

# Proposed Budget

Fiscal Year 24

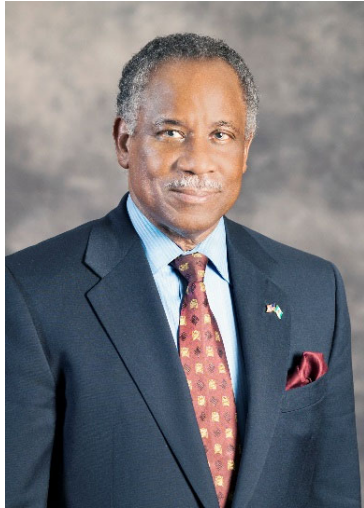


**HENRICO COUNTY, VIRGINIA**

**Office of Management and Budget, March 2023**

# HENRICO COUNTY

## *Board of Supervisors*



Frank J. Thornton  
Chairman  
Fairfield District



Tyrone E. Nelson  
Vice-Chairman  
Varina District



Daniel J. Schmitt  
Brookland District



Patricia S. O'Bannon  
Tuckahoe District



Thomas M. Branin  
Three Chopt District



# HENRICO COUNTY

## ***OUR MISSION***

In partnership with our citizens, the Henrico County Government is dedicated to enhancing the quality of life for all our residents. As a nationally acclaimed local government, the County accepts the challenges of our changing social, physical and economic environments by serving in an efficient manner with pride and with concern for the present and excitement for the future.

We value diversity and strive to meet the needs of our ever-changing community. Our differences enhance our performance; through individual contributions, involvement, and creativity, the quality and effectiveness of our government are strengthened. By working together and learning from each other, we reach common goals and fulfill our responsibilities.

## ***OUR VALUES***

We are dedicated to providing our citizens responsible government and offering excellent, professional customer service while considering the needs of all people and our environment.

We are committed to the concept that the public deserves honest consideration, professional conduct and respect regarding all government activities.

We are dedicated to delivering services with integrity, credibility, and sensitivity to employee and citizen needs.

We value the diversity of our continuously-changing community and workforce and are committed to providing a healthy, just, and equitable place to live and work.

We recognize that our employees are a valuable resource to be treated with equality, fairness, and justice.

We believe that accountability and responsibility in handling the public's property and money are essential and will be beyond reproach.



John A. Vithoukas  
County Manager



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Henrico County  
Virginia**

For the Fiscal Year Beginning

**July 01, 2022**

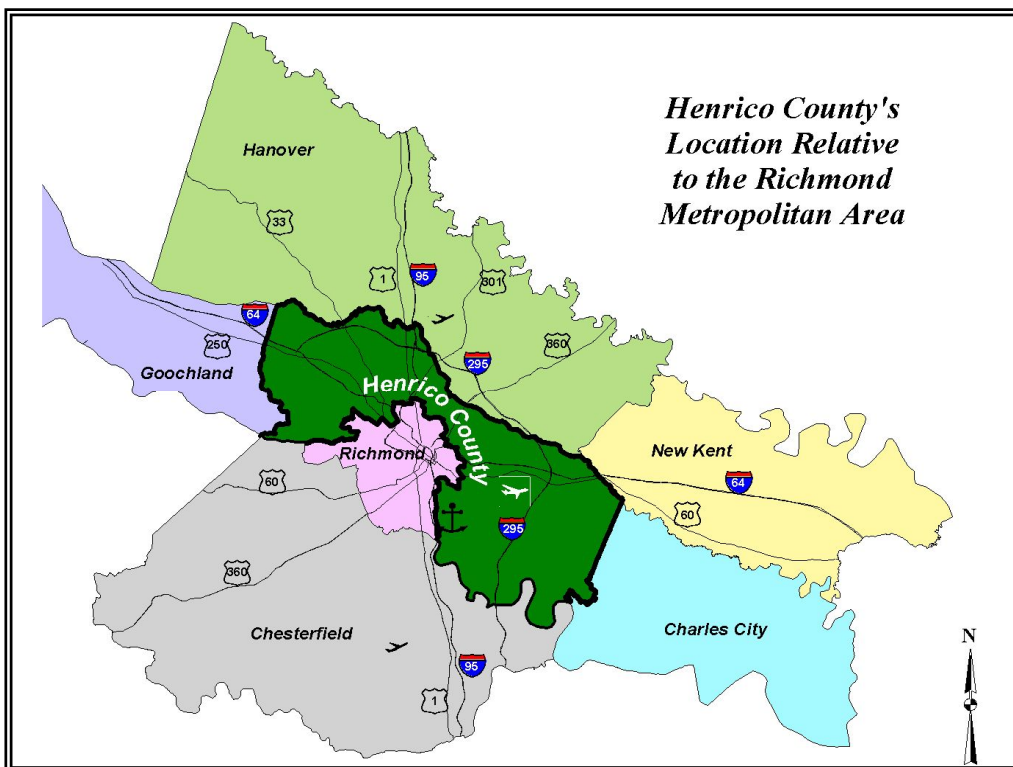
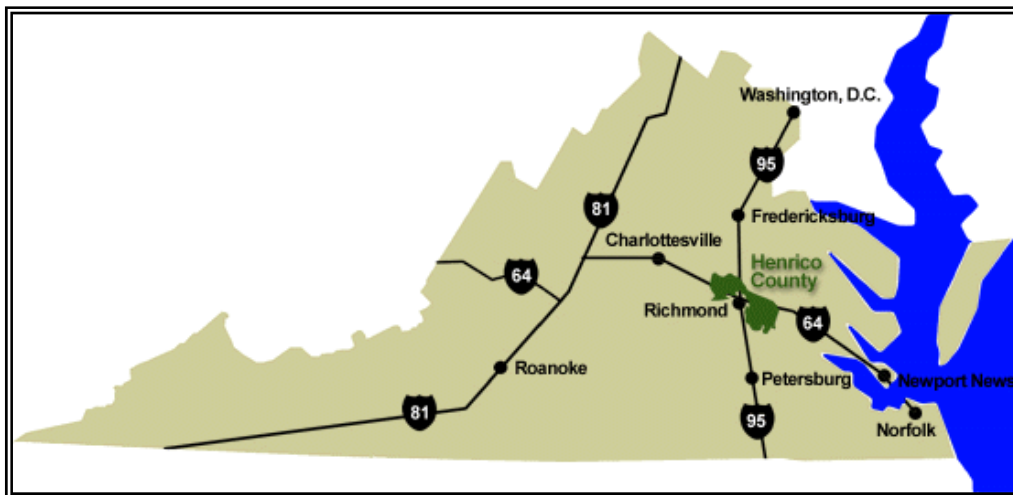
*Christopher P. Morill*

**Executive Director**

# Henrico County Profile

## Overview of Henrico County

Henrico County is located in Virginia along the northern and eastern borders of Virginia's capital city of Richmond. The County lies between the James and Chickahominy rivers, and constitutes approximately a third of the Richmond Metropolitan area. Today, 341,365 Henrico County residents live in a well-planned community of 244.12 square miles consisting of beautiful residential communities, large expanses of farm land, and carefully developed office, retail and diversified industrial areas. Henrico has been recognized for its premier schools, neighborhoods, and government operations. Henrico's rich history has allowed the County to progress from its early beginnings in 1611, into a distinguished place to live and work.



# Henrico County Profile

## History of Henrico County

Henrico is one of the oldest political subdivisions in Virginia and was the scene of the second settlement in the colony. Its first boundaries incorporated an area from which 10 Virginia counties were later formed in whole or in part, as well as the cities of Richmond, Charlottesville, and Colonial Heights.

In 1611, Sir Thomas Dale left Jamestown to establish a settlement on the Powhatan River, now called the James River. Relations with the Arrohatloc Indians had steadily deteriorated since 1607, and Dale's party suffered constant attacks. They finally came to a peninsula on the north side of the river, now Farrar's Island, where Dale established the colony's second settlement, "Henricus," known also as the "city" or "town" of "Henrico."

Virginia's economy was sharply transformed in 1612 by the introduction of new strains of mild tobacco by colonist John Rolfe. Rolfe's tobacco was shipped to England, and Virginia's economy soon began to prosper. In 1614, peace with the Indians was temporarily established, following Rolfe's marriage to Powhatan's daughter, Pocahontas. Both the tobacco leaf and Pocahontas are represented on the County's seal as symbols of our early heritage.

In 1634, Virginia was divided into eight shires, or counties, one being Henrico. The County was named for Henry, Prince of Wales, the eldest son of King James I of England.

In 1776, Henrico representatives Richard Adams and Nathaniel Wilkerson participated in the Fifth Virginia Convention, which voted to send delegates to the Continental Congress to propose separation from the British which led to the Declaration of Independence. In 1788, seven years after the Revolutionary War, the General Assembly called a special convention to consider the ratification of the proposed United States Constitution with Virginia voting 89-79 in favor.

Many important Civil War battles were fought on Henrico soil, including the battles of Seven Pines, Savage's Station, Glendale, Malvern Hill, Yellow Tavern, New Market Heights, and others in defense of Richmond.

In 1934, exactly 300 years after becoming one of the original shires, Henrico became the only county in Virginia to adopt the county manager form of government.

*Source: Henrico County, Public Relations*



# Henrico County Profile

## Henrico County's Form of Government

In a public referendum held on September 19, 1933, the citizens of Henrico County approved the implementation of a new form of local government. Under the new County Manager form of government, all the administrative functions of the county government were placed under a county manager appointed by the Board of Supervisors while the legislative authority and responsibility continued to reside with the Board of Supervisors.



Henrico County's Board of Supervisors consists of five representatives, one from each of the five magisterial districts: Brookland, Fairfield, Three

Chopt, Tuckahoe and Varina. Supervisors are elected for four-year terms. The Board annually elects a chairman who presides at each Board meeting and serves as the official head of the County government, and a vice chairman who serves in the absence of the chairman. This election occurs in January of each calendar year.

The administrative head of Henrico County's form of government is the county manager. The county manager is appointed by the Board of Supervisors and serves at the pleasure of the Board. The duties of the county manager are to carry out the policies determined by the Board of Supervisors, to coordinate the business affairs of the County by installation and enforcement of administrative procedures, and to conduct the day-to-day business operations through a staff of professional administrators. This position has no definite term and the manager may be removed by a majority vote of the Board at any time.

The county manager form of government allows for the grouping and consolidation of administrative functions of the County into departments. The constitutional offices of treasurer and commissioner of the revenue do not exist under the county manager form of government. Those functions are combined into a Department of Finance which is headed by a director of finance. Heads of all County government departments except for the following constitutional officers are appointed and discharged by the county manager: clerk of the circuit court, commonwealth's attorney, and sheriff. Within the limits set by the County personnel system, pay and classification plan, the county manager determines and fixes the salaries of all appointees (employees).

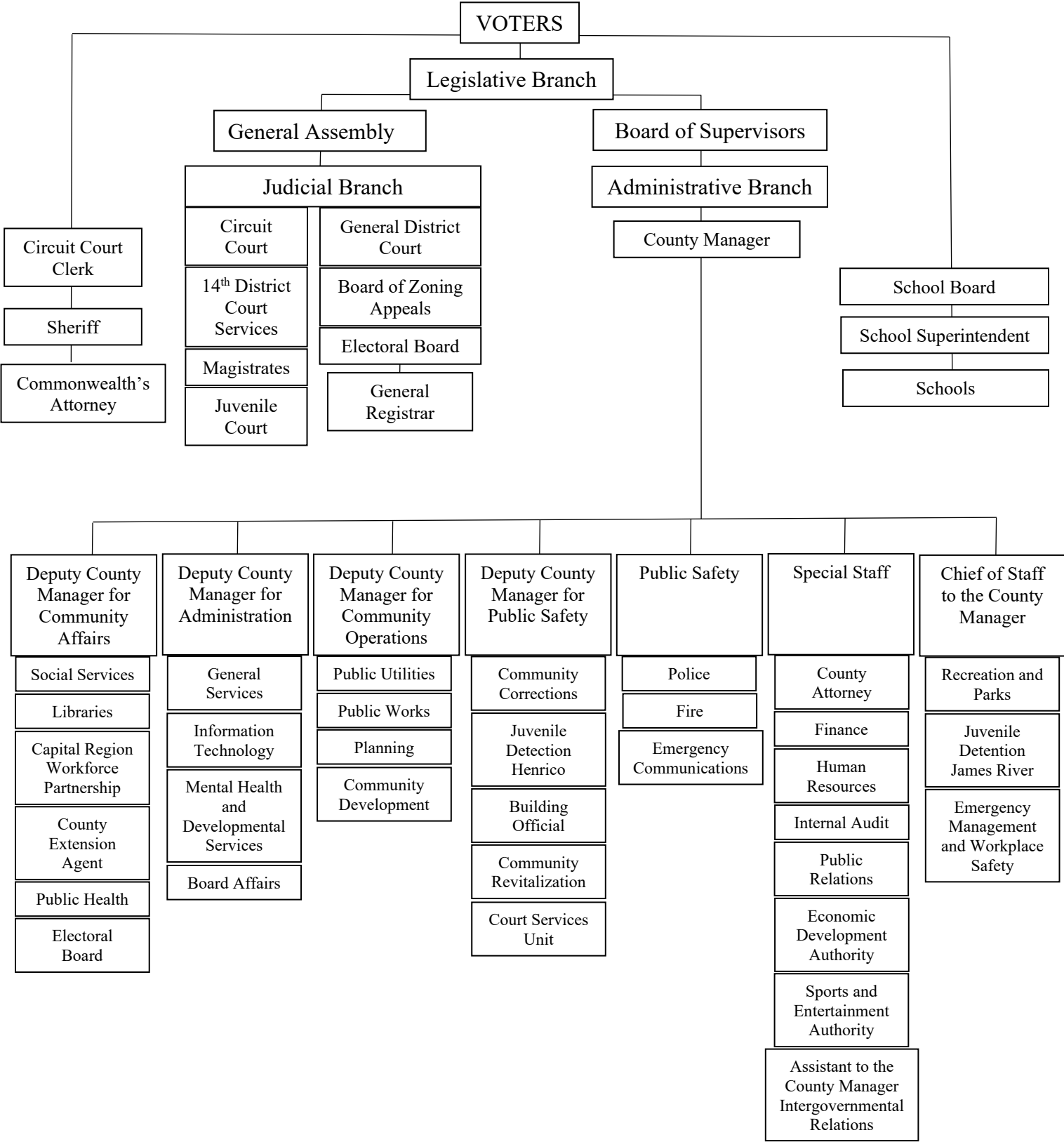
The School Board is elected by the voters to represent each of the five magisterial districts. They are elected for four-years in a sequence like the County Board Members and are responsible for the allocation and control of school finances, programs and personnel. The superintendent of schools is appointed by the School Board and administers the operations of the County's public schools. The County Board of Supervisors determines the total amount of local funding appropriated to the public school system; however, the use of these funds is determined solely by the School Board and is independent of the County Board of Supervisors and the County Manager, as prescribed by Virginia law.

The structure of Henrico County's government is depicted in an organizational chart on the following page.

*Source: Henrico County, County Manager's Office*



# Henrico County Profile

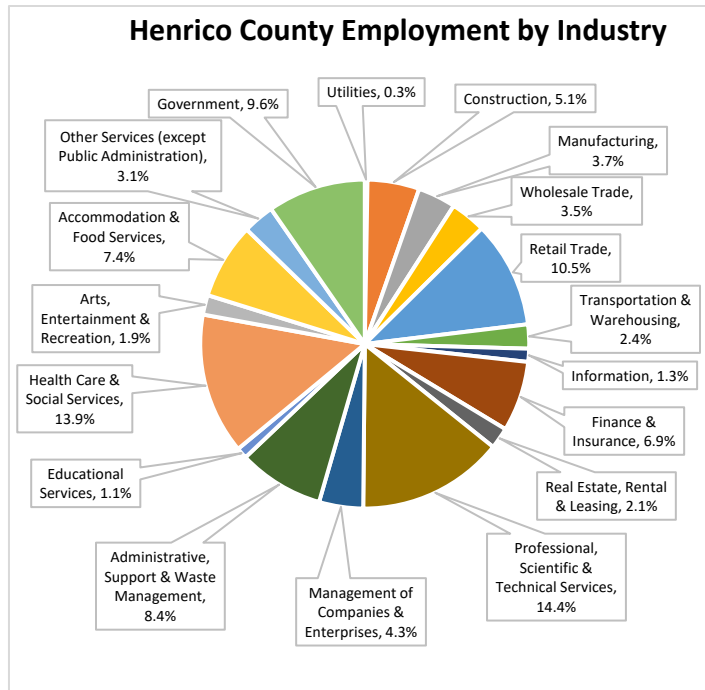


# Henrico County Profile

## Economy

Henrico County offers a business-friendly environment with competitive tax rates and a cost of living below the national average. The County's triple, triple-A bond rating, diverse economic base, ample land supply, and favorable location within the Richmond metropolitan area contribute to the County's continued development and expansion. The County is home to approximately 25,000 businesses and seven Fortune 1000 headquarters including Altria, Markel, Genworth Financial, ASGN, Brink's, Arko, and GPM Investments. The chart to the right displays the top ten largest employers in Henrico County according to the Virginia Employment Commission's 1<sup>st</sup> Quarter of 2022 data.

Top Ten Employers with ≥ 900 Employees	
Rank	Employer
1	Henrico County School Board
2	County of Henrico
3	Bon Secours Health System, Inc
4	Henrico Doctors' Hospital (HCA)
5	Walmart
6	United States Postal Service
7	Anthem
8	PPD Development
9	Capital One Bank
10	Apex Systems, Inc.



Henrico County's local economy is characterized by diversity with a healthy representation of businesses from numerous industries including retail, manufacturing, financial, insurance, health and life services, and more. The local employment base in the County is substantial and diverse and represents approximately one-third of the Richmond metropolitan statistical areas (MSA) employment base. In addition, the County offers a highly educated workforce, with 91.0% of the population 18 years and older holding high school degrees or higher and 38.0% holding bachelor's degrees or higher.

Henrico's unemployment rate continues to remain low at 2.7% in December 2022, which is in line with the state average of 2.9%, and lower than the national average of 3.6%. Henrico's job market remains strong with 189,077 total jobs in the County, the second highest of all localities in Virginia. In

addition, twenty-two local businesses in Henrico are among "America's Fastest Growing Companies" according to the Inc. 5000 List.

Henrico's local economy continues to get a significant boost from visitor spending in the County. During 2021, the County captured \$1.4 billion dollars in visitor spending, a 45.8% increase over 2020, an effect of reduced COVID-19 restrictions, and had the fifth highest total of any Virginia locality, according to the Virginia Tourism Corporation. Henrico topped all localities in central Virginia and trailed only the counties of Arlington, Fairfax, Loudoun, and the city of Virginia Beach. Under the direction of the Board of Supervisors, Henrico has taken steps to actively promote tourism. In March 2013, officials launched the Visit Henrico campaign to promote Henrico as a destination for tourists and youth and adult recreational sports tournaments.

# Henrico County Profile

## Demographics

Demographic trends of the past decade indicate that the County is becoming increasingly urban and diverse. According to the U.S Census Bureau’s decennial census, the total minority population in Henrico, which includes racial and ethnic minority groups, has increased to 49% of the whole population in 2020. As a result of these demographics, the County is infused with new cultures and traditions that are enriching the community as a whole.

<b>Population by Race</b>	<b>2010</b>	<b>2020</b>	<b>% Change</b>
American Indian & Alaska native alone	1,012	1,338	32.2%
Asian /Pacific Islander	20,179	32,450	60.8%
Black or African American alone	90,669	97,568	7.6%
Other/Multiracial	13,356	32,382	142.5%
White alone	181,719	170,651	(6.1%)
<b>Total</b>	<b>306,935</b>	<b>334,389</b>	<b>8.9%</b>

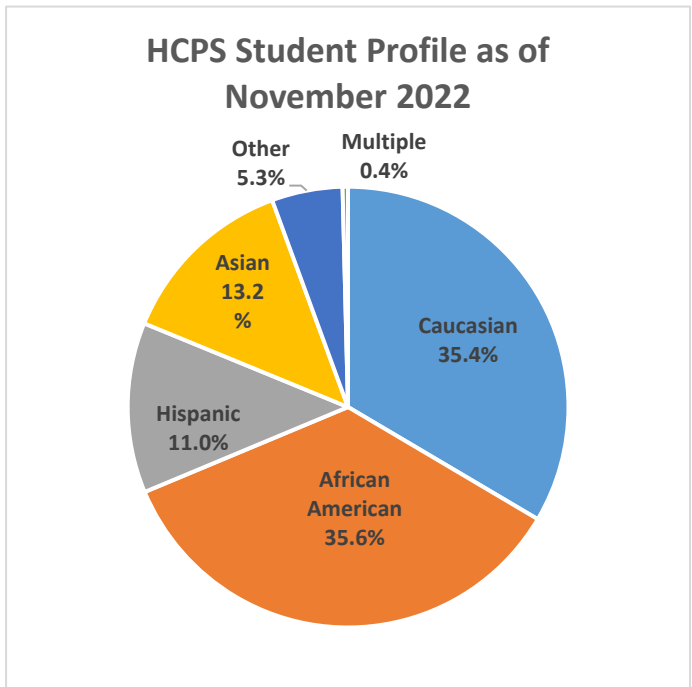
Source: United States Census 2020

## Education

In Henrico County, education is a top priority. The Henrico County Public School (HCPS) system currently has 9 high schools, 12 middle schools, 46 elementary schools, 2 technical centers, and 3 program centers. As of November 2022, the membership of HCPS totaled 48,977. The County’s student population is racially and economically diverse. In fact, HCPS is a majority minority school system, as seen in the chart to the right.

Henrico County Public Schools (HCPS) is the sixth largest public school division in Virginia. Among central Virginia school divisions, HCPS employs the most teachers certified by the National Board for Professional Teaching Standards. From academics to athletics, from the arts to career skills, Henrico County Public Schools is proud to be part of helping the community thrive by ensuring that each child has the right to achieve and the support to succeed.

Henrico County’s school division is equipped with the latest technology and devices are provided for all students. HCPS was one of the first school divisions in the country to start this initiative in 2001.



## Parks, Recreation and Culture

The Henrico County Public Library (HCPL) promotes reading and lifelong learning, connecting people with the information they need, and enriching community life through 9 library locations, Mobile Library Service for retirement facilities and daycare centers, online 24/7 via web site, and digital services. HCPL has also received national attention for their innovative work play stations.

Henrico’s Department of Recreation and Parks earned accreditation from the Commission for Accreditation of Park and Recreation Agencies (CAPRA) in September 2019. This department maintains over 4,700 acres of public park land. The

# Henrico County Profile

park system includes 56 parks/facility sites, 215 athletic fields, 63 playgrounds, 28 miles of trail and 2 parks with access to the James River. There are over 6.0 million visits to the park system every year.

## Public Safety

The Henrico County Police Division has three police stations and over 694 sworn police officers that serve the County. The Division is fully accredited by the Commission for Accreditation of Law Enforcement Agencies (CALEA); an accreditation it has maintained since 1987. On an annual basis, the Henrico Police Division responds to approximately 187,000 calls for service. The County remains a safe place to live, work and play because of the Division's tireless efforts.

The Henrico County Fire Division operates 22 fire stations and one training facility within the County with 552 sworn members dedicated to operations, of which 422 are firefighters. The Division currently has 22 engines, 6 ladder trucks, 3 heavy rescues, 17 medics, and 6 tanker trucks on duty night and day, responding to approximately 55,000 calls for service every year. Henrico Fire Division was one of the first in the world to receive International Accreditation from the Commission on Fire Accreditation International (CFAI) in 1998; an accreditation it has maintained since that time. It also maintains an ISO class 1 rating, the highest fire protection classification from the Insurance Service Office. All field personnel are certified to the Emergency Medical Technician (EMT) Basic level and 204 firefighters are also certified to provide advanced life support (ALS) services.

## Transportation

Henrico County is one of only two counties in Virginia that maintains its own roadways. The decision made by Henrico citizens more than 80 years ago to maintain the County's roadways has allowed the County an added degree of flexibility in addressing the County's roadway needs. Henrico's Public Works Department maintains over 3,500 lane miles of road, the third largest road network in Virginia.

The region is a major interstate highway crossroads for Interstates 95 and 64. Much of the Interstate 295 northern beltway around Richmond tracks through Henrico County. In fact, as seen in the image to the right, most locations within the county can be reached within 15 minutes. The highway network is complemented by excellent air and rail service. Richmond International Airport provides both domestic and international service to more than three million passengers per year. In addition, Amtrak provides passenger rail service in Henrico County, with Henrico's Staples Mill Road Amtrak station being the busiest passenger train station in Virginia.



# Henrico County Profile



With this location in the middle of the eastern seaboard, Henrico is well situated to provide air, road, water or rail alternatives for business and pleasure. More than 55% of the U.S. population and major manufacturing sites are located within 750 miles of Henrico.

Source: *Henrico County Economic Development Authority 2021 Annual Report*

- 1-DAY DRIVE TIME (11 HOURS)
- 750-MILE RADIUS (1,200 KILOMETERS)

**COUNTY OF HENRICO, VIRGINIA  
PROPOSED BUDGET  
FY24  
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COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO



John A. Vithoukas  
County Manager

March 14, 2023

The Honorable Board of Supervisors  
County of Henrico  
Virginia

Honorable Members of the Board:

I am proud to present to you the FY24 Manager's Proposed Operating and Capital Budget. The plan, as presented, is balanced with a real estate tax rate of 85 cents with one primary focus – **people**. The proposed budget provides a historic pay increase of **8.2%**. This increase not only rewards the hard-working employees but also enhances starting salaries across the board to continue to bring in the best people to meet the needs of our residents, business community, and visitors who come to Henrico for work and play. This budget also gives us the flexibility to ensure we are the pay leader in local government employment so we can be **better every day**.

Providing tax relief is a long staple of Henrico County. In the storied tenures of Patricia O'Bannon and Frank Thornton – trailblazing public servants in their own rights – the real estate tax rate has been reduced six times. In recognition of the hard times our residents are experiencing with increasing costs, the FY24 budget accounts for additional tax relief through a second real estate tax rebate, enhancing the REAP program's maximum relief, and **reducing the vehicle personal property rate by 10 cents** per \$100 assessed value. With this additional tax relief, **over \$76 million in tax relief** will be provided to Henrico residents and businesses over a two-year period.

The proposed budget continues the Board's long-standing priorities of funding education and public safety. Over 78% of the proposed General Fund budget growth goes towards the most important functions local government provides. This includes 50 new positions for Schools and 22 new positions for Public Safety. The FY24 budget also captures the **reallocation of 10 vacant positions to Police** to add to the complement of **School Resource Officers**.

With over \$4 billion in infrastructure needs identified over the next ten years in the county's Capital Improvement Program (CIP), the FY24 capital budget provides the first appropriation of the total \$511.4 million of referendum projects for education, public safety, recreation, and drainage and flood mitigation. This is part of a \$316.8 million capital budget intended to maintain and enhance the county's schools, roadways, public buildings, and water and sewer system.

## Revenues and Tax Relief

The projected revenues in the FY24 proposed budget total \$1.3 billion, an increase of \$102.2 million or 8.4% when compared to the FY23 approved budget. Local revenues reflect \$70.5 million of that increase while State & Federal revenues account for \$31.8 million of the increase. While the revenues here reflect a significant year-to-year increase in terms of the budget, it should be noted the latest FY23 revenue projections would only need to grow \$17.6 million or 1.3% to meet FY24's estimates.

FY24 General Fund Revenues				
Category	FY23 Approved	FY24 Proposed	FY23 to FY24	FY23 to FY24
General Property Taxes	\$578.4M	\$641.4M	\$62.0M	10.9%
Other Local Taxes	\$195.1M	\$203.1M	\$7.7M	4.1%
Permits, Fees, and Licenses	\$6.5M	\$6.5M	(\$0.3 M)	(4.0%)
Fines & Forfeitures	\$2.1M	\$1.6M	(\$0.5M)	(24.5%)
Use of Money & Property	\$2.4M	\$3.3M	\$0.9M	39.1%
Charges for Services	\$3.8M	\$3.4M	(\$0.4M)	(11.1%)
Miscellaneous Revenues	\$8.1M	\$7.8M	(\$0.2M)	(3.0%)
<b>Total Local Revenues</b>	<b>\$796.5M</b>	<b>\$867.0M</b>	<b>\$70.5M</b>	<b>8.8%</b>
State Aid for Schools	\$324.6M	\$354.0M	\$29.4M	9.1%
State Gasoline Tax	\$50.2M	\$51.3M	\$1.1M	2.2%
All Other State & Federal	\$47.6M	\$48.6M	\$1.2M	2.2%
<b>Total State and Federal Revs.</b>	<b>\$422.3M</b>	<b>\$454.1M</b>	<b>\$31.8M</b>	<b>7.4%</b>
<b>Total General Fund Revs.</b>	<b>\$1,218.9M</b>	<b>\$1,321.1M</b>	<b>\$102.2M</b>	<b>8.4%</b>
Transfers/Cash Reserves	(\$155.3M)	(\$164.0M)	(\$8.7M)	5.6%
<b>TOTAL NET REVENUES</b>	<b>\$1,063.5M</b>	<b>\$1,157.1M</b>	<b>\$91.5M</b>	<b>8.8%</b>

General Property taxes account for \$641.4 million of the FY24 proposed budget and reflect an increase of \$62 million, or 10.7% when compared to the FY23 budget. Of that total, Real Estate accounts for \$471 million and is based on a real estate tax rate of 85 cents per \$100 assessed value.

The total assessments as of January 1, 2023, reflected an increase of \$6.6 billion – the largest increase in the county's tax base ever recorded. Residential reassessments increased \$4.6 billion, or 13.3%. Commercial reassessments increased \$908.6 million, or 5.8% compared to 2022 values. Additionally, new construction added \$989.6 million to the land book for both residential and commercial properties. Increasing values were seen across all commercial property classifications, however warehouse and industrial properties saw the largest increase at nearly 30%.

While reassessment increases of this nature are not sustainable – the value of real estate typically tracks with inflation – the fundamentals of this real estate market (high demand, low supply) differ from those that fed the real estate bubble of the 2000s. We are bound by the Constitution of Virginia to reassess property at fair market value. As the average sales price in Henrico increased significantly in 2022 this meant the values of property in Henrico also needed to increase significantly to meet this constitutional mandate.

However, tax relief in the form of a rebate of prior paid taxes is warranted to offset the extraordinary increases to assessments across the board, which is why along with the consideration of this budget a tax relief rebate in the amount of 2 cents per \$100 assessed value is proposed. The same considerations with the previous rebate apply – the 2 cents is based on surplus revenues collected in a prior fiscal year and taxpayers whose rebate is \$30 or greater will receive a check beginning in September 2023. Rebates that are less than \$30 or taxpayers who owe delinquent taxes will receive a credit on the December bill.

In addition to the rebate, the Real Estate Advantage Program (REAP) is proposed to be enhanced in the FY24 budget by increasing the maximum relief by \$200 to \$3,200. This will make it so the maximum relief will cover the value of the average assessed value of a single-family home, which is \$367,000 in 2023. This enhancement, on top of increasing the maximum net worth of \$500,000, which excludes the value of the home and up to 10 acres of property, continues to make Henrico's REAP program the most expansive and generous program in Central Virginia.

Furthermore, vehicle values continue to be elevated compared to two to three years ago. The majority of the valuation increase was the result of supply chain issues and car companies not being able to produce enough new vehicles to keep up with demand. This created an environment where used vehicles increased in value, some vehicles increasing over 15% in that year. Vehicles, on average, have decreased an average of 10% but have not come down to normal levels of depreciation. With these elevated values, permanent tax relief for vehicles is warranted. The proposed budget includes a reduction in the vehicle personal property rate of **10 cents** per \$100 assessed value – from \$3.50 to \$3.40. This tax relief will provide \$3.6 million to over 350,000 vehicle accounts. The last time vehicles saw a personal property tax rate reduction was in **1987**.

Other local taxes are estimated over \$203.1 million in FY24 and reflect increases in sales tax collections, hotel/motel taxes, and business license taxes (BPOL). The estimate for sales tax is \$88.5 million in FY24, an increase of \$8.3 million compared to the FY23 budget estimate. The current trend for sales tax remains strong as collections during the month of December were the largest on record, even after adjusting for a one-time audit that brought a significant sum to the County. The estimate for hotel/motel taxes for FY24 is \$18.8 million and not only reflects continued improvement in collections but also accounts for the creation of the Richmond area Tourism Improvement District, which would provide additional funding for Richmond Region Tourism (RRT) to improve marketing of the Richmond metropolitan area. Finally, BPOL revenues in FY24 are projected to total \$46 million, which is in line with the amount collected in FY22.

State revenues in FY24 will total \$454.14 million, an increase of \$31.8 million over the FY23 approved budget that is based largely on the Governor's proposed biennial budget. The bulk of the increase is for state aid for education. A review of the competing budget proposals within the legislature suggests the current estimates are sound and will be met and exceeded by actual collection in the upcoming year. Conservative estimates are in place for other areas of State aid as highway maintenance (gas tax) payments are less than FY22 actuals and payments for offices funded by the Compensation Board are projected to increase by 2.3% when compared to the current-year trend of collections.

### **Taking Care of Our People**

The FY24 budget includes a merit-based 8.2% salary increase for all general government and HCPS employees effective July 1, 2023. In addition to the impact on current employees, the salary increase will apply to the County's salary scales, meaning starting salaries will be adjusted by the same amount to improve recruitment efforts across all job classifications. Additionally, \$2.1 million is added to the Human Resources budget for a **competitiveness payroll reserve** to further adjust starting salaries as we compete year-round with other regional localities for talent. Also, the minimum wage for general government and education jobs in Henrico County, effective in FY24, will be \$15 per hour.

While being the leanest workforce is an essential part of Henrico's DNA, we have made great strides towards the goal of having the best paid workforce. Employees who have been with Henrico since April 2021 have seen their salaries increase an average of 19.3% and, after an 8.2% increase, will see their pay increase **29%**. This is the result of the multiple increases in the FY22 budget, a 5% salary increase in FY23, and other increases from additional market adjustments and career development promotions. From FY22 to FY24, **over 60% of Henrico's general fund budget growth has been dedicated to salary increases.**

8.2% Salary Increase by Area	
Education	36,908,380
Public Safety	15,454,297
General Government	9,518,893
<b>Total</b>	<b>61,881,570</b>

With inflation hovering between 6-8% over the past two years, our employees have felt the sting of rising prices. However, increases in employee salaries have exceeded the inflation experienced over that time period. Additionally, County and HCPS employees have benefited from two years of no increase to employee health care premiums. The FY24 budget picks up 70% of health care premiums for employees, which leaves an average increase to the employee of \$24 per month. By comparison, the starting salary for a teacher will increase \$4,138.

A foundational principle in the proposal of the 8.2% raise was that it was done within Henrico's normal course of business operations as part of a long-held plan to nurture a lean and well compensated County workforce. Under the leadership of the Board of Supervisors, Henrico has a long history of successfully balancing the various needs of the community in ways that are prudent and financially sustainable. These actions include:

- Conservative revenue estimates on an annual basis that are consistently exceeded;
- Fund balance levels that provide the County the flexibility to react to emergencies when necessary and provide pay-as-you-go funding for critical infrastructure;
- The utilization of the county's solid financial footing, exemplified by being one of forty-eight counties to hold AAA ratings from the three major rating agencies, to ensure the lowest debt service cost to the taxpayers;
- Using one-time resources, such as federal stimulus funding, for one-time purposes;
- Maintaining a low business tax burden while working with prospective businesses to increase the number of jobs available to residents, leading to
- A strong commercial tax base with the second highest number of jobs in the Commonwealth and the continued expansion of sports tourism efforts to bring more economic impact to Henrico.

In addition to the salary increase, the FY24 adds another retention tool with \$2 million allocated to begin the Home Purchase Assistance Program (HPAP). Discussed at the Board's retreat in December, HPAP is designed to assist employees purchase their first homes in Henrico by providing forgivable loans up to \$20,000 based on total household income. The employee must be employed for twelve months and be in good standing to be eligible for the assistance and the loan becomes a grant after the employee has lived in the home for five years.

**Education**

The budget for Henrico County Public Schools, including the General Fund, School Cafeteria Fund, State & Federal Grants, and debt service for Education projects, totals \$817.8 million in FY24. The General Fund alone totals \$650.4 million, an increase of \$47.7 million and reflects 56.3% of the total General Fund budget.

Education Increases in FY24 Budget	
Recalculate Current Salaries & Benfits	6,966,445
Salary Increase	36,908,380
Software Increases	4,587,500
Diesel Fuel Adjustment	1,690,000
Convert Instructional Assistants from PT to FT	843,200
2nd year of Hermitage and Varina ACE Programs	785,000
8th Grade of Achievable Dream Academy	600,000
Adult Education at Regency Square	340,000
<b>Total</b>	<b>52,720,525</b>

Along with to the salary increases, the FY24 budget includes several allocations to enhance academic growth, provide for the health and welfare of students, and expand equity and opportunity for all students. The budget expands the Achievable Dream Academy to 8<sup>th</sup> grade, provides a second year of incremental funding for two new specialty centers at Hermitage High School and Varina High School, continues to implement recommendations from the Holton Report by upgrading Instructional Assistants from part-time to full-time, and adds funding for the move of the Adult Education Center to the revitalized Regency Square.

Within the capital budget, education projects total \$111.6 million, of which \$86 million is for four projects approved by the voters in the November 2022 bond referendum. Those projects include the replacements of Jackson-Davis Elementary School and Longan Elementary School, the construction of the Environmental Education Living Building, and the planning for the replacement of Quiccossin Middle School. The capital budget also includes funding to replace the HVAC system at Freeman High School, which is on top of the \$20.5 million in maintenance allocations in the HCPS capital budget, which includes \$9 million of meals tax for maintenance projects, \$6 million for school bus replacements, \$2.5 million for roof improvements and mechanical improvements, \$2 million for technology improvements within schools, and \$1 million to begin systematic replacements of playground equipment.

**Public Safety Enhancements**

The budget for the Police Division includes the third round of ten police officers added to the Division’s personnel complement. This will bring the total number of patrol officers added to Police to 30 since February 2022. The FY24 budget also captures the reallocation of ten vacant positions from various departments to Police for School Resource Officers. This approach was also taken with four additional positions for Recreation for the enhancement of park maintenance efforts. This is emblematic of Henrico’s approach to being the leanest local government by repurposing resources when it makes sense.

Reallocation of Vacant Positions for Other Priorities	
<b>Positions Gained:</b>	
Police (School Resource Officers)	10
Recreation & Parks (Park Maintenance)	4
<b>Total</b>	<b>14</b>
<b>Positions Reallocated:</b>	
General Services	(6)
Hold Complement	(2)
County Manager	(1)
Libraries	(1)
MH/DS	(1)
Public Utilities	(1)
Planning	(1)
Permit Center	(1)
<b>Total</b>	<b>(14)</b>

The proposed budget continues the phased approach to staffing Firehouse 23, which will be under construction later this spring. Adding the positions now allows the Division to have a fully ready staff

for the new station once it opens. The FY24 budget enhances EMS services by adding hours to the operational medical doctor contract and adding a clinical coordinator position to further develop the training necessary for all EMS responders to best serve those who call in their greatest time of need.

Capital funding for public safety in FY24 includes construction funding for a new South Station, which will replace the current station that is a leased property. Additionally, the first of several public safety projects approved in the November 2022 bond referendum – the replacement of Firehouse 6 – will receive \$13.3 million for construction of this facility. Both projects received planning allocations in FY23 to get them shovel-ready once funding is available in FY24.

Finally, the FY24 budget provides the initial appropriation of funding received from opioid settlements through the Opioid Abatement Authority. The first allocations from this funding source will provide two peer recovery specialists within the jail and a new director over MH/DS's Substance Use Division. Peer recovery specialists will provide additional support to the programs offered in the jail by giving recovering addicts support from an individual who has been in their shoes. The SUD Division Director will oversee the many efforts countywide that are currently fragmented while coordinating overdose responses, providing supervision to peer recovery specialists, and maintaining the county's 'Bounce Back' website and other outreach efforts.



**Economic Development and Community Redevelopment Efforts**

Over the past three years, economic development in Henrico County has been very successful. New jobs in the county total 4,462 and the number of jobs retained in Henrico totals 2,650. Businesses have invested nearly \$1 billion in this county and have occupied 6.6 million square feet of commercial space. Henrico has the second highest number of jobs in the Commonwealth behind only Fairfax County and is primed to continue this success as the Economic Development Authority stays busy pitching Henrico to the world with businesses responding positively.



*Showtime. All the time.*

Additionally, Henrico's efforts in sports tourism continue to create excitement as direct spending from sports tournaments and events exceeded \$64 million in 2022. The future is extremely bright as the County's investment into the Henrico Sports & Events Center at Virginia Center Commons will open in the fall and the arena at Green City will follow within 2-3 years. To oversee and guide these efforts, the Board created the Henrico Sports and Entertainment Authority (SEA) in the fall. To continue this momentum, the FY24 budget includes a new position for the SEA that will oversee operations at the Henrico Sports and Events Center.

With the success in sports tournaments, new visitors will need new places to stay in Henrico. For the investments this county is making to be successful for our residents, every effort should be made to keep visitors here. In addition to the need for more hotel rooms, there are hotel properties in Henrico

that need revitalization. Some of these properties have become nuisance properties, attracting crime and coming under disrepair.

To increase the development of hotels and the redevelopment of older hotel properties, this budget proposes a **water and sewer connection fee holiday** for 36 months, retroactive to January 1, 2023. The goal of this holiday is to increase the number of hotel rooms in Henrico to over 10,000. There are currently 9,334 rooms, so the net gain of four to six hotels will reach this goal. To qualify, either a new hotel must be built or an older hotel must be torn down with new construction replacing it. It is important to note the connection fee holiday will apply for an older hotel being replaced with any new development – not just a hotel. The holiday will be implemented as the projects applying are finished because the connection fee will be due around the issuance of a certificate of occupancy.

In addition to the connection fee holiday, the FY24 budget includes a total of \$5 million from the General Fund for two main purposes. \$1 million will go towards assisting new customers in connecting to the county's water & sewer system as a result of the infill projects that expand the system to cover homes and businesses currently on well and septic systems. These projects are supported by the \$64 million of American Rescue Plan Act (ARPA) funding over the past two years. The remaining \$4 million will go towards making economic development projects shovel-ready.

The FY24 budget will also continue two efforts first included in the FY23 budget. First, \$2 million is allocated for neighborhood revitalization efforts through the Community Revitalization (CR) Fund. Prior to FY23, the appropriations from the CR Fund have been made throughout the fiscal year in the amendment process, but it continues to be prudent to provide the flexibility to move forward as agreements are made. The second effort is an additional \$750,000 for the Henrico Investment Program (HIP). This funding supports targeted incentives in specific commercial corridors throughout the County, which could include fee grants, sewer connection credits, and financial and technical assistance.

### **Continuing Focus on Environmental Quality**

The budget continues the County's commitment to be a good steward of our natural resources. The FY24 budget continues to allocate \$2.3 million for efforts to remove stormwater pollutants as set out in our Municipal Separate Storm Sewer System (MS4) permit, bringing the total approved for this effort to \$18.8 million since FY16. Additionally, \$1.8 million is allocated to rehabilitate streams, conduct minor drainage projects, and acquire land in flood plains in accordance with criteria set forth by Public Works. While not as longstanding as the effort for MS4 compliance, a total of \$5.3 million has been allocated for these initiatives since FY22. New for FY24 is an additional \$1.0 million for maintaining existing stormwater management facilities on private property. FY24 also includes the first allocation of the \$50 million for drainage and flood mitigation projects approved in the November 2022 bond referendum to accelerate the improvement of the County's water management. The first allocation of \$2.5 million will kick off the prioritization and design of this enhanced drainage and flood mitigation effort. Finally, to assist in tackling this work four positions are included in the proposed budget to support a healthy watershed system and improve the Chesapeake Bay.



In the area of Solid Waste, the FY24 budget picks up the increasing costs for the new Central Virginia Waste Management Authority (CVWMA) contract. Over \$3 million in General Fund resources is included to cover the increase to \$4.98 per home for the county’s recycling efforts. Included in this increase, though, is the rollout of 96-gallon carts to all homes participating in the curbside recycling program **at no additional cost to the resident.**



The budget for the water and sewer system is projected to grow by 5.4% in FY24 to provide for clean drinking water and sewer to Henrico residents. Part of the increase is six positions, of which three will support the county’s water testing efforts that started in response to Henrico being alerted of potential per-and polyfluoroalkyl substance (PFAS) contamination regulations that are likely to come from new guidance from the Environmental Protection Agency (EPA). The other three positions will support data analysis from DPU’s systems to better assist customers and the agency.

Finally, the capital budget for water and sewer infrastructure in FY24 totals \$100.9 million and includes many projects to maintain and expand the water and sewer system. To fund both the operating and capital needs, an increase of 5% increase in water and sewer fees is recommended. The monthly impact of the proposed increase is \$3.35 on the median residential account to secure safe drinking water for our residents. Connection fees are not increased in this proposal.

**Keeping Focus on Maintaining and Enhancing Public Infrastructure**

Solid infrastructure is key to outstanding services, quality of life, and economic development. The FY24 budget continues to maintain and enhance public infrastructure a variety of ways.

The FY24 capital budget continues to allocate revenues generated through the Central Virginia Transportation Authority (CVTA) for County projects. The estimate for CVTA revenues totals \$27.5 million, which includes \$25.0 million for prioritized road projects and \$2.5 million for countywide pedestrian and bicycling improvements. An additional \$2.5 million for sidewalks and bike paths from local funding is also included in the budget.

The proposed capital budget includes \$114.3 million for the first allocation of bonds overwhelmingly approved by the voters in November 2022. In addition to the education, public safety, and drainage projects referenced earlier, the first round of projects includes \$10 million for the development of the Three Chopt Area Park on Kain Road and \$2.5 million for the third phase of Tuckahoe Creek Park.

<b>FY24 GO Bond Projects</b>	
Jackson-Davis Elementary Replacement	32,500,000
Longan Elementary Replacement	31,500,000
Environmental Education Living Building	12,000,000
Quioccassin Middle Replacement	10,000,000
Firehouse 6 Replacement	13,300,000
Three Chopt Area Park	10,000,000
Tuckahoe Creek Park Phase III	2,500,000
Drainage Projects	2,500,000
<b>Total</b>	<b>114,300,000</b>

Finally, the FY24 capital budget includes funding for the construction of a Henrico Visitor Center at Four Mile Creek, as well as technology upgrades through IT and maintenance funding for both General Services and Recreation. All of the ongoing maintenance programs for general government and HCPS make it possible to maintain our public buildings and systems to keep the County moving.

**Better Every Day**

From the beginning of this budget process in the fall, the focus of this spending plan has been on people. From taking care of our hard-working employees with the largest across-the-board salary increase in 33 years to covering the lion's share of health care premium costs to adding positions for managing increasing workloads to providing residents with tax relief, this budget has squarely focused on making everyone's lives **better every day**.

Focusing on improving the lives of our citizens, employees, businesses, and visitors is at the heart of public service. In this county we have been fortunate to have elected leadership that exemplifies the servant's heart. For 28 years, Board members Frank J. Thornton and Patricia S. O'Bannon have led with their heart and blazed wide trails for future generations to follow as they venture into their respective retirements. Henrico has been and continues to be better every day because of their dedication to this community.

Moving forward, this will continue to be our focus. The voters of Henrico trusted us to move the county forward with the largest bond package ever approved despite unsettled economic times. We have a moral obligation to make sure the projects put forward are completed as the people require but in a manner that is fiscally responsible. We also will make sure the physical assets and the human resources are taken care of for years to come with a budget that adheres to our principals of conservative revenue estimates, minimizing the tax on businesses to spur development and be better every day.

With all that said, I want to take a moment to thank Superintendent Amy Cashwell and her staff for their efforts in helping to craft this fiscal plan. Schools and general government have worked in lockstep throughout this process and this budget would not be possible without their support.

I would also like to thank the staff for their effort in developing this spending plan. Without their countless hours of hard work and dedication, this plan would not be possible.

In closing, I would like to thank you, our dedicated Board of Supervisors, for your input and guidance through this most important process. Staff and I stand ready to assist you as you consider this budget.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'John A. Vithoukas', written over a white background.

John A. Vithoukas  
County Manager



## BASIS OF BUDGETING AND FUND STRUCTURE

### BASIS OF BUDGETING

Budgets are adopted on a basis consistent with generally accepted accounting principles ("GAAP"). Governmental and Fiduciary Funds utilize the modified accrual basis of accounting under which revenues and related assets are recorded when measurable and available to finance operations during the year. Proprietary Funds use the accrual basis of accounting which recognizes revenues when earned and expenses when incurred. The County's accounting division utilizes an accrual basis for all funds.

Annual operating budgets are adopted for all Governmental Funds except for the Capital Projects Fund in which effective budgetary control is achieved on a project-by-project basis when funding sources become available. All funds are appropriated by the Board of Supervisors and appropriations lapse at year-end, except those for the Capital Projects Fund. It is the intention of the Board of Supervisors that appropriations for capital projects continue until completion of the project.

### FUND STRUCTURE

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

- | <u>Governmental Funds</u>   | <u>Proprietary Funds</u>   | <u>Fiduciary Funds</u>   |
|---|--|--|
| <ul style="list-style-type: none"><li>• General Fund</li><li>• Special Revenue Fund</li><li>• Debt Service Fund</li><li>• Capital Projects Fund</li></ul> | <ul style="list-style-type: none"><li>• Enterprise Fund</li><li>• Internal Services Fund</li></ul> | <ul style="list-style-type: none"><li>• JRJDC Agency Fund</li><li>• OPEB</li><li>• Line of Duty</li><li>• Long Term Disability</li></ul> |

**GOVERNMENTAL FUNDS:** those through which most governmental functions of the County are financed. These include:

#### **General Fund**

The General Fund accounts for all revenue and expenditures of the County which are not accounted for in the other funds. Revenues are primarily derived from general property taxes, local sales taxes, license and permit fees, and revenues received from the State for educational and other purposes. Most General Fund revenue is used to maintain and operate the general government; however, a portion is also transferred to other funds principally to fund debt service requirements and capital projects. Expenditures usually include, costs associated with general government, education, public safety, highways and streets, recreation, parks, and culture.

#### **Special Revenue Fund**

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. These funds account for the resources obtained and used relating to State and Federal Grants, Social Services programs, Mental Health and Developmental Services programs, the Utility Department's Solid Waste and Street Light operations, and the School Cafeteria.

#### **Debt Service Fund**

The Debt Service Fund accounts for the accumulation of financial resources for the payment of interest and principal on all governmental fund long-term debt except for accrued compensated absences and capital lease obligations which are paid by the fund incurring such expenditures. Debt Service Fund resources are derived from transfers from the General Fund.

#### **Capital Projects Fund**

The Capital Projects Fund accounts for all general government and school system capital projects which are financed through a combination of proceeds from general obligation bonds and operating transfers from the General Fund, Special Revenue Fund, and Internal Service Fund.

*Basis of Budgeting and Fund Structure (continued)*

**PROPRIETARY FUNDS:** accounts for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the County is that the cost of providing services to the general public be financed or recovered through charges to users of such services. These funds include:

**Enterprise Funds**

Enterprise Funds account for the operation, maintenance, and construction of the County-owned water and wastewater (sewer) utilities.

**Internal Service Funds**

An Internal Service Fund accounts for the financing of goods or services provided by one department to other departments of the government on a cost-reimbursement basis. The Internal Service Fund budgets for the County are: the Central Automotive Maintenance operations, the Technology Replacement Fund, the Risk Management Fund, and the Healthcare Fund.

**FIDUCIARY FUND:** used if the government has a fiduciary or custodial responsibility for assets.

**James River Juvenile Detention Center (JRJDC) Agency Fund**

The JRJDC Agency Fund accounts for assets held by the County for the James River Juvenile Detention Commission. All revenue and expenditures related to operations are accounted for in separate sub-funds, operating, debt, and capital. Resources for operations are primarily derived from a transfer from the General Fund and payments from the State and other localities.

**Other Post Employee Benefits (OPEB) Fiduciary Fund (GASB 45)**

The OPEB Fiduciary Fund accounts for assets held by the County for Other Post Employee Benefits (OPEB-GASB 45 costs). Resources for these cost requirements are derived from a transfer from the General Fund.

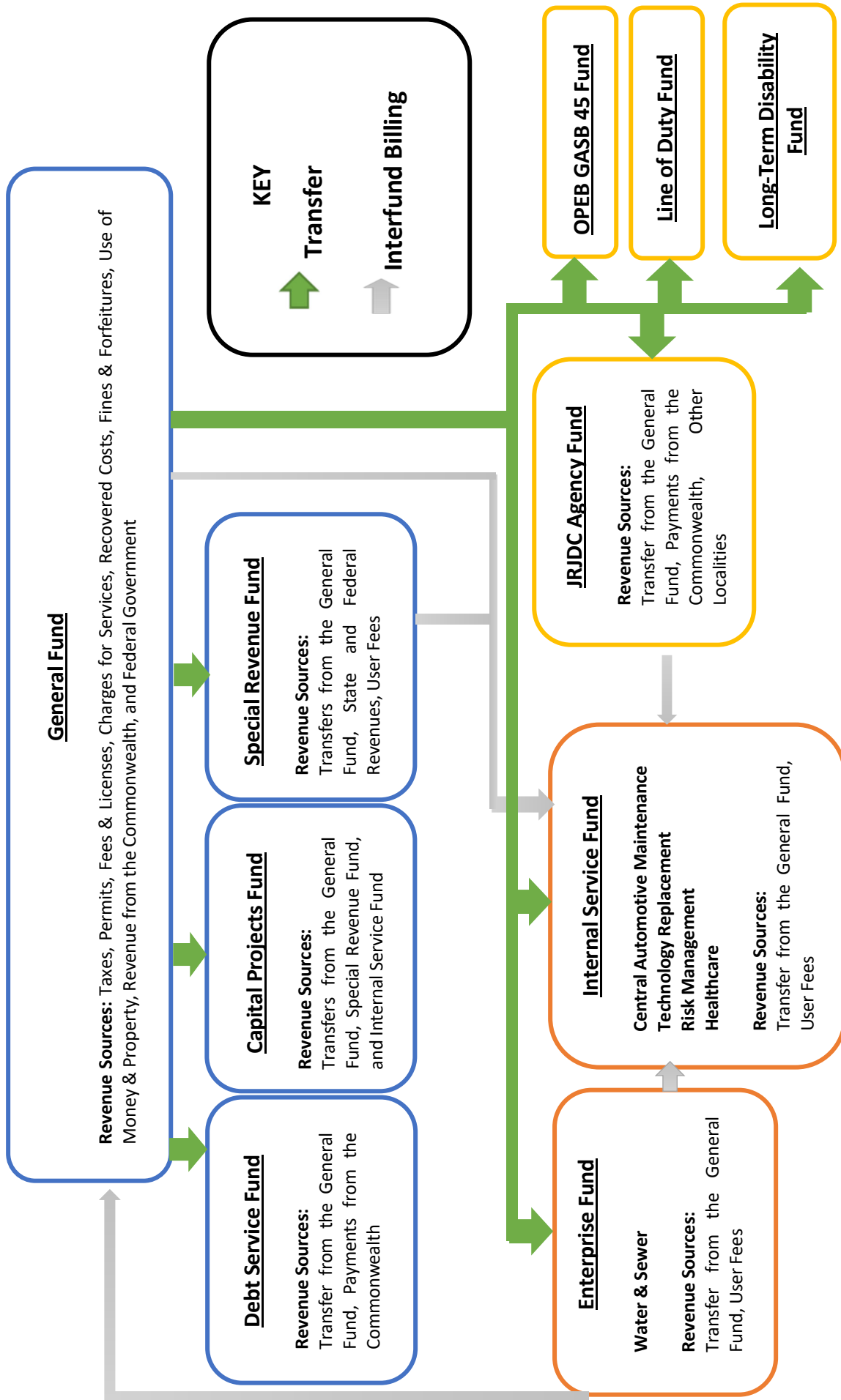
**Line of Duty**

The Line of Duty Fiduciary Fund was created due to a mandate from the Commonwealth of Virginia that requires localities to pay the cost of this State approved benefit. Resources for this cost requirement are derived from a transfer to OPEB-GASB 45 Fiduciary Fund.

**Long-Term Disability**

The Long-Term Disability Fund includes funding for the fully insured premiums to cover the basic, County-provided long-term disability benefit for eligible General Government and Schools employees. Resources for this cost requirement are derived from a transfer from the General Fund.

# STRUCTURE OF COUNTY FUNDS



## HENRICO COUNTY'S BUDGET PROCESS

### THE BUDGET CYCLE

#### Transfers & Amendments

During the Fiscal Year, the County Manager is authorized to transfer budgeted amounts between departments within any Fund; however, any revisions that alter the total budgeted amounts and/or appropriations of any Fund require an amendment to the budget. The Code of Virginia requires that the Board of Supervisors consider any amendment request. If the total amendment requested at any one time is over one percent of the total expenditures shown in the current adopted budget, the request also must be advertised in the newspaper and a public hearing must be held before the Board can act. The Board of Supervisors meets twice a month, at which time Budget Amendments may be presented. All Board of Supervisors meetings have been highlighted on the calendar below.

### AUGUST 2022

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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#### Revenue Estimates

Henrico County's budget process for the next fiscal year begins with an estimate of revenues in order to develop a budget balanced within resources. Revenue estimates begin in August of the year prior to the fiscal year being adopted. This process includes the review of current County finances, local and regional economic conditions, and a re-examination of key local economic indicators via the County's Financial Trends Monitoring System. The questions that are asked in this review are aimed at acquiring relevant financial information that will set the broad limits of budgetary possibilities for the following year. From a fiscal perspective, the basic question is whether current revenues support the necessary budgetary outlays. Weekly meetings with the Finance Director and County Manager's Office are central to the months between August 1 and September 30 in refining initial revenue estimates. Estimates culminate in a formal estimate that is reviewed with the County Manager and Finance Director no later than September 30.

### SEPTEMBER 2022

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4	5	6	7	8	9	10
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#### Target Development

After a Revenue Estimate is formulated, the next step in the budget process is to create a funding or target allocation for each department, which is calculated by the Office of Management and Budget in October. Targets are developed using the following list of priorities:

1. Debt service obligations
2. Department Payroll expenditures
3. Department operating and capital outlay expenditures

Target estimates do not automatically include an inflation factor for operating expenditures, nor are new services or positions automatically funded. The target allocations do, where applicable, include the operating costs of new facilities approved in prior year budgets. This "link" between the operating and capital budgets is performed through an annual crosswalk that determines all such costs. The FY24 Operating budget includes all operating costs arising from new facilities that are anticipated to become operational during the fiscal year. For additional information, please see "Capital Improvement Program – Implications on Operating Budget", found elsewhere in this document.

### OCTOBER 2022

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**THE BUDGET CYCLE**

**NOVEMBER 2022**

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**Budget Call for Estimates**

Each year all County departments receive the County Manager's "Call for Estimates" (i.e., budget call) during the first week of November, which contains the budget policy, special budget instructions, various revisions to the budget manual, a budget calendar, and the target allocation. The Call for Estimates is accompanied by information on using the County's Automated Budget System, which enables the departments to prepare their budget requests on their departmental personal computers and submit them to the Office of Management and Budget (OMB) electronically. The budget request consists of expenditure estimates in detail by line item, and in summary, together with supporting narrative information. When expenditure needs exceed the target allocation, departments must submit a request for additional funding. Certain County departments such as Education, Police, and Fire are considered priorities when allocating new funds among departments. Each request must be prioritized and prepared with detailed justification to support the need for additional funding.

**DECEMBER 2022**

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**Financial Trend Monitoring System Updates**

An important step of the budget process involves the completion of the Financial Trend Monitoring System Trends Document ("Trends"), which represents an eleven-year evaluation of past financial and economic indicators. These indicators, over time, may reflect fluctuations, which prove to be extremely valuable as

the document allows staff to monitor changes in all aspects of the local economy and provides an insight into possible trends that may impact future decision making. This document, which analyzes historical trends, is utilized as a forecasting tool during initial Revenue Estimates and provides a logical way of introducing long-range considerations into the annual budget process. A copy of the Trends document can be found in Appendix C of this document or at <http://henrico.us/finance/divisions/office-of-management-and-budget/financial-trends/>

**Budget Submissions**

All County departments submit their budgets in the first week in December for initial review by the Office of Management and Budget. This includes both the target allocation as well as any supplemental requests for funding. The Budget Director and the OMB staff work closely with the County Manager and department administrators in reviewing expenditure estimates and available revenues both in program and financial terms.

**JANUARY 2023**

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**Review of Budget Submissions**

The Office of Management and Budget reviews each department's budget, creating a narrative for each department outlining recommendations, as appropriate, to the County Manager. These recommendations include expenditure analyses and evaluations of budget submissions. Narratives and analytical reports are compiled into a single document that is presented to the Executive Review Committee in February.



**THE BUDGET CYCLE**

**FEBRUARY 2023**

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**Executive Budget Reviews**

The Executive Budget Review Committee holds hearings to discuss budget submissions with departments in the last week of January through the first week in February. The Executive Budget Review Committee consists of the County Manager, Deputy County Managers, the Director of Finance, the Director of Human Resources, one department director on a rotating basis, the Director of the Office of Management and Budget (OMB), the supervisor of the Office of Management and Budget (OMB), and the supporting (six) budget analysts. The representatives from the departments are present at the time of these reviews and

have the opportunity to make presentations and answer questions relative to their budget requests. The Budget Office finalizes recommendations based on the Executive Review Committee results during the last three weeks in February.

**MARCH 2023**

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**Legislative Budget Reviews**

Based on information exchanged during the Executive Budget Reviews, a balanced budget is recommended by the County Manager to the County Board of Supervisors as the Proposed Budget in early March, fulfilling the requirement set in Section 15.2-613 of the Code of Virginia. The Legislative Budget Review Committee is comprised of the County Board of Supervisors, which represents each of the County’s five magisterial districts. The budget document that is presented to the County Board of Supervisors during these hearings represents the culmination of intensive research and analysis completed from August through February. The purpose of the document is to present to the

legislative body and the public a comprehensive picture of proposed operations for the budget year, expressed in both verbal and statistical terms. During the hearings, the Board of Supervisors examines all line items in each of the department’s budgets and all associated operational premises. These hearings are held during the course of one week, in the middle of March, approximately eight hours per day. Based on these hearings, the County Board of Supervisors may amend the County Manager’s Proposed Budget.

**APRIL 2023**

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**Public Hearing and Adoption of Budget**

Once the County Board of Supervisors has received the County Manager’s Proposed Budget, advertisements in the local newspaper are ordered and a date is set for the Budget Public Hearing in April. The FY24 Public Hearing is scheduled for April 11, 2023. On April 25, 2023, a second hearing will be held to set the tax levies. The Code of Virginia requires that the County advertise a synopsis of the budget in the newspaper and that one or more public hearings be held before the Board adopts the budget. The Board of Supervisors adopts the Annual Fiscal Plan during this month and sets tax levies for the Calendar Year.

**THE BUDGET CYCLE**

**MAY 2023**

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**Publish and Distribute Budget**

During the month of May, the final Annual Fiscal Plan is compiled, published, and distributed.

**JUNE 2023**

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**Appropriation of Budget**

In the final month of the current fiscal year (last Board meeting in June), the Board of Supervisors appropriates funding for the next Annual Fiscal Plan based on the budget adopted in April, which is required by the Code of Virginia.

**JULY 2023**

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23	24	25	26	27	28	29
30	31					

**Beginning of the new Fiscal Year**

In accordance with the Code of Virginia, the new Fiscal Year begins July 1 and follows the budget approved the previous April and operates based on the appropriations from June.

## FINANCIAL GUIDELINES

The following informal guidelines represent principles and practices that have guided the County in the past and have helped foster the County's current financial stability. These guidelines allow the Board maximum flexibility each year when determining how best to meet the needs of County residents when adopting the Annual Fiscal Plan.

### **General Guidelines:**

The County of Henrico will maintain its AAA General Obligation Bond ratings with Standard and Poors, Moody's Investor Service and Fitch IBCA. Currently, Henrico County is one of 47 Counties in the nation that maintains a AAA/AAA/Aaa General Obligation Bond rating.

The County of Henrico will continue its efforts of "Changing the way Henrico does business", as a means of ensuring the County's residents an efficient and highly effective local government.

The County of Henrico will utilize technological advances as a means of providing more convenient and streamlined services to citizens, increasing employee productivity and reducing the need for new positions.

The County of Henrico will allocate new dollars (after meeting fixed commitments such as debt service requirements and benefits changes) to the areas of Education and Public Safety first.

The County of Henrico will attempt to utilize benefits of new economic development successes as a means of maintaining the low tax rate environment the residents currently enjoy. In addition, the County will maintain a balance between the need for real estate tax relief for residents with the long-term operational needs of the County. In that regard, **the FY24 Annual Fiscal Plan is based on a proposed Real Estate Tax rate of \$0.85/\$100 of assessed valuation for CY23 real estate tax levies.**

The County of Henrico will continue its proactive efforts to bolster the quality of life our residents now enjoy.

### **Budgetary Guidelines:**

The County's budgetary policies are based upon guidelines and restrictions established by State and County Code and Generally Accepted Accounting Principles (GAAP) for Governmental entities. These provisions set forth the County's fiscal year, public hearing and advertising requirements, restrictions on taxation, and also stipulate that the County must maintain a balanced budget.

The County's budget may be considered balanced if estimated revenues meet planned expenditures.

### **Cash Management:**

The County will invest public funds in a manner that provides the highest investment return with the maximum safety while meeting daily cash flow demands. The County will deposit available funds on the same day they are received.

### **Capital Improvement Program Guidelines:**

The County will develop a Five-Year Capital Improvement Program annually. The first year of this plan or a portion thereof will be approved by the Board of Supervisors after legal advertising and public hearing requirements have been met.

The County's Capital Improvement Program will utilize debt financing as a funding source only after it has been determined that the County can afford to service this debt and associated operating costs in subsequent years. The County will attempt to maximize the use of pay-as-you-go financing for capital projects.

*Financial Guidelines (continued)*

The County will continue to enhance the level of pay-as-you-go funding in the annual Capital budget as a means of reducing reliance on debt financing for capital projects.

The County will ensure that all operating costs arising from approved capital projects are accounted for in the operating budget, through the compilation of an annual crosswalk analysis that captures all such costs.

The County will maintain its physical assets at a level adequate to protect the County's capital investment and minimize future maintenance and replacement costs. The operating budget will provide for the adequate maintenance of these facilities and infrastructure.

**Debt Guidelines:**

A long-term debt affordability analysis will be completed on an annual basis as a means of ensuring that the County does not exceed its ability to service current and future debt requirements. This analysis will verify that the County is maintaining the following prescribed ratios and will be performed in conjunction with the County's Capital Improvement Program Process. The guidelines that are utilized are as follows:

Debt Service as a Percentage of General Fund Expenditures: 7.75%  
Debt as a Percentage of Assessed Value: 1.49%

The County will adopt annual water and sewer rates that will generate sufficient revenues to meet the legal requirements of Enterprise Fund bond covenants. These rates will also allow for adequate capital replacement in water and sewer systems.

**Revenues:**

Multi-Year revenue and expenditure forecasts for all County funds will be included as a part of the Adopted Annual Fiscal Plan.

The County of Henrico will attempt to maintain a stable but diversified revenue base as a means of sheltering it from fluctuations in the economy.

The County will continue to strive to exceed a 70% residential – 30% commercial real estate assessment ratio. Maintaining a healthy commercial ratio will help the County maintain current tax rates while continuing to enhance service delivery efforts – particularly in the area of Education.

While revenues are monitored continually, a report is compiled quarterly that depicts current year trends, receipts, and explains any unanticipated revenue variances.

With the approval by the voters of a referendum on November 5, 2013 and subsequent ordinance approved by the Board of Supervisors on February 25, 2014, all revenues generated by a 4% tax on food and beverages sold in restaurants, commonly known as a "meals tax", will support the operations and capital infrastructure of Henrico County Public Schools.

*Financial Guidelines (continued)*

**Fund Balance Guidelines:**

The County has, over time, maintained a healthy unassigned fund balance – as compared to similar sized Virginia localities. As a percentage of actual General Fund expenditures, the County’s unassigned (formally undesignated) fund balance has been:

FY99:	10.67%
FY00:	12.90%
FY01:	15.54%
FY02:	16.69%
FY03:	17.79%
FY04:	18.04%
FY05 to FY11:	18.00%
FY12 to current:	15.00%

During the FY2005-06 budget, the Board of Supervisors agreed with a policy recommendation to maintain the undesignated fund balance at a level of 18.0 percent of General Fund expenditures effective June 30, 2006. During the fiscal year-end closing of the County’s books, any funding over the agreed upon level of unassigned fund balance will be allocated to a Capital Reserve Fund for future allocation as a pay-as-you-go funding source in the Capital Budget. The policy of maintaining this reserve will be examined on an annual basis, during the budget process.

During the FY2012-13 Approved Budget, the Board of Supervisors agreed to reduce the amount of unassigned fund balance maintained from 18.0 percent to 15.0 percent of General Fund expenditures. The one-time funding generated due to this reduction as of June 30, 2012 was assigned to a dedicated vehicle replacement reserve that was used to replace police vehicles, fire apparatus and school buses.

The County will not use its unassigned fund balance to subsidize current operations.

*Note: The fund balance portrayal above is different than the analysis performed annually in the Trends document. The Trends portrayal examines the Unassigned Fund Balance as a percentage of revenues in the Operating Funds – which includes the General, Special Revenue and Debt Service Funds. The portrayal above reflects the County’s Unassigned Fund Balance as a percentage of General Fund Expenditures.*

**Inter-Fund Guidelines:**

The General Fund will be reimbursed annually by the Enterprise Fund for general and administrative services provided such as finance, personnel, and administration.

The General Fund will reimburse the Enterprise Fund, on an annual basis, for debt service requirements associated with the Elko Tract Infrastructure Improvement Bonds.

The General Fund will subsidize the Solid Waste Operation for costs not recouped from user fees associated with curbside recycling, bulky waste pickup, neighborhood cleanups and bagged leaf collection.

**REVENUE  
AND  
EXPENDITURE  
SUMMARIES**

**COUNTY OF HENRICO, VIRGINIA  
SOURCE OF PROPOSED REVENUES  
- ALL FUNDS -**

<b>Function/Program</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Revenue from Local Sources:</b>			
General Property Taxes	\$538,133,142	\$ 578,420,000	\$641,410,000
Other Local Taxes	222,552,377	195,060,000	203,060,000
Permits, Fees, and Licenses	\$11,310,049	7,828,905	7,378,000
Fines and Forfeitures	1,674,840	2,531,845	2,001,845
Use of Money and Property	(\$6,383,605)	3,440,536	4,361,448
Charges for Services	182,383,594	180,564,237	190,930,132
Recovered Costs	\$164,482,290	174,104,532	183,995,380
Miscellaneous	20,967,767	16,850,968	15,428,268
Shared Expenses	\$561,782	560,786	588,826
<b>Total from Local Sources</b>	<b>\$1,135,682,236</b>	<b>\$1,159,361,809</b>	<b>\$1,249,153,899</b>
<b>Revenue from the Commonwealth:</b>			
Non-categorical Aid	52,234,899	19,913,345	16,885,940
Shared Expenses	20,523,750	20,463,567	21,295,085
Categorical Aid	421,003,315	444,474,481	479,272,369
<b>Total from the Commonwealth</b>	<b>493,761,964</b>	<b>\$484,851,393</b>	<b>\$517,453,394</b>
<b>Revenue from the Federal Government:</b>			
Categorical Aid	105,228,999	71,001,435	78,800,470
<b>Total from the Federal Government</b>	<b>\$105,228,999</b>	<b>\$71,001,435</b>	<b>\$78,800,470</b>
<b>Total Revenues</b>	<b>\$1,734,673,199</b>	<b>\$1,715,214,637</b>	<b>\$1,845,407,763</b>
<b>Fund Balance/Retained Earnings</b>			
(To) From Fund Balance	(100,007,795)	(27,533,091)	(23,672,641)
Use of Fund Balance - Sidewalks	-	2,500,000	2,500,000
Use of Fund Balance - Designated Capital Reserve	-	3,850,000	17,000,000
Use of Fund Balance - Vehicle Reserve	-	13,500,000	13,500,000
Use of Fund Balance - Bond Project Planning Reserve	-	15,000,000	-
Use of Fund Balance - Tourism Reserve	-	5,000,000	-
Use of Fund Balance - Community Revitalization Reserve	-	2,000,000	2,000,000
Use of Fund Balance - Henrico Investment Program	-	750,000	750,000
Use of Fund Balance - Recycling Cost Reserve	-	-	3,049,500
(To) From Fund Balance - Meals Tax Reserve	-	5,000,000	-
From Fund Balance - Schools State Aid Reserve	-	-	5,050,000
From Fund Balance - Home Purchase Assistance Reserve	-	-	2,000,000
(To) From Fund Balance - Capital Initiatives	-	-	250,000
From Sinking Fund - Bond Ops	-	1,378,386	3,221,228
(To) From Special Revenue Fund	-	-	-
(To) From Water & Sewer Enterprise Fund	-	-	-
(To) From Debt Service Fund	-	-	-
(To) From Internal Service Funds	-	-	-
(To) From Agency Funds	-	-	-
Total Fund Balance	(100,007,795)	21,445,295	25,648,087
<b>Total Revenues and Fund Balances</b>	<b>1,634,665,404</b>	<b>\$1,736,659,932</b>	<b>\$1,871,055,850</b>
Operating Transfers to Capital Projects Fund	(63,183,241)	(70,348,000)	(72,798,000)
Interdepartmental Billings	(\$121,405,919)	(127,704,873)	(\$131,335,792)
<b>Total Source of Funding</b>	<b>1,450,076,244</b>	<b>\$1,538,607,058</b>	<b>\$1,666,922,058</b>

**COUNTY OF HENRICO, VIRGINIA  
TOTAL PROPOSED EXPENDITURES  
- ALL FUNDS -**

	FY22	FY23	FY24
	Actual	Original	Proposed
<b>Department</b>			
Agriculture and Home Extension	407,362	420,787	443,364
Board of Supervisors	\$1,269,540	\$1,221,982	\$989,761
Building Inspections	4,715,825	5,420,220	5,741,499
Capital Region Workforce Partnership	4,589,508	4,813,545	4,614,619
Circuit Court Clerk	2,698,973	2,951,383	3,271,624
Circuit Court Services	927,142	866,311	898,105
Commonwealth's Attorney	7,652,321	8,026,666	8,455,729
Community Corrections Program	2,254,531	2,557,442	2,821,731
Community Revitalization	5,263,040	2,086,661	2,200,000
County Attorney	3,027,987	3,005,188	3,102,672
County Manager	1,902,600	1,935,704	2,335,318
Debt Service	77,487,256	78,452,484	78,000,000
Economic Development	22,217,536	18,585,699	24,927,539
Education	668,492,717	712,757,766	768,124,425
Electoral Board	1,921,365	2,212,172	2,426,568
Emergency Communications	0	0	8,973,627
Emergency Management	1,190,397	1,059,447	1,136,068
Finance	26,707,108	26,844,562	28,739,824
Fire	79,243,639	79,693,202	85,074,259
General District Court	348,239	494,777	512,001
General Services	36,502,107	39,591,416	42,088,367
Healthcare	143,909,042	145,827,244	153,779,481
Human Resources	9,995,440	11,732,749	16,183,297
Information Technology	17,631,857	18,535,074	20,255,029
Interdepartmental Billings	(121,405,919)	(127,704,873)	(131,335,792)
Internal Audit	540,203	708,991	763,490
James River Juvenile Detention Center	5,742,741	6,181,048	6,316,035
Juvenile & Domestic Relations Court Services	113,626	111,025	218,675
Juvenile Detention	2,528,196	2,727,484	2,939,702
Juvenile Probation	25,788	23,072	23,072
Library	19,393,514	22,389,665	23,869,681
Magistrate	7,139	6,286	6,286
Mental Health & Developmental Services	39,261,181	46,306,618	52,094,788
Non-Departmental	23,157,133	15,736,171	16,797,079
Opioid Abatement Funding	0	0	295,838
Permit Centers	842,997	1,089,218	1,067,491
Planning	4,199,978	5,139,389	5,357,447
Police	96,430,839	95,584,809	99,960,492
Public Health	2,888,239	2,967,497	3,130,561
Public Relations	2,118,020	2,274,217	2,374,316
Public Utilities	102,877,160	129,204,926	141,384,906
Public Works	46,731,521	59,315,365	60,311,272
Recreation & Parks	20,831,494	23,331,970	25,682,500
Sheriff	49,659,399	47,418,558	50,920,564
Social Services	29,963,873	31,394,880	33,488,720
Sports and Entertainment Authority	376,382	665,347	1,079,094
Technology Replacement	2,421,875	3,001,314	3,841,471
VJCCA	1,015,333	1,109,967	1,239,463
<b>Total Expenditures</b>	<b>\$1,450,076,244</b>	<b>\$1,538,075,425</b>	<b>\$1,666,922,058</b>



**COUNTY OF HENRICO, VIRGINIA  
PROPOSED GENERAL FUND REVENUES**

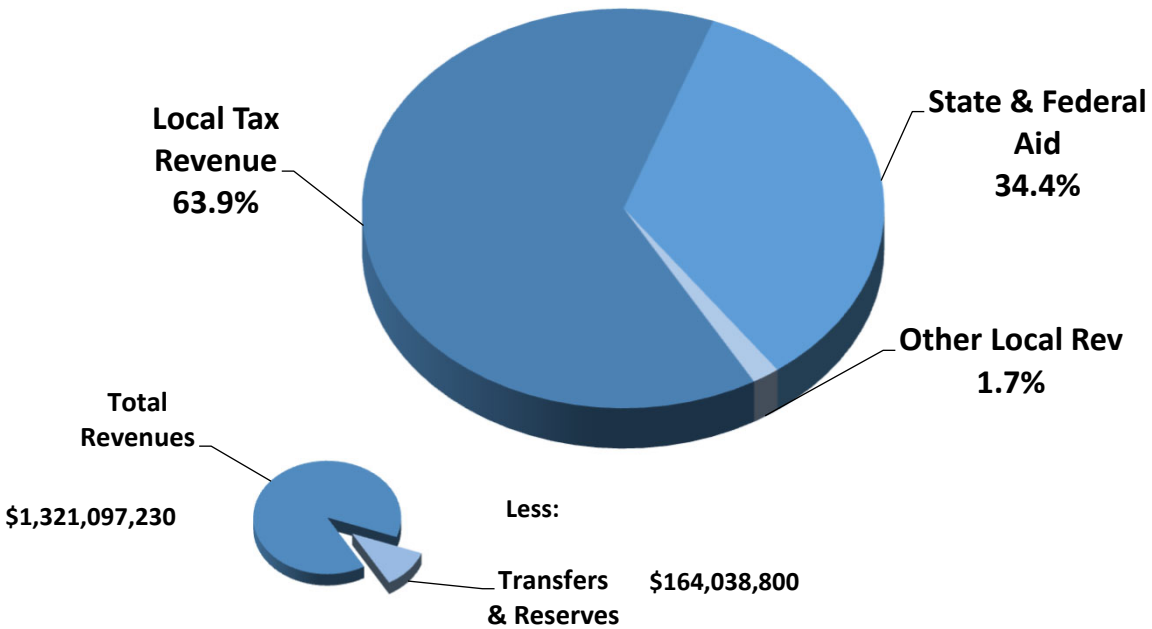
Function/Program	FY22 Actual	FY23 Original	FY24 Proposed
<b>Revenue from Local Sources</b>			
General Property Taxes	\$538,133,142	\$578,420,000	\$641,410,000
Other Local Taxes	222,552,377	195,060,000	203,060,000
Permits, Fees, & Licenses	11,310,049	6,754,000	6,481,000
Fines & Forfeitures	1,674,840	2,085,000	1,575,000
From Use of Money & Property	(7,082,782)	2,381,700	3,314,000
Charges for Services	3,581,199	3,751,500	3,335,000
Miscellaneous	4,717,387	3,696,000	3,659,000
Recovered Costs	4,984,008	4,372,000	4,168,500
<b>Total from Local Sources</b>	<b>\$779,870,220</b>	<b>\$796,520,200</b>	<b>\$867,002,500</b>
<b>Revenue from the Commonwealth</b>			
Categorical Aid			
Education	\$306,182,755	\$324,597,000	\$353,995,000
Public Works	51,028,804	50,162,865	51,287,730
Public Safety (HB #599)	9,483,984	9,500,000	10,500,000
Other	\$5,053,709	5,198,000	5,665,000
<b>Total Categorical Aid</b>	<b>\$371,749,252</b>	<b>\$389,457,865</b>	<b>\$421,447,730</b>
Non-Categorical Aid:			
General Government	\$52,234,899	\$13,557,000	\$12,567,000
<b>Total Non-Categorical Aid</b>	<b>\$52,234,899</b>	<b>\$13,557,000</b>	<b>\$12,567,000</b>
Shared Expenses:			
State Share of Salaries & Benefits	\$18,810,788	\$18,935,000	\$19,695,000
<b>Total Shared Expenses</b>	<b>\$18,810,788</b>	<b>\$18,935,000</b>	<b>\$19,695,000</b>
<b>Total from the Commonwealth</b>	<b>\$442,794,939</b>	<b>\$421,949,865</b>	<b>\$453,709,730</b>
<b>Revenue from the Federal Government</b>			
Federal Aid	\$255,596	\$385,000	\$385,000
<b>Total from the Federal Government</b>	<b>\$255,596</b>	<b>\$385,000</b>	<b>\$385,000</b>
<b>Total Revenues</b>	<b>\$1,222,920,755</b>	<b>\$1,218,855,065</b>	<b>\$1,321,097,230</b>
<b>Interfund Transfers</b>			
To Debt Service Fund	(\$78,346,649)	(\$78,452,484)	(\$77,631,422)
To Capital Projects Fund	(63,183,241)	(70,348,000)	(72,798,000)
To Enterprise Fund	(1,932,108)	(2,990,750)	(7,150,500)
To Technology Replacement	(3,000,000)	(3,000,000)	(3,500,000)
To CAM	(2,064,000)	(112,780)	(327,360)
To Risk Management	(14,593,570)	(9,524,109)	(9,619,234)
To Special Revenue Fund	(40,392,503)	(39,309,305)	(47,602,602)
To JRJDC Agency Fund	(3,451,088)	(3,624,201)	(3,805,410)
To OPEB-GASB 45 Fiduciary Fund	(2,675,000)	(2,675,000)	(2,675,000)
To Line of Duty	(1,250,000)	(1,250,000)	(1,250,000)
To Long-Term Disability	(600,000)	(600,000)	(650,000)
<b>Total Transfers</b>	<b>(\$211,488,159)</b>	<b>(\$211,886,629)</b>	<b>(\$227,009,528)</b>
<b>Fund Balance</b>			
Use of Fund Balance - Capital Projects	0	7,650,000	13,650,000
Use of Fund Balance - Sidewalks	0	2,500,000	2,500,000
Use of Fund Balance - Designated Capital Reserve	0	3,850,000	17,000,000
Use of Fund Balance - Vehicle Replacement Reserve	0	13,500,000	13,500,000
Use of Fund Balance - Bond Project Planning	0	15,000,000	0
Use of Fund Balance - Tourism Reserve	0	5,000,000	0
Use of Fund Balance - Schools State Aid Reserve	0	0	5,050,000
Use of Fund Balance - Community Revitalization Reserve	0	2,000,000	2,000,000
Use of Fund Balance - Home Purchase Assistance Program	0	0	2,000,000
Use of Fund Balance - Henrico Investment Program	0	750,000	750,000
Use of Fund Balance - Capital Initiatives	0	0	250,000
Use of Fund Balance - Recycling Cart Reserve	0	0	3,049,500
(To) From Fund Balance - Meals Tax Reserve	0	5,000,000	0
From Sinking Fund	0	1,378,386	3,221,228
(To) Fund Balance - General Fund	(13,509,860)	0	0
<b>Total Resources Net of Transfers</b>	<b>\$997,922,736</b>	<b>\$1,063,596,822</b>	<b>\$1,157,058,430</b>

**COUNTY OF HENRICO, VIRGINIA  
PROPOSED GENERAL FUND EXPENDITURES**

<b>Function/Activity</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Expenditures</b>			
General Government Administration	\$63,717,308	\$69,436,586	\$78,592,275
Judicial Administration	10,364,786	10,957,805	11,725,928
Public Safety	228,637,775	230,215,605	254,143,711
Public Works	46,659,453	58,418,365	59,414,272
Public Health	2,888,239	2,967,497	3,130,561
Education	554,851,557	602,656,057	650,376,582
Recreation, Parks, & Culture:	40,587,993	46,386,982	49,552,181
Community Development	27,058,492	27,321,754	33,995,841
Miscellaneous	23,157,133	15,236,171	16,127,079
<b>Total General Fund Expenditures</b>	<b>\$997,922,736</b>	<b>\$1,063,596,822</b>	<b>\$1,157,058,430</b>

## FY23 GENERAL FUND REVENUES

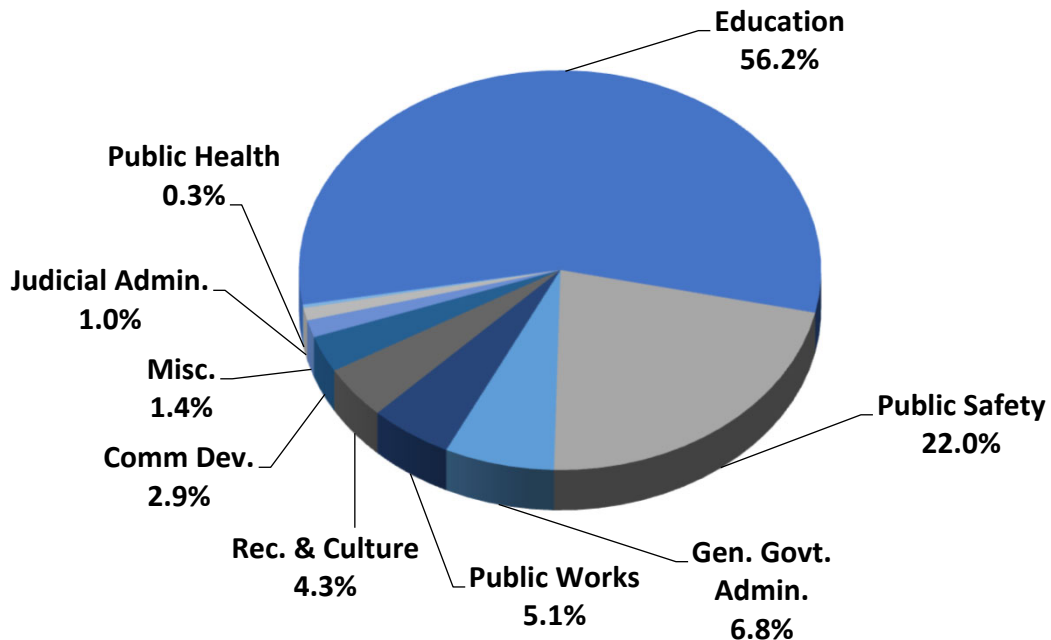
**\$1,157,058,430**



Note: General Fund Revenues less Transfers & Reserves equals General Fund Expenditures of \$1,157,058,430

## FY23 GENERAL FUND EXPENDITURES

**\$1,157,058,430**



**COUNTY OF HENRICO, VIRGINIA  
SPECIAL REVENUE FUND REVENUES**

<b>Subfund/Activity</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Capital Region Workforce Partnership (CRWP)</b>			
CRWP	\$4,533,508	\$4,755,545	\$4,562,700
Transfer From the General Fund	56,000	58,000	51,919
<b>Total Capital Region Workforce Partnership</b>	<b>\$4,589,508</b>	<b>\$4,813,545</b>	<b>\$4,614,619</b>
<b>Commonwealth's Attorney</b>			
Special Drug Prosecutor	147,113	127,104	150,000
Victim/Witness Assistance Program	598,478	674,155	669,437
Asset Forfeitures	25,336	0	0
Transfer From the General Fund	694,897	720,456	840,127
<b>Total Commonwealth's Attorney</b>	<b>\$1,465,824</b>	<b>\$1,521,715</b>	<b>\$1,659,564</b>
<b>Community Corrections Program</b>			
CCP	\$1,365,184	\$1,592,103	\$1,643,941
CCP - Drug Court	253,208	262,410	262,410
Transfer From the General Fund	636,139	702,929	915,380
<b>Total Community Corrections</b>	<b>\$2,254,531</b>	<b>\$2,557,442</b>	<b>\$2,821,731</b>
<b>Community Development Block Grant</b>			
CDBG/HOME	\$2,618,678	\$0	\$0
ESG	773,073	0	0
Transfer from the General Fund	53,391	0	0
<b>Total Community Development Block Grant</b>	<b>\$3,445,142</b>	<b>\$0</b>	<b>\$0</b>
<b>Economic Development</b>			
Transfer From General Fund	2,427,279	0	0
<b>Total Economic Development</b>	<b>\$2,427,279</b>	<b>\$0</b>	<b>\$0</b>
<b>Education</b>			
State, Federal & Other Grants	\$76,824,992	\$70,060,512	\$73,727,741
<b>Total Schools Grants</b>	<b>\$76,824,992</b>	<b>\$70,060,512</b>	<b>\$73,727,741</b>
Cafeteria Receipts	\$378,279	\$7,180,000	\$7,000,000
State Food Payments - Nat. Sch. Lunch Prog.	1,185,683	850,000	1,964,100
Federal School Lunch Program	14,156,448	12,231,779	14,040,229
Federal School Breakfast Program	4,327,171	4,500,000	4,500,000
Recoveries & Rebates	303,058	500,000	500,000
Sale of Equipment	11,552	10,000	9,500
Miscellaneous	2,331,740	249,500	0
(To) From Cafeteria Fund Balance	5	119,918	0
<b>Total School Cafeteria</b>	<b>\$22,693,936</b>	<b>\$25,641,197</b>	<b>\$28,013,829</b>
Children's Services Act (CSA)*			
State/Federal Aid	\$9,017,493	\$9,017,493	\$10,006,273
Transfer from the General Fund	5,104,739	5,382,507	6,000,000
<b>Total CSA</b>	<b>\$14,122,232</b>	<b>\$14,400,000</b>	<b>\$16,006,273</b>
<b>Total Education</b>	<b>\$113,641,160</b>	<b>\$110,101,709</b>	<b>\$117,747,843</b>
<b>Juvenile &amp; Domestic Relations VJCCA/USDA</b>			
Virginia Juvenile Community Crime Act	\$390,110	\$390,109	\$390,109
USDA	32,795	25,332	30,332
(To) From Special Revenue Fund Balance	(15,556)	0	75,000
Transfer From the General Fund	607,984	694,526	744,022
<b>Total Juvenile &amp; Domestic Relations VJCCA/USDA</b>	<b>\$1,015,333</b>	<b>\$1,109,967</b>	<b>\$1,239,463</b>

SPECIAL REVENUE FUND REVENUES (cont.)

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Mental Health &amp; Developmental Services</b>			
State and Federal Grants	\$14,497,120	\$13,012,621	\$13,502,366
Payments from Other Localities	262,040	262,040	265,850
Miscellaneous Revenues	11,212,406	13,766,820	16,113,440
(To) From Special Revenue Fund Balance	(4,833,574)	0	1,147,995
Transfer From General Fund	18,123,189	19,265,137	21,065,137
<b>Total Mental Health &amp; Developmental Services</b>	<b>\$39,261,181</b>	<b>\$46,306,618</b>	<b>\$52,094,788</b>
<b>Non-Departmental</b>			
Transfer From General Fund	\$0	\$250,000	\$420,000
Miscellaneous Revenues	\$0	\$250,000	\$250,000
<b>Total Non-Departmental</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$670,000</b>
<b>Public Safety</b>			
Police - State & Federal Grants	\$813,292	\$0	\$0
Police - Wireless	\$809,466	\$1,201,115	\$0
Metro Aviation/Extradition Reimbursement	287,625	359,668	436,668
Metro Aviation Fund Balance (Plane Purchase)	1,835,845	0	0
Fire - State & Federal	312,592	0	0
Emergency Management - State & Federal	75,204	0	0
Sheriff - Commissary Fund	219,535	0	0
Sheriff - State and Federal Grants	27,843	0	0
Asset Forfeitures	622,901	0	0
Transfer From General Fund	126,217	127,332	165,832
<b>Total Public Safety</b>	<b>\$5,130,520</b>	<b>\$1,688,115</b>	<b>\$602,500</b>
<b>Public Utilities</b>			
Solid Waste			
Refuse Collection Billing	\$11,221,724	\$12,000,000	\$12,600,000
Public Use/Host/Recycle Fees	2,279,632	2,095,000	2,330,000
Miscellaneous Revenues	385,803	207,500	320,000
State Revenues	58,806	35,000	50,000
Transfer From General Fund	3,371,409	3,371,409	6,420,909
(To) From Solid Waste Fund Balance	(1,115,390)	551,025	2,747,351
<b>Total Solid Waste</b>	<b>\$16,201,984</b>	<b>\$18,259,934</b>	<b>\$24,468,260</b>
Street Lighting			
Charge for Street Lights	\$227,348	\$84,100	\$100,000
(To) From Reserve for Street Lights	(163,696)	0	0
<b>Total Street Lighting</b>	<b>\$63,652</b>	<b>\$84,100</b>	<b>\$100,000</b>
<b>Total Public Utilities</b>	<b>\$16,265,636</b>	<b>\$18,344,034</b>	<b>\$24,568,260</b>
<b>Public Works</b>			
Best Management Practices	\$72,068	\$50,000	\$50,000
Watershed Management Program	0	847,000	847,000
<b>Total Public Works</b>	<b>\$72,068</b>	<b>\$897,000</b>	<b>\$897,000</b>
<b>Recreation, Parks, &amp; Culture</b>			
Recreation	\$0	\$0	\$0
Sports & Entertainment Authority - Transfer from GF*	\$0	\$0	\$1,079,094
Public Library	13,397	0	0
<b>Total Recreation, Parks, &amp; Culture</b>	<b>\$13,397</b>	<b>\$0</b>	<b>\$1,079,094</b>

\*FY22 Actuals and FY23 Budget for the Sports & Entertainment Authority reflected in the General Fund.

SPECIAL REVENUE FUND REVENUES (cont.)

<b>Subfund/Activity</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Social Services</b>			
State and Federal Grants - Social Services	\$18,067,715	\$19,766,744	\$19,722,228
Transfer From the General Fund - Social Services	5,643,680	6,110,898	6,900,182
(To) From Special Revenue Fund Balance	(844,002)	0	0
State and Federal Grants - CSA	147,604	127,499	143,649
Children's Services Act (CSA)*	4,039,473	2,763,629	3,722,661
Transfer From the General Fund - CSA Medicaid	809,360	750,000	1,000,000
Transfer From the General Fund - CSA *	2,100,043	1,876,110	2,000,000
*Note: Beginning in FY2021 HCPS portion of CSA is reflected in Education			
<b>Total Social Services</b>	<b>\$29,963,873</b>	<b>\$31,394,880</b>	<b>\$33,488,720</b>
<b>Opioid Abatement Authority Funding</b>			
Opioid Settlement Payments	\$0	\$0	\$295,838
<b>Total Opioid Abatement Authority Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$295,838</b>
<b>Total Revenues</b>	<b>\$219,488,070</b>	<b>\$219,235,025</b>	<b>\$241,779,420</b>

**COUNTY OF HENRICO, VIRGINIA  
SPECIAL REVENUE FUND EXPENDITURES**

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Capital Region Workforce Partnership (CRWP)</b>			
Capital Region Workforce Partnership (CRWP)	\$4,589,508	\$4,813,545	\$4,614,619
<b>Total CRWP</b>	<b>\$4,589,508</b>	<b>\$4,813,545</b>	<b>\$4,614,619</b>
<b>Circuit Court Clerk</b>			
Circuit Court Clerk	(\$57,382)	\$0	\$0
<b>Total Circuit Court Clerk</b>	<b>(\$57,382)</b>	<b>\$0</b>	<b>\$0</b>
<b>Commonwealth's Attorney</b>			
Victim/Witness Program	1,255,112	1,328,303	1,419,709
Special Drug Prosecutor	185,376	193,412	239,855
Asset Forfeitures - Commonwealth's Attorney	25,336	0	0
<b>Total Commonwealth's Attorney</b>	<b>\$1,465,824</b>	<b>\$1,521,715</b>	<b>\$1,659,564</b>
<b>Community Corrections Program</b>			
CCP	\$1,838,471	\$2,076,555	\$2,304,115
CCP - Drug Court	416,060	480,887	517,616
<b>Total Community Corrections Program</b>	<b>\$2,254,531</b>	<b>\$2,557,442</b>	<b>\$2,821,731</b>
<b>Community Revitalization</b>			
CDBG	\$2,117,183	\$0	\$0
Home	501,495	0	0
Local Business Assistance	53,055	0	0
ESG	773,073	0	0
Community Revitalization	336	0	0
<b>Total Community Revitalization</b>	<b>\$3,445,142</b>	<b>\$0</b>	<b>\$0</b>
<b>Economic Development</b>			
EDA Agreements	\$2,427,279	\$0	\$0
<b>Total Economic Development</b>	<b>\$2,427,279</b>	<b>\$0</b>	<b>\$0</b>
<b>Education</b>			
State, Federal & Other Grants	\$76,824,992	\$70,060,512	\$73,727,741
School Cafeterias	22,693,936	25,641,197	28,013,829
Children's Services Act (CSA)	14,122,232	14,400,000	16,006,273
<b>Total Education</b>	<b>\$113,641,160</b>	<b>\$110,101,709</b>	<b>\$117,747,843</b>
<b>Juvenile &amp; Domestic Relations Court</b>			
Probation - VJCCA	\$636,370	\$700,568	\$801,908
Detention - VJCCA	322,451	384,067	407,223
Juvenile Detentiion	23,717	0	0
USDA	32,795	25,332	30,332
<b>Total Juvenile &amp; Domestic Relations Court</b>	<b>\$1,015,333</b>	<b>\$1,109,967</b>	<b>\$1,239,463</b>
<b>Mental Health &amp; Developmental Services</b>			
Clinical Services	\$20,103,021	\$23,828,475	\$27,306,691
Community Support Services	12,539,651	14,515,584	16,260,606
Administrative and Program Support	6,618,509	7,962,559	8,527,491
<b>Total Mental Health</b>	<b>\$39,261,181</b>	<b>\$46,306,618</b>	<b>\$52,094,788</b>
<b>Non-Departmental</b>			
Non-Departmental	\$0	\$500,000	\$670,000
<b>Total Non-Departmental</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$670,000</b>

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Public Safety</b>			
State and Federal Grants - Police	\$813,292	\$0	\$0
Communications	809,466	1,201,115	0
Metro Aviation	2,186,764	387,000	502,500
Henrico Extraditions	62,923	100,000	100,000
Asset Forfeitures - Police	622,901	0	0
State and Federal Grants - Fire	312,592	0	0
State and Federal Grants - Emergency Management	75,204	0	0
Sheriff - Commissary Fund	219,535	0	0
Sheriff - State and Federal Grants	27,843	0	0
<b>Total Public Safety</b>	<b>\$5,130,520</b>	<b>\$1,688,115</b>	<b>\$602,500</b>
<b>Public Utilities</b>			
Solid Waste	\$16,201,984	\$18,259,934	\$24,468,260
Street Lighting	63,652	84,100	100,000
<b>Total Public Utilities</b>	<b>\$16,265,636</b>	<b>\$18,344,034</b>	<b>\$24,568,260</b>
<b>Public Works</b>			
Best Management Practices	\$72,068	\$50,000	\$50,000
Watershed Program	0	847,000	847,000
<b>Total Public Works</b>	<b>\$72,068</b>	<b>\$897,000</b>	<b>\$897,000</b>
<b>Recreation, Parks &amp; Culture</b>			
Sports & Entertainment Authority*	\$0	\$0	\$1,079,094
Public Library	\$13,397	0	0
*FY22 Actuals and FY23 Budget for the Sports & Entertainment Authority reflected in the General Fund.			
<b>Total Recreation, Parks, &amp; Culture</b>	<b>\$13,397</b>	<b>\$0</b>	<b>\$1,079,094</b>
<b>Social Services</b>			
Administration	16,572,014	19,756,824	20,697,311
Public Welfare Board	37,915	290,489	290,489
Public Assistance	6,257,464	5,830,329	5,634,610
Children's Services Act (CSA)*	7,096,480	5,517,238	6,866,310
*Note: Beginning in FY2021 HCPS portion of CSA is reflected in Education expenses			
<b>Total Social Services</b>	<b>\$29,963,873</b>	<b>\$31,394,880</b>	<b>\$33,488,720</b>
<b>Opioid Abatement Authority Funding</b>			
Sheriff	0	0	147,733
Mental Health & Developmental Services	0	0	148,105
<b>Total Opioid Abatement Authority Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$295,838</b>
<b>Total Expenditures</b>	<b>\$219,488,070</b>	<b>\$219,235,025</b>	<b>\$241,779,420</b>



**COUNTY OF HENRICO, VIRGINIA**  
**PROPOSED REVENUES AND EXPENDITURES - WATER & SEWER ENTERPRISE FUND**

	FY22 Actual	FY23 Original	FY24 Proposed
<b>Revenues/Resources</b>			
Sale of Water	\$65,401,751	\$65,648,600	\$69,223,395
Sale of Sewer	64,857,880	64,255,309	67,849,989
Water Charges	6,471,138	4,927,994	5,122,244
Sewer Charges	8,717,505	5,902,726	6,151,376
Strong Waste Surcharge	640,929	335,000	375,000
City of Richmond	1,245,359	1,215,688	1,215,688
Interest Earnings	357,439	893,611	525,000
Federal Funding	2,572,081	0	0
Other Water/Sewer Revenues	9,290,005	1,545,689	1,528,204
Transfer from General Fund	7,282,108	2,990,750	7,150,500
<b>Total Operating Revenues</b>	<b>\$166,836,195</b>	<b>\$147,715,367</b>	<b>\$159,141,396</b>
<b>Operating Expenditures</b>			
Personnel	\$18,054,418	\$22,662,663	\$24,253,350
Operating	51,059,792	55,144,433	60,745,947
Capital Outlay	558,151	1,862,788	2,168,488
<b>Sub-Total Operating</b>	<b>\$69,672,361</b>	<b>\$79,669,884</b>	<b>\$87,167,785</b>
Debt Service	16,939,163	31,191,008	29,648,861
<b>Total Operating Expenditures</b>	<b>\$86,611,524</b>	<b>\$110,860,892</b>	<b>\$116,816,646</b>
<b>Results of Operations (Prior to Capital Expenses)</b>	<b>(80,224,671)</b>	<b>(36,854,475)</b>	<b>(42,324,750)</b>
<b>Budget For Capital Use (Below)</b>	<b>(59,274,802)</b>	<b>(60,450,000)</b>	<b>(42,324,750)</b>
<b>Capital Budget Expenditures</b>			
Approved Capital Projects (FY23 Budget)	\$0	\$75,450,000	\$0
Approved Capital Projects (New FY24 Budget)	0	0	100,900,000
Continuing Capital Projects (Previously Approved) <sup>(1)</sup>	59,274,802	0	0
<b>Total Capital Budget Expenses:</b>	<b>\$59,274,802</b>	<b>\$75,450,000</b>	<b>\$100,900,000</b>
<b>Capital Budget Resources</b>			
Water and Sewer Revenues	59,274,802	60,450,000	42,324,750
Water and Sewer Fund Balance	0	15,000,000	58,575,250
<b>Total Capital Budget Resources:</b>	<b>\$59,274,802</b>	<b>\$75,450,000</b>	<b>\$100,900,000</b>

Notes:

(1) This number plus the budget figure reflects Utilities estimate of capital spending from previously Board approved capital projects. FY2022 represents actual spending, as per the 2022 audit.

**COUNTY OF HENRICO, VIRGINIA**  
**PROPOSED REVENUES AND EXPENDITURES - FIDUCIARY FUNDS**

Fund	FY22 Actual	FY23 Original	FY24 Proposed
<b>JRJDC Agency Fund Revenues</b>			
Transfer from General Fund	\$3,451,088	\$3,624,201	\$3,805,410
Revenue from Federal Government	59,746	0	0
Revenue from the Commonwealth	1,712,962	1,528,567	1,600,085
Revenue from Goochland/Powhatan	534,082	560,786	588,826
Revenue from Other Localities	27,700	0	0
Interest Income	(23,205)	0	0
(To) From Fund Balance-JRJDC	(19,632)	467,494	321,714
<b>Total JRJDC Revenues</b>	<b>\$5,742,741</b>	<b>\$6,181,048</b>	<b>\$6,316,035</b>
<b>JRJDC Agency Fund Expenditures</b>			
Operating	5,560,519	6,081,048	6,216,035
Capital Projects	182,222	100,000	100,000
<b>Total JRJDC Expenditures</b>	<b>\$5,742,741</b>	<b>\$6,181,048</b>	<b>\$6,316,035</b>
<b>Other Post Employment Benefits - GASB 45 Revenues</b>			
Transfer from General Fund	\$2,675,000	\$2,675,000	\$2,675,000
Revenue from Enterprise Fund	75,000	75,000	75,000
<b>Total OPEB - GASB 45 Revenues</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>
<b>Other Post Employment Benefits - GASB 45 Expenditures</b>			
Operating	\$2,750,000	\$2,750,000	\$2,750,000
<b>Total OPEB - GASB 45 Expenditures</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>
<b>Line of Duty Act (LODA) Revenues</b>			
Operating Transfer from General Fund	\$1,250,000	\$1,250,000	\$1,250,000
(To) From Line of Duty Fund Balance	(306,722)	0	0
<b>Total LODA Revenues</b>	<b>\$943,278</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
<b>Line of Duty Act (LODA) Expenditures</b>			
Operating	\$943,278	\$1,250,000	\$1,250,000
<b>Total LODA Expenditures</b>	<b>\$943,278</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
<b>Long-Term Disability Revenues</b>			
Fiduciary Fund Balance			
Operating Transfer from General Fund	\$600,000	\$600,000	\$650,000
(To) From Long-Term Disability Fund Balance	(285,655)	\$0	\$0
<b>Total Long-Term Disability Revenues</b>	<b>314,345</b>	<b>\$600,000</b>	<b>\$650,000</b>
<b>Long-Term Disability Expenditures</b>			
Operating	\$314,345	\$600,000	\$650,000
<b>Total Long-Term Disability Expenditures</b>	<b>\$314,345</b>	<b>\$600,000</b>	<b>\$650,000</b>

**COUNTY OF HENRICO, VIRGINIA**  
**TOTAL PROPOSED REVENUES (BY SOURCE) - ACROSS ALL FUNDS**

	General Fund	Special Revenue Fund	Water & Sewer Enterprise Fund	Debt Service Fund	Internal Service Funds	Fiduciary Funds	Total All Funds
<b>Revenue from Local Sources</b>							
General Property Taxes	\$641,410,000	\$0	\$0	\$0	\$0	\$0	\$641,410,000
Other Local Taxes	203,060,000	0	0	0	0	0	203,060,000
Permits, Fees, and Licenses	6,481,000	897,000	0	0	0	0	7,378,000
Fines and Forfeitures	1,575,000	267,360	159,485	0	0	0	2,001,845
Use of Money and Property	3,314,000	247,448	0	0	800,000	0	4,361,448
Charges for Services	3,335,000	37,657,440	149,937,692	0	0	0	190,930,132
Recovered Costs	4,168,500	1,202,626	0	0	178,549,254	75,000	183,995,380
Shared Expenses	0	0	0	0	0	588,826	588,826
Miscellaneous	3,659,000	9,375,549	1,893,719	0	500,000	0	15,428,268
<b>Total from Local Sources</b>	<b>\$867,002,500</b>	<b>\$49,647,423</b>	<b>\$151,990,896</b>	<b>\$0</b>	<b>\$179,849,254</b>	<b>\$663,826</b>	<b>\$1,249,153,899</b>
<b>Revenue from the Commonwealth</b>							
Non-categorical Aid	12,567,000	4,318,940	0	0	0	0	16,885,940
Shared Expenses	19,695,000	0	0	0	0	1,600,085	21,295,085
Categorical Aid	421,447,730	57,824,639	0	0	0	0	479,272,369
<b>Total from the Commonwealth</b>	<b>\$453,709,730</b>	<b>\$62,143,579</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,600,085</b>	<b>\$517,453,394</b>
<b>Revenue from the Federal Government</b>							
Categorical Aid	385,000	78,415,470	0	0	0	0	78,800,470
<b>Total from the Federal Government</b>	<b>\$385,000</b>	<b>\$78,415,470</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$78,800,470</b>
<b>Total Revenues</b>	<b>\$1,321,097,230</b>	<b>\$190,206,472</b>	<b>\$151,990,896</b>	<b>\$0</b>	<b>\$179,849,254</b>	<b>\$2,263,911</b>	<b>\$1,845,407,763</b>
<b>Operating Transfers</b>							
Operating Transfers	(154,211,528)	47,602,602	7,150,500	77,631,422	(117,889,198)	8,380,410	(131,335,792)
Transfers to Capital Projects	(72,798,000)	0	0	0	0	0	(72,798,000)
<b>Total Resources</b>	<b>\$1,094,087,702</b>	<b>\$237,809,074</b>	<b>\$159,141,396</b>	<b>\$77,631,422</b>	<b>\$61,960,056</b>	<b>\$10,644,321</b>	<b>\$1,641,273,971</b>
<b>Fund Balance</b>							
(To) From Fund Balance	13,650,000	3,970,346	(42,324,750)	368,578	341,471	321,714	(23,672,641)
Use of Fund Balance - Sidewalks	2,500,000	0	0	0	0	0	2,500,000
Use of Fund Balance - Designated Capital Reserve	17,000,000	0	0	0	0	0	17,000,000
Use of Fund Balance - Vehicle Reserve	13,500,000	0	0	0	0	0	13,500,000
Use of Fund Balance - Community Revitalization Reserve	2,000,000	0	0	0	0	0	2,000,000
Use of Fund Balance - Henrico Investment Program	750,000	0	0	0	0	0	750,000
Use of Fund Balance - Recycling Cost Reserve	3,049,500	0	0	0	0	0	3,049,500
From Fund Balance - Schools State Aid Reserve	5,050,000	0	0	0	0	0	5,050,000
From Fund Balance - Home Purchase Assistance Reserve	2,000,000	0	0	0	0	0	2,000,000
(To) From Fund Balance - Capital Initiatives	250,000	0	0	0	0	0	250,000
From Sinking Fund - Bond Ops	3,221,228	0	0	0	0	0	3,221,228
<b>Total All Funds</b>	<b>\$1,157,058,430</b>	<b>\$241,779,420</b>	<b>\$116,816,646</b>	<b>\$78,000,000</b>	<b>\$62,301,527</b>	<b>\$10,966,035</b>	<b>\$1,666,922,058</b>

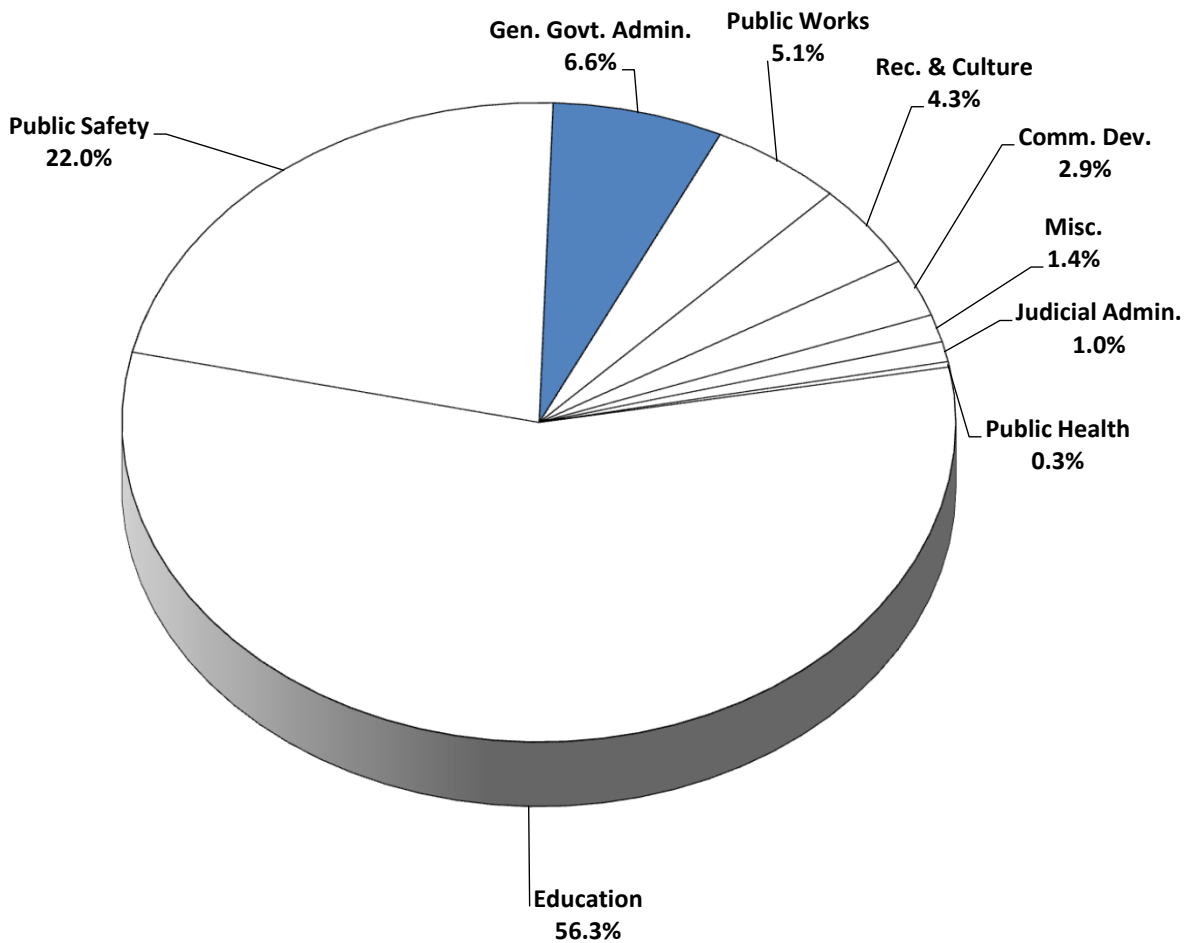
**COUNTY OF HENRICO, VIRGINIA  
TOTAL PROPOSED EXPENDITURES (BY DEPARTMENT) - ACROSS ALL FUNDS**

Department	General Fund	Special Revenue Fund	Water & Sewer Enterprise Fund	Debt Service Fund	Internal Service Funds	Fiduciary Funds	Total All Funds
Agriculture and Home Extension	443,364						\$443,364
Board of Supervisors	\$989,761						\$989,761
Building Inspections	5,741,499						\$5,741,499
Capital Region Workforce Partnership		4,614,619					\$4,614,619
Circuit Court Clerk	3,271,624						\$3,271,624
Circuit Court Services	898,105						\$898,105
Commonwealth's Attorney	6,796,165	1,659,564					\$8,455,729
Community Corrections Program		2,821,731					\$2,821,731
Community Revitalization	2,200,000						\$2,200,000
County Attorney	3,102,672						\$3,102,672
County Manager	2,335,318						\$2,335,318
Debt Service				28,057,571			\$28,057,571
Economic Development	24,927,539						\$24,927,539
Education	650,376,582	117,747,843		49,942,429			\$818,066,854
Electoral Board	2,426,568						\$2,426,568
Emergency Communications	8,973,627						\$8,973,627
Emergency Management	1,136,068						\$1,136,068
Finance	18,120,590				10,619,234		\$28,739,824
General District Court	512,001						\$512,001
General Services	16,691,234						\$16,691,234
Healthcare							
Human Resources	11,533,297				25,397,133		\$42,088,367
Information Technology	20,255,029				153,779,481	4,650,000	\$178,684,510
Interdepartmental Billings							
Internal Audit	763,490						\$763,490
James River Juvenile Detention Ctr						6,316,035	\$6,316,035
Juvenile & Domestic Relations Court Services	218,675	1,239,463					\$1,458,138
Juvenile Detention	2,939,702						\$2,939,702
Juvenile Probation	23,072						\$23,072
Library	23,869,681						\$23,869,681
Magistrate	6,286						\$6,286
Mental Health & Developmental Services							
Non-Departmental	16,127,079	52,094,788					\$68,221,867
Opioid Abatement Fund		670,000					\$670,000
Permit Center		295,838					\$295,838
Planning	1,067,491						\$1,067,491
Public Health	5,357,447						\$5,357,447
Public Relations	3,130,561						\$3,130,561
Public Safety - Fire	2,374,316						\$2,374,316
Public Safety - Police	85,074,259						\$85,074,259
Public Utilities	99,357,992	602,500					\$100,000,492
Public Works		24,568,260	116,816,646				\$141,384,906
Recreation & Parks	59,414,272	897,000					\$60,311,272
Sheriff	25,682,500						\$25,682,500
Social Services	50,920,564						\$50,920,564
Sports & Entertainment Authority		33,488,720					\$33,488,720
Technology Replacement		1,079,094					\$1,079,094
						3,841,471	\$3,841,471
	<b>\$1,157,058,430</b>	<b>\$241,779,420</b>	<b>\$116,816,646</b>	<b>\$78,000,000</b>	<b>\$62,301,527</b>	<b>\$10,966,035</b>	<b>\$1,666,922,058</b>



**GENERAL FUND**

**COUNTY OF HENRICO, VIRGINIA**  
**General Government Administration**  
**\$78,592,275**



**Total General Fund**  
**\$1,157,058,430**

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - GENERAL GOVERNMENT ADMINISTRATION**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>General Government Administration</b>			
Board of Supervisors	\$1,269,540	\$1,221,982	\$989,761
County Manager	1,902,600	1,935,704	2,335,318
County Attorney	3,027,987	3,005,188	3,102,672
Human Resources	5,987,817	7,132,749	11,533,297
Finance	14,272,520	16,320,453	18,120,590
General Services	15,045,399	16,090,056	16,691,234
Internal Audit	540,203	708,991	763,490
Information Technology	17,631,857	18,535,074	20,255,029
Public Relations	2,118,020	2,274,217	2,374,316
Electoral Board	1,921,365	2,212,172	2,426,568
<b>Total General Government Administration</b>	<b>\$63,717,308</b>	<b>\$69,436,586</b>	<b>\$78,592,275</b>



# BOARD OF SUPERVISORS

## DESCRIPTION

The County Board of Supervisors is the elected governing body of the County and is responsible for establishing policy within the framework of the Constitution of Virginia and the Code of Virginia.

Board members are elected to four-year terms by the voters in each of the five magisterial districts: Brookland, Fairfield, Three Chopt, Tuckahoe, and Varina. The Board appoints the County Manager, who is the chief administrative officer of the County. They also appoint the members of the Social Services Board, Library Board, Mental Health and Developmental Services Board, the Board of Real Estate Review and Equalization, the Planning Commission, and several other advisory boards and commissions.

The Board of Supervisors adopts the annual operating and capital budgets and appropriates all funds for expenditure.

## OBJECTIVES

- To provide broad policy direction and oversight to the County administration pursuant to the laws of the United States, Commonwealth, County, and other applicable regulations.
- To maintain minimum tax rates necessary to provide service levels which ensure a high quality of life for the citizens of Henrico County.

## BUDGET HIGHLIGHTS

The Board of Supervisors’ proposed FY24 budget includes funding for continuing correspondence with constituents and periodic “town hall” meetings, as well as office expenses and personnel costs. The County’s general advertisement requirements are also funded within the operating costs of this budget.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 811,714	\$ 849,539	\$ 917,318	8.0%
Operation	457,826	372,443	72,443	(80.5%)
Capital	0	0	0	0.0%
<b>Total</b>	<b>\$ 1,269,540</b>	<b>\$ 1,221,982</b>	<b>\$ 989,761</b>	<b>(19.0%)</b>
Personnel Complement*	4	4	4	0

\*Five Supervisor positions are not included in the personnel complement

PERFORMANCE MEASURES

	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
<b>Performance Measures</b>				
Population of County Served*	341,365	344,779	348,226	3,447
Regular Board Meetings Held	22	22	22	0
Special Board Meetings Held	22	22	22	0
Town Meetings Hosted	11	14	20	6
Board Papers Considered	336	307	300	(7)
Provisional Use Permits/Zoning Cases Considered	81	51	51	0
Board and Commission Members Appointed	115	139	139	0

\*Population data provided by the Department of Planning

BUDGET HIGHLIGHTS (CONTINUED)

The department’s budget for FY24 is \$989,761. This represents an overall decrease of \$232,221, or 19.0% compared to FY23. The decrease is due entirely to operating costs, partially offset by an increase in personnel. Operating was reduced by \$300,000, or 80.5% to account for the County’s annual financial audit payment being moved to the Department of Finance. Personnel increased by \$67,779, or 8.0%, reflecting heightened salary estimates as well as the associated benefit adjustments.

A final item to note is the increased total of “Board and Commission Members Appointed” in FY23 under the Board of Supervisors’ Performance Measures. This increase is a direct result of the Board of Supervisors, in collaboration with the County Manager, establishing five appointed community member positions within the County staff’s Environmental Committee and five appointed local youth positions in the newly created Henrico Youth Council. These groups will advise the county on various issues of significant impact. The remaining increase of appointed individuals in FY23 is a result of the creation of the GreenCity Community Development Authority.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
BOARD OF SUPERVISORS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	624,039	658,327	714,356	56,029	8.5%
50109 Vacancy Savings	0	-12,236	-12,938	-702	-5.7%
50110 FICA	45,033	50,362	53,114	2,752	5.5%
50111 Retirement VRS	46,500	56,235	60,905	4,670	8.3%
50112 Hospital/Medical Plans	91,845	92,088	96,723	4,635	5.0%
50113 Group Insurance - Life (VRS)	4,297	4,763	5,158	395	8.3%
50202 Accounting And Auditing Services	340,678	300,000	0	-300,000	-100.0%
50220 Lease/Rent Of Equipment	2,986	4,020	4,020	0	0.0%
50240 Printing and Binding	985	1,300	1,300	0	0.0%
50250 Advertising	53,210	27,000	27,000	0	0.0%
50410 Postal Services	3,288	1,900	1,900	0	0.0%
50412 Telecommunications	6,189	6,200	5,100	-1,100	-17.7%
50430 Mileage	5,407	6,500	6,500	0	0.0%
50431 Education and Training	20,150	9,475	10,575	1,100	11.6%
50450 Dues And Association Memberships	0	644	644	0	0.0%
50459 Other Charges Miscellaneous	4,295	3,404	3,404	0	0.0%
50500 Office Supplies	3,306	2,000	2,000	0	0.0%
50501 Food Supplies and Food Service Supplies	16,750	10,000	10,000	0	0.0%
50512 Books and Subscriptions	582	0	0	0	0.0%
<b>Total Department</b>	<b>1,269,540</b>	<b>1,221,982</b>	<b>989,761</b>	<b>-232,221</b>	<b>-19.0%</b>

# COUNTY MANAGER

## DESCRIPTION

The County Manager is the chief administrative officer of the County and is responsible for the execution of policies established by the Board of Supervisors and for advising and recommending actions to the Board to meet the needs of county residents. In addition to administering the day-to-day operations of the County, the Manager is required by law to present an annual budget to the Board of Supervisors for consideration of all needed county expenditures.

## OBJECTIVES

- To keep the Board of Supervisors and the public informed of the activities of the County Government.
- To manage the County Government effectively and efficiently.
- To execute all duties required by law and the Board of Supervisors.
- To monitor and advise county officials on all pertinent legislation before the Virginia General Assembly and prepare the annual legislative program and summary.

## BUDGET HIGHLIGHTS

The FY24 County Manager’s Office budget includes funding to cover the costs of personnel, routine office expenses, and other necessary expenditures to keep the members of the Board of Supervisors advised on county business and finances. Also, funds are included for the County Manager and his deputies to maintain memberships and to participate in organizations and meetings to keep abreast of current trends and developments beneficial to the county and its residents.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 1,813,131	\$ 1,882,941	\$ 2,282,555	21.2%
Operation	89,469	52,763	52,763	0.0%
Capital	0	0	0	0.0%
<b>Total</b>	<b>\$ 1,902,600</b>	<b>\$ 1,935,704</b>	<b>\$ 2,335,318</b>	<b>20.6%</b>
Personnel Complement	12	12 <sup>(1)(2)</sup>	12	0

<sup>(1)</sup> One position transferred to Police during FY23

<sup>(2)</sup> One position transferred from Fire during FY23

BUDGET HIGHLIGHTS (CONTINUED)

Additionally, the County Manager and his deputies actively engage in promoting County interests by maintaining close communication with various important sectors of the community. These include County residents, civic groups, other governments, the local business community, and the legislative delegation for the region.

The County Manager's budget for FY24 is \$2,335,318. This represents an increase of \$399,614 or 20.6% when compared to the prior fiscal year. At the start of FY23, a long-standing, and previously unfunded, vacant Deputy County Manager position was transferred to the Department of Police's personnel complement. However, shortly thereafter, a position was transferred back from the Department of Fire's personnel complement to bring on a newly funded Deputy County Manager of Public Safety. This Deputy County Manager position accounts for the majority of the increase in the County Manager's budget, alongside elevated salary estimates and their associated benefit costs.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
COUNTY MANAGER**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,337,142	1,425,320	1,744,193	318,873	22.4%
50104 Temporary Salaries and Wages - Regular	15,855	6,810	6,810	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,067	1,445	1,570	125	8.7%
50109 Vacancy Savings	0	-51,271	-61,122	-9,851	-19.2%
50110 FICA	88,366	94,967	109,048	14,081	14.8%
50111 Retirement VRS	231,244	273,432	328,723	55,291	20.2%
50112 Hospital/Medical Plans	121,915	112,552	128,964	16,412	14.6%
50113 Group Insurance - Life (VRS)	17,542	19,686	24,369	4,683	23.8%
50220 Lease/Rent Of Equipment	3,766	1,868	1,868	0	0.0%
50240 Printing and Binding	2,733	1,050	1,050	0	0.0%
50250 Advertising	219	0	0	0	0.0%
50310 Automotive/Motor Pool	7,069	5,460	5,460	0	0.0%
50410 Postal Services	682	364	364	0	0.0%
50412 Telecommunications	7,753	8,244	8,244	0	0.0%
50430 Mileage	3,974	2,200	2,200	0	0.0%
50431 Education and Training	19,515	7,600	7,600	0	0.0%
50450 Dues And Association Memberships	2,255	4,500	4,500	0	0.0%
50459 Other Charges Miscellaneous	22,211	8,297	7,697	-600	-7.2%
50500 Office Supplies	4,899	5,500	5,500	0	0.0%
50501 Food Supplies and Food Service Supplies	12,340	6,000	6,000	0	0.0%
50512 Books and Subscriptions	2,053	1,680	1,680	0	0.0%
50521 Computer Software	0	0	600	600	100.0%
<b>Total Department</b>	<b>1,902,600</b>	<b>1,935,704</b>	<b>2,335,318</b>	<b>399,614</b>	<b>20.6%</b>

# PUBLIC RELATIONS

## DESCRIPTION

The Public Relations Department directs the County’s public communications efforts and increases awareness and understanding of Henrico County Government activities for the County’s residents, businesses, news media and others. Working with County agencies and officials, the Department creates and implements print, video and graphic communications targeted to a variety of audiences. Activities include news releases, media advisories, news conferences, photography, graphic design, Henrico County Television (HCTV), media relations, news tracking, agency consultation, website news maintenance, audiovisual presentation services, streaming Board of Supervisors meetings, event planning, community-engagement efforts, and managing social media including the county’s official Instagram, Twitter, Facebook, Nextdoor, and YouTube channel. The Department manages Henrico’s Multicultural Community Engagement initiative, which provides access to resources, key information, and a variety of engagement opportunities, such as My Henrico Academy, for the county’s diverse population of multicultural, immigrant, and refugee residents.

