

# Issue Analysis Form

**Date:** May 26, 2020  
**Item:** Budget Adoption – FY2021  
**Lead Department(s):** Budget  
County Administration /  
Finance  
**Contact Person(s):** Betsy Drewry, Finance  
Director



## Description and Current Status

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 one of the most important actions of 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 is proposed to reflect accurate revenue and expenditure projections with the best information that is available at the time of presentation. Furthermore, it is proposed to continue providing a high level of service to the citizens and businesses of Prince George County.

The County Administrator's budget was proposed to the Board of Supervisors on February 25, 2020. The budget called for no increase in the real estate tax rate, machinery and tools rate, or in the personal property tax rate. The Real Estate Tax rate was proposed to remain at 86¢ of \$100 in assessed value, the same as in FY 19-20. The Personal Property and Machinery and Tools Tax Rates remained unchanged from FY 19-20 at \$4.25 and \$1.50 per \$100 of assessed valuation respectively.

Increases were proposed in business license taxes (BPOL), permit fees and the water rate (3%) and the sewer rate (1%) for FY2021 **and were subsequently withdrawn because of economic impacts of the COVID-19 pandemic.**

A Public Hearing was held for the equalization rate on April 14, 2020 with no board action following that public hearing. A Public Hearing on the tax rates was held on May 12, 2020 and the rates were adopted as proposed.

The FY2021 General Fund Budget proposed on February 25, 2020 totaled \$61,720,893 and was a \$3,959,405, 6.85% increase over the adopted FY2020 General Fund Budget. The total FY2021 budget proposed on February 25, 2020 totaled \$129,748,493 (net of transfers) and was a \$6,679,535, 5.43% increase over the FY2020 adopted total budget.

Since February 25, 2020 reductions have been discussed with the board due to COVID-19 impacts, withdrawal of the proposed BPOL tax, permit fee and utility rate increases and to make a correction in the School Resource Officer grant revenues.

Reductions to the General Fund Budget of \$1,396,657 and to the total Budget of \$3,507,898 were approved by consensus on April 29, 2020.

**Prior to adoption, staff has identified some additional needed adjustments:**

- **State Compensation Board revenue updates (information received on May 1)**
- **Social Services revenue reduction and elimination of the newly proposed Benefit Specialist III position since there is no firm state commitment on an increase in funds to add the position**
- **Delay in renovations to Fire Company 1 until FY2022 – results in**
  - **\$17,814 reduction in the transfer to debt / capital reserves (\$1,244,686 from \$1,262,500)**
  - **\$7,392 increase in the school transfer**

**Additional reductions of \$52,820 to the General Fund budget are being recommended for adoption; bringing total General Fund reductions to \$1,449,417 from the budget that was proposed.**

**The Board will also provide consensus about whether the impacts of the purchase of Zoll Monitors will be carved out of the local transfer to schools as a public safety capital carve out prior to adoption. This decision could result in an increase of \$698 in the local transfer to schools or placement of those funds in the General Fund contingency.**

**See ATTACHMENT A for details on additional reductions.**

**See ATTACHMENT B for details on capital and school transfer updates.**

**See ATTACHMENT C for Position Control Chart for Adoption.**

The revised budget for adoption is:

General Fund - \$60,271,416; \$2,509,928 or 4.35% increase over FY2020

Total Budget - \$126,187,775; \$3,118,819 or 2.53% increase over FY2020

Despite reductions to the proposed budget, there are prior operating and capital commitments that must be honored and some mandated increases. **Highlights of the REVISED FY2020-21 budget FOR ADOPTION include:**

Description:	Amount	Notes
Capital / Debt Reserve Transfer	1,244,686	New Elementary School & Other County/School Projects [Reduced from \$1,262,500]
Increase to Debt Fund Transfer	122,788	
FY2020 Mid-Year Positions	216,071	Deputy Sheriff, Asst Commonwealths Atty, Apparatus Technician
School Resource Officers (3)	198,792	Grant Revenue = \$159,789 (approved Mid-Year FY20)
VRS & Group Life Increases	56,012	Established by VRS Board
Worker's Comp & LODA Increases	67,493	Largely due to expanded benefits for first responders
Riverside Regional Jail Increase	156,904	Increase in per diem [\$43 to \$46]
Crater Detention Increase	25,818	
E-Mail Exchange On-Line (Cloud)	64,512	Recurring cost of approved FY2020 upgrade
Virtual Server Replacement	20,000	Needed server replacement
E-911 Maintenance Contract Increases	48,779	State mandated dual authentication
CSA Increase	55,300	
Expected Utility Cost Increases	29,070	
Increase in Cleaning & Lawn Care Contracts	21,785	
Increase in Auditing Contract	6,500	
Expanded Cyber Coverage	16,000	
Contingency Increase (over FY20)	203,754	Offsets one-time permit revenue of \$241,000
<b>TOTAL</b>	<b>2,554,264</b>	

The capital reserve transfer of \$1,244,686 shown above will fund in FY2021 the capital projects shown below.

Project Description	Category	Total Cost	FY Timing
New Walton Elementary School Design Phase	School	\$ 845,432	2021
New Walton Elementary School	School	\$ 31,108,719	2021
Prince George High School Generator	School	\$ 179,220	2021
Zoll X Series Monitors / Defibrulators	Public Safety	\$ 157,276	2021
Fleet Garage Bay Expansion	County	\$ 2,100,000	2021
School Technology Infrastructure	School	\$ 328,000	2021
School Buses	School	\$ 412,000	2021
Police / County Vehicles	County / Public Safety	\$ 400,000	2021

**\$ 35,530,647**

The board has elected to postpone Fire Company 1 renovations, originally estimated at \$2,500,000, until FY2022, and that project has been removed from the listing above.

The Board will also discuss whether or not to carve out amounts related to the purchase of Zoll Monitors / defibrillators from the school operating transfer upon budget adoption.

**School Board Budget:**

The School Board adopted its proposed FY2021 budget on March 2, 2020 and requested \$324,122 in additional local funding to fund a larger pay increase for teachers (5%). The school budget originally adopted totaled \$74,028,451 and was \$824,122 higher than the budget proposed by the County Administrator on February 25 due to increased state revenue projections (\$500,000) and an increase in local funding request (\$324,122).

The School Superintendent and staff have also updated revenue projections due to the projected COVID-19 pandemic impacts, and the budget as revised for inclusion in the County's total adopted budget was \$71,714,978. Due to the delay of Company 1 renovations which resulted in a \$7,392 increase in local transfer from the County, that amount becomes \$71,722,370. *If the Board elects not to include the impact of the Zoll Monitors from the school transfer as a public safety carve-out, the school total budget will increase by \$698 to \$71,723,068.*

**Board Action Requested:**

Adopt the FY2021 budget. Appropriation will follow at the June 9 meeting whereupon a copy of the adopted budget will be distributed.

**Government Path**

- Does this require IDA action?  Yes  No
- Does this require BZA action?  Yes  No
- Does This require Planning Commission Action?  Yes  No
- Does this require Board of Supervisors action?  Yes  No
- Does this require a public hearing?  Yes  No
- If so, before what date? Public Hearing on the adjusted budget was held on May 12 Public Hearing; which is at least 7 days prior to approval of the budget scheduled for May 26, 2020)  Yes  No

**Fiscal Impact Statement**

The FY2021 budget for adoption is as follows:

Overall budget of \$126,187,775 which is \$3,118,819 (2.53%) more than FY20; and is \$3,560,718 less than originally proposed

General Fund budget of \$60,271,416 which is \$2,509,928 (4.35%) more than FY20;

and (\$1,449,477) less than originally proposed

The FY2021 budget as proposed by the County Administrator on February 25, 2020:

Overall budget of \$129,748,493 which is \$6,679,536 (5.4%) more than FY20;

General Fund budget of \$61,720,893 which is \$3,959,405 (6.85%) more than FY20

### **County Impact**

The adopted budget will become the financial roadmap for operations and capital improvements for FY2021.

### **Notes**

ITEM #	Page	Description	Revenues	Expenditures	Running Total / Balancing	Notes
		General Fund Budget - CA Proposed	\$ 61,720,893	\$ 61,720,893		
		ROUND 1 CUTS - COVID-19 IMPACT, BPOL INCREASE REMOVAL, PERMIT FEE INCREASE REMOVAL, SRO GRANT CORRECTION + ADDITIONAL NEEDED CHANGES PRIOR TO ADOPTION				FY20 Adopted GF Budget \$57,761,488

ITEM #	Page	Description	Revenues	Expenditures	Running Total / Balancing	Notes
1-5		Changes Discussed / Approved 4/29/2020	(1,396,657)			COVID Impacts; SRO Grant; Removal of BPOL & Permit Fee Increases
<b>ADDITIONAL CHANGES FOR DISCUSSION:</b>						
6	4	Social Services - Welfare Administration [Proposed \$1,511,780; For Adoption \$1,449,214]	(62,566)		60,261,670	Relates to elimination of Proposed Position see Item #47
7	4	Social Services - Public Assistance [Proposed \$576,574; For Adoption \$579,015]	2,441		60,264,111	Relates to elimination of Proposed Position see Item #47
8	3	Compensation Board Revenue Change - Commonwealth's Attorney [Proposed \$399,087; for Adoption \$411,731]		12,644	60,276,755	May 1 approved Comp Board Budget Update
9	3	Compensation Board Revenue Change - Sheriff [Proposed \$587,960; for Adoption \$582,621]	(5,339)		60,271,416	May 1 approved Comp Board Budget Update with Personnel Changes [2 retirements within Sheriff's Office]
<b>ADDITIONAL CHANGES</b>			(52,820)			
Total Changes			(1,449,477)			
<b>Revised General Fund Budget</b>					\$ 60,271,416	
Available Resources / (Resource Reductions) from Proposed Budget			(1,449,477)			-2.35%

ITEM #	Page	Description	Revenues	Expenditures	Running Total / Balancing	Notes
<p><b>Expenditure Action &amp; Impact:</b> Expenditure Changes Discussed / Approved 4/29/2020 <b>(1,396,657)</b></p>						
<p><b>ADDITIONAL CHANGES FOR DISCUSSION:</b></p>						
10-46		Social Services - Eliminate newly proposed Benefit Specialist III position. Requested because of new / added prevention requirements; those requirements have been suspended, pending updated state revenue projections (anticipated July - September).		<b>(81,156)</b>	28,336	Consideration requested for mid-year appropriation and position addition if state revenue projections support
47	52	0701-41100 + Benefits				
48	Multiple	Personnel Complement Change (Turnover / Resignations; Retirements; New Hires; Promotions since Proposed Personnel Complement - General Fund)		<b>(1,580)</b>	29,916	
49	73	Transfer to Debt Reserve - Postpone Fire Co 1 Renovations until FY22 (Proposed at \$1,262,500; revised \$1,244,686; reduction \$17,814)		<b>(17,814)</b>	47,730	Postponing Fire Station 1 Renovations until FY2022
49a	73	0100-0917-49186		7,392	40,338	Increase in School Transfer due to reduced Capital Transfer carve-outs (School & Public Safety); Total School Transfer becomes \$16,688,137 which is \$486 over FY2020 transfer (\$16,687,651); and \$222,046 less than proposed FY21 transfer (\$16,910,183)
49b	12	0100-0100-43101 / A/E evaluation for Company 1 Renovations		10,422	29,916	Related to 49 [Study to obtain needs and better pricing for Fire Co 1 renovations]
50	73	0100-0917-49150		698	29,218	Increase in School Transfer due to reduced Public Safety Capital carve-outs (School & Public Safety); Total School Transfer becomes \$16,688,835 which is \$1,184 over FY2020 transfer (\$16,687,651); and \$221,348 less than proposed FY21 transfer (\$16,910,183) <b>IF APPROVED</b>
51	73	0917-49199		29,218	<b>(0)</b>	This figure will increase by \$698 if item 50 is not approved by consensus
<b>ADDITIONAL CHANGES</b>				<b>(52,820)</b>		
<b>Total Expenditure Changes</b>				<b>(1,449,477)</b>	<b>60,271,416</b>	
<b>ROUND 1 + ADDITIONAL CHANGES SUMMARY:</b>				<b>(1,449,477)</b>		
<b>TOTAL REDUCTIONS</b>				<b>-2.35%</b>		
County General Fund Spending Reduction from Proposed, Net of School Transfer				<b>(1,228,129)</b>		
School Transfer Decline, From Proposed				<b>(222,046)</b>		
<b>TO BE DETERMINED #50</b>				698		Impact of Zoll Monitor Carve Out Decision



