
TOWN OF CULPEPER

FY22 BUDGET

Adopted May 11, 2021
(July 1, 2021 - June 30, 2022)



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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RESOLUTION

ADOPTING THE FY2022 BUDGET

Resolution No. R-2021-009

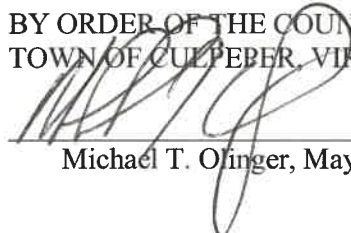
WHEREAS, the Council of the Town of Culpeper, Virginia, has presented a balanced budget for FY22, beginning July 1, 2021, and ending June 30, 2022; and

WHEREAS, the FY22 budget totals \$45,935,468.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Culpeper, Virginia, hereby adopts the FY22 budget to be effective July 1, 2021 through June 30, 2022.

ADOPTED this 11th day of May 2021.

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



Michael T. Olinger, Mayor

Attest:



Kimberly D. Allen, Town Clerk

MOTION: Reaves

SECOND: Russell

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

Nays: Brown

Absent from Vote: None

Absent from Meeting: None



RESOLUTION

TO ADOPT AND APPROPRIATE THE ANNUAL OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022 IN THE AMOUNT OF \$45,935,468

Resolution No. R-2021-011

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, 2021 - June 30, 2022:

GENERAL FUND	
Town Council	\$200,716
Town Manager	\$138,558
Town Clerk	\$335,920
Human Resources	\$336,680
Town Attorney	\$100,260
Independent Auditor	\$77,500
Treasurer	\$1,459,813
Risk Management	\$97,047
Information Technology	\$1,808,777
Motor Pool	\$348,997
Police	\$5,707,417
Police - Drug Fund	\$15,000
E911 Operations Center	\$449,619
Volunteer Fire Services	\$158,000
Volunteer Rescue Services	\$25,000
Virginia Regional Transit	\$133,761
General Engineering	\$200,067
Streets	\$2,662,258
Snow & Ice Removal	\$57,300
Traffic Engineering	\$198,155
Sanitation	\$691,122
General Properties	\$609,179
Culpeper Media Network	\$237,590
Parks & Recreation	\$412,569
Cemetery	\$55,900
Planning & Community Development	\$785,107
Visitors Center	\$65,984
Tourism	\$583,477
Economic Development	\$216,738

General Fund Debt Service	\$1,504,996
Subtotal GF Operations	\$19,673,507
Transfer to Sanitation Equipment Replacement Fund	\$(139,000)
Transfer to Capital Reserve Fund	\$225,756
Transfer to Parking Authority	\$52,300
Transfer to Special tax districts	\$22,912
Total General Fund Operations	\$19,835,475
GENERAL FUND CAPITAL	
Capital Projects	\$296,500
Total GF Capital Fund	\$296,500
WATER FUND	
Treatment	\$3,015,108
Distribution	\$1,047,102
Debt Service	\$704,972
Transfers	\$122,612
Total Water Fund	\$4,889,794
WATER FUND CAPITAL	
Capital Projects	\$200,000
Transfers	\$197,800
Total Water Capital Fund	\$397,800
WASTEWATER FUND	
Treatment	\$3,609,892
Collection	\$568,525
Debt Service	\$1,217,250
Transfers	\$145,922
Total Wastewater Fund	\$5,541,589
WASTEWATER CAPITAL	
Transfers	\$811,250
Total Wastewater Capital Fund	\$811,250
LIGHT & POWER FUND	
Administration	\$1,565,992
Generation	\$8,105,876
Distribution	\$2,479,193
Debt Service	\$449,466
Transfers	\$956,983
Total Light & Power Fund	\$13,557,510
LIGHT & POWER CAPITAL	

Capital Projects	\$450,000
Total Light & Power Capital fund	\$450,000
CEMETERY PERPETUAL CARE FUND	
Total Cemetery Perpetual Care Fund	\$70,000
PARKING AUTHORITY	
Total Parking Authority	\$85,550
TOTAL ALL FUNDS	\$45,935,468

May not foot or cross foot due to rounding

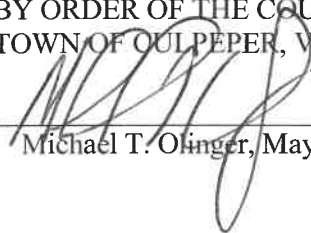
All appropriations are declared to be maximum, conditional and proportionate appropriations, the purpose being to make the appropriations payable in full in the amounts named herein if necessary, and then only in the event the aggregate revenues collected and other resources available to the Town are 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 11th day of May 2021.

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


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Yowell

SECOND: Reaves

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

Nays: Brown

Absent from Vote: None

Absent from Meeting: None



RESOLUTION

APPROVING THE EMPLOYEE CLASSIFICATION PLAN and SALARY/WAGE SCALE FOR FY2022

Resolution No. **R-2021-010**

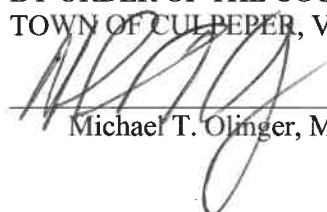
WHEREAS, pursuant to Section 6.1 of the Town of Culpeper Personnel Policies and Employee Handbook, the Employee Classification Plan and Salary/Wage Scale is being presented for Council's adoption in conjunction with the FY2022 budget; and

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 FY2022, to become effective July 1, 2021;

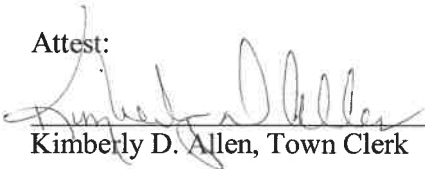
NOW, THEREFORE, BE IT RESOLVED that the Council of the Town of Culpeper hereby adopts the FY2022 Employee Positions Classification and Salary/Wage Scale for FY2022, which overrides any inconsistent provisions in any tax, budget, or appropriation resolutions adopted before or at the same time as this Resolution.

ADOPTED this 11th day of May 2021.

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 GRADE - FY2022

Position	Exemption Status	Grade	Hourly			Salary (40 hours/week)		
			Min	Mid	Max	Min	Mid	Max
Maintenance/Construction Worker	NE	8	\$14.04	\$18.26	\$22.47	\$29,209.54	\$37,972.40	\$46,735.27
Travel Specialist	NE	8	\$14.04	\$18.26	\$22.47	\$29,209.54	\$37,972.40	\$46,735.27
Building & Grounds Maintenance Technician	NE	9	\$14.76	\$19.18	\$23.61	\$30,690.45	\$39,897.58	\$49,104.72
Community Service Officer	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Customer Service Representative	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Plant Maintenance Worker	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Records Specialist I	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Senior Maintenance/Construction Worker	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22	\$51,629.81
Cable TV Technical Director	NE	11	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
Gardener	NE	11	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
Utility Plant Operator Trainee	NE	11	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
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
Police Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Records Management/Administrative Specialist	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
Records Specialist II	NE	12	\$17.11	\$22.25	\$27.38	\$35,595.52	\$46,274.17	\$56,952.83
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
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 Service Technician	NE	13	\$17.98	\$23.37	\$28.76	\$37,392.29	\$48,609.97	\$59,827.66
Accounting Technician	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Equipment Mechanic	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Planning and Zoning Assistant	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Plant Mechanic	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Quartermaster/Property & Evidence Specialist	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Revenue & Collection Specialist	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Senior Equipment Operator	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59
Traffic Engineering 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
Electric Utility Heavy Equipment Operator	NE	15	\$19.84	\$25.80	\$31.75	\$41,276.52	\$53,659.47	\$66,042.43
Utility Plant Operator II	NE	15	\$19.84	\$25.80	\$31.75	\$41,276.52	\$53,659.47	\$66,042.43
Civilian Analyst	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Crew Leader	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Line Technician Apprentice	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Police Officer I	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Utility Billing Coordinator	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19
Electric Meter/Substation Generator Technician	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Geographic Information System (GIS)Analyst	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
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
Senior Utility Plant Operator	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Tourism and Marketing Specialist	NE	17	\$21.91	\$28.48	\$35.06	\$45,573.89	\$59,246.06	\$72,918.22
Construction Inspector	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Deputy Treasurer	E	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Planner I	E	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Police Officer II	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Senior Plant Mechanic/Instrumentation & Controls Technician	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Storekeeper	NE	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73
Deputy Town Clerk	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Fleet Manager	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Human Resources Generalist	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Master Police Officer	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Programmer/Analyst	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Station Manager	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Systems Administrator	E	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Water Utility Supervisor	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Zoning Inspector	NE	19	\$24.19	\$31.44	\$38.70	\$50,309.58	\$65,402.46	\$80,495.33
Assistant Chief Operator	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Line Technician - 2nd Class	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Operations Program Manager	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Planner II	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Police Sergeant	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Senior Accountant	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
Management Analyst	E	21	\$26.70	\$34.71	\$42.71	\$55,529.37	\$72,188.19	\$88,847.00
Support Division Manager	E	21	\$26.70	\$34.71	\$42.71	\$55,529.37	\$72,188.19	\$88,847.00
Chief Accountant	E	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
Chief Plant Operator	NE	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
Plant Engineer	E	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
Geographic Information System (GIS) Coordinator	E	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26

TOWN OF CULPEPER
JOB CLASSIFICATIONS BY GRADE - FY2022

Line Technician - 1st Class	NE	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26
Operations Manager	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Police Lieutenant	NE	23	\$29.46	\$38.30	\$47.14	\$61,284.54	\$79,669.90	\$98,055.26
Principal Planner	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Senior Planner	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Zoning Administrator	E	23	\$29.46	\$38.30	\$47.14	\$61,283.62	\$79,668.70	\$98,053.79
Electric Line Service Technician	NE	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Lead Lineman	NE	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Network Security Engineer	E	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Police Forensic/Network Analyst	E	24	\$30.93	\$40.21	\$49.49	\$64,341.76	\$83,644.29	\$102,946.82
Assistant Finance Director	E	25	\$32.48	\$42.23	\$51.97	\$67,562.35	\$87,831.06	\$108,099.76
Police Captain	E	25	\$32.48	\$42.23	\$51.97	\$67,562.35	\$87,831.06	\$108,099.76
Systems Architect	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
Town Clerk	E	26	\$34.28	\$44.57	\$54.85	\$71,309.51	\$92,702.36	\$114,095.21
Assistant Environmental Services Director	E	27	\$36.00	\$46.80	\$57.60	\$74,874.98	\$97,337.48	\$119,799.97
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
Police Major	E	28	\$37.71	\$49.03	\$60.34	\$78,440.46	\$101,972.60	\$125,504.73
Tourism & Economic Development Director	E	29	\$39.60	\$51.48	\$63.36	\$82,362.48	\$107,071.22	\$131,779.97
Human Resources Director	E	31	\$43.56	\$56.62	\$69.69	\$90,598.73	\$117,778.35	\$144,957.97
Information Technology Director	E	31	\$43.56	\$56.62	\$69.69	\$90,598.73	\$117,778.35	\$144,957.97
Light and Power Director	E	32	\$45.73	\$59.46	\$73.18	\$95,128.67	\$123,667.26	\$152,205.86
Planning & Community Development Director	E	32	\$45.73	\$59.46	\$73.18	\$95,128.67	\$123,667.26	\$152,205.86
Chief of Police	E	33	\$48.02	\$62.43	\$76.83	\$99,885.10	\$129,850.63	\$159,816.16
Finance Director/Town Treasurer	E	33	\$48.02	\$62.43	\$76.83	\$99,885.10	\$129,850.63	\$159,816.16
Public Services Director	E	34	\$50.42	\$65.55	\$80.68	\$104,879.35	\$136,343.16	\$167,806.97

TOWN OF CULPEPER
JOB CLASSIFICATIONS BY JOB TITLE - FY2022

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
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 Engineer	E	22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06
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	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59

TOWN OF CULPEPER
JOB CLASSIFICATIONS BY JOB TITLE - FY2022

Senior Accountant	E	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$84,651.94
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	\$16.28	\$21.17	\$26.05	\$33,870.85	\$44,032.10	\$54,193.35
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 2021

Resolution No. R-2021-004

WHEREAS, the Council of the Town of Culpeper, Virginia, has presented a balanced budget for FY2022, beginning July 1, 2021, and ending June 30, 2022; and

WHEREAS, projected revenue in this budget is based on the following tax rates for the year beginning the 1st day of January 2021 (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 2021 (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 eight and two-tenth cents (\$0.082) 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 eight and two-tenth cents (\$0.082) 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 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 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 five cents (\$0.05) 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 two cents (\$0.02) 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

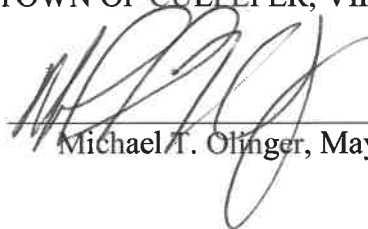
Upon every person who sells or uses cigarettes within the town there is hereby imposed an excise tax equivalent to fifteen cents (\$0.15) for each package containing twenty-five (25) cigarettes or less sold or used within the town as provided for in Section 23-139 of the Town Code and Section 58.1-3832 *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 11th day of May, 2021.

BY ORDER OF 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



RESOLUTION SETTING NEW ELECTRIC RATES EFFECTIVE JULY 1, 2021

Resolution No. R-2021-005

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, 2021 be increased by 1% except for the RKVA Charge and Electric Meter Charges which will remain unchanged:

Residential Rate - "Schedule RS":

	<u>EXISTING</u>	<u>EFF. 7-1-21</u>
A. Basic Customer Charge	\$9.79	\$9.89
B. Plus KWH charge:		
First 800 KWH	\$0.10701 per kWh	\$ 0.10808 per kWh
Excess over 800 KWH	\$0.11909 per kWh	\$ 0.12028 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":

	<u>EXISTING</u>	<u>EFF. 7-1-21</u>
A. Basic Customer Charge		
Single Phase	\$19.06	\$19.25
Three Phase	\$30.91	\$31.22
B. Plus kWh charge:	\$0.11313 per kWh	\$0.11426 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"

	<u>EXISTING</u>	<u>EFF. 7-1-21</u>
A. Basic Customer Charge	\$53.57	\$54.11
B. Plus kWh charge:	\$0.07745 per kWh	\$0.07822 per kWh
C. Plus kW demand charge:	\$7.26 per kW	\$7.33 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. 7-1-21
A. Basic Customer Charge	\$99.93	\$100.93
B. Plus kWh Charge:		
First 24,000 kWh	\$0.04948 per kWh	\$0.04997 per kWh
Next 186,000 kWh	\$0.03508 per kWh	\$0.03543 per kWh
Additional kWh	\$0.03217 per kWh	\$0.03249 per kWh
C. Plus kW Charge:		
*First 100 kW	\$18.15 per kW	\$18.33 per kW
Next 650 kW	\$18.21 per kW	\$18.39 per kW
Additional kW	\$17.82 per kW	\$18.00 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. 7-1-21
A. Basic Customer Charge	\$53.57	\$54.11
Plus the following kW		
B. Demand charge:		
Billing months June through September	\$10.54 per kW	\$10.65 per kW
Billing months October through May	\$8.19 per kW	\$8.27 per kW
C. Plus distribution demand charge		
All kW of demand	\$4.47 per kW	\$4.51 per kW
D. Plus kWh Charge:		
All on peak kWh	\$0.05336 per kWh	\$0.05389 per kWh
All off peak kWh	\$0.00885 per kWh	\$0.00894 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 7-1-21
Light-emitting diode (LED)	3600-23000	30	\$12.96	\$13.09

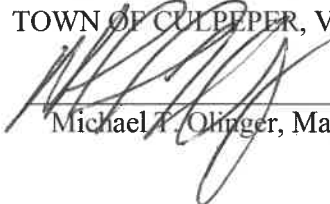
**Traffic Control Service Rate
- "Schedule TCS":**

	EXISTING	EFF. 7-1-21
A. Energy Charge	\$0.04051 per kWh	\$0.04092 per kWh
B. Minimum Charge	\$5.22	\$5.27
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. 7-1-21
Residential	\$175.00	\$175.00
Small and Medium General Service	\$463.00	\$463.00
Large General Service	\$580.65	\$580.65

ADOPTED this 11th day of May 2021.

BY ORDER OF COUNCIL OF THE
TOWN OF CULPEPER, VIRGINIA


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Yowell

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 WATER AND SEWER RATES EFFECTIVE JULY 1, 2021

Resolution No. R-2021-006

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, 2021 remain the same as shown in the flow tier amended 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. 7-1-21</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. 7-1-21</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

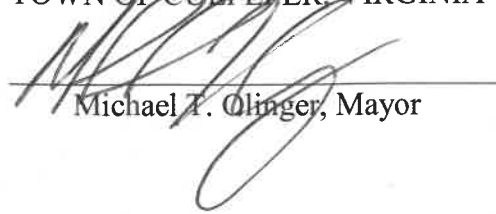
	<u>Existing</u>	<u>Eff. 7-1-21</u>
Minimum Charge	\$25.75	\$25.75
Per gallon	10.4¢	10.4¢

Water sales (bulk)

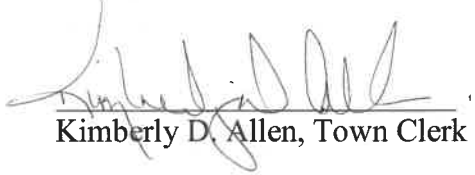
	<u>Existing</u>	<u>Eff. 7-1-21</u>
Minimum charge – initial 2,000 gallons	\$37.58	\$37.58
Per 1,000 over minimum	\$6.26	\$6.26

ADOPTED this 11th day of May 2021.

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


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Price

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 METER SERVICE FEES EFFECTIVE JULY 1, 2021

Resolution No. R-2021-007

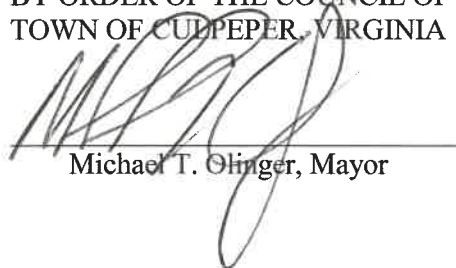
WHEREAS, in February 2005, Town Council authorized the initiation of water meter service fees to recover the cost of meters and meter boxes;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Culpeper, Virginia that all water meters set after June 30, 2021 shall be charged at the current rate and as follows:

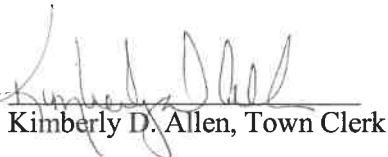
METER SIZE	EXISTING FEE	EFFECTIVE 7-1-21 FEE
FIVE-EIGHTHS (5/8")	\$ 525	\$ 525
ONE INCH (1")	\$ 590	\$ 590
ONE & ONE HALF (1½")	\$ 1,090	\$ 1,090
TWO INCH (2")	\$ 1,515	\$ 1,515
THREE INCH (3")	\$ 2,775	\$ 2,775
FOUR INCH (4")	\$ 3,345	\$ 3,345

ADOPTED this 11th day of May 2021.

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


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Price

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 TAP PRIVILEGE ASSESSMENT FEES
EFFECTIVE JULY 1, 2021

Resolution No. R-2021-008

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, 2021 will remain at the current rate and as follows:

WATER & SEWER TAP PRIVILEGE ASSESSMENT FEES

METER SIZE	MAXIMUM ALLOWABLE GALLONS	EXISTING FEE		EFFECTIVE 7-1-21 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 11th day of May 2021.

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


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Price

SECOND: Clancey

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 CULPEPER PARKING AUTHORITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022 IN THE AMOUNT OF \$85,550.

Resolution No. R-2021-012

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, 2021 - June 30, 2022:

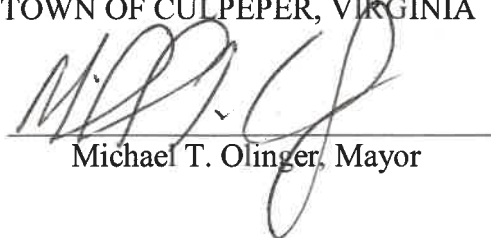
CULPEPER PARKING AUTHORITY	
Culpeper Parking Authority	\$85,550
Total Culpeper Parking Authority Operations	\$85,550

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 11th day of May, 2021.

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


Michael T. Olinger, Mayor

Attest:


Kimberly D. Allen, Town Clerk

MOTION: Yowell

SECOND: Reaves

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

Nays: Brown

Absent from Vote: None

Absent from Meeting: None

TOWN OF CULPEPER

SCHEDULE OF FINES & FEES

CODE SECTION	DESCRIPTION	FEE
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) (7/21)	\$100
§21-251	Franchise Fee – underground conduit	\$1.33, per linear foot (as of 1/1/2021)
REFUSE		
§20-76, 77, 78	Sanitation Equipment Replacement Fee (paid on utility bill) (6/11) (6/14)	\$2/month – per cart
	Residential purchase of additional carts	\$60 – per cart
	Commercial Trash	\$11/month – per cart
§20-32	Commercial Trash 3 times per week – Historic District food service locations only (7/12)(7/21)	\$33/month – per 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
	Second trip to re-connect services if no one is home	\$50

After hours re-connect services (Mon-Fri 5pm-8pm, Sat-Sun 8am-4pm) \$100

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
§24-44	<u>Non-Franchise Agreement Pole Attachments</u>	\$25 annually, per pole
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.	Varies
§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.	Varies.
	Monthly sewer rates	Varies
	Sewer - Flat Rate	Varies
§24-202	Permit and inspection fee for residential or commercial sewer permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$50 \$25
§24-202	Permit and inspection fee for industrial sewer permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$100 \$50
§24-183	Permit and inspection fee for private sewer system permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$100 \$50
	Septage Hauler's Fee (6/09) (6/11) (7/12) (6/13) (6/19)	Varies
§24-241	Significant Industrial User 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.	\$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. \$25 per acre, with a minimum charge of \$250 and a maximum charge of \$2,500 for properties outside the above mentioned watersheds.
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
§22-108	Other Plat Review (including ROW, Easement, etc.) (7/21)	\$50
22-118	Vacation of Plat	\$150
<i>ZONING ORDINANCE</i>		
§27-131	Architectural Compatibility Finding	None
§27-376	Text 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
§11-43	Parking Permits (Downtown Lots)	See Parking Authority Fee Schedule
§11-43	Parking Permits (Residential)	
	First Permit per eligible Residence	No Charge
	Each additional permit	\$30/year
§27-377	Rezoning Application (10/03)	\$1,000 + \$100/acre
§27-402	Variance Application, or Zoning Appeal to Board of Zoning Appeals or Town Council (10/03) (6/09)	\$300
§27-404	Variance Application – Administrative (7/21)	\$50
§27-236	Sign Permits (6/18)	\$1 per sq. ft of sign \$25 Minimum Charge
§27-263	Change of Use Permit – if site inspection required (7/21)	\$50
	Change of Use Permit – if no site inspection required	No Fee

§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
§27-266	Minor Site Plan (including SFD/SFA on Existing Lot) (7/21)	\$50
§15-3	Parks & Recreation (05/03) (3/07) (6/09) (7/12) (6/15)	
	Pavilion Rental	\$50
	Major Events Fee for residents at any park	\$100
	Major Events Fee for non-residents at any park	\$300

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 (§27-97)	\$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
	Refuse (§20-2)	\$50
	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
§27-29	Zoning Verification/Compliance Letter (6/13)	\$25

POLICE	(6/09)	
	Administrative:	
	Accident Reports	\$2
	Incident Reports	\$5
	Fingerprinting	\$5
		for town residents
		for out-of-town residents
	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

