
TOWN OF CULPEPER

FY21 BUDGET

Adopted April 9, 2020

Amended June 9, 2020

(July 1, 2020 - June 30, 2021)



Michael T. Olinger, Mayor

William M. Yowell, Vice Mayor

Keith L. Brown

Jamie Clancey

Keith D. Price

Frank Reaves, Jr.

Pranas A. Rimeikis

Jon D. Russell

Meaghan Taylor

Christopher D. Hively, Town Manager

Howard Kartel, Director of Finance

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Special Meeting June 9, 2020

Honorable Mayor & Council
Town of Culpeper, Virginia

SUBJECT: FY21 Budget Amendment

BACKGROUND:

Council adopted the FY21 Budget at the April 9, 2020 Special Council Meeting. The budget was presented and adopted at that time as an 'Interim Budget' due to the uncertainties of the economic impact of the coronavirus pandemic. Based on available data since that date, staff is proposing further changes to the budget as reflected in the attachment (FY21 Proposed Budget Amendment), including the acceptance and expenditure of Federal CARES Act Coronavirus Relief Funds (under separate Resolution).

FINANCIAL IMPACT:

The budget amendments have the following impact to the FY21 Budget (selected items only):

GENERAL FUND	Adopted Budget	Change	Amended Budget
REVENUES:			
CARES Act Coronavirus Relief Funds	\$0	\$1,629,302	\$1,629,302
Other Selected General Fund Revenues	\$7,874,500	(\$897,606)	\$6,949,894
Transfer From Reserves	\$689,286	\$91,146	\$780,432
Subtotal		\$822,842	
EXPENDITURES:			
Town Council	\$169,175	(\$3,200)	\$165,975
Town Manager	\$132,168	(\$4,200)	\$127,968
Town Clerk	\$317,845	\$435	\$318,280
Human Resources	\$308,798	(\$37,200)	\$271,598
Treasurer	\$1,436,555	(\$92,290)	\$1,344,265
Information Technology	\$1,713,089	(\$107,527)	\$1,605,562
Motor Pool	\$262,701	\$7,570	\$270,271
Police	\$5,296,231	\$113,542	\$5,409,773
E911 Operations Center	\$393,718	(\$393,718)	\$0
General Engineering	\$188,828	\$4,747	\$193,575
Streets	\$2,561,215	(\$43,538)	\$2,517,677
Traffic Engineering	\$211,157	\$2,225	\$213,382
Sanitation	\$419,220	\$9,794	\$429,014
General Properties	\$606,288	\$10,004	\$616,292
Culpeper Media Network	\$222,394	(\$11,100)	\$211,294
Parks & Recreation	\$352,381	\$4,543	\$356,924
Cemetery	\$71,715	(\$47,928)	\$23,787
Planning & Community Development	\$737,718	(\$199,060)	\$538,658

Visitors Center	\$64,258	(\$35,259)	\$28,999
Tourism	\$302,950	\$15,700	\$318,650
Pandemic Expenditures	\$0	\$1,629,302	\$1,629,302
Subtotal		\$822,842	
WATER FUND			
Revenues:			
Transfer From Reserves	\$854,510	(\$47,601)	\$806,909
Expenditures:			
Treatment	\$2,776,116	\$11,402	\$2,787,518
Distribution	\$1,065,071	(\$59,003)	\$1,006,068
Subtotal		(\$47,601)	
WASTEWATER FUND			
Revenues:			
Transfer From Reserves	\$678,567	(\$86,142)	\$592,425
Expenditures:			
Treatment	\$3,993,499	(\$33,546)	\$3,959,953
Collection	\$557,160	(\$52,596)	\$504,564
Subtotal		(\$86,142)	
LIGHT & POWER FUND			
Expenditures:			
Administration	\$1,268,171	\$5,048	\$1,273,219
Generation	\$8,637,064	(\$2,477)	\$8,634,587
Distribution	\$1,931,124	\$7,804	\$1,938,928
Transfers	\$1,368,995	(\$10,375)	\$1,358,620
Subtotal		\$0	
PARKING AUTHORITY			
Total Parking Authority	\$120,634	\$0	\$120,634
TOTAL ALL FUNDS		\$0	

RECOMMENDATION:

That Council authorizes the Town Manager and the Town Treasurer to make the FY21 Budget amendments as reflected above.

FY21 Proposed Budget Amendment

<u>Proposed Changes</u>	<u>FY21 Adopted</u>	<u>FY21 Amended</u>	<u>Adjustment</u>	<u>Notes:</u>
GF Revenue - select accounts only	\$ 8,536,785.85	\$ 9,359,627.85	\$ 822,842.00	
ADMISSIONS TAX	\$ 35,000.00	\$ 14,000.00	\$ (21,000.00)	
BPOL-RETAIL	\$ 480,000.00	\$ 260,000.00	\$ (220,000.00)	
CARES ACT FUNDING	\$ -	\$ 1,629,302.00	\$ 1,629,302.00	1
CIGARETTE TAX	\$ 250,000.00	\$ 225,000.00	\$ (25,000.00)	
COURT FINES	\$ 95,000.00	\$ 66,500.00	\$ (28,500.00)	
CROSSWALK TRAFFIC CONTROL	\$ 18,000.00	\$ 13,500.00	\$ (4,500.00)	
HOTEL & MOTEL ROOM TAX	\$ 330,000.00	\$ 231,000.00	\$ (99,000.00)	
LOCAL SALES & USE TAX	\$ 1,360,000.00	\$ 1,224,000.00	\$ (136,000.00)	
MEALS TAX	\$ 3,570,000.00	\$ 3,391,500.00	\$ (178,500.00)	
PARKING-FINES	\$ 30,000.00	\$ 15,000.00	\$ (15,000.00)	
PAVILLION RESERVATION FEES	\$ 7,500.00	\$ 3,750.00	\$ (3,750.00)	
PERSONAL PROPERTY-CURRENT	\$ 1,375,000.00	\$ 1,205,000.00	\$ (170,000.00)	
POLICE 599 FUNDS	\$ 282,000.00	\$ 293,144.00	\$ 11,144.00	
RENTAL TAX	\$ 15,000.00	\$ 7,500.00	\$ (7,500.00)	
TRANSFER FROM RESERVES	\$ 689,285.85	\$ 780,431.85	\$ 91,146.00	2
Total GF Revenue Reduction (less CARES Act Funds)			\$ (897,606.00)	

Notes:

1. Anticipated CARES Act Funding to be received from Culpeper County.
2. Transfer from General Fund Reserves, excluding transfer from E911 Reserves maintained by Culpeper County.

<u>Proposed Changes</u>	<u>FY21 Adopted</u>	<u>FY21 Amended</u>	<u>Adjustment</u>	<u>Notes:</u>
Cemetery	\$ 48,228.00	\$ 300.00	\$ (47,928.00)	
AGRICULTURAL SUPPLIES	\$ 500.00	\$ 300.00	\$ (200.00)	
JANITORIAL SUPPLIES	\$ 150.00	\$ -	\$ (150.00)	
SALARIES & WAGES	\$ 47,578.00	\$ -	\$ (47,578.00)	
Culpeper Media Network	\$ 15,300.00	\$ 4,200.00	\$ (11,100.00)	
ADVERTISING	\$ 500.00	\$ 200.00	\$ (300.00)	
EDUCATION & TRAINING	\$ 2,500.00	\$ 1,000.00	\$ (1,500.00)	
MEALS	\$ 600.00	\$ -	\$ (600.00)	
TEMPORARY HELP SERVICES	\$ 11,000.00	\$ 3,000.00	\$ (8,000.00)	
UNIFORM & WEARING APPAREL	\$ 700.00	\$ -	\$ (700.00)	
E911	\$ -	\$ (393,718.00)	\$ (393,718.00)	
E911 - REIMB & RECOVERIES	\$ -	\$ (393,718.00)	\$ (393,718.00)	1
General Engineering	\$ 143,563.00	\$ 148,310.00	\$ 4,747.00	
DUES & ASSOC MEMBERSHIPS	\$ 600.00	\$ 300.00	\$ (300.00)	
SALARIES & WAGES	\$ 142,963.00	\$ 148,010.00	\$ 5,047.00	
General Properties	\$ 209,460.00	\$ 219,464.00	\$ 10,004.00	
MEALS	\$ 90.00	\$ -	\$ (90.00)	
SALARIES & WAGES	\$ 209,370.00	\$ 219,464.00	\$ 10,094.00	
Human Resources	\$ 51,200.00	\$ 14,000.00	\$ (37,200.00)	
ADVERTISING	\$ 5,000.00	\$ 3,000.00	\$ (2,000.00)	
EDUCATION & TRAINING	\$ 25,500.00	\$ 7,500.00	\$ (18,000.00)	2
EMP RECOGNITION/SAFETY	\$ 15,000.00	\$ 2,000.00	\$ (13,000.00)	3
LODGING	\$ 1,500.00	\$ -	\$ (1,500.00)	
MEALS	\$ 1,200.00	\$ 500.00	\$ (700.00)	
MISCELLANEOUS	\$ 1,500.00	\$ 500.00	\$ (1,000.00)	
TRAVEL	\$ 1,500.00	\$ 500.00	\$ (1,000.00)	
Information Technology	\$ 1,206,074.80	\$ 1,098,547.80	\$ (107,527.00)	
MAINTENANCE SERVICE CONTRACT	\$ 445,545.80	\$ 490,293.80	\$ 44,748.00	4
SALARIES & WAGES	\$ 760,529.00	\$ 608,254.00	\$ (152,275.00)	
Motor Pool	\$ 206,417.00	\$ 213,987.00	\$ 7,570.00	
SALARIES & WAGES	\$ 206,417.00	\$ 213,987.00	\$ 7,570.00	
Pandemic Expenditures	\$ -	\$ 1,629,302.00	\$ 1,629,302.00	
PANDEMIC EXPENSES	\$ -	\$ 1,629,302.00	\$ 1,629,302.00	5
Parking Authority	\$ (45,334.00)	\$ (45,334.00)	\$ -	
PARKING-LEASED SPACES	\$ (55,000.00)	\$ -	\$ 55,000.00	6
R&M-MISC/OTHER	\$ 69,200.00	\$ 4,200.00	\$ (65,000.00)	7
TRANSFER FROM RESERVES	\$ (59,534.00)	\$ (49,534.00)	\$ 10,000.00	
Parks & Recreation	\$ 239,521.00	\$ 244,064.00	\$ 4,543.00	
EDUCATION & TRAINING	\$ 750.00	\$ 300.00	\$ (450.00)	
MEALS	\$ 100.00	\$ -	\$ (100.00)	
R&M-BUILDING & GROUNDS	\$ 20,000.00	\$ 15,000.00	\$ (5,000.00)	
SALARIES & WAGES	\$ 218,671.00	\$ 228,764.00	\$ 10,093.00	

<u>Proposed Changes</u>	<u>FY21 Adopted</u>	<u>FY21 Amended</u>	<u>Adjustment</u>	<u>Notes:</u>
Planning	\$ 684,017.00	\$ 484,957.00	\$ (199,060.00)	
LODGING	\$ 2,000.00	\$ 1,000.00	\$ (1,000.00)	
OFFICE SUPPLIES	\$ 3,000.00	\$ 1,800.00	\$ (1,200.00)	
OPERATING SUPPLIES	\$ 250.00	\$ 150.00	\$ (100.00)	
POSTAL SERVICES	\$ 4,000.00	\$ 3,000.00	\$ (1,000.00)	
PROP VIOLATIONS-TOWN ACTION	\$ 4,000.00	\$ 3,000.00	\$ (1,000.00)	
SALARIES & WAGES	\$ 670,767.00	\$ 476,007.00	\$ (194,760.00)	
Police Department	\$ 4,573,030.00	\$ 4,686,572.00	\$ 113,542.00	
EDUCATION & TRAINING	\$ 20,000.00	\$ 15,000.00	\$ (5,000.00)	
LODGING	\$ 10,500.00	\$ 9,000.00	\$ (1,500.00)	
OPERATING SUPPLIES	\$ 45,000.00	\$ 39,000.00	\$ (6,000.00)	
SALARIES & WAGES	\$ 4,434,530.00	\$ 4,620,572.00	\$ 186,042.00	
TRAVEL	\$ 5,000.00	\$ 3,000.00	\$ (2,000.00)	
VEHICLE REPLACEMENT	\$ 58,000.00	\$ -	\$ (58,000.00)	8
Sanitation	\$ 221,646.00	\$ 231,440.00	\$ 9,794.00	
BAD DEBT EXPENSE	\$ 300.00	\$ -	\$ (300.00)	
SALARIES & WAGES	\$ 221,346.00	\$ 231,440.00	\$ 10,094.00	
Streets	\$ 1,277,630.00	\$ 1,234,092.00	\$ (43,538.00)	
DUES & ASSOC MEMBERSHIPS	\$ 600.00	\$ 300.00	\$ (300.00)	
SALARIES & WAGES	\$ 1,276,930.00	\$ 1,233,792.00	\$ (43,138.00)	
TRAVEL	\$ 100.00	\$ -	\$ (100.00)	
Tourism	\$ 1,900.00	\$ 17,600.00	\$ 15,700.00	
DUES & ASSOC MEMBERSHIPS	\$ -	\$ 4,200.00	\$ 4,200.00	
EDUCATION & TRAINING	\$ 500.00	\$ 3,500.00	\$ 3,000.00	
INDUSTRY EDUCATION & OUTREACH	\$ -	\$ 2,500.00	\$ 2,500.00	
LODGING	\$ 300.00	\$ 2,800.00	\$ 2,500.00	
MEALS	\$ 100.00	\$ 1,200.00	\$ 1,100.00	
POSTAL SERVICES	\$ 1,000.00	\$ 2,200.00	\$ 1,200.00	
VEHICLE FUELS	\$ -	\$ 1,200.00	\$ 1,200.00	
Town Clerk	\$ 260,363.00	\$ 260,798.00	\$ 435.00	
EDUCATION & TRAINING	\$ 2,000.00	\$ 1,500.00	\$ (500.00)	
LODGING	\$ 1,000.00	\$ 800.00	\$ (200.00)	
MEALS	\$ 500.00	\$ 300.00	\$ (200.00)	
PRINTING AND BINDING	\$ 4,000.00	\$ 3,000.00	\$ (1,000.00)	
SALARIES & WAGES	\$ 252,363.00	\$ 254,898.00	\$ 2,535.00	
TRAVEL	\$ 500.00	\$ 300.00	\$ (200.00)	
Town Council	\$ 7,100.00	\$ 3,900.00	\$ (3,200.00)	
EDUCATION & TRAINING	\$ 3,000.00	\$ 1,500.00	\$ (1,500.00)	
MEALS	\$ 600.00	\$ 400.00	\$ (200.00)	
OFFICE SUPPLIES	\$ 1,000.00	\$ 500.00	\$ (500.00)	
PRINTING AND BINDING	\$ 1,000.00	\$ 500.00	\$ (500.00)	
RECORDS MANAGEMENT	\$ 1,500.00	\$ 1,000.00	\$ (500.00)	

<u>Proposed Changes</u>	<u>FY21 Adopted</u>	<u>FY21 Amended</u>	<u>Adjustment</u>	<u>Notes:</u>
Town Manager	\$ 4,700.00	\$ 500.00	\$ (4,200.00)	
EDUCATION & TRAINING	\$ 2,500.00	\$ 500.00	\$ (2,000.00)	
LODGING	\$ 1,500.00	\$ -	\$ (1,500.00)	
MEALS	\$ 400.00	\$ -	\$ (400.00)	
TRAVEL	\$ 300.00	\$ -	\$ (300.00)	
Town Treasurer	\$ 1,317,550.00	\$ 1,225,260.00	\$ (92,290.00)	
BANK FEES	\$ 38,700.00	\$ 35,000.00	\$ (3,700.00)	
COLLECTION FEES, WARRANTS	\$ 50,500.00	\$ 44,500.00	\$ (6,000.00)	
EDUCATION & TRAINING	\$ 4,375.00	\$ 3,375.00	\$ (1,000.00)	
SALARIES & WAGES	\$ 1,223,975.00	\$ 1,142,385.00	\$ (81,590.00)	
Traffic Engineering	\$ 61,770.00	\$ 63,995.00	\$ 2,225.00	
EDUCATION & TRAINING	\$ 300.00	\$ -	\$ (300.00)	
SALARIES & WAGES	\$ 61,470.00	\$ 63,995.00	\$ 2,525.00	
Visitors Center	\$ 54,480.00	\$ 19,221.00	\$ (35,259.00)	
SALARIES & WAGES	\$ 54,480.00	\$ 19,221.00	\$ (35,259.00)	

GF Reduction Total (less CARES eligible Pandemic Expenditures) \$ (806,460.00)

Notes:

1. E911 funding will come from Town allocation of E911 reserves maintained by County.
2. Reduction in continuing education program funding.
3. Removal of employee banquet funding.
4. Increase in contract services offset by reduction in salaries & wages.
5. Assumes additional expenditures at 100% of funding level received (i.e. business grant program).
6. Anticipated revenue loss, assumes Parking Authority will extend suspension of charges for monthly parking.
7. Postponement of parking lot paving.
8. Postponement of a replacement vehicle.

Estimated CARES Eligible Expenses	Total	Mar - Apr 30	Estimated thru December 30	
		GF	GF	EF
Quarantine Salaries	\$ 34,000	9,000	\$ 25,000	
Temporary Cleaning Srv.	\$ 15,000	3,000	\$ 12,000	
PPE / Hand Sanitizer	\$ 80,000	50,000	\$ 30,000	
Cleaning Supplies	\$ 45,000	25,000	\$ 20,000	
Facility Retrofit	\$ 8,000	5,000	\$ 3,000	
Telework and Comm.	\$ 25,000	5,000	\$ 20,000	
Unemployment Insurance	\$ 159,531		\$ 99,373	\$ 60,158
Hazard Pay	\$ 189,895	-	\$ 189,895	-
GF Total	\$ 496,268	\$ 97,000	\$ 399,268	
EF Total	\$ 60,158			\$ 60,158
GF & EF Total	\$ 556,426			

<u>Proposed Changes</u>	<u>FY21 Adopted</u>	<u>FY21 Amended</u>	<u>Adjustment</u>	<u>Notes:</u>
Electric Administration	\$ 210,106.00	\$ 215,154.00	\$ 5,048.00	
SALARIES & WAGES	\$ 210,106.00	\$ 215,154.00	\$ 5,048.00	
Electric Distribution	\$ 1,129,112.00	\$ 1,136,916.00	\$ 7,804.00	
CONSULTING SERVICES	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)	
MACHINERY & EQUIPMENT	\$ 10,000.00	\$ -	\$ (10,000.00)	
R&M-BUILDING & GROUNDS	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)	
SALARIES & WAGES	\$ 1,069,112.00	\$ 1,101,916.00	\$ 32,804.00	
SMALL TOOLS	\$ 20,000.00	\$ 15,000.00	\$ (5,000.00)	
Electric Generation	\$ 85,769.00	\$ 83,292.00	\$ (2,477.00)	
R&M-BUILDINGS & GROUNDS	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)	
SALARIES & WAGES	\$ 70,769.00	\$ 73,292.00	\$ 2,523.00	
Electric Transfers	\$ 959,285.19	\$ 948,910.19	\$ (10,375.00)	
XFER TO CAPITAL(NON COMMITTED)	\$ 959,285.19	\$ 948,910.19	\$ (10,375.00)	
L&P Increase Total			\$ 10,375.00	
Water Fund Revenue	\$ (854,509.57)	\$ (806,908.57)	\$ 47,601.00	
TRANSFER FROM RESERVES	\$ (854,509.57)	\$ (806,908.57)	\$ 47,601.00	
Water Distribution	\$ 647,178.00	\$ 588,175.00	\$ (59,003.00)	
MEALS	\$ 1,000.00	\$ 500.00	\$ (500.00)	
OFFICE SUPPLIES	\$ 1,000.00	\$ 500.00	\$ (500.00)	
SALARIES & WAGES	\$ 645,178.00	\$ 587,175.00	\$ (58,003.00)	
Water Treatment	\$ 769,265.00	\$ 780,667.00	\$ 11,402.00	
ENGINEERING SERVICES	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)	
SALARIES & WAGES	\$ 754,265.00	\$ 770,667.00	\$ 16,402.00	
Water Reduction Total			\$ (47,601.00)	
Wastewater Revenue	\$ (678,566.89)	\$ (592,424.89)	\$ 86,142.00	
TRANSFER FROM RESERVES	\$ (678,566.89)	\$ (592,424.89)	\$ 86,142.00	
Wastewater Collection	\$ 270,743.00	\$ 218,147.00	\$ (52,596.00)	
SALARIES & WAGES	\$ 270,743.00	\$ 218,147.00	\$ (52,596.00)	
Wastewater Treatment	\$ 1,159,613.00	\$ 1,126,067.00	\$ (33,546.00)	
SALARIES & WAGES	\$ 1,159,613.00	\$ 1,126,067.00	\$ (33,546.00)	
Wastewater Reduction Total			\$ (86,142.00)	
Total Reduction - All Funds			\$ (929,828.00)	



RESOLUTION
ADOPTING THE FY21 BUDGET

Resolution No. R-2020-016

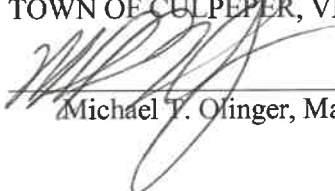
WHEREAS, the Council of the Town of Culpeper, Virginia, has presented a balanced budget for FY21, beginning July 1, 2020, and ending June 30, 2021; and

WHEREAS, the FY21 budget totals \$44,070,233.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Culpeper, Virginia, hereby adopts the FY21 budget to be effective July 1, 2020 through June 30, 2021.

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA



Michael T. Olinger, Mayor

Attest:



Kimberly D. Allen, Town Clerk

MOTION: Reaves
SECOND: Yowell

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None



RESOLUTION

TO ADOPT AND APPROPRIATE THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 IN THE AMOUNT OF \$44,070,233.

Resolution No. R-2020-017

BE IT RESOLVED by the Town Council of the Town of Culpeper, VA that the amounts herein named are hereby appropriated subject to the conditions set forth in this resolution, and for the purposes listed for the fiscal year July 1, 2020 - June 30, 2021:

GENERAL FUND	
Town Council	\$169,175
Town Manager	\$132,168
Town Clerk	\$317,845
Human Resources	\$308,798
Town Attorney	\$100,660
Independent Auditor	\$70,500
Treasurer	\$1,436,555
Risk Management	\$101,075
Information Technology	\$1,713,089
Motor Pool	\$262,701
Police	\$5,296,231
Police - Drug Fund	\$15,000
E911 Operations Center	\$393,718
Volunteer Fire Services	\$155,850
Volunteer Rescue Services	\$25,000
Virginia Regional Transit	\$131,532
General Engineering	\$188,828
Streets	\$2,561,215
Snow & Ice Removal	\$57,800
Traffic Engineering	\$211,157
Sanitation	\$419,220
General Properties	\$606,288
Culpeper Media Network	\$222,394
Parks & Recreation	\$352,381
Cemetery	\$71,715
Planning & Community Development	\$737,718
Visitors Center	\$64,258
Tourism	\$302,950
Economic Development	\$214,777

General Fund Debt Service	\$1,553,341
Subtotal GF Operations	\$18,193,939
Transfer to Sanitation Equipment Replacement Fund	\$114,000
Transfer to Capital Reserve Fund	\$182,850
Transfer to Parking Authority	\$59,534
Transfer to Special tax districts	\$26,000
Total General Fund Operations	\$18,576,323
GENERAL FUND CAPITAL	
Total GF Capital Fund	\$0
WATER FUND	
Treatment	\$2,776,116
Distribution	\$1,065,071
Debt Service	\$714,620
Transfers	\$113,453
Total Water Fund	\$4,669,260
WATER FUND CAPITAL	
Total Water Capital Fund	\$399,900
WASTEWATER FUND	
Treatment	\$3,993,499
Collection	\$557,160
Debt Service	\$1,241,344
Transfers	\$157,564
Total Wastewater Fund	\$5,949,567
WASTEWATER CAPITAL	
Total Wastewater Capital Fund	\$611,250
LIGHT & POWER FUND	
Administration	\$1,268,171
Generation	\$8,637,064
Distribution	\$1,931,124
Debt Service	\$467,946
Transfers	\$1,368,995
Total Light & Power Fund	\$13,673,300
LIGHT & POWER CAPITAL	
Total Light & Power Capital fund	\$0
CEMETERY PERPETUAL CARE FUND	

Total Cemetery Perpetual Care Fund	\$70,000
PARKING AUTHORITY	
Total Parking Authority	\$120,634
TOTAL ALL FUNDS	\$44,070,233

May not foot or cross foot due to rounding

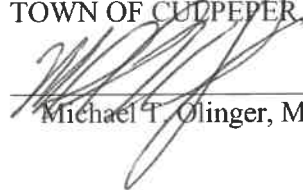
All appropriations are declared to be maximum, conditional and proportionate appropriations, the purpose being to make the appropriations payable in full in the amounts named herein if necessary, and then only in the event the aggregate revenues collected and other resources available to the Town are sufficient.

All bonded debts of the Town shall be paid in full when due and payable. All expenditures shall be made in accordance with this resolution, the Town Charter, the Town Code, Council financial management policies, and all administrative rules and regulations.

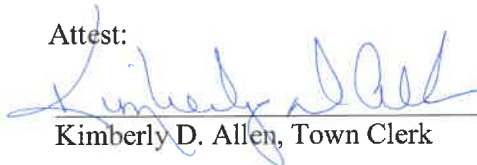
To the extent necessary, the Town Council gives its consent and approval for the Town Manager to move appropriations from one appropriation line to another, so long as he does not move appropriations between fund categories. For purposes of this paragraph, the term "fund category" means any of the following funds as set out in this resolution: General Fund, Water Fund, Wastewater Fund, Light & Power Fund, Cemetery Perpetual Care Fund, and Parking Authority. The Town Manager and Director of Finance/Treasurer shall report the total transfer amounts to Council annually at the September Council Meeting.

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Taylor
SECOND: Reaves

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None



RESOLUTION

APPROVING THE EMPLOYEE CLASSIFICATION PLAN and SALARY/WAGE SCALE FOR FY2021

Resolution No. R-2020-014

WHEREAS, pursuant to Section 6.1 of the Town of Culpeper Personnel Policies and Employee Handbook, the Employee Classification Plan and Salary/Wage Scale is being presented for Council's adoption in conjunction with the FY2021 budget; and

WHEREAS, after a general review was made of the Employee Position Classification and Salary/Wage Scale by the Town Manager, it is recommended that Council approve the Employee Positions Classification and Salary/Wage Scale for FY2021, to become effective July 1, 2020;

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Culpeper hereby adopts the FY2021 Employee Positions Classification and Salary/Wage Scale for FY2021, which overrides any inconsistent provisions in any tax, budget, or appropriation resolutions adopted before or at the same time as this Resolution.