The Department oversees operations of HCTV. Activities include production of feature-length programming and short-format video news releases to broadcast on HCTV and distribute through social media and the County website. The Department continues to offer residents timely information and quality programming through HCTV.

## OBJECTIVES

- To tell the story of Henrico County through social media, print, and video productions.
- To provide County agencies with effective support and technical assistance in crisis consultation, media relations and promotion of their programs and services.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 1,907,329	\$ 1,958,740	\$ 2,110,817	7.8%
Operation	205,861	315,477	315,477	0.0%
Capital	4,830	0	0	0.0%
Sub-Total	\$ 2,118,020	\$ 2,274,217	\$ 2,426,294	6.7%
Interdepartmental Billings <sup>(1)</sup>	0	0	(51,978)	0.0%
Total Budget	\$ 2,118,020	\$ 2,274,217	\$ 2,374,316	4.4%
Personnel Complement	20	19 <sup>(2)</sup>	20 <sup>(3)</sup>	1

<sup>(1)</sup> Reflects a 2/3 reimbursement for one position (1/3 Public Works; 1/3 Public Utilities) assigned to Public Relations, which is reflected in the Public Relations personnel complement

<sup>(2)</sup> FOIA Officer transferred to County Attorney’s complement during FY23

<sup>(3)</sup> Public Relations Specialist included for FY24 to assist with providing media coverage for Public Works

## PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Facebook Posts	878	577	1,000	423
Twitter Posts	1,081	1,504	1,000	(504)
Videos Produced	226	228	100	(128)
Information Packets Distributed	708	3,964	500	(3,464)
Media Contacts Made	7,242	12,157	10,000	(2,157)
News Releases	104	177	100	(77)
Photos Taken/Distributed	3,459	1,886	3,500	1,614
All Social Media Followers	36,531	39,070	40,000	930
FOIA Requests	338	536	350	(186)

## OBJECTIVES (CONTINUED)

- To establish and maintain contacts with news media representatives to ensure accurate coverage of County activities.
- To create crisis and emergency communication plans.
- To enhance the visibility of Henrico County as a desirable place to live, work, and enjoy leisure hours.
- To disseminate information to County residents through print publications, feature video productions, HCTV message boards, social media, the news media, the County website, and other available platforms.
- To help multicultural, immigrant and refugee residents learn about and connect with Henrico County government programs, services, and operations through the Multicultural Community Engagement initiative.

## BUDGET HIGHLIGHTS

The department's budget for FY24 is \$2,374,316. This is a \$100,099, or 4.4% increase from the FY23 approved budget. This increase was driven solely by the personnel component and reflects greater salary estimates as well as the associated benefit adjustments. In addition, a Public Relations Specialist was added to the department's complement. The operating and capital components remain flat from the previous fiscal year.

The department is separated into two divisions: Public Relations and Media Services.

## PUBLIC RELATIONS

The Public Relations component of the budget for FY24 is \$1,322,024 and reflects an increase of \$102,020, or 8.4% compared to FY23. The increase is attributed entirely to elevated salary and benefit adjustments as well as the addition of a Public Relations Specialist to assist with providing information regarding County infrastructure projects. The position is supported by Gas Tax revenue through Public Works and Water and Sewer revenues from Public Utilities. These reimbursements are reflected in the interdepartmental billing.



### *Public Relations*

The employees in the Public Relations office focus on media relations and public awareness of County policies, programs, and services via coverage in print and broadcast news media, and through various publications such as news releases, departmental brochures, and other print materials. Public Relations is also responsible for social media, including the County's official Twitter, Facebook, Instagram, and Nextdoor accounts, photography, graphic design, HCTV message board bulletins, event planning and the Multicultural Community Engagement initiative.

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### MEDIA SERVICES

The Media Services component of the budget for FY24 is \$1,052,292, reflecting a decrease of \$1,921, or 0.2% from FY23. The decrease is within the personnel component and is due to a FOIA Officer being moved to the County Attorney's budget, partially offset by increased salary and benefit adjustments.

The employees in the Media Services office serve as a video production and media support staff, telling the story of Henrico County through feature and documentary programming and video news releases. Media Services offers other County agencies assistance with promotion of their programs and services through video productions. The office maintains and develops content for the Henrico County Government channel on YouTube.com, provides streaming video coverage of Board of Supervisors meetings, provides live streaming coverage of press conferences and other select county events, and is also responsible for producing programs and operating HCTV.

For FY24, the Public Relations Department will continue providing the same quality and level of service. The department will continue to assist agencies with media and public information needs, will be available to disseminate information during crisis situations, will write and produce various publications, will live-stream every Board of Supervisors meeting, will assist with special projects, and will produce new, original programming for HCTV and the Henrico County Government YouTube channel.

### DEPARTMENTAL HIGHLIGHTS

In 2019, as part of the department's Multicultural Community Engagement initiative, Public Relations created the My Henrico Academy (MHA). MHA is a free program that engages multicultural communities with interactive lessons and culturally specific approaches to bridge the understanding of how their local government and communities work together. Individuals who thrive in MHA seek out information during the sessions to share with others who may not have the same access to resources and networks. Participants commit to attend evening sessions over the course of seven months with officials and leaders to learn how they can become more engaged in the civic process. The 28 hours in class get individuals involved in the program activities, assignments, and an introduction to county locations in each of the five magisterial districts.

In addition to gaining a better understanding of how local government works, participants also obtain the skills necessary to navigate social and governmental service systems, learn how to resolve issues and obtain information, and expand their networks so as to be prepared to pursue leadership opportunities within the community. Between the 2019 and 2022 classes, MHA has included 47 participants who represent over 28 countries, ethnicities, and communities and speak more than 19 languages.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC RELATIONS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,356,888	1,432,004	1,544,821	112,817	7.9%
50101 Full-Time Salaries and Wages - Overtime	1,825	1,100	1,100	0	0.0%
50104 Temporary Salaries and Wages - Regular	7,563	3,500	3,500	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,983	2,315	2,802	487	21.0%
50109 Vacancy Savings	0	-51,478	-52,459	-981	-1.9%
50110 FICA	99,722	109,901	118,709	8,808	8.0%
50111 Retirement VRS	196,845	236,710	255,744	19,034	8.0%
50112 Hospital/Medical Plans	224,311	204,640	214,940	10,300	5.0%
50113 Group Insurance - Life (VRS)	18,192	20,048	21,660	1,612	8.0%
50209 Other Professional Services	25,162	18,641	18,641	0	0.0%
50210 Maintenance and Repairs	1,380	7,075	7,075	0	0.0%
50211 Maintenance Service Contracts	20,828	26,400	26,400	0	0.0%
50240 Printing and Binding	46,346	88,181	68,181	-20,000	-22.7%
50250 Advertising	11,847	66,000	86,000	20,000	30.3%
50310 Automotive/Motor Pool	16,224	12,720	12,720	0	0.0%
50410 Postal Services	1,080	1,000	1,000	0	0.0%
50411 Messenger Services	9	368	368	0	0.0%
50412 Telecommunications	21,972	15,566	15,566	0	0.0%
50430 Mileage	490	1,500	1,500	0	0.0%
50431 Education and Training	-592	0	0	0	0.0%
50450 Dues And Association Memberships	5,773	4,905	4,905	0	0.0%
50453 Freight Charges	0	100	100	0	0.0%
50459 Other Charges Miscellaneous	489	2,000	2,000	0	0.0%
50500 Office Supplies	10,076	11,804	11,804	0	0.0%
50501 Food Supplies and Food Service Supplies	1,839	1,500	1,500	0	0.0%
50506 Repair and Maintenance Supplies	1,954	4,000	4,000	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	927	2,400	2,400	0	0.0%
50514 Other Operating Supplies	35,048	33,109	33,109	0	0.0%
50517 Small Tools	0	500	500	0	0.0%
50521 Computer Software	5,009	17,708	17,708	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	650	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,180	0	0	0	0.0%
50911 Interdepartmental Billings	0	0	-51,978	-51,978	-100.0%
<b>Total Department</b>	<b>2,118,020</b>	<b>2,274,217</b>	<b>2,374,316</b>	<b>100,099</b>	<b>4.4%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC RELATIONS**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>09002 Public Relations</b>					
50100 Full-Time Salaries and Wages - Regular	702,659	742,009	852,359	110,350	14.9%
50104 Temporary Salaries and Wages - Regular	7,563	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	937	1,095	1,490	395	36.1%
50109 Vacancy Savings	0	-26,674	-28,142	-1,468	-5.5%
50110 FICA	52,290	56,764	65,384	8,620	15.2%
50111 Retirement VRS	101,940	122,654	141,280	18,626	15.2%
50112 Hospital/Medical Plans	119,336	102,320	118,217	15,897	15.5%
50113 Group Insurance - Life (VRS)	9,421	10,388	11,966	1,578	15.2%
50209 Other Professional Services	25,162	18,641	18,641	0	0.0%
50211 Maintenance Service Contracts	2,393	2,000	2,000	0	0.0%
50240 Printing and Binding	46,346	88,181	68,181	-20,000	-22.7%
50250 Advertising	11,847	66,000	86,000	20,000	30.3%
50410 Postal Services	1,080	1,000	1,000	0	0.0%
50411 Messenger Services	9	368	368	0	0.0%
50412 Telecommunications	21,972	15,566	15,566	0	0.0%
50430 Mileage	490	1,000	1,000	0	0.0%
50431 Education and Training	-592	0	0	0	0.0%
50450 Dues And Association Memberships	3,813	3,315	3,315	0	0.0%
50453 Freight Charges	0	100	100	0	0.0%
50459 Other Charges Miscellaneous	489	2,000	2,000	0	0.0%
50500 Office Supplies	9,581	8,277	8,277	0	0.0%
50501 Food Supplies and Food Service Supplies	1,839	1,500	1,500	0	0.0%
	51				

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	552	2,000	2,000	0	0.0%
50521 Computer Software	0	1,500	1,500	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	650	0	0	0	0.0%
50911 Interdepartmental Billings	0	0	-51,978	-51,978	-100.0%
<b>Total Cost Center</b>	<b>1,119,777</b>	<b>1,220,004</b>	<b>1,322,024</b>	<b>102,020</b>	<b>8.4%</b>
<b>09003 Media Services</b>					
50100 Full-Time Salaries and Wages - Regular	654,229	689,995	692,462	2,467	0.4%
50101 Full-Time Salaries and Wages - Overtime	1,825	1,100	1,100	0	0.0%
50104 Temporary Salaries and Wages - Regular	0	3,500	3,500	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,046	1,220	1,312	92	7.5%
50109 Vacancy Savings	0	-24,804	-24,317	487	2.0%
50110 FICA	47,432	53,137	53,325	188	0.4%
50111 Retirement VRS	94,905	114,056	114,464	408	0.4%
50112 Hospital/Medical Plans	104,975	102,320	96,723	-5,597	-5.5%
50113 Group Insurance - Life (VRS)	8,771	9,660	9,694	34	0.4%
50210 Maintenance and Repairs	1,380	7,075	7,075	0	0.0%
50211 Maintenance Service Contracts	18,435	24,400	24,400	0	0.0%
50310 Automotive/Motor Pool	16,224	12,720	12,720	0	0.0%
50430 Mileage	0	500	500	0	0.0%
50450 Dues And Association Memberships	1,960	1,590	1,590	0	0.0%
50500 Office Supplies	495	3,527	3,527	0	0.0%
50506 Repair and Maintenance Supplies	1,954	4,000	4,000	0	0.0%
50512 Books and Subscriptions	375	400	400	0	0.0%
50514 Other Operating Supplies	35,048	33,109	33,109	0	0.0%
50517 Small Tools	0	500	500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50521 Computer Software	5,009	16,208	16,208	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,180	0	0	0	0.0%
<b>Total Cost Center</b>	<b>998,243</b>	<b>1,054,213</b>	<b>1,052,292</b>	<b>-1,921</b>	<b>-0.2%</b>

# COUNTY ATTORNEY

## DESCRIPTION

The County Attorney's Office serves as legal advisor to the county government, including its various departments, divisions, and agencies. The Office prosecutes or defends all actions involving county officials and employees arising out of acts performed in the course of their employment. In addition to litigation, the office is called upon to interpret State and Federal laws, county ordinances and county resolutions, and to draft county ordinances and proposed State legislation.

## OBJECTIVES

- To provide the county government with quality legal services.
- To protect the county treasury from damage awards as a result of litigation.

## BUDGET HIGHLIGHTS

The department’s budget for FY24 is \$3,102,672. This represents a 3.2% increase to the FY23 budget in the sum of \$97,484. This increase includes rising employee salary, healthcare, and benefit costs, as well as the addition of a Freedom of Information Act (FOIA) Officer previously budgeted within Public Relations.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 2,682,910	\$ 2,880,434	\$ 2,977,918	3.4%
Operation	329,468	124,754	124,754	0.0%
Capital	15,609	0	0	0.0%
<b>Total</b>	<b>\$ 3,027,987</b>	<b>\$ 3,005,188</b>	<b>\$ 3,102,672</b>	<b>3.2%</b>
Personnel Complement	22	23*	23	0

\* Reflects the transfer of a FOIA Officer from Public Relations to the County Attorney’s Office.

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
New Cases Filed	33	25	25	0
Cases Disposed of	31	25	25	0
Administrative Proceedings	23	25	25	0
Court Appearances	1,193	1,000	1,000	0
Contracts Drafted or Reviewed	1,608	1,298	1,298	0
Deeds and Leases Drafted or Reviewed	421	380	380	0
Board Papers Drafted or Reviewed	435	433	433	0
Freedom of Information Act Requests Handled	462	606	606	0
Subpoenas Duces Tecum Handled	65	119	119	0
Restrictive Covenants Reviewed	28	18	18	0
Proposed Legislation Reviewed	828	317	317	0
Set of Conditional Zoning Proffers Reviewed	142	139	139	0

DEPARTMENT HIGHLIGHTS

The office serves as a mini-law firm for the County, its various boards, commissions, and agencies, and Henrico County Public Schools ("HCPS"). The office drafts County ordinances for presentation to the Board of Supervisors (the "Board"); drafts resolutions for presentation to the Board, the School Board, and the Economic Development Authority (the "EDA"); and reviews and approves as to form property conveyances and contracts of the County, the School Board, and the EDA. This calendar year, the office was instrumental in helping create a new client - the Sports and Entertainment Authority ("SEA") - by drafting articles of incorporation, bylaws, and policies.

To minimize liability and ensure compliance with the law, office attorneys regularly provide advice and training on the Virginia Conflict of Interests Act, Virginia Public Procurement Act, and the Virginia Freedom of Information Act, as well as civil liability, civil commitment laws, and the confidentiality of health and educational records. Training session participants include the crisis intervention team, communications officers, police officers, deputy sheriffs; employees in Community Revitalization, Building Inspections, and the Division of Fire; and HCPS division leadership team members, school administrators, and school nurses. Attorneys in the office have also trained members of the community who serve court-involved children, including Court Appointed Special Advocates (CASA).

The office also represents the County, HCPS, and their officials and employees in a wide variety of civil actions. Thirty-three new lawsuits seeking a minimum of \$25,000 were filed against the County, HCPS, or their employees in FY22. At present, 41 cases are pending in state and federal courts of record, including appellate courts. In FY22, the office made 61 appearances in these courts. In addition, the office handled 1,193 cases in courts not of record: 183 cases in the Henrico County General District Court and 1,010 cases in the Henrico County Juvenile and Domestic Relations District Court. The office also handled 23 administrative hearings.



## DEPARTMENT HIGHLIGHTS (CONTINUED)

The office provides a wide array of legal services to its clients. In FY22 the County Attorney:

- Promoted permanency and stability for dozens of children by assisting the Department of Social Services ("DSS") reunify families and, where necessary, terminate parental rights and support adoption.
- Assisted DSS in securing guardians and conservators for vulnerable adults.
- Guided County departments through numerous property acquisitions in support of road and utility projects, including the Richmond-Henrico Turnpike Project, Sadler Road Project, the Three Chopt Road Project and future Westwood pump station.
- Successfully resolved numerous condemnation cases, allowing the County to pursue necessary development goals.
- Guided the County through the 2020 redistricting process, including the new pre-clearance process with the Attorney General's Office.
- Negotiated numerous agreements, including a Comprehensive Agreement for the state-of-the-art Henrico Indoor Sports and Convocation Center and a telemedicine services agreement between HCPS and Virginia Commonwealth University (the first of its kind in the Commonwealth).
- Assisted the Purchasing Division with modernization of forms for County construction projects.
- Represented the EDA in a sale of property at White Oak Technology Park and the negotiation of six incentive agreements in furtherance of the County's robust economic development program.
- Provided guidance for updates to the Henrico County Code, including amendments to Chapter 10 related to public health and safety and the new subdivision and zoning ordinances, all of which continue the County's reputation as a well-planned community.
- Successfully resolved numerous disputes with parents related to the provision of special education thereby avoiding burdensome and costly administrative investigations, hearings, and litigation.
- Conducted a comprehensive review of the School Division's Registration Process and Training materials distributed to registrars at all 72 HCPS schools.
- Advised the School Board as they updated their policies and regulations to ensure compliance with the Virginia Department of Education's Model Policies for the Treatment of Transgender Students.
- Advised and drafted documents on the return of surplus real estate taxes to taxpayers, the first such program in the Commonwealth.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
COUNTY ATTORNEY**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	2,017,123	2,163,800	2,233,146	69,346	3.2%
50104 Temporary Salaries and Wages - Regular	6,872	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	7,821	4,575	6,117	1,542	33.7%
50109 Vacancy Savings	0	-77,786	-78,559	-773	-1.0%
50110 FICA	144,143	156,272	168,107	11,835	7.6%
50111 Retirement VRS	309,747	378,176	370,543	-7,633	-2.0%
50112 Hospital/Medical Plans	171,068	225,104	247,181	22,077	9.8%
50113 Group Insurance - Life (VRS)	26,136	30,293	31,383	1,090	3.6%
50201 Legal Services	229,291	0	0	0	0.0%
50209 Other Professional Services	14,997	3,500	3,500	0	0.0%
50220 Lease/Rent Of Equipment	6,760	7,361	7,361	0	0.0%
50230 Temporary Help Service Fees	9,509	0	0	0	0.0%
50240 Printing and Binding	42	0	0	0	0.0%
50270 Other Contractual Services	15,734	61,212	61,212	0	0.0%
50410 Postal Services	2,234	1,616	1,616	0	0.0%
50411 Messenger Services	18	0	0	0	0.0%
50412 Telecommunications	5,960	5,814	5,814	0	0.0%
50430 Mileage	680	1,050	1,050	0	0.0%
50431 Education and Training	7,624	10,263	10,263	0	0.0%
50450 Dues And Association Memberships	8,353	8,205	8,205	0	0.0%
50500 Office Supplies	10,151	9,500	9,500	0	0.0%
50512 Books and Subscriptions	18,000	16,233	16,233	0	0.0%
50514 Other Operating Supplies	115	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	10,916	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	4,393	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	300	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
Total Department	3,027,987	3,005,188	3,102,672	97,484	3.2%

# HUMAN RESOURCES

## DESCRIPTION

The County of Henrico Department of Human Resources (HR) partners with county departments in a myriad of ways from collaboration on award-winning initiatives to credible implementation of compliance-driven requirements. HR made it its mission to help employees and departments meet their vision and potential through collaborative and courageous strategies, built to engage, educate, and empower. The department is a fully engaged strategic partner with the county’s operational departments in the areas of employment and compensation management, employee talent development and organizational learning, benefits administration, fitness and wellness, employee health services, job classification, employee relations, diversity equity and inclusion, employee and applicant records, and information systems, including personnel and payroll transactions.

## OBJECTIVES

- To focus on helping employees and departments fulfill their missions/potential through collaborative and courageous strategies to engage, educate and empower, allowing our workforce to meet today’s needs while prioritizing future readiness.
- To remain a preferred employer in the region.
- To attract and retain high-performing employees at all levels of the organization.
- To maintain high employment and low turnover.
- To enhance employee health, fitness, and wellness efforts to manage rising health care costs.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 4,724,535	\$ 4,878,785	\$ 5,397,339	10.6%
Operation	373,820	624,813	659,813	5.6%
Capital	0	350	350	0.0%
Total	<u>\$ 5,098,355</u>	<u>\$ 5,503,948</u>	<u>\$ 6,057,502</u>	<u>10.1%</u>
Employee Services	\$ 889,462	\$ 1,628,801	\$ 5,475,795	236.2%
Total Budget	<u>\$ 5,987,817</u>	<u>\$ 7,132,749</u>	<u>\$ 11,533,297</u>	<u>61.7%</u>
Personnel Complement *	51	51	51	0

\* Assistant Director and HR Analyst positions were added from the hold complement in FY22. These positions were added after the budget was introduced in March. FY23 complement reflects a revised total.

**PERFORMANCE MEASURES**

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Applications Received	21,324	12,932	14,307	1,375
Retirements (FY)	106	148	110	(38)
<b>Effectiveness Measures</b>				
Turnover Rate	10%	11%	12%	1%

**OBJECTIVES (CONTINUED)**

- To ensure leadership readiness by providing consultation and programming focused on career enrichment, succession management, leadership development, performance management and organizational development.
- To maintain the county’s compensation and benefits at a competitive level, and to partner with Henrico County Public Schools to maintain a unified pay plan.
- To support employees and supervisors in employee relations, EEO, and diversity, equity, and inclusion (DEI) awareness.
- To maintain all personnel records in an effective and efficient manner.
- To ensure that all Human Resources laws, regulations, and policies are utilized effectively.
- To be organizationally astute to the needs of the County of Henrico and serve as an internal consultant to the County Manager’s Office and to operating departments regarding human resource management.
- To provide innovative training programs for county employees to promote continued employee development how, when and where they need it most.
- To support the county in creating a culture of inclusion and belonging to respond to the ever-changing needs of the county’s workforce.

**BUDGET HIGHLIGHTS**

The Department of Human Resources budget for FY24 totals \$11,533,297, representing an increase of \$4,400,548 or 61.7%, from the previously approved budget. The Human Resources budget includes both the departmental budget and the group benefits budget.

The Human Resources section of the FY24 budget is \$6,057,502, which represents an increase of \$553,554, or 10.1%. The increase is the result of two positions added from the hold complement in FY22. The positions added are an HR Analyst and an Assistant Director.

The FY24 budget for the Group Benefits section of the Human Resources budget is \$5,475,795, representing an increase of \$3,846,994 from the previous fiscal year. This is to account for a portion of the County-wide wage adjustment calculated by the Office of Management and Budget. \$2.1 million is added to the Human Resources budget for a competitiveness payroll reserve to further adjust starting salaries as the County competes year-round

## Human Resources

with other regional localities for talent. The budget for FY24 again captures the costs associated with the retiree health benefit supplement.

### DEPARTMENT HIGHLIGHTS

The employee turnover rate was reported at 11 percent this past year. Henrico County is one of the “leanest” local governments in the Commonwealth, with one of the lowest employee-to-citizen population ratios.

Employee Retention is one of the most valuable efforts provided by the Department of Human Resources and is accomplished through competitive salaries and benefits, strategic initiatives, and continuous efforts to increase the health and well-being of county employees. The County of Henrico continues to use innovative programs and processes to attract a quality workforce. The county received 12,932 applications in FY2021-22.

The Department of Human Resources truly appreciates that employees are the county’s most valuable resource by supporting them, including:

- Creating and marketing wellness initiatives that help employees enhance their emotional, physical, and professional well-being.
- Offering excellent benefits, including voluntary benefits, that assist in times of greatest need.
- Increasing career development plans across the county so that employees can grow in their positions to constantly improve how they serve Henrico residents.
- Collaborating with county leaders on strategic initiatives to positively impact the county’s future.
- Supporting Diversity, Equity, and Inclusion (DEI) within the county and the community through initiatives such as addressing rising internal DEI concerns, providing education and resources on DEI topic.
- Participating in events, job fairs and various outreach efforts.

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### WELLNESS EFFORTS

Human Resources continued to focus on providing quality health care options at affordable prices, an integral part of the employee wellness initiative. Even as health care costs continue to rise for Henrico County and employers throughout the country, more than 76 percent of the cost of balancing the health care budget was assumed by the county, allowing county employees to pay health care rates lower than the other regional jurisdictions.

Employee Health Services (EHS) provides services that help employees stay healthy without the cost of copays or excess time away from work:

- Courtesy visits for evaluation and treatment of common ailments. Flu and strep testing are available.

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- Preventative services including blood pressure and blood sugar checks, smoking cessation counseling, and individualized counseling for weight loss, diabetes, hypertension, or cholesterol management.
- Routine allergy and B12 injections (under the direction of their physician).

Fitness & Wellness supports employees through Health Coaching services aimed at fostering employee success in making sustainable behavior changes. Staff Health Coaches work in partnership with the employee to identify individual health and wellness related issues and collaboratively create goals and action plans for a healthier lifestyle. Employees are encouraged to challenge current ways of thinking and daily routines with the goal of replacing poor health habits with health promoting activities. Weekly one-on-one conversations center around the Health Coach providing support, accountability, reflection, insights, and resources for the employee with the goal of building-up the employee's belief and ability to take charge of their personal health and wellness.

Employees can also take charge of their health through in-person group exercise programming, Public Safety Operational Fitness programs, on-line fitness classes (during office closures due to COVID-19), and discounted local gym memberships, making it more convenient and affordable to get and stay healthy.

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## ORGANIZATIONAL LEARNING AND TALENT DEVELOPMENT (OLTD)

OLTD continued to support employees in an agile manner, providing programs and learning opportunities virtually and in-person.

The OLTD Division spearheaded several notable projects that had a positive impact on county employees and the organization:

- Designed and developed Year 2 of Leadership Henrico (LH), a contemporary, agile program that empowers leaders throughout the organization to network, collaborate, learn, and mentor. Forty-six supervisors progressed to Year 2, and a brand-new class of 44 new program participants began their LH journey in Year 1.
- LH includes the county's first-ever Mentorship Program, and this past year we added even more county leaders volunteering to be mentors for program participants in two levels of the program.
- Publicly recognized graduates of ELCP for the first time since the beginning of the pandemic, creating a new reception-style celebration to highlight their achievements in this leadership development program for non-supervisors. The County Manager awarded these graduates and those who had completed the program in the past a one-step increase to recognize their achievements in the program.
- Continued supporting departments with their strategic needs, including Community Corrections, Fire, Police Communications, Finance, and Recreation and Parks.

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- As more employees were returning fully to the workplace or adapting to hybrid work arrangements, OLTD continued to offer both “live online”/virtual and classroom learning opportunities to best meet employee needs.
- Partnered with the DEI Specialist on several inclusion-related initiatives including the launch of Henrico County’s Capability Model to equip all employees with the skills needed to serve the community. The model emphasizes communication, inclusion, courage, and customer engagement, and it encourages employees to excel in leading themselves, others, and the organization.
- Tied all classes to the new Capabilities so that employees and supervisors could choose content to help them develop in specific Capabilities. Also wrote individual articles published in the County Connection for each Capability to support employees and managers in putting these Capabilities into practice.
- Continued to broaden and increase YouTube learning content, reaching a milestone of over 500 subscribers for the first time. One video alone has over 12,000 views, and overall watch time has increased 46% over the previous year.
- In collaboration with the DEI Specialist, OLTD also increased the number and variety of class offerings focused on inclusion.

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## DIVERSITY, EQUITY, AND INCLUSION

Human Resources continued to support the county in continuing to build a culture of inclusion, equity and belonging so that all employees can thrive and achieve their full potential. Several major accomplishments include:

- Expanded the involvement of DEI in Human Resources by continuing to lead the county’s DEI strategic initiatives, programs, and services. The DEI Division will continue to collaborate with county leaders to assess our progress and position the county for future success in meeting the needs of our workforce.
- Partnered with the HR Marketing Specialist to establish a DEI webpage on the employee portal as a central resource for county employees.
- Won a National Association of Counties (NACo) and Virginia Association of Counties (VACo) award entitled *Embracing Diversity, Equity, and Inclusion: Employee Conversations and Experiences* for collaborating with various county stakeholders to provide forums for employees to candidly dialogue about the pandemic, national events, and DEI topics.
- Continued to provide strategic guidance to departments to support their DEI needs, including Community Revitalization, Fire, IT, Libraries, Police, Recreation and Parks.
- Partnered with a cross-divisional team of HR staff to launch and build awareness of Henrico’s Capability Model, a new performance tool used for hiring, promotions, training, and performance management. Several milestones include:



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- Launched the Capability Model to county leaders across the organization and hosted information sessions to help them navigate the new model.
- Established a Capabilities resource page on the employee portal with educational tools, resources, and videos for employees to access information about the model.
- Presented information about the model to senior executives at UVA's Senior Executive Institute in Charlottesville, Virginia to share best practices and support them in creating work cultures to drive organizational change.
- Continued to collaborate with the OLTD division to provide workshops, YouTube content and diverse resources to county employees on inclusion topics.
- Strengthened partnerships with regional and national DEI practitioners to share best practices, build community and offer DEI educational tools and resources to enhance the DEI profession.

In collaboration with county representatives, participated in community outreach events, job fairs, panel discussions and speaking engagements.

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## EMPLOYMENT AND COMPENSATION SERVICES

The Employment and Compensation Services (ECS) division partnered with other county agencies and promoted Henrico County as a preferred employer through targeted virtual and in person job fairs, social media, and an expanded web presence. As a result of the ECS Division's specialized recruitment efforts, they won a NACo award entitled *Meeting the Community Needs: The Evolution of County Hiring Events*.

The Employment and Compensation Services (ECS) Team engaged in a wide variety of activities to support departments' changing operational needs, especially during the COVID-19 pandemic. Efforts included restructuring departments and reallocating positions to better meet each department's needs and better serve both internal and external customers. ECS also collaborated with departments to revise and implement career development plans and reviewed and approved over 400 career development advancement requests.

The County Manager included a 5% pay increase in the FY23 budget to reward County employees who play a critical role in our community's success and to maintain Henrico's position as the pay leader in the region. The approved increase was implemented effective June 18, 2022 with a 2.628% wage adjustment for all employees and an additional 2.372% merit increase for eligible full-time and permanent part-time employees.

ECS continued to partner with local high schools, colleges, and universities throughout Virginia to provide internships to students. We continue to provide students with meaningful internships throughout FY22 in which we hosted 102 students. So far for FY23, 72 students have been hired.

The internship program has also had 14 former interns hired into various County positions and departments during the FY23. The Internship Coordinator also collaborated with HCPS to develop a pilot initiative for high school students called "The County Manager's Summer Academy for Workforce and Career Development." This pilot program, launched in the summer of 2021, and during the summer of 2022 hired students of the specialty centers and

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programs into departments whose work is directly related to the student's studies. The pilot program provided the students with the opportunity to connect their chosen field of study with careers in local government. This has been a successful initiative and several students have been hired full-time (General Services and IT).

A creative solution began in FY22 through the partnership of the Internship Coordinator, the Police Department, and the Community College Workforce Alliance (CCWA) to provide students enrolled CCWA's *Introduction to Communications* class a paid internship and class sessions would be held in the 9-1-1 Center allowing the students to learn about policy, procedures, practice, and the ability to job shadow in real-time. To date, 18 students have participated and 7 have been hired fulltime as 9-1-1 Dispatch Officers.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HUMAN RESOURCES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	3,353,073	4,143,789	8,376,702	4,232,913	102.2%
50101 Full-Time Salaries and Wages - Overtime	618	2,324	0	-2,324	-100.0%
50104 Temporary Salaries and Wages - Regular	190,811	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	11,121	8,825	10,233	1,408	16.0%
50109 Vacancy Savings	0	-129,083	-139,805	-10,722	-8.3%
50110 FICA	261,974	270,973	299,585	28,612	10.6%
50111 Retirement VRS	473,273	593,556	657,581	64,025	10.8%
50112 Hospital/Medical Plans	1,279,385	1,566,931	1,613,145	46,214	2.9%
50113 Group Insurance - Life (VRS)	43,742	50,271	55,693	5,422	10.8%
50200 Medical Services	52,386	55,000	55,000	0	0.0%
50207 Professional Education Services	47,324	87,500	87,500	0	0.0%
50209 Other Professional Services	85,659	96,950	96,950	0	0.0%
50211 Maintenance Service Contracts	1,801	1,566	1,566	0	0.0%
50220 Lease/Rent Of Equipment	10,105	12,000	12,000	0	0.0%
50221 Lease/Rent Of Buildings	35,671	35,600	70,600	35,000	98.3%
50240 Printing and Binding	3,973	6,500	6,500	0	0.0%
50250 Advertising	2,747	5,500	5,500	0	0.0%
50270 Other Contractual Services	3,107	59,959	59,959	0	0.0%
50310 Automotive/Motor Pool	0	100	100	0	0.0%
50410 Postal Services	2,256	14,000	14,000	0	0.0%
50412 Telecommunications	13,425	18,064	18,064	0	0.0%
50430 Mileage	1,526	1,000	1,000	0	0.0%
50431 Education and Training	6,030	12,808	12,808	0	0.0%
50450 Dues And Association Memberships	4,103	3,025	3,025	0	0.0%
50455 Tuition	24,500	108,141	88,141	-20,000	-18.5%
50500 Office Supplies	11,930	15,200	15,200	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	2,194	7,500	7,500	0	0.0%
50503 Medical and Laboratory Supplies	20,255	25,000	25,000	0	0.0%
50505 Linen Supplies	757	1,000	1,000	0	0.0%
50512 Books and Subscriptions	863	1,000	1,000	0	0.0%
50514 Other Operating Supplies	12,094	30,000	30,000	0	0.0%
50521 Computer Software	31,114	27,400	47,400	20,000	73.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	350	350	0	0.0%
<b>Total Department</b>	<b>5,987,817</b>	<b>7,132,749</b>	<b>11,533,297</b>	<b>4,400,548</b>	<b>61.7%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
HUMAN RESOURCES**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>11001 Human Resources</b>					
50100 Full-Time Salaries and Wages - Regular	3,353,073	3,590,783	3,976,702	385,919	10.7%
50101 Full-Time Salaries and Wages - Overtime	618	2,324	0	-2,324	-100.0%
50104 Temporary Salaries and Wages - Regular	190,811	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	11,121	8,825	10,233	1,408	16.0%
50109 Vacancy Savings	0	-129,083	-139,805	-10,722	-8.3%
50110 FICA	261,974	270,973	299,585	28,612	10.6%
50111 Retirement VRS	473,273	593,556	657,581	64,025	10.8%
50112 Hospital/Medical Plans	389,923	491,136	537,350	46,214	9.4%
50113 Group Insurance - Life (VRS)	43,742	50,271	55,693	5,422	10.8%
50200 Medical Services	52,386	55,000	55,000	0	0.0%
50207 Professional Education Services	47,324	87,500	87,500	0	0.0%
50209 Other Professional Services	85,659	96,950	96,950	0	0.0%
50211 Maintenance Service Contracts	1,801	1,566	1,566	0	0.0%
50220 Lease/Rent Of Equipment	10,105	12,000	12,000	0	0.0%
50221 Lease/Rent Of Buildings	35,671	35,600	70,600	35,000	98.3%
50240 Printing and Binding	3,973	6,500	6,500	0	0.0%
50250 Advertising	2,747	5,500	5,500	0	0.0%
50270 Other Contractual Services	3,107	59,959	59,959	0	0.0%
50310 Automotive/Motor Pool	0	100	100	0	0.0%
50410 Postal Services	2,256	14,000	14,000	0	0.0%
50412 Telecommunications	13,425	18,064	18,064	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50430 Mileage	1,526	1,000	1,000	0	0.0%
50431 Education and Training	6,030	12,808	12,808	0	0.0%
50450 Dues And Association Memberships	4,103	3,025	3,025	0	0.0%
50455 Tuition	24,500	108,141	88,141	-20,000	-18.5%
50500 Office Supplies	11,930	15,200	15,200	0	0.0%
50501 Food Supplies and Food Service Supplies	2,194	7,500	7,500	0	0.0%
50503 Medical and Laboratory Supplies	20,255	25,000	25,000	0	0.0%
50505 Linen Supplies	757	1,000	1,000	0	0.0%
50512 Books and Subscriptions	863	1,000	1,000	0	0.0%
50514 Other Operating Supplies	12,094	30,000	30,000	0	0.0%
50521 Computer Software	31,114	27,400	47,400	20,000	73.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	350	350	0	0.0%
<b>Total Cost Center</b>	<b>5,098,355</b>	<b>5,503,948</b>	<b>6,057,502</b>	<b>553,554</b>	<b>10.1%</b>
<b>11002 Group Benefits</b>					
50100 Full-Time Salaries and Wages - Regular	0	553,006	4,400,000	3,846,994	695.7%
50112 Hospital/Medical Plans	889,462	1,075,795	1,075,795	0	0.0%
<b>Total Cost Center</b>	<b>889,462</b>	<b>1,628,801</b>	<b>5,475,795</b>	<b>3,846,994</b>	<b>236.2%</b>

# FINANCE

## DESCRIPTION

The Director of Finance is charged by State law with all duties mandated for the constitutional offices of the Treasurer and Commissioner of Revenue as prescribed by the Code of Virginia §15.2-617, along with the preparation and administration of the county budget and the Annual Comprehensive Financial Report (ACFR). To accomplish these tasks, the Department is comprised of administration and seven divisions: Real Estate Assessment, Revenue (split into Business and Vehicle sections), Accounting, Treasury, the Office of Management and Budget, Purchasing, and Risk Management, which is budgeted within the Internal Service Fund section of this budget book. The mission of the Finance Department is to deliver customer focused financial stewardship for a better community.

## OBJECTIVES

- To demonstrate exemplary customer service to all customers both internal and external.
- To provide accurate and accessible tax information for the citizens of Henrico County.
- To accurately and equitably assess all real estate and certain personal property located in the county.
- To review, assess, bill, and collect taxes, licenses, and fees in conformance with all local, state, and federal regulations.
- To maintain complete, accurate, and accessible accounting records for the county.
- To maintain the county’s AAA bond ratings through sound financial management, the accurate recording of financial activity, and the timely preparation of the Annual Comprehensive Financial Report (ACFR).
- To prepare, administer, and monitor the operating and capital budgets of the county.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 12,705,019	\$ 14,771,747	\$ 16,086,884	8.9%
Operation	1,553,722	1,546,131	2,031,131	31.4%
Capital	13,779	2,575	2,575	0.0%
Total	<u>\$ 14,272,520</u>	<u>\$ 16,320,453</u>	<u>\$ 18,120,590</u>	<u>11.0%</u>
Personnel Complement	165	163*	166**	3

\* In FY23 a position previously budgeted within Finance was transferred to Risk Management. Also in FY23 a vacant position was transferred to Police as part of an effort to increase the number of School Resource Officers.

\*\* The FY24 complement includes the addition of a Debt manager, Accounting Senior Management Assistant, and Treasury Collection Officer II.

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Parcels of Land Reviewed	120,550	120,800	121,050	250
Vehicles Assessed	403,824	396,252	400,000	3,748
Business License Payments	4,131	4,440	4,500	60
Cashier Transactions Per Teller/Day	80	80	80	0
Accounts Payable Transactions	274,361*	208,246	177,404	(30,842)
Credit and Debit Card Transactions	440,559	450,000	450,000	0
REAP Applicants	6,112	6,207	6,250	43
Citizen Calls Fielded	133,008	119,850	127,100	7,250
Electronic Check Payments Received	365,692	370,000	500,000	130,000
Tax Bills Generated	806,991	810,000	860,000	50,000
<b>Effectiveness Measures</b>				
G.O. Bond Ratings				
Standard & Poor's	AAA	AAA	AAA	N/A
Moody's	Aaa	Aaa	Aaa	N/A
Fitch	AAA	AAA	AAA	N/A
Number of Years - GFOA Award for Budget	32	33	34	1
Number of Years - GFOA Award for ACFR	42	43	44	1
Number of Years - GFOA Award for PAFR	3	4	5	1

\* Includes Real Estate Tax Relief Rebates

OBJECTIVES (CONTINUED)

- To procure goods and services required by county departments and schools at the lowest price, in a legally responsible manner.
- To protect the County's financial resources from losses through the management of risks and administration of claims.
- To continue the commitment for the education and career development of all Department employees.
- To promote the most innovative technologies available to enhance financial service delivery, information management, and customer service.
- To administer the Real Estate Tax Advantage Program (REAP) for elderly and/or disabled residents.



## BUDGET HIGHLIGHTS

The Department of Finance's budget for FY24 totals \$18,120,590 representing an overall increase of \$1,800,137 or 11.0%, compared to FY23. This increase is attributed to a \$1,315,137 increase to personnel costs as an effect of rising employee salary, healthcare, and benefit costs as well as the addition of 3 new employees to the department's personnel complement: a Debt Manager, an Accounting Senior Management Assistant and a Treasury Collection Officer II.

The newly added Debt Manager will consolidate debt issuance and perform administrative functions across the department. Consolidating debt & bond functions across Finance will centralize processes and provide better visibility over debt issuance, cash flow, compliance, and reporting processes. The Accounting Senior Management Assistant will administer an expanded virtual payment program allowing the County to capitalize off a 1.92% discount from the County's vendor for virtual card payments. The Treasury Collection Officer II will expand the department's delinquent personal property tax recovery program. Prior to this initiative, these delinquencies were written off and aging to their 5-year statute of limitations date. This additional staff add will increase the program's capacity, conservatively recovering an incremental \$200,000 in collections from backlogged accounts.

The budget also includes a \$485,000 operating increase, which absorbs the costs of the County's external financial audit previously budgeted by the Board of Supervisors, as well as rising software licensing costs.

During FY23, the Department of Finance again received recognition from the Government Finance Officers Association (GFOA) for the Annual Fiscal Plan and the Annual Comprehensive Financial Report. The Department of Finance also received its third award for its Popular Annual Financial Report (PAFR).

In addition to sound fiscal planning, Henrico County also makes every effort to operate in a fiscally conservative fashion by maximizing efficiencies, prudently managing resources, and planning for ever changing economic conditions. Economic conditions in FY22 resulted in extraordinary increases in the values of homes and vehicles, two major components of the County's taxbase. In response to those increases in assessed value, the County implemented tax relief programs that reduced the Real Estate tax rate 2 cents, provided a refund worth \$0.02/\$100 of assessed value on real estate by check, and provided a credit worth \$0.52/\$100 assessed value on the personal property bills for qualifying vehicles. Real Estate assessments continued their growth into FY24, however economic signals at the national level through calendar year 2023 indicate overall economic weakening on a global, national, and regional scale. Henrico County has proposed an additional 2-cent rebate for real estate tax relief in 2023.

The county continues to conservatively estimate revenues and minimize expenditures without compromising service delivery. In any economic environment, fiscal prudence, combined with proactive and pragmatic fiscal management, is of absolute necessity. Henrico County continues to examine the processes by which it conducts business to more cost effectively provide valuable services to citizens. This examination has led to the county's departments and agencies, including Finance, to streamline operations, identify cost savings, and implement efficiency measures to maximize the value of taxpayer dollars.

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## ADMINISTRATION

The Administration function oversees all activities of the Finance Department with the Director of Finance establishing the policies and procedures under which the Department operates. The administrative staff is

## *Finance*

responsible for the issuance of all county debt and maintains all debt issuance records as well as handling all subsequent reviews or filings related to that debt. The Administration staff also monitors the county's investments and administers the county's Investment and Cash Management Guidelines.

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## REAL ESTATE ASSESSMENT

The Real Estate Assessment Division is responsible for the review and reassessment of all real property in Henrico County, in conformance with the standards of Market Value and Uniformity as mandated by Article X of the Constitution of Virginia, Title 58.1 of the Code of Virginia, and the County Manager Act within Title 15.2 of the Code of Virginia. Henrico County reassesses real property annually using a Computer Assisted Mass Appraisal (CAMA) system. Changes in assessed value are based on actions of buyers and sellers in the local real estate market. The Real Estate Assessment Division maintains accurate and up-to-date records on each parcel of real estate in the county. These records reflect uniform, comprehensive, and descriptive data relative to location, improvements, ownership, sales information, and assessed value.

The Real Estate Assessment Division is responsible for tracking all changes in assessed value including reassessment and new construction. Staff also provides valuation recommendations and administrative support to the Board of Real Estate Review and Equalization. New subdivisions, parcel splits, parcel combinations, deeds, wills, and other transactions recorded in the Clerk's Office of the Circuit Court of Henrico County are received and processed by the Real Estate Assessment Division. Also, the Real Estate Assessment Division administers a countywide Partial Real Estate Tax Credit program for qualifying rehabilitated properties. The Division manages a countywide Land Use program for the assessment of qualifying land based on agricultural, horticultural, forestry, or open-space use value rather than market value. The Real Estate Division is responsible for administering the Disabled Veteran Tax Exemption Program which exempts disabled veterans who are 100% totally and permanently disabled due to their service-connected disability from real estate taxes. The Division also administers the real estate tax exemption for the surviving spouses of the Armed Forces killed in action and certain persons killed in the line of duty up to the average assessed value.

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## REVENUE

The Revenue Division consists of two sections: Business and Vehicle. The Business section administers business license and personal property taxes within the County along with a variety of other taxes, including the collection and monitoring of the Meals Tax and the portion of the Virginia Sales and Use Tax attributable to Henrico County. The Vehicle section administers vehicle license and personal property taxes within the county, as well as a variety of other taxes. The Revenue Division assesses approximately 25,000 businesses for either license and/or business personal property taxes and roughly 400,000 vehicles for personal property taxes. The Division updates depreciation schedules for computer, furniture and fixtures, and machinery and tools as well as tax code and forms on the Internet.

The Revenue Division also ensures compliance with the Personal Property Tax Relief Act, offers State Income Tax assistance to citizens, and offers assistance to citizens through the Real Estate Tax Advantage Program (REAP), which provides real estate tax relief for persons 65 years of age and older, or permanently and totally disabled persons, so long as they own and occupy their home. Eligibility for REAP is limited to a maximum net worth of \$500,000 and annual income of \$75,000. Those that meet these requirements may receive 100% relief up to a proposed cap of \$3,200. There are over 6,000 REAP participants who were provided tax relief totaling \$10,983,299 in FY22.

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## ACCOUNTING

The Accounting Division has three operating sections: General Accounting, Payroll, and Accounts Payable. The General Accounting Section assigns and establishes all account coding, exercises internal controls over receipts and disbursements, records accounting transactions, prepares the county's Annual Comprehensive Financial Report, maintains inventory records of county property, maintains and supervises fixed assets, grants accounting, and complies with IRS arbitrage and rebate requirements. The Accounting Division completes cash management reporting including bank reconciliations and the county's investment portfolio. The Payroll Section audits and approves payrolls, and processes approximately 25,000 payroll direct deposits/checks per month. Payroll is responsible for recording payroll deductions, depositing taxes and deductions withheld, and completing required reporting of such activity.

The Accounts Payable Section reviews documentation submitted with batches of invoices that have been entered into Oracle and received secondary approval. Accounts payable approves those batches for payment and processes check runs. Check runs include checks and ACH payments. Accounts Payable is also responsible for monitoring and administrating the County purchasing card program. The Accounting Division provides financial information for the county's annual external audit. The County consistently receives an unmodified, or clean, audit opinion, further illustrating the soundness and conservative nature of Henrico County's fiscal management.

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## TREASURY

The Treasury Division serves as the county's cashier and provides tellers, at both the Western Government Center (WGC) and the Eastern Government Center (EGC), to collect taxes, fees, utility payments, and parking ticket payments. Treasury is also responsible for billing approximately 800,000 real estate and personal property tax accounts and dog license fees. Additional functions include billing and collection of delinquent taxes and fees, taxpayer assistance, and account maintenance. Treasury is divided into three distinct areas: Cash Operations, Receivables and Account Maintenance, and Delinquent Accounts Collections.

Treasury continues to expand billing and payment options for taxpayers and county customers. A Business Tax Filing and Payment Portal was launched May 2021. Payment methods at the government centers include cash, checks, pin-based debit cards, and credit and pin-less debit cards. Treasury offers several offsite payment methods to customers paying for county services, fees and taxes by offering lockbox services, e-box services that take ACH payments, credit/debit cards, by phone or the internet, electronic checks by phone or over the internet, off site cash payment locations, monthly ACH withdrawals, 24/7 drop boxes located conveniently at each government center, and in-person payments at the cashier windows at the government centers. A remote lockbox process is used to quickly deposit drop box payments for personal property and real estate taxes. Real estate and personal property tax bills are mailed in two installments, with due dates of June 5th and December 5th.

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## OFFICE OF MANAGEMENT AND BUDGET

The Office of Management and Budget (OMB) prepares and monitors the operating and capital budgets. This Division works closely with the County Manager's Office in monitoring current revenue collections and projecting future resources as a means of preparing a realistic but conservative budget for future fiscal years. Throughout the year, OMB maintains close contact with all operating departments to avoid deficit spending and to ensure the prudent use of county funds. In addition to preparing the budget, OMB conducts a comprehensive analysis of historic and current economic conditions in the county, culminating in the Financial Trends Monitoring System. This

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document, which is completed every fiscal year, considers multiple economic factors and financial information to identify past trends that aid in the derivation of statistical models to accurately forecast the future county economic health.

It is also the responsibility of the OMB to engage in special studies as they are deemed necessary, as well as conduct a thorough fiscal impact analysis of legislation proposed by the General Assembly. While Henrico County is clearly not immune to changes in the economy, it can mitigate the effects of adverse economic conditions through prudent and conservative fiscal policies. One of the many such proactive measures that the Board of Supervisors has implemented is to plan on a multi-year basis. This allows budgetary and fiscal planning to be conducted more accurately, based on exhaustive analyses of current and anticipated revenues and expenditures, in a thoroughly prepared fashion.

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## PURCHASING

The mission of the Purchasing Division is to professionally procure all goods and services essential to Henrico County and Henrico County Public Schools (HCPS), and to ensure the integrity and efficiency of the procurement process in an environment that is fair to all qualified suppliers. The goal of the Division is to provide overall direction, management, and oversight of the county's centralized procurement functions and the surplus property program. Operation of the Division is accomplished in accordance with the Code of Virginia (Chapter 43, Title 2.2 Virginia Public Procurement Act) and the Code of the County of Henrico, Chapter 16.

The Division assures that Small, Women-Owned, and Minority-Owned (SWaM) suppliers have the maximum practicable opportunity to participate in county procurement transactions by developing and executing procedures in support of the Board of Supervisors' SWaM Supplier Policy. The county continues to reinforce and strengthen its commitment to an inclusive supply chain for the purchase of goods, services, insurance, and construction. Being "Customer Focused, Performance Driven," the Division continues to focus on education for staff and outreach for suppliers.

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## RISK MANAGEMENT

Risk Management, which is included in the Internal Service Fund section of the budget, and described further in a separate narrative, provides protection from accidental losses arising out of the County's General Government and Public Schools operations. Protection is provided through a combination of self-insurance, purchased insurance, and risk transfer mechanisms. The division is responsible for the management of the self-insurance fund, excess insurance coverages, certificates of insurance for proof of insurance, and provides oversight of workers' compensation claim administration and the administration of auto, property, and liability claims. The Risk Management staff provides training and guidance to all county agencies and Henrico County Public Schools to help identify and manage operational risks to minimize potential loss and liabilities. Additionally, Risk Management works in collaboration with Workplace Safety and Emergency Management regarding loss prevention, safety training, and environmental concerns.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
FINANCE**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	9,113,868	10,630,157	11,601,802	971,645	9.1%
50101 Full-Time Salaries and Wages - Overtime	30,295	42,978	42,978	0	0.0%
50102 Part-Time Salaries and Wages- Regular	10,257	15,509	15,509	0	0.0%
50104 Temporary Salaries and Wages - Regular	54,662	7,000	7,000	0	0.0%
50106 Board and Commissions	17,700	18,000	18,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	26,320	26,986	32,053	5,067	18.8%
50109 Vacancy Savings	0	-382,138	-404,900	-22,762	-6.0%
50110 FICA	679,089	818,986	894,052	75,066	9.2%
50111 Retirement VRS	1,310,354	1,757,166	1,925,077	167,911	9.6%
50112 Hospital/Medical Plans	1,339,672	1,688,280	1,792,270	103,990	6.2%
50113 Group Insurance - Life (VRS)	120,850	148,823	163,043	14,220	9.6%
50114 Unemployment Insurance	1,952	0	0	0	0.0%
50201 Legal Services	2,227	4,500	4,500	0	0.0%
50202 Accounting And Auditing Services	0	0	375,000	375,000	100.0%
50203 Management Consulting	17,390	17,390	62,390	45,000	258.8%
50209 Other Professional Services	68,131	72,899	72,899	0	0.0%
50210 Maintenance and Repairs	0	975	975	0	0.0%
50211 Maintenance Service Contracts	2,226	3,500	3,500	0	0.0%
50213 Maintenance Service Contracts- Computers	313,035	283,000	323,000	40,000	14.1%
50220 Lease/Rent Of Equipment	29,141	23,484	23,484	0	0.0%
50221 Lease/Rent Of Buildings	44,997	47,000	47,000	0	0.0%
50230 Temporary Help Service Fees	3,159	5,000	5,000	0	0.0%
50240 Printing and Binding	134,186	101,677	101,677	0	0.0%
50250 Advertising	7,632	12,764	12,764	0	0.0%
50270 Other Contractual Services	204,504	186,930	211,930	25,000	13.4%
50310 Automotive/Motor Pool	37,912	40,006	40,006	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50410 Postal Services	494,077	464,994	464,994	0	0.0%
50412 Telecommunications	51,491	58,708	58,708	0	0.0%
50430 Mileage	0	142	142	0	0.0%
50431 Education and Training	24,865	75,850	75,850	0	0.0%
50450 Dues And Association Memberships	22,461	22,440	22,440	0	0.0%
50453 Freight Charges	0	75	75	0	0.0%
50455 Tuition	7,923	0	0	0	0.0%
50500 Office Supplies	54,221	79,407	79,407	0	0.0%
50501 Food Supplies and Food Service Supplies	3,792	899	899	0	0.0%
50507 Gasoline	0	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	139	200	200	0	0.0%
50512 Books and Subscriptions	7,889	11,251	11,251	0	0.0%
50514 Other Operating Supplies	3,810	5,340	5,340	0	0.0%
50521 Computer Software	18,514	27,600	27,600	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	853	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	7,289	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,818	2,575	2,575	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	750	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	2,560	0	0	0	0.0%
50836 Technology Infrastructure - Replacement Less Than \$10,000	509	0	0	0	0.0%
<b>Total Department</b>	<b>14,272,520</b>	<b>16,320,453</b>	<b>18,120,590</b>	<b>1,800,137</b>	<b>11.0%</b>



## Operating Line Item Budget By Cost Center Henrico County, Virginia FY2023-24 FINANCE

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>14001 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	291,109	347,686	473,525	125,839	36.2%
50101 Full-Time Salaries and Wages - Overtime	0	1,169	1,169	0	0.0%
50104 Temporary Salaries and Wages - Regular	33,983	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	298	489	994	505	103.3%
50109 Vacancy Savings	0	-12,499	-15,417	-2,918	-23.3%
50110 FICA	28,386	26,079	34,379	8,300	31.8%
50111 Retirement VRS	42,005	57,473	78,552	21,079	36.7%
50112 Hospital/Medical Plans	38,738	40,928	48,362	7,434	18.2%
50113 Group Insurance - Life (VRS)	3,793	4,868	6,653	1,785	36.7%
50202 Accounting And Auditing Services	0	0	375,000	375,000	100.0%
50209 Other Professional Services	2,616	1,600	1,600	0	0.0%
50220 Lease/Rent Of Equipment	2,122	2,000	2,000	0	0.0%
50240 Printing and Binding	108	250	250	0	0.0%
50250 Advertising	621	150	150	0	0.0%
50270 Other Contractual Services	39,730	6,000	6,000	0	0.0%
50410 Postal Services	10	150	150	0	0.0%
50412 Telecommunications	1,238	2,400	2,400	0	0.0%
50431 Education and Training	1,010	65,000	65,000	0	0.0%
50450 Dues And Association Memberships	1,755	2,000	2,000	0	0.0%
50500 Office Supplies	4,174	1,618	1,618	0	0.0%
50501 Food Supplies and Food Service Supplies	3,029	118	118	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	0	150	150	0	0.0%
50514 Other Operating Supplies	45	0	0	0	0.0%
50521 Computer Software	57	500	500	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	400	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	825	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	1,500	1,500	0	0.0%
<b>Total Cost Center</b>	<b>496,052</b>	<b>549,629</b>	<b>1,086,653</b>	<b>537,024</b>	<b>97.7%</b>
<b>14002 Technology</b>					
50213 Maintenance Service Contracts- Computers	313,035	283,000	323,000	40,000	14.1%
50270 Other Contractual Services	92,353	87,580	112,580	25,000	28.5%
50521 Computer Software	1,540	1,900	1,900	0	0.0%
<b>Total Cost Center</b>	<b>406,928</b>	<b>372,480</b>	<b>437,480</b>	<b>65,000</b>	<b>17.5%</b>
<b>14003 Accounting</b>					
50100 Full-Time Salaries and Wages - Regular	1,458,923	1,566,793	1,758,695	191,902	12.2%
50101 Full-Time Salaries and Wages - Overtime	302	6,100	6,100	0	0.0%
50104 Temporary Salaries and Wages - Regular	550	7,000	7,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,708	2,097	2,924	827	39.4%
50109 Vacancy Savings	0	-56,324	-61,057	-4,733	-8.4%
50110 FICA	107,913	120,862	136,052	15,190	12.6%
50111 Retirement VRS	208,722	258,991	291,813	32,822	12.7%
50112 Hospital/Medical Plans	165,855	235,336	252,555	17,219	7.3%
50113 Group Insurance - Life (VRS)	19,341	21,935	24,715	2,780	12.7%
50210 Maintenance and Repairs	0	500	500	0	0.0%
50211 Maintenance Service Contracts	0	1,000	1,000	0	0.0%
50220 Lease/Rent Of Equipment	2,031	2,500	2,500	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50240 Printing and Binding	1,274	1,127	1,127	0	0.0%
50250 Advertising	150	0	0	0	0.0%
50270 Other Contractual Services	3,749	17,500	17,500	0	0.0%
50410 Postal Services	31,031	40,000	40,000	0	0.0%
50412 Telecommunications	4,536	5,364	5,364	0	0.0%
50431 Education and Training	7,070	4,500	4,500	0	0.0%
50450 Dues And Association Memberships	3,182	3,000	3,000	0	0.0%
50500 Office Supplies	8,928	14,500	14,500	0	0.0%
50521 Computer Software	1,282	2,700	2,700	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	6,024	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,032,571</b>	<b>2,255,481</b>	<b>2,511,488</b>	<b>256,007</b>	<b>11.4%</b>

#### 14004 Budget

50100 Full-Time Salaries and Wages - Regular	507,455	604,399	681,510	77,111	12.8%
50101 Full-Time Salaries and Wages - Overtime	0	1,000	1,000	0	0.0%
50102 Part-Time Salaries and Wages-Regular	10,257	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	10,462	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,381	1,939	2,152	213	11.0%
50109 Vacancy Savings	0	-21,727	-23,975	-2,248	-10.3%
50110 FICA	38,306	46,313	52,412	6,099	13.2%
50111 Retirement VRS	71,648	99,907	113,086	13,179	13.2%
50112 Hospital/Medical Plans	64,648	81,856	85,976	4,120	5.0%
50113 Group Insurance - Life (VRS)	6,559	8,462	9,578	1,116	13.2%
50220 Lease/Rent Of Equipment	4,188	6,000	6,000	0	0.0%
50240 Printing and Binding	1,824	3,900	3,900	0	0.0%
50270 Other Contractual Services	22,244	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	0	52	52	0	0.0%
50410 Postal Services	82	300	300	0	0.0%
50412 Telecommunications	2,431	2,544	2,544	0	0.0%
50430 Mileage	0	50	50	0	0.0%
50431 Education and Training	1,440	0	0	0	0.0%
50450 Dues And Association Memberships	1,225	1,775	1,775	0	0.0%
50500 Office Supplies	916	3,700	3,700	0	0.0%
50501 Food Supplies and Food Service Supplies	147	0	0	0	0.0%
50512 Books and Subscriptions	66	636	636	0	0.0%
50521 Computer Software	208	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	453	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	1,075	1,075	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	750	0	0	0	0.0%
<b>Total Cost Center</b>	<b>746,690</b>	<b>842,181</b>	<b>941,771</b>	<b>99,590</b>	<b>11.8%</b>
<b>14005 Treasury</b>					
50100 Full-Time Salaries and Wages - Regular	1,699,452	1,912,106	2,065,958	153,852	8.0%
50101 Full-Time Salaries and Wages - Overtime	22,731	17,828	17,828	0	0.0%
50104 Temporary Salaries and Wages - Regular	3,298	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	11,451	4,887	5,935	1,048	21.4%
50109 Vacancy Savings	0	-68,737	-71,485	-2,748	-4.0%
50110 FICA	123,589	147,640	160,006	12,366	8.4%
50111 Retirement VRS	244,245	316,071	342,791	26,720	8.5%
50112 Hospital/Medical Plans	349,608	358,120	384,412	26,292	7.3%
50113 Group Insurance - Life (VRS)	22,560	26,769	29,032	2,263	8.5%
50201 Legal Services	812	2,000	2,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50209 Other Professional Services	12,016	9,919	9,919	0	0.0%
50211 Maintenance Service Contracts	2,226	2,500	2,500	0	0.0%
50220 Lease/Rent Of Equipment	2,928	2,827	2,827	0	0.0%
50240 Printing and Binding	117,813	84,000	84,000	0	0.0%
50250 Advertising	903	4,000	4,000	0	0.0%
50270 Other Contractual Services	23,066	23,000	23,000	0	0.0%
50310 Automotive/Motor Pool	111	50	50	0	0.0%
50410 Postal Services	388,297	350,000	350,000	0	0.0%
50412 Telecommunications	11,893	13,400	13,400	0	0.0%
50431 Education and Training	5,632	0	0	0	0.0%
50450 Dues And Association Memberships	1,422	375	375	0	0.0%
50500 Office Supplies	16,867	17,700	17,700	0	0.0%
50514 Other Operating Supplies	2,451	3,000	3,000	0	0.0%
50521 Computer Software	312	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	440	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,818	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	1,864	0	0	0	0.0%
50836 Technology Infrastructure - Replacement Less Than \$10,000	509	0	0	0	0.0%
<b>Total Cost Center</b>	<b>3,068,314</b>	<b>3,227,455</b>	<b>3,447,248</b>	<b>219,793</b>	<b>6.8%</b>
<b>14006 Purchasing</b>					
50100 Full-Time Salaries and Wages - Regular	823,023	1,032,465	1,167,812	135,347	13.1%
50101 Full-Time Salaries and Wages - Overtime	0	1,000	1,000	0	0.0%
50102 Part-Time Salaries and Wages-Regular	0	15,509	15,509	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,371	4,928	5,576	648	13.1%
50109 Vacancy Savings	0	-37,116	-41,084	-3,968	-10.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	59,727	80,247	89,757	9,510	11.9%
50111 Retirement VRS	119,235	170,667	193,780	23,113	13.5%
50112 Hospital/Medical Plans	117,630	153,480	161,205	7,725	5.0%
50113 Group Insurance - Life (VRS)	11,023	14,455	16,412	1,957	13.5%
50209 Other Professional Services	3,499	7,380	7,380	0	0.0%
50210 Maintenance and Repairs	0	150	150	0	0.0%
50220 Lease/Rent Of Equipment	4,314	4,860	4,860	0	0.0%
50221 Lease/Rent Of Buildings	44,997	47,000	47,000	0	0.0%
50240 Printing and Binding	126	1,000	1,000	0	0.0%
50250 Advertising	793	3,030	3,030	0	0.0%
50270 Other Contractual Services	161	3,000	3,000	0	0.0%
50310 Automotive/Motor Pool	3,027	2,692	2,692	0	0.0%
50410 Postal Services	196	2,000	2,000	0	0.0%
50412 Telecommunications	4,390	4,600	4,600	0	0.0%
50430 Mileage	0	50	50	0	0.0%
50431 Education and Training	5,806	6,350	6,350	0	0.0%
50450 Dues And Association Memberships	4,487	4,600	4,600	0	0.0%
50453 Freight Charges	0	75	75	0	0.0%
50500 Office Supplies	4,852	8,500	8,500	0	0.0%
50507 Gasoline	0	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	139	200	200	0	0.0%
50512 Books and Subscriptions	0	100	100	0	0.0%
50514 Other Operating Supplies	0	500	500	0	0.0%
50521 Computer Software	13,805	22,500	22,500	0	0.0%
<b>Total Cost Center</b>	<b>1,224,601</b>	<b>1,554,322</b>	<b>1,728,654</b>	<b>174,332</b>	<b>11.2%</b>

#### **14101 Real Estate Assessment**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50100 Full-Time Salaries and Wages - Regular	2,323,944	2,557,472	2,703,386	145,914	5.7%
50101 Full-Time Salaries and Wages - Overtime	1,704	1,500	1,500	0	0.0%
50104 Temporary Salaries and Wages - Regular	6,369	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,049	4,035	4,984	949	23.5%
50109 Vacancy Savings	0	-91,937	-95,105	-3,168	-3.4%
50110 FICA	171,482	195,761	207,717	11,956	6.1%
50111 Retirement VRS	333,275	422,750	448,584	25,834	6.1%
50112 Hospital/Medical Plans	304,394	358,120	376,145	18,025	5.0%
50113 Group Insurance - Life (VRS)	30,806	35,805	37,993	2,188	6.1%
50203 Management Consulting	17,390	17,390	62,390	45,000	258.8%
50220 Lease/Rent Of Equipment	2,471	2,697	2,697	0	0.0%
50240 Printing and Binding	654	300	300	0	0.0%
50250 Advertising	177	177	177	0	0.0%
50310 Automotive/Motor Pool	16,247	16,212	16,212	0	0.0%
50410 Postal Services	1,535	3,044	3,044	0	0.0%
50412 Telecommunications	11,522	10,000	10,000	0	0.0%
50431 Education and Training	3,340	0	0	0	0.0%
50450 Dues And Association Memberships	8,915	8,540	8,540	0	0.0%
50500 Office Supplies	4,855	6,674	6,674	0	0.0%
50512 Books and Subscriptions	4,568	3,800	3,800	0	0.0%
50514 Other Operating Supplies	1,314	1,840	1,840	0	0.0%
50521 Computer Software	947	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	696	0	0	0	0.0%
<b>Total Cost Center</b>	<b>3,249,654</b>	<b>3,554,180</b>	<b>3,800,878</b>	<b>246,698</b>	<b>6.9%</b>

**14102 Board of R/E Review and Equalization**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50106 Board and Commissions	17,700	18,000	18,000	0	0.0%
50110 FICA	1,354	1,377	1,377	0	0.0%
50250 Advertising	1,423	1,657	1,657	0	0.0%
50500 Office Supplies	173	145	145	0	0.0%
50501 Food Supplies and Food Service Supplies	373	286	286	0	0.0%
<b>Total Cost Center</b>	<b>21,023</b>	<b>21,465</b>	<b>21,465</b>	<b>0</b>	<b>0.0%</b>
<b>14201 Vehicle</b>					
50100 Full-Time Salaries and Wages - Regular	855,128	1,193,798	1,277,971	84,173	7.1%
50101 Full-Time Salaries and Wages - Overtime	5,333	10,385	10,385	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,820	3,630	4,647	1,017	28.0%
50109 Vacancy Savings	0	-42,915	-44,959	-2,044	-4.8%
50110 FICA	62,996	92,120	98,934	6,814	7.4%
50111 Retirement VRS	123,527	197,335	212,059	14,724	7.5%
50112 Hospital/Medical Plans	129,908	214,872	225,687	10,815	5.0%
50113 Group Insurance - Life (VRS)	11,297	16,713	17,960	1,247	7.5%
50114 Unemployment Insurance	345	0	0	0	0.0%
50210 Maintenance and Repairs	0	100	100	0	0.0%
50220 Lease/Rent Of Equipment	5,555	1,300	1,300	0	0.0%
50230 Temporary Help Service Fees	3,159	5,000	5,000	0	0.0%
50240 Printing and Binding	10,247	8,100	8,100	0	0.0%
50250 Advertising	1,868	2,000	2,000	0	0.0%
50270 Other Contractual Services	4,859	10,000	10,000	0	0.0%
50310 Automotive/Motor Pool	0	250	250	0	0.0%
50410 Postal Services	50,290	44,000	44,000	0	0.0%
50412 Telecommunications	5,696	6,500	6,500	0	0.0%
50431 Education and Training	467	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50450 Dues And Association Memberships	140	610	610	0	0.0%
50455 Tuition	7,923	0	0	0	0.0%
50500 Office Supplies	2,928	8,300	8,300	0	0.0%
50501 Food Supplies and Food Service Supplies	163	225	225	0	0.0%
50512 Books and Subscriptions	3,220	6,115	6,115	0	0.0%
<b>Total Cost Center</b>	<b>1,286,869</b>	<b>1,778,438</b>	<b>1,895,184</b>	<b>116,746</b>	<b>6.6%</b>
<b>14202 Business</b>					
50100 Full-Time Salaries and Wages - Regular	1,154,834	1,415,438	1,472,945	57,507	4.1%
50101 Full-Time Salaries and Wages - Overtime	225	3,996	3,996	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,242	4,981	4,841	-140	-2.8%
50109 Vacancy Savings	0	-50,883	-51,818	-935	-1.8%
50110 FICA	85,336	108,587	113,418	4,831	4.4%
50111 Retirement VRS	167,697	233,972	244,412	10,440	4.5%
50112 Hospital/Medical Plans	168,891	245,568	257,928	12,360	5.0%
50113 Group Insurance - Life (VRS)	15,471	19,816	20,700	884	4.5%
50114 Unemployment Insurance	1,607	0	0	0	0.0%
50201 Legal Services	1,415	2,500	2,500	0	0.0%
50209 Other Professional Services	50,000	54,000	54,000	0	0.0%
50210 Maintenance and Repairs	0	225	225	0	0.0%
50220 Lease/Rent Of Equipment	5,532	1,300	1,300	0	0.0%
50240 Printing and Binding	2,140	3,000	3,000	0	0.0%
50250 Advertising	1,697	1,750	1,750	0	0.0%
50270 Other Contractual Services	18,342	39,850	39,850	0	0.0%
50310 Automotive/Motor Pool	18,527	20,750	20,750	0	0.0%
50410 Postal Services	22,636	25,500	25,500	0	0.0%
50412 Telecommunications	9,785	13,900	13,900	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50430 Mileage	0	42	42	0	0.0%
50431 Education and Training	100	0	0	0	0.0%
50450 Dues And Association Memberships	1,335	1,540	1,540	0	0.0%
50500 Office Supplies	10,528	18,270	18,270	0	0.0%
50501 Food Supplies and Food Service Supplies	80	270	270	0	0.0%
50512 Books and Subscriptions	35	450	450	0	0.0%
50521 Computer Software	363	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,739,818</b>	<b>2,164,822</b>	<b>2,249,769</b>	<b>84,947</b>	<b>3.9%</b>



# GENERAL SERVICES

## DESCRIPTION

The Department of General Services provides quality support services for all county operations. General Services does this in an effective, economical, and efficient manner, with pride and concern for those served. All activities are conducted in accordance with the Department’s four core values: safety in the workplace; outstanding customer service; stewardship; and respecting and valuing others. General Services is a diversified operation that consists of six divisions: Administration, Building and Grounds, Café 1611, Security, Support Services, and Central Automotive Maintenance.

The Administration Division consists of four groups. The Director’s office handles the management and administrative functions for the Department. The Financial group handles financial transactions for the Department as well as taking the lead role in budget preparation. The Capital Projects group manages the CIP request process for all County Agencies (except DPU and DPW). They also manage the design and construction of all habitable buildings as well as refresh and repurpose projects for existing facilities. Energy Management is responsible for reducing the County’s energy consumption as well as promoting conservation in all County activities.

The Building and Grounds Division provides a safe and clean environment for citizens and employees to conduct business by maintaining over 2,944,374 square feet of county buildings.

Café 1611 operates the cafeteria at the Western Government Complex and provides catering services for County functions.

The Security Division safeguards county property and monitors the security of facilities through patrols and 24 hours per day security console operations.

Support Services includes the copy center, print shop, mail delivery, clerical storeroom, and record retention functions.

Central Automotive Maintenance (CAM) provides fleet management, automotive maintenance and fueling operations for the County. Details of CAM’s budget can be found in the Internal Service Fund section of this book.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 6,843,838	\$ 8,399,239	\$ 8,690,418	3.5%
Operation	7,819,309	7,380,997	7,690,996	4.2%
Capital	382,252	309,820	309,820	0.0%
Total	<u>\$ 15,045,399</u>	<u>\$ 16,090,056</u>	<u>\$ 16,691,234</u>	<u>3.7%</u>
Personnel Complement	111	105 *	105	0

\* 6 vacant positions were transferred in FY23 to Police for School Resource Officers.

**PERFORMANCE MEASURES**

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Preventive Mechanical Maint. Work Orders	8,768	10,250	10,250	0%
Corrective Maintenance Work Orders	15,125	15,000	15,000	0%
Square Feet Maintained	2,914,760	2,971,027	2,971,027	0%

**OBJECTIVES**

- To provide county departments and agencies with effective office support services so departments and agencies can effectively carry out their assigned functions.
- To provide facilities planning, design, construction, building and grounds maintenance, food services and 24/7 security services to enhance the use and quality of county facilities.
- To exercise sound financial management and accountability of public funds used toward departmental and County-wide objectives. Through a uniform system of accounting, financial reporting, and internal control.

**BUDGET HIGHLIGHTS**

The Department’s budget for FY24 is \$16,691,234. This represents an increase of \$601,178, or 3.7% when compared to the previous fiscal year. Personnel cost include pay increases for all employees, increase for health care cost, and retirement. The department’s personnel complement reflects a reduction of six positions from the Security Operation and Café 1611 to support the addition of ten Police Officers to increase the number of School Resource Officers. The operating budget increased \$309,999 or 4.2%. Funding is provided for the following: Police Athletic League Facility to cover maintenance repairs, electric services, heating service, water service, sewer service, refuse service, and janitorial supplies. Capital funding is consistent with previous fiscal year.

**ADMINISTRATION**

The General Services Administration budget totals \$2,287,419 representing an increase of \$228,803 or 11.1%, when compared to the previous fiscal year. This increase reflects a pay increase for all employees, retirement, and health care costs.

General Services Administration includes the Department management, all business functions, budgetary oversight, and fiscal management for the other divisions. It also includes the Capital Projects group, which works with other departments to develop CIP requests and manages the design and construction of all habitable buildings for the County. The Administration division is responsible for the County’s energy management program and has been tasked with promoting an environment that generates conservation across all activities within the County.

**BUILDING AND GROUNDS**

Building and Grounds budget for FY24 is \$12,116,549 representing an increase of \$746,942, or 6.6% percent, when compared to the previous fiscal year. This increase reflects a pay increase for all employees, retirement, health care

### *General Services*

costs, maintenance and repairs, utilities services, janitorial supplies, repair and maintenance supplies and telecommunications.

The Buildings and Grounds Division provides building, custodial, and grounds maintenance at numerous County facilities, and coordination of the Training Center. New allocations are dedicated for the Division's Building Maintenance Program, which supports painting, re-carpeting, and fitness center equipment replacement throughout the County.

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#### CAFÉ 1611

In FY24, the budget for the Employee Cafeteria totals \$425,537 which reflects a decrease of \$88,936 or 17.3%, when compared to the previous fiscal year. The decrease reflects a reduction in personnel cost, retirement, health care, group life and computer software. This area operates the cafeteria at the Western Government Complex and provides catering for County events.

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#### SECURITY

The budget for the Security Division totals \$1,232,818, representing a decrease of \$326,810, or 21.0 % when compared to the previous fiscal year. The decrease reflects a reduction in personnel cost, retirement, health care, group life cost. Security safeguards county property by monitoring facilities through patrols and a 24-hour per day security console operation.

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#### SUPPORT SERVICES

The FY24 budget of \$628,911 for the Support Services division represents an increase of \$41,179, or 7.0%, when compared to the previous fiscal year. This increase reflects a pay increase for all employees, retirement, healthcare, automotive/motor pool, and operating supplies.

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#### CENTRAL AUTOMOTIVE MAINTENANCE

The budget for this area is captured in the Internal Service Fund as opposed to the General Fund since funding for operations are provided primarily through inter-departmental billings. Central Automotive Maintenance (CAM) is the division that maintains all County motorized equipment; operates eight self-service fueling facilities throughout



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
GENERAL SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	4,650,917	5,803,827	6,056,550	252,723	4.4%
50101 Full-Time Salaries and Wages - Overtime	311,337	141,232	141,232	0	0.0%
50104 Temporary Salaries and Wages - Regular	60,203	89,513	89,513	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	12,780	13,184	11,270	-1,914	-14.5%
50109 Vacancy Savings	0	-208,639	-214,740	-6,101	-2.9%
50110 FICA	359,660	461,140	478,042	16,902	3.7%
50111 Retirement VRS	664,731	959,372	1,001,149	41,777	4.4%
50112 Hospital/Medical Plans	788,868	1,135,752	1,128,435	-7,317	-0.6%
50113 Group Insurance - Life (VRS)	61,335	81,254	84,792	3,538	4.4%
50114 Unemployment Insurance	9,360	0	0	0	0.0%
50200 Medical Services	0	400	400	0	0.0%
50201 Legal Services	8,808	0	0	0	0.0%
50204 Engineering/Architectural Services	4,170	16,970	16,970	0	0.0%
50209 Other Professional Services	43,969	47,700	47,700	0	0.0%
50210 Maintenance and Repairs	1,697,403	1,318,379	1,391,879	73,500	5.6%
50211 Maintenance Service Contracts	516,194	742,978	792,978	50,000	6.7%
50212 Vehicle Repair	926	13,400	13,400	0	0.0%
50220 Lease/Rent Of Equipment	70,953	60,356	60,356	0	0.0%
50240 Printing and Binding	481	1,100	850	-250	-22.7%
50250 Advertising	0	100	100	0	0.0%
50260 Laundry and Dry Cleaning	0	500	0	-500	-100.0%
50270 Other Contractual Services	98,287	117,869	115,869	-2,000	-1.7%
50280 Janitorial	1,116,302	1,302,678	1,352,678	50,000	3.8%
50285 Landscaping	837,872	419,000	469,000	50,000	11.9%
50286 Weed and Pest Control	14,478	18,450	18,450	0	0.0%
50310 Automotive/Motor Pool	171,910	191,034	190,534	-500	-0.3%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50400 Electric Services	1,535,565	1,566,532	1,630,575	64,043	4.1%
50401 Heating Services	399,540	330,300	330,300	0	0.0%
50402 Water Service	126,229	94,002	96,452	2,450	2.6%
50403 Sewer Service	89,013	70,200	73,150	2,950	4.2%
50404 Refuse Service	29,503	48,901	51,301	2,400	4.9%
50410 Postal Services	528,258	549,399	549,399	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	62,954	97,536	101,136	3,600	3.7%
50430 Mileage	690	600	600	0	0.0%
50431 Education and Training	351	11,596	11,596	0	0.0%
50450 Dues And Association Memberships	4,568	8,015	8,070	55	0.7%
50453 Freight Charges	6,431	6,993	6,938	-55	-0.8%
50455 Tuition	0	10,110	10,110	0	0.0%
50459 Other Charges Miscellaneous	315	5,000	10,000	5,000	100.0%
50500 Office Supplies	6,942	11,351	11,851	500	4.4%
50501 Food Supplies and Food Service Supplies	7,522	113,709	106,709	-7,000	-6.2%
50502 Agricultural Supplies	18,915	36,500	36,500	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	163,460	165,900	170,756	4,856	2.9%
50506 Repair and Maintenance Supplies	470,900	495,510	501,310	5,800	1.2%
50509 Vehicle and Powered Equipment Supplies	13,750	10,000	10,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	24,089	24,934	24,934	0	0.0%
50512 Books and Subscriptions	803	700	700	0	0.0%
50514 Other Operating Supplies	83,803	77,300	79,165	1,865	2.4%
50516 Chemicals	202,717	28,445	28,445	0	0.0%
50517 Small Tools	11,572	11,200	11,200	0	0.0%
50521 Computer Software	11,355	21,050	24,335	3,285	15.6%
50801 Machinery and Equipment-New \$10,000 and Over	6,830	5,000	5,000	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	1,400	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	29,281	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50813 Telecommunications Equipment-New Less Than \$10,000	32,155	3,000	0	-3,000	-100.0%
50815 Computer Equipment-New Less Than \$10,000	0	2,500	2,500	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	145,393	19,880	19,880	0	0.0%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	100,760	80,440	80,440	0	0.0%
50823 Telecommunications Equipment- Replacement \$10,000 and Over	18,345	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	10,950	22,500	22,500	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	20,892	25,000	25,000	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	3,731	500	3,500	3,000	600.0%
50835 Computer Equipment-Replacement Less Than \$10,000	1,115	2,500	2,500	0	0.0%
50841 Machinery and Equipment- Rehabilitation	11,400	148,500	148,500	0	0.0%
50911 Interdepartmental Billings	-637,042	-743,246	-751,675	-8,429	-1.1%
<b>Total Department</b>	<b>15,045,399</b>	<b>16,090,056</b>	<b>16,691,234</b>	<b>601,178</b>	<b>3.7%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
GENERAL SERVICES**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>16102 Records Management</b>					
50100 Full-Time Salaries and Wages - Regular	270,376	317,871	347,069	29,198	9.2%
50101 Full-Time Salaries and Wages - Overtime	484	1,357	1,357	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	36	210	255	45	21.4%
50109 Vacancy Savings	0	-11,427	-12,197	-770	-6.7%
50110 FICA	19,584	24,421	26,655	2,234	9.1%
50111 Retirement VRS	39,098	52,544	57,371	4,827	9.2%
50112 Hospital/Medical Plans	56,807	81,856	85,976	4,120	5.0%
50113 Group Insurance - Life (VRS)	3,613	4,450	4,859	409	9.2%
50210 Maintenance and Repairs	1,420	9,540	9,540	0	0.0%
50211 Maintenance Service Contracts	4,052	9,761	9,761	0	0.0%
50220 Lease/Rent Of Equipment	50,528	52,656	52,656	0	0.0%
50240 Printing and Binding	147	500	250	-250	-50.0%
50270 Other Contractual Services	86,394	96,852	94,852	-2,000	-2.1%
50310 Automotive/Motor Pool	18,600	17,537	18,653	1,116	6.4%
50410 Postal Services	528,135	548,549	548,549	0	0.0%
50412 Telecommunications	1,512	2,075	2,175	100	4.8%
50453 Freight Charges	1,098	130	130	0	0.0%
50500 Office Supplies	1,177	1,200	1,200	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,303	800	800	0	0.0%
50514 Other Operating Supplies	47,897	40,700	42,565	1,865	4.6%
50521 Computer Software	142	0	285	285	100.0%
50801 Machinery and Equipment-New \$10,000 and Over	6,830	0	0	0	0.0%
	94				

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	2,000	2,000	0	0.0%
50911 Interdepartmental Billings	-561,689	-665,850	-665,850	0	0.0%
<b>Total Cost Center</b>	<b>577,544</b>	<b>587,732</b>	<b>628,911</b>	<b>41,179</b>	<b>7.0%</b>
<b>16201 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	1,385,929	1,476,916	1,657,287	180,371	12.2%
50101 Full-Time Salaries and Wages - Overtime	8,730	500	500	0	0.0%
50104 Temporary Salaries and Wages - Regular	27,259	31,741	31,741	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,841	3,229	2,964	-265	-8.2%
50109 Vacancy Savings	0	-53,093	-58,243	-5,150	-9.7%
50110 FICA	104,836	114,945	124,665	9,720	8.5%
50111 Retirement VRS	198,225	244,134	273,950	29,816	12.2%
50112 Hospital/Medical Plans	170,590	173,944	193,446	19,502	11.2%
50113 Group Insurance - Life (VRS)	18,300	20,677	23,202	2,525	12.2%
50201 Legal Services	8,808	0	0	0	0.0%
50204 Engineering/Architectural Services	3,520	9,470	9,470	0	0.0%
50210 Maintenance and Repairs	0	2,612	2,612	0	0.0%
50220 Lease/Rent Of Equipment	3,098	4,396	4,396	0	0.0%
50240 Printing and Binding	53	500	500	0	0.0%
50250 Advertising	0	100	100	0	0.0%
50270 Other Contractual Services	6,491	6,550	6,550	0	0.0%
50310 Automotive/Motor Pool	13,368	11,939	12,652	713	6.0%
50410 Postal Services	123	850	850	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	12,665	13,912	13,912	0	0.0%
50430 Mileage	690	600	600	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431 Education and Training	351	11,596	11,596	0	0.0%
50450 Dues And Association Memberships	4,428	7,915	7,915	0	0.0%
50453 Freight Charges	59	475	475	0	0.0%
50455 Tuition	0	10,110	10,110	0	0.0%
50500 Office Supplies	921	5,051	5,051	0	0.0%
50501 Food Supplies and Food Service Supplies	71	859	859	0	0.0%
50506 Repair and Maintenance Supplies	0	300	300	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	59	652	652	0	0.0%
50512 Books and Subscriptions	803	700	700	0	0.0%
50514 Other Operating Supplies	938	8,800	8,800	0	0.0%
50517 Small Tools	0	500	500	0	0.0%
50521 Computer Software	14,622	19,982	19,982	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	2,500	2,500	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	2,500	2,500	0	0.0%
50911 Interdepartmental Billings	-75,353	-77,396	-85,825	-8,429	-10.9%
<b>Total Cost Center</b>	<b>1,912,475</b>	<b>2,058,616</b>	<b>2,287,419</b>	<b>228,803</b>	<b>11.1%</b>
<b>16202 Employee Cafeteria</b>					
50501 Food Supplies and Food Service Supplies	79	0	0	0	0.0%
<b>Total Cost Center</b>	<b>79</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>16211 Maintenance and Custodial</b>					
50100 Full-Time Salaries and Wages - Regular	2,393,871	2,830,822	3,153,499	322,677	11.4%
50101 Full-Time Salaries and Wages - Overtime	222,682	88,650	88,650	0	0.0%
50104 Temporary Salaries and Wages - Regular	5,606	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,440	4,581	4,511	-70	-1.5%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50109 Vacancy Savings	0	-101,764	-110,918	-9,154	-9.0%
50110 FICA	182,820	223,340	249,672	26,332	11.8%
50111 Retirement VRS	342,681	467,935	521,273	53,338	11.4%
50112 Hospital/Medical Plans	464,849	603,688	644,820	41,132	6.8%
50113 Group Insurance - Life (VRS)	31,645	39,632	44,149	4,517	11.4%
50114 Unemployment Insurance	4,998	0	0	0	0.0%
50200 Medical Services	0	400	400	0	0.0%
50204 Engineering/Architectural Services	650	7,500	7,500	0	0.0%
50209 Other Professional Services	43,669	46,500	46,500	0	0.0%
50210 Maintenance and Repairs	1,685,957	1,280,554	1,354,554	74,000	5.8%
50211 Maintenance Service Contracts	512,142	733,217	783,217	50,000	6.8%
50212 Vehicle Repair	926	13,400	13,400	0	0.0%
50220 Lease/Rent Of Equipment	17,327	3,304	3,304	0	0.0%
50240 Printing and Binding	281	0	0	0	0.0%
50270 Other Contractual Services	5,402	14,467	14,467	0	0.0%
50280 Janitorial	1,116,302	1,302,678	1,352,678	50,000	3.8%
50285 Landscaping	837,872	419,000	469,000	50,000	11.9%
50286 Weed and Pest Control	14,478	18,450	18,450	0	0.0%
50310 Automotive/Motor Pool	118,723	130,058	128,229	-1,829	-1.4%
50400 Electric Services	1,535,565	1,566,532	1,630,575	64,043	4.1%
50401 Heating Services	399,540	330,300	330,300	0	0.0%
50402 Water Service	126,229	94,002	96,452	2,450	2.6%
50403 Sewer Service	89,013	70,200	73,150	2,950	4.2%
50404 Refuse Service	29,503	48,901	51,301	2,400	4.9%
50412 Telecommunications	43,154	71,307	74,807	3,500	4.9%
50453 Freight Charges	5,118	6,033	6,033	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	2,227	2,500	2,500	0	0.0%
50502 Agricultural Supplies	18,915	36,500	36,500	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	163,423	146,900	151,756	4,856	3.3%
50506 Repair and Maintenance Supplies	470,856	494,000	499,800	5,800	1.2%
50509 Vehicle and Powered Equipment Supplies	13,750	10,000	10,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	13,846	12,000	12,000	0	0.0%
50514 Other Operating Supplies	25,575	15,000	15,000	0	0.0%
50516 Chemicals	202,717	25,500	25,500	0	0.0%
50517 Small Tools	11,572	10,700	10,700	0	0.0%
50521 Computer Software	1,858	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	0	5,000	5,000	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	1,400	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	29,281	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	32,055	3,000	0	-3,000	-100.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	145,393	19,880	19,880	0	0.0%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	100,760	80,440	80,440	0	0.0%
50823 Telecommunications Equipment- Replacement \$10,000 and Over	18,345	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	10,950	20,500	20,500	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	20,892	25,000	25,000	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	3,681	500	3,500	3,000	600.0%
50835 Computer Equipment-Replacement Less Than \$10,000	223	0	0	0	0.0%
50841 Machinery and Equipment- Rehabilitation	11,400	148,500	148,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>11,532,562</b>	<b>11,369,607</b>	<b>12,116,549</b>	<b>746,942</b>	<b>6.6%</b>
<b>16212 Security</b>					
50100 Full-Time Salaries and Wages - Regular	401,849	932,780	711,056	-221,724	-23.8%
50101 Full-Time Salaries and Wages - Overtime	78,544	45,725	45,725	0	0.0%
50104 Temporary Salaries and Wages - Regular	27,338	57,772	57,772	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	6,771	4,206	2,759	-1,447	-34.4%
50109 Vacancy Savings	0	-33,532	-26,788	6,744	20.1%
50110 FICA	37,799	79,275	62,313	-16,962	-21.4%
50111 Retirement VRS	55,935	154,188	117,538	-36,650	-23.8%
50112 Hospital/Medical Plans	65,290	214,872	161,205	-53,667	-25.0%
50113 Group Insurance - Life (VRS)	5,131	13,059	9,955	-3,104	-23.8%
50114 Unemployment Insurance	4,362	0	0	0	0.0%
50209 Other Professional Services	300	1,200	1,200	0	0.0%
50210 Maintenance and Repairs	10,026	25,173	25,173	0	0.0%
50310 Automotive/Motor Pool	21,219	31,500	31,000	-500	-1.6%
50412 Telecommunications	4,704	9,500	9,500	0	0.0%
50453 Freight Charges	156	200	200	0	0.0%
50500 Office Supplies	2,337	2,000	2,500	500	25.0%
50506 Repair and Maintenance Supplies	44	1,210	1,210	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	8,881	9,432	9,432	0	0.0%
50514 Other Operating Supplies	9,350	10,000	10,000	0	0.0%
50521 Computer Software	-5,267	1,068	1,068	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	100	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	892	0	0	0	0.0%
<b>Total Cost Center</b>	<b>735,761</b>	<b>1,559,628</b>	<b>1,232,818</b>	<b>-326,810</b>	<b>-21.0%</b>



## Operating Line Item Budget By Cost Center Henrico County, Virginia FY2023-24 GENERAL SERVICES

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>16202 Employee Cafeteria</b>					
50100 Full-Time Salaries and Wages - Regular	198,892	245,438	187,639	-57,799	-23.5%
50101 Full-Time Salaries and Wages - Overtime	897	5,000	5,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	692	958	781	-177	-18.5%
50109 Vacancy Savings	0	-8,823	-6,594	2,229	25.3%
50110 FICA	14,621	19,159	14,737	-4,422	-23.1%
50111 Retirement VRS	28,792	40,571	31,017	-9,554	-23.5%
50112 Hospital/Medical Plans	31,332	61,392	42,988	-18,404	-30.0%
50113 Group Insurance - Life (VRS)	2,646	3,436	2,627	-809	-23.5%
50210 Maintenance and Repairs	0	500	0	-500	-100.0%
50240 Printing and Binding	0	100	100	0	0.0%
50260 Laundry and Dry Cleaning	0	500	0	-500	-100.0%
50412 Telecommunications	919	742	742	0	0.0%
50450 Dues And Association Memberships	140	100	155	55	55.0%
50453 Freight Charges	0	155	100	-55	-35.5%
50459 Other Charges Miscellaneous	315	5,000	10,000	5,000	100.0%
50500 Office Supplies	280	600	600	0	0.0%
50501 Food Supplies and Food Service Supplies	7,372	112,850	105,850	-7,000	-6.2%
50504 Laundry, Housekeeping, and Janitorial Supplies	37	19,000	19,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	2,050	2,050	0	0.0%
50514 Other Operating Supplies	43	2,800	2,800	0	0.0%
50516 Chemicals	0	2,945	2,945	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50521 Computer Software	0	0	3,000	3,000	100.0%
<b>Total Cost Center</b>	<b>286,978</b>	<b>514,473</b>	<b>425,537</b>	<b>-88,936</b>	<b>-17.3%</b>

# INTERNAL AUDIT

## DESCRIPTION

Internal Audit assists the County Manager, Superintendent of Schools, the Board of Supervisors, and the School Board by providing objective analyses, recommendations, advice, and comments concerning areas reviewed to ensure an appropriate level of control at a reasonable cost. To be effective, Internal Audit must maintain independence, and therefore reports directly to the County Manager and the County’s and Schools’ Audit Committees.

Internal Audit evaluates the adequacy and effectiveness of internal controls within County agencies and School operating divisions and examines the quality of performance of their operations for improvement of accountability. Assessing quality of performance includes (1) evaluating the reliability and integrity of financial and operating information and the means to process data; (2) evaluating the sufficiency of compliance with significant plans, policies, procedures, laws, and regulations; (3) ascertaining the adequacy of controls for achieving objectives including safeguarding assets and, as appropriate, verifying asset existence; and (4) examining efficient use of resources and program accomplishments.

## OBJECTIVES

- Perform an annual risk assessment, identify areas of risk for audit, conduct planned internal audits to evaluate controls, recommend workable improvements, and note commendable practices that can be shared with other County agencies and divisions within Schools.
- Follow up on prior internal audits to determine that agreed-upon management action plans have been effectively implemented to address the risks identified during the audits.
- Assist with the County’s annual external audit and help facilitate the external audit of the Schools’ activity funds.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 521,780	\$ 683,439	\$ 736,437	7.8%
Operation	18,423	25,552	27,053	5.9%
Capital	0	0	0	0.0%
Total	<u>\$ 540,203</u>	<u>\$ 708,991</u>	<u>\$ 763,490</u>	<u>7.7%</u>
Personnel Complement	6	6	6	0

Internal Audit

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Financial/Performance Audits and Projects	17	15	15	0
Non-Audit Projects: Follow-ups, Consults, Special Requests	10	8	8	0
% Audit Recommendations agreed to by Mgmt	100	100	100	0
# Management Plans Added for Audit Recommendations	84	50	50	0
External Audit Assistance Testing Areas	17	16	16	0
Hotline Concerns Handled	21	25	25	0
<b>Quality Measures</b>				
% Staff with Professional Certifications and/or Advanced Degrees	60%	60%	80%	20
% Staff Meeting Continuing Professional Education Requirements	100%	100%	100%	0

OBJECTIVES (CONTINUED)

- Advise County and School management, and the County’s and School’s Audit Committees on potential improvements in operations and results through technical assistance.
- Perform requested special audits and follow up on issues raised through the fraud reporting mechanisms and recommend corrective action as required.
- Administer office activities for continuous professional education, training, and skills development, ensuring excellent quality and adherence to independent auditing with integrity.

BUDGET HIGHLIGHTS

Internal Audit's budget of \$763,490 represents an increase of \$54,499 or 7.7% over the FY23 approved budget. The increase is driven primarily by the personnel component, which increased by \$52,998, or 7.8%, and accounts for rising employee salary, healthcare, and benefit costs. The operating component of the budget was increased by \$1,501 to account for rising software contract costs. As the majority of the department's budget (96.5%) consists of personnel costs, service levels are expected to remain consistent in FY24 on General Government and Schools audits, special projects and follow ups.

DEPARTMENT HIGHLIGHTS

With a consolidated Internal Audit function for both the General Government and Schools, both entities are able to leverage audit resources, audit skillsets, standardize processes and tools, and minimize redundancy.

Internal Audit continued exploring new ways to use technology to provide efficient audit services, streamline internal administrative processes, and foster greater collaboration based on the County’s learnings and experiences during the pandemic. The department continued to provide feedback to agencies on their continually evolving processes and control practices. Internal Audit successfully conducted projects during FY23 that include, but are not limited to,



### *Internal Audit*

audits of Finance's administration of the County's purchasing card program, the Cobbs Creek Reservoir project, select construction projects, and department audits related to turnover of key personnel in some General Government agencies such as Recreation & Parks and at various schools.

Internal Audit conducts annual surveys and finalizes risk-based planning assessments to select and perform routine audits of the effectiveness of controls in a number of areas. The goal of the audit planning process is to select auditable areas of risk in the major General Government operating segments and School locations and operating divisions each year. The department manages the County's webpage and telephone hotline that allow citizens and employees to report concerns of potential government fraud, waste, and abuse. These resources may generate additional special projects in the form of investigations or evaluations of controls to sufficiently respond to any reported concerns. Technical assistance is and will continue to be provided to County agencies and School divisions as requested. The department helps to facilitate the external audit of the Schools' student activity funds. The department also assists the County's external auditors with the required annual financial and compliance audits to help control those related costs.

The auditing environment has become increasingly complex and challenging as the County, its agencies, and the School system implement additional technology and as regulations and accounting requirements are continuously changing. To meet these challenges and provide quality audit results, Internal Audit uses automated audit documentation and data analysis software in all its audits to better examine activity in a cost-effective manner. The department pays annual software licensing costs to maintain current versions and vendor support for these tools. In addition, the staff maintain and/or pursue a variety of professional certifications and the department provides for annual continuing education to stay current with requirements, potential business risks, and the latest audit techniques. The software licensing costs as well as the continuing education costs are the two largest components of the operating budget for Internal Audit.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
INTERNAL AUDITING**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	393,126	509,567	550,336	40,769	8.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	740	371	-369	-49.9%
50109 Vacancy Savings	0	-18,318	-19,363	-1,045	-5.7%
50110 FICA	29,270	38,693	41,547	2,854	7.4%
50111 Retirement VRS	57,002	84,231	91,329	7,098	8.4%
50112 Hospital/Medical Plans	37,079	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	5,303	7,134	7,735	601	8.4%
50220 Lease/Rent Of Equipment	0	1,100	1,100	0	0.0%
50240 Printing and Binding	0	50	50	0	0.0%
50410 Postal Services	2	50	50	0	0.0%
50412 Telecommunications	1,675	1,750	1,750	0	0.0%
50430 Mileage	0	50	50	0	0.0%
50431 Education and Training	4,053	8,675	8,675	0	0.0%
50450 Dues And Association Memberships	2,831	3,988	3,988	0	0.0%
50500 Office Supplies	702	1,300	1,300	0	0.0%
50512 Books and Subscriptions	99	1,239	1,140	-99	-8.0%
50514 Other Operating Supplies	113	200	200	0	0.0%
50521 Computer Software	8,948	7,150	8,750	1,600	22.4%
<b>Total Department</b>	<b>540,203</b>	<b>708,991</b>	<b>763,490</b>	<b>54,499</b>	<b>7.7%</b>

# INFORMATION TECHNOLOGY

## DESCRIPTION

The Department of Information Technology’s mission is to deliver technology solutions that serve the Henrico community through modern, secure, and reliable systems and applications. The department strives to deliver all solutions it provides with the core values of customer service, communication, collaboration, being a trusted partner, integrity, accountability, reliability, and fiscal responsibility at the forefront. Services provided include but are not limited to information and office automation equipment selection, application development and/or software selection assistance, ongoing hardware and software maintenance, and data and telecommunications network development and support. Major areas of service include Finance, Community Development/Operations Agencies, Human Resources, and all Public Safety agencies. IT’s Service Desk aids agency personnel on any computer related problems.

The Department also administers and maintains the County’s security cameras, audio-visual systems, and telecommunications infrastructure including telephone systems, mobile devices, and the voice and data plant. In addition, the Department is responsible for the maintenance and support of the Emergency E-911 system for Public Safety and the management of the County’s Geographic Information System (GIS).

## OBJECTIVES

- To provide enterprise server-based computer capabilities to County agencies.
- To assist County agencies in increasing efficiency and effectiveness through using advanced technological tools for administrative and field operations.
- To provide application development and/or software selection services.
- To maintain operational efficiency through using state-of-the-art equipment and software.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change 23 to 24
	Actual	Original	Proposed	
Personnel	\$ 11,815,336	\$ 13,435,209	\$ 14,503,903	8.0%
Operation	6,181,043	5,201,981	5,854,981	12.6%
Capital	140,609	522,205	522,205	0.0%
Interdeptmental Billings	(505,131)	(624,321)	(626,060)	0.3%
Total	<u>\$ 17,631,857</u>	<u>\$ 18,535,074</u>	<u>\$ 20,255,029</u>	<u>9.3%</u>
Personnel Complement*	114	114	114	0

\*Interdepartmental Billings reflect the reimbursement of positions assigned to Information Technology from the Water and Sewer Fund..

PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Support Desk - Tickets	17,782	18,500	19,000	500
Support Desk - Call Queue	6,976	7,500	8,000	500
Systems - Servers Added	70	79	75	(4)
Systems - Servers Decommissioned	60	88	43	(45)
Systems - On Prem Storage (TB)	1,500	947	1095	148
Systems - Cloud Storage (TB)	20	21	33	12.0
Systems - Accounts Created	900	1,124	943	(181)
Systems - Accounts Deleted	1,100	983	1,095	112
Network-Fiber Cabling Installed (Miles)	4	28	8	(20)
Network - Copper Cabling Installed (Miles)	17	7	19	11
Network - Data Drops Added (NEW)	0	0	480	480
DBA - Active Databases	530	534	539	5
Oracle - Change Requests/Projects Completed	627	321	350	29
Oracle - Database Supports	94	126	140	14
APEX - Support Tickets	1,352	1,407	*	0
Enterprise Applications - Support Tickets	1,390	1,500	1,600	100
Finance Applications - Oracle Support Tickets	986	1,422	1,400	(22)
Finance Applications - RCS Support	91	89	100	11
Finance Applications - RBS Support	364	283	300	17
DPU Systems - Support Tickets	333	600	700	100
Webex - Total Meetings	0	22,929	20,000	(2,929)
Teams - Total Meetings	0	13,000	16,000	3,000
eFax - Total Pages	109,716	340,000	380,000	40,000
IT Service Desk Calls - Calls Handled	350,864	330,000	320,000	(10,000)

\* Apex Support Tickets are no longer being reported due to scope change

OBJECTIVES (CONTINUED)

- To administer the Department's information technology resources in a manner that best serves the County's operational and customer service needs.
- To maintain the highest level of proficiency of staff in all areas of technical support.
- To host and support various enterprise applications, including email and Internet connections, to all County agencies.
- To monitor, maintain, and upgrade the County's local and wide area network (LAN/WAN) as efficiently and effectively as possible.

### *Information Technology*

- To manage GIS technology to enhance coordination of Community Development services among County departments.
- To provide the County with an efficient and dependable telecommunications network.
- To administer, maintain, and enhance the County's security camera and audio-visual systems.

## BUDGET HIGHLIGHTS

The Department of Information Technology's (IT) FY24 budget totals \$20,255,029 represents an overall increase of \$1,719,955 or 9.3% from the previous approved budget.

The FY24 personnel budget is \$14,503,903 represents an increase of \$1,068,694 or 8.0% from the previous year. This reflects pay increases for all employees, increases in retirement, and health care cost.

The FY24 operating budget is \$5,854,981 represents an increase of \$653,000 or 12.6% percent from the previous fiscal year. This reflects cost increases for software licenses and annual maintenance agreements. The capital totals \$522,205 and funding is consistent with previous fiscal year.

Interdepartmental Billings reflects the reimbursement of positions assigned to Information Technology. In FY24 \$626,060 is budgeted as a reimbursement from Public Utilities for IT positions that serve the Water and Sewer operation.

## DEPARTMENTAL HIGHLIGHTS

Information Technology is made up of several teams that handle Henrico County's technological internal and external priorities. These various teams are tasked with everyday internal fixes to substantial external projects to help employees, departments, and Henrico citizens, streamline operations for optimal services. Outlined below are the teams and a brief description of how they are an integral part of county infrastructure.

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### IT SYSTEM ENGINEERING TEAM

The IT System Engineering Team is balancing operational priorities along with supporting and enhancing County's workforce telework capabilities. The Team is continually working with departmental business units to examine workflows in efforts to make systems and services more remotely accessible that would normally be solely accessed from an office location.

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### IT DATABASE TEAM

In FY23, the IT Database Team supports 534 production and development databases across 15 multi-node clusters and 29 standalone servers on Microsoft SQL Server, Oracle, and PostgreSQL database platforms. In addition to their normal operational responsibilities, the Database Team continues to actively support the ongoing efforts by IT's Public Safety teams to upgrade the Sheriff's Office Jail Management System (Offender Track) to a new high-availability SQL Server solution as well as supporting data migrations from the legacy Tidemark application to the new ELMS/POSSE system implementation.

#### IT ORACLE EBUSINESS TEAM

The Oracle ERP team supports the technology and infrastructure that run the Oracle eBusiness suite and enterprise APEX applications and provides database administration services for associated databases. Within the last year, they have successfully completed the challenging task of upgrading all Oracle EBS and all legacy Oracle databases to 19c and multitenant architecture.

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#### IT FINANCE SUPPORT TEAM

The IT Finance Support Team played a significant role in the successful execution of the County's Real Estate 2+2 Initiatives and IExpense module of Oracle EBS. The IT Finance Support Team has completed several other notable development and support tasks such as the RBS Tax Billing System, RCS Cashier System, and Vision CAMA systems.

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#### IT NETWORK TEAM/TELECOMM TEAM/LOW VOLTAGE TEAM

By the numbers, the IT Low Voltage team installed more than 18 miles of copper cabling in support of County CIP projects including six conference room upgrades, Fire Station #20, Police Evidence Building, Commonwealth Attorney office renovation, old Evidence Room renovations, Circuit Court renovations, Emergency Operations Center, and new networking for Westmoreland Rd annex (Police & Voter Registration) and ongoing expansion assistance for CRWP.

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#### IT WEB TEAM

The IT Web Team continued to support the messaging and engagement for the county to the public through the main county website, web applications and mobile application. In addition, the team created a new website for Police recruitment, JoinHenricoPolice.com, a newly branded HenricoPrevention.org site with expanded functionality, and a new website for Community Revitalization, HistoricSandston.com.

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#### COMMUNICATIONS AND COLLABORATION TEAM

The IT Communications and Collaboration Team continued to support the enterprise communication and collaboration applications for the County. This includes applications such as telecommunications, Office 365, FileNet, WebEx, Kofax Capture, eFax, and Adobe Sign.

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#### IT SERVICE DESK

The IT Service Desk support is provided via telephone, remote access sessions and deskside visits from technicians. The IT Service Desk has now fully integrated Henrico Area Mental Health and Developmental Services Technology Support Unit. Integrating this unit was a challenge because of the sheer number of new clients to support as well as vastly expanding the number of physical locations the team now must travel. However, we have streamlined and synthesized business processes, workflows, provided cross-training and continue to evaluate skill gaps.

#### IT SECURITY TEAM

The IT Security Team actively participates in MS-ISAC, the Multi-State Information Sharing and Analysis Center, and brings industry best practices into production including always on security through any connection. The team continues to monitor and ensure email authentication, policy, and reporting with a goal to increase the trustworthiness of incoming email and protect the county's reputation in outgoing email.

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#### IT ORACLE APPLICATION EXPRESS (APEX) TEAM

IT Enterprise Development / Oracle Application Express (APEX) Team completed development on the Real Estate Commercial Assessment system, Jury Management System, Facility Inspections and Drill System, and the Social Services Electronic Case Action Management Program.

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#### IT ENTERPRISE APPLICATION TEAM

The IT Enterprise Applications Team, along with the IT Project Management Office (PMO) and Computronix (U.S.A.), Inc., is in design review for the final phase of the Enterprise Land Management System (ELMS) project. Once complete, the development community will submit all Planning applications electronically through the Build Henrico portal (<https://henrico.us/build/>), accomplishing the goal of a paperless land development/improvement application, review, and approval process from start to finish.

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#### IT DPU SYSTEMS TEAM

The IT DPU Systems Team provides implementation, maintenance, and administrative support for the Department of Public Utilities and its applications. Under new management in late 2021, the team made great strides in streamlining operations, planning for, and implementing server and application upgrades, and collaborating with DPU administration to establish modern processes and eliminate bottlenecks to success.

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#### IT PROJECT MANAGEMENT OFFICE (PMO)

The IT Project Management Office (PMO) was able to take on project requests both large and small scale across the Enterprise. First, the PMO has continued to be an integral part of the Enterprise Land Management Solution (ELMS) project. Facilitating the kickoff of the Planning and Development phase of the project, ELMS is set to be fully live in 2023, completing a multi-year, multi-million-dollar project implementation.

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#### IT PUBLIC SAFETY TEAM

The IT Public Safety Team expanded the Incident and Crime Report (ICR) application to allow officers to submit modernized supplemental forms for Domestic Violence, Strangulation, Lethality, and Stalking. The Property Tag system, used to inventory evidence for Police, was expanded to include direct entry of storage location information via a wireless Bluetooth scanner. The team continues to assist ViaPath Technologies on behalf of the Sheriff's Office with data mapping of 3,000 fields for the new Jail Management System (JMS).

## *Information Technology*

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### IT COMPUTER AIDED DISPATCH / COMMUNICATIONS SUPPORT TEAM

The IT Computer Aided Dispatch / Communications Support Team, which designed and developed the CAD24x7 system used in the County's Emergency 9-1-1 communications center, provides 24x7x365 support for this year-round non-stop operation. The CAD24x7 system processed 196,679 calls for service during the previous fiscal year. Features of the CAD24x7 system that saw enhancements and updates include the management of location data such as commonplace names, tow truck assignments, and configuration management tools.

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### IT GIS OFFICE

In FY23, the IT GIS Office successfully onboarded numerous departments to the County's relatively new GIS Web Portal, including Fire, Police, Planning, Building Inspections, Finance, Community Revitalizations, Public Works, and Public Utilities. In addition, they implemented Esri Redistricting for the Department of Planning, assisted with the implementation of Roads and Highways for Public Works, and built a mobile friendly Web GIS Viewer for Assessors in Finance, working with the Division of Fire with updating their Special Reporting Areas (SRA's) based off the new Magisterial Districts, creating Fire Run Books and Station Wall Maps, significantly enhancing the Fire Hazard Classification Process and 911 Response, completing numerous data requests, and developing several surveys, dashboards, and GIS web applications.

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### IT FIRE APPLICATIONS GROUP

In 2021 the IT Fire Applications Group launched the CAREs application, a system for Fire to manage patients and facilities under its CAREs program umbrella. It tracks patient and facility data, managing interactions, day log application, and assigned services.

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### IT MHDS TEAM

The IT MHDS team has concentrated on providing a full suite of reports in Credible Electronic Health Record (EHR), implementing eMAR medication management module, creating a client portal, TRAC-IT- early childhood state reporting program and rolling out the mobile application.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
INFORMATION TECHNOLOGY**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	8,651,458	10,069,223	10,861,239	792,016	7.9%
50101 Full-Time Salaries and Wages - Overtime	3,252	6,600	6,600	0	0.0%
50104 Temporary Salaries and Wages - Regular	49,727	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	30,432	19,533	18,922	-611	-3.1%
50109 Vacancy Savings	0	-361,973	-381,704	-19,731	-5.5%
50110 FICA	640,595	740,198	826,268	86,070	11.6%
50111 Retirement VRS	1,257,438	1,664,443	1,795,363	130,920	7.9%
50112 Hospital/Medical Plans	1,066,445	1,156,216	1,225,158	68,942	6.0%
50113 Group Insurance - Life (VRS)	115,989	140,969	152,057	11,088	7.9%
50209 Other Professional Services	246,193	202,000	202,000	0	0.0%
50210 Maintenance and Repairs	941	15,000	15,000	0	0.0%
50211 Maintenance Service Contracts	243,455	165,657	165,657	0	0.0%
50213 Maintenance Service Contracts-Computers	151,594	345,589	345,589	0	0.0%
50220 Lease/Rent Of Equipment	1,803	21,132	21,132	0	0.0%
50240 Printing and Binding	9	0	0	0	0.0%
50270 Other Contractual Services	17,203	91,296	91,296	0	0.0%
50310 Automotive/Motor Pool	19,821	19,474	19,474	0	0.0%
50410 Postal Services	131	100	100	0	0.0%
50412 Telecommunications	1,044,378	790,460	790,460	0	0.0%
50430 Mileage	0	700	700	0	0.0%
50431 Education and Training	4,713	69,700	69,700	0	0.0%
50450 Dues And Association Memberships	742	500	500	0	0.0%
50453 Freight Charges	0	100	100	0	0.0%
50455 Tuition	6,755	33,500	33,500	0	0.0%
50500 Office Supplies	18,486	55,000	55,000	0	0.0%
50501 Food Supplies and Food Service Supplies	85	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	0	300	300	0	0.0%
50514 Other Operating Supplies	-4,739	0	0	0	0.0%
50521 Computer Software	4,429,473	3,391,473	4,044,473	653,000	19.3%
50805 Computer Equipment-New \$10,000 and Over	10,571	86,100	86,100	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	3,016	15,000	15,000	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	-2,400	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	34,886	91,450	91,450	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	100,233	329,655	329,655	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	-9,234	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	3,537	0	0	0	0.0%
50911 Interdepartmental Billings	-505,131	-624,321	-626,060	-1,739	-0.3%
<b>Total Department</b>	<b>17,631,857</b>	<b>18,535,074</b>	<b>20,255,029</b>	<b>1,719,955</b>	<b>9.3%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
INFORMATION TECHNOLOGY**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>19001 Information Technology</b>					
50100 Full-Time Salaries and Wages - Regular	8,651,458	10,069,223	10,861,239	792,016	7.9%
50101 Full-Time Salaries and Wages - Overtime	3,252	6,600	6,600	0	0.0%
50104 Temporary Salaries and Wages - Regular	49,727	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	30,432	19,533	18,922	-611	-3.1%
50109 Vacancy Savings	0	-361,973	-381,704	-19,731	-5.5%
50110 FICA	640,595	740,198	826,268	86,070	11.6%
50111 Retirement VRS	1,257,438	1,664,443	1,795,363	130,920	7.9%
50112 Hospital/Medical Plans	1,066,445	1,156,216	1,225,158	68,942	6.0%
50113 Group Insurance - Life (VRS)	115,989	140,969	152,057	11,088	7.9%
50209 Other Professional Services	246,193	202,000	202,000	0	0.0%
50210 Maintenance and Repairs	941	15,000	15,000	0	0.0%
50213 Maintenance Service Contracts- Computers	151,594	345,589	345,589	0	0.0%
50220 Lease/Rent Of Equipment	1,803	21,132	21,132	0	0.0%
50240 Printing and Binding	9	0	0	0	0.0%
50270 Other Contractual Services	17,203	91,296	91,296	0	0.0%
50310 Automotive/Motor Pool	19,821	19,474	19,474	0	0.0%
50410 Postal Services	131	100	100	0	0.0%
50412 Telecommunications	674,443	370,088	370,088	0	0.0%
50430 Mileage	0	700	700	0	0.0%
50431 Education and Training	4,713	69,700	69,700	0	0.0%
50450 Dues And Association Memberships	742	500	500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50453 Freight Charges	0	100	100	0	0.0%
50455 Tuition	6,755	33,500	33,500	0	0.0%
50500 Office Supplies	18,486	55,000	55,000	0	0.0%
50501 Food Supplies and Food Service Supplies	85	0	0	0	0.0%
50512 Books and Subscriptions	0	300	300	0	0.0%
50514 Other Operating Supplies	1,163	0	0	0	0.0%
50521 Computer Software	4,429,473	3,391,473	4,044,473	653,000	19.3%
50805 Computer Equipment-New \$10,000 and Over	10,571	86,100	86,100	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	3,016	15,000	15,000	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	250	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	34,886	91,450	91,450	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	100,233	329,655	329,655	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	1,000	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	3,581	0	0	0	0.0%
50911 Interdepartmental Billings	-505,131	-624,321	-626,060	-1,739	-0.3%
<b>Total Cost Center</b>	<b>17,037,297</b>	<b>17,949,045</b>	<b>19,669,000</b>	<b>1,719,955</b>	<b>9.6%</b>
<b>19002 County Phones</b>					
50412 Telecommunications	-124,607	0	0	0	0.0%
50514 Other Operating Supplies	-5,902	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	-2,650	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	-10,234	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	-44	0	0	0	0.0%
<b>Total Cost Center</b>	<b>-143,437</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>19003 E-911</b>					

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50211 Maintenance Service Contracts	182,455	165,657	165,657	0	0.0%
50412 Telecommunications	494,542	420,372	420,372	0	0.0%
<b>Total Cost Center</b>	<b>676,997</b>	<b>586,029</b>	<b>586,029</b>	<b>0</b>	<b>0.0%</b>
<b>19004 Emergency Notification Systems</b>					
50211 Maintenance Service Contracts	61,000	0	0	0	0.0%
<b>Total Cost Center</b>	<b>61,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

# ELECTORAL BOARD

## DESCRIPTION

The General Registrar provides appropriate forms for those registering to vote, maintains the official voter registration records for Henrico County, and other duties defined in the Code of Virginia and by the State Board of Elections. The official voter registration records allow the Registrar to provide an accurate list of voters to each polling place. The Henrico County Electoral Board delegates to the General Registrar the duties of arranging and supervising the elections held in Henrico County.

## OBJECTIVES

- To provide all County residents the opportunity to register to vote.
- To provide fair and honest Federal, Commonwealth, and County elections to qualified registered voters of the county of Henrico.
- To offer absentee voting to all qualified voters of the County of Henrico who request this service.
- To ensure the number of absentee voters is correctly projected, all absentee requests are reported, and issue correct ballots to each voter.
- To provide information about the requirements, procedures, and codes governing campaign reporting.
- To educate staff and poll workers on registration and election laws as well as voting procedures and ensure all poll workers are notified of training dates before each election.
- To ensure every precinct conducts fair and impartial elections and a safe and secure voting environment is provided to each voter.
- To provide information to the public regarding the administration of elections in the County and Commonwealth.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 1,371,233	\$ 1,642,676	\$ 1,784,072	8.6%
Operation	518,757	569,296	642,296	12.8%
Capital	31,375	200	200	0.0%
<b>Total</b>	<b>\$ 1,921,365</b>	<b>\$ 2,212,172</b>	<b>\$ 2,426,568</b>	<b>9.7%</b>
Personnel Complement <sup>(1)</sup>	10	10	10	0

<sup>(1)</sup> Complement does not include one Complement IV position, whose salary is set and funded by the State

## PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Efficiency Measures</b>				
% of Polling Locations Meeting ADA	100%	100%	100%	0
% of Ballots Passing Public Testing	100%	100%	100%	0
% of Ballots Cast Reconciled with Voters	100%	100%	100%	0

## OBJECTIVES (CONTINUED)

- To ensure the programming of ballots is designed in a timely manner to permit voters to cast and mail ballots to the Registrar's office before the voting deadline for each election.
- To ensure all required media advertisements from Virginia General Code are published.
- To ensure precinct manuals on Election Day procedures and actions are supplied to all precinct workers.
- To record all candidate filings for upcoming elections and to collect information on candidates' contributions, committees, and treasurers.
- To provide regulation advice for political advertising.
- To provide required forms and supplies to candidates, treasurers, and committees.

## BUDGET HIGHLIGHTS

The budget for FY24 is \$2,426,568, which represents an increase of \$214,396, or 9.7% compared to the FY23 approved budget. The \$141,396, or 8.6% increase in the personnel component reflects greater salary estimates and associated benefit adjustments as well as additional funding for Election Officials. Officers of Election have not seen a pay increase since 2008. By raising daily Officer pay from \$150 to \$225, Assistant Chief Officer pay from \$180 to \$275, and Chief Officer pay from \$200 to \$300, Election Officials compensation becomes more comparable to modern wages. The operating portion of the budget saw an increase of \$73,000, or 12.8% over last year's, primarily driven by the County's desire to provide an accurate and enjoyable voting experience for its residents. Included in this are increased polling, mailing, and advertising costs. The capital component remains flat from the previous fiscal year.

