# **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

# **TABLE OF CONTENTS**

	page		page
Adopted Resolutions	1	GENERAL CAPITAL FUND	116
FY22 Fine and Fee Schedule	22	Capital Fund	

#### WATER FUND

Water	Fund Summary	122
Water	Fund Revenues	123
3700	Water Treatment	124
3800	Water Distribution	128
9900	Debt Service	131
9950	Transfers/Contingency	131
Water	Fund Capital	132

#### **WASTEWATER FUND**

Waste	water Fund Summary	136
Waster	water Fund Revenues	137
4700	Wastewater Treatment	138
4800	Wastewater Collection	142
9900	Debt Service	145
9950	Transfers/Contingency	145
Waster	water Fund Capital	146

#### **ELECTRIC FUND**

Electric	Fund Summary	148
Electric	Fund Revenues	149
5600	Administration	150
5700	Electric Generation	153
5800	Electric Distribution	156
9900	Debt Service	160
9950	Transfers/Contingency	160
Electric	Fund Capital	161

#### **FAIRVIEW CEMETERY FUND**

Fairvie	w Cemetery Fund Summary	163
7500	Fairview Cemetery Revenues	165
7700	Fairview Cemetery Expenditures	165

### **PARKING AUTHORITY FUND**

Parking	Authority Summary	166
8500	Parking Authority Revenues	168
8700	Parking Authority Expenditures	168

#### **GENERAL FUND**

Summa	ary of General Fund Revenues & Expenditures	29
Genera	I Fund Revenues	31
1101	Town Council	35
1201	Town Manager	37
1202	Town Clerk	40
1203	Human Resources	42
1204	Town Attorney	45
1208	Annual Audit	47
1213	Treasurer	49
1219	Risk Management	52
1220	Information Technology	54
1221	Motor Pool	58
3101	Police	60
3102	Drug Seizure Fund	64
3103	E911	66
3104	E-Ticketing	68
3202	Fire Department	70
3203	Rescue Services	72
3204	Va Regional Transit	74
4101	General Engineering	76
4102	Streets	78
4105	Snow & Ice Removal	81
4107	Traffic Engineering	83
4203	Sanitation	85
4302	General Properties	88
6600	Culpeper Media Network	91
7103	Parks & Recreation	94
7108	Cemetery	97
8101	Planning & Community Development	100
8103	Visitors Center	104
8104	Tourism	106
8105	Economic Development (CRI)	110
8199	Pandemic Expenses	112
9900	Debt Service	114
9950	Transfers	115
9990	Contingency	115



# 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 EBER VIRGINIA TOWN Michael T. Ofinger, 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. <u>R-2021-011</u>

**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
Total General Fund Operations	¥15,635,475
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
	nel ten Park
WASTEWATER FUND	¢2,600,802
Treatment	\$3,609,892
Collection Debt Service	\$568,525
Transfers	\$1,217,250
	\$145,922 <b>\$5,541,58</b> 9
Total Wastewater Fund	Ş3,341,385
WASTEWATER CAPITAL	
Transfers	\$811,250
Total Wastewater Capital Fund	\$811,250
	and install mult
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	\$950,985 \$13,557,510
Total Light & TOWEL Fund	,010,007,010

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 OULPEPER, VIRGINIA Michael T. Olinger, Mayor

Attest: Allen, Town Clerk Kimberly D.

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. <u>R-2021-010</u>

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.

Attest:

Kimberly D. Allen, Town Clerk

MOTION: Reaves SECOND: Rimeikis BY ORDER OF THE COUNCIL OF THE TOWN OF CULPEPER, VIRGINIA

Michael T. Olinger, Mayor

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

5

Absent from Vote: None Absent from Meeting: None

#### TOWN OF CULPEPER JOB CLASSIFICATIONS BY GRADE - FY2022

Decition	Examption Status	Grada	Hourly		Sala	Salary (40 hours/we			
Position	Exemption Status	Grade	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 \$32,268.63	\$39,897.58 \$41,949.22	\$49,104.72	
Community Service Officer Customer Service Representative	NE NE	10 10	\$15.51 \$15.51	\$20.17 \$20.17	\$24.82 \$24.82	\$32,268.63	\$41,949.22 \$41,949.22	\$51,629.81 \$51,629.81	
Plant Maintenance Worker	NE	10	\$15.51	\$20.17	\$24.82	\$32,268.63	\$41,949.22 \$41,949.22	\$51,629.81 \$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 Visitor Center Supervisor	NE NE	12 12	\$17.11 \$17.11	\$22.25 \$22.25	\$27.38 \$27.38	\$35,595.52 \$35,595.52	\$46,274.17 \$46,274.17	\$56,952.83 \$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	12	\$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	13	\$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 E	18	\$23.02	\$29.93	\$36.83	\$47,881.08	\$62,245.40	\$76,609.73	
Deputy Treasurer Planner I	E	18 18	\$23.02 \$23.02	\$29.93 \$29.93	\$36.83 \$36.83	\$47,881.08 \$47,881.08	\$62,245.40 \$62,245.40	\$76,609.73 \$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	10	\$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 Plant Engineer	NE E	22 6 22	\$28.04	\$36.45	\$44.86	\$58,320.66	\$75,816.86	\$93,313.06 1 \$93,313.06	
Plant Engineer Geographic Information System (GIS) Coordinator	E	<u>6 22</u> 23	<b>1738/14</b> 01	63645 \$38.30		do <mark>තිම් අ</mark> ති හිතිය \$61,284.54	<u>t-M75,816.8ත2</u> \$79,669.90	\$93,313.06 \$98,055.26	
Coographic information system (Cis) Coordinator	<u> </u>	23	\$29.46	200.3U	\$47.14	əv1,204.34	9.500,514	əəo,033.20	

#### 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 <i>,</i> 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 <i>,</i> 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

Desision	Franking Chattan	Guada	Hourly			Salary (40 hours/week)			
Position	Exemption Status	Grade	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 Lead Lineman	NE NE	17 24	\$21.91 \$30.93	\$28.48 \$40.21	\$35.06 \$49.49	\$45,573.89 \$64,341.76	\$59,246.06 \$83,644.29	\$72,918.22 \$102,946.82	
Light and Power Director	E	32	\$45.73	\$40.21	\$73.18	\$95,128.67	\$83,644.29 \$123,667.26	\$102,946.82 \$152,205.86	
Light and Power Director	NE	23	\$45.73	\$38.30	\$47.14	\$61,284.54	\$123,667.26	\$98,055.26	
Line Technician - 2nd Class	NE	20	\$25.44	\$33.07	\$40.70	\$52,907.46	\$68,779.70	\$98,055.20	
Line Technician Apprentice	NE	16	\$20.85	\$27.10	\$33.36	\$43,365.12	\$56,374.66	\$69,384.19	
		-							
Maintenance/Construction Worker Management Analyst	E NE	8 21	\$14.04 \$26.70	\$18.26 \$34.71	\$22.47 \$42.71	\$29,209.54 \$55,529.37	\$37,972.40 \$72,188.19	\$46,735.27 \$88,847.00	
Management Analyst 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	24	\$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	10	\$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	<b>a</b> 12	\$13.51 \$17110	\$20.17 (\$21625e	τ¢27,38Δ	40532,200.03	t-Na% 474.272		
Revenue & Collection Specialist	NE	14	\$18.90	\$24.57	\$30.24	\$39,310.37	\$51,103.48	\$62,896.59	
		ı - '	+ 20.00	+	+ 20.2-1	+	+	+ 100 0.00	

#### 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	10	\$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	19	\$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 WÍTHIN THE TOWN OF CULPEPER, VIRGINIA UPON ALL PROPERTY FOR THE CALENDAR YEAR 2021

## Resolution No. <u>R-2021-004</u>

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 1<sup>st</sup> 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 1<sup>st</sup> 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.

## <u>SECTION 10 – CIGARETTE TAX</u>

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 Tichael 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":

	NO .		
		EXISTING	EFF. 7-1-21
A.	Basic Customer Charge	\$9.79	\$9.89
B.	Plus KWH charge:		1195 <b>•</b>
	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 -<br/>"Schedule SGS":EXISTINGEFF. 7-1-21A. Basic Customer Charge<br/>Single Phase\$19.06\$19.25Three Phase\$30.91\$31.22B. 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"		
		EXISTING	EFF. 7-1-21
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":					
		EXISTI	NG	EFF. 7-	1-21	È
A.	Basic Customer Charge	" <b>\$99.9</b> 3	3	\$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	ýer 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":					
		EXISTI	NG	 EFF. 7-	1-21	
A.	Basic Customer Charge	\$53.57	7	\$54.1	1	
B.	Plus the following kW 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.

14

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":

	ТҮРЕ	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":		Ĩ		
		EXISTIN	G	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 C REPER, VIRGINIA Michael / Ohpger, 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 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:

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

Water I	Rates		
	Gallons	Existing	<u>Eff. 7-1-21</u>
	0 - 2,000 (min.)	\$12.77	\$12.77
			18
	2,001 - 25,000	63.9¢	63.9¢
	25,001 - 100,000	51.2¢	51.2¢
	OVER 100,000	38.1¢	38.1¢
Sewer 1	Rates		
	Gallons	Existing	Eff. 7-1-21
	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
Septage Rates		Existing	<u>Eff. 7-1-21</u>
	Minimum Charge	\$25.75	\$25.75
	Per gallon	10.4¢	10.4¢
Water sales (bu	ulk)	Existing	Eff. 7-1-21
	harge – initial 2,000 gallons	\$37.58	\$37.58
	ver minimum	\$6.26	\$6.26

ADOPTED this 11th day of May 2021.

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

1

Michael 7. Olinger, Mayor

Attest:

Kimberly D. Allen, Town Clerk

MOTION: Price SECOND: Clancey

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

h;

17

Absent from Vote: None Absent from Meeting: None



## Resolution No. <u>R-2021-007</u>

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:

r.,

METER SIZE	EXISTING FEE	EFFECTIVE 7-1-21 FEE
FIVE-EIGHTS (5/8")	\$ 525	\$ 525
ONE INCH (1")	\$ 590	\$ 590
ONE & ONE HALF (11/2")	\$ 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 CUPPER, VIRGINIA

Michael T. Olinger, Mayor

Attest:

Kimberly D. llen, 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



# 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:

	MAXIMUM ALLOWABLE	EXISTING FEE			ГІVЕ <mark>7-1-2</mark> 1 FEE
METER SIZE	GALLONS	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 (11/2")	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

#### WATER & SEWER TAP PRIVILEGE ASSESSMENT FEES

ADOPTED this 11th day of May 2021.

BY ORDER OF THE COUNCIL OF THE TOWN OF PEPER, MRGINIA 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

19

Absent from Vote: None Absent from Meeting: None



# 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. <u>R-2021-012</u>

**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

~

ł

1

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 Per acre thereafter	\$25 \$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) Re-inspect - per liner foot of roadway Re-inspect – per linear foot of utility Re-inspect – Per major utility structure (for manhole, fire hydrant, drop inlet, etc)	<ul> <li>\$25 base fee, plus additional below, if applicable</li> <li>\$ 0.10</li> <li>\$ 0.05</li> <li>\$1.00</li> </ul>
<b>STREETS</b> §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)
<b>REFUSE</b> §20-76, 77, 78	Sanitation Equipment Replacement Fee (paid on utility bill) (6/11) (6/14) Residential purchase of additional carts	\$2/month – per cart \$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
<b>UTILITIES - GEN</b> §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 hills unnaid eleven (11) days after due	

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 In-town major subdivisions – lots one to two acres In-town major subdivisions – lots larger than two acres	\$3,500 per lot \$5,000 per lot \$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	Non-Franchise Agreement Pole Attachments	\$25 annually, per pole			
UTILITES - V	UTILITES – 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-W	ATER &	
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	Varies
	(Note: Commercial and industrial connections are based upon meter size and consumption.)	
	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	\$50
	commercial sewer permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$25
§24-202	Permit and inspection fee for industrial sewer permit (06/18)\$100Re-inspection fee for subsequent field inspections (06/18)\$50	
§24-183	Permit and inspection fee for private sewer system permit $(0 \in (1, \mathbb{R}))$	\$100
	(06/18) Re-inspection fee for subsequent field inspections (06/18)	\$50
	Septage Hauler's Fee (6/09) (6/11) (7/12) (6/13) (6/19)	Varies
§24-241	Significant Industrial User Wastewater Contribution Permit (5 Years) (6/11)	\$1,000

# Schedule of Fines & Fees - Page 4

CODE SECTION	DESCRIPTION	FEE
UTILITIES – W 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		
	rcial telecommunications antennae or n facilities including, but not limited to, /13)	To be negotiated by town manager, \$2,000 min (per provider) per month
	nmercial telecommunications antennae own facilities including, but not limited	To be negotiated by Town Manager
to, water tanks. (6/13)		

PLANNING &	COMMUNITY		
DEVELOPME	INT		
	FACILITIES STANDARDS MANUAL		
	Sec. 2.200, Fire Protection Flushing or Tes	ting	\$30
	MISCELLANEOUS – Copies		
	Comprehensive Plan	Hard Copy	\$30
	(6/02)	CD Version	\$15
	11" x 17"	Maps (pack of 15)	\$10
	Large Transportati	on Map (30"x 42")	\$10
	Large Future Land Us		\$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
	SUBDIVISION ORDINANCE		
§22-38	Penalty for Violation of Chapter		\$10-\$1,000 (each day constitute
-			a new violation)
§22-108	Minor Subdivision Plats or Plans (6/19)		\$150

# Schedule of Fines & Fees - Page 5

CODE SECTION	DESCRIPTION		FEE
PLANNING &			
DEVELOPMEN	<b>T, CON'T.</b> Final Plat, Record plat (10/03)	5 acres or less More than 5 acres	\$50 + \$10 per lot \$100 + \$10 per lot
	Revisions,	Subsequent Submissions	\$50
§22-108	Other Plat Review (including ROW, E	Easement, etc.) (7/21)	\$50
22-118	Vacation of Plat		\$150
	ZONING ORDINANCE		
§27-131	Architectural Compatibility Finding		None
§27 <b>-</b> 376	Text Amendment Ordinance Request	(6/13) (6/19)	\$500
	Boat Dock Permit - For a 5-year perm	it (11/10)	\$25
§27-352	Certificate of Occupancy (12/06) (6/09 Weekend	9) Re-inspection or Holiday Re-inspection	\$40 \$25 \$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 Each additional permit		No Charge \$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	e (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 inspect Change of Use Permit – if no site insp		\$50 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 Major Events Fee for residents at any park Major Events Fee for non-residents at any park	\$50 \$100 \$300

Ľ

CODE SECTION	DESCRIPTION	FEE
PLANNING &	Community	
DEVELOPMEN	IT, 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:		¢0
	Accident Reports		\$2 \$5
	Incident Reports		\$5
	Fingerprinting	for town residents	\$5
		for out-of-town residents	\$15
	Parking: (6/13)		
	1 <sup>st</sup> Offense		\$10
	2 <sup>nd</sup> Offense		\$25
	3 <sup>rd</sup> and Subsequent Offenses		\$50
		27 Town of Culpe	eper FY22 Adopted Budget-May 11, 2021

	Court Charges Late Fee after 30 days	<b>\$61</b> \$10	
OTHER / M	ISCELLANEOUS		
§16-30	Solicitors Permit Fee (2/04)	\$20	
§21-47	Security Plan Fee (1/16)	\$100	
TREASUREI	R		
	Boating Permit—Two years (9/11)	\$20	
	Boating Permit—Two consecutive days (9/11)	\$ 5	

CODE	DESCRIPTION	FEE
SECTION		and the second second second second
TREASURER, C	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

Artest: 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

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			RESE	NUES:						
-	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
										-
				NDITURES:						-
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		Town Manager	132,168	129,320	129,106	136,947	138,558	138,558
304,579	310,906	310,877		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		Town Attorney	100,660	100,660	80,260	100,260	100,260	100,260
67,000	75,300	67,400		Independent Auditor	70,500	78,400	78,400	77,500	77,500	77,500
1,406,021	1,435,145	1,432,459		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		Motor Pool	262,701	273,292	273,292	346,227	348,997	348,997
4,834,256	5,152,880	5,055,725		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		Drug Seizure Funds	15,000	15,000	15,000	15,000	15,000	15,000
418,088	510,342	510,342		E911 Joint Operations	393,718	-	-	449,619	449,619	449,619
-	15,000	-		E-Ticketing	-	-	-	-	-	-
151,693	154,655	154,655		Fire Department	155,850	155,850	157,421	158,000	158,000	158,000
25,000	25,000	25,000		Rescue Squad	25,000	25,000	25,000	25,000	25,000	25,000
129,410	131,840	131,840		Va Regional Transit	131,532	131,532	131,532	133,761	133,761	133,761
171,437	204,032	197,223		Engineering	188,828	195,845	195,845	198,213	200,067	200,067
2,902,178	2,632,985	2,624,761		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		Snow and Ice Removal	57,800	57,800	52,300	57,300	57,300	57,300
170,969	201,299	178,670		Traffic Engineering	211,157	220,288	219,288	222,302	198,155	198,155
398,794	703,824	412,153		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		Culpeper Media Network	222,394	241,266	237,846	235,464	237,590	237,590
420,648	360,497	361,112		Parks and Recreation	352,381	378,902	381,202	411,412	412,569	412,569
132,393	147,546	70,396		Cemetery	71,715	87,787	85,387	191,128	55,900	55,900
542,819	891,214	724,213		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	Touri	sm	302,950	507,532	503,532	736,974	583,477	583,477
235,502	206,161	189,238	8105	Econo	omic Development	214,777	214,777	214,777	216,738	216,738	216,738
-	165	165	8199	Pande	mic 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	Trans	fer to Capital	382,384	382,384	382,384	161,968	161,968	161,968
-	-	-	9990	Conti	ngency	-	-	-	-	-	-
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

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
									,		
			RESERVE E	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		Tota	al Reserves	689,286	1,138,153	28,000	1,460,294	911,985	911,985
			GENERAL I	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		Special Tax District - Southridge		18,000	18,000	18,000	14,108	14,108	14,108
				Special Tax District - Lafayette							
3,873	4,000	5,522	40030	Ridge		5,000	5,000	5,000	4,735	4,735	4,735
2,857	3,000	4,646		Special Tax District - Willow Shade		3,000	3,000	3,000	4,069	4,069	4,069
20,809	10,000	17,554		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		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		Personal Property - Delinquent		75,000	75,000	0	0	0	0
503	150	64		Mobile Homes		150	150	150	150	150	150
223,343	239,000	236,094		Machinery & Tools		230,000	230,000	225,000	230,000	230,000	230,000
125	0	116		PPT TACS Collection fee		0	0	0	0	0	0
50,538	30,000	46,351		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	T.	30,000	30,000	30,000	30,000	30,000	30,000
3,846,885	3,434,150	3,503,628		Sub-total-General Prop	erty Taxes	3,399,950	3,229,950	3,549,150	3,551,062	3,551,062	3,551,062
			LOCAL TA	VES							
1,587,561	1,600,000	1,623,384		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		BPOL - Contracting		45,000	45,000	45,000	40,000	35,000	35,000
(20)	43,000	44,233		BPOL - Peddler/Solicitor		43,000	43,000		40,000	33,000	33,000
12,212	4,470	2,535		BPOL - Miscellaneous / Other		7,500	7,500	7,500	3,000	3,000	3,000
2,000	4,470	2,333		BPOL - Itinerant/Merchant		7,500	7,500	7,500	3,000	0	3,000
177,252	205,000	181,648		BPOL - Professional		180,000	180,000	180,000	180,000	180,000	180,000
3,600	1,000	3,200		BPOL - Street Vendor		2,000	2,000	2,000	2,000	2,000	2,000
120,656	140,000	173,921		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		BPOL - Utilities		20,000	20,000	20,000	20,000	20,000	20,000
46,206	42,000	49,788		BPOL - Wholesale		45,000	45,000	45,000	45,000	45,000	45,000
8,085	0	11,865		BPOL - Penalties		0	0	3,000	0	0	(
-	0	0		BPOL - Interest		0	0	0	0	0	(
43,569	50,000	30,997		Admissions Tax		35,000	3,000	3,000	20,000	20,000	20,000
483,997	400,000	402,494		Bank Stock Tax		475,000	400,000	400.000	400,000	400,000	400,000
247,326	250,000	225,899		Cigarette Tax		250,000	225,000	225,000	225,000	225,000	225,000
65,117	60,000	62,461		Consumption Tax		60,000	60,000	60,000	60,000	60,000	60,000
134	0	213		Penalties - Local Tax		0	0		0	0	(
16,481	0	21,858		Interest - Local Tax		0	0		20,000	20,000	20,000

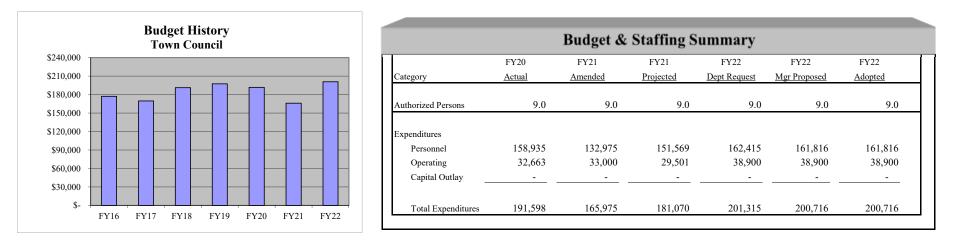
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				Telecommunications Sales & Use						
105,589	100,000	101,020	46158		90,000	90,000	90,000	80,000	80,000	80,000
448,369	460,000	358,721		Hotel & Motel Room Tax	330,000	320,000	330,000	370,000	370,000	370,000
4,332,531	4,350,000	4,156,443		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		0	0	(
8,297,547	8,237,470	8,011,927		Sub-total-Local Taxe	s 7,049,500	7,132,500	7,167,500	7,570,000	7,745,000	7,745,000
				FEES, LICENSES						
-	0	0		Land Use Application Fee	0	0		0	0	
35,775	36,000	28,925		Application Fee	35,000	35,000	35,000	35,000	35,000	35,000
1,530	10,000	0		Administration Fees	0	0	÷	0	0	(
13,532	5,000	8,095		Boating Permits	10,000	10,000	10,000	7,500	7,500	7,500
54,200	45,000	62,500		Burial Permits	50,000	50,000	50,000	50,000	50,000	50,000
3,100	3,000	3,650		Cemetery Stone Permits	3,000	3,000	3,000	3,000	3,000	3,000
68,495	50,000	66,211		Collection Fees	66,500	66,500	66,500	70,000	70,000	70,000
16,930	4,000	13,635		Fishing Permits	10,000	10,000	10,000	7,500	7,500	7,500
4,783	12,000	2,334		Pavilion Reservation Fees	7,500	3,750	3,750	10,000	10,000	10,000
2,257	4,000	5,915		Property Violations	5,000	5,000	5,000	5,000	5,000	5,000
-	1,000	0		Maintenance Code Violations	1,000	1,000	1,000	0	0	(
-	0	0		Boat Dock Permits	0	0		0	0	(
767	1,000	2,437		Sign Permits	1,000	1,000	1,000	1,000	1,000	1,000
87,701	100,000	37,076		Telecommunications Agreement	85,000	85,000	60,000	60,000	60,000	60,000
101,241	80,000	98,209		Right-of-Way Use Fee	100,000	100,000	75,000	80,000	80,000	80,000
3,050	1,000	5,500		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		Sub-total-Permits, Fees, License	s 406,000	402,250	352,250	361,000	361,000	361,000
				FORFEITURES						
1,044	500	375		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
				Drug Enforcement Program -						
-	0	0		Federal	0	0	0	0	0	(
13,475	15,000	9,662		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		Sub-total-Fine	s 150,500	107,000	70,500	68,000	68,000	68,000
			· · · · · · · · · · · · · · · · · · ·	FROM USE OF MONEY						
201,278	225,000	110,607		Interest Income	60,000	60,000	60,000	60,000	60,000	60,000
78,302	0	196,072		Interest on Investments	80,000	80,000	80,000	80,000	80,000	80,000
-	0	17,071		Realized Gain/Loss-Investment	0	0	*	0	0	
43,032	0	127,063		Unrealized Gain/Loss-Inves	0	0	÷	0	0	
(128)	0	(221)		Convenience Fee	0	0		0	0	
234,398	250,000	233,300	45380	Rental Income - Property	220,100	220,100	220,100	185,250	185,250	185,25
556,882	475,000	683,892		Sub-total-Use of Mone	y 360,100	360,100	360,100	325,250	325,250	325,25
			CHARGES	FOR SERVICES						

									FY22	FY22	FY22
FY19	FY20	FY20			FY		FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOI	PTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
17,600	18,000	13,600	44410	School Crosswalk Traffic Control		18,000	13,500	10,000	18,000	18,000	18,00
17,000	10,000	15,000		Sale of Maps, Plats, Publications,		10,000	15,500	10,000	10,000	10,000	10,00
-	100	30	44465	<b>1</b> · · · ·		100	100	100	100	100	10
90	0	0		Cable - Tape Sales		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	7,00
140,913	145,000	155,920	44480	Sanitation Equip Replacement Fee	1	45,000	145,000	155,000	156,000	156,000	156,00
15,068	40,000	105,965	44485	Trash Disposal Fees		40,000	40,000	40,000	40,000	40,000	40,00
182,099	210,600	283,699		Sub-total-Charge for	Services 2	10,100	205,600	212,100	221,100	221,100	221,10
			MISCELLA	NEOUS							
	0		· · · · · · · · · · · · · · · · · · ·	Contributions		0	0	0	0	0	
-		0						-	-		
266,223	5,000	813		Donations - Parks & Recreation		2,500	2,500	4,000	2,500	2,500	2,50
- 82	0	<u> </u>		Donations - Dog Park		0	0	0	0	0	
22,565	565	5,111		Donations Donations - Police Department		0	0	0	0	0	
186,299	10,000	34,890		Insurance Claims/Recovery		10,000	10,000	11,130	10,000	10,000	10,00
5,117	15,000	21,436		Miscellaneous		15,000	15,000	11,130	15,000	15,000	15,00
-	15,000	(38)		Misc Conversion Carryover		15,000	15,000		15,000	15,000	15,00
-	900	0		Bike Share Rental		0	0	÷	0	0	
-	0	0		Destination Merchandise-Sales		0	0	0	0	0	
4,550	0	2,160		Cable - Sponsorships		2,000	2,000	2,000	2,000	2,000	2,00
35,641	42,000	42,641		Parking Authority Maintenance		40,000	40,000	40,000	40,000	40,000	40,00
-	0	245		PW - Used Motor Oil Proceeds		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	1,50
12,509	15,000	7,595	44585	Sale of Surplus Equipment		15,000	15,000	15,000	10,000	10,000	10,00
-	0	0		Sale of Capital Assets		0	0	-	0	0	
(4)	0	4		Short & Overages		0	0		0	0	
5,160	3,500	5,592		Sale of Trash Containers		3,500	3,500	5,000	5,000	5,000	5,00
1,810	5,000	2,585	45596	Consumer Tour Program		5,000	5,000	5,000	7,500	7,500	7,50
40,000	0	0	45565	Wayland Manor Road Improv Fee		0	0	0	0	0	
	0	0	15507	Security Deposits From Tenants		0	0	0	0	0	
-	0	4,367		Time & Material Charges-Misc		0	0	2,357	0	0	
586,362	98,465	127,418	43380	Sub-total-Misce	ellaneous	94,500	94,500	100,987	93,500	93,500	93,50
	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		, ,,,,,
			RECOVER								
51,000	51,000	51,000		Motor Pool - Electric		51,000	51,000	51,000	51,000	51,000	51,00
10,000	10,000	10,000		Motor Pool - Water		10,000	10,000	10,000	10,000	10,000	10,00
29,000	31,000	31,000	44618	Motor Pool - Wastewater		31,000	31,000	31,000	31,000	31,000	31,00
				Mowing, mulching, trimming -							
7,500	7,500	7,500	44620	Electric		7,500	7,500	7,500	7,500	7,500	7,50
C 000	6 000	<		Mowing, mulching, trimming -		6.000	C 0000	C 000	<pre>c 000</pre>	6.000	<i>.</i>
6,000	6,000	6,000	44624	Water		6,000	6,000	6,000	6,000	6,000	6,00

								FY22	FY22	FY22
FY19	FY20	FY20	-		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL	-		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				Mowing, mulching, trimming -						
15,000	15,000	15,000		Wastewater	15,000	15,000	15,000	15,000	15,000	15,00
112,766	117,378	117,986		Cable - Contributions - County	129,084	129,084	112,000	117,732	117,732	117,73
894,016	968,780	968,780		Utility Services - Electric	1,006,713	1,006,713	1,006,713	1,290,935	1,290,935	1,290,93
798,818	841,898	841,898		Utility Services - Water	880,324	880,324	880,324	781,054	781,054	781,05
674,559	706,341	706,341	44688	Utility Services - Wastewater	745,868	745,868	745,868	781,054	781,054	781,05
2,598,659	2,754,897	2,755,505		Sub-total-Recovered Costs	2,882,489	2,882,489	2,865,405	3,091,275	3,091,275	3,091,27
6 600	<b>7</b> 000	10.100		CGORICAL AID	5 500	5 500	5 500		5 000	<b>5</b> .00
6,688	7,000	10,122	42137	Railroad Rolling Stock Tax	5,500	5,500	5,500	5,000	5,000	5,00
6,688	7,000	10,122		Sub-total-Non-Categorical Aid	5,500	5,500	5,500	5,000	5,000	5,00
			CATEGOR							
56,693	58,500	59,655		Fire Services Allocation	60,850	60,850	62,421	63,000	63,000	63,00
60,000	56,500	1,500		Tourism Grant	00,050	20,000	10,000	70,000	70,000	70,00
5,117	5,500	4,052		Litter Control Grant	4,200	4,200	4,654	4,500	4,500	4,50
643	0	10		Misc. Grants	0	0		0	0	1,50
-	0	0		CARES Act Funding	0	3,258,604	3,068,320	0	0	
-	0	0		CDBG Grant Proceeds	0	850,000	850,000	0	0	
	-			Parks & Recreation - VA Comm of					-	
4,500	0	4,500	42165	the Arts	4,500	4,500	4,500	4,500	4,500	4,50
-	0	0	42059	Federal-Emergency-Disaster Relief	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	293,14
51.540	26.012		10156	Police Grants - Traffic Enforcement,	15.000	65.000	65.000	15 000	15.000	15.00
71,542	26,012	34,757	42176		15,000	65,000	65,000	15,000	15,000	15,00
19,993	15,000	16,869	41785	Rental Tax	15,000	7,500	10,000	15,000	15,000	15,00
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	2,100,00
2,031,830	224,000	224,104		State PPTRA Reimbursement	224,000	2,030,000	224,000	2,100,000	2,100,000	2,100,00
2,756,582	2,767,652	2,668,861	42175	Sub-total-Categorical Aid	2,655,550	6,837,798	6,664,484	2,789,144	2,789,144	2,789,14
2,700,002	2,707,002	2,000,001			2,000,000	0,007,770	0,001,101	2,707,111	2,705,111	2,703,1
			FUND TRA	NSFERS						
-	5,216,000	0	44971	Transfer In - Capital Fund	0	0	0	0	0	
				Transfer from Electric Fund -						
368,700	393,772	393,772	44961	PILOT	405,075	405,075	405,075	404,625	404,625	404,62
103,215	120,863	120,863	44962	Transfer from Water Fund - PILOT	111,743	111,743	111,743	122,612	122,612	122,61
				Transfer from Wastewater Fund -						
132,465	149,910	149,910	44963	PILOT	156,030	156,030	156,030	145,922	145,922	145,92
604,380	5,880,545	664,545		Sub-total Fund Transfers	672,848	672,848	672,848	673,159	673,159	673,15
20.00/.004	24.010.022	10 102 122	TOTAL PE	VENUES / OTHER SOURCES	10 576 222	22.040.400	22 0 40 02 1	20 200 701	10.025.475	10.007.47
20,006,004	24,910,933	19,192,122	IUTAL RE	VENUES / OTHER SOURCES	18,576,323	23,068,688	22,048,824	20,208,784	19,835,475	19,835,4

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.

