Department of History and JMU Libraries.

**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 4<sup>th</sup> 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

**2.1060-CLERK OF THE CIRCUIT COURT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3121 - AUDITING - APA</b>							
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 April 8, 2022.	\$ 3,100	\$ 3,150	\$ 3,100	\$ 3,100	\$ 3,150	\$ -	\$ 3,150
							incurring audit fees in FY23
<b>5201 - POSTAGE SERVICES</b>	\$ 10,000	\$ 12,000	\$ 10,000	\$ 11,000	\$ 12,000	\$ 12,000	\$ -
Postage expenses include the three Judges as well as the Clerk's Office.							
<b>5203 - TELEPHONE SERVICES</b>	\$ 12,000	\$ 16,000	\$ 12,000	\$ 16,000	\$ 16,000	\$ 16,000	\$ -
Land lines and long distance.							
Long distance calls are kept at a minimum by staff.							
<b>5501 - TRAVEL EXPENSES</b>	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,300	\$ 2,300	\$ -
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 Richmond, VA							
Expenses for Clerk related to VCCA, and Master Deputy Clerk enrollments.							
<b>5505- JUROR MEALS</b>	\$ 3,850	\$ 5,480	\$ 3,850	\$ 3,850	\$ 5,480	\$ 3,850	\$ 1,630
Meals for Jurors 15/per meal x12=180 times 3 trials/month=5,480/yr							general cut
Costs also related to water and snacks for jurors.							
Temporary due to COVID Jury backlog.							
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ 670	\$ -
Virginia Court Clerk's Association dues for Clerk and 13 Deputy Clerks.							
<b>6001 - OFFICE SUPPLIES</b>	\$ 5,500	\$ 6,000	\$ 5,500	\$ 5,500	\$ 6,000	\$ 6,000	\$ -
Supplies for the normal operation of the Clerk's Office.							
<b>6002 - TECHNOLOGY MAINTENANCE</b>	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 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.							
<b>OFFSET BY REVENUE.</b>							
<b>6014 - STATE LIBRARY GRANT</b>	\$ 48,632	\$ 47,687	\$ 48,632	\$ 48,682	\$ 47,687	\$ 47,687	\$ -
Grant Applications to the LVA for conservation of our court records and digitization and placement in archival boxes;							ties to revenue
Grant Cycle is only funded annually. Next grant cycle Fall 2023.							
<b>OFFSET BY REVENUE FROM CCRP GRANT.</b>							



**2.1060-CLERK OF THE CIRCUIT COURT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
			\$ -	\$ -	\$ 2,000		\$ 2,000
<b>6015-RESTORATION OF RECORDS-LOCAL</b>							
	\$ 2,000	\$ 2,000					general cut
<b>8002 - FURNITURE &amp; FIXTURES</b>							
	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,000	\$ 1,000		\$ 1,000
							chairs to revised
<b>9999 - TECHNOLOGY TRUST FUND</b>							
	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000		\$ 40,000

**6015-RESTORATION OF RECORDS-LOCAL**  
Local funds utilized for matching grants for which office applies.

**8002 - FURNITURE & FIXTURES**  
The office will need for some staff new desk chairs, and desktop standing desks.

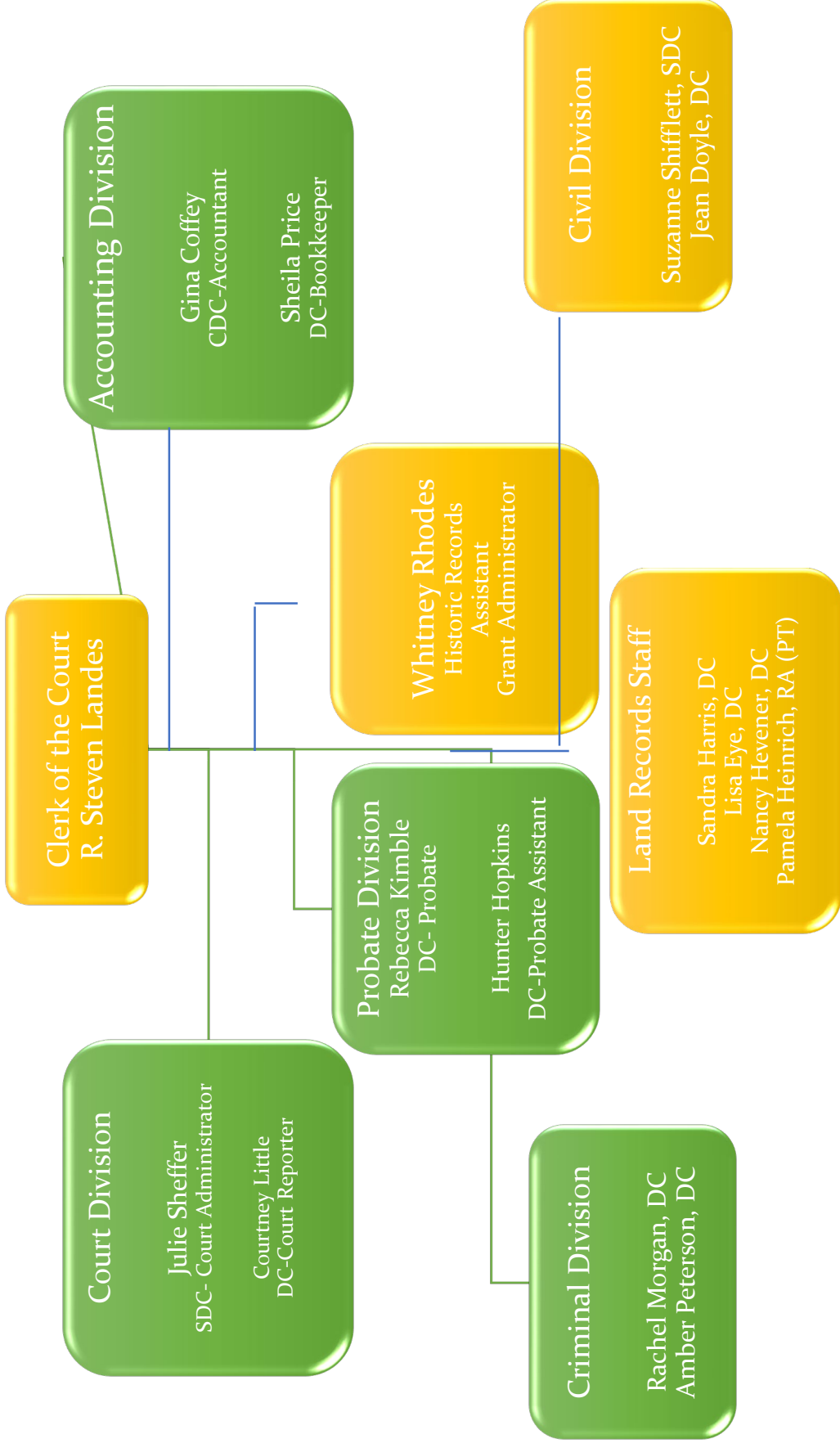
**9999 - TECHNOLOGY TRUST FUND**  
As per Va. Code Section 17.1-279, Fund is used to develop and update land record automation plans for clerk's office; implement plans to modernize land records; obtain and update information technology equipment; preserve, maintain and enhance court records (includes 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.**

Department Total:	\$ 166,752	\$ 172,802	\$ 176,287	\$ 168,507	\$ 7,780
Payroll Total:	\$ 1,014,730	\$ 1,015,353	\$ 1,111,418	\$ 1,045,707	\$ 65,711
Grand Total:	\$ 1,181,482	\$ 1,188,155	\$ 1,287,705	\$ 1,214,214	\$ 73,491

\* cut personnel request Deputy Clerk

# Augusta County Circuit Court Organizational Chart



# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$1,381,547	\$1,405,159	\$1,374,041	\$1,428,686	1.7%
Operating	396,541	410,837	332,872	269,373	-34.4%
<b>Total</b>	<b>\$1,778,088</b>	<b>\$1,815,996</b>	<b>\$1,706,913</b>	<b>\$1,698,059</b>	<b>-6.5%</b>

\*decreases in operating are to due to the COSSAP 3-year grant ending on 9/30/2023. While the intent is to apply for this grant again, the outcome of this new grant is not yet known, so the budget does not reflect the grants continuation. If the grant is awarded these figures will be adjusted in revised FY24.

**Service and Performance Measures:**

**2021 # of Case Dispositions:**

Case Category	# of Case Dispositions	# of Hearings <sup>1</sup>
Criminal (Felony/Misdemeanor)- District Court	5,276	10,552
Criminal (Felony/Misdemeanor)- J&DR Court	766	1,532
Juvenile Delinquency (Felony/Misdemeanor)-J&DR Court	195	585
CHINS/Truancy-J&DR Court	73	219
Criminal (Felony)-Circuit Court	1,245	3,735
Criminal (Misdemeanor & Other Criminal Related)- Circuit Court	664	1,328

**Goals and Objectives:**

This past year has continued to be 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 approximately 20 jury trials being set a

<sup>1</sup> 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 for felonies and Juvenile and Domestic Relations District Court (juvenile cases only), approximately two appearances in General District Court cases, misdemeanors in Circuit, and in Adult cases in Juvenile and Domestic Relations District Court.

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 faces has increased exponentially.

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. While December statistics for 2022 have not yet been posted, statistics through November 2022 reveal a 36% increase in felony caseload from 2021 to 2022.

Our major goals and objectives include continuing to best serve the citizens of Augusta County through innovative programs that improve everyday quality of life, like Pathways and 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, investing in the training and tools our investigator needs to fully serve the office, and keeping pace with the compensation that other offices across the Commonwealth are offering in order to attract and retain qualified attorneys and staff.

**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

**20210-COMMONWEALTH ATTORNEY  
BUDGET REQUEST**

	Detail	FY23-24	FY 22-23	FY 23-24	Request	County Admin. Recommends	Difference
	Detail	FY23-24	FY 22-23	FY 23-24	Request	County Admin. Recommends	Difference
<b><u>3320 - MAINTENANCE SERVICE CONTRACTS</u></b>							
	Sungard software	640	640				
	Annual Open Fox Messenger	180	198				
	VPN Maintenance	408	408				
	Case Management Software Maint.	12,225	12,207				
	2 new requested positions	48	48				
		<u>13,501</u>	<u>13,501</u>		<u>13,501</u>	<u>13,501</u>	<u>-</u>
<b><u>5201 - POSTAL SERVICES</u></b>							
	General office mailings (this budget section was slashed two cycles back)		900	900	1,100	1,100	-
<b><u>5203 - TELEPHONE SERVICES</u></b>							
	Costs of line per month, long distance, switchboard	\$3,626	\$3,626				
	Investigator's cell phone monthly cost- \$39.99 x 12 =479.88	\$480	\$480				
	comcast internet service New 12/22	\$1,326	\$2,652				
		<u>\$5,432</u>	<u>\$6,758</u>		<u>6,800</u>	<u>6,800</u>	<u>-</u>
<b><u>5305-MOTOR VEHICLE INSURANCE</u></b>							
			1,200	556	1,200	1,200	-
<b><u>5501- TRAVEL EXPENSES</u></b>							
	Professional development for attorneys and investigator		9,533	9,533	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	\$9,533				cut 2 positions
	2 requested ATTI positions	1,732	1,732				
		<u>\$11,265</u>	<u>\$11,265</u>		<u>11,265</u>	<u>9,533</u>	<u>1,732</u>
<b><u>5801- DUES &amp; SUBSCRIPTIONS</u></b>							
	VA State Bar & Section Dues (10 attorneys)	2,970	2,970				
	Augusta Bar Association Dues (10 Att, \$30/ea)	300	300				
	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				
	Notary (1 new, \$80/ea)	45	80				
	Newsleader Subscription	96	96				
	News Virginian Subscription	50	50				
	Zoom	1,440	1,440				
	Totals for 2 ATTI requested positions	<u>1,920</u>	<u>1,920</u>		<u>11,466</u>	<u>9,546</u>	<u>1,920</u>
		<u>\$ 11,431</u>	<u>\$ 11,466</u>		<u>\$ 11,466</u>	<u>\$ 9,546</u>	<u>\$ 1,920</u>

**20210-COMMONWEALTH ATTORNEY  
BUDGET REQUEST**

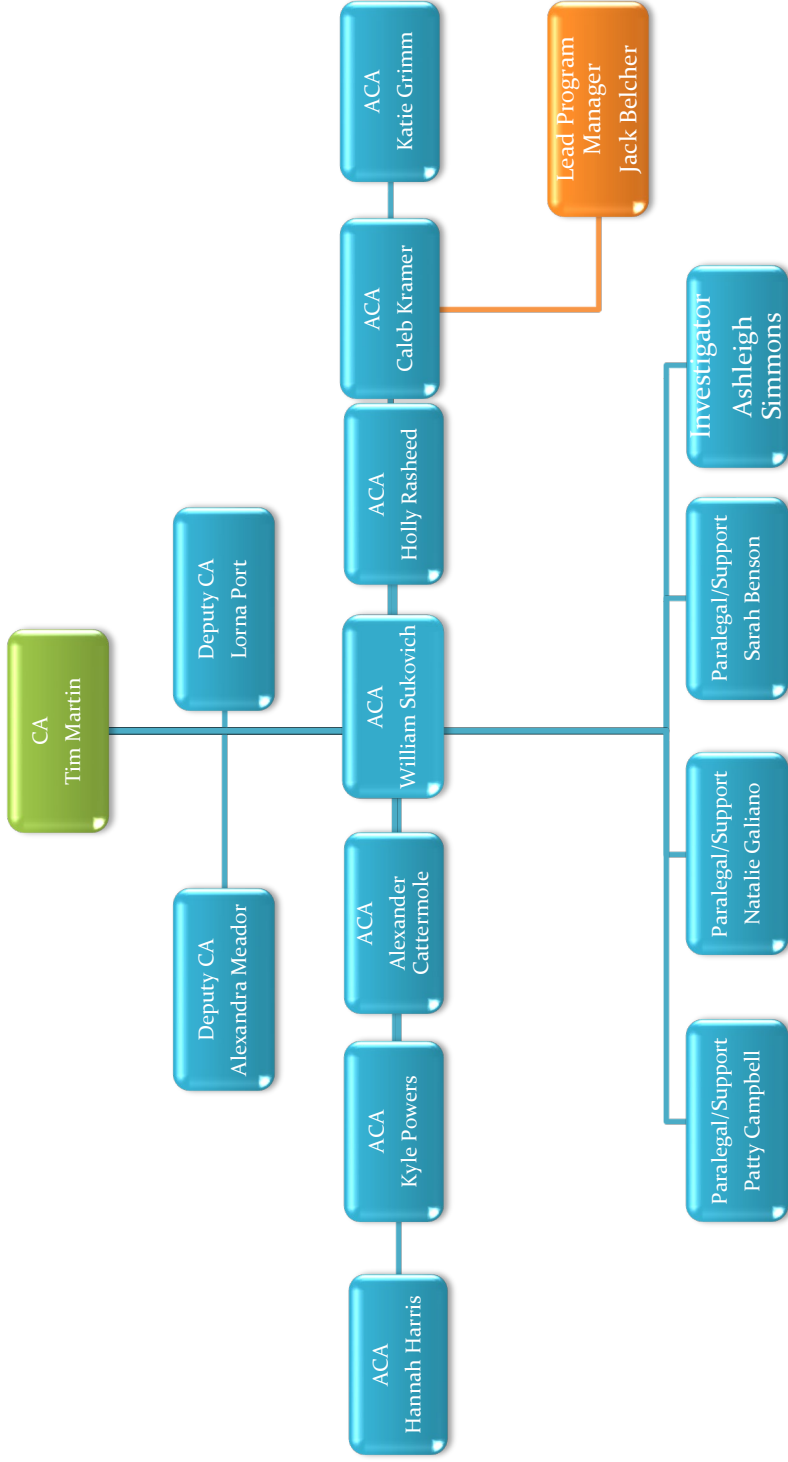
	Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
			FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6001 - OFFICE SUPPLIES</b>			\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	\$ -
\$11,000 was our budget when we had only 7 attorneys and 3 staff (Copier charges Printing-letterhead, envelopes Misc. office supplies)							
<b>6004 - Law Books</b>			\$ 7,320	\$ 7,320	\$ 8,871	\$ 8,271	\$ 600 cut 2 positions
Lexis Nexis Monthly Digital Subscription (Contract price FY24 351.75 per month)	\$ 4,221						
Code Reference Books for Court	1,720						
Law Books, West, etc.	2,000						
2 requested ATTI positions (prior to FY16 allocated to office supplies)	600						
	\$ 7,920	\$ 8,871					
<b>6008 - MOTOR VEHICLE FUEL</b>			\$ 1,500	\$ -	\$ 1,800	\$ 1,500	\$ 300 general cut
Litter control van is allocated to 6025							
<b>6009 - MOTOR VEHICLE MAINTENANCE AND SUPPLIES</b>			\$ 1,367	\$ -	\$ 3,170	\$ 1,500	\$ 1,670 general cut
Oil Changes	\$ 135						
Misc. Repairs (flat tires, batteries, water pump, etc.)	3,000						
State Inspection	20						
	\$ 3,155	\$ -					
Litter control van allocated to 6025							
<b>6017 - VICTIM/WITNESS GRANT</b>			\$ 79,000	\$ 79,000	\$ 99,624	\$ 99,624	\$ (0)
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							
<b>6018 - DOMESTIC VIOLENCE GRANT</b>			\$ 53,800	\$ 53,800	\$ 53,800	\$ 53,800	\$ -
Calendar year grant through Department of Criminal Justice Services							
Funds Domestic Violence position							
Grant revenue covers majority of position							
Staunton funds \$7,000 local match							
<b>6019 - SANE GRANT</b>			\$ 15,243	\$ 15,243	\$ 15,243	\$ 15,243	\$ -
Calendar year grant through Department of Criminal Justice Services							
Funds grant administrator, nurse training							
Grant revenue covers majority of position							

**20210-COMMONWEALTH ATTORNEY  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6025 - LITTER CONTROL PROGRAM</b>							
Motor Vehicle Fuel	\$ 1,200	\$ 1,200	\$ 4,705	\$ 4,705	\$ 400	\$ 4,755	\$ (4,355)
Set of Brakes	-	-					
Oil Changes	135	135					
New transmission	-	-					
Misc. Repairs (flat tires, batteries, water pump, etc.)	3,000	3,000					
State inspection	20	20					
Equipment replacement (gloves, pickers, first aid)	350	400					
	\$ 4,705	\$ 4,755					
<b>6026 - OPIOID GRANT-3 YEAR GRANT</b>			\$ 193,154	\$ 118,000	\$ 30,000	\$ 30,000	\$ -
							grant ends 9/30/23
<b>Requested funding for Opioid Funds</b>							
<b>8002 - FURNITURE &amp; EQUIPMENT</b>			\$ 3,303	\$ 3,303	\$ 32,775	\$ 1,000	\$ 31,775
Replacement Furniture and Equipment	\$ 1,000	\$ 1,000					cut 2 positions
County Vehicle for Our Investigator (used county vehicle)	20,000	20,000					cut vehicle
Motor vehicle insurance	600	600					
Oil Changes	180	180					
Registration	45	-					
State inspection	-	20					
Gas (est. based 12,000 miles per year at 25 mpg)	1,500	1,608					
General maintenance	1,000	1,000					
Mats	167	167					
Delivery Fee from Dealership	-	-					
2 requested ATTI positions (computers and furniture)	8,200	8,200					
	\$ 32,692	\$ 32,775					
<b>8005 - DEPRECIATION SOFTWARE</b>			\$ -	\$ -	\$ -	\$ -	\$ -
Sungard/OMNI software move to Capital							
<b>Department Total:</b>			\$ 410,837	\$ 332,872	\$ 303,015	\$ 269,373	\$ 33,642
<b>Payroll Total:</b>			\$ 1,405,159	\$ 1,374,041	\$ 1,674,071	\$ 1,428,686	\$ 245,385
<b>Grand Total:</b>			\$ 1,815,996	\$ 1,706,913	\$ 1,977,086	\$ 1,698,059	\$ 279,027

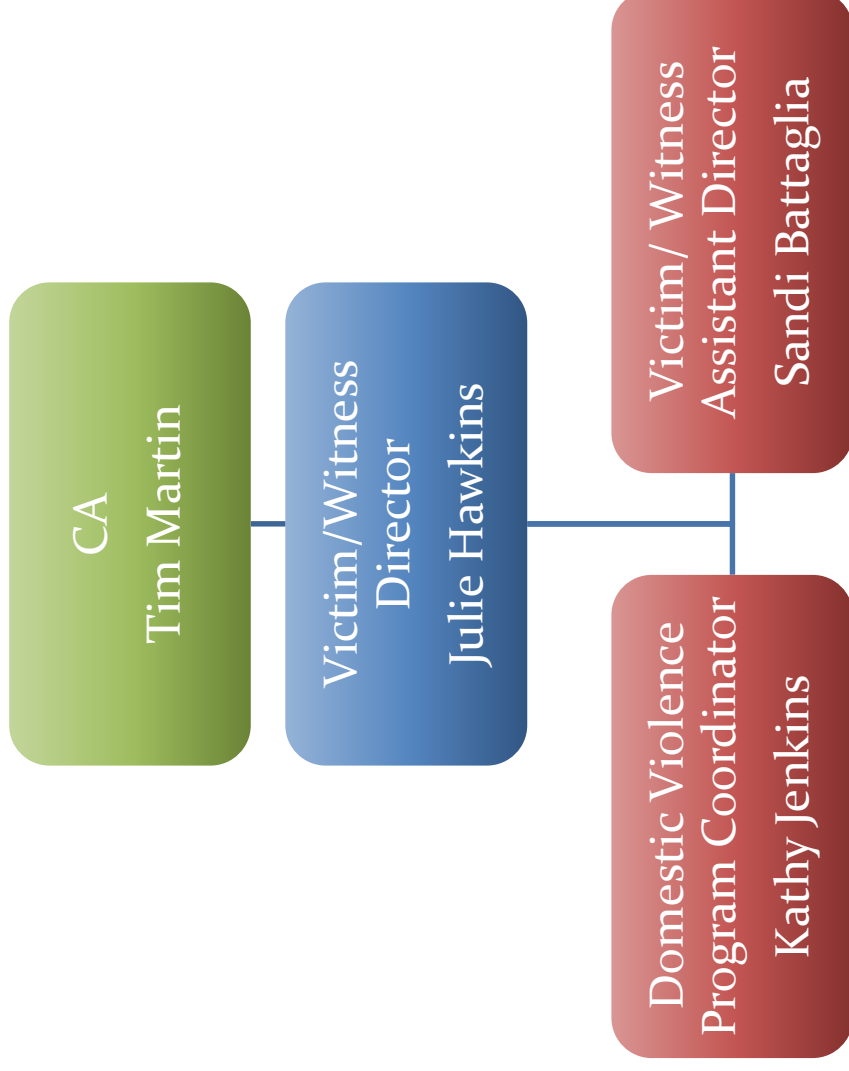


# Commonwealth's Attorney's Office



# 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.

**Augusta County  
Fiscal Year 2023-2024  
Departmental Budgets by Function  
Public Safety**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Sheriff	\$ 8,372,421	\$ 9,140,719	\$ 9,591,201	\$ 10,136,525	11%
Emergency Communication Center	1,872,967	2,277,330	2,456,261	2,741,983	20%
Fire Department	9,667,806	10,698,832	11,048,809	11,122,676	4%
Emergency Services- Volunteer	1,858,246	1,952,919	1,952,919	1,986,730	2%
Fire & EMS Training	519,852	623,159	643,969	686,052	10%
Juvenile & Domestic Relations Court	11,724	40,617	39,981	40,075	-1%
Court Services	5,135	4,436	5,552	4,800	8%
Juvenile & Probation	4,447,290	2,846,265	5,405,413	2,928,620	3%
Building Inspection*	449,061	449,106	450,887	516,680	15%
Animal Control	480,462	567,816	800,559	766,187	35%
Emergency Management	85,412	99,492	105,977	107,285	0%
<b>Total Public Safety</b>	<b>\$ 27,770,376</b>	<b>\$ 28,700,691</b>	<b>\$ 32,501,528</b>	<b>\$ 31,037,613</b>	<b>8%</b>



# 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. 2022 was another challenging year for our agency and we successfully balanced the challenges that 2022 brought us, and we are proud of our efforts and accomplishments throughout this year.

## **Department Overview:**

The Augusta County Sheriff's Office consists of 106 full-time employees. Those full-time positions consist of 95 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 that include 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 2022 calendar year these Reserve Deputies added 5,122.25 volunteer hours to the agency.

During 2022, our agency responded to 22,356 calls for service and we had 40,389 self-initiated incidents for a combined total of 62,745 incidents. We also completed 9,771 Extra Patrol requests during 2022.

## **PATROL DIVISION**

The Patrol Division is the backbone of the Department's enforcement efforts and with 42 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 2022 the Division completed 2,548 Crime Incident Reports, made 3,789 arrests and wrote 4,490 traffic summonses.

## **RESERVE DEPUTIES**

Augusta County Sheriff's Office Reserve Deputies completed initial training in 2019, and during the course of 2022, the Reserves logged 5,122.25 hours of service to the community by riding with full-time deputies and staffing community events. This is a 206.99% increase in hours from 2021. Eric Gilbert contributed the most reserve time this year, logging 749 hours in 2022.

## **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 2022, the Division screened 50,096 court complex visitors and served 4,620 total civil papers. They also completed 208 jail transports and handled 231

inmates. Additionally, the Court Security Division made 48 arrests, processed 122 individuals, and conducted 33 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 2022:

- Total states traveled: Virginia & Georgia
- Total inmates transported: 11
- Total miles: 1,632
- Total facilities: 6 Jails

Total Days in session:                      Circuit Court – 297  
    Juvenile and Domestic Relations – 297  
    General District Court – 187

\* 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 2022 the Civil Process Division served 13,433 pieces of civil process of all types. The Civil Division responded to calls for service on 1,951 occasions and backed up other deputies on 679 occasions. Additionally, the four members of the Civil Division wrote 51 reports, made 9 arrests and wrote 150 citations in 2022.

The Civil Process Division also completed 79 evictions, 41 repossessions, and 16 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 2022 had three investigators assigned. In 2022, Task Force investigators wrote 113 reports and executed 40 narcotics search warrants. Total assets seized were \$74,357 in currency and 22 firearms. Additionally, drugs with a street value of \$6,971,840.00 were seized by the Task Force in 2022.

#### INVESTIGATIONS DIVISION

The Augusta County Sheriff's Office Criminal Investigations Division is commanded by Lt. Steven Cason and consists of a Sergeant and six investigators in General Investigations. Investigators are on call for all manner of criminal investigations and in 2022, they wrote 455 initial reports and handled 684 assigned cases. Additionally, Investigators responded to or generated 959 incidents, and backed up other deputies 427 times in 2022. Investigators also wrote 66 traffic summonses and made 27 arrests in 2022.

Investigators fielded numerous interagency referrals in 2022:

Child Protective Services Referrals: 189  
Adult Protective Services Referrals: 144

#### SUPPORT SERVICES

In 2022, our agency processed 42 post-arrest DNA samples and 9 post-arrest court-ordered fingerprints. During 2022, we processed 1,783 concealed weapons permit applications and renewals. Additionally, 193 citizens were fingerprinted for employment and background checks.

## EVIDENCE

In 2022, our agency processed 1,719 items of evidence and completed quarterly and bi-annual audits of the Evidence Room. During 2022, the Evidence Custodian submitted items of evidence from 319 cases to the Department of Forensic Science for forensic examination and made 24 trips to the lab.

In 2022, we continued to lawfully dispose of evidence and property in the Sheriff's Office Evidence Room. We currently have 3,764 items of evidence on hand, down from 6,733 items of evidence on hand in 2021. This effort has been greatly aided by Mary Wood. Mary is a part-time employee who generates requests for Destruction Orders and Declinations of Prosecutions, which are the legal processes required for lawful disposal of evidence.

## DRONE TEAM

During 2022, the team had 3 deployments for search and rescue and 7 trainings events and 3 deployments involving suspect searches.

## SRO DIVISION

The Augusta County Sheriff's Office School Resource Division is commanded by Sgt. Chris Pultz. He oversees six 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 2022, the School Resource Division completed 170 crime incident reports. SRO's also handled 1,112 calls for service, backed up other deputies on 362 occasions, wrote 15 citations, and made 10 arrests in 2022.

In August 2022, our agency was awarded a grant for the Augusta County SRO Program. This grant award totals \$778,583.00. These DCJS grant funds will be utilized to hire, train, and deploy twelve new School Resource Officer positions for Augusta County Public Schools.

### 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$7,007,172	\$7,638,487	\$8,004,452	\$8,675,421	13.6%
Operating	1,365,249	1,502,232	1,586,749	1,461,104	-2.7%
<b>Total</b>	<b>\$8,372,421</b>	<b>\$9,140,719</b>	<b>\$9,591,201</b>	<b>\$10,136,525</b>	<b>10.9%</b>

\*Increase in personnel is due to the DCJS SRO grant that was awarded after the FY23 budget was finalized. The FY24 budget reflects a full year of this grant. This grant is awarded annually for up to 4 years, the County must reapply annually. Payroll also reflects a 3% COLA effective 1/1/2023. Decrease in operating is due the addition of 2 SRO's and onetime equipment costs in FY23 that are not reflected in FY24.

**Service and Performance Measures:**

<b>Item</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>
Civil Process Served	22,923	21,699	19,613	17,702	17,230
Total Crime Incident Reports	3,828	4,426	3,824	3,553	3,780
Criminal Warrants Served	4,896	2,648	2,236	2,342	5,530
Protective Orders Served	1,351			134	135
Child Protective Orders Served	351	7	16	8	9
Capias Served	1,820	1,491	1,395	1,651	1,957
Emergency Custody Orders	193	215	291	295	209
Temporary Detention Orders	226	247	304	349	264
Juvenile Detention Orders	41	30	19	45	82
Criminal Summons	411	278	221	232	177
Traffic Charges	5,809	5,929	5,015	5,157	4,752
DUI Arrests	52	61	48	62	57
Mental Health Transports W=				665	444
Extraditions				17	15

**Accomplishments:**

- TRAFFIC SAFETY ENFORCEMENT AWARDS
  - 2022 Occupant Protection Award Cpl. Shamica Spears – 100, Citations
  - 2022 DUI Enforcement Award –Sgt. Patrick Fuchs, 8 Arrests
  - 2022 Speed Enforcement Award –Cpl. Shamica Spears, 420 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	FY23-24	FY 22-23	Original	Revised	Request	County Admin. Recommendations	Difference
<b>3110 - PHYSICALS</b>								
	22-23 Revised							
	Drug testing (mandatory new hire, random current emp)	4,000		3,000	4,000	9,500	4,500	5,000
	Medical Evaluations, TB shots							general cut
<b>3202 - PROFESSIONAL SERVICES</b>								
	Medical Examiner	2,000		6,000	15,000	23,500	23,500	
	Medical Director (OMD) Scott Just	1,500						
	CIT Coordinator	11,500						
	Augusta Health N95- Mask Fitting	-						
	Interpreters	500						
	Transcripts for court	2,000						
		17,500						
<b>3205 - PROFESSIONAL SERVICES-TRANSPORT</b>								
	Used for Coroner transports-3rd party				250			
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>								
	OSSI Tech Support (Central Square)	72,509		115,000	115,000	721,444	145,604	575,840
	One Solution AVL Support							cut Axon OPS 7+ bundle
	One Solution MFR Annual Support							kept taser bundle 5 yr contract
	One Solution Client Racial Profiling-annual support							kept 5 yr interview room from axon
	ID Networks Cross Match Scan Guardian							transfer 47,742 from capital for tasers
	IA Pro/Blue Force	1,843						
	Power DMS Power Time	4,700						
	Power DMS FTO	3,500						
	Power DMS FTO	200						
	Target Solutions/ Power DMS Policy	8,100						
	DMS Wellness Power Line							
	Signal Scape MINR Interviewer annual support	1,019						
	Motorola Maintenance Support	3,800						
	RMS Server & Domain Controller	1,400						
	Carasoft Multi factor authentication-annual support	3,700						
	Guidance Software Support	1,000						
	REVCord	600						
	Avid Express Video Forensic Support	1,300						
	Cellebrite Cell Phone Forensics Suite	6,800						
	LPR Operation Costs	3,000						
	Live Scan Maintenance (\$775 x 2) in FY21	4,000						
	Technologies GPS	3,000						
	In-Car Maintenance & Repair	1,500						



**31020-SHERIFF  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Telephone Maintenance	1,050	1,050					
Leads Online Pawn Broker Transactions	5,000	5,000					
Garmin	400	400					
OpenFox Messenger Maintenance (Computer Projects o	600	600					
Comcast and ICAC	400	3,000					
AED MOU Contract with Augusta Health	3,000	3,000					
ID Networks Software/Printer Maint.	2,000	2,000					
Lexipol (Approved by BOS)	16,500	16,500					
Axon OPS 7+ solution, Fleet 3, & interview rooms(five year contract)	-	449,998					
Axon Interview Room (2) Axon over 5 years	-	12,646					
75 Taser Bundle Price(5-year contract)	-	65,700					
* items in italics are actual costs		\$ 147,221	\$ 10,000	\$ 10,000	\$ 32,500	\$ 15,000	\$ 17,500 general cut
		\$ 721,444					
<b>3321 - RADIO MAINTENANCE CONTRACT</b>							
Mobile & Portable High & Low Bands (8 Radios)	\$ 12,000	\$ 28,000					
Radio Repair	3,500	3,500					
Flexible ear inserts, lapel mic., radio kits (courts)	500	1,000					
	\$ 16,000	\$ 32,500					
<b>5201 - POSTAL SERVICES</b>							
General office mail and overnight deliveries	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
<b>5203 - TELEPHONE SERVICES</b>							
Office Telephones	\$ 13,000	\$ 13,000					
Switchboard	718	750					
Verizon	15,038	21,000					
Replacement Portable Telephone - Dispatch	-	-					
Cellular Telephones	42,535	49,800					
Cell phones x 2 SRO's-New FY23	1,200	7,500					
Cradle Points	32,000	-					
Jetpack hotspots	3,240	3,300					
Air cards for current MDT's (65)	28,400	36,400					
	\$ 136,131	\$ 131,750					
	\$ 61,500	\$ 61,500	\$ 61,500	\$ 63,680	\$ 65,000	\$ 65,000	\$ -
<b>5305 - MOTOR VEHICLE INSURANCE</b>							
\$600 per vehicle plus trailers, etc.		65,000		actual			

**31020-SHERIFF  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5501 - TRAVEL &amp; TRAINING</b>							
LA SWAT	\$ -	\$ 14,000	\$ 49,000	\$ 49,000	\$ 81,200	\$ 55,000	\$ 26,200 general cut
SRO Specialized Training	4,000	4,000					
Computer Forensic Training	6,000	6,000					
OSSI Conference & Training	3,500	3,500					
Narcotics Officer Training	6,000	6,000					
Virginia Crime Prevention Conference	1,000	1,000					
Accreditation Conference Training	1,500	1,500					
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	10,000	10,000					
Advanced - Specialized Training for Patrol	6,000	6,000					
Cellebrite Forensic Training	5,200	6,500					
Police Fleet Expo WI (2)	1,500	1,500					
VALEAC Host for 50 people/quarter. Accreditation Trng.	1,000	3,000					
Warrant Service Unit Specialized Training	1,000	1,000					
Sungard One Solution Training	1,000	1,000					
Chaplain Recertification & Training (2)	1,500	2,000					
	\$58,900	\$ 81,200	\$ 20,000	\$ 25,000	\$ 25,235	\$ 20,000	\$ 5,235 general cut
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
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	250					
Virginia Crime Prevention Association	1,200	1,200					
VALEAC Membership Dues	100	250					
VALEAC Recertification (4 years)	4,000	4,000					
VA Police K9 Association	250	250					
National Police Canine Assoc.	600	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					

**31020-SHERIFF  
BUDGET REQUEST**

	Detail	Detail	FY23-24	FY 22-23	FY 22-23	FY 23-24	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 22-23	FY 23-24		FY 23-24	
Skyline Taskforce	3,000	3,000							
Comcast/Middle of NoWhere Internet	102	-							
Personal Intern	1,200	1,200							
Whooster	25,037	25,235							
	\$	\$							
<b>6001 - OFFICE SUPPLIES</b>			\$ 38,000	\$ 38,000	\$ 38,000	\$ 57,400	\$ 40,000	\$ 17,400	general cut
Traffic Summons Paper	\$ 2,000	\$ 2,000							
School Resource Audio/Visual Aides	2,000	4,000							
Awards Program	7,000	10,000							
Record Clerks Supplies	2,000	2,000							
Paper and Custom Printing	2,200	6,000							
Toner for Printers & Copiers	21,500	21,500							
Pens, Pencils, Files, Notepads, etc.	7,200	7,200							
Stationery	2,000	2,000							
Rugs in lobbies	2,700	2,700							
	\$ 48,600	\$ 57,400							
<b>6005 CRIME PREVENTION SUPPLIES</b>			\$ 17,500	\$ 17,500	\$ 17,500	\$ 22,000	\$ 17,500	\$ 4,500	general cut
Educational Materials	\$ 10,000	\$ 10,000							
Handouts for Public Events	4,000	4,000							
National Night Out/Kids Matter Day/Child ID	1,000	1,000							
Business & Neighborhood Watch Materials	6,000	6,000							
Program Supplies	1,000	1,000							
	\$ 22,000	\$ 22,000							
<b>6008 - MOTOR VEHICLE FUEL</b>			\$ 284,000	\$ 320,000	\$ 320,000	\$ 380,000	\$ 300,000	\$ 80,000	general cut
For fleet	\$ 300,000	\$ 380,000							
5 additional vehicles & \$3500 per year									
<b>6009 - MOTOR VEHICLE MAINTENANCE &amp; SUPPLIES</b>			\$ 180,000	\$ 200,000	\$ 200,000	\$ 300,000	\$ 170,000	\$ 130,000	general cut
For fleet	\$ 245,000	\$ 300,000							
<b>6010 - POLICE SUPPLIES</b>			\$ 65,000	\$ 65,000	\$ 65,000	\$ 114,850	\$ 65,000	\$ 49,850	general cut
Tow Bills	\$ 9,000	\$ 9,000							
Infection Control Gloves, Bags, etc	8,000	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	2,000	2,000							
									cut taser cartridges d/t adding 5 yr contract to 3320

**31020-SHERIFF  
BUDGET REQUEST**

	<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
			FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Taser X-26 Batteries & Cartridges	8,000	25,000					
Alco Sensor Tubes	500	500					
Road Flares & Cones	4,000	4,000					
Restraints, OC Spray, Etc	6,000	6,000					
Transport belt restraints w/handcuffs & leg irons	4,000	8,000					
Project Lifesaver	4,600	4,600					
Bluetooth devices	3,000	3,000					
Taser Replacement & holsters	2,000	2,000					
Surveillance Camera's/Equip. Trail Cams	3,000	3,000					
Digital Camera parts & repairs	2,000	2,000					
Xhaustr Vehicle disabling kit	4,000	-					
Bola Wrap Remote Restraint	-	20,000					
Court Hand Held Metal Detector (Garrett)	250	250					
Evidence Room Supplies	3,000	3,000					
Batteries	2,500	2,500					
Nikon Camera Kit for Patrol	3,000	3,000					
	\$ 77,850	\$ 114,850					
			\$ 87,800	\$ 87,800	\$ 171,200	\$ 95,000	\$ 76,200
<b>6011 - WEARING APPAREL - UNIFORMS</b>							general cut
Uniform Division	40,000	100,000					
Bullet Proof Vests	28,500	45,700					
Investigators	6,000	6,000					
School Resource Officers	3,000	5,000					
Shirts - Dispatchers & Secretaries	1,500	2,000					
Crisis Negotiators Weather Gear	500	1,500					
Narcotics Unit	2,500	2,000					
Traffic Vests & Gloves	1,500	1,500					
SWAT Vests	6,000	6,000					
2 new SRO uniforms FY23	2,800	-					
Uniforms, boots & clothing for Warrant Service Unit	1,000	1,500					
	\$ 93,300	\$ 171,200					
			\$ 37,700	\$ 37,700	\$ 51,100	\$ 37,700	\$ 13,400
<b>6012 - RADAR EQUIPMENT</b>							general cut
Radar New	16,800	16,800					
Units (6) \$2800	9,300	9,300					
Stalker Radar DX2 \$3,100	25,000	25,000					
Radar Unit Repair & Calibration	51,100	51,100					

**31020-SHERIFF  
BUDGET REQUEST**

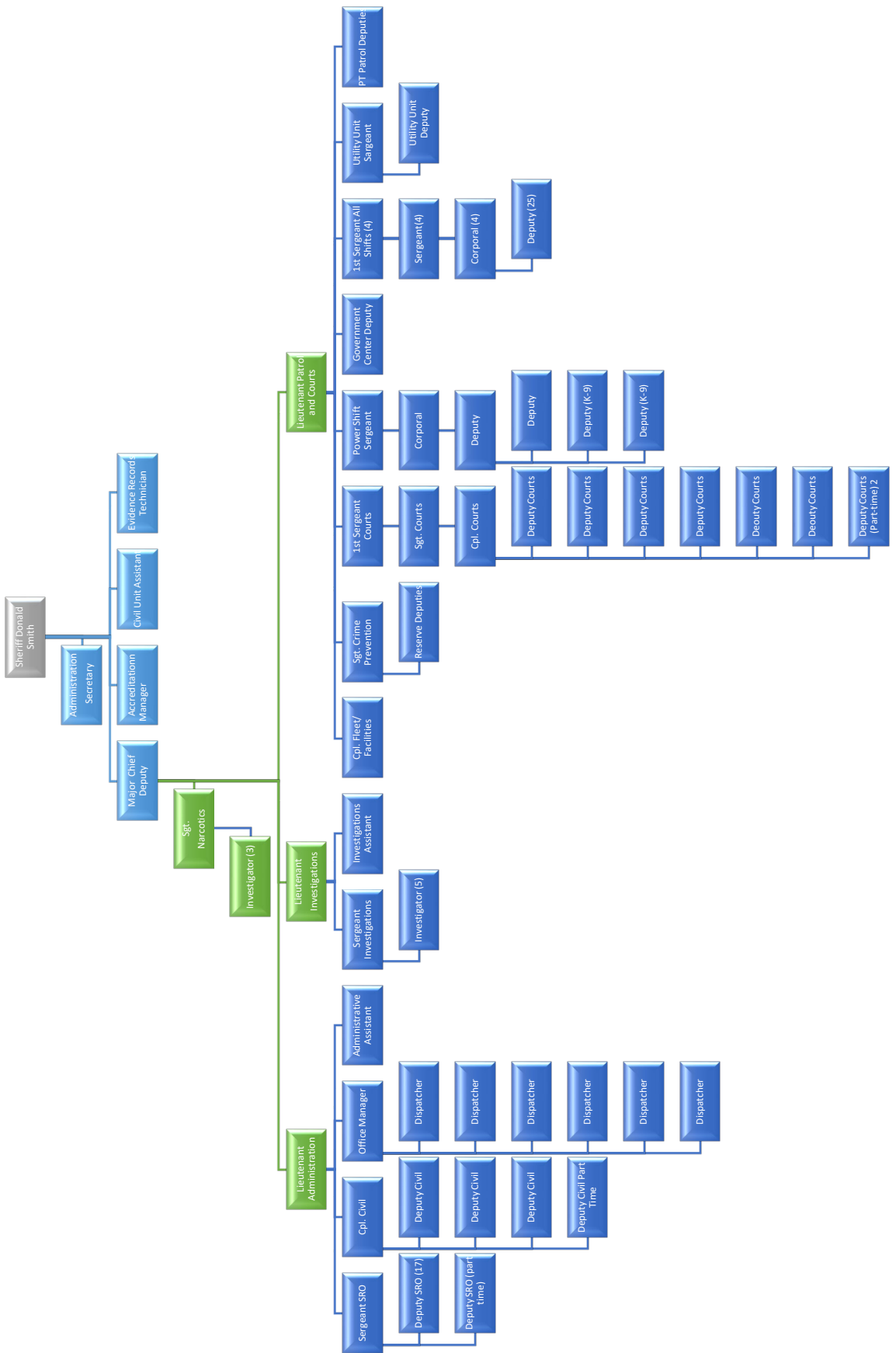
	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>6013 - AMMO RANGE SUPPLIES</u></b>							
Ammo	\$	40,000 \$	55,000 \$	55,000 \$	84,500 \$	55,000 \$	29,500 general cut
Instructor Education		2,000					
Optics		3,000					
Shooter Training/Supplies		2,000					
Weapons Replacement		5,000					
Range Supplies		2,000					
Weapons Maintenance		1,000					
UTM		11,000					
	\$	66,000 \$	84,500 \$				
<b><u>6014 - K-9 UNIT</u></b>							
Dog Food & Supplements	\$	10,000 \$	10,000 \$	21,500 \$	49,000 \$	21,500 \$	27,500 cut training & insert
K-9 & Handler Equipment		4,000	4,000				
Vet Care & Boarding		4,000	4,000				
Canine Replacement through Depreciation		7,500	7,500				
K9 Kennel Insert		-	9,500				
K9 handler training		-	14,000				
	\$	25,500 \$	49,000 \$				
<b><u>6016 - TACTICAL UNIT EXPENSES</u></b>							
Ammo	\$	25,000 \$	38,000 \$	56,000 \$	80,800 \$	56,000 \$	24,800 general cut
Launcher & Less Than Lethal Gas		4,000	10,000				
Training - Instructor Schools & Explosives		15,000	15,000				
Sniper Rifle Upgrades		6,000	6,000				
Ultimate Training Munitions (Simulator)		7,000	8,000				
Night Vision Yearly Rental		1,800	1,800				
Ballistic Helmets (asking for 3 this year)		6,000	-				
Crisis Negotiator Communication Upgrade		-	2,000				
	\$	64,800 \$	80,800 \$				
<b><u>6018 - PUBLIC SAFETY GRANTS</u></b>							
JAG Grant	\$	15,958 \$	-	5,000 \$	5,000 \$	5,000 \$	-
CESF DCJS 9894-Remote computer access (ends 12/31/2		629		16,587 \$			
	\$	16,587 \$	-				

**31020-SHERIFF  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>7002 - CENTRAL SHEN. CRIMINAL JUSTICE CENT.</u></b>							
	\$	57,500 \$	63,000	\$	66,300 \$	71,800 \$	71,800 \$
Membership @ \$620 per Officer (92)		7,500	7,500				
Membership @ \$620 per Officer (12 PT)		1,300	1,300				
Membership @ \$620 per officer (15 Reserve)		66,300 \$	71,800				
<b><u>8001 - EQUIPMENT - COMPUTER</u></b>							
Computer Hardware & Software	\$	8,000 \$	1,000	\$	58,000 \$	97,000 \$	48,000 \$
Net Motion Software for current MDT's		6,500	6,500				
Advanced Authentication		4,000	4,000				
DVDs		1,000	1,000				
MDT (3 New MDTs)		9,000	52,000				
Drivers License Readers		25,000	25,000				
Printers & printing equipment (15 MDTs)		24,000	-				
LPR and mounting equipment (plate readers)		20,000	-				
LPR repair & upgrades		2,500	2,500				
Drone Equipment		6,000	5,000				
	\$	106,000 \$	97,000	\$	156,482 \$	277,500 \$	40,000 \$
<b><u>8002 - FURNITURE &amp; EQUIPMENT</u></b>							
one time equipment for 2 SRO's	\$	382 \$	-	\$	156,482 \$	277,500 \$	40,000 \$
misc equipment SRO's		110,000	-				
Vehicle and equipment		20,000	-				
MDT		10,000	-				
Portable Radio		3,000	-				
Rifle w/ optics		1,600	-				
firearm		2,400	-				
Armored Vest		1,100	-				
Stop sticks		1,000	40,000				
Police Equipment Storage Box		3,800	127,500				
Mobile Radio (\$8,500 each) 15 total		3,000	10,000				
Replacement Office Chairs & Sheriff's chairs (revised FY2		-	100,000				
2 Motorcycle Units and Equipment		156,282 \$	277,500				
	\$	156,282 \$	277,500	\$	156,482 \$	277,500 \$	40,000 \$
							237,500
							cut motorcycles
							cut storage boxes
							general cut
<b>Department Total: \$ 1,502,232 \$ 1,586,749 \$ 2,857,279 \$ 1,461,104 \$ 1,396,175</b>							
<b>Payroll Total: \$ 7,638,487 \$ 8,004,452 \$ 10,837,083 \$ 8,675,421 \$ 2,161,662</b>							
<b>Grand Total: \$ 9,140,719 \$ 9,591,201 \$ 13,694,362 \$ 10,136,525 \$ 3,557,837</b>							

\*797,171 of personnel are grant funded \*Cut all personnel requests

# Sheriff's Department Organizational Chart



# Augusta County Emergency Communications

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

The operational component for Augusta ECC consists of various levels of Public Safety Communications Officers. These levels consist of both full and part-time Officer I, II and III, Seniors, Supervisors and a Training Coordinator. In addition, there is an Operations Manager and the ECC Director that complete the career development tier.