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

Amended: May 11, 2021

TOWN OF CULPEPER
General Fund - Operating Fund Summary
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
					RESENUES:						
-	522,654	-			Reserve Balances	689,286	1,138,153	28,000	1,460,294	911,985	911,985
3,846,885	3,434,150	3,503,628			General Property Taxes	3,399,950	3,229,950	3,549,150	3,551,062	3,551,062	3,551,062
8,297,547	8,237,470	8,011,927			Local Taxes	7,049,500	7,132,500	7,167,500	7,570,000	7,745,000	7,745,000
423,907	382,000	374,926			Permits, Fees, Licenses	406,000	402,250	352,250	361,000	361,000	361,000
146,013	140,500	107,599			Fines & Forfeitures	150,500	107,000	70,500	68,000	68,000	68,000
556,882	475,000	683,892			Revenue From Use Of Money	360,100	360,100	360,100	325,250	325,250	325,250
182,099	210,600	283,699			Charges For Services	210,100	205,600	212,100	221,100	221,100	221,100
586,362	98,465	127,418			Miscellaneous	94,500	94,500	100,987	93,500	93,500	93,500
2,598,659	2,754,897	2,755,505			Recovered Costs	2,882,489	2,882,489	2,865,405	3,091,275	3,091,275	3,091,275
6,688	7,000	10,122			Non-Categorical Aid	5,500	5,500	5,500	5,000	5,000	5,000
2,756,582	2,767,652	2,668,861			Categorical Aid	2,655,550	6,837,798	6,664,484	2,789,144	2,789,144	2,789,144
604,380	5,880,545	664,545			Enterprise Funds Transfer - PILOT	672,848	672,848	672,848	673,159	673,159	673,159
20,006,004	24,910,933	19,192,122			RESENUES BY CATEGORIES	18,576,323	23,068,688	22,048,824	20,208,784	19,835,475	19,835,475
											-
					EXPENDITURES:						-
197,315	196,022	191,598			1101 Town Council	169,175	165,975	181,070	201,315	200,716	200,716
120,565	128,533	125,873			1201 Town Manager	132,168	129,320	129,106	136,947	138,558	138,558
304,579	310,906	310,877			1202 Town Clerk	317,845	321,964	320,285	332,280	335,920	335,920
297,895	310,533	301,995			1203 Human Resources	308,798	311,900	317,630	340,825	336,680	336,680
70,183	114,160	79,986			1204 Town Attorney	100,660	100,660	80,260	100,260	100,260	100,260
67,000	75,300	67,400			1208 Independent Auditor	70,500	78,400	78,400	77,500	77,500	77,500
1,406,021	1,435,145	1,432,459			1213 Treasurer	1,436,555	1,390,160	1,400,160	1,506,718	1,459,812	1,459,812
105,567	112,552	93,814			1219 Risk Management	101,075	101,075	91,518	97,047	97,047	97,047
1,355,462	1,569,445	1,568,172			1220 Information Technology	1,713,089	1,614,372	1,609,622	1,874,903	1,808,777	1,808,777
253,296	262,771	259,007			1221 Motor Pool	262,701	273,292	273,292	346,227	348,997	348,997
4,834,256	5,152,880	5,055,725			3101 Police	5,296,231	5,632,735	5,619,735	5,661,805	5,707,417	5,707,417
8,252	10,000	6,767			3102 Drug Seizure Funds	15,000	15,000	15,000	15,000	15,000	15,000
418,088	510,342	510,342			3103 E911 Joint Operations	393,718	-	-	449,619	449,619	449,619
-	15,000	-			3104 E-Ticketing	-	-	-	-	-	-
151,693	154,655	154,655			3202 Fire Department	155,850	155,850	157,421	158,000	158,000	158,000
25,000	25,000	25,000			3203 Rescue Squad	25,000	25,000	25,000	25,000	25,000	25,000
129,410	131,840	131,840			3204 Va Regional Transit	131,532	131,532	131,532	133,761	133,761	133,761
171,437	204,032	197,223			4101 Engineering	188,828	195,845	195,845	198,213	200,067	200,067
2,902,178	2,632,985	2,624,761			4102 Streets	2,561,215	2,532,654	2,555,968	2,648,490	2,662,258	2,662,258
102,095	30,376	26,041			4105 Snow and Ice Removal	57,800	57,800	52,300	57,300	57,300	57,300
170,969	201,299	178,670			4107 Traffic Engineering	211,157	220,288	219,288	222,302	198,155	198,155
398,794	703,824	412,153			4203 Sanitation	419,220	705,244	705,134	689,950	691,122	691,122
589,442	659,789	641,159			4302 General Properties	606,288	638,273	654,398	610,924	609,179	609,179
199,251	241,908	198,512			6600 Culpeper Media Network	222,394	241,266	237,846	235,464	237,590	237,590
420,648	360,497	361,112			7103 Parks and Recreation	352,381	378,902	381,202	411,412	412,569	412,569
132,393	147,546	70,396			7108 Cemetery	71,715	87,787	85,387	191,128	55,900	55,900
542,819	891,214	724,213			8101 Planning	737,718	740,981	735,281	784,760	785,107	785,107
58,649	66,360	55,180			8103 Visitors Center	64,258	55,775	56,825	80,957	65,984	65,984

TOWN OF CULPEPER
General Fund - Operating Fund Summary
FY22 BUDGET

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
392,297	477,554	418,788	8104	Tourism		302,950	507,532	503,532	736,974	583,477	583,477
235,502	206,161	189,238	8105	Economic Development		214,777	214,777	214,777	216,738	216,738	216,738
-	165	165	8199	Pandemic Expenditures		-	4,108,604	2,747,413	-	-	-
1,726,615	6,832,261	6,832,294	9900	Debt Service		1,553,342	1,553,342	1,548,942	1,504,996	1,504,996	1,504,996
-	739,844	-	9950	Transfer to Capital		382,384	382,384	382,384	161,968	161,968	161,968
-	-	-	9990	Contingency		-	-	-	-	-	-
17,787,669	24,910,900	23,245,414		Total Expenditures / other uses		18,576,323	23,068,688	21,706,552	20,208,784	19,835,475	19,835,475

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
RESERVE BALANCES											
-	441,004	0		44960	Transfer from Reserves	689,286	513,114	0	1,460,294	911,985	911,985
-	73,950	0		45600	Reserves	0	597,039	0	0	0	0
-	7,700	0		45601	Cable - Prior Year Reserves	0	28,000	28,000	0	0	0
-	522,654	0			<i>Total Reserves</i>	689,286	1,138,153	28,000	1,460,294	911,985	911,985
GENERAL PROPERTY TAXES											
1,589,885	1,587,000	1,350,588		40010	Real Estate - Current	1,585,000	1,585,000	1,600,000	1,600,000	1,600,000	1,600,000
15,158	17,000	15,427		40020	Special Tax District - Southridge	18,000	18,000	18,000	14,108	14,108	14,108
3,873	4,000	5,522		40030	Special Tax District - Lafayette Ridge	5,000	5,000	5,000	4,735	4,735	4,735
2,857	3,000	4,646		40040	Special Tax District - Willow Shade	3,000	3,000	3,000	4,069	4,069	4,069
20,809	10,000	17,554		40090	Real Estate - Delinquent	10,000	10,000	0	0	0	0
38,465	38,000	38,849		40120	Public Service - Real Estate	38,000	38,000	38,000	38,000	38,000	38,000
870	1,000	1,139		40130	Public Service - Personal Property	800	800	0	0	0	0
1,624,103	1,325,000	1,626,913		40240	Personal Property - Current	1,375,000	1,205,000	1,600,000	1,600,000	1,600,000	1,600,000
235,828	150,000	128,490		40290	Personal Property - Delinquent	75,000	75,000	0	0	0	0
503	150	64		40250	Mobile Homes	150	150	150	150	150	150
223,343	239,000	236,094		40260	Machinery & Tools	230,000	230,000	225,000	230,000	230,000	230,000
125	0	116		40295	PPT TACS Collection fee	0	0	0	0	0	0
50,538	30,000	46,351		40298	Penalties - All Taxes	30,000	30,000	30,000	30,000	30,000	30,000
40,528	30,000	31,875		40299	Interest - All Taxes	30,000	30,000	30,000	30,000	30,000	30,000
3,846,885	3,434,150	3,503,628			<i>Sub-total-General Property Taxes</i>	3,399,950	3,229,950	3,549,150	3,551,062	3,551,062	3,551,062
LOCAL TAXES											
1,587,561	1,600,000	1,623,384		41110	Local Sales and Use Tax	1,360,000	1,625,000	1,625,000	1,625,000	1,625,000	1,625,000
45,925	45,000	44,233		40520	BPOL - Contracting	45,000	45,000	45,000	40,000	35,000	35,000
(20)	0	140		40521	BPOL - Peddler/Solicitor	0	0	0	0	0	0
12,212	4,470	2,535		40522	BPOL - Miscellaneous / Other	7,500	7,500	7,500	3,000	3,000	3,000
2,000	0	200		40523	BPOL - Itinerant/Merchant	0	0	0	0	0	0
177,252	205,000	181,648		40524	BPOL - Professional	180,000	180,000	180,000	180,000	180,000	180,000
3,600	1,000	3,200		40525	BPOL - Street Vendor	2,000	2,000	2,000	2,000	2,000	2,000
120,656	140,000	173,921		40526	BPOL - Repair & Personal Bus	100,000	100,000	100,000	130,000	135,000	135,000
528,216	510,000	534,834		40528	BPOL - Retail	480,000	260,000	260,000	350,000	525,000	525,000
22,742	20,000	26,074		40530	BPOL - Utilities	20,000	20,000	20,000	20,000	20,000	20,000
46,206	42,000	49,788		40532	BPOL - Wholesale	45,000	45,000	45,000	45,000	45,000	45,000
8,085	0	11,865		40599	BPOL - Penalties	0	0	3,000	0	0	0
-	0	0		40598	BPOL - Interest	0	0	0	0	0	0
43,569	50,000	30,997		41141	Admissions Tax	35,000	3,000	3,000	20,000	20,000	20,000
483,997	400,000	402,494		41145	Bank Stock Tax	475,000	400,000	400,000	400,000	400,000	400,000
247,326	250,000	225,899		41550	Cigarette Tax	250,000	225,000	225,000	225,000	225,000	225,000
65,117	60,000	62,461		41553	Consumption Tax	60,000	60,000	60,000	60,000	60,000	60,000
134	0	213		41198	Penalties - Local Tax	0	0	0	0	0	0
16,481	0	21,858		41199	Interest - Local Tax	0	0	12,000	20,000	20,000	20,000

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
105,589	100,000	101,020		46158	Telecommunications Sales & Use Tax	90,000	90,000	90,000	80,000	80,000	80,000
448,369	460,000	358,721		41160	Hotel & Motel Room Tax	330,000	320,000	330,000	370,000	370,000	370,000
4,332,531	4,350,000	4,156,443		41165	Meals Tax	3,570,000	3,750,000	3,750,000	4,000,000	4,000,000	4,000,000
-	0	0		46290	Gaming Tax	0	0	10,000	0	0	0
8,297,547	8,237,470	8,011,927			<i>Sub-total-Local Taxes</i>	7,049,500	7,132,500	7,167,500	7,570,000	7,745,000	7,745,000
					PERMITS, FEES, LICENSES						
-	0	0		41200	Land Use Application Fee	0	0	0	0	0	0
35,775	36,000	28,925		41201	Application Fee	35,000	35,000	35,000	35,000	35,000	35,000
1,530	10,000	0		41202	Administration Fees	0	0	0	0	0	0
13,532	5,000	8,095		41208	Boating Permits	10,000	10,000	10,000	7,500	7,500	7,500
54,200	45,000	62,500		41213	Burial Permits	50,000	50,000	50,000	50,000	50,000	50,000
3,100	3,000	3,650		41216	Cemetery Stone Permits	3,000	3,000	3,000	3,000	3,000	3,000
68,495	50,000	66,211		41220	Collection Fees	66,500	66,500	66,500	70,000	70,000	70,000
16,930	4,000	13,635		41230	Fishing Permits	10,000	10,000	10,000	7,500	7,500	7,500
4,783	12,000	2,334		41271	Pavilion Reservation Fees	7,500	3,750	3,750	10,000	10,000	10,000
2,257	4,000	5,915		41273	Property Violations	5,000	5,000	5,000	5,000	5,000	5,000
-	1,000	0		41274	Maintenance Code Violations	1,000	1,000	1,000	0	0	0
-	0	0		41275	Boat Dock Permits	0	0	0	0	0	0
767	1,000	2,437		41280	Sign Permits	1,000	1,000	1,000	1,000	1,000	1,000
87,701	100,000	37,076		46288	Telecommunications Agreement	85,000	85,000	60,000	60,000	60,000	60,000
101,241	80,000	98,209		41289	Right-of-Way Use Fee	100,000	100,000	75,000	80,000	80,000	80,000
3,050	1,000	5,500		41290	Excavation Permits	2,000	2,000	2,000	2,000	2,000	2,000
30,546	30,000	40,439		41297	Zoning Fees	30,000	30,000	30,000	30,000	30,000	30,000
423,907	382,000	374,926			<i>Sub-total-Permits, Fees, Licenses</i>	406,000	402,250	352,250	361,000	361,000	361,000
					FINES AND FORFEITURES						
1,044	500	375		41300	FOIA Request Fees	500	500	500	500	500	500
98,207	100,000	65,544		44310	Court Fines	95,000	66,500	30,000	35,000	35,000	35,000
2,734	10,000	8,474		44320	Drug Enforcement Program - State	10,000	10,000	10,000	10,000	10,000	10,000
-	0	0		44321	Drug Enforcement Program - Federal	0	0	0	0	0	0
13,475	15,000	9,662		44325	E-Ticketing	15,000	15,000	15,000	7,500	7,500	7,500
30,554	15,000	23,545		47340	Parking fines	30,000	15,000	15,000	15,000	15,000	15,000
146,013	140,500	107,599			<i>Sub-total-Fines</i>	150,500	107,000	70,500	68,000	68,000	68,000
					REVENUE FROM USE OF MONEY						
201,278	225,000	110,607		42360	Interest Income	60,000	60,000	60,000	60,000	60,000	60,000
78,302	0	196,072		42362	Interest on Investments	80,000	80,000	80,000	80,000	80,000	80,000
-	0	17,071		42370	Realized Gain/Loss-Investment	0	0	0	0	0	0
43,032	0	127,063		42375	Unrealized Gain/Loss-Inves	0	0	0	0	0	0
(128)	0	(221)		41366	Convenience Fee	0	0	0	0	0	0
234,398	250,000	233,300		45380	Rental Income - Property	220,100	220,100	220,100	185,250	185,250	185,250
556,882	475,000	683,892			<i>Sub-total-Use of Money</i>	360,100	360,100	360,100	325,250	325,250	325,250
					CHARGES FOR SERVICES						

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL					FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
17,600	18,000	13,600		44410	School Crosswalk Traffic Control		18,000	13,500	10,000	18,000	18,000	18,000
-	100	30		44465	Sale of Maps, Plats, Publications, etc.		100	100	100	100	100	100
90	0	0		46467	Cable - Tape Sales		0	0	0	0	0	0
8,428	7,500	8,184		46468	Cable - PEG fees		7,000	7,000	7,000	7,000	7,000	7,000
140,913	145,000	155,920		44480	Sanitation Equip Replacement Fee		145,000	145,000	155,000	156,000	156,000	156,000
15,068	40,000	105,965		44485	Trash Disposal Fees		40,000	40,000	40,000	40,000	40,000	40,000
182,099	210,600	283,699			<i>Sub-total-Charge for Services</i>		210,100	205,600	212,100	221,100	221,100	221,100
					MISCELLANEOUS							
-	0	0		42504	Contributions		0	0	0	0	0	0
266,223	5,000	813		42505	Donations - Parks & Recreation		2,500	2,500	4,000	2,500	2,500	2,500
-	0	0		42506	Donations - Dog Park		0	0	0	0	0	0
82	0	5,111		42507	Donations		0	0	0	0	0	0
22,565	565	0		42508	Donations - Police Department		0	0	0	0	0	0
186,299	10,000	34,890		45525	Insurance Claims/Recovery		10,000	10,000	11,130	10,000	10,000	10,000
5,117	15,000	21,436		45550	Miscellaneous		15,000	15,000	15,000	15,000	15,000	15,000
-	0	(38)		45551	Misc. - Conversion Carryover		0	0	0	0	0	0
-	900	0		45595	Bike Share Rental		0	0	0	0	0	0
-	0	0		46300	Destination Merchandise-Sales		0	0	0	0	0	0
4,550	0	2,160		46552	Cable - Sponsorships		2,000	2,000	2,000	2,000	2,000	2,000
35,641	42,000	42,641		44560	Parking Authority Maintenance		40,000	40,000	40,000	40,000	40,000	40,000
-	0	245		44565	PW - Used Motor Oil Proceeds		0	0	0	0	0	0
6,410	1,500	16		44580	Sale of Salvage & Surplus Materials		1,500	1,500	1,500	1,500	1,500	1,500
12,509	15,000	7,595		44585	Sale of Surplus Equipment		15,000	15,000	15,000	10,000	10,000	10,000
-	0	0		44586	Sale of Capital Assets		0	0	0	0	0	0
(4)	0	4		42590	Short & Overages		0	0	0	0	0	0
5,160	3,500	5,592		44595	Sale of Trash Containers		3,500	3,500	5,000	5,000	5,000	5,000
1,810	5,000	2,585		45596	Consumer Tour Program		5,000	5,000	5,000	7,500	7,500	7,500
40,000	0	0		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	4,367		43580	Time & Material Charges-Misc		0	0	2,357	0	0	0
586,362	98,465	127,418			<i>Sub-total-Miscellaneous</i>		94,500	94,500	100,987	93,500	93,500	93,500
					RECOVERED COSTS							
51,000	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
29,000	31,000	31,000		44618	Motor Pool - Wastewater		31,000	31,000	31,000	31,000	31,000	31,000
7,500	7,500	7,500		44620	Mowing, mulching, trimming - Electric		7,500	7,500	7,500	7,500	7,500	7,500
6,000	6,000	6,000		44624	Mowing, mulching, trimming - Water		6,000	6,000	6,000	6,000	6,000	6,000

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
15,000	15,000	15,000		44628	Mowing, mulching, trimming - Wastewater	15,000	15,000	15,000	15,000	15,000	15,000
112,766	117,378	117,986		46666	Cable - Contributions - County	129,084	129,084	112,000	117,732	117,732	117,732
894,016	968,780	968,780		44680	Utility Services - Electric	1,006,713	1,006,713	1,006,713	1,290,935	1,290,935	1,290,935
798,818	841,898	841,898		44684	Utility Services - Water	880,324	880,324	880,324	781,054	781,054	781,054
674,559	706,341	706,341		44688	Utility Services - Wastewater	745,868	745,868	745,868	781,054	781,054	781,054
2,598,659	2,754,897	2,755,505			<i>Sub-total-Recovered Costs</i>	2,882,489	2,882,489	2,865,405	3,091,275	3,091,275	3,091,275
					NON-CATEGORICAL AID						
6,688	7,000	10,122		42137	Railroad Rolling Stock Tax	5,500	5,500	5,500	5,000	5,000	5,000
6,688	7,000	10,122			<i>Sub-total-Non-Categorical Aid</i>	5,500	5,500	5,500	5,000	5,000	5,000
					CATEGORICAL AID						
56,693	58,500	59,655		42055	Fire Services Allocation	60,850	60,850	62,421	63,000	63,000	63,000
60,000	56,500	1,500		42058	Tourism Grant	0	20,000	10,000	70,000	70,000	70,000
5,117	5,500	4,052		42060	Litter Control Grant	4,200	4,200	4,654	4,500	4,500	4,500
643	0	10		42062	Misc. Grants	0	0	0	0	0	0
-	0	0		42065	CARES Act Funding	0	3,258,604	3,068,320	0	0	0
-	0	0		42066	CDBG Grant Proceeds	0	850,000	850,000	0	0	0
4,500	0	4,500		42165	Parks & Recreation - VA Comm of the Arts	4,500	4,500	4,500	4,500	4,500	4,500
-	0	0		42059	Federal-Emergency-Disaster Relief	0	0	0	0	0	0
282,140	282,140	293,144		42175	Police Law Enforcement Assistance	282,000	293,144	293,144	293,144	293,144	293,144
71,542	26,012	34,757		42176	Police Grants - Traffic Enforcement, etc.	15,000	65,000	65,000	15,000	15,000	15,000
19,993	15,000	16,869		41785	Rental Tax	15,000	7,500	10,000	15,000	15,000	15,000
2,031,850	2,100,000	2,030,271		42190	Street and Highway Maintenance	2,050,000	2,050,000	2,072,445	2,100,000	2,100,000	2,100,000
224,104	224,000	224,104		42195	State PPTRA Reimbursement	224,000	224,000	224,000	224,000	224,000	224,000
2,756,582	2,767,652	2,668,861			<i>Sub-total-Categorical Aid</i>	2,655,550	6,837,798	6,664,484	2,789,144	2,789,144	2,789,144
					FUND TRANSFERS						
-	5,216,000	0		44971	Transfer In - Capital Fund	0	0	0	0	0	0
368,700	393,772	393,772		44961	Transfer from Electric Fund - PILOT	405,075	405,075	405,075	404,625	404,625	404,625
103,215	120,863	120,863		44962	Transfer from Water Fund - PILOT	111,743	111,743	111,743	122,612	122,612	122,612
132,465	149,910	149,910		44963	Transfer from Wastewater Fund - PILOT	156,030	156,030	156,030	145,922	145,922	145,922
604,380	5,880,545	664,545			<i>Sub-total Fund Transfers</i>	672,848	672,848	672,848	673,159	673,159	673,159
20,006,004	24,910,933	19,192,122			TOTAL REVENUES / OTHER SOURCES	18,576,323	23,068,688	22,048,824	20,208,784	19,835,475	19,835,475

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 (\$)
FY16	175,000
FY17	165,000
FY18	190,000
FY19	195,000
FY20	190,000
FY21	165,000
FY22	200,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	9.0	9.0	9.0	9.0	9.0	9.0
Expenditures						
Personnel	158,935	132,975	151,569	162,415	161,816	161,816
Operating	32,663	33,000	29,501	38,900	38,900	38,900
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	191,598	165,975	181,070	201,315	200,716	200,716

Total budget increase	\$	34,741
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In FY22 the Town Council will:

- Provide an open forum for public input;
- Secure the financial position of the Town by seeking new and inventive ways to induce economic development and revitalize commercial and industrial areas;
- Conduct planning retreats to establish goals for the future;
- Provide orientation for new council members and work toward effective relationships;
- Monitor performance of appointed staff to ensure policies and procedures are effectively carried out;
- Communicate effectively with advisory boards and commissions to establish and implement Town Policies; and
- Work together effectively to conduct the Town's business with a commitment to common goals.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

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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
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
76,585	79,499	80,246		50010	Salaries		79,499	80,624	80,624	82,679	84,333	84,333
					Town Manager salary split 50% GF and 50% EF							
-	0	0		50020	Salaries - Overtime		0	0	0	0	0	0
-	0	0		50030	Salaries - Part-Time		0	0	0	0	0	0
4,166	4,120	4,432		50110	Social Security Tax		4,456	4,526	4,526	4,614	4,612	4,612
1,196	1,303	1,283		50120	Medicare Tax		1,413	1,429	1,429	1,459	1,483	1,483
9,549	9,492	9,801		50130	Health Insurance		10,110	10,110	10,110	11,105	10,832	10,832
8,234	8,542	8,543		50140	VRS Retirement		9,854	9,980	9,980	10,210	10,395	10,395
1,067	1,106	1,107		50145	VRS Group Life Insurance		1,181	1,196	1,196	1,224	1,247	1,247
-	0	0		50150	VRS Disability Insurance		0	0	0	0	0	0
43	71	52		50160	Worker's Comp. Insurance		55	55	55	56	56	56
-	0	2,400		50166	Auto Allowance		7,800	7,800	7,800	7,800	7,800	7,800
10,000	10,000	10,000		50167	Deferred Compensation		10,000	10,000	10,000	10,000	10,000	10,000
-	0	0		50169	Hazard Pay		0	0	0	0	0	0
-	0	0		53250	Maintenance Service Contract		0	0	0	0	0	0
-	200	184		52400	Printing and Binding		100	100	0	100	100	100
-	300	335		52410	Advertising		0	0	0	0	0	0
4	500	63		52710	Postal Services		0	0	0	0	0	0
-	0	0		52720	Telecommunications		0	0	0	0	0	0
198	600	0		52725	Lease - Postage Meter System		0	0	0	0	0	0
2,344	2,000	1,614		51920	Education & Training		2,500	500	500	2,500	2,500	2,500
1,956	2,500	930		52010	Lodging		1,500	0	0	1,500	1,500	1,500
607	1,000	380		52015	Meals		400	0	0	400	400	400
1,189	2,000	235		52018	Travel		300	0	0	300	300	300
1,840	2,000	2,712		52210	Dues & Assoc. Memberships		2,500	2,500	2,400	2,500	2,500	2,500
-	1,000	255		56299	Miscellaneous		0	0	0	0	0	0
-	0	0		56500	Pandemic Expenses		0	0	0	0	0	0
-	0	0		58999	Year End Budget Transfers		0	0	0	0	0	0
368	1,000	546		52510	Office Supplies		500	500	300	500	500	500
838	800	523		53550	Vehicle Fuels		0	0	0	0	0	0
-	100	0		53560	Vehicle & Equipment Supplies		0	0	186	0	0	0
383	400	233		52580	Books, Subscriptions & Education		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

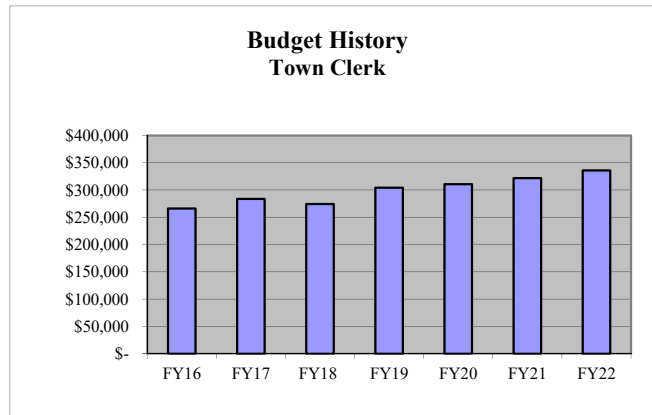
										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
120,565	128,533	125,873					132,168	129,320	129,106	136,947	138,558	138,558

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 & Staffing Summary						
Category	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	2.0	2.5	3.0	3.0	3.0	3.0
Expenditures						
Personnel	291,945	299,214	301,012	309,730	313,370	313,370
Operating	18,932	22,750	19,273	22,550	22,550	22,550
Capital Outlay	-	-	-	-	-	-
Total Expenditures	310,877	321,964	320,285	332,280	335,920	335,920

Major Highlights for FY22

Total budget increase \$ 13,956

- The proposed budget increase is primarily due to projected increases in personnel and health insurance.

