



COUNTY OF PRINCE GEORGE

FISCAL YEAR 2019-2020

ADOPTED BUDGET



TABLE OF CONTENTS

ACKNOWLEDGEMENTS	5
BUDGET MESSAGE	6
VISION	30
MISSION	30
CORE VALUES	30
STRATEGIC PLAN	30
COMMUNITY PROFILE	33
History	34
Public Schools	35
Higher Education	37
Economic Development and Tourism Activity	38
STATISTICAL DATA	40
BUDGET PROCESS & POLICIES	42
Purpose of Budgeting	42
Published Budget Documents	42
Budget Awards	43
Bond Rating	43
GFOA Budget Award	44
State Requirements	45
Public Participation	46
Budget Calendar	46
Major Categories of Expenditures	47
FUND STRUCTURE	48
Which Funds are Included in this Budget Document	49
ORGANIZATION CHART	51
FINANCIAL MANAGEMENT POLICIES	52
Fiscal Policy Guidelines - Objectives	52
Capital Improvement Budget Policies	53
Debt Policies	53
Budget Policies	54
Fund Balance Policies	55
BUDGET CALENDAR	58
BUDGET SUMMARY	59
BUDGET IN-BRIEF	60
BUDGET OVERVIEW	62
Total County Revenues	63
Total County Expenditures	64
Matrix of Revenues & Expenditures by Category	65

GENERAL FUND REVENUES	66
Revenue Overview	70
Local Revenues	71
State Revenues	76
Federal Revenues	77
GENERAL FUND, FUND BALANCE	78
GENERAL FUND EXPENDITURES	79
EXPENDITURES BY TYPE	82
ADMINISTRATION	84
Board of Supervisors	85
County Administration	87
County Attorney	89
Human Resources	91
CONSTITUTIONAL OFFICERS	94
Commissioner of the Revenue	95
Treasurer	97
Clerk of Circuit Court	99
Sheriff	100
Commonwealth's Attorney	102
COMMUNITY DEVELOPMENT	104
Community Development & Code Compliance	105
Planning	108
FINANCIAL SERVICES	110
Assessor	111
Finance	114
Information Technology	117
OPERATIONS	120
County Garage	121
Refuse Disposal	122
General Properties	123
Parks & Recreation	126
County Engineering	129
PUBLIC SAFETY	130
Police Department	131
Emergency Communications Center	135
Animal Services and Adoption Center	136
Law Enforcement Grants	137
Fire and EMS & Fire/EMS SAFER	138
Prince George Fire Department	145
Disputanta Fire Department	145
Carson Fire Department	146
Burrowsville Fire Department	146
Jefferson Park Fire Department	147
Merchant's Hope / Route 10 Fire Department (NEW)	147
Prince George Emergency Crew	148
Fire/EMS Grants	149
Emergency Management	150

SOCIAL SERVICES	151
Welfare Administration	152
Public Assistance	153
Comprehensive Services Act	153
Tax Relief for the Elderly	154
NON-DEPARTMENTAL	155
Registrar	156
Circuit Court	157
General District Court	158
Magistrate	159
Victim Witness	160
Board & Care of Prisoners	162
Juvenile Services/Court Services Unit	163
Local Health Department	165
District 19	165
Contributions to Colleges	166
Regional Library	166
James River Soil & Water Conservation District	167
Resource Conservation & Development Council	167
Cooperative Extension Office	168
Other Functions & Transfers	169
Farmer's Market	170
SPECIAL REVENUE FUNDS	171
Community Corrections	172
Adult Education	179
Economic Development	182
Tourism	184
Stormwater	186
Special Social Services	187
SCHOOL BUDGET	188
CAPITAL IMPROVEMENT PROGRAM	190
DEBT SERVICE FUND	253
Debt Limit	253
Debt Policies	254
Outstanding Long-Term Debt Obligations	255
Debt Service Funding Requirements	257
WATER/SEWER FUND	260
POSITION CONTROL CHART	272
Introduction	272
Authorized Positions	273
Funded Positions	279
Cost of Position Changes	285
PAY GRADE ASSIGNMENTS / SALARY SCALE	286
GLOSSARY	294

ACKNOWLEDGEMENTS

As with many of the programs in the County of Prince George, the development and adoption of the budget is a team effort. The County Administrator's Office and Finance Department develop the budget with the assistance of many other individuals in County government. This acknowledgement identifies those key individuals who shared in the development and adoption of this budget; many others who assisted are not individually identified.

Board of Supervisors	Donald R. Hunter, Chairman Floyd M. Brown, Jr., Vice Chairman Alan R. Carmichael Marlene J. Waymack T. J. Webb
Clerk of the Circuit Court	Bishop Knott
Commissioner of Revenue	Darlene Rowsey
Commonwealth's Attorney	Susan O. Fierro
Community Corrections Program	Bettina Coghill
Community Development and Code Compliance	Julie Walton
County Administrator	Percy C. Ashcraft
County Attorney	Steve Micas
Deputy County Administrator	Jeff Stoke
Finance Department	Betsy Drewry / Lori Robertson
Fire and EMS Department	Brad Owens
General District Court Clerk	Denise Covington
General Properties Department	Mike Purvis
Human Resources Department	Corrie Hurt
Information Technology	Kirsten Cherry
Parks and Recreation Department	Keith Rotzoll
Police Department	W. Keith Early
Prince George County School Board	Robert E. Cox, Jr., Chairman Lewis E. Stevenson, Vice Chairman Rob Eley Kevin S. Foster Chris Johnson
Prince George County Public Schools	Renee Williams, Superintendent Monique Barnes, Finance Director
Real Estate Assessor	Rod Compton
Registrar	Allan Richeson
Sheriff's Department	Bucky Allin
Social Services Department	Shel Bolyard-Douglas
Southside Programs for Adult Continuing Education	Kathy Anderson
Treasurer	Susan C. Vargo
Utilities & Engineering	Franklin Haltom



The Honorable Donald Hunter, Chairman
The Honorable Floyd Brown, Jr., Vice Chairman
The Honorable Alan Carmichael
The Honorable Marlene Waymack
The Honorable T.J. Webb

Dear Chairman Hunter and Members of the Board of Supervisors:

I am pleased to submit to you the official Budget document contained hereto for the 2019-20 fiscal year.

The Budget is submitted to assist the Board of Supervisors in making policy decisions that are geared to meet the challenges of the community, as well as lend itself to public scrutiny through input from taxpayers and the media. The Budget is also designed to incorporate extensive financial controls and pursue goals of efficiency and effectiveness by balancing short-term and longer-term community interests.

Ultimate approval of the annual Budget is seen as the most important action taken by the Board of Supervisors. The Budget serves as a financial roadmap for what programs and services are offered in Prince George County.

The Budget is balanced in accordance to State code and reflects accurate revenues and expenditure estimates with the best information that is available at the time of adoption. Furthermore, the adopted budget is designed to continue providing a high level of service to the citizens and businesses of Prince George County.

General Information

Sustained Stability in Financial Operations

Prince George County for FY '18 reported on time its financial data required by its auditor Robinson, Farmer, Cox. As a result, an unqualified opinion was given by the auditing firm.

Prince George County's AA plus bond rating was reaffirmed in March of 2017.

All financial policies approved by the Board of Supervisors were adhered to in FY '18, and recommendations in the FY '20 Budget were determined with all policies in mind.

The Finance Department for calendar year 2018 received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2017.

Cash for a Rainy Day

Staff continues to recommend to the Board of Supervisors the keeping of Fund Balance above 15 percent, even though the percentage requirement was reduced to 12.5 percent from 15 in 2015.

The Fund Balance reported in the FY '18 audit was 22.6 percent. The projection for FY '19 is 16.6 percent. The forecast for June 30, 2020 is 15.4 percent. This drop in percentage relates to the separation of approximately \$2.3 Million in Stormwater Fund bond proceeds and activities for FY '19. Additionally, the Board of Supervisors approved use of \$254,000 in Fund Balance for FY '19 to assist the School Division with health insurance and approved another appropriation of \$654,380 to repay an outstanding school Utility loan.

No Fund Balance will be used to balance the General Fund for FY '20.

2018 Staff Awards & Recognition

Calendar year 2018 was another dynamic 12 months for Prince George County. An aggressive Staff agenda was endorsed by the Board of Supervisors, and a multitude of goals were accomplished in every area of government.

As a result, numerous honors and awards were issued to departments and individuals. They include:

- Fire & EMS Director Brad Owens was selected to the class of 2019 for the prestigious Lead Virginia Leadership Program.

- Kirsten Cherry, IT Director, completed the Lead Virginia Leadership program in 2018.

- Jeffrey Stoke was named Top Deputy County Administrator in Virginia in 2018 by VLGMA.

-Broadband Public/Private Partnership Awards:

Hopewell-Prince George Chamber of Commerce, 2/22/2018, Upper Shirley Vineyard
– Innovative Practices

VEDA (Virginia Economic Developers Association), 4/13/18, Richmond, VA -
Community Economic Development Awards

NACo (National Association of Counties), 7/15/18, Nashville, TN - Achievement Award

VACo (Virginia Association of Counties), 8/14/18 - Achievement Award

NATOA (National Association of Telecommunications Officers and Advisors), 8/30/18,
Philadelphia, PA - Community Broadband Award

-Police Department received the ‘Public Safety’ Award from the Hopewell-Prince George
Chamber of Commerce.

-Police Department Detective Wayne Newsome was recognized by the United States Attorney’s
Office with a Public Safety Award.

-Police Department Officer Ernest Dillard was recognized by Mothers Against Drunk Driving.

-Police Department Officer Charles Santilli was recognized by the Hopewell VFW Post 637 as
Officer of the Year.

-Riverside Criminal Justice Agency Pretrial Officer Leigh Romero received the ‘Calm in the Eye
of the Storm’ Award.

-Prince George County voted “Best Place to Live” by readers of the Progress-Index for second
consecutive year.

-Prince George County received the GFOA Distinguished Budget Presentation Award for the
2018-19 Budget.

-Prince George County Human Resources received recognition for their participation in the
Youth Workforce Program.

Providing Information to Citizens

The County continues to have an aggressive approach to informing its citizens through its
website and the social mediums of Twitter, Facebook, Tumbler and Constant Contact outreach.
Facebook has over 8,500 followers while Twitter has almost 2,500 followers. In addition the
website had 145,910 new visitors for calendar year 2018. A weekly County newsletter has 1,222

subscribers. The Spring and Fall County newsletter is mailed to over 15,000 locations in the County. In addition, relationships remain strong with traditional media such as newspapers, television and radio.

Latest Population & Unemployment Figures

According to the Weldon Cooper Center for Public Service, Prince George County as of July 1, 2018 had an estimated population of 37,212, which is a 4.2 percent increase above the 2010 Census figures.

The figures are broken down in five categories: (1) General Population 28,400; (2) Fort Lee 4,644; (3) Riverside Regional Jail 1,315; (4) Federal Prison - Low Security 1,286; Medium Security 1,567.

The unemployment rate in Prince George remained stable in 2018. The latest figures showed a 3.1 percent rate through December.

Continued Progress Throughout the Community

Investments made by the Board of Supervisors in various community projects advanced in 2018.

Construction of a new courtroom in the County Courthouse is expected to be completed later this spring.

Construction of a new fire station on Route 10/Moody Road is expected to be completed later this spring.

Design is underway for two new utility projects along Route 156 and Route 460 to the Food Lion Distribution Center.

The second phase of New Scott Park (the Buren Property) held its first Travel Soccer Tournament in November and practices and games by the Parks & Recreation Department were held throughout the year.

Continued upgrades to the Central Wellness Center created upgrades to several rooms on the first floor that are now occupied by non-profit organizations. The gymnasium was

named after longtime volunteer coach Reggie Jones and is now a venue for special events that included in 2018 a memorial service for Leigh Primmer and a statewide summit on rural broadband expansion. New lighting and bleachers were also installed.

The County's Stormwater Program continued to make upgrades and improvements, including starting three major projects in Cedar Creek and Birchett Estates.

Rehabilitation work was completed at South Crater Road sewer pump station.

Public Safety Initiatives

A new public safety radio system is now in Phase 2 and vendors are being interviewed.

A Service Agreement was negotiated with Fort Lee to collaborate on 9-1-1 services.

Economic Development & Tourism Activity

In 2018, Prince George County had businesses complete or start new private investment with new locations, renovations, or expansions. The following projects were completed or started: Love's Travel Stop, Star Express / Huddle House Restaurant, Virginia Eye Institute, Luca Italian Restaurant, Believe-N-U, Touchstone Bank, Sheetz, Fort Lee Federal Credit Union, Virginia Physicians for Women, and Service Center Metals.

There was a total of 2,129 business licenses in 2018 (2,163 in 2017). New business licenses in 2018 amounted to 301 (compared to 466 in 2017). The remaining 1,828 business licenses were renewals.

A Business Roundtable Alumni event was held at the Country Club of Petersburg. The keynote speaker was Keith Boswell, CEO, Virginia's Gateway Region. The fifth Business Roundtable class was another opportunity to discuss economic development and tourism with businesses.

A strong emphasis was placed on the Business Retention & Expansion (BR&E) program, in which 24 businesses were visited.

The County responded to 27 industrial prospects with nine site visits evaluating potential locations. The prospects were generated by Virginia's Gateway Region and the Virginia Economic Development Partnership.

Prince George County hosted a regional economic developer meeting with Virginia Gateway Region.

Prince George County provided five (5) "Key to the County" plaques in partnership with the Hopewell/Prince George Chamber ribbon cuttings, grand opening events, and special

anniversary celebrations. The businesses include: Loves Travel Stop, NAPA Auto Parts, Luca Italian Restaurant, Benzer Pharmacy, and Barns of Kanak.

The Prince George Youth Workforce Academy held another successful year teaching the fundamentals of employment through a tri-partnership among Prince George Promise, Prince George Public Schools and Prince George County Government. There were 10 students assigned to Prince George County during the summer.

The 6th Annual Czech Slovak Folklife Festival saw approximately 2,500 visitors to the County complex in October.

Worked with an architect in creating “Prince George, The Man”, Alcove and Bust. Assisted with the Founder’s Day Celebration dedicating the 315th anniversary of the founding of Prince George County and the unveiling of “Prince George, The Man”, Alcove and Bust. Members of the Danish Consulate, Washington, D.C., were honored guests at this event.

Secured a lease between Tree Time Adventures and Prince George County for a new outdoor adventure theme park to be located in Scott Park.

Partnered with Prince George Electric Coop Enterprises, LLC (PGECE) to host 2018 RURALBAND event at the Central Wellness Center. PGECE brought fiber-to-the-home to over 340 citizens and businesses including the Appomattox Regional Library System location at the Burrowsville Community Center.

Assisted and secured Service Center Metal’s fourth expansion which included a planned \$45 million capital investment and 58 new jobs in Prince George County. The project was later addressed at the State of the Commonwealth by then current Governor Terry McAuliffe. Alan Carmichael, Board of Supervisors, and Chip Dollins, Vice President of Operations Service Center Metals, were honored guests at this event.

Assisted Prochimir’s, French plastic film making company, acquisition and expansion of Blue Ridge Film. The company is investing \$3.6m in new capital and four (4) new jobs for 2019.

Assisted NVR, Inc. in locating in Southpoint Business Park. The company is investing \$11.5m in new capital and 201 new jobs over the next five years.

Economic Development Specialist, Yoti Jabri completed International Economic Development Council Basic Course through the University of North Carolina.

Attended tradeshow such as:

Modex, Atlanta (industrial)

ICSC RECON, Las Vegas (retail)

Select USA, Washington D.C. (industrial)

ICSC Deal Making, New York (retail)

Scheduled six baseball/softball tournaments and the Jerry Skalsky Soccer Tournament in the County:

USSSA Quest For The Best

USSSA State Tournament

USA Softball Regional Qualifier

Kevin Ferguson Scholarship Tournament

USSSA Fall State Tournament Even Age Groups

USSSA Fall State Tournament Odd Age Groups

Planning for the Future

Planning continues to take place in a number of areas. Consultants were hired to assist with strategic plan development for upper Scott Park and the Central Wellness Center. The 2019 Prince George County Comprehensive Plan update is now underway.

These plans complement current plans in place such as the Fire/EMS Plan, Economic Development and Tourism Plan, Utilities Master Plan & Riverside Criminal Justice Board Strategic Plan.

Additional Accomplishments in 2018

Through the direction of the Board of Supervisors, County Staff has been able to point to other numerous accomplishments over the last several months that bode well for our citizens and employees. They include:

1. Fifth Public Safety Citizens' Academy graduated.
2. Completed Clean Community Day.
3. Coordinated the 3rd Annual Hometown Heroes Day events.
4. Held Farmer's Market.
5. Partnered with over 30 National Night Out sites.
6. Held Back to School Fair.
7. Held Toddler Fair.
8. Held breakfast honoring public safety chaplains.
9. Published two County newsletters.
10. Conducted 4th Public Safety Summer Camp.
11. Made additions at JEJ Moore Recreation Complex with addition of bullpens on Field #2.

12. County employees raised funds for Special Olympics through the Polar Plunge.
13. Coordinated Bring Your Child to Work Day.
14. Supported the efforts of community partners such as TRIAD; Local Emergency Planning Committee (LEPC); Community Emergency Response Team (CERT) and other civic organizations.
15. Held another Survivor Day program.
16. Continued the 'Movie in the Park' series.
17. Used Govdeals.com to sell surplus property & vehicles.
18. Continued the unmanned aerial vehicle program.
19. Continued participation in the Dixie Youth Baseball/Softball League.
20. Continued aggressive inoperable vehicle and property maintenance program.
21. Held church safety instructional meetings.
22. Held various activities related to the Employee Wellness Program.
23. Held annual meeting with General Assembly members.
24. Continued Drug Court Program.
25. Developed Fire & EMS Strategic Plan.
26. Implemented a new EMS Mentor/Precepting Program.
27. Coordinated the 3rd Guns & Hoses Softball Game.
28. Conducted Pillowcase Training for all fourth grade classes.
29. Revised numerous employee personnel policies.
30. Opened the new Canoe Launch at Appomattox Regional Park.
31. Hosted the first Pickleball Tournament.
32. Dedicated employee breakroom in honor of longtime County Administrator John Kines.
33. Identified areas in cybersecurity that need upgrades and began implementation.
34. Paved parking lot at the Heritage Center.
35. Hosted the Fourth Annual Community Corrections Job Fair.

36. Installed new playground at Burrowsville Community Center.
37. Held outreach event at Bexley Trailer Park.
38. Honored high school state champions in four sports with 2018 Christmas ornament.
39. Hosted the Third Annual 'Celebrate Recovery' event.
40. Facilitated the 8th Annual Community Corrections Breakfast.
41. County Administration Employee Breakroom was dedicated to former County Administrator John G. Kines, Jr. on April 25, 2018.
42. Prince George County native Sgt. Lawrence G. Sprader, Jr. was honored on June 19, 2018 with a ceremony naming the bridge over I-295 on Middle Road after him. Sgt. Sprader died in 2007 during a military training exercise at Fort Hood, TX.
43. The roundabout outside of at the 'A' gate at Fort Lee was officially named the Captain Jesse A. Ozbat Memorial Circle in a ceremony on October 11, 2018 honoring the fallen Prince George County soldier.

Growing Pains

Every locality experiences its share of 'growing pains' as it evolves with a combination of population influx and services that are expected to meet modern needs.

Prince George County is no different. Pressures are being felt throughout the entire County Government. Some examples:

- Total permits processed in the Community Development & Code Compliance Department increased 18.4 percent in 2018.
- Total Property Maintenance inspections in the Community Development & Code Compliance Department increased 27 percent in 2018.
- Total Environmental inspections in the Community Development & Code Compliance Department increased 31.7 percent in 2018.
- Total 'Crimes Against Society' increased 27.2 percent in 2018.
- Total arrests increased 35.6 percent in 2018.

- Total traffic stops increased 20.2 percent in 2018.
- Total accidents increased 19.2 percent in 2018.
- Fire & EMS handled 3,322 calls in 2018 that required one or more EMS units.
- Activations per fire companies increased 21 percent in 2018.
- The County Attorney's Office responded to 357 Freedom of Information and Court subpoena requests.
- The Utilities Department served 4,458 total customers in 2018, a 3.5 percent increase.
- The Real Estate Assessor's Department conducted 2,500 property inspections/visits in 2018.
- The Real Estate Assessor's Department now maintains online property records for all 13,800 parcels.
- The Social Services Department served an average of 4,670 participants each month.
- Pre-trial services in the Riverside Criminal Justice Agency increases 21.7 percent in 2018.
- Participation in Parks & Recreation Fitness Rooms increased: Community Center by 12 percent; and the Central Wellness Center by 40 percent.
- Total number of criminal cases heard was 1,060 in 2018, a 32.7 percent increase.
- Circuit Court totals up to 1,058, a 34% increase
- General District Court totals up to 4,240, a 13% increase
- Juvenile & Domestic Relations Court totals up to 436, a 9% increase

Budget Information

Highlights

The FY '19-20 Budget is prepared based on the following provisions:

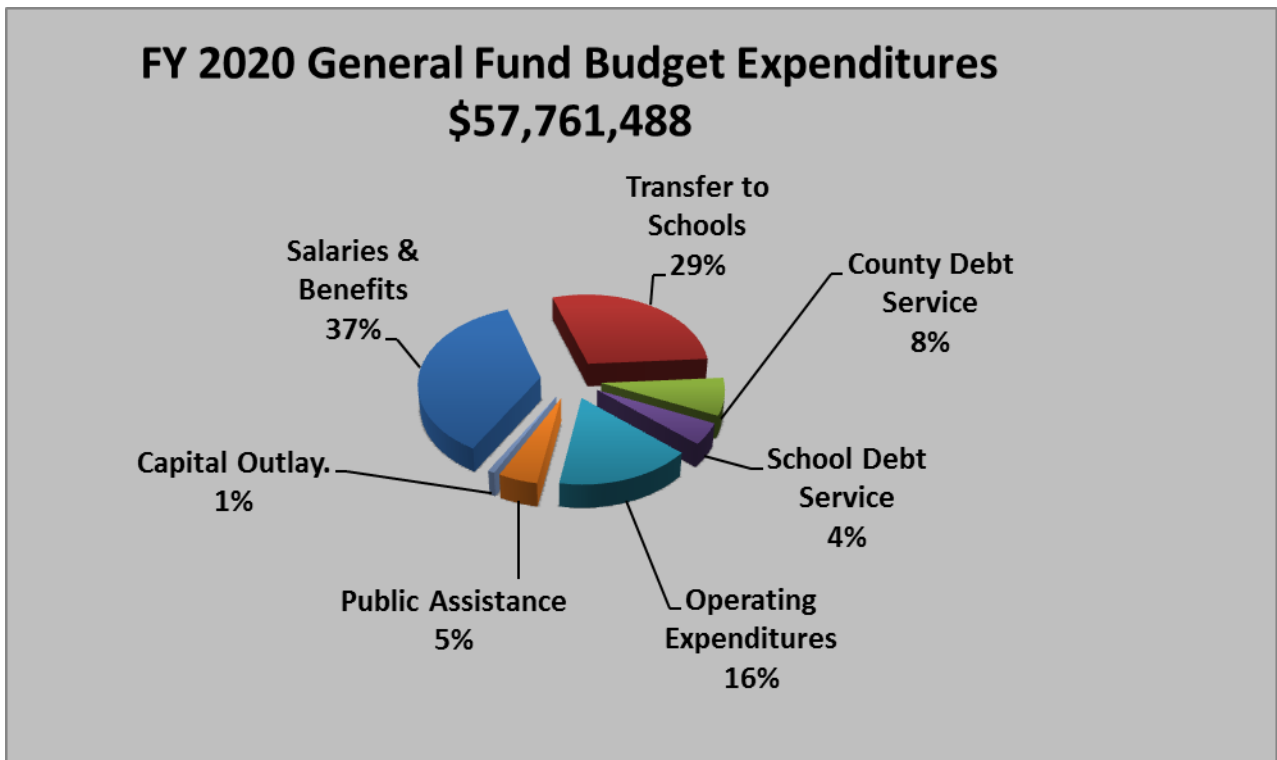
- Real estate revenue is expected to have an increase over FY '19. Other revenue sources remain relatively flat.
- Tremendous increase in costs at Riverside Regional Jail thwarted much available funding for other projects, programs and personnel.
- Large increase in Comprehensive Services Act expenditures.
- After an aggressive capital program the last few years and into this spring, borrowing for future projects is not available without increased supporting revenues.
- Employee health insurance premiums will increase despite careful claims management.
- Continuing a vehicle replacement plan for public safety vehicles.
- Continued implementation of a 2018 Salary Study and an overall increase to all employees.
- Providing financial support for the Public School Division based on a revised Memorandum of Understanding approved by the Board of Supervisors.
- Advancing utility projects as outlined in the Master Plan.
- The need to continue to address maintenance upgrades to County buildings.

The total County Budget adopted is \$123,068,958 which is 6 percent more than the Budget document adopted for fiscal year 2019. The General Fund Budget is \$57,761,488, which is 4.4 percent more than the adopted amount for fiscal year 2019.

Expenditures

General Fund

General Fund expenditures for FY '20 are \$2,442,969 greater than FY '19. This equates to an increase of 4.4 percent from FY '19.



Employee Salaries & Benefits

There are 269 full-time employees and eight part-time positions authorized in the Budget proposal and 263 full-time and eight part-time positions are funded. For FY '20 the only position changes are an additional Administrative Support Specialist in the Social Services Department and two Fire/EMS Lieutenants within Fire/EMS. These positions were funded with additional state funding and an increase in medical transport rates respectively. Reclassifications for a County Administration clerical position and a position in the Office of the Commissioner of Revenue were also approved.

The largest General Fund expenditure continues to be in employee salaries and benefits, which for FY '20 is 37 percent of the Budget.

The Budget requests a salary increase on average of 2.97 percent for employees, and also makes adjustments in other areas relative to the 2018 Salary Study. The costs for the approved salary increases are \$399,869 to the General Fund. The Board authorized an increase of two pay grades for Communications Officers at a General Fund cost of \$42,670.

***Pay Raise for All County Employees:**

\$1,000 for employees with salary < \$50,000

2% for employees with salary \$50,000 - \$100,000

\$2,000 for employees with salary > \$100,000

An increase of 9.35 percent is requested for increase in costs to employee health insurance. The County will absorb the increase and no increase in premiums will be passed along to the employees.

An additional \$155,383 is included in the General Fund to cover claims and fixed costs. The Special Revenue and Utility Funds budgets are increased by \$19,431 for increased claims and fixed costs.

The budget proposal includes \$97,000 for continuation of a career development program for Police, Fire & EMS, Utilities, Social Services, Community Development, Animal Services Center, Emergency Communications and adds new departments Community Corrections, Information Technology, Finance, General Services and Parks & Recreation.

Education Funding

The local transfer to the Public School Division is 29 percent of the General Fund Budget for FY '20. The budget includes funding in compliance with the Memorandum of Understanding approved by the Board of Supervisors in the fall of 2018. The amount of the transfer is \$16,687,651.

Also approved are contributions to Richard Bland Community College at \$12,000; and John Tyler Community College \$4,622.

A contribution is included for the Virginia Cooperative Extension Office at \$83,490. This amount supports local 4-H and other agricultural activities.

Investment in Public Safety

The FY '20 Budget includes funding for first responders in the Fire & EMS Department and the Police Department.

The approved Fire & EMS Budget is \$3,414,121, a 19.2 percent increase over FY '19. This increase is based on the addition of two Fire/EMS Lieutenants and moving paid Fire/EMS staff to a new pay range similar to the sworn Police Officer ranges approved in FY '19.

The adopted Police Department Budget is \$5,931,441, a 5.2 percent increase over FY '19.

Also included is \$400,000 of debt issuance for Police & Sheriff vehicle replacements.

Volunteer Fire & EMS Companies

Volunteer Fire and Rescue companies will receive a combination of \$4,298,764 from direct County contributions and those distributed by the Fire & Rescue Administration Budget. This amount is partially comprised of an estimated \$3,414,121 distributed through Fire & Rescue Administration, \$316,452 in contributions to fire companies in the form of Fire Company budgets. Combined spending is \$596,879 more than in FY'19. \$25,170 of this increase is attributable to SAFER grant spending planned for FY '20 (Federal Funding plus local match).

An estimated amount of \$123,000 will be appropriated equally to the Fire Companies in the fall of 2019 for Fire Programs Funds. The County is also funding \$25,780 to cover the mandate by the General Assembly for coverage for the Volunteer Fire & EMS and Auxiliary Police relative to the Line of Duty Act.

The Length of Service Awards Program (LOSAP) is a benefit provided to fire volunteers for length of service to the County. The fund is budgeted based on an actuarial study and is administered by Hometown Insurance Agency. The contribution budgeted for FY'20 is \$141,000.

Volunteer Fire & EMS companies also receive the amount of two cents on the real estate tax rate in an Apparatus Replacement Fund. The amount for FY '20 pledged to debt service from those two cents is \$337,463. Another \$162,537 will be transferred to the

Capital Improvement Fund for Apparatus to equate to two cents of the real estate tax, or \$500,000.

	Fire Rescue Admin Budget	Contributions to Fire Companies	Fire Programs Funds	Line of Duty	LOSAP	SAFER GRANT	Fire Apparatus	Fire Station Improvements
FY15-16 (Actual)	2,229,791	239,284	113,024	18,535	69,978	301,994	839,309	2,001,880
FY16-17 (Actual)	2,596,674	299,720	78,700	19,151	77,681	-	-	65,800
FY17-18 (Actual)	2,898,010	264,719	135,410	20,771	166,855	252,697	90,991	184,800
FY18-19 (Adopted)	2,841,624	295,239	TBD	22,000	175,500	543,022	75,010	-
FY19-20 (Adopted)	3,388,341	316,452	TBD	25,780	181,500	568,192	162,537	-

Board and Care of Prisoners

The single most dramatic change in the Budget from FY '19 to FY '20 is the expenditures to the Riverside Regional Jail. Increases in the daily population, coupled with declining jail revenue, have created the need for an increased Prince George County contribution of \$676,886, or 50% over last year. The approved contribution to Riverside Regional Jail is based on the Riverside Regional Jail Board approved daily per diem of \$43 per day.

In addition, contributions to the Crater Youth Care Commission are expected to rise by \$40,068 or 15.7 percent over FY '19.

Other General Fund Expenditures

The Department of Social Services is funded at 3.94 percent of total Budget expenditures. The local portion is \$815,981. Also approved is \$1,960,000 to cover expenses related to the Comprehensive Services Act, of which \$623,173 is the required local match. The increase in Comprehensive Services Act spending is \$690,000 or 54.8 percent.

The County participates in the VJCCCA (Virginia Juvenile Community Crime Control Act) program. One local employee oversees juvenile home monitoring and juvenile community service programs. A total of \$89,428 is included for this program for FY '20. The County receives state funding of \$52,775 and \$36,653 is the budgeted local contribution.

Capital & Equipment

The Board of Supervisors approved borrowing funds on March 12 to complete various capital projects.

The adopted Budget includes limited one-time equipment purchases, but there are no major capital purchases recommended. Staff will review the Capital Improvements Plan before next year to review the capacity to borrow and new revenue that might be needed.

For FY '20, \$400,000 in tax-supported debt issuance is included for Law Enforcement Vehicle Replacements.

A fall borrowing is planned for non-tax supported initiatives that include:

- Fire Apparatus replacements of approximately \$2,250,000 (paid with a devoted \$0.02 of Real Estate Tax Collections)
- Stormwater projects of approximately \$2,100,000 (paid with Stormwater Fees)

Very little capital spending in the operating budget is planned due to the magnitude of our Riverside Regional Jail increase. Capital and vehicle spending approved as part of the operating budget totals \$160,761, and consists of:

Vehicles

Social Services Vehicle - \$20,996

This vehicle replacement will allow for the transfer of one existing fleet vehicle for use in another department.

IT Projects & Equipment - \$109,650

MCT Replacement for Police Department (Continuation) - \$51,750

i-Pad Replacement for Fire/EMS (Continuation) - \$4,000

Cyclical County-Wide Computer Replacements - \$39,000

Firewall Upgrades for 4 Fire Stations - \$4,800

Managed Switches for 4 Fire Stations - \$4,000

Access Point Replacements (12) - \$6,100

A high density filing system for the Clerk of Circuit Court has been approved for \$10,000.

Recreation Items

Utility Vehicle - \$12,185

Drag / Conditioner - \$4,626

Wall Padding at Central Wellness Center - \$3,304

There is also \$300,000 included to continue maintenance projects to County buildings and grounds.

Debt Service

Adopted County-wide Debt Service payments and contributions to reserves for debt service are at levels similar to FY '19. Total approved debt service payments are \$7,987,412; \$62,145 less than the FY'19 adopted amount. The adopted General Fund transfer to Debt is \$7,160,506; \$62,589 less than FY '19.

This slight reduction is primarily attributable to a drop in the amount of the final debt payment for Series 2014E - Fire Apparatus. An increased General Fund contribution to the CIP fund offsets this reduction, and makes the \$0.02 Real Estate Tax contribution to fire apparatus whole.

Debt is broken down into five categories: County Tax Supported, County Stormwater, Economic Development, School and Utilities. Utilities, County Stormwater, and Economic Development have specific revenue streams which support debt related to these activities. County Tax Supported and School debt are supported by the General Obligation of the County and relies completely on the tax dollar.

Debt Service				
		Annual Debt Payments		
Category	Outstanding Principal as of 6/30/2018	Adopted FY2020	Adopted FY2019	Actual FY2018
County - Tax Supported	31,498,917	4,521,643	4,559,294	3,525,506
County - Stormwater	871,000	440,990	441,934	441,803
Schools	16,527,197	2,638,863	2,663,801	4,114,454
Economic Development	4,290,000	385,916	384,528	386,279
Utilities	1,989,000	376,030	539,412	166,953

Utility Fund

The Prince George County Public Utilities Department is an enterprise fund charging fees for services rendered in an amount great enough to cover its own expenses. Revenues are primarily generated through user fees and connection charges. General Fund tax dollars are typically not used to fund the annual operating expenses of the department. Each year the County reviews the utilities fees to ensure that the on-going fees are sufficient to cover the continuity of its operations. There are no increases in utilities fees for FY 2020.

The department serves approximately 4,458 customers. This includes 4,047 residential customers and 411 non-residential customers. There are approximately 2,725 customers that

receive both water and sewer services, 426 water-only customers, and 1,307 sewer-only customers.

The department operates and maintains the County's public water and wastewater systems including the central water distribution system, six rural water well systems, and 25 wastewater pumping stations.

In FY 2019, a five percent increase in water and a 7.5 percent increase in wastewater rates were approved to continue to realign utility revenues to cover annual operating and capital expenses. The adopted increase equated to a \$1.24 increase per month for water charges and a \$3.97 increase per month for sewer charges. This was a \$5.21 per month total increase for residential single-family homes using an average of 5,000 gallons per month.

Wastewater flow trends indicate the need for allocating appropriate resources in the coming years to address inflow and infiltration (I&I) with capital improvements to rehabilitate or replace aging wastewater pipes and manholes.

From an overall system perspective Prince George has 3.575 million gallons per day (MGD) of wastewater capacity and utilized 1.282 MGD on average; and 1.89 MGD of water capacity and utilized 0.945 MGD on average in 2018.

The Utilities Enterprise Fund's cash position has remained steady with adequate reserves. At June 30, 2018, cash on hand was just over \$10 million. The fund ended fiscal year 2018 with a \$24,792,964 net position, up \$1,537,778 from fiscal year 2017. The increase in net position can be attributed to an increase in connection fees and new utility billing accounts.

Leveraging the Enterprise Fund's strong financial position and stable revenues should enable the Department to balance cash and debt funding to reinvest in infrastructure to ensure that capital assets are renewed appropriately to protect the long-term viability of providing water and wastewater services to the community.

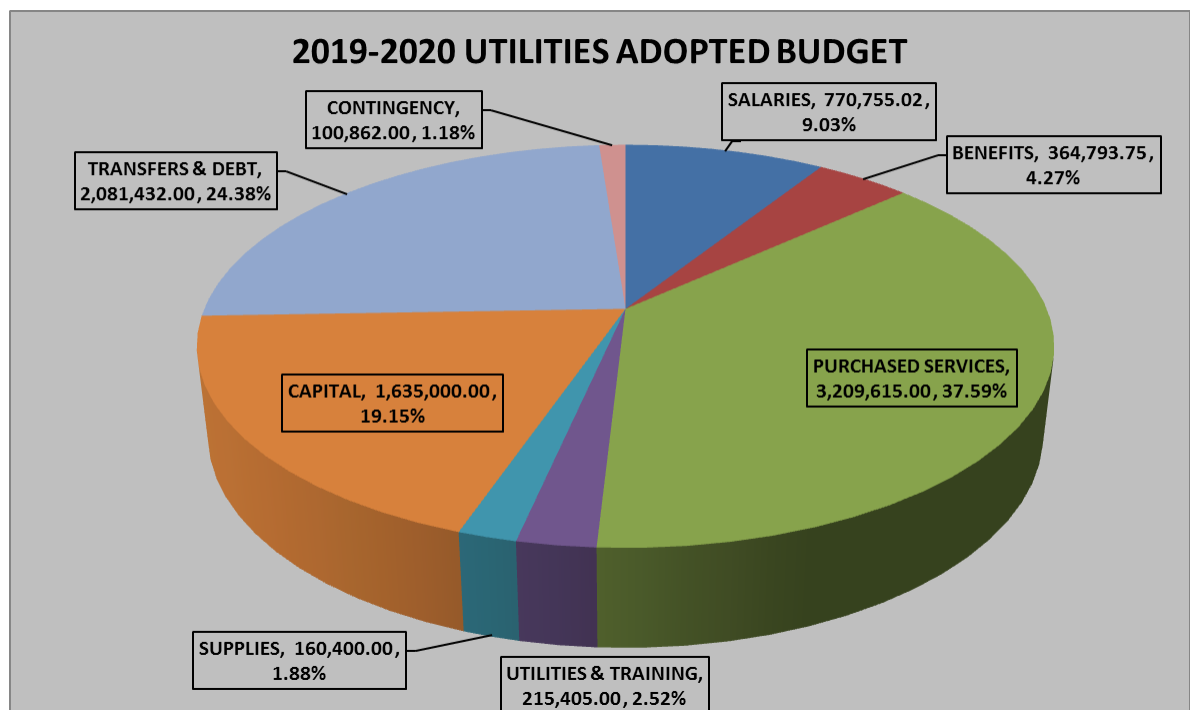
FY 2020 includes an increase of \$259,657 in expenditures from the FY 2019 budget. This increase is primarily due to the continuation of capital project expenditures and contributions for capital maintenance. Revenues to offset the additional expenditures are expected through additional utility customer accounts as well as funds from Utility cash reserves.

The FY 2020 adopted budget includes \$1,530,862 for projects related to the expansion of utilities and the repair or replacement of existing utility infrastructure. These projects include:

- Repair Lagoon at Pump Station #3 – allows for storing sewer materials to dry prior to disposal at landfill (\$30,000)

- Replace Cedar Creek Bridge and London Road walkway access to sewer facilities (\$60,000)
- Replace/Repair sewer mains to address infiltration in
 - Manchester Run (\$225,000)
 - Wildwood (\$125,000)
 - Route 460 (\$200,000)
- Godwin By-Pass Pump to support water supply during power outages (\$60,000)
- Generator at water facilities to support water supply during power outages (\$80,000)
- Jordan on the James Filter Media replacement – replacement of aged water filtration system (\$80,000)
- Beechwood Manor reservoir cleaning and sealing (\$20,000)
- Radio read meter replacement – continued replacement of old water meters with new radio read models that facilitate safer, efficient and more accurate meter data collection for utility billing (\$200,000)
- Courthouse tank repairs – repair to address structural issues and replace ladder (\$50,000)
- SCADA development – continued phased implementation of SCADA computer automation system for remote monitoring, control and data acquisition of its key water and wastewater facilities (\$100,000)
- Temple Avenue Tank & Booster Station – preliminary engineering and design of a new storage tank and booster station in the Puddledock area to provide additional water capacity to serve future prospects in the Southpoint Business Park (\$200,000)

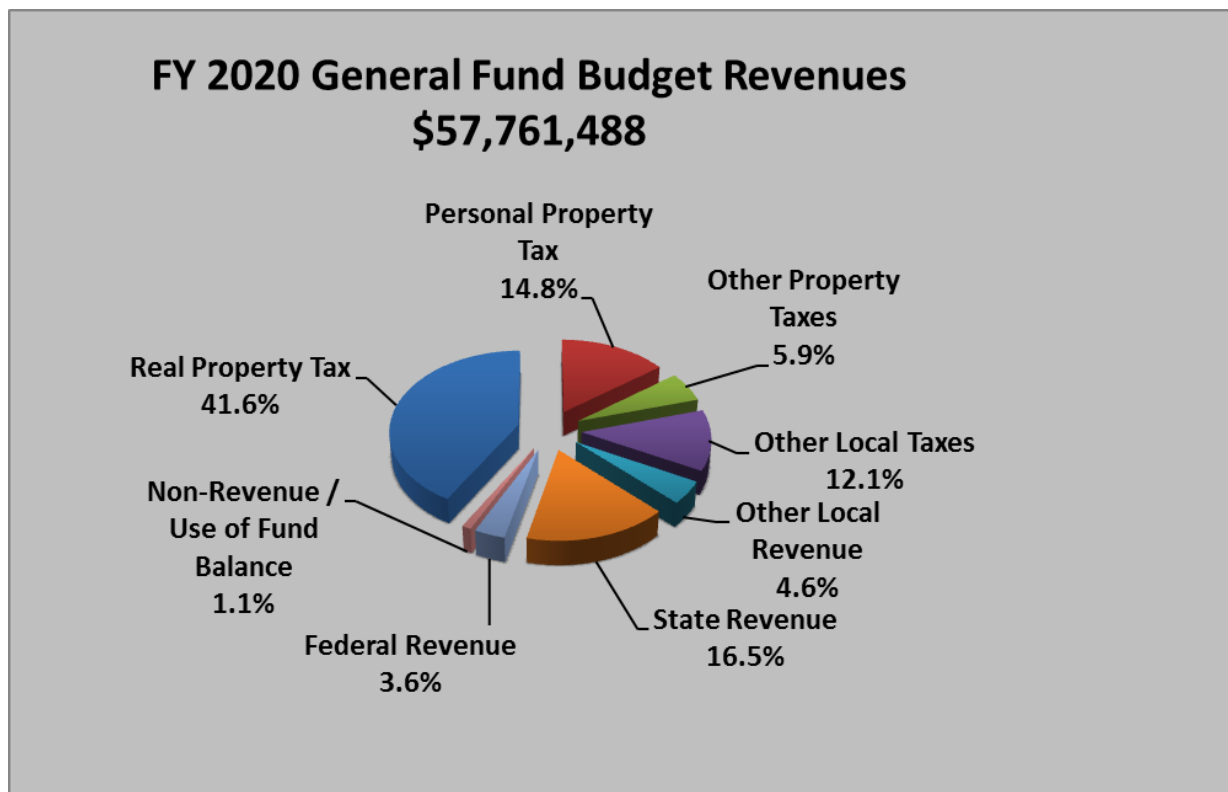
The total adopted Utilities Budget for FY 2020 is \$8,538,263; \$6,832,861 net of inter-fund transfers.



Revenues

General Fund

General Fund revenue is budgeted at \$57,761,488, an increase of \$2,442,969 over FY'19.



Growth in the real estate revenue is projected at \$760,000 or 3.4 percent. The adopted Budget contains no increase in any local tax rate or fee. The real estate rate remains at 0.86 cents per \$100 of assessed value.

City/County	2019 RE Rate
Sussex	0.58
Surry	0.71
Dinwiddie	0.79
Isle of Wight	0.85
Prince George	0.86
Chesterfield	0.95
Hopewell	1.13
Colonial Heights	1.20
Petersburg	1.35

Other increases in revenue include \$100,000 in personal property, which is garnered from an increase in book values and proration that was adopted by the Board of Supervisors in 2014. This increase continues to be diminished by the closure of Ace Hardware and loss of Business Furniture & Fixture tax revenue. Mobile home collections are expected to remain steady with phased-in addition of 131 units at Pine Ridge Mobile Home Park which began during FY '19 and will continue into FY '20.

Additional expected revenue changes are:

- \$289,868 increase in local sales and use tax
- \$25,000 increase in collection of delinquent real estate taxes*
- \$125,000 increase in collection of delinquent personal property taxes*
- \$185,000 increase in machine and tools tax
- \$15,000 increase in bank stock taxes
- \$23,333 increase in lodging taxes (General Fund Portion)
- \$45,000 increase in building, electrical, plumbing and HVAC permit fees
- \$213,198 increase for in-house medical transport fees, generated in part by an increase in the transport and mileage rates
- \$15,000 increase in fines and forfeitures
- \$100,000 increase in interest revenue
- \$60,000 increase in Police Security Fees (with a corresponding increase in expenditures)
- \$52,331 increase in Compensation Board payments (two new positions requested were *not approved*)
- \$36,559 increase in state House Bill 599 Police Department revenues
- \$427,941 increase in CSA At-Risk Youth payments due to elevated spending
- \$270,000 increase in transfer from school division for CSA education-related spending to cover local match
- \$39,795 increase in public assistance collections for Social Services
- \$202,030 increase in state welfare administration collections for Social Services (which funds one new position)
- (\$254,000) decrease in projected use of fund balance – provided to school division in FY '19 as one-time assistance for health insurance rate restructuring
- (\$100,000) expected decrease in state communication taxes
- (\$89,000) decrease in public service tax collections
- (\$40,000) decrease in administrative recoveries for delinquent taxes
- (\$17,513) decrease in court administration – Circuit Court
- (\$16,000) decrease in gas utility taxes

Special Accounts & Funds

Riverside Criminal Justice Agency

Riverside Criminal Justice Agency is a self-supporting fund which relies on state grants in the amount of \$672,482 and local funding from the three participating jurisdictions, Hopewell, Surry and Prince George totaling \$153,829. The contribution for Prince George is approved at \$64,608. Planned use of \$100,000 in Riverside Criminal Justice Agency fund balance is adopted for FY '20. This fund balance has accumulated from a year-long staffing vacancy, and will provide the three participating jurisdictions a one-time reduction in their local contributions. Remaining funds in the budget are provided by client fees for services to make a total budget of \$1,054,417. Prince George is the fiscal agent for Riverside Criminal Justice Agency and includes the Agency in the County-wide budget.

Economic Development and Tourism

Economic Development is fully supported by Meals Tax charged in the County. The total budget is \$1,125,000.

The Department of Economic Development will pay \$385,916 in debt related to the construction at Crosspointe Centre.

This fund covers the County memberships with Virginia's Gateway Region for \$45,479, Crater Planning District Commission for \$23,221, and the Longwood Small Business Development Center for \$6,300.

The Board of Supervisors is being requested to compensate members of the Industrial Development Authority for its service similar to other boards and commissions that have been approved by state law.

The Tourism Fund is supported by a local lodging tax charged to hotel inhabitants in the County. Of the five percent tax, two percent remains in the General Fund and the remaining three percent is transferred to the Tourism Fund which is specifically designated to promote Tourism activity in the County.

The FY '20 budget projects \$440,000 in revenue from this lodging tax to be specifically dedicated to the Tourism Fund. The County's annual contribution to the Prince George County Heritage Center remains at 7.5 percent of the lodging tax (\$33,000) and assists with funding daily operations. Funds have been set aside for contributions to the Petersburg Area Regional Tourism \$38,500 and to the Hopewell-Prince George Chamber Visitor's Center \$46,440.

Also included in the Tourism Fund budget are \$149,490 for debt service on the I-95 Exit 45 water system and \$14,000 for maintenance of improvements made at Exit 45.

Conclusion

The adopted Budget for FY '20 is balanced in accordance with State financial principles and those policies adopted and adhered to by the Board of Supervisors.

Budget highlights include:

- No local tax increases
- An increase in medical transport fees and billable mileage rates to support the addition of two new Fire/EMS Lieutenants
- Increases in contributions to the Riverside Regional Jail are \$2,031,776, \$676,886 (50%) over FY '19
- Funds the Public School Division at \$16,687,651, which is determined from a revised Memorandum of Understanding adopted by the Board of Supervisors in 2019
- Funds \$7,160,506 in debt retirement and contributions to debt reserves
- Funds volunteer programs at \$4,298,764, which includes direct contributions from the County; funds through the Department of Fire & EMS budget; SAFER grant amounts; and special programs such as Line of Duty Act and Length of Service Awards Program
- Provides funding for the Comprehensive Services Act at \$1,950,000, with \$623,173 the required local match for CSA. The increase in Comprehensive Services Act spending is \$690,000 or 54.8 percent
- Adds compensation for the Industrial Development Authority Board
- Includes no funding for capital projects except \$400,000 for law enforcement vehicles and recommends \$160,761 for equipment in the General Fund
- Includes funding for Utility capital projects in the amount of \$1,530,862

- Three additional positions and two employee reclassifications were approved and funded with additional state revenues and an increase in billable medical transport fees.
- An increase of \$155,383 is included in the General Fund for employee health insurance premiums.
- A total of \$399,869 is recommended for employee salary increases, including partially funding Phase 2 of the recent Salary Study.
- Communications Officers were moved from a grade 310 to a 312 at a cost of \$42,670
- Continues to fund a career development program with five additional departments added in FY '20.
- \$300,000 approved for building maintenance.
- Keeps Fund Balance at 15.4 percent, above the 12.5 percent mandated by policy established by the Board of Supervisors.

I would like to thank Finance Director Betsy Drewry; Accounting Supervisor Lori Robertson; Financial Reporting Accountant Ashley Talmage and Deputy County Administrator Jeff Stoke for their assistance in putting this document together. County Staff values board member input provided at our budget work sessions and the continued dialogue through the budget adoption process. We look forward to another year of success and sound fiscal management in FY '20.

Sincerely,

A handwritten signature in black ink, appearing to read 'Percy C. Ashcraft', written in a cursive style.

Percy C. Ashcraft
County Administrator

VISION

Prince George County....A global community where families thrive and businesses prosper.

MISSION

It is the mission of Prince George County to provide a balanced quality of life for our citizens. We will provide residents and businesses with equal access to high quality services in a fiscally responsible and prudent manner. We affirm to continue to practice sustainable development throughout the County.

CORE VALUES

INTEGRITY

ACCOUNTABLE

TRANSPARENCY

INNOVATION

RESPECT

STEWARDSHIP

A PLACE WHERE VOLUNTEERS MATTER

STRATEGIC PLAN

The Board of Supervisors recognizes its responsibilities of providing core services to the citizens of Prince George in the areas of education, public safety and social services. The following strategic initiatives have been put forth as additional priorities to advance the vision and mission of the County.

STRATEGIC INITIATIVE ONE: BOLSTER ECONOMIC WELL-BEING

STRATEGIC INITIATIVE TWO: PRACTICE GOOD GOVERNANCE

STRATEGIC INITIATIVE THREE: FUNDING THE FUTURE

STRATEGIC INITIATIVE FOUR: STRENGTHEN CIVIC PARTNERSHIPS

INITIATIVE ONE: BOLSTER ECONOMIC WELL-BEING.

Capitalize on Prince George County's mix of assets, location and heritage to increase, diversify and strengthen the economic well-being of county residents and businesses alike.

ACTION AGENDA:

1. Support businesses and local entrepreneurs through a focused business appreciation and expansion program.
2. Adopt/implement a Prince George County tourism and sports development strategy.

3. Plan for future business/industrial park development in Prince George County.
4. Expand wireless technology throughout the county.
5. Develop a 5 year infrastructure forecast that will support business, commercial and industrial development in Prince George County.
6. Strengthen our partnerships focused on economic development and economic well-being.
7. Share the Prince George County business story with state and federal legislators.
8. Advocate for and support a technical workforce training initiative in the Prince George County school system.

INITIATIVE TWO: PRACTICE GOOD GOVERNANCE.

Good governance means focusing on the county's mission, performing defined roles and government functions effectively and being accountable to the residents of Prince George County.

ACTION AGENDA:

1. Develop fact sheets for major policy issues and share them with the public and the media.
2. Develop and adopt a Board of Supervisors Code of Ethical Performance.
3. Place a Chairman's message on the County's website.
4. Develop a policy guide for appointing citizens to County boards and commissions.

INITIATIVE THREE: FUNDING THE FUTURE

To make the future happen in Prince George County will require a commitment to identifying and discussing revenue options and opportunities.

ACTION AGENDA:

1. Develop a two year revenue and expenditure forecast for Prince George County.
2. Develop a water and sewer service plan and implementation strategy.
3. Develop a six-year transportation improvement plan and implementation strategy.
4. Develop a 10 year CIP forecast inclusive of revenue and financing options.
5. Develop a performance agreement with the school system that accounts for the county's investment in public education.

INITIATIVE FOUR: STRENGTHEN CIVIC PARTNERSHIPS

To be successful, the Prince George County Board of Supervisors must have a positive and interactive relationship with County residents. We are committed to assisting county residents to gain a greater understanding of their County government.

ACTION AGENDA:

1. Develop Public Service Announcements (PSA) for the media.
2. Sponsor a Prince George County Local Government Academy to assist County residents to gain insight and understanding about their County government.
3. Sponsor an annual boards and commission appreciation reception.

GOALS & PERFORMANCE MEASURES

New for FY2020 – Most of the County's departments prepared **Goals** that support the County's **Strategic Initiatives**. Additionally, the Department Heads developed **Performance Measures** that evaluate success of operations and demonstrate effective and responsible use of County resources. These goals and measures will be evaluated and fine tuned annually. Constitutional Offices did not develop goals and measures in this cycle. Additionally, there were departments with staff turnover that will be working on goals and measures this fiscal year.

The County publishes an **Annual Report** that summarizes activities and accomplishments of each County department. The report for 2018 can be found on the County's website in the County Administration section using the following link.
https://www.princegeorgeva.org/document_center/CountyAdmin/2018AnnualRpts.pdf

COMMUNITY PROFILE

Overview

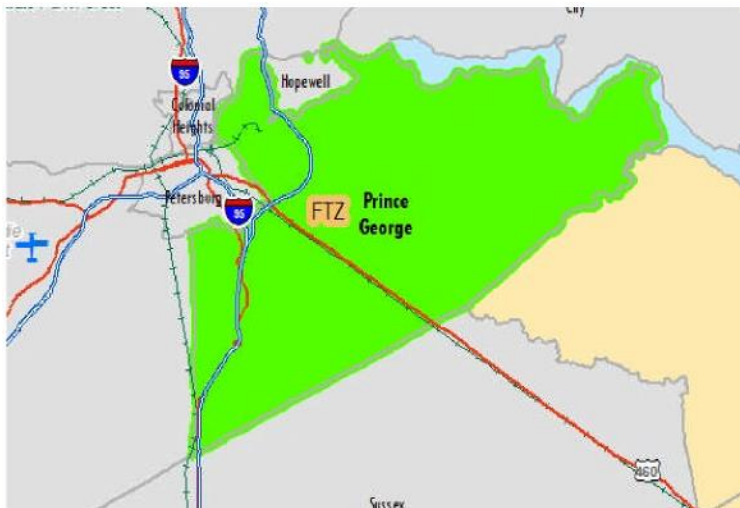
Prince George County, Virginia is a suburban community of 37,212 residents. It is centrally located in southeastern Virginia and is included in the Richmond Metropolitan Statistical Area (MSA).



Prince George has transitioned from an agricultural economy to an industrial and informational economy. Fort Lee, the County's largest economic asset, continues to be a catalyst for progress.

Rural, yet suburban, Prince George County continues to experience a steady population increase and economic growth while maintaining an optimum quality of life for its citizens. Prince George County is committed to being the best place to live, learn, work and raise a family!

Prince George County provides ideal access to all major East Coast and Sunbelt markets via Interstates 95 and 295. The Port of Hampton Roads is accessible via US Route 460 and rail, which runs parallel to route 460.



Distance from Major Points of Interest

Richmond: 25 miles northeast

Washington, DC: 125 miles north

Port of Hampton Roads: 90 miles southeast

Raleigh, NC: 150 miles south

History

Prince George County was established in 1702 and was named in honor of Prince George of Denmark, Husband of England's reigning monarch, Queen Anne. It was formed from Charles City County, one of the original eight shires, and its boundaries stretched from south of the James River down to the North Carolina line.

During the Civil War, Prince George played a vital historical role. Appomattox Manor, in that area of the County known as City Point, served as General Grant's Headquarters and pentagon of the Union Army. It was here where Lincoln spent the last three out of four remaining weeks of his life in 1865.

After Cold Harbor, Grant needed to move his army into position for the siege of Petersburg and searched the James River for an appropriate place to cross. Flowerdew Plantation was chosen as the site where the Union Army would construct a 2,100-foot long pontoon bridge in June of 1864. Two-fifths of the Army of the Potomac crossed this bridge at Wilcox Landing to Flowerdew, traveled through the Prince George Courthouse area, and prepared to take Petersburg.

The historic Battle of the Crater was also fought in Prince George, since that area did not become part of Petersburg until 1956. By the end of July 1864, Union activists under Union Generals Butler and Burnside planned a massive explosion to blow a hole in Confederate lines around Petersburg. This large explosion had a disastrous end for the Union troops, and more than 5000 men were lost on both sides.

In September of 1864, Confederate scouts had detected a three-thousand-head beef herd held in a Union cattle pen at Coggins Point on the James River. Confederate General Wade Hampton, acting on a suggestion by Confederate General Robert E. Lee, hatched a plan to pull off the Great Cattle Raid. He and his troops advanced to the area, engaged the enemy, surrounded the cattle herd, and drove them out of Union control southward behind Confederate lines. Thanks to Hampton's men and some real Virginia cowboys, hungry Confederate soldiers were able to enjoy their well-earned beefsteak feast.

Since the County served as a field of operations for both the Union and Confederate Armies, many buildings suffered extensive damage. The Prince George Courthouse was ransacked and burned with many of its record books and documents destroyed or carried away by treasure-seekers. Private estates such as Brandon and many County churches were also seized, ransacked, and damaged.

Prince George's role and contribution to the military and defense of our nation did not end after 1865. During WWI in June 1917 the U.S. Army began building Camp Lee, which was to serve vital infantry training ground for American soldiers on their way to Europe. Camp Lee was also a pivotal training ground during WWII where it became the

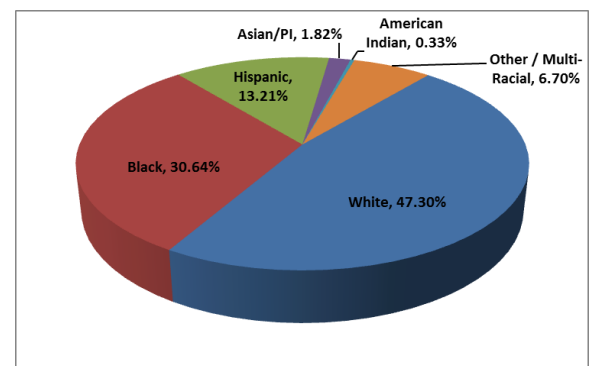
center of both basic and advanced training of quartermaster personnel. In 1950 it was re-designated Fort Lee, and its primary mission today is focused on quartermaster and logistics training disciplines.

Public Schools

Prince George County Schools include 5 elementary, 1 middle, 1 junior high and 1 high schools. In addition, the County is part of Rowanty Technical Center, a regional technical school.

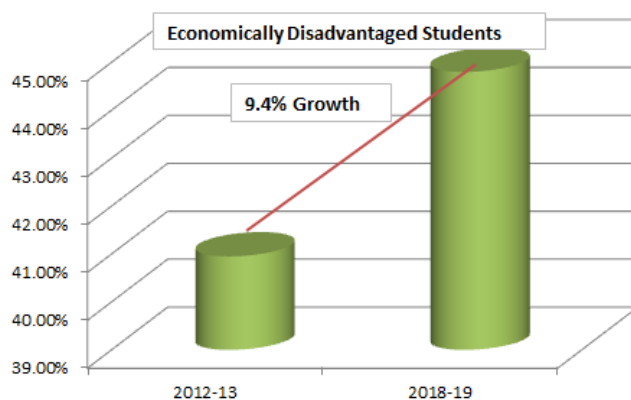
Student Enrollment for the 2018-19 school year is 6,236 (Fall Membership K-12) with an additional 124 Pre-K students. The FY2018-19 school budget was based on a projected Average Daily Membership (ADM) of 6,150. Projected ADM for the 2019-20 school year was reduced to 6,126.8.

Based on statistical data shown during the Superintendent's Proposed Budget presentation, the student population of Prince George County Public Schools reflects diversity in race/ethnicity with 47.30% of students reported as White, 30.64% as Black, 13.21% Hispanic, 6.70% identifying as Other / Multi-Racial, 1.82% Asian/PI, and 0.33% as American Indian. The overall demographic information has remained fairly consistent during the last five school years.



The number of LEP students served has grown from 75 in 2012-2013 to 135 students currently served by the Prince George County Public Schools. This represents an 80% increase from the 2012-2013 school year to the 2018-2019 school year.

Additionally, Prince George County Public Schools currently serves 1,804 military dependent students whose parents are members of the Armed Forces or civilian employees of the Department of Defense. Of these students, 1,540 live on federal property. The total percentage of Military Dependent students served in PGCPs is 28.37%.



Students who are considered Economically Disadvantaged made up 40.95% of the student population in 2012-2013. This percentage has increased to 44.80% for the 2018-2019 schoolyear. Additionally, students with disabilities make up 13.46% of the PK-12 student population. This percentage has fluctuated between 10-13% during the past few years.

Comprehensive Plan:

Every five years, Prince George County Public Schools develops a comprehensive plan to guide the work of the school division during those years. The Prince George County Schools' Comprehensive Plan 2016-2021 represents the division's commitment to planning and an on-going assessment of its programs. The foundation of the plan is based on and is reflective of the mandates of the Virginia Standards of Quality, the Regulations Establishing Standards for Accrediting Public Schools in Virginia, the re-authorization of the Elementary and Secondary Education Act, and the Mission and Guiding Principles of the school division.

The comprehensive plan was developed by a committee which included teachers, parents, administrators, members of the school board, and community members. The plan contains objectives and strategies for:

- increasing student achievement
- providing opportunities for training and professional development
- integrating educational technology into the instructional programs
- parental and community involvement to build successful school and parent partnerships
- creating and maintaining a safe and orderly environment for learning
- improving facilities

Instructional Initiatives:

Student achievement and continuous growth are the core priorities of our school division. All Prince George County Schools are fully accredited. As student achievement data is disaggregated and analyzed to consider the performance of *All* students as well as each of the subgroups, achievement gaps were noted. In an effort to close these achievement gaps, the division is in the second year of implementing a Tiered System of Supports to meet the academic needs of students who face difficulties mastering the content. The Tiered System of Supports serves as a framework for meeting the needs of all students through support and enrichment in the classroom as well as providing students with multiple opportunities to learn through re-teaching and remediation. Additional researched-based instructional methods and strategies have been put in place to increase student achievement. In addition, a DoDEA grant has been awarded to the Prince George County Public Schools to facilitate the expansion of the use of technology to support instruction in secondary English and Math classrooms to help staff differentiate instruction to meet the needs of all learners. This technology was placed in the secondary schools beginning in the Fall of 2017.

Facility Study and Core Committee:

Prince George County Public Schools conducts a facility study and data review every ten years. The 1995 facility study initiated the closing of Burrowsville and Carson Elementary Schools, expanded South and Harrison Elementary Schools, the building of the new J.E.J. Moore Middle School, the renovations of N.B. Clements Junior High School, and minor renovations to Prince George High School. The 2015 facility study resulted in the building of the new North Elementary. The current facility study began during the 2014-15 school year. The observations made from this current study include:

- William A. Walton and Beazley Elementary Schools are at the end of their life and require replacement.
- Prince George High School needs to be renovated to address student circulation, program enhancements, safety, and security.

To address the findings of the 2015 facility study, the Prince George Schools' Core Committee was established. The Core Committee included parents, teachers, county and school administrators, members of the school board, board of supervisors and the community. The purpose of the Core Committee is to recommend to the Prince George School Board a building and renovation plan that addresses both the present and the future educational needs of the students in the school division. The work of the 2016-17 Core Committee was completed in June of 2017 and was presented to the School Board and then to the Board of Supervisors. Recommendations from that Committee were included in the County-Wide Capital Improvement Plan (CIP). The CIP recommendations are found in the Capital Improvement Program section of this adopted document.

Higher Education

Several colleges and universities are located within a 60 mile radius of the county. Richard Bland is a two-year affiliate of the College of William and Mary and offers associate degrees in business, arts and science. Two community colleges, John Tyler and J. Sargeant Reynolds, offer a range of one and two year programs. The University of Richmond, Virginia Commonwealth University, the College of William and Mary, Virginia Union University, Randolph-Macon College and Virginia State University offer a wide range of four year programs as well as advanced degrees.

Economic Development & Tourism Activity

Prince George County, Virginia, unemployment remained stable in 2018. The unemployment rate was 3.1% in December of 2018. The business environment continues to improve with increased new project activity.

There were a total of 2,129 business licenses in 2018 (2,163 in 2017). New business licenses in 2018 amounted to 301 (compared to 466 in 2017). The remaining 1,828 business licenses were renewals.

Selected highlights for 2018:

- Hosted Business Roundtable alumni dinner at the Country Club of Petersburg with keynote speaker Keith Boswell, CEO, Virginia's Gateway Region, who discussed new initiatives planned for the upcoming years.
- Visited 24 businesses as part of the Business Retention and Expansion (BR&E) program.
- Responded to 27 industrial prospects with nine site visits evaluating potential County locations. The prospects were generated by Virginia's Gateway Region and the Virginia Economic Development Partnership.
- Held three Prince George County Industrial Development Authority Board meetings. The FY18 audit is complete and in proper order.
- Hosted a Virginia Gateway Region economic developers meeting.
- Provided five "Key to the County" plaques in partnership with the Hopewell/Prince George Chamber ribbon cutting and grand opening events.

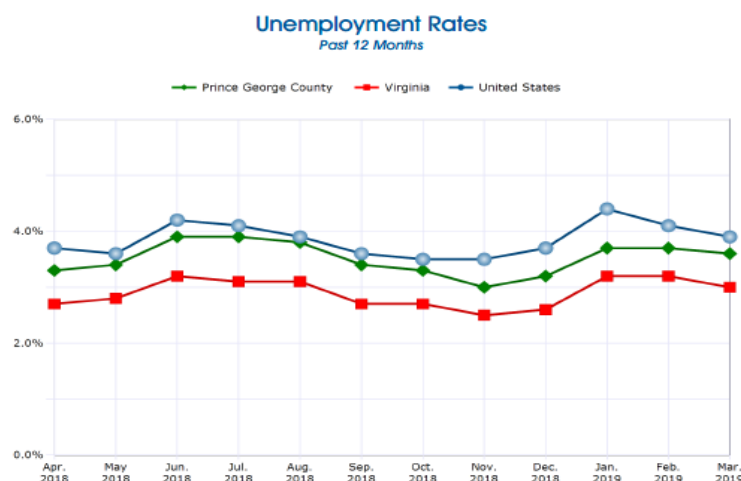
Love's Travel Stop	March 2, 2018
NAPA Auto Parts	April 6, 2018
Luca Italian Restaurant	June 11, 2018
Benzer Pharmacy	September 17, 2018
Barns of Kanak	October 12, 2018

- The Prince George Youth Workforce Academy held another successful year teaching the fundamentals of employment through a tri-partnership among Prince George Promise, Prince George Public Schools and Prince George County Government. There were 10 students assigned to Prince George County during the summer.
- The County hosted the Czech and Slovak Folklife Festival. The event saw approximately 2,500 visitors, both local and from outside the region. The Tourism office assisted with the planning of the event and staff volunteered the day of the event.
- Worked with an architect in creating Prince George, The Man Alcove and Bust. Assisted with the Founder's Day celebration dedicating the 315th anniversary of the founding of Prince George County and the unveiling of Prince George, The Man Alcove and Bust. Members of the Danish Consulate, Washington, D.C. were honored guests at this event.

- Secured a lease between Tree Time Adventures and Prince George County for a new outdoor adventure park to be located in Scott Park.
- Partnered with PGEC Enterprises to host 2018 RURALBAND event at the Central Wellness Center. PGEC brought fiber to the home to over 340 citizens and businesses including the Appomattox Regional Library System location at the Burrowsville Community center.
- Assisted and secured Service Center Metal's fourth expansion which included a planned \$45 million capital investment and 58 new jobs in Prince George County. The project was later addressed at the State of the Commonwealth by then current Governor Terry McAuliffe. Alan Carmichael, Board of Supervisors, and Chip Dollins, Vice President of Operations Service Center Metals, were honored guests at this event.
- Assisted Prochimir's, French plastic film making company, acquisition and expansion of Blue Ridge Film. The company is investing \$3.6m in new capital and four (4) new jobs for 2019.
- Assisted NVR, Inc. in locating in Southpoint Business Park. The company is investing \$11.5m in new capital and 201 new jobs over the next five years.
- Economic Development Specialist, Yoti Jabri completed International Economic Development Council Basic Course through the University of North Carolina.
- Attended tradeshow such as:
 - Modex, Atlanta (industrial)
 - ICSC RECON, Las Vegas (retail)
 - Select USA, Washington D.C. (industrial)
 - ICSC Deal Making, New York (retail)
- Scheduled six baseball/softball tournaments and the Jerry Skalsky Soccer Tournament in the County.

The Top Employers in Prince George County for 2018 were: Food Lion DC, Standard Motor Products, Inc., the U.S. Defense Department, the Federal Correctional Complex, the County of Prince George and the Riverside Regional Jail. All of these companies employed 250+ people.

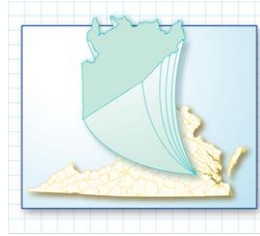
Prince George County, VA Unemployment Rates (Virginia Employment Commission)



STATISTICAL DATA



Year Established 1702
 Area 265.16 sq miles
 Total Adopted Fiscal Year 2019 Budget \$ 123,068,958
 (Includes Utility Enterprise Fund)



Population (2017) 37,704
 Median Age 37.1
 Median Household Income \$ 68,461
 Households (2013-2017) 11,298
 Persons per Household 3
 High School Graduate or higher (age 25+) 88.50%
 Bachelor's Degree or higher (age 25+) 23.10%
 Persons in Poverty 12.30%



Source: US Census website

Fire & Emergency Protection

Paid Staff Full-Time - Response *	23
Paid Staff Part-Time - Response	42
Support Staff	2
Volunteers (Active)	128
Calls for Service (2018)**	3,322
Average Response Time Suburban	
P1	9.4
P2	10.7
P3	11.7
Average Response Time Rural	
P1	12
P2	13.5
P3	14.1



*Includes Director

**Required one or more EMS units

Police Department

Sworn Officers	56
Civilians	4.5
Auxiliary	6
Emergency Communication Center	17



Crime Statistics (2018) - "A" Offenses

Violent Crimes	351	} 1,603
Property Crimes	850	
Crimes Against Society	402	



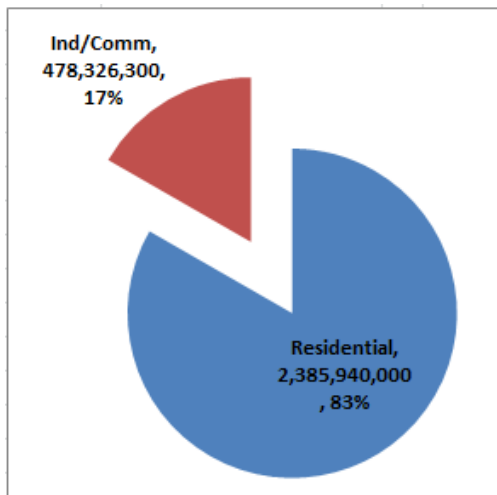
Traffic Data Total (2018)

Traffic Stops	7,793
Summons	5,481
Warnings	3,386

Animal Services

Officers + Supervisor (1)	4
Support	1
Kennel Attendants	1.5
Animal Intakes (2018)	1211





Major Employers

U. S. Department of Defense
 County of Prince George
 U. S. Department of Justice
 Cantu Services, Inc.
 Delhaize America Distribution Center
 Perdue Products
 Riverside Regional Jail
 Standard Motor Products
 Rolls-Royce Crosspointe Operations
 U. S. Department of Army and Air Force

Top 10 Water Customers

Gallons Used 2018

Riverside Regional Jail	51,670,204
Service Center Metals	24,422,700
Independence Place Apartments	10,165,111
Food Lion Distribution	9,982,196
Rolls Royce	9,880,900
Jefferson Pointe Apartments	8,844,695
Bailey's Ridge Apartments	8,283,282
Branchester Lakes Apartments	6,330,015
Perdue Farms	6,244,800
Country Aire MHP	5,981,202

Land Book / Assessor Information

Land Book Summary	Projected 2020	FY 2019
Residential / Agricultural	2,280,912,900	2,165,701,900
Multi-Family	105,027,100	102,755,300
Commercial / Industrial	478,326,300	463,799,400
Total Land Book	2,864,266,300	2,732,256,600
Assessment Frequency	Annual	



Public Schools in the County

School	Enrollment
Elementary	
L L Beazley*	610
D A Harrison*	581
North*	738
South *	483
W A Walton*	606
Middle School	
J E J Moore	1,523
Jr High School	
N B Clements**	
High School	
Prince George High	1,819

*Includes PreK

**N B Clements now reported with JEJ Moore & PGHS

Water & Wastewater Services

Customers served 2018	4,458
Gallons used daily - Water 2018	945,934



BUDGET PROCESS & POLICIES

PURPOSE OF BUDGETING

The primary purpose of budgeting is to ensure that Prince George County has properly identified and accounted for the services it promises to provide to the citizens. The budget provides detailed financial information on the costs of the services and the expected revenues for the upcoming year. The budget process also provides a forum for reviewing progress made in the current year and the levels of service provided by local government and for setting priorities for services in the upcoming years to meet the needs and requirements of our citizens.

PUBLISHED BUDGET DOCUMENTS

Each year, Prince George County publishes a variety of documents that detail the financial and operational plans for the upcoming fiscal year. Following is a brief description of each of the documents:

- The ***Superintendent's 2019-20 Budget Plan*** is the original proposed budget issued by the school superintendent. This was presented to the School Board on February 12, 2019. This document includes the School Fund and School Self-Sustaining Funds budgets.
- The ***County Administrator's Proposed Budget*** contains summary information on the Total County Budget. This document provides detailed information on the General Fund, General Government Special Revenue Funds, Utility Funds, Capital Improvements Fund and Debt Service Fund. Detailed information on the School Fund and School Self-Sustaining Funds are found in other documents as noted in this section. The County Administrator's Proposed Budget was presented to the Board of Supervisors on February 26, 2019.
- ***Recommended Capital Improvement Program*** contains detailed information on proposed capital projects for both local government and schools. This document is presented to the Board in the County Administrator's Proposed Budget.
- The ***Board of Supervisors' Adopted Budget*** is developed by the Board of Supervisors after a series of work sessions and public hearings. This document reflects any changes made by the Board of Supervisors to the County Administrator's Proposed Budget and was adopted on May 14, 2019.

- The ***Adopted Capital Improvement Program (CIP)*** provides detailed information on approved capital projects and reflects any changes made by the Board of Supervisors to the Recommended Plan. No action was taken on funding proposed CIP projects on May 14, 2019.
- The ***School Board's Adopted Budget*** is the final approved budget for the School Division. The School Board adopted its budget on March 22, 2019.

Budget Awards

Prince George County has received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for several years. The most recent award for FY2019 can be seen on the following page.

Bond Rating

In March of 2017, Fitch Ratings reaffirmed Prince George County's AA+ Bond Rating with a stable rating outlook. AA+ rating means that the County can borrow funds enjoying low interest rates, and is a strong endorsement of sound fiscal management. The Board of Supervisors and County Administration is committed to adhering to established financial policies and procedures. Only a AAA rating is higher.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of Prince George
Virginia**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morill

Executive Director

STATE REQUIREMENTS

Requirements for Budget Adoption

The Commonwealth of Virginia requires all localities to meet certain budget guidelines, as outlined in Sections 15.2-2500 to 15.2-2513 of the Code of Virginia (1950), as amended. According to these guidelines, all localities within Virginia must have a fiscal year beginning on July 1 and ending on June 30 and must approve a balanced budget. A balanced budget is one in which the available revenues and appropriated fund balances equal estimated expenditures for a fiscal year. The School Board must approve the School Budget by May 1 or within 15 days of receiving estimates of state funding, whichever occurs later. The Board of Supervisors must approve the operating budget and set the tax rate by July 1 of each year. The adoption of the tax rate requires the Board to hold a public hearing and to advertise this hearing no less than 30 days in advance if the reassessment would result in an increase of one percent or more in the total real property tax levied compared to the prior year's tax levies. Although these are the minimum state requirements, the County traditionally has adopted its budget by April 30 in order to establish teacher contracts and to set the property tax rates prior to the tax bill mailing date. For FY 19/20, the Board adopted the tax rates on April 9th and the budget on May 14th. The official appropriation of funds takes place prior to July 1 of each year.

Requirements for Budget Amendment

The process by which the operating budget may be amended is governed by Section 15.2-2507 of the State Code. The budget may be amended to increase the aggregate amount to be appropriated during the current fiscal year, as shown in the currently adopted budget. Any amendment which exceeds one percent of the total revenue shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and public hearing in a newspaper having general circulation in the County seven days prior to the meeting date. The notice shall state the County's intent to amend the budget and include a brief synopsis of the proposed budget amendment. The Board of County Supervisors may adopt the amendment at the advertised meeting, after first providing a public hearing during the meeting on the proposed amendment. Amendments of less than one percent of the total revenue or \$5,000 also must be approved by the Board of Supervisors, although no public hearing is required. Appropriations up to \$5,000 are approved by the County Administrator. Appropriations lapse at the end of each fiscal year (June 30) for all funds, except the Capital Projects fund.

Requirements for Financial Records

The County's financial records are audited each year by a firm of independent certified public accountants in accordance with the Government Accounting Standards Board. The single audit is required under the provisions of the Single Audit Act of 1984 and the U.S. Office of Management and Budget Circular A-133, Audits of State and Local Governments. Copies of the annual financial audit are available upon request from the Department of Finance and are located on the County website.

PUBLIC PARTICIPATION

Each year, the County develops a schedule of events that describes the dates of public and Board participation in the budget process. The Board is asked to approve the schedule of the budget process in order to establish firm dates for meetings and provide the public with as much notice as possible. The Finance Department may be contacted during normal working hours by calling (804) 722-8710. Budget information of interest to the public can be found on the County website at www.princegeorgecountyva.gov.

BUDGET CALENDAR

The County's budget schedule began in December of 2018 with initial data gathering for the General government department expenditures. In January, the County Administrator, Deputy County Administrator and Finance Director meet with departments to clarify any questions on their budget submissions.

From December through January, the Finance Department staff reviewed department and agency requests and developed budget related inquiries and updated revenues. Using guidance achieved from the Five Year Financial Plan and the results of discussions with department staff, the County Administrator, Deputy County Administrator and Finance Director developed specific recommendations for a balanced FY 19/20 budget. By the end of January, the County Administrator made his decisions on the budget recommendations and staff prepared the County Administrator's proposed budget document for FY 19/20. This budget was presented to the Board of Supervisors on February 26, and a public hearing on the County Administrator's proposed budget was held on April 23.

After the proposed budget was presented, the Board held work sessions to conduct a detailed review of each area of the budget and to recommend specific changes to the County Administrator's proposed budget. After all of the budget changes were agreed upon, a public hearing on the tax rate was held on April 9. The Board set the tax levy for the coming year on April 9. The Board adopted the operating budget on May 14. Appropriation of the adopted budget is scheduled for June.

Once the budget is appropriated, it becomes the legal basis for spending funds to accomplish the programs of each department of the County during the fiscal year. No department or agency may spend in excess of the appropriated amounts. Financial and programmatic monitoring of departmental activities occurs throughout the year to ensure conformity with the adopted budget. The County Administrator is authorized to transfer budget amounts contained within the same funds. Transfer of budgeted funds between funds must be approved by the Board. Procedures governing amendments to the adopted operating budget are described on the previous page.

MAJOR CATEGORIES OF EXPENDITURES

The General Government budget is divided into seven major functional areas: Administration; Constitutional Officers; Community Development; Financial Services; Operations; Public Safety; Social Services; Other.

The **Administration** functional area provides for County policy direction and management through the County Administrator's Office and the Board of Supervisors; legal advice from the County Attorney; and personnel and organizational development functions from Human Resources.

The **Constitutional Officers** functional area provides recording and maintaining all Court records from the Clerk of the Circuit Court, prosecution of felony crimes from the Commonwealth Attorney, security and home incarceration from the Sheriff, records of assessed revenue from the Commissioner of the Revenue, and tax and revenue collection from the Treasurer.

The **Community Development** functional area provides building inspections, planning and zoning and code compliance within the division of Community Development.

The **Financial Services** area includes real estate assessment from the Assessor, payroll, accounting, purchasing, and budgeting for the County from the Finance Department; and technology support through the Information Technology Department.

The **Operations** functional area provides maintenance of County vehicles through the County Garage; the maintenance of County buildings through General Properties; support of the recycling program and landfill maintenance; the Parks and Recreation Department which provides County park operations and maintenance, community centers, and athletic programs. County Engineering is also included in this functional area.

The **Public Safety** functional area provides all police services such as patrol, investigations, and animal control through the County Police Department; emergency fire/rescue services provided by the County Department of Fire/Rescue and the volunteer fire companies and rescue squads; Emergency Communications (E-911).

The **Social Services** functional area provides the Department of Social Services. The services provided include oversight and implementation of state and federal social programs, the provision of mental health services, outreach services, transportation services, services for the elderly, and funding for other local social benefits. Comprehensive Services are also managed.

The **Other** area provides the Registrar, Circuit Court, General District Court and Magistrate functions. Law Library, Victim Witness, Board and Care of Prisoners, Court Services for juveniles, local health department, District 19 Services, the Regional Library, Soil & Water Conservation District, VPI Extension Service, Farmer's Market and transfers to other funds.

FUND STRUCTURE

The budget of the County is organized on the basis of fund classifications, each of which is considered to be a separate accounting and reporting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses.

There are three major types of funds:

1. GOVERNMENTAL FUND TYPES

Governmental funds account for the expendable financial resources, other than those accounted for in Proprietary and Fiduciary Funds. Governmental funds utilize the modified accrual basis of accounting where the measurement focus is on financial position and changes in financial position, rather than upon net income determination. The individual Governmental Funds are:

- The General Fund accounts for all revenues and expenditures applicable to the general operations of the County that are not accounted for in other funds. The General Fund is the main operating account of the County and therefore, the largest of the governmental funds. This fund includes most traditional local government programs such as police, libraries, fire and rescue, parks, human services, etc. The General Fund also includes transfer payments to the School, County debt service, and capital improvement funds.
- The School Fund reflects revenues and expenditures related to the operation of the County's school system. The primary sources of revenue, exclusive of transfers from the General Fund, are basic aid payments from the Commonwealth and educational program grants. Major expenditures include instructional costs and transportation.
- Other School Funds (Self-Sustaining) are separate funds that are used for limited expenditures due to legal or regulatory provisions and are self-sustaining or self-supporting. These funds require minimal transfers from the General Fund and are primarily funded by federal and state categorical funds, fees, and grants. Examples of these funds are the Food Services Fund, School Textbook Fund and the Federal Programs Fund (formerly Title I Fund).
- Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than those dedicated to the General Fund) that are legally restricted to expenditures for specific purposes. Special Revenue Funds include Community Corrections, Adult Education, Tourism Fund, Economic Development Fund etc.

- The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related charges. Debt service expenditures are funded by transfers from the General Fund and other sources.
- The Capital Improvement Funds account for financial resources used for the acquisition or construction of capital facilities. Funding for capital projects is derived from various sources such as borrowed funds, transfers from the General Fund, and other federal, state, and local revenues.
- The Stormwater Management Fund. Funding for capital projects is derived from various sources such as borrowed funds and other federal, state, and local revenues.

2. FIDUCIARY FUNDS (TRUST AND AGENCY FUNDS)

These funds account for assets held by the County in a trustee or custodial capacity on behalf of others. Fiduciary Funds include non-expendable trust funds. These funds are reported in the Comprehensive Annual Financial Report (CAFR) but are not included in this document.

3. PROPRIETARY FUNDS

Proprietary Funds account for operations that are financed in a manner similar to private business enterprises. The Proprietary Funds utilize the accrual basis of accounting where the measurement focus is upon determination of net income, financial position, and changes in financial position. Proprietary Funds consist of Internal Service Funds.

- The Water/Sewer (Utilities) Fund. Funding for water and sewer services provided to County residents. All fees raised cover the expenses required to provide services and maintain capital.

WHICH FUNDS ARE INCLUDED IN THIS BUDGET DOCUMENT?

The County's operating budget document primarily addresses budgets for Local Government operations and of the General Fund, along with a summary of the debt service and capital improvement funds. The operating budget document includes several special revenue funds and other funds that receive transfers from the operating budget, including the School Fund, Tourism Fund, the Economic Development Fund, Water/Sewer Fund and the Capital Improvements Fund.

An itemized and complete financial balance sheet for the County as well as a comprehensive statement of revenue disbursements, liabilities, reserves, and surplus or deficit of all funds subject to appropriation are contained in the Certified Annual Financial Report (CAFR), published separately by the Department of Finance.

Other special revenue funds, internal service funds, and trust and agency funds are summarized in the County's annual financial report.