# ATTACHMENT B Multi-Year Capital Improvement Plan | Scenario 3C PG Fire Company 1 Renovations Moved to FY 2022 | All Other FY 2021 Projects Remain

Project	Term (Years)	FY of Issuance	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Subtotal FY 2020-26	FY 2027+	Totals
1. Police Vehicles <sup>(3)</sup>	5	2020+	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,800,000	\$ 400,000	\$ 3,200,000
2. Fire Apparatus	5	2020	2,250,000	-	-	-	-	-	-	2,250,000	-	2,250,000
3. Broadband Support <sup>(4)</sup>	15	2020	1,000,000	-	-	-	-	-	-	1,000,000	-	1,000,000
4. Central Wellness Center <sup>(7)</sup>	15	2020	1,420,000	-	-	-	-	-	-	1,420,000	-	1,420,000
5. New Walton Design Phase	30	2021	-	845,432	-	-	-	-	-	845,432	-	845,432
6. New Walton Elementary School	30	2021	-	31,108,719	-	-	-	-	-	31,108,719	-	31,108,719
7. Beazley Elementary Design Phase	30	2027	-	-	-	-	-	-	-	-	1,054,533	1,054,533
8. Beazley Elementary School - New	30	2027	-	-	-	-	-	-	-	-	31,108,719	31,108,719
9. PGHS Generator	15	2021	-	179,220	-	-	-	-	-	179,220	-	179,220
10. Zoli X-Series monitors/desflibrators (5)	15	2021	-	157,276	-	-	-	-	-	157,276	-	157,276
11. Fleet Garage Bay Expansion (County)	15	2021	-	2,100,000	-	-	-	-	-	2,100,000	-	2,100,000
12. Tech. Infrast. (PGHS, Clements, Moore, ES)	15	2021	-	328,000	-	-	-	-	-	328,000	-	328,000
13. Buses <sup>(8)</sup>	10	2021+	-	412,000	412,000	412,000	412,000	412,000	412,000	2,472,000	412,000	2,884,000
14. Clements Technology Infrastructure	15	2022	-	-	2,500,000	-	-	-	-	2,500,000	-	2,500,000
15. PG Fire Company 1 Renovations	15	2022	-	-	-	-	-	-	-	-	1,556,100	1,556,100
16. Self-Contained Breathing Apparatus	15	2029	-	-	-	-	-	-	-	-	232,192	232,192
17. Skyker Power Lift Stretchers (6)	15	2031	-	-	-	-	-	-	-	-	-	-
18. Moore Technology Infrastructure	15	2021	-	-	-	-	-	-	-	-	-	-
19. Elementary School Technology Infrastructure	15	2021	-	-	-	-	-	-	-	-	-	-
20. Beazley Trailer Replacement (4 of 7 needed)	15	2032	-	-	-	-	-	-	-	-	280,000	280,000
21. Courtroom Audio Visual Refresh	15	2032	-	-	-	-	-	-	-	-	140,939	140,939
22. PGHS Trailer Replacement (2 of 2 needed)	15	2032	-	-	-	-	-	-	-	-	140,000	140,000
23. South Trailer Replacement (3 of 3 needed)	15	2032	-	-	-	-	-	-	-	-	210,000	210,000
24. PGHS Bleachers	15	2032	-	-	-	-	-	-	-	-	306,803	306,803
25. Carson Sub-Station Comp 6 Renovations	15	2033	-	-	-	-	-	-	-	-	840,000	840,000
26. Fire/EMS Opticom System	15	2033	-	-	-	-	-	-	-	-	446,228	446,228
27. PGHS Auditorium	15	2033	-	-	-	-	-	-	-	-	1,475,532	1,475,532
28. Temple Tennis Courts Re-Surfacing & Pickle Ball Court Conversion	15	2032	-	-	-	-	-	-	-	-	172,380	172,380
29. PGEC Trailer Replacement (4 of 4 needed)	15	2033	-	-	-	-	-	-	-	-	504,000	504,000
30. Wells Station Road Fire & EMS Station	15	2033	-	-	-	-	-	-	-	-	3,100,000	3,100,000
31. Comprehensive High School - Renovations & Addition	30	2041	-	-	-	-	-	-	-	-	62,941,477	62,941,477
32. Field Hockey Lighting	15	2033	-	-	-	-	-	-	-	-	286,443	286,443
33. Field House Addition (Total less funds currently in CIP Fund)	15	2033	-	-	-	-	-	-	-	-	281,708	281,708
34. Carson CC Baseball Field	15	2032	-	-	-	-	-	-	-	-	90,000	90,000
35. Carson CC Playground	15	2032	-	-	-	-	-	-	-	-	72,000	72,000
36. Tuff Grass	15	2032	-	-	-	-	-	-	-	-	1,000,000	1,000,000
37. Carson CC Pavilion	15	2033	-	-	-	-	-	-	-	-	118,000	118,000
38. Parks & Rec Dog Parks	15	2033	-	-	-	-	-	-	-	-	70,000	70,000
<b>39 Totals</b>			<b>\$ 5,070,000</b>	<b>\$ 35,530,647</b>	<b>\$ 3,312,000</b>	<b>\$ 812,000</b>	<b>\$ 812,000</b>	<b>\$ 812,000</b>	<b>\$ 812,000</b>	<b>\$ 47,160,647</b>	<b>\$ 107,241,064</b>	<b>\$ 154,401,701</b>

- 1) Police Vehicles are included in the Capital Funding Analysis in all scenarios in FY 2021 and beyond. This analysis assumes the County will fund \$400,000 (in principal) for Police Vehicles each fiscal year.
- 2) The Broadband and Wellness Center projects being funded in Fall 2019 were both identified as projects suitable for a 15-year financing. However, the Broadband project was deemed a taxable project. In order to save interest costs, the Broadband project was shortened to a 7-year financing and the Wellness Center financing was "wrapped" around the Broadband financing in order to achieve level debt service in the aggregate. For purposes of illustration above, both projects are still identified as 15-year projects.
- 3) Buses are included in the Capital Funding Analysis in FY 2022 and beyond. This analysis assumes the County will fund \$412,000 (in principal) for Buses each fiscal year.

**DAVENPORT & COMPANY**





ATTACHMENT B

PRINCE GEORGE COUNTY  
CAPITAL CARVE OUTS - FY2021 BUDGET

Option	Option Description	Project Amount	Rate	Allocation	Total
Option 1	Option 1 - By CIP Project Amount				1,262,500
	County	2,763,319	1.720%	21,709.38	
	Public Safety	17,233,796	10.724%	135,393.33	(8,845.17)
	Schools	140,702,586	87.556%	1,105,397.30	16,411.29
		<b>160,699,701</b>	<b>5.00</b>		7,566.12
Option 2	Option 2 - By Max Annual Debt Service (MADS) of Future Projected Debt Service				<b>1,262,500</b>
	County	248,536	2.319%	29,275.50	
	Public Safety	1,224,521	11.425%	144,238.50	
	Schools	9,245,009	86.256%	1,088,986.00	
		<b>10,718,066</b>	<b>5.00</b>		
Option 3	Option 3 - By Projected New Debt Service				1,262,500
	County		1.600%	20,200.00	
	Public Safety		11.200%	141,400.00	(2,838.50)
	Schools		87.200%	1,100,900.00	11,914.00
			<b>5.00</b>		9,075.50
Option 4	Based on Separate Affordability Analysis				1,262,500
	County		7.772%	98,117.26	
	Public Safety		14.443%	182,341.82	
	Schools		77.785%	982,040.92	(106,945.08)
			<b>14.54</b>		



ORIGINAL CARVE OUTS

NOT FEASIBLE TO RUN SEPARATE AFFORDABILITY MODELS; TAX IMPACT OVER \$14.5 INCREASE

**ATTACHMENT B**

PRINCE GEORGE COUNTY  
CAPITAL CARVE OUTS - FY2021 BUDGET

**3C - Move VFD #1 Renovations to FY2022  
1,244,686 (17,814)**

Option 1	Option 1 - By CIP Project Amount				ALLOCATION	1,262,500
County	2,763,319	1.720%	\$ 0.09	21,709.38		
Public Safety	17,233,796	10.724%	\$ 0.54	135,393.33		(8,845.17)
Schools	140,702,586	87.556%	\$ 4.38	1,105,397.30		16,411.29
	<b>160,699,701</b>		<b>5.00</b>			7,566.12

Option 2	Option 2 -By Max Annual Debt Service (MADS) of Future Projected Debt Service				RECOMMENDED	1,262,500
County	248,536	2.319%	\$ 0.12	29,275.50		
Public Safety	1,224,521	11.425%	\$ 0.57	144,238.50		
Schools	9,245,009	86.256%	\$ 4.31	1,088,986.00		
	<b>10,718,066</b>		<b>5.00</b>	<b>ORIGINAL CARVE OUTS</b>		

Option 3	Option 3 - By Projected New Debt Service				ALLOCATION	1,262,500
County		1.600%	\$ 0.08	20,200.00		
Public Safety		11.200%	\$ 0.56	141,400.00		(2,838.50)
Schools		87.200%	\$ 4.36	1,100,900.00		11,914.00
			<b>5.00</b>			9,075.50

Option 4	Based on Separate Affordability Analysis				ALLOCATION	1,262,500
County		7.772%	\$ 1.13	98,117.26		
Public Safety		14.443%	\$ 2.10	182,341.82		
Schools		77.785%	\$ 11.31	982,040.92		(106,945.08)
				<b>14.54</b>		

**NOT FEASIBLE TO RUN SEPARATE AFFORDABILITY MODELS; TAX IMPACT OVER \$14.5 INCREASE**

			Carve Out Reduction
<b>1,244,686</b>			
248,536	2.319%	28,862.42	
1,224,521	11.425%	142,203.28	2,035.22 PS
9,245,009	86.256%	1,073,620.30	15,365.70 School
<b>10,718,066</b>		<b>1,244,686.00</b>	<b>17,400.92</b>
		<b>42.48% School</b>	<b>Transfer %</b>
			<b>7,391.91</b>



**ATTACHMENT B**

PRINCE GEORGE COUNTY  
CAPITAL CARVE OUTS - FY2021 BUDGET

**3C - Move VFD #1 Renovations to FY2022 & Do not Carve Out Zoil Monitors as Public Safety Capital Carve Out**  
1,244,686 (17,814)

Option 1	Option 1 - By CIP Project Amount			ALLOCATION	1,262,500
County	2,763,319	1.720%	\$ 0.09	21,709.38	
Public Safety	17,233,796	10.724%	\$ 0.54	135,393.33	(8,845.17)
Schools	140,702,586	87.556%	\$ 4.38	1,105,397.30	16,411.29
	<b>160,699,701</b>		<b>5.00</b>		7,566.12

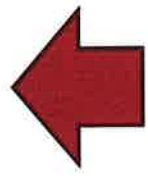
Option 2	Option 2 -By Max Annual Debt Service (MADS) of Future Projected Debt Service			RECOMMENDED	1,262,500
County	248,536	2.319%	\$ 0.12	29,275.50	
Public Safety	1,224,521	11.425%	\$ 0.57	144,238.50	
Schools	9,245,009	86.256%	\$ 4.31	1,088,986.00	
	<b>10,718,066</b>		<b>5.00</b>	<b>ORIGINAL CARVE OUTS</b>	

Option 3	Option 3 - By Projected New Debt Service			ALLOCATION	1,262,500
County		1.600%	\$ 0.08	20,200.00	
Public Safety		11.200%	\$ 0.56	141,400.00	(2,838.50)
Schools		87.200%	\$ 4.36	1,100,900.00	11,914.00
			<b>5.00</b>		9,075.50

Option 4	Based on Separate Affordability Analysis			ALLOCATION	1,262,500
County		7.772%	\$ 1.13	98,117.26	
Public Safety		14.443%	\$ 2.10	182,341.82	
Schools		77.785%	\$ 11.31	982,040.92	(106,945.08)
					<b>14.54</b>

**NOT FEASIBLE TO RUN SEPARATE AFFORDABILITY MODELS; TAX IMPACT OVER \$14.5 INCREASE**

		Carve Out Reduction
1,244,686		
262,682	2.451%	30,505.18
1,210,376	11.293%	140,560.61
9,245,009	86.256%	1,073,620.20
<b>10,718,067</b>		<b>1,244,686.00</b>
	<b>42.48% School Transfer %</b>	<b>8,089.76</b>
	Postpone Co 1	
	Reno Only	7,391.91
	<b>Change</b>	<b>697.85</b>





# Municipal Advisor Disclosure

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The enclosed information relates to an existing or potential municipal advisor engagement.