In FY22 the Town Clerk will:

- Transition to an automated content management system for records.
- Ensure regulatory compliance for open government and transparency.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

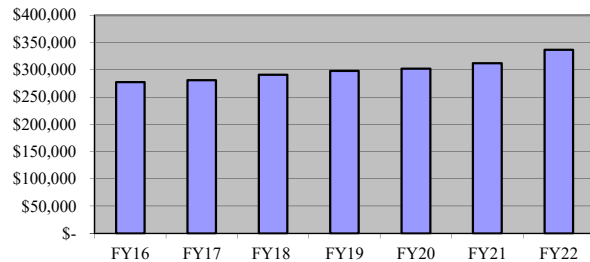
HUMAN RESOURCES (1203)

Mission:

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 and Staff Resources:

**Budget History
Human Resources**



Budget & Staffing Summary

Category	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	2.0	2.0	2.0	2.0	2.0	2.0
Expenditures						
Personnel	228,365	231,750	234,480	249,075	252,930	252,930
Operating	73,630	80,150	83,150	91,750	83,750	83,750
Capital Outlay	-	-	-	-	-	-
Total Expenditures	301,995	311,900	317,630	340,825	336,680	336,680

Major Highlights for FY22

Total budget increase \$ 24,780

- The proposed budget increase is primarily due to projected increases in personnel, health insurance, and health & medical service.

In FY22 the Human Resources Department will:

- Continue to support all Town departments by providing services in the following key human resources functional areas: employee recruitment, selection, and retention; classification and compensation; administration of benefits and leave; employee relations; policy development and administration; and training.
- Utilize technology to streamline systems and increase efficiency of HR services and improve communication of information to employees.
- Support talent development of our employees through professional development and training opportunities.
- Continue to implement and meet all requirements the Affordable Care Act, based on legislation.
- Develop a proactive approach to maintaining low health insurance costs by promoting wellness in our employee community.
- Align Human Resources as a strategic partner with internal customers.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
			Dept 1203 HUMAN RESOURCES									
			PERSONNEL - WAGES & BENEFITS									
164,478	170,900	174,490		50010	Salaries		173,159	175,907	175,907	187,029	190,693	190,693
9,808	10,263	10,252		50110	Social Security Tax		10,480	10,650	10,650	11,339	11,573	11,573
2,294	2,401	2,398		50120	Medicare Tax		2,451	2,491	2,491	2,653	2,707	2,707
21,085	18,848	20,960		50130	Health Insurance		20,070	20,070	23,000	24,030	23,473	23,473
16,604	17,279	17,506		50140	VRS Retirement		19,343	19,650	19,650	20,892	21,302	21,302
2,152	2,240	2,268		50145	VRS Group Life Insurance		2,321	2,358	2,358	2,507	2,557	2,557
4	0	0		50150	VRS Disability Insurance		0	0	0	0	0	0
97	152	111		50160	Worker's Comp. Insurance		124	124	124	125	125	125
-	0	0		50169	Hazard Pay		0	0	0	0	0	0
					Human Resources-Background							
360	400	380		50170	Checks		500	500	300	500	500	500
3,551	0	0		50180	Other Payroll Benefits Exp		0	0	0	0	0	0
			SERVICES - PURCHASED, SHARED, INTERNAL									
21,285	24,900	14,531		50210	Health & Medical Services		25,000	25,000	25,000	31,000	31,000	31,000
					Annual PD Physicals	15,000						
					New Hire Physicals	5,500						
					Polygraph	1,200						
					Psychological Evaluation	1,500						
					Hepatitis B Vaccine	1,300						
					First Aid Supplies	500						
					Annual Mental Health Eval.	6,000						
-	0	43		52400	Printing and Binding		0	0	0	0	0	0
6,927	3,000	4,450		52410	Advertising		5,000	5,000	7,500	5,000	5,000	5,000
			OTHER CHARGES									
240	200	130		52710	Postal Services		250	250	150	150	150	150
27,406	35,000	28,011		51920	Education & Training		25,500	37,500	37,500	37,500	29,500	29,500
					General Town-Wide Employee Training	7,500						
					Tuition Reimbursement	22,000						
1,091	1,500	1,417		52010	Lodging		1,500	0	0	1,500	1,500	1,500
1,068	1,000	1,844		52015	Meals		1,200	500	250	1,200	1,200	1,200
2,048	1,250	792		52018	Travel		1,500	500	250	1,000	1,000	1,000
			MISCELLANEOUS									
1,416	1,200	1,386		52210	Dues & Assoc. Memberships		1,400	1,400	1,400	1,400	1,400	1,400
7	2,000	1,826		56299	Miscellaneous		1,500	500	3,000	1,500	1,500	1,500
-	0	6,133		56500	Pandemic Expenses		0	0	0	0	0	0
			MATERIALS AND SUPPLIES									
1,957	2,000	1,231		52510	Office Supplies		2,000	2,000	1,000	1,000	1,000	1,000
56	1,000	0		52580	Books, Subscriptions & Education		500	500	100	500	500	500

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
					<i>Labor Law Posters, HR Reference Materials</i>							
13,962	15,000	11,835		51585	Employee Recognition/Safety Incentive Awards		15,000	7,000	7,000	10,000	10,000	10,000
-	0	0		53560	Vehicle & Equipment Supplies		0	0	0	0	0	0
					CAPITAL OUTLAYS							
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
297,895	310,533	301,995			HUMAN RESOURCES TOTAL		308,798	311,900	317,630	340,825	336,680	336,680

← 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.

Fiscal Year	Budget Amount
FY16	\$110,000
FY17	\$95,000
FY18	\$70,000
FY19	\$68,000
FY20	\$80,000
FY21	\$100,000
FY22	\$100,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	79,986	100,660	80,260	100,260	100,260	100,260
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	79,986	100,660	80,260	100,260	100,260	100,260

Total budget increase	\$	(400)
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- In FY22 the Town Attorney will:**

- Continue to serve as the legal advisor to the Town Council, Town Manager, and all departments and enterprises of the Town.
- Review and participate in issues affecting the Town as directed by Council.
- Research, train and update Town Council and employees on FOIA/COIA laws.
- Continue to review all contracts, agreements, franchise agreements, ordinances, resolutions , and other legal documents as required.
- Represent the Town and its officers and departments in court.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

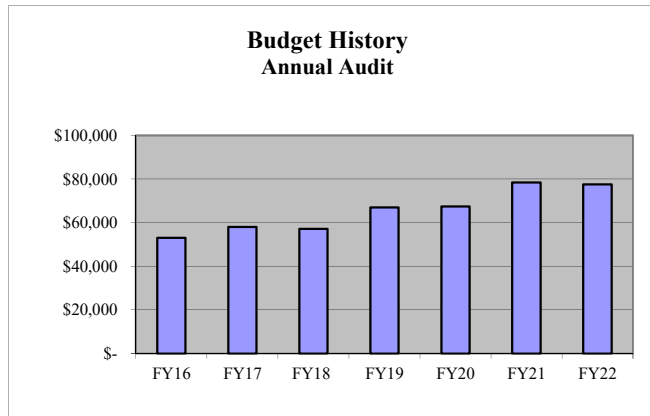
FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
69,863	113,500	77,719		51318	Legal Services		100,000	100,000	80,000	100,000	100,000	100,000
					<i>Rate Increase from \$165 to \$180 per hour</i>							
					Advertising							
60	60	60		52210	Dues & Assoc. Memberships		60	60	60	60	60	60
-	0	1,707		56500	Pandemic Expenses		0	0	0	0	0	0
-	100	96		52510	Attorney Office Supplies		100	100	100	100	100	100
260	500	404		52580	Books, Subscriptions & Education		500	500	100	100	100	100
70,183	114,160	79,986			TOWN ATTORNEY TOTAL		100,660	100,660	80,260	100,260	100,260	100,260

ANNUAL AUDIT (1208)

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	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	67,400	78,400	78,400	77,500	77,500	77,500
Capital Outlay	-	-	-	-	-	-
Total Expenditures	67,400	78,400	78,400	77,500	77,500	77,500

Major Highlights for FY22

- Budget decrease in contractual services.

In FY22 the Annual Audit will:

- Timely and accurately report the financial status of the Town.

Total budget increase \$ (900)

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
59,500	65,000	65,400		51312	Audit & Accounting Services		57,500	57,500	57,500	59,000	59,000	59,000
7,500	2,500	2,000		51315	Contractual Services		13,000	20,900	20,900	18,500	18,500	18,500
					<i>Every other year requirement for detailed OPEB valuation</i>	8,500						
					<i>Potential contractor or additional charge by auditors for GASB 87 lease accounting assistance</i>	10,000						
-	7,800	0		58999	Year End Budget Transfers		0	0	0	0	0	0
67,000	75,300	67,400			ANNUAL AUDIT TOTAL		70,500	78,400	78,400	77,500	77,500	77,500

<p>Mission:</p> <p>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.</p>

Fiscal Year	Budget Amount (\$)
FY16	1,170,000
FY17	1,200,000
FY18	1,280,000
FY19	1,400,000
FY20	1,420,000
FY21	1,380,000
FY22	1,450,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	16.7	14.5	14.5	14.5	13.7	13.7
Expenditures						
Personnel	1,231,395	1,170,985	1,170,985	1,285,418	1,243,012	1,243,012
Operating	201,064	209,275	219,275	211,400	206,900	206,900
Capital Outlay	<u>-</u>	<u>9,900</u>	<u>9,900</u>	<u>9,900</u>	<u>9,900</u>	<u>9,900</u>
Total Expenditures	1,432,459	1,390,160	1,400,160	1,506,718	1,459,812	1,459,812

Total budget increase	\$	69,652
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In FY22 the Town Treasurer will:

- Town of Culpeper FY22 Adopted Budget-May 11, 2021

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

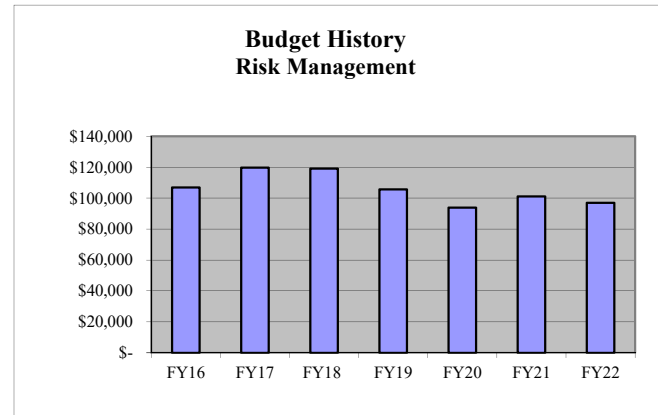
FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
3,565	2,500	1,203		52018	Travel		1,500	1,500	1,500	2,500	1,500	1,500
					MISCELLANEOUS							
1,872	3,000	1,835		52210	Dues & Assoc. Memberships		2,500	2,500	2,500	2,500	2,500	2,500
					<i>GFOA, VGFOA, TAV, Virginia CPA, SHRM (payroll), APA</i>	2,500						
19,549	23,500	46,973		52220	Bank Fees		38,700	50,000	60,000	48,600	48,600	48,600
					<i>Wells Fargo monthly transaction fees</i>	18,000						
					<i>Atlantic Union Bank monthly transaction fees</i>	4,800						
					<i>Electronic Payment Fees - Primarily for NSF transactions</i>	6,000						
					<i>BBT AR Box monthly fees</i>	1,800						
					<i>Electronic Payment Echeck fees</i>	18,000						
					Bad Debt Expense							
10	0	80		56299	Miscellaneous		250	250	250	0	0	0
-	0	65		56500	Pandemic Expenses		0	0	0	0	0	0
-	0	0		58999	Year End Budget Transfers		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
5,319	6,000	5,969		52510	Office Supplies		6,000	6,000	6,000	6,000	6,000	6,000
255	250	443		52580	Books, Subscriptions & Education		300	300	300	300	300	300
1,477	1,500	1,255		52660	Operating Supplies		1,000	1,000	1,000	1,000	1,000	1,000
					CAPITAL OUTLAYS							
651	1,000	0		77300	Furniture & Fixtures		1,000	1,000	1,000	1,000	1,000	1,000
-	3,000	0		77600	Computer Equipment		2,000	2,000	2,000	2,000	2,000	2,000
-	0	0		77900	Leased Equipment		6,900	6,900	6,900	6,900	6,900	6,900
					<i>Pitney Bowes Inserter Machine</i>	4,500						
					<i>Pitney Bowes Mail Machine</i>	2,400						
1,406,021	1,435,145	1,432,459			TOWN TREASURER TOTAL		1,436,555	1,390,160	1,400,160	1,506,718	1,459,812	1,459,812

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 & Staffing Summary						
Category	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	93,814	101,075	91,518	97,047	97,047	97,047
Capital Outlay	-	-	-	-	-	-
Total Expenditures	93,814	101,075	91,518	97,047	97,047	97,047

Major Highlights for FY22

Total budget increase \$ (4,028)

- The budget decrease primarily due to a reduction in Cyber Security Insurance.

In FY22 Risk Management, administered by the Human Resources Department will:

- Manage and administer the Town's occupational safety and health, environmental and insurance programs and claims management activities.
- Work with all departments to continue to provide and improve targeted safety training programs.
- Work to reduce the overall rate of preventable auto accidents and Occupational Safety and Health Administration (OSHA) reportable workplace injuries/illnesses.
- Work to improve the claims management process to ensure timely submission of claims.
- Work to collect and track data so that corrective measures can be implemented to address trends and reduce liability.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

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.

Budget History Information Technology

Fiscal Year	Budget Amount (\$)
FY16	1,075,000
FY17	1,200,000
FY18	1,175,000
FY19	1,350,000
FY20	1,575,000
FY21	1,625,000
FY22	1,775,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	7.0	5.7	5.7	5.7	5.7	5.7
Expenditures						
Personnel	791,261	656,432	656,432	766,255	700,129	700,129
Operating	692,478	823,730	818,980	913,818	913,818	913,818
Capital Outlay	<u>84,434</u>	<u>134,210</u>	<u>134,210</u>	<u>194,830</u>	<u>194,830</u>	<u>194,830</u>
Total Expenditures	1,568,172	1,614,372	1,609,622	1,874,903	1,808,777	1,808,777

Total budget increase	\$	194,405
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- The proposed budget increase includes increases in personnel and health insurance (\$45,702).
- The proposed budget includes an increase in consulting services (\$20,000).
- The proposed budget includes an increase in maintenance service contracts (\$30,783).
- The proposed budget includes an increase for a server infrastructure upgrade, partially offset by a reduction in other upgrades (\$130,000).
- The proposed budget includes an increase to reflect the move of Aclara Maintenance from Enterprise Funds to the IT Budget (\$27,515).

- Provide essential technical resources to Departments to meet the current and planned business functions;
- Provide network security to protect the electronic records of the Town, and;
- Maintain the Town website and other customer facing electronic platforms.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
						IT-Employee Security Awareness	2,400					
						IT-End Users Remote Access	18,260					
						IT-ERP Solution	101,925					
						IT-Firewall	9,365					
						IT-Managed Security	76,400					
						IT-Network Monitoring Software	1,800					
						IT-Password Sec	575					
						IT-Printer Contract	5,000					
						IT-Remote Access Software	1,200					
						IT-Security System	2,500					
						IT-Servers	1,900					
						IT-Service Desk & Patch Deployment	3,000					
						IT-SFTP Software	850					
						IT-Social Media Archiving	5,000					
						IT-Storage Repository	3,785					
						IT-Switches	1,065					
						IT-TOC Domain name	450					
						IT-Virtual Machines & Backups	6,000					
						IT-Virtual Meetings	1,020					
						IT-Website Hosting	6,020					
						IT-Website Monitoring	5,000					
						Manager copier	1,100					
						Planning copier	6,000					
						PW Copier	2,500					
						Tourism copier	4,200					
						Treasurer copier	2,100					
						TR-Tax historical data	6,690					
						IT-Nutanix	4,981					
						Aclara - Moved from Enterprise Funds	27,515					
						OTHER CHARGES						
-	0	4		52710	Postal Services		10	10	10	200	200	200
237,276	206,614	231,274		52720	Telecommunications		285,626	285,626	285,626	299,926	299,926	299,926
					Long Distance	1,008						
					Mobile Communications	86,200						
					Internet, POTS, cable	10,900						
					Land and POTS lines	5,618						
					Fiber, Internet & VOIP	153,000						
					TPD-vehicle routers	35,100						
					Mobile Device Management	8,100						
5,769	12,500	1,618		51920	Education And Training		2,500	2,500	1,000	2,500	2,500	2,500
					Conferences	2,500						
4,115	5,000	3,117		52010	Lodging		3,000	3,000	1,500	1,500	1,500	1,500
1,671	1,500	1,216		52015	Meals		1,500	1,500	750	1,000	1,000	1,000
791	1,700	1,454		52018	Travel		1,700	1,700	700	1,000	1,000	1,000

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[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.

Fiscal Year	Budget Amount
FY16	\$235,000
FY17	\$235,000
FY18	\$245,000
FY19	\$250,000
FY20	\$255,000
FY21	\$270,000
FY22	\$350,000

Budget & Staffing Summary						
Category	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	3.0	3.0	3.0	4.0	4.0	4.0
Expenditures						
Personnel	247,952	259,092	259,092	332,027	334,797	334,797
Operating	11,055	14,200	14,200	14,200	14,200	14,200
Capital Outlay	-	-	-	-	-	-
Total Expenditures	259,007	273,292	273,292	346,227	348,997	348,997

Total budget increase	\$	75,705
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- The proposed budget increase is primarily due to projected increases in personnel and health insurance.
- The proposed budget increase in Manager's Option 2 includes an additional Mechanic (\$70,978)

- Providing cost-effective fleet management services for Town operations.
- Administering State inspections to ensure fleet safety.
- Supporting emergency response and recovery during inclement weather and utility events.
- Using technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
167,120	172,878	173,800		50010	Salaries		172,475	181,289	181,289	228,344	231,693	231,693
65	0	5		50020	Salaries - Overtime		0	0	0	0	0	0
9,667	10,017	10,138		50110	Social Security Tax		10,017	10,564	10,564	13,474	13,697	13,697
2,261	2,344	2,371		50120	Medicare Tax		2,344	2,471	2,471	3,152	3,204	3,204
37,327	37,507	37,685		50130	Health Insurance		38,259	38,259	38,259	54,575	53,298	53,298
16,862	17,249	17,437		50140	VRS Retirement		19,268	20,253	20,253	25,509	25,883	25,883
2,185	2,237	2,260		50145	VRS Group Life Insurance		2,313	2,431	2,431	3,063	3,107	3,107
260	292	272		50150	VRS Disability Insurance		297	297	297	276	281	281
2,774	4,347	3,334		50160	Worker's Comp. Insurance		3,528	3,528	3,528	3,634	3,634	3,634
-	0	649		50169	Hazard Pay		0	0	0	0	0	0
-	150	0		53245	R&M - Vehicle		150	150	150	150	150	150
3,296	3,500	3,765		53250	Maintenance Service Contract		3,500	3,500	3,500	3,500	3,500	3,500
					Invomax	1,200						
					Safety-Kleen Systems	500						
					Heritage-Crystal Clean	300						
					Crane I Services	1,500						
1,281	1,250	1,200		51451	Uniform Rentals		1,250	1,250	1,250	1,250	1,250	1,250
-	750	0		51920	Education and Training		200	200	200	200	200	200
-	500	0		52010	Lodging		0	0	0	0	0	0
25	300	0		52015	Meals		0	0	0	0	0	0
-	200	0		52018	Travel		0	0	0	0	0	0
-	0	0		56500	Pandemic Expenses		0	0	0	0	0	0
169	100	97		52510	Office Supplies		100	100	100	100	100	100
863	1,000	728		53550	Vehicle Fuels		1,000	1,000	1,000	1,000	1,000	1,000
2,445	1,000	664		53560	Vehicle & Equipment Supplies		1,000	1,000	1,000	1,000	1,000	1,000
					Uniform Purchases and Wearing Apparel							
519	650	707		51570	Apparel		500	500	500	500	500	500
2,460	4,000	3,331		52660	Operating Supplies		4,000	4,000	4,000	4,000	4,000	4,000
3,717	2,500	562		53670	Small Tools		2,500	2,500	2,500	2,500	2,500	2,500

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 3101 POLICE DEPARTMENT									
			PERSONNEL - WAGES & BENEFITS									
3,039,941	3,206,494	3,173,875		50010	Salaries		3,213,929	3,449,315	3,449,315	3,383,401	3,452,834	3,452,834
179,556	190,000	186,504		50020	Salaries - Overtime		190,000	190,000	190,000	190,000	190,000	190,000
17,591	30,000	26,645		50030	Salaries - Part-Time		30,000	30,000	30,000	35,000	35,000	35,000
195,788	195,966	206,261		50110	Social Security Tax		194,760	209,358	209,358	203,802	208,275	208,275
45,789	45,850	48,345		50120	Medicare Tax		45,574	48,987	48,987	47,684	48,731	48,731
510,866	527,624	507,913		50130	Health Insurance		554,906	550,965	550,965	645,726	630,830	630,830
301,866	324,198	310,283		50140	VRS Retirement		359,020	385,312	385,312	371,566	379,200	379,200
39,136	42,032	40,204		50145	VRS Group Life Insurance		43,091	46,246	46,246	44,597	45,518	45,518
-	248	0		50150	VRS Disability Insurance		0	0	0	0	0	0
42,541	69,068	51,940		50160	Worker's Comp. Insurance		66,676	66,676	66,676	68,676	68,676	68,676
15,617	22,800	20,727		50165	Uniform Allowance		23,250	22,800	22,800	22,500	22,500	22,500
-	0	24,660		50169	Hazard Pay		0	0	0	0	0	0
			SERVICES - PURCHASED, SHARED, INTERNAL									
490	6,565	67		50210	Health & Medical Services		5,000	5,000	5,000	5,000	5,000	5,000
102	600	717		51314	Consulting Services		600	600	600	600	600	600
					R&M - Equipment							
39,161	25,000	35,857		53245	R&M - Vehicle		30,000	30,000	30,000	35,000	35,000	35,000
					Increase requested due to previous fiscal year additions to the fleet and projected spending. This increase would also support replacing vehicle wraps.							
13,412	15,000	(9,602)		53250	Maintenance Service Contract		124,000	124,000	124,000	125,828	125,828	125,828
					Axon-Interview Room	10,156						
					Axon-Body Cameras	64,368						
					Axon-In car cameras	32,967						
					Callyo	3,000						
					Leads on Line	2,848						
					Biohazard Removal	2,744						
					Equifax	1,200						
					TransUnion	900						
					Document Destruction	650						
					Guardian Tracking	2,600						
					License Plate Reader	1,396						
					Crime Watch	2,999						
4,323	3,000	3,306		52400	Printing and Binding		4,000	4,000	4,000	4,000	4,000	4,000
					Supports the costs of summonses, parking tickets, impoundment forms, etc.							
-	500	266		52410	Advertising		500	500	500	500	500	500
8,830	12,500	9,627		51460	PD9 Task Force		12,500	12,500	12,500	10,000	10,000	10,000
					Decrease due to number of participating agencies							
29,140	29,140	28,520		51480	Shenn. Crim Justice		29,140	29,140	29,140	29,140	29,140	29,140

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT REQUEST	MGR PROPOSED	COUNCIL ADOPTED
					OTHER CHARGES							
781	800	594		52710	Postal Services		800	800	800	800	800	800
152	300	94		52715	Messenger Services		150	150	150	150	150	150
3,910	9,000	7,053		51925	ERT / SCU		9,000	9,000	9,000	9,000	9,000	9,000
17,772	20,000	7,473		51920	Education And Training		20,000	15,000	15,000	20,000	10,000	10,000
					Increase requested due to anticipated mandates by the General Assembly focusing on police reform.							
11,163	9,000	13,246		52010	Lodging		10,500	9,000	9,000	14,000	14,000	14,000
					Increase requested due to anticipated mandates by the General Assembly focusing on police reform.							
16,497	16,000	9,753		52015	Meals		16,000	16,000	16,000	16,000	11,000	11,000
4,663	3,000	727		52018	Travel		5,000	3,000	0	3,000	2,000	2,000
10,460	10,335	10,335		56130	Contributions		10,335	10,335	10,335	10,335	10,335	10,335
					<i>Crisis Intervention Team</i>	6,967						
					<i>Regional Housing & Homelessnes</i>	3,368						
					MISCELLANEOUS ITEMS							
6,377	6,000	4,480		52210	Dues & Assoc. Memberships		6,000	6,000	6,000	6,000	5,000	5,000
2,500	5,000	2,500		51560	Informant Fees		5,000	5,000	5,000	5,000	5,000	5,000
9,835	23,000	25,591		56270	Grant-funded expenditures		15,000	65,000	65,000	15,000	15,000	15,000
3,644	5,000	4,708		56299	Miscellaneous		5,000	5,000	5,000	5,000	5,000	5,000
-	0	32,290		56500	Pandemic Expenses		0	0	0	0	0	0
-	(62,476)	0		58999	Year End Budget Transfers		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
6,294	5,500	4,248		52510	Office Supplies		5,500	5,500	5,500	5,500	5,500	5,500
62,340	65,000	55,406		53550	Vehicle Fuels		65,000	65,000	55,000	65,000	65,000	65,000
433	0	339		53555	Lube Oil		0	0	0	0	0	0
30,110	23,000	21,172		53560	Vehicle & Equipment Supplies		25,000	25,000	25,000	30,000	25,000	25,000
					Increase requested due to previous fiscal year additions to the fleet and projected spending. This increase would also support replacing vehicle wraps.							
32,340	33,000	31,165		51570	Uniform Purchases and Wearing Apparel		35,000	35,000	35,000	35,000	35,000	35,000
-	0	0		52580	Books, Subscriptions & Education		0	0	0	0	0	0
-	0	0		52670	Peer Support/Narcotics K9		0	0		6,000	6,000	6,000
					New line item - moved from Operating Supplies							

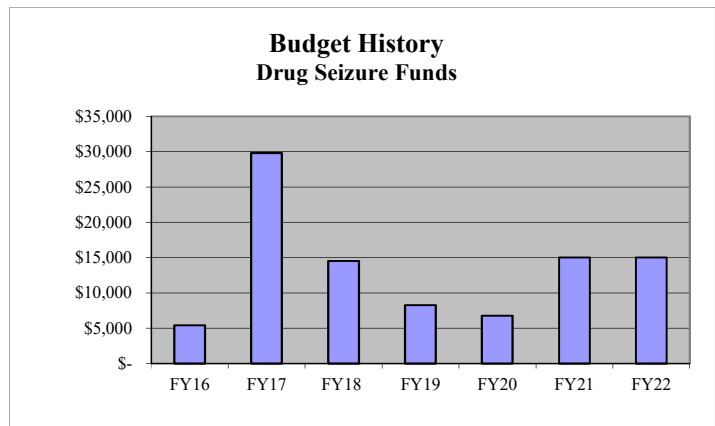
TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
30,672	33,000	31,677		52660	Operating Supplies		45,000	39,000	39,000	33,000	33,000	33,000
					<i>Decrease of \$6,000 with creation of line item 52670 Peer Support/Norcotics K9</i>							
					CAPITAL OUTLAYS							
97,225	152,000	86,957		77200	Machinery & Equipment		30,000	76,406	76,406	30,000	30,000	30,000
					<i>Miscellaneous Equipment</i>	30,000						
2,940	3,000	673		77300	Furniture & Fixtures		3,000	3,000	3,000	3,000	2,000	2,000
-	28,824	28,927		77500	Vehicle Replacement		58,000	34,147	34,147	127,000	127,000	127,000
					<i>Replacing #722 (2005 Chevy Impala</i>	51,000						
					<i>Replacing #729 (2007 Chevy Impala) with civilian unit</i>	25,000						
					<i>Replace #707 (2013 Ford Taurus-Police Interceptor</i>	51,000						
-	18,012	10,204		77600	Computer Equipment		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
4,834,256	5,152,880	5,055,725			POLICE DEPARTMENT TOTAL		5,296,231	5,632,735	5,619,735	5,661,805	5,707,417	5,707,417

←----- THE C-SYSTEMS-ONE (C10) -----→

<p>Mission:</p> <p>To expend funds passed through from the Commonwealth of Virginia from seized assets in the Town of Culpeper.</p>
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Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	6,767	15,000	15,000	15,000	15,000	15,000
Capital Outlay	-	-	-	-	-	-
Total Expenditures	6,767	15,000	15,000	15,000	15,000	15,000

Major Highlights for FY22

Total budget increase	\$	-
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- No budget increase proposed.