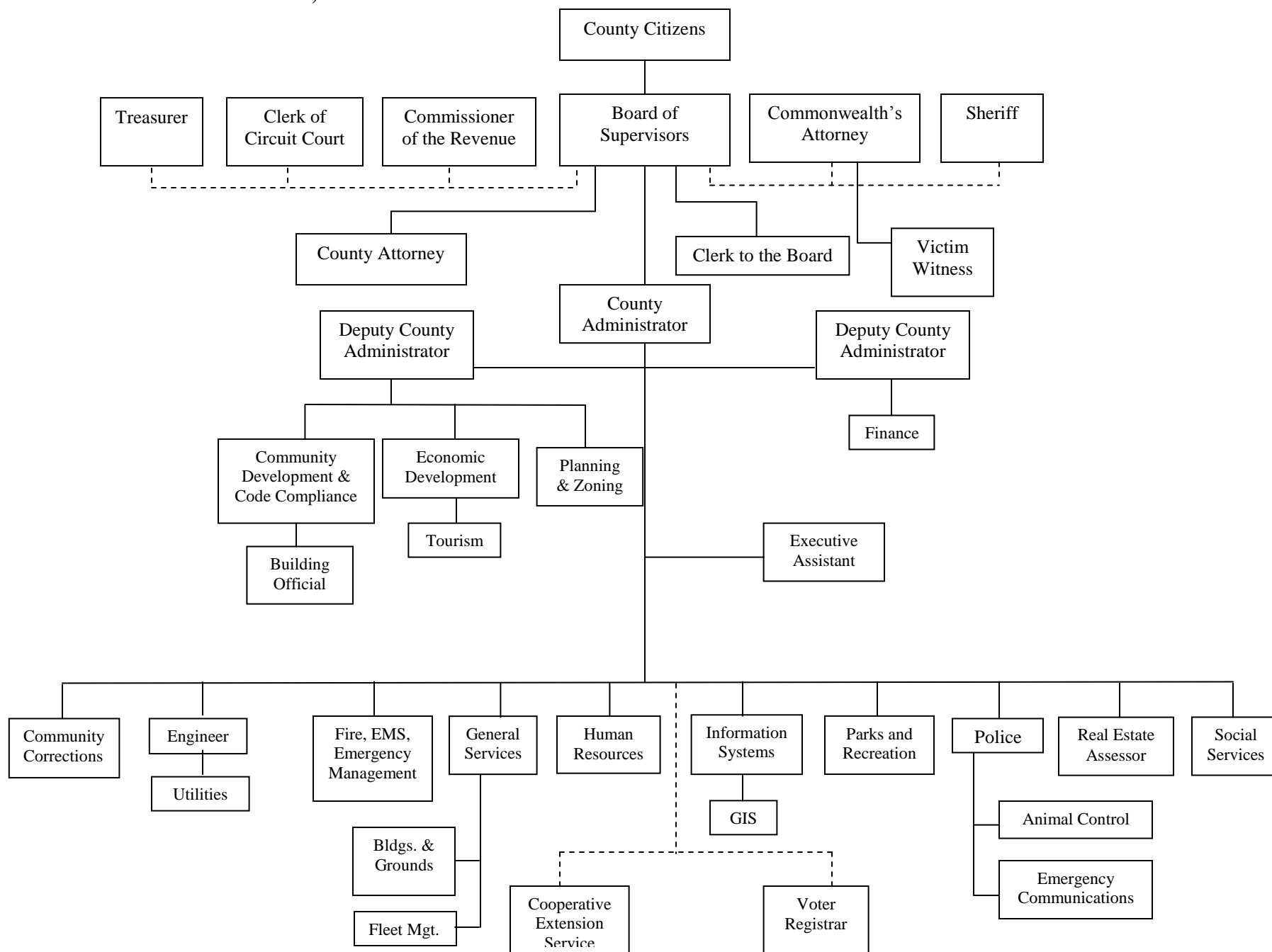
Prince George County				Primary Government
Governmental Fund Types				
General Fund	Special Revenue Funds	Debt Service Fund	Capital Projects Fund	
Administration	Adult Education	County Debt Service	County/School CIP	
Constitutional Officers	Asset Forfeiture	General		
Administrtrive Services	Community Corrections	Economic Development		
Community Development	Economic Development	Stormwater		
Financial Services	Tourism	School Debt Service		
Operations	LOSAP			
Public Safety	Special Social Services			
Social Services				
Other / Non-Departmental				
Proprietary Fund Types				
Enterprise Fund - Water & Sewer Fund				
	Water & Sewer Operating			
	Water & Sewer Capital			
	Water & Sewer Debt			
Prince George County Schools				Component Units
School Operations				
School Federal Programs				
School Nutrition (Cafeteria)				
School Textbook				

BASIS OF BUDGETING AND ACCOUNTING

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles, applicable to governmental units. Formal budgetary integration is employed as a management control device during the year. Annual appropriations resolutions and budgets are adopted for the General, Special Revenue, and Debt Service Funds. Governmental accounting is directed toward expenditure control and budgetary compliance. The accounting system's budgetary control function is accomplished by incorporating budgetary accounts into fund ledgers and recording appropriations adopted by the Board of Supervisors. All appropriations are legally controlled at the department level. The County Administrator has the ability to move funds between departments up to \$5,000. All annual appropriations lapse at the end of the fiscal year, except for the Capital Project Funds and grants. The budget resolution specifies that the budget and appropriation for each grant or project continue until the expiration of the grant or completion of the project.

In most cases, the County's budget follows the same basis of accounting used in preparing the County's Comprehensive Annual Financial Report (CAFR), which is prepared in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB) and the Auditor of Public Accounts of the Commonwealth of Virginia (APA). A difference between GAAP and the budgetary basis of accounting is the treatment of encumbrances. Encumbered amounts are treated as expenditures under the budgetary basis of accounting used by the County, while encumbrances are treated as reservations of fund balance under the GAAP basis.

PRINCE GEORGE COUNTY, VA



FINANCIAL MANAGEMENT POLICIES

Adopted: November 7, 2006

Revised: July 12, 2011

Revised: May 13, 2014

Revised: November 27, 2018

FISCAL POLICY GUIDELINES - OBJECTIVES

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practice of the County of Prince George. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management.

The County's existing Financial Policy was adopted in November of 2006. Since this time, the Governmental Accounting Standards Board released Statement No. 54 which deals with the classification of fund balance. This policy, as presented, is revised per the requirements of GASB 54.

Effective fiscal policy:

- Contributes significantly to the County's ability to insulate itself from fiscal crisis,
- Enhances short term and long term financial credit ability by helping to achieve the highest credit and bond ratings possible,
- Promotes long-term financial stability by establishing clear and consistent guidelines,
- Directs attention to the total financial picture of the County rather than single issue areas,
- Promotes the view of linking long-run financial planning with day to day operations, and
- Provides the Board of Supervisors and the citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

To these ends, the following fiscal policy statements are presented.

CAPITAL IMPROVEMENT BUDGET POLICIES

1. The County will consider all capital improvements in accordance with an adopted capital improvement program.
2. The County will develop a five-year plan for capital improvements and review and update the plan annually.
3. The County will enact an annual capital budget based on the five-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be included in capital budget projections.
4. The County will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
5. The County will maintain all its assets at a level adequate to protect the County's capital investment and to minimize future maintenance and replacement costs.
6. The County will project its equipment replacement needs as part of the capital improvement process. From this projection a replacement schedule will be developed and followed.
7. The County will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
8. The County will attempt to determine the least costly and most flexible financing method for all new projects.

DEBT POLICIES

1. The County will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
2. The County will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.

3. When the County finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.
4. Direct net debt as a percentage of estimated market value of taxable property should not exceed 3.5%. Direct net debt is defined as any and all debt that is tax-supported. This ratio will be measured annually.
5. The ratio of direct debt service expenditures as a percent of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures should not exceed 10.0% with a targeted direct debt aggregate ten-year principal payout ratio of 55.0% or better for all tax supported debt. These ratios will be measured annually.
6. The County recognizes the importance of underlying and overlapping debt in analyzing financial condition. The County will regularly analyze total indebtedness including underlying and overlapping debt.
7. Where feasible, the County will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
8. The County will only issue tax anticipation debt due to unforeseen circumstances and where cash flow projections identify an absolute need, and will retire any such tax anticipation debt annually. Bond anticipation debt will be retired within six months after completion of the project or upon availability of permanent financing.

BUDGET POLICIES

1. The County shall prepare an annual budget in accordance with the Code of Virginia, sound financial practices, and generally accepted accounting principles.
2. The adopted, appropriated budget shall control the expenditure of funds for all County purposes during the ensuing fiscal year and levy of taxes shall support the budget.
3. The County budget shall be balanced wherein budgeted expenditures equal budgeted revenues.
4. Ongoing operating costs should be supported by ongoing stable revenues. One-time or other special revenues, as well as one-time expenditure savings, will not be used to finance continuing County operations, but instead will be used for funding special projects or other non-recurring expenditures.

5. Normally, the Board will appropriate undesignated fund balance for one-time or capital purposes, as long as thresholds established in its approved Fund Balance policies are met.
6. The County, when practical, shall establish a meaningful general fund contingency to address unforeseen emergencies throughout the year. Recommended use of contingency funds shall be provided to the board for consideration and approval.
7. The Board shall provide local funding to the Public School system preferably using the established Memorandum of Understanding for Transferring Local Revenue from the Prince George County Board of Supervisors to the Prince George County School Board. The Board may, at its discretion, appropriate additional funds to the School Board as needs dictate and resources allow.
8. The Finance Director will maintain ongoing contact with departments throughout the fiscal year to assist in ensuring the budget is implemented as planned. Revenue and expenditure reports, comparing actual amounts to budgeted amounts, shall be provided periodically to department heads and staff for review and discussion. The board shall receive updates on the financial status of the County no less frequently than quarterly.
9. The County Administrator may approve budget amendments (increases in appropriation) of \$5,000 or less. Amendments to the budget (increases in appropriation) exceeding \$5,000 shall be provided to the Board for consideration and approval. All budget amendments that exceed 1% of the total adopted budget require a public hearing prior to board approval.
10. The County Administrator may approve budget transfers within the General, Special Revenue and Utility funds so long as such transfers are necessary to further the Department's mission and total expenditures do not exceed adopted, appropriated amounts.
11. At fiscal year-end, outstanding obligations (purchase orders) and unexpended grants and donations shall be provided to the board for review and re-appropriation. Appropriations for capital purposes (within Capital Improvement fund) shall remain appropriated until the completion of the project or until the Board of Supervisors, by ordinance or resolution, changes or eliminates the appropriation.

FUND BALANCE POLICIES

Fund Balance is the difference between assets and liabilities reported in governmental funds. It serves as a measure of financial resources available for current operations. The Governmental Accounting Standards Board prescribes the classification scheme for components of fund balance. The types of fund balance components are non-spendable, restricted, committed, assigned and unassigned. The policy will focus on the amount remaining after accounting for


non-spendable and restricted fund balance, which is comprised of three elements; committed, assigned and unassigned fund balance.

	Definition	Example
Non-spendable	Net resources that cannot be spent because of their form or they must be maintained intact	<ul style="list-style-type: none"> • Inventory • Prepaid Asset • Long-Term Receivables
Restricted	Limitations imposed by creditors, grantors, contributors, or laws and regulations of other governments	<ul style="list-style-type: none"> • Federal Grants • Unspent bond proceeds • Bond covenants • Taxes raised for a specific purpose
This policy will focus on the amount remaining after accounting for non-spendable and restricted fund balance, which is comprised of the following three types:		
Committed	Limitations imposed by the Board of Supervisors that requires a resolution to remove	<ul style="list-style-type: none"> • Encumbrances (formal action) • Limitation imposed no later than the close of the reporting period
Assigned	Intended use established by the County Administrator of his/her designee	<ul style="list-style-type: none"> • Encumbrances (informal action) • Recommended use of fund balance at year-end
Unassigned	Total fund balance in the general fund in excess of non-spendable, restricted, committed and assigned fund balance	<ul style="list-style-type: none"> • 12.5% set aside for emergency needs as approved by Board of Supervisors

1. The County will establish a contingency fund to pay for needs caused by unforeseen emergencies, including unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery costs. The County will target a contingency fund balance equal to 0.5% of the general fund budget.
2. Unassigned fund balances at the close of each fiscal year should be at least 12.5% of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures.
3. The County Board may, from time-to-time, appropriate unassigned fund balances that will reduce available fund balances below the 12.5% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the County. In such circumstances, the Board will adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without

severe hardship to the County, then the Board will establish a different but appropriate time period.

4. The County considers restricted fund balance to be spent when expenditure is incurred for purposes for which restricted and unrestricted fund balance are available unless prohibited by legal documents or contracts. When expenditure is incurred for purposes for which committed, assigned or unassigned amounts are available, the County considers committed fund balance to be spent first, then assigned fund balance, and lastly unassigned fund balance.
5. In recognition of the incremental costs of capital improvements and their future maintenance and replacement costs, the County will establish a Capital Improvements Reserve Fund. The level of the Fund will be determined on an annual basis and incorporated into the County's Annual Operating Budget. This Fund will be initially established at some minimum level based upon a further evaluation of future capital improvement needs (inclusive of pay-go capital).

	<h1 style="text-align: center;">FISCAL YEAR 2019-2020 OPERATING & CAPITAL BUDGET CALENDAR</h1>	
	August 2018 1	Distribute CIP Memo and templates to Department Heads / Schools
P R I N C E G E O R G E	September 2018 7	CIP Templates / Requests due from Department Heads / Schools To Finance Department and forwarded to CIP Committee Members
	12 19 26	CIP Committee Initial Meeting CIP Review Meeting #1 CIP Review Meeting #2
	October 2018 3 10 11 – 31	CIP Review Meeting #3 CIP Review Meeting #4 Financial Advisor prepares CIP Impact Analysis
	November 2018 1 – 30	Financial Advisor prepares CIP Impact Analysis
	December 2018 4 5 17 19 20	Operating Budget memo and templates provided to Department Heads Final Review meeting with CIP Committee CIP Provided to Planning Commission (Work Session) Board Pre-Budget Work Session CIP Presentation to Planning Commission for Approval
	January 2019 16 22-31	Department Requests Due to Finance County Administrator Reviews Department Requests & Meets with Department Heads
	February 2019 1-6 26	County Administrator Reviews Department Requests & Meets with Department Heads County Administrator's Proposed Budget
	March 2019 7 13 18	Budget Work Session Budget Work Session [CANCELLED] Budget Work Session
	April 2019 3 9 23	Budget Work Session Tax Rate Public Hearing Budget Public Hearing
	May 2019 14	Budget Adoption

BUDGET SUMMARY

This section of the budget provides summary information about all funds included in the County's Total Budget. The funds shown below were included in the budget adopted by the Board on May 14, 2019.

General Fund

Special Revenue Funds

Community Corrections

Adult Education

Tourism

Economic Development

Stormwater Fund

Water/Sewer Fund

School Funds

Operating

Special Revenue

Federal Programs (Formerly Title I)

School Textbook

Cafeteria

Capital Projects Fund

Debt Service Fund

Details on the funds can be found on the pages to follow.

BUDGET-IN-BRIEF

Budget Highlights

The **Total Adopted** budget is \$123,068,958, \$6,988,601, 6% more than the FY18/19 adopted budget.

- There were no taxes increased in the adoption of the FY19/20 budget.
- There was an approved increase in Medical Transport and mileage rate for FY 19/20.

The **General Fund** budget is \$57,761,488, \$2,442,969, 4.4% greater than the FY18/19 adopted budget.

- Large increase of \$676,886 (50%) in projected contributions to Riverside Regional Jail due to increased census and an increase in the required per diem (\$40 to \$43 per day)
- Large increase of \$690,000 (54.8%) in Comprehensive Services Act (CSA) spending for educational placements
- Provided pay increase to all County employees, moving paid Fire/EMS staff to a separate pay plan (similar to sworn police officers) and implementing 25% of Phase II of salary study to begin addressing pay compression - \$399,869
- Increasing pay range for Communications Officers (310 to 312) - \$42,670
- Adding 1 new Administrative Support Specialist for Social Services (funded with State revenue increase) and 2 new Fire Lieutenants (funded with increase in Medical Transport and Mileage rates)
- Health Insurance – 9.35% Increase – all County/employer paid
- Expanding Career Development to five new County departments (Parks & Recreation; Information Technology; Finance; General Services; Community Corrections)
- Implementing state mandated increase for Registrar and Electoral Board
- Reclassifications of two County employees
- Expansion of Volunteer Sickness and Disability Insurance to cover impacted volunteers until the age of 70 and an increased Length of Service Act Plan (LOSAP) contribution
- Vehicle, equipment and information technology project spending of nearly \$161,000
 - Social Services Vehicle - \$20,996
 - Parks & Recreation Equipment - \$20,115
 - Filing System for Circuit Court - \$10,000
 - IT Projects & Equipment - \$109,650
- Continued funding of building maintenance budget of \$300,000

The adopted **School System** operating budget is \$64,678,314 with a local transfer in the amount of \$16,687,651 [\$16,540,148 for operations; \$147,503 for textbook fund] calculated in accordance with the modified Memorandum of Understanding (MOU). The School System Federal Programs, Textbook, and School Nutrition budgets are \$2,364,080; \$1,266,908; and \$3,167,952 respectively. The School System's total budget of \$71,477,254 grew by \$4,201,991, 6.25% overall. The School System plans to use \$650,000 in fund balance from the Textbook fund.

The **Utilities** budget is \$8,538,263, \$259,657 more than the FY18/19 adopted budget. This increase is attributable to planned capital project spending. There were no Utility Fee increases included for FY2020 and there is a projected use of Utilities fund balance of \$115,871 for FY2020.

There is no planned use of General Fund Balance in the adopted FY19/20 budget. The board is committed to eliminating dependence on Fund Balance for operations.

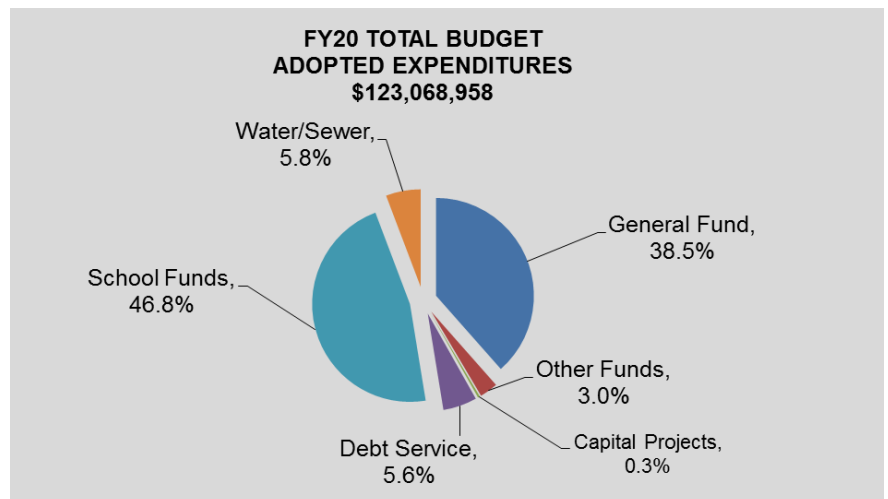
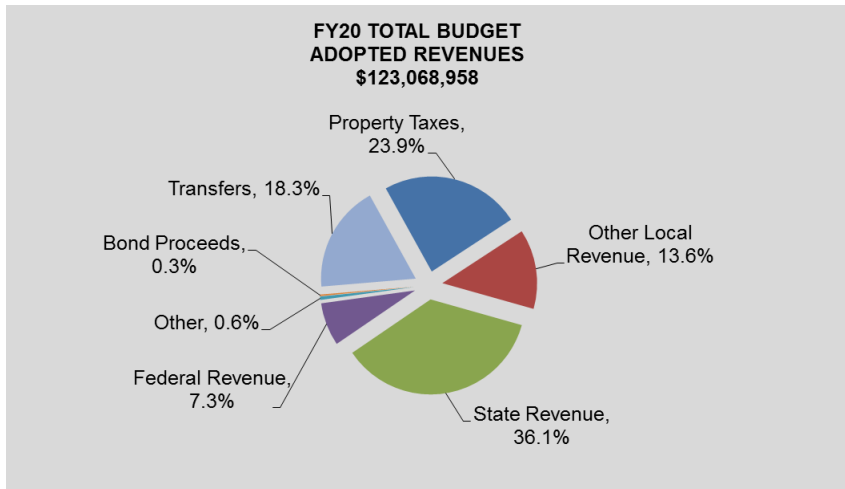
The capital projects to be made through borrowing / debt service included in the adopted budget are:

- Law Enforcement replacement vehicles \$400,000 (Tax Supported)
- Fire/EMS Apparatus - \$0.02 RE Tax Carveout
 - Fall 2019 borrowing for approximately \$2,250,000
 - Transfer to Fire/EMS Apparatus CIP of \$162,537 to satisfy the \$0.02 Real Estate Tax requirement for FY 19/20
- Stormwater Projects of approximately \$2,100,000 (Stormwater Fees)

BUDGET OVERVIEW

ALL FUNDS:

The County's adopted Fiscal Year 2020 combined capital and operating budget totals \$123,068,958, net of transfers.

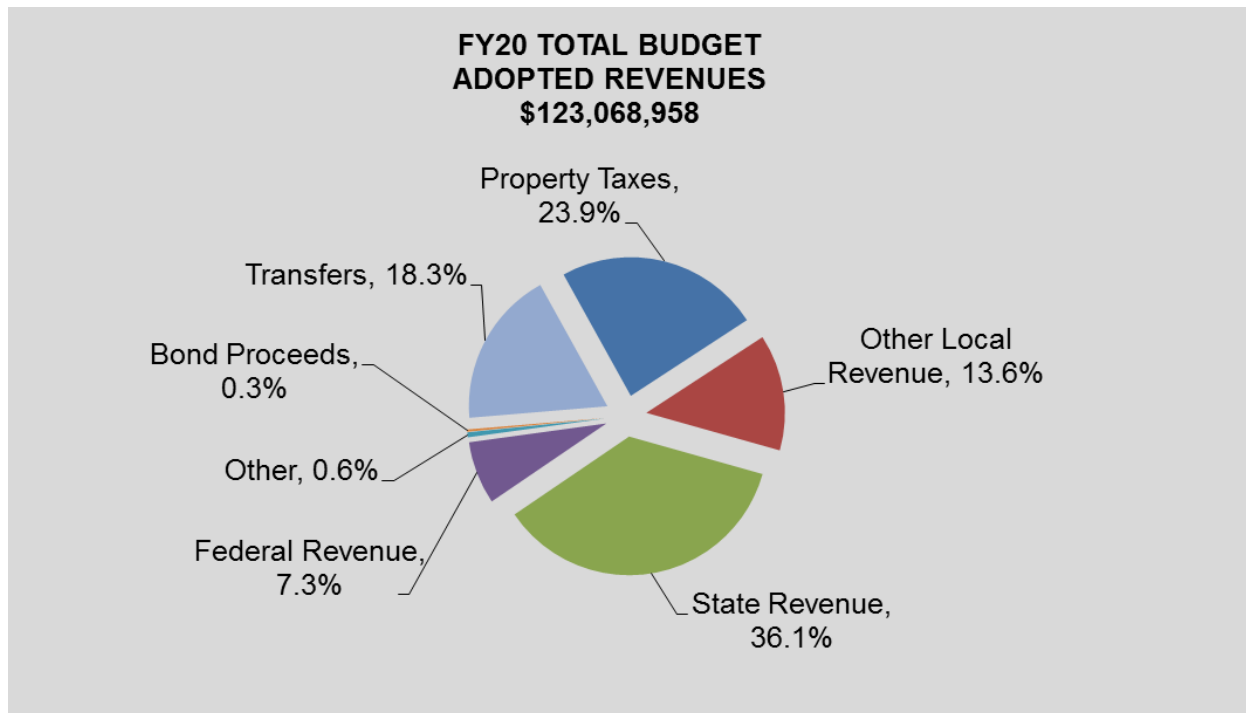


The Total Budget includes the General Fund, School Funds, Water/Sewer (Utility) Fund, Capital Fund as well as Special Revenue Funds and the Debt Service Fund.

TOTAL COUNTY REVENUES

FY19/20 TOTAL BUDGET

ADOPTED REVENUES

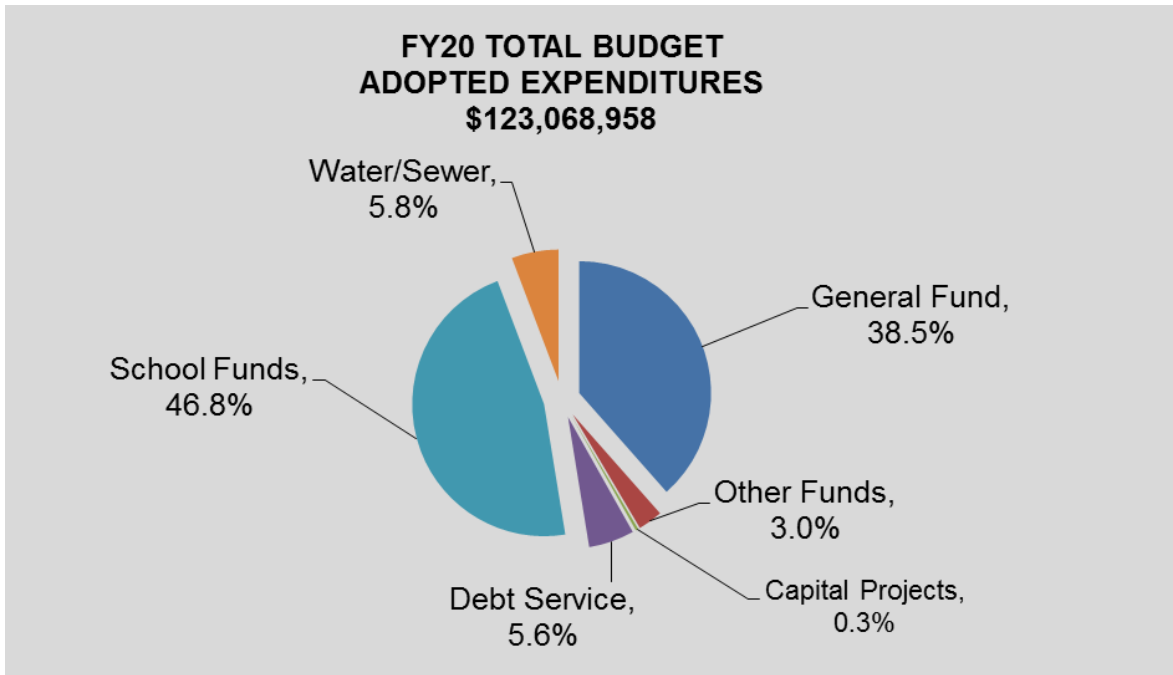


	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ADOPTED	FY20 ADOPTED
Property Taxes	\$ 32,466,861	\$ 34,360,764	\$ 33,397,818	\$ 34,866,000	\$ 35,934,500
Other Local Revenue	\$ 17,728,878	\$ 19,788,342	\$ 19,929,480	\$ 19,520,264	\$ 20,410,697
State Revenue	\$ 49,222,129	\$ 49,197,126	\$ 50,337,390	\$ 51,516,305	\$ 54,411,567
Federal Revenue	\$ 10,396,716	\$ 11,836,890	\$ 11,169,317	\$ 9,523,787	\$ 11,046,323
Other	\$ 27,128,987	\$ 22,957,608	\$ 29,005,064	\$ 27,902,426	\$ 28,383,971
Bond Proceeds	\$ 17,326,000	\$ 10,000,000	\$ 9,300,000	\$ 400,000	\$ 400,000
<i>Less Transfers</i>	\$ (27,089,870)	\$ (22,745,447)	\$ (28,919,072)	(27,648,426)	(27,518,100)
Total, All Funds	\$ 127,179,701	\$ 125,395,284	\$ 124,219,997	\$ 116,080,356	\$ 123,068,958

TOTAL COUNTY EXPENDITURES

FY19/20 TOTAL BUDGET

ADOPTED EXPENDITURES



	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ADOPTED	FY20 ADOPTED
General Fund	\$ 52,957,313	\$ 48,516,333	\$ 56,215,597	\$ 55,318,519	\$ 57,761,488
School Oper Fund	\$ 66,054,049	\$ 63,964,221	\$ 66,282,050	\$ 67,275,263	\$ 71,477,254
Capital Projects	\$ 21,471,511	\$ 5,166,527	\$ 2,700,728	\$ 475,010	\$ 562,537
Debt Service	\$ 7,508,850	\$ 7,983,887	\$ 8,026,238	\$ 8,049,557	\$ 7,987,412
Water/Sewer	\$ 5,061,020	\$ 5,359,791	\$ 5,633,568	\$ 8,278,606	\$ 8,538,263
Other Funds	\$ 4,807,333	\$ 4,041,855	\$ 4,072,549	\$ 4,331,827	\$ 4,260,104
Less Transfers	\$ (27,079,869)	\$ (22,745,447)	\$ (28,919,072)	\$ (27,648,426)	\$ (27,518,100)
Total, All Funds	\$ 130,780,207	\$ 112,287,167	\$ 114,011,658	\$ 116,080,356	\$ 123,068,958

REVENUES AND EXPENDITURES BY FUND & CATEGORY

A matrix of the County's adopted FY2020 revenues and expenditures is provided below to present projected collections and spending by fund **and** major category.

Revenue Source	General Fund	Special Revenue Funds	School Funds	Capital Fund	Debt Service Fund	Utility Funds	TOTAL
Property Taxes	\$ 35,934,500	\$0	\$0	\$0	\$0	\$0	\$35,934,500
Local Collections & Taxes	9,642,359	2,606,703	1,594,135	-	-	6,567,500	20,410,697
State Funds	9,513,751	1,014,489	43,883,327	-	-	-	54,411,567
Federal Funds	2,050,878	333,304	8,662,141	-	-	-	11,046,323
Debt Proceeds	-	-	-	400,000	-	-	400,000
Transfers from General Fund	-	205,608	16,687,651	162,537	7,160,506	-	24,216,302
Transfers from Other Funds	620,000	-	-	-	826,906	1,854,892	3,301,798
Use of Fund Balance	-	100,000	650,000	-	-	115,871	865,871
TOTAL REVENUES	\$ 57,761,488	\$ 4,260,104	\$ 71,477,254	\$ 562,537	\$ 7,987,412	\$ 8,538,263	\$ 150,587,058
TRANSFERS IN	\$ 620,000	\$ 205,608	\$ 16,687,651	\$ 162,537	\$ 7,987,412	\$ 1,854,892	\$ 27,518,100
TOTAL REVENUES NET OF TRANSFERS IN	\$ 57,141,488	\$ 4,054,496	\$ 54,789,603	\$ 400,000	\$ -	\$ 6,683,371	\$ 123,068,958

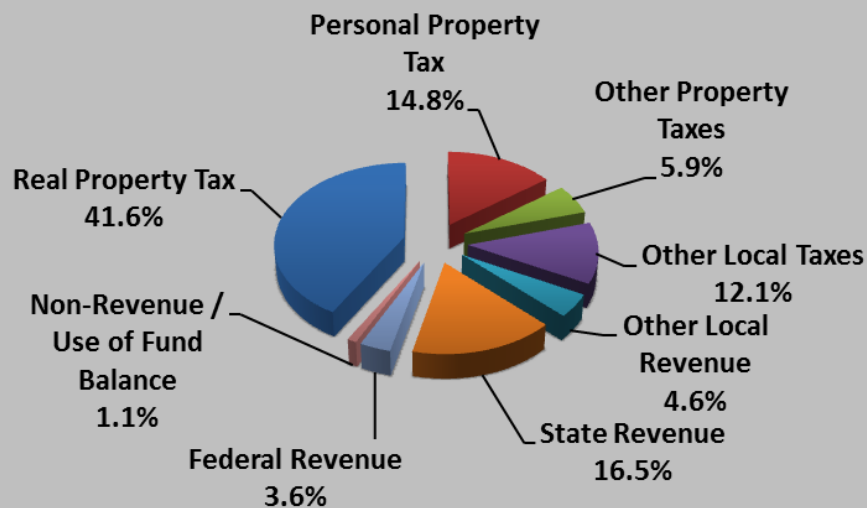
Expenditure Type	General Fund	Special Revenue Funds	School Funds	Capital Fund	Debt Service Fund	Utility Funds	TOTAL
Wages & Benefits	\$ 21,204,399	\$ 1,995,474	\$ 59,433,606			\$1,135,549	83,769,027
Purchased & Internal Services	4,204,836	432,589	2,132,375		5,500	3,209,615	9,984,915
Utilities & Communications	1,238,873	27,380	1,416,364			139,950	2,822,567
Insurance	207,989	1,093	180,742			6,300	396,124
Leases/Rentals	106,537	61,840	199,000			60,155	427,532
Travel & Training	332,212	36,650	47,819			9,000	425,681
Contributions to Other Entities	1,061,783	498,350	-			-	1,560,133
Materials/Supplies/Miscellaneous	1,669,707	117,123	4,816,810			160,400	6,764,040
Payment to Joint Operations	342,953	-	803,421			-	1,146,374
Capital Outlay	312,933	-	1,452,117	562,537		1,635,000	3,962,587
Public Assistance	2,745,757	15,000	-			-	2,760,757
Transfers & Debt Payments	24,222,482	1,074,606	620,000		7,981,912	2,081,432	35,980,432
Contingencies	111,027	-	375,000			100,862	586,889
TOTAL EXPENDITURES	\$57,761,488	\$4,260,104	\$71,477,254	\$562,537	\$7,987,412	\$8,538,263	\$150,587,058
TRANSFERS OUT	\$24,216,302	\$976,396	\$620,000	\$0	\$0	\$1,705,402	\$27,518,100
TOTAL EXPENDITURES NET OF TRANSFERS OUT	\$33,545,186	\$3,283,708	\$70,857,254	\$562,537	\$7,987,412	\$6,832,861	\$123,068,958

GENERAL FUND REVENUES

FY19/20 ADOPTED

GENERAL FUND REVENUES

FY 2020 General Fund Budget Revenues \$57,761,488



	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ADOPTED	FY20 ADOPTED
Real Property Tax	21,361,197	22,724,729	21,785,294	23,240,000	24,025,000
Personal Property Tax	7,907,367	8,394,472	8,269,500	8,300,000	8,525,000
Other Property Taxes	3,198,297	3,241,563	3,343,024	3,326,000	3,384,500
Other Local Taxes	6,212,747	6,396,923	6,923,990	6,677,812	6,988,013
Other Local Revenue	2,223,204	2,863,893	2,548,551	2,258,908	2,654,346
State Revenue	9,323,267	9,090,093	9,194,531	9,057,951	9,513,751
Federal Revenue	1,563,225	1,414,157	1,555,661	1,853,848	2,050,878
Non-Revenue / Use of Fund Balance	59,434	74,120	379,919	604,000	620,000
Total, General Fund	\$51,848,739	\$ 54,199,951	\$54,000,471	\$55,318,519	\$ 57,761,488

GENERAL FUND REVENUES

ACCOUNT	TITLE	FY 2015-16 RECEIPTS	FY16-17 RECEIPTS	FY17-18 RECEIPTS	FY 2018-19 ADOPTED	FY2019-20 Adopted Budget	Increase (Decrease)
0100-10-501-8100-00000-000-000-311101-	CURR.TAXES:REAL PROPERTY	20,966,954	22,041,461	21,444,019	22,640,000	23,400,000	760,000
0100-10-501-8100-00000-000-000-311102-	DEL TAXES:RE PRIOR YEARS	394,243	683,269	341,275	600,000	625,000	25,000
0100-10-501-8100-00000-000-000-311104-	ROLLBACK TAXES	-	-	-	-	-	-
REAL PROPERTY TAXES		21,361,197	22,724,729	21,785,294	23,240,000	24,025,000	785,000
0100-10-501-8101-00000-000-000-311201-	CURR TAXES:PUBL SER-RE	1,499,797	1,614,010	1,595,313	1,600,000	1,511,000	(89,000)
0100-10-501-8101-00000-000-000-311202-	DEL TAXES:PUBL.SER.RE	6	1,242	16	-	-	-
PUBLIC SERVICE CORPORATION TAXES		1,499,803	1,615,253	1,595,328	1,600,000	1,511,000	(89,000)
0100-10-501-8101-00000-000-000-311301-	CURR TAXES:PERS PROP	7,526,598	7,836,819	7,508,155	7,680,000	7,780,000	100,000
0100-10-501-8101-00000-000-000-311302-	DEL TAXES:PERS.PROPERTY	303,532	481,613	678,198	500,000	625,000	125,000
0100-10-501-8102-00000-000-000-311303-	CURR TAXES:MOBILE HOME	71,705	66,002	76,806	114,000	114,000	-
0100-10-501-8102-00000-000-000-311304-	DEL TAXES:MOBILE HOME	5,533	10,038	6,341	6,000	6,000	-
PERSONAL PROPERTY TAXES		7,907,367	8,394,472	8,269,500	8,300,000	8,525,000	225,000
0100-10-501-8103-00000-000-000-311401-	CURR TAXES:MACH & TOOLS	1,065,837	1,120,542	1,281,138	1,100,000	1,285,000	185,000
0100-10-501-8103-00000-000-000-311402-	DEL TAXES:MACH & TOOLS	(7,338)	5,100	2,871	1,000	3,500	2,500
MACHINERY & TOOLS TAXES		1,058,499	1,125,641	1,284,009	1,101,000	1,288,500	187,500
0100-10-501-8104-00000-000-000-311601-	PENALTIES: ALL PROP TAXES	283,262	250,992	256,546	300,000	300,000	-
0100-10-501-8104-00000-000-000-311602-	INTEREST:ALL PROP TAX	270,095	186,482	173,761	250,000	250,000	-
0100-10-501-8104-00000-000-000-311604-	ADMIN COST:DEL TAX COLL	86,639	63,196	33,379	75,000	35,000	(40,000)
PENALTIES & INTEREST		639,995	500,669	463,687	625,000	585,000	(40,000)
TOTAL: GENERAL PROPERTY TAXES		32,466,861	34,360,764	33,397,818	34,866,000	35,934,500	1,068,500
0100-10-502-8105-00000-000-000-312101-	LOCAL SALES & USE TAX	2,310,390	2,399,805	2,584,683	2,477,812	2,767,680	289,868
0100-10-502-8106-00000-000-000-312201-	ELECTRIC UTILITY TAX	765,479	752,779	790,131	800,000	800,000	-
0100-10-502-8106-00000-000-000-312203-	GAS UTILITY TAX	67,433	95,310	73,296	90,000	74,000	(16,000)
0100-10-502-8106-00000-000-000-312204-	COMMUNICATIONS TAX	-	-	-	-	-	-
0100-10-502-8107-00000-000-000-312301-	CONTRACTORS LICENSES	149,434	159,885	202,793	185,000	185,000	-
0100-10-502-8107-00000-000-000-312302-	RETAIL SALES LICENSES	463,244	448,683	493,063	496,500	496,500	-
0100-10-502-8107-00000-000-000-312303-	PROFESSIONAL LICENSES	104,153	92,721	96,680	100,000	100,000	-
0100-10-502-8107-00000-000-000-312304-	REPRS & PERS BUS LICENSE	260,842	342,957	409,727	390,000	390,000	-
0100-10-502-8107-00000-000-000-312306-	UTILITY COMPANY LICENSE	73,787	73,337	73,522	75,000	73,000	(2,000)
0100-10-502-8107-00000-000-000-312307-	TAXICAB LICENSES	5,839	5,409	6,175	5,500	5,500	-
0100-10-502-8107-00000-000-000-312308-	FT LEE CONTRACTORS LICENSE	153,935	156,847	226,271	160,000	160,000	-
0100-10-502-8107-00000-000-000-312309-	FT LEE RETAIL SALES LICENSES	31,667	23,048	23,978	26,000	26,000	-
0100-10-502-8107-00000-000-000-312310-	FT LEE SERVICE	122,536	137,786	152,080	140,000	140,000	-
0100-10-502-8107-00000-000-000-312320-	BUSINESS LICENSE LATE FEES	13,593	12,442	11,315	12,000	12,000	-
0100-10-502-8108-00000-000-000-312501-	MOTOR VEHICLE LICENSES	978,819	1,030,584	1,000,920	1,000,000	1,000,000	-
0100-10-502-8108-00000-000-000-312601-	BANK STOCK TAXES	99,805	90,634	133,589	100,000	115,000	15,000
0100-10-502-8108-00000-000-000-312701-	TAXES ON RECRD TN & WILLS	395,807	295,864	358,400	350,000	350,000	-
0100-10-502-8108-00000-000-000-312010-	LOCAL LODGING TAX	215,984	278,831	287,366	270,000	293,333	23,333
TOTAL OTHER LOCAL TAXES		6,212,747	6,396,923	6,923,990	6,677,812	6,988,013	310,201
0100-10-503-8109-00000-000-000-313101-	DOG LICENSES	9,506	9,970	7,994	10,000	8,000	(2,000)
0100-10-503-8109-00000-000-000-313304-	LAND USE APPLICATION FEE	1,574	1,251	8,525	1,200	1,200	-
0100-10-503-8109-00000-000-000-313305-	TRANSFER FEES	767	903	923	850	850	-
0100-10-503-8109-00000-000-000-313308-	BUILDING PERMITS	105,609	169,833	168,819	175,000	200,000	25,000
0100-10-503-8109-00000-000-000-313309-	BLDG REINSPECTION FEES	-	-	-	-	500	500
0100-10-503-8109-00000-000-000-313310-	ELECTRICAL PERMITS	49,672	59,614	66,923	60,000	70,000	10,000
0100-10-503-8109-00000-000-000-313312-	PLUMBING PERMITS	27,690	29,047	37,472	35,000	40,000	5,000
0100-10-503-8109-00000-000-000-313329-	ADMIN FEES	625	1,270	3,210	1,000	1,000	-
0100-10-503-8109-00000-000-000-313333-	WATER PERMITS	511	240	278	500	500	-
0100-10-503-8109-00000-000-000-313334-	HTG,AIR COND PERMITS	52,940	55,803	62,609	60,000	65,000	5,000
0100-10-503-8109-00000-000-000-313335-	DEMOLITION PERMITS	756	1,982	680	800	800	-
0100-10-503-8109-00000-000-000-313336-	SEWER PERMITS	804	1,784	440	2,000	1,800	(200)
0100-10-503-8109-00000-000-000-313337-	GAS PERMITS	10,847	9,067	10,776	10,000	10,000	-
0100-10-503-8109-00000-000-000-313338-	FIRE PERMITS	2,623	5,410	5,131	5,000	5,000	-
0100-10-503-8109-00000-000-000-313339-	TAXICAB DRIVER PERMITS	18,250	11,105	1,545	5,000	1,500	(3,500)
0100-10-506-8113-00000-000-000-313340-	GENERAL REZONING FEES	6,859	13,758	2,975	7,000	7,000	-
0100-10-506-8113-00000-000-000-313341-	GENERAL PLAN REVIEW FEES	1,670	8,229	4,090	4,000	5,000	1,000
0100-10-506-8113-00000-000-000-313342-	GENERALSUBDIVISION REVIEW FEES	3,740	4,665	8,150	5,000	6,000	1,000
0100-10-506-8113-00000-000-000-313343-	GENERAL SPECIAL EXCEPTION FEES	3,275	3,150	3,150	4,000	5,000	1,000
0100-10-506-8113-00000-000-000-313344-	GENERAL VARIANCE/ APPEAL APP	-	-	750	500	500	-
0100-10-506-8113-00000-000-000-313356-	ZONING COMPLIANCE LETTER	-	528	484	700	700	-
0100-10-503-8113-00000-000-000-313346-	DEFERRAL FEES	1,050	1,050	-	1,000	1,000	-
0100-10-506-8113-00000-000-000-313347-	GENERAL LAND DISTURBANCE PERMIT	5,213	8,113	14,435	10,000	12,000	2,000
0100-10-503-8113-00000-000-000-313348-	SECOND DWELLING UNITS	-	-	-	500	500	-
0100-10-506-8113-00000-000-000-313345-	GENERALPLANNING ADMINISTRATIVE	1,857	974	1,025	1,300	1,300	-
0100-10-506-8113-00000-000-000-316503-	JAIL ADMISSION FEE	5,976	5,709	6,343	6,000	6,000	-
PERMITS, PRIVILEGE FEES & LICENSES		311,812	403,457	416,727	406,350	451,150	44,800

GENERAL FUND REVENUES (cont.)

ACCOUNT	TITLE	FY 2015-16 RECEIPTS	FY16-17 RECEIPTS	FY17-18 RECEIPTS	FY 2018-19 ADOPTED	FY2019-20 Adopted Budget	Increase (Decrease)
0100-10-504-8110-00000-000-000-314101-	FINES AND FORFEITURES	285,028	379,744	346,788	325,000	340,000	15,000
0100-10-504-8110-00000-000-000-314102-	PARKING FINE	2,970	1,575	1,620	1,500	1,500	-
0100-10-504-8110-00000-000-000-314103-	FALSE ALARM FEES	200	6,600	3,950	5,000	5,000	-
0100-10-504-8113-00000-000-000-314105-	SCHOOL BUS CAMERAS	5,811	5,228	7,024	-	-	-
FINES & FORFEITURES		294,009	393,147	359,382	331,500	346,500	15,000
0100-10-505-8111-00000-000-000-315102-	INTEREST ON INVESTMENTS	148,822	52,356	205,421	100,000	200,000	100,000
0100-10-505-8112-00000-000-000-315201-	RENTAL OF GEN. PROPERTY	138,752	130,531	124,495	130,000	138,163	8,163
0100-10-505-8114-00000-000-000-315203-	SALE OF LAND & BUILDINGS	1,500	374,500	-	-	-	-
0100-10-508-8114-00000-000-000-315202-	SALE OF VEHICLES	-	-	6,927	10,000	10,000	-
0100-10-508-8114-00000-000-000-315204-	SALE: SALVAGE, SURPLUS	17,843	49,277	30,456	10,000	10,000	-
0100-10-508-8114-00000-000-000-315205-	SALE: COPIES	1,041	848	867	800	800	-
0100-10-506-8113-00000-000-000-316501-	SALE: MAPS, SURVEYS	-	-	-	-	-	-
0100-10-506-8113-00000-000-000-316502-	SALE: PUBLICATIONS	200	100	200	200	200	-
0100-10-505-8112-00000-000-000-315206-	LIBRARY RENT	19,800	19,800	19,800	19,800	19,800	-
USE OF MONEY & PROPERTY		327,957	627,412	388,166	270,800	378,963	108,163
0100-10-506-8113-00000-000-000-316102-	EXCESS FEES OF CLERK	-	-	-	-	-	-
0100-10-506-8113-00000-000-000-316103-	SHERIFF'S FEES	3,053	1,526	1,526	2,000	1,526	(474)
0100-10-506-8113-00000-000-000-316104-	LAW LIBRARY FEES #219	10,234	9,784	9,253	-	-	-
0100-10-506-8113-00000-000-000-316105-	DNA FEE #233	781	992	894	700	800	100
0100-10-506-8113-00000-000-000-316107-	SHERIFF-COURT SECURITY FE	71,178	75,614	66,606	80,000	73,000	(7,000)
0100-10-506-8113-00000-000-000-316108-	COURTHOUSE MAINT.FEE #229	17,631	18,332	15,137	18,000	17,000	(1,000)
0100-10-506-8113-00000-000-000-316305-	ACCIDENT REPORT FEES	3,334	3,008	2,373	3,200	3,200	-
0100-10-506-8113-00000-000-000-316201-	COMM ATTNV FEES	5,963	4,346	4,226	4,500	4,500	-
0100-10-506-8113-00000-000-000-316202-	RESTITUTION	5,476	2,958	3,500	-	-	-
0100-10-506-8113-00000-000-000-316601-	BOARDING OF ANIMALS	7,459	6,360	4,080	7,000	6,000	(1,000)
0100-10-506-8113-00000-000-000-316303-	FINGERPRINTING FEES	4,645	2,925	2,000	3,000	3,000	-
0100-10-506-8113-00000-000-000-316801-	TRANSFER STATION FEES	-	-	-	-	-	-
0100-10-506-8113-00000-000-000-316211-	RECREATION FEES	2,882	7,055	-	10,000	-	(10,000)
0100-10-506-8113-00000-000-000-316212-	REGISTRATION FEES & SVS	105,265	110,549	107,448	105,000	105,000	-
0100-10-506-8113-00000-000-000-316214-	GYM MEMBERSHIPS	-	-	-	10,000	15,000	5,000
0100-10-506-8113-00000-000-000-316213-	SPECIAL ACTIVITIES REGIS	11,916	11,804	82	2,600	2,600	-
0100-10-506-8113-00000-000-000-316402-	EMS TRANSPORT FEES	-	-	-	-	-	-
0100-10-506-8113-00000-000-000-316403-	EMS SUBSCRIPTION FEES	9,136	9,263	7,316	10,000	10,000	-
0100-10-506-8113-00000-000-000-316405-	CHG FOR SERVICE:REPAIR	130,123	115,353	122,141	130,000	130,000	-
0100-10-506-8113-00000-000-000-316406-	IN-HOUSE EMS TRANSPORT FEES	568,895	693,487	681,333	650,000	863,198	213,198
0100-10-506-8113-00000-000-000-316407-	DMV BLOCKS	9,414	14,997	4,044	14,000	9,000	(5,000)
0100-10-506-8113-00000-000-000-316302-	SHERIFF- ELECTRONIC MONIT	-	925	1,215	1,000	1,500	500
0100-10-506-8113-00000-000-000-316306-	GENERAL DUI COLLECTIONS	1,645	1,050	2,186	2,000	2,000	-
0100-10-506-8113-00000-000-000-314104-	RETURNED CHECK FEES	2,545	2,585	2,290	2,500	2,500	-
CHARGES FOR SERVICES		971,574	1,092,913	1,037,648	1,055,500	1,249,824	194,324
0100-10-507-8115-00000-000-000-318903-	GIFTS & DONATIONS/PRIVATE	58,239	67,025	-	-	-	-
0100-10-508-8114-00000-000-000-318902-	FARMERS MARKET	1,886	5,888	3,518	3,500	3,500	-
0100-10-508-8114-00000-000-000-318904-	REFUNDS - GENERAL FUND	-	-	97,354	-	-	-
0100-10-508-8114-00000-000-000-318905-	GENERAL FUND MOBIL APP ACCT	-	255	-	-	-	-
0100-10-508-8115-00000-000-000-318920-	DONATIONS - BRICK PAVER ANIMAL	-	500	-	-	-	-
0100-10-508-8115-00000-000-000-318921-	DONATIONS - MADDIE'S FUND	-	2,500	-	-	-	-
0100-10-508-8115-00000-000-000-318922-	DONATIONS - POLICE GENERAL	-	525	1,785	-	-	-
0100-10-508-8115-00000-000-000-318923-	DONATIONS - NATIONAL NIGHT OUT	-	-	1,000	-	-	-
0100-10-508-8115-00000-000-000-318924-	DONATIONS - ASPCA	-	2,000	5,000	-	-	-
0100-10-508-8115-00000-000-000-318925-	DONATIONS - HARRISON FOUNDATION	-	8,500	-	-	-	-
0100-10-508-8115-00000-000-000-318930-	DONATIONS - FIRE GENERAL	-	4,438	1,935	-	-	-
0100-10-508-8115-00000-000-000-318931-	DONATIONS - HOMETOWN HEROES	-	7,131	10,093	-	-	-
0100-10-508-8115-00000-000-000-318932-	DONATIONS - GUNS N HOSES	-	1,589	1,013	-	-	-
0100-10-508-8115-00000-000-000-318933-	DONATIONS - MUSEUM COOK BOOK	-	240	80	-	-	-
0100-10-508-8115-00000-000-000-318934-	DONATIONS - FIRE/EMS FOUNDATION	-	-	1,625	-	-	-
0100-10-508-8115-00000-000-000-318940-	DONATIONS - FARMER'S MARKET	-	400	-	-	-	-
0100-10-507-8115-00000-000-000-318951-	DEBIT CARD FEES	-	-	-	-	-	-
0100-10-507-8115-00000-000-000-318952-	ANIMAL SHELTER DONATIONS	14,478	12,816	19,164	-	-	-
0100-10-507-8115-00000-000-000-318953-	MISCELLANEOUS REVENUE	36,654	58,027	22,555	-	-	-
0100-10-508-8114-00000-000-000-318954-	GRASS CUTTING FEES	165	2,685	150	10,000	10,000	-
0100-10-509-8205-00000-000-000-326013-	GRANTS-MISCELLANEOUS LOCAL	-	-	4,475	-	-	-
MISCELLANEOUS		111,421	174,518	169,746	13,500	13,500	-
0100-10-508-8113-00000-000-000-319201-	FISCAL AGENT-ROWANTY	-	-	-	-	-	-
0100-10-508-8113-00000-000-000-319202-	FISCAL AGENT-DI9-ADULT ED	8,851	-	-	-	-	-
0100-10-508-8113-00000-000-000-319203-	ACCOUNTING SERVICES	6,521	6,622	6,622	6,622	6,622	-
0100-10-508-8113-00000-000-000-319204-	ACCOUNT SERV. UTILITIES	15,000	15,000	15,000	15,000	17,355	2,355
0100-10-508-8114-00000-000-000-319206-	COURT ADMIN -CIRCUIT COUR	69,183	78,196	50,828	72,513	55,000	(17,513)
0100-10-508-8114-00000-000-000-319199-	REFUND: PUBLIC ASST. CLI	2,783	1,000	1,000	-	-	-
0100-10-506-8113-00000-000-000-316110-	RECORD COST-CLERK OF CT	34,342	30,928	32,159	30,000	30,000	-
0100-10-506-8113-00000-000-000-316404-	FIRE REPORT REQUESTS	40	65	60	50	50	-
0100-10-508-8114-00000-000-000-318955-	INOPERABLE VEHICLES	-	2,712	1,175	1,000	1,000	-
0100-10-508-8114-00000-000-000-319211-	RECOV COST:POLICE SECURIT	20,982	15,585	47,000	20,000	80,000	60,000
0100-10-508-8114-00000-000-000-319209-	VIDEO ARRAIGNMENT LOCAL	-	-	-	2,000	-	(2,000)
0100-10-508-8114-00000-000-000-319208-	CSA/SSI RECOVERIES	35,227	8,839	9,308	20,000	10,000	(10,000)
0100-10-508-8114-00000-000-000-319207-	CARSON VFD RECOVERED COST	13,500	13,500	13,730	14,073	14,382	309
RECOVERED COSTS		206,431	172,447	176,882	181,258	214,409	33,151
TOTAL: ALL LOCAL REVENUE SOURCES		40,902,813	43,621,581	42,870,359	43,802,720	45,576,859	1,774,139

GENERAL FUND REVENUES (cont.)

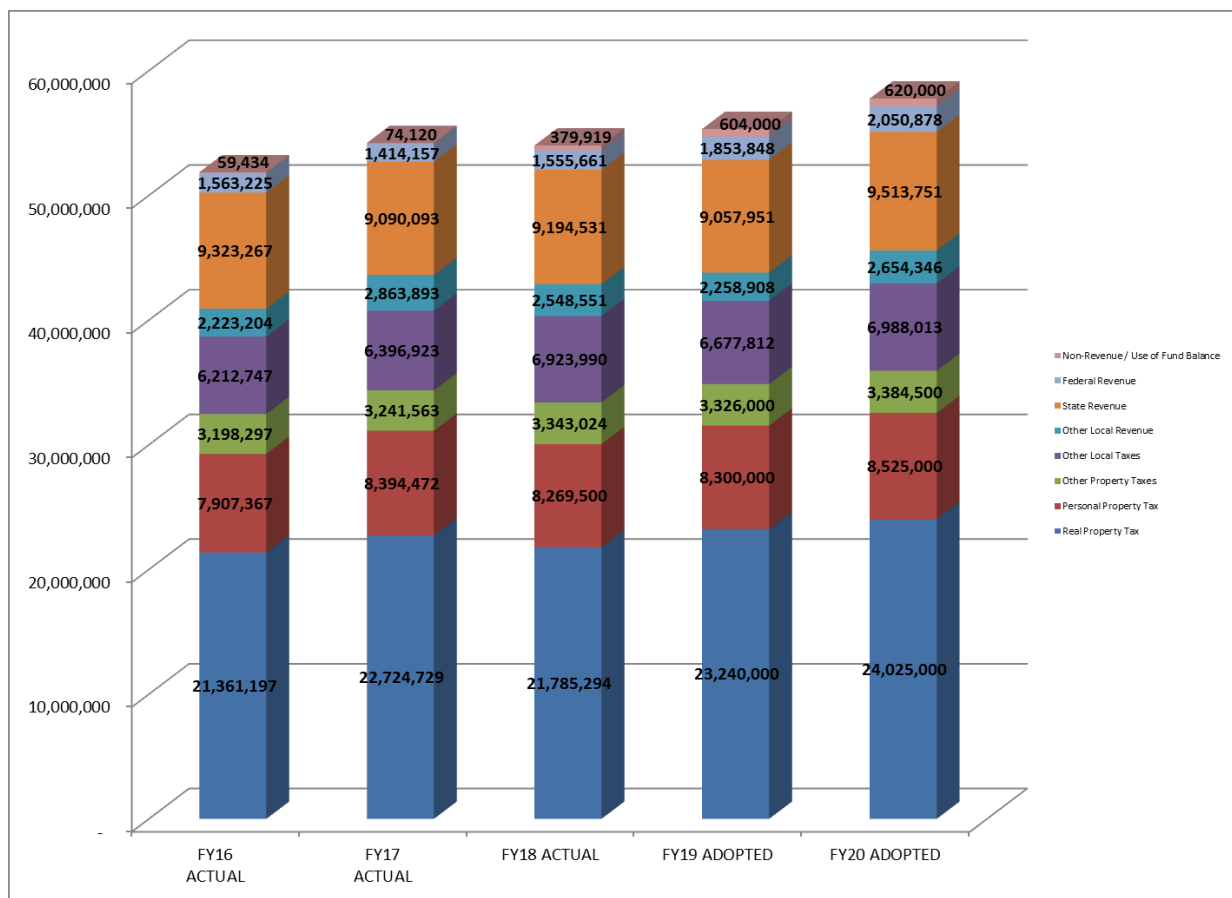
ACCOUNT	TITLE	FY 2015-16 RECEIPTS	FY16-17 RECEIPTS	FY17-18 RECEIPTS	FY 2018-19 ADOPTED	FY2019-20 Adopted Budget	Increase (Decrease)
0100-20-600-8200-00000-000-000-322104-	MOBILE HOME TITLING TAX	44,103	25,078	25,747	25,000	25,000	-
0100-20-600-8200-00000-000-000-322105-	TAX ON DEEDS	115,520	73,152	89,441	88,989	89,000	11
0100-20-600-8200-00000-000-000-322107-	ROLLING STOCK TAX	50,892	45,864	44,976	45,000	45,000	-
0100-20-600-8200-00000-000-000-322110-	TAX RETD.RENTAL AUTOS	38,608	33,095	25,856	27,000	28,000	1,000
0100-20-600-8200-00000-000-000-322109-	PPTRA REIMBURSEMENT	3,622,664	3,622,664	3,622,664	3,622,664	3,622,664	-
0100-20-600-8200-00000-000-000-322111-	STATE COMMUNICATION TAXES	1,233,199	1,202,881	1,165,263	1,200,000	1,100,000	(100,000)
0100-20-600-8200-00000-000-000-323103-	PSAP GRANT FUNDS	-	-	-	-	-	-
STATE NON-CATEGORICAL AID		5,104,986	5,002,732	4,973,948	5,008,653	4,909,664	(98,989)
					9.05%		
0100-20-601-8203-00000-000-000-323100-	LIBRARY OF VA FUNDS	-	-	-	-	-	-
0100-20-601-8201-00000-000-000-323101-	SHARED EXP:COMM ATTN	374,387	375,755	383,634	387,463	399,087	11,624
0100-20-601-8201-00000-000-000-323201-	SHARED EXP:SHERIFF	537,156	537,679	561,638	567,181	587,960	20,779
0100-20-601-8201-00000-000-000-323301-	SHARED EXP:COMM OF REV	108,346	108,419	110,860	117,617	123,440	5,823
0100-20-601-8201-00000-000-000-323401-	SHARED EXP:TREASURER	115,639	111,756	107,997	110,717	116,047	5,330
0100-20-601-8201-00000-000-000-323601-	SHARED EXP:REGISTRAR	-	-	-	-	-	-
0100-20-600-8200-00000-000-000-323602-	STATE BOARD OF ELECTIONS	54,599	41,896	42,247	45,000	45,018	18
0100-20-601-8200-00000-000-000-324202-	WIRELESS BD PSAP PAYMENTS	126,500	129,740	134,495	132,911	132,911	-
0100-20-601-8201-00000-000-000-324103-	HB599 POLICE DEPT SH EXP	875,760	903,956	903,956	937,402	973,961	36,559
0100-20-601-8201-00000-000-000-323701-	SHARED EXP:CLERK OF COURT	292,881	293,897	307,597	292,856	301,631	8,775
STATE SHARED EXPENSES		2,485,268	2,503,098	2,552,426	2,591,147	2,680,055	88,908
					4.68%		
0100-20-601-8202-00000-000-000-324602-	PUBLIC ASSISTANCE	530,002	520,285	526,187	580,734	620,529	39,795
STATE PUBLIC ASSISTANCE		530,002	520,285	526,187	580,734	620,529	39,795
0100-20-601-8205-00000-000-000-326019-	LITTER CONTROL GRANT	9,430	9,056	8,830	-	-	-
0100-20-601-8205-00000-000-000-323102-	STATE RECORD PRESERVATION GRAN	-	38,795	3,995	-	-	-
0100-20-601-8201-00000-000-000-324201-	FIRE PROGRAMS FUNDS	113,227	115,932	119,434	-	-	-
0100-20-601-8203-00000-000-000-326014-	"FOUR FOR LIFE" FUNDS	-	-	34,049	-	-	-
0100-20-601-8203-00000-000-000-326015-	E-911 GRANT POLICE	-	-	-	-	-	-
0100-20-601-8203-00000-000-000-326017-	CSA/AT RISK YOUTH	798,324	702,236	816,440	791,784	1,219,725	427,941
0100-20-601-8203-00000-000-000-326018-	CSA/ADMINISTRATIVE	7,855	10,514	10,474	7,855	6,000	(1,855)
0100-20-601-8205-00000-000-000-326020-	GT:PESTICIDE RECYCLING	1,235	1,875	-	-	-	-
0100-20-601-8203-00000-000-000-326025-	VPI TELE. REIMBURSEMENT	2,299	2,252	3,778	-	-	-
0100-20-601-8201-00000-000-000-326012-	GENERAL RSAF GRANT	96,775	29,956	10,078	-	-	-
0100-20-601-8201-00000-000-000-324104-	GENERAL SCL RES OFFICER GRANT	37,850	75,461	37,730	-	-	-
0100-20-601-8203-00000-000-000-324101-	DMV GRANTS	-	-	16,367	-	-	-
0100-20-601-8201-00000-000-000-326011-	VDEM GRANT DOM VA POWER	-	2,100	1,131	-	-	-
0100-20-601-8203-00000-000-000-326013-	MISC STATE GRANTS	2,082	-	-	-	-	-
0100-20-601-8203-00000-000-000-326035-	VJCCCA	52,775	52,775	52,775	52,775	52,775	-
0100-20-601-8203-00000-000-000-326036-	ANIMAL STERILIZATION/DMV	396	306	443	-	-	-
0100-20-601-8203-00000-000-000-326047-	VICTIM WITNESS PROTECTION	62,179	22,719	22,245	25,003	25,003	-
0100-20-600-8200-00000-000-000-324088-	VDEM FEMA REIMBURSEMENTS	18,583	-	4,201	-	-	-
STATE CATEGORICAL AID		1,203,011	1,063,977	1,141,971	877,417	1,303,503	426,086
TOTAL: ALL STATE REVENUE SOURCES		9,323,267	9,090,093	9,194,531	9,057,951	9,513,751	455,800
0100-30-601-8304-00000-000-000-331101-	PAYMENT IN LIEU OF TAXES	32,837	36,968	30,357	35,000	30,000	(5,000)
0100-30-601-8305-00000-000-000-332061-	EMERGENCY SERVICE GRANTS	25,231	25,231	-	25,231	25,231	-
0100-30-601-8305-00000-000-000-326048-	FEDERAL VICTIM WITNESS PROTECTIO	-	67,736	66,736	75,007	75,007	-
0100-30-601-8305-00000-000-000-330180-	HIGHWAY SAFETY GRANTS	22,880	45,993	7,327	-	-	-
0100-30-601-8305-00000-000-000-330181-	SAFER GRANT	256,706	-	-	-	-	-
0100-30-601-8305-00000-000-000-330179-	BYRNE GRANTS	1,412	1,623	-	-	-	-
0100-30-601-8305-00000-000-000-330178-	HOMELAND SECURITY GRANTS	-	69,395	24,249	-	-	-
0100-30-601-8305-00000-000-000-330182-	MISCELLANEOUS FEDERAL GRANTS	8,434	-	-	-	-	-
0100-30-601-8305-00000-000-000-330183-	BODY ARMOR GRANT	-	4,540	2,120	-	-	-
0100-30-601-8305-00000-000-000-330184-	SAFER RECRUIT 00318	-	-	135,434	214,276	214,276	-
0100-30-601-8305-00000-000-000-330185-	SAFER HIRING 00412	-	-	87,946	247,743	247,743	-
0100-30-600-8300-00000-000-000-333900-	FEMA REIMBURSEMENT	55,507	1,856	-	-	-	-
0100-30-600-8200-00000-000-000-333900-	GEN FD FEMA FED REIMBURSEMENT	2,192	-	-	-	-	-
0100-30-601-8302-00000-000-000-333504-	WELFARE ADMINISTRATION	1,158,026	1,160,815	1,201,492	1,256,591	1,458,621	202,030
0100-30-601-8202-00000-000-000-333505-	SOC SRV COST ALLOCATION	-	-	-	-	-	-
TOTAL: ALL FEDERAL REVENUE SOURCES		1,563,225	1,414,157	1,555,661	1,853,848	2,050,878	197,030
0100-40-507-8206-00000-000-000-341111-	INSURANCE RECOVERIES	49,118	65,048	22,105	-	-	-
0100-90-901-8207-00000-000-000-399104-	TRANSFER FROM UTILITIES	-	-	-	-	-	-
0100-90-901-8207-00000-000-000-399102-	TRANSFER FROM CASH PROFFER	-	-	-	-	-	-
0100-90-901-8207-00000-000-000-399109-	TRANSFER FROM SCHOOL OPERATING	-	-	350,000	350,000	620,000	270,000
0100-90-901-8207-00000-000-000-399199-	TRANSFER	10,317	9,072	7,814	-	-	-
0100-40-900-8208-00000-000-000-399999-	FUND BALANCE	-	-	-	254,000	-	(254,000)
TOTAL: ALL NON-REVENUE SOURCES		59,434	74,120	379,919	604,000	620,000	16,000
TOTAL GENERAL FUND		51,848,739	54,199,951	54,000,471	55,318,519	57,761,488	2,442,969

REVENUE OVERVIEW

Overall, General Fund Revenues are projected to increase \$2.44 million (4.42%) over FY18/19 Adopted budget levels. General Property taxes continue to represent the largest source of General Fund Revenues (62.2%) and are expected to increase \$1,068,500 in FY19/20. Other Local taxes are expected to increase by \$310,201 chiefly due to increases in projected Sales & Use Tax. General Property taxes include Real and Personal Property taxes, Machinery and Tool tax, and Public Service tax. General Property taxes also include revenues from delinquent taxes, penalties, interest, and fees. The County is projected to collect \$455,800 more state revenues in FY19/20 than in FY18/19 mainly due to increased Comprehensive Service Act recoveries which are driven by increased spending.

The chart below presents trend data for the County's major General Fund Revenue sources for the period of FY15/16 – FY19/20.

GENERAL FUND REVENUE TRENDS



LOCAL REVENUES

General Property Taxes

General property taxes are ad valorem taxes based on the assessed value of real and personal property owned by businesses, individuals, and public service corporations. Both real and personal property are assessed at 100% valuation with tax rates applied per \$100 of assessed value. General property taxes consist of real estate, public service, personal property, mobile home, and machinery and tools taxes.

In FY 19/20, General Property Taxes are projected to total \$35.93 million, an increase of \$1,068,500, or 3.06%, over the FY 18/19 Adopted Budget, and comprise 62.2% of General Fund revenues.

10-Year Real Estate Tax Rate History		
2011	\$	0.80
2012	\$	0.80
2013	\$	0.80
2014	\$	0.82
2015	\$	0.82
2016	\$	0.82
2017	\$	0.86
2018	\$	0.86
2019	\$	0.86
2020	\$	0.86

Real Estate Property Tax is the largest source of revenue for the County and is expected to generate \$24.03 million, or 41.6% of General Fund revenues in FY19/20. This represents a \$785,000, or 3.4%, increase over FY 18/19 and is calculated based on a level real estate tax rate of \$0.86 per \$100 of assessed value. The 3.4% growth in real property tax revenue reflects several factors, including changes in assessed values, new construction and parcels, and changes in land use rates.

The FY 19/20 Adopted Budget takes into account an increase in the 2019 total taxable assessed values. Each penny on the real estate tax rate yields \$250,000 in estimated collectable real estate tax revenues. Real estate property taxes are paid in two installments due June 5 and December 5.

Public Service tax is levied on the real estate and tangible personal property owned by railroads, utilities, pipelines, and other businesses required to register with the State Corporation Commission. Public Service Corporation assessments are prepared by the Virginia Department of Taxation (TAX) and the State Corporation Commission and are based on the percentage of the statewide total of capitalized equipment located in the County of Prince George. The public service ratio calculated by TAX varies directly with the statewide sales ratio. The budget is based on a tax rate of \$0.86 per \$100 of assessed value. For FY 19/20, the Public Service tax is projected to total \$1,511,000 with a projected decrease of \$89,000 from FY18/19.

Personal Property tax is levied on vehicles and other tangible non-real estate property owned by individuals, businesses, trusts, and taxable non-profit organizations. Qualified vehicles are eligible for a pro-rata share of Personal Property Tax Relief (PPTR) which consists of a fixed \$3.6 million payment from the State. Combined personal property tax and PPTR payments are projected to increase \$100,000, or 0.88%, over the FY 18/19 budget. The current tax rate is \$4.25 per \$100 of assessed value. Personal property taxes are paid in one installment due on June 5. Growth continues to be impacted by losses in Business Personal Property due to the closure of Ace Hardware in 2018.

Mobile Home taxes are levied on manufactured homes not classified as real estate that are owned by individuals and businesses. Mobile homes are assessed as tangible personal property, yet taxed at the real estate tax rate of \$0.86 per \$100 of assessed value. Revenues derived from Mobile home taxes are projected to total \$120,000, the same as in FY18/19. Growth at Pine Ridge Mobile Home Park will continue in FY19/20.

Machinery and Tools taxes are levied on equipment needed in the manufacturing process. Machinery and Tools tax revenues are projected to increase over FY 18/19 budget levels by approximately 16.8%. This revenue is offset by a transfer to the Economic Development Department for a refund through the state Enterprise Zone (EZ) program. A machinery and tools tax rebate program is in effect for businesses within the Prince George County designated Enterprise Zone. As a part of this EZ program, a new or expanding industry may qualify for a five year rebate of new machinery and tools taxes for an expansion if certain private investment thresholds are met through the County criteria. The current tax rate is \$4.25 per \$100 of assessed value.


Delinquent Taxes, Penalties, Interest and Fees are projected at \$585,000, slightly lower than in FY 18/19. Prince George County recently partnered with a delinquent tax collection service to assist with the collection of delinquent tax revenues. The County is conservatively approaching any increase in anticipated revenues until those efforts are fully underway.

Revenue Estimating - The total estimated fair market value of taxable real estate on July 1, 2019 was \$2.73 billion, net of land use deferral. Stabilization and limited growth has been the trend for the past few years.

FY2020 REASSESSMENT and LANDBOOK SUMMARY

	FY 2018		FY 2019		FY 2020	
Residential/Agricultural	\$ 2,111,880,200		\$ 2,165,701,900		\$ 2,280,912,900	
Multi-Family	101,555,400		102,755,300		105,027,100	
Commercial/Industrial	464,682,200		463,799,400		478,326,300	
Total Land Book	\$ 2,678,117,800	1.1%	\$ 2,732,256,600	2.0%	\$ 2,864,266,300	4.8%
LESS: NC, NP, D*	\$ 15,680,200	0.6%	\$ 16,753,100	0.6%	\$ 29,504,400	1.1%
Net Assessment	\$ 2,662,437,600		\$ 2,715,503,500		\$ 2,834,761,900	
Assessment Change	\$ 12,513,100	0.5%	\$ 37,385,700	1.4%	\$ 102,505,300	3.8%
Rate	\$ 0.86		\$ 0.86		\$ 0.86	
Equalization Rate					\$ 0.83	
*New Construction, New Parcels, Discovery						

The real estate market, and thus the taxable base, continues to recover in the County. The natural changes in the market show stabilization, and the growth in the taxable base is primarily tied to new construction in the commercial/industrial sector. Residential development has been very slow over the past five years, but there have been continued increases in residential building permits over the past calendar year. As shown below, the taxable base has stabilized with positive signs of a modest recovery over the next few years.

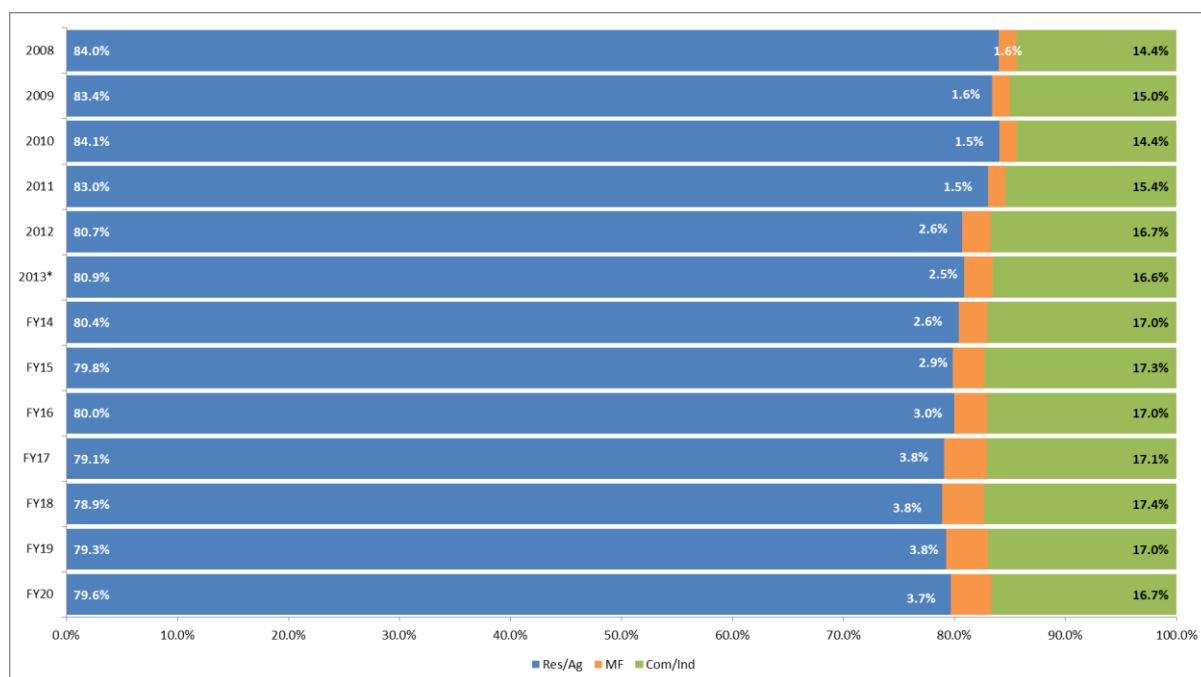
 FY 2020 REASSESSMENT PROJECTION BY PROPERTY CLASS						
Class	FY18	FY19	FY20	Δ	Parcels	
Residential	\$ 1,924,201,900	\$ 1,973,460,500	\$ 2,076,613,500	5.2%	11,737	
Multi-Family	101,555,400	102,755,300	105,027,100	2.2%	146	
Comm/Ind	464,682,200	463,799,400	478,326,300	3.1%	492	
Ag.: 20-99 acres	105,218,000	108,183,600	115,070,100	6.4%	820	
Ag.: 100+ acres	82,460,300	84,057,800	89,229,300	6.2%	306	
Total	\$ 2,678,117,800	\$ 2,732,256,600	\$ 2,864,266,300	4.8%	13,501	
			\$ 132,009,700	Change		

Please note, in 2013 the county changed from an Annual Land Book to a Fiscal Year Land Book. To make this change, 2013 was considered a “Short Calendar Year” land book as was effective from January 1, 2013 through June 30, 2013. The Short Calendar year tax rate was used in conjunction with this land book to calculate the June 5th tax bills. Therefore, half of the 2013 land book value was used to collect one installment of taxes.

Total taxable value, less land use deferral, experienced tremendous growth in the mid 2000’s, increasing 46% over four years. Between 2010 and 2013, the economic downturn forced a 5% loss in the overall taxable value. The County fared much better than the region and the state during this period, and was propped up by the expansion of BRAC at Fort Lee and the increased corporate and industrial investment in the Southpointe and Crosspointe Business parks. The development of Rolls Royce and the expansions of Goya and Service Center Metals along with commercial development in the Puddledock Road corridor well as the development of Independence Place Apartments added to the taxable base and helped to cushion the effect of decreasing residential and agriculture property values. As the residential and agricultural values decreased by 8.5% for between 2010 and 2013, the commercial and multi-family value base increased by 15.4% over the same period.

The tax base is primarily residential. The FY19 Land Book is projected to be 79.3% Residential, 3.8% Multi-Family, and 17.0% Commercial/Industrial. There has been a concerted effort to increase the Commercial/Industrial tax base within the county. Since the mid 2000’s, the County has made progress in this area as evidenced in the chart below:

Taxable Base by Sector



While the Industrial/Commercial taxable sector has continued to remain stable at 16.7% of the overall taxable base for the projected FY2020 Land Book, Prince George County's mix of Commercial/Industrial taxable parcels continues to lag behind most localities in the region.

Real Estate Tax Base by Use		
	Commercial/ Industrial	Residential
Prince George	16.7%	83.3%
Colonial Heights	37.6%	62.4%
Hopewell	25.6%	74.4%
Petersburg	29.9%	70.1%
Dinwiddie	15.7%	84.3%
Chesterfield	24.6%	75.4%
Henrico	25.2%	74.8%
Source: Local Assessor's Offices, Nov. 2018		

Other Local Taxes:

Other Local Taxes consist of sales taxes, utility taxes, business taxes, motor vehicle licenses, recordation taxes, and prepared food and beverage taxes. These taxes are projected to generate \$6.99 million in revenues for FY 19/20, an increase of \$310,201, or 4.65% increase over the FY 18/19 budget. The increase in other local taxes for FY19/20 is primarily attributed to increases in State Sales Tax, Bank Stock Taxes and Local Lodging Taxes.

Other Local Revenues

Other local revenues include permits, privileges and fees, fines and forfeitures, use of money & property, charges for services, recovered costs and other miscellaneous items. Other local revenues for the FY19/20 budget are projected to bring in \$2.65 million, an increase of \$395,438 compared to FY18/19 projections. This increase is primarily attributable to increases in EMS transport fees and interest revenue.

STATE REVENUE

Non-Categorical Aid – State

State non-categorical aid revenues are those revenues raised by the State and shared with the County. The use of such revenues is at the discretion of the County. Ratios, rate, and distribution formulas are subject to change each year by the General Assembly. Overall, non-categorical revenues are projected to total \$4.9 million, a \$98,989 decrease from the FY18/19 budget. Non-categorical State aid represents 8.5% of Total General Fund Revenues.

Shared Expenses – State

State shared expenses represent the State's share of activities that are considered to be a shared state/local responsibility. This revenue funds Constitutional Officers and is determined by the Compensation Board on an annual basis. State funding for this category is projected to increase by \$88,908, or 3.43%, over the FY18/19 budget. This increase is attributable to an increase in HB599 Police related revenues and increases created from the biennial pay increase provided by the state. State shared expenses represent 4.64% of Total General Fund Revenues.

Categorical Aid – State

State categorical aid includes revenues received from and designated by the Commonwealth for a specific use by the County. Categorical aid revenues include: social services revenues, comprehensive services, Fire Service Program (FSP) Funds, Victim Witness Program Funds, Virginia Juvenile Court Services funds and other specific purpose grants. Some revenues are received on a reimbursable basis and are principally provided through the Department of Social Services. Overall, Categorical Aid revenues are projected to total \$1,303,503, a \$426,086 increase over the FY18/19 budget. This increase is primarily due to an increase in Comprehensive Services Act spending and related recoveries.

FEDERAL REVENUE

Payments in Lieu of Taxes – Federal

The Federal Government makes payments in lieu of taxes to the County for tax-exempt park lands located within the County. The total payment is expected to be \$30,000 for FY19/20, \$5,000 less than in FY18/19.

Categorical Aid - Federal

Federal categorical aid includes revenues received from and designated by the Federal Government for a specific use by the County. Such revenues usually are received on a reimbursable basis. Major categories reflect federal reimbursements for social services programs, and grants for law enforcement programs. SAFER grant revenues continue that are being used for Fire/EMS staffing and related training, equipment and materials. Overall, federal categorical aid is projected to total \$2.051 million, an increase of \$197,030 from Adopted FY18/19. The increase is primarily related to an increase in projected Social Services Welfare Administration revenues.

GENERAL FUND, FUND BALANCE

Fund balance is defined as the excess of assets over liabilities.

The Fund Balance as of June 30, 2018 was \$22,717,153, which was 22.6 percent of the General, Debt and School Fund Expenditures. The Board of Supervisors has a Fund Balance policy that requires maintaining a fund balance of at least 12.5 percent of operating expenditures. The Board has expressed a commitment to maintain a balance of 15 percent of operating expenditures. Stormwater fund activity is combined with the General Fund amount reflected above and will be separated in the FY2019 CAFR.

Fund Balance was not used a revenue source or to balance the FY19/20 budget.

Use of fund balance during FY18/19 included:

- Re-appropriation of Stormwater Fund bond proceeds - \$1.62 Million;
- Other Stormwater Fund balances to be separated - \$697,126
- Grant fund re-appropriations \$224,549;
- Purchase order re-appropriations - \$97,275;
- School Utility Loan re-payment of \$654,380
- Appropriation of \$254,000 for schools to assist with health insurance rates for employees; and

Also anticipated are appropriations for:

- Social Services and Educational Comprehensive Services Act spending above budgeted amounts of approximately \$400,000.
- Riverside Regional Jail Board and Care of Prisoners expenditures above budgeted amounts of approximately \$540,000.

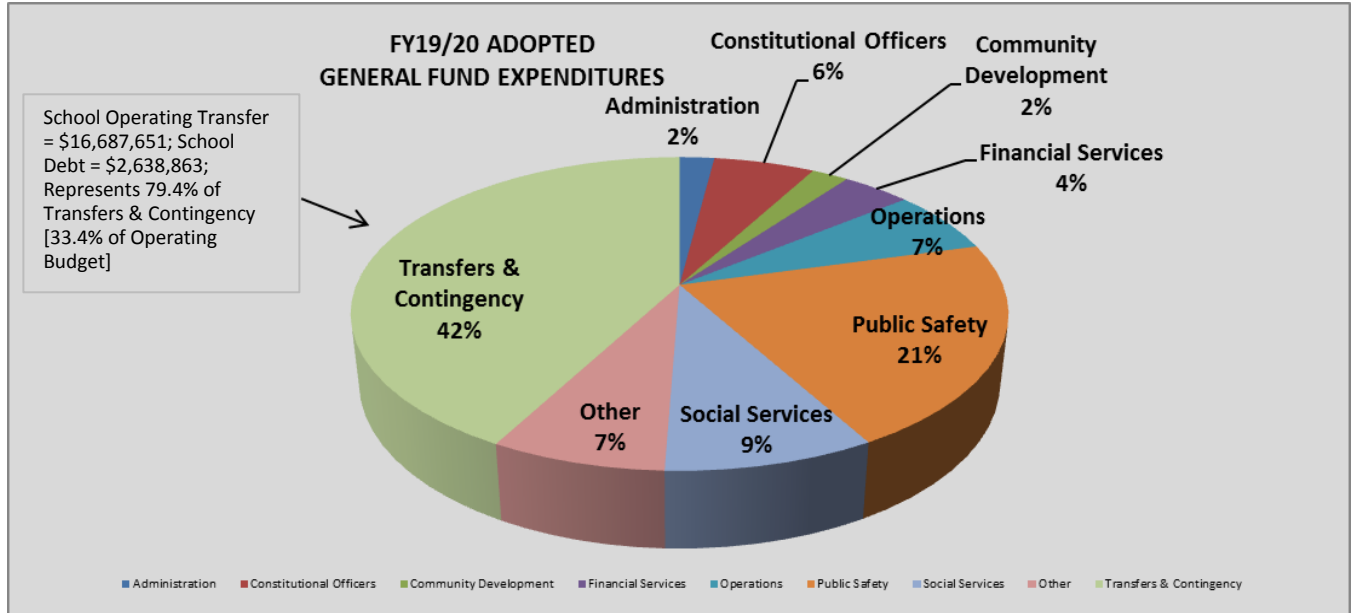
The Fund Balance as of June 30, 2019 is expected to be approximately \$18,916,000, or 17.3 percent of budgeted operating expenditures.

The required 12.5 percent of budgeted FY19/20 operating expenditures is \$14,671,319. It is expected that Fund Balance as of June 30, 2019 will be roughly \$18,232,000 and will exceed the minimum policy requirement. The forecasted June 30, 2020 fund balance amount is \$18,000,000 or 15.3% of budgeted expenditures.