# **Budget and Staff Resources:**



# Major Highlights for FY22

Total budget increase\$34,741

-The proposed budget increase is due primarily to a budget error in FY21 (\$29,420).

#### In FY22 the Town Council will:

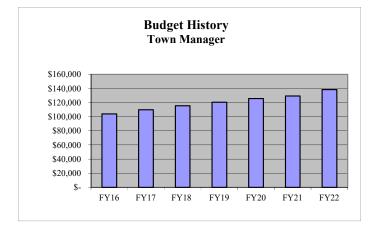
- Provide an open forum for public input;
- Secure the financial position of the Town by seeking new and inventive ways to induce economic development and revitalize commercial and industrial areas;
- Conduct planning retreats to establish goals for the future;
- Provide orientation for new council members 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.

FY19	FY20	FY20			FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				OWN COUNCIL						
				EL - WAGES & BENEFITS						
102,000	102,000	102,000		Salaries - Part-Time	102,000	102,000	102,000	102,000	102,000	102,00
5,781	5,707	5,763		Social Security Tax	6,054	6,054	6,054	6,067	6,074	6,07
1,352	1,339	1,348		Medicare Tax	1,418	1,418	1,418	1,422	1,423	1,42
52,735	47,281	49,738		Health Insurance	23,406	23,406	42,000	52,826	52,219	52,21
-	95	85		Workers comp	97	97	97	100	100	10
-	0	0	50169	Hazard Pay	0	0	0	0	0	
				- PURCHASED, SHARED, INTER						
-	1,000	503	52400	Printing and Binding	1,000	500	500	1,500	1,500	1,50
				Nameplates/bus cards/photo						
669	1,000	617	52410	Advertising	500	500	500	1,000	1,000	1,0
				PH Advertisements/charter amend,						
				etc						
			OTHER CH							
137	100	46	52710	Postal Services	100	100	300	100	100	1
3,620	3,000	2,571	51920	Education, conference and training	3,000	1,500	500	3,000	3,000	3,0
				VML conference/activities						
888	2,500	652	52010	Lodging	1,000	1,000	0	1,200	1,200	1,20
				VML conference						
642	500	536	52015		600	400	400	600	600	6
337	1,000	493	52018	Travel	500	500	0	1,000	1,000	1,00
				NEOUS ITEMS						
25,141	26,000	24,747		Dues & Assoc. Memberships	26,000	26,000	24,801	26,000	26,000	26,0
373	1,000	440		Miscellaneous	500	500	500	1,000	1,000	1,0
-	0	0	56500	Pandemic Expenses	0	0	0	0	0	
	1.000			LS AND SUPPLIES	1.000		500			_
777	1,000	464	52510	Office Supplies	1,000	500	500	500	500	5
				Minute book paper, plaques, tapes,						
1.705	2 000		52525	misc.	1.500	1.000	1.000	2 000	2 000	2.0
1,795	2,000	565	52525	Records Management	1,500	1,000	1,000	2,000	2,000	2,0
				Archival services/equipment						
1.0.00		1	53500				500	1 000	1 000	1.0
1,069	500	1,029	52580	Books, Subscriptions & Education	500	500	500	1,000	1,000	1,0
				VA Code supplements, misc.						
				publications						
			CAPITAL 0				0	0		
-	0	0	//900	Leased Equipment	0	0	0	0	0	
197,315	196,022	191,598	TOWNCO	UNCIL TOTAL	169,175	165,975	101.070	201,315	200 716	200 71
19/,313	190,022	191,398	TOWNCO	UNCIL IUIAL	109,1/5	105,975	181,070	201,515	200,716	200,71

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.

In addition, the Office of the Town Manager provides general and administrative oversite of municipal operations. To fulfill this primary function, the Town Manager advises the Town Council on municipal policy and programs affecting the community; to direct and coordinate the activities and work programs of all Town departments; to interact with federal and state agencies and other local governments and agencies; to conduct short and long-range financial planning including preparation of the annual operating budget and the capital improvement program; to administer the personnel program; to perform special studies and issue analyses and evaluations as needed to promote informed decision-making; to review and oversee the submission and administration of federal and state grants; and to monitor proposed state legislation and represent the local government interests.

# **Budget and Staff Resources:**



Major	Highlights	for FY22

FY20 FY21 FY21 FY22 FY22 FY22 Category Actual Amended Projected Dept Request Mgr Proposed Adopted Authorized Persons 1.0 1.0 1.0 1.0 1.0 1.0 Expenditures 117.863 125,720 125,720 129,147 130,758 130,758 Personnel 7.800 Operating 8.010 3,600 3.386 7,800 7.800 Capital Outlay -----125,873 129,320 129,106 136,947 138,558 138,558 Total Expenditures

9,239

\$

**Budget & Staffing Summary** 

Total budget increase

- The proposed budget increase includes the reinstatement of the education and travel budget line items.

FY19	FY20	FY20		FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
Merene		Merene		ADOI IED	MMERDED	1121	REQUEST	TROFOSED	ADOTTED
			Dept 1201 TOWN MANAGER						
			PERSONNEL - WAGES & BENEFITS						
76,585	79,499	80,246	50010 Salaries	79,499	80,624	80,624	82,679	84,333	84,3
			Town Manager salary split 50%						
			GF and 50% EF						
-	0	0	50020 Salaries - Overtime	0	0	0	0	0	
-	0	0	50030 Salaries - Part-Time	0	0		0	0	
4,166	4,120	4,432	50110 Social Security Tax	4,456	4,526	4,526	4,614	4,612	4,0
1,196	1,303	1,283	50120 Medicare Tax	1,413	1,429	1,429	1,459	1,483	1,4
9,549	9,492	9,801	50130 Health Insurance	10,110	10,110	10,110	11,105	10,832	10,8
8,234	8,542	8,543	50140 VRS Retirement	9,854	9,980	9,980	10,210	10,395	10,3
1,067	1,106	1,107	50145 VRS Group Life Insurance	1,181	1,196	1,196	1,224	1,247	1,2
-	0	0	50150 VRS Disability Insurance	0	0		0	0	
43	71	52	50160 Worker's Comp. Insurance	55	55	55	56	56	
-	0	2,400	50166 Auto Allowance	7,800	7,800	7,800	7,800	7,800	7,8
10,000	10,000	10,000	50167 Deferred Compensation	10,000	10,000	10,000	10,000	10,000	10,0
-	0	0	50169 Hazard Pay	0	0	0	0	0	
			SERVICES - PURCHASED, SHARED, INTERNA	L					
-	0	0	53250 Maintenance Service Contract	0	0	0	0	0	
-	200	184	52400 Printing and Binding	100	100	0	100	100	
-	300	335	52410 Advertising	0	0	0	0	0	
4	500	63	OTHER CHARGES 52710 Postal Services	0	0	0	0	0	
- 4		03	52710 Postal Services	0	0		0	0	
- 198	0 600	0	52720         relecommunications           52725         Lease - Postage Meter System	0	0	Ŷ	0	0	
2,344	2,000	1,614	51920 Education & Training	2,500	500	500	2,500	2,500	2,:
1,956	2,500	930	52010 Lodging	1,500	0		1,500	1,500	2,.
607	1,000	380	52010 Lodging 52010 Meals	400	0		400	400	1,.
1,189	2,000	235	52013 Travel	300	0		300	300	
,	,								
			MISCELLANEOUS						
1,840	2,000	2,712	52210 Dues & Assoc. Memberships	2,500	2,500	2,400	2,500	2,500	2,
-	1,000	255	56299 Miscellaneous	0	0	0	0	0	
-	0	0	56500 Pandemic Expenses	0	0	÷	0	0	
-	0	0	58999 Year End Budget Transfers	0	0	0	0	0	
			MATERIALS AND SUPPLIES						
368	1,000	546	52510 Office Supplies	500	500	300	500	500	
838	800	523	53550 Vehicle Fuels	0	0	500	0	0	
-	100	0	53560 Vehicle & Equipment Supplies	0	0	186	0	0	
-	100	0		0	0	100	0	0	
383	400	233	52580 Books, Subscriptions & Education	0	0	0	0	0	
			CAPITAL OUTLAYS						
-	0	0	77900 Leased Equipment	0	0	0	0	0	
	-					-		-	

									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	TO	TOWN MANAGER TOTAL		132,168	129,320	129,106	136,947	138,558	138,558

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

### **Budget and Staff Resources:**

Budget History Town Clerk			Budget &	Staffing S	Summary		
		FY20	FY21	FY21	FY22	FY22	FY22
0	Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	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	299,214 22,750	19,273	22,550	22,550	22,550
	Capital Outlay _	<u> </u>	-	-		<u> </u>	-
5 FY17 FY18 FY19 FY20 FY21 FY22	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.

-									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
					OWN CLERK						
			PER		EL - WAGES & BENEFITS						
201,097	208,926	211,994			Salaries	210,407	215,573	215,573	218,930	223,029	223,02
30	0	0			Salaries - Overtime	0	0	0	0	0	10.0
11,500	11,991	12,207			Social Security Tax	12,202	12,522	12,522	12,796	13,068	13,00
2,689	2,805	2,855			Medicare Tax	2,854	2,929	2,929	2,994	3,058	3,03
39,788	38,497	39,933			Health Insurance	40,484	40,484	40,484	46,932	45,846	45,84
20,300	21,126	21,258			VRS Retirement	23,506	24,082	24,082	24,458	24,708	24,7
2,633	2,739	2,755			VRS Group Life Insurance	2,821	2,890	2,890	2,935	2,964	2,9
500	564	526			VRS Disability Insurance	573	585	585	533	545	5.
116	186	140			Worker's Comp. Insurance	148	148	148	152	152	1
-	0	278		50169	Hazard Pay	0	0	1,798	0	0	
			SED	VICES	- PURCHASED, SHARED, INTERNA	I					
1,460	2,000	1,168	SER		Contractual Services	2,000	2,000	1,200	1,500	1,500	1,5
3,065	4,000	3,501			Printing and Binding	4,000	3,000	3,000	4,000	4,000	4,0
273	500	0			Advertising	500	500	500	500	500	5
215	500			52410		500	500	500	500	500	5
			OTE	IER CH	IARGES						
1,144	1,000	1,926			Postal Services	1,000	1,000	1,500	1,000	1,000	1,0
-	0	0			Telecommunications	0	0		0	0	1,0
198	1,000	0			Postage Meter	0	0	0	0	0	
1,880	4,000	2,839			Education & Training	2,000	1,500	1,500	4,000	4,000	4,0
230	1,000	1,113			Lodging	1,000	800	0	1,000	1,000	1,0
152	500	306		52015		500	300	0	500	500	5
373	500	536		52018		500	300	0	500	500	5
575	500			52010		500	500	0	500	500	5
			MIS	CELLA	NEOUS						
1,039	700	1,239		-	Dues & Assoc. Memberships	1,000	1,000	1,000	1,200	1,200	1,2
-	0	0			Pandemic Expenses	0	0		0	0	-,_
-	422	0			Year End Budget Transfers	0	0		0	0	
			-	00,777			0				
			MA	TERIA	LS AND SUPPLIES						
1,674	1,000	866			Office Supplies	1,000	1,000	500	1,000	1,000	1,0
1,596	2,000	1,926			Records Management	500	500	500	2,000	2,000	2,0
18	100	78			Vehicle Fuels	100	100	100	100	100	1
102	150	10		53560	Vehicle & Equipment Supplies	150	150	150	150	150	1
102	150		-	55500	venicie & Equipment Supplies	150	150	150	150	150	1
-	200	0		52580	Books, Subscriptions & Education	100	100	0	100	100	1
12,722	5,000	3,423			Cigarette Tax Expenses	10,500	10,500	9,323	5,000	5,000	5,0
12,122	5,000	5,725		51575		10,500	10,500	240	5,000	5,000	5,0
			CAP	PITAL O	DUTLAYS						
-	0	0			Leased Equipment	0	0	0	0	0	
-	0			,,,,00		0	0	0	0	0	
304,579	310,906	310,877	TOV	VN CLI	ERK TOTAL	317,845	321,964	320,285	332,280	335,920	335,92
501,577	510,500	510,077	1.51			517,045	521,704	520,205	552,250	555,720	555,7

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 statues, 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								
		FY20	FY21	FY21	FY22	FY22	FY22		
\$400.000	Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted		
\$350,000	Authorized Persons	2.0	2.0	2.0	2.0	2.0	2.0		
\$250,000 S200,000 S200,000S00,000S000,000S000,000S000,0000,0	Expenditures Personnel	228,365	231,750	234,480	249,075	252,930	252,930		
\$150,000 \$100,000 \$50,000	Operating Capital Outlay	73,630	80,150	83,150	91,750	83,750	83,750		
\$- FY16 FY17 FY18 FY19 FY20 FY21 FY22	Total Expenditures	301,995	311,900	317,630	340,825	336,680	336,680		

Major	High	lights	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:

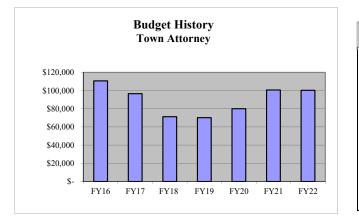
- Continue to support all Town departments by providing services in the following key human resources functional areas: employee recruitment, selection, and retention; classification and compensation; administration of benefits and leave; employee relations; policy development and administration; and 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.

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				UMAN RESOURCES							
				CL - WAGES & BENEFITS							
164,478	170,900	174,490		Salaries		173,159	175,907	175,907	187,029	190,693	190,693
9,808	10,263	10,252		Social Security Tax		10,480	10,650	10,650	11,339	11,573	11,573
2,294	2,401	2,398		Medicare Tax		2,451	2,491	2,491	2,653	2,707	2,707
21,085	18,848	20,960		Health Insurance		20,070	20,070	23,000	24,030	23,473	23,473
16,604	17,279	17,506		VRS Retirement		19,343	19,650	19,650	20,892	21,302	21,302
2,152	2,240	2,268		VRS Group Life Insurance		2,321	2,358	2,358	2,507	2,557	2,557
4	0	0		VRS Disability Insurance		0	0	0	0	0	0
97	152	111		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		Checks		500	500	300	500	500	500
3,551	0	0	50180	Other Payroll Benefits Exp		0	0	0	0	0	0
				- PURCHASED, SHARED, INTER	RNAL						
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 Annual Mental Health Eval.	500						
	0	42	52400	Printing and Binding	6,000	0	0	0	0	0	0
- 6,927	3,000	43		Advertising		0 5,000	5,000	0	5,000	0 5,000	5,000
6,927	3,000	4,450	52410	Advertising		5,000	5,000	7,500	5,000	5,000	5,000
			OTHER CH	ADCES							
240	200	130		Postal Services		250	250	150	150	150	150
240	35,000	28,011		Education & Training		25,500	37,500	37,500	37,500	29,500	29,500
27,400	55,000	20,011	51920	General Town-Wide Employee		25,500	37,500	57,500	37,300	29,500	29,500
				Training	7,500						
				Tuition Reimbursement	22,000						
1,091	1,500	1,417	52010	Lodging	22,000	1,500	0	0	1,500	1,500	1,500
1,068	1,000	1,844	52010			1,200	500	250	1,200	1,200	1,200
2,048	1,250	792	52019			1,500	500	250	1,000	1,000	1,000
2,010	1,200		52010	110.01		1,000	500	250	1,000	1,000	1,000
			MISCELLA	NEOUS							
1,416	1,200	1,386		Dues & Assoc. Memberships		1,400	1,400	1,400	1,400	1,400	1,400
7	2,000	1,826		Miscellaneous		1,500	500	3,000	1,500	1,500	1,500
-	0	6,133		Pandemic Expenses		0	0	0	0	0	0
				*				0	0		0
			MATERIAI	S AND SUPPLIES							
1,957	2,000	1,231		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

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				Labor Law Posters, HR Reference						
				Materials						
				Employee Recognition/Safety						
13,962	15,000	11,835		51585 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
			CA	PITAL OUTLAYS						
-	0	0		77900 Leased Equipment	0	0	0	0	0	0
297,895	310,533	301,995	HU	MAN RESOURCES TOTAL	308,798	311,900	317,630	340,825	336,680	336,680

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

## **Budget and Staff Resources:**



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

## **Major Highlights for FY22**

Total budget increase \$

(400)

- Budget decrease due to reduction in anticipated legal services.

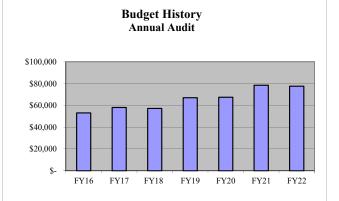
#### In FY22 the Town Attorney will:

- 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.

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 1204 T	OWN ATTORNEY							
			SERVICES	- PURCHASED, SHARED, INTER	RNAL						
69,863	113,500	77,719	51318	Legal Services		100,000	100,000	80,000	100,000	100,000	100,000
				Rate Increase from \$165 to \$180							
				per hour							
				Advertising							
			MISCELLA	NEOUS ITEMS							
60	60	60	52210	Dues & Assoc. Memberships		60	60	60	60	60	60
-	0	1,707	56500	Pandemic Expenses		0	0	0	0	0	(
			MATERIAI	LS AND SUPPLIES							
-	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
200	500	+0+	52580	Books, Subscriptions & Education		500	500	100	100	100	100
70,183	114,160	79,986	TOWN AT	FORNEY TOTAL		100,660	100,660	80,260	100,260	100,260	100,260

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:**



	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	-	-	-	-		-
Expandituras						
Expenditures Personnel	-	-	-	-	-	-
-	- 67,400	- 78,400	- 78,400	- 77,500	- 77,500	- 77,500
			78,400	- 77,500 -	77,500	

## Major Highlights for FY22

Total budget increase \$ (900)

- Budget decrease in contractural services.

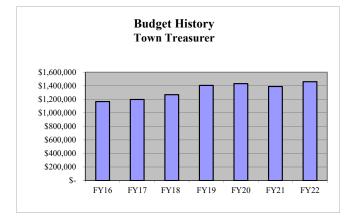
#### In FY22 the Annual Audit will:

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

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dej	ot 1208 A	NNUAL AUDIT							
			SE	RVICES	- PURCHASED, SHARED, INTER	RNAL						
59,500	65,000	65,400		51312	Audit & Accounting Services		57,500	57,500	57,500	59,000	59,000	59,0
7,500	2,500	2,000		51315	Contractual Services		13,000	20,900	20,900	18,500	18,500	18,5
					Every other year requirement for							
					detailed OPEB valuation	8,500						
					Potential contractor or additional charge by auditors for GASB 87 lease accounting assistance	10,000						
-	7,800	0		58999	Year End Budget Transfers		0	0	0	0	0	
67,000	75,300	67,400	AN	NUAL A	UDIT TOTAL		70,500	78,400	78,400	77,500	77,500	77,5

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 S	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
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>	9,900	9,900	9,900	9,900	9,900
Total Expenditures	1,432,459	1,390,160	1,400,160	1,506,718	1,459,812	1,459,812

## Major Highlights for FY22

Total budget increase \$ 69,652

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

#### In FY22 the Town Treasurer will:

- Improve the tax and utility account collection to increase revenue.

- Implement lean processes and financial transparency.

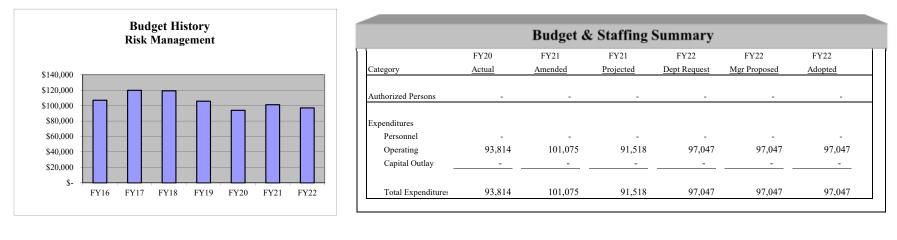
- Review, develop and/or automate at least key business processes to continue addressing internal controls and increasing efficiency and effectiveness.

				-				FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				TOWN TREASURER						
				NEL - WAGES & BENEFITS						
861,649	856,588	857,154		0 Salaries	847,393			861,530	873,998	873,99
6,681	20,000	10,248		0 Salaries - Overtime	12,000		12,000	7,500	7,500	7,50
20,305	22,620	23,702		0 Salaries - Part-Time	26,225		176,106	51,693	0	
51,794	51,282	51,796		0 Social Security Tax	50,876			53,896		51,52
12,113	12,002	12,113		0 Medicare Tax	11,906		11,492	12,610		12,05
170,124	164,680	175,596		0 Health Insurance	179,958			188,648	186,485	186,48
86,921	86,431	85,883		0 VRS Retirement	94,664		88,046	96,246	97,636	97,63
11,280	11,203	11,111		5 VRS Group Life Insurance	11,362		10,571	11,549	11,717	11,71
1,513	1,384	1,450		0 VRS Disability Insurance	1,591		,	1,020	,	1,37
554	855	666		0 Worker's Comp. Insurance	705			726		72
-	0	1,677	5016	9 Hazard Pay	(	0 0	0	0	0	
			ann an an							
	10,000			CS - PURCHASED, SHARED, INTER						
38,455	48,000	41,075	5131	3 Collection fees, Warrants, Etc.	50,500	59,500	59,500	50,500	50,500	50,50
				DMV stop fees	48,000					
				VEC collection fees	2,500			1.000		
24,532	28,100	16,225	5131	5 Contractual Services	3,500	3,500	3,500	4,000	4,000	4,00
				Bingham Arbitrage 2016 Series						
10.000				Report	4,000					
18,206	24,500	20,548	5240		22,100	22,100	22,100	25,000	23,000	23,00
				Datamatx Monthly Utility Bill						
				Printing	12,000					
				Datamatx Bill Inserts	3,000					
				Tax Bill Printing	5,000					
				Various printing for boat decals,						
				parking passes, door hangers, mial						
1 0 1 0				envelopes	3,000					
1,018	1,500	498	5241	0 Advertising	1,250	1,250	1,250	1,500	1,500	1,5
			OTHER							
				CHARGES				(1.000	61.000	
55,734	52,000	58,112	5271	0 Postal Services	55,500	55,500	55,500	61,000	61,000	61,0
				Postage Machine - Approx. 3X per						
				year at \$4,000	12,000					
				Datamatx monthly utility bill						
				mailing	40,000					
	0		5050	Annual tax bill mailings	9,000			0		
-	0	0	5272	0 Telecommunications	(	0 0	0	0	0	
	• • • •					_	_		_	
1,980	2,000	2,376		5 Lease - Postage Metering System	(	0	0	0	0	, -
6,237	7,250	3,287	5192	0 Education and Training	4,375	3,375	3,375	4,500	4,500	4,5
				VGFOA Certificate Courses	1,000					
				TAV Certificate Classes	2,500					
				Finance Dir. CPE for CPA license	1,000					
3,361	2,500	687		0 Lodging	1,500		1,500	2,500	1,500	1,5
866	1,500	434	5201	5 Meals	1,000	1,000	1,000	1,500	1,000	1,0

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
3,565	2,500	1,203	52018	Travel		1,500	1,500	1,500	2,500	1,500	1,500
			MISCELLA	NEOUS							
1,872	3,000	1,835	52210	Dues & Assoc. Memberships		2,500	2,500	2,500	2,500	2,500	2,500
				GFOA, VGFOA, TAV, Virginia							
				CPA, SHRM (payroll), APA	2,500						
19,549	23,500	46,973	52220	Bank Fees		38,700	50,000	60,000	48,600	48,600	48,600
				Wells Fargo monthly transaction							
				fees	18,000						
				Atlantic Union Bank monthly							
				transaction fees	4,800						
				Electronic Payment Fees -							
				Primarily for NSF transactions	6,000						
				BBT AR Box monthly fees	1,800						
				Electronic Payment Echeck fees	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
			MATERIA	LS 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 0								
651	1,000	0	77300	Furniture & Fixtures		1,000	1,000	1,000	1,000	1,000	1,000
-	3,000	0		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
				Pitney Bowes Inserter Machine	4,500						
				Pitney Bowes Mail Machine	2,400						
1,406,021	1,435,145	1,432,459	TOWN TRI	EASURER TOTAL		1,436,555	1,390,160	1,400,160	1,506,718	1,459,812	1,459,812
							, ,				

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:**



### **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.

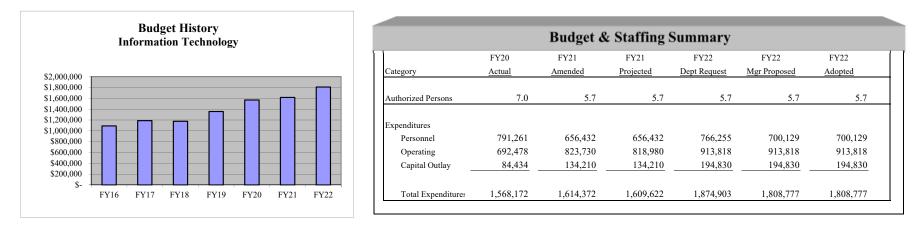
- Work to improve the claims management process to ensure timely submission of claims.

- Work to collect and track data so that corrective measures can be implemented to address trends and reduce liability.

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 1219 R	ISK MANAGEMENT						
			OTHER CH	IARGES						
39,450	40,634	40,873	55850	Line of Duty	43,000	43,000	39,715	43,687	43,687	43,687
319	329	312		Boiler & Machinery Insurance	325	325	309	319	319	319
15,954	16,432	14,772	55820	Fire / Property Insurance	15,250	15,250	14,674	15,115	15,115	15,115
4,859	5,004	3,046		Contractor's Equipment Insurance	3,500	3,500	3,056	3,148	3,148	3,148
20,029	20,630	17,533	55840	Motor Vehicle Insurance	18,500	18,500	17,725	18,257	18,257	18,257
16,409	16,901	8,746	55860	Public Official Liability Insurance	7,800	7,800	7,390	7,612	7,612	7,612
2,547	2,622	2,532	55870	General Liability Insurance	2,700	2,700	2,649	2,729	2,729	2,729
6,000	10,000	6,000	55880	Cyber Security Insurance	10,000	10,000	6,000	6,180	6,180	6,180
105,567	112,552	93,814	RISK MAN	AGEMENT TOTAL	101,075	101,075	91,518	97,047	97,047	97,047

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 and Staff Resources:**



## **Major Highlights for FY22**

Total budget increase

194,405

\$

- 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).

#### In FY22 the Information Technology Department will:

- 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.

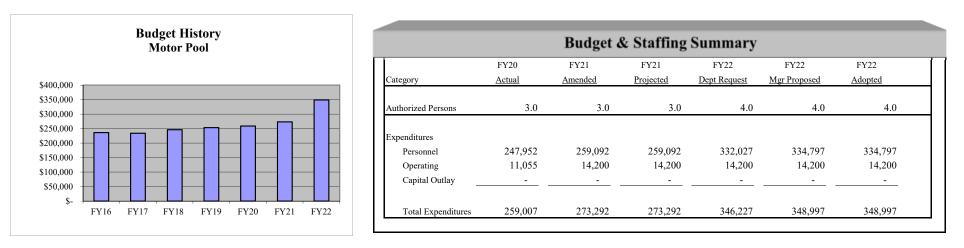
									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			D ( 1000 X								
				NFORMATION TECH ADMINIST	1						
500.000	5 (2,002	575 100		EL - WAGES & BENEFITS Salaries		5(5(0)	440.062	140.062	520 512	175 (00	175.66
508,999	562,002	575,129				565,623	448,963	448,963	520,513	475,600	475,60
5	0	26.586		Salaries - Overtime Salaries - Part-time		÷	0	0	0	0	20.2
2,037	37,700	36,586		Social Security Tax		37,535	38,229	38,229	38,545	39,224	39,2
29,726	35,716	35,848 8,384				35,457	28,299	28,299	32,424	29,757	29,7
6,952	8,354			Medicare Tax Health Insurance		8,295	6,620	6,620	7,585	6,961	6,9
66,549	62,204	74,903		VRS Retirement		85,787	75,846 50,152	75,846	99,655 58 145	86,664 53,127	86,6
46,701	52,248					57,557	6,019	50,152 6,019	58,145		53,1
6,051	6,773	6,611		VRS Group Life Insurance VRS Disability Insurance		6,908			6,977	6,376	6,3
-	463 2,322	734				902 1,833	471	471	483	492	4
1,442		1,733		Worker's Comp. Insurance			1,833	1,833	1,928	1,928	1,9
-	0	318	50169	Hazard Pay		0	0	0	0	0	
			SEDVICES	- PURCHASED, SHARED, INTEF	DNIAT						
5,066	9,000	33,249		Consulting Services	ANAL	24,000	24,000	24,000	44,000	44,000	44.0
3,000	9,000		51514	Technical Support	9,000	24,000	24,000	24,000	44,000	44,000	44,0
				Technical Support	9,000						
				Equipment (Nutanix & Meraki)	5.000						
					30,000						
2.029	0	20	52240	Security R&M - Equipment	30,000	0	0	0	0	0	
2,938 344,733		<u>20</u> 407,992		Maintenance Service Contract		445,546	490,294	490,294	548,592	0 548,592	548,5
544,755	374,124	407,992	33230	Clerk-BoardDocs	10,100	443,340	490,294	490,294	548,592	548,592	548,5
					10,100						
				CPD-Department Copiers CPD-Finger Print Machine	14,000						
				CPD-Finger Frint Machine CPD-Forensic Software	5,258						
				4	10,800 6,000						
				CPD-Parking Software Solution							
				CPD-Policy Management	3,829						
				CPD-RMS/CAD CPD-Security	33,200						
				CPD-security CPD-VCIN	1,620						
					160						
				GIS - AutoCAD GIS - GPS	1,300						
					955						
				GIS - Mapping GIS - Plotter	25,100						
					5,000						
				GIS - Web Hosting	5,400						
				HR Copier	1,200						
				HR-Time Keeping Software	10,100						
				IT Copier	4,226						
				IT Monitoring	600						
				IT-Anti-Virus	9,665						
				IT-Backup	3,900						
				IT-Camera System	2,550						
				IT-Card Reader	5,500						
				IT-Certificates	1,645						
				IT-Cloud DR	70,188						
				IT-Email Archiving	5,130						
				IT-Email Security	2,565						

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
CTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	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 Samia Dack & Detak Darlaumant	2 000						
				IT-Service Desk & Patch Deployment	3,000 850						
				IT-SFTP Software							
				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 CH	IARGES							
-	0	4		Postal Services		10	10	10	200	200	2
237,276	206,614	231,274		Telecommunications		285,626	285,626	285,626	200	299,926	299,9
237,270	200,014	231,274	52720	Long Distance	1,008	205,020	285,020	205,020	277,720	277,720	277,7
				Mobile Communications	86,200						
				Internet, POTS, cable	10,900						
				Land and POTS lines	5,618						
				Fiber, Internet & VOIP							
				TPD-vehicle routers	153,000						
					35,100						
5,769	12,500	1,618	51020	Mobile Device Management	8,100	2,500	2,500	1,000	2,500	2,500	2.5
3,769	12,500	1,018	51920	Education And Training	2.500	2,500	2,500	1,000	2,500	2,500	2,5
4 117	5.000	2 1 1 7	52010	Conferences	2,500	2 000	2 000	1.500	1 500	1.500	
4,115	5,000	3,117	52010	Lodging		3,000	3,000	1,500	1,500		1,5
1.6/1	1,500	1,216	52015	Meals Travel		1,500 1,700	1,500 1,700	750 700	1,000		1,0
791	1,700										

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				ANEOUS ITEMS						
710	600	700		Dues & Assoc. Memberships	700		700	700	700	700
-	0	192		Miscellaneous	0	0	0	0	0	(
-	0	0		Pandemic Expenses	0	0	0	0	0	(
-	110,145	0	58999	Year End Budget Transfers	0	0	0	0	0	(
				LS AND SUPPLIES						
1,439	1,000	756		Office Supplies	1,000	,,	1,000	1,000	1,000	1,000
150	450	230		Vehicle Fuels	300		300	300	300	300
220	30	37		Vehicle & Equipment Supplies	100		100	100	100	100
13,221	13,000	10,620		Operating Supplies	13,000	13,000	13,000	13,000	13,000	13,000
-	0	0	53670	Small Tools	0	0	0	0	0	(
			CAPITAL (							
1,723	2,000	0		Machinery & Equipment	0	*	0	0	0	
48,745	64,000	79,600	77600	Computer Equipment	128,500	128,500	128,500	189,050	189,050	189,050
				Workstation Lease	45,000					
				Server Infrastructure upgrade	130,000					
				Access control doors at TPD (2)	4,950					
				Monitors for TPD (25)	4,100					
				Forensics imaging	5,000					
18,431	0	4,834	77650	Computer Software	5,710	5,710	5,710	5,780	5,780	5,780
				PDF licenses						
-	0	0	77900	Leased Equipment	0	0	0	0	0	
1.355.462	1,569,445	1,568,172	INFORMA'	FION TECH ADMIN TOTAL	1,713,089	1,614,372	1,609,622	1,874,903	1,808,777	1,808,777

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

## **Budget and Staff Resources:**



# **Major Highlights for FY22**

Total budget increase \$

75,705

- 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)

#### In FY22 the Motor Pool will:

- 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.