In FY22 the PD Drug Fund, as administered by the Police Department will:

- Budget will be adjusted throughout the year as funds are received.

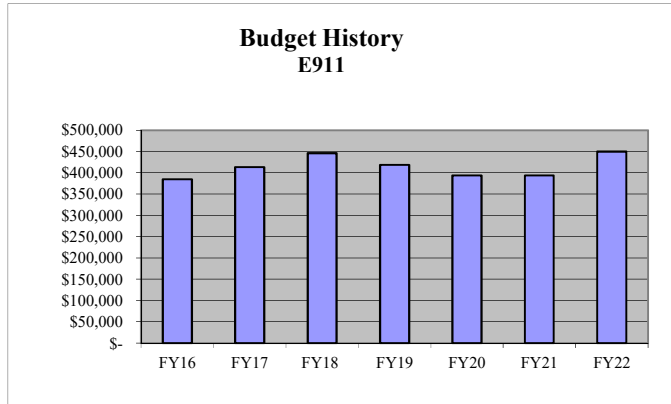
TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
515	600	0		52010	Lodging		0	0	0	0	0	0
-	250	0		52015	Meals		0	0	0	0	0	0
7,737	9,150	6,767		52660	Operating Supplies		15,000	15,000	15,000	15,000	15,000	15,000
8,252	10,000	6,767					15,000	15,000	15,000	15,000	15,000	15,000

← **27.11 (SAT)** →

Mission
To provide financial support for the E911 Joint Operations Center.

Budget and Staff Resources:



Budget & Staffing Summary						
	FY20	FY21	FY21	FY22	FY22	FY22
Category	<u>Actual</u>	<u>Amended</u>	<u>Projected</u>	<u>Dept Request</u>	<u>Mgr Proposed</u>	<u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	510,342	393,718	393,718	449,619	449,619	449,619
E911 Reserves	-	(393,718)	(393,718)	-	-	-
Total Expenditures	510,342	-	-	449,619	449,619	449,619

Major Highlights for FY22	Total budget increase	\$	449,619
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Total budget increase	\$	449,619
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- The proposed budget increase is based on projections provided by Culpeper County.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

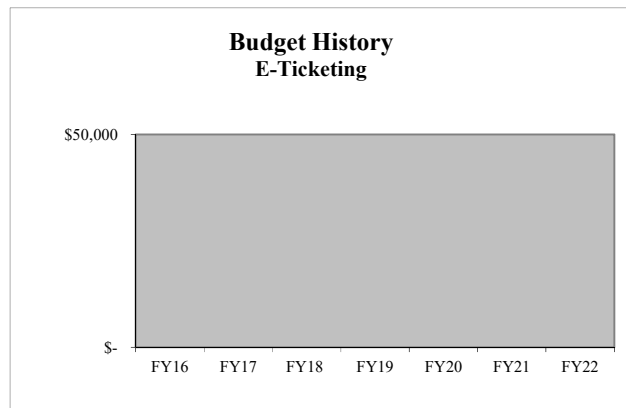
FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
418,088	510,342	510,342		51720	E911 Center - Town's Share		393,718	393,718	393,718	449,619	449,619	449,619
-	0	0		51721	E911 - Reimb & Recoveries		0	(393,718)	(393,718)	0	0	0
418,088	510,342	510,342			E911 JOINT OPERATIONS TOTAL		393,718	-	-	449,619	449,619	449,619

E-TICKETING (3104)

Mission

To provide financial support for the E-Ticketing Program.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY20 Actual	FY21 Amended	FY21 Projected	FY22 Dept Request	FY22 Mgr Proposed	FY22 Adopted
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel						
Operating	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Total Expendi	-	-	-	-	-	-

Major Highlights for FY22

Total budget increase \$ -

-All expenses shall be offset by revenue received from court costs collected from the local courts.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

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

Fiscal Year	Budget (\$)
FY16	145,000
FY17	142,000
FY18	155,000
FY19	150,000
FY20	155,000
FY21	158,000
FY22	160,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	154,655	155,850	157,421	158,000	158,000	158,000
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	154,655	155,850	157,421	158,000	158,000	158,000

Total budget increase	\$	2,150
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- The proposed budget includes an increase to reflect anticipated funds to be received from the State.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
151,693	153,500	154,655		56110	Contribution - Civic & Community		155,850	155,850	157,421	158,000	158,000	158,000
					<i>Town contributions</i>	95,000						
					<i>Fire Services Allocation</i>	63,000						
-	1,155	0		58999	Year End Budget Transfers		0	0	0	0	0	0
151,693	154,655	154,655			VOL FIRE DEPARTMENT TOTAL		155,850	155,850	157,421	158,000	158,000	158,000

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

**Budget History
Rescue Services**

Fiscal Year	Budget Amount
FY16	\$25,000
FY17	\$25,000
FY18	\$25,000
FY19	\$25,000
FY20	\$25,000
FY21	\$25,000
FY22	\$25,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <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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- The proposed budget does not anticipate an increase.

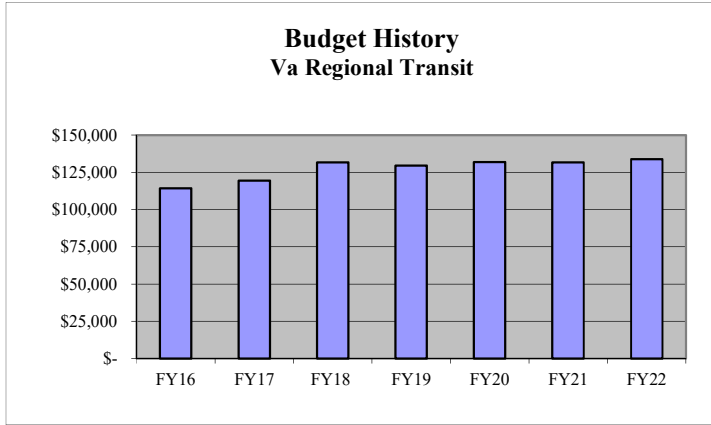
TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

[illegible]

<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	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	131,840	131,532	131,532	133,761	133,761	133,761
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	131,840	131,532	131,532	133,761	133,761	133,761

Major Highlights for FY22	Total budget increase	\$	2,229
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- The proposed budget increase is based on the request provided by Virginia Regional Transit to fund the system at current level of service.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 3204 VIRGINIA REGIONAL TRANSIT AUTHORITY									
129,410	131,840	131,840		56130	Contributions		131,532	131,532	131,532	133,761	133,761	133,761
129,410	131,840	131,840	VIRGINIA REGIONAL TRANSIT TOTAL				131,532	131,532	131,532	133,761	133,761	133,761

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
FY16	\$255,000
FY17	\$195,000
FY18	\$180,000
FY19	\$175,000
FY20	\$195,000
FY21	\$195,000
FY22	\$200,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	2.0	2.0	2.0	2.0	2.0	2.0
Expenditures						
Personnel	182,265	183,195	183,195	184,963	187,317	187,317
Operating	8,228	12,650	12,650	13,250	12,750	12,750
Capital Outlay	<u>6,730</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	197,223	195,845	195,845	198,213	200,067	200,067

Total budget increase	\$	4,222
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- The proposed budget increase is primarily due to projected increases in personnel, health insurance, and health & medical service.

- Work with citizens to resolve community problems effectively.
- Direct general and traffic engineering services to manage change and support future needs
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
105,075	109,070	127,345		50010	Salaries		119,470	125,559	125,559	123,651	126,181	126,181
3,289	4,000	2,707		50020	Salaries - Overtime (Inspector)		4,000	4,000	4,000	4,000	4,000	4,000
6,203	6,187	7,578		50110	Social Security Tax		6,924	7,302	7,302	7,197	7,364	7,364
1,451	1,448	1,772		50120	Medicare Tax		1,620	1,708	1,708	1,684	1,723	1,723
26,396	25,208	26,541		50130	Health Insurance		26,926	26,926	26,926	30,953	30,248	30,248
10,591	11,028	12,300		50140	VRS Retirement		13,347	14,027	14,027	13,813	14,095	14,095
317	358	422		50150	VRS Disability Insurance		417	417	417	388	396	396
1,372	1,430	1,594		50145	VRS Group Life Insurance		1,602	1,683	1,683	1,658	1,691	1,691
1,236	1,937	1,486		50160	Worker's Comp. Insurance		1,572	1,572	1,572	1,619	1,619	1,619
-	0	521		50169	Hazard Pay		0	0	0	0	0	0
3,000	15,000	1,600		51314	Consulting Services		0	0	0	0	0	0
2,953	10,000	0		51316	Engineering Services		5,000	5,000	5,000	5,000	5,000	5,000
700	750	0		53245	R&M - Vehicle		750	750	750	750	250	250
-	75	0		52400	Printing and Binding		0	0	0	0	0	0
-	0	0		52710	Postal Services		0	0	0	0	0	0
1,248	1,000	1,280		51920	Education and Training		500	500	500	1,000	1,000	1,000
-	300	356		52010	Lodging		0	0	0	300	300	300
9	500	185		52015	Meals		0	0	0	500	500	500
-	300	143		52018	Travel		0	0	0	300	300	300
638	600	228		52210	Dues & Assoc. Memberships		600	300	300	300	300	300
-	0	0		56500	Pandemic Expenses		0	0	0	0	0	0
-	9,741	0		58999	Year End Budget Transfers		0	0	0	0	0	0
314	400	1,063		52510	Office Supplies		400	400	400	400	400	400
4,716	3,000	2,388		53550	Vehicle Fuels		4,000	4,000	4,000	3,000	3,000	3,000
987	1,000	501		53560	Vehicle & Equipment Supplies		1,000	1,000	1,000	1,000	1,000	1,000
					Uniform Purchases and Wearing							
837	500	346		51570	Apparel		500	500	500	500	500	500
-	0	0		52580	Books, Subscriptions & Education		0	0	0	0	0	0
107	200	139		52660	Operating Supplies		200	200	200	200	200	200
-	0	6,730		77200	Machinery & Equipment		0	0	0	0	0	0
-	0	0		77300	Furniture & Fixtures		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
171,437	204,032	197,223		GENERAL ENGINEERING TOTAL			188,828	195,845	195,845	198,213	200,067	200,067

← SHARPERS (1102) →

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 (\$)
FY16	1,750,000
FY17	2,250,000
FY18	1,950,000
FY19	2,900,000
FY20	2,650,000
FY21	2,550,000
FY22	2,650,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Mgr Opt 1</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	18.3	15.3	15.3	16.3	16.3	16.3
Expenditures						
Personnel	1,400,613	1,326,554	1,354,118	1,361,808	1,361,808	1,361,808
Operating	1,224,148	1,206,100	1,201,850	1,210,450	1,300,450	1,300,450
Capital Outlay	-	-	-	-	-	-
Total Expenditures	2,624,761	2,532,654	2,555,968	2,572,258	2,662,258	2,662,258

Major Highlights for FY22

Total budget increase

\$ 129,605

- The proposed budget increase is partially due to projected increases in personnel, health insurance, and health & medical service.
- The proposed budget increase is partially due to an increase in R&M Infrastructure to pave E. Chandler Street in Manager's Option 2 only (\$90,000)

In FY22 the Streets Department will:

- Work with citizens to resolve community problems effectively.
- Provide safe and reliable transportation infrastructure services in all weather conditions. Reestablish R & M infrastructure budget for improving street pavement conditions.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner.
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
-	50	13		52710	Postal Services		50	50	50	50	50	50
1,110	4,000	2,083		51920	Education and Training		0	0	50	50	50	50
642	500	271		52010	Lodging		0	0	0	500	500	500
1,045	1,000	847		52015	Meals		1,000	1,000	1,000	1,000	1,000	1,000
28	100	0		52018	Travel		100	0	0	100	100	100
					MISCELLANEOUS ITEMS							
222	600	0		52210	Dues & Assoc. Memberships		600	300	1,500	1,500	500	500
-	0	0		56299	Miscellaneous		0	0	0	0	0	0
-	0	262		56500	Pandemic Expenses		0	0	500	500	500	500
-	32,424	0		58999	Year End Budget Transfers		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
624	750	594		52510	Office Supplies		750	750	750	750	750	750
399	200	0		54520	Agricultural Supplies		200	200	200	200	200	200
977	600	606		53540	Janitorial Supplies		600	600	600	600	600	600
38,204	35,000	29,684		53550	Vehicle Fuels		40,000	40,000	35,000	35,000	35,000	35,000
1,627	1,400	1,989		53555	Lube Oil		1,400	1,400	1,400	1,400	1,400	1,400
64,204	45,000	48,117		53560	Vehicle & Equipment Supplies		45,000	45,000	45,000	45,000	45,000	45,000
					Uniform Purchases and Wearing							
4,337	3,500	4,936		51570	Apparel		3,500	3,500	5,000	5,000	5,000	5,000
5,719	5,000	5,292		52660	Operating Supplies		5,000	5,000	4,000	4,000	4,000	4,000
669	2,000	5,620		53670	Small Tools		2,000	2,000	2,000	2,000	2,000	2,000
					CAPITAL OUTLAYS							
15,300	0	0		77200	Machinery & Equipment		0	0	0	0	0	0
-	0	0		77500	Vehicle Replacement		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
2,902,178	2,632,985	2,624,761			PUBLIC WORKS - STREETS TOTAL		2,561,215	2,532,654	2,555,968	2,648,490	2,662,258	2,662,258

[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>
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Fiscal Year	Budget (\$)
FY16	155,000
FY17	35,000
FY18	48,000
FY19	102,000
FY20	28,000
FY21	58,000
FY22	58,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	3,397	10,000	5,000	10,000	10,000	10,000
Operating	22,644	35,800	35,300	35,300	35,300	35,300
Capital Outlay	<u>-</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Total Expenditures	26,041	57,800	52,300	57,300	57,300	57,300

-Proposed budget decrease primarily due to reduction in fuel.

Total budget increase	\$	(500)
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-Proposed budget decrease primarily due to reduction in fuel.

In FY22 the Snow & Ice Division will:

- Work with citizens to resolve community problems effectively.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner.
- Provide safe and reliable transportation infrastructure services in all weather conditions.
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

- Work with citizens to resolve community problems effectively.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner.
- Provide safe and reliable transportation infrastructure services in all weather conditions.
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 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
FY16	\$145,000
FY17	\$145,000
FY18	\$180,000
FY19	\$170,000
FY20	\$180,000
FY21	\$215,000
FY22	\$195,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	1.0	1.0	1.0	1.0	1.0	1.0
Expenditures						
Personnel	74,281	78,203	78,203	86,902	87,755	87,755
Operating	104,390	142,085	141,085	135,400	110,400	110,400
Capital Outlay	<u> -</u>	<u> -</u>	<u> -</u>	<u> -</u>	<u> -</u>	<u> -</u>
Total Expenditures	178,670	220,288	219,288	222,302	198,155	198,155

Major Highlights for FY22	Total budget increase	\$	(22,133)
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- The proposed budget decrease is due to a reduction in R&M Infrastructure (\$25,000).

In FY22 the Traffic Engineering Department will:

- Work with citizens to resolve community problems effectively.
- Direct general and traffic engineering services for managing change and supporting future needs.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner.
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

- Work with citizens to resolve community problems effectively.
- Direct general and traffic engineering services for managing change and supporting future needs.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner.
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

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.

Fiscal Year	Budget Amount
FY16	\$380,000
FY17	\$350,000
FY18	\$360,000
FY19	\$400,000
FY20	\$420,000
FY21	\$700,000
FY22	\$680,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	4.0	4.0	4.0	4.0	4.0	4.0
Expenditures						
Personnel	276,458	294,544	294,544	291,150	294,322	294,322
Operating	135,695	137,700	138,500	138,800	136,800	136,800
Capital Outlay	<u>-</u>	<u>273,000</u>	<u>272,090</u>	<u>260,000</u>	<u>260,000</u>	<u>260,000</u>
Total Expenditures	412,153	705,244	705,134	689,950	691,122	691,122

Major Highlights for FY22	Total budget increase	\$	(14,122)
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Total budget increase	\$	(14,122)
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- The proposed budget decrease is a result of a reduction in the vehicles line item.

In FY22 the Sanitation Department will:

- Work with citizens to resolve community problems effectively.
- Deploy efficient and reliable sanitation services for protecting public health.
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
				GRANTS								
5,117	5,500	4,052		58840	Grant - Litter Control		4,200	4,200	4,200	4,500	4,500	4,500
398,794	703,824	412,153		SANITATION TOTAL			419,220	705,244	705,134	689,950	691,122	691,122
												-

← 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.

Fiscal Year	Budget Amount
FY16	\$780,000
FY17	\$630,000
FY18	\$460,000
FY19	\$580,000
FY20	\$640,000
FY21	\$640,000
FY22	\$610,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	4.0	4.0	4.0	4.0	4.0	4.0
Expenditures						
Personnel	260,064	276,198	276,198	234,874	238,129	238,129
Operating	340,322	362,075	378,200	360,050	355,050	355,050
Capital Outlay	<u>40,773</u>	<u>-</u>	<u>-</u>	<u>16,000</u>	<u>16,000</u>	<u>16,000</u>
Total Expenditures	641,159	638,273	654,398	610,924	609,179	609,179

Major Highlights for FY22	Total budget increase	\$	(29,094)
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Total budget increase	\$	(29,094)
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- The proposed budget includes decrease in R&M Building & Grounds (\$18,875). Manager's Option 1 (\$53,875)
- The proposed budget decrease is partially due to personnel turnover.

In FY22 the General Properties Department will:

- Work with citizens to resolve community problems effectively.
- Manage Town facilities for community use and enterprise operations. Preserving community historical sites such as the Depot, Fairview Cemetery, Azalea Street Cemetery and the Burgandine House.
- Utilize public works assets to promote economic, public safety and community development activities.
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
				Dept 4302 GENERAL PROPERTIES								
				PERSONNEL - WAGES & BENEFITS								
83,998	174,009	176,994		50010	Salaries		175,137	186,122	186,122	159,350	162,803	162,803
1,469	2,000	290		50020	Salaries - Overtime		2,000	2,000	2,000	2,000	2,000	2,000
4,734	9,976	10,016		50110	Social Security Tax		9,983	10,664	10,664	9,402	9,627	9,627
1,107	2,335	2,343		50120	Medicare Tax		2,336	2,495	2,495	2,200	2,253	2,253
26,647	44,704	48,823		50130	Health Insurance		50,425	50,425	50,425	40,346	39,426	39,426
8,211	17,447	17,706		50140	VRS Retirement		19,565	20,793	20,793	17,802	18,189	18,189
1,064	2,262	2,294		50145	VRS Group Life Insurance		2,349	2,496	2,496	2,136	2,184	2,184
-	0	0		50150	VRS Disability Insurance		0	0	0	399	408	408
946	3,110	1,135		50160	Worker's Comp. Insurance		1,203	1,203	1,203	1,239	1,239	1,239
-	0	461		50169	Hazard Pay		0	0	0	0	0	0
				SERVICES - PURCHASED, SHARED, INTERNAL								
33,108	40,000	35,236		51315	Contractual Services		36,000	36,000	36,000	40,000	40,000	40,000
1,450	0	0		51316	Engineering Services		0	0	0	0	0	0
219,664	133,000	78,234		53230	R&M - Building & Grounds		120,000	138,875	105,000	120,000	120,000	120,000
-	0	0		53231	R&M - Museum Building		0	0	0	0	0	0
20	400	60		53245	R&M - Vehicle		400	400	400	400	400	400
-	0	0		53249	R&M - Misc. / Other		0	0	0	0	0	0
62,572	43,000	56,527		53250	Maintenance Service Contract		46,000	46,000	60,000	54,500	54,500	54,500
					Exterminator services for pest control	2,500						
					HVAC preventative maintenance services for general properties	20,000						
					Elevator Inspections	2,000						
					Fire System Inspections	2,500						
					Custodial Maintenance for town facilities	25,000						
					Fire Alarm Maintenance	2,500						
-	0	0		52400	Printing and Binding		0	0	0	0	0	0
-	0	0		52410	Advertising		0	0	0	0	0	0
3,661	3,500	1,155		51451	Uniform Rentals		2,000	2,000	2,000	2,000	2,000	2,000
				OTHER CHARGES								
90,570	95,000	83,392		55610	Electrical Services		90,000	90,000	85,000	90,000	85,000	85,000
27,869	25,000	22,715		55620	Heating Services		25,000	25,000	25,000	25,000	25,000	25,000
3,373	3,300	2,507		55630	Water Services		3,000	3,000	3,000	3,000	3,000	3,000
3,461	3,500	3,075		53640	Sewage Services		3,500	3,500	3,500	3,500	3,500	3,500
1,557	200	174		53660	Disposal Fees		200	200	200	200	200	200
6,159	0	5,413		52720	Telecommunications		6,000	6,000	6,000	6,000	6,000	6,000
-	0	0		52010	Lodging		0	0	0	0	0	0
-	90	0		52015	Meals		90	0	0	100	100	100
				MISCELLANEOUS								
-	0	33,820		56500	Pandemic Expenses		0	0	35,000	0	0	0
-	31,756	0		58999	Year End Budget Transfers		0	0	0	0	0	0

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

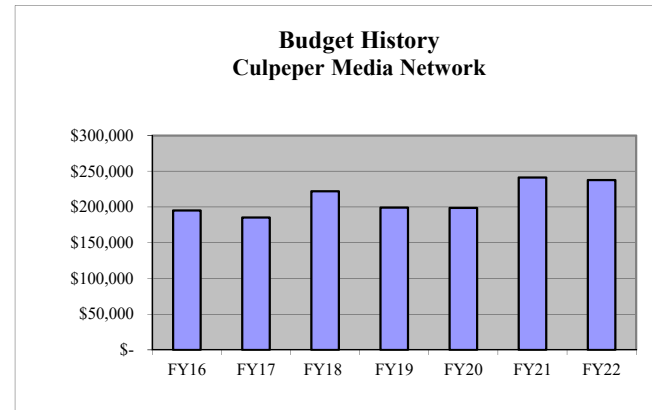
FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT REQUEST	MGR PROPOSED	COUNCIL ADOPTED
86	100	0		52510	Office Supplies		100	100	100	100	100	100
2,418	3,500	7,201		53540	Janitorial Supplies		3,500	3,500	8,000	8,000	8,000	8,000
2,415	2,500	1,496		53550	Vehicle Fuels		2,500	2,500	2,500	2,000	2,000	2,000
655	2,000	5,800		53560	Vehicle & Equipment Supp		2,000	2,000	2,000	2,000	2,000	2,000
548	400	538		51570	Uniform Purchases & Wearing Apparel		500	500	2,500	750	750	750
787	1,000	1,259		52660	Operating Supplies		1,500	1,500	1,000	1,500	1,500	1,500
892	700	1,723		53670	Small Tools		1,000	1,000	1,000	1,000	1,000	1,000
-	0	0		77200	Machinery & Equipment		0	0	0	0	0	0
-	0	25,773		77300	Furniture and Fixtures		0	0	0	16,000	16,000	16,000
					<i>Work station installation for Culpeper Police Department forensics laboratory</i>	-						
-	15,000	15,000		77500	Vehicle Replacement		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
589,442	659,789	641,159			GENERAL PROPERTIES TOTAL		606,288	638,273	654,398	610,924	609,179	609,179

COLEMAN MEDICAL NETWORK (6000)

Mission:
To provide funding for Culpeper Media Network.