GENERAL FUND EXPENDITURES

FY19/20 ADOPTED

GENERAL FUND EXPENDITURES - \$57,761,488



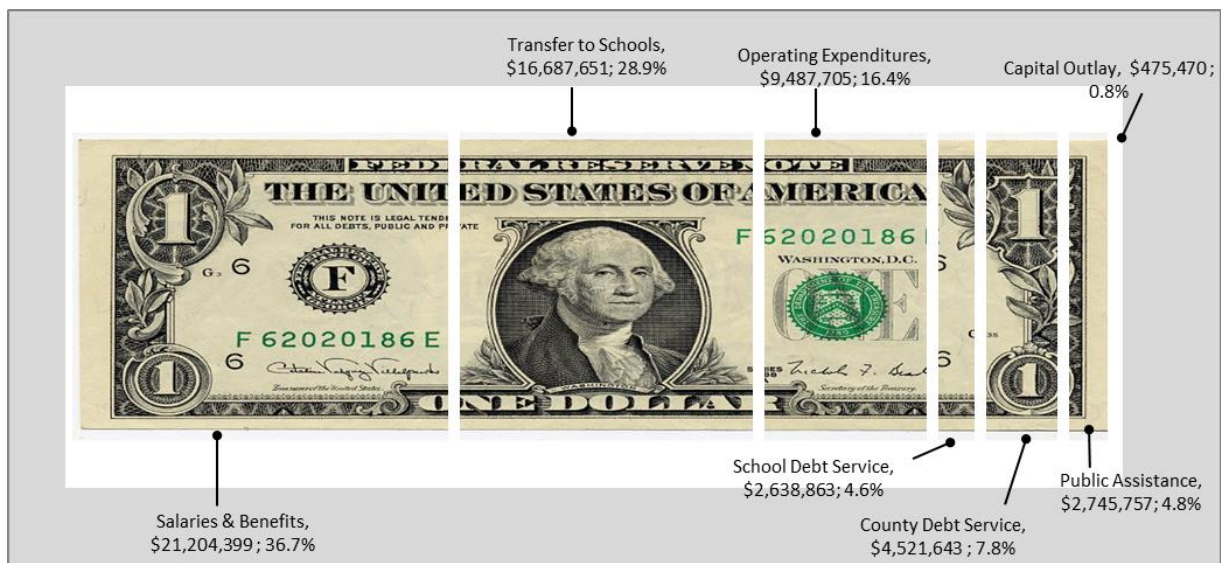
	FY16 ACTUAL	FY17 ACTUAL	FY18 ACTUAL	FY19 ADOPTED	FY20 ADOPTED
Administration	\$ 1,161,944	\$ 1,039,098	\$ 1,230,658	\$ 1,189,672	\$ 1,179,411
Constitutional Officers	\$ 3,145,684	\$ 3,206,466	\$ 3,332,897	\$ 3,313,079	\$ 3,429,059
Community Development	\$ 1,077,312	\$ 1,088,395	\$ 998,357	\$ 1,202,192	\$ 1,253,531
Financial Services	\$ 1,843,739	\$ 1,860,680	\$ 2,079,212	\$ 2,181,641	\$ 2,324,079
Operations	\$ 3,544,845	\$ 3,316,150	\$ 3,624,819	\$ 3,668,306	\$ 3,776,929
Public Safety	\$ 9,579,652	\$ 9,750,113	\$ 10,801,132	\$ 11,203,550	\$ 12,211,451
Social Services	\$ 3,890,226	\$ 3,614,854	\$ 3,887,639	\$ 4,095,124	\$ 5,054,087
Other	\$ 3,380,406	\$ 3,328,792	\$ 3,479,621	\$ 3,615,366	\$ 4,205,611
Transfers & Contingency	\$ 25,333,504	\$ 21,311,785	\$ 26,781,261	\$ 24,849,588	\$ 24,327,329
Total, General Fund	\$52,957,312	\$ 48,516,333	\$56,215,597	\$55,318,519	\$ 57,761,488

GENERAL FUND EXPENDITURES

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	FY19-20 Adopted Budget	Increase (Decrease)
General Fund (0100):							
Administration							
0100	Board of Supervisors	120,820	112,549	120,399	121,710	220,134	98,424
0101	County Administration	503,577	343,114	411,859	379,549	298,835	(80,714)
0102	County Attorney	239,244	279,238	322,447	348,863	338,596	(10,267)
0103	Human Resources	298,303	304,196	375,954	339,549	321,845	(17,704)
	Total Administration	1,161,944	1,039,098	1,230,658	1,189,672	1,179,411	(10,262)
Constitutional Officers							
0200	Commissioner of the Revenue	444,493	452,732	421,743	474,619	495,456	20,837
0201	Treasurer	616,429	588,539	558,872	582,968	585,424	2,456
0202	Clerk of Circuit Court	515,083	568,689	595,347	578,953	600,817	21,864
0203	Sheriff	998,017	1,043,602	1,172,816	1,081,848	1,128,710	46,862
0204	Commonwealth's Attorney	571,662	552,905	584,120	594,691	618,652	23,961
	Total Constitutional Officers	3,145,684	3,206,466	3,332,897	3,313,079	3,429,059	115,980
Community Development							
0300	Community Development and Code Compliance	1,077,312	1,088,395	998,357	1,202,192	938,464	(263,728)
0301	Planning	-	-	-	-	315,068	315,068
	Total Community Development	1,077,312	1,088,395	998,357	1,202,192	1,253,531	51,340
Financial Services							
0401	Assessor	477,953	486,697	427,773	499,873	547,127	47,254
0402	Finance	660,000	677,798	702,388	760,655	816,855	56,201
0403	Information Technology	705,786	696,185	534,872	553,558	583,096	29,538
0405	County-Wide Information Technology - NEW IN FY	-	-	414,179	367,556	377,000	9,444
	Total Financial Services	1,843,739	1,860,680	2,079,212	2,181,641	2,324,079	142,437
Operations							
0502	County Garage	445,296	387,931	455,137	438,391	435,411	(2,979)
0503	Refuse Disposal	65,566	41,434	50,588	55,895	55,895	-
0504	General Properties	2,136,046	1,955,806	2,099,576	2,177,027	2,255,280	78,252
0505	Parks & Recreation	895,032	929,162	1,017,712	993,993	1,027,343	33,350
0506	County Engineering	2,906	1,818	1,806	3,000	3,000	-
	Total Operations	3,544,845	3,316,150	3,624,819	3,668,306	3,776,929	108,623
Public Safety							
0601	Police Department	5,075,064	5,029,599	5,382,501	5,637,003	5,931,737	294,734
0602	Grants/Law Enforcement	78,438	108,814	58,464	-	-	-
0603	Emergency Communications Center	914,679	933,860	1,121,943	1,349,962	1,429,684	79,722
0604	Prince George Fire Department	75,322	73,743	67,462	57,520	63,100	5,580
0605	Disputanta Fire Department	58,304	78,315	52,722	44,215	47,871	3,656
0606	Carson Fire Department	81,117	79,556	119,564	72,547	79,076	6,529
0607	Burrowsville Fire Department	72,959	61,172	47,908	34,688	37,921	3,233
0608	Jefferson Park Fire Department	47,598	74,348	103,832	55,974	57,186	1,212
0617	Merchant's Hope Fire Department (New Route 10)	-	-	-	16,760	17,694	934
0609	Prince George Emergency Crew	17,008	11,289	8,641	13,535	13,604	69
0610	Fire and EMS	2,248,326	2,615,824	2,918,781	2,863,624	3,414,121	550,496
0611	Animal Control	431,949	459,593	463,872	455,989	478,289	22,300
0612	Emergency Management	62,564	60,945	58,964	58,711	72,977	14,266
0613	SAFER GRANT	301,994	-	-	-	-	-
0614	FIRE & EMS GRANTS	114,330	163,057	143,780	-	-	-
0615	FIRE & EMS SAFER Recruitment Grant	-	-	135,435	216,224	220,641	4,417
0616	FIRE & EMS SAFER Hiring Grant	-	-	117,261	326,798	347,551	20,753
	Total Public Safety	9,579,652	9,750,113	10,801,132	11,203,550	12,211,451	1,007,901

GENERAL FUND EXPENDITURES (cont.)

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	FY19-20 Adopted Budget	Increase (Decrease)
Social Services							
0701	Welfare Administration	1,824,352	1,800,869	1,922,785	2,026,047	2,274,602	248,555
0702	Public Assistance (incl. SLH)	454,700	426,029	421,033	604,077	644,485	40,408
0703	CSA/At Risk Youth	8,853	13,747	11,573	15,000	15,000	-
0704	CSA State	1,388,137	1,178,539	1,372,790	1,260,000	1,950,000	690,000
0706	Tax Relief for the Elderly	214,184	195,670	159,459	190,000	170,000	(20,000)
	Total Social Services	3,890,226	3,614,854	3,887,639	4,095,124	5,054,087	958,963
Other							
0901	Registrar	281,578	256,655	258,820	278,497	296,818	18,321
0902	Circuit Court	154,652	141,012	115,597	145,192	150,006	4,814
0903	General District Court	35,976	46,799	44,995	47,920	47,920	-
0904	Magistrate	273	246	373	475	475	-
0905	Law Library	11,655	12,745	12,372	-	-	-
0906	Victim Witness	69,572	90,475	95,770	115,798	116,712	914
0907	Board and Care of Prisoners	1,651,900	1,530,976	1,736,002	1,612,131	2,329,585	717,454
0908	Court Services	897	258	3,310	2,100	4,000	1,900
0909	Juvenile Services VJCCCA	74,999	74,831	77,907	83,013	89,428	6,415
0910	Local Health Department	222,377	222,377	222,377	222,377	222,377	-
0911	Dist.19 MHMR Services Board	99,305	99,305	107,342	107,342	110,562	3,220
0912	Contribution to Colleges	-	12,000	14,494	16,459	16,622	163
0913	Regional Library	568,423	579,794	592,224	598,146	604,127	5,981
0914	Soil & Water Conservation	14,250	14,250	18,000	20,000	21,000	1,000
0915	Resource Cons. & Develop. Council	3,000	3,000	3,000	3,000	3,000	-
0916	Cooperative Extension Office	61,679	62,907	64,807	83,933	83,490	(443)
0917	Other Functions	125,697	171,923	103,101	268,024	97,530	(170,494)
0918	Farmer's Market	4,173	9,239	9,131	10,959	11,959	1,000
	Total Other	3,380,406	3,328,792	3,479,621	3,615,366	4,205,611	590,245
	Contingencies	1,392	-	-	157,230	111,027	(46,203)
	Transfer to Schools-Operating & Textbook	17,098,213	13,143,477	15,993,667	16,800,295	16,687,651	(112,644)
	Transfer to LOSAP Fund	104,500	104,500	135,000	135,000	141,000	6,000
	Transfer to Countywide Debt Service	6,579,828	6,968,597	7,198,155	7,223,095	7,160,506	(62,589)
	Transfer to Community Corrections	85,642	88,853	91,260	82,846	64,608	(18,238)
	Transfer to Economic Development	865,600	444,965	376,112	376,112	-	(376,112)
	Transfer to Capital Projects Fund	598,330	561,393	2,987,067	75,010	162,537	87,527
	Total General Government	52,957,313	48,516,333	56,215,597	55,318,519	57,761,488	2,442,969
	Total General Government, less transfer	27,625,200	27,204,548	29,434,336	30,626,161	33,545,186	2,919,025
	TRANSFERS	25,332,112	21,311,785	26,781,261	24,692,358	24,216,302	(476,056)



EXPENDITURES BY TYPE

		FY17	FY18	FY19	FY20
		Actual	Actual	Adopted	Adopted
SALARIES	Salaries	13,020,826	13,724,092	14,357,187	15,239,378
BENEFITS	Benefits & Taxes	4,372,404	4,579,557	5,444,343	5,965,021
OPERATIONS	Purchased Services	2,859,344	3,263,679	3,261,670	4,071,936
	Internal Services	108,836	120,332	132,900	132,900
	Utilities	679,254	763,022	766,530	802,030
	Communications	382,472	429,580	426,798	436,843
	Insurance	206,408	191,796	215,904	207,989
	Leases/ Rentals	73,191	76,227	85,944	106,537
	Travel & Training	164,130	159,943	306,862	332,212
	Contributions to other Entities	1,085,767	1,140,348	1,049,919	1,061,783
	Miscellaneous	32,805	34,393	37,957	43,247
	Materials & Supplies	1,471,439	1,718,482	1,528,435	1,626,460
	Payment to Joint Operations	288,405	280,613	301,031	342,953
	Capital Outlay	649,386	993,333	359,728	312,933
PUBLIC ASSISTANCE	Public Assistance	1,790,155	1,941,948	2,035,349	2,745,757
TRANSFERS, DEBT & CONTINGENCY	Buren Principal	\$19,727	\$16,992	\$158,374	\$6,180
	Transfer to School Funds	\$13,143,477	\$15,993,667	\$16,800,295	\$16,687,651
	Transfer to LOSAP Fund	\$104,500	\$135,000	\$135,000	\$141,000
	Transfer to Economic Development	\$444,965	\$376,112	\$376,112	\$0
	Transfer to Cap Projects	\$561,393	\$2,987,067	\$75,010	\$162,537
	Debt Service (Gen. Fd.)	\$6,968,597	\$7,198,155	\$7,223,095	\$7,160,506
	Transfer to Community Corrections	\$88,853	\$91,260	\$82,846	\$64,608
	Contingencies	\$0	\$0	\$157,230	\$111,027
Total Expenditures		\$48,516,332	\$56,215,597	55,318,519	\$57,761,488

Overall, adopted expenditures are increasing \$2.44 million, or 4.42%, over the FY 18/19 budget.

The **Salaries** category includes all regular salaries, overtime, and part-time costs of Prince George County general government personnel. **Benefits and Taxes** represent amounts paid for employer portion of employee benefits to include Social Security & Medicare Tax, Virginia Retirement System (VRS) contributions and the employer portion of health insurance premiums and HSA contributions. Additionally, benefits include disability insurance for VRS Hybrid plan employees.

In FY 19/20, salaries, benefits and taxes make up 36.7% of all General Fund disbursements. The 6.2% increase in salaries is due to board adopted initiatives to improve employee pay via a pay increase for all employees and through 25% implementation of Phase II of a salary study to begin addressing pay compression. As part of Phase II of the Salary Study, paid Fire and EMS staff was also moved to a separate pay plan similar to the plan adopted for sworn police officers in FY2019. The pay range for Communications Officers was increased by two pay grades to be more competitive and more fairly compensate this employee group. Additionally, 3 general fund positions were added for FY2020; 2 Fire/EMS Lieutenants (through an increase in medical

transport fees) and 1 Social Services Administrative Support Specialist (through increased state revenues).

A 10.3% increase is projected for benefits and taxes due to a 9.35% increase in the employer-paid health insurance premium. There was a slight decrease in the Hybrid Disability Insurance premium (0.59% to 0.528%). Other benefit contributions (Virginia Retirement System Retirement, Group Term Life Insurance and HSA contributions) remained flat.

The **Operations and Capital Outlay** categories include a wide range of operating costs in support of General Government programs and services. Examples of expenditures in this category include maintenance contracts, printing and binding, electricity, telephone, lease and rent, office supplies, and vehicle operation and maintenance. Capital outlay purchases include expenditures for tangible items of a substantial value (more than \$1,000), such as computers and furniture and are a part of departments' operating expenses. Combined, department operations and capital outlay make up 16.4% of County general government department expenditures.

General government department operations increased by 11.85% over FY 18/19 mainly due to increases in projected purchased services. This increase is primarily attributable to contributions to Riverside Regional Jail due to an increase in the number of prisoners (census) and an increase in the per diem from \$40 to \$43 per day.

The Public Assistance Category includes the County's social services offered to citizens. These services include the food stamp program, foster care assistance and other assistance to needy families. Expenditures for Public Assistance are 4.75% of total General Fund Expenditures. These expenditures have increased due to a 54.8% increase in Comprehensive Services Act (CSA) spending.

ADMINISTRATION

			FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity		Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
	Administration							
0100	Board of Supervisors		120,820	112,549	120,399	121,710	220,134	98,424
0101	County Administration		503,577	343,114	411,859	379,549	298,835	(80,714)
0102	County Attorney		239,244	279,238	322,447	348,863	338,596	(10,267)
0103	Human Resources		298,303	304,196	375,954	339,549	321,845	(17,704)
	Total Administration		1,161,944	1,039,098	1,230,658	1,189,672	1,179,411	(10,262)

Board of Supervisors

The Board of Supervisors is an elected body of five members. Voters in each of the two districts elect supervisors for four-year terms. The Board elects a chairman and vice chairman in January of each year. The chairman presides at Board meetings and serves as the official head of County government. The vice chairman assumes these responsibilities in the absence of the chairman.

Each member is charged with the duty to guide the County, get the citizens more involved, practice open government, be accessible to the public, put the County in a better position for the future and to be the policy group. The Board of Supervisors adopts the annual operating and capital budgets and appropriates all funds for expenditure.

For FY19/20, the salary and benefits for the Clerk of the Board of Supervisors is newly reflected in the Board of Supervisors Budget. This position formerly served as the Executive Assistant to the County Administrator. These duties were removed during FY2019. The Clerk now reports directly to the Board.

Board of Supervisors								
Location Code 0100								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase (Decrease)
0100-01-001-0100-00	41100	SALARIES BOARD OF SUP	-	-	-	-	74,143	74,143
0100-01-001-0100-00	41111	COMP.BOARD MEMBERS	35,100	34,698	35,100	35,100	35,100	-
0100-01-001-0100-00	42100	FICA	2,699	2,675	2,690	2,685	8,357	5,672
0100-01-001-0100-00	42210	BOS RETIREMENT	-	-	-	-	10,788	10,788
0100-01-001-0100-00	42300	BOS HEALTH INSURANCE	-	-	-	-	5,000	5,000
0100-01-001-0100-00	42400	BOS GROUP LIFE INSURANCE	-	-	-	-	971	971
0100-01-001-0100-00	42700	BOS WORKER'S COMPENSATION	-	-	-	-	150	150
0100-01-001-0100-00	43101	PROFESSIONAL SERVICES	16,810	5,885	5,789	10,000	8,000	(2,000)
0100-01-001-0100-00	43500	PRINTING AND BINDING	-	-	83	-	-	-
0100-01-001-0100-00	43600	ADVERTISING	11,503	9,462	7,816	9,000	9,000	-
0100-01-001-0100-00	45210	POSTAL SERVICE	14,214	14,013	13,798	14,200	14,200	-
0100-01-001-0100-00	45230	TELEPHONE	2,512	2,792	5,332	2,800	5,400	2,600
0100-01-001-0100-00	45307	PUBLIC OFFICIAL LIAB.INS	1,575	1,125	1,125	1,125	1,125	-
0100-01-001-0100-00	45410	LEASE/RENT EQUIPMENT	6,110	6,235	6,522	6,200	7,000	800
0100-01-001-0100-00	45510	MILEAGE	-	-	242	500	500	-
0100-01-001-0100-00	45530	SUBSISTENCE & LODGING	2,609	2,408	2,829	2,500	3,000	500
0100-01-001-0100-00	45540	CONVENTION & EDUCATION	3,264	2,872	3,753	4,000	4,000	-
0100-01-001-0100-00	45600	COUNTY CONTRIBUTIONS	-	-	9,300	9,500	9,300	(200)
0100-01-001-0100-00	45810	DUES AND MEMBERSHIPS	16,102	16,423	15,598	16,500	15,000	(1,500)
0100-01-001-0100-00	46001	OFFICE SUPPLIES	4,963	3,929	5,938	4,000	4,000	-
0100-01-001-0100-00	46002	FOOD SUPPLIES	2,313	2,336	4,485	2,500	4,000	1,500
0100-01-001-0100-00	46012	BOOKS & SUBSCRIPTIONS	70	-	-	100	100	-
0100-01-001-0100-00	46014	OTHER OPERATING SUPPLIES	-	-	-	-	1,000	1,000
0100-01-001-0100-00	48107	BOS INFO TECH EQUIP-REPLACE	976	7,697	-	1,000	-	(1,000)
			120,820	112,549	120,399	121,710	220,134	98,424

NOTES: Overall projected spending in the Board of Supervisor's department is expected to increase by \$98,424 in FY19/20 almost solely due to newly reflecting the salary and benefits of the Clerk of the Board in this budget area.

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Board of Supervisors	Clerk of the Board of Supervisors	FT	0	1	1
			0	1	1

This is not a new position/FTE. This position was formerly budgeted in the County Administration budget and was Executive Assistant / Deputy Clerk of the Board.

County Administration

The Office of County Administration leads the operations of the County government to meet the needs of the citizens of Prince George County. The office advises members of the Board of Supervisors, recommends policies and sets priorities for consideration by the Board concerning the provision of programs and services that provide the highest quality of life to County citizens. The County Administrator ensures compliance with federal, state and local laws and ordinances. He or she also maintains open communication with various sectors of the community such as the legislative delegation, business community, area governments and County residents.

County Administration								
Location Code	0101							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0101-	41100	SALARIES & WAGES-REGULAR	274,634	235,519	231,156	229,435	165,283	(64,152)
0100-01-002-0101-	41300	PART-TIME SALARIES & WAGE	32,666	4,834	2,785	10,000	10,000	-
0100-01-002-0101-	42100	FICA	20,728	15,401	15,093	18,317	13,409	(4,908)
0100-01-002-0101-	42210	RETIREMENT	41,323	32,343	32,343	33,383	24,049	(9,334)
0100-01-002-0101-	42300	HOSPITAL/MEDICAL PLANS	18,218	8,594	13,300	19,659	15,890	(3,770)
0100-01-002-0101-	42400	GROUP LIFE INSURANCE	3,126	2,926	2,926	3,006	2,165	(840)
0100-01-002-0101-	42700	WORKER'S COMPENSATION	250	246	298	300	369	69
0100-01-002-0101-	42750	DISABILITY INSURANCE	-	-	-	-	-	-
0100-01-002-0101-	43101	PROFESSIONAL SERVICES	251	-	-	1,000	1,000	-
0100-01-002-0101-	43320	MAINTENANCE SVS CONTRACTS	924	624	624	624	624	-
0100-01-002-0101-	43600	ADVERTISING	1,244	-	6,039	2,000	2,000	-
0100-01-002-0101-	44200	AUTOMOTIVE/MOTOR POOL	253	42	88	500	500	-
0100-01-002-0101-	45210	POSTAL SERVICE	256	198	126	500	500	-
0100-01-002-0101-	45230	TELEPHONE	9,911	5,911	8,513	9,000	9,000	-
0100-01-002-0101-	45305	MOTOR VEHICLE INSURANCE	716	1,600	426	426	447	21
0100-01-002-0101-	45410	LEASE/RENT EQUIPMENT	6,866	5,233	6,685	7,000	7,000	-
0100-01-002-0101-	45510	MILEAGE	-	150	149	-	-	-
0100-01-002-0101-	45530	SUBSISTENCE & LODGING	412	-	670	2,000	2,000	-
0100-01-002-0101-	45540	CONVENTION & EDUCATION	3,642	2,573	4,928	6,000	5,000	(1,000)
0100-01-002-0101-	45600	COUNTY CONTRIBUTIONS	4,000	4,200	4,200	4,600	4,300	(300)
0100-01-002-0101-	45810	DUES AND MEMBERSHIPS	2,663	2,990	2,923	3,000	5,500	2,500
0100-01-002-0101-	46001	OFFICE SUPPLIES	8,105	2,883	7,482	6,500	6,500	-
0100-01-002-0101-	46002	FOOD SUPPLIES	4,783	3,223	2,727	4,000	4,000	-
0100-01-002-0101-	46008	VEHICLE & EQUIP. FUEL	1,037	(170)	532	2,000	2,000	-
0100-01-002-0101-	46009	VEHICLE & EQUIP SUPPLIES	393	-	125	200	200	-
0100-01-002-0101-	46011	UNIFORM & APPAREL	-	-	1,757	-	1,000	1,000
0100-01-002-0101-	46012	BOOKS & SUBSCRIPTIONS	1,041	534	719	1,100	1,100	-
0100-01-002-0101-	46014	OTHER OPERATING SUPPLIES	1,522	1,563	1,482	1,500	1,500	-
0100-01-002-0101-	46032	SPECIAL EVENTS	3,089	11,189	9,475	12,000	12,000	-
0100-01-002-0101-	48102	FURNITURE & FIXTURES	-	509	98	1,500	1,500	-
0100-01-002-0101-	48105	MTR VEH - REPLC	61,526	-	54,191	-	-	-
0100-01-002-0101-	48107	INFO TECH EQUIPMENT	-	-	-	-	-	-
			503,577	343,114	411,859	379,549	298,835	(80,714)

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
County Administration	County Administrator	FT	1	1	0
County Administration	Executive Assistant/Deputy Clerk	FT	1	0	-1
			2	1	-1
County Administration has a Project Management Specialist Position that is Authorized but not funded in FY19-20.					

FY2020 Budget Notes – Funding in County Administration shows a reduction for FY2020 due to change in duties and reporting for position formerly classified as Executive Assistant to the County Administrator and Deputy Clerk of the Board. This position was reclassified as Clerk of the Board of Supervisors and is now reflected in the Board of Supervisors budget.

County Attorney

The County Attorney provides legal services to the Board of Supervisors, the County Administration and Constitutional officers for all civil legal matters that arise out of the delivery of County services. The typical legal services provided by the County Attorney include legal advice and opinions, preparation and negotiation of contracts, deeds and other legal documents, prosecuting County Code violations and representation at Board of Supervisors' meetings. In addition, the County Attorney handles all civil litigation involving the County or its employees. In limited situations, the County Attorney is a legal resource for citizens of Prince George on County government issues.

HOW THE OFFICE SUPPORTS MISSION OF OTHER DEPARTMENTS

The County Attorney actively represents departments in disputes that might otherwise prevent the department from accomplishing tasks that are part of its core mission. For example, the County Attorney resolves lawsuits filed by the social services department that distract from providing services directly to children, or defends police management so it can concentrate on community public safety needs or represents supervisors in various departments in employee disputes which do not further those departments' primary missions. The County Attorney also directly negotiates and mediates disputes on behalf of departments thereby reducing costs, eliminating excessive risk and identifying legal pitfalls for those departments.

The County Attorney directly files lawsuits on behalf of departments in furtherance of their missions. As examples, the County Attorney aggressively pursues debt collection to enhance County revenues, furthers community beautification and community policing by managing an inoperable vehicle program which permanently removes junk vehicles from the County and prosecutes building and maintenance code violations resulting in demolishing or repairing unsightly and unsafe structures. The office processes over 250 Freedom of Information Act requests annually which requires the coordination of information from many departments simultaneously in order to prevent these departments from wasting time on a task that does not further their core missions. Ultimately, departments can shift complicated human conflict revolving around their services to this office so that employee energy and creativity will not be dissipated by conflict.

County Attorney								
Location Code		0102						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0102-	41100	SALARIES & WAGES-REGULAR	186,071	225,684	205,539	197,462	189,822	(7,639)
0100-01-002-0102-	41200	OVERTIME	36	-	-	-	-	-
0100-01-002-0102-	41300	PART-TIME SALARIES & WAGE	7,776	3,053	50,000	81,250	81,250	-
0100-01-002-0102-	42100	FICA	14,404	16,411	17,964	21,321	20,737	(584)
0100-01-002-0102-	42210	RETIREMENT	9,749	9,459	9,612	9,972	8,713	(1,259)
0100-01-002-0102-	42300	HOSPITAL/MEDICAL PLANS	8,684	10,579	16,099	18,223	16,687	(1,536)
0100-01-002-0102-	42400	GROUP LIFE INSURANCE	738	856	870	898	784	(113)
0100-01-002-0102-	42500	DISABILITY INSURANCE	-	-	-	-	316	316
0100-01-002-0102-	42700	WORKER'S COMPENSATION	175	172	209	209	257	48
0100-01-002-0102-	43101	PROFESSIONAL SERVICES	273	1,760	2,988	3,500	3,500	-
0100-01-002-0102-	43310	REPAIRS AND MAINTENANCE	-	-	-	-	-	-
0100-01-002-0102-	43320	MAINTENANCE SVS CONTRACT	-	-	-	-	-	-
0100-01-002-0102-	43600	ADVERTISING	-	117	-	-	-	-
0100-01-002-0102-	45210	POSTAL SERVICE	800	553	1,392	1,000	1,500	500
0100-01-002-0102-	45230	TELEPHONE	3,521	3,414	3,708	3,500	3,500	-
0100-01-002-0102-	45410	LEASE/RENT EQUIPMENT	1,674	3,525	3,754	1,104	1,104	-
0100-01-002-0102-	45510	MILEAGE	37	5	-	-	-	-
0100-01-002-0102-	45540	CONVENTION & EDUCATION	1,324	1,490	512	2,800	2,800	-
0100-01-002-0102-	45810	DUES AND MEMBERSHIPS	1,469	350	720	750	750	-
0100-01-002-0102-	46001	OFFICE SUPPLIES	856	731	1,090	750	750	-
0100-01-002-0102-	46002	FOOD SUPPLIES	281	-	559	125	125	-
0100-01-002-0102-	46012	BOOKS & SUBSCRIPTIONS	1,379	1,079	1,651	3,500	3,500	-
0100-01-002-0102-	46024	DATA PROCESSING SUPPLIES	-	-	-	-	-	-
0100-01-002-0102-	48102	FURNITURE & FIXTURES	-	-	-	1,000	1,000	-
0100-01-002-0102-	48107	INFO TECH EQUIPMENT	-	-	5,782	1,500	1,500	-
			239,244	279,238	322,447	348,863	338,596	(10,267)

		FUNDED POSITIONS			
Department	Title	Status	FY2018-19	FY2019-20	Change
County Attorney	County Attorney	FT	1	1	0
County Attorney	County Attorney - Part-Time	PT	0.5	0.5	0
County Attorney	Legal Assistant	FT	1	1	0
			2.5	2.5	0

FY2020 Budget Notes: No significant budget changes are anticipated for FY2020.

Human Resources

The mission of the Department of Human Resources is to serve customers, employees and staff with integrity and accountability in a professional and courteous manner. The department's goals are to attract, motivate, develop and retain an efficient, productive and diversified workforce primarily responsible for providing services to our citizens.

Human Resources								
Location Code	0103							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0103-	41100	SALARIES & WAGES-REGULAR	181,219	196,780	210,242	205,271	191,760	(13,511)
0100-01-002-0103-	41300	PART-TIME SALARIES & WAGE	682	397	373	1,500	1,500	-
0100-01-002-0103-	42100	FICA	13,114	14,089	15,260	15,818	14,784	(1,034)
0100-01-002-0103-	42210	RETIREMENT	27,401	28,348	28,928	29,867	27,901	(1,966)
0100-01-002-0103-	42300	HOSPITAL/MEDICAL PLANS	18,257	25,263	26,002	28,993	27,818	(1,175)
0100-01-002-0103-	42400	GROUP LIFE INSURANCE	2,073	2,564	2,617	2,689	2,512	(177)
0100-01-002-0103-	42500	HR DISABILITY INSURANCE	-	-	-	-	248	248
0100-01-002-0103-	42700	WORKER'S COMPENSATION	230	215	261	261	321	60
0100-01-002-0103-	42750	DISABILITY INSURANCE	-	-	-	-	-	-
0100-01-002-0103-	43101	PROFESSIONAL SERVICES	12,909	-	40,025	500	500	-
0100-01-002-0103-	43132	EMPL/ VOL RECOGNITION	20,919	12,216	27,602	20,000	20,000	-
0100-01-002-0103-	43320	MAINTENANCE SVS CONTRACTS	7,940	8,035	9,176	9,000	9,000	-
0100-01-002-0103-	43600	ADVERTISING	-	-	-	100	-	(100)
0100-01-002-0103-	45210	POSTAL SERVICE	253	276	338	250	250	-
0100-01-002-0103-	45230	TELEPHONE	5,002	5,155	4,573	5,300	5,000	(300)
0100-01-002-0103-	45410	LEASE/RENT EQUIPMENT	434	373	2,674	3,000	3,000	-
0100-01-002-0103-	45530	SUSTENANCE & LODGING	-	-	899	-	-	-
0100-01-002-0103-	45540	CONVENTION & EDUCATION	731	730	1,503	4,000	4,000	-
0100-01-002-0103-	45541	TRAINING - PROFESSIONAL DEVEL	938	940	2,562	5,000	5,000	-
0100-01-002-0103-	45810	DUES AND MEMBERSHIPS	450	428	209	500	750	250
0100-01-002-0103-	46001	OFFICE SUPPLIES	2,910	5,976	917	3,000	3,000	-
0100-01-002-0103-	46002	FOOD SUPPLIES	943	415	855	1,500	1,500	-
0100-01-002-0103-	46014	OTHER OPERATING SUPPLIES	421	944	322	1,000	1,000	-
0100-01-002-0103-	46024	DATA PROCESSING SUPPLIES	650	-	-	200	200	-
0100-01-002-0103-	46031	FLOWERS/DONATIONS	827	1,051	615	1,500	1,500	-
0100-01-002-0103-	48102	FURNITURE & FIXTURES	-	-	-	300	300	-
			298,303	304,196	375,954	339,549	321,845	(17,704)

		FUNDED POSITIONS			
Department	Title	Status	FY2018-19	FY2019-20	Change
Human Resources	Director of Human Resources	FT	1	1	0
Human Resources	Human Resources Supervisor	FT	1	0	-1
Human Resources	Human Resources Technician	FT	0	1	1
Human Resources	Human Resources Analyst	FT	1	1	0
			3	3	0

FY2020 Budget Notes: There are no significant budget changes are planned for FY2020.

Human Resources [Goals & Performance Measures]

Strategic Initiative – Practice Good Governance				
Goal: Talent Acquisition - To recruit and retain a diverse workforce to meet the needs of the County Citizens.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Increase the percentage of active open positions filled within 60 days (from initial posting date to start date).	N/A	37%	45%	55%
Measure 2: Maintain the employee turnover rate below 20%.	N/A	17%	15%	13%

Strategic Initiative - Practice Good Governance				
Goal: Performance Management -To ensure our compensation and performance management processes are designed and executed to align and maximize our employee's performance with the goals of the County.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Increase the percentage of employees for whom performance evaluations have been completed and documented by the target date.	N/A	85%	<u>100%</u> 100% FY19 actual	100%
Measure 2: Increase the percentage of Directors who are setting goals for their employees for the upcoming year during their evaluation.	N/A	N/A	30%	50%

Strategic Initiative - Practice Good Governance & Strengthen Civic Partnerships				
Goal: Culture - To maintain a positive, values-based work environment.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Increase the percentage of employees who indicate that we have a positive work environment, as measured by surveys.	N/A	N/A	80%	90%
Measure 2: Increase the percentage of the employees who indicate that the mission, vision and core values of the County are important to them as measured by an annual survey.	N/A	88%	94%	100%

Strategic Initiative - Practice Good Governance				
Goal: Organizational Excellence -To administer HR Policy and programs effectively and efficiently, while maintaining internal customer satisfaction and meeting budget constraints.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Enroll employees in their benefits accurately and on time 100% of the time during open enrollment.	N/A	97%	100%	100%
Measure 2: Achieve internal customer satisfaction levels with HR services at 100% as measured by an annual survey and employee feedback.	N/A	N/A	100%	100%

Strategic Initiative - Practice Good Governance				
Goal: Talent Development - To provide development programs to help staff and managers accomplish their goals.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Increase the percent of employees who are internally promoted from within the County.	N/A	13%	25%	40%
Measure 2: Increase the percent of employees who indicate satisfaction or high satisfaction with their training opportunities as measured by a survey.	N/A	63%	75%	85%

CONSTITUTIONAL OFFICERS

			FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity		Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Constitutional Officers								
0200	Commissioner of the Revenue		444,493	452,732	421,743	474,619	495,456	20,837
0201	Treasurer		616,429	588,539	558,872	582,968	585,424	2,456
0202	Clerk of Circuit Court		515,083	568,689	595,347	578,953	600,817	21,864
0203	Sheriff		998,017	1,043,602	1,172,816	1,081,848	1,128,710	46,862
0204	Commonwealth's Attorney		571,662	552,905	584,120	594,691	618,652	23,961
Total Constitutional Officers			3,145,684	3,206,466	3,332,897	3,313,079	3,429,059	115,980

Commissioner of the Revenue

The Commissioner of the Revenue is a state constitutional officer as set forth in the constitution of Virginia and is the chief assessing officer for the local government. It is an elected position for a four-year term and serves the taxpayers as well as the County. The State Code of Virginia and the County Code of Prince George regulates the Commissioner of the Revenue's Office.

Responsibilities include administering the assessments for personal and business property taxes, machinery and tools tax, business license tax, public service corporation tax, meals and lodging taxes, bank franchise tax, short-term rental tax and others as required by the Board of Supervisors and in accordance with the laws and statutes of the County and Commonwealth.

The Commissioner of the Revenue's Office also assists Prince George citizens with the preparation and filing of their Virginia State income tax returns and estimated vouchers. Applications and the managing of the County's Real Estate tax relief programs are also handled by the Commissioner's office. These include tax relief for the Elderly and/or Disabled, the Disabled Veteran's, Surviving Spouses of US Armed forces killed in action and Surviving Spouses of Emergency Providers killed in the Line of Duty.

The Commissioner of the Revenue also prepares and submits such reports as are requested by the Board of Supervisors, the Director of Finance and state agencies regarding the assessment of personal property and licenses issued on behalf of the County.

It is the mission of the Commissioner's office to provide the highest quality of customer service to all citizens by striving to be fair, consistent, respectful, professional and efficient in performing our duties.

Commissioner of Revenue								
Location Code		0200						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0200-	41100	SALARIES & WAGES-REGULAR	295,547	307,670	281,321	306,325	319,603	13,278
0100-01-002-0200-	41200	OVERTIME	-	-	-	-	-	-
0100-01-002-0200-	41300	PART-TIME SALARIES & WAGE	1,292	1,197	323	2,500	1,300	(1,200)
0100-01-002-0200-	42100	FICA	21,859	23,084	20,658	23,625	24,549	924
0100-01-002-0200-	42210	RETIREMENT	45,602	43,018	38,987	44,570	46,502	1,932
0100-01-002-0200-	42300	HOSPITAL/MEDICAL PLANS	43,648	38,607	36,790	51,107	55,397	4,290
0100-01-002-0200-	42400	GROUP LIFE INSURANCE	3,450	3,880	3,527	4,013	4,187	174
0100-01-002-0200-	42500	DISABILITY	186	284	512	947	877	(70)
0100-01-002-0200-	42700	WORKER'S COMPENSATION	1,150	1,034	1,357	1,357	1,667	310
0100-01-002-0200-	43101	PROFESSIONAL SERVICES	6,401	7,099	7,252	8,500	8,500	-
0100-01-002-0200-	43310	REPAIRS & MAINTENANCE	-	-	28	-	-	-
0100-01-002-0200-	43320	MAINTENANCE SRVC CONTRCTS	5,150	5,408	5,449	5,500	6,200	700
0100-01-002-0200-	43600	ADVERTISING	-	-	-	-	-	-
0100-01-002-0200-	44200	AUTOMOTIVE/MOTOR POOL	501	163	16	300	300	-
0100-01-002-0200-	45210	POSTAL SERVICE	5,518	5,504	5,640	6,000	6,000	-
0100-01-002-0200-	45230	TELEPHONE	3,799	3,656	3,360	3,800	3,800	-
0100-01-002-0200-	45305	MOTOR VEHICLE INSURANCE	238	-	237	250	250	(0)
0100-01-002-0200-	45410	LEASE/RENT EQUIPMENT	2,628	4,486	4,758	5,000	5,000	-
0100-01-002-0200-	45510	MILEAGE	-	-	30	-	-	-
0100-01-002-0200-	45540	CONVENTION & EDUCATION	1,501	1,886	4,019	3,500	4,000	500
0100-01-002-0200-	45810	DUES AND MEMBERSHIPS	575	335	580	650	650	-
0100-01-002-0200-	46001	OFFICE SUPPLIES	4,736	4,894	6,057	6,000	6,000	-
0100-01-002-0200-	46002	FOOD SUPPLIES	291	176	454	250	250	-
0100-01-002-0200-	46008	VEHICLE & EQUIP. FUEL	189	114	48	175	175	-
0100-01-002-0200-	46012	BOOKS & SUBSCRIPTIONS	232	238	340	250	250	-
			444,493	452,732	421,743	474,619	495,456	20,837

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Commissioner of Revenue	Commissioner of the Revenue	FT	1	1	0
Commissioner of Revenue	Senior Deputy Commissioner of Revenue	FT	1	0	-1
Commissioner of Revenue	Chief Deputy Commissioner of Revenue	FT	0	1	1
Commissioner of Revenue	Deputy Commissioner of Revenue	FT	3	3	0
Commissioner of Revenue	Deputy License Inspector	FT	0	1	1
Commissioner of Revenue	Tax Compliance Auditor	FT	1	0	-1
			6	6	0

FY2020 Budget Notes: No significant budget changes are planned for FY2020. Two employees in the office of The Commissioner of Revenue have attained state Compensation Board Career Development requirements. The State provided funding for career development increased compensation for one employee. The Tax Compliance Auditor position was reclassified as a Deputy License Inspector during FY2019. For FY2020, the Senior Deputy Commissioner of Revenue was reclassified to Chief Deputy Commissioner of Revenue to be consistent with other Constitutional Offices.

Treasurer

The Treasurer's Office is responsible for the collection of all departmental revenue of Prince George County. The office makes daily deposits, invests the County's money, reconciles monthly bank statements, general ledger reports and assists the state and local auditors. They are also available to assist citizens, attorneys and title searchers and collect taxes. The treasurer is an elected official with a four-year term. The motto of the Treasurer's Office is "Elected to Serve!"

The Treasurer's Office accepts payments for state income tax, personal property tax, vehicle registration, real estate tax, utilities bill, business license tax, dog licenses and parking tickets.

Treasurer								
Location Code		0201						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0201-	41100	SALARIES & WAGES-REGULAR	328,408	326,788	281,544	266,973	279,043	12,070
0100-01-002-0201-	41200	SALARIES & WAGES-OVERTIME	5,134	1,629	2,996	3,500	3,500	-
0100-01-002-0201-	41300	PART-TIME SALARIES & WAGE	19,872	16,978	20,654	22,500	20,000	(2,500)
0100-01-002-0201-	42100	FICA	26,469	25,274	22,736	22,412	23,145	732
0100-01-002-0201-	42210	RETIREMENT	50,860	44,873	38,170	38,845	40,601	1,756
0100-01-002-0201-	42300	HOSPITAL/MEDICAL PLANS	59,220	53,434	30,403	65,722	57,799	(7,923)
0100-01-002-0201-	42400	GROUP LIFE INSURANCE	3,848	4,057	3,453	3,497	3,655	158
0100-01-002-0201-	42500	DISABILITY INSURANCE	-	-	259	394	574	180
0100-01-002-0201-	42700	WORKER'S COMPENSATION	325	302	365	365	448	83
0100-01-002-0201-	43101	PROFESSIONAL SERVICES	24,214	(1,912)	3,976	5,000	4,000	(1,000)
0100-01-002-0201-	43103	DMV BLOCKS	7,400	13,620	5,275	11,000	5,000	(6,000)
0100-01-002-0201-	43310	REPAIRS AND MAINTENANCE	729	-	730	1,000	1,000	-
0100-01-002-0201-	43320	MAINTENANCE SVS CONTRACTS	10,335	10,830	11,539	13,000	12,000	(1,000)
0100-01-002-0201-	43500	PRINTING AND BINDING	-	-	-	-	-	-
0100-01-002-0201-	43600	ADVERTISING	417	406	338	800	500	(300)
0100-01-002-0201-	43991	CREDIT/DEBIT CARD	4,942	6,782	6,020	6,000	6,500	500
0100-01-002-0201-	43993	BANK ACCOUNT FEES	14,609	32,825	64,708	60,000	65,000	5,000
0100-01-002-0201-	45210	POSTAL SERVICE	39,471	33,386	42,678	40,000	40,000	-
0100-01-002-0201-	45230	TELEPHONE	4,994	4,800	5,030	5,000	5,000	-
0100-01-002-0201-	45305	MOTOR VEHICLE INSURANCE	-	-	-	300	300	-
0100-01-002-0201-	45410	LEASE/RENT EQUIPMENT	161	-	-	-	2,500	2,500
0100-01-002-0201-	45540	CONVENTION & EDUCATION	3,043	3,254	2,501	5,000	5,000	-
0100-01-002-0201-	45810	DUES AND MEMBERSHIPS	35	895	450	500	500	-
0100-01-002-0201-	46001	OFFICE SUPPLIES	3,104	9,387	4,044	8,000	6,000	(2,000)
0100-01-002-0201-	46002	FOOD SUPPLIES	294	222	323	200	400	200
0100-01-002-0201-	46008	VEHICLE & EQUIP FUEL	-	-	-	300	300	-
0100-01-002-0201-	46012	BOOKS & SUBSCRIPTIONS	34	34	-	60	60	-
0100-01-002-0201-	46015	COUNTY DOG TAGS	573	675	625	700	700	-
0100-01-002-0201-	46024	DATA PROCESSING SUPPLIES	3,317	-	-	1,400	1,400	-
0100-01-002-0201-	48107	INFO TECH EQUIPMENT	4,623	-	10,056	500	500	-
			616,429	588,539	558,872	582,968	585,424	2,456

Treasurer (Continued)

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Treasurer	Treasurer	FT	1	1	0
Treasurer	Chief Deputy Treasurer	FT	1	1	0
Treasurer	Deputy Treasurer - Full-Time	FT	4	4	0
Treasurer	Deputy Treasurer - Part-Time	PT	0.5	0.5	0
			6.5	6.5	0

FY2020 Budget Notes: No significant budget changes are planned for FY2020. An increase in banking fees is projected to accommodate increased use of the on-line bill pay payment feature for citizen convenience.

Clerk of Circuit Court

Prince George Circuit Court serves the residents of Prince George County. The Prince George Circuit Court (6th Judicial Circuit) is the trial court with the broadest powers in Virginia. The Circuit Court has authority to try a full range of cases, both civil and criminal, jury and non-jury. The Court records deeds, deeds of trust, finance statements, judgments, as well as qualifying notaries, issuing marriage licenses and handling all divorces. Civil cases include a wide variety of business disputes, personal injury and domestic relations cases. The Court hears felony criminal cases. A felony is a crime punishable by commitment to the State penitentiary for one year or more. The Court also hears appeals of misdemeanor and traffic cases from the General District Court and Juvenile Courts.

Clerk of Circuit Court								
Location Code	0202							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-010-0202-	41100	SALARIES & WAGES-REGULAR	355,668	363,387	408,606	377,265	384,681	7,416
0100-02-010-0202-	41200	SALARIES & WAGES-OVERTIME	-	-	393	-	-	-
0100-02-010-0202-	41300	PART-TIME SALARIES & WAGE	-	-	472	3,000	3,000	-
0100-02-010-0202-	42100	FICA	25,984	26,370	29,761	29,090	29,658	567
0100-02-010-0202-	42210	RETIREMENT	55,667	52,207	52,577	54,892	55,971	1,079
0100-02-010-0202-	42300	HOSPITAL/MEDICAL PLANS	44,145	42,682	52,643	63,663	70,809	7,146
0100-02-010-0202-	42400	GROUP LIFE INSURANCE	4,211	4,725	4,757	4,942	5,039	97
0100-02-010-0202-	42500	DISABILITY	196	362	440	460	423	(38)
0100-02-010-0202-	42700	WORKER'S COMPENSATION	334	302	417	420	516	96
0100-02-010-0202-	43101	PROFESSIONAL SERVICES	3,150	3,121	2,830	4,000	4,000	-
0100-02-010-0202-	43310	REPAIRS AND MAINTENANCE	325	-	-	400	400	-
0100-02-010-0202-	43320	MAINTENANCE SVS CONTRACTS	1,164	650	1,545	1,600	1,800	200
0100-02-010-0202-	43500	PRINTING AND BINDING	1,503	1,424	81	1,500	1,500	-
0100-02-010-0202-	43513	MICROFILMING EXPENSE	653	517	727	800	800	-
0100-02-010-0202-	43550	RECORD PRESERVATION SERVICE	-	38,795	3,995	-	-	-
0100-02-010-0202-	45210	POSTAL SERVICE	95	7,000	9,516	2,500	2,500	-
0100-02-010-0202-	45230	TELEPHONE	700	1,179	1,177	1,200	1,200	-
0100-02-010-0202-	45410	LEASE/RENT EQUIPMENT	192	1,523	186	2,000	2,000	-
0100-02-010-0202-	45810	DUES AND MEMBERSHIPS	320	-	320	320	320	-
0100-02-010-0202-	46001	OFFICE SUPPLIES	4,599	6,206	8,229	6,500	6,500	-
0100-02-010-0202-	46002	FOOD SUPPLIES	200	278	440	200	200	-
0100-02-010-0202-	46012	BOOKS & SUBSCRIPTIONS	-	-	479	500	500	-
0100-02-010-0202-	46024	DATA PROCESS INDEXING	14,600	17,475	15,756	17,200	17,500	300
0100-02-010-0202-	48101	MACHINERY & EQUIPMENT	927	485	-	1,000	1,000	-
0100-02-010-0202-	48102	FURNITURE & FIXTURES	200	-	-	5,000	10,000	5,000
0100-02-010-0202-	48107	INFO TECH EQUIPMENT	250	-	-	500	500	-
			515,083	568,689	595,347	578,953	600,817	21,864

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Clerk of Circuit Court	Clerk of Circuit Court	FT	1	1	0
Clerk of Circuit Court	Chief Deputy	FT	1	1	0
Clerk of Circuit Court	Deputy Court Clerk II	FT	1	1	0
Clerk of Circuit Court	Deputy Court Clerk I	FT	3	3	0
			6	6	0

FY2020 Budget Notes: There is an increase in furniture and fixtures to accommodate the purchase of high density shelving for the Clerk of Court.

Sheriff

The mission of the Prince George County Sheriff's Office starts with the department's commitment to excellence by example. The pledge demands that the department's men and women embrace integrity at all times. The Sheriff's office seeks to employ and maintain only dedicated and caring personnel that will set a high standard of "excellence by example". The department also has a standard of commitment in partnership with the community to life and property that is second to none.

The daily goal is to perform the duties of the Sheriff's Office of Prince George County to the full extent of the department's abilities while listening and responding to the public's concerns. The department honors their allegiance to the Community, State and nation to uphold the Constitution while seeking to ensure every citizen is treated with dignity, fairness and respect, regardless of circumstance. The Prince George County Sheriff's Office is small but provides several services to the people of Prince George, Virginia such as Courthouse security, Service of civil and criminal papers, Project Lifesaver, Home incarceration, Selective enforcement, Project ChildSafe, TRIAD Program, Eagle Eddie Gun Safety program, Security for community activities, National Night Out and Career Day at local schools.

Sheriff (Continued)

Location Code	0203							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-010-0203-	41100	SALARIES & WAGES-REGULAR	605,208	621,475	635,464	634,292	651,171	16,879
0100-02-010-0203-	41200	SALARIES & WAGES-OVERTIME	8,886	8,516	8,325	8,500	9,500	1,000
0100-02-010-0203-	41300	PART-TIME SALARIES & WAGE	24,389	38,211	44,329	40,500	40,500	-
0100-02-010-0203-	41700	SELECTIVE ENFORCEMENT-OVT	21,865	21,302	19,119	20,000	20,000	-
0100-02-010-0203-	42100	FICA	48,452	50,571	51,675	53,802	55,170	1,368
0100-02-010-0203-	42210	RETIREMENT	94,368	88,947	88,947	92,289	94,745	2,456
0100-02-010-0203-	42300	HOSPITAL/MEDICAL PLANS	81,762	71,788	86,490	99,925	120,393	20,468
0100-02-010-0203-	42400	GROUP LIFE INSURANCE	7,139	8,047	8,047	8,309	124	(8,185)
0100-02-010-0203-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0100-02-010-0203-	42700	WORKER'S COMPENSATION	8,600	7,755	9,392	9,400	11,548	2,148
0100-02-010-0203-	42701	LINE OF DUTY ACT	2,595	2,681	2,700	2,800	3,281	481
0100-02-010-0203-	43101	PROFESSIONAL SERVICES	37	-	-	-	-	-
0100-02-010-0203-	43320	MAINTENANCE SVS CONTRACTS	17,327	24,620	28,710	30,274	50,830	20,556
0100-02-010-0203-	44200	AUTOMOTIVE/MOTOR POOL	5,361	10,955	7,072	9,000	9,000	-
0100-02-010-0203-	45210	POSTAL SERVICE	2,291	2,400	2,499	2,500	2,500	-
0100-02-010-0203-	45230	TELEPHONE	2,186	2,915	3,787	2,500	4,200	1,700
0100-02-010-0203-	45305	MOTOR VEHICLE INSURANCE	3,802	3,878	3,414	4,000	4,832	832
0100-02-010-0203-	45410	LEASE/RENT EQUIPMENT	3,995	5,224	5,263	5,870	5,870	-
0100-02-010-0203-	45540	CONVENTION & EDUCATION	2,169	1,110	1,760	1,750	2,250	500
0100-02-010-0203-	45790	FIRST RESPONDER FUNDS	-	-	24	-	-	-
0100-02-010-0203-	45810	DUES AND MEMBERSHIPS	1,057	1,099	1,206	1,567	1,567	-
0100-02-010-0203-	46001	OFFICE SUPPLIES	7,695	4,326	4,777	5,000	5,000	-
0100-02-010-0203-	46008	VEHICLE & EQUIP. FUEL	10,294	12,390	14,810	13,000	15,150	2,150
0100-02-010-0203-	46009	VEHICLE & EQUIP. SUPPLIES	3,134	3,879	2,243	3,500	3,500	-
0100-02-010-0203-	46010	POLICE SUPPLIES	10,680	5,023	4,516	22,294	6,600	(15,694)
0100-02-010-0203-	46011	UNIFORM/APPAREL	4,191	2,217	3,229	3,500	3,500	-
0100-02-010-0203-	46014	OTHER OPERATING SUPPLIES	177	232	32	250	250	-
0100-02-010-0203-	46042	OTHER SUPPLIES-GRANTS	-	-	-	-	-	-
0100-02-010-0203-	46047	HOME ELECT MONITORING	-	483	751	1,000	1,500	500
0100-02-010-0203-	46070	TRIAD	(98)	(329)	(224)	-	-	-
0100-02-010-0203-	47008	CRATER ACADEMY	3,939	4,172	5,247	6,026	5,729	(297)
0100-02-010-0203-	48101	MACHINERY & EQUIPMENT	16,517	39,714	-	-	-	-
0100-02-010-0203-	48105	MOTOR VEHICLES	-	-	129,212	-	-	-
			998,017	1,043,602	1,172,816	1,081,848	1,128,710	46,862

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Sheriff	Sheriff	FT	1	1	0
Sheriff	Sergeant	FT	1	1	0
Sheriff	Lieutenant	FT	1	1	0
Sheriff	Chief Deputy	FT	1	1	0
Sheriff	Deputy Sheriff - Full-Time	FT	5	5	0
Sheriff	Deputy Sheriff - Part-Time	PT	0.5	0.5	0
Sheriff	Administrative Associate	FT	1	1	0
			10.5	10.5	0

FY2020 Budget Notes: Vehicle replacement purchases are planned for FY2020 within the CIP budget with other law enforcement vehicle purchases. An increase in purchased services is shown to accommodate changes to security contracts related to the lower level expansion completed in 2019. Supplies are decreasing as there was a FY2019 increase to accommodate the purchase of a replacement magnetometer as well as rifles and sights for all deputies.

Commonwealth's Attorney

The mission of the Prince George Commonwealth's Attorney's Office is to help make the County of Prince George a safe place to live, work and play by prosecuting those cases where there is sufficient, legally admissible evidence in a manner that (1) respects the dignity of those who are the unfortunate victims of crime and (2) promotes the ends of justice.

The office accomplishes this mission by:

1. Working with the office of the Victim Witness Coordinator to ensure that crime victims are treated with dignity and respect and are fully aware of their rights as victims under Virginia Code § 19.2-11.01
2. Properly preparing cases and witness for court
3. Participating in programs to improve administration of justice
4. Being accessible to law enforcement officers for legal advice and assistance 24 hours a day
5. Using technology to enhance our ability to manage our caseload and to effectively present evidence in the courtroom
6. Attending training programs to ensure that each staff member and attorney is up to date on the latest developments in criminal law prosecution
7. Treating those who come in contact with the office the way that our staff would want to be treated
8. Acting with integrity and always striving to do the right thing
9. Reaching out to schools, civic groups and members of the community in an effort to build a coalition to prevent and fight crime

Commonwealth Attorney								
Location Code		0204						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-020-0204-	41100	SALARIES & WAGES-REGULAR	408,688	385,999	379,535	387,017	398,520	11,503
0100-02-020-0204-	41300	PART-TIME SALARIES	82	16,910	36,760	39,164	39,164	-
0100-02-020-0204-	42100	FICA	28,837	29,599	30,518	32,603	33,483	880
0100-02-020-0204-	42210	RETIREMENT	57,413	52,936	53,153	56,311	57,985	1,674
0100-02-020-0204-	42300	HOSPITAL/MEDICAL PLANS	48,350	41,407	38,379	50,374	57,748	7,374
0100-02-020-0204-	42400	GROUP LIFE INSURANCE	4,343	4,789	4,809	5,070	5,221	151
0100-02-020-0204-	42500	DISABILITY	205	-	-	-	-	-
0100-02-020-0204-	42700	WORKER'S COMPENSATION	380	345	522	522	641	119
0100-02-020-0204-	43101	PROFESSIONAL SERVICES	371	55	18,725	500	500	-
0100-02-020-0204-	43320	MAINTENANCE SVS CONTRACTS	960	960	2,120	3,060	3,060	-
0100-02-020-0204-	45210	POSTAL SERVICE	809	428	762	660	1,000	340
0100-02-020-0204-	45230	TELEPHONE	808	621	1,480	800	800	-
0100-02-020-0204-	45540	CONVENTION & EDUCATION	1,464	5,921	2,507	4,660	4,660	-
0100-02-020-0204-	45810	DUES AND MEMBERSHIPS	2,383	2,757	2,611	2,500	2,700	200
0100-02-020-0204-	46001	OFFICE SUPPLIES	9,918	3,742	5,737	4,100	5,500	1,400
0100-02-020-0204-	46002	FOOD SUPPLIES	390	44	89	350	350	-
0100-02-020-0204-	46011	UNIFORM & APPAREL	-	-	162	-	-	-
0100-02-020-0204-	46012	BOOKS & SUBSCRIPTIONS	1,384	1,587	1,855	1,600	1,600	-
0100-02-020-0204-	46024	DATA PROCESSING SUPPLIES	797	475	316	600	600	-
0100-02-020-0204-	48104	SOFTWARE AGREEMENT	-	-	-	720	720	-
0100-02-020-0204-	48107	INFO TECH EQUIPMENT	4,080	4,330	4,080	4,080	4,400	320
			571,662	552,905	584,120	594,691	618,652	23,961

Commonwealth's Attorney (Continued)

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Commonwealth's Attorney	Commonwealth's Attorney	FT	1	1	0
Commonwealth's Attorney	Asst. Commonwealth's Attorney Full-Time	FT	2	2	0
Commonwealth's Attorney	Asst. Commonwealth's Attorney Part-Time	PT	0.5	0.5	0
Commonwealth's Attorney	Office Manager	FT	1	1	0
Commonwealth's Attorney	Legal Assistant	FT	2	2	0
			6.5	6.5	0

FY2020 Budget Notes: There are no significant changes in the FY2020 budget.

COMMUNITY DEVELOPMENT

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Community Development							
0300	Community Development and Code Compliance	1,077,312	1,088,395	998,357	1,202,192	938,464	(263,728)
0301	Planning	-	-	-	-	315,068	315,068
	Total Community Development	1,077,312	1,088,395	998,357	1,202,192	1,253,531	51,340

Community Development & Code Compliance

The Community Development & Code Compliance Department consists of three main divisions: Building Inspections, Code Compliance and Environmental. Planning & Zoning was separated during FY2019 and is reflected separately in the budget for FY2020.

The Environmental Division works with citizens, area businesses, the engineering community, and developers to maintain a balance between protection of the environment and economic growth. The main operational functions of the division are Program Administration, Plan Review, Inspections, and Erosion/Drainage Complaint Investigation. The Division performs these functions to ensure compliance with the County Erosion and Sediment Control Ordinance, the Chesapeake Bay Protection Ordinance and other federal, state and local laws pertaining to erosion and sediment control and stormwater management.

The Building Inspections Division is responsible for issuing permits and conducting inspections for all new construction, alterations and repairs to existing structures, removal or demolition of structures and other building operations to ensure that the proposed construction will comply with the provisions of the Virginia Uniform Statewide Building Code. The Inspections staff works closely with property owners, developers, architects, engineers from the conceptual phase of the project through construction and completion of the project. Building code compliance enforcement is comprised of education, plan reviews, permit administration, inspections and enforcement of code requirements.

Inspections staff regularly investigates complaints through the Code Compliance Division regarding nuisances such as discarded materials, tall grass, outdoor storage, housing conditions, and problems with the condition of rental units. Inspections staff works closely with Zoning staff and the Police Department to achieve compliance with the Virginia Maintenance Code and the Code of the County of Prince George.

FY2020 Budget Notes: The decrease in the adopted FY2020 budget is attributable to the separation of the Planning Department for FY2020. Three positions are reflected separately in the FY2020 budget.

Community Development & Code Compliance (Continued)

Community Development and Code Compliance								
Location Code		0300						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-400-0300-	41100	SALARIES & WAGES-REGULAR	662,467	671,072	596,606	788,779	631,483	(157,296)
0100-03-400-0300-	41200	SALARIES & WAGES-OVERTIME	-	-	-	(40,000)	(40,000)	-
0100-03-400-0300-	41300	PART-TIME SALARIES & WAGE	25,615	22,149	57,800	-	-	-
0100-03-400-0300-	41301	COMP COMMISSION MEMBERS	17,800	17,700	17,800	18,800	-	(18,800)
0100-03-400-0300-	41400	CAREER DEVELOPMENT	-	-	-	10,000	10,000	-
0100-03-400-0300-	42100	FICA	49,687	49,966	49,151	59,485	46,013	(13,471)
0100-03-400-0300-	42210	RETIREMENT	108,901	97,426	89,469	116,222	93,336	(22,887)
0100-03-400-0300-	42300	HOSPITAL/MEDICAL PLANS	100,014	81,854	79,965	126,622	94,816	(31,806)
0100-03-400-0300-	42400	GROUP LIFE INSURANCE	8,238	8,826	8,094	10,464	8,403	(2,061)
0100-03-400-0300-	42500	DISABILITY INSURANCE	-	60	-	374	-	(374)
0100-03-400-0300-	42700	WORKER'S COMPENSATION	7,000	6,462	7,827	7,827	9,615	1,788
0100-03-400-0300-	43101	PROFESSIONAL SERVICES	2,355	6,569	817	7,000	7,000	-
0100-03-400-0300-	43109	PROPERTY MAINT / GRASS CUTTI	3,450	4,130	2,400	10,000	10,000	-
0100-03-400-0300-	43310	REPAIRS AND MAINTENANCE	-	-	-	500	500	-
0100-03-400-0300-	43320	MAINTENANCE SVS CONTRACTS	41,048	44,133	42,206	30,219	22,877	(7,342)
0100-03-400-0300-	43600	ADVERTISING	1,874	3,622	4,065	6,000	500	(5,500)
0100-03-400-0300-	43990	OTHER SERVICES	-	-	-	-	-	-
0100-03-400-0300-	43991	BANK ACCOUNT FEES	4,465	4,791	5,711	4,800	5,120	320
0100-03-400-0300-	44200	AUTOMOTIVE/MOTOR POOL	1,320	1,587	1,207	1,800	1,800	-
0100-03-400-0300-	45210	POSTAL SERVICE	1,459	1,263	1,184	1,500	1,000	(500)
0100-03-400-0300-	45230	TELEPHONE	14,014	13,910	13,595	14,000	12,100	(1,900)
0100-03-400-0300-	45305	MOTOR VEHICLE INSURANCE	2,096	2,137	1,801	2,000	2,000	-
0100-03-400-0300-	45410	LEASE/RENT EQUIPMENT	2,478	2,975	2,660	3,000	1,500	(1,500)
0100-03-400-0300-	45540	CONVENTION & EDUCATION	3,699	1,972	1,852	6,000	5,000	(1,000)
0100-03-400-0300-	45810	DUES AND MEMBERSHIPS	1,019	996	985	1,200	1,000	(200)
0100-03-400-0300-	46001	OFFICE SUPPLIES	3,175	1,307	1,316	2,500	2,000	(500)
0100-03-400-0300-	46002	FOOD SUPPLIES	569	530	390	500	500	-
0100-03-400-0300-	46008	VEHICLE & EQUIP. FUEL	5,634	5,092	4,803	5,500	5,500	-
0100-03-400-0300-	46009	VEHICLE & EQUIP. SUPPLIES	883	3,039	1,320	1,500	1,500	-
0100-03-400-0300-	46011	UNIFORM/APPAREL	894	1,215	946	1,000	1,000	-
0100-03-400-0300-	46012	BOOKS & SUBSCRIPTIONS	695	467	916	1,700	1,500	(200)
0100-03-400-0300-	46014	OTHER OPERATING SUPPLIES	-	-	-	-	-	-
0100-03-400-0300-	46024	DATA PROCESSING SUPPLIES	2,060	2,123	3,115	2,500	2,000	(500)
0100-03-400-0300-	46036	COMMUNICATION EQUIPMENT	22	-	-	150	150	-
0100-03-400-0300-	46043	TOOLS & EQUIPMENT	-	191	356	250	250	-
0100-03-400-0300-	48102	FURNITURE & FIXTURES	4,379	3,602	-	-	-	-
0100-03-400-0300-	48105	MOTOR VEHICLES	-	27,231	-	-	-	-
			1,077,312	1,088,395	998,357	1,202,192	938,464	(263,728)

		FUNDED POSITIONS			
Department	Title	Status	FY 2018- 19	FY 2019- 20	Change
CDCC	Director of Community Development & Code Compliance	FT	1	1	0
CDCC	Deputy Director, Building Official	FT	1	1	0
Planning	Planning Manager	FT	1	0	-1
CDCC	Coordinator IV, Environmental Program	FT	1	1	0
CDCC	Senior Building Inspector	FT	3	3	0
CDCC	Plans Reviewer	FT	1	1	0
Planning	Planner	FT	1	0	-1
CDCC	Office Manager	FT	1	1	0
CDCC	Permit Technician II	FT	1	1	0
CDCC	Permit Technician I	FT	1	1	0
Planning	Administrative Support Specialist II	FT	1	0	-1
			13	10	-3

Community Development & Code Compliance Goals & Performance Measures**Building Inspections**

Strategic Initiative – Practice Good Governance				
Goal: The Building Inspection Division must be responsive to the needs of applicants, so performance measures that focus on the number of building permit applications processed and the number of inspections made are important measures of workloads	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Permits issued	1701	Not available	Market Dependent	Market Dependent
Measure 2: Inspections made (new construction)	5719	Not available	Market Dependent	Market Dependent
Measure 3: Plan Reviews completed	940	Not available	Market Dependent	Market Dependent

Strategic Initiative - Practice Good Governance				
Goal: To provide a cost effective level of service while assuring the adequate protection of the health and safety of the citizens of the County	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Complete 95% of requested inspections within one business day of the customer requesting an inspection	Not available	Not available	95%	95%
Measure 2: Complete 95% of residential plan reviews within five business days of permit application/submittal	Not available	Not available	95%	95%

Strategic Initiative – Funding the Future				
Goal: To increase department revenues through fees charged for services and reduce dependency on general fund monies. Adjust fee schedules over time as necessary to return department revenues to a maximum of 95% of expenditures.	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Collect fees that amount to an increased percentage of expenditures [subject to constraints of reasonableness of increased fees as compared to surrounding municipalities]	Not available	Not available	43%	50%

Code Enforcement

Strategic Initiative – Practice Good Governance				
Goal: Develop performance measures based upon the percentage (%) of cases resolved	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Code Enforcement Complaints Processed	263	Not available	Market Dependent	Market Dependent
Measure 2: Resolve 100% of Cases	95%	Not available	100%	100%

Strategic Initiative – Practice Good Governance				
Goal: Continue to improve the code enforcement processes and coordination with the various departments involved in enforcement action	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Hold monthly coordination meetings with the various departments involved in code enforcement activities	n/a	10	12	12

Strategic Initiative – Strengthen Civic Partnerships				
Goal: Continue community outreach programs by attending neighborhood watch meetings and conducting two or more sweeps in neighborhoods to educate communities about property maintenance and code enforcement	FY18 Actual	FY19 Actual	FY20 Target	FY21 Target
Measure 1: Conduct at least two neighborhood meetings	n/a	n/a	2	2
Measure 2: Conduct at least two neighborhood sweeps	n/a	n/a	2	2

Planning

The Planning and Zoning Division provides staff support for the Planning Commission and the Board of Zoning Appeals, evaluates zoning changes, performs site plan reviews, subdivision plat reviews, enforces County Ordinances related to land use, serves as advisory staff to the Board of Supervisors, and facilitates the update and implementation of the Comprehensive Plan. The Planning and Zoning Division assists with questions regarding new development, subdivision of land, and topics ranging from rezonings to variances.

Planning was formerly combined with Community Development and Code Compliance. The department was separated from CDCC in FY2019 and budget activity is being separately reflected for FY2020.

Planning								
Location Code	0301							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-08-301-0301-	41100	SALARIES & WAGES-REGULAR	-	-	-	-	184,807	184,807
0100-08-301-0301-	41200	SALARIES & WAGES-OVERTIME	-	-	-	-	-	-
0100-08-301-0301-	41300	PART-TIME SALARIES & WAGE	-	-	-	-	8,600	8,600
0100-08-301-0301-	41301	COMP COMMISSION MEMBERS	-	-	-	-	18,800	18,800
0100-08-301-0301-	41400	CAREER DEVELOPMENT	-	-	-	-	-	-
0100-08-301-0301-	42100	FICA	-	-	-	-	16,234	16,234
0100-08-301-0301-	42210	RETIREMENT	-	-	-	-	26,889	26,889
0100-08-301-0301-	42300	HOSPITAL/MEDICAL PLANS	-	-	-	-	28,480	28,480
0100-08-301-0301-	42400	GROUP LIFE INSURANCE	-	-	-	-	2,421	2,421
0100-08-301-0301-	42500	DISABILITY INSURANCE	-	-	-	-	175	175
0100-08-301-0301-	42700	WORKER'S COMPENSATION	-	-	-	-	1,000	1,000
0100-08-301-0301-	43101	PROFESSIONAL SERVICES	-	-	-	-	5,000	5,000
0100-08-301-0301-	43109	PROPERTY MAINT / GRASS CUTTI	-	-	-	-	-	-
0100-08-301-0301-	43310	REPAIRS AND MAINTENANCE	-	-	-	-	250	250
0100-08-301-0301-	43320	MAINTENANCE SVS CONTRACTS	-	-	-	-	5,682	5,682
0100-08-301-0301-	43600	ADVERTISING	-	-	-	-	5,000	5,000
0100-08-301-0301-	43990	OTHER SERVICES	-	-	-	-	-	-
0100-08-301-0301-	43991	BANK ACCOUNT FEES	-	-	-	-	1,280	1,280
0100-08-301-0301-	44200	AUTOMOTIVE/MOTOR POOL	-	-	-	-	-	-
0100-08-301-0301-	45210	POSTAL SERVICE	-	-	-	-	500	500
0100-08-301-0301-	45230	TELEPHONE	-	-	-	-	2,600	2,600
0100-08-301-0301-	45305	MOTOR VEHICLE INSURANCE	-	-	-	-	250	250
0100-08-301-0301-	45410	LEASE/RENT EQUIPMENT	-	-	-	-	1,500	1,500
0100-08-301-0301-	45540	CONVENTION & EDUCATION	-	-	-	-	2,000	2,000
0100-08-301-0301-	45810	DUES AND MEMBERSHIPS	-	-	-	-	1,000	1,000
0100-08-301-0301-	46001	OFFICE SUPPLIES	-	-	-	-	1,000	1,000
0100-08-301-0301-	46002	FOOD SUPPLIES	-	-	-	-	500	500
0100-08-301-0301-	46008	VEHICLE & EQUIP. FUEL	-	-	-	-	-	-
0100-08-301-0301-	46009	VEHICLE & EQUIP. SUPPLIES	-	-	-	-	-	-
0100-08-301-0301-	46011	UNIFORM/APPAREL	-	-	-	-	-	-
0100-08-301-0301-	46012	BOOKS & SUBSCRIPTIONS	-	-	-	-	200	200
0100-08-301-0301-	46014	OTHER OPERATING SUPPLIES	-	-	-	-	-	-
0100-08-301-0301-	46024	DATA PROCESSING SUPPLIES	-	-	-	-	500	500
0100-08-301-0301-	46036	COMMUNICATION EQUIPMENT	-	-	-	-	100	100
0100-08-301-0301-	46043	TOOLS & EQUIPMENT	-	-	-	-	300	300
0100-08-301-0301-	48102	FURNITURE & FIXTURES	-	-	-	-	-	-
0100-08-301-0301-	48105	MOTOR VEHICLES	-	-	-	-	-	-
			-	-	-	-	315,068	315,068

Planning (Continued)

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Planning	Manager VI, Planning	FT	1	1	0
Planning	Planner	FT	1	1	0
Planning	Administrative Support Specialist II	FT	1	1	0
			3	3	0

The Planning Department has a Planner I position that is authorized, but not funded for FY19-20.

FY2020 Budget Notes: FY2020 is the first year that Planning Department activity is separately budgeted. This area was formerly combined with Community Development and Code Compliance. Three positions are reflected separately in the FY2020 budget. FY2020 expenditures reflect costs needed to complete an updated comprehensive plan.

Planning Goals & Performance Measures:

Strategic Initiative – Strengthen Civic Partnerships				
Goal: Explore additional civic partnerships beyond our existing partnerships locally and regionally by engaging new partners through the 2020 Comprehensive Plan Update rewrite process.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Attend additional Community meetings to engage new partners and also form new partnerships that enhance and strengthen the 2020 Comprehensive Plan with new documents. Attend at least two (2) additional community meetings [Citizens Academy, Business Roundtable are examples]	Not Available	Not Available	Not Available	2

Strategic Initiative – Bolster Economic Well-Being				
Goal: Explore additional ways to support Small and Medium-sized Enterprises (SMEs) by engaging new business owners through the 2020 Comprehensive Plan Update rewrite process	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Host a Small Business Workshop (6 Month Goal) in conjunction with also hosting a Comprehensive Plan Community meeting (6 Month Goal) that would provide additional support to the Plan from the County's business community as our partners. Host one (1) workshop.	Not Available	Not Available	Not Available	1
Measure 2: Utilize the Longwood University - Small Business Development Center (SBDC) better through Crater Planning by hosting regular workshops and seminars and partnering with the County and to advertise what is available to SMEs in the County. Host two (2) workshops.	Not Available	Not Available	Not Available	2

FINANCIAL SERVICES

			FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity		Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Financial Services								
0401	Assessor		477,953	486,697	427,773	499,873	547,127	47,254
0402	Finance		660,000	677,798	702,388	760,655	816,855	56,201
0403	Information Technology		705,786	696,185	534,872	553,558	583,096	29,538
0405	County-Wide Information Technology - NEW IN FY		-	-	414,179	367,556	377,000	9,444
Total Financial Services			1,843,739	1,860,680	2,079,212	2,181,641	2,324,079	142,437

Assessor

Real Estate assessments in Prince George County are administered by the Real Estate Assessor's Office under the authority of the Constitution of Virginia, the Code of Virginia and the Prince George County Code. It is the responsibility of the Real Estate Assessor's Office to assess land and improvements at 100 percent of fair market value according to state law. The annual real estate assessment is an estimate of the fair market value of land and improvements as of January 1 of the tax year.

The Assessor's Office is responsible for making changes to land records from the new deeds, wills and plats received from the Clerk's Office. For each property record there is a card showing the record of ownership, legal description, acreage, class code, district, source of title, location of property, sales date and sales amount.

Other functions of the Real Estate Assessor's Office include interpreting and administering all laws pertaining to real estate assessments, producing supplemental assessments for all new construction in the County, responding to inquiries concerning assessment and valuation procedures, defending assessed values before the Board of Equalization and managing the Land Use Program.

Assessor (Continued)

Assessor								
Location Code		0401						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0401-	41100	SALARIES & WAGES-REGULAR	286,437	280,271	214,584	263,744	288,132	24,388
0100-01-002-0401-	41200	SALARIES & WAGES-OVERTIME	-	-	-	-	-	-
0100-01-002-0401-	41300	PART-TIME SALARIES & WAGE	120	40,166	67,281	47,350	52,000	4,650
0100-01-002-0401-	41301	COMP. COMMISSION MEMBERS	-	-	-	2,000	2,000	-
0100-01-002-0401-	42100	FICA	20,503	23,262	20,419	23,952	26,173	2,221
0100-01-002-0401-	42210	RETIREMENT	44,161	37,735	29,764	38,375	41,923	3,548
0100-01-002-0401-	42300	HOSPITAL/MEDICAL PLANS	46,497	39,219	33,919	48,981	54,681	5,700
0100-01-002-0401-	42400	GROUP LIFE INSURANCE	3,341	3,414	2,693	3,455	3,775	319
0100-01-002-0401-	42500	DISABILITY INSURANCE	138	241	-	305	-	(305)
0100-01-002-0401-	42700	WORKER'S COMPENSATION	3,377	3,016	3,652	3,652	4,486	834
0100-01-002-0401-	43101	PROFESSIONAL SERVICES	37	26	-	400	400	-
0100-01-002-0401-	43310	REPAIRS AND MAINTENANCE	-	1,258	2,046	-	-	-
0100-01-002-0401-	43320	MAINTENANCE SVS CONTRACTS	30,836	35,304	30,141	28,450	32,300	3,850
0100-01-002-0401-	43600	ADVERTISING	-	183	-	250	250	-
0100-01-002-0401-	44200	AUTOMOTIVE/MOTOR POOL	511	208	330	800	800	-
0100-01-002-0401-	45210	POSTAL SERVICE	5,605	6,381	5,366	6,500	6,500	-
0100-01-002-0401-	45230	TELEPHONE	5,136	4,654	5,044	4,800	4,800	-
0100-01-002-0401-	45305	MOTOR VEHICLE INSURANCE	715	921	901	1,000	697	(303)
0100-01-002-0401-	45410	LEASE/RENT EQUIPMENT	-	-	-	-	-	-
0100-01-002-0401-	45540	CONVENTION & EDUCATION	6,162	2,163	2,088	6,000	6,000	-
0100-01-002-0401-	45810	DUES AND MEMBERSHIPS	535	325	915	2,000	3,350	1,350
0100-01-002-0401-	46001	OFFICE SUPPLIES	262	1,321	1,646	2,000	3,000	1,000
0100-01-002-0401-	46002	FOOD SUPPLIES	700	640	120	300	300	-
0100-01-002-0401-	46009	VEHICLE & EQUIP. SUPP	782	-	92	360	360	-
0100-01-002-0401-	46008	VEHICLE & EQUIP. FUEL	529	360	484	600	600	-
0100-01-002-0401-	46012	BOOKS & SUBSCRIPTIONS	413	1,035	2,697	9,600	9,600	-
0100-01-002-0401-	46024	DATA PROCESSING SUPPLIES	3,435	2,589	3,592	3,500	3,500	-
0100-01-002-0401-	48107	INFO TECH EQUIPMENT	-	2,005	-	1,500	1,500	-
0100-01-002-0401-	48105	REPLACE MOTOR VEHICLE	17,721	-	-	-	-	-
0100-01-002-0401-	48204	NEW SFTWR & AGREEMNT	-	-	-	-	-	-
			477,953	486,697	427,773	499,873	547,127	47,254

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Assessor	Real Estate Assessor	FT	1	1	0
Assessor	Real Estate Appraiser II	FT	2	2	0
Assessor	Coordinator IV, Real Estate Operations	FT	1	1	0
Assessor	Real Estate Technician	FT	1	1	0
			5	5	0
Assessor has a Senior Real Estate Appraiser position that is authorized, but not funded for FY2019-20					

FY2020 Budget Notes: No significant budget changes are planned for FY2020. The department plans to accommodate the RE Technician position with 2 part-time employees (reflected in salary and benefit budgets). Replacement RE software implementation is underway and was part of the FY2019 adopted capital budget.

Assessor Goals and Performance Measures

The Assessor's Office Mission ties into Strategic Initiative Two – Practice Good Governance. The Real Estate Assessor's Office, in compliance with Virginia Constitution, the Code of Virginia, and the Prince George County Code, estimates the fair market value of all real estate within the county. Staff inspects and collects field data on all new construction, including additions and alterations where permits are obtained. The Office conducts annual reassessment of all real property using a computer-assisted mass appraisal system. Staff performs detailed statistical analysis to measure the accuracy, equality and equity of the value estimate using current market data and trends. The office also manages the Agricultural Land Use Program, produces the annual Land Book, processes property transfers, maintains a parcel maintenance inventory system and provides assistance to the public. Several other departments and agencies rely on the property and assessment records, reports, and databases maintained by the Real Estate Assessor's Office.

The constitutional guidance of the Assessor's Office is to equitably spread the burden of Real Estate taxes among property owners. The overall goal of the Real Estate Assessor's Office is to produce an accurate and equitable annual real estate assessment that meets or exceeds the Standards of the International Association of Assessing Officers (IAAO), the Virginia Association of Assessing Officers (VAAO), the Uniform Standards of Professional Appraisal Practice (USPAP), and the Virginia Department of Taxation.

Assessment Ratios are used to compare the sales price of a property to the current assessment and are audited annually by the Department of Taxation. An assessment ratio of 1.00 is the target. The IAAO guideline for the assessment ratio range from .95 to 1.05 but expands to .90 to 1.10 in non-homogenous property types or fast appreciating or declining markets. The **Coefficient of Dispersion (COD)** measures the dispersion of the sales prices around the median. The IAAO Guideline is 10.0 to 20.0 for improved parcels depending on property types (lower is more "accurate"). The **Price Related Differential (PRD)** measures the horizontal equity between property type. The IAAO guideline is 0.98 to 1.03.

Strategic Initiative Two – PRACTICE GOOD GOVERNANCE				
Goal: Deliver an Accurate and Equitable Real Estate Assessment.	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Target
Measure 1: Assessment Ratio between 95% and 100%.	97.6%	96.5%	97.3%	98%
Measure 2: Coefficient of Dispersion (COD) at 10.0 or below.	4.6	7.8	5.6	<10.0
Measure 3: Price Related Differential (PRD) at 1.00.	1.00	1.00	1.00	1.00

Finance

The Finance Department is committed to providing reliable information and quality service to our customers, who include citizens, elected officials, County administration, other County departments, vendors and employees. The functions of the Department include payroll, accounts payable, purchasing, budgeting, general accounting, grant administration and financial reporting. The department also manages the County's Financial Transparency Module – Open Gov which was launched in July of 2016.

The Finance Department produces the annual budget, the capital improvements plan and the Comprehensive Annual Financial Report (CAFR).

Finance								
Location Code	0402							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0402-	41100	SALARIES & WAGES-REGULAR	413,132	430,257	422,915	467,793	486,307	18,514
0100-01-002-0402-	41200	SALARIES & WAGES-OVERTIME	38	-	-	-	-	-
0100-01-002-0402-	41300	PART-TIME SALARIES & WAGE	580	290	2,743	500	500	-
0100-01-002-0402-	41400	CAREER DEVELOPMENT	-	-	-	-	2,500	2,500
0100-01-002-0402-	42100	FICA	30,366	30,951	30,475	35,824	37,432	1,608
0100-01-002-0402-	42210	RETIREMENT	61,712	61,777	58,132	68,064	71,121	3,058
0100-01-002-0402-	42300	HOSPITAL/MEDICAL PLANS	37,924	55,313	59,667	79,421	92,435	13,014
0100-01-002-0402-	42400	GROUP LIFE INSURANCE	4,669	5,575	5,259	6,128	6,403	275
0100-01-002-0402-	42500	DISABILITY	492	464	369	659	324	(336)
0100-01-002-0402-	42700	WORKER'S COMPENSATION	335	345	470	470	578	108
0100-01-002-0402-	43101	PROFESSIONAL SERVICES	54,931	45,517	69,844	50,000	67,000	17,000
0100-01-002-0402-	43310	REPAIRS AND MAINTENANCE	-	-	-	-	-	-
0100-01-002-0402-	43320	MAINTENANCE SVS CONTRACTS	15,160	24,861	25,232	25,000	26,700	1,700
0100-01-002-0402-	43600	ADVERTISING	25	-	-	-	-	-
0100-01-002-0402-	45210	POSTAL SERVICE	3,998	3,802	3,580	4,000	4,000	-
0100-01-002-0402-	45230	TELEPHONE	4,413	3,351	3,429	4,500	3,600	(900)
0100-01-002-0402-	45410	LEASE/RENT EQUIPMENT	569	1,620	-	-	-	-
0100-01-002-0402-	45510	MILEAGE	-	-	-	-	-	-
0100-01-002-0402-	45540	CONVENTION & EDUCATION	4,829	1,674	2,087	4,920	4,920	-
0100-01-002-0402-	45600	COUNTY CONTRIBUTIONS	-	-	-	-	-	-
0100-01-002-0402-	45810	DUES AND MEMBERSHIPS	745	740	615	775	775	-
0100-01-002-0402-	46001	OFFICE SUPPLIES	6,950	9,807	8,810	9,800	9,800	-
0100-01-002-0402-	46002	FOOD SUPPLIES	1,048	17	358	300	360	60
0100-01-002-0402-	46012	BOOKS & SUBSCRIPTIONS	242	34	34	200	200	-
0100-01-002-0402-	46024	DATA PROCESSING SUPPLIES	2,047	1,216	1,853	2,300	1,900	(400)
0100-01-002-0402-	48102	REPLACE FURNITURE & FIXTURES	2,465	-	-	-	-	-
0100-01-002-0402-	48104	REPLACE SOFTWARE & AGREEMENTS	-	-	-	-	-	-
0100-01-002-0402-	48107	INFO TECH EQUIPMENT	13,330	189	6,518	-	-	-
			660,000	677,798	702,388	760,655	816,855	56,201

Finance (Continued)

Category	FY2020 Budget	Description
Personnel	697,600	7 FTE - Salaries and All Benefits
Contracted Services	93,700	Annual Audit Service; Financial Advisory Services; Financial Valuations; Professional Memberships (GFOA); ERP Annual Software Fee; Financial Transparency Software Fee; Copier Maintenance
Supplies	12,260	Office Supplies and Data Processing Supplies [Check Stock; Paper; Envelopes; Forms; Toner]
Communication	7,600	Postage and Telephone
Training	5,695	Training for all staff - Finance; Purchasing; Payroll; Financial System; Governmental Standards
TOTAL	816,855	

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Finance	Deputy County Administrator, Finance	FT	1	1	0
Finance	Accounting Supervisor	FT	1	1	0
Finance	Payroll Supervisor	FT	1	1	0
Finance	Procurement Officer	FT	1	1	0
Finance	Financial Reporting Accountant	FT	1	1	0
Finance	Accounting Clerk	FT	1	1	0
Finance	Payroll Specialist	FT	1	1	0
			7	7	0

FY2020 Budget Notes: No significant budget changes are planned for FY2020. The Professional Services line (43101) has increased to adequately reflect the cost of the annual audit, annual Other Post Employment Benefit Plan (OPEB) valuations and OpenGov transparency contracted services costs. The Finance Department will develop and implement a new Career development Plan for staff in FY2020.