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Prince George County, VA  
 Potential Allocation of Impact  
 Based on Maximum Annual Debt Service by Category

Postpone Co 1 Renovation  
 AND DO NOT Carve out  
 Monitors Carve Out  
 Percentages

FY	MAIS Allocation	Scenario 3A			Scenario 3B			Scenario 3C		
		County	Public Safety	Total	County	Public Safety	Total	County	Public Safety	Total
2022	202,682	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2023	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2024	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2025	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2026	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2027	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2028	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2029	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2030	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2031	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2032	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2033	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2034	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2035	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2036	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2037	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2038	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2039	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2040	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2041	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2042	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2043	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2044	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2045	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2046	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2047	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2048	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2049	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2050	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2051	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2052	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2053	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2054	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2055	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2056	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2057	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2058	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2059	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2060	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2061	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2062	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2063	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2064	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2065	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2066	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2067	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2068	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2069	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2070	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
2071	203,022	2,120,376	86.3%	9,245,009	10,118,066	100.0%	203,022	87,342	1,227,781	1,518,145
Totals	3,940,223	37,359,025	86.3%	322,595,055	371,994,546	100.0%	3,940,223	32,595,055	274,987,769	311,288,144

# Municipal Advisor Disclosure

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ATTACHMENT B

05/26/2020 FOR ADOPTION  
 \$0 RE TAX RATE INCREASE  
 GROWTH IN ASSESSED VALUES  
 MODIFIED FOR ESTIMATED COVID-19 IMPACTS

Proposed Prince George Local Revenue Sharing Calculation - FY21 FOR ADOPTION - FOR BOARD DISCUSSION

IF EXPENDITURES SUBJECT TO CARVE-OUT ARE RESTORED TO THE FY2021 BUDGET, THE TRANSFER AMOUNT WILL CHANGE

	FY19 Budget	FY20 Budget	FY21 Budget	AS PROPOSED Change FY21 over FY20	FOR ADOPTION (WITH COVID-19 IMPACTS) [Postpone Co 1 Renovations until FY22] FY21 Budget	Change FY21 over FY20	Change from Proposed FY21
Real Estate Tax	22,640,000	23,400,000	25,300,000	1,900,000	24,952,000	1,552,000	(348,000)
Personal Property Tax & PPTRA	11,302,664	11,402,664	11,922,664	520,000	11,632,164	229,500	(290,500)
Local Sales Tax	2,477,812	2,767,680	2,987,000	219,320	2,837,650	69,970	(149,350)
Consumer Utility Taxes*	890,000	874,000	874,000	0	874,000	0	0
Motor Vehicle Licenses	1,000,000	1,000,000	1,100,000	100,000	1,061,500	61,500	(38,500)
<b>Total Revenue</b>	<b>\$38,310,476</b>	<b>\$39,444,344</b>	<b>\$42,183,664</b>	<b>\$2,739,320</b>	<b>\$41,357,314</b>	<b>\$1,912,970</b>	<b>(826,350)</b>
<b>Fire Apparatus \$0.2 RE Carve Out (FY2021)</b>			(500,000)		(560,000)		
<b>School Capital Increase Carve Out</b>			(1,088,986)		(1,073,620)		
<b>Public Safety Increase Carve Out (Capital)</b>			(144,238)		(142,203)		
			(583,041)		(296,798)		
			\$39,807,398		\$39,284,692		
<b>Public Safety Increase Carve Out (Operations)</b>			\$16,910,183		\$16,688,137		
<b>Adjusted Revenue for Calculation</b>			\$56,717,581		\$55,972,829		
<b>Local Transfer Per MOU (prior to Adj)</b>			\$16,687,651	\$222,532	\$16,688,137	-\$222,046	\$486
<b>Percentage of Revenue (Act. Transfer)</b>	43.19%	42.85%	42.48%		42.48%		
<b>Percentage of Revenue (MOU)</b>			\$16,687,651	\$222,532	\$16,688,137		
<b>Gross Transfer</b>			\$16,687,651	\$222,532	\$16,688,137		
<b>Adjustments:</b>							
CSA Local Match for Special Education							
<b>Actual Transfer to Schools</b>	<b>\$16,546,295</b>	<b>\$16,687,651</b>	<b>\$16,910,183</b>	<b>\$222,532</b>	<b>\$16,688,137</b>	<b>\$486</b>	<b>-\$222,046</b>
<b>Total Transfer to Schools (per MOU)</b>	<b>\$16,546,295</b>	<b>\$16,687,651</b>	<b>\$16,910,183</b>	<b>\$222,532</b>	<b>\$16,688,137</b>	<b>\$486</b>	<b>-\$222,046</b>
<b>Additional Transfer / Adjustment</b>	<b>\$254,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Adjusted Transfer (If Applicable)</b>	<b>\$16,800,295</b>	<b>\$16,687,651</b>	<b>\$16,910,183</b>	<b>\$222,532</b>	<b>\$16,688,137</b>	<b>-\$486</b>	<b>\$0</b>
<b>Difference from Prior Year School Transfer</b>	<b>\$ 550,046</b>	<b>\$ (112,644)</b>	<b>\$ 222,532</b>				
	147,503	16,540,148	163,385	TEXTBOOK	163,385	15,882	TEXTBOOK
		16,540,148	16,746,798	OPERATING	16,524,752	(15,396)	OPERATING
		16,687,651	16,910,183	TOTAL	16,688,137	486	TOTAL
				<b>SCHOOL REQUEST</b>			
				163,385	TEXTBOOK		
				17,070,920	OPERATING		
				17,234,305	TOTAL		
				<b>DIFFERENCE / ADDED</b>			
				<b>TRANSFER OVER</b>			
				<b>CALCULATED</b>			
				<b>AMOUNT</b>			
				<b>324,122</b>			

\$254,000	School CSA Transfer	School CSA Transfer
Additional Transfer for Health Insurance Source: Carryover / Fund Balance	needs to be \$620,000 (\$270,000 more than \$350,000 currently transferred)	needs to be \$567,000 (\$53,000 less than \$620,000 currently transferred)

\*\*Excludes SAFER Grant loss; Fire/EMS Deputy Director; Deputy Sheriff; ECC Contract; Turnout t

**ATTACHMENT B**

05/26/2020 FOR ADOPTION  
 \$0 RE TAX RATE INCREASE  
 GROWTH IN ASSESSED VALUES  
 MODIFIED FOR ESTIMATED COVID-19 IMPACTS

**CIP**  
 Increase for Capital / Debt Reserve 1,244,686 Davenport Debt Model

**BASED ON Maximum Annual Debt Service (MADS) [Updated Postpone Co 1 Renovations until FY22]**

Capital Carveouts:  
 School CIP / Debt [86.3%] (1,073,620) Based on peaks in each debt service category: School, Co Public Safety, County  
 Public Safety CIP / Debt [11.4%] (142,203) Based on peaks in each debt service category: School, Co Public Safety, County  
**Total to Carve Out of \$1,262,500 Contr to Debt Reserve (1,215,824)** 142,203.28

Attributable to Peak in County 2.319%  
 Not carved out 28,862

**Public Safety Operating Carve Out**

**Methodology:** Limit to cost of additional personnel; public safety grant revenue losses; and increases for one-time or recurring costs of over \$20,000 for equipment, turnout gear, maintenance contracts, initiatives (EMT Certs); PD, Animal Services, ECC, Fire/EMS, Sheriff

Additional Positions:	Cost
Police Officer (Salary & Benefits Projection)	67,588
Police Officer (Salary & Benefits Projection)	67,588
Fire/EMS Deputy Director (Salary & Benefits Projection)	127,122
Deputy Sheriff (Mid Year 2020) (Salary & Benefits Projection)	62,899
<b>Total Additional Public Safety Positions</b>	<b>(62,899)</b>

**Public Safety Initiatives Increases of over \$20,000 OR Grant Losses of over \$20,000:**

Emergency Communications Center (0603-43320)	48,779	Maintenance Service Contracts for E-911 and new Dual Authentication State Mandate
Fire / EMS (0610 - 46066)		BOARD VOTED NOT TO CARVE OUT AND REMOVED FROM BUDGET FOR ADOPTION; Turnout Gear - cost increases and 10 year life cycle replacement (\$23,945)
FEMA SAFER Hiring 00412 Grant Revenue Loss (0100-30-330185)	185,120	County must absorb cost to retain these 5 positions
<b>Total Public Safety Operating Cost Increases/ Revenue Losses:</b>	<b>(233,899)</b>	

**TOTAL OPERATING PUBLIC SAFETY CARVE-OUT (296,798)**

286,243  
 121,596.03 CARVE OUT RESTORATION  
 (351,033.00) COVID LOSS  
 (229,436.97) NET CHANGE FOR SCHOOLS

ATTACHMENT B

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IF EXPENDITURES SUBJECT TO CARVE-OUT ARE RESTORED TO THE FY2021 BUDGET, THE TRANSFER AMOUNT WILL CHANGE