To provide funding for Culpeper Media Network.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	2.0	2.0	2.0	2.0	2.0	2.0
Expenditures						
Personnel	139,354	153,695	153,695	160,418	162,544	162,544
Operating	43,800	53,071	50,951	67,045	67,045	67,045
Capital Outlay	<u>15,358</u>	<u>34,500</u>	<u>33,200</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Total Expenditures	198,512	241,266	237,846	235,464	237,590	237,590

Major Highlights for FY22

Total budget increase	\$	(3,676)
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- The proposed budget is as requested by the Culpeper Media Network.

-The proposed budget shall be offset with Revenue received from the following:

100-0000-4467 Cable - Tape Sales	-
100-0000-4468 Cable - PEG Fees	7,000
100-0000-4552 Misc- Sponsorship	2,000
100-0000-4666 Cable - Contributions - County	<u>117,732</u>
	126,732

The Culpeper Cable Commission is looking to improve many facets in its service to Culpeper:

1. Improve distribution of broadcast to cover smart-tv capable applications.
2. Integration of real-time information from government personnel and agencies.
3. Captioning of live government meetings.
4. Archiving footage for preservation and ease of access.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

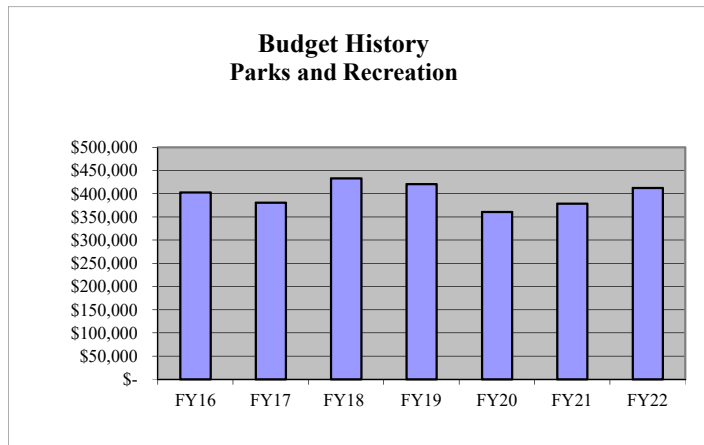
FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
			Dept 6600 CULPEPER MEDIA NETWORK									
			PERSONNEL - WAGES & BENEFITS									
107,131	111,544	102,905		50010	Salaries - Regular		111,194	112,835	112,835	115,578	117,759	117,759
311	0	7		50020	Salaries - Overtime		0	0	0	0	0	0
6,066	6,315	5,795		50110	Social Security Tax		6,281	6,383	6,383	6,588	6,737	6,737
1,419	1,478	1,355		50120	Medicare Tax		1,470	1,494	1,494	1,541	1,577	1,577
18,010	18,011	17,346		50130	Health Insurance		18,377	18,377	18,377	21,770	21,252	21,252
10,875	11,278	10,231		50140	VRS Retirement		12,421	12,604	12,604	12,911	13,155	13,155
1,409	1,462	1,326		50145	VRS Group Life Insurance		1,491	1,513	1,513	1,550	1,579	1,579
214	239	152		50150	VRS Disability Insurance		237	237	237	221	226	226
198	310	237		50160	Worker's Comp Insurance		252	252	252	259	259	259
-	0	0		50169	Hazard Pay		0	0	0	0	0	0
			SERVICES									
-	0	0		51315	Contractual Services		6,000	0	0	0	0	0
					Captioning							
11,275	11,000	7,450		51319	Temporary Help Services		11,000	3,000	1,000	11,005	11,005	11,005
					Football broadcasts	2,800						
					Basketball broadcasts	2,600						
					Lacrosse broadcasts	2,160						
					Playoff broadcasts	945						
					Other temp services as needed	2,500						
879	2,000	194		53240	R&M - Equipment		1,000	1,000	650	1,000	1,000	1,000
322	3,000	285		53245	R&M - Vehicle		100	100	100	100	100	100
-	500	63		53249	R&M - Misc./Other		500	500	500	500	500	500
1,720	2,000	1,560		53250	Maintenance Service Contract		1,750	1,750	1,750	1,750	1,750	1,750
					Rockie Maids							
128	1,000	61		52410	Advertising		500	200	0	500	500	500
			OTHER CHARGES									
1,067	2,500	705		55610	Electrical Services		2,250	2,250	2,250	2,250	2,250	2,250
160	200	165		53660	Disposal Fees		200	200	200	200	200	200
268	300	256		52710	Postal Services		300	300	100	300	300	300
2,654	2,000	2,446		52720	Telecommunications		3,500	3,500	3,500	3,500	3,500	3,500
4,636	3,750	4,693		52721	Telecomm-Streaming		4,000	4,000	4,000	5,000	5,000	5,000
184	1,000	108		52722	Telecomm - Website		500	500	100	500	500	500
-	0	0		52723	Telecomm - Captioning		0	6,000	6,000	6,000	6,000	6,000
-	0	0		55820	Fire/Property Insurance		0	0	0	0	0	0
345	480	480		55840	Motor Vehicle Insurance		80	80	80	82	82	82
77	105	105		55870	General Liability Insurance		105	105	105	108	108	108
17,861	20,136	20,501		55940	Lease - Building		20,136	20,136	20,136	22,000	22,000	22,000
989	2,500	99		51920	Education & Training		2,500	1,000	200	2,500	2,500	2,500
320	1,500	0		52010	Lodging		0	0	0	0	0	0
593	600	449		52015	Meals		600	0	0	600	600	600
64	800	0		52018	Travel		0	0	0	0	0	0
			MISCELLANEOUS									

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
280	500	180		52210	Dues & Assoc. Memberships		450	450	580	450	450	450
-	2,000	0		56290	Historical Programming		0	0	0	0	0	0
-	500	0		56299	Miscellaneous		500	500	500	500	500	500
-	0	1,023		56500	Pandemic Expenses		0	0	2,000	0	0	0
					MATERIALS AND SUPPLIES							
156	2,000	286		52510	Office Supplies		2,000	2,000	2,000	2,000	2,000	2,000
320	500	178		53550	Vehicle Fuels		500	500	200	500	500	500
					Uniform Purchases & Wearing							
246	700	1,112		51570	Apparel		700	0	0	700	700	700
4,308	5,000	1,404		52660	Operating Supplies		5,000	5,000	5,000	5,000	5,000	5,000
					CAPITAL OUTLAYS							
3,325	14,000	12,110		77200	Machinery & Equipment		3,000	3,000	2,700	3,000	3,000	3,000
					<i>Archiving and Backup equipment</i>	1,000						
					<i>LIVE Equipment upgrade</i>	2,000						
285	2,700	457		77300	Furniture & Fixtures		1,000	1,000	800	1,000	1,000	1,000
-	0	0		77500	Vehicle Replacement		0	28,000	28,000	0	0	0
509	6,000	1,491		77600	Computer Hardware & Equipment		500	500	200	2,000	2,000	2,000
					<i>Computer Upgrades</i>	1,000						
					<i>Monitor & Mounting for front</i>							
					<i>control room</i>	500						
					<i>Misc. LIVE Equipment</i>	500						
645	2,000	1,300		52650	Computer Software		2,000	2,000	1,500	2,000	2,000	2,000
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
					DEBT SERVICE/TRANSFERS/CONTINGENCY							
					Contingency							
199,251	241,908	198,512			CULPEPER MEDIA NETWORK TOTAL		222,394	241,266	237,846	235,464	237,590	237,590

<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	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	4.00	4.00	4.00	4.00	4.00	4.00
Expenditures						
Personnel	293,235	308,352	308,352	315,362	318,519	318,519
Operating	67,225	65,550	67,850	86,050	84,050	84,050
Capital Outlay	<u>651</u>	<u>5,000</u>	<u>5,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Expenditures	361,112	378,902	381,202	411,412	412,569	412,569

Major Highlights for FY22	Total budget increase	\$	33,666
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Total budget increase	\$	33,666
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- The proposed budget increase is partially due to the inclusion of the Fireworks display, not included in FY21 Amended (\$20,000).
- The proposed budget includes an increase for park benches at Rockwater Park in Manager's Option 2 only (\$17,600).
- The proposed budget includes an increase in Machine & Equipment to replace mowing equipment (\$5,000).

In FY22 the Parks & Recreation Department will:

- Work with citizens to resolve community problems effectively.
- Sustain public parks and recreational facilities for community needs and quality of life.
- Partner with County Parks and Recreation to deliver recreational programs and signature events. Partnering with CRI to deliver special events for attracting visitors to the historical downtown area.
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
5,413	2,000	5,466		53560	Vehicle & Equipment Supplies		4,000	4,000	4,000	4,000	4,000	4,000
1,502	1,200	1,467		51570	Uniform Purchases and Wearing Apparel		1,200	1,200	1,500	1,500	1,500	1,500
1,167	1,000	1,199		52660	Operating Supplies		1,000	1,000	1,000	1,000	1,000	1,000
123	800	881		53670	Small Tools		800	800	800	800	800	800
					CAPITAL OUTLAYS							
4,000	6,000	651		77200	Machinery & Equipment		5,000	5,000	5,000	10,000	10,000	10,000
					<i>Replacement mowing equipment for malfunctioning or unsafe mowing equipment in park operations</i>							
-	0	0		77900	Leased Equipment		0	0	0	0	0	0
420,648	360,497	361,112			PARKS & RECREATION TOTAL		352,381	378,902	381,202	411,412	412,569	412,569
												-

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
FY16	\$132,000
FY17	\$136,000
FY18	\$114,000
FY19	\$132,000
FY20	\$70,000
FY21	\$86,000
FY22	\$56,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	1.0	-	-	1.0	-	1.0
Expenditures						
Personnel	52,401	10,037	10,037	68,228	8,000	8,000
Operating	17,995	9,750	10,350	43,900	43,900	43,900
Capital Outlay	<u>-</u>	<u>68,000</u>	<u>65,000</u>	<u>79,000</u>	<u>4,000</u>	<u>4,000</u>
Total Expenditures	70,396	87,787	85,387	191,128	55,900	55,900

- The proposed budget decrease is due to a reduction in Machine & Equipment (\$64,000).
- The proposed budget decrease is partially offset due to removal of demolition of caretaker's house (\$25,000).
- The proposed budget decrease is partially offset due to an increase in contractual services (\$5,000).

Total budget increase	\$	(31,887)
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- Work with citizens to resolve community problems effectively.
- Sustain Fairview Cemetery for community needs and quality of life.
- Preserve community historical sites such as the Depot, Fairview Cemetery, Azalea Street Cemetery and the Burgandine House.
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

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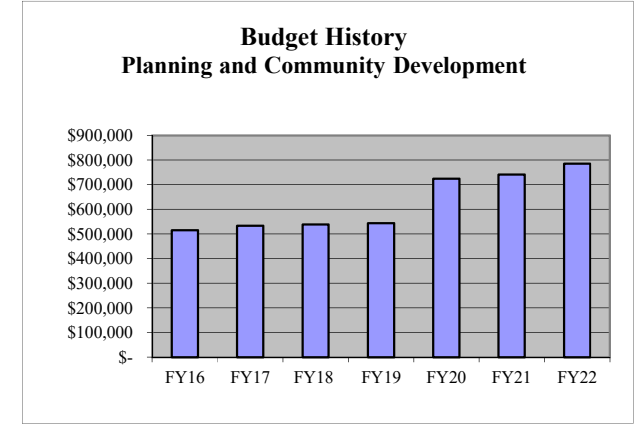
TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

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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	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	11.0	9.0	9.0	11.0	11.0	11.0
Expenditures						
Personnel	670,319	575,808	575,808	727,560	736,407	736,407
Operating	53,894	165,173	159,473	57,200	48,700	48,700
Capital Outlay	-	-	-	-	-	-
Total Expenditures	724,213	740,981	735,281	784,760	785,107	785,107

Major Highlights for FY22

Total budget increase	\$	44,127
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- The proposed budget decrease due to a reduction in contractual services (\$117,873).
- The proposed budget decrease is partially offset due to the funding of the Principle Planner position not included in the FY21 Amended budget.
- The proposed Manager's Option 2 only includes the reinstatement of the Planning & Zoning Assistant position (\$49,685)

In FY22 the Planning & Zoning Department will:

- Continue providing current and long range planning services with updates of the Comprehensive Plan and Downtown Vision Plan every five years.
- Fairly and politely administering the Zoning Ordinance and Maintenance Code including intelligent use of discretion in enforcement and solving Ordinance violation
- Maximize public and development community input into the annual update of the Zoning Ordinance and Facilities Design Manual. Amendments should be business friendly and promote
- Provide efficient and timely processing of a variety of development applications. These applications include rezoning, variances, site plan reviews, zoning permits, conditional use permits,
- Facilitate an unbiased and inclusive Capital Improvements Plan (CIP) process as prescribed by State and Town Code.
- Serve as effective staff liaisons to numerous boards and authorities including the Planning Commission, Parks & Recreation Commission, Parking Authority, Joint Board of Zoning Appeals, Public Transportation Board, and the Architectural Review Board.
- Provide visionary ideas and recommendations to Town Management, the Planning Commission, and Council that move the Town forward in achieving our goals.

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

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 (\$)
FY16	55,000
FY17	48,000
FY18	58,000
FY19	58,000
FY20	55,000
FY21	56,000
FY22	65,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	4	4	4	4	4
Expenditures						
Personnel	46,513	33,675	33,675	54,837	56,164	56,164
Operating	8,666	22,100	23,150	26,120	9,820	9,820
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	55,180	55,775	56,825	80,957	65,984	65,984

Major Highlights for FY22	Total budget increase	\$	10,208
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- The proposed budget increase is due to a reinstatement of hours for the Travel Specialist positions.

In FY22 the Visitor Center will:

- Foster a spirit of partnership throughout the region, providing local resources for direct consumer engagement
- Track and analyze visitaion
- Develop consumer travel packages highlighting local attractions
- Strive to increase consumer promotions and events at the visitor center
- Develop FAM tours as support for the tourism department staff

- Foster a spirit of partnership throughout the region, providing local resources for direct consumer engagement
- Track and analyze visitation
- Develop consumer travel packages highlighting local attractions
- Strive to increase consumer promotions and events at the visitor center
- Develop FAM tours as support for the tourism department staff

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

[illegible]

<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
FY16	\$350,000
FY17	\$360,000
FY18	\$430,000
FY19	\$390,000
FY20	\$420,000
FY21	\$510,000
FY22	\$580,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	3.0	3.0	3.0	3.0	3.0	3.0
Expenditures						
Personnel	263,168	267,094	267,094	355,474	288,877	288,877
Operating	149,662	238,838	234,838	375,700	292,200	292,200
Capital Outlay	<u>5,959</u>	<u>1,600</u>	<u>1,600</u>	<u>5,800</u>	<u>2,400</u>	<u>2,400</u>
Total Expenditures	418,788	507,532	503,532	736,974	583,477	583,477

Major Highlights for FY22	Total budget increase	\$	75,945
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Total budget increase	\$	75,945
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- The proposed budget increase is due to an anticipated increase in Grant Funded Expenditures (\$60,000).
- The proposed Manager's Option 2 budget includes the following budget items totaling \$58,500, not included in Manager's Option 1:
 - Advertising-Media (\$15,000)
 - Consumer Tour Programs (\$8,500)
 - Misc. - Culpeper Ambassador Program (\$9,200), First Friday Programming (\$17,500), Seasonal/Holiday Promotions (\$8,750)

In FY22 the Tourism and Economic Development Department will:

- Leverage department resources through regional, state, and national partnerships.
- Strive to increase visitation to Culpeper through marketing, promotion, and event management
- Serve the Culpeper tourism industry through education on best practices, market research, and consumer engagement tools
- Increase department assets (photography, video, graphic, content, and research)

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL					FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
720	2,000	524		52710	Postal Services		1,000	2,200	2,200	3,500	1,000	1,000
4,046	4,250	3,432		51920	Education and Training		500	3,500	3,500	3,800	3,800	3,800
3,971	9,775	3,566		52010	Lodging		300	2,800	2,800	2,800	2,800	2,800
47	3,000	2,101		52015	Meals		100	1,200	1,200	3,000	2,500	2,500
3	3,500	2,279		52018	Travel		0	0	0	3,500	2,500	2,500
-	0	0		56130	Contributions - CRI		0	0	0	0	0	0
					MISCELLANEOUS ITEMS							
4,450	5,150	6,295		52210	Dues & Assoc. Memberships		0	4,200	4,200	5,000	5,000	5,000
1,081	9,300	3,954		56298	Consumer Tour Program (previously Trolley Tours)		0	9,300	3,000	12,500	12,500	12,500
					<i>Tours: Downtown-4 versions, Paranormal-2 versions, Cemetery-3 versions, Brandy Station-3 versions, Cedar Mtn.-2 versions, General History- 5 versions</i>							
30,715	60,000	640		56270	Grant Funded Expenditures <i>VTC MLP, DHCD DIG</i>		0	20,000	10,000	70,000	70,000	70,000
-	0	497		56271	Culpeper Competes Expenditures		0	10,000	10,000	0	0	0
-	900	0		56297	Bike Share Maintenance		0	0	0	0	0	0
-	0	0		56299	Miscellaneous		0	0	0	35,450	35,450	35,450
					<i>Culpeper Ambassador Program Bi- Annual. Program initiation costs \$4200, \$2500 per session</i>	9,200						
					<i>First Friday Programming April - October \$2500 per month</i>	17,500						
					<i>Seasonal/Holiday Promotion</i>	8,750						
-	0	779		56500	Pandemic Expenses		0	0	6,000	0	0	0
-	(89,000)	0		58999	Year End Budget Transfers		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
-	0	0		52510	Office Supplies		2,088	6,088	6,088	6,500	1,500	1,500
-	0	176		53550	Vehicle Fuels		0	1,200	1,200	2,000	500	500
9	0	293		53560	Vehicle & Equipment Supplies		200	200	200	0	0	0
99	147	592		52580	Books, Subscriptions & Education		300	300	300	500	500	500
1,995	10,900	932		52660	Operating Supplies		2,000	2,000	2,000	5,400	1,400	1,400
					CAPITAL OUTLAYS							
1,000	1,200	0		77310	Historical Markers		1,600	1,600	1,600	5,800	2,400	2,400
					<i>Annual maintenance and program costs. Addition of two signs that were originally budgeted for in FY21</i>							
1,810	0	5,959		77300	Furniture & Fixtures		0	0	0	0	0	0
-	0	0		77900	Leased Equipment		0	0	0	0	0	0

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
392,297	477,554	418,788		TOURISM DEVELOPMENT TOTAL			302,950	507,532	503,532	736,974	583,477	583,477

← 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 Amount (\$)
FY16	180,000
FY17	155,000
FY18	215,000
FY19	235,000
FY20	190,000
FY21	215,000
FY22	215,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	189,238	214,777	214,777	216,738	216,738	216,738
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	189,238	214,777	214,777	216,738	216,738	216,738

Major Highlights for FY22

Total budget increase	\$	1,961
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-Proposed budget increase is due to an increase in M&T Incentives.

In FY22 the Economic Development Budget will:

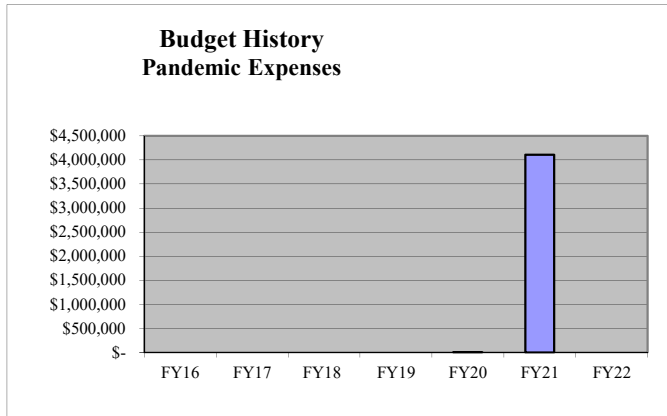
- Provide funding for CRI
- Provide funding for the Culpeper Museum
- Provide funding for M&T Incentives

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

[illegible]

Mission:
Pandemic Expenditures funded by anticipated CARES Act Funding.

Budget and Staff Resources:



Budget & Staffing Summary						
	FY20	FY21	FY21	FY22	FY22	FY22
Category	<u>Actual</u>	<u>Amended</u>	<u>Projected</u>	<u>Dept Request</u>	<u>Mgr Proposed</u>	<u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	165	4,108,604	2,747,413	-	-	-
Capital Outlay	-	-	-	-	-	-
Total Expenditures	165	4,108,604	2,747,413	-	-	-

Major Highlights for FY22

Total budget increase	\$	(4,108,604)
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TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL					FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
-	0	0		51314	Consulting Services		0	0	47,413	0	0	0
-	0	0		56272	Grant Funded Exp - CARES Act		0	0	1,600,000	0	0	0
-	0	0		56273	Grant Funded Exp - CDBG Grant		0	850,000	850,000	0	0	0
-	0	165		56500	Pandemic Expenses		0	3,258,604	250,000	0	0	0
-	165	0		58999	Year End Budget Transfers		0	0	0	0	0	0
-	165	165					-	4,108,604	2,747,413	-	-	-

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
-	0	0					0	0	0	0	0	0
638,036	659,548	659,548					677,804	677,804	677,804	0	0	0
-	0	0					0	0	0	0	0	0
-	0	0										
215,000	2,729,987	2,729,987					140,000	140,000	0	0	0	0
223,000	2,864,000	2,864,000					267,000	267,000	0	0	0	0
113,000	0	0					0	0	0	0	0	0
95,000	100,000	100,000					105,000	105,000	105,000	770,000	770,000	770,000
-	0	0					0	0	477,000	462,000	462,000	462,000
56,288	33,525	33,526					10,167	10,167	10,167	0	0	0
-	0	0					0	0	0	0	0	0
-	0	0					0	0	0	0	0	0
69,299	78,349	78,350					59,047	59,047	0	0	0	0
83,701	94,140	94,141					70,324	70,324	0	0	0	0
1,291	0	0					0	0	0	0	0	0
232,000	228,100	228,100					224,000	224,000	224,000	206,650	206,650	206,650
-	0	0					0	0	54,971	66,346	66,346	66,346
-	44,612	44,643					0	0	0	0	0	0
1,726,615	6,832,261	6,832,294					1,553,342	1,553,342	1,548,942	1,504,996	1,504,996	1,504,996
17,787,669	24,171,056	23,245,414					18,193,939	22,686,304	21,324,168	20,046,816	19,673,507	19,673,507

TOWN OF CULPEPER
General Fund - Operating
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL					FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
					Dept 9950 TRANSFERS							
-	0	0		89960	Transfer to Capital (Non-Committed Reserves)		0	0	0	0	0	0
					<i>Committed Reserves</i>							
-	0	0		89961	Transfer Cap - Sanitation Equip Replacement		114,000	114,000	114,000	(139,000)	(139,000)	(139,000)
-	715,844	0		89962	Transfer - Capital Reserve Fund (Committed Reserves)		242,384	242,384	242,384	278,056	278,056	278,056
					<i>Parking Authority</i>	52,300						
					<i>Major Capital Improvement Fund Reserve</i>	218,256						
					<i>Cash Funding Capital Equipment</i>	-						
					<i>E-Ticketing</i>	7,500						
-	24,000	0		89964	Special tax districts		26,000	26,000	26,000	22,912	22,912	22,912
-	739,844	-			TRANSFERS		382,384	382,384	382,384	161,968	161,968	161,968
					Dept 9990 CONTINGENCY - RESERVED							
				9990	Contingency							
				9990	Contingency - Unreserved							
-	0	0			CONTINGENCY - RESERVED		0	0	0	0	0	0
17,787,669	24,910,900	23,245,414			TOTAL EXPENDITURES & TRANSFERS		18,576,323	23,068,688	21,706,552	20,208,784	19,835,475	19,835,475

TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

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TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL						FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
0	120,000	93,307						0	0	0	0	0	0
													-
0	97,000	50,899						0	46,101	46,101	0	0	0
0	97,000	50,899						0	46,101	46,101	0	0	0
0	0	0						0	0	0	0	0	0
0	0	0						0	0	0	0	0	0
0	0	0						0	50,000	50,000	0	0	0
0	0	0						0	50,000	50,000	0	0	0
49,440	212,035	212,035						0	295,000	295,000	0	0	0
49,440	212,035	212,035						0	295,000	295,000	0	0	0
102,910	2,421,564	108,453						0	2,313,111	2,313,111	0	0	0
102,910	2,421,564	108,453						0	2,313,111	2,313,111	0	0	0
													-
													-
1,988,530	5,721,879	1,467,841						-	4,888,342	4,488,342	296,500	296,500	296,500
													-
0	0	0											