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Reaves
SECOND: Rimeikis

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None

TOWN OF CULPEPER
JOB CLASSIFICATIONS BY JOB TITLE - FY2021

Position	Exemption Status	Grade	Hourly			Salary (40 hours/week)		
			Min	Mid	Max	Min	Mid	Max
Accounting Technician	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Administration Support Officer	NE	15	\$19.84	\$25.80	\$31.75	\$41,276.52	\$53,659.47	\$66,042.43
Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Assistant Chief Operator	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Assistant Environmental Services Director	E	27	\$36.00	\$46.80	\$57.60	\$74,874.98	\$97,337.48	\$119,799.97
Assistant Finance Director	E	25	\$32.48	\$42.23	\$51.97	\$67,562.35	\$87,831.06	\$108,099.76
Assistant Information Technology Director	E	26	\$34.28	\$44.57	\$54.85	\$71,309.51	\$92,702.36	\$114,095.21
Assistant Light & Power Director	E	27	\$36.00	\$46.80	\$57.60	\$74,874.98	\$97,337.48	\$119,799.97
Assistant Public Works Director	E	27	\$36.00	\$46.80	\$57.60	\$74,874.98	\$97,337.48	\$119,799.97
Billing/Accounting Clerk	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Building & Grounds Maintenance Technician	NE	9	\$14.76	\$19.18	\$23.61	\$30,690.45	\$39,897.58	\$49,104.72
Cable TV Technical Director	NE	11	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
Chief Accountant	E	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
Chief of Police	E	33	\$48.02	\$62.43	\$76.83	\$99,885.10	\$129,850.63	\$159,816.16
Chief Plant Operator	NE	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
Civilian Analyst	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Community Service Officer	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Construction Inspector	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Crew Leader	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Customer Service Representative	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Deputy Town Clerk	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Deputy Treasurer	E	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Electric Line Service Technician	NE	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Electric Meter/Substation Generator Technician	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Electric Utility Heavy Equipment Operator	NE	15	\$19.84	\$25.80	\$31.75	\$41,276.52	\$53,659.47	\$66,042.43
Equipment Mechanic	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Equipment Operator	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Facilities Technician	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Finance Director/Town Treasurer	E	33	\$48.02	\$62.43	\$76.83	\$99,885.10	\$129,850.63	\$159,816.16
Fleet Manager	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Gardener	NE	11	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
Geographic Information System (GIS) Coordinator	E	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26
Geographic Information System (GIS)Analyst	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Human Resources Director	E	31	\$43.56	\$56.62	\$69.69	\$90,598.73	\$117,778.35	\$144,957.97
Human Resources Generalist	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Information Technology Director	E	31	\$43.56	\$56.62	\$69.69	\$90,598.73	\$117,778.35	\$144,957.97
IT Specialist	E	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Laboratory Analyst	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Lead Lineman	NE	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Light and Power Director	E	32	\$45.73	\$59.46	\$73.18	\$95,128.67	\$123,667.26	\$152,205.86
Line Technician - 1st Class	NE	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26
Line Technician - 2nd Class	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Line Technician Apprentice	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Maintenance/Construction Worker	NE	8	\$14.04	\$18.26	\$22.47	\$29,209.54	\$37,972.40	\$46,735.27
Management Analyst	E	21	\$26.70	\$34.71	\$42.71	\$55,529.37	\$72,188.19	\$88,847.00
Master Police Officer	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Network Security Engineer	E	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Operations Manager	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Operations Program Manager	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Planner I	E	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Planner II	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Planning & Community Development Director	E	32	\$45.73	\$59.46	\$73.18	\$95,128.67	\$123,667.26	\$152,205.86
Planning and Zoning Assistant	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Plant Maintenance Worker	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Plant Mechanic	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Police Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Police Captain	E	25	\$32.48	\$42.23	\$51.97	\$67,562.35	\$87,831.06	\$108,099.76
Police Forensic/Network Analyst	E	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Police Lieutenant	NE	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26
Police Major	E	28	\$37.71	\$49.03	\$60.34	\$78,440.46	\$101,972.60	\$125,504.73
Police Officer I	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Police Officer II	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Police Sergeant	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Principal Planner	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Programmer/Analyst	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Public Services Director	E	34	\$50.42	\$65.55	\$80.68	\$104,879.35	\$136,343.16	\$167,806.97
Quartermaster/Property & Evidence Specialist	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Records Management/Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Records Specialist I	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Records Specialist II	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Revenue & Collection Specialist	NE	15	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Senior Accountant	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94

TOWN OF CULPEPER
JOB CLASSIFICATIONS BY JOB TITLE - FY2021

Senior Equipment Operator	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Senior Maintenance/Construction Worker	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Senior Planner	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Senior Plant Mechanic/Instrumentation & Controls Technician	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Senior Utility Plant Operator	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Station Manager	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Storekeeper	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Support Division Manager	E	21	\$26.70	\$34.71	\$42.71	\$55,529.37	\$72,188.19	\$88,847.00
Systems Administrator	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Systems Architect	E	25	\$32.48	\$42.23	\$51.97	\$67,562.35	\$87,831.06	\$108,099.76
Tourism & Economic Development Director	E	29	\$39.60	\$51.48	\$63.36	\$82,362.48	\$107,071.22	\$131,779.97
Tourism and Marketing Specialist	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Town Clerk	E	26	\$34.28	\$44.57	\$54.85	\$71,309.51	\$92,702.36	\$114,095.21
Traffic Engineering Technician	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Travel Specialist	NE	8	\$14.04	\$18.26	\$22.47	\$29,209.54	\$37,972.40	\$46,735.27
Utility Billing Coordinator	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Utility Locator	NE	13	\$17.98	\$23.37	\$28.76	\$37,392.29	\$48,609.97	\$59,827.66
Utility Plant Operator I	NE	13	\$17.98	\$23.37	\$28.76	\$37,392.29	\$48,609.97	\$59,827.66
Utility Plant Operator II	NE	15	\$19.84	\$25.80	\$31.75	\$41,276.52	\$53,659.47	\$66,042.43
Utility Plant Operator Trainee	NE	11	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Utility Service Technician	NE	13	\$17.98	\$23.37	\$28.76	\$37,392.29	\$48,609.97	\$59,827.66
Visitor Center Supervisor	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Water Utility AMR Technician	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Water Utility Supervisor	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Zoning Administrator	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Zoning Inspector	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33



RESOLUTION
IMPOSING AND LEVYING TAXES WITHIN THE TOWN OF CULPEPER, VIRGINIA
UPON ALL PROPERTY FOR THE CALENDAR YEAR 2020

Resolution No. R-2020-009

WHEREAS, the Council of the Town of Culpeper, Virginia, has presented a balanced budget for FY2021, beginning July 1, 2020, and ending June 30, 2021; and

WHEREAS, projected revenue in this budget is based on the following tax rates for the year beginning the 1st day of January 2020 (or as noted).

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Culpeper, Virginia, hereby adopts the following tax rates for the support of the Town Government for the tax year beginning on the 1st day of January 2020 (or as noted):

SECTION 1 - REAL ESTATE

Upon all lands, lots and the improvements thereon, not exempt from taxation, there shall be a tax of nine and one tenth cents (\$0.091) for every one hundred dollars (\$100) of the assessed value thereof. Said property shall be assessed at 100% of Fair Market Value.

SECTION 2 - PUBLIC SERVICE CORPORATIONS

Upon all real and personal property of public service corporations assessed by the Commonwealth, there shall be a tax equal to the Town's real estate rate and tangible personal property rate of nine and one tenth cents (\$0.091) for every one hundred dollars (\$100) of assessed value and one dollar (\$1.00) for every one hundred dollars (\$100) of assessed value, respectively. Said property shall be assessed in accordance with §58.1-2604 of the Code of Virginia.

SECTION 3 - TANGIBLE PERSONAL PROPERTY

Upon all tangible personal property of every kind and description not exempt from taxation, there shall be a tax of one dollar (\$1.00) per one hundred dollars (\$100) of assessed value. Said property shall be assessed at 100% of its value on January 1 of the taxable year. Said value shall be determined by utilizing the best available source of information on the property at question.

SECTION 4 - MACHINERY & TOOLS

Upon all machinery and tools used or employed by that person, firm or corporation in any trade or business, not exempt from taxation, there shall be a tax of eighty cents (\$0.80) for every one hundred (\$100) of assessed value thereof. Said property shall be valued in accordance with §58.1-3507 of the Code of Virginia.

SECTION 5 – SOUTHRIDGE SERVICE DISTRICT – SPECIAL TAX

Upon all lands, lots and the improvements thereon the Southridge Service District, as established by the Council of the Town of Culpeper at its regular meeting on December 11, 2007, not exempt from taxation, there shall be an additional tax of six cents (\$0.06) for every one hundred dollars (\$100) of the assessed value thereof. Said property shall be assessed at 100% of Fair Market Value.

SECTION 6 – LAFAYETTE RIDGE SERVICE DISTRICT – SPECIAL TAX

Upon all lands, lots and the improvements thereon the Lafayette Ridge Service District, as established by the Council of the Town of Culpeper at its regular meeting on January 13, 2009, not exempt from taxation, there shall be an additional tax of eight cents (\$0.08) for every one hundred dollars (\$100) of the assessed value thereof. Said property shall be assessed at 100% of Fair Market Value.

SECTION 7 – WILLOW SHADE SERVICE DISTRICT – SPECIAL TAX

Upon all lands, lots and the improvements thereon the Willow Shade Service District, as established by the Council of the Town of Culpeper at its regular meeting on June 8, 2010, not exempt from taxation, there shall be an additional tax of three cents (\$0.03) for every one hundred dollars (\$100) of the assessed value thereof. Said property shall be assessed at 100% of Fair Market Value.

SECTION 8 - BANK STOCK TAX

Upon the net capital of any bank or branch bank located in the Town, the tax shall be eighty cents (\$0.80) of each one hundred dollars (\$100) of net capital as provided for in Article II of Chapter 23 of the Town Code and Section 58.1-1200 *et. seq.* of the Code of Virginia.

SECTION 9 - BUSINESS, PROFESSIONAL AND OCCUPATIONAL LICENSES

Upon all businesses, professions, and occupations there is hereby imposed the below listed tax rate per one hundred dollars (\$100) of gross receipts, as provided for in Section 10-25 of the Town Code, all of which are below the State allowed maximums:

\$	0.08	Contracting
	0.10	Retail Sales
	0.20	Financial, Real Estate & Professional Services
	0.14	Repair, Personal, Business & Other Services
	0.04	Utility, Wholesale

The business license tax for new businesses is the greater of a \$24 (minimum), or the actual tax amount based on estimated gross receipts.

SECTION 10 – CIGARETTE TAX

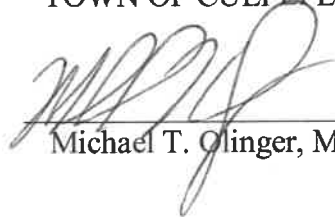
Upon every person who sells or uses cigarettes within the town there is hereby imposed an excise tax equivalent to fifteen cents (\$0.15) for each package containing twenty-five (25) cigarettes or less sold or used within the town as provided for in Section 23-139 of the Town Code and Section 58.1-3832 *et. seq.* of the Code of Virginia.

SECTION 11 - ALL OTHERS

All other taxes, fees, charges, utility usage rates and penalties shall remain the same as they were on the date of this resolution's adoption, as heretofore set by Ordinance or Resolution by the Town Council, until the Town Council establishes or amends such taxes, fees, charges, utility usage rates and penalties.

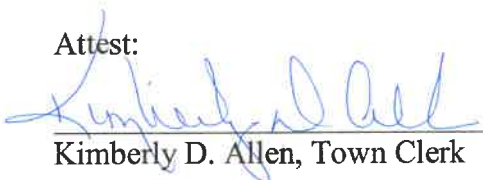
ADOPTED this 9th day of April, 2020.

BY ORDER OF COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA



Michael T. Olinger, Mayor

Attest:



Kimberly D. Allen, Town Clerk

MOTION: Price

SECOND: Taylor

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell

Nays: None

Absent from Vote: None

Absent from Meeting: None



**RESOLUTION SETTING NEW ELECTRIC RATES
EFFECTIVE JULY 1, 2020**

Resolution No. R-2020-010

WHEREAS, pursuant to Town of Culpeper Code §24-32, the Town Council shall, from time to time, fix the rates to be paid for the use of electric services,

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Culpeper, Virginia, that ALL electric rates and charges for all billings on and after July 1, 2020 shall remain the same:

Residential Rate - "Schedule RS":

	EXISTING	EFF. 7-1-20
A. Basic Customer Charge	\$9.79	\$9.79
B. Plus KWH charge:		
First 800 KWH	\$0.10701 per kWh	\$ 0.10701 per kWh
Excess over 800 KWH	\$0.11909 per kWh	\$ 0.11909 per kWh
C. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.		

Small General Service Rate - "Schedule SGS":

	EXISTING	EFF. 7-1-20
A. Basic Customer Charge		
Single Phase	\$19.06	\$19.06
Three Phase	\$30.91	\$30.91
B. Plus kWh charge:	\$0.11313 per kWh	\$0.11313 per kWh
C. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.		

Medium General Service - "Schedule MGS"

	EXISTING	EFF. 7-1-20
A. Basic Customer Charge	\$53.57	\$53.57
B. Plus kWh charge:	\$0.07745 per kWh	\$0.07745 per kWh
C. Plus kW demand charge:	\$7.26 per kW	\$7.26 per kW

- D. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.

**Large General Service -
"Schedule LGS":**

	EXISTING	EFF. 7-1-20
A. Basic Customer Charge	\$99.93	\$99.93
B. Plus kWh Charge:		
First 24,000 kWh	\$0.04948 per kWh	\$0.04948 per kWh
Next 186,000 kWh	\$0.03508 per kWh	\$0.03508 per kWh
Additional kWh	\$0.03217 per kWh	\$0.03217 per kWh
C. Plus kW Charge:		
*First 100 kW	\$18.15 per kW	\$18.15 per kW
Next 650 kW	\$18.21 per kW	\$18.21 per kW
Additional kW	\$17.82 per kW	\$17.82 per kW
*Minimum Charge 50 kW		
D. Plus the following rKVA Charge		
All rKVA of demand	\$0.060 per rKVA	\$0.060 per rKVA
E. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.		

**Time of Use Service Rate -
"Schedule TOU":**

	EXISTING	EFF. 7-1-20
A. Basic Customer Charge	\$53.57	\$53.57
Plus the following kW		
B. Demand charge:		
Billing months June through September	\$10.54 per kW	\$10.54 per kW
Billing months October through May	\$8.19 per kW	\$8.19 per kW
C. Plus distribution demand charge		
All kW of demand	\$4.47 per kW	\$4.47 per kW
D. Plus kWh Charge:		
All on peak kWh	\$0.05336 per kWh	\$0.05336 per kWh
All off peak kWh	\$0.00885 per kWh	\$0.00885 per kWh
E. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.		
F. The minimum charge shall be such as may be contracted for but no less than the Basic Customer Charge.		

**Street and Yard Light
Service Rate - "Schedule
SL":**

TYPE	LUMENS	MONTHLY kWh	EXISTING	EFF 7-1-20
Light-emitting diode (LED)	3600-23000	30	\$12.96	\$12.96

**Traffic Control Service Rate
- "Schedule TCS":**

	EXISTING	EFF. 7-1-20
A. Energy Charge	\$0.04051 per kWh	\$0.04051 per kWh
B. Minimum Charge	\$5.22	\$5.22
C. Fuel Adjustment: Each kilo-watt hour used is subject to adjustment for changes in fuel costs, provided such fuel costs are charged to the Town by its supplier.		

Electric Meter Charge	EXISTING	EFF. 7-1-20
Residential	\$175.00	\$175.00
Small and Medium General Service	\$463.00	\$463.00
Large General Service	\$580.65	\$580.65

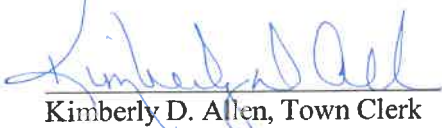
Automatic Meter Reading Charge - A \$1.50/month basic charge will be assessed to all electric customers for the Automated Meter Reading (AMR) system conversion.

ADOPTED this 9th day of April 2020.

BY ORDER OF COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Reaves
SECOND: Clancey

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None



RESOLUTION
SETTING NEW WATER AND SEWER RATES EFFECTIVE JULY 1, 2020

Resolution No. R-2020-011

WHEREAS, pursuant to Virginia Code §15.2-2109 *et seq.* and Town of Culpeper Codes §24-100 and §24-164, the Town Council shall, from time to time, fix the rates to be paid for the use of water and sewer services;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Culpeper, Virginia, that water and sewer rates for all billings after June 30, 2020 will remain at the current rate and as follows:

Rates per 100 Gallons of Consumption (except for flat minimum rates up to 2,000 gallons/month)

Water Rates

<u>Gallons</u>	<u>Existing</u>	<u>Eff. 7-1-20</u>
0 – 2,000 (min.)	\$12.77	\$12.77
2,001 – 25,000	63.9¢	63.9¢
25,001 – 100,000	51.2¢	51.2¢
OVER 100,000	38.1¢	38.1¢

Sewer Rates

<u>Gallons</u>	<u>Existing</u>	<u>Eff. 7-1-20</u>
0 – 2,000 (min.)	\$16.12	\$16.12
2,001 – 25,000	80.5¢	80.5¢
25,001 – 100,000	74.0¢	74.0¢
OVER 100,000	72.4¢	72.4¢

Sewer Flat Rate	\$38.09	\$38.09
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Septage Rates

	<u>Existing</u>	<u>Eff. 7-1-20</u>
Minimum Charge	\$25.75	\$25.75
Per gallon	10.4¢	10.4¢

Water sales (bulk)

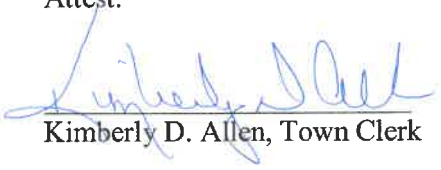
	<u>Existing</u>	<u>Eff. 7-1-20</u>
Minimum charge – initial 2,000 gallons	\$37.58	\$37.58
Per 1,000 over minimum	\$6.26	\$6.26

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Taylor
SECOND: Reaves

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None



RESOLUTION
SETTING NEW WATER METER SERVICE FEES EFFECTIVE JULY 1, 2020

Resolution No. R-2020-012

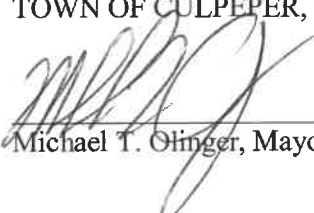
WHEREAS, in February 2005, Town Council authorized the initiation of water meter service fees to recover the cost of meters and meter boxes;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Culpeper, Virginia that all water meters set after June 30, 2020 shall be charged at the current rate and as follows:


METER SIZE	EXISTING FEE	EFFECTIVE 7-1-20 FEE
FIVE-EIGHTHS (5/8")	\$ 525	\$ 525
ONE INCH (1")	\$ 590	\$ 590
ONE & ONE HALF (1½")	\$ 1,090	\$ 1,090
TWO INCH (2")	\$ 1,515	\$ 1,515
THREE INCH (3")	\$ 2,775	\$ 2,775
FOUR INCH (4")	\$ 3,345	\$ 3,345

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Taylor
SECOND: Reaves

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell
Nays: None

Absent from Vote: None
Absent from Meeting: None



RESOLUTION
SETTING NEW WATER AND SEWER TAP PRIVILEGE ASSESSMENT FEES
EFFECTIVE JULY 1, 2020

Resolution No. R-2020-013

WHEREAS, pursuant to Virginia Code §15.2-2109 *et seq.* and Town of Culpeper Codes §24-95 and §24-149, the Town Council shall, from time to time, fix the rates to be paid for the use of water and sewer services;

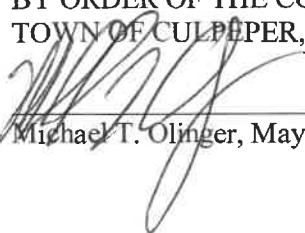
NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Culpeper, Virginia, that all tap privilege connection fees purchased after June 30, 2020 will remain at the current rate and as follows:

WATER & SEWER TAP PRIVILEGE ASSESSMENT FEES

METER SIZE	MAXIMUM ALLOWABLE GALLONS	EXISTING FEE		EFFECTIVE 7-1-20 FEE	
		WATER	SEWER	WATER	SEWER
FIVE-EIGHTHS (5/8")	10,000	6,500	10,000	6,500	10,000
ONE INCH (1")	25,000	9,900	12,500	9,900	12,500
ONE & ONE HALF (1½")	75,000	15,000	20,250	15,000	20,250
TWO INCH (2")	150,000	30,000	40,500	30,000	40,500
THREE INCH (3")	225,000	45,000	60,750	45,000	60,750
FOUR INCH (4")	300,000	60,000	81,000	60,000	81,000

ADOPTED this 9th day of April 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Taylor

SECOND: Reaves

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell

Nays: Nays

Absent from Vote: None

Absent from Meeting: None



RESOLUTION

TO ADOPT AND APPROPRIATE THE ANNUAL OPERATING BUDGET FOR THE CULPEPER PARKING AUTHORITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021 IN THE AMOUNT OF \$120,634.

Resolution No. R-2020-015

BE IT RESOLVED by the Town Council of the Town of Culpeper, VA that the amounts herein named are hereby appropriated subject to the conditions set forth in this resolution, and for the purposes listed for the fiscal year July 1, 2020 - June 30, 2021:

CULPEPER PARKING AUTHORITY	
Culpeper Parking Authority	\$120,634
Total Culpeper Parking Authority Operations	\$120,634

All appropriations are declared to be maximum, conditional and proportionate appropriations, the purpose being to make the appropriations payable in full in the amounts named herein if necessary, and then only in the event the aggregate revenues collected and other resources available to the Town are sufficient.

All bonded debts of the Town shall be paid in full when due and payable. All expenditures shall be made in accordance with this resolution, the Town Charter, the Town Code, Council financial management policies, and all administrative rules and regulations.

ADOPTED this 9th day of April, 2020.

BY ORDER OF THE COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Rimeikis

SECOND: Reaves

Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell

Nays: None

Absent from Vote: None

Absent from Meeting: None



ORDINANCE #O-2020-003

INTRODUCED: April 9, 2020

ADOPTED: April 9, 2020

ENACTED: April 9, 2020

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, TOWN OF CULPEPER, VIRGINIA (1991), AS AMENDED, BY AMENDING SECTION 2-36(k) OF DIVISION 1, RELATING GENERALLY TO BUDGET CONTROL, EXPENSE ACCOUNTS, HEALTH INSURANCE, RELATING SPECIFICALLY TO HEALTH INSURANCE

BE IT ORDAINED by the Council for the Town of Culpeper, Virginia, meeting in special session this 9th day of April, 2020:

- 1. That Section 2-36 of the Code of Ordinances, Town of Culpeper, Virginia (1991), as amended, is amended as follows:**

Sec. 2-36. - Budget control; expense accounts, health insurance.

(a) All budget appropriations are declared to be maximum, conditional and proportionate appropriations, the purpose being to make the appropriations payable in full in the amounts approved by town council by department, bureau, agency or individual, if necessary, and then only in the event the aggregate revenues collected and other resources available during the fiscal year for which the appropriations are made, are sufficient to pay all the appropriations in full; otherwise, the appropriations shall be deemed payable in such proportion as the total sum of all realized revenue is to the total amount of the revenues estimated by the town council to be available for appropriation in the fiscal year.

(b) No department, bureau, agency or individual receiving appropriations under the provisions of the annual budget of the town shall exceed the amount of its or his appropriation except with the prior consent and approval of the town council.

(c) Nothing in this section shall be construed as authorizing any reduction to be made in the amounts appropriated in the annual budget of the town for the payment of interest on or retirement of the bonded debt of the town.

(d) The restrictions with respect to the expenditure of the funds appropriated shall apply only to the total appropriation amounts for each department, bureau, agency or individual as provided in the annual budget of the town.

(e) The council reserves the right to change at any time during the fiscal year the compensation so provided to any officer or employee, except as provided under a pay plan adopted by the town council, and to abolish any office or position provided for in the appropriation resolution, except such offices or positions as it may be prohibited by law from abolishing. The town manager is

authorized to make such rearrangement of positions and appropriations within the several departments as may best meet the needs and interests of the town.

(f) No obligations of any description for any purposes may be incurred by any department, bureau, agency or individual for which appropriations have been made in the annual budget of the town except under the provisions of the Charter, the Code and the rules and regulations issued thereunder.

(g) None of the moneys mentioned in the annual budget of the town shall be expended for any other purposes than those for which they are appropriated. The town manager shall see that this provision is observed and shall report within two (2) weeks to the town council any irregularities and their importance and reasons. "Annual budget" is defined as that document which is adopted by the town council by resolution and as amended from time to time.

(h) Allowances out of any of the appropriations made in the annual budget of the town by any or all of the town departments, bureaus or agencies, to any of their officers and employees for expenses on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall not exceed the rates paid by the commonwealth per mile of actual travel.

(i) All traveling expense accounts shall be submitted on forms and according to regulations prescribed or approved by the town manager. Each account shall show the dates expenses were incurred or paid; points between which traveled; the number of miles traveled; method of travel, whether by railroad, steamship, bus, airplane, or for-hire, privately owned or town-owned automobile or truck; hotel expenses, meals; incidental expenses, such as telegrams, telephone calls, etc., to be specified in each instance; a concise statement of the purpose of or reason for such travel expense. The town manager is specifically directed to withhold the issuance of checks in payment of expense accounts submitted for lump-sum amounts.

(j) All moneys collected by any department, bureau, agency or individual of the town government shall be paid into the town treasury not later than the working day immediately following the day of collection.

(k) The town will pay the medical expense insurance premium for all full-time, salaried, regularly employed town employees at the following rate:

Key Advantage 250 - 95% of employee only medical insurance coverage, ~~7570%~~ of employee & spouse coverage, and ~~7065%~~ of family coverage.

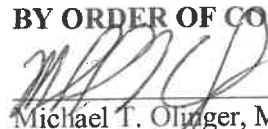
Key Advantage 1000 – 95% of employee only medical insurance coverage, ~~8075%~~ of employee & spouse coverage, and ~~7570%~~ of family coverage.

High Deductible - 100% of employee only medical insurance coverage, 85% of employee & spouse coverage, and 80% of family coverage.

This amount may change from year to year.


2. This ordinance shall become effective April 9, 2020.

BY ORDER OF COUNCIL



Michael T. Olinger, Mayor
On Behalf of the Town Council of
Culpeper, Virginia

ATTEST:



Kimberly D. Allen, Town Clerk

MOTION: Brown
SECOND: Reaves

Date: April 9, 2020
Special Meeting

Ord. No. O-2020-003

RE: Approval

ACTION: Approved

Votes:


Ayes: Brown, Clancey, Olinger, Price, Reaves, Rimeikis, Russell, Taylor, Yowell

Nays: None

Absent from Vote: None

Absent from Meeting: None

CERTIFIED COPY



Kimberly D. Allen, Town Clerk

TOWN OF CULPEPER

SCHEDULE OF FINES & FEES

CODE SECTION	DESCRIPTION	FEE
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ENGINEERING		
§7-26	Erosion Control Plan Review (12/06) (6/09)	
	First acre	\$25
	Per acre thereafter	\$1
§7-28	Land disturbing permit (Agreement in Lieu of Plan) for single family dwellings not part of a larger subdivision. (12/06)	\$25
	Overtime, Weekend, and Holiday Inspections (12/06)	\$160 - plus \$40.00 per hour if more than 4 hours are needed.
§22-68	Re-Inspections (12/06)	\$25 base fee, plus additional below, if applicable
	Re-inspect - per liner foot of roadway	\$ 0.10
	Re-inspect – per linear foot of utility	\$ 0.05
	Re-inspect – Per major utility structure (for manhole, fire hydrant, drop inlet, etc)	\$1.00

STREETS		
§21-92	Permit to break, dig up, open or cause to be broken dug up or opened any street, alley, sidewalk or other public place or portion thereof (6/07)	\$50

REFUSE		
§20-76, 77, 78	Monthly sanitation equipment replacement fee (paid on water utility bill) (6/11) (6/14)	\$2/cart
	Second Trash Cart	\$60
	Refuse collection – business	\$11/month – per cart
§20-32	Refuse collection 3 times per week – Historic District food service locations only (7/12)	\$36/month – 1 cart \$39/month – ea. additional cart

UTILITIES - GENERAL		
§24-34, 110 & 155	Late fee for bills unpaid one (1) day after due date.	\$1.50 or 2% of bill, whichever is greater
	Delinquent fee for bills unpaid eleven (11) days after due date. (6/09) (7/12) (6/19)	\$25
§24-34, 110, 130 & 155	Service notice to disconnect utility services for non-payment. (6/09) (7/12) (6/19)	\$50
	Re-connect services Mon-Fri 5pm-8pm, Sat-Sun 8am-4pm	\$100
	Second trip to re-connect if no one home	\$50

Schedule of Fines & Fees - Page 2

CODE SECTION	DESCRIPTION	FEE
UTILITIES – ELECTRIC		
§24-37	Electric Meter (set/placed) based on service	Varies
	Electric Meter re-read (6/09)	\$20
§24-42	Electric Meter Test - Request by Customer (6/09)	
	First request	No charge
	Second request in a 12 month period	\$25
	All additional requests	\$25
	Electric Line Extensions (6/09) (6/19)	
	In-town major subdivisions – lots not exceeding one acre	\$3,500 per lot
	In-town major subdivisions – lots one to two acres	\$5,000 per lot
	In-town major subdivisions – lots larger than two acres	\$7,500 per lot
	In-town underground service to single lot, lots in minor subdivisions or small, single phase commercial (6/15)	\$1,500 plus \$1.25 per foot over 125'
	In-town overhead service to single lot, lots in minor subdivisions with single phase commercial	\$1,100 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	In-town large commercial and industrial users, three-phase Service (6/15)	\$4,000 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	Service Changes, overhead to underground, service heavy-up	Time and material
§24-37	Electric service - security deposit (6/09) (6/15)	
	Residential & Commercial	\$250
§24-32	Electric Rate Schedule	Varies
UTILITIES – WATER & SEWER		
§24-95	Water main connections - residential only	Varies
	(Note: Commercial and industrial water connections are based upon meter size and consumption.)	