	FY19 Budget	FY20 Budget	FY21 Budget	Change FY21 over FY20	FY21 Budget	Change FY21 over FY20	Change from Proposed FY21
Real Estate Tax	22,640,000	25,400,000	25,300,000	1,900,000	24,952,000	1,552,000	(348,000)
Personal Property Tax & PPTRA	11,302,664	11,402,664	11,922,664	520,000	11,632,164	229,500	(290,500)
Local Sales Tax	2,477,812	2,767,680	2,987,000	219,320	2,837,650	69,970	(149,350)
Consumer Utility Taxes*	890,000	874,000	874,000	0	874,000	0	0
Motor Vehicle Licenses	1,000,000	1,000,000	1,100,000	100,000	1,061,500	61,500	(38,500)
<b>Total Revenue</b>	<b>\$38,310,476</b>	<b>\$39,444,344</b>	<b>\$42,183,664</b>	<b>\$2,739,320</b>	<b>\$41,357,314</b>	<b>\$1,912,970</b>	<b>(876,350)</b>
<b>Fire Apparatus \$02 RE Carve Out (FY2021)</b>		<b>(500,000)</b>	<b>(1,088,986)</b>		<b>(1,073,620)</b>		
<b>School Capital Increase Carve Out</b>			<b>(144,238)</b>		<b>(140,561)</b>		
<b>Public Safety Increase Carve Out (Capital)</b>			<b>(589,041)</b>		<b>(296,798)</b>		
<b>Public Safety Increase Carve Out (Operations)</b>		<b>\$39,944,344</b>	<b>\$39,807,398</b>		<b>\$39,286,335</b>	<b>-\$221,348</b>	<b>-\$1,184</b>
<b>Adjusted Revenue for Calculation</b>			<b>\$16,546,295</b>		<b>\$16,688,835</b>		
<b>Local Transfer Per MOU (prior to Adj)</b>				<b>\$222,532</b>			
<b>Percentage of Revenue (Act. Transfer)</b>				<b>42.48%</b>			
<b>Percentage of Revenue (MOU)</b>					<b>42.48%</b>		
<b>Gross Transfer</b>		<b>\$16,687,651</b>		<b>\$222,532</b>			
<b>Adjustments:</b>							
<b>CSA Local Match for Special Education</b>							
Actual Transfer to Schools	\$16,546,295	\$16,687,651	\$16,910,183	\$222,532	\$16,688,835	\$1,184	-\$221,348
Total Transfer to Schools (per MOU)	\$16,546,295	\$16,687,651	\$16,910,183	\$222,532	\$16,688,835	\$1,184	-\$221,348
Additional Transfer / Adjustment	\$254,000	\$0	\$0	\$0	\$0	\$0	\$0
Total Adjusted Transfer (If Applicable)	\$16,800,295	\$16,687,651	\$16,910,183	\$222,532	\$16,688,835	\$1,184	-\$221,348
Difference from Prior Year School Transfer	\$ 550,046	\$ (112,644)	\$ 222,532				
		147,503	163,385	TEXTBOOK	163,385	15,882	TEXTBOOK
		16,540,148	16,746,798	OPERATING	16,525,450	(14,698)	OPERATING
		16,687,651	16,910,183	TOTAL	16,688,835	1,184	TOTAL
				SCHOOL REQUEST			
				TEXTBOOK			
				OPERATING			
				TOTAL			
				DIFFERENCE / ADDED			
				TRANSFER OVER			
				CALCULATED			
				AMOUNT			

\$254,000	School CSA Transfer needs to be more than \$350,000 currently transferred)
Additional Transfer for Health Insurance Source: Carryover / Fund Balance	School CSA Transfer needs to be \$567,000 (\$53,000 less than \$520,000 currently transferred)

\*\*Excludes SAFER Grant loss; Fire/EMS Deputy Director; Deputy Sheriff; ECC Contract; Turnout C

**ATTACHMENT B**

CIP Increase for Capital / Debt Reserve 1,244,686 Davenport Debt Model 1,244,686  
 1,262,500

**BASED ON Maximum Annual Debt Service (MADS) - [Updated Postpone Co 1 Renovations until FY22 AND DO NOT include Zoll Monitors in School PS Capital Carveout]**

Capital Carveouts: (1,073,620)  
 School CIP / Debt [86.3%] Based on peaks in each debt service category: School, Co Public Safety, County (140,561)  
 Public Safety CIP / Debt [11.4%] Based on peaks in each debt service category: School, Co Public Safety, County (1,214,181)  
**Total to Carve Out of \$1,244,686 Contr to Debt Reserve 140,561.00**

Attributable to Peak in County 2.319%  
 Not carved out 30,505 County Debt Service

**Methodology:** Limit to cost of additional personnel; public safety grant revenue losses; and increases for one-time or recurring costs of over \$20,000 for equipment, turnout gear, maintenance contracts, initiatives (EMT Certs); PD, Animal Services, ECC, Fire/EMS, Sheriff

Additional Positions:	Cost
Police Officer (Salary & Benefits Projection)	67,588
Police Officer (Salary & Benefits Projection)	67,588
Fire/EMS Deputy Director (Salary & Benefits Projection)	127,122
Deputy Sheriff (Mid Year 2020) (Salary & Benefits Projection)	62,899
<b>Total Additional Public Safety Positions</b>	<b>(62,899)</b>

<b>Public Safety Initiatives Increases of over \$20,000 OR Grant Losses of over \$20,000:</b>	
Emergency Communications Center (0603-43320)	48,779
Fire / EMS (0610 - 46066)	
FEMA SAFER Hiring 00412 Grant Revenue Loss (0100-30-330185)	185,120
<b>Total Public Safety Operating Cost Increases/ Revenue Losses:</b>	<b>(233,899)</b>

<b>TOTAL OPERATING PUBLIC SAFETY CARVE-OUT</b>	<b>(296,798)</b>
	286,243
	121,596.03 CARVE OUT RESTORATION
	(351,033.00) COVID LOSS
	(229,436.97) NET CHANGE FOR SCHOOLS

County of Prince George  
Fiscal Year 2020-2021 Budget  
Positions for Adoption

Prince George County maintains a Position Control Chart that outlines the Authorized Positions working in each department / agency.

For FY2020-21, there are 6 Authorized Positions that are not funded as part of the County's budget for Adoption. A summary of those positions authorized, but not funded is shown below. *These positions were authorized, but not funded in FY2019-20 also.*

FY2020-21 Positions Authorized but Not Funded/Budgeted:	#
<b>ASSESSOR [0401]</b>	
Senior Real Estate Appraiser	1
<b>PLANNING [0301] (formerly COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300])</b>	
Planner [Manager IV, Planning converted to Senior Planner]	1
<b>COUNTY ADMINISTRATION [0101]</b>	
Project Management Specialist	1
<b>ECONOMIC DEVELOPMENT [2151]</b>	
Director, Economic Development	1
<b>GENERAL PROPERTIES [0504]</b>	
Courier/ Stock Clerk	1
Deputy General Services Director	1
<b>TOTAL POSITIONS AUTHORIZED BUT NOT FUNDED/BUDGETED - FOR ADOPTION FY2020-21</b>	<b>6</b>

Two Position Control Charts are provided. One chart depicts the Authorized Positions - Proposed, the other shows the Funded Positions - Proposed.

**Summary of Position Changes in FY2020-21 Budget for Adoption:**

**Authorized Positions:**

Utilities - Meter Technician	1
<b>Total Authorized Position Changes for Adoption - FY2020-21</b>	<b>1</b>

**Funded Positions:**

Utilities - Meter Technician	1
<b>Total Funded Position Changes for Adoption - FY2020-21</b>	<b>1</b>

7 newly proposed General Fund positions and 1 Utility Fund position were removed prior to adoption due to the financial impacts of COVID-19.

\*Three (3) Positions were added mid-year during FY2019-20 and are included in the Amended 2019-20 counts. They are shown below.

Commonwealth's Attorney - Full-Time Assistant Commonwealth's Attorney*	1
Sheriff - Full-Time Deputy Sheriff*	1
County Garage - Apparatus Technician	1

Additionally, 3 School Resource Officers were added to the FY2019-20 budget when grant funds were awarded to the County

**Title / Regrades Proposed:**

Building Maintenance Worker to Electrician [General Services]	1
Unfund Manager VI, Planning [Planning Department]	-1
Fund Senior Planner [Planning Department]	1

Requested and Proposed changes are shaded in red on the Position Control Charts that follow.

**Proposed Position Control Chart has 6 Positions Authorized but not funded for FY2020-21.**

# AUTHORIZED POSITIONS

All positions on the position control chart receive benefits from the County.

	Authorized Amended FY17-18	Authorized Amended FY 18-19	Authorized Adopted FY 19-20	Authorized Amended FY 19-20	Authorized Requested FY 20-21	Authorized Proposed FY 20-21	Authorized Adopted FY 20-21	Authorized Change FY20-21
<b>ANIMAL CONTROL [0611]</b>								
Animal Control Officer	3	3	3	3	3	3	3	0
Manager I, Animal Control	1	1	1	1	1	1	1	0
Coordinator, Animal Adoption Services	1	1	1	1	1	1	1	0
Kennel Attendant - Full-Time	1	1	1	1	1	1	1	0
Kennel Attendant - Part Time	0.5	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>6.5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>ASSESSOR [0401]</b>								
Real Estate Appraiser II	2	2	2	2	2	2	2	0
Senior Real Estate Appraiser	1	1	1	1	1	1	1	0
Real Estate Assessor	1	1	1	1	1	1	1	0
Coordinator IV, Real Estate Operations	1	1	1	1	1	1	1	0
Real Estate Technician	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>BOARD OF SUPERVISORS [0100]</b>								
Clerk to the Board of Supervisors		1	1	1	1	1	1	0
<b>Total Employees</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>CIRCUIT COURT CLERK [0202]</b>								
Office Associate I	0	0	0	0	0	0	0	0
Chief Deputy	1	1	1	1	1	1	1	0
Clerk of Circuit Court	1	1	1	1	1	1	1	0
Deputy Court Clerk I	3	3	3	3	3	3	3	0
Deputy Court Clerk II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>CIRCUIT COURT JUDGE [0902]</b>								
Court Administrator	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>COMMISSIONER OF THE REVENUE [0200]</b>								
Tax Compliance Auditor	1	0	0	0	0	0	0	0
Deputy License Inspector	0	1	1	1	1	1	1	0
Commissioner of the Revenue	1	1	1	1	1	1	1	0
Deputy Commissioner of Revenue	3	3	3	3	3	3	3	0
Senior Deputy Commissioner of Revenue	1	1	0	0	0	0	0	0
Chief Deputy Commissioner of Revenue	0	0	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>COMMONWEALTH'S ATTORNEY [0204]</b>								
Administrative Associate	1	0	0	0	0	0	0	0
Office Manager	1	1	1	1	1	1	1	0
Legal Assistant	0	2	2	2	2	2	2	0
Office Associate I	1	0	0	0	0	0	0	0
Asst. Commonwealth's Attorney FT	2	2	2	3	3	3	3	0
Asst. Commonwealth's Attorney PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Commonwealth's Attorney	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>0</b>
<b>COMMUNITY CORRECTIONS [2179 / 2178]</b>								
Dir. of Community Corrections	1	1	1	1	1	1	1	0
Manager IV, Corrections Program Management	1	1	1	1	1	1	1	0
Probation Officer	4	4	4	4	4	4	4	0
Administrative Support Specialist II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>
<b>COMMUNITY CORRECTIONS (PRETRIAL) [2174 / 2178 / 2179]</b>								
Office Manager	1	1	1	1	1	1	1	0
Pretrial Officer	3	3	3	3	3	3	3	0
Pretrial Officer (PT)	0	0	0	0	0	0	0	0
Pretrial Investigator	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>
<b>COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300]</b>								
Office Manager	1	1	1	1	1	1	1	0
Deputy Director/Building Official	1	1	1	0	0	0	0	0
Deputy County Administrator, Community Development & Code Complia	0	0	0	1	1	1	1	0
Director of Community Development & Code Compliance	1	1	1	1	1	1	1	0
Plans Reviewer	1	1	1	1	1	1	1	0
Permit Technician II	1	1	1	1	1	1	1	0

# AUTHORIZED POSITIONS

All positions on the position control chart receive benefits from the County.