TOWN OF CULPEPER
General Fund - Capital
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	DEPT	MGR	COUNCIL	
0	0	0		89960	Transfer To Capital (NonCommitted)	0	0	0	0	0	0	0	0
0	5,216,000	0		89965	Transfer Out - Capital	0	0	0	0	0	0	0	0
0	5,216,000	0		CONTINGENCY - UNRESERVED		0	0	0	0	0	0	0	0
				Dept. 9991 CONTINGENCY - RESERVED									
				89990	Undesignated								
				89991	Contingency - Bond proceeds								
0	0	0		CONTINGENCY - RESERVED		0	0	0	0	0	0	-	-
1,988,530	10,937,879	1,467,841		TOTAL GENERAL CAPITAL FUND EXPENDITURES		-	4,888,342	4,488,342	296,500	296,500	296,500	296,500	-
				Revenues Over (Under) Expenditures		-	-	-	-	-	-	-	-

TOWN OF CULPEPER
Water - Fund Summary
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
			OPERATING FUND:								
3,934,941	12,548,877	4,576,106	TOTAL WATER FUND REVENUES			4,669,260	4,746,850	4,793,299	4,870,843	4,889,794	4,889,794
2,241,879	2,710,400	2,777,367		3700	TREATMENT	2,776,116	2,887,510	2,925,485	3,003,719	3,015,108	3,015,108
1,052,416	1,348,194	1,118,968		3800	DISTRIBUTION	1,065,071	1,031,267	1,047,538	1,039,540	1,047,102	1,047,102
1,426,364	8,369,421	1,919,917		9900	DEBT SERVICE	714,620	714,620	709,736	704,972	704,972	704,972
103,215	120,863	120,863		9950	TRANSFERS	113,453	113,453	113,453	122,612	122,612	122,612
-	-	-		9990	CONTINGENCY	-	-	-	-	-	-
4,823,873	12,548,877	5,937,115	TOTAL EXPENDITURES			4,669,260	4,746,850	4,796,212	4,870,843	4,889,794	4,889,794
(888,933)	-	(1,361,009)	REVENUES OVER (UNDER) EXPENDITURES			-	-	(2,913)	-	-	-
			CAPITAL FUND:								
8,167,148	2,091,556	673,300	TOTAL WATER CAPITAL FUND REVENUES			399,900	634,733	691,314	397,800	397,800	397,800
87,902	-	-		8910	DISTRIBUTION SYSTEM IMPRVMTS	-	-	-	-	-	-
99,815	-	(2,193)		8956	MAJOR PROCESS EQUIP REPL	-	-	-	-	-	-
-	100,000	-		8942	AUTOMATIC METER READING	200,000	300,000	300,000	200,000	200,000	200,000
14,996	368,000	11,825		8945	FUTURE WATER SUPPLY	-	-	-	-	-	-
32,938	-	-		9065	VEHICLE REPLACEMENT PROGRAM	-	-	-	-	-	-
-	-	-		8947	MODIF TO MTN RUN & LAKE PELHAM DAMS	-	-	-	-	-	-
165,805	-	5,362		8911	SPRING ST REPURPOSING	-	-	-	-	-	-
91,125	10,135	89,430		8912	ROCKWATER PARK & WELL DEVELOPMENT	-	-	-	-	-	-
71,876	-	-		8946	SOUTHERN AREA ELEVATED TANK	-	-	-	-	-	-
4,700,378	375,000	6,023		8964	DAM #11	-	-	-	-	-	-
2,085,999	200,000	38,371		8965	DAM #50	-	-	-	-	-	-
-	-	-		8966	WATER STUDY ASSESSMENT	-	-	-	-	-	-
24,043	80,046	18,497		9209	COMPUTER SYSTEM UPGRADE	-	61,549	61,549	-	-	-
1,525	398,475	325,191		9296	SPLASH PARK & AMENDITIES	-	73,284	73,284	-	-	-
-	-	-		9950	TRANSFER TO RESERVES	-	-	-	-	-	-
7,347	-	-			CAPITAL OUTLAY	-	-	-	-	-	-
7,383,749	1,531,656	492,506			TOTAL CAPITAL EXPENDITURES	200,000	434,833	434,833	200,000	200,000	200,000
-	-	-	LOAN TO L&P			-	-	-	-	-	-
-	8,218,900	-	CONTINGENCY - UNRESERVED			199,900	199,900	199,900	197,800	197,800	197,800
7,383,749	9,750,556	492,506	TOTAL EXPENDITURES			399,900	634,733	634,733	397,800	397,800	397,800

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
										REQUEST	PROPOSED	ADOPTED	
0	198,447	0		45600	Reserves		0	74,183	74,183	0	0	0	0
3,390,835	3,822,000	3,531,278		43290	Metered Sales - Water		3,500,000	3,500,000	3,500,000	3,898,309	3,898,309	3,898,309	3,898,309
50	0	0		43310	After Hours Reconnection Fee		0	0	0	0	0	0	0
79,187	85,000	79,169		43320	Delinquent Fees		110,000	110,000	75,000	75,000	75,000	75,000	75,000
11,327	13,000	15,890		43330	Disconnect Fees		25,000	25,000	15,000	15,000	15,000	15,000	15,000
33,626	35,000	24,755		43370	Penalties		35,000	35,000	20,000	20,000	20,000	20,000	20,000
35,864	35,000	42,669		43340	Meter Fees		35,000	35,000	45,000	45,000	45,000	45,000	45,000
88,096	0	5,067		42000	AMR Surcharge		0	0	0	0	0	0	0
7,587	13,000	0		43580	Time & Material Charges - Misc.		0	0	0	0	0	0	0
7,870	0	16,392		43585	Time & Material Charges - Taps		1,000	1,000	10,000	10,000	10,000	10,000	10,000
78,479	200,000	54,630		42360	Interest on Investments		40,000	40,000	40,000	40,000	40,000	40,000	40,000
1,697	0	0		42361	Interest Income - Loans		0	0	0	0	0	0	0
118,487	0	147,826		42362	Interest Income - Investments		50,000	50,000	50,000	50,000	50,000	50,000	50,000
0	0	9,414		42370	Realized Gain/Loss-Inves		0	0	0	0	0	0	0
49,110	0	53,411		42375	Unrealized Gain/Loss-Inves		0	0	0	0	0	0	0
5,954	0	993		45525	Insurance Claims & Recoveries		0	0	0	0	0	0	0
0	0	0		42065	CARES Act Funding		0	0	82,449	0	0	0	0
323	0	1,772		45550	Miscellaneous		0	0	0	0	0	0	0
0	0	30		45552	LPA - Miscellaneous		0	0	0	0	0	0	0
0	0	652,289		45560	Developer Contributions		0	0	0	0	0	0	0
434	1,000	527		44580	Sale Of Salvage & Surplus Materials		1,000	1,000	1,000	1,000	1,000	1,000	1,000
2,455	2,000	0		44585	Sale Of Surplus Equipment		2,000	2,000	2,000	2,000	2,000	2,000	2,000
0	0	(79,427)		44586	Sale of Capital Assets		0	0	0	0	0	0	0
0	0	0		42061	Grants for Dam Project		0	0	0	0	0	0	0
166	0	138		45597	LPA Taxable Sales		0	0	0	0	0	0	0
660	750	160		45598	Gazebo Rental Fees OCS/LPA		750	750	750	750	750	750	750
22,732	22,000	19,125		45599	LPA Boat Rental Fees		15,000	15,000	20,000	20,000	20,000	20,000	20,000
0	462,680	0		44960	Transfer from Reserves		854,510	857,917	857,917	693,784	712,735	712,735	712,735
0	7,659,000	0		44971	Transfer In-Capital Fund		0	0	0	0	0	0	0
							0	0	0	0	0	0	0
3,934,941	12,548,877	4,576,106			TOTAL REVENUES / OTHER SOURCES		4,669,260	4,746,850	4,793,299	4,870,843	4,889,794	4,889,794	4,889,794

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 (\$)
FY17	2,050,000
FY18	2,050,000
FY19	2,800,000
FY20	2,800,000
FY21	2,900,000
FY22	3,000,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	10	10	10	9.0	9.0	9.0
Expenditures						
Personnel	920,245	969,007	980,482	787,852	799,241	799,241
Operating	1,775,472	1,761,849	1,788,349	1,775,867	1,775,867	1,775,867
Capital Outlay	<u>81,650</u>	<u>156,654</u>	<u>156,654</u>	<u>440,000</u>	<u>440,000</u>	<u>440,000</u>
Total Expenditures	2,777,367	2,887,510	2,925,485	3,003,719	3,015,108	3,015,108

Total Budget Increase	\$	127,598
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- The budget increase is primarily due to an increase in Major Process Equipment Replacement to replace the filter trough for \$390,000 (net \$279,256)
- The budget increase is partially due to an increase in Chemicals (\$75,000)
- The budget increase is partially due to an increase in Sewer Service (\$40,000)
- The budget increase is partially offset by a decrease in salaries due to a reallocation of personnel between the Water and Sewer Enterprise Funds
- The budget increase is partially offset by a decrease in billing and administration costs (\$99,270)

- Providing safe potable water and wastewater effluent quality that exceeds all regulatory requirements and protects the environment. Continue to develop groundwater well system capacity for providing improved system reliability, especially during droughts.
- Providing reliable water and sewer service.
- Providing water and sewer services in a cost effective manner with a focus on lowest life cycle cost. Providing water and wastewater services in a manner which maintains a high level of customer satisfaction.
- Securing and protecting water sources to meet long term needs of our community. Utilizing the water and wastewater assets to promote economic development activities within our community.

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

[illegible]

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
										REQUEST	PROPOSED	ADOPTED	
112,994	80,000	227,396		53640	Sewage Services		160,000	160,000	160,000	200,000	200,000	200,000	
103	120	14		53660	Disposal Fees		120	120	120	120	120	120	
(1,129)	0	484		52710	Postal Services		0	0	500	500	500	500	
8,376	5,000	12,225		52720	Telecommunications		6,000	6,000	10,000	10,000	10,000	10,000	
1,343	1,650	796		55810	Boiler & Machinery Insurance		820	820	820	1,000	1,000	1,000	
6,019	10,000	5,873		55820	Fire / Property Insurance		6,050	6,050	6,050	6,050	6,050	6,050	
454	625	430		55830	Contractor's Equipment Insurance		443	443	443	443	443	443	
1,268	1,750	1,267		55840	Motor Vehicle Insurance		1,500	1,500	1,500	1,500	1,500	1,500	
11,213	15,000	10,575		55870	General Liability Insurance		10,892	10,892	10,892	12,000	12,000	12,000	
7,078	5,000	15,868		51920	Education & Training		7,000	7,000	14,000	14,000	14,000	14,000	
517	500	1,445		52010	Lodging		2,000	2,000	2,000	2,000	2,000	2,000	
1,109	1,200	1,225		52015	Meals		1,500	1,500	1,500	1,500	1,500	1,500	
133	500	468		52018	Travel		0	0	0	500	500	500	
					MISCELLANEOUS ITEMS								
2,719	3,000	3,557		52210	Dues & Assoc. Memberships		3,000	3,000	3,000	3,000	3,000	3,000	
0	0	0		52220	Bank Fees		0	0	0	0	0	0	
0	0	4,822		56500	Pandemic Expenses		0	0	0	0	0	0	
					MATERIALS AND SUPPLIES								
2,726	1,500	1,472		52510	Office Supplies		1,500	1,500	1,500	1,500	1,500	1,500	
1,755	2,500	1,298		53540	Janitorial Supplies		2,500	2,500	2,500	2,500	2,500	2,500	
4,559	6,000	3,138		53550	Vehicle Fuels		6,000	6,000	5,000	5,000	5,000	5,000	
0	1,000	100		53552	Fuel Oil		1,000	1,000	500	500	500	500	
859	1,600	145		53555	Lube Oil		1,500	1,500	500	500	500	500	
3,635	4,000	1,799		53560	Vehicle & Equipment Supplies		4,000	4,000	4,000	4,000	4,000	4,000	
1,469	1,500	4,107		51570	Uniform Purchases and Wearing Apparel		1,500	1,500	1,500	1,500	1,500	1,500	
6,192	300	3,609		52580	Books, Subscriptions & Education		5,000	5,000	5,000	5,000	5,000	5,000	
164,225	210,000	178,121		53610	Chemicals		210,000	210,000	210,000	285,000	285,000	285,000	
					<i>Aluminum sulfate or polyaluminum sulfate (DelPac 1000)</i>	35,000							
					<i>Lime</i>	22,000							
					<i>Fluoride</i>	27,000							
					<i>Sodium Hypochlorite</i>	25,000							
					<i>Sodium Permanganate</i>	85,000							
					<i>Corrosion Inhibitor</i>	30,000							
					<i>Copper Sulfate/BioSafe</i>	58,000							
					<i>Polymer</i>	3,000							
31,032	30,000	30,156		53650	Laboratory Supplies		30,000	30,000	30,000	30,000	30,000	30,000	
7,881	4,000	4,134		52660	Operating Supplies		4,000	4,000	15,000	15,000	15,000	15,000	
293	1,000	2,212		53670	Small Tools		1,000	1,000	1,000	1,000	1,000	1,000	
23,523	8,000	9,167		53675	Lake Pelham Adventure Supplies		0	0	5,000	5,000	5,000	5,000	
0	0	0					0	0	0	0	0	0	
					CAPITAL OUTLAYS								
10,124	40,000	459		77200	Machinery & Equipment		0	20,910	20,910	25,000	25,000	25,000	
0	0	0		77500	Vehicle Replacement		0	0	0	0	0	0	

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
										REQUEST	PROPOSED	ADOPTED	
448	0	1,587		77600	Computer Equipment		0	0	0	0	0	0	0
0	0	0		77650	Computer Software		0	0	0	0	0	0	0
0	0	0		77900	Leased Equipment		0	0	0	0	0	0	0
0	125,000	79,603		78956	Major Process Equipment Replacement		100,000	135,744	135,744	415,000	415,000	415,000	415,000
					<i>Replacement of major process equipment, if needed.</i>	25,000							
					<i>Phase 2 distribution filter trough replacement with new stainless steel filter trough installation.</i>	390,000							
2,241,879	2,710,400	2,777,367		WATER TREATMENT			2,776,116	2,887,510	2,925,485	3,003,719	3,015,108	3,015,108	

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 (\$)
FY17	800,000
FY18	950,000
FY19	1,100,000
FY20	1,100,000
FY21	1,020,000
FY22	1,030,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	10	8	8	9	9	9
Expenditures						
Personnel	681,734	647,797	662,784	700,890	708,452	708,452
Operating	374,556	215,941	217,225	213,650	213,650	213,650
Capital Outlay	<u>62,679</u>	<u>167,529</u>	<u>167,529</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
Total Expenditures	1,118,968	1,031,267	1,047,538	1,039,540	1,047,102	1,047,102

Total Budget Increase	\$	15,835
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- The proposed budget increase is primarily due to projected increases in personal and health insurance.

- Providing safe potable water and wastewater effluent quality that exceeds all regulatory requirements and protects the environment. Continue to develop groundwater well system capacity for providing improved system reliability, especially during droughts.
- Providing reliable water and sewer service.
- Providing water and sewer services in a cost effective manner with a focus on lowest life cycle cost. Providing water and wastewater services in a manner which maintains a high level of customer satisfaction.
- Securing and protecting water sources to meet long term needs of our community. Utilizing the water and wastewater assets to promote economic development activities within our community.

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
898	200	300		52210	Dues & Assoc. Memberships		500	500	500	500	500	500
21,449	22,000	21,449		56240	Waterworks Fee		22,000	22,000	22,384	23,000	23,000	23,000
3,383	2,000	6,898		52295	Bad Debt Expense		2,000	2,000	2,000	2,000	2,000	2,000
0	0	0		56500	Pandemic Expenses		0	0	0	0	0	0
					MATERIALS AND SUPPLIES							
410	1,000	472		52510	Office Supplies		1,000	500	500	500	500	500
10,223	10,000	8,754		53550	Vehicle Fuels		10,000	10,000	10,000	10,000	10,000	10,000
63	500	727		53555	Lube Oil		600	600	600	600	600	600
12,749	7,000	11,582		53560	Vehicle & Equipment Supplies		10,000	10,000	10,000	10,000	10,000	10,000
3,897	3,000	2,749		51570	Uniform Purchases and Wearing Apparel		3,000	3,000	3,500	3,500	3,500	3,500
6,080	5,000	5,025		52660	Operating Supplies		5,000	5,000	5,500	5,500	5,500	5,500
8,550	10,000	9,429		53670	Small Tools		10,000	10,000	10,000	10,000	10,000	10,000
					CAPITAL OUTLAYS							
0	0	0		77200	Machinery & Equipment		0	0	0	0	0	0
0	0	0		77300	Furniture & Fixtures		0	0	0	0	0	0
0	35,000	33,587		77500	Vehicle Replacement		0	0	0	0	0	0
0	0	0		77650	Computer Software		0	17,529	17,529	0	0	0
0	0	0		77900	Leased Equipment		0	0	0	0	0	0
0	0	0		78956	Major Process Equipment Replacement		0	0	0	0	0	0
0	166,947	29,092		78910	Distribution System Improvements		150,000	150,000	150,000	125,000	125,000	125,000
					<i>Scheduled replacement of galvanized steel water distribution lines on S. Orange Road and Thornton Court/Country Club neighborhood to improve water quality and service pressure.</i>							
1,052,416	1,348,194	1,118,968			WATER DISTRIBUTION DEPT		1,065,071	1,031,267	1,047,538	1,039,540	1,047,102	1,047,102

TOWN OF CULPEPER
Water - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Water - Capital
FY22 BUDGET

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
					REVENUES / OTHER SOURCES						
0	1,431,656	0		45600	Reserves	0	234,833	234,833	0	0	0
0	0	0		42150	Loan Proceeds	0	0	0	0	0	0
					CAPITAL CONTRIBUTION						
0	0	0		43845	Tap Fees - In Town	0	0	0	0	0	0
754,000	650,000	585,000		43846	Water Tap Fees - 5/8" Meter	390,000	390,000	399,900	397,800	397,800	397,800
19,806	9,900	13,300		43844	Water Tap Fees - 1" Meter	9,900	9,900	9,900	0	0	0
7,500	0	45,000		43848	Water Tap Fees - 1 1/2" Meter	0	0	15,000	0	0	0
15,000	0	30,000		43849	Water Tap Fees - 2" Meter	0	0	30,000	0	0	0
0	0	0		43880	Water Tap Fees - 3" Meter	0	0	0	0	0	0
30,000	0	0		43881	Water Tap Fees - 4" Meter	0	0	1,681	0	0	0
					Tap Fees - Out of Town						
					REVENUE						
0	0	0		42360	Interest on Investments (designated taps)	0	0	0	0	0	0
3,269,034	0	0		42063	Grant for Dam #11 Project-NRCS Grant	0	0	0	0	0	0
2,534,547	0	0		42064	Grant for Dam #50 Project-NRCS Grant	0	0	0	0	0	0
1,537,262	0	0		44765	State Grant	0	0	0	0	0	0
0	0	0		44950	Transfer from Reserves	0	0	0	0	0	0
					OTHER INCOME						
0	0	0		42151	L&P-Principal	0	0	0	0	0	0
					L&P-Interest						
8,167,148	2,091,556	673,300			TOTAL REVENUES / OTHER SOURCES	399,900	634,733	691,314	397,800	397,800	397,800
14,996	368,000	11,825			8945 FUTURE WATER SUPPLY SOURCES	0	0	0	0	0	0
					SERVICES - PURCHASED, SHARED, INTERNAL						
				75216	Engineering Services						
					CAPITAL OUTLAYS						
				77010	Land Acquisition						
				77040	Infrastructure						
				77200	Machinery & Equipment						
14,996	368,000	11,825			FUTURE WATER SUPPLY SOURCES	0	0	0	0	0	0
32,938	0	0			9065 VEHICLE REPLACEMENT PROGRAM	0	0	0	0	0	0
					CAPITAL OUTLAYS						
				77500	Vehicles						

TOWN OF CULPEPER
Water - Capital
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
									REQUEST	PROPOSED	ADOPTED	
32,938	-	-			VEHICLE REPLACEMENT PROGRAM	0	0	0	0	0	0	
99,815	0	(2,193)			8956 - MAJOR PROCESS EQUIPMENT REPLACEMENT	0	0	0	0	0	0	
					CAPITAL OUTLAYS							
					<i>Moved to operating budget</i>							
99,815	0	(2,193)			MAJOR PROCESS EQUIPMENT REPLACEMENT	0	0	0	0	0	0	
4,700,378	375,000	6,023			8964 DAM #11	0	0	0	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
					75216 Engineering Services							
					CAPITAL OUTLAYS							
					77040 Infrastructure							
4,700,378	375,000	6,023			DAM #11	0	0	0	0	0	0	
2,085,999	200,000	38,371			8965 DAM #50	0	0	0	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
					75216 Engineering Services							
					CAPITAL OUTLAYS							
					77040 Infrastructure							
2,085,999	200,000	38,371			DAM #50	0	0	0	0	0	0	
87,902	0	0			8910 DISTRIBUTION SYSTEM IMPROVEMENTS	0	0	0	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
					75216 Engineering Services							
					CAPITAL OUTLAYS							
					77040 Infrastructure							
					77200 Machinery & Equipment							
					<i>Moved to operating budget</i>							
87,902	0	0			DISTRIBUTION SYSTEM IMPROVEMENTS	0	0	0	0	0	0	
165,805	0	5,362			8911 SPRING ST REPURPOSING	0	0	0	0	0	0	
					CAPITAL OUTLAYS							
					77040 Infrastructure							
165,805	0	5,362			SPRING ST REPURPOSING	0	0	0	0	0	0	
0	100,000	0			08942 AUTOMATED METER READING	200,000	300,000	300,000	200,000	200,000	200,000	
					CAPITAL OUTLAYS							
					77200 Machinery & Equipment	200,000						

TOWN OF CULPEPER
Water - Capital
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
									REQUEST	PROPOSED	ADOPTED	
					<i>Aclara AMR meter transmitting unit replacements as necessary to sustain metering system at multiple customer locations.</i>							
0	100,000	0			AUTOMATED METER READING	200,000	300,000	300,000	200,000	200,000	200,000	
71,876	0	0			08946 SOUTHERN AREA ELEVATED WATER TANK	0	0	0	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
					75216 <i>Engineering Services</i>							
71,876	0	0			SOUTHERN AREA ELEVATED WATER TANK	0	0	0	0	0	0	
91,125	10,135	89,430			8912 ROCKWATER PARK & WELL DEVELOPMENT	0	0	0	0	0	0	
					CAPITAL OUTLAYS							
					77040 <i>Infrastructure</i>							
91,125	10,135	89,430			ROCKWATER PARK & WELL DEVELOPMENT	0	0	0	0	0	0	
24,043	80,046	18,497			9209 COMPUTER SYSTEM UPGRADE	0	61,549	61,549	0	0	0	
					CAPITAL OUTLAYS							
					77650 <i>Computer Software</i>							
24,043	80,046	18,497			COMPUTER SYSTEM UPGRADE	0	61,549	61,549	0	0	0	
1,525	398,475	325,191			9296 SPLASH PARK & AMENITIES	0	73,284	73,284	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
					75216 <i>Engineering Services</i>							
					CAPITAL OUTLAYS							
					77040 <i>Infrastructure</i>							
1,525	398,475	325,191			SPLASH PARK & AMENITIES	0	73,284	73,284	0	0	0	
					CAPITAL OUTLAYS							
0	0	0			77710 Refund Tap Fees - Water	0	0	0	0	0	0	
7,347	0	0			77990 Gain/Loss on Disp of Cap Asst	0	0	0	0	0	0	
7,347	0	0			CAPITAL OUTLAY TOTAL	-	-	-	-	-	-	
					9950 TRANSFER TO RESERVES							
	0				9960 Transfer							
-	-	-			TRANSFER TO OPERATIONS	-	-	-	-	-	-	
7,383,749	1,531,656	492,506			<i>sub-total of all capital projects</i>	200,000	434,833	434,833	200,000	200,000	200,000	

TOWN OF CULPEPER
Water - Capital
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
									REQUEST	PROPOSED	ADOPTED	
0												
0					LOAN TO LIGHT & POWER							
0					Loan to L&P							
0												
-	-	-			LOAN TO LIGHT & POWER	-	-	-	-	-	-	-
0												
0					9950 TRANSFERS							
0	559,900	0		89960	Transfers to Reserves	199,900	199,900	199,900	197,800	197,800	197,800	
					9990 CONTINGENCY - UNRESERVED							
0	7,659,000	0		89990	Contingency							
				89965	Transfer Out - Capital	0	0	0	0	0	0	
-	8,218,900	-			TRANSFERS/CONTINGENCY	199,900	199,900	199,900	197,800	197,800	197,800	
0												
7,383,749	9,750,556	492,506			TOTAL EXPENDITURES	399,900	634,733	634,733	397,800	397,800	397,800	
												-