## DEPARTMENTAL HIGHLIGHTS

The mission statement of the Office of Voter Registration and Elections is: *To promote consistent administration of all elections, registration and campaign finance laws, rules and regulations.*

An election resource not included in the budget is the Henrico County Student Page Program, which is supervised by the department. High school students volunteer to work on Election Day at the polling places to earn community service hours. Their duties include assisting with the opening of polls on Election Day, distributing voting guide pamphlets, operating doors for elderly and disabled voters, and other duties as assigned by the Chief Officer of Election. In the 2022 November General Election, 140 student pages, representing all nine County High Schools, earned 980 hours of community service working at the polling places.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
ELECTORAL BOARD**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	604,663	686,771	730,783	44,012	6.4%
50101 Full-Time Salaries and Wages - Overtime	24,356	19,100	19,100	0	0.0%
50104 Temporary Salaries and Wages - Regular	439,032	601,979	695,504	93,525	15.5%
50105 Temporary Salaries and Wages - Overtime	12,330	4,000	4,000	0	0.0%
50106 Board and Commissions	18,209	16,528	16,528	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	198	552	712	160	29.0%
50109 Vacancy Savings	0	-22,733	-25,325	-2,592	-11.4%
50110 FICA	68,194	101,621	104,611	2,990	2.9%
50111 Retirement VRS	87,651	112,691	120,485	7,794	6.9%
50112 Hospital/Medical Plans	108,108	112,552	107,470	-5,082	-4.5%
50113 Group Insurance - Life (VRS)	8,100	9,615	10,204	589	6.1%
50114 Unemployment Insurance	392	0	0	0	0.0%
50211 Maintenance Service Contracts	140,897	120,926	140,926	20,000	16.5%
50220 Lease/Rent Of Equipment	20,156	31,500	31,500	0	0.0%
50221 Lease/Rent Of Buildings	104,365	132,839	132,839	0	0.0%
50240 Printing and Binding	5,838	2,000	4,000	2,000	100.0%
50250 Advertising	0	1,000	1,948	948	94.8%
50270 Other Contractual Services	658	600	600	0	0.0%
50280 Janitorial	3,453	600	1,800	1,200	200.0%
50310 Automotive/Motor Pool	1,570	400	2,400	2,000	500.0%
50400 Electric Services	0	8,000	8,000	0	0.0%
50410 Postal Services	107,772	72,500	85,283	12,783	17.6%
50411 Messenger Services	0	400	0	-400	-100.0%
50412 Telecommunications	24,083	18,000	18,000	0	0.0%
50430 Mileage	28	2,077	2,077	0	0.0%
50431 Education and Training	4,290	9,544	10,000	456	4.8%



<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50450 Dues And Association Memberships	1,930	2,000	2,400	400	20.0%
50455 Tuition	0	1,000	1,000	0	0.0%
50500 Office Supplies	12,438	14,000	24,000	10,000	71.4%
50501 Food Supplies and Food Service Supplies	2,572	1,200	1,800	600	50.0%
50507 Gasoline	826	200	200	0	0.0%
50512 Books and Subscriptions	0	523	523	0	0.0%
50514 Other Operating Supplies	26,928	12,987	23,000	10,013	77.1%
50524 Ballots	60,953	137,000	150,000	13,000	9.5%
50815 Computer Equipment-New Less Than \$10,000	30,725	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	650	200	200	0	0.0%
<b>Total Department</b>	<b>1,921,365</b>	<b>2,212,172</b>	<b>2,426,568</b>	<b>214,396</b>	<b>9.7%</b>



## Operating Line Item Budget By Cost Center Henrico County, Virginia FY2023-24 ELECTORAL BOARD

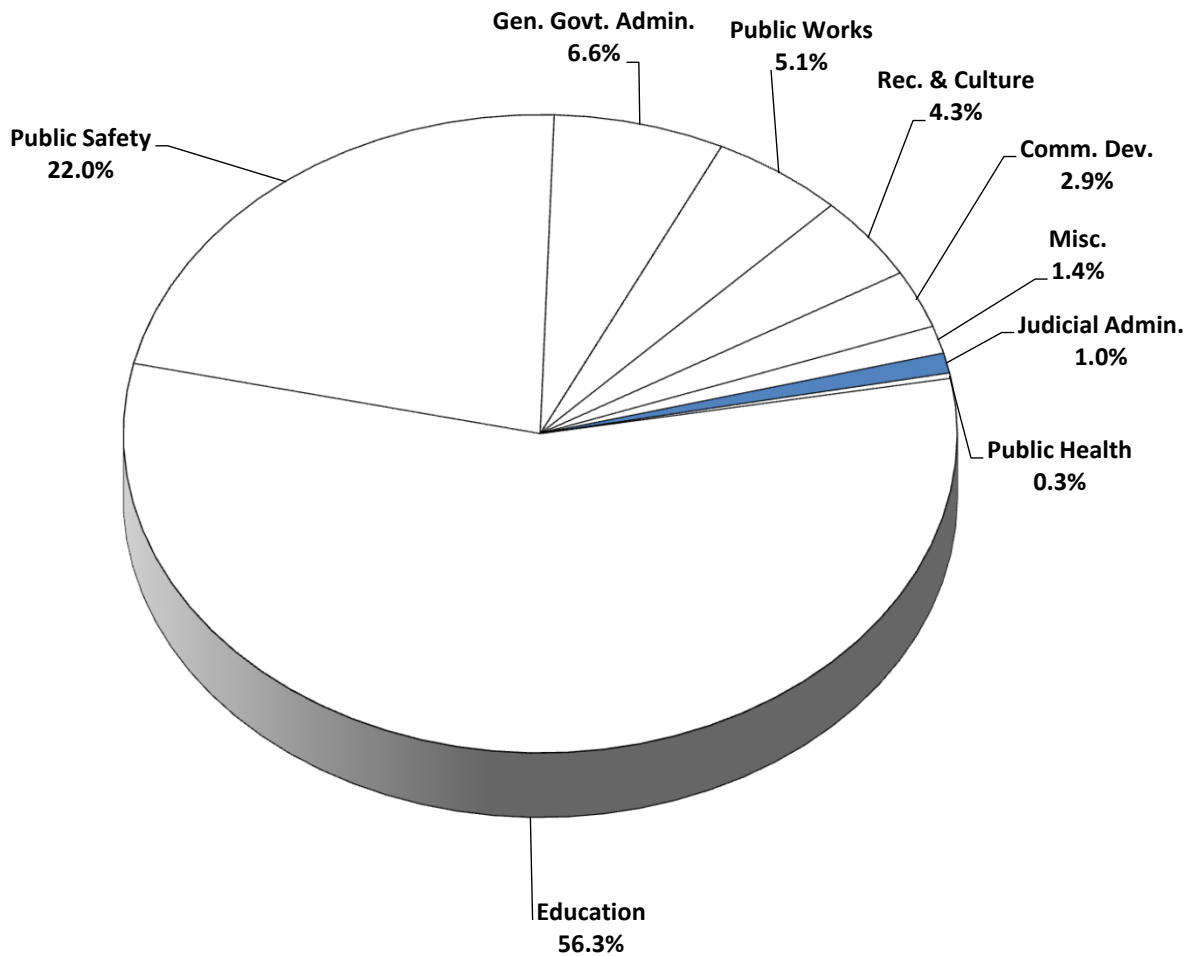
Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>08001 Electoral Board</b>					
50100 Full-Time Salaries and Wages - Regular	604,663	686,771	730,783	44,012	6.4%
50101 Full-Time Salaries and Wages - Overtime	22,775	19,100	19,100	0	0.0%
50106 Board and Commissions	18,209	16,528	16,528	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	198	552	712	160	29.0%
50109 Vacancy Savings	0	-22,733	-25,325	-2,592	-11.4%
50110 FICA	46,719	55,264	58,254	2,990	5.4%
50111 Retirement VRS	87,651	112,691	120,485	7,794	6.9%
50112 Hospital/Medical Plans	108,108	112,552	107,470	-5,082	-4.5%
50113 Group Insurance - Life (VRS)	8,100	9,615	10,204	589	6.1%
50211 Maintenance Service Contracts	140,897	120,926	140,926	20,000	16.5%
50220 Lease/Rent Of Equipment	7,925	10,000	10,000	0	0.0%
50221 Lease/Rent Of Buildings	100,765	120,239	120,239	0	0.0%
50240 Printing and Binding	3,239	0	0	0	0.0%
50280 Janitorial	3,453	600	1,800	1,200	200.0%
50400 Electric Services	0	8,000	8,000	0	0.0%
50410 Postal Services	107,772	72,500	85,283	12,783	17.6%
50411 Messenger Services	0	400	0	-400	-100.0%
50412 Telecommunications	24,083	18,000	18,000	0	0.0%
50430 Mileage	28	1,077	1,077	0	0.0%
50431 Education and Training	4,290	9,544	10,000	456	4.8%
50450 Dues And Association Memberships	1,930	2,000	2,400	400	20.0%
50455 Tuition	0	1,000	1,000	0	0.0%
	121				

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	6,024	10,000	10,000	0	0.0%
50512 Books and Subscriptions	0	523	523	0	0.0%
50514 Other Operating Supplies	17	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	650	200	200	0	0.0%
<b>Total Cost Center</b>	<b>1,297,496</b>	<b>1,365,349</b>	<b>1,447,659</b>	<b>82,310</b>	<b>6.0%</b>
<b>08002 Election Expenses</b>					
50101 Full-Time Salaries and Wages - Overtime	1,581	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	439,032	601,979	695,504	93,525	15.5%
50105 Temporary Salaries and Wages - Overtime	12,330	4,000	4,000	0	0.0%
50110 FICA	21,475	46,357	46,357	0	0.0%
50114 Unemployment Insurance	392	0	0	0	0.0%
50220 Lease/Rent Of Equipment	12,231	21,500	21,500	0	0.0%
50221 Lease/Rent Of Buildings	3,600	12,600	12,600	0	0.0%
50240 Printing and Binding	2,599	2,000	4,000	2,000	100.0%
50250 Advertising	0	1,000	1,948	948	94.8%
50270 Other Contractual Services	658	600	600	0	0.0%
50310 Automotive/Motor Pool	1,570	400	2,400	2,000	500.0%
50430 Mileage	0	1,000	1,000	0	0.0%
50500 Office Supplies	6,414	4,000	14,000	10,000	250.0%
50501 Food Supplies and Food Service Supplies	2,572	1,200	1,800	600	50.0%
50507 Gasoline	826	200	200	0	0.0%
50514 Other Operating Supplies	26,911	12,987	23,000	10,013	77.1%
50524 Ballots	60,953	137,000	150,000	13,000	9.5%
50815 Computer Equipment-New Less Than \$10,000	30,725	0	0	0	0.0%
<b>Total Cost Center</b>	<b>623,869</b>	<b>846,823</b>	<b>978,909</b>	<b>132,086</b>	<b>15.6%</b>

# COUNTY OF HENRICO, VIRGINIA

## Judicial Administration

\$11,725,928



Total General Fund

\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - JUDICIAL ADMINISTRATION**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Judicial Administration</b>			
Circuit Court Clerk	\$2,756,355	\$2,951,383	\$3,271,624
Circuit Court Services	927,142	866,311	898,105
General District Court	348,239	494,777	512,001
Magistrate	7,139	6,286	6,286
Juvenile and Domestic Relations District Court Services	113,626	111,025	218,675
Juvenile Probation	25,788	23,072	23,072
Commonwealth's Attorney	6,186,497	6,504,951	6,796,165
<b>Total Judicial Administration</b>	<b>\$10,364,786</b>	<b>\$10,957,805</b>	<b>\$11,725,928</b>

# CIRCUIT COURT CLERK

## DESCRIPTION

The Circuit Court Clerk is a Constitutional Officer elected for a term of eight years, who serves as the administrative officer of the Circuit Court, oversees the registry of deeds, and adjudicates all probate matters. The Circuit Court Clerk is responsible for maintaining and administering the files in felony cases, claims over \$25,000, matters including adoptions and divorces, disputes concerning wills and estates, controversies involving property, misdemeanors, and civil appeals from the General District and Juvenile Courts. The Clerk is responsible for collecting fines, costs in criminal cases, recordation fees and taxes, and maintains a financial system to track the collections and remittances for reporting to the State, and to local governments.

The Clerk issues and maintains marriage licenses entered by the office and issues concealed handgun permits. Land records are retained permanently by the Clerk and include deeds, surveys, wills, the indices for judgments, financing statements, and assumed names (or partnership names). The land records section of the Clerk’s office contains a portion of the history of the County of Henrico and preserves this history for future generations.

## OBJECTIVES

- To provide fair and equal access to all public records using modern technology.
- To protect and preserve records of the courts and county.
- To professionally and efficiently assist the general public and attorneys using the office.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 2,409,097	\$ 2,723,775	\$ 3,044,016	11.8%
Operation	347,258	227,608	227,608	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 2,756,355</u>	<u>\$ 2,951,383</u>	<u>\$ 3,271,624</u>	<u>10.9%</u>
Personnel Complement*	39	39	39	0

\*Note: All Budget years reflect 1 Complement II position, 37 Complement III positions and 1 Complement IV position.

**PERFORMANCE MEASURES**

<b>Performance Measures</b>				
	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Change 23 to 24</b>
<b>Workload Measures</b>				
Civil Cases Commenced	4,909	4,971	4,950	(21)
Criminal Cases Commenced	5,450	6,075	5,850	(225)
Number of Wills and Administrations Recorded	1,179	1,274	1,245	(29)
Marriage License Issued	2,211	2,326	2,295	(31)
Number of Judgments Docketed	25,211	18,881	19,100	219
Concealed Weapon Permits Issued	3,736	3,722	3,725	3
Land Recordings	64,339	41,520	41,500	(20)

**BUDGET HIGHLIGHTS**

The Circuit Court Clerk’s budget of \$3,271,624 represents an increase of \$320,241, or 10.9%, from the FY23 approved budget. This increase is driven by increases to the personnel component by \$320,241, or 11.8% for rising salary, healthcare, and employee benefit costs. The operating component remains unchanged from that of FY23.

The table to the right reflects actuals for FY13 through FY22 as well as the budget forecast for FY23 and FY24 for both State and County funding. In FY12, the State contributed \$1,138,564, or 53.7%. By comparison, in FY22 the State contributed \$1,455,394 or 52.8%. State funding represents only those salary reimbursements provided by the Compensation Board and excludes Clerk Excess Fees, State Recordation Taxes, and the Clerk’s Technology Trust Fund. Following a 2020 legislative session, State Recordation Taxes were redistributed to fund the Hampton Roads Regional Transit Fund. In addition, the County portion represents the difference between the Compensation Board revenues and actuals and/or budget for the Circuit Court Clerk’s Office.

Fiscal Year	State Funding	County Funding	% County
FY13	1,160,474	1,318,458	53.2%
FY14	1,226,908	1,255,521	50.6%
FY15	1,185,219	1,394,247	54.1%
FY16	1,258,458	1,330,081	51.4%
FY17	1,274,703	1,405,108	52.4%
FY18	1,304,033	1,468,495	53.0%
FY19	1,296,933	1,378,163	51.5%
FY20	1,334,481	1,309,374	50.5%
FY21	1,372,624	1,297,682	48.6%
FY22	1,455,394	1,300,961	47.2%
FY23*	1,450,000	1,501,383	50.9%
FY24*	1,475,000	1,692,554	53.4%
*FY23 and FY24 forecasted estimates.			

**DEPARTMENTAL HIGHLIGHTS**

From 2014 through 2021, the Circuit Court Clerk’s Office worked hard to digitalize office records and make them available online. The Office began by scanning in State and County Highway Plat Books, military discharge documents, and Board of Supervisors minutes. The Office then started accepting e-recorded land documents for the 4 basic document types and then extended it to all document types. Currently, approximately 85-90% of land document filing is done electronically. The Office accepts digital vouchers from court appointed attorneys, submits appeals to the Court of Appeals digitally, and accepts appeals from the District Court and the Juvenile and Domestic

### *Circuit Court Clerk*

Relations Court digitally. The Office used digital certifications with DocuSign for many of its civil and criminal appeals, saving time and money on postage and paper fees. The Office also accepts e-filed documents from attorneys in civil cases, who register through the Office of the Executive Secretary.

In 2023 digital images of land records back to 1781 were released on January 16th. All real estate documents in the Courts Building starting with Deed Book 1 have now been saved digitally. The Office tripled the number of attorneys using e-filing in civil cases. The Office posted e-filing information with the Richmond Bar Association, sent out e-filing information with its civil pleadings, spoke with attorneys who still paper file their cases with the Office, and worked with Judges to share e-filing information with the civil attorneys at the annual Henrico Bar Association Breakfast.

The Office instituted a probate initiative in 2022. The Office visited every funeral home in the County and provided updated written information on its probate process and available probate resources. The Office did a series of probate lectures for funeral homes, hospice groups, funeral home partnership groups, independent living facilities, and at both monthly Tuckahoe Town Hall meetings in October 2022. The Office streamlined the appointment process within the office and can have an applicant in for an appointment within a couple of days of their submission. The Office strove to remove mystery surrounding the process and to work collaboratively with other agencies involved with the different stages of the probate process to help its customers through a difficult period of their lives.

Working with the Henrico County Police and Sheriff Offices, all weapons, drugs, and other evidence in criminal cases that were eligible for destruction have been destroyed. The Office remains current and has developed more streamlined office practices and paperwork to maintain this.

The Office was awarded \$55,609 to restore 8 books from the late 1700s to early 1800s, its largest grant to date and its 6<sup>th</sup> consecutive year of receiving restoration grants. The Office will now turn its attention to records from the early to mid-1700s stored at the Library of VA, to see which documents are most in need of restoration for future grant applications.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
CIRCUIT COURT CLERK**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,661,371	1,875,859	2,130,774	254,915	13.6%
50101 Full-Time Salaries and Wages - Overtime	3,447	5,000	5,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	57,952	25,114	25,114	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,594	5,156	5,514	358	6.9%
50109 Vacancy Savings	0	-66,711	-74,562	-7,851	-11.8%
50110 FICA	123,776	143,968	151,569	7,601	5.3%
50111 Retirement VRS	233,924	310,079	351,688	41,609	13.4%
50112 Hospital/Medical Plans	301,601	399,048	419,133	20,085	5.0%
50113 Group Insurance - Life (VRS)	21,432	26,262	29,786	3,524	13.4%
50201 Legal Services	86,303	120,000	120,000	0	0.0%
50202 Accounting And Auditing Services	2,374	4,300	4,300	0	0.0%
50210 Maintenance and Repairs	4,682	7,700	5,000	-2,700	-35.1%
50220 Lease/Rent Of Equipment	5,440	9,000	6,000	-3,000	-33.3%
50240 Printing and Binding	2,228	3,500	2,500	-1,000	-28.6%
50270 Other Contractual Services	163,025	0	0	0	0.0%
50410 Postal Services	19,792	22,500	22,500	0	0.0%
50412 Telecommunications	8,064	8,343	8,343	0	0.0%
50430 Mileage	0	600	600	0	0.0%
50431 Education and Training	300	2,000	2,000	0	0.0%
50450 Dues And Association Memberships	0	510	510	0	0.0%
50500 Office Supplies	53,900	47,455	53,905	6,450	13.6%
50501 Food Supplies and Food Service Supplies	229	1,000	1,000	0	0.0%
50512 Books and Subscriptions	921	700	950	250	35.7%
<b>Total Department</b>	<b>2,756,355</b>	<b>2,951,383</b>	<b>3,271,624</b>	<b>320,241</b>	<b>10.9%</b>

# CIRCUIT COURT SERVICES

## DESCRIPTION

The Circuit Court of Henrico County (Fourteenth Judicial Circuit) is the trial court of general jurisdiction with the authority to try a full range of civil, chancery/equity, and criminal cases.

In civil cases, the Circuit Court exercises concurrent jurisdiction with the General District Court in money claims of one to twenty-five thousand dollars, and original jurisdiction for claims over twenty-five thousand dollars. Also included on the civil docket are condemnation trials.

In criminal cases, the Circuit Court has jurisdiction over the trials of misdemeanor and felony cases – offenses punishable by confinement in jails or other correctional institutions. Court costs and fines are assessed in court against those charged.

The Circuit Court also exercises jurisdiction in domestic and other chancery/equity cases. This includes all divorce matters, as well as disputes concerning wills and estates, guardianships, and partition suits.

The Circuit Court exercises appellate jurisdiction over appeals of civil and criminal matters from the Henrico Juvenile and Domestic Relations District Court and the Henrico General District Court. Circuit Court judges also hear appeals from certain administrative agencies in the Commonwealth and Henrico County.

## OBJECTIVES

- To administer justice fairly, according to applicable laws, in a timely manner.
- To operate an efficient and effective court system in the administration of justice for the citizens of Henrico County.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<u>Description</u>	<u>FY22 Actual</u>	<u>FY23 Original</u>	<u>FY24 Proposed</u>	<u>Change 23 to 24</u>
Personnel	\$ 861,568	\$ 800,567	\$ 832,361	4.0%
Operation	65,024	64,344	64,344	0.0%
Capital	550	1,400	1,400	0.0%
Total	<u>\$ 927,142</u>	<u>\$ 866,311</u>	<u>\$ 898,105</u>	<u>3.7%</u>
Personnel Complement	11	11	11	0

## PERFORMANCE MEASURES

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Full Time Judges	5	5	5	0
Jury Commissioners	6	6	6	0
Citizens Eligible to Serve as Petit Jurors	7,600	7,600	7,850	250
Citizens Called to Serve as Petit Jurors	5,035	7,300	7,400	100
Jury Panels	800	800	900	100
Grand Jurors Called to Serve	108	108	91	(17)
Grand Jurors on Master Panel	88	120	101	(19)

## BUDGET HIGHLIGHTS

There are five judges elected to the Circuit Court by the General Assembly of Virginia, each for a term of eight years. One Judge is elected Chief Judge every two years. The Chief Judge serves as the administrative judge of the support staff, which consists of one part-time and four full-time clerical positions, one part-time management specialist, and five law clerks. The Judges' salaries are paid directly by the Commonwealth. Fines and costs against those found guilty in certain felony and misdemeanor cases from Henrico charges are assessed by the judges. These fines and costs are collected by the Circuit Court Clerk's Office.

The Circuit Court's budget for FY24 is \$898,105. This represents an increase of \$31,794 or 3.7% from the FY23 budget. This increase was the effect of rising employee salary, healthcare, and benefit costs. The total operating and capital budgets remain flat from the previous fiscal year.

## DEPARTMENTAL HIGHLIGHTS

Service levels of this court can be measured by the number of cases adjudicated in the Circuit Court each year. This includes criminal, civil, domestic, and appeals from the General District and Juvenile and Domestic Relations District Courts, along with those carried over from the past year, and requests for juries. According to 2022 Caseload Statistical Information, the caseload for the Fourteenth Circuit showed 12,531 cases (civil, criminal and miscellaneous) commenced in 2022, with an average of 2,506 per judge. There were 5,058 total criminal cases commenced, with an average of 1,011 per judge. There were 4,599 civil cases (which includes the misc. and other category) commenced, with an average of 919 per judge. The total number of cases (civil and criminal) concluded was 11,445 in 2022, with an average of 2,289 per judge. It is anticipated that as things continue to get back to "normal" these numbers will continue to increase. In addition, with the change in the law that the jury no longer sentences defendants, it is still anticipated that there will be an increase in jury trial requests.

In addition, the Circuit Court responds to telephone inquiries from citizens and other courts, coordinates with the Sheriff on courthouse security, provides internships (unpaid) to law students, and contributes to educational programs to improve the administration of justice. Individual judges also actively participate in organizations,

### *Circuit Court Services*

committees, and programs outside of their everyday duties in the courtroom, including but not limited to the Virginia Criminal Sentencing Commission, the Benchbook Committee, the Drug Court Program, Virginia Continuing Legal Education and Bench Bar Conference. The judges make themselves available for Three Judge Panels at the request of the Chief Justice and any other committee or panel the Chief Justice may request of them. In addition to these activities, judges also participate in mock trials conducted by the University of Richmond School of Law, local high school students, and for police officer training.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
CIRCUIT COURT SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	612,954	591,380	609,983	18,603	3.1%
50102 Part-Time Salaries and Wages- Regular	26,455	19,554	19,603	49	0.3%
50104 Temporary Salaries and Wages - Regular	38,589	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	537	537	100.0%
50109 Vacancy Savings	0	-21,527	-21,170	357	1.7%
50110 FICA	49,729	46,736	48,131	1,395	3.0%
50111 Retirement VRS	44,627	43,593	52,605	9,012	20.7%
50112 Hospital/Medical Plans	85,253	112,552	118,217	5,665	5.0%
50113 Group Insurance - Life (VRS)	3,961	8,279	4,455	-3,824	-46.2%
50211 Maintenance Service Contracts	0	200	200	0	0.0%
50220 Lease/Rent Of Equipment	1,995	2,197	2,197	0	0.0%
50240 Printing and Binding	2,612	2,344	2,344	0	0.0%
50260 Laundry and Dry Cleaning	0	50	50	0	0.0%
50410 Postal Services	20,261	13,906	13,906	0	0.0%
50412 Telecommunications	6,625	7,988	7,988	0	0.0%
50431 Education and Training	2,639	3,550	3,550	0	0.0%
50450 Dues And Association Memberships	880	0	0	0	0.0%
50500 Office Supplies	7,225	9,959	9,959	0	0.0%
50501 Food Supplies and Food Service Supplies	8,822	5,450	5,450	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	543	700	700	0	0.0%
50512 Books and Subscriptions	13,422	18,000	18,000	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	0	750	750	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	650	650	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	550	0	0	0	0.0%
<b>Total Department</b>	<b>927,142</b>	<b>866,311</b>	<b>898,105</b>	<b>31,794</b>	<b>3.7%</b>

# GENERAL DISTRICT COURT SERVICES

## DESCRIPTION

The General District Court hears civil, criminal and traffic matters. The Court exercises original jurisdiction over all misdemeanor cases and conducts preliminary hearings in felony cases to determine probable cause. In addition, the Court hears all traffic cases and certain violations of the County Code. The Court also has jurisdiction over most civil matters not exceeding \$25,000; and jurisdiction in personal injury and wrongful death cases not exceeding \$50,000. The average monthly caseload for the Court is 7,300 new cases. This represents a 17.7% increase over last year’s caseload. In addition to new cases, each month the clerk’s office processes an average of 2,000 witness subpoenas, 250 requests for certified copies of prior convictions, 130 requests for restricted licenses, 60 protective orders, 760 garnishments, and 500 requests for civil abstracts. The clerk’s office also assists citizens with phone inquiries and in-person visits averaging 4,000 phone calls and 2,000 walk-ins monthly.

There are five judges serving in this court (currently one seat is vacant), each having been appointed by the General Assembly for a term of six years. The judges, clerk, and deputy clerks are all paid directly by the Commonwealth. The County provides space, furniture, supplemental salary, and support for the General District Court, including two part-time County employees.

## OBJECTIVES

- To process cases for the public to facilitate the swift administration of justice, while providing a fair and equitable judicial process for all.
- To provide an orderly and comprehensive system of maintaining court records as required by law, and quickly update case files, so that accurate and current electronic case information is readily available.
- To maintain an accurate accounting of court funds.
- To continually add services to better serve the public.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 196,833	\$ 243,289	\$ 260,513	7.1%
Operation	151,406	251,488	251,488	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 348,239</u>	<u>\$ 494,777</u>	<u>\$ 512,001</u>	<u>3.5%</u>
Personnel Complement*	N/A	N/A	N/A	N/A

\* Full-time personnel expenses are paid by the Commonwealth of Virginia. Personnel expenses in this budget reflect a salary supplement paid by the county.

PERFORMANCE MEASURES

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>*Workload Measures</b>				
Total New Cases Filed	87,322	88,936	91,351	2,415
Total New Criminal Cases Filed	13,130	14,260	14,550	290
Total New Involuntary Civil Cases Filed	1,392	1,484	1,546	62
Total New Civil Cases Filed	26,319	23,122	26,319	3,197
Total New Traffic Cases Filed	46,481	50,070	48,936	(1,134)
Number of Full-Time Judges	5	5	5	-

\*Note: These estimates are prepared by State Supreme Court Personnel.

BUDGET HIGHLIGHTS

The General District Court’s budget for FY24 totals \$512,001. The Personnel component of the budget will increase by \$17,224 for FY24, which is the result of a salary supplement provided to four new employees approved by the State Supreme Court. In 2019, the County began providing supplemental compensation for the state deputy clerks to assist with recruitment and retention within the General District Court Clerk’s Office. During the 2022 session, the General Assembly approved 120 new positions for the District Courts in Virginia. Of those 120 positions, Henrico General District Court was allocated an additional 4 positions based on workload statistics. The additional four fulltime positions are eligible to receive the salary supplement bringing the total employees receiving the supplement to 49. The salary supplement has enabled the clerk’s office to hire and retain qualified and well-trained staff. This support continues in the FY24 budget.

The operating budget remains flat from the previous fiscal year. The operating component is utilized to support the daily activities of the General District Court, which consists of five courtrooms and administrative offices occupied by five judges, 49.8 state employees and two part-time County employees. The salary and benefit costs of the five judges and 49.8 employees are paid by the Commonwealth of Virginia and are not reflected in this budget apart from the supplemental compensation described above. The salaries of the two part-time County employees are paid by the County and are reflected in the budget.

DEPARTMENTAL HIGHLIGHTS

In 2020, Henrico Mental Health received a state grant to begin a Mental Health Diversion Program (MHDP) which has been operating in the Henrico General District Court since that time. The program is designed to address cases in which an individual has a significant mental illness (SMI) and their criminal conduct is related to their SMI. Given the closure of mental health facilities which has resulted in a lack of bedspaces in hospitals for individuals with SMIs, our jail has unfortunately seen a marked increase in the number of these individuals being held, especially those that are homeless and not receiving treatment.

### *General District Court Services*

When an incarcerated individual is found eligible for the MHDP program, a release plan is put in place that includes housing and a treatment plan. The cases are monitored by the MHDP team and court to confirm compliance with the program, and the individuals reappear in Court periodically until their case concludes. The program has had remarkable success, with individuals returning to the community with housing, treatment, and medication. Each of the individuals who have successfully completed the program have also found employment and most have reconnected with family that they had not been in communication with for many years.

Recently, with the full support of the County, the Court has applied to the Supreme Court of Virginia for the formation of a Behavioral Health Docket, which once approved will increase the number of individuals who will be eligible to receive services through this specialized court process. This is a great opportunity to offer to individuals who may not be incarcerated after arrest but are still in need of mental health support and services. There is a dedicated team which consists of a Judge, a prosecutor, defense counsel representative, specially trained CIT police officers, and members from both Henrico Mental Health and Community Corrections. Specialized training was completed before submission of the application, and there are plans to have the docket in place shortly after the New Year. All the team members have agreed to begin this process on an in-kind basis which will initially limit how many participants may be eligible. The hope is that as the success of the docket is proven the department will be able to obtain funding which will allow the program to expand.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
GENERAL DISTRICT COURT**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50104 Temporary Salaries and Wages - Regular	182,708	226,000	242,000	16,000	7.1%
50110 FICA	14,006	17,289	18,513	1,224	7.1%
50114 Unemployment Insurance	119	0	0	0	0.0%
50201 Legal Services	114,173	196,584	196,584	0	0.0%
50220 Lease/Rent Of Equipment	9,103	6,198	6,198	0	0.0%
50412 Telecommunications	11,728	23,456	23,456	0	0.0%
50431 Education and Training	0	5,000	5,000	0	0.0%
50450 Dues And Association Memberships	1,265	1,500	1,500	0	0.0%
50500 Office Supplies	12,585	15,000	15,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	750	750	0	0.0%
50512 Books and Subscriptions	1,362	3,000	3,000	0	0.0%
50514 Other Operating Supplies	1,190	0	0	0	0.0%
<b>Total Department</b>	<b>348,239</b>	<b>494,777</b>	<b>512,001</b>	<b>17,224</b>	<b>3.5%</b>

# MAGISTRATE

## DESCRIPTION

The principal function of the Magistrate’s office is to provide independent review of complaints from police officers, sheriff’s deputies, and residents. These complaints provide the magistrate with facts needed to determine whether a warrant of arrest should be issued. In addition to issuing warrants of arrest, magistrates conduct bail hearings, commit offenders to jail, and release prisoners from jail. The Magistrate’s office operates under the supervision of the Supreme Court of Virginia.

## OBJECTIVES

- To provide efficient, unbiased, and professional services to law enforcement officers, mental health professionals, and citizens including the issuance of Emergency Protective and Custody Orders and Temporary Detention Orders.
- To cooperate with the Sheriff’s department to try to develop a more efficient means of committing defendants and releasing those who have posted bonds.

## BUDGET HIGHLIGHTS

Funding in FY24 continues to support the daily operation for thirteen magistrates. There are no County paid positions assigned to this office, as the thirteen magistrates are State employees. The County does provide space, furnishings, and operating expenses for the Magistrate’s office.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	7,139	6,286	6,286	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 7,139</u>	<u>\$ 6,286</u>	<u>\$ 6,286</u>	<u>0.0%</u>
Personnel Complement*	N/A	N/A	N/A	N/A

\*Personnel Expenses are paid by the Commonwealth of Virginia



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
MAGISTRATE**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50220 Lease/Rent Of Equipment	1,705	1,860	1,860	0	0.0%
50412 Telecommunications	1,927	2,051	2,051	0	0.0%
50500 Office Supplies	1,828	1,489	1,489	0	0.0%
50501 Food Supplies and Food Service Supplies	452	886	886	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,227	0	0	0	0.0%
<b>Total Department</b>	<b>7,139</b>	<b>6,286</b>	<b>6,286</b>	<b>0</b>	<b>0.0%</b>

# JUVENILE & DOMESTIC RELATIONS DISTRICT COURT

## DESCRIPTION

The Juvenile and Domestic Relations District Court hears criminal, civil, traffic, and social services matters. The Juvenile and Domestic court exercises Jurisdiction of juvenile cases in which they are the offender or victim, adult misdemeanor and preliminary felony hearings of cases involving family or household members, juvenile traffic infractions, child/spousal support, custody/visitation, and social services cases including foster care. The Juvenile Court differs from other courts in their commitment to rehabilitate those who come before the court, in addition to protecting the public and holding juvenile offenders accountable for their behavior. The Juvenile and Domestic Relations Clerk's Office is responsible for entering all cases, subpoenaing witnesses, processing criminal cases, writing support/custody orders, entering protective orders, answering phone calls, and assisting walk ins.

The Judges of the Juvenile and Domestic Relations District Court are elected by the General Assembly for a term of six years. The Judges, Clerk, and Deputy Clerks are paid directly by the Commonwealth. The county provides space, furniture, and support for the court. Currently, five full-time judges preside over the Henrico County Juvenile and Domestic Relations District Court.

## OBJECTIVES

- To update records quickly and accurately so that case information is available, and accounting of court funds is correct.
- To enhance customer service to effectively assist litigants and court professionals seeking information on cases.
- To ensure the efficient and effective operation of the Juvenile and Domestic Relations District Court for the citizens of Henrico County.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel *	\$ 33,487	\$ 0	\$ 107,650	0.0%
Operation	80,139	107,275	107,275	0.0%
Capital	0	3,750	3,750	0.0%
Total	<u>\$ 113,626</u>	<u>\$ 111,025</u>	<u>\$ 218,675</u>	<u>97.0%</u>

Personnel Complement \* N/A N/A N/A N/A

\*Full-time Personnel expenses are paid by the Commonwealth of Virginia and are not reflected in the county's personnel complement.

**PERFORMANCE MEASURES**

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Cases filed in Juvenile Court	15,049	11,768	14,000	2,232
Court Hearings	38,874	31,418	36,500	5,082

\*Note: These estimates are prepared by State Supreme Court Personnel.

**BUDGET HIGHLIGHTS**

The FY24 budget for the Juvenile and Domestic Relations District Court is \$218,675. This budget is an increase of \$107,650 over FY23 due to a salary supplement provided by Henrico County. These funds support the operational needs of the five judges and their staff, whose salaries are funded by the State.

**DEPARMENTAL HIGHLIGHTS**

As noted in the FY22 narrative, Barbara Rubel, a trauma informed keynote speaker came in June 2022. Barbara addressed issues of secondary/vicarious trauma, compassion fatigue from the workplace, and effective ways to cope. Henrico JDR staff, Judges, Court Services Unit staff, and Sheriff’s Deputies were invited to attend.

Henrico JDR continues to remain fully operational with 13 full time employees and 2 part-time, hourly employees. Full staffing requires 23.5 full-time employees. Henrico County also funds 2 part-time positions for mediation coordinators. Management continues to recruit and train new employees.

In Spring 2022, Henrico JDR received an audit of FY21, and “no matters required written communication with court management.”

In August 2022, Henrico JDR began receiving a salary supplement from Henrico County of \$4,000.00/year per employee. Management worked with Henrico HR to implement this new process. Receiving this supplement has improved employee morale and assisted in recruiting efforts. There have been 2 transfers from other JDR Courts who came to Henrico JDR because of the supplement.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
JUVENILE COURT SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50104 Temporary Salaries and Wages - Regular	31,107	0	100,000	100,000	100.0%
50110 FICA	2,380	0	7,650	7,650	100.0%
50201 Legal Services	1,080	1,000	1,000	0	0.0%
50209 Other Professional Services	0	525	525	0	0.0%
50210 Maintenance and Repairs	0	500	500	0	0.0%
50220 Lease/Rent Of Equipment	10,675	13,500	13,500	0	0.0%
50240 Printing and Binding	442	300	300	0	0.0%
50250 Advertising	0	100	100	0	0.0%
50270 Other Contractual Services	39,791	40,000	40,000	0	0.0%
50410 Postal Services	0	50	50	0	0.0%
50412 Telecommunications	13,464	17,000	17,000	0	0.0%
50431 Education and Training	7,475	18,500	18,500	0	0.0%
50450 Dues And Association Memberships	704	1,000	1,000	0	0.0%
50500 Office Supplies	3,179	6,000	6,000	0	0.0%
50501 Food Supplies and Food Service Supplies	990	1,000	1,000	0	0.0%
50503 Medical and Laboratory Supplies	2,339	7,000	7,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	800	800	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	2,500	2,500	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	1,250	1,250	0	0.0%
<b>Total Department</b>	<b>113,626</b>	<b>111,025</b>	<b>218,675</b>	<b>107,650</b>	<b>97.0%</b>

# JUVENILE PROBATION

## DESCRIPTION

The 14th District Court Services Unit provides all services mandated by the Code of Virginia, which include Diversion Intervention for non-violent offenders, domestic and delinquent intake services, assessment and investigations, supervised probation, direct-care supervision, and community-based parole services. Detention services are provided through Henrico Juvenile Detention Center. The Court Services Unit, in addition to their General Fund budget, utilizes grant funding, such as the Virginia Juvenile Community Crime Control Act (VJCCCA), to provide several programs and services which include anger management, larceny reduction programs, GPS electronic monitoring, in-home counseling services.

## OBJECTIVES

- To provide necessary intake, investigative and probation/parole services as required by the Court and the Code of Virginia.
- To refer youth and parents to community-based services under the Virginia Juvenile Community Crime Control Act, or under State supported programs.
- To protect the public by preparing court involved youth to be successful citizens.

## BUDGET HIGHLIGHTS

The Department's budget for FY24 is \$23,072. This amount is consistent with FY23 approved amount. Community Programs including Multi Systemic Treatment (MST) psychological evaluations, residential placements and other community programming are funded by the Department of Juvenile Justice through AMIkids, the provider for the region, which includes Henrico. The department also has a full-time mental health clinician who is employed by Henrico Mental Health, but the funding is provided by the Department of Juvenile Justice.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel *	\$ 0	\$ 0	\$ 0	0.0%
Operation	21,584	23,072	23,072	0.0%
Capital	4,204	0	0	0.0%
Total	<u>\$ 25,788</u>	<u>\$ 23,072</u>	<u>\$ 23,072</u>	<u>0.0%</u>
Personnel Complement *	N/A	N/A	N/A	N/A

\*Full-time Personnel expenses are paid by the Commonwealth of Virginia and are not reflected in the county's personnel complement.

*Probation*

PERFORMANCE MEASURES

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Total Juvenile Complaints	1,636	1,260	1,260	-
Total Domestic Complaints	4,200	4,130	4,130	-





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
JUVENILE PROBATION**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	12,405	10,000	10,000	0	0.0%
50412 Telecommunications	8,148	11,972	11,972	0	0.0%
50500 Office Supplies	519	600	600	0	0.0%
50514 Other Operating Supplies	512	500	500	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	4,204	0	0	0	0.0%
<b>Total Department</b>	<b>25,788</b>	<b>23,072</b>	<b>23,072</b>	<b>0</b>	<b>0.0%</b>

# COMMONWEALTH'S ATTORNEY

## DESCRIPTION

The Commonwealth's Attorney is an elected Constitutional Officer responsible for prosecuting criminal offenses that occur in Henrico County, handling some civil matters, and maintaining public safety in the community by way of prevention measures and community outreach. Trials and hearings are held in the Circuit, General District, and Juvenile and Domestic Relations Courts. Additionally, the Commonwealth's Attorney's Office provides legal advice and training to the Division of Police, State Police, Richmond Airport Police, as well as other law enforcement agencies.

## OBJECTIVES

- To enforce criminal laws in Henrico County.
- To operate the Victim Witness program.
- To cooperate on behalf of Henrico County in operating two investigative multi-jurisdictional grand juries.
- To promote a better understanding of the criminal justice system among citizens.
- To proactively investigate and prosecute drug dealers with increased concentration and focus on the opioid epidemic and human trafficking.
- To prosecute criminal cases and include using diversion programs when appropriate.
- To work with other agencies to strengthen crime prevention and train local law enforcement agencies in criminal law and criminal procedures.
- To reduce firearm crimes in schools and reduce truancy/chronic absenteeism.
- To work to combat increased weapons use and violent crimes County-wide.
- To be part of the creation of and participation in a Behavioral Health Docket.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change 23 to 24
	Actual	Original	Proposed	
Personnel	\$ 5,870,714	\$ 6,328,684	\$ 6,518,923	3.0%
Operation	314,933	171,125	277,242	62.0%
Capital	850	5,142	0	(100.0%)
<b>Total</b>	<b>\$ 6,186,497</b>	<b>\$ 6,504,951</b>	<b>\$ 6,796,165</b>	<b>4.5%</b>
Personnel Complement	56	56	56	0

**PERFORMANCE MEASURES**

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Circuit Court Defendants	1,125	1,150	1,175	25
Show Cause Hearings	858	875	900	25
Misdemeanor Appeals	342	350	375	25
General District Court Criminal Cases	47,538	47,550	47,575	25
General District Court Traffic Cases	78,521	78,525	78,550	25
Jury Trials	247	318	334	16
Juvenile Court Misdemeanors	1,980	1,990	1,995	5
Juvenile Court Felonies	864	875	900	25
<b>Effectiveness Measure</b>				
Circuit Court Indictments	1,886	1,900	1,925	25

**BUDGET HIGHLIGHTS**

The Commonwealth's Attorney's office budget for FY24 totals \$6,796,165, which is an increase of \$291,214, or 4.5% over FY23. The personnel complement increased by \$190,239, or 3.0% due to changes in compensation and benefits. The operations component increased by \$106,117, or 62% driven by a \$100,975 adjustment to the budget to fund the annual portion of a ten-year agreement with AXON. This agreement secures 85 professional licenses which enhance the Commonwealth Attorney's ability to review body worn camera footage, and coordinates with a similar agreement for the Division of Police. The capital component decreased by \$5,142, or 100% over FY23 as replacement computer equipment is not expected this fiscal year.

The table below presents a depiction of State funding for the Commonwealth's Attorney's office. While State funding has grown 33.8% since FY13, County's share of funding has increased from 59% to 62%.

<b>Fiscal Year</b>	<b>State/Federal Funding</b>	<b>County Funding</b>	<b>% County</b>
FY15	370,298	336,659	48%
FY16	429,565	328,647	43%
FY17	660,936	307,157	32%
FY18	654,559	395,689	38%
FY19	680,377	436,635	39%
FY20	674,155	514,558	43%
FY21	673,458	459,310	41%
FY22	598,478	656,634	52%
FY23	674,155	652,630	49%
FY24	669,437	750,272	53%

\*FY23 and FY24 reflect projections

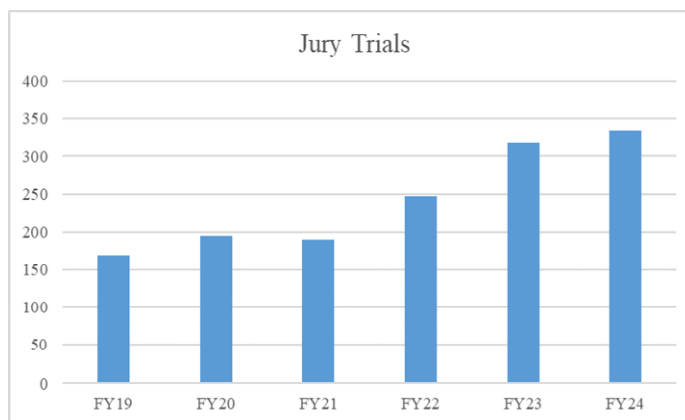
## DEPARTMENTAL HIGHLIGHTS

The Henrico Commonwealth's Attorney's office, along with all 120 prosecutor offices in the Commonwealth, participated in a time study with the National Center for State Courts from February to May 2022. This was part of an effort to identify a more appropriate staffing formula to be integrated by the Compensation Board and thus reflect a more accurate figure of the State's responsibility for public safety. The goal is to have a final report for the Compensation Board by March 2023, and available for the Legislative presentation.

In FY24, the Commonwealth's Attorney's Office will continue to prosecute traffic and criminal cases, both misdemeanors and felonies, in all the Henrico County Courts. Aggressive prosecution of those who commit violent crimes will remain the number one priority. The Office will continue to work closely with the Police Division to reduce crime, not being just reactive to crime that has occurred, but being proactive with our communities to identify areas of concern and working collaboratively on solutions. The Commonwealth's Attorney's Office will continue pursuing narcotic traffickers using two multi-jurisdictional grand juries. Additionally, the Commonwealth's Attorney's Office will continue providing legal training to the Police Division in its basic academies and through regular in-service training. The Office will continue to devise alternative resolutions to ensure second chances and rehabilitation. Special efforts will continue to reduce domestic violence, human trafficking, and opioid overdoses.

The Office works with the Sheriff's Office and Judges to find alternative treatment and other diversion opportunities to keep the jail population reserved for those who are serving active sentences or for those whose release may jeopardize public safety. The Office provides necessary resources in working with other agencies to support public safety needs.

The increase of violent crime in both youth and adult populations, and the increase in numbers of jury trials based on change of law, has required changes to the office structure in order to address the increased workload. The Office participated in 170 jury trials in FY19, vs. an estimated 318 jury trials for FY23, which is an 87% increase. All jury trials continued during the COVID pandemic (March 20 through September 20).



Although the legal profession will never be totally paperless, staff is committed to the goal of a digital, fileless system (CATS), and are working with IT toward this goal.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
COMMONWEALTH'S ATTORNEY**

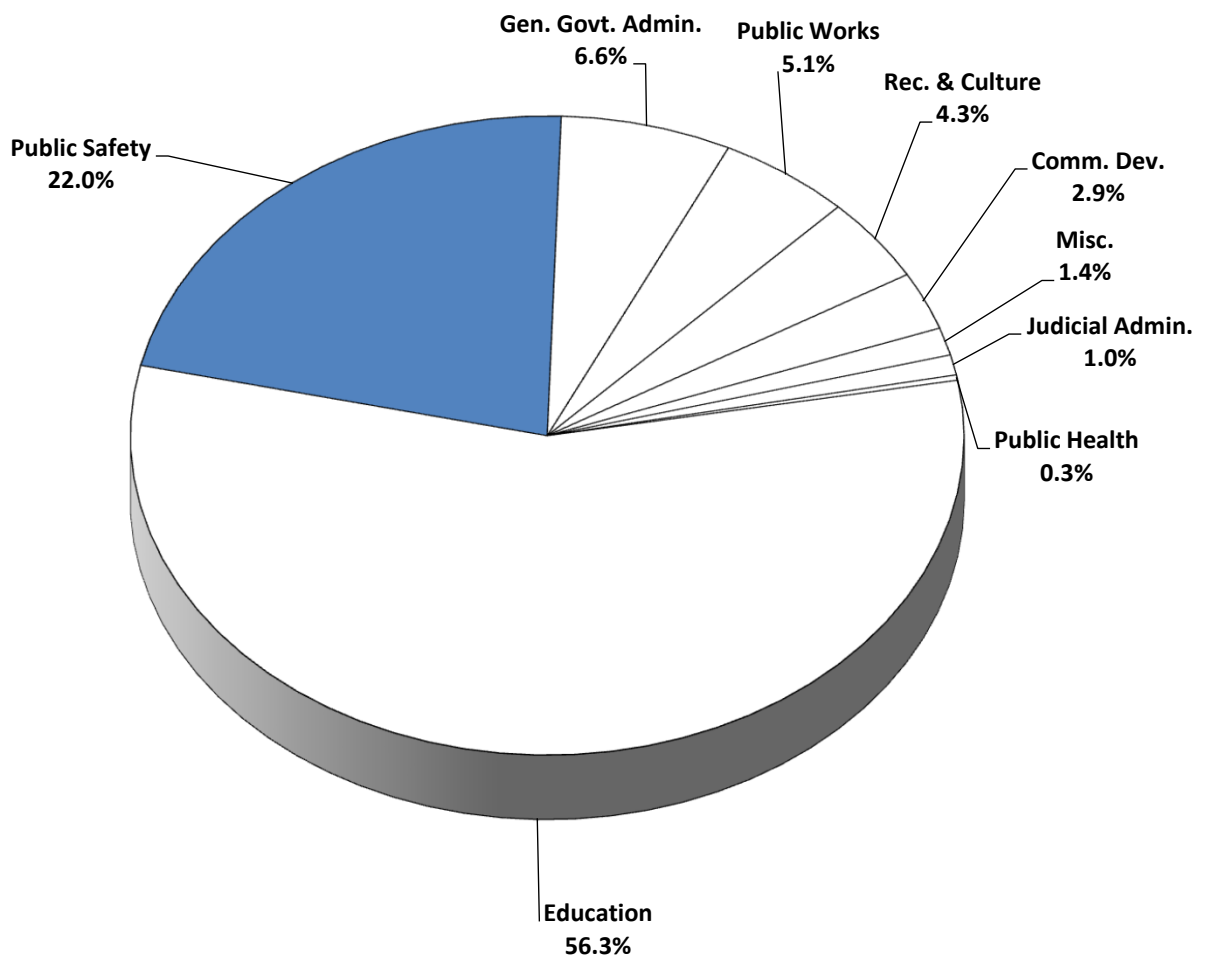
Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	4,276,761	4,675,196	4,738,288	63,092	1.3%
50101 Full-Time Salaries and Wages - Overtime	11,213	5,000	5,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	111,412	38,137	38,137	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	7,498	9,580	12,445	2,865	29.9%
50109 Vacancy Savings	0	-166,367	-172,565	-6,198	-3.7%
50110 FICA	325,944	356,606	378,005	21,399	6.0%
50111 Retirement VRS	614,185	772,087	836,211	64,124	8.3%
50112 Hospital/Medical Plans	467,438	572,992	612,579	39,587	6.9%
50113 Group Insurance - Life (VRS)	56,263	65,453	70,823	5,370	8.2%
50200 Medical Services	3,040	3,500	3,200	-300	-8.6%
50201 Legal Services	155,756	1,200	0	-1,200	-100.0%
50209 Other Professional Services	4,378	0	5,000	5,000	100.0%
50220 Lease/Rent Of Equipment	13,068	11,500	12,500	1,000	8.7%
50240 Printing and Binding	0	250	0	-250	-100.0%
50270 Other Contractual Services	756	750	0	-750	-100.0%
50410 Postal Services	1,910	1,500	1,500	0	0.0%
50412 Telecommunications	16,411	16,843	16,200	-643	-3.8%
50431 Education and Training	29,470	35,000	40,000	5,000	14.3%
50450 Dues And Association Memberships	29,202	29,000	29,000	0	0.0%
50500 Office Supplies	41,523	50,250	51,917	1,667	3.3%
50501 Food Supplies and Food Service Supplies	68	0	0	0	0.0%
50512 Books and Subscriptions	14,371	10,500	10,500	0	0.0%
50514 Other Operating Supplies	40	0	0	0	0.0%
50521 Computer Software	4,940	10,832	107,425	96,593	891.7%
50812 Furniture and Fixtures-New Less Than \$10,000	0	400	0	-400	-100.0%
50815 Computer Equipment-New Less Than \$10,000	0	4,742	0	-4,742	-100.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50833 Telecommunications Equipment – Replacement Less Than \$10,000	850	0	0	0	0.0%
<b>Total Department</b>	<b>6,186,497</b>	<b>6,504,951</b>	<b>6,796,165</b>	<b>291,214</b>	<b>4.5%</b>



# COUNTY OF HENRICO, VIRGINIA

Public Safety  
\$254,143,711



Total General Fund  
\$1,157,058,430



**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - PUBLIC SAFETY**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Public Safety</b>			
Police Division	\$91,935,493	\$93,896,694	\$99,357,992
Emergency Communications	\$0	\$0	\$8,973,627
Division of Fire	78,931,047	79,693,202	85,074,259
Emergency Management	1,115,193	1,059,447	1,136,068
Sheriff	49,412,021	47,418,558	50,920,564
Juvenile Detention	2,528,196	2,727,484	2,939,702
Building Inspections	4,715,825	5,420,220	5,741,499
<b>Total Public Safety</b>	<b>\$228,637,775</b>	<b>\$230,215,605</b>	<b>\$254,143,711</b>

# POLICE DIVISION

## DESCRIPTION

The Police Division responds to citizen complaints, provides patrol coverage, enforces traffic laws, investigates criminal activity, and provides educational programs on such topics as drug awareness and crime prevention. In addition, the Division conducts crime analysis, investigates animal complaints, and operates citizen police academies. In FY24 the Police Communication Unit was designated as an independent department, including the Wireless E-911 budget, which in prior years was reflected in the Special Revenue Fund.

Except for several specialized components of the organization that report directly to the Chief of Police, the Police Division consists of two primary commands, Support Operations and Field Operations. Support Operations is responsible for the Administrative Services and Support Services Bureaus and the Division’s Fiscal Record Unit. Field Operations encompasses the Patrol Bureau, the Investigative Bureau, and the Special Operations Group. The Patrol Bureau is the largest single component of the Police Division, making up nearly half of the Division’s sworn complement. The Patrol Bureau operates three stations, in geographically distinct areas of the County, allowing the Division to better deploy officers and resources, while focusing on quality-of-life issues and engagement within communities Countywide. By dividing the agency into functions associated with various organized entities, the Division formally establishes and categorizes components according to job function and defines organizational philosophies. The Police Division’s mission is to provide innovative and collaborative police services for a safe and thriving Henrico.

## OBJECTIVES

- To eliminate the opportunities for crime and reduce the fear of crime through a commitment to proactive prevention and a close working association with all citizens, businesses, and governmental agencies.
- To achieve the highest level of safety possible on our streets through education, enforcement, and high visibility.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 83,941,509	\$ 85,766,158	\$ 90,031,956	5.0%
Operation	7,596,532	7,918,476	8,974,016	13.3%
Capital	397,452	212,060	352,020	66.0%
Total	<u>\$ 91,935,493</u>	<u>\$ 93,896,694</u>	<u>\$ 99,357,992</u>	<u>5.8%</u>
Personnel Complement	872	894	830 *	(64)

\*Ten sworn officers added to increase law enforcement presence offset by the Communications Division becoming an independent department, including moving Wireless E-911 to the General Fund, resulting in a reduction of 74 personnel from the complement.

Police (cont'd)

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Total Calls for Service	195,368	185,691	181,319	(4,372)
Number of Animal Calls	13,954	12,921	12,169	(752)
Number of Part I Crimes	8,567	7,997	7,836	(161)
Number of Criminal Arrests	25,444	24,270	24,614	344
Number of Traffic Arrests	32,942	31,130	29,043	(2,087)

OBJECTIVES (CONT'D)

- To hold ourselves accountable to the highest standards of conduct in performing our service to the community and embracing the ideals of our Constitution and democratic society.
- To establish as a cornerstone of all Division endeavors, a partnership with community that is based upon mutual trust and integrity.
- To achieve total professionalism, through training, commitment, and action within the rule of the law, in response to the needs of our community.
- To provide for our employees an environment in which to work that is sensitive to their needs, and conducive to the accomplishment of the highest quality of work.
- To extend compassion impartially to all persons, regardless of the nature of the interaction, through fairness and understanding in response to those with whom contact is necessitated.

BUDGET HIGHLIGHTS

The FY24 budget for the Police Division totals \$99,357,956, representing an overall increase of \$5,461,298 or 5.8% from the previous approved budget. In FY24 the Police Communication Unit was designated as an independent department, including the Wireless E-911 budget, which in prior years was reflected in the Special Revenue Fund.

The personnel component is budgeted at \$90,031,956 reflecting an increase of \$4,265,798, or 5.0%. This reflects a pay increase for all employees, retirement, and health care costs along with the addition of ten Patrol Officers.

The operating component is budgeted at \$8,974,016 reflecting an increase of \$1,055,540, or 13.3% from the previous year. All accounts were reviewed to determine needs. Expenses were then reallocated resulting in several adjustments within the Division. This also included adjustments for maintenance contracts for computer and software, contractual services, increases in the body worn camera contract, maintenance contracts for facilities, and other police equipment.

The capital component totals \$352,020, an increase of \$139,960, or 66.0% increase. This reflects the alignment of expenses in machinery and equipment replacement, telecommunications equipment, and computer equipment to establish a new Crime Analysis and Strategic Evaluation Unit (CASE) cost center.

## DEPARTMENTAL HIGHLIGHTS

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### AWARDS AND ACCOMPLISHMENTS

As part of the mission of Henrico Police to provide innovative and collaborative police services, several Division members were recognized by the National Association of Counties (NACo) for their efforts. These include The First Responders Club, Open Doors and Open Hearts, The Intercultural Liaison Partnership, and The Catalytic Converter Theft Prevention Program.

During FY23, the Police Division continued to utilize available grant funding to purchase equipment or provide programs to further the goal of achieving the highest level of safety possible in our community. The Police Division was once again awarded funding by the Department of Motor Vehicles to increase efforts to ensure safe driving on our streets and help reduce the number of fatal vehicle accidents occurring in the County. Funding was also received from the Department of Criminal Justice Services to provide security to local bias-targeted organizations as well as provide self-awareness/defense courses to help individuals from these groups to recognize and avoid threats.

### COMMUNITY OUTREACH AND ENGAGEMENT

The Division continues to foster a relationship of trust throughout the County through community walks and establishing relationships with business leaders, community leaders and residents. Conversations with members of the community are vital to building trust and help identify issues that are affecting the communities.

Citizen and Senior Academies are held in the fall and spring of each year. These academies provide an opportunity for community members to learn about policing as well as obtain a better understanding of the roles of both law enforcement and residents in helping to provide a safe community for everyone.

### COMMUNITY SAFETY INITIATIVES

In July 2022, Animal Protection Officers were reclassified to Police Officers. For decades, animal protection officers operated as a separate entity within the Henrico County Police Divisions. APOs meet the same training standards as police officers with additional training surrounding domestic pets, wildlife, and regulations on hunting and fishing. This reclassification will help the Division to serve in a unified manner and add diversity of assignments available to officers.

### FUTURE CHALLENGES

As advances in technology continue, the Division must find new ways to use these resources as well as combat crime from individuals using the same. For this, we expect to see an increase in expenses in future years as we identify new hardware and software to assist in investigations. The Division will also be looking for training opportunities on ways to use this technology.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC SAFETY - POLICE**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	55,855,125	60,112,255	63,984,120	3,871,865	6.4%
50101 Full-Time Salaries and Wages - Overtime	5,722,806	3,404,622	3,163,822	-240,800	-7.1%
50102 Part-Time Salaries and Wages- Regular	98,548	165,133	231,597	66,464	40.2%
50104 Temporary Salaries and Wages - Regular	546,036	0	0	0	0.0%
50105 Temporary Salaries and Wages - Overtime	21,111	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	20,458	26,050	15,217	-10,833	-41.6%
50109 Vacancy Savings	0	-2,138,997	-1,940,634	198,363	9.3%
50110 FICA	4,566,299	4,851,043	4,282,339	-568,704	-11.7%
50111 Retirement VRS	7,989,745	9,901,837	10,576,575	674,738	6.8%
50112 Hospital/Medical Plans	8,384,473	8,605,112	8,823,142	218,030	2.5%
50113 Group Insurance - Life (VRS)	735,921	839,103	895,778	56,675	6.8%
50114 Unemployment Insurance	987	0	0	0	0.0%
50200 Medical Services	159,441	161,400	171,000	9,600	5.9%
50207 Professional Education Services	0	500	0	-500	-100.0%
50209 Other Professional Services	276,133	287,436	173,536	-113,900	-39.6%
50210 Maintenance and Repairs	65,406	118,700	98,900	-19,800	-16.7%
50211 Maintenance Service Contracts	446,632	389,061	353,061	-36,000	-9.3%
50212 Vehicle Repair	999,087	1,025,300	1,026,000	700	0.1%
50213 Maintenance Service Contracts- Computers	389,086	250,231	299,550	49,319	19.7%
50220 Lease/Rent Of Equipment	3,873	2,000	300	-1,700	-85.0%
50221 Lease/Rent Of Buildings	611,103	693,000	735,500	42,500	6.1%
50240 Printing and Binding	21,089	3,400	8,300	4,900	144.1%
50250 Advertising	30,724	24,000	30,000	6,000	25.0%
50260 Laundry and Dry Cleaning	860	800	850	50	6.3%
50270 Other Contractual Services	653,934	630,652	1,552,420	921,768	146.2%
50280 Janitorial	52,122	57,200	64,800	7,600	13.3%

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50285	Landscaping	12,497	11,800	12,300	500	4.2%
50286	Weed and Pest Control	11	0	250	250	100.0%
50290	Purchase of Services from Other Governments	3,654	0	0	0	0.0%
50310	Automotive/Motor Pool	125,247	134,900	134,900	0	0.0%
50400	Electric Services	116,930	99,500	100,500	1,000	1.0%
50401	Heating Services	1,826	1,800	2,300	500	27.8%
50402	Water Service	590	700	1,500	800	114.3%
50403	Sewer Service	709	600	1,600	1,000	166.7%
50404	Refuse Service	400	400	900	500	125.0%
50410	Postal Services	9,523	12,000	10,000	-2,000	-16.7%
50412	Telecommunications	315,531	310,512	309,750	-762	-0.2%
50413	Airtime - Mobile Terminals	315,260	371,492	289,500	-81,992	-22.1%
50430	Mileage	385	0	0	0	0.0%
50431	Education and Training	212,196	264,900	266,500	1,600	0.6%
50441	Payment To Other Civic/Community Organizations	50,000	50,000	50,000	0	0.0%
50442	Payments To Other Local Governments	250	0	0	0	0.0%
50450	Dues And Association Memberships	6,871	5,500	6,190	690	12.5%
50453	Freight Charges	2,307	7,500	2,700	-4,800	-64.0%
50455	Tuition	55,873	60,000	60,000	0	0.0%
50459	Other Charges Miscellaneous	26,187	48,000	25,000	-23,000	-47.9%
50500	Office Supplies	45,964	47,550	47,550	0	0.0%
50501	Food Supplies and Food Service Supplies	20,462	14,700	24,000	9,300	63.3%
50502	Agricultural Supplies	12,571	10,100	11,000	900	8.9%
50503	Medical and Laboratory Supplies	6,792	19,700	12,700	-7,000	-35.5%
50504	Laundry, Housekeeping, and Janitorial Supplies	13,469	16,500	13,900	-2,600	-15.8%
50506	Repair and Maintenance Supplies	31,555	71,939	72,639	700	1.0%
50507	Gasoline	1,616,357	1,485,000	1,485,000	0	0.0%
50510	Police And Fire Supplies/ITEMS	303,326	329,744	641,300	311,556	94.5%
50511	Uniforms/Wearing Apparel/ITEMS	391,461	650,980	689,350	38,370	5.9%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	992	1,300	0	-1,300	-100.0%
50513 Educational and Recreational Supplies	2,885	6,500	5,000	-1,500	-23.1%
50514 Other Operating Supplies	161,600	224,554	165,945	-58,609	-26.1%
50516 Chemicals	0	800	3,000	2,200	275.0%
50517 Small Tools	16,353	4,525	8,525	4,000	88.4%
50518 Liquid Propane Gas	1,105	6,000	6,000	0	0.0%
50521 Computer Software	5,903	5,300	0	-5,300	-100.0%
50801 Machinery and Equipment-New \$10,000 and Over	81,550	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	13,599	25,332	0	-25,332	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	65,107	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	1,389	32,220	0	-32,220	-100.0%
50814 Motor Vehicles and Equipment-New Less Than \$10,000	453	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	67,458	12,658	0	-12,658	-100.0%
50821 Machinery and Equipment-Replacement \$10,000 and Over	81,986	0	0	0	0.0%
50823 Telecommunications Equipment-Replacement \$10,000 and Over	3,795	10,000	10,000	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	14,717	0	0	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	35,228	53,750	281,720	227,970	424.1%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	4,349	8,500	0	-8,500	-100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	9,848	49,300	35,000	-14,300	-29.0%
50834 Motor Vehicles and Equipment-Replacement Less Than \$10,000	0	0	5,000	5,000	100.0%
50835 Computer Equipment-Replacement Less Than \$10,000	17,973	20,300	20,300	0	0.0%
<b>Total Department</b>	<b>91,935,493</b>	<b>93,896,694</b>	<b>99,357,992</b>	<b>5,461,298</b>	<b>5.8%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC SAFETY - POLICE**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>12001 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	50,840,367	53,717,897	61,604,687	7,886,790	14.7%
50101 Full-Time Salaries and Wages - Overtime	4,829,428	3,153,822	3,153,822	0	0.0%
50102 Part-Time Salaries and Wages-Regular	98,548	165,133	231,597	66,464	40.2%
50104 Temporary Salaries and Wages - Regular	445,419	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	7,326	9,358	11,970	2,612	27.9%
50109 Vacancy Savings	0	-1,909,053	-1,857,526	51,527	2.7%
50110 FICA	4,121,116	4,342,688	4,099,548	-243,140	-5.6%
50111 Retirement VRS	7,279,913	8,844,850	10,183,255	1,338,405	15.1%
50112 Hospital/Medical Plans	7,596,623	7,479,592	8,436,250	956,658	12.8%
50113 Group Insurance - Life (VRS)	670,549	749,582	862,466	112,884	15.1%
50114 Unemployment Insurance	987	0	0	0	0.0%
50200 Medical Services	7,663	0	0	0	0.0%
50209 Other Professional Services	82,771	81,536	81,536	0	0.0%
50213 Maintenance Service Contracts- Computers	0	35,685	0	-35,685	-100.0%
50221 Lease/Rent Of Buildings	0	100,000	0	-100,000	-100.0%
50240 Printing and Binding	1,091	0	0	0	0.0%
50412 Telecommunications	18	0	0	0	0.0%
50442 Payments To Other Local Governments	250	0	0	0	0.0%
50450 Dues And Association Memberships	2,655	3,100	3,400	300	9.7%
50453 Freight Charges	47	0	0	0	0.0%
50459 Other Charges Miscellaneous	1,092	0	0	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	7,277	0	1,000	1,000	100.0%
50507 Gasoline	37	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	56	0	0	0	0.0%
50512 Books and Subscriptions	731	500	0	-500	-100.0%
50514 Other Operating Supplies	2,198	98,326	1,000	-97,326	-99.0%
50812 Furniture and Fixtures-New Less Than \$10,000	59,159	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	638	26,850	0	-26,850	-100.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	1,208	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	177	0	0	0	0.0%
<b>Total Cost Center</b>	<b>76,057,344</b>	<b>76,899,866</b>	<b>86,813,005</b>	<b>9,913,139</b>	<b>12.9%</b>
<b>12002 Fiscal Records</b>					
50270 Other Contractual Services	1,400	0	0	0	0.0%
50410 Postal Services	9,523	12,000	10,000	-2,000	-16.7%
50412 Telecommunications	278,056	255,962	264,000	8,038	3.1%
50431 Education and Training	39	0	0	0	0.0%
50450 Dues And Association Memberships	50	0	0	0	0.0%
50459 Other Charges Miscellaneous	349	0	0	0	0.0%
50500 Office Supplies	157	0	0	0	0.0%
50514 Other Operating Supplies	20	0	42,545	42,545	100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	4,041	0	0	0	0.0%
<b>Total Cost Center</b>	<b>293,635</b>	<b>267,962</b>	<b>316,545</b>	<b>48,583</b>	<b>18.1%</b>
<b>12003 Computer Operations</b>					
50209 Other Professional Services	66,959	0	0	0	0.0%
50211 Maintenance Service Contracts	0	36,000	0	-36,000	-100.0%
50213 Maintenance Service Contracts- Computers	118,390	94,996	170,200	75,204	79.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50220 Lease/Rent Of Equipment	3,523	0	0	0	0.0%
50270 Other Contractual Services	25,908	0	42,000	42,000	100.0%
50413 Airtime - Mobile Terminals	315,260	371,492	289,500	-81,992	-22.1%
50514 Other Operating Supplies	4,586	4,800	5,000	200	4.2%
50521 Computer Software	104	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	2,879	12,658	0	-12,658	-100.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,999	5,000	5,000	0	0.0%
<b>Total Cost Center</b>	<b>542,608</b>	<b>524,946</b>	<b>511,700</b>	<b>-13,246</b>	<b>-2.5%</b>
<b>12004 Inspections</b>					
50209 Other Professional Services	0	11,000	11,000	0	0.0%
50270 Other Contractual Services	547,752	569,752	1,447,220	877,468	154.0%
50514 Other Operating Supplies	6,267	7,500	6,500	-1,000	-13.3%
50811 Machinery and Equipment-New Less Than \$10,000	0	25,332	0	-25,332	-100.0%
<b>Total Cost Center</b>	<b>554,019</b>	<b>613,584</b>	<b>1,464,720</b>	<b>851,136</b>	<b>138.7%</b>
<b>12005 Internal Affairs</b>					
50209 Other Professional Services	522	0	500	500	100.0%
50213 Maintenance Service Contracts-Computers	1,299	0	3,000	3,000	100.0%
50431 Education and Training	3,385	0	0	0	0.0%
50500 Office Supplies	57	0	0	0	0.0%
50514 Other Operating Supplies	18	0	100	100	100.0%
50521 Computer Software	0	2,900	0	-2,900	-100.0%
50811 Machinery and Equipment-New Less Than \$10,000	929	0	0	0	0.0%
<b>Total Cost Center</b>	<b>6,210</b>	<b>2,900</b>	<b>3,600</b>	<b>700</b>	<b>24.1%</b>
<b>12006 Radio Shop</b>					
50100 Full-Time Salaries and Wages - Regular	689,717	757,062	753,686	-3,376	-0.4%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50101 Full-Time Salaries and Wages - Overtime	7,414	5,000	5,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	564	1,082	1,439	357	33.0%
50109 Vacancy Savings	0	-27,215	-26,487	728	2.7%
50110 FICA	51,899	58,298	58,039	-259	-0.4%
50111 Retirement VRS	90,718	125,142	124,584	-558	-0.4%
50112 Hospital/Medical Plans	81,012	102,320	107,470	5,150	5.0%
50113 Group Insurance - Life (VRS)	8,384	10,599	10,552	-47	-0.4%
50209 Other Professional Services	320	400	400	0	0.0%
50210 Maintenance and Repairs	1,300	5,000	5,000	0	0.0%
50213 Maintenance Service Contracts- Computers	9,529	9,850	9,850	0	0.0%
50310 Automotive/Motor Pool	11,274	12,000	12,000	0	0.0%
50400 Electric Services	6,054	0	0	0	0.0%
50412 Telecommunications	5,163	6,250	6,250	0	0.0%
50453 Freight Charges	31	500	500	0	0.0%
50500 Office Supplies	0	800	800	0	0.0%
50506 Repair and Maintenance Supplies	28,857	55,000	55,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,889	3,500	3,500	0	0.0%
50514 Other Operating Supplies	180	200	200	0	0.0%
50517 Small Tools	638	2,500	2,500	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	2,500	2,500	0	0.0%
<b>Total Cost Center</b>	<b>994,943</b>	<b>1,130,788</b>	<b>1,132,783</b>	<b>1,995</b>	<b>0.2%</b>
<b>12007 Regional Radio System</b>					
50210 Maintenance and Repairs	32,029	51,200	51,200	0	0.0%
50211 Maintenance Service Contracts	427,176	353,061	353,061	0	0.0%
50221 Lease/Rent Of Buildings	114,562	118,600	118,600	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50285 Landscaping	3,332	6,000	6,000	0	0.0%
50310 Automotive/Motor Pool	13,707	16,000	16,000	0	0.0%
50400 Electric Services	52,753	40,000	40,000	0	0.0%
50412 Telecommunications	2,108	10,000	10,000	0	0.0%
50453 Freight Charges	35	200	200	0	0.0%
50500 Office Supplies	393	750	750	0	0.0%
50506 Repair and Maintenance Supplies	1,181	15,939	15,939	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	239	1,600	1,600	0	0.0%
50514 Other Operating Supplies	377	1,000	1,000	0	0.0%
50517 Small Tools	1,110	2,025	2,025	0	0.0%
50518 Liquid Propane Gas	1,105	6,000	6,000	0	0.0%
50823 Telecommunications Equipment- Replacement \$10,000 and Over	0	10,000	10,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	1,650	1,650	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	9,848	35,000	35,000	0	0.0%
<b>Total Cost Center</b>	<b>659,955</b>	<b>669,025</b>	<b>669,025</b>	<b>0</b>	<b>0.0%</b>
<b>12008 Public Information Office</b>					
50209 Other Professional Services	0	11,000	0	-11,000	-100.0%
50213 Maintenance Service Contracts- Computers	2,822	600	5,700	5,100	850.0%
50240 Printing and Binding	133	0	0	0	0.0%
50250 Advertising	300	0	0	0	0.0%
50450 Dues And Association Memberships	0	700	320	-380	-54.3%
50512 Books and Subscriptions	0	300	0	-300	-100.0%
50514 Other Operating Supplies	144	200	500	300	150.0%
50521 Computer Software	5,799	0	0	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	945	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50831 Machinery and Equipment- Replacement Less Than \$10,000	6,479	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	300	0	-300	-100.0%
50835 Computer Equipment-Replacement Less Than \$10,000	6,814	0	0	0	0.0%
<b>Total Cost Center</b>	<b>23,436</b>	<b>13,100</b>	<b>6,520</b>	<b>-6,580</b>	<b>-50.2%</b>
<b>12011 Animal Protection</b>					
50100 Full-Time Salaries and Wages - Regular	1,276,127	1,388,230	1,625,747	237,517	17.1%
50101 Full-Time Salaries and Wages - Overtime	22,083	5,000	5,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,186	1,334	1,808	474	35.5%
50109 Vacancy Savings	0	-49,917	-56,621	-6,704	-13.4%
50110 FICA	95,226	106,582	124,752	18,170	17.0%
50111 Retirement VRS	182,709	229,474	268,736	39,262	17.1%
50112 Hospital/Medical Plans	203,426	255,800	279,422	23,622	9.2%
50113 Group Insurance - Life (VRS)	16,883	19,435	22,760	3,325	17.1%
50200 Medical Services	107,607	125,000	125,000	0	0.0%
50209 Other Professional Services	3,395	4,700	4,000	-700	-14.9%
50210 Maintenance and Repairs	720	1,000	1,000	0	0.0%
50212 Vehicle Repair	968	400	1,000	600	150.0%
50220 Lease/Rent Of Equipment	0	1,700	0	-1,700	-100.0%
50270 Other Contractual Services	0	1,200	1,000	-200	-16.7%
50290 Purchase of Services from Other Governments	3,654	0	0	0	0.0%
50310 Automotive/Motor Pool	100,266	106,900	106,900	0	0.0%
50412 Telecommunications	1,796	1,800	1,800	0	0.0%
50450 Dues And Association Memberships	120	0	120	120	100.0%
50453 Freight Charges	135	500	0	-500	-100.0%
50500 Office Supplies	586	1,000	1,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	2,806	4,500	4,500	0	0.0%
50502 Agricultural Supplies	4,896	5,000	5,000	0	0.0%
50503 Medical and Laboratory Supplies	7	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	7,363	6,600	7,400	800	12.1%
50511 Uniforms/Wearing Apparel/ITEMS	3,806	7,500	5,000	-2,500	-33.3%
50514 Other Operating Supplies	8,126	2,300	5,000	2,700	117.4%
50834 Motor Vehicles and Equipment- Replacement Less Than \$10,000	0	0	5,000	5,000	100.0%
<b>Total Cost Center</b>	<b>2,043,891</b>	<b>2,226,038</b>	<b>2,545,324</b>	<b>319,286</b>	<b>14.3%</b>
<b>12013 Communications</b>					
50100 Full-Time Salaries and Wages - Regular	3,048,914	4,249,066	0	-	-100.0%
				4,249,066	
50101 Full-Time Salaries and Wages - Overtime	863,881	240,800	0	-240,800	-100.0%
50104 Temporary Salaries and Wages - Regular	100,617	0	0	0	0.0%
50105 Temporary Salaries and Wages - Overtime	21,111	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	11,382	14,276	0	-14,276	-100.0%
50109 Vacancy Savings	0	-152,812	0	152,812	100.0%
50110 FICA	298,058	343,475	0	-343,475	-100.0%
50111 Retirement VRS	436,405	702,371	0	-702,371	-100.0%
50112 Hospital/Medical Plans	503,412	767,400	0	-767,400	-100.0%
50113 Group Insurance - Life (VRS)	40,105	59,487	0	-59,487	-100.0%
50209 Other Professional Services	4,800	70,000	0	-70,000	-100.0%
50213 Maintenance Service Contracts- Computers	2,080	0	0	0	0.0%
50412 Telecommunications	0	10,000	0	-10,000	-100.0%
50450 Dues And Association Memberships	142	0	0	0	0.0%
50500 Office Supplies	12	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50504 Laundry, Housekeeping, and Janitorial Supplies	71	500	0	-500	-100.0%
50514 Other Operating Supplies	10,731	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	556	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	161	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	53,357	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	8,500	0	-8,500	-100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	12,900	0	-12,900	-100.0%
<b>Total Cost Center</b>	<b>5,395,795</b>	<b>6,325,963</b>	<b>0</b>	<b>-6,325,963</b>	<b>-100.0%</b>
<b>12014 Criminal Records</b>					
50209 Other Professional Services	110	0	0	0	0.0%
50240 Printing and Binding	665	0	0	0	0.0%
50450 Dues And Association Memberships	0	400	600	200	50.0%
50500 Office Supplies	56	0	0	0	0.0%
50514 Other Operating Supplies	76	0	100	100	100.0%
50811 Machinery and Equipment-New Less Than \$10,000	345	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	362	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	708	0	1,200	1,200	100.0%
<b>Total Cost Center</b>	<b>2,322</b>	<b>400</b>	<b>1,900</b>	<b>1,500</b>	<b>375.0%</b>
<b>12015 Property</b>					
50209 Other Professional Services	18,471	2,400	1,500	-900	-37.5%
50210 Maintenance and Repairs	0	3,000	0	-3,000	-100.0%
50240 Printing and Binding	15,448	3,400	5,000	1,600	47.1%
50260 Laundry and Dry Cleaning	845	800	850	50	6.3%
50270 Other Contractual Services	667	800	800	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50450 Dues And Association Memberships	0	0	100	100	100.0%
50453 Freight Charges	1,954	6,300	2,000	-4,300	-68.3%
50500 Office Supplies	41,816	45,000	45,000	0	0.0%
50501 Food Supplies and Food Service Supplies	-890	0	500	500	100.0%
50503 Medical and Laboratory Supplies	4,119	12,000	5,000	-7,000	-58.3%
50506 Repair and Maintenance Supplies	185	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	121,761	59,284	125,000	65,716	110.8%
50511 Uniforms/Wearing Apparel/ITEMS	364,132	593,680	600,000	6,320	1.1%
50514 Other Operating Supplies	12,728	53,000	15,000	-38,000	-71.7%
50517 Small Tools	457	0	500	500	100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	148	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	14	15,400	0	-15,400	-100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	138	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	1,100	0	-1,100	-100.0%
<b>Total Cost Center</b>	<b>581,993</b>	<b>796,164</b>	<b>801,250</b>	<b>5,086</b>	<b>0.6%</b>
<b>12016 Fleet</b>					
50210 Maintenance and Repairs	3,891	4,000	4,000	0	0.0%
50212 Vehicle Repair	998,119	1,024,900	1,025,000	100	0.0%
50270 Other Contractual Services	2,158	4,700	4,700	0	0.0%
50503 Medical and Laboratory Supplies	1,632	5,200	5,200	0	0.0%
50507 Gasoline	1,616,320	1,485,000	1,485,000	0	0.0%
50510 Police And Fire Supplies/ITEMS	19,314	20,700	20,000	-700	-3.4%
50514 Other Operating Supplies	24,607	26,228	25,000	-1,228	-4.7%
50813 Telecommunications Equipment-New Less Than \$10,000	0	5,370	0	-5,370	-100.0%
50814 Motor Vehicles and Equipment-New Less Than \$10,000	70	0	0	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50831 Machinery and Equipment- Replacement Less Than \$10,000	169	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	4,034	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,670,314</b>	<b>2,576,098</b>	<b>2,568,900</b>	<b>-7,198</b>	<b>-0.3%</b>
<b>12017 Evidence</b>					
50209 Other Professional Services	16,021	36,000	20,000	-16,000	-44.4%
50240 Printing and Binding	2,767	0	2,500	2,500	100.0%
50250 Advertising	98	0	0	0	0.0%
50270 Other Contractual Services	354	900	600	-300	-33.3%
50412 Telecommunications	127	0	0	0	0.0%
50500 Office Supplies	190	0	0	0	0.0%
50506 Repair and Maintenance Supplies	213	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	1,200	1,200	0	0.0%
50514 Other Operating Supplies	18,855	12,000	20,000	8,000	66.7%
50517 Small Tools	360	0	500	500	100.0%
<b>Total Cost Center</b>	<b>38,985</b>	<b>50,100</b>	<b>44,800</b>	<b>-5,300</b>	<b>-10.6%</b>
<b>12021 Personnel</b>					
50200 Medical Services	29,374	26,400	30,000	3,600	13.6%
50209 Other Professional Services	44,990	20,000	50,000	30,000	150.0%
50213 Maintenance Service Contracts- Computers	8,795	0	8,800	8,800	100.0%
50221 Lease/Rent Of Buildings	575	0	0	0	0.0%
50250 Advertising	26,019	24,000	30,000	6,000	25.0%
50270 Other Contractual Services	4,735	0	0	0	0.0%
50430 Mileage	43	0	0	0	0.0%
50431 Education and Training	3,124	18,000	15,000	-3,000	-16.7%
50501 Food Supplies and Food Service Supplies	448	0	500	500	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	45	0	0	0	0.0%
50512 Books and Subscriptions	19	0	0	0	0.0%
50513 Educational and Recreational Supplies	2,635	6,500	5,000	-1,500	-23.1%
50514 Other Operating Supplies	2,143	5,000	2,500	-2,500	-50.0%
50521 Computer Software	0	2,400	0	-2,400	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	721	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	71	0	0	0	0.0%
50814 Motor Vehicles and Equipment-New Less Than \$10,000	383	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	647	0	0	0	0.0%
<b>Total Cost Center</b>	<b>124,767</b>	<b>102,300</b>	<b>141,800</b>	<b>39,500</b>	<b>38.6%</b>
<b>12022 Range</b>					
50210 Maintenance and Repairs	0	20,000	10,000	-10,000	-50.0%
50221 Lease/Rent Of Buildings	14,400	14,400	14,400	0	0.0%
50400 Electric Services	3,095	3,500	3,500	0	0.0%
50412 Telecommunications	1,027	0	0	0	0.0%
50500 Office Supplies	145	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	690	3,000	800	-2,200	-73.3%
50506 Repair and Maintenance Supplies	186	1,000	500	-500	-50.0%
50510 Police And Fire Supplies/ITEMS	131,062	206,360	300,000	93,640	45.4%
50514 Other Operating Supplies	1,126	500	1,000	500	100.0%
50517 Small Tools	1,970	0	500	500	100.0%
50811 Machinery and Equipment-New Less Than \$10,000	150	0	0	0	0.0%
<b>Total Cost Center</b>	<b>153,851</b>	<b>248,760</b>	<b>330,700</b>	<b>81,940</b>	<b>32.9%</b>
<b>12023 Training</b>					
50209 Other Professional Services	21,188	50,000	900	-49,100	-98.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50210 Maintenance and Repairs	55	0	0	0	0.0%
50213 Maintenance Service Contracts- Computers	3,895	0	200	200	100.0%
50221 Lease/Rent Of Buildings	60,721	34,000	152,000	118,000	347.1%
50240 Printing and Binding	0	0	800	800	100.0%
50280 Janitorial	1,266	0	1,500	1,500	100.0%
50285 Landscaping	81	0	500	500	100.0%
50286 Weed and Pest Control	11	0	250	250	100.0%
50400 Electric Services	423	0	1,000	1,000	100.0%
50401 Heating Services	48	0	500	500	100.0%
50402 Water Service	111	0	1,000	1,000	100.0%
50403 Sewer Service	119	0	1,000	1,000	100.0%
50404 Refuse Service	42	0	500	500	100.0%
50412 Telecommunications	134	0	1,000	1,000	100.0%
50431 Education and Training	192,283	245,900	245,000	-900	-0.4%
50455 Tuition	55,873	60,000	60,000	0	0.0%
50500 Office Supplies	28	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	608	600	600	0	0.0%
50506 Repair and Maintenance Supplies	32	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	0	7,000	7,000	100.0%
50512 Books and Subscriptions	0	500	0	-500	-100.0%
50514 Other Operating Supplies	1,790	2,000	25,000	23,000	1,150.0%
50517 Small Tools	4,800	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	319	0	0	0	0.0%
<b>Total Cost Center</b>	<b>343,827</b>	<b>393,000</b>	<b>498,750</b>	<b>105,750</b>	<b>26.9%</b>

**12024 Police - Less Lethal Equipment**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50210 Maintenance and Repairs	0	12,800	2,500	-10,300	-80.5%
50506 Repair and Maintenance Supplies	239	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	9,211	3,700	8,250	4,550	123.0%
50517 Small Tools	568	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	4,582	0	0	0	0.0%
<b>Total Cost Center</b>	<b>14,600</b>	<b>16,500</b>	<b>10,750</b>	<b>-5,750</b>	<b>-34.8%</b>
<b>12026 Research and Development</b>					
50209 Other Professional Services	10,992	0	0	0	0.0%
50270 Other Contractual Services	12,027	12,300	12,100	-200	-1.6%
50450 Dues And Association Memberships	50	0	50	50	100.0%
<b>Total Cost Center</b>	<b>23,069</b>	<b>12,300</b>	<b>12,150</b>	<b>-150</b>	<b>-1.2%</b>
<b>12030 Organized Crime</b>					
50209 Other Professional Services	3,765	0	1,500	1,500	100.0%
50210 Maintenance and Repairs	2,661	0	5,000	5,000	100.0%
50213 Maintenance Service Contracts- Computers	18,184	8,300	8,300	0	0.0%
50221 Lease/Rent Of Buildings	146,239	147,600	170,500	22,900	15.5%
50240 Printing and Binding	38	0	0	0	0.0%
50280 Janitorial	8,796	8,800	9,400	600	6.8%
50400 Electric Services	11,799	12,000	12,000	0	0.0%
50412 Telecommunications	10,604	10,200	10,200	0	0.0%
50430 Mileage	333	0	0	0	0.0%
50431 Education and Training	10,384	0	6,000	6,000	100.0%
50450 Dues And Association Memberships	200	0	300	300	100.0%
50453 Freight Charges	45	0	0	0	0.0%
50459 Other Charges Miscellaneous	24,746	48,000	25,000	-23,000	-47.9%
50501 Food Supplies and Food Service Supplies	866	0	500	500	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50504 Laundry, Housekeeping, and Janitorial Supplies	649	1,000	700	-300	-30.0%
50506 Repair and Maintenance Supplies	108	0	200	200	100.0%
50512 Books and Subscriptions	242	0	0	0	0.0%
50514 Other Operating Supplies	2,190	0	2,000	2,000	100.0%
50517 Small Tools	29	0	500	500	100.0%
50801 Machinery and Equipment-New \$10,000 and Over	70,259	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	2,906	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,906	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	10,699	0	0	0	0.0%
50823 Telecommunications Equipment- Replacement \$10,000 and Over	3,795	0	0	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	13,772	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	4,406	15,000	15,000	0	0.0%
<b>Total Cost Center</b>	<b>349,621</b>	<b>250,900</b>	<b>267,100</b>	<b>16,200</b>	<b>6.5%</b>
<b>12031 Criminal Investigations</b>					
50209 Other Professional Services	1,329	0	1,500	1,500	100.0%
50211 Maintenance Service Contracts	19,456	0	0	0	0.0%
50213 Maintenance Service Contracts- Computers	222,842	100,800	90,000	-10,800	-10.7%
50240 Printing and Binding	500	0	0	0	0.0%
50270 Other Contractual Services	52,899	39,000	42,000	3,000	7.7%
50431 Education and Training	670	0	0	0	0.0%
50450 Dues And Association Memberships	2,171	100	100	0	0.0%
50513 Educational and Recreational Supplies	250	0	0	0	0.0%
50514 Other Operating Supplies	3,374	7,000	7,000	0	0.0%
50517 Small Tools	5,989	0	500	500	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50811 Machinery and Equipment-New Less Than \$10,000	507	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	867	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	9	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	8,669	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	27,682	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	326	0	250,370	250,370	100.0%
50835 Computer Equipment-Replacement Less Than \$10,000	2,268	15,000	15,000	0	0.0%
<b>Total Cost Center</b>	<b>349,808</b>	<b>161,900</b>	<b>406,470</b>	<b>244,570</b>	<b>151.1%</b>
<b>12036 Youth Outreach Programs</b>					
50441 Payment To Other Civic/Community Organizations	50,000	50,000	50,000	0	0.0%
<b>Total Cost Center</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>
<b>12038 Specialty Units</b>					
50207 Professional Education Services	0	500	0	-500	-100.0%
50209 Other Professional Services	175	0	500	500	100.0%
50210 Maintenance and Repairs	5,061	9,600	9,600	0	0.0%
50450 Dues And Association Memberships	225	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	0	0	300	300	100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	300	300	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	42	0	0	0	0.0%
50514 Other Operating Supplies	1,173	700	1,000	300	42.9%
<b>Total Cost Center</b>	<b>6,676</b>	<b>11,100</b>	<b>11,700</b>	<b>600</b>	<b>5.4%</b>
<b>12040 School Resource Officers</b>					
50431 Education and Training	1,975	0	0	0	0.0%
50500 Office Supplies	2,088	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	462	0	0	0	0.0%
<b>Total Cost Center</b>	<b>4,525</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>12041 Tactical Services</b>					
50240 Printing and Binding	447	0	0	0	0.0%
<b>Total Cost Center</b>	<b>447</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>12042 Traffic Safety</b>					
50210 Maintenance and Repairs	6,586	5,600	5,600	0	0.0%
50213 Maintenance Service Contracts-Computers	1,250	0	3,500	3,500	100.0%
50501 Food Supplies and Food Service Supplies	61	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	0	700	0	-700	-100.0%
50511 Uniforms/Wearing Apparel/ITEMS	985	0	1,500	1,500	100.0%
50517 Small Tools	385	0	500	500	100.0%
50811 Machinery and Equipment-New Less Than \$10,000	2,448	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	19,812	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	10,804	19,200	10,000	-9,200	-47.9%
<b>Total Cost Center</b>	<b>42,331</b>	<b>25,500</b>	<b>21,100</b>	<b>-4,400</b>	<b>-17.3%</b>
<b>12043 Honor Guard</b>					
50209 Other Professional Services	325	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	670	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,534	2,000	23,300	21,300	1,065.0%
50514 Other Operating Supplies	5,403	1,000	1,000	0	0.0%
<b>Total Cost Center</b>	<b>7,932</b>	<b>3,000</b>	<b>24,300</b>	<b>21,300</b>	<b>710.0%</b>
<b>12050 Uniform Operations</b>					
50210 Maintenance and Repairs	1,870	1,000	2,000	1,000	100.0%
50220 Lease/Rent Of Equipment	350	300	300	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50221 Lease/Rent Of Buildings	274,606	278,400	280,000	1,600	0.6%
50270 Other Contractual Services	4,370	500	500	0	0.0%
50280 Janitorial	25,610	30,700	32,700	2,000	6.5%
50400 Electric Services	30,752	32,000	32,000	0	0.0%
50412 Telecommunications	7,197	7,000	7,200	200	2.9%
50504 Laundry, Housekeeping, and Janitorial Supplies	2,500	3,000	2,500	-500	-16.7%
50514 Other Operating Supplies	779	300	500	200	66.7%
50831 Machinery and Equipment- Replacement Less Than \$10,000	6,484	0	0	0	0.0%
<b>Total Cost Center</b>	<b>354,518</b>	<b>353,200</b>	<b>357,700</b>	<b>4,500</b>	<b>1.3%</b>
<b>12054 Central Station</b>					
50209 Other Professional Services	0	200	200	0	0.0%
50210 Maintenance and Repairs	800	1,000	1,000	0	0.0%
50260 Laundry and Dry Cleaning	15	0	0	0	0.0%
50270 Other Contractual Services	1,664	1,500	1,500	0	0.0%
50280 Janitorial	16,450	17,700	21,200	3,500	19.8%
50285 Landscaping	9,084	5,800	5,800	0	0.0%
50400 Electric Services	12,054	12,000	12,000	0	0.0%
50401 Heating Services	1,778	1,800	1,800	0	0.0%
50402 Water Service	479	700	500	-200	-28.6%
50403 Sewer Service	590	600	600	0	0.0%
50404 Refuse Service	358	400	400	0	0.0%
50412 Telecommunications	9,301	9,300	9,300	0	0.0%
50500 Office Supplies	436	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	117	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	2,196	2,100	2,200	100	4.8%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50506 Repair and Maintenance Supplies	66	0	0	0	0.0%
50514 Other Operating Supplies	108	0	500	500	100.0%
50517 Small Tools	47	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	3,744	0	0	0	0.0%
<b>Total Cost Center</b>	<b>59,287</b>	<b>53,100</b>	<b>57,000</b>	<b>3,900</b>	<b>7.3%</b>
<b>12060 Canine</b>					
50200 Medical Services	14,797	10,000	16,000	6,000	60.0%
50209 Other Professional Services	0	200	0	-200	-100.0%
50430 Mileage	9	0	0	0	0.0%
50431 Education and Training	150	0	0	0	0.0%
50450 Dues And Association Memberships	533	500	500	0	0.0%
50453 Freight Charges	-2	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	8,578	9,600	9,600	0	0.0%
50502 Agricultural Supplies	7,675	5,100	6,000	900	17.6%
50511 Uniforms/Wearing Apparel/ITEMS	1,638	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	48	0	1,000	1,000	100.0%
<b>Total Cost Center</b>	<b>33,426</b>	<b>25,400</b>	<b>33,100</b>	<b>7,700</b>	<b>30.3%</b>
<b>12061 Explosive Ordinance Devices</b>					
50210 Maintenance and Repairs	9,600	0	0	0	0.0%
50431 Education and Training	186	1,000	500	-500	-50.0%
50450 Dues And Association Memberships	0	200	200	0	0.0%
50506 Repair and Maintenance Supplies	42	0	500	500	100.0%
50510 Police And Fire Supplies/ITEMS	0	0	500	500	100.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	36,500	38,750	2,250	6.2%
50514 Other Operating Supplies	52,310	0	500	500	100.0%
50516 Chemicals	0	800	3,000	2,200	275.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50801 Machinery and Equipment-New \$10,000 and Over	1,466	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	5,758	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	5,478	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	148	300	300	0	0.0%
<b>Total Cost Center</b>	<b>74,988</b>	<b>38,800</b>	<b>44,250</b>	<b>5,450</b>	<b>14.0%</b>

### 12062 Civil Disturbance Team

50210 Maintenance and Repairs	0	1,500	1,000	-500	-33.3%
50503 Medical and Laboratory Supplies	0	1,500	1,500	0	0.0%
50510 Police And Fire Supplies/ITEMS	-7,093	8,000	6,750	-1,250	-15.6%
50511 Uniforms/Wearing Apparel/ITEMS	10,001	2,500	2,500	0	0.0%
50514 Other Operating Supplies	2,130	0	500	500	100.0%
50517 Small Tools	0	0	1,000	1,000	100.0%
<b>Total Cost Center</b>	<b>5,038</b>	<b>13,500</b>	<b>13,250</b>	<b>-250</b>	<b>-1.9%</b>

### 12063 Incident Management Team

50210 Maintenance and Repairs	833	3,000	1,000	-2,000	-66.7%
50450 Dues And Association Memberships	450	500	500	0	0.0%
50453 Freight Charges	62	0	0	0	0.0%
50503 Medical and Laboratory Supplies	1,034	1,000	1,000	0	0.0%
50506 Repair and Maintenance Supplies	446	0	500	500	100.0%
50510 Police And Fire Supplies/ITEMS	28,401	31,000	180,800	149,800	483.2%
50511 Uniforms/Wearing Apparel/ITEMS	7,094	2,500	5,000	2,500	100.0%
50801 Machinery and Equipment-New \$10,000 and Over	9,825	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	18,315	0	0	0	0.0%
<b>Total Cost Center</b>	<b>66,460</b>	<b>38,000</b>	<b>188,800</b>	<b>150,800</b>	<b>396.8%</b>

### 12064 Community Policing

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50250 Advertising	4,307	0	0	0	0.0%
50450 Dues And Association Memberships	275	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	129	0	6,500	6,500	100.0%
50514 Other Operating Supplies	161	2,500	2,500	0	0.0%
<b>Total Cost Center</b>	<b>4,872</b>	<b>2,500</b>	<b>9,000</b>	<b>6,500</b>	<b>260.0%</b>

# DEPARTMENT OF EMERGENCY COMMUNICATIONS

## DESCRIPTION

The Department of Emergency Communications symbolizes the establishment of a new a Public Safety Agency created from components previously assigned to the Henrico Police Department. In FY24 the Police Communication Unit was designated as an independent department, including the Wireless E-911 budget, which in prior years was reflected in the Special Revenue Fund. Funding for this department was transfer from the Police Department’s personnel and operating budget. The Department of Emergency Communications is a 24-hour operation which processes incoming emergency 911 and non-emergency calls for Police, Fire and EMS assistance. The department also operates a Teletype Terminal in compliance with the Virginia Criminal Information Network and the National Crime Information Center, and National Law Enforcement Telecommunications System.

## OBJECTIVES

- Answer and dispatch all emergency 911 and non-emergency calls in a timely manner with proficiency and integrity.
- Improve operational performance.
- Striving to make professionalism and proficiency our tradition of excellence.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<b>Description</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>	<b>Change 23 to 24</b>
Personnel	\$ -	\$ -	\$ 8,858,088	0.0%
Operation	-	-	107,039	0.0%
Capital	-	-	8,500	0.0%
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,973,627</b>	<b>0.0%</b>
Personnel Complement*	-	-	74	74

FY22 Actual & FY23 Original Budgets are included in Police as Communications Unit and Wireless E-911 in the Special Revenue.

## PERFORMANCE MEASURES

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Total Incoming/Outgoing calls	-	-	-	0
Average dispatch time for Priority calls	-	-	-	0
Number of Priority 1 calls processed in 90 seconds or less	-	-	-	0

## BUDGET HIGHLIGHTS

In FY24 the Police Communication Unit was designated as an independent department, including the Wireless E-911 budget, which in prior years was reflected in the Special Revenue Fund. The FY24 budget for the Department of Emergency Communications totals \$8,973,627. The personnel component is \$8,858,088. This reflects a pay increase for all employees, retirement, and health care cost. The operating component is \$107,039 and the capital component is \$8,500.

## DEPARTMENTAL HIGHLIGHTS

### AWARDS AND ACCOMPLISHMENTS

Multiple members of the Henrico Department of Emergency Communications were recognized internally and externally during FY22. A Communications Supervisor was recognized by the Old Dominion EMS Alliance, Inc for her Outstanding Contribution to EMS Telecommunications, as the Quality Assurance Supervisor for our Emergency Medical Dispatch program and her participation on several EMS and Fire related committees. Several Communications Supervisors and, Communications Officers received the Division of Police Medal for their outstanding work in assisting at the COVID vaccination clinics. Additionally, the Department of Emergency Communications was awarded the Meritorious Unit Award by the Division of Police.

Also, in FY22, Communications transitioned to the Next Generation 911, or NG911, a digital, internet protocol (IP)-based system that is replacing the old analog 911 system that has been in place for decades. With this transition from our legacy Verizon copper 911 trunks, instead of having phone lines dedicated only to landline 911 callers and some only to wireless 911 calls, our lines now accept any combination of calls which is an improvement as our call activity averages over 80% wireless.

### COMMUNITY OUTREACH AND ENGAGEMENT

The Henrico Department of Emergency Communications offers a community awareness program to educate the public on their local 911 Emergency Communications system. Educational materials are available in brochure or

### *Department of Emergency Communications*

PowerPoint format, and we also offer in person presentations to community groups or organizations. The presentation explains how 911 works, what questions callers can expect to be asked, and what it is like to be a dispatcher. The presentation is suitable for all ages to ensure that all of Henrico's citizens feel knowledgeable and confident about the 911 system and those who work daily to help citizens in their time of need. Employees made presentations to multiple groups during FY22, to include presentations and tours for the Citizens' Police Academy, the Senior Citizens' Police Academy, and to an elementary school class.

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### COMMUNITY SAFETY INITIATIVES

Presentations to the community and the public are offered as not only an informational resource, but to educate users of the 911 system on how to quickly and efficiently mobilize help in the event of a police, fire, or medical emergency. An example of one such presentation was to a group of elementary school children. Initiatives such as this assist children who may not know their address or phone number and helps prepare them to calmly provide information that can assist in citizen and responder safety.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
EMERGENCY COMMUNICATIONS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	0	0	6,288,407	6,288,407	100.0%
50101 Full-Time Salaries and Wages - Overtime	0	0	275,434	275,434	100.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	22,839	22,839	100.0%
50109 Vacancy Savings	0	0	-191,544	-191,544	-100.0%
50110 FICA	0	0	440,545	440,545	100.0%
50111 Retirement VRS	0	0	977,886	977,886	100.0%
50112 Hospital/Medical Plans	0	0	956,483	956,483	100.0%
50113 Group Insurance - Life (VRS)	0	0	88,038	88,038	100.0%
50209 Other Professional Services	0	0	10,000	10,000	100.0%
50213 Maintenance Service Contracts-Computers	0	0	69,178	69,178	100.0%
50412 Telecommunications	0	0	26,861	26,861	100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	0	500	500	100.0%
50514 Other Operating Supplies	0	0	500	500	100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	0	8,500	8,500	100.0%
<b>Total Department</b>	<b>0</b>	<b>0</b>	<b>8,973,627</b>	<b>8,973,627</b>	<b>100.0%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
EMERGENCY COMMUNICATIONS**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>15002 Emergency Communications Center</b>					
50100 Full-Time Salaries and Wages - Regular	0	0	6,288,407	6,288,407	100.0%
50101 Full-Time Salaries and Wages - Overtime	0	0	275,434	275,434	100.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	22,839	22,839	100.0%
50109 Vacancy Savings	0	0	-191,544	-191,544	-100.0%
50110 FICA	0	0	440,545	440,545	100.0%
50111 Retirement VRS	0	0	977,886	977,886	100.0%
50112 Hospital/Medical Plans	0	0	956,483	956,483	100.0%
50113 Group Insurance - Life (VRS)	0	0	88,038	88,038	100.0%
50209 Other Professional Services	0	0	10,000	10,000	100.0%
50213 Maintenance Service Contracts- Computers	0	0	69,178	69,178	100.0%
50412 Telecommunications	0	0	26,861	26,861	100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	0	500	500	100.0%
50514 Other Operating Supplies	0	0	500	500	100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	0	8,500	8,500	100.0%
<b>Total Cost Center</b>	<b>0</b>	<b>0</b>	<b>8,973,627</b>	<b>8,973,627</b>	<b>100.0%</b>



# DIVISION OF FIRE

## DESCRIPTION

The Henrico County Division of Fire provides fire suppression, emergency medical services, technical rescue, hazardous materials mitigation, fire prevention, public education, and disaster preparedness to the citizens and visitors of Henrico County.

The Division of Fire is a community-driven, professional public safety and service organization that takes pride in stewardship and innovation, while maintaining public trust. The Division is committed to, and guided by, its core values of Professionalism, Respect, Integrity, Dedication, and Empathy (**PRIDE**).

The Division of Fire is an all-hazards department with a focus on improving the quality of life for all citizens in Henrico County. The Division takes a proactive approach to reducing risk throughout the community through a wide range of planning, response, and recovery initiatives. In addition to the traditional role as the provider of fire prevention and fire protection, the Division is also the primary provider of Emergency Medical Services (EMS), including both first response and advanced life support (ALS) emergency transport. The Division of Fire operates several specialty teams including the regional hazardous materials team, the technical rescue team, the robotics team, and the SRT (Search, Rescue, Dive Team).

## OBJECTIVES

- Enhance the county’s overall ability to prepare for, respond to, mitigate, and recover from emergencies and disasters by developing a community-driven service delivery model.
- Ensure a workforce that exemplifies the core values of Henrico County Division of Fire and is prepared to achieve the mission and vision.
- Ensure business procedures, data, and technology systems that support current and future requirements of the Henrico County Division of Fire.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change 23 to 24
	Actual	Original	Proposed	
Personnel	\$ 68,400,140	\$ 71,108,687	\$ 76,319,744	7.3%
Operation	9,268,209	7,582,323	7,544,063	(0.5%)
Capital	1,262,698	1,002,192	1,210,452	20.8%
Total	<u>\$ 78,931,047</u>	<u>\$ 79,693,202</u>	<u>\$ 85,074,259</u>	<u>6.8%</u>

Personnel Complement 626 637 649 \* 12

\* Reflects 12 positions: 2 lieutenants and 9 firefighters for Firehouse 23, and 1 Clinical Coordinator

Division of Fire

PERFORMANCE MEASURES

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Total Calls for Service	48,080	53,918	57,050	3,132
Total EMS and Rescue Calls for Service	40,259	45,422	48,002	2,580
Fire Incidents	7,821	8,496	9,048	552
Fires per 1,000 Population	2.16	2.16	2.16	0
<b>Effectiveness Measures</b>				
Structure Fires Contained to the Room of Origin	78%	74%	74%	0%
CPR Revival Rate	18%	20%	22%	2%

OBJECTIVES (CONTINUED)

- Utilize an adaptable, comprehensive, all-hazard whole community risk reduction program.
- Provide an effective and comprehensive training and certification program.
- Utilize and implement an effective and comprehensive communication plan for the Henrico County Division of Fire.
- Ensure a responsive, sustainable logistics program is in place to comprehensively address the current and future needs of the Henrico County Division of Fire.

BUDGET HIGHLIGHTS

The Division of Fire’s FY24 budget is \$85,074,259 representing an increase of \$5,381,057, or 6.8%, over FY23. The personnel component increased by \$5,095,336, or 7.2% and includes the addition of twelve positions: 2 lieutenants and 9 firefighters for Firehouse 23, and 1 Clinical Coordinator. The Clinical Coordinator will provide support for the EMS program with training, labs and accreditation.

The operating component increased by \$77,461, or 1.0% from FY23 due to the expansion of hours for the Operational Medical Director to provide evaluation, advising and EMS training. This increase is offset by an expected lesser need for repair of specialty equipment projected for FY24, allowing funds to shift to the capital component.

The capital component is \$1,210,452, an increase of \$208,260, or 20.8%, due mostly to a net increase to machinery and equipment replacement of \$214,560. There is \$170,00 as a second year of funding the equipment replacement plan that ensures the regular replacement of crucial items such as: stretchers, stabilization kits, high- and low-pressure air bags, hose for apparatus, and thermal imaging cameras.

The Division has reorganized several cost centers to provide for a more balanced and accurate view of current spending, including EMS, CARE, Logistics, Fleet and Facility. This includes the multi-year equipment replacement plan, which is in its second year.

## DEPARTMENTAL HIGHLIGHTS

In FY24, the Division of Fire will focus on expanding the quality of existing programs as well as continuing to provide a consistently high level of service to the citizens of the County while improving efficiency and effectiveness. Examples of these programs include enhancing firefighter safety, building upon the Basic Life Support (BLS), Community Assistance Resources, and Education (CARE) programs launched in 2018, along with expanded and targeted prevention efforts in the community. These will be accomplished in an environment of increasing calls, particularly with EMS and Rescue calls.

## AWARDS AND RECOGNITION

The Division continues to be a leader providing emergency medical services. In FY24, General Fund support will provide medical supplies, fuel, and insurance premium payments for two volunteer rescue squads. This is in addition to “Four for Life” funding from the Commonwealth of Virginia, which flows through the Division’s budget and is disbursed to the volunteer rescue squads to reimburse for qualifying expenses. Between the “Four for Life” and General Fund Support, over \$500,000 is provided to Lakeside and Tuckahoe volunteer rescue squads.

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### FIREFIGHTER SAFETY AND WELLNESS

Firefighter safety and wellness is a top priority for the Division. Proper equipment and apparatus are vital to the safety of firefighters and the FY24 budget allocates resources to ensure a systematic replacement approach. In addition to equipment, in 2020 the Division began providing firefighters with a behavioral health assessment tool as part of the annual physical process, which include cancer screenings that began in FY23. Screenings also help to monitor and assess PTSD, anxiety, depression, and insomnia related to workplace trauma.

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### TRAINING PROGRAMS

The Division has continued to successfully self-certify paramedics at its training facilities. EMS continuing education for the over 220 Advance Life Support providers is on track this fiscal year. Training for both experienced and new Rapid Sequence Induction (RSI) paramedics was completed with virtual learning as well as in person training, which helped keep the high acuity program operating as normal. The Division continues to train its members in live fire scenarios, maintaining their skills to meet the national standard. The development and career development of fire officers is a top priority, accomplished through the Henrico Fire Officers’ Academy (HFOA), which provides an excellent opportunity for front-line and aspiring officers to learn valuable leadership skills.

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### COMMUNITY PREPAREDNESS

In FY24, the Division will continue to enhance the Special Operations response programs through sound fiscal decision making and seeking external grant opportunities. During FY23, the Division was successful in obtaining Homeland Security grant funding to support All-Hazards response preparation. These grant awards were successful in purchasing and deploying equipment for hazmat response, technical rescue efforts, the Dive Team, and the Marine Team. With successful grant opportunities in FY24, the division would utilize funding to maintain, repair, and replace Special Operations gear, to be prepared for any manmade and or natural disasters.

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#### SPECIALTY REPAIR SHOP PROGRAM

The Division operates a specialty repair shop program. By assigning firefighters to these shops, in addition to their normal duties, equipment is maintained at a lower cost and with less down time than if the County had to purchase these services from an outside vendor. There are more than ten specialty shops, including: the hose and nozzle shop, SCBA shop, oxygen cylinder shop, Hurst tool shop, thermal imaging shop, and the ZOLL medical devices shop.

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#### FUTURE CHALLENGES

The Division expects to face several challenges over the coming years. Some of these challenges include increased service demands due to an expanding and aging population, personnel turnover due to retirements, difficulty in training and retaining ALS providers, and the continued development of mixed use, high density, and high service demand properties such as nursing homes, assisted living facilities and commercial/residential mixed-use buildings. The Division has completed a trial program involving a quick response vehicle staffed by a paramedic paired with BLS units as a means of handling low acuity calls, which have grown in number. Evaluation of this trial is in progress. The Division continues to actively review and plan for these challenges.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC SAFETY - FIRE**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	46,746,394	50,309,744	54,205,169	3,895,425	7.7%
50101 Full-Time Salaries and Wages - Overtime	3,830,374	2,124,853	2,124,853	0	0.0%
50104 Temporary Salaries and Wages - Regular	342,209	578,906	578,906	0	0.0%
50105 Temporary Salaries and Wages - Overtime	5,758	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	10,289	3,304	6,839	3,535	107.0%
50109 Vacancy Savings	0	-1,795,956	-1,885,091	-89,135	-5.0%
50110 FICA	3,709,465	4,055,332	4,377,209	321,877	7.9%
50111 Retirement VRS	6,692,644	8,326,077	9,044,562	718,485	8.6%
50112 Hospital/Medical Plans	6,446,059	6,801,255	6,985,551	184,296	2.7%
50113 Group Insurance - Life (VRS)	616,260	705,172	766,025	60,853	8.6%
50114 Unemployment Insurance	688	0	0	0	0.0%
50200 Medical Services	1,832,109	112,700	112,700	0	0.0%
50201 Legal Services	0	100	100	0	0.0%
50207 Professional Education Services	50,618	60,010	59,510	-500	-0.8%
50209 Other Professional Services	178,187	264,096	378,184	114,088	43.2%
50210 Maintenance and Repairs	98,916	155,825	157,808	1,983	1.3%
50211 Maintenance Service Contracts	221,693	191,322	182,742	-8,580	-4.5%
50212 Vehicle Repair	2,226,360	1,940,474	1,940,474	0	0.0%
50213 Maintenance Service Contracts-Computers	347,011	420,800	434,701	13,901	3.3%
50220 Lease/Rent Of Equipment	10,829	14,450	21,602	7,152	49.5%
50221 Lease/Rent Of Buildings	30,134	39,000	39,000	0	0.0%
50240 Printing and Binding	4,769	25,250	14,100	-11,150	-44.2%
50250 Advertising	3,875	5,350	5,350	0	0.0%
50270 Other Contractual Services	10,973	7,700	7,050	-650	-8.4%
50285 Landscaping	9,188	21,500	21,500	0	0.0%
50290 Purchase of Services from Other Governments	4,962	5,618	5,618	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	374,689	366,835	366,835	0	0.0%
50400 Electric Services	291,117	304,500	304,500	0	0.0%
50401 Heating Services	86,326	77,820	77,820	0	0.0%
50402 Water Service	28,347	30,306	30,306	0	0.0%
50403 Sewer Service	28,591	29,883	29,883	0	0.0%
50404 Refuse Service	10,290	12,100	12,100	0	0.0%
50410 Postal Services	3,071	4,125	4,125	0	0.0%
50412 Telecommunications	99,797	100,936	105,149	4,213	4.2%
50413 Airtime - Mobile Terminals	207,172	206,500	202,884	-3,616	-1.8%
50430 Mileage	1,754	2,500	2,500	0	0.0%
50431 Education and Training	89,143	88,440	88,440	0	0.0%
50441 Payment To Other Civic/Community Organizations	421,774	344,000	327,900	-16,100	-4.7%
50450 Dues And Association Memberships	6,950	5,085	6,235	1,150	22.6%
50455 Tuition	12,400	24,000	24,000	0	0.0%
50500 Office Supplies	15,768	30,170	22,410	-7,760	-25.7%
50501 Food Supplies and Food Service Supplies	24,073	33,000	34,000	1,000	3.0%
50502 Agricultural Supplies	1,928	8,000	8,000	0	0.0%
50503 Medical and Laboratory Supplies	552,507	473,525	473,525	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	65,720	75,000	75,000	0	0.0%
50506 Repair and Maintenance Supplies	106,925	283,010	282,510	-500	-0.2%
50507 Gasoline	830,380	632,217	632,217	0	0.0%
50509 Vehicle and Powered Equipment Supplies	5,344	4,500	4,500	0	0.0%
50510 Police And Fire Supplies/ITEMS	11,754	5,600	5,600	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	667,030	1,003,311	1,006,726	3,415	0.3%
50512 Books and Subscriptions	1,014	16,850	20,600	3,750	22.3%
50514 Other Operating Supplies	93,318	75,415	85,880	10,465	13.9%
50516 Chemicals	25,062	6,000	6,000	0	0.0%
50517 Small Tools	6,804	11,150	11,350	200	1.8%
50518 Liquid Propane Gas	1,460	2,000	2,000	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50519 Textbooks	5,075	13,050	13,050	0	0.0%
50521 Computer Software	163,002	47,800	12,800	-35,000	-73.2%
50630 Emergency Assistance	0	500	500	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	414,043	414,048	414,048	0	0.0%
50807 Capital Leases	95,950	95,960	95,960	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	358,812	52,904	81,264	28,360	53.6%
50813 Telecommunications Equipment-New Less Than \$10,000	0	6,300	2,000	-4,300	-68.3%
50815 Computer Equipment-New Less Than \$10,000	6,186	7,000	10,000	3,000	42.9%
50821 Machinery and Equipment- Replacement \$10,000 and Over	151,639	182,800	93,300	-89,500	-49.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	149,993	160,430	436,130	275,700	171.9%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	47,110	31,750	31,750	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	11,609	14,500	4,500	-10,000	-69.0%
50834 Motor Vehicles and Equipment- Replacement Less Than \$10,000	22,467	31,500	31,500	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,889	5,000	10,000	5,000	100.0%
<b>Total Department</b>	<b>78,931,047</b>	<b>79,693,202</b>	<b>85,074,259</b>	<b>5,381,057</b>	<b>6.8%</b>



**Operating Line Item Budget By Cost Center**  
**Henrico County, Virginia**  
**FY2023-24**  
**PUBLIC SAFETY - FIRE**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>13101 Administration Services</b>					
50100 Full-Time Salaries and Wages - Regular	987,773	1,074,846	968,170	-106,676	-9.9%
50101 Full-Time Salaries and Wages - Overtime	4,243	28,000	28,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	13,535	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,301	857	1,857	1,000	116.7%
50109 Vacancy Savings	0	-38,638	-40,302	-1,664	-4.3%
50110 FICA	68,863	76,624	87,256	10,632	13.9%
50111 Retirement VRS	142,247	177,672	193,176	15,504	8.7%
50112 Hospital/Medical Plans	135,060	107,700	128,964	21,264	19.7%
50113 Group Insurance - Life (VRS)	13,091	15,048	16,361	1,313	8.7%
50207 Professional Education Services	21,977	5,760	5,760	0	0.0%
50209 Other Professional Services	4,276	0	0	0	0.0%
50220 Lease/Rent Of Equipment	0	6,500	6,500	0	0.0%
50240 Printing and Binding	1,542	2,000	2,000	0	0.0%
50270 Other Contractual Services	4,531	250	250	0	0.0%
50290 Purchase of Services from Other Governments	4,962	5,618	5,618	0	0.0%
50400 Electric Services	291,117	304,500	304,500	0	0.0%
50401 Heating Services	86,326	77,820	77,820	0	0.0%
50402 Water Service	26,633	28,006	28,006	0	0.0%
50403 Sewer Service	26,398	26,883	26,883	0	0.0%
50404 Refuse Service	8,584	8,500	8,500	0	0.0%
50410 Postal Services	2,171	2,300	2,300	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50430 Mileage	1,754	2,500	2,500	0	0.0%
50431 Education and Training	89,143	85,440	85,440	0	0.0%
50450 Dues And Association Memberships	3,480	3,600	3,600	0	0.0%
50455 Tuition	12,400	24,000	24,000	0	0.0%
50500 Office Supplies	166	220	220	0	0.0%
50501 Food Supplies and Food Service Supplies	2,156	4,000	4,000	0	0.0%
50512 Books and Subscriptions	338	350	350	0	0.0%
50514 Other Operating Supplies	685	4,000	4,000	0	0.0%
<b>Total Cost Center</b>	<b>1,958,752</b>	<b>2,034,356</b>	<b>1,975,729</b>	<b>-58,627</b>	<b>-2.9%</b>
<b>13112 Technology</b>					
50100 Full-Time Salaries and Wages - Regular	394,249	426,164	470,007	43,843	10.3%
50101 Full-Time Salaries and Wages - Overtime	4,859	2,000	2,000	0	0.0%
50109 Vacancy Savings	0	-15,320	-16,303	-983	-6.4%
50110 FICA	27,423	32,755	36,318	3,563	10.9%
50111 Retirement VRS	58,450	70,445	78,146	7,701	10.9%
50112 Hospital/Medical Plans	87,704	53,850	53,736	-114	-0.2%
50113 Group Insurance - Life (VRS)	5,359	5,966	6,619	653	10.9%
50207 Professional Education Services	0	5,000	5,000	0	0.0%
50210 Maintenance and Repairs	2,961	14,000	8,000	-6,000	-42.9%
50213 Maintenance Service Contracts-Computers	347,011	415,000	434,701	19,701	4.7%
50220 Lease/Rent Of Equipment	5,143	0	7,152	7,152	100.0%
50240 Printing and Binding	0	13,000	4,800	-8,200	-63.1%
50270 Other Contractual Services	340	700	700	0	0.0%
50412 Telecommunications	99,293	100,936	105,149	4,213	4.2%
50413 Airtime - Mobile Terminals	207,172	206,500	202,884	-3,616	-1.8%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	5,196	400	1,000	600	150.0%
50506 Repair and Maintenance Supplies	0	600	600	0	0.0%
50514 Other Operating Supplies	3,306	2,000	4,250	2,250	112.5%
50517 Small Tools	0	0	200	200	100.0%
50521 Computer Software	158,943	39,000	4,000	-35,000	-89.7%
50811 Machinery and Equipment-New Less Than \$10,000	3,835	0	20,000	20,000	100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	0	6,300	2,000	-4,300	-68.3%
50815 Computer Equipment-New Less Than \$10,000	6,186	7,000	10,000	3,000	42.9%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,450	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	1,500	1,500	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,889	5,000	10,000	5,000	100.0%
<b>Total Cost Center</b>	<b>1,423,769</b>	<b>1,392,796</b>	<b>1,452,459</b>	<b>59,663</b>	<b>4.3%</b>
<b>13113 Emergency Planning and Safety</b>					
50100 Full-Time Salaries and Wages - Regular	176,575	0	0	0	0.0%
50101 Full-Time Salaries and Wages - Overtime	1,745	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	2,960	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	543	0	0	0	0.0%
50110 FICA	12,124	0	0	0	0.0%
50111 Retirement VRS	25,574	0	0	0	0.0%
50112 Hospital/Medical Plans	16,013	0	0	0	0.0%
50113 Group Insurance - Life (VRS)	2,235	0	0	0	0.0%
50200 Medical Services	1,813,777	0	0	0	0.0%
50209 Other Professional Services	11,436	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	1,515	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50503 Medical and Laboratory Supplies	1,972	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	6,442	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,072,911</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13114 Personnel and Recruitment</b>					
50100 Full-Time Salaries and Wages - Regular	264,728	323,921	353,320	29,399	9.1%
50108 Hybrid Disability Prgm (Prev Wage Adj)	255	0	479	479	100.0%
50109 Vacancy Savings	0	-11,645	-12,256	-611	-5.2%
50110 FICA	19,684	24,780	27,187	2,407	9.7%
50111 Retirement VRS	32,121	53,544	58,745	5,201	9.7%
50112 Hospital/Medical Plans	26,788	43,080	42,988	-92	-0.2%
50113 Group Insurance - Life (VRS)	3,037	4,535	4,975	440	9.7%
50200 Medical Services	18,332	23,600	23,600	0	0.0%
50207 Professional Education Services	15,900	11,400	11,400	0	0.0%
50209 Other Professional Services	55	1,000	0	-1,000	-100.0%
50210 Maintenance and Repairs	0	150	150	0	0.0%
50221 Lease/Rent Of Buildings	29,211	39,000	39,000	0	0.0%
50240 Printing and Binding	126	600	600	0	0.0%
50250 Advertising	3,875	4,500	4,500	0	0.0%
50410 Postal Services	11	125	125	0	0.0%
50501 Food Supplies and Food Service Supplies	0	150	1,150	1,000	666.7%
50511 Uniforms/Wearing Apparel/ITEMS	0	500	500	0	0.0%
50514 Other Operating Supplies	0	75	75	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	1,804	0	0	0	0.0%
<b>Total Cost Center</b>	<b>415,927</b>	<b>519,315</b>	<b>556,538</b>	<b>37,223</b>	<b>7.2%</b>
<b>13115 Logistics</b>					
50100 Full-Time Salaries and Wages - Regular	626,863	667,257	700,272	33,015	4.9%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50101 Full-Time Salaries and Wages - Overtime	101,876	7,000	7,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	66,545	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	189	221	237	16	7.2%
50109 Vacancy Savings	0	-23,987	-24,290	-303	-1.3%
50110 FICA	57,493	51,581	54,368	2,787	5.4%
50111 Retirement VRS	90,996	110,298	116,431	6,133	5.6%
50112 Hospital/Medical Plans	91,789	75,390	75,229	-161	-0.2%
50113 Group Insurance - Life (VRS)	8,409	9,342	9,861	519	5.6%
50209 Other Professional Services	3,508	25,000	0	-25,000	-100.0%
50210 Maintenance and Repairs	63,466	34,200	13,650	-20,550	-60.1%
50211 Maintenance Service Contracts	142,786	118,100	10,000	-108,100	-91.5%
50212 Vehicle Repair	2,226,360	1,940,474	0	-1,940,474	-100.0%
50220 Lease/Rent Of Equipment	322	0	0	0	0.0%
50270 Other Contractual Services	76	500	800	300	60.0%
50285 Landscaping	9,188	21,500	0	-21,500	-100.0%
50310 Automotive/Motor Pool	374,689	366,835	0	-366,835	-100.0%
50404 Refuse Service	0	3,000	0	-3,000	-100.0%
50410 Postal Services	605	700	700	0	0.0%
50500 Office Supplies	10,406	28,250	19,890	-8,360	-29.6%
50501 Food Supplies and Food Service Supplies	8,213	13,000	1,500	-11,500	-88.5%
50502 Agricultural Supplies	516	6,000	2,000	-4,000	-66.7%
50503 Medical and Laboratory Supplies	494,536	408,919	408,919	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	65,720	75,000	75,000	0	0.0%
50506 Repair and Maintenance Supplies	31,831	195,785	18,500	-177,285	-90.6%
50507 Gasoline	783,850	583,717	0	-583,717	-100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	624,321	940,771	940,771	0	0.0%
50514 Other Operating Supplies	38,140	26,000	26,000	0	0.0%
50516 Chemicals	19,749	0	0	0	0.0%
50517 Small Tools	3,856	5,000	5,000	0	0.0%
50518 Liquid Propane Gas	1,460	2,000	2,000	0	0.0%
50807 Capital Leases	95,950	95,960	95,960	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	210,707	5,100	8,360	3,260	63.9%
50821 Machinery and Equipment- Replacement \$10,000 and Over	115,713	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	91,315	39,100	2,500	-36,600	-93.6%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	44,156	31,750	0	-31,750	-100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	11,609	3,000	0	-3,000	-100.0%
50834 Motor Vehicles and Equipment- Replacement Less Than \$10,000	22,467	31,500	0	-31,500	-100.0%
<b>Total Cost Center</b>	<b>6,539,675</b>	<b>5,898,263</b>	<b>2,570,658</b>	<b>-3,327,605</b>	<b>-56.4%</b>
<b>13116 Fire Marshal's Office</b>					
50100 Full-Time Salaries and Wages - Regular	82,500	0	0	0	0.0%
50110 FICA	6,311	0	0	0	0.0%
50412 Telecommunications	168	0	0	0	0.0%
<b>Total Cost Center</b>	<b>88,979</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13117 Health and Safety</b>					
50100 Full-Time Salaries and Wages - Regular	433,495	449,389	500,787	51,398	11.4%
50101 Full-Time Salaries and Wages - Overtime	15,971	0	0	0	0.0%
50109 Vacancy Savings	0	-16,155	-17,371	-1,216	-7.5%
50110 FICA	32,187	34,378	38,534	4,156	12.1%
50111 Retirement VRS	61,983	74,284	83,263	8,979	12.1%
50112 Hospital/Medical Plans	39,114	43,080	42,988	-92	-0.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50113 Group Insurance - Life (VRS)	5,728	6,291	7,052	761	12.1%
50200 Medical Services	0	89,100	89,100	0	0.0%
50209 Other Professional Services	20,440	106,165	107,982	1,817	1.7%
50210 Maintenance and Repairs	0	50,475	51,758	1,283	2.5%
50450 Dues And Association Memberships	0	0	400	400	100.0%
50501 Food Supplies and Food Service Supplies	274	0	0	0	0.0%
50506 Repair and Maintenance Supplies	635	800	800	0	0.0%
50514 Other Operating Supplies	0	200	200	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	1,751	3,500	0	-3,500	-100.0%
<b>Total Cost Center</b>	<b>611,578</b>	<b>841,507</b>	<b>905,493</b>	<b>63,986</b>	<b>7.6%</b>
<b>13118 Planning</b>					
50412 Telecommunications	168	0	0	0	0.0%
<b>Total Cost Center</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13119 Specialty Shops</b>					
50207 Professional Education Services	0	2,350	2,350	0	0.0%
50210 Maintenance and Repairs	12,932	21,000	30,500	9,500	45.2%
50211 Maintenance Service Contracts	31,297	25,612	16,112	-9,500	-37.1%
50220 Lease/Rent Of Equipment	302	450	450	0	0.0%
50410 Postal Services	201	250	250	0	0.0%
50501 Food Supplies and Food Service Supplies	486	500	500	0	0.0%
50503 Medical and Laboratory Supplies	17,570	27,500	27,500	0	0.0%
50506 Repair and Maintenance Supplies	56,848	50,075	50,075	0	0.0%
50507 Gasoline	8,445	8,500	8,500	0	0.0%
50509 Vehicle and Powered Equipment Supplies	5,344	4,500	4,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	4,443	12,500	12,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	11,525	14,500	14,500	0	0.0%
50517 Small Tools	150	350	350	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	33,657	43,804	43,804	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	42,465	182,800	92,800	-90,000	-49.2%
50831 Machinery and Equipment- Replacement Less Than \$10,000	12,789	102,450	372,450	270,000	263.5%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	10,000	0	-10,000	-100.0%
<b>Total Cost Center</b>	<b>238,454</b>	<b>507,141</b>	<b>677,141</b>	<b>170,000</b>	<b>33.5%</b>
<b>13121 Operations - Administration</b>					
50412 Telecommunications	168	0	0	0	0.0%
<b>Total Cost Center</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13122 Operations - EMS</b>					
50100 Full-Time Salaries and Wages - Regular	530,304	666,883	708,144	41,261	6.2%
50101 Full-Time Salaries and Wages - Overtime	35,041	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	136,444	378,706	378,706	0	0.0%
50105 Temporary Salaries and Wages - Overtime	5,758	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	4,001	2,226	2,873	647	29.1%
50109 Vacancy Savings	0	-21,826	-24,563	-2,737	-12.5%
50110 FICA	53,553	100,856	83,460	-17,396	-17.2%
50111 Retirement VRS	77,205	120,113	117,739	-2,374	-2.0%
50112 Hospital/Medical Plans	58,678	107,700	107,470	-230	-0.2%
50113 Group Insurance - Life (VRS)	7,177	10,173	9,972	-201	-2.0%
50114 Unemployment Insurance	143	0	0	0	0.0%
50209 Other Professional Services	130,567	115,721	231,442	115,721	100.0%
50211 Maintenance Service Contracts	47,610	47,610	48,530	920	1.9%
50221 Lease/Rent Of Buildings	923	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50240 Printing and Binding	0	3,250	0	-3,250	-100.0%
50404 Refuse Service	1,070	0	0	0	0.0%
50441 Payment To Other Civic/Community Organizations	303,194	205,000	205,000	0	0.0%
50450 Dues And Association Memberships	220	125	500	375	300.0%
50501 Food Supplies and Food Service Supplies	7,065	8,800	0	-8,800	-100.0%
50511 Uniforms/Wearing Apparel/ITEMS	5,262	7,000	4,955	-2,045	-29.2%
50514 Other Operating Supplies	2,367	2,600	0	-2,600	-100.0%
50630 Emergency Assistance	0	500	0	-500	-100.0%
50801 Machinery and Equipment-New \$10,000 and Over	414,043	414,048	414,048	0	0.0%
<b>Total Cost Center</b>	<b>1,820,625</b>	<b>2,169,485</b>	<b>2,288,276</b>	<b>118,791</b>	<b>5.5%</b>
<b>13124 Operations Training</b>					
50100 Full-Time Salaries and Wages - Regular	1,244,177	1,417,534	1,535,070	117,536	8.3%
50101 Full-Time Salaries and Wages - Overtime	180,507	80,420	80,420	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	1,023	1,023	100.0%
50109 Vacancy Savings	0	-50,958	-51,399	-441	-0.9%
50110 FICA	105,222	108,364	123,035	14,671	13.5%
50111 Retirement VRS	179,254	234,318	255,177	20,859	8.9%
50112 Hospital/Medical Plans	137,008	172,320	182,699	10,379	6.0%
50113 Group Insurance - Life (VRS)	16,501	19,845	21,612	1,767	8.9%
50207 Professional Education Services	11,301	29,500	29,500	0	0.0%
50209 Other Professional Services	7,905	14,200	11,700	-2,500	-17.6%
50210 Maintenance and Repairs	6,525	14,000	14,000	0	0.0%
50220 Lease/Rent Of Equipment	5,062	7,500	7,500	0	0.0%
50240 Printing and Binding	2,113	2,200	2,200	0	0.0%
50450 Dues And Association Memberships	1,700	0	0	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	0	1,300	1,300	0	0.0%
50501 Food Supplies and Food Service Supplies	3,958	5,100	5,100	0	0.0%
50502 Agricultural Supplies	1,412	2,000	2,000	0	0.0%
50503 Medical and Laboratory Supplies	7,164	1,000	1,000	0	0.0%
50506 Repair and Maintenance Supplies	4,677	24,750	24,750	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	360	1,500	1,500	0	0.0%
50512 Books and Subscriptions	0	13,500	16,000	2,500	18.5%
50514 Other Operating Supplies	6,804	10,400	10,400	0	0.0%
50517 Small Tools	0	3,500	3,500	0	0.0%
50519 Textbooks	5,075	13,050	13,050	0	0.0%
50521 Computer Software	4,059	8,800	8,800	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	28,242	4,000	4,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	5,262	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,504	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,965,792</b>	<b>2,138,143</b>	<b>2,303,937</b>	<b>165,794</b>	<b>7.8%</b>
<b>13125 Community Risk Reduction</b>					
50100 Full-Time Salaries and Wages - Regular	1,730,112	1,859,808	1,790,732	-69,076	-3.7%
50101 Full-Time Salaries and Wages - Overtime	176,284	28,000	28,000	0	0.0%
50109 Vacancy Savings	0	-66,858	-62,115	4,743	7.1%
50110 FICA	138,710	141,309	135,773	-5,536	-3.9%
50111 Retirement VRS	249,030	307,426	297,736	-9,690	-3.2%
50112 Hospital/Medical Plans	217,211	193,860	182,699	-11,161	-5.8%
50113 Group Insurance - Life (VRS)	23,006	26,037	25,217	-820	-3.1%
50201 Legal Services	0	100	100	0	0.0%
50207 Professional Education Services	0	400	400	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50209 Other Professional Services	0	2,010	2,060	50	2.5%
50240 Printing and Binding	988	3,700	1,500	-2,200	-59.5%
50250 Advertising	0	850	850	0	0.0%
50270 Other Contractual Services	1,980	0	0	0	0.0%
50450 Dues And Association Memberships	670	300	300	0	0.0%
50501 Food Supplies and Food Service Supplies	406	1,200	1,200	0	0.0%
50510 Police And Fire Supplies/ITEMS	11,754	5,600	5,600	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	4,947	8,450	8,450	0	0.0%
50512 Books and Subscriptions	177	2,000	3,500	1,500	75.0%
50514 Other Operating Supplies	9,924	3,050	6,000	2,950	96.7%
<b>Total Cost Center</b>	<b>2,565,199</b>	<b>2,517,242</b>	<b>2,428,002</b>	<b>-89,240</b>	<b>-3.5%</b>
<b>13126 Fleet</b>					
50212 Vehicle Repair	0	0	1,940,474	1,940,474	100.0%
50310 Automotive/Motor Pool	0	0	366,835	366,835	100.0%
50507 Gasoline	0	0	583,717	583,717	100.0%
50834 Motor Vehicles and Equipment- Replacement Less Than \$10,000	0	0	31,500	31,500	100.0%
<b>Total Cost Center</b>	<b>0</b>	<b>0</b>	<b>2,922,526</b>	<b>2,922,526</b>	<b>100.0%</b>
<b>13127 Facilities</b>					
50209 Other Professional Services	0	0	25,000	25,000	100.0%
50210 Maintenance and Repairs	0	0	20,250	20,250	100.0%
50211 Maintenance Service Contracts	0	0	108,100	108,100	100.0%
50285 Landscaping	0	0	21,500	21,500	100.0%
50404 Refuse Service	0	0	3,000	3,000	100.0%
50501 Food Supplies and Food Service Supplies	0	0	11,500	11,500	100.0%
50502 Agricultural Supplies	0	0	4,000	4,000	100.0%
50506 Repair and Maintenance Supplies	0	0	177,285	177,285	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50811 Machinery and Equipment-New Less Than \$10,000	0	0	5,100	5,100	100.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	0	36,600	36,600	100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	0	31,750	31,750	100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	0	3,000	3,000	100.0%
<b>Total Cost Center</b>	<b>0</b>	<b>0</b>	<b>447,085</b>	<b>447,085</b>	<b>100.0%</b>
<b>13133 Fire Station #3</b>					
50506 Repair and Maintenance Supplies	2,593	0	0	0	0.0%
50514 Other Operating Supplies	1,958	0	0	0	0.0%
<b>Total Cost Center</b>	<b>4,551</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13141 Fire Station #11</b>					
50831 Machinery and Equipment- Replacement Less Than \$10,000	2,832	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,832</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13147 Fire Station #17</b>					
50511 Uniforms/Wearing Apparel/ITEMS	9,617	0	0	0	0.0%
<b>Total Cost Center</b>	<b>9,617</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13148 Fire Station #18</b>					
50811 Machinery and Equipment-New Less Than \$10,000	44,454	0	0	0	0.0%
<b>Total Cost Center</b>	<b>44,454</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13149 Fire Station #22</b>					
50811 Machinery and Equipment-New Less Than \$10,000	28,371	0	0	0	0.0%
<b>Total Cost Center</b>	<b>28,371</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13150 Field Operations</b>					
50100 Full-Time Salaries and Wages - Regular	40,275,618	43,423,942	47,178,667	3,754,725	8.6%
50101 Full-Time Salaries and Wages - Overtime	3,309,848	1,979,433	1,979,433	0	0.0%
50104 Temporary Salaries and Wages - Regular	122,725	200,200	200,200	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	370	370	100.0%
50109 Vacancy Savings	0	-1,550,569	-1,636,492	-85,923	-5.5%
50110 FICA	3,187,895	3,484,685	3,791,278	306,593	8.8%
50111 Retirement VRS	5,775,784	7,177,977	7,844,149	666,172	9.3%
50112 Hospital/Medical Plans	5,636,694	6,004,275	6,168,778	164,503	2.7%
50113 Group Insurance - Life (VRS)	531,717	607,935	664,356	56,421	9.3%
50114 Unemployment Insurance	545	0	0	0	0.0%
<b>Total Cost Center</b>	<b>58,840,826</b>	<b>61,327,878</b>	<b>66,190,739</b>	<b>4,862,861</b>	<b>7.9%</b>
<b>13151 Fire Station #21</b>					
50511 Uniforms/Wearing Apparel/ITEMS	1,899	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	3,609	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	16,358	0	0	0	0.0%
<b>Total Cost Center</b>	<b>21,866</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>13153 Specialty Teams</b>					
50207 Professional Education Services	1,440	5,600	5,100	-500	-8.9%
50210 Maintenance and Repairs	13,032	22,000	19,500	-2,500	-11.4%
50213 Maintenance Service Contracts- Computers	0	5,800	0	-5,800	-100.0%
50240 Printing and Binding	0	500	0	-500	-100.0%
50270 Other Contractual Services	4,046	6,250	5,300	-950	-15.2%
50410 Postal Services	83	750	750	0	0.0%
50431 Education and Training	0	3,000	3,000	0	0.0%
50450 Dues And Association Memberships	880	1,060	1,435	375	35.4%
50501 Food Supplies and Food Service Supplies	0	250	250	0	0.0%
50503 Medical and Laboratory Supplies	0	2,500	2,500	0	0.0%
50506 Repair and Maintenance Supplies	10,341	11,000	10,500	-500	-4.5%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	16,181	32,590	37,050	4,460	13.7%
50512 Books and Subscriptions	499	1,000	750	-250	-25.0%
50514 Other Operating Supplies	18,609	12,590	17,855	5,265	41.8%
50516 Chemicals	5,313	6,000	6,000	0	0.0%
50517 Small Tools	2,798	2,300	2,300	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	4,133	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	-6,539	0	500	500	100.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	13,244	15,380	24,580	9,200	59.8%
<b>Total Cost Center</b>	<b>84,060</b>	<b>128,570</b>	<b>137,370</b>	<b>8,800</b>	<b>6.8%</b>
<b>13171 Volunteer Rescue Squads</b>					
50402 Water Service	1,714	2,300	2,300	0	0.0%
50403 Sewer Service	2,193	3,000	3,000	0	0.0%
50404 Refuse Service	636	600	600	0	0.0%
50441 Payment To Other Civic/Community Organizations	118,580	139,000	122,900	-16,100	-11.6%
50503 Medical and Laboratory Supplies	31,265	33,606	33,606	0	0.0%
50507 Gasoline	38,085	40,000	40,000	0	0.0%
<b>Total Cost Center</b>	<b>192,473</b>	<b>218,506</b>	<b>202,406</b>	<b>-16,100</b>	<b>-7.4%</b>
<b>13181 Community Assistance Resources and Education (CARE)</b>					
50240 Printing and Binding	0	0	3,000	3,000	100.0%
50501 Food Supplies and Food Service Supplies	0	0	8,800	8,800	100.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	0	1,000	1,000	100.0%
50514 Other Operating Supplies	0	0	2,600	2,600	100.0%
50630 Emergency Assistance	0	0	500	500	100.0%
<b>Total Cost Center</b>	<b>0</b>	<b>0</b>	<b>15,900</b>	<b>15,900</b>	<b>100.0%</b>

# EMERGENCY MANAGEMENT AND WORKPLACE SAFETY

## DESCRIPTION

The primary focus of the Office of Emergency Management and Workplace Safety (EMWS) is to promote a safe and prepared environment for Henrico County residents, visitors, and employees.