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

## Mission

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

## Department Overview

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

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

Augusta County Emergency Communications is managed by a director and an operations manager. The Center is staffed 24 hours a day and 365 days a year. The communicators 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 118,768 calls yearly. Each person on staff is trained in CPR, Emergency Medical Dispatch, VGIN operations, TIMS, NIMS and also possesses a wide array of computer and multi-tasking skills. The communicators have also completed a Department of Criminal Justice (DCJS) basic communications officer course for telecommunicators at the Central Shenandoah Criminal Justice Training Academy.

## Budget Summary

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$1,188,638	\$1,519,092	\$1,697,067	\$1,962,618	29.2%
Operating	680,129	754,038	759,994	779,365	2.8%
<b>Total</b>	<b>\$1,872,967</b>	<b>\$2,277,330</b>	<b>\$2,456,261</b>	<b>\$2,741,983</b>	<b>20.4%</b>

\*Changes in personnel are due to a pay and class change that was approved by the Board of Supervisors after the FY23 budget was approved. All changes are reflected in the FY23 revised.. Changes in operating are due to increases in telephone costs and maintenance service contracts.



**Department Projects**

- Regional Radio Project in progress to enhance the radio communications between Augusta County, Waynesboro City and Staunton City with the use of a P25 digital platform
- ECC will be conducting a 911 phone hardware refresh of the VESTA system
- Upgrade of the audio voice recorder for the purpose of improving playback features for staff
- Dispatch center and office space expansion for ECC to create a more versatile work environment for staff
- Implementing an improved patient triage program during call taking with the use of a call criteria-based dispatch program
- Continuing to prepare for the Next Generation 9-1-1 and ESINET Integration
- Implementing a CAD to CAD system to simplify dispatch procedures and assist with integration strategies between Augusta County, Waynesboro City and Staunton City
- Continue to partner with Augusta County Public Schools and Valley Career & Technical Center to aid in education of public safety dispatching
- Continued staff training and initiate full staffing within the center

**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 2022 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 2024 with retaining staff and training new public safety communicators to reduce its dependence on overtime and improve the cost efficiency of its operations.

	<b>FY2019-2020 Actual</b>	<b>FY2020-2021 Actual</b>	<b>FY2021-2022 Actual</b>
Total calls for service: Fire	7,721	7,838	
Total calls for service: Rescue	11,710	12,193	
Total calls for service: Law Enforcement	68,384	72,312	60,391
Emergency medical dispatch calls	381	314	310
Processing incidents	109,285	114,251	112,336
Processing calls for service (call taking)	132,674	131,545	118,768
Work performance: time call received until finished	1:48	1:41	1:45
Total calls for Alarms	1468	1,573	1,764

**Contact Information:**

Amanda G. Irvine, Operations Manager

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 18 Government Center Lane  
 P.O. Box 590  
 Verona, VA 24482

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

**E-mails:** [airvine@co.augusta.va.us.us](mailto:airvine@co.augusta.va.us.us)

**31040-EMERGENCY COMMUNICATIONS CENTER  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
			\$	\$	\$	\$
<b>3110 - CONTRACTUAL PROFESSIONAL SERVICES</b>			4,200	4,200	4,200	-
Operational Medical Director \$350 per month		4,200				
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>			290,000	317,200	290,000	27,200
Dixtapephone - Blue Ridge Voice Data (5 yrs Maint.) 2017	2,126	2,200				general cut
Central Square- SQL - CAD Software	58,450	68,450				
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	4,396	5,300				
Medical Priority cardset and updates	1,000	1,000				
Barricuda / HP Server Maintenance	7,205	7,800				
File Maker Maintenance	900	1,200				
PageGate Inc- Alpha paging	400	550				
SHI International	18,739	6,500				
Clear Communications- Misc Maintenance cost -	3,500	5,500				
Maintenance Contract Copier - SVOE / Leaf	2,000	2,000				
	\$ 315,423	\$ 317,207				
<b>5100 - UTILITIES SERVICES (TOWER SITES)</b>			11,500	11,500	9,500	2,000
Dominion Electric Acct # 2179422544 Massanutten Mtn	3,000	3,000				general cut
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				
<b>5201 - POSTAL SERVICES</b>			715	715	715	-
Postal Mailings and Alarm Billings	715	-				
<b>5203 - TELEPHONE SERVICES</b>			275,000	402,000	290,000	112,000
Century Link Maintenance 2P478700	66,793	68,793				cut power phone
Verizon (Hardware, CPE and Equipment) Acct#000012246174 21	80,178	98,035				general cut
Verizon Maintenance Agreement Yearly Acct#000012246174 21	16,965	16,965				
Intrado TXT2911 1X-\$3250. Recurring \$6245	6,245	6,245				
Verizon Radio Circuits Acct#000015174011 52/650.033.005.0001.08	4,368	6,516				
Verizon Wireless 9833637084	-	-				
Verizon Wireless Acct# 9814223687 /252.373.680.0001.36	2,330	2,330				
Verizon Wireless Acct#642173722-00001 Command Bus lines	900	900				
Verizon 000982294836 19Y (EOC lines)	1,800	1,800				

**31040-EMERGENCY COMMUNICATIONS CENTER  
BUDGET REQUEST**

Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
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22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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Verizon Wireless Cradlepoint Command Bus #9816261398	2,100	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	9,975	10,000				
Verizon South Acct# 000130627975 12Y/ 951.668.138.0001.31	6,892	7,800				
Verizon 000130633673 49Y 540-433-5908	-	-				
Verizon Centrax Lines Acct #000012246170 09 Mt Solon #44.DHDA276648.VA	21,123	24,545				
AT&T Long Distance 054 285 2600 001 (943-1315)	850	850				
MGW Deerfield T-1 Service (375.00 T1) Acct#00000000059&...568&02354	15,750	-				
Shentel Mt Solon T-1 Service North River Acct#0000002053&...02059ECC (Fire) 0000145561	17,025	17,025				
New Hope Acct #00000001577	4,300	4,300				
NTelos / Lumos / Med Channels Acct#102040481,100900238,101637972	15,000	15,000				
Mobil Satellite Tech./Phone Service Acct# 356015	4,107	4,500				
Satellite Service/ Direct TV Acct# 037981308 Command Vehicle	1,500	1,500				
Reverse 9-1-1 Updates Acct#0000987865880 73	395	395				
Treasurer of Va Acct# T262096 & 3015	400	400				
Dispatcher Headsets and accessories	4,500	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	3,000	3,000				
AT & T First Net Acct# 58411606	1,460	1,460				
Carolina Digital Phone / Switchboard	2,000	2,000				
Mackay Communications	490	500				
Advance Telephone	2,500	2,500				
PowerPhone Total Response	90,585	90,585				
	\$ 300,646	\$ 402,244				

**5305 - MOTOR VEHICLE INSURANCE**

Vehicle - \$ 620.00 Inland Marine \$307,009 /100 * .08=\$245	\$ 1,400	\$ -	\$ 1,400	\$ 1,400	\$ 1,400	\$ -
<b>Mileage 6107</b> 2006 Freightliner						

**5400 - COMMUNICATIONS SITE LEASE**

WVPT Elliotts Knob Yearly Lease (11,274/yr)	\$ 20,000	\$ 11,275	\$ 148,251	\$ 152,745	\$ 152,745	\$ -
Wintergreen site (Homeowners Lease) \$2047 Monthly (24,559/yr)	18,876	24,559				
Nelson County Tower Lease (2,800/yr)	2,500	2,800				

**31040-EMERGENCY COMMUNICATIONS CENTER  
BUDGET REQUEST**

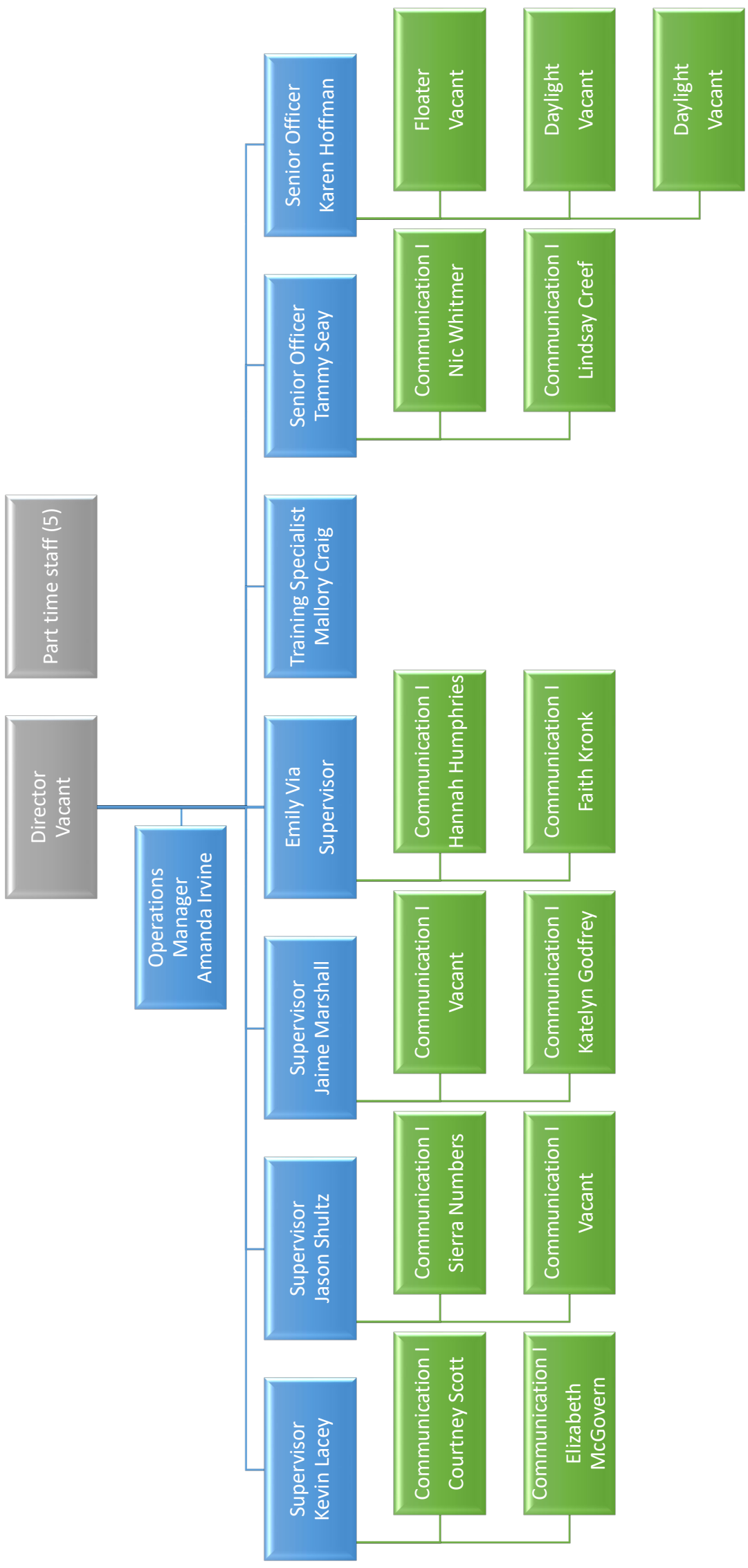
	Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Massanutten Site - Great Eastern \$ 1150 Monthly (13,800/yr)	13,800	13,800					
Troxell Site \$3923 Monthly (47,076/yr)	43,075	47,076					
Deerfield Site \$ 4438 Monthly (53,235/yr)	50,000	53,235					
	\$ 148,251	\$ 152,745					
<b>5501 - TRAVEL EXPENSES</b>			\$ 3,200	\$ 3,200	\$ 3,800	\$ 3,200	\$ 600
<b>Current 3,000 grant awarded for training FY23 &amp; FY24</b>							general cut
Travel and Training Staff of 20 Employees	\$ 1,000	\$ 1,000					
OSSI and APCO Conference	2,000	2,000					
CPR Recertification Fees	800	500					
Academy Fees	300	300					
	\$ 4,100	\$ 3,800					
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>			\$ 1,272	\$ 2,252	\$ 2,555	\$ 2,555	\$ -
Membership Fees APCO \$345 for 3 members	\$ 345	\$ 400					
Membership Fees NENA for (3) staff	237	240					
Membership Fees ENP / CTO	300	300					
Membership Fees Central Square	50	50					
Membership-Zoom	240	240					
Membership Fees VA Dept Emergency Management	100	100					
Virtual Academy - Online Training Platform \$49 per person	980	1,225					
	\$ 2,252	\$ 2,555					
<b>6001 - OFFICE SUPPLIES</b>			\$ 7,500	\$ 7,500	\$ 8,000	\$ 8,000	\$ -
Printer Cartridges / Copier	\$ 3,500	\$ -					
Paper	750	-					
Miscellaneous - PPE, Sanitizer	3,000	-					
Shred It	280	-					
Medical Supplies for office and command vehicle	425	-					
	\$ 7,955	\$ -					
<b>6007 - MAINTENANCE SUPPLIES</b>			\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Routine Maintenance (radios, batteries etc.)	\$ 2,000	\$ -					
Radios are out of warranty - Maintenance costs							
<b>6008 - VEHICLE &amp; POWER EQUIPMENT FUEL</b>			\$ 300	\$ 300	\$ 300	\$ 300	\$ -
Unit # 1200 VA Lic/131-535L Mobile Command Unit	\$ 300	\$ -					
Mileage 6060 2006 Freightliner (over 15 years old)	700	-					
Explorer (requested take home vehicle) - fuel	1,000	-					

**311040-EMERGENCY COMMUNICATIONS CENTER  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
			FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6009 - TRANSPORTATION - VEHICLES</b>							
Routine Maintenance & State Inspection Mobile Command Unit Explorer - Maintenance							
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
			\$ 700	\$ 700	\$ 700	\$ 350	\$ 350
	\$ 350	-					
	350	-					
	\$ 700	-					
<b>6011 - WEARING APPAREL</b>							
Clothing Allowance							
	\$ 3,000	-	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,000	\$ 500 general cut
<b>6013 - EDUCATION &amp; TRAINING MATERIALS</b>							
Materials for Educating the Public and Students							
	\$ 1,200	-	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	-
<b>7002 - C.S.C.J.T.C. - ASSESSMENT</b>							
Academy Fees \$ 620.00 per person Current Staff 20							
	\$ 6,200	-	\$ 6,200	\$ 6,200	\$ 12,400	\$ 12,400	-
	-	-					
	\$ 6,200	-					
<b>8001 - EQUIPMENT</b>							
New Cradle Point Hardware in Command Bus							
	\$ 3,500	-	\$ 3,500	\$ 3,500	\$ -	\$ -	-
	\$ 3,500	-					
<b>8002 - FURNITURE &amp; FIXTURES</b>							
	\$ -	-	\$ -	\$ -	\$ -	\$ -	-
	-	-					
	-	-					
	\$ -	-					
<b>Department Total:</b>			\$ 758,238	\$ 759,194	\$ 922,015	\$ 779,365	\$ 142,650
<b>Payroll Total:</b>			\$ 1,519,092	\$ 1,697,067	\$ 2,055,817	\$ 1,962,618	\$ 93,199
<b>Grand Total:</b>			\$ 2,277,330	\$ 2,456,261	\$ 2,977,832	\$ 2,741,983	\$ 235,849

\*cut personnel request new FTE

# Emergency Communications Center Organizational Chart



# **Fire-Rescue**

## **(Career, Volunteer, Training)**

### **Mission:**

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

### **Department Overview:**

2022 was a good year and we worked together to combat any challenges we faced. We lost 23 personnel; two retired, one left for medical reasons, seven for disciplinary or not meeting JPR, seven left the service all-together, two moved out of state and five went to other fire rescue departments. The department has hired 43 personnel since January 2022, which included the 15 additional staff. We continued to lose personnel, causing forced overtime and increased overtime costs. Our personnel again stepped up and provided the service to our citizens. Fifteen recruits graduated from our regional fire academies in 2022 and the majority of them are working in the field as released providers.

We will continue working to address turnover and ways to reduce the turnover rate. Our recruitment and retention efforts will continue along with collaborating with County Administration and the Board for those programs. The department appreciates Administration and the Board for providing pay increases in 2022 to make our salaries competitive with our neighboring jurisdictions. We have accomplished a good deal in 2022 and have developed goals and objectives for 2023 to make ACFR even stronger.

### **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.
- Keep open lines of communication, coordination and follow-up with volunteer leadership.
- Continue to 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 volunteers and employees.
- Continue marketing the organization to both the public and future fire and EMS providers.
- Continue our recognition program for both career and volunteers.
- Continue to play an active role in researching and applying for grants to help cover budget shortfalls.
- Streamline our recordkeeping software; currently using Target Solutions, which keeps up with OSHA Compliance, EMS Regulations, new hires, Federal Laws, and HIPPA.
- Change and streamline paperwork for volunteer funding.

- Implement ESO as our countywide reporting software and recordkeeping.
- Finalize the joint accident review committee for all countywide agencies.
- 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.
- 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 the need to implement 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 a Health and 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.
- Advance 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 monitors/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 evaluate equipment because of new technology; work collectively to standardize equipment for cost efficiency.
- Continue working toward having one set of operational guidelines for both career and volunteer.

### 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 limited fire training provided for volunteer or career staff beyond entry-level courses.
- Add an additional ALS trainer to the Training Division staff and develop 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 collaborate 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 a pool of new candidates within ACFR.

### Budget Summary:

#### Career Budget 32010:

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$8,802,417	\$9,651,645	\$9,848,122	\$9,999,272	3.6%
Operating	865,389	1,047,187	1,200,687	1,123,404	7.3%
<b>Total</b>	<b>\$9,667,806</b>	<b>\$10,698,832</b>	<b>\$11,048,809</b>	<b>\$11,122,676</b>	<b>4.0%</b>

\*Increases in operating are due to increased costs for various goods and services. Increase in personnel is due to a 3% COLA increase effective 1/1/2023.

#### Volunteer Budget 32020:

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$1,858,246	\$1,952,919	\$1,952,919	\$1,986,730	1.7%

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

**Training Budget 32030:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$361,016	\$412,314	\$417,124	\$458,298	11.2%
Operating	158,836	210,845	226,845	227,754	8.0%
<b>Total</b>	<b>\$519,852</b>	<b>\$623,159</b>	<b>\$643,969</b>	<b>\$686,052</b>	<b>10.1%</b>

\*Increase in personnel is related to an increase in the part time budget as requested. Increase in operating is due to an increase in recognition and training expenses.

**Service and Performance Measures:**

Item	Calendar Year 2022 Actual
Fire Department Emergency Dispatches	8,454
Rescue Squad Emergency Dispatches	14,486
Calls Turned Over to Next Due Agencies	1,129
Volunteer Personnel	632
Career Personnel	125

**Accomplishments:**

- EMS Provider Program continues to be successful.
- Completed several successful Recruit Academies.
- Employee recognition program implemented.
- Training Center site plan nearing completion.
- Countywide alerting (IAM Responding/Active 911) for notification with ECC.
- Began combining career and volunteer operational policy and procedures.
- Worked with Administration on a marketing campaign to address recruiting.
- Improved communications with volunteer leadership.
- The Chief, Deputy Chiefs and Volunteer Coordinator met with leadership on a regular basis and attended volunteer meetings and events.
- Worked to bring volunteer and career together as one system.
- Increased part-time pay rate.
- Worked with school resources to reach high school students to gain interest in Fire-Rescue field.
- Provided recognition to volunteer and career for the service they provide.
- Ordered new PL Custom ambulance.
- Completed RFP for new Squad 10.
- Starting the Strategic planning process.
- Finalized full MSA G1 SCBA conversion countywide.
- Re-focused mandatory training for ACFR to begin early 2023.

**Contact Information:**

Greg Schacht, Chief

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Verona, VA 24482

**Phone:** (540) 245-5624; **Fax:** (540) 245-5356

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

	Detail	Detail	Original	Revised	Request	County Admin- Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3110 - PHYSICALS</b>							
Yearly required physicals (\$1100 each) (est. 10 without Co. insurance)							
Turnover (25 employees)	\$ 5,200	\$ 11,000					
Drug Alcohol Random Testing - \$300/month	9,750	27,500					
Part Time/ACFR Inc. - Respiratory fit & quantify computerized system (\$45 x 50)	3,600	3,600					
	2,080	2,250					
	\$ 20,630	\$ 44,350					
			\$ 20,630	\$ 20,630	\$ 44,350	\$ 28,000	\$ 16,350
							general cut
<b>3120 - PROFESSIONAL SERVICES OMD</b>							
Per Contract with Dr. Just and Dr. Brand(new 2021)	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ -
<b>3310 - REPAIRS &amp; MAINT - CONTRACTUAL</b>							
Rescue Tool(s) PM - \$5000 + \$1800	\$ 6,800	\$ 6,800	\$64,668	\$ 64,668	\$ 68,248	\$ 68,248	\$ -
Boyers 72 Degrees - HVAC - All Stations	2,830	2,830					
Pump Testing	3,200	2,480					
PM - DO/EMSS	2,250	2,500					
PM - Ambulances	11,000	13,750					
PM - Fire Apparatus	26,000	26,000					
Air Analysis - \$415	500	500					
Multitech Gateway Verizon Modems (12* \$299)	3,588	3,588					
Aerial Testing - \$800 EA	2,000	1,600					
Hose testing & Ladder Testing (Waterway) - (Career Engines)	6,500	8,200					
	\$ 57,868	\$ 68,248					
			\$ 103,914	\$ 103,914	\$ 149,195	\$ 125,000	\$ 24,195
							general cut
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>							
Ply/movement (Air Specialist) PM - \$2,200	\$ 2,500	\$ 2,500					
Hawk Security (RVFD Alarm) - \$300	300	400					
Intranet/Scheduling	15,000	15,000					
Overhead Door Maintenance - \$4,000	4,000	4,500					
Duct Medic HVAC Duct cleaning Bi-Annually/Air Sampling	6,240	7,000					
Dodson (Pest Control) - \$6240	3,168	4,200					
Medical Waste Removal - Career Stations (4)	34,610	38,980					
Stryker Medical Equipment Maintenance and Service Plan (Lifepak, Lucas)	15,696	18,583					
Stryker ProCare Maintenance, Service Plan (Patient Handling)	1,450	2,000					
Water Separator (RVFD) Annual cleaning - Safety Klean - \$2,000	20,000	25,000					
Cintas (Reusable items at multiple locations)	250	400					
Power Connection (R16 Generator) - \$220	3,600	4,800					
RL Meadows - Security System Annual Maintenance	2,484	2,376					
SVOE - Copiers (Co 10 & 11 \$30/month, R 16 & Co 25 \$69/month)	936	1,116					
C&S Disposal - R16	60	60					
Waynes Oxygen - Co 10	-	1,605					
Roberts Oxygen - Career Stations	2,640	2,800					
AVL Server Host License - \$2640	600	600					
AVL MCT Client License - \$600	2,380	3,275					
Zoll Z Vent Preventative Maintenance	\$ 103,914	\$ 149,195					
	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ 750	\$ -
<b>5201 - POSTAL SERVICES</b>							
All mailings of department and Officers Association	\$ 10,000	\$ 10,400	\$ 30,630	\$ 30,630	\$ 31,590	\$ 31,590	\$ -
<b>5203 - TELEPHONE SERVICES</b>							
Office Phones/lines	5,000	5,100					
Cell Phones/lines							

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
AVL Services	12,600	13,200					
Data Services	2,680	2,640					
Phone Cases and misc	350	250					
	\$ 30,630	\$ 31,590					
<b>5505 - MOTOR VEHICLE INSURANCE</b>	\$ 39,140	\$ 58,646	\$ 39,140	\$ 39,140	\$ 58,646	\$ 58,646	\$ -
ACFD, PLYS, Craigsville Rescue, Deerfield & Admin							
<b>5651 - CONTRIBUTION - L.E.P.C.</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Emergency Planning Commission contribution							
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>	\$ 2,360	\$ 2,400	\$ 21,815	\$ 21,815	\$ 23,100	\$ 23,100	\$ -
VIAA(\$495; VFPAS\$280; CFO Renewal \$675	2,250	2,250					
Misc-\$500;JAFCA-\$250;VFCA-\$500; VAGEMSA & VFFA \$1000	1,875	2,000					
Active 911 Subscription- (150 FT/ADPT/turnover) - \$12.50 ea.	13,650	14,250					
Target Solutions Annual Subscription	1,680	2,000					
Zoom-8 accounts		200					
SurveyMonkey							
	\$ 21,815	\$ 23,100					
<b>6001 - OFFICE SUPPLIES</b>	\$ 16,700	\$ 10,000	\$ 16,700	\$ 11,700	\$ 10,000	\$ 10,000	\$ -
Office supplies for Admin office/stations							
<b>6007 - REPAIRS &amp; MAINT. SUPPLIES - BLDGS</b>	\$ 22,503	\$ 75,500	\$ 27,750	\$ 66,750	\$ 135,000	\$ 30,500	\$ 104,500
Station Supplies - Station 10 (Parking Lot, switches, glass door, freshen up, fixtures/misc)	9,250	15,500					
Station Supplies - Station 25 (bay door repairs, strip & wax floor, brush cut back)	18,500	28,000					
Station Supplies - Station 16 (exterior: Snow/paint/landscape/outbuilding, shower unit, bay door repairs)	15,585	16,000					
Station Supplies - Station 11 (AirVac Filters, Bay Door repair Electric Drops, Misc.)	65,838	135,000					

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6008 - VEHICLE &amp; POWERED EQUIP. - FUEL</b>							
	\$ 90,000	\$ 140,000	\$85,000	\$ 136,000	\$ 140,000	\$ 110,000	\$ 30,000 general cut
<b>6009 - APPARATUS/EQUIP. - MAINT. &amp; REPAIRS</b>							
Detailed attached - maintenance	\$ 166,850	\$ 165,124	\$183,190	\$ 183,190	\$ 212,124	\$ 185,000	\$ 27,124 general cut
New Projects/Upgrades: Misc Tools/LED Lighting for Squad 10	13,000	15,000					
DEF and Other Maintenance Items	3,100	2,000					
Unforseen (Maintenance)	30,000	30,000					
	\$213,190	\$212,124					
<b>6010 - ADMIN VEHICLE MAINT. &amp; REPAIRS</b>							
	\$ 10,000	\$ 13,625	\$8,000	\$ 8,000	\$ 13,625	\$ 8,000	\$ 5,625 general cut
<b>6011 - WEARING APPAREL</b>							
Daily work uniforms for full time and part time	\$ 31,000	\$ 31,750	\$70,000	\$ 72,000	\$ 95,600	\$ 90,000	\$ 5,600 general cut
Annual Full-Time Allotment	2,500	4,000					
Potential Turnover (25 employees - at a cost of \$1200 each)	15,000	30,000					
Replacement Boots (20 pairs)	8,550	5,600					
Misc	4,000	4,000					
Class A Uniforms (Emp. Per Guidelines)	18,000	18,000					
	\$ 79,050	\$ 93,350					
<b>6012 - EMS SUPPLIES</b>							
EMS Supplies	\$ 90,000	\$ 90,000	\$90,000	\$ 97,600	\$ 101,934	\$ 90,000	\$ 11,934 general cut
Cyanokits	-	7,600					moved cyanokits to revised
COVID-19 Kits	-	4,334					
	\$ 90,000	\$ 101,934					
<b>6014 - FIRE FIGHTING SUPPLIES</b>							
Second set of Gear (20)	\$ 103,125	\$ 66,000	\$98,000	\$ 98,000	\$ 202,500	\$ 98,000	\$ 104,500 general cut
Turnover/New Hires/Recruits (25 sets)	61,875	112,500					
Projected Gear Repairs	2,000	3,000					
Particulant Hoods & Structural Gloves (50)	3,500	9,000					
Misc	16,000	4,000					
Helmets	1,500	6,000					
Shipping	13,125	2,000					
	\$ 201,125	\$ 202,500					

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6015 - EMERGENCY SEARCH/RESCUE SUPPLIES</b>							
Equipment Needs	\$ 7,650 \$	33,330	\$32,000 \$	44,900 \$	33,330 \$	33,330 \$	-
PPE	30,000	-					
	\$ 37,650 \$	33,330					
<b>8001 - EQUIPMENT</b>							
<i>Small Equipment:</i>	\$ - \$	-	\$65,000 \$	111,000 \$	77,685 \$	32,000 \$	45,685
Bullard QXT Thermal Inages with thermal throttle and lanyard (3) - 2 Squad 10; 1 E111		20,343					moved thermal imaging cameras to revised
Hose - 5" Supply line upgrade for reserve engines. 2800' - total of 1400' on ea.		24,820					moved supply line hose to revised
Upgrade hydrant valves and gates/wyes on all engines		8,000					
MS462 RCM Rescue Vent Saws (2) - First out engines		3,132					
Milwaukee Rocket Light Towers Model #2136-20 (6) - Squad 10 & Reserves		2,370					
TS 500i Cut Off Saw (2)		2,970					
Chains/Blades spare for saws - ACFR apparatus		5,000					
Milwaukee Batteries for Genesis Extrication Tools & Light Towers		1,500					
Pitot Gages & Flowmeters (2) each		2,000					
Tru-Fuel and Mower/Weedeater Maintenance		1,000					
Low Level Strainer for Reserve Engines (2) & 2 1/2" Cellar Nozzles (2)		2,300					
Misc. Lowses for paint and misc supplies		750					
Misc. Supplies - Augusta Coop/ACE		1,500					
<i>Other:</i>	\$ 2,000.00						
Passport Tags	1,000	1,000					
Misc IT Routers/Etc.		1,000					
	\$ 75,810 \$	77,685					
<b>8002 - FURNITURE &amp; FIXTURES</b>							
Appliance Repair/Replacement	\$ 8,000 \$	10,000	\$15,000 \$	15,000 \$	25,000 \$	15,000 \$	10,000
Furniture Repair/Replacements	12,500	15,000					general cut
	\$ 20,500 \$	25,000					
<b>8003 - EMS 50/50 GRANT</b>							
Move to Capital for Ambulance Grant or other 50/50 matches	\$ 30,000 \$	30,000	\$30,000 \$	30,000 \$	30,000 \$	30,000 \$	-

32010-FIRE DEPARTMENT-CAREER  
BUDGET REQUEST

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>8006 - COMMUNICATIONS</b>							
Communications:							
	\$ 5,400	\$ 5,400		\$ 0	\$ 11,240	\$ 11,240	\$ -
Fire Apparatus Antennas (\$1,500), Headset Parts (\$1,500) Knox Box (\$2,400)	-	1,500					
Miscellaneous pager and radio repairs and new PA box for Station 10	2,010	2,140					
Cache (Clips/Ancillary Items/Misc)		2,200					
Fortigate & Fortiswitch Annual License	7,410	11,240					
	<u>\$ 7,410</u>	<u>\$ 11,240</u>					
		Department Total: \$ 1,047,187	\$ 1,200,687	\$ 1,508,917	\$ 1,123,404	\$ 385,513	
		Payroll Total: \$ 9,651,645	\$ 9,848,122	\$ 11,002,539	\$ 9,999,272	\$ 754,675	
		Grand Total: \$ 10,698,832	\$ 11,048,809	\$ 12,511,456	\$ 11,122,676	\$ 1,140,188	

\*Cut all personnel requests

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3121 - AUDITING - CONTRACTUAL</b>							
Auditing firm to conduct both 990's and the audits for the volunteer agencies within the County and ACFR, Inc. Interviews will need to be conducted for Year ending 2023	\$ 69,707	\$ 72,000	\$ 69,707	\$ 69,707	\$ 72,000	\$ 72,000	\$ -
<b>3205 - VOLUNTEER FIRE &amp; EMS TRAINING</b>							
Training Benefit is for volunteer agencies in Aug. Co to paid for sending volunteers to training. In County 1000 hours x \$8.00 for qualifying fire and EMS training Out of County is based on % of calls in Augusta \$1000/agency of this can be used for out of area training for top two officers	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
<b>3320 - MAINTENANCE CONTRACTS</b>							
Image Trend (Records Management)	\$ 15,100	\$ 3,775	\$ 84,772	\$ 94,772	\$ 129,064	\$ 94,772	\$ 34,292
TimeClock Annual Maintenance (hardware and software support)	16,000	16,000					general cut
ESO Reporting Software (Records Management)		37,000					
IAM/Responding/Active 911		9,500					
Medical Waste Removal (14 stations)	11,100	7,500					
CAD Interface - 5% increase	1,904	2,000					
Pump Testing - \$10,000	10,000	10,500					
Drug/Alcohol Screening for Accidents- \$900	900	900					
Hose Testing/Ladder Testing	28,000	28,000					
Teamviewer - IT	768	900					
ARC View Software - IT for Fire Boundries - \$1,000	1,000	100					
Roberts Oxygen - Volunteer Stations	-	2,889					
	\$ 84,772	\$ 119,064					
<b>3800 - STATE ASSIST - FOREST FIRE CONTROL</b>							
Annual payment	\$10,750	\$ 12,288	\$ 12,288	\$ 12,288	\$ 12,288	\$ 12,288	\$ -
<b>5203 - TELEPHONE SERVICES</b>							
Internet services for agencies	\$24,000	\$ 27,000	\$ 22,000	\$ 22,000	\$ 27,000	\$ 27,000	\$ -
Internet services are increasing							
<b>5306 - INSURANCE - CASUALTY &amp; PROPERTY</b>							
Policy renews in April of each year - estimating a 5% increase	\$220,500	\$ 213,725	\$ 220,500	\$ 220,500	\$ 213,725	\$ 213,725	\$ -
<b>5308 - ACCIDENT &amp; HEALTH INSURANCE</b>							
Bankers Ins pd annually	\$ 35,775.00						
VACORP pd Quarterly	\$ 78,157.00						
	\$ 113,932.00	\$ 5,697					
Annual premium - Change to a Workers Comp plan (395 Voi) with an Accident & Health in excess of policy (everyone) includes a 2% increase			\$ 125,000	\$ 125,000	\$ 125,000	\$ 117,000	\$ 8,000
							cut to 3 yr avg



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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5602 - MEMBER REIMBURSEMENT - FUEL</b>							
Using this as a recruitment and retention tool							
\$500 per year per member (in county)	\$160,000	\$160,000	\$160,000	\$150,000	\$150,000	\$150,000	\$ -
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)							
<b>5002 - VOLUNTEER RECOGNITION</b>							
Recognition of our volunteer and career system.	\$ 5,000	\$ 5,000	\$ 4,000	\$ 4,000	\$ 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							
<b>6003 - MARKETING &amp; RECRUITMENT</b>							
Radio Ads, Brochures, Other Media Items	\$ 5,000	\$ 5,000	\$ 4,000	\$ 4,000	\$ 5,000	\$ 4,000	\$ 1,000
Also wanting to work more closely with Newspapers							general cut
For public awareness							
<b>6012 - EMS SUPPLIES - REHAB</b>							
Reusable supplies needed for large scale incidents	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 11,250	\$ 6,250	\$ 5,000
Lighting/traffic cones, other misc supplies	2,000	5,000					general cut
Policy upgrades to meet new County-wide policy	-	4,250					
Swoope Fire Company is now getting the vehicle out on more incidents	\$2,000	11,250					
<b>6013 - FIRE PREVENTION</b>							
Public Materials for schools and multiple	\$ 5,000	\$ 6,000	\$ 4,000	\$ 4,000	\$ 6,000	\$ 4,000	\$ 2,000
functions -- the volunteer agencies also							general cut
use supplies from this account							
Augusta County Fair items and smoke alarms							
<b>6016 - FOAM REIMBURSEMENT/REPLACEMENT</b>							
Replacement for fire fighting foam and other	\$15,000	\$ 25,000	\$ 10,000	\$ 10,000	\$ 25,000	\$ 15,000	\$ 10,000
due to the new environmentally safe foam, the cost has tripled							general cut
<b>8001 - EQUIPMENT</b>							
Knox Box for new apparatus - (2 @ \$1,200)	-	2,400	\$ 11,657	\$ 11,657	\$ 27,526	\$ 14,240	\$ 13,286
Gas Meters 4 Gas & HCN (6 of each)	7,817	8,000					cut rapid response kit
Decon Buckets - for volunteer apparatus (\$140 ea. - 2 per agency)	840	840					
Routers/Misc - maintain wireless in stations	3,000	3,000					
Rapid Response Kit, Rescue Task Force Edition	-	13,286					
	\$11,657	27,526					
<b>9101 - BRIDGEWATER VOL. FIRE DEPT.</b>							
2% increase in base for all agencies	\$ 28,768	\$ 27,800	\$ 27,398	\$ 27,398	\$ 27,800	\$ 27,800	\$ -
<b>9102 - CHURCHVILLE VOL. FIRE DEPT</b>							
	\$ 69,485	\$ 70,112	\$ 66,176	\$ 66,176	\$ 70,112	\$ 70,112	\$ -

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<u>9103 - CRAIGSVILLE VOL. FIRE DEPT</u>	\$ 63,736	\$ 62,212	\$ 60,701	\$ 60,701	\$ 62,212	\$ 62,212	\$ -
<u>9104 - DEERFIELD VOL. FIRE DEPT.</u>	\$ 57,161	\$ 55,912	\$ 54,439	\$ 54,439	\$ 55,912	\$ 55,912	\$ -
<u>9105 - DOOMS VOL. FIRE DEPT</u>	\$ 80,248	\$ 80,537	\$ 76,426	\$ 76,426	\$ 80,537	\$ 80,537	\$ -
<u>9106 - GROTTOS VOL. FIRE DEPT</u>	\$ 65,046	\$ 57,095	\$ 61,949	\$ 61,949	\$ 57,095	\$ 57,095	\$ -
<u>9107 - MIDDLEBROOK VOL. FIRE DEPT</u>	\$ 61,610	\$ 58,650	\$ 58,676	\$ 58,676	\$ 58,650	\$ 58,650	\$ -
<u>9108 - RAPHINE VOL. FIRE DEPT</u>	\$ 57,822	\$ 54,920	\$ 55,069	\$ 55,069	\$ 54,920	\$ 54,920	\$ -
<u>9109 - STUARTS DRAFT VOL. FIRE DEPT</u>	\$ 84,159	\$ 85,912	\$ 80,151	\$ 80,151	\$ 85,912	\$ 85,912	\$ -
<u>9110 - VERONA VOL. FIRE DEPT</u>	\$ 93,084	\$ 86,962	\$ 88,651	\$ 88,651	\$ 86,962	\$ 86,962	\$ -
<u>9111 - WEYERS CAVE VOL. FIRE DEPT</u>	\$ 89,199	\$ 86,862	\$ 84,951	\$ 84,951	\$ 86,862	\$ 86,862	\$ -
<u>9112 - PRESTON L. YANCY STATION</u>	\$ 14,871	\$ 13,528	\$ 14,163	\$ 14,163	\$ 13,528	\$ 13,528	\$ -
<u>9113 - SWOOPE VOL. FIRE DEPT</u>	\$ 73,344	\$ 74,762	\$ 69,851	\$ 69,851	\$ 74,762	\$ 74,762	\$ -
<u>9114 - WALKERS CREEK VOL. FIRE DEPT</u>	\$ 13,926	\$ 13,528	\$ 13,263	\$ 13,263	\$ 13,528	\$ 13,528	\$ -
<u>9115 - WILSON FIRE STATION</u>	\$ 67,044	\$ 68,112	\$ 63,851	\$ 63,851	\$ 68,112	\$ 68,112	\$ -
<u>9116 - MT. SOLON VOL. FIRE DEPT</u>	\$ 63,461	\$ 63,525	\$ 60,439	\$ 60,439	\$ 63,525	\$ 63,525	\$ -
<u>9117 - NEW HOPE VOL. FIRE DEPT</u>	\$ 65,075	\$ 61,425	\$ 61,976	\$ 61,976	\$ 61,425	\$ 61,425	\$ -
<u>9118 - WINTERGREEN FIRE DEPT</u>	\$ 13,926	\$ 13,528	\$ 13,263	\$ 13,263	\$ 13,528	\$ 13,528	\$ -
<u>9130 - WINTERGREEN RESCUE SQUAD</u>	\$ 15,963	\$ 22,914	\$ 15,963	\$ 15,963	\$ 22,914	\$ 22,914	\$ -
<u>9151 - AUGUSTA COUNTY VOLUNTEERS</u>	\$ 22,116	\$ 22,153	\$ 21,063	\$ 21,063	\$ 22,153	\$ 22,153	\$ -
<u>9152 - RIVERHEADS VOLUNTEERS</u>	\$ 63,604	\$ 58,006	\$ 60,576	\$ 60,576	\$ 58,006	\$ 58,006	\$ -
<u>9160 - NON-COUNTY AGENCY CONTRIBUTION</u>	\$ 14,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 104,260	\$ 14,000	\$ 90,260
							cut WFAC request
<b>Department Total:</b>	\$	\$	\$ 1,952,919	\$ 1,952,919	\$ 2,151,568	\$ 1,986,730	\$ 164,838
<b>Payroll Total:</b>			n/a	n/a	n/a	n/a	n/a
<b>Grand Total:</b>	\$	\$	\$ 1,952,919	\$ 1,952,919	\$ 2,151,568	\$ 1,986,730	\$ 164,838

9160 - NON-COUNTY AGENCY CONTRIBUTION  
incurs new request from WFAC for 90,260 annually

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

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3110 - PHYSICALS</b>						
Employee Physical - Not on County Insurance						
	\$ -	\$ -	\$ -	\$ 1,100	\$ 1,100	\$ -
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>						
Annual Burn Building Inspection	\$ 3,500	\$ 3,500	\$ 10,000	\$ 17,200	\$ 15,000	\$ 2,200
Roberts Oxygen	1,500	2,000				
Grounds upkeep for Burn Building-\$700	700	700				
PM for car prop and burn building-\$10,000	10,000	11,000				
	\$ 15,700	\$ 17,200				
<b>5100 - ELECTRIC SERVICES</b>						
	\$ 625	\$ 700	\$ 625	\$ 700	\$ 700	\$ -
<b>5102 - PROPANE</b>						
Increase for use of Vehicle Prop, Burn Building, & LP Simulator from Dixie Gas	\$ 2,000	\$ 2,000	\$ 1,500	\$ 2,000	\$ 2,000	\$ -
<b>5103 - WATER &amp; SEWER SERVICES</b>						
	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ -
<b>5203 - TELEPHONE SERVICES</b>						
Office lines, cell phones for training division	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ -
<b>5305 - INSURANCE - BUILDINGS &amp; GROUNDS</b>						
Insurance	\$ 4,700	\$ 4,204	\$ 4,700	\$ 5,204	\$ 4,204	\$ 1,000
Additional Vehicle	550	1,000				cut vehicle
	\$ 5,250	\$ 5,204				
<b>5501 - RECOGNITION AND TRAINING EXPENSES (combined with 32010)</b>						
<i>Physical Training(s):</i>						
Operational Staff	\$ 35,000	\$ 35,000	\$ 67,395	\$ 108,500	\$ 80,000	\$ 28,500
Admin/Training Staff	15,000	15,000				
Paramedic Program Attendance (5)	20,000	40,000				
VIAAI & VDPA - 1031/1033 Conferences	5,895	4,500				
Structural Collapse Specialist School		2,500				
<i>Incentives/Meals/Awards:</i>						
Meals/Fuel	6,000	6,000				
Awards	1,000	1,000				
EMS/Fire Prev Gifts	2,000	2,000				
Misc.	2,500	2,500				
	\$ 87,395	\$ 108,500	\$ 67,395	\$ 108,500	\$ 80,000	\$ 28,500