TOWN OF CULPEPER
Wastewater - Fund Summary
FY22 Budget

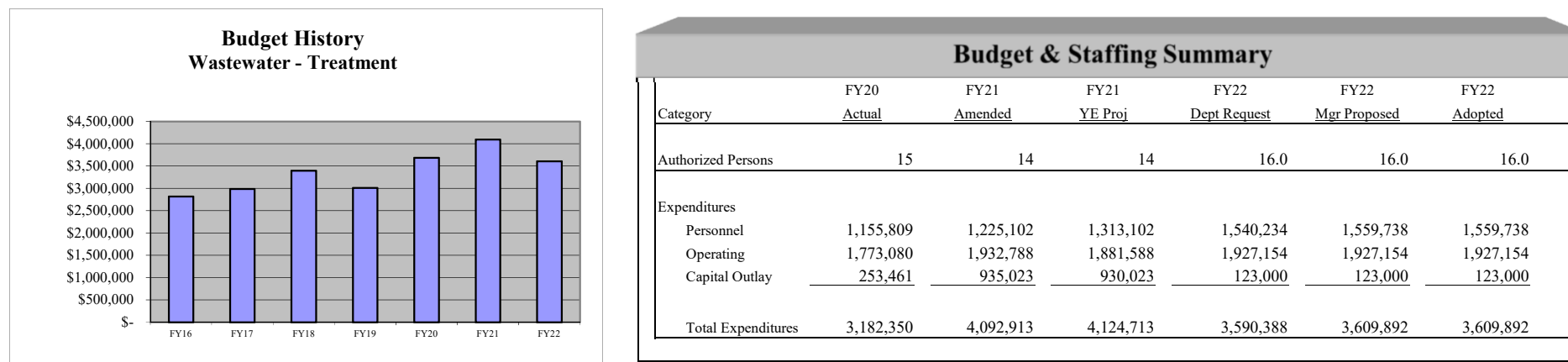
FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
OPERATING FUND:											
4,864,452	5,659,949	5,598,645			TOTAL W/W REVENUES / OTHER SOURCES	5,949,567	6,153,897	6,438,081	5,518,972	5,541,589	5,541,589
3,012,707	3,688,274	3,182,350		4700	TREATMENT	3,993,499	4,092,913	4,124,713	3,590,388	3,609,892	3,609,892
422,061	582,391	396,088		4800	COLLECTION	557,160	662,076	663,052	565,412	568,525	568,525
1,832,556	1,239,374	1,804,182		9900	DEBT SERVICE	1,241,344	1,241,344	1,241,344	1,217,250	1,217,250	1,217,250
132,465	149,910	149,910		9950	TRANSFERS	157,564	157,564	157,564	145,922	145,922	145,922
-	-	-		9990	CONTINGENCY	-	-	-	-	-	-
5,399,789	5,659,949	5,532,530			TOTAL EXPENDITURES	5,949,567	6,153,897	6,186,673	5,518,972	5,541,589	5,541,589
					REVENUES OVER (UNDER) EXPENDITURES	-	-	251,408	-	-	-
CAPITAL FUND:											
1,249,500	1,111,250	984,750			TOTAL W/W CAPITAL FUND REVENUES	611,250	611,250	611,250	811,250	811,250	811,250
-	-	-		8942	Automated Meter Reading	-	-	-	-	-	-
145,782	-	(1,305)		9030	I & I Rehabilitation Project	-	-	-	-	-	-
54,760	-	-		9035	Major Process Equip Upgrade - WPCF	-	-	-	-	-	-
109,840	-	-		9065	Vehicle & Equipment Replacement	-	-	-	-	-	-
				9396	E911 Radios	-	-	-	-	-	-
-	1,111,250	-		9950	Transfer to Operations	611,250	611,250	611,250	811,250	811,250	811,250
3,600	-	-			Capital Outlay	-	-	-	-	-	-
-	-	-			CONTINGENCY - RESERVED/UNRESERVED	-	-	-	-	-	-
313,982	1,111,250	(1,305)			TOTAL EXPENDITURES	611,250	611,250	611,250	811,250	811,250	811,250

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

											FY22	FY22	FY22	
FY19	FY20	FY20						FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED	
			RESERVE BALANCES											
0	108,692	0		45600	Reserves - Prior year balance			0	271,985	271,985	0	0	0	
			METERED SALES											
4,436,702	4,808,000	4,752,599		43280	Metered Sales - Wastewater			5,030,000	5,030,000	5,265,000	4,732,054	4,732,054	4,732,054	
			UTILITY FEES											
50	0	0		43310	After Hours Reconnection Fee			0	0	0	0	0	0	
79,187	90,000	79,169		43320	Delinquent Fees			90,000	90,000	65,000	65,000	65,000	65,000	
11,327	13,000	15,890		43330	Disconnect Fees			13,000	13,000	14,000	14,000	14,000	14,000	
33,626	35,000	24,755		43370	Penalties			35,000	35,000	16,000	16,000	16,000	16,000	
29,296	23,000	21,004		43375	Septage Receiving Fees			23,000	23,000	23,000	23,000	23,000	23,000	
84,694	0	4,972		42000	AMR Surcharge			0	0	22	0	0	0	
			UTILITY CHARGES, MISCELLANEOUS											
0	3,000	0		43580	Time & Material Charges - Misc.			3,000	3,000	15,000	3,000	3,000	3,000	
8,782	3,000	11,223		43585	Time & Material Charges - Taps			3,000	3,000	7,000	7,000	7,000	7,000	
2,250	20,000	19,750		41291	FOG permits			2,000	2,000	2,000	2,000	2,000	2,000	
5,000	1,000	0		41292	Wastewater Discharge Permit			1,000	1,000	1,000	1,000	1,000	1,000	
			REVENUE FROM USE OF MONEY											
68,735	125,000	70,460		42360	Interest on Investments			40,000	40,000	40,000	40,000	40,000	40,000	
62,441	0	88,524		42362	Interest Income - Investments			30,000	30,000	30,000	30,000	30,000	30,000	
0	0	8,050		42370	Realized Gain/Loss-Invest			0	0	0	0	0	0	
26,526	0	55,598		42375	Unrealized Gain/Loss-Invest			0	0	0	0	0	0	
			MISCELLANEOUS											
0	0	0		42065	CARES Act Funding			0	0	75,762	0	0	0	
0	0	0		45525	Insurance Claims/Recoveries			0	0	0	0	0	0	
0	0	0		45540	Reimbursements, Rebates & Recoveries			0	0	0	0	0	0	
0	0	1		45550	Miscellaneous			0	0	0	0	0	0	
0	0	411,134		45560	Developer Contributions			0	0	0	0	0	0	
526	0	19		44580	Sale of Salvage & Surplus Materials			0	0	400	0	0	0	
15,310	1,000	35,500		44585	Sale of Surplus Equipment			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		44565	Used Oil Proceeds			0	0	0	0	0	0	
			TRANSFER FROM CAPITAL											
0	429,257	0		44960	Transfer from Reserves			678,567	610,912	610,912	584,918	607,535	607,535	
4,864,452	5,659,949	5,598,645		TOTAL REVENUES / OTHER SOURCES					5,949,567	6,153,897	6,438,081	5,518,972	5,541,589	5,541,589

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	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>YE Proj</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	15	14	14	16.0	16.0	16.0
Expenditures						
Personnel	1,155,809	1,225,102	1,313,102	1,540,234	1,559,738	1,559,738
Operating	1,773,080	1,932,788	1,881,588	1,927,154	1,927,154	1,927,154
Capital Outlay	<u>253,461</u>	<u>935,023</u>	<u>930,023</u>	<u>123,000</u>	<u>123,000</u>	<u>123,000</u>
Total Expenditures	3,182,350	4,092,913	4,124,713	3,590,388	3,609,892	3,609,892

Major Budget Highlights for FY22:	Total Budget Increase	\$	(483,021)
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Total Budget Increase	\$	(483,021)
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- The proposed budget includes a decrease in Major Process Upgrade (\$762,663)
- The proposed budget includes an increase in Salaries and Benefits due to a reallocation of personnel between the Water & Wastewater Funds
- The proposed budget includes a decrease in Chemicals (\$50,000)
- Budget decrease is partially offset by an increase in Billing & Administrative Support (\$35,186)

In FY22 the Wastewater Department will:

- Providing safe potable water and wastewater effluent quality that exceeds all regulatory requirements and protects the environment. Continue to develop groundwater well system capacity for providing improved system reliability, especially during droughts.
- Providing reliable water and sewer service.
- Providing water and sewer services in a cost effective manner with a focus on lowest life cycle cost. Providing water and wastewater services in a manner which maintains a high level of customer satisfaction.
- Securing and protecting water sources to meet long term needs of our community. Utilizing the water and wastewater assets to promote economic development activities within our community.

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

[illegible]

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL						FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
						Specialty HVAC maintenance services	6,000						
44,335	55,000	45,343		53280	Sludge Disposal			45,000	45,000	50,000	50,000	50,000	50,000
0	0	175		52400	Printing and Binding			0	0	0	0	0	0
0	0	337		52410	Advertising			0	0	0	0	0	0
8,966	8,000	10,399		51451	Uniform Rentals			9,000	9,000	9,000	9,000	9,000	9,000
674,559	706,341	706,341		52520	Billing & Administrative Support			745,868	745,868	745,868	781,054	781,054	781,054
15,362	17,000	17,000		53520	Motor Pool			17,000	17,000	17,000	17,000	17,000	17,000
15,000	15,000	15,000		53525	Mowing, mulching & trimming			15,000	15,000	15,000	15,000	15,000	15,000
302,857	300,000	268,497				OTHER CHARGES							
53,900	75,000	57,316		55610	Electrical Services			300,000	300,000	270,000	300,000	300,000	300,000
15,197	25,000	13,109		55620	Heating Services			75,000	75,000	75,000	75,000	75,000	75,000
11,626	12,000	9,924		55630	Water Services			25,000	25,000	20,000	20,000	20,000	20,000
3,528	6,800	1,242		53660	Disposal Fees			12,000	12,000	12,000	12,000	12,000	12,000
12,898	10,000	10,483		52710	Postal Services			5,000	5,000	1,500	1,500	1,500	1,500
				52720	Telecommunications			10,000	10,000	10,000	10,000	10,000	10,000
						Verizon Lines, Pump stations, cell phones							
2,917	3,600	2,019		55810	Boiler & Machinery Insurance			2,080	2,080	2,080	2,500	2,500	2,500
21,950	23,000	20,091		55820	Fire / Property Insurance			21,000	21,000	21,000	21,000	21,000	21,000
3,746	5,000	3,204		55840	Motor Vehicle Insurance			3,300	3,300	3,300	3,500	3,500	3,500
13,469	15,000	11,204		55870	General Liability Insurance			11,540	11,540	11,540	12,000	12,000	12,000
8,409	7,000	8,944		51920	Education & Training			7,000	7,000	9,000	9,000	9,000	9,000
1,348	1,000	730		55943	Lease Copier			1,000	1,000	1,000	1,000	1,000	1,000
1,803	1,500	459		52010	Lodging			1,500	1,500	1,500	1,500	1,500	1,500
1,305	1,250	1,788		52015	Meals			2,000	2,000	2,000	2,000	2,000	2,000
161	400	488		52018	Travel			0	0	100	400	400	400
18,171	13,000	18,826				MISCELLANEOUS ITEMS							
				52210	Dues & Assoc. Memberships			15,000	15,000	15,000	15,000	15,000	15,000
						Permit Maintenance Fees							
						VWWA Annual Assessment fees							
						WEF							
						W/W Operator License Renewals							
						New Operator Licenses							

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

FY19	FY20	FY20						FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	COUNCIL ADOPTED
206	10,000	3,815		53552	Fuel Oil			10,000	10,000	5,000	5,000	5,000	5,000
7,819	10,000	10,077		53555	Lube Oil			8,000	8,000	8,000	8,000	8,000	8,000
13,568	10,000	19,189		53560	Vehicle & Equipment Supplies			10,000	10,000	10,000	10,000	10,000	10,000
3,850	2,000	8,144		51570	Uniform Purchases and Wearing Apparel			4,000	4,000	4,000	4,000	4,000	4,000
2,298	2,500	2,667		52580	Books, Subscriptions & Education			2,500	2,500	4,500	4,500	4,500	4,500
220,841	275,000	144,706		53610	Chemicals			250,000	250,000	185,000	200,000	200,000	200,000
					Carbon Source/Glycerin	125,000							
					Aluminum Sulfate	30,000							
					Polymer for sludge handling	40,000							
					Sodium Hypochlorite	2,500							
					Sodium Bicarbonate	2,500							
40,191	40,000	57,933		53650	Laboratory Supplies			40,000	40,000	40,000	40,000	40,000	40,000
					HACH supplies								
					IDEXX Bacteriological Supplies								
					ERA Standards/QC								
					Chemicals/Supplies								
					Filters/Standards								
7,346	9,000	9,902		52660	Operating Supplies			9,000	9,000	20,000	15,000	15,000	15,000
6,052	3,500	10,117		53670	Small Tools			3,500	3,500	5,000	5,000	5,000	5,000
47,364	45,000	35,954		77200	Machinery & Equipment			45,000	62,360	62,360	18,000	18,000	18,000
0	0	0		77500	Vehicle Replacement			0	0	0	0	0	0
448	9,552	0		77600	Computer Equipment			10,000	10,000	5,000	5,000	5,000	5,000
0	0	0		77650	Computer Software			0	0	0	0	0	0
0	0	0		77900	Leased Equipment			0	0	0	0	0	0
0	427,987	217,507		79035	Major Process Upgrade			775,000	862,663	862,663	100,000	100,000	100,000
					Replacement of major process equipment, if needed.								
3,012,707	3,688,274	3,182,350						3,993,499	4,092,913	4,124,713	3,590,388	3,609,892	3,609,892

Timeline diagram showing the period from 1980 to 2000, labeled "WASTE WATER COLLECTION (100%)".

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 (\$)
FY16	275,000
FY17	300,000
FY18	335,000
FY19	425,000
FY20	580,000
FY21	650,000
FY22	570,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>YE Proj</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	5	4	4	5.0	5.0	5.0
Expenditures						
Personnel	275,232	244,509	249,585	310,812	313,925	313,925
Operating	98,163	107,105	103,005	103,100	103,100	103,100
Capital Outlay	22,693	310,462	310,462	151,500	151,500	151,500
Total Expenditures	396,088	662,076	663,052	565,412	568,525	568,525

Total Budget Increase	\$	(93,551)
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- The proposed budget includes a reduction in I & I Rehabilitation (\$141,433)
- The proposed budget includes an additional Equipment Operator position to replace the Maintenance/Construction Worker position that was vacated as part of the FY21 reduction-in-force (\$58,130)

- Providing safe potable water and wastewater effluent quality that exceeds all regulatory requirements and protects the environment. Continue to develop groundwater well system capacity for providing improved system reliability, especially during droughts.
- Providing reliable water and sewer service.
- Providing water and sewer services in a cost effective manner with a focus on lowest life cycle cost. Providing water and wastewater services in a manner which maintains a high level of customer satisfaction.
- Securing and protecting water sources to meet long term needs of our community. Utilizing the water and wastewater assets to promote economic development activities within our community.

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

FY19	FY20	FY20						FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
											REQUEST	PROPOSED	ADOPTED
													-
			4800 - WASTEWATER COLLECTION										
			PERSONNEL - WAGES & BENEFITS										
161,125	199,872	187,335		50010	Salaries			193,570	160,578	160,578	195,960	199,370	199,370
9,926	20,000	10,017		50020	Salaries - Overtime			20,000	20,000	20,000	20,000	20,000	20,000
11,982	11,000	2,001		50030	Salaries - Part-Time			0	0	0	10,000	10,000	10,000
11,026	12,144	12,146		50110	Social Security Tax			11,808	9,794	9,794	11,938	12,125	12,125
2,603	2,872	2,867		50120	Medicare Tax			2,782	2,311	2,311	2,814	2,863	2,863
24,064	27,864	36,035		50130	Health Insurance			38,362	28,421	28,421	42,198	41,224	41,224
13,737	15,636	18,419		50140	VRS Retirement			21,625	17,940	17,940	21,892	22,276	22,276
1,769	2,027	2,387		50145	VRS Group Life Insurance			2,596	2,153	2,153	2,628	2,673	2,673
386	499	405		50150	VRS Disability Insurance			462	462	462	447	459	459
2,241	6,124	2,695		50160	Worker's Comp. Insurance			2,850	2,850	2,850	2,935	2,935	2,935
0	0	926		50169	Hazard Pay			0	0	5,076	0	0	0
			SERVICES - PURCHASED, SHARED, INTERNAL										
0	0	0		50210	Health & Medical Services			0	0	0	0	0	0
74,765	25,000	21,442		53238	R&M - Infrastructure			25,000	25,000	25,000	25,000	25,000	25,000
305	1,800	374		53240	R&M - Equipment			1,800	1,800	4,000	4,000	4,000	4,000
8,486	1,000	240		53245	R&M - Vehicle			1,000	1,000	1,000	1,000	1,000	1,000
4,206	7,000	5,605		53250	Maintenance Service Contract			7,000	7,000	6,000	6,000	6,000	6,000
					Fire Extinguisher Maintenance	1,000							
					EworkOrders subscription and services	2,000							
					Pest Control Services	1,000							
					Sewer Camera Service	2,000							
1,054	1,000	949		51451	Uniform Rentals			1,000	1,000	1,000	1,000	1,000	1,000
14,000	14,000	14,000		53520	Motor Pool			14,000	14,000	14,000	14,000	14,000	14,000
			OTHER CHARGES										
11	0	0		52710	Postal Services			0	0	0	0	0	0
4,000	3,200	3,538		55610	Electrical Services			3,200	3,200	3,200	3,200	3,200	3,200
1,861	1,000	69		55620	Heating Services			1,000	1,000	1,000	1,000	1,000	1,000
3,008	2,000	2,023		52675	Miss Utility Tickets			2,000	2,000	2,000	2,000	2,000	2,000
4,106	4,500	3,585		52720	Telecommunications			4,500	4,500	4,000	4,000	4,000	4,000
210	300	207		55830	Contractor's Equipment Insurance			215	215	215	300	300	300
3,525	4,900	3,291		55840	Motor Vehicle Insurance			3,390	3,390	3,390	3,400	3,400	3,400
1,502	2,500	679		51920	Education & Training			2,500	2,500	2,500	2,500	2,500	2,500
230	300	230		52010	Lodging			300	300	300	300	300	300
0	200	52		52015	Meals			200	200	200	200	200	200
0	0	0		52018	Travel			0	0	0	0	0	0
			MISCELLANEOUS ITEMS										

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

FY19	FY20	FY20						FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	COUNCIL
													ADOPTED
28,026	0	0		52290	Damage Claims			0	0	0	0	0	0
3,353	0	8,642		52295	Bad Debt Expense			2,000	2,000	2,000	2,000	2,000	2,000
0	0	0		56500	Pandemic Expenses			0	0	0	0	0	0
				MATERIALS AND SUPPLIES									
173	400	319		52510	Office Supplies			400	400	400	400	400	400
0	200	160		53540	Janitorial Supplies			200	200	200	200	200	200
12,954	15,000	9,406		53550	Vehicle Fuels			15,000	15,000	10,000	10,000	10,000	10,000
410	400	423		53555	Lube Oil			400	400	400	400	400	400
6,809	10,000	15,116		53560	Vehicle & Equipment Supplies			10,000	10,000	10,000	10,000	10,000	10,000
1,636	1,500	1,109		51570	Uniform Purchases and Wearing Apparel			1,500	1,500	1,700	1,700	1,700	1,700
2,545	2,500	2,907		52660	Operating Supplies			2,500	2,500	2,500	2,500	2,500	2,500
6,026	8,000	3,798		53670	Small Tools			8,000	8,000	8,000	8,000	8,000	8,000
				CAPITAL OUTLAYS									
0	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
0	0	0		77650	Computer Software			0	17,529	17,529	0	0	0
0	0	0		77900	Leased Equipment			0	0	0	0	0	0
0	176,153	22,693		79030	I & I Rehabilitation			154,500	291,433	291,433	150,000	150,000	150,000
0	0	0		79035	Major Process Upgrade			0	0	0	0	0	0
422,061	582,391	396,088		WASTEWATER COLLECTION				557,160	662,076	663,052	565,412	568,525	568,525

TOWN OF CULPEPER
Wastewater - Operating
FY22 Budget

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL						FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
													-
1,323,167	0	1,321,475		59000	Depreciation Expense			0	0	0	0	0	0
0	0	0		89500	Lease Payments - Principal			0	0	0	0	0	0
0	0	0		89509	2008 GOB Principal			0	0	0	0	0	0
414,719	427,098	427,098		89510	2010 GOB 19.25 Principal			444,477	444,477	444,477	0	0	0
245,000	250,000	250,000		89516	2016 Bond - Principal			260,000	260,000	260,000	710,000	710,000	710,000
37,868	0	37,868		89609	2008 GOB Interest			0	0	0	0	0	0
19,021	21,876	2,324		89610	2010 GOB 19.925M Interest			6,667	6,667	6,667	0	0	0
452,500	540,400	442,516		89616	2016 Bond - Interest			530,200	530,200	530,200	507,250	507,250	507,250
0	0	0		44586	Gain/Loss - Asset Disposal			0	0	0	0	0	0
0	0	0		89710	Bond Insurance Costs			0	0	0	0	0	0
(659,719)	0	(677,098)		89799	Debt Principal Offset			0	0	0	0	0	0
1,832,556	1,239,374	1,804,182			DEBT SERVICE			1,241,344	1,241,344	1,241,344	1,217,250	1,217,250	1,217,250
													-
					9925 DEPRECIATION								
					Depreciation								
					DEPRECIATION								
5,267,324	5,510,039	5,382,620			TOTAL EXPENDITURES			5,792,003	5,996,333	6,029,109	5,373,051	5,395,668	5,395,668
					9950 TRANSFERS								
132,465	149,910	149,910		89950	Tfer W/W to GF - PILOT			157,564	157,564	157,564	145,922	145,922	145,922
					Transfer to Capital Fund								
132,465	149,910	149,910			TRANSFERS			157,564	157,564	157,564	145,922	145,922	145,922
													-
					9990 CONTINGENCY - UNRESERVED								
				9990	Contingency - Unreserved								
-	-	-			CONTINGENCY - UNRESERVED			-	-	-	-	-	-
													-
5,399,789	5,659,949	5,532,530			TOTAL EXPENDITURES & TRANSFERS			5,949,567	6,153,897	6,186,673	5,518,972	5,541,589	5,541,589

TOWN OF CULPEPER
Wastwater - Capital
FY22 Budget

[illegible]

TOWN OF CULPEPER
Wastwater - Capital
FY22 Budget

FY19	FY20	FY20						FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
											REQUEST	PROPOSED	ADOPTED	
					7500	Vehicle Replacement								
					7200	Machinery & Equipment								
109,840	0	0				VEHICLE & EQUIPMENT REPLACEMENT		-	-	-	-	-	-	-
54,760	0	0				9035 MAJOR PROCESS UPGRADE - WPCF		0	0	0	0	0	0	0
						CAPITAL OUTLAYS								
					77040	Infrastructure								
					77200	Machinery & Equipment								0
54,760	0	0				MAJOR PROCESS EQUIP UPGRADE		-	-	-	-	-	-	-
						WASTEWATER CAPITAL OUTLAY								
						CAPITAL OUTLAYS								
0	0	0			77710	Tap Refunds - Wastewater		0	0	0	0	0	0	0
3,600	0	0			77990	Gain/Loss on Disp of Cap Asst		0	0	0	0	0	0	0
3,600	0	0				WASTEWATER CAPITAL OUTLAY		-	-	-	-	-	-	-
313,982	1,111,250	(1,305)				<i>sub-total all capital projects</i>		0	0	0	0	0	0	0
						9950 Transfers								
0	1,111,250	0			89960	Xfer to Capital (Non-Committed)		611,250	611,250	611,250	811,250	811,250	811,250	811,250
0	0	0			89965	Transfer Out-Capital		0	0	0	0	0	0	0
0	1,111,250	0				Transfers		611,250	611,250	611,250	811,250	811,250	811,250	811,250
														-
						9990 CONTINGENCY - UNRESERVED								
0	0	0			89990	Contingency-Reserved		0	0	0	0	0	0	0
0	0	0			89965	Transfer Out - Capital		0	0	0	0	0	0	0
						Unreserved								
0	0	0				CONTINGENCY		-	-	0	0	0	0	-
313,982	1,111,250	(1,305)				TOTAL EXPENDITURES		611,250	611,250	611,250	811,250	811,250	811,250	811,250
														-