## OBJECTIVES

To develop and maintain a culture of safety, sustainability, and preparedness to all county residents and employees.

## BUDGET HIGHLIGHTS

The EMWS budget for FY24 totals \$1,136,068. Personnel components comprise 83% of the EMWS budget totaling \$941,996, an increase of \$48,121 or 5.4% over prior year due to compensation and benefit changes. The operating portion of the budget increased by \$28,500 due to a change in the vendor for the alerting system requiring an additional \$18,500, and the addition of \$10,000 for tuition reimbursement. The capital portion of the budget has remained the same at \$45,000, most of which covers installation and maintenance cost of emergency defibrillator devices in all county buildings. The net increase to County funding is \$76,621 or 7.2% from FY23.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 758,721	\$ 893,875	\$ 941,996	5.4%
Operation	354,789	120,572	149,072	23.6%
Capital	1,683	45,000	45,000	0.0%
<b>Total</b>	<b>\$ 1,115,193</b>	<b>\$ 1,059,447</b>	<b>\$ 1,136,068</b>	<b>7.2%</b>

Personnel Complement	8	8	8	0
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## PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Higher hazard site audits performed	3	6	12	6
Moderate to lower hazard site assessments	12	10	20	10
Instructor led (in person), courses delivered	202	450	480	30
Employee injury / illness reports reviewed	1,044	1,098	1,000	(98)
Employee injury / illness on OSHA 300 logs	913	550	600	50
DMV driver reports reviewed	171	250	200	(50)
DMV driver report deficiency notifications	59	70	60	(10)
Annual Bureau of Labor Statistics reports	6	5	6	1
GIS data and map requests	35	37	42	5
GIS event support (planned and no notice)	8	16	11	(5)
GIS dashboards	10	10	10	0
GIS Surveys	4	5	6	1
Regulatory plans reviewed (EAP and COOP)	21	19	22	3
EOC days active	20	10	10	0
Training Exercises / drills conducted	8	12	14	2
CERT hours (training and work)	1,007	1,138	908	(230)
Annual environmental spill response training	-	91	30	(61)
<b>Efficiency Measures</b>				
Environmental regulatory compliance	263	282	280	(2)
<b>Effectiveness Measures</b>				
Webnet or virtual inspector led training completed	4,492	3,466	5,000	1,534
Grant dollars used	\$ 75,522	\$ 78,513	\$ 67,504	\$ (11,009)

## DEPARTMENTAL HIGHLIGHTS

EMWS has devoted the last year to developing capacity and resiliency as fulfillment of their obligations related to regulatory compliance, good stewardship, and flexibility.

The Emergency Operations Center (EOC) is an important resource for the County as it provides the structure and environment necessary for coordinated communication and information gathering among our Public Safety partners. EMWS continues to invest in the EOC, improving the quality and functionality of the technology and physical space. In-person and virtual EOC coordination has been provided for a wide variety of incidents and events over the last year including Juneteenth, July 4<sup>th</sup>, Election 2022 and the December 2022 arctic weather system.

The public alerting system used by EMWS is changing to Everbridge in June 2023, which offers a more comprehensive reach of the community, and more flexibility related to alerting. This system gives the EOC the ability to fluidly communicate and support state and area agencies in times of crisis.

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## COMMUNITY OUTREACH AND ENGAGEMENT

This past year, EMWS increased efforts on social media and participated in events throughout the community such as Glen Allen Day, drive-up senior engagement events and other opportunities to present information throughout the community. Along with Libraries, EMWS distributed almost 100 pallets of surplus hand sanitizer to the public for personal use. EMWS expects to engage more in the community in 2023 helping citizens to understand emergency preparedness for their homes.

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## DEPARTMENT PARTNERSHIPS & TRAINING

EMWS provides safety training and support to Henrico's employees with the Workplace Safety Liaison Program, which brings together a representative from each physical work location to discuss issues and best practices related to workplace safety. This program also provides semi-annual safety exercises for all County employees, so they are familiar with and prepared for emergency situations in the workplace.

EMWS provides training for Henrico Incident Management Team (HIMT) members, helping them to fulfill their primary mission of incident response and management. This well-trained group in return is able to supplement EOC staff during activations.

EMWS oversees the Automated External Defibrillator (AED) program, installing and maintaining AEDs in County facilities. During November 2022, the Springfield Landfill staff were able to use their knowledge and training of the AED device to aid a citizen at the Springfield Landfill.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
EMERGENCY MANAGEMENT**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	437,554	661,494	696,826	35,332	5.3%
50101 Full-Time Salaries and Wages - Overtime	748	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	140,772	3,000	3,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	651	1,865	2,018	153	8.2%
50109 Vacancy Savings	0	-23,780	-24,497	-717	-3.0%
50110 FICA	43,511	50,834	53,595	2,761	5.4%
50111 Retirement VRS	64,043	109,345	115,312	5,967	5.5%
50112 Hospital/Medical Plans	65,144	81,856	85,976	4,120	5.0%
50113 Group Insurance - Life (VRS)	5,975	9,261	9,766	505	5.5%
50114 Unemployment Insurance	323	0	0	0	0.0%
50200 Medical Services	386	0	0	0	0.0%
50207 Professional Education Services	11,000	11,000	11,000	0	0.0%
50209 Other Professional Services	5,096	68,000	86,500	18,500	27.2%
50211 Maintenance Service Contracts	-74	3,000	2,000	-1,000	-33.3%
50220 Lease/Rent Of Equipment	2,216	3,260	2,500	-760	-23.3%
50221 Lease/Rent Of Buildings	92,412	0	0	0	0.0%
50240 Printing and Binding	7,685	950	950	0	0.0%
50250 Advertising	0	300	300	0	0.0%
50270 Other Contractual Services	189	1,000	250	-750	-75.0%
50310 Automotive/Motor Pool	12,179	4,500	12,000	7,500	166.7%
50410 Postal Services	70	500	200	-300	-60.0%
50412 Telecommunications	7,666	6,872	8,500	1,628	23.7%
50430 Mileage	0	250	100	-150	-60.0%
50431 Education and Training	4,584	12,662	7,000	-5,662	-44.7%
50450 Dues And Association Memberships	225	500	2,000	1,500	300.0%
50455 Tuition	0	0	10,000	10,000	100.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50459 Other Charges Miscellaneous	0	2,741	1,847	-894	-32.6%
50500 Office Supplies	2,263	2,250	1,500	-750	-33.3%
50501 Food Supplies and Food Service Supplies	9,614	1,200	1,200	0	0.0%
50503 Medical and Laboratory Supplies	198,143	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,365	687	625	-62	-9.0%
50512 Books and Subscriptions	0	400	100	-300	-75.0%
50513 Educational and Recreational Supplies	624	500	500	0	0.0%
50514 Other Operating Supplies	-1,165	0	0	0	0.0%
50521 Computer Software	311	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	45,000	45,000	0	0.0%
50841 Machinery and Equipment- Rehabilitation	1,683	0	0	0	0.0%
<b>Total Department</b>	<b>1,115,193</b>	<b>1,059,447</b>	<b>1,136,068</b>	<b>76,621</b>	<b>7.2%</b>

# SHERIFF

## DESCRIPTION

The Sheriff is a Constitutional Officer elected to serve a four-year term. The Sheriff’s Office operates two jails and provides Court Services, including court security, civil process, and transportation of inmates. Court security maintains courthouse safety by screening individuals entering the courthouse and provides security for five Circuit Court courtrooms, five General District Court courtrooms, and five Juvenile and Domestic Relations Court courtrooms, all located in the western portion of the County. Civil Process deputies serve thousands of civil papers a month to individuals inside and outside the County. Transportation is responsible for taking inmates to and from court appearances, medical appointments, and for movement between detention facilities. The Sheriff’s Office is divided into two geographically separate facilities and divided into four areas of responsibility: Jail East, Jail West, Administration, and Courts and Booking.

## OBJECTIVES

- Achieve the highest level of quality of life, safety, and health of inmates, as well as staff, through medical services, mental health programs, vocational and educational programs, staff training, and reduction of incidents of aggression within jail facilities.
- Maximize the level and quality of security for the court facilities and provide for the safety of the visiting public and court personnel working in these facilities.
- Provide timely and accurate service of civil papers.
- Maximize organizational effectiveness and integrity through the recruitment and employment of highly qualified personnel, ensure that all available internal and external training resources are utilized, and develop comprehensive professional and leadership training programs for all staff levels.
- Maintain American Correctional Association and Department of Corrections accreditation of the jail facilities, transportation, and training sections which will enhance the level and quality of services that are available to the inmates and the public.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<u>Description</u>	<u>FY22 Actual</u>	<u>FY23 Original</u>	<u>FY24 Proposed</u>	<u>Change 23 to 24</u>
Personnel	\$ 33,550,774	\$ 33,896,564	\$ 35,922,496	6.0%
Operation	15,762,003	13,505,794	14,981,868	10.9%
Capital	99,244	16,200	16,200	0.0%
Total	<u>\$ 49,412,021</u>	<u>\$ 47,418,558</u>	<u>\$ 50,920,564</u>	<u>7.4%</u>
Personnel Complement	397	397	399*	0

\* Includes the addition of two Peer Recovery Specialist positions, funded through the Opioid Abatement Settlement Fund.

**PERFORMANCE MEASURES**

	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Change 23 to 24</b>
<b>Workload Measures</b>				
Number of Civil Papers Served	89,124	132,000	132,000	0
Average Daily Inmate Population	1,037	1,200	1,300	100
Number of Committals to Jail	11,796	12,500	13,000	500
Work Release Participants (Monthly Avg)	27	60	65	5
GPS Bond (Monthly Avg)	189	200	220	20
Home Incarceration (Monthly Avg)	7	20	25	5
Average Number of State Inmates	335	360	390	30

**OBJECTIVES (CONTINUED)**

- Sustain a collaborative relationship with other criminal justice agencies and other units of federal, state, and local government.
- Maintain current PREA certification which is achieved by meeting or exceeding the standards set by the Prison Rape Elimination Act 2003 (Public Law No. 108-79). The Henrico Sheriff’s Office has a zero-tolerance policy for offender-on-offender sexual assault, abuse, sexual misconduct, or harassment. The agency strives to provide a safe environment where offenders are free from assaults and sexual misconduct, and makes every effort to detect, prevent, reduce, and punish sexual abuse, assault, harassment, and misconduct.
- Maintain the level of educational and vocational training programs in concert with mental health programs and services to the inmate population which improves their reintegration into society with an increased sense of self-worth, and marketable skills to lead productive and law-abiding lives.

**BUDGET HIGHLIGHTS**

The Sheriff’s Office budget for FY24 totals \$50,920,564, which represents an overall increase of \$3,502,006 or 7.4% compared to the FY23 approved budget. The personnel portion increased \$2,025,932 or 6.0% and includes increases for rising employee salary, health care, and benefit costs. Two Peer Recovery Specialist positions were added to the department’s personnel complement, funded through the Opioid Abatement Settlement. The operating budget increased by \$1,476,074 or 10.9%, which reflects a change in the County’s current contract for food and food services for inmates. The department’s previous contract will expire in March of 2023 and will not be renewed.

**DEPARTMENTAL HIGHLIGHTS**

The Sheriff’s Office operates two separate jail facilities. Henrico County Regional Jail West, located in the western portion of the county, opened in 1980 and expanded in 1996. This maximum-security facility has a capacity of 521 inmates, housing both male and female inmates. The Sheriff and administrative staff are also at this location.

Henrico County Regional Jail East, located in New Kent County, was built in 1996 as a regional cooperation effort between Goochland, Henrico, and New Kent counties. The jail is operated by the Henrico County Sheriff’s Office

## *Sheriff*

and has a capacity of 526 inmates. It houses male and female inmates in a barrier free environment between deputies and inmates. New Kent and Goochland counties reimburse Henrico County for the number of prisoner days used by their inmates each month. The jails also house State prisoners, typically serving sentences of less than one year. The State reimburses Henrico County for inmates held on their behalf, although the reimbursement does not capture the full cost of incarceration.

Jail Security staff maintain the safety and order in the facilities and move inmates throughout the facilities. Jail Services staff provide programs and services to the inmate population including recreation, mental health services, visitation, substance abuse services, and educational opportunities.

The focus of the Henrico County Sheriff's Office is the security of jail facilities and the level of services and programs offered to the inmate population. In addition to the GED certification, vocational classes in Automotive Technology, Computer Programming, and Cosmetology are offered to inmates with the assistance of Henrico County Public Schools to help their chances of gaining employment once they are released. Funding of \$805,000 is included in the budget for these courses. These services were suspended in early 2020 to maintain the life, health, and safety of inmates and staff due to COVID-19.

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## STUDENT BASIC JAILOR ACADEMY

The Sheriff's Office graduated the first student basic jailor academy in the summer of 2011. The academy trains students from Virginia Commonwealth University and Virginia Union University as Correctional Deputies. This program also awards students who complete the academy with college credit. After students complete the academy and are certified as Correctional Deputies they are used as Correctional Officers to reduce the need for deputies to work overtime, which reduces costs. The ninth student basic jailor academy, which had a total of 23 students enrolled, was completed in August 2019. This was presented at no cost to the enrolled students. Due to COVID the 2020 Student Academy was suspended. The last three academies have produced a total of 40 full-time deputies and 31 part-time correctional deputies.

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## COST SAVINGS INITIATIVES

The Sheriff executed two contracts in FY21 that are anticipated to reduce costs. The first, executed on August 13, 2020, is with a qualified vendor to provide a comprehensive and fully integrated system within the Henrico County Jail System that includes a Jail Management System, an inmate Telephone System, inmate Commissary Services, and an inmate Trust Accounting System. These systems include integrated networked kiosks, staff and inmate handheld electronic devices, and an inmate email system. The Sheriff's Office expects to reduce direct labor hours through the automation of current manual tasks such as intake, release, and depositing inmate funds. To date four of the seven items for the fully integrated Jail System have been delivered.

The second contract, executed on July 8, 2020, is with a qualified vendor to provide third party administrator inmate medical services for the Henrico County Jail System. The Sheriff's Office expects to reduce claims costs through increased utilization of Medicaid coverage as vendor management of this function was included in the contract. Since July 2021, 213 claims have been processed for inmate hospitalization and 370 inmates have been assisted in applying for benefits. No claim is paid until it has been verified that the individual has been admitted to the hospital and a Medicaid application has or will be processed. In addition to the cost savings experienced by the County, upon release from custody the inmate will have Medicaid access, which assists their transition back into the community.

## Sheriff

The Sheriff's Office has also begun more diversion efforts to decrease the inmate population, which will also result in cost savings. This includes home incarceration and GPS monitoring. These diversion efforts come with the assistance of Henrico County Judges and the Commonwealth's Attorney's Office. This includes the introduction of the Community Work Force Program in 2020 and the SmartLINK monitoring program in 2021. The introduction of the SmartLINK monitoring program decreased the cost for monitoring certain individuals from \$3.45 per client per day down to \$0.75 per client per day, resulting in cost savings. In addition, the existing monitoring programs saw an increase in the number of participants from 754 clients in 2020 up to 792 clients in 2022. The Non-consecutive Reporting and Community Work Force Programs have increased from 957 participants in 2021 to 1040 participants in 2022. Increases in these alternative sentencing programs have had direct results in decreasing the general inmate population.

The canteen service offers inmates' families and friends an opportunity to purchase packs containing a variety of items year-round. In FY22, a total of \$306,304 in revenue was generated from the sales of secure packs a 15% decrease from FY21. Commissary Fund proceeds primarily fund canteen services but are also used for approved operating costs.

Bondsmen and the public are now able to access basic inmate information via the internet. This saves manpower hours for questions related to jail inmate information. The site can be found at the following address: <http://www.henricosheriff.org/search/>.

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## STATE COMPENSATION BOARD

The State Compensation Board reimbursement is for salaries and benefits as well as a per diem rate for State responsible inmates only. In FY22, the actual overall percentage of jail operating costs (including personnel) paid by the State was 31.8%, 62.6% was paid by the County, and the remaining 5.6% was paid with various other departmental revenues. In the FY24 budget, it is estimated that the Henrico County Sheriff's Office will receive 35.3% of funding from the State while the County will contribute 59.1% of funding the remaining 5.5% will be funded with departmental revenues.

The chart on the right shows the growth of the average daily inmate population and the number of State responsible inmates in the County's

Fiscal Year	Cost Per Inmate - County Share	Cost Per Inmate - State Share	Cost Per Inmate Total
FY13	\$19,913	\$10,935	\$30,848
FY14	\$20,618	\$11,750	\$32,368
FY15	\$20,779	\$11,230	\$32,009
FY16	\$20,516	\$12,320	\$32,836
FY17	\$20,827	\$11,158	\$31,985
FY18	\$20,186	\$10,892	\$31,078
FY19	\$20,478	\$11,012	\$31,490
FY20	\$23,965	\$10,508	\$34,473
FY21	\$25,081	\$13,637	\$38,719
FY22	\$32,506	\$15,143	\$47,649

jail over a ten-year period. State responsible inmates are any inmate that has been sentenced on all Henrico charges to felony time of greater than one year. The State reimburses a portion for these inmates in specific situations.

In FY13, the average daily population totaled 1,183, with 861 local inmates and 322 State responsible inmates. In FY22, the average daily population totaled 1,037 with 702 local inmates and 335 State responsible inmates.

Fiscal Year	Avg. Inmate Pop.	State Resp. Inmates	State % of Total Inmates
FY13	1,183	322	27%
FY14	1,175	300	26%
FY15	1,221	307	25%
FY16	1,177	334	28%
FY17	1,350	464	34%
FY18	1,436	424	30%
FY19	1,403	447	32%
FY20	1,337	515	39%
FY21	1,178	534	45%
FY22	1,037	335	32%
FY23*	1,200	360	30%
FY24*	1,300	390	30%

\*Forecast Estimates

### *Sheriff*

The chart above depicts the cost per inmate for the County and State as well as the overall cost per inmate over a ten-year period. These totals include both personnel and operating costs. In FY13 when the State Responsible inmates comprised 27% of the jail population the State contributed 35.4% of the cost per inmate. By FY22 the state contribution dropped to only 31.7% of the cost per inmate but the number of state responsible inmates increased to 32% of the jail population resulting in a significant cost shifted to Henrico County residents. Increases in the average cost per inmate can be attributed to increases in Sheriff overtime and inmate medical expenses.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
SHERIFF**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	18,484,612	22,839,434	24,291,397	1,451,963	6.4%
50101 Full-Time Salaries and Wages - Overtime	6,083,172	1,566,117	1,566,117	0	0.0%
50104 Temporary Salaries and Wages - Regular	1,072,461	269,704	269,704	0	0.0%
50105 Temporary Salaries and Wages - Overtime	-566	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	9,473	14,952	9,026	-5,926	-39.6%
50109 Vacancy Savings	0	-819,805	-853,845	-34,040	-4.2%
50110 FICA	1,881,116	1,876,361	2,005,100	128,739	6.9%
50111 Retirement VRS	2,647,737	3,773,212	4,027,344	254,132	6.7%
50112 Hospital/Medical Plans	3,119,973	4,056,988	4,266,559	209,571	5.2%
50113 Group Insurance - Life (VRS)	243,198	319,601	341,094	21,493	6.7%
50114 Unemployment Insurance	9,598	0	0	0	0.0%
50200 Medical Services	9,325,328	6,615,190	6,610,000	-5,190	-0.1%
50202 Accounting And Auditing Services	13,497	12,000	15,000	3,000	25.0%
50207 Professional Education Services	874,985	805,000	899,812	94,812	11.8%
50209 Other Professional Services	116,486	81,170	124,000	42,830	52.8%
50210 Maintenance and Repairs	38,992	68,000	72,100	4,100	6.0%
50211 Maintenance Service Contracts	60,272	55,700	84,000	28,300	50.8%
50212 Vehicle Repair	21,000	15,000	22,000	7,000	46.7%
50213 Maintenance Service Contracts-Computers	75,633	75,000	83,080	8,080	10.8%
50220 Lease/Rent Of Equipment	247,567	350,500	257,000	-93,500	-26.7%
50240 Printing and Binding	7,303	7,000	10,000	3,000	42.9%
50250 Advertising	3,241	0	33,000	33,000	100.0%
50260 Laundry and Dry Cleaning	0	1,500	2,000	500	33.3%
50270 Other Contractual Services	2,134,055	2,435,500	3,676,074	1,240,574	50.9%
50280 Janitorial	202	0	1,000	1,000	100.0%
50286 Weed and Pest Control	7,735	5,900	10,000	4,100	69.5%



Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50290	Purchase of Services from Other Governments	3,833	0	4,000	4,000	100.0%
50310	Automotive/Motor Pool	359,870	376,447	371,000	-5,447	-1.4%
50400	Electric Services	745,435	818,000	740,000	-78,000	-9.5%
50401	Heating Services	318,035	311,000	336,000	25,000	8.0%
50402	Water Service	559,840	542,500	547,000	4,500	0.8%
50403	Sewer Service	143,222	159,000	127,000	-32,000	-20.1%
50404	Refuse Service	29,534	42,000	36,000	-6,000	-14.3%
50410	Postal Services	32,656	30,000	34,000	4,000	13.3%
50412	Telecommunications	116,484	147,600	132,000	-15,600	-10.6%
50431	Education and Training	20,502	0	27,100	27,100	100.0%
50432	Travel ( Extradition Of Prisoners )	445	1,220	3,000	1,780	145.9%
50442	Payments To Other Local Governments	0	25,000	0	-25,000	-100.0%
50450	Dues And Association Memberships	4,397	1,020	7,000	5,980	586.3%
50453	Freight Charges	418	150	0	-150	-100.0%
50455	Tuition	5,760	0	20,000	20,000	100.0%
50459	Other Charges Miscellaneous	15,935	0	43,402	43,402	100.0%
50500	Office Supplies	46,101	41,500	54,000	12,500	30.1%
50501	Food Supplies and Food Service Supplies	614	1,000	1,000	0	0.0%
50503	Medical and Laboratory Supplies	240,573	187,874	251,000	63,126	33.6%
50504	Laundry, Housekeeping, and Janitorial Supplies	82,347	75,000	85,000	10,000	13.3%
50506	Repair and Maintenance Supplies	1,373	2,000	4,300	2,300	115.0%
50507	Gasoline	7,195	3,500	8,000	4,500	128.6%
50509	Vehicle and Powered Equipment Supplies	1,415	1,500	3,000	1,500	100.0%
50510	Police And Fire Supplies/ITEMS	140,140	85,023	69,000	-16,023	-18.8%
50511	Uniforms/Wearing Apparel/ITEMS	101,773	100,000	115,000	15,000	15.0%
50512	Books and Subscriptions	0	0	1,000	1,000	100.0%
50514	Other Operating Supplies	13,600	17,000	20,000	3,000	17.6%
50521	Computer Software	6,543	10,000	44,000	34,000	340.0%
50801	Machinery and Equipment-New \$10,000 and Over	77,778	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50812 Furniture and Fixtures-New Less Than \$10,000	5,065	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	610	200	200	0	0.0%
50814 Motor Vehicles and Equipment-New Less Than \$10,000	0	4,000	4,000	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	740	12,000	12,000	0	0.0%
50821 Machinery and Equipment-Replacement \$10,000 and Over	11,991	0	0	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	399	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	-50	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	2,711	0	0	0	0.0%
50913 Payroll Offset for Inter-Departmental Services Rendered	-162,333	0	0	0	0.0%
<b>Total Department</b>	<b>49,412,021</b>	<b>47,418,558</b>	<b>50,920,564</b>	<b>3,502,006</b>	<b>7.4%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
SHERIFF**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>03002 Investigations</b>					
50200 Medical Services	756	1,000	1,000	0	0.0%
50220 Lease/Rent Of Equipment	221,586	330,000	230,000	-100,000	-30.3%
50453 Freight Charges	418	0	0	0	0.0%
50459 Other Charges Miscellaneous	126	0	0	0	0.0%
50503 Medical and Laboratory Supplies	5,970	9,874	9,000	-874	-8.9%
50510 Police And Fire Supplies/ITEMS	7,657	0	8,000	8,000	100.0%
<b>Total Cost Center</b>	<b>236,513</b>	<b>340,874</b>	<b>248,000</b>	<b>-92,874</b>	<b>-27.2%</b>
<b>03005 Administration</b>					
50200 Medical Services	9,316,621	6,597,000	6,597,000	0	0.0%
50202 Accounting And Auditing Services	13,497	12,000	15,000	3,000	25.0%
50207 Professional Education Services	874,985	805,000	899,812	94,812	11.8%
50209 Other Professional Services	103,628	60,000	107,000	47,000	78.3%
50210 Maintenance and Repairs	160	0	2,000	2,000	100.0%
50211 Maintenance Service Contracts	34,183	55,700	56,000	300	0.5%
50220 Lease/Rent Of Equipment	25,981	20,500	27,000	6,500	31.7%
50250 Advertising	3,241	0	23,000	23,000	100.0%
50270 Other Contractual Services	2,134,055	2,435,500	3,676,074	1,240,574	50.9%
50286 Weed and Pest Control	6,162	3,900	7,000	3,100	79.5%
50310 Automotive/Motor Pool	359,870	376,447	371,000	-5,447	-1.4%
50400 Electric Services	247,792	265,000	240,000	-25,000	-9.4%
50401 Heating Services	150,036	115,000	160,000	45,000	39.1%
50402 Water Service	142,687	157,500	126,000	-31,500	-20.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50403 Sewer Service	143,222	159,000	127,000	-32,000	-20.1%
50410 Postal Services	32,549	30,000	34,000	4,000	13.3%
50412 Telecommunications	81,807	93,600	90,000	-3,600	-3.8%
50431 Education and Training	13,850	0	15,000	15,000	100.0%
50432 Travel ( Extradition Of Prisoners )	385	1,220	3,000	1,780	145.9%
50442 Payments To Other Local Governments	0	25,000	0	-25,000	-100.0%
50450 Dues And Association Memberships	4,397	1,020	7,000	5,980	586.3%
50453 Freight Charges	0	150	0	-150	-100.0%
50455 Tuition	5,760	0	20,000	20,000	100.0%
50459 Other Charges Miscellaneous	15,729	0	43,402	43,402	100.0%
50500 Office Supplies	9,886	0	11,000	11,000	100.0%
50501 Food Supplies and Food Service Supplies	614	1,000	1,000	0	0.0%
50503 Medical and Laboratory Supplies	161,125	160,000	166,000	6,000	3.8%
50504 Laundry, Housekeeping, and Janitorial Supplies	66	0	0	0	0.0%
50506 Repair and Maintenance Supplies	639	0	2,000	2,000	100.0%
50507 Gasoline	109	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	84,872	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	6,925	0	0	0	0.0%
50512 Books and Subscriptions	0	0	1,000	1,000	100.0%
50514 Other Operating Supplies	9,624	8,000	12,000	4,000	50.0%
50521 Computer Software	3,804	10,000	44,000	34,000	340.0%
50801 Machinery and Equipment-New \$10,000 and Over	77,778	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	5,065	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	610	200	200	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	740	12,000	12,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50832 Furniture and Fixtures-Replacement Less Than \$10,000	-50	0	0	0	0.0%
<b>Total Cost Center</b>	<b>14,072,404</b>	<b>11,404,737</b>	<b>12,895,488</b>	<b>1,490,751</b>	<b>13.1%</b>
<b>03006 Jail West Personnel</b>					
50100 Full-Time Salaries and Wages - Regular	12,636,770	15,477,991	16,427,297	949,306	6.1%
50101 Full-Time Salaries and Wages - Overtime	4,103,600	1,016,117	1,016,117	0	0.0%
50104 Temporary Salaries and Wages - Regular	1,072,461	269,704	269,704	0	0.0%
50105 Temporary Salaries and Wages - Overtime	-566	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	8,612	13,795	7,986	-5,809	-42.1%
50109 Vacancy Savings	0	-555,173	-577,298	-22,125	-4.0%
50110 FICA	1,307,251	1,271,136	1,359,359	88,223	6.9%
50111 Retirement VRS	1,803,233	2,556,365	2,722,951	166,586	6.5%
50112 Hospital/Medical Plans	2,088,937	2,706,364	2,837,208	130,844	4.8%
50113 Group Insurance - Life (VRS)	165,945	216,541	230,619	14,078	6.5%
50114 Unemployment Insurance	9,521	0	0	0	0.0%
50913 Payroll Offset for Inter-Departmental Services Rendered	-162,333	0	0	0	0.0%
<b>Total Cost Center</b>	<b>23,033,431</b>	<b>22,972,840</b>	<b>24,293,943</b>	<b>1,321,103</b>	<b>5.8%</b>
<b>03101 Booking</b>					
50210 Maintenance and Repairs	150	0	0	0	0.0%
50510 Police And Fire Supplies/ITEMS	48	0	0	0	0.0%
50514 Other Operating Supplies	985	0	2,000	2,000	100.0%
<b>Total Cost Center</b>	<b>1,183</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>100.0%</b>
<b>03103 Jail West Maintenance &amp; Programs</b>					
50209 Other Professional Services	3,265	0	4,000	4,000	100.0%
50210 Maintenance and Repairs	9,281	38,000	40,100	2,100	5.5%
50211 Maintenance Service Contracts	1,902	0	2,000	2,000	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50404 Refuse Service	21,631	24,000	24,000	0	0.0%
50506 Repair and Maintenance Supplies	0	2,000	1,300	-700	-35.0%
50514 Other Operating Supplies	0	1,000	1,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	399	0	0	0	0.0%
<b>Total Cost Center</b>	<b>36,478</b>	<b>65,000</b>	<b>72,400</b>	<b>7,400</b>	<b>11.4%</b>
<b>03105 Transportation</b>					
50212 Vehicle Repair	21,000	15,000	22,000	7,000	46.7%
50814 Motor Vehicles and Equipment-New Less Than \$10,000	0	4,000	4,000	0	0.0%
<b>Total Cost Center</b>	<b>21,000</b>	<b>19,000</b>	<b>26,000</b>	<b>7,000</b>	<b>36.8%</b>
<b>03106 Jail West Library</b>					
50209 Other Professional Services	149	0	0	0	0.0%
<b>Total Cost Center</b>	<b>149</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>03201 Computer Operations</b>					
50213 Maintenance Service Contracts- Computers	74,833	75,000	82,080	7,080	9.4%
<b>Total Cost Center</b>	<b>74,833</b>	<b>75,000</b>	<b>82,080</b>	<b>7,080</b>	<b>9.4%</b>
<b>03202 Circuit/General Courts</b>					
50211 Maintenance Service Contracts	14,525	0	16,000	16,000	100.0%
<b>Total Cost Center</b>	<b>14,525</b>	<b>0</b>	<b>16,000</b>	<b>16,000</b>	<b>100.0%</b>
<b>03203 Civil Process</b>					
50510 Police And Fire Supplies/ITEMS	192	0	0	0	0.0%
50514 Other Operating Supplies	352	0	0	0	0.0%
<b>Total Cost Center</b>	<b>544</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>03205 Personnel</b>					
50200 Medical Services	7,951	12,000	12,000	0	0.0%
50209 Other Professional Services	3,341	20,000	6,000	-14,000	-70.0%
50514 Other Operating Supplies	0	7,000	0	-7,000	-100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>11,292</b>	<b>39,000</b>	<b>18,000</b>	<b>-21,000</b>	<b>-53.8%</b>
<b>03207 Uniforms &amp; Property</b>					
50240 Printing and Binding	6,097	5,000	7,000	2,000	40.0%
50260 Laundry and Dry Cleaning	0	1,500	2,000	500	33.3%
50459 Other Charges Miscellaneous	80	0	0	0	0.0%
50500 Office Supplies	29,045	35,000	35,000	0	0.0%
50510 Police And Fire Supplies/ITEMS	24,382	60,000	37,000	-23,000	-38.3%
50511 Uniforms/Wearing Apparel/ITEMS	94,848	100,000	115,000	15,000	15.0%
<b>Total Cost Center</b>	<b>154,452</b>	<b>201,500</b>	<b>196,000</b>	<b>-5,500</b>	<b>-2.7%</b>
<b>03208 Warehouse</b>					
50280 Janitorial	202	0	1,000	1,000	100.0%
50503 Medical and Laboratory Supplies	73,478	18,000	76,000	58,000	322.2%
50504 Laundry, Housekeeping, and Janitorial Supplies	82,281	75,000	85,000	10,000	13.3%
<b>Total Cost Center</b>	<b>155,961</b>	<b>93,000</b>	<b>162,000</b>	<b>69,000</b>	<b>74.2%</b>
<b>03209 Training</b>					
50200 Medical Services	0	5,190	0	-5,190	-100.0%
50209 Other Professional Services	6,103	1,170	7,000	5,830	498.3%
50213 Maintenance Service Contracts-Computers	800	0	1,000	1,000	100.0%
50250 Advertising	0	0	10,000	10,000	100.0%
50290 Purchase of Services from Other Governments	3,833	0	4,000	4,000	100.0%
50431 Education and Training	6,652	0	12,100	12,100	100.0%
50510 Police And Fire Supplies/ITEMS	22,989	25,023	24,000	-1,023	-4.1%
50514 Other Operating Supplies	2,307	1,000	4,000	3,000	300.0%
<b>Total Cost Center</b>	<b>42,684</b>	<b>32,383</b>	<b>62,100</b>	<b>29,717</b>	<b>91.8%</b>
<b>03301 Jail East Maintenance &amp; Programs</b>					
50210 Maintenance and Repairs	29,401	30,000	30,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50211 Maintenance Service Contracts	9,662	0	10,000	10,000	100.0%
50240 Printing and Binding	1,206	2,000	3,000	1,000	50.0%
50286 Weed and Pest Control	1,573	2,000	3,000	1,000	50.0%
50400 Electric Services	497,643	553,000	500,000	-53,000	-9.6%
50401 Heating Services	167,999	196,000	176,000	-20,000	-10.2%
50402 Water Service	417,153	385,000	421,000	36,000	9.4%
50404 Refuse Service	7,903	18,000	12,000	-6,000	-33.3%
50410 Postal Services	107	0	0	0	0.0%
50412 Telecommunications	34,677	54,000	42,000	-12,000	-22.2%
50500 Office Supplies	7,170	6,500	8,000	1,500	23.1%
50506 Repair and Maintenance Supplies	734	0	1,000	1,000	100.0%
50507 Gasoline	7,046	3,500	8,000	4,500	128.6%
50509 Vehicle and Powered Equipment Supplies	1,415	1,500	3,000	1,500	100.0%
50514 Other Operating Supplies	332	0	1,000	1,000	100.0%
50521 Computer Software	2,739	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	11,991	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	2,711	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,201,462</b>	<b>1,251,500</b>	<b>1,218,000</b>	<b>-33,500</b>	<b>-2.7%</b>
<b>03302 Jail East Security</b>					
50432 Travel ( Extradition Of Prisoners )	60	0	0	0	0.0%
50507 Gasoline	40	0	0	0	0.0%
<b>Total Cost Center</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>03303 Jail East Personnel</b>					
50100 Full-Time Salaries and Wages - Regular	5,847,842	7,361,443	7,864,100	502,657	6.8%
50101 Full-Time Salaries and Wages - Overtime	1,979,572	550,000	550,000	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	861	1,157	1,040	-117	-10.1%
50109 Vacancy Savings	0	-264,632	-276,547	-11,915	-4.5%
50110 FICA	573,865	605,225	645,741	40,516	6.7%
50111 Retirement VRS	844,504	1,216,847	1,304,393	87,546	7.2%
50112 Hospital/Medical Plans	1,031,036	1,350,624	1,429,351	78,727	5.8%
50113 Group Insurance - Life (VRS)	77,253	103,060	110,475	7,415	7.2%
50114 Unemployment Insurance	77	0	0	0	0.0%
<b>Total Cost Center</b>	<b>10,355,010</b>	<b>10,923,724</b>	<b>11,628,553</b>	<b>704,829</b>	<b>6.5%</b>

# JUVENILE DETENTION HOME

## DESCRIPTION

Juvenile Detention incarcerates youth who are awaiting court action for committing criminal offenses. Additionally, some youth may be sentenced for up to 30 days after having been found guilty of an offense. This group includes criminal offenders, children in need of supervision including truancy, and certain traffic offenders. The facility averaged 11 youth per day in FY22. Children are offered programs in education, recreation, and optional religious services while they are detained. They also receive psychological screening/evaluation and follow-up as indicated.

## OBJECTIVES

- To provide safe care for the youth placed under the supervision of the home.
- To retain certification and licensing through the State Interdepartmental Regulation of Residential Services and the State Department of Juvenile Justice every three years.
- To administer an identifiable, assessable program of detention.
- To provide on-going staff training and organization development programs.
- To provide, in conjunction with the Henrico County Public Schools, an education program that conforms to the Educational Standards for Residential Care Facilities of the Virginia Department of Education.
- To work within interagency agreements and contracts which include Police, Fire, Sheriff, Courts and Mental Health.

## BUDGET HIGHLIGHTS

The Juvenile Detention Home provides protection, safe care, and basic needs and services to juveniles placed in the facility by the courts through statutory regulation. All aspects of service levels in the Detention Home are mandated by the State and will remain unchanged in the upcoming fiscal year. Operational procedures, programs, professional

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 2,383,006	\$ 2,579,619	\$ 2,761,337	7.0%
Operation	141,295	147,865	178,365	20.6%
Capital	3,895	0	0	0.0%
Total	<u>2,528,196</u>	<u>2,727,484</u>	<u>2,939,702</u>	<u>7.8%</u>
Personnel Complement	31	31	31	0

PERFORMANCE MEASURES

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Admissions	461	386	386	0
Secure Detention Days	4,059	3,807	3,807	0
Average Daily Population	11	10	10	0
Average Length of Stay, Days	7	7	7	0

BUDGET HIGHLIGHTS

services, and support services are all to stay in compliance with State mandated regulations for licensure. In addition, staff will be provided with ongoing training and development. The personnel complement includes two full-time Mental Health Clinicians who provide mental health assessments and court ordered evaluations for the Detention Home. In addition to the 31 positions in the agency’s personnel complement, five full-time teachers from Henrico County Public Schools are currently assigned to the agency for an eleven-month educational program along with two teachers that are shared with James River Juvenile Detention Center. These positions are funded by the Virginia Department of Education and their associated costs are included in the Education budget.

The Juvenile Detention Home’s budget for FY24 is \$2,939,702. This amount represents an increase of \$212,218 or 7.8%, from the FY23 approved budget. This includes a \$181,718, or 7.0% increase to the department’s personnel component which accounts for rising employee salary, healthcare, and benefit costs. The department’s operating component increased by \$30,500, or 20.6% to account for rising food and food services costs, sanitation costs, and a federally mandated PREA audit. State aid for the Juvenile Detention Home in the FY24 budget is estimated to total \$700,000, which accounts for the Juvenile Detention Home’s block grant.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
JUVENILE DETENTION HOME**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,512,077	1,705,376	1,835,896	130,520	7.7%
50101 Full-Time Salaries and Wages - Overtime	25,928	11,458	11,458	0	0.0%
50102 Part-Time Salaries and Wages- Regular	25,338	26,552	26,618	66	0.2%
50104 Temporary Salaries and Wages - Regular	160,734	130,998	130,998	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,992	3,127	3,637	510	16.3%
50109 Vacancy Savings	0	-64,248	-64,555	-307	-0.5%
50110 FICA	124,712	143,390	153,850	10,460	7.3%
50111 Retirement VRS	221,807	281,899	304,489	22,590	8.0%
50112 Hospital/Medical Plans	288,444	317,192	333,157	15,965	5.0%
50113 Group Insurance - Life (VRS)	20,592	23,875	25,789	1,914	8.0%
50114 Unemployment Insurance	382	0	0	0	0.0%
50200 Medical Services	3,541	6,376	6,317	-59	-0.9%
50209 Other Professional Services	17,460	18,080	18,300	220	1.2%
50210 Maintenance and Repairs	878	2,000	2,000	0	0.0%
50211 Maintenance Service Contracts	9,361	9,614	9,820	206	2.1%
50220 Lease/Rent Of Equipment	2,337	2,337	2,337	0	0.0%
50230 Temporary Help Service Fees	7,961	0	0	0	0.0%
50240 Printing and Binding	107	600	600	0	0.0%
50260 Laundry and Dry Cleaning	0	1,250	1,250	0	0.0%
50263 Transportation Services - Contract	4,952	9,349	9,000	-349	-3.7%
50290 Purchase of Services from Other Governments	1,453	3,810	8,310	4,500	118.1%
50310 Automotive/Motor Pool	3,027	2,772	2,772	0	0.0%
50410 Postal Services	106	322	322	0	0.0%
50412 Telecommunications	8,675	9,000	9,000	0	0.0%
50431 Education and Training	2,876	3,418	3,400	-18	-0.5%
50450 Dues And Association Memberships	300	400	400	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50455 Tuition	0	1,000	1,000	0	0.0%
50500 Office Supplies	4,592	3,500	3,500	0	0.0%
50501 Food Supplies and Food Service Supplies	57,379	51,437	74,937	23,500	45.7%
50503 Medical and Laboratory Supplies	1,649	5,000	5,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	6,504	8,000	10,500	2,500	31.3%
50505 Linen Supplies	137	500	500	0	0.0%
50506 Repair and Maintenance Supplies	0	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	6,433	6,000	6,000	0	0.0%
50513 Educational and Recreational Supplies	567	2,000	2,000	0	0.0%
50514 Other Operating Supplies	1,000	1,000	1,000	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	3,695	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	200	0	0	0	0.0%
<b>Total Department</b>	<b>2,528,196</b>	<b>2,727,484</b>	<b>2,939,702</b>	<b>212,218</b>	<b>7.8%</b>

# BUILDING INSPECTIONS

## DESCRIPTION

The Code of Virginia requires all local governments to enforce the Virginia Uniform Statewide Building Code (USBC). The Department of Building Construction and Inspections fulfills this role for Henrico County by reviewing and inspecting the structural, mechanical, electrical, and plumbing systems of buildings and structures in Henrico County to ensure the safety, health, and welfare of the County’s citizens. The reviews and inspections are based on criteria that are consistent with nationally recognized codes and standards at reasonable cost levels.

The Department also enforces the maintenance and unsafe provisions of the USBC and the Drug Blight, Bawdy Places, and Derelict Buildings ordinances to further the objectives of the County's Community Maintenance Program. In addition, the Department administers the graffiti ordinance to remove graffiti in the County.

## OBJECTIVES

- To ensure the public health, safety, and welfare affected by the design and construction of buildings and structures in Henrico County.
- To ensure the quality of inspections by field staff through education and certification to State standards.
- To provide services that equal customer expectations for professionalism and accountability.
- To establish policies and procedures that are consistent, practical, workable, and enforceable.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 4,549,437	\$ 5,170,158	\$ 5,486,629	6.1%
Operation	295,584	405,920	410,728	1.2%
Capital	1,017	300	300	0.0%
Sub-Total	\$ 4,846,038	\$ 5,576,378	\$ 5,897,657	5.8%
Interdepartmental Billings	(130,213)	(156,158)	(156,158)	0.0%
Total Budget	\$ 4,715,825	\$ 5,420,220	\$ 5,741,499	5.9%
Personnel Complement	58	58	58	0

*Building Inspections*

**PERFORMANCE MEASURES**

<b>Performance Measures</b>				
	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Change 23 to 24</b>
<b>Workload Measures</b>				
Building Inspections	24,258	25,000	25,000	0
Electrical Inspections	14,939	15,000	15,000	0
Mechanical Inspections	9,189	10,000	10,000	0
Plumbing Inspections	12,631	13,000	13,000	0
Fire Protection Inspections	3,539	3,500	3,500	0
Elevator Inspections	248	200	200	0
Sign Inspections	685	500	500	0
<b>Total Inspections</b>	<b>65,489</b>	<b>67,200</b>	<b>67,200</b>	<b>0</b>
Total Permits Issued	16,590	15,000	15,000	0
Single Family Permits Issued	707	700	700	0
Total New Construction Inspections	65,489	70,000	70,000	0
Existing Structure Inspections	6,062	6,000	6,000	0
FOG Inspections	98	100	100	0
<b>Efficiency Measures</b>				
Residential Inspections/Inspector/Day	14	15	16	1
Mech./Plumbing Inspections/Inspector/Day	16	18	20	2
Electrical Inspections/Inspector/Day	15	16	17	1
Fire Protection Inspections/Inspector/Day	6	6	7	1
Commercial Inspections/Inspector/Day	10	10	11	1
Avg. # of Inspections/Single Family w/ Fire Spklrs	35	35	35	0
Avg. # of Inspections/Single Family Dwelling No Fire Spklrs	40	40	40	0

**BUDGET HIGHLIGHTS**

The Department of Building Construction and Inspections budget is divided into two sections: Building Inspections and Community Maintenance.

The total FY24 proposed budget is \$5,741,499 representing an increase of \$321,279, or 5.9%, when compared to the FY23 approved budget.

The Building Inspections section is responsible for assuring that structural stability, fire safety, and electrical safety is provided in newly constructed buildings throughout the County through compliance with nationally recognized building codes and standards. This section also inspects structures for compliance with accessibility, sanitation, light and ventilation, and energy and water conservation standards as referenced in the building code.

The Building Inspections section’s budget for FY24 totals \$5,193,015. This reflects a total increase of \$293,321. The personnel budget reflects an increase of \$289,109. The operating budget has increased by \$4,212. Capital outlay remains flat for FY24.

The Community Maintenance Division within the Building Inspections Department is responsible for resolving violations of the building code and graffiti ordinance for existing structures. This Division’s budget totals \$548,484,

### *Building Inspections*

which is an increase of \$27,958 when compared to the prior fiscal year. The increase is entirely reflected in the personnel component as operating expenses match funding in the prior fiscal year.

Also included in the Community Maintenance Division are the costs for two positions that are part of an initiative to ensure that restaurants have the proper equipment to prevent oil and grease from entering the sewer system. The ongoing cost for these two positions total \$156,158. The entirety of this cost will be reimbursed by the Department of Public Utilities. As such, an interdepartmental billing account has been budgeted to reflect the reimbursement of these ongoing costs.

The Community Maintenance Division will continue to work closely with the Department of Community Revitalization, as they also provide community maintenance services. Community Revitalization's services include those related to identifying the needs of established communities and aiding improving the properties in these areas.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
BUILDING INSPECTIONS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	3,267,955	3,732,851	3,952,637	219,786	5.9%
50101 Full-Time Salaries and Wages - Overtime	31,667	17,190	28,780	11,590	67.4%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,524	5,468	7,590	2,122	38.8%
50109 Vacancy Savings	0	-134,262	-138,899	-4,637	-3.5%
50110 FICA	244,754	286,155	304,551	18,396	6.4%
50111 Retirement VRS	468,982	617,040	653,312	36,272	5.9%
50112 Hospital/Medical Plans	487,326	593,456	623,326	29,870	5.0%
50113 Group Insurance - Life (VRS)	43,229	52,260	55,332	3,072	5.9%
50207 Professional Education Services	0	4,250	4,250	0	0.0%
50209 Other Professional Services	24,583	70,000	70,000	0	0.0%
50220 Lease/Rent Of Equipment	2,918	3,000	3,000	0	0.0%
50240 Printing and Binding	55	2,000	2,000	0	0.0%
50250 Advertising	820	3,500	3,500	0	0.0%
50310 Automotive/Motor Pool	171,224	175,943	175,943	0	0.0%
50410 Postal Services	2,629	6,000	6,000	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	68,130	60,741	60,741	0	0.0%
50430 Mileage	0	200	200	0	0.0%
50431 Education and Training	3,652	10,000	10,000	0	0.0%
50450 Dues And Association Memberships	270	950	950	0	0.0%
50455 Tuition	2,400	4,380	4,380	0	0.0%
50500 Office Supplies	6,660	30,000	30,000	0	0.0%
50501 Food Supplies and Food Service Supplies	1,313	500	500	0	0.0%
50506 Repair and Maintenance Supplies	270	2,400	2,400	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	3,355	8,844	12,840	3,996	45.2%
50512 Books and Subscriptions	6,158	8,288	9,100	812	9.8%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	426	1,100	1,100	0	0.0%
50517 Small Tools	309	3,349	3,349	0	0.0%
50521 Computer Software	412	5,325	5,325	0	0.0%
50620 Emergency Needs/Food Bank	0	5,000	5,000	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,017	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	300	300	0	0.0%
50911 Interdepartmental Billings	-130,213	-156,158	-156,158	0	0.0%
<b>Total Department</b>	<b>4,715,825</b>	<b>5,420,220</b>	<b>5,741,499</b>	<b>321,279</b>	<b>5.9%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
BUILDING INSPECTIONS**

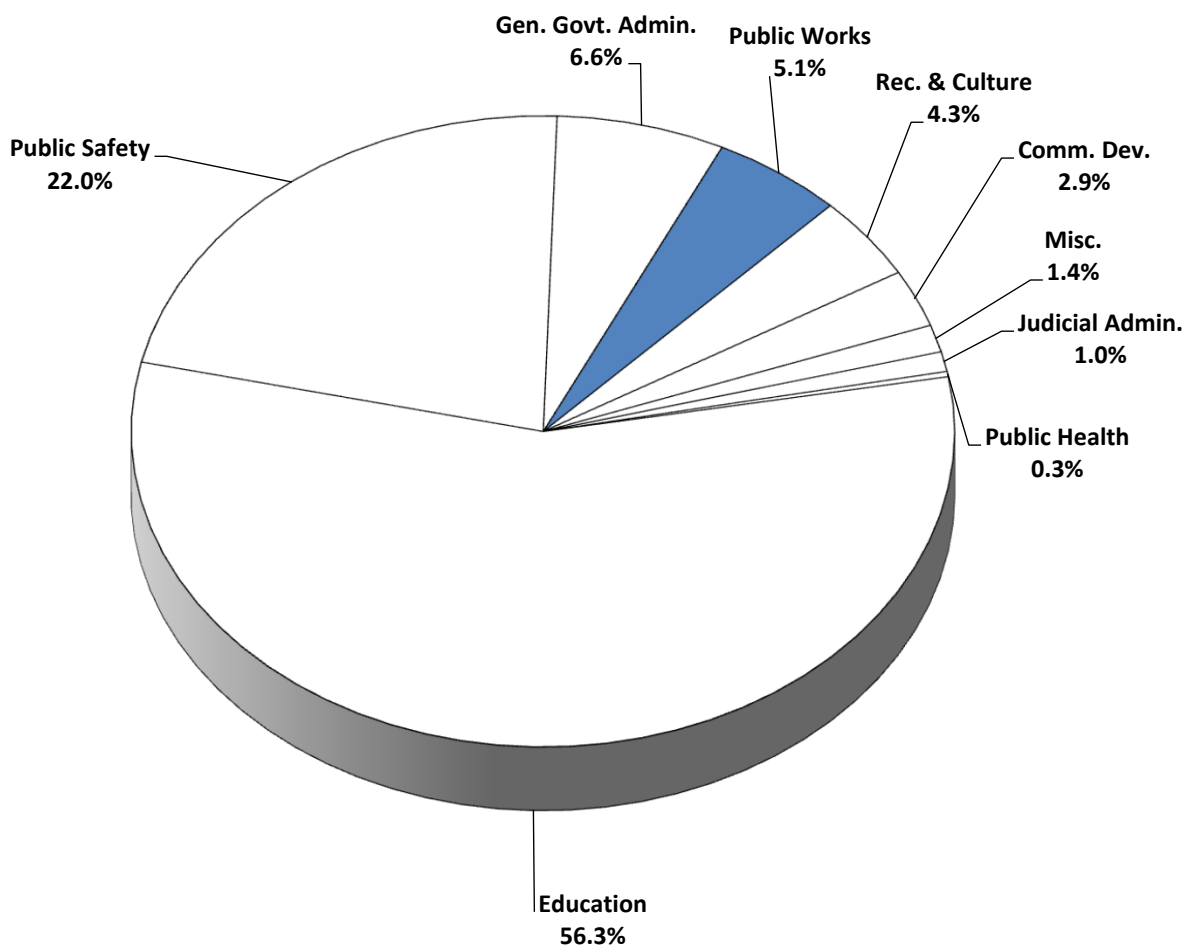
Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>33001 Building Inspections</b>					
50100 Full-Time Salaries and Wages - Regular	3,033,745	3,346,588	3,540,089	193,501	5.8%
50101 Full-Time Salaries and Wages - Overtime	21,881	11,590	11,590	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,443	4,948	6,690	1,742	35.2%
50109 Vacancy Savings	0	-120,369	-124,402	-4,033	-3.4%
50110 FICA	226,581	256,177	271,679	15,502	6.1%
50111 Retirement VRS	435,351	553,191	585,124	31,933	5.8%
50112 Hospital/Medical Plans	444,730	521,832	569,591	47,759	9.2%
50113 Group Insurance - Life (VRS)	40,121	46,852	49,557	2,705	5.8%
50207 Professional Education Services	0	4,250	4,250	0	0.0%
50220 Lease/Rent Of Equipment	2,918	3,000	3,000	0	0.0%
50240 Printing and Binding	55	2,000	2,000	0	0.0%
50310 Automotive/Motor Pool	141,518	147,847	147,847	0	0.0%
50410 Postal Services	2,332	5,000	5,000	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	60,812	53,002	53,002	0	0.0%
50430 Mileage	0	200	200	0	0.0%
50431 Education and Training	3,652	10,000	10,000	0	0.0%
50450 Dues And Association Memberships	270	950	950	0	0.0%
50455 Tuition	2,400	4,080	4,080	0	0.0%
50500 Office Supplies	5,245	27,000	27,000	0	0.0%
50501 Food Supplies and Food Service Supplies	1,313	500	500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	1,601	4,540	7,940	3,400	74.9%
50512 Books and Subscriptions	5,899	7,688	8,500	812	10.6%
50514 Other Operating Supplies	426	1,100	1,100	0	0.0%
50517 Small Tools	120	1,953	1,953	0	0.0%
50521 Computer Software	412	5,325	5,325	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,017	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	300	300	0	0.0%
<b>Total Cost Center</b>	<b>4,437,842</b>	<b>4,899,694</b>	<b>5,193,015</b>	<b>293,321</b>	<b>6.0%</b>
<b>33002 Community Maintenance</b>					
50100 Full-Time Salaries and Wages - Regular	234,210	386,263	412,548	26,285	6.8%
50101 Full-Time Salaries and Wages - Overtime	9,786	5,600	17,190	11,590	207.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	81	520	900	380	73.1%
50109 Vacancy Savings	0	-13,893	-14,497	-604	-4.3%
50110 FICA	18,173	29,978	32,872	2,894	9.7%
50111 Retirement VRS	33,631	63,849	68,188	4,339	6.8%
50112 Hospital/Medical Plans	42,596	71,624	53,735	-17,889	-25.0%
50113 Group Insurance - Life (VRS)	3,108	5,408	5,775	367	6.8%
50209 Other Professional Services	24,583	70,000	70,000	0	0.0%
50250 Advertising	820	3,500	3,500	0	0.0%
50310 Automotive/Motor Pool	29,706	28,096	28,096	0	0.0%
50410 Postal Services	297	1,000	1,000	0	0.0%
50412 Telecommunications	7,318	7,739	7,739	0	0.0%
50455 Tuition	0	300	300	0	0.0%
50500 Office Supplies	1,415	3,000	3,000	0	0.0%
50506 Repair and Maintenance Supplies	270	2,400	2,400	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	1,754	4,304	4,900	596	13.8%
50512 Books and Subscriptions	259	600	600	0	0.0%
50517 Small Tools	189	1,396	1,396	0	0.0%
50620 Emergency Needs/Food Bank	0	5,000	5,000	0	0.0%
50911 Interdepartmental Billings	-130,213	-156,158	-156,158	0	0.0%
<b>Total Cost Center</b>	<b>277,983</b>	<b>520,526</b>	<b>548,484</b>	<b>27,958</b>	<b>5.4%</b>

# COUNTY OF HENRICO, VIRGINIA

Public Works  
\$59,414,272



Total General Fund  
\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - PUBLIC WORKS**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Public Works</b>			
Administration	\$2,185,426	\$2,074,791	\$2,182,146
Road Maintenance	26,157,431	31,669,869	31,468,314
Traffic Engineering	3,742,952	4,745,011	4,684,128
Construction	3,576,756	4,026,423	4,144,223
Design	2,356,111	2,485,924	2,985,761
Mass Transit	5,740,256	5,983,553	6,081,329
Environmental	1,778,882	2,006,444	2,242,456
Standing Water Initiative	475,996	494,109	538,466
Transportation and Mobility	0	4,246,400	4,246,400
Real Property*	645,643	685,841	841,049
<b>Total Public Works</b>	<b>\$46,659,453</b>	<b>\$58,418,365</b>	<b>\$59,414,272</b>

\*Real Property was transferred to the Department of Public Works in FY22.

# PUBLIC WORKS

## DESCRIPTION

The Henrico County Department of Public Works maintains the third largest road network in the State after the State of Virginia and the City of Virginia Beach. The Department is responsible for the construction and maintenance of all secondary roads in the county, storm water drainage, administration of Public Transit services, and enforcement of erosion and sedimentation laws and ordinances. The Department is organized into the following divisions: Administration, Design, Maintenance, Construction, Transportation Development, Traffic Engineering, Environmental Control, Real Property, and Standing Water Initiative.

Most departmental services are funded from highway maintenance (gasoline tax) revenues from the Department of Transportation (VDOT) and license fee revenue collected in the County’s General Fund. In addition, the General Fund provides for certain Board of Supervisors’ directives including the Environmental Control Program, Vacuum Leaf services, the JOBS transit service, the Standing Water Initiative, and supplemental funding for the Mass Transit division.

The Central Virginia Transportation Authority (CVTA) provides additional funding for transportation and mobility projects in the County and across the Richmond region through additional sales and gas taxes. Fifty percent of the revenues are sent directly to the member localities, thirty-five percent of the revenues are targeted for regionally significant projects, and fifteen percent of the revenues are dedicated to public transit and regional mobility. The Department of Public Works has representation on the CVTA Technical Advisory Committee and is responsible for programming the County's allocation of CVTA funds, as well as project development, programming, and construction.

## OBJECTIVES

- Develop and maintain a safe and efficient road system.
- Develop and maintain an efficient and economical storm drainage system.
- Ensure that road and drainage facility construction is accomplished in accordance with appropriate standards and in an environmentally correct manner.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23-24
Personnel	\$ 20,993,010	\$ 24,702,954	\$ 26,502,406	7.3%
Operation	24,823,775	30,664,946	30,913,035	0.8%
Capital	842,668	3,050,465	1,998,831	(34.5%)
Total	\$ 46,659,453	\$ 58,418,365	\$ 59,414,272	1.7%
Personnel Complement	289	295	300 *	5

\* Includes addition of 5 positions: 1 Engineer in the Design Division, 3 Project Specialists in the Environmental Division, 1 Transportation Specialist in the Traffic Engineering Division, and a shared Public Relations Specialist.



## PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23-24
<b>Workload Measures</b>				
Lane Miles of Road Maintained	3,563	3,573	3,584	11
Traffic Signals Maintained	175	180	185	5
Development Plans Reviewed	1,404	1,000	1,550	550
Property and Easements Purchased	\$ 9,326,000	\$ 3,500,000	\$ 3,700,000	\$ 200,000

## OBJECTIVES CONTINUED

- Review and provide the most cost-effective public transit system for county residents.
- Provide prompt responses to citizen inquiries or requests for service.
- Enforce Chesapeake Bay Act regulations along with current erosion and sedimentation control ordinances and policies.

## BUDGET HIGHLIGHTS

The Department’s budget, which combines Gas Tax and General Fund supported programs, is \$59,414,272, an increase of \$995,907, or 1.7%. The personnel component is \$26,502,406, an increase of 1,799,452, or 7.3% due to the addition of five positions: 1 Engineer, 3 Project Specialists, and 1 Transportation Specialist, a shared Public Relations Specialist, and changes to salary and benefits. The Department will support one third of a Public Relation Specialist.

The operating component increased by \$248,089 or 0.8% over FY23 based on increases in automotive/motor pool, refuse services, and supplies. The capital component decreased by \$1,051,634, or 34.6%. A decrease in an expected need within motor vehicle equipment is offset by an increase in computer equipment, telecommunications, and additional vehicles.

The FY24 budget includes funding of \$ 47,948,557 the State’s Gas Tax maintenance allocation, \$11,447,755 from Henrico’s General Fund subsidy, and \$234,000 from miscellaneous departmental revenue. The total projected Gas Tax for FY24 is based on the allocation for operations and maintenance and does not include a construction allocation. If gas tax were allocated for construction, it would be included in the capital budget section of this document. There has not been a construction allocation funded by gas tax since FY09.

The State’s Gas Tax maintenance allocation is used for 80.3% of the operating budget. The gas tax allocation will support all Department of Public Works’ divisions except the Standing Water Initiative and Environmental Inspection. This revenue source is restricted to roadway maintenance activities.

The General Fund supports 100% of expenses related to the Standing Water Initiative and the Environmental Inspection Division.

Public Works has several projects included in Henrico County’s FY24 Capital Budget. Stormwater/MS4 improvements of \$2,348,000 and BMP Maintenance of \$1,000,000 are supported by the general fund. Countywide

## *Public Works*

land acquisitions (drainage), minor drainage improvements, and countywide creeks and streams projects have a combined budget of \$1,750,000 and are funded by revenues from motor vehicle license fees. Additionally, \$5,000,000 is included in the Capital Budget for countywide pedestrian improvements and \$25,000,000 for CVTA funded projects.

What follows is a discussion of each of the divisions within Public Works.

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### ADMINISTRATION DIVISION

The total budget for the Administration Division is \$2,182,146, an increase of \$107,355 or 5.2% from FY23. The personnel component increased by \$56,605, or 3.0% due to one third shared cost of a Public Information Officer, and changes to salary and benefits. The operating component remained flat, and the capital component increased by \$50,750, or 49.5% due to expected replacement computer needs.

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### ROAD MAINTENANCE DIVISION

The total budget for the Road Maintenance Division is \$31,468,314, which is a decrease of \$201,555, or 0.6% from FY23. The personnel component increased by \$463,878, or 4.3% due to changes in salary and benefits. The operating component increased by \$145,927, or 0.8%, with funds shifting within the component to adjust for increases in refuse services and maintenance supplies, and automotive/motor pool increase to support a midsize SUV. The capital component decreased by \$811,360, or 32.9% due to an expected decreased need for motor vehicle replacement.

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### TRAFFIC ENGINEERING DIVISION

The total budget for the Traffic Engineering Division is \$4,684,128, a decrease of \$60,883, or 1.3% from FY23. The personnel component increased by \$231,017, or 8.0% due to the addition of a Traffic Specialist, and changes to salary and benefits. The operating component is increased by \$1,100, or 0.1% with increases to telecommunications. The capital component is decreased by \$293,000, or 75.7% due to limited need for equipment replacement.

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### CONSTRUCTION DIVISION

The total budget for the Construction Division is \$4,144,223, an increase of \$117,800, or 2.9% from FY23. The personnel component increased by \$49,585, or 1.9% due to changes to salary and benefits. The operating component is increased by \$53,889, or 4.0% mainly due to an increase in the bridge maintenance contract. The capital component is increased by \$14,326, or 28.6% which includes funding to replace aging office furniture. This is offset by an expected lesser need of computer equipment.

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### DESIGN DIVISION

The total budget for the Design Division is \$2,985,761, which is an increase of \$499,837, or 20.1% from FY23. The personnel component increased by \$482,775, or 22.6% due to the addition of an Engineer for drainage, and changes to salary and benefits. The operating component increased by \$14,562, or 4.6% due to automotive/motor pool and telecommunications increases.

## Public Works

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### MASS TRANSIT AND TRANSPORTATION DEVELOPMENT DIVISION

The total budget for the Mass Transit Division is \$6,081,329, an increase of \$, 97,776 or 1.6% over FY23. The personnel component increased by \$137,685, or 10% due to changes to salary and benefits. The operating component decreased by \$25,059, or 0.5% due to an increase in automotive/motor pool charges for the addition of a passenger van which is offset by a reduction in other contractual services. The capital component decreased by \$14,850, or 92.8% due to an expected lesser need of computer equipment.

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### ENVIRONMENTAL DIVISION

The total budget for Environmental is \$3,139,456, an increase of \$236,012 or 8.1% over FY23. The personnel component increased by \$214,986, or 11.8% due to the addition of three Project Specialists for wetlands, watershed and capital projects, and changes to salary and benefits. The operating component increased by \$21,026, or 1.9%, due to increases to automotive/motor pool charges for the addition of three SUVs, education and training, and telecommunications.

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### STANDING WATER AND MOSQUITO CONTROL

The total budget for Standing Water and Mosquito Control is \$538,466, an increase of \$44,357, or 9.0% over FY23. The personnel component increased by \$32,700, or 8.0%, due to changes to salary and benefits. The operating component increased by \$11,657, or 13.6% with increases to other contractual services.

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### TRANSPORTATION AND MOBILITY DIVISION

The total budget for Transportation and Mobility is \$4,246,000, which is unchanged from FY23.

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### REAL PROPERTY DIVISION

The total budget for Real Property is \$841,049, an increase of \$155,208, or 22.6% from FY23. The personnel component increased by \$130,221, or 19.7% due to changes to salary and benefits. The operating component increased by \$24,987, or 101.5% due to increases in other professional services, telecommunications, education and training, and computer software.

## DEPARTMENTAL HIGHLIGHTS

In 2023, the Department of Public Works accepted over 11 miles of new roads into the county road network. In addition, the department completed over 25,000 inspections of active construction projects and reviewed plans for over 600 construction projects. Public Works also secured over \$33.0 million in grant funding for roadway and pedestrian capital projects through the Virginia Department of Transportation's SMART SCALE program in FY23.

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### SUPPORTING ECONOMIC DEVELOPMENT

Public Works continued facilitating economic development in the county by improving access to the road system. The Department constructed an extension of the westbound Nuckols Road ramp onto I-295 to facilitate traffic flow in the Innsbrook area and is designing an extension of the off-ramp on the eastbound side. In addition, the Department

## *Public Works*

secured a \$650,000 Economic Development Access Program grant from VDOT to extend Engineered Wood Way to accommodate future development.

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## COMMUNITY OUTREACH

Public Works staff conducted citizen information meetings and public hearings for new roadway, sidewalk, and stream restoration projects. They provided information at community association events and hosted interactive booths at Earth Day Spring Energy Fair, Fall Energy Fair, Native Plant Festival, and the Henrico Bug Bizarre, where attendees were educated on environmental health compliance related to mosquitoes, proper pet waste disposal, vehicle washing, and proper leaf disposal methods. They also facilitated programs and taught classes in the virtual platform during events such as the Central and Southern Virginia Mosquito Identification and information classes, which are now available on YouTube. Since in-person activities were limited due to the pandemic, biweekly mosquito outreach sessions were offered, including lengthy detailed mosquito management videos, live video Q&A sessions, virtual ride-along programs, extended mosquito biology education, and a variety of other content. Public Works participated in two career fairs: (1) hosting a booth related to job opportunities at the County's Public Works Job Fair, and (2) providing educational materials regarding stormwater and the County's Municipal Separate Storm Sewer System Program for the Mission Tomorrow event (8<sup>th</sup> grade career fair).

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## ROAD PROJECTS

Public Works has 96 road and drainage projects underway. There are also 22 transportation studies ongoing. Updates on several major projects include:

### Dabbs House Road

A 0.8-mile section of Dabbs House Road between Nine Mile Road and East Richmond Road will be widened with curb-and-gutter, drainage improvements, a sidewalk, and a right-turn lane. Utility lines have been relocated. Construction began in October 2020 and is expected to be complete by late spring or early summer of 2023. The total cost of this project is estimated at \$13.3 million dollars.

### N. Gayton Road Interchange at I-64

The Department of Public Works is working with the Virginia Department of Transportation to complete an engineering study supporting a new interchange at N. Gayton Road and I-64 in Short Pump. Upon approval by the Virginia Department of Transportation and the Federal Highway Administration, the county will work to fund and design the interchange.

### Richmond-Henrico Turnpike

The county leveraged \$14.0 million in bond funds to receive \$11.7 million in Virginia Department of Transportation SMART SCALE funding for the Richmond-Henrico Turnpike Improvement Project. This project will widen and improve the existing 1.9-mile section of roadway between Laburnum Avenue and Hummingbird Road, just south of Azalea Avenue. A private developer is constructing Richmond-Henrico Turnpike from Hummingbird Road to the at-grade railroad crossing located approximately 0.7 miles north of Azalea Avenue. The road will be reconstructed as a four-lane divided roadway with turn lanes, curb-and-gutter, drainage improvements, a 10-foot multi-use trail, and sidewalk. Utility relocation is scheduled to be completed June 2023. Construction is expected to begin October 2023.

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### Sadler Road

A 1.9-mile section of Sadler Road between Dominion Boulevard and Cedar Forest Road is being widened and the alignment improved. The project includes curb and gutter, drainage, a 10-foot-wide shared use path, and two roundabouts. The right-of-way acquisition is complete with utility location scheduled to be completed the end of 2023. Construction is expected to begin April, 2024 and proceed until April 2026.

### Three Chopt Road

A project to improve a 2.1-mile section of Three Chopt Road between Gaskins Road and Barrington Hills Drive continues to advance with right-of-way acquisition. This project will widen the roadway to a four-lane divided section with curb-and-gutter, drainage improvements, and sidewalks. Utility relocation is scheduled to be completed by the end of 2024. Construction is expected to begin April 2025 and proceed until April 2027.

### Three Chopt Road Sidewalk Improvements (Freeman High School)

The Department of Public Works started this project December 12, 2022, and expects completion in June of 2023. Project work consists of the construction of 1,980 linear feet of either four-foot-wide sidewalk with utility strip or five-foot wide sidewalk on the north side of Three Chopt Road and approximately 1,310 of either four-foot wide or five-foot wide sidewalk on the south side of Three Chopt Road. ADA compliant ramps will be provided as needed on both the north side and south side of Three Chopt Road. The project is located between Dinwiddie Avenue and Bexhill Road.

### St. Claire Lane Sidewalk and Drainage Improvements

The Department of Public Works started this project September 26, 2022. The project is expected to be completed in April of 2023. Project work consists of improvements along St. Claire Lane from Mechanicsville Turnpike to Hartman Street including sidewalk construction with associated road, drainage, and utility improvements, and tie-in of existing driveway entrance aprons and concrete walkways.

### Tuckahoe Volunteer Rescue Squad

The Department of Public Works started this four-phased project August 8, 2022. Project work consists of the construction of site improvements for new parking spaces and renovation of existing parking areas east and west of the existing Tuckahoe Volunteer Rescue Squad building. Additionally, a new concrete paved entry apron along the frontage of the access to the site, drainage, and sidewalk improvements along Horsepen Road. The project also includes guardrail along the intersection of Horsepen and Three Chopt Roads. The improvements include demolition of existing pavement, curb and gutter, new curb and gutter, closed drainage system improvements with underground detention, construction of new pavement for surface parking, and construction of concrete sidewalk to tie-in to exiting squad bay access.

## Public Works

### **COMPLETED CIP PROJECTS IN 2022**

PROJECT	SCOPE	DATE COMPLETED	FINAL COST
Gaskin Road Sidewalk (River Road to Derbyshire)	Sidewalk	January 15, 2022	\$ 987,613
Pump Road Widening and Sidewalk	Pedestrian Access	April 15, 2022	\$ 1,378,216
Azalea Avenue Pedestrian and Signal Improvements	Crosswalk and Traffic Signal	May 16, 2022	\$ 1,150,321
Gay Avenue Sidewalk	130 feet of Sidewalk	June 28, 2022	\$ 1,623,804
Woodman Road Extension	Roadway	August 24, 2022	\$ 7,676,882
Oakley's Lane Realignment and Improvements	Roadway	November 1, 2022	\$ 5,190,854
Engineered Wood Way Roadway Extension Phase II	Grading and Paving	November 3, 2022	\$ 1,788,312
E Laburnum Avenue Sidewalk Route 360 to Bolling Road	1450 feet Sidewalk, Curb, Gutter, Drainage	November 9, 2022	\$ 588,789
			\$ 20,384,791

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### PEDESTRIAN AND COMMUTER IMPROVEMENTS

The Department of Public Works is continuing an initiative to improve bicycle and pedestrian accommodations across the county. In total, the Department has 61 programmed projects scheduled to be completed or under construction over the next three years that will add over 26 miles of sidewalks and over 17 miles of paved multi-use trails.

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### BRIDGE PROJECTS

The Department of Public Works has three bridge and culvert repair or replacement projects and one new bridge project under design. Repairs to the Greenwood Road bridge and the Parham Road bridge over the CSX railroad tracks are both under contract with the projects expected to commence in the spring of 2023. The Lakeside Avenue and Wilkinson Road bridge replacements, and the Meadow Road culvert replacement are in final design and anticipated to begin construction in 2023. The new Magellan Parkway I-95 Bridge and Approaches Section project is currently in the right of way phase and is anticipated to be advertised for construction Spring of 2024.

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### MUNICIPAL SEPARATE STORM SEWER SYSTEM PERMIT (MS4)

Work is ongoing to comply with the state permit, which requires pollution reductions over a 15-year period. The Department has already achieved approximately 60% of the total required pollution reductions to date. This progress puts the county ahead of schedule, as 40% reduction is required by 2025. The Department must achieve 100% of the pollution reductions by the year 2030.

The Dietrick Road Outfall Restoration project is scheduled for 2023. Hidden Creek Park Stream Restoration, Wilder Middle School Stream Restoration, and Adams Elementary Stream Restoration projects are all currently under design and are scheduled for construction in 2023 and 2024. Projects listed have received DEQ grant funding totaling over \$2.4 million (approximately 50% of the total project costs).

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### MOSQUITO CONTROL

Public Works standing water initiative (SWI) continues to perform adult mosquito surveillance operations and monitoring for the presence of mosquito borne diseases. This past year (2022) included responding to 89 resident complaints as well as sustained biweekly monitoring of 100 sites throughout the County. The SWI section collected 19,925 mosquitoes, which included 25 different species. SWI also documented 1,750 mosquito larviciding site visits. West Nile virus (WNV) and mosquito surveillance revealed not only a return to more standard WNV positive (5)

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mosquito collections (pools) but also a numerical rebound in overall nuisance species such as *Aedes albopictus* (Asian Tiger mosquitoes) whose populations monitoring was disrupted by a dry-ice shortage in September.

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CENTRAL VIRGINIA TRANSPORTATION AUTHORITY

The Central Virginia Transportation Authority (CVTA) was created by the General Assembly in the 2020 legislative session. CVTA provides funding for local and regional transportation projects along with additional funds for Mass Transit for Henrico and Central Virginia. In FY23, Henrico County received \$119.1 million in CVTA Regional funds for seven projects as well as \$35.8 million of funding for construction of the Fall Line Trail.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC WORKS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	13,506,457	17,382,179	18,693,327	1,311,148	7.5%
50101 Full-Time Salaries and Wages - Overtime	1,608,436	259,000	259,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	384,090	149,068	149,068	0	0.0%
50105 Temporary Salaries and Wages - Overtime	39	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	50,269	46,383	56,572	10,189	22.0%
50109 Vacancy Savings	0	-611,466	-648,053	-36,587	-6.0%
50110 FICA	1,144,258	1,358,660	1,426,455	67,795	5.0%
50111 Retirement VRS	1,956,598	2,867,571	3,087,404	219,833	7.7%
50112 Hospital/Medical Plans	2,158,756	3,008,208	3,217,348	209,140	7.0%
50113 Group Insurance - Life (VRS)	180,422	243,351	261,285	17,934	7.4%
50114 Unemployment Insurance	3,685	0	0	0	0.0%
50200 Medical Services	0	1,300	1,300	0	0.0%
50201 Legal Services	55	240	240	0	0.0%
50204 Engineering/Architectural Services	2,059	3,900	3,900	0	0.0%
50209 Other Professional Services	12,450	2,700	12,700	10,000	370.4%
50210 Maintenance and Repairs	30,176	69,102	64,102	-5,000	-7.2%
50211 Maintenance Service Contracts	830	16,130	8,640	-7,490	-46.4%
50212 Vehicle Repair	629,977	908,500	908,500	0	0.0%
50213 Maintenance Service Contracts-Computers	0	2,900	2,900	0	0.0%
50220 Lease/Rent Of Equipment	170,438	191,730	196,205	4,475	2.3%
50230 Temporary Help Service Fees	59,942	150,670	150,670	0	0.0%
50240 Printing and Binding	349	6,600	6,600	0	0.0%
50250 Advertising	93	0	0	0	0.0%
50270 Other Contractual Services	7,938,358	11,964,036	11,984,742	20,706	0.2%
50280 Janitorial	99,180	40,500	40,500	0	0.0%
50286 Weed and Pest Control	3,047	11,900	11,800	-100	-0.8%



<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50290 Purchase of Services from Other Governments	4,712,983	4,246,400	4,246,400	0	0.0%
50291 Tuition Paid - Other Divisions In-State	13,408	0	0	0	0.0%
50310 Automotive/Motor Pool	730,078	854,675	906,188	51,513	6.0%
50400 Electric Services	217,626	318,676	318,676	0	0.0%
50401 Heating Services	47,406	91,531	91,531	0	0.0%
50402 Water Service	12,510	11,610	11,610	0	0.0%
50403 Sewer Service	13,341	11,770	11,970	200	1.7%
50404 Refuse Service	68,973	14,448	57,100	42,652	295.2%
50410 Postal Services	7,130	7,685	7,685	0	0.0%
50411 Messenger Services	0	250	250	0	0.0%
50412 Telecommunications	259,179	238,995	249,325	10,330	4.3%
50430 Mileage	242	850	853	3	0.4%
50431 Education and Training	48,135	71,543	97,237	25,694	35.9%
50450 Dues And Association Memberships	8,547	27,665	27,695	30	0.1%
50453 Freight Charges	3,224	7,240	7,240	0	0.0%
50455 Tuition	2,144	13,000	7,000	-6,000	-46.2%
50459 Other Charges Miscellaneous	0	518	518	0	0.0%
50460 Environmental Expenses	8,800	9,050	9,050	0	0.0%
50500 Office Supplies	116,439	121,311	122,763	1,452	1.2%
50501 Food Supplies and Food Service Supplies	1,564	15,000	15,000	0	0.0%
50502 Agricultural Supplies	13,200	21,700	21,200	-500	-2.3%
50503 Medical and Laboratory Supplies	2,070	2,750	2,750	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	92,342	40,100	86,093	45,993	114.7%
50506 Repair and Maintenance Supplies	213,978	112,402	159,394	46,992	41.8%
50507 Gasoline	0	7,000	7,000	0	0.0%
50508 Diesel Fuel	381,124	290,765	290,765	0	0.0%
50509 Vehicle and Powered Equipment Supplies	292,478	286,750	286,750	0	0.0%
50510 Police And Fire Supplies/ITEMS	0	200	200	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	79,323	89,278	92,168	2,890	3.2%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	3,033	5,273	5,035	-238	-4.5%
50514 Other Operating Supplies	70,999	47,877	48,939	1,062	2.2%
50515 Road Materials	7,658,854	10,078,682	10,078,682	0	0.0%
50516 Chemicals	578,787	65,295	65,295	0	0.0%
50517 Small Tools	33,574	51,200	51,500	300	0.6%
50518 Liquid Propane Gas	194	0	0	0	0.0%
50521 Computer Software	185,136	133,249	136,374	3,125	2.3%
50801 Machinery and Equipment-New \$10,000 and Over	35,365	27,000	40,000	13,000	48.1%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	194,538	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	0	0	50,000	50,000	100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	186,071	9,500	9,500	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	1,150	1,600	1,600	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	126,366	80,750	7,500	-73,250	-90.7%
50821 Machinery and Equipment- Replacement \$10,000 and Over	222,616	1,447,215	1,116,215	-331,000	-22.9%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	0	0	45,000	45,000	100.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	0	1,370,000	552,640	-817,360	-59.7%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	14,186	0	6,000	6,000	100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	1,438	1,900	7,126	5,226	275.1%
50835 Computer Equipment-Replacement Less Than \$10,000	60,938	112,500	163,250	50,750	45.1%
<b>Total Department</b>	<b>46,659,453</b>	<b>58,418,365</b>	<b>59,414,272</b>	<b>995,907</b>	<b>1.7%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC WORKS**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>28001 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	1,244,498	1,411,064	1,449,369	38,305	2.7%
50101 Full-Time Salaries and Wages - Overtime	58,146	5,000	5,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	23,852	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,492	2,019	2,306	287	14.2%
50109 Vacancy Savings	0	-49,027	-41,710	7,317	14.9%
50110 FICA	98,884	106,035	107,926	1,891	1.8%
50111 Retirement VRS	180,849	232,526	239,418	6,892	3.0%
50112 Hospital/Medical Plans	163,757	173,944	175,534	1,590	0.9%
50113 Group Insurance - Life (VRS)	16,675	19,755	20,078	323	1.6%
50210 Maintenance and Repairs	13,043	1,000	1,000	0	0.0%
50211 Maintenance Service Contracts	0	600	600	0	0.0%
50220 Lease/Rent Of Equipment	4,170	0	0	0	0.0%
50230 Temporary Help Service Fees	1,817	2,000	2,000	0	0.0%
50240 Printing and Binding	94	1,000	1,000	0	0.0%
50270 Other Contractual Services	105,843	1,000	1,000	0	0.0%
50310 Automotive/Motor Pool	19,874	11,550	11,550	0	0.0%
50401 Heating Services	226	0	0	0	0.0%
50410 Postal Services	6,096	5,560	5,560	0	0.0%
50411 Messenger Services	0	100	100	0	0.0%
50412 Telecommunications	23,023	20,000	20,000	0	0.0%
50430 Mileage	52	100	100	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431 Education and Training	4,002	8,456	8,456	0	0.0%
50450 Dues And Association Memberships	1,728	2,225	2,225	0	0.0%
50453 Freight Charges	54	300	300	0	0.0%
50500 Office Supplies	30,242	12,000	12,000	0	0.0%
50501 Food Supplies and Food Service Supplies	760	1,000	1,000	0	0.0%
50502 Agricultural Supplies	27	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	4,818	0	0	0	0.0%
50512 Books and Subscriptions	192	500	500	0	0.0%
50514 Other Operating Supplies	894	3,584	3,584	0	0.0%
50521 Computer Software	112,692	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	21,605	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	100	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	14,515	2,500	2,500	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	31,356	100,000	150,750	50,750	50.8%
<b>Total Cost Center</b>	<b>2,185,426</b>	<b>2,074,791</b>	<b>2,182,146</b>	<b>107,355</b>	<b>5.2%</b>
<b>28002 Road Maintenance</b>					
50100 Full-Time Salaries and Wages - Regular	5,472,279	7,604,544	7,928,208	323,664	4.3%
50101 Full-Time Salaries and Wages - Overtime	1,104,313	109,000	109,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	98,043	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	26,608	19,131	21,495	2,364	12.4%
50109 Vacancy Savings	0	-273,372	-282,772	-9,400	-3.4%
50110 FICA	489,564	590,086	606,100	16,014	2.7%
50111 Retirement VRS	798,054	1,257,031	1,309,651	52,620	4.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50112 Hospital/Medical Plans	999,127	1,473,408	1,547,568	74,160	5.0%
50113 Group Insurance - Life (VRS)	73,709	106,464	110,920	4,456	4.2%
50114 Unemployment Insurance	1,689	0	0	0	0.0%
50210 Maintenance and Repairs	6,502	17,502	17,502	0	0.0%
50211 Maintenance Service Contracts	830	8,530	1,000	-7,530	-88.3%
50212 Vehicle Repair	588,458	878,500	878,500	0	0.0%
50220 Lease/Rent Of Equipment	103,320	59,850	62,225	2,375	4.0%
50230 Temporary Help Service Fees	58,125	98,670	98,670	0	0.0%
50270 Other Contractual Services	6,824,215	6,336,254	6,336,254	0	0.0%
50280 Janitorial	99,180	36,000	36,000	0	0.0%
50286 Weed and Pest Control	3,047	11,450	11,450	0	0.0%
50291 Tuition Paid - Other Divisions In-State	2,144	0	0	0	0.0%
50310 Automotive/Motor Pool	252,676	346,345	359,857	13,512	3.9%
50400 Electric Services	91,758	100,078	100,078	0	0.0%
50401 Heating Services	26,521	60,089	60,089	0	0.0%
50402 Water Service	9,633	6,000	6,000	0	0.0%
50403 Sewer Service	10,289	6,000	6,200	200	3.3%
50404 Refuse Service	54,066	7,348	50,000	42,652	580.5%
50412 Telecommunications	40,313	21,844	22,574	730	3.3%
50430 Mileage	0	100	103	3	3.0%
50431 Education and Training	470	0	6,000	6,000	100.0%
50450 Dues And Association Memberships	0	740	740	0	0.0%
50453 Freight Charges	1,299	2,000	2,000	0	0.0%
50455 Tuition	2,144	6,000	0	-6,000	-100.0%
50500 Office Supplies	12,095	12,000	12,000	0	0.0%
50501 Food Supplies and Food Service Supplies	792	11,000	11,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50502 Agricultural Supplies	13,103	20,000	20,000	0	0.0%
50503 Medical and Laboratory Supplies	2,070	2,000	2,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	92,342	35,600	82,593	46,993	132.0%
50506 Repair and Maintenance Supplies	211,719	91,552	138,544	46,992	51.3%
50507 Gasoline	0	1,000	1,000	0	0.0%
50508 Diesel Fuel	354,997	250,000	250,000	0	0.0%
50509 Vehicle and Powered Equipment Supplies	282,031	280,000	280,000	0	0.0%
50510 Police And Fire Supplies/ITEMS	0	200	200	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	53,696	60,000	60,000	0	0.0%
50512 Books and Subscriptions	33	200	200	0	0.0%
50514 Other Operating Supplies	24,560	3,943	3,943	0	0.0%
50515 Road Materials	7,042,412	9,457,682	9,457,682	0	0.0%
50516 Chemicals	572,492	52,500	52,500	0	0.0%
50517 Small Tools	18,082	35,000	35,000	0	0.0%
50518 Liquid Propane Gas	194	0	0	0	0.0%
50521 Computer Software	26,884	3,000	3,000	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	19,006	3,000	3,000	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	100	600	600	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	5,000	0	-5,000	-100.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	178,161	1,086,000	1,086,000	0	0.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	0	1,370,000	552,640	-817,360	-59.7%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	14,186	0	6,000	6,000	100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	100	0	5,000	5,000	100.0%
<b>Total Cost Center</b>	<b>26,157,431</b>	<b>31,669,869</b>	<b>31,468,314</b>	<b>-201,555</b>	<b>-0.6%</b>

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>28003 Traffic Engineering</b>					
50100 Full-Time Salaries and Wages - Regular	1,522,806	1,980,990	2,149,350	168,360	8.5%
50101 Full-Time Salaries and Wages - Overtime	146,744	65,000	65,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	0	18,180	18,180	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,669	4,722	5,810	1,088	23.0%
50109 Vacancy Savings	0	-68,962	-75,010	-6,048	-8.8%
50110 FICA	124,638	157,909	164,317	6,408	4.1%
50111 Retirement VRS	223,274	326,499	355,054	28,555	8.7%
50112 Hospital/Medical Plans	233,131	388,816	419,133	30,317	7.8%
50113 Group Insurance - Life (VRS)	20,632	27,734	30,071	2,337	8.4%
50114 Unemployment Insurance	1,996	0	0	0	0.0%
50210 Maintenance and Repairs	10,595	41,000	41,000	0	0.0%
50211 Maintenance Service Contracts	0	5,000	5,000	0	0.0%
50212 Vehicle Repair	41,519	30,000	30,000	0	0.0%
50213 Maintenance Service Contracts-Computers	0	2,900	2,900	0	0.0%
50220 Lease/Rent Of Equipment	17,222	30,000	30,000	0	0.0%
50230 Temporary Help Service Fees	0	50,000	50,000	0	0.0%
50240 Printing and Binding	0	500	500	0	0.0%
50270 Other Contractual Services	59,081	23,000	23,000	0	0.0%
50280 Janitorial	0	4,500	4,500	0	0.0%
50286 Weed and Pest Control	0	200	200	0	0.0%
50310 Automotive/Motor Pool	125,271	157,846	157,846	0	0.0%
50400 Electric Services	104,058	196,193	196,193	0	0.0%
50401 Heating Services	13,302	21,044	21,044	0	0.0%
50402 Water Service	1,853	3,500	3,500	0	0.0%
50403 Sewer Service	1,965	3,700	3,700	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50404 Refuse Service	8,958	5,000	5,000	0	0.0%
50410 Postal Services	800	225	225	0	0.0%
50412 Telecommunications	99,958	120,000	120,600	600	0.5%
50430 Mileage	0	50	50	0	0.0%
50431 Education and Training	5,958	5,000	5,000	0	0.0%
50450 Dues And Association Memberships	1,658	900	900	0	0.0%
50453 Freight Charges	184	2,500	2,500	0	0.0%
50500 Office Supplies	5,323	7,700	7,700	0	0.0%
50501 Food Supplies and Food Service Supplies	0	2,500	2,500	0	0.0%
50502 Agricultural Supplies	0	200	200	0	0.0%
50503 Medical and Laboratory Supplies	0	500	500	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	3,500	3,500	0	0.0%
50506 Repair and Maintenance Supplies	0	19,200	19,200	0	0.0%
50507 Gasoline	0	6,000	6,000	0	0.0%
50508 Diesel Fuel	26,127	40,765	40,765	0	0.0%
50509 Vehicle and Powered Equipment Supplies	8,156	6,500	6,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	6,074	12,000	12,200	200	1.7%
50512 Books and Subscriptions	2,228	600	600	0	0.0%
50514 Other Operating Supplies	24,476	20,200	20,200	0	0.0%
50515 Road Materials	611,494	620,000	620,000	0	0.0%
50516 Chemicals	0	1,500	1,500	0	0.0%
50517 Small Tools	11,556	7,900	8,200	300	3.8%
50521 Computer Software	4,101	5,000	5,000	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	13,760	27,000	40,000	13,000	48.1%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	194,538	0	0	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50811 Machinery and Equipment-New Less Than \$10,000	0	0	50,000	50,000	100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	18,023	1,500	1,500	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	47,986	27,500	2,500	-25,000	-90.9%
50821 Machinery and Equipment- Replacement \$10,000 and Over	0	331,000	0	-331,000	-100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	838	0	0	0	0.0%
<b>Total Cost Center</b>	<b>3,742,952</b>	<b>4,745,011</b>	<b>4,684,128</b>	<b>-60,883</b>	<b>-1.3%</b>
<b>28004 Construction</b>					
50100 Full-Time Salaries and Wages - Regular	1,616,951	1,815,272	1,847,666	32,394	1.8%
50101 Full-Time Salaries and Wages - Overtime	264,347	55,000	55,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	18,151	35,000	35,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,526	4,694	6,510	1,816	38.7%
50109 Vacancy Savings	0	-65,256	-65,900	-644	-1.0%
50110 FICA	139,438	145,753	141,251	-4,502	-3.1%
50111 Retirement VRS	229,104	300,064	305,214	5,150	1.7%
50112 Hospital/Medical Plans	252,915	296,728	311,663	14,935	5.0%
50113 Group Insurance - Life (VRS)	21,197	25,414	25,850	436	1.7%
50200 Medical Services	0	1,300	1,300	0	0.0%
50209 Other Professional Services	0	2,700	2,700	0	0.0%
50210 Maintenance and Repairs	0	2,000	2,000	0	0.0%
50211 Maintenance Service Contracts	0	1,000	1,040	40	4.0%
50220 Lease/Rent Of Equipment	38,424	86,000	86,000	0	0.0%
50250 Advertising	93	0	0	0	0.0%
50270 Other Contractual Services	501,263	1,013,921	1,065,312	51,391	5.1%
50291 Tuition Paid - Other Divisions In-State	1,845	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	156,090	166,716	166,716	0	0.0%
50400 Electric Services	8,478	10,480	10,480	0	0.0%
50401 Heating Services	4,291	6,398	6,398	0	0.0%
50402 Water Service	585	1,210	1,210	0	0.0%
50403 Sewer Service	621	1,320	1,320	0	0.0%
50404 Refuse Service	3,163	1,100	1,100	0	0.0%
50410 Postal Services	67	0	0	0	0.0%
50412 Telecommunications	41,646	23,624	23,624	0	0.0%
50431 Education and Training	12,864	21,425	21,425	0	0.0%
50450 Dues And Association Memberships	307	750	780	30	4.0%
50453 Freight Charges	309	0	0	0	0.0%
50500 Office Supplies	8,182	11,300	12,752	1,452	12.8%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	1,000	0	-1,000	-100.0%
50506 Repair and Maintenance Supplies	2,131	1,000	1,000	0	0.0%
50509 Vehicle and Powered Equipment Supplies	2,291	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	5,048	4,110	6,000	1,890	46.0%
50512 Books and Subscriptions	304	1,900	1,900	0	0.0%
50514 Other Operating Supplies	2,772	1,550	1,612	62	4.0%
50515 Road Materials	2,939	0	0	0	0.0%
50517 Small Tools	1,539	2,200	2,200	0	0.0%
50521 Computer Software	11,451	600	624	24	4.0%
50812 Furniture and Fixtures-New Less Than \$10,000	144,451	5,000	5,000	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	500	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	49,691	30,750	0	-30,750	-100.0%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	0	0	45,000	45,000	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50833 Telecommunications Equipment – Replacement Less Than \$10,000	200	1,900	1,976	76	4.0%
50835 Computer Equipment-Replacement Less Than \$10,000	29,582	12,500	12,500	0	0.0%
<b>Total Cost Center</b>	<b>3,576,756</b>	<b>4,026,423</b>	<b>4,144,223</b>	<b>117,800</b>	<b>2.9%</b>
<b>28005 Design</b>					
50100 Full-Time Salaries and Wages - Regular	1,340,914	1,556,079	1,913,004	356,925	22.9%
50101 Full-Time Salaries and Wages - Overtime	8,298	10,000	10,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	14,193	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	9,274	4,911	6,475	1,564	31.8%
50109 Vacancy Savings	0	-55,939	-65,939	-10,000	-17.9%
50110 FICA	102,063	119,805	146,745	26,940	22.5%
50111 Retirement VRS	193,080	257,220	316,015	58,795	22.9%
50112 Hospital/Medical Plans	170,043	225,104	268,675	43,571	19.4%
50113 Group Insurance - Life (VRS)	17,872	21,785	26,765	4,980	22.9%
50204 Engineering/Architectural Services	2,059	3,900	3,900	0	0.0%
50210 Maintenance and Repairs	0	2,600	2,600	0	0.0%
50211 Maintenance Service Contracts	0	1,000	1,000	0	0.0%
50220 Lease/Rent Of Equipment	0	5,000	5,000	0	0.0%
50240 Printing and Binding	0	1,000	1,000	0	0.0%
50270 Other Contractual Services	297,712	131,309	131,309	0	0.0%
50286 Weed and Pest Control	0	150	150	0	0.0%
50290 Purchase of Services from Other Governments	31,992	0	0	0	0.0%
50291 Tuition Paid - Other Divisions In-State	3,330	0	0	0	0.0%
50310 Automotive/Motor Pool	30,004	35,500	49,012	13,512	38.1%
50400 Electric Services	6,358	6,000	6,000	0	0.0%
50401 Heating Services	1,708	2,000	2,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50402 Water Service	195	500	500	0	0.0%
50403 Sewer Service	207	550	550	0	0.0%
50404 Refuse Service	1,668	500	500	0	0.0%
50410 Postal Services	22	300	300	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	5,479	5,400	6,000	600	11.1%
50431 Education and Training	6,843	9,000	9,250	250	2.8%
50450 Dues And Association Memberships	2,441	5,500	5,500	0	0.0%
50453 Freight Charges	0	350	350	0	0.0%
50455 Tuition	0	6,500	6,500	0	0.0%
50460 Environmental Expenses	0	250	250	0	0.0%
50500 Office Supplies	48,021	66,000	66,000	0	0.0%
50501 Food Supplies and Food Service Supplies	12	0	0	0	0.0%
50503 Medical and Laboratory Supplies	0	250	250	0	0.0%
50506 Repair and Maintenance Supplies	0	150	150	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	250	250	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	2,747	6,000	6,200	200	3.3%
50512 Books and Subscriptions	0	535	535	0	0.0%
50514 Other Operating Supplies	113	1,500	1,500	0	0.0%
50517 Small Tools	26	2,600	2,600	0	0.0%
50521 Computer Software	14,582	22,000	22,000	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	400	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	0	2,500	2,500	100.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	44,455	30,215	30,215	0	0.0%
<b>Total Cost Center</b>	<b>2,356,111</b>	<b>2,485,924</b>	<b>2,985,761</b>	<b>499,837</b>	<b>20.1%</b>

Cost Center		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>28006 Mass Transit &amp; Transportation Dev</b>						
50100	Full-Time Salaries and Wages - Regular	652,956	990,653	1,103,543	112,890	11.4%
50104	Temporary Salaries and Wages - Regular	3,954	25,390	25,390	0	0.0%
50108	Hybrid Disability Prgm (Prev Wage Adj)	2,212	4,342	4,874	532	12.3%
50109	Vacancy Savings	0	-26,165	-39,361	-13,196	-50.4%
50110	FICA	49,124	77,728	84,364	6,636	8.5%
50111	Retirement VRS	93,696	159,734	182,293	22,559	14.1%
50112	Hospital/Medical Plans	60,044	133,016	139,711	6,695	5.0%
50113	Group Insurance - Life (VRS)	8,618	13,870	15,439	1,569	11.3%
50210	Maintenance and Repairs	36	5,000	0	-5,000	-100.0%
50220	Lease/Rent Of Equipment	6,381	4,300	6,400	2,100	48.8%
50240	Printing and Binding	19	200	200	0	0.0%
50270	Other Contractual Services	129,747	189,555	158,870	-30,685	-16.2%
50290	Purchase of Services from Other Governments	4,680,991	4,246,400	4,246,400	0	0.0%
50310	Automotive/Motor Pool	13,707	13,000	19,906	6,906	53.1%
50400	Electric Services	1,675	1,900	1,900	0	0.0%
50412	Telecommunications	8,688	7,800	11,000	3,200	41.0%
50430	Mileage	0	100	100	0	0.0%
50431	Education and Training	3,742	9,000	9,000	0	0.0%
50450	Dues And Association Memberships	269	2,500	2,500	0	0.0%
50500	Office Supplies	3,044	2,200	2,200	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	799	3,000	3,000	0	0.0%
50512	Books and Subscriptions	0	500	500	0	0.0%
50514	Other Operating Supplies	190	200	200	0	0.0%
50515	Road Materials	0	1,000	1,000	0	0.0%
50521	Computer Software	7,758	102,330	100,750	-1,580	-1.5%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50813 Telecommunications Equipment-New Less Than \$10,000	50	1,000	1,000	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	12,406	15,000	0	-15,000	-100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	150	0	150	150	100.0%
<b>Total Cost Center</b>	<b>5,740,256</b>	<b>5,983,553</b>	<b>6,081,329</b>	<b>97,776</b>	<b>1.6%</b>
<b>28007 Environmental</b>					
50100 Full-Time Salaries and Wages - Regular	1,063,145	1,307,388	1,453,077	145,689	11.1%
50101 Full-Time Salaries and Wages - Overtime	23,663	10,000	10,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	57,472	0	0	0	0.0%
50105 Temporary Salaries and Wages - Overtime	39	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,073	4,403	6,350	1,947	44.2%
50109 Vacancy Savings	0	-46,998	-47,610	-612	-1.3%
50110 FICA	83,482	100,780	110,938	10,158	10.1%
50111 Retirement VRS	152,294	216,111	239,710	23,599	10.9%
50112 Hospital/Medical Plans	181,272	204,640	236,847	32,207	15.7%
50113 Group Insurance - Life (VRS)	13,725	18,303	20,301	1,998	10.9%
50240 Printing and Binding	226	700	700	0	0.0%
50270 Other Contractual Services	14,289	14,773	14,773	0	0.0%
50286 Weed and Pest Control	0	100	0	-100	-100.0%
50291 Tuition Paid - Other Divisions In-State	6,089	0	0	0	0.0%
50310 Automotive/Motor Pool	94,665	91,343	97,269	5,926	6.5%
50400 Electric Services	5,299	4,025	4,025	0	0.0%
50401 Heating Services	1,358	2,000	2,000	0	0.0%
50402 Water Service	244	400	400	0	0.0%
50403 Sewer Service	259	200	200	0	0.0%
50404 Refuse Service	1,118	500	500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50410 Postal Services	0	100	100	0	0.0%
50412 Telecommunications	32,459	33,061	34,661	1,600	4.8%
50430 Mileage	0	200	200	0	0.0%
50431 Education and Training	11,135	12,000	24,500	12,500	104.2%
50450 Dues And Association Memberships	534	13,115	13,115	0	0.0%
50453 Freight Charges	143	200	200	0	0.0%
50460 Environmental Expenses	8,800	8,800	8,800	0	0.0%
50500 Office Supplies	1,737	4,000	4,000	0	0.0%
50501 Food Supplies and Food Service Supplies	0	500	500	0	0.0%
50502 Agricultural Supplies	0	500	0	-500	-100.0%
50506 Repair and Maintenance Supplies	128	500	500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	5,981	3,500	4,100	600	17.1%
50512 Books and Subscriptions	116	300	300	0	0.0%
50514 Other Operating Supplies	3,880	0	1,000	1,000	100.0%
50515 Road Materials	2,009	0	0	0	0.0%
50516 Chemicals	0	500	500	0	0.0%
50517 Small Tools	0	500	500	0	0.0%
50521 Computer Software	3,789	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	4,591	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,768	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	100	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,778,882</b>	<b>2,006,444</b>	<b>2,242,456</b>	<b>236,012</b>	<b>11.8%</b>
<b>28009 Standing Water and Mosequito Control</b>					
50100 Full-Time Salaries and Wages - Regular	243,435	261,083	288,914	27,831	10.7%
50101 Full-Time Salaries and Wages - Overtime	2,925	5,000	5,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50104 Temporary Salaries and Wages - Regular	59,288	40,198	40,198	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	295	344	388	44	12.8%
50109 Vacancy Savings	0	-9,386	-10,123	-737	-7.9%
50110 FICA	23,018	23,430	22,054	-1,376	-5.9%
50111 Retirement VRS	35,016	43,157	47,654	4,497	10.4%
50112 Hospital/Medical Plans	36,757	40,928	42,988	2,060	5.0%
50113 Group Insurance - Life (VRS)	3,260	3,655	4,036	381	10.4%
50220 Lease/Rent Of Equipment	0	4,900	4,900	0	0.0%
50240 Printing and Binding	10	3,000	3,000	0	0.0%
50270 Other Contractual Services	0	1,000	1,000	0	0.0%
50310 Automotive/Motor Pool	34,764	29,045	40,702	11,657	40.1%
50410 Postal Services	0	1,000	1,000	0	0.0%
50412 Telecommunications	5,933	5,122	5,122	0	0.0%
50431 Education and Training	0	5,000	5,000	0	0.0%
50450 Dues And Association Memberships	620	260	260	0	0.0%
50453 Freight Charges	1,235	1,890	1,890	0	0.0%
50500 Office Supplies	5,288	2,520	2,520	0	0.0%
50502 Agricultural Supplies	70	1,000	1,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	25	668	668	0	0.0%
50512 Books and Subscriptions	160	500	500	0	0.0%
50514 Other Operating Supplies	14,068	16,000	16,000	0	0.0%
50516 Chemicals	6,295	10,795	10,795	0	0.0%
50517 Small Tools	2,371	3,000	3,000	0	0.0%
50521 Computer Software	1,163	0	0	0	0.0%
<b>Total Cost Center</b>	<b>475,996</b>	<b>494,109</b>	<b>538,466</b>	<b>44,357</b>	<b>9.0%</b>

## 28011 Transportation and Mobility



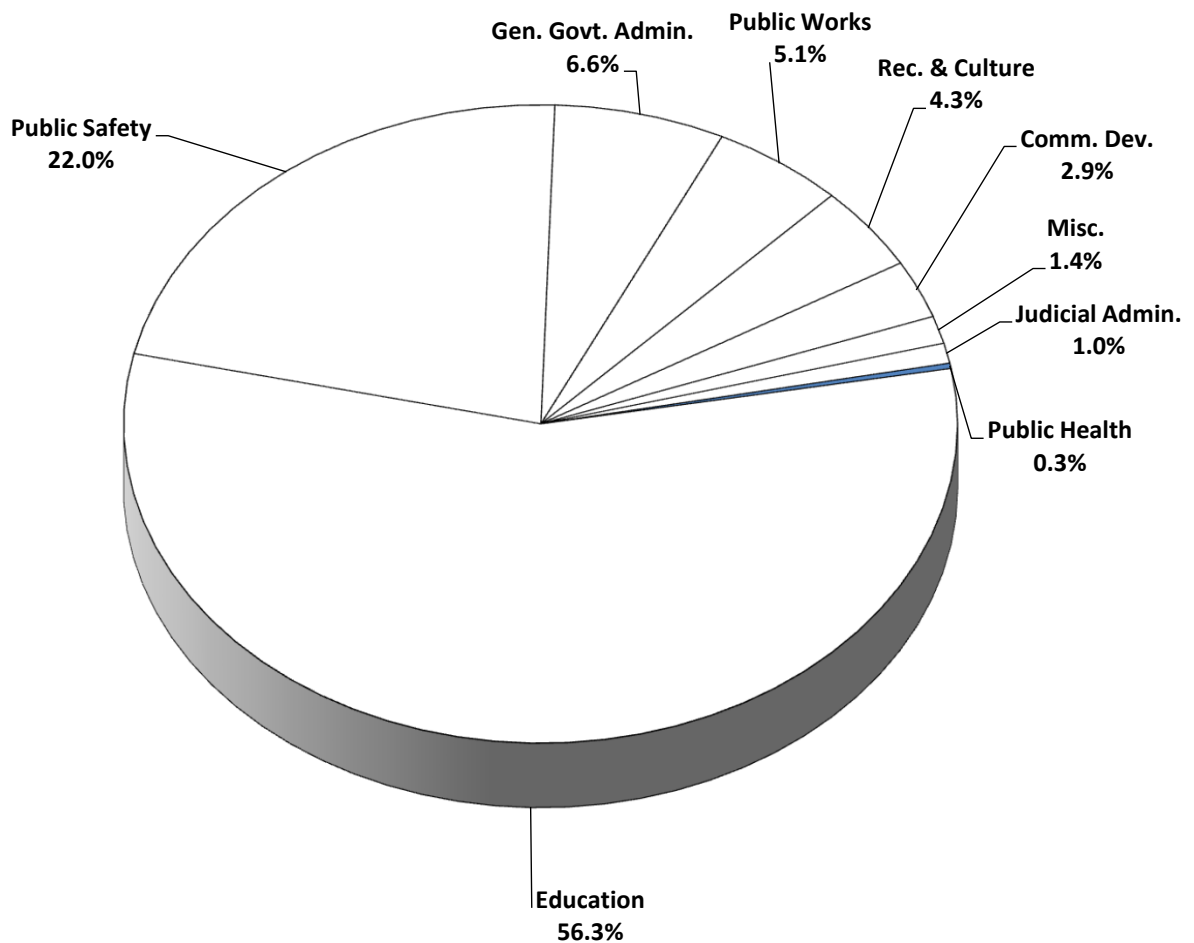
<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50270 Other Contractual Services	0	4,246,400	4,246,400	0	0.0%
<b>Total Cost Center</b>	<b>0</b>	<b>4,246,400</b>	<b>4,246,400</b>	<b>0</b>	<b>0.0%</b>
<b>28012 Real Property</b>					
50100 Full-Time Salaries and Wages - Regular	349,473	455,106	560,196	105,090	23.1%
50104 Temporary Salaries and Wages - Regular	109,137	30,300	30,300	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,120	1,817	2,364	547	30.1%
50109 Vacancy Savings	0	-16,361	-19,628	-3,267	-20.0%
50110 FICA	34,047	37,134	42,760	5,626	15.2%
50111 Retirement VRS	51,231	75,229	92,395	17,166	22.8%
50112 Hospital/Medical Plans	61,710	71,624	75,229	3,605	5.0%
50113 Group Insurance - Life (VRS)	4,734	6,371	7,825	1,454	22.8%
50201 Legal Services	55	240	240	0	0.0%
50209 Other Professional Services	12,450	0	10,000	10,000	100.0%
50220 Lease/Rent Of Equipment	921	1,680	1,680	0	0.0%
50240 Printing and Binding	0	200	200	0	0.0%
50270 Other Contractual Services	6,208	6,824	6,824	0	0.0%
50310 Automotive/Motor Pool	3,027	3,330	3,330	0	0.0%
50410 Postal Services	145	500	500	0	0.0%
50412 Telecommunications	1,680	2,144	5,744	3,600	167.9%
50430 Mileage	190	300	300	0	0.0%
50431 Education and Training	3,121	1,662	8,606	6,944	417.8%
50450 Dues And Association Memberships	990	1,675	1,675	0	0.0%
50455 Tuition	0	500	500	0	0.0%
50459 Other Charges Miscellaneous	0	518	518	0	0.0%
50500 Office Supplies	2,507	3,591	3,591	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	135	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	0	238	0	-238	-100.0%
50514 Other Operating Supplies	46	900	900	0	0.0%
50521 Computer Software	2,716	319	5,000	4,681	1,467.4%
<b>Total Cost Center</b>	<b>645,643</b>	<b>685,841</b>	<b>841,049</b>	<b>155,208</b>	<b>22.6%</b>



# COUNTY OF HENRICO, VIRGINIA

Public Health  
\$3,130,561



Total General Fund  
\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - PUBLIC HEALTH**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Public Health</b>			
Public Health	\$2,888,239	\$2,967,497	\$3,130,561
<b>Total Health</b>	<b>\$2,888,239</b>	<b>\$2,967,497</b>	<b>\$3,130,561</b>

# PUBLIC HEALTH

## DESCRIPTION

Public Health works collaboratively to ensure healthy living conditions for everyone. Health Department leaders serve as Chief Health Strategists, partnering across multiple sectors and leveraging data and resources to address social, environmental, and economic conditions that affect health and health equity. The Virginia Department of Health (VDH), Henrico, and the City of Richmond established a shared leadership of their local health districts in 2018. The dual district health director is offered as a model for regional public health collaboration and a first for VDH’s Central Region. The two health districts retain separate staff and operations.

The Health Department also provides clinical services, restaurant inspections, permitting of wells and septic systems, and a host of other public health services to the residents of Henrico County. The State and County provide cooperative funding consisting of 55.0% State funds and 45.0% County funds. The budget herein reflects the County’s 45.0% funding level for the cooperative budget and some additional funding to support maternal-child health outcomes, the community-based Doula program, community health workers, and trauma healing response.

## OBJECTIVES

- Minimize the spread of communicable disease through epidemiological monitoring of infectious diseases.
- Understand the root causes of health disparities in Henrico County and work toward equity-driven programs and policies.
- Build partnerships and a referral network across public, private, and nonprofit sectors to better meet the clinical needs of all residents.
- Offer community-informed, culturally appropriate services addressing the evolving needs of the County.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	2,888,239	2,967,497	3,130,561	5.5%
Capital	0	0	0	0.0%
Total	<u>\$ 2,888,239</u>	<u>\$ 2,967,497</u>	<u>\$ 3,130,561</u>	<u>5.5%</u>
Personnel Complement*	N/A	N/A	N/A	N/A

\*Does not reflect classified and non-classified State positions. The County portion of funding for these positions resides within the operating component of the budget.

**PERFORMANCE MEASURES**

<b>Performance Measures</b>				
	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Change 23 to 24</b>
<b>Workload Measures</b>				
Nursing Home Screening	622	700	700	0
Food Service Protection Visits	2,173	3,000	3,000	0
WIC Average Monthly Participation	5,113	4,800	5,000	200
Number of Clinic Patients	4,133	4,500	4,500	0
Number of Clinic Patient Visits	8,334	9,000	9,000	0
Animal Bite Response	755	610	610	0
Maternity Navigation	202	200	200	0

**BUDGET HIGHLIGHTS**

The Health Department’s budget has two parts. The first reflects the 45.0% County share of the cooperative budget, which totals \$2,590,838, an increase of 6.7% from FY23 and based upon the December 2022 revised local government agreement (LGA). This budget does not reflect any state or federal funding. There are no County positions assigned to Public Health. The second part of the Health Department’s budget reflects the County funding of \$183,698 for maternal child health programming that includes maternity navigation and oversees the regional Health Taskforce, \$232,800 for community-based doula program funding, \$89,500 for community health workers, \$2,525 for telecommunications funding, and \$31,200 for a Trauma Healing Response position. Total county funding is \$3,130,561, an increase of \$163,064 or 5.5% above FY23.