	Authorized Amended FY17-18	Authorized Amended FY 18-19	Authorized Adopted FY 19-20	Authorized Amended FY 19-20	Authorized Requested FY 20-21	Authorized Proposed FY 20-21	Authorized Adopted FY 20-21	Authorized Change FY20-21
Permit Technician I	1	1	1	1	1	1	1	0
Coordinator IV, Environmental Program	1	1	1	1	1	1	1	0
Senior Building Inspector	3	3	3	3	3	3	3	0
Administrative Support Specialist II	0	1	0	0	0	0	0	0
Office Associate II (PT)	0.5	0	0	0	0	0	0	0
Planner	1	1	0	0	0	0	0	0
Manager VI, Planning	1	1	0	0	0	0	0	0
<b>Total Employees</b>	<b>12.5</b>	<b>13</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>
<b>COUNTY ADMINISTRATION [0101]</b>								
County Administrator	1	1	1	1	1	1	1	0
Deputy County Administrator	1	1	1	1	1	1	1	0
Executive Assistant/ Deputy Clerk	1	0	0	0	0	0	0	0
Project Management Specialist	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>COUNTY ATTORNEY [0102]</b>								
Senior Legal Assistant	1	1	1	1	1	1	1	0
County Attorney	1	1	1	1	1	1	1	0
County Attorney (PT)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
<b>Total Employees</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0</b>
<b>COUNTY GARAGE [0502]</b>								
Mechanic	2	2	2	1	1	1	1	0
Master Mechanic	1	1	1	1	1	1	1	0
Apparatus Technician	0	0	0	2	2	2	2	0
Manager IV, Fleet	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>
<b>ECONOMIC DEVELOPMENT [2151]</b>								
Administrative Support Specialist II	1	1	1	1	1	1	1	0
Specialist, Economic Development	1	1	1	1	1	1	1	0
Director, Economic Development	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>EMERGENCY COMMUNICATIONS CENTER [0603]</b>								
Communications Officer	14	14	14	14	14	14	14	0
Communications Supervisor	2	2	2	2	2	2	2	0
Manager V, Emergency Communications Center	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>
<b>FINANCE [0402]</b>								
Accounting Clerk	1	1	1	1	1	1	1	0
Payroll Specialist	1	1	1	1	1	1	1	0
Payroll Supervisor	1	1	1	1	1	1	1	0
Accounting Supervisor	1	1	1	1	1	1	1	0
Financial Reporting Accountant	1	1	1	1	1	1	1	0
Director of Finance	1	0	0	0	0	0	0	0
Deputy County Administrator, Finance		1	1	1	1	1	1	0
Procurement Officer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>
<b>FIRE &amp; EMS [0610]</b>								
Director of Fire & EMS	1	1	1	1	1	1	1	0
Deputy Director of Fire & EMS			0	0	1	1	0	0
Manager II, Fire/EMS Business Management	1	1	1	1	1	1	1	0
Captain	3	3	3	3	3	3	3	0
Captain 1								0
Captain 2			0	0	0	0	0	0
Lieutenant	6	7	9	9	9	9	9	0
Lieutenant 1								0
Lieutenant 2								0
EMT/Intermediate/Firefighter	3	5	0	0	0	0	0	0
EMT/Paramedic/Firefighter	4	5	0	0	0	0	0	0
Fire Medic			10	10	10	10	10	0
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	1	1	0
<b>Total Employees</b>	<b>19</b>	<b>23</b>	<b>25</b>	<b>25</b>	<b>26</b>	<b>26</b>	<b>25</b>	<b>0</b>

# AUTHORIZED POSITIONS

All positions on the position control chart receive benefits from the County.

	Authorized Amended FY17-18	Authorized Amended FY 18-19	Authorized Adopted FY 19-20	Authorized Amended FY 19-20	Authorized Requested FY 20-21	Authorized Proposed FY 20-21	Authorized Adopted FY 20-21	Authorized Change FY20-21
<b>EMERGENCY MANAGEMENT (0612)</b>								
Emergency Management Deputy Coordinator (PT)	0	0.5	0.5	0.5	0.5	0.5	0.5	0
<b>Total Employees</b>	<b>0</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0</b>
<b>FIRE &amp; EMS (SAFER GRANT (0615 &amp; 0616))</b>								
EMT/Paramedic/Firefighter (0616)	2	2	0	0	0	0	0	0
Fire Medic (0616)			2	2	2	2	2	0
Fire Medic 1 (0616)								0
Fire Medic 2 (0616)								0
Fire Medic 3 (0616)								0
Fire Medic 4 (0616)								0
Lieutenant (0616)	3	3	3	3	3	3	3	0
Lieutenant 1 (0616)								0
Lieutenant 2 (0616)								0
Captain (Volunteer Fire/EMS Training) (0615)			1	1	1	1	1	0
Captain 1 (Volunteer Fire/EMS Training) (0615)								0
Captain 2 (Volunteer Fire/EMS Training) (0615)								0
Fire Captain, Volunteer Fire/EMS Training (0615)	1	1	0	0	0	0	0	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>GENERAL PROPERTIES (0504)</b>								
Office Manager	1	1	1	1	1	1	1	0
Building Maintenance Mechanic	3	4	4	4	3	3	3	-1
Electrician	0	0	0	0	1	1	1	1
Buildings & Grounds Maint Mech	1	1	1	1	1	1	1	0
Senior Building Maintenance Mechanic	1	0	0	0	0	0	0	0
Courier / Stock Clerk	1	1	1	1	1	1	1	0
Deputy Director General Services	1	1	1	1	1	1	1	0
General Services Director	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>	<b>0</b>
<b>HUMAN RESOURCES (0103)</b>								
Human Resources Analyst	1	1	1	1	1	1	1	0
Human Resources Supervisor	1	0	0	0	0	0	0	0
Human Res Technician	0	1	1	1	1	1	1	0
Human Resources Information Specialist	0	0	0	0	0	0	0	0
Dir. of Human Resources	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>INFORMATION TECHNOLOGY (0403)</b>								
Director of Information Technology	1	1	1	1	1	1	1	0
Information Systems Specialist, Applications	1	1	1	1	1	1	1	0
Network Systems Engineer	0	0	0	0	0	0	0	0
Computer / Technical Support Specialist	0	0	0	0	1	1	0	0
GIS Technician	1	1	1	1	1	1	1	0
Coordinator V, GIS	1	1	1	1	1	1	1	0
Information Systems Analyst, Business Process	1	1	1	1	1	1	1	0
Information Systems System Engineer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>0</b>
<b>PLANNING</b>								
Administrative Support Specialist II	0	0	1	1	1	1	1	0
Planner	0	0	1	1	1	1	1	0
Manager VI, Planning	0	0	1	1	0	0	1	0
Senior Planner	0	0	0	0	1	1	1	1
Planner	1	1	1	1	1	1	0	-1
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>
<b>POLICE (0601)</b>								
Administrative Support Specialist III	1	1	1	1	1	1	1	0
Chief of Police	1	1	1	1	1	1	1	0
Police Sergeant	6	6	6	6	6	6	6	0
Police Captain	2	2	2	1	1	1	1	0
Police Major	0	0	0	1	1	1	1	0
Police Officer	41	41	41	44	48	46	44	0
Police Officer First Class								
Senior Police Officer								
Master Police Officer								
Career Police Officer								
Administrative Support Specialist I	1	1	1	1	1	1	1	0
Crime Analyst	1	1	1	1	1	1	1	0
Administrative Support Specialist III (PTR)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0



# AUTHORIZED POSITIONS

All positions on the position control chart receive benefits from the County.

	Amended FY17-18	Amended FY 18-19	Adopted FY 19-20	Amended FY 19-20	Requested FY 20-21	Proposed FY 20-21	Adopted FY 20-21	Change FY20-21
Public Safety Information System Specialist	0	0	0	0	0	0	0	0
Police Lieutenant	6	6	6	6	6	6	6	0
<b>Total Employees</b>	<b>59.5</b>	<b>59.5</b>	<b>59.5</b>	<b>62.5</b>	<b>66.5</b>	<b>64.5</b>	<b>62.5</b>	<b>0</b>
<b>RECREATION [0505]</b>								
Sr. Grounds Maintenance Wkr	2	2	2	2	3	3	2	0
Coordinator I, Assistant Athletics	1	1	1	1	1	1	1	0
Coordinator V, Athletics	1	1	1	1	1	1	1	0
Dir. of Parks and Recreation	1	1	1	1	1	1	1	0
Coordinator I, Parks Special Activities	1	1	1	1	1	1	1	0
Administrative Support Specialist II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>0</b>
<b>REGISTRAR [0901]</b>								
Deputy Registrar	1	1	1	1	1	1	1	0
Deputy Registrar, PTR	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
General Registrar	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0</b>
<b>SHERIFF [0203]</b>								
Chief Deputy	1	1	1	1	1	1	1	0
Deputy Sheriff - FT	5	5	5	6	6	6	6	0
Deputy Sheriff - PT	0.5	0.5	0.5	0.5	1	0.5	0.5	0
Office Manager	1	1	1	1	1	1	1	0
Lieutenant	1	1	1	1	1	1	1	0
Sergeant	1	1	1	1	1	1	1	0
Sheriff	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>	<b>12</b>	<b>11.5</b>	<b>11.5</b>	<b>0</b>
<b>SOCIAL SERVICES [0701]</b>								
Manager V, Social Services Administration	1	0	0	0	0	0	0	0
Deputy Director, Social Services		1	1	1	1	1	1	0
Director, Social Services	1	1	1	1	1	1	1	0
Benefits Program Specialist III	6	5	5	5	5	5	5	0
Benefits Program Specialist IV		2	2	2	2	2	2	0
Benefits Program Supervisor	1	1	1	1	1	1	1	0
Administrative Support Specialist II	4	2	3	3	3	3	3	0
Administrative Support Specialist III	1	2	2	2	2	2	2	0
Manager III, Social Services Case Management (Social Worker) - FT	8	7	7	7	8	8	7	0
Manager III, Social Services Case Management (Social Worker) - PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Office Manager		1	1	1	1	1	1	0
Manager IV, Advanced Social Services Case Management (Social Worker)	1	2	2	2	2	2	2	0
Manager V, Social Services Case Management (Social Worker)	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>24.5</b>	<b>25.5</b>	<b>26.5</b>	<b>26.5</b>	<b>27.5</b>	<b>27.5</b>	<b>26.5</b>	<b>0</b>
<b>TREASURER [0201]</b>								
Deputy Treasurer - FT	4	4	4	4	4	4	4	0
Deputy Treasurer - PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Chief Deputy Treasurer	1	1	1	1	1	1	1	0
Treasurer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>0</b>
<b>VICTIM WITNESS [0906]</b>								
Coordinator II, Victim Witness Program	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>VJCCA [0909]</b>								
Coordinator III, Community Services	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>UTILITIES [7001]</b>								
Utility Billing/Collection Specialist I	1	1	1	1	1	1	1	0
Utility Billing/Collection Specialist II	2	2	2	2	2	2	2	0
Utility Billing/Collection Specialist III	0	0	0	0	0	0	0	0
Manager V, Utility Office Management	1	1	1	1	1	1	1	0
Utility Worker I	3	3	3	3	3	3	3	0
Utility Worker II	0	0	0	0	0	0	0	0
Utility Worker III	2	2	2	1	1	1	1	0
Utility Water Works Operator	0	0	0	1	1	1	1	0
Meter Technician	0	0	0	0	1	1	1	1

# AUTHORIZED POSITIONS

All positions on the position control chart receive benefits from the County.

	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized	Authorized
	Amended FY17-18	Amended FY 18-19	Adopted FY 19-20	Amended FY 19-20	Requested FY 20-21	Proposed FY 20-21	Adopted FY 20-21	Change FY20-21
Utility Supervisor	1	1	1	1	1	1	1	0
Senior Utility Worker	2	2	2	2	2	2	2	0
Dir. Of Engineering & Utilities	1	1	1	1	1	1	1	0
Utility Engineering Technician	0	0	0	0	1	1	0	0
Manager V, Utility Operations Management	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>1</b>
<b>Total</b>	<b>264.5</b>	<b>270.0</b>	<b>273.0</b>	<b>278.0</b>	<b>289.5</b>	<b>287.0</b>	<b>280.0</b>	<b>1.0</b>
<b>FULL-TIME</b>	<b>260.0</b>	<b>266.0</b>	<b>269.0</b>	<b>275.0</b>	<b>285.0</b>	<b>283.0</b>	<b>276.0</b>	<b>1.0</b>
<b>PART-TIME</b>	<b>4.50</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.50</b>	<b>4.00</b>	<b>4.00</b>	<b>-</b>

A Difference Exists Between Authorized and Funded #

<b>ASSESSOR [0401]</b>	
Senior Real Estate Appraiser	1
<b>COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300] / PLANNING [0301]</b>	
Manager VI, Planning	1
<b>COUNTY ADMINISTRATION [0101]</b>	
Project Management Specialist	1
<b>ECONOMIC DEVELOPMENT [2151]</b>	
Director, Economic Development	1
<b>GENERAL PROPERTIES [0504]</b>	
Courier/ Stock Clerk	1
Deputy General Services Director	1

# FUNDED POSITIONS

All positions on the position control chart receive benefits from the County.