Finance Department Goals and Performance Measures

Strategic Initiative - Practice Good Governance				
Goal: Enhance customer service to all departments by insuring materials and services are purchased timely, for the best value and in accordance with established policies and state laws [Purchasing]	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Issue Purchase Orders within 5 business days of department requisition completion and verification of appropriate procurement (measured in %)	Not Available	Not Available	100%	100%
Measure 2: Make purchases in accordance with County and state purchasing policies (measured in %).	Not Available	Not Available	100%	100%

Strategic Initiative - Practice Good Governance				
Goal: Issue the County's Comprehensive Annual Financial Report (CAFR) on time and in accordance with Generally Accepted Accounting Principles [General Accounting].	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Issue CAFR 0 Days Late (measured in # days late)	0	0	0	0
Measure 2: Receive unmodified (clean) audit opinion (measured as yes or no)	Yes	Yes	Yes	Yes
Measure 3: Receive Government Finance Officers Association (GFOA) Certificate for Excellence in Financial Reporting (measured as yes or no)	Yes	Yes	Yes	Yes

Strategic Initiative - Practice Good Governance				
Goal: Prepare the County's Adopted budget as a user-friendly and informative document. [Budgeting]	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Prepare and post the adopted budget within 30 days of Board of Supervisor's Adoption. (measured as yes or no)	Yes	Yes	Yes	Yes
Measure 2: Receive Government Finance Officers Association (GFOA) Certificate for Excellence in Budgeting (measured as yes or no)	Yes	Yes	Yes	Yes

Strategic Initiative - Practice Good Governance				
Goal: – Pay invoices timely and maintain good vendor relations. [Accounts Payable]	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Pay 100% of Invoices within 9 business days of receipt from departments.	Not Available	Not Available	100%	100%

Strategic Initiative - Practice Good Governance				
Goal: – Prepare accurate payrolls and make deduction contributions timely and in accordance with requirements. [Payroll]	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Process no more than 2 special payrolls annually that are related to payroll department omissions or errors.	Not Available	Not Available	<=2	<=2
Measure 2: Make all VRS contributions by the 10 th of the following month. Measured in days late (0).	0	0	0	0

Information Technology

The Information Technology Department provides technology support services for County departments, Constitutional Offices, and several multi-jurisdictional agencies. Support is provided in a wide variety of areas including:

- Providing hardware and software support for County technology assets including desktop computers, laptop computers, servers, telephones, printers, mobile devices, as well as audio-visual equipment
- Planning and support for voice and data networks
- Operational support for existing departmental and enterprise data systems and business processes
- Project management and support for enterprise and departmental technology initiatives
- Training end users for a variety of applications and systems that are part of the County technology infrastructure
- Ensuring continuity of technology operations in the event of natural or manmade disasters
- Strategic planning for applying technology in a manner that will meet the current and future needs of Prince George County

Information Technology								
Location Code		0403						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0403-	41100	SALARIES & WAGES-REGULAR	343,171	370,336	377,839	380,457	393,910	13,453
0100-01-002-0403-	41200	SALARIES & WAGES-OVERTIME	-	-	-	-	-	-
0100-01-002-0403-	41300	PART-TIME SALARIES & WAGES	29	1,131	6,603	16,000	16,000	-
0100-01-002-0403-	41400	CAREER DEVELOPMENT	-	-	-	-	3,000	3,000
0100-01-002-0403-	42100	FICA	24,760	27,031	28,050	30,329	31,588	1,259
0100-01-002-0403-	42210	RETIREMENT	52,536	53,335	53,335	55,357	57,750	2,394
0100-01-002-0403-	42300	HOSPITAL/MEDICAL PLANS	30,733	23,973	25,166	42,957	41,032	(1,925)
0100-01-002-0403-	42400	GROUP LIFE INSURANCE	3,974	4,825	4,825	4,984	5,200	216
0100-01-002-0403-	42500	DISABILITY	742	972	972	1,004	917	(86)
0100-01-002-0403-	42700	WORKER'S COMPENSATION	350	330	470	470	578	108
0100-01-002-0403-	43101	PROFESSIONAL SERVICES	28,214	7,145	140	-	-	-
0100-01-002-0403-	43310	REPAIRS AND MAINTENANCE	7,451	2,300	-	-	-	-
0100-01-002-0403-	43320	MAINTENANCE SVS CONTRACTS	83,398	84,560	10	-	-	-
0100-01-002-0403-	43600	ADVERTISING	299	-	-	-	-	-
0100-01-002-0403-	45210	POSTAL SERVICE	67	456	88	200	200	-
0100-01-002-0403-	45230	TELEPHONE	6,404	6,803	4,916	7,000	7,000	-
0100-01-002-0403-	45232	INTERNET	-	105	-	-	-	-
0100-01-002-0403-	45233	DATA LINES/T1	24,969	34,844	-	-	-	-
0100-01-002-0403-	45410	LEASE/RENT EQUIPMENT	434	373	2,382	2,400	2,400	-
0100-01-002-0403-	45540	CONVENTION & EDUCATION	1,014	5,173	17,653	6,000	6,000	-
0100-01-002-0403-	45810	DUES AND MEMBERSHIPS	331	498	485	300	300	-
0100-01-002-0403-	46001	OFFICE SUPPLIES	1,282	1,483	518	800	800	-
0100-01-002-0403-	46002	FOOD SUPPLIES	459	430	1,059	600	600	-
0100-01-002-0403-	46008	IT VEHICLE & EQUIP. FUEL	-	-	-	-	-	-
0100-01-002-0403-	46012	BOOKS & SUBSCRIPTIONS	140	117	52	200	200	-
0100-01-002-0403-	46058	COMPUTER LAB SUPPLIES	-	-	6,072	1,000	11,621	10,621
0100-01-002-0403-	46024	DATA PROCESSING SUPPLIES	5,636	8,008	404	1,500	500	(1,000)
0100-01-002-0403-	48101	MACHINERY & EQUIPMENT	3,309	5,460	764	-	-	-
0100-01-002-0403-	48102	FURNITURE & FIXTURES	-	-	-	-	1,500	1,500
0100-01-002-0403-	48104	SOFTWARE & SOFTWARE AGREE	14,408	7,514	-	-	-	-
0100-01-002-0403-	48107	INFO TECH EQUIPMENT	71,679	48,982	3,069	2,000	2,000	-
			705,786	696,185	534,872	553,558	583,096	29,538

Information Technology (Continued)

In FY2018, a county-wide department was established to record information technology purchases and projects that impact and benefit multiple county departments. Budgeted amounts previously shown in other departments [Information Technology Department's general budget (department 0403) and the County's non-departmental budget (department 0917)] were moved into this category for FY2018.

County-Wide Information Technology								
Location Code	0405							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0405-	43101	PROFESSIONAL SERVICES	-	-	25,205	20,000	20,000	-
0100-01-002-0405-	43310	REPAIRS AND MAINTENANCE	-	-	1,969		-	-
0100-01-002-0405-	43320	MAINTENANCE SVS CONTRACTS	-	-	114,145	178,180	190,000	11,820
0100-01-002-0405-	45233	DATA LINES/T1	-	-	29,313	35,000	35,000	-
0100-01-002-0405-	46024	DATA PROCESSING SUPPLIES	-	-	10,766	5,000	6,000	1,000
0100-01-002-0405-	48101	MACHINERY & EQUIPMENT	-	-	-	-	-	-
0100-01-002-0405-	48104	SOFTWARE & SOFTWARE AGREE	-	-	46,494	22,000	11,000	(11,000)
0100-01-002-0405-	48107	INFO TECH EQUIPMENT	-	-	186,286	107,376	115,000	7,624
			-	-	414,179	367,556	377,000	9,444

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Information Technology	Director of Information Technology	FT	1	1	0
Information Technology	Coordinator V, GIS	FT	1	1	0
Information Technology	Information Systems Analyst, Business Process	FT	1	1	0
Information Technology	Information Systems Specialist, Applications	FT	1	1	0
Information Technology	Information Systems System Engineer	FT	1	1	0
Information Technology	GIS Technician	FT	1	1	0
			6	6	0

FY2020 Budget Notes: A new citizen computer lab was opened at the Central Wellness Center in FY2018, and an increase in lab supplies is budgeted to accommodate an anticipated increase. The Information Technology Department will develop and implement a new Career development Plan for staff in FY2020. Multiple Information Technology purchases and projects are planned for FY2020 to include:

Computer & Laptop Replacements
MCT Replacement for Police Department
Firewall Updates 4 Fire Stations

Access Point Refreshes
i-Pad Replacements for Fire/EMS

Information Technology Department Goals and Performance Measures

Strategic Initiative – Practice Good Governance				
Goal Provide Excellent Customer Service to all customers	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Make initial contact with customers within 4 business hours of receiving notification of a concern or issue	Not Available	Not Available	Not Available	95%
Measure 2: Provide effective resolution to trouble calls – [percent of "very satisfied" on customer service survey]	Not Available	Not Available	Not Available	95%

Strategic Initiative – Practice Good Governance				
Goal Provide Effective Information Technology Training	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Provide at least 2 trainings on security related topics [phishing; cyber security; password security]	Not Available	Not Available	Not Available	2
Measure 2: Provide at least 2 trainings on commonly used applications	Not Available	Not Available	Not Available	2

Strategic Initiative - Practice Good Governance				
Goal Implement cyclical equipment replacements to organization annually	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Replace 20% of Police MCTs [Mobile Computer Terminal]	Not Available	Not Available	Not Available	20%
Measure 2: Replace 30 computers / laptops annually	Not Available	Not Available	Not Available	30
Measure 3: Replace 5 Fire/EMS i-Pads annually	Not Available	Not Available	Not Available	5

OPERATIONS

			FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity		Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Operations								
0502	County Garage		445,296	387,931	455,137	438,391	435,411	(2,979)
0503	Refuse Disposal		65,566	41,434	50,588	55,895	55,895	-
0504	General Properties		2,136,046	1,955,806	2,099,576	2,177,027	2,255,280	78,252
0505	Parks & Recreation		895,032	929,162	1,017,712	993,993	1,027,343	33,350
0506	County Engineering		2,906	1,818	1,806	3,000	3,000	-
Total Operations			3,544,845	3,316,150	3,624,819	3,668,306	3,776,929	108,623

County Garage

The County Garage provides maintenance to all County-owned vehicles and equipment, including Police, Fire/EMS, Engineering and Utilities, and all other vehicles. The garage assists in specifications for new vehicle and equipment purchases and performs mechanic repair and preventative maintenance on all fleet vehicles. The garage is responsible for the vehicular fuel delivery system, tracking fuel consumption and fuel billing.

Garage								
Location Code	0502							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-002-0502-	41100	SALARIES & WAGES-REGULAR	211,832	197,708	208,637	217,406	215,792	(1,614)
0100-01-002-0502-	41200	SALARIES & WAGES-OVERTIME	5,991	5,505	899	4,500	4,500	-
0100-01-002-0502-	41300	PART-TIME SALARIES & WAGE	25,032	29,164	37,143	25,000	25,000	-
0100-01-002-0502-	42100	FICA	18,392	17,981	18,809	18,888	18,765	(123)
0100-01-002-0502-	42210	RETIREMENT	33,321	28,315	29,174	31,633	31,398	(235)
0100-01-002-0502-	42300	HOSPITAL/MEDICAL PLANS	25,641	18,357	22,564	30,101	22,852	(7,250)
0100-01-002-0502-	42400	GROUP LIFE INSURANCE	2,521	2,723	2,639	2,848	2,827	(21)
0100-01-002-0502-	42500	DISABILITY INSURANCE	-	-	205	266	243	(23)
0100-01-002-0502-	42700	WORKER'S COMPENSATION	4,636	4,308	5,218	5,218	6,410	1,192
0100-01-002-0502-	43101	PROFESSIONAL SERVICES	-	-	90	-	-	-
0100-01-002-0502-	43310	REPAIRS AND MAINTENANCE	540	5,770	3,359	10,000	10,000	-
0100-01-002-0502-	43600	ADVERTISING	-	329	-	-	-	-
0100-01-002-0502-	43701	LAUNDRY & DRY CLEANING	2,422	2,900	3,119	2,900	2,900	-
0100-01-002-0502-	44200	AUTOMOTIVE/MOTOR POOL	789	776	498	800	800	-
0100-01-002-0502-	45210	POSTAL SERVICE	17	-	-	20	20	-
0100-01-002-0502-	45230	TELEPHONE	1,902	2,096	2,002	2,200	2,200	-
0100-01-002-0502-	45305	MOTOR VEHICLE INSURANCE	1,156	1,357	1,089	1,200	1,394	194
0100-01-002-0502-	45410	LEASE/RENT EQUIPMENT	595	628	625	800	800	-
0100-01-002-0502-	45540	CONVENTION & EDUCATION	1,329	285	128	4,600	8,000	3,400
0100-01-002-0502-	46001	OFFICE SUPPLIES	733	1,299	1,292	1,000	1,000	-
0100-01-002-0502-	46002	FOOD SUPPLIES	514	134	100	200	200	-
0100-01-002-0502-	46007	REPAIRS & MAINTENANCE	-	27	852	-	-	-
0100-01-002-0502-	46008	VEHICLE & EQUIP. FUEL	22,951	5,350	18,278	15,000	15,000	-
0100-01-002-0502-	46009	VEHICLE & EQUIP. SUPPLIES	35,241	53,349	39,866	45,000	45,000	-
0100-01-002-0502-	46011	UNIFORM/APPAREL	927	535	675	700	700	-
0100-01-002-0502-	46012	BOOKS & SUBSCRIPTIONS	1,500	1,500	1,500	1,600	1,600	-
0100-01-002-0502-	46024	DATA PROCESSING SUPPLIES	-	-	-	-	-	-
0100-01-002-0502-	46043	TOOLS & EQUIPMENT	7,250	5,725	39,756	3,500	5,000	1,500
0100-01-002-0502-	48101	MACHINERY & EQUIPMENT	1,047	1,812	1,432	12,110	12,110	-
0100-01-002-0502-	48102	FURNITURE & FIXTURES	168	-	1,501	900	900	-
0100-01-002-0502-	48104	SOFTWARE & SOFTWARE AGREE	-	-	-	-	-	-
0100-01-002-0502-	48105	REPLACE MOTOR VEHICLE	38,848	-	-	-	-	-
0100-01-002-0502-	48107	INFO TECH EQUIPMENT	-	-	-	-	-	-
0100-01-002-0502-	48201	MACHINERY & EQUIPMENT	-	-	13,690	-	-	-
			445,296	387,931	455,137	438,391	435,411	(2,979)

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
County Garage	Manager IV, Fleet	FT	1	1	0
County Garage	Master Mechanic	FT	1	1	0
County Garage	Mechanic	FT	2	2	0
			4	4	0

FY2020 Budget Notes: No significant budget changes are planned for FY2020.

Goals and Performance Measures for the Garage are in development.

Refuse Disposal

Landfill Maintenance								
Location Code		0503						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-04-102-0503-	43101	PROFESSIONAL SERVICES	1,565	-	-	-	-	-
0100-04-102-0503-	43326	SANITATION SVC DUMPMAS	5,760	5,760	5,760	6,300	6,300	-
0100-04-102-0503-	43327	CLEAN COMMUNITY DAY	14,792	7,104	16,955	20,000	20,000	-
0100-04-102-0503-	43330	RECYCLING CENTER	13,375	4,455	-	-	-	-
0100-04-102-0503-	43332	TRANS/SOLID WASTE STATION	-	-	-	-	-	-
0100-04-102-0503-	43350	LANDFILL/ MAINTENANCE	12,800	6,000	10,050	12,000	12,000	-
0100-04-102-0503-	43600	ADVERTISING	-	626	-	-	-	-
0100-04-102-0503-	45230	TELEPHONE	-	-	-	-	-	-
0100-04-102-0503-	45600	COUNTY CONT (CVWMA)	17,273	17,489	17,823	17,595	17,595	-
			65,566	41,434	50,588	55,895	55,895	-

General Properties

The Department of General Services is responsible for maintenance of all County buildings and grounds, as well as emergency service planning. It also includes Landfill Maintenance.

General Properties								
Location Code		0504						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-04-103-0504-	41100	SALARIES & WAGES-REGULAR	425,432	401,956	423,788	405,530	403,768	(1,762)
0100-04-103-0504-	41200	SALARIES & WAGES-OVERTIME	16,959	16,935	12,432	14,000	14,000	-
0100-04-103-0504-	41300	PART-TIME SALARIES & WAGE	2,664	1,647	2,627	3,000	3,000	-
0100-04-103-0504-	41400	CAREER DEVELOPMENT	-	-	-	-	2,500	2,500
0100-04-103-0504-	42100	FICA	33,364	31,346	32,637	32,324	32,380	56
0100-04-103-0504-	42210	RETIREMENT	65,873	55,941	54,697	59,005	59,112	107
0100-04-103-0504-	42300	HOSPITAL/MEDICAL PLANS	69,422	64,780	59,004	69,423	74,948	5,525
0100-04-103-0504-	42400	GROUP LIFE INSURANCE	4,983	5,060	5,001	5,312	5,322	10
0100-04-103-0504-	42500	DISABILITY	288	294	701	839	977	138
0100-04-103-0504-	42700	WORKER'S COMPENSATION	5,113	4,524	5,479	5,479	6,731	1,252
0100-04-103-0504-	43101	PROFESSIONAL SERVICES	31,546	2,900	405	5,000	5,000	-
0100-04-103-0504-	43310	REPAIRS AND MAINTENANCE	292,597	261,628	254,469	300,000	300,000	-
0100-04-103-0504-	43320	MAINTENANCE SVS CONTRACTS	266,741	266,433	283,694	318,530	349,215	30,685
0100-04-103-0504-	43326	SANITATION SVS DUMPMASER	-	-	-	-	-	-
0100-04-103-0504-	43330	RECYCLING CENTER	-	-	-	-	-	-
0100-04-103-0504-	43600	ADVERTISING	255	-	-	255	500	245
0100-04-103-0504-	43701	LAUNDRY & DRY CLEANING	2,178	2,345	2,976	5,000	5,000	-
0100-04-103-0504-	44200	AUTOMOTIVE/MOTOR POOL	3,741	4,737	2,848	5,000	5,000	-
0100-04-103-0504-	45102	E-COURTS BLDG	93,580	74,229	57,486	90,000	93,000	3,000
0100-04-103-0504-	45103	E-POLICE BLDG	18,800	21,405	21,282	20,500	20,500	-
0100-04-103-0504-	45104	E-PG FIRE DEPARTMENT	10,190	11,548	12,160	11,000	11,000	-
0100-04-103-0504-	45105	E-FOOD BANK ANNEX	60	381	1,125	300	300	-
0100-04-103-0504-	45106	E-#5&6/ FOOD BANK	174	138	79	150	150	-
0100-04-103-0504-	45107	E-HERITAGE MUSEUM - CLERKS B	1,627	1,649	2,287	1,700	1,700	-
0100-04-103-0504-	45108	E-HERITAGE MUSEUM - MAIN	4,721	4,774	5,320	5,000	5,000	-
0100-04-103-0504-	45109	E-RCJA	-	-	-	-	-	-
0100-04-103-0504-	45110	E-BUREN BLDG	2,746	3,128	3,134	3,200	3,200	-
0100-04-103-0504-	45111	E-BUREN BLDG PARKING LOT LIGH	103	125	128	130	130	-
0100-04-103-0504-	45112	E-#12/HUMAN SERVICES BLDG	24,592	26,650	26,848	27,000	27,000	-
0100-04-103-0504-	45113	E-#7/HERITAGE MUSEUM ANNEX	-	-	-	-	-	-
0100-04-103-0504-	45115	E-#15 COUNTY GARAGE	5,971	6,145	5,587	6,500	6,500	-
0100-04-103-0504-	45116	E-#16/SCOTT PARK (CONCESSION	4,551	4,547	7,186	5,000	5,000	-
0100-04-103-0504-	45117	E-OLD NORTH/P&R	17,888	23,785	34,523	25,000	25,000	-
0100-04-103-0504-	45118	E-#18/TEMPLE PARK	7,854	9,457	7,837	9,000	9,000	-
0100-04-103-0504-	45119	E-#19/LANDFILL	-	-	-	-	-	-
0100-04-103-0504-	45120	E-#20/ANIMAL SERVICES CENTER	45,363	29,145	29,760	35,000	35,000	-
0100-04-103-0504-	45121	E-#21/BURROWSVILLE FIRE	3,891	5,548	5,631	6,000	6,000	-
0100-04-103-0504-	45122	E-#22/CARSON FIRE DEPART	6,810	8,880	9,128	10,000	10,000	-
0100-04-103-0504-	45123	E-#23/DISPUTANTA FIRE DEP	7,881	8,937	8,635	9,000	9,000	-
0100-04-103-0504-	45124	E-#24/JEFFERSON PARK FIRE	14,503	12,299	13,555	15,000	15,000	-
0100-04-103-0504-	45125	E-#25/EMERGENCY CREW BLDG	5,912	7,462	5,791	8,000	8,000	-
0100-04-103-0504-	45126	E-#26/STREET LIGHTING/VP	53,291	56,222	52,782	57,000	57,000	-
0100-04-103-0504-	45127	E-#27/STREET LIGHTING/PG	42,890	40,355	42,637	43,000	43,000	-
0100-04-103-0504-	45128	E-#28/CARSON SUB-STATION	4,276	3,751	4,155	5,000	5,000	-
0100-04-103-0504-	45129	E-#29-HOUSING	1,136	1,150	1,091	-	-	-
0100-04-103-0504-	45130	E-#30-B& G UTILITY BLDG	-	-	-	-	-	-
0100-04-103-0504-	45131	E-#30-DISPUTANTA COMM BLD	3,748	5,168	4,676	5,500	5,500	-
0100-04-103-0504-	45132	E-OLD MOORE	21,714	33,913	40,850	35,500	35,500	-
0100-04-103-0504-	45133	E - EXT.AG./S&W SCOTT PARK TR	2,203	2,309	2,766	2,400	2,400	-
0100-04-103-0504-	45134	E-SHADYWOOD RD TOWER	-	-	-	-	-	-
0100-04-103-0504-	45137	E-JEJ MOORE FIELD LIGHTS	22,306	22,120	22,545	25,000	25,000	-
0100-04-103-0504-	45138	E-NEW COUNTY ADMIN. BLDG	100,728	92,312	99,003	105,000	105,000	-
0100-04-103-0504-	45139	E-B'VILLE COMMUNITY CNTR	5,064	6,780	6,443	6,800	6,800	-
0100-04-103-0504-	45140	E-PG LIBRARY	23,390	25,027	24,784	25,500	25,500	-
0100-04-103-0504-	45141	E- TOWER SITES	18,843	19,852	18,201	20,000	20,000	-
0100-04-103-0504-	45142	E- EMER COMM BUILDING	13,161	16,372	15,280	16,500	16,500	-
0100-04-103-0504-	45143	E- CARSON FIRE DEPT / NEW	-	-	-	-	-	-
0100-04-103-0504-	45144	E- CARSON & BURROW. ELEM.	-	-	-	-	-	-
0100-04-103-0504-	45145	E- NEW FIRE STATION	-	-	-	3,000	13,000	10,000
0100-04-103-0504-	45146	E - BURN BUILDING	-	-	-	2,000	2,000	-
0100-04-103-0504-	45151	H-#21/BURROWSVILLE FIRE	1,527	1,809	2,533	4,000	4,000	-
0100-04-103-0504-	45152	H-#22/CARSON FIRE DEPART	4,611	2,776	6,029	2,500	2,500	-
0100-04-103-0504-	45153	H-#23/DISPUTANTA FIRE DEP	1,640	2,135	4,325	4,000	4,000	-
0100-04-103-0504-	45154	H-#25/EMERGENCY CREW BLDG	3,154	3,936	6,355	5,500	5,500	-
0100-04-103-0504-	45155	H-#20/ANIMAL SHELTER	97	-	1,045	2,000	2,000	-

General Properties								
Location Code	0504							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-04-103-0504-	45157	H-#1/COURTS BUILDING	16,581	16,073	44,548	20,000	43,000	23,000
0100-04-103-0504-	45158	H-#28/CARSON SUB-STATION	1,084	1,275	1,309	1,500	1,500	-
0100-04-103-0504-	45159	H-#15 COUNTY GARAGE	4,290	4,561	8,066	5,000	5,000	-
0100-04-103-0504-	45160	H-B & G UTILITY BLDG	-	-	-	-	-	-
0100-04-103-0504-	45161	H-B PRINCE GEORGE FIRE DE	653	398	1,105	700	700	-
0100-04-103-0504-	45162	H-JEFF PARK FIRE DEPT	28	60	643	150	150	-
0100-04-103-0504-	45163	H-DISPUTANTA COMM BLDG	2,559	2,986	4,816	4,500	4,500	-
0100-04-103-0504-	45164	H-RECREATION GARAGE	-	4	-	-	-	-
0100-04-103-0504-	45165	H- COUNTY ADMIN. BLDG	14,347	18,994	34,184	25,000	25,000	-
0100-04-103-0504-	45173	H - NEW FIRE STATION				-	2,500	2,500
0100-04-103-0504-	45166	FUEL FOR TOWER GENERATORS	186	335	4,483	7,000	4,000	(3,000)
0100-04-103-0504-	45167	FUEL FOR ECC BUILDING	5,721	2,674	7,288	6,500	6,500	-
0100-04-103-0504-	45168	H-B'VILLE COMMUNITY CNTR	232	392	1,552	2,000	2,000	-
0100-04-103-0504-	45169	OLD MOORE SCHOOL	15,812	836	(157)	-	-	-
0100-04-103-0504-	45198	WATER SERVICE	16,879	16,112	18,535	17,500	17,500	-
0100-04-103-0504-	45199	SEWER SERVICE	17,154	18,339	23,667	19,000	19,000	-
0100-04-103-0504-	45210	POSTAL SERVICE	234	181	23	200	200	-
0100-04-103-0504-	45230	TELEPHONE	9,932	9,762	13,710	10,000	14,000	4,000
0100-04-103-0504-	45234	CABLE SERVICES	384	483	563	500	500	-
0100-04-103-0504-	45235	ALARM SERVICES	-	-	-	-	-	-
0100-04-103-0504-	45304	OTHER PROPERTY INSURANCE	47,467	48,616	50,393	60,000	53,096	(6,904)
0100-04-103-0504-	45305	MOTOR VEHICLE INSURANCE	2,472	2,278	2,890	3,000	3,000	-
0100-04-103-0504-	45410	LEASE/RENT EQUIPMENT	8,236	7,392	-	7,300	10,000	2,700
0100-04-103-0504-	45510	MILEAGE	12	-	-	-	-	-
0100-04-103-0504-	45540	CONVENTION & EDUCATION	172	135	771	1,000	4,000	3,000
0100-04-103-0504-	45608	HURRICANE SANDY	-	-	-	-	-	-
0100-04-103-0504-	46001	OFFICE SUPPLIES	4,870	5,651	6,995	5,000	5,000	-
0100-04-103-0504-	46002	FOOD SUPPLIES	961	(249)	801	300	1,500	1,200
0100-04-103-0504-	46005	JANITORIAL SUPPLIES	14,788	13,991	12,227	15,000	15,000	-
0100-04-103-0504-	46007	REPAIR & MAINTENANCE SUPP	85,433	52,420	83,633	60,000	60,000	-
0100-04-103-0504-	46008	VEHICLE & EQUIP. FUEL	10,204	8,984	11,386	13,000	13,000	-
0100-04-103-0504-	46009	VEHICLE & EQUIP. SUPPLIES	7,069	5,266	8,594	5,000	5,000	-
0100-04-103-0504-	46011	UNIFORM/APPAREL	560	1,117	1,046	1,500	1,500	-
0100-04-103-0504-	48107	INFO TECH EQUIPMENT	334	-	2,766	-	-	-
0100-04-103-0504-	48105	MOTOR VEHICLES	25,241	-	-	-	-	-
			2,136,046	1,955,806	2,099,576	2,177,027	2,255,280	78,252

FY2020 Budget Notes: For FY2020, some utility budget amounts were increased to accommodate newly renovated and expanded County facilities (Courthouse lower level and Station 7). Additionally, General Services will prepare and implement a Career Development Plan for its employees.

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
General Properties	General Services Director	FT	1	1	0
General Properties	Buildings & Grounds Maintenance Mechanic	FT	1	1	0
General Properties	Building Maintenance Mechanic	FT	4	4	0
General Properties	Office Manager	FT	1	1	0
			7	7	0

General Properties has two (2) positions that are authorized, but not funded for FY2019-20:

Courier / Stock Clerk & Deputy General Services Director

General Services Goals and Performance Measures

Strategic Initiative – Practice Good Governance				
Goal Provide Excellent Customer Service to all customers	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Make initial contact with customers within 1 business hour of receiving notification of an Emergency concern or issue (Work Order)	Not Available	Not Available	Not Available	95%
Measure 2: Make initial contact with customers within 8 business hours of receiving notification of a Routine concern or issue (Work Order)	Not Available	Not Available	Not Available	95%
Measure 3: Provide effective resolution to trouble calls – [percent of “very satisfied” on customer service survey]	Not Available	Not Available	Not Available	95%

Strategic Initiative – Practice Good Governance				
Goal Promote Responsible Energy Utilization in County Government	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Implement at least one new “green” initiative annually	Not Available	Not Available	Not Available	1

Strategic Initiative - Practice Good Governance				
Goal Expand employee knowledge and certifications	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Send at least one staff member to one annual training that expands knowledge and counts toward a certification	Not Available	Not Available	Not Available	1

Parks & Recreation

The Parks and Recreation Department provides the following services:

- Provides youth sports leagues – ages 4 through 15
- Provides adult sports leagues
- Provides summer playground day camps
- Provides discount tickets to theme parks
- Maintains County athletic fields and parks
- Manages reservations for picnic pavilions
- Manages County exercise facilities at two locations [Community Center and Central Wellness Center (CWC opened in May 2017)]
- Provides adult classes
- Provides special activities, such as Christmas and Easter events
- Provides special interest classes
- Provides senior citizen trips and activities

Parks and Recreation								
Location Code		0505						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-07-211-0505-	41100	SALARIES & WAGES-REGULAR	342,561	355,577	369,725	365,765	387,460	21,694
0100-07-211-0505-	41200	SALARIES & WAGES-OVERTIME	2,330	2,855	1,984	2,000	3,500	1,500
0100-07-211-0505-	41300	PART-TIME SALARIES & WAGE	52,313	58,501	62,077	70,000	70,000	-
0100-07-211-0505-	41303	GAME OFFICIAL FEES	52,789	54,869	51,270	46,438	46,438	-
0100-07-211-0505-	41400	CAREER DEVELOPMENT	-	-	-	-	3,000	3,000
0100-07-211-0505-	42100	FICA	29,190	30,760	31,762	37,042	35,493	(1,549)
0100-07-211-0505-	42210	RETIREMENT	53,173	50,475	51,149	53,219	56,812	3,593
0100-07-211-0505-	42300	HOSPITAL/MEDICAL PLANS	42,033	36,804	57,719	68,196	73,638	5,442
0100-07-211-0505-	42400	GROUP LIFE INSURANCE	4,022	4,566	4,627	4,792	5,115	323
0100-07-211-0505-	42500	DISABILITY INSURANCE	424	415	443	460	422	(38)
0100-07-211-0505-	42700	WORKER'S COMPENSATION	7,500	6,892	8,348	8,348	10,255	1,907
0100-07-211-0505-	43101	PROFESSIONAL SERVICES	1,667	190	75	-	2,000	2,000
0100-07-211-0505-	43200	OFFICIALS/ INSTRUCTORS	-	-	-	-	-	-
0100-07-211-0505-	43132	EMPL/ VOL RECOGNITION	1,650	1,875	1,725	2,000	2,000	-
0100-07-211-0505-	43310	REPAIRS AND MAINTENANCE	21,521	1,680	3,085	2,000	2,000	-
0100-07-211-0505-	43320	MAINTENANCE SVS CONTRACTS	14,646	11,243	13,023	13,620	13,620	-
0100-07-211-0505-	43323	JANITORIAL SERVICES	8,198	11,366	11,134	11,500	11,500	-
0100-07-211-0505-	43325	MAINT/ATHLETIC FIELDS	15,799	8,799	13,317	22,137	22,137	-
0100-07-211-0505-	43600	ADVERTISING	6,424	7,622	6,411	7,000	7,000	-
0100-07-211-0505-	44200	AUTOMOTIVE/MOTOR POOL	4,568	5,020	5,792	5,000	6,000	1,000
0100-07-211-0505-	45210	POSTAL SERVICE	407	563	459	600	600	-
0100-07-211-0505-	45230	TELEPHONE	7,294	8,190	9,657	9,425	9,425	-
0100-07-211-0505-	45232	CWC- INTERNET	-	-	492	-	-	-
0100-07-211-0505-	45305	MOTOR VEHICLE INSURANCE	1,807	2,086	2,751	2,800	2,841	41
0100-07-211-0505-	45410	LEASE/RENT EQUIPMENT	71	-	-	200	100	(100)
0100-07-211-0505-	45540	CONVENTION & EDUCATION	880	3,286	884	700	700	-
0100-07-211-0505-	45544	REC PROG SPEC ACTIVITIES	23,868	22,453	11,205	27,000	27,000	-
0100-07-211-0505-	45810	DUES AND MEMBERSHIPS	535	568	750	565	1,000	435
0100-07-211-0505-	46001	OFFICE SUPPLIES	7,032	5,975	6,237	6,500	6,500	-
0100-07-211-0505-	46002	FOOD SUPPLIES	2,355	1,969	1,607	2,500	2,000	(500)
0100-07-211-0505-	46003	AGRICULTURAL SUPPLIES	7,197	15,766	12,049	14,000	14,000	-
0100-07-211-0505-	46007	REPAIR & MAINTENANCE SUPP	(9)	421	-	-	-	-
0100-07-211-0505-	46008	VEHICLE & EQUIP. FUEL	11,096	12,031	12,382	13,000	13,000	-
0100-07-211-0505-	46009	VEHICLE & EQUIP. SUPPLIES	5,954	8,194	11,628	8,000	8,000	-
0100-07-211-0505-	46011	UNIFORM/APPAREL	853	3,258	749	2,000	2,000	-
0100-07-211-0505-	46012	BOOKS & SUBSCRIPTIONS	463	542	330	500	500	-
0100-07-211-0505-	46013	EDUCAT.& RECREAT.SUPPLIES	11,480	14,581	13,588	14,000	14,000	-
0100-07-211-0505-	46014	OTHER OPERATING SUPPLIES	-	-	-	-	-	-
0100-07-211-0505-	46018	TROPHIES, AWARDS	7,154	5,230	5,847	6,000	6,000	-
0100-07-211-0505-	46048	ATHLETIC SUPPLIES/EQUIPMENT	98,011	100,101	120,994	111,572	106,172	(5,400)
0100-07-211-0505-	46049	PARK & FACILITY SUPP/EQUIP	32,501	40,313	84,004	55,115	38,304	(16,811)
0100-07-211-0505-	48101	MACHINERY & EQUIPMENT	15,276	34,128	-	-	16,811	16,811
0100-07-211-0505-	48105	MOTOR VEHICLES	-	-	28,433	-	-	-
			895,032	929,162	1,017,712	993,993	1,027,343	33,350

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Parks & Recreation	Director of Parks & Recreation	FT	1	1	0
Parks & Recreation	Coordinator V, Athletics	FT	1	1	0
Parks & Recreation	Coordinator I, Assistant Athletics	FT	1	1	0
Parks & Recreation	Coordinator I, Special Activities	FT	1	1	0
Parks & Recreation	Administrative Support Specialist II	FT	1	1	0
Parks & Recreation	Senior Grounds Maintenance Worker	FT	2	2	0
			7	7	0

FY2020 Budget Notes: The overall budget for FY2020 remains essentially flat. Parks & Recreation will create and implement a Career Development Plan for its employees in FY2020. Park & Facility Supplies & Equipment expenditures were reduced to accommodate new equipment purchases.

Parks & Recreation Department Goals and Performance Measures

Parks and Recreation Mission Statement: *“To enhance the quality of life of Prince George County residents by promoting healthy lifestyles and providing enriching leisure services.”*

Strategic Initiative – Bolster Economic Well-Being				
Goal – Schedule and/or sponsor athletic tournaments at County facilities, designed to attract travelers.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Schedule a minimum of seven softball/baseball tournaments a calendar year.	11	6	9	10
Measure 2: Improve new Scott and Central Wellness Center facilities to attract/host other tournament types.	0	1	2	3

Strategic Initiative – Practice Good Governance				
Goal – Maintain and make available to the public, Exercise Facilities at the Community Center and Central Wellness Center for the overall health of the County.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Have exercise facilities open for public use during scheduled hours of operation throughout the year.	50%	100%	100%	100%
Measure 2: Increase exercise facility availability by providing Police and Fire paid staff off hours use.	50%	100%	100%	100%
Measure 3: Open exercise facility use to employees of Prince George County businesses, who live outside the County, providing employees equal access to high quality service.	0%	0%	100%	100%

Strategic Initiative – Practice Good Governance				
Goal – Offer high quality sports programs for County citizens of all ages to help promote healthy lifestyles and enriching leisure services.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Offer a variety of high-quality youth sports leagues, providing choice for County participants.	8	8	8	8
Measure 2: Offer a variety of high-quality youth sports camps, providing choice for County participants.	11	12	12	12
Measure 3: Offer high-quality adult leagues, offered throughout the calendar year, to provide residents physical and athletic outlets.	3	3	3	3

Strategic Initiative – Practice Good Governance				
Goal – Offer high quality classes/programs/events for County citizens of all ages, providing enriching leisure opportunities.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Offer a variety of high-quality youth summer camps and seasonal classes to provide choice for County participants.	5	5	6	6
Measure 2: Offer a variety of high-quality adult/senior citizen classes and trips to provide choice for County participants.	9	11	12	12
Measure 3: Provide both free and paid exercise classes for County residents, to provide residents physical and athletic outlets.	6	7	7	7
Measure 4: Provide Special Events for County residents, throughout the calendar year, meant to enrich the quality of life for our citizens.	9	9	9	9

Strategic Initiative – Practice Good Governance				
Goal – Develop/maintain high-quality County facilities for the recreational, business, and personal use of County residents.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Rent, schedule, or utilize Recreation facilities to include the Disputanta Center, Prince George Community Center and Central Wellness Center.	3	3	3	3
Measure 2: At least once a week, staff will seasonally maintain outside facilities/parks by cutting grass, weed eating, and picking-up garbage at the seven Neighborhood Parks, Appomattox River Regional Park, Scott Park, Disputanta Center, Burrowsville Center, around the Route 10 "Welcome Sign" and Temple Park.	100%	100%	100%	100%
Measure 3: Staff will maintain/clean restrooms at Scott, Moore, and Temple parks on a daily basis.	100%	100%	100%	100%

County Engineering

The Engineering function resides with the County's Utilities Director. Only a small amount for street signs is budgeted in the County Engineering Department.

Engineer								
Location Code	0506							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-04-103-0506-	46017	STREET SIGNS	2,906	1,818	1,806	3,000	3,000	-
			2,906	1,818	1,806	3,000	3,000	-

PUBLIC SAFETY

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Public Safety							
0601	Police Department	5,075,064	5,029,599	5,382,501	5,637,003	5,931,737	294,734
0602	Grants/Law Enforcement	78,438	108,814	58,464	-	-	-
0603	Emergency Communications Center	914,679	933,860	1,121,943	1,349,962	1,429,684	79,722
0604	Prince George Fire Department	75,322	73,743	67,462	57,520	63,100	5,580
0605	Disputanta Fire Department	58,304	78,315	52,722	44,215	47,871	3,656
0606	Carson Fire Department	81,117	79,556	119,564	72,547	79,076	6,529
0607	Burrowsville Fire Department	72,959	61,172	47,908	34,688	37,921	3,233
0608	Jefferson Park Fire Department	47,598	74,348	103,832	55,974	57,186	1,212
0617	Merchant's Hope Fire Department (New Route 10)	-	-	-	16,760	17,694	934
0609	Prince George Emergency Crew	17,008	11,289	8,641	13,535	13,604	69
0610	Fire and EMS	2,248,326	2,615,824	2,918,781	2,863,624	3,414,121	550,496
0611	Animal Control	431,949	459,593	463,872	455,989	478,289	22,300
0612	Emergency Management	62,564	60,945	58,964	58,711	72,977	14,266
0613	SAFER GRANT	301,994	-	-	-	-	-
0614	FIRE & EMS GRANTS	114,330	163,057	143,780	-	-	-
0615	FIRE & EMS SAFER Recruitment Grant	-	-	135,435	216,224	220,641	4,417
0616	FIRE & EMS SAFER Hiring Grant	-	-	117,261	326,798	347,551	20,753
	Total Public Safety	9,579,652	9,750,113	10,801,132	11,203,550	12,211,451	1,007,901

Police Department

The Department is comprised of Police, Animal Services and the Emergency Communications Center.

Mission: The Prince George County Police Department, in partnership with the community, will strive to protect and improve the quality of life in Prince George, providing leadership through open communication, fair and dignified service, and interactive problem solving.

Vision: The Prince George County Police Department will continue to be a leading law enforcement agency, setting standards for professionalism, integrity and innovative service.

The responsibilities of safeguarding Prince George County requires a myriad of diverse police services, personnel, specialized equipment, technology and training. The Department is accredited by the Virginia Law Enforcement Professional Standards Commission.

The ***Emergency Communications Center*** is staffed by professional personnel charged with providing 24/7/365 service to the citizens of Prince George County. Their duties include, but are not limited to, receiving emergency 911 and non-emergency requests for Police, Animal Services and Fire/EMS. The communications officer must be able to determine the nature and urgency of incoming calls, prioritize the calls, and dispatch the appropriate resources. The Emergency Communications Center monitors radio, telephone, teletype and automated data communications, CAD, and NCIC/VCIN.

Animal Services responsibilities include responding to a variety of animal related calls for service, enforcing the County's animal ordinances and Virginia state law. In addition, Animal Services staff provides animal adoptions; locates and shelters stray, sick or injured animals; issues dog licenses; investigates animal cruelty and neglect and quarantines certain animals. Animal Services staff promotes responsible pet ownership and pet adoptions within Prince George County.

Police Department (Continued)

Police								
Location Code		0601						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-100-0601-	41100	SALARIES & WAGES-REGULAR	2,963,474	3,015,163	3,093,210	3,304,014	3,441,270	137,256
0100-03-100-0601-	41200	SALARIES & WAGES-OVERTIME	80,711	92,307	107,814	75,000	80,000	5,000
0100-03-100-0601-	41300	PART-TIME SALARIES & WAGE	55,721	52,975	53,994	45,500	45,500	-
0100-03-100-0601-	41400	Career Development	-	10,001	28,002	53,500	38,000	(15,500)
0100-03-100-0601-	41101	SALARIES/WAGES COURTS	34,036	35,416	39,606	40,000	40,000	-
0100-03-100-0601-	41011	OVERTIME/ PD OUTSIDE EMPL	7,737	5,436	7,995	9,159	2,415	(6,744)
0100-03-100-0601-	41012	SECURITY OT/COUNTY RELATED	16,156	10,761	52,953	17,780	80,000	62,220
0100-03-100-0601-	41700	SELECTIVE ENFORCEMENT-OVT	63,151	29,268	59,141	55,000	50,000	(5,000)
0100-03-100-0601-	42100	FICA	235,930	240,163	251,253	275,396	288,955	13,558
0100-03-100-0601-	42210	RETIREMENT	448,354	426,402	429,063	488,518	506,757	18,238
0100-03-100-0601-	42300	HOSPITAL/MEDICAL PLANS	436,336	389,161	419,374	532,756	616,870	84,115
0100-03-100-0601-	42400	GROUP LIFE INSURANCE	34,082	39,315	39,280	43,983	45,578	1,595
0100-03-100-0601-	42500	DISABILITY	-	-	-	-	-	-
0100-03-100-0601-	42700	WORKER'S COMPENSATION	53,305	55,072	62,613	62,613	76,919	14,306
0100-03-100-0601-	42701	LINE OF DUTY ACT	15,940	16,469	17,655	18,000	21,000	3,000
0100-03-100-0601-	43101	PROFESSIONAL SERVICES	14,623	17,398	17,009	15,000	16,500	1,500
0100-03-100-0601-	43310	REPAIRS AND MAINTENANCE	6,542	4,804	2,453	3,000	4,000	1,000
0100-03-100-0601-	43312	MAINTENANCE/ PUB SAF BOAT	2,386	4,355	4,960	3,400	3,400	-
0100-03-100-0601-	43320	MAINTENANCE SVS CONTRACTS	42,653	55,691	36,808	32,428	37,226	4,798
0100-03-100-0601-	43600	ADVERTISING	-	158	240	500	1,000	500
0100-03-100-0601-	43892	DRUG ENFORCEMENT PURCH	6,500	1,500	7,500	7,000	7,000	-
0100-03-100-0601-	43894	DRUG ENFORCEMENT	6,000	6,000	6,000	6,000	6,000	-
0100-03-100-0601-	44200	AUTOMOTIVE/MOTOR POOL	60,139	50,473	54,383	65,000	56,000	(9,000)
0100-03-100-0601-	45210	POSTAL SERVICE	905	978	940	1,000	1,000	-
0100-03-100-0601-	45220	MESSENGER SERVICES	52	93	140	200	150	(50)
0100-03-100-0601-	45230	TELEPHONE	49,960	55,551	57,902	65,976	56,085	(9,891)
0100-03-100-0601-	45231	PAGERS	1,060	986	411	-	-	-
0100-03-100-0601-	45305	MOTOR VEHICLE INSURANCE	23,006	26,732	24,762	25,155	29,000	3,845
0100-03-100-0601-	45410	LEASE/RENT EQUIPMENT	3,641	1,958	1,736	1,800	12,112	10,312
0100-03-100-0601-	45540	CONVENTION & EDUCATION	9,776	11,114	9,734	17,440	21,550	4,110
0100-03-100-0601-	45611	INOPERABLE VEHICLE	4,000	7,125	2,850	3,000	3,000	-
0100-03-100-0601-	45810	DUES AND MEMBERSHIPS	1,870	1,950	1,761	2,715	2,715	-
0100-03-100-0601-	46001	OFFICE SUPPLIES	9,000	9,853	8,169	8,500	9,600	1,100
0100-03-100-0601-	46002	FOOD SUPPLIES	3,637	2,015	4,350	3,500	3,600	100
0100-03-100-0601-	46008	VEHICLE & EQUIP. FUEL	118,725	101,784	129,956	120,000	135,000	15,000
0100-03-100-0601-	46009	VEHICLE & EQUIP. SUPPLIES	88,626	78,789	73,914	70,000	70,000	-
0100-03-100-0601-	46010	POLICE SUPPLIES	82,369	64,899	48,912	26,505	31,850	5,345
0100-03-100-0601-	46011	UNIFORM/APPAREL	29,320	22,095	66,895	30,000	30,000	-
0100-03-100-0601-	46012	BOOKS & SUBSCRIPTIONS	248	278	267	300	300	-
0100-03-100-0601-	46013	EDUCAT.& RECREAT.SUPPLIES	10,389	7,545	11,290	11,200	11,200	-
0100-03-100-0601-	46014	OTHER OPERATING SUPPLIES	(75)	-	-	-	-	-
0100-03-100-0601-	46024	DATA PROCESSING SUPPLIES	568	823	226	1,000	1,000	-
0100-03-100-0601-	46031	FLOWERS/DONATIONS	327	343	274	350	420	70
0100-03-100-0601-	46041	K-9 SUPPLIES	168	834	802	1,000	500	(500)
0100-03-100-0601-	46108	FUEL-PUBLIC SAFETY BOAT	982	1,670	1,411	2,500	2,000	(500)
0100-03-100-0601-	46114	OTHER OP SUPP- BOAT	329	20	12,382	3,250	3,250	-
0100-03-100-0601-	47008	CRATER POLICE ACADEMY	30,083	31,099	37,607	39,864	42,015	2,151
0100-03-100-0601-	48101	MACHINERY & EQUIPMENT	302	2,700	1,697	1,000	1,000	-
0100-03-100-0601-	48102	FURNITURE & FIXTURES	-	2,092	137	-	-	-
0100-03-100-0601-	48104	SOFTWARE & SOFTWARE AGREE	2,880	6,813	47,000	-	-	-
0100-03-100-0601-	48105	MOTOR VEHICLES	19,141	29,726	45,672	47,200	-	(47,200)
0100-03-100-0601-	48107	INFO TECH EQUIPMENT	-	1,447	-	-	-	-
			5,075,064	5,029,599	5,382,501	5,637,003	5,931,737	294,734

Police Department (Continued)

Department	Title	FUNDED POSITIONS			
		Status	FY 2018-19	FY 2019-20	Change
Police Department	Chief of Police	FT	1	1	0
Police Department	Police Captain	FT	2	2	0
Police Department	Police Lieutenant	FT	6	6	0
Police Department	Police Sergeant	FT	6	6	0
Police Department	Police Officer	FT	41	41	0
Police Department	Public Safety Information Systems Specialist*	FT	0	0	0
Police Department	Administrative Support Specialist III	FT	1	1	0
Police Department	Administrative Support Specialist III (PTR)	PT	0.5	0.5	0
Police Department	Administrative Support Specialist I	FT	1	1	0
Police Department	Crime Analyst	FT	1	1	0
			59.5	59.5	0
Police Officers are categorized in 5 tiers depending upon progression through the Career Development Program: Police Officer; Police Officer First Class; Senior Police Officer; Master Police Officer; and Career Police Officer					

FY2020 Budget Notes: For FY2020 the career development program approved in FY2017 continues for the Police Department (Year 4). Career development is a program that provides financial incentives and symbols of office to employees who consistently maintain a level of job performance above the standards set by the Department. Program participation is based on experience, college credit, training courses, specialized skills, job performance, and community participation. The salary study approved in FY2019 moves Police Officers who have met Career Development requirements to a new title and higher pay grade as noted above. There are no other significant budget changes for FY2020.

Police operations include the Emergency Operations Center and Animal Services. Those budgets are shown on the following pages.

Police Department Goals and Performance Measures



Strategic Initiative – Highway Safety				
Goal: To reduce total number of traffic crashes on County roadways	FY17 Actual	FY18 Actual	FY19 Target	FY2020 Target
Measure 1: Percent reduction in injury/fatal crashes	Not Available	Not Available	Not Available	-3%
Measure 2: Percent reduction in property damage	Not Available	Not Available	Not Available	-3%

Strategic Initiative – Create a safe place to live, work, and raise a family				
Goal: To reduce Part 1 crimes that include (murder, rape, robbery, aggravated assault, burglary, larceny, vehicle theft)	FY17 Actual	FY18 Actual	FY19 Target	FY2020 Target
Measure 1: Percent reduction in Part 1 crime	Not Available	Not Available	Not Available	-2.5%

Strategic Initiative – Engage the community				
Goal: To foster positive relationships with the people we serve.	FY17 Actual	FY18 Actual	FY19 Target	FY2020 Target
Measure 1: Increase citizen contacts by 5%	Not Available	Not Available	Not Available	+5%
Measure 2: Increase neighborhood checks by 5%	Not Available	Not Available	Not Available	+5%

Emergency Communications Center

Emergency Communications Center								
Location Code 0603								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-100-0603-	41100	SALARIES & WAGES-REGULAR	450,472	471,770	593,696	701,316	742,098	40,782
0100-03-100-0603-	41200	SALARIES & WAGES-OVERTIME	53,933	34,315	34,238	40,000	40,000	-
0100-03-100-0603-	41300	PART-TIME SALARIES & WAGE	1,038	3,761	3,353	5,000	10,000	5,000
0100-03-100-0603-	41400	CAREER DEVELOPMENT	-	-	-	8,000	9,000	1,000
0100-03-100-0603-	42100	FICA	36,531	36,955	45,453	57,705	61,284	3,579
0100-03-100-0603-	42210	RETIREMENT	66,723	65,807	78,273	103,206	109,285	6,079
0100-03-100-0603-	42300	HOSPITAL/MEDICAL PLANS	75,529	71,557	92,059	150,494	166,183	15,690
0100-03-100-0603-	42400	GROUP LIFE INSURANCE	5,046	5,953	7,092	9,292	9,839	547
0100-03-100-0603-	42500	DISABILITY INSURANCE	945	1,049	1,291	2,136	2,161	25
0100-03-100-0603-	42700	WORKER'S COMPENSATION	553	517	626	626	769	143
0100-03-100-0603-	43101	PROFESSIONAL SERVICES	1,498	2,462	1,406	3,000	3,000	-
0100-03-100-0603-	43310	REPAIRS AND MAINTENANCE	6,500	18,274	-	-	-	-
0100-03-100-0603-	43320	MAINTENANCE SVS CONTRACTS	154,211	158,944	205,882	207,196	214,146	6,950
0100-03-100-0603-	43600	ADVERTISING	-	-	-	-	-	-
0100-03-100-0603-	45230	TELEPHONE	41,804	39,656	41,052	42,636	41,808	(828)
0100-03-100-0603-	45410	LEASE/RENT EQUIPMENT	6,467	6,661	6,861	7,050	7,261	211
0100-03-100-0603-	45540	CONVENTION & EDUCATION	5,097	1,313	1,352	3,000	3,000	-
0100-03-100-0603-	45810	DUES AND MEMBERSHIPS	92	92	152	505	1,000	495
0100-03-100-0603-	46001	OFFICE SUPPLIES	4,423	4,639	5,012	4,500	4,500	-
0100-03-100-0603-	46002	FOOD SUPPLIES	133	182	-	300	350	50
0100-03-100-0603-	46011	UNIFORM / APPAREL	-	427	-	500	500	-
0100-03-100-0603-	46024	DATA PROCESSING SUPPLIES	3,685	2,822	2,366	2,500	2,500	-
0100-03-100-0603-	48102	REPLACE FURN & FIXTURES	-	-	1,779	1,000	1,000	-
0100-03-100-0603-	48103	REPLACE COMM EQUIPMENT	-	-	-	-	-	-
0100-03-100-0603-	48107	INFO TECH EQUIPMENT	-	6,702	-	-	-	-
			914,679	933,860	1,121,943	1,349,962	1,429,684	79,722

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Emergency Communications Center	Manager V, Emergency Comm Center	FT	1	1	0
Emergency Communications Center	Communications Supervisor	FT	2	2	0
Emergency Communications Center	Communications Officer	FT	14	14	0
			17	17	0

FY2020 Budget Notes: The overall budget for the ECC increased by over \$79,000 for FY2020. This increase is attributable mainly to pay grade improvements for Communications Officers. The Board approved an increase of 2 pay grades for Communications Officers for FY2020 to assist with attracting and retaining qualified personnel.

Goals and Performance Measures are in development.

Animal Services and Adoption Center

Animal Control								
Location Code		0611						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-500-0611-	41100	SALARIES & WAGES-REGULAR	236,957	241,967	251,594	243,645	246,860	3,215
0100-03-500-0611-	41200	SALARIES & WAGES-OVERTIME	6,259	6,549	7,297	7,000	7,000	-
0100-03-500-0611-	41300	PART-TIME SALARIES & WAGE	32,665	36,832	55,164	36,000	36,000	-
0100-03-500-0611-	41400	CAREER DEVELOPMENT	-	-	-	4,000	3,000	(1,000)
0100-03-500-0611-	42100	FICA	20,506	21,029	23,227	22,234	22,404	169
0100-03-500-0611-	42210	RETIREMENT	36,222	33,987	33,957	36,032	36,355	322
0100-03-500-0611-	42300	HOSPITAL/MEDICAL PLANS	43,696	34,913	32,723	43,060	48,355	5,296
0100-03-500-0611-	42400	GROUP LIFE INSURANCE	2,741	3,075	3,072	3,244	3,273	29
0100-03-500-0611-	42500	DISABILITY INSURANCE	571	585	583	608	869	260
0100-03-500-0611-	42700	WORKER'S COMPENSATION	2,500	2,585	3,131	3,131	3,846	715
0100-03-500-0611-	43101	PROFESSIONAL SERVICES	10,702	8,971	16,895	12,000	15,450	3,450
0100-03-500-0611-	43160	ANIMAL DISPOSAL	-	-	-	-	-	-
0100-03-500-0611-	43320	MAINT SVC CONTRACT	955	955	955	955	955	-
0100-03-500-0611-	43310	REPAIRS AND MAINTENANCE	-	464	77	500	500	-
0100-03-500-0611-	43600	ADVERTISING	751	320	240	500	500	-
0100-03-500-0611-	44200	AUTOMOTIVE/MOTOR POOL	1,933	3,340	1,963	3,500	3,000	(500)
0100-03-500-0611-	45230	TELEPHONE	7,940	7,912	9,534	10,860	11,340	480
0100-03-500-0611-	45305	MOTOR VEHICLE INSURANCE	1,380	1,408	1,753	1,800	1,800	-
0100-03-500-0611-	45410	LEASE/RENT EQUIPMENT	1,381	766	1,620	1,620	768	(852)
0100-03-500-0611-	45540	CONVENTION & EDUCATION	2,317	2,405	-	1,500	2,500	1,000
0100-03-500-0611-	45810	DUES & MEMBERSHIPS	15	15	15	-	-	-
0100-03-500-0611-	45820	CLAIMS AND BOUNTIES	-	-	-	-	-	-
0100-03-500-0611-	46001	OFFICE SUPPLIES	1,890	2,210	2,203	2,300	2,300	-
0100-03-500-0611-	46002	FOOD SUPPLIES	1,108	908	750	2,000	5,000	3,000
0100-03-500-0611-	46005	JANITORIAL SUPPLIES	5,781	4,305	3,906	5,500	8,600	3,100
0100-03-500-0611-	46008	VEHICLE & EQUIP. FUEL	11,768	10,472	10,897	11,000	14,115	3,115
0100-03-500-0611-	46009	VEHICLE & EQUIP. SUPPLIES	-	1,441	-	1,000	1,000	-
0100-03-500-0611-	46010	POLICE SUPPLIES	538	676	1,817	1,000	1,500	500
0100-03-500-0611-	46011	UNIFORM/APPAREL	1,372	766	498	1,000	1,000	-
0100-03-500-0611-	46014	OTHER OPERATING SUPPLIES	-	-	-	-	-	-
0100-03-500-0611-	48107	INFO TECH EQUIPMENT	-	-	-	-	-	-
0100-03-500-0611-	48105	MOTOR VEHICLES	-	30,277	-	-	-	-
			431,949	459,593	463,872	455,989	478,289	22,300

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Animal Control	Manager I, Animal Control	FT	1	1	0
Animal Control	Animal Control Officer	FT	3	3	0
Animal Control	Coordinator, Animal Adoption Services	FT	1	1	0
Animal Control	Kennel Attendant - Full-Time	FT	1	1	0
			0	6	0

FY2020 Budget Notes: No significant budget changes are anticipated in Animal Services for FY2020.

Goals and Performance Measures are in development.

Law Enforcement Grants

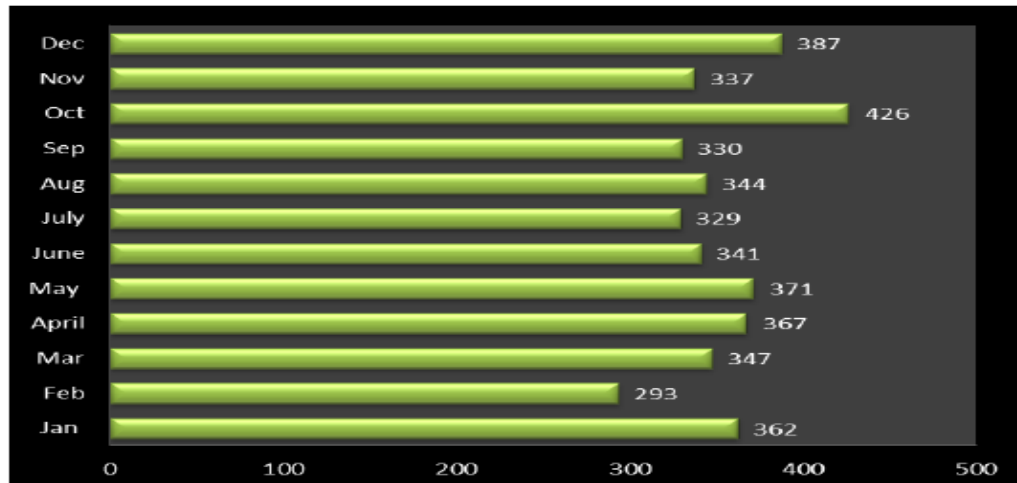
Grants/ Law Enforcement								
Location Code		0602						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-100-0602-	41709	HWY GRANT	17,269	25,478	5,694	-	-	-
0100-03-100-0602-	42100	FICA	721	324	421	-	-	-
0100-03-100-0602-	43894	DRUG ENFORCEMENT	1,753	-	429	-	-	-
0100-03-100-0602-	45540	CONVENTION/EDUCATION	-	513	1,141	-	-	-
0100-03-100-0602-	45790	FIRST RESPONDER FUNDS	132	242	(368)	-	-	-
0100-03-100-0602-	46008	VEHICLE & EQUIPMENT FUEL	-	-	-	-	-	-
0100-03-100-0602-	46010	GRANT SUPPLIES	3,750	1,623	-	-	-	-
0100-03-100-0602-	46013	EDUCAT.& RECREAT.SUPPLIES	(1,056)	2,672	511	-	-	-
0100-03-100-0602-	46014	OTHER OPERATING SUPPLIES	3,205	22,861	7,500	-	-	-
0100-03-100-0602-	46026	CHILD SAFETY SEAT PROGRAM	-	31	-	-	-	-
0100-03-100-0602-	46029	ANIMAL SHELTER-DONATION	1,980	8,586	33,417	-	-	-
0100-03-100-0602-	46076	BRICK PAVER PROJECT	1,200	325	105	-	-	-
0100-03-100-0602-	46077	GRANT - ASPCA	-	2,000	5,000	-	-	-
0100-03-100-0602-	46078	GRANT - BODY ARMOR	-	11,994	4,613	-	-	-
0100-03-100-0602-	48101	MACHINERY & EQUIPMENT	-	10,000	-	-	-	-
0100-03-100-0602-	48203	E-911 COMMUNICATIONS GRANT	-	-	-	-	-	-
0100-03-100-0602-	48109	MADDIE'S FUND	49,484	22,166	-	-	-	-
			78,438	108,814	58,464	-	-	-
		NOTHING INCLUDED IN ADOPTED BUDGET						
		BUDGETED AMOUNTS AMENDED AS RECEIVED						

Fire and EMS

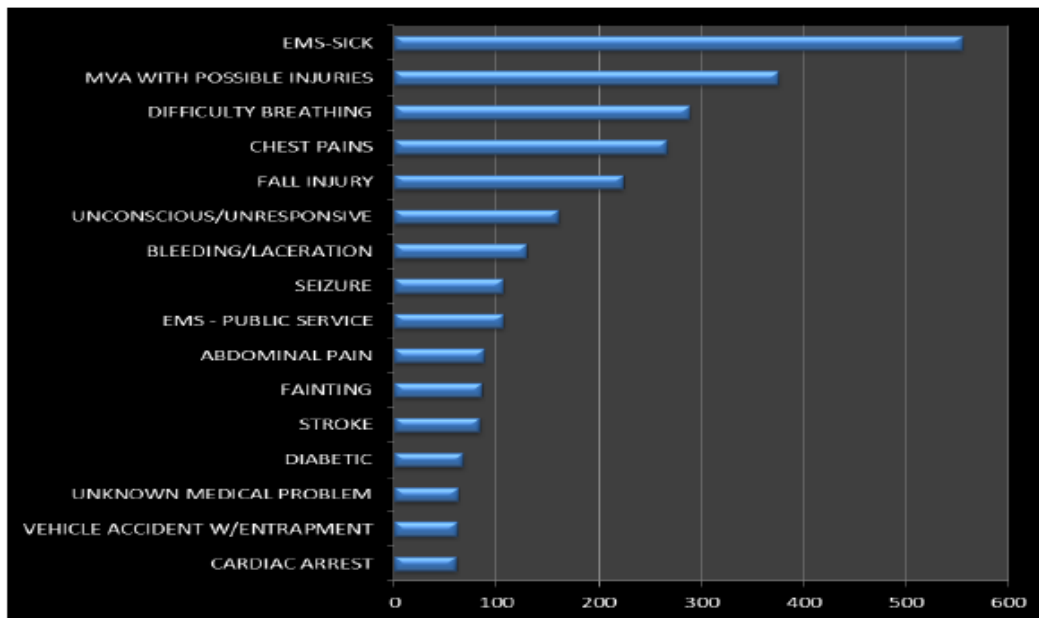
Prince George County has twenty-nine (29) full-time and forty-two (42) part-time career firefighter/medics who take pride in helping others. Two additional positions were approved for FY2020 that will be funded by increased medical transport rates. There are six volunteer fire companies with seven stations, one volunteer emergency crew and an administrative office with construction of a new Route 10 Fire Station nearing completion.

The coordinated Fire and EMS system has continued to improve the ability to provide essential services to the public by providing consistent leadership across the County and standardizing many aspects of Fire and EMS. Prince George Fire and EMS remains committed to assisting the volunteer fire companies with adequate personnel on fire incidents through the departments cross staffing program. The cross staffing program allows us to utilize cross trained Firefighter/Medics in any capacity within the incident command system to safely meet the needs of the incident. In 2018 Prince George Fire & EMS responded to 3322 calls for service. Response times improved by two (2) minutes for Priority 1 (critical) EMS calls 90% of the time.

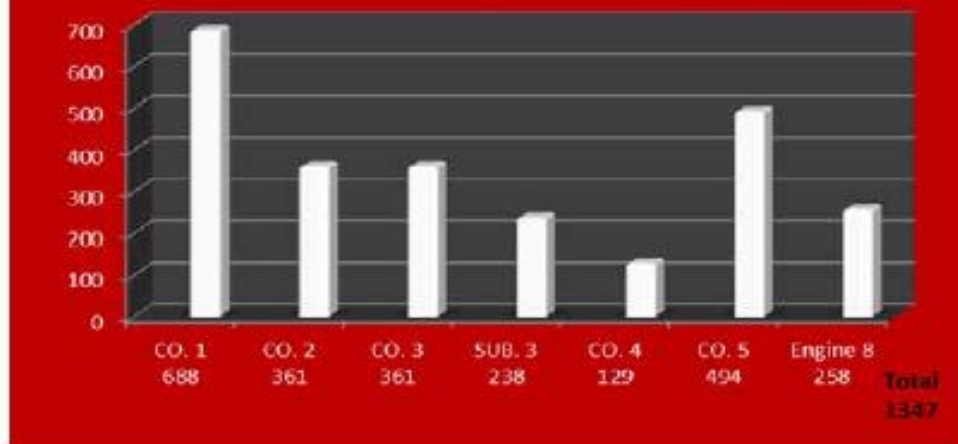
ANNUAL RESPONSE PROFILE
MONTHLY CALL REPORT



ANNUAL EMS RESPONSE PROFILE



Activations per Fire Company



Approved operating and capital funding will provide for:

- Construction of a new Fire and EMS station to be located at Moody Road and James River Drive.
- Construction of a new Fire and EMS station to replace the current Jefferson Park Fire Station.
- A state of the art training facility capable of allowing our emergency response personnel to conduct live fire training scenarios that which reinforce their knowledge, skills, and abilities.
- Community Outreach initiative to include a coordinated Youth Fire and EMS summer camp, public CPR and first aid training, fire extinguisher training, and disaster preparedness tips.
- The Emergency Management division continues leading several outreach initiatives within the county such as conducting the statewide tornado drill, Survivor Day program and statewide earthquake drill with various departments and agencies in the County.
- Two additional paid Fire/EMS Lieutenants that are funded using increased medical transport rates.

The men and women who make up the organization work hand-in-hand with each other and other agencies to make Prince George a safe place to live, learn, work and raise a family.

FY2020 Budget Notes: The overall budget for Fire/EMS increased by over \$550,000 for FY2020. This increase is attributable mainly to positions added mid-year in FY2019 and 2 new positions added in FY2020. Additionally, Fire/EMS career personnel will be moved to a separate pay plan in FY2020, similar to the pay plan approved for sworn police officers in FY2019. Insurance coverage for volunteers was expanded for FY2020 and professional services will be engaged to improve billable insurance collections.

Fire and EMS (Continued)

Fire and EMS								
Location Code		0610						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0610-	41100	SALARIES & WAGES-REGULAR	670,247	954,485	991,311	1,030,250	1,426,459	396,209
0100-03-200-0610-	41200	SALARIES & WAGES-OVERTIME	130,816	171,835	216,024	140,000	140,000	-
0100-03-200-0610-	41300	PART-TIME SALARIES & WAGE	399,283	302,518	399,044	355,000	250,560	(104,440)
0100-03-200-0610-	41400	CAREER DEVELOPMENT	-	-	-	10,000	10,000	-
0100-03-200-0610-	42100	FICA	88,021	105,817	118,901	117,447	139,767	22,320
0100-03-200-0610-	42210	RETIREMENT	105,276	136,125	134,427	151,356	209,005	57,648
0100-03-200-0610-	42300	HOSPITAL/MEDICAL PLANS	122,996	127,758	139,551	175,926	259,070	83,144
0100-03-200-0610-	42400	GROUP LIFE INSURANCE	7,964	12,315	12,161	13,627	18,818	5,190
0100-03-200-0610-	42500	DISABILITY	-	-	-	-	-	-
0100-03-200-0610-	42700	WORKER'S COMPENSATION	32,200	41,772	64,160	45,916	56,407	10,491
0100-03-200-0610-	42701	LINE OF DUTY ACT	18,535	19,151	20,771	22,000	25,780	3,780
0100-03-200-0610-	42825	HEALTH & ACCIDENT INSURAN	39,065	41,229	43,377	45,000	50,744	5,744
0100-03-200-0610-	43101	PROFESSIONAL SERVICES	64,457	57,974	75,911	87,833	91,500	3,667
0100-03-200-0610-	43110	PAYM.MEDICAL/DENTAL/HOSP	17,887	10,924	19,156	20,000	37,500	17,500
0100-03-200-0610-	43310	REPAIRS AND MAINTENANCE	3,127	73	245	-	-	-
0100-03-200-0610-	43320	MAINTENANCE SVS CONTRACTS	71,299	69,374	66,595	79,580	80,780	1,200
0100-03-200-0610-	43500	PRINTING & BINDING	-	76	239	100	100	-
0100-03-200-0610-	43600	ADVERTISING	-	-	-	100	100	-
0100-03-200-0610-	43861	FORESTLAND PROTECTION	9,243	9,243	9,243	9,245	9,500	255
0100-03-200-0610-	43991	BANK FEES	1,037	1,233	1,180	1,200	-	(1,200)
0100-03-200-0610-	44200	AUTOMOTIVE/MOTOR POOL	39,541	29,249	42,207	35,000	45,000	10,000
0100-03-200-0610-	45210	POSTAL SERVICE	2,805	2,707	2,734	2,700	2,700	-
0100-03-200-0610-	45230	TELEPHONE	36,622	34,381	37,560	30,420	38,000	7,580
0100-03-200-0610-	45232	INTERNET	123	-	492	-	-	-
0100-03-200-0610-	45233	IT DATA LINES	-	548	-	9,600	9,600	-
0100-03-200-0610-	45234	CABLE SERVICES	6,702	6,523	6,902	8,200	8,200	-
0100-03-200-0610-	45305	MOTOR VEHICLE INSURANCE	49,368	51,603	54,690	55,000	60,418	5,418
0100-03-200-0610-	45310	EMS LIABILITY	5,274	7,230	5,618	6,000	6,000	-
0100-03-200-0610-	45410	LEASE/RENT EQUIPMENT	4,260	2,466	3,468	4,500	4,500	-
0100-03-200-0610-	45540	CONVENTION & EDUCATION	4,289	4,501	4,973	6,559	6,559	-
0100-03-200-0610-	45541	TRAINING	24,409	29,381	32,945	42,800	43,064	264
0100-03-200-0610-	45542	FIRE EDUCATION PROGRAMS	4,012	5,935	7,216	6,000	6,000	-
0100-03-200-0610-		COUNTY CONTRIBUTIONS	-	-	-	-	-	-
0100-03-200-0610-	45642	"FOUR FOR LIFE"	-	-	-	-	-	-
0100-03-200-0610-	45810	DUES AND MEMBERSHIPS	1,208	1,124	1,968	1,340	1,725	385
0100-03-200-0610-	46000	STATION SUPPLIES	2,276	3,373	4,116	4,100	4,800	700
0100-03-200-0610-	46001	OFFICE SUPPLIES	7,431	7,880	6,637	8,000	6,000	(2,000)
0100-03-200-0610-	46002	FOOD SUPPLIES	8,517	3,877	7,270	3,000	3,000	-
0100-03-200-0610-	46004	MEDICAL & LABORATORY SUPP	31,415	50,924	7,820	10,000	10,000	-
0100-03-200-0610-	460041	FIRE EMS AMBULANCE SUPPLIES	-	-	33,439	33,000	33,000	-
0100-03-200-0610-	46007	REPAIRS AND MAINTENANCE SUPPLIES	1,081	5,530	9,496	5,500	5,500	-
0100-03-200-0610-	46008	VEHICLE & EQUIP. FUEL	54,150	49,406	68,543	55,000	65,000	10,000
0100-03-200-0610-	46009	VEHICLE & EQUIP. SUPPLIES	99,072	111,337	96,967	85,000	85,000	-
0100-03-200-0610-	46011	UNIFORM/APPAREL	45,180	83,373	58,104	75,000	75,450	450
0100-03-200-0610-	46012	BOOKS & SUBSCRIPTIONS	230	174	821	300	300	-
0100-03-200-0610-	46013	EDUCAT.& RECREAT.SUPPLIES	10,105	9,666	8,006	10,000	10,000	-
0100-03-200-0610-	46014	OTHER OPERATING SUPPLIES	5,392	3,510	1,205	3,600	3,600	-
0100-03-200-0610-	46024	DATA PROCESSING SUPPLIES	-	-	57	-	-	-
0100-03-200-0610-	46036	COMMUNICATION EQUIPMENT	14,250	11,536	5,933	9,900	9,120	(780)
0100-03-200-0610-	46065	CTR TEAM EXPENSES	1,928	3,697	3,918	4,000	3,800	(200)
0100-03-200-0610-	46066	TURNOUT GEAR	-	-	35,544	15,000	38,055	23,055
0100-03-200-0610-	46101	HAZ MAT RESPONSE TEAM	361	1,831	-	2,000	2,000	-
0100-03-200-0610-	48102	FURNITURE & FIXTURES	590	5,622	4,311	1,200	1,000	(200)
0100-03-200-0610-	48107	INFO TECH EQUIPMENT	2,815	3,291	11,964	7,325	1,640	(5,685)
0100-03-200-0610-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	3,470	23,249	41,563	19,000	19,000	-
0100-03-200-0610-	48247	RSFA GRANT	-	-	-	-	-	-
0100-03-200-0610-	48248	FIRE PROGRAM FUNDS	-	-	-	-	-	-
			2,248,326	2,615,824	2,918,781	2,863,624	3,414,121	550,496

Fire and EMS (Continued)

The County received two SAFER Grants in FY2018 to increase Fire/EMS staffing and improve training, recruitment and retention of personnel. These grants also provide training, equipment and supplies for Fire/EMS personnel.