**SERVICES**

The Health Department has 3 locations throughout the county and provides the following services:

Women, Infants and Children (WIC)

- Nutrition education, food vouchers for eligible pregnant, breast-feeding & postpartum women, and children up to age 5

Environmental Health

- Restaurant inspections
- Well and septic tank permits
- Day care facility inspections
- Rabies information

Vital Records

- Death, Marriage, Divorce, & Birth certificates

## *Public Health*

### Family Planning & Maternity Care

- Family Planning services: screening tests, birth control methods, and counseling
- Pregnancy tests
- Maternity Navigation

### STD Clinic (East)

- Sexually transmitted disease screening, treatment, and counseling
- HIV testing and counseling

### Communicable Disease Program (West)

- Tuberculosis (TB) and communicable disease follow-up

### Refugee Program (West)

- Health assessments and immunizations for newly arrived refugees

### Immunizations

- For adults and children

### Medical Reserve Corps Opportunities

- Emergency Preparedness volunteers

### COVID-19 Services

- Navigation
- Testing
- Vaccine Distribution



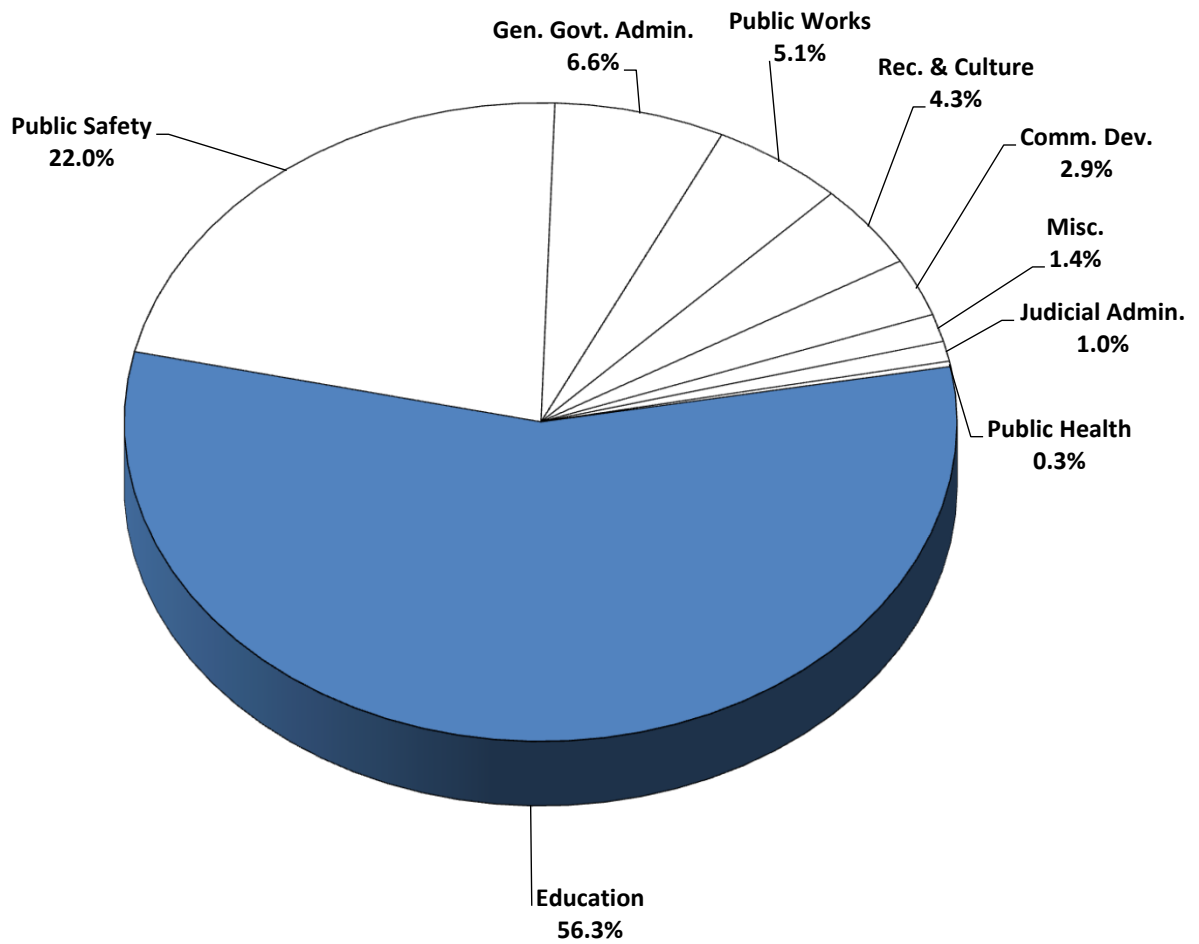


**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC HEALTH**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50290 Purchase of Services from Other Governments	438,698	537,198	537,198	0	0.0%
50412 Telecommunications	1,800	2,525	2,525	0	0.0%
50440 Payment To State/Local Health Dept.	2,427,774	2,427,774	2,590,838	163,064	6.7%
50442 Payments To Other Local Governments	19,867	0	0	0	0.0%
50514 Other Operating Supplies	50	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	50	0	0	0	0.0%
<b>Total Department</b>	<b>2,888,239</b>	<b>2,967,497</b>	<b>3,130,561</b>	<b>163,064</b>	<b>5.5%</b>

# COUNTY OF HENRICO, VIRGINIA

Education  
\$650,376,582



Total General Fund  
\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA**  
**EDUCATION - ALL FUNDS**

	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>
	<b>Actual</b>	<b>Original</b>	<b>Proposed</b>
<b>Education - General Fund</b>			
Instruction	\$410,570,576	\$454,023,975	\$492,870,089
Administration/Attendance & Health	70,509,596	78,827,759	82,044,853
Pupil Transportation	29,563,733	33,852,736	37,423,009
Operations and Maintenance	2,103,569	2,657,161	3,986,334
Technology	42,104,083	33,294,426	34,052,297
<b>Total Education General Fund</b>	<b><u>\$554,851,557</u></b>	<b><u>\$602,656,057</u></b>	<b><u>\$650,376,582</u></b>
<b>Education - Special Revenue Fund</b>			
School Food Service	\$22,693,936	\$25,641,197	\$28,013,829
Children's Services Act (CSA)*	14,122,232	14,400,000	16,006,273
State, Federal, and Other Grants:			
Categorical Aid - State	14,564,197	21,673,881	20,954,119
Non-Categorical Aid	1,268,208	5,231,187	4,318,940
Categorical Aid - Federal	55,612,011	34,614,623	40,029,373
Miscellaneous	5,380,576	8,540,821	8,425,309
Subtotal Grants	76,824,992	70,060,512	73,727,741
<b>Total Special Revenue Fund</b>	<b><u>\$113,641,160</u></b>	<b><u>\$110,101,709</u></b>	<b><u>\$117,747,843</u></b>
<b>Education - Debt Service Fund</b>			
Education Debt Service	45,412,860	50,184,005	49,942,429
<b>Total Debt Service Fund</b>	<b><u>\$45,412,860</u></b>	<b><u>\$50,184,005</u></b>	<b><u>\$49,942,429</u></b>
<b>Total Education - All Funds</b>	<b><u>\$713,905,577</u></b>	<b><u>\$762,941,771</u></b>	<b><u>\$818,066,854</u></b>

# EDUCATION

## DESCRIPTION

Grounded by its strategic plan, [Destination 2025](#), Henrico County Public Schools (HCPS) is responsible for the instructional programming, construction, operation, educational research, student testing and assessment, program audit services, policy management, and maintenance of educational facilities in the County. The School Board, elected by the voters of Henrico County by magisterial district, is charged with providing a total educational environment to prepare the students of today for the world of tomorrow. The Superintendent, appointed by the School Board as the Chief Administrative Officer, is charged with establishing and supervising the policies of the Henrico County Public Schools in accordance with the laws of the Commonwealth of Virginia, the regulations adopted by the State Board of Education, and the directives of the Henrico County School Board, which are guided by the mission statement: *Henrico County Public Schools, an innovative leader in educational excellence, will actively engage our students in diverse academic, social, and civic learning experiences that inspire and empower them to become contributing citizens.*

The HCPS divisions of Chief of Staff, School Leadership, Learning, Operations, Finance and Administration, Human Resources, Equity and Diversity, Communications, Family and Community Engagement, and School Board and Superintendent have been established to accomplish the educational objectives of the county. A description of each follows:

The **Division of the Chief of Staff** oversees policy and constituency relations, and includes the Department of Assessment, Research, and Evaluation (DARE).

The **Division of School Leadership** provides a supportive structure that develops current and future school leaders. The division creates a climate of collaboration by establishing structures that foster shared learning across all 74 schools and centers. It includes the department of Disciplinary Review.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 533,894,577	\$ 593,397,512	\$ 632,751,331	6.6%
Operation	94,364,810	101,799,089	117,338,376	15.3%
Capital	40,233,330	17,561,165	18,034,718	2.7%
Debt Service	45,635,554	50,184,005	49,942,429	(0.5%)
Total	<u>\$ 714,128,271</u>	<u>\$ 762,941,771</u>	<u>\$ 818,066,854</u>	<u>7.2%</u>
Personnel Complement	7,322	7,441	7,491	50
Average Daily Membership	48,936	49,157	48,949	(208)

## DESCRIPTION (CONTINUED)

The **Division of Learning** includes the departments of Teaching, Learning and Innovation, Exceptional Education, Student Support and Wellness, Federal Programs and Foundational Learning, and Professional Leadership and Leadership. These departments provide instructional programs to students in pre-K through 12th grade and provide support in the areas of exceptional education, foundational learning, school counseling, professional development, school quality, school psychology, school social work, school-based mental health, student health services, and extended learning.

The **Division of Operations** supports building construction and maintenance, warehousing, pupil transportation, planning, and technology.

The **Division of Finance and Administration** includes the areas of school finance, budget, payroll, general services, school nutrition services, and support for Oracle, as well as the school division's human resources management system.

The **Division of Human Resources** provides support to all HCPS divisions through recruitment, selection, assignment, and evaluation of personnel.

The **Division of Equity, Diversity, and Opportunity** develops, implements, and assesses the school division's short and long-range equity and cultural diversity strategic plans, and coordinates related professional development for staff members

The **Division of Communications** supports meaningful two-way communication with students and their families, employees, and the Henrico community. The communications team is also responsible for media services, television services, and legislative services.

The **Division of Family and Community Engagement** provides support to various HCPS divisions through guidance and direction for engagement strategies, connections to families and communities, and best practice frameworks regarding the school division's family and community engagement efforts.

Finally, the **Division of the School Board and the Superintendent** is responsible for complying with federal and state laws, regulations, and standards, and conducting policy management, constituency services, educational research, student testing and assessment, and program audit services.

## OBJECTIVES

- Achieve academic excellence by transforming teaching and learning to provide engaging learner-centered experiences for all students.
- Foster an inclusive, safe, and supportive climate for all stakeholders.
- Recruit, retain, and reward educators who nurture the whole child.
- Cultivate and maintain meaningful, collaborative partnerships to enrich the student experience and provide relevant learning opportunities.

## Education

- Leverage the school division's strength of diversity and lead dialogue to ensure equity and access for all.
- Provide equitable and secure physical learning environments that inspire community pride.

## BUDGET HIGHLIGHTS

The total budget for Henrico County Public Schools in FY24, which includes the General Fund budget, School Cafeteria Fund, State and Federal Grants Fund, and the education portion of the Debt Service Fund, is \$818,066,854. This reflects an increase of \$55,125,083, or 7.2%, when compared to the FY23 approved budget.

Of the total, \$650,376,582 is the General Fund budget for HCPS. The General Fund budget represents 79.5% of the total HCPS budget. The General Fund reflects an overall increase of \$47,720,525, or 7.9% when compared to the FY23 budget. The funding for the General Fund budget is accounted for as follows: State revenues are expected to fund \$353,995,000 or 54.4% of the FY24 budget; Federal revenues account for \$385,000, and local resources fund \$295,996,582, an increase of \$17,937,525 or 6.4%, compared to FY23. HCPS' personnel component increase includes a salary increase, an increase for employee health insurance, continuation of career ladders, additional funding for 7 new positions for the expansion of the Achievable Dream Academy, 8 positions for the second year phase-in for new specialty centers at Varina High School and Hermitage High School, converting 20 special education IA positions to full time, adding 5 new ESL positions and 10 new family advocate positions.

The FY24 budget for HCPS continues the County's commitment to growing the Achievable Dream Academy, which started in FY18. HCPS entered into an agreement to participate in this program in FY17. This program is designed to support children to improve their academic performance in school, encourage appropriate behavior and citizenship, and increase their school attendance. The total budget for this program in FY24 is \$7,813,960, which includes additional funds to expand the academy to grade 8 as the start of developing the secondary portion of the program.

General fund operating adjustments include \$1,690,000 for rising diesel fuel charges, \$4,587,500 for student software cost increases, and \$340,000 central maintenance and utility charges related to moving the Adult Education Center to Regency Square.

To provide a 21st-century education to the students in Henrico County, Education's FY24 General Fund and Special Revenue Fund Budgets include \$17,037,444 for technology. Included in this amount is funding for laptop leases. The laptop initiative began in FY02 when the School system entered into an agreement to provide laptop computers to all high school students and 7th and 8th graders. In FY03, the agreement was amended to include 6th-grade students. The projected cost for the laptop initiative in FY24 is \$11,740,003, which is a reduction of \$1,201,997 or 9.3% compared to FY23.

There are two components of the HCPS budget included in the Special Revenue Fund. These components are the School Cafeteria Fund and the State and Federal Grants Fund, there are no local tax dollars allocated to these funds. In the case of grants within the State and Federal Grant Fund that require a local match, those dollars are provided through utilization of General Fund expenses.

The FY24 budget for the School Cafeteria Fund is \$28,013,829, which reflects an increase of \$2,372,632 or 10.8% compared to the FY23 budget. The increase is primarily due to an increase in compensation related to the proposed compensation plan for FY24 along with advancing salaries toward a minimum \$15 per hour.

## *Education*

The FY24 budget for the State and Federal Grants Fund is \$89,734,014, which reflects an increase of \$5,273,502 or 6.2% when compared to the FY23 approved budget. This fund is where HCPS accounts for grant funds, mostly from the Commonwealth of Virginia or the Federal Government. Examples include the Title I-A program, the Algebra Readiness Grant, and the Head Start Program. Included in the FY24 State and Federal Grants fund is \$16,006,273 in grant funding related to the Children's Services Act (CSA). These funds are expected to cover expenses for children referred for CSA services by HCPS, including private day placements for students in foster care. Additional information can be found in the CSA narrative, located elsewhere in this document.

The amount budgeted for debt service related to education is \$49,942,429, which reflects a decrease of \$241,576 or 0.5% compared to the last fiscal year. The education debt service is for outstanding debt related to the issue of General Obligation (G.O.) bonds and bonds issued through the Virginia Public School Authority (VPSA). More information on debt issued and total debt service can be found in the debt service fund narrative within this document.

The capital budget for HCPS in FY23 totals \$105,550,000 including \$5.05 million for the Douglas S. Freeman High School HVAC replacement and \$86.0 million funded through the FY22 Bond Projects with \$32.5 million for Jackson Davis Elementary School replacement, \$31.5 million for Longan Elementary School replacement, \$12.0 million for the Environmental Education Center Living Building, and \$10.0 million for planning the replacement of Quiocassin Middle School. In FY24, funding of \$20.5 million will go towards maintenance projects including \$9.0 million of meals tax for maintenance capital projects and \$6.0 million for school bus replacements. \$2.5 million will be allocated for roof and mechanical improvements, \$2.0 million will go towards technology infrastructure in schools, and \$1.0 million will address playground replacements.

The School Resource Officer (SRO) program provides a safer environment for the students and staff of the schools while also providing a positive role model and adviser to the students. As a joint effort with the Division of Police, a uniformed Police Officer is assigned to middle and high schools in the County. With the addition of 10 SRO positions added to the complement from various vacant County positions in FY23, a total of 47 Police Officers participate in the program.

County and School leadership continue to work together to improve efficiency and optimize service and cost savings by combining services. In FY17, the print shop function of HCPS was combined with the print shop in the general government's Department of General Services to reduce redundant operations. This collaboration created savings of \$34,389. In FY18, the technology section for HCPS began collaborating with the general government's Information Technology Department to reduce redundant operations within the data centers. In FY19, the County Attorney's budget included a new attorney position for HCPS' special education cases. In FY20, the Internal Audit functions of HCPS and the general government were combined to reduce redundant operations. Combining resources is a continued effort to provide more resources to student instruction.



## Education - General Fund Operating Budget Henrico County, Virginia FY 2023-24

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50101 Elementary School Education	129,689,733	140,206,030	148,698,182	8,492,152	6.1%
50105 Deputy Superintendent	574,201	3,882,837	1,007,208	-2,875,629	-74.1%
50111 Assistant Superintendent for Instruction	515,869	2,821,469	633,235	-2,188,234	-77.6%
50113 Community Organizations	25,722	64,765	84,765	20,000	30.9%
50114 Substitutes	7,056,355	8,089,952	9,218,372	1,128,420	13.9%
50115 Teaching, Learning, and Innovation - Elementary	459,623	648,854	2,777,077	2,128,223	328.0%
50116 Teaching, Learning, and Innovation - Secondary	1,440,343	1,701,437	2,668,257	966,820	56.8%
50121 High School Education	139,411,308	153,154,381	165,332,027	12,177,646	8.0%
50123 Gifted	5,775,699	6,711,066	6,768,945	57,879	0.9%
50131 Career and Technical Education	27,975,162	31,345,693	34,912,691	3,566,998	11.4%
50132 Adult Basic Education	230,016	472,682	507,421	34,739	7.3%
50133 General Adult Education	633,939	666,572	649,176	-17,396	-2.6%
50134 Disciplinary Review	685,321	504,709	420,555	-84,154	-16.7%
50135 Student Support and Wellness	142,699	251,405	1,077,048	825,643	328.4%
50140 Exception Education	60,316,640	66,503,497	70,764,744	4,261,247	6.4%
50141 Psychological Services	2,859,723	3,332,226	3,914,056	581,830	17.5%
50142 Social Work Services	2,873,533	3,298,949	4,343,516	1,044,567	31.7%
50143 School Counseling Services	16,795,687	19,191,675	20,940,859	1,749,184	9.1%
50151 Technology	34,212,079	23,586,462	23,658,366	71,904	0.3%
50152 Information Services	10,981,446	11,590,264	13,050,622	1,460,358	12.6%



<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50153	Staff Development	1,180,898	1,792,657	4,079,223	2,286,566	127.6%
50157	Instructional Technology	6,846,748	8,560,104	9,216,098	655,994	7.7%
50158	Student Information Systems	1,045,256	1,147,860	1,177,833	29,973	2.6%
50210	School Improvement	1,520,860	1,675,692	2,029,318	353,626	21.1%
50211	Department of Assessment, Research and Evaluation	1,997,662	2,027,374	2,334,432	307,058	15.1%
50212	Records Management	218,774	232,583	254,097	21,514	9.3%
50221	Human Resources	2,768,269	3,344,735	3,801,435	456,700	13.7%
50222	Student Health Services	6,432,897	7,408,033	8,512,929	1,104,896	14.9%
50231	Public Relations	1,449,497	2,197,914	2,281,257	83,343	3.8%
50232	Television Services	654,072	459,247	1,705,077	1,245,830	271.3%
50301	Assistant Superintendent for Operations	1,076,038	1,504,774	2,240,424	735,650	48.9%
50302	Pupil Transportation	29,563,733	33,852,736	37,423,009	3,570,273	10.5%
50331	Construction and Maintenance	38,046,654	40,804,647	43,186,820	2,382,173	5.8%
50332	Utilities	13,720,786	13,155,668	13,535,668	380,000	2.9%
50401	Assistant Superintendent for Finance	1,624,765	1,804,398	1,913,610	109,212	6.1%
50402	Budget	430,896	460,765	502,607	41,842	9.1%
50403	Payroll	1,031,167	1,377,152	1,564,102	186,950	13.6%
50404	General Services	1,017,612	1,137,377	1,159,963	22,586	2.0%
50501	School Board	422,277	412,065	447,783	35,718	8.7%
50502	Superintendent	496,387	516,554	583,431	66,877	12.9%
50503	Legal Services	22,832	181,700	181,700	0	0.0%
50505	Equity and Diversity	628,379	577,097	818,644	241,547	41.9%
<b>Total All Cost Centers</b>		<b>554,851,557</b>	<b>602,656,057</b>	<b>650,376,582</b>	<b>47,720,525</b>	<b>7.9%</b>



**Operating Budget Education - General Fund**  
**Henrico County, Virginia**  
**FY 2023-24**  
*Sorted by Natural Account*

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50104 Temporary Salaries and Wages - Regular	-8,348	0	0	0	0.0%
50106 Board and Commissions	111,076	108,795	123,189	14,394	13.2%
50108 Hybrid Disability Prgm (Prev Wage Adj)	983,333	565,500	565,500	0	0.0%
50110 FICA	24,931,212	28,067,516	29,902,735	1,835,219	6.5%
50111 Retirement VRS	51,367,110	58,362,186	63,557,453	5,195,267	8.9%
50112 Hospital/Medical Plans	53,765,299	59,696,698	61,133,320	1,436,622	2.4%
50113 Group Insurance - Life (VRS)	4,179,560	4,715,183	5,143,313	428,130	9.1%
50114 Unemployment Insurance	23,892	309,542	309,532	-10	-0.0%
50115 Workers' Compensation	141,123	0	0	0	0.0%
50116 Mileage Supplement	438,164	392,948	610,834	217,886	55.4%
50118 Early Retirement (ERIP)	8,413	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	3,440,185	3,677,053	3,923,259	246,206	6.7%
50123 Post Retirement Salaries and Wages - Instructional	781,610	788,716	979,726	191,010	24.2%
50124 Post Retirement Salaries and Wages - Instructional Substitutes	1,343,939	1,306,297	954,802	-351,495	-26.9%
50125 Post Retirement Salaries and Wages - Librarians	122,892	0	92,088	92,088	100.0%
50126 Post Retirement Salaries and Wages - Other Professional	263,826	314,076	244,458	-69,618	-22.2%
50127 Post Retirement Salaries and Wages - Nurses	6,999	6,999	6,999	0	0.0%
50128 Post Retirement Salaries and Wages - Psychologists	19,411	0	0	0	0.0%
50129 Post Retirement Salaries and Wages - Technology Technical Development	0	0	17,609	17,609	100.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	4,182,026	4,380,571	4,826,497	445,926	10.2%

<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50131	Full-Time Salaries and Wages - Regular - Superintendent	270,022	268,562	290,585	22,023	8.2%
50132	Full-Time Salaries and Wages - Regular - Assistant Superintendents	871,399	919,859	985,474	65,615	7.1%
50133	Full-Time Salaries and Wages - Regular - Instructional	212,825,417	236,933,937	248,108,428	11,174,491	4.7%
50134	Full-Time Salaries and Wages - Regular - Librarians	5,292,511	5,843,297	6,295,978	452,681	7.7%
50135	Full-Time Salaries and Wages - Regular - Principals	8,271,325	8,606,031	9,250,585	644,554	7.5%
50136	Full-Time Salaries and Wages - Regular - Assistant Principals	10,419,558	11,156,342	12,405,770	1,249,428	11.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	7,248,531	8,845,525	10,328,120	1,482,595	16.8%
50138	Full-Time Salaries and Wages - Regular - Nurses	3,931,467	4,559,610	5,338,792	779,182	17.1%
50139	Full-Time Salaries and Wages - Regular - Psychologists	1,863,523	2,228,390	2,242,934	14,544	0.7%
50140	Full-Time Salaries and Wages - Regular - Technology Technical Development	879,362	612,727	552,703	-60,024	-9.8%
50141	Full-Time Salaries and Wages - Regular - Technical	3,477,521	3,766,138	4,484,022	717,884	19.1%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	5,361,112	6,300,959	7,427,754	1,126,795	17.9%
50143	Full-Time Salaries and Wages - Regular - Clerical	12,678,939	14,087,325	15,397,036	1,309,711	9.3%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	9,539,760	11,779,025	13,199,769	1,420,744	12.1%
50145	Full-Time Salaries and Wages - Regular - Trades	4,949,464	5,713,361	6,062,873	349,512	6.1%
50146	Full-Time Salaries and Wages - Regular - Operative	10,340,146	12,513,075	12,715,705	202,630	1.6%
50147	Full-Time Salaries and Wages - Regular - Laborer	2,008,419	2,513,861	2,592,217	78,356	3.1%
50148	Full-Time Salaries and Wages - Regular - Service	10,980,828	12,222,814	11,793,708	-429,106	-3.5%
50151	Full-Time Salaries and Wages - Overtime - Nurses	6,339	0	0	0	0.0%
50154	Full-Time Salaries and Wages - Overtime - Technical	70,073	36,411	36,411	0	0.0%
50155	Full-Time Salaries and Wages - Overtime - Technology Technical Support	26,581	13,060	13,060	0	0.0%
50156	Full-Time Salaries and Wages - Overtime - Clerical	50,855	7,143	7,143	0	0.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	15,770	10,300	15,150	4,850	47.1%
50158	Full-Time Salaries and Wages - Overtime - Trades	183,849	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50159 Full-Time Salaries and Wages - Overtime - Operative	738,691	268,940	302,800	33,860	12.6%
50160 Full-Time Salaries and Wages - Overtime - Laborer	107,220	0	0	0	0.0%
50161 Full-Time Salaries and Wages - Overtime - Service	414,407	397,406	397,406	0	0.0%
50162 Post Retirement Salaries and Wages - Technical	87,628	32,528	29,725	-2,803	-8.6%
50164 Post Retirement Salaries and Wages - Clerical	240,530	268,936	148,909	-120,027	-44.6%
50166 Part-Time Salaries and Wages - Regular - Instructional	273	0	0	0	0.0%
50179 Part-Time Salaries and Wages - Regular - Operative	461	66,315	66,096	-219	-0.3%
50181 Part-Time Salaries and Wages - Regular - Service	565,266	729,507	799,927	70,420	9.7%
50182 Post Retirement Salaries and Wages - Instructional Assistants	29,214	29,213	13,062	-16,151	-55.3%
50183 Post Retirement Salaries and Wages - Trades	92,971	92,970	73,368	-19,602	-21.1%
50196 Part-Time Salaries and Wages - Overtime - Service	2,800	0	0	0	0.0%
50197 Post Retirement Salaries and Wages - Laborer	411	0	0	0	0.0%
50198 Post Retirement Salaries and Wages - Service	40,637	40,335	40,335	0	0.0%
50200 Medical Services	42,074	70,000	70,000	0	0.0%
50201 Legal Services	22,832	181,700	181,700	0	0.0%
50202 Accounting And Auditing Services	109,850	110,000	120,000	10,000	9.1%
50203 Management Consulting	43,016	50,000	50,000	0	0.0%
50204 Engineering/Architectural Services	5,435	27,000	27,000	0	0.0%
50207 Professional Education Services	170,107	362,653	1,075,658	713,005	196.6%
50209 Other Professional Services	283,098	1,924,769	1,886,649	-38,120	-2.0%
50210 Maintenance and Repairs	2,819,791	2,061,298	2,782,036	720,738	35.0%
50211 Maintenance Service Contracts	1,030,342	638,810	1,034,078	395,268	61.9%
50212 Vehicle Repair	4,100,964	3,939,775	4,126,713	186,938	4.7%
50220 Lease/Rent Of Equipment	733,591	1,238,727	1,489,247	250,520	20.2%

<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50221	Lease/Rent Of Buildings	1,045,336	1,321,818	1,771,750	449,932	34.0%
50240	Printing and Binding	52,444	89,061	96,465	7,404	8.3%
50250	Advertising	32,676	51,574	55,793	4,219	8.2%
50260	Laundry and Dry Cleaning	364	2,000	5,000	3,000	150.0%
50265	Field Trips	15,796	83,690	90,853	7,163	8.6%
50270	Other Contractual Services	4,532,327	5,751,542	7,584,833	1,833,291	31.9%
50280	Janitorial	10,680	11,100	31,500	20,400	183.8%
50290	Purchase of Services from Other Governments	0	0	65,000	65,000	100.0%
50291	Tuition Paid - Other Divisions In-State	3,082,683	3,136,607	3,354,663	218,056	7.0%
50292	Tuition Paid - Other Divisions Out-of-State	25,990	0	25,000	25,000	100.0%
50310	Automotive/Motor Pool	1,472	0	0	0	0.0%
50400	Electric Services	10,028,154	9,341,900	9,341,900	0	0.0%
50401	Heating Services	1,488,167	1,585,000	1,585,000	0	0.0%
50402	Water Service	540,001	500,000	550,000	50,000	10.0%
50403	Sewer Service	496,401	500,000	520,000	20,000	4.0%
50404	Refuse Service	362,131	350,000	786,726	436,726	124.8%
50410	Postal Services	169,884	188,789	192,644	3,855	2.0%
50412	Telecommunications	2,498,531	2,896,500	2,986,000	89,500	3.1%
50430	Mileage	3,890	10,500	10,500	0	0.0%
50431	Education and Training	450,179	937,803	1,605,601	667,798	71.2%
50441	Payment To Other Civic/Community Organizations	28,622	67,665	87,665	20,000	29.6%
50450	Dues And Association Memberships	244,355	267,340	287,015	19,675	7.4%
50455	Tuition	555,832	160,000	259,000	99,000	61.9%
50459	Other Charges Miscellaneous	-479,448	1,741,242	335,040	-1,406,202	-80.8%

<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50481	Claims And Contingencies - Schools	1,222,060	0	0	0	0.0%
50490	Purchasing Cards Suspense	-252	0	0	0	0.0%
50500	Office Supplies	416,301	473,462	508,855	35,393	7.5%
50501	Food Supplies and Food Service Supplies	146,693	215,734	292,428	76,694	35.6%
50502	Agricultural Supplies	90,213	115,000	115,000	0	0.0%
50503	Medical and Laboratory Supplies	33,997	105,600	91,000	-14,600	-13.8%
50504	Laundry, Housekeeping, and Janitorial Supplies	1,036,820	1,030,000	1,030,000	0	0.0%
50505	Linen Supplies	20	0	0	0	0.0%
50506	Repair and Maintenance Supplies	826,927	915,908	918,500	2,592	0.3%
50507	Gasoline	329,270	397,300	397,800	500	0.1%
50508	Diesel Fuel	2,787,202	2,500,000	4,190,000	1,690,000	67.6%
50509	Vehicle and Powered Equipment Supplies	666	0	0	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	158,126	214,700	322,586	107,886	50.2%
50512	Books and Subscriptions	499,938	400,390	558,956	158,566	39.6%
50513	Educational and Recreational Supplies	3,435,375	4,725,531	5,119,540	394,009	8.3%
50514	Other Operating Supplies	311,050	516,408	585,482	69,074	13.4%
50517	Small Tools	49,209	39,006	44,222	5,216	13.4%
50519	Textbooks	251,223	259,000	334,000	75,000	29.0%
50521	Computer Software	2,631,210	3,053,599	7,751,012	4,697,413	153.8%
50523	Instructional Materials	25,097	2,698	7,000	4,302	159.5%
50801	Machinery and Equipment-New \$10,000 and Over	10,366	29,444	130,064	100,620	341.7%
50802	Furniture and Fixtures-New \$10,000 and Over	14,236	0	20,000	20,000	100.0%
50803	Telecommunications Equipment-New \$10,000 and Over	271	0	0	0	0.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	22,934	29,000	249,000	220,000	758.6%

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50805	Computer Equipment-New \$10,000 and Over	487	0	0	0	0.0%
50806	Technology Infrastructure - New \$10,000 and Over	401,576	0	0	0	0.0%
50807	Capital Leases	11,282,758	12,942,002	11,740,003	-1,201,999	-9.3%
50811	Machinery and Equipment-New Less Than \$10,000	431,587	533,478	567,213	33,735	6.3%
50812	Furniture and Fixtures-New Less Than \$10,000	120,587	178,078	600,919	422,841	237.4%
50813	Telecommunications Equipment-New Less Than \$10,000	68,716	103,740	118,368	14,628	14.1%
50815	Computer Equipment-New Less Than \$10,000	944,761	174,934	384,518	209,584	119.8%
50821	Machinery and Equipment-Replacement \$10,000 and Over	181,663	50,000	140,000	90,000	180.0%
50822	Furniture and Fixtures-Replacement \$10,000 and Over	57,670	46,000	49,046	3,046	6.6%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	594,706	240,000	580,000	340,000	141.7%
50825	Computer Equipment-Replacement \$10,000 and Over	0	6,770	0	-6,770	-100.0%
50826	Technology Infrastructure - Replacement \$10,000 and Over	12,820,500	0	0	0	0.0%
50831	Machinery and Equipment-Replacement Less Than \$10,000	133,560	304,651	970,499	665,848	218.6%
50832	Furniture and Fixtures-Replacement Less Than \$10,000	113,581	75,726	207,059	131,333	173.4%
50833	Telecommunications Equipment – Replacement Less Than \$10,000	3,250	10,123	4,700	-5,423	-53.6%
50835	Computer Equipment-Replacement Less Than \$10,000	175,959	24,295	76,990	52,695	216.9%
50931	Temporary Salaries and Wages - Regular - Administrative	28,369	35,920	27,158	-8,762	-24.4%
50932	Temporary Salaries and Wages - Regular - Instructional	3,034,980	3,483,416	3,707,337	223,921	6.4%
50933	Temporary Salaries and Wages - Regular - Librarians	2,134	0	0	0	0.0%
50934	Temporary Salaries and Wages - Regular - Principals	319,247	80,348	86,937	6,589	8.2%
50935	Temporary Salaries and Wages - Regular - Assistant Principals	8,416	0	0	0	0.0%
50936	Temporary Salaries and Wages - Regular - Other Professional	187,970	65,825	70,883	5,058	7.7%
50937	Temporary Salaries and Wages - Regular - Nurses	46,474	67,871	71,556	3,685	5.4%
50938	Temporary Salaries and Wages - Regular - Psychologists	19,390	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50940 Temporary Salaries and Wages - Regular - Technical	870,363	844,247	1,036,359	192,112	22.8%
50941 Temporary Salaries and Wages - Regular - Technology Technical Support	4,143	45,240	48,950	3,710	8.2%
50942 Temporary Salaries and Wages - Regular - Clerical	465,967	634,517	700,664	66,147	10.4%
50943 Temporary Salaries and Wages - Regular - Instructional Assistants	2,563,649	935,553	1,020,821	85,268	9.1%
50944 Temporary Salaries and Wages - Regular - Trades	16,604	31,712	35,215	3,503	11.0%
50945 Temporary Salaries and Wages - Regular - Operative	1,187,391	682,557	737,204	54,647	8.0%
50946 Temporary Salaries and Wages - Regular - Laborer	36,121	90,981	93,627	2,646	2.9%
50947 Temporary Salaries and Wages - Regular - Service	77,470	197,791	214,010	16,219	8.2%
50949 Temporary Salaries and Wages - Overtime - Other Professional	206	0	0	0	0.0%
50950 Temporary Salaries and Wages - Overtime - Nurses	0	0	0	0	0.0%
50953 Temporary Salaries and Wages - Overtime - Technical	6,046	0	0	0	0.0%
50955 Temporary Salaries and Wages - Overtime - Clerical	22,814	0	0	0	0.0%
50956 Temporary Salaries and Wages - Overtime - Instructional Assistants	20,232	0	0	0	0.0%
50957 Temporary Salaries and Wages - Overtime - Trades	21,604	0	0	0	0.0%
50958 Temporary Salaries and Wages - Overtime - Operative	8,554	0	0	0	0.0%
50963 Salaries and Wages - Regular - School Substitute - Instructional	6,032,179	7,649,398	8,616,750	967,352	12.6%
50971 Salaries and Wages - Regular - School Substitute - Technical	24,564	0	0	0	0.0%
50973 Salaries and Wages - Regular - School Substitute - Clerical	273,209	0	0	0	0.0%
50974 Salaries and Wages - Regular - School Substitute - Instructional Assistants	179,961	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	3,182,368	4,276,474	6,859,378	2,582,904	60.4%
50996 Salaries and Wages - Supplemental Sign On Bonus	15,000	75,886	75,886	0	0.0%
50997 Salaries and Wages - Supplemental Bonus	13,250	558,399	558,399	0	0.0%
50999 Other Benefits	20,000	32,500	32,500	0	0.0%



<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Fund Total</b>	554,851,557	602,656,057	650,376,582	47,720,525	7.9%



## Education - General Fund Operating Line Item Budget By Cost Center Henrico County, Virginia FY 2023-24

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>50101 Elementary School Education</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	268,764	155,000	155,000	0	0.0%
50110 FICA	6,486,721	7,126,949	7,560,202	433,253	6.1%
50111 Retirement VRS	14,073,902	15,310,870	16,508,669	1,197,799	7.8%
50112 Hospital/Medical Plans	14,151,574	15,111,845	15,835,637	723,792	4.8%
50113 Group Insurance - Life (VRS)	1,137,126	1,232,458	1,331,234	98,776	8.0%
50115 Workers' Compensation	3,091	0	0	0	0.0%
50116 Mileage Supplement	64,027	55,650	75,874	20,224	36.3%
50118 Early Retirement (ERIP)	1,696	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	1,026,816	1,082,989	1,145,146	62,157	5.7%
50123 Post Retirement Salaries and Wages - Instructional	372,058	368,626	459,067	90,441	24.5%
50124 Post Retirement Salaries and Wages - Instructional Substitutes	598,090	591,976	441,147	-150,829	-25.5%
50126 Post Retirement Salaries and Wages - Other Professional	26,787	26,787	26,787	0	0.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	409,822	431,374	466,747	35,373	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	71,116,414	77,845,008	81,651,692	3,806,684	4.9%
50135 Full-Time Salaries and Wages - Regular - Principals	5,102,870	5,232,304	5,538,508	306,204	5.9%
50136 Full-Time Salaries and Wages - Regular - Assistant Principals	3,697,604	3,928,698	4,298,897	370,199	9.4%
50138 Full-Time Salaries and Wages - Regular - Nurses	-3,937	0	0	0	0.0%
50141 Full-Time Salaries and Wages - Regular - Technical	43,326	42,675	49,538	6,863	16.1%
50143 Full-Time Salaries and Wages - Regular - Clerical	3,512,715	3,957,591	4,440,172	482,581	12.2%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	906,898	1,057,586	1,216,503	158,917	15.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50154	Full-Time Salaries and Wages - Overtime - Technical	914	0	0	0	0.0%
50156	Full-Time Salaries and Wages - Overtime - Clerical	7,662	0	0	0	0.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	7,598	0	0	0	0.0%
50164	Post Retirement Salaries and Wages - Clerical	29,693	29,693	20,526	-9,167	-30.9%
50166	Part-Time Salaries and Wages - Regular - Instructional	273	0	0	0	0.0%
50207	Professional Education Services	1,450	9,350	8,850	-500	-5.3%
50212	Vehicle Repair	18,635	0	19,000	19,000	100.0%
50240	Printing and Binding	1,457	3,100	3,100	0	0.0%
50265	Field Trips	2,135	56,690	56,690	0	0.0%
50270	Other Contractual Services	1,601,150	2,880,786	3,005,531	124,745	4.3%
50410	Postal Services	20,383	20,775	20,279	-496	-2.4%
50431	Education and Training	12,036	7,000	14,000	7,000	100.0%
50450	Dues And Association Memberships	40	0	0	0	0.0%
50455	Tuition	500	0	0	0	0.0%
50481	Claims And Contingencies - Schools	1,222,060	0	0	0	0.0%
50500	Office Supplies	167,467	172,689	180,853	8,164	4.7%
50501	Food Supplies and Food Service Supplies	9,527	8,100	13,600	5,500	67.9%
50507	Gasoline	4,100	0	0	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	2,877	26,600	26,600	0	0.0%
50512	Books and Subscriptions	788	28,000	28,000	0	0.0%
50513	Educational and Recreational Supplies	856,824	870,297	924,029	53,732	6.2%
50514	Other Operating Supplies	104	1,600	1,600	0	0.0%
50517	Small Tools	122	0	0	0	0.0%
50801	Machinery and Equipment-New \$10,000 and Over	4,153	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50805 Computer Equipment-New \$10,000 and Over	487	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	8,988	6,652	14,720	8,068	121.3%
50812 Furniture and Fixtures-New Less Than \$10,000	17,296	33,712	42,747	9,035	26.8%
50813 Telecommunications Equipment-New Less Than \$10,000	27,216	49,798	30,200	-19,598	-39.4%
50815 Computer Equipment-New Less Than \$10,000	47,496	14,765	51,789	37,024	250.8%
50831 Machinery and Equipment-Replacement Less Than \$10,000	0	1,000	2,500	1,500	150.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	13,225	2,400	10,921	8,521	355.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	1,896	2,774	0	-2,774	-100.0%
50835 Computer Equipment-Replacement Less Than \$10,000	71	1,378	4,564	3,186	231.2%
50932 Temporary Salaries and Wages - Regular - Instructional	1,252,178	1,382,276	1,392,800	10,524	0.8%
50934 Temporary Salaries and Wages - Regular - Principals	152,075	0	0	0	0.0%
50935 Temporary Salaries and Wages - Regular - Assistant Principals	8,416	0	0	0	0.0%
50937 Temporary Salaries and Wages - Regular - Nurses	150	0	0	0	0.0%
50940 Temporary Salaries and Wages - Regular - Technical	531,926	350,827	508,367	157,540	44.9%
50942 Temporary Salaries and Wages - Regular - Clerical	57,242	56,662	61,276	4,614	8.1%
50943 Temporary Salaries and Wages - Regular - Instructional Assistants	82,423	14	0	-14	-100.0%
50953 Temporary Salaries and Wages - Overtime - Technical	2,146	0	0	0	0.0%
50955 Temporary Salaries and Wages - Overtime - Clerical	11,995	0	0	0	0.0%
50956 Temporary Salaries and Wages - Overtime - Instructional Assistants	735	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	505,460	630,706	1,054,820	424,114	67.2%
<b>Total Cost Center</b>	<b>129,689,733</b>	<b>140,206,030</b>	<b>148,698,182</b>	<b>8,492,152</b>	<b>6.1%</b>

### 50105 Deputy Superintendent

50110 FICA	26,473	106,502	33,052	-73,450	-69.0%
50111 Retirement VRS	62,829	243,767	80,768	-162,999	-66.9%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50112	Hospital/Medical Plans	31,054	212,650	48,273	-164,377	-77.3%
50113	Group Insurance - Life (VRS)	5,066	19,653	6,511	-13,142	-66.9%
50116	Mileage Supplement	3,506	3,300	4,406	1,106	33.5%
50119	Retiree Health Care Credit (VRS)	4,574	17,748	4,957	-12,791	-72.1%
50130	Full-Time Salaries and Wages - Regular - Administrative	14,260	0	0	0	0.0%
50132	Full-Time Salaries and Wages - Regular - Assistant Superintendents	190,971	198,011	204,435	6,424	3.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	1,077,482	0	-1,077,482	-100.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	119,512	128,436	213,612	85,176	66.3%
50143	Full-Time Salaries and Wages - Regular - Clerical	59,754	62,779	67,927	5,148	8.2%
50240	Printing and Binding	652	1,000	1,000	0	0.0%
50270	Other Contractual Services	0	4,000	4,000	0	0.0%
50431	Education and Training	4,773	4,600	4,600	0	0.0%
50450	Dues And Association Memberships	287	3,050	3,050	0	0.0%
50459	Other Charges Miscellaneous	0	1,680,242	200,000	-1,480,242	-88.1%
50500	Office Supplies	3,149	3,000	4,000	1,000	33.3%
50501	Food Supplies and Food Service Supplies	1,807	0	2,000	2,000	100.0%
50511	Uniforms/Wearing Apparel/ITEMS	575	0	0	0	0.0%
50512	Books and Subscriptions	3,849	6,165	6,165	0	0.0%
50513	Educational and Recreational Supplies	2,616	0	2,000	2,000	100.0%
50514	Other Operating Supplies	1,923	7,502	7,502	0	0.0%
50521	Computer Software	31,631	27,950	32,950	5,000	17.9%
50811	Machinery and Equipment-New Less Than \$10,000	282	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	235	70,000	70,000	0	0.0%
50813	Telecommunications Equipment-New Less Than \$10,000	1,083	0	1,000	1,000	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50815 Computer Equipment-New Less Than \$10,000	3,340	5,000	5,000	0	0.0%
<b>Total Cost Center</b>	574,201	3,882,837	1,007,208	-2,875,629	-74.1%
<b>50111 Assistant Superintendent for Instruction</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	111	1,000	1,000	0	0.0%
50110 FICA	25,448	130,338	27,596	-102,742	-78.8%
50111 Retirement VRS	59,733	295,139	69,547	-225,592	-76.4%
50112 Hospital/Medical Plans	25,449	244,764	32,114	-212,650	-86.9%
50113 Group Insurance - Life (VRS)	4,816	23,796	5,607	-18,189	-76.4%
50116 Mileage Supplement	5,448	5,100	6,937	1,837	36.0%
50119 Retiree Health Care Credit (VRS)	4,348	4,609	5,063	454	9.9%
50130 Full-Time Salaries and Wages - Regular - Administrative	137,562	147,834	163,750	15,916	10.8%
50132 Full-Time Salaries and Wages - Regular - Assistant Superintendents	175,671	184,564	199,698	15,134	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	0	1,394,900	0	-1,394,900	-100.0%
50143 Full-Time Salaries and Wages - Regular - Clerical	46,171	48,508	55,006	6,498	13.4%
50207 Professional Education Services	0	4,000	4,000	0	0.0%
50431 Education and Training	6,132	13,000	13,000	0	0.0%
50450 Dues And Association Memberships	229	2,547	2,547	0	0.0%
50455 Tuition	500	0	0	0	0.0%
50490 Purchasing Cards Suspense	-252	0	0	0	0.0%
50500 Office Supplies	91	2,650	2,650	0	0.0%
50501 Food Supplies and Food Service Supplies	2,266	5,000	5,000	0	0.0%
50512 Books and Subscriptions	124	3,165	3,165	0	0.0%
50513 Educational and Recreational Supplies	215	12,500	12,500	0	0.0%
50514 Other Operating Supplies	631	2,555	2,555	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50521 Computer Software	0	295,000	0	-295,000	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	9,048	500	9,500	9,000	1,800.0%
50815 Computer Equipment-New Less Than \$10,000	12,128	0	12,000	12,000	100.0%
<b>Total Cost Center</b>	<b>515,869</b>	<b>2,821,469</b>	<b>633,235</b>	<b>-2,188,234</b>	<b>-77.6%</b>

### 50113 Community Organizations

50441 Payment To Other Civic/Community Organizations	25,722	64,765	84,765	20,000	30.9%
<b>Total Cost Center</b>	<b>25,722</b>	<b>64,765</b>	<b>84,765</b>	<b>20,000</b>	<b>30.9%</b>

### 50114 Substitutes

50110 FICA	496,915	560,913	639,152	78,239	13.9%
50111 Retirement VRS	365	0	0	0	0.0%
50112 Hospital/Medical Plans	74,951	0	0	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	-25,789	0	0	0	0.0%
50963 Salaries and Wages - Regular - School Substitute - Instructional	6,032,179	7,529,039	8,579,220	1,050,181	13.9%
50971 Salaries and Wages - Regular - School Substitute - Technical	24,564	0	0	0	0.0%
50973 Salaries and Wages - Regular - School Substitute - Clerical	273,209	0	0	0	0.0%
50974 Salaries and Wages - Regular - School Substitute - Instructional Assistants	179,961	0	0	0	0.0%
<b>Total Cost Center</b>	<b>7,056,355</b>	<b>8,089,952</b>	<b>9,218,372</b>	<b>1,128,420</b>	<b>13.9%</b>

### 50115 Teaching, Learning, and Innovation - Elementary

50110 FICA	1,633	4,920	4,438	-482	-9.8%
50111 Retirement VRS	3,773	3,987	4,314	327	8.2%
50112 Hospital/Medical Plans	2,475	5,013	3,957	-1,056	-21.1%
50113 Group Insurance - Life (VRS)	304	321	348	27	8.4%
50119 Retiree Health Care Credit (VRS)	275	290	314	24	8.3%
50143 Full-Time Salaries and Wages - Regular - Clerical	22,703	23,991	25,958	1,967	8.2%
50210 Maintenance and Repairs	4,831	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50221 Lease/Rent Of Buildings	4,800	0	0	0	0.0%
50240 Printing and Binding	1,642	0	2,000	2,000	100.0%
50270 Other Contractual Services	1,043	0	100	100	100.0%
50431 Education and Training	12,063	58,092	57,842	-250	-0.4%
50450 Dues And Association Memberships	853	2,000	2,000	0	0.0%
50459 Other Charges Miscellaneous	7,884	30,000	20,000	-10,000	-33.3%
50500 Office Supplies	542	2,500	2,500	0	0.0%
50501 Food Supplies and Food Service Supplies	2,777	5,000	5,250	250	5.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,214	1,000	2,000	1,000	100.0%
50512 Books and Subscriptions	326	0	0	0	0.0%
50513 Educational and Recreational Supplies	344,555	404,664	405,880	1,216	0.3%
50514 Other Operating Supplies	4,506	0	0	0	0.0%
50519 Textbooks	0	50,000	69,000	19,000	38.0%
50521 Computer Software	9,846	15,000	2,130,555	2,115,555	14,103.7%
50812 Furniture and Fixtures-New Less Than \$10,000	4,259	0	5,000	5,000	100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	797	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,925	0	2,000	2,000	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	24,597	42,076	33,621	-8,455	-20.1%
<b>Total Cost Center</b>	<b>459,623</b>	<b>648,854</b>	<b>2,777,077</b>	<b>2,128,223</b>	<b>328.0%</b>

### **50116 Teaching, Learning, and Innovation - Secondary**

50110 FICA	1,634	12,809	9,427	-3,382	-26.4%
50111 Retirement VRS	3,773	3,987	4,314	327	8.2%
50112 Hospital/Medical Plans	2,475	5,013	3,957	-1,056	-21.1%
50113 Group Insurance - Life (VRS)	304	321	348	27	8.4%
50119 Retiree Health Care Credit (VRS)	275	290	314	24	8.3%



<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50143	Full-Time Salaries and Wages - Regular - Clerical	22,703	23,991	25,958	1,967	8.2%
50207	Professional Education Services	0	500	250	-250	-50.0%
50209	Other Professional Services	12,735	13,100	13,000	-100	-0.8%
50210	Maintenance and Repairs	41,245	4,500	4,500	0	0.0%
50240	Printing and Binding	6,648	3,025	1,225	-1,800	-59.5%
50270	Other Contractual Services	18,430	0	0	0	0.0%
50410	Postal Services	1,487	1,700	1,700	0	0.0%
50431	Education and Training	89,470	134,380	135,280	900	0.7%
50450	Dues And Association Memberships	163,112	156,800	163,800	7,000	4.5%
50459	Other Charges Miscellaneous	2,435	12,500	31,040	18,540	148.3%
50500	Office Supplies	7,220	8,104	8,250	146	1.8%
50501	Food Supplies and Food Service Supplies	16,037	16,000	21,750	5,750	35.9%
50509	Vehicle and Powered Equipment Supplies	666	0	0	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	18,000	2,500	2,000	-500	-20.0%
50512	Books and Subscriptions	13,571	31,100	23,540	-7,560	-24.3%
50513	Educational and Recreational Supplies	299,802	567,181	529,299	-37,882	-6.7%
50514	Other Operating Supplies	1,292	0	0	0	0.0%
50519	Textbooks	243,211	189,000	245,000	56,000	29.6%
50521	Computer Software	243,091	366,700	1,323,700	957,000	261.0%
50523	Instructional Materials	17,692	0	0	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	138,161	0	10,000	10,000	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	3,646	0	4,000	4,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	16,673	0	5,000	5,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	54,555	81,227	71,391	-9,836	-12.1%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50963 Salaries and Wages - Regular - School Substitute - Instructional	0	66,709	29,214	-37,495	-56.2%
<b>Total Cost Center</b>	1,440,343	1,701,437	2,668,257	966,820	56.8%
<b>50121 High School Education</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	221,725	130,000	130,000	0	0.0%
50110 FICA	7,109,783	7,838,612	8,463,200	624,588	8.0%
50111 Retirement VRS	15,207,383	16,581,803	18,061,241	1,479,438	8.9%
50112 Hospital/Medical Plans	14,840,594	15,928,728	16,256,555	327,827	2.1%
50113 Group Insurance - Life (VRS)	1,227,864	1,336,787	1,459,348	122,561	9.2%
50115 Workers' Compensation	31,817	0	0	0	0.0%
50116 Mileage Supplement	80,362	69,400	122,898	53,498	77.1%
50118 Early Retirement (ERIP)	1,322	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	1,108,755	1,162,633	1,257,615	94,982	8.2%
50123 Post Retirement Salaries and Wages - Instructional	220,474	230,726	310,431	79,705	34.5%
50124 Post Retirement Salaries and Wages - Instructional Substitutes	491,823	461,581	351,244	-110,337	-23.9%
50126 Post Retirement Salaries and Wages - Other Professional	25,400	25,400	25,401	1	0.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	297,407	313,348	339,042	25,694	8.2%
50132 Full-Time Salaries and Wages - Regular - Assistant Superintendents	169,874	182,559	197,529	14,970	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	77,487,784	84,355,242	89,270,468	4,915,226	5.8%
50135 Full-Time Salaries and Wages - Regular - Principals	2,821,223	3,004,494	3,308,947	304,453	10.1%
50136 Full-Time Salaries and Wages - Regular - Assistant Principals	6,266,178	6,733,887	7,564,656	830,769	12.3%
50137 Full-Time Salaries and Wages - Regular - Other Professional	717,580	762,633	825,168	62,535	8.2%
50141 Full-Time Salaries and Wages - Regular - Technical	442,877	615,716	741,689	125,973	20.5%
50143 Full-Time Salaries and Wages - Regular - Clerical	3,483,614	3,922,632	4,185,379	262,747	6.7%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	240,687	297,566	323,589	26,023	8.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50145 Full-Time Salaries and Wages - Regular - Trades	0	48,508	61,846	13,338	27.5%
50146 Full-Time Salaries and Wages - Regular - Operative	38,100	40,720	44,059	3,339	8.2%
50154 Full-Time Salaries and Wages - Overtime - Technical	21,032	36,411	36,411	0	0.0%
50156 Full-Time Salaries and Wages - Overtime - Clerical	9,993	0	0	0	0.0%
50162 Post Retirement Salaries and Wages - Technical	9,207	9,607	9,608	1	0.0%
50164 Post Retirement Salaries and Wages - Clerical	125,510	162,838	77,516	-85,322	-52.4%
50207 Professional Education Services	41,604	153,903	255,758	101,855	66.2%
50209 Other Professional Services	100,016	1,735,249	1,746,301	11,052	0.6%
50210 Maintenance and Repairs	67,218	0	0	0	0.0%
50212 Vehicle Repair	5,730	0	0	0	0.0%
50240 Printing and Binding	890	8,836	5,000	-3,836	-43.4%
50265 Field Trips	4,330	0	7,000	7,000	100.0%
50270 Other Contractual Services	656,193	559,340	733,890	174,550	31.2%
50291 Tuition Paid - Other Divisions In-State	375	22,000	22,000	0	0.0%
50410 Postal Services	48,340	62,137	63,538	1,401	2.3%
50431 Education and Training	57,643	121,803	151,373	29,570	24.3%
50450 Dues And Association Memberships	6,009	7,900	7,900	0	0.0%
50455 Tuition	500,000	0	0	0	0.0%
50459 Other Charges Miscellaneous	0	0	50,000	50,000	100.0%
50500 Office Supplies	89,837	107,352	102,801	-4,551	-4.2%
50501 Food Supplies and Food Service Supplies	20,140	20,322	32,139	11,817	58.1%
50511 Uniforms/Wearing Apparel/ITEMS	10,000	0	85,000	85,000	100.0%
50512 Books and Subscriptions	144	0	0	0	0.0%
50513 Educational and Recreational Supplies	1,084,261	1,329,921	1,684,177	354,256	26.6%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	12,482	10,000	15,000	5,000	50.0%
50517 Small Tools	4,352	0	0	0	0.0%
50521 Computer Software	3,000	61,238	61,238	0	0.0%
50523 Instructional Materials	1,800	0	2,000	2,000	100.0%
50801 Machinery and Equipment-New \$10,000 and Over	5,843	0	6,000	6,000	100.0%
50802 Furniture and Fixtures-New \$10,000 and Over	5,184	0	5,000	5,000	100.0%
50803 Telecommunications Equipment-New \$10,000 and Over	271	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	204,852	167,113	168,696	1,583	0.9%
50812 Furniture and Fixtures-New Less Than \$10,000	46,096	62,321	113,085	50,764	81.5%
50813 Telecommunications Equipment-New Less Than \$10,000	5,891	16,055	29,168	13,113	81.7%
50815 Computer Equipment-New Less Than \$10,000	156,797	106,614	162,242	55,628	52.2%
50821 Machinery and Equipment-Replacement \$10,000 and Over	3,834	0	0	0	0.0%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	51,190	46,000	49,046	3,046	6.6%
50831 Machinery and Equipment-Replacement Less Than \$10,000	7,730	66,567	29,062	-37,505	-56.3%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	35,820	54,051	113,773	59,722	110.5%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	1,354	7,349	4,700	-2,649	-36.0%
50835 Computer Equipment-Replacement Less Than \$10,000	43,022	2,942	45,506	42,564	1,446.8%
50932 Temporary Salaries and Wages - Regular - Instructional	760,297	888,711	982,080	93,369	10.5%
50934 Temporary Salaries and Wages - Regular - Principals	167,172	80,348	86,937	6,589	8.2%
50940 Temporary Salaries and Wages - Regular - Technical	50,074	28,044	30,344	2,300	8.2%
50942 Temporary Salaries and Wages - Regular - Clerical	7,959	13,847	0	-13,847	-100.0%
50953 Temporary Salaries and Wages - Overtime - Technical	3,386	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	2,441,804	3,162,587	5,057,433	1,894,846	59.9%
<b>Total Cost Center</b>	<b>139,411,308</b>	<b>153,154,381</b>	<b>165,332,027</b>	<b>12,177,646</b>	<b>8.0%</b>

### 50123 Gifted

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50108	Hybrid Disability Prgm (Prev Wage Adj)	1,627	2,000	2,000	0	0.0%
50110	FICA	218,107	254,890	255,061	171	0.1%
50111	Retirement VRS	476,325	552,545	552,142	-403	-0.1%
50112	Hospital/Medical Plans	428,951	504,295	465,506	-38,789	-7.7%
50113	Group Insurance - Life (VRS)	38,779	44,553	44,523	-30	-0.1%
50116	Mileage Supplement	3,442	2,900	8,928	6,028	207.9%
50119	Retiree Health Care Credit (VRS)	35,015	39,023	39,548	525	1.3%
50133	Full-Time Salaries and Wages - Regular - Instructional	2,828,519	3,328,746	3,323,433	-5,313	-0.2%
50138	Full-Time Salaries and Wages - Regular - Nurses	4,977	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	40,383	42,674	46,174	3,500	8.2%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	23,645	24,842	26,879	2,037	8.2%
50207	Professional Education Services	2,230	4,000	8,000	4,000	100.0%
50240	Printing and Binding	1,995	800	1,200	400	50.0%
50265	Field Trips	5,820	11,500	13,500	2,000	17.4%
50291	Tuition Paid - Other Divisions In-State	1,559,755	1,724,272	1,809,328	85,056	4.9%
50410	Postal Services	478	650	1,400	750	115.4%
50431	Education and Training	6,080	15,000	15,000	0	0.0%
50450	Dues And Association Memberships	388	750	1,150	400	53.3%
50500	Office Supplies	3,515	2,698	3,500	802	29.7%
50501	Food Supplies and Food Service Supplies	2,646	2,000	2,595	595	29.8%
50511	Uniforms/Wearing Apparel/ITEMS	1,979	2,100	2,700	600	28.6%
50512	Books and Subscriptions	12,521	6,800	17,300	10,500	154.4%
50513	Educational and Recreational Supplies	36,160	80,000	76,953	-3,047	-3.8%
50521	Computer Software	11,986	5,000	8,000	3,000	60.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50811	Machinery and Equipment-New Less Than \$10,000	0	25,000	1,000	-24,000	-96.0%
50812	Furniture and Fixtures-New Less Than \$10,000	1,613	3,000	5,000	2,000	66.7%
50815	Computer Equipment-New Less Than \$10,000	10,658	6,000	11,000	5,000	83.3%
50932	Temporary Salaries and Wages - Regular - Instructional	16,368	23,245	25,151	1,906	8.2%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	1,737	1,783	1,974	191	10.7%
<b>Total Cost Center</b>		<b>5,775,699</b>	<b>6,711,066</b>	<b>6,768,945</b>	<b>57,879</b>	<b>0.9%</b>

### **50131 Career and Technical Education**

50108	Hybrid Disability Prgm (Prev Wage Adj)	46,639	25,000	25,000	0	0.0%
50110	FICA	1,340,033	1,509,838	1,663,280	153,442	10.2%
50111	Retirement VRS	2,921,766	3,220,022	3,659,898	439,876	13.7%
50112	Hospital/Medical Plans	2,622,772	2,907,226	3,115,156	207,930	7.2%
50113	Group Insurance - Life (VRS)	235,978	259,685	295,095	35,410	13.6%
50115	Workers' Compensation	5,296	0	0	0	0.0%
50116	Mileage Supplement	24,353	21,850	35,495	13,645	62.4%
50118	Early Retirement (ERIP)	671	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	213,088	225,269	248,015	22,746	10.1%
50123	Post Retirement Salaries and Wages - Instructional	61,846	61,846	42,885	-18,961	-30.7%
50124	Post Retirement Salaries and Wages - Instructional Substitutes	142,646	147,490	98,814	-48,676	-33.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	279,185	298,597	323,082	24,485	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	15,154,590	16,671,143	18,356,258	1,685,115	10.1%
50135	Full-Time Salaries and Wages - Regular - Principals	347,232	369,233	403,130	33,897	9.2%
50136	Full-Time Salaries and Wages - Regular - Assistant Principals	377,529	410,583	438,631	28,048	6.8%
50141	Full-Time Salaries and Wages - Regular - Technical	189,308	239,724	245,595	5,871	2.4%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	48,051	54,541	59,013	4,472	8.2%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50143	Full-Time Salaries and Wages - Regular - Clerical	408,988	482,057	538,956	56,899	11.8%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	797,062	979,753	1,117,882	138,129	14.1%
50145	Full-Time Salaries and Wages - Regular - Trades	155,071	167,945	181,718	13,773	8.2%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	3,840	0	0	0	0.0%
50164	Post Retirement Salaries and Wages - Clerical	9,112	0	9,111	9,111	100.0%
50209	Other Professional Services	12,589	6,400	16,400	10,000	156.3%
50210	Maintenance and Repairs	15,252	15,288	15,288	0	0.0%
50211	Maintenance Service Contracts	788	5,392	3,960	-1,432	-26.6%
50212	Vehicle Repair	4,761	3,000	3,000	0	0.0%
50220	Lease/Rent Of Equipment	16,272	18,655	18,655	0	0.0%
50221	Lease/Rent Of Buildings	187,946	587,000	857,000	270,000	46.0%
50265	Field Trips	1,000	1,000	0	-1,000	-100.0%
50270	Other Contractual Services	0	80,000	80,000	0	0.0%
50291	Tuition Paid - Other Divisions In-State	1,446,473	1,340,335	1,445,335	105,000	7.8%
50292	Tuition Paid - Other Divisions Out-of-State	25,990	0	25,000	25,000	100.0%
50410	Postal Services	4,500	4,000	4,600	600	15.0%
50431	Education and Training	36,740	33,251	36,751	3,500	10.5%
50450	Dues And Association Memberships	6,625	5,250	7,250	2,000	38.1%
50459	Other Charges Miscellaneous	-2,808	0	0	0	0.0%
50500	Office Supplies	14,997	13,182	15,400	2,218	16.8%
50501	Food Supplies and Food Service Supplies	8,459	26,750	9,929	-16,821	-62.9%
50503	Medical and Laboratory Supplies	-263	0	0	0	0.0%
50505	Linen Supplies	20	0	0	0	0.0%
50506	Repair and Maintenance Supplies	14,264	14,000	14,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50507 Gasoline	2,556	4,500	4,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	5,957	3,500	4,686	1,186	33.9%
50513 Educational and Recreational Supplies	213,777	268,381	333,052	64,671	24.1%
50514 Other Operating Supplies	153,456	228,414	226,864	-1,550	-0.7%
50517 Small Tools	10,563	7,256	7,472	216	3.0%
50519 Textbooks	8,012	20,000	20,000	0	0.0%
50521 Computer Software	46,589	19,144	49,883	30,739	160.6%
50523 Instructional Materials	550	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	370	29,444	124,064	94,620	321.4%
50811 Machinery and Equipment-New Less Than \$10,000	16,348	63,393	79,977	16,584	26.2%
50812 Furniture and Fixtures-New Less Than \$10,000	5,653	6,045	8,087	2,042	33.8%
50813 Telecommunications Equipment-New Less Than \$10,000	4,495	2,887	0	-2,887	-100.0%
50815 Computer Equipment-New Less Than \$10,000	21,693	11,538	11,843	305	2.6%
50821 Machinery and Equipment-Replacement \$10,000 and Over	39,800	0	0	0	0.0%
50825 Computer Equipment-Replacement \$10,000 and Over	0	6,770	0	-6,770	-100.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	8,874	64,784	57,937	-6,847	-10.6%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,400	6,525	6,375	-150	-2.3%
50835 Computer Equipment-Replacement Less Than \$10,000	3,246	0	1,945	1,945	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	10,822	6,176	6,682	506	8.2%
50941 Temporary Salaries and Wages - Regular - Technology Technical Support	3,262	45,240	48,950	3,710	8.2%
50942 Temporary Salaries and Wages - Regular - Clerical	55,902	127,178	135,657	8,479	6.7%
50943 Temporary Salaries and Wages - Regular - Instructional Assistants	29,258	0	0	0	0.0%
50944 Temporary Salaries and Wages - Regular - Trades	16,604	31,712	35,215	3,503	11.0%
50946 Temporary Salaries and Wages - Regular - Laborer	36,121	79,310	80,999	1,689	2.1%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50957 Temporary Salaries and Wages - Overtime - Trades	21,604	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	79,589	108,191	258,921	150,730	139.3%
<b>Total Cost Center</b>	<b>27,975,162</b>	<b>31,345,693</b>	<b>34,912,691</b>	<b>3,566,998</b>	<b>11.4%</b>

### **50132 Adult Basic Education**

50108 Hybrid Disability Prgm (Prev Wage Adj)	191	1,000	1,000	0	0.0%
50110 FICA	7,064	26,404	28,577	2,173	8.2%
50111 Retirement VRS	23,857	25,144	27,206	2,062	8.2%
50112 Hospital/Medical Plans	24,963	29,630	30,588	958	3.2%
50113 Group Insurance - Life (VRS)	1,924	2,027	2,194	167	8.2%
50116 Mileage Supplement	691	600	656	56	9.3%
50119 Retiree Health Care Credit (VRS)	1,737	1,830	1,980	150	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	64,008	67,701	73,253	5,552	8.2%
50141 Full-Time Salaries and Wages - Regular - Technical	43,036	45,215	48,922	3,707	8.2%
50143 Full-Time Salaries and Wages - Regular - Clerical	36,522	38,371	41,517	3,146	8.2%
50207 Professional Education Services	0	5,300	5,300	0	0.0%
50210 Maintenance and Repairs	28	0	0	0	0.0%
50220 Lease/Rent Of Equipment	0	4,212	4,212	0	0.0%
50270 Other Contractual Services	400	0	0	0	0.0%
50410 Postal Services	0	1,000	1,000	0	0.0%
50500 Office Supplies	6,533	11,116	11,116	0	0.0%
50513 Educational and Recreational Supplies	750	10,000	10,000	0	0.0%
50514 Other Operating Supplies	468	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	166	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	924	0	0	0	0.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50932	Temporary Salaries and Wages - Regular - Instructional	0	182,445	197,405	14,960	8.2%
50940	Temporary Salaries and Wages - Regular - Technical	12,530	16,352	17,693	1,341	8.2%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	4,224	4,335	4,802	467	10.8%
<b>Total Cost Center</b>		230,016	472,682	507,421	34,739	7.3%

### **50133 General Adult Education**

50108	Hybrid Disability Prgm (Prev Wage Adj)	0	1,000	1,000	0	0.0%
50110	FICA	34,209	36,319	35,057	-1,262	-3.5%
50111	Retirement VRS	76,410	81,024	78,209	-2,815	-3.5%
50112	Hospital/Medical Plans	46,379	46,489	50,548	4,059	8.7%
50113	Group Insurance - Life (VRS)	6,252	6,533	6,305	-228	-3.5%
50116	Mileage Supplement	1,942	1,800	2,531	731	40.6%
50119	Retiree Health Care Credit (VRS)	5,645	5,898	4,956	-942	-16.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	385,657	400,609	375,383	-25,226	-6.3%
50143	Full-Time Salaries and Wages - Regular - Clerical	77,445	86,900	95,187	8,287	9.5%
<b>Total Cost Center</b>		633,939	666,572	649,176	-17,396	-2.6%

### **50134 Disciplinary Review**

50108	Hybrid Disability Prgm (Prev Wage Adj)	0	1,000	1,000	0	0.0%
50110	FICA	25,137	26,229	21,999	-4,230	-16.1%
50111	Retirement VRS	55,563	58,512	49,076	-9,436	-16.1%
50112	Hospital/Medical Plans	38,150	38,923	26,442	-12,481	-32.1%
50113	Group Insurance - Life (VRS)	4,480	4,718	3,957	-761	-16.1%
50116	Mileage Supplement	2,133	600	0	-600	-100.0%
50119	Retiree Health Care Credit (VRS)	4,046	4,260	2,390	-1,870	-43.9%
50130	Full-Time Salaries and Wages - Regular - Administrative	123,590	129,847	140,493	10,646	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	77,332	81,246	0	-81,246	-100.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50137	Full-Time Salaries and Wages - Regular - Other Professional	83,525	88,265	97,767	9,502	10.8%
50143	Full-Time Salaries and Wages - Regular - Clerical	49,869	52,698	57,020	4,322	8.2%
50240	Printing and Binding	3,897	8,000	8,000	0	0.0%
50270	Other Contractual Services	3,000	0	0	0	0.0%
50431	Education and Training	0	3,000	3,000	0	0.0%
50450	Dues And Association Memberships	180	1,000	1,000	0	0.0%
50500	Office Supplies	1,512	3,000	3,000	0	0.0%
50501	Food Supplies and Food Service Supplies	486	500	500	0	0.0%
50514	Other Operating Supplies	1,017	2,436	2,436	0	0.0%
50521	Computer Software	205,400	0	0	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	688	0	1,000	1,000	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	735	0	1,000	1,000	100.0%
50832	Furniture and Fixtures-Replacement Less Than \$10,000	340	0	0	0	0.0%
50835	Computer Equipment-Replacement Less Than \$10,000	123	475	475	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	4,118	0	0	0	0.0%
<b>Total Cost Center</b>		<b>685,321</b>	<b>504,709</b>	<b>420,555</b>	<b>-84,154</b>	<b>-16.7%</b>

### **50135 Student Support and Wellness**

50110	FICA	956	3,411	22,553	19,142	561.2%
50111	Retirement VRS	2,053	7,609	31,219	23,610	310.3%
50112	Hospital/Medical Plans	2,156	10,537	27,731	17,194	163.2%
50113	Group Insurance - Life (VRS)	187	614	2,518	1,904	310.1%
50116	Mileage Supplement	0	0	1,781	1,781	100.0%
50119	Retiree Health Care Credit (VRS)	169	0	2,273	2,273	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	89,994	89,994	100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	14,069	45,784	97,844	52,060	113.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50207 Professional Education Services	125	3,500	35,000	31,500	900.0%
50240 Printing and Binding	0	300	0	-300	-100.0%
50265 Field Trips	0	2,500	1,000	-1,500	-60.0%
50270 Other Contractual Services	70,050	51,000	6,300	-44,700	-87.6%
50410 Postal Services	0	0	200	200	100.0%
50431 Education and Training	5,795	4,000	4,000	0	0.0%
50450 Dues And Association Memberships	0	0	725	725	100.0%
50459 Other Charges Miscellaneous	969	1,000	1,000	0	0.0%
50500 Office Supplies	6,194	8,304	6,401	-1,903	-22.9%
50501 Food Supplies and Food Service Supplies	1,610	6,500	17,575	11,075	170.4%
50511 Uniforms/Wearing Apparel/ITEMS	0	4,600	4,000	-600	-13.0%
50512 Books and Subscriptions	110	6,300	0	-6,300	-100.0%
50513 Educational and Recreational Supplies	7,299	74,650	33,047	-41,603	-55.7%
50514 Other Operating Supplies	328	400	0	-400	-100.0%
50521 Computer Software	26,696	20,396	575,000	554,604	2,719.2%
50815 Computer Equipment-New Less Than \$10,000	3,933	0	2,000	2,000	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	0	0	100,289	100,289	100.0%
50942 Temporary Salaries and Wages - Regular - Clerical	0	0	14,598	14,598	100.0%
<b>Total Cost Center</b>	<b>142,699</b>	<b>251,405</b>	<b>1,077,048</b>	<b>825,643</b>	<b>328.4%</b>

### 50140 Exception Education

50108 Hybrid Disability Prgm (Prev Wage Adj)	157,883	100,000	100,000	0	0.0%
50110 FICA	3,061,507	3,378,677	3,551,467	172,790	5.1%
50111 Retirement VRS	6,213,035	7,156,776	7,830,507	673,731	9.4%
50112 Hospital/Medical Plans	6,787,880	7,800,963	7,810,824	9,861	0.1%
50113 Group Insurance - Life (VRS)	502,979	577,180	632,454	55,274	9.6%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50115	Workers' Compensation	25,372	0	0	0	0.0%
50116	Mileage Supplement	66,210	59,548	86,974	27,426	46.1%
50118	Early Retirement (ERIP)	1,512	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	454,184	493,668	525,906	32,238	6.5%
50123	Post Retirement Salaries and Wages - Instructional	52,336	52,336	113,786	61,450	117.4%
50124	Post Retirement Salaries and Wages - Instructional Substitutes	111,380	105,250	63,597	-41,653	-39.6%
50126	Post Retirement Salaries and Wages - Other Professional	21,691	21,691	21,691	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	208,143	232,441	265,162	32,721	14.1%
50133	Full-Time Salaries and Wages - Regular - Instructional	29,579,953	33,530,846	34,486,879	956,033	2.9%
50136	Full-Time Salaries and Wages - Regular - Assistant Principals	78,247	83,174	103,586	20,412	24.5%
50143	Full-Time Salaries and Wages - Regular - Clerical	346,272	348,280	422,390	74,110	21.3%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	7,553,073	9,391,993	10,514,916	1,122,923	12.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	4,332	10,300	15,150	4,850	47.1%
50164	Post Retirement Salaries and Wages - Clerical	8,640	8,640	0	-8,640	-100.0%
50182	Post Retirement Salaries and Wages - Instructional Assistants	29,214	29,213	13,062	-16,151	-55.3%
50207	Professional Education Services	1,500	1,500	2,000	500	33.3%
50209	Other Professional Services	0	0	13,100	13,100	100.0%
50210	Maintenance and Repairs	3,185	5,000	5,000	0	0.0%
50211	Maintenance Service Contracts	3,646	6,800	3,500	-3,300	-48.5%
50240	Printing and Binding	981	4,500	1,500	-3,000	-66.7%
50265	Field Trips	1,000	2,000	2,000	0	0.0%
50270	Other Contractual Services	1,207,575	1,126,535	1,776,535	650,000	57.7%
50291	Tuition Paid - Other Divisions In-State	76,080	50,000	78,000	28,000	56.0%
50410	Postal Services	7	150	150	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50430 Mileage	2,286	2,500	2,500	0	0.0%
50431 Education and Training	551	8,500	4,500	-4,000	-47.1%
50450 Dues And Association Memberships	478	750	750	0	0.0%
50500 Office Supplies	7,421	8,000	8,000	0	0.0%
50501 Food Supplies and Food Service Supplies	465	2,750	4,000	1,250	45.5%
50511 Uniforms/Wearing Apparel/ITEMS	1,500	1,500	2,000	500	33.3%
50513 Educational and Recreational Supplies	108,674	116,623	116,623	0	0.0%
50514 Other Operating Supplies	2,239	4,500	5,130	630	14.0%
50521 Computer Software	185,040	238,737	520,573	281,836	118.1%
50811 Machinery and Equipment-New Less Than \$10,000	882	1,400	1,400	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	9,177	2,000	5,000	3,000	150.0%
50815 Computer Equipment-New Less Than \$10,000	0	880	0	-880	-100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	2,240	2,240	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	867,782	496,747	523,717	26,970	5.4%
50940 Temporary Salaries and Wages - Regular - Technical	31,781	20,936	22,073	1,137	5.4%
50943 Temporary Salaries and Wages - Regular - Instructional Assistants	2,451,968	935,539	1,020,821	85,282	9.1%
50956 Temporary Salaries and Wages - Overtime - Instructional Assistants	19,497	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	69,082	82,434	85,281	2,847	3.5%
<b>Total Cost Center</b>	<b>60,316,640</b>	<b>66,503,497</b>	<b>70,764,744</b>	<b>4,261,247</b>	<b>6.4%</b>

### **50141 Psychological Services**

50108 Hybrid Disability Prgm (Prev Wage Adj)	9,092	3,000	3,000	0	0.0%
50110 FICA	147,185	168,334	185,353	17,019	10.1%
50111 Retirement VRS	324,904	386,856	488,652	101,796	26.3%
50112 Hospital/Medical Plans	259,245	270,514	351,876	81,362	30.1%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50113	Group Insurance - Life (VRS)	26,284	31,189	39,407	8,218	26.3%
50116	Mileage Supplement	34,086	30,900	45,182	14,282	46.2%
50119	Retiree Health Care Credit (VRS)	23,734	27,361	26,207	-1,154	-4.2%
50128	Post Retirement Salaries and Wages - Psychologists	19,411	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	93,378	99,241	147,237	47,996	48.4%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	0	97,767	97,767	100.0%
50139	Full-Time Salaries and Wages - Regular - Psychologists	1,863,523	2,228,390	2,242,934	14,544	0.7%
50270	Other Contractual Services	0	0	200,000	200,000	100.0%
50500	Office Supplies	740	1,000	1,000	0	0.0%
50501	Food Supplies and Food Service Supplies	0	500	500	0	0.0%
50512	Books and Subscriptions	0	250	250	0	0.0%
50513	Educational and Recreational Supplies	38,751	84,691	81,281	-3,410	-4.0%
50815	Computer Equipment-New Less Than \$10,000	0	0	3,410	3,410	100.0%
50938	Temporary Salaries and Wages - Regular - Psychologists	19,390	0	0	0	0.0%
<b>Total Cost Center</b>		<b>2,859,723</b>	<b>3,332,226</b>	<b>3,914,056</b>	<b>581,830</b>	<b>17.5%</b>
<b>50142 Social Work Services</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	803	4,500	4,500	0	0.0%
50110	FICA	148,435	174,046	219,205	45,159	25.9%
50111	Retirement VRS	334,692	386,239	486,880	100,641	26.1%
50112	Hospital/Medical Plans	254,427	282,837	333,948	51,111	18.1%
50113	Group Insurance - Life (VRS)	26,984	31,138	39,259	8,121	26.1%
50116	Mileage Supplement	39,700	36,000	66,462	30,462	84.6%
50119	Retiree Health Care Credit (VRS)	24,367	27,387	29,966	2,579	9.4%
50137	Full-Time Salaries and Wages - Regular - Other Professional	2,032,243	2,323,959	2,929,474	605,515	26.1%
50270	Other Contractual Services	0	0	200,000	200,000	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431 Education and Training	600	2,500	2,500	0	0.0%
50500 Office Supplies	1,718	4,010	4,010	0	0.0%
50501 Food Supplies and Food Service Supplies	418	640	640	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	556	0	0	0	0.0%
50512 Books and Subscriptions	0	920	920	0	0.0%
50513 Educational and Recreational Supplies	6,740	10,017	10,017	0	0.0%
50514 Other Operating Supplies	688	500	814	314	62.8%
50835 Computer Equipment- Replacement Less Than \$10,000	0	2,000	2,000	0	0.0%
50936 Temporary Salaries and Wages - Regular - Other Professional	1,162	12,256	12,921	665	5.4%
<b>Total Cost Center</b>	<b>2,873,533</b>	<b>3,298,949</b>	<b>4,343,516</b>	<b>1,044,567</b>	<b>31.7%</b>
<b>50143 School Counseling Services</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	49,997	12,000	12,000	0	0.0%
50110 FICA	872,896	1,013,131	1,103,864	90,733	9.0%
50111 Retirement VRS	1,930,974	2,187,585	2,429,520	241,935	11.1%
50112 Hospital/Medical Plans	1,749,928	1,932,990	2,054,653	121,663	6.3%
50113 Group Insurance - Life (VRS)	155,482	176,386	196,212	19,826	11.2%
50116 Mileage Supplement	3,934	3,600	3,890	290	8.1%
50118 Early Retirement (ERIP)	286	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	140,402	152,812	166,016	13,204	8.6%
50123 Post Retirement Salaries and Wages - Instructional	74,896	75,182	53,557	-21,625	-28.8%
50126 Post Retirement Salaries and Wages - Other Professional	17,011	17,011	0	-17,011	-100.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	100,081	105,148	140,493	35,345	33.6%
50133 Full-Time Salaries and Wages - Regular - Instructional	10,372,520	11,922,040	13,145,053	1,223,013	10.3%
50143 Full-Time Salaries and Wages - Regular - Clerical	1,163,649	1,239,019	1,330,383	91,364	7.4%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	18,395	27,285	0	-27,285	-100.0%



<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50156	Full-Time Salaries and Wages - Overtime - Clerical	1,008	0	0	0	0.0%
50240	Printing and Binding	209	0	1,500	1,500	100.0%
50270	Other Contractual Services	0	65,000	65,000	0	0.0%
50431	Education and Training	457	8,143	8,043	-100	-1.2%
50500	Office Supplies	712	1,700	4,200	2,500	147.1%
50501	Food Supplies and Food Service Supplies	62	1,000	2,500	1,500	150.0%
50511	Uniforms/Wearing Apparel/ITEMS	1,613	0	4,000	4,000	100.0%
50512	Books and Subscriptions	7,681	2,161	8,461	6,300	291.5%
50513	Educational and Recreational Supplies	16,246	21,550	27,950	6,400	29.7%
50514	Other Operating Supplies	13,857	14,450	14,293	-157	-1.1%
50521	Computer Software	0	0	20,396	20,396	100.0%
50815	Computer Equipment-New Less Than \$10,000	0	0	1,000	1,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	-403	79,197	0	-79,197	-100.0%
50942	Temporary Salaries and Wages - Regular - Clerical	64,055	102,071	110,441	8,370	8.2%
50955	Temporary Salaries and Wages - Overtime - Clerical	8,165	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	31,574	32,214	37,434	5,220	16.2%
<b>Total Cost Center</b>		<b>16,795,687</b>	<b>19,191,675</b>	<b>20,940,859</b>	<b>1,749,184</b>	<b>9.1%</b>

### **50151 Technology**

50108	Hybrid Disability Prgm (Prev Wage Adj)	3,178	2,000	2,000	0	0.0%
50110	FICA	283,140	327,221	361,835	34,614	10.6%
50111	Retirement VRS	647,826	727,858	805,926	78,068	10.7%
50112	Hospital/Medical Plans	648,661	695,935	746,290	50,355	7.2%
50113	Group Insurance - Life (VRS)	52,258	58,699	64,995	6,296	10.7%
50116	Mileage Supplement	19,695	16,800	27,182	10,382	61.8%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50119	Retiree Health Care Credit (VRS)	47,189	49,756	54,312	4,556	9.2%
50129	Post Retirement Salaries and Wages - Technology Technical Development	0	0	17,609	17,609	100.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	145,630	153,002	165,548	12,546	8.2%
50140	Full-Time Salaries and Wages - Regular - Technology Technical Development	652,246	458,967	386,335	-72,632	-15.8%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	3,003,064	3,668,928	4,202,993	534,065	14.6%
50143	Full-Time Salaries and Wages - Regular - Clerical	93,746	98,492	94,287	-4,205	-4.3%
50155	Full-Time Salaries and Wages - Overtime - Technology Technical Support	631	1,000	1,000	0	0.0%
50164	Post Retirement Salaries and Wages - Clerical	12,682	12,682	0	-12,682	-100.0%
50210	Maintenance and Repairs	2,115	5,000	5,000	0	0.0%
50211	Maintenance Service Contracts	9,114	15,000	15,000	0	0.0%
50212	Vehicle Repair	5,528	7,500	5,000	-2,500	-33.3%
50220	Lease/Rent Of Equipment	542,735	1,001,560	1,001,560	0	0.0%
50221	Lease/Rent Of Buildings	253,004	229,068	254,000	24,932	10.9%
50270	Other Contractual Services	520,956	510,800	759,100	248,300	48.6%
50280	Janitorial	10,680	11,100	31,500	20,400	183.8%
50412	Telecommunications	2,012,718	2,380,000	2,470,000	90,000	3.8%
50431	Education and Training	933	8,000	10,000	2,000	25.0%
50450	Dues And Association Memberships	200	2,500	2,500	0	0.0%
50459	Other Charges Miscellaneous	-495,471	0	0	0	0.0%
50500	Office Supplies	2,818	7,500	3,500	-4,000	-53.3%
50501	Food Supplies and Food Service Supplies	0	3,042	2,500	-542	-17.8%
50506	Repair and Maintenance Supplies	139,506	145,000	145,000	0	0.0%
50507	Gasoline	8,521	12,000	12,000	0	0.0%
50512	Books and Subscriptions	2,545	5,000	3,000	-2,000	-40.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50513	Educational and Recreational Supplies	0	50	50	0	0.0%
50521	Computer Software	278,020	5,000	243,341	238,341	4,766.8%
50806	Technology Infrastructure - New \$10,000 and Over	401,576	0	0	0	0.0%
50807	Capital Leases	11,282,758	12,942,002	11,740,003	-1,201,999	-9.3%
50815	Computer Equipment-New Less Than \$10,000	575,769	10,000	10,000	0	0.0%
50824	Motor Vehicles and Equipment- Replacement \$10,000 and Over	101,875	0	0	0	0.0%
50826	Technology Infrastructure - Replacement \$10,000 and Over	12,820,500	0	0	0	0.0%
50835	Computer Equipment- Replacement Less Than \$10,000	125,733	15,000	15,000	0	0.0%
<b>Total Cost Center</b>		<b>34,212,079</b>	<b>23,586,462</b>	<b>23,658,366</b>	<b>71,904</b>	<b>0.3%</b>

### **50152 Information Services**

50108	Hybrid Disability Prgm (Prev Wage Adj)	12,202	6,500	6,500	0	0.0%
50110	FICA	527,242	576,105	627,705	51,600	9.0%
50111	Retirement VRS	1,144,423	1,245,415	1,344,569	99,154	8.0%
50112	Hospital/Medical Plans	1,200,994	1,250,978	1,338,687	87,709	7.0%
50113	Group Insurance - Life (VRS)	92,825	100,407	108,406	7,999	8.0%
50116	Mileage Supplement	3,259	3,000	4,312	1,312	43.7%
50118	Early Retirement (ERIP)	1,234	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	83,822	90,053	96,874	6,821	7.6%
50125	Post Retirement Salaries and Wages - Librarians	122,892	0	92,088	92,088	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	95,058	101,596	109,926	8,330	8.2%
50134	Full-Time Salaries and Wages - Regular - Librarians	5,292,511	5,843,297	6,295,978	452,681	7.7%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	75,616	80,364	86,954	6,590	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	1,437,573	1,527,253	1,645,535	118,282	7.7%
50156	Full-Time Salaries and Wages - Overtime - Clerical	1,074	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50220	Lease/Rent Of Equipment	1,790	2,300	2,300	0	0.0%
50240	Printing and Binding	1,500	1,500	1,500	0	0.0%
50431	Education and Training	2,674	1,000	2,000	1,000	100.0%
50450	Dues And Association Memberships	551	1,230	1,230	0	0.0%
50500	Office Supplies	5,494	5,620	5,420	-200	-3.6%
50501	Food Supplies and Food Service Supplies	2,615	3,100	3,100	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	420	0	100	100	100.0%
50512	Books and Subscriptions	430,122	260,075	411,601	151,526	58.3%
50513	Educational and Recreational Supplies	34,473	22,026	35,326	13,300	60.4%
50514	Other Operating Supplies	3,483	6,550	6,550	0	0.0%
50521	Computer Software	235,645	278,866	314,040	35,174	12.6%
50812	Furniture and Fixtures-New Less Than \$10,000	3,028	0	300,100	300,100	100.0%
50815	Computer Equipment-New Less Than \$10,000	14,052	2,637	14,637	12,000	455.1%
50933	Temporary Salaries and Wages - Regular - Librarians	2,134	0	0	0	0.0%
50942	Temporary Salaries and Wages - Regular - Clerical	150,086	180,392	195,184	14,792	8.2%
50955	Temporary Salaries and Wages - Overtime - Clerical	2,654	0	0	0	0.0%
<b>Total Cost Center</b>		10,981,446	11,590,264	13,050,622	1,460,358	12.6%

### 50153 Staff Development

50104	Temporary Salaries and Wages - Regular	-8,348	0	0	0	0.0%
50108	Hybrid Disability Prgm (Prev Wage Adj)	90	1,000	1,000	0	0.0%
50110	FICA	41,751	64,878	110,531	45,653	70.4%
50111	Retirement VRS	91,883	97,713	261,319	163,606	167.4%
50112	Hospital/Medical Plans	75,372	73,454	218,046	144,592	196.8%
50113	Group Insurance - Life (VRS)	7,408	7,878	22,541	14,663	186.1%
50116	Mileage Supplement	8,148	7,500	13,323	5,823	77.6%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50119 Retiree Health Care Credit (VRS)	6,689	7,113	9,243	2,130	29.9%
50126 Post Retirement Salaries and Wages - Other Professional	22,872	22,872	22,872	0	0.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	298,666	319,390	345,581	26,191	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	162,634	171,366	643,565	472,199	275.5%
50143 Full-Time Salaries and Wages - Regular - Clerical	91,544	97,162	105,129	7,967	8.2%
50207 Professional Education Services	122,398	157,100	733,000	575,900	366.6%
50270 Other Contractual Services	0	0	25,000	25,000	100.0%
50431 Education and Training	61,476	240,000	784,000	544,000	226.7%
50450 Dues And Association Memberships	1,327	1,500	1,500	0	0.0%
50455 Tuition	54,832	160,000	259,000	99,000	61.9%
50459 Other Charges Miscellaneous	30	0	0	0	0.0%
50500 Office Supplies	1,199	5,000	5,000	0	0.0%
50501 Food Supplies and Food Service Supplies	21,144	40,000	60,000	20,000	50.0%
50511 Uniforms/Wearing Apparel/ITEMS	0	0	600	600	100.0%
50512 Books and Subscriptions	3,500	17,058	23,958	6,900	40.5%
50514 Other Operating Supplies	12,197	18,279	25,000	6,721	36.8%
50812 Furniture and Fixtures-New Less Than \$10,000	163	500	4,000	3,500	700.0%
50813 Telecommunications Equipment-New Less Than \$10,000	3,040	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	2,475	0	4,408	4,408	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	64,908	29,450	100,833	71,383	242.4%
50963 Salaries and Wages - Regular - School Substitute - Instructional	0	53,650	0	-53,650	-100.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	33,500	199,794	299,774	99,980	50.0%
<b>Total Cost Center</b>	<b>1,180,898</b>	<b>1,792,657</b>	<b>4,079,223</b>	<b>2,286,566</b>	<b>127.6%</b>

### 50157 Instructional Technology

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,425	1,500	1,500	0	0.0%
50110 FICA	340,069	391,797	415,582	23,785	6.1%
50111 Retirement VRS	769,609	849,859	891,354	41,495	4.9%
50112 Hospital/Medical Plans	768,647	823,337	764,413	-58,924	-7.2%
50113 Group Insurance - Life (VRS)	62,683	68,515	71,870	3,355	4.9%
50116 Mileage Supplement	9,086	8,400	9,374	974	11.6%
50119 Retiree Health Care Credit (VRS)	56,607	61,120	59,452	-1,668	-2.7%
50130 Full-Time Salaries and Wages - Regular - Administrative	123,714	131,482	145,638	14,156	10.8%
50133 Full-Time Salaries and Wages - Regular - Instructional	4,463,554	4,928,040	5,226,916	298,876	6.1%
50143 Full-Time Salaries and Wages - Regular - Clerical	50,478	53,948	58,373	4,425	8.2%
50207 Professional Education Services	0	500	500	0	0.0%
50210 Maintenance and Repairs	0	51,798	58,788	6,990	13.5%
50221 Lease/Rent Of Buildings	0	4,810	9,810	5,000	104.0%
50240 Printing and Binding	0	0	2,000	2,000	100.0%
50270 Other Contractual Services	53,116	60,812	79,712	18,900	31.1%
50431 Education and Training	36,249	94,000	94,928	928	1.0%
50450 Dues And Association Memberships	745	3,900	10,000	6,100	156.4%
50500 Office Supplies	5,410	4,416	4,264	-152	-3.4%
50501 Food Supplies and Food Service Supplies	2,439	16,000	13,800	-2,200	-13.8%
50511 Uniforms/Wearing Apparel/ITEMS	2,938	25,200	40,400	15,200	60.3%
50512 Books and Subscriptions	0	100	100	0	0.0%
50513 Educational and Recreational Supplies	18,540	369,920	257,468	-112,452	-30.4%
50514 Other Operating Supplies	0	6,906	6,906	0	0.0%
50521 Computer Software	28,744	198,500	477,968	279,468	140.8%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50523	Instructional Materials	5,055	2,698	5,000	2,302	85.3%
50802	Furniture and Fixtures-New \$10,000 and Over	0	0	15,000	15,000	100.0%
50811	Machinery and Equipment-New Less Than \$10,000	0	256,920	246,420	-10,500	-4.1%
50812	Furniture and Fixtures-New Less Than \$10,000	3,972	0	3,000	3,000	100.0%
50813	Telecommunications Equipment-New Less Than \$10,000	2,549	0	3,000	3,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	41,119	0	40,500	40,500	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	145,626	202,062	56,436	38.8%
<b>Total Cost Center</b>		<b>6,846,748</b>	<b>8,560,104</b>	<b>9,216,098</b>	<b>655,994</b>	<b>7.7%</b>

### **50158 Student Information Systems**

50108	Hybrid Disability Prgm (Prev Wage Adj)	351	1,000	1,000	0	0.0%
50110	FICA	41,861	45,614	46,102	488	1.1%
50111	Retirement VRS	93,602	101,761	102,845	1,084	1.1%
50112	Hospital/Medical Plans	73,506	79,786	82,302	2,516	3.2%
50113	Group Insurance - Life (VRS)	7,547	8,206	8,292	86	1.0%
50116	Mileage Supplement	952	600	0	-600	-100.0%
50119	Retiree Health Care Credit (VRS)	6,815	6,621	7,487	866	13.1%
50140	Full-Time Salaries and Wages - Regular - Technology Technical Development	73,381	83,174	89,994	6,820	8.2%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	498,145	529,098	528,811	-287	-0.1%
50240	Printing and Binding	0	1,000	500	-500	-50.0%
50410	Postal Services	9,604	10,000	11,000	1,000	10.0%
50513	Educational and Recreational Supplies	0	1,000	500	-500	-50.0%
50521	Computer Software	239,492	280,000	299,000	19,000	6.8%
<b>Total Cost Center</b>		<b>1,045,256</b>	<b>1,147,860</b>	<b>1,177,833</b>	<b>29,973</b>	<b>2.6%</b>

### **50210 School Improvement**

50108	Hybrid Disability Prgm (Prev Wage Adj)	265	1,000	1,000	0	0.0%
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<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	61,014	76,830	88,900	12,070	15.7%
50111 Retirement VRS	138,721	154,343	192,679	38,336	24.8%
50112 Hospital/Medical Plans	115,861	120,719	140,502	19,783	16.4%
50113 Group Insurance - Life (VRS)	11,547	12,444	15,533	3,089	24.8%
50116 Mileage Supplement	5,160	5,400	13,639	8,239	152.6%
50119 Retiree Health Care Credit (VRS)	10,427	11,237	11,814	577	5.1%
50130 Full-Time Salaries and Wages - Regular - Administrative	133,487	141,062	156,249	15,187	10.8%
50133 Full-Time Salaries and Wages - Regular - Instructional	833,763	742,382	951,813	209,431	28.2%
50143 Full-Time Salaries and Wages - Regular - Clerical	39,655	45,215	51,271	6,056	13.4%
50270 Other Contractual Services	37,336	30,000	30,000	0	0.0%
50431 Education and Training	26,933	35,000	70,000	35,000	100.0%
50450 Dues And Association Memberships	0	0	1,500	1,500	100.0%
50459 Other Charges Miscellaneous	0	0	14,500	14,500	100.0%
50500 Office Supplies	2,198	2,500	4,000	1,500	60.0%
50501 Food Supplies and Food Service Supplies	2,669	8,000	25,000	17,000	212.5%
50511 Uniforms/Wearing Apparel/ITEMS	0	2,000	3,000	1,000	50.0%
50513 Educational and Recreational Supplies	26,613	174,932	192,460	17,528	10.0%
50514 Other Operating Supplies	0	10,000	0	-10,000	-100.0%
50521 Computer Software	9,214	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	57,000	0	25,000	25,000	100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	631	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	2,604	0	3,000	3,000	100.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	215	0	0	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	5,547	102,628	32,481	-70,147	-68.4%



<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50963	Salaries and Wages - Regular - School Substitute - Instructional	0	0	4,977	4,977	100.0%
<b>Total Cost Center</b>		1,520,860	1,675,692	2,029,318	353,626	21.1%

### **50211 Department of Assessment, Research and Evaluation**

50110	FICA	64,470	66,905	76,756	9,851	14.7%
50111	Retirement VRS	125,637	136,960	160,884	23,924	17.5%
50112	Hospital/Medical Plans	91,078	95,435	107,523	12,088	12.7%
50113	Group Insurance - Life (VRS)	10,171	11,043	12,971	1,928	17.5%
50116	Mileage Supplement	3,143	2,700	2,343	-357	-13.2%
50119	Retiree Health Care Credit (VRS)	9,185	9,972	10,789	817	8.2%
50126	Post Retirement Salaries and Wages - Other Professional	0	55,584	44,190	-11,394	-20.5%
50130	Full-Time Salaries and Wages - Regular - Administrative	132,728	141,062	152,629	11,567	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	68,274	89,234	0	-89,234	-100.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	504,680	485,133	697,839	212,706	43.8%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	45,405	47,982	51,916	3,934	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	56,755	60,657	65,632	4,975	8.2%
50162	Post Retirement Salaries and Wages - Technical	70,895	15,311	15,311	0	0.0%
50209	Other Professional Services	36,500	48,000	48,000	0	0.0%
50240	Printing and Binding	6,500	6,000	6,000	0	0.0%
50431	Education and Training	1,714	2,052	2,052	0	0.0%
50450	Dues And Association Memberships	25,213	25,213	25,213	0	0.0%
50501	Food Supplies and Food Service Supplies	994	1,100	1,100	0	0.0%
50512	Books and Subscriptions	0	326	326	0	0.0%
50513	Educational and Recreational Supplies	332,905	300,288	330,288	30,000	10.0%
50514	Other Operating Supplies	3,462	9,074	9,074	0	0.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50521	Computer Software	407,513	414,257	510,257	96,000	23.2%
50815	Computer Equipment-New Less Than \$10,000	440	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	3,086	0	-3,086	-100.0%
50963	Salaries and Wages - Regular - School Substitute - Instructional	0	0	3,339	3,339	100.0%
<b>Total Cost Center</b>		1,997,662	2,027,374	2,334,432	307,058	15.1%

### **50212 Records Management**

50110	FICA	10,600	11,272	11,915	643	5.7%
50111	Retirement VRS	21,490	23,890	25,321	1,431	6.0%
50112	Hospital/Medical Plans	27,837	21,295	31,571	10,276	48.3%
50113	Group Insurance - Life (VRS)	1,754	1,926	2,041	115	6.0%
50116	Mileage Supplement	0	0	328	328	100.0%
50119	Retiree Health Care Credit (VRS)	1,584	1,739	1,843	104	6.0%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	91,315	94,620	99,209	4,589	4.8%
50143	Full-Time Salaries and Wages - Regular - Clerical	46,218	49,120	53,148	4,028	8.2%
50164	Post Retirement Salaries and Wages - Clerical	7,553	7,553	7,553	0	0.0%
50211	Maintenance Service Contracts	4,010	5,236	5,236	0	0.0%
50431	Education and Training	0	300	300	0	0.0%
50500	Office Supplies	2,087	4,320	4,320	0	0.0%
50514	Other Operating Supplies	4,326	7,950	7,950	0	0.0%
50521	Computer Software	0	3,362	3,362	0	0.0%
<b>Total Cost Center</b>		218,774	232,583	254,097	21,514	9.3%

### **50221 Human Resources**

50108	Hybrid Disability Prgm (Prev Wage Adj)	7,085	2,000	2,000	0	0.0%
50110	FICA	125,554	153,982	167,731	13,749	8.9%
50111	Retirement VRS	270,880	318,333	352,550	34,217	10.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50112	Hospital/Medical Plans	223,800	257,513	232,500	-25,013	-9.7%
50113	Group Insurance - Life (VRS)	21,819	25,762	28,519	2,757	10.7%
50116	Mileage Supplement	5,020	4,500	7,686	3,186	70.8%
50118	Early Retirement (ERIP)	768	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	19,703	22,713	23,819	1,106	4.9%
50126	Post Retirement Salaries and Wages - Other Professional	39,420	36,501	18,409	-18,092	-49.6%
50130	Full-Time Salaries and Wages - Regular - Administrative	315,209	334,714	362,162	27,448	8.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	811,111	966,363	1,135,481	169,118	17.5%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	50,711	53,277	57,646	4,369	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	459,268	561,006	565,971	4,965	0.9%
50156	Full-Time Salaries and Wages - Overtime - Clerical	1,504	7,143	7,143	0	0.0%
50200	Medical Services	11,407	15,000	15,000	0	0.0%
50207	Professional Education Services	0	5,000	5,000	0	0.0%
50209	Other Professional Services	71,706	75,000	0	-75,000	-100.0%
50240	Printing and Binding	5,122	0	5,000	5,000	100.0%
50250	Advertising	22,805	45,374	45,193	-181	-0.4%
50270	Other Contractual Services	27,313	87,500	247,900	160,400	183.3%
50290	Purchase of Services from Other Governments	0	0	65,000	65,000	100.0%
50431	Education and Training	11,362	25,000	57,250	32,250	129.0%
50450	Dues And Association Memberships	1,768	3,000	3,000	0	0.0%
50459	Other Charges Miscellaneous	0	5,000	5,000	0	0.0%
50500	Office Supplies	19,736	15,457	20,000	4,543	29.4%
50501	Food Supplies and Food Service Supplies	6,868	8,000	8,000	0	0.0%
50512	Books and Subscriptions	1,082	3,000	3,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	11,058	45,000	55,000	10,000	22.2%
50521 Computer Software	148,841	135,849	148,849	13,000	9.6%
50812 Furniture and Fixtures-New Less Than \$10,000	2,998	0	3,000	3,000	100.0%
50815 Computer Equipment-New Less Than \$10,000	2,099	0	2,000	2,000	100.0%
50936 Temporary Salaries and Wages - Regular - Other Professional	9,824	0	0	0	0.0%
50940 Temporary Salaries and Wages - Regular - Technical	18,544	0	0	0	0.0%
50942 Temporary Salaries and Wages - Regular - Clerical	28,884	56,862	75,740	18,878	33.2%
50996 Salaries and Wages - Supplemental Sign On Bonus	15,000	75,886	75,886	0	0.0%
<b>Total Cost Center</b>	<b>2,768,269</b>	<b>3,344,735</b>	<b>3,801,435</b>	<b>456,700</b>	<b>13.7%</b>

### **50222 Student Health Services**

50108 Hybrid Disability Prgm (Prev Wage Adj)	33,026	8,000	8,000	0	0.0%
50110 FICA	326,638	375,470	419,005	43,535	11.6%
50111 Retirement VRS	682,277	790,342	915,953	125,611	15.9%
50112 Hospital/Medical Plans	738,521	824,623	927,653	103,030	12.5%
50113 Group Insurance - Life (VRS)	55,422	63,720	74,337	10,617	16.7%
50116 Mileage Supplement	11,384	9,300	12,656	3,356	36.1%
50118 Early Retirement (ERIP)	83	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	50,044	54,629	63,303	8,674	15.9%
50127 Post Retirement Salaries and Wages - Nurses	6,999	6,999	6,999	0	0.0%
50137 Full-Time Salaries and Wages - Regular - Other Professional	101,295	107,641	108,558	917	0.9%
50138 Full-Time Salaries and Wages - Regular - Nurses	3,930,427	4,559,610	5,338,792	779,182	17.1%
50141 Full-Time Salaries and Wages - Regular - Technical	10,053	25,570	31,845	6,275	24.5%
50143 Full-Time Salaries and Wages - Regular - Clerical	51,675	55,228	59,757	4,529	8.2%
50151 Full-Time Salaries and Wages - Overtime - Nurses	6,339	0	0	0	0.0%
50162 Post Retirement Salaries and Wages - Technical	7,526	7,609	4,806	-2,803	-36.8%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50207	Professional Education Services	0	1,000	1,000	0	0.0%
50210	Maintenance and Repairs	522	5,125	7,125	2,000	39.0%
50431	Education and Training	2,026	3,500	3,500	0	0.0%
50450	Dues And Association Memberships	385	1,650	2,500	850	51.5%
50500	Office Supplies	2,355	2,057	4,000	1,943	94.5%
50501	Food Supplies and Food Service Supplies	915	1,000	2,000	1,000	100.0%
50503	Medical and Laboratory Supplies	34,260	105,600	91,000	-14,600	-13.8%
50512	Books and Subscriptions	265	2,570	2,570	0	0.0%
50514	Other Operating Supplies	9,795	24,413	28,929	4,516	18.5%
50521	Computer Software	33,883	30,000	35,000	5,000	16.7%
50811	Machinery and Equipment-New Less Than \$10,000	0	3,000	8,000	5,000	166.7%
50831	Machinery and Equipment-Replacement Less Than \$10,000	21,853	62,300	63,500	1,200	1.9%
50937	Temporary Salaries and Wages - Regular - Nurses	46,324	67,871	71,556	3,685	5.4%
50940	Temporary Salaries and Wages - Regular - Technical	222,376	186,168	196,276	10,108	5.4%
50942	Temporary Salaries and Wages - Regular - Clerical	39,942	15,764	16,620	856	5.4%
50950	Temporary Salaries and Wages - Overtime - Nurses	0	0	0	0	0.0%
50953	Temporary Salaries and Wages - Overtime - Technical	380	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	5,907	7,274	7,689	415	5.7%
<b>Total Cost Center</b>		<b>6,432,897</b>	<b>7,408,033</b>	<b>8,512,929</b>	<b>1,104,896</b>	<b>14.9%</b>

### **50231 Public Relations**

50108	Hybrid Disability Prgm (Prev Wage Adj)	512	1,000	1,000	0	0.0%
50110	FICA	70,847	105,840	107,053	1,213	1.1%
50111	Retirement VRS	151,523	228,778	234,045	5,267	2.3%
50112	Hospital/Medical Plans	130,471	216,991	198,927	-18,064	-8.3%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50113	Group Insurance - Life (VRS)	12,048	18,580	19,003	423	2.3%
50116	Mileage Supplement	5,430	14,100	16,685	2,585	18.3%
50118	Early Retirement (ERIP)	28	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	10,879	16,655	17,039	384	2.3%
50130	Full-Time Salaries and Wages - Regular - Administrative	290,123	168,044	181,824	13,780	8.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	299,550	509,129	519,343	10,214	2.0%
50140	Full-Time Salaries and Wages - Regular - Technology Technical Development	153,735	70,586	76,374	5,788	8.2%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	0	432,422	471,958	39,536	9.1%
50143	Full-Time Salaries and Wages - Regular - Clerical	185,889	196,352	158,722	-37,630	-19.2%
50154	Full-Time Salaries and Wages - Overtime - Technical	189	0	0	0	0.0%
50155	Full-Time Salaries and Wages - Overtime - Technology Technical Support	0	10,000	10,000	0	0.0%
50164	Post Retirement Salaries and Wages - Clerical	7,372	7,400	0	-7,400	-100.0%
50209	Other Professional Services	30,635	31,000	32,000	1,000	3.2%
50210	Maintenance and Repairs	3,960	3,000	3,000	0	0.0%
50212	Vehicle Repair	0	1,000	2,000	1,000	100.0%
50240	Printing and Binding	8,191	35,000	26,940	-8,060	-23.0%
50250	Advertising	9,871	5,000	10,000	5,000	100.0%
50270	Other Contractual Services	0	11,000	11,000	0	0.0%
50412	Telecommunications	1,335	1,500	1,000	-500	-33.3%
50431	Education and Training	3,714	7,000	7,000	0	0.0%
50450	Dues And Association Memberships	1,055	1,500	1,500	0	0.0%
50500	Office Supplies	6,704	8,000	8,000	0	0.0%
50501	Food Supplies and Food Service Supplies	4,607	2,000	4,000	2,000	100.0%
50507	Gasoline	0	1,000	1,500	500	50.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512	Books and Subscriptions	651	1,300	500	-800	-61.5%
50514	Other Operating Supplies	10,645	7,000	10,000	3,000	42.9%
50521	Computer Software	0	0	58,000	58,000	100.0%
50813	Telecommunications Equipment-New Less Than \$10,000	0	35,000	35,000	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	11,930	12,000	15,000	3,000	25.0%
50936	Temporary Salaries and Wages - Regular - Other Professional	37,603	36,597	39,598	3,001	8.2%
50940	Temporary Salaries and Wages - Regular - Technical	0	3,140	3,246	106	3.4%
<b>Total Cost Center</b>		<b>1,449,497</b>	<b>2,197,914</b>	<b>2,281,257</b>	<b>83,343</b>	<b>3.8%</b>

### **50232 Television Services**

50108	Hybrid Disability Prgm (Prev Wage Adj)	137	1,000	1,000	0	0.0%
50110	FICA	28,549	24,549	80,874	56,325	229.4%
50111	Retirement VRS	67,004	54,766	178,770	124,004	226.4%
50112	Hospital/Medical Plans	84,557	29,513	178,077	148,564	503.4%
50113	Group Insurance - Life (VRS)	5,402	4,416	14,413	9,997	226.4%
50116	Mileage Supplement	7,453	0	5,718	5,718	100.0%
50119	Retiree Health Care Credit (VRS)	4,878	3,986	6,336	2,350	59.0%
50126	Post Retirement Salaries and Wages - Other Professional	0	1	0	-1	-100.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	0	121,027	143,826	22,799	18.8%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	68,951	87,909	18,958	27.5%
50137	Full-Time Salaries and Wages - Regular - Other Professional	83,050	139,537	490,915	351,378	251.8%
50141	Full-Time Salaries and Wages - Regular - Technical	0	0	352,985	352,985	100.0%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	320,105	0	0	0	0.0%
50155	Full-Time Salaries and Wages - Overtime - Technology Technical Support	10,731	0	0	0	0.0%
50162	Post Retirement Salaries and Wages - Technical	0	1	0	-1	-100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50212 Vehicle Repair	1,874	0	2,000	2,000	100.0%
50270 Other Contractual Services	12,040	0	16,000	16,000	100.0%
50431 Education and Training	566	0	0	0	0.0%
50459 Other Charges Miscellaneous	0	0	1,000	1,000	100.0%
50500 Office Supplies	0	1,500	2,500	1,000	66.7%
50501 Food Supplies and Food Service Supplies	0	2,000	5,000	3,000	150.0%
50507 Gasoline	1,107	0	0	0	0.0%
50513 Educational and Recreational Supplies	0	0	49,800	49,800	100.0%
50514 Other Operating Supplies	339	8,000	58,000	50,000	625.0%
50813 Telecommunications Equipment- New Less Than \$10,000	23,014	0	20,000	20,000	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	0	0	9,954	9,954	100.0%
50940 Temporary Salaries and Wages - Regular - Technical	3,132	0	0	0	0.0%
50953 Temporary Salaries and Wages - Overtime - Technical	134	0	0	0	0.0%
<b>Total Cost Center</b>	<b>654,072</b>	<b>459,247</b>	<b>1,705,077</b>	<b>1,245,830</b>	<b>271.3%</b>

### **50301 Assistant Superintendent for Operations**

50108 Hybrid Disability Prgm (Prev Wage Adj)	173	1,000	1,000	0	0.0%
50110 FICA	58,849	78,363	80,905	2,542	3.2%
50111 Retirement VRS	95,461	159,476	167,772	8,296	5.2%
50112 Hospital/Medical Plans	65,038	129,946	98,699	-31,247	-24.0%
50113 Group Insurance - Life (VRS)	7,786	12,862	13,532	670	5.2%
50116 Mileage Supplement	7,061	6,300	7,218	918	14.6%
50118 Early Retirement (ERIP)	302	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	6,399	6,764	10,190	3,426	50.7%
50126 Post Retirement Salaries and Wages - Other Professional	45,403	42,987	42,986	-1	-0.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	86,949	91,350	96,551	5,201	5.7%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50132 Full-Time Salaries and Wages - Regular - Assistant Superintendents	159,212	170,161	184,114	13,953	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	308,247	652,101	343,092	-309,009	-47.4%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	0	0	335,995	335,995	100.0%
50143 Full-Time Salaries and Wages - Regular - Clerical	44,057	46,286	50,083	3,797	8.2%
50164 Post Retirement Salaries and Wages - Clerical	9,945	9,945	0	-9,945	-100.0%
50209 Other Professional Services	16,967	15,520	17,348	1,828	11.8%
50240 Printing and Binding	1,176	0	1,000	1,000	100.0%
50410 Postal Services	0	1,377	1,377	0	0.0%
50431 Education and Training	2,522	3,200	3,200	0	0.0%
50450 Dues And Association Memberships	0	500	500	0	0.0%
50500 Office Supplies	3,370	2,900	3,900	1,000	34.5%
50501 Food Supplies and Food Service Supplies	682	750	1,750	1,000	133.3%
50511 Uniforms/Wearing Apparel/ITEMS	7,758	10,000	10,000	0	0.0%
50512 Books and Subscriptions	179	200	200	0	0.0%
50514 Other Operating Supplies	4,994	8,166	8,166	0	0.0%
50521 Computer Software	0	500	800	300	60.0%
50812 Furniture and Fixtures-New Less Than \$10,000	3,487	0	4,000	4,000	100.0%
50815 Computer Equipment-New Less Than \$10,000	434	0	0	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	0	0	697,500	697,500	100.0%
50936 Temporary Salaries and Wages - Regular - Other Professional	139,381	16,972	18,364	1,392	8.2%
50949 Temporary Salaries and Wages - Overtime - Other Professional	206	0	0	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	0	37,148	40,182	3,034	8.2%
<b>Total Cost Center</b>	<b>1,076,038</b>	<b>1,504,774</b>	<b>2,240,424</b>	<b>735,650</b>	<b>48.9%</b>

## 50302 Pupil Transportation

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	107,249	60,000	60,000	0	0.0%
50110 FICA	1,114,686	1,323,341	1,373,636	50,295	3.8%
50111 Retirement VRS	1,847,799	2,639,260	2,948,360	309,100	11.7%
50112 Hospital/Medical Plans	3,521,146	4,628,859	4,419,010	-209,849	-4.5%
50113 Group Insurance - Life (VRS)	146,506	217,363	242,791	25,428	11.7%
50115 Workers' Compensation	24,234	0	0	0	0.0%
50116 Mileage Supplement	1,942	1,800	0	-1,800	-100.0%
50119 Retiree Health Care Credit (VRS)	18,168	21,760	22,110	350	1.6%
50130 Full-Time Salaries and Wages - Regular - Administrative	260,297	275,555	298,150	22,595	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	362,865	383,496	414,944	31,448	8.2%
50141 Full-Time Salaries and Wages - Regular - Technical	1,697,188	2,027,672	2,219,367	191,695	9.5%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	415,450	438,519	554,025	115,506	26.3%
50143 Full-Time Salaries and Wages - Regular - Clerical	305,927	348,943	438,248	89,305	25.6%
50146 Full-Time Salaries and Wages - Regular - Operative	10,302,046	12,472,355	12,671,646	199,291	1.6%
50154 Full-Time Salaries and Wages - Overtime - Technical	37,474	0	0	0	0.0%
50155 Full-Time Salaries and Wages - Overtime - Technology Technical Support	14,359	0	0	0	0.0%
50156 Full-Time Salaries and Wages - Overtime - Clerical	25,691	0	0	0	0.0%
50159 Full-Time Salaries and Wages - Overtime - Operative	738,691	268,940	302,800	33,860	12.6%
50179 Part-Time Salaries and Wages - Regular - Operative	461	66,315	66,096	-219	-0.3%
50200 Medical Services	30,667	55,000	55,000	0	0.0%
50209 Other Professional Services	0	500	500	0	0.0%
50212 Vehicle Repair	3,756,027	3,667,695	3,785,213	117,518	3.2%
50220 Lease/Rent Of Equipment	83,918	102,000	102,000	0	0.0%
50221 Lease/Rent Of Buildings	118,145	125,000	125,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50240	Printing and Binding	11,621	7,000	20,000	13,000	185.7%
50260	Laundry and Dry Cleaning	364	2,000	5,000	3,000	150.0%
50310	Automotive/Motor Pool	1,472	0	0	0	0.0%
50431	Education and Training	14,479	25,000	35,000	10,000	40.0%
50450	Dues And Association Memberships	780	1,000	2,000	1,000	100.0%
50459	Other Charges Miscellaneous	284	500	500	0	0.0%
50500	Office Supplies	17,682	15,437	25,000	9,563	61.9%
50501	Food Supplies and Food Service Supplies	9,768	10,500	14,000	3,500	33.3%
50504	Laundry, Housekeeping, and Janitorial Supplies	8,868	30,000	30,000	0	0.0%
50508	Diesel Fuel	2,787,202	2,500,000	4,190,000	1,690,000	67.6%
50511	Uniforms/Wearing Apparel/ITEMS	15,235	25,000	25,000	0	0.0%
50512	Books and Subscriptions	268	1,000	1,000	0	0.0%
50514	Other Operating Supplies	5,472	10,000	10,000	0	0.0%
50521	Computer Software	398,969	600,000	850,000	250,000	41.7%
50802	Furniture and Fixtures-New \$10,000 and Over	9,052	0	0	0	0.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	22,934	0	220,000	220,000	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	7,157	0	18,400	18,400	100.0%
50815	Computer Equipment-New Less Than \$10,000	4,912	5,000	9,000	4,000	80.0%
50822	Furniture and Fixtures-Replacement \$10,000 and Over	6,480	0	0	0	0.0%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	16,692	0	220,000	220,000	100.0%
50831	Machinery and Equipment-Replacement Less Than \$10,000	21,823	10,000	20,000	10,000	100.0%
50832	Furniture and Fixtures-Replacement Less Than \$10,000	59,174	6,190	70,250	64,060	1,034.9%
50835	Computer Equipment-Replacement Less Than \$10,000	2,914	0	5,000	5,000	100.0%
50940	Temporary Salaries and Wages - Regular - Technical	0	238,780	258,360	19,580	8.2%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50945	Temporary Salaries and Wages - Regular - Operative	1,187,391	682,557	737,204	54,647	8.0%
50958	Temporary Salaries and Wages - Overtime - Operative	8,554	0	0	0	0.0%
50997	Salaries and Wages - Supplemental Bonus	13,250	558,399	558,399	0	0.0%
<b>Total Cost Center</b>		29,563,733	33,852,736	37,423,009	3,570,273	10.5%

### **50331 Construction and Maintenance**

50108	Hybrid Disability Prgm (Prev Wage Adj)	59,925	40,000	40,000	0	0.0%
50110	FICA	1,589,713	1,813,254	1,820,097	6,843	0.4%
50111	Retirement VRS	2,936,383	3,783,959	3,998,771	214,812	5.7%
50112	Hospital/Medical Plans	4,189,341	4,653,577	4,708,598	55,021	1.2%
50113	Group Insurance - Life (VRS)	268,238	311,799	329,179	17,380	5.6%
50115	Workers' Compensation	51,313	0	0	0	0.0%
50116	Mileage Supplement	15,203	14,400	14,530	130	0.9%
50118	Early Retirement (ERIP)	511	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	23,403	28,153	26,684	-1,469	-5.2%
50126	Post Retirement Salaries and Wages - Other Professional	26,951	26,951	0	-26,951	-100.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	251,317	264,766	286,478	21,712	8.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	1,098,888	1,591,581	1,699,491	107,910	6.8%
50141	Full-Time Salaries and Wages - Regular - Technical	889,691	598,331	608,803	10,472	1.8%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	176,439	187,469	199,735	12,266	6.5%
50143	Full-Time Salaries and Wages - Regular - Clerical	143,308	159,927	173,041	13,114	8.2%
50145	Full-Time Salaries and Wages - Regular - Trades	4,794,393	5,496,908	5,819,309	322,401	5.9%
50147	Full-Time Salaries and Wages - Regular - Laborer	2,008,419	2,513,861	2,592,217	78,356	3.1%
50148	Full-Time Salaries and Wages - Regular - Service	10,800,344	12,024,251	11,577,510	-446,741	-3.7%
50154	Full-Time Salaries and Wages - Overtime - Technical	10,464	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50155 Full-Time Salaries and Wages - Overtime - Technology Technical Support	64	0	0	0	0.0%
50158 Full-Time Salaries and Wages - Overtime - Trades	183,849	0	0	0	0.0%
50160 Full-Time Salaries and Wages - Overtime - Laborer	107,220	0	0	0	0.0%
50161 Full-Time Salaries and Wages - Overtime - Service	414,304	395,906	395,906	0	0.0%
50164 Post Retirement Salaries and Wages - Clerical	16,683	16,846	9,043	-7,803	-46.3%
50181 Part-Time Salaries and Wages - Regular - Service	565,266	729,507	799,927	70,420	9.7%
50183 Post Retirement Salaries and Wages - Trades	92,971	92,970	73,368	-19,602	-21.1%
50196 Part-Time Salaries and Wages - Overtime - Service	2,800	0	0	0	0.0%
50197 Post Retirement Salaries and Wages - Laborer	411	0	0	0	0.0%
50198 Post Retirement Salaries and Wages - Service	30,802	30,500	30,500	0	0.0%
50203 Management Consulting	43,016	50,000	50,000	0	0.0%
50204 Engineering/Architectural Services	5,435	27,000	27,000	0	0.0%
50209 Other Professional Services	1,950	0	0	0	0.0%
50210 Maintenance and Repairs	2,321,700	1,605,659	2,317,567	711,908	44.3%
50211 Maintenance Service Contracts	1,012,654	604,382	1,004,382	400,000	66.2%
50212 Vehicle Repair	298,651	250,000	300,000	50,000	20.0%
50220 Lease/Rent Of Equipment	6,897	10,000	260,000	250,000	2,500.0%
50221 Lease/Rent Of Buildings	434,197	313,940	463,940	150,000	47.8%
50270 Other Contractual Services	134,595	132,830	160,330	27,500	20.7%
50404 Refuse Service	37,736	0	126,726	126,726	100.0%
50431 Education and Training	7,210	11,500	11,500	0	0.0%
50450 Dues And Association Memberships	1,674	2,000	2,000	0	0.0%
50500 Office Supplies	19,135	30,000	30,000	0	0.0%
50501 Food Supplies and Food Service Supplies	5,945	10,000	10,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50502	Agricultural Supplies	90,213	115,000	115,000	0	0.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	1,027,952	1,000,000	1,000,000	0	0.0%
50506	Repair and Maintenance Supplies	673,157	756,908	759,500	2,592	0.3%
50507	Gasoline	302,908	360,800	360,800	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	83,982	100,000	100,000	0	0.0%
50517	Small Tools	34,172	31,750	36,750	5,000	15.7%
50521	Computer Software	3,320	2,500	2,500	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	1,850	10,000	10,000	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	2,854	0	3,000	3,000	100.0%
50821	Machinery and Equipment-Replacement \$10,000 and Over	138,029	50,000	140,000	90,000	180.0%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	453,801	240,000	360,000	120,000	50.0%
50831	Machinery and Equipment-Replacement Less Than \$10,000	73,280	100,000	100,000	0	0.0%
50832	Furniture and Fixtures-Replacement Less Than \$10,000	3,407	3,500	3,500	0	0.0%
50835	Computer Equipment-Replacement Less Than \$10,000	850	2,500	2,500	0	0.0%
50946	Temporary Salaries and Wages - Regular - Laborer	0	11,671	12,628	957	8.2%
50947	Temporary Salaries and Wages - Regular - Service	77,470	197,791	214,010	16,219	8.2%
<b>Total Cost Center</b>		<b>38,046,654</b>	<b>40,804,647</b>	<b>43,186,820</b>	<b>2,382,173</b>	<b>5.8%</b>

### 50332 Utilities

50210	Maintenance and Repairs	359,190	363,768	363,768	0	0.0%
50400	Electric Services	10,028,154	9,341,900	9,341,900	0	0.0%
50401	Heating Services	1,488,167	1,585,000	1,585,000	0	0.0%
50402	Water Service	540,001	500,000	550,000	50,000	10.0%
50403	Sewer Service	496,401	500,000	520,000	20,000	4.0%
50404	Refuse Service	324,395	350,000	660,000	310,000	88.6%
50412	Telecommunications	484,478	515,000	515,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	13,720,786	13,155,668	13,535,668	380,000	2.9%
<b>50401 Assistant Superintendent for Finance</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	284	1,000	1,000	0	0.0%
50110 FICA	73,179	82,871	84,645	1,774	2.1%
50111 Retirement VRS	158,069	186,315	192,294	5,979	3.2%
50112 Hospital/Medical Plans	105,519	121,632	128,934	7,302	6.0%
50113 Group Insurance - Life (VRS)	12,795	15,023	15,503	480	3.2%
50116 Mileage Supplement	4,012	3,900	6,702	2,802	71.8%
50119 Retiree Health Care Credit (VRS)	11,554	12,863	12,573	-290	-2.3%
50126 Post Retirement Salaries and Wages - Other Professional	17,673	17,673	17,673	0	0.0%
50132 Full-Time Salaries and Wages - Regular - Assistant Superintendents	175,671	184,564	199,698	15,134	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	285,079	358,761	365,616	6,855	1.9%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	418,718	475,341	486,275	10,934	2.3%
50143 Full-Time Salaries and Wages - Regular - Clerical	96,575	102,357	105,410	3,053	3.0%
50202 Accounting And Auditing Services	109,850	110,000	120,000	10,000	9.1%
50265 Field Trips	1,511	0	0	0	0.0%
50270 Other Contractual Services	38,223	47,948	47,948	0	0.0%
50431 Education and Training	8,142	15,800	15,800	0	0.0%
50450 Dues And Association Memberships	1,239	5,350	5,350	0	0.0%
50459 Other Charges Miscellaneous	121	0	0	0	0.0%
50500 Office Supplies	5,503	2,600	5,600	3,000	115.4%
50501 Food Supplies and Food Service Supplies	2,820	1,100	3,100	2,000	181.8%
50512 Books and Subscriptions	0	1,700	1,700	0	0.0%
50513 Educational and Recreational Supplies	3,346	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	5,134	4,500	5,500	1,000	22.2%
50521 Computer Software	81,590	52,600	82,600	30,000	57.0%
50811 Machinery and Equipment-New Less Than \$10,000	93	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	1,005	0	1,000	1,000	100.0%
50815 Computer Equipment-New Less Than \$10,000	6,179	500	8,689	8,189	1,637.8%
50941 Temporary Salaries and Wages - Regular - Technology Technical Support	881	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,624,765</b>	<b>1,804,398</b>	<b>1,913,610</b>	<b>109,212</b>	<b>6.1%</b>