	Funded	Funded	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Requested	Proposed	Adopted	Change
	FY17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21	FY20-21
<b>ANIMAL CONTROL [0611]</b>								
Animal Control Officer	3	3	3	3	3	3	3	0
Manager I, Animal Control	1	1	1	1	1	1	1	0
Coordinator, Animal Adoption Services	1	1	1	1	1	1	1	0
Kennel Attendant - Full-Time	1	1	1	1	1	1	1	0
Kennel Attendant - Part Time	0.5	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>6.5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>ASSESSOR [0401]</b>								
Real Estate Appraiser II	2	2	2	2	2	2	2	0
Senior Real Estate Appraiser	0	0	0	0	1	1	0	0
Real Estate Assessor	1	1	1	1	1	1	1	0
Coordinator IV, Real Estate Operations	1	1	1	1	1	1	1	0
Real Estate Technician	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>5</b>	<b>0</b>
<b>BOARD OF SUPERVISORS [0100]</b>								
Clerk to the Board of Supervisors		1	1	1	1	1	1	0
<b>Total Employees</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>CIRCUIT COURT CLERK [0202]</b>								
Office Associate I	0	0	0	0	0	0	0	0
Chief Deputy	1	1	1	1	1	1	1	0
Clerk of Circuit Court	1	1	1	1	1	1	1	0
Deputy Court Clerk I	3	3	3	3	3	3	3	0
Deputy Court Clerk II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>CIRCUIT COURT JUDGE [0902]</b>								
Court Administrator	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>COMMISSIONER OF THE REVENUE [0200]</b>								
Tax Compliance Auditor	1	0	0	0	0	0	0	0
Deputy License Inspector	0	1	1	1	1	1	1	0
Commissioner of the Revenue	1	1	1	1	1	1	1	0
Deputy Commissioner of Revenue	3	3	3	3	3	3	3	0
Senior Deputy Commissioner of Revenue	1	1	0	0	0	0	0	0
Chief Deputy Commissioner of Revenue	0	0	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>COMMONWEALTH'S ATTORNEY [0204]</b>								
Administrative Associate	1	0	0	0	0	0	0	0
Office Manager	1	1	1	1	1	1	1	0
Legal Assistant	0	2	2	2	2	2	2	0
Office Associate I	1	0	0	0	0	0	0	0
Asst. Commonwealth's Attorney FT	2	2	2	3	3	3	3	0
Asst. Commonwealth's Attorney PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Commonwealth's Attorney	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>7.5</b>	<b>0</b>
<b>COMMUNITY CORRECTIONS [2179 / 2178]</b>								
Dir. of Community Corrections	1	1	1	1	1	1	1	0
Manager IV, Corrections Program Management	1	1	1	1	1	1	1	0
Probation Officer	4	4	4	4	4	4	4	0
Administrative Support Specialist II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>
<b>COMMUNITY CORRECTIONS (PRETRIAL) [2174 / 2178 / 2179]</b>								
Office Manager	1	1	1	1	1	1	1	0
Pretrial Officer	3	3	3	3	3	3	3	0
Pretrial Officer (PT)	0	0	0	0	0	0	0	0
Pretrial Investigator	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>
<b>COMMUNITY DEVELOPMENT AND CODE COMPLIANCE [0300]</b>								
Office Manager	1	1	1	1	1	1	1	0
Deputy Director/Building Official	1	1	1	1	1	1	1	0
Deputy County Administrator, Community Development & Code Compliance	0	0	0	1	1	1	1	0
Director of Community Development & Code Compliance	1	1	1	0	0	0	0	0
Plans Reviewer	1	1	1	1	1	1	1	0
Permit Technician II	1	1	1	1	1	1	1	0

# FUNDED POSITIONS

All positions on the position control chart receive benefits from the County.

	Funded	Funded	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Requested	Proposed	Adopted	Change
	FY17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21	FY20-21
Permit Technician I	1	1	1	1	1	1	1	0
Coordinator IV, Environmental Program	1	1	1	1	1	1	1	0
Senior Building Inspector	3	3	3	3	3	3	3	0
Administrative Support Specialist II	0	1	0	0	0	0	0	0
Office Associate II (PT)	0.5	0	0	0	0	0	0	0
Planner	1	1	0	0	0	0	0	0
Manager VI, Planning	1	1	0	0	0	0	0	0
<b>Total Employees</b>	<b>12.5</b>	<b>13</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0</b>
<b>COUNTY ADMINISTRATION [0101]</b>								
County Administrator	1	1	1	1	1	1	1	0
Deputy County Administrator	1	1	1	1	1	1	1	0
Executive Assistant/ Deputy Clerk	1	0	0	0	0	0	0	0
Project Management Specialist	0	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>
<b>COUNTY ATTORNEY [0102]</b>								
Senior Legal Assistant	1	1	1	1	1	1	1	0
County Attorney	1	1	1	1	1	1	1	0
County Attorney (PT)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
<b>Total Employees</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0</b>
<b>COUNTY GARAGE [0502]</b>								
Mechanic	2	2	2	1	1	1	1	0
Master Mechanic	1	1	1	1	1	1	1	0
Apparatus Technician	0	0	0	2	2	2	2	0
Manager IV, Fleet	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>
<b>ECONOMIC DEVELOPMENT [2151]</b>								
Administrative Support Specialist II	1	1	0	0	0	0	0	0
Executive Assistant	0	0	1	1	1	1	1	0
Specialist, Economic Development	1	1	1	1	1	1	1	0
Director, Economic Development	0	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>
<b>EMERGENCY COMMUNICATIONS CENTER [0603]</b>								
Communications Officer	14	14	14	14	14	14	14	0
Communications Supervisor	2	2	2	2	2	2	2	0
Manager V, Emergency Communications Center	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>0</b>
<b>FINANCE [0402]</b>								
Accounting Clerk	1	1	1	1	1	1	1	0
Payroll Specialist	1	1	1	1	1	1	1	0
Payroll Supervisor	1	1	1	1	1	1	1	0
Accounting Supervisor	1	1	1	1	1	1	1	0
Financial Reporting Accountant	1	1	1	1	1	1	1	0
Director of Finance	1	0	0	0	0	0	0	0
Deputy County Administrator, Finance		1	1	1	1	1	1	0
Procurement Officer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>
<b>FIRE &amp; EMS [0610]</b>								
Director of Fire & EMS	1	1	1	1	1	1	1	0
Deputy Director of Fire & EMS			0	0	1	1	0	0
Manager II, Fire/EMS Business Management	1	1	1	1	1	1	1	0
Captain	3	3	3	3	3	3	3	0
Captain 1								0
Captain 2								0
Lieutenant	6	7	9	9	9	9	9	0
Lieutenant 1								0
Lieutenant 2								0
EMT/Intermediate/Firefighter	3	5	0	0	0	0	0	0
EMT/Paramedic/Firefighter	4	5	0	0	0	0	0	0
Fire Medic			10	10	10	10	10	0
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	1	1	0
<b>Total Employees</b>	<b>19</b>	<b>23</b>	<b>25</b>	<b>25</b>	<b>26</b>	<b>26</b>	<b>26</b>	<b>0</b>

# FUNDED POSITIONS

All positions on the position control chart receive benefits from the County.

	Funded	Funded	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Requested	Proposed	Adopted	Change
	FY17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21	FY20-21
<b>EMERGENCY MANAGEMENT (0612)</b>								
Emergency Management Deputy Coordinator (PT)	0	0.5	0.5	0.5	0.5	0.5	0.5	0
<b>Total Employees</b>	<b>0</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0.5</b>	<b>0</b>
<b>FIRE &amp; EMS [SAFER GRANT (0615 &amp; 0616)]</b>								
EMT/Paramedic/Firefighter (0616)	2	2	0	0	0	0	0	0
Fire Medic (0616)			2	2	2	2	2	0
Fire Medic 1 (0616)								0
Fire Medic 2 (0616)								0
Fire Medic 3 (0616)								0
Fire Medic 4 (0616)								0
Lieutenant (0616)	3	3	3	3	3	3	3	0
Lieutenant 1 (0616)								0
Lieutenant 2 (0616)								0
Captain, Volunteer Fire/EMS Training (0615)			1	1	1	1	1	0
Captain 1 (Volunteer Fire/EMS Training) (0615)								0
Captain 2 (Volunteer Fire/EMS Training) (0615)								0
Fire Captain, Volunteer Fire/EMS Training (0615)	1	1	0	0	0	0	0	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>
<b>GENERAL PROPERTIES [0604]</b>								
Office Manager	1	1	1	1	1	1	1	0
Building Maintenance Mechanic	3	4	4	4	3	3	3	-1
Electrician	0	0	0	0	1	1	1	1
Buildings & Grounds Maint Mech	1	1	1	1	1	1	1	0
Senior Building Maintenance Mechanic	1	0	0	0	0	0	0	0
Deputy Director General Services	0	0	0	0	1	0	0	0
General Services Director	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>7</b>	<b>7</b>	<b>0</b>
<b>HUMAN RESOURCES [0103]</b>								
Human Resources Analyst	1	1	1	1	1	1	1	0
Human Resources Supervisor	1	0	0	0	0	0	0	0
Human Res Technician	0	1	1	1	1	1	1	0
Human Resources Information Specialist	0	0	0	0	0	0	0	0
Dir. of Human Resources	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>INFORMATION TECHNOLOGY [0403]</b>								
Director of Information Technology	1	1	1	1	1	1	1	0
Information Systems Specialist, Applications	1	1	1	1	1	1	1	0
Network Systems Engineer	0	0	0	0	0	0	0	0
Computer / Technical Support Specialist	0	0	0	0	1	1	0	0
GIS Technician	1	1	1	1	1	1	1	0
Coordinator V, GIS	1	1	1	1	1	1	1	0
Information Systems Analyst, Business Process	1	1	1	1	1	1	1	0
Information Systems System Engineer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>6</b>	<b>0</b>
<b>PLANNING</b>								
Administrative Support Specialist II	0	0	1	1	1	1	1	0
Planner	0	0	1	1	1	1	1	0
Manager VI, Planning	0	0	1	1	0	0	0	-1
Senior Planner	0	0	0	0	1	1	1	1
Planner	0	0	0	0	0	0	0	0
<b>Total Employees</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>0</b>
<b>POLICE [0601]</b>								
Administrative Support Specialist III	1	1	1	1	1	1	1	0
Chief of Police	1	1	1	1	1	1	1	0
Police Sergeant	6	6	6	6	6	6	6	0
Police Captain	2	2	2	1	1	1	1	0
Police Major	0	0	0	1	1	1	1	0
Police Officer	41	41	41	44	48	46	44	0
Police Officer First Class								0
Senior Police Officer								0
Master Police Officer								0
Career Police Officer								0
Administrative Support Specialist I	1	1	1	1	1	1	1	0
Crime Analyst	1	1	1	1	1	1	1	0
Administrative Support Specialist III (PTR)	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Public Safety Information System Specialist	0	0	0	0	0	0	0	0

# FUNDED POSITIONS

All positions on the position control chart receive benefits from the County.