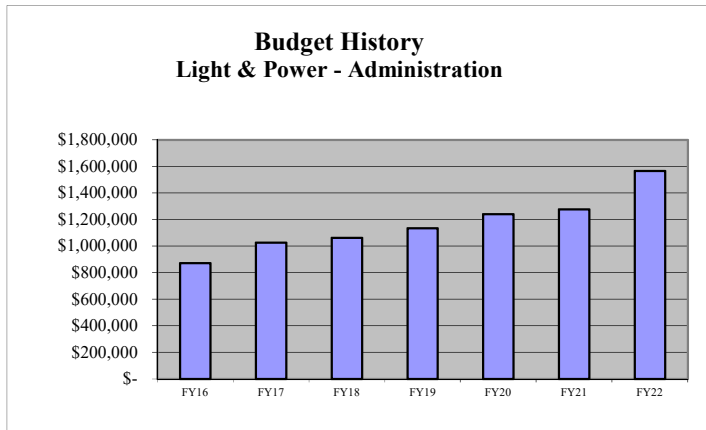
TOWN OF CULPEPER
Light & Power - Fund Summary
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
			OPERATING FUND:								
13,104,706	14,891,246	12,792,223	TOTAL LIGHT AND POWER FUND REVENUES			13,673,300	13,708,358	13,762,381	13,557,511	13,557,511	13,557,511
1,135,144	1,240,784	1,224,829		5600	ADMINISTRATION	1,268,171	1,276,415	1,274,361	1,562,344	1,565,992	1,565,992
7,175,996	8,092,735	7,466,607		5700	GENERATION	8,637,064	8,735,709	8,711,266	8,104,629	8,105,876	8,105,876
1,565,365	1,983,946	2,008,471		5800	DISTRIBUTION	1,931,124	1,990,976	2,015,973	2,459,985	2,479,193	2,479,193
1,105,769	2,096,242	1,120,657		9900	DEBT SERVICE	467,946	467,946	467,416	449,466	449,466	449,466
368,700	1,477,539	393,772		9950	TRANSFERS	1,368,995	1,237,312	1,237,312	981,086	956,983	956,983
-	-	-		9990	CONTINGENCY	-	-	-	-	-	-
11,350,974	14,891,246	12,214,336	TOTAL EXPENDITURES			13,673,300	13,708,358	13,706,328	13,557,511	13,557,511	13,557,511
1,753,732	-	577,887	REVENUES OVER (UNDER) EXPENDITURES			-	-	56,053	-	-	-
			CAPITAL FUND:								
-	1,697,684	-	TOTAL L&P CAPITAL FUND REVENUES			-	55,672	55,672	450,000	450,000	450,000
250,193	-	-		8810	DISTRIBUTION SYSTEM IMPRVMTS	-	-	-	-	-	-
-	-	-		8816	NALLS MILL CONUIT	-	-	-	450,000	450,000	
11,551	39,684	9,012		9209	FINANCIAL SYSTEM UPGRADE	-	30,672	30,672	-	-	-
78,253	-	25,595		8825	LED STREETLIGHTING	-	-	-	-	-	-
901	-	-		9010	SUBSTATION UPGRADES	-	-	-	-	-	-
-	90,000	8,580		8900	DISTRIBUTION 4KV SYS CHANGEOUT	-	25,000	25,000	-	-	-
-	-	-		8820	BINGHAM & TAYLOR ELEC FURNACE PROJECT	-	-	-	-	-	-
340,898	129,684	43,187			Total Capital Expenditures	-	55,672	55,672	450,000	450,000	-
-	1,568,000	-		TRANSFERS		-	-	-	-	-	-
-	-	-		CONTINGENCY - UNRESERVED		-	-	-	-	-	-
340,898	1,697,684	43,187	TOTAL EXPENDITURES			-	55,672	55,672	450,000	450,000	-

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

FY19	FY20	FY20										FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL										DEPT	MGR	COUNCIL
												REQUEST	PROPOSED	ADOPTED
0	0	0		45600	Reserves - Prior Year Balance		0	35,058	35,058	0	0	0	0	0
12,461,345	12,758,246	12,034,816		43220	Metered Sales - Electric		13,198,000	13,198,000	13,198,000	13,124,011	13,124,011	13,124,011	13,124,011	13,124,011
1,250	4,500	2,750		43310	After Hours Reconnection Fee		4,500	4,500	2,000	2,000	2,000	2,000	2,000	2,000
81,586	90,000	81,568		43320	Delinquent Fees		100,000	100,000	80,000	100,000	100,000	100,000	100,000	100,000
11,671	15,000	16,371		43330	Disconnect Fees		17,000	17,000	10,000	17,000	17,000	17,000	17,000	17,000
23,819	18,000	13,402		43340	Meter Fees		15,000	15,000	15,000	12,000	12,000	12,000	12,000	12,000
34,648	40,000	25,509		43370	Penalties		40,000	40,000	18,000	30,000	30,000	30,000	30,000	30,000
99,072	97,500	101,256		42000	AMR Cost Recovery		100,800	100,800	100,800	0	0	0	0	0
575	1,000	700		43560	Pole Permits & Rental Charge		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
32,553	10,000	75,024		43580	Time & Material Charges - Misc.		10,000	10,000	23,951	10,000	10,000	10,000	10,000	10,000
219,000	160,000	215,000		43590	Underground Connection Charge		87,500	87,500	135,000	175,000	175,000	175,000	175,000	175,000
0	1,000	0		43350	Overhead Connection Charge		1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
63,467	100,000	75,489		42360	Interest on Investments		40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
39,677	0	75,082		42362	Interest Income - Investments		30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
0	0	7,692		42370	Realized Gain/Loss-Invest		0	0	-	0	0	0	0	0
18,887	0	55,251		42375	Unrealized Gain/Loss-Invest		0	0	-	0	0	0	0	0
0	0	0		42065	CARES Act Funding		0	0	32,072	0	0	0	0	0
0	7,500	5,378		45525	Insurance Claims/Recoveries		7,500	7,500	29,000	7,500	7,500	7,500	7,500	7,500
0	500	0		45540	Reimbursements, Rebates & Recoveries		500	500	500	0	0	0	0	0
3,042	3,000	5,238		45550	Miscellaneous		2,000	2,000	1,000	1,000	1,000	1,000	1,000	1,000
1,395	1,000	1,697		44580	Sale Of Salvage & Surplus Materials		1,500	1,500	1,000	1,000	1,000	1,000	1,000	1,000
45	1,000	0		44585	Sale Of Surplus Equipment		10,000	10,000	5,000	1,000	1,000	1,000	1,000	1,000
12,674	15,000	0		44592	Recovered Cost - Streetlights in New Dev.		7,000	7,000	4,000	5,000	5,000	5,000	5,000	5,000
0	1,568,000	0		44971	Transfer In - Capital Fund		0	0	-	0	0	0	0	0
0	0	0		45610	Transfer from Reserves		0	0	-	0	0	0	0	0
13,104,706	14,891,246	12,792,223			TOTAL REVENUES / OTHER SOURCES		13,673,300	13,708,358	13,762,381	13,557,511	13,557,511	13,557,511	13,557,511	13,557,511

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



Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	2	2	2	2	2	2
Expenditures						
Personnel	239,529	243,501	244,947	246,709	250,357	250,357
Operating	983,999	1,030,714	1,027,214	1,313,435	1,313,435	1,313,435
Capital Outlay	<u>1,301</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>	<u>2,200</u>
Total Expenditures	1,224,829	1,276,415	1,274,361	1,562,344	1,565,992	1,565,992

Total Budget Increase	\$	289,578
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- Budget increase primarily due to Billing & Administrative Support increase (\$284,222)

- Using technology and prud

- Using technology and prudent electrical practices the Light & Power Department will continue to move towards more cost effective operation while maintaining a high level of customer service to the citizens and the departments/agencies of the Town.
- To maintain and improve the electrical system.
- To provide inventive and cost saving approaches to energy savings to the customers.
- To utilize technology to its fullest potential with the benefits of providing reliable power.

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

FY19	FY20	FY20						FY21	FY21	PROJECTED	FY22	FY22	FY22	
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL	
											REQUEST	PROPOSED	ADOPTED	
				5600-ELECTRIC ADMINISTRATION										
				PERSONNEL - WAGES & BENEFITS										
170,561	174,041	184,753		50010	Salaries			175,206	182,066	182,066	182,004	185,559	185,559	
492	500	1		50020	Salaries - Overtime			500	500	100	300	300	300	
10,331	10,455	11,218		50110	Social Security Tax			10,519	10,945	10,945	10,968	11,197	11,197	
2,416	2,446	2,624		50120	Medicare Tax			2,461	2,561	2,561	2,566	2,620	2,620	
23,065	23,037	18,195		50130	Health Insurance			23,499	23,499	23,499	26,914	26,280	26,280	
(8,903)	0	7,387		50132	OPEB Health Insurance			0	0	-	0	0	0	
16,945	17,597	17,713		50140	VRS Retirement			19,572	20,338	20,338	20,331	20,727	20,727	
2,196	2,281	(3,710)		50145	VRS Group Life Insurance			2,348	2,441	2,441	2,440	2,488	2,488	
0	0	0		50150	VRS Disability Insurance			0	0	-	0	0	0	
906	1,512	1,089		50160	Worker's Comp. Insurance			1,152	1,152	1,152	1,186	1,186	1,186	
0	0	258		50169	Hazard Pay			0	0	1,846	0	0	0	
				SERVICES - PURCHASED, SHARED, INTERNAL										
0	100	0		50210	Health & Medical Services			100	100	100	100	100	100	
0	1,000	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	
5,510	15,000	659		53250	Maintenance Service Contract			2,500	2,500	2,500	2,500	2,500	2,500	
					Pitney Bowes		1,500							
					ESI - Copier		1,000							
0	500	0		52400	Printing and Binding			500	500	500	500	500	500	
351	0	0		52410	Advertising			0	0	-	0	0	0	
894,016	968,780	968,780		52520	Billing and Administrative Services			1,006,713	1,006,713	1,006,713	1,290,935	1,290,935	1,290,935	
1,000	1,000	1,000		53520	Motor Pool			1,000	1,000	1,000	1,000	1,000	1,000	
				OTHER CHARGES										
(1,364)	3,000	0		52710	Postal Services			1,500	1,500	500	500	500	500	
2,795	3,500	1,291		52720	Telecommunications			3,500	3,500	1,000	2,500	2,500	2,500	
1,161	1,610	1,141		55840	Motor Vehicle Insurance			1,176	1,176	1,176	1,175	1,175	1,175	
272	500	0		52015	Meals			500	500	500	500	500	500	
117	500	265		52018	Travel			0	0	-	500	500	500	
				MISCELLANEOUS ITEMS										
11,688	11,000	10,863		52210	Dues & Assoc. Memberships			12,000	12,000	12,000	12,000	12,000	12,000	
0	0	0		52220	Bank Fees			0	0	-	0	0	0	
				56295	Bad Debt									
0	0	0		56299	Miscellaneous			0	0	-	0	0	0	
				MATERIALS AND SUPPLIES										

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

											FY22	FY22	FY22
FY19	FY20	FY20						FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
574	0	0		52510	Office Supplies			0	0	-	0	0	0
0	0	0		53550	Vehicle Fuels			0	0	-	0	0	0
0	0	0		53560	Vehicle & Equipment Supplies			0	0	-	0	0	0
0	125	0		51570	Uniform Purchases and Wearing Apparel			125	125	125	125	125	125
121	100	0		52660	Operating Supplies			100	100	100	100	100	100
				CAPITAL OUTLAYS									
895	2,000	1,301		77600	Computer Hardware and Equipment			2,000	2,000	2,000	2,000	2,000	2,000
0	200	0		77650	Computer software			200	200	200	200	200	200
0	0	0		77500	Vehicle Replacement			0	0	-	0	0	0
0	0	0		77900	Leased Equipment			0	0	-	0	0	0
1,135,144	1,240,784	1,224,829		ELECTRIC ADMINISTRATION				1,268,171	1,276,415	1,274,361	1,562,344	1,565,992	1,565,992

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

Fiscal Year	Budget Amount (\$)
FY16	8,400,000
FY17	7,200,000
FY18	7,200,000
FY19	7,200,000
FY20	8,400,000
FY21	8,400,000
FY22	8,400,000

Major Highlights for FY22

- Budget decrease is primarily due to decrease in Electricity Purchased costs projections (\$611,538).
- The proposed reduction is partially offset by a reduction in Capital Outlay (\$50,000)

- Using technology and prudent electrical practices the Light & Power Department will continue to move towards more cost effective operation while maintaining a high level of customer service to the citizens and the departments/agencies of the Town.
- To maintain and improve the electrical system.
- To provide inventive and cost saving approaches to energy savings to the customers.
- To utilize technology to its fullest potential with the benefits of providing reliable power.

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

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HYPOTHESIS 3: THE DIRECT EFFECT

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

Fiscal Year	Budget Amount
FY16	\$1,350,000
FY17	\$1,500,000
FY18	\$1,500,000
FY19	\$1,550,000
FY20	\$2,000,000
FY21	\$2,000,000
FY22	\$2,500,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	13	13	13	13	13	13
Expenditures						
Personnel	1,264,116	1,314,387	1,347,034	1,375,909	1,395,117	1,395,117
Operating	447,274	447,476	445,826	455,693	455,693	455,693
Capital Outlay	<u>297,082</u>	<u>229,113</u>	<u>223,113</u>	<u>628,383</u>	<u>628,383</u>	<u>628,383</u>
Total Expenditures	2,008,471	1,990,976	2,015,973	2,459,985	2,479,193	2,479,193

Total Budget Increase	\$	488,217
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- The proposed budget increase primarily due to increase of Vehicle Replacement, not budgeted for in FY21 (\$370,000)
 - Two replacement pickup trucks (\$90,000)
 - New digger derrick (\$280,000)
- The proposed budget includes an increase in Machinery & Equipment, not budgeted for in FY21 (\$57,000)
- The proposed budget increase is primarily due to projected increases in personal and health insurance.

- Using technology and prudent electrical practices the Light & Power Department will continue to move towards more cost effective operation while maintaining a high level of customer service to the citizens and the departments/agencies of the Town.
- To maintain and improve the electrical system.
- To provide inventive and cost saving approaches to energy savings to the customers.
- To utilize technology to its fullest potential with the benefits of providing reliable power.

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

												FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED			DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21			REQUEST	PROPOSED	ADOPTED
22,080	25,000	52,541		53630	Meter Purchases		40,000	40,000	40,000			30,000	30,000	30,000
4,104	6,500	1,229		52660	Operating Supplies		5,000	5,000	3,000			5,000	5,000	5,000
20,125	20,000	20,078		53670	Small Tools		20,000	15,000	15,000			32,000	32,000	32,000
					3 phase voltage & current recorder	7,000								
					Single phase socket voltage & current recorder (replacing 25 yr. old unit which is failing)	5,000								
					Portable service restoration device	5,000								
					Misc. tool replacements and additions	15,000								
567	2,000	431		53680	Traffic Signals & Signs		3,000	3,000	1,000			3,000	3,000	3,000
				CAPITAL OUTLAYS										
15,012	0	0		77200	Machinery & Equipment		10,000	0	-			57,000	57,000	57,000
					Replace #857 walk behind ditch witch	25,000								
					Replace #849 1997 Air Compressor	25,000								
					New Dump Trailer	7,000								
0	100,000	93,787		77500	Vehicle Replacement		0	0	-			370,000	370,000	370,000
					New Digger Derrick	280,000								
					Replace Unit 810 with 3/4 ton 4x4 pickup	45,000								
					Replace Unit 830 to utility body truck	45,000								
895	2,000	378		77600	Computer Equipment		2,000	2,000	1,000			2,000	2,000	2,000
30	500	0		77650	Computer Software		500	35,558	35,558			0	0	0
28,714	25,000	8,945		77720	New Lines & Customers		15,000	15,000	10,000			15,000	15,000	15,000
36,259	15,000	33,116		77730	Street & Yard Light Upgrades		20,000	20,000	20,000			20,000	20,000	20,000
0	0	0		77900	Leased Equipment		0	0	-			0	0	0
0	149,100	160,856		78810	Distribution System Improvements		156,555	156,555	156,555			164,383	164,383	164,383
1,565,365	1,983,946	2,008,471		ELECTRIC DISTRIBUTION			1,931,124	1,990,976	2,015,973			2,459,985	2,479,193	2,479,193

TOWN OF CULPEPER
Light & Power - Operating
FY22 BUDGET

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TOWN OF CULPEPER
Light & Power - Capital
FY22 BUDGET

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TOWN OF CULPEPER
Light & Power - Capital
FY22 BUDGET

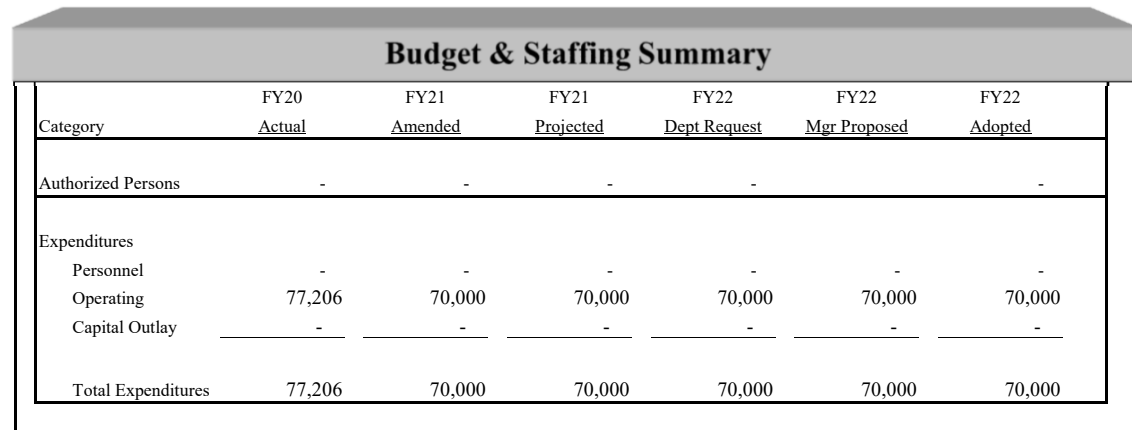
FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL		FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
78,253	0	25,595	LED STREETLIGHTING	-	-	-	-	-	-
901	0	0	9010 SUBSTATION UPGRADES	0	0	0	0	0	0
			SERVICES - PURCHASED SHARED, INTERNAL						
			75216 Engineering Services						
			CAPITAL OUTLAYS						
			77040 Infrastructure						
			77200 Machinery & Equipment						
901	0	0	SUBSTATION UPGRADES	-	-	-	-	-	-
			8816 - NALLS MILL CONDUIT				450,000	450,000	450,000
			CAPITAL OUTLAYS						
			77200 Vehicle & Equipment Replacement						
0	0	0	NALLES MILL CONDUIT	-	-	-	450,000	450,000	450,000
			8820 - BINGHAM & TAYLOR ELECTRIC FURNACE PROJECT					0	0
			CAPITAL OUTLAYS						
			77040 Infrastructure						
			77200 Machinery & Equipment						
			75216 Engineering						
0	0	0	BINGHAM & TAYLOR ELECTRIC FURNACE PROJECT	-	-	-		-	-
340,898	129,684	43,187	<i>sub-total of all capital projects</i>	-	55,672	55,672	450,000	450,000	450,000
			9950 TRANSFERS						
0	0	0	89960 Xfer to Capital (Non Committed)		0	0	0	0	0
0	1,568,000	0	89965 Transfer Out - Capital		0	0	0	0	0
0	1,568,000	0	TRANSFERS	-	-	-	-	-	-
			9990-CONTINGENCY - UNRESERVED						
			89990 Contingency - Reserved						
			89991						
0	0	0	CONTINGENCY - UNRESERVED	-	-	-	-	-	-
340,898	1,697,684	43,187	TOTAL EXPENDITURES	-	55,672	55,672	450,000	450,000	450,000

TOWN OF CULPEPER
Cemetery Perpetual Care - Fund Summary
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
			OPERATING FUND:						REQUEST	PROPOSED	ADOPTED
92,439	1,027,150	77,206	TOTAL CEMETERY PERPETUAL CARE FUND REVENUE			70,000	70,000	70,000	70,000	70,000	70,000
-	1,027,150	-		9990	CONTINGENCY	70,000	70,000	70,000	70,000	70,000	70,000
-	1,027,150	-	TOTAL EXPENDITURES			70,000	70,000	70,000	70,000	70,000	70,000

←----- CEMENTED TERRAZZO CARPET FLOOR -----→

Budget and Staff Resources:



Major Highlights for FY22

Town of Culpeper FY22 Adopted Budget-May 11, 2021

TOWN OF CULPEPER
Cemetery Perpetual Care - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
0	957,150	0					0	0	0	0	0	0
22,889	20,000	28,456					20,000	20,000	20,000	20,000	20,000	20,000
69,500	50,000	48,750					50,000	50,000	50,000	50,000	50,000	50,000
50	0	0					0	0	0	0	0	0
92,439	1,027,150	77,206					70,000	70,000	70,000	70,000	70,000	70,000
0	1,027,150	0					70,000	70,000	70,000	70,000	70,000	70,000
0	1,027,150	0					70,000	70,000	70,000	70,000	70,000	70,000
-	1,027,150	-					70,000	70,000	70,000	70,000	70,000	70,000

TOWN OF CULPEPER
Parking Authority - Fund Summary
FY22 BUDGET

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
									REQUEST	PROPOSED	ADOPTED
					OPERATING FUND:						
56,587	93,634	42,535			TOTAL PARKING AUTHORITY FUND REVENUES	120,634	55,634	55,634	85,550	85,550	85,550
46,661	93,634	53,871		8700	PARKING AUTHORITY	120,634	55,634	55,634	85,550	85,550	85,550
-	-	-		9990	CONTINGENCY	-	-				-
46,661	93,634	53,871			TOTAL EXPENDITURES	120,634	55,634	55,634	85,550	85,550	85,550

To provide convenient, safe, secure and an aesthetically pleasing parking experience. The Authority shall continually maintain, improve, and increase parking opportunities to meet the unique challenges that exist as a result of growth and development in Town.

Fiscal Year	Budget (\$)
FY16	52,000
FY17	54,000
FY18	76,000
FY19	46,000
FY20	54,000
FY21	56,000
FY22	85,000

Budget & Staffing Summary						
Category	FY20 <u>Actual</u>	FY21 <u>Amended</u>	FY21 <u>Projected</u>	FY22 <u>Dept Request</u>	FY22 <u>Mgr Proposed</u>	FY22 <u>Adopted</u>
Authorized Persons	-	-	-	-	-	-
Expenditures						
Personnel	-	-	-	-	-	-
Operating	53,871	55,634	55,634	85,550	85,550	85,550
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	53,871	55,634	55,634	85,550	85,550	85,550

Total Budget increase	\$	29,916
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'In FY22 the Parking Authority will:

- Support and assist the Town Council constructing and managing additional parking sites for the downtown
- Implement the Recommended parking lot management plan, as developed by staff and the parking Authority, including improvements to existing parking lots and alleyways.
- Continue to improve enforcement of parking violations

TOWN OF CULPEPER
Parking Authority - Operating
FY22 BUDGET

FY19	FY20	FY20					FY21	FY21	PROJECTED	FY22	FY22	FY22
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	DEPT	MGR	COUNCIL
										REQUEST	PROPOSED	ADOPTED
					RESERVE BALANCES							
				45600	Reserves							
					FINES AND FORFEITURES							
5,647	6,000	3,025		47340	Parking Fines		5,000	5,000	2,500	2,500	2,500	2,500
					CHARGES FOR SERVICES							
49,035	50,000	39,180		47260	Parking - Leased Spaces		55,000	0	10,000	30,000	30,000	30,000
100	500	0		47262	Parking Lot Rental		500	500	500	500	500	500
0	100	0		47264	Parking - On Street Permits		100	100	100	0	0	0
0	0	0		47265	Parking - Duplicate Tags		0	0	0	0	0	0
1,805	0	330		47270	Parking - One Day Pass		500	500	500	250	250	250
0	0	0		45550	Miscellaneous		0	0	0	0	0	0
					GRANT/REVENUE FROM GOVT							
0	37,034	0		44960	Transfer from General Fund Reserves		59,534	49,534	42,034	52,300	52,300	52,300
56,587	93,634	42,535			TOTAL REVENUES / OTHER SOURCES		120,634	55,634	55,634	85,550	85,550	85,550
					8700-PARKING AUTHORITY							
0							0	0	0	0	0	
					SERVICES - PURCHASED, SHARED, INTERNAL							
45	40,000	1,709		53249	R&M - Misc. / Other		69,200	4,200	4,200	35,000	35,000	35,000
					Paving E. Culpeper St Lot	30,000						
					Sign Replacement	5,000						
35,641	42,000	42,739		53250	Maintenance Service Contract		40,000	40,000	40,000	40,000	40,000	40,000
					Contract with Public Works							
8,348	8,634	7,034		53270	Rental of Street Lights		8,634	8,634	8,634	7,500	7,500	7,500
407	1,000	317		52400	Printing and Binding		500	500	500	750	750	750
0	0	0					0	0	0	0	0	0
					OTHER CHARGES							
181	400	253		52710	Postal Services		400	400	400	400	400	400
550	1,600	1,550		55860	Public Official Liability		1,600	1,600	1,600	1,600	1,600	1,600
1,000	0	0		55870	General Liability Insurance		0	0	0	0	0	0
0	0	0		55946	Lease-Parking Spaces (Ann Wingfield)		0	0	0	0	0	0
0	0	0		52015	Meals		0	0	0	0	0	0
0	0	0					0	0	0	0	0	0
					MISCELLANEOUS ITEMS							
490	0	270		52295	Bad Debt Expense		300	300	300	300	300	300
0	0	0		56500	Pandemic Expenses		0	0	0	0	0	0
0	0	0		52660	Operating Supplies		0	0	0	0	0	0
					CAPITAL OUTLAY							
0	0	0		77900	Leased Equipment		0	0	0	0	0	0
46,661	93,634	53,871			PARKING AUTHORITY		120,634	55,634	55,634	85,550	85,550	85,550

TOWN OF CULPEPER
Parking Authority - Operating
FY22 BUDGET

[illegible]