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5652 - CONTRACTUAL TRAINING</b>							
Pay for specialty instructors to come to the area for classes. Child Safety Seat Class (\$1,000)	\$ 7,500	\$ 8,500	\$ 6,300	\$ 6,300	\$ 8,500	\$ 6,300	\$ 2,200 general cut
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
Dues, subscriptions, professional affiliations	\$ 1,625	\$ 1,625	\$ 2,000	\$ 2,000	\$ 1,625	\$ 1,625	\$ -
	\$ 375	\$ -					
	\$ 2,000	\$ 1,625					
<b>6001 - OFFICE SUPPLIES</b>							
office supplies for training staff	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,600	\$ -
<b>6005 - JANITORIAL SUPPLIES</b>							
	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ -
<b>6007 - REPAIR &amp; MAINTENANCE - BURN BUILDING</b>							
Normal Routine maintenance on building Sign Replacement	\$ 3,500	\$ 5,000	\$ 3,500	\$ 3,500	\$ 5,000	\$ 3,500	\$ 1,500 general cut
	\$ 2,000	\$ -					
	\$ 5,500	\$ 5,000					
<b>6008 VEHICLE &amp; POWERED EQUIP - FUEL</b>							
Increase for additional travel on training vehicles due to daily station trainings	\$ 5,000	\$ 6000	\$ 3,500	\$ 3,500	\$ 6,000	\$ 5,000	\$ 1,000 general cut
<b>6009 - VEHICLE &amp; POWERED EQUIP - MAINT &amp; SUPPL</b>							
Normal routine up keep of training vehicles; increase for anticipated maintenanc on training vehicles due to station training and age of vehicles	\$ 5,000	\$ 7500	\$ 4,000	\$ 4,000	\$ 7,500	\$ 5,500	\$ 2,000 general cut
<b>6011 - WEARING APPAREL</b>							
Wearing apparel for training personnel and P/T instructors Yearly allotment current employees EMT/Recruit Student Apparel MOVED THIS LINE TO 32010-6011	\$ 250	\$ 250	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -
	\$ 1,000	\$ 1,000					
	\$ 1,000	\$ 1,000					
	\$ 2,250	\$ -					
<b>6012 - EMS SUPPLIES</b>							
EMS Supplies for EMT classes, CE & AED Misc. Items Hand Teyv Training Kits (4)	\$ 3,500	\$ 3,500	\$ 5,000	\$ 9,000	\$ 9,000	\$ 5,000	\$ 4,000 moved training kits to revised
	\$ 1,500	\$ 1,500					
	\$ -	\$ 4,000					
	\$ 5,000	\$ 9,000					

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

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
			\$	\$	\$	
<b>6013 - TRAINING MATERIALS</b>			\$ 32,000	\$ 35,950	\$ 32,000	\$ 3,950
Textbooks, audio visual aids, and video, material needs to train all county personnel	\$ 28,518	\$ 24,000				general cut
Platinum Ed (Planner and EMS Testing)	10,000					
Adobe Captive Access	1,000					
Child Safety Seat Class	950					
	\$ 35,000	\$ 35,950				
	\$ 3,500	\$ 5,000	\$ 3,500	\$ 5,000	\$ 3,500	\$ 1,500
<b>6014 - SMOKE &amp; NITROGEN - BURN BUILDING</b>			\$	\$	\$	general cut
Smoke Fluid and Nitrogen Gas						
	\$ 12,000	\$ 12,000	\$ 41,625	\$ 49,675	\$ 41,625	\$ 8,050
<b>6015 - SCBA REPAIRS AND MAINTENANCE</b>			\$	\$	\$	general cut
This is for all of the items needed for SCBA Maintenance (Compressor & General SCBA Maintenance)	\$ 3,500	\$ 5,175				
Face Piece Replacement (25 @ \$283.13)	750	500				
Mask Wash	12,000	10,000				
Hydrotesting (volunteer bottles)	2,000	2,000				
Misc Equipment	15,000	15,000				
Flow Testing	7,875	3,000				
Facepiece Test W/PosiChek	500	2,000				
Spectacle Kits	5,000	-				
	\$ 53,625	\$ 49,675	\$ 4,500	\$ 15,750	\$ 5,000	\$ 10,750
<b>8001 - EQUIPMENT</b>			\$	\$	\$	general cut
Misc Equipment (wooden door blocks, plywood, drywall)	\$ 2,500	\$ 2,500	\$ 12,500	\$ 15,750	\$ 5,000	general cut
Utility Sink	1,000	1,000				
Ruth Lee Dummy (1-Fire Class)	1,000	1,000				
Misc Hand Tools (haligan bars and hooks)	-	850				
Replacement Nozzles (2)	-	2,400				
Max Box Fire Trainer	-	8,000				
	\$ 4,500	\$ 15,750	\$ 4,500	\$ 15,750	\$ 5,000	\$ 10,750
<b>8002 - FURNITURE AND FIXTURES</b>			\$	\$	\$	new tables to revised
Misc items for Training Center	\$ 1,000	\$ 1,000	\$ 4,000	\$ 6,000	\$ 1,000	new tables to revised
New Tables for Classroom(s)	5,000	5,000				
	\$ 6,000	\$ 6,000	\$ 4,000	\$ 6,000	\$ 1,000	new tables to revised
	\$ 15,000	\$ 15,000	\$ 10,000	\$ 15,000	\$ 10,000	\$ 5,000
<b>8003 - GRANT 50/50</b>			\$	\$	\$	general cut
Matching funds for 50/50 Grant	\$ 15,000	\$ 15,000	\$ 10,000	\$ 15,000	\$ 10,000	\$ 5,000

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

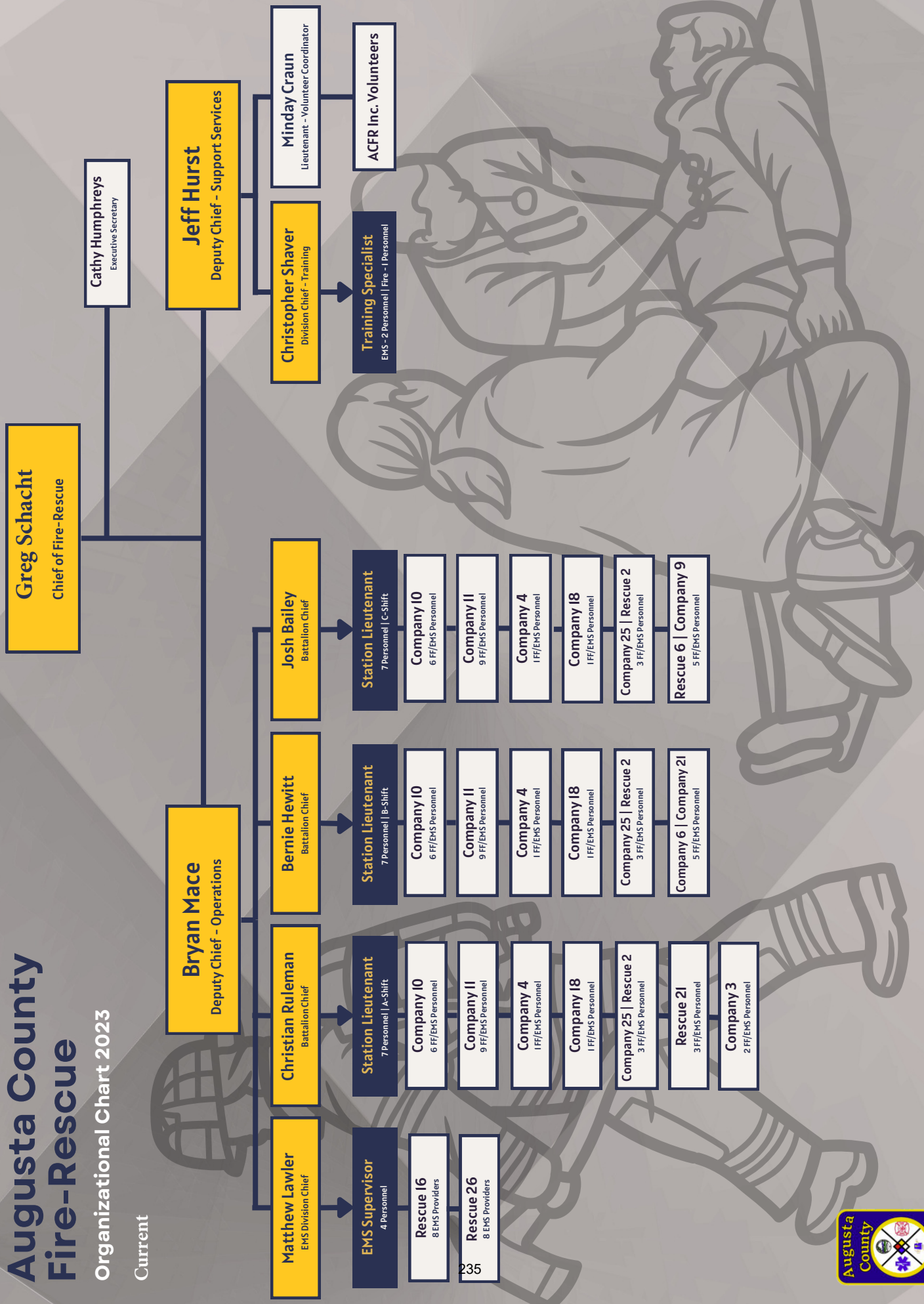
Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
\$ 47,000	\$ 65,000	\$ -	\$ -	\$ 65,000	\$ -	\$ 65,000
<b>NEW VEHICLE - ADDITION TO FLEET</b>						
A new vehicle and equipment to outfit						
	Department Total:	\$ 210,845	\$ 226,845	\$ 369,404	\$ 227,754	\$ 141,650
	Payroll Total:	\$ 412,314	\$ 417,124	\$ 605,457	\$ 458,298	\$ 147,159
	Grand Total:	\$ 623,159	\$ 643,969	\$ 974,861	\$ 686,052	\$ 288,809

\*Cut personnel requests

# Augusta County Fire-Rescue

## Organizational Chart 2023

Current



# 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 five Judges. Currently, the Honorable Correy R. Smith serves as the Chief Judge and presides two days a week. The Honorable Susan Read and Linda S. Jones each serve as a resident Judge and preside five days a week (occurring at the same time). The J&DR Courts maintain two case management systems and two financial management systems with separate audits for each. The J&DR Courts serve two Circuit Courts, two Commonwealth Attorneys, Augusta County Sheriff's Department, Staunton City Sheriff, Staunton Police Department, Virginia State Police and Virginia Department of Game and Inland Fisheries. Additionally, the J&DR Court maintain separate filing systems for each jurisdiction.

The Clerk's Office staff consists of the Clerk, nine full time Deputy Clerks, one wage employee (vacancy), and one temporary part time scanning assistant (county funded.) Salaries are paid by the Supreme Court for the State of Virginia while Augusta County and the City of Staunton provide a 3% supplement (Staunton providing for three employees/Augusta County providing for seven employees).

## 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 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.
- Complete and maintain the yearly expungement process to reduce costs for file storage and prepare to move to new courthouse in each locality.



**Budget Summary:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$11,724	\$40,617	\$39,981	\$40,075	-1.3%

\*decrease in costs are due to employee turnover resulting in savings on salary supplement.

**Service and Performance Measures:**

Item-Staunton/Augusta J&D Court	CY2022
Juvenile Cases (new filings)	2,659
Adult Cases (new filings)	2,812
Hearings Held	Unavailable

**Accomplishments:**

- Continue to maintain staff
- Provide outstanding customer service to the public, as well as the state and local agency
- Extensive training to all staff members as 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 the need for additional filing space does not become an issue this fiscal year.

**Contact Information:**

Callie K. Bailey, Clerk

**Location:**

Staunton/Augusta County J&DR Court  
6 E. Johnson St. 1<sup>st</sup>. Fl.  
Staunton, VA 24401

**Phone:** (540) 245-5306 ext. 205

**Fax:** (540) 245-5349

**E-mail:** [cbailey@vacourts.gov](mailto:cbailey@vacourts.gov)

**33030-JUVENILE DOMESTIC COURT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>1100 - SALARIES &amp; WAGES</b>							
Salary Request 3% for each staff member	\$ 10,081	9,572	23,581	19,445	23,039	23,039	-
Allowable under Code of Virginia		13,467					
Temporary scanning assistant	\$ 13,500	23,039					
*includes FICA							
<b>5203 - TELEPHONE SERVICES</b>							
Cost of land lines, fax	\$ 3,500	-	3,500	3,500	3,500	3,500	-
<b>5501 - TRAVEL EXPENSES</b>							
For Judges and staff for education that is not paid by Supreme Court	\$ 400	-	400	400	400	400	-
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
Dues Judges National, State & District-these haven't been pd in years	\$ 750	-					
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	-	2,435	2,435	2,435	2,435	-
<b>6001 - OFFICE SUPPLIES</b>							
Copy Machine Lease (Cannon including Supplies)	\$ -	-	10,701	11,701	10,701	10,701	-
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	-					
Miscellaneous Supplies	3,000	-					
Shredding services 45.40/ month	545	-					
	\$ 10,701	-	10,701	11,701	10,701	10,701	-
							added \$1,000 to revised one time shredding

**33030-JUVENILE DOMESTIC COURT  
BUDGET REQUEST**

Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
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22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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\$	- \$	\$	- \$	2,500 \$	- \$	- \$
\$	- \$	-	-	-	-	-

<b>8002 - FURNITURE &amp; FIXTURES</b>						
new cubicle						
Department Total:	\$	40,617 \$	39,981 \$	40,075 \$	40,075 \$	-
Payroll Total:	\$	- \$	- \$	- \$	- \$	-
Grand Total:	\$	40,617 \$	39,981 \$	40,075 \$	40,075 \$	-

## 25<sup>TH</sup> 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 25<sup>th</sup> 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$5,135	\$4,436	\$5,552	\$4,800	8.2%

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

**Contact Information:**

Sandra D. Crawford, Director

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

**Phone:** (540) 245-5315 x 123

**E-mail:** [Sandra.Crawford@djj.virginia.gov](mailto:Sandra.Crawford@djj.virginia.gov)

**33040-COURT SERVICES  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>5203 - TELEPHONE SERVICES</b>			\$ 4,436	4,572	4,800	4,800	\$ -
Treasurer of VA	660	-					
Switchboard	300	-					
Verizon	2,988	-					
Cost of office lines, fax, repairs	-	-					
Cell phone-Supervisor	492	-					
	<u>\$ 4,440</u>	<u>\$ -</u>	<u>\$ -</u>	<u>980</u>	<u>980</u>	<u>\$ -</u>	<u>980.00</u>
<b>8002 - FURNITURE &amp; FIXTURES</b>							
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	-	-					
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>980</u>	<u>980</u>	<u>\$ -</u>	<u>980.00</u>
							moved to revised
<b>Department Total:</b>			\$ 4,436	\$ 5,552	\$ 5,780	\$ 4,800	\$ 980
<b>Payroll Total:</b>			\$ -	\$ -	\$ -	\$ -	\$ -
<b>Grand Total:</b>			\$ 4,436	\$ 5,552	\$ 5,780	\$ 4,800	\$ 980

# 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 FY24 is 22.18%, percentage for FY23 was 13.72%.

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 FY24 is 37.6% for operating and debt service, 2.1% higher than FY23 at 35.5%. Augusta County’s annual contribution for capital expenditures and operating 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 FY24 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$4,447,290	\$2,846,265	\$5,405,413	\$2,973,495	2.9%

\*Funding for FY24 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$173,209	\$198,805	\$210,804	\$226,117	13.7%
Operating	\$307,253	\$369,011	589,755	540,070	46.4%
<b>Total</b>	<b>\$480,462</b>	<b>\$567,816</b>	<b>\$800,559</b>	<b>\$766,187</b>	<b>34.9%</b>

\*Increases in operating is due to increased cost for operating the Shenandoah Valley Animal Service Center.

**Service and Performance Measures:**

Item	2020 Actual	2021 Actual	2022 Actual
Number of Calls Received (from CADD)	2589	2854	2375
Number of After-Hours Calls Received	269	112	198
Animals Received – surrenders, strays, seized (dogs & cats only)	396	316	945
Educational Events	0	2	2
Court Cases (Cruelty, dangerous dogs, etc.)	9	3	12
Registered Dangerous Dogs	6	6	2
Livestock Claims	\$544	\$55	\$30
Kennel Inspections	35	35	10*
Running at Large Violations	267	180	78
No County License Violations	267	182	74
No Rabies Vaccinations	267	180	140
Number of summons issued (civil and criminal)	136	138	125



Fines Collected for Running-At Large	\$3,150	\$2,150	1950
Fees Collected for No Tags	\$1,120	\$7,700	740
Fees Collected for Pick-Up	\$2,680	\$1,820	1740
Fees Collected for Impoundment	\$4,175	\$3,240	\$4,590
Fines Collected for No Rabies Vaccination	\$2,025	\$1,500	\$1,400
Restitution from Court (TR414 Co#121)	\$4,064	\$540	9,098
Veterinarian Fees Collected	\$383	0	\$469

\*Community Development requested inspection. Less inspections made on kennels due to lack of officers.

**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	2020	2021	2022
# Dog Tags Sold	3,961	2,612	2,495
# Kennel Tags Sold*	85	80	82
Dog/Kennel Tag - Revenue	\$45,507	\$34,570	\$33,221
Dog Tag Violations - Revenue	\$15,468	\$11,650	11,769
<b>Total Revenue</b>	<b>\$60,975</b>	<b>\$46,220</b>	<b>\$44,990</b>

\*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.
- 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 public outreach and education.
- Maintain records through ECC’s CADD versus Microsoft Access.
- Deployed animal control disaster trailer for rescue van accident on the interstate in summer 2022. Provided care to 42 animals at the Augusta County Government Center from approximately one week because of pending court action which was dismissed.
- Assisted administration with fiscal agent duties as needed for animal shelter.
- Attended Donuts with Deputies and a 4-H event for education purposes.

**Contact Information:** Candy Hensley, Assistant to the County Administrator  
Dwight Strickler, Animal Control Supervisor

**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](mailto:animalcontrol@co.augusta.va.us)

**35010-ANIMAL CONTROL  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY 22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3110 - VET BILLS</b>							
Veterinarian care, euthanasia, necropsy, etc. - spent thus far	\$ 5,566.37	-	\$	14,466 \$	9,000 \$	7,000 \$	2,000 general cut
Remaining FY 22-23 Year	5,000						
1/17/2023 - 13 cat neocropsies being preformed	3,900						
Plan for rabies Dog/Tag Clinic in new facility	\$ 14,466	\$ 9,000					
<b>3120 - PHYSICALS</b>							
Immunization Fees (titer vaccinations) or new hires	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	\$ 165	-
Titer checks and shots for new employee - \$165 ea new employee							
<b>5201 - POSTAL SERVICES</b>							
For 2nd notice delinquent letters by Treasurer's Office and Misc. items	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	\$ 350	-
<b>5203 - TELEPHONE SERVICES</b>							
Expenditure as of 11/30/2022	\$ 1,409	\$ -	\$	3,732 \$	3,817 \$	3,817 \$	-
Remaining expenditure	2,323						
Caroline Digital Landline		610					
Switchboard - \$30 previously budgeted		30					
3 cell phones - \$40/month		1,440					
SHI International - net motion software annual license (\$99 ea)	297	297					
Wireless air card Monthly Rate - \$40/laptop/month	1,440	1,440					
	\$ 5,469	\$ 3,817					
<b>5305 - MOTOR VEHICLE INSURANCE</b>							
3 vehicles	\$ 2,225	\$ 2,225	\$ 1,700	\$ 2,224	\$ 2,225	\$ 2,225	-
<b>5501 - TRAVEL EXPENSES</b>							
Expenditure as of 12/8/2022	\$ 4,067.00	\$ -	\$	4,610 \$	1,870 \$	1,870 \$	-
*Primarily new hire training costs							
1 Person - State Animal Control Conference - 15 CE Pts	400	400					
Hotel 3 days - \$135 per day for FY24	370	405					
Meals \$60/day for FY24	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	500						
Meals for Basic Training - \$60/day X 19 days for FY24	1,140						

**35010-ANIMAL CONTROL  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY 22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Hotel for Basic Training - \$135 x 19 days for FY24							
Tranquilizer gun training/certification - June 13 - 14, 2023 Fredericksburg	2,565						
Hotel 3 days - \$135 per day	900						
Meals \$60/day	200	405					
Misc. training	180	180					
	200	200					
	\$ 10,292	\$ 1,870					
* No fee on conference - MOU on trailer rental at Gov't Ctr							
<b><u>5684 - ANIMAL SERVICES CENTER OPERATIONS</u></b>							
Contribution for operations of regional Shenandoah Valley Animal Services Center (Based on annual intake per jurisdiction)			\$ 330,698	\$ 521,210	\$ 483,155	\$ 506,423	\$ (23,268)
				this includes last qtr FY22		used budget dated 2.28.23	
			\$ -	\$ 105	\$ 105	\$ 105	\$ -
<b><u>5801 - DUES AND SUBSCRIPTIONS</u></b>							
VACA membership dues - \$35 ea.		105					
	\$ 105	\$ 105					
<b><u>5802 - LIVESTOCK &amp; FOWL CLAIMS</u></b>							
Expenditure as of 11/30/2022	\$ 30	\$ -	\$ 500	\$ 1,000	\$ 1,000	\$ 500	\$ 500
Remaining potential expenditure	970						general cut
	\$ 1,000	\$ 1,000					
Payment to citizens whose animals are destroyed by a dog. This amount fluctuates based on activity within the County.							
			\$ 2,000	\$ 2,751	\$ 1,400	\$ 1,400	\$ -
<b><u>6001 - OFFICE SUPPLIES</u></b>							
Expenditure as of 11/30/2022	\$ 1,251	\$ -					
Give aways for educational events	200	400					
General supplies - paper, toner, batteries, etc.	200	500					
Custody forms, etc. (County's portion)	500	500					
2 desk scanners (one existing) - \$300 ea	600	-					
	\$ 2,751	\$ 1,400					
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>							
Fuel for three vehicles	\$ 4,561	\$ -	\$ 7,000	\$ 9,122	\$ 10,000	\$ 10,000	\$ -
Remaining FY 22-23 Year	4,561						
	\$ 9,122	\$ 10,000					
<b><u>6009 - MOTOR VEHICLE MAINT &amp; SUPPLIES</u></b>							
Expenditure as of 11/30/2022	\$ 2,810	\$ -	\$ 6,130	\$ 4,790	\$ 3,700	\$ 1,700	\$ 2,000
Garage - engine, brakes, lighting, communications, etc.	500	1,000					cut wrap for new truck s/b Capital

**35010-ANIMAL CONTROL  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY 22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Oil changes	250	500					
Car Wash	130	200					
Camper top back glass	500						
Portable heaters for truck bed for animals - 3 @ \$200 ea. (code)	600						
Vehicle Wrap - New Truck	4,790	2,000					
	\$ 4,790	\$ 3,700					
	\$ 1,284	\$ -	\$ 1,200	\$ 2,984	\$ 1,200	\$ 1,200	\$ -
<b>6011 -WEARING APPAREL</b>							
Expenditure as of 12/30/2022							
*Primarily for new hire uniform supplies (Sandy)							
Remaining uniform supplies for new hire (Sandy)	100						
Uniforms, boots, all weather gear for new hire - \$1200 ea.	1,200						
Uniforms - Dwight	400						
Uniforms and boots for three officers	2,984	1,200					
	\$ 2,984	\$ 1,200					
	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
<b>6030 -DMV ANIMAL FRIENDLY PLATES</b>							
Tax deductible contributions from:							
State income taxes / DMV animal tag sales							
Offset by revenue from the State							
Revenue passed through to Animal Services Center							
	\$ 5,945	\$ -	\$ 4,726	\$ 11,427	\$ 1,315	\$ 1,315	\$ -
	500	500					
	100	400					
	730	350					
	1,144						
	1,144						
	1,800						
	-	65					
	\$ 11,363	\$ 1,315					
	\$ 5,945	\$ -	\$ 4,726	\$ 11,427	\$ 1,315	\$ 1,315	\$ -
<b>8001 - EQUIPMENT</b>							
Expenditure as of 11/30/2022							
Repair and replace traps and equip., etc.							
Equipment such as snare poles, gloves, cages, etc.							
Ammunition - Qualifying primarily - pistol & rifle							
Tranquilizer gun (approved FY22-23)							
Ballistic vest replacement - Strickler							
Ballistic Vest Replacement - Wilkins - new employee							
Ballistic vest - New Officer (price increasing)							
Phone case - New Officer							

**35010-ANIMAL CONTROL  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY 22-23 Revised		FY 22-23	FY 23-24	FY 23-24	
\$	1,400	\$ -	1,400	3,850	\$ -	3,850
						cut furniture
\$	1,400	\$				

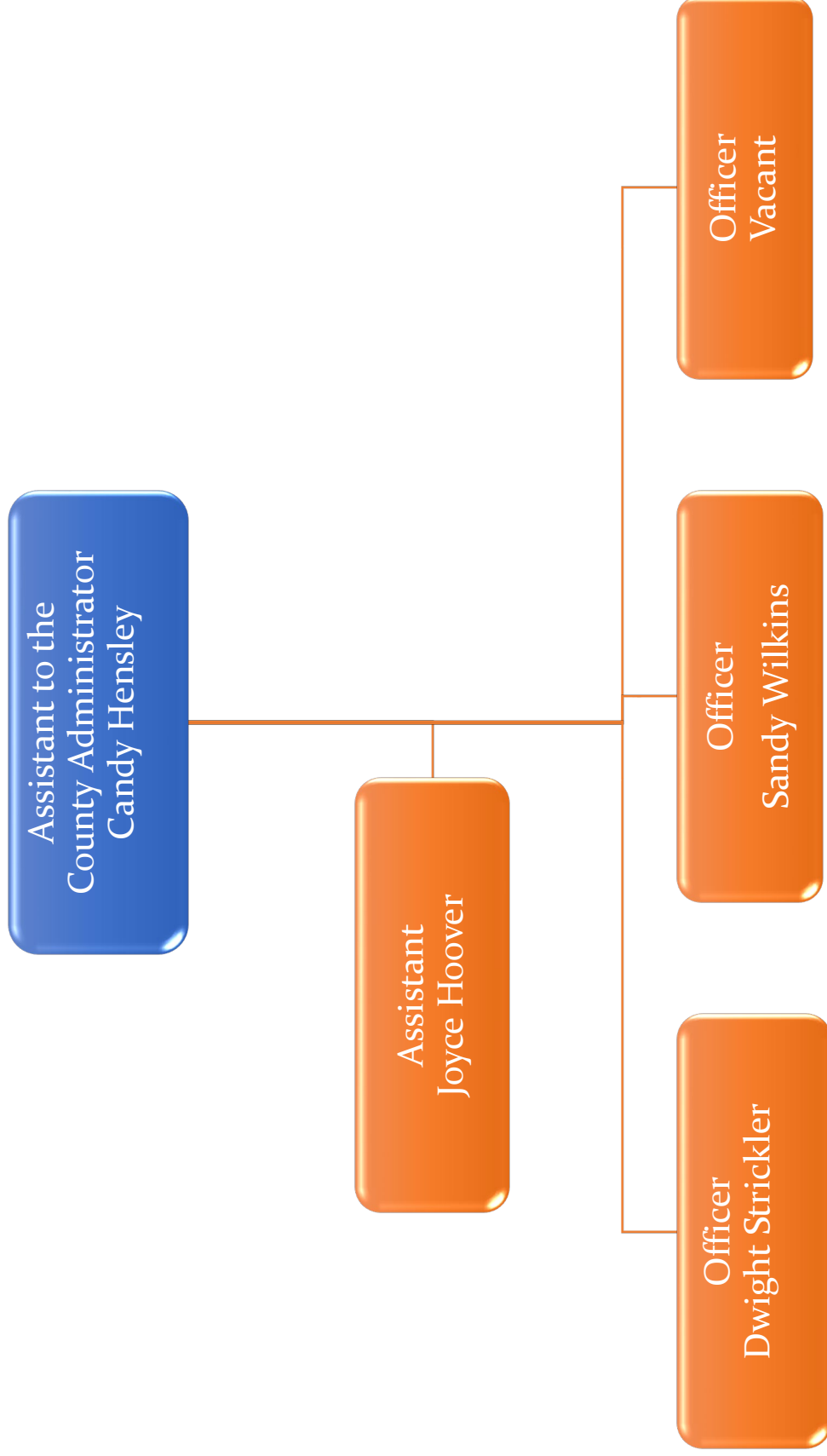
  

<b>8002 - FURNITURE &amp; FIXTURES</b>						
New Desks - L desk & hutch -Dwight						
New Desk - 2 officers - new office area	2,000					
2 file cabinets - new office area	550					
Break table - new office area/4 chairs	1,300					
	<u>3,850</u>					

<b>Department Total:</b>	\$ 369,011	\$ 589,755	\$ 525,152	\$ 540,070	\$ (18,768)
<b>Payroll Total:</b>	\$ 198,805	\$ 210,804	\$ 228,025	\$ 226,117	\$ 1,908
<b>Grand Total:</b>	\$ 567,816	\$ 800,559	\$ 753,177	\$ 766,187	\$ (16,860)

# Animal Control Organizational Chart



# 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. In addition, 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; coordinating 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 significant areas of focus include emergency management planning and policy; building a countywide emergency training and exercise program; public preparedness, awareness, and education; providing 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 ensure 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. 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 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 and 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 another emergency.
- Apply for federal funding for emergency management-related needs and administer and report the progress of grants
- Assist with duties related 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
- Build a strong whole-community approach to Emergency Management by developing social media presents and attending community events.

**Budget Summary**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$42,319	\$87,401	\$87,225	\$88,255	57.4%
Operating	43,093	12,091	18,752	19,030	1.0%
<b>Total</b>	<b>\$85,412</b>	<b>\$99,492</b>	<b>\$105,977</b>	<b>\$107,285</b>	<b>7.8%</b>

\*Changes in operating are due to the addition of contract services for CODE RED, this software was previously paid out of the IT operating budget. Other changes include expenses for employee education and training material and public education and awareness training material.

In FY2023, the Department of Emergency Management completed its first full year as a standalone department within the public safety group.

In FY2023, the Department of Emergency Management added 247 new subscribers to the county’s emergency notification system, “CodeRed.” CodeRed was promoted in community outreach presentations by the public safety group, social media platforms, and printed county publications. Implementing and constructing a robust emergency notification system is important to the whole community approach to emergency management. The



goal for next year is to have 400 new subscribers to the CodeRed emergency notification system. The office of Emergency Management will continue to strive to grow the subscribers to the emergency notification system while looking at and developing different ways to communicate with the community.

Knowledge is power, and the Department of Emergency Management has strived to educate county employees and volunteers over the last year. The CSPDC, in conjunction with the SAW region, has restarted the CERT training program with one course already completed and two more scheduled. The public safety group has committed to educating and training county staff on updated emergency action plans. Augusta County School Board staff, teachers, and school staff received training on these updates before the start of the school 2022-2023 school year. 159 Augusta County Government Center staff participated in this training as well. This training was conducted as a joint effort with Augusta County Sheriff's Office and Augusta County Fire and Rescue. This department's goal is to continue offering training and educational opportunities that focus on building a strong and resilient government by following emergency management's core principles.

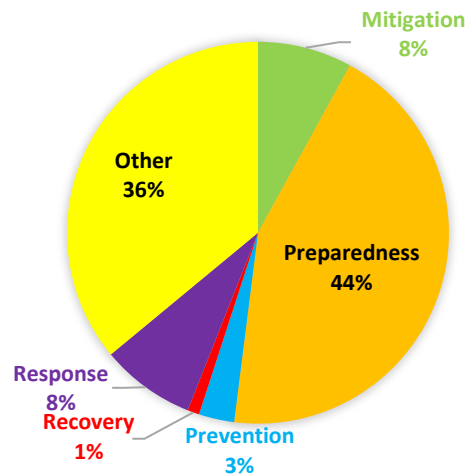
A core function of emergency management is to help plan and develop incident action plans for special events. Along with the public safety team, we have developed three full incident action plans for special events held in the county. The goal for this next year is to create a set of guidelines to help develop these preparedness documents for the significant events held in Augusta County.

Indicator	Calendar Year 2022  Actual	Calendar Year 2023 Estimate
County and Volunteers that received emergency operations training	159	250
New CodeRed Members (Countywide alerting system)	247	400
Number of Businesses assisted with Emergency Operations Planning.	13	20
Incident action plans developed for significant events	3	10

### Steps of Emergency Management allocation of time:

- **Prevention**- Actions that are taken to avoid an incident.
- **Mitigation**- Reducing the chance and severity of a disaster occurring again.
- **Preparedness**-Steps to increase the community’s ability to respond and recover from a disaster.
- **Response**- Actions taken immediately before, during, and immediately after a disaster.
- **Recovery**- Actions taken to return the community to normal or near-normal conditions.
- **Other**- Represents meetings, daily functions, and other tasks that relate to Emergency Management but do not fit the above categories.

PERCENTAGE OF ALLOCATED TIME



### Accomplishments:

- The Office of Emergency Management completed its first full year.
- Prevention, response, and recovery to the COVID-19 pandemic: Through testing and vaccination clinics and tracking surge numbers and status, this was done in conjunction with VDH and the SAW surge task force.
- Finished first draft and training of the new Emergency Response Guide for government facilities.
- Responded to and managed several emergencies with assistance from local and state partners.
- The Emergency Management Coordinator completed several certifications this year. (FEMA National Emergency Management Basic Academy, FFA Remote Pilots license, and FCC Amateur Radio License.)

### Major Events in Emergency Management

- 2 state of emergencies
- 5 Weather Warnings
- 1 major hazmat call

### Contact Information:

Patrick L. Lam, Emergency Management Coordinator

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

**Phone:** (540) 245-5408

**E-mails:** plam@co.augusta.va.us.us

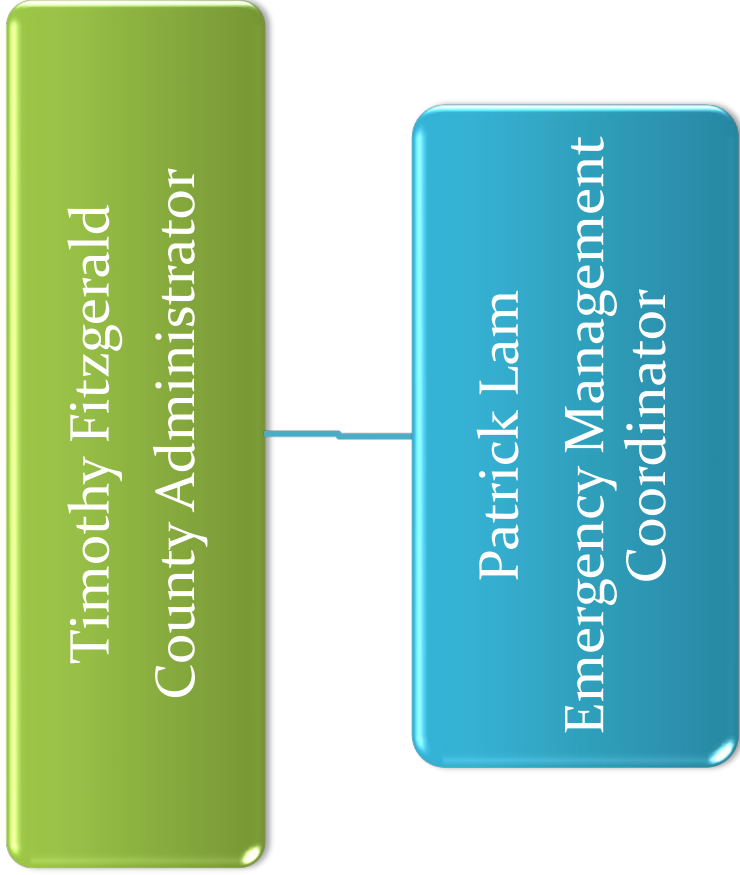
**35050-EMERGENCY MANAGEMENT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>3320 - CONTRACT SERVICES</u></b>							
Crisis Go	\$ 3,850	\$ 3,850	\$ -	\$ 3,850	\$ 3,850	\$ 3,850	\$ -
	\$ 3,850	\$ 3,850					
<b><u>5203 - TELEPHONE SERVICES</u></b>							
Landline	\$ 162	\$ 162	\$ 762	\$ 762	\$ 838	\$ 762	\$ 76
Cell phone	\$ 600	\$ 600					cut to actual
	\$ 762	\$ 762					
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>							
Insurance	\$ 556	\$ 556	\$ 498	\$ 556	\$ 601	\$ 601	\$ -
	\$ 556	\$ 556					
<b><u>5501 - TRAVEL EXPENSES</u></b>							
Travel	\$ 2,000	\$ 2,000	\$ 2,350	\$ 340	\$ 2,350	\$ 2,000	\$ 350
Virginia Emergency Management Association Symposium	350	350					general cut
	\$ 2,350	\$ 2,350					
<b><u>5801 - DUES &amp; SUBSCRIPTIONS</u></b>							
Virginia Emergency Management Association (VEMA)	\$ 75	\$ 125	\$ 1,225	\$ 1,225	\$ 1,480	\$ 1,480	\$ -
weatherTap	70	95					
National Emergency Management Association (NEMA)	240	250					
Zoom	240	240					
Visio Pro	-	170					
Adobe Creative Cloud	600	600					
	\$ 1,225	\$ 1,480					
<b><u>6001 - OFFICE SUPPLIES</u></b>							
Printer Cartridges / Copier	\$ 111	\$ 233	\$ 1,061	\$ 1,061	\$ 2,411	\$ 2,000	\$ 411
Paper	100	100					
Miscellaneous	600	800					
Medical Supplies for office and command vehicle	250	1,278					
	\$ 1,061	\$ 2,411					
<b><u>6008 - VEHICLE &amp; POWER EQUIPMENT FUEL</u></b>							
Vehicle Fuel	\$ 2,000	\$ 2,450	\$ 2,000	\$ 2,225	\$ 2,450	\$ 2,450	\$ -
	\$ 2,000	\$ 2,450					
<b><u>6009 - MOTOR VEHICLE MAINTENANCE &amp; SUPPLIES</u></b>							
Oil Changes	\$ 100	\$ 165	\$ 195	\$ 267	\$ 187	\$ 187	\$ -
State Inspection	20	22					

**35050-EMERGENCY MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
Radio Maintenance						
	147					
	\$ 267	\$ 187				
<b>6011 - WEARING APPAREL</b>						
Apparel	\$ 320	\$ 200	\$ 1,000	\$ 200	\$ 200	\$ -
Jacket	250	-				
Boots	292	-				
Hardhat/Helmet	313	-				
	\$ 1,175	\$ 200				
<b>6013 EDUCATION &amp; TRAINING</b>						
Training for county employees	\$ 2,000	\$ 2,000	\$ 2,000	\$ 4,000	\$ 3,000	\$ 1,000 general cut
	\$ 2,000	\$ 2,000				
<b>6014 PUBLIC EDUCATION AND AWARENESS</b>						
Public Education and Awareness	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 1,500	\$ 500 general cut
	\$ -	\$ 2,000				
<b>6015 EMERGENCY MANAGEMENT</b>						
Emergency Management	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
	\$ 1,000	\$ -				
<b>8001 - EQUIPMENT</b>						
Equipment	\$ -	\$ -	\$ 4,466	\$ 6,944	\$ -	\$ 6,944
Computer	4,070	600				
Ham Radio	-	6,344				
	\$ 4,070	\$ 6,944				
<b>8002 - FURNITURE &amp; FIXTURES</b>						
Furniture & Fixtures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -				
Department Total:	\$ 12,091	\$ 18,752	\$ 28,311	\$ 19,030	\$ 9,281	
Payroll Total:	\$ 87,401	\$ 88,891	\$ 88,891	\$ 88,255	\$ 636	
Grand Total:	\$ 99,492	\$ 105,977	\$ 117,202	\$ 107,285	\$ 9,917	

# Emergency Management Organizational Chart



**Augusta County**  
**Fiscal Year 2023-2024**  
**Departmental Budgets by Function**  
**Public Works**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Highway & Roads	\$ 20,980	\$ 20,000	\$ 20,000	\$ 20,000	0%
Street Lights	117,473	121,000	121,000	121,000	0%
Sanitation & Waste Removal	2,398,966	2,388,530	2,450,423	2,630,274	10%
Recycling Program	153,008	158,600	172,900	176,300	11%
Facilities Management	2,234,260	2,245,021	2,284,642	2,225,311	-1%
<b>Total Public Works</b>	<b>\$ 4,924,687</b>	<b>\$ 4,933,151</b>	<b>\$ 5,048,965</b>	<b>\$ 5,172,885</b>	<b>5%</b>



# Facilities Management

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

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## **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 45 employees in the Department, 31 of which are part-time employees, and 14 full time employees. 22 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 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 9 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 Community Center, and Doods Crossing boat landing.

### **-Libraries-**

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

**-Surplus School Properties-**

Old School Board Office Buildings, Verona Elementary School

**-Property Leases-**

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

**-Other Properties-**

Gochenhour Property, Grandma Moses Property, Zapton House, Shenandoah Valley Animal Service Center and 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$20,980	\$20,000	\$20,000	\$20,000	0.0%

**Street Lights:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$117,473	\$121,000	\$121,000	\$121,000	0.0%

**Sanitation & Waste Removal:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$335,722	\$335,691	\$347,034	\$380,380	13.3%
Operating	2,063,244	2,052,839	2,103,389	2,249,894	9.6%
<b>Total</b>	<b>\$2,398,966</b>	<b>\$2,388,530</b>	<b>\$2,450,423</b>	<b>\$2,630,274</b>	<b>10.1%</b>

\*Increase in personnel is due to a 3% COLA effective 1/1/2023 and adding caretakers to the New Hope site, which was previously handled by the New Hope Ruritan Club. Operating costs are due to increases in landfill operating costs and a new hauling contract.

**Recycling:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$153,008	\$158,600	\$172,900	\$176,300	11.2%

\*Increase in operating is due to a new hauling contract.



**Maintenance:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$996,937	\$1,035,121	\$1,001,206	\$1,042,911	0.8%
Operating	1,237,323	1,209,900	1,283,436	1,182,400	-2.3%
<b>Total</b>	<b>\$2,234,260</b>	<b>\$2,245,021</b>	<b>\$2,284,642</b>	<b>\$2,225,311</b>	<b>-0.9%</b>

. \*reduction in operating expenses is related to ceasing additional COVID cleaning at the Government Center.

**Service and Performance Measures:**

	CY 20	CY 21	CY 22	CY 23
Number of compactor/recycling sites provided & maintained	10	10	10	10
Preventive Maintenance Contracts	6	6	6	6
Buildings Maintained	19	22	22	22
Fleet Vehicles Maintained	15	16	16	16
Pools Maintained	2	2	2	2
Parks / Trails Maintained	6	6	6	6
Signs: Road Work	387	309	234	181
New Blades Made	336	241	217	182
New In House Signs	428	84	222	252

**Accomplishments:**

**General**

- 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 Fire Extinguishers at all County properties as required by NFPA 10.
- Maintained elevator systems as required by the 2018 VA Maintenance Code Sec. 606 and ASME A17.1.
- Maintained the fire sprinkler and alarm systems as required by 2018 VA Maintenance Code Sec. 704 and NFPA 25.
- Maintained street signs throughout the County as well as signs for County properties.
- Started an additional PM annual inspection through contract for the automatic doors located at our facilities. This contract will be starting in 2023 and will help us be proactive in maintaining our entry doors to limit any downtime due to mechanical failures.

- 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. We continue to intertwine the grounds division and building maintenance division. I feel we have been successful, and will continue to be successful in the building and grounds merger.
- Assisting with Government Center renovation project
- Assisting with Courthouse project
- Assisting with the ACSA water line project

### Career Development

- With the departments newly developed Career Enhancement Program, I am proud to report we currently have 6 staff members that have enrolled into one or more of the options. We now have 3 Registered Technicians to apply herbicides/pesticides, 2 Certified Pool Operators, as well as 4 staff members actively taking adult education classes at VCTC, that pertain to their field of work. This has been and will continue to be beneficial to the County and the employees.

### Solid Waste Sites

- **All sites** - Maintained Solid Waste Collection Sites throughout the County by making deck repairs, repairing motors, making compactor repairs to include replacing a cylinder at the New Hope site, providing snow removal, and assistance to the caretakers who man the sites as needed.
- **Churchville Site** - Have contracted with Mid Atlantic Waste to replace the compactor unit at the Churchville Solid Waste Site. This project includes a new compactor unit, a new 40 yard compactor receiving container, and some electrical upgrades at the site. Due to supply chain issues, this project is schedule to be completed later than expected, with a completion target of mid-February, 2023. The total project cost including the compactor, 40 yard compactor receiving container, and electrical upgrades is \$57,000.
- **New Hope Site** - We plan to continue to update our compacting equipment that was installed in the mid 1990's. The next site due up for replacement is New Hope. The New Hope site will need some addition site work, as the concrete is failing and will need to be replaced. This site has recently been taken over by the County due to the Ruritan Club having issues keeping the site manned. As of 1-1-2023 we have placed two County employees to run the site on a rotating schedule, just like the other compactor sites. We feel this will increase the level of service for the public, as well as we will be able to keep a better handle on what is going into the compactor, in hopes of extending the life of the existing compactor and the new compactor unit once installed. We are also preparing to put out a request for quotes in order for the road into the New Hope Solid Waste site to be repaved. We have had many issues with potholes forming. We are currently working with Engineering to develop this RFQ.