FIRE & EMS SAFER RECRUITMENT GRANT								
Location Code	0615							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0615-	41100	SAFER RECR SALARIES & WAGES	-	-	37,952	62,696	65,655	2,958
0100-03-200-0615-	42100	SAFER RECR FICA	-	-	2,835	4,796	5,023	226
0100-03-200-0615-	42210	SAFER RECR RETIREMENT	-	-	5,446	9,122	9,553	430
0100-03-200-0615-	42300	SAFER RECR HEALTH INSURANCE	-	-	4,603	8,163	8,926	763
0100-03-200-0615-	42400	SAFER RECR GROUP LIFE INSURANCE	-	-	493	821	860	39
0100-03-200-0615-	42500	SAFER RECR DISABILITY INSURANCE	-	-	-	-	-	-
0100-03-200-0615-	45541	SAFER RECR TRAINING	-	-	12,818	45,000	45,000	-
0100-03-200-0615-	46011	SAFER RECR UNIFORMS	-	-	1,174	5,625	5,625	-
0100-03-200-0615-	46066	SAFER RECR TURNOUT GEAR	-	-	70,115	80,000	80,000	-
			-	-	135,435	216,224	220,641	4,417

FIRE & EMS SAFER HIRING GRANT								
Location Code	0616							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0616-	41100	SAFER HIRING SALARIES & WAGES	-	-	83,152	229,561	243,390	13,829
0100-03-200-0616-	42100	SAFER HIRING FICA	-	-	6,218	17,561	18,619	1,058
0100-03-200-0616-	42210	SAFER HIRING RETIREMENT	-	-	10,703	33,401	35,413	2,012
0100-03-200-0616-	42300	SAFER HIRING HEALTH INSURANCE	-	-	16,220	43,268	46,940	3,672
0100-03-200-0616-	42400	SAFER HIRING GROUP LIFE INSURANCE	-	-	968	3,007	3,188	181
0100-03-200-0616-	42500	SAFER HIRING DISABILITY INSURANCE	-	-	-	-	-	-
			-	-	117,261	326,798	347,551	20,753

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Fire & EMS	Director of Fire & EMS	FT	1	1	0
Fire & EMS	Captain	FT	3	3	0
Fire & EMS	Lieutenant	FT	7	9	2
Fire & EMS	Fire Medic	FT	10	10	0
Fire & EMS	Manager II, Fire/EMS Business Management	FT	1	1	0
Fire & EMS	Administrative Support Specialist II	FT	1	1	0
			23	25	2

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Fire & EMS SAFER	Lieutenant	FT	3	3	0
Fire & EMS SAFER	Fire Medic	FT	2	2	0
Fire & EMS SAFER	Captain, Volunteer Fire/EMS Training	FT	1	1	0
			6	6	0

Fire/EMS Goals and Performance Measures

Strategic Initiative – Create a Safe Community by providing high quality services.				
Goal: To improve the delivery of services to our community.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Building of a new Fire Station Merchants Hope Road (measured yes or no)	NO	YES	YES	YES
Measure 2: Improve ISO rating to 5/5Y (measured yes or no)	NO	YES	YES	YES
Measure 3: Pre-Fire Building Plans (measured # of plans)	5	4	4	4
Measure 4: Fire Extinguisher Training (measured # of trainings)	12	14	15	16
Measure 5: Response time for Fire Reaction + Travel Time (measured by time of first responding unit) Suburban Service Area/Rural Service Area	12.2 14.2	15.8 17.0	12.0 16.0	10.0 14.0
Measure 6: Response time for EMS Reaction + Travel Time (measured by time of first responding unit) Suburban Service Area/Rural Service Area	16.2 / 20.7	14.8 / 18.1	12.0 / 16.0	10.0 / 14.0
Measure 7: Total number of Fire incidents (measured by #)	1115	1347	1400	1500
Measure 8: Total number of EMS incidents (measured by #)	3517	3322	3500	3700
Measure 9: Percent of reactivations for Fire or EMS (measured in %)	30%	30%	<10%	<10%
Measure 10: Percent mutual aid was called for EMS (measured by #)	84	40	20	10

Strategic Initiative – Provide education and technical development to all personnel				
Goal: Enhance the knowledge, skill, and abilities of personnel to support department programs and services	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Provide training using a combination of online learning tools and instructor-led training to improve our operational and administrative effectiveness (measured yes or no)	YES	YES	YES	YES
Measure 2: Develop a training records system thru Target Solutions (measured yes or no)	NO	YES	YES	YES
Measure 3: Provide Leadership training (measured yes or no)	YES	YES	YES	YES
Measure 4: Basic Fire Academy (measured yes or no)	YES	YES	YES	YES
Measure 5: Basic EMS Academy (measured yes or no)	YES	YES	YES	YES

Strategic Initiative – Strengthen Civic Partnerships				
Goal: Establish strong community relationships that continue to improve outreach and visibility that complements and enhance the services we provide	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: CERT to increase number of trained volunteers (measured by total participants)	34	20	20	20
Measure 2: Coordinated Youth Summer Camp Program (measured by total participants)	21	22	25	25
Measure 3: Fire Prevention Week participation for all elementary schools. (measured yes or no)	YES	YES	YES	YES
Measure 4: Use social media to inform citizens about emergency preparedness (measured yes or no)	YES	YES	YES	YES

Strategic Initiative – Invest in our personnel				
Goal: To foster a culture that emphasizes and enhances employee health, safety and continual self-improvement	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Attract, recruit, hire and retain quality people to grow our organization (measured yes or no)	YES	YES	YES	YES
Measure 2: Provide the tools for a safe working environment for our providers (measured yes or no)	YES	YES	YES	YES
Measure 3: Ensure employees are trained to meet the departments' mission (measured yes or no)	YES	YES	YES	YES
Measure 4: Provide mental health and wellness training (measured yes or no)	YES	YES	YES	YES
Measure 5: Conduct employee evaluations (measured yes or no)	YES	YES	YES	YES
Measure 6: Promote employee physical fitness and wellness (measured yes or no)	YES	YES	YES	YES

Strategic Initiative – Maintain Effective Fiscal Management				
Goal: To ensure we provide the best possible value for the taxpayers' dollar by continuously evaluating the Departments' use of funds and resources.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Position the Department to obtain the Board of Supervisors' approval on initiatives that would provide an ongoing and stable source of funding to support the Department's needs (measured yes or no)	YES	YES	YES	YES
Measure 2: Obtain grant funding, which will support projects that enhance public and first responder safety from fire and related hazards (measured yes or no)	YES	YES	YES	YES
Measure 3: Provide education to the members of PGFEMS on the budget and the budgeting process (measured yes or no)	YES	YES	YES	YES

Prince George Fire Department

Fire Company #1 - Prince George								
Location Code 0604								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0604-	43101	PROFESSIONAL SERVICES	1,491	1,922	1,883	3,500	3,500	-
0100-03-200-0604-	45230	TELEPHONE	-	-	-	-	-	-
0100-03-200-0604-	45231	DATA LINES	-	-	-	-	-	-
0100-03-200-0604-	45410	LEASE/RENT EQUIPMENT	225	677	286	400	400	-
0100-03-200-0604-	45541	TRAINING	6,807	4,825	636	8,500	8,500	-
0100-03-200-0604-	46000	STATION SUPPLIES	2,717	2,272	2,589	2,440	1,632	(808)
0100-03-200-0604-	46001	OFFICE SUPPLIES	1,599	1,292	1,511	1,000	1,000	-
0100-03-200-0604-	46002	FOOD SUPPLIES	1,541	835	1,647	2,500	2,500	-
0100-03-200-0604-	46007	REPAIR & MAINT SUPP	1,601	-	-	300	-	(300)
0100-03-200-0604-	46008	VEH & EQUIP. FUEL	82	-	-	560	-	(560)
0100-03-200-0604-	46009	VEH & EQUIP. SUPPLIES	7,183	436	1,154	-	-	-
0100-03-200-0604-	46011	UNIFORM/APPAREL	6,991	21,273	265	125	-	(125)
0100-03-200-0604-	46014	OTHER OPERATING SUPPLIES	-	-	658	3,500	3,000	(500)
0100-03-200-0604-	46036	COMMUNICATION EQUIPMENT	1,197	673	3,714	3,200	3,200	-
0100-03-200-0604-	46066	TURNOUT GEAR	-	-	13,645	13,295	16,775	3,480
0100-03-200-0604-	48102	FURNITURE & FIXTURES	3,658	1,610	1,152	3,000	3,580	580
0100-03-200-0604-	48107	INFO TECH EQUIPMENT	-	2,144	540	450	480	30
0100-03-200-0604-	48121	FIRE & RESCUE EQUIPMENT >\$1,0	14,064	20,604	26,881	14,750	18,533	3,783
0100-03-200-0604-	48201	MACHINERY & EQUIPMENT	-	-	-	-	-	-
0100-03-200-0604-	48221	FIRE & RESCUE EQUIPMENT <\$1,0	-	-	-	-	-	-
0100-03-200-0604-	48248	FIRE PROGRAM FUNDS	26,165	15,182	10,903	-	-	-
0100-03-200-0604-	48251	PG LOCAL FIRE PROGRAM FUNDS	-	-	-	-	-	-
			75,322	73,743	67,462	57,520	63,100	5,580

Disputanta Fire Department

Fire Company #2- Disputanta								
Location Code 0605								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0605-	43101	PROFESSIONAL SERVICES	1,427	1,700	1,683	2,300	2,300	-
0100-03-200-0605-	43320	MAINTENANCE SVC CONTRACTS	1,760	1,760	1,600	1,750	2,880	1,130
0100-03-200-0605-	45230	TELEPHONE	-	-	-	-	-	-
0100-03-200-0605-	45231	DATA LINES	-	-	-	-	-	-
0100-03-200-0605-	45410	DISPUTANTA FIRE LEASE/RENT EC	-	-	791	-	1,606	1,606
0100-03-200-0605-	45541	TRAINING	5,952	7,266	-	8,500	8,500	-
0100-03-200-0605-	46000	STATION SUPPLIES	210	378	658	850	1,050	200
0100-03-200-0605-	46001	OFFICE SUPPLIES	-	-	-	125	-	(125)
0100-03-200-0605-	46002	FOOD SUPPLIES	791	-	-	500	500	-
0100-03-200-0605-	460041	CO2 AMBULANCE SUPPLIES	-	-	548	-	-	-
0100-03-200-0605-	46007	REPAIR & MAINT SUPP	1,622	-	-	600	-	(600)
0100-03-200-0605-	46009	VEH & EQUIP SUPPLIES	4,013	-	-	-	-	-
0100-03-200-0605-	46011	UNIFORM/APPAREL	1,475	16,535	-	100	-	(100)
0100-03-200-0605-	46014	OTHER OPERATING SUPPLIES	-	5	-	-	-	-
0100-03-200-0605-	46036	COMMUNICATION EQUIPMENT	1,974	535	2,766	2,100	1,800	(300)
0100-03-200-0605-	46066	TURNOUT GEAR	-	-	19,718	12,090	16,135	4,045
0100-03-200-0605-	48102	FURNITURE & FIXTURES	-	4,394	-	5,000	2,500	(2,500)
0100-03-200-0605-	48107	INFO TECH	2,070	1,608	1,430	500	-	(500)
0100-03-200-0605-	48121	FIRE & RESCUE EQUIPMENT >\$1,0	11,983	14,861	12,496	9,800	10,600	800
0100-03-200-0605-	48221	FIRE & RESCUE EQUIPMENT <\$1,0	11,532	-	-	-	-	-
0100-03-200-0605-	48248	FIRE PROGRAM FUNDS	13,495	29,275	11,033	-	-	-
0100-03-200-0605-	48251	DISPUTANTA LOCAL FIRE PROGRA	-	-	-	-	-	-
			58,304	78,315	52,722	44,215	47,871	3,656

Carson Fire Department

Fire Company #3- Carson								
Location Code 0606								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0606-	43101	PROFESSIONAL SERVICES	2,538	2,690	3,280	3,173	3,173	-
0100-03-200-0606-	45230	TELEPHONE	-	240	-	-	-	-
0100-03-200-0606-	45231	DATA LINES	-	-	-	-	1,920	1,920
0100-03-200-0606-	45410	LEASE/RENT EQUIPMENT	700	725	725	800	800	-
0100-03-200-0606-	45541	TRAINING	5,948	2,411	2,952	8,500	8,500	-
0100-03-200-0606-	46000	STATION SUPPLIES	2,545	852	1,810	1,800	3,100	1,300
0100-03-200-0606-	46001	OFFICE SUPPLIES	307	155	53	500	500	-
0100-03-200-0606-	46002	FOOD SUPPLIES	4,942	1,291	1,165	1,000	1,000	-
0100-03-200-0606-	46007	REPAIR & MAINTEN SUPP	361	-	-	700	700	-
0100-03-200-0606-	46009	VEHICLE EQUIP & SUPPLIES	8	375	-	1,700	1,100	(600)
0100-03-200-0606-	46011	UNIFORM/APPAREL	2,689	31,958	-	-	-	-
0100-03-200-0606-	46013	EDUCATION & REC SUPPLIES	115	-	-	-	-	-
0100-03-200-0606-	46014	OTHER OPERATING SUPPLIES	495	4,130	-	-	-	-
0100-03-200-0606-	46035	NON-CAPITAL FIRE & RESCUE EQUIPMENT	13,061	9,380	6,000	14,073	14,382	309
0100-03-200-0606-	46036	COMMUNICATION EQUIPMENT	1,173	567	1,818	3,150	3,750	600
0100-03-200-0606-	46066	TURNOUT GEAR	-	-	57	17,146	17,146	(0)
0100-03-200-0606-	48102	FURNITURE & FIXTURES	16,398	545	-	1,500	1,500	-
0100-03-200-0606-	48107	INFO TECH EQUIPMENT	1,726	959	960	-	-	-
0100-03-200-0606-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	11,325	16,100	52,002	18,505	21,505	3,000
0100-03-200-0606-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	-	-	-	-	-	-
0100-03-200-0606-	48248	FIRE PROGRAM FUNDS	16,786	7,178	42,061	-	-	-
0100-03-200-0606-	48251	CARSON LOCAL FIRE PROGRAM FUNDS	-	-	6,680	-	-	-
			81,117	79,556	119,564	72,547	79,076	6,529

Burrowsville Fire Department

Fire Company #4- Burrowsville								
Location Code 0607								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0607-	43101	PROFESSIONAL SERVICES	1,481	1,475	1,481	1,600	1,600	-
0100-03-200-0607-	45231	DATA LINES	-	-	-	-	-	-
0100-03-200-0607-	45410	LEASE/RENT EQUIPMENT	-	-	766	500	1,504	1,004
0100-03-200-0607-	45541	TRAINING	960	4,726	138	8,500	8,500	-
0100-03-200-0607-	45230	TELEPHONE	-	-	-	-	-	-
0100-03-200-0607-	46000	STATION SUPPLIES	-	755	190	500	500	-
0100-03-200-0607-	46001	OFFICE SUPPLIES	41	735	-	500	500	-
0100-03-200-0607-	46002	FOOD SUPPLIES	318	213	302	1,000	1,000	-
0100-03-200-0607-	46007	REPAIRS & MAINTENANCE	-	-	-	-	-	-
0100-03-200-0607-	46009	VEHICLE & EQUIP SUPPLIES	281	-	-	-	-	-
0100-03-200-0607-	46011	UNIFORM/APPAREL	2,267	13,614	360	-	-	-
0100-03-200-0607-	46014	OTHER OPERATING SUPPLIES	185	-	-	-	-	-
0100-03-200-0607-	46035	REPLACE FIRE & RESCUE EQUIPMENT	-	-	-	-	-	-
0100-03-200-0607-	46036	COMMUNICATIONS EQUIPMENT	1,250	3,643	32	2,075	2,550	475
0100-03-200-0607-	46066	TURNOUT GEAR	-	-	11,084	16,013	17,017	1,004
0100-03-200-0607-	48102	FURNITURE & FIXTURES	10,978	2,300	1,264	4,000	1,350	(2,650)
0100-03-200-0607-	48107	INFO TECH EQUIPMENT	598	959	-	-	-	-
0100-03-200-0607-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	4,970	15,750	9,338	-	-	-
0100-03-200-0607-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	4,960	-	-	-	3,400	3,400
0100-03-200-0607-	48248	FIRE PROGRAM FUNDS	44,670	17,002	22,952	-	-	-
0100-03-200-0607-	48251	BURROWSVILLE LOC FIRE PGM FNDS	-	-	-	-	-	-
			72,959	61,172	47,908	34,688	37,921	3,233

Jefferson Park Fire Department

Fire Company #5- Jefferson Park								
Location Code		0608						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0608-	43101	PROFESSIONAL SERVICES	1,161	1,120	1,867	1,800	1,800	-
0100-03-200-0608-	45230	TELEPHONE	-	-	-	-	-	-
0100-03-200-0608-	45231	DATA LINES	-	-	-	-	-	-
0100-03-200-0608-	45410	LEASE/RENT EQUIPMENT	515	635	1,261	1,600	1,504	(96)
0100-03-200-0608-	45541	TRAINING	7,487	5,424	1,837	8,500	8,500	-
0100-03-200-0608-	46000	STATION SUPPLIES	2,013	1,952	2,485	1,800	1,800	-
0100-03-200-0608-	46001	OFFICE SUPPLIES	1,345	840	400	1,000	1,000	-
0100-03-200-0608-	46002	FOOD SUPPLIES	1,341	668	664	1,000	1,000	-
0100-03-200-0608-	46007	REPAIRS & MAINT SUPP	370	-	-	-	-	-
0100-03-200-0608-	46008	VEHICLE & EQUIP FUEL	58	-	-	-	-	-
0100-03-200-0608-	46009	VEH EQUIPMENT SUPPLIES	3,187	-	32	-	-	-
0100-03-200-0608-	46011	UNIFORM/APPAREL	3,970	31,527	1,057	-	-	-
0100-03-200-0608-	46014	OTHER OPERATING SUPPLIES	-	14	303	585	585	-
0100-03-200-0608-	46036	COMMUNICATIONS EQUIP	3,746	8,916	142	650	850	200
0100-03-200-0608-	46066	TURNOUT GEAR	-	-	19,042	20,342	33,789	13,447
0100-03-200-0608-	48102	FURNITURE & FIXTURES	2,882	1,787	1,415	2,460	1,700	(760)
0100-03-200-0608-	48107	INFO TECH	-	714	440	-	-	-
0100-03-200-0608-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	7,616	10,687	23,746	16,237	4,658	(11,579)
0100-03-200-0608-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	-	-	-	-	-	-
0100-03-200-0608-	48248	FIRE PROGRAM FUNDS	11,907	10,064	48,461	-	-	-
0100-03-200-0608-	48251	JEFF PARK LOC FIRE PGM FUNDS	-	-	681	-	-	-
			47,598	74,348	103,832	55,974	57,186	1,212

Merchant's Hope / Route 10 Fire Department (NEW)

Fire Company #7- Merchant's Hope / Route 10								
Location Code		0617	NEW FIRE STATION					
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0617-	43101	PROFESSIONAL SERVICES	-	-	-	1,600	840	(760)
0100-03-200-0617-	45231	DATA LINES	-	-	-	-	-	-
0100-03-200-0617-	45410	LEASE/RENT EQUIPMENT	-	-	-	500	1,604	1,104
0100-03-200-0617-	45541	TRAINING	-	-	-	4,250	8,500	4,250
0100-03-200-0617-	46000	STATION SUPPLIES	-	-	-	500	500	-
0100-03-200-0617-	46001	OFFICE SUPPLIES	-	-	-	250	1,700	1,450
0100-03-200-0617-	46002	FOOD SUPPLIES	-	-	-	-	500	500
0100-03-200-0617-	46007	REPAIRS & MAINT SUPP	-	-	-	-	-	-
0100-03-200-0617-	46008	VEHICLE & EQUIP FUEL	-	-	-	-	-	-
0100-03-200-0617-	46009	VEH EQUIPMENT SUPPLIES	-	-	-	-	-	-
0100-03-200-0617-	46011	UNIFORM/APPAREL	-	-	-	-	-	-
0100-03-200-0617-	46014	OTHER OPERATING SUPPLIES	-	-	-	-	-	-
0100-03-200-0617-	46036	COMMUNICATIONS EQUIP	-	-	-	1,660	-	(1,660)
0100-03-200-0617-	46066	TURNOUT GEAR	-	-	-	-	-	-
0100-03-200-0617-	48102	FURNITURE & FIXTURES	-	-	-	3,000	1,350	(1,650)
0100-03-200-0617-	48107	INFO TECH	-	-	-	-	-	-
0100-03-200-0617-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	-	-	-	5,000	2,700	(2,300)
0100-03-200-0617-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	-	-	-	-	-	-
0100-03-200-0617-	48248	FIRE PROGRAM FUNDS	-	-	-	-	-	-
			-	-	-	16,760	17,694	934

Prince George Emergency Crew

Prince George Emergency Crew								
Location Code		0609						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0609-	45230	TELEPHONE	-	380	3,639	-	-	-
0100-03-200-0609-	45410	LEASE	-	-	-	1,600	1,504	(96)
0100-03-200-0609-	45541	TRAINING	5,641	2,923	1,805	8,500	8,500	-
0100-03-200-0609-	46000	STATION SUPPLIES	539	1,353	1,178	1,000	1,000	-
0100-03-200-0609-	46001	OFFICE SUPPLIES	831	1,633	1,150	500	500	-
0100-03-200-0609-	46002	FOOD SUPPLIES	255	248	-	500	500	-
0100-03-200-0609-	46004	MEDICAL & LAB SUPPLIES	4,845	-	-	-	-	-
0100-03-200-0609-	46007	REPAIRS & MAINT SUPP	-	21	-	-	-	-
0100-03-200-0609-	46009	VEH EQUIPMENT SUPPLIES	104	-	-	475	-	(475)
0100-03-200-0609-	46011	UNIFORM/APPAREL	988	4,134	868	660	800	140
0100-03-200-0609-	46014	OTHER OPERATING SUPPLIES	-	554	-	-	-	-
0100-03-200-0609-	46036	COMMUNICATIONS EQUIP	-	-	-	300	800	500
0100-03-200-0609-	48102	FURNITURE & FIXTURES	-	-	-	-	-	-
0100-03-200-0609-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	3,805	42	-	-	-	-
0100-03-200-0609-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	-	-	-	-	-	-
0100-03-200-0609-	43610	RECRUITMENT & RETENTION	-	-	-	-	-	-
			17,008	11,288	8,641	13,535	13,604	69

SAFER Grant (Expired)

SAFER GRANT								
Location Code		0613						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-200-0613-	41100	SALARIES & WAGES-REGULAR	184,597	-	-	-	-	-
0100-03-200-0613-	41200	OVERTIME WAGES	38,912	-	-	-	-	-
0100-03-200-0613-	42100	FICA	16,551	-	-	-	-	-
0100-03-200-0613-	42210	RETIREMENT	28,805	-	-	-	-	-
0100-03-200-0613-	42300	HOSPITAL/MEDICAL PLANS	21,950	-	-	-	-	-
0100-03-200-0613-	42400	GROUP LIFE INSURANCE	2,179	-	-	-	-	-
0100-03-200-0613-	42700	WORKER'S COMPENSATION	9,000	-	-	-	-	-
			301,994	-	-	-	-	-

Other Fire/EMS Grants

FIRE & EMS GRANTS								
Location Code	0614							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-500-0614-	48249	RSAF ZOLL MONITOR	61,131	-	-	-	-	-
0100-03-200-0614-	45641	LOCAL FOUR FOR LIFE		-	35,023	-	-	-
0100-03-500-0614-	45642	"4 FOR LIFE"	13,832	6,385	52,763	-	-	-
0100-03-500-0614-	45643	HMLD SECURITY	-	77,639	20,510	-	-	-
0100-03-500-0614-	46025	DONATIONS	-	549	1,765	-	-	-
0100-03-500-0614-	46038	LEPC DONATIONS	169	18	555	-	-	-
0100-03-500-0614-	46040	JOHN RANDOLPH	-	-	-	-	-	-
0100-03-500-0614-	46045	FIRE & EMS GRANT FOUND SUPPORT	-	-	10,225	-	-	-
0100-03-500-0614-	46080	HOMETOWN HEROES DAY	11,673	2,736	15,902	-	-	-
0100-03-500-0614-	46081	PG FIRE MUSEUM FUND	1,212	-	-	-	-	-
0100-03-500-0614-	46082	GUNS & HOSES	-	100	-	-	-	-
0100-03-500-0614-	48247	RSAF GRANT	288	835	-	-	-	-
0100-03-500-0614-	48248	FIRE EMS FIRE PROGRAM FUNDS	26,025	5,342	7,038	-	-	-
0100-03-500-0614-	48250	RSAF POWER PHONE	-	69,452	-	-	-	-
			114,330	163,057	143,780	-	-	-
		NO AMOUNTS INCLUDED IN ADOPTED BUDGET						
		AMOUNTS BUDGETED AS AWARDED / AMENDED						

Emergency Management

The Fire, EMS and Emergency Management Departments strive to be the foremost in public safety and to provide quality services through the dedication of our people. Department values include honor, respect, accountability, integrity, trust, compassion and quality customer service.

Emergency Management								
Location Code		0612						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-500-0612-	41100	FULL-TIME SALARIES & WAGES	-	-	-	-	-	-
0100-03-500-0612-	41300	PART-TIME SALARIES & WAGES	49,958	47,813	46,445	48,813	49,789	977
0100-03-500-0612-	42100	FICA	3,830	3,667	3,455	3,734	3,809	75
0100-03-500-0612-	42300	HOSPITAL/MEDICAL PLANS	-	-	-	-	-	-
0100-03-500-0612-	42400	GROUP LIFE INSURANCE	-	-	-	-	-	-
0100-03-500-0612-	42700	WORKER'S COMPENSATION	200	218	264	264	324	60
0100-03-500-0612-	43101	PROFESSIONAL SERVICES	-	-	-	-	-	-
0100-03-500-0612-	43320	MAINTENANCE SVC CONTRACTS	1,571	1,544	1,500	-	1,154	1,154
0100-03-500-0612-	45230	TELEPHONE	4,815	5,229	4,896	5,000	5,000	-
0100-03-500-0612-	45234	CABLE SERVICES	1	-	-	-	-	-
0100-03-500-0612-	45410	LEASE/RENT OF EQUIPMENT	140	282	303	200	200	-
0100-03-500-0612-	45540	CONVENTION & EDUCATION	343	118	835	300	300	-
0100-03-500-0612-	45541	TRAINING	363	-	-	400	400	-
0100-03-500-0612-	45810	DUES AND MEMBERSHIPS	150	-	-	-	-	-
0100-03-500-0612-	46001	OFFICE SUPPLIES	23	-	-	-	-	-
0100-03-500-0612-	46002	FOOD SUPPLIES	273	138	-	-	-	-
0100-03-500-0612-	46011	UNIFORM/APPAREL	-	-	-	-	-	-
0100-03-500-0612-	46014	OTHER OPERATING SUPPLIES	-	1,911	1,266	-	12,000	12,000
0100-03-500-0612-	46036	COMMUNICATION EQUIPMENT	896	-	-	-	-	-
0100-03-500-0612-	48102	FURNITURE & FIXTURES	-	-	-	-	-	-
0100-03-500-0612-	48103	EQUIPMENT REPLACEMENT	-	-	-	-	-	-
0100-03-500-0612-	48107	INFO TECHNOLOGY EQUIPMENT	-	25	-	-	-	-
			62,564	60,945	58,964	58,711	72,977	14,266

Department	Title	FUNDED POSITIONS			
		Status	FY 2018-19	FY 2019-20	Change
Emergency Management	Emergency Management Deputy Coordinator	PT	0.5	0.5	0
			0.5	0.5	0

FY2020 Budget Notes: For FY2020 the full projected salary of the Part-Time EMS Director was included in the adopted budget. The projected Emergency Services EMPG grant of \$25,231 is also included as revenue in the adopted budget, and offsets approximately one-half of the salary and Social Security and Medicare tax. An increase in supplies was approved for FY2020.

SOCIAL SERVICES

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Social Services							
0701	Welfare Administration	1,824,352	1,800,869	1,922,785	2,026,047	2,274,602	248,555
0702	Public Assistance (incl. SLH)	454,700	426,029	421,033	604,077	644,485	40,408
0703	CSA/At Risk Youth	8,853	13,747	11,573	15,000	15,000	-
0704	CSA State	1,388,137	1,178,539	1,372,790	1,260,000	1,950,000	690,000
0706	Tax Relief for the Elderly	214,184	195,670	159,459	190,000	170,000	(20,000)
	Total Social Services	3,890,226	3,614,854	3,887,639	4,095,124	5,054,087	958,963

The Social Services Department provides the following services:

- Provides Intake Services to identify specific needs for individuals
- Provides Adult Services, available to impaired adults age 18 and older, as well as for victims of spousal abuse
- Provides Prevention and Support Services available for families with children under age 18
- Adult Protective Services are provided to adults who are in danger of abuse, neglect or exploitation
- Child Protective Services provided on behalf of children to protect them from abuse or neglect
- Provides Foster Care and Adoption Services
- Provides Employment Services for program participants ("VIEW")
- Provides short-term Emergency Assistance
- Medicaid Health Check-up Program
- Refugee Programs
- Provides Family Service and Family Planning Programs
- Administrator of the local Supplemental Nutrition Assistance Program (SNAP)
- Provides Temporary Assistance for Needy Families (TANF)
- Energy Assistance Program
- Provides Child Support Enforcement Referral
- Provides tax relief for the elderly and disabled

FY2020 Budget Notes: FY2020 reflects a significant increase in projected spending for Comprehensive Service Act (CSA) activities. Projected spending is expected to increase to \$1,950,000 in FY2020, \$690,000 (54.8%) above the FY2019 adopted budget of \$1,260,000. One FTE was added for FY2020 with increased state funding. An Administrative Support Specialist II was added in response to increased workload related to Medicaid Expansion.

Welfare Administration

Social Services								
Location Code		0701						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-113-0701-	41100	SALARIES & WAGES-REGULAR	1,190,259	1,198,722	1,286,737	1,295,090	1,457,954	162,864
0100-05-113-0701-	41200	SALARIES & WAGES-OVERTIME	7,920	11,354	11,275	40,000	40,000	-
0100-05-113-0701-	41300	PART-TIME SALARIES & WAGE	44,281	59,165	54,394	55,113	55,113	-
0100-05-113-0701-	41301	COMP. COMMISSION MEMBERS	1,400	1,350	1,450	1,500	1,500	-
0100-05-113-0701-	41400	SS CAREER DEVELOPMENT	-	-	-	10,000	16,000	6,000
0100-05-113-0701-	42100	FICA	91,654	94,468	100,158	107,230	120,148	12,918
0100-05-113-0701-	42210	RETIREMENT	182,430	170,422	180,073	189,891	214,460	24,570
0100-05-113-0701-	42300	HOSPITAL/MEDICAL PLANS	167,742	141,355	153,203	198,606	240,144	41,538
0100-05-113-0701-	42400	GROUP LIFE INSURANCE	13,801	15,671	16,291	17,097	19,309	2,212
0100-05-113-0701-	42500	DISABILITY INSURANCE	186	205	637	715	1,767	1,052
0100-05-113-0701-	42700	WORKER'S COMPENSATION	2,800	3,016	3,652	3,700	4,545	845
0100-05-113-0701-	43101	PROFESSIONAL SERVICES	42,689	22,588	6,521	10,000	8,000	(2,000)
0100-05-113-0701-	43142	SS ADMINREUNIFICATION PSSF 86	-	-	-	-	-	-
0100-05-113-0701-	43310	REPAIRS AND MAINTENANCE	-	-	-	1,500	1,500	-
0100-05-113-0701-	43320	MAINTENANCE SVS CONTRACTS	1,044	78	171	8,133	9,283	1,150
0100-05-113-0701-	43500	PRINTING & BINDING	166	559	68	500	300	(200)
0100-05-113-0701-	43600	ADVERTISING	-	-	-	-	-	-
0100-05-113-0701-	44200	AUTOMOTIVE/MOTOR POOL	1,529	1,082	1,477	3,000	2,000	(1,000)
0100-05-113-0701-	45210	POSTAL SERVICE	6,256	4,597	3,357	5,500	5,300	(200)
0100-05-113-0701-	45230	TELEPHONE	11,335	9,593	9,732	12,105	10,500	(1,605)
0100-05-113-0701-	45234	CABLE SERVICES	-	156	225	226	226	-
0100-05-113-0701-	45305	MOTOR VEHICLE INSURANCE	1,756	1,740	2,128	2,300	2,000	(300)
0100-05-113-0701-	45307	PUBLIC OFFICIAL LIAB.INS	1,911	1,911	1,911	1,911	1,911	-
0100-05-113-0701-	45410	LEASE/RENT EQUIPMENT	7,368	7,714	8,920	8,500	8,500	-
0100-05-113-0701-	45508	FOSTER PARENT TRAINING 873	-	-	-	-	-	-
0100-05-113-0701-	45509	IV-E FOSTER/ADOPT/VOL TRAINING	-	-	167	-	-	-
0100-05-113-0701-	45510	MILEAGE	-	-	-	-	-	-
0100-05-113-0701-	45530	SUBSISTENCE & LODGING	-	-	-	-	-	-
0100-05-113-0701-	45540	CONVENTION & EDUCATION	2,649	3,600	3,982	2,750	3,250	500
0100-05-113-0701-	45600	COUNTY CONTRIBUTIONS	4,500	7,000	-	4,500	5,500	1,000
0100-05-113-0701-	45810	DUES AND MEMBERSHIPS	740	340	1,080	1,090	1,295	205
0100-05-113-0701-	46001	OFFICE SUPPLIES	15,900	19,143	10,999	18,500	18,500	-
0100-05-113-0701-	46002	FOOD SUPPLIES	352	1,206	548	750	750	-
0100-05-113-0701-	46008	VEHICLE & EQUIP. FUEL	3,428	2,531	3,142	3,500	3,100	(400)
0100-05-113-0701-	46009	VEHICLE & EQUIP. SUPPLIES	155	213	290	-	-	-
0100-05-113-0701-	46024	DATA PROCESSING SUPPLIES	-	-	-	-	-	-
0100-05-113-0701-	48102	FURNITURE & FIXTURES	260	1,205	-	1,500	750	(750)
0100-05-113-0701-	48105	MOTOR VEHICLES	19,845	19,884	-	20,840	20,996	156
0100-05-113-0701-	48107	INFO TECH EQUIPMENT	-	-	60,197	-	-	-
			1,824,352	1,800,869	1,922,785	2,026,047	2,274,602	248,555

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Social Services	Director of Social Services	FT	1	1	0
Social Services	Deputy Director, Social Services	FT	1	1	0
Social Services	Manager V, Social Services Administration	FT	1	1	0
Social Services	Manager V, SS Case Management (Social Worker)	FT	1	1	0
Social Services	Manager IV, Advanced SS Case Management (Social Worker)	FT	2	2	0
Social Services	Manager III, SS Case Management (Social Worker)	FT	7	7	0
Social Services	Manager III, SS Case Management (Social Worker)	PT	0.5	0.5	0
Social Services	Benefits Program Supervisor	FT	1	1	0
Social Services	Benefits Program Specialist III	FT	5	5	0
Social Services	Benefits Program Specialist IV	FT	2	2	0
Social Services	Office Manager	FT	1	1	0
Social Services	Administrative Support Specialist II	FT	2	3	1
Social Services	Administrative Support Specialist III	FT	2	2	0
			26.5	27.5	1

Public Assistance

Public Assistance								
Location Code		0702						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-113-0702-	42100	FICA	824	574	297	1,000	1,000	-
0100-05-113-0702-	43142	REUNIFICATION (PSSF) 866	11,422	9,750	10,694	17,728	17,728	-
0100-05-113-0702-	45704	AUXILIARY GRANTS- 804	45,268	41,393	54,748	50,800	55,000	4,200
0100-05-113-0702-	45705	AID TO DEPENDENT CHILDREN 848	-	-	-	1,000	1,000	-
0100-05-113-0702-	45706	ADC/FOSTER CARE 811	104,831	65,210	35,557	150,000	80,000	(70,000)
0100-05-113-0702-	45707	EMERGENCY ASSISTANCE 810	-	-	-	500	500	-
0100-05-113-0702-	45713	ADULT SERVICES 833	10,775	7,509	3,879	14,500	14,500	-
0100-05-113-0702-	45714	VIEW PURCHASED SERV. 872	12,899	5,893	2,767	37,836	37,850	14
0100-05-113-0702-	45716	PURCHASED SERVICE-JOBS	541	-	-	-	-	-
0100-05-113-0702-	45718	SUBSIDIZED ADOPTIONS 812	180,041	225,066	252,579	200,424	298,050	97,626
0100-05-113-0702-	45719	RESPIRE CARE - 864	520	655	290	1,125	1,875	750
0100-05-113-0702-	45720	INDEPENDENT LIVING 861	15	-	-	-	2,650	2,650
0100-05-113-0702-	45721	INDEPENDENT LIVING- POS 862	915	477	1,612	1,932	1,932	-
0100-05-113-0702-	45723	FAMILY PRESERVATION SSBG 829	517	458	1,086	2,878	2,900	22
0100-05-113-0702-	45729	FOSTERING FUTURES 814	-	-	-	6,957	7,500	543
0100-05-113-0702-	45740	CDC QUALITY INIT GRANT 890	7,425	7,425	-	-	-	-
0100-05-113-0702-	45725	ADULT PROTECTIVE SERVICES 895	4,422	560	3,396	6,397	6,400	3
0100-05-113-0702-	45726	CRISIS STABILIZATION	1,139	-	-	-	-	-
0100-05-113-0702-	45728	SPECIAL NEEDS ADOPTION 817	73,146	61,059	49,957	111,000	111,000	-
0100-05-113-0702-	45733	IV-E NP CHILD PLACING AGN	-	-	-	-	-	-
0100-05-113-0702-	45734	IV-E CHILD RESIDENTIAL	-	-	-	-	-	-
0100-05-113-0702-	45757	SS PROGRAMS - ADOPT INCENTIVE	-	-	-	-	-	-
0100-05-113-0702-	45787	CHILD WELFARE SA & SUPP SVCS	-	-	4,172	-	4,600	4,600
			454,700	426,029	421,033	604,077	644,485	40,408

Comprehensive Services Act

Administration:

CSA/At Risk Youth								
Location Code		0703						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-113-0703-	41100	SALARIES & WAGES-REGULAR	4,315	9,000	7,500	9,000	9,900	900
0100-05-113-0703-	42100	FICA	330	-	-	-	-	-
0100-05-113-0703-	42400	GROUP LIFE INSURANCE	-	-	-	-	-	-
0100-05-113-0703-	42700	WORKER'S COMPENSATION	-	-	-	-	-	-
0100-05-113-0703-	43101	PROFESSIONAL SERVICES	224	825	575	1,000	-	(1,000)
0100-05-113-0703-	45210	POSTAL SERVICE	204	233	159	100	200	100
0100-05-113-0703-	45540	CONVENTION & EDUCATION	2,712	2,776	2,724	3,000	3,200	200
0100-05-113-0703-	46024	DATA PROCESSING SUPPLIES	308	-	-	500	300	(200)
0100-05-113-0703-	46001	OFFICE SUPPLIES	760	914	615	900	900	-
0100-05-113-0703-	46002	FOOD SUPPLIES	-	-	-	500	300	(200)
0100-05-113-0703-	48107	INFO TECH EQ	-	-	-	-	200	200
			8,853	13,747	11,573	15,000	15,000	-

State Programs:

CSA State								
Location Code		0704						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-113-0704-	45741	THERAPEUTIC FOSTER CARE	6,244	14,146	-	7,000	54,000	47,000
0100-05-113-0704-	45742	THERAPEUTIC FOSTER CARE	151,200	95,737	125,915	136,500	137,000	500
0100-05-113-0704-	45743	STATE TFC PAR AGRMT NCFC	-	-	2,922	-	-	-
0100-05-113-0704-	45745	SPECIALIZED FOSTER CARE	-	-	-	-	-	-
0100-05-113-0704-	45746	FC IV-E COMM BASED	2,910	-	252	500	-	(500)
0100-05-113-0704-	45747	FSTR CARE MAINT ONLY	16,176	-	-	6,000	-	(6,000)
0100-05-113-0704-	45748	FC MAINT & OTHER	22,368	36,464	29,837	20,000	20,000	-
0100-05-113-0704-	45749	PREV COM BASED SVC	9,664	8,093	17,184	10,000	7,000	(3,000)
0100-05-113-0704-	45754	SPD PRIV DAY FACILITY	1,126,063	963,784	1,092,170	1,035,000	1,537,000	502,000
0100-05-113-0704-	45755	SPD WRAP AROUND	-	-	-	3,000	-	(3,000)
0100-05-113-0704-	45781	FC IV-E CONG CARE	1,996	-	-	-	-	-
0100-05-113-0704-	45782	FC CONG RES NON IV-E	51,516	56,130	55,822	42,000	-	(42,000)
0100-05-113-0704-	45783	CSA STATE RES CONG CARE PP	-	-	1,845	-	55,000	55,000
0100-05-113-0704-	45785	SPED CONG CARE ED SRVC	-	4,185	46,842	-	140,000	140,000
			1,388,137	1,178,539	1,372,790	1,260,000	1,950,000	690,000
		SCHOOL RELATED						

NOTES: There is a large projected increase in CSA expenditures of \$690,000 (54.8%) over the adopted FY2019 budgeted amount.

Tax Relief for the Elderly/Disabled

Tax Relief for Elderly/ Disabled								
Location Code		0706						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-113-0706-	45732	TAX RELIEF ELDERLY/DISAB	214,184	195,670	159,459	190,000	170,000	(20,000)
			214,184	195,670	159,459	190,000	170,000	(20,000)

The budgeted amount for Tax Relief for Elderly/Disabled has been reduced for FY2020 to more closely mirror actual expenditures in FY18 and in FY19 (FY19 amount is \$152,117).

NON-DEPARTMENTAL

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Other							
0901	Registrar	281,578	256,655	258,820	278,497	296,818	18,321
0902	Circuit Court	154,652	141,012	115,597	145,192	150,006	4,814
0903	General District Court	35,976	46,799	44,995	47,920	47,920	-
0904	Magistrate	273	246	373	475	475	-
0905	Law Library	11,655	12,745	12,372	-	-	-
0906	Victim Witness	69,572	90,475	95,770	115,798	116,712	914
0907	Board and Care of Prisoners	1,651,900	1,530,976	1,736,002	1,612,131	2,329,585	717,454
0908	Court Services	897	258	3,310	2,100	4,000	1,900
0909	Juvenile Services VJCCCA	74,999	74,831	77,907	83,013	89,428	6,415
0910	Local Health Department	222,377	222,377	222,377	222,377	222,377	-
0911	Dist. 19 MHMR Services Board	99,305	99,305	107,342	107,342	110,562	3,220
0912	Contribution to Colleges	-	12,000	14,494	16,459	16,622	163
0913	Regional Library	568,423	579,794	592,224	598,146	604,127	5,981
0914	Soil & Water Conservation	14,250	14,250	18,000	20,000	21,000	1,000
0915	Resource Cons. & Develop. Council	3,000	3,000	3,000	3,000	3,000	-
0916	Cooperative Extension Office	61,679	62,907	64,807	83,933	83,490	(443)
0917	Other Functions	125,697	171,923	103,101	268,024	97,530	(170,494)
0918	Farmer's Market	4,173	9,239	9,131	10,959	11,959	1,000
	Total Other	3,380,406	3,328,792	3,479,621	3,615,366	4,205,611	590,245
	Contingencies	1,392	-	-	157,230	111,027	(46,203)
	Transfer to Schools-Operating & Textbook	17,098,213	13,143,477	15,993,667	16,800,295	16,687,651	(112,644)
	Transfer to LOSAP Fund	104,500	104,500	135,000	135,000	141,000	6,000
	Transfer to Countywide Debt Service	6,579,828	6,968,597	7,198,155	7,223,095	7,160,506	(62,589)
	Transfer to Community Corrections	85,642	88,853	91,260	82,846	64,608	(18,238)
	Transfer to Economic Development	865,600	444,965	376,112	376,112	-	(376,112)
	Transfer to Capital Projects Fund	598,330	561,393	2,987,067	75,010	162,537	87,527
	TRANSFERS	25,332,112	21,311,785	26,781,261	24,692,358	24,216,302	(476,056)

Registrar

The Registrar's Office's primary duties are to maintain the voter registration records of the County. This includes processing new voter registration applications, address changes, deaths and felony convictions. The Office also provides voter information, election statistics and precinct locations and changes to the public. During local elections the office processes candidates and maintains candidate files. The Office also works at the discretion of the Electoral Board and is instrumental in planning and conducting elections.

The three-member Electoral board is responsible for planning and conducting elections in the County. They are appointed by the Circuit Judges and two members are required to represent the political party of the Governor currently serving. The Electoral Board appoints the General Registrar and Officers of Election and handles legal matters concerning elections or precincts. The Office also oversees the operation of the Registrar's Office and delegates duties to the Registrar when necessary.

Registrar								
Location Code	0901							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-01-003-0901-	41100	SALARIES & WAGES-REGULAR	110,527	112,963	116,267	115,729	99,283	(16,445)
0100-01-003-0901-	41200	SALARIES & WAGES-OVERTIME	6,696	8,471	-	5,500	6,000	500
0100-01-003-0901-	41300	PART-TIME SALARIES & WAGE	18,774	19,288	20,840	21,125	22,000	875
0100-01-003-0901-	41301	COMP. COMMISSION MEMBERS	-	-	-	3,080	3,080	-
0100-01-003-0901-	41041	COMP/OFFICERS OF ELECTION	40,295	32,298	31,461	31,000	41,257	10,257
0100-01-003-0901-	42100	FICA	10,737	11,211	10,917	13,497	13,129	(368)
0100-01-003-0901-	42210	RETIREMENT	17,262	16,208	16,208	16,839	14,446	(2,393)
0100-01-003-0901-	42300	HOSPITAL/MEDICAL PLANS	17,104	13,809	14,639	16,325	18,429	2,104
0100-01-003-0901-	42400	GROUP LIFE INSURANCE	1,306	1,466	1,466	1,516	1,301	(215)
0100-01-003-0901-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0100-01-003-0901-	42700	WORKER'S COMPENSATION	135	129	157	157	193	36
0100-01-003-0901-	43101	PROFESSIONAL SERVICES	9,995	6,700	5,590	6,300	10,500	4,200
0100-01-003-0901-	43310	REPAIRS AND MAINTENANCE	-	175	-	3,000	3,000	-
0100-01-003-0901-	43320	MAINTENANCE SVS CONTRACTS	4,422	3,000	3,500	4,500	6,000	1,500
0100-01-003-0901-	43600	ADVERTISING	708	325	-	500	1,000	500
0100-01-003-0901-	45210	POSTAL SERVICE	6,354	3,909	3,896	3,500	6,000	2,500
0100-01-003-0901-	45230	TELEPHONE	2,801	2,603	2,304	2,500	2,800	300
0100-01-003-0901-	45410	LEASE/RENT EQUIPMENT	2,222	2,046	3,218	2,200	3,300	1,100
0100-01-003-0901-	45420	LEASE/RENT OF BUILDING	600	400	1,000	800	1,200	400
0100-01-003-0901-	45510	MILEAGE	2,291	2,498	2,322	2,000	3,000	1,000
0100-01-003-0901-	45540	CONVENTION & EDUCATION	1,329	1,854	3,916	4,000	4,000	-
0100-01-003-0901-	45810	DUES AND MEMBERSHIPS	360	470	380	380	500	120
0100-01-003-0901-	46001	OFFICE SUPPLIES	3,644	3,879	3,638	3,500	4,000	500
0100-01-003-0901-	46002	FOOD SUPPLIES	342	195	1,038	350	400	50
0100-01-003-0901-	46014	OTHER OPERATING SUPPLIES	1,483	640	543	1,200	2,000	800
0100-01-003-0901-	46021	BALLOTS	16,261	11,395	11,621	13,000	20,000	7,000
0100-01-003-0901-	46024	DATA PROCESSING SUPPLIES	5,931	418	1,499	1,000	5,000	4,000
0100-01-003-0901-	48107	INFO TECHNOLOGY EQUIPMENT	-	304	2,400	5,000	5,000	-
			281,578	256,655	258,820	278,497	296,818	18,321

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Registrar	General Registrar	FT	1	1	0
Registrar	Deputy Registrar	FT	1	1	0
Registrar	Deputy Registrar	PT	0.5	0.5	0
			2.5	2.5	0

Circuit Court

The Circuit Court is the trial court with the broadest powers in Virginia. The Circuit Court handles all civil cases with claims of more than \$15,000. It shares authority with the General District Court to hear matters involving between \$4,500 and \$15,000. The Circuit Court has the authority to hear serious criminal cases called felonies.

The Circuit Court also handles family matters, including divorce. In addition, the Circuit Court hears cases appealed from the General District Court and from the Juvenile and Domestic Relations District Court.

Circuit Court								
Location Code	0902							
	</							

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Circuit Court - Judge	Court Administrator	FT	1	1	0
			1	1	0

The salary and benefit costs for the Court Administrator reflected above are shared between Brunswick County, Greensville County, Surry County, Sussex County, and the City of Hopewell. Prince George bills these municipalities quarterly.

General District Court

The General District Court handles most traffic violations. The General District Court also hears minor civil and criminal cases known as misdemeanors and conducts preliminary hearings for more serious criminal cases called felonies.

The General District Court has exclusive authority to hear civil cases with claims of \$4,500 or less and shares authority with the Circuit Courts to hear cases with claims between \$4,500 and \$15,000. Examples of civil cases are landlord and tenant disputes, contract disputes and personal injury actions.

General District Court								
Location Code	0903							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-010-0903-	43101	PROFESSIONAL SERVICES	-	1,689	123	500	500	-
0100-02-010-0903-	43150	LEGAL SERVICES	22,944	28,695	28,862	30,000	30,000	-
0100-02-010-0903-	45210	POSTAL SERVICE	70	-	78	70	70	-
0100-02-010-0903-	45230	TELEPHONE	2,065	2,464	2,097	2,500	2,500	-
0100-02-010-0903-	45410	LEASE/RENT EQUIPMENT	8,764	9,272	9,766	10,000	10,000	-
0100-02-010-0903-	45540	CONVENTION & EDUCATION	1,076	3,041	3,028	3,000	3,000	-
0100-02-010-0903-	45810	DUES AND MEMBERSHIPS	-	-	200	200	200	-
0100-02-010-0903-	46001	OFFICE SUPPLIES	210	643	201	500	500	-
0100-02-010-0903-	46002	FOOD SUPPLIES	69	396	417	300	300	-
0100-02-010-0903-	46024	DATA PROCESSING SUPPLIES	380	-	-	500	500	-
0100-02-010-0903-	46012	BOOKS & SUBSCRIPTIONS	398	599	224	350	350	-
			35,976	46,799	44,995	47,920	47,920	-

Magistrate

The principal function of the magistrate is to provide an independent, unbiased review of complaints brought to the office by police officers, sheriffs, deputies and citizens. Magistrates are not police officers nor are they in any way connected with law enforcement. Instead, magistrates are issuing officers who serve as a buffer between law enforcement and society. Most magistrates are not lawyers; however, they are specially trained to perform such duties as issuing search warrants, subpoenas, arrest warrants, summonses and setting bail.

Magistrate								
Location Code		0904						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-010-0904-	45230	TELEPHONE	-	-	-	100	-	(100)
0100-02-010-0904-	45810	DUES AND MEMBERSHIPS	-	-	-	-	-	-
0100-02-010-0904-	46001	OFFICE SUPPLIES	104	246	180	200	225	25
0100-02-010-0904-	48102	FURNITURE & FIXTURES - REPL	168	-	-	175	250	75
0100-02-010-0904-	48103	COMMUNICATION EQUIPMENT	-	-	193	-	-	-
			273	246	373	475	475	-

Victim Witness

The Victim/Witness Assistance Program provides the following services:

- Victim's Rights information and explanation
- Assist victims in obtaining protective orders
- Assist victims in seeking and securing restitution
- Assist victims in completing and forwarding notification request forms to the Commonwealth's Attorneys' offices, to court clerks, and other appropriate agencies in order to be notified of all court proceedings in which the victims are involved
- Assist victims in the completion and forwarding of notification request forms to local jails and state correctional facilities to ensure that victims are notified of the escape, change of name, transfer, release or discharge of a prisoner
- Assist victims in the preparation of victim impact statements
- Assist victims in completing confidentiality request forms and filing them with the appropriate court
- Provide victims with names, addresses and telephone numbers of appropriate agencies that offer crisis intervention, follow-up counseling and support groups
- Provide victims with the final disposition of their cases
- Provide descriptive or guided tours of the courtroom in which the victim's case will be heard
- Accompany victims to courts, to meetings with law enforcement or prosecutors and/or other appropriate criminal justice agencies
- Provide explanations of the overall criminal justice process, as well as detailed explanations of each hearing or step in the process
- Provide victims with escort (i.e., to physically go with the victim) services related to the investigation or adjudication of a criminal case
- Provide victims with advance notification of judicial proceedings relating to their cases and inform them of any changes in court dates
- Assist victims with reservations, travel reimbursements or arranging transportation by commercial carrier or law enforcement

Victim Witness (Continued)

Victim Witness								
Location Code	0906							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-02-010-0906-	41100	SALARIES & WAGES-REGULAR	41,655	47,137	50,151	48,660	49,672	1,013
0100-02-010-0906-	41300	PART-TIME WAGES	-	16,275	11,917	19,968	19,968	-
0100-02-010-0906-	42100	FICA	3,102	4,628	4,358	5,250	5,327	77
0100-02-010-0906-	42210	RETIREMENT	6,552	6,816	6,816	7,080	7,227	147
0100-02-010-0906-	42300	HOSPITAL/MEDICAL PLANS	8,524	7,748	9,352	14,634	9,504	(5,131)
0100-02-010-0906-	42400	GROUP LIFE INSURANCE	496	617	617	637	651	13
0100-02-010-0906-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0100-02-010-0906-	42700	WORKER'S COMPENSATION	42	50	77	74	91	17
0100-02-010-0906-	43101	PROFESSIONAL SERVICES	-	37	-	-	-	-
0100-02-010-0906-	43320	MAINTENANCE SERVICE CONTRACTS	360	360	360	360	500	140
0100-02-010-0906-	45210	POSTAL SERVICE	-	250	250	250	250	-
0100-02-010-0906-	45230	TELEPHONE	10	-	-	500	650	150
0100-02-010-0906-	45510	MILEAGE	-	217	372	358	982	624
0100-02-010-0906-	45540	CONVENTION & EDUCATION	233	1,380	602	1,575	3,077	1,502
0100-02-010-0906-	45810	DUES AND MEMBERSHIPS	100	100	100	200	250	50
0100-02-010-0906-	46001	OFFICE SUPPLIES	431	2,313	2,433	1,350	2,800	1,450
0100-02-010-0906-	46002	FOOD SUPPLIES	-	-	-	-	-	-
0100-02-010-0906-	46014	OTHER OPERATING SUPPLIES	8,067	302	220	200	1,400	1,200
0100-02-010-0906-	46042	OTHER SUPPLIES (GRANTS)	-	-	8,085	12,401	14,362	1,961
0100-02-010-0906-	48102	FURNITURE AND FIXTURES	-	873	-	900	-	(900)
0100-02-010-0906-	48107	INFO TECH EQUIPMENT	-	1,373	61	1,400	-	(1,400)
			69,572	90,475	95,770	115,798	116,712	914

Department	Title	Status	FUNDED POSITIONS		
			FY 2018-19	FY 2019-20	Change
Victim Witness	Victim Witness Program Coordinator	FT	1	1	0
			1	1	0

FY2020 Budget Notes: There are no significant changes for the Victim Witness budget for FY2020.

Board and Care of Prisoners

The Board and Care of Prisoners budget is used to pay for the housing of prisoners at Riverside Regional Jail and Crater Detention Center. Prince George County's anticipated share and budgeted expenditures are based on budgeted contributions from participating jurisdictions in the adopted budgets for Riverside Regional Jail and the Crater Youth Care Commission. For FY2020 there is a large \$676,886 (50%) projected increase to Riverside Regional Jail based on an increase in Prince George census and an increase in the per diem rate charged by RRJ (\$40 to \$43). Riverside Regional Jail operations have been significantly impacted by a considerable census reduction for a large participating jurisdiction.

Board and Care of Prisoners								
Location Code		0907						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-300-0907-	43840	RIVERSIDE REGIONAL JAIL	1,383,392	1,276,701	1,496,966	1,354,890	2,031,776	676,886
0100-03-300-0907-	45230	TELEPHONE	1,197	1,141	1,277	1,500	1,500	-
0100-03-300-0907-	46002	PRISONER TRANSPORT & MEALS	-	-	-	-	500	500
0100-03-300-0907	46008	VEHICLE & EQUIP FUEL	-	-	-	600	600	-
0100-03-300-0907-	47002	CRATER YOUTH CARE COMM	267,311	253,134	237,759	255,141	295,209	40,068
			1,651,900	1,530,976	1,736,002	1,612,131	2,329,585	717,454

Juvenile Services / Court Services Unit

In 1995, the Virginia General Assembly passed the Virginia Juvenile Community Crime Control Act (VJCCCA) to deter crime by providing immediate and effective punishment, emphasizing accountability of the juvenile offender and reducing repeat offenses. In Prince George County, these funds are used to:

1. Provide supervision of cases ordered to complete community service work by the Juvenile and Domestic Relations Court
2. Provide electronic monitoring for cases ordered by the Court as an alternative to secure detention
3. Provide individual, group or family counseling to juvenile offenders

Court Services:

Court Services								
Location Code	0908							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-300-0908-	43310	REPAIRS AND MAINTENANCE	-	-	-	500	500	-
0100-03-300-0908-	44200	AUTOMOTIVE/MOTOR POOL	-	34	-	200	200	-
0100-03-300-0908-	45230	TELEPHONE	897	224	3,310	1,400	3,300	1,900
0100-03-300-0908-	45420	LEASE/RENT OF BUILDING	-	-	-	-	-	-
0100-03-300-0908-	46001	OFFICE SUPPLIES	-	-	-	-	-	-
			897	258	3,310	2,100	4,000	1,900

VJCCCA:

VJCCCA								
Location Code	0909							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-03-300-0909-00	41100	SALARIES & WAGES-REGULAR	48,394	49,361	51,562	50,036	54,055	4,019
0100-03-300-0909-	42100	FICA	3,562	3,609	3,645	3,828	4,135	307
0100-03-300-0909-	42210	RETIREMENT	7,469	7,013	7,013	7,280	7,865	585
0100-03-300-0909-	42300	HOSPITAL/MEDICAL PLANS	8,139	6,839	11,188	12,054	13,315	1,260
0100-03-300-0909-	42400	GROUP LIFE INSURANCE	565	634	634	655	708	53
0100-03-300-0909-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0100-03-300-0909-	42700	WORKER'S COMPENSATION	788	800	835	835	1,026	191
0100-03-300-0909-	43101	PROFESSIONAL SERVICES	516	-	-	-	-	-
0100-03-300-0909-	43170	OUTREACH DETENTION	88	922	915	800	800	-
0100-03-300-0909-	43176	INDIVIDUAL COUNSELING	-	-	-	-	-	-
0100-03-300-0909-	43310	REPAIRS & MAINTENANCE	-	-	-	-	-	-
0100-03-300-0909-	45210	POSTAGE	32	36	38	-	-	-
0100-03-300-0909-	45230	TELEPHONE	3,932	4,115	1,013	6,000	5,849	(151)
0100-03-300-0909-	45305	VEHICLE INSURANCE	238	243	237	237	426	189
0100-03-300-0909-	45420	LEASE/RENT OF BUILDING	-	-	-	-	-	-
0100-03-300-0909-	45541	TRAINING	64	195	-	500	500	-
0100-03-300-0909-	46001	OFFICE SUPPLIES	541	318	340	488	450	(38)
0100-03-300-0909-	46008	VEHICLE & EQUIP. FUEL	671	746	485	300	300	-
0100-03-300-0909-	48107	INFO TECH EQUIPMENT	-	-	-	-	-	-
			74,999	74,831	77,907	83,013	89,428	6,415

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
VJCCCA	Probation Officer	FT	1	1	0
			1	1	0

Local Health Department

The mission of the local health department is to work together to promote healthy lifestyles through disease prevention, health education and environmental protection. A list of services is provided on the Virginia Department of Health website.

<http://www.vdh.virginia.gov/vdh-programs/>

Information regarding the local Prince George Health Department is available as well.

Health Department								
Location Code	0910							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-111-0910-	45610	PAYMENT/STATE HEALTH DEPT	222,377	222,377	222,377	222,377	222,377	-
			222,377	222,377	222,377	222,377	222,377	-

District 19

District 19 Community Services Board (D19 CSB) is a multi-jurisdictional, community-based organization whose mission is to improve the quality and productivity of the lives of individual who experience or at risk of experiencing mental disabilities and/or substance abuse. The mission is accomplished through a fully-integrated continuum of services in collaboration with the localities of Colonial Heights, Dinwiddie, Emporia, Greensville, Hopewell, Petersburg, Prince George, Surry and Sussex. The 24-hour services line is (804) 862-8000 or toll-free 1-866-365-2130.

Dist. 19 Comm. Svc. Board								
Location Code	0911							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-05-112-0911-	45620	MHMR SERVICES BOARD	99,305	99,305	107,342	107,342	110,562	3,220
			99,305	99,305	107,342	107,342	110,562	3,220

Contributions to Colleges

The Contributions to Colleges function was created for FY16/17 to house contributions to local community colleges.

Contribution to Colleges								
Location Code		0912						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-06-206-0912-00	45694	RICHARD BLAND COLLEGE	-	10,000	10,000	12,000	12,000	-
0100-06-206-0912-00	45695	JOHN TYLER COMMUNITY COLLEGE	-	2,000	4,494	4,459	4,622	163
0100-06-206-0912-00	45696	VIRGINIA STATE UNIVERSITY	-	-	-	-	-	-
			-	12,000	14,494	16,459	16,622	163

Regional Library

The Appomattox Regional Library System serves as an informative agency to the local governments of Hopewell, Prince George County and Dinwiddie County. All possible cooperation and service will be rendered to agencies of these governments. The Appomattox Regional library System does not discriminate on the basis of disability in the admission, access to, or employment in, its programs and activities.

All residents of the City of Hopewell, Prince George County and Dinwiddie County of all ages are granted full use of all services of the Appomattox Regional Library System. Everyone is welcome to use the services of the Appomattox Regional Library on library property.

Regional Library								
Location Code		0913						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-07-213-0913-	45600	COUNTY CONTRIBUTIONS	568,423	579,794	592,224	598,146	604,127	5,981
			568,423	579,794	592,224	598,146	604,127	5,981

James River Soil & Water Conservation District

The James River Soil and Water Conservation District is a political subdivision of the Commonwealth of Virginia, organized and managed by local people assigned under law with the responsibility of protecting and improving our soil and water resources. The public elects two directors from Chesterfield County and Prince George County and two positions are appointed, each serving a four-year term. The District is principally supported by financial assistance received from the Department of Conservation and Recreation with local funding support from the Counties they serve. In partnership with local, state and federal agencies, the District provides technical assistance to landowners, units of government and others to identify, discuss and solve natural resources conservation issues.

Soil & Water Conservation District								
Location Code	0914							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-08-302-0914-	45600	COUNTY CONTRIBUTIONS	14,250	14,250	18,000	20,000	21,000	1,000
			14,250	14,250	18,000	20,000	21,000	1,000

Resource Conservation & Development Council

South Centre Corridors Resources Conservation and Development Council (RC&D) was formed January 2002. It was created to help people protect and develop their natural, economic and social resources in an effort to improve their area's economy, environment and the quality of life. The RC&D Council helps plan and carry out activities that increase conservation of natural resources, support economic development and enhance the environment and standard of living.

RC&D								
Location Code	0915							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-08-302-0915	45600	COUNTY CONTRIBUTIONS	3,000	3,000	3,000	3,000	3,000	-
			3,000	3,000	3,000	3,000	3,000	-

Cooperative Extension Office

The Virginia Cooperative Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments. The Virginia Cooperative Extension provides programs and information covering the broad areas of agriculture, families and 4-H. Follow the link through the Virginia Cooperative Extension for details.

<http://www.ext.vt.edu/>

Cooperative Extension Program								
Location Code		0916						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-08-302-0916-	41100	SALARIES & WAGES-REGULAR	49,628	50,938	56,126	64,000	64,000	-
0100-08-302-0916-	41300	PART-TIME SALARIES & WAGE	5,554	4,032	3,463	10,000	10,000	-
0100-08-302-0916-	42100	FICA	425	309	265	765	765	-
0100-08-302-0916-	42700	WORKER'S COMPENSATION	15	15	16	18	25	7
0100-08-302-0916-	45210	POSTAL SERVICE	583	385	412	700	700	-
0100-08-302-0916-	45230	TELEPHONE	2,389	2,425	2,384	4,700	3,500	(1,200)
0100-08-302-0916-	45810	DUES AND MEMBERSHIPS	310	310	370	400	400	-
0100-08-302-0916-	46001	OFFICE SUPPLIES	1,215	2,064	1,430	2,250	2,500	250
0100-08-302-0916-	46012	BOOKS & SUBSCRIPTIONS	251	250	250	350	350	-
0100-08-302-0916-	46014	OTHER OPERATING SUPPLIES	1,308	2,180	91	750	1,250	500
			61,679	62,907	64,807	83,933	83,490	(443)

Other Functions & Transfers

The Other Functions department (0917) houses expenditures that are not department specific and transfers from the General Fund to other County Funds and the General Fund Contingency.

FY2020 Budget Notes: Notable FY2020 changes include a reduction in transfer to the Economic Development Fund and a one-time reduction in transfer to the Community Corrections Fund. Economic Development Machinery & Tools tax rebates will be fully supported by meals tax collections in FY2020. Community Corrections will utilize some fund balance in FY2020 to provide participating localities a one-time reduction in contributions for operations. The School transfer is calculated in accordance with the Memorandum of Understanding as modified by the Board of Supervisors. The FY2020 school transfer is lower than the FY2019 transfer due to a one-time transfer from fund balance in FY2019 of \$254,000 to assist with employee health insurance rates.

Other Functions								
Location Code		0917						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-09-401-0917	42100	FICA	-	-	(153)	-	-	-
0100-09-401-0917-	42600	UNEMPLOYMENT INSURANCE	7,946	7,354	17,398	25,000	20,000	(5,000)
0100-09-401-0917-	42700	WORKER'S COMPENSATION	-	25,552	-	-	-	-
0100-09-401-0917-	42904	EMPLOYEE ASSISTANCE PROGRA	5,458	5,458	1,245	5,500	-	(5,500)
0100-09-401-0917-	43101	PROFESSIONAL SERVICES					1,000	1,000
0100-09-401-0917-	43320	MAINT SERVICE CONTRACT	3,333	3,333	3,333	5,000	3,400	(1,600)
0100-09-401-0917-	44200	AUTOMOTIVE/MOTOR POOL	2,551	1,170	2,451	3,000	2,500	(500)
0100-09-401-0917-	45210	POSTAL SERVICES	-	(989)	21,420	-	-	-
0100-09-401-0917-	45230	TELEPHONE	4,222	5,102	4,297	5,000	5,500	500
0100-09-401-0917-	45305	MOTOR VEHICLE INSURANCE	1,192	2,329	1,613	2,400	1,700	(700)
0100-09-401-0917-	45307	PUBLIC OFFICIAL LIAB.INS	18,625	18,929	9,150	20,000	9,500	(10,500)
0100-09-401-0917-	45311	UMBRELLA POLICY	21,766	30,284	24,906	25,000	25,000	-
0100-09-401-0917-	45543	TUITION/REIMBURSEMENT	4,000	5,235	(1,081)	13,500	7,500	(6,000)
0100-09-401-0917-	45541	COUNTY-WIDE TRAINING					10,000	10,000
0100-09-401-0917-	45606	HURRICANE IRENE	-	-	-	-	-	-
0100-09-401-0917-	46008	INFO TECH EQUIP	1,692	691	886	-	-	-
0100-09-401-0917-	46009	VEHICLE EQUIP SUPPLIES	453	660	-	250	250	-
0100-09-401-0917-	46075	WELLNESS ACTIVITIES	125	451	644	5,000	5,000	-
0100-09-401-0917-	48107	REPLACE INFO TECH EQUIP	31,898	46,637	-	-	-	-
0100-09-401-0917-	48265	PROPERTY ACQUISITION	-	-	-	-	-	-
0100-09-401-0917-	49126	TRANSFER FOR BUREN PRINCIPAL	22,435	19,727	16,992	158,374	6,180	(152,194)
0100-09-401-0917-	49150	TRANS. TO SCHOOL (FORMULA)	17,055,889	13,143,477	15,993,667	16,800,295	16,687,651	(112,644)
0100-09-401-0917-	49152	TRANS TO SCHOOL TEXTBOOKS	42,323	-	-	-	-	-
0100-09-401-0917-	49172	TRANS. TO CAP. PROJECTS	598,330	561,393	2,987,067	75,010	162,537	87,527
0100-09-401-0917-	49173	TRANS. TO DEBT SERVICE	6,579,828	6,968,597	7,198,155	7,223,095	7,160,506	(62,589)
0100-09-401-0917-	49174	TRANS. TO ECON. DEV.	865,600	444,965	376,112	376,112	-	(376,112)
0100-09-401-0917-	49176	TRANS. TO LOSAP FUND	104,500	104,500	135,000	135,000	141,000	6,000
0100-09-401-0917-	49179	TRANS. TO COMM CORR	85,642	88,853	91,260	82,846	64,608	(18,238)
0100-09-401-0917-	49199	CONTING FOR SALARY STUDY	-	-	-	-	-	-
0100-09-401-0917-	49199	CONTINGENCIES	1,392	-	-	157,230	111,027	(46,203)
			25,459,201	21,483,708	26,884,516	25,117,612	24,424,859	(692,753)

Farmer's Market

Prince George operates a producer-grower farmers' market. We are dedicated to building a sustainable, regional foodshed and to educating people about the benefits of sustainable agriculture. Our Farmers' Market emphasizes the direct connection between local food choices and the quality and health of our environment and daily lives. We support farmers/growers who cultivate the land using sustainable agricultural practices or raise livestock using humane and sustainable practices. By providing these farmers/growers with direct markets for their products, Prince George helps sustain the regional farm economy and helps ensure the future of farming in our area. The Rules & Procedures and Product Guidelines are used to ensure the integrity of all products sold at the Farmers Market. For additional information please contact Kirsten Cherry, Market Manager, at 804-722-8724 or email farmersmarket@princegeorgecountyva.gov.

Farmer's Market								
Location Code	0918							
							-	
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0100-09-401-0918	41300	FARMER'S MARKET WAGES	-	-	6,000	6,000	6,000	-
0100-09-401-0918	42100	FARMER'S MARKET FICA	-	-	459	459	459	-
0100-09-401-0918	45607	FARMER'S MARKET	922	4,579	2,073	1,000	2,000	1,000
0100-09-401-0918	43600	ADVERTISING	2,182	4,084	510	2,500	2,500	-
0100-09-401-0918	45609	FARMER'S MARKET SNAP	80	300	-	-	-	-
0100-09-401-0918	46001	OFFICE SUPPLIES	497	-	-	500	500	-
0100-09-401-0918	46002	FOOD SUPPLIES	492	-	-	500	500	-
0100-09-401-0918	46042	OTHER GRANT SUPPLIES	-	276	89	-	-	-
			4,173	9,239	9,131	10,959	11,959	1,000

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than those dedicated to the General Fund) that are legally restricted to expenditures for specific purposes. This chapter includes the Special Revenue Funds that are recommended to be included as part of the initial FY19/20 appropriated budget. Throughout the year, additional Special Revenue Funds will be requested for appropriation as needed.

FUNDS DESCRIBED IN THIS SECTION

COMMUNITY CORRECTIONS
ADULT EDUCATION
ECONOMIC DEVELOPMENT
TOURISM
STORMWATER
SPECIAL WELFARE
SCHOOL BUDGET

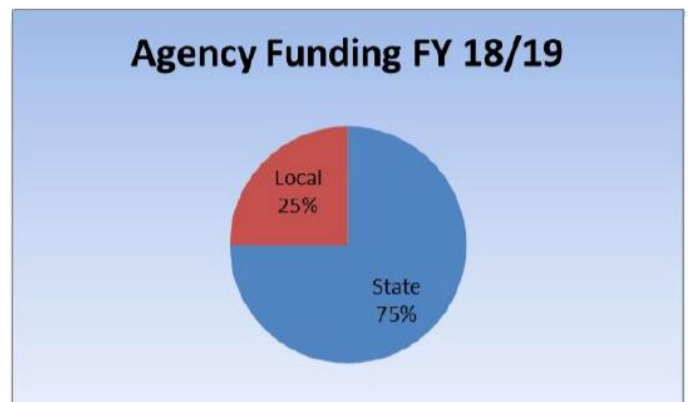
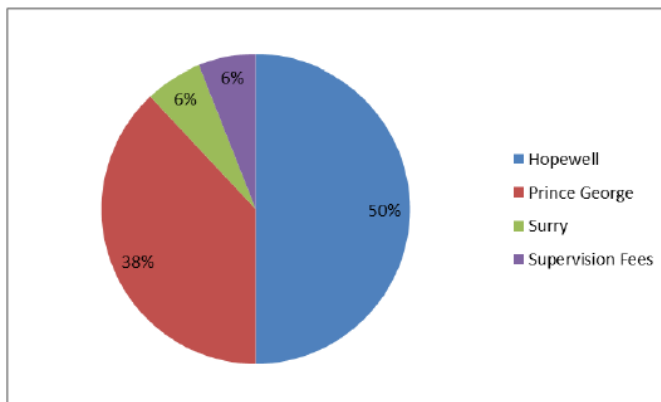
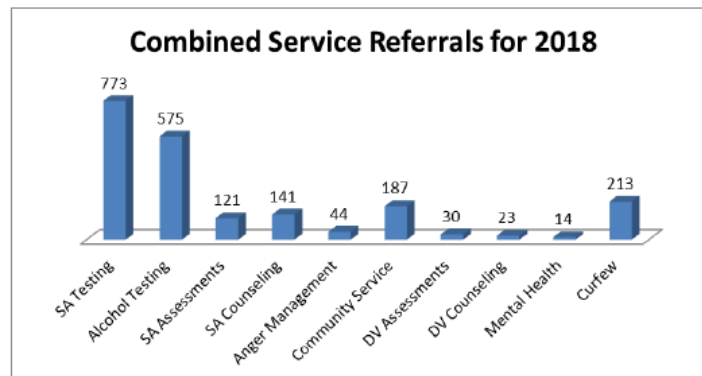
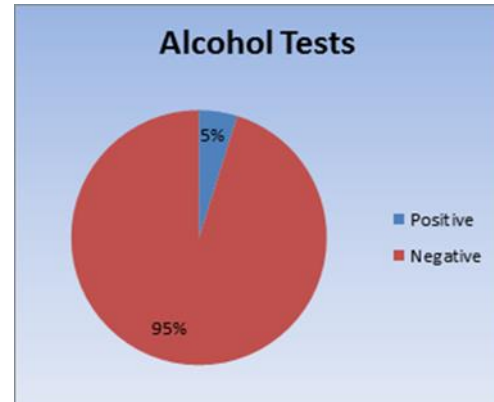
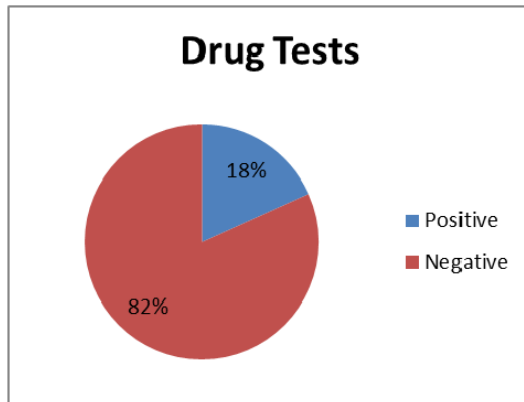
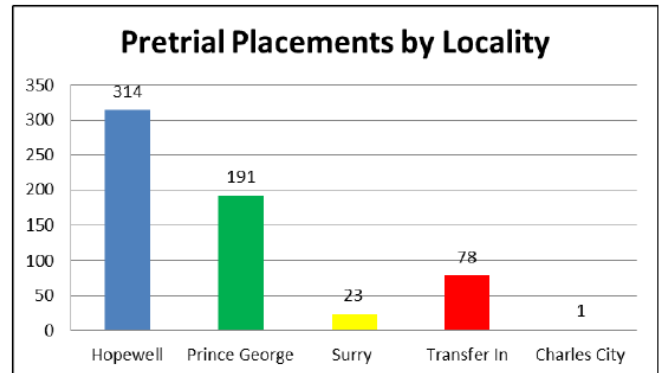
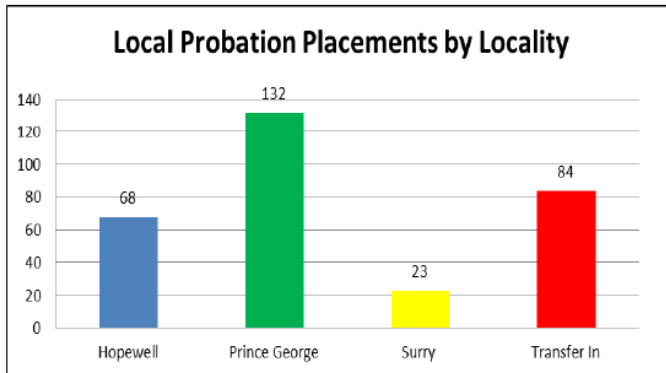
COMMUNITY CORRECTIONS

The Riverside Criminal Justice Agency (RCJA) encourages offenders and defendants to become productive, law-abiding members of society by personal choice. RCJA offers offenders and defendants the opportunity to acquire the skills and tools necessary to achieve these goals through enhanced supervision and the essential services. The agency administers the community corrections (probation), pretrial and drug court programs.

Pretrial Services provide background information and recommendations on defendants to judicial officers that will assist in determining and reconsidering bail decisions. The department also provides supervision services primarily to those arrested and admitted to bail but detained in jail in lieu of a secure bond. Pretrial supervision is intended to replace the use of a secure bond as a condition of bail, thus decreasing the risk to public safety. A Probation Officer is assigned to each case received from the participating courts, and is responsible for developing specific conditions of supervision, assessing treatment needs and reporting non-compliant behavior to the Court.

Riverside Criminal Justice Agency provides pretrial and probation supervision services to the Hopewell, Prince George and Surry Drug Court. Drug Court offers offenders the opportunity to achieve recovery through participation in a structured program of substance use treatment and intensive supervision for its participants. Drug Court is a twelve-month minimum program with four different phases of treatment and supervision. As offenders move through these phases, program requirements decline, thus increasing the opportunity for the offender to accept more responsibility for his/her sobriety and lifestyle. Successful completion of Drug Court results in a dismissal of the offender's charges.

Community Corrections Statistics



Revenues:

FUND 217 - COMMUNITY CORRECTIONS		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0217-10-506-8113-00000-000-000-000-316302-	RCC- ELECTRONIC MONITOR	3,150	3,150	8,700	3,000	4,500	1,500
0217-10-506-8113-00000-000-000-000-316304-	SUPERVISION FEES CORR	16,345	25,287	22,071	23,000	20,000	(3,000)
0217-10-507-8114-00000-000-000-000-318903-	GIFTS AND DONATIONS	-	-	-	-	-	-
CHARGES FOR SERVICES		19,495	28,437	30,771	26,000	24,500	(1,500)
0217-10-508-8114-00000-000-000-000-319205-	RCC-LOCALITY FEES	128,464	117,876	120,972	119,217	89,221	(29,996)
0217-10-508-8114-00000-000-000-000-319209-	VIDEO ARRAIGNMENT LOCAL	3,564	2,068	324	2,400	-	(2,400)
0217-10-508-8114-00000-000-000-000-319210-	DRUG COURT	8,975	10,550	15,302	5,141	13,606	8,465
RECOVERED COSTS		141,003	130,494	136,598	126,758	102,827	(23,931)
0217-20-601-8203-00000-000-000-000-326210-	COMM CORR PRETRIAL STATE	-	662,313	662,313	672,482	672,482	-
0217-20-601-8203-00000-000-000-000-326211-	COMMUNITY CORRECTIONS	660,621	-	-	-	-	-
0217-20-601-8203-00000-000-000-000-326212-	VA DRUG COURT GRANT	-	8,560	73,507	95,000	90,000	(5,000)
STATE CATEGORICAL AID		660,621	670,873	735,820	767,482	762,482	(5,000)
0217-90-901-8207-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	100,000	100,000
0217-90-901-8207-00000-000-000-000-399100-	TRANSFER FR GEN FUND	85,642	88,853	91,260	82,846	64,608	(18,238)
TOTAL: ALL NON-REVENUE SOURCES		85,642	88,853	91,260	82,846	164,608	81,762
TOTAL COMMUNITY CORRECTIONS		906,761	918,657	994,449	1,003,086	1,054,417	51,331

Expenditures:

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Community Corrections (Fund 0217):							
2179	Comm. Corr./Probation	352,156	322,859	323,926	323,736	329,516	5,780
2171	Home Electronic Monitoring	2,241	2,077	10,447	3,000	4,500	1,500
2172	Video Arraignment	3,410	2,080	1,181	2,400	-	(2,400)
2173	Other Grants	-	-	-	-	-	-
2174	Pretrial Program	308,465	338,400	338,387	338,577	342,966	4,389
2176	Drug Court	5,948	14,823	77,808	100,141	103,606	3,465
2178	Comm. Corrections- Local	174,207	164,711	220,293	235,232	273,829	38,597
	Total Community Corrections	846,427	844,948	972,042	1,003,086	1,054,417	51,331

Community Corrections expenditures are supported by grants from the Department of Criminal Justice Services through the State of Virginia and local funds appropriated by participating jurisdictions and local fees paid by the users of the program. Surry, Hopewell and Prince George currently participate in the program. Revenues and expenditures for FY19/20 are expected to be \$51,331 more than the FY18/19 budget. Fund balance of \$100,000 will be used in FY2020 to provide participating localities a one-time reduction in contributions. Community Corrections will prepare and implement a Career Development program for employees during FY2020.

Details of the funds' expenditures and positions are on the following pages.

Community Corrections:

Community Corrections								
Location Code		2179						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2179-	41100	SAL & WAGE	229,902	230,384	232,814	232,814	238,075	5,261
0217-03-300-2179-	41200	PART-TIME SAL	-	-	-	-	-	-
0217-03-300-2179-	41300	OVERTIME	11,543	2,612	-	-	-	-
0217-03-300-2179-	42100	FICA	20,842	18,460	17,748	17,748	18,151	403
0217-03-300-2179-	42210	RETIREMENT	36,164	32,208	31,856	31,856	31,856	-
0217-03-300-2179-	42300	HOSPITAL/MEDICAL PLANS	42,059	27,847	30,002	30,002	30,002	-
0217-03-300-2179-	42400	GROUP LIFE INSURANCE	2,736	2,914	2,882	2,882	2,882	-
0217-03-300-2179-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0217-03-300-2179-	42700	WORKER'S COMPENSATION	768	800	800	800	800	-
0217-03-300-2179-	43101	PROFESSIONAL SERVICES	3,521	3,237	3,332	3,237	3,295	58
0217-03-300-2179-	45230	TELEPHONE	-	-	-	-	-	-
0217-03-300-2179-	45540	CONVENTION & EDUCATION	-	-	-	-	-	-
0217-03-300-2179-	45541	TRAINING	1,100	1,160	1,160	1,160	1,160	-
0217-03-300-2179-	46024	DATA PROCESSING SUPPLIES	3,521	3,237	3,332	3,237	3,295	58
			352,156	322,859	323,926	323,736	329,516	5,780

		FUNDED POSITIONS			
Department	Title	Status	FY 2018- 19	FY 2019- 20	Change
Community Corrections	Director of Community Corrections	FT	1	1	0
Community Corrections	Manager IV, Corrections Program Management	FT	1	1	0
Community Corrections	Probation Officer	FT	3	3	0
Community Corrections	Administrative Support Specialist II	FT	1	1	0
			6	6	0

Home Electronic Monitoring:

Home Electronic Monitoring								
Location Code		2171						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2171-	43101	PROFESSIONAL SERVICES	2,241	2,077	10,447	3,000	4,500	1,500
			2,241	2,077	10,447	3,000	4,500	1,500

Video Arraignment:

Video Arraignment								
Location Code		2172						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2172-	43101	PROFESSIONAL SERVICES	3,410	2,080	1,181	2,400	-	(2,400)
0217-03-300-2172-	46014	OPERATING SUPPLIES	-	-	-	-	-	-
			3,410	2,080	1,181	2,400	-	(2,400)

Pretrial:

Pretrial								
Location Code	2174							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2174-	41100	PRETRIAL SAL & WAGE	200,371	235,220	254,318	254,508	258,501	3,993
0217-03-300-2174-	41300	PRETRIAL PART-TIME SAL	26,409	17,628	-	-	-	-
0217-03-300-2174-	41200	PRETRIAL OVERTIME	-	11	-	-	-	-
0217-03-300-2174-	42100	PRETRIAL FICA	15,328	18,851	18,743	18,743	19,049	306
0217-03-300-2174-	42210	PRETRIAL RETIREMENT-VR	31,518	30,396	30,118	30,118	30,118	-
0217-03-300-2174-	42300	PRETRIAL HOSPITAL/MEDI	25,235	25,300	23,952	23,952	23,952	-
0217-03-300-2174-	42400	PRETRIAL GROUP LIFE IN	2,384	2,751	2,726	2,726	2,726	-
0217-03-300-2174-	42500	PRETRIAL DISABILITY INSURANCE	-	313	600	600	600	-
0217-03-300-2174-	42700	WORKER'S COMP	-	-	-	-	-	-
0217-03-300-2174-	43101	PRETRIAL PROF SRVC	3,000	3,385	3,385	3,385	3,430	45
0217-03-300-2174-	45540	CONVENTION & EDUCATION	-	-	-	-	-	-
0217-03-300-2174-	45541	PRETRIAL TRAINING	1,220	1,160	1,160	1,160	1,160	-
0217-03-300-2174-	46024	PRETRIAL DATA PROCESSING	3,000	3,385	3,385	3,385	3,430	45
			308,465	338,400	338,387	338,577	342,966	4,389

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Community Corrections - Pretrial	Pretrial Investigator	FT	1	1	0
Community Corrections - Pretrial	Pretrial Officer	FT	3	3	0
Community Corrections - Pretrial	Office Manager	FT	1	1	0
			5	5	0

Drug Court:

Drug Court								
Location Code	2176							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2176-	41100	DRUG COURT SALARIES	-	-	13,414	45,470	47,926	2,456
0217-03-300-2176-	41200	DRUG COURT OVERTIME	3,853	8,540	14,304	20,099	20,100	1
0217-03-300-2176-	41300	DRUG COURT PART-TIME WAGES	-	683	11,460	-	-	-
0217-03-300-2176-	42100	DRUG COURT FICA	280	687	2,924	4,948	5,204	256
0217-03-300-2176-	42210	DRUG COURT RETIREMENT-VR	-	-	1,097	6,455	6,940	485
0217-03-300-2176-	42300	DRUG COURT HOSPITAL/MEDI	-	-	2,447	11,250	5,000	(6,250)
0217-03-300-2176-	42400	DRUG COURT GROUP LIFE IN	-	-	99	584	891	307
0217-03-300-2176-	42500	DRUG COURT DISABILITY INSURANCE	-	-	-	-	277	277
0217-03-300-2176-	42700	DRUG COURT WORKER'S COMP	-	-	550	550	578	28
0217-03-300-2176-	43101	DRUG COURT PROF SRVC	1,400	2,210	14,095	2,000	2,400	400
0217-03-300-2176-	45230	DRUG COURT TELEPHONE	-	-	-	450	900	450
0217-03-300-2176-	45540	DRUG COURT CONVENTION & E	-	-	-	440	840	400
0217-03-300-2176-	46001	DRUG COURT OFFICE SUPPLIES	-	175	631	810	1,500	690
0217-03-300-2176-	46002	DRUG COURT FOOD SUPPLIES	-	-	-	-	300	300
0217-03-300-2176-	46004	DRUG COURT DRUG SUPPLIES	-	-	16,415	6,085	10,000	3,915
0217-03-300-2176-	46012	DRUG COURT BOOKS & SUBSCRIPTIONS	-	-	182	250	500	250
0217-03-300-2176-	46014	DRUG COURT OTHER OPERATING SUP	415	1,611	189	750	250	(500)
0217-03-300-2176-	48102	DRUG COURT FURNITURE/FIXTURES	-	917	-	-	-	-
			5,948	14,823	77,808	100,141	103,606	3,465

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Drug Court	Probation Officer*	FT	1	1	0
			1	1	0

Local Community Corrections:

Community Corrections Local								
Location Code	2178							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0217-03-300-2178-	41100	LOCAL COMM CORR SAL & WAGE	53,767	20,873	43,761	83,448	90,817	7,369
0217-03-300-2178-	41200	LOCAL COMM CORR OVERTIME	-	-	-	-	-	-
0217-03-300-2178-	41300	LOCAL COMM PART-TIME SALARIES	2,982	106	-	-	-	-
0217-03-300-2178-	41400	LOCAL COMM CAREER DEVELOPMENT	-	-	-	-	4,000	4,000
0217-03-300-2178-	42100	LOCAL COMM CORR FICA	2,308	(1)	2,323	7,158	8,042	884
0217-03-300-2178-	42210	LOCAL COMM CORR RETIREMENT-VRS	3,617	5,629	2,805	20,645	23,659	3,014
0217-03-300-2178-	42300	LOCAL COMM CORR HOSPITAL/MEDIC	9,574	11,126	16,183	29,846	45,046	15,200
0217-03-300-2178-	42400	LOCAL COMM CORR GROUP LIFE INS	274	508	252	1,866	2,139	273
0217-03-300-2178-	42500	LOCAL COMM CORR DISABILITY INS	395	-	67	-	785	785
0217-03-300-2178-	42700	LOCAL COMM CORR WORKER'S COMPE	7,626	8,000	4,075	4,049	4,227	178
0217-03-300-2178-	43101	LOCAL COMM CORR PROF SRVC	20,920	20,108	26,046	20,500	20,500	-
0217-03-300-2178-	43320	LOCAL COMM CORR MAINTENANCE SV	157	149	156	200	165	(35)
0217-03-300-2178-	43500	LOCAL COMM CORR PRNTND BINDING	697	1,073	666	-	1,000	1,000
0217-03-300-2178-	43600	LOCAL COMM CORR ADVERTISING	56	-	-	-	385	385
0217-03-300-2178-	43831	LOCAL COMM CORR TUITION/CCJB	1,967	2,134	1,784	1,000	1,000	-
0217-03-300-2178-	44200	LOCAL COMM CORR AUTOMOTIVE/MOT	48	82	35	900	100	(800)
0217-03-300-2178-	45109	LOCAL COMM CORR E- RCC	8,794	9,292	10,384	10,000	10,800	800
0217-03-300-2178-	45210	LOCAL COMM CORR POSTAL SERVICE	380	944	900	980	1,000	20
0217-03-300-2178-	45230	LOCAL COMM CORR TELEPHONE	6,605	7,651	7,553	5,500	4,680	(820)
0217-03-300-2178-	45231	LOCAL COMM CORR PAGERS	-	-	-	-	-	-
0217-03-300-2178-	45305	LOCAL COMM CORR VEHICLE INSURA	881	870	851	855	855	-
0217-03-300-2178-	45410	LOCAL COMM CORR LEASE/RENT EQU	3,130	2,889	3,918	3,000	2,940	(60)
0217-03-300-2178-	45420	LOCAL COMM CORR LEASE/RENT OF	29,400	29,400	29,400	29,400	29,400	-
0217-03-300-2178-	45510	LOCAL COMM CORR MILEAGE	-	-	-	-	-	-
0217-03-300-2178-	45530	LOCAL COMM SUBS & LODGING	793	113	3,112	500	1,365	865
0217-03-300-2178-	45540	LOCAL COMM CORR CONVENTION & E	50	242	-	-	1,680	1,680
0217-03-300-2178-	46001	LOCAL COMM CORR OFFICE SUPPLIE	3,355	5,901	5,177	4,000	4,400	400
0217-03-300-2178-	46002	COMM CORRECTS FOOD SUPPLIES	(450)	416	1,034	545	1,000	455
0217-03-300-2178-	46004	LOCAL COMM CORR MEDICAL & LABO	9,873	14,516	21,554	10,000	12,000	2,000
0217-03-300-2178-	46008	LOCAL COMM CORR VEHICLE & EQUI	177	85	339	-	1,000	1,000
0217-03-300-2178-	46014	LOCAL COMM CORR OTHER OPERATIN	5,148	3,785	2,131	840	844	4
0217-03-300-2178-	46024	LOCAL COMM DATA PROCESSING	1,684	-	2,811	-	-	-
0217-03-300-2178-	48105	LOCAL COMM MOTOR VEHICLES	-	-	25,442	-	-	-
0217-03-300-2178-	48102	LOCAL COMM FURNITURE/FIXTURES	-	18,820	7,534	-	-	-
			174,207	164,711	220,293	235,232	273,829	38,597

Community Corrections Goals and Performance Measures

Strategic Initiative – Bolster Economic Well-Being				
Goal: Divert 400 pretrial defendants from incarceration	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: reduce local funding spent on jail bed days	\$389,510	\$483,960	\$500,000	\$525,000
Measure 2: perform pretrial investigations on defendants to assist in bond decisions for release from custody	851	609	700	725

Strategic Initiative - Bolster Economic Well-Being				
Goal: Divert 400 local probation offenders from incarceration	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: reduce local funding spent on jail bed days		\$14,000	\$15,000	\$16,000
Measure 2: offender completion of community service hours in the community	5,059	3,954	5,000	7,500
Measure 3: offender payment of court costs/restitution	\$10,167	\$8,151	\$10,000	\$12,000
Measure 4: collection of offender supervision fees to offset local costs	\$20,166	\$13,292	\$15,000	\$20,000

Strategic Initiative – Practice Good Governance				
Goal: Increase Public Safety to the Citizens of Prince George	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: successful completion rate of pretrial defendants	77%	80%	85%	90%
Measure 2: success completion rate of local probation offenders	60%	62%	65%	70%
Measure 3: Increase number of Drug Court participants	13	13	16	20
Measure 4: perform drug tests	3,690	4,122	4,350	4,500
Measure 5: place offenders in anger management	46	61	75	100
Measure 6: place offenders/defendants in substance abuse treatment	153	99	125	150
Measure 7: perform pretrial investigations on defendants to assist in bond decisions for appropriate detainment	851	609	700	725

ADULT EDUCATION

The Adult Education Department serves the counties of Dinwiddie, Greensville, Prince George, Surry and Sussex, and the cities of Colonial Heights, Emporia, Hopewell and Petersburg.

The office provides adult education classes to adults eighteen years of age and older in each of the localities listed. GED, Pre-GED, Adult Basic Education, English as a Second Language (ESL) and customized workplace classes are also provided. Most classes are free of charge.