### **50402 Budget**

50110 FICA	20,672	21,981	23,298	1,317	6.0%
50111 Retirement VRS	45,957	49,035	53,056	4,021	8.2%
50112 Hospital/Medical Plans	27,246	27,926	29,771	1,845	6.6%
50113 Group Insurance - Life (VRS)	3,705	3,954	4,277	323	8.2%
50116 Mileage Supplement	378	300	656	356	118.7%
50119 Retiree Health Care Credit (VRS)	3,346	3,570	3,862	292	8.2%
50130 Full-Time Salaries and Wages - Regular - Administrative	137,562	147,834	159,955	12,121	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	72,080	75,729	81,939	6,210	8.2%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	66,876	71,475	77,336	5,861	8.2%
50270 Other Contractual Services	50,861	54,948	62,444	7,496	13.6%
50431 Education and Training	20	1,400	1,400	0	0.0%
50450 Dues And Association Memberships	0	150	150	0	0.0%
50500 Office Supplies	239	30	850	820	2,733.3%
50514 Other Operating Supplies	283	1,613	1,613	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	95	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,576	0	2,000	2,000	100.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50832 Furniture and Fixtures- Replacement Less Than \$10,000	0	820	0	-820	-100.0%
<b>Total Cost Center</b>	430,896	460,765	502,607	41,842	9.1%
<b>50403 Payroll</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	90	1,000	1,000	0	0.0%
50110 FICA	45,495	52,882	60,670	7,788	14.7%
50111 Retirement VRS	99,051	106,587	124,350	17,763	16.7%
50112 Hospital/Medical Plans	107,848	117,717	140,928	23,211	19.7%
50113 Group Insurance - Life (VRS)	7,983	8,621	10,054	1,433	16.6%
50114 Unemployment Insurance	23,892	309,542	309,532	-10	-0.0%
50116 Mileage Supplement	1,004	900	1,406	506	56.2%
50119 Retiree Health Care Credit (VRS)	7,209	7,759	8,475	716	9.2%
50126 Post Retirement Salaries and Wages - Other Professional	20,618	20,618	0	-20,618	-100.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	109,920	115,484	124,954	9,470	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	258,753	272,761	307,114	34,353	12.6%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	151,217	166,923	215,888	48,965	29.3%
50143 Full-Time Salaries and Wages - Regular - Clerical	81,490	86,152	100,242	14,090	16.4%
50155 Full-Time Salaries and Wages - Overtime - Technology Technical Support	796	2,060	2,060	0	0.0%
50164 Post Retirement Salaries and Wages - Clerical	0	0	11,821	11,821	100.0%
50240 Printing and Binding	233	0	0	0	0.0%
50270 Other Contractual Services	72,046	49,043	74,043	25,000	51.0%
50431 Education and Training	2,326	5,782	5,782	0	0.0%
50450 Dues And Association Memberships	0	1,000	1,000	0	0.0%
50500 Office Supplies	1,306	2,000	2,000	0	0.0%
50512 Books and Subscriptions	0	500	500	0	0.0%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514	Other Operating Supplies	450	4,000	4,000	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	0	4,000	4,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	1,103	0	2,000	2,000	100.0%
50942	Temporary Salaries and Wages - Regular - Clerical	38,337	45,821	52,283	6,462	14.1%
<b>Total Cost Center</b>		<b>1,031,167</b>	<b>1,377,152</b>	<b>1,564,102</b>	<b>186,950</b>	<b>13.6%</b>

### **50404 General Services**

50108	Hybrid Disability Prgm (Prev Wage Adj)	271	1,000	1,000	0	0.0%
50110	FICA	35,424	38,294	40,356	2,062	5.4%
50111	Retirement VRS	71,377	77,539	81,641	4,102	5.3%
50112	Hospital/Medical Plans	104,247	109,620	93,856	-15,764	-14.4%
50113	Group Insurance - Life (VRS)	5,771	6,274	6,606	332	5.3%
50119	Retiree Health Care Credit (VRS)	4,846	5,195	5,374	179	3.4%
50130	Full-Time Salaries and Wages - Regular - Administrative	117,800	96,942	89,994	-6,948	-7.2%
50141	Full-Time Salaries and Wages - Regular - Technical	162,042	171,235	185,278	14,043	8.2%
50148	Full-Time Salaries and Wages - Regular - Service	180,484	198,563	216,198	17,635	8.9%
50161	Full-Time Salaries and Wages - Overtime - Service	103	1,500	1,500	0	0.0%
50198	Post Retirement Salaries and Wages - Service	9,835	9,835	9,835	0	0.0%
50210	Maintenance and Repairs	545	2,160	2,000	-160	-7.4%
50211	Maintenance Service Contracts	130	2,000	2,000	0	0.0%
50212	Vehicle Repair	9,758	10,580	10,500	-80	-0.8%
50220	Lease/Rent Of Equipment	81,979	100,000	100,520	520	0.5%
50221	Lease/Rent Of Buildings	47,244	62,000	62,000	0	0.0%
50240	Printing and Binding	-270	9,000	9,000	0	0.0%
50250	Advertising	0	1,200	600	-600	-50.0%
50410	Postal Services	85,085	87,000	87,400	400	0.5%

<b>Cost Center</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431	Education and Training	75	1,000	1,000	0	0.0%
50450	Dues And Association Memberships	625	600	700	100	16.7%
50500	Office Supplies	2,947	6,000	6,000	0	0.0%
50501	Food Supplies and Food Service Supplies	183	480	500	20	4.2%
50507	Gasoline	10,078	19,000	19,000	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	127	700	500	-200	-28.6%
50514	Other Operating Supplies	37,966	54,740	54,740	0	0.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	0	29,000	29,000	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	1,443	0	1,000	1,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	2,541	0	3,000	3,000	100.0%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	22,338	0	0	0	0.0%
50942	Temporary Salaries and Wages - Regular - Clerical	22,618	35,920	38,865	2,945	8.2%
<b>Total Cost Center</b>		<b>1,017,612</b>	<b>1,137,377</b>	<b>1,159,963</b>	<b>22,586</b>	<b>2.0%</b>

### **50501 School Board**

50106	Board and Commissions	111,076	108,795	123,189	14,394	13.2%
50110	FICA	18,286	20,073	22,039	1,966	9.8%
50111	Retirement VRS	22,897	24,476	26,483	2,007	8.2%
50112	Hospital/Medical Plans	55,756	25,957	27,925	1,968	7.6%
50113	Group Insurance - Life (VRS)	1,846	1,974	2,135	161	8.2%
50119	Retiree Health Care Credit (VRS)	1,667	1,782	1,928	146	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	137,771	147,269	159,345	12,076	8.2%
50156	Full-Time Salaries and Wages - Overtime - Clerical	3,923	0	0	0	0.0%
50164	Post Retirement Salaries and Wages - Clerical	13,340	13,339	13,339	0	0.0%
50430	Mileage	1,604	8,000	8,000	0	0.0%
50431	Education and Training	15,874	24,000	24,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>	
50441	Payment To Other Civic/Community Organizations	2,900	2,900	2,900	0	0.0%
50450	Dues And Association Memberships	22,087	23,000	23,000	0	0.0%
50500	Office Supplies	4,808	2,200	5,200	3,000	136.4%
50501	Food Supplies and Food Service Supplies	3,693	4,000	4,000	0	0.0%
50512	Books and Subscriptions	132	100	100	0	0.0%
50513	Educational and Recreational Supplies	315	0	0	0	0.0%
50514	Other Operating Supplies	487	1,200	1,200	0	0.0%
50521	Computer Software	2,700	3,000	3,000	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	282	0	0	0	0.0%
50999	Other Benefits	833	0	0	0	0.0%
<b>Total Cost Center</b>		<b>422,277</b>	<b>412,065</b>	<b>447,783</b>	<b>35,718</b>	<b>8.7%</b>

### **50502 Superintendent**

50110	FICA	19,004	18,721	21,330	2,609	13.9%
50111	Retirement VRS	54,476	57,380	62,085	4,705	8.2%
50112	Hospital/Medical Plans	25,994	26,683	28,765	2,082	7.8%
50113	Group Insurance - Life (VRS)	4,489	4,627	5,006	379	8.2%
50119	Retiree Health Care Credit (VRS)	4,053	4,178	4,520	342	8.2%
50126	Post Retirement Salaries and Wages - Other Professional	0	0	24,449	24,449	100.0%
50131	Full-Time Salaries and Wages - Regular - Superintendent	270,022	268,562	290,585	22,023	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	72,153	76,683	82,971	6,288	8.2%
50431	Education and Training	11,036	9,000	11,000	2,000	22.2%
50450	Dues And Association Memberships	8,555	9,000	9,000	0	0.0%
50500	Office Supplies	499	1,620	1,620	0	0.0%
50501	Food Supplies and Food Service Supplies	4,878	3,000	5,000	2,000	66.7%
50511	Uniforms/Wearing Apparel/ITEMS	185	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	150	600	600	0	0.0%
50514 Other Operating Supplies	232	4,000	4,000	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	552	0	0	0	0.0%
50942 Temporary Salaries and Wages - Regular - Clerical	942	0	0	0	0.0%
50999 Other Benefits	19,167	32,500	32,500	0	0.0%
<b>Total Cost Center</b>	<b>496,387</b>	<b>516,554</b>	<b>583,431</b>	<b>66,877</b>	<b>12.9%</b>
<b>50503 Legal Services</b>					
50201 Legal Services	22,832	181,700	181,700	0	0.0%
<b>Total Cost Center</b>	<b>22,832</b>	<b>181,700</b>	<b>181,700</b>	<b>0</b>	<b>0.0%</b>
<b>50505 Equity and Diversity</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	238	1,000	1,000	0	0.0%
50110 FICA	30,033	24,951	38,287	13,336	53.4%
50111 Retirement VRS	59,428	46,276	74,264	27,988	60.5%
50112 Hospital/Medical Plans	40,436	32,785	42,578	9,793	29.9%
50113 Group Insurance - Life (VRS)	4,748	3,731	5,989	2,258	60.5%
50116 Mileage Supplement	0	1,800	5,062	3,262	181.2%
50119 Retiree Health Care Credit (VRS)	4,288	3,368	4,566	1,198	35.6%
50130 Full-Time Salaries and Wages - Regular - Administrative	115,196	121,027	130,952	9,925	8.2%
50133 Full-Time Salaries and Wages - Regular - Instructional	135,357	157,405	315,886	158,481	100.7%
50137 Full-Time Salaries and Wages - Regular - Other Professional	110,073	0	0	0	0.0%
50207 Professional Education Services	800	17,000	17,000	0	0.0%
50265 Field Trips	0	10,000	10,663	663	6.6%
50270 Other Contractual Services	28,000	0	0	0	0.0%
50431 Education and Training	8,508	12,000	16,000	4,000	33.3%
50450 Dues And Association Memberships	-50	4,200	4,200	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50459 Other Charges Miscellaneous	7,108	12,000	12,000	0	0.0%
50500 Office Supplies	1,163	5,000	10,000	5,000	100.0%
50501 Food Supplies and Food Service Supplies	9,773	6,600	11,600	5,000	75.8%
50511 Uniforms/Wearing Apparel/ITEMS	3,210	10,000	10,000	0	0.0%
50512 Books and Subscriptions	21,930	22,000	22,000	0	0.0%
50513 Educational and Recreational Supplies	2,513	6,840	6,840	0	0.0%
50514 Other Operating Supplies	7,736	12,660	12,660	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	31	0	0	0	0.0%
50931 Temporary Salaries and Wages - Regular - Administrative	28,369	35,920	27,158	-8,762	-24.4%
50932 Temporary Salaries and Wages - Regular - Instructional	0	20,526	28,871	8,345	40.7%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	9,491	10,008	11,068	1,060	10.6%
<b>Total Cost Center</b>	<b>628,379</b>	<b>577,097</b>	<b>818,644</b>	<b>241,547</b>	<b>41.9%</b>



**Operating Budget Education - School Cafeteria - NSLP**  
**Henrico County, Virginia**  
**FY2023-24**  
*Sorted by Natural Account*

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50108 Hybrid Disability Prgm (Prev Wage Adj)	24,569	0	0	0	0.0%
50109 Vacancy Savings	0	-93,092	0	93,092	100.0%
50110 FICA	618,414	640,503	789,217	148,714	23.2%
50111 Retirement VRS	725,514	856,793	929,883	73,090	8.5%
50112 Hospital/Medical Plans	934,566	1,246,725	1,190,557	-56,168	-4.5%
50113 Group Insurance - Life (VRS)	50,226	63,643	68,858	5,215	8.2%
50115 Workers' Compensation	4,710	0	0	0	0.0%
50116 Mileage Supplement	6,069	5,250	10,847	5,597	106.6%
50118 Early Retirement (ERIP)	-181	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	42,117	38,977	42,701	3,724	9.6%
50126 Post Retirement Salaries and Wages - Other Professional	267	0	0	0	0.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	233,401	247,156	267,423	20,267	8.2%
50137 Full-Time Salaries and Wages - Regular - Other Professional	435,736	551,151	585,988	34,837	6.3%
50140 Full-Time Salaries and Wages - Regular - Technology Technical Development	65,628	68,951	74,604	5,653	8.2%
50142 Full-Time Salaries and Wages - Regular - Technology Technical Support	37,389	39,282	42,503	3,221	8.2%
50143 Full-Time Salaries and Wages - Regular - Clerical	295,556	352,920	331,673	-21,247	-6.0%
50145 Full-Time Salaries and Wages - Regular - Trades	65,327	128,334	131,855	3,521	2.7%
50147 Full-Time Salaries and Wages - Regular - Laborer	35,970	0	0	0	0.0%
50148 Full-Time Salaries and Wages - Regular - Service	2,524,166	3,296,092	3,602,833	306,741	9.3%
50150 Full-Time Salaries and Wages - Overtime - Other Professional	32	0	0	0	0.0%

<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50155	Full-Time Salaries and Wages - Overtime - Technology Technical Support	7	0	0	0	0.0%
50156	Full-Time Salaries and Wages - Overtime - Clerical	1,942	0	0	0	0.0%
50158	Full-Time Salaries and Wages - Overtime - Trades	233	0	0	0	0.0%
50160	Full-Time Salaries and Wages - Overtime - Laborer	100	0	0	0	0.0%
50161	Full-Time Salaries and Wages - Overtime - Service	96,661	65,000	65,000	0	0.0%
50181	Part-Time Salaries and Wages - Regular - Service	3,084,118	3,369,612	4,831,145	1,461,533	43.4%
50196	Part-Time Salaries and Wages - Overtime - Service	436	0	0	0	0.0%
50198	Post Retirement Salaries and Wages - Service	5,339	8,008	0	-8,008	-100.0%
50209	Other Professional Services	222	50,000	2,000	-48,000	-96.0%
50210	Maintenance and Repairs	290,499	500,000	400,000	-100,000	-20.0%
50211	Maintenance Service Contracts	0	1,000	1,000	0	0.0%
50212	Vehicle Repair	11,807	20,000	10,000	-10,000	-50.0%
50213	Maintenance Service Contracts- Computers	0	115,000	100,000	-15,000	-13.0%
50220	Lease/Rent Of Equipment	16,856	30,000	20,000	-10,000	-33.3%
50221	Lease/Rent Of Buildings	89,847	100,000	100,000	0	0.0%
50240	Printing and Binding	1,173	5,000	1,000	-4,000	-80.0%
50250	Advertising	2,331	2,000	10,000	8,000	400.0%
50270	Other Contractual Services	371	10,000	10,000	0	0.0%
50400	Electric Services	371,502	372,000	375,000	3,000	0.8%
50401	Heating Services	63,302	63,301	64,000	699	1.1%
50402	Water Service	19,967	20,000	21,000	1,000	5.0%
50403	Sewer Service	19,967	20,000	21,000	1,000	5.0%
50404	Refuse Service	13,975	14,000	15,000	1,000	7.1%
50430	Mileage	18	100	100	0	0.0%



<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431	Education and Training	18,716	60,000	40,000	-20,000	-33.3%
50450	Dues And Association Memberships	4,094	5,000	5,000	0	0.0%
50459	Other Charges Miscellaneous	-11	100,000	100,000	0	0.0%
50500	Office Supplies	34,182	100,000	100,000	0	0.0%
50501	Food Supplies and Food Service Supplies	9,772,124	10,973,837	11,078,422	104,585	1.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	61,323	100,000	200,000	100,000	100.0%
50507	Gasoline	6,966	7,000	7,000	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	95	20,000	20,000	0	0.0%
50512	Books and Subscriptions	3,418	0	0	0	0.0%
50514	Other Operating Supplies	845,332	500,000	500,000	0	0.0%
50517	Small Tools	28,190	50,000	10,000	-40,000	-80.0%
50521	Computer Software	72,801	0	0	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	0	6,000	6,000	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	7,000	7,000	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	0	25,000	0	-25,000	-100.0%
50821	Machinery and Equipment-Replacement \$10,000 and Over	168,651	800,000	435,000	-365,000	-45.6%
50822	Furniture and Fixtures-Replacement \$10,000 and Over	6,455	10,000	10,000	0	0.0%
50825	Computer Equipment-Replacement \$10,000 and Over	0	0	600,000	600,000	100.0%
50831	Machinery and Equipment-Replacement Less Than \$10,000	8,174	100,000	100,000	0	0.0%
50832	Furniture and Fixtures-Replacement Less Than \$10,000	8,400	5,000	5,000	0	0.0%
50835	Computer Equipment-Replacement Less Than \$10,000	0	0	15,000	15,000	100.0%
50947	Temporary Salaries and Wages - Regular - Service	610,877	564,454	660,020	95,566	16.9%
50960	Temporary Salaries and Wages - Overtime - Service	0	200	200	0	0.0%
50997	Salaries and Wages - Supplemental Bonus	854,000	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Fund Total</b>	<b>22,693,936</b>	<b>25,641,197</b>	<b>28,013,829</b>	<b>2,372,632</b>	<b>9.3%</b>



## Education - Fund 1109 State and Federal Grants Totals by Project Henrico County, Virginia FY 2023-24

Project Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
00000 None	8,967	14,400,000	0	- 14,400,000	-100.0%
01204 Computer Insurance Coverage	1,769,843	900,000	0	-900,000	-100.0%
01205 CTE Resource Center (811570 State Revenue)	1,145,501	1,369,425	1,442,561	73,136	5.3%
01207 Driver's Education Program	87,493	179,006	191,514	12,508	7.0%
01208 Early Reading Intervention	769,258	1,093,636	1,176,049	82,413	7.5%
01209 Educational Interpreters Grant	15,098	14,000	21,000	7,000	50.0%
01211 Adult Education & Family Literacy Act (AEFLA)	307,163	663,678	389,577	-274,101	-41.3%
01212 Grant Administration	-274,692	286,785	308,452	21,667	7.6%
01215 Humanities Center Grant	0	8,000	8,000	0	0.0%
01216 Individual Student Alternative Ed. Plan (ISAEP)	59,859	65,774	76,698	10,924	16.6%
01220 Mentor Teacher Program	0	187,802	161,616	-26,186	-13.9%
01221 Pell Grants	398,043	649,550	649,550	0	0.0%
01229 Reserve for State and Federal Grants	990	4,080,711	5,130,570	1,049,859	25.7%
01231 SOL Algebra Readiness Grant	372,101	663,760	677,119	13,359	2.0%
01232 Special Education Jail Program Grant	92,614	101,858	97,027	-4,831	-4.7%
01233 Virginia Preschool Initiative (Formerly State 4yr. old Program)	3,071,265	5,268,057	4,998,554	-269,503	-5.1%
01236 Summer School	2,572,449	2,361,544	2,536,331	174,787	7.4%
01278 New Bridge Learning Center After Care Program	-7,053	0	0	0	0.0%
01279 Juvenile Detention Home Title I - D 2004/05	97,708	190,040	112,711	-77,329	-40.7%
01348 Federal Class Size/Title II 2019-20	12,477	0	0	0	0.0%

Project Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
01349	Federal Class Size/Title II 2020-21	896,470	0	0	0	0.0%
01350	Federal Class Size/Title II 2021-22	491,141	0	0	0	0.0%
01351	Federal Class Size/Title II 2022-23	0	1,544,744	0	-1,544,744	-100.0%
01352	Federal Class Size/Title II 2023-24	0	0	1,492,235	1,492,235	100.0%
01379	Head Start Program Yr 18 (2017-18)	0	0	0	0	0.0%
01382	Head Start Program Yr 19 2020-21	931,148	0	0	0	0.0%
01383	Head Start Program 2021-22	888,553	0	0	0	0.0%
01384	Head Start Program Yr 21 2022-23	0	1,190,721	0	-1,190,721	-100.0%
01385	Head Start Program Yr 22 2023-24	0	0	2,024,002	2,024,002	100.0%
01409	Homeless Assistance 2020-21	21,528	0	0	0	0.0%
01410	Homeless Assistance 2021-22	92,167	0	0	0	0.0%
01411	Homeless Assistance 2022-23	0	120,122	0	-120,122	-100.0%
01412	Homeless Assistance 2023-24	0	0	129,697	129,697	100.0%
01469	Perkins Act III 2020-21	69,992	0	0	0	0.0%
01470	Perkins Act III 2021-22	660,829	0	0	0	0.0%
01471	Perkins Act III 2022-23	0	766,664	0	-766,664	-100.0%
01472	Perkins Act III 2023-24	0	0	966,411	966,411	100.0%
01500	Pre-School 2021-22	255,948	0	0	0	0.0%
01501	Pre-School 2022-23	97,796	584,180	0	-584,180	-100.0%
01502	Pre-School 2023-24	0	0	602,188	602,188	100.0%
01521	Juvenile Detention Home 2012-13	1,512,366	1,833,430	1,791,234	-42,196	-2.3%
01588	Technology State 2019-20	92,411	0	0	0	0.0%
01589	Technology State 2020-21	906,018	0	0	0	0.0%
01590	Technology State 2021-22	206,196	0	0	0	0.0%

Project Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
01591	Technology State 2022-23	0	1,800,000	0	-1,800,000	-100.0%
01592	Technology State 2023-24	0	0	1,800,000	1,800,000	100.0%
01620	Title I-A 2019-20	38,235	0	0	0	0.0%
01621	Title I-A 2020-21	2,929,009	0	0	0	0.0%
01622	Title I-A 2021-22	8,400,685	0	0	0	0.0%
01623	Title I-A 2022-23	0	12,688,879	0	-12,688,879	-100.0%
01624	Title I-A 2023-24	0	0	13,822,200	13,822,200	100.0%
01674	Title III Immigrant and Youth	0	101,677	113,333	11,656	11.5%
01678	Title III (ESL) 2019-20	-40,993	0	0	0	0.0%
01679	Title III (ESL) 2020-21	288,836	23,532	0	-23,532	-100.0%
01680	Title III (ESL) 2021-22	76,499	0	0	0	0.0%
01681	Title III (ESL) 2022-23	0	773,261	0	-773,261	-100.0%
01682	Title III (ESL) 2023-24	0	0	913,587	913,587	100.0%
01685	Title III Immigrant and Youth 2019-2020	43,894	0	0	0	0.0%
01710	Title IV Part A 2018-19 Student Support & Academic	6,600	0	0	0	0.0%
01711	Title IV Part A 2019-20 Student Support & Academics	55,984	0	0	0	0.0%
01712	Title IV Part A 2020-21 Student Support & Academics	681,261	0	0	0	0.0%
01713	Title IV Part A 2021-22 Student Support & Academics	124,950	0	0	0	0.0%
01714	Title IV Part A 2022-23 Student Support & Academics	0	970,129	0	-970,129	-100.0%
01715	Title IV Part A 2023-24	0	0	913,161	913,161	100.0%
01739	Title VI-B 2019-20	11,383	0	0	0	0.0%
01740	Title VI-B 2020-21	7,019,252	58,920	0	-58,920	-100.0%
01741	Title VI-B 2021-22	4,093,891	0	0	0	0.0%
01742	Title VI-B 2022-23	0	9,693,377	0	-9,693,377	-100.0%

Project Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
01743	Title VI-B 2023-24	0	0	12,420,220	12,420,220	100.0%
02000	Miscellaneous School Grants (Federal)	7,042	100,000	100,000	0	0.0%
02008	Misc Federal Grant - English Literacy/Civics Ed Grant	197,872	161,911	177,570	15,659	9.7%
02028	School STAT Implementation - Wilder MS	139,526	1,589,665	1,615,717	26,052	1.6%
02700	Miscellaneous School Grants (Local)	120,492	100,000	100,000	0	0.0%
02716	Misc Local Grant - Jail East & Jail West Education Program	795,195	887,312	958,857	71,545	8.1%
02725	Henrico Education Foundation Grants	121,546	650,000	262,500	-387,500	-59.6%
02726	Misc. Local Grant - Technology	1,814,109	0	0	0	0.0%
02727	Misc. Local Grant - Evening School Excellence	79,816	110,223	116,680	6,457	5.9%
02728	Miscellaneous Local - Cell Tower	166,256	0	0	0	0.0%
02730	Advance College Academy Program	475	1,200,000	1,200,000	0	0.0%
02737	Bay Watershed in Science Education (BWISE)	0	0	75,126	75,126	100.0%
03500	Miscellaneous School Grants (State)	242,406	100,000	100,000	0	0.0%
03501	Miscellaneous State - Project Graduation 2005	0	40,000	42,000	2,000	5.0%
03504	Miscellaneous State - CTE Center	9,998	0	0	0	0.0%
03507	Miscellaneous State - Jobs for	7,101	25,000	26,250	1,250	5.0%
03518	Miscellaneous State - Career and Tech Edu - Caper	0	1,500,000	1,050,000	-450,000	-30.0%
03524	DMAS Health Services Program	2,331,998	2,523,158	2,612,284	89,126	3.5%
03534	Misc State Grant - National Board Certification	497,290	532,466	560,403	27,937	5.2%
03542	Misc State Grant - GAE Extended Diploma Program	2,078	70,958	78,210	7,252	10.2%
03543	Misc State Grant - Race to GED Outreach Programs	18,627	86,062	94,244	8,182	9.5%
03545	Misc State Grant - MS Teacher Corps - Fairfield & Wilder	25,000	77,192	85,452	8,260	10.7%
03547	Misc State Grant - CTSO Specialists Program/CTE	0	800,000	0	-800,000	-100.0%
03557	Misc. State Grant - College Readiness Ceneter	35,744	0	0	0	0.0%

Project Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
03558	Math/Reading Incentive	84,073	266,816	286,937	20,121	7.5%
03562	Wallace Foundation Grant	107,412	0	0	0	0.0%
03563	Start-Up Grant for Extended Year Program - Baker Elem	9,120	0	0	0	0.0%
03567	Start-Up Grant for Extended Year Program - Fairfield MS	0	0	0	0	0.0%
03568	Start-Up Grant for Extended Year Program - Elko MS	0	0	0	0	0.0%
03570	STEM Early Learning Through the Arts	70,000	70,000	73,500	3,500	5.0%
03572	Virginia Reading Corp Partnership	120,000	0	120,000	120,000	100.0%
03573	State Grant - High School Program Innovation Planning Grant	10,151	0	0	0	0.0%
03574	State Grant - VTSS	-8,884	51,028	54,289	3,261	6.4%
05043	Student Transcript Grant	28,328	20,000	20,000	0	0.0%
05090	CDBG - Southside CHDO FY06-07	0	0	0	0	0.0%
05125	CTE Resource Center Program Account	939	92,000	92,000	0	0.0%
06820	General Adult Catalog Classes	70,366	126,784	136,736	9,952	7.8%
08480	An Achievable Dream Academy	500,000	0	0	0	0.0%
08790	Special Education - Regional Program	1,104,560	2,924,217	3,068,830	144,613	4.9%
08908	FY2020-21 CSA	2,290,492	0	0	0	0.0%
08933	COVID-19 Costs	3,560,377	0	0	0	0.0%
09020	FY2021-22 CSA	11,822,773	0	0	0	0.0%
09022	FY2021-22 State Part C	0	0	0	0	0.0%
09056	American Rescue Plan Act - ESSER III Funds	3,178,641	552,734	5,150,822	4,598,088	831.9%
09057	CARES Act - ESSER II Funds	18,313,762	4,257,698	0	-4,257,698	-100.0%
09072	Head Start - CARES Act	198,058	99,510	106,548	7,038	7.1%
09103	CRRSA ESSER II Set-Aside	350,727	86,974	99,112	12,138	14.0%
09178	McKinney-Vento - ESSER	286,327	0	0	0	0.0%

<b>Project Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
09203 School Improvement (Fairfield) FY22	69,280	0	0	0	0.0%
09204 School Improvement (Glen Lea) FY22	11,536	0	0	0	0.0%
09205 School Improvement (Laburnum) FY22	13,313	0	0	0	0.0%
09206 School Improvement (Wilder) FY22	93,910	0	0	0	0.0%
09207 School Improvement (Rolfe) FY22	50,726	0	0	0	0.0%
09208 School Improvement (Elko) FY22	42,128	0	0	0	0.0%
09214 ARP CSLFRF HVAC grant	64,984	0	0	0	0.0%
09216 VA School Screening Testing for Assurance (ViSSTA)	10,379	725,542	0	-725,542	-100.0%
09256 IDEA Part B- ARPA Flowthrough 84.027	366,124	0	0	0	0.0%
09261 IDEA Part B 611 ARPA Flowthrough CEIS 84.027	1,485	0	0	0	0.0%
09282 IDEA Part B 619 ARPA Flowthrough 84.173X	91,247	0	0	0	0.0%
09291 ESSER III Set-Aside Before and After School Programs	10,799	0	236,026	236,026	100.0%
09292 ESSER III Set-Aside Summer Programs	1,671	0	0	0	0.0%
09314 Post-Secondary – SPED – ESSER III	58,716	0	0	0	0.0%
09445 VA Dept of Conservation + Recreation Watershed Education Grant	0	0	27,812	27,812	100.0%
09482 FY2023-24 CSA	0	0	16,040,512	16,040,512	100.0%
<b>Total All Projects</b>	<b>90,947,224</b>	<b>84,460,512</b>	<b>89,734,014</b>	<b>5,273,502</b>	<b>6.2%</b>





**Education Fund 1109 - State and Federal Grant  
Line Item Budget By Project  
Henrico County, Virginia  
FY 2023-24**

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>00000 None</b>					
50110 FICA	0	0	0	0	0.0%
50514 Other Operating Supplies	-2,289	0	0	0	0.0%
50615 Counseling And Treatment Services	0	14,400,000	0	-14,400,000	-100.0%
50815 Computer Equipment-New Less Than \$10,000	-6,990	0	0	0	0.0%
50931 Temporary Salaries and Wages - Regular - Administrative	18,246	0	0	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	0	0	0	0	0.0%
<b>Total Project</b>	<b>8,967</b>	<b>14,400,000</b>	<b>0</b>	<b>-14,400,000</b>	<b>-100.0%</b>
<b>01204 Computer Insurance Coverage</b>					
50811 Machinery and Equipment-New Less Than \$10,000	0	900,000	0	-900,000	-100.0%
50815 Computer Equipment-New Less Than \$10,000	1,467,336	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	302,507	0	0	0	0.0%
<b>Total Project</b>	<b>1,769,843</b>	<b>900,000</b>	<b>0</b>	<b>-900,000</b>	<b>-100.0%</b>
<b>01205 CTE Resource Center (811570 State Revenue)</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	496	0	0	0	0.0%
50110 FICA	41,650	58,734	63,210	4,476	7.6%
50111 Retirement VRS	95,169	125,650	135,323	9,673	7.7%
50112 Hospital/Medical Plans	55,709	94,501	91,696	-2,805	-3.0%
50113 Group Insurance - Life (VRS)	7,672	10,132	10,912	780	7.7%

		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50116	Mileage Supplement	378	300	656	356	118.7%
50119	Retiree Health Care Credit (VRS)	6,928	7,322	7,924	602	8.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	506,983	568,642	614,458	45,816	8.1%
50142	Full-Time Salaries and Wages - Regular - Technology Technical Support	65,628	143,857	153,775	9,918	6.9%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	37,955	40,115	2,160	5.7%
50148	Full-Time Salaries and Wages - Regular - Service	0	37,955	40,115	2,160	5.7%
50207	Professional Education Services	4,027	5,500	5,500	0	0.0%
50211	Maintenance Service Contracts	4,279	10,656	10,656	0	0.0%
50220	Lease/Rent Of Equipment	2,927	3,300	3,300	0	0.0%
50221	Lease/Rent Of Buildings	114,518	126,321	126,321	0	0.0%
50240	Printing and Binding	0	2,000	2,000	0	0.0%
50270	Other Contractual Services	225,253	19,900	19,900	0	0.0%
50410	Postal Services	0	2,000	2,000	0	0.0%
50431	Education and Training	2,702	9,909	9,909	0	0.0%
50459	Other Charges Miscellaneous	0	77,064	77,064	0	0.0%
50500	Office Supplies	1,739	3,000	3,000	0	0.0%
50521	Computer Software	2,804	8,200	8,200	0	0.0%
50811	Machinery and Equipment-New Less Than \$10,000	610	5,255	5,255	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	102	1,517	1,517	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	5,811	9,755	9,755	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	116	0	0	0	0.0%
<b>Total Project</b>		1,145,501	1,369,425	1,442,561	73,136	5.3%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
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### 01207 Driver's Education Program

50110	FICA	1,626	2,981	3,849	868	29.1%
50207	Professional Education Services	0	750	750	0	0.0%
50211	Maintenance Service Contracts	0	1,500	1,500	0	0.0%
50212	Vehicle Repair	60,846	80,000	80,000	0	0.0%
50431	Education and Training	212	750	750	0	0.0%
50507	Gasoline	19,096	20,000	20,000	0	0.0%
50513	Educational and Recreational Supplies	2,700	10,000	10,000	0	0.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	0	13,000	0	-13,000	-100.0%
50834	Motor Vehicles and Equipment-Replacement Less Than \$10,000	0	10,000	22,999	12,999	130.0%
50931	Temporary Salaries and Wages - Regular - Administrative	3,013	24,169	34,949	10,780	44.6%
50932	Temporary Salaries and Wages - Regular - Instructional	0	15,856	16,717	861	5.4%
<b>Total Project</b>		87,493	179,006	191,514	12,508	7.0%

### 01208 Early Reading Intervention

50110	FICA	55,493	69,684	75,398	5,714	8.2%
50459	Other Charges Miscellaneous	0	88,599	88,599	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	669,226	935,353	1,012,052	76,699	8.2%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	43,819	0	0	0	0.0%
50956	Temporary Salaries and Wages - Overtime - Instructional Assistants	720	0	0	0	0.0%
<b>Total Project</b>		769,258	1,093,636	1,176,049	82,413	7.5%

### 01209 Educational Interpreters Grant

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50207	Professional Education Services	13,898	13,200	20,200	7,000	53.0%
50431	Education and Training	1,200	650	650	0	0.0%
50513	Educational and Recreational Supplies	0	150	150	0	0.0%
<b>Total Project</b>		15,098	14,000	21,000	7,000	50.0%

### 01211 Adult Education & Family Literacy Act (AEFLA)

50110	FICA	25,110	42,962	23,957	-19,005	-88.5%
50207	Professional Education Services	0	1,000	1,000	0	0.0%
50250	Advertising	5,000	9,688	9,688	0	0.0%
50431	Education and Training	0	5,000	5,000	0	0.0%
50513	Educational and Recreational Supplies	16,318	28,362	28,362	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	254,341	576,666	321,570	-255,096	-88.5%
50942	Temporary Salaries and Wages - Regular - Clerical	6,394	0	0	0	0.0%
<b>Total Project</b>		307,163	663,678	389,577	-274,101	-41.3%

### 01212 Grant Administration

50110	FICA	9,914	15,296	15,717	421	7.2%
50111	Retirement VRS	22,176	34,124	35,061	937	7.2%
50112	Hospital/Medical Plans	18,131	27,207	41,342	14,135	78.1%
50113	Group Insurance - Life (VRS)	1,822	2,752	2,826	74	7.2%
50116	Mileage Supplement	378	300	0	-300	-100.0%
50119	Retiree Health Care Credit (VRS)	1,645	1,784	2,553	769	96.5%
50137	Full-Time Salaries and Wages - Regular - Other Professional	137,135	205,322	210,953	5,631	7.2%
50431	Education and Training	112	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	-466,506	0	0	0	0.0%
50513	Educational and Recreational Supplies	501	0	0	0	0.0%
<b>Total Project</b>		-274,692	286,785	308,452	21,667	7.6%

### 01215 Humanities Center Grant

50270	Other Contractual Services	0	8,000	8,000	0	0.0%
<b>Total Project</b>		0	8,000	8,000	0	0.0%

### 01216 Individual Student Alternative Ed. Plan (ISAEP)

50110	FICA	3,022	3,428	4,048	620	18.1%
50111	Retirement VRS	6,556	6,928	8,233	1,305	18.8%
50112	Hospital/Medical Plans	8,156	8,335	8,814	479	5.7%
50113	Group Insurance - Life (VRS)	529	559	664	105	18.8%
50119	Retiree Health Care Credit (VRS)	477	504	599	95	18.8%
50143	Full-Time Salaries and Wages - Regular - Clerical	39,447	41,685	49,538	7,853	18.8%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	1,672	4,335	4,802	467	10.8%
<b>Total Project</b>		59,859	65,774	76,698	10,924	16.6%

### 01220 Mentor Teacher Program

50110	FICA	0	9,528	5,524	-4,004	-42.0%
50207	Professional Education Services	0	1,000	1,000	0	0.0%
50270	Other Contractual Services	0	0	15,000	15,000	100.0%
50431	Education and Training	0	6,000	8,000	2,000	33.3%
50500	Office Supplies	0	3,000	3,000	0	0.0%
50501	Food Supplies and Food Service Supplies	0	17,000	27,945	10,945	64.4%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50512	Books and Subscriptions	0	13,385	17,000	3,615	27.0%
50514	Other Operating Supplies	0	10,000	10,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	91,282	0	-91,282	-100.0%
50963	Salaries and Wages - Regular - School Substitute - Instructional	0	36,607	74,147	37,540	102.5%

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<b>Total Project</b>		0	187,802	161,616	-26,186	-13.9%
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### 01221 Pell Grants

50110	FICA	965	0	0	0	0.0%
50420	Insurance	0	1,500	1,500	0	0.0%
50455	Tuition	327,750	585,000	585,000	0	0.0%
50459	Other Charges Miscellaneous	0	3,000	3,000	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	1,352	800	800	0	0.0%
50513	Educational and Recreational Supplies	0	2,000	2,000	0	0.0%
50519	Textbooks	5,336	10,500	10,500	0	0.0%
50521	Computer Software	50,020	46,750	46,750	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	12,620	0	0	0	0.0%

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<b>Total Project</b>		398,043	649,550	649,550	0	0.0%
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### 01229 Reserve for State and Federal Grants

50110	FICA	0	40,335	46,314	5,979	14.8%
50111	Retirement VRS	0	89,983	103,321	13,338	14.8%
50112	Hospital/Medical Plans	0	105,365	88,139	-17,226	-16.3%
50113	Group Insurance - Life (VRS)	0	7,255	8,330	1,075	14.8%
50119	Retiree Health Care Credit (VRS)	0	6,551	0	-6,551	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50133	Full-Time Salaries and Wages - Regular - Instructional	0	541,413	621,664	80,251	14.8%
50459	Other Charges Miscellaneous	990	3,289,809	4,262,802	972,993	29.6%
<b>Total Project</b>		990	4,080,711	5,130,570	1,049,859	25.7%

### 01231 SOL Algebra Readiness Grant

50108	Hybrid Disability Prgm (Prev Wage Adj)	148	0	0	0	0.0%
50110	FICA	18,835	36,302	37,695	1,393	3.8%
50111	Retirement VRS	41,169	58,997	61,302	2,305	3.9%
50112	Hospital/Medical Plans	33,549	54,167	36,922	-17,245	-31.8%
50113	Group Insurance - Life (VRS)	3,319	4,756	4,943	187	3.9%
50116	Mileage Supplement	0	0	1,312	1,312	100.0%
50119	Retiree Health Care Credit (VRS)	2,997	4,295	4,463	168	3.9%
50133	Full-Time Salaries and Wages - Regular - Instructional	247,042	372,300	384,738	12,438	3.3%
50431	Education and Training	9,827	10,000	10,000	0	0.0%
50513	Educational and Recreational Supplies	72	8,000	14,500	6,500	81.3%
50932	Temporary Salaries and Wages - Regular - Instructional	15,143	114,943	121,244	6,301	5.5%
<b>Total Project</b>		372,101	663,760	677,119	13,359	2.0%

### 01232 Special Education Jail Program Grant

50108	Hybrid Disability Prgm (Prev Wage Adj)	161	0	0	0	0.0%
50110	FICA	5,078	5,258	4,943	-315	-6.0%
50111	Retirement VRS	11,166	11,731	11,028	-703	-6.0%
50112	Hospital/Medical Plans	7,311	7,483	8,814	1,331	17.8%
50113	Group Insurance - Life (VRS)	900	946	889	-57	-6.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50119	Retiree Health Care Credit (VRS)	813	854	0	-854	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	67,185	70,586	66,353	-4,233	-6.0%
50513	Educational and Recreational Supplies	0	5,000	5,000	0	0.0%
<b>Total Project</b>		92,614	101,858	97,027	-4,831	-4.7%

### 01233 Virginia Preschool Initiative (Formerly State 4yr. old Program)

50108	Hybrid Disability Prgm (Prev Wage Adj)	17,211	0	0	0	0.0%
50110	FICA	152,276	268,572	257,666	-10,906	-4.1%
50111	Retirement VRS	349,257	599,130	574,826	-24,304	-4.1%
50112	Hospital/Medical Plans	432,140	709,526	624,560	-84,966	-12.0%
50113	Group Insurance - Life (VRS)	28,368	48,304	46,355	-1,949	-4.0%
50119	Retiree Health Care Credit (VRS)	25,616	37,684	36,563	-1,121	-3.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	1,563,475	2,781,062	2,460,406	-320,656	-11.5%
50138	Full-Time Salaries and Wages - Regular - Nurses	0	51,477	54,408	2,931	5.7%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	502,922	772,302	943,770	171,468	22.2%
<b>Total Project</b>		3,071,265	5,268,057	4,998,554	-269,503	-5.1%

### 01236 Summer School

50110	FICA	18,081	147,790	159,910	12,120	8.2%
50240	Printing and Binding	1,000	1,000	1,000	0	0.0%
50250	Advertising	0	7,000	7,000	0	0.0%
50265	Field Trips	7,409	10,000	10,000	0	0.0%
50270	Other Contractual Services	45,573	50,000	50,000	0	0.0%
50455	Tuition	0	15,000	15,000	0	0.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	0	35,000	35,000	0	0.0%
50501	Food Supplies and Food Service Supplies	768	7,000	7,000	0	0.0%
50513	Educational and Recreational Supplies	60,669	75,000	75,000	0	0.0%
50514	Other Operating Supplies	9,162	30,000	30,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	1,836,687	1,821,647	1,971,022	149,375	8.2%
50937	Temporary Salaries and Wages - Regular - Nurses	76,104	37,840	40,943	3,103	8.2%
50940	Temporary Salaries and Wages - Regular - Technical	36,673	26,421	28,587	2,166	8.2%
50942	Temporary Salaries and Wages - Regular - Clerical	22,807	22,189	24,008	1,819	8.2%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	165,866	75,657	81,861	6,204	8.2%
50997	Salaries and Wages - Supplemental Bonus	291,650	0	0	0	0.0%

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<b>Total Project</b>		2,572,449	2,361,544	2,536,331	174,787	7.4%
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### 01278 New Bridge Learning Center After Care Program

50431	Education and Training	643	0	0	0	0.0%
50459	Other Charges Miscellaneous	-7,797	0	0	0	0.0%
50513	Educational and Recreational Supplies	11	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	90	0	0	0	0.0%

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<b>Total Project</b>		-7,053	0	0	0	0.0%
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### 01279 Juvenile Detention Home Title I - D 2004/05

50108	Hybrid Disability Prgm (Prev Wage Adj)	148	0	0	0	0.0%
50110	FICA	4,010	9,290	5,230	-4,060	-43.7%
50111	Retirement VRS	10,264	20,726	11,668	-9,058	-43.7%
50112	Hospital/Medical Plans	17,876	28,861	19,817	-9,044	-31.3%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50113	Group Insurance - Life (VRS)	828	1,671	941	-730	-43.7%
50119	Retiree Health Care Credit (VRS)	747	785	849	64	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	61,758	124,707	70,206	-54,501	-43.7%
50431	Education and Training	0	2,000	2,000	0	0.0%
50513	Educational and Recreational Supplies	2,077	2,000	2,000	0	0.0%
<b>Total Project</b>		97,708	190,040	112,711	-77,329	-40.7%

#### 01348 Federal Class Size/Title II 2019-20

50431	Education and Training	2,171	0	0	0	0.0%
50459	Other Charges Miscellaneous	4,337	0	0	0	0.0%
50514	Other Operating Supplies	698	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	5,271	0	0	0	0.0%
<b>Total Project</b>		12,477	0	0	0	0.0%

#### 01349 Federal Class Size/Title II 2020-21

50108	Hybrid Disability Prgm (Prev Wage Adj)	140	0	0	0	0.0%
50110	FICA	36,415	0	0	0	0.0%
50111	Retirement VRS	84,914	0	0	0	0.0%
50112	Hospital/Medical Plans	80,772	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	6,973	0	0	0	0.0%
50116	Mileage Supplement	1,368	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	6,295	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	22,058	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	420,755	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50137	Full-Time Salaries and Wages - Regular - Other Professional	12,847	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	11,208	0	0	0	0.0%
50270	Other Contractual Services	20,266	0	0	0	0.0%
50431	Education and Training	27,134	0	0	0	0.0%
50455	Tuition	88,461	0	0	0	0.0%
50459	Other Charges Miscellaneous	23,056	0	0	0	0.0%
50513	Educational and Recreational Supplies	9,398	0	0	0	0.0%
50514	Other Operating Supplies	3,197	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	7,849	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	33,364	0	0	0	0.0%
<b>Total Project</b>		896,470	0	0	0	0.0%
<b>01350 Federal Class Size/Title II 2021-22</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	2	0	0	0	0.0%
50110	FICA	3,675	0	0	0	0.0%
50111	Retirement VRS	8,082	0	0	0	0.0%
50112	Hospital/Medical Plans	13,827	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	695	0	0	0	0.0%
50116	Mileage Supplement	386	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	627	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	1,131	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	40,468	0	0	0	0.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	668	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50143	Full-Time Salaries and Wages - Regular - Clerical	346	0	0	0	0.0%
50270	Other Contractual Services	3,000	0	0	0	0.0%
50431	Education and Training	254,036	0	0	0	0.0%
50450	Dues And Association Memberships	30,900	0	0	0	0.0%
50455	Tuition	89,922	0	0	0	0.0%
50459	Other Charges Miscellaneous	9,759	0	0	0	0.0%
50513	Educational and Recreational Supplies	5,872	0	0	0	0.0%
50514	Other Operating Supplies	25,750	0	0	0	0.0%
50521	Computer Software	1,995	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	0	0	0.0%

<b>Total Project</b>		491,141	0	0	0	0.0%
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### 01351 Federal Class Size/Title II 2022-23

50110	FICA	0	57,420	0	-57,420	-400.0%
50111	Retirement VRS	0	121,272	0	-121,272	-400.0%
50112	Hospital/Medical Plans	0	117,655	0	-117,655	-400.0%
50113	Group Insurance - Life (VRS)	0	9,777	0	-9,777	-400.0%
50116	Mileage Supplement	0	2,260	0	-2,260	-200.0%
50119	Retiree Health Care Credit (VRS)	0	4,458	0	-4,458	-300.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	0	81,642	0	-81,642	-200.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	613,578	0	-613,578	-400.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	16,844	0	-16,844	-100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	17,605	0	-17,605	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50270	Other Contractual Services	0	27,416	0	-27,416	-100.0%
50431	Education and Training	0	231,837	0	-231,837	-100.0%
50455	Tuition	0	100,000	0	-100,000	-100.0%
50459	Other Charges Miscellaneous	0	36,121	0	-36,121	-100.0%
50513	Educational and Recreational Supplies	0	34,000	0	-34,000	-100.0%
50514	Other Operating Supplies	0	31,808	0	-31,808	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	41,051	0	-41,051	-100.0%
<b>Total Project</b>		0	1,544,744	0	-1,544,744	-100.0%

#### 01352 Federal Class Size/Title II 2023-24

50110	FICA	0	0	57,164	57,164	400.0%
50111	Retirement VRS	0	0	120,397	120,397	400.0%
50112	Hospital/Medical Plans	0	0	108,991	108,991	400.0%
50113	Group Insurance - Life (VRS)	0	0	9,708	9,708	400.0%
50116	Mileage Supplement	0	0	7,461	7,461	300.0%
50119	Retiree Health Care Credit (VRS)	0	0	7,735	7,735	400.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	0	0	47,389	47,389	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	633,367	633,367	400.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	0	27,339	27,339	100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	0	16,322	16,322	100.0%
50270	Other Contractual Services	0	0	80,000	80,000	100.0%
50431	Education and Training	0	0	107,000	107,000	100.0%
50455	Tuition	0	0	125,000	125,000	100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	0	0	34,000	34,000	100.0%
50513	Educational and Recreational Supplies	0	0	34,000	34,000	100.0%
50514	Other Operating Supplies	0	0	32,000	32,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	44,362	44,362	100.0%
<b>Total Project</b>		0	0	1,492,235	1,492,235	100.0%

### 01379 Head Start Program Yr 18 (2017-18)

50212	Vehicle Repair	39	0	0	0	0.0%
50512	Books and Subscriptions	-39	0	0	0	0.0%
<b>Total Project</b>		0	0	0	0	0.0%

### 01382 Head Start Program Yr 19 2020-21

50108	Hybrid Disability Prgm (Prev Wage Adj)	936	0	0	0	0.0%
50110	FICA	38,757	0	0	0	0.0%
50111	Retirement VRS	103,825	0	0	0	0.0%
50112	Hospital/Medical Plans	112,119	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	7,755	0	0	0	0.0%
50116	Mileage Supplement	375	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	7,003	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	44,561	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	163,910	0	0	0	0.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	24,692	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	295,584	0	0	0	0.0%
50210	Maintenance and Repairs	2,464	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50240	Printing and Binding	2,565	0	0	0	0.0%
50265	Field Trips	0	0	0	0	0.0%
50270	Other Contractual Services	6,380	0	0	0	0.0%
50431	Education and Training	7,940	0	0	0	0.0%
50450	Dues And Association Memberships	1,204	0	0	0	0.0%
50459	Other Charges Miscellaneous	81	0	0	0	0.0%
50500	Office Supplies	4,680	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	273	0	0	0	0.0%
50513	Educational and Recreational Supplies	73,447	0	0	0	0.0%
50514	Other Operating Supplies	3,467	0	0	0	0.0%
50521	Computer Software	70	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	16,243	0	0	0	0.0%
50813	Telecommunications Equipment-New Less Than \$10,000	2,231	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	5,455	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	2,850	0	0	0	0.0%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	2,281	0	0	0	0.0%
<b>Total Project</b>		931,148	0	0	0	0.0%

### 01383 Head Start Program 2021-22

50108	Hybrid Disability Prgm (Prev Wage Adj)	2,434	0	0	0	0.0%
50110	FICA	40,642	0	0	0	0.0%
50111	Retirement VRS	71,373	0	0	0	0.0%
50112	Hospital/Medical Plans	121,424	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50113	Group Insurance - Life (VRS)	6,394	0	0	0	0.0%
50116	Mileage Supplement	418	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	5,776	0	0	0	0.0%
50124	Post Retirement Salaries and Wages - Instructional Substitutes	1,039	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	26,736	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	294,717	0	0	0	0.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	29,947	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	192,985	0	0	0	0.0%
50240	Printing and Binding	989	0	0	0	0.0%
50265	Field Trips	100	0	0	0	0.0%
50270	Other Contractual Services	800	0	0	0	0.0%
50431	Education and Training	16,764	0	0	0	0.0%
50500	Office Supplies	9,468	0	0	0	0.0%
50503	Medical and Laboratory Supplies	132	0	0	0	0.0%
50513	Educational and Recreational Supplies	20,074	0	0	0	0.0%
50521	Computer Software	26,250	0	0	0	0.0%
50620	Emergency Needs/Food Bank	344	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	458	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	12,033	0	0	0	0.0%
50963	Salaries and Wages - Regular - School Substitute - Instructional	6,574	0	0	0	0.0%
50974	Salaries and Wages - Regular - School Substitute - Instructional Assistants	682	0	0	0	0.0%
<b>Total Project</b>		888,553	0	0	0	0.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01384 Head Start Program Yr 21 2022-23</b>						
50110	FICA	0	52,396	0	-52,396	-100.0%
50111	Retirement VRS	0	113,387	0	-113,387	-100.0%
50112	Hospital/Medical Plans	0	164,759	0	-164,759	-100.0%
50113	Group Insurance - Life (VRS)	0	9,143	0	-9,143	-100.0%
50116	Mileage Supplement	0	600	0	-600	-100.0%
50119	Retiree Health Care Credit (VRS)	0	7,762	0	-7,762	-100.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	0	74,906	0	-74,906	-100.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	0	58,085	0	-58,085	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	549,219	0	-549,219	-100.0%
50240	Printing and Binding	0	3,500	0	-3,500	-100.0%
50265	Field Trips	0	6,100	0	-6,100	-100.0%
50270	Other Contractual Services	0	10,300	0	-10,300	-100.0%
50410	Postal Services	0	1,000	0	-1,000	-100.0%
50431	Education and Training	0	26,721	0	-26,721	-100.0%
50450	Dues And Association Memberships	0	1,210	0	-1,210	-100.0%
50500	Office Supplies	0	10,000	0	-10,000	-100.0%
50501	Food Supplies and Food Service Supplies	0	3,000	0	-3,000	-100.0%
50513	Educational and Recreational Supplies	0	49,787	0	-49,787	-100.0%
50521	Computer Software	0	27,720	0	-27,720	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	21,126	0	-21,126	-100.0%
<b>Total Project</b>		0	1,190,721	0	-1,190,721	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01385 Head Start Program Yr 22 2023-24</b>						
50110	FICA	0	0	93,481	93,481	100.0%
50111	Retirement VRS	0	0	202,978	202,978	100.0%
50112	Hospital/Medical Plans	0	0	298,837	298,837	100.0%
50113	Group Insurance - Life (VRS)	0	0	16,364	16,364	100.0%
50116	Mileage Supplement	0	0	1,203	1,203	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	13,073	13,073	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	650,209	650,209	100.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	0	0	41,213	41,213	100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	0	529,859	529,859	100.0%
50240	Printing and Binding	0	0	2,000	2,000	100.0%
50265	Field Trips	0	0	10,000	10,000	100.0%
50270	Other Contractual Services	0	0	6,300	6,300	100.0%
50410	Postal Services	0	0	1,000	1,000	100.0%
50431	Education and Training	0	0	22,321	22,321	100.0%
50450	Dues And Association Memberships	0	0	1,210	1,210	100.0%
50459	Other Charges Miscellaneous	0	0	5,000	5,000	100.0%
50500	Office Supplies	0	0	10,000	10,000	100.0%
50501	Food Supplies and Food Service Supplies	0	0	1,000	1,000	100.0%
50513	Educational and Recreational Supplies	0	0	54,201	54,201	100.0%
50521	Computer Software	0	0	30,200	30,200	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	33,553	33,553	100.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>	0	0	2,024,002	2,024,002	100.0%
<b>01409 Homeless Assistance 2020-21</b>					
50110 FICA	217	0	0	0	0.0%
50137 Full-Time Salaries and Wages - Regular - Other Professional	11,735	0	0	0	0.0%
50260 Laundry and Dry Cleaning	5,808	0	0	0	0.0%
50620 Emergency Needs/Food Bank	937	0	0	0	0.0%
50942 Temporary Salaries and Wages - Regular - Clerical	2,831	0	0	0	0.0%
<b>Total Project</b>	21,528	0	0	0	0.0%
<b>01410 Homeless Assistance 2021-22</b>					
50110 FICA	1,083	0	0	0	0.0%
50137 Full-Time Salaries and Wages - Regular - Other Professional	58,675	0	0	0	0.0%
50459 Other Charges Miscellaneous	5,508	0	0	0	0.0%
50620 Emergency Needs/Food Bank	12,748	0	0	0	0.0%
50942 Temporary Salaries and Wages - Regular - Clerical	14,153	0	0	0	0.0%
<b>Total Project</b>	92,167	0	0	0	0.0%
<b>01411 Homeless Assistance 2022-23</b>					
50110 FICA	0	7,147	0	-7,147	-100.0%
50111 Retirement VRS	0	12,295	0	-12,295	-100.0%
50113 Group Insurance - Life (VRS)	0	991	0	-991	-100.0%
50119 Retiree Health Care Credit (VRS)	0	895	0	-895	-100.0%
50137 Full-Time Salaries and Wages - Regular - Other Professional	0	73,974	0	-73,974	-100.0%
50459 Other Charges Miscellaneous	0	2,856	0	-2,856	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50942	Temporary Salaries and Wages - Regular - Clerical	0	21,964	0	-21,964	-100.0%
<b>Total Project</b>		0	120,122	0	-120,122	-100.0%
<b>01412 Homeless Assistance 2023-24</b>						
50110	FICA	0	0	5,963	5,963	100.0%
50111	Retirement VRS	0	0	13,303	13,303	100.0%
50113	Group Insurance - Life (VRS)	0	0	1,073	1,073	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	968	968	100.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	0	80,040	80,040	100.0%
50459	Other Charges Miscellaneous	0	0	10,000	10,000	100.0%
50620	Emergency Needs/Food Bank	0	0	18,350	18,350	100.0%
<b>Total Project</b>		0	0	129,697	129,697	100.0%
<b>01469 Perkins Act III 2020-21</b>						
50110	FICA	1,759	0	0	0	0.0%
50111	Retirement VRS	1,036	0	0	0	0.0%
50112	Hospital/Medical Plans	1,344	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	84	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	75	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	6,231	0	0	0	0.0%
50240	Printing and Binding	235	0	0	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	17,927	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	24,440	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	16,861	0	0	0	0.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>	69,992	0	0	0	0.0%
<b>01470 Perkins Act III 2021-22</b>					
50108 Hybrid Disability Prgm (Prev Wage Adj)	31	0	0	0	0.0%
50110 FICA	8,964	0	0	0	0.0%
50111 Retirement VRS	24,003	0	0	0	0.0%
50112 Hospital/Medical Plans	34,056	0	0	0	0.0%
50113 Group Insurance - Life (VRS)	1,936	0	0	0	0.0%
50119 Retiree Health Care Credit (VRS)	1,747	0	0	0	0.0%
50143 Full-Time Salaries and Wages - Regular - Clerical	31,157	0	0	0	0.0%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	100,852	0	0	0	0.0%
50220 Lease/Rent Of Equipment	2,992	0	0	0	0.0%
50240 Printing and Binding	160	0	0	0	0.0%
50431 Education and Training	17,245	0	0	0	0.0%
50500 Office Supplies	2,002	0	0	0	0.0%
50519 Textbooks	72,523	0	0	0	0.0%
50521 Computer Software	110,197	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	114,525	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	91,745	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	20,155	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	26,428	0	0	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	111	0	0	0	0.0%
<b>Total Project</b>	660,829	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01471 Perkins Act III 2022-23</b>						
50110	FICA	0	6,061	0	-6,061	-100.0%
50111	Retirement VRS	0	11,814	0	-11,814	-100.0%
50112	Hospital/Medical Plans	0	25,632	0	-25,632	-100.0%
50113	Group Insurance - Life (VRS)	0	952	0	-952	-100.0%
50119	Retiree Health Care Credit (VRS)	0	860	0	-860	-100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	39,282	0	-39,282	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	31,800	0	-31,800	-100.0%
50207	Professional Education Services	0	4,200	0	-4,200	-100.0%
50220	Lease/Rent Of Equipment	0	5,000	0	-5,000	-100.0%
50240	Printing and Binding	0	15,000	0	-15,000	-100.0%
50431	Education and Training	0	60,000	0	-60,000	-100.0%
50519	Textbooks	0	40,000	0	-40,000	-100.0%
50521	Computer Software	0	60,000	0	-60,000	-100.0%
50811	Machinery and Equipment-New Less Than \$10,000	0	270,800	0	-270,800	-100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	60,000	0	-60,000	-100.0%
50815	Computer Equipment-New Less Than \$10,000	0	125,000	0	-125,000	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	10,263	0	-10,263	-100.0%
<b>Total Project</b>		0	766,664	0	-766,664	-100.0%

**01472 Perkins Act III 2023-24**

50110	FICA	0	0	6,536	6,536	100.0%
50111	Retirement VRS	0	0	12,783	12,783	100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50112	Hospital/Medical Plans	0	0	27,399	27,399	100.0%
50113	Group Insurance - Life (VRS)	0	0	1,031	1,031	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	930	930	100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	0	42,503	42,503	100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	0	34,409	34,409	100.0%
50207	Professional Education Services	0	0	4,200	4,200	100.0%
50220	Lease/Rent Of Equipment	0	0	5,000	5,000	100.0%
50240	Printing and Binding	0	0	15,000	15,000	100.0%
50431	Education and Training	0	0	60,000	60,000	100.0%
50519	Textbooks	0	0	40,000	40,000	100.0%
50521	Computer Software	0	0	60,000	60,000	100.0%
50811	Machinery and Equipment-New Less Than \$10,000	0	0	460,800	460,800	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	0	60,000	60,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	0	0	125,000	125,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	10,820	10,820	100.0%

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<b>Total Project</b>		0	0	966,411	966,411	100.0%
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### 01500 Pre-School 2021-22

50108	Hybrid Disability Prgm (Prev Wage Adj)	63	0	0	0	0.0%
50110	FICA	9,669	0	0	0	0.0%
50111	Retirement VRS	17,792	0	0	0	0.0%
50112	Hospital/Medical Plans	26,379	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	1,744	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50119	Retiree Health Care Credit (VRS)	1,646	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	185,583	0	0	0	0.0%
50513	Educational and Recreational Supplies	6,213	0	0	0	0.0%
50521	Computer Software	6,859	0	0	0	0.0%

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<b>Total Project</b>		255,948	0	0	0	0.0%
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### 01501 Pre-School 2022-23

50108	Hybrid Disability Prgm (Prev Wage Adj)	63	0	0	0	0.0%
50110	FICA	6,693	31,116	0	-31,116	-100.0%
50111	Retirement VRS	20,151	40,245	0	-40,245	-100.0%
50112	Hospital/Medical Plans	22,589	50,006	0	-50,006	-100.0%
50113	Group Insurance - Life (VRS)	1,315	3,245	0	-3,245	-100.0%
50119	Retiree Health Care Credit (VRS)	1,116	2,930	0	-2,930	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	43,082	242,144	0	-242,144	-100.0%
50207	Professional Education Services	0	4,000	0	-4,000	-100.0%
50513	Educational and Recreational Supplies	2,787	24,000	0	-24,000	-100.0%
50521	Computer Software	0	11,000	0	-11,000	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	175,494	0	-175,494	-100.0%

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<b>Total Project</b>		97,796	584,180	0	-584,180	-100.0%
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### 01502 Pre-School 2023-24

50110	FICA	0	0	33,127	33,127	100.0%
50111	Retirement VRS	0	0	42,346	42,346	100.0%
50112	Hospital/Medical Plans	0	0	35,061	35,061	100.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50113	Group Insurance - Life (VRS)	0	0	3,415	3,415	100.0%
50116	Mileage Supplement	0	0	1,484	1,484	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	3,083	3,083	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	254,787	254,787	100.0%
50207	Professional Education Services	0	0	4,000	4,000	100.0%
50513	Educational and Recreational Supplies	0	0	24,000	24,000	100.0%
50521	Computer Software	0	0	11,000	11,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	189,885	189,885	100.0%
<b>Total Project</b>		0	0	602,188	602,188	100.0%

### 01521 Juvenile Detention Home 2012-13

50108	Hybrid Disability Prgm (Prev Wage Adj)	145	0	0	0	0.0%
50110	FICA	69,593	90,541	88,345	-2,196	-2.4%
50111	Retirement VRS	159,470	201,989	197,080	-4,909	-2.4%
50112	Hospital/Medical Plans	133,939	171,039	166,299	-4,740	-2.8%
50113	Group Insurance - Life (VRS)	12,857	16,287	15,891	-396	-2.4%
50119	Retiree Health Care Credit (VRS)	11,609	13,233	12,820	-413	-3.1%
50133	Full-Time Salaries and Wages - Regular - Instructional	804,312	1,058,109	1,025,996	-32,113	-3.0%
50135	Full-Time Salaries and Wages - Regular - Principals	105,591	111,583	120,733	9,150	8.2%
50143	Full-Time Salaries and Wages - Regular - Clerical	43,449	45,649	39,070	-6,579	-14.4%
50209	Other Professional Services	0	200	200	0	0.0%
50211	Maintenance Service Contracts	3,975	1,100	1,100	0	0.0%
50265	Field Trips	0	300	300	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50410	Postal Services	136	500	500	0	0.0%
50412	Telecommunications	0	8,500	8,500	0	0.0%
50431	Education and Training	5,158	10,000	10,000	0	0.0%
50459	Other Charges Miscellaneous	124,451	50,000	50,000	0	0.0%
50500	Office Supplies	257	500	500	0	0.0%
50501	Food Supplies and Food Service Supplies	0	300	300	0	0.0%
50513	Educational and Recreational Supplies	15,802	30,100	30,100	0	0.0%
50514	Other Operating Supplies	627	1,000	1,000	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	20,140	20,000	20,000	0	0.0%
50831	Machinery and Equipment- Replacement Less Than \$10,000	855	2,500	2,500	0	0.0%

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<b>Total Project</b>		1,512,366	1,833,430	1,791,234	-42,196	-2.3%
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### 01588 Technology State 2019-20

50270	Other Contractual Services	84,411	0	0	0	0.0%
50521	Computer Software	8,000	0	0	0	0.0%

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<b>Total Project</b>		92,411	0	0	0	0.0%
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### 01589 Technology State 2020-21

50817	Capital Leases	906,018	0	0	0	0.0%
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<b>Total Project</b>		906,018	0	0	0	0.0%
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### 01590 Technology State 2021-22

50521	Computer Software	206,196	0	0	0	0.0%
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<b>Total Project</b>		206,196	0	0	0	0.0%
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		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01591 Technology State 2022-23</b>						
50270	Other Contractual Services	0	975,000	0	-975,000	-100.0%
50521	Computer Software	0	825,000	0	-825,000	-100.0%
<b>Total Project</b>		0	1,800,000	0	-1,800,000	-100.0%
<b>01592 Technology State 2023-24</b>						
50270	Other Contractual Services	0	0	890,000	890,000	100.0%
50521	Computer Software	0	0	910,000	910,000	100.0%
<b>Total Project</b>		0	0	1,800,000	1,800,000	100.0%
<b>01620 Title I-A 2019-20</b>						
50513	Educational and Recreational Supplies	26,069	0	0	0	0.0%
50620	Emergency Needs/Food Bank	658	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	11,508	0	0	0	0.0%
<b>Total Project</b>		38,235	0	0	0	0.0%
<b>01621 Title I-A 2020-21</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	9,983	0	0	0	0.0%
50110	FICA	89,327	0	0	0	0.0%
50111	Retirement VRS	208,857	0	0	0	0.0%
50112	Hospital/Medical Plans	198,689	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	15,947	0	0	0	0.0%
50116	Mileage Supplement	5,715	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	14,451	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	70,547	0	0	0	0.0%

		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50133	Full-Time Salaries and Wages - Regular - Instructional	719,453	0	0	0	0.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	155,132	0	0	0	0.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	19,869	0	0	0	0.0%
50141	Full-Time Salaries and Wages - Regular - Technical	149,479	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	87,987	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	12,541	0	0	0	0.0%
50220	Lease/Rent Of Equipment	100	0	0	0	0.0%
50270	Other Contractual Services	33,572	0	0	0	0.0%
50431	Education and Training	15,884	0	0	0	0.0%
50459	Other Charges Miscellaneous	81,008	0	0	0	0.0%
50500	Office Supplies	6,395	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	-22	0	0	0	0.0%
50513	Educational and Recreational Supplies	746,057	0	0	0	0.0%
50521	Computer Software	121,677	0	0	0	0.0%
50620	Emergency Needs/Food Bank	54,848	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	9,953	0	0	0	0.0%
50813	Telecommunications Equipment-New Less Than \$10,000	4,311	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	35,109	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	37,582	0	0	0	0.0%
50933	Temporary Salaries and Wages - Regular - Librarians	1,695	0	0	0	0.0%
50940	Temporary Salaries and Wages - Regular - Technical	22,863	0	0	0	0.0%
<b>Total Project</b>		<b>2,929,009</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01622 Title I-A 2021-22</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	4,294	0	0	0	0.0%
50110	FICA	286,265	0	0	0	0.0%
50111	Retirement VRS	602,540	0	0	0	0.0%
50112	Hospital/Medical Plans	692,389	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	49,500	0	0	0	0.0%
50116	Mileage Supplement	17,505	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	44,696	0	0	0	0.0%
50123	Post Retirement Salaries and Wages - Instructional	1,335	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	114,758	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	2,233,462	0	0	0	0.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	333,022	0	0	0	0.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	33,634	0	0	0	0.0%
50141	Full-Time Salaries and Wages - Regular - Technical	704,335	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	176,982	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	54,578	0	0	0	0.0%
50211	Maintenance Service Contracts	131	0	0	0	0.0%
50220	Lease/Rent Of Equipment	44	0	0	0	0.0%
50240	Printing and Binding	1,271	0	0	0	0.0%
50265	Field Trips	150	0	0	0	0.0%
50270	Other Contractual Services	54,470	0	0	0	0.0%
50431	Education and Training	33,432	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	165,035	0	0	0	0.0%
50500	Office Supplies	115,239	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	3,562	0	0	0	0.0%
50513	Educational and Recreational Supplies	1,318,355	0	0	0	0.0%
50521	Computer Software	50,688	0	0	0	0.0%
50620	Emergency Needs/Food Bank	910,420	0	0	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	2,166	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	60,563	0	0	0	0.0%
50813	Telecommunications Equipment-New Less Than \$10,000	47,567	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	51,745	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	204,710	0	0	0	0.0%
50933	Temporary Salaries and Wages - Regular - Librarians	5,548	0	0	0	0.0%
50940	Temporary Salaries and Wages - Regular - Technical	24,692	0	0	0	0.0%
50963	Salaries and Wages - Regular - School Substitute - Instructional	1,602	0	0	0	0.0%
<b>Total Project</b>		8,400,685	0	0	0	0.0%

### 01623 Title I-A 2022-23

50110	FICA	0	495,676	0	-495,676	-100.0%
50111	Retirement VRS	0	1,079,532	0	-1,079,532	-100.0%
50112	Hospital/Medical Plans	0	1,223,941	0	-1,223,941	-100.0%
50113	Group Insurance - Life (VRS)	0	87,035	0	-87,035	-100.0%
50116	Mileage Supplement	0	17,118	0	-17,118	-100.0%
50119	Retiree Health Care Credit (VRS)	0	62,584	0	-62,584	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50130	Full-Time Salaries and Wages - Regular - Administrative	0	188,748	0	-188,748	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	4,275,737	0	-4,275,737	-100.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	513,611	0	-513,611	-100.0%
50138	Full-Time Salaries and Wages - Regular - Nurses	0	56,538	0	-56,538	-100.0%
50141	Full-Time Salaries and Wages - Regular - Technical	0	962,452	0	-962,452	-100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	367,048	0	-367,048	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	140,838	0	-140,838	-100.0%
50240	Printing and Binding	0	9,000	0	-9,000	-100.0%
50265	Field Trips	0	15,000	0	-15,000	-100.0%
50270	Other Contractual Services	0	33,450	0	-33,450	-100.0%
50431	Education and Training	0	88,500	0	-88,500	-100.0%
50459	Other Charges Miscellaneous	0	660,498	0	-660,498	-100.0%
50500	Office Supplies	0	35,000	0	-35,000	-100.0%
50501	Food Supplies and Food Service Supplies	0	51,000	0	-51,000	-100.0%
50513	Educational and Recreational Supplies	0	1,389,866	0	-1,389,866	-100.0%
50521	Computer Software	0	290,000	0	-290,000	-100.0%
50620	Emergency Needs/Food Bank	0	226,000	0	-226,000	-100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	17,898	0	-17,898	-100.0%
50813	Telecommunications Equipment-New Less Than \$10,000	0	8,282	0	-8,282	-100.0%
50815	Computer Equipment-New Less Than \$10,000	0	245,302	0	-245,302	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	133,625	0	-133,625	-100.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	0	14,600	0	-14,600	-100.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>	0	12,688,879	0	-12,688,879	-100.0%
<b>01624 Title I-A 2023-24</b>					
50110 FICA	0	0	551,752	551,752	200.0%
50111 Retirement VRS	0	0	1,203,525	1,203,525	200.0%
50112 Hospital/Medical Plans	0	0	1,227,798	1,227,798	200.0%
50113 Group Insurance - Life (VRS)	0	0	97,042	97,042	200.0%
50116 Mileage Supplement	0	0	31,492	31,492	100.0%
50119 Retiree Health Care Credit (VRS)	0	0	70,956	70,956	100.0%
50130 Full-Time Salaries and Wages - Regular - Administrative	0	0	216,619	216,619	200.0%
50133 Full-Time Salaries and Wages - Regular - Instructional	0	0	4,752,623	4,752,623	100.0%
50137 Full-Time Salaries and Wages - Regular - Other Professional	0	0	557,727	557,727	100.0%
50138 Full-Time Salaries and Wages - Regular - Nurses	0	0	54,408	54,408	100.0%
50141 Full-Time Salaries and Wages - Regular - Technical	0	0	1,163,715	1,163,715	100.0%
50143 Full-Time Salaries and Wages - Regular - Clerical	0	0	407,992	407,992	100.0%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	0	0	98,516	98,516	100.0%
50240 Printing and Binding	0	0	9,000	9,000	100.0%
50265 Field Trips	0	0	15,000	15,000	100.0%
50270 Other Contractual Services	0	0	100,000	100,000	100.0%
50431 Education and Training	0	0	88,500	88,500	100.0%
50459 Other Charges Miscellaneous	0	0	244,651	244,651	100.0%
50500 Office Supplies	0	0	90,000	90,000	100.0%
50501 Food Supplies and Food Service Supplies	0	0	51,000	51,000	100.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50513	Educational and Recreational Supplies	0	0	2,235,747	2,235,747	100.0%
50521	Computer Software	0	0	100,000	100,000	100.0%
50620	Emergency Needs/Food Bank	0	0	226,000	226,000	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	0	17,898	17,898	100.0%
50813	Telecommunications Equipment-New Less Than \$10,000	0	0	22,000	22,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	0	0	30,000	30,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	140,881	140,881	100.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	0	0	17,358	17,358	100.0%
<b>Total Project</b>		0	0	13,822,200	13,822,200	100.0%

#### 01674 Title III Immigrant and Youth

50110	FICA	0	4,969	5,778	809	16.3%
50513	Educational and Recreational Supplies	0	30,000	30,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	66,708	77,555	10,847	16.3%
<b>Total Project</b>		0	101,677	113,333	11,656	11.5%

#### 01678 Title III (ESL) 2019-20

50110	FICA	-1,818	0	0	0	0.0%
50112	Hospital/Medical Plans	-12,860	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	-29,200	0	0	0	0.0%
50431	Education and Training	3,048	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	-163	0	0	0	0.0%
<b>Total Project</b>		-40,993	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>01679 Title III (ESL) 2020-21</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	152	0	0	0	0.0%
50110	FICA	13,355	1,631	0	-1,631	-200.0%
50111	Retirement VRS	24,816	0	0	0	0.0%
50112	Hospital/Medical Plans	59,100	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	2,000	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	1,808	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	168,941	21,901	0	-21,901	-200.0%
50209	Other Professional Services	200	0	0	0	0.0%
50431	Education and Training	1,375	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	217	0	0	0	0.0%
50513	Educational and Recreational Supplies	7,345	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	4,049	0	0	0	0.0%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	3,850	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	1,628	0	0	0	0.0%
<b>Total Project</b>		288,836	23,532	0	-23,532	-100.0%

**01680 Title III (ESL) 2021-22**

50108	Hybrid Disability Prgm (Prev Wage Adj)	39	0	0	0	0.0%
50110	FICA	2,756	0	0	0	0.0%
50111	Retirement VRS	6,358	0	0	0	0.0%
50112	Hospital/Medical Plans	7,367	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	512	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50119	Retiree Health Care Credit (VRS)	461	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	47,791	0	0	0	0.0%
50431	Education and Training	220	0	0	0	0.0%
50513	Educational and Recreational Supplies	1,498	0	0	0	0.0%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	9,009	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	488	0	0	0	0.0%
<b>Total Project</b>		76,499	0	0	0	0.0%

**01681 Title III (ESL) 2022-23**

50110	FICA	0	43,825	0	-43,825	-200.0%
50111	Retirement VRS	0	33,742	0	-33,742	-200.0%
50112	Hospital/Medical Plans	0	59,640	0	-59,640	-200.0%
50113	Group Insurance - Life (VRS)	0	2,720	0	-2,720	-100.0%
50119	Retiree Health Care Credit (VRS)	0	2,455	0	-2,455	-100.0%
50141	Full-Time Salaries and Wages - Regular - Technical	0	28	0	-28	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	200,981	0	-200,981	-100.0%
50207	Professional Education Services	0	5,000	0	-5,000	-100.0%
50431	Education and Training	0	10,000	0	-10,000	-100.0%
50501	Food Supplies and Food Service Supplies	0	600	0	-600	-100.0%
50513	Educational and Recreational Supplies	0	26,995	0	-26,995	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	385,271	0	-385,271	-100.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	0	2,004	0	-2,004	-100.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>	0	773,261	0	-773,261	-100.0%
<b>01682 Title III (ESL) 2023-24</b>					
50110 FICA	0	0	52,384	52,384	200.0%
50111 Retirement VRS	0	0	45,157	45,157	200.0%
50112 Hospital/Medical Plans	0	0	64,012	64,012	200.0%
50113 Group Insurance - Life (VRS)	0	0	3,641	3,641	200.0%
50119 Retiree Health Care Credit (VRS)	0	0	2,642	2,642	100.0%
50141 Full-Time Salaries and Wages - Regular - Technical	0	0	53,337	53,337	100.0%
50144 Full-Time Salaries and Wages - Regular - Instructional Assistants	0	0	230,736	230,736	200.0%
50207 Professional Education Services	0	0	5,000	5,000	100.0%
50431 Education and Training	0	0	10,000	10,000	100.0%
50501 Food Supplies and Food Service Supplies	0	0	600	600	100.0%
50513 Educational and Recreational Supplies	0	0	26,995	26,995	100.0%
50932 Temporary Salaries and Wages - Regular - Instructional	0	0	416,863	416,863	100.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	0	0	2,220	2,220	100.0%
<b>Total Project</b>	0	0	913,587	913,587	100.0%
<b>01685 Title III Immigrant and Youth 2019-2020</b>					
50110 FICA	2,618	0	0	0	0.0%
50513 Educational and Recreational Supplies	7,055	0	0	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	34,221	0	0	0	0.0%
<b>Total Project</b>	43,894	0	0	0	0.0%
<b>01710 Title IV Part A 2018-19 Student Support &amp; Academic</b>					

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
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50431	Education and Training	6,600	0	0	0	0.0%
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<b>Total Project</b>		6,600	0	0	0	0.0%
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### 01711 Title IV Part A 2019-20 Student Support & Academics

50108	Hybrid Disability Prgm (Prev Wage Adj)	13	0	0	0	0.0%
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50110	FICA	415	0	0	0	0.0%
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50111	Retirement VRS	1,033	0	0	0	0.0%
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50112	Hospital/Medical Plans	1,373	0	0	0	0.0%
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50113	Group Insurance - Life (VRS)	146	0	0	0	0.0%
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50116	Mileage Supplement	150	0	0	0	0.0%
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50119	Retiree Health Care Credit (VRS)	146	0	0	0	0.0%
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50133	Full-Time Salaries and Wages - Regular - Instructional	5,998	0	0	0	0.0%
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50137	Full-Time Salaries and Wages - Regular - Other Professional	5,469	0	0	0	0.0%
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50141	Full-Time Salaries and Wages - Regular - Technical	2,453	0	0	0	0.0%
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50431	Education and Training	7,900	0	0	0	0.0%
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50513	Educational and Recreational Supplies	5,847	0	0	0	0.0%
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50812	Furniture and Fixtures-New Less Than \$10,000	25,041	0	0	0	0.0%
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<b>Total Project</b>		55,984	0	0	0	0.0%
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### 01712 Title IV Part A 2020-21 Student Support & Academics

50108	Hybrid Disability Prgm (Prev Wage Adj)	144	0	0	0	0.0%
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50110	FICA	18,697	0	0	0	0.0%
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50111	Retirement VRS	47,019	0	0	0	0.0%
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50112	Hospital/Medical Plans	66,066	0	0	0	0.0%
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		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50113	Group Insurance - Life (VRS)	3,742	0	0	0	0.0%
50116	Mileage Supplement	2,522	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	3,379	0	0	0	0.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	3,294	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	152,264	0	0	0	0.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	62,189	0	0	0	0.0%
50141	Full-Time Salaries and Wages - Regular - Technical	46,474	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	2,400	0	0	0	0.0%
50431	Education and Training	1,801	0	0	0	0.0%
50459	Other Charges Miscellaneous	28,908	0	0	0	0.0%
50514	Other Operating Supplies	348	0	0	0	0.0%
50521	Computer Software	181,282	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	58,687	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	2,045	0	0	0	0.0%
<b>Total Project</b>		681,261	0	0	0	0.0%

**01713 Title IV Part A 2021-22 Student Support & Academics**

50514	Other Operating Supplies	12,886	0	0	0	0.0%
50521	Computer Software	112,064	0	0	0	0.0%
<b>Total Project</b>		124,950	0	0	0	0.0%

**01714 Title IV Part A 2022-23 Student Support & Academics**

50110	FICA	0	27,490	0	-27,490	-200.0%
50111	Retirement VRS	0	61,199	0	-61,199	-200.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50112	Hospital/Medical Plans	0	92,299	0	-92,299	-200.0%
50113	Group Insurance - Life (VRS)	0	4,935	0	-4,935	-200.0%
50116	Mileage Supplement	0	1,872	0	-1,872	-100.0%
50119	Retiree Health Care Credit (VRS)	0	4,085	0	-4,085	-200.0%
50130	Full-Time Salaries and Wages - Regular - Administrative	0	5,705	0	-5,705	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	180,823	0	-180,823	-200.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	72,320	0	-72,320	-100.0%
50141	Full-Time Salaries and Wages - Regular - Technical	0	105,859	0	-105,859	-100.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	0	3,522	0	-3,522	-100.0%
50431	Education and Training	0	1,000	0	-1,000	-100.0%
50459	Other Charges Miscellaneous	0	86,591	0	-86,591	-100.0%
50513	Educational and Recreational Supplies	0	39,742	0	-39,742	-100.0%
50514	Other Operating Supplies	0	15,857	0	-15,857	-100.0%
50521	Computer Software	0	266,060	0	-266,060	-100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	770	0	-770	-100.0%
<b>Total Project</b>		0	970,129	0	-970,129	-100.0%

**01715 Title IV Part A 2023-24**

50110	FICA	0	0	25,700	25,700	200.0%
50111	Retirement VRS	0	0	57,334	57,334	200.0%
50112	Hospital/Medical Plans	0	0	62,812	62,812	200.0%
50113	Group Insurance - Life (VRS)	0	0	4,623	4,623	200.0%
50116	Mileage Supplement	0	0	4,390	4,390	100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50119	Retiree Health Care Credit (VRS)	0	0	3,332	3,332	200.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	160,529	160,529	200.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	0	0	69,538	69,538	100.0%
50141	Full-Time Salaries and Wages - Regular - Technical	0	0	114,903	114,903	100.0%
50431	Education and Training	0	0	1,000	1,000	100.0%
50459	Other Charges Miscellaneous	0	0	86,591	86,591	100.0%
50513	Educational and Recreational Supplies	0	0	40,492	40,492	100.0%
50514	Other Operating Supplies	0	0	15,857	15,857	100.0%
50521	Computer Software	0	0	266,060	266,060	100.0%
<b>Total Project</b>		0	0	913,161	913,161	100.0%

### 01739 Title VI-B 2019-20

50110	FICA	635	0	0	0	0.0%
50112	Hospital/Medical Plans	1,745	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	9,003	0	0	0	0.0%
<b>Total Project</b>		11,383	0	0	0	0.0%

### 01740 Title VI-B 2020-21

50108	Hybrid Disability Prgm (Prev Wage Adj)	18,711	0	0	0	0.0%
50110	FICA	219,282	4,033	0	-4,033	-100.0%
50111	Retirement VRS	352,305	0	0	0	0.0%
50112	Hospital/Medical Plans	583,310	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	26,211	0	0	0	0.0%
50116	Mileage Supplement	2,352	0	0	0	0.0%



		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50119	Retiree Health Care Credit (VRS)	23,670	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	4,242,851	54,141	0	-54,141	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	1,076,973	0	0	0	0.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	412	0	0	0	0.0%
50207	Professional Education Services	8,830	0	0	0	0.0%
50270	Other Contractual Services	108,614	0	0	0	0.0%
50431	Education and Training	30	0	0	0	0.0%
50459	Other Charges Miscellaneous	115,784	0	0	0	0.0%
50513	Educational and Recreational Supplies	12,235	0	0	0	0.0%
50514	Other Operating Supplies	2,717	0	0	0	0.0%
50521	Computer Software	19,343	0	0	0	0.0%
50801	Machinery and Equipment-New \$10,000 and Over	5,220	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	19,028	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	9,954	0	0	0	0.0%
50942	Temporary Salaries and Wages - Regular - Clerical	15,565	0	0	0	0.0%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	143,461	0	0	0	0.0%
50956	Temporary Salaries and Wages - Overtime - Instructional Assistants	20	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	12,374	746	0	-746	-100.0%
<b>Total Project</b>		7,019,252	58,920	0	-58,920	-100.0%
<b>01741 Title VI-B 2021-22</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	13,347	0	0	0	0.0%
50110	FICA	315,080	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50111	Retirement VRS	824,742	0	0	0	0.0%
50112	Hospital/Medical Plans	801,220	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	68,677	0	0	0	0.0%
50116	Mileage Supplement	5,112	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	62,013	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	1,490,978	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	290,756	0	0	0	0.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	389	0	0	0	0.0%
50270	Other Contractual Services	210,554	0	0	0	0.0%
50521	Computer Software	1,068	0	0	0	0.0%
50942	Temporary Salaries and Wages - Regular - Clerical	5,804	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	4,151	0	0	0	0.0%
<b>Total Project</b>		4,093,891	0	0	0	0.0%

**01742 Title VI-B 2022-23**

50110	FICA	0	479,636	0	-479,636	-100.0%
50111	Retirement VRS	0	1,062,146	0	-1,062,146	-100.0%
50112	Hospital/Medical Plans	0	1,251,589	0	-1,251,589	-100.0%
50113	Group Insurance - Life (VRS)	0	85,630	0	-85,630	-100.0%
50116	Mileage Supplement	0	1,500	0	-1,500	-100.0%
50119	Retiree Health Care Credit (VRS)	0	74,950	0	-74,950	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	5,005,212	0	-5,005,212	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	1,417,214	0	-1,417,214	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50270	Other Contractual Services	0	55,000	0	-55,000	-100.0%
50459	Other Charges Miscellaneous	0	75,000	0	-75,000	-100.0%
50513	Educational and Recreational Supplies	0	125,000	0	-125,000	-100.0%
50521	Computer Software	0	25,000	0	-25,000	-100.0%
50815	Computer Equipment-New Less Than \$10,000	0	20,000	0	-20,000	-100.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	0	15,500	0	-15,500	-100.0%
<b>Total Project</b>		0	9,693,377	0	-9,693,377	-100.0%
<b>01743 Title VI-B 2023-24</b>						
50110	FICA	0	0	524,671	524,671	100.0%
50111	Retirement VRS	0	0	1,162,024	1,162,024	100.0%
50112	Hospital/Medical Plans	0	0	1,411,688	1,411,688	100.0%
50113	Group Insurance - Life (VRS)	0	0	93,351	93,351	100.0%
50116	Mileage Supplement	0	0	9,077	9,077	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	76,854	76,854	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	5,515,038	5,515,038	100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	0	0	1,508,350	1,508,350	100.0%
50270	Other Contractual Services	0	0	500,000	500,000	100.0%
50459	Other Charges Miscellaneous	0	0	1,375,000	1,375,000	100.0%
50513	Educational and Recreational Supplies	0	0	145,000	145,000	100.0%
50521	Computer Software	0	0	40,000	40,000	100.0%
50815	Computer Equipment-New Less Than \$10,000	0	0	40,000	40,000	100.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	0	0	19,167	19,167	100.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>	0	0	12,420,220	12,420,220	100.0%
<b>02000 Miscellaneous School Grants (Federal)</b>					
50270 Other Contractual Services	1,040	0	0	0	0.0%
50431 Education and Training	5,861	0	0	0	0.0%
50459 Other Charges Miscellaneous	141	100,000	100,000	0	0.0%
50980 Salaries and Wages - Regular - School Supplemental - Instructional	0	0	0	0	0.0%
<b>Total Project</b>	7,042	100,000	100,000	0	0.0%
<b>02008 Misc Federal Grant - English Literacy/Civics Ed Grant</b>					
50110 FICA	11,883	8,864	9,949	1,085	12.2%
50265 Field Trips	0	3,220	3,220	0	0.0%
50431 Education and Training	0	2,700	2,700	0	0.0%
50500 Office Supplies	0	1,000	1,000	0	0.0%
50513 Educational and Recreational Supplies	12,378	27,150	27,150	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	15,968	0	0	0	0.0%
50932 Temporary Salaries and Wages - Regular - Instructional	157,643	118,977	133,551	14,574	12.2%
<b>Total Project</b>	197,872	161,911	177,570	15,659	9.7%
<b>02028 School STAT Implementation - Wilder MS</b>					
50110 FICA	0	33,240	35,046	1,806	10.8%
50270 Other Contractual Services	116,922	619,869	619,869	0	0.0%
50431 Education and Training	0	171,424	171,424	0	0.0%
50501 Food Supplies and Food Service Supplies	201	0	0	0	0.0%
50513 Educational and Recreational Supplies	11,775	172,338	172,338	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50521	Computer Software	0	1,000	1,000	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	0	102,175	102,175	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	0	43,440	43,440	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	10,628	444,701	468,867	24,166	10.8%
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	0	1,478	1,558	80	5.4%
<b>Total Project</b>		139,526	1,589,665	1,615,717	26,052	1.6%

### 02700 Miscellaneous School Grants (Local)

50459	Other Charges Miscellaneous	91,254	100,000	100,000	0	0.0%
50514	Other Operating Supplies	275	0	0	0	0.0%
50821	Machinery and Equipment- Replacement \$10,000 and Over	28,963	0	0	0	0.0%
<b>Total Project</b>		120,492	100,000	100,000	0	0.0%

### 02716 Misc Local Grant - Jail East & Jail West Education Program

50108	Hybrid Disability Prgm (Prev Wage Adj)	305	0	0	0	0.0%
50110	FICA	43,552	48,711	51,663	2,952	6.1%
50111	Retirement VRS	96,710	108,667	115,250	6,583	6.1%
50112	Hospital/Medical Plans	62,819	59,444	80,807	21,363	35.9%
50113	Group Insurance - Life (VRS)	7,742	8,761	9,295	534	6.1%
50119	Retiree Health Care Credit (VRS)	6,991	7,911	8,391	480	6.1%
50133	Full-Time Salaries and Wages - Regular - Instructional	531,671	605,836	641,535	35,699	5.9%
50143	Full-Time Salaries and Wages - Regular - Clerical	45,405	47,982	51,916	3,934	8.2%
<b>Total Project</b>		795,195	887,312	958,857	71,545	8.1%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
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**02725 Henrico Education Foundation Grants**

50110	FICA	71	0	0	0	0.0%
50270	Other Contractual Services	1,250	0	0	0	0.0%
50459	Other Charges Miscellaneous	51,127	650,000	262,500	-387,500	-59.6%
50501	Food Supplies and Food Service Supplies	460	0	0	0	0.0%
50513	Educational and Recreational Supplies	8,391	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	20,977	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	35,308	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	3,962	0	0	0	0.0%
<b>Total Project</b>		121,546	650,000	262,500	-387,500	-59.6%

**02726 Misc. Local Grant - Technology**

50806	Technology Infrastructure - New \$10,000 and Over	60,250	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	1,753,859	0	0	0	0.0%
<b>Total Project</b>		1,814,109	0	0	0	0.0%

**02727 Misc. Local Grant - Evening School Excellence**

50110	FICA	5,660	7,608	8,021	413	5.4%
50459	Other Charges Miscellaneous	175	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	0	250	250	0	0.0%
50513	Educational and Recreational Supplies	0	250	750	500	200.0%
50932	Temporary Salaries and Wages - Regular - Instructional	73,981	102,115	107,659	5,544	5.4%
<b>Total Project</b>		79,816	110,223	116,680	6,457	5.9%

**02728 Miscellaneous Local - Cell Tower**

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	160,447	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	4,453	0	0	0	0.0%
50813	Telecommunications Equipment-New Less Than \$10,000	1,356	0	0	0	0.0%
<b>Total Project</b>		166,256	0	0	0	0.0%

### 02730 Advance College Academy Program

50291	Tuition Paid - Other Divisions In-State	0	0	1,200,000	1,200,000	100.0%
50455	Tuition	475	1,200,000	0	-1,200,000	-100.0%
<b>Total Project</b>		475	1,200,000	1,200,000	0	0.0%

### 02737 Bay Watershed in Science Education (BWISE)

50110	FICA	0	0	806	806	100.0%
50265	Field Trips	0	0	3,500	3,500	100.0%
50270	Other Contractual Services	0	0	25,000	25,000	100.0%
50431	Education and Training	0	0	10,000	10,000	100.0%
50513	Educational and Recreational Supplies	0	0	25,000	25,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	10,820	10,820	100.0%
<b>Total Project</b>		0	0	75,126	75,126	100.0%

### 03500 Miscellaneous School Grants (State)

50207	Professional Education Services	750	0	0	0	0.0%
50270	Other Contractual Services	25,500	0	0	0	0.0%
50431	Education and Training	1,000	0	0	0	0.0%
50459	Other Charges Miscellaneous	250	100,000	100,000	0	0.0%
50503	Medical and Laboratory Supplies	1,838	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50513	Educational and Recreational Supplies	9,840	0	0	0	0.0%
50801	Machinery and Equipment- New \$10,000 and Over	37,436	0	0	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	37,500	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	28,292	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	100,000	0	0	0	0.0%
<b>Total Project</b>		242,406	100,000	100,000	0	0.0%
<b>03501 Miscellaneous State - Project Graduation 2005</b>						
50459	Other Charges Miscellaneous	0	16,000	16,000	0	0.0%
50513	Educational and Recreational Supplies	0	17,000	19,000	2,000	11.8%
50514	Other Operating Supplies	0	7,000	7,000	0	0.0%
<b>Total Project</b>		0	40,000	42,000	2,000	5.0%
<b>03504 Miscellaneous State - CTE Center</b>						
50459	Other Charges Miscellaneous	9,998	0	0	0	0.0%
<b>Total Project</b>		9,998	0	0	0	0.0%
<b>03507 Miscellaneous State - Jobs for</b>						
50265	Field Trips	0	3,000	3,000	0	0.0%
50270	Other Contractual Services	5,000	0	0	0	0.0%
50431	Education and Training	120	3,500	4,750	1,250	35.7%
50501	Food Supplies and Food Service Supplies	321	5,000	5,000	0	0.0%
50513	Educational and Recreational Supplies	1,660	8,500	8,500	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	0	5,000	5,000	0	0.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Project</b>		7,101	25,000	26,250	1,250	5.0%
<b>03518 Miscellaneous State - Career and Tech Edu - Caper</b>						
50459	Other Charges Miscellaneous	0	1,500,000	1,050,000	-450,000	-30.0%
<b>Total Project</b>		0	1,500,000	1,050,000	-450,000	-30.0%
<b>03524 DMAS Health Services Program</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	1,280	0	0	0	0.0%
50110	FICA	96,985	109,205	113,050	3,845	-6.8%
50111	Retirement VRS	177,973	196,377	206,697	10,320	-7.6%
50112	Hospital/Medical Plans	187,793	204,408	220,402	15,994	1.0%
50113	Group Insurance - Life (VRS)	14,384	15,831	16,666	835	-7.6%
50116	Mileage Supplement	14,346	10,200	17,014	6,814	230.5%
50119	Retiree Health Care Credit (VRS)	12,986	14,297	12,790	-1,507	-19.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	470,706	427,498	521,393	93,895	108.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	216,537	338,785	355,165	16,380	80.1%
50139	Full-Time Salaries and Wages - Regular - Psychologists	253,075	265,954	206,074	-59,880	-22.5%
50141	Full-Time Salaries and Wages - Regular - Technical	62,322	77,061	80,200	3,139	-100.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	68,621	72,263	80,831	8,568	11.9%
50154	Full-Time Salaries and Wages - Overtime - Technical	184	0	0	0	0.0%
50209	Other Professional Services	3,647	70,000	70,000	0	0.0%
50263	Transportation Services - Contract	95,134	0	0	0	0.0%
50270	Other Contractual Services	273,107	237,000	178,000	-59,000	-24.9%
50291	Tuition Paid - Other Divisions In-State	108,202	50,000	110,176	60,176	120.4%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50459	Other Charges Miscellaneous	8,312	40,000	40,000	0	0.0%
50513	Educational and Recreational Supplies	0	110,000	110,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	266,404	276,882	266,027	-10,855	-3.9%
50940	Temporary Salaries and Wages - Regular - Technical	0	7,397	7,799	402	5.4%

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<b>Total Project</b>		2,331,998	2,523,158	2,612,284	89,126	3.5%
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### 03534 Misc State Grant - National Board Certification

50110	FICA	0	1,835	1,935	100	5.4%
50133	Full-Time Salaries and Wages - Regular - Instructional	427,500	0	0	0	0.0%
50431	Education and Training	75	4,000	4,000	0	0.0%
50455	Tuition	58,515	478,000	504,500	26,500	5.5%
50501	Food Supplies and Food Service Supplies	0	15,000	15,000	0	0.0%
50513	Educational and Recreational Supplies	0	5,000	5,000	0	0.0%
50514	Other Operating Supplies	0	4,000	4,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	11,200	24,631	25,968	1,337	5.4%

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<b>Total Project</b>		497,290	532,466	560,403	27,937	5.2%
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### 03542 Misc State Grant - GAE Extended Diploma Program

50110	FICA	0	4,434	4,937	503	11.3%
50513	Educational and Recreational Supplies	2,078	7,000	7,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	59,524	66,273	6,749	11.3%

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<b>Total Project</b>		2,078	70,958	78,210	7,252	10.2%
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### 03543 Misc State Grant - Race to GED Outreach Programs

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50110	FICA	0	4,511	5,078	567	12.6%
50270	Other Contractual Services	0	2,000	2,000	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	2,794	0	0	0	0.0%
50513	Educational and Recreational Supplies	14,004	15,000	15,000	0	0.0%
50514	Other Operating Supplies	1,829	4,000	4,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	60,551	68,166	7,615	12.6%

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<b>Total Project</b>		18,627	86,062	94,244	8,182	9.5%
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#### **03545 Misc State Grant - MS Teacher Corps - Fairfield & Wilder**

50110	FICA	0	5,352	5,925	573	10.7%
50932	Temporary Salaries and Wages - Regular - Instructional	25,000	71,840	79,527	7,687	10.7%

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<b>Total Project</b>		25,000	77,192	85,452	8,260	10.7%
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#### **03547 Misc State Grant - CTSO Specialists Program/CTE**

50459	Other Charges Miscellaneous	0	800,000	0	-800,000	-100.0%
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<b>Total Project</b>		0	800,000	0	-800,000	-100.0%
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#### **03557 Misc. State Grant - College Readiness Center**

50459	Other Charges Miscellaneous	35,744	0	0	0	0.0%
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<b>Total Project</b>		35,744	0	0	0	0.0%
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#### **03558 Math/Reading Incentive**

50110	FICA	13,108	13,969	14,792	823	5.9%
50111	Retirement VRS	29,660	31,162	32,999	1,837	5.9%
50112	Hospital/Medical Plans	25,142	25,807	30,468	4,661	18.1%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50113	Group Insurance - Life (VRS)	2,299	2,512	2,661	149	5.9%
50116	Mileage Supplement	3,884	3,600	5,062	1,462	40.6%
50119	Retiree Health Care Credit (VRS)	2,075	2,269	2,403	134	5.9%
50133	Full-Time Salaries and Wages - Regular - Instructional	7,905	187,497	198,552	11,055	5.9%
<b>Total Project</b>		84,073	266,816	286,937	20,121	7.5%
<b>03562 Wallace Foundation Grant</b>						
50207	Professional Education Services	12,500	0	0	0	0.0%
50270	Other Contractual Services	1,341	0	0	0	0.0%
50450	Dues And Association Memberships	195	0	0	0	0.0%
50459	Other Charges Miscellaneous	4,823	0	0	0	0.0%
50500	Office Supplies	135	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	12,690	0	0	0	0.0%
50512	Books and Subscriptions	9,000	0	0	0	0.0%
50513	Educational and Recreational Supplies	4,061	0	0	0	0.0%
50514	Other Operating Supplies	107	0	0	0	0.0%
50521	Computer Software	56,535	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	6,025	0	0	0	0.0%
<b>Total Project</b>		107,412	0	0	0	0.0%
<b>03563 Start-Up Grant for Extended Year Program - Baker Elem</b>						
50459	Other Charges Miscellaneous	8,038	0	0	0	0.0%
50513	Educational and Recreational Supplies	1,082	0	0	0	0.0%
<b>Total Project</b>		9,120	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>03567 Start-Up Grant for Extended Year Program - Fairfield MS</b>						
50110	FICA	0	0	0	0	0.0%
<b>Total Project</b>		0	0	0	0	0.0%
<b>03568 Start-Up Grant for Extended Year Program - Elko MS</b>						
50459	Other Charges Miscellaneous	0	0	0	0	0.0%
<b>Total Project</b>		0	0	0	0	0.0%
<b>03570 STEM Early Learning Through the Arts</b>						
50270	Other Contractual Services	70,000	70,000	73,500	3,500	5.0%
<b>Total Project</b>		70,000	70,000	73,500	3,500	5.0%
<b>03572 Virginia Reading Corp Partnership</b>						
50270	Other Contractual Services	120,000	0	120,000	120,000	100.0%
<b>Total Project</b>		120,000	0	120,000	120,000	100.0%
<b>03573 State Grant - High School Program Innovation Planning Grant</b>						
50932	Temporary Salaries and Wages - Regular - Instructional	10,151	0	0	0	0.0%
<b>Total Project</b>		10,151	0	0	0	0.0%
<b>03574 State Grant - VTSS</b>						
50110	FICA	0	765	887	122	0.0%
50270	Other Contractual Services	9,450	0	0	0	0.0%
50430	Mileage	0	2,500	0	-2,500	-100.0%
50431	Education and Training	8,508	7,500	11,500	4,000	0.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	254	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50513	Educational and Recreational Supplies	1,103	10,000	10,000	0	0.0%
50521	Computer Software	0	20,000	20,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	-28,199	10,263	11,902	1,639	0.0%
<b>Total Project</b>		-8,884	51,028	54,289	3,261	6.4%

### 05043 Student Transcript Grant

50110	FICA	1,601	0	0	0	0.0%
50459	Other Charges Miscellaneous	5,793	20,000	20,000	0	0.0%
50942	Temporary Salaries and Wages - Regular - Clerical	16,790	0	0	0	0.0%
50955	Temporary Salaries and Wages - Overtime - Clerical	4,144	0	0	0	0.0%
<b>Total Project</b>		28,328	20,000	20,000	0	0.0%

### 05090 CDBG - Southside CHDO FY06-07

50821	Machinery and Equipment- Replacement \$10,000 and Over	0	0	0	0	0.0%
<b>Total Project</b>		0	0	0	0	0.0%

### 05125 CTE Resource Center Program Account

50240	Printing and Binding	0	383	383	0	0.0%
50459	Other Charges Miscellaneous	625	30,230	30,230	0	0.0%
50500	Office Supplies	314	27,708	27,708	0	0.0%
50501	Food Supplies and Food Service Supplies	0	18,514	18,514	0	0.0%
50514	Other Operating Supplies	0	15,165	15,165	0	0.0%
<b>Total Project</b>		939	92,000	92,000	0	0.0%

### 06820 General Adult Catalog Classes

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50110	FICA	4,265	5,049	5,322	273	5.4%
50211	Maintenance Service Contracts	239	2,860	2,860	0	0.0%
50250	Advertising	10,000	21,313	27,313	6,000	28.2%
50270	Other Contractual Services	2,325	0	0	0	0.0%
50410	Postal Services	0	1,000	1,000	0	0.0%
50459	Other Charges Miscellaneous	-3,793	11,800	11,800	0	0.0%
50500	Office Supplies	0	1,000	1,000	0	0.0%
50513	Educational and Recreational Supplies	5,054	16,000	16,000	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	52,276	67,762	71,441	3,679	5.4%
<b>Total Project</b>		70,366	126,784	136,736	9,952	7.8%

### 08480 An Achievable Dream Academy

50108	Hybrid Disability Prgm (Prev Wage Adj)	466	0	0	0	0.0%
50110	FICA	37,908	0	0	0	0.0%
50111	Retirement VRS	47,384	0	0	0	0.0%
50112	Hospital/Medical Plans	40,413	0	0	0	0.0%
50113	Group Insurance - Life (VRS)	3,865	0	0	0	0.0%
50119	Retiree Health Care Credit (VRS)	3,490	0	0	0	0.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	228,316	0	0	0	0.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	48,166	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	38,679	0	0	0	0.0%
50156	Full-Time Salaries and Wages - Overtime - Clerical	798	0	0	0	0.0%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	1,429	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50932	Temporary Salaries and Wages - Regular - Instructional	17,707	0	0	0	0.0%
50937	Temporary Salaries and Wages - Regular - Nurses	281	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	31,098	0	0	0	0.0%
<b>Total Project</b>		500,000	0	0	0	0.0%

**08790 Special Education - Regional Program**

50108	Hybrid Disability Prgm (Prev Wage Adj)	13,550	0	0	0	0.0%
50110	FICA	54,984	60,684	64,186	3,502	5.8%
50111	Retirement VRS	123,277	135,373	143,200	7,827	5.8%
50112	Hospital/Medical Plans	160,149	191,605	190,330	-1,275	-0.7%
50113	Group Insurance - Life (VRS)	9,937	10,915	11,548	633	5.8%
50115	Workers' Compensation	1,700	0	0	0	0.0%
50116	Mileage Supplement	1,942	1,800	2,531	731	40.6%
50119	Retiree Health Care Credit (VRS)	8,972	9,330	10,424	1,094	11.7%
50133	Full-Time Salaries and Wages - Regular - Instructional	120,749	126,860	137,264	10,404	8.2%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	605,824	687,650	724,347	36,697	5.3%
50157	Full-Time Salaries and Wages - Overtime - Instructional Assistants	3,476	0	0	0	0.0%
50240	Printing and Binding	0	0	10,000	10,000	100.0%
50270	Other Contractual Services	0	0	1,220,000	1,220,000	100.0%
50431	Education and Training	0	0	15,000	15,000	100.0%
50450	Dues And Association Memberships	0	0	10,000	10,000	100.0%
50459	Other Charges Miscellaneous	0	1,700,000	350,000	-1,350,000	-121.2%
50500	Office Supplies	0	0	30,000	30,000	100.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50513	Educational and Recreational Supplies	0	0	100,000	100,000	200.0%
50811	Machinery and Equipment- New Less Than \$10,000	0	0	10,000	10,000	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	0	0	10,000	10,000	100.0%
50822	Furniture and Fixtures- Replacement \$10,000 and Over	0	0	15,000	15,000	100.0%
50832	Furniture and Fixtures- Replacement Less Than \$10,000	0	0	15,000	15,000	100.0%
<b>Total Project</b>		1,104,560	2,924,217	3,068,830	144,613	4.9%

### 08908 FY2020-21 CSA

50615	Counseling And Treatment Services	2,290,492	0	0	0	0.0%
<b>Total Project</b>		2,290,492	0	0	0	0.0%

### 08933 COVID-19 Costs

50110	FICA	205,356	0	0	0	0.0%
50112	Hospital/Medical Plans	68,636	0	0	0	0.0%
50144	Full-Time Salaries and Wages - Regular - Instructional Assistants	48,578	0	0	0	0.0%
50210	Maintenance and Repairs	210,194	0	0	0	0.0%
50270	Other Contractual Services	50,000	0	0	0	0.0%
50412	Telecommunications	70,758	0	0	0	0.0%
50459	Other Charges Miscellaneous	230,342	0	0	0	0.0%
50500	Office Supplies	1,500	0	0	0	0.0%
50503	Medical and Laboratory Supplies	23,640	0	0	0	0.0%
50506	Repair and Maintenance Supplies	69,131	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	2,178,799	0	0	0	0.0%
50940	Temporary Salaries and Wages - Regular - Technical	394,513	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50943	Temporary Salaries and Wages - Regular - Instructional Assistants	8,877	0	0	0	0.0%
50953	Temporary Salaries and Wages - Overtime - Technical	53	0	0	0	0.0%
<b>Total Project</b>		3,560,377	0	0	0	0.0%
<b>09020 FY2021-22 CSA</b>						
50615	Counseling And Treatment Services	11,822,773	0	0	0	0.0%
<b>Total Project</b>		11,822,773	0	0	0	0.0%
<b>09022 FY2021-22 State Part C</b>						
50615	Counseling And Treatment Services	0	0	0	0	0.0%
<b>Total Project</b>		0	0	0	0	0.0%
<b>09056 American Rescue Plan Act - ESSER III Funds</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	39	0	0	0	0.0%
50110	FICA	18,985	29,857	271,642	241,785	143,288.9%
50111	Retirement VRS	39,865	65,416	615,716	550,300	129,815.9%
50112	Hospital/Medical Plans	20,458	48,126	519,758	471,632	141.8%
50113	Group Insurance - Life (VRS)	3,191	5,300	48,855	43,555	182,051.7%
50116	Mileage Supplement	0	0	5,390	5,390	200.0%
50119	Retiree Health Care Credit (VRS)	2,881	3,301	43,408	40,107	125,324.9%
50130	Full-Time Salaries and Wages - Regular - Administrative	86,680	136,079	147,237	11,158	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	47,439	122,648	2,978,645	2,855,997	100.0%
50137	Full-Time Salaries and Wages - Regular - Other Professional	54,939	120,956	137,156	16,200	13.4%
50143	Full-Time Salaries and Wages - Regular - Clerical	44,368	0	383,015	383,015	100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50210	Maintenance and Repairs	361,869	0	0	0	0.0%
50270	Other Contractual Services	352,719	0	0	0	0.0%
50291	Tuition Paid - Other Divisions In-State	1,277,575	0	0	0	0.0%
50513	Educational and Recreational Supplies	41,549	0	0	0	0.0%
50521	Computer Software	393,337	0	0	0	0.0%
50811	Machinery and Equipment- New Less Than \$10,000	50,954	0	0	0	0.0%
50812	Furniture and Fixtures-New Less Than \$10,000	15,828	0	0	0	0.0%
50821	Machinery and Equipment- Replacement \$10,000 and Over	615	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	346,798	0	0	0	0.0%
50980	Salaries and Wages - Regular - School Supplemental - Instructional	18,552	21,051	0	-21,051	-500.0%

<b>Total Project</b>		3,178,641	552,734	5,150,822	4,598,088	831.9%
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### 09057 CARES Act - ESSER II Funds

50108	Hybrid Disability Prgm (Prev Wage Adj)	4,477	0	0	0	0.0%
50110	FICA	209,251	226,323	0	-226,323	-300.0%
50111	Retirement VRS	467,618	504,907	0	-504,907	-300.0%
50112	Hospital/Medical Plans	390,525	411,685	0	-411,685	-300.0%
50113	Group Insurance - Life (VRS)	37,484	40,712	0	-40,712	-300.0%
50119	Retiree Health Care Credit (VRS)	33,846	36,103	0	-36,103	-300.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	2,480,215	2,682,169	0	-2,682,169	-200.0%
50143	Full-Time Salaries and Wages - Regular - Clerical	343,068	355,799	0	-355,799	-100.0%
50210	Maintenance and Repairs	186,811	0	0	0	0.0%
50270	Other Contractual Services	98,194	0	0	0	0.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50412	Telecommunications	645,575	0	0	0	0.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	151,167	0	0	0	0.0%
50512	Books and Subscriptions	622,409	0	0	0	0.0%
50514	Other Operating Supplies	541	0	0	0	0.0%
50519	Textbooks	608,433	0	0	0	0.0%
50521	Computer Software	3,790,037	0	0	0	0.0%
50523	Instructional Materials	1,168,840	0	0	0	0.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	5,735,818	0	0	0	0.0%
50821	Machinery and Equipment- Replacement \$10,000 and Over	1,339,453	0	0	0	0.0%
<b>Total Project</b>		18,313,762	4,257,698	0	-4,257,698	-100.0%

### 09072 Head Start - CARES Act

50110	FICA	4,842	5,258	5,689	431	8.2%
50111	Retirement VRS	10,701	11,731	12,693	962	8.2%
50112	Hospital/Medical Plans	7,820	8,335	8,814	479	5.7%
50113	Group Insurance - Life (VRS)	900	946	1,023	77	8.1%
50116	Mileage Supplement	1,867	1,800	1,031	-769	-42.7%
50119	Retiree Health Care Credit (VRS)	813	854	924	70	8.2%
50133	Full-Time Salaries and Wages - Regular - Instructional	64,386	70,586	76,374	5,788	8.2%
50459	Other Charges Miscellaneous	5,274	0	0	0	0.0%
50513	Educational and Recreational Supplies	45,068	0	0	0	0.0%
50801	Machinery and Equipment- New \$10,000 and Over	56,387	0	0	0	0.0%
<b>Total Project</b>		198,058	99,510	106,548	7,038	7.1%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>09103 CRRSA ESSER II Set-Aside</b>						
50108	Hybrid Disability Prgm (Prev Wage Adj)	84	0	0	0	0.0%
50110	FICA	4,667	4,677	5,061	384	8.2%
50111	Retirement VRS	5,793	10,434	11,289	855	8.2%
50112	Hospital/Medical Plans	5,862	7,483	13,103	5,620	75.1%
50113	Group Insurance - Life (VRS)	467	841	910	69	8.2%
50119	Retiree Health Care Credit (VRS)	422	760	822	62	8.2%
50137	Full-Time Salaries and Wages - Regular - Other Professional	35,376	62,779	67,927	5,148	8.2%
50270	Other Contractual Services	37,653	0	0	0	0.0%
50513	Educational and Recreational Supplies	233,333	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	2,193	0	0	0	0.0%
50936	Temporary Salaries and Wages - Regular - Other Professional	24,877	0	0	0	0.0%
<b>Total Project</b>		350,727	86,974	99,112	12,138	14.0%
<b>09178 McKinney-Vento - ESSER</b>						
50110	FICA	105	0	0	0	0.0%
50270	Other Contractual Services	4,347	0	0	0	0.0%
50431	Education and Training	2,512	0	0	0	0.0%
50459	Other Charges Miscellaneous	25,459	0	0	0	0.0%
50514	Other Operating Supplies	3,777	0	0	0	0.0%
50620	Emergency Needs/Food Bank	217,380	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	31,379	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	1,368	0	0	0	0.0%

	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
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<b>Total Project</b>	286,327	0	0	0	0.0%
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**09203 School Improvement (Fairfield) FY22**

50270	Other Contractual Services	50,000	0	0	0.0%
50501	Food Supplies and Food Service Supplies	1,386	0	0	0.0%
50513	Educational and Recreational Supplies	9,850	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	8,044	0	0	0.0%

<b>Total Project</b>	69,280	0	0	0	0.0%
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**09204 School Improvement (Glen Lea) FY22**

50110	FICA	40	0	0	0.0%
50513	Educational and Recreational Supplies	1,482	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	10,014	0	0	0.0%

<b>Total Project</b>	11,536	0	0	0	0.0%
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**09205 School Improvement (Laburnum) FY22**

50110	FICA	180	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	13,133	0	0	0.0%

<b>Total Project</b>	13,313	0	0	0	0.0%
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**09206 School Improvement (Wilder) FY22**

50270	Other Contractual Services	84,799	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	9,111	0	0	0.0%

<b>Total Project</b>	93,910	0	0	0	0.0%
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**09207 School Improvement (Rolfe) FY22**

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50431	Education and Training	5,320	0	0	0	0.0%
50513	Educational and Recreational Supplies	2,961	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	42,445	0	0	0	0.0%
<b>Total Project</b>		50,726	0	0	0	0.0%

### 09208 School Improvement (Elko) FY22

50431	Education and Training	4,600	0	0	0	0.0%
50513	Educational and Recreational Supplies	32,795	0	0	0	0.0%
50932	Temporary Salaries and Wages - Regular - Instructional	4,733	0	0	0	0.0%
<b>Total Project</b>		42,128	0	0	0	0.0%

### 09214 ARP CSLFRF HVAC grant

50210	Maintenance and Repairs	1,036	0	0	0	0.0%
50821	Machinery and Equipment- Replacement \$10,000 and Over	63,948	0	0	0	0.0%
<b>Total Project</b>		64,984	0	0	0	0.0%

### 09216 VA School Screening Testing for Assurance (ViSSTA)

50108	Hybrid Disability Prgm (Prev Wage Adj)	18	0	0	0	0.0%
50110	FICA	636	34,630	0	-34,630	-100.0%
50111	Retirement VRS	1,234	77,254	0	-77,254	-100.0%
50112	Hospital/Medical Plans	0	136,975	0	-136,975	-100.0%
50113	Group Insurance - Life (VRS)	99	6,228	0	-6,228	-100.0%
50119	Retiree Health Care Credit (VRS)	90	5,625	0	-5,625	-100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	148,830	0	-148,830	-100.0%

		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50138	Full-Time Salaries and Wages - Regular - Nurses	8,302	188,149	0	-188,149	-100.0%
50141	Full-Time Salaries and Wages - Regular - Technical	0	127,851	0	-127,851	-100.0%
<b>Total Project</b>		10,379	725,542	0	-725,542	-100.0%

### 09256 IDEA Part B- ARPA Flowthrough 84.027

50207	Professional Education Services	8,800	0	0	0	0.0%
50263	Transportation Services - Contract	1,440	0	0	0	0.0%
50270	Other Contractual Services	303,270	0	0	0	0.0%
50513	Educational and Recreational Supplies	45,756	0	0	0	0.0%
50514	Other Operating Supplies	978	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	5,880	0	0	0	0.0%
<b>Total Project</b>		366,124	0	0	0	0.0%

### 09261 IDEA Part B 611 ARPA Flowthrough CEIS 84.027

50270	Other Contractual Services	1,485	0	0	0	0.0%
<b>Total Project</b>		1,485	0	0	0	0.0%

### 09282 IDEA Part B 619 ARPA Flowthrough 84.173X

50513	Educational and Recreational Supplies	91,247	0	0	0	0.0%
<b>Total Project</b>		91,247	0	0	0	0.0%

### 09291 ESSER III Set-Aside Before and After School Programs

50110	FICA	0	0	12,956	12,956	100.0%
50111	Retirement VRS	0	0	28,904	28,904	100.0%
50112	Hospital/Medical Plans	0	0	14,793	14,793	100.0%
50113	Group Insurance - Life (VRS)	0	0	2,330	2,330	100.0%



		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50116	Mileage Supplement	0	0	1,031	1,031	100.0%
50119	Retiree Health Care Credit (VRS)	0	0	2,104	2,104	100.0%
50133	Full-Time Salaries and Wages - Regular - Instructional	0	0	173,908	173,908	100.0%
50513	Educational and Recreational Supplies	10,799	0	0	0	0.0%

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<b>Total Project</b>		10,799	0	236,026	236,026	100.0%
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### 09292 ESSER III Set-Aside Summer Programs

50500	Office Supplies	1,505	0	0	0	0.0%
50513	Educational and Recreational Supplies	166	0	0	0	0.0%

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<b>Total Project</b>		1,671	0	0	0	0.0%
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### 09314 Post-Secondary – SPED – ESSER III

50270	Other Contractual Services	1,838	0	0	0	0.0%
50455	Tuition	56,878	0	0	0	0.0%

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<b>Total Project</b>		58,716	0	0	0	0.0%
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### 09445 VA Dept of Conservation + Recreation Watershed Education Grant

50110	FICA	0	0	369	369	100.0%
50265	Field Trips	0	0	2,500	2,500	100.0%
50270	Other Contractual Services	0	0	20,000	20,000	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	4,943	4,943	100.0%

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<b>Total Project</b>		0	0	27,812	27,812	100.0%
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### 09482 FY2023-24 CSA

50110	FICA	0	0	2,374	2,374	100.0%
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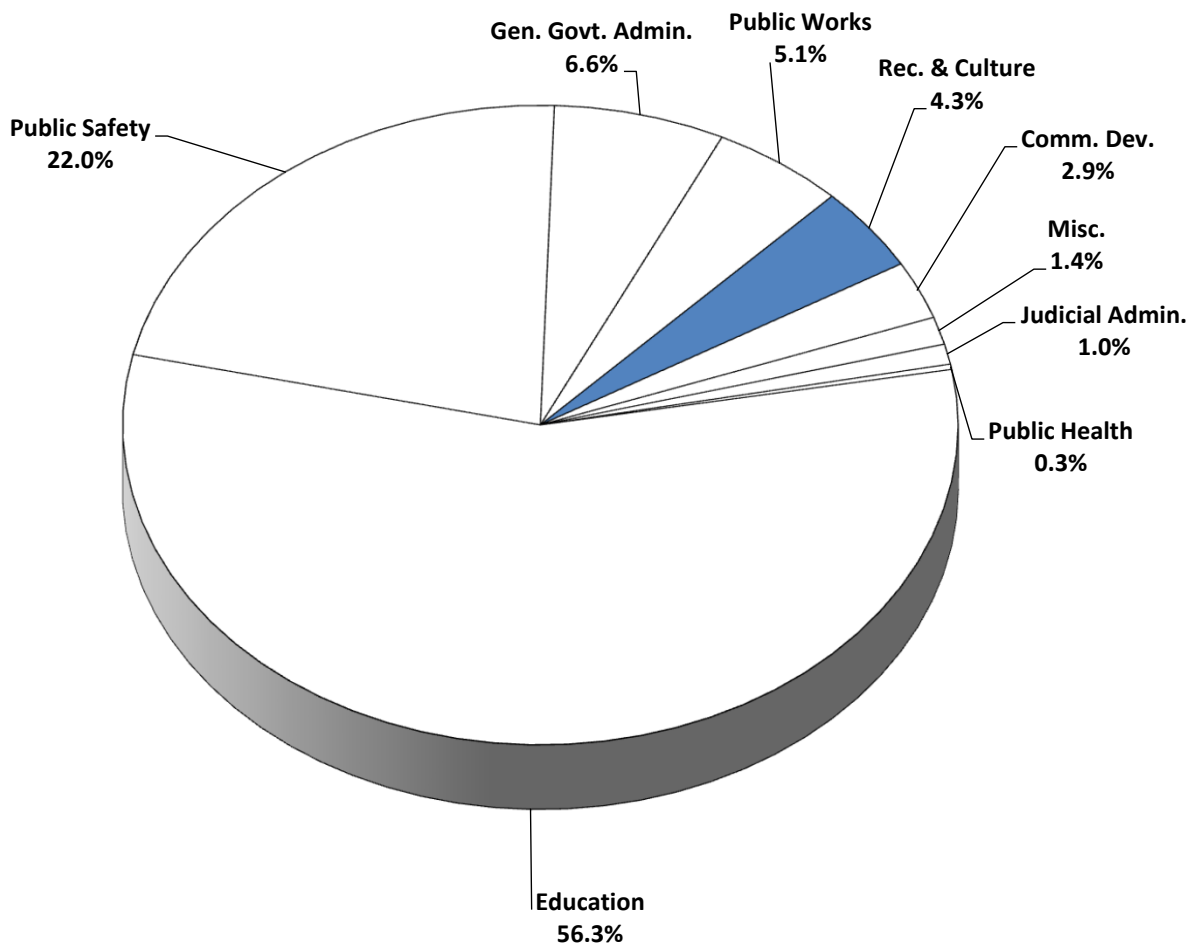
		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50615	Counseling And Treatment Services	0	0	16,006,273	16,006,273	100.0%
50932	Temporary Salaries and Wages - Regular - Instructional	0	0	31,865	31,865	100.0%
<b>Total Project</b>		0	0	16,040,512	16,040,512	100.0%



# COUNTY OF HENRICO, VIRGINIA

## Recreation, Parks, and Culture

\$49,552,181



Total General Fund

\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - RECREATION, PARKS, AND CULTURE**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Recreation, Parks, and Culture</b>			
Recreation & Parks	\$20,831,494	\$23,331,970	\$25,682,500
Sports and Entertainment Authority	376,382	665,347	0
Public Library	19,380,117	22,389,665	23,869,681
<b>Total Recreation, Parks and Culture</b>	<b><u>\$40,587,993</u></b>	<b><u>\$46,386,982</u></b>	<b><u>\$49,552,181</u></b>

# RECREATION AND PARKS

## DESCRIPTION

The Division of Recreation and Parks offers a variety of programs, facilities, and parks to enhance the standard of living and provide leisure options for residents and guests of Henrico County. To accomplish its mission, the Division is composed of the following three operational units: Park Services, Recreation Services, and Administrative Services.

### Park Services

Park Services is responsible for the care and maintenance of the entire Henrico County park system of over 4,500 acres of both developed and undeveloped property. The park system also includes 104 recreation buildings, which range in size and purpose from small restrooms to full-service recreation centers. There are four service sectors within Park Services.

Support Services is responsible for custodial operations in parks as well as special event preparation and clean-up.

The Turf and Grounds section is responsible for general lawn, grounds, and plant maintenance. This section also handles the care and preparation of sports fields scheduled through the Division of Recreation and Parks, which includes many Henrico County Public School fields.

Property Services is responsible for maintaining recreation buildings and handles painting, carpentry, HVAC, plumbing, and general construction improvement projects. This area is responsible for maintenance and repair of both rolling and small equipment and maintains National Recreation and Parks Association certified playground inspectors who provide weekly safety inspections of all play areas and coordinate all necessary equipment repairs. Property Services also supports a warehouse operation responsible for managing parts, supplies and materials needed for all property and building maintenance.

Sports Operations coordinates closely with other service delivery areas within Park Services. Sports staff members schedule the use of all athletic fields. They maintain relationships with all leagues and associations operating within Henrico County and work closely with the Visit Henrico Tourism staff to ensure the needs and expectations of visiting sports tournaments and activities are also met.