Schedule of Fines & Fees – Page 3

CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER & SEWER, CON'T		
	Water main connections – residential only (8/04) (7/12) Existing dwellings converting from private well to Town water will be charged 50% of the current tap fee.	\$3,250 ea.
§24-96	Water Meter Test - Request by Customer (6/11)	First request - No charge Second request in a 12 month period - \$25
§24-96	Monthly water rates	Varies
§24-100	Water Meter (set/placed) Based on meter size	Varies
§24-100	Water & wastewater service deposit (7/12) Residential and Commercial	\$50
	Water sales (bulk) – minimum charge (6/09) (6/11)	Varies
	Water sales (bulk) (6/09) (6/11)	Varies
§24-149	Sewer connections - residential (Note: Commercial and industrial connections are based upon meter size and consumption.)	Varies
	Sewer main connections – residential only (8/04) (7/12) Existing dwellings converting from private septic tank to Town sewer will be charged 50% of the current tap fee.	\$5,000 ea.
	Monthly sewer rates	Varies
	Sewer - Flat Rate	Varies
§24-202	Permit and inspection fee for residential or commercial sewer permit (06/18)	\$50
	Re-inspection fee for subsequent field inspections (06/18)	\$25
§24-202	Permit and inspection fee for industrial sewer permit (06/18)	\$100
	Re-inspection fee for subsequent field inspections (06/18)	\$50
§24-183	Permit and inspection fee for private sewer system permit (06/18)	\$100
	Re-inspection fee for subsequent field inspections (06/18)	\$50
	Septage Hauler's Fee (6/09) (6/11) (7/12) (6/13) (6/19)	Varies
§24-241	Wastewater Contribution Permit (5 Years) (6/11)	\$1,000

Schedule of Fines & Fees – Page 4

CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER & SEWER, CONT.		
	Review of out-of-town water and wastewater service requests - apply to the entire tract of land to be developed.	<p>\$50 per acre; with a minimum charge of \$500, and a maximum charge of \$5,000 for properties within the Mountain Run Lake and Lake Pelham watersheds.</p> <p>\$25 per acre, with a minimum charge of \$250 and a maximum charge of \$2,500 for properties outside the above mentioned watersheds.</p>
UTILITIES – TELECOMMUNICATIONS ANTENNAE OR APPURTENANCES		
	Attachment of commercial telecommunications antennae or appurtenances to Town facilities including, but not limited to, water tanks. (4/02) (6/13)	To be negotiated by town manager, \$2,000 min (per provider) per month
	Attachment of non-commercial telecommunications antennae or appurtenances to Town facilities including, but not limited to, water tanks. (6/13)	To be negotiated by Town Manager
PLANNING & COMMUNITY DEVELOPMENT		
	<i>FACILITIES STANDARDS MANUAL</i>	
	Sec. 2.200, Fire Protection Flushing or Testing	\$30
	<i>MISCELLANEOUS – Copies</i>	
	Comprehensive Plan	Hard Copy \$30
	(6/02)	CD Version \$15
	11" x 17" Maps (pack of 15)	\$10
	Large Transportation Map (30"x 42")	\$10
	Large Future Land Use Map (30" x 42")	\$10
	Facilities Standards Manual	\$20
	Capital Improvements Plan (04/09)	Hard Copy \$20
		CD Version \$15
	Maps	\$5 each
	Miscellaneous Documents	\$. 25 each page
	Subdivision Ordinance	\$7
	Water and Sewer Specifications	\$25
	Zoning Ordinance	\$15
	<i>SUBDIVISION ORDINANCE</i>	
§22-38	Penalty for Violation of Chapter	\$10-\$1,000 (each day constitutes a new violation)
§22-108	Minor Subdivision Plats or Plans (6/19)	\$150

Schedule of Fines & Fees – Page 5

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
	Final Plat, Record plat (10/03)	5 acres or less \$50 + \$10 per lot More than 5 acres \$100 + \$10 per lot
	Revisions, Subsequent Submissions	\$50
22-118	Vacation of Plat	\$150
	<i>ZONING ORDINANCE</i>	
	Architectural Compatibility Finding	None
§27-377	Amendment Ordinance Request (6/13) (6/19)	\$500
	Boat Dock Permit - For a 5-year permit (11/10)	\$25
§27-352	Certificate of Occupancy (12/06) (6/09)	\$40
	Re-inspection	\$25
	Weekend or Holiday Re-inspection	\$160 minimum
	Commercial Burning Permit (12/06)	\$25
§27-451	Conditional Use permit (10/03) (6/19)	\$750
	House Location/Boundary Survey	\$15
§11-43	Leased Parking Permits	See Parking Authority Fee Schedule
§11-43	Residential Parking Permits	
	First Permit per eligible Residence	No Charge
	Each additional permit	\$30/month
	Rezoning Application (10/03)	\$1,000 + \$100/acre
§27-237 & §27-248	Sign Permits (6/18)	\$1 per sq. ft of sign \$25 Minimum Charge
§27-266	Preliminary Plan, Major Site Plan, and Major Subdivision Submissions (Residential, Commercial & Industrial) (10/03)	\$250+\$20/1,000 sq.ft of site area
	Revision	\$50 per submission
	Single Family on existing lot	\$25
	Duplex on existing lot	\$50
§15-3	Parks & Recreation (05/03) (3/07) (6/09) (7/12) (6/15)	
	Pavilion Rental	\$50
	Major Events Fee for residents at either park	\$100
	Major Events Fee for non-residents at either park	\$300
§15-2	Variance Application (10/03) (6/09)	\$300

Schedule of Fines & Fees – Page 6

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
§27-353	Violations & Penalties:	
	Administration & Enforcement (§27-352, §27-353)	\$100
	District Regulations (§27-51, §27-62)	\$100
	Flood Hazard Areas (§27-93)	\$100
	Historic District (§27-127, §27-130, §27-132)	\$100
	Landscaping (§27-158, §27-159)	\$50
	Nonconforming Uses (§27-181, §27-185)	\$100
	Parking (§27-206, §27-209)	\$100
	Signs (§27-238, §27-241, §21-3)	\$50
	Site Plans (§27-262)	\$50
	Towing Inoperable Vehicles (§20-4) (03/04)	\$50 per vehicle
	Watershed Protection District (§27-428, §27-429)	\$100
	Zoning permit (6/13)	
	Residential	\$25
	Other	\$100
	Zoning Verification/Compliance Letter (6/13)	\$25

POLICE	(6/09)	
	Administrative:	
	Accident Reports	\$2
	Incident Reports	\$5
	Fingerprinting	\$5
	for town residents	\$5
	for out-of-town residents	\$15
	Parking: (6/13)	
	1 st Offense	\$10
	2 nd Offense	\$25
	3 rd and Subsequent Offenses	\$50
	Court Charges	\$61
	Late Fee after 30 days	\$10

OTHER / MISCELLANEOUS		
§16-30	Solicitors Permit Fee (2/04)	\$20
§21-47	Security Plan Fee (1/16)	\$100

TREASURER		
	Boating Permit—Two years (9/11)	\$20
	Boating Permit—Two consecutive days (9/11)	\$ 5

Schedule of Fines & Fees – Page 7

CODE SECTION	DESCRIPTION	FEE
TREASURER, CON'T.		
	Delinquent Collection Fee	\$25
	DMV Stops (9/17)	\$35
	Fishing Certificate—Two Years (9/11)	\$20
	Fishing Certificate—Two consecutive days (9/11)	\$ 5
	New Utility Service Application (6/09)	\$25
	Returned Check	\$35
	Unauthorized Use of Meter – Theft of Service	\$250 plus usage

Attest:

Town Clerk

**This schedule is not all inclusive. For further information, please contact the Planning & Community Development Department at 540-829-8260.*

Approved: March 9, 1999 – first reading
April 13, 1999 – second reading

Revisions:	July 13, 1999 and September 1999	October 2011
	July 2000	June 2012
	April 2001	July 2012
	April 2002 and May 2002	June 2013
	February 2003, July 2003 and October 2003	June 2014
	February 2004, March 2004, and May 2004	June 2015
	April 2005	January 2016
	July 2006, August 2006, and December 2006	June 2016
	March 2007, June 2007	June 2017
	May 2008	August 2017
	April 2009, June 2009	June 2018
	July 2010, November 2010	June 2019
	June 2011	<u>April 2020</u>

FY21 BUDGET[illegible]

TOWN OF CULPEPER
General Fund - Operating Fund Summary
FY21 BUDGET

									FY21	FY21	
FY18	FY19	FY19				FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED
434,337	495,082	392,034	8104	Tourism		519,854	566,554	566,554	631,364	302,950	318,650
217,769	300,179	235,502	8105	Economic Development		206,161	206,161	206,161	229,777	214,777	214,777
-	-	-	8199	Pandemic Expenses		-	-	-	-	-	1,629,302
1,723,249	1,726,615	1,726,615	9900	Debt Service		1,616,261	1,616,261	1,616,261	1,553,342	1,553,342	1,553,342
-	926,499	-	9950	Transfer to Capital		739,844	739,844	739,844	382,384	382,384	382,384
-	-	-	9990	Contingency		-	-	-	-	-	-
16,078,143	19,463,056	17,785,289		Total Expenditures / other uses		19,335,202	19,622,933	19,589,205	19,602,822	18,576,323	19,399,165

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19				FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
									REQUEST	ADOPTED	AMENDED
RESERVE BALANCES											
-	0	0		44960	Transfer from Reserves	176,000	377,004	348,180	244,175	689,286	780,432
-	710,259	0		45600	Reserves	0	73,950	73,950	0	0	0
-	0	0		45601	Cable - Prior Year Reserves	0	7,700	7,700	0	0	0
-	710,259	0			<i>Total Reserves</i>	176,000	458,654	429,830	244,175	689,286	780,432
GENERAL PROPERTY TAXES											
1,552,782	1,590,000	1,589,885		40010	Real Estate - Current	1,587,000	1,587,000	1,580,000	1,585,000	1,585,000	1,585,000
16,955	17,000	15,158		40020	Special Tax District - Southridge	17,000	17,000	18,000	18,000	18,000	18,000
4,397	4,000	3,873		40030	Special Tax District - Lafayette Ridge	4,000	4,000	5,000	5,000	5,000	5,000
3,298	3,000	2,857		40040	Special Tax District - Willow Shade	3,000	3,000	3,000	3,000	3,000	3,000
27,656	20,000	20,809		40090	Real Estate - Delinquent	10,000	10,000	11,298	10,000	10,000	10,000
40,668	40,000	38,465		40120	Public Service - Real Estate	38,000	38,000	38,000	38,000	38,000	38,000
1,103	1,000	870		40130	Public Service - Personal Property	1,000	1,000	800	800	800	800
1,527,722	1,300,000	1,624,103		40240	Personal Property - Current	1,325,000	1,325,000	1,660,000	1,400,000	1,375,000	1,205,000
269,056	85,000	235,828		40290	Personal Property - Delinquent	150,000	150,000	150,000	100,000	75,000	75,000
150	150	503		40250	Mobile Homes	150	150	150	150	150	150
172,725	250,000	223,343		40260	Machinery & Tools	239,000	239,000	239,000	230,000	230,000	230,000
-	0	125		40295	PPT TACS Collection fee	0	0	0	0	0	0
46,875	30,000	50,538		40298	Penalties - All Taxes	30,000	30,000	30,000	30,000	30,000	30,000
32,532	30,000	40,528		40299	Interest - All Taxes	30,000	30,000	30,000	30,000	30,000	30,000
3,695,918	3,370,150	3,846,885			<i>Sub-total-General Property Taxes</i>	3,434,150	3,434,150	3,765,248	3,449,950	3,399,950	3,229,950
LOCAL TAXES											
1,682,396	1,600,000	1,587,561		41110	Local Sales and Use Tax	1,600,000	1,600,000	1,600,000	1,600,000	1,360,000	1,224,000
46,149	40,000	45,925		40520	BPOL - Contracting	45,000	45,000	45,000	45,000	45,000	45,000
240	0	(20)		40521	BPOL - Peddler/Solicitor	0	0	0	0	0	0
12,266	15,000	12,212		40522	BPOL - Miscellaneous / Other	4,470	4,470	4,470	4,500	7,500	7,500
1,200	0	2,000		40523	BPOL - Itinerant/Merchant	0	0	0	0	0	0
244,004	190,000	177,252		40524	BPOL - Professional	205,000	205,000	205,000	205,000	180,000	180,000
2,400	0	3,600		40525	BPOL - Street Vendor	1,000	1,000	2,000	2,000	2,000	2,000
174,413	130,000	120,656		40526	BPOL - Repair & Personal Bus	140,000	140,000	140,000	140,000	100,000	100,000
512,509	485,000	528,216		40528	BPOL - Retail	510,000	510,000	510,000	510,000	480,000	260,000
20,953	20,000	22,742		40530	BPOL - Utilities	20,000	20,000	20,000	20,000	20,000	20,000
43,764	42,000	46,206		40532	BPOL - Wholesale	42,000	42,000	42,000	42,000	45,000	45,000
9,822	0	8,085		40599	BPOL - Penalties	0	0	1,693	0	0	0
1	0	0		40598	BPOL - Interest	0	0	0	0	0	0
48,154	46,500	43,569		41141	Admissions Tax	50,000	50,000	50,000	45,000	35,000	14,000
431,595	375,000	483,997		41145	Bank Stock Tax	400,000	400,000	400,000	450,000	475,000	475,000
165,818	225,000	247,326		41550	Cigarette Tax	250,000	250,000	250,000	230,000	250,000	225,000
62,127	60,000	65,117		41553	Consumption Tax	60,000	60,000	60,000	55,000	60,000	60,000
206	0	134		41198	Penalties - Local Tax	0	0	61	0	0	0
13,337	0	16,481		41199	Interest - Local Tax	0	0	7,811	0	0	0

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19				FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
									REQUEST	ADOPTED	AMENDED
112,655	110,000	105,589		46158	Telecommunications Sales & Use Tax	100,000	100,000	95,000	90,000	90,000	90,000
498,669	470,000	448,369		41160	Hotel & Motel Room Tax	460,000	460,000	460,000	450,000	330,000	231,000
4,257,578	4,200,000	4,332,531		41165	Meals Tax	4,350,000	4,350,000	4,350,000	4,400,000	3,570,000	3,391,500
8,340,255	8,008,500	8,297,547			<i>Sub-total-Local Taxes</i>	8,237,470	8,237,470	8,243,034	8,288,500	7,049,500	6,370,000
					PERMITS, FEES, LICENSES						
-	0	0		41200	Land Use Application Fee	0	0	0	0	0	0
34,860	36,000	35,775		41201	Application Fee	36,000	36,000	36,000	35,000	35,000	35,000
11,087	20,000	1,530		41202	Administration Fees	10,000	10,000	5,000	1,500	0	0
7,510	13,000	13,532		41208	Boating Permits	5,000	5,000	6,000	10,000	10,000	10,000
46,300	45,000	54,200		41213	Burial Permits	45,000	45,000	45,000	45,000	50,000	50,000
2,900	3,000	3,100		41216	Cemetery Stone Permits	3,000	3,000	3,000	3,000	3,000	3,000
44,994	35,000	68,495		41220	Collection Fees	50,000	50,000	65,000	65,000	66,500	66,500
9,295	20,000	16,930		41230	Fishing Permits	4,000	4,000	6,000	10,000	10,000	10,000
11,100	12,000	4,783		41271	Pavilion Reservation Fees	12,000	12,000	12,000	7,500	7,500	3,750
927	4,500	2,257		41273	Property Violations	4,000	4,000	5,005	4,000	5,000	5,000
-	1,500	0		41274	Maintenance Code Violations	1,000	1,000	1,000	1,000	1,000	1,000
25	0	0		41275	Boat Dock Permits	0	0	0	0	0	0
1,191	1,500	767		41280	Sign Permits	1,000	1,000	1,512	1,000	1,000	1,000
112,905	87,000	87,701		46288	Telecommunications Agreement	100,000	100,000	80,000	85,000	85,000	85,000
109,126	80,000	101,241		41289	Right-of-Way Use Fee	80,000	80,000	80,000	80,000	100,000	100,000
2,350	1,000	3,050		41290	Excavation Permits	1,000	1,000	4,700	2,000	2,000	2,000
26,740	20,000	30,546		41297	Zoning Fees	30,000	30,000	30,000	30,000	30,000	30,000
421,311	379,500	423,907			<i>Sub-total-Permits, Fees, Licenses</i>	382,000	382,000	380,217	380,000	406,000	402,250
					FINES AND FORFEITURES						
356	500	1,044		41300	FOIA Request Fees	500	500	500	500	500	500
94,528	100,000	98,207		44310	Court Fines	100,000	100,000	95,000	95,000	95,000	66,500
2,492	10,000	2,734		44320	Drug Enforcement Program - State	10,000	10,000	10,000	10,000	10,000	10,000
500	0	0		44321	Drug Enforcement Program - Federal	0	0	0	0	0	0
-	70,000	13,475		44325	E-Ticketing	15,000	15,000	15,000	15,000	15,000	15,000
15,564	14,000	30,554		47340	Parking fines	15,000	15,000	25,000	25,000	30,000	15,000
113,441	194,500	146,013			<i>Sub-total-Fines</i>	140,500	140,500	145,500	145,500	150,500	107,000
					REVENUE FROM USE OF MONEY						
136,927	100,000	201,278		42360	Interest Income	225,000	225,000	115,000	100,000	60,000	60,000
(17,470)	0	78,302		42362	Interest on Investments	0	0	110,000	125,000	80,000	80,000
(13)	0	(128)		41366	Convenience Fee	0	0	0	0	0	0
228,296	220,000	234,398		45380	Rental Income - Property	250,000	250,000	250,000	220,100	220,100	220,100
347,741	320,000	513,850			<i>Sub-total-Use of Money</i>	475,000	475,000	475,000	445,100	360,100	360,100
					CHARGES FOR SERVICES						
18,100	18,000	17,600		44410	School Crosswalk Traffic Control	18,000	18,000	18,000	18,000	18,000	13,500

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
50	100	0		44465	Sale of Maps, Plats, Publications, etc.	100	100	100	100	100	100
-	100	90		46467	Cable - Tape Sales	0	0	0	0	0	0
7,867	6,000	8,428		46468	Cable - PEG fees	7,500	7,500	7,500	7,000	7,000	7,000
147,214	140,000	140,913		44480	Sanitation Equip Replacement Fee	145,000	145,000	145,000	145,000	145,000	145,000
52,119	36,500	15,068		44485	Trash Disposal Fees	40,000	40,000	40,000	40,000	40,000	40,000
225,350	200,700	182,099			<i>Sub-total-Charge for Services</i>	210,600	210,600	210,600	210,100	210,100	205,600
					MISCELLANEOUS						
-	0	0		42504	Contributions	0	0	0	0	0	0
10,145	260,100	266,223		42505	Donations - Parks & Recreation	5,000	5,000	5,000	2,500	2,500	2,500
-	0	0		42506	Donations - Dog Park	0	0	0	0	0	0
17	0	82		42507	Donations	0	0	73	0	0	0
-	0	22,565		42508	Donations - Police Department	0	565	0	0	0	0
8,298	10,000	186,299		45525	Insurance Claims/Recovery	10,000	10,000	34,738	10,000	10,000	10,000
27,956	20,000	5,117		45550	Miscellaneous	15,000	15,000	15,000	15,000	15,000	15,000
-	0	0		45551	Misc. - Conversion Carryover	0	0	0	0	0	0
-	900	0		45595	Bike Share Rental	900	900	900	0	0	0
4,320	2,000	4,550		46552	Cable - Sponsorships	0	0	2,160	2,000	2,000	2,000
29,317	42,000	35,641		44560	Parking Authority Maintenance	42,000	42,000	35,000	40,000	40,000	40,000
-	0	0		44565	PW - Used Motor Oil Proceeds	0	0	0	0	0	0
-	1,500	6,410		44580	Sale of Salvage & Surplus Materials	1,500	1,500	1,500	1,500	1,500	1,500
33,662	15,000	12,509		44585	Sale of Surplus Equipment	15,000	15,000	15,000	15,000	15,000	15,000
1	0	0		44586	Sale of Capital Assets	0	0	0	0	0	0
(99)	0	(4)		42590	Short & Overages	0	0	2	0	0	0
3,840	3,500	5,160		44595	Sale of Trash Containers	3,500	3,500	3,500	3,500	3,500	3,500
4,675	9,400	1,810		45596	Trolley Tour Fees	5,000	5,000	5,000	5,000	5,000	5,000
55,000	0	40,000		45565	Wayland Manor Road Improv Fee	0	0	0	0	0	0
-	0	0		45587	Security Deposits From Tenants	0	0	0	0	0	0
-	0	0		42597	Vending / Payphone Revenue	0	0	0	0	0	0
177,131	364,400	586,362			<i>Sub-total-Miscellaneous</i>	97,900	98,465	117,873	94,500	94,500	94,500
					RECOVERED COSTS						
50,000	51,000	51,000		44610	Motor Pool - Electric	51,000	51,000	51,000	51,000	51,000	51,000
10,000	10,000	10,000		44614	Motor Pool - Water	10,000	10,000	10,000	10,000	10,000	10,000
37,500	29,000	29,000		44618	Motor Pool - Wastewater	31,000	31,000	31,000	31,000	31,000	31,000
6,430	7,500	7,500		44620	Mowing, mulching, trimming - Electric	7,500	7,500	7,500	7,500	7,500	7,500
6,089	6,000	6,000		44624	Mowing, mulching, trimming - Water	6,000	6,000	6,000	6,000	6,000	6,000
15,097	15,000	15,000		44628	Mowing, mulching, trimming - Wastewater	15,000	15,000	15,000	15,000	15,000	15,000
108,867	112,175	112,766		46666	Cable - Contributions - County	117,378	117,378	117,378	129,084	129,084	129,084
836,302	894,016	894,016		44680	Utility Services - Electric	968,780	968,780	968,780	1,030,778	1,006,713	1,006,713

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
733,006	798,818	798,818		44684	Utility Services - Water		841,898	841,898	841,898	901,695	880,324	880,324
608,862	674,559	674,559		44688	Utility Services - Wastewater		706,341	706,341	706,341	765,663	745,868	745,868
2,412,153	2,598,068	2,598,659			<i>Sub-total-Recovered Costs</i>		2,754,897	2,754,897	2,754,897	2,947,720	2,882,489	2,882,489
					NON-CATEGORICAL AID							
6,775	7,000	6,688		42137	Railroad Rolling Stock Tax		7,000	7,000	7,000	5,500	5,500	5,500
6,775	7,000	6,688			<i>Sub-total-Non-Categorical Aid</i>		7,000	7,000	7,000	5,500	5,500	5,500
					CATEGORICAL AID							
54,757	55,000	56,693		42055	Fire Services Allocation		58,500	58,500	59,655	60,850	60,850	60,850
10,000	65,000	60,000		42058	Tourism Grant		55,000	56,500	54,740	60,000	0	0
4,271	5,000	5,117		42060	Litter Control Grant		5,500	5,500	4,052	4,200	4,200	4,200
14,000	0	643		42062	Misc. Grants		0	0	10	0	0	0
				42065	CARES Act Funding							1,629,302
-	5,000	4,500		42165	Parks & Recreation - VA Comm of the Arts		0	0	4,500	0	4,500	4,500
22,401	0	0		42059	Federal-Emergency-Disaster Relief		0	0	0	0	0	0
272,076	271,495	282,140		42175	Police Law Enforcement Assistance		282,140	282,140	282,140	282,000	282,000	293,144
23,940	15,000	71,542		42176	Police Grants - Traffic Enforcement, etc.		15,000	18,012	15,000	15,000	15,000	15,000
14,357	15,000	19,993		41785	Rental Tax		15,000	15,000	15,000	15,000	15,000	7,500
1,954,137	2,050,000	2,031,850		42190	Street and Highway Maintenance		2,100,000	2,100,000	2,030,000	2,050,000	2,050,000	2,050,000
224,104	224,104	224,104		42195	State PPTRA Reimbursement		224,000	224,000	224,000	224,000	224,000	224,000
2,594,043	2,705,599	2,756,582			<i>Sub-total-Categorical Aid</i>		2,755,140	2,759,652	2,689,097	2,711,050	2,655,550	4,288,496
					FUND TRANSFERS							
367,860	368,700	364,700		44961	Transfer from Electric Fund - PILOT		393,772	393,772	393,772	409,710	405,075	405,075
105,495	103,215	107,055		44962	Transfer from Water Fund - PILOT		120,863	120,863	120,863	113,453	111,743	111,743
134,610	132,465	139,680		44963	Transfer from Wastewater Fund - PILOT		149,910	149,910	149,910	157,564	156,030	156,030
607,965	604,380	611,435			<i>Sub-total Fund Transfers</i>		664,545	664,545	664,545	680,726	672,848	672,848
18,942,082	19,463,056	19,970,027			TOTAL REVENUES / OTHER SOURCES		19,335,202	19,622,933	19,882,840	19,602,822	18,576,323	19,399,165

The Town Council, as the governing body for the Town of Culpeper, sets policies and establishes ordinances for the general safety, health and welfare of its citizens. Through its collective judgement, it provides a budget ensuring current and future services are provided in a sound and financially responsible manner.

Fiscal Year	Budget
FY15	\$177,000
FY16	\$177,000
FY17	\$170,000
FY18	\$191,000
FY19	\$197,000
FY20	\$196,000
FY21	\$169,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	9.0	9.0	9.0	9.0	9.0	9.0
Expenditures						
Personnel	161,867	156,422	149,141	134,783	132,975	132,975
Operating	35,448	39,600	37,700	39,000	36,200	36,200
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	197,315	196,022	186,841	173,783	169,175	169,175

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

SOCIAL SECURITY TAX	5.00
HEALTH INSURANCE	(459.00)
LODGING	(1,500.00)
MISCELLANEOUS	(500.00)
RECORDS MANAGEMENT	(500.00)
TRAVEL	(300.00)
TOWN COUNCIL Total	(3,254.00)

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

To seek, promote and support a high quality of life for the citizens through the development and contribution of all employees to the maximum of their potential. Under the direction and leadership of the Town Manager, the Town employees will provide quality and innovative service which results in the highest achievable levels of customer satisfaction and recognition of excellence.



TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Dept 1201 TOWN MANAGER						
					PERSONNEL - WAGES & BENEFITS						
72,705	74,986	76,585		50010	Salaries	79,499	79,499	79,499	79,499	79,499	79,499
					<i>Town Manager salary split 50% GF and 50% EF</i>						
-	0	0		50020	Salaries - Overtime	0	0	0	0	0	0
-	0	0		50030	Salaries - Part-Time	0	0	0	0	0	0
3,933	3,979	4,166		50110	Social Security Tax	4,120	4,120	4,120	4,268	4,456	4,456
1,098	1,235	1,196		50120	Medicare Tax	1,303	1,303	1,303	1,303	1,413	1,413
9,356	9,492	9,549		50130	Health Insurance	9,492	9,492	9,492	10,441	10,110	10,110
8,357	8,086	8,234		50140	VRS Retirement	8,542	8,542	8,542	9,388	9,854	9,854
1,028	1,048	1,067		50145	VRS Group Life Insurance	1,106	1,106	1,106	1,106	1,181	1,181
-	0	0		50150	VRS Disability Insurance	0	0	0	0	0	0
53	66	43		50160	Worker's Comp. Insurance	71	71	71	55	55	55
-	0	0		50166	Auto Allowance	0	0	0	0	7,800	7,800
9,583	10,000	10,000		50167	Deferred Compensation	10,000	10,000	10,000	10,000	10,000	10,000
					SERVICES - PURCHASED, SHARED, INTERNAL						
-	300	0		53250	Maintenance Service Contract	0	0	0	0	0	0
81	200	0		52400	Printing and Binding	200	200	200	200	100	100
275	300	0		52410	Advertising	300	300	300	0	0	0
					OTHER CHARGES						
40	500	4		52710	Postal Services	500	500	500	500	0	0
-	0	0		52720	Telecommunications	0	0	0	0	0	0
644	600	198		52725	Lease - Postage Meter System	600	600	0	0	0	0
2,777	2,000	2,344		51920	Education & Training	2,000	2,000	2,500	2,500	2,500	500
686	2,500	1,956		52010	Lodging	2,500	2,500	2,000	2,000	1,500	0
324	1,000	607		52015	Meals	1,000	1,000	1,000	1,000	400	0
485	2,000	1,189		52018	Travel	2,000	2,000	1,500	1,500	300	0
					MISCELLANEOUS						
1,529	2,000	1,840		52210	Dues & Assoc. Memberships	2,000	2,000	2,500	2,500	2,500	2,500
1,000	1,000	0		56299	Miscellaneous	1,000	1,000	1,000	1,000	0	0
					MATERIALS AND SUPPLIES						
721	1,000	368		52510	Office Supplies	1,000	1,000	1,000	500	500	500
762	800	838		53550	Vehicle Fuels	800	800	800	800	0	0
2	100	0		53560	Vehicle & Equipment Supplies	100	100	100	100	0	0
171	400	383		52580	Books, Subscriptions & Education	400	400	400	100	0	0
					CAPITAL OUTLAYS						
					Furniture & Fixtures						
					Computer Equipment						
				77900	Leased Equipment			0	0	0	0
115,610	123,592	120,565			TOWN MANAGER TOTAL	128,533	128,533	127,933	128,760	132,168	127,968

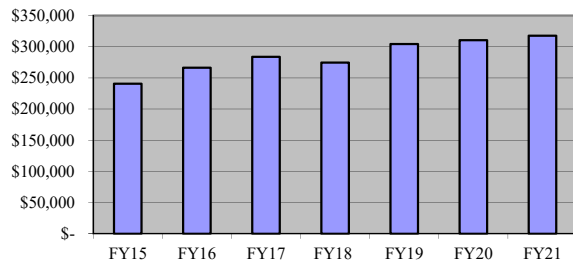
TOWN CLERK (1202)

Mission:

The Mission of the Town Clerk's Office is to record and archive official records of the Mayor, Town Council, and Town Manager. The Clerk's Office serves as the information center on functions of various tax programs and the Fairview Cemetery. We are dedicated to providing the highest degree of customer service to the Town Council and citizens by ensuring the daily operations of Town government meet or exceed all requirements of the Town Code and applicable state statutes.

Budget and Staff Resources:

**Budget History
Town Clerk**



Budget & Staffing Summary

Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	2.0	2.5	3.0	3.0	3.0	3.0
Expenditures						
Personnel	278,654	286,834	286,834	295,898	292,995	292,995
Operating	25,925	23,650	21,950	29,350	24,850	24,850
Capital Outlay	-	-	-	-	-	-
Total Expenditures	304,579	310,484	308,784	325,248	317,845	317,845

Total budget increase \$ 7,361

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

SALARIES-REGULAR	-\$6,138
SOCIAL SECURITY TAX	-\$365
MEDICARE TAX	-\$87
HEALTH INSURANCE	-\$789
VRS DISABILITY INSURANCE	-\$19
VRS GROUP LIFE INSURANCE	\$11
VRS RETIREMENT	-\$311
EDUCATION & TRAINING	-\$2,000
LODGING	-\$500
RECORDS MANAGEMENT	-\$1,500
TRAVEL	-\$500
TOWN CLERK Total	-\$12,198

[See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.](#)

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
				Dept 1202 TOWN CLERK								
				PERSONNEL - WAGES & BENEFITS								
190,147	198,602	201,097		50010	Salaries		208,926	208,926	208,926	210,407	210,407	212,507
-	0	30		50020	Salaries - Overtime		0	0	0	0	0	0
11,260	11,723	11,500		50110	Social Security Tax		11,991	11,991	11,991	12,137	12,202	12,332
2,633	2,744	2,689		50120	Medicare Tax		2,805	2,805	2,805	2,840	2,854	2,885
31,094	39,403	39,788		50130	Health Insurance		38,497	38,497	38,497	43,654	40,484	40,484
20,031	19,826	20,300		50140	VRS Retirement		21,126	21,126	21,126	23,381	23,506	23,740
2,437	2,569	2,633		50145	VRS Group Life Insurance		2,739	2,739	2,739	2,758	2,821	2,849
-	538	500		50150	VRS Disability Insurance		564	564	564	573	573	585
145	174	116		50160	Worker's Comp. Insurance		186	186	186	148	148	148
				SERVICES - PURCHASED, SHARED, INTERNAL								
1,078	2,000	1,460		51315	Contractual Services		2,000	2,000	2,000	2,000	2,000	2,000
6,181	4,000	3,065		52400	Printing and Binding		4,000	4,000	4,000	4,000	4,000	3,000
-	500	273		52410	Advertising		500	500	500	500	500	500
				OTHER CHARGES								
1,606	1,000	1,144		52710	Postal Services		1,000	1,000	1,000	1,000	1,000	1,000
-	0	0		52720	Telecommunications		0	0	0	0	0	0
644	1,000	198		52725	Postage Meter		1,000	1,000	0	0	0	0
2,959	2,000	1,880		51920	Education & Training		4,000	4,000	4,000	4,000	2,000	1,500
460	1,000	230		52010	Lodging		1,000	1,000	1,000	1,500	1,000	800
272	500	152		52015	Meals		500	500	500	500	500	300
221	500	373		52018	Travel		500	500	1,000	1,000	500	300
				MISCELLANEOUS								
719	700	1,039		52210	Dues & Assoc. Memberships		700	700	1,000	1,000	1,000	1,000
					Miscellaneous							
				MATERIALS AND SUPPLIES								
792	1,000	1,674		52510	Office Supplies		1,000	1,000	1,000	1,000	1,000	1,000
1,135	2,000	1,596		52525	Records Management		2,000	2,000	2,000	2,000	500	500
88	150	18		53550	Vehicle Fuels		100	100	100	100	100	100
368	150	102		53560	Vehicle & Equipment Supplies		150	150	150	150	150	150
150	500	0		52580	Books, Subscriptions & Education		200	200	200	100	100	100
-	12,000	12,722		51595	Cigarette Tax Expenses		5,000	5,000	3,500	10,500	10,500	10,500
				CAPITAL OUTLAYS								
					Furniture & Fixtures							
					Computer Equipment							
					Computer Software							
				77900	Leased Equipment				0	0	0	0
274,420	304,579	304,579		TOWN CLERK TOTAL			310,484	310,484	308,784	325,248	317,845	318,280

QUESTION

To provide quality services and excellent support to assist the Town Government in achieving its strategic goals; recruit, select, and retain quality employees; and administer a comprehensive Human Resources program consistent with Federal, State, and local statutes, meeting the needs of the employer, current/potential employees, and the citizens of the Town of Culpeper.

Budget History Human Resources

Fiscal Year	Budget
FY15	\$250,000
FY16	\$275,000
FY17	\$280,000
FY18	\$290,000
FY19	\$295,000
FY20	\$300,000
FY21	\$300,000

Total budget increase	\$	(1,736)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

← ROW NUMBER (120!) →

The mission of the Office of the Town Attorney is to protect the legal interests of the Town of Culpeper, Town Council, and staff to the fullest extent afforded by law in an effective and efficient manner.

Budget History Town Attorney

Fiscal Year	Budget Amount
FY15	\$107,000
FY16	\$110,000
FY17	\$97,000
FY18	\$71,000
FY19	\$70,000
FY20	\$114,000
FY21	\$100,000

Total budget increase	\$	(13,500)
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No changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

← **ANYONE HERE? (1200)** →

The Finance/Treasurer's Department is committed to achieving a high standard of service while managing the Town's finances in accordance with established accounting standards and Town policies. Responsibilities include the administration of Town revenues and expenses in an efficient and equitable manner, accurate financial reporting, and promoting integrity and confidence in all interactions with the public.

Budget History Annual Audit

Fiscal Year	Budget Amount
FY15	\$78,000
FY16	\$52,000
FY17	\$58,000
FY18	\$58,000
FY19	\$68,000
FY20	\$68,000
FY21	\$70,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	67,000	67,500	67,000	80,500	70,500	70,500
Capital Outlay	-	-	-	-	-	-
Total Expenditures:	67,000	67,500	67,000	80,500	70,500	70,500

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

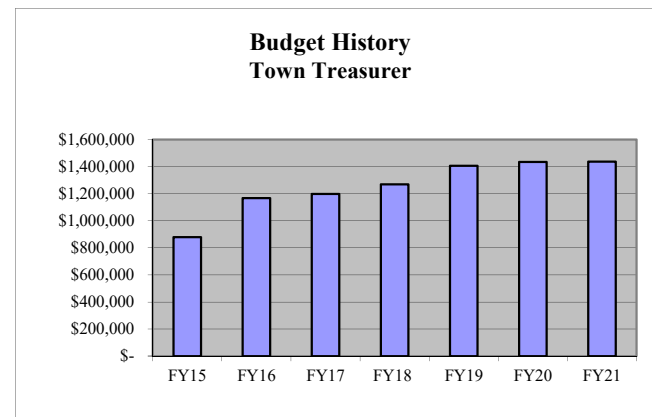
FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
56,050	57,250	59,500		51312	Audit & Accounting Services		65,000	65,000	65,000	67,500	57,500	57,500
1,176	9,750	7,500		51315	Contractual Services		2,500	2,500	2,000	13,000	13,000	13,000
					<i>Every other year requirement for detailed OPEB valuation</i>	8,000						
					<i>Potential contractor or additional charge by auditors for GASB 87 lease accounting assistance</i>	5,000						
57,226	67,000	67,000			ANNUAL AUDIT TOTAL		67,500	67,500	67,000	80,500	70,500	70,500

TOWN TREASURER (1213)

Mission:

The Finance/Treasurer's Department is committed to achieving a high standard of service while managing the Town's finances in accordance with established accounting standards and Town policies. Responsibilities include the administration of Town revenues and expenses in an efficient and equitable manner, accurate financial reporting, and promoting integrity and confidence in all interactions with the public.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 Actual	FY20 Adopted	FY20 Projected	FY21 Dept Request	FY21 Mgr Proposed	FY21 Adopted
Authorized Persons	16.0	16.0	15.7	15.7	15.7	15.7
Expenditures						
Personnel	1,222,934	1,331,823	1,238,765	1,252,684	1,236,680	1,236,680
Operating	182,436	189,000	210,430	200,275	189,975	189,975
Capital Outlay	651	4,000	4,000	9,900	9,900	9,900
Total Expenditures	1,406,021	1,524,823	1,453,195	1,462,859	1,436,555	1,436,555

Total budget increase

\$ (88,268)

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$27,148
SALARIES-PART-TIME	-\$919
SALARIES-OVERTIME	-\$3,000
SOCIAL SECURITY TAX	-\$1,677
MEDICARE TAX	-\$390
HEALTH INSURANCE	-\$3,494
VRS DISABILITY INSURANCE	-\$58
VRS GROUP LIFE INSURANCE	-\$101
VRS RETIREMENT	-\$2,508
EDUCATION & TRAINING	-\$5,800
LODGING	-\$1,000
MEALS	-\$500
OPERATING SUPPLIES	-\$500
PRINTING AND BINDING	-\$1,500
TRAVEL	-\$1,000
TOWN TREASURER Total	-\$49,595

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					5 VGFOA training classes	1,000					
3,785	2,000	3,361		52010	Lodging	2,500	2,500	2,500	2,500	1,500	1,500
1,257	1,500	866		52015	Meals	1,500	1,500	1,500	1,500	1,000	1,000
2,923	2,000	3,565		52018	Travel	2,500	2,500	2,500	2,500	1,500	1,500
					MISCELLANEOUS						
960	3,000	1,872		52210	Dues & Assoc. Memberships	3,000	3,000	2,500	2,500	2,500	2,500
					GFOA, VGFOA, TAV, Virginia CPA, SHRM (payroll), APA	2,500					
388	23,800	19,549		52220	Bank Fees	20,500	23,500	28,000	38,700	38,700	35,000
					Wells Fargo monthly transaction fees	20,400					
					Atlantic Union Bank monthly transaction fees	3,600					
					Electronic Payment Fees - Primarily for NSF transactions	6,000					
					BBT AR Box monthly fees	1,200					
					Electronic Payment Echeck fees	7,500					
265	250	10		56299	Bad Debt Expense						
					Miscellaneous	0	0	30	250	250	250
					MATERIALS AND SUPPLIES						
5,257	6,000	5,319		52510	Office Supplies	6,000	6,000	6,000	6,000	6,000	6,000
6,179	250	255		52580	Books, Subscriptions & Education	250	250	300	300	300	300
1,079	1,500	1,477		52660	Operating Supplies	1,500	1,500	1,500	1,500	1,000	1,000
					CAPITAL OUTLAYS						
470	1,000	651		77300	Furniture & Fixtures	1,000	1,000	1,000	1,000	1,000	1,000
-	2,000	0		77600	Computer Equipment	3,000	3,000	3,000	2,000	2,000	2,000
					Replacement RDC Check Scanner for bank deposits and backup Munis receipt printer	2,000					
				77900	Leased Equipment	0		0	6,900	6,900	6,900
					Pitney Bowes Inserter Machine	4,500					
					Pitney Bowes Mail Machine	2,400					
1,268,840	1,447,509	1,406,021			TOWN TREASURER TOTAL	1,524,823	1,435,145	1,453,195	1,462,859	1,436,555	1,344,265

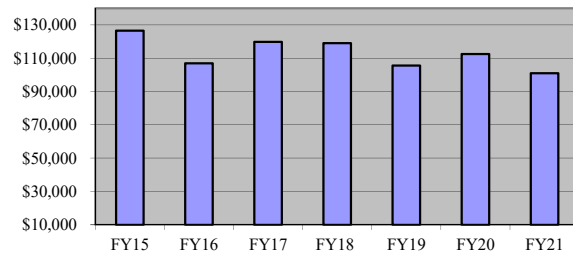
RISK MANAGEMENT (1219)

Mission:

To coordinate all risk management services for the Town, including managing the Town's liability, property, and automotive insurances, workers' compensation, and employee safety programs.

Budget and Staff Resources:

**Budget History
Risk Management**



Budget & Staffing Summary

Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	105,567	112,552	92,319	101,075	101,075	101,075
Capital Outlay	-	-	-	-	-	-
Total Expenditures	105,567	112,552	92,319	101,075	101,075	101,075

Total budget increase \$ (11,477)

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No Changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

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To provide innovative, contemporary and accessible technology in computing, media and telephone services to enable Town staff to effectively meet their goals. To accomplish this mission, Information Technology works collaboratively with Town Departments to provide technological leadership and support in a timely, cost efficient manner.

Fiscal Year	Budget Amount
FY15	\$1,050,000
FY16	\$1,100,000
FY17	\$1,200,000
FY18	\$1,180,000
FY19	\$1,380,000
FY20	\$1,480,000
FY21	\$1,700,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	6.0	6.0	7.7	7.7	7.7	7.7
Expenditures						
Personnel	668,458	663,004	774,578	838,016	799,897	799,897
Operating	618,100	625,518	651,776	802,982	778,982	778,982
Capital Outlay	<u>68,899</u>	<u>66,000</u>	<u>87,000</u>	<u>134,210</u>	<u>134,210</u>	<u>134,210</u>
Total Expenditures	1,355,457	1,354,522	1,513,354	1,775,208	1,713,089	1,713,089

Total budget increase	\$	358,567
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$30,299
SALARIES-PART-TIME	-\$1,010
SOCIAL SECURITY TAX	-\$1,871
MEDICARE TAX	-\$439
HEALTH INSURANCE	-\$11,806
VRS DISABILITY INSURANCE	-\$31
VRS GROUP LIFE INSURANCE	-\$902
VRS RETIREMENT	-\$8,656
EDUCATION & TRAINING	-\$14,000
INFORMATION TECHNOLOGY Total	-\$69,014

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					TPD - Department Copiers	14,000						
					Tourism copier	4,200						
					Manager copier	1,000						
					Treasurer copier	4,200						
					SFTP Software	1,000						
					NEW Remote access software	1,200						
					NEW Cloud DR	35,000						
					Network Monitoring Software	3,500						
					HR Copier	1,000						
					PW Copier	2,500						
					IT Monitoring	600						
					IT Copier	768						
					TPD - Finger Print Machine	5,300						
					TPD - VCIN	160						
					TPD - Policy Management	3,829						
					TPD - RMS/CAD	32,188						
					TPD - Parking Software Solution	6,000						
					Security System	2,500						
					Radio to Tourism	1,900						
					TPD - Forensic Software	16,725						
					ERP Solution	95,046						
					Storage Repository	3,890						
					HR - Time Keeping Software	10,100						
					Certificates	1,645						
					Email Security	2,565						
					Website Hosting	6,020						
					Website Monitoring	5,000						
					Service Desk and Patch Deployment	3,000						
					NEW Social Media Archiving	5,000						
					Backup	3,900						
					NEW TPD - Security	1,620						
					NEW Password Sec	200						
					NEW Tax historical data	6,690						
					NEW Managed Security	31,920						
					NEWTOC Domain name	450						
					BoardDocs	10,100						
					Printing and Binding							
					Advertising-Ads							
					OTHER CHARGES							
22	0	0		52710	Postal Services		0	0	5	10	10	10
219,826	221,290	237,276		52720	Telecommunications		206,614	206,614	206,614	285,626	285,626	285,626
					Long Distance	540						
					AT&T Firstnet	75,600						
					Comcast TPD	9,000						
					Comcast TH	3,600						

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Verizon Land Line	5,618						
					Verizon Wireless	36,000						
					Sprint	1,800						
					Fiber, Internet & VOIP	153,000						
					Commonwealth of VA	468						
3,535	7,500	5,769		51920	Education And Training		12,500	12,500	9,000	16,500	2,500	2,500
					Conferences	2,500						
					Onsite Training	-						
6,358	5,000	4,115		52010	Lodging		5,000	5,000	4,500	3,000	3,000	3,000
599	1,500	1,671		52015	Meals		1,500	1,500	1,500	1,500	1,500	1,500
932	1,700	791		52018	Travel		1,700	1,700	1,700	1,700	1,700	1,700
					MISCELLANEOUS ITEMS							
2,046	600	710		52210	Dues & Assoc. Memberships		600	600	600	700	700	700
240	0	0		56299	Miscellaneous		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
1,263	1,000	1,439		52510	Office Supplies		1,000	1,000	1,000	1,000	1,000	1,000
419	150	150		53550	Vehicle Fuels		450	450	450	300	300	300
26	100	220		53560	Vehicle & Equipment Supplies		30	30	30	100	100	100
					Books, Subscriptions & Education							
15,045	11,000	13,221		52660	Operating Supplies		13,000	13,000	13,000	13,000	13,000	13,000
-	0	0		53670	Small Tools		0	0	0	0	0	0
					CAPITAL OUTLAYS							
6,962	2,000	1,723		77200	Machinery & Equipment		2,000	2,000	2,000	0	0	0
					Furniture & Fixtures							
43,792	71,167	48,745		77600	Computer Equipment		64,000	64,000	80,000	128,500	128,500	128,500
					Workstation Lease	45,000						
					TPD - Docking Stations	2,000						
					Copier for WPCF	1,500						
					Server switch upgrade	80,000						
9,007	0	18,431		77650	Computer Software		0	0	5,000	5,710	5,710	5,710
					Diagram software	5,710						
				77900	Leased Equipment				0	0	0	0
1,174,216	1,357,623	1,355,457			INFORMATION TECH ADMIN TOTAL		1,354,522	1,459,300	1,513,354	1,775,208	1,713,089	1,605,562

The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.

Fiscal Year	Budget
FY15	\$220,000
FY16	\$235,000
FY17	\$235,000
FY18	\$245,000
FY19	\$250,000
FY20	\$260,000
FY21	\$260,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	3.0	3.0	3.0	3.0	3.0	3.0
Expenditures						
Personnel	238,521	246,871	246,971	251,275	248,501	248,501
Operating	14,774	15,900	15,750	14,200	14,200	14,200
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	253,296	262,771	262,721	265,475	262,701	262,701

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

SALARIES-REGULAR	-\$5,034
SOCIAL SECURITY TAX	-\$298
MEDICARE TAX	-\$70
HEALTH INSURANCE	-\$746
VRS DISABILITY INSURANCE	-\$10
VRS GROUP LIFE INSURANCE	-\$14
VRS RETIREMENT	-\$454
MOTOR POOL Total	-\$6,626

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Dept 1221 MOTOR POOL						
					PERSONNEL - WAGES & BENEFITS						
161,212	165,756	167,120		50010	Salaries	172,878	172,878	172,878	172,475	172,475	178,775
-	0	65		50020	Salaries - Overtime	0	0	100	0	0	0
					Salaries - Part-Time						
9,326	9,576	9,667		50110	Social Security Tax	10,017	10,017	10,017	9,963	10,017	10,408
2,181	2,241	2,261		50120	Medicare Tax	2,344	2,344	2,344	2,331	2,344	2,435
37,337	37,507	37,327		50130	Health Insurance	37,507	37,507	37,507	41,256	38,259	38,259
17,185	16,760	16,862		50140	VRS Retirement	17,249	17,249	17,249	19,164	19,268	19,972
2,095	2,172	2,185		50145	VRS Group Life Insurance	2,237	2,237	2,237	2,261	2,313	2,397
-	278	260		50150	VRS Disability Insurance	292	292	292	297	297	297
4,267	3,692	2,774		50160	Worker's Comp. Insurance	4,347	4,347	4,347	3,528	3,528	3,528
					SERVICES - PURCHASED, SHARED, INTERNAL						
					Health & Medical Services						
					R&M - Equipment						
-	150	0		53245	R&M - Vehicle	150	150	150	150	150	150
3,122	3,500	3,296		53250	Maintenance Service Contract	3,500	3,500	3,500	3,500	3,500	3,500
					<i>Snap On Credit</i>						
					<i>Invomax</i>						
					<i>Safety-Kleen Systems</i>						
					<i>Heritage-Crystal Clean</i>						
					<i>Crane 1 Services</i>						
1,382	1,250	1,281		51451	Uniform Rentals	1,250	1,250	1,250	1,250	1,250	1,250
					OTHER CHARGES						
					Telecommunications						
-	750	0		51920	Education and Training	750	750	750	200	200	200
-	500	0		52010	Lodging	500	500	500	0	0	0
-	300	25		52015	Meals	300	300	300	0	0	0
-	200	0		52018	Travel	200	200	200	0	0	0
					MISCELLANEOUS ITEMS						
					Dues & Assoc. Memberships						
					MATERIALS AND SUPPLIES						
7	100	169		52510	Office Supplies	100	100	100	100	100	100
849	1,000	863		53550	Vehicle Fuels	1,000	1,000	1,000	1,000	1,000	1,000
1,034	800	2,445		53560	Vehicle & Equipment Supplies	1,000	1,000	1,000	1,000	1,000	1,000
868	650	519		51570	Uniform Purchases and Wearing Apparel	650	650	500	500	500	500
					Books, Subscriptions & Education						
3,359	5,000	2,460		52660	Operating Supplies	4,000	4,000	4,000	4,000	4,000	4,000
2,276	2,500	3,717		53670	Small Tools	2,500	2,500	2,500	2,500	2,500	2,500
					CAPITAL OUTLAYS						
-	5,000	0		77200	Machinery & Equipment	0	0	0	0	0	0

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	FY21
					Equipment replacement for malfunctioning equipment or for safety needs.							
					Furniture & Fixtures							
				77500	Motor Vehicles							
					Computer Equipment							
					Computer Software							
				77900	Leased Equipment				0	0	0	0
246,503	259,682	253,296			MOTOR POOL TOTAL		262,771	262,771	262,721	265,475	262,701	270,271

Our mission is the reduction of the incidence of crime and the improvement of the quality of life in Culpeper by making it a place where all people can live safely and without fear.

The value of Human life;

Accountability to ourselves and our community;

The continuous improvement of ourselves and our Department.