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				10TOR POOL							
			· · · · · · · · · · · · · · · · · · ·	EL - WAGES & BENEFITS							
167,120	172,878	173,800		Salaries		172,475	181,289	181,289	228,344	231,693	231,69
65	0	5		Salaries - Overtime		0	0	0	0	0	
9,667	10,017	10,138		Social Security Tax		10,017	10,564	10,564	13,474	13,697	13,69
2,261	2,344	2,371		Medicare Tax		2,344	2,471	2,471	3,152	3,204	3,20
37,327	37,507	37,685		Health Insurance		38,259	38,259	38,259	54,575	53,298	53,29
16,862	17,249	17,437		VRS Retirement		19,268	20,253	20,253	25,509	25,883	25,88
2,185	2,237	2,260		VRS Group Life Insurance		2,313	2,431	2,431	3,063	3,107	3,10
260	292	272		VRS Disability Insurance		297	297	297	276	281	28
2,774	4,347	3,334		Worker's Comp. Insurance		3,528	3,528	3,528	3,634	3,634	3,63
-	0	649	50169	Hazard Pay		0	0	0	0	0	
			SEDVICES	BUDCHACED CHADED INTE							
	150	0		- PURCHASED, SHARED, INTEL R&M - Vehicle	KNAL	150	150	150	150	150	15
-		3,765		Maintenance Service Contract		3,500	150 3,500	150	150	3,500	15
3,296	3,500	3,/65	53250	Invomax	1 200	3,500	3,500	3,500	3,500	3,500	3,50
				Invomax Safety-Kleen Systems	1,200						
				Heritage-Crystal Clean	500 300						
				Crane 1 Services							
1 201	1.250	1 200	51451	Uniform Rentals	1,500	1.250	1.250	1.250	1.250	1.250	1.25
1,281	1,250	1,200	51451	Uniform Rentais		1,250	1,250	1,250	1,250	1,250	1,25
			OTHER CH	LADCES							
-	750	0		Education and Training		200	200	200	200	200	20
-	500	0		Lodging		200	200	200	200	200	20
- 25	300	0	52010			0	0	0	0	0	
-	200	0		Travel		0	0	0	0	0	
	200		52018			0	0	0	0	0	
			MISCELLA	NEOUS ITEMS							
_	0	0	· · · · · · · · · · · · · · · · · · ·	Pandemic Expenses		0	0	0	0	0	
	0		50500			0	Ű	Ū	0	0	
			MATERIA	LS AND SUPPLIES							
169	100	97		Office Supplies		100	100	100	100	100	10
863	1,000	728		Vehicle Fuels		1,000	1,000	1,000	1,000	1,000	1,00
2,445	1,000	664		Vehicle & Equipment Supplies		1,000	1,000	1,000	1,000	1,000	1,00
2,445	1,000		55500	Uniform Purchases and Wearing		1,000	1,000	1,000	1,000	1,000	1,00
519	650	707	51570	Apparel		500	500	500	500	500	50
2,460	4,000	3,331		Operating Supplies		4,000	4,000	4,000	4,000	4,000	4,00
3,717	2,500	562		Small Tools		2,500	2,500	2,500	2,500	2,500	2,50
5,717	2,500		55070			2,500	2,500	2,500	2,500	2,500	2,50
			CAPITAL	DUTLAYS							
-	0	0		Machinery & Equipment		0	0	0	0	0	
-	0	0		Motor Vehicles		0	0	0	0	0	
	0	0		Leased Equipment		0	0	0	0	0	
-	0		11900	Leased Equipment		0	0	0	0	0	
253,296	262,771	259,007	MOTOR P	DOL TOTAL		262,701	273,292	273,292	346,227	348,997	348,99
200,200	202,771	,007				202,701	213,272	-13,272	2 10,227	210,777	510,99

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

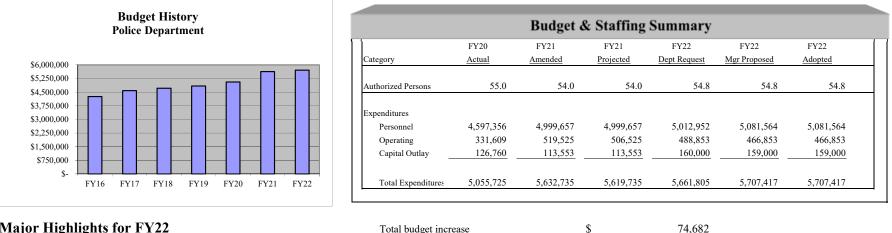
Values Statement: The Department consists of dedicated professionals who are committed to serving our community, to creativity in solving problems, and to working together as a team. We believe in: The value of Human life: The courage to do what is right;

Accountability to ourselves and our community;

Fairness, compassion, and approachability in the performance of our duties; and

The continuous improvement of ourselves and our Department.

### **Budget and Staff Resources:**



**Major Highlights for FY22** 

Total budget increase

74,682

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

#### In FY22 the Police Department will:

- To continue to adhere to internationally established best policing practices established by the Commission of Accreditation of Law Enforcement Agencies, Inc. and the International Association of Chiefs of Police.

- Continue to fight the heroin epidemic through partnerships with local, state and federal agencies with special emphasis on education, treatment and enforcement.
- To continue to grow our Community Policing Program as department-wide iniative. The Culpeper Police Department has an established Community Policing Division, along with a Street Crimes Unit that works directly with our neighborhoods. This will be accomplished by continuing to partner with businesses and citizens in our community.

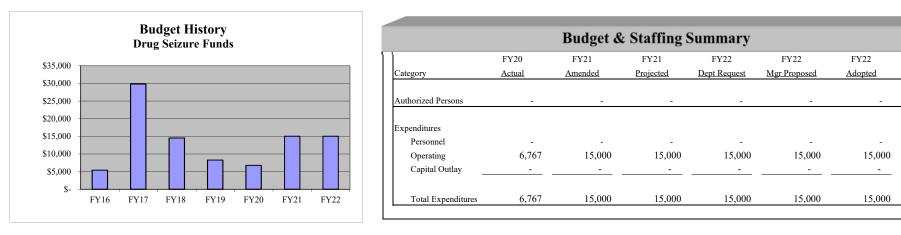
									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				OLICE DEPARTMENT							
				EL - WAGES & BENEFITS							
3,039,941	3,206,494	3,173,875		Salaries		3,213,929	3,449,315	3,449,315	3,383,401	3,452,834	3,452,834
179,556	190,000	186,504		Salaries - Overtime		190,000	190,000	190,000	190,000	190,000	190,000
17,591	30,000	26,645		Salaries - Part-Time		30,000	30,000	30,000	35,000	35,000	35,000
195,788	195,966	206,261		Social Security Tax		194,760	209,358	209,358	203,802	208,275	208,27
45,789	45,850	48,345		Medicare Tax		45,574	48,987	48,987	47,684	48,731	48,73
510,866	527,624	507,913		Health Insurance		554,906	550,965	550,965	645,726	630,830	630,83
301,866	324,198	310,283		VRS Retirement		359,020	385,312	385,312	371,566	379,200	379,200
39,136	42,032	40,204		VRS Group Life Insurance		43,091	46,246	46,246	44,597	45,518	45,51
-	248	0		VRS Disability Insurance		0	0	0	0	0	(0.77
42,541	69,068	51,940		Worker's Comp. Insurance		66,676	66,676	66,676	68,676	68,676	68,670
15,617	22,800	20,727		Uniform Allowance		23,250	22,800	22,800	22,500	22,500	22,50
-	0	24,660	50169	Hazard Pay		0	0	0	0	0	
			GERLIGEG								
400	6.565			- PURCHASED, SHARED, INTER	KNAL	5 000	5 000	5 000	5 000	5 000	5.000
490	6,565	67		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
20.1(1	25.000	25.057	522.45	R&M - Equipment		20.000	20.000	20.000	25.000	25.000	25.00
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)	52250	Maintenance Service Contract		124,000	124,000	124,000	125,828	125,828	125,82
13,412	15,000	(9,002)	33230	Axon-Interview Room	10,156	124,000	124,000	124,000	125,626	125,626	123,82
				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	2,777	4,000	4,000	4,000	4,000	4,000	4,00
.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	2,000			Supports the costs of summonses, parking tickets, impoundment forms, etc.		.,	.,	.,	.,	.,	.,
-	500	266		Advertising		500	500	500	500	500	50
8,830	12,500	9,627	51460	PD9 Task Force		12,500	12,500	12,500	10,000	10,000	10,00
				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	29,14

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			OTHED CL	LADOFS							
781	800	594	OTHER CH	Postal Services		800	800	800	800	800	800
	300	94		Messenger Services		150		150	150	150	
152 3,910	9,000	7,053	52/15	ERT / SCU		9,000	150 9,000	9,000	9,000	9,000	150 9,000
	20,000					20,000	9,000	15,000	20,000	10,000	9,000
17,772	20,000	7,473	51920	Education And Training Increase requested due to-		20,000	15,000	13,000	20,000	10,000	10,000
				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
11,105	9,000	15,240	52010	Increase requested due to		10,500	9,000	9,000	14,000	14,000	14,000
				anticipated mandates by the							
				General Assembly focusing on							
				police reform							
16,497	16,000	9,753	52015	1 5		16,000	16,000	16,000	16,000	11,000	11,000
4,663	3,000	727	52013			5,000	3,000	10,000	3,000	2,000	2,000
10,460	10,335	10,335		Contributions		10,335	10,335	10,335	10,335	10,335	10,335
10,400	10,555	10,555	50150	Crisis Intervention Team	6,967	10,555	10,555	10,555	10,555	10,555	10,555
				Crisis intervention ream	0,707						
				Regional Housing & Homelessnes	3,368						
				Regional Housing & Homelessnes	5,500						
			MISCELLA	NEOUS 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		Informant Fees		5,000	5,000	5,000	5,000	5,000	5,000
9,835	23,000	25,591		Grant-funded expenditures		15,000	65,000	65,000	15,000	15,000	15,000
3,644	5,000	4,708		Miscellaneous		5,000	5,000	5,000	5,000	5,000	5,000
-	0	32,290		Pandemic Expenses		0	0		0	0	
-	(62,476)	0	58999	Year End Budget Transfers		0	0	0	0	0	(
			MATERIA	LS 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		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	(
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.							
				Uniform Purchases and Wearing							
32,340	33,000	31,165	51570	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	52670	Peer Support/Narcotics K9		0	0		6,000	6,000	6,000
				New line item - moved from							
				Operating Supplies							

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
30,672	33,000	31,677	52660	Operating Supplies		45,000	39,000	39,000	33,000	33,000	33,000
				Decrease of \$6,000 with creation							
				of line item 52670 Peer							
				Support/Norcotics K9							
			CAPITAL (	DUTLAYS							
97,225	152,000	86,957	· · · · · · · · · · · · · · · · · · ·	Machinery & Equipment		30,000	76,406	76,406	30,000	30,000	30,000
				Miscellaneous Equipment	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
				Replacing #722 (2005 Chevy							
				Impala	51,000						
				Replacing #729 (2007 Chevy							
				Impala) with civilian unit	25,000						
				Replace #707 (2013 Ford Taurus-							
				Police Interceptor	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 DI	EPARTMENT TOTAL		5,296,231	5,632,735	5,619,735	5,661,805	5,707,417	5,707,417

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

## **Budget and Staff Resources:**



# **Major Highlights for FY22**

Total budget increase

\$

- No budget increase proposed.

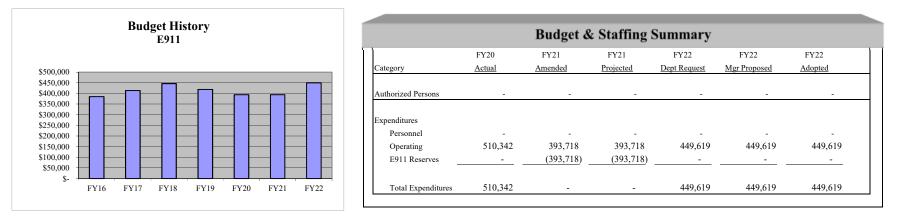
#### In FY22 the PD Drug Fund, as administered by the Police Department will:

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

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTE	) AMENDEI	) FY21	REQUEST	PROPOSED	ADOPTED
			Dept 3102 E	RUG SEIZURE FUNDS						
			MATERIA	LS AND SUPPLIES						
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	15,0	00 15,0	15,000	15,000	15,000	15,000
8,252	10,000	6,767	DRUG SEIZ	ZURE FUNDS TOTAL	15,0	0 15,00	0 15,000	15,000	15,000	15,000

To provide financial support for the E911 Joint Operations Center.

### **Budget and Staff Resources:**



## Major Highlights for FY22

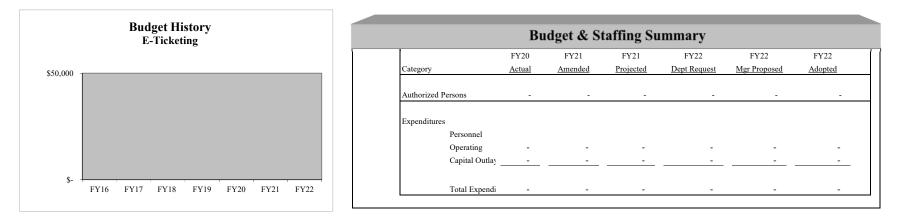
Total budget increase \$ 449,619

- The proposed budget increase is based on projections provided by Culpeper County.

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 3103 E	911 JOINT OPERATIONS						
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 JOIN	F OPERATIONS TOTAL	393,718	-	-	449,619	449,619	449,619

To provide financial support for the E-Ticketing Program.

### **Budget and Staff Resources:**



Major Highlights for FY22

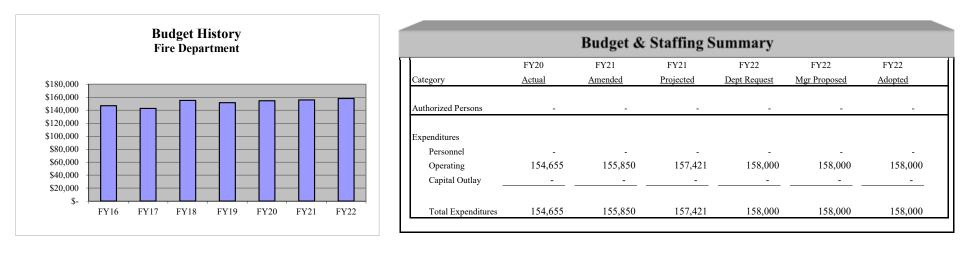
Total budget increase \$ -

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

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dep	pt 3104 E	-TICKETING							
			SEI		- PURCHASED, SHARED, INTER	NAL						
-	0	0		53250	Maintenance Service Contract		0	0	0	0	0	
			CA		DUTLAYS							
-	0	0		77200	Machinery & Equipment		0	0	0	0	0	
-	15,000	0		77600	Computer Hardware & Equipment		0	0	0	0	0	
-	15,000	-	E-1	E-TICKETING			-	-	-	-	-	-

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

# **Budget and Staff Resources:**



**Major Highlights for FY22** 

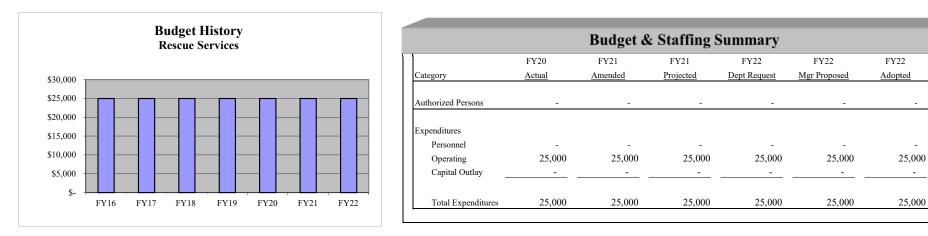
Total budget increase \$ 2,150

- The proposed budget includes an increase to reflect anticipated funds to be received from the State.

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dep	ot 3202 V	OLUNTEER FIRE DEPARTMEN							
			OT	HER CH	IARGES							
151,693	153,500	154,655		56110	Contribution - Civic & Community		155,850	155,850	157,421	158,000	158,000	158,000
					Town contributions	95,000						
					Fire Services Allocation	63,000						
			MIS	SCELLA	NEOUS							
-	1,155	0		58999	Year End Budget Transfers		0	0	0	0	0	0
151,693	154,655	154,655	VO	L 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 and Staff Resources:**



## **Major Highlights for FY22**

Total budget increase

\$

- The proposed budget does not anticipate an increase.

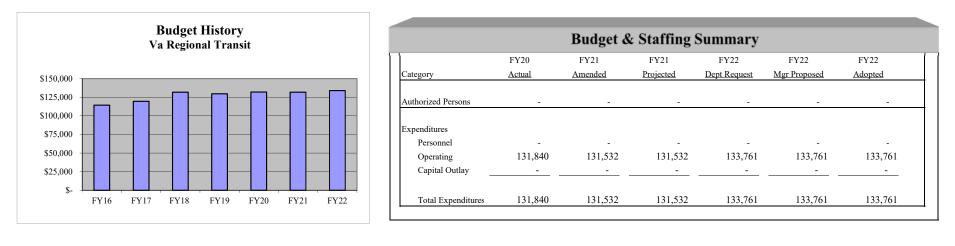
-

-

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 3203 F	RESCUE SERVICE						
			OTHER CH	IARGES						
25,000	25,000	25,000	56110	Contribution - Civic & Community	25,000	25,000	25,000	25,000	25,000	25,000
25,000	25,000	25,000	RESCUE S	ERVICES TOTAL	25,000	25,000	25,000	25,000	25,000	25,000
		,								

To support the transit needs of the Town of Culpeper through support of Virginia Regional Transit.

### **Budget and Staff Resources:**



### Major Highlights for FY22

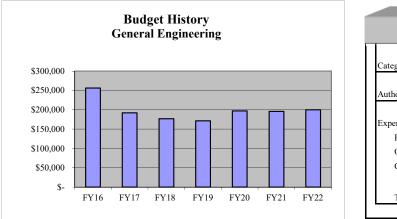
Total budget increase	\$	2,229
-----------------------	----	-------

- The proposed budget increase is based on the request provided by Virginia Regional Transit to fund the system at current level of service.

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dep	t 3204 VIRGINIA REGIONAL TRANSIT AUTHO	DRI					
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	VIR	GINIA 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 and Staff Resources:**



		Budget &	<b>k</b> Staffing	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	<u>Actual</u>	Amended	Projected	Dept Request	Mgr Proposed	Adopted
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
1	182,265 8,228	183,195 12,650	183,195 12,650	184,963 13,250	187,317 12,750	187,317 12,750
Personnel	,	· · · · · · · · · · · · · · · · · · ·		- )	· · · · · · · · · · · · · · · · · · ·	· · · · · ·

## Major Highlights for FY22

Total budget increase \$ 4,222

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

#### In FY22 the General Engineering Department will:

- Work with citizens to resolve community problems effectively.

- Direct general and traffic engineering services to manage change and support future needs

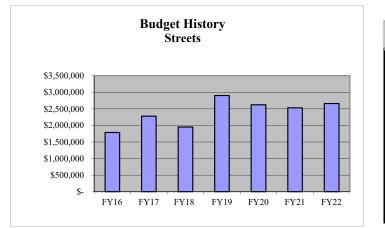
- Ensure effective emergency response capabilities for restoring public infrastructure services to the public in a safe and reliable manner

- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets

FY19	FY20	FY20	_		FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL	-		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Der	t 4101 GENERAL ENGINEERING						
				RSONNEL - WAGES & BENEFITS						
105,075	109,070	127,345		50010 Salaries	119,470	125,559	125,559	123,651	126,181	126,18
3,289	4,000	2,707		50020 Salaries - Overtime (Inspector)	4,000	4,000	4,000	4,000	4,000	4,00
6,203	6,187	7,578		50110 Social Security Tax	6,924	7,302	7,302	7,197	7,364	7,36
1,451	1,448	1,772	_	50120 Medicare Tax	1,620	1,708	1,708	1,684	1,723	1,72
26,396	25,208	26,541	_	50130 Health Insurance	26,926	26,926	26,926	30,953	30,248	30,24
10,591	11,028	12,300	_	50140 VRS Retirement	13,347	14,027	14,027	13,813	14,095	14,09
317	358	422		50150 VRS Disability Insurance	417	417	417	388	396	39
1,372	1,430	1,594		50145 VRS Group Life Insurance	1,602	1,683	1,683	1,658	1,691	1,69
1,236	1,937	1,486		50160 Worker's Comp. Insurance	1,572	1,572	1,572	1,619	1,619	1,61
-	0	521		50169 Hazard Pay	0	0	0	0	0	
			SEI	RVICES - PURCHASED, SHARED, INTERNAL						
3,000	15,000	1,600		51314 Consulting Services	0	0	0	0	0	
2,953	10,000	0		51316 Engineering Services	5,000	5,000	5,000	5,000	5,000	5,00
700	750	0		53245 R&M - Vehicle	750	750	750	750	250	25
-	75	0		52400 Printing and Binding	0	0	0	0	0	
			ОТ	HER CHARGES						
-	0	0		52710 Postal Services	0	0	0	0	0	
1,248	1,000	1,280		51920 Education and Training	500	500	500	1,000	1,000	1,00
-	300	356		52010 Lodging	0	0	0	300	300	30
9	500	185		52015 Meals	0	0	0	500	500	50
-	300	143		52018 Travel	0	0	0	300	300	30
			MI	SCELLANEOUS ITEMS						
638	600	228		52210 Dues & Assoc. Memberships	600	300	300	300	300	30
-	0	0		56500 Pandemic Expenses	0	0	0	0	0	
-	9,741	0		58999 Year End Budget Transfers	0	0	0	0	0	
			MA	TERIALS AND SUPPLIES			10.0		10.0	
314	400	1,063		52510 Office Supplies	400	400	400	400	400	40
4,716	3,000	2,388		53550 Vehicle Fuels	4,000	4,000	4,000	3,000	3,000	3,00
987	1,000	501	-	53560 Vehicle & Equipment Supplies	1,000	1,000	1,000	1,000	1,000	1,00
0.27	500	246		Uniform Purchases and Wearing	500	500	500	500	500	-
837	500	346	-	51570 Apparel	500	500	500	500	500	50
		_		52590 Darles Subarristica & Election	0	0	0	_	~	
-	0	0		52580 Books, Subscriptions & Education	0	0	0	0	0	20
107	200	139		52660 Operating Supplies	200	200	200	200	200	20
			C +							
	0		CA	PITAL OUTLAYS		0	0	0	0	
-	0	6,730	<u> </u>	77200 Machinery & Equipment 77300 Furniture & Fixtures	0	0	0	0	0	
-	0	0		77900 Leased Equipment	0	0	0	0	0	
-	-		CE		199 929	ţ	ţ	÷		200.06
171,437	204,032	197,223	GE	NERAL ENGINEERING TOTAL	188,828	195,845	195,845	198,213	200,067	200,06

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

### **Budget and Staff Resources:**



		Budget &	& Staffing S	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	<u>Mgr Opt 1</u>	Mgr Proposed	Adopted
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.

	FY20 MENDED 913,631 50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0 0 50,000	FY20 ACTUAL 941,973 51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886 93,168	PERSONNI 50010 50020 50030 50110 50120 50130 50140 50145 50145 50150 50160 50169	UBLIC WORKS - STREETS SL - WAGES & BENEFITS Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Group Life Insurance VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	NAL	FY21 ADOPTED 922,678 50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785 0 0	FY21 AMENDED 917,774 50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785 0	PROJECTED FY21 917,774 50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785 0	DEPT REQUEST 880,716 50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618 0	MGR PROPOSED 897,314 50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618 0	COUNCIL ADOPTED 897,314 50,000 30,000 33,139 12,485 177,036 100,241 12,030 945 28,618 0
848,900           56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	913,631 50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	941,973 51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	PERSONNI 50010 50020 50030 50110 50120 50130 50140 50145 50145 50150 50160 50169	EL - WAGES & BENEFITS Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services		922,678 50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	917,774 50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	917,774 50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	880,716 50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	897,314 50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	897,314 50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	PERSONNI 50010 50020 50030 50110 50120 50130 50140 50145 50145 50150 50160 50169	EL - WAGES & BENEFITS Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	NAL	50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	PERSONNI 50010 50020 50030 50110 50120 50130 50140 50145 50145 50150 50160 50169	EL - WAGES & BENEFITS Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	NAL	50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	PERSONNI 50010 50020 50030 50110 50120 50130 50140 50145 50145 50150 50160 50169	EL - WAGES & BENEFITS Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	NAL	50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	50010 50020 50030 50110 50120 50130 50140 50145 50150 50160 50169 SERVICES	Salaries Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	NAL	50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
56,190           24,894           55,221           12,964           151,419           85,335           11,063           906           21,847	50,000 30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	51,549 30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	50020 50030 50110 50120 50130 50140 50145 50150 50160 50169 SERVICES	Salaries - Overtime Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	NAL	50,000 0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	50,000 0 54,881 12,874 147,436 102,523 12,307 974 27,785	50,000 0 54,881 12,874 175,000 102,523 12,307 974 27,785	50,000 30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	50,000 30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
24,894 55,221 12,964 151,419 85,335 11,063 906 21,847 -	30,000 53,837 12,652 164,885 91,476 11,860 967 42,531 0	30,076 61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	50030 50110 50120 50130 50140 50145 50150 50160 50169 SERVICES	Salaries - Part-time Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	NAL	0 54,895 12,878 169,851 103,073 12,374 1,181 27,785	0 54,881 12,874 147,436 102,523 12,307 974 27,785	0 54,881 12,874 175,000 102,523 12,307 974 27,785	30,000 52,114 12,227 181,244 98,384 11,811 926 28,618	30,000 53,139 12,485 177,036 100,241 12,030 945 28,618	30,000 53,139 12,485 177,036 100,241 12,030 945 28,618
55,221 12,964 151,419 85,335 11,063 906 21,847 -	53,837 12,652 164,885 91,476 11,860 967 42,531 0	61,133 14,349 165,730 92,515 11,988 1,159 26,253 3,886	50110 50120 50130 50140 50145 50150 50160 50169 SERVICES	Social Security Tax Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	54,895 12,878 169,851 103,073 12,374 1,181 27,785	54,881 12,874 147,436 102,523 12,307 974 27,785	12,874 175,000 102,523 12,307 974 27,785	52,114 12,227 181,244 98,384 11,811 926 28,618	53,139 12,485 177,036 100,241 12,030 945 28,618	53,139 12,485 177,036 100,241 12,030 945 28,618
12,964 151,419 85,335 11,063 906 21,847 -	12,652 164,885 91,476 11,860 967 42,531 0	14,349 165,730 92,515 11,988 1,159 26,253 3,886	50120 50130 50140 50145 50150 50160 50169 SERVICES	Medicare Tax Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	12,878 169,851 103,073 12,374 1,181 27,785	12,874 147,436 102,523 12,307 974 27,785	12,874 175,000 102,523 12,307 974 27,785	12,227 181,244 98,384 11,811 926 28,618	12,485 177,036 100,241 12,030 945 28,618	12,485 177,036 100,241 12,030 945 28,618
151,419 85,335 11,063 906 21,847 -	164,885 91,476 11,860 967 42,531 0	165,730 92,515 11,988 1,159 26,253 3,886	50130 50140 50145 50150 50160 50169 SERVICES	Health Insurance VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	169,851 103,073 12,374 1,181 27,785	147,436 102,523 12,307 974 27,785	175,000 102,523 12,307 974 27,785	181,244 98,384 11,811 926 28,618	177,036 100,241 12,030 945 28,618	177,036 100,241 12,030 945 28,618
85,335 11,063 906 21,847 -	91,476 11,860 967 42,531 0	92,515 11,988 1,159 26,253 3,886	50140 50145 50150 50160 50169 SERVICES	VRS Retirement VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	103,073 12,374 1,181 27,785	102,523 12,307 974 27,785	102,523 12,307 974 27,785	98,384 11,811 926 28,618	100,241 12,030 945 28,618	100,241 12,030 945 28,618
11,063 906 21,847 -	11,860 967 42,531 0	11,988 1,159 26,253 3,886	50145 50150 50160 50169 SERVICES	VRS Group Life Insurance VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	12,374 1,181 27,785	12,307 974 27,785	12,307 974 27,785	11,811 926 28,618	12,030 945 28,618	12,030 945 28,618
906 21,847 -	967 42,531 0	1,159 26,253 3,886	50150 50160 50169 SERVICES	VRS Disability Insurance Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	1,181 27,785	974 27,785	974 27,785	926 28,618	945 28,618	945 28,618
	42,531	26,253 3,886	50160 50169 SERVICES	Worker's Comp. Insurance Hazard Pay - PURCHASED, SHARED, INTER Contractual Services	RNAL	27,785	27,785	27,785	28,618	28,618	28,618
-	0	3,886	50169 SERVICES	Hazard Pay - PURCHASED, SHARED, INTEF Contractual Services	RNAL						
			SERVICES	- PURCHASED, SHARED, INTER Contractual Services	RNAL	0	0	0	0	0	(
29,022	50,000	93,168	· · · · ·	Contractual Services	RNAL			1			0
29,022	50,000	93,168	· · · · ·	Contractual Services	INAL	1					
	30,000	95,108	51515		1	25,000	25.000	22,000	22.000	22.000	22.000
				Duides and starset was incomediate		25,000	25,000	22,000	22,000	22,000	22,000
				Bridge and structures inspections required by VDOT	10,000						
				required by VDO1	10,000						
				Engineering and surveying services for							
				verifying public right of way and access							
				needed for streets maintenance.	12,000						
1,255,625	900,000	840,281	53238	R&M - Infrastructure	12,000	900,000	900.000	900,000	1,000,000	1,000,000	1,000,000
	, ,					,,	,,	,,	-,,-	-,,	-,,
				Concrete and asphalt milling/paving							
				maintenance and replacement for SR3,							
				Old Fredericksburg Road, E. Chandler St. and N. East St corridors to include							
				side street approaches	900,000						
					900,000						
				Crack sealing, slurry sealing and pavement marks of road surface for Col							
				Jameson Blvd. and adjoining							
				roundabouts necessary for extending							
				service life of this critical inner loop							
				bypass	100,000						
5,079	4,000	1,310	53240	R&M - Equipment		4,000	4,000	3,000	3,000	3,000	3,000
2,738	3,000	3,802	53245	R&M - Vehicle		3,000	3,000	3,000	3,000	3,000	3,000
5,806	2,500	11,731	53250	Maintenance Service Contract		7,500	7,500	12,000	12,000	12,000	12,000
				eWork Orders	4,000						
				Hotsy (Pressure Washer Maint)	5,500						
				Moerings	2,500						
185,817	157,722	164,499	53270	Rental of Street Lights	2,500	155,000	155,000	155,000	155,000	155,000	155,000
717	0	164,499		Advertising		155,000	155,000	135,000	155,000	155,000	155,000
3,938	3,800	4,214		Uniform Rentals		3,800	3,800	3,800	3,800	3,800	3,800
3,730	3,000	4,214	51451	Uniform Kentais		5,800	5,800	5,800	5,800	5,800	5,800
			OTHER CH	LARCES							
9,589	8,000	4,830		Disposal Fees		8,000	8,000	6,000	6,000	5,000	5,000