## FISCAL YEAR 2024 SUMMARY

Description	Annual Fiscal Plan			
	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 14,384,785	\$ 16,968,544	\$ 18,741,529	10.4%
Operation	5,430,361	5,328,696	5,774,111	8.4%
Capital	1,016,348	1,034,730	1,166,860	12.8%
Total	\$ 20,831,494	\$ 23,331,970	\$ 25,682,500	10.1%
Personnel Complement	179	183	190 <sup>(1)</sup>	7

<sup>(1)</sup> Personnel complement includes three additional Deputy Director positions and four positions for Park Services

Recreation and Parks

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Park Visitation	6,295,787	6,700,000	7,000,000	300,000
Special Event Attendance	51,200	52,000	53,760	1,760
Facility Contacts	96,035	175,000	183,750	8,750
Number of Youth Sports Participants	48,000	50,000	52,500	2,500
Turf Acres Mowed	7,045	7,450	7,823	373
Number of General Acres Mowed	11,923	12,157	12,765	608
Number of Work Orders Processed	5,636	5,600	5,880	280
Number of Irrigation Sites Maintained	140	141	148	7
Number of Habitable Structures	104	104	104	0
Number of Historic Sites	35	35	35	0
Number of Shelter Reservations	2,183	2,500	2,625	125
<b>Effectiveness Measures</b>				
Number of Programs Offered	1,020	1,025	1,071	46
Program Attendance	94,163	95,000	99,750	4,750
Open Gym Attendance	16,964	17,812	18,703	891
Fitness Center Usage	6,573	13,146	13,803	657
Social Media Followers	21,824	24,728	25,964	1,236
Number of App Users	2,062	3,675	3,859	184

DESCRIPTION (CONTINUED)

**Recreation Services**

Recreation Services creates safe, fun, and affordable recreational opportunities to improve the quality of life for Henrico County citizens. This service area oversees the daily management and operation of all recreation facilities. Employees work in teams across several program focus areas to create offerings that appeal to a diverse range of interests.

Programs are targeted to serve customers of all ages and abilities, including age-appropriate offerings for preschoolers, children, tweens, teens, and adults. There are summer camps as well as nature programs at Three Lakes Nature Center and Aquarium, performing arts programs at the Henrico Theatre, and living history programs at Meadow Farm.

The preservation and interpretation of the history of Henrico County also falls under Recreation Services. Historic program and preservation staff develop and implement preservation and interpretive solutions at 10 historic sites owned and operated by Henrico County. These include Antioch School, Armour House and Gardens, Clarke Palmore Museum, Courtney Road Service Station, Dabbs House Museum, Deep Run Schoolhouse, Dorey Recreation Center, Elko Community Center, Meadow Farm Museum, and Virginia Randolph Museum.

Recreation Services also offers a variety of free public events in the parks for residents to enjoy. These include large annual events such as Juneteenth, the Red, White, and Lights Fourth of July and Glen Allen Day as well as several smaller community-scale events spread throughout the year.

## Recreation and Parks

### Administrative Services

Administrative Services provides all necessary support for the department to fulfill its primary customer service mission and objectives. This area oversees the department's personnel, financial, and customer service needs, including accounts receivable and payable, procurement, records management, and customer registration.

It also includes the Capital Planning and Development work team, which provides professional expertise to lead the continued development and redevelopment of the Henrico County park system. This work team is responsible for master planning, design development, construction documentation, project bidding, and construction administration as well as maintaining the department's annual five-year Capital Improvement Program.

### OBJECTIVES

- To provide the citizens of Henrico County safe, clean, and well-maintained parks and facilities.
- To provide the citizens of Henrico County with a wide-range of convenient and affordable general-interest recreation programs, classes, activities, and special events.
- To maximize the use of parks, open space, athletic sites, and facilities.
- To cultivate an effective and dynamic workforce.

### BUDGET HIGHLIGHTS

The Division's FY24 proposed budget is \$25,682,500, which represents a \$2,350,530, or 10.1% increase when compared to the FY23 budget. The target includes the addition of personnel and operating bond project funds for the projected costs of the Deep Run and Dorey Park additions and renovations. The personnel component increased \$1,772,985 or 10.4%. This increase is due to elevated salaries and rising benefit costs, as well as the addition of three new Deputy Director positions, three new Groundskeeper positions, and one new Tradesman position.

The operating component increased \$445,415, or 8.4%. The operating increase is due to additional funding for the operating costs of G.O. Bond projects, as well as funding that was added for enhanced maintenance of the park system. The capital outlay budget increased by \$132,130, or 12.8%. This increase is due to the capital needs of completed bond projects and augmented funding for park system maintenance.

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#### ADMINISTRATIVE SERVICES

The FY24 budget for Administration totals \$2,539,397 and includes the Director's office, the Business Office, and Capital Planning and Development. The budget for FY24 reflects a net increase of \$523,335, or 26.0%, due to the addition of three new Deputy Director positions and increased requirements for wages and benefits.

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#### RECREATION SERVICES

The FY24 budget for Recreation Services totals \$8,474,230 which reflects an increase of \$763,293, or 9.9% when compared to FY23. This increase is related to the addition of funds for bond projects as well as adjustments to salaries and increases in benefit costs.



## *Recreation and Parks*

Operating and Capital components include funds used to pay for equipment replacement expenses, to preserve historic artifacts, and to purchase new and replacement furniture and fixtures for the various recreation centers. Revenue collected as a set-up fee supports furniture replacement. This fee was approved in FY02, and the replacement furniture expenditures program was approved in the FY03 budget.

In a similar fashion, the FY18 budget initiated the inclusion of \$20,000 annually for equipment replacement at the Eastern Henrico Recreation Center. This is funded through revenues collected from members for use of the facility.

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### CULTURAL ARTS CENTER

The FY24 County contribution to the Cultural Arts Center is \$600,000. This funding level reflects no change from the prior fiscal year. This funding is provided in support of the wide array of programs and services that the Center provides in the community.

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### PARK SERVICES

The budget for Park Services totals \$14,068,873 for FY24, which represents an increase of \$1,063,902, or 8.2%, when compared to the FY23 approved budget. This increase is driven by the additional funds for completed bond projects and includes the addition of three Groundskeeper positions and one Tradesman position.

The equipment replacement program was initiated in the FY09 budget to provide a regular replacement schedule for equipment when necessary. In FY24, \$307,700 will go towards the addition of two vibratory plate compactors, two chainsaws, and two portable floor cleaners, as well the replacement of one 5 gang reel mower, two infield groomers, one 24-ft trailer, one light tower, one woodchipper, small equipment, folding tables, and goals.

The proposed Facility Rehabilitation portion of the budget totals \$598,800 in the FY24 budget. This plan was initiated in the FY01 budget to maintain the Division's facilities on a yearly basis. For FY24, types of projects in the Facility Rehabilitation program include two painting projects, four turf projects, one HVAC project, one fence project, five roof projects, and five other miscellaneous projects. This funding is in addition to the Facility Rehabilitation program included in Henrico's Capital Improvements Program.

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### REVENUES

The Division anticipates collecting revenue totaling \$507,000 in FY24. This decrease of \$60,000 from the approved FY23 budget is expected in room rental revenue. Recreation generates revenues through program fees and facility rentals. Revenue Collection lagged during the COVID-19 pandemic but has recovered briskly as conditions have improved.

## DIVISION HIGHLIGHTS

When it became apparent that the COVID-19 pandemic was not going anywhere anytime soon, it was up to Recreation staff to think of innovative ways to reach out to the community. Park Mobile made that possible by bringing opportunities to connect right to people's doorstep. Over the past couple years, programming has been offered not only at Henrico Parks, but also at apartments, senior communities, and libraries. During 2022, Recreation and Parks continued its Park Mobile effort, offering 157 programs to almost 5,300 people across the County.

### *Recreation and Parks*

The department has focused on maximizing its community connections to enhance the services provided to Henrico citizens. One partnership that was a huge success in 2022 was with the Henrico County Police Division (HCPD). Recreation and Parks partnered with HCPD to provide Bike Safety Rodeos for families of the County as a way for relationships to be developed between residents and Public Safety Officers. Other partnerships that have enhanced our reach include CAP to CAP, the Caribbean Festival, Cultural Arts Center, YMCA Aquatic Center, Dorey Park Farmers Market, Root 5 Family Farms, along with many others.

The Special Events section has focused on increasing its portfolio of events over the past few years. This section now organizes the annual Juneteenth event which is comparable in size to the department's Fourth of July event. This section also added other events to its schedule including its first ever Haunted Theatre. This event received a tremendous amount of positive feedback from the community with over 290 people attending throughout the day.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
RECREATION AND PARKS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	8,834,394	10,013,534	11,388,334	1,374,800	13.7%
50101 Full-Time Salaries and Wages - Overtime	425,752	379,531	379,531	0	0.0%
50104 Temporary Salaries and Wages - Regular	1,469,496	2,257,607	2,118,857	-138,750	-6.1%
50105 Temporary Salaries and Wages - Overtime	-787	3,756	3,756	0	0.0%
50106 Board and Commissions	5,175	9,000	9,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	16,302	22,173	31,227	9,054	40.8%
50109 Vacancy Savings	0	-353,692	-397,147	-43,455	-12.3%
50110 FICA	795,314	968,753	1,067,974	99,221	10.2%
50111 Retirement VRS	1,255,681	1,655,237	1,894,614	239,377	14.5%
50112 Hospital/Medical Plans	1,467,335	1,872,456	2,084,918	212,462	11.3%
50113 Group Insurance - Life (VRS)	115,533	140,189	160,465	20,276	14.5%
50114 Unemployment Insurance	590	0	0	0	0.0%
50200 Medical Services	18,117	11,550	29,550	18,000	155.8%
50209 Other Professional Services	36,225	5,000	27,000	22,000	440.0%
50210 Maintenance and Repairs	879,987	577,550	622,550	45,000	7.8%
50211 Maintenance Service Contracts	33,021	208,500	248,000	39,500	18.9%
50212 Vehicle Repair	84,805	75,000	75,000	0	0.0%
50220 Lease/Rent Of Equipment	72,347	143,000	110,500	-32,500	-22.7%
50221 Lease/Rent Of Buildings	37,713	59,000	0	-59,000	-100.0%
50240 Printing and Binding	25,566	14,000	15,000	1,000	7.1%
50250 Advertising	7,639	11,400	11,400	0	0.0%
50260 Laundry and Dry Cleaning	346	4,600	1,700	-2,900	-63.0%
50262 Transportation Services - Private Carriers	0	1,000	0	-1,000	-100.0%
50270 Other Contractual Services	452,729	544,560	622,560	78,000	14.3%
50280 Janitorial	2,475	9,000	13,500	4,500	50.0%
50285 Landscaping	38,786	47,000	49,250	2,250	4.8%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50286 Weed and Pest Control	21,249	22,550	26,200	3,650	16.2%
50310 Automotive/Motor Pool	649,939	645,500	653,500	8,000	1.2%
50400 Electric Services	661,610	695,800	721,900	26,100	3.8%
50401 Heating Services	121,370	98,900	98,900	0	0.0%
50402 Water Service	231,734	214,500	273,500	59,000	27.5%
50403 Sewer Service	81,922	60,000	82,000	22,000	36.7%
50404 Refuse Service	43,611	46,000	47,000	1,000	2.2%
50410 Postal Services	4,739	9,800	9,800	0	0.0%
50412 Telecommunications	162,914	163,816	163,816	0	0.0%
50430 Mileage	5	100	0	-100	-100.0%
50431 Education and Training	38,214	8,000	47,671	39,671	495.9%
50441 Payment To Other Civic/Community Organizations	607,500	600,000	600,000	0	0.0%
50450 Dues And Association Memberships	10,158	7,650	7,650	0	0.0%
50453 Freight Charges	3,241	2,500	4,500	2,000	80.0%
50459 Other Charges Miscellaneous	20	120	0	-120	-100.0%
50490 Purchasing Cards Suspense	36	0	0	0	0.0%
50500 Office Supplies	23,244	25,800	25,800	0	0.0%
50501 Food Supplies and Food Service Supplies	71,899	72,300	109,870	37,570	52.0%
50502 Agricultural Supplies	144,333	154,600	172,600	18,000	11.6%
50503 Medical and Laboratory Supplies	2,528	4,500	4,400	-100	-2.2%
50504 Laundry, Housekeeping, and Janitorial Supplies	122,393	107,350	134,694	27,344	25.5%
50506 Repair and Maintenance Supplies	210,573	197,000	201,000	4,000	2.0%
50507 Gasoline	63,948	56,700	57,700	1,000	1.8%
50509 Vehicle and Powered Equipment Supplies	65,910	71,000	71,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	34,974	48,100	48,400	300	0.6%
50512 Books and Subscriptions	496	1,000	1,000	0	0.0%
50513 Educational and Recreational Supplies	191,890	176,000	215,000	39,000	22.2%
50514 Other Operating Supplies	24,326	19,300	21,050	1,750	9.1%
50516 Chemicals	111,100	95,100	135,600	40,500	42.6%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50517 Small Tools	14,562	13,550	13,550	0	0.0%
50521 Computer Software	20,193	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	136,668	78,000	0	-78,000	-100.0%
50802 Furniture and Fixtures-New \$10,000 and Over	6,675	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	43,542	8,350	27,100	18,750	224.6%
50812 Furniture and Fixtures-New Less Than \$10,000	31,921	0	15,000	15,000	100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	0	750	750	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	-1,388	0	0	0	0.0%
50821 Machinery and Equipment-Replacement \$10,000 and Over	69,319	189,750	242,200	52,450	27.6%
50831 Machinery and Equipment-Replacement Less Than \$10,000	78,063	91,350	86,250	-5,100	-5.6%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	43,653	20,500	38,860	18,360	89.6%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	450	1,000	1,000	0	0.0%
50836 Technology Infrastructure - Replacement Less Than \$10,000	0	0	100,000	100,000	100.0%
50841 Machinery and Equipment-Rehabilitation	607,445	645,030	655,700	10,670	1.7%
<b>Total Department</b>	<b>20,831,520</b>	<b>23,331,970</b>	<b>25,682,500</b>	<b>2,350,530</b>	<b>10.1%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
RECREATION AND PARKS**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>23101 Director</b>					
50100 Full-Time Salaries and Wages - Regular	223,290	240,522	561,483	320,961	133.4%
50101 Full-Time Salaries and Wages - Overtime	1,434	0	0	0	0.0%
50106 Board and Commissions	5,175	9,000	9,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	57	0	1,196	1,196	100.0%
50109 Vacancy Savings	0	-8,562	-6,634	1,928	22.5%
50110 FICA	16,904	19,088	43,037	23,949	125.5%
50111 Retirement VRS	26,201	39,758	92,873	53,115	133.6%
50112 Hospital/Medical Plans	12,807	20,464	53,735	33,271	162.6%
50113 Group Insurance - Life (VRS)	2,245	3,367	7,866	4,499	133.6%
50209 Other Professional Services	3,500	0	0	0	0.0%
50210 Maintenance and Repairs	3,275	0	0	0	0.0%
50221 Lease/Rent Of Buildings	23,025	33,500	0	-33,500	-100.0%
50262 Transportation Services - Private Carriers	0	1,000	0	-1,000	-100.0%
50270 Other Contractual Services	315	660	660	0	0.0%
50280 Janitorial	778	0	0	0	0.0%
50404 Refuse Service	31	0	0	0	0.0%
50430 Mileage	5	100	0	-100	-100.0%
50431 Education and Training	38,214	8,000	39,671	31,671	395.9%
50441 Payment To Other Civic/Community Organizations	7,500	0	0	0	0.0%
50450 Dues And Association Memberships	10,158	7,650	7,650	0	0.0%
50453 Freight Charges	89	50	50	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	1,149	1,400	1,400	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,936	6,000	6,000	0	0.0%
50512 Books and Subscriptions	496	1,000	1,000	0	0.0%
50514 Other Operating Supplies	0	1,000	1,000	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	-1,730	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	-1,388	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	1,000	0	-1,000	-100.0%
50841 Machinery and Equipment-Rehabilitation	34,400	0	0	0	0.0%
<b>Total Cost Center</b>	<b>409,866</b>	<b>384,997</b>	<b>819,987</b>	<b>434,990</b>	<b>113.0%</b>
<b>23102 Business</b>					
50100 Full-Time Salaries and Wages - Regular	412,200	429,527	455,902	26,375	6.1%
50101 Full-Time Salaries and Wages - Overtime	0	3,600	3,600	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	493	690	1,301	611	88.6%
50109 Vacancy Savings	0	-15,261	-32,095	-16,834	-110.3%
50110 FICA	29,690	33,134	35,152	2,018	6.1%
50111 Retirement VRS	59,777	71,001	75,361	4,360	6.1%
50112 Hospital/Medical Plans	67,319	71,624	75,229	3,605	5.0%
50113 Group Insurance - Life (VRS)	5,526	6,013	6,383	370	6.2%
50220 Lease/Rent Of Equipment	5,248	5,400	5,400	0	0.0%
50270 Other Contractual Services	0	500	500	0	0.0%
50310 Automotive/Motor Pool	68,707	65,500	65,500	0	0.0%
50401 Heating Services	1,080	0	0	0	0.0%
50410 Postal Services	3,338	9,800	9,800	0	0.0%
50412 Telecommunications	162,914	163,816	163,816	0	0.0%
50453 Freight Charges	658	150	150	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	23,244	25,800	25,800	0	0.0%
50501 Food Supplies and Food Service Supplies	188	300	300	0	0.0%
50514 Other Operating Supplies	2,865	1,000	1,000	0	0.0%
50521 Computer Software	4,193	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	0	750	750	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	450	1,000	1,000	0	0.0%
<b>Total Cost Center</b>	<b>847,890</b>	<b>874,344</b>	<b>894,849</b>	<b>20,505</b>	<b>2.3%</b>
<b>23105 Parks Development</b>					
50100 Full-Time Salaries and Wages - Regular	475,353	569,917	619,962	50,045	8.8%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	447	447	100.0%
50109 Vacancy Savings	0	-20,373	-21,714	-1,341	-6.6%
50110 FICA	35,316	43,599	48,045	4,446	10.2%
50111 Retirement VRS	69,016	94,207	104,489	10,282	10.9%
50112 Hospital/Medical Plans	51,975	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	6,378	7,979	8,850	871	10.9%
<b>Total Cost Center</b>	<b>638,038</b>	<b>756,721</b>	<b>824,561</b>	<b>67,840</b>	<b>9.0%</b>
<b>23109 Cultural Arts Center</b>					
50441 Payment To Other Civic/Community Organizations	600,000	600,000	600,000	0	0.0%
<b>Total Cost Center</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>	<b>0</b>	<b>0.0%</b>
<b>23201 Recreation Services Administration</b>					
50100 Full-Time Salaries and Wages - Regular	2,659,570	2,966,841	3,280,227	313,386	10.6%
50101 Full-Time Salaries and Wages - Overtime	30,718	75,672	75,672	0	0.0%
50104 Temporary Salaries and Wages - Regular	452,184	290,046	71,296	-218,750	-75.4%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,286	4,825	7,162	2,337	48.4%
50109 Vacancy Savings	0	-100,629	-111,579	-10,950	-10.9%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	236,875	254,941	264,041	9,100	3.6%
50111 Retirement VRS	371,549	490,419	546,243	55,824	11.4%
50112 Hospital/Medical Plans	327,738	450,208	505,109	54,901	12.2%
50113 Group Insurance - Life (VRS)	34,075	41,536	46,264	4,728	11.4%
50200 Medical Services	3,074	2,700	2,700	0	0.0%
50209 Other Professional Services	7,000	0	0	0	0.0%
50240 Printing and Binding	25,566	14,000	14,000	0	0.0%
50250 Advertising	7,518	11,400	11,400	0	0.0%
50260 Laundry and Dry Cleaning	0	500	500	0	0.0%
50270 Other Contractual Services	32,146	36,900	36,900	0	0.0%
50410 Postal Services	1,399	0	0	0	0.0%
50453 Freight Charges	1,751	1,000	1,000	0	0.0%
50501 Food Supplies and Food Service Supplies	21	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	5,000	16,360	11,360	227.2%
50836 Technology Infrastructure - Replacement Less Than \$10,000	0	0	100,000	100,000	100.0%
<b>Total Cost Center</b>	<b>4,194,470</b>	<b>4,545,359</b>	<b>4,867,295</b>	<b>321,936</b>	<b>7.1%</b>
<b>23202 Nature Centers</b>					
50200 Medical Services	0	0	20,000	20,000	100.0%
50210 Maintenance and Repairs	0	0	25,000	25,000	100.0%
50270 Other Contractual Services	0	0	5,000	5,000	100.0%
50431 Education and Training	0	0	8,000	8,000	100.0%
50453 Freight Charges	0	0	1,000	1,000	100.0%
50501 Food Supplies and Food Service Supplies	0	0	38,000	38,000	100.0%
50502 Agricultural Supplies	0	0	40,000	40,000	100.0%
50503 Medical and Laboratory Supplies	0	0	500	500	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50513 Educational and Recreational Supplies	0	0	15,000	15,000	100.0%
50514 Other Operating Supplies	0	0	250	250	100.0%
50516 Chemicals	0	0	35,000	35,000	100.0%
50841 Machinery and Equipment- Rehabilitation	0	0	31,000	31,000	100.0%
<b>Total Cost Center</b>	<b>0</b>	<b>0</b>	<b>218,750</b>	<b>218,750</b>	<b>100.0%</b>
<b>23203 Sports</b>					
50100 Full-Time Salaries and Wages - Regular	167,278	223,947	192,357	-31,590	-14.1%
50101 Full-Time Salaries and Wages - Overtime	3,948	10,000	10,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	175,306	245,008	245,008	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	538	859	682	-177	-20.6%
50109 Vacancy Savings	0	-8,538	-6,272	2,266	26.5%
50110 FICA	26,210	36,640	34,223	-2,417	-6.6%
50111 Retirement VRS	24,251	37,018	31,797	-5,221	-14.1%
50112 Hospital/Medical Plans	23,624	40,928	32,241	-8,687	-21.2%
50113 Group Insurance - Life (VRS)	2,241	3,135	2,693	-442	-14.1%
50114 Unemployment Insurance	177	0	0	0	0.0%
<b>Total Cost Center</b>	<b>423,573</b>	<b>588,997</b>	<b>542,729</b>	<b>-46,268</b>	<b>-7.9%</b>
<b>23204 Special Events</b>					
50104 Temporary Salaries and Wages - Regular	47,435	40,818	40,818	0	0.0%
50110 FICA	3,629	3,123	3,123	0	0.0%
50220 Lease/Rent Of Equipment	12,729	52,700	52,700	0	0.0%
50260 Laundry and Dry Cleaning	156	400	400	0	0.0%
50270 Other Contractual Services	185,412	235,100	225,100	-10,000	-4.3%
50501 Food Supplies and Food Service Supplies	7,453	12,600	10,000	-2,600	-20.6%
50513 Educational and Recreational Supplies	22,951	31,000	30,000	-1,000	-3.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	398	0	0	0	0.0%
50517 Small Tools	208	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	6,500	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	5,827	2,000	15,600	13,600	680.0%
<b>Total Cost Center</b>	<b>292,698</b>	<b>377,741</b>	<b>377,741</b>	<b>0</b>	<b>0.0%</b>
<b>23217 Tourism</b>					
50104 Temporary Salaries and Wages - Regular	1,510	0	0	0	0.0%
50110 FICA	116	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,626</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>23248 Community Operations</b>					
50104 Temporary Salaries and Wages - Regular	125,382	1,064,742	1,064,742	0	0.0%
50105 Temporary Salaries and Wages - Overtime	233	3,546	3,546	0	0.0%
50110 FICA	9,609	81,724	81,724	0	0.0%
50114 Unemployment Insurance	176	0	0	0	0.0%
50200 Medical Services	0	3,000	3,000	0	0.0%
50211 Maintenance Service Contracts	1,470	4,500	6,000	1,500	33.3%
50220 Lease/Rent Of Equipment	11,212	500	6,500	6,000	1,200.0%
50221 Lease/Rent Of Buildings	6,725	0	0	0	0.0%
50240 Printing and Binding	0	0	1,000	1,000	100.0%
50260 Laundry and Dry Cleaning	0	350	350	0	0.0%
50270 Other Contractual Services	79,243	80,000	147,000	67,000	83.8%
50453 Freight Charges	265	0	0	0	0.0%
50490 Purchasing Cards Suspense	36	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	22,763	8,500	10,170	1,670	19.6%
50502 Agricultural Supplies	0	500	500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50503 Medical and Laboratory Supplies	0	400	400	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	265	50	50	0	0.0%
50507 Gasoline	0	200	200	0	0.0%
50513 Educational and Recreational Supplies	53,145	33,000	67,000	34,000	103.0%
50514 Other Operating Supplies	13,507	3,500	7,000	3,500	100.0%
50521 Computer Software	16,000	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	15,472	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	20,798	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	8,784	0	15,000	15,000	100.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	17,006	20,000	20,000	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	43,653	12,000	20,000	8,000	66.7%
50841 Machinery and Equipment- Rehabilitation	0	25,900	25,900	0	0.0%
<b>Total Cost Center</b>	<b>445,744</b>	<b>1,342,412</b>	<b>1,480,082</b>	<b>137,670</b>	<b>10.3%</b>
<b>23249 Community Engagement</b>					
50100 Full-Time Salaries and Wages - Regular	443,934	602,964	619,289	16,325	2.7%
50101 Full-Time Salaries and Wages - Overtime	8,673	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	418,047	191,502	271,502	80,000	41.8%
50105 Temporary Salaries and Wages - Overtime	218	210	210	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,390	2,243	2,817	574	25.6%
50109 Vacancy Savings	0	-21,852	-21,264	588	2.7%
50110 FICA	64,562	60,793	68,162	7,369	12.1%
50111 Retirement VRS	63,397	99,670	102,368	2,698	2.7%
50112 Hospital/Medical Plans	101,459	122,784	150,458	27,674	22.5%
50113 Group Insurance - Life (VRS)	5,813	8,441	8,670	229	2.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50114 Unemployment Insurance	164	0	0	0	0.0%
50200 Medical Services	14,395	5,000	3,000	-2,000	-40.0%
50209 Other Professional Services	2,491	0	0	0	0.0%
50210 Maintenance and Repairs	0	550	550	0	0.0%
50211 Maintenance Service Contracts	0	6,000	21,000	15,000	250.0%
50220 Lease/Rent Of Equipment	0	13,500	0	-13,500	-100.0%
50221 Lease/Rent Of Buildings	7,963	25,500	0	-25,500	-100.0%
50260 Laundry and Dry Cleaning	190	450	450	0	0.0%
50270 Other Contractual Services	135,914	185,600	185,600	0	0.0%
50280 Janitorial	0	0	13,500	13,500	100.0%
50453 Freight Charges	30	0	1,000	1,000	100.0%
50459 Other Charges Miscellaneous	20	120	0	-120	-100.0%
50501 Food Supplies and Food Service Supplies	38,697	48,300	48,800	500	1.0%
50502 Agricultural Supplies	21,523	25,000	0	-25,000	-100.0%
50503 Medical and Laboratory Supplies	302	600	0	-600	-100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	76	300	0	-300	-100.0%
50506 Repair and Maintenance Supplies	2,297	4,500	0	-4,500	-100.0%
50513 Educational and Recreational Supplies	26,192	24,000	15,000	-9,000	-37.5%
50514 Other Operating Supplies	1,069	3,500	3,500	0	0.0%
50516 Chemicals	7,726	20,000	20,000	0	0.0%
50517 Small Tools	1,067	1,000	1,000	0	0.0%
50802 Furniture and Fixtures-New \$10,000 and Over	6,675	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	5,316	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	313	12,250	12,250	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	2,500	2,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>1,379,913</b>	<b>1,445,425</b>	<b>1,530,362</b>	<b>84,937</b>	<b>5.9%</b>
<b>23301 Park Services Administration</b>					
50100 Full-Time Salaries and Wages - Regular	295,261	361,423	415,781	54,358	15.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,034	1,437	1,747	310	21.6%
50109 Vacancy Savings	0	-12,834	-14,117	-1,283	-10.0%
50110 FICA	21,831	27,649	31,807	4,158	15.0%
50111 Retirement VRS	42,806	59,743	68,729	8,986	15.0%
50112 Hospital/Medical Plans	31,566	51,160	53,735	2,575	5.0%
50113 Group Insurance - Life (VRS)	3,956	5,060	5,821	761	15.0%
50200 Medical Services	648	850	850	0	0.0%
50209 Other Professional Services	23,234	5,000	27,000	22,000	440.0%
50210 Maintenance and Repairs	0	90,000	113,000	23,000	25.6%
50212 Vehicle Repair	84,805	75,000	75,000	0	0.0%
50270 Other Contractual Services	16,270	0	16,000	16,000	100.0%
50310 Automotive/Motor Pool	581,232	580,000	588,000	8,000	1.4%
50400 Electric Services	661,610	695,800	721,900	26,100	3.8%
50401 Heating Services	120,290	98,900	98,900	0	0.0%
50402 Water Service	231,734	214,500	273,500	59,000	27.5%
50403 Sewer Service	81,922	60,000	82,000	22,000	36.7%
50404 Refuse Service	43,580	46,000	47,000	1,000	2.2%
50410 Postal Services	2	0	0	0	0.0%
50507 Gasoline	63,948	56,500	57,500	1,000	1.8%
50801 Machinery and Equipment-New \$10,000 and Over	109,014	78,000	0	-78,000	-100.0%
50811 Machinery and Equipment-New Less Than \$10,000	16,193	6,350	11,500	5,150	81.1%
50812 Furniture and Fixtures-New Less Than \$10,000	17,821	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50821 Machinery and Equipment- Replacement \$10,000 and Over	69,319	189,750	242,200	52,450	27.6%
50831 Machinery and Equipment- Replacement Less Than \$10,000	37,487	34,100	54,000	19,900	58.4%
50841 Machinery and Equipment- Rehabilitation	555,387	598,800	598,800	0	0.0%
<b>Total Cost Center</b>	<b>3,110,950</b>	<b>3,323,188</b>	<b>3,570,653</b>	<b>247,465</b>	<b>7.4%</b>

### **23302 Property Services**

50100 Full-Time Salaries and Wages - Regular	929,232	1,047,592	1,190,885	143,293	13.7%
50101 Full-Time Salaries and Wages - Overtime	29,257	24,359	24,359	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	926	1,450	1,903	453	31.2%
50109 Vacancy Savings	0	-37,256	-41,763	-4,507	-12.1%
50110 FICA	70,293	82,004	93,896	11,892	14.5%
50111 Retirement VRS	134,520	173,167	198,864	25,697	14.8%
50112 Hospital/Medical Plans	163,691	194,408	214,940	20,532	10.6%
50113 Group Insurance - Life (VRS)	12,388	14,666	16,843	2,177	14.8%
50210 Maintenance and Repairs	449,745	322,000	322,000	0	0.0%
50211 Maintenance Service Contracts	3,142	38,000	38,000	0	0.0%
50250 Advertising	121	0	0	0	0.0%
50506 Repair and Maintenance Supplies	83,486	55,000	63,500	8,500	15.5%
50517 Small Tools	1,541	1,700	1,700	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	3,342	0	0	0	0.0%
50841 Machinery and Equipment- Rehabilitation	17,658	20,330	0	-20,330	-100.0%
<b>Total Cost Center</b>	<b>1,899,342</b>	<b>1,937,420</b>	<b>2,125,127</b>	<b>187,707</b>	<b>9.7%</b>

### **23306 Warehouse Services**

50100 Full-Time Salaries and Wages - Regular	90,905	95,829	95,820	-9	-0.0%
50101 Full-Time Salaries and Wages - Overtime	308	7,150	7,150	0	0.0%
50104 Temporary Salaries and Wages - Regular	19,971	18,624	18,624	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	232	232	100.0%
50109 Vacancy Savings	0	-3,462	-2,882	580	16.8%
50110 FICA	8,390	9,303	9,302	-1	-0.0%
50111 Retirement VRS	13,186	15,841	15,839	-2	-0.0%
50112 Hospital/Medical Plans	13,833	20,464	21,494	1,030	5.0%
50113 Group Insurance - Life (VRS)	1,219	1,342	1,341	-1	-0.1%
50210 Maintenance and Repairs	6,536	6,000	6,000	0	0.0%
50211 Maintenance Service Contracts	0	0	3,000	3,000	100.0%
50220 Lease/Rent Of Equipment	15,273	42,000	17,000	-25,000	-59.5%
50260 Laundry and Dry Cleaning	0	2,900	0	-2,900	-100.0%
50270 Other Contractual Services	3,429	5,800	5,800	0	0.0%
50286 Weed and Pest Control	17,752	18,300	21,200	2,900	15.8%
50453 Freight Charges	448	1,300	1,300	0	0.0%
50501 Food Supplies and Food Service Supplies	1,628	1,200	1,200	0	0.0%
50503 Medical and Laboratory Supplies	2,226	3,500	3,500	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	122,052	107,000	134,644	27,644	25.8%
50506 Repair and Maintenance Supplies	96,058	95,000	110,000	15,000	15.8%
50509 Vehicle and Powered Equipment Supplies	65,910	71,000	71,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	33,038	42,100	42,400	300	0.7%
50513 Educational and Recreational Supplies	89,602	88,000	88,000	0	0.0%
50514 Other Operating Supplies	5,464	9,000	7,000	-2,000	-22.2%
50516 Chemicals	5,526	4,100	6,100	2,000	48.8%
50517 Small Tools	6,211	6,100	6,100	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	7,412	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	19,915	25,000	0	-25,000	-100.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>646,292</b>	<b>693,391</b>	<b>691,164</b>	<b>-2,227</b>	<b>-0.3%</b>
<b>23307 Support Services</b>					
50100 Full-Time Salaries and Wages - Regular	880,732	1,069,426	1,272,106	202,680	19.0%
50101 Full-Time Salaries and Wages - Overtime	109,710	98,258	98,258	0	0.0%
50104 Temporary Salaries and Wages - Regular	160,692	193,711	193,711	0	0.0%
50105 Temporary Salaries and Wages - Overtime	-1,244	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,839	4,047	5,590	1,543	38.1%
50109 Vacancy Savings	0	-38,645	-44,615	-5,970	-15.4%
50110 FICA	84,777	104,147	120,582	16,435	15.8%
50111 Retirement VRS	126,736	176,776	212,289	35,513	20.1%
50112 Hospital/Medical Plans	194,094	296,728	311,663	14,935	5.0%
50113 Group Insurance - Life (VRS)	11,654	14,972	17,980	3,008	20.1%
50210 Maintenance and Repairs	22,530	34,000	31,000	-3,000	-8.8%
50220 Lease/Rent Of Equipment	27,885	28,900	28,900	0	0.0%
50280 Janitorial	1,697	9,000	0	-9,000	-100.0%
50285 Landscaping	13,599	22,000	24,250	2,250	10.2%
50286 Weed and Pest Control	3,497	4,250	5,000	750	17.6%
50502 Agricultural Supplies	25,884	33,100	36,100	3,000	9.1%
50506 Repair and Maintenance Supplies	5,798	15,000	0	-15,000	-100.0%
50516 Chemicals	1,924	3,000	3,000	0	0.0%
50517 Small Tools	1,260	2,000	2,000	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	724	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,674,788</b>	<b>2,070,670</b>	<b>2,317,814</b>	<b>247,144</b>	<b>11.9%</b>

**23308 Grounds and Turf Services**

50100 Full-Time Salaries and Wages - Regular	2,256,639	2,405,546	2,684,522	278,976	11.6%
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<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50101 Full-Time Salaries and Wages - Overtime	241,704	160,492	160,492	0	0.0%
50104 Temporary Salaries and Wages - Regular	68,969	213,156	213,156	0	0.0%
50105 Temporary Salaries and Wages - Overtime	6	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,739	6,622	8,150	1,528	23.1%
50109 Vacancy Savings	0	-86,280	-94,212	-7,932	-9.2%
50110 FICA	187,112	212,608	234,880	22,272	10.5%
50111 Retirement VRS	324,242	397,637	445,762	48,125	12.1%
50112 Hospital/Medical Plans	479,229	542,296	601,832	59,536	11.0%
50113 Group Insurance - Life (VRS)	30,038	33,678	37,754	4,076	12.1%
50114 Unemployment Insurance	73	0	0	0	0.0%
50210 Maintenance and Repairs	397,901	125,000	125,000	0	0.0%
50211 Maintenance Service Contracts	28,409	160,000	180,000	20,000	12.5%
50285 Landscaping	25,187	25,000	25,000	0	0.0%
50502 Agricultural Supplies	96,926	96,000	96,000	0	0.0%
50506 Repair and Maintenance Supplies	22,934	27,500	27,500	0	0.0%
50514 Other Operating Supplies	1,023	1,300	1,300	0	0.0%
50516 Chemicals	95,924	68,000	71,500	3,500	5.1%
50517 Small Tools	4,275	2,750	2,750	0	0.0%
<b>Total Cost Center</b>	<b>4,266,330</b>	<b>4,391,305</b>	<b>4,821,386</b>	<b>430,081</b>	<b>9.8%</b>

# LIBRARY

## DESCRIPTION

The Henrico County Public Library (HCPL) provides informational, educational, and reading resources to residents of all ages. Library services include professional information staff who expertly answer customer questions, a comprehensive and timely materials collection, programming for children, teens, and adults, computer classes and digital media creation, book discussion groups, resources for job seeking assistance, and more. The library provides mobile library services to daycare centers and retirement communities and participates in community outreach events. HCPL is known for its high standard of customer service, its responsive collection, and its attractive and well-equipped facilities.

The library offers in-person and online services through 748 public workstations, loanable laptops and wireless hotspots, and other devices embedded in libraries across the county. The library provides Internet access, web-based Library Catalog searching, Microsoft Office software, digital media creation tools, and electronic information resources. Wi-Fi is available at all public library locations. The Library catalog, eBook downloads, and research databases are available to access online, any time, from anywhere. HCPL is a resource for every resident, supporting and adapting to ever-evolving community needs.

## OBJECTIVES

- To provide customers with a positive library experience that meets their needs and expectations and that enriches community life.
- All libraries will be welcoming and engaging places that provide accessibility and an array of spaces to meet the community’s growing needs.
- Residents will be offered a responsive, relevant and diverse collection that is available in a timely manner.
- Libraries will offer services and programs that reach out to Henrico County’s changing population in ways that respond to diverse community needs.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 15,531,836	\$ 17,797,754	\$ 19,052,770	7.1%
Operation	3,926,507	4,391,911	4,616,911	5.1%
Capital	104,542	200,000	200,000	0.0%
Total	<u>\$ 19,562,885</u>	<u>\$ 22,389,665</u>	<u>\$ 23,869,681</u>	<u>6.6%</u>
Personnel Complement	228	227	227 *	0

\*One position transferred to the Police Division as part of the addition of 10 School Resource Officers.

## PERFORMANCE MEASURES

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Digital/E Circulation	1,063,987	1,117,186	1,173,046	55,860
Library Cards Issued	15,719	16,033	16,514	481
Meeting Room Attendance	113,375	130,381	149,938	19,557
Physical/Print Circulation	2,269,318	2,382,784	2,501,923	119,139
Program Participation	50,010	51,510	54,086	2,576
Public Computer Sessions	152,141	161,269	174,171	12,902
Questions Answered	464,175	468,817	473,505	4,688
Total Circulation	3,333,305	3,499,970	3,674,969	174,999
Visits	1,100,350	1,232,392	1,417,251	184,859
Website Visits	3,734,189	3,771,531	3,809,246	37,715
WiFi Connections	2,117,502	2,435,127	2,800,396	365,269

## BUDGET HIGHLIGHTS

The Department's budget for FY24 totals \$23,869,681 representing an increase of \$1,480,016, or 6.6% from the previous approved budget. The personnel component has increased by \$1,255,016 to reflect an increase in employee salaries and benefits. The operating component of the budget has increased by \$225,000 for the restoration of the collection line. Capital Outlay remains consistent with the previous fiscal year.

## DEPARTMENTAL HIGHLIGHTS

## STAFF AND FACILITIES

**Sandston Library Refresh**

The Sandston Branch Library closed from September 12 to November 30, 2022 for a refresh of the building interior and grounds. Fresh paint, new carpet, eco-friendly landscaping, resurfaced parking lots, updated A/V, and new, modern shelving units that facilitate browsing and display are among the many improvements to the facility. Lighting at Sandston had previously been overhauled to install new energy efficient fixtures, bringing the project total to over \$411,000 of upgrades. The community was served by the Mobile Library Service on Fridays and by the nearby Varina and Fairfield Area Libraries during the closure. An open house on November 30th welcomed the public back into the building with a brief ribbon cutting ceremony, followed by a Family Storytime and activities for all ages throughout the day.

**Staff Development, Emerging Leaders Certification, and Career Development Plan**

In the first biennial staff development days, library staff joined a virtual event to hear updates about the system and State Library services receiving accolades and awards voted on by their peers. Several HCPL employees graduated from the County's Emerging Leaders Certification Program, having cultivated wider skillsets and networks that will benefit their careers and the library system as a whole. Thirteen HCPL staff have enrolled in Leadership Henrico.

## Library

Several employees are expected to complete their Career Development Plan, meaning they are cross-trained in multiple public service areas to increase the strength of the library system's workforce. The Friends of Henrico County Public Library provided scholarships to send staff to the American Library Association conference and the Public Library Association conference, the Joint Conference of Librarians of Color, and the Virginia Library Association conference.

### Achievement Awards

HCPL and its staff were recognized by the National Association of Counties (NACo) this year with three achievement awards for programs: Community Collections, in which donated or withdrawn library materials are repurposed as reading materials in waiting rooms for youth facilities or programs at other county agencies; Storyline, a phone-in story time featuring recorded children's books read aloud by library staff and updated weekly; and Computer Work and Play Stations, the custom designed furniture pieces at the Fairfield Area Library for parents and caregivers needing to use computers while accompanied by a small child. The Virginia Association of Counties (VACo) also recognized the Computer Work and Play Stations. The Fairfield Area Library was awarded the Institute of Interior Designers of America and American Library Association's Library Interior Design Award, a biennial national honor recognizing excellence and innovation in library interior design. HCPL received an honorable mention from the Virginia Energy Efficiency Council for the library system's many environmentally conscious buildings and efforts, including HCPL's five LEED certified buildings, a 23% reduction in energy usage since FY17, and solar panel installation projects. Fairfield Area Library received two awards from the US Green Building Council, Virginia Chapter: Innovative Project of the Year—New Construction and the People's Choice Award.

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## PROGRAMS AND SERVICES

### Early Literacy, Youth, and Family Programs

Early literacy efforts at the library were building upon pre-pandemic levels of service in FY22. Options for both in-person and virtual story times were available for parents and caregivers. The Work and Play Station computer stations at Fairfield Area Library, custom designed to facilitate computer use by parents and caregivers accompanied by a small child, went viral for a second time (since the 2019 Grand Opening) on national and international social, print, and other news media, appearing in *The Washington Post*, *The New York Times*, *Newsweek*, *Good Morning America*, and *Richmond Times-Dispatch*. Library staff authored and published articles about the workstations in leading industry publications *American Libraries* magazine and *Children and Libraries* magazine. Summer Reading was an overall success with a significant rebound in participation and a popular ocean theme. Nearly 5,000 participants logged approximately 75,000 books and shared 4,100 reviews on the Summer Reading app, Beanstack. A new "100 Books Before Graduation" program, sponsored by the Friends of the Library, debuted for teens in middle and high school to track their reading for school or for pleasure and to earn rewards.

### Diversity, Equity, and Inclusion

The library added another group and location to the popular Next Chapter Book Club for adults with developmental disabilities, in partnership with Henrico Mental Health and Developmental Services, at the North Park Branch Library. For patrons who require service in a language other than English, and for translation of Library promotional materials, HCPL contracted with United Language Group to offer live interpretation for customer service interactions and to receive document translation services as needed. The Fairfield Library's Trailblazers exhibit, designed to represent a diversity of identities and to inspire the youth of Fairfield on their paths in life, received new inspirational quotes from an inclusive group of luminaries added to the quote panels on the first and second floors. The Libbie

## Library

Mill Heritage Wall received an update with a new story about Indigenous Peoples created with help from the Pamunkey Museum and Cultural Heritage Center and Henricus Historical Park and Foundation. HCPL continues to provide programming in support of recognized cultural heritage months and of the initiatives of Henrico County Multicultural Engagement. HCPL staff and facilities were prominent in the FY22 Henrico Citizens Academy. Staff participated in the Virginia State University and Virginia Union University Henrico Days and distributed a newly-developed library staff recruitment flyer. National non-profit Generation Hope, which supports student-parents (pregnant or those with young children) in completing their degrees, toured Fairfield Area Library with their academic partners from around the country and an HCPL partnership has been initiated with VSU's division of Student Success & Engagement.

### Adult Programming

Centrally planned, system-wide programs are expanding under the new Programming Division. Over the past year, author talks, lectures, performances, screenings, and discussions have connected historical and topical subjects with the library's collection, with an emphasis on diversity and inclusion. Highlights included local author Chip Jones discussing his book *The Organ Thieves*, local scholar Elvatrice Belsches presenting her original research on Virginia Randolph, the Latin Ballet of Virginia offering workshops and performances, and Shaleigh Howells of the Pamunkey Museum and Professor Gregory Smithers of Virginia Commonwealth University providing lectures during Native American Heritage Month. Support for jobseekers continued in libraries: HCPL partnered with CareerWorks to promote virtual interviewing and résumé workshops offered weekly through the winter of 2021. Tax filing was provided in partnership with United Way's Volunteer Income Tax Assistance program to lower-income individuals and families.

### All Henrico Reads

The 2023 author event was announced and will be held at J.R. Tucker High School on March 30, 2023. This event will be hosted internationally bestselling author Jamie Ford. Ford will be presenting his new novel, *The Many Daughters of Afong Moy*, which has been optioned for a TV series, debuted on the NYT Bestseller list, and was selected as a Today Show Read With Jenna pick.

### Voting

Six of HCPL's nine physical locations are actively involved in supporting voting in the county. Gayton, Fairfield, North Park, and Libbie Mill libraries serve as voting precincts. Tuckahoe and Varina both had drop-off ballot boxes available to the public. Varina Library served as an early voting office site, one of three in the county.

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## OUTREACH

### Outdoor Community Events

The Outreach Team expanded their presence as increasing numbers of community events provided new opportunities to connect with the community. For comparison, in calendar year 2021, HCPL Outreach appeared at 33 community events with 3,280 interaction, while in 2022, Outreach attended 48 community events with 7,063 interactions.

## *Library*

### **Mobile Library Service**

The Mobile Library Service (MLS) added five new stops to their route in locations across the county. The MLS is working to grow Youth Services offerings, and continuing their partnership with Henrico Mental Health and Developmental Services' Connect program locations. During the Sandston Library's closure for the refresh project, the MLS made weekly visits to the library parking lot on Fridays between 10 a.m. and 2 p.m. to provide materials for 150 Sandston residents.

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## COLLECTION AND TECHNOLOGY

### **1,000 Books Before Kindergarten Kits**

The Friends of Henrico County Public Library provided support for the library to curate and package kits for families participating in the 1,000 Books Before Kindergarten early literacy challenge, or any families looking to grab a convenient, curated collection of picture books. These engaging backpacks contain ten unique, librarian-selected books perfect for young readers that can be used toward reaching their goals and earning prizes in our early literacy reading challenge.

### **Meta Community Action Grant and ARPA funding for Wireless Hotspots**

Meta, parent company of Facebook, provided funding for Wi-Fi hotspots to circulate to adult library users. This funding was later augmented by additional funds from the American Rescue Plan Act (ARPA). In total, the library was able to purchase 100 hotspots, which have circulated approximately 850 times in their first 11 months of use. Meta provided funds for the program to continue for another fiscal year as part of their Meta Data Center Community Action Grant Program. The pilot has been successful and demonstrates need for the public.

### **Online Learning Resources Added**

The library added electronic resources for patrons including Transparent Languages, a new online language-learning tool provided through the Library of Virginia. The over 3,000 digital magazines provided by the Library of Virginia migrated to a new app, Magzster. OverDrive, the library's primary host for eBook downloads, discontinued its eponymous app and moved to its new, more user-friendly Libby app, which can be used across a variety of devices with Android or iOS operating systems.

### **Library Catalog Update**

The HCPL catalog received a new look and feel with application of a discovery layer. This software overlay provides an improved search engine, better display of search results, and greater customization for user access to the library's catalog database. HCPL IT, Collection Management, and Public Relations collaborated to customize the search experience and the visual design of the new catalog which improved the marketing of book collections. The redesigned catalog looks modern and is easily navigated on a desktop, smartphone, tablet, or other touchscreen device. Staff also worked interdepartmentally to tailor the new mobile app provided by the software overlay vendor for an enhanced mobile search experience.

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**CONCLUSION**

The library has found its momentum and expanded upon its pre-pandemic footprint of programs and services over this past year. With strong support from the County and a dedicated community of readers, library staff have been inspired to provide innovative, inclusive, and attentive public service that is receiving national recognition. The library is a valued and essential resource to Henrico residents and adds to their quality of life. HCPL continues to deepen engagement with the community and build on its solid foundation of excellence.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
LIBRARY**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	10,313,319	11,403,188	12,273,073	869,885	7.6%
50101 Full-Time Salaries and Wages - Overtime	205	0	0	0	0.0%
50102 Part-Time Salaries and Wages- Regular	789,735	1,356,941	1,356,941	0	0.0%
50104 Temporary Salaries and Wages - Regular	185,964	449,004	449,004	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	54,549	33,760	33,098	-662	-2.0%
50109 Vacancy Savings	0	-484,283	-431,114	53,169	11.0%
50110 FICA	829,317	1,009,544	1,076,595	67,051	6.6%
50111 Retirement VRS	1,491,883	1,884,947	2,027,767	142,820	7.6%
50112 Hospital/Medical Plans	1,729,397	1,985,008	2,095,665	110,657	5.6%
50113 Group Insurance - Life (VRS)	137,483	159,645	171,741	12,096	7.6%
50114 Unemployment Insurance	-16	0	0	0	0.0%
50207 Professional Education Services	12	0	0	0	0.0%
50209 Other Professional Services	12,832	34,700	34,700	0	0.0%
50210 Maintenance and Repairs	70,990	10,500	10,500	0	0.0%
50211 Maintenance Service Contracts	548,469	551,500	551,500	0	0.0%
50240 Printing and Binding	17,579	30,700	30,700	0	0.0%
50250 Advertising	374	1,000	1,000	0	0.0%
50270 Other Contractual Services	462,736	609,130	609,130	0	0.0%
50280 Janitorial	55,860	61,500	61,500	0	0.0%
50286 Weed and Pest Control	3,883	4,500	4,500	0	0.0%
50310 Automotive/Motor Pool	33,622	40,200	40,200	0	0.0%
50400 Electric Services	487,650	500,202	500,202	0	0.0%
50401 Heating Services	112,068	153,238	153,238	0	0.0%
50402 Water Service	20,713	38,000	38,000	0	0.0%
50403 Sewer Service	19,295	18,250	18,250	0	0.0%
50404 Refuse Service	9,867	12,464	12,464	0	0.0%

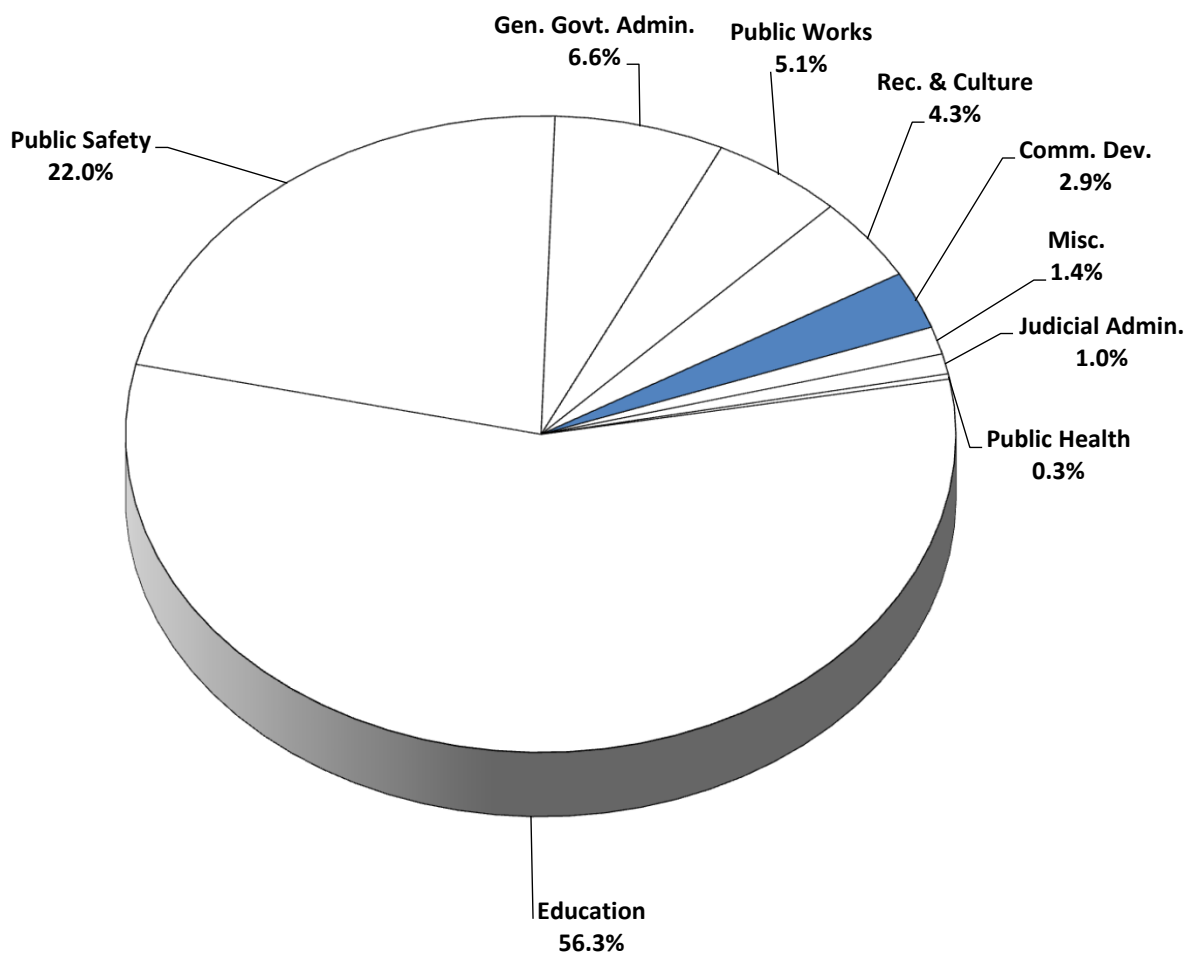
<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50410 Postal Services	4,644	18,000	18,000	0	0.0%
50412 Telecommunications	79,452	55,000	55,000	0	0.0%
50430 Mileage	6,214	9,500	9,500	0	0.0%
50431 Education and Training	2,782	10,000	10,000	0	0.0%
50450 Dues And Association Memberships	4,051	5,400	5,400	0	0.0%
50453 Freight Charges	1,917	7,200	7,200	0	0.0%
50459 Other Charges Miscellaneous	2,860	4,000	4,000	0	0.0%
50500 Office Supplies	118,887	185,355	185,355	0	0.0%
50501 Food Supplies and Food Service Supplies	1,553	2,790	2,790	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	1,000	1,000	0	0.0%
50508 Diesel Fuel	0	250	250	0	0.0%
50512 Books and Subscriptions	1,658,900	1,856,267	2,081,267	225,000	12.1%
50513 Educational and Recreational Supplies	7,984	4,500	4,500	0	0.0%
50514 Other Operating Supplies	12,462	6,000	6,000	0	0.0%
50521 Computer Software	77,467	160,765	160,765	0	0.0%
50802 Furniture and Fixtures-New \$10,000 and Over	0	24,000	0	-24,000	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	4,728	7,500	7,500	0	0.0%
50822 Furniture and Fixtures-Replacement \$10,000 and Over	0	157,000	157,000	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	85,183	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	13,033	11,500	35,500	24,000	208.7%
50835 Computer Equipment-Replacement Less Than \$10,000	1,598	0	0	0	0.0%
50911 Interdepartmental Billings	-91,384	0	0	0	0.0%
<b>Total Department</b>	<b>19,380,117</b>	<b>22,389,665</b>	<b>23,869,681</b>	<b>1,480,016</b>	<b>6.6%</b>



# COUNTY OF HENRICO, VIRGINIA

## Community Development

\$33,995,841



Total General Fund

\$1,157,058,430

**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - COMMUNITY DEVELOPMENT**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Community Development</b>			
Economic Development	\$19,790,257	\$18,585,699	\$24,927,539
Planning	4,199,978	5,139,389	5,357,447
Community Revitalization	1,817,898	2,086,661	2,200,000
Agriculture and Home Extension	407,362	420,787	443,364
Permit Center	842,997	1,089,218	1,067,491
<b>Total Community Development</b>	<b><u>\$27,058,492</u></b>	<b><u>\$27,321,754</u></b>	<b><u>\$33,995,841</u></b>

# ECONOMIC DEVELOPMENT

## DESCRIPTION

The Economic Development Authority (EDA) was created as a political subdivision of the Commonwealth of Virginia and, as such, may issue tax exempt bonds for the purpose of promoting industry and developing trade, by inducing desirable businesses to locate or remain in the county. The bonds and notes financed by private lenders for approved projects do not constitute a debt of the Commonwealth, the County, or the Authority. The debts are repaid solely from the revenues and receipts derived from EDA projects.

The Authority was designated as the official economic development organization for the County of Henrico in 1984. At that time, it was authorized to undertake those activities necessary to accomplish the county's economic development goals. Although the Authority is officially independent of the County, it works closely with the County government and receives support in the form of an annual operating subsidy. This budget includes that subsidy. Reimbursements for expenditures are subject to the same controls as other County departments.

## OBJECTIVES

- To increase the number of successful locations of new businesses in Henrico County.
- To conduct a successful business retention program.
- To create employment opportunities and to increase the nonresidential tax base.
- To increase the number of corporate inquiries and prospect visits to Henrico County.
- To promote the retention and expansion of existing major primary corporate businesses.

## FISCAL YEAR 2024 SUMMARY

Description	Annual Fiscal Plan			
	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	19,790,107	18,584,899	24,922,539	34.1%
Capital	150	800	5,000	525.0%
<b>Total Budget</b>	<b>\$ 19,790,257</b>	<b>\$ 18,585,699</b>	<b>\$ 24,927,539</b>	<b>34.1%</b>
Personnel Complement <sup>(1)</sup>	N/A	N/A	N/A	N/A

<sup>(1)</sup> Ten employees are supported by the County in this budget, but are not in the County's complement

Economic Development

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Effectiveness Measures</b>				
Square Footage of Businesses	1,200,000	1,500,000	775,000	(725,000)
Jobs Created and Retained	1,271	452	700	248
Wages Paid	\$ 81,000,000	\$ 28,047,000	\$ 33,000,000	4,953,000
Investment	\$ 264,000,000	\$ 160,000,000	\$ 120,000,000	(40,000,000)

BUDGET HIGHLIGHTS

The proposed budget for the Economic Development Authority for FY24 is \$24,927,539. This is an increase of \$6,341,840, or 34.1%, over the FY23 approved budget. The Authority’s administrative operations and capital increased by \$112,191. The passthrough portion of this budget increased by \$6,229,649. This represents a \$4,750,000 increase in funding for the Richmond Center Expansion Project (RCEP), as well as a \$1,479,649 increase in the funding requirement for Richmond Region Tourism (RRT).

Since FY98, the county’s share of the RCEP, funded with Hotel/Motel Tax revenues has been included in this budget. Beginning in FY01, the entire 8.0% Hotel/Motel tax levy has been transferred to the Greater Richmond Convention Center Authority. At the end of the fiscal year, Henrico’s local 2.0% percent component is returned from the Convention Center. In FY24, Hotel/Motel Tax collections of \$18,750,000 are projected. This includes a proposed additional 2.0% tax on hotel rooms to support RRT’s anticipated approval of a new Tourism Improvement District. This is a \$4,750,000 increase from the FY23 approved budget as noted above. Henrico’s annual contribution to RRT is \$3,620,391 for FY24. This is an increase of \$1,479,649.

The request for FY24 also contains the county’s \$385,000 contributions to the Greater Richmond Partnership. This is consistent with FY23 funding. This portion of the EDA budget also contains \$50,000 for the GO Virginia initiative.

The Authority’s staff members are not included in the county’s complement since they are paid by the Economic Development Authority. The funding for salary and FICA requirements for these positions is provided by the County. The benefit costs of all positions are provided by the Authority.

Setting aside the contributions for the Greater Richmond Partnership, the RCEP, and RRT, the budget request for the administrative operations and capital of the Authority is up \$112,191, above the FY23 approved budget. The increase reflects elevated salary and benefits costs, heightened telecommunications charges, and the replacement of outdated technology.

*Economic Development*

The following historical information is noted:

What follows is a table of Richmond Region Tourism (formerly RMCVB) and Greater Richmond Partnership funding budgeted in the previous ten fiscal years.

<b>Year</b>	<b>Richmond Region Tourism</b>	<b>Greater Richmond Partnership</b>
FY23	\$2,575,742	\$385,000
FY22	\$2,652,097	\$385,000
FY21	\$2,972,022	\$270,000
FY20	\$3,057,022	\$385,000
FY19	\$2,938,514	\$385,000
FY18	\$2,856,636	\$385,000
FY17	\$2,636,200	\$385,000
FY16	\$2,393,090	\$385,000
FY15	\$2,378,050	\$370,000
FY14	\$2,053,870	\$320,000





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
ECONOMIC DEVELOPMENT**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50250 Advertising	53	0	0	0	0.0%
50270 Other Contractual Services	1,678,559	1,996,565	2,101,504	104,939	5.3%
50410 Postal Services	927	1,500	1,500	0	0.0%
50412 Telecommunications	8,020	6,948	10,000	3,052	43.9%
50441 Payment To Other Civic/Community Organizations	18,101,071	16,575,742	22,805,391	6,229,649	37.6%
50459 Other Charges Miscellaneous	64	0	0	0	0.0%
50500 Office Supplies	14	0	0	0	0.0%
50507 Gasoline	1,399	4,144	4,144	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	150	800	5,000	4,200	525.0%
<b>Total Department</b>	<b>19,790,257</b>	<b>18,585,699</b>	<b>24,927,539</b>	<b>6,341,840</b>	<b>34.1%</b>

# PLANNING

## DESCRIPTION

The Department of Planning provides staff support to the Planning Commission, the Board of Zoning Appeals, and the Board of Supervisors relating to land development activities in the county. The department is organized into five divisions: Comprehensive Planning, Development Review and Design, Zoning Administration, Planning Systems, and Administrative.

Comprehensive Planning prepares long-range plans, evaluates rezoning requests, handles planning data management, demographic, and land-use information. Development Review and Design is responsible for the administration of the Plan of Development (POD) and Subdivision applications and detailed review of architectural plans, landscape, lighting and fence plans, transfers of approval, and building permit applications. Zoning Administration enforces subdivision and zoning ordinances of the Henrico County Code. The Planning Systems Division provides information technology and GIS support to the entire department. Administrative Support provides budget, personnel, and clerical support for the operation of the office.

## OBJECTIVES

- To improve the efficiency of staff in the implementation of the existing zoning ordinance as it pertains to the public, Board of Supervisors, Planning Commission, Board of Zoning Appeals, and other agencies and to encourage public use of planning information through the automation of the office.
- To review and recommend reasonable changes to the comprehensive plan and its implementation tools, the zoning ordinance, and subdivision regulations to better provide for changing development trends and to promote good urban design.
- To accurately, and in a timely manner, prepare all correspondence and minutes associated with Planning Commission, Board of Zoning Appeals, Board of Supervisors, and Department of Planning activities; to facilitate the issuance of building permits, occupancy permits, and business licenses.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 3,634,506	\$ 4,625,725	\$ 4,843,783	4.7%
Operation	564,023	505,664	505,664	0.0%
Capital	1,449	8,000	8,000	0.0%
<b>Total</b>	<b>4,199,978</b>	<b>5,139,389</b>	<b>5,357,447</b>	<b>4.2%</b>
Personnel Complement	44	44	44	0

## Planning

### PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Reviews Completed by Dev. Review & Design	347	350	325	(25)
Zoning Petitions & Provisional Use Permits	85	70	70	0
Variance and Use Permits Processed	67	85	85	0
Maps Prepared	1,142	1,050	1,050	0

### OBJECTIVES (CONTINUED)

- To improve on the preparation of maps, charts, and other documents necessary for the proper presentation and understanding of various planning requirements.
- To prepare “careful and comprehensive survey studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants” as indicated in the Code of Virginia.
- To coordinate and improve public and private planning efforts through the development of data, maps, technology support, and studies to ensure consistency for planning and programming.
- To develop specific management controls and incentives for the protection and preservation of historical sites, buildings and structures from encroaching development and objectionable land uses.
- To improve past efforts and enhance existing programs that minimizes impact on environmentally sensitive areas and to improve water quality standards through development as mandated by the Chesapeake Bay Act.

### BUDGET HIGHLIGHTS

The Department of Planning’s budget for FY24 is \$5,357,447, an increase of \$218,058, or 4.2% over FY23. This increase is reflected in the personnel component and is the result payroll and benefit changes offset by moving one position to Information Technology. The operating and capital components of the budget will remain flat from the prior year approved budget, at \$505,664 and \$8,000, respectively.

There are two components to the budget: Administration, which includes five divisions, and the Boards and Commissions, which includes the Planning Commission and the Board of Zoning Appeals. The Boards and Commissions budget totals \$169,527 for FY24, unchanged from FY23. The Administration budget totals \$5,187,920. These budgets combine for the \$5,357,447 total budget.

### DEPARTMENTAL HIGHLIGHTS

The department’s mission “to provide the professional planning leadership to accomplish excellent management of the valued resources which create our coveted quality of life”, involves a wide spectrum of goals, functions, and accountability. The Department’s core services include reviewing and making recommendations for development applications such as rezoning, planning of developments and subdivisions, conditional use permits, and variances.

## *Planning*

Functions go beyond reviewing development to ensure compliance with zoning and subdivision ordinances, and require several areas of expertise to understand the needs of a growing population and how this impacts the county's wide range of services and infrastructure. The Department of Planning provides a range of expertise including but not limited to drafting white papers, land use legislation and policy, and assists in long range plans for schools and other public facilities. The department also produces maps and provides geographic, statistical, and demographic data for certain GIS layers used by nearly every county department, and frequently provides internal consulting.

The Department presented at the 2022 Board Retreat, covering several topics including status and summaries of the 2045 Comprehensive Plan Update. Staff also provided design assistance for General Services, Public Works, Community Revitalization, and informal plans discussed with Board members and Planning Commissioners. Planning staff also support a variety of regional and local groups including the PlanRVA, Transportation Planning Organization, Urban Land Institute, Virginia Department of Rail and Public Transportation, special committees for the General Assembly, VCU, Sports Backers, and The Capital Region Collaborative, as well as community meetings as requested.

Planning has enjoyed participating in the intern program with support for the Comprehensive Planning division. Interns are assigned to projects designed to enhance office efficiency and productivity and given the opportunity to participate in department meetings as well as Planning Commission and Board of Zoning Appeals public hearings.



## Department Operating Budget Henrico County, Virginia FY2023-24 PLANNING

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	2,540,392	3,272,099	3,438,526	166,427	5.1%
50101 Full-Time Salaries and Wages - Overtime	1,830	2,000	2,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	18,565	4,040	4,040	0	0.0%
50106 Board and Commissions	153,000	153,000	153,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,565	5,040	5,290	250	5.0%
50109 Vacancy Savings	0	-117,627	-120,854	-3,227	-2.7%
50110 FICA	202,402	260,046	271,836	11,790	4.5%
50111 Retirement VRS	366,037	540,878	568,895	28,017	5.2%
50112 Hospital/Medical Plans	316,965	460,440	472,868	12,428	2.7%
50113 Group Insurance - Life (VRS)	33,750	45,809	48,182	2,373	5.2%
50201 Legal Services	5,633	10,000	10,000	0	0.0%
50211 Maintenance Service Contracts	748	3,759	3,759	0	0.0%
50220 Lease/Rent Of Equipment	6,107	18,000	18,000	0	0.0%
50230 Temporary Help Service Fees	6,975	29,200	29,200	0	0.0%
50240 Printing and Binding	94	7,100	7,100	0	0.0%
50250 Advertising	46,662	36,620	36,620	0	0.0%
50270 Other Contractual Services	368,273	257,104	257,104	0	0.0%
50310 Automotive/Motor Pool	22,449	22,624	22,624	0	0.0%
50410 Postal Services	14,037	14,750	14,750	0	0.0%
50412 Telecommunications	17,695	18,972	18,972	0	0.0%
50430 Mileage	268	1,500	1,500	0	0.0%
50431 Education and Training	5,404	11,214	11,214	0	0.0%
50450 Dues And Association Memberships	8,053	12,500	12,500	0	0.0%
50455 Tuition	0	7,000	7,000	0	0.0%
50500 Office Supplies	18,435	24,550	24,550	0	0.0%
50501 Food Supplies and Food Service Supplies	1,748	3,547	3,547	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	1,221	2,500	2,500	0	0.0%
50514 Other Operating Supplies	16,112	9,159	9,159	0	0.0%
50521 Computer Software	24,109	15,565	15,565	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,449	3,000	3,000	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	5,000	5,000	0	0.0%
<b>Total Department</b>	<b>4,199,978</b>	<b>5,139,389</b>	<b>5,357,447</b>	<b>218,058</b>	<b>4.2%</b>



## Operating Line Item Budget By Cost Center Henrico County, Virginia FY2023-24 PLANNING

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>34001 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	2,540,392	3,272,099	3,438,526	166,427	5.1%
50101 Full-Time Salaries and Wages - Overtime	1,830	2,000	2,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	18,565	4,040	4,040	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,565	5,040	5,290	250	5.0%
50109 Vacancy Savings	0	-117,627	-120,854	-3,227	-2.7%
50110 FICA	190,697	248,341	260,131	11,790	4.7%
50111 Retirement VRS	366,037	540,878	568,895	28,017	5.2%
50112 Hospital/Medical Plans	316,965	460,440	472,868	12,428	2.7%
50113 Group Insurance - Life (VRS)	33,750	45,809	48,182	2,373	5.2%
50201 Legal Services	5,633	10,000	10,000	0	0.0%
50211 Maintenance Service Contracts	748	3,759	3,759	0	0.0%
50220 Lease/Rent Of Equipment	6,107	18,000	18,000	0	0.0%
50230 Temporary Help Service Fees	6,975	29,200	29,200	0	0.0%
50240 Printing and Binding	94	7,100	7,100	0	0.0%
50250 Advertising	46,662	36,620	36,620	0	0.0%
50270 Other Contractual Services	368,273	257,104	257,104	0	0.0%
50310 Automotive/Motor Pool	22,449	22,624	22,624	0	0.0%
50410 Postal Services	14,037	14,750	14,750	0	0.0%
50412 Telecommunications	15,694	16,472	16,472	0	0.0%
50430 Mileage	268	1,500	1,500	0	0.0%
50431 Education and Training	5,404	11,214	11,214	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50450 Dues And Association Memberships	8,053	12,000	12,000	0	0.0%
50455 Tuition	0	7,000	7,000	0	0.0%
50500 Office Supplies	18,379	24,275	24,275	0	0.0%
50501 Food Supplies and Food Service Supplies	139	2,000	2,000	0	0.0%
50512 Books and Subscriptions	1,221	2,500	2,500	0	0.0%
50514 Other Operating Supplies	16,112	9,159	9,159	0	0.0%
50521 Computer Software	24,109	15,565	15,565	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	1,449	3,000	3,000	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	5,000	5,000	0	0.0%
<b>Total Cost Center</b>	<b>4,031,607</b>	<b>4,969,862</b>	<b>5,187,920</b>	<b>218,058</b>	<b>4.4%</b>
<b>34003 Board and Commissions</b>					
50106 Board and Commissions	153,000	153,000	153,000	0	0.0%
50110 FICA	11,705	11,705	11,705	0	0.0%
50412 Telecommunications	2,001	2,500	2,500	0	0.0%
50450 Dues And Association Memberships	0	500	500	0	0.0%
50500 Office Supplies	56	275	275	0	0.0%
50501 Food Supplies and Food Service Supplies	1,609	1,547	1,547	0	0.0%
<b>Total Cost Center</b>	<b>168,371</b>	<b>169,527</b>	<b>169,527</b>	<b>0</b>	<b>0.0%</b>



# COMMUNITY REVITALIZATION

## DESCRIPTION

The Department of Community Revitalization coordinates the County’s housing initiatives, revitalization efforts and community development programs. The department plays an integral role in the enhancement of existing residential, commercial, and industrial areas in the County. The Department is divided into two major divisions (Community Development and Community Maintenance) and is responsible for administering the following programs: Community Maintenance program; CDBG, HOME and ESG programs; Virginia Enterprise Zone program; Commercial Revitalization Assistance; Henrico Investment Program (HIP); Neighborhood Revitalization Assistance; Volunteer Assistance Program; and property maintenance and zoning enforcement in developed communities.

## OBJECTIVES

- To administer and aggressively market the County’s Enterprise Zone and HIP programs to potential new and existing businesses and/or property owners.
- To administer the CDBG, HOME and ESG programs to assist in meeting the County’s community development objectives, develop community partnerships, and implement programs necessary to meet rapidly changing needs of the County and respond to changing federal funding.
- To administer the Community Maintenance program of environmental and zoning code enforcement.
- To identify needs within the County’s older communities and offer staff and volunteer services to improve properties and structures as a part of the Volunteer Assistance Program.
- To prepare plans and design programs for older commercial corridors and in the County in order to identify opportunities to facilitate investment and improvement and to develop realistic plans of action for addressing concerns.
- To coordinate the review of tax credit applications and low-interest bond financing requests in order to encourage rehabilitation and new investment in the County’s aging multi-family developments.
- To develop neighborhood enhancement strategies for mature residential and commercial areas of the County in order to ensure that such areas remain attractive for existing and potential residents and retain viable businesses.
- To perform special projects requested by the Board of Supervisors, County Manager, or other departments.

## FISCAL YEAR 2024 SUMMARY

Description	Annual Fiscal Plan			
	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 1,490,233	\$ 1,716,179	\$ 1,829,518	6.6%
Operation	322,883	362,379	362,379	0.0%
Capital	4,782	8,103	8,103	0.0%
<b>Total</b>	<b>\$ 1,817,898</b>	<b>\$ 2,086,661</b>	<b>\$ 2,200,000</b>	<b>5.4%</b>
Personnel Complement <sup>(1)</sup>	21	20	21 <sup>(2)</sup>	1

<sup>(1)</sup> Does not include five Complement III positions funded through grant programs

<sup>(2)</sup> Moved Revitalization Specialist II, a grant funded Complement III position, into the General Fund

Community Revitalization

PERFORMANCE MEASURES

	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Community Maintenance Cases	8,638	10,287	10,801	514
Inspections Made	27,199	27,989	29,388	1,399
Technical Assistance/Outreach to Businesses	998	600	700	100
Enterprise Zone Design Asst. Provided	4	6	6	0
<b>Efficiency Measures</b>				
Volunteers Participating	134	160	200	40
Volunteer Hours Worked	504	550	600	50
CCP Hours Worked	2,200	1,680	1,800	120
<b>Effectiveness Measures</b>				
Notices of Violation Issued	2,044	2,200	2,300	100
Enterprise Zone Grants Completed	18	18	19	1
Value of Enterprise Zone Grant Assisted Projects	\$ 452,230	\$ 450,000	\$ 800,000	\$ 350,000
Value of All Enterprise Zone Projects	\$ 83,554,036	\$ 70,000,000	\$ 80,000,000	\$ 10,000,000
Value of Grants Awarded	\$ 59,571	\$ 75,000	\$ 90,000	\$ 15,000
Henrico Investment Program Grants Completed	4	6	8	2

BUDGET HIGHLIGHTS

The Department’s budget for FY24 is \$2,200,000. This represents an overall increase of \$113,339 or 5.4%, from the FY23 approved budget. This increase was driven solely by the personnel component and reflects heightened salary estimates as well as the associated benefit adjustments. Additionally, a Revitalization Specialist II position was moved from Complement III to Complement I, enabling the position to work on HIP projects and other commercial and business assistance projects. The operating and capital components remain flat from the previous fiscal year.

DEPARTMENTAL HIGHLIGHTS

The Community Revitalization Department’s mission statement is: *“To coordinate the county’s revitalization programs and services intended to promote healthy, vibrant, and attractive residential, commercial, and industrial communities.”*

Community Revitalization collaborates with the Department of Building Inspections in a multi-faceted effort to proactively enforce compliance with applicable codes directed at creating and maintaining clean and safe communities. The Department is dedicated to preserving and revitalizing the County’s mature neighborhoods, business corridors and industrial areas through its programs and activities. Staff coordinates with neighborhood, businesses, and community organizations to raise citizen awareness regarding community maintenance requirements, housing assistance, Enterprise Zone and HIP programs administered by the Department. Meetings with these organizations also allow for the collection of valuable feedback on Department programs and an opportunity to solicit volunteers for assistance projects.

### *Community Revitalization*

The Community Development Division administers the programs funded by the U.S. Department of Housing and Urban Development (HUD), which includes the Community Development Block Grant (CDBG), Home Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) programs within Henrico County. Beginning with the latter part of FY2020, special allocations of CARES Act funds from HUD are also administered by the Community Development Division. The ESG funds are used for homeless prevention, rapid rehousing, and support for the operation of homeless shelters. All three of these grant programs, which are awarded by the Federal government each year, are based on the Federal fiscal year that runs from October 1<sup>st</sup> through September 30<sup>th</sup>. There are six positions within the Department that are grant-funded and are not included in the County's personnel complement. This funding is appropriated once the grant awards are announced by HUD and the projects and programs to be supported by the award have been identified and approved by the Board of Supervisors. The projects and programs begin after grant contracts are signed by HUD and the County. Grant funding that is not expended by the end of the federal program year is re-appropriated in the following year to complete the use of this funding.

A few of the Community Development Division's major accomplishments within the CDBG, HOME, and ESG grant programs include the continuation of the Housing Rehabilitation program and Critical Home Repair programs, the CONNECT Program for at-risk youth, the down payment assistance program providing homeownership opportunities to first-time homebuyers, and funding of the Commercial Assistance and Enterprise Zone Programs.

CDBG funds from the 2021-22 program year were also used to enable the purchase of a building for Safe Harbor to use as a Human Trafficking Shelter and provide legal assistance to low-income renters to help avoid eviction. The ESG program provided homelessness prevention and assistance to homeless persons with shelter and case management, and rapid re-housing for homeless families. Programs funded with CDBG and ESG CARES Act funds helped to provide a variety of services to Henrico residents impacted by the COVID-19 pandemic. Such services include housing, food, and legal assistance for homeless persons as well as support for small businesses. The Community Development Division also administers the Enterprise Zone Program, Commercial Assistance Program, and Henrico Investment Zone Program to facilitate improvements to commercial buildings and business corridors. Enterprise Zone businesses in Henrico received just under \$1.3 million in State grants for work completed or jobs created in 2021.

The Community Maintenance Division conducts field inspections, coordinates community clean-ups, and aids activities for neighborhoods throughout the County. The Division is involved in volunteer assistance programs, which matches civic, church, business, and neighborhood groups with low-income senior citizens whose homes need minor yard work maintenance and painting. The community clean-up and all volunteer assistance programs have resumed in a reduced capacity due to the need to have participants work socially distant.

Community Corrections Program (CCP) participants that perform community service on weekends also contribute additional hours to the community maintenance programs; however, this additional service has been limited to work at the Woodland Cemetery. Staff expects the program will take on additional projects when COVID-19 is no longer a major health issue for our country.

During FY22, Community Revitalization staff participated in the hotel/motel task force charged with addressing the challenges faced by the County as it relates to hotels that have made a business decision to allow their properties to become de facto rental housing as well as pseudo crisis stabilization facilities. The Department engaged

### *Community Revitalization*

Commonwealth Catholic Charities to help long-term hotel guests find permanent housing. Commonwealth Catholic Charities started their work in September of 2022.

The Department of Community Revitalization also plays a major role in coordinating the County’s various housing initiatives. The Department has worked with other agencies to establish a Memorandum of Understanding (MOU) with apartment owners interested in recapitalizing their apartment communities. To date, the County has entered 5 MOUs with the owners of Hope Village, Henrico Arms, St. Luke, Newbridge Village, and Place One.

Community Revitalization continues to work with the Maggie Walker Community Land Trust (MWCLT) to develop and sell homes at an affordable price point and those homes remain perpetually affordable to lower and moderate-income households under the community land trust model. To date, MWCLT has constructed or renovated and sold nine homes and have approximately 23 in their pipeline.

The Department has also supported the designation of revitalization areas for new development projects seeking tax-exempt and taxable bond financing from Virginia Housing. Such projects increase the availability of affordable housing because Virginia Housing’s financing requires applicants to lease a percentage of the units to persons earning less than 80% of the County’s median income. The Board has approved such determinations for Regency, Virginia Center Commons, Laurel Park, and Henrico Plaza.

In addition, the Department provided \$500,000 – \$100,000 in general fund dollars and \$400,000 in federal funding – to Virginia Supportive Housing to support their plan to convert a vacant assisted living facility into 86 units of affordable housing and onsite support services for formerly homeless and low-income residents.

Lastly, the Department of Community Revitalization partnered with Virginia Department of Housing and Community Development (DHCD) to provide \$68.6 million in rent relief funds to over 11,200 households in the County during the COVID-19 pandemic.

The Community Maintenance Division of the Department of Community Revitalization will continue to work closely with Building Inspection’s Existing Structures Division as they provide certain community maintenance services related to violations of the building code in existing structures and ordinances on graffiti. Historical budget expenses in both areas are depicted below:

Year	Building Inspections	Community Revitalization	Total
FY15	148,065	1,403,493	1,551,558
FY16	210,521	1,520,717	1,731,238
FY17	264,474	1,584,001	1,848,475
FY18	236,784	1,684,625	1,921,409
FY19	274,056	1,816,119	2,090,175
FY20	267,358	1,639,828	1,907,186
FY21	402,501	1,568,609	1,971,110
FY22	277,985	1,817,900	2,095,885
FY23*	520,526	2,086,661	2,607,187
FY24*	542,804	2,135,705	2,678,509

\*FY23 Approved and FY24 Proposed

### *Community Revitalization*

One of the many expectations placed upon Henrico County is the ability to look forward. As such, during the December 2022 Board of Supervisor's Retreat, Community Revitalization staff, along with employees from various agencies, presented a conceptual program called the Henrico Home Purchase Assistance Program. The program could help permanent full-time employees, who have been employed for more than 12 months and have a satisfactory or better performance appraisal, purchase their first home in Henrico. Employees would have to remain in the home as their primary residence and stay employed with Henrico for a minimum of five years. Staff feels that the program could serve as a potential recruitment and retention tool for qualified and performing employees.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
COMMUNITY REVITALIZATION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,071,041	1,225,747	1,309,120	83,373	6.8%
50101 Full-Time Salaries and Wages - Overtime	6,776	11,000	11,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	5,389	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,347	3,475	3,342	-133	-3.8%
50109 Vacancy Savings	0	-44,070	-46,031	-1,961	-4.4%
50110 FICA	79,479	94,611	101,119	6,508	6.9%
50111 Retirement VRS	155,304	202,616	216,677	14,061	6.9%
50112 Hospital/Medical Plans	155,519	204,640	214,940	10,300	5.0%
50113 Group Insurance - Life (VRS)	14,378	17,160	18,351	1,191	6.9%
50209 Other Professional Services	18,248	17,000	17,000	0	0.0%
50211 Maintenance Service Contracts	4,166	5,100	5,100	0	0.0%
50221 Lease/Rent Of Buildings	136,333	140,000	140,000	0	0.0%
50240 Printing and Binding	6,290	9,661	9,661	0	0.0%
50250 Advertising	0	500	500	0	0.0%
50270 Other Contractual Services	5,064	5,620	5,620	0	0.0%
50286 Weed and Pest Control	46,864	50,207	50,207	0	0.0%
50310 Automotive/Motor Pool	64,047	66,090	66,090	0	0.0%
50404 Refuse Service	0	1,705	1,705	0	0.0%
50410 Postal Services	8,898	13,508	13,508	0	0.0%
50412 Telecommunications	16,747	20,008	20,008	0	0.0%
50430 Mileage	0	300	300	0	0.0%
50431 Education and Training	2,681	4,000	4,000	0	0.0%
50450 Dues And Association Memberships	700	2,025	2,025	0	0.0%
50455 Tuition	0	1,200	1,200	0	0.0%
50459 Other Charges Miscellaneous	375	1,745	1,745	0	0.0%
50500 Office Supplies	2,656	9,700	9,700	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	0	355	355	0	0.0%
50506 Repair and Maintenance Supplies	604	5,200	5,200	0	0.0%
50507 Gasoline	48	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	3,008	2,500	2,500	0	0.0%
50512 Books and Subscriptions	431	200	200	0	0.0%
50514 Other Operating Supplies	1,602	3,530	3,530	0	0.0%
50517 Small Tools	0	1,500	1,500	0	0.0%
50521 Computer Software	262	625	625	0	0.0%
50631 Services To Disabled Individual	3,859	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	831	4,200	4,200	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,604	2,080	2,080	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	2,014	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	574	574	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	333	1,249	1,249	0	0.0%
50911 Interdepartmental Billings	0	1,000	1,000	0	0.0%
<b>Total Department</b>	<b>1,817,898</b>	<b>2,086,661</b>	<b>2,200,000</b>	<b>113,339</b>	<b>5.4%</b>

# AGRICULTURE AND HOME EXTENSION

## DESCRIPTION

The Henrico Extension Office is the local arm of the national Cooperative Extension system that began with the passage of the Smith-Lever Act in 1914. The Cooperative Extension is a partnership between the USDA, the 106 land-grant colleges and universities across the nation, and state and local governments. In Virginia, Cooperative Extension is administered through Virginia Tech and Virginia State University.

The Cooperative Extension system employs tens of thousands of community-based educators and campus-based faculty and staff nationwide. It has a remarkably broad scope of work centered on program areas that include the following: agriculture and natural resources; 4-H youth development; family and consumer sciences; leadership development; and community and economic development. Cooperative Extension provides research-based information through an informal educational process that is designed to address specific issues and needs relevant to the communities each local office serves.

## OBJECTIVES

- To assess local issues and needs through a periodic situational analysis process conducted in cooperation with the Henrico Extension Leadership Council.
- To provide timely, research-based recommendations to citizens in response to their inquiries.
- To develop the subject matter expertise and leadership skills of a dedicated cadre of volunteers who, in turn, multiply the educational reach of the professional staff far beyond their capacity alone.
- To design educational programs by employing a variety of delivery methods that provide citizens with needed information to make life-enhancing decisions.
- To make appropriate use of technology to provide more efficient, cost-effective means of communication and service to citizens.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<u>Description</u>	<u>FY22 Actual</u>	<u>FY23 Original</u>	<u>FY24 Proposed</u>	<u>Change 23 to 24</u>
Personnel	\$ 143,404	\$ 149,611	\$ 159,288	6.5%
Operation	263,958	271,176	284,076	4.8%
Capital	0	0	0	0.0%
Total	<u>\$ 407,362</u>	<u>\$ 420,787</u>	<u>\$ 443,364</u>	<u>5.4%</u>
Personnel Complement*	2	2	2	0

\*Does not include Extension Agents who are paid directly by Virginia Tech.



PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Citizens Assisted	90,200	139,918	112,000	(27,918)
Programs Presented	360	404	410	6
4-H Youth Enrolled	2,500	6,533	6,500	(33)
Samples Analyzed and Identified	925	855	1,025	170
<b>Efficiency Measures</b>				
Volunteer Hours Supporting Programs	13,600	13,705	15,100	1,395

BUDGET HIGHLIGHTS

The Agriculture and Home Extension budget of \$443,364 for FY24 increased by \$22,577, or 5.4%, from the FY23 approved budget. This increase includes a \$9,677 increase to the personnel component for rising salary, healthcare, and employee benefit costs, plus a \$12,900 increase to the department’s operating budget, which reflects a State raise of 5% and covers rising costs for professional services budgeted under the office’s operating component.

DEPARTMENT HIGHLIGHTS

The Extension Office is known as a cooperative program because of its partnership between local, state and federal government. During FY23, Extension returned toward more traditional programming, which included an increase in face-to-face programs. Through the use of technology and dedicated volunteers, citizens were still able to participate in a variety of program opportunities. Extension continues to increase its use of social media to reach citizens. While Facebook was used most often, Instagram and YouTube are also outlets to share our educational resources.

The 4-H Youth Development program saw an almost 300% increase in 4-H youth participation. This is due in large part to an increase in school programming. Through a partnership with Title-I programs and Agriculture in the Classroom, a statewide educational program, in-school programming increased to include embryology and agriculture literacy offerings. New Special Interest Clubs include cake decorating and youth led art initiatives. 4-H camping programs continued with summer day camps and overnight camp at the Jamestown 4-H Center.

Family and Consumer Sciences programming continued to focus on overall wellness. In partnership with Henrico County Public Schools and the Henrico Education Foundation, Teen Cuisine, a youth nutrition program, was offered at Fairfield Elementary after school. In addition, a nutrition series was held at St. Luke’s apartments. Both programs taught how to make healthy food choices and include hands on food preparation. Through the same partnership, the Strengthening Families 10-14 Program, a comprehensive family skill building series, was offered as a pilot to three families.

Agriculture and Natural Resources offered virtual programs through the virtual classroom on the Extension Office’s website. Henrico’s traditional Master Gardener training returned in 2022, training 14 new Master Gardener volunteers. With the help of Master Gardener volunteers, the Agriculture and Natural Resources program reached

*Agriculture and Home Extension*

over 70,000 citizens. This includes assisting homeowners meet their lawn-care needs through the SMART Lawns and Smart Scapes programs. In addition, the successful Bug Bizarre continued with over 500 in-person attendees.

The Agriculture and Home Extension proposed budget for FY24 continues to reflect only Henrico County's contribution to the Department's annual expenses. The personnel complement includes two support staff positions. A total of four Extension Agent positions, whose funding is located in the operating portion of the Department's budget, are paid directly by Virginia Tech. Henrico County reimburses Virginia Tech for 100% of the salary and benefit costs of two Extension Agent positions, and 50% of the salary and benefit costs of the other two Extension Agent positions.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
AGRICULTURE & HOME EXTENSION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	86,932	91,674	98,471	6,797	7.4%
50104 Temporary Salaries and Wages - Regular	14,352	16,235	16,235	0	0.0%
50109 Vacancy Savings	0	-3,454	-3,426	28	0.8%
50110 FICA	7,565	8,255	8,800	545	6.6%
50111 Retirement VRS	12,610	15,154	16,331	1,177	7.8%
50112 Hospital/Medical Plans	20,780	20,464	21,494	1,030	5.0%
50113 Group Insurance - Life (VRS)	1,165	1,283	1,383	100	7.8%
50209 Other Professional Services	250,954	257,993	270,221	12,228	4.7%
50220 Lease/Rent Of Equipment	2,328	2,328	3,000	672	28.9%
50240 Printing and Binding	2,614	500	500	0	0.0%
50310 Automotive/Motor Pool	28	200	200	0	0.0%
50410 Postal Services	20	0	0	0	0.0%
50412 Telecommunications	3,320	3,500	3,500	0	0.0%
50430 Mileage	0	150	150	0	0.0%
50431 Education and Training	730	1,800	1,800	0	0.0%
50450 Dues And Association Memberships	345	600	600	0	0.0%
50500 Office Supplies	3,000	3,000	3,000	0	0.0%
50501 Food Supplies and Food Service Supplies	23	150	150	0	0.0%
50502 Agricultural Supplies	0	300	300	0	0.0%
50512 Books and Subscriptions	0	50	50	0	0.0%
50513 Educational and Recreational Supplies	596	605	605	0	0.0%
<b>Total Department</b>	<b>407,362</b>	<b>420,787</b>	<b>443,364</b>	<b>22,577</b>	<b>5.4%</b>

# PERMIT CENTERS

## DESCRIPTION

The Department of Community Development, better known as the Permit Centers, is a convenient “one-stop shop” for residents seeking community development services including permits and applications. The Department has two locations referred to as the Permit Center-East and the Permit Center-West. The Permit Center-East has been in service since 1989. Due to the success of the eastern location, services were expanded to a western location that opened in April 2001. The Permit Centers are staffed by representatives from Building Inspections, Planning, Public Utilities, and Public Works.

## OBJECTIVES

- To consistently provide quality services to all citizens and customers in a professional, accurate, and efficient manner.
- To assist the public, including private citizens, builders, developers, and engineers, with their permitting and licensing needs.
- To provide information to the public concerning the requirements and regulations related to zoning and subdivisions of property, building construction, and other aspects of the development process.
- To assist the public with questions concerning the agendas and processes of the Planning Commission and Board of Zoning Appeals.
- To provide a streamlined development review process at a convenient location.
- To accurately track, monitor, and administer the costs of providing these services in order to provide them in a cost-efficient manner.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 1,058,343	\$ 1,336,741	\$ 1,315,014	(1.6%)
Operation	15,352	25,931	25,931	0.0%
Capital	460	9,372	9,372	0.0%
Sub-Total	<u>\$ 1,074,155</u>	<u>\$ 1,372,044</u>	<u>\$ 1,350,317</u>	(1.6%)
Interdepartmental Billings*	(231,158)	(282,826)	(282,826)	0.0%
Total Budget	<u>\$ 842,997</u>	<u>\$ 1,089,218</u>	<u>\$ 1,067,491</u>	(2.0%)
Personnel Complement	16	15 **	15	0

\*Reflects the reimbursement for positions assigned to the Permit Center, which are reflected in the Permit Centers' personnel complement.

\*\*In FY23 a vacant position was transferred to Police to increase the number of School Resource Officers.

Permit Centers

PERFORMANCE MEASURES

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Total Number of Inquiries	10,178	10,453	10,662	209
Permit Applications Received	7,432	7,715	7,869	154
Permits Issued	4,849	4,752	4,847	95
Reviews Performed	6,925	9,275	9,460	185
Business Licenses Reviewed	2,691	2,353	2,400	47

BUDGET HIGHLIGHTS

The primary objective of the Permit Centers is to provide accurate, efficient, and professional services to all customers (both internal and external) who come to the Centers needing assistance. The FY24 budget is \$1,067,491. The salaries of four staff positions are paid by other Departments. \$282,826 has been budgeted for the reimbursement of these salary costs.

During the second half of 2021 the Department began using the new POSSE permit submission, review, and tracking software in conjunction with other development agencies. The new system requires all building and trade permit applications be submitted electronically and has been very well received. As a result of the new application procedures the amount of walk-in traffic and telephone/email inquiries to the two Centers has declined, but only because applicants may now apply from their office or home. This saves the applicant time, money, and resources. The increased volume of work is reflected in the "Permits Issued," which is projected to rise approximately 34% for the current fiscal year.

The Department continues to work closely with its "sister" agencies. Technicians regularly consult with their counterparts in these other agencies to make sure the customer is receiving assistance consistent with established policies, regulations, and interpretations.

During the coming fiscal year, the Department will continue to use County resources in an efficient, professional manner.



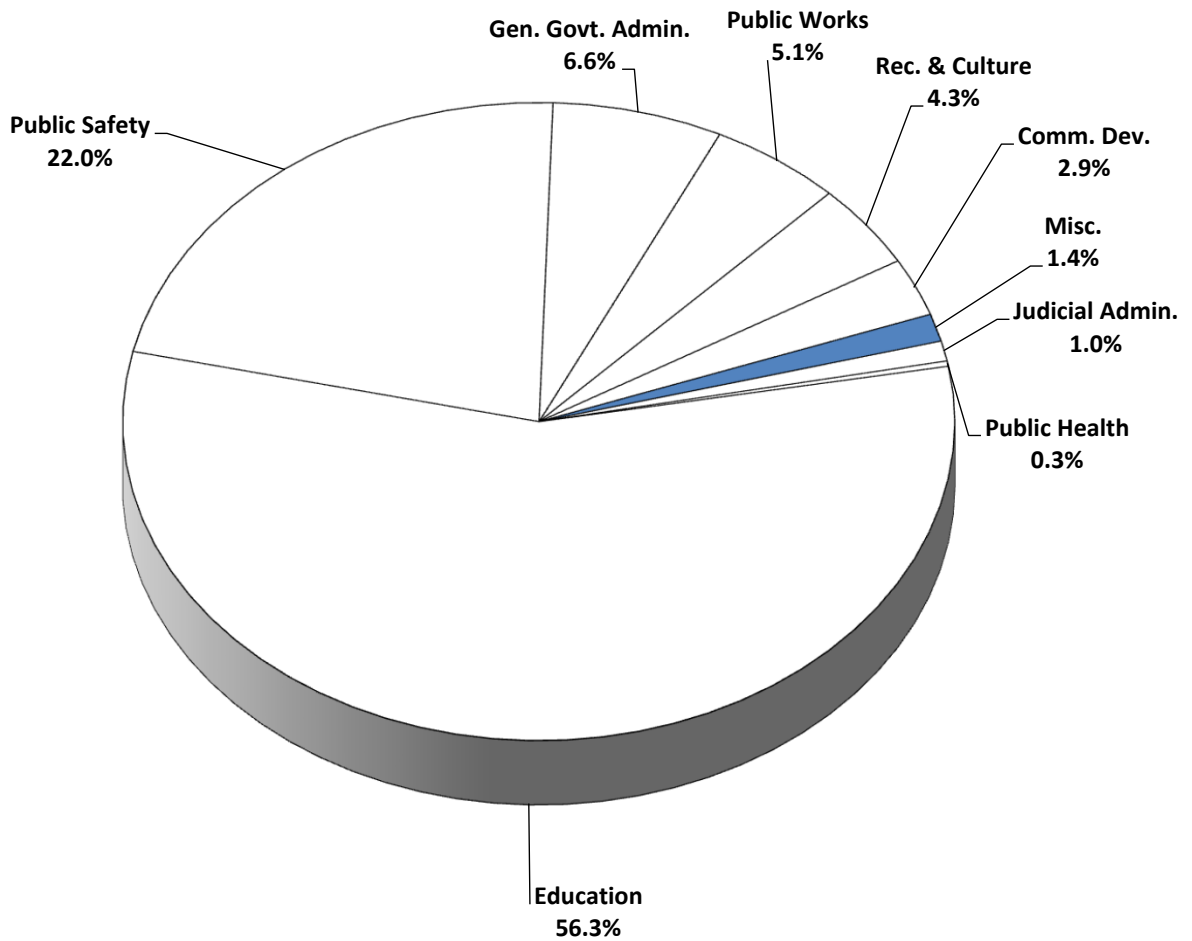
**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PERMIT CENTER**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	756,164	958,258	960,216	1,958	0.2%
50101 Full-Time Salaries and Wages - Overtime	595	2,000	2,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	768	1,943	1,507	-436	-22.4%
50109 Vacancy Savings	0	-34,448	-33,345	1,103	3.2%
50110 FICA	55,860	73,460	73,632	172	0.2%
50111 Retirement VRS	109,364	158,400	144,077	-14,323	-9.0%
50112 Hospital/Medical Plans	125,484	163,712	153,480	-10,232	-6.3%
50113 Group Insurance - Life (VRS)	10,108	13,416	13,447	31	0.2%
50211 Maintenance Service Contracts	980	1,000	1,000	0	0.0%
50240 Printing and Binding	-26	0	0	0	0.0%
50410 Postal Services	30	1,072	1,072	0	0.0%
50412 Telecommunications	4,612	5,000	5,000	0	0.0%
50431 Education and Training	0	2,000	2,000	0	0.0%
50450 Dues And Association Memberships	602	300	300	0	0.0%
50455 Tuition	2,041	5,000	5,000	0	0.0%
50500 Office Supplies	5,955	9,018	9,018	0	0.0%
50506 Repair and Maintenance Supplies	950	300	300	0	0.0%
50514 Other Operating Supplies	0	1,500	1,500	0	0.0%
50521 Computer Software	208	741	741	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	460	3,422	3,422	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	3,650	3,650	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	0	300	300	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	0	2,000	2,000	0	0.0%
50911 Interdepartmental Billings	-231,158	-282,826	-282,826	0	0.0%
<b>Total Department</b>	<b>842,997</b>	<b>1,089,218</b>	<b>1,067,491</b>	<b>-21,727</b>	<b>-2.0%</b>



# COUNTY OF HENRICO, VIRGINIA

Miscellaneous  
\$16,127,079



Total General Fund  
\$1,157,058,430



**COUNTY OF HENRICO, VIRGINIA  
GENERAL FUND - MISCELLANEOUS**

<b>Department</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Miscellaneous</b>			
Non-Departmental			
Tax Relief Program	\$20,884,841	\$11,000,000	\$11,500,000
Payments to Outside Agencies	2,222,780	2,562,524	2,796,881
Reserve - Miscellaneous	0	1,556,202	1,708,534
Other	35,740	45,214	45,214
Henricopolis	0	58,231	62,450
Sandston Recreation Center	13,772	14,000	14,000
<b>Total Miscellaneous</b>	<b>\$23,157,133</b>	<b>\$15,236,171</b>	<b>\$16,127,079</b>

# NON-DEPARTMENTAL

## County Supported Activities

### DESCRIPTION

Certain General Fund functions that cannot logically be categorized with any of the established departments are included within this Non-Departmental category. These functions are largely comprised of funding for community organizations and the County’s Real Estate Advantage (Tax Relief) Program.

### OBJECTIVES

- To cover the funding requirements of a number of approved regionally or jointly supported outside agencies.
- To provide funding for the County’s Real Estate Advantage Program (REAP), which provides tax relief for elderly and handicapped citizens.
- To provide funding to a number of approved not-for-profit agencies that provide needed and useful services to residents of Henrico County
- To provide funding for payments to County Board members who serve on certain boards and commissions

### BUDGET HIGHLIGHTS

The amount of funding requested from organizations in the private sector for contributions from the County continues to exceed available funding. The FY24 budget has attempted to strike a balance between these requests and available resources.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Tax Relief Programs	\$ 20,884,841	\$ 11,000,000	\$ 11,500,000	4.5%
Board Members <sup>(1)</sup>	35,740	45,214	45,214	0.0%
Donations to Agencies	977,334	1,522,489	1,538,989	1.1%
Share of Other Agencies	1,245,446	1,040,035	1,257,892	20.9%
Reserve for Contingences	0	1,556,202	1,708,529	9.8%
Total <sup>(2)</sup>	<u>\$ 23,143,361</u>	<u>\$ 15,163,940</u>	<u>\$ 16,050,624</u>	<u>5.8%</u>
Personnel Complement	N/A	N/A	N/A	N/A

<sup>(1)</sup>Capital Regional Airport Commission, Housing Advisory Committee and Plan RVA

<sup>(2)</sup>Not including Sandston Community House.

*Non-Departmental*

**BUDGET HIGHLIGHTS (CONTINUED)**

In addition to the funding for outside agencies shown in this budget, contributions are made to other agencies in the Schools' budget, including: Partners in the Arts; Richmond Symphony; Valentine Museum; Virginia Historical Society; Maymont; and The American Civil War Center at Tredegar.

Henrico's \$385,000 contribution to the Greater Richmond Partnership and its \$3,620,391 amount of funding for Richmond Region Tourism (formerly Richmond Metropolitan Convention and Visitor's Bureau) are allocated in the County's Economic Development budget.

The cost of the County's Real Estate Tax Advantage Program (REAP) is also budgeted in the Non-Departmental area. The maximum benefit for the REAP program is proposed to increase \$200 to \$3,200 per participating home. The eligibility parameter for net worth, which excludes the value of the home and up to 10 acres of land, was raised from \$400,000 to \$500,000 in 2022. The annual income threshold for the program remains \$75,000.

In addition to the REAP tax relief program, during Calendar Year 2022, Henrico provided real estate rebates of \$0.02 per \$100 in assessed value. This was designed to reduce the impact of rapid increases in real estate assessments in many areas of the County. A second real estate rebate in the amount of \$0.02 per \$100 of assessed value is proposed for 2023, with checks anticipated to be sent to taxpayers in September 2023. Additionally, personal property tax rebates were issued to ease the burden caused by the tremendous growth in automobile values. These costs will be reflected in FY23 actual expenses.

Non-Departmental - County Supported Activities (cont'd)

	FY22 Actual	FY23 Original	FY24 Requested	FY24 Proposed
A. County Functions:				
1. Real Estate Advantage Program	\$ 10,983,299	\$ 11,000,000	\$ 11,500,000	\$ 11,500,000
2. Tax Refunds	9,901,542	0	0	0
Sub-Total	20,884,841	11,000,000	11,500,000	11,500,000
B. Board Members for:				
1. Capital Region Airport Commission	12,918	12,918	12,918	12,918
2. Housing Advisory Committee	5,329	9,689	9,689	9,689
3. Richmond Regional Plan. Dist. Comm.	17,493	22,607	22,607	22,607
Sub-Total	35,740	45,214	45,214	45,214
C. Donations to: *				
Sub-Total	977,334	1,522,489	2,214,963	1,538,989
* - A categorized list of agencies that applied for funding is attached.				
D. Henrico's Share of Funding for:				
1. Capital Trees	0	0	50,000	50,000
2. Henricopolis Soil/Water Conservation	116,462	0	0	0
3. Henricus Foundation	338,900	233,100	355,845	355,845
4. Med-Flight Program	6,100	22,500	37,500	37,500
5. National Association of Counties	6,001	6,001	6,001	6,001
6. Reynolds Community College (Oper.)	123,988	129,876	137,257	137,257
7. Reynolds Community College (Capital)	345,955	362,381	382,972	382,972
8. Richmond Regional Plan. Dist. Comm.	180,950	199,373	201,367	201,367
9. Virginia Association of Counties	69,090	71,804	71,950	71,950
10. Virginia Institute of Government	15,000	15,000	15,000	15,000
11. Other Civic & Cultural Organizations	43,000	0	0	0
Sub-Total	1,245,446	1,040,035	1,257,892	1,257,892
E. Reserve for Contingencies:				
Total	\$ 23,143,361	\$ 15,163,940	\$ 16,574,271	\$ 16,050,624
	0	1,556,202	1,556,202	1,708,529

### Requests by Category

Organization Name	Category	FY22 Funding	FY23 Funding	FY24 Request	FY24 Proposed
Full Circle Grief Center	Community	0	20,000	80,000	20,000
Local Initiatives Support Corporation of Virginia	Community	30,000	30,000	50,000	30,000
Neighborhood Resource Center	Community	0	0	75,000	<b>40,000</b>
Re-Establish Richmond	Community	15,000	25,000	50,000	25,000
RideFinders	Community	0	0	10,000	0
Woodland Restoration Foundation	Community	16,683	25,000	25,000	25,000
<b>Total - Community</b>		<b>61,683</b>	<b>100,000</b>	<b>290,000</b>	<b>140,000</b>
Asian American Society of Virginia	Cultural Groups	5,000	5,500	10,000	5,500
Cultureworks	Cultural Groups	20,000	20,000	50,000	20,000
India Association of Virginia	Cultural Groups	0	5,000	10,000	5,000
Latinos in Virginia	Cultural Groups	0	0	50,000	<b>10,000</b>
Virginia Hispanic Foundation	Cultural Groups	15,000	20,000	25,000	20,000
<b>Total - Cultural Groups</b>		<b>40,000</b>	<b>50,500</b>	<b>145,000</b>	<b>60,500</b>
Chinafest	Cultural Events	0	0	5,000	0
Festival of India	Cultural Events	0	0	10,000	0
All Henrico Reads	Cultural Events	0	0	5,000	0
Richmond Performing Arts Alliance (Centerstage)	Cultural Events	0	0	10,000	<b>10,000</b>
<b>Total - Cultural Events</b>		<b>0</b>	<b>0</b>	<b>30,000</b>	<b>10,000</b>
Cultural events are viewed as sponsorship opportunities that can be funded using reserve appropriations.					
Community Brain Injury Services (Mill House)	Disability Services	26,250	26,250	27,562	26,250
Ramp Access Made Possible by Students (RAMPS)	Disability Services	10,000	10,000	20,000	10,000
Resources for Independent Living	Disability Services	36,162	25,000	36,162	25,000
River City Inclusive Gym	Disability Services	10,000	0	20,000	0
SOAR 365 (Camp Baker)	Disability Services	7,500	7,500	7,500	7,500
Sportable	Disability Services	20,000	25,000	40,000	25,000
<b>Total - Disability Services</b>		<b>109,912</b>	<b>93,750</b>	<b>151,224</b>	<b>93,750</b>
A Servant's Heart	Food Security	0	0	5,000	0
Community Food Collaborative	Food Security	30,000	30,000	35,000	30,000
FeedMore (Meals on Wheels)	Food Security	25,000	25,000	25,000	25,000
FISH (Eastern Henrico County)	Food Security	26,244	26,244	26,244	26,244
Henrico Community Food Bank	Food Security	50,000	50,000	50,000	50,000
H.O.P.E. in the Community	Food Security	20,000	20,000	30,000	20,000
RVA Mobile Market	Food Security	0	10,000	10,000	10,000
<b>Total - Food Security</b>		<b>151,244</b>	<b>161,244</b>	<b>181,244</b>	<b>161,244</b>
Crossover Healthcare	Healthcare	50,000	75,000	75,000	75,000
<b>Total - Healthcare</b>		<b>50,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
Central Virginia Legal Aid Society	Legal	0	10,000	10,000	10,000
Henrico Community Partners	Legal	9,300	2,300	2,300	2,300
<b>Total - Legal</b>		<b>9,300</b>	<b>12,300</b>	<b>12,300</b>	<b>12,300</b>
Read Center, The	Literacy	0	15,000	25,000	15,000
<b>Total - Literacy</b>		<b>0</b>	<b>15,000</b>	<b>25,000</b>	<b>15,000</b>
Recovery Organizations	Opioid Recovery	0	60,000	60,000	60,000
<b>Total - Opioid Recovery</b>		<b>0</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

Organization Name	Category	FY22 Funding	FY23 Funding	FY24 Request	FY24 Original
Family Restoration Network	Prevent Recidivism	0	20,000	0	0
The Healing Place	Prevent Recidivism	25,000	25,000	50,000	25,000
Opportunity. Alliance. Reentry (OAR)	Prevent Recidivism	15,000	15,000	25,000	15,000
<b>Total - Recidivism Prevention</b>		<b>40,000</b>	<b>60,000</b>	<b>75,000</b>	<b>40,000</b>
Assoc. for the Preservation of Henrico Antiq.	Rec & Tourism	10,000	0	20,000	5,000
Ginter (Lewis) Botanical Garden	Rec & Tourism	0	115,000	115,000	115,000
Maymont Foundation	Rec & Tourism	50,000	40,000	40,000	40,000
Sports Backers (Metropolitan Richmond)	Rec & Tourism	20,000	20,000	30,000	20,000
Virginia Capital Trail Foundation	Rec & Tourism	25,000	25,000	50,000	25,000
<b>Total - Recreation &amp; Tourism</b>		<b>105,000</b>	<b>200,000</b>	<b>255,000</b>	<b>205,000</b>
Better Housing Coalition	Senior Care	38,405	38,405	38,405	38,405
Senior Connections (CAAA)	Senior Care	56,000	56,000	56,000	56,000
St. Francis Home (US Conference of Catholic Bishops)	Senior Care	0	0	30,000	0
<b>Total - Senior Care</b>		<b>94,405</b>	<b>94,405</b>	<b>124,405</b>	<b>94,405</b>
American Red Cross of Capital Virginia	Shelter	0	10,000	10,000	10,000
CARITAS	Shelter	50,000	50,000	75,000	50,000
Hilliard House (Housing Families First)	Shelter	70,000	70,000	80,000	70,000
Homeward	Shelter	20,500	0	25,000	20,500
Moments of Hope Outreach	Shelter	0	30,000	40,000	30,000
Partnership for Housing Affordability	Shelter	0	50,000	75,000	50,000
Safe Harbor	Shelter	51,290	51,290	51,290	51,290
Salvation Army	Shelter	0	16,000	20,000	16,000
St. Joseph's Villa (Flagler Home)	Shelter	35,000	35,000	35,000	35,000
<b>Total - Shelter</b>		<b>226,790</b>	<b>312,290</b>	<b>411,290</b>	<b>332,790</b>
Liberation Veteran Services	Veterans Services	0	10,000	25,000	10,000
Tech for Troops	Veterans Services	7,500	20,000	20,000	20,000
<b>Total - Veterans Services</b>		<b>7,500</b>	<b>30,000</b>	<b>45,000</b>	<b>30,000</b>
CASA (Court Appointed Special Advocates)	Youth/Education	5,000	5,000	5,000	5,000
Children's Hospital	Youth/Education	1,500	0	1,500	0
Coal Pit Learning Center	Youth/Education	15,000	15,000	15,000	15,000
Cristo Rey	Youth/Education	34,000	34,000	35,000	34,000
Metropolitan Junior Baseball League	Youth/Education	15,000	0	40,000	0
Start 1 Spark	Youth/Education	0	0	9,000	5,000
Youth Life Foundation	Youth/Education	0	4,000	4,000	0
<b>Total - Youth Services</b>		<b>70,500</b>	<b>58,000</b>	<b>109,500</b>	<b>59,000</b>
Boys and Girls Clubs of Metro Richmond	Youth Advocacy	0	50,000	50,000	50,000
Building Constructive Communities	Youth Advocacy	0	35,000	100,000	35,000
ChildSavers	Youth Advocacy	0	15,000	25,000	15,000
Henrico Police Athletic League	Youth Advocacy	21,000	50,000	50,000	50,000
One Heart	Youth Advocacy	0	50,000	0	0
<b>Total - Youth Advocacy</b>		<b>21,000</b>	<b>200,000</b>	<b>225,000</b>	<b>150,000</b>
<b>Total - Section C. Donated to</b>		<b>977,334</b>	<b>1,522,489</b>	<b>2,214,963</b>	<b>1,538,989</b>

FY24 proposed contributions that are different from FY23 are in bold, as are totals.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
NON-DEPARTMENTAL**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50106 Board and Commissions	33,200	42,000	42,000	0	0.0%
50110 FICA	2,540	3,214	3,214	0	0.0%
50209 Other Professional Services	1,000	0	0	0	0.0%
50410 Postal Services	39,451	0	0	0	0.0%
50441 Payment To Other Civic/Community Organizations	2,212,780	2,505,624	2,796,881	291,257	11.6%
50443 Payments In Lieu Of Taxes	10,000	0	0	0	0.0%
50459 Other Charges Miscellaneous	0	1,613,102	1,708,529	95,427	5.9%
50601 General Relief	20,844,390	10,998,000	11,498,000	500,000	4.5%
50604 Auxiliary Grants Disabled	0	2,000	2,000	0	0.0%
<b>Total Department</b>	<b>23,143,361</b>	<b>15,163,940</b>	<b>16,050,624</b>	<b>886,684</b>	<b>5.8%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
NON-DEPARTMENTAL**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>32001 Non-Departmental</b>					
50106 Board and Commissions	33,200	42,000	42,000	0	0.0%
50110 FICA	2,540	3,214	3,214	0	0.0%
50209 Other Professional Services	1,000	0	0	0	0.0%
50410 Postal Services	39,451	0	0	0	0.0%
50441 Payment To Other Civic/Community Organizations	2,212,780	2,505,624	2,796,881	291,257	11.6%
50443 Payments In Lieu Of Taxes	10,000	0	0	0	0.0%
50601 General Relief	20,844,390	10,945,000	11,445,000	500,000	4.6%
<b>Total Cost Center</b>	<b>23,143,361</b>	<b>13,495,838</b>	<b>14,287,095</b>	<b>791,257</b>	<b>5.9%</b>
<b>32002 Tax Relief</b>					
50601 General Relief	0	53,000	53,000	0	0.0%
50604 Auxiliary Grants Disabled	0	2,000	2,000	0	0.0%
<b>Total Cost Center</b>	<b>0</b>	<b>55,000</b>	<b>55,000</b>	<b>0</b>	<b>0.0%</b>
<b>32003 Reserve - Miscellaneous</b>					
50459 Other Charges Miscellaneous	0	1,613,102	1,708,529	95,427	5.9%
<b>Total Cost Center</b>	<b>0</b>	<b>1,613,102</b>	<b>1,708,529</b>	<b>95,427</b>	<b>5.9%</b>



# NON-DEPARTMENTAL

## Sandston Recreation Center

### DESCRIPTION

The Sandston Recreation Center provides a facility for indoor recreation for the Sandston community. The center also receives funds in addition to those included in the County budget from rental fees and donations from users and community organizations.

### OBJECTIVES

- To provide meeting and recreational opportunities for the Sandston community.
- To provide space to community organizations for meetings and public activities.

### BUDGET HIGHLIGHTS

There are no requested changes in service levels for FY24. Funds are used for utilities, maintenance, and repairs of the facility. In FY17, the Board of Supervisors approved, as part of the adoption of the Water & Sewer rates, the elimination of the \$0.50 per month fee charged on water bills within Sanitary District Two so support now comes entirely from the General Fund.

### FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	13,772	14,000	14,000	0.0%
Capital	0	0	0	0.0%
<b>Total</b>	<b>\$ 13,772</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>0.0%</b>
Personnel Complement	N/A	N/A	N/A	N/A



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
SANDSTON RECREATION CENTER**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50210 Maintenance and Repairs	1,740	1,300	1,300	0	0.0%
50280 Janitorial	4,800	4,800	4,800	0	0.0%
50400 Electric Services	4,391	4,190	4,190	0	0.0%
50401 Heating Services	0	650	650	0	0.0%
50402 Water Service	314	350	350	0	0.0%
50403 Sewer Service	414	400	400	0	0.0%
50412 Telecommunications	0	720	720	0	0.0%
50420 Insurance	2,113	1,550	1,550	0	0.0%
50506 Repair and Maintenance Supplies	0	40	40	0	0.0%
<b>Total Department</b>	<b>13,772</b>	<b>14,000</b>	<b>14,000</b>	<b>0</b>	<b>0.0%</b>

# NON-DEPARTMENTAL

## Henricopolis Soil and Water Conservation District

### DESCRIPTION

The Henricopolis Soil and Water Conservation District is a subdivision of Virginia’s government, responsible under State law for natural resource conservation. Established in 1975, Henricopolis is one of 47 soil and water conservation districts in the State of Virginia.

The District is governed by a five member Board of Directors comprised of local citizens who serve without pay. Three director positions are elected and two are appointed. The District employs staff to carry out its programs.

### OBJECTIVES

- To conserve Henrico’s natural resources.
- To augment environmental awareness of Henrico youth through standards of learning based natural resources classroom programs.

### BUDGET HIGHLIGHTS

The FY24 budget for the Henricopolis Soil and Water Conservation District is \$62,450. This is a 7.2% increase over the FY23 approved budget. This amount of support enables Henricopolis to provide environmental education programming in Henrico County Public Schools, in support of Standards of Learning requirements for science curriculum. The District also receives state funding in support of its programs.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

<u>Description</u>	<u>FY22 Actual</u>	<u>FY23 Original</u>	<u>FY24 Proposed</u>	<u>Change 23 to 24</u>
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	0 *	58,231	62,450	7.2%
Capital	0	0	0	0.0%
<b>Total</b>	<b>\$ 0</b>	<b>\$ 58,231</b>	<b>\$ 62,450</b>	<b>7.2%</b>
Personnel Complement	N/A	N/A	N/A	N/A

\* - FY22 Actuals are reflected elsewhere in the Non-departmental section of this budget.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HENRICOPOLIS SOIL AND WATER CONSERVATION  
DISTRICT**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50441 Payment To Other Civic/Community Organizations	0	58,231	62,450	4,219	7.2%
<b>Total Department</b>	<b>0</b>	<b>58,231</b>	<b>62,450</b>	<b>4,219</b>	<b>7.2%</b>



**SPECIAL REVENUE FUND**

**COUNTY OF HENRICO, VIRGINIA  
SPECIAL REVENUE FUND REVENUES**

<b>Subfund/Activity</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Capital Region Workforce Partnership (CRWP)</b>			
CRWP	\$4,533,508	\$4,755,545	\$4,562,700
Transfer From the General Fund	56,000	58,000	51,919
<b>Total Capital Region Workforce Partnership</b>	<b>\$4,589,508</b>	<b>\$4,813,545</b>	<b>\$4,614,619</b>
<b>Commonwealth's Attorney</b>			
Special Drug Prosecutor	147,113	127,104	150,000
Victim/Witness Assistance Program	598,478	674,155	669,437
Asset Forfeitures	25,336	0	0
Transfer From the General Fund	694,897	720,456	840,127
<b>Total Commonwealth's Attorney</b>	<b>\$1,465,824</b>	<b>\$1,521,715</b>	<b>\$1,659,564</b>
<b>Community Corrections Program</b>			
CCP	\$1,365,184	\$1,592,103	\$1,643,941
CCP - Drug Court	253,208	262,410	262,410
Transfer From the General Fund	636,139	702,929	915,380
<b>Total Community Corrections</b>	<b>\$2,254,531</b>	<b>\$2,557,442</b>	<b>\$2,821,731</b>
<b>Community Development Block Grant</b>			
CDBG/HOME	\$2,618,678	\$0	\$0
ESG	773,073	0	0
Transfer from the General Fund	53,391	0	0
<b>Total Community Development Block Grant</b>	<b>\$3,445,142</b>	<b>\$0</b>	<b>\$0</b>
<b>Economic Development</b>			
Transfer From General Fund	2,427,279	0	0
<b>Total Economic Development</b>	<b>\$2,427,279</b>	<b>\$0</b>	<b>\$0</b>
<b>Education</b>			
State, Federal & Other Grants	\$76,824,992	\$70,060,512	\$73,727,741
<b>Total Schools Grants</b>	<b>\$76,824,992</b>	<b>\$70,060,512</b>	<b>\$73,727,741</b>
Cafeteria Receipts	\$378,279	\$7,180,000	\$7,000,000
State Food Payments - Nat. Sch. Lunch Prog.	1,185,683	850,000	1,964,100
Federal School Lunch Program	14,156,448	12,231,779	14,040,229
Federal School Breakfast Program	4,327,171	4,500,000	4,500,000
Recoveries & Rebates	303,058	500,000	500,000
Sale of Equipment	11,552	10,000	9,500
Miscellaneous	2,331,740	249,500	0
(To) From Cafeteria Fund Balance	5	119,918	0
<b>Total School Cafeteria</b>	<b>\$22,693,936</b>	<b>\$25,641,197</b>	<b>\$28,013,829</b>
Children's Services Act (CSA)*			
State/Federal Aid	\$9,017,493	\$9,017,493	\$10,006,273
Transfer from the General Fund	5,104,739	5,382,507	6,000,000
<b>Total CSA</b>	<b>\$14,122,232</b>	<b>\$14,400,000</b>	<b>\$16,006,273</b>
<b>Total Education</b>	<b>\$113,641,160</b>	<b>\$110,101,709</b>	<b>\$117,747,843</b>
<b>Juvenile &amp; Domestic Relations VJCCA/USDA</b>			
Virginia Juvenile Community Crime Act	\$390,110	\$390,109	\$390,109
USDA	32,795	25,332	30,332
(To) From Special Revenue Fund Balance	(15,556)	0	75,000
Transfer From the General Fund	607,984	694,526	744,022
<b>Total Juvenile &amp; Domestic Relations VJCCA/USDA</b>	<b>\$1,015,333</b>	<b>\$1,109,967</b>	<b>\$1,239,463</b>

SPECIAL REVENUE FUND REVENUES (cont.)

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Mental Health &amp; Developmental Services</b>			
State and Federal Grants	\$14,497,120	\$13,012,621	\$13,502,366
Payments from Other Localities	262,040	262,040	265,850
Miscellaneous Revenues	11,212,406	13,766,820	16,113,440
(To) From Special Revenue Fund Balance	(4,833,574)	0	1,147,995
Transfer From General Fund	18,123,189	19,265,137	21,065,137
<b>Total Mental Health &amp; Developmental Services</b>	<b>\$39,261,181</b>	<b>\$46,306,618</b>	<b>\$52,094,788</b>
<b>Non-Departmental</b>			
Transfer From General Fund	\$0	\$250,000	\$420,000
Miscellaneous Revenues	\$0	\$250,000	\$250,000
<b>Total Non-Departmental</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$670,000</b>
<b>Public Safety</b>			
Police - State & Federal Grants	\$813,292	\$0	\$0
Police - Wireless	\$809,466	\$1,201,115	\$0
Metro Aviation/Extradition Reimbursement	287,625	359,668	436,668
Metro Aviation Fund Balance (Plane Purchase)	1,835,845	0	0
Fire - State & Federal	312,592	0	0
Emergency Management - State & Federal	75,204	0	0
Sheriff - Commissary Fund	219,535	0	0
Sheriff - State and Federal Grants	27,843	0	0
Asset Forfeitures	622,901	0	0
Transfer From General Fund	126,217	127,332	165,832
<b>Total Public Safety</b>	<b>\$5,130,520</b>	<b>\$1,688,115</b>	<b>\$602,500</b>
<b>Public Utilities</b>			
Solid Waste			
Refuse Collection Billing	\$11,221,724	\$12,000,000	\$12,600,000
Public Use/Host/Recycle Fees	2,279,632	2,095,000	2,330,000
Miscellaneous Revenues	385,803	207,500	320,000
State Revenues	58,806	35,000	50,000
Transfer From General Fund	3,371,409	3,371,409	6,420,909
(To) From Solid Waste Fund Balance	(1,115,390)	551,025	2,747,351
<b>Total Solid Waste</b>	<b>\$16,201,984</b>	<b>\$18,259,934</b>	<b>\$24,468,260</b>
Street Lighting			
Charge for Street Lights	\$227,348	\$84,100	\$100,000
(To) From Reserve for Street Lights	(163,696)	0	0
<b>Total Street Lighting</b>	<b>\$63,652</b>	<b>\$84,100</b>	<b>\$100,000</b>
<b>Total Public Utilities</b>	<b>\$16,265,636</b>	<b>\$18,344,034</b>	<b>\$24,568,260</b>
<b>Public Works</b>			
Best Management Practices	\$72,068	\$50,000	\$50,000
Watershed Management Program	0	847,000	847,000
<b>Total Public Works</b>	<b>\$72,068</b>	<b>\$897,000</b>	<b>\$897,000</b>
<b>Recreation, Parks, &amp; Culture</b>			
Recreation	\$0	\$0	\$0
Sports & Entertainment Authority - Transfer from GF*	\$0	\$0	\$1,079,094
Public Library	13,397	0	0
<b>Total Recreation, Parks, &amp; Culture</b>	<b>\$13,397</b>	<b>\$0</b>	<b>\$1,079,094</b>

\*FY22 Actuals and FY23 Budget for the Sports & Entertainment Authority reflected in the General Fund.