	Funded	Funded	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Requested	Proposed	Adopted	Change
	FY17-18	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 20-21	FY20-21
Police Lieutenant	6	6	6	6	6	6	6	0
<b>Total Employees</b>	<b>59.5</b>	<b>59.5</b>	<b>59.5</b>	<b>62.5</b>	<b>66.5</b>	<b>64.5</b>	<b>62.5</b>	<b>0</b>
<b>RECREATION [0505]</b>								
Sr. Grounds Maintenance Wkr	2	2	2	2	3	3	2	0
Coordinator I, Assistant Athletics	1	1	1	1	1	1	1	0
Coordinator V, Athletics	1	1	1	1	1	1	1	0
Dir. of Parks and Recreation	1	1	1	1	1	1	1	0
Coordinator I, Parks Special Activities	1	1	1	1	1	1	1	0
Administrative Support Specialist II	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>0</b>
<b>REGISTRAR [0901]</b>								
Deputy Registrar	1	1	1	1	1	1	1	0
Deputy Registrar: PTR	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
General Registrar	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>0</b>
<b>SHERIFF [0203]</b>								
Chief Deputy	1	1	1	1	1	1	1	0
Deputy Sheriff - FT	5	5	5	6	6	6	6	0
Deputy Sheriff - PT	0.5	0.5	0.5	0.5	1	0.5	0.5	0
Office Manager	1	1	1	1	1	1	1	0
Lieutenant	1	1	1	1	1	1	1	0
Sergeant	1	1	1	1	1	1	1	0
Sheriff	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>11.5</b>	<b>12</b>	<b>11.5</b>	<b>11.5</b>	<b>0</b>
<b>SOCIAL SERVICES [0701]</b>								
Manager V, Social Services Administration	1	0	0	0	0	0	0	0
Deputy Director, Social Services		1	1	1	1	1	1	0
Director, Social Services	1	1	1	1	1	1	1	0
Benefits Program Specialist III	6	5	5	5	5	5	5	0
Benefits Program Specialist IV		2	2	2	2	2	2	0
Benefits Program Supervisor	1	1	1	1	1	1	1	0
Administrative Support Specialist II	4	2	3	3	3	3	3	0
Administrative Support Specialist III	1	2	2	2	2	2	2	0
Manager III, Social Services Case Management [Social Worker] - FT	8	7	7	7	8	8	7	0
Manager III, Social Services Case Management [Social Worker] - PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Office Manager		1	1	1	1	1	1	0
Manager IV, Advanced Social Services Case Management [Social Worker]	1	2	2	2	2	2	2	0
Manager V, Social Services Case Management [Social Worker]	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>24.5</b>	<b>26.5</b>	<b>26.5</b>	<b>26.5</b>	<b>27.5</b>	<b>27.5</b>	<b>26.5</b>	<b>0</b>
<b>TREASURER [0201]</b>								
Deputy Treasurer - FT	4	4	4	4	4	4	4	0
Deputy Treasurer - PT	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0
Chief Deputy Treasurer	1	1	1	1	1	1	1	0
Treasurer	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>0</b>
<b>VICTIM WITNESS [0906]</b>								
Coordinator II, Vcltm Witness Program	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>VJCCCA [0909]</b>								
Coordinator III, Community Services	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>UTILITIES [7001]</b>								
Utility Billing/Collection Specialist I	1	1	1	1	1	1	1	0
Utility Billing/Collection Specialist II	2	2	2	2	2	2	2	0
Utility Billing/Collection Specialist III	0	0	0	0	0	0	0	0
Manager V, Utility Office Management	1	1	1	1	1	1	1	0
Utility Worker I	3	3	3	3	3	3	3	0
Utility Worker II	0	0	0	0	0	0	0	0
Utility Worker III	2	2	2	1	1	1	1	0
Utility Waterworks Operator	0	0	0	1	1	1	1	0
Meter Technician	0	0	0	0	1	1	1	1
Utility Supervisor	1	1	1	1	1	1	1	0
Senior Utility Worker	2	2	2	2	2	2	2	0

# FUNDED POSITIONS

All positions on the position control chart receive benefits from the County.

	Funded	Funded	Funded	Funded	Funded	Funded	Funded	Funded
	Amended	Amended	Adopted	Amended	Requested	Proposed	Adopted	Change
	<u>FY17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>FY 19-20</u>	<u>FY 20-21</u>	<u>FY 20-21</u>	<u>FY 20-21</u>	<u>FY20-21</u>
Utility Engineering Technician	0	0	0	0	1	1	0	0
Dir. Of Engineering & Utilities	1	1	1	1	1	1	1	0
Manager V, Utility Operations Management	1	1	1	1	1	1	1	0
<b>Total Employees</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>16</b>	<b>16</b>	<b>15</b>	<b>1</b>
<b>Total</b>	<b>258.5</b>	<b>264.0</b>	<b>267.0</b>	<b>273.0</b>	<b>286.5</b>	<b>282.0</b>	<b>274.0</b>	<b>1.0</b>
<b>FULL-TIME</b>	<b>254.0</b>	<b>260.0</b>	<b>263.0</b>	<b>269.0</b>	<b>281.0</b>	<b>278.0</b>	<b>270.0</b>	<b>1.0</b>
<b>PART-TIME</b>	4.50	4.00	4.00	4.00	4.50	4.00	4.00	-

# Prince George County 2020-21 Budget

Budget Summary for Adoption  
May 26, 2020



# County Administrator's Budget presented to the Board of Supervisors February 25, 2020

## FY21 GENERAL FUND BUDGET PROPOSED:

**\$61,720,893** (\$3,959,405; 6.85% Increase over FY2020)

## FY21 TOTAL – ALL FUNDS BUDGET PROPOSED:

**\$129,748,493** (\$6,679,535, 5.43% Increase over FY2020)

**No increase in Tax Rates proposed**

**Significant changes discussed due to COVID-19  
Pandemic and withdrawal of proposed increased  
in BPOL tax rates; Permit Fees and Utility Fees  
and additional fine tuning since 4/29/2020**

**SIGNIFICANT  
ADJUSTMENTS/  
CHANGES**

# General Fund - Revisions (\$1,396,657) Approved by Consensus 4/29/2020

<b>Expenditure Action &amp; Impact:</b>	<b>Expenditures</b>
Change in Proposed Local School Transfer; New Transfer \$16,680,745 [\$6,906 less than FY20]	(229,438)
Increase in Worker's Comp & LODA {Changes to benefits for first responders - State Law}	44,432
Finance (0402) Audit Services Increase	6,500
Reductions in Convention & Education, Training & Subsistence and Lodging Budgets	(143,924)
Reductions to Food Budgets	(10,332)
Reductions to General Services Repairs including Supplies	(116,500)
Parks & Recreation Reductions [Supplies & Events]	(36,571)
IT Software and Equipment Reductions	(69,713)
Reductions in Contributions to Colleges & FOLAR	(33,867)
Reductions to Fuel	(49,577)
Elimination of Proposed Pay Increases for Compression	(76,499)
Elimination of 6 Newly Proposed General Fund Positions	(490,846)
Elimination of Part-Time & Overtime Wage Increases [CDCC, Fire/EMS & Police]	(67,561)
Suspension of Career Development Advancement and Expansion to new departments	(99,576)
Eliminate Increase for Turnout Gear as Proposed	(23,945)
Reduction in Employee Recognition and Special Events	(15,000)
Reduction in Professional Services	(5,000)
Contingency Increase - Balancing Amount	20,760
<b>Total Expenditure Changes</b>	<b>(1,396,657)</b>

# Since 4/29/2020 Additional General Fund - Revisions identified (\$52,820) - REVENUES

Revenues:			
1-5	Changes Discussed / Approved 4/29/2020	(1,396,657)	COVID Impacts; SRO Grant; Removal of BPOI & Permit Fee Increases
<b>ADDITIONAL CHANGES FOR DISCUSSION:</b>			
6	4 333504 Social Services - Welfare Administration [Proposed \$1,511,780; For Adoption \$1,449,214]	(62,566)	Relates to elimination of Proposed Position see Item #47
7	4 324602 Social Services - Public Assistance [Proposed \$576,574; For Adoption \$579,015]	2,441	Relates to elimination of Proposed Position see Item #47
8	3 323101 Compensation Board Revenue Change - Commonwealth's Attorney [Proposed \$399,087; for Adoption \$411,731]	12,644	May 1 approved Comp Board Budget Update
9	3 323201 Compensation Board Revenue Change - Sheriff [Proposed \$587,960; for Adoption \$582,621]	(5,339)	May 1 approved Comp Board Budget Update with Personnel Changes [2 retirements within Sheriff's Office]
	<b>ADDITIONAL CHANGES</b>	<b>(52,820)</b>	
	<b>Total Changes</b>	<b>(1,449,477)</b>	
	<b>Revised General Fund Budget</b>	<b>\$60,271,416</b>	

## Since 4/29/2020 Additional General Fund - Revisions identified **(\$52,820)** - Expenditures

Page / Code	Description	Amount
52: 0100-0701-41100 + Bens	Eliminate newly proposed Benefit Specialist III (Social Services)	<b>\$(81,156)</b>
Multiple 41100 + Bens	Change in Personnel Complement since proposed	<b>\$(1,580)</b>
73: 0100-0917-49186	Reduction in Transfer to Debt Reserve (delay of Fire Co 1 renovations)	<b>\$(17,814)</b>
73: 0100-0917-49150	Increase in Transfer to Schools (delay of Fire Co 1 renovations)	\$7,392
12: 0100-0100-43101	Increase in Professional Services – A/E evaluation of Fire Co. 1	\$10,422
73: 0100-0917-49150	POSSIBLE Increase in Transfer to Schools (if Zoll Monitor purchase not included in in PS Capital carve out)	\$698
73: 0100-0917-49199	Increase to General Fund Contingency (Balancing) [or \$29,916 if item above not approved]	\$29,218
	TOTAL	<b>\$(52,820)</b>

## General Fund Budget as Adjusted

- **General Fund Recap**
  - Total FY2021 Proposed Budget - \$61,720,893
  - Total FY2021 Budget for Adoption - \$60,271,416
    - (\$1,449,477) REDUCTION FROM PROPOSED
  - Total FY2020 Adopted Budget - \$57,761,488
    - FY2021 OVER FY2020 \$2,509,928; 4.35%**

# Despite Reductions General Fund Budget as Adjusted Includes

Description:	Amount	Notes
Capital / Debt Reserve Transfer	1,244,686	New Elementary School & Other County/School Projects [Reduced from \$1,262,500]
Increase to Debt Fund Transfer	122,788	
FY2020 Mid-Year Positions	216,071	Deputy Sheriff, Asst Commonwealths Atty. Appatus Technician
School Resource Officers (3)	198,792	Grant Revenue = \$159,789 (approved Mid-Year FY20)
VRS & Group Life Increases	56,012	Established by VRS Board
Worker's Comp & LODA Increases	67,493	Largely due to expanded benefits for first responders
Riverside Regional Jail Increase	156,904	Increase in per diem [\$43 to \$46]
Crater Detention Increase	25,818	
E-Mail Exchange On-Line (Cloud)	64,512	Recurring cost of approved FY2020 upgrade
Virtual Server Replacement	20,000	Needed server replacement
E-911 Maintenance Contract Increases	48,779	State mandated dual authentication
CSA Increase	55,300	
Expected Utility Cost Increases	29,070	
Increase in Cleaning & Lawn Care Contracts	21,785	
Increase in Auditing Contract	6,500	
Expanded Cyber Coverage	16,000	
Contingency Increase (over FY20)	203,754	Offsets one-time permit revenue of \$241,000
<b>TOTAL</b>	<b>2,554,264</b>	