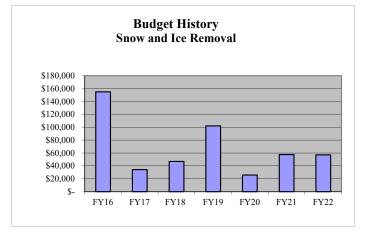
							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
-	50	13	52710 Postal Services	50	50	50	50	50	51
1.110	4,000	2,083	51920 Education and Training	0	50	50	50	50	5
642	500	2,005	52010 Lodging	0	0	0	500	500	50
1,045	1,000	847	52015 Meals	1,000	1,000	1,000	1,000	1,000	1,00
28	100	0	52018 Travel	100	0	0	100	100	10
			MISCELLANEOUS ITEMS						
222	600	0	52210 Dues & Assoc. Memberships	600	300	1,500	1,500	500	50
-	0	0	56299 Miscellaneous	0	0	0	0	0	
-	0	262	56500 Pandemic Expenses	0	0	500	500	500	50
-	32,424	0	58999 Year End Budget Transfers	0	0	0	0	0	
			MATERIALS AND SUPPLIES						
624	750	594	52510 Office Supplies	750	750	750	750	750	75
399	200		54520 Agricultural Supplies	200	200	200	200	200	20
977	600	606	53540 Janitorial Supplies	600	600	600	600	600	60
38,204	35,000	29,684	53550 Vehicle Fuels	40,000	40,000	35,000	35,000	35,000	35,00
1,627	1,400	1,989	53555 Lube Oil	1,400	1,400	1,400	1,400	1,400	1,40
64,204	45,000	48,117	53560 Vehicle & Equipment Supplies	45,000	45,000	45,000	45,000	45,000	45,00
			Uniform Purchases and Wearing						
4,337	3,500	4,936	51570 Apparel	3,500	3,500	5,000	5,000	5,000	5,00
5,719	5,000	5,292	52660 Operating Supplies	5,000	5,000	4,000	4,000	4,000	4,00
669	2,000	5,620	53670 Small Tools	2,000	2,000	2,000	2,000	2,000	2,00
			CAPITAL OUTLAYS						
15,300	0	0	77200 Machinery & Equipment	0	0	0	0	0	
-	0	0	77500 Vehicle Replacement	0	0	0	0	0	
-	0	0	77900 Leased Equipment	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	2,662,25
2,702,170	2,032,705	2,024,701	I UDLIC WORKS-STREETS I UTAL	2,501,215	2,332,034	2,555,700	2,040,470	2,002,230	2,002,230

# **SNOW AND ICE REMOVAL (4105)**

## Mission:

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

### **Budget and Staff Resources:**



		Duuget &	c Staffing S	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	-	-	-	-	-	-
Expenditures						
	3,397	10,000	5,000	10,000	10,000	10,000
Personnel			25 200	35,300	35,300	35,300
Personnel Operating	22,644	35,800	35,300	55,500	22,200	
	22,644	35,800 12,000	35,300 12,000	12,000	12,000	12,000

\$

**Major Highlights for FY22** 

Total budget increase

(500)

-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.

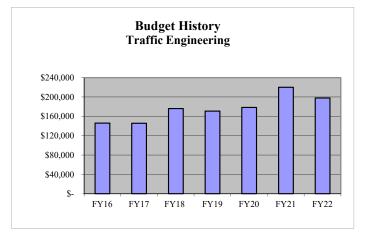
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				NOW & ICE REMOVAL						
				CL - WAGES & BENEFITS						
636	0	0		Salaries - Regular	0	0	· · · · · · · · · · · · · · · · · · ·	0	0	
24,407	10,000	3,157		Salaries - Overtime	10,000	10,000	5,000	10,000	10,000	10,0
1,782	0	194		Social Security Tax	0	0	-	0	0	
417	0	45		Medicare Tax	0	0		0	0	
5,907	0	0		Health Insurance	0	0		0	0	
728	0	0		VRS Retirement	0	0		0	0	
106	0	0		VRS Group Life Insurance	0	0		0	0	
43	0	0		VRS Disability Insurance	0	0	0	0	0	
			50160	Worker's Comp. Insurance						
				- PURCHASED, SHARED, INTERNAL						
-	4,000	0		Temporary Help Services	0	0		0	0	
180	500	0		R&M - Equipment	500	500	500	500	500	5
190	500	210		R&M - Vehicle	500	500	1,500	1,500	1,500	1,5
-	0	0	52410	Advertising	0	0	0	0	0	
			OTHER CH							
-	1,000	0		Snow & Ice Removal - Lodging	0	0	0	0	0	
1,819	600	749	52015	Meals	600	600	600	600	600	$\epsilon$
			MISCELLA							
-	(32,424)	0	58999	Year End Budget Transfers	0	0	0	0	0	
				LS AND SUPPLIES						
3,202	4,000	1,142		Vehicle Fuels	4,000	4,000	2,500	2,500	2,500	2,5
182	200	225	53555	Lube Oil	200	200	200	200	200	2
13,320	10,000	5,377	53560	Vehicle & Equipment Supplies	10,000	10,000	10,000	10,000	10,000	10,0
49,178	20,000	14,940		Operating Supplies	20,000	20,000	20,000	20,000	20,000	20,0
						.,		.,		.,.
			CAPITAL (	DUTLAYS						
-	12,000	0		Machinery & Equipment	12,000	12,000	12,000	12,000	12,000	12,0
	,				,	,	,	,		
				Snow plow equipment replacement						
				necessary because of safety or						
				operational needs						
-	0	0		Vehicle Replacement	0	0		0	0	
-	0	0	77900	Leased Equipment	0	0	0	0	0	
100.05-										
102,095	30,376	26,041	SNOW & IO	CE REMOVAL TOTAL	57,800	57,800	52,300	57,300	57,300	57,3

# **TRAFFIC ENGINEERING (4107)**

## Mission:

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

# **Budget and Staff Resources:**



		Budget &	Staffing S	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	1.0	1.0	1.0	1.0	1.0	1.0
Expenditures						
		78,203	78,203	86,902	87,755	87,755
Personnel	74,281	78,205				
Personnel Operating	74,281 104,390	142,085	141,085	135,400	110,400	110,400
	<i>,</i>	,	· · · · · ·	135,400		- 110,400

\$

### Major Highlights for FY22

Total budget increase

(22,133)

- 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.

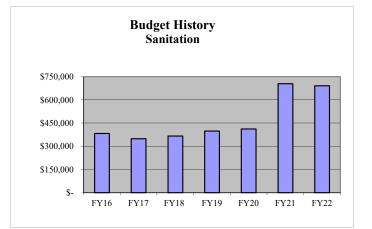
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 4107 TRAFFIC ENGINEERING							
			PERSONNEL WAGES & BENEFITS							
48,542	50,669	51,583	50010 Salaries		51,189	54,103	54,103	56,493	57,512	57,51
147	0	0	50020 Salaries - Overtime		0	0	0	0	0	
2,824	3,091	3,183	50110 Social Security Tax		3,142	3,272	3,272	3,173	3,244	3,24
660	723	744	50120 Medicare Tax		735	777	777	743	759	75
9,388	9,748	9,763	50130 Health Insurance		9,941	9,941	9,941	15,979	15,598	15,59
4,817	5,123	5,175	50140 VRS Retirement		5,718	6,039	6,039	6,311	6,425	6,42
624	664	671	50145 VRS Group Life Insurance		686	725	725	757	771	77
-	0	0	50150 VRS Disability Insurance		0	0	0	0	0	
2,631	4,122	3,162	50160 Worker's Comp. Insurance		3,346	3,346	3,346	3,446	3,446	3,44
-	0	0	50169 Hazard Pay		0	0	0	0	0	
42.960	75.000	22.750	SERVICES - PURCHASED, SHARED, I 53238 R&M - Infrastructure	NIEKNAL	75.000	75.000	75.000	75.000	50.000	50.00
42,860	75,000	32,759	53245 R&M - Infrastructure		75,000	75,000	75,000 200	75,000	50,000	50,00
-	200 4,000	120	53245 R&M - Venicle 53250 Maintenance Service Contract		4,000	200 4,000	4,000	4,000	200 4,000	20
3,758	4,000	3,758			4,000	4,000	4,000	4,000	4,000	4,00
			Railroad Crossing Maint.	2,000						
			Railroad Flashing Light Main							
269	300		Misc. Maintenance Contract 51451 Uniform Rentals	500	300	300	300	300	300	30
269	300	294	51451 Uniform Rentais		300	300	300	300	300	30
			OTHER CHARGES							
9 609	7,500	7 402	55610 Electrical Services		7,000	7,000	7,000	7,000	7,000	7.00
8,608	7,300	7,402	51920 Education and Training		300	/,000		300	300	7,00
-	300	0	51920 Education and Training		500	0	0	500	300	30
			MISCELLANEOUS							
	0	0	56500 Pandemic Expenses		0	0	0	0	0	
-	(9,741)	0	58999 Year End Budget Transfers		0	0	-	0	0	
-	(9,741)		58999 Tear Elid Budget Halisters		0	0	0	0	0	
			MATERIALS AND SUPPLIES							
3,932	4,000	2,731	53550 Vehicle Fuels		4,000	4,000	3,500	3,500	3,500	3,50
54	100	50	53555 Venice Fuels 53555 Lube Oil		100	100	100	100	100	1(
799	2,000	1,267	53560 Vehicle & Equipment Supplies	2	2,000	2,000	1,500	1,500	1,500	1,50
199	2,000	1,207	Uniform Purchases and Wearing		2,000	2,000	1,500	1,500	1,500	1,50
109	200	256	51570 Apparel	ng	250	250	250	250	250	2:
625	300	111	52660 Operating Supplies		250	250	250	250	250	2
110	3,000	2,038	53670 Small Tools		3,000	3,000	3,000	3,000	3,000	3.0
40,210	40,000	53,604	53680 Traffic Signals & Signs		40,000	45,985	45,985	40,000	40,000	40,0
40,210	40,000				40,000	40,980	43,983	40,000	40,000	40,0
			CAPITAL OUTLAYS							
-	0	0	77900 Leased Equipment		0	0	0	0	0	
-	0	0			0	0	0	0	0	
170,969	201,299	178,670	TRAFFIC ENGINEERING TOTAL		211,157	220,288	219,288	222,302	198,155	198,15
170,909	201,279	1/0,0/0	INATIC ENGINEERING I VIAL		211,137	220,200	217,200	222,302	170,133	170,15

# **SANITATION (4203)**

## Mission:

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

### **Budget and Staff Resources:**



Budget & Staffing Summary									
	FY20	FY21	FY21	FY22	FY22	FY22			
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted			
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			
Expenditures Personnel Operating	276,458 135,695	294,544 137,700	294,544 138,500	291,150 138,800	294,322 136,800	294,322 136,800			
Personnel	,	- )-	- )-	,	,	- )-			

\$

**Major Highlights for FY22** 

Total budget increase

(14, 122)

- 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

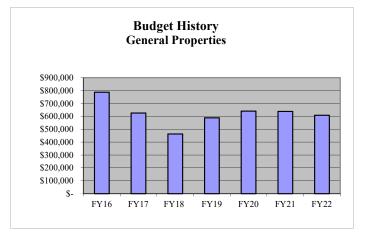
- Use technology to reduce fleet costs and improve serviceability and extend the life of Town assets.

FY19 ACTUAL	FY20	<b>FIX /00</b>								
ACTUAL	F 1 20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept	4203 SANITATION						
			PERS	SONNEL - WAGES & BENEFITS						
161,564	183,527	184,092		50010 Salaries	184,767	195,855	195,855	191,071	194,648	194,64
5,740	0	3,173		50020 Salaries - Overtime	5,000	5,000	5,000	5,000	5,000	5,00
9,728	10,757	11,197		50110 Social Security Tax	10,909	11,597	11,597	11,410	11,643	11,64
2,275	2,517	2,619		50120 Medicare Tax	2,552	2,713	2,713	2,670	2,725	2,72
40,939	44,704	45,762		50130 Health Insurance	46,808	46,808	46,808	48,784	47,644	47,64
15,990	18,368	18,469		50140 VRS Retirement	20,641	21,879	21,879	21,345	21,743	21,74
2,065	2,382	2,393		50145 VRS Group Life Insurance	2,477	2,626	2,626	2,562	2,611	2,6
18	0	3		50150 VRS Disability Insurance	0	0	0	0	0	
6,342	10,769	7,616		50160 Worker's Comp. Insurance	8,066	8,066	8,066	8,308	8,308	8,3
-	0	1,134		50169 Hazard Pay	0	0	0	0	0	
			· · · · · · · · · · · · · · · · · · ·	/ICES - PURCHASED, SHARED, INTERNA						
15,695	7,500	1,891		53245 R&M - Vehicle	6,500	6,500	5,000	5,000	3,000	3,0
-	100	0		52400 Printing & Binding	0	0	0	0	0	
-	0	0		52410 Advertising	0	0	0	0	0	
1,158	1,700	1,165		51451 Uniform Rentals	1,500	1,500	1,500	1,500	1,500	1,5
			ОТН	ER CHARGES						
45,315	40,000	39,563		53660 Disposal Fees	40,000	40,000	40,000	40,000	40,000	40,00
165	0	0		51920 Education & Training	0	0	0	0	0	
-	0	51		52710 Postal Services	0	0	0	0	0	-
				CELLANEOUS						
296	0	437		52295 Bad Debt Expense - Trash	300	0	300	300	300	30
-	0	0		56500 Pandemic Expenses	0	0	0	0	0	
-	0	0		58999 Year End Budget Transfers	0	0	0	0	0	
			MAT	ERIALS AND SUPPLIES						
21,256	22,000	18,922		53550 Vehicle Fuels	22,000	22,000	20,000	20,000	20,000	20,0
2,029	1,000	1,823		53555 Lube Oil	1,000	1,000	1,000	1,000	1,000	1,0
29,110	31,000	34,558		53659 Trash Carts (Reserve funding)	31,000	31,000	35,000	35,000	35,000	35,0
32,858	30,000	31,665		53560 Vehicle & Equipment Supplies	30,000	30,000	30,000	30,000	30,000	30,0
				Uniform Purchases and Wearing						
706	1,000	791		51570 Apparel	1,000	1,000	1,000	1,000	1,000	1,0
429	1,000	777		52660 Operating Supplies	500	500	500	500	500	5
				TAL OUTLAYS						
-	290,000	0		77500 Vehicle Replacement	0	273,000	272,090	260,000	260,000	260,0
				Replacement of Unit 329, utility						
				body truck used for trash cart and						
				dumpster services. Capital						
				purchase to be supported by trash						
				cart monthly fee revenue	60,000					
					00,000					
				Replacement of Unit 327 with Hook Lift Truck	200,000					

								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
			GR.	ANTS						
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	SAN	NITATION TOTAL	419,220	705,244	705,134	689,950	691,122	691,122
										-

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

### **Budget and Staff Resources:**



Budget & Staffing Summary									
	FY20	FY21	FY21	FY22	FY22	FY22			
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted			
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			
	40,773	_	-	16,000	16,000	16,000			
Capital Outlay	40,773								

\$

## **Major Highlights for FY22**

Total budget increase

(29,094)

- 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:

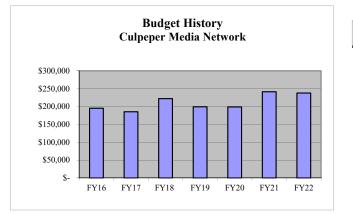
- Work with citizens to resolve community problems effectively.
- Manage Town facilities for community use and enterprise operations. Preserving community historical sites such as the Depot, Fairview Cemetery, Azalea Street Cemetery and the Burgandine House.
- Utilize public works assets to promote economic,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

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				ENERAL PROPERTIES							
			· · · · · · · · · · · · · · · · · · ·	EL - WAGES & BENEFITS							
83,998	174,009	176,994		Salaries		175,137	186,122	186,122	159,350	162,803	162,803
1,469	2,000	290		Salaries - Overtime		2,000	2,000	2,000	2,000	2,000	2,000
4,734	9,976	10,016		Social Security Tax		9,983	10,664	10,664	9,402	9,627	9,62
1,107	2,335	2,343		Medicare Tax		2,336	2,495	2,495	2,200	2,253	2,253
26,647	44,704	48,823		Health Insurance		50,425	50,425	50,425	40,346	39,426	39,420
8,211	17,447	17,706		VRS Retirement		19,565	20,793	20,793	17,802	18,189	18,18
1,064	2,262	2,294		VRS Group Life Insurance		2,349	2,496	2,496	2,136	2,184	2,184
-	0	0		VRS Disability Insurance		0	0	0	399	408	403
946	3,110	1,135		Worker's Comp. Insurance		1,203	1,203	1,203	1,239	1,239	1,23
-	0	461	50169	Hazard Pay		0	0	0	0	0	(
			SEDVICES	DUDCHAGED CHADED INTER	DNAT						
33,108	40,000	25.226		<ul> <li>PURCHASED, SHARED, INTER Contractual Services</li> </ul>	KNAL	36,000	36,000	26.000	40.000	40.000	40,000
1,450	40,000	35,236		Engineering Services		36,000	36,000	36,000	40,000	40,000	40,000
219,664	133,000	78,234		R&M - Building & Grounds		120,000	138,875	105,000	120,000	120,000	120,000
219,004	133,000		53230	R&M - Museum Building		120,000	158,875		120,000	120,000	120,000
- 20	400	0 60	53231	R&M - Vehicle		400	400	400	400	400	40
- 20	400	0		R&M - Misc. / Other		400	400	400	400	400	40
	43,000						46,000	60,000	54,500		54.50
62,572	43,000	56,527	53250	Maintenance Service Contract Exterminator services for pest		46,000	46,000	60,000	54,500	54,500	54,500
				control	2,500						
				comfor	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		Advertising		0	0	0	0	0	
3,661	3,500	1,155	51451	Uniform Rentals		2,000	2,000	2,000	2,000	2,000	2,00
			OTHER CH								
90,570	95,000	83,392		Electrical Services		90,000	90,000	85,000	90,000	85,000	85,000
27,869	25,000	22,715		Heating Services		25,000	25,000	25,000	25,000	25,000	25,000
3,373	3,300	2,507		Water Services		3,000	3,000	3,000	3,000	3,000	3,00
3,461	3,500	3,075		Sewage Services		3,500	3,500	3,500	3,500	3,500	3,50
1,557	200	174		Disposal Fees		200	200	200	200	200	20
6,159	0	5,413		Telecommunications		6,000	6,000	6,000	6,000	6,000	6,00
-	0	0		Lodging		0	0	÷	0	0	
-	90	0	52015	Meals		90	0	0	100	100	10
			MISCELLA								
-	0	33,820		Pandemic Expenses		0	0	)	0	0	
-	31,756	0	58999	Year End Budget Transfers		0	0	0	0	0	

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				A	ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
					S AND SUPPLIES							
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
					Uniform Purchases & Wearing							
548	400	538		51570	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
			CAPI	ITAL C	DUTLAYS							
-	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
					Work station installation for							
					Culpeper Police Department							
					forensics laboratory	-						
-	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	GEN	ERAL	PROPERTIES TOTAL		606,288	638,273	654,398	610,924	609,179	609,179

To provide funding for Culpeper Media Network.

### **Budget and Staff Resources:**



Budget & Staffing Summary									
	FY20	FY21	FY21	FY22	FY22	FY22			
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted			
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	15,358	34,500	33,200	8,000	8,000	8,000			
Total Expenditures	198,512	241,266	237,846	235,464	237,590	237,590			

### Major Highlights for FY22

Total budget increase \$ (3,676)

- 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	117,732
	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.

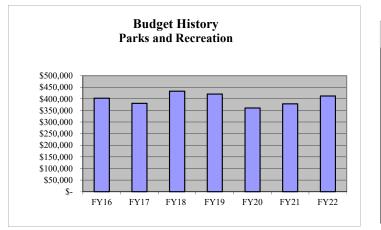
4. Archiving footage for preservation and ease of access.

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				ULPEPER MEDIA NETWORK							
				EL - WAGES & BENEFITS							
107,131	111,544	102,905		Salaries - Regular		111,194	112,835	112,835	115,578	117,759	117,75
311	0	7		Salaries - Overtime		0	0	0	0	0	
6,066	6,315	5,795		Social Security Tax		6,281	6,383	6,383	6,588	6,737	6,73
1,419	1,478	1,355		Medicare Tax		1,470	1,494	1,494	1,541	1,577	1,57
18,010	18,011	17,346		Health Insurance		18,377	18,377	18,377	21,770	21,252	21,25
10,875	11,278	10,231		VRS Retirement		12,421	12,604	12,604	12,911	13,155	13,15
1,409	1,462	1,326		VRS Group Life Insurance		1,491	1,513	1,513	1,550	1,579	1,57
214	239	152		VRS Disability Insurance		237	237	237	221	226	22
198	310	237		Worker's Comp Insurance		252	252	252	259	259	25
-	0	0	50169	Hazard Pay		0	0	0	0	0	
			SERVICES								
-	0	0	51315	Contractual Services		6,000	0	0	0	0	
				Captioning							
11,275	11,000	7,450		Temporary Help Services		11,000	3,000	1,000	11,005	11,005	11,00
				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		R&M - Equipment		1,000	1,000	650	1,000	1,000	1,00
322	3,000	285		R&M - Vehicle		100	100	100	100	100	10
-	500	63	53249	R&M - Misc./Other		500	500	500	500	500	50
1,720	2,000	1,560	53250	Maintenance Service Contract		1,750	1,750	1,750	1,750	1,750	1,75
				Rockie Maids							
128	1,000	61	52410	Advertising		500	200	0	500	500	50
				-							
			OTHER CH	ARGES							
1,067	2,500	705	55610	Electrical Services		2,250	2,250	2,250	2,250	2,250	2,25
160	200	165	53660	Disposal Fees		200	200	200	200	200	20
268	300	256		Postal Services		300	300	100	300	300	30
2,654	2,000	2,446	52720	Telecommunications		3,500	3,500	3,500	3,500	3,500	3,50
4,636	3,750	4,693		Telecomm-Streaming		4,000	4,000	4,000	5,000	5,000	5,00
184	1,000	108		Telecomm - Website		500	500	100	500	500	50
-	0	0		Telecomm - Captioning		0	6,000	6,000	6,000	6,000	6,00
-	0	0		Fire/Property Insurance		0	0		0	0	
345	480	480		Motor Vehicle Insurance		80	80	80	82	82	8
77	105	105		General Liability Insurance		105	105	105	108	108	10
17,861	20,136	20,501		Lease - Building		20,136	20,136	20,136	22,000	22,000	22,00
989	2,500	99	51920	Education & Training		2,500	1,000	200	2,500	2,500	2,50
320	1,500	0		Lodging		0	0		0	0	
593	600	449	52015	5 5		600	0		600	600	60
64	800	0	52018			0	0		0	0	
			MISCELLA	NEOUS							

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
280	500	180		Dues & Assoc. Memberships		450	450	580	450	450	4
-	2,000	0		Historical Programming		0	0	÷	0	0	
-	500	0		Miscellaneous		500	500	500	500	500	5
-	0	1,023	56500	Pandemic Expenses		0	0	2,000	0	0	
			MATERIAI	LS AND SUPPLIES							
156	2,000	286		Office Supplies		2,000	2,000	2,000	2,000	2,000	2,
320	2,000	178		Vehicle Fuels		2,000	2,000	2,000	2,000	2,000	2,0
320	300	1/8		Uniform Purchases & Wearing		300	300	200	300	300	
246	700	1,112		Apparel		700	0	0	700	700	,
4,308	5.000	1,112		Operating Supplies		5.000	5.000	5,000	5.000	5.000	5,
1,500	2,000		02000	operating supprise		2,000	2,000	2,000	2,000	2,000	2,
			CAPITAL (	DUTLAYS							
3,325	14,000	12,110	77200	Machinery & Equipment		3,000	3,000	2,700	3,000	3,000	3,
				Archiving and Backup equipment	1,000						
				LIVE Equipment upgrade	2,000						
285	2,700	457		Furniture & Fixtures		1,000	1,000	800	1,000	1,000	1,
-	0	0	77500	Vehicle Replacement		0	28,000	28,000	0	0	
509	6,000	1,491	77600	Computer Hardware & Equipment		500	500	200	2,000	2,000	2,
507	0,000	1,171	11000	Computer Upgrades	1.000	500	500	200	2,000	2,000	2,
				Monitor & Mounting for front	1,000						
				control room	500						
				Misc. LIVE Equipment	500						
645	2,000	1,300	52650	Computer Software		2,000	2,000	1,500	2,000	2,000	2,
-	0	0		Leased Equipment		0	0		0	0	
				VICE/TRANSFERS/CONTINGEN	CY						
				Contingency							
199,251	241,908	198,512	CIII PEPEE	R MEDIA NETWORK TOTAL		222,394	241,266	237,846	235,464	237,590	237,5
199,231	241,908	198,312	CULFEPEF	MEDIA NEI WOKK IUIAL		222,394	241,200	237,840	255,464	257,390	257,5

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

### **Budget and Staff Resources:**



Budget & Staffing Summary									
	FY20	FY21	FY21	FY22	FY22	FY22			
Category	<u>Actual</u>	Amended	Projected	Dept Request	Mgr Proposed	Adopted			
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	651	5,000	5,000	10,000	10,000	10,000			
Total Expenditures	361,112	378,902	381,202	411.412	412.569	412,569			

\$

## **Major Highlights for FY22**

Total budget increase

33,666

- 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:

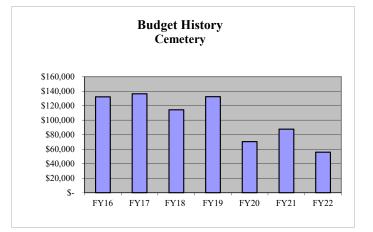
- Work with citizens to resolve community problems effectively.
- Sustain public parks and recreational facilities for community needs and quality of life.
- Partner with County Parks and Recreation to deliver recreational programs and signature events. Partnering with CRI to deliver special events for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

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 7103 P	ARKS & RECREATION							
			PERSONNI	EL - WAGES & BENEFITS							
211,622	172,891	182,875		Salaries		183,043	194,338	194,338	189,510	193,379	193,379
15,063	10,000	14,585	50020	Salaries - Overtime		15,000	15,000	15,000	15,000	15,000	15,000
12,755	9,601	11,086	50110	Social Security Tax		10,313	11,012	11,012	10,476	10,746	10,746
2,983	2,247	2,617		Medicare Tax		2,413	2,577	2,577	2,452	2,515	2,51
57,024	50,796	51,459	50130	Health Insurance		51,817	51,817	51,817	64,663	63,130	63,130
21,107	17,483	18,316	50140	VRS Retirement		20,447	21,709	21,709	21,171	21,604	21,604
2,740	2,267	2,373	50145	VRS Group Life Insurance		2,455	2,606	2,606	2,542	2,592	2,592
189	221	231	50150	VRS Disability Insurance		243	243	243	226	231	23
7,116	10,341	8,552	50160	Worker's Comp. Insurance		9,050	9,050	9,050	9,322	9,322	9,32
-	0	1,140	50169	Hazard Pay		0	0	0	0	0	
			SERVICES	- PURCHASED, SHARED, INTER	NAL						
19,343	20,000	11,957	53230	R&M - Building & Grounds		20,000	15,000	15,000	15,000	15,000	15,000
28,868	20,000	12,736	53238	R&M-Infrastructure		15,000	15,000	15,000	32,600	32,600	32,600
				Repair & maintenance of park							
				infrastructure	15,000						
				Install eight (8) new Town standard park benches on concrete pedestals at Rockwater Park	17,600						
4,986	7,500	2,153	53250	Maintenance Service Contract		5,000	5,000	5,000	5,000	3,000	3,00
				Recreation Dynamic	1,500						
				County Farm Service	1,500						
				Misc. Maintenance Contract	2,000						
-	0	0	52400	Printing and Binding		0	0	0	0	0	
-	0	0	52410	Advertising		0	0	0	0	0	
1,399	1,700	1,142	51451	Uniform Rentals		1,500	1,500	1,500	1,500	1,500	1,50
			OTHER CH	IARGES							
1,771	1,500	1,608		Electrical Services		1,500	1,500	1,500	1,500	1,500	1,50
240	750	202	51920	Education and Training		750	300	300	300	300	30
-	100	33	52015	Meals		100	0	0	100	100	10
			MISCELLA	NEOUS ITEMS							
17,000	17,850	17,850		Fireworks Display		0	18,500	18,500	20,000	20,000	20,00
-	0	540	54252	Dog Park Related		0	0	0	0	0	
61	0	5,223	53676	Disc Golf Related Expend		0	0	0	0	0	
-	0	800	53677	Park Donation Related Expend		0	0	0	0	0	
-	0	1,275	56500	Pandemic Expenses		0	0	2,000	0	0	
				-							
			MATERIAI	LS AND SUPPLIES							
311	50	36		Office Supplies		50	50	50	50	50	5
45	0	348		Agricultural Supplies		0	0	0	500	500	50
2,544	2,500	772		Landscaping/Planting Materials		0	0	0	500	500	50
1,250	1,500	1,425		Vehicle Fuels		1,500	1,500	1,500	1,500	1,500	1,50
24	200	111		Lube Oil		200	200	200	200	200	20

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
5,413	2,000	5,466	53560	Vehicle & Equipment Supplies	4,000	4,000	4,000	4,000	4,000	4,00
				Uniform Purchases and Wearing						
1,502	1,200	1,467	51570	Apparel	1,200	1,200	1,500	1,500	1,500	1,50
1,167	1,000	1,199	52660	Operating Supplies	1,000	1,000	1,000	1,000	1,000	1,00
123	800	881	53670	Small Tools	800	800	800	800	800	80
			CAPITAL	OUTLAYS						
4,000	6,000	651	77200	Machinery & Equipment	5,000	5,000	5,000	10,000	10,000	10,00
				Replacement mowing equipment for malfunctioning or unsafe mowing equipment in park operations						
-	0	0	77900	Leased Equipment	0	0	0	0	0	
420,648	360,497	361,112	PARKS &	RECREATION TOTAL	352,381	378,902	381,202	411,412	412,569	412,56
										-

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.