### Easements

- Maintained the County owned easements. Note that this work is time consuming even under previous 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 past years work has gotten slightly better, but we are having to devote more in house personnel to this task. This is a short term solution. We have also been working on getting our herbicide/pesticide program in place to assist with frequency and invasive species to try and cut back on the amount of work. I have requested a

forestry cutter for the skid steer for FY-24. This equipment will assist greatly with our easement maintenance.

## Parks

- **All Parks** - We have been successful in maintaining 6 parks to a high level. We continue to make improvements for the guest, some of which are seen and other improvements are unseen.
- **Natural Chimneys Park** – There were many dangerous trees removed from the park last year. We contracted with Williams Brothers Tree and Lawn to remove 36 trees, trim several trees and grind many stumps throughout the park and campground. This work was funded through the maintenance operating budget and cost \$12,500.
- **Natural Chimneys Park** – Mr. Slaven, through his infrastructure account, funded a project that entailed replacing the fencing around the maintenance shop. This project was completed by L & O Fencing at a total cost of \$18,000.
- **Natural Chimneys Park** – Mr. Slaven, through his infrastructure account, funded a project to have the removal of the old log cabin and the ranger house located on the property near the chimneys. This project came in at a total cost of \$12,300, and has increase the green space around the chimneys lawn area. We have received many complements on the new area.
- **Natural Chimneys Park** – Mr. Slaven and Mr. Morelli, through their infrastructure accounts, funded the replacement of 4 toilets in A and B Bathhouses. These higher height toilets came in at a cost of approx. \$2,800.
- **Natural Chimneys Park** – Through the RFQ process, we have contracted the replacement of several roofs at the park. These roofs include shelters 1, 2, 3, 4, the water filter shed roof, Roadside well pump house roof, and a shed in the maintenance shop yard. The total cost of the project low bid is \$63,623, with Sustainable Solutions out of Harrisonburg winning the contract. Other bids totals were \$85,986, and \$107,907. This project is slated to start in Jan. 2023 and be completed by April 2023.
- **Natural Chimneys Park** – The water tank at NC Park that provides potable water to campers and guest, is slated to have an interior renovation done in the 2023 calendar year. We are in the process of developing an RFQ, with hopes of this work being completed once the park closes for the season October 31, 2023.
- **Stuarts Draft Park** – Replaced the bar grating bridge over the spillway for the walking trail. This project was completed by staff, and the supplies were purchased from Industrial Fabricators of VA at a cost of \$1,640.
- **Stuarts Draft Park** – Removed a large section of the juniper shrubs near the pool in order to minimize the maintenance in that area of the park. This work was completed by staff.
- **Trails at Mill Place** – Repaired the walking trail pavement due to someone building a fire on the pavement in one area and repairing edge cracking in another section of the trail. This work was completed by Moffett Paving at a cost of \$2245.
- **Trails at Mill Place** - Pressure washed and sealed the walking trail bridge to help extend the life of the materials.

## Government Buildings

- **OSHA/DOLI** – Replaced the east HVAC roof top unit. This unit was depreciated out in the capital depreciation schedule. The unit had a compressor failure that would have cost around \$5,000 to repair. We opted to replace the entire unit at a cost of \$23,500. We added dehumidification controls within the

unit, as the previous unit had been retrofitted. This work was completed by Young's Mechanical Solutions under emergency procurement guidelines, and was completed on time on budget.

- **Government Center** – Activities Room – Replaced the HVAC roof top unit. This unit was depreciated out in the capital depreciation schedule. The unit had developed a bad compressor that would have had a replacement cost of \$3745. We decided to replace the entire unit at a total cost of \$11,155. This work was completed by Young's Mechanical Solutions under emergency procurement guidelines, and was completed on time on budget.
- **Government Center** – ECC Server Room – Replaced Fujitsu Split unit. This unit was depreciated out in the capital depreciation schedule. The unit had a reoccurring refrigerant leak issues. We decided to replace the unit as this space is considered critical and would be difficult with an outage for a prolonged period of time. The unit was replaced with a Mitsubishi P type Ductless Split unit by Young's Mechanical Solutions for a total cost of \$9,275. This project came in on time and on budget, and was procured utilizing emergency procurement guidelines.
- **Government Center** - Replaced compressor motor in McQuay Chiller #2. This is the second of two compressors due to be changed for this chiller. The RFQ process was utilized for procurement of this work. Young's Mechanical Solutions was the lowest quote at \$27,000. The other two quotes received were \$32,450 and \$50,410. This work was completed on time and on budget. Moving forward with this chiller that works in tandem with a second chiller to serve the Government Center, if we have more issues, I would recommend total chiller replacement.
- **All Facilities** - We continue to install I-Wave bipolar ionization units on each of our HVAC equipment. We have completed all of the buildings with the exception of the Government Center. We plan to get the remainder of the Government Center completed in CY-23
- **Circuit Court** - Removed the two large Zelcova trees from the front lawn. These trees were showing signs of girdling roots, affecting the health of the trees. This work was completed by Williams Brothers Tree and Lawn service at a cost of \$5,750. The lawn has been reseeded with grass.
- **Circuit Court** - Cleaned and sealed the brick pavers in the front of the Circuit Court building. We had to make repairs to many of the joints between the pavers. Since the trees have been removed, we anticipate this area staying much cleaner moving forward.
- **Circuit Court** - Staff has worked through a work list provided by Mr. Landes, with maintenance request, and to date we have completed all items on the list that are attainable.
- **Sheriff's Office** - We continue to monitor the humidity levels at the Sheriffs Office facility. The improvements that have been made including the addition of dehumidification to the existing units, the limiting of the economizers, and the chair mat venting have improved the air quality greatly. We will continue to monitor, as we feel there is still work to be done to make this facility better.
- **District Court** - 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.
- **Animal Shelter** – We have assisted the SVASC with several different issues since the County took over fiscal agent responsibilities in July. We have helped with HVAC issues, plumbing issues for the animal waste system, and the domestic waste system, as well as general maintenance of the facility.

**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.
- Provide educational opportunities for employees in order for them to expand their knowledge in the maintenance line of work.
- Complete Natural Chimney Park/Campground roof replacement for shelters, roadside well house, water treatment shed, and maintenance shed.
- Replace 4 more toilets at NC Park/Campground at the request of Mr. Slaven.
- 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 New Hope site.
- Repave road leading to the New Hope Solid Waste site.
- 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.
- 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 Government Center renovations, Animal Shelter project, Storm Sewer project, and Courthouse project.

**Contact Information:**

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Director of Facilities Management  
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Verona, VA 24482  
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**41020-HIGHWAYS ROADS  
BUDGET REQUEST**

<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
22-23 Revised	FY23+24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
<b><u>3325 - REPLACEMENT &amp; SUPPLIES - ST SIGNS</u></b>						
Materials and equipment to maintain, repair, and install street signs and other sign requests.						
<b><u>8001 - EQUIPMENT</u></b>						
		\$ -	\$ -	\$ -	\$ -	\$ -
<b>Department Total: \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ -</b>						
<b>Payroll Total: n/a n/a n/a n/a n/a n/a</b>						
<b>Grand Total: \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ 20,000 \$ -</b>						

**41040-STREET LIGHTS  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -
<b><u>5100 - ELECTRIC SERVICES</u></b>						
Monthly bills for streetlights, includes Mill Place fountain						
Department Total:		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -
Payroll Total:		n/a	n/a	n/a	n/a	n/a
Grand Total:		\$ 121,000	\$ 121,000	\$ 121,000	\$ 121,000	\$ -

**42010-SANITATION WASTE REMOVAL  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ -
		\$ 20,000				
<b>3311 - LEASE PAYMENTS</b>						
Deerfield(Cale)		\$ 180	\$ 19,703	\$ 19,753	\$ 19,753	\$ -
Sherando expires 07/28/2025		1,800				
no increases						
Deerfield(Hoy Stevens) 7-1-2023 revised to \$550		500				
Churchville(Churchville Marketplace) exp 12/31/2023		13,087				
Greenville(Luck) expires 05/01/2026		4,136				
No increases						
		\$ 19,703				
<b>3322 - CONTAINERIZATION PROGRAM - CONTR.</b>						
Contract with BTS (new contract Feb 2023) for hauling from sites to landfill. 5 year contract began Feb 2023.		\$ 683,000	\$ 699,000	\$ 722,160	\$ 722,160	\$ -
Contract includes monthly fuel adjustment.						
<b>3500 - AUGUSTA COUNTY CLEAN UP</b>						
Annual event includes hauling of additional dumpsters and tires.		\$ 15,000	\$ 15,000	\$ 23,981	\$ 23,981	\$ -
<b>3800 - SANITARY LANDFILL #1 - CONTRACT</b>						
Includes daily operations and ground water monitoring at Landfill. Amount from landfill budget.		\$ 1,251,302	\$ 1,285,755	\$ 1,399,945	\$ 1,399,945	\$ -
<b>3900 - LEACHEATE EXPENSES</b>						
Based on landfill budget.		\$ 55,027	\$ 55,124	\$ 55,248	\$ 55,248	\$ -
<b>5100 - ELECTRIC SERVICES</b>						
Electric services at compactor and recycle sites.		\$ 8,807	\$ 8,807	\$ 8,807	\$ 8,807	\$ -
<b>Department Total:</b>		\$ 2,052,839	\$ 2,103,389	\$ 2,249,894	\$ 2,249,894	\$ -
<b>Payroll Total:</b>		\$ 335,691	\$ 347,034	\$ 380,380	\$ 380,380	\$ -
<b>Grand Total:</b>		\$ 2,388,530	\$ 2,450,423	\$ 2,630,274	\$ 2,630,274	\$ -
			Personnel inclds. Adding New hope			



**42020-RECYCLING PROGRAM  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
						\$ -
<b><u>3310 - MAINTENANCE &amp; UP-KEEP OF SITES</u></b>						
To replace or repair decks, rails, painting of containers, etc.						
<b><u>3322 - HAULING RECYCLING CONTAINERS</u></b>						
Based on contract for trash hauling services. Includes monthly fuel adj.						
		\$ 149,000	\$ 152,000	\$ 156,000	\$ 156,000	\$ -
<b><u>3323 - PAYMENTS FOR RECYCLING</u></b>						
* H&R - Recycled Paper	\$1,800	6,000	17,300	17,300	17,300	-
*Sunoco - Cardboard, mixed paper, aluminum, metal cans	15,500					
	\$17,300					
<b><u>3600 - RECYCLING COMMITTEE</u></b>						
Recycling Containers	\$ 200	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,000	\$ 600
Hazardous Waste Event	1,000					general cut
Public School Grants	1,200					
Misc. Signs at Compactor Sites	1,150					
Funds for event booths	50					
(Moved from 82010)	3,600					
	\$	\$	\$	\$	\$	\$
<b>Department Total: \$ 158,600 \$ 172,900 \$ 176,900 \$ 176,300 \$ 600</b>						
<b>Payroll Total: n/a n/a n/a n/a n/a</b>						
<b>Grand Total: \$ 158,600 \$ 172,900 \$ 176,900 \$ 176,300 \$ 600</b>						

**43010-FACILITIES MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
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22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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**3310 - BUILDING MAINTENANCE - SERVICE CONTRACTS**

Building Maintenance Service Contracts:

Elevators	\$	30,000	\$	30,000	\$	149,000	\$	-
Fire Extinguishers includes Additional from P&R	\$	3,250	\$	3,250				
Fire Alarm and Ansl Systems	\$	5,000	\$	5,000				
Annual Sprinkler Systems	\$	7,800	\$	7,800				
Fire Alarm Monitoring Circuit	\$	400	\$	500				
Security Monitoring District Court	\$	400	\$	400				
Generator Yearly PM	\$	4,700	\$	6,900				
ACFR-ECC-Sheriff-								
Pest Control (Increase in cost and addition of Extension Office quarterly)	\$	2,500	\$	3,400				
Kitchen Hood Inspections (Company 25 and Government Center)	\$	500	\$	500				
Janitorial Services (H&R-ACSO, T & A Cleaning -District Courts public	\$	20,000	\$	20,000				
Automatic Door PM Contract -G'Center, Sheriffs Office, DSS	\$	2,200	\$	2,200				
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	\$	1,500	\$	1,500				
Back Flow Testing	\$	2,500	\$	2,800				
District Court Private Area Cleaning(OFFSET BY VACANT CUSTODIAL PC	\$	28,000	\$	28,000				
COVID Cleaning- District Court	\$	48,000	\$	24,000				
Removed OSHA-E:	\$	170,050	\$	149,550				
	\$		\$	173,500	\$	148,000	\$	149,000

**3320 - GROUNDS MAINTENANCE SERVICE CONTRACTS**

i.e. annual service contracts

Irrigations Systems	\$	2,800	\$	2,800				
Augusta Springs Park Septic	\$	400	\$	400				
Turf Treatment @ Govt Ctr, etc.	\$	-	\$	-				
Grounds keeping @ Govt Ctr (added 2.5% cpi FY-24)	\$	4,500	\$	4,500				
Deerfield Park caretaking & mowing	\$	27,000	\$	27,675				
Mowing contracts (east, west and Natural Chimneys-added 2.5% cpi F)	\$	4,500	\$	4,500				
Portable toilets (Deerfield, Stuarts Draft, special events)	\$	112,330	\$	115,338				
	\$	3,500	\$	3,500				
	\$	-	\$	-				
Natural Chimneys toilets	\$	500	\$	500				
	\$	-	\$	-				
	\$	-	\$	-				
	\$	155,530	\$	159,213				
	\$		\$	155,000	\$	155,000	\$	159,000

**43010-FACILITIES MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original FY 22-23	Revised FY 22-23	Request FY 23-24	County Admin. Recommendations FY 23-24	Difference
<b>3325 - BUILDING - CONTRACTED REPAIR AND MAINT.</b>						
Contracted Repairs and Maintenance						
Includes contracted repair work on Generators, Boilers HVAC units, electrical, plumbing, etc.	35,000	35,000	35,000	35,000	35,000	-
<b>5100 - ELECTRIC SERVICES</b>						
County properties (G'Center-DOLI-Sheriff-ACFR-Courts-Zapton-misc.	333,000	380,000	397,000	397,000	370,000	27,000 general cut
Verona Elementary/Deerfield	6,437					
Parks and Rec facilities - SD and Augusta Springs Parks	7,488					
Natural Chimneys	26,032					
Construction Work - G'Center Renovation Project	3,500					
New Addition Parks and Rec./Veranda - Complete 12-2023						
<b>NOTE: Revised and FY-24 includes a 4.3% increase due to inflation</b>	376,457					
	\$ 396,731					
<b>5102 - HEATING SERVICES</b>						
County properties	80,000	80,000	80,000	80,000	80,000	-
	\$ 80,000					
	\$ 80,000					
<b>5103 - WATER &amp; SEWER SERVICES</b>						
County properties	23,520	28,000	32,000	32,000	28,000	4,000 general cut
Verona Elementary	4,000					
Parks and Rec facilities (includes SD pool refilling)	3,000					
	30,520					
	\$ 31,500					
<b>5104 - REFUSE COLLECTION CHARGES</b>						
Contracted trash collection Includes Natural Chimneys	45,000	45,000	35,000	35,000	35,000	-
	\$ 45,000					
	\$ 45,000					
<b>5105 - STORMWATER MAINTENANCE</b>						
City of Staunton and Waynesboro stormwater charges		5,500	5,500	5,500	5,500	-
	\$					
<b>5203 - TELEPHONE SERVICES</b>						
		4,200	6,900	7,000	6,000	1,000 general cut
	\$					

**43010-FACILITIES MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$	\$	\$	\$	\$
<b><u>5300 - INSTITUTIONAL &amp; FACILITY INSURANCE PREMIUMS</u></b>		88,000	88,000	88,000	88,000	-
Property, general liability and contents insurance for majority of County properties						
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>		\$	\$	\$	\$	\$
<b><u>5501 - TRAVEL EXPENSES</u></b>		\$	\$	\$	\$	\$
Certified Pool Operator - (5Yr.) \$500 per employee X1 FY-24	500	9,000	8,897	9,000	9,000	-
Bucket Truck Training- Two new employees-shared with ACSB FY-23	600	1,600	1,600	1,100	1,100	-
	1,100					
		\$	\$	\$	\$	\$
<b><u>6001 - OFFICE SUPPLIES</u></b>		\$	\$	\$	\$	\$
General Office Supplies - pens pencils, markers, paper, ect.	500	500	1,800	2,800	3,000	-
Ink/Toner	700	700				
Xerox copier/printer contract	1,825	1,587				
		\$	\$	\$	\$	\$
		2,787	3,025			
<b><u>6005 - JANITORIAL SUPPLIES</u></b>		\$	\$	\$	\$	\$
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				
<b><u>6006 - REPAIR &amp; MAINTENANCE WATER/SEWER</u></b>		\$	\$	\$	\$	\$
Natural Chimneys water filtration system		4,000	3,000	4,000	4,000	-
<b><u>6007 - BUILDING REPAIR &amp; MAINTENANCE SUPPLIES</u></b>		\$	\$	\$	\$	\$
General maintenance items for employees to complete work						
Buildings		34,500				
Parks		3,500				
Natural Chimneys		5,000				
		\$	\$	\$	\$	\$
		43,000				
<b><u>6008 - VEHICLE &amp; POWERED EQUIPMENT - FUEL</u></b>		\$	\$	\$	\$	\$
Building		10,000	26,000	37,500	31,000	6,500
Grounds		20,000				
Natural Chimneys (off-road fuel Mowers)		3,500				
Off Road Diesel - Equipment and Generators		4,000				
		\$	\$	\$	\$	\$
		37,500				

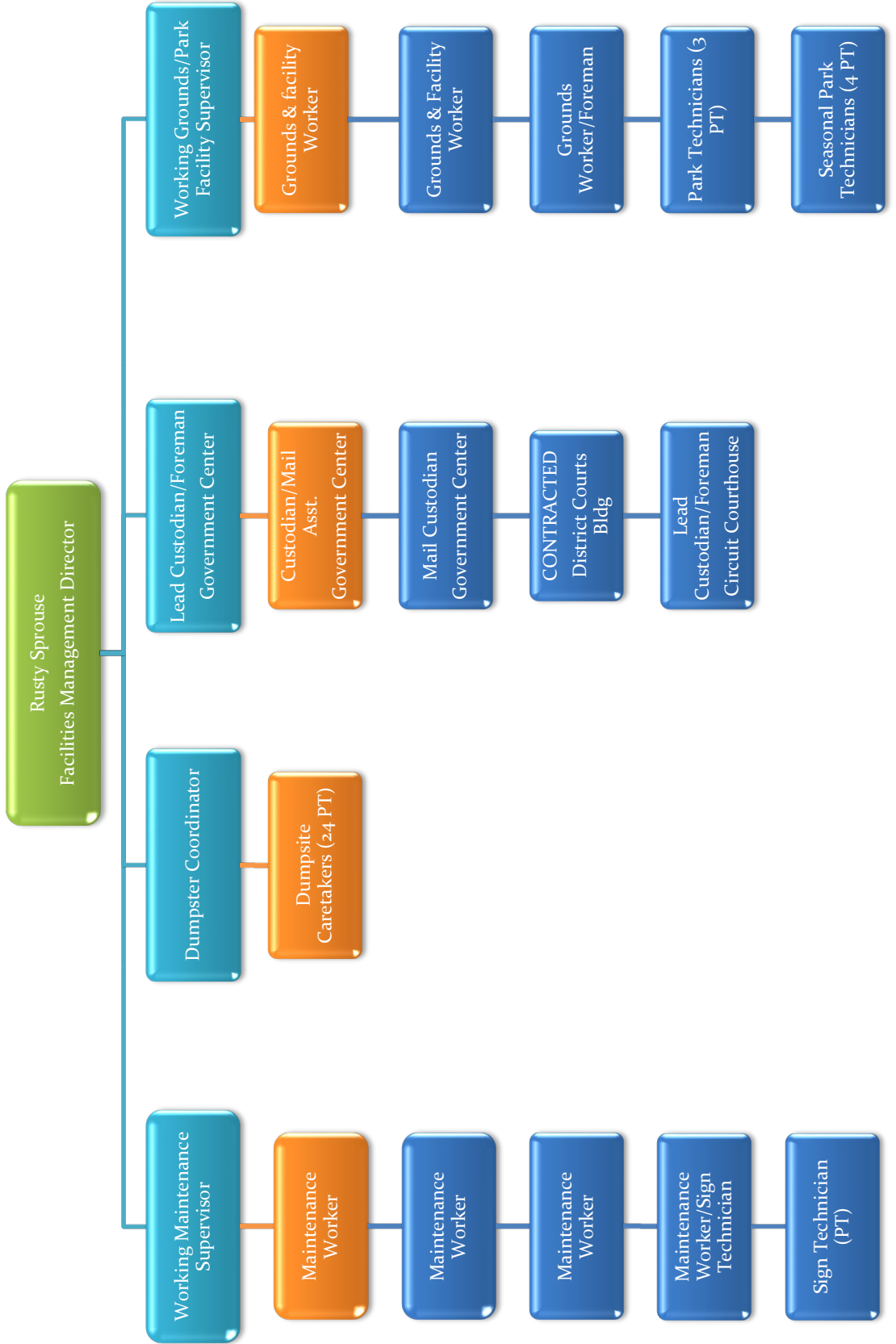
**43010-FACILITIES MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
<b>6009 - VEHICLE MAINTENANCE &amp; SUPPLIES - FLEET</b>						
Building maintenance	\$ 5,000	\$ 5,500	\$ 9,000	\$ 11,500	\$ 10,000	\$ 1,500
Grounds maintenance	6,000	6,000				general cut
	<u>\$ 11,000</u>	<u>\$ 11,500</u>				
<b>6010 - POWER EQUIPMENT MAINTENANCE &amp; SUPPLIES</b>						
i.e. weed eater cord, mower blades, small engine repair	\$ 2,500	\$ 3,500	\$ 13,000	\$ 15,000	\$ 14,000	\$ 1,000
Service work on (2) Ventrac's, backhoe, etc.	10,500	11,500				general cut
Building	<u>\$ 13,000</u>	<u>\$ 15,000</u>				
Grounds						
<b>6011 - WEARING APPAREL</b>						
Uniforms, boots, etc. - full-time employees	\$ 600	\$ 600	\$ 10,800	\$ 10,800	\$ 10,800	\$ -
Natural Chimneys Seasonal Park Attendants and seasonal PT Summer	9,800	9,600				
Building and Grounds	600	600				
Special Event Tees - \$500.00 (NC and SD Parks)	<u>\$ 11,000</u>	<u>\$ 10,800</u>				
<b>6012 - REPAIR &amp; MAINTENANCE - SHOP/EASEMENTS</b>						
Grounds maintenance of county owned easements	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Includes Mill Place						
<b>6013 - REPAIR &amp; MAINTENANCE/POOLS</b>						
Natural Chimney's Pool	\$ 5,500	\$ 5,500	\$ 9,500	\$ 10,500	\$ 10,500	\$ -
Stuarts Draft Pool	5,000	5,500				
	<u>\$ 10,500</u>	<u>\$ 11,000</u>				
<b>6014 - GROUNDS REPAIR &amp; MAINTENANCE SUPPLIES</b>						
Road Salt, Bag Salt, Mulch, stone, tree trimming, etc.	\$ 21,000	\$ 21,000	\$ 24,500	\$ 27,000	\$ 27,000	\$ -
County owned grounds	6,000	6,000				
Natural Chimneys	<u>\$ 27,000</u>	<u>\$ 27,000</u>				
<b>6016 - REPAIR &amp; MAINTENANCE - SHOP/GENERAL</b>						
Small tools, gloves, safety glasses, etc.	\$ 4,000	\$ -	\$ 5,500	\$ 5,700	\$ 5,500	\$ 200
Target Solution Subscription	1,700	-				general cut
	<u>\$ 5,700</u>	<u>\$ -</u>				

**43010-FACILITIES MANAGEMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. <u>Recommends</u>	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>6017 - INFRASTRUCTURE &amp; UTILITIES/NATURAL CHIMNEYS</b>						
Replacement and large repairs for infrastructural items i.e. water lines, power pedestals, etc. )	0	9,000 \$	9,000 \$	9,000 \$	9,000 \$	-
<b>8001 - EQUIPMENT</b>						
For replacement of larger equipment - i.e. mowers, weed eaters, snow plows, chain saws, drills, tool boxes, etc.						
1- Mini Excavator-NC Park and other projects- <b>dispose of backhoe</b>	\$ 58,592	\$ 8,000	\$ 80,939	\$ 8,000	\$ 8,000	-
2- 14K Dump Trailer-NC park and other projects- <b>dispose of backhoe</b>	12,112					
3- One JD Zero Turn mowers with chute blockers- <b>dispose of Bad Boy N</b>	12,529					
4- Makita corded Breaker Hammer - <b>Dispose of gas powered breaker</b>	2,235					
5- Fecon Forestry Head for skid steer to help with easements Yearly Equipment Allowance	22,370					
	8,000					
	\$ 115,838					
Total						
		\$ 1,209,900	\$ 1,283,436	\$ 1,226,600	\$ 1,182,400	\$ 44,200
Department Total:		\$ 1,035,121	\$ 1,001,206	\$ 1,051,815	\$ 1,042,911	\$ 8,904
Payroll Total:		\$ 2,245,021	\$ 2,284,642	\$ 2,278,415	\$ 2,225,311	\$ 53,104
Grand Total:						

# Facilities Management Organizational Chart



**Augusta County  
Fiscal Year 2023-2024  
Departmental Budgets by Function  
Health & Public Assistance**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Health Department	\$ 579,123	\$ 628,127	\$ 628,127	\$ 719,687	15%
Tax Relief for the Elderly	348,406	363,115	363,115	360,833	-1%
<b>Total Health &amp; Public Assistance</b>	<b>\$ 927,529</b>	<b>\$ 991,242</b>	<b>\$ 991,242</b>	<b>\$ 1,080,520</b>	<b>9%</b>





# 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

	<b>FY 2022 Expenditures</b>	<b>FY 2023 Adopted</b>	<b>FY 2023 Revised on LGA, due to vacancies</b>	<b>FY 2024 Recommended</b>	<b>FY 2024 Requested</b>	<b>% Change from FY2022</b>
County Funding	\$579,123	\$628,127	\$619,436	\$719,687	\$719,687	14%

**Service and Performance Measures:**

<b>Item (routine)</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Actual</b>
Septic Permits Issued	302	292
Well Permits Issued	179	193
Food Inspections	184	171
Milk Processing Inspections	35	34
Installed alternative on-site sewage	232	694
Tourist establishments	22	35
Patient Visits	COVID OTHER STATS UNAVAILABLE	COVID OTHER STATS UNAVAILABLE

**Contact Information:**

Dr. Elaine Perry, Health Director  
Phone: 540-332-7830  
Email: Elaine.perry@vdh.virginia.gov

**51010-HEALTH DEPARTMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 628,127	\$ 628,127	\$ 719,687	\$ 719,687	\$ -
<b>5601 - CONTRIBUTION TO STATE HEALTH DEPT</b>						
Includes services for medical, sanitation and milk inspections						
		\$ 628,127	\$ 628,127	\$ 719,687	\$ 719,687	\$ -
		n/a	n/a	n/a	n/a	
		\$ 628,127	\$ 628,127	\$ 719,687	\$ 719,687	\$ -

# 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	FY2021 - 2022 Expenditures	FY2022 – 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$348,406	\$363,115	\$363,115	\$360,833	-0.6%

\*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**

<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 363,115	\$ 363,115	\$ 360,833	\$ 360,833	\$ -
<b><u>5799 - TAX RELIEF FOR THE ELDERLY</u></b>						
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)						
<b>Department Total:</b>		\$ 363,115	\$ 363,115	\$ 360,833	\$ 360,833	\$ -
<b>Payroll Total:</b>		n/a	n/a	n/a	n/a	n/a
<b>Grand Total:</b>		\$ 363,115	\$ 363,115	\$ 360,833	\$ 360,833	\$ -

**Augusta County  
Fiscal Year 2023-2024  
Departmental Budgets by Function  
Cultural**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Parks & Recreation	\$ 688,563	\$ 930,685	\$ 908,870	\$ 926,627	0%
Library	1,636,488	1,678,937	1,765,655	1,776,836	6%
<b>Total Cultural</b>	<b>\$ 2,325,051</b>	<b>\$ 2,609,622</b>	<b>\$ 2,674,525</b>	<b>\$ 2,703,463</b>	<b>4%</b>



Photo provided by Augusta County Parks and Recreation



# 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 is held primarily at the Stuarts Draft pool. This park has also hosted over the years popular award-winning special events such as the Sweet Dreams Festival, Draft Days, Movie Nights, and the 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 2023 that include more convenient vehicle access to the riverside and a new boat launch. The Crimora Community Center, leased to and operated by the local Ruritan Club, and two lighted baseball fields, sub-leased to and operated by the Crimora Baseball Association, are at the entrance to the park.

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

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

Also in 2010, the County acquired Natural Chimneys Park and Campground—the department's largest and most popular park. Located in Mt. Solon, this 135 acre park offers many recreational opportunities to county citizens and other visitors from across the state and nation. It features the towering limestone formations for which it is named, trails, picnic shelters, a performance stage, a swimming pool, seasonal access to the North River, and a

very popular seasonal campground that is experiencing its fourth generation of campers. Both day visitors and those who choose to stay overnight in the campground find plenty of space and opportunities for recreation, relaxation and fellowship. The facility is managed by Department staff. This park's annual remote operation, including the available camping program, has been designed to be at least revenue neutral since it was gifted to the County by the now-dissolved Upper Valley Regional Park Authority. Since being gifted the park, the County has invested more than 1.5 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. 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 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 is 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 was installed just prior to its grand opening in April of 2022. Maps included in the kiosk show additional upstream (Basic Park in the City of Waynesboro) and downstream (Crimora Park) launch sites along the South River.

Prior to the conclusion of FY2024, the department is anticipating moving into new offices and activity space that are being constructed on the existing south end of the Government Center building during 2023. This new space will provide more than 2,400 square feet of modern and newly furnished space for a variety of recreational programs at a very central location for County citizens. The department will also have more than 1,600 square feet of easily accessible and well organized storage space for its recreational equipment and supplies valued at more than \$25,000. This new construction is part of more than \$3.1 million worth of renovations taking place at the Government Center in 2023-2024.



## Strategic Goals and Objectives:

- Successfully move into new office space at the south end of the Government Center and be settled comfortably by April 2024. Use the new activity rooms and space extensively by conclusion of FY24, for existing programs and new offerings.
- Secure funding and then execute a replacement plan for 170 picnic tables and 170 campfire rings within the campground 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.
- Purchase the necessary equipment and implement 'bar-code/UPC' technology in our camp store operations at Natural Chimneys Park.
- 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.
- Continue to replace park signage as it needs with the newer County logo replacing the department's previous logo.
- Shape, form and build a 'programming environment' for the new activity rooms and space.
- Construct a Recreational Programming Plan/Vision for the next 2-3 years based on current trends, current offerings, past successes, and assessment of where there are gaps or voids in our offered programming. This plan would also identify the key resources need to fulfill the plan.
- Continue to provide staff with training and education for our RecTrac software through department wide in-services and virtual classes. These efforts improve every staff member's efficiency and ability to manage all details of our annual operations.
- Continue to grow the department's 'market presence' for its varied recreational opportunities through an aggressively distributed seasonal publication (Activities Guide). This would serve as a County newsletter/news-piece of sorts for all County citizens. 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.
- Continue to work with Balzer & Associates on a plan for possible renovations to existing facilities and amenities, and future development of new amenities at Stuarts Draft Park. Distribute community surveys and facilitate engagement opportunities on all of our media platforms. Prior to surveying the community, Balzer & Associates, county staff, and specific stakeholders and/or their representatives, including members of the Parks & Recreation Commission will meet to gauge interest and gain valuable feedback in regard to what priorities are moving forward. Most things being considered are existing amenity improvement or expansion or enhancement, and/or relocation along with new, additional amenities. Additional land acquisition of expansion of the park is not currently being included or considered.
- 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.
- 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.

- 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.
- 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.
- 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.
- 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.
- 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$529,769	\$647,785	\$544,514	\$576,313	-11.0%
Operating	158,794	282,900	364,356	350,314	23.8%
<b>Total</b>	<b>\$688,563</b>	<b>\$930,685</b>	<b>\$908,870</b>	<b>\$926,627</b>	<b>-0.4%</b>

\*Decrease in personnel are due to the elimination of the Kid’s camp which significantly reduced salary and wages for the overall budget. Operating increased due to the continued rebound of programming from the effects of the pandemic and the addition of state funding to the budget that is earmarked for outdoor recreation or forest preservation (Berry farm).

**Service and Performance Measures:**

Item	2022 Actual
Programs Offered	n/a
Programs Realized/started	n/a
Participants	n/a
Participation Hours	n/a

*Still significantly affected by the pandemic when compared to years prior to 2021. Returning to those program numbers and participation numbers will take some time as well as reinvestment of resources. Also, the department has 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 200 sessions of open swim at our pools during the summer of 2022. To this matter, the Department is working on developing an improved statistical reporting format that takes all into consideration. For the time being please refer to the attached/included.*

### **Accomplishments:**

- For the sixth straight year, maintained an 80% plus success rate/percentage for offered programs over the entire FY22, albeit still emerging and recovering from the pandemic. This six-year period is the department's greatest success percentage ever and speaks to the focus on staff efficiency and meeting citizens' interests.
- Opened a public river access to the South River at Dooms Crossing. This access includes adequate parking and a beach style boat launch. The recreational portion of this larger project on the river at Dooms Crossing was made possible through a \$100,000 grant from the Dupont Settlement via VA DCR. The grand opening was in 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.
- Hired the Department's first Parks Services Manager and integrated the position into the 'Management Team' that includes the Director and Recreation Manager.
- Assisted in the design and planning for the department's new offices and activity space to be constructed in 2023.
- Reassigned some responsibilities and many programming objectives and directives within the department with the discontinuing of some programming offerings and some staff turnover.
- Hosted a number of Special Events for the greater community including:
  - Draft Days on Saturday, June 8. A new event including a full day of play at Stuarts Draft Park, ten organizations and seven businesses, 5 food trucks and a free showing of the movie, *Sing 2* at sundown with more than 800 attending.
  - Fall Movie Night at Natural Chimneys Park on Saturday, October 8. It was a cold evening that featured 2 local nature conservation organizations as well as 2 food trucks! Over 275 attendees enjoyed lawn games and warmed themselves by 2 small fire pits while the movie, *The Bad Guys*, played.
  - The 2022 Senior Health Fair on Wednesday, November 16 was our first IN-PERSON health fair since the pandemic! The fair featured 45 health and wellness vendors from across the Shenandoah Valley! The Senior Health Fair was funded in part by 8 sponsors providing a total of \$2,800, which helped fund our complimentary refreshment bar, 2 door prizes, and Senior Health Fair Tote bags for all attendees. The fair saw an estimated attendance of more than 250.
  - Clark in the Parks from November 21 through December 20 was a county-wide, hide-and-seek style, month long scavenger hunt! Park staff hides elves in all of our 6 parks, then posts clues on social media for followers to...well...follow! Found elves are returned to our office for prize packs from our sponsors! This year we had 13 sponsors, who provided monetary and in-kind donations

in the amount of \$1070! The event had a total of 36 prize pack winners, and 2 grand prize winners out of a total estimated 180 participants and 80 grand prize entries.

- Hosted 132 picnic shelter/pavilion reservations.
- Purchased and installed 10 new handicap accessible, recyclable plastic picnic tables in shelters at Natural Chimneys Park.
- Granted admission to more than 8,300 people to our swimming pools at Stuarts Draft Park and Natural Chimneys Park in the summer of 2023.
- Fiber internet was installed by Shentel and the County's IT Department at Natural Chimneys Park to provide the Visitor Center with better tools to manage the park, the campground and to help support visitor services and improve connectivity quality with our main offices in Verona as well as park patrons calling into the park.
- Following the third worst Atlantic hurricane season ever in 2021, the department partnered with experts from the Virginia Department of Forestry in order to identify hazardous trees at Natural Chimneys Park which were most likely to come down due to a weather event. In order to minimize the possibility of damage to the campground, vehicles and visitors, staff proactively had several dozen hazardous trees taken down by a license contractor. Once this \$12,000 job was complete, staff worked with local businesses and craftspeople to upcycle the wood for use in furniture, lumber and firewood.
- At the conclusion of FY22 the department had recovered more than 61% of all operating expenses through direct revenue streams. This was an increase of more than 20% over previous FY as a result of emerging from the pandemic. This was more comparable to the FYs prior to 2020 when the department had the ability, for the entire fiscal year, to provide revenue generating programming and making facilities and campsites available for rent and use. All budget goals for FY22 were exceeded.
- Opened a 'camp store' / retail operation in the Visitor Center at Natural Chimneys Park that generated more than \$31,000 in revenue within the first 6 months of operations.
- Staff began efforts with Balzer & Associates to develop a plan for possible renovations to existing facilities and amenities, and further future development of new amenities at Stuarts Draft Park. Most things being considered are existing amenity improvement or expansion or enhancement, and/or relocation along with new, additional amenities.

**Contact Information:**

Andy Wells, Director

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**71010-PARKS RECREATION  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>3201 - FEE BASED PROGRAMS</b>		\$ 10,000	\$ 14,000	\$ 17,000	\$ 17,000	\$ -
Direct leadership cost with all department programs						
<i>*Has averaged about 18-22% of projected</i>						
<i>Rec Fee revenue 016130-0006 over past 6 years less pandemic period</i>						
<b>3205 - CREDIT CARD FEES</b>		\$ 8,800	\$ 16,460	\$ 16,300	\$ 16,300	\$ -
Estimated on past yearly expenditures						
and based on 3.5% of total revenue but higher than pre-pandemic						
More smaller dollar purchases with camp store and limitations						
imposed by Treasurer's office increasing expenses						
Fees better with more secure online trx						
Preferred method of payment (over 96% of all annual trxn)						
<b>*Directly related to total revenue</b>						
<b>3320 - MAINTENANCE SERVICE CONTRACTS</b>		\$ 19,800	\$ 19,300	\$ 27,600	\$ 27,600	\$ -
Virtual Symposium (RecTrac virtual training - prev. in -5501)	800					
Annual maintenance fee & hosting of all (RecTrac & WebTrac)	17,800					
new credit card machines - rentals	1,500					
(\$25/month/device)						
	\$ 19,300	\$ 27,600				
<b>3600 - ADVERTISING</b>		\$ 62,500	\$ 62,500	\$ 66,050	\$ 66,050	\$ -
Quarterly brochure/guide at 54 pgs/run						
@ 40K quantity						
- includes all design, print, postal distrib.	63,600					
- run approx \$21,200/issue (x 3 issues per year NOW)						
3 domains - annual renewal						
Facebook/social med promotions	100					
use of Canva for design purposes	1,000					
Adobe Creative Cloud subscription	350					
Photography	700					
	500					
	500					
	62,650	66,050				
<b>*Historically, P&amp;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</b>						
<b>3800 - CONTRACT SERVICES - LIFE GUARDS</b>		\$ 57,500	\$ 55,998	\$ 63,000	\$ 63,000	\$ -
Contracted services to provide lifeguards for ACPR Pools						
on a seasonal basis; Revised FY is to actual						
<i>*new agreement/new season allowance 10% increase</i>						
<i>Smr'23 =3,100 hrs @ \$21/hr</i>						
<i>NCP Pool</i>						
<i>SDP Pool</i>						
Actl \$ per site						
\$ 24,382	\$ 27,300					
31,616	35,700					

**71010-PARKS RECREATION  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY 23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$ 55,998	\$ 63,000					
<b>5201 - POSTAL SERVICES</b>							
Relying more on digital communication including using our registration software to send confirmations, etc. by email			\$ 500	\$ 500	\$ 500	\$ 500	\$ -
<b>5203 - TELEPHONE SERVICES</b>							
Monthly cost for share of all office phones, incl NCP (\$275x12)	\$ 1,480	\$ 3,300	\$ 10,000	\$ 11,600	\$ 12,000	\$ 12,000	\$ -
Monthly cost for service @ NCP for phone and new fiber (\$430x12)	2,580	5,160					
Monthly cost for share of cell phones and hot spots (\$260x12)	1,560	3,120					
Service calls & enhancements during the year @ NCP in the Visitor Center (Shental picked up most exp)	500	500					
	\$ 5,620	\$ 12,080					
<b>5305 - MOTOR VEHICLE INSURANCE</b>							
4 vehicles; 2 mini-buses			\$ 3,500	\$ 3,336	\$ 3,500	\$ 3,500	\$ -
<b>5501 - TRAVEL EXPENSES</b>							
RecTrac Symposium-Fall '23 registration for 1 staff member	\$ 1,400	\$ -	\$ 4,850	\$ 3,000	\$ 3,700	\$ 3,700	\$ -
RecTrac Symposium-Fall'23 attendance, lodging, meals	800	1,850					
RecTrac Training for staff - Dept wide regis in 'RT University' which allows for online training for all staff on site							
assorted VRPS mini-conferences & trainings across the state (day-trips)	400	800					
Annual Staff Retreat	150	150					
Driver Safety Training	400	400					
First Aid & CPR Training for Bus Drivers and other prg staff	300	500					
	\$ 3,050	\$ 3,700					
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
VRPS agency membership (Director & one)	\$ 250	\$ 250	\$ 2,300	\$ 2,300	\$ 2,300	\$ 2,300	\$ -
VRPS Professional Memberships 8 @ \$75 pr and 3 @ \$60 pr	\$ 750	\$ 750					
NRPA Agency membership up to 10 FT staff and 10 Citizens/Cmsnrs	\$ 700	\$ 700					
NACPRO membership	\$ 90	\$ 90					
Zoom Memberships (\$240 yr x 2)	\$ 500	\$ 500					
VDH Campground Permit	\$ 40	\$ 40					
	\$ 2,330	\$ 2,330					
<b>6001 - OFFICE SUPPLIES</b>							
Monthly lease fees for Xerox (\$400/month) annual calendar order	\$ 4,800	\$ 4,800	\$ 6,300	\$ 6,300	\$ 6,500	\$ 6,300	\$ 200 general cut
	350	350					

**71010-PARKS RECREATION  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
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22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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1,000	1,150					
150	200					
<u>6,300</u>	<u>6,500</u>					

copy paper, pens, pencils, binders, laminates  
\* NCP campstore sales supplies

**6002 - SUPPLIES - CARE PROGRAMS**  
\* Discontinued program  
*\*coordinates directly with revenue item 016130-0007*

**6003 - KIDS CAMP SUPPLIES**  
\* Discontinued program until possible summer 2024  
*\*related directly to revenue item 016130 - 0008*

**6004 - EVENT SUPPLIES**  
Special Events/Programs like Sr Health Fair, Food Truck, also Movie Nights, Clark in the Parks or anything Holiday-related Special Weekend/Holiday programs @ NC Park Draft Days event @ SD Park Accounting for special event/program planning that doesn't fit our traditional model for revenue recovery  
*\*related to revenue items - 0001, 0002, and -0003*

**6008 - VEHICLE & POWERED EQUIPMENT - FUEL**  
Fuel to operate departmental vehicles for transporting program participants and staff on administrative tasks Highly successful bus trips could drastically increase this expense but would also be reflected in increased revenue  
*\*Difficult to forecast @pump costs but have adjusted staff ops to save  
\*related to revenue item -0006*

**6009 - VEH MAINT & SUPPLIES - FLEET VEHICLES**  
4 vehicles and 2 mini-buses w/majority being newer vehicles with good preventative maintenance being performed on them Annual inspections & routine oil changes 2 new tires on Dodge Caravan all new tires on 2017 minibus unexpected repairs on Ford Explorer (much older vehicle)

**6021 - PROGRAM EQUIP & MATERIALS**  
Recyclable supplies such as balls, nets, goals, line paint Lifeguard umbrellas & aquatics activity supplies

\$	\$	\$	\$	\$	\$	\$
-	-	-	-	-	-	-
17,000	17,000	17,000	17,000	17,000	17,000	17,000
20,000	20,000	20,000	20,000	20,000	20,000	20,000
7,500	7,500	7,500	7,500	7,500	7,500	7,500
20,000	20,000	20,000	20,000	20,000	20,000	20,000
7,500	7,500	7,500	7,500	7,500	7,500	7,500
2,500	2,500	2,500	2,500	2,500	2,500	2,500
6,000	6,000	6,000	6,000	6,000	6,000	6,000
1,000	1,000	1,000	1,000	1,000	1,000	1,000
800	800	800	800	800	800	800
2,200	2,200	2,200	2,200	2,200	2,200	2,200
5,600	5,600	5,600	5,600	5,600	5,600	5,600

**71010-PARKS RECREATION  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
First Aid supplies	300						
Event apparel & safety-wear for staff	-	400					
Event equipment (parking markers, storage totes, etc.)	400	700					
Event signage (banners, Aframe inserts, etc.)	500	750					
Park signage (replacement & new)	2,000	1,500					
	\$ 5,000	\$ 5,600					
<b>6024 - ADULT PROGRAM SUPPLIES</b>			\$ 29,000	\$ 88,000	\$ 49,300	\$ 49,300	\$ -
Includes all supplies that are consumed in our programs: trophies, admission tickets, chartered busses, class supplies							
<i>*Historically (last 8 years less pandemic) been at 52-58% 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>							
<b>6028 - RESALE ITEMS</b>			\$ 14,000	\$ 18,000	\$ 19,000	\$ 19,000	\$ -
Includes all products purchased with the intent to resale							
<i>*Revs'd FY23 requested is 66% of projected revenue in item 016130-0005 and New FY24 request is conservative at 63% Should continue to decrease as % of revenue with increasing profit margins now that store is established with inventory and stock to sell</i>							
<b>6029 - FOREST SUSTAINABILITY EXPENSES</b>			\$ -	\$ 24,164	\$ 24,164	\$ 24,164	\$ -
funds received from the state New in FY23. Must be spent on outdoor recreation or forest sustainability							
<b>8001 - EQUIPMENT</b>			\$ 850	\$ 3,347	\$ 9,500	\$ 4,000	\$ 5,500
retrofitting buses for safety camera install							
New VOIP phones (Carolina Digital) and hardware for NCP-VC							
#2 larger monitors for work stations (necessary with Rectrac)							
#3 new charcoal grills (replacement) for shelters @ NCP							
AED units for SDP and NCP pools, NCP Visitor Center, and NCP Shop							
\$2,000 each x 4 locations							
#2 scanners, #2 receipt printers, and #1 barcode generator for Camp Store operations @ NCP							
	\$ 1,850	\$ 1,500					
	\$ 1,850	\$ 9,500					

Moved NC equipment to revised cut 2 AED's



**71010-PARKS RECREATION  
BUDGET REQUEST**

Detail      Detail      Original      Revised      Request      County Admin. Recommendations      Difference

22-23 Revised      FY23-24      FY 22-23      FY 23-24      FY 23-24

**8002 - FURNITURES & FIXTURES**

new office/desk chairs      #2 x \$275 each

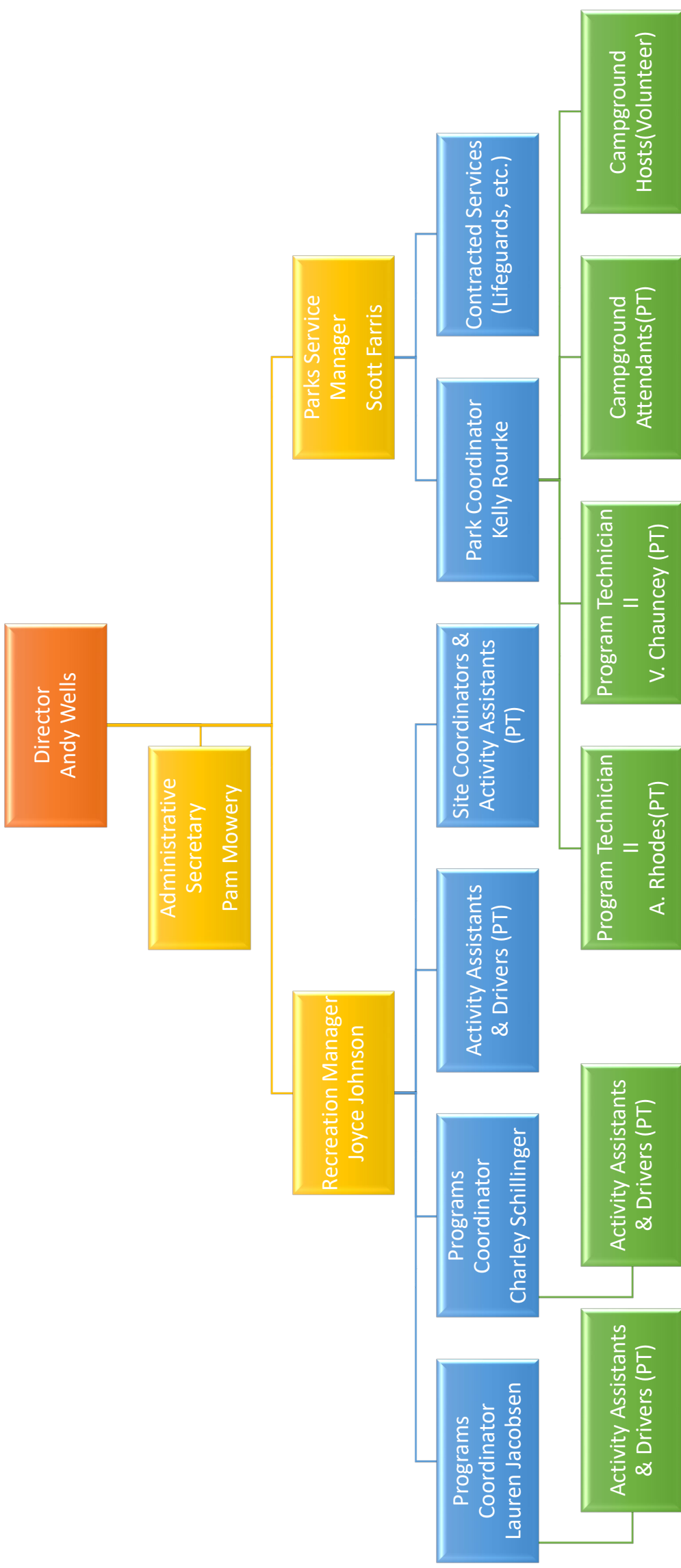
\$	551	\$	-	\$	551	\$	-	\$	-
\$	551	\$	-	\$	551	\$	-	\$	-

**8003 - COMPUTER SOFTWARE**

Department Total:	\$	282,900	\$	364,356	\$	356,014	\$	350,314	\$	5,700
Payroll Total:	\$	647,785	\$	544,514	\$	580,765	\$	576,313	\$	4,452
Grand Total:	\$	930,685	\$	908,870	\$	936,779	\$	926,627	\$	10,152

\* personnel includes reclass

# 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 community members.

## **Department Overview:**

Since opening to the public in 1977 from a small building in the Woodrow Wilson School complex, the Augusta County Library has grown into a service-oriented system with seven libraries 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, and 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.