Budget History Police Department

Fiscal Year	Budget
FY15	\$4,100,000
FY16	\$4,300,000
FY17	\$4,500,000
FY18	\$4,600,000
FY19	\$4,700,000
FY20	\$5,100,000
FY21	\$5,300,000

Total budget increase	\$	121,276
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

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TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
			Dept 3101 POLICE DEPARTMENT									
			PERSONNEL - WAGES & BENEFITS									
2,889,582	3,132,021	3,039,941		50010	Salaries		3,206,494	3,206,494	3,206,494	3,213,929	3,213,929	3,377,403
220,484	185,000	179,556		50020	Salaries - Overtime		190,000	190,000	190,000	190,000	190,000	190,000
20,355	25,000	17,591		50030	Salaries - Part-Time		30,000	30,000	30,000	35,000	30,000	30,000
187,875	187,436	195,788		50110	Social Security Tax		195,966	195,966	195,966	194,293	194,760	204,899
43,939	43,857	45,789		50120	Medicare Tax		45,850	45,850	45,850	45,458	45,574	47,944
528,978	562,598	510,866		50130	Health Insurance		527,624	527,624	527,624	598,426	554,906	544,965
300,625	314,526	301,866		50140	VRS Retirement		324,198	324,198	324,198	357,092	359,020	377,279
36,894	38,939	39,136		50145	VRS Group Life Insurance		42,032	42,032	42,032	42,128	43,091	45,282
-	216	0		50150	VRS Disability Insurance		248	248	248	0	0	0
57,148	69,172	42,541		50160	Worker's Comp. Insurance		69,068	69,068	55,000	66,676	66,676	66,676
17,625	18,360	15,617		50165	Uniform Allowance		22,800	22,800	22,800	23,250	23,250	22,800
			SERVICES - PURCHASED, SHARED, INTERNAL									
1,000	1,000	490		50210	Health & Medical Services		6,000	6,565	6,000	5,000	5,000	5,000
266	600	102		51314	Consulting Services		600	600	600	600	600	600
					R&M - Equipment							
24,481	24,000	39,161		53245	R&M - Vehicle		25,000	25,000	25,000	30,000	30,000	30,000
12,511	15,000	13,412		53250	Maintenance Service Contract		15,000	15,000	15,000	124,000	124,000	124,000
					Callyo	3,000						
					Leads On Line	2,848						
					Biohazard Removal	2,744						
					Equipfax	1,200						
					TransUnion	900						
					Document Destruction	300						
					IACP	875						
					Axon	108,139						
					License Plate Reader	995						
					Crime Watch	2,999						
1,172	3,000	4,323		52400	Printing and Binding		3,000	3,000	3,000	4,000	4,000	4,000
					Increase requested to support costs of summonses, parking tickets, impoundment forms, etc.							
457	500	0		52410	Advertising		500	500	500	500	500	500
9,063	12,500	8,830		51460	PD9 Task Force		12,500	12,500	12,500	12,500	12,500	12,500
28,520	29,140	29,140		51480	Shenn. Crim Justice		29,140	29,140	29,140	29,140	29,140	29,140
			OTHER CHARGES									
268	700	781		52710	Postal Services		800	800	800	800	800	800
39	300	152		52715	Messenger Services		300	300	300	300	150	150
-	9,000	3,910		51925	ERT / SCU		9,000	9,000	9,000	9,000	9,000	9,000
16,716	20,000	17,772		51920	Education And Training		20,000	20,000	18,000	20,000	20,000	15,000
5,808	9,000	11,163		52010	Lodging		9,000	9,000	14,000	14,000	10,500	9,000
					Increase for specialty training							
19,125	16,000	16,497		52015	Meals		16,000	16,000	16,000	16,000	16,000	16,000
633	3,000	4,663		52018	Travel		3,000	3,000	3,000	5,000	5,000	3,000

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
10,335	10,335	10,460		56130	Increase for specialty training		10,335	10,335	10,335	10,335	10,335	10,335
					Contributions							
					Crisis Intervention Team	6,967						
					Regional Housing & Homelessnes	3,368						
					MISCELLANEOUS ITEMS							
5,975	6,000	6,377		52210	Dues & Assoc. Memberships		6,000	6,000	6,000	6,000	6,000	6,000
-	5,000	2,500		51560	Informant Fees		5,000	5,000	5,000	5,000	5,000	5,000
14,395	15,000	9,835		56270	Grant-funded expenditures		15,000	15,000	15,000	15,000	15,000	15,000
7,745	5,000	3,644		56299	Miscellaneous		5,000	5,000	5,000	6,000	5,000	5,000
					Amazing Citizen Awards and CPD							
					photo project							
					MATERIALS AND SUPPLIES							
4,734	5,500	6,294		52510	Office Supplies		5,500	5,500	5,500	5,500	5,500	5,500
59,015	65,000	62,340		53550	Vehicle Fuels		65,000	65,000	65,000	65,000	65,000	65,000
-	0	433		53555	Lube Oil		0	0	0	0	0	0
18,590	23,000	30,110		53560	Vehicle & Equipment Supplies		23,000	23,000	23,000	25,000	25,000	25,000
38,603	28,000	32,340		51570	Uniform Purchases and Wearing							
					Apparel		33,000	33,000	33,000	42,000	35,000	35,000
					Holsters for new portable radios							
					and creation of Honor Guard Unit							
-	500	0		52580	Books, Subscriptions & Education		0	0	0	0	0	0
					Drug Fund Purchases							
35,403	33,000	30,672		52660	Operating Supplies		33,000	33,000	33,000	45,000	45,000	39,000
					Increase requested for a single							
					purpose narcotics dog to support							
					our Street Crimes Unit and its							
					efforts to reduce the amount of							
					narcotics in our community.							
					Posttraumatic support dog							
					program for the goal of removing							
					the stigma of seeking mental health							
					services.							
					CAPITAL OUTLAYS							
94,044	92,000	97,225		77200	Machinery & Equipment		152,000	152,000	152,000	30,000	30,000	30,000
					Axon moved to Maint Svc Contracts							
					Miscellaneous Equipment	30,000						
2,413	3,000	2,940		77300	Furniture & Fixtures		3,000	3,000	3,000	3,000	3,000	3,000
-	0	0		77500	Vehicle Replacement		0	28,824	28,824	131,000	58,000	0

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Replacing #722 (2005 Chevy Impala	58,000						
					Replacing #763 (2007 Ford Explorer) with Town manager vehicle	-						
-	0	0		77600	Computer Equipment		15,000	18,012	15,000	0	0	0
				77900	Leased Equipment				0	0	0	0
4,714,814	5,012,200	4,834,256		POLICE DEPARTMENT TOTAL			5,174,955	5,207,356	5,192,711	5,425,927	5,296,231	5,409,773

←----- THE C-SYSTEMS ENGINE (CSE) -----→

To expend funds passed through from the Commonwealth of Virginia from seized assets in the Town of Culpeper.

Fiscal Year	Budget Amount (\$)
FY15	9,500
FY16	500
FY17	30,000
FY18	14,500
FY19	8,000
FY20	10,000
FY21	15,000

Total budget increase	\$	5,000
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No changes

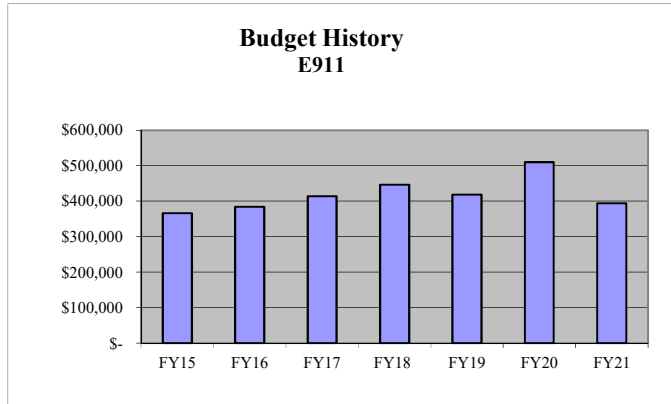
TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
485	500	515		52010	Lodging		600	600	600	0	0	0
-	250	0		52015	Meals		250	250	250	0	0	0
14,042	9,250	7,737		52660	Operating Supplies		9,150	9,150	9,150	15,000	15,000	15,000
14,527	10,000	8,252					10,000	10,000	10,000	15,000	15,000	15,000

← **27.11 (SAT)** →

<p>Mission</p> <p>To provide financial support for the E911 Joint Operations Center.</p>

Budget and Staff Resources:



Budget & Staffing Summary						
	FY19	FY20	FY20	FY21	FY21	FY21
Category	<u>Actual</u>	<u>Adopted</u>	<u>Projected</u>	<u>Dept Request</u>	<u>Mgr Proposed</u>	<u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	418,088	510,342	510,342	396,045	393,718	393,718
Capital Outlay	-	-	-	-	-	-
Total Expenditures	418,088	510,342	510,342	396,045	393,718	393,718

Total budget increase	\$	(116,624)
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

No Changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

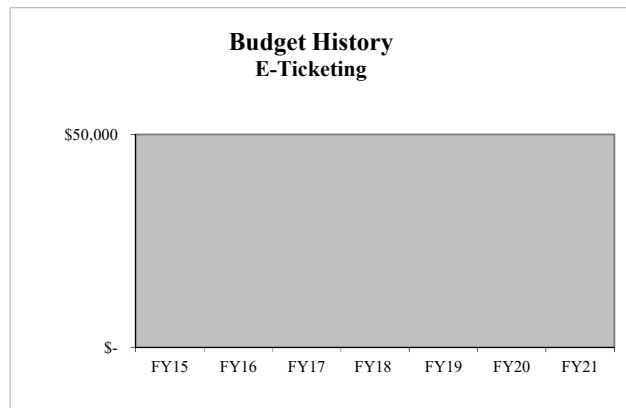
FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	FY21
446,070	418,088	418,088		51720	E911 Center - Town's Share		510,342	510,342	510,342	396,045	393,718	393,718
(145,000)	0	0		51721	E911 - Reimb & Recoveries		0	0	0	0	0	(393,718)
301,070	418,088	418,088			E911 JOINT OPERATIONS TOTAL		510,342	510,342	510,342	396,045	393,718	-

E-TICKETING (3104)

Mission

To provide financial support for the E-Ticketing Program.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 Actual	FY20 Adopted	FY20 Projected	FY21 Dept Request	FY21 Mgr Proposed	FY21 Adopted
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel						
Operating	-	-	-	-	-	-
Capital Outlay	-	15,000	-	-	-	-
Total Expendi	-	15,000	-	-	-	-

Total budget increase \$ (15,000)

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No Changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

To provide financial support to the volunteer fire organizations serving the Town of Culpeper.

Fiscal Year	Budget
FY15	\$145,000
FY16	\$145,000
FY17	\$142,000
FY18	\$155,000
FY19	\$150,000
FY20	\$152,000
FY21	\$155,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	151,693	153,500	153,500	95,000	155,850	155,850
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	151,693	153,500	153,500	95,000	155,850	155,850

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No Changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
155,072	151,693	151,693		56110	Contribution - Civic & Community		153,500	153,500	153,500	155,850	155,850	155,850
					<i>Town contributions</i>	95,000						
					<i>Fire Services Allocation</i>	60,850						
155,072	151,693	151,693			VOL FIRE DEPARTMENT TOTAL		153,500	153,500	153,500	155,850	155,850	155,850

A horizontal number line with arrows at both ends. It is divided into 10 equal segments by 11 tick marks. The segments are labeled with numbers 1 through 10 from left to right. The number 1 is placed in the first segment, 2 in the second, and so on, up to 10 in the tenth segment. The tick mark between the 10th and 11th segment is labeled with a circled 10.

To provide financial support to Culpeper Volunteer Rescue Squad (Co. 11).

Fiscal Year	Budget Amount
FY15	\$25,000
FY16	\$25,000
FY17	\$25,000
FY18	\$25,000
FY19	\$25,000
FY20	\$25,000
FY21	\$25,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	25,000	25,000	25,000	25,000	25,000	25,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	25,000	25,000	25,000	25,000	25,000	25,000

Total budget increase	\$	-
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No Changes

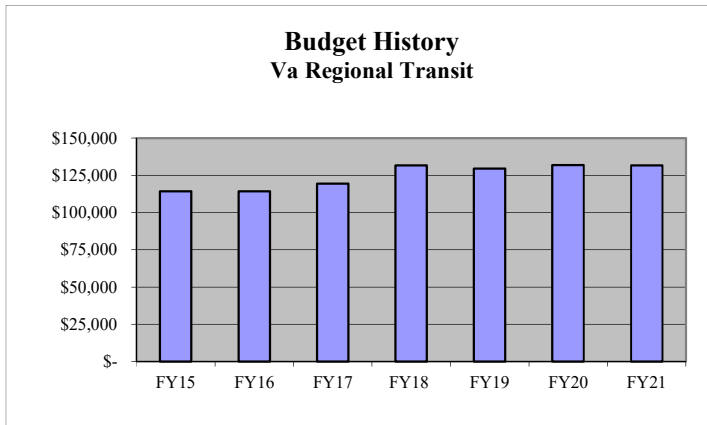
TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

→ **LA REGION DE TRANS (92%)**

<p>Mission:</p> <p>To support the transit needs of the Town of Culpeper through support of Virginia Regional Transit.</p>
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Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	129,410	131,840	131,840	131,532	131,532	131,532
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	129,410	131,840	131,840	131,532	131,532	131,532

Total budget increase	\$	(308)
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

No Changes

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

[illegible]

The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.

Budget History General Engineering

Fiscal Year	Budget Amount
FY15	\$245,000
FY16	\$255,000
FY17	\$190,000
FY18	\$175,000
FY19	\$170,000
FY20	\$195,000
FY21	\$190,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	3.0	3.0	3.0	2.0	2.0	2.0
Expenditures						
Personnel	155,930	160,666	160,666	177,835	175,878	175,878
Operating	15,508	33,625	28,725	28,550	12,950	12,950
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	171,437	194,291	189,391	206,385	188,828	188,828

Total budget increase	\$	(5,463)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$3,783
SOCIAL SECURITY TAX	-\$225
MEDICARE TAX	-\$52
HEALTH INSURANCE	-\$526
VRS DISABILITY INSURANCE	-\$14
VRS GROUP LIFE INSURANCE	-\$14
VRS RETIREMENT	-\$348
CONSULTING SERVICES	-\$5,000
EDUCATION & TRAINING	-\$500
LODGING	-\$400
MEALS	-\$400
TRAVEL	-\$300
GENERAL ENGINEERING Total	-\$11,562

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
107,389	113,320	105,075		50010	Salaries		109,070	109,070	109,070	119,470	119,470	123,670
2,593	4,000	3,289		50020	Salaries - Overtime (Inspector)		4,000	4,000	4,000	4,000	4,000	4,000
					Salaries - Part-time							
6,578	6,903	6,203		50110	Social Security Tax		6,187	6,187	6,187	6,887	6,924	7,185
1,538	1,615	1,451		50120	Medicare Tax		1,448	1,448	1,448	1,611	1,620	1,681
21,173	19,496	26,396		50130	Health Insurance		25,208	25,208	25,208	29,036	26,926	26,926
11,047	11,457	10,591		50140	VRS Retirement		11,028	11,028	11,028	13,276	13,347	13,816
-	0	317		50150	VRS Disability Insurance		358	358	358	417	417	417
1,330	1,485	1,372		50145	VRS Group Life Insurance		1,430	1,430	1,430	1,566	1,602	1,658
3,954	2,053	1,236		50160	Worker's Comp. Insurance		1,937	1,937	1,937	1,572	1,572	1,572
14,895	15,000	3,000		51314	Consulting Services		15,000	15,000	10,000	10,000	0	0
-	12,000	2,953		51316	Engineering Services		10,000	10,000	10,000	10,000	5,000	5,000
-	500	700		53245	R&M - Vehicle		750	750	750	750	750	750
					Maintenance Service Contract							
-	75	0		52400	Printing and Binding		75	75	75	0	0	0
					Advertising							
-	0	0										

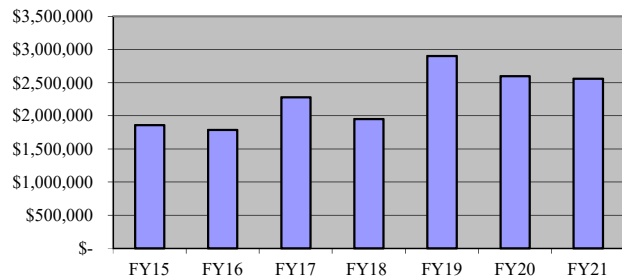
STREETS (4102)

Mission:

The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs

Budget and Staff Resources:

**Budget History
Streets**



Budget & Staffing Summary

Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	16.0	18.0	17.0	18.3	18.3	18.3
Expenditures						
Personnel	1,268,739	1,371,839	1,359,308	1,401,983	1,354,715	1,354,715
Operating	1,618,139	1,203,722	1,244,000	1,200,500	1,206,500	1,206,500
Capital Outlay	15,300	-	-	165,000	-	-
Total Expenditures	2,902,178	2,575,561	2,603,308	2,767,483	2,561,215	2,561,215

Total budget increase

\$ (14,346)

CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$27,403
SALARIES-PART-TIME	-\$30,000
SOCIAL SECURITY TAX	-\$1,573
MEDICARE TAX	-\$395
HEALTH INSURANCE	-\$3,314
VRS DISABILITY INSURANCE	-\$40
VRS GROUP LIFE INSURANCE	-\$79
VRS RETIREMENT	-\$2,492
MEALS	\$1,000
VEHICLE REPLACEMENT	-\$165,000
STREETS Total	-\$229,296

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

<p>Mission:</p> <p>The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.</p>
--

Fiscal Year	Budget (\$)
FY15	105,000
FY16	155,000
FY17	35,000
FY18	48,000
FY19	100,000
FY20	62,000
FY21	58,000

Total budget increase	\$	(5,000)
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LODGING	-\$500
SNOW & ICE Total	-\$500

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

<p>Mission:</p> <p>The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.</p>
--

Fiscal Year	Budget Amount
FY15	\$180,000
FY16	\$145,000
FY17	\$145,000
FY18	\$180,000
FY19	\$170,000
FY20	\$210,000
FY21	\$210,000

Total budget increase	\$	117
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

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TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

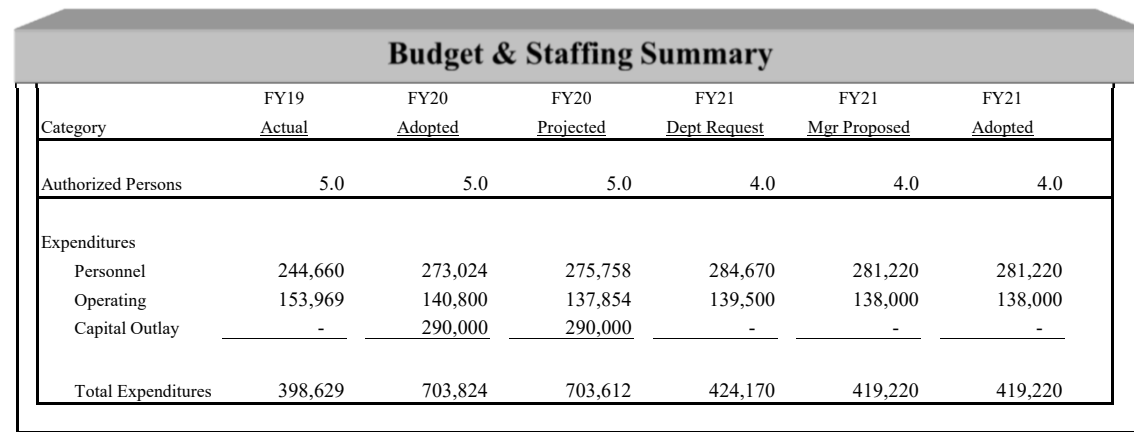
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<p>Mission:</p> <p>The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.</p>
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Budget History

Sanitation

Fiscal Year	Budget (\$)
FY15	400,000
FY16	400,000
FY17	350,000
FY18	375,000
FY19	400,000
FY20	700,000
FY21	425,000



Total budget increase	\$	(284,605)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$5,409
SOCIAL SECURITY TAX	-\$324
MEDICARE TAX	-\$76
HEALTH INSURANCE	-\$918
VRS GROUP LIFE INSURANCE	-\$16
VRS RETIREMENT	-\$489
SANITATION Total	-\$7,232

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

← GENERAL PROPERTIES (1992) →

The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.

Budget History General Properties

Fiscal Year	Budget Amount
FY15	\$480,000
FY16	\$780,000
FY17	\$630,000
FY18	\$460,000
FY19	\$580,000
FY20	\$630,000
FY21	\$600,000

Total budget increase	\$	(21,745)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

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TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

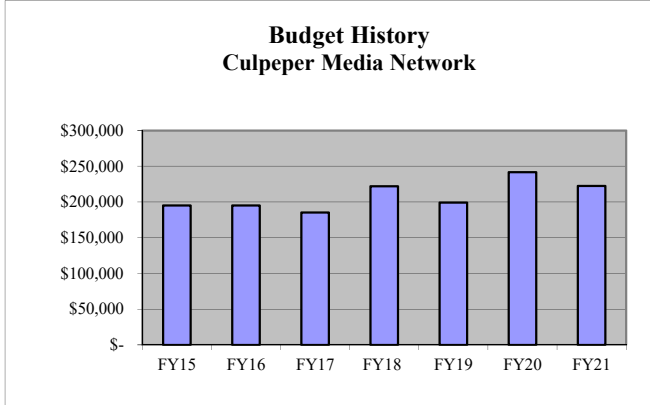
FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
228	100	86		52510	Office Supplies		100	100	100	100	100	100
4,398	3,500	2,418		53540	Janitorial Supplies		3,500	3,500	3,500	3,500	3,500	3,500
2,212	2,500	2,415		53550	Vehicle Fuels		2,500	2,500	2,500	2,500	2,500	2,500
1,518	2,000	655		53560	Vehicle & Equipment Supp		2,000	2,000	2,000	2,000	2,000	2,000
245	300	548		51570	Uniform Purchases & Wearing Apparel		400	400	420	500	500	500
625	1,000	787		52660	Operating Supplies		1,000	1,000	1,133	1,500	1,500	1,500
1,548	700	892		53670	Small Tools		700	700	1,000	1,000	1,000	1,000
2,174	0	0		77200	Machinery & Equipment		0	0	0	0	0	0
4,509	0	0		77300	Furniture and Fixtures		0	0	17,500	15,000	0	0
					<i>Police forensics lab furniture and installation.</i>							
-	0	0		77500	Vehicle Replacement		15,000	15,000	15,000	0	0	0
				77900	Leased Equipment				0	0	0	0
463,653	629,003	589,442			GENERAL PROPERTIES TOTAL		628,033	628,033	623,686	632,998	606,288	616,292

COLEMAN MEDICAL NETWORK (6000)

<p>Mission:</p> <p>To provide funding for Culpeper Media Network.</p>
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To provide funding for Culpeper Media Network.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	2.0	2.0	2.0	2.0	2.0	2.0
Expenditures						
Personnel	145,634	150,637	150,637	152,998	151,723	151,723
Operating	48,854	66,571	66,371	66,171	64,171	64,171
Capital Outlay	<u>4,763</u>	<u>17,000</u>	<u>22,700</u>	<u>39,000</u>	<u>6,500</u>	<u>6,500</u>
Total Expenditures	199,251	234,208	239,708	258,169	222,394	222,394

Total budget increase	\$	(11,814)
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET See FY21 Budget Amendment starting on page 1 for changes associated with the FY21

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$3,293
SOCIAL SECURITY TAX	-\$193
MEDICARE TAX	-\$45
HEALTH INSURANCE	-\$354
VRS DISABILITY INSURANCE	-\$7
VRS GROUP LIFE INSURANCE	-\$10
VRS RETIREMENT	-\$300
COMPUTER HARDWARE & EQUIPMENT	-\$1,500
LODGING	-\$1,500
TRAVEL	-\$500
VEHICLE REPLACEMENT	-\$31,000
CULP MEDIA NETWORK Total	-\$38,702

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

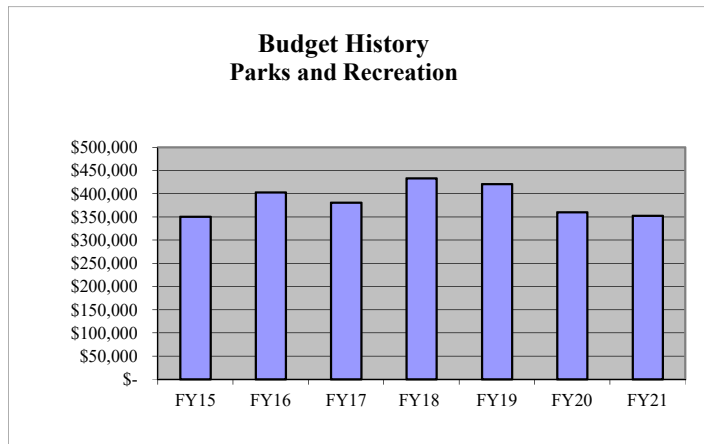
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TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
-	700	246		51570	Uniform Purchases & Wearing Apparel		700	700	1,300	700	700	0
3,181	5,000	4,308		52660	Operating Supplies		5,000	5,000	6,000	5,000	5,000	5,000
					CAPITAL OUTLAYS							
30,298	5,000	3,325		77200	Machinery & Equipment		12,000	14,000	12,000	3,000	3,000	3,000
929	2,000	285		77300	Furniture & Fixtures		1,000	2,700	2,700	1,000	1,000	1,000
				77500	Vehicle Replacement		0			31,000	0	0
-	5,000	509		77600	Computer Hardware & Equipment		2,000	6,000	6,000	2,000	500	500
600	2,000	645		52650	Computer Software		2,000	2,000	2,000	2,000	2,000	2,000
				77900	Leased Equipment				0	0	0	0
					DEBT SERVICE/TRANSFERS/CONTINGENCY							
					Contingency							
221,967	224,350	199,251			CULPEPER MEDIA NETWORK TOTAL		234,208	241,908	239,708	258,169	222,394	211,294

<p>Mission:</p> <p>The mission of the Public Works Department is to secure, provide and maintain reliable public services in a safe and cost effective manner to meet present and future community needs.</p>
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Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	7.00	6.00	6.00	5.00	5.00	5.00
Expenditures						
Personnel	330,599	275,847	281,506	352,461	294,781	294,781
Operating	86,049	78,650	73,050	80,900	52,600	52,600
Capital Outlay	<u>4,000</u>	<u>6,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Total Expenditures	420,648	360,497	359,556	438,361	352,381	352,381

Total budget increase	\$	(8,116)
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	- \$5,801
SOCIAL SECURITY TAX	- \$338
MEDICARE TAX	- \$80
HEALTH INSURANCE	- \$1,009
VRS DISABILITY INSURANCE	- \$9
VRS GROUP LIFE INSURANCE	- \$20
VRS RETIREMENT	- \$537
AGRICULTURAL SUPPLIES	- \$300
FIREWORKS DISPLAY	- \$18,500
LANDSCAPING/PLANTING MATERIALS	- \$2,000
R&M-INFRASTRUCTURE	- \$5,000
PARKS & RECREATION Total	- \$33,594

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Dept 7103 PARKS & RECREATION						
					PERSONNEL - WAGES & BENEFITS						
205,788	211,662	211,622		50010	Salaries	172,891	172,891	172,891	217,363	183,043	191,443
					<i>Dept Request includes additional senior maintenance worker</i>						
14,198	10,000	15,063		50020	Salaries - Overtime	10,000	10,000	17,000	17,000	15,000	15,000
12,336	11,615	12,755		50110	Social Security Tax	9,601	9,601	9,601	12,324	10,313	10,833
2,885	2,719	2,983		50120	Medicare Tax	2,247	2,247	2,247	2,884	2,413	2,535
62,170	64,085	57,024		50130	Health Insurance	50,796	50,796	50,796	66,596	51,817	51,817
21,902	21,402	21,107		50140	VRS Retirement	17,483	17,483	17,483	24,151	20,447	21,386
2,678	2,775	2,740		50145	VRS Group Life Insurance	2,267	2,267	2,267	2,850	2,455	2,567
-	212	189		50150	VRS Disability Insurance	221	221	221	243	243	243
5,263	10,262	7,116		50160	Worker's Comp. Insurance	10,341	10,341	9,000	9,050	9,050	9,050
					SERVICES - PURCHASED, SHARED, INTERNAL						
26,053	4,266	19,343		53230	R&M - Building & Grounds	20,000	20,000	12,000	20,000	20,000	15,000
21,149	37,000	28,868		53238	R&M-Infrastructure	20,000	20,000	15,000	20,000	15,000	15,000
6,667	7,500	4,986		53250	Maintenance Service Contract	7,500	7,500	7,500	7,500	5,000	5,000
					<i>Allied Portable Toilet</i>						
					<i>RGSS Commercial</i>						
					<i>Recreation Dynamic</i>						
					<i>County Farm Service</i>						
					<i>Misc. Maintenance Contract</i>						
-	0	0		52400	Printing and Binding	0	0	0	0	0	0
-	0	0		52410	Advertising	0	0	0	0	0	0
1,357	2,000	1,399		51451	Uniform Rentals	1,700	1,700	1,500	1,500	1,500	1,500
					OTHER CHARGES						
1,744	1,500	1,771		55610	Electrical Services	1,500	1,500	1,500	1,500	1,500	1,500
325	1,000	240		51920	Education and Training	750	750	750	750	750	300
37	100	0		52015	Meals	100	100	100	100	100	0
					MISCELLANEOUS ITEMS						
25,250	17,000	17,000		56250	Fireworks Display	17,850	17,850	17,850	18,500	0	0
-	500	0		54252	Dog Park Related	0	0	0	0	0	0
-	0	61		53676	Disc Golf Related Expend	0	0	5,000	0	0	0
-	0	0		53677	Park Donation Related Expend	0	0	800	0	0	0
					MATERIALS AND SUPPLIES						
70	50	311		52510	Office Supplies	50	50	50	50	50	50
-	500	45		54520	Agricultural Supplies	0	0	300	300	0	0
80	1,000	2,544		54525	Landscaping/Planting Materials	2,500	2,500	2,000	2,000	0	0
979	2,500	1,250		53550	Vehicle Fuels	1,500	1,500	1,500	1,500	1,500	1,500
39	200	24		53555	Lube Oil	200	200	200	200	200	200
2,761	2,000	5,413		53560	Vehicle & Equipment Supplies	2,000	2,000	4,000	4,000	4,000	4,000

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

To honor those buried in Fairview Cemetery in a well-maintained environment and beautiful historic grounds. The Town of Culpeper is dedicated to providing professional service for the present and future death care needs of a diverse and growing customer base with respect and sensitivity.