### **Budget and Staff Resources:**



		0	Staffing S	v		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	1.0	-	-	1.0	-	1.0
Expenditures						
Expenditures Personnel	52,401	10,037	10,037	68,228	8,000	8,000
1	52,401 17,995	10,037 9,750	10,037 10,350	68,228 43,900	8,000 43,900	8,000 43,900
	- , -	· · · · · · · · · · · · · · · · · · ·	-	,	- ,	-

\$

## **Major Highlights for FY22**

Total budget increase

(31,887)

- 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 contractural services (\$5,000).

#### In FY22 the Cemetary Department will:

- 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.

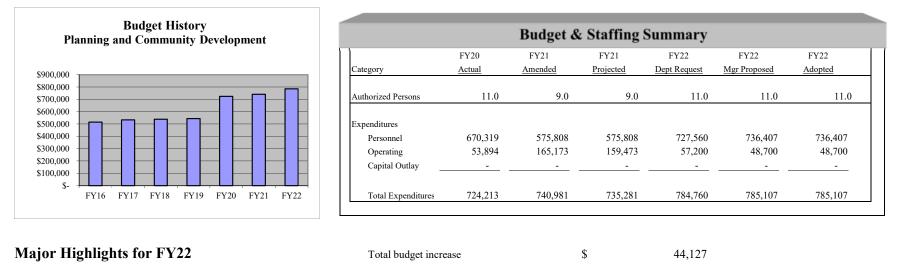
- Use technology to reduce infrastructure costs, improve serviceability and extend the life of Town assets.

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				CEMETERY							
(7.022	26 212	21.010		NEL - WAGES & BENEFITS		21.200		0	20.212		
67,033	36,213	31,018		) Salaries		31,200	0		39,312	0	
10,168	8,000	4,382		) Salaries - Overtime		8,000	8,000	8,000	8,000	8,000	8,00
5,284	2,194	2,083		) Social Security Tax		1,902	0	0	2,402	0	
1,236	513	505		) Medicare Tax		445	0	*	562	0	
21,312	9,748	8,935		) Health Insurance		9,941	0	-	10,935	0	
7,882	3,663	3,000		VRS Retirement		3,486	0	*	4,392	0	
1,023	475	404		5 VRS Group Life Insurance		419	0	0	527	•	
385	214	171		VRS Disability Insurance		185	0	v	0	0	
2,259	2,176	1,903		) Worker's Comp. Insurance		2,037	2,037	2,037	2,098	0	
-	0	0	5016	P Hazard Pay		0	0	0	0	0	
			SEDVICI	S - PURCHASED, SHARED, INTER	DNI A T						
-	5,000	5,016		5 Contractual Services	INAL	0	0	0	7,500	7,500	7,50
-	3,000	5,010	5151	Contractual Services		0	0	0	7,300	7,500	7,30
				Contractor arborist and/or							
				surveying services needed for							
				operations in Fairview Cemetery	5,000						
				operations in Furview Cemetery	5,000						
				Portable toilet services needed for							
				new cemetery maintenance facility	2,500						
4,568	750	5,380	5323	) R&M - Building & Grounds	2,500	0	0	2,100	27,000	27,000	27,00
4,508	750		5525	Freeki - Bunding & Grounds		0	0	2,100	27,000	27,000	27,00
				Building and grounds maintenance							
				services for cemetery operations.	2,000						
				Demolition and removal of	2,000						
				Fairview Cemetery caretaker's							
				residence (one time expenditure of							
				\$25,000).	25,000						
-	500	345	5323	3 R&M - Infrastructure	20,000	500	500	500	500	500	50
727	1,500	32		) R&M-Equipment		1,500	1,500	1,000	1,500	1,500	1,50
550	900	140		Uniform Rentals		500	500	500	500	500	50
			OTHER (	CHARGES							
330	0	0		) Education and Training		0	0	0	0	0	
988	1,300	1,188	5561	Electrical Services		1,300	1,300	1,300	1,300	1,300	1,30
178	250	154	5563	) Water Services		250	250	250	250	250	25
184	150	194	5364	) Sewer Services		150	150	150	150	150	15
			MISCELI	ANEOUS ITEMS							
-	0	0	5650	Pandemic Expenses		0	0	0	0	0	
-	0	0	5899	9 Year End Budget Transfers		0	0	0	0	0	
				ALS AND SUPPLIES							
-	50	0		) Office Supplies		50	50	50	50	50	
161	500	200		Agricultural Supplies		500	300	300	300	300	3
-	150	0		) Janitorial Supplies		150	0	0	150	150	1

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
1,050	1,000	1,425		53550	Vehicle Fuels	2,000	2,000	1,500	1,500	1,500	1,500
-	100	62		53555	Lube Oil	100	100	100	100	100	100
3,736	3,000	2,978		53560	Vehicle & Equipment Supplies	2,000	2,000	2,000	2,000	2,000	2,000
					Uniform Purchases and Wearing						
495	600	356		51570	Apparel	500	500	0	500	500	500
-	0	0		52580	Books, Subscriptions, Education	0	0	0	0	0	0
334	300	193		52660	Operating Supplies	300	300	300	300	300	300
467	300	332		53670	Small Tools	300	300	300	300	300	300
			CA	PITAL C	DUTLAYS						
2,043	68,000	0		77200	Machinery & Equipment	4,000	68,000	65,000	79,000	4,000	4,000
					Replacement mowing equipment at Fairview Cemetery for						
					2.0	1.000					
			_		malfunctioning or safety reasons. Replacement of Terramite	4,000					
					excavator with new tracked						
						75.000					
	0	0			excavator.	<u>75,000</u> 0	0	0	0	0	0
-	0	0		//900	Leased Equipment	0	0	0	0	0	0
132,393	147,546	70,396	CEI	METER	Y TOTAL	71,715	87,787	85,387	191,128	55,900	55,900

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.

### **Budget and Staff Resources:**



- The proposed budget decrease due to a reduction in contractural 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.

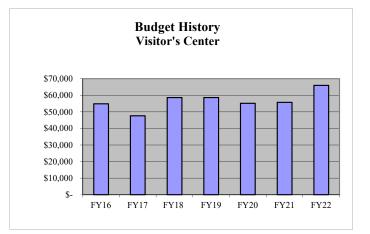
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				1 PLANNING & ZONING						
				NEL - WAGES & BENEFITS						
364,512	492,879	484,651		10 Salaries	489,964	402,917	402,917	500,811	510,125	510,12
-	0	63	500	20 Salaries - Overtime	0	0	0	0	0	
14,738	14,400	14,400	500	60 Planning Comm. / BZA	14,400	14,400	14,400	14,400	14,400	14,40
22,834	30,417	29,628	501	0 Social Security Tax	29,862	24,800	24,800	30,456	31,066	31,00
5,340	7,117	6,940	501	20 Medicare Tax	6,989	5,803	5,803	7,127	7,270	7,2
46,653	72,069	72,785	501	30 Health Insurance	81,582	69,205	69,205	103,565	101,172	101,17
36,525	49,753	47,294	501	40 VRS Retirement	54,734	44,511	44,511	55,944	56,985	56,9
4,733	6,450	6,128	501	45 VRS Group Life Insurance	6,569	5,342	5,342	6,715	6,840	6,84
696	786	851	501	50 VRS Disability Insurance	1,067	880	880	353	360	3
6,251	9,913	7,509	501	60 Worker's Comp. Insurance	7,951	7,951	7,951	8,189	8,189	8,1
-	0	71	501	59 Hazard Pay	0	0	0	0	0	
			SERVIC	ES - PURCHASED, SHARED, INTERNA	4L					
14,990	167,180	33,217	513	4 Consulting Services	15,000	137,873	137,873	20,000	20,000	20,00
				Culpeper Soil and Water	5,000					
				Transportation Project						
				Development	5,000					
				GIS Geodatabase Development	10,000					
				Va Maint Code	10,000					
_	1,000	0	513	20 Infractions/Violations	0	0	0	0	0	
_	1,000		515		0	0	0	0	0	
2,757	4,000	3,302	513	21 Property Violations - Town Action	4,000	3,000	4,500	4,500	4,500	4,50
-	100			40 R&M - Equipment	100	100	200	200	200	20
-	200	0		45 R&M - Vehicle	200	200	200	200	200	20
-	0	0		49 R&M - Misc. / Other	0	200		200	200	20
4,000	3,500	3,375		50 Maintenance Service Contract	3,500	3,500	3,500	3,500	3,500	3,50
4,000	3,300	5,575	552	So Maintenance Service Contract	5,500	3,300	3,300	3,300	3,300	3,5
				RecPro park reservation software						
				Parking Auth - Rental of Street						
				Lights						
305	1,000	0	524	00 Printing and Binding	1,000	1,000	400	2,500	1,000	1,0
305	1,000		524		1,000	1,000	400	2,500	1,000	1,0
				Printing costs related to						
				distribution of new zoning and						
				subdivision ordinance to the public						
4,412	5,000	1,450	524	Subalvision oralinance to the public           10         Advertising         10	4,000	6,000	4,500	6,000	3,000	3,0
4,412	5,000	1,430	524	Advertising	4,000	0,000	4,300	0,000	3,000	5,0
				Rezoning and Conditional Use						
				Permit hearing advertising, and						
				0 0						
				public hearing/meetings for zoning						
				ordinance update. Targeted						
				Facebook advertising purchases						
				regarding zoning ordinance						
				update.						

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				R CHARGES							
2,721	3,000	3,642	52	710 Postal Services		4,000	3,000	2,500	5,000	4,000	4,00
				Town-wide mailing with							
				information related to							
				zoning/subdivision update							
				Telecommunications							
				General Liability Insurance				1.000	1.000		• • •
1,753	5,000	957	51	920 Education And Training		2,000	2,000	1,000	4,000	2,000	2,00
				Cole-VAZO/E&S/FPM							
				Recertification, Red Vectory FPM							
				online training	375						
				Fitch - VAMLIS/GIS Conference +							
				Training	275						
				Holt - VA APA Conference	300						
				Meixner - Online Training	150						
				Vacant Planner Position - Rural							
				Planning Caucus/VAZO							
				Conference; VAZO/AICP							
				Certification	450						
				Hopewell - VAZO Training &							
				Certification; VAZO Conference	450						
828	5,000	1,050	52	010 Lodging		2,000	1,000	500	2,000	1,500	1,50
				Staff lodging for							
				conferences/training	2,000						
535	1,500	571	52	015 Meals		750	750	250	1,500	1,000	1,00
				Staff Meals for							
				conferences/training	1,500						
1,117	1,750	542	52	018 Travel		750	750	250	1,250	1,250	1,2
				Staff Travel for							
				conferences/training	1,250						
				LLANEOUS ITEMS							
2,901	4,050	2,937	52	210 Dues & Assoc. Memberships		3,000	3,000	2,000	3,150	3,150	3,1
				Holt - APA+AICP	600						
				Fitch - GISP+VAMLIS	250						
				Meixner - VAMLIS	150						
				Hopewell - APA+AICP+VAZO	900						
				Cole - VAZO+ASFPM+VBCVOA	500						
				Vacant Planner -	500						
				APA+AICP/VAZO	600						
				Proposed Zoning/Planning	000						
				Assistant VAZO Membership	150						
	0	0	5 4	252 Dog Park Related Expenditures	150	0	0	0	0	0	
	0	0	54	252 Dog Park Related Expenditures 299 Miscellaneous		0	0		0		
-	0	0		500 Pandemic Expenses		0	0	0	0		
	0	0	50	NUU FAIDCEINIC EXDENSES		0	0	0	0	0	

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			MATERIA	LS AND SUPPLIES						
2,119	2,000	1,923	52510	Office Supplies	3,000	1,800	1,000	2,000	2,000	2,000
438	450	358	53550	Vehicle Fuels	450	450	250	450	450	450
-	200	148	53560	Vehicle & Equipment Supplies	200	200	200	200	200	200
551	500	349	52580	Books, Subscriptions & Education	400	400	200	500	500	500
160	500	72	52660	Operating Supplies	250	150	150	250	250	250
			CAPITAL (	DUTLAYS						
950	1,500	0	77600	Computer Hardware & Equipment	0	0	0	0	0	0
-	0	0	77900	Leased Equipment	0	0	0	0	0	(
542,819	891,214	724,213	PLANNING	& ZONING TOTAL	737,718	740,981	735,281	784,760	785,107	785,107

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

### **Budget and Staff Resources:**



		Budget &	c Staffing S	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
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>	-
				80,957	65,984	65,984

\$

### **Major Highlights for FY22**

Total budget increase

10,208

- 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

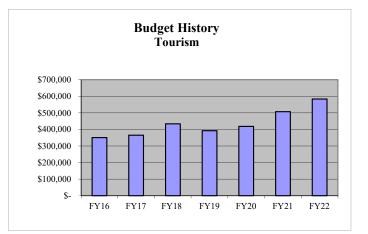
- Strive to increase consumer promotions and events at the visitor center

- Develop FAM tours as support for the tourism department staff

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 8103 V	ISITORS CENTER						
				CL - WAGES & SALARY						
-	0	7,884	50010	Salaries - Regular	0	0	0	0	0	
47,448	50,543	35,255		Salaries - Part-Time	50,606	31,206	31,206	50,862	52,093	52,09
2,942	3,136	2,675	50110	Social Security Tax	3,139	1,936	1,936	3,155	3,232	3,23
688	735	626		Mediare Tax	735	455	455	739	758	75
-	0	0	50130	Health Insurance	0	0	0	0	0	
-	0	0	50140	VRS Retirement	0	0	0	0	0	
-	0	0	50145	VRS Group Life Insurance	0	0	0	0	0	
-	0	0		VRS Disability Insurance	0	0	0	0	0	
61	96	74		Worker's Comp Insurance	78	78	78	81	81	8
-	0	0		Hazard Pay	0	0	0	0	0	
				·						
			SERVICES	PURCHASED, SHARED, INTERNAL						
-	0	0		Printing and Binding	2,500	2,500	2,500	2,000	1,000	1,00
-	0	0		Maintenance Service Contract	0	0	0	0	0	, ,
	-						-		-	
			OTHER CH	ARGES						
-	0	0		Electrical Services	0	0	0	0	0	
-	0	1,065		Telecommunications	1,320	1,320	1,320	1,320	1,320	1,32
	-				-,	-,	-,0_0	-,	-,	-,
			MISCELLA	NEOUS						
_	0	67		Pandemic Expenses	0	0	1,050	0	0	
	0		20200	Destination MDSE-Admin		Ū	1,000	0	Ŭ	
_	0	0	52450	Expenses	0	0	0	6,200	0	
_	0	0		Destination MDSE-Royalties	0	0	0	2,200	0	
	0		52151		0	0	0	2,200	Ŭ	
_	0	0	52452	Destination MDSE-Merchandise	0	0	0	5,100	0	
	0		32132		0	0	0	5,100	Ŭ	
			MATERIAI	S AND SUPPLIES						
7,509	11,850	7,534	· · · · · · · · · · · · · · · · · · ·	Office Supplies	4,080	16,480	16,480	7,500	7,500	7,50
-	0	0		Group Tour Materials	1,800	1,800	1,800	1,800	7,500	7,50
	0		52424		1,000	1,000	1,000	1,000	0	
			CAPITAL (	MITLAVS						
	0	0		Leased Equipment	0	0	0	0	0	
-	0	0	//900		0	0	0	0	0	
58,649	66,360	55,180	VISITOPS	CENTER TOTAL	64,258	55,775	56,825	80,957	65,984	65,98
38,049	00,300	33,180	VISITORS	CENTER IVIAL	04,238	33,775	30,823	80,957	03,984	03,98

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.

### **Budget and Staff Resources:**



	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	3.0	3.0	3.0	3.0	3.0	3.0
Expenditures						
Expenditures Personnel	263,168	267,094	267,094	355,474	288,877	288,877
1	263,168 149,662	267,094 238,838	267,094 234,838	355,474 375,700	288,877 292,200	288,877 292,200
		,	-	,	,	2

\$

## **Major Highlights for FY22**

Total budget increase

75,945

- 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)

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 8104 TOURISM DEVELOPMENT							
			PERSONNEL - WAGES & BENEFITS							
150,487	193,156	196,788	50010 Salaries		195,424	198,613	198,613	259,442	213,701	213,701
263	0	175	50020 Salaries - Overtime		0	0	0	0	0	(
-	0	0	50030 Salaries - Part-Time		0	0	0	0	0	(
8,753	11,344	11,601	50110 Social Security Tax		11,472	11,670	11,670	15,438	12,651	12,65
2,047	2,654	2,713	50120 Medicare Tax		2,684	2,730	2,730	3,611	2,960	2,96
18,880	27,759	28,734	50130 Health Insurance		28,318	28,318	28,318	43,640	31,934	31,93
14,564	19,530	19,757	50140 VRS Retirement		21,832	22,188	22,188	28,985	23,875	23,87
1,887	2,532	2,560	50145 VRS Group Life Insurance		2,620	2,663	2,663	3,479	2,865	2,86
273	558	517	50150 VRS Disability Insurance		571	571	571	528	540	54
268	389	322	50160 Worker's Comp. Insurance		341	341	341	351	351	35
-	0	0	50169 Hazard Pay		0	0	0	0	0	
			SERVICES - PURCHASED, SHARED, INT	ERNAL						
7,646	22,800	775	52400 Printing and Binding		2,500	2,500	4,000	6,000	1,000	1,00
13,996	16,350	22,702	52410 Advertising - Print		0	16,350	16,350	18,000	18,000	18,00
			Consumer magazines, trade journals,							
			destination journals/magazines and							
2,609	26,200	1,591	industry specific publications 52413 Advertising-Entertainment		3,200	25,200	25,200	25,250	5,250	5,25
2,609	20,200	1,391	FAM tours, Media Hosting, Influencer		5,200	23,200	25,200	23,230	5,230	5,25
			Contracts, Events							
			52414 Advertising-Travel Show							
109,564	115,460	85,829	52415 Advertising - Media		24,500	111,000	115,800	153,000	118,000	118,000
109,504	115,400	05,027	Content Creation	30,000	24,500	111,000	115,000	155,000	110,000	110,005
			Monthly digital campaign	19,000						
			Visit Culpeper VA annual website	19,000						
			maintenance	27,000						
			Visit Culpeper VA - annual design							
			updates and improvements	24,000						
			Virginia Tourism Corporation (VTC) -							
			digital co-op's	18,000						
11,114	13,200	4,852	52418 Adv -Promotional		1,400	13,100	13,100	10,000	5,000	5,00
			State Welcome Center and Mid-Atlanti	ic						
			Regional Programming							
-	0	0	52412 Adv - Promotion Materials		0	0	0	0	0	
-	0	0	52422 Advertising-Trade shows		0	0	0	0	0	
-	0	0	52423 Promotional Trade Show Material	s	0	0	0	0	0	
-	4,500	350	52411 Industry Education and Outreach		0	2,500	2,500	4,500	500	50
			Return of business workshops and							
			seminars with local and regional							
			partners							
-	0	7,500	52425 Marketing Research		0	5,200	5,200	5,000	5,000	5,00
			OTHER CHARGES							

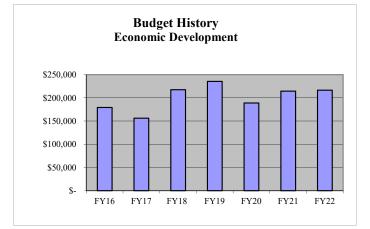
									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
720	2,000	524	52710	Postal Services		1,000	2,200	2,200	3,500	1,000	1,00
4,046	4,250	3,432	51920	Education and Training		500	3,500	3,500	3,800	3,800	3,80
3,971	9,775	3,566		Lodging		300	2,800	2,800	2,800	2,800	2,80
47	3,000	2,101	52015	Meals		100	1,200	1,200	3,000	2,500	2,50
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	
			MISCELL	ANEOUS ITEMS							
4,450	5,150	6,295	52210	Dues & Assoc. Memberships		0	4,200	4,200	5,000	5,000	5,00
				Consumer Tour Program							
1,081	9,300	3,954	56298	(previously Trolley Tours)		0	9,300	3,000	12,500	12,500	12,50
				Tours: Downtown-4 versions,							
				Paranormal-2 versions, Cemetery-3							
				versions, Brandy Station-3 versions,							
				Cedar Mtn2 versions, General History-							
				5 versions							
30,715	60,000	640	56270	Grant Funded Expenditures		0	20,000	10,000	70,000	70,000	70,00
				VTC MLP, DHCD DIG							
-	0	497		Culpeper Competes Expenditures		0	10,000	10,000	0	0	
-	900	0		Bike Share Maintenance		0	0	0	0	0	
-	0	0	56299	Miscellaneous		0	0	0	35,450	35,450	35,450
				Culpeper Ambassor Program Bi-							
				Annual. Program initiation costs							
				\$4200, \$2500 per session	9,200						
				First Friday Programming April -							
				October \$2500 per month	17,500						
				Seasonal/Holiday Promotion	8,750						
-	0	779		Pandemic Expenses		0	0	6,000	0	0	
-	(89,000)	0	58999	Year End Budget Transfers		0	0	0	0	0	
				LS AND SUPPLIES							
-	0	0		Office Supplies		2,088	6,088	6,088	6,500	1,500	1,50
-	0	176	53550	Vehicle Fuels		0	1,200	1,200	2,000	500	50
9	0	293	53560	Vehicle & Equipment Supplies		200	200	200	0	0	
99	147	592	52580	Books, Subscriptions & Education		300	300	300	500	500	50
1,995	10,900	932	52660	Operating Supplies		2,000	2,000	2,000	5,400	1,400	1,40
			CAPITAL								
1,000	1,200	0	77310	Historical Markers		1,600	1,600	1,600	5,800	2,400	2,40
				Annual maintenance and program costs.							
				Addition of two signs that were							
				originally budgeted for in FY21							
1,810	0	5,959		Furniture & Fixtures		0	0	0	0	0	
-	0	0	77900	Leased Equipment		0	0	0	0	0	

								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	TO	URISM DEVELOPMENT TOTAL	302,950	507,532	503,532	736,974	583,477	583,477

# Mission:

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.

# **Budget and Staff Resources:**



		Budget &	& Staffing	Summary		
	FY20	FY21	FY21	FY22	FY22	FY22
Category	Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
Authorized Persons	-	-	-	-	-	-
Personnel	-	-	-	-	-	-
	- 189,238	- 214,777	- 214,777	- 216,738	216,738	216,738
Personnel	- 189,238	- 214,777	- 214,777 -		216,738	216,738

\$

Major Highlights for FY22

Total budget increase

1,961

-Proposed budget increase is due to an increase in M&T Incentives.

## In FY22 the Economic Development Budget will:

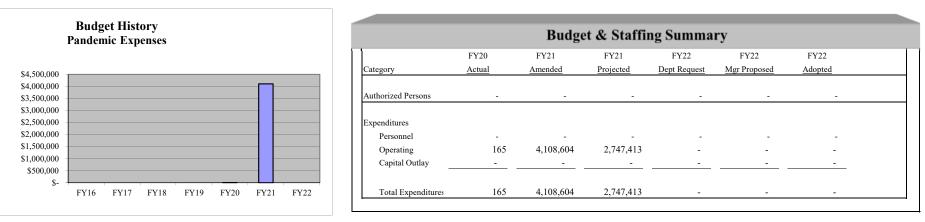
- Provide funding for CRI
- Provide funding for the Culpeper Museum
- Provide funding for M&T Incentives

FY19	FY20	FY20			FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	
neren		nerent			ILD OF TED		1 1 2 1	REQUEST	TROFOSED	nibol i El
			Dept 8105 ECONOMIC DE	EVELOPMENT						
			OTHER CHARGES							
150,000	150,000	150,000	56130 Contributions -	CRI	150,000	150,000	150,000	150,000	150,000	150,0
10,895	10,895	10,895	56131 Contributions -	Museum	10,895	10,895	10,895	10,895	10,895	10,8
74,607	95,266	78,343	56132 M & T Incentiv	es	53,882	53,882	53,882	55,843	55,843	55,8
			Ardent Mills Appl 2020Assessment S							
			Ardent Mills Appl 2020 Assessment							
			Ardent Training 2 \$1,016,000	2,032						
			TE Connectivity A 2020 Assessment							
			TE Connectivity 3	2,654						
			TE Connectivity 3	664						
			Merchants Traini	ng Incentive 1,578						
			Toll Training	627						
-	0	0	56133 Business Site R	eadiness Prog	0	0	0	0	0	
-	(50,000)	(50,000)	56134 CRI - Reimb &	Recoveries	0	0	0	0	0	
235,502	206,161	189,238	ECONOMIC DEVELOPM	ENT TOTAL	214,777	214,777	214,777	216,738	216,738	216,7

# Mission:

Pandemic Expeditures funded by anticipated CARES Act Funding.