## **FY 2022-2023 Overview:**

Augusta County Library enjoyed a sense of normalcy, progress, and growth as we learned how to live alongside COVID and provide our community with the public services they have come to expect. We were able to remain consistently open, at full capacity to the relief of not only our patrons but also staff who missed interacting with the community regularly. Not only were our buildings and full collections available to the public, but we were able to provide regular programming. Through the purchase of portable air purifiers that provided an added layer of protection for program participants and staff, we were able to provide indoor programming focusing on building relationships and providing opportunities for learning and social interaction for all ages.

Spring of 2022 we opened our meeting rooms, allowing community members to reserve space for meetings, community-led classes, and even ensemble practices. Computer and wifi usage remains high and continues to increase at all of our locations, both onsite at our seven locations, as well as in a lending capacity with our mobile hotspot program, which we were able to increase availability through ARPA funds provided by the Library of Virginia.

Over the course of the last fiscal year, Augusta County Library was awarded \$3,000 for a Libraries Transforming Communities grant through the American Library Association with a focus on determining the needs of our aging population. Through this grant, we spoke with community members to identify challenges that they experience in relation to aging family members. An area that was identified as a priority was supporting adult caregivers and individuals experiencing memory loss. We were able to purchase several memory kits with the grant funds to provide meaningful opportunities for participants to engage in memory recall activities. These have been a huge success both with our Augusta County Library patrons, and other Valley Library Connection Libraries: Waynesboro Public Library and Staunton Public Library. We continue to purchase additional kits to supplement what we currently have.

As we continue to move forward with providing access to resources for the residents of Augusta County Library, we are filled with optimism and excitement for the number of opportunities that present themselves for partnerships, outreach, accessibility, and greater impact on the quality of life for Augusta County residents.

**FY 2022 - FY 2023 Accomplishments:**

- Provided outreach and access to books at two assisted living facilities
- Successful implementation of two grants: Libraries Transforming Communities grant (\$3,000) and Sci-Fi writers grant (\$500)
- Strengthened partnerships with Valley Program for Aging Services, provided meeting room space for meetings for seniors
- Partnered with the Virginia Health Department to provide free COVID test kits for community members at all seven locations and with Augusta Health to provide space for vaccine clinics throughout the county
- The only library in the SAW area to provide indoor programming until Fall 2022.
- Worked with the Deerfield Ruritan Club to establish a food pantry
- Provided support for approximately 20 elementary school students identified as struggling readers by delivering books every other week during the summer
- Collaborated with HR to revamp the library’s performance review structure
- Increased internet speeds at Middlebrook Library Station
- Reinstated valuable library services such as meeting room reservations, volunteer program, and a full schedule of programming,
- Updated public computers at Churchville Branch Library and Craigsville Library Station
- Increase in the following metrics for all seven Augusta county Library locations:

	<b>FY2021-2022 Actual</b>	<b>% Change from FY2020-2021</b>
Print Circulation	459,935	-2.68%
Digital Circulation	31,890	-3.18%
Hotspot Circulation	296	529.79%
Number of registered users who were active over the year	25,371	46.72%
Number of New Library Card Holders	1,612	25.35%
Number of Patron Visits	82,716	30.44%
Number of Programs	419	-1.64%
Program Attendance	8,424	7.64%
Number of Wireless Sessions	34,914	22.50%
Number of Computer Users	7,624	55.12%
Reference Questions Asked	20,943	-24.88%

	<b>FY2022-2023 (July-December) Actual</b>	<b>% Change from FY2021-2022 (July-December)</b>
Print Circulation	235,371	+0.9%
Digital Circulation	19,510	+22.97%
Hotspot Circulation	200	+88.68%

	<b>FY2022-2023 (July-December) Actual</b>	<b>% Change from FY2021-2022 (July-December)</b>
Number of registered users who were active over the course of the 6 months	14,114	<b>+11.44%</b>
Number of New Library Card Holders	936	<b>+15.99%</b>
Meeting Room Usage in Hours	543	<b>Meeting Rooms Closed</b>
Number of Patron Visits	44,505	<b>+5.47%</b>
Number of Programs	230	<b>+5.50%</b>
Program Attendance	9,301	<b>+170%</b>
Number of Wireless Sessions	20,980	<b>+26.35</b>
Number of Computer Users	4283	<b>+14.73%</b>
Reference Questions Asked	8,803	<b>-18.04%</b>

### **FY20-23 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 homeschooling 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$1,106,799	\$1,112,380	\$1,177,646	\$1,208,228	8.6%
Operating	529,689	566,557	588,009	568,608	0.4%
<b>Total</b>	<b>\$1,636,488</b>	<b>\$1,678,937</b>	<b>\$1,765,655</b>	<b>\$1,776,836</b>	<b>5.8%</b>

## **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
- Middlebrook 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](mailto:jbrown@augustacountylibrary.org)

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

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>3125 - COLLECTION AGENCY FEE</u></b>						
VLC has suspended use but request to keep this line open						
<b><u>3310 - REPAIRS &amp; MAINT - CONTRACTUAL</u></b>						
Brown Exterminating (Termite)	\$ 200 \$ 215		4,113 \$	4,230 \$	4,230 \$	4,230 \$
Security during Halloween	200 215					
Miscellaneous repairs	3,000 3,000					
American Pest (Fishersville & Churchville)*	750 800					
*American Pest increased rates by 5.9% starting 1/23 and an additional 5.9% starting 4/23	\$ 4,150 \$ 4,230					
<b><u>3320 - MAINTENANCE SERVICE CONTRACTS</u></b>						
Automation maintenance includes SIP & phone tree charges to WPL (TLC)	\$ 22,763 \$ 22,838		68,657 \$	61,508 \$	61,508 \$	61,508 \$
Bibliotheca(self check and RFID)	9,260 9,260					
Cornerstone (fire security monitoring/testing)	360 360					
Snow removal	3,100 3,100					
Custom Deliveries of VA*	12,400 13,800					
I-Drive (cloud storage)	- 150					
Service, repairs, and upgrades	600 625					
Libarica LLC (Cassie maintenance)	525 525					
Port 53 (filtering software)	1,200 1,200					
Gimlet (Reference software)	710 710					
Centurion Technology (PC Security)	450 450					
netSummit (Next: FY25)	- -					
Cisco Service Subscriptions	1,646 1,745					
Spaghetti Detector (3D Printer)	100 100					
E-Rate Central (manage E-Rate program)	2,000 2,000					
Niche Academy	3,700 3,700					
Office 360	3,606 945					
**FY23 Custom Deliveries rate increase, \$6925 from Erate reimbursement	\$ 62,420 \$ 61,508		62,420 \$	61,508 \$	61,508 \$	61,508 \$
<b><u>3324 - JANITORIAL SERVICES - CONTRACTUAL</u></b>						
Window Cleaning	\$ 1,500 \$ 1,770		38,765 \$	40,770 \$	40,770 \$	40,770 \$
Upholstery Cleaning	2,025 2,025					
Janitorial Service at SDLS	2,220 2,400					
Janitorial Service at Fishersville	22,140 23,220					
Janitorial Service at Churchville	2,880 3,120					
Janitorial Service at Weyers Cave	2,200 2,400					
Strip and wax floor	2,000 2,000					



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

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Carpet (plus stations)							
	\$ 3,800	3,835					
	\$ 38,765	40,770					
<b>3600 - ADVERTISING</b>							
Program ads on Facebook and area media	\$ 300	300	\$ 300	\$ 300	\$ 300	\$ 300	\$ -
<b>5100 - ELECTRIC SERVICES</b>							
Fishersville	\$ 30,000	30,000	\$ 38,500	\$ 38,500	\$ 38,500	\$ 38,500	\$ -
Churchville	8,500	8,500					
	\$ 38,500	38,500					
<b>5102 - HEATING SERVICES</b>							
	\$ 6,000	6,360	\$ 6,000	\$ 6,000	\$ 6,360	\$ 6,360	\$ -
<b>5103 - WATER &amp; SEWERAGE SERVICES</b>							
	\$ 2,500	2,500	\$ 3,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
<b>5104 - REFUSE COLLECTION CHARGES</b>							
WM (Fishersville)	\$ 4,400	4,400	\$ 6,700	\$ 6,700	\$ 6,700	\$ 6,700	\$ -
Churchville	1,400	1,400					
Weyers Cave	900	900					
	\$ 6,700	6,700					
<b>5201 - POSTAL SERVICES</b>							
Use of postage machine and overnight deliveries	\$ 200	200	\$ 200	\$ 200	\$ 200	\$ 200	\$ -
<b>5203 - TELEPHONE SERVICES</b>							
Segra (Lumos)*	\$ 22,390	22,390	\$ 45,460	\$ 43,200	\$ 43,200	\$ 43,200	\$ -
Fishersville voice, data and Internet 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					

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Verizon Hotspot							
*Decrease due to new antenna for MILS	\$ 1,440	\$ 1,440					
	\$ 43,200	\$ 43,200					
<b>5300 - INSURANCE - BUILDING</b>							
	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ -
<b>5305 - MOTOR VEHICLE INSURANCE</b>							
Van	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ -
<b>5501 - TRAVEL EXPENSES</b>							
Professional Meetings & Staff Development:	\$ 2,000	\$ 3,000	\$ 6,000	\$ 6,000	\$ 12,700	\$ 6,000	\$ 6,700 cut LEAD general cut
VLA Conference - four staff members' lodging, meals, registration.							
VLA Paraprofessional Conference							
Continuing Education Workshops							
Mileage*							
Staff travel to schools, meetings, conferences, Government Center							
Board Members' miles to and from board meetings, conferences, and other state meetings.							
LEAD	\$ 5,200	\$ 12,700					
* FY24 increase due to increase in mileage cost	\$ 6,000	\$ 12,700					
<b>5688 - BOOK STATIONS</b>							
Stuarts Draft Station (rent)**	\$ 25,900	\$ 26,400	\$ 86,922	\$ 89,428	\$ 90,860	\$ 90,860	\$ -
Weyers Cave (rent)	\$ 51,900	\$ 51,900					
Middlebrook Station (rent/electric/oil)*	\$ 11,628	\$ 12,560					
* FY24 estimate based on 8% COLA increase	\$ 89,428	\$ 90,860					
** FY23 \$2500 (SDLS rent increase) from ERATE reimbursement							
<b>5801 - DUES &amp; SUBSCRIPTIONS</b>							
Virginia Library Assn.	\$ 750	\$ 795	\$ 2,425	\$ 2,425	\$ 2,470	\$ 2,470	\$ -
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					
	\$ 2,425	\$ 2,470					

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>6001 - OFFICE SUPPLIES</u></b>							
Copier paper, toner, general supplies	\$ 4,500	4,500	4,500	4,500	4,500	4,500	-
<b><u>6005 - JANITORIAL SUPPLIES</u></b>							
Light bulbs, bathroom tissue, paper towels, cleaning supplies.	\$ 4,000	4,000	5,000	4,000	4,000	4,000	-
<b><u>6007 - REPAIR &amp; MAINT SUPPLIES - BLDGS</u></b>							
Paint, tools, repair supplies, etc.	\$ 2,000	2,000	2,000	2,000	2,000	2,000	-
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>							
Mileage on 1/6/2023 was 119,430	\$ 1,000	1,100	1,000	1,000	1,100	1,100	-
<b><u>6009 - MOTOR VEHICLE MAINT &amp; SUPPLIES</u></b>							
General maintenance and repairs	\$ 570	570	1,000	570	570	570	-
<b><u>6016 - BOOKS (LOCAL ONLY)</u></b>							
State Aid is still not fully funded while the cost of books, e-books, DVDs, databases, and other items continues to increase.	\$ -	7,500	-	-	7,500	-	7,500
*Talking Book Center now under 092030	\$ -	7,500	-	-	-	-	general cut
<b><u>6017 - BOOKS (STATE &amp; FEDERAL AID)</u></b>							
Funded by State Aid revenue			\$ 119,258	119,258	120,000	120,000	-
FY 2023 \$210,227	\$ 119,258	120,000					
Estimate for FY 2024 \$211,050							
<b><u>6018 - PERIODICALS (MAGS., NEWSPAPERS)</u></b>							
Funded by State Aid revenue	\$ 10,000	10,000	10,000	10,000	10,000	10,000	-
<b><u>6019 - AUDIOVISUAL MATERIALS</u></b>							
Funded by State Aid revenue	\$ 25,000	25,000	25,000	25,000	25,000	25,000	-
<b><u>6020 - ELECTRONIC MATERIALS (LOCAL AND STATE AID)</u></b>							
Local	\$ -	-	30,000	30,000	56,792	56,050	742
State Aid*	\$ 55,969	56,792					cut to match state aid
FY23 increase due to finalized state budget	\$ 55,969	56,792					
<b><u>6021 - LIBRARY MATERIALS &amp; SUPPLIES</u></b>							
Materials processing supplies (barcodes, labels, tape, vinyl covers,	\$ -	-	35,000	28,000	30,000	30,000	-

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

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
laminates, label covers, cases, etc.)	\$ 8,500	\$ 8,500					
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)	\$ 1,500	\$ 1,500					
Printing (Activities Guide, brochures, flyers, etc)	\$ 6,000	\$ 6,000					
Branch and library station supplies (magazine racks, shelf locators, posters, circulation supplies, barcodes, etc)	\$ 10,000	\$ 10,000					
Books By Mail Supplies	\$ 2,000	\$ 2,000					
	\$ 28,000	\$ 30,000					
<b>8001 - EQUIPMENT</b>			\$ 3,555	\$ 11,555	\$ 3,700	\$ 2,000	\$ 1,700
Supplies	\$ 2,225	\$ 2,000					cut NAS upgrades
2X RFID Pad	1,555	-					
Fishersville Meeting Room Equipment	7,000						
NAS Upgrades		1,700					
Square Stands x2	325						
Wireless Printer (SDLS)	450						
* FY23 \$8,000 from Erate Reimbursement	\$ 11,555	\$ 3,700					
<b>8002 - FURNITURE &amp; FIXTURES</b>			\$ 4,327	\$ 7,194	\$ 7,387	\$ 2,200	\$ 5,187
Shelving for Library of Things	\$ 2,500	\$ -					cut all but display supports
Puppet Tree	112	-					
Carts	880	-					
Smith System Tables x2	835	-					
Branch & Station furniture improvements*	2,867						
Display Supports		2,200					
Range Finders		1,245					
Foam Benches (Children's Area FVL)		1,865					
Three Seat Sofa (Children's Area FVL)		2,077					
* FY23 \$2867.38 from Erate Reimbursement	\$ 7,194	\$ 7,387					
<b>8200 - IMPROVEMENT TO SITES</b>			\$ 10,775	\$ 10,775	\$ 54,395	\$ -	\$ 54,395
Parking Lot Improvements (FVL)	\$ 10,775	\$ -					cut all items
Minor Parking Lot Repairs (FVL)		1,000					
Parking Lot Improvement (CBL)		9,750					
Painting (SDLS)		400					

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

Detail	Detail	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommends</u>	<u>Difference</u>
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22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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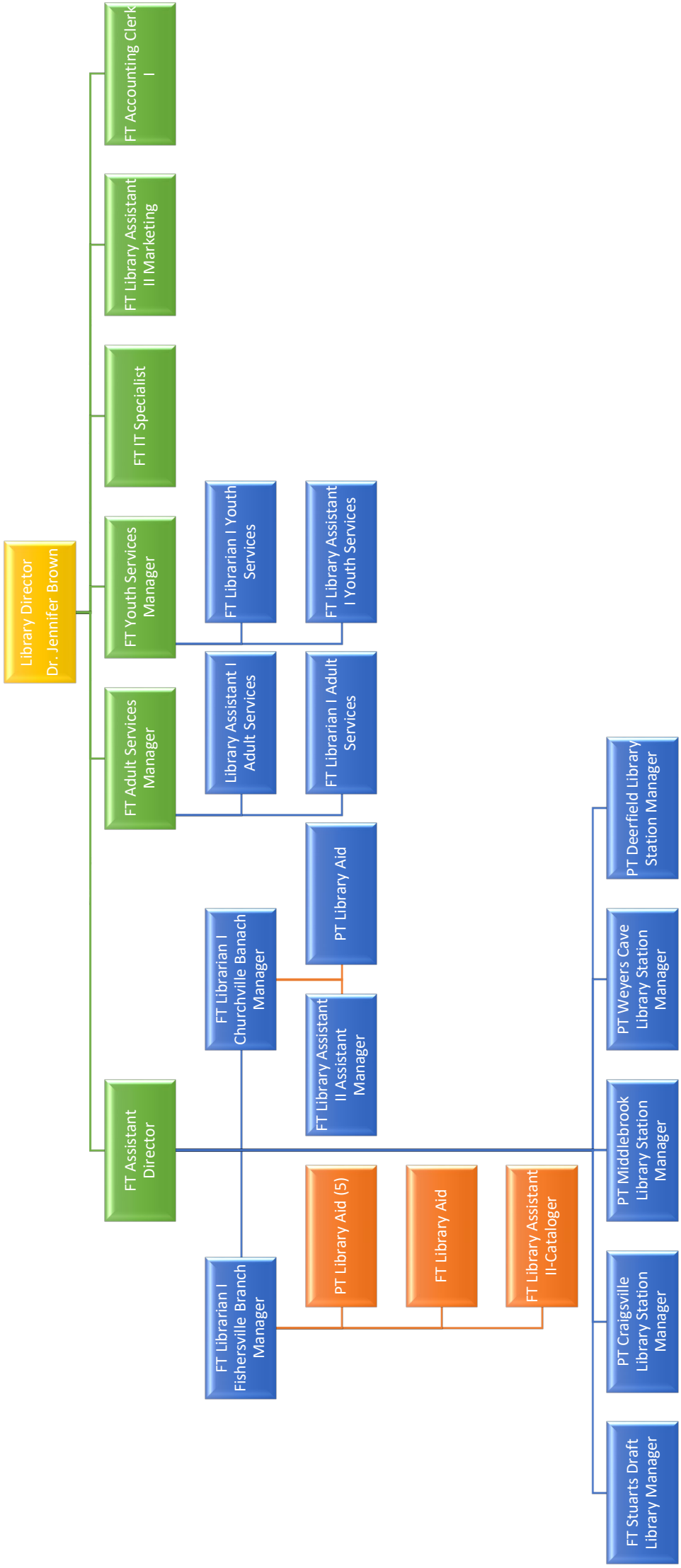
\$	10,775	\$	5,000			
			38,245			
			54,395			

Program Room revamp (FVL)  
Outdoor Electronic Sign (FVL)

<b>Department Total:</b>	\$	<b>566,557</b>	\$	<b>588,009</b>	\$	<b>644,842</b>	\$	<b>568,618</b>	\$	<b>76,224</b>
<b>Payroll Total:</b>	\$	<b>1,112,380</b>	\$	<b>1,177,646</b>	\$	<b>1,233,371</b>	\$	<b>1,208,228</b>	\$	<b>25,143</b>
<b>Grand Total:</b>	\$	<b>1,678,937</b>	\$	<b>1,765,655</b>	\$	<b>1,878,213</b>	\$	<b>1,776,846</b>	\$	<b>101,367</b>

\*Cut additional hours at SD

# Library Organizational Chart



**Augusta County  
Fiscal Year 2023-2024  
Departmental Budgets by Function  
Community Development**

Department	FY2021– 2022	FY2022 - 2023	FY2022 – 2023	FY2023 - 2024	% Change from FY2023
	Actual	Adopted	Revised	Recommended	
Community Development	\$ 1,067,377	\$ 1,241,098	\$ 1,143,618	\$ 1,217,002	-2%
Tourism	472,976	361,767	655,689	469,443	30%
Economic Development	302,171	330,304	330,811	338,152	2%
Extension Office	117,528	141,194	141,194	158,418	12%
Agricultural Outreach	6,760	6,760	6,760	6,760	0%
<b>Total Community Development</b>	<b>\$ 1,966,812</b>	<b>\$ 2,081,123</b>	<b>\$ 2,278,072</b>	<b>\$ 2,189,775</b>	<b>5%</b>



# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$431,940	\$421,907	\$424,364	\$483,261	14.5%
Operating	17,121	27,199	26,523	33,419	22.9%
<b>Total</b>	<b>\$449,061</b>	<b>\$449,106</b>	<b>\$450,887</b>	<b>\$516,680</b>	<b>15.0%</b>

\* Change in personnel figures is due to a new Permit Technician position. Operating changes are due to costs associated with this new position.

**Community Development:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$922,269	\$1,062,075	\$964,750	\$1,017,613	-4.2%
Operating	145,108	179,023	178,868	199,389	11.4%
<b>Total</b>	<b>\$1,067,377</b>	<b>\$1,241,098</b>	<b>\$1,143,618</b>	<b>\$1,217,002</b>	<b>-1.9%</b>

\*Operating increases are attributed to an increase in operating costs due to inflation, including but not limited to fuel and supplies. Decreases in personnel are related to employee turnover.

**Service and Performance Measures:**

Item	FY2011 – 2012 Actual	FY2012 – 2013 Actual	2015	2016	2017	2018	2019	2020	2021	2022
Building permits issued	780	728	812	826	907	779	825	794	840	851
Total permits issued	2,445	2,614	2,810	2,774	3,123	2,741	3,002	2,882	3,062	2,995
Inspections	6,790	7,047	7,761	7,606	8,593	6,943	7,465	7,562	7,482	6,939
Special Use permits	46	56	48	48	62	55	72	55	68	85
Variances	2	3	5	1	1	5	3	1	4	2
Rezoning requests	14	1	5	6	3	9	5	5	10	15
Zoning certificates issued	199	192	218	234	198	191	212	207	180	193
Administrative permits reviewed	332	296	291	287	319	284	280	252	300	296
Field inspections (zoning)	1,486	1,459	1,353	1,250	1,501	1,409	1,625	1,444	1,278	1,278
E&S inspections	1,033	1,103	1,122	883	856	789	818	1,074	1,367	1,253
E&S control plan review	26	29	21	81	34	13	39	25	16	19
Site plan review	17	19	27	29	31	25	23	27	30	33
Final plat review	19	14	16	13	14	10	13	6	11	14
Flood plain review	20	12	22	41	27	27	28	36	39	58
Minor subdivision plat reviews	210	167	189	198	220	203	181	236	253	183

## Accomplishments:

- Staff to the Planning Commission - for 2022, the Planning Commission had fifteen (15) rezoning requests, one (1) Comprehensive Plan amendment, one (1) amendment of a concept plan and Zoning Ordinance for a Planned Unit Development, and one (1) request to renew the Middlebrook Agricultural Forestal District.
- In 2022, Planning staff took six (6) 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 thirty-one (31) staff reports on potential rezoning requests in the County.
- Prepared staff reports and recommendations on one hundred seven (107) Board of Zoning Appeals items including:
  - Eighty-five (85) Special Use Permit applications
  - Two (2) Variance applications
  - Eighteen (18) Extensions of Time
  - Two (2) Cancellations
- Reviewed fifty-eight (58) Flood Plain sketches.
- Reviewed nine hundred eighty-nine (989) Building Permit applications.
- Issued one hundred ninety-three (193) Zoning Certificates.
- Reviewed a total of two hundred ninety-six (296) Administrative Permits.
- Made a total of one thousand two hundred seventy-eight (1,278) Field Inspections including:
  - Seventy-six (76) Special Use Permit inspections including Special Use Permit violation Inspections.
  - Seven hundred fifty-four (754) Zoning Complaint Inspections.
  - Two hundred eighty-four (284) Grass and Weed Complaint Inspections.
  - One hundred fifty-nine (159) Trash Complaint Inspections.
  - Five (5) Administrative Permit/Chickens in Residential.
- Received one hundred ninety-four (194) New Zoning Complaints.
- Prepared documentation for thirty-one (31) Court Cases to go to trial.
- On-going construction administration for the Verona Pedestrian Project (VDOT LAP).
- Reviewed one hundred eighty-three (183) Minor Subdivision Plats.
- Reviewed two (2) Preliminary Plat and fourteen (14) Final Plats.
- Reviewed thirty-three (33) Site Plans.
- Issued thirty (30) Certificates of Occupancy for commercial and industrial sites.
- Reviewed nineteen (19) Construction and Erosion and Sediment Control Plans.
- Reviewed twenty-two (22) As-Built Plans.
- Issued twenty-nine (29) Land Disturbing Permits.
- Currently have 93 active sites/37 active commercial sites.
- Conducted 1,253 Erosion Inspections on 93+ sites, issuing 23 Notice to Comply with Zero Stop Work Orders.
- Received thirteen (13) drainage complaints.
- Collected \$76,122 in Stormwater Fees and \$6,500 in Erosion and Sediment Control Fees.
- 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.
- Issued site plan approval for two (2) new middle school projects.
- Completed the renewal of the Middlebrook Agricultural Forestal District.
- 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.
- Training for the MS4 is ongoing with classes, meetings, conferences, and online presentations.
- 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 Doods 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 held training sessions with the building community to help keep them informed of proposed code changes.
- We continued to offer homeowners, contractors, engineers and architects quality assistance with plans, code-related issues, and County operating policy.
- We continued to strive for good working relations with other government departments to maintain a reputation for fairness among the contractors, and to function as a team within our own organization.
- All employees continued to take any available training that will enhance their job performance and to obtain continuing education credits to maintain their current certifications.
- Inspectors and office staff are currently enforcing the 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 2,995 permits including 851 Building, 940 Electrical, 472 Plumbing, 665 Mechanical and 67 Manufactured Homes.
- Performed 6,939 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

**81010-COMMUNITY DEVELOPMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>3110 - PROFESSIONAL SERVICES - TOWERS</u></b>						
New tower requests (\$3200/each)	\$ 6,400	\$ 6,400	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Co-location tower requests (\$450/each)	\$ 3,600	\$ 3,600				
	\$ 10,000	\$ 10,000				\$ matches revenue
<b><u>3111 - PROFESSIONAL SERVICES - SOLAR</u></b>						
New Solar requests reimbursable	\$ -	\$ 6,400	\$ -	\$ 10,000	\$ 10,000	\$ -
nonreimbursable expenses	\$ -	\$ 3,600	\$ -			\$ matches revenue
	\$ -	\$ 10,000	\$ -			
<b><u>3122 - COMPREHENSIVE PLAN</u></b>						
Comprehensive Plan Review and Amendment	\$ 750	\$ 750	\$ 4,250	\$ 4,250	\$ -	\$ 4,250
Community Meeting and Public Awareness	\$ 2,500	\$ 2,500				
Advertising	\$ 1,000	\$ 1,000				
Printing	\$ 4,250	\$ 4,250				
	\$ 8,700	\$ 8,700	\$ 4,250	\$ 4,250	\$ -	\$ 4,250
						moved it Board budget
<b><u>3320 - MAINTENANCE SERVICE CONTRACTS</u></b>						
Colorwave Scanner/Plotter	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -
Requested Associate Planner - GIS License	\$ -	\$ -				
	\$ 1,000	\$ 1,000				
<b><u>3600 - ADVERTISING</u></b>						
Rezoning	\$ 7,500	\$ 7,500	\$ 12,500	\$ 31,600	\$ 12,500	\$ 19,100
PC Schedule Resolution	\$ 500	\$ 500				\$ general cut
Redistricting Public Hearing	\$ -	\$ -				
Ordinance Amendments	\$ 4,000	\$ 10,000				
Special Use Permits, Variances, Appeals	\$ 12,000	\$ 13,600				
	\$ 24,000	\$ 31,600				
<b><u>5201 - POSTAL SERVICES</u></b>						
Director Items	\$ 30	\$ 33	\$ 9,200	\$ 17,513	\$ 11,200	\$ 6,313
Engineering	\$ 5,361.0	\$ 5,682.0				\$ general cut
Zoning	\$ 8,588.0	\$ 7,642.0				
Planning	\$ 1,499.0	\$ 1,622.0				

**81010-COMMUNITY DEVELOPMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Building Inspection						
		2,689.0	2,534.0			
		\$ 18,167	\$ 17,513			
<b><u>5203 - TELEPHONE SERVICES</u></b>						
5 Cell Phones		\$ 2,700	\$ 2,700	\$ 10,040	\$ 9,040	\$ 1,000
2 Smart Phones		1,440	1,440			general cut
Data service for GPS Unit		600	600			
Switchboard		-	-			
Office Phones		5,000	5,000			
Requested E&SC/SWM Inspector - Cell Phone		300	300			
		\$ 10,040	\$ 10,040			
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>						
4 vehicles		\$ 2,900	\$ 2,900	\$ 3,625	\$ 2,900	\$ 725
Requested E&SC/SWM Inspector - New Vehicle		725	725			cut new vehicle
		\$ 3,625	\$ 3,625			
<b><u>5501 - TRAVEL EXPENSES</u></b>						
BZA Meals		\$ 1,800	\$ 1,800	\$ 21,319	\$ 15,000	\$ 6,319
Certified Training Program for BZA		1,240	1,240			
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	1,270			
E&S Re-Certification		-	-			
PE License Renewal		-	-			

**81010-COMMUNITY DEVELOPMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	

22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
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Association of Floodplain Managers	-	-	-	-	-	-
Re-Certification Floodplain Manager	-	-	-	-	-	-
Environment Virginia Conference	750	750	750	750	750	750
Association of Watershed and Stormwater Professionals	534	534	534	534	534	534
Misc. Engineering Seminars	1,480	1,480	1,480	1,480	1,480	1,480
FED GIS Annual Conference	670	670	670	670	670	670
VDOT Local Programs Workshop	730	730	730	730	730	730
IIMC - Institute	-	-	-	-	-	-
IIMC - Annual Conference	-	-	-	-	-	-
	\$ 21,179	\$ 21,319	\$ 63,720	\$ 63,720	\$ 65,506	\$ -

**5604 - PLANNING DISTRICT VI**

Annual Assessment - .81 per capita	\$ 50,052	\$ 50,836	\$ 63,720	\$ 63,720	\$ 65,506	\$ -
Staunton-Augusta-Waynesboro CERT	5,500	5,500				
Staunton-Augusta-Waynesboro MPO	8,168	9,170				
Staunton-Aug-Waynesboro Public Transit						
Regional Agri-Tourism - Fields of Gold						
Total	\$ 63,720	\$ 65,506	\$ 12,414	\$ 12,414	\$ 14,118	\$ -

**5801 - DUES & SUBSCRIPTIONS**

American Planning Association	\$ 428	\$ 109	\$ 12,414	\$ 12,414	\$ 14,118	\$ -
Associate Planner - APA Dues	221	109				
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	4,000	4,110				
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	-	-				
	-	-				
	45	45				

**81010-COMMUNITY DEVELOPMENT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Virginia Building Officials and Code Administrators Region 3	-	-					
International Association of Electrical Inspectors	15	15					
VA Bid Official & Code Administrators (Ray)	-	-					
VA Plumbing & Mechanical Inspect. (Michael)	125	125					
VA Plumbing & Mechanical Inspect. (Nelson)	45	45					
Bright Building Inspections User Group Dues	40	40					
International Institute of Municipal Clerks	40	40					
VA Municipal Clerks Assoc. (VMCA)	-	-					
VMCA Region III	110	115					
Adobe Acrobat Licenses - 3	25	25					
Zoom Subscriptions - 3	30	30					
	480	1,650					
	\$ 12,414	\$ 14,118					
<b>6001 - OFFICE SUPPLIES</b>							
Color Copier/Printer	\$ 10,800	\$ 10,800	\$ 18,000	\$ 18,000	\$ 29,360	\$ 22,000	\$ 7,360
Notary Renewal	-	-					general cut
Building Inspection Code Books	-	2,385					
Books for Proposed Permit Technician for Certification	275	275					
Books - Planning	200	200					
Engineering Reference Books/Training	500	500					
Books - Zoning	200	200					
General Office Supplies	15,000	15,000					
	\$ 26,975	\$ 29,360	\$ 2,100	\$ 2,100	\$ 3,520	\$ 2,500	\$ 1,020
<b>6002 - DRAFTING SUPPLIES</b>							general cut
4 Xerox Roll Paper (34 x 500)	-	-					
4 Xerox Roll Paper (36 x 500)	520	520					
Toner	3,000	3,000					
Plotter Paper (36 x 500)	-	-					
Toner Cartridges (\$250/each)	3,520	3,520					





**81010-COMMUNITY DEVELOPMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
Requested E&SC/SWM Side Chairs	300					
Requested E&SC/SWM Desk Phone	125					
LED Light Bars	1,800					
Vari-Desks	500					
Office Chair (Jeff)	-					
	\$ 4,025	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
<b>8003 - COMPUTER HARDWARE</b>						
Requested E&SC/SWM Computer	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	cut position
<b>8004 - COMPUTER SOFTWARE</b>						
Hydrology Studio Suite - Unlimited Site License	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -
	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ -
<b>8005-MOTOR VEHICLE</b>						
Requested E&SC/SWM Inspector - New Vehicle	\$ 27,000	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
	\$ 27,000	\$ -	\$ -	\$ 45,000	\$ -	cut position
<b>Department Total:</b>	\$ 179,023	\$ 178,868	\$ 178,868	\$ 295,912	\$ 199,389	\$ 96,523
<b>Payroll Total:</b>	\$ 1,062,075	\$ 964,750	\$ 964,750	\$ 1,089,148	\$ 1,017,613	\$ 71,535
<b>Grand Total:</b>	\$ 1,241,098	\$ 1,143,618	\$ 1,143,618	\$ 1,385,060	\$ 1,217,002	\$ 168,058

\*cut personnel request FT & PT

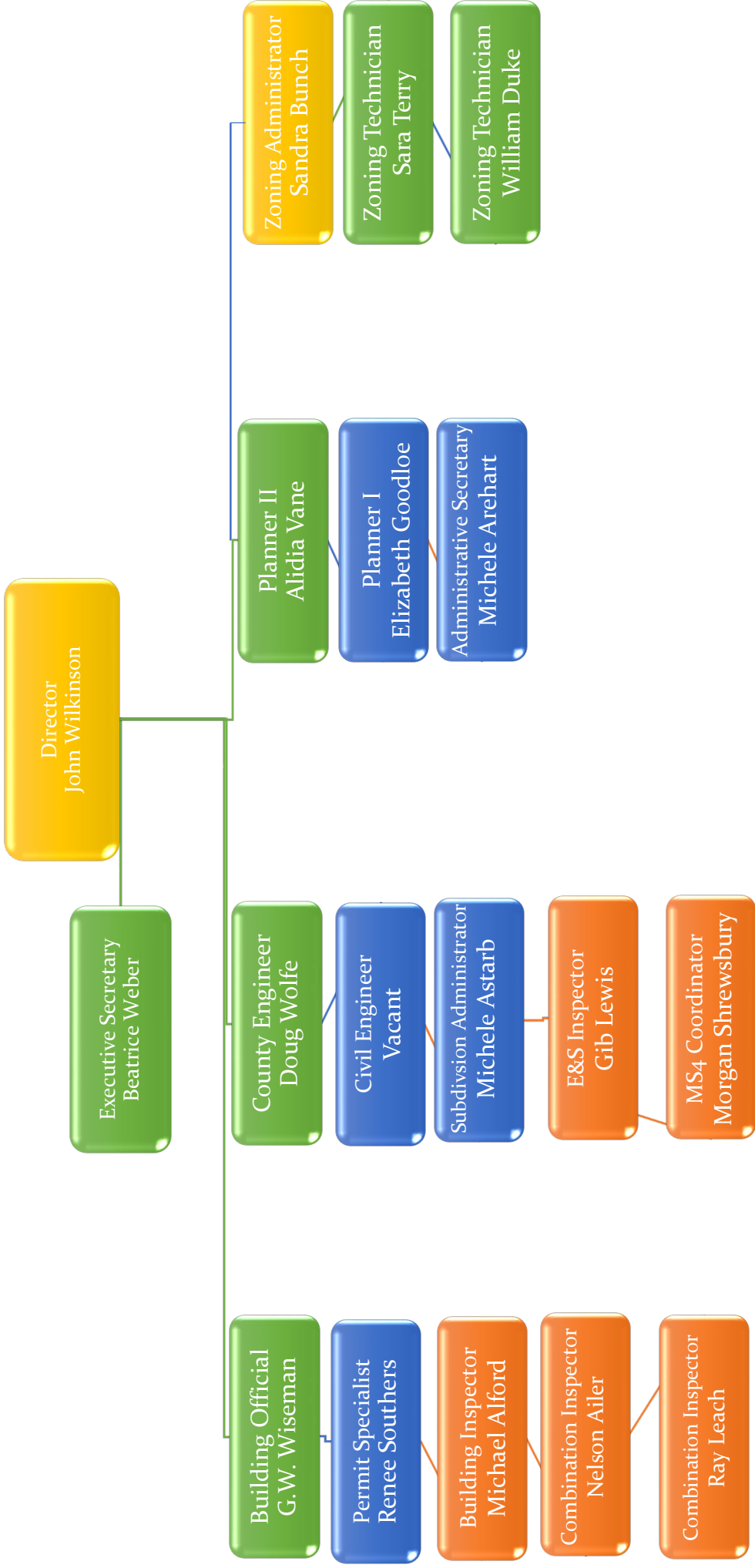
**34010-BUILDING INSPECTIONS  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>						
4 vehicles at \$725 each						
	22-23 Revised	FY23-24	FY 22-23	FY 23-24	FY 23-24	
\$	2,900 \$	2,900	2,224 \$	2,900 \$	2,500 \$	400 to actual
<b><u>5501 - TRAVEL EXPENSES</u></b>						
Building and Code Official Association:						
Registration	\$ - \$	-				
Lodging (2 nights) at \$200/night	-	-				
Meals	-	-				
Proposed Permit Technician Exam	225	225				
Certification Tests for New Inspector	1,200	1,200				
Misc. training to maintain inspector certifications	500	500				
\$	1,925 \$	1,925	1,925 \$	1,925 \$	1,925 \$	-
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>						
4 inspectors vehicles at 22,000 miles/yr						
\$	15,155 \$	15,155	12,155 \$	15,155 \$	14,500 \$	655 general cut
<b><u>6009 - MOTOR VEHICLE MAINT &amp; SUPPLIES</u></b>						
Tires	\$	1,000 \$	8,500 \$	9,400 \$	8,500 \$	900 general cut
Brake pads & Caliper Replacements	-	-				
Oil changes	2,000	2,000				
Replacement Tires	2,000	2,000				
Brakes for Each Vehicle	2,400	2,400				
Misc. Repairs	2,000	2,000				
\$	9,400 \$	9,400	8,500 \$	9,400 \$	8,500 \$	900 general cut
<b><u>6011 - UNIFORMS</u></b>						
Uniforms for 3 Inspectors	\$	1,719 \$	1,719 \$	1,719 \$	1,719 \$	-

**34010-BUILDING INSPECTIONS  
BUDGET REQUEST**

Detail	Detail	FY 22-23	FY 22-23	Revised	Request	County Admin. Recommendations	Difference
		FY 22-23	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>8001 - EQUIPMENT</u></b>							
Computer for Permit Technician	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 2,375	\$ 2,375	\$ -
Typewriter for Permit Technician	250	250					
Desk Phone for Permit Technician	125	125					
	<u>\$2,375</u>	<u>\$2,375</u>					
<b><u>8002 - FURNITURE &amp; FIXTURES</u></b>							
Desk for Permit Technician	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ 1,900	\$ 1,900	\$ -
Desk Chair for Permit Technician	400	400					
	<u>\$ 1,900</u>	<u>\$ 1,900</u>					
<b>Department Total:</b>			\$ 27,199	\$ 26,523	\$ 35,374	\$ 33,419	\$ 1,955
<b>Payroll Total:</b>			\$ 421,907	\$ 424,364	\$ 487,713	\$ 483,261	\$ 4,452
<b>Grand Total:</b>			\$ 449,106	\$ 450,887	\$ 523,087	\$ 516,680	\$ 6,407

# 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 four main areas: **business attraction, existing business retention, business start-up support (in addition to communicating with the community, 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)
  - Finish and promote new video focused on existing manufacturing employers
  - Continue to develop “People of Augusta” profiles to promote the County’s entrepreneurial spirit
  - Promote Quality of Life video
  - Publish established monthly electronic newsletter
  - Publish Annual Report
  - Maintain Economic Development Facebook page
  - Maintain Tourism Instagram page
  - Finish and promote redesigned tourism website (visitaugustacounty.com)
  - Speak at community-engagement events as necessary (i.e. Rotary, Chamber, 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 as VEDA Rising Star Nomination Committee Chair
- Existing Business Retention
  - Complete 25 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 third 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/Shenandoah Valley Tourism Partnership/Extension Office, etc).
  - Re-establish and grow 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 Project Grows’ Farmers Market Committee

- Business Attraction
  - Complete requests for information, site submittals, and prospect visits
  - 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
  - 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
  - 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 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
      - Approximately 250 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 DASCOT Americas property northeast property line (\$110,000)

**Budget Summary:**

**Tourism:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$472,976	\$361,767	\$655,689	\$469,443	29.8%

\*Funding based on requirements to meet tourism moral obligation.