Revenues:

FUND 218 - ADULT EDUCATION		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0218-10-506-8113-00000-000-000-000-316881-	SPACE-ADULT BASIC ED	31,751	31,751	31,751	31,751	31,751	0
0218-10-506-8113-00000-000-000-000-316882-	WORKPLACE	109,771	115,684	118,786	363,900	360,001	(3,899)
0218-10-506-8113-00000-000-000-000-316883-	CONTRACT FEES/ADMIN	4,630	3,950	10,452	2,500	2,124	(376)
CHARGES FOR SERVICES		146,152	151,385	160,989	398,151	393,876	(4,275)
0218-20-601-8203-00000-000-000-000-324090-	REGIONAL COORDINATOR	103,408	103,408	89,679	89,679	89,679	(0)
0218-20-601-8203-00000-000-000-000-324091-	REGIONAL SPECIALIST	-	-	-	-	-	-
0218-20-601-8203-00000-000-000-000-324092-	REG GENERAL ADULT EDUCAT	33,988	33,941	37,135	37,152	37,152	-
0218-20-601-8203-00000-000-000-000-324093-	RACE TO GED	67,166	67,156	75,170	75,176	75,176	(0)
0218-20-601-8203-00000-000-000-000-324094-	RLCC LEAD AGENT	-	-	-	-	-	-
0218-20-601-0000-00000-000-000-000-324095 -	PLUGGED IN VA GRANT (PIVA)	-	-	-	-	50,000	50,000
0218-30-601-0000-00000-000-000-000-333801-	SPACE- ADULT BASIC ED-FED	282,684	268,616	287,908	314,971	333,304	18,333
OTHER CATEGORICAL AID		487,247	473,122	489,892	516,978	585,311	68,333
TOTAL ADULT EDUCATION		633,398	624,507	650,881	915,129	979,187	64,058

Expenditures:

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Increase (Decrease)
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	
Adult Education (Fund 0218):							
2180	General Adult Education	107,717	113,037	102,638	343,534	319,200	(24,334)
2182	General Adult Education	33,995	33,910	37,135	37,152	37,169	17
2183	Space-Adult Education	315,069	300,527	320,583	337,277	369,850	32,573
2184	RACE to GED	63,934	67,188	75,170	82,753	88,835	6,082
2185	Workplace	99,930	102,697	108,023	114,413	114,133	(280)
2187	Plugged in Virginia Grant (PIVA)	-	-	-	-	50,000	50,000
	Total Adult Education	620,644	617,359	643,549	915,129	979,187	64,058

The Adult Education program is grant funded from the State of Virginia's Adult Education program and from the Federal Government's Adult Education program. Prince George County Schools is the fiscal agent for the Adult Education program. The budget for the new fiscal year will be set in late September. Each year, the locality adopts the budget as-is and amends the budget once the final notice is received. During FY2019, Adult Education received a new Plugged in Virginia Grant (PIVA). Those funds are anticipated again and included in the FY2020 adopted budget.

Regional Program Manager (2180):

Reg/Program Manager								
Location Code		2180						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2180-	41102	REG PROG MGR COORDINATOR	76,293	77,400	72,500	72,500	74,000	1,500
0218-06-201-2180-	41103	REG PROG MGR CLERICAL	-	-	-	-	-	-
0218-06-201-2180-	42100	REG PROG MGR FICA	5,767	5,922	5,447	5,546	6,000	454
0218-06-201-2180-	42210	REG PROG MGR RETIREMENT-VRS	12,180	11,578	7,000	7,000	7,000	-
0218-06-201-2180-	42300	REG PROG MGR HOSPITAL/MEDIC	8,151	6,063	3,875	3,938	3,800	(138)
0218-06-201-2180-	42400	REG PROG MGR GROUP LIFE INSU	921	1,018	525	625	600	(25)
0218-06-201-2180-	42700	REG PROG MGR WORKER'S COMF	-	-	-	-	-	-
0218-06-201-2180-	42750	REG PROG MGR RETIREE HEALTH	-	877	287	300	300	-
0218-06-201-2180-	43311	REG PROG MGR CONTRACT FEES	4,405	9,586	13,005	253,625	227,500	(26,125)
0218-06-201-2180-	45420	REG PROG MGR LEASE/RENT	-	-	-	-	-	-
0218-06-201-2180-	45551	REG PROG MGR TRAVEL	-	593	-	-	-	-
			107,717	113,037	102,638	343,534	319,200	(24,334)

General Adult Education (2182):

Reg/Gen Adult								
Location Code		2182						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2182	41300	GEN ADULT ED PART-TIME SALARI	31,500	31,500	34,497	34,503	34,520	17
0218-06-201-2182	42100	GEN ADULT ED FICA	2,410	2,410	2,639	2,649	2,649	-
0218-06-201-2182	42700	GEN ADULT ED WORKER'S COMPE	85	-	-	-	-	-
0218-06-201-2182	45230	TELEPHONE	-	-	-	-	-	-
			33,995	33,910	37,135	37,152	37,169	17

SPACE – Adult Education (2183):

Space Adult Ed								
Location Code		2183						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2183-	41100	SPACE AD ED SAL & WAGE	18,552	21,627	22,167	23,000	26,000	3,000
0218-06-201-2183-	41102	COORDINATOR	-	-	-	-	-	-
0218-06-201-2183-	41103	CLERICAL	39,942	40,741	41,759	43,500	45,000	1,500
0218-06-201-2183-	41300	SPACE AD ED PART-TIME SALARIE	156,869	146,506	138,029	161,959	176,000	14,041
0218-06-201-2183-	42100	SPACE AD ED FICA	16,337	15,663	15,829	17,800	18,000	200
0218-06-201-2183-	42210	SPACE RETIREMENT	9,201	9,089	13,504	12,500	14,000	1,500
0218-06-201-2183-	42220	SPACE RETIREMENT HYBRID	-	-	2,261	-	-	-
0218-06-201-2183-	42300	SPACE HOSPITAL/MEDICAL PLANS	8,149	6,063	8,238	12,000	13,000	1,000
0218-06-201-2183-	42400	GROUP LIFE INSURANCE	696	801	1,373	808	1,800	992
0218-06-201-2183-	42500	DISABILITY INSURANCE	109	58	60	200	150	(50)
0218-06-201-2183-	42600	SPACE AD ED UNEMPLOYMENT	-	-	878	-	-	-
0218-06-201-2183-	42700	SPACE AD WORKER'S COMPENSA	550	-	-	-	-	-
0218-06-201-2183-	42750	SPACE RETIREE HCC	-	692	1,495	1,000	1,800	800
0218-06-201-2183-	43071	DIRECT COST - REGION	8,851	10,100	10,100	10,100	10,100	-
0218-06-201-2183-	43120	ACCOUNT & AUDIT SERVICES	-	-	-	-	-	-
0218-06-201-2183-	45230	SPACE AD ED TELEPHONE	4,192	4,115	4,257	4,410	6,000	1,590
0218-06-201-2183-	45420	LEASE/RENT OF BUILDING	23,700	22,750	26,174	25,000	29,000	4,000
0218-06-201-2183-	45551	TRAVEL - REGIONAL	5,283	2,963	3,178	5,000	5,000	-
0218-06-201-2183-	46051	SUPPLIES	22,637	19,358	31,281	20,000	24,000	4,000
			315,069	300,527	320,583	337,277	369,850	32,573

RACE to GED (2184):

RACE to GED								
Location Code	2184							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2184-	41100	RACE SAL & WAGE	6,438	12,392	19,538	25,500	26,000	500
0218-06-201-2184-	41300	RACE TO GED PART-TIME SALARIE	47,662	39,532	40,924	43,500	44,000	500
0218-06-201-2184-	42100	RACE TO GED FICA	4,050	3,970	3,976	4,800	4,800	-
0218-06-201-2184-	42210	RACE RETIREMENT-VRS	834	1,585	879	2,200	1,200	(1,000)
0218-06-201-2184-	42220	RACE RETIREMENT-VRS HYBRID	-	-	1,809	-	2,200	2,200
0218-06-201-2184-	42300	RACE RETIREMENT-HEALTH INS	-	-	-	500	200	(300)
0218-06-201-2184-	42400	RACE AD ED GROUP LIFE INS	63	142	145	268	200	(68)
0218-06-201-2184-	42500	RACE AD ED DISABILITY INS	31	29	30	35	35	-
0218-06-201-2184-	42700	RACE AD ED WORKER'S COMP	-	-	-	-	-	-
0218-06-201-2184-	42750	RETIREE HEALTH CARE CREDIT	-	120	136	150	200	50
0218-06-201-2184-	45551	RACE TRAVEL-REGIONAL	600	600	700	700	1,500	800
0218-06-201-2184-	46014	RACE TO GED OTHER OPERATING	4,257	8,818	7,034	5,100	8,500	3,400
			63,934	67,188	75,170	82,753	88,835	6,082

Workplace (2185):

Workplace								
Location Code	2185							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2185-	41300	WORKPLACE PART-TIME SALARIE	92,079	95,399	100,346	105,000	105,000	-
0218-06-201-2185-	42100	WORKPLACE FICA	7,044	7,298	7,677	8,033	8,033	-
0218-06-201-2185-	42700	WORKPLACE WORKER'S COMPEN	123	-	-	180	100	(80)
0218-06-201-2185-	46001	WORKPLACE OFFICE SUPPLIES	683	-	-	1,200	1,000	(200)
			99,930	102,697	108,023	114,413	114,133	(280)

Plugged in Virginia (PIVA) (2187):

PLUGGED IN VIRGINIA (PIVA)								
Location Code	2187							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0218-06-201-2186-	41100	SALARIES AND WAGES	-	-	-	-	3,624	3,624
0218-06-201-2186-	41300	PART-TIME WAGES	-	-	-	-	41,731	41,731
0218-06-201-2186-	42100	PIVA FICA	-	-	-	-	3,469	3,469
0218-06-201-2186-	45551	PIVA TRAVEL	-	-	-	-	-	-
0218-06-201-2186-	46001	PIVA OFFICE SUPPLIES	-	-	-	-	1,176	1,176
			-	-	-	-	50,000	50,000

ECONOMIC DEVELOPMENT

Recognized for its progressive, pro-business climate and customer-focused service, Prince George competes internationally to attract first class business and industry while nurturing small business development. Encouraging existing industry expansion and supporting the developing tourism industry are key components of the Prince George business development plan.

The Mission for Economic Development is to create wealth for the County, for citizens and for business. To that end, the Prince George Economic Development office focuses on business attraction and recruitment and business retention and expansion.

The Economic Development Fund is fully supported by Meals Tax Revenue. A transfer from the General Fund is made for Machinery & Tools Tax rebates as needed. A portion of Machinery & Tools Tax collections that come into the General Fund are transferred to and disbursed from the Economic Development Fund for this purpose. For FY2020, there was no General Fund transfer needed for anticipated Machinery & Tools Tax rebates. Meals Tax Revenue is expected to fully support these rebates.

Revenues:

FUND 215 - ECONOMIC DEVELOPMENT							
		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	INCREASE (DECREASE)
0215-10-502-8108-00000-000-000-312111-OTHER LOCAL TAXES	MEALS TAX	951,344	1,003,094	1,030,363	1,000,000	1,125,000	125,000
		951,344	1,003,094	1,030,363	1,000,000	1,125,000	125,000
0215-90-901-8207-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	-	-
0215-90-901-8207-00000-000-000-000-399100-	TRANS.FR GEN FD/OPERATING	865,600	444,965	376,112	376,112	-	(376,112)
FUND BALANCE AND TRANSFERS		865,600	444,965	376,112	376,112	-	(376,112)
TOTAL ECONOMIC DEVELOPMENT		1,816,944	1,448,059	1,406,475	1,376,112	1,125,000	(251,112)

Expenditures:

Economic Development								
Location Code		2151						-
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0215-08-301-2151-	41100	ECON DEV SAL & WAGE	153,565	187,411	209,557	215,114	234,157	19,043
0215-08-301-2151-	41300	ECON DEV PART-TIME WAGES	-	-	-	-	-	-
0215-08-301-2151-	41301	ECON DEV COMPENSATION IDA MEMBERS	-	-	-	-	1,400	1,400
0215-08-301-2151-	42100	ECON DEV FICA	10,710	13,200	14,872	16,456	18,020	1,564
0215-08-301-2151-	42210	ECON DEV RETIREMENT-VRS	23,700	26,087	29,132	31,299	34,070	2,771
0215-08-301-2151-	42300	ECON DEV HOSPITAL/MEDICAL PLAN	12,833	21,112	23,239	27,205	29,562	2,357
0215-08-301-2151-	42400	ECON DEV GROUP LIFE INSURANCE	1,793	2,360	2,635	2,818	3,067	249
0215-08-301-2151-	42500	ECON DEV DISABILITY INSURANCE	-	155	-	-	-	-
0215-08-301-2151-	42700	ECON DEV WORKER'S COMPENSATION	212	212	235	235	289	54
0215-08-301-2151-	43101	ECON DEV PROF SRVC	6,244	370	71,941	5,000	5,000	-
0215-08-301-2151-	43320	MAINT SVC CONTRACTS	9,709	11,510	8,271	11,510	9,314	(2,196)
0215-08-301-2151-	43600	ECON DEV ADVERTISING	6,501	1,673	1,625	10,000	7,000	(3,000)
0215-08-301-2151-	44200	ECON DEV AUTOMOTIVE/MOTOR POOL	444	667	82	600	500	(100)
0215-08-301-2151-	45210	ECON DEV POSTAL SERVICE	134	809	207	2,000	1,000	(1,000)
0215-08-301-2151-	45230	ECON DEV TELEPHONE	2,458	2,797	3,951	2,800	3,000	200
0215-08-301-2151-	45305	ECON DEV VEHICLE INSURANCE	427	435	663	663	238	(425)
0215-08-301-2151-	45410	ECON DEV LEASE/RENT EQUIPMENT	434	373	-	500	500	-
0215-08-301-2151-	45530	SUBSISTENCE & LODGING	3,530	2,568	3,840	4,000	4,000	-
0215-08-301-2151-	45540	ECON DEV CONVENTION & EDUCATION	4,666	1,590	21,954	12,812	19,845	7,033
0215-08-301-2151-	45600	ECON DEV COUNTY CONTRIBUTIONS	36,779	41,779	46,779	51,779	51,779	-
0215-08-301-2151-	45660	MACHINERY & TOOLS TAX REBATES	865,600	332,212	490,186	535,260	216,631	(318,629)
0215-08-301-2151-	45661	TOURISM ZONE REBATES (SALES/MEAL TAX)	-	-	-	-	30,000	30,000
0215-08-301-2151-	45810	ECON DEV DUES AND MEMBERSHIPS	24,186	24,664	25,228	25,133	25,228	95
0215-08-301-2151-	46001	ECON DEV OFFICE SUPPLIES	1,177	1,560	1,477	4,000	3,000	(1,000)
0215-08-301-2151-	46002	ECON DEV FOOD SUPPLIES	447	117	171	300	300	-
0215-08-301-2151-	46008	ECON DEV VEHICLE & EQUIP. FUEL	510	386	333	700	600	(100)
0215-08-301-2151-	46009	VEHICLE & EQUIP. SUPPLIES	364	34	-	500	300	(200)
0215-08-301-2151-	46012	BOOKS & SUBSCRIPTIONS	-	-	81	-	-	-
0215-08-301-2151-	48107	REPLACE INFO TECH EQUIPMENT	-	-	-	-	-	-
0215-08-301-2151-	48205	NEW MOTOR VEHICLE	-	-	-	30,900	-	(30,900)
0215-08-301-2151-	49173	TRANS TO DEBT SERVICE	468,320	387,767	386,279	384,528	385,916	1,388
0215-08-901-8207-	49172	TRANSFER TO CAPITAL PROJECTS	615,020	-	-	-	-	-
0215-08-301-2151-	49182	TRANSFER TO CAPITAL EXT 45	-	175,000	-	-	-	-
0215-08-301-2151-	49183	TRANSFER TO CAPITAL BROADBAND	-	50,000	-	-	-	-
0215-08-301-2151-	49199	CONTINGENCIES	-	4,550	3,220	-	40,283	40,283
			2,249,762	1,291,398	1,345,957	1,376,112	1,125,000	(251,113)

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Economic Development	Director of Economic Development	FT	1	1	0
Economic Development	Specialist, Economic Development	FT	1	1	0
Economic Development	Executive Assistant	FT	1	1	0
			3	3	0
The Deputy County Administrator serves as Director of Economic Development and position is funded in the Economic Development Fund. The Executive Assistant provides clerical support to both County Administration and Economic Development.					

FY2020 Budget Notes: For FY2020, new Meals Tax rebates are planned as an incentive to attract new restaurants to the Tourism Zone. Additionally, Meals Tax revenue fully supports anticipated Machinery & Tools Tax rebates for FY2020.

TOURISM

The purpose of the Prince George County Tourism Fund is to market tourism efforts within the County per the Code of Virginia § 58.1-3819 (Transient occupancy tax). The County currently charges 5% for a lodging tax. Two percent (2%) remains in the County general fund. Three percent (3%) is transferred to the County Tourism Fund. This 3% must be used for tourism activities, travel and marketing of tourism initiatives that, as determined after consulting with local tourism industry organizations, attract travelers to the locality. Initiatives have included: tourism brochures, park improvements, ball field improvements for travel tournaments, website promotions, farmers' market implementation, welcome signs, heritage museum improvements, and regional tourism promotion.

Revenues:

FUND 213 - TOURISM							
0213		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0213-10-502-8108-00000-000-000-312010-	LOCAL LODGING TAX	405,418	418,254	431,052	405,000	440,000	35,000
OTHER LOCAL TAXES		405,418	418,254	431,052	405,000	440,000	35,000
0213-40-900-8208-00000-000-000-399999-	FUND BALANCE	-	-	-	-	-	-
FUND BALANCE AND TRANSFERS		-	-	-	-	-	-
TOTAL TOURISM FUND		405,418	418,254	431,052	405,000	440,000	35,000

Expenditures:

Tourism Initiatives								
Location Code		2131						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0213-08-301-2131-	41300	TOURISM PART-TIME SAL & WAGE	1,350	1,686	1,028	2,000	2,000	-
0213-08-301-2131-	42100	TOURISM FICA	103	128	79	153	153	-
0213-08-301-2131-	43101	PROFESSIONAL SERVICES	-	-	-	-	35,000	35,000
0213-08-301-2131-	43320	MAINTENANCE SVC CONTRACTS	10,612	3,333	3,333	3,900	3,900	-
0213-08-301-2131-	43600	ADVERTISING	-	188	40	30,000	1,000	(29,000)
0213-08-301-2131-	45540	TOURISM CONVENTION & EDUCATION	-	60	-	100	100	-
0213-08-301-2131-	45640	PETERSBURG AREA TOURISM	32,500	38,500	38,500	38,500	38,500	-
0213-08-301-2131-	45647	PRINCE GEORGE/HOPEWELL VISITORS CENTER	46,440	46,440	46,440	46,440	46,440	-
0213-08-301-2131-	45648	PG HERITAGE CENTER	22,100	39,627	32,329	32,411	33,000	589
0213-08-301-2131-	45649	FOUNDERS DAY	-	2,100	3,000	5,000	2,000	(3,000)
0213-08-301-2131-	45650	PORK FESTIVAL	-	2,500	-	-	-	-
0213-08-301-2131-	45651	CZECH/SLOVAK FESTIVAL	-	-	-	-	-	-
0213-08-301-2131-	45652	BALL TOURNAMENTS	-	13,047	10,208	30,000	40,000	10,000
0213-08-301-2131-	45653	FIRE/EMS MUSEUM	-	-	-	-	40,000	40,000
0213-08-301-2131-	46014	OPERATING SUPPLIES	(413)	51	(380)	500	500	-
0213-08-301-2131-	46007	EXIT 45 O&M	-	-	-	10,000	14,000	4,000
0213-08-301-2131-	48131	PARK & PLAYGROUND EQUIP	-	-	-	10,000	-	(10,000)
0213-08-301-2131-	49177	TRANS TO UTILITIES	158,000	149,805	148,728	148,628	149,490	862
0213-08-301-2131-	49199	CONTINGENCIES	40,409	31,476	140,354	47,368	33,917	(13,451)
			311,101	328,940	423,658	405,000	440,000	35,000

FY2020 Budget Notes – Tourism: For FY2020, additional funds are budgeted to assist with athletic field enhancements (sprigging) in preparation for sports tourism tournaments. Additionally, professional service budgets have been increased to fund professional services for design of a Fire/EMS Museum and for sports tourism services.

Goals and Performance Measures for Economic Development and Tourism

Strategic Initiative – Assist creating an environment for current businesses in Prince George County				
Goal: Business Retention and Expansion	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Number of BR&E Visits	24	24	24	24
Measure 2: Number of retained businesses in the County (FY-1 = CY)	1,708 CY16	1,697 CY17	1,828 CY18	1,828 CY19

Strategic Initiative – Assist creating an environment for new businesses in Prince George County				
Goal: Business Attraction	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Number of new businesses in the County (FY-1 = CY)	347 CY16	466 CY17	301 CY18	350 CY19
Measure 2: Number of trade show visits / site selector meetings	3	4	8	10
Measure 3: Number of "Key to the County" presentations (FY-1 = CY)	8	5	5	8
Measure 4: Meals Tax revenues	\$1,003,094	\$1,025,397	\$1,000,000	\$1,050,000
Measure 5: Number of industrial prospects leads (FY-1 = CY)	9 CY16	10 CY17	27 CY18	30 CY19

Strategic Initiative – Market the County as a sports tourism tournament destination				
Goal: Host sports tourism tournaments	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Number of sports tourism tournaments hosted (FY-1 = CY)	13 CY16	11 CY17	7 CY18	10 CY19
Measure 2: Lodging Tax revenues	\$418,254	\$431,805	\$405,000	\$440,000

Strategic Initiative – Workforce Development				
Goal: Assist in workforce development initiatives locally and regionally	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: County unemployment annual rate (FY-1 = CY)	4.9% CY16	4.4% CY17	3.6% CY18	3.1% CY19

Strategic Initiative – Develop a business entrepreneurial environment in the County				
Goal: Create programming and space for start-up businesses	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Host businesses at the CWC incubator	0	0	0	1
Measure 2: Host start-up business seminars in the County	2	4	4	4

STORMWATER

Prince George County adopted a Stormwater Utility Fee for property owners on March 25, 2014. These fees are billed annually with Real Estate tax bills. The annual fee is \$36 for residential property and varies for industrial property depending on lot size. The funds are used to repay debt service issued for stream restoration and other stormwater projects. A capital borrowing of \$2,130,000, with a five-year repayment term, was issued in 2014 and another is planned for the fall of 2019. More information can be found on the County's website at https://www.princegeorgeva.org/document_center/Comm%20Dev/PG%20County%20Stormwater%20Program%20FAQs.pdf AND https://www.princegeorgeva.org/residents/community_development_and_code_compliance/stormwater_utility_fee_program.php

Revenues:

FUND 220 - STORMWATER							
		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	INCREASE (DECREASE)
0220-10-506-2121-00000-000-000-312011-	STORMWATER FEE	446,747	458,113	467,356	442,000	465,000	23,000
OTHER LOCAL TAXES		446,747	458,113	467,356	442,000	465,000	23,000
0220-40-900-8208-00000-000-000-399999-	STORMWATER FUND BALANCE	-	-	-	-	-	-
TOTAL FUND BALANCE		-	-	-	-	-	-
0220-90-901-8207-399199	STORMWATER TRANSFER	-	-	-	-	-	-
Total Transfer		-	-	-	-	-	-
TOTAL STORMWATER		446,747	458,113	467,356	442,000	465,000	23,000

Expenditures:

Stormwater Fee								
Location Code		2121						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0220-04-104-2121-	41100	STORMWATER FUND SALARIES	40,000	40,000	40,000	-	-	-
0220-04-104-2121-	42100	FICA	3,060	3,060	3,060	-	-	-
0220-04-104-2121-	43500	PRINTING AND BINDING	-	-	-	-	-	-
0220-04-104-2121-	48130	IMPROVEMENT TO SITES	22,285	12,030	10,810	-	-	-
0220-04-104-2121-	49173	TRANSFER TO DEBT SERVICE	441,500	442,000	441,804	441,934	440,990	(944)
0220-04-104-2121-	49199	CONTINGENCY	-	-	-	66	24,010	23,944
			506,845	497,090	495,674	442,000	465,000	23,000

Capital Expenditures are not shown. At June 30, 2018 capital expenditures of nearly \$475,000 had been made and three (3) large projects at Birchett Estates (1) and Cedar Creek (2) totaling nearly \$2 Million were approved by the Board on September 11, 2018 and are currently underway.

SPECIAL WELFARE

The Special Welfare fund is established under the authority of §63.2-314, *Code of Virginia*. This account consists of funds taken into the agency that are not allocated through the budget. These funds include donations from individuals, organizations, or churches, special grants from the local government, social security and veteran's administration benefits collected for specific individuals for whom the agency is acting as the custodian. The prior list is not all inclusive. These funds are deposited with the county/city treasurer and the locality must have a system to keep the funds separate from its budgeted funds. These funds cannot be commingled with other locality funds. This fund is a special fund account and does not revert to the general fund at fiscal year-end.

Revenues:

FUND 960 - SPECIAL WELFARE FUND							
		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0960-10-507-8115-00000-000-000-318901-	SPECIAL WELFARE	24,329	15,268	7,442	15,000	15,000	-
MISCELLANEOUS		24,329	15,268	7,442	15,000	15,000	-
TOTAL SPECIAL WELFARE FUND		24,329	15,268	7,442	15,000	15,000	-

Expenditures:

Special Social Services								
Location Code		9000						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0960-05-113-9000-	45730	SPECIAL SOCIAL SVS EXP	35,008	16,293	8,866	15,000	15,000	-
			35,008	16,293	8,866	15,000	15,000	-

SCHOOL OPERATING FEDERAL PROGRAMS (FORMERLY TITLE I) SCHOOL TEXTBOOKS SCHOOL NUTRITION (CAFETERIA)

Prince George County is an outstanding community that takes a great deal of pride in its schools and the quality of graduates our schools produce. The district enjoys excellent support from not only our parents but also the business community, the military installation at Fort Lee, elected officials, and the community at large.

Mission

Prince George County Public Schools, in partnership with parents and the community, will provide a meaningful and challenging educational program in a safe environment that prepares all students for post-secondary education and the workforce and to be responsible citizens in a global society.

Strategic Goal

To provide students with the knowledge and skills to exceed state, national and international standards

The School system follows a budgeting process similar to that of the County. School divisions are required to post the approved budget in line item form on the division's website per the **Code of Virginia** §22.1-93. The complete FY2019-2020 Adopted School Budget can be viewed the Prince George County Public Schools website. See <https://www.pgs.k12.va.us/budget>

Call 804-733-2700 for more information.

School Revenues:

ACCOUNT	TITLE	FY 2015-16 RECEIPTS	FY16-17 RECEIPTS	FY17-18 RECEIPTS	FY 2018-19 ADOPTED	FY2019-20 Adopted Budget	Increase (Decrease)
FUND 500: SCHOOL OPERATING		62,445,689	57,561,987	60,118,873	61,341,178	64,678,314	3,337,136
FUND 510: FEDERAL PROGRAMS / TITLE I		729,014	2,890,792	2,742,467	2,354,968	2,364,080	9,112
FUND 520: SCHOOL TEXTBOOK		42,323	515,734	1,088,814	619,243	1,266,908	647,665
FUND 540: SCHOOL CAFETERIA		2,932,644	3,059,123	3,132,457	2,959,874	3,167,952	208,078
SCHOOL REVENUE TOTALS		66,149,671	64,027,635	67,082,610	67,275,263	71,477,254	4,201,991

*Local Contributions are included in both School Operating and School Textbook Funds.

School Expenditures:

			FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity		Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
School Operations (Fund 0500):								
6000-6003	Instruction		43,538,144	41,415,689	43,142,486	44,163,807	46,432,779	2,268,972
6004	Text Books [SEE NEW FUND BELOW]		589,445	-	-	-	-	-
6005 & 6006	School Administration, Attendance & Health	ATTH	3,223,781	3,278,108	3,258,792	3,191,335	3,667,741	476,406
6007	Transportation		3,956,875	3,526,105	3,481,036	3,954,429	4,534,750	580,321
6008	Operation & Maintenance		6,131,048	5,843,708	6,062,730	5,677,195	5,915,625	238,430
6009	Technology		3,277,025	2,788,283	3,235,672	2,688,283	2,835,166	146,883
6010	Capital Outlay		1,713,352	701,022	580,392	609,728	322,253	(287,475)
6011	School Contingencies		5,702	-	(48)	571,572	350,000	(221,572)
6013	Debt	49125	10,317	9,072	7,814	134,829	-	(134,829)
6013	Transfer to County - General Fund (CSA L	49171	-	-	350,000	350,000	620,000	270,000
	Total School Operations		62,445,689	57,561,987	60,118,873	61,341,178	64,678,314	3,337,136
School - Federal Programs (formerly Title 1) Fund 0510:								
516112	Federal Programs / Title I		729,014	2,890,792	2,742,467	2,354,968	2,364,080	9,112
	Total Federal Programs / Title 1		729,014	2,890,792	2,742,467	2,354,968	2,364,080	9,112
Beginning FY2017, this fund includes ALL FEDERAL Programs; formerly Title I ONLY. Excludes Impact Aid & JROTC federal activity.								
School - Textbook Funds (Newly Established in FY2017) Fund 0520:								
0520	Textbook Fund		42,323	515,734	438,739	619,243	1,266,908	647,665
	Total Textbook Funds		42,323	515,734	438,739	619,243	1,266,908	647,665
NEW FUND FY2017								
School Cafeteria (Fund 0540):								
546419	Cafeteria Operations		2,837,022	2,995,709	2,981,972	2,959,874	3,167,952	208,078
	Total School Cafeteria		2,837,022	2,995,709	2,981,972	2,959,874	3,167,952	208,078
	TOTAL SCHOOL EXPENDITURES		66,054,049	63,964,221	66,282,050	67,275,263	71,477,254	4,201,991

Detailed revenues and expenditures should be available on the school web-site at the following link. <https://www.pgs.k12.va.us/budget>

CAPITAL IMPROVEMENTS PROGRAM

The County of Prince George typically engages in a 10-year Capital Improvement Plan (CIP) process. They have a committee that participates in the process by evaluating staff requests, ranking submitted projects and forwarding a final recommendation to the Planning Commission.

The County Administrator submits his recommended projects for funding during the budget process.

A summary of FY2020 Projects recommended by the County Administrator and the Planning Commission is shown below:

Project	FY2020		Difference
	CIP Committee	County Administrator Recommendations / Proposed	
PGHS Generator	174,000		(174,000)
Human Services Roof Refurbish	379,000		(379,000)
PG Fire Company 1 Renovations	475,000		(475,000)
Temple Tennis Courts Re-Surfacing	57,534		(57,534)
Carson Sub-Station Comp 6 Renovations	840,000		(840,000)
Courtroom Audio Visual Refresh	140,939		(140,939)
Fleet Garage Bay Expansion	230,000		(230,000)
Scott Field Lighting Project	172,000		(172,000)
Moore Athletic Complex Improvement (Playground & Pavilion)	148,564		(148,564)
TOTAL - CIP PROJECTS	2,617,037	-	(2,617,037)
Other Items Requiring Debt Issuance			
Law Enforcement Vehicles (10)*		400,000	
Fire Apparatus (Amount Approximate)* \$0.02 RE Tax Devoted		2,250,000	\$0.02 RE Tax Devoted
Stormwater Projects (Amount Approximate)* Non-Tax Supported		2,100,000	Non-Tax Supported
TOTAL PROJECTS/PURCHASES WITH DEBT ISSUANCE**	2,617,037	4,750,000	
*Fall 2019 Borrowing will be recommended			

*Debt Payments to begin FY2021

Projects Recommended for Funding in the Operating Budget are shown below.

PROJECTS / ITEMS FUNDED IN OPERATING BUDGET - GENERAL FUND		
Social Services Vehicle		20,996
Information Technology Equipment / Projects		109,650
Clerk of Court Filing System		10,000
Recreation Items		20,115
TOTAL - OPERATING BUDGET		160,761

\$300,000 is included with the General Services Budget to continue maintenance projects for County Buildings.

Summary of CIP Budget Activity:

Revenues:

FUND 311 - CAPITAL PROJECTS							
		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	INCREASE (DECREASE)
0311-10-505-8111-00000-000-000-000-315102-	INTEREST ON INVESTMENTS	43,320	67,048	229,856	-	-	-
USE OF MONEY & PROPERTY		43,320	67,048	229,856	-	-	-
0311-10-505-8111-00000-000-000-000-318903-	GIFTS & DONATIONS/PRIVATE	-	-	-	-	-	-
0311-10-509-8205-00000-000-000-000-319501-	CAMERON FOUNDATION GRANT EXIT 45	-	377,383	160,306	-	-	-
0311-10-509-8205-00000-000-000-000-326013-	CIP FUND GRANTS - MISC	-	-	818	-	-	-
0311-10-509-8205-00000-000-000-000-319502-	JOHN RANDOLPH FOUND GRANT	-	46,912	-	-	-	-
MISCELLANEOUS		-	424,295	161,124	-	-	-
0311-20-600-8200-00000-000-000-000-324102-	STATE FUNDS	-	-	-	-	-	-
0311-20-600-8200-00000-000-000-000-326049-	BURN BUILDING GRANT	-	-	-	-	-	-
STATE CATEGORICAL AID		-	-	-	-	-	-
0311-40-507-8206-00000-000-000-000-341111-	INSURANCE RECOVERIES	-	-	6,831	-	-	-
0311-40-900-8115-00000-000-000-000-341401-	DEBT PROCEEDS	5,369,000	10,000,000	9,300,000	400,000	400,000	-
0311-40-900-8115-00000-000-000-000-341402-	DEBT REFUNDING PROCEEDS	11,957,000	-	-	-	-	-
PROCEEDS FROM INDEBTEDNESS		17,326,000	10,000,000	9,306,831	400,000	400,000	-
0311-90-901-8207-00000-000-000-000-399100-	TRANS.FR GEN FD/OPERATING	598,330	561,393	2,987,067	75,010	162,537	87,527
0311-90-901-8207-00000-000-000-000-399102-	TRANS FR CASH PROFFER	54,600	135,000	-	-	-	-
0311-90-901-8207-00000-000-000-000-399103-	TRANS FROM ECON DEV	615,020	225,000	-	-	-	-
0311-90-901-8207-00000-000-000-000-399104-	TRANS FROM UTILITIES	-	-	-	-	-	-
0311-40-900-8208-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	-	-
FUND BALANCE AND TRANSFERS		1,267,950	921,393	2,987,067	75,010	162,537	87,527
TOTAL CAPITAL PROJECTS FUND		18,637,270	11,412,736	12,684,878	475,010	562,537	87,527

Expenditures:

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	Increase
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	(Decrease)
Capital Projects Fund (0311):							
3101	Broadband Implementation	20,787	-	-			-
3102	Financial System Replacement	20,943	-	-			-
3103	Police Vehicles	548,110	388,118	374,710	400,000	400,000	-
3104	Fire/EMS Apparatus Reserve	839,309	-	90,991	75,010	162,537	87,527
3105	Building Inspector Software	5,527	-	-			-
3110	Other Capital Projects	63,674	-	-			-
3119	Carson Fire Station	1,640,196	6,261	-			-
3120	Human Services Building	20,900	-	-			-
3131	Central Wellness Center (Old Moore) Repairs	151,358	22,214	4,927			-
3132	School Buses	996,820	673,295	-			-
3125	Disputanta Renovation	3,684	4,000	-			-
3129	Scott Fields	350,493	-	-			-
3133	Courthouse HVAC	528,416	988,171	-			-
3135	Body Worn Cameras	-	-	-			-
3136	Community Center Parking Lot	14,447	10,380	217,555			-
3137	Central Wellness Center Parking Lot	10,236	9,096	-			-
3138	Community Playgrounds	61,722	62,260	-			-
3139	Food Bank Roof	14,307	-	-			-
3140	Courthouse Renovation	-	125,531	282,592			-
3141	Prince George High School & Beazley Elem Roof Replacement	1,153,307	-	-			-
3142	Fire Station Property Acquisition	52,693	-	-			-
3143	Burrowsville Fire Department Renovations	305,307	43,563	-			-
3144	Board Room Upgrade	48,654	-	-			-
2151	Exit 45 Improvements	278,154	1,119,016	175,808			-
3145	Public Safety Radio Consultant		59,580	114,855			-
3146	Beechwood Manor Tennis Court		4,450	-			-
3147	River's Edge Basketball Court		5,051	-			-
3148	Temple Park Basketball Court		424	3,975			-
3149	Branchester Lakes Basketball Court		1,775	-			-
3150	Temple Park Tennis Court		-	3,100			-
3151	Scott Park Phase III Renovations		190,007	-			-
3152	CWC Fitness Equipment		62,345	-			-
3153	Route 10 Fire Station		11,976	184,800			-
3154	Wireless Broadband		1,000,000	-			-
3155	RCJA Roof Project		-	43,609			-
3156	Harrison Elementary Windows		-	-			-
3157	South Elementary Windows		-	-			-
3158	P & R Scott Park Irrigation		94,669	-			-
3159	P & R Scott Park Electrical		52,523	-			-
3160	P & R Scott Park Fencing		39,000	-			-
3161	P & R Canoe Launch		-	41,938			-
3162	P & R Moore Canopy & Concrete		-	105,988			-
3163	Public Safety Radio Project		-	10,795			-
3164	CWC Asbestos Removal		87,250	-			-
3165	CWC Pipe Repair / Replacement		2,881	39,850			-
3166	Fuel Tank & Canopy Replacement		-	184,995			-
3167	Human Services HVAC Improvements		-	33,475			-
3168	Central Wellness Center Improvements		-	81,282			-
3169	Voting Equipment		-	112,995			-
3170	Burn Building		-	30,050			-
3171	CWC Bleachers & Gym Improvements			30,350			-
3172	Southpoint Utility Study			62,408			-
3173	CDCC Software Replacement			113,489			-
3174	CWC Building Upgrades Code			-			-
3175	School Track CIP			223,372			-
3176	School Field House Renovations			-			-
3177	School Security Improvements			-			-
3178	Fire Station Entrance Improvements & Security Upgrades			-			-
3179	Route 156 Water Extension			-			-
3180	Food Lion Water System Upgrade			-			-
3181	Co Building Entrance Improvements & Security Upgrades			-			-
3182	Assessor Software Replacement			-			-
4000	Bond Issuance Costs and Defeasance of Debt	14,342,467	102,691	132,819			-
	Total Capital Projects	21,471,511	5,166,527	2,700,728	475,010	562,537	87,527

Approved Planning Commission recommendations are on the following pages with detailed project descriptions.

The Capital Projects included in the adopted budget will not require a tax increase for FY2020. The CIP document provides a summary of fiscal impact provided by the County's financial advisor, Davenport & Company.

SUMMARY

The Planning Commission approved the Capital Improvement Plan Committee's recommendation of the Capital Improvement Plan (CIP) for Fiscal Years 2020-2029. FY2020 is the sixth year the County has planned for a 10-year CIP process.

The Committee began meeting in September of 2018 and met several evenings listening to presentations of capital project ideas. The final recommendation of the Committee was approved by the Planning Commission on December 20, 2018, and now to the Board of Supervisors for adoption with the Fiscal Year 2020 budget. The projects, as proposed, will appear before the Board individually for consideration and possible approval.

County department directors, school administrators, and elected officials submitted over \$99.8 million in capital improvements to be considered by the Committee. Over the course of several meetings, the Committee reviewed these requests and heard testimonies of several of the requestors regarding the proposed projects. The Committee also considered the current and projected financial status of the County and the Comprehensive Plan during their discussions. [The \$99.8 million amount excludes 1) a new Walton Elementary School (\$32,100,000); and 2) the purchase of Self Contained Breathing Apparatus (\$1,482,000) that were not moved forward in FY2019. Including the new Walton Elementary and Self-Contained Breathing Apparatus, \$133.4 million in projects exist for the FY2020-2026+ timeframe].

The Committee recognizes the need for continued capital improvements planning to avoid capital improvements by catastrophe, and to ensure the future financial stability and beneficial development of Prince George County.

INTRODUCTION

As part of the development of the Prince George County Fiscal Year 2004 operating budget, County staff proposed the creation of a formal Capital Improvement Project review process to create a Capital Improvements Plan (CIP) for adoption by the County Board of Supervisors. The CIP would serve as the basis for appropriations to the newly created County Capital Improvements Fund and the existing School Construction and Utilities Construction Funds. The Board of Supervisors endorsed the idea, and during the fall of 2003, County staff formed a committee to plan the process for development of the CIP.

Fiscal year 2005 was the first year Prince George County implemented a formally adopted Capital Improvement Plan that was developed by a Capital Improvement Plan (CIP) Committee, endorsed by the Planning Commission, and adopted by the Board of Supervisors. Projects in the first year of that plan were appropriated to their respective capital improvement project funds during the FY2005 budget process.

The CIP was adopted in Fiscal Years 2006, 2007 and 2008. The CIP Committee met and recommended a plan to the Planning Commission for the fiscal year 2009. The Planning Commission approved the plan, passing it to the Board of Supervisors for adoption. The CIP plan was not adopted by the Board of Supervisors at that time due to the difficult economic times that paralyzed many localities. No formal CIP was held or adopted for fiscal year 2010.

The Fiscal Year 2013 CIP was adopted by the Board of Supervisors; however no funds were appropriated to the recommended projects. The Fiscal Year 2014 CIP was adopted. The Board followed the CIP Recommendations for the immediate replacement of the Temple Playgrounds and the replacement of the County Administration Phone System during the Fiscal Year 2013 budget. The Fiscal Year 2014 budget appropriated \$535,000 for the Prince George High School Tennis Courts, \$160,000 for the Temple Field Lights, \$150,000 for Disputanta Volunteer Station Renovations and \$75,000 for the Commonwealth Attorney's Software. The Carson Fire Station Relocation and the Courthouse HVAC upgrades were both financed and started in Fiscal Year 2015.

For Fiscal Year 2016, approved projects included Community Center Parking Lot, \$80,000; Community Playground Upgrades, \$64,600; Food Bank Roof, \$30,000, Parks & Rec Improvements (Basketball/Tennis court repairs, Scott Park field improvements, Moore bleacher covers, Appomattox River Park Canoe launch extension, wellness center equipment), \$322,919; and Burrowsville Fire Station Renovations \$400,000. Renovations to Beazley Elementary School were placed on hold while the school system prepared a school-wide facility evaluation. Debt was issued for Courthouse renovations of \$1,900,000 and for school roof replacements totaling \$1,500,000 at Prince George High School and Beazley Elementary School.

For Fiscal Year 2017, approved projects included James River Drive New Fire & EMS Station, \$500,000; Harrison Elementary Doors & Windows, \$217,500; South Elementary Door & Windows, \$135,000; RCJA Roof Refurbish, \$56,000; Wireless Broad Band, \$2,000,000; Renovations to Beazley and Walton Elementary Schools were placed on hold while the school system prepared a school-wide facility evaluation.

For Fiscal Year 2018, approved projects included Fuel Canopy/Dispenser Replacement \$184,995; Voting Equipment \$112,995; Crosspointe Water and Sewer Study \$78,010; CDCC Software Replacement \$219,863; Central Wellness Center building study and preliminary upgrades at \$500,000; an additional \$219,912 for the Courthouse Lower Level Buildout project originally approved in FY2016; and an additional \$7,442,773 was borrowed for Phase II of the Public Safety Radio Project.

For Fiscal Year 2019, projects include Security & Door System Upgrades for Admin/ECC/Police Department (Handicap access for Admin Building) \$63,898 (actual); Fire & Crew Building Security System \$75,000 (estimated); Real Estate Assessment Software Replacement \$247,629 (actual); Scott Park Concession Stand \$450,000 (estimated). Other items approved by the Board included Public Safety Vehicles \$400,000; Route 156 Water Main Extension (Utilities GF Supported) \$2,640,000; Food Lion Water System Upgrades (Phases I & II Concurrently/ Utilities GF Supported) \$2,100,000. Additionally, the Board of Supervisors escalated construction of a new Volunteer Fire Station to replace Jefferson Park Fire Station at an estimated cost of \$3,200,000. Self-Contained Breathing Apparatus of \$1,482,000 was not moved forward in FY2019 nor was a new Walton Elementary School (\$32,100,000). These projects will be submitted again for CIP consideration during the next cycle.

The FY2020-2029 plan has been developed in generally the same manner as in past years. The CIP Committee, chaired by a member of the Planning Commission, consisted of a member of the Board of Supervisors, a member of the School Board, two members of the Planning Commission, a member of the Fire Chiefs Committee and three citizen members. A listing of the members of the Committee is included at the end of this document.

A capital improvement project is defined as:

- a) Construction and/or acquisition of new assets, including buildings, land, vehicles (excluding school busses and police/sheriff vehicles), equipment, or hardware/software where the costs of construction or acquisition (including incidental costs) meet or exceed \$50,000 for a specific project and the useful life of the asset exceeds one year.
- b) Upgrades or additions to existing buildings, equipment, or other assets that increase the value or greatly extend the estimated useful life of the asset where the costs of the upgrade or addition exceed \$50,000.
- c) Remodeling or repair of existing assets where the costs of the remodel or repair will exceed \$100,000.

SCOPE OF WORK

The CIP Committee was charged with proposing a Capital Improvements Plan to the Planning Commission for review and a recommendation to the Board of Supervisors. The ultimate approval of the CIP rests with the Board of Supervisors.

The Committee not only reviewed specific projects for the Plan, but also discussed at length the issues and factors impacting the development of the CIP. Specifically, the Committee reviewed the County's capacity for issuing new debt over the period of the CIP, discussed funding

alternatives for capital projects including the possibility of obtaining grant funds. The FY2020-2029 CIP was analyzed by Davenport & Company, the County's Financial Advisor, for affordability of this proposed CIP and made recommendations for financing the projects included in this proposal while adhering to the County's financial policies.

While attempting to stay within the limitations of the County's formally adopted financial policies as well as preventing a burden on the general fund by use of transfers, the Committee narrowed the list of projects to be funded in the upcoming fiscal year.

PRINCE GEORGE COUNTY COMPLETED AND ONGOING CIP PROJECTS

COMPLETED PROJECTS EVALUATED BY CIP COMMITTEE	YEAR COMPLETED	TOTAL COST
BROADBAND IMPLEMENTATION	2012	\$ 317,940.00
POLICE BLAND BUILDING RENO	2012	\$ 1,664,353.00
LIBRARY	2012	\$ 3,015,345.00
DISPUTANTA FIRE STATION RENO	2015	\$ 342,741.00
PG HIGH SCHOOL TENNIS COURT	2015	\$ 555,986.00
COMMUNITY PLAYGROUNDS - 1	2016	\$ 61,722.00
SCOTT FIELDS - PHASE I	2016	\$ 788,007.00
PGHS & BEAZLEY ELEM ROOFING	2016	\$ 1,153,307.00
CARSON FIRE STATION CONSTRUCTION	2017	\$ 2,261,249.00
COURTHOUSE HVAC	2017	\$ 1,516,587.00
FOODBANK ROOF	2017	\$ 14,307.00
BURROWSVILLE FIRE STATION RENOVATION	2017	\$ 348,869.59
COMMUNITY CENTER PARKING LOT	2018	\$ 242,381.30
APPOMATTOX RIVER CANOE LAUNCH	2018	\$ 41,938.00
RCJA ROOF	2018	\$ 43,609.00
JEJ MOORE BALL FIELD CANOPY & CONCRETE IMPROVEMENTS	2018	\$ 105,988.00
FUEL TANK & CANOPY REPLACEMENT - COUNTY GARAGE	2018	\$ 184,995.00
VOTING EQUIPMENT	2018	\$ 112,995.00
ONGOING PROJECTS EVALUATED BY CIP COMMITTEE	STATUS	EXP @ 6/30/18
CDCC SOFTWARE	ONGOING	113,488.95
CWC PARKING LOT	ONGOING	\$ 19,332.00
ROUTE 10 FIRE STATION	ONGOING	\$ 237,492.96
PUBLIC SAFETY RADIO PROJECT	ONGOING	\$ 185,230.34
HARRISON ELEMENTARY WINDOW REPLACEMENTS	ONGOING	\$ 69,336.53
SOUTH ELEMENTARY WINDOW REPLACEMENTS	ONGOING	\$ 12,606.13
COMPLETED PROJECTS NON-CIP COMMITTEE	YEAR COMPLETED	TOTAL COST
POLICE DEPT ROOFING & ELECTRICAL	2012	\$ 308,978.00
RIVERSIDE PARK ACCESS ROAD	2012	\$ 436,490.00
CCAM	2012	\$ 684,602.00
BUILDING INSPECTION SOFTWARE	2013	\$ 327,537.00
ANIMAL SHELTER	2013	\$ 2,848,848.00
HUMAN SERVICES BUILDING RENO	2015	\$ 816,257.00
BOARD ROOM UPGRADES	2016	\$ 48,654.00
FINANCIAL SYSTEM - MUNIS	2016	\$ 1,435,210.00
CROSSPOINTE / CCAM	2016	\$ 20,142,135.00
COMMUNITY PLAYGROUNDS	2017	\$ 62,260.00
SCOTT PARK (PHASE III)	2017	\$ 190,007.00
SCOTT PARK IRRIGATION, ELECTRICAL, FENCING	2017	\$ 186,191.57
CENTRAL WELLNESS CENTER FITNESS ROOM*	2017	\$ 62,345.00
CENTRAL WELLNESS CENTER ASBESTOS REMOVAL	2017	\$ 87,250.00
WIRELESS BROADBAND - IDA INITIATIVE	2017	\$ 1,000,000.00
CENTRAL WELLNESS CENTER IMPROVEMENTS	2018	\$ 189,031.00
CENTRAL WELLNESS CENTER PIPE REPAIRS & UPGRADES	2018	\$ 42,730.94
BROADBAND STUDY	2018	\$ 20,787.00
HUMAN SERVICES HVAC REPLACEMENT	2018	\$ 33,475.00
ONGOING PROJECTS NON-CIP COMMITTEE	STATUS	EXP @ 6/30/18
CWC RENOVATIONS	ONGOING	\$ 111,632.48
STORMWATER - BIRCHETT ESTATES	ONGOING	\$ 47,328.50
STORMWATER - CEDAR CREEK	ONGOING	\$ 117,337.76
PRINCE GEORGE HIGH SCHOOL TRACK	ONGOING	\$ 223,371.51
BURN BUILDING	ONGOING	\$ 30,050.00

Summary of CIP Budget Activity:

		FY15-16	FY16-17	FY17-18	FY18-19	12/31/18	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	FY18-19 Expended to Date	County Administrator Proposed	Increase (Decrease)
Capital Projects Fund (0311):								
3101	Broadband Implementation	20,787	-	-	-	-	-	-
3102	Financial System Replacement	20,943	-	-	-	-	-	-
3103	Police Vehicles	548,110	388,118	374,710	400,000	6,202	400,000	-
3104	Fire/EMS Apparatus Reserve	839,309	-	90,991	75,010	-	162,537	87,527
3105	Building Inspector Software	5,527	-	-	-	-	-	-
3110	Other Capital Projects	63,674	-	-	-	-	-	-
3119	Carson Fire Station	1,640,196	6,261	-	-	-	-	-
3120	Human Services Building	20,900	-	-	-	-	-	-
3131	Central Wellness Center (Old Moore) Repairs	151,358	22,214	4,927	-	-	-	-
3132	School Buses	996,820	673,295	-	-	-	-	-
3125	Disputanta Renovation	3,684	4,000	-	-	-	-	-
3129	Scott Fields	350,493	-	-	-	-	-	-
3133	Courthouse HVAC	528,416	988,171	-	-	-	-	-
3135	Body Worn Cameras	-	-	-	-	-	-	-
3136	Community Center Parking Lot	14,447	10,380	217,555	-	-	-	-
3137	Central Wellness Center Parking Lot	10,236	9,096	-	-	-	-	-
3138	Community Playgrounds	61,722	62,260	-	-	-	-	-
3139	Food Bank Roof	14,307	-	-	-	-	-	-
3140	Courthouse Renovation	-	125,531	282,592	-	780,271	-	-
3141	Prince George High School & Beazley Elem Roof Replacement	1,153,307	-	-	-	-	-	-
3142	Fire Station Property Acquisition	52,693	-	-	-	-	-	-
3143	Burrowsville Fire Department Renovations	305,307	43,563	-	-	-	-	-
3144	Board Room Upgrade	48,654	-	-	-	-	-	-
3151	Exit 45 Improvements	278,154	1,119,016	175,808	-	11,646	-	-
3145	Public Safety Radio Consultant	-	59,580	114,855	-	-	-	-
3146	Beechwood Manor Tennis Court	-	4,450	-	-	-	-	-
3147	River's Edge Basketball Court	-	5,051	-	-	-	-	-
3148	Temple Park Basketball Court	-	424	3,975	-	-	-	-
3149	Branchester Lakes Basketball Court	-	1,775	-	-	-	-	-
3150	Temple Park Tennis Court	-	-	3,100	-	-	-	-
3151	Scott Park Phase III Renovations	-	190,007	-	-	-	-	-
3152	CWC Fitness Equipment	-	62,345	-	-	-	-	-
3153	Route 10 Fire Station	-	11,976	184,800	-	1,214,959	-	-
3154	Wireless Broadband	-	1,000,000	-	-	-	-	-
3155	RCJA Roof Project	-	-	43,609	-	-	-	-
3156	Harrison Elementary Windows	-	-	-	-	379,412	-	-
3157	South Elementary Windows	-	-	-	-	258,184	-	-
3158	P & R Scott Park Irrigation	-	94,669	-	-	-	-	-
3159	P & R Scott Park Electrical	-	52,523	-	-	-	-	-
3160	P & R Scott Park Fencing	-	39,000	-	-	-	-	-
3161	P & R Canoe Launch	-	-	41,938	-	-	-	-
3162	P & R Moore Canopy & Concrete	-	-	105,988	-	-	-	-
3163	Public Safety Radio Project	-	-	10,795	-	91,211	-	-
3164	CWC Asbestos Removal	-	87,250	-	-	-	-	-
3165	CWC Pipe Repair / Replacement	-	2,881	39,850	-	-	-	-
3166	Fuel Tank & Canopy Replacement	-	-	184,995	-	-	-	-
3167	Human Services HVAC Improvements	-	-	33,475	-	-	-	-
3168	Central Wellness Center Improvements	-	-	81,282	-	15,947	-	-
3169	Voting Equipment	-	-	112,995	-	-	-	-
3170	Bum Building	-	-	30,050	-	1,250	-	-
3171	CWC Bleachers & Gym Improvements	-	-	30,350	-	5,855	-	-
3172	Southpoint Utility Study	-	-	62,408	-	15,602	-	-
3173	CDCC Software Replacement	-	-	113,489	-	32,777	-	-
3174	CWC Building Upgrades Code	-	-	-	-	11,668	-	-
3175	School Track CIP	-	-	223,372	-	5,800	-	-
3176	School Field House Renovations	-	-	-	-	-	-	-
3177	School Security Improvements	-	-	-	-	10,580	-	-
3178	Co Building Entrance Improvements & Security Upgrades	-	-	-	-	-	-	-
3179	Route 156 Water Extension	-	-	-	-	216	-	-
3180	Food Lion Water System Upgrade	-	-	-	-	72,893	-	-
3181	-	-	-	-	-	-	-	-
3182	Assessor Software Replacement	-	-	-	-	11,910	-	-
4000	Bond Issuance Costs and Defeasance of Debt	14,342,467	102,691	132,819	-	-	-	-
	Total Capital Projects	21,471,511	5,166,527	2,700,728	475,010	2,926,383	562,537	87,527

Approved Planning Commission recommendations are on the following pages with detailed project descriptions.

FUNDING

A critical component of any Capital Improvements Plan is the availability of funding for these large expenditures. There are generally six sources of funding for Capital Improvement Projects: Debt or lease-purchase agreements, grants, and transfers from the general fund, existing fund balances, or cash proffers.

Debt, in the form of general obligation notes, bonds, or lease-purchase agreements, is the most common way to pay for large capital improvement projects. While Prince George residents voted in 1985 to allow the County to issue debt without a public referendum, the Prince George Board of Supervisors have adhered to debt limits to keep the level of outstanding debt and debt service affordable within the current tax structure. To maintain an affordable level of debt, the Board of Supervisors adopted formal Financial Policies in November 2006, and later amended the policies in 2014. Finance Department staff worked with Davenport & Company to perform an analysis on the required ratios and provided the CIP Committee with a debt funding strategy that was in-line with the Financial Policies.

The CIP as proposed in this document assumes the issuance of \$4,750,000 for the purchase of law enforcement vehicles (\$400,000); Fire Apparatus (\$2,250,000) and Stormwater Projects (\$2,100,000). None of the projects submitted through the CIP process are recommended for completion. The uncertainty surrounding a new Walton Elementary and moving the Jefferson Park Fire Station replacement to FY2019 limit the amount of resources available for additional borrowing in FY2020 without a tax increase. The recommendations proposed by the County Administrator differ from the recommendations proposed by the CIP Committee.

The Board of Supervisors may choose to use general, capital or other fund balances in excess of established limits to pay for one-time capital improvements. Excess fund balance is not a good source of funds for ongoing expenditures, but they can be responsibly used for one-time capital projects, as long as enough fund balance remains in the general fund to meet the minimums adhered to by the Board of Supervisors, and that all cash flow concerns have been addressed prior to the appropriation of these funds.

Transfers from the General Fund of the County are often used to pay for smaller capital projects. An amount equal to the expected cost of capital projects to be funded through general fund transfer is budgeted as part of the operating budget of the County.

Some revenue sources are dedicated to a particular purpose, and capital projects in these areas, such as utilities facilities and land purchased for economic development, must come from the revenues provided for that function. It would be inappropriate to use general funds for utilities infrastructure, unless the infrastructure is directly attributable to a general government purpose (growth management, economic development, etc.). Debt issued for these types of projects should be serviced (interest and principal payments) from the related operating fund.

Finally, cash proffers are a potential source of funds for capital projects necessitated by the County's growth. Cash proffers are voluntary payments by developers seeking rezoning on a

parcel, proffered to mitigate the impacts of new residents on the County's public facilities. Projects to be financed through cash proffers are identified in this report.

The Impact of Capital Borrowing:

Borrowing for capital projects requires the budgeting of annual debt service payments over the period of financing. Davenport & Company, the County's Financial Advisor, assisted staff in computing the annual fiscal (tax rate) impact of borrowing for capital projects. Additionally, Davenport assisted in determining if borrowing creates instances of non-compliance with the County's adopted financial policies.

Impact of Original CIP Committee Recommendations

Davenport computed impacts of the CIP Committee's recommendations under multiple scenarios. The full Planning Commission presentation can be seen as **Appendix A** of this document with the tax rate impacts.

Impact of County Administrator's Proposed Recommendations

Davenport computed impacts for multiple FY2020 borrowing scenarios. These scenarios were reviewed with the Board of Supervisors at its pre-budget work session on December 19, 2018. The natural real estate tax increase in Fiscal Years 2020 and 2021 if an elementary school is constructed ranges between \$0.0814 and \$0.0869 depending on cost of the school (\$32.1 Million to \$34.3 Million) without significant cash outlays. This increase is *prior* to considering any projects requested for Fiscal Years 2020-2029. See Scenarios 1 and 2 of Appendix A.

Adding new FY2020–2029 CIP projects drives the total real estate tax increase in Fiscal Years 2020 and 2021 to \$0.0961. See Scenario 3 in Appendix A. Due to the uncertainty of the timing of a new elementary school and the significance of resources required, no CIP projects are being recommended for inclusion in the FY2020 budget.

The Board of Supervisors will ultimately approve which Capital Improvement Projects are funded and the amount of any Real Estate tax increase for FY2020.

PROPOSED PROJECTS

County and School Board staff submitted twenty-five projects for consideration in the Capital Improvements Plan. The Committee heard testimonies from several staff members regarding several proposed projects. A complete listing of projects, in Rank Order as assigned by the CIP Committee, is below:

Proposed Capital Improvement Projects		
FY2020-2029 Process		
CIP Committee Rankings		
	Project	Cost Estimate
1	PGHS Generator	\$ 174,000.00
2	Human Service Roof Refurbish	\$ 379,000.00
3	PG Fire Company 1 Renovations	\$ 475,000.00
4	Temple Tennis Courts Re-Surfacing	\$ 57,534.00
5	Carson Sub-Station Comp 6 Renovations	\$ 840,000.00
6	Fleet Garage Bay Expansion	\$ 230,000.00
7	Courtroom Audio Visual Refresh	\$ 140,939.00
8	PGHS Bleachers	\$ 270,000.00
9	Jefferson Park Fire Station Relocation	\$ 2,495,000.00
10	Scott Field Lighting Project	\$ 1,035,000.00
11	PGHS Auditorium	\$ 1,239,043.00
12	Beazley Elementary School - New	\$ 32,100,000.00
13	Moore Athletic Complex Improvement (Playground & Pavilion)	\$ 148,564.00
14	Comprehensive High School - Renovations & Addition	\$ 50,448,125.00
15	Wells Station Road Fire & EMS Station	\$ 2,495,000.00
16	Field Hockey Lighting	\$ 300,000.00
17	Joint Heavy Equipment/Bus Garage	\$ 3,549,522.00
18	Carson CC Pavilion	\$ 118,000.00
19	Carson CC Playground	\$ 72,000.00
20	Scott Park Water & Sewer	\$ 1,540,000.00
21	Carson CC Baseball Field	\$ 90,000.00
22	Fire/EMS Optimcom System	\$ 448,228.00
23	Parks & Rec Dog Park	\$ 70,000.00
24	Appomatox River Park Ampitheater	\$ 86,450.00
25	Turf Grass	\$ 1,000,000.00
		\$ 99,801,405.00
	Project Escalated to FY2019 by Board of Supervisors	

RECOMMENDATIONS

This Capital Improvements Plan includes the following projects and recommendations:

- Appropriating, as part of the County's **FY2019-2020 budget**, capital improvement funds of \$4,750,000. This amount includes:
 - \$ 400,000 Police Vehicle Replacements*
 - \$2,250,000 Fire/EMS Apparatus* [Funded by devoted \$0.02 RE Tax]
 - \$2,100,000 Stormwater Projects* [Funded by Stormwater Fees]

*Proposed outside of CIP Committee Recommendations

- The CIP Committee recommended completion of capital improvements projects for Fiscal Years 2020 through Fiscal Year 2029 as outlined below. ***The timeline on these projects will move out at least one year if no CIP projects are moved forward in FY 2020. The documents outlining each project have been moved up by one year. Additionally, New Walton Elementary and Self Contained Breathing Apparatus for Fire & EMS are not shown below as those projects were targeted for FY2019 but not approved.***

FY2020

- \$ 174,000 Prince George High School Generator
- \$ 379,000 Human Services Roof Refurbish
- \$ 475,000 Prince George Fire Company 1 Renovations
- \$ 57,534 Temple Tennis Courts Re-Surfacing
- \$ 840,000 Carson Sub-Station Comp. 6 Renovations
- \$ 140,939 Courtroom Audio Visual Refresh
- \$ 230,000 Fleet Garage Bay Expansion
- \$ 172,000 Scott Field Lighting Project [1/6th]
- \$ 148,564 Moore Athletic Complex Improvement

FY2021 [Push All Projects 1 Year out]

- \$ 270,000 Prince George High School Bleachers
- \$ 2,495,000 Wells Station Road Fire & EMS Station
- \$ 172,000 Scott Field Lighting Project [1/6th]

FY2022

- \$ 1,239,043 Prince George High School Auditorium
- \$ 172,000 Scott Field Lighting Project [1/6th]

FY2023

- \$ 2,495,000 Jefferson Park Station Relocation [This project was escalated to FY 2019 by Board of Supervisors [revised cost estimate is \$3,200,000].
- \$ 172,000 Scott Field Lighting Project [1/6th]

FY2024

- \$ 172,000 Scott Field Lighting Project [1/6th]

FY2025

- \$ 175,000 Scott Field Lighting Project [1/6th]

FY2026 and Beyond

- \$29,101,406 Beazley Elementary School [Revised cost estimates suggest cost of \$32,100,000 to \$34,300,000].
- \$50,448,125 Comprehensive High School – Renovations & Additions
- \$ 300,000 Field Hockey Field Lighting
- \$ 3,549,522 Joint Heavy Equipment/Bus Garage
- \$ 118,000 Carson Community Center Pavilion
- \$ 72,000 Carson Community Center Play Ground
- \$ 1,540,000 Scott Park Water & Sewer
- \$ 90,000 Carson Community Center Baseball Field
- \$ 448,228 Fire/EMS Opticom System
- \$ 70,000 Parks & Rec Dog Park
- \$ 86,450 Appomattox River Park Amphitheater
- \$ 1,000,000 Football Field Turf Grass

Projects to be included in the operating budget

The consensus of the CIP committee was that some recurring capital costs, such as the appropriations for the Fire and EMS Apparatus Fund, police vehicles and maintenance should be budgeted as operating expenditures. These items should not “compete” in the CIP process with other one-time capital expenditures. The Committee agrees that the proper accounting for these costs would be in the County’s capital projects fund, where if not spent during the fiscal year the appropriation will not expire. The Committee felt, however, that these projects stood on their own and did not need to be reconsidered by the Committee every year. The Committee recommends the County continue setting aside funds in the operating budget for Fire & EMS apparatus, police vehicles, maintenance and undesignated capital projects.

Self-Contained Breathing Apparatus

Project Description:

Fire and EMS is requesting funding to replace the out dated SCBA's that our firefighters are utilizing to enter hazardous environment when protecting our citizens. The current SCBA's are 4 standards out dated. The project calls for SCBA's that meet current standards and incorporate new technology to ensure the safety of our first responders is protected.

Project Justification:

Prince George Fire and EMS conducted an SCBA overhaul in 2005. Several packs were replaced and brought up to the 2002 standards. Since then, several changes have taken place making our current cache obsolete. The current low pressure systems are no longer acceptable. The current standard only allows for high pressure systems. Therefore, recently purchased SCBA's are now mixing with obsolete SCBA's creating the potential for mix parts and accessories which could lead to a line of duty death or injury.

Impact if Project not Completed:

Potential catastrophic failure of SCBA's resulting in firefighter deaths or injuries. Additionally, a failure could result in the inability to perform lifesaving rescues, save citizens property and protect the environment.

Financing:

The project is scheduled to be completed with the issuance of debt service and is estimated to cost \$1,482,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$1,482,000				\$1,482,000

Walton Elementary School - New

Project Description:

New 750 pupil elementary school to replace William A. Walton Elementary School.

Project Justification:

Walton Elementary School needs to be replaced due to the age of the facility. Presently 4 trailers are used as classrooms. In addition, the present school design does not provide a safe and secure learning environment. Original building 1960, additions 1971 and 1992.

Impact if Project not Completed:

Deteriorating school and trailers, 21st Century technology demands cannot be met, extremely difficult to provide a safe and secure learning environment.

Financing:

This project is currently estimated to cost \$32,100,000+ and is not currently slated to be debt financed. Discussions remain on-going.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$32,100,000+				\$32,100,000

Scott Park Utilities Expansion

Project Description:

Installation of site utilizes to the park expansion including electrical service, water and sewer.

Project Justification:

The property is designated for the future growth needs of the County with respect to County's services, buildings, and recreation. We can have 6-7 rectangular fields, 3-4 softball and baseball fields, a variety of hiking trails, and there can be playgrounds, dog parks, mountain bike trails, disk golf, fishing, pavilions, and concession stands. There is room for a maintenance yard and picnic shelters. The park will be a great resource for citizens in the local Parks & Rec. community who have kids who play sports, families and seniors who enjoy walking, fishing and bird watching, sport enthusiasts and bikers. It will also provide for future government needs by providing land for additional facilities and expansions such as a school, equipment garage or other government building.

Impact if Project not Completed:

The County's Parks & Rec. department has seen recent increases in enrollment for multiple sports. Currently there are not enough fields to handle the demands of the community. Soccer and football have to be played in the outfields of softball and baseball fields, resulting in the deterioration of the fields. In addition, new types of recreational activities cannot be offered if additional space/land is not developed. The County desires to have a central, planned location for future growth needs including facilities and recreational needs.

Financing:

The Water & Sewer is scheduled to be completed with the issuance of debt service in the amount of \$1,540,000 for FY2026 or beyond.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$1,540,000	\$1,540,000

Fleet Garage Bay Expansion

Project Description:

Construct a 30' X 60' metal on concrete slab bay on the north side of existing Fleet Garage and a 16' X 26' metal on concrete slab extension on the north side of the Fleet Garage Office Area. Currently, Garage Staff must work on the large apparatus either partially or totally outside of the existing bays. The office extension is needed for documentation/parts storage and department leadership.

Project Justification:

Protect integrity of apparatus and provide a conditioned work environment

Impact if Project not Completed:

- (1) Internal components of equipment may become contaminated and damaged.
- (2) Garage Staff will continue to work outside and be exposed to the elements of the weather.

Financing:

The project is slated to be debt financed in FY2020 and is estimated to cost \$230,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$230,000				\$230,000

Human Services Roof Refurbish

Project Description:

Refurbish approximately 34,000 square feet of existing metal roof panels. The existing roof was installed as a component of the facility construction in 1988. The age of the panels is 26 years. An inspection of the panels was performed in May of 2014 by a representative of the Garland Company. The inspection revealed a deterioration of the roof coating and recommends an “overlay” coating/refurbishment of the roof. With the coating of the roof, the life expectancy will be extended by an estimated term of 15 years.

Project Justification:

Extend life of existing roof to prevent a total tear-off and replacement.

Impact if Project not Completed:

Continued deterioration will result in roof leaks that will impact facility infrastructure and will result in a roof tear-off and replacement.

Financing:

The estimated total cost of the roof refurbishment is \$379,000. The project is slated to be debt financed in FY2020.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$379,000				\$379,000

Carson Sub-Station Renovations

Project Description:

This project provides funding to build an additional space to house essential personnel allowing us to meet the increasing calls generated in this service area. The project includes minor site work, remodeling of existing structure and constructing an estimated 5,000 square foot in additional building space. The facility will include an additional bay for an ambulance based on future needs and much needed living conditions to meet future staffing needs. The station will house a quint, reserve tanker, brush unit and an ambulance.

Project Justification:

In order for us to meet critical response times, it is imperative that the Carson Substation is modified to house essential personnel and apparatus. Such improvement will allow for quicker response to the increasing fire and emergency medical calls we are experiencing with normal county growth.

Impact if Project not Completed:

Inability to house essential personnel and apparatus to meet future growth needs and increased emergency response calls in this service area will drastically impact public safety and quality of life.

Financing:

The renovation is scheduled to be performed in FY18 at an estimated cost of \$840,000 and is scheduled to be completed with the issuance of debt service for FY2020.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$840,000				\$840,000

Wells Station Road Fire & EMS Station

Project Description:

The County of Prince George recently received a land proffer from Mr. Jimmy Jones that would provide an area to relocate the Jefferson Park Fire Station. This project calls for the construction of a 12,000 square foot Fire and EMS station that will house essential equipment and personnel 24 hours a day 7 days a week. Essential personnel housed at the station will reduce the critical response times to calls for service in Prince George County. The facility will also include a training division with classrooms and will oversee the use of the County's proposed burn building/training site.

Project Justification:

After the insurance industry changed its practice on underwriting homeowner's policies, several citizens have seen an increase of up to 150% of their previous cost for fire insurance. This issue coupled with long response times in higher populated areas as well as areas in which future development plans are underway, and fatalities resulting from structural fires have prompted the Board of Supervisors to take action. The Director of Fire and EMS was charged by the Board of Supervisors and County Administration to conduct a study on future fire station needs and locations. This study was completed in December 2013. The results of the study identified several locations in which a Fire and EMS station needs to be located in the future. The County's economic development engine sits in the industrial park. The Area is currently classified as unprotected according to ISO standards.

Impact if Project not Completed:

Failure to complete this project will result in the inability to house essential personnel and resources in areas with higher call volumes. The inability to house essential personnel and resources will result in long response times from other stations. Longer response time equal, less lives saved, less property saved, and less revenue generated for the county. Additionally, the area will continue to be classified an unprotected resulting in less consideration for companies to locate in the area compared to other jurisdictions.

Financing:

The project is slated to be debt financed in FY2021 and is estimated to cost \$2,495,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
		\$2,495,000			\$2,495,000

Beazley Elementary School - New

Project Description:

New 750 pupil elementary school to replace L. L. Beazley School.

Project Justification:

Beazley Elementary School needs to be replaced due to the age of the facility. Presently seven trailers are used to house eight programs. In addition, the present school design does not provide students with a safe and secure learning environment. Original building 1964, additions 1971 and 1992.

Impact if Project not Completed:

Deteriorating school and trailers cannot meet demands of 21st Century technology, extremely difficult to provide a safe and secure learning environment.

Financing:

This project is currently estimated to cost \$29,101,406 and is slated to be debt financed in FY2021. Pricing will likely be higher than the amount submitted - \$32,100,000 to \$34,300,000 is an updated estimate.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$29,101,406	\$29,101,406

Prince George Fire Station Renovations

Project Description:

This project provides funding to build an additional space to house essential personnel allowing us to meet the increasing calls generated in this service area. The project includes minor site work, remodeling of existing structure and constructing an estimated 1200 square foot in additional building space. The facility will include much needed living conditions to meet future staffing needs. The station will house an Engine, Squad, Aerial Truck, Brush Unit, HAZ- MAT Response Unit, and for future needs an Ambulance.

Project Justification:

In order for us to meet critical response times, it is imperative that the Prince George Fire Station (Courthouse) is modified to house essential personnel and apparatus. Such improvement will allow for quicker response to the increasing fire and emergency medical calls we are experiencing with normal county growth and additional calls.

Impact if Project not Completed:

Inability to house essential personnel and apparatus to meet future growth needs and increased emergency response calls in this service area will drastically impact public safety and quality of life.

Financing:

This project is currently estimated be debt financed in FY2022 at a cost of \$475,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$475,000				\$475,000

Fire/EMS Opticom System

Project Description:

This is an executive summary for the cost and installation of the Opticom Emergency Vehicle Priority system. The prices noted are based on current prices, quoted from the vendor, GTT Mid-Atlantic, Sterling VA.

Based on current system configuration (Infrared Optical) (IR) and future installation (Global Positioning system) (GPS) the vehicle will require dual emitter systems 794 MH (\$995.00) combined with the upgrade kit series 2000 (\$2,505.00) for a total of \$3,500 per vehicle equipped. This system will allow operation in IR areas, such as Oaklawn Blvd, Colonial Heights and Chesterfield County, as well as future GPS installations. GTT Mid-Atlantic is willing to train our County Garage on installation, thus removing the \$1,000 installation fees.

Project Justification:

The current agreement between VDOT and Prince George County is the following: The County is financially responsible for purchase and installation of the current operating traffic signals, which do not have Opticom. The cost of equipment is \$14,894 per unit, plus installation. If the county has entered an agreement with VDOT, the Opticom GPS will be installed by VDOT, with the installation of new traffic signals. This according to Mr. Robert Cochran's, Richmond VDOT (804) 524-6112. Of the 12 controlled intersections in the county, 6 are in the Company 5 response area; 5 are in the Company 1 response area and 1 is in Company 2 first response area. Current IR operational signals are bidirectional on Oaklawn Blvd. from Sisisky Blvd through Jefferson Park Rd, and would require VDOT to install IR receivers from Jefferson Park Rd., Tri-Cities Blvd. and Crossings Blvd. to make these systems operational for responding vehicles. The signals at Temple Ave and River Rd do not have an installed system, nor does the signal at Temple and Puddledock Rd. None of the other remaining signals in the county have Opticom installed.

The advantages of Opticom Preemption are: reduced intersection accident exposure to emergency vehicles by approximately 70%, reduced response time for emergency vehicles by approximately 20%, as well as increased safety for first responders and the driving public.

Impact if Project not Completed:

Continued higher exposure to intersection accidents and increased response time for emergency vehicles.

Financing:

The estimated total cost of the roof refurbishment is \$448,228. The project is slated to be debt financed in FY2026 or later.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$448,228	\$448,228

Dog Parks at Scott Park & Temple Park

Project Description:

Project provides for the design and construction of two fenced park areas in the County for dog owners to exercise and socialize their pets. The parks are planned for Temple Park and Scott Park, affording residents in both the northern and southern areas of the county the opportunity for recreation with their pets in a controlled environment.

Project Justification:

Currently no fenced dog parks are located within the County. Dog parks are an excellent source of off-leash exercise for active dogs which allows dogs to get adequate physical and mental exercise, thereby lessening destructive and annoying behaviors in general.

Dog parks which are designed for dogs only lessen the chance of owners letting their dog's off-leash in the County, which has a leash law in effect. The park plan includes separating big dogs from small dogs, providing several gathering spots for dog owners (tables, shelters, etc.), training and exercise challenge equipment, and visual barriers to help direct the flow of the dogs.

Impact if Project not Completed:

Financing:

This project is currently estimated to cost \$70,000 and is slated to be debt financed in FY2026 or later.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$70,000	\$70,000

Appomattox River Park Amphitheater

Project Description:

The Appomattox River Regional Park houses an educational pavilion, purchased through a combination of grant and county funding. The pavilion currently has six picnic tables for seating. The 2002 ARRP Master Plan included the development of an educational facility to be used for outdoor education. The proposed amphitheater style seating would be built into the hill next to the educational pavilion and would be large enough to accommodate classrooms of school children or other visitors.

Project Justification:

The proposed pavilion seating would better accommodate classrooms of school children or other visitors. The seating would also provide visitors a better vantage point to view presentations.

Impact if Project not Completed:

The educational pavilion would continue to house picnic tables for seating, limiting participation and presentation visibility.

Financing:

The estimated cost of the project is \$86,450 and would be financed through the use of fund balance in excess of the financial policy minimum. The project is scheduled for FY2026 or later.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$86,450	\$86,450

Carson CC Playground

Project Description:

Construction of Playground Equipment at Carson Community Center

Project Justification:

Provide Recreational Playground Equipment to Carson Community

Impact if Project not Completed:**Financing:**

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$72,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$72,000	\$72,000

Carson CC Baseball Field

Project Description:

Construction of Baseball Field at Carson Community Center.

Project Justification:

Provide Recreational Facility for Citizens in Southern Area of County.

Impact if Project not Completed:**Financing:**

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$90,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$90,000	\$90,000

Carson CC Pavilion

Project Description:

Construction of Pavilion at Carson Community Center

Project Justification:

Provide Recreational Amenities to Carson Community

Impact if Project not Completed:**Financing:**

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$118,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$118,000	\$118,000

Joint Heavy Equipment / Bus Garage

Project Description:

This project is for the construction of a joint heavy equipment garage to service large vehicles of both the School System and the County. Heavy vehicles are defined as vehicles with a gross weight exceeding 10,000 pounds, such as fire trucks, ambulances, certain utility vehicles and school buses. It is anticipated that the building would be sited and designed to allow for expansion to handle light vehicles as well. The garage could be located behind the Prince George Education Center or on the Yancey Property.

Project Justification:

Currently the School System bus garage is inadequate to meet service demand. Additionally, it is poorly located on a major thoroughfare near the high and junior high schools. In addition to addressing the traffic safety concerns, relocation of this facility would free up space for a planned expansion of the high school. Finally, the County garage does not have a bay large enough to accommodate several of the fire trucks in the County's fleet.

Impact if Project not Completed:

Traffic concerns and inadequate facilities would continue at the existing bus garage. Service for County fire trucks would continue to be outsourced, and the planned expansion of the high school would be delayed, if not abandoned.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$3,549,522.

Notes:

The Committee recommends the Heavy Equipment Garage project to go to a Committee appointed by the County in order to determine the exact nature of the needs represented by both county and school systems.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$3,549,522	\$3,549,522

Comprehensive High School Renovations & Additions

Project Description:

Renovate and add on addition to Prince George High School.

Project Justification:

Prince George High School was constructed in 1976 with renovations in 1992 and 2001. The school was built for a capacity of 1,200 students in grades 9-12 and now has 1,352 students in grades 10-12. Original building 1976, additions in 1992 and 2011.

The design of the facility does not provide an easy flow of student traffic from one area of the building to another which creates a safety hazard. The facility cannot meet the technology demands of the 21st Century. The addition is needed to house career and technical education programs.

Impact if Project not Completed:

The existing high school site limits expansion capabilities to include career and technical and alternative education services.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$50,448,125.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$50,448,125	\$50,448,125

Prince George High School Generator

Project Description:

Prince George High School currently has not operating generator. The old generator only operated the emergency lights and no parts can be found to repair it.

Project Justification:

Prince George High School is scheduled to be our #3 shelter but at this time cannot be used as a shelter in any capacity. Currently, if we lose power, we have not emergency lighting nor exit signs.

Impact if Project not Completed:

Building will not be able to be used as a shelter in current condition. Ongoing concern for students and staff safety without emergency lighting or exit signs.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$174,000.00.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$174,000				\$174,000

Temple Tennis Courts Re-Surfacing

Project Description:

The Temple tennis courts are utilized by County citizens throughout the year. Last year the department added Pickleball lines to two of the courts, increasing facility use. The courts had numerous wide cracks which were filled in 2016. After a few months the fill that was placed in the cracks settled, causing an undesirable playing surface. The installer came back and refilled the problem areas, however the area settler again.

Project Justification:

The dips in the tennis/pickleball playing surface are both unsafe and undesirable for play. The department looked for the most cost efficient fix for this problem. The proposal is to remove/replace only the existing affected areas, recoat and line. The repairs utilize a special fiber like material to cover the existing areas repaired to help reduce the possibility of future settling. Re-doing the entire courts would cost substantially more.

Impact if Project not Completed:

The tennis/pickleball courts will continue to be unsafe and undesirable for play.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$57,534.00.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$57,534				\$57,534

Courtroom Audio Visual Refresh

Project Description:

Replace aging audio/visual equipment used during trials in the First Floor and Second Floor Courtrooms in the Prince George Courthouse.

Project Justification:

Equipment has been in place since the Courthouse was built around 2000 and nothing appears to have ever been replaced. Some additions were made to update the use of a projector to be a monitor and the addition of HDMI outlets at the attorney desks. Given the basement build-out and the newer audio/visual equipment being installed, staff expects the State to make a similar request of the other two courtrooms. Since the building is owned by the County, the County must fund the project to the State's requests.

Impact if Project not Completed:

The equipment could fail and the State Supreme Court would require the County to replace the equipment immediately. There could be a 60 to 90 day implementation to get everything designed and installed. This could force them to have one courtroom that could be used. The dockets are already very full.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$140,939.00.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$140,939				\$140,939

Prince George High School Bleachers

Project Description:

Prince George High School gym bleachers are utilized by the school and community for various events.

Project Justification:

Prince George High School gym is used almost 24/7 if scheduled and last updated in 1975.

Impact if Project not Completed:

Wooden bleachers are splintering and cracking. It is becoming harder and harder to find replacement parts for the bleachers as well as the operating system.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$270,000.00.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
		\$270,000			\$270,000

Scott Field Lighting Project

Project Description:

The first stage of the new Scott Park (formerly Buren property) development included the construction of five rectangular fields suitable for soccer, lacrosse, football, etc. Three of the fields are currently being used for soccer league use and tournament play. The remaining two fields turf will be suitable starting in the spring of 2019. New Scott park will be used for Recreation league activity and with development, become a very attractive venue for externally hosted tournaments. The facility parking lot has parking for over 200 vehicles.

Project Justification:

Currently during both fall/spring soccer seasons, weekday practices are limited to natural light. Games are played on Saturdays partially due to limited weekday (evening) daylight. Lighted fields would permit longer and more frequent weekday practices. Given the additional availability that lighted fields would provide, new leagues could be developed. Lights would also be a very attractive feature to outside tournament organizers.

Impact if Project not Completed:

Practices and games would be limited to dawn to dusk, thus limiting field availability. The ability to offer new sports and/or leagues would be limited due to available hours. Outside tournament organizers would be less likely to utilize our facility. This project could be done in stages for budgeting purposes (cost is broken down per field).

Financing:

The project is recommended to be debt financed and spread evenly over six fiscal years (one field per year). Cost if completed over six years is \$1,035,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$172,000	\$172,000	\$172,000	\$519,000	\$1,035,000

Prince George High School Auditorium

Project Description:

Prince George High School Auditorium is utilized by the school as well as the community for various events.

Project Justification:

Prince George High School auditorium is used almost 24/7 if scheduled and last updated in 1975.

Impact if Project not Completed:

Seating is in disrepair and falling apart with parts not available. Wallpaper is out of date and peeling off the wall. Stage curtains are old, faded and in need of cleaning. Carpet is in the same condition as the curtains. House light and stage lights are at least 20 years old and are in need of update for energy and lighting purposes. Sound system has been modified through the years with no real upgrade. The divider for the lecture rooms is old, worn and parts are not longer available for repair. The divider will also need to be updated to match the walls.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$1,239,043.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
			\$1,239,043		\$1,239,043

Moore Athletic Complex Improvement (Playground & Pavilion)

Project Description:

The Moore Athletic Complex Improvement proposal includes both a playground and pavilion. The proposed playground would be installed behind the left field fence on field #1 (located by

the existing concession stand) and be big enough to accommodate a larger number of children during league play and tournaments. Half of the playground would have a solid pour surface, which would make it specifically handicap accessible. The remaining surface would utilize certified playground mulch, the nationally accepted standard. The proposed pavilion would be constructed behind the exiting concession stand, within clear site of the playground. The 30' x 36' pavilion, would serve as a hub for dining, meeting, or for parents to gather while their children are using the playground equipment.

Project Justification:

The Moore Athletic Complex has been visibly upgraded over the years, hosting regular league play and regional tournaments. The requested additions are a natural progression of the facility. Adding a playground would provide an entertainment feature for players, family members, spectators, and the community as a whole. Prince George does not currently have a playground with a solid pour surface geared to handicap use. Currently there are few sporadically placed tables throughout the complex. The addition of the pavilion would give attendees a covered location to dine and meet.

Impact if Project not Completed:

Prince George County will continue not to have a playground specifically constructed for both handicap and standard use. Persons utilizing the facility will continue to not have a covered location to eat and meet.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$148,564.00.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
	\$148,564				\$148,564

Field Hockey Lighting

Project Description:

Prince George High School and Prince George Parks and Recreation could use the field hockey field behind Prince George High School for field hockey and soccer at night.

Project Justification:

Field Hockey events would not have to be shortened and could be played to their entirety. Also, games could be safer with more light.