# **Budget and Staff Resources:**



Major Highlights for FY22

Total budget increase

(4,108,604)

\$

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dep	t 8199 PANDEMIC EXPENDITURES						
			SEF	RVICES - PURCHASED, SHARED, INTERN	IAL					
-	0	0		51314 Consulting Services	0	0	47,413	0	0	0
			OT	HER CHARGES						
-	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
			MIS	SCELLANEOUS ITEMS						
-	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	PAI	NDEMIC EXPENDITURES TOTAL	-	4,108,604	2,747,413	-	-	-

							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			Dept 9900 DEBT SERVICE						
			DEBT SERVICE						
-	0	0	89500 Lease Payments - Principal	0	0	0	0	0	(
638,036	659,548	659,548	89508 2010 GOB \$19.25M Principal	677,804	677,804	677,804	0	0	(
-	0	0	89509 2008 GOB - Principal	0	0	0	0	0	(
			General Fund-Debt Service-2011						
-	0	0	89511 GOB Issue Principal	0	0	0	0	0	(
215,000	2,729,987	2,729,987	89512 2012A GO Bonds - Principal	140,000	140,000	0	0	0	(
223,000	2,864,000	2,864,000	89513 2013A GO Bond - Principal	267,000	267,000	0	0	0	(
113,000	0	0	89514 2014A&B GO Bond - Principal	0	0	0	0	0	(
95,000	100,000	100,000	89516 2016 Bond-Principal	105,000	105,000	105,000	770,000	770,000	770,000
-	0	0	89517 2020 Bond Refunding Principal	0	0	477,000	462,000	462,000	462,000
56,288	33,525	33,526	89608 2010 GOB \$19.25M Interest	10,167	10,167	10,167	0	0	(
-	0	0	89609 2008 GOB - Interest	0	0	0	0	0	
			General Fund-Debt Service-2011						
-	0	0	89611 GOB Issue Interest	0	0	0	0	0	
69,299	78,349	78,350	89612 2012A GO Bonds - Interest	59,047	59,047	0	0	0	
83,701	94,140	94,141	89613 2013A GO Bond - Interest	70,324	70,324	0	0	0	
1,291	0	0	89614 2014A&B GO Bond - Interest	0	0	0	0	0	
232,000	228,100	228,100	89616 2016 Bond-Interest	224,000	224,000	224,000	206,650	206,650	206,65
-	0	0	89617 2020 Refunding Interest	0	0	54,971	66,346	66,346	66,340
-	44,612	44,643	89710 Bond Issuance Cost	0	0	0	0	0	
1,726,615	6,832,261	6,832,294	DEBT SERVICE	1,553,342	1,553,342	1,548,942	1,504,996	1,504,996	1,504,996
1,720,015	0,032,201	0,032,294		1,555,542	1,555,542	1,340,942	1,504,990	1,504,990	1,304,990
17,787,669	24,171,056	23,245,414	TOTAL EXPENDITURES	18,193,939	22,686,304	21,324,168	20,046,816	19,673,507	19,673,507

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			D								
			Dept 9950 1	RANSFERS							
				Transfer to Capital (Non-Committed							
-	0	0	89960	Reserves)		0	0	0	0	0	(
				Committed Reserves							
				Transfer Cap - Sanitation Equip							
-	0	0	89961	Replacement		114,000	114,000	114,000	(139,000)	(139,000)	(139,000)
				Transfer - Capital Reserve Fund							
-	715,844	0	89962	(Committed Reserves)		242,384	242,384	242,384	278,056	278,056	278,056
				Parking Authority	52,300						
				Major Capital Improvement Fund							
				Reserve	218,256						
				Cash Funding Capital Equipment	-						
				E-Ticketing	7,500						
-	24,000	0	89964	Special tax districts		26,000	26,000	26,000	22,912	22,912	22,912
-	739,844		TRANSFE	lS		382,384	382,384	382,384	161,968	161,968	161,968
			Dent 9990 (	CONTINGENCY - RESERVED							
				Contingency							
			9990	Contingency - Unreserved							
-	0	0	CONTING	ENCY - RESERVED		0	0	0	0	0	
17,787,669	24,910,900	23,245,414	TOTAL EX	<b>KPENDITURES &amp; TRANSFERS</b>		18,576,323	23,068,688	21,706,552	20,208,784	19,835,475	19,835,475

					1								
			_										
			_								FY22	FY22	FY22
FY19	FY20	FY20	_					FY21	FY21	PROJECTED		MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL	_					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
ACTUAL	AMENDED	ACTUAL						ADOI IED	AMENDED	F 1 2 1	REQUEST	TROFOSED	ADOI IEL
			RE	VENUE	S / 01	THER SOURCES							
			RE	SERVE	BAL	ANCES							
0	3,919,252	0		45600	Unde	esignated Unreserved Fund Balance		0	3,632,444	3,632,444	0	0	
0		0		45610				0			0	0	
0	0	0				Proceeds		0	0	0	0	0	
0	5,216,000	5,216,000		42152	Refu	nding Bond Proceeds		0	0	0	0	0	
0	0	0		42155	Rese	rves-Sanitation Equipment		0	0	0	0	0	
					Rese	rves-Special Tax Districts							
			MI	SCELL									
						ations							
0	0	0		44560	Capi	tal Contributions		0	0	0	0	0	
			GR	RANTS/F		NUE FROM GOVERNMENT							
				1		l Grant Proceeds							
162,646	0	98,161				t Proceeds		0			/	166,000	166,0
0		0				ation-Parks & Rec Imp Fund		0		67,000	0		
0		65,993				e Grants		0					
0		35,443				Loop VDOT Reimbursement		0		-			
0	-,,	0				sfer from Reserves		0	, ,	788,898	130,500		130,5
0	573,879	0	~			sfers-Capital Fund		0	0	0	0	0	
			CA	PITAL		RIBUTIONS							
			TH			Proffer							
0	0	0	FU.	ND TRA				0	0	0	0	0	
0	0	0		89960		sfer To Capital Fund		0	0	0	0	0	
						sfer ElecG/F Capital sfer Water-G/F Capital							
						sfer W/W-G/F Capital							
			-		Trans	sier w/w-0/F Capital							
162,646	10,937,879	5,415,597	то	TAL RI	VEN	UES / OTHER SOURCES		-	4,888,342	4,488,342	296,500	296,500	296,50
102,040	10,757,077	5,415,557	10			CES / OTHER SOURCES			4,000,542	4,400,542	290,500	290,500	270,50
				+									-
470,831	875,000	655,401	Pro	piect 091	62 La	nd Acquisition		0	1,099,599	699,599	0	0	
,	,		CA	PITAL (	DUTL	AYS			,,				
				77010	Acqui	isition							
450.001	075.000	(22.401						0	1 000 500	(00.500			
470,831	875,000	655,401	10	TAL La	nd Ac	equisition		0	1,099,599	699,599	0	0	
0	21,977	21,977	Dro	viaat 000	05 Ko	yless Entry - Card Reader system		0	0	0	0	0	-
0	21,7//	21,7//		PITAL (				0	0	0	0	0	
	+		CA			ss Entry/Card Reader						0	
				//200	neyle	ss Lini y Curu Reuver						0	
0	21,977	21,977	то	TAL Ke	vless	Entry - Card Reader system		0	0	0	0	0	
0	21,577	-1,777	- 10					0	0		0		
0	37,222	0	Pro	niect A9A	07 Sm	rveillance Cameras	1	0	37,222	37,222	0	0	

FY19	FY20	FY20		FY21	FY21 PROJEC	FY22 CTED DEPT	FY22 MGR	FY22 COUNCII
ACTUAL	AMENDED	ACTUAL		ADOPTED				
			CAPITAL OUTLAYS			in ingener	THOTOSED	
			77200 Machinery & Equipment				0	
0	27.222	0		0	27.222	22.222	0	
0	37,222	0	TOTAL Surveillance Cameras	0	37,222	37,222 (	0	
0	87,827	0	Project 09121 Additional Technology Cable	0	0	0 (	0 0	
			CAPITAL OUTLAYS					
			77040 GF - Cap - Add'l. Tech-Infrastructure					
0	87,827	0	TOTAL Additional Technology Cable	0	0	0 (	0	1
2,798	0	(571)	Project 09122 IT System Improvements	0	0	0 (	0 0	
			CAPITAL OUTLAYS					
			77600 Computer Hardware & Equipment 77650 Computer Software					
2,798	0	(571)	TOTAL IT System Improvements	0	0	0 (	0	
32,287	72,793	72,066	Project 09125 In Car Communication CAPITAL OUTLAYS	0	0	0 0	0 0	
			77200 Machinery & Equipment					
32,287	72,793	72,066	TOTAL In Car Communication	0	0	0 (	0	
74,223	35,575	35,554	Project 09126 PD Vehicle Computers	0	0	0 0	0	
74,225	33,373	55,554	CAPITAL OUTLAYS	0	0	0 (	0	
			77600 Computer Hardware & Equipment					
			Additional In-Car Computers					
54.000	25.575	25.554						
74,223	35,575	35,554	TOTAL In Car Communication	0	0	0 0	0 0	
0	0	0	Project 09127 Records Management	0	0	0 (	0	
			CAPITAL OUTLAYS					
			77650 Computer Software					
0	0	0	TOTAL Records Management	0	0	0 0	0	
0	0	0		0	0	0 (	0	
205,913	72,634	43,312	Project 09130 Computer/Server Replacement	0	15,934	15,934 (	0	
			CAPITAL OUTLAYS					
			77200 Machinery & Equipment					

	1										1
									FY22	FY22	FY22
FY19	FY20	FY20			- · · ·	FY21	FY21	PROJECTED		MGR	COUNCI
ACTUAL	AMENDED	ACTUAL	TOTALC		A	DOPTED	AMENDED		REQUEST	PROPOSED	
205,913	72,634	43,312	IOTAL Co	nputer/Server Replacement		0	15,934	15,934	0	0	
7,242	37,723	6,807	Ducie of 0020	9 Financial System Upgrade		0	30,916	30,916	0	0	
7,242	57,725	0,007	CAPITAL O			0	50,910	50,910	0	0	
				Computer Hardware and Equipment							
				Computer Software							
			77050	Computer Software							
7,242	37,723	6,807	TOTAL Fin	ancial System Upgrade		0	30,916	30,916	0	0	
7,242	51,125	0,807	TOTALTI	anciai System Opgrade		0	50,910	50,910	0	0	
0	19,900	19,878	Project 0921	1 Network Backup and Hardware Recover	rv	0	0	0	0	0	
0	19,900		CAPITAL O			0	0	0	0	0	
				Computer Hardware & Equipment							
0	19,900	19,878	TOTAL Net	work Backup and Hardware Recovery		0	0	0	0	0	
				· · · · · ·							-
489,486	380,540	32,530	Project 0900	5 Vehicle/Equipment Replacement		0	340,089	340,089	0	0	
			CAPITAL O	UTLAYS							
			77500	Vehicle/Equipment Replacement							
489,486	380,540	32,530	TOTAL Vel	nicle/Equipment Replacement		0	340,089	340,089	0	0	
0	91,530	0		0 State Route 3 Corridor Improvements		0	0	0	0	0	
			CAPITAL O								
			77040	Infrastructure							
0	91,530	0	State Doute	3 Corridor Improvements		0	0	0	0	0	
0	91,550	0	State Route	5 Corridor Improvements	-	0	0	0	0	0	
0	33,845	3,396	Project 0929	4 Yowell Meadow Park Improvements		0	30,449	30,449	89,000	89,000	89.0
0	55,645		CAPITAL O			0	50,447	50,47	87,000	87,000	07,0
				Infrastructure					0		
									•		
				Replacement of low water pedestrian							
				bridge at Yowell Meadow Park with a							
				new prefabricated pedestrian truss							
				bridge that will be safer and less prone	2						
				to flooding.							
				Machinery & Equipment							
				Furniture & Fixtures							
			75216	Engineering							
0	33,845	3,396	TOTAL Yo	vell Meadow Park Improvements		0	30,449	30,449	89,000	89,000	89,0
	157 500	140.200	D	4 O'demailer Traditional Dilamon D. 1. (		0	17.110	17.110			
0	157,500	140,388		4 Sidewalks, Trails and Bikeway Projects	_	0	17,112	17,112	0	0	
			SERVICES		1 1						1

										FY22	FY22	FY22
FY19	FY20	FY20	<u> </u>				FY21	FY21	PROJECTED	F Y 22 DEPT	F Y 22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED				PROPOSED	ADOPTED
ACTUAL	AMENDED	ACTUAL	CAPITAL	OUTL	AYS		ADOITED	AMENDED	1121	REQUEST	TROFOSED	ADOI IEE
					structure							
				~	inery & Equipment							
0	157,500	140,388	TOTAL S	idewall	ks, Trails & Bikeway Project		0	17,112	17,112	0	0	
70,887	30	30			Vestern Inner Loop		0	0	0	0	0	
			SERVICES									
				-	m & Engineering							
			-	0	Services							
				5	ssional Fees/Bond Council Fees							
			CAPITAL	1								
					Acquisition							
			7704	0 Infras	structure							
			<mark></mark>									
70.007	20	20	TOTALN		x x		0	0	0	0	0	
70,887	30	30	<u> </u>	estern	Inner Loop		0	0	0	0	0	
0	0	0	Project 09	395 - R	t. 229 Widening Project		0	0	0	0	0	
0	0		CAPITAL				0	0	0	0	0	
					Acquisition							
					structure (match under VDOT Rev. Sharing)							
				Ū								
0	0	0	TOTAL R	.t. 229 V	Widening Project		0	0	0	0	0	
112,413	598,338	37,779			lewalk TAP Grant		0	560,559	560,559	207,500	207,500	207,5
			SERVICE									
			7521	6 Desig	m & Engineering	12.2.0						
			<mark></mark>		Ira Hoffman (20% local match) Sperryville Pike (20% local match)	13,340						
					sperryville Fike (20% local maich)	28,160						
			CAPITAL	OUTL	AY							
					structure							
112,413	598,338	37,779	TOTAL S	idewal	k TAP Grant		0	560,559	560,559	207,500	207,500	207,5
												-
0	348,846	0			affic Signal Safety Improvements		0	0	0	0	0	
			CAPITAL									
			7704	0 Infras	structure							
0	240.046		TOTAL	C	S'		0					
0	348,846	0		rattic	Signal Safety Improvements		0	0	0	0	0	
0	120,000	93,307	Project A0	240 W	ayland Manor Public Improv		0	0	0	0	0	-
0	120,000	95,507	CAPITAL				0	0	0	0	0	
			CALITAL	JUIL								

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
					-			<u> </u>		
0	120,000	93,307	TOTAL Wayland Manor Public Improv		0	0	0	0	0	0
										-
0	97,000	50,899	Project 09243 Blue Ridge Sidewalk & Culvert		0	46,101	46,101	0	0	0
			SERVICES							
			75216 Engineering services							
			CAPITAL OUTLAY							
			77040 Infrastructure							
0	97,000	50,899	TOTAL Blue Ridge Sidewalk & Culvert		0	46,101	46,101	0	0	
	0		Ductor (00244 Washend Dd Siderry III & Colored		0	0	0		0	
0	0	0	Project 09244 Wayland Rd Sidewalk & Culvert SERVICES		0	0	0	0	0	
			SERVICES           75216         Engineering services							
			CAPITAL OUTLAY							
			77040 Infrastructure							
0	0	0	TOTAL Wayland Rd Sidewalk & Culvert		0	0	0	0	0	
0	0	0	Project 09167 - Downtown Planning Projects		0	50,000	50,000	0	0	
			CAPITAL OUTLAYS							
			77040 Infrastructure							
0	0	0	TOTAL New Park Acquisitions		0	50,000	50,000	0	0	(
49,440	212,035	212,035	Project 09295 Rockwater Park Improvements		0	295,000	295,000	0	0	
			CAPITAL OUTLAYS							
			77040 Infrastructure							
			77200 Machinery & Equipment							
49,440	212,035	212,035	TOTAL Rockwater Park Improvements		0	295,000	295,000	0	0	
	212,033	212,033			0	275,000	275,000	0	0	
102,910	2,421,564	108,453	Project 09390 Route 522 Corridor Improvements		0	2,313,111	2,313,111	0	0	
- ,	, ,		SERVICES			) <u>)</u>	, ,			
			75216 Engineering services							
			CAPITAL OUTLAY							
			77040 Infrastructure							
102,910	2,421,564	108,453	TOTAL Route 522 Corridor Improvements		0	2,313,111	2,313,111	0	0	
										-
1 000 770		1.457.0.11				4 600 2 17				-
1,988,530	5,721,879	1,467,841	sub-total all capital projects		-	4,888,342	4,488,342	296,500	296,500	296,500
		<mark>-</mark> -	Dept 9990 CONTINGENCY - UNRESERVED							-
0	0	0	89990 CONTINGENCY - UNRESERVED							
0	0	0	67770 Contingency							

											FY22	FY22	FY22
FY19	FY20	FY20						FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL						ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
0	0	0				fer To Capital (NonCommitted)		0	0	0	0	0	
0	5,216,000	0		89965	Trans	fer Out - Capital		0	0	0	0	0	
0	5,216,000	0	CO	NTING	ENCY	- UNRESERVED		0	0	0	0	0	
			Dep	ot. 9991 (	CONT	INGENCY - RESERVED							
				89990	Unde	signated							
				89991	Conti	ngency - Bond proceeds							
0	0	0	CO	NTING	ENCY	- RESERVED		0	0	0	0	0	-
													-
1,988,530	10,937,879	1,467,841		TOTAI	GEN	ERAL CAPITAL FUND EXPENDITU	RES	-	4,888,342	4,488,342	296,500	296,500	296,500
				Revenue	es Ove	r (Under) Expenditures		-	-	-	-	-	-

### TOWN OF CULPEPER Water - Fund Summary FY22 BUDGET

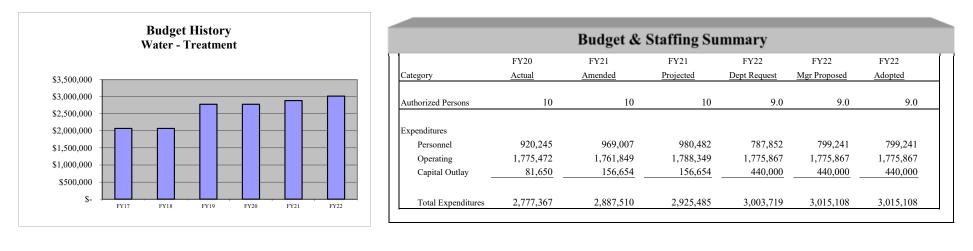
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			C	DPERATING FUND:						
3,934,941	12,548,877	4,576,106	Т	OTAL WATER FUND REVENUES	4,669,260	4,746,850	4,793,299	4,870,843	4,889,794	4,889,794
2,241,879	2,710,400	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	Т	OTAL EXPENDITURES	4,669,260	4,746,850	4,796,212	4,870,843	4,889,794	4,889,794
(888,933)	-	(1,361,009)	R	EVENUES OVER (UNDER) EXPENDITURES	-	-	(2,913)	-	-	-
			-							
			C	CAPITAL FUND:						
8,167,148	2,091,556	673,300	Т	OTAL 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	Т	OTAL EXPENDITURES	399,900	634,733	634,733	397,800	397,800	397,800

FY19 ACTUAL									FY22
	FY20	FY20		FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	COUNCIL
A7 "T1 A1	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
ACTUAL	AMENDED	ACTUAL		ADOFTED	AMENDED	F 1 2 1	REQUEST	FROFUSED	ADOFTED
			RESERVE BALANCES						
0	198,447	0	45600 Reserves	0	74,183	74,183	0	0	(
	1,0,				, 1,100	7.,100			
			METERED SALES						
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
			UTILITY FEES						
50	0	0	43310 After Hours Reconnection Fee	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
11,327	13,000	15,890	43330 Disconnect Fees	25,000	25,000	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
35,864	35,000	42,669	43340 Meter Fees	35,000	35,000	45,000	45,000	45,000	45,000
88,096	0	5,067	42000 AMR Surcharge	0	0	0	0	0	(
			UTILITY CHARGES, MISCELLANEOUS						
7,587	13,000	0	43580 Time & Material Charges - Misc.	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
			REVENUE FROM USE OF MONEY						
78,479	200,000	54,630	42360 Interest on Investments	40,000	40,000	40,000	40,000	40,000	40,000
1,697	0	0	42361 Interest Income - Loans	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
0	0	9,414	42370 Realized Gain/Loss-Inves	0	0	0	0	•	(
49,110	0	53,411	42375 Unrealized Gain/Loss-Inves	0	0	0	0	0	
			MISCELLANEOUS						
5,954	0	993	45525 Insurance Claims & Recoveries	0	0	0	0	0	(
0	0	0	42065 CARES Act Funding	0	0	82,449	0	0	(
323	0	1,772	45550 Miscellaneous	0	0	0	0	0	(
0	0	30	45552 LPA - Miscellaneous	0	0	\$	0		
0	0	652,289	45560 Developer Contributions	0	0		0		
434	1,000	527	44580 Sale Of Salvage & Surplus Materials	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	2,00
0	0	(79,427)	44586 Sale of Capital Assets	0	0		0		
0	0	0	42061 Grants for Dam Project	0	0		0		
166	0	138	45597 LPA Taxable Sales	0	0	Ū	0	0	
660	750	160	45598 Gazebo Rental Fees OCS/LPA	750	750		750		75
22,732	22,000	19,125	45599 LPA Boat Rental Fees	15,000	15,000	20,000	20,000	20,000	20,00
			TRANSFERS						
0	462,680	0	44960 Transfer from Reserves	854,510	857,917	857,917	693,784	712,735	712,73
0	7,659,000	0	44971 Transfer In-Capital Fund	0	0	0	0	÷	
3,934,941	12,548,877	4,576,106	TOTAL REVENUES / OTHER SOURCES	4,669,260	4,746,850	0 4,793,299	4,870,843	0 4,889,794	4,889,794

## 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:**



Total Budget Increase

127,598

\$

# Major Highlights for FY22:

- 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)

### In FY22 the Water 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.

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			3700-WATER TREATMENT							
			PERSONNEL - WAGES & BENEFITS							
465,530	619,240	575,597	50010 Salaries		629,473	674,197	674,197	533,789		545,034
40,259	35,000	100,747	50020 Salaries - Overtime		50,000	50,000	,	50,000	2	50,000
29,016	35,899	39,851	50110 Social Security Tax		37,085	39,858	39,858	31,697	32,337	32,337
6,919	8,601	9,479	50120 Medicare Tax		8,867	9,516		7,611	7,780	7,780
89,456	106,095	88,379	50130 Health Insurance		98,188	104,188	104,188	90,678		88,584
(12,412)	0	24,730	50132 OPEB Health Insurance		0	0		0		0
(16,548)	62,864	70,843	50140 VRS Retirement		70,390	75,386		59,701	60,957	60,957
6,149	8,151	2,144	50145 VRS Group Life Insurance		8,450	9,049		7,165	7,316	7,316
342	1,056	872	50150 VRS Disability Insurance		721	721	721	935		957
4,791	13,851	5,761	50160 Worker's Comp. Insurance		6,093	6,093	6,093	6,276		6,276
0	0	1,843	50169 Hazard Pay		0	0	11,475	0	0	0
			SERVICES - PURCHASED, SHARED, INTERNAL							
0	0	3,795	50210 Health & Medical Services		0		*	0	· · · · · · · · · · · · · · · · · · ·	0
19,425	10,000	20,689	51314 Consulting Services		20,000	20,000		0		0
0	30,000	863	51316 Engineering Services		15,000	10,000		15,000	15,000	15,000
26,998	30,000	14,332	51317 Lab Testing		30,000	30,000	20,000	20,000		20,000
0	2,000	0	51318 Legal Services		2,000		2,000	2,000		2,000
13,451	15,000	7,421	53230 R&M - Building & Grounds		15,000	15,000		15,000		15,000
19,516	15,000	23,263	53235 R&M - Plant		20,000	20,000	20,000	0		0
8,205	12,000	21,439	53238 R&M - Infrastructure		12,000	12,000	8,000	8,000	8,000	8,000
			Regular repair and maintenance of							
			water treatment system infrastructure.				10.000	40.000	10.000	40.000
22,327	20,000	43,545	53240 R&M - Equipment		20,000	20,000	2	40,000	,	40,000
0	0	17	53249 R&M - Misc. / Other		0	0	-	0		0
7,287	13,500	10,139	53250 Maintenance Service Contract		15,000	15,000	15,000	15,000	15,000	15,000
			SCADA system support	5,000						
			eWorkOrders service annual subscription	4.000						
			<i>Elevator maintenance</i>	4,000						
			Boiler Maintenance	1,500 2,500						
			Botter Maintenance           HVAC maintenance	2,500						
0	0	410	52400 Printing and Binding	2,000	0	0	0	0	0	0
0	0	196	52400 Frinting and Binding 52410 Advertising		200	•	\$	200	· · · · · · · · · · · · · · · · · · ·	200
3,804	4,000	6,540	51451 Uniform Rentals		4,500			4,500		4,500
5,804 798,818	4,000	841,898	52520 Billing & Administrative Support		4,300	880,324		781,054		781,054
3,500	3,500	3,500	53520 Motor Pool		3,500			3,500	/	3,500
6,000	6,000	6,000	53525 Moving, mulching & trimming		6,000	6,000		6,000	6,000	6,000
0,000	0,000	0,000	55525 mowing, matching & uninning		0,000	0,000	0,000	0,000	0,000	0,000
			OTHER CHARGES							
284,205	250,000	238,823	55610 Electrical Services		250,000	250,000	250,000	250,000	250,000	250,000
3,926	6,000	6,586	55620 Heating Services		6,000	6,000		6,000	,	6,000
0	,	113	55630 Water Services		0,000		,	500		500

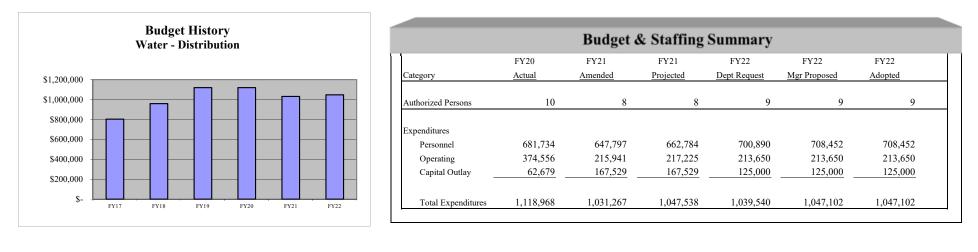
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
					1 60 000		1.60.000			
112,994	80,000	227,396	53640 Sewage Services		160,000	160,000	160,000	200,000	200,000	200,000
103	120	14	53660 Disposal Fees		120	120		120	120	120
(1,129)	0	484	52710 Postal Services		0	0	200	500	500	500
8,376	5,000	12,225	52720 Telecommunications		6,000	6,000	10,000	10,000		10,000
1,343	1,650	796	55810 Boiler & Machinery Insurance		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 1,500	443		443
1,268	1,750	1,267	55840 Motor Vehicle Insurance		1,500 10,892	1,500 10,892	1,500	1,500	1,500 12,000	1,500
	15,000		55870 General Liability Insurance					,		
7,078	5,000 500	15,868	51920 Education & Training 52010 Lodging		7,000 2,000	7,000 2,000	14,000 2,000	14,000	14,000 2,000	14,000
1,109	1,200	1,445	52010 Lodging 52015 Meals		2,000	2,000	2,000	2,000	1,500	2,000
		468	52015 Meals		1,500	1,500	1,500	1,500		
133	500	408	52018 ITavel		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
2,719	3,000		52210 Dues & Assoc. Memberships		3,000	3,000	3,000	3,000	3,000	3,000
0	0	4,822	56500 Pandemic Expenses		0	0	0	0	v	0
	0				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	53550 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)	25.000						
			Lime	35,000 22,000						
			Fluoride	22,000						
			Sodium Hypochlorite	27,000						
			Sodium Hypochiorite Sodium Permanganate	25,000						
			Corrosion Inhibitor	30,000						
			Corrosion Innibilion Copper Sulfate/BioSafe	58,000						
			Polymer	38,000						
31,032	30,000	30,156	53650 Laboratory Supplies	5,000	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
0	0,000	0			0	0		0,000	,	0,000
	0		CAPITAL OUTLAYS			Ū		0		0
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		25,000		0

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
448	0	1,587	77600 Computer Equipment		0	0	0	0	0	0
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	125,000	79,603	78956 Major Process Equipment Replacement		100,000	135,744	135,744	415,000	415,000	415,000
			Replacement of major process							
			equipment, if needed.	25,000						
			Phase 2 distribution filter trough							
			replacement with new stainless steel							
			filter trough installation.	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

## 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:**



Total Budget Increase \$ 15,835

# Major Highlights for FY22:

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

### In FY22 the Water 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.

FY19         FY20         FY20         FY20         FY21         FY21         FY21         FROERED AURCETED DEFT         MCR         COINS           ACTUAL         AMENDED         ACTUAL         ACTUAL         ACTUAL         FROERED         FROERED         MOPTED         MFX1D         REGUEST         FROERED         MOPTED         FROERED         MOPTED         MOPTED <th></th>											
ACTUAL         ANENDED         ACTUAL         Image: state of the state									FY22	FY22	FY22
Image: state in the s											COUNCIL
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$											
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$											
$\begin{array}{c c c c c c c c c c c c c c c c c c c $											
$\begin{array}{c c c c c c c c c c c c c c c c c c c $	177 70 1	471.010	456 201			467.570	422.022	422.022	416 600	124.0(0	121.000
$\begin{array}{c c c c c c c c c c c c c c c c c c c $	,	,									424,969
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	- )	.,				,		,			40,000
$\begin{array}{c c c c c c c c c c c c c c c c c c c $		,				0	Ŷ	Ů			24,547
$\begin{array}{c c c c c c c c c c c c c c c c c c c $											24,347 5,771
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	,	,				,	,		,		106,725
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$										· · · · · · · · · · · · · · · · · · ·	47,476
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $		/									5,699
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $		/		I							939
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$											12,326
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	,	,				,	,	/	,	,	12,320
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	0	0	2,032			0	0	14,987	0	0	0
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$				SERVICES - PURCHASED, SHARED, INTERNAL							
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$	0	0	0			0	0	0	0	0	0
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$		v				*	-				0
$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	•	*					Ŷ	v			5,000
$\begin{array}{ c c c c c c c c c c c c c c c c c c c$	97.116							,			0
$\begin{array}{c c c c c c c c c c c c c c c c c c c $		/				100.000	100,000				100,000
$\begin{array}{c c c c c c c c c c c c c c c c c c c $		,									5,000
$\begin{array}{c c c c c c c c c c c c c c c c c c c $											1,000
Image: Contract of the state of th		,				,	,	/	,		8,450
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$		,		Fire extinguisher maintenance	1.000	,	,	,	,		
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$				eWorkOrders subscription	4,000						
$ \begin{array}{ c c c c c c c c c c c c c c c c c c c$					1,700						
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $				Railroad	600						-
1,743       2,500       2,199       51451       Uniform Rentals       2,500       2,500       2,500       2,500       2,500         6,500       1,500				HVAC maintenance	1,150						
6,500       6,500       6,500       6,500       6,500       6,500       6,500       6,500         4,000       4,500       3,538       55610       Electrical Services       4,500       4,500       3,500       3,500       3,500         1,888       1,600       69       55620       Heating Services       1,600       1,600       1,500       1,500       1,500         3,008       3,500       2,023       52675       Miss Uility Tickets       3,500       3,500       2,500       2,500       2,500         863       1,000       3,710       postal Services       1,000       1,000       500       500       500         9,341       6,000       5,888       52720       Telecommunications       6,000       6,000       6,000       6,000         1,081       1,475       1,082       55840       Motor Vehicle Insurance       1,115       1,115       1,115       1,200       1,200         1,081       1,475       1,082       55840       Motor Vehicle Insurance       1,115       1,115       1,115       1,200       1,200         1,815       3,000       407       52010       Lodging       0       0       0       0       0,00 <td>0</td> <td>0</td> <td>0</td> <td>52400 Printing and Binding</td> <td></td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td>	0	0	0	52400 Printing and Binding		0	0	0	0	0	0
OTHER CHARGES         OTHER CHARGES <thother cha<="" td=""><td>1,743</td><td>2,500</td><td>2,199</td><td>51451 Uniform Rentals</td><td></td><td>2,500</td><td>2,500</td><td>2,500</td><td>2,500</td><td>2,500</td><td>2,500</td></thother>	1,743	2,500	2,199	51451 Uniform Rentals		2,500	2,500	2,500	2,500	2,500	2,500
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $	6,500	6,500	6,500	53520 Motor Pool		6,500	6,500	6,500	6,500	6,500	6,500
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $											
$\begin{array}{c c c c c c c c c c c c c c c c c c c $											
3,008         3,500         2,023         52675         Miss Utility Tickets         3,500         3,500         2,000         2,000         2,000 </td <td></td> <td>/</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>3,500</td>		/									3,500
863         1,000         377         52710         Postal Services         1,000         1,000         500         500         500           9,341         6,000         5,888         52720         Telecommunications         6,000         0,000         2,000         2,000         2,000         2,000         1,200         1,200         1,200         1,200         1,200         1,200         1,200         1,200         1,200         1,500         1,500         1,500         1,500         1,500         1,500         1,500         1,500         1,500         1,500         1,500											1,500
$\begin{array}{c c c c c c c c c c c c c c c c c c c $											2,500
176         250         171         55830         Contractor's Equipment Insurance         176         176         176         200         200           1,081         1,475         1,082         55840         Motor Vehicle Insurance         1,115         1,115         1,115         1,200         1,200           1,815         3,000         407         51920         Education & Training         2,000         1,500		,				,	,				500
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $						,					6,000
1,815         3,000         407         51920         Education & Training         2,000 <td></td> <td>200</td>											200
230         1,500         0         52010         Lodging         0         0         0         1,500	,										1,200
$ \begin{array}{c c c c c c c c c c c c c c c c c c c $						,					2,000
12 200 0 52018 Travel 0 0 0 0 200 200		,				0		÷			1,500
						,					200
	12	200	0	52018 ITavei		0	0	0	200	200	200
MISCELLANEOUS ITEMS				MISCELLANEOUS ITEMS							

							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
898	200	300	52210 Dues & Assoc. Memberships	500	500		500		500
21,449	22,000	21,449	56240 Waterworks Fee	22,000	22,000	· · ·	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
10,223	10,000	8,754	53550 Vehicle Fuels	10,000	10,000	,	10,000	10,000	10,000
63	500	727	53555 Lube Oil	600	600		600		600
12,749	7,000	11,582	53560 Vehicle & Equipment Supplies	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
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	77300 Furniture & Fixtures	0	0	0	0	0	0
0	35,000	33,587	77500 Vehicle Replacement	0	0	0	0	ţ	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	ů	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
			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.						
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