**Economic Development:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$185,095	\$194,951	\$195,480	\$197,600	1.4%
Operating	117,076	135,353	135,331	140,552	3.8%
<b>Total</b>	<b>\$302,171</b>	<b>\$330,304</b>	<b>\$330,811</b>	<b>\$338,152</b>	<b>2.4%</b>

\*Increases in operating are related to increases in funding to the Small Business development center and the Shenandoah Valley Partnership.

**Accomplishments for Calendar Year 2022:**

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 \$166 million-plus and 500 jobs created (see chart below for project detail).

	2022YTD	Goal	Prior Year
	Total	2023	2021
Marketing Missions/Fam Tour	5	4	6
Outreach VEDP	1	2	0
Virtual Events	3	4	4
VEDP Staff Tours	1	1	0
<b>Total Outreach</b>	<b>10</b>	<b>11</b>	<b>10</b>
Leads/SVP/VEDP	17	20	18
Leads/Other	8	10	14
<b>Total Leads</b>	<b>25</b>	<b>30</b>	<b>32</b>
Prospect Visits/SVP/VEDP	5	4	4
Prospect Visits/Other	4	3	8
<b>Total Prospect Visits</b>	<b>9</b>	<b>7</b>	<b>12</b>



Expansion Projects	0	2	0
New Company Locations	1	1	1
Capital Investment	\$166,000,000		\$37,500,000
Jobs Created	500		52
Jobs Retained	0		0
<b>*Projects (YTD):</b>	<b>Investment</b>	<b>Jobs Created</b>	
Amazon	\$166,000,000	500	

The following are other accomplishments achieved in calendar year 2022, organized by strategic goal category:

- Organizational Effectiveness and Communications
  - Redesigned newsletter
  - Published Official Guide to Augusta County – quality of life and tourism piece which received an Honorable Mention from the North American Travel Journalists Association 2022 Awards. Distributed printed guides to VA Welcome Centers.
  - Promoted Economic Development website
  - Served on Shenandoah Valley Tourism Partnership Board and Marketing committee
  - Started redesign of tourism website at visitaugustacounty.com
  - Published monthly electronic newsletter with average open rate of 50%
  - Developed “People of Augusta” profiles to promote the County’s entrepreneurial spirit
  - Maintained Economic Development Facebook page and Tourism Instagram page
  - In six years, the Shenandoah Beerwerks Trail Passport Program has recorded 49,766 brewery visits with 7,398 completed passports. Survey data collected in 2022 revealed that 37.3% of visitors were brought to the area by the passport program, 24.7% had not previously visited the Valley, 54% stayed 4 days or longer, and 21.5% 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, outdoor recreation, and scenic drives while completing the passport.
  
- Existing Business Retention
  - 34 existing business visits conducted
  - Staff sponsored and presented at Business Appreciation Event in partnership with Staunton and Waynesboro Economic Development Offices and Chamber
  - Continued SAW MSA Recovery Task Force meetings with community partners
  - Served on Project Grows’ Farmers Market Committee
  - Contributed funding and support to Small Business Development Center’s Small Business Resiliency Team Navigators GO VA grant. The SBDC was awarded the grant.
  - Planned for second biennial 2023 Shenandoah Valley-wide event for regional farms/producers to market products to statewide consumers (called Farm2Fork Affair) through partnerships with various stakeholder groups (VDACS/Shenandoah Valley Tourism Partnership/Extension Office, etc).
  
- Business Attraction
  - Announced location of Amazon on Westgate site - \$166+M investment and 500 new jobs
  - Created sites and buildings marketing materials
  - Completed requests for information, site submittals, and prospect visits
  - Participated on SVP Lead Generation Committee and Marketing & Communications Committees
  - SVP promoted 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 (reduced interest rate). Awarded first two loans in program's history.
  - With Staunton and Waynesboro, promoted a web version of An Entrepreneur's Guide to Starting a Business in Augusta County, [www.augusta-startup.com](http://www.augusta-startup.com)
  - Hosted a satellite office of the Shenandoah Valley Small Business Development Center in the Augusta County Government Center
  
- **Labor Resources**
  - Supported Blue Ridge Community College's Job Starter: Advanced Manufacturing Training, a three-week paid manufacturing boot camp, planned by multiple regional workforce partners in collaboration with local manufacturers. The BRCC program is now held quarterly with its own coordinator and received a Community Economic Development Award from the Virginia Economic Developers Association.
  - SVP promoted the collaborative labor pipeline development campaign established by the Shenandoah Valley Partnership and WHSV-TV3 (in Demand Jobs)
  - Director served as Executive Committee member and alternate to the Shenandoah Valley Workforce Investment Board's CEO consortium
  - Attended SAW Education Coalition meetings
  
- **Physical Infrastructure and Site Readiness**
  - Replaced small entrance sign for Mill Place Commerce Park
  - Began 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 2 to 3 for General Agriculture zoned parcels
    - Approximately 250 acres to receive due diligence
  - 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

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](mailto:rcastle@co.augusta.va.us)

**81020-TOURISM  
BUDGET REQUEST**

	Detail	Detail	Original FY 22-23	Revised FY 22-23	Request FY 23-24	County Admin. Recommends FY 23-24	Difference
<b><u>5603 - TOURISM DEVELOPMENT</u></b>			\$ 207,687	\$ 502,807	\$ 277,802	\$ 277,802	\$ -
GART							
Group Sales Promotion	25,000	25,000					
Innovate Live or other regional event	9,000	9,000					
Photography	5,000	5,000					
Tourism Website redesign (ARPA)	5,000	5,000					
VA-1 Tourism Summit	25,000	-					
Tourism Brochure/Printing & Design	645	750					
Tourism Marketing and Facilities Grant Program	28,000	20,000					
Agritourism Conference Scholarships	25,000	50,000					
Farm2Fork Affair	2,000	2,000					
People of Augusta Campaign	5,000	5,000					
Fish Virginia First	1,500	1,500					
VADMO	500	500					
DropBox	450	450					
Bike-Walk Summit	125	150					
Hootsuite	1,000	-					
Shenandoah Valley Travel Association	382	588					
Contingency	600	600					
Personnel Allocation	-	-					
	\$ 134,202	\$ 125,538	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100	\$ -
<b><u>5677 - GREATER AUGUSTA CHAMBER OF COMMERCE</u></b>							
Annual dues	\$1,100	-					
	\$134,080	\$172,141	\$ 134,080	\$ 134,080	\$ 172,141	\$ 172,141	\$ -
<b><u>5679 - SHENANDOAH VALLEY AIRPORT</u></b>							
Financial Support for SHD			\$ 9,500	\$ 9,500	\$ 9,500	\$ 9,500	\$ -
<b><u>5698 - FINE ARTS GRANT</u></b>							
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	\$ -
<b><u>5700 - AUGUSTA COUNTY FAIR</u></b>							
Sheriff Deputy Coverage for Fair	\$ 5,000	5,000	\$ 9,400	\$ 8,202	\$ 8,900	\$ 8,900	\$ -
Fair Meals	1,000	500					

**81020-TOURISM  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
-						
1,700	1,700					
1,500	1,500					
200	200					
\$ 9,400	\$ 8,900					
unclaimed property(fair meals check from FY20)						
Staff shirts, hats and incentives						
Popcorn Machine, Popcorn, Bags						
Gift Bags, Miscellaneous Supplies						
<b>Department Total:</b>		\$ 361,767	\$ 655,689	\$ 469,443	\$ 469,443	\$ -
<b>Payroll Total:</b>		n/a	n/a	n/a	n/a	n/a
<b>Grand Total:</b>		\$ 361,767	\$ 655,689	\$ 469,443	\$ 469,443	\$ -



**SHENANDOAH  
VALLEY  
AIRPORT**

January 10, 2023

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 \$172,141 for the FY 2023/24.

The Airport has undergone significant changes over the past year including securing new airline service and the start of development in the Aviation Technology Park with construction beginning on two corporate hangars. Our new airline partner, Contour Airlines, is off to a strong start connecting the community to Charlotte Douglas International Airport (CLT) and continuing to destinations around the world with American Airlines.

In addition to airline passenger service, the Airport continues to provide exceptional service to corporate and private aircraft utilizing our general aviation facilities. Corporate traffic remains very strong and plays an integral part in the support of businesses and industries in our region, as well as being a valuable asset for economic development efforts. When the first phase of our hangar development in the Aviation Technology Park is completed, we will have the ability to attract additional corporate and private aircraft. Upon completion of the utility relocation project, the Aviation Tech Park will be the only tier four site at an airport in the state of Virginia. We anticipate the area to be very attractive to aviation-related research and development companies, supporting high wage careers within the region.

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. We expect this impact to increase significantly with the next study.



January 10, 2023

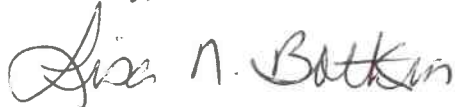
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The Airport funding formula has remained unchanged since 2004 while operating costs, local shares on capital projects, and marketing and promotion of airline service costs have continued to increase. The Airport Commission has taken extraordinary efforts to contain expenses, and maximize revenues to the extent possible in the current environment while continuing to utilize contributions by the member jurisdictions to leverage significant federal and state dollars for capital improvements and development of the Airport. A summary of projects over the last several years is attached.

Our FY 2023/24 request is based on the increased formula agreed upon by the member jurisdictions in 2019 for FY 2020/21. We put this increased ask on hold at the time due to the uncertainties created by the pandemic. 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.

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 that reads 'Lisa N. Botkin'.

Lisa N. Botkin  
Executive Director

LNB/hkbr

Enclosures

cc: Mr. Gerald Garber, Airport Commission

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

Augusta County	\$172,141
Rockingham County	\$138,300
Harrisonburg City	\$103,733
Staunton City	\$65,533
Waynesboro City	\$62,067

**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 2018



**81050-ECONOMIC DEVELOPMENT  
BUDGET REQUEST**

	Detail	22-23 Revised	FY23-24	Original FY 22-23	Revised FY 22-23	Request FY 23-24	County Admin. Recommendations FY 23-24	Difference
<b><u>3600 - ADVERTISING/MARKETING</u></b>								
	Site Plan Marketing (prospect visits)	\$ 10,000	\$ 10,000	\$ 10,000	\$ 30,000	\$ 31,500	\$ 30,000	\$ 1,500 general cut
	Business Retention (industry lunches)	500	500					
	Business Appreciation Event	1,500	1,500					
	Printing & Design Marketing Brochures/Collateral	6,000	6,000					
	Website Add-ons/Video	4,000	2,000					
	Website Technology Upgrade/Design Enhancements	2,000	2,000					
	Industry Tours/CTE/Workforce Support	3,500	3,500					
	Existing Business Contact/Promotional Products	1,500	-					
	Announcements/Groundbreaking Invitations	1,000	1,000					
	Entrepreneurial Grant Initiative (SCCF)	3,000	3,000					
	People of Augusta	2,000	2,000					
		\$ 35,000	\$ 31,500					
		\$ 800	\$ 800	\$ 700	\$ 700	\$ 800	\$ 700	\$ 100 general cut
<b><u>5201 - POSTAL SERVICES</u></b>								
	General office mailings and overnight deliveries							
	Economic development services mailing to business licenses							
		\$ 600	\$ 600	\$ 1,560	\$ 1,560	\$ 1,560	\$ 1,560	\$ -
	Cell Phone	480	480					
	Land Line	480	480					
	Air Card	480	480					
		\$ 1,560	\$ 1,560					
<b><u>5305 - MOTOR VEHICLE INSURANCE</u></b>								
	One vehicle			\$ 600	\$ 556	\$ 600	\$ 600	\$ -
<b><u>5501 - TRAVEL EXPENSES</u></b>								
	Prospect Visits	\$ 1,100	\$ 1,100					
	VA Economic Developers Association	3,000	4,630					
	Site Selector Visits	200	200					
	State Site Selector Event	1,400	-					
	IEDC/SEDC Training Courses	1,600	3,000					
		\$ 7,300	\$ 8,930	\$ 6,000	\$ 6,000	\$ 7,300	\$ 6,500	\$ 800 general cut

**81050-ECONOMIC DEVELOPMENT  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>5674 - SHENANDOAH VALLEY PARTNERSHIP</u></b>							
Annual contribution to SVP	\$ 75,013	\$ 77,487	\$ 75,013	\$ 75,013	\$ 77,487	\$ 77,487	\$ -
<b><u>5675 - SMALL BUSINESS DEVELOPMENT CENTER</u></b>							
Rent-in-kind (offset by revenue)	\$ 2,000	\$ 2,000	\$ 12,000	\$ 12,000	\$ 14,000	\$ 14,000	\$ -
Stipend	10,000	12,000					
	\$ 12,000	\$ 14,000					
<b><u>5801 - DUES &amp; SUBSCRIPTIONS</u></b>							
International Economic Developers Assoc.	\$ 455	\$ 455	\$ 6,580	\$ 6,580	\$ 6,805	\$ 6,805	\$ -
Shenandoah Valley Technology Council	250	250					
Southern Economic Development Council	250	300					
Jobs EQ - Chmura Analytics	1,160	1,350					
Virginia Economic Developers Assoc. for 2	750	500					
Verona Business Association	75	75					
Virginia Agribusiness Council	210	110					
Public Relations Council	330	165					
Constant Contact	470	470					
Hover (URL subscriptions)	360	220					
Nexcess (web hosting increased due to website sizes)	600	1,090					
Canva for Business	120	120					
Wordpress Quarterly Updates (minimum to maintain securit	800	800					
Zoom	480	480					
Network Solutions (Mill Place domain)	420	420					
	\$ 6,730	\$ 6,805					
<b><u>6001 - OFFICE SUPPLIES</u></b>							
Copier	\$ 720	\$ 720	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800	\$ -
Prospect Supplies	1,000	1,000					
Miscellaneous	80	80					
	\$ 1,800	\$ 1,800					
<b><u>6008 - MOTOR VEHICLE FUEL</u></b>							
Mileage as of 1/9/23: 34,457.7	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ 900	\$ -
<b><u>6009 - MOTOR VEHICLE MAINTENANCE</u></b>							
General repairs and maintenance	\$ 222	\$ 200	\$ 200	\$ 222	\$ 200	\$ 200	\$ -

**81050-ECONOMIC DEVELOPMENT  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
		FY 22-23	FY 22-23	FY 23-24	FY 23-24	
22-23 Revised	FY23-24					

8002 FURNITURE & FIXTURES						
		\$	\$	\$	\$	\$
						-
Department Total:		\$ 135,353	\$ 135,331	\$ 142,952	\$ 140,552	\$ 2,400
Payroll Total:		\$ 194,951	\$ 195,480	\$ 198,872	\$ 197,600	\$ 1,272
Grand Total:		\$ 330,304	\$ 330,811	\$ 341,824	\$ 338,152	\$ 3,672

December 19, 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's (SVP) foundation of regional cooperation and coordination is critical to sustaining a strong economic climate and addressing business development opportunities in our dynamic economic environment. As the region's premier advocate for economic development, SVP continues to transition our outreach to sustain our plan of work – heavily engaging in talent initiatives, executing successful digital marketing initiatives, personally connecting with site selectors virtually and in person, and maintaining project activity.

In our work representing the region, 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 \$290 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.

**SVP requests the County of Augusta to budget \$77,487.00 for our FY23-24 operating year.** This request is based on the April 1, 2020 census population estimates and follows the \$1.00 per capita funding rate for localities with a population of 10,000 or more.

We value our long-term relationship with Augusta County 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

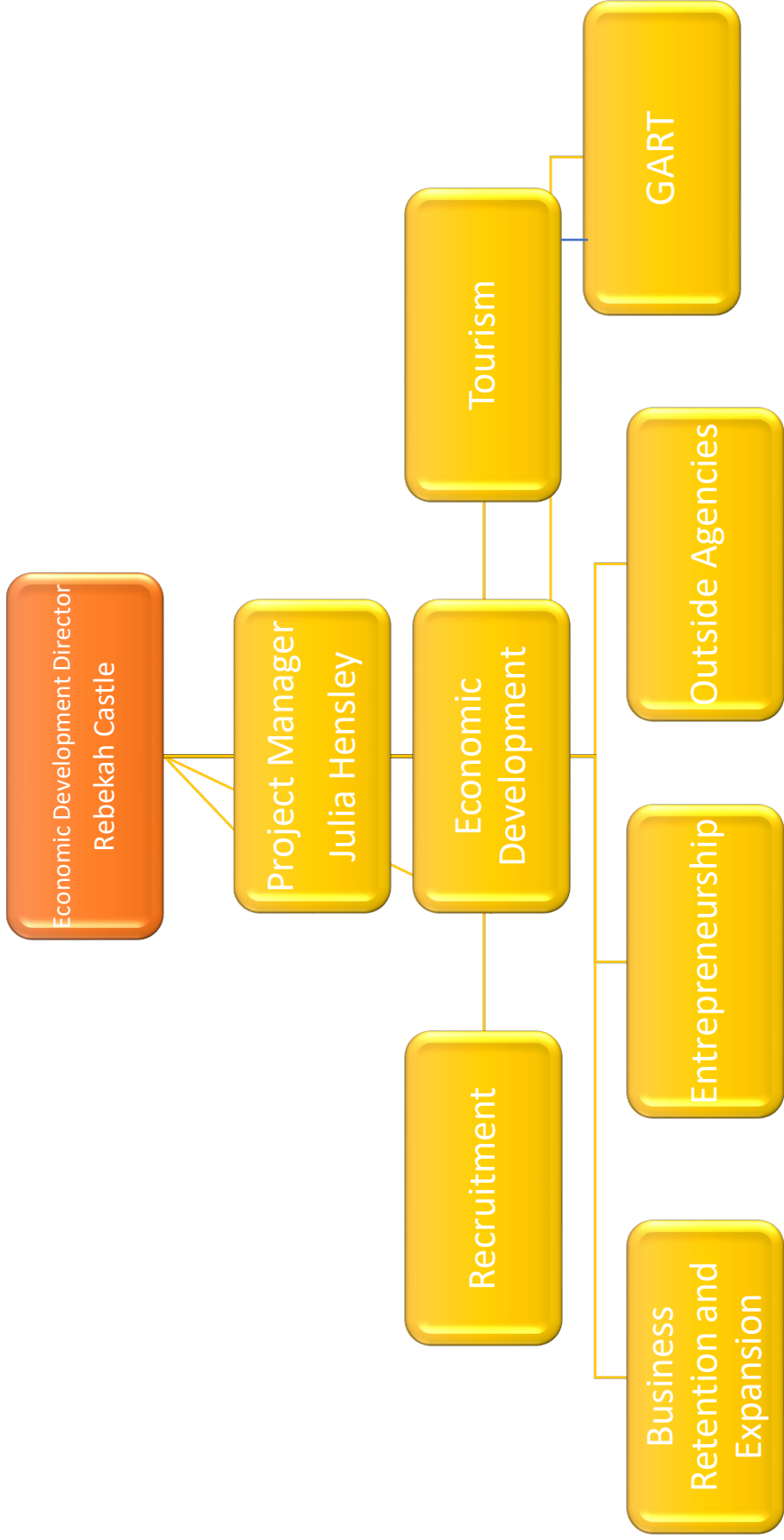
### SVP Jurisdictions and Clientele Served

Member Jurisdiction	2020 Population*	FY23-24 Public Investment at \$1.00 per capita for localities over 10,000 population**
Augusta County	77,487	\$77,487
Bath County	4,209	\$8,004
City of Buena Vista	6,641	\$8,785
City of Harrisonburg	51,814	\$51,814
Highland County	2,232	\$7,022
City of Lexington	7,320	\$8,945
Page County	23,709	\$23,709
Rockbridge County	22,650	\$22,650
Rockingham County	83,757	\$83,757
Shenandoah County	44,186	\$44,186
City of Staunton	25,750	\$25,750
City of Waynesboro	22,196	\$22,196

\*Source: April 1, 2020 Census 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
  - Expand educational scope of agriculture at the Augusta County Fair
  - 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 advice and secure expertise when necessary in the interpretation of law and public policy as it applies to agricultural operations
  - 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$111,642	\$133,194	\$133,194	\$150,418	12.9%
Operating	5,886	8,000	8,000	8,000	0%
<b>Total</b>	<b>\$117,528</b>	<b>\$141,194</b>	<b>\$141,194</b>	<b>\$158,418</b>	<b>12.2%</b>

\*Increase in personnel expenditures is due to pay and reclassified from VT, all salaries for this department fall under Virginia Tech.



## 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
  - Developed a hemp production manual for interested producers
  
- 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
  - Provided production and conservation advice to individual livestock producers and landowners
  - Improve farm-profitability through better animal nutrition, health, and marketing
  - Assisted farmers with winter feeding rations by submitting forage samples for quality analysis
  - Improvement of livestock health through educational programs on various diseases
  - Held Theileria in Cattle management meeting with support from Ag Industry Board
  - Held a pond management educational meeting for landowners and farmers
  - Held a Virginia Fence Law workshop for county landowners
  - Organized a Premium Assured Heifer sale for area producers for the Virginia Beef Expo
  
- 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
  - Dairy sustainability through feed, genomics, and management
  - Assisting with Dairy Margin Coverage sign up and reimbursement
  - Mastitis culturing
  - FARM program updates
  - Dairy BMP projects
  - Organic Dairying
  - Educational meetings, farm visits, and virtual assistance
  - Youth programs
  - Work with the Farm Family Transition program
  - Farm Stress and Mental Health
  - Ventilation design, calf health, feed and nutrient management
  
- 4-H Youth Development
  - Maintained the wide breadth of continuous 4-H programming, including:
    - Community Clubs
    - Cloverbud Clubs
    - Project Clubs
    - 4-H Judging Teams
    - Special Interest Contest Teams
  - Conducted a STEM-focused Special Interest Club throughout the summer
  - Conducted a successful Junior 4-H Camp
  - Created a STEM-focused after-school program
  - Assisted with a successful Augusta County 4-H/FFA Market Animal Show, Sale, and Banquet
  - Hosted a foreign exchange member through the International 4-H Exchange Program
  - Held a variety of workshops and day camps throughout the year
  - Organized the annual 4-H county contests, through which members competed in talent, presentations, and public speaking contests
  - Conducted 4-H club officer training and leadership development opportunities
  - Trained Augusta 4-H volunteers in risk management
  - Conducted a successful in-school program that reached approximately 500 students
  - Assisted with and attended State 4-H Events
  - National representation through contests and congress attendance
  
- Family Nutrition Program
  - Partnership with Embrace Community Garden in Waynesboro reached 1,805 families and distributed 3,610 lbs. of produce
  - Over 220 preschool aged children visited the community garden over the growing season

**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

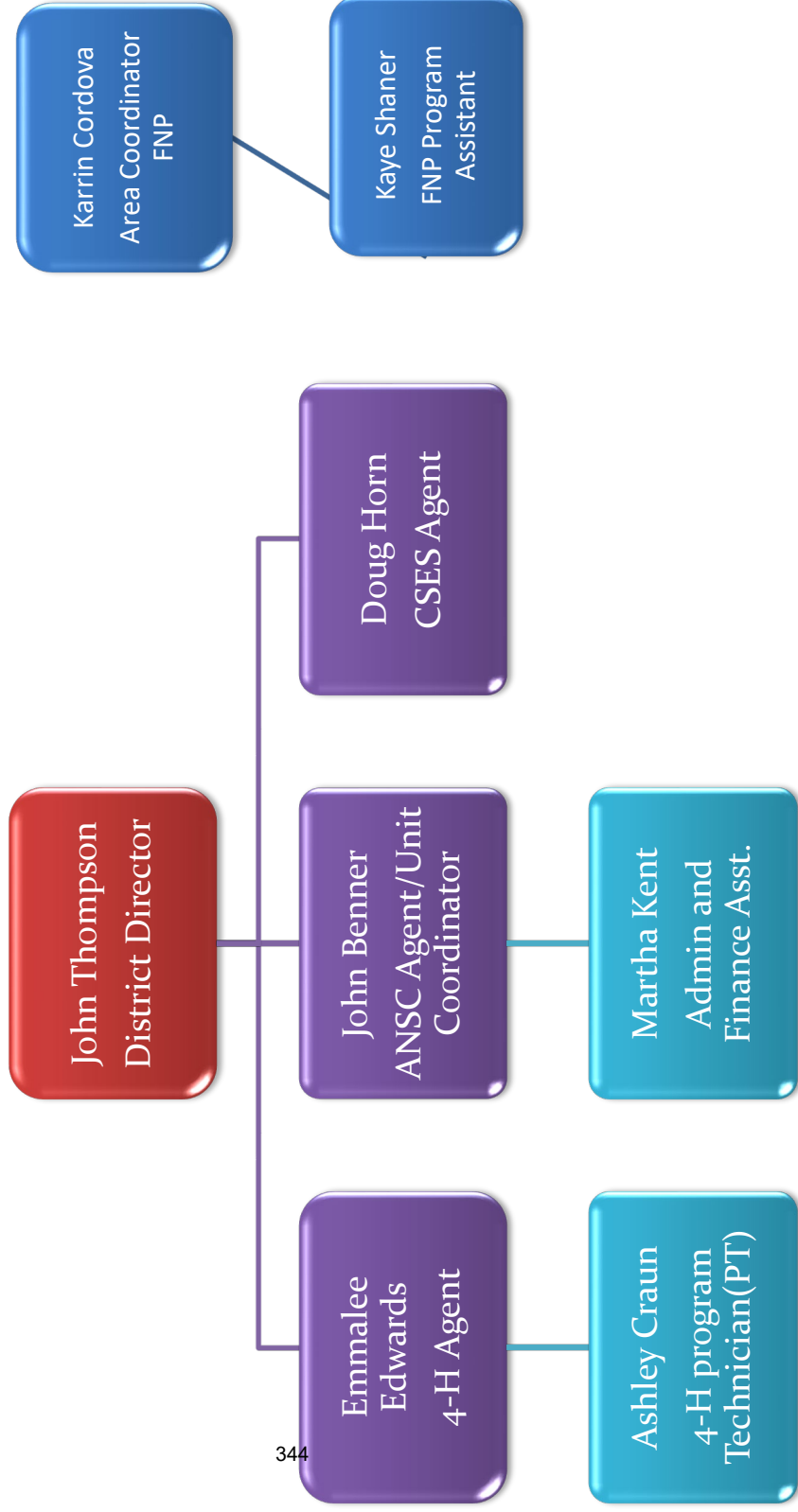
**83010-EXTENSION OFFICE  
BUDGET REQUEST**

<u>Detail</u>	<u>Detail</u>	<u>Original</u>	<u>Revised</u>	<u>Request</u>	<u>County Admin. Recommendations</u>	<u>Difference</u>
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$ - \$	3,000 \$	3,000 \$	3,000 \$	3,000 \$	-
<b><u>5203 - TELEPHONE SERVICES</u></b> Land lines, fax, repairs for Augusta office						
	\$ - \$	3,500 \$	3,500 \$	4,000 \$	3,500 \$	500 general cut
<b><u>5501 - TRAVEL EXPENSES</u></b> Mileage for agents in Augusta office						
	\$ - \$	800 \$	800 \$	900 \$	800 \$	100 general cut
<b><u>6001 - OFFICE SUPPLIES</u></b> Supplies for Augusta office employees						
	\$ - \$	700 \$	700 \$	700 \$	700 \$	-
<b><u>6002 - 4-H PROGRAM SUPPORT</u></b> Mileage for 4-H technician travel, market animal show, 4-H camp & other program support						
	\$ - \$	8,000 \$	8,000 \$	8,600 \$	8,000 \$	600
<b>Department Total:</b>	\$ - \$	133,194 \$	133,194 \$	150,418 \$	150,418 \$	-
<b>Payroll Total:</b>	\$ - \$	141,194 \$	141,194 \$	159,018 \$	158,418 \$	600
<b>Grand Total:</b>	\$ - \$					

# VA Cooperative Extension-Augusta County

## Office

### Organizational Chart



# Agricultural Development

**Mission:**

The Augusta County Agriculture Industry Board serves to design, promote, and advance efforts to further the importance of agricultural production in Augusta County and increase the success of agricultural producers.

**Department Overview:**

The Augusta County Agriculture Industry Board works to increase the sustainability and success of agricultural producers within Augusta County.

**Strategic Goals and Objectives:**

- Augusta County 4-H/FFA Market Animal Show & Sale
  - Financially support the operations of the annual Augusta County 4-H/FFA Market Animal Show & Sale
  - Support the educational efforts of the Market Animal Show by supporting the cash awards for the senior record book awards as part of the David Fiske Recordbook award
- Youth Development Fund
  - Support Augusta County 4-H state contest winning teams compete in National Contests
  - Support Augusta County 4-H Clubs in holding special events or contests
  - Support FFA chapters in sending teams to special contests and national convention
  - Support FFA chapters in purchasing jackets for members
- Scholarship Support
  - Support efforts for a scholarship for youth studying veterinary technology at BRCC
  - Support establishing a youth sheep producer scholarship for county youth intent on pursuing a post-secondary education
- Agricultural Development
  - Support Agricultural development and educational opportunities
  - Support educational programming and opportunities from Extension Office,

**Budget Summary:**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$6,760	\$6,760	\$6,760	\$6,760	0%

**Accomplishments:**

- Augusta County 4-H/FFA Market Animal Show & Sale support
- Co-hosted with Extension office “Managing Theileria in Beef Cattle” educational meeting at BRCC
  - 70+ attendees
- Supported state winning Augusta County 4-H Meats Judging Team competing in National Contest

**83050-AGRICULTURAL OUTREACH  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommends	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>6003 - AGRICULTURAL SUPPLIES &amp; MAINTENANCE</b>						
To maintain Berry Farm and Mill Place						
<b>6007 - AGRICULTURAL DEVELOPMENT FUND</b>						
Support of agricultural community including projects of Extension or Ag Board. Projects approved individually by BOS before funded.	\$ -	\$ 6,760	\$ 6,760	\$ 20,000	\$ 6,760	\$ 13,240
<b>Department Total:</b>	\$ 6,760	\$ 6,760	\$ 6,760	\$ 20,000	\$ 6,760	\$ 13,240
<b>Payroll Total:</b>	n/a	n/a	n/a	n/a	n/a	
<b>Grand Total:</b>	\$ 6,760	\$ 6,760	\$ 6,760	\$ 20,000	\$ 6,760	\$ 13,240

**Augusta County**  
**Fiscal Year 2023-2024**  
**Departmental Budgets by Function**  
**Non-departmental & Contingencies**

Department	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Other Operational Functions	\$ 1,218,567	\$ 1,314,636	\$ 1,216,611	\$ 1,525,268	16%
Contributions	454,922	493,160	509,618	539,014	9%
Contingencies	69,885	55,000	55,000	55,000	0%
Transfers to Other Funds	67,057,842	63,959,812	74,600,355	64,792,117	1%
<b>Total Non-departmental &amp; Contingencies</b>	<b>\$ 68,801,216</b>	<b>\$ 65,822,608</b>	<b>\$ 76,381,584</b>	<b>\$ 66,911,399</b>	<b>2%</b>



# 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	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$1,218,567	\$1,314,636	\$1,216,611	\$1,525,268	15.6%

\*Changes in operating include the use of dependent care reserves and includes allocations for a 5% pay increase for all employees effective 1/1/2024 to be allocated by department in FY24 revised.

**Contributions**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$454,922	\$493,160	\$509,618	\$539,014	9.3%

\*Increase is due to small increases in regional contributions.

**Contingencies**

Item	FY2021- 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$69,885	\$55,000	\$55,000	\$55,000	0%



**Transfers**

<b>Item</b>	<b>FY2021- 2022 Expenditures</b>	<b>FY2022 - 2023 Adopted</b>	<b>FY2022 – 2023 Revised</b>	<b>FY2023 - 2024 Recommended</b>	<b>% Change from FY2023</b>
Operating	\$67,057,842	\$63,959,812	\$74,600,355	\$64,792,117	1.3%

\*Change in transfers due to increases in transfers to Schools. Increase in revised is due to allocation of year end fund balance and school year end fund balance.

**92020-OTHER OPERATIONAL  
92040-CONTINGENCIES  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b>92020 - Other Operational Expenditures:</b>						
<b>1100 - HEADWATERS CONSERVATION DISTRICT</b>						
Payroll portion of annual contribution		\$ 68,488 \$	68,488 \$	71,912 \$	71,912 \$	-
<b>1600 - VARIOUS BOARDS &amp; COMMISSIONS</b>						
Semi-annual payments to board appointments including Recycling Committee, Ag Board, CPMIT, CATS, Youth Commission, Ag & Forest Committee		\$ 6,000 \$	6,000 \$	6,000 \$	6,000 \$	-
<b>2220 - LINE OF DUTY</b>						
Premium for line of duty coverage for public safety employees and F&R volunteers (VACO) FY18 reduction due to allocation to SAFER grant		\$ 120,891 \$	127,594 \$	133,752 \$	133,752 \$	-
<b>2300 - HOSPITALIZATION - DEPENDENT CARE</b>						
Premium for dependent care Portion funded out of Health Insurance escrow savings		\$ 560,000 \$	922,000 \$	936,180 \$	450,000 \$	486,180 Use of reserves
<b>2301 - HEALTH SAVINGS ACCOUNT</b>						
Monthly contribution to employees on High Deductible Plan with Health Savings Account		\$ 40,000 \$	41,000 \$	41,000 \$	41,000 \$	-
<b>2500 - VACO Hybrid Plan STD/LTD</b>						
Funding for short term disability/long term disability plan required for VRS Hybrid Plan employees		\$ - \$	- \$	- \$	- \$	-
<b>2600 - UNEMPLOYMENT</b>						
Estimate of unemployment claims		\$ 2,000 \$	2,000 \$	2,000 \$	2,000 \$	-
<b>2700 - WORKER'S COMPENSATION</b>						
Payments related to worker's comp claims from when County was self-funded		\$ - \$	- \$	- \$	- \$	-

**92020-OTHER OPERATIONAL  
92040-CONTINGENCIES  
BUDGET REQUEST**

	Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
	22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
<b><u>2800 - OTHER BENEFITS</u></b>			\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000	\$ -
Administration of flex benefits plan							
<b><u>2801 - HOSPITALIZATION-RETIRES</u></b>			\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ -
Subsidy for retiree health insurance							
<b><u>3130 - CONSULTING SERVICES CONSORTIUM</u></b>			\$ 13,000	\$ 13,000	\$ 13,000	\$ 13,000	\$ -
Administration of health insurance benefits							
<b><u>5683 - HEADWATERS SOIL CONSERVATION DISTRICT</u></b>			\$ 31,029	\$ 31,029	\$ 31,591	\$ 31,591	\$ -
Dam management portion of annual contribution							
<b><u>8002 - FURNITURE &amp; FIXTURES</u></b>			\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ -
Amount reserved for unexpected expenditures related to County F&F							
<b><u>9994 - CAREER DEVELOPMENT/PAY &amp; CLASS</u></b>			\$ -	\$ -	\$ -	\$ -	\$ -
All departments but public safety P&C							
<b><u>9995 &amp; 9997 PAY &amp; CLASSIFICATION PLAN</u></b>		Comp Bd	\$ 113,800	\$ -	\$ 196,232	\$ 196,232	\$ -
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. 5% increase 1/1/24		County	\$ 293,928	\$ -	\$ 509,309	\$ 509,309	\$ -
<b><u>9996 AID TO THE COMMONWEALTH</u></b>			\$ -	\$ -	\$ -	\$ -	\$ -
General Assembly action to reimburse a portion of State Aid back to the state. N/A FY18, FY19, FY20, FY21							

**92020-OTHER OPERATIONAL  
92040-CONTINGENCIES  
BUDGET REQUEST**

Detail	Detail	Original	Revised	Request	County Admin. Recommendations	Difference
22-23 Revised	FY23-24	FY 22-23	FY 22-23	FY 23-24	FY 23-24	
		\$ 25,000 \$	- \$	25,000 \$	25,000 \$	-
<b>9998 - OPEB</b>						
Funding available for accrued sick leave payouts for employees that retire during the fiscal year. Allocated to departments during revised budget preparation.						
		\$ 10,000 \$	- \$	10,000 \$	10,000 \$	-
<b>9999 - PART TIME</b>						
Funding available for part time needs that arise during the fiscal year. Allocated to departments during revised budget preparation.						
		\$ 55,000 \$	55,000 \$	55,000 \$	55,000 \$	-
<b>92040 - Contingency:</b>						
<b>9999 - CONTINGENCIES</b>						
Amount reserved for unexpected expenditures, emergencies that arise during the fiscal year						
<b>Other Operational Department Total:</b>		\$ 1,314,636 \$	1,216,611 \$	2,006,476 \$	1,520,296 \$	486,180
<b>Contingency Total:</b>		\$ 55,000 \$	55,000 \$	55,000 \$	55,000 \$	-
<b>Grand Total:</b>		\$ 1,369,636 \$	1,271,611 \$	2,061,476 \$	1,575,296 \$	486,180



**AUGUSTA**

COUNTY, VIRGINIA

## **OTHER FUNDS**

**Augusta County  
Fiscal Year 2023-2024  
Fire Revolving Loan Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
State Funds	\$ 294,767	\$ 279,186	\$ 307,267	\$ 322,630	16%
Loan Repayments	162,183	85,636	105,636	105,636	23%
<b>Total Revenues</b>	<b>\$ 456,950</b>	<b>\$ 364,822</b>	<b>\$ 412,903</b>	<b>\$ 428,266</b>	<b>17%</b>
<b>Expenditures:</b>					
Disbursement of Loans	\$ 500,000	\$ 500,000	\$ 1,000,000	\$ 500,000	0%
Gear Purchases	74,068	105,000	105,000	105,000	0%
<b>Total Expenditures</b>	<b>\$ 574,068</b>	<b>\$ 605,000</b>	<b>\$ 1,105,000</b>	<b>\$ 605,000</b>	<b>0%</b>

# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$574,068	\$605,000	\$1,105,000	\$605,000	0%

\*Budget for possible loan disbursement and gear purchases. Available loan amounts increased per policy in 2016, causing budget to increase. FY23 revised reflects two loan disbursements, delayed due to manufacturing shortages.

**Augusta County  
Fiscal Year 2023-2024  
Asset Forfeiture Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b><u>Revenues:</u></b>					
Use of Money & Property	\$ 2,180	\$ 1,500	\$ 2,266	\$ 1,500	0%
Asset Forfeitures	101,600	10,800	52,000	10,800	0%
<b>Total Revenues</b>	<b>\$ 103,780</b>	<b>\$ 12,300</b>	<b>\$ 54,266</b>	<b>\$ 12,300</b>	<b>0%</b>
<b><u>Expenditures:</u></b>					
Personnel	\$ 31,703	\$ 38,000	\$ 37,400	\$ 38,000	0%
Operations	-	10,000	31,692	10,000	0%
<b>Total Expenditures</b>	<b>\$ 31,703</b>	<b>\$ 48,000</b>	<b>\$ 69,092</b>	<b>\$ 48,000</b>	<b>0%</b>



# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Personnel	\$31,703	\$38,000	\$37,400	\$38,000	0%
Operating	0	10,000	31,692	10,000	0%
<b>Total</b>	<b>\$31,703</b>	<b>\$48,000</b>	<b>\$69,092</b>	<b>\$48,000</b>	<b>0.0%</b>

**Augusta County  
Fiscal Year 2023-2024  
Economic Development Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b><u>Revenues:</u></b>					
Grants-County	\$ 455,215	\$ 400,000	\$ 830,000	\$ 800,000	100%
Local Funds	1,892	2,400	2,450	2,450	2%
<b>Total Revenues</b>	<b>\$ 457,107</b>	<b>\$ 402,400</b>	<b>\$ 832,450</b>	<b>\$ 802,450</b>	<b>99%</b>
<b><u>Expenditures:</u></b>					
Capital Contributions	\$ 457,107	\$ 402,400	\$ 832,450	\$ 802,450	99%
<b>Total Expenditures</b>	<b>\$ 457,107</b>	<b>\$ 402,400</b>	<b>\$ 832,450</b>	<b>\$ 802,450</b>	<b>99%</b>

# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$457,107	\$402,400	\$832,450	\$802,450	87.52%

**Augusta County  
Fiscal Year 2023-2024  
Revenue Recovery Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
Use of Money & Property	\$ 3,587	\$ 3,000	\$ 19,800	\$ 3,600	20%
Miscellaneous Revenue	1,984,254	1,822,000	1,967,000	1,915,000	5%
Non-Revenue Receipts	160,000	160,000	160,000	160,000	0%
<b>Total Revenues</b>	<b>\$ 2,147,841</b>	<b>\$ 1,985,000</b>	<b>\$ 2,146,800</b>	<b>\$ 2,078,600</b>	<b>5%</b>
<b>Expenditures:</b>					
Volunteer Contributions	\$ 571,140	\$ 461,811	\$ 556,000	\$ 512,950	11%
Service Fees	113,923	121,813	123,102	448,472	268%
Contingencies	58,676	160,000	160,000	160,000	0%
Transfers to Other Funds	1,403,563	1,241,376	1,307,698	1,280,012	3%
<b>Total Expenditures</b>	<b>\$ 2,147,302</b>	<b>\$ 1,985,000</b>	<b>\$ 2,146,800</b>	<b>\$ 2,401,434</b>	<b>21%</b>

# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$2,147,302	\$1,985,000	\$2,146,800	\$2,401,434	20.9%

\*\*\*Effective January 1, 2024 the board approved an increase in billing rates that are in line with Medicare’s max allowable billing.

**Augusta County  
Fiscal Year 2023-2024**

**ARPA Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
Interest on bank deposits	\$ 41,598	\$ 37,156	\$ 392,918	\$ -	
Revenue from the Federal Government	172,992	-	7,702,825	35,927	
<b>Total Revenues</b>	<b>\$ 214,590</b>	<b>\$ 37,156</b>	<b>\$ 8,095,743</b>	<b>\$ 35,927</b>	
<b>Expenditures:</b>					
COVID/ARPA approved expenditures	\$ 172,294	\$ 8,083,025	\$ 7,753,838	\$ 6,702,143	
Transfers to the general fund	932,167	-	-	-	
Transfers to School Operating Fund	-	-	-	-	
<b>Total Expenditures</b>	<b>\$ 1,104,461</b>	<b>\$ 8,083,025</b>	<b>\$ 7,753,838</b>	<b>\$ 6,702,143</b>	

\*Note funding in FY20-21 were from Federal CARES Funding. Funds from FY21-22 and FY22-23 are from Federal ARPA Funding.

# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Expenses	\$1,104,461	\$8,083,025	\$7,753,838	\$6,702,143	-17%

**Augusta County**  
**Fiscal Year 2023-2024**  
**Virginia Public Assistance**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
State & Federal Funds	\$ 11,786,836	\$ 12,913,729	\$ 12,913,729	\$ 14,047,209	9%
Non-Revenue Receipts	1,142,056	1,506,036	1,506,036	1,551,999	3%
<b>Total Revenues</b>	<b>\$ 12,928,892</b>	<b>\$ 14,419,765</b>	<b>\$ 14,419,765</b>	<b>\$ 15,599,208</b>	<b>8%</b>
<b>Expenditures:</b>					
Administration	\$ 10,240,011	\$ 11,517,060	\$ 11,517,060	\$ 12,286,634	7%
Public Assistance	2,688,880	2,902,705	2,902,705	3,312,574	14%
<b>Total Expenditures</b>	<b>\$ 12,928,891</b>	<b>\$ 14,419,765</b>	<b>\$ 14,419,765</b>	<b>\$ 15,599,208</b>	<b>8%</b>



# 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 2024:**

- 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 to 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$11,786,836	\$12,913,729	\$12,913,729	\$14,047,209	8.7%
County Transfer	\$1,142,056	\$1,506,036	\$1,506,036	\$1,551,999*	3%

\*\$275,659 of this transfer will come from the County capital reserve for DSS.

**Caseload Statistics:**

<b>Program</b>	<b>FY2018</b>	<b>FY2019</b>	<b>FY2020</b>	<b>FY2021</b>	<b>FY2022</b>
Family/Children Medicaid/ADC-FC/FAMIS	3,401	4,038	5,463	6,781	7,759
Adult Medicaid/Auxiliary Grant/LTC	2,066	2,016	2,234	2,310	2,390
SNAP -Supplemental Nutrition Assistance Program (formerly known as Food Stamps)	2,403	2,265	2,209	2,495	2,812
TANF/Diversionsary /Emergency Asst.	208	196	179	190	205
VIEW	53	41	29	51	62
Energy Assistance	2,255	2,318	2,165	2,074	2,200
Foster Care	61	55	46	41	53
Post Adoption Subsidy			112	105	102
Prevention Court Ordered			21	19	16
CPS Investigations & Family Assessments	385	461	341	381	376
Prevention High Risk	30	17	15	23	15
Child Care	83	70	86	71	73
APS Investigations	496	551	665	742	717
AS/APS Guardianship Ongoing Service Cases	267	271	244	318	387
<b>Total Case Count for Augusta County</b>	<b>11,708</b>	<b>12,299</b>	<b>13,809</b>	<b>15,601</b>	<b>17,167</b>

## Shenandoah Valley Social Service Accomplishments for FY2022:

SVSS handled 34,018 ongoing cases in FY2022, a nine percent increase over FY2021. 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 FY2022, the Verona and Waynesboro Offices received a total of 17,556 combined visitors, averaging 1,463 visitors each month. The Waynesboro Office had 8,438 visitors for the year, averaging 703 a month and the Verona Office had 9,118 visitors during the year, averaging 760 a month. Overall, SVSS experienced a 150.8 percent increase in lobby traffic year over year, primarily due to reopening and reverting back from COVID-19 procedures.
- SVSS received \$338,420 in Medicaid Expansion funding and \$129,334 for In-Home foster care prevention services. Both funding streams required no local match for FY2022. This funding is used to support additional benefit and service program positions to assist with the increased Medicaid caseload and expansion of prevention services.
- Adoption/Resource Unit: SVSS completed 32 adoptions during FY2022 and averaged a pool of 46 local DSS resource homes and 260 post adoption cases. We completed eight nonrelative approved home studies, four kinship approved home studies, seven current pending Kinship Approval (with children in placement), one ICPC approval and two kinship approvals that were opened/closed within time frame.
- In FY2022, sixty-seven children entered into the Department's custody (61 Foster Care, 4 Fostering Futures, 1 non-custodial and 1 Extended Fostering Futures COVID). Thirty-three children left care (10 reunification, 1 relative placement, 18 emancipation, 1 entrustment, 2 non-custodial and 1 death). The year-end balance of children in foster care was 133. The Foster Care Unit continues to be committed to working with families and children on reunification and working with older youth in gaining independent living skills.
- In FY2022, SVSS Child Protective Services worked 808 investigations and family assessments and saw 1,104 victim children within the designated response time. This measure increased from 80 percent last fiscal year to 86 percent this fiscal year. The CPS unit has prioritized and improved the rate in which these contacts are successfully made. The FY2022 statistics show that 2,290 referrals were received, a 16 percent increase over FY21.
- The Prevention Unit continues to be busy with an increase in court ordered cases as well as the push from the state to open 75% of the high and very high risk cases from CPS. The number of Family Partnership Meetings for FY22 was 171 meetings. A total of 112 new cases were opened and 81 cases closed. Of those closed cases, 69 children remained in their community instead of entering Foster Care.
- CommonHelp – the VDSS online “web-based” system received 4,617 applications for SNAP, Medicaid, TANF, EAP, and Child Care during FY22. For SNAP, Medicaid, and TANF, 35 percent of all applications received for these programs were from CommonHelp.
- SNAP, TANF, and Medicaid program applications totaled 10,381 from all sources, which includes CommonHelp, CoverVA, FFM (healthcare.gov), Enterprise Customer Service Center, and LDSS (paper applications submitted locally). Medicaid accounted for 4,560 or 44% percent of the

applications. A monthly average of 10,797 individuals were eligible for Medicaid Expansion categories during this fiscal year.