Impact if Project not Completed:

Limited used due to darkness.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$300,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$300,000	\$300,000

Turf Grass**Project Description:**

Prince George High School and Prince George Parks and Recreation use the athletic field behind N. B. Clements Junior High School for football and soccer. The number of VHSL athletic and Parks and Recreation events prohibits growth of the grass and causes potholes for injuries.

Project Justification:

Use 24 hours/7days per week if scheduled and elimination of watering/seeding/fertilizing.

Impact if Project not Completed:

Limited use due to VHSL and shared Parks and Recreation activities.

Financing:

The project is slated to be debt financed in FY2026 or later and is estimated to cost \$1,000,000.

FY 2020	FY2021	FY2022	FY2023	Beyond FY2024	TOTAL PROJECT COST
				\$1,000,000	\$1,000,000

CONCLUSION

The CIP Committee believes that Prince George is a growing and vibrant community, and will soon need additional services and facilities. Through the use of dedicated funding streams and future planning, the Committee hopes that the Capital Improvements Plan will maintain the current level of service for this growing locality and begin providing increased levels of service to the residents of Prince George.

The Committee recognizes the need for continued capital improvements planning to avoid “capital improvements by catastrophe”, and to ensure the future financial stability and beneficial

development of Prince George County. The Committee wishes to reemphasize that this process, while unable to address every need, is critical for planning and gives a good foundation for future decision making. The representation on the Committee and the discussions by those members has provided an excellent opportunity for collaborative thinking and consensus.

In conclusion, the Committee would like to thank the Planning Commission, the School Board, and the Board of Supervisors for this opportunity to serve the citizens of Prince George County.

Members of the FY2020-2029 CIP Committee:

Mr. James A. Easter, Committee Chairman, Planning Commission

Mr. Joseph Simmons, Committee Vice-Chairman, Planning Commission

Mr. Alan Carmichael, Board of Supervisors

Mr. Rob Eley, School Board

Mr. Brad Owens, Fire Chiefs' Committee

Mr. Larry Barnett, Citizen Representative

Mr. Andrew Petik, Citizen Representative

Mr. Donald Vtipil, Citizen Representative

Staff Support:

Douglas Miles, Zoning Administrator and Planning Manager

Betsy Drewry, Director of Finance

Lori Robertson, Accounting Supervisor

CIP COMMITTEE RECOMMENDATION

Thursday, December 20, 2018

1

CIP COMMITTEE MEMBERS

- Chair - James Easter
- Vice-Chair - Joe Simmons
- Board of Supervisors - Alan Carmichael
- School Board – Rob Eley
- Fire Chief's Committee - Brad Owens
- Citizen Representatives - Andrew Petik, Donald Vtipil, Larry Barnett

THE PROCESS

- Departments and Schools submit projects in the fall of 2018
- CIP Committee meetings are held
 - Committee ranks projects by significance and urgency
- Financial Advisor prepares financial impact document
- Presentation to the Planning Commission December 20, 2018
- Presentation as part of County Administrator's Proposed budget to the Board of Supervisors February 2019 (Date TBD)
- Budget Public Hearing scheduled for April 2019 (Date TBD)
- County Budget Adoption scheduled for May 2019 (Date TBD)

CIP - OVERVIEW

- The County's Multi-Year Capital Improvement Plan looks at proposed capital needs from fiscal years 2020-2029
- The County has identified \$96,727,811 in future CIP needs assumed to be funded through the issuance of debt in the short-term and long-term.*

*This does not include FY2019 projects being considered by the Board of Supervisors throughout this fiscal year (including the new elementary school [new Walton]).

2020-2029 CIP PROJECT RECOMMENDATIONS

FY19/20 ADOPTED BUDGET

PRINCE GEORGE COUNTY, VIRGINIA

Rank	Project	Amount	Total Score
1	PGHS Generator	\$ 174,000.00	59
2	Human Service Roof Refurbish	\$ 379,000.00	56
3	PG Fire Company 1 Renovations	\$ 475,000.00	56
4	Temple Tennis Courts Re-Surfacing	\$ 57,534.00	53
5	Carson Sub-Station Comp 6 Renovations	\$ 840,000.00	52
6	Courtroom Audio Visual Refresh	\$ 140,939.00	52
7	Fleet Garage Bay Expansion	\$ 230,000.00	52
8	PGHS Bleachers	\$ 270,000.00	51
9	Jefferson Park Fire Station Relocation	\$ 2,495,000.00	49
10	Scott Field Lighting Project	\$ 960,000.00	49
11	PGHS Auditorium	\$ 1,239,043.00	48
12	Beazley Elementary School - New	\$ 29,101,406.00	47
13	Moore Athletic Complex Improvement (Playground & Pavilion)	\$ 148,564.00	47
14	Comprehensive High School - Renovations & Addition	\$ 50,448,125.00	45
15	Wells Station Road Fire & EMS Station	\$ 2,495,000.00	43
16	Field Hockey Lighting	\$ 300,000.00	43
17	Joint Heavy Equipment/Bus Garage	\$ 3,549,522.00	37
18	Carson CC Pavilion	\$ 118,000.00	37
19	Carson CC Playground	\$ 72,000.00	36
20	Scott Park Water & Sewer	\$ 1,540,000.00	36
21	Carson CC Baseball Field	\$ 90,000.00	32
22	Fire/EMS Optimcom System	\$ 448,228.00	31
23	Parks & Rec Dog Park	\$ 70,000.00	26
24	Appomatox River Park Ampitheater	\$ 86,450.00	23
25	Turf Grass	\$ 1,000,000.00	21
		\$ 96,727,811.00	

NEW ELEMENTARY SCHOOL - IMPACT

- New Walton Elementary School in FY2019 borrowing – discussion continues between Board of Supervisors and School Board
- Impact is significant
 - Tax Rate
 - Capacity for future projects without an additional tax increase
- Location not finalized and selection has a bearing on price
 - Utilities (Water / Sewer) most significant difference
 - \$32.1 Million
 - \$34.3 Million (Yancey)

CIP FINANCING RECOMMENDATIONS

- Davenport Provided Scenarios for financing/funding projects
 - **Scenarios 1A & 1B** – 2019 Projects ONLY with new Walton Elementary School priced at \$32.1 Million - PROVIDES A “STARTING POINT” **BEFORE** adding in 2020-2029 projects ranked on slide 5
 - **Scenarios 2A & 2B** – 2019 Projects ONLY with new Walton Elementary School priced at \$34.3 Million* - PROVIDES A “STARTING POINT” **BEFORE** adding in 2020-2029 projects ranked on slide 5
 - **Scenario 3** – Adds in NEW ranked 2020-2029 projects with New Walton at \$34.3 Million*

ANALYSIS ASSUMPTIONS

- Real Estate Tax Rate - 86¢
- Estimated value of 1¢ = \$250,000, in FY 2018 for Real Estate
- Annual Growth of 1¢ = 0.01% for all years

FY2019 PROJECTS ONLY – NEW WALTON \$32.1M [SEE PAGE 3]



Scenario 1 | Multi-Year Capital Improvement Plan

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$32.1 Million**

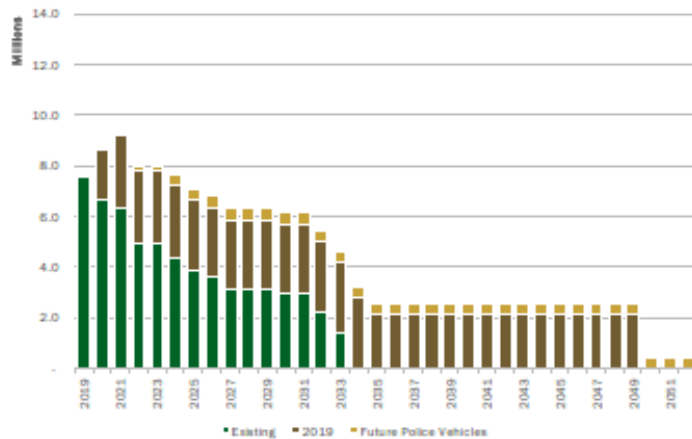
Approved												
Rank	Project	Term (Years)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Subtotal FY 2019-25	FY 2026+	Totals
1	Public Safety Police Vehicles ⁽¹⁾	5	400,000	400,000	400,000	400,000	400,000	400,000	400,000	2,800,000	400,000	3,200,000
2	Utility Route 156 Water Main Extension - Utility GF Supported	15	2,640,000	-	-	-	-	-	-	2,640,000	-	2,640,000
3	Utility Food Lion Water System Upgrades (Phases I & II concurrently) - Utility GF Supported	15	2,100,000	-	-	-	-	-	-	2,100,000	-	2,100,000
4	2019 Admin/CC/CWC Security & Door Systems (Handicap access for Admin Bldg)	15	125,000	-	-	-	-	-	-	125,000	-	125,000
5	2019 Walton Elementary School - New ⁽²⁾	30	32,100,000	-	-	-	-	-	-	32,100,000	-	32,100,000
6	2019 Fire & Crew Building Security System	15	75,000	-	-	-	-	-	-	75,000	-	75,000
7	2019 Self Contained Breathing Apparatus	15	1,482,000	-	-	-	-	-	-	1,482,000	-	1,482,000
8	2019 Real Estate Assessment Software Replace	15	495,125	-	-	-	-	-	-	495,125	-	495,125
9	2019 Police Boat	5	65,000	-	-	-	-	-	-	65,000	-	65,000
10	2019 Scott Park Extension Project	15	450,000	-	-	-	-	-	-	450,000	-	450,000
11	1 PGHS Generator		-	174,000	-	-	-	-	-	174,000	-	174,000
12	2 Human Service Roof Refurbish		-	379,000	-	-	-	-	-	379,000	-	379,000
13	3 PG Fire Company 1 Renovations		-	475,000	-	-	-	-	-	475,000	-	475,000
14	4 Temple Tennis Courts Re-Surfacing		-	57,534	-	-	-	-	-	57,534	-	57,534
15	5 Carson Sub-Station Comp 6 Renovations		-	840,000	-	-	-	-	-	840,000	-	840,000
16	6 Courtroom Audio Visual Refresh		-	140,939	-	-	-	-	-	140,939	-	140,939
17	7 Fleet Garage Bay Expansion		-	230,000	-	-	-	-	-	230,000	-	230,000
18	8 PGHS Bleachers		-	-	270,000	-	-	-	-	270,000	-	270,000
19	9 Jefferson Park Relocation		-	-	-	-	2,495,000	-	-	2,495,000	-	2,495,000
20	10 Scott Field Lighting Project ⁽³⁾		-	172,000	172,000	172,000	172,000	172,000	175,000	1,035,000	-	1,035,000
21	11 PGHS Auditorium		-	-	-	1,239,043	-	-	-	1,239,043	-	1,239,043
22	12 Beazley Elementary School - New		-	-	-	-	-	-	-	-	32,100,000	32,100,000
23	13 Moore Athletic Complex Improvement (Playground & Pavilion)		-	148,564	-	-	-	-	-	148,564	-	148,564
24	14 Comprehensive High School - Renovations & Addition		-	-	-	-	-	-	-	-	50,448,125	50,448,125
25	15 Wells Station Road Fire & EMS Station		-	-	2,495,000	-	-	-	-	2,495,000	-	2,495,000
26	16 Field Hockey Lighting		-	-	-	-	-	-	-	-	300,000	300,000
27	17 Joint Heavy Equipment/Bus Garage		-	-	-	-	-	-	-	-	3,549,522	3,549,522
28	18 Carson CC Pavilion		-	-	-	-	-	-	-	-	118,000	118,000
29	19 Carson CC Playground		-	-	-	-	-	-	-	-	72,000	72,000
30	20 Scott Park Water & Sewer		-	-	-	-	-	-	-	-	1,540,000	1,540,000
31	21 Carson CC Baseball Field		-	-	-	-	-	-	-	-	90,000	90,000
32	22 Fire/EMS Optimcom System		-	-	-	-	-	-	-	-	448,228	448,228
33	23 Parks & Rec Dog Park		-	-	-	-	-	-	-	-	70,000	70,000
34	24 Appomattox River Park Amphitheater		-	-	-	-	-	-	-	-	86,450	86,450
35	25 Turf Grass		-	-	-	-	-	-	-	-	1,000,000	1,000,000
36	Totals		\$39,932,125	\$ 3,017,037	\$ 3,397,000	\$ 1,811,043	\$ 3,087,000	\$ 572,000	\$ 575,000	\$52,311,205	\$90,222,325	\$142,533,530

Scenario 1 | Proposed Debt Profile and Key Debt Ratios

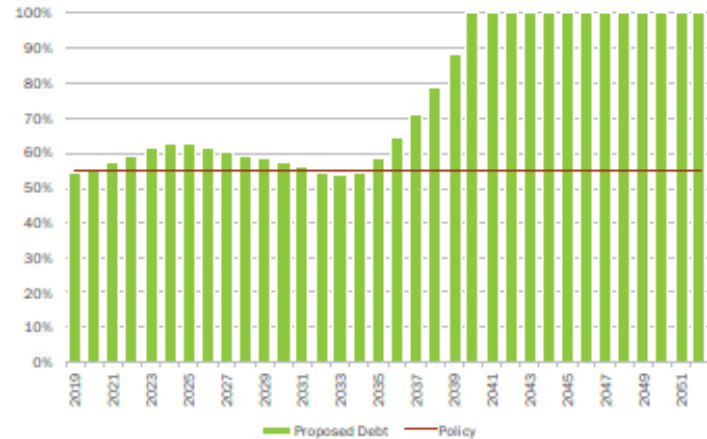
FY'19 Projects Plus Walton Elementary School (FY'19) at **\$32.1 Million**



Existing & Proposed Debt Service^(1,2)



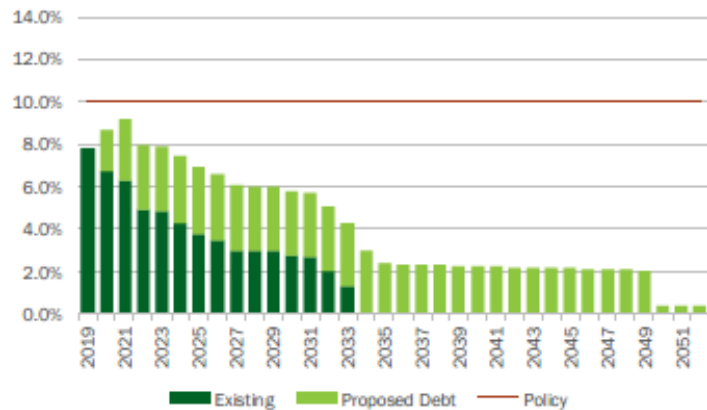
10-Year Payout⁽¹⁾



Debt to Assessed Value⁽¹⁾



Debt Service to Expenditures⁽²⁾



Note: Police Vehicle annual funding of \$430,000 ~~excluded~~ from Principal in FY 2021 & beyond.

DAVENPORT & COMPANY

Note: Police Vehicle annual funding of \$430,000 included as Debt Service in FY 2021 & beyond.



Scenario 1A | Debt Affordability Analysis | Natural Impact

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$32.1 Million**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Debt Service Requirements									Revenue Available for DS					Debt Service Cash Flow Surplus (Deficit)					
FY	County Obligations Debt Service	School Obligations Debt Service	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspointe) Obligations	CIP Debt Service	CIP Operating Impact	Total	General Fund Budgeted Debt Service	From the Fee Apparatus Replacement Fund (2 Dedicated Pennies)	Economic Development Meals Tax (Crosspointe)	2010A&B VML/VACO R2ED and B&B Federal Subsidy (12)	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance
2018	3,955,798	2,660,797	169,430	424,989	384,528	-	-	7,895,500	6,799,027	424,989	384,528	21,357	7,629,901	34,401	-	-	34,401	-	34,401
2020	3,151,188	2,635,862	270,395	327,462	385,916	1,866,357	-	8,647,181	6,799,027	327,462	385,916	18,902	7,541,308	(1,105,973)	-	(34,401)	(1,071,572)	4,204	-
2021	3,151,309	2,619,796	358,134	-	386,118	2,782,668	-	9,398,025	6,799,027	-	386,118	16,248	7,201,394	(2,096,632)	1,082,288	-	(1,014,344)	3,944	-
2022	3,150,104	1,321,187	362,014	-	385,158	2,782,668	-	8,001,132	6,799,027	-	385,158	13,178	7,197,363	(803,769)	2,117,598	-	1,313,829	-	1,313,829
2023	3,141,096	1,311,390	361,128	-	388,059	2,782,668	-	7,984,341	6,799,027	-	388,059	9,979	7,197,066	(787,276)	2,138,774	-	1,351,499	-	2,685,328
2024	2,690,571	1,297,308	447,173	-	385,728	2,782,668	-	7,603,449	6,799,027	-	385,728	6,781	7,191,536	(411,913)	2,160,182	-	1,748,249	-	4,413,577
2025	2,279,393	1,223,895	431,737	-	386,281	2,782,668	-	7,103,873	6,799,027	-	386,281	2,454	7,188,762	64,789	2,181,763	-	2,366,552	-	6,680,129
2026	2,001,057	1,214,517	430,500	-	385,648	2,782,668	-	6,814,390	6,799,027	-	385,648	-	7,184,675	370,285	2,205,911	-	2,573,866	-	9,253,995
2027	2,000,105	711,939	430,500	-	383,853	2,782,668	-	6,309,065	6,799,027	-	383,853	-	7,182,880	873,815	2,225,617	-	3,099,432	-	12,353,426
2028	2,000,979	711,978	430,500	-	386,918	2,782,668	-	6,313,044	6,799,027	-	386,918	-	7,185,948	832,923	2,247,873	-	3,120,775	-	15,474,201
2029	2,001,625	711,744	430,500	-	384,729	2,782,668	-	6,311,398	6,799,027	-	384,729	-	7,183,756	872,490	2,270,352	-	3,142,862	-	18,617,063
2030	1,818,995	711,238	430,500	-	387,400	2,782,668	-	6,130,801	6,799,027	-	387,400	-	7,180,927	1,055,626	2,293,055	-	3,148,682	-	21,965,724
2031	1,817,466	710,458	430,500	-	388,816	2,782,668	-	6,129,908	6,799,027	-	388,816	-	7,187,843	1,057,935	2,315,986	-	3,173,921	-	25,339,645
2032	1,825,131	587,900	430,500	-	-	2,782,668	-	5,426,199	6,799,027	-	-	-	6,799,027	1,372,828	2,339,146	-	3,711,974	-	29,051,619
2033	781,953	591,600	430,500	-	-	2,782,668	-	4,586,721	6,799,027	-	-	-	6,799,027	2,212,306	2,362,537	-	4,574,843	-	33,626,462
2034	-	-	430,500	-	-	2,782,668	-	3,213,168	6,799,027	-	-	-	6,799,027	3,585,859	2,386,163	-	5,972,021	-	39,598,483
2035	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,410,024	-	6,658,490	-	46,256,974
2036	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,434,124	-	6,682,590	-	52,939,564
2037	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,458,466	-	6,706,932	-	59,646,496
2038	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,483,050	-	6,731,516	-	66,378,012
2039	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,507,881	-	6,756,347	-	73,134,359
2040	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,532,980	-	6,781,428	-	79,915,785
2041	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,558,289	-	6,806,755	-	86,722,540
2042	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,583,872	-	6,832,338	-	93,554,878
2043	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,609,711	-	6,858,177	-	100,413,055
2044	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,635,808	-	6,884,274	-	107,297,329
2045	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,662,166	-	6,910,632	-	114,207,961
2046	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,688,788	-	6,937,354	-	121,145,315
2047	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,715,676	-	6,964,142	-	128,109,356
2048	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,742,832	-	6,991,298	-	135,100,655
2049	-	-	430,500	-	-	2,120,061	-	2,550,561	6,799,027	-	-	-	6,799,027	4,248,466	2,770,281	-	7,018,727	-	142,119,382
2050	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	2,797,963	-	9,166,490	-	151,285,872
2051	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	2,825,943	-	9,194,470	-	160,480,342
2052	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	2,854,202	-	9,222,729	-	169,703,071
Total	35,546,727	19,021,009	14,023,510	762,452	5,019,153	72,824,630	-	147,018,080	762,452	5,019,153	89,799	-	Total	(34,401)	-	(34,401)	Total Tax Effect	8,144	-

Tax Increase

2020- 4.20¢

2021- 3.94¢

*Total- 8.14¢

- Assumed FY 2018 Value of a Penny⁽³⁾:
- Assumed Growth Rate:

\$250,000
1.0%

- Alternatively, the County could implement a one-time FY 2020 equivalent tax increase of 6.19¢ or utilize \$5,171,161 of reserves or other sources of revenue to offset the need for a future tax impact.

FY19/20 ADOPTED BUDGET PRINCE GEORGE COUNTY, VIRGINIA

DEBT AFFORDABILITY ANALYSIS – SCENARIO 1B [SEE PAGE 7]

Scenario 1B | Debt Affordability Analysis | 5¢ in FY 2020

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$32.1 Million**



	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
	Debt Service Requirements								Revenue Available for DS					Debt Service Cash Flow Surplus (Deficit)						
	County Obligations	School Obligations	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspointe) Obligations	CSP Debt Service	CSP Operating Impact	Total	General Fund Budgeted Debt Service	From the Fee Apparatus Replacement Fund (2 Dedicated Pennies)	Economic Development Meals Tax (Crosspointe)	2010/AB VMI/VACO RZED and B&B Federal Subsidy (1,2)	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance	
FY	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service														
2019	3,955,756	2,660,797	569,430	424,989	384,528	-	-	7,995,500	6,799,027	424,989	384,528	21,257	7,629,801	36,601	-	-	36,601	-	36,601	
2020	3,151,188	2,835,862	370,395	337,462	385,916	1,864,357	-	8,647,181	6,799,027	337,462	385,916	18,802	7,541,208	(1,105,973)	1,275,125	-	169,152	6,904	203,553	
2021	3,151,309	2,819,796	358,134	-	386,118	2,782,668	-	6,298,025	6,799,027	-	386,118	16,248	7,201,394	(2,096,632)	1,287,876	13,553	(605,202)	-	-	
2022	3,150,104	1,321,187	362,014	-	385,158	2,782,668	-	8,001,132	6,799,027	-	385,158	13,178	7,597,363	(803,769)	1,300,751	-	496,986	-	496,986	
2023	3,141,096	1,311,390	361,128	-	388,059	2,782,668	-	7,984,341	6,799,027	-	388,059	9,979	7,597,066	(787,276)	1,311,393	-	526,487	-	1,023,473	
2024	2,890,571	1,297,308	447,173	-	385,728	2,782,668	-	7,603,449	6,799,027	-	385,728	6,781	7,591,536	(411,913)	1,296,930	-	914,987	-	1,938,461	
2025	2,279,393	1,223,895	431,737	-	386,281	2,782,668	-	7,103,973	6,799,027	-	386,281	3,454	7,188,762	86,785	1,380,169	-	1,424,958	-	3,363,419	
2026	2,001,057	1,214,517	430,500	-	385,648	2,782,668	-	6,814,390	6,799,027	-	385,648	-	7,184,675	372,285	1,353,571	-	1,723,856	-	5,087,274	
2027	2,000,105	711,939	430,500	-	383,853	2,782,668	-	6,309,065	6,799,027	-	383,853	-	7,182,890	873,815	1,367,107	-	2,240,921	-	7,328,196	
2028	2,000,979	711,978	430,500	-	386,918	2,782,668	-	6,313,044	6,799,027	-	386,918	-	7,185,955	872,902	1,380,778	-	2,252,679	-	9,581,875	
2029	2,001,625	711,744	430,500	-	384,739	2,782,668	-	6,311,266	6,799,027	-	384,739	-	7,184,758	872,490	1,394,585	-	2,267,075	-	11,848,950	
2030	1,818,995	711,238	430,500	-	387,400	2,782,668	-	6,130,801	6,799,027	-	387,400	-	7,186,427	1,055,626	1,408,531	-	2,464,158	-	14,313,108	
2031	1,817,468	710,458	430,500	-	388,816	2,782,668	-	6,129,808	6,799,027	-	388,816	-	7,187,843	1,057,035	1,422,617	-	2,480,552	-	16,793,659	
2032	1,825,131	587,900	430,500	-	-	2,782,668	-	5,426,199	6,799,027	-	-	-	6,799,027	1,372,828	1,436,843	-	2,809,671	-	19,603,330	
2033	781,953	591,800	430,500	-	-	2,782,668	-	4,586,721	6,799,027	-	-	-	6,799,027	2,212,306	1,451,211	-	3,663,517	-	22,266,847	
2034	-	-	430,500	-	-	2,782,668	-	3,213,168	6,799,027	-	-	-	6,799,027	3,585,859	1,465,723	-	5,051,582	-	28,318,429	
2035	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,480,281	-	5,728,847	-	34,047,276	
2036	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,495,184	-	5,743,650	-	39,790,926	
2037	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,510,136	-	5,758,602	-	45,549,529	
2038	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,525,238	-	5,773,704	-	51,323,232	
2039	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,540,490	-	5,788,956	-	57,112,188	
2040	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,555,895	-	5,804,361	-	62,916,549	
2041	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,571,454	-	5,819,820	-	68,736,469	
2042	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,587,168	-	5,835,634	-	74,572,103	
2043	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,603,040	-	5,851,508	-	80,423,609	
2044	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,619,070	-	5,867,538	-	86,291,146	
2045	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,635,261	-	5,883,727	-	92,174,873	
2046	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,651,614	-	5,900,080	-	98,074,853	
2047	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,668,130	-	5,916,596	-	103,991,549	
2048	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,684,811	-	5,933,277	-	109,934,826	
2049	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,466	1,701,659	-	5,950,125	-	115,874,951	
2050	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,527	1,718,676	-	6,087,203	-	122,962,154	
2051	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,527	1,735,863	-	6,104,390	-	132,066,544	
2052	-	-	430,500	-	-	2,782,668	-	2,520,061	6,799,027	-	-	-	6,799,027	4,248,527	1,753,221	-	6,121,748	-	140,188,292	
Total	35,546,727	19,021,609	14,023,510	782,452	5,019,153	72,824,630	-	147,018,060	762,452	5,019,153	89,799	-	-	Total	-	-	-	Total Tax Effect (203,553)	6,904	-

**Tax Increase
2020- 5¢
Added Cash
Needed
\$605,202**

- Assumed FY 2018 Value of a Penny⁽³⁾: \$250,000
- Assumed Growth Rate: 1.0%
- Should the County raise 5¢ in FY 2020, the estimated amount of reserves or other sources of revenue to offset the need for a future tax impact would be \$605,202.

CIP FINANCING SCENARIOS 2A & B

FY2019 PROJECTS ONLY – NEW WALTON \$34.3M [SEE PAGE 10]

Scenario 2 | Multi-Year Capital Improvement Plan

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**

			Approved										
Rank	Project	Term (Years)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Subtotal FY 2019-25	FY 2026+	Totals	
1	Public Safety Police Vehicles ⁽¹⁾	5	400,000	400,000	400,000	400,000	400,000	400,000	400,000	2,000,000	400,000	3,200,000	
2	Utility Route 156 Water Main Extension - Utility GF Supported	15	2,840,000	-	-	-	-	-	-	2,840,000	-	2,840,000	
3	Utility Food Lion Water System Upgrades (Phases I & II concurrently) - Utility GF Supported	15	2,100,000	-	-	-	-	-	-	2,100,000	-	2,100,000	
4	2019 Admin/CC/CWC Security & Door Systems (Handicap access for Admin Bldg)	15	125,000	-	-	-	-	-	-	125,000	-	125,000	
5	2019 Walton Elementary School - New ⁽²⁾	30	34,264,750	-	-	-	-	-	-	34,264,750	-	34,264,750	
6	2019 Fire & Crew Building Security Systems	15	75,000	-	-	-	-	-	-	75,000	-	75,000	
7	2019 Self-Contained Breathing Apparatus	15	1,482,000	-	-	-	-	-	-	1,482,000	-	1,482,000	
8	2019 Real Estate Assessment Software Replace	15	495,125	-	-	-	-	-	-	495,125	-	495,125	
9	2019 Police Boat	5	65,000	-	-	-	-	-	-	65,000	-	65,000	
10	2019 Scott Park Extension Project	15	450,000	-	-	-	-	-	-	450,000	-	450,000	
11	1 PG&S Generator		-	174,000	-	-	-	-	-	174,000	-	174,000	
12	2 Human Service Roof Refurbish		-	379,000	-	-	-	-	-	379,000	-	379,000	
13	3 PG Fire Company 1 Renovations		-	475,000	-	-	-	-	-	475,000	-	475,000	
14	4 Temple Tennis Courts Re-Surfacing		-	57,534	-	-	-	-	-	57,534	-	57,534	
15	5 Caron Sub-Station Comp 6 Renovations		-	840,000	-	-	-	-	-	840,000	-	840,000	
16	6 Courtroom Audio Visual Refresh		-	140,929	-	-	-	-	-	140,929	-	140,929	
17	7 Fleet Garage Bay Expansion		-	230,000	-	-	-	-	-	230,000	-	230,000	
18	8 PG&S Bleachers		-	-	370,000	-	-	-	-	370,000	-	370,000	
19	9 Jefferson Park Relocation		-	-	-	-	2,495,000	-	-	2,495,000	-	2,495,000	
20	10 Scott Field Lighting Project ⁽³⁾		-	172,000	172,000	172,000	172,000	172,000	175,000	1,035,000	-	1,035,000	
21	11 PG&S Auditorium		-	-	-	1,239,043	-	-	-	1,239,043	-	1,239,043	
22	12 Beasley Elementary School - New		-	-	-	-	-	-	-	-	32,100,000	32,100,000	
23	13 Moore Athletic Complex Improvement (Playground & Pavilion)		-	148,564	-	-	-	-	-	148,564	-	148,564	
24	14 Comprehensive High School - Renovations & Addition		-	-	-	-	-	-	-	-	50,448,125	50,448,125	
25	15 Wells Station Road Fire & EMS Station		-	-	2,495,000	-	-	-	-	2,495,000	-	2,495,000	
26	16 Field Hockey Lighting		-	-	-	-	-	-	-	-	300,000	300,000	
27	17 Joint Heavy Equipment/Bus Garage		-	-	-	-	-	-	-	-	3,549,522	3,549,522	
28	18 Caron CC Pavilion		-	-	-	-	-	-	-	-	118,000	118,000	
29	19 Caron CC Playground		-	-	-	-	-	-	-	-	72,000	72,000	
30	20 Scott Park Water & Sewer		-	-	-	-	-	-	-	-	1,540,000	1,540,000	
31	21 Caron CC Baseball Field		-	-	-	-	-	-	-	-	90,000	90,000	
32	22 Fire/EMS Optimcom System		-	-	-	-	-	-	-	-	448,228	448,228	
33	23 Parks & Rec Dog Park		-	-	-	-	-	-	-	-	70,000	70,000	
34	24 Appomattox River Park Amphitheater		-	-	-	-	-	-	-	-	96,450	96,450	
35	25 Turf Grass		-	-	-	-	-	-	-	-	1,000,000	1,000,000	
36	Totals		\$ 42,098,875	\$ 3,017,037	\$ 3,937,000	\$ 1,811,043	\$ 3,067,000	\$ 872,000	\$ 575,000	\$ 54,475,955	\$ 90,222,325	\$ 144,698,280	
37													
38	Financings By Fiscal Years												
39	Terms (in Years)		FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Subtotal FY 2019-25	FY 2026+	Totals	
40	5 Level Debt Service Following Year of Issuance		\$ 465,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,865,000	\$ 400,000	\$ 3,265,000	
41	15 Level Debt Service Following Year of Issuance		7,367,125	-	-	-	-	-	-	7,367,125	-	7,367,125	
42	30 Level Debt Service Following Year of Issuance		34,264,750	-	-	-	-	-	-	34,264,750	-	34,264,750	
43	TBD Structure To Be Decided		-	2,617,037	2,937,000	1,811,043	2,667,000	172,000	175,000	9,979,080	89,822,325	99,801,405	
44	Totals		\$ 42,098,875	\$ 3,017,037	\$ 3,937,000	\$ 1,811,043	\$ 3,067,000	\$ 872,000	\$ 575,000	\$ 54,475,955	\$ 90,222,325	\$ 144,698,280	

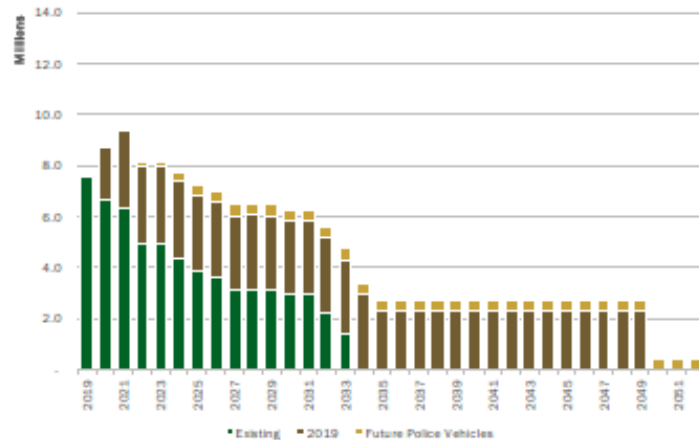
(1) The 5th Year of financing Police Vehicles occurs in FY 2020. We have assumed the County continues funding rolling stock of approximately \$430,000 annually (inclusive of interest).



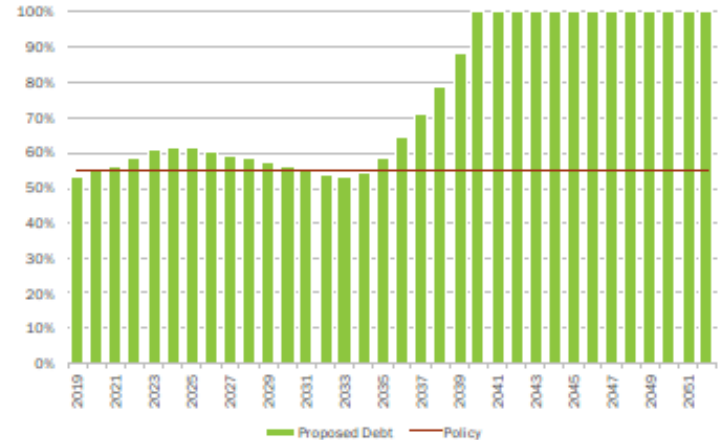
Scenario 2 | Proposed Debt Profile and Key Debt Ratios

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**

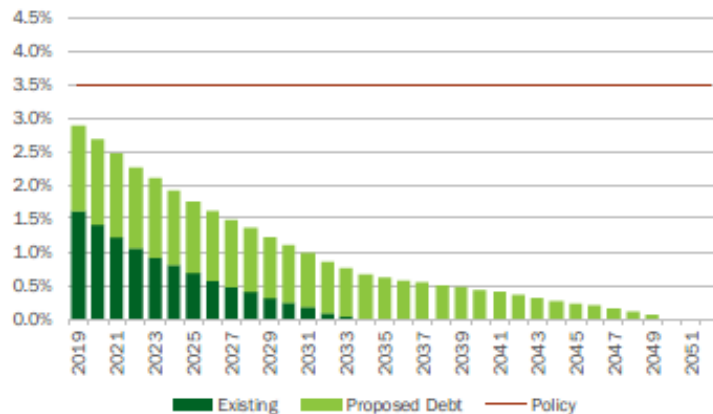
Existing & Proposed Debt Service^(1,2)



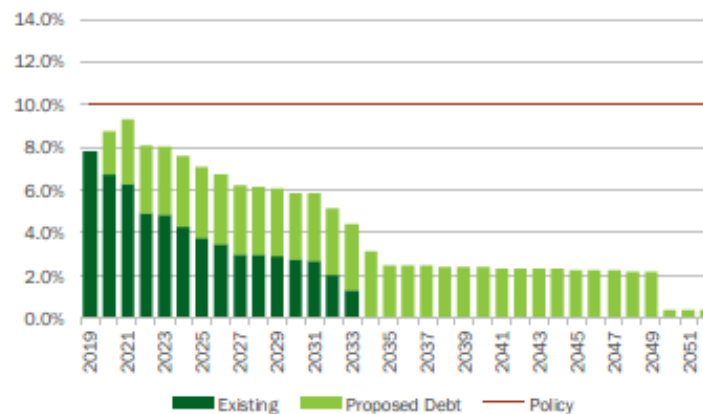
10-Year Payout⁽¹⁾



Debt to Assessed Value⁽¹⁾



Debt Service to Expenditures⁽²⁾



Note: Police Vehicle annual funding of \$430,000 excluded from Principal in FY 2021 & beyond.

Note: Police Vehicle annual funding of \$430,000 included as Debt Service in FY 2021 & beyond.

FY19/20 ADOPTED BUDGET PRINCE GEORGE COUNTY, VIRGINIA

DEBT AFFORDABILITY ANALYSIS – SCENARIO 2A [SEE PAGE 13]



Scenario 2A | Debt Affordability Analysis | Natural Impact

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**

Debt Service Requirements									Revenue Available for DE					Debt Service Cash Flow Surplus (Deficit)					
FY	County Obligations Debt Service	School Obligations Debt Service	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspoints) Obligations	CIP Debt Service	CIP Operating Impact	Total	General Fund Budgeted Debt Service	From the Fee Apparatus Fund (2) Dedicated Pennies	Economic Development Meats Tax (Crosspoints)	2010A&B VML/VCO R2SD and BAR Federal Subsidy (LR)	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance
2019	2,955,758	2,660,797	369,430	426,989	384,528	-	-	7,596,503	6,799,027	424,989	384,528	21,357	7,629,803	34,401	-	-	34,401	-	34,401
2020	2,151,188	2,625,962	270,395	337,462	385,916	1,947,535	-	8,728,359	6,799,027	237,462	385,916	18,902	7,541,308	(1,187,151)	-	(34,401)	(1,152,750)	4.52¢	-
2021	3,151,309	2,619,796	358,134	-	386,118	2,925,640	-	9,440,997	6,799,027	-	386,118	18,248	7,201,394	(2,239,604)	1,184,278	-	(1,075,326)	6.57¢	-
2022	3,150,104	1,321,187	362,014	-	385,158	2,925,640	-	8,144,104	6,799,027	-	385,158	13,178	7,197,363	(946,741)	2,262,000	-	1,315,250	-	1,315,250
2023	3,141,098	1,311,390	361,128	-	388,059	2,925,640	-	8,127,313	6,799,027	-	388,059	9,979	7,197,066	(930,248)	2,284,620	-	1,354,372	-	2,689,831
2024	2,890,571	1,297,308	447,173	-	385,728	2,925,640	-	7,746,421	6,799,027	-	385,728	6,781	7,191,536	(554,885)	2,307,666	-	1,736,881	-	4,422,212
2025	2,279,393	1,223,895	431,727	-	386,281	2,925,640	-	7,246,845	6,799,027	-	386,281	3,454	7,188,762	(58,183)	2,330,541	-	2,727,357	-	6,894,570
2026	2,001,057	1,214,517	430,500	-	385,648	2,925,640	-	6,957,362	6,799,027	-	385,648	-	7,184,675	227,313	2,353,846	-	2,581,159	-	9,275,729
2027	2,000,105	711,939	430,500	-	383,853	2,925,640	-	6,452,037	6,799,027	-	383,853	-	7,182,880	730,843	2,377,385	-	3,108,227	-	12,383,956
2028	2,000,879	711,978	430,500	-	386,918	2,925,640	-	6,456,016	6,799,027	-	386,918	-	7,185,946	729,920	2,401,158	-	3,131,098	-	15,515,044
2029	2,001,625	711,744	430,500	-	384,729	2,925,640	-	6,454,238	6,799,027	-	384,729	-	7,183,758	729,518	2,425,170	-	3,154,868	-	18,669,922
2030	1,818,995	711,238	430,500	-	387,400	2,925,640	-	6,273,773	6,799,027	-	387,400	-	7,186,427	912,654	2,449,155	-	3,362,076	-	22,031,808
2031	1,817,468	710,458	430,500	-	388,916	2,925,640	-	6,272,880	6,799,027	-	388,916	-	7,187,843	914,963	2,479,916	-	3,388,879	-	25,420,687
2032	1,825,131	587,900	430,500	-	-	2,925,640	-	5,569,171	6,799,027	-	-	-	6,799,027	1,229,856	2,498,655	-	3,728,511	-	29,149,198
2033	781,953	591,600	430,500	-	-	2,925,640	-	4,729,093	6,799,027	-	-	-	6,799,027	2,069,319	2,523,642	-	4,592,978	-	33,742,173
2034	-	-	430,500	-	-	2,925,640	-	3,356,140	6,799,027	-	-	-	6,799,027	3,440,387	2,548,878	-	5,991,765	-	39,733,938
2035	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,574,267	-	6,679,861	-	46,413,799
2036	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,600,110	-	6,705,605	-	53,119,403
2037	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,626,113	-	6,731,606	-	59,851,009
2038	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,652,273	-	6,757,867	-	66,608,876
2039	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,678,896	-	6,784,390	-	73,393,268
2040	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,705,685	-	6,811,179	-	80,204,444
2041	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,732,742	-	6,838,236	-	87,042,682
2042	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,760,070	-	6,865,564	-	93,908,246
2043	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,787,670	-	6,893,164	-	100,801,410
2044	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,815,547	-	6,921,041	-	107,722,451
2045	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,843,703	-	6,949,197	-	114,671,648
2046	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,872,140	-	6,977,634	-	121,649,282
2047	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,900,861	-	7,006,355	-	128,655,637
2048	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,929,870	-	7,035,364	-	135,691,509
2049	-	-	430,500	-	-	2,263,023	-	2,693,523	6,799,027	-	-	-	6,799,027	4,105,494	2,959,168	-	7,064,662	-	142,756,162
2050	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	2,988,760	-	9,357,287	-	152,112,960
2051	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	3,018,648	-	9,387,175	-	161,500,134
2052	-	-	430,500	-	-	-	-	430,500	6,799,027	-	-	-	6,799,027	6,368,527	3,048,834	-	9,417,361	-	170,917,495
Total	35,566,727	19,021,009	14,023,510	782,452	5,019,153	76,851,997	-	151,245,447	762,452	5,019,153	89,799	-	Total	(34,401)	-	-	Total Tax Effect	8.89¢	-

- Assumed FY 2018 Value of a Penny⁽³⁾: \$250,000
- Assumed Growth Rate: 1.0%
- Alternatively, the County could implement a one-time FY 2020 equivalent tax increase of 6.62¢ or utilize \$5,882,410 of reserves or other sources of revenue to offset the need for a future tax impact.

FY19/20 ADOPTED BUDGET PRINCE GEORGE COUNTY, VIRGINIA

DEBT AFFORDABILITY ANALYSIS – SCENARIO 2B [SEE PAGE 14]

Scenario 2B | Debt Affordability Analysis | 5¢ in FY 2020

FY'19 Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**



A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Debt Service Requirements									Revenue Available for DS					Debt Service Cash Flow Surplus (Deficit)					
FY	County Obligations Debt Service	School Obligations Debt Service	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspointe) Obligations	CIP Debt Service	CIP Operating Impact	Total	General Fund Budgeted Debt Service	From the Fee Appraisal Replacement Fund (2 Dedicated Pennies)	Economic Development Meals Tax (Crosspointe)	2010A&G VML/WCD RZED and BAR Federal Subsidy (1-2)	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance
2019	3,955,758	2,860,797	568,430	424,889	384,528	-	-	7,595,500	6,799,027	424,889	384,528	25,357	7,629,801	34,401	-	-	34,401	-	34,401
2020	3,151,188	2,625,882	270,395	327,462	345,916	1,947,535	-	8,728,359	6,799,027	327,462	345,916	18,802	7,541,308	(1,187,151)	1,275,125	-	87,974	8,904	122,375
2021	3,151,309	2,619,796	358,134	-	386,118	2,925,640	-	9,440,997	6,799,027	-	386,118	18,248	7,201,394	(2,239,604)	1,287,876	(122,375)	(829,353)	-	-
2022	3,150,104	1,321,187	362,014	-	385,158	2,925,640	-	8,144,104	6,799,027	-	385,158	13,178	7,197,363	(946,741)	1,300,755	-	354,014	-	354,014
2023	3,141,096	1,311,290	361,128	-	388,059	2,925,640	-	8,127,213	6,799,027	-	388,059	9,979	7,197,066	(930,248)	1,313,763	-	383,515	-	737,529
2024	2,860,571	1,297,308	447,173	-	385,728	2,925,640	-	7,746,421	6,799,027	-	385,728	6,781	7,191,536	(554,885)	1,236,900	-	27,015	-	1,509,544
2025	2,379,393	1,223,895	431,737	-	386,281	2,925,640	-	7,246,845	6,799,027	-	386,281	3,454	7,188,762	(54,183)	1,340,189	-	281,986	-	2,791,530
2026	2,001,057	1,314,517	430,500	-	385,648	2,925,640	-	6,957,362	6,799,027	-	385,648	-	7,184,675	227,313	1,303,571	-	1,580,884	-	4,372,416
2027	2,000,105	711,939	430,500	-	383,853	2,925,640	-	6,452,037	6,799,027	-	383,853	-	7,182,880	730,843	1,387,107	-	2,097,849	-	6,470,363
2028	2,000,979	711,978	430,500	-	386,918	2,925,640	-	6,456,016	6,799,027	-	386,918	-	7,185,948	729,930	1,380,778	-	2,110,707	-	5,881,071
2029	2,001,825	711,744	430,500	-	384,729	2,925,640	-	6,454,228	6,799,027	-	384,729	-	7,183,758	729,518	1,394,585	-	2,124,103	-	10,705,174
2030	1,818,995	711,238	430,500	-	387,400	2,925,640	-	6,273,773	6,799,027	-	387,400	-	7,186,427	912,654	1,608,511	-	2,321,186	-	13,024,359
2031	1,817,466	710,458	430,500	-	388,816	2,925,640	-	6,272,880	6,799,027	-	388,816	-	7,187,843	914,963	1,621,517	-	2,337,580	-	15,363,899
2032	1,625,131	587,950	430,500	-	-	2,925,640	-	5,569,171	6,799,027	-	-	-	6,799,027	1,229,856	1,76,843	-	2,466,699	-	18,030,638
2033	781,953	591,600	430,500	-	-	2,925,640	-	4,729,693	6,799,027	-	-	-	6,799,027	2,069,334	1,851,211	-	3,520,545	-	21,551,183
2034	-	-	430,500	-	-	2,925,640	-	3,356,140	6,799,027	-	-	-	6,799,027	3,442,351	1,465,723	-	4,908,610	-	26,459,793
2035	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,480,281	-	5,585,875	-	32,045,668
2036	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,485,184	-	5,600,678	-	37,644,346
2037	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,550,136	-	5,615,630	-	43,261,976
2038	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,525,238	-	5,630,722	-	48,892,708
2039	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,540,690	-	5,645,984	-	54,538,692
2040	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,555,895	-	5,661,389	-	60,200,081
2041	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,571,454	-	5,676,948	-	65,877,028
2042	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,587,168	-	5,692,662	-	71,569,691
2043	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,603,040	-	5,708,534	-	77,278,225
2044	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,619,070	-	5,724,564	-	83,002,789
2045	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,635,261	-	5,740,755	-	88,743,544
2046	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,651,614	-	5,757,108	-	94,500,652
2047	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,668,130	-	5,773,624	-	100,274,276
2048	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,684,811	-	5,790,305	-	106,064,581
2049	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,701,659	-	5,807,153	-	111,871,735
2050	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,718,676	-	5,824,203	-	117,695,937
2051	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,735,863	-	5,841,390	-	123,540,327
2052	-	-	430,500	-	-	2,925,640	-	2,893,533	6,799,027	-	-	-	6,799,027	4,101,374	1,753,221	-	5,858,711	-	129,409,038
Total	35,546,727	19,021,699	14,023,510	742,452	5,019,153	76,851,997	-	151,245,447	762,452	5,019,153	89,799	-	762,452	122,375	-	(122,375)	8,904	-	-

Tax Increase

2020- 5.00¢

Added Cash

Needed

\$829,353

- Assumed FY 2018 Value of a Penny⁽³⁾: \$250,000
- Assumed Growth Rate: 1.0%
- Should the County raise 5¢ in FY 2020, the estimated amount of reserves or other sources of revenue to offset the need for a future tax impact would be \$829,353.

CIP FINANCING SCENARIO 3 – FY2020-2029 PROJECTS

FY19/20 ADOPTED BUDGET
ADDED [SEE PAGE 17]

PRINCE GEORGE COUNTY, VIRGINIA

Scenario 3 | Multi-Year Capital Improvement Plan

All CIP Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**



Approved

Rank	Project	Term (Years)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Subtotal FY 2019-25	FY 2026+	Totals
1	Public Safety Police Vehicles ⁽²⁾	5	400,000	400,000	400,000	400,000	400,000	400,000	400,000	2,000,000	400,000	2,400,000
2	Utility Route 156 Water Main Extension - Utility GF Supported	15	2,640,000	-	-	-	-	-	-	2,640,000	-	2,640,000
3	Utility Food Line Water System Upgrades (Phases I & II concurrently) - Utility GF Supported	15	2,100,000	-	-	-	-	-	-	2,100,000	-	2,100,000
4	2019 Admin/CC/CWC Security & Door Systems (Handicap access for Admin Bldg)	15	125,000	-	-	-	-	-	-	125,000	-	125,000
5	2019 Walton Elementary School - New ⁽³⁾	20	34,264,750	-	-	-	-	-	-	34,264,750	-	34,264,750
6	2019 Fire & Crew Building Security System	15	75,000	-	-	-	-	-	-	75,000	-	75,000
7	2019 Self-Contained Breathing Apparatus	15	1,482,000	-	-	-	-	-	-	1,482,000	-	1,482,000
8	2019 Real Estate Assessment Software Replace	15	495,125	-	-	-	-	-	-	495,125	-	495,125
9	2019 Police Boat	5	65,000	-	-	-	-	-	-	65,000	-	65,000
10	2019 Scott Park Extension Project	15	450,000	-	-	-	-	-	-	450,000	-	450,000
11	1 PG&G Generator	15	-	174,000	-	-	-	-	-	174,000	-	174,000
12	2 Human Service Roof Refurbish	15	-	279,000	-	-	-	-	-	279,000	-	279,000
13	3 PG Fire Company 1 Renovations	15	-	475,000	-	-	-	-	-	475,000	-	475,000
14	4 Temple Tennis Courts Re-Surfacing	15	-	57,534	-	-	-	-	-	57,534	-	57,534
15	5 Carson Sub-Station Comp & Renovations	15	-	840,000	-	-	-	-	-	840,000	-	840,000
16	6 Courtroom Audio Visual Refresh	15	-	140,939	-	-	-	-	-	140,939	-	140,939
17	7 Fleet Garage Bay Expansion	15	-	230,000	-	-	-	-	-	230,000	-	230,000
18	8 PG&G Bleachers	15	-	-	270,000	-	-	-	-	270,000	-	270,000
19	9 Jefferson Park Relocation	15	-	-	-	-	2,495,000	-	-	2,495,000	-	2,495,000
20	10 Scott Field Lighting Project ⁽³⁾	15	-	172,000	172,000	172,000	172,000	172,000	175,000	1,035,000	-	1,035,000
21	11 PG&G Auditorium	15	-	-	-	1,239,043	-	-	-	1,239,043	-	1,239,043
22	12 Beasley Elementary School - New	20	-	-	-	-	-	-	-	-	32,100,000	32,100,000
23	13 Moore Athletic Complex Improvement (Playground & Pavilion)	15	-	148,564	-	-	-	-	-	148,564	-	148,564
24	14 Comprehensive High School - Renovations & Addition	20	-	-	-	-	-	-	-	-	50,448,125	50,448,125
25	15 Wren Station Road Fire & EMS Station	15	-	-	2,495,000	-	-	-	-	2,495,000	-	2,495,000
26	16 Field Hockey Lighting	15	-	-	-	-	-	-	-	-	300,000	300,000
27	17 Joint Heavy Equipment/Bus Garage	15	-	-	-	-	-	-	-	-	2,549,522	2,549,522
28	18 Carson CC Pavilion	15	-	-	-	-	-	-	-	-	118,000	118,000
29	19 Carson CC Playground	15	-	-	-	-	-	-	-	-	72,000	72,000
30	20 Scott Park Water & Sewer	15	-	-	-	-	-	-	-	-	1,540,000	1,540,000
31	21 Carson CC Baseball Field	15	-	-	-	-	-	-	-	-	90,000	90,000
32	22 Fire/EMS Opticom System	15	-	-	-	-	-	-	-	-	448,228	448,228
33	23 Parks & Rec Dog Park	15	-	-	-	-	-	-	-	-	70,000	70,000
34	24 Appomattox River Park Amphitheater	15	-	-	-	-	-	-	-	-	86,450	86,450
35	25 Turf Grass	15	-	-	-	-	-	-	-	-	1,000,000	1,000,000
36	Totals		\$42,896,875	\$ 3,017,937	\$ 3,937,000	\$ 1,811,043	\$ 3,067,000	\$ 572,000	\$ 575,000	\$ 64,475,865	\$ 90,223,325	\$ 144,699,290

Financings By Fiscal Years

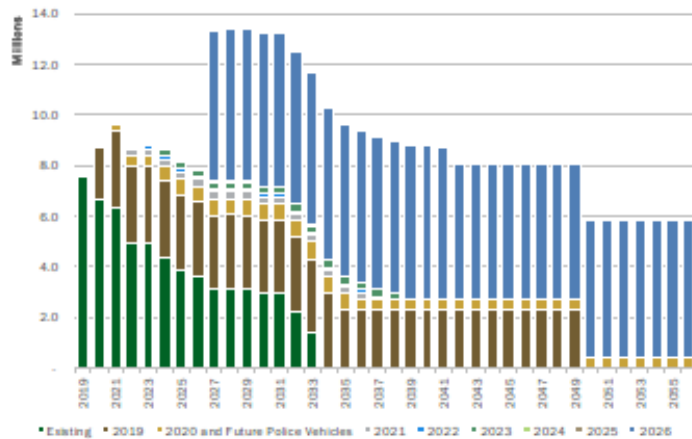
Term (In Years)	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Subtotal FY 2019-25	FY 2026+	Totals
5 Level Debt Service Following Year of Issuance	\$ 465,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,865,000	\$ -	\$ 2,865,000
15 Level Debt Service Following Year of Issuance	7,367,125	2,617,937	2,937,000	1,811,043	2,467,000	172,000	175,000	17,346,305	17,346,305	34,692,610
20 Level Debt Service Following Year of Issuance	34,264,750	-	-	-	-	-	-	34,264,750	82,548,125	116,812,875
TBD Structure To Be Decided	-	-	-	-	-	-	-	-	-	-
Totals	\$42,896,875	\$ 3,017,937	\$ 3,937,000	\$ 1,811,043	\$ 3,067,000	\$ 572,000	\$ 575,000	\$ 64,475,865	\$ 90,223,325	\$ 144,699,290



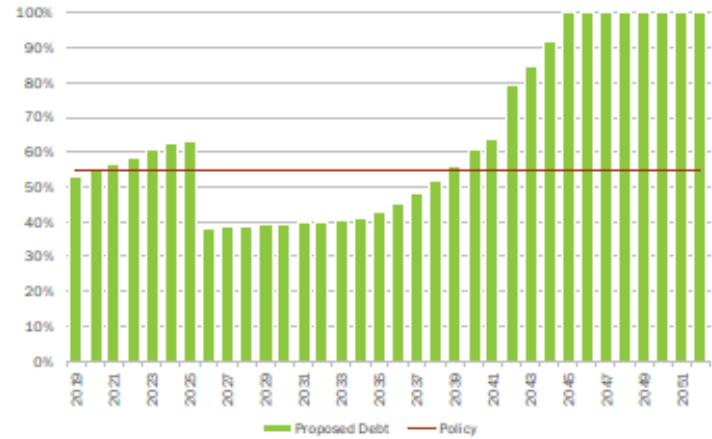
Scenario 3 | Proposed Debt Profile and Key Debt Ratios

All CIP Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**

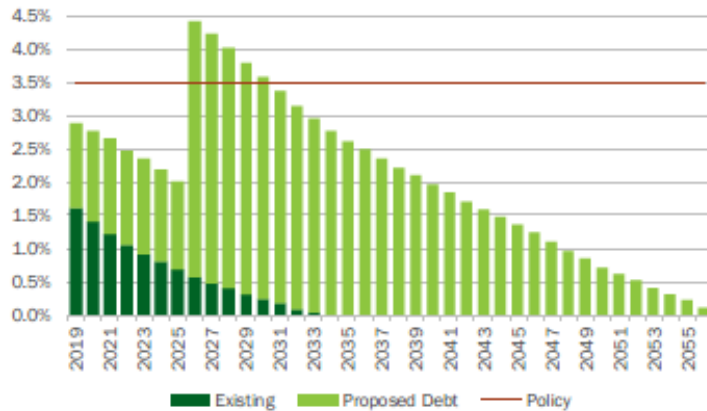
Existing & Proposed Debt Service^(1,2)



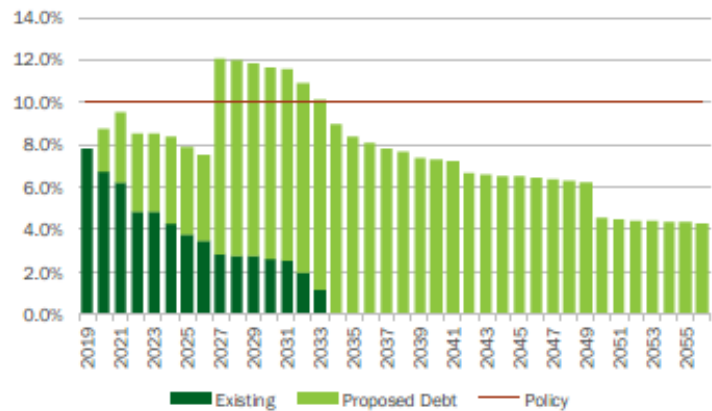
10-Year Payout⁽¹⁾



Debt to Assessed Value⁽¹⁾



Debt Service to Expenditures⁽²⁾



Note: Police Vehicle annual funding of \$430,000 excluded from Principal in FY 2021 & beyond.

Note: Police Vehicle annual funding of \$430,000 included as Debt Service in FY 2021 & beyond.

DAVENPORT & COMPANY

DEBT AFFORDABILITY ANALYSIS – SCENARIO 3A

EXISTING & PROPOSED DEBT [SEE PAGE 20]

Scenario 3A | Debt Affordability Analysis | Natural Impact

All CIP Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**



	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	
		Debt Service Requirements								Revenue Available for DS				Debt Service Cash Flow Surplus (Deficit)							
		County Obligations	School Obligations	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspointe) Obligations	CIP Debt Service	CIP Operating Impact	Total	General Fund Budgeted Debt Service	Apparatus Replacement Fund (2 Dedicated Permits)	Economic Development Meats Tax (Crosspointe)	2010M&R VNL/VNO R2ED and R4G Federal Subsidy ⁽¹⁾	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Utilized	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance	
FY	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Total	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	Debt Service	
2019		3,955,756	2,660,797	199,450	424,969	384,526	-	-	7,585,500	6,799,027	424,969	384,526	21,357	7,629,901	34,401	-	-	34,401	-	34	
2020		3,151,188	2,635,862	270,305	337,462	385,916	1,847,535	-	8,728,359	6,799,027	327,462	385,916	18,802	7,541,338	(1,187,151)	-	(34,401)	(1,152,750)	4.83¢	-	
2021		3,151,309	2,638,796	358,134	-	386,116	3,161,030	-	9,876,377	6,799,027	-	386,116	18,248	7,201,394	(2,474,983)	1,164,378	-	(1,310,705)	8.09¢	-	
2022		3,150,104	1,321,187	362,014	-	385,156	3,425,177	-	8,613,640	6,799,027	-	385,156	13,178	7,187,363	(1,444,377)	2,469,733	-	1,025,356	-	1,025,456	
2023		3,141,096	1,311,390	361,128	-	388,059	3,552,087	-	8,753,760	6,799,027	-	388,059	9,979	7,187,066	(1,556,695)	2,524,730	-	968,036	-	2,021,481	
2024		2,890,571	1,297,308	647,172	-	385,726	3,791,960	-	8,612,740	6,799,027	-	385,726	6,781	7,191,536	(1,421,205)	2,549,877	-	1,128,773	-	3,150,264	
2025		2,278,363	1,223,895	431,737	-	386,281	3,807,430	-	8,128,735	6,799,027	-	386,281	3,454	7,188,762	(938,973)	2,575,477	-	1,635,504	-	4,716,768	
2026		2,001,057	1,214,517	430,500	-	385,648	3,823,170	-	7,854,892	6,799,027	-	385,648	-	7,184,475	(670,217)	2,601,232	-	1,931,015	-	6,716,784	
2027		2,000,105	711,839	430,500	-	383,853	9,847,263	-	13,373,690	6,799,027	-	383,853	-	7,182,880	(6,190,810)	2,627,244	(3,563,569)	-	2,153,218		
2028		2,000,979	711,878	430,500	-	384,916	9,847,263	-	13,377,669	6,799,027	-	384,916	-	7,185,946	(6,191,722)	2,653,517	(3,563,569)	1.39¢	-		
2029		2,001,625	711,744	430,500	-	384,729	9,847,263	-	13,375,891	6,799,027	-	384,729	-	7,183,756	(6,192,135)	3,068,801	-	(3,123,344)	11.20¢	-	
2030		1,818,995	711,238	430,500	-	387,450	9,847,263	-	13,195,426	6,799,027	-	387,450	-	7,186,427	(6,008,399)	6,799,027	-	245,028	-	245,028	
2031		1,817,466	710,458	430,500	-	388,816	9,847,263	-	13,194,533	6,799,027	-	388,816	-	7,187,843	(6,006,680)	7,187,843	-	209,907	-	554,965	
2032		1,625,131	587,800	430,500	-	-	9,847,263	-	12,490,826	6,799,027	-	-	-	6,799,027	(5,691,715)	6,279,763	-	687,966	-	1,242,931	
2033		781,953	591,600	430,500	-	-	9,847,263	-	11,651,346	6,799,027	-	-	-	6,799,027	(4,951,219)	6,843,561	-	1,591,242	-	2,834,173	
2034		-	-	430,500	-	-	9,847,263	-	10,277,763	6,799,027	-	-	-	6,799,027	(4,176,766)	6,507,866	-	3,029,230	-	5,863,403	
2035		-	-	430,500	-	-	9,847,263	-	8,615,586	6,799,027	-	-	-	6,799,027	(2,816,559)	6,573,076	-	3,756,917	-	9,620,320	
2036		-	-	430,500	-	-	9,847,263	-	8,499,307	6,799,027	-	-	-	6,799,027	(2,580,780)	6,628,807	-	4,058,027	-	13,678,347	
2037		-	-	430,500	-	-	9,847,263	-	8,116,950	6,799,027	-	-	-	6,799,027	(2,318,823)	6,705,185	-	4,388,572	-	18,066,929	
2038		-	-	430,500	-	-	9,847,263	-	8,558,239	6,799,027	-	-	-	6,799,027	(2,188,712)	6,772,247	-	4,582,535	-	22,649,455	
2039		-	-	430,500	-	-	9,847,263	-	8,318,366	6,799,027	-	-	-	6,799,027	(1,949,839)	6,828,870	-	4,890,130	-	27,539,585	
2040		-	-	430,500	-	-	9,847,263	-	8,302,896	6,799,027	-	-	-	6,799,027	(1,934,369)	6,908,369	-	4,974,000	-	32,513,585	
2041		-	-	430,500	-	-	9,847,263	-	8,287,157	6,799,027	-	-	-	6,799,027	(1,918,630)	6,977,453	-	5,058,823	-	37,572,408	
2042		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,047,227	-	5,782,847	-	43,355,256	
2043		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,117,700	-	5,853,220	-	49,208,576	
2044		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,188,877	-	5,924,497	-	55,133,072	
2045		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,260,765	-	5,996,386	-	61,129,458	
2046		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,333,372	-	6,068,992	-	67,198,451	
2047		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,406,707	-	6,142,327	-	73,340,778	
2048		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,480,774	-	6,216,294	-	79,557,172	
2049		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,555,582	-	6,291,202	-	85,848,374	
2050		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,631,137	-	6,365,791	-	92,178,164	
2051		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,707,449	-	6,439,102	-	100,584,266	
2052		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,784,523	-	6,512,176	-	111,967,443	
2053		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,861,369	-	6,585,222	-	120,828,664	
2054		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	7,940,992	-	6,657,645	-	129,768,110	
2055		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	8,015,815	-	6,729,645	-	138,707,755	
2056		-	-	430,500	-	-	9,847,263	-	8,262,907	6,799,027	-	-	-	6,799,027	(1,264,380)	8,093,038	-	6,800,645	-	147,847,400	

Tax Increase

2020- 4.52¢

2021- 5.09¢

2028- 1.39¢

2029- 11.20¢

*Total- 22.20¢

■ Assumed FY 2018 Value of a Penny⁽³⁾:

\$250,000

■ Assumed Growth Rate:

1.0%

■ Alternatively, the County could implement a one-time FY 2020 equivalent tax increase of 13.33¢ or utilize \$80,096,490 of reserves or other sources of revenue to offset the need for a future tax impact.

DEBT AFFORDABILITY ANALYSIS – SCENARIO 3B

EXISTING & PROPOSED DEBT [SEE PAGE 21]

Scenario 3B | Debt Affordability Analysis | 5¢ in FY 2020

All CIP Projects Plus Walton Elementary School (FY'19) at **\$34.3 Million**



Debt Service Requirements										Revenue Available for DS					Debt Service Cash Flow Surplus (Deficit)				
FY	County Debt Service	School Debt Service	Police Vehicle Obligations	Fire Apparatus Obligations	Economic Development (Crosspoints) Obligations	CIP Debt Service	CIP Operating Impact	Total	General Fund Budgeted Debt Service	From the Fire Apparatus Replacement Fund (2 Dedicated Pennies)	Economic Development Meat Tax (Crosspoints)	2010AMR VMT/VACO R2ED and GMS Federal Subsidy ⁽¹⁾⁽²⁾	Total Revenues Available	Surplus/ (Deficit)	Revenue From Prior Tax Impact	Capital Reserve Unused	Adjusted Surplus/ (Deficit)	Estimated Incremental Tax Equivalent	Capital Reserve Fund Balance
2019	3,855,756	2,660,797	169,430	424,069	384,528	-	-	7,349,580	6,799,027	626,889	384,528	21,357	7,829,801	34,801	-	-	34,801	-	34,801
2020	3,151,188	2,635,862	270,395	237,462	385,916	1,947,535	-	8,728,358	6,799,027	237,462	385,916	18,802	7,541,208	(1,187,151)	1,275,125	-	87,976	6,000	122,275
2021	3,151,309	2,619,796	359,134	-	386,118	3,161,020	-	9,676,377	6,799,027	-	386,118	16,248	7,201,394	(2,474,983)	1,287,876	(122,375)	(1,064,723)	-	-
2022	3,150,104	1,321,587	363,514	-	385,158	3,425,577	-	8,643,640	6,799,027	-	385,158	13,178	7,197,363	(1,444,277)	1,300,755	-	(1,455,522)	-	-
2023	3,141,096	1,311,390	365,128	-	388,059	3,552,067	-	8,753,760	6,799,027	-	388,059	9,979	7,197,066	(1,556,695)	1,313,763	-	(2,422,932)	-	-
2024	2,890,571	1,267,308	447,173	-	385,728	3,791,960	-	8,612,740	6,799,027	-	385,728	6,781	7,191,536	(1,421,205)	1,326,900	-	(84,304)	-	-
2025	2,378,393	1,223,895	431,737	-	386,281	3,807,430	-	8,128,735	6,799,027	-	386,281	2,454	7,188,762	(936,973)	1,340,169	-	400,196	-	400,196
2026	2,001,057	1,214,517	430,500	-	385,648	3,823,170	-	7,854,892	6,799,027	-	385,648	-	7,184,675	(670,217)	1,353,571	-	683,354	-	1,083,550
2027	2,000,105	711,939	430,500	-	383,853	9,847,293	-	13,373,690	6,799,027	-	383,853	-	7,182,880	(6,190,810)	1,367,107	(1,043,550)	1,740,153	13,684	-
2028	2,000,979	711,978	430,500	-	386,918	9,847,293	-	13,377,699	6,799,027	-	386,918	-	7,185,946	(6,191,723)	1,358,332	-	1,023,391	3,744	-
2029	2,001,625	711,744	430,500	-	384,729	9,847,293	-	13,375,891	6,799,027	-	384,729	-	7,183,756	(6,192,135)	1,353,641	-	61,505	-	61,505
2030	1,818,995	711,238	430,500	-	387,400	9,847,293	-	13,195,426	6,799,027	-	387,400	-	7,186,427	(6,008,999)	1,314,171	-	307,178	-	368,684
2031	1,817,466	710,458	430,500	-	388,816	9,847,293	-	13,194,533	6,799,027	-	388,816	-	7,187,843	(6,006,680)	1,317,979	-	372,649	-	741,322
2032	1,625,131	587,900	430,500	-	-	9,847,293	-	12,490,824	6,799,027	-	-	-	6,799,027	(5,691,797)	1,314,132	-	751,335	-	1,492,667
2033	781,953	591,600	430,500	-	-	9,847,293	-	11,655,246	6,799,027	-	-	-	6,799,027	(4,862,314)	1,307,563	-	1,655,244	-	3,147,812
2034	-	-	430,500	-	-	9,847,293	-	10,277,793	6,799,027	-	-	-	6,799,027	(3,478,766)	1,303,873	-	2,093,873	-	6,241,785
2035	-	-	430,500	-	-	9,847,293	-	9,184,686	6,799,027	-	-	-	6,799,027	(2,385,659)	1,299,985	-	3,382,207	-	10,633,991
2036	-	-	430,500	-	-	9,847,293	-	8,349,307	6,799,027	-	-	-	6,799,027	(1,540,280)	1,294,749	-	4,123,949	-	14,187,940
2037	-	-	430,500	-	-	9,847,293	-	8,115,650	6,799,027	-	-	-	6,799,027	(1,314,623)	1,289,797	-	4,855,174	-	18,443,134
2038	-	-	430,500	-	-	9,847,293	-	8,158,239	6,799,027	-	-	-	6,799,027	(1,365,212)	1,285,515	-	4,849,803	-	23,292,937
2039	-	-	430,500	-	-	9,847,293	-	8,218,366	6,799,027	-	-	-	6,799,027	(1,425,185)	1,281,810	-	4,958,075	-	28,251,008
2040	-	-	430,500	-	-	9,847,293	-	8,302,896	6,799,027	-	-	-	6,799,027	(1,504,869)	1,278,969	-	5,042,620	-	33,293,627
2041	-	-	430,500	-	-	9,847,293	-	8,407,557	6,799,027	-	-	-	6,799,027	(1,618,530)	1,268,759	-	5,138,119	-	38,431,746
2042	-	-	430,500	-	-	9,847,293	-	8,532,907	6,799,027	-	-	-	6,799,027	(1,764,880)	1,257,226	-	5,252,845	-	43,684,603
2043	-	-	430,500	-	-	9,847,293	-	8,683,407	6,799,027	-	-	-	6,799,027	(1,944,380)	1,244,380	-	5,394,019	-	49,078,621
2044	-	-	430,500	-	-	9,847,293	-	8,858,407	6,799,027	-	-	-	6,799,027	(2,154,380)	1,230,263	-	5,565,933	-	54,644,554
2045	-	-	430,500	-	-	9,847,293	-	9,058,407	6,799,027	-	-	-	6,799,027	(2,398,380)	1,215,885	-	5,780,505	-	60,425,059
2046	-	-	430,500	-	-	9,847,293	-	9,283,407	6,799,027	-	-	-	6,799,027	(2,648,380)	1,201,214	-	6,041,834	-	66,466,894
2047	-	-	430,500	-	-	9,847,293	-	9,533,407	6,799,027	-	-	-	6,799,027	(2,903,380)	1,186,276	-	6,315,896	-	72,782,790
2048	-	-	430,500	-	-	9,847,293	-	9,803,407	6,799,027	-	-	-	6,799,027	(3,173,380)	1,171,079	-	6,596,999	-	79,379,789
2049	-	-	430,500	-	-	9,847,293	-	10,093,407	6,799,027	-	-	-	6,799,027	(3,468,380)	1,155,079	-	6,886,499	-	86,266,288
2050	-	-	430,500	-	-	9,847,293	-	10,403,407	6,799,027	-	-	-	6,799,027	(3,788,380)	1,138,830	-	7,184,999	-	93,451,287
2051	-	-	430,500	-	-	9,847,293	-	10,733,407	6,799,027	-	-	-	6,799,027	(4,138,380)	1,122,330	-	7,497,499	-	100,948,786
2052	-	-	430,500	-	-	9,847,293	-	11,083,407	6,799,027	-	-	-	6,799,027	(4,508,380)	1,105,830	-	7,822,999	-	108,771,785
2053	-	-	430,500	-	-	9,847,293	-	11,453,407	6,799,027	-	-	-	6,799,027	(4,898,380)	1,089,330	-	8,173,499	-	116,945,284
2054	-	-	430,500	-	-	9,847,293	-	11,843,407	6,799,027	-	-	-	6,799,027	(5,308,380)	1,072,330	-	8,543,999	-	125,489,283
2055	-	-	430,500	-	-	9,847,293	-	12,253,407	6,799,027	-	-	-	6,799,027	(5,738,380)	1,055,330	-	8,944,499	-	134,433,782
2056	-	-	430,500	-	-	9,847,293	-	12,693,407	6,799,027	-	-	-	6,799,027	(6,188,380)	1,038,330	-	9,374,999	-	143,808,781
Total	35,946,727	19,031,609	15,745,510	762,452	5,019,153	241,224,901	-	337,340,351	762,452	5,019,153	89,799	-	Total	(1,205,925)	-	-	Total Tax Effect	32,439	-

Tax Increase

2020- 5¢

Added Cash

Needed \$1,547,490

2027- 13.68¢

2028- 3.74¢

***Total- 22.42¢**

PLUS ADDED

CASH

- Assumed FY 2018 Value of a Penny⁽³⁾: \$250,000
- Assumed Growth Rate: 1.0%

- Should the County raise 5¢ in FY 2020, the estimated amount of reserves or other sources of revenue to offset the need for a tax impact in FY 2021 through FY 2024 would be \$1,547,490.
- Additional reserves or other sources of revenue would be needed to offset the need for a future tax impact in FY 2027 and beyond.

CONCLUSION

- Reality of being able to complete all projects as laid out is likely ***not*** possible –
 - Combination of tax increases and cash requirements not palatable or affordable
 - Out of compliance with our debt policies
- Focus – complete projects as County is able in CIP Committee rank order to the extent possible

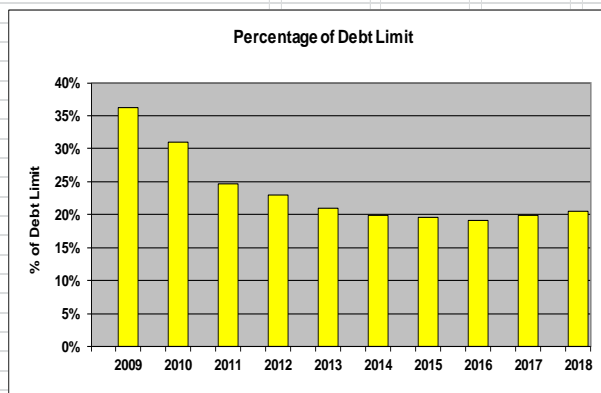
DEBT SERVICE FUND

Pursuant to the Constitution of Virginia and the Public Finance Act, the County is authorized to issue general obligation bonds secured by a pledge of its full faith and credit. To pay the interest and principal on such bonds, the governing body is authorized and required to levy on all taxable property within the County such *ad valorem* taxes as may be necessary.

Debt Limit

There is no legal debt limit for counties in Virginia since the issuance of all county general obligation debt is subject to referendum. The County does have a debt limit policy that is based on assessed value of real property. It is measured annually as shown below.

COUNTY OF PRINCE GEORGE, VIRGINIA										Table 11
Computation of Legal Debt Margin										
Last Ten Fiscal Years										
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Net Assessed Value (real property)	\$ 2,578,538,090	\$ 2,612,645,192	\$ 2,495,701,100	\$ 2,487,439,800	\$ 2,493,088,000	\$ 2,521,752,900	\$ 2,556,763,100	\$ 2,599,790,900	\$ 2,649,924,500	\$ 2,678,117,800
Debt Limit (10% of Real Property Assessed Value)	257,853,809	261,264,519	249,570,110	248,743,980	249,308,800	252,175,290	255,676,310	259,979,090	264,992,450	267,811,780
Debt Applicable to Limit	93,305,559	81,069,795	61,444,362	57,382,063	52,321,340	50,076,200	50,034,225	49,692,022	52,878,268	55,176,114
Legal Debt Margin	\$ 164,548,250	\$ 180,194,724	\$ 188,125,748	\$ 191,361,917	\$ 196,987,460	\$ 202,099,090	\$ 205,642,085	\$ 210,287,068	\$ 212,114,182	\$ 212,635,666
Total net debt applicable to the limit as a percentage of debt limit	36.2%	31.0%	24.6%	23.1%	21.0%	19.9%	19.6%	19.1%	20.0%	20.6%



Debt Policies

1. The County will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
2. The County will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
3. When the County finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.
4. Direct net debt as a percentage of estimated market value of taxable property should not exceed 3.5%. Direct net debt is defined as any and all debt that is tax-supported. This ratio will be measured annually.
5. The ratio of direct debt service expenditures as a percent of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures should not exceed 10.0% with a targeted direct debt aggregate ten-year principal payout ratio of 55.0% or better for all tax supported debt. These ratios will be measured annually.
6. The County recognizes the importance of underlying and overlapping debt in analyzing financial condition. The County will regularly analyze total indebtedness including underlying and overlapping debt.
7. Where feasible, the County will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
8. The County will only issue tax anticipation debt due to unforeseen circumstances and where cash flow projections identify an absolute need, and will retire any such tax anticipation debt annually. Bond anticipation debt will be retired within six months after completion of the project or upon availability of permanent financing.

OUTSTANDING LONG-TERM DEBT OBLIGATIONS**School Related Debt**

Issue	Issue Date	Retire Date	Original Issue	Balance as of 6/30/2018
Series 2000 Clements, Walton, Beazley	2000	7/15/2020	\$ 18,437,000	\$ 3,041,672
Series 2005 VPSA Harrison	2005	7/15/2025	\$ 4,219,161	\$ 1,944,519
Series 2005 VPSA South	2005	7/15/2025	\$ 3,540,892	\$ 1,631,923
Series 2008 North Elementary*	2008	2/1/2019	\$ 10,150,000	\$ 260,000
Series 2014 Prince George Tennis Courts	2014	2/1/2024	\$ 556,500	\$ 354,083
Series 2015A School Buses	2015	8/1/2020	\$ 1,013,000	\$ 617,000
Series 2015B School Roof Projects	2015	8/1/2030	\$ 1,520,000	\$ 1,348,000
Series 2016B North Literary Loan Refinance	2016	4/1/2033	\$ 7,500,000	\$ 7,330,000

* Refinanced During FY2016

General Government Debt

Issue	Issue Date	Retire Date	Original Issue	Balance as of 6/30/2018
Series 2010 Animal Services Center	2010	2/15/2025	\$ 1,650,000	\$ 865,000
Series 2012A Refunding 2004 Bonds	2012	2/1/2019	\$ 5,233,000	\$ 783,000
Series 2012B Refund 2003B and 2009 and Human Service Building Renovation	2012	2/1/2024	\$ 9,009,000	\$ 4,521,000
Series 2014A Temple Field Lights	2014	2/1/2024	\$ 386,500	\$ 245,917
Series 2014B Carson Fire Station	2014	2/1/2029	\$ 2,257,000	\$ 1,750,000
Series 2014C Courthouse HVAC Upgrades	2014	8/1/2024	\$ 1,218,000	\$ 880,000
Series 2014E Emergency Vehicles	2014	8/1/2019	\$ 1,625,000	\$ 752,000
Series 2015A Police Vehicles	2015	8/1/2020	\$ 405,000	\$ 246,000
Series 2015B Courthouse Basement Renovation	2015	8/1/2030	\$ 1,925,000	\$ 1,707,000
Series 2015B Fire Station Property Acquisition	2015	8/1/2030	\$ 506,000	\$ 449,000
Series 2017A Public Safety Radio Part I and other County Projects	2017	2/1/2032	\$ 9,000,000	\$ 9,000,000
Series 2017B Taxable Broadband	2017	2/1/2020	\$ 1,000,000	\$ 1,000,000
Series 2018 Public Facility Improvements	2018	2/1/2033	\$ 9,300,000	\$ 9,300,000

This table excludes debt issued in the spring of 2019. Total issued was \$9,450,000 for 2 Utility Water Projects (Water Main Extension & Water System Upgrade); a new Jefferson Park Fire Station; a Multi-Purpose Building at Scott Park; Assessor Software replacement; Law Enforcement Vehicles; and door entrance and security upgrades at the County Administration Building, Volunteer Fire Stations and Emergency Crew building. Retirement date for this issuance is 02/01/2034 and first payment is due 2/01/2020.

Stormwater Debt

Issue	Issue Date	Retire Date	Original Issue	Balance as of 6/30/2018
Series 2014D Stormwater Projects	2014	8/1/2019	\$ 2,130,000	\$ 871,000

Economic Development Debt

Issue	Issue Date	Retire Date	Original Issue	Balance as of 6/30/2018
Series 2016A (2008 Crosspointe Center Refinance)	2016	2/1/2031	\$ 4,457,000	\$ 4,290,000

Utilities (Water and Sewer Fund) debt is shown in the Utilities section of this document.

DEBT SERVICE FUNDING REQUIREMENTS

Each year, the Operating Budget includes transfers from the General Fund to the Debt Service fund for the amount of debt service needed to be paid during the fiscal year. A summary of the FY 16 Actual, FY17 Actual, FY18 Actual, FY19 Adopted Budget, and FY20 Adopted Budget are shown below. Transfers from the Stormwater and Economic Development Funds are also made to the Debt Service fund to cover debt service payments for capital projects originating in these dedicated special revenue funds. Two cents of the Real Estate tax collections are dedicated to Fire/Apparatus replacements. The value of 2 cents is accounted for through a combination of the annual debt repayment for borrowings related to such apparatus, and a transfer to the Capital Improvement Fund (Fire/Apparatus Account).