Fiscal Year	Budget
FY15	\$120,000
FY16	\$125,000
FY17	\$130,000
FY18	\$115,000
FY19	\$125,000
FY20	\$85,000
FY21	\$70,000

Total budget increase	\$	(11,831)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

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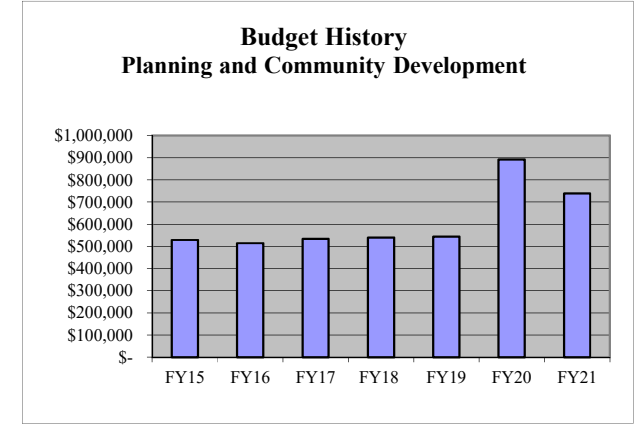
TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

										FY21	FY21	
FY18	FY19	FY19					FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED
199	300	467		53670	Small Tools		300	300	300	300	300	300
					CAPITAL OUTLAYS							
5,872	4,000	2,043		77200	Machinery & Equipment		4,000	4,000	4,000	4,000	4,000	4,000
				77900	Leased Equipment				0	0	0	0
114,454	132,393	132,063			CEMETERY TOTAL		83,546	83,546	83,296	103,465	71,715	23,787

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<p>Mission:</p> <p>The Department of Planning and Community Developments mission is to provide excellent customer service to the public, development community, Council, Planning Commission and other Authorities, Boards and Commissions in the administration of Town Planning and Zoning matters, the processing of development applications and in promoting Economic Development.</p>
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Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>Projected</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	6.0	5.0	5.0	7.0	7.0	7.0
Expenditures						
Personnel	502,282	683,784	683,884	698,929	693,118	693,118
Operating	39,587	48,750	205,930	52,950	44,600	44,600
Capital Outlay	<u>950</u>	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	542,819	732,534	891,314	751,879	737,718	737,718

Total budget increase	\$	5,183
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CHANGES TO MGR PROPOSED SINCE MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$15,628
SOCIAL SECURITY TAX	-\$941
MEDICARE TAX	-\$219
HEALTH INSURANCE	-\$1,589
VRS DISABILITY INSURANCE	-\$34
VRS GROUP LIFE INSURANCE	-\$58
VRS RETIREMENT	-\$1,442
BOOKS, SUBSCRIP & EDUCAT SUP	-\$100
DUES & ASSOC MEMBERSHIPS	-\$1,000
EDUCATION & TRAINING	-\$2,000
LODGING	-\$2,000
MEALS	-\$750
OPERATING SUPPLIES	-\$250
POSTAL SERVICES	-\$500
TRAVEL	-\$750
VA MAINT CODE INFRAC/VIOLATION	-\$1,000
PLANNING Total	-\$28,261

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT REQUEST	COUNCIL ADOPTED	FY21 AMENDED
				Dept 8101 PLANNING & ZONING								
				PERSONNEL - WAGES & BENEFITS								
389,611	393,455	364,512		50010	Salaries		492,879	492,879	492,879	489,964	489,964	342,703
-	0	0		50020	Salaries - Overtime		0	0	100	0	0	0
7,575	14,400	14,738		50060	Planning Comm. / BZA		14,400	14,400	14,400	14,400	14,400	14,400
23,978	24,589	22,834		50110	Social Security Tax		30,417	30,417	30,417	29,750	29,862	21,344
5,608	5,755	5,340		50120	Medicare Tax		7,117	7,117	7,117	6,963	6,989	4,995
39,774	37,507	46,653		50130	Health Insurance		72,069	72,069	72,069	87,970	81,582	63,205
40,114	39,781	36,525		50140	VRS Retirement		49,753	49,753	49,753	54,440	54,734	38,285
4,927	5,156	4,733		50145	VRS Group Life Insurance		6,450	6,450	6,450	6,424	6,569	4,595
-	450	696		50150	VRS Disability Insurance		786	786	786	1,067	1,067	880
7,120	8,386	6,251		50160	Worker's Comp. Insurance		9,913	9,913	9,913	7,951	7,951	7,951
				SERVICES - PURCHASED, SHARED, INTERNAL								
					Health & Medical Services							
1,600	18,600	14,990		51314	Consulting Services		10,000	167,180	167,180	15,000	15,000	15,000
					<i>Culpeper Soil and Water</i>	5,000						
					<i>Transportation Project Development</i>	5,000						
					<i>GIS Geodatabase Development</i>	5,000						
-	1,500	0		51320	Va Maint Code Infractions/Violations		1,000	1,000	1,000	1,000	0	0
1,631	4,500	2,757		51321	Property Violations - Town Action		4,000	4,000	4,000	4,000	4,000	3,000
-	100	0		53240	R&M - Equipment		100	100	100	100	100	100
-	200	0		53245	R&M - Vehicle		200	200	200	200	200	200
-	0	0		53249	R&M - Misc. / Other		0	0	0	0	0	0
-	0	4,000		53250	Maintenance Service Contract		3,500	3,500	3,500	3,500	3,500	3,500
					<i>Rec Pro (Pavillion Reservation Software)</i>							
					Parking Auth - Rental of Street Lights							
927	900	305		52400	Printing and Binding		1,000	1,000	1,000	1,000	1,000	1,000
4,321	4,500	4,412		52410	Advertising		5,000	5,000	5,000	4,000	4,000	4,000
					PA - Billing & Admin Support							
				OTHER CHARGES								
1,923	3,200	2,721		52710	Postal Services		3,000	3,000	3,000	4,500	4,000	3,000
					Telecommunications							
					General Liability Insurance							
1,680	6,330	1,753		51920	Education And Training		5,000	5,000	5,000	4,000	2,000	2,000
					<i>Ben-APA/AICP and Zoning Conference</i>	500						
					<i>Bush-APA conference, Zoning Conference</i>	800						

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					<i>Rapp - ASLA/AICP Conf/Design DC & LEED</i>	1,000					
					<i>Cole - Res Bldg Insp/Life Safety/Red Vector/Rehab</i>	650					
					<i>Carlos - GIS conference</i>	275					
					<i>Joint Board of Zoning Appeals - Member training</i>	500					
					<i>Autumn - GIS conference</i>	275					
					Lease Parking Spaces						
936	3,500	828		52010	Lodging	5,000	5,000	5,000	4,000	2,000	1,000
					<i>Staff lodging for conferences/training</i>	3,000					
					<i>ABC's lodging for conferences/training</i>	1,000					
278	1,000	535		52015	Meals	1,500	1,500	1,500	1,500	750	750
					<i>Staff Meals for conferences/training</i>	1,300					
					<i>ABC's Meals for conferences/training</i>	200					
784	1,500	1,117		52018	Travel	1,750	1,750	1,750	1,500	750	750
					<i>Staff Travel for conferences/training</i>	1,300					
					<i>ABC's Travel for conferences/training</i>	200					
					MISCELLANEOUS ITEMS						
3,212	2,875	2,901		52210	Dues & Assoc. Memberships	4,050	4,050	4,050	4,000	3,000	3,000
					<i>Ben-APA/AICP, CZA, FPM</i>	750					
					<i>Bush-APA,AICP, CZA, E&S</i>	750					
					<i>Rapp- AICP,APA,ASLA,LEED,CLARB,VA Prof</i>	1,500					
					<i>Cole-Fire,Bldg Code,ICC,ASFM,VAFMA</i>	500					
					<i>GIS staff</i>	500					
-	0	0		54252	Dog Park Related Expenditures	0	0	0	0	0	0
-	0	0		56299	Miscellaneous	0	0	0	0	0	0
					MATERIALS AND SUPPLIES						
1,618	1,250	2,119		52510	Office Supplies	2,000	2,000	2,000	3,000	3,000	1,800
415	400	438		53550	Vehicle Fuels	450	450	450	450	450	450
1	200	0		53560	Vehicle & Equipment Supplies	200	200	200	200	200	200
146	500	551		52580	Books, Subscriptions & Education	500	500	500	500	400	400
154	800	160		52660	Operating Supplies	500	500	500	500	250	150
					CAPITAL OUTLAYS						

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

										FY21	FY21	
FY18	FY19	FY19					FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED
-	2,500	950		77600	Computer Hardware & Equipment		0	1,500	1,500	0	0	0
				77900	Leased Equipment				0	0	0	0
538,334	583,834	542,819		PLANNING & ZONING TOTAL			732,534	891,214	891,314	751,879	737,718	538,658

Mission:
Together we will work to provide the highest quality of customer service to the traveling public, while maintaining good working relationships with local businesses and organizations

Fiscal Year	Budget
FY15	\$42,000
FY16	\$55,000
FY17	\$48,000
FY18	\$58,000
FY19	\$58,000
FY20	\$65,000
FY21	\$63,000

Total budget increase	\$	48
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

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TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
				Dept 8103 VISITORS CENTER								
				PERSONNEL - WAGES & SALARY								
-	0	0		50010	Salaries - Regular		0	0	0	0	0	0
42,464	47,626	47,448		50030	Salaries - Part-Time		50,543	50,543	50,543	50,606	50,606	17,852
2,700	2,955	2,942		50110	Social Security Tax		3,136	3,136	3,136	3,139	3,139	1,108
631	693	688		50120	Mediare Tax		735	735	735	735	735	261
-	0	0		50130	Health Insurance		0	0	0	0	0	0
-	0	0		50140	VRS Retirement		0	0	0	0	0	0
-	0	0		50145	VRS Group Life Insurance		0	0	0	0	0	0
-	0	0		50150	VRS Disability Insurance		0	0	0	0	0	0
55	88	61		50160	Worker's Comp Insurance		96	96	96	78	78	78
				SERVICES-PURCHASED, SHARED, INTERNAL								
-	0	0		52400	Printing and Binding		0	0	0	2,500	2,500	2,500
-	0	0		53250	Maintenance Service Contract		0	0	0	0	0	0
				OTHER CHARGES								
-	0	0		55610	Electrical Services		0	0	0	0	0	0
-	0	0		52720	Telecommunications		0	0	1,261	1,320	1,320	1,320
				MATERIALS AND SUPPLIES								
12,767	9,700	7,509		52510	Office Supplies		9,700	11,850	10,589	4,080	4,080	4,080
				52424	Group Tour Materials		0			1,800	1,800	1,800
				CAPITAL OUTLAYS								
				77900	Leased Equipment				0	0	0	0
58,618	61,062	58,649		VISITORS' CENTER TOTAL			64,210	66,360	66,360	64,258	64,258	28,999

<p>Mission:</p> <p>Responsible for promoting the Culpeper community as attractive travel destination, enhancing its public image as a dynamic place to live and work. Through the impact of travel, we strengthen Culpeper's economic position and provide opportunity for our citizens.</p>

Fiscal Year	Budget Amount
FY15	\$270,000
FY16	\$350,000
FY17	\$360,000
FY18	\$430,000
FY19	\$390,000
FY20	\$560,000
FY21	\$300,000

Total budget increase	\$	(216,904)
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INDUSTRY EDUCATION & OUTREACH	-\$500
LODGING	-\$4,475
MARKETING RESEARCH	-\$15,000
MEALS	-\$1,400
PRINTING AND BINDING	-\$2,500
TRAVEL	-\$1,500
TROLLEY TOUR RELATED EXPENSES	-\$9,300
TOURISM Total	-\$309,450

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL				FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Dept 8104 TOURISM DEVELOPMENT						
					PERSONNEL - WAGES & BENEFITS						
174,345	178,337	150,487		50010	Salaries	193,156	193,156	193,156	240,997	195,424	195,424
					<i>Request includes additional Tourism & Marketing Specialist position.</i>						
-	0	0		50030	Salaries - Part-Time	0	0	0	0	0	0
10,198	10,415	8,753		50110	Social Security Tax	11,344	11,344	11,344	14,212	11,472	11,472
2,385	2,438	2,047		50120	Medicare Tax	2,654	2,654	2,654	3,325	2,684	2,684
26,268	26,379	18,880		50130	Health Insurance	27,759	27,759	27,759	41,256	28,318	28,318
18,407	18,033	14,564		50140	VRS Retirement	19,530	19,530	19,530	26,779	21,832	21,832
2,246	2,337	1,887		50145	VRS Group Life Insurance	2,532	2,532	2,532	3,159	2,620	2,620
-	502	273		50150	VRS Disability Insurance	558	558	558	571	571	571
278	328	268		50160	Worker's Comp. Insurance	389	389	389	341	341	341
					SERVICES - PURCHASED, SHARED, INTERNAL						
821	8,100	7,646		52400	Printing and Binding	6,100	22,800	9,891	6,100	2,500	2,500
40,749	21,450	13,996		52410	Advertising - Print	16,350	16,350	25,760	17,985	0	0
					<i>Design and Production</i>	0					
					<i>Primary Markets</i>	0					
					<i>Secondary Markets</i>	0					
6,918	3,200	2,609		52413	Advertising-Entertainment	3,200	26,200	26,200	3,200	3,200	3,200
					<i>FAM tours, Media Hosting, Events</i>	3,200					
				52414	Advertising-Travel Show						0
40,799	83,450	109,564		52415	Advertising - Media	115,460	115,460	55,460	127,006	24,500	24,500
					<i>Content Creation and Production</i>	8,000					
					<i>Paid Media</i>	0					
					<i>Website Updates</i>	16,500					
					<i>VTC Digital Coop</i>	0					
17,359	13,500	11,114		52418	Advertising - Promotional	11,700	13,200	13,200	12,870	1,400	1,400
					<i>Regional Partnerships</i>	1,400					
					<i>State Welcome Center</i>	0					
-	0	0		52412	Adv - Promotion Materials	0	0	0	0	0	0
1,571	0	0		52422	Advertising-Trade shows	0	0	0	0	0	0
-	0	0		52423	Promotional Trade Show Materials	0	0	0	0	0	0
-	4,500	0		52411	Industry Education and Outreach	4,500	4,500	4,500	4,500	0	2,500
-	0	0		52425	Marketing Research	0	0	60,000	15,000	0	0
					OTHER CHARGES						
1,684	2,000	720		52710	Postal Services	2,000	2,000	3,100	3,500	1,000	2,200
2,923	2,520	4,046		51920	Education and Training	4,250	4,250	4,250	5,000	500	3,500
7,128	8,500	3,971		52010	Lodging	9,775	9,775	9,775	9,775	300	2,800
1,782	4,100	47		52015	Meals	3,000	3,000	3,000	3,000	100	1,200

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
2,230	5,000	3		52018	Travel		3,500	3,500	6,000	3,500	0	0
-	0	0		56130	Contributions - CRI		0	0	0	0	0	0
					MISCELLANEOUS ITEMS							
4,729	4,835	4,450		52210	Dues & Assoc. Memberships		5,150	5,150	6,149	6,200	0	4,200
8,749	9,300	1,081		56298	Trolley Tours		9,300	9,300	9,300	9,300	0	0
51,541	70,000	30,715		56270	Grant Funded Expenditures		60,000	60,000	54,740	60,000	0	0
					<i>VTC Marketing Leverage Grant</i>	-						
					<i>Bike Share Program</i>	-						
-	900	0		56297	Bike Share Maintenance		900	900	0	0	0	0
-	0	0		56299	Miscellaneous		0	0	0	0	0	0
					<i>Ice Skating Rink</i>							
					MATERIALS AND SUPPLIES							
8,465	0	0		52510	Office Supplies		0	0	0	2,088	2,088	2,088
40	0	0		53550	Vehicle Fuels		0	0	11	0	0	1,200
-	0	9		53560	Vehicle & Equipment Supplies		0	0	149	200	200	200
99	99	99		52580	Books, Subscriptions & Education		147	147	147	300	300	300
2,623	13,859	1,995		52660	Operating Supplies		5,400	10,900	9,799	5,400	2,000	2,000
					CAPITAL OUTLAYS							
-	1,000	1,000		77310	Historical Markers		1,200	1,200	1,200	5,800	1,600	1,600
					<i>Addition of two signs</i>							
-	0	1,810		77300	Furniture & Fixtures		0	0	6,000	0	0	0
				77900	Leased Equipment				0	0	0	0
434,337	495,082	392,034			TOURISM DEVELOPMENT TOTAL		519,854	566,554	566,554	631,364	302,950	318,650

← ECONOMIC DEVELOPMENT (GDP) →

To enhance the quality of life and raise the standard of living for all Culpeper residents, in collaboration with the County and private sector, through aggressive business recruitment, expansion assistances, and trade development, thereby expanding the tax base and creating higher income employment opportunities.

Fiscal Year	Budget (\$)
FY15	195,000
FY16	180,000
FY17	155,000
FY18	215,000
FY19	235,000
FY20	205,000
FY21	215,000

Total budget increase	\$	8,616
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No changes

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	FY21
150,000	150,000	150,000		56130	Contributions -CRI		150,000	150,000	150,000	150,000	150,000	150,000
10,895	10,895	10,895		56131	Contributions - Museum		10,895	10,895	10,895	10,895	10,895	10,895
56,874	139,284	74,607		56132	M & T Incentives		95,266	95,266	95,266	53,882	53,882	53,882
					<i>Ardent Mills Application #1</i>							
					<i>2019 Assessment \$2,846,875</i>	22,775						
					<i>Ardent Mills Application #2</i>							
					<i>2019 Assessment \$2,039,613</i>	16,317						
					<i>Te Connectivity Application #2</i>							
					<i>2019 Assessment \$3,197,619</i>	12,790						
					<i>Merchants Training Incentive</i>	2,000						
-	0	0		56133	Business Site Readiness Prog		0	0	0	15,000	0	0
-	0	0		56134	CRI - Reimb & Recoveries		(50,000)	(50,000)	(50,000)	0	0	0
					<i>East Davis St. sidewalk renovations</i>							
217,769	300,179	235,502			ECONOMIC DEVELOPMENT TOTAL		206,161	206,161	206,161	229,777	214,777	214,777

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
				Dept 8199 PANDEMIC EXPENSES								
				OTHER CHARGES								
				56500	Pandemic Expenses							1,629,302
-	-	-		PANDEMIC EXPENSES TOTAL				-	-	-	-	1,629,302

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY21 BUDGET

FY18 ACTUAL	FY19 AMENDED	FY19 ACTUAL					FY20 ADOPTED	FY20 AMENDED	PROJECTED FY20	FY21 DEPT REQUEST	FY21 COUNCIL ADOPTED	FY21 AMENDED
					Dept 9950 TRANSFERS							
-	0	0		89960	Transfer to Capital (Non-Committed Reserves)		0	0	0	0	0	0
					<i>Committed Reserves</i>							
-	99,000	0		89961	Transfer Cap - Sanitation Equip Replacement		0	0	0	114,000	114,000	114,000
-	803,499	0		89962	Transfer - Capital Reserve Fund (Committed Reserves)		715,844	715,844	715,844	242,384	242,384	242,384
					<i>Parking Authority</i>	59,534						
					<i>Major Capital Improvement Fund Reserve</i>	167,850						
					<i>Cash Funding Capital Equipment (Opt 2 only)</i>	-						
					<i>E-Ticketing</i>	15,000						
-	24,000	0		89964	Special tax districts		24,000	24,000	24,000	26,000	26,000	26,000
-	926,499	-			TRANSFERS		739,844	739,844	739,844	382,384	382,384	382,384
					Dept 9990 CONTINGENCY - RESERVED							
				9990	Contingency							
				9990	Contingency - Unreserved							
-	0	0			CONTINGENCY - RESERVED		0	0	0	0	0	0
16,078,143	19,463,056	17,785,289			TOTAL EXPENDITURES & TRANSFERS		19,335,202	19,622,933	19,589,205	19,602,822	18,576,323	19,399,165

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

FY18	FY19	FY19									FY21	FY21		
ACTUAL	AMENDED	ACTUAL						FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21	
								ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED	
0	0	0						37,222	37,222	37,222	0	0	0	
0	0	0						109,652	109,652	0	0	0	0	
0	0	0						109,652	109,652	0	0	0	0	
4,400	2,798	2,798						0	0	0	0	0	0	
4,400	2,798	2,798						0	0	0	0	0	0	
2,265	36,000	32,287						6,800	72,793	72,793	0	0	0	
2,265	36,000	32,287						6,800	72,793	72,793	0	0	0	
0	74,223	74,223						35,575	35,575	35,575	0	0	0	
0	74,223	74,223						35,575	35,575	35,575	0	0	0	
0	0	0						0	0	0	0	0	0	
0	0	0						0	0	0	0	0	0	
8,160	215,997	205,913						62,550	72,634	72,634	0	0	0	
8,160	215,997	205,913						62,550	72,634	72,634	0	0	0	

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

FY18	FY19	FY19						FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
0	0	0	TOTAL Sidewalks, Trails & Bikeway Project					125,000	125,000	125,000	0	0	0
332,421	1,628,904	70,887	Project 09391 - Western Inner Loop					0	0	30	0	0	0
			SERVICES										
			75216	Design & Engineering									
			75218	Legal Services									
			75219	Professional Fees/Bond Council Fees									
			CAPITAL OUTLAYS										
			77010	Land Acquisition									
			77040	Infrastructure									
332,421	1,628,904	70,887	TOTAL Western Inner Loop					0	0	30	0	0	0
526	0	0	Project 09395 - Rt. 229 Widening Project					0	0	0	0	0	0
			CAPITAL OUTLAYS										
			77010	Land Acquisition									
			77040	Infrastructure (match under VDOT Rev. Sharing)									
526	0	0	TOTAL Rt. 229 Widening Project					0	0	0	0	0	0
0	710,750	112,413	Project 09397 Sidewalk TAP Grant					0	598,338	598,338	239,000	0	0
			SERVICES										
			75216	Design & Engineering									
				Ira Hoffman				85,000					
				Sperryville Pike				154,000					
				(Partially offset by 80% reimbursement-\$191,200)									
			CAPITAL OUTLAY										
			77040	Infrastructure									
0	710,750	112,413	TOTAL Sidewalk TAP Grant					0	598,338	598,338	239,000	0	0
												-	
0	1,353,666	0	Project 09398 Traffic Signal Safety Improvements					0	1,353,666	0	0	0	0
			CAPITAL OUTLAY										
			77040	Infrastructure									
0	1,353,666	0	TOTAL Traffic Signal Safety Improvements					0	1,353,666	0	0	0	0
												-	
0	120,000	0	Project 09240 Wayland Manor Public Improv					0	120,000	120,000	0	0	0
			CAPITAL OUTLAY										
			77040	Infrastructure									
0	120,000	0	TOTAL Wayland Manor Public Improv					0	120,000	120,000	0	0	0
												-	

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

FY18	FY19	FY19								FY21	FY21	FY21	
ACTUAL	AMENDED	ACTUAL								DEPT	COUNCIL	AMENDED	
										REQUEST	ADOPTED		
0	0	0	Project 09243 Blue Ridge Sidewalk & Culvert				97,000	97,000	97,000	0	0	0	
			SERVICES										
			75216 Engineering services										
			CAPITAL OUTLAY										
			77040 Infrastructure										
0	0	0	TOTAL Blue Ridge Sidewalk & Culvert				97,000	97,000	97,000	0	0	0	
0	0	0	Project 09244 Wayland Rd Sidewalk & Culvert				0	0	0	140,000	0	0	
			SERVICES										
			75216 Engineering services										
			CAPITAL OUTLAY										
			77040 Infrastructure										
			Replacement of failing Wayland Road CMP culverts with concrete culverts and addition of pedestrian surface facilities as right of way limits allow.										
0	0	0	TOTAL Wayland Rd Sidewalk & Culvert				0	0	0	140,000	0	0	
0	260,000	49,440	Project 09295 Rockwater Park Improvements				0	210,560	212,035	115,000	0	0	
			CAPITAL OUTLAYS										
			77040 Infrastructure										
			77200 Machinery & Equipment										
			Playground (Anticipated 50% grant - Project not to proceed without grant funding)										
0	260,000	49,440	TOTAL Rockwater Park Improvements				0	210,560	212,035	115,000	0	0	
54,718	1,553,659	102,910	Project 09390 Route 522 Corridor Improvements				0	1,450,749	2,570,815	0	0	0	
			SERVICES										
			75216 Engineering services										
			CAPITAL OUTLAY										
			77040 Infrastructure										
54,718	1,553,659	102,910	TOTAL Route 522 Corridor Improvements				0	1,450,749	2,570,815	0	0	0	
											-		
											-		
738,983	7,584,093	1,988,530	sub-total all capital projects				818,851	4,846,879	4,419,200	575,000	-	-	
											-		
			Dept 9990 CONTINGENCY - UNRESERVED										
0	0	0	89990 Contingency										
0	0	0	89960 Transfer To Capital (NonCommitted)				0	0	0	0	0		
0	0	0	CONTINGENCY - UNRESERVED				0	0	0	0	-	-	

TOWN OF CULPEPER
General Fund - Capital
FY21 BUDGET

FY18	FY19	FY19						FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	DEPT	COUNCIL	FY21	
										REQUEST	ADOPTED	ADOPTED	AMENDED	
				Dept. 9991 CONTINGENCY - RESERVED										
				89990	Undesignated									
				89991	Contingency - Bond proceeds									
0	0	0		CONTINGENCY - RESERVED			0	0	0	0	-	-	-	-
738,983	7,584,093	1,988,530		TOTAL GENERAL CAPITAL FUND EXPENDITURES			818,851	4,846,879	4,419,200	575,000	-	-	-	-
				Revenues Over (Under) Expenditures			-	-	493,439	-	-	-	-	-

TOWN OF CULPEPER
Water - Fund Summary
FY21 BUDGET

FY18	FY19	FY19				FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
									REQUEST	ADOPTED	AMENDED
					OPERATING FUND:						
5,410,150	4,353,292	3,885,171			TOTAL WATER FUND REVENUES	4,691,430	4,889,877	4,901,960	5,249,738	4,669,260	4,621,659
2,219,318	2,334,900	2,241,879		3700	TREATMENT	2,710,400	2,710,400	2,717,182	3,273,782	2,776,116	2,787,518
959,022	1,217,325	1,052,416		3800	DISTRIBUTION	1,149,747	1,348,194	1,353,495	1,147,883	1,065,071	1,006,068
1,960,726	698,852	1,913,562		9900	DEBT SERVICE	710,421	710,421	710,421	714,620	714,620	714,620
105,495	103,215	103,215		9950	TRANSFERS	120,863	120,863	120,863	113,453	113,453	113,453
-	-	-		9990	CONTINGENCY	-	-	-	-	-	-
5,244,561	4,354,292	5,311,071			TOTAL EXPENDITURES	4,691,430	4,889,877	4,901,960	5,249,738	4,669,260	4,621,659
165,589	(1,000)	(1,425,901)			REVENUES OVER (UNDER) EXPENDITURES	-	-	-	-	-	
					CAPITAL FUND:						
7,886,677	9,618,036	8,167,148			TOTAL WATER CAPITAL FUND REVENUES	659,900	2,091,556	2,151,556	529,900	399,900	399,900
89,240	50,000	87,902		8910	DISTRIBUTION SYSTEM IMPRVMTS	-	-	-	-	-	-
-	50,000	99,815		8956	MAJOR PROCESS EQUIP REPL	-	-	-	-	-	-
-	-	-		8942	AUTOMATIC METER READING	100,000	100,000	100,000	200,000	200,000	200,000
1,695,186	415,397	14,996		8945	FUTURE WATER SUPPLY	-	368,000	2,677	-	-	-
41,338	35,000	32,938		9065	VEHICLE REPLACEMENT PROGRAM	-	-	-	-	-	-
19,095	131,313	165,805		8911	SPRING ST REPURPOSING	-	-	2,897	-	-	-
365,993	108,260	91,125		8912	ROCKWATER PARK & WELL DEVELOPMENT	-	10,135	85,260	-	-	-
1,799,140	80,000	71,876		8946	SOUTHERN AREA ELEVATED TANK	-	-	-	-	-	-
(295)	-	-		8959	DISINFECTION BYPRODUCT REDUCTION	-	-	-	165,000	-	-
1,640,781	4,666,733	4,700,378		8964	DAM #11	-	375,000	6,023	-	-	-
7,976,599	3,027,338	2,085,999		8965	DAM #50	-	200,000	38,371	-	-	-
62,733	104,089	24,043		9209	COMPUTER SYSTEM UPGRADE	-	80,046	80,046	-	-	-
-	400,000	1,525		9296	SPLASH PARK & AMENDITIES	-	398,475	398,475	-	-	-
-	-	-		9950	TRANSFER TO RESERVES	-	-	-	-	-	-
13,689,810	9,068,130	7,376,402			TOTAL CAPITAL EXPENDITURES	100,000	1,531,656	713,749	365,000	200,000	200,000
-	-	-			LOAN TO L&P	-	-	-	-	-	-
-	549,906	-			CONTINGENCY - UNRESERVED	559,900	559,900	559,900	164,900	199,900	199,900
13,689,810	9,618,036	7,376,402			TOTAL EXPENDITURES	659,900	2,091,556	1,273,649	529,900	399,900	399,900