- A State maintained Central Processing Unit assisted our agency by processing 418 (9%) Medicaid applications. In addition, the state VaCMS system automatically processed and successfully completed 7,256 (32%) Medicaid automated renewal applications.
- Benefit Program issued amounts have greatly increased from the prior year due to additional emergency benefits distributed during the pandemic and due to Medicaid closure preventions.
  - TANF monthly average of ongoing cases was slightly higher, (19 cases higher) and the value of benefits issued were \$668,376 more than last year. This substantial increase in benefits is attributed to a TANF one-time payment of \$907 issued to eligible families during the month of January 2022, as part of the funds the Commonwealth received for the American Rescue Plan. In addition, TANF applicants were able to apply for Emergency Assistance for essential needs because the COVID-19 pandemic is considered a natural disaster. These Emergency Assistance payments accounted for \$38,403.97 of the total benefits issued. Total TANF benefits issued were \$2,480,665.
  - SNAP monthly average of ongoing cases was much higher with 587 more cases and benefits issued were \$8,597,009 more than last year. The monthly issuance of emergency benefits increases the household's current monthly allotment to the maximum monthly allotment for the household size and continues each month into the next fiscal year. Total SNAP benefits issued were \$34,157,267.
  - Medicaid monthly average of cases is 19,043 and remains high due to the pandemic. The Department of Health and Human Services has extended the Public Health Emergency (PHE) until January 11, 2023, which continues the requirement that Medicaid cases cannot be closed unless the person requests closure, dies, or permanently moves out of state. Families and Children Medicaid, Plan First, and Medicaid Expansion cases under care increased an additional 1,817 cases from the past fiscal year, and Long Term Care, Aged, Blind and Disabled, and Auxiliary Grant cases increased by 90 cases. Total average of Medicaid benefits issued was \$241,579,414.
  - The agency provided local Burial Assistance of \$21,425 and General Relief of \$44,585 for unrelated minors.
  - Low Income Energy Assistance Program (LIHEAP) provided heating, cooling, and crisis assistance to 4,472 households with total benefits issued of \$2,441,194.
- The Benefits Units were recognized by the Piedmont Regional Director and TANF, 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.
- 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 once again teamed up with Head Start to send out 2,385 mailings to advertise and market Head Start services and child care subsidy in Staunton, Augusta and Waynesboro. The Unit served 164 families during FY22.

- The agency applied for and was awarded funding in the amount of \$116,928 to begin a comprehensive SNAP E&T program in January. A part-time self-sufficiency specialist was hired in February and a full-time self-sufficiency specialist was hired in June of 2022 to begin work on developing the new program and outreach to referred SNAP recipients. To date, over 600 outreach letters have been sent to engage SNAP recipients referred to the program. While response to the outreach attempt has been minimal, it is anticipated that the end of the PHE will see an increase in client program participation.
- SVSS received \$240,417.44 in fraud collections for FY2022. The Fraud Unit received 105 referrals and completed 110 investigations. Eleven of these cases were referred to the Commonwealth Attorney's Office for prosecution with claims totaling \$197,351.89. The Unit initiated 31 Administration Disqualification Hearings with claims totaling \$117,341 and 75 unsubstantiated investigations totaling \$46,721.86 in claims. The combined established claims totaled \$361,414.75 with ongoing and disqualification savings totaling \$380,059.
- SVSS AS/APS Unit received and processed 1,789 reports of adult abuse, neglect or exploitation. Of these 1,595 were investigated with 729 being determined in need of services. An average of 245 guardianships and 32 clients in the Volunteer Money Management Program were monitored for the year. Adult Protective Services continues to work closely with local and state law enforcement agencies relating to criminal abuse, neglect and exploitation investigations, with 226 referrals being made to law enforcement in FY2022. Adult Services received 453 new referrals for long term care screenings, assisted living screenings, or assess service needs.
- Our VIEW program continues to be recognized for its performance in the state. VIEW participants' average hourly rate is \$12.90 which is \$1.90 higher than Virginia's state minimum wage; increasing by \$0.60 over last fiscal year.
- Our Family Outreach and Employment Support Program served 85 individuals during the year. The average hourly wage for an FOP participant was \$12.66, \$1.66 higher than Virginia's state minimum wage.
- Our Medical Outreach and Financial Independence Program Grant concluded in June of 2022. The MOFIP grant hosted six virtual Financial Literacy Sessions through partnership with Habitat for Humanity. Individual financial literacy case management services was offered in partnership with the Adult Learning Center. A contracted provider of Medical Case Management services, RSVP, Inc., assisted 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 grants award in FY22 were \$1,195,745.
- Technology Accomplishments:
  - SVSS successfully renewed DMV use contracts which occurs every two years. This renewal was much more rigorous than years past and required a much more detailed justification of our need to access DMV information. Need for access includes employee driving record checks for new hires and continued employment, driving record check for

foster care home placements, client fraud, client eligibility for Medicaid benefits, and client eligibility for VIEW vehicle purchase program. The VEC launched a new web based system that our staff is now using. SVSS completed a design upgrade of our pages on the County website and worked with the City of Staunton to redirect visitors to their site for social services information to our county website page.

- To assist staff in communicating with foreign speaking client, the agency purchased ten Wi-Fi enabled translation devices for various units. We expanded Wi-Fi capability in our offices allowing staff to be more mobile with their laptops for meetings and teamwork collaboration efforts. The agency created our own Verizon micro cellular network in the Verona building through the purchase of a Verizon network extender device allowing staff to better utilize the state iPads issued which access Verizon service. This also enhanced performance of agency cellphones which are Verizon based.
- Both offices upgraded the closed-circuit camera security systems in visitation rooms and conference rooms. Two additional cameras were also purchased to capture footage of the lobbies of both offices and existing cameras were repositioned on the exterior of both buildings to better capture drop boxes. Eleven new laptops and a charging cart was purchased with some funding assistance from the Adult Learning Center to upgrade the classrooms for the VIEW/Job Readiness Programs. In addition, forty-two agency laptop computers were replaced by the state at no local cost.
- Numerous community presentations and informational meetings were provided to the various community agencies such as Valley Program for Aging, CASA, Valley Community Services Board, HeadStart, etc., this past year including presentations to libraries, nursing and health care facilities, correctional centers, law enforcement agencies, churches, vocational technical centers, schools and colleges. The agency coordinates Child and Adult Protective Service trainings, which includes mandated reporting, 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. Staff also participated in Reentry Fairs at correctional centers and Probation and Parole Office in Staunton. Joint displays with the Augusta County Sheriff's Office and Staunton Police Department were set up in the community and at offices to raise awareness during Elder Abuse Prevention Month and World Elder Abuse Awareness Day.
- Agency staff participated in collecting referrals for Thanksgiving Assistance through Staunton Alliance Church, which provided individuals and families with baskets of food or a prepared meal. Adopt A Senior was held within the agency with staff assisting 164 elderly and disabled individuals. The CPS Units delivered approximately 85 dozen cookies to twenty-two community partners including law enforcement, Children's Advocacy Center, Victim Witness, Commonwealth Attorney Offices, Court Services, and hospital social workers. Adoption and Foster Care collected presents, money and gift cards from various organizations and distributed to foster families and 75 foster children during Christmas. In Home Services was able to provide 107 children with Christmas gifts with help from community sponsors which included Georges, Atlantic Builders, TJMaxx, and others.
- Staff continue to represent SVSS and advocate for populations served by participating on numerous boards and committees in the community, including Valley Community Services Board, SACRA, BRITE, Shenandoah Valley Head Start Council, Waynesboro Housing Committee, Regional Youth Commission, Child Advocacy Center Advisory Board, Staunton and Waynesboro Truancy Board, Foster Love Ministries Board, Augusta Health Support for Vulnerable Community Members, Augusta Health Ethics Committee, Valley Program for Aging, Greater Augusta Coalition Against Adult Abuse, Renewing Homes, ARROW Project Board, Human Trafficking Coalition, Reentry Committee and Business Solutions. Agency coordination and participation in the Augusta County

and Staunton Elder Abuse Multidisciplinary Teams have continued to successfully coordinate social, medical, and legal services for abused, neglected, and exploited adults in the community.

- The agency Facebook pages continue to grow with people liking and sharing our pages and posts. It has been a source for posting current information as well as vacancies to help with recruitment efforts.
- The agency logo continues being promoted in the community through correspondence, including letterhead, emails and agency apparel. To date, agency staff have purchased approximately \$14,500 in agency logo apparel which assists in promoting and recognizing our agency in the community.



**Contacts:**

Anita Harris	Director Shenandoah Valley Social Services	(540) 245-5810
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  
(540) 245-5800

Waynesboro Office  
1200 Shenandoah Avenue  
Waynesboro, VA 22980  
(540) 942-6646

Last update January 2023



**Augusta County**  
**Fiscal Year 2023-2024**  
**Comprehensive Services Act**

	FY2021- 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
State Funds	\$ 2,986,460	\$ 3,540,000	\$ 3,328,536	\$ 3,540,000	0%
Transfers from Other Funds	1,505,820	1,960,000	1,860,488	1,960,000	0%
<b>Total Revenues</b>	<b>\$ 4,492,280</b>	<b>\$ 5,500,000</b>	<b>\$ 5,189,024</b>	<b>\$ 5,500,000</b>	<b>0%</b>
<b>Expenditures:</b>					
Children’s Services Act	\$ 4,492,280	\$ 5,500,000	\$ 5,189,024	\$ 5,500,000	0%
<b>Total Expenditures</b>	<b>\$ 4,492,280</b>	<b>\$ 5,500,000</b>	<b>\$ 5,189,024</b>	<b>\$ 5,500,000</b>	<b>0%</b>

# 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. Costs for treatment foster care, residential placement, community-based services, and special education placements have risen in the last year and will likely continue to rise. In Augusta County we strive to serve and maintain our children in the community whenever possible, but are facing a shortage of evidence-based and clinical services in the area. This lack of appropriate services, in addition to an increase in the number of older children (who typically require more a more intensive level of service) coming into foster care, has meant an increase in the number of children placed outside of the community. The amount we spend on out-of-home placements will continue to rise, while spending on community-based services may stagnate due to lack of providers.

## Goals:

- Streamline the local CSA program to address staffing shortages
- Continue to support alternative multi-disciplinary teams in the community
- 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

**Budget Summary:**

Item	FY2021-2022 Expenditures	FY2022 2023 Adopted	FY2022 - 2023 Revised	FY2023-2024 Recommended	% Change from FY2023
Operating	\$2,986,460	\$3,540,000	\$3,328,536	\$3,540,000	0%
County Transfer	1,505,820	1,960,000*	1,860,488	1,960,000	0%

\*The use of County reserves is reflected in the Fiscal Year 2024 County transfer, for further details see the County Administrator’s letter to the board.

**Service Levels and Performance Measures:**

	FY2017-2018	FY2018-2019	FY2019-2020	FY2020-2021	FY2021-2022
<b>Total Children Served</b>	205	185	161	152	169

**Accomplishments:**

- Maintained all program operations during staffing shortage
- Implemented the tiered billing system for alternative day placements in CSA
- Continued to collaborate with Valley CSB on effective use of MHI funding
- Renewed the PSSF grant
- Completed the CSA Self-Assessment Audit
- Revised and renewed CSA Vendor contracts with eligible service providers

**Contact Information:**

Beatrice Leland, CSA Coordinator

**E-mail:** [beatrice.k.leland@dss.virginia.gov](mailto: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

Updated Jan 2023

**Augusta County  
Fiscal Year 2023-2024**

**Debt Fund**

	FY2021– 2022 Actual	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
<b>Revenues:</b>					
Charges for Services	\$ 69,738	\$ 33,300	\$ 16,119	\$ 37,489	13%
Non-Revenue Receipts	7,748,628	8,147,511	7,700,322	10,672,665	31%
<b>Total Revenues</b>	<b>\$ 7,818,366</b>	<b>\$ 8,180,811</b>	<b>\$ 7,716,441</b>	<b>\$ 10,710,154</b>	<b>31%</b>
<b>Expenditures:</b>					
Debt Service	\$ 7,818,366	\$ 8,180,811	\$ 7,716,441	\$ 10,710,154	31%
<b>Total Expenditures</b>	<b>\$ 7,818,366</b>	<b>\$ 8,180,811</b>	<b>\$ 7,716,441</b>	<b>\$ 10,710,154</b>	<b>31%</b>

# 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	FY2021 – 2022 Expenditures	FY2022 - 2023 Adopted	FY2022 – 2023 Revised	FY2023 - 2024 Recommended	% Change from FY2023
Operating	\$7,818,366	\$8,180,811	\$7,716,441	\$10,710,154	30.9%

\*Increases in FY24 are due to new debt issuance in the Fall of 2022 for two middle school projects for the School board.

# CONTRIBUTIONS



**CONTRIBUTIONS**

DESCRIPTION	PREVIOUS YEAR	PREVIOUS YEAR	PREVIOUS YEAR	Adopted	Projected	Dept	Admin
	FY/2020	FY/2021	FY/2022	ADOPTED	PROJECTED	FY/2024	FY/2024
	ACTUAL	ACTUAL	ACTUAL	BUDGET	ACTUAL	REQUEST	RECOMMEND
SHENANDOAH VALLEY AIRPORT	134,080	134,080	134,080	134,080	134,080	172,141	172,141
SHENANDOAH VALLEY PARTNERS	75,013	75,013	75,013	75,013	75,013	77,487	77,487
MENTAL HEALTH SERVICES BOARD	197,000	197,000	197,000	215,000	215,000	429,944	236,500
VALLEY EDUCATION ALLIANCE	1,000	1,000		1,000	1,000	3,000	-
VALLEY PROGRAM FOR AGING SER	31,250	31,250	31,250	31,250	31,250	31,250	31,250
BLUE RIDGE COMMUNITY COLLEGE	5,000	5,000	5,000	5,000	5,000	5,000	5,000
BRITE BUS-PDC TRANSIT	41,000		41,107	43,510	43,510	50,638	50,638
INTER-REGIONAL PUBLIC TRANSI			12,346	1,109	11,094	11,351	11,351
CATS-TAX EXEMPTION							
COMMUNITY CENTERS (FROM P&R)	8,750	8,750	8,750	8,750	8,750	8,750	8,750
CRAIGSVILLE MEALS TAX	23,058	22,606	19,010	23,276	23,276	21,721	21,721
VERONA FOOD PANTRY	39,540	39,540	39,540	39,540	39,540	39,540	39,540
VALLEY ASSOC FOR INDEPENDENT					-	2,000	-
CENTRAL SHEN CRIME STOPPERS							
FRIENDS OF THE SHENANDOAH RI							
CRAIGSVILLE PERSONAL PROPERT	37,337	38,986	40,386	40,386	46,859	46,859	46,859
LIONS OF VA-TAX EXEMPTION	658	616	586	578	578	597	597
OAK GROVE THEATER-TAX EXEMPT	2,788	2,847	2,847	2,847	2,847	2,846	2,846
STILLWATERS TAX EXEMPTION							
MARY BALDWIN COLLEGE-TAX EXE							
GREENVILLE ATHLETIC CLUB-TAX							
VALLEY CHILDREN'S ADVOCACY C	5,000	5,000	5,000	11,613	11,613	13,654	13,654
SOUTHEAST RURAL COMM. PRO (S					-	5,000	-
VIRGINIA WAR MEMORIAL FOUNDA					-		
CREATIVE WORKS FARM-TAX EXPE				2,176	2,176	3,183	3,183
CAP-SAW CONTRIBUTION	52,100	52,100	52,100	63,125	63,125	63,125	63,125
TALKING BOOK CENTER				4,000	4,000	7,000	4,000
AUGUSTA MILITARY ACADEMY ALUM					-	30,000	-
VASAP					-	7,000	-
RIVERHEADS WEEKLY RELIGIOUS						1,366	-
<b>TOTAL CONTRIBUTIONS</b>	<b>653,574</b>	<b>613,788</b>	<b>664,015</b>	<b>702,253</b>	<b>718,711</b>	<b>1,033,452</b>	<b>788,642</b>



Providing Community-Based Mental Health, Developmental Disabilities and Substance Use Services  
Serving Counties of Augusta & Highland and the Cities of Staunton & Waynesboro

January 30, 2023

Misty Cook  
Director of Finance  
County of Augusta  
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 FY2022, Valley Community Services Board (VCSB) provided 32,574 services to 2,410 residents of Augusta County with one or more of the services on the attached list. This is an increase of 94 distinct individuals served during FY2022 in comparison to last year's numbers. 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 (DBHDS).

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 DBHDS for FY2024 will not be known until the FY2024 budget amendments are approved by the General Assembly and the Governor. However, by utilizing \$7,983,217, the funding provided to VCSB by DBHDS for FY2023, and adding the local funds provided in FY2023, 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 FY2024 is \$887,025. As you will note, this is a substantial increase from last year's request due to the sizable increase in state dollars in FY2023.



When \$887,025 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 FY2022, and the number of services the residents from each locality received from VCSB during FY2022, VCSB is requesting \$429,944 in local matching funds from Augusta County for FY2024 (*I have attached a separate sheet that details the calculation for all of the localities that are served by VCSB*).

While we have used our local funding for the provision of psychiatric services to unfunded VCSB clients over the past few years, we plan to use the money differently in FY2024. As early as 2018, VCSB and some of its community partners, e.g., Augusta Health, have envisioned a comprehensive crisis stabilization unit (CSU) for the area. There is no CSU within VCSB's catchment area, and the need is great. Currently, the Augusta Health Emergency Department (ED) is overwhelmed with behavioral health clients who are warehoused there under the supervision of a law enforcement officer (LEO) until they are discharged or a bed is found for their hospitalization. During their stay in the ED, patients receive minimal treatment but may be in the ED for as many as 4-5 days, the same length of time they might be treated in a CSU, or if a 23-hour crisis receiving center (CRC) were available, they would receive immediate treatment and might be released home during the 23-hour stay, thus alleviating the need for hospitalization, constant supervision by LEOs, and possible incarceration. While a CSU/Detoxification center is the end goal for VCSB's catchment area, the addition of a 23-hour CRC is a welcome beginning point, with hope/expectation that money will be forthcoming in FY2024 from DBHDS for the build-out of the CSU in the same facility as the CRC. The two services, CRC and CSU, would optimize transitioning to an appropriate level of care and prevent the need for hospitalization. DBHDS is providing 1 million dollars during FY2023 to begin the process of "standing up" a CRC, but that money will not be enough to complete the project. We are extremely excited about this new project which will significantly aid the citizens of Augusta County and surrounding localities. As always, Highland County funds are used for providing Outpatient Services in Highland County.

I realize the FY2024 request is a significant amount of money; however, we believe that it will be well spent in the service of our citizens in the funding for a CRC and CSU/Detox. We believe it is more important than ever to allocate the full 10% to VCSB as we embark on this new endeavor. We are grateful for the support Augusta County has provided over the last several years; without the important funding received from Augusta County, City of Waynesboro, and the City of Staunton, VCSB will be significantly challenged to complete the much-needed CRC and CSU.

Ms. Cook, please do not hesitate to contact me at your convenience regarding any questions you might have. The independent audits for FY2021 and FY2022 are included in the packet as well as the other materials requested. As you may recall, the FY2021 audit was not completed in a timely manner last year. We are to provide the audits for your records.

Sincerely,

*Kimberly K. McClanahan, Ph.D.*

Kimberly K. McClanahan, Ph.D.  
Executive Director  
[kmccclanahan@vcsb.org](mailto:kmccclanahan@vcsb.org)  
540-213-7554

**Valley Community Services Board  
FY 2024 Local Match Allocations  
January 2023**

\$ 7,983,217 – FY2023 State Funds received by VCSB  
 \$ 887,025 – Funding required for local match to equal 10% of state & local funding  
 \$ 295,675 – 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 \$295,675 = \$ 5,169
Augusta County	77,487	60.7%	x \$295,675 = \$ 179,462
Staunton	25,750	20.2%	x \$295,675 = \$ 59,638
Waynesboro	<u>22,196</u>	<u>17.4%</u>	x \$295,675 = <u>\$ 51,406</u>
	127,665	100.0%	\$ 295,675

**Clients Served**

<u>Municipality</u>	<u>Clients</u>	<u>%</u>	
Highland County	46	0.8%	x \$295,675 = \$ 2,391
Augusta County	2,410	42.4%	x \$295,675 = \$ 125,255
Staunton	1,809	31.8%	x \$295,675 = \$ 94,019
Waynesboro	<u>1,424</u>	<u>25.0%</u>	x \$295,675 = <u>\$ 74,010</u>
	5,689	100.0%	\$ 295,675

**Services Provided**

<u>Municipality</u>	<u>Services</u>	<u>%</u>	
Highland County	338	0.4%	x \$295,675 = \$ 1,299
Augusta County	32,574	42.4%	x \$295,675 = \$ 125,227
Staunton	24,314	31.6%	x \$295,675 = \$ 93,472
Waynesboro	<u>19,685</u>	<u>25.6%</u>	x \$295,675 = <u>\$ 75,677</u>
	76,911	100.0%	\$ 295,675

**Allocation Totals by Municipality**

<u>Municipality</u>	<u>Population</u>	<u>Clients</u>	<u>Services</u>	<u>Total</u>
Highland County	5,169	2,391	1,299	<b>\$ 8,859</b>
Augusta County	179,462	125,255	125,227	<b>\$429,944</b>
Staunton	59,638	94,019	93,472	<b>\$247,129</b>
Waynesboro	51,406	74,010	75,677	<b><u>\$201,093</u></b>
				<b>\$887,025</b>

**VALLEY COMMUNITY SERVICES BOARD**  
**Services Provided to Augusta County Residents**  
**Fiscal Year 2022**

- 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 Addiction Treatment (OBAT)
- Adult Mental Health Case Management
- Child Mental Health Case Management
- Children's Intensive Care Coordination
- 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 Greenstone Intermediate Care Facility



January 18, 2023

County of Augusta  
 Misty Cook, Director of Finance  
 18 Government Center Lane  
 P.O. Box 590  
 Verona, VA 24482-0590

Dear Ms. Cook,

Thank you for your past and continued support of Valley Alliance for Education (VAE). Last year VAE awarded 27 Creative Classroom Grants totaling \$37,891.00 and supporting 29 dedicated educators across 19 different schools in the Staunton, Waynesboro, and Augusta County school systems. ***Nineteen of the above grants went directly to Augusta County teachers, totaling \$24,218.*** These grants are currently providing additional educational tools and resources for at least ***1,657 Augusta County Public School students.*** Furthermore, many of the grants are used in multiple grade levels year after year, adding to the number of students positively affected by these classroom grants. In addition, VAE annually awards a \$1,000 school grant to honor each district's Teacher of the Year - making the actual number of students served even higher!

The 2022-23 grants were awarded last August at our annual reception and as we speak these innovative classroom ideas are coming to life inside Augusta County classrooms. These are just a few of the grant titles that were awarded to Augusta County teachers for the current cycle: ***As the Pages Turn, We Learn: Moving Forward by Learning from the Past; Recording Studio Instruments and Equipment; Flight Simulator PC; Revving Up to Electric; Cracking the Reading Code: One Secret at a Time; Classroom Coffee Café; Crazy for Chickens.***

As you can see, the ideas are diverse and reach all grade levels while also supporting many of the Virginia SOL requirements.

Because we feel these resources are invaluable, VAE would like to respectfully request a \$3,000 investment from Augusta County for the 2023 fiscal year. These funds will go directly into our highly successful Creative Classroom Grant program. We believe this to be a great return for the dedicated teachers and students in Augusta County Public Schools.

VAE was 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. Since the inception of VAE over 32 years ago, one million dollars has been invested through the classroom grant program

If you would like additional information about any of the grants funded by our organization, please feel free to reach out to any VAE board member. You may also find it helpful to view our website at [www.vaeva.org](http://www.vaeva.org) for an overview of the VAE’s work and to see a complete list of grant winners and schools.

Again, any funding from Augusta County would be greatly appreciated. These funds will directly impact the number of grants VAE will be able to award for the 2023-24 scholastic year.

We sincerely hope Augusta County will support our Classroom Grant program which rewards innovative teachers with materials to make their classrooms even more engaging places for students. Grants of up to \$1,500.00 are available for teaching/enrichment projects in language arts, math, sciences, fine arts, and technology.

VAE committees conduct a “blind” review, judging grant applications solely on their merits, without knowledge of the teacher, school, or division the request represents. The 2023-24 scholastic application is currently open and the 2023 grant winners will be notified prior to May 15, 2023. Funding for these grants will be provided prior to the start of the school year.

As requested, I have attached the following:

- VAE’s latest FY financial report which includes annual budget information
- A summary of the 2022-23 grants awarded including number of students served

Thank you again for your consideration. I am happy to provide any additional information you may need or answer any questions you may have.

Sincerely,

*Carla R. Van Devander*

Carla Van Devander  
VAE Business Excellence Committee, Chair

Valley Alliance for Education  
P.O. Box 515  
Fishersville, VA 22939  
Phone: 540-943-0029 Email [vae@lumos.net](mailto:vae@lumos.net)  
For Additional information visit our web site at: [www.vaeva.org](http://www.vaeva.org)

**Imagine, Inspire, Innovate, Invest**



325 Pine Avenue • PO Box 817, Waynesboro, VA 22980 • 540.949-7141 • www.vpas.info

January 13, 2023

Misty Cook, Director of Finance  
County of Augusta  
P.O. Box 590  
Verona, VA 24482

Dear Misty,

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 County'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 2023-24.

Included with this request is our 2021-22 Impact Report for the SAW. 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 partnering with senior apartment communities to distribute COVID test kits and Farmer's Market coupons; adding vehicle and staff resources to expand our Senior Transportation program; and establishing a contract with Augusta Health to provide meals for our Meals on Wheels and Cafe programs.

As conditions have allowed, we have slowly resumed our in-person services, with VPAS Cafes opened in February 2022 and Recreation programs being offered both in-person and virtually. Our VPAS Cafes in Augusta County are in various Augusta County libraries. We value our new partnership with the libraries as we work to establish VPAS Cafes throughout the County. Our programs of support for family caregivers continue to expand, and this month we are launching a Telephone Reassurance program to provide wellness checks to our neighbors who are in need of a friendly voice and social interaction.

The documents you requested are attached, including the independent audit for our FY20-21. Our FY21-22 audit will be presented to the VPAS Board of Directors at their January 23, 2023 meeting and will be available after that date, upon your request.

Augusta County'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 Board of Supervisors to answer questions about our request for financial support.

Respectfully submitted,

Janice Gentry  
Director of Senior Services, SAW

Jeri Schaff  
Executive Director

**Valley Program for Aging Services**

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# VPAS IMPACT REPORT 2021-2022

Staunton, Augusta County, and Waynesboro Region

## VPAS Mission

To empower those 60 and over with the resources and opportunities they need to lead engaged lives



In FY 2021-2022, we served 1,659 people.

## Mind and Body

We provided 3,289 hours of health classes, confident aging education and senior recreation, and 49,517 healthy meals.



## Transportation

We provided 4,244 one-way van rides to medical appointments and other life-necessary destinations.



## Home and Caregiver Support

We made 1,599 contacts for information and assistance, provided 850 hours of homemaking, and 71 caregiver support sessions.



## Medicare Consultation

Our certified counselors served 732 older adults.



# Highlights and Trends



## STAUNTON, AUGUSTA COUNTY AND WAYNESBORO REGION

- We partnered with Augusta Health to provide the meals for our Meals on Wheels and Cafe programs.
- We launched our VPAS Cafes. We host a Cafe in Waynesboro on Mon. & Tues., in Staunton on Wed., and in different Augusta Co. locations three Thursdays a month.
- In June & July, we offered weekly Trivia and Tai Chi for Arthritis & Fall Prevention at two Staunton Senior Apartment complexes.
- In August, we delivered COVID-19 test kits to all Meals on Wheels clients and distributed them at eight different senior apartment complexes.
- We distributed 215 Farmer's Market Coupon books to income-eligible residents. Each book was worth \$45 to purchase locally grown fruits and vegetables from participating farmers at local farmers markets.
- In response to increased ride requests, we boosted the hours of our paid senior transportation drivers to ensure 86 hours of coverage each week. We continue to look for volunteer drivers to expand our capacity. Contact Kay Gentry at 540-471-1695 if you are interested in volunteering.
- We received a new minivan for our senior transportation program, after a long pandemic-related delay. A grant from Department of Rail and Public Transportation (DRPT) covered 80% of the cost of the vehicle.



**For more information, visit [www.vpas.info](http://www.vpas.info) or call: 1-800-868-VPAS**





October 31, 2022

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 1,091 students from Augusta County were enrolled for credit instruction during 2021-2022; and 304 citizens were served through our non-credit public service offerings.

Enclosed is Blue Ridge Community College's request for 2023-24. 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 for Blue Ridge Community College: Construction Fund, Enrollment Data by Locality 2021-22, and Local Government Contributions Requested 2022-23 per ten-year plan. 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 the most prominent parts.

John A. Downey  
President

P.O. Box 80, One College Lane, Weyers Cave, VA 24486  
[www.brcc.edu](http://www.brcc.edu)  
Phone (540) 234-9261 • Fax (540) 234-8189

**Blue Ridge Community College  
Construction Fund  
Results for July 1, 2022 thru September 30, 2022**

	2022-23	2022-23	0
	Budget	Actual	Difference
<b>Add Revenue:</b>			
Local Government Contributions			
Augusta County	\$ 137,585	\$ 137,585	\$ -
Rockingham County	\$ 126,663	\$ 126,663	\$ -
Highland County	\$ 1,686	\$ 1,686	\$ -
Harrisonburg	\$ 62,672	\$ 62,672	\$ -
Staunton	\$ 41,048	\$ 30,786	\$ (10,262)
Waynesboro	\$ 30,346	-	\$ (30,346)
<b>Total Revenue</b>	<b>\$ 400,000</b>	<b>\$ 359,392</b>	<b>\$ (40,608)</b>
<b>Less Expenditures:</b>			
Construction Inspection	\$ 20,000	\$ -	\$ (20,000)
Parking Construction-Paving	\$ 285,000	\$ 253,557	\$ (31,443)
Capital Projects	\$ 50,000	-	\$ (50,000)
Door Access System	\$ 108,754	\$ 20,528	\$ (88,226)
Transfer to Interest-Unspent funds ACSA Sewer Project	\$ 14,572	\$ 14,572	\$ -
<b>Total Expenditures</b>	<b>\$ 478,326</b>	<b>\$ 288,657</b>	<b>\$ (189,669)</b>

10/21/2022

Blue Ridge Community College  
Enrollment Data by Locality

2021-22	NonCredit		Credit	
Locality	Unduplicated for the AY	Percent of Total	Unduplicated for the AY from UDT report	Percent of Total
Augusta	304	28%	1,091	28%
Harrisonburg	231	21%	839	22%
Highland	-	0%	11	0.29%
Rockingham	366	34%	1,200	31%
Staunton	131	12%	385	10%
Waynesboro	58	5%	318	8%
<b>TOTALS</b>	<b>1,090</b>	<b>100%</b>	<b>3,844</b>	<b>100%</b>

AY = Academic Year = summer, fall, spring semesters

Unduplicated credit totals from UDT report  
Unduplicated noncredit totals from PS (AY1819noncredit)

Blue Ridge Community College  
 Local Government Contributions Requested 2022-23  
 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



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January 17, 2023

Mr. Timothy Fitzgerald  
Augusta County Administrator  
P.O. Box 590  
Verona, VA 24482

RE: FY24 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 FY24. Attached you will find a matrix that outlines and describes the annual member assessment and several programmatic areas of funding for your consideration. I will be happy to provide a more detailed description about each of the programs and budgetary requests.

For over 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

**FY24 Budget Request  
Central Shenandoah Planning District Commission  
Augusta County**

#	Item	Request	Brief Description
1	Annual Assessment  081010-5604	\$50,836	The annual assessment, based on 82 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  081010-5604	\$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  081010-5604	\$9,170	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  092030-5703	\$50,638	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  092030-5704	\$11,351	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 connects Staunton, Fishersville, Waynesboro, Charlottesville, UVA and Albemarle County. The state grant which requires local matching funds is divided equally among the partners on each side of the mountain.
	TOTAL	\$127,495	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.

<b>CSPDC FY24</b>	<b>\$ 0.82</b>
<b>PDC LOCALITY</b>	<b>GENERAL ASSESSMENT</b>
AUGUSTA	\$ 50,836
BATH	10,753
BUENA VISTA	12,038
HARRISONBURG	38,602
HIGHLAND	9,632
LEXINGTON	12,459
ROCKBRIDGE	20,768
ROCKINGHAM	54,178
STAUNTON	22,560
WAYNESBORO	20,633
<b>SUBTOTAL</b>	<b>\$ 252,459</b>

**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
	<b>Total Community Center Contributions</b>		<b>\$</b>	<b>8,750</b>



**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
2023	15,816	\$ 2.50	\$ 39,540
<b>Budget</b>			
<b>2024</b>	<b>15,816</b>	<b>\$ 2.50</b>	<b>\$ 39,540</b>



*Valley Associates for Independent Living, Inc.*

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3210 Peoples Drive Suite 220 • Harrisonburg, VA 22801  
 Voice (540) 433-6513 • FAX (540) 433-6313 • [www.govail.org](http://www.govail.org)

January 6, 2023

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. It is important to note that VAIL has a fee for service contract with the City of Waynesboro to serve as the ADA Coordinator. VAIL has a certified ADA Coordinator on staff.

<b>Locality</b>	<b>Number of individuals with disabilities served July 1, 2021 to June 30, 2022</b>	<b>Contribution from locality</b>
<b>Augusta County</b>	<b>68</b>	<b>\$0.00</b>
Bath County	6	\$2000.00
Buena Vista City	8	\$0.00
Harrisonburg City	91	\$1600.00
Highland County	8	\$2000.00
Lexington City	18	\$0.00
Rockbridge County	17	\$0.00
Rockingham County	122	\$5000.00

Staunton City	37	\$0.00
Waynesboro City	42	\$495.00

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 68 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 68 individuals, VAIL also provides an array of services. Examples include youth transition services, information and referral, independent living skills training, and access to grant funding for home modifications focused on accessibility and safety (e.g. wheelchair ramp, handrail, grab bar, etc.). Youth transition services assists youth (age 14 to 21) in accessing appropriate services to meet post-graduation goals. Information and referral helps individuals assess their needs and match resources to their needs, such as affordable and accessible housing, assistive technology, and transportation. Individuals who want to live independently can access training in any skill necessary to live in the community and build self-esteem, confidence, and competence. Training can include: financial management, meal preparation and grocery shopping, recreation and social skills, household maintenance, and use of public transportation. These services and more are provided to achieve the goals of empowering individuals with disabilities to remain in their homes and communities, and ensuring access to the greater community.

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
<b>Total</b>	<b>\$2,000.00</b>

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 2023-24, for Augusta County, we plan to:

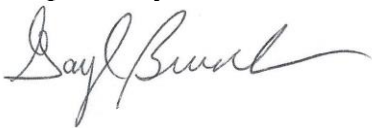
- Continue to provide excellent information and assistance services for individuals with disabilities.
- Continue to promote home and community based care options for individuals with disabilities. Continue to foster the development of the ADRC with the goal of making it easier for individuals with disabilities, seniors, their families, and their caregivers to find appropriate services.
- Continue to coordinate home modifications for residents of Augusta County.

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,



Gayl Brunk  
Executive Director

**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	
2022	15,903,425	Schedule 1, County of Augusta Audit
2021	13,706,430	Schedule 1, County of Augusta Audit
	<u>2,196,995</u>	Total Increase (Decrease)
	16.03%	% Increase (Decrease)

**FY23 Reimbursement Calculation**

40,386	FY22
<u>16.03%</u>	% Increase (Decrease) of County FY21 PP Taxes
46,859.45	Total FY21 reimbursement amount

**FY22 Increase (Decrease) over prior year audit PP Taxes**

40,386	FY22 Reimb to Craigsville
<u>16.03%</u>	% Increase (Decrease)
6,473.45	FY23 increase (decrease) for PP taxes

**FY22 Total Reimbursement**

40,386	FY22 Reimb to Craigsville
<u>6,473</u>	FY23 PP increase (decrease)
<u><b>46,859</b></u>	<b>FY23 Total Reimbursement</b>
<u><u><b>46,859</b></u></u>	<b>FY23 Revised Budget, FY24 Request</b>

Town of Craigsville Contact Info:  
 Phone (540) 997-5935

***Lions of Virginia District 24-C  
Sight and Hearing Mobile Screening Unit  
S.A.H.M.S.U.***

December 26, 2022

P O Box 159  
Stephens City, Va. 22655

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 for the next fiscal year.

As you will note, our income fell below the threshold for our filing a 990 IRS Form.

Please know that Lions Clubs International re-aligned the Lions Club Districts in Virginia recently and the enclosed Lions Club Contribution List shows the various Regions and the Lions Clubs that make up each Zone in the particular Region. I trust that the information contained in the Screenings Report will answer any questions that you might have. If not, feel free to contact me at the above address.

If you need any further information, please contact me at the address above, or by telephone at 540-869-3784 after 6 p.m.

Sincerely,



James W Golladay Jr  
Treasurer

Enc: Screenings through June 30, 2022 (Fiscal Year Close June 30, 2022)  
Club Contributions through June 30, 2022 (Fiscal Year Close June 30, 2022)  
2022-2023 Proposed Budget



## OAK GROVE THEATER

*Playing in the Woods since 1954*

County of Augusta/Finance Dept.  
P.O. Box 590  
Verona, VA 24482-0590  
Attention: Director of Finance Misty Cook

January 31, 2023

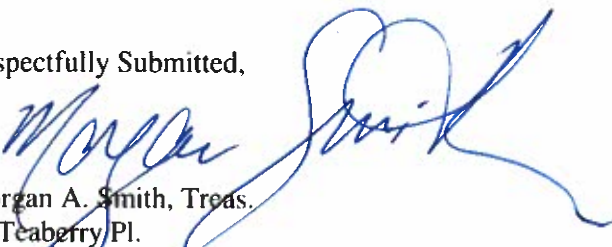
Re: 2023-2024 Community Service Organization Funding Request from Oak Grove Theater

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 \$2,846.34 for Real Estate Taxes for 2022. 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.

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 \$2,846.34 will be included in the County's Annual Budget.

Respectfully Submitted,



Morgan A. Smith, Treas.  
78 Teaberry Pl.  
Fishersville VA, 22939  
540-451-0915

Post Office Box 3040 | Staunton, Virginia 24402 | [www.oakgrovetheater.org](http://www.oakgrovetheater.org) | [groveinfo@oakgrovetheater.org](mailto:groveinfo@oakgrovetheater.org)

# VALLEY CHILDREN'S ADVOCACY CENTER

January 31, 2022

**Executive Director**  
Rebecca Simmons, MSW

**Board Members 2022**

- President*  
Hon. Ron Ramsey
- Vice President*  
Hon. Staci Falls
- Secretary*  
April Dovel
- Treasurer*  
Michael Wilhelm
  
- Lauren Bodhan
- Linda Shreckhise

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 FY24 budget, I am respectfully submitting the following information for your review:

**Audit** – Please see attached FY21 audit findings prepared by Didawick and Company.

**Proposed Budget** – Please see the attached proposed FY24 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 FY20, FY21, and FY22, as well as an average of the 3 years combined.

Forensic Interview clients served by jurisdiction –

	Number of Cases Handled				% of Total
	FY20	FY21	FY22	3 Yr. Average	
Staunton	63	63	37	54	31%
Augusta	79	72	71	74	42%
Waynesboro	41	51	48	47	27%
<b>TOTAL</b>	<b>221</b>	<b>183</b>	<b>186</b>	<b>175</b>	



NATIONAL CHILDREN'S ALLIANCE®  
ACCREDITED MEMBER



Member

Community Partner of:



United Way of Greater Augusta



While the above-mentioned table shows 71 children were served with a Forensic Interview from Augusta County during FY22, 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](mailto: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 FY24**  
**January 31, 2023**

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, advocacy, and psychoeducation, and the family is referred for on-going services, including mental health counseling and case management.

Lastly, 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. This includes providing these beneficial

training opportunities to other youth-serving organizations and local school districts.

**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 Staunton, Waynesboro, and Augusta County during FY24. This \$30,000 request represents 5% of the agency's total FY24 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 FY22's number of children served per locality.

Total Children Served from Waynesboro, Staunton, and Augusta County: 156

<b>Locality and Number Served</b>	<b>Percentage of Total Children Served</b>	<b>Funding Request Based on Children Served @ \$192.31/Child</b>
Staunton: 37	24%	\$7,115.47
Waynesboro: 48	31%	\$9,230.88
Augusta County: 71	45%	\$13,654.01

Note: CAPSAW funds received for FY22 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 FY22.



347 Campbell Avenue, SW | Roanoke, Virginia 24016  
540 345-1184 (P) | 540 342-2932 (F) | [www.sercap.org](http://www.sercap.org)



**Hope F. Cupit, CPA**  
President & CEO

**Walter Fleming**  
Board Chair

January 30, 2023

Augusta County Finance Department  
Attn: Ms. Misty Cook, Director of Finance  
18 Government Lane  
PO Box 590  
Verona, VA 22482

Dear Ms. Cook,

Southeast Rural Community Assistance Project, Inc. (SERCAP) is a nonprofit organization that provides training, technical, and financial assistance to rural communities and low-to-moderate income (LMI) individuals across the Commonwealth of Virginia, in order to bring clean, safe drinking water and environmentally sound wastewater facilities to all. SERCAP provides a variety of services from engineering and planning to grants and affordable loans that support key water and wastewater infrastructure projects in communities across Virginia. I'm writing today to request that Augusta County consider allocating **\$5,000.00** in its next budget to support SERCAP's continued efforts in providing water and wastewater infrastructure services.

During the 2021/2022 Program Year, SERCAP invested over \$2.7 million into projects throughout rural Virginia. In the past, SERCAP has invested over \$208,000 into Augusta County for water, wastewater, and community development projects. A commitment of funds for FY2024 will further allow SERCAP to serve Augusta County through its water, wastewater, housing, community development, and economic development services. SERCAP delivers infrastructure projects which will have a long-lasting impact on the Quality of Life, Environmental Health, and/or Economic Self-sufficiency of the residents of Augusta County, and the County at-large.

Thank you in advance for your earnest consideration of our request and please do not hesitate to contact me if you need any additional information pertaining to the services that SERCAP has provided in your area.

Sincerely,

*Timothy B. Cotton*

Timothy B. Cotton  
Planning Manager  
SERCAP



*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*

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December 19, 2022

RE: 2023-2024 Community Service Funding

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 2023-2024 Fiscal Year. Parcels included in request are:

059-58 (62.22 acres, this area is where development has occurred)  
059-64 (79.53 acres, wooded)  
059-69 (18.07 acres, wooded)  
059-69B (1.0 acre, wooded)

Attachments:

- Copy of 2021 Financial Review
- Copy of 2021 990
- Copy of 2022 Treasurer's report through Oct 31, 2022
- Copy of 2023 operating budget (approved by our board of directors at Dec 2022 board meeting)

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 2022, we served 204 campers, representing over 60 different diagnoses, with most common being children with autism, ADHD, down syndrome, cerebral palsy, diabetes, epilepsy, and PTSD. 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 2022, 27% of our enrolled campers had a household income below the state poverty level, and 68% 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 16% ages 18+ in 2022. If you need any additional information as you process this request, please reach out to me at [kelly@creativeworksfarm.org](mailto:kelly@creativeworksfarm.org), or call 540-471-1659.

Thanks for your consideration,



Kelly Truxell, development director



## Misty Cook

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**From:** Anna Leavitt <valleycapsaw@gmail.com>  
**Sent:** Monday, January 2, 2023 1:59 PM  
**To:** Misty Cook  
**Subject:** [EXTERNAL]CAPSAW Community Services Funding Request FY 24  
**Attachments:** CAPSAW Audit sections FY 22.pdf; Supplemental Information.pdf; CAPSAW 2022 Annual Report.pdf

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 24. 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 selected 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 level funding for a total of **\$63,125** from Augusta County for FY 24.

CAPSAW offers several competitive grant opportunities each year. Successful applicants are expected to address the areas of interest outlined in our Strategic Plan and Needs Assessment Report. Those include childcare, education, income & asset development, housing, and community health.