Revenues:

FUND 401 - DEBT SERVICE		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	INCREASE (DECREASE)
0401-10-505-8111-00000-000-000-000-315102-	INTEREST ON INVESTMENTS	-	-	-	-	-	-
0401-10-508-8114-00000-000-000-000-319213	CONTRIBUTION FROM DINWIDDIE	-	185,523	-	-	-	-
USE OF MONEY & PROPERTY		-	185,523	-	-	-	-
0401-30-600-8200-00000-000-000-000-333506-	FEDERAL SUBSIDY	19,202	-	-	-	-	-
CATEGORICAL AID		19,202	-	-	-	-	-
0401-90-901-8207-00000-000-000-000-399100-	TRANS.FR.GEN FD FOR DEBT	6,579,828	6,968,597	7,198,155	7,223,095	7,160,506	(62,589)
0401-90-901-8207-00000-000-000-000-399103-	TRANS FR ECON DEV FD	468,320	387,767	386,279	384,528	385,916	1,388
0401-90-901-8207-00000-000-000-000-399102-	TRANS FR CASH PROFFER	-	-	-	-	-	-
0401-90-901-8207-00000-000-000-000-399105-	TRANS FR STORMWATER	441,500	442,000	441,804	441,934	440,990	(944)
TRANSFERS AND FUND BALANCE		7,489,648	7,798,364	8,026,238	8,049,557	7,987,412	(62,145)
TOTAL DEBT SERVICE FUND		7,508,850	7,983,887	8,026,238	8,049,557	7,987,412	(62,145)

Expenditures – Summary

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Debt Service Fund (Fund 0401):							
4000	County Debt service	3,106,650	3,443,998	3,525,506	5,001,228	4,962,633	(38,595)
4001	Schools Debt Service	3,933,882	4,152,121	4,114,454	2,663,801	2,638,863	(24,938)
2152	Economic Development Debt Service	468,319	387,768	386,279	384,528	385,916	1,388
	Total Debt Service	7,508,850	7,983,887	8,026,238	8,049,557	7,987,412	(62,145)

Expenditures - Detail

Schools Debt Service

Schools Debt Service								
Location Code	4001							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0401-09-401-4001-	43101	PROFESSIONAL SERVICES	1,650	2,200	1,705	3,000	3,000	-
0401-09-401-4001-	49110	1997B SUBSIDIZED LOAN	231,175	238,414	246,072	-	-	-
0401-09-401-4001-	49111	1997A VPSA BOND PRINCIPAL	1,035,000	1,090,000	1,145,000	-	-	-
0401-09-401-4001-	49112	2000 VPSA - PRINCIPAL	877,048	908,198	940,193	978,076	1,011,896	33,820
0401-09-401-4001-	49113	STATE LITERARY LOAN PRINCIPAL	-	-	-	-	-	-
0401-09-401-4001-	49117	2005 VPSA PRINCIPAL	375,489	384,942	394,889	405,358	416,373	11,015
0401-09-401-4001-	49120	2008A NORTH/CROSSPOINTE PRINCIPAL	315,000	325,000	335,000	260,000		(260,000)
0401-09-401-4001-	49125	2013 SCHOOL PRINCIPAL	-	-	-	-		-
0401-09-401-4001-	49127	DEBT 2014A PRINCIPAL	52,522	53,703	54,883	56,064	57,244	1,180
0401-09-401-4001-	49130	1997B SUBSIDIZED INTEREST	31,325	19,086	6,429	-	-	-
0401-09-401-4001-	49131	1997A VPSA INTEREST	143,689	88,303	29,913	-		-
0401-09-401-4001-	49132	VPSA 2000 - INTEREST	271,758	226,234	179,100	130,185	79,440	(50,745)
0401-09-401-4001-	49133	STATE LITERARY LOAN INTEREST	-	-	-	-	-	-
0401-09-401-4001-	49137	2005 VPSA INTEREST	225,771	206,380	186,494	166,089	145,135	(20,954)
0401-09-401-4001-	49140	2008A NORTH/CROSSPOINTE INTEREST	343,988	33,094	22,125	10,400		(10,400)
0401-09-401-4001-	49145	2013 SCHOOL INTEREST	-	-	-	-		-
0401-09-401-4001-	49147	SERIES 2014A INTEREST	11,077	9,947	8,790	7,613	6,407	(1,206)
0401-09-401-4001-	49232	2015A PRINCIPAL	-	197,000	199,000	202,000	206,000	4,000
0401-09-401-4001-	49252	2015A INTEREST	5,360	13,718	10,748	7,740	4,680	(3,060)
0401-09-401-4001-	49233	2015B PRINCIPAL	-	85,000	87,000	89,000	91,000	2,000
0401-09-401-4001-	49253	2015B INTEREST	13,030	35,903	33,813	31,676	29,488	(2,188)
0401-09-401-4001-	49236	2016B PRINCIPAL - LITERARY LOAN	-	85,000	85,000	170,000	445,000	275,000
0401-09-401-4001-	49256	2016B INTEREST - LITERARY LOAN	-	150,000	148,300	146,600	143,200	(3,400)
0401-09-401-4001-	49190	FUTURE PROJECTS		-	-	-	-	-
			3,933,882	4,152,121	4,114,454	2,663,801	2,638,863	(24,938)

County Debt Service (Includes Stormwater)

County Debt Service								
Location Code		4000						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0401-09-401-4000-	43101	PROFESSIONAL SERVICES	2,184	925	925	2,500	2,500	-
0401-09-401-4000-	49149	BOND ISSUANCE COSTS	-	-	-	-	-	-
0401-09-401-4000-	43102	DEBT INTEREST & ADMIN FEES	1,140	-	-	-	-	-
0401-09-401-4000-	49114	2002 REF BONDS PRINCIPAL	-	-	-	-	-	-
0401-09-401-4000-	49119	2006B FIRE APP PRINCIPAL	207,800	216,200	-	-	-	-
0401-09-401-4000-	49122	2010 ANIMAL SHELTER PRINCIPAL	100,000	105,000	110,000	115,000	115,000	-
0401-09-401-4000-	49123	2012A PRINCIPAL	744,000	756,000	770,000	783,000	-	(783,000)
0401-09-401-4000-	49124	2012B PRINCIPAL	744,000	762,000	779,000	797,000	813,000	16,000
0401-09-401-4000-	49126	BUREN PRINCIPAL	-	-	-	-	-	-
0401-09-401-4000-	49127	2014A PRINCIPAL	36,478	37,297	38,117	38,937	39,757	820
0401-09-401-4000-	49128	2014B PRINCIPAL	131,000	134,000	138,000	141,000	144,000	3,000
0401-09-401-4000-	49134	2002 GO BONDS INTEREST	-	-	-	-	-	-
0401-09-401-4000-	49139	2006B FIRE APP INTEREST	12,717	4,240	-	-	-	-
0401-09-401-4000-	49142	2010 ANIMAL SHELTER INTEREST	60,172	38,415	34,087	50,596	44,545	(6,051)
0401-09-401-4000-	49143	2012A INTEREST	51,901	39,253	26,401	13,311	-	(13,311)
0401-09-401-4000-	49144	2012B INTEREST	153,135	136,395	119,250	101,723	83,790	(17,933)
0401-09-401-4000-	49146	BUREN INTEREST	-	-	-	-	-	-
0401-09-401-4000-	49147	2014A INTEREST	7,689	6,909	6,105	5,288	4,451	(837)
0401-09-401-4000-	49148	2014B INTEREST	51,665	48,528	45,303	42,000	38,616	(3,384)
0401-09-401-4000-	49249	2014C COURTHOUSE HVAC INTEREST	26,729	21,165	18,854	16,503	14,101	(2,402)
0401-09-401-4000-	49229	2014C COURTHOUSE HVAC PRINCIPAL	108,000	114,000	116,000	118,000	121,000	3,000
0401-09-401-4000-	49250	2014D STORMWATER INTEREST	30,227	20,591	14,803	8,934	2,990	(5,944)
0401-09-401-4000-	49230	2014D STORMWATER PRINCIPAL	411,000	421,000	427,000	433,000	438,000	5,000
0401-09-401-4000-	49251	2014E EMERGENCY VEHICLES INTEREST	25,831	19,176	14,068	7,990	2,463	(5,527)
0401-09-401-4000-	49231	2014E EMERGENCY VEHICLES PRINCIPAL	178,000	285,000	410,000	417,000	335,000	(82,000)
0401-09-401-4000-	49232	2015A POLICE VEHICLES PRINCIPAL	-	79,000	80,000	81,000	82,000	1,000
0401-09-401-4000-	49252	2015A POLICE VEHICLES INTEREST	2,143	5,483	4,290	3,083	1,860	(1,223)
0401-09-401-4000-	49233	2015B COURTHOUSE RENO PRINCIPAL	-	136,000	139,000	143,000	146,000	3,000
0401-09-401-4000-	49253	2015B COURTHOUSE RENO INTEREST	20,840	57,421	54,080	50,654	47,142	(3,512)
0401-09-401-4000-	49237	2017 SERIES 2017 ISSUE - SPRING 2017 IN	-	-	-	-	248,000	248,000
0401-09-401-4000-	49238	2017 SERIES 2017 B PRINCIPAL	-	-	-	619,000	381,000	(238,000)
0401-09-401-4000-	49257	2017 SERIES 2017A INTEREST	-	-	166,175	207,000	207,000	-
0401-09-401-4000-	49258	2017 SERIES 2017B INTEREST	-	-	14,049	17,500	6,668	(10,832)
0401-09-401-4000-	49239	2018 SERIES A PRINCIPAL	-	-	-	623,000	506,000	(117,000)
0401-09-401-4000-	49259	2018 SERIES A INTEREST	-	-	-	163,000	276,121	113,121
0401-09-401-4000-	49240	2019 SERIES A PRINCIPAL	-	-	-	-	610,000	610,000
0401-09-401-4000-	49260	2019 SERIES A INTEREST	-	-	-	-	224,532	224,532
0401-09-401-4000-		CONTRIBUTION TO DEBT RESERVE -						
0401-09-401-4000-	49190	FUTURE PROJECTS	-	-	-	2,209	27,097	24,888
			3,106,650	3,443,998	3,525,506	5,001,228	4,962,633	(38,595)

Economic Development Debt Service

Economic Development Debt Service								
Location Code		2152						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0401-09-401-2152-	49120	2008A NORTH/SROSSPTE PRINCIPAL	180,000	190,000	195,000	-	-	-
0401-09-401-2152-	49140	2008A NORTH/SROSSPTE INTEREST	288,319	13,238	6,825	-	-	-
0401-09-401-2152-	49235	SERIES 2016A REFINANCE CROSSPOINTE PRINCIPAL	-	84,000	83,000	285,000	293,000	8,000
0401-09-401-2152-	49255	SERIES 2016A REFINANCE CROSSPOINTE INTEREST	-	100,530	101,454	99,528	92,916	(6,612)
			468,319	387,768	386,279	384,528	385,916	1,388

WATER/SEWER FUND

The Prince George County Water and Sewer Department is charged with the service of providing water and wastewater services to the populated areas of the county. The Utilities fund is a self-supporting enterprise fund. Utilities Revenues collected (user fees and connection charges) cover anticipated expenditures without General Fund support.

The Engineering and Utilities Department provides the following services:

- Handles inquiries pertaining to water and wastewater lines
- Handles future industrial and residential development inquiries
- Reviews site plan review for new commercial projects
- Administers capital improvement projects for utilities
- Handles water and wastewater utilities
- Responsible for new service and terminating service
- Handles inquiries for high water consumption
- Handles muddy water and low-pressure complaints
- Handles billing problems and water leaks
- Administers pumping stations, water systems and elevated storage tanks.

The department serves approximately 4,458 customers. This includes 4,047 residential customers and 411 non-residential customers. There are approximately 2,725 customers that receive both water and sewer services, 426 water-only customers, and 1,307 sewer-only customers.

The department operates and maintains the County's public water and wastewater systems including the central water distribution system, six rural water well systems, and 25 wastewater pumping stations.

In FY 2019, a five percent increase in water and a 7.5 percent increase in wastewater rates were approved to continue to realign utility revenues to cover annual operating and capital expenses. The adopted increase equated to a \$1.24 increase per month for water charges and a \$3.97 increase per month for sewer charges. This was a \$5.21 per month total increase for residential single-family homes using an average of 5,000 gallons per month.

Wastewater flow trends indicate the need for allocating appropriate resources in the coming years to address inflow and infiltration (I&I) with capital improvements to rehabilitate or replace aging wastewater pipes and manholes.

From an overall system perspective Prince George has 3.575 million gallons per day (MGD) of wastewater capacity and utilized 1.282 MGD on average; and 1.89 MGD of water capacity and utilized 0.945 MGD on average in 2018.

The Utilities Enterprise Fund's cash position has remained steady with adequate reserves. At June 30, 2018, cash on hand was just over \$10 million. The fund ended fiscal year 2018 with a \$24,792,964 net position, up \$1,537,778 from fiscal year 2017. The increase in net position can be attributed to an increase in connection fees and new utility billing accounts.

Leveraging the Enterprise Fund's strong financial position and stable revenues should enable the Department to balance cash and debt funding to reinvest in infrastructure to ensure that capital assets are renewed appropriately to protect the long-term viability of providing water and wastewater services to the community.

The Utilities Water and Sewer Fund budget increased by \$259,657 in FY2020 largely due to planned continuing capital improvements on existing infrastructure. There were no increases to water or sewer fees for FY2020. Revenues to offset the additional expenditures are expected through additional utility customer accounts as well as funds from Utility cash reserves.

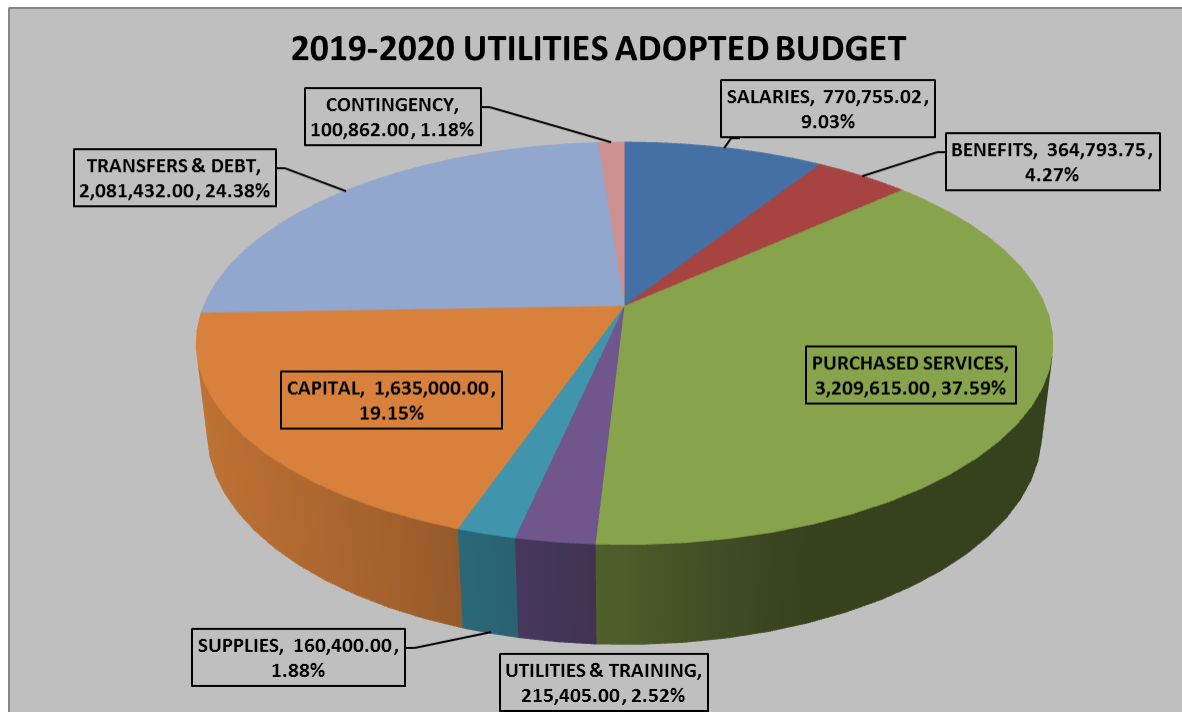
Over \$1.53 Million is budgeted for projects related to renewal of existing utility infrastructure as follows:

- Repair Lagoon at Pump Station #3 – allows for storing sewer materials to dry prior to disposal at landfill (\$30,000)
- Replace Cedar Creek Bridge and London Road walkway access to sewer facilities (\$60,000)
- Replace/Repair sewer mains to address infiltration in
 - Manchester Run (\$225,000)
 - Wildwood (\$125,000)
 - Route 460 (\$200,000)
- Godwin By-Pass Pump to support water supply during power outages (\$60,000)
- Generator at water facilities to support water supply during power outages (\$80,000)
- Jordan on the James Filter Media replacement – replacement of aged water filtration system (\$80,000)
- Beechwood Manor reservoir cleaning and sealing (\$20,000)
- Radio read meter replacement – continued replacement of old water meters with new radio read models that facilitate safer, efficient and more accurate meter data collection for utility billing (\$200,000)
- Courthouse tank repairs – repair to address structural issues and replace ladder (\$50,000)

- SCADA development – continued phased implementation of SCADA computer automation system for remote monitoring, control and data acquisition of its key water and wastewater facilities (\$100,000)
- Temple Avenue Tank & Booster Station – preliminary engineering and design of a new storage tank and booster station in the Puddledock area to provide additional water capacity to serve future prospects in the Southpoint Business Park (\$200,000)

For FY2020 the adopted budget calls for \$115,871 in use of Utilities cash reserves / fund balance.

The total adopted Utilities FY2020 budget is \$8,538,263; \$6,832,861 net of inter-fund transfers.



Revenues - Summary:

ACCOUNT	TITLE	FY 2015-16 RECEIPTS	FY16-17 RECEIPTS	FY17-18 RECEIPTS	FY 2018-19 ADOPTED	FY2019-20 Adopted Budget	Increase (Decrease)
FUND 600: UTILITIES OPERATIONS		5,127,126	5,521,697	5,663,177	6,094,000	6,373,371	279,371
FUND 610: UTILITIES REPLACEMENT RESERVES		-	205,000	198,152	168,000	258,000	90,000
FUND 620: UTILITIES CAPITAL		549,641	744,673	1,310,019	2,016,606	1,906,892	(109,714)
UTILITIES REVENUE TOTALS		5,676,767	6,471,370	7,171,348	8,278,606	8,538,263	259,657

Revenues - Detail:

FUND 60 - UTILITIES OPERATING		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
0600							
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0600-10-505-8112-00000-000-000-000-315201-	RENTAL OF GEN. PROPERTY	52,536	27,376	27,376	25,000	35,000	10,000
0600-10-505-8111-00000-000-000-000-315104-	INTEREST REVENUE		24,000	19,796	-	-	-
USE OF MONEY & PROPERTY		52,536	51,376	47,172	25,000	35,000	10,000
0600-10-506-8113-00000-000-000-000-316901-	WATER SERVICE	1,621,036	1,698,818	1,713,210	1,848,000	1,900,000	52,000
0600-10-506-8113-00000-000-000-000-316902-	SEWER SERVICE CHARGES	3,134,749	3,417,175	3,700,301	4,085,000	4,185,000	100,000
0600-10-506-8113-00000-000-000-000-316903-	PENALTIES	66,540	106,140	146,521	75,000	75,000	-
0600-10-506-8113-00000-000-000-000-316904-	RECONNECTION CHARGES	14,520	31,390	33,030	25,000	25,000	-
0600-10-506-8113-00000-000-000-000-316905-	MISCELLANEOUS	237,745	63,926	22,943	36,000	37,500	1,500
0600-10-507-8115-00000-000-000-000-318953-	MISCELLANEOUS REVENUE		26	-	-	-	-
CHARGES FOR SERVICES		5,074,589	5,317,475	5,616,005	6,069,000	6,222,500	153,500
0600-40-900-8208-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	115,871	115,871
0600-40-507-8206-00000-000-000-000-341111	INSURANCE RECOVERIES	-	3,041	-	-	-	-
0600-40-900-8209-00000-000-000-000-341112	CUDDIHY SETTLEMENT	-	-	-	-	-	-
	CAPACITY RESERVES	-	-	-	-	-	-
0600-90-901-8207-00000-000-000-000-399100-	TRANS.FR GEN FD/OPERATING	-	-	-	-	-	-
0600-90-901-8207-00000-000-000-000-399101	TRANSFER FROM TOURISM FUND	-	149,805	-	-	-	-
FUND BALANCE AND TRANSFERS		-	152,846	-	-	115,871	115,871
TOTAL UTILITIES OPERATING FUND		5,127,126	5,521,697	5,663,177	6,094,000	6,373,371	279,371

FUND 0610 - REPLACEMENT RESERVES		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
0610							
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0610-10-508-8114-00000-000-000-000-315202-	SALE OF VEHICLE	-	-	(26,848)	-	-	-
0610-10-508-8114-00000-000-000-000-315203-	SALE OF LAND/BUILDING	-	-	40,000	-	-	-
	RECOVERED COSTS	-	-	13,152	-	-	-
0610-90-901-8207-00000-000-000-000-399106-	TRANS.FROM UTILITIES OPERATING	-	205,000	185,000	168,000	258,000	90,000
0610-40-900-8208-00000-000-000-000-399999-	FUND BALANCE CAPITAL RESERVE	-	-	-	-	-	-
	REHAB/REPL RESERVE	-	-	-	-	-	-
FUND BALANCE AND TRANSFERS		-	205,000	185,000	168,000	258,000	90,000
TOTAL REPLACEMENT RESERVES		-	205,000	198,152	168,000	258,000	90,000

FUND 0620 - UTILITIES CAPITAL		FY2015-16	FY2016-17	FY2017-18	2018-19	FY19-20	FY19-20
0620							
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	Adopted Budget	Increase (Decrease)
0620-10-505-8111-00000-000-000-000-315104-	INTEREST ON LOAN	27,042	-	-	-	-	-
0620-40-508-8209-00000-000-000-000-319214	DEVELOPER CAPITAL CONTRIBUTIONS	-	154,045	7,895	-	-	-
0620-40-900-8209-00000-000-000-000-341112	CUDDIHY WATER STLMENT	73,968	58,558	69,218	20,000	-	(20,000)
USE OF MONEY & PROPERTY		101,010	212,603	77,113	20,000	-	(20,000)
0620-10-508-8114-00000-000-000-000-316906-	WATER CONNECTION CHARGES	107,637	305,000	246,052	185,000	150,000	(35,000)
0620-10-508-8114-00000-000-000-000-316907-	SEWER CONNECTION CHARGES	182,994	202,980	212,125	200,000	160,000	(40,000)
CHARGES FOR SERVICES		290,631	507,980	458,177	385,000	310,000	(75,000)
0620-40-900-8208-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	-	-
0620-90-901-8207-00000-000-000-000-399106-	TRANS.FROM UTILITIES OPERATING	-	24,090	-	836,978	1,027,402	190,424
0620-90-901-8207-00000-000-000-000-399107-	WATER CAPACITY SURCHARGE - XFER FROM 0600	-	-	286,000	286,000	155,000	(131,000)
0620-90-901-8207-00000-000-000-000-399108-	SEWER CAPACITY SURCHARGE - XFER FROM 0600	-	-	340,000	340,000	265,000	(75,000)
0620-90-901-8207-00000-000-000-000-399101-	TRANS. FR. TOURISM FD	158,000	-	148,728	148,628	149,490	862
0600-90-901-8207-00000-000-000-000-399100-	TRANS FR GEN FD/OPERATING	-	-	-	-	-	-
FUND BALANCE AND TRANSFERS		158,000	24,090	774,728	1,611,606	1,596,892	(14,714)
TOTAL CAPITAL FUND		549,641	744,673	1,310,019	2,016,606	1,906,892	(109,714)

Expenditures:

		FY15-16	FY16-17	FY17-18	FY18-19	FY19-20	
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
Water & Sewer Fund:							
Utilities Operating:							
7000	Utility Maintenance	1,002,808	1,329,936	1,808,300	1,952,950	2,043,672	90,722
7001	Utilities Payroll	1,011,771	1,082,089	900,280	1,107,476	1,135,549	28,073
7002	Capital Outlay- Operating	-	-	-	-	-	-
0600 7004	Utilities Transfer to Capital	-	24,090	-	-	-	-
7005	Utility Maintenance Operations - SEWER HOPEWELL	1,425,055	973,257	1,389,768	1,532,000	1,707,000	175,000
7006	Utility Maintenance Operations - SEWER PETERSBURG/SCWV	714,306	573,997	671,685	700,474	727,000	26,526
7007	Utility Maintenance Operations - WATER CENTRAL SYSTEM	570,547	1,034,556	550,166	756,000	718,000	(38,000)
7008	Utility Maintenance Operations - WATER BEECHWOOD MANOR/JORDAN ON THE JAMES SYSTEM	24,501	17,409	18,630	17,800	16,700	(1,100)
7009	Utility Maintenance Operations - WATER RIVER'S EDGE SYSTEM	2,503	5,222	3,347	4,300	4,300	-
7010	Utility Maintenance Operations - WATER CEDARWOOD SYSTEM	3,602	10,052	4,279	5,000	4,500	(500)
7011	Utility Maintenance Operations - WATER PRINCE GEORGE WOODS SYSTEM	740	6,446	967	900	950	50
7012	Utility Maintenance Operations - WATER FOOD LION/IND SYSTEM	10,146	11,423	14,540	11,800	10,100	(1,700)
7013	Utility Maintenance Operations - WATER RT 301 SYSTEM	2,767	3,194	6,643	5,300	5,600	300
	Total W&S Operating	4,768,746	5,071,672	5,368,606	6,094,000	6,373,371	279,371
Utilities Replacement Reserve							
7002	Capital Outlay- Operating	60,989	61,260	49,158	168,000	258,000	90,000
	Total W&S Replacement Reserve	60,989	61,260	49,158	168,000	258,000	90,000
Utilities Capital:							
7003	Non- Operating Expense	66,708	19,975	2,288	5,000	-	(5,000)
7004	Water & Sewer Debt Fund	163,228	177,709	166,953	539,412	376,030	(163,382)
7014	Utility Capital Projects - 2015 Bonds	1,350	1,500	1,625	-	-	-
7016	Utility Capital Projects	-	27,676	44,939	1,472,194	1,530,862	58,668
	Transfer to Utility Capital Projects	-	-	-	-	-	-
	Total W&S Capital	231,286	226,860	215,805	2,016,606	1,906,892	(109,714)
	TOTAL UTILITIES EXPENDITURES	5,061,020	5,359,791	5,633,568	8,278,606	8,538,263	259,657
	INTERFUND TRANSFERS - UTILITIES	-	(229,090)	(811,000)	(1,630,978)	(1,705,402)	(74,424)
	EXPENDITURES NET OF TRANSFERS	5,061,020	5,130,701	4,822,568	6,647,628	6,832,861	185,233

Expenditures (Continued):

Utility Maintenance Operations - UNSPECIFIED								
Location Code 7000								
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7000-	43101	UTIL MAINT PROF SERVICES	1,962	29,376	2,960	7,000	5,000	(2,000)
0600-04-104-7000-	43120	UTIL MAINT ACNT & AUDIT SRVC	15,000	15,000	15,000	15,000	17,335	2,335
0600-04-104-7000-	43311	UTIL MAINT CONTRACT FEES/ADMIN	56,040	68,948	45,592	70,000	68,000	(2,000)
0600-04-104-7000-	43320	MAINTENANCE SVS CONTRACTS	-	-	-	-	-	-
0600-04-104-7000-	43326	UTIL MAINT SANITATION SVC DUMP	680	480	480	480	480	-
0600-04-104-7000-	43600	ADVERTISING	1,875	398	2,239	2,500	2,000	(500)
0600-04-104-7000-	43611	UTIL MAINT FIRST AID/SAFETY	1,952	4,895	3,565	2,500	2,000	(500)
0600-04-104-7000-	44200	AUTOMOTIVE/MOTOR POOL	4,824	6,847	8,026	5,000	5,000	-
0600-04-104-7000-	45114	UTIL MAINT ELECTRICAL	3,481	3,357	3,066	3,500	3,500	-
0600-04-104-7000-	45210	UTIL MAINT POSTAL SERVICE	18,465	16,119	16,278	22,000	20,000	(2,000)
0600-04-104-7000-	45230	UTIL MAINT TELEPHONE	13,450	13,713	13,345	15,000	17,500	2,500
0600-04-104-7000-	45305	UTIL MAINT MTR VEH INSURANCE	4,571	5,972	5,500	6,300	6,300	-
0600-04-104-7000-	45420	UTIL MAINT LEASE/RENT OF BUILD	51,992	51,992	51,992	51,992	60,155	8,163
0600-04-104-7000-	45540	UTIL MAINT CONVENTION & ED	7,345	3,071	1,704	7,500	7,500	-
0600-04-104-7000-	45810	UTIL MAINT DUES AND MEMBERSHIP	1,088	883	668	1,200	1,500	300
0600-04-104-7000-	45890	UTIL MAINT DEPRECIATION EXPENS	684,561	788,044	692,872	-	-	-
0600-04-104-7000-	46001	UTIL MAINT OFFICE SUPPLIES	4,972	5,956	5,672	4,700	4,700	-
0600-04-104-7000-	46002	UTIL MAINT FOOD SUPPLIES	1,854	1,079	745	800	800	-
0600-04-104-7000-	46007	UTIL MAINT REPAIR & MAINT SUPP	-	-	-	-	-	-
0600-04-104-7000-	46008	UTIL MAINT VEHICLE/EQUIP FUEL	19,664	18,258	22,425	20,000	25,000	5,000
0600-04-104-7000-	46009	UTIL MAINT VEHICLE EQUIP. SUP	-	155	850	-	-	-
0600-04-104-7000-	46011	UTIL MAINT UNIFORM/APPAREL	7,351	7,227	6,302	7,500	7,500	-
0600-04-104-7000-	46012	UTIL MAINT BOOKS & SUBS	-	98	-	-	-	-
0600-04-104-7000-	46014	UTIL MAINT OTHER OPERATING SUPP	-	-	89	-	-	-
0600-04-104-7000-	46052	UTIL MAINT CHEMICALS	11,135	7,281	6,838	6,500	5,000	(1,500)
0600-04-104-7000-	46053	UTIL MAINT OPERATING SUPPLIES	42,659	43,671	51,387	40,000	45,000	5,000
0600-04-104-7000-	46054	UTIL MAINT EQUIP PRT & SUPP	32,917	15,646	22,484	16,500	16,500	-
0600-04-104-7000-	46055	UTIL MAINT BUILDING SUPPLIES	1,662	384	379	2,000	2,000	-
0600-04-104-7000-	46056	UTIL MT PERMITS LICENSES RNWLS	11,628	10,669	10,771	10,000	11,000	1,000
0600-04-104-7000-	480620	UTIL MAINT BILLING SUPPLIES AN	1,679	5,417	6,071	4,000	4,500	500
0600-04-104-7000-	49178	TRANS TO UTIL CAP RESERVES	-	-	-	836,978	1,027,402	190,424
0600-04-104-7000-	49181	TRANS TO UTIL REPL RESERVES (0610-	-	205,000	185,000	168,000	258,000	90,000
0600-04-104-7000-	49184	WATER CAP SURCH TR TO CAPITAL	-	-	286,000	286,000	155,000	(131,000)
0600-04-104-7000-	49185	SEWER CAP SURCH TR TO CAPITAL	-	-	340,000	340,000	265,000	(75,000)
			1,002,808	1,329,936	1,808,300	1,952,950	2,043,672	90,722

Expenditures (Continued):

Utilities- Payroll								
Location Code		7001						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7001-	41100	UTIL PAYROLL SAL & WAGE	689,015	677,475	605,692	720,420	728,755	8,335
0600-04-104-7001-	41200	UTIL PAYROLL OVERTIME	9,730	16,122	9,218	15,000	20,000	5,000
0600-04-104-7001-	41300	UTIL PAYROLL PART-TIME SALARIE	21,113	19,036	16,571	10,000	12,000	2,000
0600-04-104-7001-	41400	UTIL PAYROLL CAREER DEVELOPMENT	-	-	-	15,000	10,000	(5,000)
0600-04-104-7001-	42100	UTIL PAYROLL FICA	52,653	52,882	45,298	58,172	58,963	791
0600-04-104-7001-	42210	UTIL PAYROLL RETIREMENT-VRS	92,860	184,744	70,792	107,004	107,489	485
0600-04-104-7001-	42300	UTIL PAYROLL HOSPITAL/MEDICAL	120,614	104,996	129,061	149,884	165,250	15,366
0600-04-104-7001-	42400	UTIL PAYROLL GROUP LIFE INSUR	8,049	8,849	4,951	9,634	9,678	44
0600-04-104-7001-	42500	UTIL PAYROLL DISABILITY INSUR	350	485	434	546	980	434
0600-04-104-7001-	42700	UTIL PAYROLL WORKER'S COMP	17,387	17,500	18,262	18,262	22,434	4,172
0600-04-104-7001-	49199	UTIL PAYROLL CONTINGENCY	-	-	-	3,554	-	(3,554)
			1,011,771	1,082,089	900,280	1,107,476	1,135,549	28,073

Utility Maintenance Operations - TRANSFER TO UTILITIES CAPITAL								
Location Code		7004						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7004-	49178	TRANSFER TO UTIL CAPITAL	-	24,090	-	-	-	-
			-	24,090	-	-	-	-

Utility Maintenance Operations - SEWER HOPEWELL								
Location Code		7005						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7005-	45114	SWR HOPE ELECTRICAL	17,739	17,496	21,064	19,000	19,000	-
0600-04-104-7005-	43311	WTR CNTRL CONTRACT FEES/ADMIN	7,445	9,017	6,081	10,000	10,000	-
0600-04-104-7005-	46008	SWR HOPEWELL VEH&EQUIP FUEL	-	-	-	-	-	-
0600-04-104-7005-	46053	SWR HOPE OPERATING SUPPLIES	2,836	6,779	3,879	3,000	3,000	-
0600-04-104-7005-	46055	SWR HOPE BUILDING SUPPLIES	-	-	-	-	-	-
0600-04-104-7005-	460634	SWR HOPE CHG PD TO	1,397,036	939,965	1,358,745	1,500,000	1,675,000	175,000
			1,425,055	973,257	1,389,768	1,532,000	1,707,000	175,000

Utility Maintenance Operations - SEWER PETERSBURG/SCWWA								
Location Code		7006						
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7006-	43311	SEWR PETE CONTRACT FEES/ADMIN	17,868	12,516	18,341	10,474	15,000	4,526
0600-04-104-7006-	45114	SEWR PETE ELECTRICAL	29,189	27,577	29,064	30,000	30,000	-
0600-04-104-7006-	46053	SEWR PETE OPERATING SUPPLIES	9,250	11,717	11,121	10,000	12,000	2,000
0600-04-104-7006-	46055	SEWR PETE BUILDING SUPPLIES	-	-	-	-	-	-
0600-04-104-7006-	460634	SEWAGE PUMPING PETERSBURG	657,999	522,188	613,158	650,000	670,000	20,000
			714,306	573,997	671,685	700,474	727,000	26,526

Expenditures (Continued):

Utility Maintenance Operations - WATER CENTRAL SYSTEM								
Location Code	7007							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7007-	410632	WATER PUMPING STATION SUPPL	543,686	975,640	505,999	725,000	687,000	(38,000)
0600-04-104-7007-	43311	WTR CNTRL CONTRACT FEES/ADM	2,906	22,290	8,614	5,000	5,000	-
0600-04-104-7007-	45114	CNTRL ELECTRICAL	20,896	22,141	21,210	21,000	20,000	(1,000)
0600-04-104-7007-	46007	OPERATING SUPPLIES	-	-	-	-	-	-
0600-04-104-7007-	46053	WTR CNTRL OPERATING SUPPLIES	3,059	10,225	6,337	5,000	6,000	1,000
0600-04-104-7007-	460634	SEWAGE PUMPING CHARGE	-	4,261	8,006	-	-	-
			570,547	1,034,556	550,166	756,000	718,000	(38,000)

Utility Maintenance Operations - WATER BEECHWOOD MANOR/JORDAN ON THE JAMES SYSTEM								
Location Code	7008							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7008-	43311	WTR BCH JRDN CONTRT FEES/ADMIN	4,167	183	3,175	800	800	-
0600-04-104-7008-	45114	WTR BCH JRDN ELECTRICAL	12,715	13,243	12,745	13,000	13,000	-
0600-04-104-7008-	46052	WTR BCH JRDN CHEMICALS	-	-	1,472	-	-	-
0600-04-104-7008-	46053	WTR BCH JRDN OPERATING SUPP	7,547	3,043	1,050	3,000	2,500	(500)
0600-04-104-7008-	46055	WTR BCH JRDN BUILDING SUPPLIES	72	940	188	1,000	400	(600)
			24,501	17,409	18,630	17,800	16,700	(1,100)

Utility Maintenance Operations - WATER RIVER'S EDGE SYSTEM								
Location Code	7009							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7009-	43311	WTR RVR EDG CONTRT FEES/ADM	-	2,700	245	1,000	1,000	-
0600-04-104-7009-	45114	WTR RVR EDG ELECTRICAL	2,503	2,446	2,636	2,500	2,200	(300)
0600-04-104-7009-	46053	WTR RVR EDG OPERATING SUPPL	-	76	466	500	800	300
0600-04-104-7009-	46055	WTR RVR EDG BUILDING SUPPLIES	-	-	-	300	300	-
			2,503	5,222	3,347	4,300	4,300	-

Utility Maintenance Operations - WATER CEDARWOOD SYSTEM								
Location Code	7010							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0600-04-104-7010-	43311	WTR CEDR CONTRACT FEES/ADM	-	7,470	1,310	1,500	1,000	(500)
0600-04-104-7010-	45114	WTR CEDR ELECTRICAL	2,253	2,131	2,497	2,500	2,500	-
0600-04-104-7010-	46052	WTR CEDR CHEMICALS	-	-	-	-	-	-
0600-04-104-7010-	46053	WTR CEDR OPERATING SUPPLIES	1,256	350	472	300	400	100
0600-04-104-7010-	46054	WTR CEDR PARTS & SUPPLIES	-	101	-	200	300	100
0600-04-104-7010-	46055	WTR CEDR BUILDING SUPPLIES	93	-	-	500	300	(200)
			3,602	10,052	4,279	5,000	4,500	(500)

Expenditures (Continued):

Utility Maintenance Operations - WATER PRINCE GEORGE WOODS SYSTEM									
Location Code		7011							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)	
0600-04-104-7011-	43311	CONTRACT FEES / ADMIN	-	5,724	240	-	-	-	
0600-04-104-7011-	45114	WTR PG WDS ELECTRICAL	657	631	727	700	650	(50)	
0600-04-104-7011-	46053	WTR PG WOODS OPER SUPPLIES	83	90	-	200	200	-	
0600-04-104-7011-	46054	WTR PG WDS EQUIP PARTS & SUP	-	-	-	-	100	100	
			740	6,446	967	900	950	50	

Utility Maintenance Operations - WATER FOOD LION/IND SYSTEM									
Location Code		7012							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)	
0600-04-104-7012-	43311	WTR FD LION CONTRT FEES/ADMIN	-	-	1,070	-	-	-	
0600-04-104-7012-	45114	WTR FD LION ELECTRICAL	10,146	10,031	10,490	11,000	9,000	(2,000)	
0600-04-104-7012-	46052	WTR FD LION CHEMICALS	-	-	556	-	-	-	
0600-04-104-7012-	46053	WTR FD LION OPERATING SUPPLIES	-	1,392	150	300	600	300	
0600-04-104-7012-	46055	WTR FD LION BUILDING SUPPLIES	-	-	2,274	500	500	-	
			10,146	11,423	14,540	11,800	10,100	(1,700)	

Utility Maintenance Operations - WATER RT 301 SYSTEM									
Location Code		7013							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)	
0600-04-104-7013-	43311	WATER RT 301 CONTR FEES/ADMIN	-	-	780	-	-	-	
0600-04-104-7013-	45114	WTR 301 ELECTRICAL	2,557	3,075	2,015	2,000	2,600	600	
0600-04-104-7013-	46052	WTR 301 CHEMICALS	-	-	2,301	3,000	2,500	(500)	
0600-04-104-7013-	46053	WTR 301 OPERATING SUPPLIES	210	119	1,547	300	500	200	
			2,767	3,194	6,643	5,300	5,600	300	

Expenditures (Continued):

Capital Outlay- Fund 0610								
Location Code	7002							
FUND 0610	0610							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0610-04-104-7002-	410303	CAP WTR SWR STCTR IMPROV	-	(286)	-	95,000	145,000	50,000
0610-04-104-7002-	410311	CAP WTR PUMP SUPPLY	11,445	-	1,772	5,000	5,000	-
0610-04-104-7002-	410316	CAP WTR METERS	20,069	26,956	23,457	30,000	15,000	(15,000)
0610-04-104-7002-	410318	CAP SWR SERVICES	15,253	18,023	20,140	30,000	20,000	(10,000)
0610-04-104-7002-	410323	CAP OTHER EQUIP	12,448	4,130	3,788	5,000	20,000	15,000
0610-04-104-7002-	43101	UTILITIES PROFESSIONAL SERVICES	-	-	-	-	50,000	50,000
0610-04-104-7002-	46024	UTIL CAPTL DATA PROC SUPPLIES	1,774	12,438	-	3,000	3,000	-
0610-04-104-7002-	48105	MOTOR VEHICLES - REPLACEMENT	-	-	-	-	-	-
			60,989	61,260	49,158	168,000	258,000	90,000

Non- Operating Expense Fund 0620								
Location Code	7003							
FUND 0620	0620							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0620-04-104-7003-	411636	PTSBG.SEWER LINE PAYMENT	-	-	-	-	-	-
0620-04-104-7003-	411637	SOUTH CENTRAL CAPITAL INV	-	-	-	-	-	-
0620-04-104-7003-	411638	SOUTH CENTRAL NUTRIENT CR.	-	-	-	-	-	-
0620-04-104-7003-	43101	PROFESSIONAL SERVICES	66,708	19,975	2,288	5,000	-	(5,000)
0620-04-104-7003-	49172	UTIL TRANS. TO CAPITAL PROJ	-	-	-	-	-	-
0620-04-104-7003-	411639	CAPACITY PURCHASE - PETERSBURG	-	-	-	-	-	-
			66,708	19,975	2,288	5,000	-	(5,000)

Water & Sewer Debt Fund - Fund 0620								
Location Code	7004							
FUND 0620	0620							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0620-04-104-7004-	49118	DEBT 2006 EXIT 45 PRINCIPAL	-	-	-	-	-	-
0620-04-104-7004-	49134	2002 GO BONDS INTEREST	-	-	-	-	-	-
0620-04-104-7004-	49138	2006 EXIT 45 INTEREST	21,549	-	-	-	-	-
0620-09-401-4000-	49149	BOND ISSUANCE COSTS	15,320	-	-	-	-	-
0620-04-104-7004-	49232	2015A PRINCIPAL	-	-	-	141,000	144,000	3,000
0620-04-104-7004-	49252	2015A INTEREST	4,530	17,666	8,865	7,628	5,490	(2,138)
0620-04-104-7004-	49233	2015B PRINCIPAL	-	-	-	93,000	96,000	3,000
0620-04-104-7004-	49253	2015B INTEREST	13,630	37,556	34,454	33,134	30,837	(2,297)
0620-04-104-7004-	49254	2016 ARWA CIP DEBT SERVICE	108,200	122,487	123,635	264,650	99,703	(164,947)
			163,228	177,709	166,953	539,412	376,030	(163,382)

Capital Projects - 2015 Bonds - Fund 0620								
Location Code	7014							
FUND 0620	0620							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0620-04-104-7014-	48201	UTIL MACH & EQUIP ADD	1,350	1,500	54,151	-	-	-
0620-04-104-7014-	48401	SEWER REHAB/REPLACE PTRSBRG	-	-	(39,651)	-	-	-
0620-04-104-7014-	48402	SEWER PUMP STATION IMPROVEMENTS	-	-	(13,000)	-	-	-
0620-04-104-7014-	48403	WATER METER REPLACEMENT	-	-	125	-	-	-
			1,350	1,500	1,625	-	-	-

Capital Projects - NEW PROJECTS Fund 0620								
Location Code	7016							
FUND	0620							
Org.	Acct.	Account Description	FY15-16 Expended	FY16-17 Expended	FY17-18 Expended	FY18-19 Adopted	FY19-20 Adopted Budget	Increase / (Decrease)
0620-04-104-7016-	48407	SPS REHAB/REPL	-	-	5,600	700,000	700,000	-
0620-04-104-7016-	48201	UTIL CAP MACHINE & EQUIP ADD	-	-	-	-	-	-
0620-04-104-7016-	48406	WATER FACILITY IMPROVEMENTS	-	27,676	-	400,000	530,000	130,000
0620-04-104-7016-	48403	WATER METER REPLACEMENT	-	-	39,339	200,000	200,000	-
0620-04-104-7016-	48408	WATER TREATMENT PLANT ANALYSIS	-	-	-	-	-	-
0620-04-104-7016-	48409	WASTEWATER TREATMENT PLANT ANA	-	-	-	-	-	-
0620-04-104-7016-	49199	CONTINGENCY	-	-	-	172,194	100,862	(71,332)
			-	27,676	44,939	1,472,194	1,530,862	58,668

Utilities Positions

		FUNDED POSITIONS			
Department	Title	Status	FY 2018-19	FY 2019-20	Change
Utilities	Director of Engineering & Utilities	FT	1	1	0
Utilities	Manager V, Utility Operations Management	FT	1	1	0
Utilities	Manager V, Utility Office Management	FT	1	1	0
Utilities	Utility Supervisor	FT	1	1	0
Utilities	Senior Utility Worker	FT	2	2	0
Utilities	Utility Worker III	FT	2	2	0
Utilities	Utility Worker I	FT	3	3	0
Utilities	Utility Billing/Collection Specialist II	FT	2	2	0
Utilities	Utility Billing/Collection Specialist I	FT	1	1	0
			14	14	0

Utilities Outstanding Long-Term Debt Obligations:

Issue	Issue Date	Retire Date	Original Issue	Balance as of 6/30/2018
2015A Refunding of 2006C Exit 45*	2015	8/1/2021	\$ 856,000	\$ 579,000
2015B Sewer Rehab Project	2015	8/1/2030	\$ 1,590,000	\$ 1,410,000

* Refinanced during FY2015

Engineering & Utilities Goals and Performance Measures

Strategic Initiative - BOLSTER ECONOMIC WELL-BEING				
AFFORDABLE RATES & VALUE OF SERVICE – Provide for affordable rates and excellent value for utility services.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Maintain revenue levels to provide adequate cash flows for debt service payments, system growth, and asset replacement. (ratio of revenues vs. expenses)			In development	In development
Measure 2: Seek funding opportunities from federal and state grant programs (number of grant applications)			In development	In development

Strategic Initiative – FUNDING THE FUTURE				
RELIABILITY & SUSTAINABILITY – Secure and deliver water and wastewater services to meet the current and future customer demands in a reliable and efficient manner.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Maintain adequate supply to support future customer demands by proper planning and permitting of water supply and wastewater treatment capacities. (Usage vs remaining capacities)			In development	In development
Measure 2: Replace aging infrastructure that will improve the reliability and integrity of the utility delivery systems. (Funding allocated)			In development	In development
Measure 3: Maintain existing assets to optimize reliability. (Funding allocated)			In development	In development
Measure 4: Evaluate and utilize technologies to enhance reliability and efficiency. (Funding allocated)			In development	In development

Strategic Initiative - PRACTICE GOOD GOVERNANCE				
	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Maintain adequate cash balances and reserves to provide for continued operations and maintenance. (cash on hand greater than 1.5)			In development	In development
Measure 2: Ensure compliance with applicable federal, state and local regulations for operation and maintenance of water and wastewater systems. (number of violations)			In development	In development
Measure 3: Promote a safe environment emphasizing the importance of accident avoidance and injury prevention, and operate in compliance with applicable laws, policies and regulations. (number of work-related injuries/accidents)			In development	In development

Strategic Initiative – STRENGTHEN CIVIC PARTNERSHIPS				
CUSTOMER SERVICE – Maintain a highly qualified workforce that is responsive to customer needs and assist customers to gain a greater understanding of the utility services provided.	FY17 Actual	FY18 Actual	FY19 Target	FY20 Target
Measure 1: Complete Consumer Confidence Reports on time for distribution to the customer base. (Yes or No)			Yes	Yes
Measure 2: Attract and retain talented individuals and educate the next generation of utility workers through mentoring and professional development. (number of employees to terminate employment)			In development	In development

POSITION CONTROL CHART - INTRODUCTION

Prince George County maintains a Position Control Chart that outlines the authorized positions working each department / agency. For FY2019-20, there are six (6) authorized positions that are not funded as part of the County's Adopted FY2019-20 budget. A summary of those positions authorized, but not funded is shown below.

FY2019-20 Positions Authorized but Not Funded/Budgeted:	#
ASSESSOR [0401]	
Senior Real Estate Appraiser	1
PLANNING [0301] (formerly COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300])	
Planner - Subdivision	1
COUNTY ADMINISTRATION [0101]	
Project Management Specialist	1
ECONOMIC DEVELOPMENT [2151]	
Director, Economic Development	1
GENERAL PROPERTIES [0504]	
Courier/ Stock Clerk	1
Deputy General Services Director	1
TOTAL POSITIONS AUTHORIZED BUT NOT FUNDED/BUDGETED - ADOPTED FY2019-20	6

Two Position Control Charts are provided on the pages that follow. One chart depicts the **authorized** positions adopted; the other shows the **funded** positions adopted. Funded positions in each department / program are also depicted in the department/fund budget area of this document.

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
ANIMAL CONTROL [0611]						
Animal Control Officer	3	3	3	3	3	0
Manager I, Animal Control	1	1	1	1	1	0
Coordinator, Animal Adoption Services	1	1	1	1	1	0
Kennel Attendant - Full-Time	1	1	1	1	1	0
Kennel Attendant - Part Time	0.5	0.5	0.5	0	0	0
Total Employees	6.5	6.5	6.5	6	6	0
ASSESSOR [0401]						
Real Estate Appraiser II	2	2	2	2	2	0
Senior Real Estate Appraiser	1	1	1	1	1	0
Real Estate Assessor	1	1	1	1	1	0
Coordinator IV, Real Estate Operations	0	1	1	1	1	0
Real Estate Technician	2	1	1	1	1	0
Total Employees	6	6	6	6	6	0
BOARD OF SUPERVISORS [0100]						
Clerk to the Board of Supervisors				1	1	0
Total Employees	0	0	0	1	1	0
CIRCUIT COURT CLERK [0202]						
Office Associate I	1	0	0	0	0	0
Chief Deputy	1	1	1	1	1	0
Clerk of Circuit Court	1	1	1	1	1	0
Deputy Court Clerk I	2	3	3	3	3	0
Deputy Court Clerk II	1	1	1	1	1	0
Total Employees	6	6	6	6	6	0
CIRCUIT COURT JUDGE [0902]						
Court Administrator	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
COMMISSIONER OF THE REVENUE [0200]						
Tax Compliance Auditor	1	1	1	0	0	0
Deputy License Inspector	0	0	0	1	1	0
Commissioner of the Revenue	1	1	1	1	1	0
Deputy Commissioner of Revenue	3	3	3	3	3	0
Senior Deputy Commissioner of Revenue	1	1	1	1	0	-1
Chief Deputy Commissioner of Revenue	0	0	0	0	1	1
Total Employees	6	6	6	6	6	0
COMMONWEALTH'S ATTORNEY [0204]						
Administrative Associate	1	1	1	0	0	0
Office Manager	1	1	1	1	1	0
Legal Assistant	0	0	0	2	2	0
Office Associate I	1	1	1	0	0	0
Asst. Commonwealth's Attorney FT	2	2	2	2	2	0
Asst. Commonwealth's Attorney PT	0.5	0.5	0.5	0.5	0.5	0
Commonwealth's Attorney	1	1	1	1	1	0
Total Employees	6.5	6.5	6.5	6.5	6.5	0

CHANGED FOR FY2020

Authorized but not funded

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
COMMUNITY CORRECTIONS [2179 / 2178]						
Dir. of Community Corrections	1	1	1	1	1	0
Manager IV, Corrections Program Management	1	1	1	1	1	0
Probation Officer	4	4	4	4	4	0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
COMMUNITY CORRECTIONS (PRETRIAL) [2174 / 2178 / 2179]						
Office Manager	1	1	1	1	1	0
Pretrial Officer	2	3	3	3	3	0
Pretrial Officer (PT)	0.5	0	0	0	0	0
Pretrial Investigator	1	1	1	1	1	0
Total Employees	4.5	5	5	5	5	0
COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300]						
Office Manager	1	1	1	1	1	0
Deputy Director/Building Official	1	1	1	1	1	0
Director of Community Development & Code Compliance	1	1	1	1	1	0
Plans Reviewer	1	1	1	1	1	0
Permit Technician II	1	1	1	1	1	0
Permit Technician I	1	1	1	1	1	0
Coordinator IV, Environmental Program	1	1	1	1	1	0
Senior Building Inspector	3	3	3	3	3	0
Administrative Support Specialist II	0	0	1	1	0	-1
Office Associate II (PT)	0.5	0.5	0	0	0	0
Planner	0	1	1	1	0	-1
Manager VI, Planning	1	1	1	1	0	-1
Total Employees	11.5	12.5	13	13	10	-3
COUNTY ADMINISTRATION [0101]						
County Administrator	1	1	1	1	1	0
Deputy County Administrator	0	1	1	1	1	0
Executive Assistant/ Deputy Clerk	1	1	1	0	0	0
Project Management Specialist	1	1	1	1	1	0
Total Employees	3	4	4	3	3	0
COUNTY ATTORNEY [0102]						
Senior Legal Assistant	1	1	1	1	1	0
County Attorney	1	1	1	1	1	0
County Attorney (PT)	0.5	0.5	0.5	0.5	0.5	0
Total Employees	2.5	2.5	2.5	2.5	2.5	0

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
COUNTY GARAGE [0502]						
Mechanic	2	2	2	2	2	0
Master Mechanic	1	1	1	1	1	0
Manager IV, Fleet	1	1	1	1	1	0
Total Employees	4	4	4	4	4	0
ECONOMIC DEVELOPMENT [2151]						
Administrative Support Specialist II	1	1	1	1	0	-1
Executive Assistant	0	0	0	0	1	1
Specialist, Economic Development	1	1	1	1	1	0
Director, Economic Development	1	1	1	1	1	0
Total Employees	3	3	3	3	3	0
EMERGENCY COMMUNICATIONS CENTER [0603]						
Communications Officer	12	14	14	14	14	0
Communications Supervisor	2	2	2	2	2	0
Manager V, Emergency Communications Center	0	1	1	1	1	0
Total Employees	14	17	17	17	17	0
FINANCE [0402]						
Accounting Clerk	1	1	1	1	1	0
Payroll Specialist	1	1	1	1	1	0
Payroll Supervisor	1	1	1	1	1	0
Accounting Supervisor	1	1	1	1	1	0
Financial Reporting Accountant	1	1	1	1	1	0
Director of Finance	1	1	1	0	0	0
Deputy County Administrator, Finance				1	1	0
Procurement Officer	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
FIRE & EMS [0610]						
Director of Fire & EMS	1	1	1	1	1	0
Deputy Director of Fire & EMS					0	0
Manager II, Fire/EMS Business Management	1	1	1	1	1	0
Captain	3	3	3	3	3	0
Captain 1						0
Captain 2					0	0
Lieutenant	6	6	6	7	9	2
Lieutenant 1						0
Lieutenant 2						0
EMT/Intermediate/Firefighter	4	3	3	5	0	-5
EMT/Paramedic/Firefighter	3	4	4	5	0	-5
Fire Medic					10	10
Fire Medic 1						0
Fire Medic 2						0
Fire Medic 3						0
Fire Medic 4						0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	19	19	19	23	25	2

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
EMERGENCY MANAGEMENT (0612)						
Emergency Management Deputy Coordinator (PT)	0	0	0	0.5	0.5	0
Total Employees	0	0	0	0.5	0.5	0
FIRE & EMS [SAFER GRANT (0615 & 0616)]						
EMT/Paramedic/Firefighter [0616]	0	2	2	2	0	-2
Fire Medic [0616]					2	2
Fire Medic 1 [0616]						0
Fire Medic 2 [0616]						0
Fire Medic 3 [0616]						0
Fire Medic 4 [0616]						0
Lieutenant [0616]	0	3	3	3	3	0
Lieutenant 1 [0616]						0
Lieutenant 2 [0616]						0
Captain (Volunteer Fire/EMS Training) [0615]					1	1
Captain 1 (Volunteer Fire/EMS Training) [0615]						0
Captain 2 (Volunteer Fire/EMS Training) [0615]						0
Fire Captain, Volunteer Fire/EMS Training [0615]	0	1	1	1	0	-1
Total Employees	0	6	6	6	6	0
GENERAL PROPERTIES [0504]						
Office Manager	1	1	1	1	1	0
Building Maintenance Mechanic	3	3	3	4	4	0
Buildings & Grounds Maint Mech	1	1	1	1	1	0
Senior Building Maintenance Mechanic	1	1	1	0	0	0
Courier / Stock Clerk	1	1	1	1	1	0
Deputy Director General Services	1	1	1	1	1	0
General Services Director	1	1	1	1	1	0
Total Employees	9	9	9	9	9	0
HUMAN RESOURCES [0103]						
Human Resources Analyst	1	1	1	1	1	0
Human Resources Supervisor	0	1	1	0	0	0
Human Res Technician	0	0	0	1	1	0
Human Resources Information Specialist	1	0	0	0	0	0
Dir. of Human Resources	1	1	1	1	1	0
Total Employees	3	3	3	3	3	0
INFORMATION TECHNOLOGY [0403]						
Director of Information Technology	1	1	1	1	1	0
Information Systems Specialist, Applications	1	1	1	1	1	0
Network Systems Engineer		0	0	0	0	0
GIS Technician	1	1	1	1	1	0
Coordinator V, GIS	1	1	1	1	1	0
Information Systems Analyst, Business Process	1	1	1	1	1	0
Information Systems System Engineer	1	1	1	1	1	0
Total Employees	6	6	6	6	6	0

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
PLANNING						
Administrative Support Specialist II	0	0	0	0	1	1
Planner	0	0	0	0	1	1
Manager VI, Planning	0	0	0	0	1	1
Planner	1	1	1	1	1	0
Total Employees	1	1	1	1	4	3
POLICE [0601]						
Administrative Support Specialist III	1	1	1	1	1	0
Chief of Police	1	1	1	1	1	0
Police Sergeant	6	6	6	6	6	0
Police Captain	2	2	2	2	2	0
Police Officer	41	41	41	41	41	0
Police Officer First Class						
Senior Police Officer						
Master Police Officer						
Career Police Officer						
Administrative Support Specialist I	1	1	1	1	1	0
Crime Analyst	1	1	1	1	1	0
Administrative Support Specialist III (PTR)	0	0.5	0.5	0.5	0.5	0
Public Safety Information System Specialist	1	0	0	0	0	0
Police Lieutenant	6	6	6	6	6	0
Total Employees	60	59.5	59.5	59.5	59.5	0
RECREATION [0505]						
Sr. Grounds Maintenance Wkr	2	2	2	2	2	0
Coordinator I, Assistant Athletics	1	1	1	1	1	0
Coordinator V, Athletics	1	1	1	1	1	0
Dir. of Parks and Recreation	1	1	1	1	1	0
Coordinator I, Parks Special Activities	1	1	1	1	1	0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
REGISTRAR [0901]						
Deputy Registrar	1	1	1	1	1	0
Deputy Registrar; PTR	0.5	0.5	0.5	0.5	0.5	0
General Registrar	1	1	1	1	1	0
Total Employees	2.5	2.5	2.5	2.5	2.5	0
SHERIFF [0203]						
Chief Deputy	1	1	1	1	1	0
Deputy Sheriff - FT	5	5	5	5	5	0
Deputy Sheriff - PT	0.5	0.5	0.5	0.5	0.5	0
Office Manager	1	1	1	1	1	0
Lieutenant	1	1	1	1	1	0
Sergeant	1	1	1	1	1	0
Sheriff	1	1	1	1	1	0
Total Employees	10.5	10.5	10.5	10.5	10.5	0

POSITION CONTROL CHART - AUTHORIZED

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
SOCIAL SERVICES [0701]						
Manager V, Social Services Administration	1	1	1	0	0	0
Deputy Director, Social Services				1	1	0
Director, Social Services	1	1	1	1	1	0
Benefits Program Specialist III	6	6	6	5	5	0
Benefits Program Specialist IV				2	2	0
Benefits Program Supervisor	1	1	1	1	1	0
Administrative Support Specialist II	4	4	4	2	3	1
Administrative Support Specialist III	1	1	1	2	2	0
Manager III, Social Services Case Management [Social Worker] - FT	7	8	8	7	7	0
Manager III, Social Services Case Management [Social Worker] - PT	0.5	0.5	0.5	0.5	0.5	0
Office Manager				1	1	0
Manager IV, Advanced Social Services Case Management [Social Worker]	1	1	1	2	2	0
Manager V, Social Services Case Management [Social Worker]	1	1	1	1	1	0
Total Employees	23.5	24.5	24.5	25.5	26.5	1
TREASURER [0201]						
Deputy Treasurer - FT	4	4	4	4	4	0
Deputy Treasurer - PT	0.5	0.5	0.5	0.5	0.5	0
Chief Deputy Treasurer	1	1	1	1	1	0
Treasurer	1	1	1	1	1	0
Total Employees	6.5	6.5	6.5	6.5	6.5	0
VICTIM WITNESS [0906]						
Coordinator II, Victim Witness Program	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
VJCCCA [0909]						
Coordinator III, Community Services	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
UTILITIES [7001]						
Utility Billing/Collection Specialist I	1	1	1	1	1	0
Utility Billing/Collection Specialist II	2	2	2	2	2	0
Utility Billing/Collection Specialist III	0	0	0	0	0	0
Manager V, Utility Office Management	1	1	1	1	1	0
Utility Worker I	3	3	3	3	3	0
Utility Worker II	0	0	0	0	0	0
Utility Worker III	2	2	2	2	2	0
Utility Supervisor	1	1	1	1	1	0
Senior Utility Worker	2	2	2	2	2	0
Dir. Of Engineering & Utilities	1	1	1	1	1	0
Manager V, Utility Operations Management	1	1	1	1	1	0
Total Employees	14	14	14	14	14	0
Total	252.5	264.5	265.0	270.0	273.0	3.0
FULL-TIME	248.0	260.0	261.0	266.0	269.0	3.0
PART-TIME	4.50	4.50	4.00	4.00	4.00	-

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended FY16-17	Amended FY17-18	Adopted FY18-19	Amended FY 18-19	Adopted FY 19-20	Change FY19-20
ANIMAL CONTROL [0611]						
Animal Control Officer	3	3	3	3	3	0
Manager I, Animal Control	1	1	1	1	1	0
Coordinator, Animal Adoption Services	1	1	1	1	1	0
Kennel Attendant - Full-Time	1	1	1	1	1	0
Kennel Attendant - Part Time	0.5	0.5	0.5	0	0	0
Total Employees	6.5	6.5	6.5	6	6	0
ASSESSOR [0401]						
Real Estate Appraiser II	2	2	2	2	2	0
Senior Real Estate Appraiser	0	0	0	0	0	0
Real Estate Assessor	1	1	1	1	1	0
Coordinator IV, Real Estate Operations	0	1	1	1	1	0
Real Estate Technician	2	1	1	1	1	0
Total Employees	5	5	5	5	5	0
BOARD OF SUPERVISORS [0100]						
Clerk to the Board of Supervisors				1	1	0
Total Employees	0	0	0	1	1	0
CIRCUIT COURT CLERK [0202]						
Office Associate I	1	0	0	0	0	0
Chief Deputy	1	1	1	1	1	0
Clerk of Circuit Court	1	1	1	1	1	0
Deputy Court Clerk I	2	3	3	3	3	0
Deputy Court Clerk II	1	1	1	1	1	0
Total Employees	6	6	6	6	6	0
CIRCUIT COURT JUDGE [0902]						
Court Administrator	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
COMMISSIONER OF THE REVENUE [0200]						
Tax Compliance Auditor	1	1	1	0	0	0
Deputy License Inspector	0	0	0	1	1	0
Commissioner of the Revenue	1	1	1	1	1	0
Deputy Commissioner of Revenue	3	3	3	3	3	0
Senior Deputy Commissioner of Revenue	1	1	1	1	0	-1
Chief Deputy Commissioner of Revenue	0	0	0	0	1	1
Total Employees	6	6	6	6	6	0
COMMONWEALTH'S ATTORNEY [0204]						
Administrative Associate	1	1	1	0	0	0
Office Manager	1	1	1	1	1	0
Legal Assistant	0	0	0	2	2	0
Office Associate I	1	1	1	0	0	0
Asst. Commonwealth's Attorney FT	2	2	2	2	2	0
Asst. Commonwealth's Attorney PT	0.5	0.5	0.5	0.5	0.5	0
Commonwealth's Attorney	1	1	1	1	1	0
Total Employees	6.5	6.5	6.5	6.5	6.5	0

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended FY16-17	Amended FY17-18	Adopted FY18-19	Amended FY 18-19	Adopted FY 19-20	Change FY19-20
COMMUNITY CORRECTIONS [2179 / 2178]						
Dir. of Community Corrections	1	1	1	1	1	0
Manager IV, Corrections Program Management	1	1	1	1	1	0
Probation Officer	4	4	4	4	4	0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
COMMUNITY CORRECTIONS (PRETRIAL) [2174 / 2178 / 2179]						
Office Manager	1	1	1	1	1	0
Pretrial Officer	2	3	3	3	3	0
Pretrial Officer (PT)	0.5	0	0	0	0	0
Pretrial Investigator	1	1	1	1	1	0
Total Employees	4.5	5	5	5	5	0
COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300]						
Office Manager	1	1	1	1	1	0
Deputy Director/Building Official	1	1	1	1	1	0
Director of Community Development & Code Compliance	1	1	1	1	1	0
Plans Reviewer	1	1	1	1	1	0
Permit Technician II	1	1	1	1	1	0
Permit Technician I	1	1	1	1	1	0
Coordinator IV, Environmental Program	1	1	1	1	1	0
Senior Building Inspector	3	3	3	3	3	0
Administrative Support Specialist II	0	0	1	1	0	-1
Office Associate II (PT)	0.5	0.5	0	0	0	0
Planner	0	1	1	1	0	-1
Manager VI, Planning	1	1	1	1	0	-1
Total Employees	11.5	12.5	13	13	10	-3
COUNTY ADMINISTRATION [0101]						
County Administrator	1	1	1	1	1	0
Deputy County Administrator	0	1	1	1	1	0
Executive Assistant/ Deputy Clerk	1	1	1	0	0	0
Project Management Specialist	1	0	0	0	0	0
Total Employees	3	3	3	2	2	0
COUNTY ATTORNEY [0102]						
Senior Legal Assistant	1	1	1	1	1	0
County Attorney	1	1	1	1	1	0
County Attorney (PT)	0.5	0.5	0.5	0.5	0.5	0
Total Employees	2.5	2.5	2.5	2.5	2.5	0

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended FY16-17	Amended FY17-18	Adopted FY18-19	Amended FY 18-19	Adopted FY 19-20	Change FY19-20
COUNTY GARAGE [0502]						
Mechanic	2	2	2	2	2	0
Master Mechanic	1	1	1	1	1	0
Manager IV, Fleet	1	1	1	1	1	0
Total Employees	4	4	4	4	4	0
ECONOMIC DEVELOPMENT [2151]						
Administrative Support Specialist II	1	1	1	1	0	-1
Executive Assistant	0	0	0	0	1	1
Specialist, Economic Development	1	1	1	1	1	0
Director, Economic Development	1	0	0	0	0	0
Total Employees	3	2	2	2	2	0
EMERGENCY COMMUNICATIONS CENTER [0603]						
Communications Officer	12	14	14	14	14	0
Communications Supervisor	2	2	2	2	2	0
Manager V, Emergency Communications Center	0	1	1	1	1	0
Total Employees	14	17	17	17	17	0
FINANCE [0402]						
Accounting Clerk	1	1	1	1	1	0
Payroll Specialist	1	1	1	1	1	0
Payroll Supervisor	1	1	1	1	1	0
Accounting Supervisor	1	1	1	1	1	0
Financial Reporting Accountant	1	1	1	1	1	0
Director of Finance	1	1	1	0	0	0
Deputy County Administrator, Finance				1	1	0
Procurement Officer	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
FIRE & EMS [0610]						
Director of Fire & EMS	1	1	1	1	1	0
Deputy Director of Fire & EMS					0	0
Manager II, Fire/EMS Business Management	1	1	1	1	1	0
Captain	3	3	3	3	3	0
Captain 1						0
Captain 2						0
Lieutenant	6	6	6	7	9	2
Lieutenant 1						0
Lieutenant 2						0
EMT/Intermediate/Firefighter	4	3	3	5	0	-5
EMT/Paramedic/Firefighter	3	4	4	5	0	-5
Fire Medic					10	10
Fire Medic 1						0
Fire Medic 2						0
Fire Medic 3						0
Fire Medic 4						0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	19	19	19	23	25	2

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
EMERGENCY MANAGEMENT (0612)						
Emergency Management Deputy Coordinator (PT)	0	0	0	0.5	0.5	0
Total Employees	0	0	0	0.5	0.5	0
FIRE & EMS [SAFER GRANT (0615 & 0616)]						
EMT/Paramedic/Firefighter [0616]	0	2	2	2	0	-2
Fire Medic [0616]					2	2
Fire Medic 1 [0616]						0
Fire Medic 2 [0616]						0
Fire Medic 3 [0616]						0
Fire Medic 4 [0616]						0
Lieutenant [0616]	0	3	3	3	3	0
Lieutenant 1 [0616]						0
Lieutenant 2 [0616]						0
Captain, Volunteer Fire/EMS Training [0615]					1	1
Captain 1 (Volunteer Fire/EMS Training) [0615]						0
Captain 2 (Volunteer Fire/EMS Training) [0615]						
Fire Captain, Volunteer Fire/EMS Training [0615]	0	1	1	1	0	-1
Total Employees	0	6	6	6	6	0
GENERAL PROPERTIES [0504]						
Office Manager	1	1	1	1	1	0
Building Maintenance Mechanic	3	3	3	4	4	0
Buildings & Grounds Maint Mech	1	1	1	1	1	0
Senior Building Maintenance Mechanic	1	1	1	0	0	0
Deputy Director General Services		0	0	0	0	0
General Services Director	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
HUMAN RESOURCES [0103]						
Human Resources Analyst	1	1	1	1	1	0
Human Resources Supervisor	0	1	1	0	0	0
Human Res Technician	0	0	0	1	1	0
Human Resources Information Specialist	1	0	0	0	0	0
Dir. of Human Resources	1	1	1	1	1	0
Total Employees	3	3	3	3	3	0
INFORMATION TECHNOLOGY [0403]						
Director of Information Technology	1	1	1	1	1	0
Information Systems Specialist, Applications	1	1	1	1	1	0
Network Systems Engineer		0	0	0	0	0
GIS Technician	1	1	1	1	1	0
Coordinator V, GIS	1	1	1	1	1	0
Information Systems Analyst, Business Process	1	1	1	1	1	0
Information Systems System Engineer	1	1	1	1	1	0
Total Employees	6	6	6	6	6	0

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended FY16-17	Amended FY17-18	Adopted FY18-19	Amended FY 18-19	Adopted FY 19-20	Change FY19-20
PLANNING						
Administrative Support Specialist II	0	0	0	0	1	1
Planner	0	0	0	0	1	1
Manager VI, Planning	0	0	0	0	1	1
Planner	0	0	0	0	0	0
Total Employees	0	0	0	0	3	3
POLICE [0601]						
Administrative Support Specialist III	1	1	1	1	1	0
Chief of Police	1	1	1	1	1	0
Police Sergeant	6	6	6	6	6	0
Police Captain	2	2	2	2	2	0
Police Officer	41	41	41	41	41	0
Police Officer First Class						
Senior Police Officer						
Master Police Officer						
Career Police Officer						
Administrative Support Specialist I	1	1	1	1	1	0
Crime Analyst	1	1	1	1	1	0
Administrative Support Specialist III (PTR)	0	0.5	0.5	0.5	0.5	0
Public Safety Information System Specialist	1	0	0	0	0	0
Police Lieutenant	6	6	6	6	6	0
Total Employees	60	59.5	59.5	59.5	59.5	0
RECREATION [0505]						
Sr. Grounds Maintenance Wkr	2	2	2	2	2	0
Coordinator I, Assistant Athletics	1	1	1	1	1	0
Coordinator V, Athletics	1	1	1	1	1	0
Dir. of Parks and Recreation	1	1	1	1	1	0
Coordinator I, Parks Special Activities	1	1	1	1	1	0
Administrative Support Specialist II	1	1	1	1	1	0
Total Employees	7	7	7	7	7	0
REGISTRAR [0901]						
Deputy Registrar	1	1	1	1	1	0
Deputy Registrar; PTR	0.5	0.5	0.5	0.5	0.5	0
General Registrar	1	1	1	1	1	0
Total Employees	2.5	2.5	2.5	2.5	2.5	0
SHERIFF [0203]						
Chief Deputy	1	1	1	1	1	0
Deputy Sheriff - FT	5	5	5	5	5	0
Deputy Sheriff - PT	0.5	0.5	0.5	0.5	0.5	0
Office Manager	1	1	1	1	1	0
Lieutenant	1	1	1	1	1	0
Sergeant	1	1	1	1	1	0
Sheriff	1	1	1	1	1	0
Total Employees	10.5	10.5	10.5	10.5	10.5	0

POSITION CONTROL CHART - FUNDED

	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Adopted	Change
	FY16-17	FY17-18	FY18-19	FY 18-19	FY 19-20	FY19-20
SOCIAL SERVICES [0701]						
Manager V, Social Services Administration	1	1	1	0	0	0
Deputy Director, Social Services				1	1	0
Director, Social Services	1	1	1	1	1	0
Benefits Program Specialist III	6	6	6	5	5	0
Benefits Program Specialist IV				2	2	0
Benefits Program Supervisor	1	1	1	1	1	0
Administrative Support Specialist II	4	4	4	2	3	1
Administrative Support Specialist III	1	1	1	2	2	0
Manager III, Social Services Case Management [Social Worker] - FT	7	8	8	7	7	0
Manager III, Social Services Case Management [Social Worker] - PT	0.5	0.5	0.5	0.5	0.5	0
Office Manager				1	1	0
Manager IV, Advanced Social Services Case Management [Social Worker]	1	1	1	2	2	0
Manager V, Social Services Case Management [Social Worker]	1	1	1	1	1	0
Total Employees	23.5	24.5	24.5	25.5	26.5	1
TREASURER [0201]						
Deputy Treasurer - FT	4	4	4	4	4	0
Deputy Treasurer - PT	0.5	0.5	0.5	0.5	0.5	0
Chief Deputy Treasurer	1	1	1	1	1	0
Treasurer	1	1	1	1	1	0
Total Employees	6.5	6.5	6.5	6.5	6.5	0
VICTIM WITNESS [0906]						
Coordinator II, Victim Witness Program	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
VJCCCA [0909]						
Coordinator III, Community Services	1	1	1	1	1	0
Total Employees	1	1	1	1	1	0
UTILITIES [7001]						
Utility Billing/Collection Specialist I	1	1	1	1	1	0
Utility Billing/Collection Specialist II	2	2	2	2	2	0
Utility Billing/Collection Specialist III	0	0	0	0	0	0
Manager V, Utility Office Management	1	1	1	1	1	0
Utility Worker I	3	3	3	3	3	0
Utility Worker II	0	0	0	0	0	0
Utility Worker III	2	2	2	2	2	0
Utility Supervisor	1	1	1	1	1	0
Senior Utility Worker	2	2	2	2	2	0
Dir. Of Engineering & Utilities	1	1	1	1	1	0
Manager V, Utility Operations Management	1	1	1	1	1	0
Total Employees	14	14	14	14	14	0
Total	248.5	258.5	259.0	264.0	267.0	3.0
FULL-TIME	244.0	254.0	255.0	260.0	263.0	3.0
PART-TIME	4.50	4.50	4.00	4.00	4.00	-

COST OF POSITION CHANGES FY2020

AS ADOPTED

New Positions and Newly Funded Positions ADOPTED - FY2020						
Department	Position	Status	Notes	Estimated Salary	Estimated Salary + Benefits	Funding Source
Fire/EMS	Lieutenant	FT (2 FTE)	New FTE	\$ 117,698	\$ 166,368	General Fund; \$58,849 each (\$83,184 with benefits); Funded by increased EMS Transport Rates
Social Services	Administrative Support Specialist II	FT (1 FTE)	New FTE	\$ 32,504	\$ 50,837	General (Federal/State Reimbursable at approx 70%); Funded by Increased State Funding
	TOTAL	+3 FTE		\$ 150,202	\$ 217,205	
Regrades & Other Adjustments ADOPTED - FY2020						
Emergency Operations	Increase in Grade for Communications Officers (2 Grades 310 to 312)			\$ 34,548	\$ 42,670	General Fund
Economic Development / County Administration	Reclassification			\$ 2,267	\$ 2,800	Economic Development Fund
	TOTAL			\$ 36,815	\$ 45,470	

**PRINCE GEORGE COUNTY (Excluding Sworn Police Officers and Fire/EMS)
GRADE ASSIGNMENTS 2019-2020**

Classification Title:	Grade:	FLSA Status:
Accounting Clerk	314	Non-Exempt
Accounting Supervisor	318	Non-Exempt
Administrative Support Specialist I	306	Non-Exempt
Administrative Support Specialist II	308	Non-Exempt
Administrative Support Specialist III	310	Non-Exempt
Animal Control Officer	310	Non-Exempt
Assistant Commonwealth Attorney	320	Exempt
Benefits Program Specialist III	314	Non-Exempt
Benefits Program Specialist IV	316	Non-Exempt
Benefits Program Supervisor	318	Exempt
Building and Grounds Maintenance Mechanic	313	Non-Exempt
Building Inspector	314	Non-Exempt
Building Maintenance Mechanic	310	Non-Exempt
Chief Deputy Commissioner of Revenue	314	Non-Exempt
Chief Deputy Court Clerk	315	Non-Exempt
Chief Deputy Sheriff	320	Exempt
Chief Deputy Treasurer	314	Non-Exempt
Clerk to the Board of Supervisors	319	Non-Exempt
Communications Officer	312	Non-Exempt
Communications Supervisor	316	Non-Exempt
Coordinator I, Assistant Athletics	313	Non-Exempt
Coordinator I, Parks Special Activities	313	Non-Exempt
Coordinator II, Victim Witness Program	314	Non-Exempt
Coordinator III, Community Services	315	Non-Exempt
Coordinator IV, Environmental Program	316	Non-Exempt
Coordinator IV, Real Estate Operations	316	Non-Exempt
Coordinator V, Athletics	318	Non-Exempt
Coordinator V, GIS	318	Non-Exempt
Coordinator, Animal Adoption Services	308	Non-Exempt
Court Administrator	316	Non-Exempt
Crime Analyst	309	Non-Exempt
Deputy Commissioner of Revenue	308	Non-Exempt
Deputy County Administrator	324	Exempt
Deputy Court Clerk I	308	Non-Exempt
Deputy Court Clerk II	310	Non-Exempt
Deputy Director/Building Official	320	Exempt
Deputy Director, Social Services	320	Exempt
Deputy License Inspector	314	Non-Exempt
Deputy Registrar	308	Non-Exempt
Deputy Sheriff	312	Non-Exempt
Deputy Treasurer	310	Non-Exempt

**PRINCE GEORGE COUNTY (Excluding Sworn Police Officers and Fire/EMS)
GRADE ASSIGNMENTS 2019-2020**

Classification Title:	Grade:	FLSA Status:
Director Community Corrections	323	Exempt
Director Community Development & Code Compliance	323	Exempt
Director Economic Development	323	Exempt
Director Finance	324	Exempt
Director General Services	323	Exempt
Director Human Resources	323	Exempt
Director Information Technology	323	Exempt
Director Parks & Recreation	323	Exempt
Director Social Services	323	Exempt
Director Utilities & Engineering	323	Exempt
Economic Development Specialist	315	Non-Exempt
Executive Assistant	314	Non-Exempt
Financial Reporting Accountant	316	Non-Exempt
GIS Technician	314	Non-Exempt
Human Resources Analyst	317	Non-Exempt
Human Resources Technician	314	Non-Exempt
Information Systems Analyst - Business Process	318	Non-Exempt
Information Systems Engineer	317	Non-Exempt
Information Systems Specialist - Applications	317	Non-Exempt
Kennel Attendant	305	Non-Exempt
Legal Assistant	310	Non-Exempt
Lieutenant Sheriff	317	Non-Exempt
Manager I, Animal Control	315	Non-Exempt
Manager II, Fire/EMS Business Management	316	Non-Exempt
Manager III, Social Services Case Management	317	Non-Exempt
Manager IV, Fleet	318	Exempt
Manager IV, Advanced Social Services Case Management	318	Non-Exempt
Manager IV, Community Corrections Program Management	318	Exempt
Manager V, Emergency Communications Center Management	319	Exempt
Manager V, Social Services Case Management	319	Exempt
Manager V, Utility Office Management	319	Exempt
Manager V, Utility Operations Management	319	Exempt
Manager VI, Planning	320	Exempt
Master Mechanic	311	Non-Exempt
Mechanic	310	Non-Exempt
Office Manager	313	Non-Exempt
Payroll Specialist	314	Non-Exempt
Payroll Supervisor	318	Non-Exempt
Permit Technician I	308	Non-Exempt
Permit Technician II	309	Non-Exempt
Planner	319	Non-Exempt

PRINCE GEORGE COUNTY (Excluding Sworn Police Officers and Fire/EMS)
GRADE ASSIGNMENTS 2019-2020

[illegible]

**PRINCE GEORGE COUNTY (Sworn Police Officers)
GRADE ASSIGNMENTS**

Classification Title:	Grade:	FLSA Status:
Police Officer	P101	Non-Exempt
Police Officer 1st Class	P102	Non-Exempt
Senior Police Officer	P103	Non-Exempt
Master Police Officer	P104	Non-Exempt
Career Police Officer	P105	Non-Exempt
Police Sergeant	P111	Non-Exempt
Police Lieutenant	P113	Non-Exempt
Police Captain	P115	Exempt
Police Chief	P122	Exempt

**PRINCE GEORGE COUNTY (Fire/ EMS Personnel)
GRADE ASSIGNMENTS**

Classification Title:	Grade:	FLSA Status:
Fire Medic 1	F101	Non-Exempt
Fire Medic 2	F102	Non-Exempt
Fire Medic 3	F103	Non-Exempt
Fire Medic 4	F104	Non-Exempt
Fire Lieutenant 1	F112	Non-Exempt
Fire Lieutenant 2	F113	Non-Exempt
Fire Captain 1	F114	Non-Exempt
Fire Captain 2	F115	Non-Exempt
Director Fire/EMS	F122	Exempt

PRINCE GEORGE COUNTY PAY SCHEDULE**Excludes Sworn Police Officers**

Grade Adjustment: New Pay Plan based on the outcome of the Comp & Class Study
 Minimum Salary: \$26,741.00
 Effective Date: FY18-19
 NO CHANGES MADE FOR FY2020

ANNUAL SALARY			
<u>Salary Grade:</u>	<u>Minimum of Salary Grade</u>	<u>Mid-point of Salary Grade</u>	<u>Maximum of Salary Grade</u>
305	\$26,741	\$33,426	\$40,112
306	\$28,078	\$35,098	\$42,117
307	\$29,482	\$36,853	\$44,223
308	\$30,956	\$38,695	\$46,434
309	\$32,814	\$41,837	\$50,861
310	\$34,782	\$44,348	\$53,913
311	\$36,869	\$47,008	\$57,147
312	\$39,082	\$49,829	\$60,576
313	\$41,426	\$52,819	\$64,211
314	\$43,912	\$55,988	\$68,064
315	\$46,986	\$61,082	\$75,177
316	\$50,275	\$65,357	\$80,440
317	\$53,794	\$69,932	\$86,070
318	\$57,560	\$74,828	\$92,095
319	\$61,589	\$80,065	\$98,542
320	\$66,516	\$86,471	\$106,425
321	\$71,837	\$93,388	\$114,940
322	\$77,584	\$100,859	\$124,135
323	\$83,791	\$108,928	\$134,065
324	\$90,494	\$117,642	\$144,791
325	\$97,734	\$127,054	\$156,374

PRINCE GEORGE COUNTY PAY SCHEDULE**Sworn Police Officers Only**

Grade Adjustment: New Pay Plan based on the outcome of the Comp & Class Study
 Minimum Salary: \$43,000.00
 Effective Date: FY18-19
 NO CHANGE FOR FY2020

ANNUAL SALARY			
<u>Salary Grade:</u>	<u>Minimum of Salary Grade</u>	<u>Mid-point of Salary Grade</u>	<u>Maximum of Salary Grade</u>
P101	\$43,000	\$56,975	\$70,950
P102	\$45,150	\$59,824	\$74,498
P103	\$47,408	\$62,815	\$78,222
P104	\$49,778	\$65,956	\$82,133
P105	\$52,267	\$69,253	\$86,240
P111	\$57,624	\$76,352	\$95,080
P113	\$61,946	\$82,078	\$102,211
P115	\$68,295	\$90,491	\$112,687
P122	\$96,098	\$127,330	\$158,562

PRINCE GEORGE COUNTY PAY SCHEDULE**Fire/EMS Personnel Only**

Grade Adjustment: New Pay Plan based on approved FY20 budget
 Minimum Salary: \$43,000.00
 Effective Date: FY19-20

NEW FOR FY2020

ANNUAL SALARY			
<u>Salary Grade:</u>	<u>Minimum of Salary Grade</u>	<u>Mid-point of Salary Grade</u>	<u>Maximum of Salary Grade</u>
F101	\$43,000	\$56,975	\$70,950
F102	\$45,150	\$59,824	\$74,498
F103	\$47,408	\$62,815	\$78,222
F104	\$49,778	\$65,956	\$82,133
F112	\$58,849	\$77,974	\$97,100
F113	\$61,946	\$82,078	\$102,211
F114	\$64,881	\$85,967	\$107,053
F115	\$68,295	\$90,491	\$112,687
F122	\$96,098	\$127,330	\$158,562

GLOSSARY

Adoption of Budget – A formal action by the Board of Supervisors, which sets the spending priorities and limits for the fiscal year.

Budget – A financial plan for a specified period of time (fiscal year), matching all planned revenues and expenditures/expenses with various municipal services.

Balanced Budget - A balanced budget is one in which the available revenues and appropriated fund balances equal estimated expenditures for a fiscal year.

Capital Projects Fund – Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Capital Expenditures – a) Construction and/or acquisition of new assets, including buildings, land, vehicles, equipment, or hardware/software where the costs of construction or acquisition (including incidental costs) meet or exceed \$50,000 for a specific project and the useful life of the asset exceeds one year. b) Upgrades or additions to existing buildings, equipment, or other assets that increase the value or greatly extend the estimated useful life of the asset where the costs of the upgrade or addition exceed \$50,000. c) Remodeling or repair of existing assets where the costs of the remodel or repair will exceed \$100,000.

Capital Improvements Plan – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

Component Unit – Legally separate organization for which the elected officials of the primary government are financially accountable.

Debt Service – A County's obligation to pay the principle and interest of all bonds and other debt instruments according to pre-determined payment schedule.

Debt Service Fund – Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Department – A major functional component of the County, which indicates overall management responsibility of an operation or a group of related operations. For example, the Department of General Services includes Administration, Engineering and Facility Maintenance, Facility/Utility Charges, Telecommunications, and Grounds Maintenance.

Enterprise Fund – Proprietary fund type used to report an activity for which a fee is charged to external users for goods and services.

Estimated Revenue – The amount of projected revenue to be collected during the fiscal year.

Expenditure – This term refers to the overflow of funds paid or to be paid for an asset obtained or goods or services obtained regardless of when the expense is actually paid. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

Fiscal Year – The time period designated by the County signifying the beginning and ending period for recording financial transactions. The County of Prince George has specified July 1st to June 30th as its fiscal year.

Fund – An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activates or government functions. Commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance – Fund balance is the excess of assets over liabilities.

General Fund – The largest fund within the County, the General Fund accounts for most of the financial resources of the government. General fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenues. This fund usually includes most of the basic operating services, such as general administration, judicial services, public safety, environmental and development services, finance and planning, education, human services, general services, and community services.

Government Accounting Standards Board (GASB) – The ultimate authoritative accounting and financial reporting standard-setting body for state and local government. The GASB was established in June 1984 to replace the National Council on Governmental Accounting (NCGA).

Property Tax – Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

Reconciliation – A detailed summary of increases and decreases in expenditures from one budget year to another.

Revenue – Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Estimate – A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

School Nutrition (Cafeteria) Fund – Enterprise fund for the school system where the charges for school nutrition products and services are covered by the fees the system collects.

School Operations Fund – The fund for the school component unit to collect revenues and pay expenditures related to all general school activities.

School – Federal Grants Fund (Formerly Title I) – Special Revenue fund within the school system which tracks revenues and expenditures for federal grants and programs.

School Textbook Fund – Special Revenue fund within the school system that houses activity for school textbooks.

Special Revenue Fund – Governmental fund type used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purpose.

Tax Rate – The amount of tax levied for each \$100 of assessed value.

Source: Governmental Accounting, Auditing, and Financial Reporting by Stephen Gauthier