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

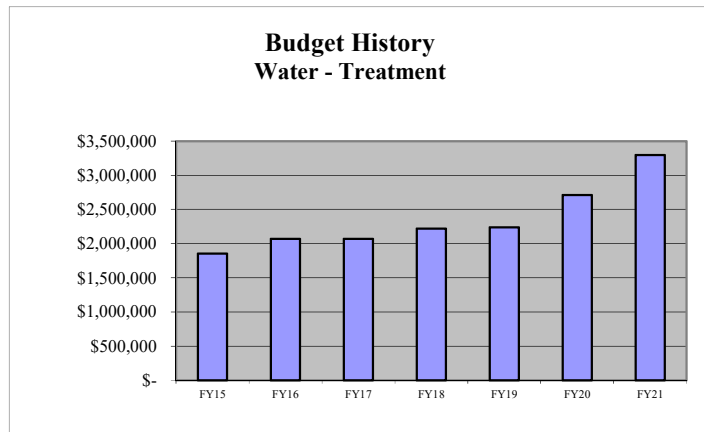
FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21	
										REQUEST	ADOPTED	AMENDED	
0	255,326	0					0	198,447	198,447	0	0	0	0
3,292,033	3,250,000	3,390,835					3,822,000	3,822,000	3,500,000	3,550,000	3,500,000	3,500,000	3,500,000
200	0	50					0	0	0	0	0	0	0
80,291	85,000	79,187					85,000	85,000	110,000	110,000	110,000	110,000	110,000
10,940	13,000	11,327					13,000	13,000	25,000	25,000	25,000	25,000	25,000
34,016	33,000	33,626					35,000	35,000	35,000	35,000	35,000	35,000	35,000
46,765	25,000	35,864					35,000	35,000	35,000	35,000	35,000	35,000	35,000
86,416	85,000	88,096					0	0	5,067	0	0	0	0
6,196	10,000	7,587					13,000	13,000	13,000	0	0	0	0
1,464	0	7,870					0	0	5,746	1,000	1,000	1,000	1,000
88,751	100,000	78,479					200,000	200,000	100,000	75,000	40,000	40,000	40,000
2,251	0	1,697					0	0	0	0	0	0	0
15,379	0	118,487					0	0	100,000	100,000	50,000	50,000	50,000
0	0	5,954					0	0	993	0	0	0	0
250	0	323					0	0	1,022	0	0	0	0
1,721,973	0	0					0	0	0	0	0	0	0
1,038	1,500	434					1,000	1,000	1,000	1,000	1,000	1,000	1,000
0	2,000	2,455					2,000	2,000	2,000	2,000	2,000	2,000	2,000
0	0	0					0	0	0	0	0	0	0
0	0	0					0	0	0	0	0	0	0
171	0	166					0	0	109	0	0	0	0
							750	750	750	750	750	750	750
22,017	35,000	22,732					22,000	22,000	22,000	22,000	15,000	15,000	15,000
0	458,466	0					462,680	462,680	746,826	1,292,988	854,510	806,909	806,909
							0	0	0	0	0	0	0
5,410,150	4,353,292	3,885,171					4,691,430	4,889,877	4,901,960	5,249,738	4,669,260	4,621,659	4,621,659

WATER - TREATMENT (3700)

Mission:

The mission of the Environmental Services Department is to secure, maintain and provide reliable and safe water and wastewater services while exceeding all regulatory requirements. To do so in a cost effective manner to meet the present and future community needs while promoting economic development activities within our community and maintaining a high level of customer satisfaction.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>YE Proj.</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	8	8	8	10.4	10.4	10.4
Expenditures						
Personnel	613,501	890,757	897,906	916,812	909,267	909,267
Operating	1,617,806	1,654,643	1,679,276	1,866,970	1,766,849	1,766,849
Capital Outlay	10,572	165,000	140,000	490,000	100,000	100,000
Total Expenditures	2,241,879	2,710,400	2,717,182	3,273,782	2,776,116	2,776,116

Total Budget Increase
MGR PROPOSED CHANGES FROM MARCH 12, 2020 FY21 DRAFT BUDGET

\$ 65,716

SALARIES-REGULAR	-\$17,994
SOCIAL SECURITY TAX	-\$1,065
MEDICARE TAX	-\$256
HEALTH INSURANCE	-\$2,136
VRS DISABILITY INSURANCE	-\$24
VRS GROUP LIFE INSURANCE	-\$71
VRS RETIREMENT	-\$1,827
BILLING & ADMIN SUPPORT	-\$38,234
CONSULTING SERVICES	-\$30,000
LAKE PELHAM VENTURES SUPPLIES	-\$8,000
MAJOR PROCESS EQUIP REPLACE	-\$390,000
R&M-INFRASTRUCTURE	-\$40,000
TRAVEL	-\$750
WATER TREATMENT Total	-\$530,357

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL		FY21
										REQUEST	ADOPTED		AMENDED
733,006	798,818	798,818			52520	Billing & Administrative Support	841,898	841,898	841,898	901,695	880,324		880,324
3,500	3,500	3,500			53520	Motor Pool	3,500	3,500	3,500	3,500	3,500		3,500
6,119	6,000	6,000			53525	Mowing, mulching & trimming	6,000	6,000	6,000	6,000	6,000		6,000
						OTHER CHARGES							
228,715	200,000	284,205			55610	Electrical Services	250,000	250,000	220,000	250,000	250,000		250,000
6	6,000	3,926			55620	Heating Services	6,000	6,000	6,000	6,000	6,000		6,000
					55630	Water Services	0	0	0	0	0		0
69,412	80,000	112,994			53640	Sewage Services	80,000	80,000	160,000	160,000	160,000		160,000
79	120	103			53660	Disposal Fees	120	120	120	120	120		120
16,832	2,800	(1,129)			52710	Postal Services	0	0	200	0	0		0
5,157	5,000	8,376			52720	Telecommunications	5,000	5,000	12,000	6,000	6,000		6,000
1,617	1,650	1,343			55810	Boiler & Machinery Insurance	1,650	1,650	796	820	820		820
6,379	22,500	6,019			55820	Fire / Property Insurance	10,000	10,000	5,873	6,050	6,050		6,050
603	625	454			55830	Contractor's Equipment Insurance	625	625	430	443	443		443
1,703	1,750	1,268			55840	Motor Vehicle Insurance	1,750	1,750	1,267	1,500	1,500		1,500
14,771	15,000	11,213			55870	General Liability Insurance	15,000	15,000	10,575	10,892	10,892		10,892
1,818	5,000	7,078			51920	Education & Training	5,000	5,000	12,117	7,000	7,000		7,000
1,030	500	517			52010	Lodging	500	500	2,000	2,000	2,000		2,000
4,048	1,200	1,109			52015	Meals	1,200	1,200	1,500	1,500	1,500		1,500
0	500	133			52018	Travel	500	500	750	750	0		0
						MISCELLANEOUS ITEMS							
2,165	5,000	2,719			52210	Dues & Assoc. Memberships	3,000	3,000	3,000	3,000	3,000		3,000
20	0	0			52220	Bank Fees	0	0	0	0	0		0
						Miscellaneous							
						MATERIALS AND SUPPLIES							
1,224	1,500	2,726			52510	Office Supplies	1,500	1,500	1,500	1,500	1,500		1,500
2,828	2,500	1,755			53540	Janitorial Supplies	2,500	2,500	2,500	2,500	2,500		2,500
4,166	6,000	4,559			53550	Vehicle Fuels	6,000	6,000	4,500	6,000	6,000		6,000
0	1,000	0			53552	Fuel Oil	1,000	1,000	1,000	1,000	1,000		1,000
418	1,600	859			53555	Lube Oil	1,600	1,600	1,000	1,500	1,500		1,500
3,012	4,000	3,635			53560	Vehicle & Equipment Supplies	4,000	4,000	4,000	4,000	4,000		4,000
1,661	1,500	1,469			51570	Uniform Purchases and Wearing Apparel	1,500	1,500	1,500	1,500	1,500		1,500
2,190	300	6,192			52580	Books, Subscriptions & Education	300	300	5,000	5,000	5,000		5,000
186,829	210,000	164,225			53610	Chemicals	210,000	210,000	180,000	210,000	210,000		210,000
						<i>Aluminum sulfate or polyaluminum sulfate (DelPac 1000)</i>							
							35,000						
						<i>Lime</i>	22,000						
						<i>Fluoride</i>	27,500						
						<i>Sodium Hypochlorite</i>	25,000						
						<i>Potassium/Sodium Permanganate</i>	25,000						
						<i>Corrosion Inhibitor</i>	15,000						
						<i>Copper Sulfate/BioSafe</i>	57,500						
						<i>Polymer</i>	3,000						
26,896	25,000	31,032			53650	Laboratory Supplies	30,000	30,000	30,000	30,000	30,000		30,000
4,915	3,500	7,881			52660	Operating Supplies	4,000	4,000	4,000	4,000	4,000		4,000
304	1,000	293			53670	Small Tools	1,000	1,000	1,000	1,000	1,000		1,000

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21	
										REQUEST	ADOPTED	AMENDED	
19,761	1,000	23,523			53675	Lake Pelham Adventure Supplies	8,000	8,000	8,000	8,000	0	0	
0	0	0					0	0	0	0	0	0	
						CAPITAL OUTLAYS							
4,793	40,000	10,124			77200	Machinery & Equipment	40,000	40,000	40,000	0	0	0	
0	0	0			77500	Vehicle Replacement	0	0	0	0	0	0	
8	0	448			77600	Computer Equipment	0	0	0	0	0	0	
0	0	0			77650	Computer Software	0	0	0	0	0	0	
					77900	Leased Equipment			0	0	0	0	
0	0	0			78956	Major Process Equipment Replacement	125,000	125,000	100,000	490,000	100,000	100,000	
						Replace Water Treatment Plant filter water distribution trough.	-						
						Replacement of major process equipment, if needed	100,000						
2,219,318	2,334,900	2,241,879				WATER TREATMENT	2,710,400	2,710,400	2,717,182	3,273,782	2,776,116	2,787,518	

WILLIAM THE FIRST OF BRITAIN (1760-1801)

The mission of the Environmental Services Department is to secure, maintain and provide reliable and safe water and wastewater services while exceeding all regulatory requirements. To do so in a cost effective manner to meet the present and future community needs while promoting economic development activities within our community and maintaining a high level of customer satisfaction.

Fiscal Year	Budget Amount
FY15	\$750,000
FY16	\$800,000
FY17	\$950,000
FY18	\$950,000
FY19	\$1,050,000
FY20	\$1,150,000
FY21	\$1,150,000

Total Budget Increase	\$	(84,676)
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Capital
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	ADOPTED	AMENDED
0	8,958,130	0		45600	Reserves		0	1,431,656	1,431,656	0	0	0	0
0	0	0		42150	Loan Proceeds		0	0	0	0	0	0	0
0	0	0		43845	Tap Fees - In Town		0	0	0	0	0	0	0
936,000	650,000	754,000		43846	Water Tap Fees - 5/8" Meter		650,000	650,000	650,000	520,000	390,000	390,000	390,000
0	9,906	19,806		43844	Water Tap Fees - 1" Meter		9,900	9,900	9,900	9,900	9,900	9,900	9,900
0	0	7,500		43848	Water Tap Fees - 1 1/2" Meter		0	0	30,000	0	0	0	0
0	0	15,000		43849	Water Tap Fees - 2" Meter		0	0	30,000	0	0	0	0
45,000	0	0		43880	Water Tap Fees - 3" Meter		0	0	0	0	0	0	0
0	0	30,000		43881	Water Tap Fees - 4" Meter		0	0	0	0	0	0	0
					Tap Fees - Out of Town								
57,340	0	0		42360	Interest on Investments (designated taps)		0	0	0	0	0	0	0
947,235	0	3,269,034		42063	Grant for Dam #11 Project-NRCS Grant		0	0	0	0	0	0	0
4,495,874	0	2,534,547		42064	Grant for Dam #50 Project-NRCS Grant		0	0	0	0	0	0	0
1,405,228	0	1,537,262		44765	State Grant		0	0	0	0	0	0	0
0	0	0		44950	Transfer from Reserves		0	0	0	0	0	0	0
0	0	0		42151	L&P-Principal		0	0	0	0	0	0	0
					L&P-Interest								
7,886,677	9,618,036	8,167,148			TOTAL REVENUES / OTHER SOURCES		659,900	2,091,556	2,151,556	529,900	399,900	399,900	
(295)	0	0			8959 DISINFECTION BYPRODUCT REDUCTION SERVICES - PURCHASED, SHARED, INTERNAL		0	0	0	165,000	0	0	0
				75216	Engineering Services								
					CAPITAL OUTLAYS								
				77010	Land Acquisition								
				77040	Infrastructure								
				77200	Machinery & Equipment								
					Retrofit new tank mixer for 1 MG West water storage tank to control disinfection by-product formation, particularly trihalomethanes, in accordance with VDH State waterworks regulations.								
(295)	-	-			DISINFECTION BYPRODUCT REDUCTION		0	0	0	165,000	0	0	0
1,695,186	415,397	14,996			8945 FUTURE WATER SUPPLY SOURCES SERVICES - PURCHASED, SHARED, INTERNAL		0	368,000	2,677	0	0	0	0
				75216	Engineering Services								

TOWN OF CULPEPER
Water - Capital
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21	
										REQUEST	ADOPTED	AMENDED	
1,695,186	415,397	14,996					0	368,000	2,677	0	0		0
0	50,000	99,815					0	0	0	0	0		0
0	50,000	99,815					0	0	0	0	0		0
1,640,781	4,666,733	4,700,378					0	375,000	6,023	0	0		0
1,640,781	4,666,733	4,700,378					0	375,000	6,023	0	0		0
7,976,599	3,027,338	2,085,999					0	200,000	38,371	0	0		0
7,976,599	3,027,338	2,085,999					0	200,000	38,371	0	0		0
89,240	50,000	87,902					0	0	0	0	0		0
89,240	50,000	87,902					0	0	0	0	0		0
19,095	131,313	165,805					0	0	2,897	0	0		0
19,095	131,313	165,805					0	0	2,897	0	0		0
0	0	0					100,000	100,000	100,000	200,000	200,000		200,000

TOWN OF CULPEPER
Water - Capital
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Capital
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
0	549,906	0		89960	Transfers to Reserves		559,900	559,900	559,900	164,900	199,900	199,900
					9990 CONTINGENCY - UNRESERVED							
				89990	Contingency							
-	549,906	-			TRANSFERS/CONTINGENCY		559,900	559,900	559,900	164,900	199,900	199,900
0												
13,689,810	9,618,036	7,376,402			TOTAL EXPENDITURES		659,900	2,091,556	1,273,649	529,900	399,900	399,900
											-	

TOWN OF CULPEPER
Wastewater - Fund Summary
FY21 BUDGET

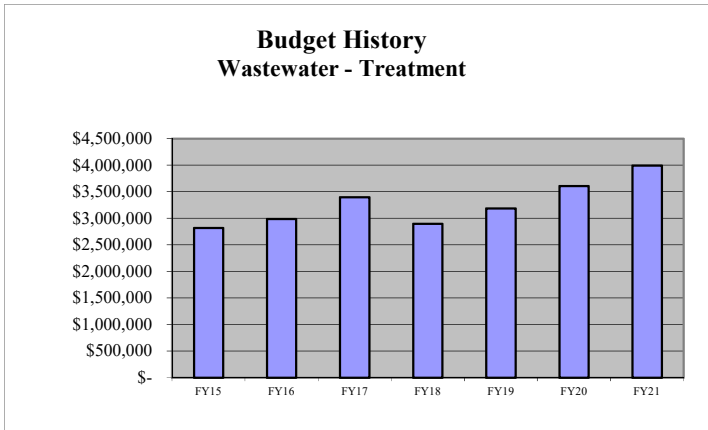
									FY21	FY21	
FY18	FY19	FY19				FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED
					OPERATING FUND:						
5,278,102	4,963,961	4,837,926			TOTAL W/W REVENUES / OTHER SOURCES	5,551,257	5,659,949	5,497,497	6,058,494	5,949,567	5,863,425
2,896,127	3,185,061	3,012,707		4700	TREATMENT	3,605,735	3,688,274	3,552,829	4,088,603	3,993,499	3,959,953
321,505	399,777	394,035		4800	COLLECTION	556,238	582,391	555,385	570,983	557,160	504,564
2,712,438	1,246,658	2,492,275		9900	DEBT SERVICE	1,239,374	1,239,374	1,239,374	1,241,344	1,241,344	1,241,344
134,610	132,465	132,465		9950	TRANSFERS	149,910	149,910	149,910	157,564	157,564	157,564
-	-	-		9990	CONTINGENCY	-	-	-	-	-	-
6,064,680	4,963,961	6,031,482			TOTAL EXPENDITURES	5,551,257	5,659,949	5,497,497	6,058,494	5,949,567	5,863,425
					REVENUES OVER (UNDER) EXPENDITURES	-	-	-	-	-	-
					CAPITAL FUND:						
1,515,504	1,177,215	1,249,500			TOTAL W/W CAPITAL FUND REVENUES	1,111,250	1,111,250	1,161,000	811,250	611,250	611,250
69,975	172,330	145,782		9030	I & I Rehabilitation Project	-	-	-	-	-	-
-	110,000	109,840		9065	Vehicle & Equipment Replacement	-	-	-	-	-	-
-	780,000	-		9950	Transfer to Operations	1,111,250	1,111,250	1,161,000	811,250	611,250	611,250
-	-	-			CONTINGENCY - RESERVED/UNRESERVED	-	-	-	-	-	-
69,975	1,062,330	255,622			TOTAL EXPENDITURES	1,111,250	1,111,250	1,161,000	811,250	611,250	611,250

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

FY18	FY19	FY19									FY21	FY21	
ACTUAL	AMENDED	ACTUAL									DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
0	0	0		45600	Reserves - Prior year balance		0	108,692	108,692	0	0	0	0
4,226,145	4,250,000	4,436,702		43280	Metered Sales - Wastewater		4,808,000	4,808,000	4,808,000	5,081,124	5,030,000	5,030,000	5,030,000
200	0	50		43310	After Hours Reconnection Fee		0	0	0	0	0	0	0
80,291	90,000	79,187		43320	Delinquent Fees		90,000	90,000	90,000	90,000	90,000	90,000	90,000
10,940	13,000	11,327		43330	Disconnect Fees		13,000	13,000	13,150	13,000	13,000	13,000	13,000
34,016	35,000	33,626		43370	Penalties		35,000	35,000	35,000	35,000	35,000	35,000	35,000
26,962	20,000	29,296		43375	Septage Receiving Fees		23,000	23,000	23,000	23,000	23,000	23,000	23,000
83,083	82,000	84,694		42000	AMR Surcharge		0	0	4,972	0	0	0	0
0	3,000	0		43580	Time & Material Charges - Misc.		3,000	3,000	3,000	3,000	3,000	3,000	3,000
1,351	3,000	8,782		43585	Time & Material Charges - Taps		3,000	3,000	8,880	3,000	3,000	3,000	3,000
(1,500)	500	2,250		41291	FOG permits		20,000	20,000	20,000	2,000	2,000	2,000	2,000
0	0	5,000		41292	Wastewater Discharge Permit		1,000	1,000	1,000	1,000	1,000	1,000	1,000
32,363	37,500	68,735		42360	Interest on Investments		125,000	125,000	85,000	85,000	40,000	40,000	40,000
7,689	0	62,441		42362	Interest Income - Investments		0	0	40,000	50,000	30,000	30,000	30,000
0	0	0		45525	Insurance Claims/Recoveries		0	0	0	0	0	0	0
0	0	0		45540	Reimbursements, Rebates & Recoveries		0	0	0	0	0	0	0
0	0	0		45550	Miscellaneous		0	0	0	0	0	0	0
776,563	0	0		45560	Developer Contributions		0	0	0	0	0	0	0
0	0	526		44580	Sale of Salvage & Surplus Materials		0	0	0	0	0	0	0
0	1,000	15,310		44585	Sale of Surplus Equipment		1,000	1,000	1,000	1,000	1,000	1,000	1,000
0	0	0		44586	Sale of Capital Assets		0	0	0	0	0	0	0
0	0	0		44565	Used Oil Proceeds		0	0	0	0	0	0	0
0	428,961	0		44960	Transfer from Reserves		429,257	429,257	255,804	671,370	678,567	592,425	592,425
5,278,102	4,963,961	4,837,926			TOTAL REVENUES / OTHER SOURCES		5,551,257	5,659,949	5,497,497	6,058,494	5,949,567	5,863,425	5,863,425

Mission:
The mission of the Environmental Services Department is to secure, maintain and provide reliable and safe water and wastewater services while exceeding all regulatory requirements. To do so in a cost effective manner to meet the present and future community needs while promoting economic development activities within our community and maintaining a high level of customer satisfaction.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>YE Proj</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	15	15	15	15.4	15.4	15.4
Expenditures						
Personnel	1,163,017	1,275,844	1,291,906	1,258,020	1,243,211	1,243,211
Operating	1,801,879	1,929,891	1,805,923	1,955,583	1,920,288	1,920,288
Capital Outlay	<u>47,812</u>	<u>400,000</u>	<u>455,000</u>	<u>875,000</u>	<u>830,000</u>	<u>830,000</u>
Total Expenditures	3,012,707	3,605,735	3,552,829	4,088,603	3,993,499	3,993,499

Total Budget Increase	\$	387,764
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\$ 387,764

MGR PROPOSED CHANGES FROM MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$23,977
SOCIAL SECURITY TAX	-\$1,400
MEDICARE TAX	-\$335
HEALTH INSURANCE	-\$4,023
VRS DISABILITY INSURANCE	-\$65
VRS GROUP LIFE INSURANCE	-\$96
VRS RETIREMENT	-\$2,392
BILLING & ADMIN SUPPORT	-\$33,983
ENGINEERING SERVICES	-\$15,000
TRAVEL	-\$500
VEHICLE REPLACEMENT	-\$45,000
WASTEWATER TREATMENT Total	-\$126,771

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

											FY21	FY21	
FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED	
						Replacement of one biosolids centrifuge with a screw press or other technology. Existing centrifuge is over 35 years old and is unreliable and difficult to find replacement parts since this old technology is considered obsolete.	450,000						
						Replacement of wastewater treatment plant screen house structure due to severe damage from corrosion.	250,000						
						Replacement of major process equipment, if needed.	75,000						
2,896,127	3,185,061	3,012,707				WASTEWATER TREATMENT		3,605,735	3,688,274	3,552,829	4,088,603	3,993,499	3,959,953

The mission of the Environmental Services Department is to secure, maintain and provide reliable and safe water and wastewater services while exceeding all regulatory requirements. To do so in a cost effective manner to meet the present and future community needs while promoting economic development activities within our community and maintaining a high level of customer satisfaction.

Fiscal Year	Budget Amount
FY15	\$270,000
FY16	\$300,000
FY17	\$330,000
FY18	\$320,000
FY19	\$400,000
FY20	\$550,000
FY21	\$550,000

Budget & Staffing Summary						
Category	FY19 <u>Actual</u>	FY20 <u>Adopted</u>	FY20 <u>YE Proj</u>	FY21 <u>Dept Request</u>	FY21 <u>Mgr Proposed</u>	FY21 <u>Adopted</u>
Authorized Persons	4	4	4	5.2	5.2	5.2
Expenditures						
Personnel	238,859	298,038	298,038	307,878	294,055	294,055
Operating	155,176	106,700	105,847	107,105	107,105	107,105
Capital Outlay	-	151,500	151,500	156,000	156,000	156,000
Total Expenditures	394,035	556,238	555,385	570,983	557,160	557,160

MGR PROPOSED CHANGES FROM MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$6,551
SALARIES-PART-TIME	-\$11,000
SOCIAL SECURITY TAX	-\$361
MEDICARE TAX	-\$94
HEALTH INSURANCE	-\$752
VRS DISABILITY INSURANCE	-\$17
VRS GROUP LIFE INSURANCE	-\$28
VRS RETIREMENT	-\$612
WASTEWATER COLLECTION Total	-\$19,415

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

FY18	FY19	FY19						FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
4,736	4,900	3,525		55840	Motor Vehicle Insurance			4,900	4,900	3,291	3,390	3,390	3,390
				52660	License & Permit Bond								
2,669	2,500	1,502		51920	Education & Training			2,500	2,500	2,500	2,500	2,500	2,500
0	200	230		52010	Lodging			300	300	300	300	300	300
12	200	0		52015	Meals			200	200	200	200	200	200
0	0	0		52018	Travel			0	0	0	0	0	0
					MISCELLANEOUS ITEMS								
3,696	0	3,353		52295	Bad Debt Expense			0	0	849	2,000	2,000	2,000
					Miscellaneous								
					MATERIALS AND SUPPLIES								
179	400	173		52510	Office Supplies			400	400	400	400	400	400
80	200	0		53540	Janitorial Supplies			200	200	200	200	200	200
12,463	15,000	12,954		53550	Vehicle Fuels			15,000	15,000	15,000	15,000	15,000	15,000
268	400	410		53555	Lube Oil			400	400	400	400	400	400
14,576	11,000	6,809		53560	Vehicle & Equipment Supplies			10,000	10,000	10,000	10,000	10,000	10,000
716	1,000	1,636		51570	Uniform Purchases and Wearing Apparel			1,500	1,500	1,500	1,500	1,500	1,500
1,263	2,500	2,545		52660	Operating Supplies			2,500	2,500	2,500	2,500	2,500	2,500
528	8,000	6,026		53670	Small Tools			8,000	8,000	8,000	8,000	8,000	8,000
					CAPITAL OUTLAYS								
13,622	1,500	0		77200	Machinery & Equipment			1,500	1,500	1,500	1,500	1,500	1,500
0	0	0		77300	Furniture and Fixtures			0	0	0	0	0	0
0	0	0		77500	Vehicle Replacement			0	0	0	0	0	0
				77900	Leased Equipment					0	0	0	0
0	0	0		79030	I & I Rehabilitation			150,000	176,153	150,000	154,500	154,500	154,500
0	0	0		79035	Major Process Upgrade			0	0	0	0	0	0
321,505	399,777	394,035			WASTEWATER COLLECTION			556,238	582,391	555,385	570,983	557,160	504,564

TOWN OF CULPEPER
Wastewater - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastwater - Capital
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Wastwater - Capital
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21			
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21	FY21	FY21
										REQUEST	ADOPTED	AMENDED		
						7500	Vehicle Replacement							
						7200	Machinery & Equipment							
0	110,000	109,840				VEHICLE & EQUIPMENT REPLACEMENT		-	-	-	-	-	-	-
24,426	114,885	54,760				9035 MAJOR PROCESS UPGRADE - WPCF		0	0	0	0	0	0	0
						CAPITAL OUTLAYS								
						77040	Infrastructure							
						77200	Machinery & Equipment						0	
24,426	114,885	54,760				MAJOR PROCESS EQUIP UPGRADE		-	-	-	-	-	-	-
69,975	1,062,330	255,622				sub-total all capital projects		0	0	0	0	0	0	0
						9950 Transfers								
0	780,000	0				89960	Transfer to Reserves	1,111,250	1,111,250	1,161,000	811,250	611,250	611,250	
0	780,000	0				Transfers		1,111,250	1,111,250	1,161,000	811,250	611,250	611,250	
						9990 CONTINGENCY - UNRESERVED								
0						89990	Contingency-Reserved	0	0	0	0	0	0	0
						Unreserved								
0	0	0				CONTINGENCY		-	-	0	0	-	-	-
69,975	1,062,330	255,622				TOTAL EXPENDITURES		1,111,250	1,111,250	1,161,000	811,250	611,250	611,250	
													-	

TOWN OF CULPEPER
Light & Power - Fund Summary
FY21 BUDGET

FY18	FY19	FY19				FY20	FY20	PROJECTED	FY21	FY21
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	DEPT	COUNCIL
									REQUEST	ADOPTED
										AMENDED
					OPERATING FUND:					
12,530,499	12,866,200	13,085,818			TOTAL LIGHT AND POWER FUND REVENUES	13,323,246	13,323,246	13,354,499	13,892,800	13,673,300
1,102,269	1,142,842	1,135,144		5600	ADMINISTRATION	1,240,784	1,240,784	1,238,815	1,294,382	1,268,171
7,279,456	7,667,282	7,175,553		5700	GENERATION	8,092,735	8,092,735	8,106,051	8,637,788	8,637,064
1,456,605	1,755,499	1,565,365		5800	DISTRIBUTION	1,983,946	1,983,946	2,047,983	2,348,728	1,931,124
1,541,110	518,348	1,430,816		9900	DEBT SERVICE	528,242	528,242	470,551	467,946	467,946
367,860	1,782,229	368,700		9950	TRANSFERS	1,477,539	1,477,539	1,491,099	1,143,956	1,368,995
-	-	-		9990	CONTINGENCY	-	-	-	-	-
11,747,300	12,866,200	11,675,577			TOTAL EXPENDITURES	13,323,246	13,323,246	13,354,499	13,892,800	13,673,300
783,198	-	1,410,241			REVENUES OVER (UNDER) EXPENDITURES	-	-	-	-	-
					CAPITAL FUND:					
-	483,235	-			TOTAL L&P CAPITAL FUND REVENUES	-	129,684	129,684	-	-
82,050	142,000	250,193		8810	DISTRIBUTION SYSTEM IMPRVMTS	-	-	-	-	-
31,353	51,235	31,353		9209	FINANCIAL SYSTEM UPGRADE	-	39,684	39,684	-	-
42,444	90,000	42,444		8825	LED STREETLIGHTING	-	-	-	-	-
34,230	-	34,230		9010	SUBSTATION UPGRADES	-	-	-	-	-
-	200,000	-		8900	DISTRIBUTION 4KV SYS CHANGEOUT	-	90,000	90,000	-	-
190,077	483,235	358,219			Total Capital Expenditures	-	129,684	129,684	-	-
-	-	-			CONTINGENCY - UNRESERVED	-	-	-	-	-
190,077	483,235	358,219			TOTAL EXPENDITURES	-	129,684	129,684	-	-

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

[illegible]

To continue to provide the most reliable, efficient and cost effective electric services to the town citizens, our customers.