# General Fund Budget *as Adjusted*

- **Recap**
  - No pay increases [eliminated small increase proposed to address compression]
  - No Additional General Fund Position [7 newly proposed positions eliminated]
  - Suspension of Career Development – new awards and planned expansion
  - Reductions to Food, Training and Travel Budgets
  - Reductions to Repair and Supply Budgets
  - Reductions to proposed IT software and equipment purchases
  - Reductions to Employee Recognition and Special Events budgets
  - Elimination of contributions to community colleges and FOLAR
  - Reductions to Fuel Budgets

# General Fund Proposal Included

- **Revenues – Tax Rates**

Tax	2019-20 Rate	2020-21 Rate Proposed	Rate Approved
Real Estate	\$0.86	\$0.86	\$0.86
Personal Property	\$4.25	\$4.25	\$4.25
Machinery & Tools	\$1.50	\$1.50	\$1.50
Mobile Homes/Tangible PP	\$0.86	\$0.86	\$0.86

All tax rates proposed at the same rates as in FY2020

RE rate equalization to \$0.80 not proposed;  
PH Held April 14 with no Board action

Public Hearing and approval of  
Tax Rates on May 12, 2020



# General Fund Proposal School Funding & School Budget

- **School Funding – AS PROPOSED**
  - In accordance with BOS modified Revenue Sharing Calculation - \$16,910,183 [\$222,532 Increase over Transfer for FY2020]
- **School Funding – FOR ADOPTION**
  - In accordance with BOS modified Revenue Sharing Calculation - \$16,688,137\*\* [\$486 Increase from Transfer for FY2020] – COVID-19 Impacts & Public Safety carve out changes [Revised by \$7,392 since 4/29/2020 – Delay of Fire Co 1 Renovation]

(\$1,481,959) Reduction from FY2021 COVID-19 Impact\*\*

	FY19-20 Adopted Budget	FY20-21 Department	FY20-21 County	FY20-21 For Adoption	Increase (Decrease)	
SCHOOL OPERATING	64,678,314	67,173,659	67,008,359	65,626,790	948,476	1.47%
SCHOOL GRANTS	2,364,080	2,265,345	2,265,345	2,265,345	(98,735)	-4.18%
SCHOOL TEXTBOOK FUND	1,266,908	662,283	662,283	662,283	(604,625)	-47.72%
SCHOOL NUTRITION FUND	3,167,952	3,267,342	3,267,342	3,167,952	-	0.00%
<b>TOTAL SCHOOL</b>	<b>71,477,254</b>	<b>73,368,629</b>	<b>73,204,329</b>	<b>71,722,370</b>	<b>245,116</b>	<b>0.34%</b>

School Board will be evaluating expenditure reductions following County budget adoption

\*\*This number could increase by \$698 with board action on Zoll Monitor carve out

## Budget Proposal Included Expenditures

- **General Fund Debt Service**
  - **PROPOSED General Fund Transfer for Debt & Debt Reserves = \$8,545,794**
  - **FOR ADOPTION General Fund Transfer for Debt & Reserves = \$8,527,980**
    - **(\$17,814) from Proposed – Delay of Fire Co 1 Reno**
    - **County = \$4,831,563**
    - **School = \$3,696,417**
  
- **Non-General Debt [NO CHANGES]**
  - **Utility = \$368,513**
  - **Economic Development = \$486,119**
  - **Storm Water = \$451,818**

# Capital Projects - Debt Issuance 2021

Project Description	Category	Total Cost	FY Timing
New Walton Elementary School Design Phase	School	\$ 845,432	2021
New Walton Elementary School	School	\$ 31,108,719	2021
Prince George High School Generator	School	\$ 179,220	2021
Zoll X Series Monitors / Defibrillators	Public Safety	\$ 157,276	2021
Fleet Garage Bay Expansion	County	\$ 2,100,000	2021
School Technology Infrastructure	School	\$ 328,000	2021
School Buses	School	\$ 412,000	2021
Police / County Vehicles	County / Public Safety	\$ 400,000	2021
		<b>\$ 35,530,647</b>	

**Spring 2021 Borrowing Planned**

**Possible separate issuance for new elementary school**

**Fire Company 1 renovations delayed until FY2022 (original estimate \$2,500,000)**

## Other Funds - Minimal Changes from FY2020

- Community Corrections – Offers Pretrial, Probation and Drug Court services for offenders and defendants - Supported by **State Grants and support from localities served**
  - Total FY2021 Proposed Budget - \$1,082,693
  - Total FY2021 Budget for Adoption - \$1,082,693
    - NO CHANGES FROM PROPOSED
  - Total FY2020 Adopted Budget - \$1,054,417  
**FY2021 OVER FY2020 \$28,276; 2.68%**
  
- LOSAP – Length of Service Awards Program (Fund 227) – Defined benefit pension plan for volunteers approved by board in 2001 (supported by General Fund Transfer of \$141,000)
  - Total FY2021 Proposed Budget - \$181,500
  - Total FY2021 Budget for Adoption - \$181,500
    - NO CHANGES FROM PROPOSED
  - Total FY2020 Adopted Budget - \$181,500  
**FY2021 OVER FY2020 \$0; 0%**

## Other Funds - FY2021

- Economic Development – Fully funded by Meals Tax & Pays salaries and benefits for 3 FT employees and debt service for Crosspointe Improvements
  - Total FY2021 Proposed Budget - \$1,300,000
  - Total FY2021 Budget for Adoption - \$1,040,000
    - (\$260,000) Reduction from Proposed – COVID-19 estimated impact
  - Total FY2020 Adopted Budget - \$1,125,000  
**FY2021 from FY2020 (\$85,000); -7.56%**

Reductions of \$260,000 from the FY2021 budget originally proposed include: elimination of compression pay increase; suspension of career development expansion; elimination of two planned vehicle purchases; reductions to convention & education, food, supplies, contributions and rebates

## Other Funds - FY2021

- Tourism – Supported by Lodging Tax
  - 7.5% Contribution to Regional Heritage Center
  - PART & Chamber of Commerce Contributions
  - Pays debt service for Exit 45 Water System
- Total FY2021 Proposed Budget - \$678,298\*\*
- Total FY2021 Budget for Adoption - \$271,319
  - (\$406,979) Reduction from Proposed
    - COVID-19 (\$135,660)
    - 2% Lodging Tax Increase\*\* (\$271,319)
- Total FY2020 Adopted Budget - \$440,000  
**FY2021 from FY2020 (\$168,681); -38.34%**

Reductions of \$406,979 from the FY2021 budget originally proposed include: elimination of part-time wages; reduction of contributions to the Regional Heritage Center, elimination of Fire/EMS Museum planning funds; reduction in sports tourism events (ball tournaments); reductions to convention & education, supplies, and the elimination of any contingency

\*\*Includes 2% increase in Lodging Tax – Board has not evaluated

# Utility Fund - FY2021

## Self-Supporting Enterprise Fund

- NO Rate Increases for Adoption (Eliminated Proposed 3% Water Rate and 1% Sewer Rate Increases)
    - Total Proposed FY2021 Budget - \$8,759,034; \$6,931,078 net of inter-fund transfers
    - Total FY2021 Budget for Adoption - \$8,502,513; \$6,746,728 net of inter-fund transfers
      - (\$256,521) Reduction from Proposed
        - COVID-19 and trend
    - Total FY2020 Adopted Budget - \$8,535,263; \$6,832,861 net of inter-fund transfers
- FY2021 from FY2020 (\$158,303); -2.32%**

Reductions of \$256,521 from the FY2021 budget originally proposed include: elimination of one newly proposed position; elimination of compression pay increases; suspension of career development advancement; reductions to convention & education, food, supplies and fuel; Proposed Meter Technician remains in for adoption

Capital maintenance projects and planning for expansion projects only supported by operations for FY2021 (eliminated planned borrowing)

# Budget Changes Since Proposal - Total All Funds

Description	TOTAL BUDGET
ALL FUNDS BUDGET - PROPOSED	\$ 158,966,397
TRANSFERS - PROPOSED	\$ (29,217,904)
<b>ALL FUNDS - NET OF TRANSFERS PROPOSED</b>	<b>\$ 129,748,493</b>
<b>ALL FUNDS TOTAL PROPOSED</b>	<b>\$ 158,966,397</b>
GENERAL FUND CHANGES **	(1,449,477) **
SCHOOL FUND CHANGES **	(1,481,959) **
TOURISM FUND CHANGES	(406,979)
ECONOMIC DEVELOPMENT FUND CHANGES	(260,000)
DEBT FUND CHANGES **	(17,814) **
UTILITY FUND CHANGES	(256,521)
<b>TOTAL CHANGES</b> **	<b>(3,872,750) **</b>
<b>REVISED TOTAL BUDGET</b> **	<b>\$ 155,093,648 **</b>
<b>TRANSFERS AS PROPOSED</b>	<b>\$ 29,217,904</b>
REDUCTION IN LOCAL TRANSFER TO SCHOOLS **	\$ (222,046) **
REDUCTION IN GEN FUND CAPITAL / DEBT TRANSFER **	\$ (17,814) **
REDUCTION IN UTILITIES INTERFUND TRANSFERS	\$ (72,171)
<b>REVISED TOTAL TRANSFERS</b> **	<b>28,905,873 **</b>
ALL FUNDS FOR ADOPTION (PRELIMINARY) **	\$ 155,093,648 **
TRANSFERS FOR ADOPTION (PRELIMINARY) **	\$ (28,905,873) **
<b>ALL FUNDS FOR ADOPTION (NET OF TRANSFERS)</b> **	<b>126,187,775 **</b>
<b>NET CHANGE PROPOSED TO ADOPTED</b> **	<b>\$ (3,560,718) **</b>

\*\* Changed since  
4/29/2020



# Budget Changes Since Proposal - Total All Funds

TOTAL FY2021 BUDGET FOR ADOPTION	126,187,775
TOTAL FY2021 BUDGET PROPOSED	129,748,493
CHANGES SINCE PROPOSED	<b>(3,560,718)</b>
TOTAL FY2021 BUDGET FOR ADOPTION	126,187,775
TOTAL FY2020 ADOPTED BUDGET	123,068,958
FY2021 OVER FY2020	<b>3,118,818 2.53%</b>

# Budget Adoption

- To Do:
  - Consider impact of excluding purchase of Zoll Monitors / Defibrillators from Public Safety Capital carve out for school transfer [\$698 Impact School Transfer / Contingency]
  - **MOVE TO SPREADSHEET [Attachment A]**

DH AC FB MW TW

50	73	0100-0917-49150	Transfer to Schools Increase if Zoll Monitors Defibrillators are not included in Public Safety Capital Carve Out	698	Increase in School Transfer due to reduced Public Safety Capital carve-outs [School & Public Safety]; Total School Transfer becomes \$16,688,835 which is \$1,184 over FY2020 transfer (\$16,687,651); and \$221,348 less than proposed FY21 transfer (\$16,910,183)				
			Other Functions (0917) - General Fund Contingency - Change [In addition to \$20,760 increase on 4/29/2020 #46]	29,218	This figure will increase by \$698 if item 50 is not approved by consensus				
ADDITIONAL CHANGES				(52,820)					
<b>Total Expenditure Changes</b>				<b>(1,449,477)</b>					

Impact of decision [All Funds Budget Shown if impact **is** carved out as directed in previous board consensus]  
 If not carved out - \$698 Increase in transfers; Increase in total school budget  
 If carved out - \$698 Decrease in GF Contingency [\$29,916 - 698 = \$29,218]

# QUESTIONS?

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 26<sup>th</sup> day of May, 2020:

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Present:

Vote:

Donald R. Hunter, Chairman  
Alan R. Carmichael, Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

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A-9

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

RESOLUTION; ADOPTION OF THE ANNUAL FISCAL PLAN FOR  
FISCAL YEAR 2020-2021

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 26<sup>th</sup> day of May, 2020, does hereby adopt the annual fiscal plan for fiscal year 2020-2021.

A Copy Teste:

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Percy C. Ashcraft  
County Administrator