							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			9900 DEBT SERVICE						
1,205,619	0	1,662,960	59000 Depreciation Expense	0	0	0	0	0	0
0		0	89502 2002 Refunding Bond Principal	0	0		0	0	0
12,198		12,729	89510 2010 GOB 19.25 Principal	13,259	13,259		0	0	0
240,000		3,910,000	89512 2012A Principal	250,000	250,000		0	0	0
86,000	867,000	867,000	89513 2013A GO Bond - Principal	90,000	90,000	0	0	0	0
149,000	3,250,000	3,250,000	89514 2014A&B Go Bond - Principle	160,000	160,000	0	0	0	0
0	0	0	89516 2016 Bond - Principal	0	0	0	10,000	10,000	10,000
0	0	0	89517 2020 Bond Refunding Principal	0	0	611,000	592,000	592,000	592,000
0	0	0	89602 2002 Refunding Bond Interest	0	0	0	0	0	0
399	652	(97)	89610 2010 GOB 19.25M Interest	199	199	199	0	0	0
94,909	113,440	74,094	89612 2012A GO Bonds - Interest	85,612	85,612	0	0	0	0
24,580	28,398	18,715	89613 2013A Go Bond - Interest	20,878	20,878	0	0	0	0
97,348	117,310	77,361	89614 2014 A&B Interest	90,122	90,122	0	0	0	0
3,509	4,550	3,509	89616 2016 Bond - Interest	4,550	4,550	4,550	4,300	4,300	4,300
0	0	18,069	89617 2020 Bond Refunding Interest	0	0	80,728	98,672	98,672	98,672
0	65,343	65,305	89710 Bond Issurance Costs	0	0	0	0	0	0
(487,198)	0	(8,039,729)	89799 Debt Principal Offset	0	0	0	0	0	0
1,426,364	8,369,421	1,919,917	DEBT SERVICE	714,620	714,620	709,736	704,972	704,972	704,972
			9925 DEPRECIATION						
			Depreciation						
-	-	-	DEPRECIATION	-	-	-	-	-	-
4,720,658	12,428,015	5,816,252	TOTAL EXPENDITURES	4,555,807	4,633,397	4,682,759	4,748,231	4,767,182	4,767,182
			9950 TRANSFERS						
103,215	120,863	120,863	89950 Tfer Water to GF - PILOT	113,453	113,453	113,453	122,612	122,612	122,612
			Transfer to Capital Fund						
103,215	120,863	120,863	TRANSFERS	113,453	113,453	113,453	122,612	122,612	122,612
			9990 CONTINGENCY - UNRESERVED						
			Contingency - Unreserved						
-	-	-	CONTINGENCY - UNRESERVED	-	-	-	-	-	-
4,823,873	12,548,877	5,937,115	TOTAL EXPENDITURES & TRANSFERS	4,669,260	4,746,850	4,796,212	4,870,843	4,889,794	4,889,794

FY19	FY20	FY20		FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
ACTUAL		Merene		ADOTTED	MALLADED	1121	REQUEST	TROFOSED	MDOITED
			REVENUES / OTHER SOURCES						
0	1,431,656	0	45600 Reserves	0	234,833	234,833	0	0	(
0	0	0	42150 Loan Proceeds	0	0	0	0	0	(
			CAPITAL CONTRIBUTION						
0		0	43845 Tap Fees - In Town	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	,
19,806	9,900	13,300	43844 Water Tap Fees - 1" Meter	9,900	9,900	9,900	0	0	
7,500	0	45,000	43848 Water Tap Fees - 1 1/2" Meter	0	0	15,000	0	0	
15,000	0	30,000	43849 Water Tap Fees - 2" Meter	0	0	,	0	0	
0	0	0	43880 Water Tap Fees - 3" Meter	0	0	-	0	0	
30,000	0	0	43881 Water Tap Fees - 4" Meter	0	0	1,681	0	0	(
			Tap Fees - Out of Town						
			REVENUE						
0	0	0	42360 Interest on Investments (designated taps)	0	0	0	0	0	
3,269,034	0	0	42063 Grant for Dam #11 Project-NRCS Grant	0	0		0	0	
2,534,547	0	0	42064 Grant for Dam #50 Project-NRCS Grant	0	0		0	0	
1,537,262	0	0	44765 State Grant	0	0		0	0	
0		0	44950 Transfer from Reserves	0	0		0	0	
			OTHER INCOME						
0	0	0	42151 L&P-Principal	0	0	0	0	0	(
			L&P-Interest						
0.1 (5.1.40	2 001 556	(72.200		200.000	(24.522	(01.01.4	205.000	205.000	205.000
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	(
14,770	500,000	11,025	SERVICES - PURCHASED, SHARED, INTERNAL	0	0	0	0	0	
			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	(
22.020			OACS VEHICLE DEDLACEMENT BDOODAW		0	0	0	^	
32,938	0	0	9065 VEHICLE REPLACEMENT PROGRAM	0	0	0	0	0	(
			CAPITAL OUTLAYS 77500 Vehicles						

FY19	FY20	FY20		FY21		FY21	PROJECTED		FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPT	ED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
32,938	-		VEHICLE REPLACEMENT PROGRAM		0	0	(	) 0	0	(
99,815	0	(2,193)	8956 - MAJOR PROCESS EQUIPMENT REPLACEMEN		0	0	(	0 0	0	1
			CAPITAL OUTLAYS							
			Moved to operating budget							
99,815	0	(2,193)	MAJOR PROCESS EQUIPMENT REPLACEMENT		0	0	(	) 0	0	
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Ū	(_,1)0)			0			<u> </u>	Ŭ	
4,700,378	375,000	6,023	8964 DAM #11		0	0	(	) 0	0	
			SERVICES - PURCHASED, SHARED, INTERNAL							
			75216 Engineering Services							
			CAPITAL OUTLAYS							
			77040 Infrastructure							
1 700 270	275.000	< 022			0					
4,700,378	375,000	6,023	DAM #11		0	0	(	0 0	0	
2,085,999	200,000	38,371	8965 DAM #50		0	0	(	) 0	0	
2,003,777	200,000	50,571	SERVICES - PURCHASED, SHARED, INTERNAL		0	0		, 0	0	
			75216 Engineering Services							
			CAPITAL OUTLAYS							
			77040 Infrastructure							
2,085,999	200,000	38,371	DAM #50		0	0	(	0 0	0	
87,902	0	0	8910 DISTRIBUTION SYSTEM IMPROVEMENTS		0	0	(	) 0	0	
01,502			SERVICES - PURCHASED, SHARED, INTERNAL		0				Ů	
			75216 Engineering Services							
			CAPITAL OUTLAYS							
			77040 Infrastructure							
			77200 Machinery & Equipment							
			Moved to operating budget							
87,902	0	0	DISTRIBUTION SYSTEM IMPROVEMENTS		0	0	(	0 0	0	
165,805	0	5,362	8911 SPRING ST REPURPOSING		0	0	(	) 0	0	
100,000	0	5,502	CAPITAL OUTLAYS		0	0		. 0	0	
			77040 Infrastructure							
165,805	0	5,362	SPRING ST REPURPOSING		0	0	(	) 0	0	
	Ū				5	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						

FY19	FY20				FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				Aclara AMR meter transmitting unit replacements as necessary to sustain metering system at multiple customer locations.						
0	100,000	0	AUTOMATE	D METER READING	200,000	300,000	300,000	200,000	200,000	200,000
	,				,	,	,	,	,	,
71,876	0	0		ERN AREA ELEVATED WATER TANK	0	0	0	0	0	0
				URCHASED, SHARED, INTERNAL						
			75216	Engineering Services						
<b>51</b> 0 <b>5</b> (	0		CONTURDN							
71,876	0	0	SOUTHERN .	AREA ELEVATED WATER TANK	0	0	0	0	0	0
91,125	10,135	89,430	8012 DOCKW	ATER PARK & WELL DEVELOPMENT	0	0	0	0	0	0
91,125	10,135		CAPITAL OU		0	0	0	0	0	0
				Infrastructure						
91,125	10,135	89,430	ROCKWATE	R PARK & WELL DEVELOPMENT	0	0	0	0	0	0
24,043	80,046	18,497		TER SYSTEM UPGRADE	0	61,549	61,549	0	0	0
			CAPITAL OU							
			77650	Computer Software						
24.043	80.046	18,497	COMDUTED	SYSTEM UPGRADE	0	61,549	61,549	0	0	0
24,043	80,040	10,49/	COMPUTER	SISIEM UIGRADE	0	01,549	01,549	0	0	0
1,525	398,475	325,191	9296 SPLASH	PARK & AMENITIES	0	73,284	73,284	0	0	0
,	,			URCHASED, SHARED, INTERNAL		, .	, .		-	
			75216	Engineering Services						
			CAPITAL OU							
			77040	Infrastructure						
1.525	200 475	225 101			0	72 204	72.294	0	0	0
1,525	398,475	325,191	SPLASH PAR	K & AMENITIES	0	73,284	73,284	0	0	0
			CAPITAL OU	TLAVS						
0	0	0	<u> </u>	Refund Tap Fees - Water	0	0	0	0	0	0
7,347	0	0		Gain/Loss on Disp of Cap Asst	0	0		0	0	0
7,347	0	0		TLAY TOTAL	-	-	-	-	-	-
. ,										
			9950 TRANSI	TER TO RESERVES						
	0		9960	Transfer						
-	-	-	TRANSFER 1	TO OPERATIONS	-	-	-	-	-	-
7 202 740	1.521.656	402 506	1		200.000	424.922	424.922	200.000	200.000	200.000
7,383,749	1,531,656	492,506	sub-tota	l of all capital projects	200,000	434,833	434,833	200,000	200,000	200,000

							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	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	197,80
			9990 CONTINGENCY - UNRESERVED						
			89990 Contingency						
0	7,659,000	0	89965 Transfer Out - Capital	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

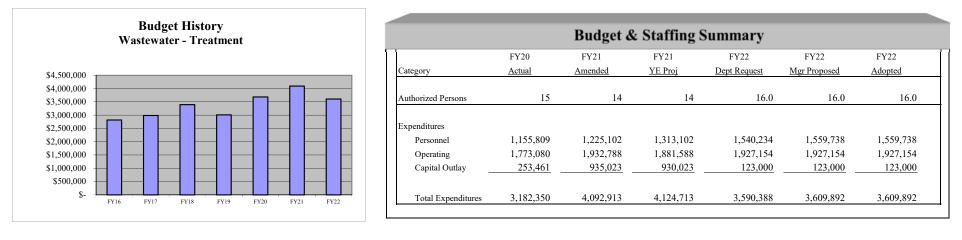
									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				OPERAT	ING FUND:						
4,864,452	5,659,949	5,598,645		TOTAL V	W/W REVENUES / OTHER SOURCES	5,949,567	6,153,897	6,438,081	5,518,972	5,541,589	5,541,589
3,012,707	3,688,274	3,182,350			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			COLLECTION	557,160	662,076	663,052	565,412	568,525	568,525
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
132,465	149,910	149,910			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 H	EXPENDITURES	5,949,567	6,153,897	6,186,673	5,518,972	5,541,589	5,541,589
			_	REVENU	ES OVER (UNDER) EXPENDITURES	-	-	251,408	-	-	-
				CAPITAI	L FUND:						
1,249,500	1,111,250	984,750		TOTAL V	W/W CAPITAL FUND REVENUES	611,250	611,250	611,250	811,250	811,250	811,250
-	-	-			Automated Meter Reading	-	-	-	-	-	-
145,782	-	(1,305)			I & I Rehabilitation Project	-	-	-	-	-	-
54,760	-	-			Major Process Equip Upgrade - WPCF	-	-	-	-	-	-
109,840	-	-			Vehicle & Equipment Replacement	-	-	-	-	-	-
					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	-	-	-	-	-	-
-	-	-		CON	TINGENCY - RESERVED/UNRESERVED	-	-	-	-	-	-
313,982	1,111,250	(1,305)		TOTAL H	EXPENDITURES	611,250	611,250	611,250	811,250	811,250	811,250

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
			RE	SERVE	BALANCES						
0	108,692	0			Reserves - Prior year balance	0	271,985	271,985	0	0	0
			M	TEREF	SALES						
4,436,702	4,808,000	4,752,599			Metered Sales - Wastewater	5,030,000	5,030,000	5,265,000	4,732,054	4,732,054	4,732,054
			UT	ILITY I	TEES						
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			Penalties	35,000	35,000	16,000	16,000	16,000	16,000
29,296	23,000	21,004			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
			UT		CHARGES, MISCELLANEOUS						
0	3,000	0			Time & Material Charges - Misc.	3,000	3,000	15,000	3,000	3,000	3,000
8,782	3,000	11,223			Time & Material Charges - Taps	3,000	3,000	7,000	7,000	7,000	7,000
2,250	20,000	19,750			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
			RE	VENUE	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
			MI	SCELL	ANEOUS						
0	0	0		42065	CARES Act Funding	0	0	75,762	0	0	0
0	0	0			Insurance Claims/Recoveries	0	0	0	0		
0	0	0			Reimbursements, Rebates & Recov	veries 0	0	0	0	•	
0	0	1			Miscellaneous	0	ÿ	0	ÿ		0
0	0	411,134			Developer Contributions	0	ÿ	0	ÿ	0	0
526	0	19			Sale of Salvage & Surplus Material		0	100	0	0	0
15,310	1,000	35,500			Sale of Surplus Equipment	1,000	1,000	1,000	1,000	1,000	1,000
0	0	0			Sale of Capital Assets	0	ÿ	0	ÿ		
0	0	0		44565	Used Oil Proceeds	0	0	0	0	0	0
			-	ANGER							
	400.057		TR		R FROM CAPITAL		(10.010	(10.012	E04.010	(07.525	(07.525
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	ТО	TAL RI	VENUES / 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:**



# Major Budget Highlights for FY22:

Total Budget Increase

(483,021)

\$

- 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.

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
											-
				TEWATER - TREATMENT							-
				EL - WAGES & BENEFITS							-
798,688	858,479	760,403		Salaries		806,137	804,740	,	987,281	1,007,385	1,007,385
71,096	50,000	140,793		Salaries - Overtime		70,000	70,000		140,000	140,000	140,000
49,085	48,492	53,440		Social Security Tax		46,178	46,543		58,850	60,060	60,060
11,762	11,547	12,496		Medicare Tax		10,995	11,079		13,964	14,266	14,266
185,919	189,982	154,027		Health Insurance		195,354	178,369	,	202,121	197,442	197,442
1,812	0	(4,431)	50132	OPEB Health Insurance		0	0	÷	0	0	0
23,538	86,739	17,436	50140	VRS Retirement		90,129	89,973		110,367	112,613	112,613
10,289	11,246	5,697		VRS Group Life Insurance		10,820	10,800		13,246	13,517	13,517
1,605	1,921	1,810	50150	VRS Disability Insurance		1,867	1,867	1,867	2,322	2,372	2,372
9,224	17,438	11,092	50160	Worker's Comp. Insurance		11,731	11,731	11,731	12,083	12,083	12,083
0	0	3,047	50169	Hazard Pay		0	0	18,000	0	0	0
				- PURCHASED, SHARED, INT	ERNAL						
0	0	1,887		Health & Medical Services		0	-		0	0	0
14,540	15,000	14,892		Consulting Services		15,000	15,000		15,000	15,000	15,000
8,625	30,000	0		Engineering Services		15,000	15,000	20,000	15,000	15,000	15,000
32,899	30,000	20,094	51317	Lab Testing		30,000	30,000	30,000	30,000	30,000	30,000
				Qrtly. Sludge Testing							
				Final Effluent							
				Hardness/Metals							
				Pretreatment Testing							
				Final Effluent Weekly							
				Testing							
				Misc. Including Bioassay							
0	5,000	0	51318	Legal Services		5,000	5,000	5,000	5,000	5,000	5,000
15,320	15,000	23,541	53230	R&M - Buildings & Grounds		18,000	18,000	25,000	25,000	25,000	25,000
20,913	20,000	16,143		R&M - Plant		20,000	20,000	10,000	15,000	15,000	15,000
9,477	23,000	12,730	53238	R&M - Infrastructure		20,000	32,500	56,000	20,000	20,000	20,000
121,287	85,000	139,408		R&M - Equipment		85,000	85,000	100,000	100,000	100,000	100,000
42	0	0		R&M - Misc. / Other		0	0	0	0	0	0
28,854	33,000	33,233	53250	Maintenance Service Contract		40,000	40,000	40,000	40,000	40,000	40,000
	,			Fire Extinguisher		,	^		,		,
				Maintenance	1,000						
				Hoist Safety Certification	3,000						
				SCADA Software Support	10,000						
				HACH Services/Instrument							
				maintenance and repairs	12,000						
				EworkOrders subscription	12,000						
				and services	2,000						
				Boiler Maintenance & Inspect							

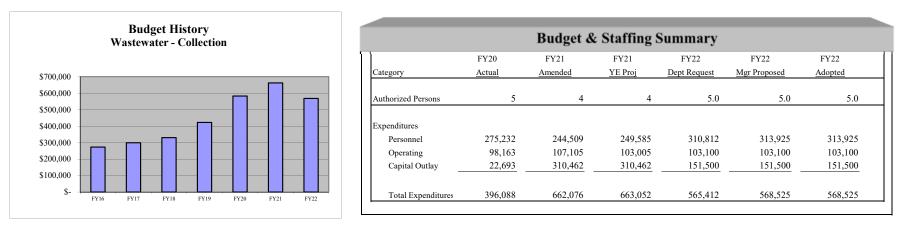
								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
				Specialty HVAC						
				maintenance services	6,000					
44,335	55,000	45,343		Sludge Disposal	45,000	45,000	50,000	50,000	50,000	50,000
0		175		Printing and Binding	0	0		0	0	0
0		337		Advertising	0	0	0	0	0	0
8,966	8,000	10,399		Uniform Rentals	9,000	9,000	9,000	9,000	9,000	9,000
674,559	706,341	706,341		Billing & Administrative Support	745,868	745,868	745,868	781,054	781,054	781,054
15,362	17,000	17,000		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
			OTHER C	LADGES						
202.957	200.000	2(9.407	OTHER CI	Electrical Services	200.000	200.000	270.000	200.000	200.000	200.000
302,857	300,000	268,497			300,000	300,000	270,000	300,000	300,000	300,000
53,900	75,000	57,316		Heating Services	75,000	75,000	75,000	75,000	75,000	75,000
15,197	25,000	13,109	55630	Water Services	25,000	25,000	20,000	20,000	20,000	20,000
11,626	12,000	9,924	53660	Disposal Fees	12,000	12,000	12,000	12,000	12,000	12,000
3,528	6,800	1,242		Postal Services	5,000	5,000	1,500	1,500	1,500	1,500
12,898	10,000	10,483	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		Fire / Property Insurance	2,080	21,000	21,000	21,000	21,000	2,500
3,746	5,000	3,204		Motor Vehicle Insurance	3,300	3,300	3,300	3,500	3,500	3,500
13,469	15,000	11,204		General Liability Insurance	11,540	11,540	11,540		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		Lease Copier	1,000	1,000	1,000	1,000	1,000	1,000
1,803	1,500	459		Lodging	1,500	1,500	1,500	1,500	1,500	1,500
1,305	1,250	1,788		Meals	2,000	2,000	2,000	2,000	2,000	2,000
1,505	400	488	52019	Travel	2,000	,	,	400	400	400
101							100			
			MISCELLA	ANEOUS ITEMS						
18,171	13,000	18,826	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						
0		0	52220	Bank Fees	0	0	0	0	0	0
0		2,268	56299	Miscellaneous	0	0	0	0	0	(
0	0	6,115	56500	Pandemic Expenses	0	0	0	0	0	(
			MATERIA							
3,280	2,000	2 (52		LS AND SUPPLIES	2 000	2,000	2,000	2,000	2,000	2 000
	2,000	2,653		Office Supplies Janitorial Supplies	2,000	2,000	,	2,000	,	2,000
865 12,097	1,000	1,001 9,647		Vehicle Fuels	9,000	9,000	1,200 9,000	9,000	1,200 9,000	1,200
12,097	8,000	9,647	53550	venicle Fuels	9,000	9,000	9,000	9,000	9,000	9,000

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
206	10,000	3,815	5355			10,000	10,000	5,000	5,000	5,000	5,000
7,819	10,000	10,077	5355			8,000	8,000	8,000	8,000	8,000	8,000
13,568	10,000	19,189	5350			10,000	10,000		10,000	10,000	10,000
3,850	2,000	8,144	5157	9		4,000	4,000	,	4,000	4,000	4,000
2,298	2,500	2,667	5258			2,500	2,500	/	4,500	4,500	4,500
220,841	275,000	144,706	536			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						
40.101	40.000	57.022	52()	Sodium Bicarbonate	2,500	40.000	40.000	40,000	10.000	40.000	40.000
40,191	40,000	57,933	536:	0 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	5260			9,000	9,000	20,000	15,000	15,000	15,000
6,052	3,500	10,117	536			3,500	3,500	,	5,000	5,000	5,000
0,032	5,500	10,117	530			3,300	3,500	5,000	5,000	5,000	5,000
			CAPITA	LOUTLAYS							
47,364	45,000	35,954		0 Machinery & Equipment		45,000	62,360	62,360	18,000	18,000	18,000
0	,	0	7750			0	02,500	,	0	0	0
448	9,552	0	7760			10,000	10,000	5,000	5,000	5,000	5,000
0	,	0	776			0	0	,	0	0	0
0		0	7790	1		0	0		0	0	0
0	-	217.507		5 Major Process Upgrade		775,000	862,663	862.663	100,000	100.000	100.000
0	.2,,,07		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Replacement of major		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	0.02,000		100,000	100,000	100,000
				process equipment, if needed.							
3,012,707	3,688,274	3,182,350	WASTE	WATER TREATMENT		3,993,499	4,092,913	4,124,713	3,590,388	3,609,892	3,609,892

## 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:**



# Major Budget Highlights for FY22:

Total Budget Increase \$ (93,551)

- 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)

#### 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

FY19	FY20	FY20				FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
											-
			4800 - WAS	TEWATER COLLECTION							
				EL - WAGES & BENEFITS							
161,125	199,872	187,335		Salaries		193,570	160,578	160,578	195,960	199,370	199,370
9,926	20,000	10,017		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		Social Security Tax		11,808	9,794	9,794	11,938	12,125	12,125
2,603	2,872	2,867		Medicare Tax		2,782	2,311	2,311	2,814	2,863	2,863
24,064	27,864	36,035		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		VRS Group Life Insurance		2,596	2,153	2,153	2,628	2,673	2,673
386	499	405		VRS Disability Insurance		462	462	462	447	459	459
2,241	6,124	2,695		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, INTERNA	AL .						
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		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		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 CI								
11	0	0		Postal Services		0	0	0	0	0	0
4,000	3,200	3,538		Electrical Services		3,200	3,200	3,200	3,200	3,200	3,200
1,861	1,000	69		Heating Services		1,000	1,000	1,000	1,000	1,000	1,000
3,008	2,000	2,023		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		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		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
			MISCELLA	ANEOUS ITEMS							

### 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
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	andemic Expenses	0	0	0	0	0	0
			_								
			1		S AND SUPPLIES						
173	400	319	_	52510	Office Supplies	400	400		400	400	400
0	200	160	_		anitorial Supplies	200	200	200	200	200	200
12,954	15,000	9,406	_		Vehicle Fuels	15,000	15,000	10,000	10,000	10,000	10,000
410	400	423	_		ube 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	_		Iniform Purchases and Wearing Apparel	1,500	1,500	1,700	1,700	1,700	1,700
2,545	2,500	2,907	_		Operating Supplies	2,500	2,500	2,500	2,500	2,500	2,500
6,026	8,000	3,798	_	53670	mall Tools	8,000	8,000	8,000	8,000	8,000	8,000
			_								
			(	CAPITAL O							
0	1,500	0	_		Aachinery & Equipment	1,500	1,500	1,500	1,500	1,500	1,500
0	0	0	_	77300	urniture and Fixtures	0	0	0	0	0	0
0	0	0	_		Vehicle Replacement	0	0	-	0	0	0
0	0	0	_	77650	Computer Software	0	17,529	17,529	0	0	0
0	0	0	_	77900	eased Equipment	0	0	0	0	0	0
0	176,153	22,693		79030	& I Rehabilitation	154,500	291,433	291,433	150,000	150,000	150,000
0	0	0		79035	Najor Process Upgrade	0	0	0	0	0	0
422,061	582,391	396,088		VASTEWA	FER COLLECTION	557,160	662,076	663,052	565,412	568,525	568,525

### 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
									1	
										-
			9900 DEBT							
1,323,167	0	1,321,475		Depreciation Expense	0	0	÷	0	Ŷ	(
0	0	0		Lease Payments - Principal	0	0	ç	0	Ŷ	(
0	0	0		2008 GOB Principal	0	0	÷	0	0	(
414,719	427,098	427,098		2010 GOB 19.25 Principal	444,477	444,477	,	0	0	(
245,000	250,000	250,000		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	(
19,021	21,876	2,324		2010 GOB 19.925M Interest	6,667	6,667	6,667	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	89710	Bond Issurance Costs	0	0	0	0	0	(
(659,719)	0	(677,098)	89799	Debt Principal Offset	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 DEPR	ECIATION						
				Depreciation						
			DEPRI	ECIATION						
5,267,324	5,510,039	5,382,620	ΤΟΤΑ	L EXPENDITURES	5,792,003	5,996,333	6,029,109	5,373,051	5,395,668	5,395,668
- , ,-	- , ,	- ) )				- )	.,,	- ) )	- , ,	- ) )
			9950 TRAN	SEEDS						
132,465	149,910	149,910		Tfer W/W to GF - PILOT	157,564	157,564	157,564	145,922	145,922	145,922
132,403	149,910	149,910	89930	Transfer to Capital Fund	157,504	137,304	137,304	145,922	143,922	143,922
132,465	149,910	149,910	TRAN	SFERS	157,564	157,564	157,564	145,922	145,922	145,922
										-
				INGENCY - UNRESERVED						
			9990	Contingency - Unreserved						
-	-	-	CONT	INGENCY - UNRESERVED	-	-	-	-	-	-
										-
5,399,789	5,659,949	5,532,530	TOTA	L EXPENDITURES & TRANSFEI	<b>RS</b> 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

							EMAA	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	FY22 DEPT	FY22 MGR	FY22 COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
nerent						1121	REQUEST	TROFOSED	nib of TED
			REVENUES / OTHER SOURCES						
									-
			45600 Bond Proceeds						
0	0	0	42062 Miscellaneous Grants	0	0	0	0	0	
			Loan Proceeds - AMR						
			RESERVES						
0	0	0	45600 Reserves	0	0	0	0	0	
			CAPITAL CONTRIBUTION						
0	0	0	43845 Tap Fees - In Town	0	0	0	0	0	
1,165,000	1,040,000	901,250	43846 WW Tap Fees - 5/8" meter	600,000	600,000	600,000	811,250	811,250	811,25
12,500	0	2,500	43844 WW Tap Fees - 1" Meter	0	0	0	0	0	
11,250	11,250	40,500	43848 Tap Fees - 1 1/2" meter	11,250	11,250	11,250	0	0	
20,250	20,000	40,500	43849 Tap Fees - 2" meter	0	0	0	0	0	
0	40,000	0	43880 Tap Fees - 3" meter	0	0	0	0	0	
40,500	0	0	43881 Tap Fees - 4" meter	0	0	0	0	0	
			Tap Fees - Out of town						
			REVENUE FROM USE OF MONEY						
0	0	0	42360 Interest On Investments (designated taps)	0	0	0	0	0	
0	0			0	0	0	0	0	
			FUND TRANSFERS						
			Transfer to Capital Fund						
1,249,500	1,111,250	984,750	TOTAL REVENUES / OTHER SOURCES	611,250	611,250	611,250	811,250	811,250	811,25
									-
145,782	0	(1,305)	9030 I & I REHABILITATION PROJECT SERVICES - PURCHASED, SHARED, INTERNAL	0	0	0	0	0	
			5216 Engineering Services						
			CAPITAL OUTLAYS						
			7040 Infrastructure						
145,782	0	(1,305)	I & I REHABILITATION PROJECT	0	0	0	0	0	
110,102	0	(1,505)		0			0	0	-
109,840	0	0	9065 VEHICLE & EQUIPMENT REPLACEMENT	0	0	0	0	0	
			SERVICES - PURCHASED, SHARED, INTERNAL 5216 Engineering Services						
				1	1	1			

#### TOWN OF CULPEPER Wastwater - Capital FY22 Budget

53/10	EV.20	EV.20			D¥/41	<b>TVA</b> 1		FY22	FY22	FY22
FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL			FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	DEPT REQUEST	MGR PROPOSED	COUNCIL ADOPTED
ACTUAL	AMENDED	ACTUAL			ADOFTED	AMENDED	F 1 2 1	REQUEST	TROFUSED	ADOFTED
			7.500 V	Vehicle Replacement						
				<i>Aachinery &amp; Equipment</i>						
109,840	0	0	VEHICLE & EQU	IPMENT REPLACEMENT	-	-	-	-	-	-
										-
54,760	0	0		CESS UPGRADE - WPCF	0	0	0	0	0	
				LOUTLAYS						
				nfrastructure Nachinery & Equipment						
			77200 M	Aachinery & Equipment						
54,760	0	0	MAJOR PROCES	S EQUIP UPGRADE	-	-	-	-	-	-
		*								
			WASTEWATER (	CAPITAL OUTLAY						
				LOUTLAYS						
0	0	0		ap Refunds - Wastewater	0	-		0	•	
3,600	0	0	77990 0	Gain/Loss on Disp of Cap Asst	0	0	0	0	0	
3,600	0	0	WASTEWATED	CAPITAL OUTLAY			_			
3,000	0	0	WASIEWAIEK		-	-	-	-	-	-
313,982	1,111,250	(1,305)	sub-total	all capital projects	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	811,25
0	0	0	89965	Transfer Out-Capital	0	0	0	0	0	
0	1,111,250	0	Transfers		611,250	611,250	611,250	811,250	811,250	811,25
0	1,111,230	0			011,250	011,250	011,250	011,250	011,250	
			9990 CONTINGEN	NCY - UNRESERVED						
0	0	0	89990 0	Contingency-Reserved	0	0	0	0	0	
0	0	0	89965 1	Transfer Out - Capital	0	0	0	0	0	
				Jnreserved						
0	0	0	CONTIN	NGENCY	-	-	0	0	0	
212.082	1 111 250	(1.205)	тота	EVDENDITUDEC	(11.250	(11.250	(11.250	011.250	011 250	-
313,982	1,111,250	(1,305)	IUTAL	EXPENDITURES	611,250	611,250	611,250	811,250	811,250	811,250

### TOWN OF CULPEPER Light & Power - 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
			OI	PERATING FUND:						
13,104,706	14,891,246	12,792,223	TC	DTAL 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	TC	DTAL EXPENDITURES	13,673,300	13,708,358	13,706,328	13,557,511	13,557,511	13,557,511
1,753,732	-	577,887	RF	EVENUES OVER (UNDER) EXPENDITURES	-	-	56,053	-	-	-
			CA	APITAL FUND:						
-	1,697,684	-	TC	OTAL 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	-	-	-
				BINGHAM & TAYLOR ELEC FURNACE						
-	-	-		8820 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	TC	DTAL EXPENDITURES	-	55,672	55,672	450,000	450,000	-

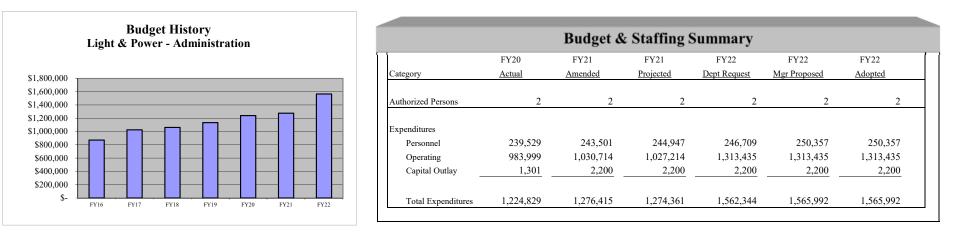
										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			RF	SERVE I	ALANCES							
0	0	0		45600	Reserves - Prior Year Balance		0	35,058	35,058	0	0	0
			MI	ETERED								
12,461,345	12,758,246	12,034,816		43220	Metered Sales - Electric		13,198,000	13,198,000	13,198,000	13,124,011	13,124,011	13,124,011
			UI	TLITY F								
1,250	4,500	2,750		43310	After Hours Reconnection Fee		4,500	4,500	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	· · · · ·
11,671	15,000	16,371		43330	Disconnect Fees		17,000	17,000	10,000	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
34,648	40,000	25,509		43370	Penalties		40,000	40,000	18,000	30,000	30,000	30,000
00.072	07.500	101.056	UI		HARGES, MISCELLANEOUS		100.000	100.000	100.000	0	0	0
99,072	97,500	101,256		42000	AMR Cost Recovery		100,800	100,800	100,800	0	0	0
575 32,553	1,000	700 75,024		43560 43580	Pole Permits & Rental Charge		1,000	1,000	1,000	1,000 10,000	1,000	
,	10,000	215,000		43580	Time & Material Charges - Misc.		10,000	,	23,951		10,000	10,000
219,000	160,000	215,000		43390	Underground Connection Charge		87,500 1,000	87,500 1,000	135,000	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
			DE	VENILE	FROM USE OF MONEY							
63,467	100,000	75,489		42360	Interest on Investments		40.000	40,000	40,000	40,000	40,000	40,000
39,677	100,000	75,082		42362	Interest Income - Investments		30,000	30,000	30,000	30,000	30,000	30,000
0	0	7,692		42302	Realized Gain/Loss-Invest		30,000	,	30,000	30,000	30,000	,
18,887	0	55,251		42375	Unrealized Gain/Loss-Invest		0			0	0	
10,007	0	55,251	_	12575			0	0		0	0	0
			м	ISCELLA	NEOUS							
0	0	0		42065	CARES Act Funding		0	0	32,072	0	0	0
0	7,500	5,378	_	45525	Insurance Claims/Recoveries		7,500	7,500	29,000	7,500	7,500	7,500
0	500	0	_	45540	Reimbursements, Rebates & Recov	/eries	500	500	500	0	0	
3,042	3,000	5,238	_	45550	Miscellaneous		2,000	2,000	1,000	1,000	1,000	•
1,395	1,000	1,697	-	44580	Sale Of Salvage & Surplus Materia	ıls	1,500	1,500	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	
12,674	15,000	0		44592	Recovered Cost - Streetlights in Ne	ew Dev.	7,000	7,000	4,000	5,000	5,000	5,000
0	1,568,000	0		44971	Transfer In - Caital Fund		0		-	0	0	
0	0	0		45610	Transfer from Reserves		0	0	-	0	0	0
			_									
13,104,706	14,891,246	12,792,223	TC	TAL RE	VENUES / OTHER SOURCES		13,673,300	13,708,358	13,762,381	13,557,511	13,557,511	13,557,511

# LIGHT & POWER - ADMINISTRATION (5600)

### Mission:

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

### **Budget and Staff Resources:**



Major Highlights for FY22

Total Budget Increase \$ 289,578

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

### In FY22 the Electric Department will:

- 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.

		ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	DEPT REQUEST	MGR PROPOSED	FY22 COUNCIL ADOPTED
			5600 FL FC	RIC ADMINISTRATION							
		<u> </u>		L - 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	,	50132	OPEB Health Insurance		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		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		50169	Hazard Pay		0	0	1,846	0	0	0
			SERVICES -	PURCHASED, SHARED, INTER	RNAL						
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		52410	Advertising		0	0		0	0	0
894,016	968,780	968,780	52520	Billing and Administrative Service	s	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 CH								
(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
11.600	11.000	10.079	· · · · · · · · · · · · · · · · · · ·	NEOUS ITEMS		10 000	10.000	10.000	10 000	10 000	10.000
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
	0		56295	Bad Debt					0	0	
0	0	0	56299	Miscellaneous		0	0	-	0	0	0
		<u> </u>	MATERIAT	S AND SUPPLIES							

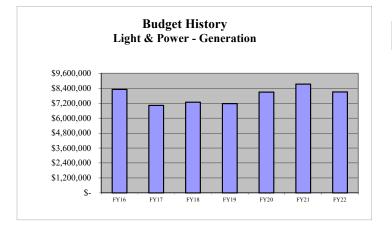
									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
574	0	0	52510	Office Supplies		0	0	-	0	0	0
0	0	0	53550	Vehicle Fuels		0	0	-	0	0	0
0	0	0	53560	Vehicle & Equipment Supplies		0	0	-	0	0	0
0	125	0	51570	Uniform Purchases and Wearing A	pparel	125	125	125	125	125	125
121	100	0	52660	Operating Supplies		100	100	100	100	100	100
			CAPITAL O	UTLAYS							
895	2,000	1,301	77600	Computer Hardware and Equipmen	nt	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 A	DMINISTRATION		1,268,171	1,276,415	1,274,361	1,562,344	1,565,992	1,565,992

# LIGHT & POWER - GENERATION (5700)

### Mission:

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

### **Budget and Staff Resources:**



	Budget &	t Staffing S	Summary		
FY20	FY21	FY21	FY22	FY22	FY22
Actual	Amended	Projected	Dept Request	Mgr Proposed	Adopted
2	1	1	1	1	1
04 653	86 221	87 188	86.079	87 326	87,326
7,369,715	8,549,378	8,523,778	7,968,550	7,968,550	7,968,550
2,239	100,000	100,000	50,000	50,000	
7,466,607	8,735,709	8,711,266	8,104,629	8,105,876	8,055,876
	<u>Actual</u> 2 94,653 7,369,715 2,239	FY20         FY21           Actual         Amended           2         1           94,653         86,331           7,369,715         8,549,378           2,239         100,000	FY20         FY21         FY21           Actual         Amended         Projected           2         1         1           94,653         86,331         87,488           7,369,715         8,549,378         8,523,778           2,239         100,000         100,000	Actual         Amended         Projected         Dept Request           2         1         1         1           94,653         86,331         87,488         86,079           7,369,715         8,549,378         8,523,778         7,968,550           2,239         100,000         100,000         50,000	FY20         FY21         FY21         FY22         FY22           Actual         Amended         Projected         Dept Request         Mgr Proposed           2         1         1         1         1         1           94,653         86,331         87,488         86,079         87,326           7,369,715         8,549,378         8,523,778         7,968,550         7,968,550           2,239         100,000         100,000         50,000         50,000

Major Highlights for FY22

Total Budget Increase \$

(629,833)

- 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)

#### In Dept Request the Electric Department will:

- 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.

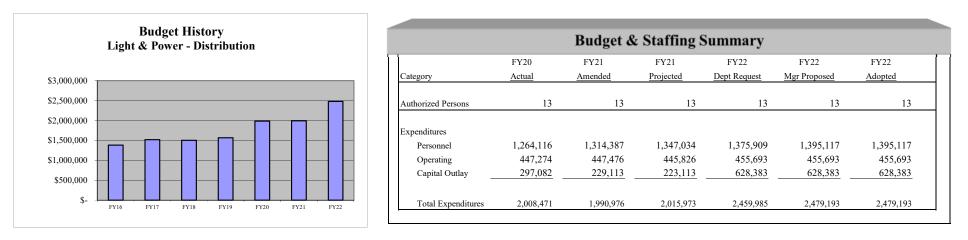
FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
			570	0-ELECT	RIC GENERATION						
					- WAGES & BENEFITS						
82,154	111,489	59,470		50010	Salaries	58,927	61,961	61,961	61,069	62,317	62,317
1,395	2,000	142		50020	Salaries - Overtime	1,000	1,000	500	800	800	800
5,107	6,830	3,679		50110	Social Security Tax	3,622	3,810	3,810	3,751	3,829	3,829
1,194	1,598	861		50120	Medicare Tax	847	892	892	878		890
14,621	19,496	9,755		50130	Health Insurance	9,941	9,941	9,941	10,935	10,682	10,682
(67,065)	11,274	18,881		50140	VRS Retirement	6,583	6,921	6,921	6,822	6,961	6,96
1,115	1,461	772		50145	VRS Group Life Insurance	790	831	831	819	836	830
197	361	0		50150	VRS Disability Insurance	0	0	-	0	0	(
767	1,406	923		50160	Worker's Comp. Insurance	976	976	976	1,005	1,005	1,005
0	0	171		50169	Hazard Pay	0	0	1,657	0	0	(
			CEI	DVICES	PURCHASED, SHARED, INTERNAL						
0	700	0	SEI		Health & Medical Services	500	500	500	500	500	500
3,878	30,000	914		53230	R&M - Buildings & Grounds	15,000	10,000	5,000	10,000	10.000	10,000
3,878	50,000			55250	Paint concrete walls and floor	13,000	10,000	5,000	10,000	10,000	10,000
					Asphalt & concrete repairs						
3,309	20,000	7,984		53239	R&M - Engines	20,000	20,000	10,000	30,000	30,000	30,000
0	25,000	0		53240	R&M - Equipment	25,000	25,000	15,000	25,000	25,000	25,000
2,902	5,000	2,420		53250	Maintenance Service Contract	5,000	5,000	5,000	5,000	5,000	5,000
					People's Choice Answering						
					Service 3,000						
1.001	1.500	1 124		51451	Misc. 2,000	1.500	1.500	1.500	1.500	1.500	1.50
1,201	1,500	1,124		51451	Uniform Rentals	1,500	1,500	1,500	1,500	1,500	1,500
			ОТ	HER CHA	ARGES						
444	0	0		52018	Travel	0	0	-	0	0	(
0	0	0		55630	Water Services	0	0	-	0	0	(
0	0	0		52710	Postal Services	0	0	-	0	0	(
2,134	2,200	1,450		52720	Telecommunications	1,000	1,000	1,000	1,000	1,000	1,000
607	775	507		55810	Boiler & Machinery Insurance	522	522	522	522	522	522
7,952	8,950	7,532		55820	Fire / Property Insurance	7,758	7,758	7,758	7,758		7,758
2,127	3,000	2,126		55830	Contractor's equipment insurance	2,190	2,190	2,190	2,203	2,203	2,203
10,251	14,300	10,248		55870	General Liability Insurance	10,555	10,555	10,555	10,752	10,752	10,752
			MT	SCELLAN	IEOUS ITEMS						
0	0	0	IVITS	1	Bank Fees	0	0		0	0	(

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			MA	TERIAL	S AND SUPPLIES						
0	0	0		53550	Vehicle Fuels	0	0	-	0	0	0
20,573	20,000	54,934		53552	Fuel Oil	80,000	80,000	80,000	100,000	100,000	100,000
0	1,500	0		53555	Lube Oil	1,500	1,500	1,500	2,000	2,000	2,000
0	0	0		53560	Vehicle & Equipment Supplies	0	0	-	0	0	0
264	1,500	117		51570	Uniform Purchases and Wearing Apparel	1,000	1,000	1,000	1,000	1,000	1,000
0	0	0		52580	Books, Subscriptions & Education	500	500	-	500	500	500
7,080,570	7,802,195	7,280,034		56620	Electricity Purchased	8,382,153	8,382,153	8,382,153	7,770,615	7,770,615	7,770,615
300	0	324		52660	Operating Supplies	0	0	-	0	0	0
0	200	0		53670	Small Tools	200	200	100	200	200	200
			CA	PITAL O	UTLAYS						
0	0	2,239		79010	Substation Upgrades	0	100,000	100,000	50,000	50,000	50,000
0	0	0		77500	Vehicle Replacement	0	0	-	0	0	0
0	0	0		77900	Leased Equipment	0	0	-	0	0	0
7,175,996	8,092,735	7,466,607	EL	ECTRIC	GENERATION	8,637,064	8,735,709	8,711,266	8,104,629	8,105,876	8,105,876

# Mission:

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

### **Budget and Staff Resources:**



## **Major Highlights for FY22**

Total Budget Increase

488,217

\$

- 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.

### In FY22 the Electric Department will:

- 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.

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
			5900 ELECT	RIC DISTRIBUTION							
				L - WAGES & BENEFITS							
821,770	926,116	921,613	50010	Salaries		891,310	932,749	932,749	949,925	968,497	968,497
52,256	60,000	48,458	50020	Salaries - Overtime		75,000	75,000	75,000	949,923	90,000	908,497
52,230	54,865	58,570	50110	Social Security Tax		53,712	56,282	56,282	57,385	58,573	58,573
12,190	12,833	13,698	50120	Medicare Tax		12,568	13,168	13,168	13,426	13,701	13,701
103,030	12,855	106,718	50120	Health Insurance		12,308	109,167	120,000	134,753	131,654	131,654
79,947	93,230	89,324	50130	VRS Retirement		99,572	109,167	120,000	134,733	131,634	131,034
10,315	12,083	11,575	50140			99,372 11,950	104,201	104,201	12,736	108,109	108,109
,	,	· · · · · · · · · · · · · · · · · · ·		VRS Group Life Insurance			,				
1,073	1,531	1,719	50150	VRS Disability Insurance		1,938	1,938	1,938	1,909	1,952	1,952
7,372	11,728	8,865	50160	Worker's Comp. Insurance		9,376	9,376	9,376	9,657	9,657	9,657
0	0	3,576	50169	Hazard Pay		0		,	0	÷	0
0	0	0	50180	Other Payroll Benefits Exp		0	0	-	0	0	0
				PURCHASED, SHARED, INTER	NAL						
193	4,200	3,722	50210	Health & Medical Services		4,200	4,200	4,200	4,200	4,200	4,200
0	10,000	11,164	51314	Consulting Services (system study	)	15,000	10,000	10,000	20,000	20,000	20,000
2,027	2,500	7,741	51315	Contractual Services		0	0	7,500	7,500	7,500	7,500
				Increase in cleaning due to CC	DVID						
0	0	14,500	51322	Right of Way Clearing		15,000	15,000	15,000	20,000	20,000	20,000
0	0	6,225	51323	Storm Damage Cleanup		20,000	20,000	20,000	20,000	20,000	20,000
20,454	20,000	7,159	53230	R&M - Building & Grounds		15,000	10,000	10,000	20,000	20,000	20,000
				Installation of standby generator for L&P complex							
6,753	15,000	27,115	53240	R&M - Equipment		15,000	15,000	15,000	15,000	15,000	15,000
4,352	21,000	27,287	53245	R&M - Vehicles		17,500	17,500	17,500	20,000	20,000	20,000
244	3,000	952	53246	R&M - Tools		3,000	3,000	3,000	3,000	3,000	3,000
1,550	3,000	278	53247	R&M - Street lights - Misc		3,000	3,000	3,000	3,000	3,000	3,000
71,848	49,000	57,722	53250	Maintenance Service Contract		46,150	46,150	46,150	20,600	20,600	20,600
,	,			Accurate Calibration	1,500	,	,	,	,	,	,
				Altec	7,000						
				Special Fleet Testing	8,000						
				Shop Key Pro	1,300						
				VMDEA	2,800						
5,341	7,000	6,654	53271	OH Line Agreement	2,000	7,000	7,000	7,000	7,200	7,200	7,200
0	7,000	0,034	52410	Advertising		7,000	0		7,200	0	,,200
12.942	15,000	14,549	51451	Uniform Rentals		18,000		18,000	18,000	18,000	18,000

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
				Rental cost for fire retardant clothing, current and future L&P staff							
50,000	50,000	50,000	53520	Motor Pool		50,000	50,000	50,000	50,000	50,000	50,000
7,500	7,500	7,500	53525	Mowing, mulching, trimming		7,500	7,500	7,500	7,500	7,500	7,500
			OTHER CH.								
14,285	15,000	8,908	55620	Heating Services		15,000	15,000	15,000	15,000	15,000	15,000
454	700	342	55630	Water Services		400	400	400	400	400	400
262	400	215	53640	Sewage Services		200	200	200	300	300	300
479	500	568	53660	Disposal Fees		500	500	500	500	500	500
4,564	6,000	3,443	52675	Miss Utility Tickets		6,000	6,000	4,000	5,000	5,000	5,000
164	200	46	52710	Postal Services		200	200		200		200
15,837	15,000	14,395	52720	Telecommunications		15,000	15,000	15,000	18,000	18,000	18,000
655	850	541	55810	Boiler & Machinery Insurance		557	557	557	525		525
7,221	10,200	6,571	55840	Motor Vehicle Insurance		6,769	6,769	6,769	6,768	6,768	6,768
(6)	20,000	7,517	51920	Education & Training		24,000	24,000	24,000	24,000	24,000	24,000
				Lineman school training for							
				6 employees	12,000						
				Substation school for 2							
				employees	4,000						
				Safety training for							
				department staff	8,000						
3,063	5,000	84	52010	Lodging		5,000	5,000	3,000	5,000	5,000	5,000
1,121	3,000	650	52015	Meals		3,000	3,000	3,000	3,000	3,000	3,000
0	0	496	52018	Travel		0	0	-	0	0	(
0	0	0				0	*		0	0	(
0	0	0		NEOUS ITEMS		0	0	-	0	0	(
10,963	0	32,838	52295	Bad Debt Expense		15,000	15,000	15,000	0	0	(
0	0	845	56500	Pandemic Expenses		0	0	-	0	0	(
			MATERIAL	S AND SUPPLIES							
520	2,500	959	52510	Office Supplies		2,500	2,500	1,500	2,000	2,000	2,000
46	300	60	52530	Medical Supplies		300	300		300	300	300
0	200	0	53540	Janitorial Supplies		200			200		200
19,339	20,000	15,123	53550	Vehicle Fuels		20,000	20,000	20,000	20,000	20,000	20,000
570	1,500	387	53555	Lube Oil		1,500	1,500	1,500	1,500	1,500	1,500
9,354	15,000	12,357	53560	Vehicle & Equipment Supplies		15,000	15,000	15,000	15,000	15,000	15,000
19,473	18,000	9,980	51570	Uniform Purchases and Wearing A	pparel	15,000	15,000	15,000	20,000	20,000	20,000
5,932	6,000	14,104	52580	Books, Subscriptions & Education		12,000	12,000	12,000	12,000	12,000	12,000

									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 reco	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 O								
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

FY19 ACTUAL	FY20 AMENDED	FY20 ACTUAL				FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
			990	0-DEBT SERVICE							
982,670	0	999,916			on Expense	0	0	_	0	0	0
0	0				ments - Principal	0	0	-	0	0	0
0	0	0		89509 2008 GOE	B - new lines	0	0	-	0	0	0
130,047	135,625	135,625		89510 2020 GOE	3 19.25M Principal	139,460	139,460	139,460	0	0	0
100,000	1,650,000	1,650,000		89512 2012A GO	Bonds - Principal	105,000	105,000	-	0	0	0
95,000	100,000	100,000		89516 2016 Bone	l - Principal	105,000	105,000	105,000	240,000	240,000	240,000
0	0	0			l - Refunding Principal	0	0	124,000	117,000	117,000	117,000
0	56,554	0			er Loan to L/P	0	0	-	0	0	0
0	0	0		89600 Lease Pay	ments - Interest	0	0	-	0	0	0
7,041	0	7,041		89609 2008 GOE	8 New lines	0	0	-	0	0	0
6,776	6,896	1,478		89610 2010 GOE	8 19.925M Interest	2,092	2,092	2,092	0	0	0
40,049	47,804	31,201		89612 2012A GO	Bonds - Interest	36,044	36,044	-	0	0	0
67,537	84,450	63,553		89616 2016 Bone		80,350	80,350	80,350	72,250	72,250	72,250
0		3,699			l - Refunding Interest	0	0	16,514	20,216	20,216	20,216
1,697	1,137	0			er Loan to L & P Interest	0	0	-	0	0	0
0	13,776	13,768			rance Costs	0	0	-	0	0	0
(325,047)	0	(1,885,625)		89799 Debt Princ	eipal Offset	0	0	-	0	0	0
1,105,769	2,096,242	1,120,657	_	DEBT SERVICE		467,946	467,946	467,416	449,466	449,466	449,466
			992	5-DEPRECIATION Depreciati	on						
-	-		_	DEPRECIATION		-	-	-	-	-	-
10,982,274	13,413,707	11,820,564		TOTAL EXPENDI	ſURES	12,304,305	12,471,046	12,469,016	12,576,425	12,600,528	12,600,528
			995	0-TRANSFERS							
368,700	393,772	393,772		89950 Transfer E	lec. to G/F - PILOT	409,710	409,710	409,710	404,625	404,625	404,625
0	1,083,767	0		89960 Transfer to	o Capital Fund	959,285	827,602	827,602	576,461	552,358	552,358
0	0	0		89965 Transfer C	Dut-Capital	0	0	-	0	0	0
368,700	1,477,539	393,772		TRANSFERS		1,368,995	1,237,312	1,237,312	981,086	956,983	956,983
			000	A CONTINCENCY	UNDECEDVED						
			999	0-CONTINGENCY Contingen	cy - Unreserved						
-	-	-		CONTINGENCY -		-	-	-	-	-	-
11,350,974	14,891,246	12,214,336		TOTAL EXPENDI	<b>FURES &amp; TRANSFERS</b>	13,673,300	13,708,358	13,706,328	13,557,511	13,557,511	13,557,511

### TOWN OF CULPEPER Light & Power - Capital FY22 BUDGET

										FY22	FY22	FY22
FY19	FY20	FY20					FY21	FY21	PROJECTED		MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL					ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			GEN			LIGATION BOND		-				
0						oan Proceeds	0					0
0	1,568,000	0	DEG			efunding Bond Proceeds	0	0	0	0	0	0
	100.004		RES			LANCES			55 (70)	0		
0	129,684	0		45600	) R(	eserves - Prior Year Balance	0	55,672	55,672	0	0	0
						Unreserved-transfer from capital fund						
					D	Reserved-loan proceeds from prior year						
0	0			42200		eserves - AMR Cost Recovery terest on Investments	0		0	0	0	0
0						ilk Feed Installations	0					0
0	-					ansfer from Reserves	0	-		÷	*	450,000
0	0	0	FUN	144950 D TRA			0		0	450,000	450,000	450,000
0	0	0	FUN			ansfer to Capital Fund from Operations	0	0	0	0	0	0
0	0	0		89900	, 11	ansier to Capital Fund Itom Operations	0	U	0	0	0	0
	1,697,684	-	тот	AL RI	TVF	NUES / OTHER SOURCES		55,672	55,672	450,000	450,000	450,000
-	1,097,084	-	101	ALK	5 V 15	NUES / OTHER SOURCES	-	55,072	55,072	430,000	430,000	430,000
250,193	0	0	0010	DICT	DID	UTION SYSTEM IMPROVEMENTS	0	0	0	0	0	0
230,193	0	0				ICHASED, SHARED, INTERNAL	0		0	0	0	0
			SER			ontract Services						
						gineering Services						
			CAD	ITAL (								
			CAI			frastructure						
						w lines & customers						
						achinery & Equipment						
			Mov	ed to O								
250,193	0	0				N SYSTEM IMPROVEMENTS			_	-		
250,175	0	0								-		
11,551	39,684	9,012	9209	FINA	NCI	AL SYSTEM UPGRADE	0	30,672	30,672	0	0	0
11,551	57,004	9,012		ITAL O			0	50,072	50,072	0	0	0
						omputer Hardware						
		<u> </u>				omputer Software			1			
				, 00					1			
11,551	39,684	9,012	FIN/	ANCIA	LS	YSTEM UPGRADE	-	30,672	30,672	-	-	_
,001	22,001	,	11					20,012	2 3,372			
0	90,000	8,580	8900	DIST	RIB	JTION 4KV SYS CHANGEOUT	0	25,000	25,000	0	0	0
	,,,,,,,			ITAL (								
						achinery & Equipment						
						Purchase of Transformers and Misc						
						Equipment						
0	90,000	8,580	DIST	RIBU	TIO	N 4KV SYS CHANGEOUT	-	25,000	25,000	-	-	-
	,							- ,- • •				
78,253	0	25,595	8825	LED	STR	EETLIGHTING	0	0	0	0	0	0
				ITAL (								
				7720	0 M	achinery & Equipment						
			-				161		Taura	of Culmana	r EV22 Adopte	d Dudwat May

### TOWN OF CULPEPER Light & Power - Capital FY22 BUDGET

							FY22	FY22	FY22
FY19	FY20	FY20		FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL		ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
78,253	0	25,595	LED STREETLIGHTING	-	-		-		-
70,233	0	25,575		_			_		
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						
0.04									
901	0	0	SUBSTATION UPGRADES	-	-	-	-	-	-
			8816 - NALLS MILL CONDUIT				450,000	450,000	450,000
			CAPITAL OUTLAYS				+50,000	430,000	450,000
			77200 Vehicle & Equipment Replacement						
0	0	0	NALLES MILL CONDUIT	-	-	-	450,000	450,000	450,000
			8820 - BINGHAM & TAYLOR ELECTRIC FURNACE P					0	0
			CAPITAL OUTLAYS						
			77040 Infrastructure						
			77200 Machinery & Equipment						
0	0	0	75216 Engineering						
0	0	0	BINGHAM & TAYLOR ELECTRIC FURNACE PROJEC	-	-	-		-	-
340,898	129,684	43,187	sub-total of all capital projects	-	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	1,568,000	0	89965 Transfer Out - Capital		0	0	0	0	0
0	1,568,000	0	TRANSFERS	-	-	_		_	_
0	1,508,000	0							
			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	150 000
340,898	1,09/,084	43,18/	IUTAL EAPENDITUKES	-	33,072	33,072	450,000	430,000	450,000

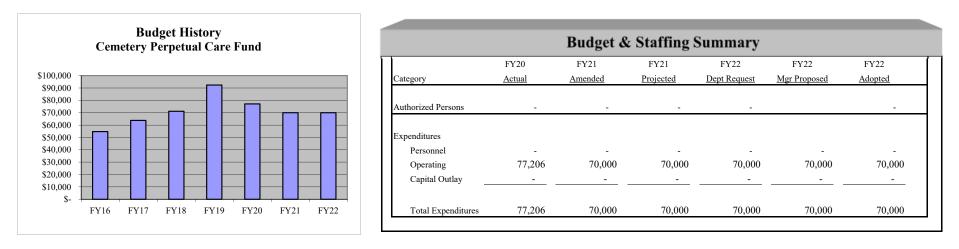
### TOWN OF CULPEPER Cemetery Perpetual Care - Fund Summary FY22 BUDGET

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			OPERA	TING FUND:						
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	L EXPENDITURES	70,000	70,000	70,000	70,000	70,000	70,000

# Mission:

To provide a corpus from which interest earnings provide sufficient funds for capital improvements to Fairview Cemetery.

### **Budget and Staff Resources:**



Total Budget Increase

\$

## Major Highlights for FY22

One hundred percent (100%) of the revenue generated from the sales of grave spaces is allocated to the Perpetual Care Fund, with no expenditures.

### TOWN OF CULPEPER Cemetery Perpetual Care - Operating FY22 BUDGET

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			RESE	CRVE BALANCES						
0	957,150	0		45600 Reserves	0	0	0	0	0	0
			REVE	ENUE FROM USE OF MONEY						
22,889	20,000	28,456		42360 Interest on Investments	20,000	20,000	20,000	20,000	20,000	20,000
			MISC	CELLANEOUS						
69,500	50,000	48,750		44502 Cemetery Lot Sales	50,000	50,000	50,000	50,000	50,000	50,000
50	0	0		42504 Contributions	0	0	0	0	0	0
92,439	1,027,150	77,206	TOTA	AL REVENUES / OTHER SOURCES	70,000	70,000	70,000	70,000	70,000	70,000
									-	
									-	
			9990 (	CONTINGENCY						
0	1,027,150	0		89990 Contingency	70,000	70,000	70,000	70,000	70,000	70,000
0	1,027,150	0	CON	TINGENCY	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

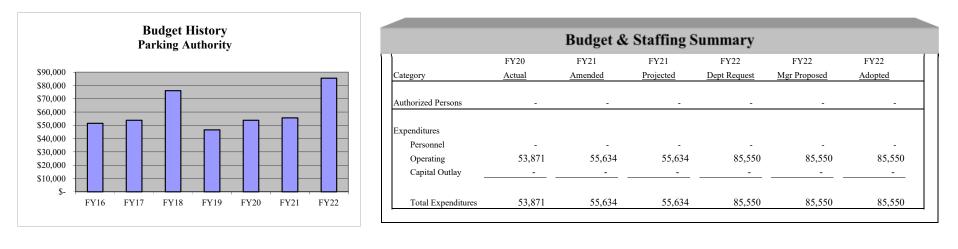
### TOWN OF CULPEPER Parking Authority - Fund Summary FY22 BUDGET

								FY22	FY22	FY22
FY19	FY20	FY20			FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL			ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			OPERATIN	IG FUND:						
56,587	93,634	42,535	TOTAL PA	<b>RKING AUTHORITY FUND REVENUES</b>	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 EX	PENDITURES	120,634	55,634	55,634	85,550	85,550	85,550

### Mission:

To provide convenient, safe, secure and an aestetically 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.

### **Budget and Staff Resources:**



Major Highlights for FY22:

Total Budget increase

29,916

\$

- Budget increase primarily due to an increase in repair and maintenance.

#### 'In FY22 the Parking Authority will:

- Support and assist the Town Council constructing and mangaing 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 ACTUAL	FY20 AMENDED	FY20 ACTUAL			FY21 ADOPTED	FY21 AMENDED	PROJECTED FY21	FY22 DEPT REQUEST	FY22 MGR PROPOSED	FY22 COUNCIL ADOPTED
			RESERVE BALANCES							
			45600 Reserves							
			43000 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
5,017	0,000				5,000	5,000	2,500	2,000	2,000	2,000
			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						
25 (41	12 000	10.720	Sign Replacement	5,000	40.000	40.000	10.000	10.000	10.000	10.000
35,641	42,000	42,739	53250 Maintenance Service Contract		40,000	40,000	40,000	40,000	40,000	40,000
0.240	9 (24	7.024	Contract with Public Works		9.624	0.624	9.624	7,500	7.500	7.500
8,348 407	8,634	7,034	53270 Rental of Street Lights 52400 Printing and Binding		8,634 500	8,634 500	8,634 500	7,500	7,500 750	7,500
407	1,000	0	32400 Printing and Binding		300	<u> </u>		/30		/30
0	0		OTHER CHARGES		0	0	0	0	0	0
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	55946 Lease-Parking Spaces (Ann Wingfield)		0	0	0	0	0	-
0	0	0	52015 Meals		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

									FY22	FY22	FY22
FY19	FY20	FY20				FY21	FY21	PROJECTED	DEPT	MGR	COUNCIL
ACTUAL	AMENDED	ACTUAL				ADOPTED	AMENDED	FY21	REQUEST	PROPOSED	ADOPTED
			9990		INGENCY						
				9990	Contingency						
-	-	-	CON	ITINGE	ENCY	-	-	-	-	-	
46,661	93,634	53,871		TOTAL	L EXPENDITURES	120,634	55,634	55,634	85,550	85,550	85,550