The **Community Support Grant** uses **local only dollars**. Applications are reviewed several times a year. Up to \$2,000 can be requested for the purchase of items or services that are not allowable or for programs that cannot complete the detailed and exhaustive demographic and data driven reports required by other CAPSAW grants. This funding opportunity is currently capped at \$25,000 a year.

The **Consolidated Funding Grant** combines **federal, state, and local dollars** and represents most of our proposed budget each year. The CAPSAW Board will determine FY 24 award amounts for selected programs based upon the projected budgeting processes of the state, federal, and local governments. Allocations will be announced by May or June of 2023.

The **TANF Expansion Grant** combines **federal, state, and local dollars** and supports new/and or expanded programming for families with children providing eligible activities with a focus on Employment Supports, Childcare, Transportation, Education & Training, and Mental Health. Allocations will be announced by May or June of 2023.

### 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/631>. Information relevant to CASAW can be found on pages 106 – 109 under Nonmajor Governmental Funds. A copy of those pages is included with this email.

- The proposed CAPSAW FY 24 budget and demographic information is included as an attachment. 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 our best guess and are subject to change.
- CAPSAW utilized all of our C.A.R.E.S Act funding with allocations occurring in FY 22 and the first quarter of FY 23. This funding was a one-time grant and is not renewable.
- The organizations currently receiving CAPSAW support through the Consolidated Funding or TANF Expansion Grants are included in the Year-to-Date budget information.

### CAPSAW Impact by The Numbers (FY 22):

- **4,625** individuals participated in services funded by CAPSAW in our most recently completed fiscal year.

- **\$517,000** in funding provided through Consolidated Funding Pool, Community Support, and C.A.R.E.S. Act COVID Response Grants.
- **\$3.9 MILLION** in income earned, increased savings, benefits obtained, grants provided, and costs avoided.
- More information on demographics, outcomes, and services can be found on the attachment and in our Annual Report.

CAPSAW funds are closely monitored through the quarterly submission of statistical and financial reports as well as site visits to funded agencies. This accountability and transparency provides relevant data about community needs and helps to measure the impact of the services rendered.

Reduction in the amount 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](mailto:valleycapsaw@gmail.com).

Thank you and Happy 2023!

--

Anna Leavitt, Director

Community Action Partnership of Staunton, Augusta and Waynesboro

<https://www.waynesboro.va.us/346/CAPSAW>

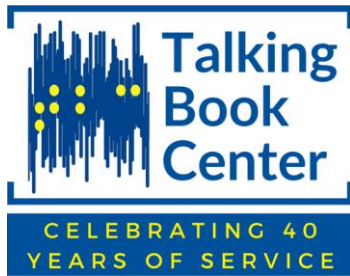
540-292-0017(cell)

900 Nelson Street

Staunton, VA 24401

**\*\*My working hours may not be the same as your working hours. Please do not feel obligated to reply outside of your work schedule.\*\***





1 Churchville Avenue  
Staunton, VA 24401  
(540) 885-6215  
talkingbooks@ci.staunton.va.us  
www.TalkingBookCenter.org

January 30, 2023

Ms. Misty Cook  
Director of Finance  
County of Augusta  
18 Government Center Lane  
Verona, VA 24481

Dear Ms. Cook,

We are writing to request inclusion of the Talking Book Center (TBC) in the Augusta County Fiscal Year 2024 Budget for the amount of \$7,000. These funds reflect county residents' high usage rates of TBC services and will help to ensure continuing service for residents who are blind, vision impaired, and print disabled and unable to use standard or large print materials found in local 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% are under age 60
- 35% are congenitally blind (from birth) or adventitiously blind (lost vision later in life)
- 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 of vision loss or other disability. They often switch from standard print books to large print before attempting books on CD. Unfortunately, books on CD are not accessible for many print disabled readers. Because of their disability, individuals also often have to rely on friends or family members to visit a public library on their behalf. Newer self-service apps such as Overdrive/Libby or Audible are not fully accessible, nor do they have the extensive content available under copyright provisions for the blind; some are cost prohibitive and pose a financial barrier.

**Talking Book Center, Inc. Board of Directors**

Marian Hackney - President • Pat Ward - Vice President • Virginia Trovato - Secretary • Deborah Patton - Treasurer  
James Allen • Kelly Berrang • Dr. Jennifer Brown • Alisa Cummings • Robert Gudman • Kelli Jennings  
Rebecca Messer • Michelle O'Neal • Sarah Skrobis • Mary Stephenson • Susan Versen

The two Reader Advisors who operate the TBC are available by phone Monday – Friday to provide patrons with reference service, book selection, downloading of titles from the digital collection, and assistance in troubleshooting the devices. The Talking Book Center provides their patrons 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.

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.

This year, the TBC is also proud to be able to provide two new services:

- iBill currency readers and Braille eReaders to patrons. The TBC is the first Virginia organization to partner directly with the federal Bureau of Engraving and Printing to bring the wait time for an iBill reader down from eight weeks to two days. These small devices promote financial security and independence by scanning paper currency and providing audio cues as to a bill’s value.
- A new NLS service now allows us to distribute refreshable braille eReaders to our patrons free of charge. Braille eReaders were previously out of reach for many blind readers due to the high cost.

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 economic strain over the past few years, 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. In the past, Augusta County has provided generous financial support for which the Talking Book Center is grateful. Prior to the pandemic, we were thrilled to see the efforts to bring Augusta County funding commensurate with its level of usage of our organization's services, and we look forward to renewing that process to increase support for accessible library services in your community.

Sincerely,

Marian Hackney, President  
Board of Directors  
Talking Book Center, Inc.

cc: Dr. Jennifer Brown, Augusta County Library Director

Enclosures:

TBC 2022 Financial Review

FY 2022 990-EZ

Preliminary Proposed Budget FY24

**List of Jurisdictions Served and Their Contributions for FY2023**

<b>Jurisdiction Served</b>	<b>FY23 If Funds Were Proportional to Jurisdiction's Usage of TBC Services</b>	<b>FY23 Actual Contributions</b>	<b>Percent of Total FY23 TBC Jurisdictional Contributions</b>
Augusta County	\$ 25,000	\$ 4,000	22%
Bath County	\$ 500	\$ 500	3%
Highland County	\$ 1,000	\$ 1,000	6%
Rockbridge County	\$ 6,300	\$ 6,435	36%
Buena Vista	\$ 2,100	\$ -	0%
Lexington	\$ 3,700	\$ -	0%
Waynesboro	\$ 7,000	\$ 6,000	33%
	\$45,600	\$17,935	

**Please note:**

- The City of Staunton contributes in-kind donations valued at \$16,000, including utilities and space, IT equipment and support, payroll services, and more.
- The TBC Board of Directors continues to work to reestablish adequate funding levels from municipalities whose funding has dropped off. Should adequate funding from those jurisdictions not return to previous levels, the Board of Directors will consider how to proceed with or possibly even cease service to those municipalities in future years.

**List of Clientele**

<b>Jurisdiction:</b>	<b>Patron Count:</b>	<b>Percent of total TBC Patrons:</b>	<b>Items Circulated in FY2022:</b>	<b>Percent of total FY2022 Circulation:</b>
Augusta County	111	34%	6,480	41%
Bath County	3	1%	2	0
Highland County	7	2%	270	2%
Rockbridge County	31	10%	977	6%
Buena Vista	15	5%	166	1%
Lexington	16	5%	690	4%
Staunton	107	33%	5,543	35%
Waynesboro	33	10%	1,512	10%
<b>Total:</b>	<b>323</b>		<b>15,640</b>	

<b>Augusta County Geographic Breakdown:</b>	<b>Patron Count:</b>
Churchville	5
Crimora	1
Fishersville	15
Fort Defiance	2
Greenville	5
Grottoes	3
Lyndhurst	2
Middlebrook	2
Mount Solon	5
Raphine	3
Staunton (non-city zip code 24401)	25
Stuarts Draft	18
Swoope	2
Verona	10
Waynesboro (non-city zip code 22980)	7
West Augusta	1
Weyers Cave	5
<b>Total:</b>	<b>111</b>

**FY2023 Operating Budget**

<b>Revenue</b>	<b>Amount</b>
Localities*	\$27,935
United Ways	\$1,475
Friends of Library Groups	\$ 7,500
Other Support	\$10,000
Savings Reserves	\$32,465
<b>Total Revenue</b>	<b>\$79,375</b>
<b>Expenditures</b>	<b>Amount</b>
Staff Payroll	\$59,000
City Occupancy & Services*	\$16,000
Contracted Services	\$100
Fees & Licenses	\$700
Professional Fees	\$675
Conference & Workshop	\$300
Printing & Publications	\$550
Travel	\$1,500
Promotional Materials	\$100
Promotional Conferences	\$50
Miscellaneous	\$400
<b>Total Expenses</b>	<b>\$79,375</b>

\* The City of Staunton contributes in-kind donations valued at \$16,000, including utilities and space, IT equipment and support, payroll services, and more. Waynesboro City funding was approved and sent after the TBC board approved the FY2023 operating budget.

Organization: Augusta Military Academy Alumni Foundation, Inc.  
Contact: Tom DeValle  
Position: Vice Chairman  
Address: 1640 Lee Hwy, Fort Defiance, VA 24437  
Purpose: General Museum Operations  
Funding Request: \$20,000 annually, \$10,000 one-time request

The Augusta Military Academy Alumni Foundation, Inc (AMAAF) is pleased to submit this letter of request to the Augusta County Board of Supervisors. The Board of Directors wholeheartedly appreciates your time, consideration, and review of our application.

The Augusta Military Academy Alumni Foundation curates, operates, and promotes the Augusta Military Academy Museum in Fort Defiance, Virginia. Sixteen years after the Academy closed, the Museum opened in May 2000 and has continued to evolve and operate ever since. The mission of the Museum, as well as the Foundation, is to preserve the traditions and heritage of the Augusta Military Academy and to honor the memory of the life and times of its alumni, faculty, staff, and supporting families. We strive to achieve this mission through both permanent and temporary exhibits and diligent conservation of the Museum's collections of artifacts, archives, and photographs. We are pleased to announce that the Museum won an award for Best Museum of the Shenandoah Valley this year.

The Board of Directors has one primary objective. We simply want to increase exposure and visitation to the Augusta Military Academy Museum and, subsequently, to Augusta County and the broader Shenandoah Valley Region. Museum Staff and the Foundation's Board of Directors would like to more intentionally and effectively engage with local community members, cultivate space for storytelling opportunities and stimulating conversations, and educate anyone who would like to learn more about the Augusta Military Academy and the regional history of the Shenandoah Valley. All funds received from the Augusta County Board of Supervisors Foundation would ultimately support these objectives and ensure the continued legacy of the Academy and our robust presence within our region. With an additional \$20,000 in operational funds annually and a one-time gift of \$10,000, Museum Staff will have heightened capacity for programs and events to better serve the local community, and the Board of Directors hopes to make some significant improvements to the current technology and equipment on display at the Museum.

Events and presentations, both for local students specifically and for the broader community, have become a heightened priority for the Foundation. At this time, the Foundation already hosts various events on campus every year to gain exposure and better connect with nearby communities within our network. This year alone, the Foundation has hosted a Food Drive benefitting Blue Ridge Area Food Bank, a Fall Craft Festival benefitting the museum's operating expenses, an open-to-the-public, live performance of the United States Air Force Heartland band and a Noble Legends lecture. The Board of Directors wants to not only replicate these events next year but support additional events and programmatic ventures. All funds received will undoubtedly support these fundamental operations to achieve our mission.

The Foundation hopes for the Augusta Military Academy Museum to become not only a hub of community events gathering opportunities but a true educational center for the Shenandoah

Valley. Museum Staff is committed to increase engagement efforts with local youth and students, as well as adults who would like to learn more about the local history of the Academy and the surrounding areas. The Museum would like to host more events with a particular emphasis on education, including speaker series events, school field trip events, film showings, and author presentations. Not only would these events showcase the rich history of the Museum and the Shenandoah Valley, but we would like to incorporate opportunities for reflective and progressive dialogue amongst members of the community. The Foundation strives to utilize the Museum to amplify a variety of voices and perspectives, with the intention of sparking meaningful dialogue, embracing difference, and celebrating progress.

Museum Staff and the Foundation's Board of Directors remain attentive to and involved in the tourism and education networks that flow throughout the Commonwealth of Virginia. Museum Staff hopes to advance the Museum's presence in the Shenandoah Valley educational system and within the Virginia Tourism Corporation (and affiliated organizations) to solidify our position as a valued member of the local historic community. Staff will also continue to fine tune and enhance the annual Augusta Military Academy Reunion Event, both as a revenue generator and a cost-effective event while preserving the reunions main mission statement. This once-a-year event allows our alumni to visit and reconnect with one another and share long lost stories. With connections to tourism, education, and our extensive alumni network, the Board of Directors hopes to maximize our footprint across the Commonwealth and beyond.

To meet accessibility-related objectives set forth by the Board of Directors, the Foundation has placed a newfound focus on technological capacity and capability. The Board of Directors wants to digitally preserve all of the Museum's rotating exhibits, historical archives, and permanent displays in an online format. This process will allow us to reach a much broader audience, and it will ultimately lead us to produce a new, user-friendly website and digital marketing campaign. Our overall ability to highlight exhibits, display historical artifacts, and publish stories about the Academy will be enhanced immediately.

Additionally, onsite at the Museum, the Foundation plans to boost the technological capacity and potential for digital interaction with the exhibits and displays. Visitor experience is the highest priority for the Foundation and Museum Staff, and an increased focus on technology will allow us to foster an inherently immersive, interactive experience for all visitors to the Museum. These changes will also allow us to better accommodate any ADA accessibility needs. Museum Staff must be trained and will ultimately become proficient in any new technology or software to be implemented. While these additions will dramatically improve the overall quality of the Museum and boost exposure both online and across the Commonwealth, the associated costs of these improvements will ultimately strain the existing operational budget.

The Augusta Military Academy Alumni Foundation has been wholly funded and supported by former AMA Cadets, their families, former staff, and to a very limited degree other interested supporters of our mission, since our inception in 2000. The challenge remains to attract more donors as the pool of former students is rapidly shrinking. Our success to this point is most notable when one realizes the last year of operation for the school was in 1984. As we approach the 40<sup>th</sup> anniversary of the last graduating class, a new sustainable revenue stream is important to continue our mission and remain a Shenandoah Valley Best Museum and Attraction. The Board



of Directors strives to find new and creative ways to diversify our revenue streams, including the acquisition of grant-related funds. The Board of Directors is eager to expand our offerings, increase our technology, and boost our presence within the historical framework of the Commonwealth, but we must ensure that all day-to-day operations can be fulfilled.

The rich history of the Augusta Military Academy is traced back to 1874 and was, at one time, the oldest military preparatory school in the Commonwealth of Virginia. Since the closure of the Academy, the facility has remained on the Virginia Landmarks Registry and the National Register of Historic Places. The Museum provides a unique opportunity to explore the historical narratives of Fort Defiance and truly immerse yourself in the archives and culture of a beautiful, historically significant region of Virginia. The Augusta Military Academy Alumni Foundation is dedicated to preserving the history of this school and the region more broadly. With support from the Augusta County Board of Supervisors, the Board of Directors could actualize an array of initiatives, programs, and offerings to truly transform the Augusta Military Academy Museum and reinforce the Museum's status as a landmark institution of the Shenandoah Valley.

Thank you for your review of our application. Please let us know if there are any questions or needs for further clarification.



**Miles C. Bobbitt**

Executive Director

## VALLEY ALCOHOL SAFETY ACTION PROGRAM

240 North Central Avenue  
 Holiday Court Suite B  
 Staunton, VA 24401

### STAUNTON

240 North Central Avenue  
 Holiday Court Suite B  
 Staunton, VA 24401  
 PHONE (540) 886-5616  
 FAX 540-332-7725

### WAYNESBORO

240 North Central Avenue  
 Holiday Court Suite B  
 Staunton, VA 24401  
 PHONE (540) 943-4405  
 FAX 540-332-7725

### LEXINGTON

20 S. Randolph Ste  
 Suite 200A  
 Lexington, VA 24450  
 PHONE (540) 463-2471  
 FAX 540-463-4551

February 8, 2023

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


On behalf of The Valley Alcohol Safety Action Program, I am submitting a request for funding in the amount of \$7,000 to support an additional Case Managers position in the office.

Valley ASAP was established in 1977 with resolutions from Augusta County, the City of Staunton, and the City of Waynesboro establishing the ASAP Policy Board. The new policy board anticipated serving 300 clients annually, at this time. Currently, the program serves over 2,000 clients annually. The program operates under the certification of the Virginia Commission on VASAP. The Commission's certification guidelines state that the maximum caseload for a Case Manager should be no more than 300 clients. The current caseload for the Valley ASAP Case Manager is 675 clients. The current average caseload with two employees supervising cases is 480 clients per employee. In addition to a Case manager, certification guidelines require that the program employ an administrative assistant and a full-time Director.

It is important to note that until this point, the Valley ASAP office has been funded solely through offender fees. The program has always relied on the service fees charged for funding and does not receive any state or federal funding. The steadily increasing cost of operating the program has exceeded the increase in referrals it is receiving. To secure the program's sustainability, a Case Managers position was left vacant in 2022. This has led to an increase in the number of cases employees are supervising and shows that the position is needed for public safety. The addition of another Case Manager will give the existing employees time to focus on duties like increasing referrals and collecting fees from clients.

I have included the Fiscal Year 2023 Valley ASAP budget listing all the agency's positions and their salaries. I have also included a spreadsheet illustrating the proposed Fiscal Year 2024 salaries for full-time employees including the requested position. In addition, I have provided a referral report for the agency by jurisdiction from Fiscal Year 2020 through 2023.

The staff at Valley ASAP works hard every day because we care about our communities and understand that what affects the community affects all of us. Our success requires a team effort consisting of case managers, instructors, the courts, families, treatment providers, and countless others. The broad support we receive from our partner agencies is vital to the program's continued success. Your contribution will enhance public safety in our community. I look forward to answering any questions that you may have about this request.

  
 Miles C. Bobbitt, Director  
 Valley ASAP



# Capital Improvements Plan

# COUNTY OF AUGUSTA, VA

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



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March 27, 2023

## 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 2023-24, along with the Capital Improvements Plan for the five years 2023-24 through 2027-28, 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
- Leveling funding for replacement of assets
- 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¢ if include 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, Compactors, etc.).

### 2023-24 CAPITAL BUDGET SUMMARY

Specifically, the proposed capital improvement budget for Fiscal Year 2023-24 identifies needs totaling \$22.7 million. The amount of funds represented by the five-year CIP is \$109 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 2023-24 the following funding sources are earmarked for capital projects:

<u>General Operating</u>	<u>FY23-24</u>
Consumer Utility (1/3) (1993)	\$ 606,000
Business, Professional & Occupational License Tax (BPOL) (1/3) (1993)	1,577,000
Meals Tax (90%) (1992/1998)	2,667,000
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)	<u>1,125,000</u>
	- 400,000 (1)
	- 278,000 (2)
	- 751,750 (3)
	- 623,000 (4)
	- 834,913 (5)
	- 277,940 (6)
	-1,296,421 (7)
	<u>-7,256,250 (8)</u>
	\$ 5,131,761

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

Note: FY22-23 CIP reduction to offset operating budget needs of \$1,078,571 were replaced by increased PP vehicle revenue

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 31<sup>st</sup> balance of \$58 million. Growth in the capital balance is due to the FY23 capital budget allocation, 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 \$18.4 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
FY2022-24	\$ 50,000	\$ 350,000

**PUBLIC WORKS**

A) **Stormwater**

Stormwater management continues to be a significant state and local challenge. Many of our older subdivisions have inadequate storm drainage systems, or the systems are in need of repair. 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

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, requires 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 stream restoration, credit purchases and credit obtained from discontinuing use of existing septic systems by hooking these customers up to ACSA wastewater services. Future projects may involve retrofit of older stormwater management measures to meet required pollutant reductions. The County is continuously examining into new opportunities to minimize upfront costs along with long-term maintenance for these practices. In late 2021, the County received three Stormwater Local Assistance Fund (SLAF) grants totaling \$1,369,064 from the Virginia Department of Environmental Quality. Cold Springs Nutrient Credit Purchases Phase I and II totaled \$402,739 and as a 50/50 grant enabled purchase of \$805,478 worth of nutrient credits to meet our 2023 requirement. With credit from sewer connections and claiming credits from the Dooms Crossing Streambank Stabilization project (funded through DuPont NRDAR grants), we are well on our way to meeting the 2028 nutrient reduction requirement. We still have the \$926,325 grant for Moffett Branch Stream Restoration, which will require a match of \$926,325. Though we are close to meeting the CURRENT 2028 requirement, DEQ has yet to issue guidance on implementation of required increases to our MS4 area based on population increases captured in the 2020 US Census. Therefore, staff recommends that we plan to implement the Moffett Branch project beginning Spring 2024 against these projected increased requirements.

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.

From previous rounds of VDOT Smart Scale applications, currently funded projects include: short-term WWRC improvements, the Woodrow Wilson Roundabout, the I-81 exit 235 turn lanes (SAWMPO application), Rt 612 improvements at Mill Place Parkway and targeted intersection improvements to Hermitage Road (Rt 254). For the 2022 cycle (Smart Scale Round 5), the county's application to expand the Route 256 bridge over I-81 in Weyers Cave was not competitive for funding.

Smart Scale funding is open for application every two years with the next round of submissions due in the summer of 2024. We will continue to provide feedback to VDOT on the Smart Scale scoring process and will continue to develop projects and prepare them in order to have solid applications for future funding.

**EDUCATION**

Since 1992, the County has authorized \$246.8 million in bonds for School construction projects. Projects include:

**PHASE I (\$2.4M)**

Stuarts Draft Middle  
Cassell Elementary  
Riverheads Elementary

**PHASE II (\$14.7M)**

Stuarts Draft Elementary  
Clymore Elementary

Beverley Manor Middle  
Wilson Elementary

**PHASE III (\$25.2M)**

Ft. Defiance High  
Buffalo Gap High  
Riverheads High

**PHASE V (\$58M)**

Wilson Middle School  
Stuarts Draft High  
Wilson High

**PHASE IV (\$24.3M)**

North River Elementary  
Craigsville Elementary  
Stump Elementary  
Churchville Elementary

**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 2022, School debt totaled \$54.3 million. Since 1990, principal and interest costs have increased from \$876,000 to \$7.2 million in FY22.

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). Two bonds will be issued in FY23 for construction on the Buffalo Gap and Riverheads Middle School wings at a total of \$64.6 million.

**PUBLIC SAFETY**

A) **Detention**

The Middle River Regional Jail opened in 2006. Current outstanding debt is \$15.7 million. The debt payment is \$1,953,525 annually of which Augusta County's share is \$734,525 based upon our three-year average of prisoner days (37.6%). With Rockingham and Harrisonburg joining the Authority, our percentage of debt has dropped from 39.41% to 37.6%.

Middle River Regional Jail saw 613 inmates transferred into the VADOC in 2022. As of February 1, 2023, the jail housed 565 inmates. Funding for localities remains flat from FY2023 to FY2024 with a change in local funding percentages based on a three year rolling average. Augusta County's average increased from 35.5% to 37.6%. The County continues to use a reserve to fund the operations of the jail, with a portion of capital allocated to the reserve on an annual basis. Correction of this practice will need to be addressed in a future budget year as revised revenues or capital allocation may no longer fund the difference if they are not realized.

B) **E-911**

The City of Staunton, Augusta County, and the City of Waynesboro (SAW) will replace their legacy UHF analog conventional radio systems with a new regional P25 radio system. L3 Harris Technologies will provide a modern trunked radio system infrastructure, a connectivity network, dispatch consoles, and subscriber radios necessary to support the radio system. The new SAW

communications system will be a UHF P25 Phase 2 (TDMA) Trunked Radio System for all public safety and public service radio users in the SAW region. L3 Harris will design and install fixed infrastructure equipment over the next two years. Augusta County's portion of the project is funded from capital savings.

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. Augusta County's NG9-1-1 migration funding is extended through Dec. 31, 2024.

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**

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. The preparation of a Fire & Rescue Strategic Plan will assist in prioritizing the future financial commitments to the system.

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**

The referendum in November 2022 relocated the courthouse to Verona. Capital funding has been set aside to begin the design and construction procurement process. Debt service for a new courts facility affects 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. ACSA actively works to reduce tonnage, improve compaction and find other ways to increase the longevity of the landfill. Currently ACSA is actively filling in Phase 4. Phase 5 construction has been budgeted and is planned to occur in FY24. The project will be funded from the landfill sinking fund which is held by 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** – Traditionally, the Purpose of the IT Department is to quickly respond to business needs while maintaining relatively low costs. Almost every key business function in the county requires direct or indirect computer support - Aligning Technology and County Goals.

Technology solutions must not only fully meet business requirements, but must do so while reinforcing/improving the County’s cybersecurity posture against the constant attacks by enemy states and organized criminal enterprises like Ransomware Gangs, and Ransomware as a Service. Security is interwoven through every aspect of the County’s information technology to such an extent that we must mentally add the phrase “while defending the county against cyber attacks” because security efforts have associated personnel, training, software, and hardware costs.

Information Technology (IT) has combined functions with the Geographic Information Systems (GIS). Both groups are intrinsically part of the broader county objective to maximize technical capabilities and both groups share a strong commitment to customer service.

The Information Technology (IT) department provides the following technology services for county departments and constitutional offices, many of which are funded by capital dollars.

**Enterprise Business Systems Administration & Support**

- Business analysis and process modeling services
- Database administration and data integration services
- Document management
- Key governmental applications and systems

**Web Administration & GIS Services**

- Administration, governance and content management of external and internal websites

- Enterprise GIS planning, management, and support
- Web services and applications

#### Project Management & Strategic Planning

- IT Strategic planning and operational oversight
- Management of the IT Project portfolio and project management methodology and training

#### Network & Security Services

- Cybersecurity monitoring and management
- Data and network access and security
- LAN/WAN interconnectivity
- Mobile and remote access management
- Network design and engineering
- Point-to-point wireless network
- Virtual server and shared storage management

#### Operations & Technical Services

- Mass printing and processing
- Voice telecommunications
- Workstations and peripherals maintenance, repair, and support

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.

The Library is currently updating the Strategic Plan.

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 realized significant increases in requests for gym space and lighted activity field space over the past nine 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. They were also severely negatively impacted during the pandemic. 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 staff have been able to collect. These priorities are separated into 'New' and 'Replacement of Existing'.

New:

- Master Plan for Natural Chimneys Park.
- 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.
- Improvements at Stuarts Draft Park possibly including expanded parking, new year round accessible restrooms, provision of utilities and shade at the Swett Amphitheater but dependent on study being provided by Balser & Associates, Inc. and community input.

Replacement of Existing:

- Replacement of 170 picnic tables and 170 campfire rings within the campground of Natural Chimneys Park.
- Renovations/re-lining of the water tank at Natural Chimneys Park.
- Replacement and relocation of the playground at Stuarts Draft Park.

- Pave/Re-Surface the existing walking paths/trails at Augusta Springs Park, then Deerfield Park and then Stuarts Draft Park to improve accessibility and provide for ease of maintaining.

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 more significant tourism projects.

L) **GOVERNMENT BUILDINGS SECURITY** – Since 2001, Homeland Security has been a high priority and additional security measures have been completed 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 an engineered material at the landfill in accordance with Department of Environmental Quality guidelines. Staff and the Recycling Committee track 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. Improvements are slated for the New Hope site, including a new compactor and repaving the entrance.

O) **VEHICLE SINKING FUND** – This account has been established for the replacement of law enforcement and other County vehicles.

**CIP Accounts  
#80000**

	<b>FY23 Requested</b>	<b>FY21/22 Fund Bal.</b>	<b>FY23 CIP Budget</b>	<b>FY23 Grant/ Rev. Budget</b>	<b>FY23 Total Exp. Budget</b>
Infrastructure Accounts @ \$50,000	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Recreation Matching Grants @ \$15,000	\$ 105,000	\$ -	\$ 105,000	\$ -	\$ 105,000
<b>Total</b>	<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 455,000</b>
<b>Depreciation Accounts</b>					
Electoral Board Voting Equipment	\$ 114,405	\$ 114,000	\$ 25,000		\$ 25,000
Library	\$ 243,175	\$ 117,775	\$ -	\$ -	\$ -
Fire/Rescue Equipment	\$ 11,425,360	\$ 900,000	\$ 500,000	\$ 70,500	\$ 570,500
ECC	\$ 7,311,873	\$ 2,000,000	\$ 425,000	\$ 70,500	\$ 495,500
Sheriff's Dept. Equipment	\$ 709,305	\$ 290,000	\$ 50,000	\$ 1	\$ 50,001
GIS Equipment	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Parks & Recreation/Natural Chimney's	\$ 130,000	\$ 400,000	\$ 100,000	\$ -	\$ 100,000
IT Equipment	\$ 819,294	\$ 650,000	\$ 175,000	\$ 70,562	\$ 245,562
Financial Software Replacement	\$ 1,250,000	\$ 678,092	\$ -	\$ -	\$ -
Security Equipment	\$ 375,082	\$ 100,000	\$ 25,000	\$ -	\$ 25,000
Vehicles	\$ 3,261,565	\$ 720,000	\$ 175,000	\$ 77,490	\$ 252,490
Buildings	\$ 240,500	\$ -	\$ 256,460	\$ 2,913	\$ 259,373
<b>Total</b>	<b>\$ 25,920,559</b>	<b>\$ 5,969,867</b>	<b>\$ 1,731,460</b>	<b>\$ 291,966</b>	<b>\$ 2,023,426</b>
<b>General Projects</b>					
Landfill	\$ 1,139,543	\$ -	\$ 400,000	\$ -	\$ 400,000
Fire Training Center	\$ 90,000	\$ -	\$ -	\$ -	\$ -
Flood Control Dams	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Stormwater Management	\$ 673,000	\$ -	\$ 47,229	\$ -	\$ 47,229
Economic Development	\$ 300,000	\$ -	\$ 200,000	\$ 1,670,624	\$ 1,870,624
Utilities	\$ 200,000	\$ -	\$ 100,000	\$ -	\$ 100,000
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	\$ -	\$ -	\$ -	\$ 149,287	\$ 149,287
Government Center Expansion	\$ 150,000	\$ 250,000	\$ -	\$ -	\$ -
Watershed Grants	\$ -	\$ -	\$ -	\$ 48,000	\$ 48,000
New Courts Complex	\$ -	\$ 2,500,000	\$ 600,000	\$ -	\$ 600,000
County Schools (Carryover)	\$ -	\$ 1,331,980	\$ 3,212,114	\$ -	\$ 3,212,114
Contingency	\$ -	\$ -	\$ (1,965)	\$ -	\$ (1,965)
<b>Total</b>	<b>\$ 3,272,543</b>	<b>\$ 4,081,980</b>	<b>\$ 4,767,378</b>	<b>\$ 1,917,911</b>	<b>\$ 6,685,289</b>
<b>Debt</b>					
MRRJ (Jail) @ 34%	\$ 695,305	\$ 480,000	\$ 500,000	\$ 564,124	\$ 1,064,124
SVJC (Juvenile) @ 22.81%-debt pd 6/20	\$ -	\$ -	\$ -	\$ -	\$ -
BRCC @ 33.8%	\$ 137,585	\$ -	\$ 137,585	\$ -	\$ 137,585
<b>Total</b>	<b>\$ 832,890</b>	<b>\$ 480,000</b>	<b>\$ 637,585</b>	<b>\$ 564,124</b>	<b>\$ 1,201,709</b>
<b>Grand Total</b>	<b>\$ 30,480,992</b>	<b>\$ 10,531,847</b>	<b>\$ 7,591,423</b>	<b>\$ 2,774,001</b>	<b>\$ 10,365,424</b>
		<b>\$ 7,591,423</b>	<b>\$ -</b>		
		<b>\$ 18,123,270</b>			

**CIP Accounts  
#80000**

	<b>FY24 Requested</b>	<b>FY22/23 Fund Bal.</b>	<b>FY24 CIP Budget</b>	<b>FY24 Grant/ Rev. Budget</b>	<b>FY24 Total Exp. Budget</b>
Infrastructure Accounts @ \$50,000	\$ 350,000	\$ -	\$ 350,000	\$ -	\$ 350,000
Recreation Matching Grants @ \$15,000	\$ 105,000	\$ -	\$ 105,000	\$ -	\$ 105,000
<b>Total</b>	<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 455,000</b>	<b>\$ -</b>	<b>\$ 455,000</b>
<b>Depreciation Accounts</b>					
Electoral Board Voting Equipment	\$ 42,831	\$ -	\$ 25,000		\$ 25,000
Library	\$ 104,995	\$ -	\$ -	\$ 17,000	\$ 17,000
Fire/Rescue Equipment	\$ 8,506,302	\$ -	\$ 500,000	\$ 70,500	\$ 570,500
ECC	\$ 4,460,807	\$ -	\$ 425,000	\$ 70,500	\$ 495,500
Sheriff's Dept. Equipment	\$ 453,161	\$ -	\$ 50,000	\$ -	\$ 50,000
GIS Equipment	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Parks & Recreation/Natural Chimney's	\$ 130,000	\$ -	\$ 100,000	\$ -	\$ 100,000
IT Equipment	\$ 529,357	\$ -	\$ 175,000	\$ 70,562	\$ 245,562
Financial Software Replacement	\$ -	\$ -	\$ -	\$ -	\$ -
Security Equipment	\$ 245,132	\$ -	\$ 25,000	\$ -	\$ 25,000
Vehicles	\$ 1,460,626	\$ -	\$ 175,000	\$ 100,500	\$ 275,500
Buildings	\$ 2,129,563	\$ -	\$ 256,460	\$ 5,000	\$ 261,460
<b>Total</b>	<b>\$ 18,102,774</b>	<b>\$ -</b>	<b>\$ 1,731,460</b>	<b>\$ 334,062</b>	<b>\$ 2,065,522</b>
<b>General Projects</b>					
Landfill	\$ 1,139,543	\$ -	\$ 400,000	\$ -	\$ 400,000
Fire Training Center	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Flood Control Dams	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Stormwater Management	\$ 673,000	\$ -	\$ 47,229	\$ 926,325	\$ 973,554
Economic Development	\$ 300,000	\$ -	\$ 200,000	\$ -	\$ 200,000
Utilities	\$ 200,000	\$ -	\$ 100,000	\$ -	\$ 100,000
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	\$ -	\$ -	\$ -	\$ 1,185,506	\$ 1,185,506
Government Center Expansion	\$ 250,000	\$ -	\$ -	\$ -	\$ -
Watershed Grants	\$ -	\$ -	\$ -	\$ -	\$ -
New Courts Complex	\$ -	\$ -	\$ 600,000	\$ 700,000	\$ 1,300,000
County Schools (Carryover)	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ -	\$ -	\$ (1,965)	\$ -	\$ (1,965)
<b>Total</b>	<b>\$ 3,332,543</b>	<b>\$ -</b>	<b>\$ 1,555,264</b>	<b>\$ 2,861,831</b>	<b>\$ 4,417,095</b>
<b>Debt</b>					
MRRJ (Jail) @ 37.6%	\$ 736,436	\$ -	\$ 500,000	\$ 564,124	\$ 1,064,124
SVJC (Juvenile) @ 22.81%-debt pd 6/20	\$ -	\$ -	\$ -	\$ -	\$ -
BRCC @ 33.8%	\$ 137,585	\$ -	\$ 137,585	\$ -	\$ 137,585
<b>Total</b>	<b>\$ 874,021</b>	<b>\$ -</b>	<b>\$ 637,585</b>	<b>\$ 564,124</b>	<b>\$ 1,201,709</b>
<b>Grand Total</b>	<b>\$ 22,764,338</b>	<b>\$ -</b>	<b>\$ 4,379,309</b>	<b>\$ 3,760,017</b>	<b>\$ 8,139,326</b>
		<b>\$ 4,379,309</b>	<b>\$ -</b>		
		<b>\$ 4,379,309</b>			

**COUNTY OF AUGUSTA**  
**CAPITAL IMPROVEMENTS PLAN**  
**FISCAL YEARS 2024-2028**

<u>PROJECT</u>	<u>FISCAL YEAR ENDING JUNE 30TH</u>					<u>TOTAL</u>
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</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	122,600	122,600	122,600	122,600	122,600	613,000
LANDFILL	2,756,070	2,771,325	860,495	422,620	331,090	7,141,600
BROADBAND	0	0	0	0	0	0
REVENUE SHARING-ROADS	500,000	500,000	500,000	500,000	500,000	2,500,000
<b>SUB-TOTAL</b>	<b>3,658,670</b>	<b>4,793,925</b>	<b>2,883,095</b>	<b>2,445,220</b>	<b>2,353,690</b>	<b>16,134,600</b>

<u>SCHOOL PROJECTS:</u>	<u>7,256,250</u>	<u>7,256,250</u>	<u>7,256,250</u>	<u>7,256,250</u>	<u>7,256,250</u>	<u>36,281,250</u>
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<u>PUBLIC SAFETY:</u>						
JAIL (DEBT)	734,525	735,315	735,717	735,588	737,181	3,678,326
COURTHOUSE (DEBT CONTRIBUTION)	0	4,685,380	4,685,380	4,685,380	4,685,380	18,741,520
EMERGENCY COMMUNICATIONS (DA)	4,460,807	802,057	760,377	759,358	628,803	7,411,402
FIRE & RESCUE APPARATUS (DA)	8,506,302	581,314	513,038	416,108	346,748	10,363,510
FIRE/ RESCUE TRAINING CENTER II	135,000	40,000	40,000	40,000	40,000	295,000
FIRE/ RESCUE CAPITAL (VOL.)	200,000	200,000	200,000	200,000	200,000	1,000,000
SHERIFF'S DEPARTMENT (DA)	453,161	59,509	55,789	33,539	15,385	617,383
FIRING RANGE	10,000	10,000	10,000	10,000	10,000	50,000
<b>SUB-TOTAL</b>	<b>14,499,795</b>	<b>7,113,575</b>	<b>7,000,301</b>	<b>6,879,973</b>	<b>6,663,497</b>	<b>42,157,141</b>

<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)	104,995	10,861	9,504	9,040	0	134,400
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)	332,000	11,046	1,834	10,834	10,040	365,754
SHEN. VAL. REG. AIRPORT COMM.	134,080	172,141	172,141	172,141	172,141	822,644
UTILITIES	235,000	200,000	200,000	200,000	200,000	1,035,000

OTHER COUNTY PROJECTS (CONTINUED):

INFORMATION TECHNOLOGY (DA)	529,357	199,322	61,437	3,132	998	794,246
FINANCIAL SOFTWARE REPLACEMENT	0	0	0	0	0	0
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)	245,132	54,150	52,722	31,800	31,800	415,604
VEHICLE SINKING FUND (DA)	1,460,626	564,712	600,004	564,712	504,784	3,694,838
FLOOD CONTROL DAMS	100,000	100,000	100,000	100,000	100,000	500,000
BUILDING SINKING FUND (DA)	2,129,563	288,547	268,573	254,488	247,383	3,188,554
ELECTORAL BOARD VOTING EQUIPMENT (DA)	42,831	48,225	48,225	48,225	48,225	235,731
<b>SUB-TOTAL</b>	<b>6,108,584</b>	<b>2,333,004</b>	<b>2,197,440</b>	<b>2,074,372</b>	<b>1,995,371</b>	<b>14,708,771</b>
<b>USES - GRAND TOTAL</b>	<b>31,523,299</b>	<b>21,496,754</b>	<b>19,337,086</b>	<b>18,655,815</b>	<b>18,268,808</b>	<b>109,281,762</b>

SCHOOL BORROWING	7,256,250	7,256,250	7,256,250	7,256,250	7,256,250	36,281,250
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	3,912,846	3,912,846	4,991,417	4,991,417	4,991,417	22,799,943
GENERAL FUND BALANCE	19,387,743	9,361,198	6,122,959	5,441,688	5,054,681	45,368,269
TOURISM (MEALS/LODGING)	10,000	10,000	10,000	10,000	10,000	50,000
<b>SOURCES - GRAND TOTAL</b>	<b>31,523,299</b>	<b>21,496,754</b>	<b>19,337,086</b>	<b>18,655,815</b>	<b>18,268,808</b>	<b>109,281,762</b>



**AUGUSTA**

COUNTY, VIRGINIA

## **Glossary**

## Augusta County Glossary of Terms

<b>Agency Fund</b>	This fund is for assets held by the County for outside organizations. This allows for no duplication of administrative functions such as accounting, budgeting, procurement and personal matters.
<b>Appropriation</b>	An authorization granted by the Board of Supervisors to a specified organization, such as a unit of the County Government, to make expenditures and to incur obligations for specific purposes. An appropriation is limited in dollar amount and as to when it may be spent, usually expiring at the end of the fiscal year.
<b>Appropriation Resolution</b>	A legally binding document prepared by the County Administrator which delineates by fund and department all expenditures and revenue adopted by the Board of Supervisors which are reflected in the Adopted Fiscal Plan.
<b>Assessed Valuation</b>	The official valuation of property as a basis for property taxation.
<b>Balanced Budget</b>	The estimated revenues meet planned expenditures
<b>Budget</b>	An annual financial plan that identifies revenues, specifies the type and level of services to be provided and establishes the amount of money which can be spent.
<b>Capital Facilities</b>	Fixed assets, primarily buildings, acquired or constructed by the County.
<b>Capital Improvement Program</b>	Proposes the acquisition, development, enhancement or replacement of public facilities to serve the County citizenry. The CIP, a reflection of the physical development policies of the County, typically encompasses a five-year period and typically includes projects in excess of \$50,000.
<b>Capital Outlay</b>	Expenditures for items of a substantial nature (more than \$1,000) that are expected to have a useful life of several years. Examples include personal computers, vehicles, radios, tape recorders, etc.
<b>Carryover Funds</b>	Unexpended funds from the previous fiscal year which may be used to make payments in the current fiscal year. This may also be referred to as the beginning fund balance.
<b>Codified Ordinance</b>	An ordinance related to a specific code, such as the Code of the Commonwealth of Virginia, or the Code of the County of Augusta.
<b>Constitutional Officers</b>	Elected officials whose positions are established by the Constitution of the Commonwealth or its statutes. (Clerk of the Circuit Court, Commissioner of the Revenue, Commonwealth's Attorney, Sheriff and Treasurer.)
<b>Debt Service Fund</b>	The fund to finance and account for both principal and interest payments on long term debt.
<b>Depreciation</b>	A loss in value of property due to age, wear, or market conditions.
<b>Enterprise Fund</b>	This fund is used to report any activity for which a fee is charged to external users for goods or services.
<b>Fiscal Year</b>	A fixed period of time for which expenditures and revenues are provided in Augusta County. The fiscal year is July 1 through June 30.
<b>Full Time Position</b>	An employment position authorized by the Board of Supervisors and included in the Table of Authorized Positions. Funding may or may not be included in the budget for the positions.
<b>Fund</b>	An accounting entity with a group of self-balancing accounts.
<b>Fund Balance</b>	The difference between costs and revenue. A negative fund balance is sometimes called a deficit.
<b>General Fund</b>	The general operating fund that is used to account for all financial resources except those required to be accounted for in another fund.
<b>Goal</b>	A broad statement of outcomes to be achieved on behalf of the customers.

<b>Governmental Fund</b>	Fund typically used to account for tax –supported activities.
<b>Intergovernmental Revenue</b>	Revenue from other governments, such as the State and Federal governments, in the form of grants, entitlements, shared revenue, or payments in lieu of taxes.
<b>Internal Service Fund</b>	A self-supporting fund that generates expenditures and revenues through user charges in providing services to internal customers.
<b>Long-Term Debt</b>	Debt with a maturity of more than one year after the date of issuance.
<b>Modified Accrual</b>	Revenues are recorded when susceptible to accrual, i.e., both measurable and available to finance expenditures of the fiscal period.
<b>Object Series</b>	A subsection of a department’s budget which groups similar accounts. Personnel, operating and capital outlay are the three major series used
<b>Objectives</b>	A statement of results to be achieved by a specific period of time in order to accomplish stated goals. Objectives describe specific measurable outputs within a designated time frame.
<b>Operating Budget</b>	Includes all funds except those in the capital budget. The operating budget is adopted by the Board of Supervisors on a fiscal year basis and can be amended during the year pursuant to Virginia Code.
<b>Performance Measurements</b>	Provides continuous feedback and identifies where adjustments or corrective actions are needed.
<b>Personal Property</b>	A category of property, other than real estate, so identified for purposes of taxation. It includes personally owned items, corporate property and business equipment. Examples include automobiles, motorcycles, trailers, boats, airplanes, business furnishing, and manufacturing equipment.
<b>Productivity Measures</b>	Data which combines the dimensions of efficiency and effectiveness in a single indicator.
<b>Program</b>	This is a plan or unit under which action may be taken towards meeting an individual or set of goal(s) in the provision of a particular service.
<b>Property Tax Rate</b>	The level at which property values are calculated to determine the amount of taxes to be collected.
<b>Public Service Property</b>	Property specifically designated for public service use. This includes property purchased or received as a gift by a government. It includes real property such as land and buildings, and other property, such as computers, copiers and cash registers.
<b>Real Property</b>	Real estate, including land and improvements (building, fencing, paving, etc.) classified for purposes of tax assessment.
<b>Reserve</b>	A portion of a fund’s assets that is restricted for a certain purpose and not available for appropriation.
<b>Revenue</b>	A source of income that provides an increase in net financial resources, and is used to fund expenditures. Budgeted revenue is categorized according to its source such a local, state, federal or other financing sources.
<b>School Fund</b>	This fund is used for revenues and expenditures related to operations of the public school system.
<b>Service Levels</b>	A descriptive section in the budget narratives, detailing past performance and changes in the quality and quantity of services provided.
<b>Special Revenue Fund</b>	The fund that accounts for special revenue sources that is restricted to expenditures for specific purposes. These funds include welfare funds.
<b>Workload Measures</b>	Data which indicates the amount of work performed; strictly a volume count; a measure of inputs and outputs. Also known as a performance measure.