Budget & Staffing Summary

Total Budget Increase	\$	27,386
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MGR PROPOSED CHANGES FROM MARCH 12, 2020 FY21 DRAFT BUDGET

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

SALARIES-REGULAR	-\$5,312
SOCIAL SECURITY TAX	-\$322
MEDICARE TAX	-\$75
HEALTH INSURANCE	-\$459
VRS GROUP LIFE INSURANCE	-\$18
VRS RETIREMENT	-\$485
BILLING & ADMIN SUPPORT	-\$42,866
TRAVEL	-\$500
ELECTRIC ADMINISTRATION Total	-\$50,037

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

FY18	FY19	FY19						FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
			5600-ELECTRIC ADMINISTRATION										
			PERSONNEL - WAGES & BENEFITS										
160,554	164,404	170,561		50010	Salaries			174,041	174,041	174,041	175,206	175,206	179,406
59	500	492		50020	Salaries - Overtime			500	500	500	500	500	500
9,683	9,857	10,331		50110	Social Security Tax			10,455	10,455	10,455	10,489	10,519	10,780
2,265	2,306	2,416		50120	Medicare Tax			2,446	2,446	2,446	2,453	2,461	2,522
22,868	23,037	23,065		50130	Health Insurance			23,037	23,037	23,037	25,340	23,499	23,499
5,389	0	(8,903)		50132	OPEB Health Insurance			0	0	-	0	0	0
17,033	16,622	16,945		50140	VRS Retirement			17,597	17,597	17,597	19,467	19,572	20,041
2,077	2,154	2,196		50145	VRS Group Life Insurance			2,281	2,281	2,281	2,296	2,348	2,405
0	0	0		50150	VRS Disability Insurance			0	0	-	0	0	0
1,170	1,378	906		50160	Worker's Comp. Insurance			1,512	1,512	1,512	1,152	1,152	1,152
			SERVICES - PURCHASED, SHARED, INTERNAL										
0	300	0		50210	Health & Medical Services			100	100	100	100	100	100
0	1,500	0		53230	R&M - Building & Grounds			1,000	1,000	1,000	1,000	1,000	1,000
0	0	0		53245	R&M - Vehicle			0	0	-	0	0	0
8,418	0	5,510		53250	Maintenance Service Contract			15,000	15,000	15,000	2,500	2,500	2,500
					Pitney Bowes	1,500							
					ESI - Copier	1,000							
4,582	533	0		52400	Printing and Binding			500	500	500	500	500	500
0	500	351		52410	Advertising			0	0	-	0	0	0
836,302	894,016	894,016		52520	Billing and Administrative Services			968,780	968,780	968,780	1,030,778	1,006,713	1,006,713
1,000	1,000	1,000		53520	Motor Pool			1,000	1,000	1,000	1,000	1,000	1,000
			OTHER CHARGES										
15,407	3,800	(1,364)		52710	Postal Services			3,000	3,000	1,500	1,500	1,500	1,500
1,986	4,000	2,795		52720	Telecommunications			3,500	3,500	3,500	3,500	3,500	3,500
1,559	1,610	1,161		55840	Motor Vehicle Insurance			1,610	1,610	1,141	1,176	1,176	1,176
174	500	272		52015	Meals			500	500	500	500	500	500
0	500	117		52018	Travel			500	500	500	500	0	0
			MISCELLANEOUS ITEMS										
10,035	10,000	11,688		52210	Dues & Assoc. Memberships			11,000	11,000	11,000	12,000	12,000	12,000
0	0	0		52220	Bank Fees			0	0	-	0	0	0
				56295	Bad Debt								
17	0	0		56299	Miscellaneous			0	0	-	0	0	0
			MATERIALS AND SUPPLIES										
0	500	574		52510	Office Supplies			0	0	-	0	0	0

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

[illegible]

To continue to provide the most reliable, efficient and cost effective electric services to the town citizens, our customers.

Fiscal Year	Budget Amount (\$)
FY15	8,300,000
FY16	7,000,000
FY17	7,200,000
FY18	7,100,000
FY19	7,500,000
FY20	7,400,000
FY21	8,500,000

Total Budget Increase	\$	544,330
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See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

FY18	FY19	FY19											FY21	FY21		
ACTUAL	AMENDED	ACTUAL						FY20	FY20	PROJECTED			DEPT	COUNCIL	FY21	
								ADOPTED	AMENDED	FY20			REQUEST	ADOPTED	AMENDED	
				MATERIALS AND SUPPLIES												
0	0	0		53550 Vehicle Fuels				0	0	-			0	0		0
(16,530)	25,000	20,573		53552 Fuel Oil				20,000	20,000	65,000			80,000	80,000		80,000
0	1,500	0		53555 Lube Oil				1,500	1,500	1,500			1,500	1,500		1,500
0	0	0		53560 Vehicle & Equipment Supplies				0	0	-			0	0		0
472	1,000	264		51570 Uniform Purchases and Wearing Apparel				1,500	1,500	1,000			1,000	1,000		1,000
0	3,000	0		52580 Books, Subscriptions & Education				0	0	-			500	500		500
7,063,739	7,380,000	7,080,570		56620 Electricity Purchased				7,802,195	7,802,195	7,802,195			8,382,153	8,382,153		8,382,153
				VMEA - GDS Projections (Includes true up for NUG Utility Retirement)												
2	0	300		52660 Operating Supplies				0	0	324			0	0		0
300	500	0		53670 Small Tools				200	200	200			200	200		200
				CAPITAL OUTLAYS												
0	0	0		79010 Substation Upgrades				0	0	-			0	0		0
0	0	0		77500 Vehicle Replacement				0	0	-			0	0		0
				77900 Leased Equipment						-			0	0		0
7,279,456	7,667,282	7,175,553		ELECTRIC GENERATION				8,092,735	8,092,735	8,106,051			8,637,788	8,637,064		8,634,587

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To continue to provide the most reliable, efficient and cost effective electric services to the town citizens, our customers.

Fiscal Year	Budget Amount
FY15	\$1,350,000
FY16	\$1,500,000
FY17	\$1,480,000
FY18	\$1,420,000
FY19	\$1,750,000
FY20	\$1,980,000
FY21	\$2,350,000

Total Budget Increase	\$	(52,822)
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SALARIES-REGULAR	-\$27,152
SOCIAL SECURITY TAX	-\$1,654
MEDICARE TAX	-\$385
HEALTH INSURANCE	-\$2,137
VRS DISABILITY INSURANCE	-\$66
VRS GROUP LIFE INSURANCE	-\$87
VRS RETIREMENT	-\$2,484
MACHINERY & EQUIPMENT	-\$45,000
NEW LINES & CUSTOMERS	-\$10,000
R&M-BUILDING & GROUNDS	-\$10,000
R&M-VEHICLE	-\$3,500
RIGHT OF WAY CLEARING	-\$15,000
SMALL TOOLS	-\$5,000

See FY21 Budget Amendment starting on page 1 for changes associated with the FY21 Amended Budget.

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

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TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

FY18	FY19	FY19									FY21	FY21	
ACTUAL	AMENDED	ACTUAL									DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
						VMDEA	2,400						
4,028	7,000	5,341		53271	OH Line Agreement		7,000	7,000	7,000	7,000	7,000	7,000	7,000
0	0	0		52410	Advertising		0	0	-	0	0	0	0
7,549	7,500	12,942		51451	Uniform Rentals		15,000	15,000	15,000	18,000	18,000	18,000	18,000
						Rental cost for fire retardant clothing, current and future L&P staff							
49,000	50,000	50,000		53520	Motor Pool		50,000	50,000	50,000	50,000	50,000	50,000	50,000
6,430	7,500	7,500		53525	Mowing, mulching, trimming		7,500	7,500	7,500	7,500	7,500	7,500	7,500
						OTHER CHARGES							
15,625	15,000	14,285		55620	Heating Services		15,000	15,000	15,000	15,000	15,000	15,000	15,000
670	700	454		55630	Water Services		700	700	400	400	400	400	400
729	600	262		53640	Sewage Services		400	400	200	200	200	200	200
300	1,000	479		53660	Disposal Fees		500	500	500	500	500	500	500
3,264	4,000	4,564		52675	Miss Utility Tickets		6,000	6,000	6,000	6,000	6,000	6,000	6,000
88	100	164		52710	Postal Services		200	200	200	200	200	200	200
20,115	15,000	15,837		52720	Telecommunications		15,000	15,000	15,000	16,000	15,000	15,000	15,000
789	810	655		55810	Boiler & Machinery Insurance		850	850	541	557	557	557	557
					Fire / Property Insurance								
					Contractor's Equipment Insurance								
9,701	9,990	7,221		55840	Motor Vehicle Insurance		10,200	10,200	6,571	6,769	6,769	6,769	6,769
					General Liability Insurance								
1,285	7,500	(6)		51920	Education & Training		20,000	20,000	20,000	24,000	24,000	24,000	24,000
						Lineman school training for 4 employees							
						Substation school for 2 employees							
						Safety training for department staff							
4,629	5,000	3,063		52010	Lodging		5,000	5,000	5,000	5,000	5,000	5,000	5,000
1,590	2,000	1,121		52015	Meals		3,000	3,000	3,000	3,000	3,000	3,000	3,000
213	500	0		52018	Travel		0	0	500	500	0	0	0
0	0	0					0	0	-	0	0	0	0
0	0	0					0	0	-	0	0	0	0
						MISCELLANEOUS ITEMS							
3,901	15,000	10,963		52295	Bad Debt Expense		0	0	7,203	15,000	15,000	15,000	15,000
					Miscellaneous								

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

FY18	FY19	FY19						FY20	FY20	PROJECTED	FY21	FY21		
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21	
											REQUEST	ADOPTED	AMENDED	
1,040	2,000	520		52510	Office Supplies			2,500	2,500	2,500	2,500	2,500	2,500	2,500
8	500	46		52530	Medical Supplies			300	300	300	300	300	300	300
6	300	0		53540	Janitorial Supplies			200	200	200	200	200	200	200
17,863	20,000	19,339		53550	Vehicle Fuels			20,000	20,000	20,000	20,000	20,000	20,000	20,000
811	1,500	570		53555	Lube Oil			1,500	1,500	1,500	1,500	1,500	1,500	1,500
9,862	15,000	9,354		53560	Vehicle & Equipment Supplies			15,000	15,000	15,000	15,000	15,000	15,000	15,000
16,052	18,000	19,473		51570	Uniform Purchases and Wearing Apparel			18,000	18,000	18,000	20,000	15,000	15,000	15,000
11,264	20,000	5,932		52580	Books, Subscriptions & Education			6,000	6,000	10,000	12,000	12,000	12,000	12,000
15,781	20,000	22,080		53630	Meter Purchases			25,000	25,000	55,000	40,000	40,000	40,000	40,000
4,480	3,500	4,104		52660	Operating Supplies			6,500	6,500	3,000	5,000	5,000	5,000	5,000
14,037	20,000	20,125		53670	Small Tools			20,000	20,000	20,000	25,000	20,000	20,000	15,000
1,059	5,000	567		53680	Traffic Signals & Signs			2,000	2,000	2,000	3,000	3,000	3,000	3,000
4,817	20,000	15,012		77200	Machinery & Equipment			0	0	-	55,000	10,000	0	0
0	0	0		77500	Vehicle Replacement			100,000	100,000	100,000	315,000	0	0	0
1,691	5,000	895		77600	Computer Equipment			2,000	2,000	2,000	2,000	2,000	2,000	2,000
					Misc. computer equip.									
30	1,000	30		77650	Computer Software			500	500	500	500	500	500	500
41,496	25,000	28,714		77720	New Lines & Customers			25,000	25,000	25,000	25,000	15,000	15,000	15,000
30,716	25,000	36,259		77730	Street & Yard Light Upgrades			15,000	15,000	15,000	20,000	20,000	20,000	20,000
				77900	Leased Equipment					-	0	0	0	0
0	0	0		78810	Distribution System Improvements			149,100	149,100	149,100	156,555	156,555	156,555	156,555
					Moved from Capital									
1,456,605	1,755,499	1,565,365						1,983,946	1,983,946	2,047,983	2,348,728	1,931,124	1,938,928	1,938,928

TOWN OF CULPEPER
Light & Power - Operating
FY21 BUDGET

[illegible]

TOWN OF CULPEPER
Light & Power - Capital
FY21 BUDGET

FY18	FY19	FY19									FY21	FY21	
ACTUAL	AMENDED	ACTUAL									DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
0	0	0		42151	Loan Proceeds		0	0	0	0	0	0	0
0	343,235	0		45600	Reserves - Prior Year Balance		0	129,684	129,684	0	0	0	0
					Unreserved-transfer from capital fund								
					Reserved-loan proceeds from prior year								
					Reserves - AMR Cost Recovery								
0	0	0		42360	Interest on Investments		0	0	0	0	0	0	0
0	0	0		44760	Bulk Feed Installations		0	0	0	0	0	0	0
0	140,000	0		44950	Transfer from Reserves		0	0	0	0	0	0	0
0	0	0		89960	Transfer to Capital Fund from Operations		0	0	0	0	0	0	0
-	483,235	-			TOTAL REVENUES / OTHER SOURCES		-	129,684	129,684	-	-	-	-
82,050	142,000	250,193			8810-DISTRIBUTION SYSTEM IMPROVEMENTS		0	0	0	0	0	0	0
					SERVICES - PURCHASED, SHARED, INTERNAL								
				75215	Contract Services								
				75216	Engineering Services								
					CAPITAL OUTLAYS								
				77040	Infrastructure								
				77200	New lines & customers								
				77200	Machinery & Equipment								
					Moved to Operating								
82,050	142,000	250,193			DISTRIBUTION SYSTEM IMPROVEMENTS		-	-	-	-	-	-	-
31,353	51,235	31,353			9209 FINANCIAL SYSTEM UPGRADE		0	39,684	39,684	0	0	0	0
					CAPITAL OUTLAYS								
				7600	Computer Hardware								
				7650	Computer Software								
31,353	51,235	31,353			FINANCIAL SYSTEM UPGRADE		-	39,684	39,684	-	-	-	-
0	200,000	0			8900 DISTRIBUTION 4KV SYS CHANGEOUT		0	90,000	90,000	0	0	0	0
					CAPITAL OUTLAYS								
				77200	Machinery & Equipment								
					Purchase of Transformers and Misc Equipment								
0	200,000	0			DISTRIBUTION 4KV SYS CHANGEOUT		-	90,000	90,000	-	-	-	-

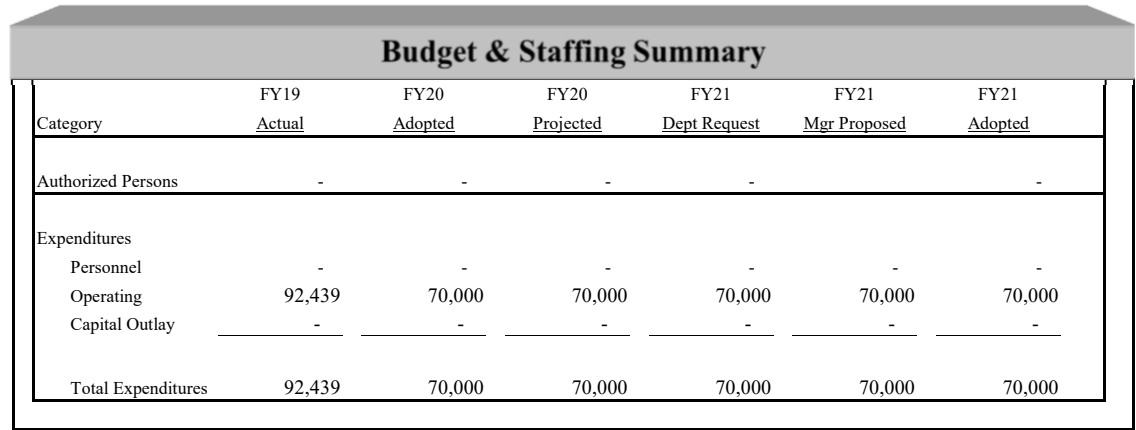
TOWN OF CULPEPER
Light & Power - Capital
FY21 BUDGET

FY18	FY19	FY19									FY21	FY21	
ACTUAL	AMENDED	ACTUAL									DEPT	COUNCIL	FY21
											REQUEST	ADOPTED	AMENDED
42,444	90,000	42,444	8825	LED STREETLIGHTING			0	0	0	0	0	0	0
				CAPITAL OUTLAYS									
				77200	Machinery & Equipment								
42,444	90,000	42,444		LED STREETLIGHTING			-	-	-	-	-	-	-
34,230	0	34,230	9010	SUBSTATION UPGRADES			0	0	0	0	0	0	0
				SERVICES - PURCHASED SHARED, INTERNAL									
				75216	Engineering Services								
				CAPITAL OUTLAYS									
				77040	Infrastructure								
				77200	Machinery & Equipment								
34,230	0	34,230		SUBSTATION UPGRADES			-	-	-	-	-	-	-
190,077	483,235	358,219		sub-total of all capital projects			-	129,684	129,684	-	-	-	-
				9990-CONTINGENCY - UNRESERVED									
				89990	Contingency - Reserved								
				89991									
0	0	0		CONTINGENCY - UNRESERVED			-	-	-	-	-	-	-
190,077	483,235	358,219		TOTAL EXPENDITURES			-	129,684	129,684	-	-	-	-

TOWN OF CULPEPER
Cemetery Perpetual Care - Fund Summary
FY21 BUDGET

FY18	FY19	FY19				FY20	FY20	PROJECTED	FY21	FY21
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	DEPT	COUNCIL
									REQUEST	ADOPTED
										AMENDED
63,779	927,700	92,439			TOTAL CEMETERY PERPETUAL CARE FUND REVENUES	1,027,150	1,027,150	1,027,150	70,000	70,000
-	927,700	-				1,027,150	1,027,150	1,027,150	70,000	70,000
-	927,700	-			TOTAL EXPENDITURES	1,027,150	1,027,150	1,027,150	70,000	70,000

← CEMETERY PERKSTONE CIRCLE ONE →



Town of Culpeper FY21 Amended Budget-June 9, 2020

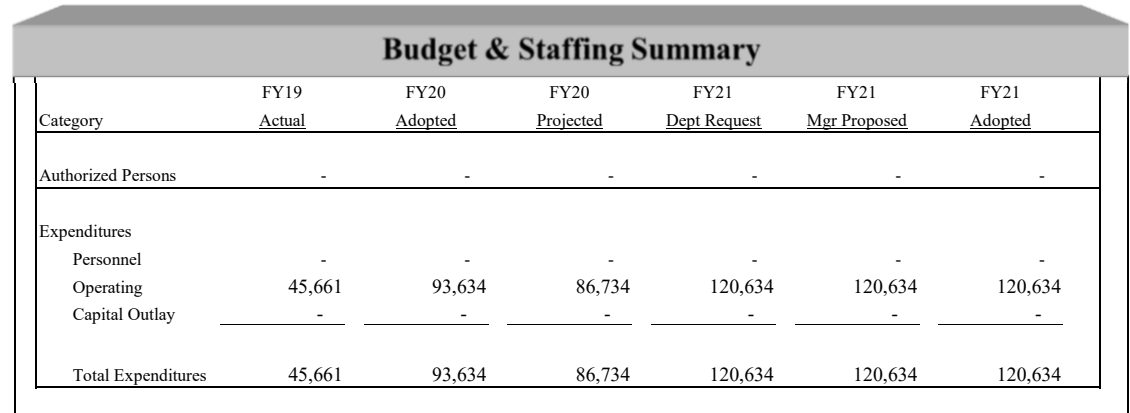
TOWN OF CULPEPER
Cemetery Perpetual Care - Operating
FY21 BUDGET

FY18	FY19	FY19								FY21	FY21	
ACTUAL	AMENDED	ACTUAL								DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
0	870,200	0		45600	Reserves		957,150	957,150	957,150	0	0	0
10,889	7,500	22,889		42360	Interest on Investments		20,000	20,000	20,000	20,000	20,000	20,000
52,890	50,000	69,500		44502	Cemetery Lot Sales		50,000	50,000	50,000	50,000	50,000	50,000
0	0	50		42504	Contributions		0	0	0	0	0	0
63,779	927,700	92,439			TOTAL REVENUES / OTHER SOURCES		1,027,150	1,027,150	1,027,150	70,000	70,000	70,000
0	927,700	0		89990	Contingency		1,027,150	1,027,150	1,027,150	70,000	70,000	70,000
0	927,700	0			CONTINGENCY		1,027,150	1,027,150	1,027,150	70,000	70,000	70,000
-	927,700	-			TOTAL EXPENDITURES		1,027,150	1,027,150	1,027,150	70,000	70,000	70,000

TOWN OF CULPEPER
Parking Authority - Fund Summary
FY21 BUDGET

									FY21	FY21	
FY18	FY19	FY19				FY20	FY20	PROJECTED	DEPT	COUNCIL	FY21
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY20	REQUEST	ADOPTED	AMENDED
					OPERATING FUND:						
49,093	64,410	56,587			TOTAL PARKING AUTHORITY FUND REVENUES	93,634	93,634	86,784	120,634	120,634	55,634
43,688	64,410	45,661		8700	PARKING AUTHORITY	93,634	93,634	86,734	120,634	120,634	55,634
-	-	-		9990	CONTINGENCY	-	-			-	
43,688	64,410	45,661			TOTAL EXPENDITURES	93,634	93,634	86,734	120,634	120,634	55,634

Budget and Staff Resources:



Town of Culpeper FY21 Amended Budget-June 9, 2020

TOWN OF CULPEPER
Parking Authority - Operating
FY21 BUDGET

FY18	FY19	FY19								FY21	FY21		
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	PROJECTED FY20	DEPT REQUEST	COUNCIL ADOPTED	FY21 AMENDED	
				RESERVE BALANCES									
				45600	Reserves								
				FINES AND FORFEITURES									
3,873	5,000	5,647		47340	Parking Fines		6,000	6,000	6,000	5,000	5,000	5,000	5,000
				CHARGES FOR SERVICES									
44,290	40,000	49,035		47260	Parking - Leased Spaces		50,000	50,000	55,000	55,000	55,000		0
0	0	100		47262	Parking Lot Rental		500	500	500	500	500		500
0	100	0		47264	Parking - On Street Permits		100	100	100	100	100		100
10	0	0		47265	Parking - Duplicate Tags		0	0	0	0	0		0
920	0	1,805		47270	Parking - One Day Pass		0	0	300	500	500		500
0	0	0		45550	Miscellaneous		0	0	0	0	0		0
				GRANT/REVENUE FROM GOVT									
					Grant-Local Govt								
0	19,310	0		44960	Transfer from General Fund Reserves		37,034	37,034	24,884	59,534	59,534		49,534
49,093	64,410	56,587		TOTAL REVENUES / OTHER SOURCES			93,634	93,634	86,784	120,634	120,634		55,634
				8700-PARKING AUTHORITY									
0							0	0	0	0			
				SERVICES - PURCHASED, SHARED, INTERNAL									
3,574	10,000	45		53249	R&M - Misc. / Other		40,000	40,000	40,000	69,200	69,200		4,200
					Paving E. Cameron St. Lot	40,000							
					Paving E. Culpeper St Lot	25,000							
					Sign Replacement	4,200							
29,317	42,000	35,641		53250	Maintenance Service Contract		42,000	42,000	35,000	40,000	40,000		40,000
					Contract with Public Works								
8,241	9,560	8,348		53270	Rental of Street Lights		8,634	8,634	8,634	8,634	8,634		8,634
448	1,000	407		52400	Printing and Binding		1,000	1,000	1,000	500	500		500
					Advertising								
					Parking Authority Recovery Services								
0	0	0					0	0	0	0	0		0
				OTHER CHARGES									
					Electrical Services								
312	300	181		52710	Postal Services		400	400	400	400	400		400
1,546	1,550	550		55860	Public Official Liability		1,600	1,600	1,550	1,600	1,600		1,600
0	0	0		55946	Lease-Parking Spaces (Ann Wingfield)		0	0	0	0	0		0
					Lodging								
0	0	0		52015	Meals		0	0	0	0	0		0
0	0	0					0	0	0	0	0		0
				MISCELLANEOUS ITEMS									
					Dues & Assoc. Memberships								
250	0	490		52295	Bad Debt Expense		0	0	150	300	300		300
					Office Supplies								

TOWN OF CULPEPER
Parking Authority - Operating
FY21 BUDGET

FY18	FY19	FY19					FY20	FY20	PROJECTED	FY21	FY21	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY20	DEPT	COUNCIL	FY21
										REQUEST	ADOPTED	AMENDED
0	0	0		52660	Books, Subscriptions & Education		0	0	0	0	0	0
					Operating Supplies							
					CAPITAL OUTLAY							
				77900	Leased Equipment					0	0	
43,688	64,410	45,661			PARKING AUTHORITY		93,634	93,634	86,734	120,634	120,634	55,634

TOWN OF CULPEPER
Parking Authority - Operating
FY21 BUDGET

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