SPECIAL REVENUE FUND REVENUES (cont.)

<b>Subfund/Activity</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Social Services</b>			
State and Federal Grants - Social Services	\$18,067,715	\$19,766,744	\$19,722,228
Transfer From the General Fund - Social Services	5,643,680	6,110,898	6,900,182
(To) From Special Revenue Fund Balance	(844,002)	0	0
State and Federal Grants - CSA	147,604	127,499	143,649
Children's Services Act (CSA)*	4,039,473	2,763,629	3,722,661
Transfer From the General Fund - CSA Medicaid	809,360	750,000	1,000,000
Transfer From the General Fund - CSA *	2,100,043	1,876,110	2,000,000
*Note: Beginning in FY2021 HCPS portion of CSA is reflected in Education			
<b>Total Social Services</b>	<b>\$29,963,873</b>	<b>\$31,394,880</b>	<b>\$33,488,720</b>
<b>Opioid Abatement Authority Funding</b>			
Opioid Settlement Payments	\$0	\$0	\$295,838
<b>Total Opioid Abatement Authority Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$295,838</b>
<b>Total Revenues</b>	<b>\$219,488,070</b>	<b>\$219,235,025</b>	<b>\$241,779,420</b>

**COUNTY OF HENRICO, VIRGINIA  
SPECIAL REVENUE FUND EXPENDITURES**

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Capital Region Workforce Partnership (CRWP)</b>			
Capital Region Workforce Partnership (CRWP)	\$4,589,508	\$4,813,545	\$4,614,619
<b>Total CRWP</b>	<b>\$4,589,508</b>	<b>\$4,813,545</b>	<b>\$4,614,619</b>
<b>Circuit Court Clerk</b>			
Circuit Court Clerk	(\$57,382)	\$0	\$0
<b>Total Circuit Court Clerk</b>	<b>(\$57,382)</b>	<b>\$0</b>	<b>\$0</b>
<b>Commonwealth's Attorney</b>			
Victim/Witness Program	1,255,112	1,328,303	1,419,709
Special Drug Prosecutor	185,376	193,412	239,855
Asset Forfeitures - Commonwealth's Attorney	25,336	0	0
<b>Total Commonwealth's Attorney</b>	<b>\$1,465,824</b>	<b>\$1,521,715</b>	<b>\$1,659,564</b>
<b>Community Corrections Program</b>			
CCP	\$1,838,471	\$2,076,555	\$2,304,115
CCP - Drug Court	416,060	480,887	517,616
<b>Total Community Corrections Program</b>	<b>\$2,254,531</b>	<b>\$2,557,442</b>	<b>\$2,821,731</b>
<b>Community Revitalization</b>			
CDBG	\$2,117,183	\$0	\$0
Home	501,495	0	0
Local Business Assistance	53,055	0	0
ESG	773,073	0	0
Community Revitalization	336	0	0
<b>Total Community Revitalization</b>	<b>\$3,445,142</b>	<b>\$0</b>	<b>\$0</b>
<b>Economic Development</b>			
EDA Agreements	\$2,427,279	\$0	\$0
<b>Total Economic Development</b>	<b>\$2,427,279</b>	<b>\$0</b>	<b>\$0</b>
<b>Education</b>			
State, Federal & Other Grants	\$76,824,992	\$70,060,512	\$73,727,741
School Cafeterias	22,693,936	25,641,197	28,013,829
Children's Services Act (CSA)	14,122,232	14,400,000	16,006,273
<b>Total Education</b>	<b>\$113,641,160</b>	<b>\$110,101,709</b>	<b>\$117,747,843</b>
<b>Juvenile &amp; Domestic Relations Court</b>			
Probation - VJCCA	\$636,370	\$700,568	\$801,908
Detention - VJCCA	322,451	384,067	407,223
Juvenile Detention	23,717	0	0
USDA	32,795	25,332	30,332
<b>Total Juvenile &amp; Domestic Relations Court</b>	<b>\$1,015,333</b>	<b>\$1,109,967</b>	<b>\$1,239,463</b>
<b>Mental Health &amp; Developmental Services</b>			
Clinical Services	\$20,103,021	\$23,828,475	\$27,306,691
Community Support Services	12,539,651	14,515,584	16,260,606
Administrative and Program Support	6,618,509	7,962,559	8,527,491
<b>Total Mental Health</b>	<b>\$39,261,181</b>	<b>\$46,306,618</b>	<b>\$52,094,788</b>
<b>Non-Departmental</b>			
Non-Departmental	\$0	\$500,000	\$670,000
<b>Total Non-Departmental</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$670,000</b>

Subfund/Activity	FY22 Actual	FY23 Original	FY24 Proposed
<b>Public Safety</b>			
State and Federal Grants - Police	\$813,292	\$0	\$0
Communications	809,466	1,201,115	0
Metro Aviation	2,186,764	387,000	502,500
Henrico Extraditions	62,923	100,000	100,000
Asset Forfeitures - Police	622,901	0	0
State and Federal Grants - Fire	312,592	0	0
State and Federal Grants - Emergency Management	75,204	0	0
Sheriff - Commissary Fund	219,535	0	0
Sheriff - State and Federal Grants	27,843	0	0
<b>Total Public Safety</b>	<b>\$5,130,520</b>	<b>\$1,688,115</b>	<b>\$602,500</b>
<b>Public Utilities</b>			
Solid Waste	\$16,201,984	\$18,259,934	\$24,468,260
Street Lighting	63,652	84,100	100,000
<b>Total Public Utilities</b>	<b>\$16,265,636</b>	<b>\$18,344,034</b>	<b>\$24,568,260</b>
<b>Public Works</b>			
Best Management Practices	\$72,068	\$50,000	\$50,000
Watershed Program	0	847,000	847,000
<b>Total Public Works</b>	<b>\$72,068</b>	<b>\$897,000</b>	<b>\$897,000</b>
<b>Recreation, Parks &amp; Culture</b>			
Sports & Entertainment Authority*	\$0	\$0	\$1,079,094
Public Library	\$13,397	0	0
*FY22 Actuals and FY23 Budget for the Sports & Entertainment Authority reflected in the General Fund.			
<b>Total Recreation, Parks, &amp; Culture</b>	<b>\$13,397</b>	<b>\$0</b>	<b>\$1,079,094</b>
<b>Social Services</b>			
Administration	16,572,014	19,756,824	20,697,311
Public Welfare Board	37,915	290,489	290,489
Public Assistance	6,257,464	5,830,329	5,634,610
Children's Services Act (CSA)*	7,096,480	5,517,238	6,866,310
*Note: Beginning in FY2021 HCPS portion of CSA is reflected in Education expenses			
<b>Total Social Services</b>	<b>\$29,963,873</b>	<b>\$31,394,880</b>	<b>\$33,488,720</b>
<b>Opioid Abatement Authority Funding</b>			
Sheriff	0	0	147,733
Mental Health & Developmental Services	0	0	148,105
<b>Total Opioid Abatement Authority Funding</b>	<b>\$0</b>	<b>\$0</b>	<b>\$295,838</b>
<b>Total Expenditures</b>	<b>\$219,488,070</b>	<b>\$219,235,025</b>	<b>\$241,779,420</b>

# COMMONWEALTH’S ATTORNEY

## Special Drug Prosecutor

### DESCRIPTION

The General Assembly of Virginia passed legislation in 1983 establishing the Special Drug Prosecutor Program and creating multi-jurisdiction grand juries (MJGJs). A MJGJ, in contrast to a regular grand jury, is an investigative body with the statutory authority to issue statewide subpoenas for documents and other evidence, and to call for sworn testimony of persons with information related to specific criminal offenses. Henrico's Drug Prosecutor program was implemented in May of 1984. Police and prosecutors for the Counties of Chesterfield, Hanover, Henrico, and the City of Richmond work together to conduct multi-jurisdictional investigations and direct a special grand jury as authorized by state law. The grand jury is authorized to investigate various crimes committed in the metro area, including murder, maiming, robbery, abduction, financial and computer crimes, and drug trafficking.

### OBJECTIVES

- Investigate and prosecute those involved in the illegal use or distribution of drugs, and drug paraphernalia.
- Provide assistance in any other provision of law when such condition is discovered in the course of an investigation, which a multi-jurisdiction drug prosecutor is otherwise authorized to undertake, and to investigate any condition that involves or tends to promote any attempt, solicitation, or conspiracy to violate laws.
- Administer use of the grand jury by prosecutors from each of the member jurisdictions.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 182,108	\$ 187,954	\$ 234,397	24.7%
Operation	3,268	5,458	5,458	0.0%
Capital	0	0	0	0.0%
Total	\$ 185,376	\$ 193,412	\$ 239,855	24.0%

Personnel Complement\* 1 1 1 0  
 \* Special Drug Prosecutor maintains the budget for two positions but the 1 complement III position is excluded from this Personnel Count.

Special Drug Prosecutor

PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Subpoenas	1,634	1,650	1,675	25
Indictments	677	700	725	25
Defendants	227	250	275	25

BUDGET HIGHLIGHTS

The Special Drug Prosecutor budget for FY24 is \$239,855, an increase of \$46,443, or 24% over FY23. This increase is reflected in the personnel component and is the result of changes in compensation and benefits related to staff assigned to the Special Drug Prosecutor. The operating and capital components are unchanged.

The State Compensation Board and the county both contribute to the salaries and associated personnel costs for the two positions funded through the program. The budget includes projected General Fund support of \$82,230.

The table below presents a depiction of the State/County split of the spending for this program.

<b>Fiscal Year</b>	<b>State Funding</b>	<b>County Funding</b>	<b>% County</b>
FY15	135,258	52,570	28%
FY16	135,694	56,833	30%
FY17	134,790	81,887	38%
FY18	135,174	29,379	18%
FY19	135,926	42,415	24%
FY20	141,280	40,865	22%
FY21	138,714	22,189	14%
FY22	147,113	38,262	21%
FY23	127,104	66,308	34%
FY24	157,625	82,230	34%

\* FY23 and FY24 reflect projections

DEPARTMENT HIGHLIGHTS

The Special Drug Prosecutor Program provides a vital public safety function for the county by working with a multi-jurisdictional investigative grand jury comprised of the Counties of Henrico, Hanover, Chesterfield, and the City of Richmond. The Special Drug Prosecutor coordinates witnesses and subpoenas for tangible evidence ordered by the grand jury and handles a full caseload of criminal matters. The multi-jurisdictional grand jury plays an essential role in the investigation of drug and homicide cases in the metro area, including murder, maiming, robbery, abduction, financial and computer crimes, and drug trafficking.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
SPECIAL DRUG PROSECUTOR**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	117,363	133,043	169,822	36,779	27.6%
50108 Hybrid Disability Prgm (Prev Wage Adj)	8,285	478	0	-478	-100.0%
50110 FICA	8,958	10,159	12,884	2,725	26.8%
50111 Retirement VRS	18,298	21,951	27,839	5,888	26.8%
50112 Hospital/Medical Plans	27,513	20,464	21,494	1,030	5.0%
50113 Group Insurance - Life (VRS)	1,691	1,859	2,358	499	26.8%
50412 Telecommunications	578	600	600	0	0.0%
50430 Mileage	139	150	150	0	0.0%
50500 Office Supplies	2,188	4,378	4,333	-45	-1.0%
50512 Books and Subscriptions	0	150	0	-150	-100.0%
50521 Computer Software	363	180	375	195	108.3%
<b>Total Department</b>	<b>185,376</b>	<b>193,412</b>	<b>239,855</b>	<b>46,443</b>	<b>24.0%</b>

# COMMONWEALTH'S ATTORNEY

## Victim/Witness Assistance Program

### DESCRIPTION

The Victim/Witness Assistance Program was established in Virginia in 1984 by the General Assembly. Henrico's Victim/Witness program was implemented in May of 1988. The goal is to assist crime victims and witnesses through the criminal justice system by providing the information and assistance required by the Crime Victim and Witness Rights Act. These services include assistance finding information of the victim/witness' case, understanding court procedures, applying for Crime Victims' compensation, preparing Victim Impact Statements, preparing Parole Input Forms, and arranging short-term crisis counseling.

### OBJECTIVES

- Reduce delays in the court process by reducing the incidences of witness "no-show" through improved notification services.
- Reduce the trauma of crime for victims through crisis intervention and specialized counseling.
- Enable authorities to quickly establish and maintain contact with victims and witnesses.
- Increase victim cooperation and successful prosecution through providing the victim/witness more information on court room procedures and the criminal justice system.
- Provide services in a cost-effective manner by coordinating volunteer time and talent.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 1,117,721	\$ 1,187,608	\$ 1,275,709	7.4%
Operation	133,586	136,695	140,500	2.8%
Capital	3,805	4,000	3,500	(12.5%)
Total	<u>\$ 1,255,112</u>	<u>\$ 1,328,303</u>	<u>\$ 1,419,709</u>	<u>6.9%</u>
Personnel Complement*	5	5	5	0

\*The Victim Witness Program maintains the budget for thirteen positions, eight of which are complement III positions excluded from the personnel complement.

**PERFORMANCE MEASURES**

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Victims Assisted	5,782	6,053	6,324	271

**BUDGET HIGHLIGHTS**

The Victim Witness Assistance Program budget for FY24 is \$1,419,709, an increase of 6.9% over FY23. The personnel component increased by \$88,101, or 7.4% due to changes in compensation and benefits.

The operating component is \$140,500, an increase of \$3,805, or 2.8% from FY23. This includes an increase of \$3,305 or 3.0% for the contractually based lease increases for the Victim Witness office space, also used by CASA, an increase of \$1,000, or 100% for transportation services, and an increase of \$500 or \$100 for medical and lab supplies. These increases are offset by a reduction of \$1,000, or 25% in emergency assistance.

The capital component was reduced by \$500, or 12.5%, which is due to an expected lesser need in furniture and fixtures.

The FY24 budget includes a General Fund transfer to provide a projected \$750,272 funding for program costs. State and Federal grant funding is projected to be \$669,437. Estimated grant funding is fully budgeted in the FY24 budget. The budget includes funding for thirteen full-time positions, eight of which are complement III, four are complement II, and one complement I position.

The table provides a depiction of budgeted state and county funding by fiscal year over a ten-year period.

Fiscal Year	State/Federal Funding	County Funding	% County
FY15	370,298	336,659	48%
FY16	429,565	328,647	43%
FY17	660,936	307,157	32%
FY18	654,559	395,689	38%
FY19	680,377	436,635	39%
FY20	674,155	514,558	43%
FY21	673,458	459,310	41%
FY22	598,478	656,634	52%
FY23	674,155	652,630	49%
FY24	669,437	750,272	53%

\*FY23 and FY24 reflect projections





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
VICTIM WITNESS**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	752,119	795,690	861,952	66,262	8.3%
50104 Temporary Salaries and Wages - Regular	44,745	50,306	50,306	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,369	1,598	1,716	118	7.4%
50110 FICA	55,990	64,603	69,096	4,493	7.0%
50111 Retirement VRS	109,115	131,277	140,987	9,710	7.4%
50112 Hospital/Medical Plans	144,299	133,016	139,711	6,695	5.0%
50113 Group Insurance - Life (VRS)	10,084	11,118	11,941	823	7.4%
50211 Maintenance Service Contracts	2,340	2,100	2,100	0	0.0%
50221 Lease/Rent Of Buildings	107,077	110,175	113,480	3,305	3.0%
50240 Printing and Binding	1,810	2,170	2,170	0	0.0%
50261 Transportation Services - Public Carriers	682	1,000	2,000	1,000	100.0%
50410 Postal Services	2,314	2,100	2,100	0	0.0%
50412 Telecommunications	1,255	819	819	0	0.0%
50430 Mileage	0	600	600	0	0.0%
50431 Education and Training	7,443	6,887	6,887	0	0.0%
50450 Dues And Association Memberships	150	405	405	0	0.0%
50500 Office Supplies	4,335	4,339	4,339	0	0.0%
50503 Medical and Laboratory Supplies	279	0	500	500	100.0%
50521 Computer Software	2,564	2,100	2,100	0	0.0%
50630 Emergency Assistance	3,337	4,000	3,000	-1,000	-25.0%
50815 Computer Equipment-New Less Than \$10,000	3,805	2,000	2,000	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	2,000	1,500	-500	-25.0%
<b>Total Department</b>	<b>1,255,112</b>	<b>1,328,303</b>	<b>1,419,709</b>	<b>91,406</b>	<b>6.9%</b>

# COMMUNITY CORRECTIONS PROGRAM

## Community-Based Probation and Pretrial Services Program

### DESCRIPTION

The purpose of the Henrico Community Corrections Program (CCP) is to provide the Henrico County Court System with alternatives to incarceration through a range of probation and pretrial services for adults. The CCP mission is to enhance public safety through assessments and community supervision guided by best practices.

Probationers are supervised according to risks and needs, based upon assessments and success plans, and referred to counseling and community resources. They also perform community service work and make restitution to their victims as retribution and restorative justice. Pretrial Services Officers conduct risk assessments with defendants who are in jail awaiting trial. They provide the court with risk assessments and bond recommendations at arraignment, and supervise defendants so ordered by the court as a condition of release pending trial. Henrico's Community Corrections Program has provided services to the courts since 1995, and, through the former Community Diversion Incentive (CDI) Program, since 1983.

The Drug Court Program is under the auspices of the Community Corrections Program and is presented in this document as a separate budget for clarity in understanding its functions as well as its separate funding source.

### OBJECTIVES

- To collaborate with community service agencies and community resources.
- To implement evidence-based practices and programs, including conducting risk assessments, motivational interviewing, and Effective Practices in Community Supervision (EPICS).

### FISCAL YEAR 2024 SUMMARY

**Annual Fiscal Plan**

<b>Description</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>	<b>Change 23 to 24</b>
Personnel	\$ 1,724,444	\$ 1,919,448	\$ 2,109,508	9.9%
Operation	103,329	146,030	183,530	25.7%
Capital	10,698	11,077	11,077	0.0%
<b>Total</b>	<b>\$ 1,838,471</b>	<b>\$ 2,076,555</b>	<b>\$ 2,304,115</b>	<b>11.0%</b>
 Personnel Complement*	 3	 4	 4	 0

\* 4 positions are reflected as Complement I positions. Additionally, there are 20 Complement III positions and 1 Complement IV position, which are not included in the county's personnel complement.

PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
New Pretrial Cases Supervised	1,407	1,554	1,480	(74)
New Probation Cases Supervised	1,041	1,054	1,047	(7)
Compliance Rate for Pretrial	82%	84%	83%	-1%
Compliance Rate for Prob. (Misdemeanors)	76%	75%	75%	0%
Compliance Rate for Prob. (Felons)	56%	58%	59%	1%

OBJECTIVES (CONTINUED)

- To provide risk assessments and bond recommendations to the courts and a means of either pretrial release to bail, unsecured release on recognizance, or release on secured bond.
- To monitor probationers for payment of court ordered costs and restitution to the courts and victims.
- To provide community supervision to individuals referred by the Court.

BUDGET HIGHLIGHTS

The Community Corrections budget includes four distinct programs for FY24: (a) Pretrial Services; (b) Probation Services; (c) Community Service Coordination; and (d) the Drug Court Program (The Drug Court Program is presented as a separate budget narrative). Pretrial and Probation Services are principally funded by the State, with probation fees that are collected by the Department also contributing to the funding of these services. The Community Corrections Program continues to experience a high volume of referrals because of jail diversion efforts.

The Community Corrections Program’s budget request for FY24 is \$2,304,115 which is an increase of \$227,560 or 11%, from the FY23 approved budget. This budgetary growth is entirely in the personnel area due to salary increases that occurred during FY23 and increases in benefit costs. Operating costs have increased by \$37,500 due to leased space for the department. Capital outlay is estimated at \$11,077 compared to FY23. Most of the capital funds are provided the replacement of computer equipment.

The allotment of General Fund support for FY24 is budgeted to increase of \$175,722, or 36.3%, to a total of \$660,174. State support for the program is proposed to increase by \$51,838 or 3.8%, to a total of \$1,398,991. The Department also collects probation and restitution monitoring fees, which are utilized to support program services. Those fee collections are estimated to be \$244,950 during FY24.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
COMMUNITY CORRECTIONS PROGRAM**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	1,146,386	1,292,306	1,423,239	130,933	10.1%
50101 Full-Time Salaries and Wages - Overtime	19	0	0	0	0.0%
50102 Part-Time Salaries and Wages- Regular	26,278	33,871	40,277	6,406	18.9%
50104 Temporary Salaries and Wages - Regular	54,562	50,336	50,336	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,328	7,274	5,041	-2,233	-30.7%
50109 Vacancy Savings	0	-46,259	-49,741	-3,482	-7.5%
50110 FICA	88,663	105,302	116,015	10,713	10.2%
50111 Retirement VRS	165,892	212,958	235,703	22,745	10.7%
50112 Hospital/Medical Plans	225,086	245,568	268,675	23,107	9.4%
50113 Group Insurance - Life (VRS)	15,230	18,092	19,963	1,871	10.3%
50200 Medical Services	48,848	94,606	94,606	0	0.0%
50209 Other Professional Services	1,861	1,862	1,862	0	0.0%
50220 Lease/Rent Of Equipment	6,026	5,244	5,244	0	0.0%
50221 Lease/Rent Of Buildings	11,061	10,760	48,260	37,500	348.5%
50240 Printing and Binding	1,110	1,430	1,430	0	0.0%
50310 Automotive/Motor Pool	69	950	950	0	0.0%
50410 Postal Services	1,250	1,650	1,650	0	0.0%
50412 Telecommunications	12,460	5,833	5,833	0	0.0%
50430 Mileage	481	3,050	3,050	0	0.0%
50431 Education and Training	5,992	4,814	4,814	0	0.0%
50450 Dues And Association Memberships	420	710	710	0	0.0%
50500 Office Supplies	8,273	9,104	9,104	0	0.0%
50501 Food Supplies and Food Service Supplies	0	50	50	0	0.0%
50514 Other Operating Supplies	995	1,417	1,417	0	0.0%
50521 Computer Software	4,483	4,550	4,550	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	379	379	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50835 Computer Equipment-Replacement Less Than \$10,000	10,698	10,698	10,698	0	0.0%
<b>Total Department</b>	<b>1,838,471</b>	<b>2,076,555</b>	<b>2,304,115</b>	<b>227,560</b>	<b>11.0%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
COMMUNITY CORRECTIONS PROGRAM**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>36001 Community Corrections Program</b>					
50100 Full-Time Salaries and Wages - Regular	68,779	72,218	77,864	5,646	7.8%
50104 Temporary Salaries and Wages - Regular	12,627	28,298	28,298	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	406	460	54	13.3%
50110 FICA	6,236	7,689	8,135	446	5.8%
50111 Retirement VRS	9,973	11,937	12,900	963	8.1%
50112 Hospital/Medical Plans	10,267	10,232	10,747	515	5.0%
50113 Group Insurance - Life (VRS)	922	1,011	1,093	82	8.1%
50200 Medical Services	36,076	22,106	22,106	0	0.0%
50209 Other Professional Services	1,095	1,062	1,062	0	0.0%
50220 Lease/Rent Of Equipment	3,738	4,144	4,144	0	0.0%
50221 Lease/Rent Of Buildings	926	0	0	0	0.0%
50240 Printing and Binding	827	830	830	0	0.0%
50310 Automotive/Motor Pool	69	600	600	0	0.0%
50412 Telecommunications	950	1,279	1,279	0	0.0%
50430 Mileage	0	300	300	0	0.0%
50500 Office Supplies	3,925	5,500	5,500	0	0.0%
50501 Food Supplies and Food Service Supplies	0	50	50	0	0.0%
50514 Other Operating Supplies	995	1,417	1,417	0	0.0%
50521 Computer Software	133	200	200	0	0.0%
<b>Total Cost Center</b>	<b>157,538</b>	<b>169,279</b>	<b>176,985</b>	<b>7,706</b>	<b>4.6%</b>
<b>36002 CCP - Pretrial</b>					
50100 Full-Time Salaries and Wages - Regular	567,690	641,514	720,297	78,783	12.3%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50104 Temporary Salaries and Wages - Regular	41,935	22,038	22,038	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,407	3,617	2,542	-1,075	-29.7%
50109 Vacancy Savings	0	-46,259	-49,741	-3,482	-7.5%
50110 FICA	43,978	50,761	56,888	6,127	12.1%
50111 Retirement VRS	82,335	105,383	119,279	13,896	13.2%
50112 Hospital/Medical Plans	112,233	127,900	139,711	11,811	9.2%
50113 Group Insurance - Life (VRS)	7,609	8,981	10,102	1,121	12.5%
50200 Medical Services	0	70,000	70,000	0	0.0%
50209 Other Professional Services	766	800	800	0	0.0%
50220 Lease/Rent Of Equipment	772	550	550	0	0.0%
50240 Printing and Binding	218	300	300	0	0.0%
50310 Automotive/Motor Pool	0	150	150	0	0.0%
50410 Postal Services	0	250	250	0	0.0%
50412 Telecommunications	11,130	2,514	2,514	0	0.0%
50430 Mileage	15	750	750	0	0.0%
50431 Education and Training	2,181	2,400	2,400	0	0.0%
50450 Dues And Association Memberships	420	710	710	0	0.0%
50500 Office Supplies	461	1,195	1,195	0	0.0%
50521 Computer Software	800	800	800	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	3,874	3,874	3,874	0	0.0%
<b>Total Cost Center</b>	<b>877,824</b>	<b>998,228</b>	<b>1,105,409</b>	<b>107,181</b>	<b>10.7%</b>
<b>36003 CCP - Post Trial</b>					
50100 Full-Time Salaries and Wages - Regular	509,917	578,574	625,078	46,504	8.0%
50101 Full-Time Salaries and Wages - Overtime	19	0	0	0	0.0%
50102 Part-Time Salaries and Wages-Regular	26,278	33,871	40,277	6,406	18.9%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50108 Hybrid Disability Prgm (Prev Wage Adj)	921	3,251	2,039	-1,212	-37.3%
50110 FICA	38,449	46,852	50,992	4,140	8.8%
50111 Retirement VRS	73,584	95,638	103,524	7,886	8.2%
50112 Hospital/Medical Plans	102,586	107,436	118,217	10,781	10.0%
50113 Group Insurance - Life (VRS)	6,699	8,100	8,768	668	8.2%
50200 Medical Services	12,772	2,500	2,500	0	0.0%
50220 Lease/Rent Of Equipment	1,516	550	550	0	0.0%
50221 Lease/Rent Of Buildings	10,135	10,760	48,260	37,500	348.5%
50240 Printing and Binding	65	300	300	0	0.0%
50310 Automotive/Motor Pool	0	200	200	0	0.0%
50410 Postal Services	1,250	1,400	1,400	0	0.0%
50412 Telecommunications	380	2,040	2,040	0	0.0%
50430 Mileage	466	2,000	2,000	0	0.0%
50431 Education and Training	3,811	2,414	2,414	0	0.0%
50500 Office Supplies	3,887	2,409	2,409	0	0.0%
50521 Computer Software	3,550	3,550	3,550	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	379	379	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	6,824	6,824	6,824	0	0.0%
<b>Total Cost Center</b>	<b>803,109</b>	<b>909,048</b>	<b>1,021,721</b>	<b>112,673</b>	<b>12.4%</b>



# COMMUNITY CORRECTIONS PROGRAM

## Drug Court Program

### DESCRIPTION

The Drug Court Program was initiated in January of 2003. The Drug Court provides intense supervision and treatment, frequent judicial reviews, mandatory drug testing, graduated sanctions, aftercare, and other rehabilitative services to nonviolent, substance abusing offenders for a minimum of twelve months. The average participant spends eighteen months in the program. New participants are placed in the program each year. Their progress is closely monitored and evaluated by program staff.

Working with other organizations and agencies is key to the success of the Drug Court. The program coordinates its efforts with other County agencies and nonprofit organizations in the region to help deliver the program’s services. In addition, the Sheriff provides one part-time investigator to the program as an in-kind County contribution. The Henrico Commonwealth’s Attorney’s Office, Henrico Mental Health and Developmental Services, the Circuit Court and the Community Corrections Program also provide in-kind contributions to the program.

### OBJECTIVES

- To provide comprehensive treatment to individuals with substance use disorders
- To assist participants with finding gainful employment or increasing their educational achievements.
- To locate additional resources to contribute towards the support of the Drug Court Program.
- To administer, monitor, and evaluate the Drug Court Program for effectiveness and economic impact.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 333,909	\$ 405,923	\$ 442,652	9.0%
Operation	81,042	73,464	73,464	0.0%
Capital	1,109	1,500	1,500	0.0%
Total	<u>\$ 416,060</u>	<u>\$ 480,887</u>	<u>\$ 517,616</u>	<u>7.6%</u>
Personnel Complement*	1	1	1	0

\*Note: The FY24 Budget reflects 1 position as a Complement I position, and 4 positions as Complement III positions.

Drug Court

PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Successful Graduates	20	17	18	1
Number of Referrals	19	27	24	(3)
<b>Efficiency Measures</b>				
% of Referrals Assessed on Time	100%	100%	100%	0%
<b>Effectiveness Measures</b>				
% of Participants Staying Drug-Free	97%	96%	96%	0%

BUDGET HIGHLIGHTS

The program was started with the use of federal funding. However, federal funds were discontinued in FY06. The Drug Court program for Henrico County received a grant from the State in the amount of \$232,261 in FY06 to support the program and replace the discontinued federal funding. It is anticipated that funding from the Virginia Supreme Court, which administers these grants will be \$240,000 in FY24. This estimate is unchanged from the amount of State support in the FY23 approved budget. The requirement for General Fund support in FY24 is projected to be \$255,206, which is a increase of \$28,808 or 11.9%. The Drug Court also collects probation fees to help defray the costs of the program. Fee collections are expected to be \$22,410 during FY24.

The requested budget for FY24 is \$517,616. This is an increase of \$36,729, or 7.6%, from the FY23 approved budget. The request for funding for operations is unchanged from the FY23 approved budget and the allocation for capital equipment remains at \$1,500. Those funds are allocated for the replacement of computer equipment.

In January of 2017, the Drug Court instituted a limit of 55 participants in the program, with new slots becoming available when participants leave. Services are provided by; one Complement I position, a Community Corrections Unit Supervisor, and four positions that are Complement III, including one County Probation Officer, one Office Assistant III, and two MH/DS Clinicians.

In recent years, the Drug Court began to offer a new Moral Reconciliation Therapy (MRT) program that is focused on changing the criminal thinking mindset that can create problems for program participants, and a Seeking Safety program, which focuses on treating the mental trauma that has led many to addiction. With these two new programs, the Drug Court has doubled its treatment for participants. Despite challenges presented by the COVID-19 pandemic, Drug Court worked continuously to provide 5.5 hours of weekly treatment dosage to ensure continued success of these programs.

The Henrico Drug Court’s NACo Award winning “Healthy Lifestyles Initiative” continues to provide information and assistance for participants to gain access to primary health and wellness programming. The Health Department provides annual HIV and Hepatitis testing at the Drug Court Office.

### *Drug Court*

The Drug Court continues to plan sober activities for their participants. In previous years, the Drug Court has collaborated with other departments and have encouraged friendly competition among participants by playing basketball, softball, and kickball games.



## Department Operating Budget Henrico County, Virginia FY2023-24 DRUG COURT

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	246,638	289,966	308,660	18,694	6.4%
50108 Hybrid Disability Prgm (Prev Wage Adj)	669	901	1,303	402	44.6%
50109 Vacancy Savings	0	-10,277	0	10,277	100.0%
50110 FICA	18,607	22,182	23,612	1,430	6.4%
50111 Retirement VRS	35,830	47,931	51,021	3,090	6.4%
50112 Hospital/Medical Plans	26,564	51,160	53,735	2,575	5.0%
50113 Group Insurance - Life (VRS)	3,260	4,060	4,321	261	6.4%
50114 Unemployment Insurance	2,341	0	0	0	0.0%
50200 Medical Services	53,293	55,305	55,305	0	0.0%
50220 Lease/Rent Of Equipment	1,580	1,618	1,618	0	0.0%
50240 Printing and Binding	249	500	500	0	0.0%
50270 Other Contractual Services	2,160	3,000	3,000	0	0.0%
50310 Automotive/Motor Pool	359	600	600	0	0.0%
50410 Postal Services	10	200	200	0	0.0%
50412 Telecommunications	2,139	1,000	1,000	0	0.0%
50430 Mileage	0	200	200	0	0.0%
50431 Education and Training	18,028	0	0	0	0.0%
50459 Other Charges Miscellaneous	0	700	700	0	0.0%
50500 Office Supplies	615	3,041	3,041	0	0.0%
50501 Food Supplies and Food Service Supplies	559	1,000	1,000	0	0.0%
50512 Books and Subscriptions	1,105	1,500	1,500	0	0.0%
50514 Other Operating Supplies	945	3,800	3,800	0	0.0%
50521 Computer Software	0	1,000	1,000	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	1,109	1,500	1,500	0	0.0%
<b>Total Department</b>	<b>416,060</b>	<b>480,887</b>	<b>517,616</b>	<b>36,729</b>	<b>7.6%</b>

# VJCCCA - PROBATION

## DESCRIPTION

Since 1996, the Virginia Juvenile Community Crime Control Act (VJCCCA) has provided funding for community based programs and services in the juvenile justice system outside of secure detention. These programs and services continue to be utilized as alternatives to secure detention. Juvenile and Domestic Relations District Court Judges and court services staff utilize VJCCCA funding to provide an array of programs and services to juveniles and their families. This is accomplished by the use of private vendors, independent contractors and VJCCCA staff. In 2019, the General Assembly added a provision to VJCCCA services to allow for VJCCCA programs to be used as a prevention option for youth and families that do not have a matter before the Court. Select VJCCCA programs were identified by the VJCCCA Planning Committee to be utilized for these services; primarily for truancy youth referred by Henrico County Public Schools.

The programs and services provided include home based services, mentoring, GPS electronic monitoring, a two- level larceny reduction program, parent, and anger management groups, Project Fresh Start groups, and Promoting Empowerment and Resiliency through Learning Strengths (PEARLS), a program that specifically addresses the need of female youth. If a youth and family need specific nonresidential services, funding is also available to provide these services through a category called Service Plan Supervision. In December 2022, a weapons program was written and developed to provide group services to any youth who have utilized a weapon with the goal to be able to receive referrals into the program in early 2023. Referrals may come as a prevention or diversion referral, or upon a court order.

VJCCCA funding continues to offer services that are accessible in a timely manner and provide must needed resources to youth and their families. The VJCCCA Office continues to develop programs and services that address the juvenile justice system needs of Henrico County. Each VJCCCA program has its own unique goals, but all seek to hold youth accountable for their behavior and reduce continued delinquency. Beyond these goals, parental participation is required within all VJCCCA programs.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 297,646	\$ 327,903	\$ 354,243	8.0%
Operation	334,788	372,665	447,665	20.1%
Capital	3,936	0	0	0.0%
Total	<u>\$ 636,370</u>	<u>\$ 700,568</u>	<u>\$ 801,908</u>	<u>14.5%</u>
Personnel Complement*	N/A	N/A	N/A	N/A

\*Personnel Complement does not reflect 3 Complement III positions that are supported by this budget.

**PERFORMANCE MEASURES**

<b>Performance Measures</b>				
	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	<b>Change 23 to 24</b>
<b>Workload Measures</b>				
Number of Referrals from Probation/Court Order	499	520	620	100

**OBJECTIVES**

- To provide a continuum of service to the Court and Court Service Unit staff that best fit the needs of Henrico County.
- To continue to provide services and meet the needs of families.
- To continue to provide services that promotes parental participation to assist juveniles and their families in making positive changes.
- To encourage a public/private partnership in the design and delivery of services.

**BUDGET HIGHLIGHTS**

The Juvenile Probation VJCCCA budget for FY24 totals \$801,908. The Program’s budget reflects a \$101,340 increase, or 14.5% when compared to the FY23 budget. The personnel component increased by \$26,340, an 8.0% growth, due to rising employee salary, healthcare, and benefit costs. The operating component increased by \$75,000, a 20.1% increase, and adds additional funding for prevention services and programming. An increase in program referrals from Henrico County Public Schools supports the need for this operating adjustment.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
VJCCCA - PROBATION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	199,793	212,220	232,798	20,578	9.7%
50101 Full-Time Salaries and Wages - Overtime	62	963	963	0	0.0%
50104 Temporary Salaries and Wages - Regular	19,215	27,556	27,556	0	0.0%
50110 FICA	15,850	18,417	19,678	1,261	6.8%
50111 Retirement VRS	28,998	35,080	37,805	2,725	7.8%
50112 Hospital/Medical Plans	31,048	30,696	32,241	1,545	5.0%
50113 Group Insurance - Life (VRS)	2,680	2,971	3,202	231	7.8%
50209 Other Professional Services	316,968	297,102	420,950	123,848	41.7%
50211 Maintenance Service Contracts	704	400	0	-400	-100.0%
50220 Lease/Rent Of Equipment	12,323	14,384	16,364	1,980	13.8%
50270 Other Contractual Services	0	2,028	2,000	-28	-1.4%
50310 Automotive/Motor Pool	0	3,960	3,960	0	0.0%
50412 Telecommunications	1,423	1,560	1,560	0	0.0%
50430 Mileage	717	516	516	0	0.0%
50500 Office Supplies	1,939	1,515	1,515	0	0.0%
50512 Books and Subscriptions	100	100	100	0	0.0%
50514 Other Operating Supplies	0	50,400	0	-50,400	-100.0%
50521 Computer Software	614	700	700	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	289	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	3,647	0	0	0	0.0%
<b>Total Department</b>	<b>636,370</b>	<b>700,568</b>	<b>801,908</b>	<b>101,340</b>	<b>14.5%</b>

# VJCCCA – DETENTION HOME

## DESCRIPTION

In 1996, funding through the Virginia Juvenile Community Crime Control Act (VJCCCA) replaced the State Block Grant system for all community-based programs and services in the juvenile justice system outside of secure detention. A major advantage of this funding is Henrico’s ability to develop programs and services that specifically address its juvenile justice needs.

## OBJECTIVES

- To help alleviate the problem of over-crowding in Secure Detention.
- To allow children to live with their custodial parents while in the program or until Court disposition.
- To operate the Outreach Program effectively per Court orders, thereby reducing the number of youths kept in detention.
- To provide a less restrictive alternative to incarceration.
- To allow for day-to-day contact to keep youth trouble-free.

## BUDGET HIGHLIGHTS

Juvenile Detention’s budget for the VJCCCA totals \$407,223. The total budget reflects an increase of \$23,156, or 6.0%, when compared to the FY23 approved budget. This increase was driven by the personnel component and reflects rising employee salary, healthcare, and benefit costs.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 292,251	\$ 340,036	\$ 363,192	6.8%
Operation	30,050	44,031	44,031	0.0%
Capital	150	0	0	0.0%
Total	<u>\$ 322,451</u>	<u>\$ 384,067</u>	<u>\$ 407,223</u>	<u>6.0%</u>
Personnel Complement	3	3	3	0



PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Electronic Monitoring Days	4,522	5,973	5,973	0
Outreach Participants w/Electronic Monitoring	129	121	121	0
Outreach Participants w/o Electronic Monitoring	27	36	36	0
STOP Participants*	3	21	21	0
STOP Program Days*	12	90	90	0
<b>Efficiency Measures</b>				
Average Length of Stay	29	34	34	0
Average Length of Stay w/Electronic Monitoring	29	50	50	0
Average Length of Stay w/o Electronic Monitoring	29	38	38	0

BUDGET HIGHLIGHTS (CONTINUED)

The budget will support Detention Outreach and the Services Through Opportunity Programs (STOP) offered through Juvenile Detention.

The Detention Outreach program is tailored to youths who need more restrictive supervision but serves as an alternative to Secure Detention. This includes programs like Electronic Monitoring. Juveniles who generally qualify for this program experience reoccurring behavioral issues such as curfew violations, running away from home, and truancy. Should juveniles violate the conditions of the Outreach program, they are placed in Secure Detention awaiting further order of the Juvenile Court. The Detention Outreach Program is supported by 3 Complement II positions (1 Outreach Coordinator, and 2 Outreach Workers). This program can accommodate 28 youth.

The STOP program was developed to monitor non-violent juveniles as an alternative to weekend sentencing in secure detention. The Department coordinates with Recreation and Parks to identify various park sites that require cleanup including picking up trash and sweeping sidewalks. The program requires juveniles that violate conditions of the program to finish the remainder of their court ordered sentence in Secure Detention. All employees working with the STOP program are required to take CPR, first aid, and defensive driving classes. This program can accommodate 10 youth per weekend.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
VJCCCA - DETENTION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	180,885	187,899	205,777	17,878	9.5%
50101 Full-Time Salaries and Wages - Overtime	3,262	3,281	3,281	0	0.0%
50104 Temporary Salaries and Wages - Regular	27,233	64,880	64,880	0	0.0%
50110 FICA	15,079	19,589	20,705	1,116	5.7%
50111 Retirement VRS	25,778	31,060	33,473	2,413	7.8%
50112 Hospital/Medical Plans	37,632	30,696	32,241	1,545	5.0%
50113 Group Insurance - Life (VRS)	2,382	2,631	2,835	204	7.8%
50211 Maintenance Service Contracts	861	862	862	0	0.0%
50220 Lease/Rent Of Equipment	11,396	23,701	23,701	0	0.0%
50310 Automotive/Motor Pool	12,687	11,767	11,767	0	0.0%
50410 Postal Services	50	50	50	0	0.0%
50412 Telecommunications	2,632	3,460	3,460	0	0.0%
50500 Office Supplies	1,190	1,190	1,190	0	0.0%
50501 Food Supplies and Food Service Supplies	213	2,180	2,180	0	0.0%
50514 Other Operating Supplies	274	330	330	0	0.0%
50521 Computer Software	747	491	491	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	150	0	0	0	0.0%
<b>Total Department</b>	<b>322,451</b>	<b>384,067</b>	<b>407,223</b>	<b>23,156</b>	<b>6.0%</b>

# DETENTION HOME – USDA GRANT

## DESCRIPTION

Each year the United States Department of Agriculture (USDA) awards a grant to the County to assist with caring for juveniles who are in some form of detention. Henrico County’s Juvenile Detention Home qualifies for a portion of this grant. Funds can be used for food, supplies, kitchen equipment, and relief wages for cooks. Funds are awarded based upon the number of breakfast and lunch meals served and reported monthly. Unspent funds at the end of each year may be carried over to the next fiscal year and accumulated for qualifying large item purchases. The Virginia Department of Juvenile Justice and the Federal Government jointly monitor the program’s guidelines and expenditures.

## OBJECTIVES

- To file all reports promptly and accurately for reimbursement of funds.
- To disburse grant funds for eligible items for the benefit of detained youths.

## BUDGET HIGHLIGHTS

In FY24, the Juvenile Detention Home will continue to use USDA Federal grant funds to supplement operating expenses for the Detention Home’s kitchen and food service. The Department projects \$30,332 in USDA grant funding for FY24, an increase of \$5,000, or 19.7% from FY23’s budget. These funds will continue to be used to purchase food, food service equipment, and maintain and repair kitchen equipment.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	32,795	25,332	30,332	19.7%
Capital	0	0	0	0.0%
Total	<u>\$ 32,795</u>	<u>\$ 25,332</u>	<u>\$ 30,332</u>	<u>19.7%</u>
Personnel Complement	N/A	N/A	N/A	N/A



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
JUVENILE DETENTION HOME**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50210 Maintenance and Repairs	1,226	1,075	1,075	0	0.0%
50211 Maintenance Service Contracts	250	300	300	0	0.0%
50260 Laundry and Dry Cleaning	671	700	700	0	0.0%
50431 Education and Training	665	500	500	0	0.0%
50501 Food Supplies and Food Service Supplies	29,046	20,125	25,125	5,000	24.8%
50503 Medical and Laboratory Supplies	842	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	6,265	0	0	0	0.0%
50514 Other Operating Supplies	4,638	2,632	2,632	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	12,909	0	0	0	0.0%
<b>Total Department</b>	<b>56,512</b>	<b>25,332</b>	<b>30,332</b>	<b>5,000</b>	<b>19.7%</b>

# OPIOID ABATEMENT PRIORITIES

## DESCRIPTION

The Opioid Abatement Authority (OAA) was established by the Virginia General Assembly in 2021 as an independent entity to abate and remediate the opioid epidemic in the Commonwealth through financial support from the Virginia Opioid Abatement Fund in the form of grants, donations, or other assistance, for efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth.

Financial assistance offered through the OAA consists of settlement funds paid to Virginia by prescription opioid manufacturers and companies in the prescription opioid distribution network. As of January 19, 2023, three national-level opioid settlements have been approved by Virginia state courts, resulting in payments to Virginia. The first was from McKinsey, a consulting and marketing company for just over \$13 million. The second settlement was part of a nationwide agreement that may reach a maximum of \$21 billion involving three wholesale distributors of prescription opioid medications (McKesson, Cardinal Health, and AmerisourceBergen). The third was with opioid manufacturer Janssen Pharmaceutical which may be worth a nationwide maximum of \$5 billion.

Some portions, currently 30% of the settlements, are distributed directly to Virginia’s cities and counties, and the distributors’ settlement will provide annual payments until 2039.

## OBJECTIVES

- To expand Crisis Intervention (CIT) programs.
- To maintain an updated inventory of organizations and resources for treatment and recovery.
- To develop comprehensive outpatient treatment programs.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 0	\$ 0	\$ 295,498	0.0%
Operation	0	0	0	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 295,498</u>	<u>0.0%</u>
Personnel Complement	0	0	3	3

\*Positions reflected elsewhere in this budget document, see Sheriff and Mental Health narratives.

## *Opioid Abatement Priorities*

### BUDGET HIGHLIGHTS

The total FY24 budget for opioid abatement priorities is \$295,498. The budget is completely personnel supporting one Assistant Division Director in the Mental Health Substance Use Division (SUD) and two peer recovery specialists working in the Sherriff's Department. Revenue supporting these priorities comes from the opioid settlement funds. Settlement funds will be managed using a separate account code to better track revenues and uses.

Peer recovery specialists will provide additional support to the programs offered in the jail by giving recovering addicts support from an individual who has been in their shoes. The SUD Division Director will oversee the many efforts countywide that are currently fragmented while coordinating overdose responses, providing supervision to peer recovery specialists, and maintaining the county's 'Bounce Back' website and other outreach efforts.

# POLICE – METRO AVIATION UNIT

## DESCRIPTION

In 1986 the Counties of Henrico and Chesterfield, and the City of Richmond entered into a multi-jurisdictional agreement that facilitated the use of police aircraft in all three jurisdictions and created the Metro Aviation Unit. As a part of this agreement, the Henrico Police Division is charged with housing the aircraft, supervision of the pilots, fiscal management, and planning the training for the Unit.

## OBJECTIVES

- The Unit will provide aerial observation and support for local area jurisdictions.
- The Unit will conduct patrols of identified high crime areas.
- The Unit will provide transportation of prisoners to and from other jurisdictions upon request.
- The Unit will provide aerial photographs of any location in the metropolitan area upon request.
- The Unit will provide routine and special aerial patrol within the tri-jurisdictional area.

## BUDGET HIGHLIGHTS

The FY24 Proposed Budget includes \$105,000 for the extradition of prisoners. Extradition costs are fully reimbursable from the State Supreme Court. The balance of the budget, \$497,500, is divided equally between Chesterfield County, the City of Richmond, and Henrico County. In FY24, Henrico’s share of the budget increased to \$165,833. Metro Aviation budget increased in the following accounts: Maintenance and Repairs - \$60,000 for aircraft repairs and maintenance; Gasoline - \$25,500 for rising fuel prices; Motor Vehicles and Equipment - Rehabilitation – \$30,000 for increase repairs to aging aircraft. Total increase of \$115,500 will be allocated between the 3 localities with each contributing an additional \$38,500 to the FY24 budget.

Henrico’s Police Division fiscally manages and supervises the Metro Aviation Unit. The combined budget for Metro Aviation and Extradition totals \$602,500.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	382,177	417,000	532,500	27.7%
Capital	1,867,510 *	70,000	70,000	0.0%
Total	<u>\$ 2,249,687</u>	<u>\$ 487,000</u>	<u>\$ 602,500</u>	<u>23.7%</u>
Personnel Complement	N/A	N/A	N/A	N/A

\* Purchase of new 2021 Cessna T206 aircraft

## PERFORMANCE MEASURES

	Performance Measures			
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Number of Aerial Transports	34	30	55	25
Flight Hours for Aerial Transports	116	105	220	115
Extraditions (commercial carriers)	25	31	41	10

## BUDGET HIGHLIGHTS

The Metro Aviation Unit continues to be a valuable and effective crime fighting tool to the participating localities and the region. A total of three pilots are assigned to the Metro Aviation Unit, with each locality providing a pilot. Discussions among the three localities is underway for the replacement of the transport aircraft. The current transport aircraft is 43 years old and is out of service for most of the time for maintenance repairs. The anticipated total cost would be \$1.2 million to \$1.5 million or \$400,000 to \$500,000 per locality for a used aircraft.

The three participating jurisdictions own four aircraft:

- 2021 Cessna T206
- 2006 Cessna 182
- 2000 Cessna 172
- 1979 Cessna 182RG (Transport Aircraft)

All aircraft, except for the transport plane, are equipped with a spotlight, a forward looking infra-red (FLIR) camera, and a video downlink that permits the aircraft to broadcast images while flying for viewing at varying locations within the three jurisdictions.

During FY 22, the unit responded to 636 calls for service, conducted 61 surveillances, with a total of 935 flight hours. In addition, aircraft assisted with 65 apprehensions and 70 aerial pictures.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
POLICE - METRO AVIATION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50200 Medical Services	1,200	900	900	0	0.0%
50209 Other Professional Services	7,920	3,000	3,000	0	0.0%
50210 Maintenance and Repairs	148,160	120,000	210,000	90,000	75.0%
50213 Maintenance Service Contracts- Computers	3,719	5,230	5,200	-30	-0.6%
50221 Lease/Rent Of Buildings	65,000	70,000	70,000	0	0.0%
50280 Janitorial	6,132	5,075	6,200	1,125	22.2%
50400 Electric Services	5,781	6,000	6,000	0	0.0%
50402 Water Service	531	600	600	0	0.0%
50403 Sewer Service	590	540	600	60	11.1%
50404 Refuse Service	358	350	400	50	14.3%
50412 Telecommunications	4,859	9,960	9,000	-960	-9.6%
50431 Education and Training	4,901	0	0	0	0.0%
50432 Travel ( Extradition Of Prisoners )	65,947	105,000	105,000	0	0.0%
50450 Dues And Association Memberships	593	550	550	0	0.0%
50453 Freight Charges	646	1,500	1,500	0	0.0%
50459 Other Charges Miscellaneous	0	100	100	0	0.0%
50500 Office Supplies	0	0	250	250	100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	486	1,000	1,000	0	0.0%
50507 Gasoline	59,299	75,780	101,280	25,500	33.7%
50509 Vehicle and Powered Equipment Supplies	0	3,500	3,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,032	2,500	2,000	-500	-20.0%
50512 Books and Subscriptions	3,684	3,577	3,700	123	3.4%
50514 Other Operating Supplies	1,018	1,338	1,220	-118	-8.8%
50517 Small Tools	321	500	500	0	0.0%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	1,726,986	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	7,445	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50832 Furniture and Fixtures-Replacement Less Than \$10,000	951	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	1,942	0	0	0	0.0%
50842 Motor Vehicles and Equipment- Rehabilitation	130,186	70,000	70,000	0	0.0%
<b>Total Department</b>	<b>2,249,687</b>	<b>487,000</b>	<b>602,500</b>	<b>115,500</b>	<b>23.7%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
POLICE - METRO AVIATION**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>12035 Metro Aviation</b>					
50200 Medical Services	1,200	900	900	0	0.0%
50209 Other Professional Services	7,920	3,000	3,000	0	0.0%
50210 Maintenance and Repairs	148,160	120,000	210,000	90,000	75.0%
50213 Maintenance Service Contracts- Computers	3,719	5,230	5,200	-30	-0.6%
50221 Lease/Rent Of Buildings	65,000	70,000	70,000	0	0.0%
50280 Janitorial	6,132	5,075	6,200	1,125	22.2%
50400 Electric Services	5,781	6,000	6,000	0	0.0%
50402 Water Service	531	600	600	0	0.0%
50403 Sewer Service	590	540	600	60	11.1%
50404 Refuse Service	358	350	400	50	14.3%
50412 Telecommunications	4,859	9,960	9,000	-960	-9.6%
50431 Education and Training	4,901	0	0	0	0.0%
50432 Travel ( Extradition Of Prisoners )	3,024	5,000	5,000	0	0.0%
50450 Dues And Association Memberships	593	550	550	0	0.0%
50453 Freight Charges	646	1,500	1,500	0	0.0%
50459 Other Charges Miscellaneous	0	100	100	0	0.0%
50500 Office Supplies	0	0	250	250	100.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	486	1,000	1,000	0	0.0%
50507 Gasoline	59,299	75,780	101,280	25,500	33.7%
50509 Vehicle and Powered Equipment Supplies	0	3,500	3,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,032	2,500	2,000	-500	-20.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50512 Books and Subscriptions	3,684	3,577	3,700	123	3.4%
50514 Other Operating Supplies	1,018	1,338	1,220	-118	-8.8%
50517 Small Tools	321	500	500	0	0.0%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	1,726,986	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	7,445	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	951	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	1,942	0	0	0	0.0%
50842 Motor Vehicles and Equipment- Rehabilitation	130,186	70,000	70,000	0	0.0%
<b>Total Cost Center</b>	<b>2,186,764</b>	<b>387,000</b>	<b>502,500</b>	<b>115,500</b>	<b>29.8%</b>
<b>12037 Henrico Extraditions</b>					
50432 Travel ( Extradition Of Prisoners )	62,923	100,000	100,000	0	0.0%
<b>Total Cost Center</b>	<b>62,923</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>	<b>0.0%</b>

# MENTAL HEALTH & DEVELOPMENTAL SERVICES

## DESCRIPTION

The Department of Mental Health, Developmental, and Substance Use Disorder Services (MH/DS/SUD) provides community-based mental health, developmental, substance use, prevention, and early intervention services to the residents of Henrico, Charles City, and New Kent Counties, under the direction of the Henrico Area Mental Health & Developmental Services Board. The vision of the Department is:

**We strive for inclusive, healthy, safe communities where individuals and families live meaningful lives.**

The vision is carried out through a wide range of emergency, inpatient, outpatient, case management, day support, assertive community intervention, residential, prevention, jail based, and early intervention services.

## OBJECTIVES

- To provide emergency services 24 hours per day, seven days a week.
- To link people to protective inpatient services for individuals who are dangerous to themselves or to others or unable to care for themselves.
- To provide outpatient psychotherapy and related services to adults, youth and their families.
- To provide early intervention for infants and toddlers experiencing significant developmental delay.
- To provide ongoing support and treatment services to individuals with long-term mental illness, including case management, psychiatric treatment, crisis intervention, residential and day support services.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 32,166,869	\$ 36,845,146	\$ 42,446,360	15.2%
Operation	6,735,655	9,461,472	9,648,428	2.0%
Capital	358,657	0	0	0.0%
Total	<u>\$ 39,261,181</u>	<u>\$ 46,306,618</u>	<u>\$ 52,094,788</u>	<u>12.5%</u>
Personnel Complement*	216	219	219	0

\* - Three positions were approved in the FY23 budget to assist with efforts to prevent youth violence.

One vacant position was transferred from the Department's complement to Police to become a School Resource Officer.

A Director of Substance Use Disorder Services position is proposed in the FY24 budget.

Personnel Complement totals above do not include 190 Complement III positions.

**PERFORMANCE MEASURES**

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Individuals Served - MH/DS	9,175	9,200	9,500	300
Individuals Served - Mental Health	6,650	6,650	6,650	0
Individuals Served - Developmental	1,522	1,522	1,550	28
Individuals Served - Substance Abuse	595	700	800	100
Individuals Served - Early Intervention	1,110	1,110	1,200	90
Jail Inmates Served	1,679	1,700	1,700	0
Emergency Psychiatric Hosp. Screenings	1,506	1,500	1,400	(100)
Same Day Access Assessments	2,333	2,500	2,500	0
Integrated Primary Healthcare Encounters	1,266	1,200	1,300	100
Psychiatry Services	1,690	1,700	1,800	100

**OBJECTIVES (CONTINUED)**

- To provide case management, outpatient psychotherapy, in-home intervention and related services to children and their families.
- To provide medication assisted treatment to the chemically dependent.
- To provide outpatient treatment to adults and adolescents abusing alcohol and drugs.
- To provide evidence-based prevention services to youth and their families to prevent mental health problems, substance abuse and delinquency.
- To provide case management to individuals with developmental disabilities.
- To provide ongoing supportive services to individuals with intellectual disabilities, including residential, day support, employment or vocational, and case management services.
- To provide same day access where individuals seeking services walk in and receive an assessment by a licensed clinician.
- To provide primary health screening, monitoring and coordination of care.
- To meet all code requirements relating to emergency custody, temporary detention, involuntary commitment and mandatory outpatient treatment.

**BUDGET HIGHLIGHTS**

The State Department of Behavioral Health and Developmental Services (DBHDS) has identified four priority population groups for the Community Services Board system. MH/DS/SUD spends the majority of its funding serving these groups, which are: those with serious mental illness, those with developmental disabilities, those with

### *Mental Health & Development Services*

substance use disorders, and children and youth. Services to these priority populations are delivered directly by MH/DS/SUD and/or contracted through private vendors.

Each of these priority groups requires a continuum of care in order to achieve a better quality of life and avoid more costly services. The continuum of care for these populations may include psychiatric services, vocational or day support programs, intensive case management, outpatient care, housing, transportation, or inpatient care.

The Department's budget is divided into areas that mirror these priority groups. In Mental Health Services, persons with general mental health problems and those ordered by the courts and other correctional agencies for evaluation/treatment are also served in addition to those with serious mental illness.

Services in support of other county agencies are among the important contributions of this Department. These include services to Public Safety (Police, Fire, Sheriff, and Juvenile Detention) and on-site services to the Juvenile Court. Emergency Services are available to all residents of the three counties on a 7-day a week, 24-hour per day basis. The Emergency Services Program works closely with public safety personnel to address community safety issues. This division continues to train first responders in the Crisis Intervention Team (CIT) model and the Crisis Receiving Center at Parham Doctors Hospital operates 24 hours per day. Mental health and substance use disorder services are provided in both Henrico jail facilities and both detention facilities. The Department also provides extensive evaluations to local courts.

The Administrative Services section supports the Executive Director's office, the information systems, and the general business functions of the Department. The Department operates a large wide area network on which resides a client data and billing system in addition to general office software. Administrative Services includes office support staff at various locations, facilities management for 17 facilities, medical records management, quality assurance, human resources and financial management.

Sheltered Employment enables individuals with intellectual disabilities to work at jobs outside of their home and earn wages. This section operates Cypress Enterprises and Hermitage Enterprises.

## REVENUE HIGHLIGHTS

Fee revenue has been budgeted at \$13,981,005 for FY24, a 19.2% increase. Medicaid revenue increases \$2,184,900 due to rate increases for case management services and waiver services. Self-pay and insurance revenue is anticipated to increase \$65,700 primarily in outpatient services to youth and adults.

State performance contract revenue for FY24 is projected to be \$8,947,370, a 4.1% increase compared with FY23. Increases include STEP-VA (the Department of Behavioral Health and Developmental Services System Transformation Excellence and Performance Initiative) Ancillary \$80,000 and a cost-of-living increase being received in FY24 of \$272,956.

Federal Performance Contract revenue for FY24 is projected to remain the same as the FY23 approved budget.

Other State Fees are projected to increase 13.2% to \$596,524 in FY24, primarily due to an anticipated increase in payments for employment services funded by the Department of Aging and Rehabilitative Services.

### *Mental Health & Development Services*

Sheltered Employment revenue and expenditures are projected to be \$100,000 for FY24, 33.3% lower than FY23, to reflect the planned program transition away from sheltered workshop to community engagement.

The FY24 budget request includes a General Fund transfer of \$21,065,137. The contribution is a 9.3% increase over FY23 funding levels. The Henrico contribution represents 40.4% of MH/DS/SA funding. In addition, a use of \$1,147,995 in fund balance is also budgeted for this department.

A reserve of \$800,000 has been budgeted to cover anticipated grant funding. Funds from this reserve will only be appropriated when the funds are received and approved by the Office of Management and Budget.

## EXPENDITURE HIGHLIGHTS

The department's requested budget of \$52,094,788 is a 12.5% increase over the FY23 approved budget.

Personnel requirements are \$42,446,360, or 81.5%, of the total FY24 budget. Personnel increased \$5,601,214, or 15.2%, over the FY23 budget due to an 8.2% wage scale adjustment, the regrading of several classes of the department's positions, and the addition of the positions noted below. The agency added six complement III full time positions since the FY23 approved budget. The new positions are: an institutional physician and three case managers funded by fees and a case manager funded by a Virginia Housing grant. One nurse practitioner position was added and another was converted from a part-time position into a full-time position to meet increased needs in the jails, funded by a contract with the Sheriff. The regrades of case managers, clinicians, training assistants, therapists, clinical supervisors and program managers during FY23 are reflected in the FY24 budget.

A Director of Substance Use Disorder Services position will be added to the Department's complement. In the FY24 budget. The costs for that position are reflected in the narrative for the Opioid Abatement Authority, found elsewhere in this document.

Operating expenses are \$9,648,428, or 18.5% of the total FY24 budget request. The request for rent of facilities is \$757,927, increasing \$45,307, or 6.4%, from the approved FY23 budget.

## DAY SUPPORT SERVICES

Over the past twenty-six years, the County of Henrico has provided additional funding to Mental Health and Developmental Services Day Support programs to ensure that individuals who graduate from special education programs and other adults living in the community who need day support services will be served immediately upon completion of high school.

In FY24 it is anticipated that approximately one individual with intellectual disabilities, graduating from high school, will need the day support program. The cost of services for this graduate will be absorbed within the current day support budget.



*Mental Health & Development Services*

What follows is a list of additional funding received in prior years.

FY2023-24	Fully Funded
FY2022-23	Fully Funded
FY2021-22	Fully Funded
FY2020-21	\$25,850
FY2018-19	\$199,953
FY2017-18	Fully Funded
FY2016-17	\$34,000
FY2015-16	Fully Funded
FY2014-15	\$92,574
FY2013-14	\$125,435
FY2012-13	(\$100,000)
FY2011-12	\$21,130
FY2010-11	\$226,376
FY2009-10	\$126,650
FY2008-09	\$214,800
FY2007-08	\$147,000
FY2006-07	\$167,000
FY2005-06	Fully Funded
FY2004-05	\$199,000
FY2003-04	\$253,330
FY2002-03	\$192,935
FY2001-02	\$172,110
FY2000-01	\$200,790
FY1999-00	\$172,110



**Department Operating Budget  
Henrico County, Virginia  
FY 2023-24  
MENTAL HEALTH**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	22,434,296	25,728,372	30,070,803	4,342,431	16.9%
50101 Full-Time Salaries and Wages - Overtime	107,040	40,856	40,856	0	0.0%
50102 Part-Time Salaries and Wages- Regular	328,089	559,003	618,518	59,515	10.6%
50103 Part-Time Salaries and Wages- Overtime	5,199	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	702,815	879,703	839,643	-40,060	-4.6%
50108 Hybrid Disability Prgm (Prev Wage Adj)	95,646	56,243	56,243	0	0.0%
50109 Vacancy Savings	0	-1,017,171	-1,178,207	-161,036	-15.8%
50110 FICA	1,702,644	2,035,491	2,415,091	379,600	18.6%
50111 Retirement VRS	3,233,045	4,252,900	4,970,705	717,805	16.9%
50112 Hospital/Medical Plans	3,255,245	3,949,552	4,191,718	242,166	6.1%
50113 Group Insurance - Life (VRS)	297,486	360,197	420,990	60,793	16.9%
50114 Unemployment Insurance	5,364	0	0	0	0.0%
50200 Medical Services	936,814	495,296	504,688	9,392	1.9%
50203 Management Consulting	17,600	35,611	36,135	524	1.5%
50206 Hospitalization - Public and Private Institution	102,828	500,000	500,000	0	0.0%
50209 Other Professional Services	98,389	136,963	123,699	-13,264	-9.7%
50210 Maintenance and Repairs	127,005	85,118	79,520	-5,598	-6.6%
50211 Maintenance Service Contracts	64,662	305,319	305,990	671	0.2%
50220 Lease/Rent Of Equipment	37,356	38,813	40,299	1,486	3.8%
50221 Lease/Rent Of Buildings	726,372	712,620	757,927	45,307	6.4%
50240 Printing and Binding	6,979	12,510	12,560	50	0.4%
50250 Advertising	953	2,600	2,450	-150	-5.8%
50265 Field Trips	8,100	9,981	9,167	-814	-8.2%
50270 Other Contractual Services	1,605,846	2,600,754	2,621,204	20,450	0.8%
50280 Janitorial	59,742	76,816	77,272	456	0.6%
50285 Landscaping	52,587	56,209	57,598	1,389	2.5%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50286 Weed and Pest Control	8,387	10,547	10,506	-41	-0.4%
50310 Automotive/Motor Pool	346,596	352,539	367,361	14,822	4.2%
50400 Electric Services	215,756	211,392	230,860	19,468	9.2%
50401 Heating Services	48,786	48,956	51,652	2,696	5.5%
50402 Water Service	12,669	11,821	13,949	2,128	18.0%
50403 Sewer Service	14,172	12,752	15,607	2,855	22.4%
50404 Refuse Service	8,581	8,717	16,211	7,494	86.0%
50410 Postal Services	27,987	33,753	33,903	150	0.4%
50411 Messenger Services	293	425	475	50	11.8%
50412 Telecommunications	451,872	383,478	463,589	80,111	20.9%
50430 Mileage	27,019	66,496	72,144	5,648	8.5%
50431 Education and Training	35,277	48,764	64,865	16,101	33.0%
50450 Dues And Association Memberships	25,207	31,789	31,989	200	0.6%
50459 Other Charges Miscellaneous	3,737	825	850	25	3.0%
50500 Office Supplies	53,297	67,618	65,338	-2,280	-3.4%
50501 Food Supplies and Food Service Supplies	144,178	165,900	172,852	6,952	4.2%
50503 Medical and Laboratory Supplies	80,067	84,524	88,877	4,353	5.2%
50504 Laundry, Housekeeping, and Janitorial Supplies	25,164	27,650	27,800	150	0.5%
50505 Linen Supplies	112	1,750	1,650	-100	-5.7%
50512 Books and Subscriptions	6,750	6,895	6,955	60	0.9%
50513 Educational and Recreational Supplies	29,899	16,050	16,714	664	4.1%
50514 Other Operating Supplies	26,491	41,658	39,808	-1,850	-4.4%
50521 Computer Software	120,940	85,209	103,512	18,303	21.5%
50640 MH/DS Client Assistance	171,946	144,822	133,315	-11,507	-7.9%
50641 MH/DS Subsidy	257,254	452,423	444,829	-7,594	-1.7%
50642 MH/DS SA Residential Stays	36,765	56,948	56,948	0	0.0%
50643 MH/DS Structured Summer Placements for Kids	2,170	2,995	2,995	0	0.0%
50644 MH/DS OBRA	35,642	0	0	0	0.0%
50645 MH/DS Day Support	856,864	2,098,596	2,098,596	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50646 MH/DS Consumer Support Funds	20,225	45,404	45,404	0	0.0%
50648 MH/DS Respite	14,715	22,000	22,000	0	0.0%
50649 MH/DS Client Activity	2,206	4,600	6,665	2,065	44.9%
50650 MH/DS Detox	3,542	5,000	5,000	0	0.0%
50651 MH/DS Meth Treatment	2,016	14,406	14,406	0	0.0%
50805 Computer Equipment-New \$10,000 and Over	178,234	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	25,357	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	17,775	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	2,134	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	59,170	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	6,400	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	27,853	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	315	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	41,419	0	0	0	0.0%
50913 Payroll Offset for Inter-Departmental Services Rendered	-226,160	-173,840	-207,706	-33,866	-19.5%
<b>Total Department</b>	<b>39,261,181</b>	<b>46,306,618</b>	<b>52,094,788</b>	<b>5,788,170</b>	<b>12.5%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
MENTAL HEALTH**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>26101 Clinical Director</b>					
50100 Full-Time Salaries and Wages - Regular	119,781	131,404	156,250	24,846	18.9%
50109 Vacancy Savings	0	-4,951	-6,122	-1,171	-23.7%
50110 FICA	8,560	10,052	11,953	1,901	18.9%
50111 Retirement VRS	17,350	21,721	25,828	4,107	18.9%
50112 Hospital/Medical Plans	10,207	10,232	10,748	516	5.0%
50113 Group Insurance - Life (VRS)	1,610	1,840	2,188	348	18.9%
50203 Management Consulting	0	5,000	5,000	0	0.0%
50412 Telecommunications	583	600	600	0	0.0%
50430 Mileage	672	500	700	200	40.0%
50431 Education and Training	1,247	2,000	2,000	0	0.0%
50501 Food Supplies and Food Service Supplies	175	100	100	0	0.0%
50512 Books and Subscriptions	0	200	200	0	0.0%
50514 Other Operating Supplies	34	100	100	0	0.0%
50640 MH/DS Client Assistance	6,553	0	0	0	0.0%
<b>Total Cost Center</b>	<b>166,772</b>	<b>178,798</b>	<b>209,545</b>	<b>30,747</b>	<b>17.2%</b>
<b>26102 LTMI Services</b>					
50100 Full-Time Salaries and Wages - Regular	3,346,488	4,288,729	4,820,999	532,270	12.4%
50101 Full-Time Salaries and Wages - Overtime	8,842	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	78,470	125,103	125,103	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	14,957	0	0	0	0.0%
50109 Vacancy Savings	0	-175,229	-188,891	-13,662	-7.8%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	256,719	337,658	378,377	40,719	12.1%
50111 Retirement VRS	484,142	708,927	796,911	87,984	12.4%
50112 Hospital/Medical Plans	448,061	670,707	681,423	10,716	1.6%
50113 Group Insurance - Life (VRS)	44,339	60,042	67,494	7,452	12.4%
50200 Medical Services	104,977	0	0	0	0.0%
50209 Other Professional Services	17,688	30,556	27,540	-3,016	-9.9%
50240 Printing and Binding	25	800	800	0	0.0%
50270 Other Contractual Services	2,247	500	500	0	0.0%
50310 Automotive/Motor Pool	59,295	20,596	21,614	1,018	4.9%
50412 Telecommunications	39,273	43,344	44,772	1,428	3.3%
50430 Mileage	1,504	3,781	2,156	-1,625	-43.0%
50431 Education and Training	1,907	7,050	6,705	-345	-4.9%
50450 Dues And Association Memberships	50	50	50	0	0.0%
50500 Office Supplies	252	1,050	1,050	0	0.0%
50501 Food Supplies and Food Service Supplies	2,434	3,500	3,500	0	0.0%
50503 Medical and Laboratory Supplies	12,166	7,000	7,210	210	3.0%
50512 Books and Subscriptions	69	300	300	0	0.0%
50514 Other Operating Supplies	541	1,575	1,600	25	1.6%
50640 MH/DS Client Assistance	63,520	102,624	91,117	-11,507	-11.2%
50641 MH/DS Subsidy	237,142	427,804	424,804	-3,000	-0.7%
50649 MH/DS Client Activity	825	1,000	3,000	2,000	200.0%
50815 Computer Equipment-New Less Than \$10,000	3,804	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	100	0	0	0	0.0%
<b>Total Cost Center</b>	<b>5,229,837</b>	<b>6,667,467</b>	<b>7,318,134</b>	<b>650,667</b>	<b>9.8%</b>

## 26103 Youth and Family

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50100 Full-Time Salaries and Wages - Regular	1,714,059	2,020,082	2,448,567	428,485	21.2%
50104 Temporary Salaries and Wages - Regular	2,898	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	11,283	0	0	0	0.0%
50109 Vacancy Savings	0	-74,145	-95,937	-21,792	-29.4%
50110 FICA	123,563	154,536	187,315	32,779	21.2%
50111 Retirement VRS	249,822	333,920	404,748	70,828	21.2%
50112 Hospital/Medical Plans	271,498	306,960	322,440	15,480	5.0%
50113 Group Insurance - Life (VRS)	23,052	28,281	34,280	5,999	21.2%
50203 Management Consulting	17,600	20,100	20,100	0	0.0%
50209 Other Professional Services	17,493	23,614	25,122	1,508	6.4%
50240 Printing and Binding	123	585	585	0	0.0%
50265 Field Trips	0	200	200	0	0.0%
50270 Other Contractual Services	0	250	250	0	0.0%
50310 Automotive/Motor Pool	0	3,027	3,657	630	20.8%
50412 Telecommunications	13,403	14,148	13,860	-288	-2.0%
50430 Mileage	1,966	6,399	6,399	0	0.0%
50431 Education and Training	3,652	5,900	10,150	4,250	72.0%
50459 Other Charges Miscellaneous	0	400	400	0	0.0%
50500 Office Supplies	0	100	100	0	0.0%
50501 Food Supplies and Food Service Supplies	1,365	3,560	3,575	15	0.4%
50503 Medical and Laboratory Supplies	3,347	450	3,950	3,500	777.8%
50512 Books and Subscriptions	84	675	675	0	0.0%
50513 Educational and Recreational Supplies	941	3,250	3,250	0	0.0%
50514 Other Operating Supplies	507	850	850	0	0.0%
50521 Computer Software	0	183	183	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50640 MH/DS Client Assistance	0	2,050	2,050	0	0.0%
50643 MH/DS Structured Summer Placements for Kids	2,170	2,995	2,995	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	3,804	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,462,630</b>	<b>2,858,370</b>	<b>3,399,764</b>	<b>541,394</b>	<b>18.9%</b>
<b>26104 Prevention Services</b>					
50100 Full-Time Salaries and Wages - Regular	441,760	592,783	666,142	73,359	12.4%
50104 Temporary Salaries and Wages - Regular	19,829	23,956	23,956	0	0.0%
50109 Vacancy Savings	0	-20,629	-26,100	-5,471	-26.5%
50110 FICA	33,850	47,180	52,793	5,613	11.9%
50111 Retirement VRS	58,218	97,987	110,113	12,126	12.4%
50112 Hospital/Medical Plans	53,398	71,624	75,236	3,612	5.0%
50113 Group Insurance - Life (VRS)	5,210	8,299	9,326	1,027	12.4%
50240 Printing and Binding	0	500	500	0	0.0%
50265 Field Trips	8,078	9,581	8,867	-714	-7.5%
50270 Other Contractual Services	128,437	6,284	6,284	0	0.0%
50412 Telecommunications	7,847	8,800	8,200	-600	-6.8%
50430 Mileage	237	3,750	3,250	-500	-13.3%
50431 Education and Training	2,399	300	871	571	190.3%
50450 Dues And Association Memberships	464	300	300	0	0.0%
50500 Office Supplies	34	800	500	-300	-37.5%
50501 Food Supplies and Food Service Supplies	7,687	5,420	5,970	550	10.1%
50512 Books and Subscriptions	0	150	150	0	0.0%
50513 Educational and Recreational Supplies	25,265	4,500	4,964	464	10.3%
50514 Other Operating Supplies	340	0	0	0	0.0%
50521 Computer Software	0	183	0	-183	-100.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50640 MH/DS Client Assistance	531	600	600	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	9,165	0	0	0	0.0%
<b>Total Cost Center</b>	<b>802,749</b>	<b>862,368</b>	<b>951,922</b>	<b>89,554</b>	<b>10.4%</b>
<b>26105 Providence Forge Outpatient Center</b>					
50100 Full-Time Salaries and Wages - Regular	218,486	280,977	337,904	56,927	20.3%
50108 Hybrid Disability Prgm (Prev Wage Adj)	684	0	0	0	0.0%
50109 Vacancy Savings	0	-10,586	-13,240	-2,654	-25.1%
50110 FICA	16,229	21,495	25,850	4,355	20.3%
50111 Retirement VRS	31,846	46,445	55,856	9,411	20.3%
50112 Hospital/Medical Plans	25,130	40,928	42,992	2,064	5.0%
50113 Group Insurance - Life (VRS)	2,907	3,934	4,731	797	20.3%
50240 Printing and Binding	0	50	50	0	0.0%
50412 Telecommunications	1,926	1,944	1,944	0	0.0%
50430 Mileage	305	2,000	2,000	0	0.0%
50431 Education and Training	0	200	200	0	0.0%
50459 Other Charges Miscellaneous	0	100	100	0	0.0%
50500 Office Supplies	0	300	300	0	0.0%
50512 Books and Subscriptions	0	100	100	0	0.0%
50514 Other Operating Supplies	0	300	300	0	0.0%
<b>Total Cost Center</b>	<b>297,513</b>	<b>388,187</b>	<b>459,087</b>	<b>70,900</b>	<b>18.3%</b>
<b>26106 Emergency Services</b>					
50100 Full-Time Salaries and Wages - Regular	1,393,812	1,650,402	1,993,800	343,398	20.8%
50102 Part-Time Salaries and Wages-Regular	51,587	61,171	70,229	9,058	14.8%
50104 Temporary Salaries and Wages - Regular	32,272	85,121	79,073	-6,048	-7.1%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,975	0	0	0	0.0%
50109 Vacancy Savings	0	-64,425	-78,119	-13,694	-21.3%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	107,524	137,447	163,947	26,500	19.3%
50111 Retirement VRS	201,199	272,811	329,575	56,764	20.8%
50112 Hospital/Medical Plans	160,090	236,359	247,204	10,845	4.6%
50113 Group Insurance - Life (VRS)	18,671	23,106	27,913	4,807	20.8%
50206 Hospitalization - Public and Private Institution	102,828	500,000	500,000	0	0.0%
50209 Other Professional Services	10,778	27,600	27,600	0	0.0%
50220 Lease/Rent Of Equipment	2,303	2,304	2,304	0	0.0%
50240 Printing and Binding	465	1,000	1,350	350	35.0%
50270 Other Contractual Services	349,275	433,200	432,500	-700	-0.2%
50412 Telecommunications	14,723	15,866	15,933	67	0.4%
50430 Mileage	1,304	7,950	15,050	7,100	89.3%
50431 Education and Training	3,150	1,500	5,700	4,200	280.0%
50459 Other Charges Miscellaneous	0	250	250	0	0.0%
50500 Office Supplies	0	800	800	0	0.0%
50501 Food Supplies and Food Service Supplies	224	750	750	0	0.0%
50512 Books and Subscriptions	19	150	150	0	0.0%
50513 Educational and Recreational Supplies	0	500	500	0	0.0%
50514 Other Operating Supplies	331	2,750	3,250	500	18.2%
50521 Computer Software	0	183	183	0	0.0%
50640 MH/DS Client Assistance	1,657	2,700	2,700	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	50	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,902	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,457,139</b>	<b>3,399,495</b>	<b>3,842,642</b>	<b>443,147</b>	<b>13.0%</b>
<b>26107 Substance Abuse</b>					
50100 Full-Time Salaries and Wages - Regular	1,439,650	1,541,398	1,852,459	311,061	20.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50101 Full-Time Salaries and Wages - Overtime	65	0	0	0	0.0%
50102 Part-Time Salaries and Wages-Regular	88,490	200,340	166,784	-33,556	-16.7%
50104 Temporary Salaries and Wages - Regular	36,955	25,078	25,078	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	16,327	0	0	0	0.0%
50109 Vacancy Savings	0	-65,350	-72,582	-7,232	-11.1%
50110 FICA	115,213	135,161	156,391	21,230	15.7%
50111 Retirement VRS	211,572	254,793	306,212	51,419	20.2%
50112 Hospital/Medical Plans	204,430	222,546	243,333	20,787	9.3%
50113 Group Insurance - Life (VRS)	19,479	21,580	25,934	4,354	20.2%
50200 Medical Services	222,623	750	750	0	0.0%
50209 Other Professional Services	7,855	18,000	18,000	0	0.0%
50240 Printing and Binding	180	300	300	0	0.0%
50270 Other Contractual Services	36,200	266,721	206,721	-60,000	-22.5%
50310 Automotive/Motor Pool	0	4,027	470	-3,557	-88.3%
50412 Telecommunications	11,572	8,292	10,236	1,944	23.4%
50430 Mileage	1,307	3,200	3,650	450	14.1%
50431 Education and Training	2,120	5,000	5,500	500	10.0%
50500 Office Supplies	19	650	650	0	0.0%
50501 Food Supplies and Food Service Supplies	339	350	350	0	0.0%
50503 Medical and Laboratory Supplies	6,506	1,936	1,936	0	0.0%
50512 Books and Subscriptions	5,392	1,150	1,150	0	0.0%
50514 Other Operating Supplies	15	1,000	1,000	0	0.0%
50640 MH/DS Client Assistance	74,348	8,348	8,348	0	0.0%
50642 MH/DS SA Residential Stays	36,765	56,948	56,948	0	0.0%
50650 MH/DS Detox	3,542	5,000	5,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50651 MH/DS Meth Treatment	2,016	14,406	14,406	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	5,706	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,548,686</b>	<b>2,731,624</b>	<b>3,039,024</b>	<b>307,400</b>	<b>11.3%</b>
<b>26108 Medical Services</b>					
50100 Full-Time Salaries and Wages - Regular	2,035,144	2,207,106	2,819,586	612,480	27.8%
50101 Full-Time Salaries and Wages - Overtime	241	0	0	0	0.0%
50102 Part-Time Salaries and Wages-Regular	43,260	63,261	68,489	5,228	8.3%
50104 Temporary Salaries and Wages - Regular	4,764	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,652	0	0	0	0.0%
50109 Vacancy Savings	0	-83,910	-110,474	-26,564	-31.7%
50110 FICA	122,630	130,893	220,938	90,045	68.8%
50111 Retirement VRS	291,908	364,835	466,078	101,243	27.8%
50112 Hospital/Medical Plans	149,436	160,643	182,286	21,643	13.5%
50113 Group Insurance - Life (VRS)	26,851	30,899	39,474	8,575	27.8%
50200 Medical Services	13,822	18,840	18,132	-708	-3.8%
50209 Other Professional Services	1,193	2,475	1,229	-1,246	-50.3%
50270 Other Contractual Services	89,960	0	4,908	4,908	100.0%
50280 Janitorial	1,278	2,037	1,316	-721	-35.4%
50310 Automotive/Motor Pool	0	3,027	3,027	0	0.0%
50412 Telecommunications	19,391	27,652	29,224	1,572	5.7%
50430 Mileage	724	618	550	-68	-11.0%
50431 Education and Training	2,319	1,064	1,064	0	0.0%
50450 Dues And Association Memberships	360	0	0	0	0.0%
50500 Office Supplies	-64	0	0	0	0.0%
50503 Medical and Laboratory Supplies	54,638	64,688	65,381	693	1.1%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	36	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	65	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,863,608</b>	<b>2,994,128</b>	<b>3,811,208</b>	<b>817,080</b>	<b>27.3%</b>
<b>26110 Short Term Outpatient Services</b>					
50100 Full-Time Salaries and Wages - Regular	1,095,604	1,304,749	1,508,981	204,232	15.7%
50102 Part-Time Salaries and Wages-Regular	0	0	38,114	38,114	100.0%
50104 Temporary Salaries and Wages - Regular	16,520	5,142	5,142	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	6,934	0	0	0	0.0%
50109 Vacancy Savings	0	-49,321	-59,124	-9,803	-19.9%
50110 FICA	81,816	100,207	118,746	18,539	18.5%
50111 Retirement VRS	158,221	215,675	249,435	33,760	15.7%
50112 Hospital/Medical Plans	139,401	173,944	182,716	8,772	5.0%
50113 Group Insurance - Life (VRS)	14,661	18,266	21,126	2,860	15.7%
50200 Medical Services	28,925	14,606	14,606	0	0.0%
50209 Other Professional Services	22,091	11,508	11,508	0	0.0%
50240 Printing and Binding	25	175	175	0	0.0%
50412 Telecommunications	3,243	2,688	2,688	0	0.0%
50430 Mileage	956	1,500	1,500	0	0.0%
50431 Education and Training	1,260	3,250	5,375	2,125	65.4%
50501 Food Supplies and Food Service Supplies	46	0	306	306	100.0%
50503 Medical and Laboratory Supplies	264	3,500	3,500	0	0.0%
50512 Books and Subscriptions	0	700	700	0	0.0%
50514 Other Operating Supplies	0	200	200	0	0.0%
50640 MH/DS Client Assistance	120	500	500	0	0.0%
<b>Total Cost Center</b>	<b>1,570,087</b>	<b>1,807,289</b>	<b>2,106,194</b>	<b>298,905</b>	<b>16.5%</b>

**26111 Collaborative Recovery Services**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50100 Full-Time Salaries and Wages - Regular	1,097,586	1,248,930	1,425,384	176,454	14.1%
50101 Full-Time Salaries and Wages - Overtime	393	1,000	1,000	0	0.0%
50102 Part-Time Salaries and Wages-Regular	0	16,627	19,771	3,144	18.9%
50104 Temporary Salaries and Wages - Regular	32,250	32,621	32,621	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	4,898	0	0	0	0.0%
50109 Vacancy Savings	0	-48,643	-55,848	-7,205	-14.8%
50110 FICA	81,867	99,311	113,126	13,815	13.9%
50111 Retirement VRS	157,076	206,448	235,616	29,168	14.1%
50112 Hospital/Medical Plans	186,439	214,872	225,708	10,836	5.0%
50113 Group Insurance - Life (VRS)	14,330	17,485	19,955	2,470	14.1%
50209 Other Professional Services	200	258	400	142	55.0%
50210 Maintenance and Repairs	2,636	3,500	3,500	0	0.0%
50211 Maintenance Service Contracts	300	232	232	0	0.0%
50221 Lease/Rent Of Buildings	2,319	5,327	5,327	0	0.0%
50240 Printing and Binding	25	0	0	0	0.0%
50280 Janitorial	846	1,700	1,700	0	0.0%
50285 Landscaping	4,183	4,680	4,680	0	0.0%
50286 Weed and Pest Control	440	492	492	0	0.0%
50310 Automotive/Motor Pool	0	3,027	0	-3,027	-100.0%
50400 Electric Services	17,131	19,121	18,331	-790	-4.1%
50401 Heating Services	2,887	3,684	3,720	36	1.0%
50402 Water Service	3,056	3,386	3,368	-18	-0.5%
50403 Sewer Service	3,693	3,917	4,071	154	3.9%
50404 Refuse Service	1,428	1,591	1,786	195	12.3%
50410 Postal Services	79	125	125	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50412 Telecommunications	27,137	25,473	27,346	1,873	7.4%
50430 Mileage	661	1,975	1,975	0	0.0%
50431 Education and Training	912	1,700	1,700	0	0.0%
50450 Dues And Association Memberships	0	560	560	0	0.0%
50500 Office Supplies	134	350	350	0	0.0%
50501 Food Supplies and Food Service Supplies	36,937	49,250	50,250	1,000	2.0%
50503 Medical and Laboratory Supplies	2	50	50	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	15,151	16,350	16,400	50	0.3%
50505 Linen Supplies	112	1,000	1,000	0	0.0%
50512 Books and Subscriptions	120	300	300	0	0.0%
50513 Educational and Recreational Supplies	210	300	300	0	0.0%
50514 Other Operating Supplies	1,086	2,150	2,275	125	5.8%
50649 MH/DS Client Activity	429	1,600	1,600	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	202	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	1,902	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	4,943	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,704,000</b>	<b>1,940,749</b>	<b>2,169,171</b>	<b>228,422</b>	<b>11.8%</b>
<b>26201 Community Support Services Director</b>					
50100 Full-Time Salaries and Wages - Regular	208,065	190,380	205,138	14,758	7.8%
50109 Vacancy Savings	0	-7,172	-8,038	-866	-12.1%
50110 FICA	15,902	14,564	15,693	1,129	7.8%
50111 Retirement VRS	22,711	31,470	33,909	2,439	7.8%
50112 Hospital/Medical Plans	12,876	20,464	21,496	1,032	5.0%
50113 Group Insurance - Life (VRS)	2,099	2,665	2,872	207	7.8%
50200 Medical Services	0	2,800	2,800	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50209 Other Professional Services	605	0	0	0	0.0%
50240 Printing and Binding	139	250	250	0	0.0%
50270 Other Contractual Services	1,314	0	0	0	0.0%
50412 Telecommunications	963	972	600	-372	-38.3%
50430 Mileage	1,525	2,450	2,450	0	0.0%
50431 Education and Training	1,361	2,000	2,000	0	0.0%
50450 Dues And Association Memberships	225	1,074	1,074	0	0.0%
50501 Food Supplies and Food Service Supplies	433	350	350	0	0.0%
50512 Books and Subscriptions	0	200	200	0	0.0%
50514 Other Operating Supplies	466	700	700	0	0.0%
50640 MH/DS Client Assistance	13,143	0	0	0	0.0%
50913 Payroll Offset for Inter-Departmental Services Rendered	-1,314	0	0	0	0.0%
<b>Total Cost Center</b>	<b>280,513</b>	<b>263,167</b>	<b>281,494</b>	<b>18,327</b>	<b>7.0%</b>
<b>26202 Early Intervention Services</b>					
50100 Full-Time Salaries and Wages - Regular	816,557	885,301	1,049,090	163,789	18.5%
50104 Temporary Salaries and Wages - Regular	26,411	45,874	45,874	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,161	0	0	0	0.0%
50109 Vacancy Savings	0	-34,834	-41,105	-6,271	-18.0%
50110 FICA	59,185	71,235	83,765	12,530	17.6%
50111 Retirement VRS	119,124	146,340	173,415	27,075	18.5%
50112 Hospital/Medical Plans	150,433	143,248	150,472	7,224	5.0%
50113 Group Insurance - Life (VRS)	10,953	12,394	14,687	2,293	18.5%
50200 Medical Services	565,863	457,900	468,000	10,100	2.2%
50240 Printing and Binding	0	1,600	1,600	0	0.0%
50270 Other Contractual Services	188,420	134,000	140,700	6,700	5.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50280 Janitorial	0	700	700	0	0.0%
50412 Telecommunications	8,293	8,400	8,400	0	0.0%
50430 Mileage	605	8,500	8,600	100	1.2%
50431 Education and Training	1,137	500	1,400	900	180.0%
50500 Office Supplies	0	200	250	50	25.0%
50501 Food Supplies and Food Service Supplies	32	1,500	1,500	0	0.0%
50503 Medical and Laboratory Supplies	893	2,100	2,200	100	4.8%
50512 Books and Subscriptions	0	1,000	1,110	110	11.0%
50513 Educational and Recreational Supplies	577	4,200	4,350	150	3.6%
50514 Other Operating Supplies	564	600	650	50	8.3%
50913 Payroll Offset for Inter-Departmental Services Rendered	-179,570	-145,840	-167,706	-21,866	-15.0%
<b>Total Cost Center</b>	<b>1,771,638</b>	<b>1,744,918</b>	<b>1,947,952</b>	<b>203,034</b>	<b>11.6%</b>
<b>26203 Community Support Teams</b>					
50100 Full-Time Salaries and Wages - Regular	2,169,272	2,327,911	2,880,222	552,311	23.7%
50101 Full-Time Salaries and Wages - Overtime	5,036	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	105,532	139,915	139,915	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	4,999	0	0	0	0.0%
50109 Vacancy Savings	0	-92,220	-112,850	-20,630	-22.4%
50110 FICA	170,797	188,789	231,040	42,251	22.4%
50111 Retirement VRS	310,159	384,804	476,101	91,297	23.7%
50112 Hospital/Medical Plans	360,435	409,280	451,416	42,136	10.3%
50113 Group Insurance - Life (VRS)	28,607	32,591	40,323	7,732	23.7%
50209 Other Professional Services	34	0	0	0	0.0%
50240 Printing and Binding	850	200	200	0	0.0%
50270 Other Contractual Services	0	0	2,000	2,000	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50412 Telecommunications	25,795	25,488	27,144	1,656	6.5%
50430 Mileage	2,814	8,002	6,201	-1,801	-22.5%
50431 Education and Training	50	400	400	0	0.0%
50500 Office Supplies	0	50	50	0	0.0%
50514 Other Operating Supplies	113	100	100	0	0.0%
50640 MH/DS Client Assistance	8,030	25,000	25,000	0	0.0%
50641 MH/DS Subsidy	11,028	15,619	11,025	-4,594	-29.4%
50645 MH/DS Day Support	856,864	2,098,596	2,098,596	0	0.0%
50646 MH/DS Consumer Support Funds	20,225	45,404	45,404	0	0.0%
50648 MH/DS Respite	14,715	22,000	22,000	0	0.0%
<b>Total Cost Center</b>	<b>4,095,355</b>	<b>5,631,929</b>	<b>6,344,287</b>	<b>712,358</b>	<b>12.6%</b>

**26204 Community and Residential Resources Team**

50100 Full-Time Salaries and Wages - Regular	856,747	1,001,779	1,184,543	182,764	18.2%
50101 Full-Time Salaries and Wages - Overtime	74,099	0	0	0	0.0%
50102 Part-Time Salaries and Wages-Regular	65,659	133,935	164,547	30,612	22.9%
50103 Part-Time Salaries and Wages-Overtime	5,026	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	144,694	71,789	71,789	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,592	0	0	0	0.0%
50109 Vacancy Savings	0	-44,385	-46,412	-2,027	-4.6%
50110 FICA	85,608	92,374	108,697	16,323	17.7%
50111 Retirement VRS	120,503	165,594	195,805	30,211	18.2%
50112 Hospital/Medical Plans	148,983	225,104	236,456	11,352	5.0%
50113 Group Insurance - Life (VRS)	11,111	14,025	16,584	2,559	18.2%
50209 Other Professional Services	1,600	1,032	1,600	568	55.0%
50210 Maintenance and Repairs	51,248	15,800	15,800	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50211 Maintenance Service Contracts	825	928	928	0	0.0%
50221 Lease/Rent Of Buildings	22,934	18,044	18,918	874	4.8%
50280 Janitorial	3,266	7,500	7,500	0	0.0%
50285 Landscaping	18,308	19,066	19,735	669	3.5%
50286 Weed and Pest Control	1,743	1,968	1,968	0	0.0%
50400 Electric Services	11,546	14,541	12,354	-2,187	-15.0%
50401 Heating Services	2,224	2,878	2,948	70	2.4%
50402 Water Service	3,118	3,746	3,438	-308	-8.2%
50403 Sewer Service	3,585	4,079	3,952	-127	-3.1%
50404 Refuse Service	1,473	1,582	2,105	523	33.1%
50412 Telecommunications	20,341	24,367	24,616	249	1.0%
50430 Mileage	744	700	600	-100	-14.3%
50431 Education and Training	325	400	300	-100	-25.0%
50450 Dues And Association Memberships	40	95	95	0	0.0%
50500 Office Supplies	0	540	540	0	0.0%
50501 Food Supplies and Food Service Supplies	84,340	91,020	95,551	4,531	5.0%
50503 Medical and Laboratory Supplies	1,152	2,500	2,350	-150	-6.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	66	900	850	-50	-5.6%
50505 Linen Supplies	0	750	650	-100	-13.3%
50514 Other Operating Supplies	1,106	2,600	2,000	-600	-23.1%
50640 MH/DS Client Assistance	0	1,000	1,000	0	0.0%
50649 MH/DS Client Activity	70	400	350	-50	-12.5%
50812 Furniture and Fixtures-New Less Than \$10,000	669	0	0	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	4,697	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	5,424	0	0	0	0.0%

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>Total Cost Center</b>	<b>1,754,866</b>	<b>1,876,651</b>	<b>2,152,157</b>	<b>275,506</b>	<b>14.7%</b>
<b>26205 Day Support</b>					
50100 Full-Time Salaries and Wages - Regular	2,152,987	2,313,497	2,557,389	243,892	10.5%
50101 Full-Time Salaries and Wages - Overtime	7,573	0	0	0	0.0%
50102 Part-Time Salaries and Wages-Regular	29,103	31,311	33,899	2,588	8.3%
50103 Part-Time Salaries and Wages-Overtime	131	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	76,070	235,995	201,983	-34,012	-14.4%
50108 Hybrid Disability Prgm (Prev Wage Adj)	8,646	0	0	0	0.0%
50109 Vacancy Savings	0	-95,791	-100,201	-4,410	-4.6%
50110 FICA	162,301	197,431	213,685	16,254	8.2%
50111 Retirement VRS	314,967	382,421	422,736	40,315	10.5%
50112 Hospital/Medical Plans	384,237	410,303	430,995	20,692	5.0%
50113 Group Insurance - Life (VRS)	29,058	32,389	35,803	3,414	10.5%
50209 Other Professional Services	0	1,000	1,000	0	0.0%
50210 Maintenance and Repairs	309	2,000	1,500	-500	-25.0%
50211 Maintenance Service Contracts	0	2,100	2,100	0	0.0%
50240 Printing and Binding	131	1,050	750	-300	-28.6%
50250 Advertising	539	1,100	950	-150	-13.6%
50265 Field Trips	22	200	100	-100	-50.0%
50270 Other Contractual Services	16,680	17,000	17,500	500	2.9%
50411 Messenger Services	90	50	100	50	100.0%
50412 Telecommunications	13,782	13,800	13,800	0	0.0%
50430 Mileage	5,187	5,500	5,675	175	3.2%
50431 Education and Training	720	2,550	6,500	3,950	154.9%
50450 Dues And Association Memberships	2,900	3,750	3,950	200	5.3%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	27	300	300	0	0.0%
50501 Food Supplies and Food Service Supplies	4,382	5,750	6,300	550	9.6%
50503 Medical and Laboratory Supplies	814	1,200	1,200	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	788	800	800	0	0.0%
50512 Books and Subscriptions	0	150	100	-50	-33.3%
50513 Educational and Recreational Supplies	2,906	3,300	3,350	50	1.5%
50514 Other Operating Supplies	8,051	18,200	15,900	-2,300	-12.6%
50640 MH/DS Client Assistance	44	0	0	0	0.0%
50649 MH/DS Client Activity	882	1,600	1,715	115	7.2%
50811 Machinery and Equipment-New Less Than \$10,000	6,952	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	3,790	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	851	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%
50913 Payroll Offset for Inter-Departmental Services Rendered	-45,276	-28,000	-40,000	-12,000	-42.9%
<b>Total Cost Center</b>	<b>3,189,694</b>	<b>3,560,956</b>	<b>3,839,879</b>	<b>278,923</b>	<b>7.8%</b>
<b>26206 MH/DS/SA Quality Assurance</b>					
50100 Full-Time Salaries and Wages - Regular	372,011	398,576	431,515	32,939	8.3%
50109 Vacancy Savings	0	-15,016	-16,907	-1,891	-12.6%
50110 FICA	27,323	30,491	33,011	2,520	8.3%
50111 Retirement VRS	54,020	65,885	71,329	5,444	8.3%
50112 Hospital/Medical Plans	35,275	40,928	42,992	2,064	5.0%
50113 Group Insurance - Life (VRS)	4,992	5,580	6,041	461	8.3%
50240 Printing and Binding	68	750	750	0	0.0%
50270 Other Contractual Services	22,560	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50412 Telecommunications	58	1,572	1,800	228	14.5%
50430 Mileage	487	1,000	1,000	0	0.0%
50431 Education and Training	796	1,000	1,000	0	0.0%
50501 Food Supplies and Food Service Supplies	76	750	750	0	0.0%
50503 Medical and Laboratory Supplies	61	500	500	0	0.0%
50512 Books and Subscriptions	1,066	1,150	1,150	0	0.0%
50514 Other Operating Supplies	590	600	600	0	0.0%
<b>Total Cost Center</b>	<b>519,383</b>	<b>533,766</b>	<b>575,531</b>	<b>41,765</b>	<b>7.8%</b>
<b>26207 ID Eligibility</b>					
50100 Full-Time Salaries and Wages - Regular	362,309	378,779	512,010	133,231	35.2%
50101 Full-Time Salaries and Wages - Overtime	2,677	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	6,898	10,194	10,194	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	299	0	0	0	0.0%
50109 Vacancy Savings	0	-14,599	-20,061	-5,462	-37.4%
50110 FICA	27,662	29,756	39,949	10,193	34.3%
50111 Retirement VRS	52,691	62,612	84,635	22,023	35.2%
50112 Hospital/Medical Plans	50,666	51,160	64,488	13,328	26.1%
50113 Group Insurance - Life (VRS)	4,870	5,303	7,168	1,865	35.2%
50209 Other Professional Services	878	1,500	1,500	0	0.0%
50210 Maintenance and Repairs	6,682	0	0	0	0.0%
50240 Printing and Binding	0	200	200	0	0.0%
50412 Telecommunications	3,046	3,000	3,000	0	0.0%
50430 Mileage	874	1,250	1,250	0	0.0%
50431 Education and Training	0	200	200	0	0.0%
50500 Office Supplies	454	450	450	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	33	450	450	0	0.0%
50640 MH/DS Client Assistance	4,000	0	0	0	0.0%
50641 MH/DS Subsidy	9,084	9,000	9,000	0	0.0%
50644 MH/DS OBRA	35,642	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	3,088	0	0	0	0.0%
<b>Total Cost Center</b>	<b>571,853</b>	<b>539,255</b>	<b>714,433</b>	<b>175,178</b>	<b>32.5%</b>
<b>26208 DD Case Management</b>					
50100 Full-Time Salaries and Wages - Regular	114,275	134,483	123,269	-11,214	-8.3%
50104 Temporary Salaries and Wages - Regular	33,760	20,388	20,388	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	252	0	0	0	0.0%
50109 Vacancy Savings	0	-5,725	-4,830	895	15.6%
50110 FICA	11,172	11,848	10,990	-858	-7.2%
50111 Retirement VRS	15,034	22,230	20,376	-1,854	-8.3%
50112 Hospital/Medical Plans	12,355	20,464	21,496	1,032	5.0%
50113 Group Insurance - Life (VRS)	1,389	1,883	1,726	-157	-8.3%
50240 Printing and Binding	0	100	100	0	0.0%
50270 Other Contractual Services	165,984	153,916	208,008	54,092	35.1%
50412 Telecommunications	2,128	2,172	600	-1,572	-72.4%
50430 Mileage	0	733	500	-233	-31.8%
50431 Education and Training	0	450	250	-200	-44.4%
50640 MH/DS Client Assistance	0	2,000	2,000	0	0.0%
<b>Total Cost Center</b>	<b>356,349</b>	<b>364,942</b>	<b>404,873</b>	<b>39,931</b>	<b>10.9%</b>
<b>26301 Executive Director</b>					
50100 Full-Time Salaries and Wages - Regular	171,257	211,307	251,035	39,728	18.8%
50104 Temporary Salaries and Wages - Regular	89	0	0	0	0.0%
50109 Vacancy Savings	0	-7,961	-9,836	-1,875	-23.6%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	12,755	16,165	19,204	3,039	18.8%
50111 Retirement VRS	24,697	34,929	41,496	6,567	18.8%
50112 Hospital/Medical Plans	15,645	20,464	21,496	1,032	5.0%
50113 Group Insurance - Life (VRS)	2,282	2,958	3,514	556	18.8%
50240 Printing and Binding	706	1,000	1,000	0	0.0%
50270 Other Contractual Services	384	0	0	0	0.0%
50412 Telecommunications	983	600	600	0	0.0%
50430 Mileage	1,489	2,500	2,500	0	0.0%
50431 Education and Training	3,278	6,000	6,000	0	0.0%
50450 Dues And Association Memberships	20,958	25,600	25,600	0	0.0%
50500 Office Supplies	6	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	2,097	2,000	2,000	0	0.0%
50512 Books and Subscriptions	0	200	200	0	0.0%
50514 Other Operating Supplies	834	750	750	0	0.0%
<b>Total Cost Center</b>	<b>257,460</b>	<b>316,512</b>	<b>365,559</b>	<b>49,047</b>	<b>15.5%</b>
<b>26302 Finance and Administration Director</b>					
50100 Full-Time Salaries and Wages - Regular	132,610	140,978	152,629	11,651	8.3%
50109 Vacancy Savings	0	-5,311	-5,980	-669	-12.6%
50110 FICA	9,699	10,785	11,676	891	8.3%
50111 Retirement VRS	19,246	23,304	25,230	1,926	8.3%
50112 Hospital/Medical Plans	12,624	10,232	10,748	516	5.0%
50113 Group Insurance - Life (VRS)	1,779	1,974	2,137	163	8.3%
50412 Telecommunications	583	600	600	0	0.0%
50430 Mileage	130	400	250	-150	-37.5%
50431 Education and Training	275	700	700	0	0.0%
50450 Dues And Association Memberships	105	105	105	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	57	400	400	0	0.0%
50501 Food Supplies and Food Service Supplies	1,274	600	600	0	0.0%
50514 Other Operating Supplies	264	400	400	0	0.0%
<b>Total Cost Center</b>	<b>178,646</b>	<b>185,167</b>	<b>199,495</b>	<b>14,328</b>	<b>7.7%</b>
<b>26303 Program Support</b>					
50100 Full-Time Salaries and Wages - Regular	1,273,040	1,518,813	1,685,861	167,048	11.0%
50101 Full-Time Salaries and Wages - Overtime	3,288	1,500	1,500	0	0.0%
50102 Part-Time Salaries and Wages-Regular	49,990	52,358	56,685	4,327	8.3%
50103 Part-Time Salaries and Wages-Overtime	42	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	17,367	8,869	8,869	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	12,074	0	0	0	0.0%
50109 Vacancy Savings	0	-59,197	-66,054	-6,857	-11.6%
50110 FICA	96,528	120,873	134,098	13,225	10.9%
50111 Retirement VRS	187,297	251,060	278,673	27,613	11.0%
50112 Hospital/Medical Plans	239,046	306,960	333,188	26,228	8.5%
50113 Group Insurance - Life (VRS)	17,211	21,263	23,602	2,339	11.0%
50203 Management Consulting	0	10,511	11,035	524	5.0%
50209 Other Professional Services	4,800	4,920	5,700	780	15.9%
50210 Maintenance and Repairs	66,130	63,818	58,720	-5,098	-8.0%
50211 Maintenance Service Contracts	4,737	16,493	13,243	-3,250	-19.7%
50220 Lease/Rent Of Equipment	35,053	36,509	37,995	1,486	4.1%
50221 Lease/Rent Of Buildings	701,119	689,249	733,682	44,433	6.4%
50240 Printing and Binding	548	200	200	0	0.0%
50270 Other Contractual Services	548,910	741,123	741,123	0	0.0%
50280 Janitorial	54,352	64,879	66,056	1,177	1.8%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50285 Landscaping	30,096	32,463	33,183	720	2.2%
50286 Weed and Pest Control	6,204	8,087	8,046	-41	-0.5%
50310 Automotive/Motor Pool	287,301	318,835	338,593	19,758	6.2%
50400 Electric Services	187,079	177,730	200,175	22,445	12.6%
50401 Heating Services	43,675	42,394	44,984	2,590	6.1%
50402 Water Service	6,495	4,689	7,143	2,454	52.3%
50403 Sewer Service	6,894	4,756	7,584	2,828	59.5%
50404 Refuse Service	5,680	5,544	12,320	6,776	122.2%
50410 Postal Services	10,130	14,922	15,072	150	1.0%
50411 Messenger Services	203	375	375	0	0.0%
50412 Telecommunications	231,890	151,528	226,426	74,898	49.4%
50430 Mileage	2,600	1,925	4,425	2,500	129.9%
50431 Education and Training	0	0	250	250	100.0%
50500 Office Supplies	14,337	15,803	13,698	-2,105	-13.3%
50501 Food Supplies and Food Service Supplies	2,337	1,000	1,000	0	0.0%
50503 Medical and Laboratory Supplies	224	600	600	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	9,016	8,600	8,750	150	1.7%
50514 Other Operating Supplies	5,370	7,408	7,758	350	4.7%
50521 Computer Software	0	0	18,486	18,486	100.0%
50811 Machinery and Equipment-New Less Than \$10,000	18,405	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	10,003	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	852	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	14,398	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	100	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>4,204,821</b>	<b>4,646,860</b>	<b>5,073,044</b>	<b>426,184</b>	<b>9.2%</b>
<b>26304 Client Billing Services</b>					
50100 Full-Time Salaries and Wages - Regular	395,055	487,526	495,267	7,741	1.6%
50108 Hybrid Disability Prgm (Prev Wage Adj)	905	0	0	0	0.0%
50109 Vacancy Savings	0	-18,367	-19,405	-1,038	-5.7%
50110 FICA	27,547	37,296	37,888	592	1.6%
50111 Retirement VRS	56,204	80,588	81,868	1,280	1.6%
50112 Hospital/Medical Plans	94,341	102,320	107,480	5,160	5.0%
50113 Group Insurance - Life (VRS)	5,123	6,825	6,934	109	1.6%
50240 Printing and Binding	1,887	2,200	2,200	0	0.0%
50270 Other Contractual Services	42,239	33,710	46,660	12,950	38.4%
50410 Postal Services	17,778	18,706	18,706	0	0.0%
50412 Telecommunications	2,522	972	0	-972	-100.0%
50430 Mileage	74	500	100	-400	-80.0%
50431 Education and Training	0	500	500	0	0.0%
50450 Dues And Association Memberships	0	150	150	0	0.0%
50500 Office Supplies	338	600	600	0	0.0%
50512 Books and Subscriptions	0	470	470	0	0.0%
50514 Other Operating Supplies	337	475	475	0	0.0%
<b>Total Cost Center</b>	<b>644,350</b>	<b>754,471</b>	<b>779,893</b>	<b>25,422</b>	<b>3.4%</b>
<b>26305 Information Services</b>					
50100 Full-Time Salaries and Wages - Regular	92,651	0	0	0	0.0%
50101 Full-Time Salaries and Wages - Overtime	4,598	0	0	0	0.0%
50104 Temporary Salaries and Wages - Regular	18,884	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	322	0	0	0	0.0%
50110 FICA	8,115	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50111 Retirement VRS	14,243	0	0	0	0.0%
50112 Hospital/Medical Plans	17,381	0	0	0	0.0%
50113 Group Insurance - Life (VRS)	1,316	0	0	0	0.0%
50209 Other Professional Services	12,000	12,000	0	-12,000	-100.0%
50211 Maintenance Service Contracts	58,800	285,566	289,487	3,921	1.4%
50270 Other Contractual Services	300	0	0	0	0.0%
50412 Telecommunications	1,359	0	0	0	0.0%
50430 Mileage	46	0	0	0	0.0%
50514 Other Operating Supplies	384	450	450	0	0.0%
50521 Computer Software	80,349	84,660	84,660	0	0.0%
<b>Total Cost Center</b>	<b>310,748</b>	<b>382,676</b>	<b>374,597</b>	<b>-8,079</b>	<b>-2.1%</b>
<b>26306 Human Resources/Payroll</b>					
50100 Full-Time Salaries and Wages - Regular	164,253	173,932	188,306	14,374	8.3%
50101 Full-Time Salaries and Wages - Overtime	228	38,356	38,356	0	0.0%
50104 Temporary Salaries and Wages - Regular	47,092	49,658	49,658	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	473	56,243	56,243	0	0.0%
50109 Vacancy Savings	0	-8,156	-7,378	778	9.5%
50110 FICA	21,811	17,105	21,138	4,033	23.6%
50111 Retirement VRS	23,831	28,751	31,127	2,376	8.3%
50112 Hospital/Medical Plans	34,788	30,696	32,244	1,548	5.0%
50113 Group Insurance - Life (VRS)	2,202	2,435	2,636	201	8.3%
50114 Unemployment Insurance	5,364	0	0	0	0.0%
50200 Medical Services	604	400	400	0	0.0%
50209 Other Professional Services	1,174	2,500	2,500	0	0.0%
50240 Printing and Binding	1,277	1,000	1,000	0	0.0%
50250 Advertising	414	1,500	1,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50270 Other Contractual Services	12,936	14,050	14,050	0	0.0%
50412 Telecommunications	583	600	600	0	0.0%
50430 Mileage	80	300	300	0	0.0%
50431 Education and Training	8,369	6,000	6,000	0	0.0%
50500 Office Supplies	37,549	45,000	45,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	143	1,000	1,000	0	0.0%
<b>Total Cost Center</b>	<b>363,171</b>	<b>461,370</b>	<b>484,680</b>	<b>23,310</b>	<b>5.1%</b>
<b>26307 Financial Mangement</b>					
50100 Full-Time Salaries and Wages - Regular	250,837	298,550	324,457	25,907	8.7%
50104 Temporary Salaries and Wages - Regular	2,060	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	213	0	0	0	0.0%
50109 Vacancy Savings	0	-11,248	-12,713	-1,465	-13.0%
50110 FICA	18,268	22,839	24,821	1,982	8.7%
50111 Retirement VRS	36,964	49,350	53,633	4,283	8.7%
50112 Hospital/Medical Plans	38,070	49,114	52,665	3,551	7.2%
50113 Group Insurance - Life (VRS)	3,384	4,180	4,542	362	8.7%
50240 Printing and Binding	530	550	550	0	0.0%
50270 Other Contractual Services	0	800,000	800,000	0	0.0%
50412 Telecommunications	448	600	600	0	0.0%
50430 Mileage	728	1,063	1,063	0	0.0%
50431 Education and Training	0	100	100	0	0.0%
50450 Dues And Association Memberships	105	105	105	0	0.0%
50459 Other Charges Miscellaneous	3,737	75	100	25	33.3%
50500 Office Supplies	154	225	300	75	33.3%
50514 Other Operating Supplies	5,489	0	0	0	0.0%
50521 Computer Software	40,591	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50805 Computer Equipment-New \$10,000 and Over	178,234	0	0	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	3,111	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	2,084	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	32,887	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	41,419	0	0	0	0.0%
<b>Total Cost Center</b>	<b>659,313</b>	<b>1,215,503</b>	<b>1,250,223</b>	<b>34,720</b>	<b>2.9%</b>

# SOCIAL SERVICES

## DESCRIPTION

The Department of Social Services focuses on providing an array of services to children, families, and individuals who are in need of human-based services including financial assistance. The financial assistance and social services programs provided by the Department assist individuals and families in meeting their basic human needs; increase their capacity to function independently; and provide protection for the elderly, disabled, and abused or neglected children. Funding to support these efforts is provided by the Federal, State, and County governments as well as through community partnerships.

The Department helps those who cannot provide for themselves financially to obtain the basic necessities of life, including adequate health care. The financial assistance programs provide temporary cash assistance and employment-related services to enable families with children to become self-supporting. These programs also include medical and health-related services for certain individuals and families with low incomes.

The Department is also responsible for the protection of the community's children and adults from abuse and neglect. Family services workers engage in various local, State, and Federal initiatives that will support and preserve families. When these efforts are no longer viable options and/or the courts remove the child or children from their caretaker, foster care services are provided. When children are unable to return to their own families, the goal for the child is adoption.

A goal of the Department of Social Services is to reduce the number of children in institutional placements. Another goal is to make home and community-based services available to assist the disabled and elderly. Through the use of varied program funds and community resources, the Department works with clients to become or to remain economically self-supporting. These efforts are accomplished via job training, other employment related activities, and other supportive services.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 15,799,532	\$ 18,767,238	\$ 19,512,007	4.0%
Operation	7,023,431	7,072,944	7,078,543	0.1%
Capital	44,430	37,460	31,860	(14.9%)
Total	\$ 22,867,393	\$ 25,877,642	\$ 26,622,410	2.9%
Personnel Complement *	213	213	213	0

\* - Total does not include five Complement III positions

PERFORMANCE MEASURES

	Performance Measures			Change
	FY22	FY23	FY24	23 to 24
<b>Workload Measures</b>				
Family Foster Home Recruitment	30	35	35	0
<b>Efficiency Measures</b>				
SNAP Application Timely Processing	97%	97%	97%	0%
CPS Complaints Initiate Within Timeframe	83%	90%	90%	0%
<b>Effectiveness Measures</b>				
Fraud Prosecution Rate	100%	100%	100%	0%
Customer Appeals Sustained	99%	99%	99%	0%

OBJECTIVES

- To process applications and reviews for benefit programs within State and Federal standards of promptness.
- To offer and/or provide family services and interventions as prescribed by State/Federal standards.
- To guarantee all foster parent applicants will receive orientation and training prior to the placement of a child.
- To make certain required foster care administrative responsibilities and judicial hearings will be held in compliance with State and Federal rules.
- To initiate investigations on all valid adult and child abuse complaints within policy timeframes.
- To ensure all ongoing cases closed in the Adult Protective Services program will result in the provision of accepted services to assist the client with living in a safe situation.
- To provide job registrants with employment, education, or training that will lead to employment.
- To ensure employed clients will maintain employment for more than 90 days.
- To successfully prosecute all cases where payment fraud is evident.

BUDGET HIGHLIGHTS

The Department’s proposed budget for FY24 is \$26,622,410, which represents an increase of \$744,768, or 2.9%, from the FY23 approved budget. This budget will be supported by State and Federal revenues and the General Fund transfer, which is budgeted to total \$6,900,182 in FY24. This amount represents 25.9% of total funding. In total, the Department anticipates collecting \$19,655,907 in revenue from State and Federal governments, which is 73.8% of total funding. The Department also anticipates receiving \$66,321 from other local sources, which is 0.3% of the total budget.



## *Social Services*

The entirety of the increase in expenditure requirements for FY24 is in the personnel component of the budget, which is 4.0% higher than the FY23 approved budget. This budgetary growth is due to wage scale increases and associated benefit costs more than offsetting turnover savings and the restructuring of the TANF Hard To Serve Program, which removed two complement III positions.

The operating and capital outlay components of the budget are \$7,078,543, and \$31,860, respectively. The capital outlay request has decreased by \$5,600, while the operating request increased by \$5,599.

## CASELOAD HIGHLIGHTS

The Department of Social Services provides critical services to County residents within legally binding timeframes. These services are rendered to all socio-economic groups and are often the last resort for residents of Henrico County. Programs provided by Social Services include: Adult/Child Protective Services, Adult Services, Foster Care, Adoptions, Child Day Care, Employment Services, Custody Investigations, Home Studies, and Information and Referral Services. Benefits administered by the Department include Medicaid, Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), General Relief, Refugee Assistance, and Long-Term Care.

The services division persevered and had some successes despite continued workforce challenges and caseloads that have increased in volume and complexity.

CPS Investigations saw only a slight increase in caseload from FY21 to FY22, but operated at 50% staffing for many months in 2022. Currently, CPS has seen an increase in caseload of approximately 6% year-to-date from this time period in FY22, which is 20 families reported for suspected child abuse and neglect.

Family preservation services serves children and families at high and very high risk for abuse/neglect and out of home placement. Family preservation services has seen a 6.6% increase in families served year-to-date from this time period in FY22, operating with a staff shortage of 20-40% in 2022.

As of December 2022, the department was serving 132 youth in foster care, the highest number of youth served since August of 2021 with a 20% vacancy rate in the workforce. Many youths entering care have significant emotional, behavioral and mental health needs that require residential treatment

Approximately 22% of foster care youth are currently placed in approved kinship foster homes which allows children to remain with natural supports when they can no longer safely remain at home. The department hit a statewide high of 32% of foster care youth in kinship placements in FY22, with a number of those youth ultimately returning home or being adopted by their relatives.

Henrico Social Services had 28 adoptions finalized in FY22, a 133% increase from FY21 and the highest number in the central region and 8<sup>th</sup> highest in the state.

Adult Protective Services saw a 31% increase in investigations from FY21 to FY22 and were operating at a reduced staff capacity of 20% most of that time period.

Child Care subsidy saw an increase in caseload of 77.8% between FY21 and FY22. Year-to-date, there has been an increase of 57.9% with staff vacancies throughout this time period. The department has recently reallocated two positions to this team to better meet the capacity to serve children in this early childhood education initiative.

### *Social Services*

In FY22, Social Services experienced a 12.9% increase in the number of cases for the Medicaid Program. The SNAP Program noted a 6.9% caseload increase during FY22, while the TANF program experienced a 8.9% increase in cases during that fiscal year. The Department anticipates the TANF caseloads to remain steady in FY23, while SNAP caseloads are estimated to increase 5.0%, and Medicaid caseloads are projected to increase by 10.0%. Medicaid cases continue to be protected under the Federal Public Health Emergency. It is anticipated that the Health Emergency will end in April, and all Medicaid cases will be subject to review for current eligibility.

Continued need for foster care residential placements is an ongoing concern. In many cases these youth come into foster care with significant emotional, behavioral, and mental health needs. Some of those needs are met through the Children's Services Act, which is located in another section of this document.

In FY22, 156 different children received adoption subsidies, up from 140 in FY21, an 11.4% increase.

It is noted that the economic impact of the COVID-19 pandemic has added strains on the department and has resulted in creative ideas and new methods used to meet the need of clients. Leadership and staff will continue to seek out ways to best serve the community in this time of crisis.



**Department Operating Budget  
Henrico County, Virginia  
FY 2023-24  
SOCIAL SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	11,067,232	13,401,406	13,874,852	473,446	3.5%
50101 Full-Time Salaries and Wages - Overtime	345,891	163,393	163,393	0	0.0%
50104 Temporary Salaries and Wages - Regular	26,157	12,250	12,250	0	0.0%
50106 Board and Commissions	14,750	18,000	18,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	42,342	37,785	41,710	3,925	10.4%
50109 Vacancy Savings	0	-539,066	-483,551	55,515	10.3%
50110 FICA	841,729	1,040,021	1,076,240	36,219	3.5%
50111 Retirement VRS	1,595,824	2,215,253	2,293,513	78,260	3.5%
50112 Hospital/Medical Plans	1,719,116	2,230,576	2,321,352	90,776	4.1%
50113 Group Insurance - Life (VRS)	146,456	187,620	194,248	6,628	3.5%
50114 Unemployment Insurance	35	0	0	0	0.0%
50200 Medical Services	0	1,500	1,500	0	0.0%
50201 Legal Services	18,245	5,000	20,000	15,000	300.0%
50209 Other Professional Services	36,181	71,000	41,000	-30,000	-42.3%
50210 Maintenance and Repairs	19,289	30,000	30,000	0	0.0%
50211 Maintenance Service Contracts	9,125	16,000	11,724	-4,276	-26.7%
50212 Vehicle Repair	313	500	500	0	0.0%
50220 Lease/Rent Of Equipment	32,713	32,000	33,000	1,000	3.1%
50221 Lease/Rent Of Buildings	78,281	56,297	56,297	0	0.0%
50230 Temporary Help Service Fees	243,564	362,130	362,130	0	0.0%
50240 Printing and Binding	5,348	13,000	6,000	-7,000	-53.8%
50250 Advertising	6,186	6,500	6,500	0	0.0%
50270 Other Contractual Services	31,740	280,000	285,000	5,000	1.8%
50280 Janitorial	72,699	65,000	75,000	10,000	15.4%
50285 Landscaping	0	6,000	500	-5,500	-91.7%
50286 Weed and Pest Control	709	400	400	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	64,982	71,200	73,750	2,550	3.6%
50400 Electric Services	66,851	85,000	85,000	0	0.0%
50401 Heating Services	8,250	9,000	9,000	0	0.0%
50402 Water Service	1,675	3,250	2,500	-750	-23.1%
50403 Sewer Service	1,692	2,500	2,500	0	0.0%
50404 Refuse Service	13,377	13,000	15,000	2,000	15.4%
50410 Postal Services	22,315	50,000	50,000	0	0.0%
50411 Messenger Services	211	270	270	0	0.0%
50412 Telecommunications	94,604	97,300	97,300	0	0.0%
50430 Mileage	1,067	750	1,250	500	66.7%
50431 Education and Training	32,421	30,000	35,000	5,000	16.7%
50450 Dues And Association Memberships	4,997	3,875	5,000	1,125	29.0%
50453 Freight Charges	233	50	50	0	0.0%
50455 Tuition	0	5,000	5,000	0	0.0%
50459 Other Charges Miscellaneous	240	250	250	0	0.0%
50500 Office Supplies	20,350	50,100	50,100	0	0.0%
50501 Food Supplies and Food Service Supplies	4,637	0	0	0	0.0%
50502 Agricultural Supplies	0	600	600	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	4,611	4,500	4,500	0	0.0%
50506 Repair and Maintenance Supplies	7,763	5,200	5,200	0	0.0%
50507 Gasoline	926	300	2,000	1,700	566.7%
50511 Uniforms/Wearing Apparel/ITEMS	7,570	0	0	0	0.0%
50512 Books and Subscriptions	3,870	450	450	0	0.0%
50514 Other Operating Supplies	810	400	400	0	0.0%
50521 Computer Software	1,685	40,000	49,250	9,250	23.1%
50600 Unallocated Social Services Payments	194,061	0	0	0	0.0%
50601 General Relief	76,218	150,000	150,000	0	0.0%
50602 Auxiliary Grants Aged	332,520	232,000	232,000	0	0.0%
50603 Auxiliary Grants Blind	11,900	19,000	19,000	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50604 Auxiliary Grants Disabled	728,149	455,000	455,000	0	0.0%
50605 Aid To Dependent Children	-6,790	7,500	7,500	0	0.0%
50606 Adoption Subsidies	2,121,210	1,439,520	1,439,520	0	0.0%
50607 Special Needs Adoption	274,750	400,000	400,000	0	0.0%
50610 Indo-Chinese Refuges	68,171	54,000	54,000	0	0.0%
50612 Other Purchased Services	1,419,035	1,785,221	1,785,221	0	0.0%
50614 Companion Services	24,304	72,791	72,791	0	0.0%
50616 Day Care Service For Adults	0	19,578	19,578	0	0.0%
50617 Day Care Service For Children	-44,156	0	0	0	0.0%
50620 Emergency Needs/Food Bank	21,155	19,962	19,962	0	0.0%
50624 Volunteer Services	0	50	50	0	0.0%
50629 Aid To Dependent Children-Foster Care	883,374	1,000,000	1,000,000	0	0.0%
50812 Furniture and Fixtures-New Less Than \$10,000	17,762	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	3,665	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	5,000	5,000	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	586	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	15,000	15,000	10,000	-5,000	-33.3%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	500	1,100	500	-600	-54.5%
50835 Computer Equipment-Replacement Less Than \$10,000	6,917	6,360	6,360	0	0.0%
50841 Machinery and Equipment-Rehabilitation	0	10,000	10,000	0	0.0%
<b>Total Department</b>	<b>22,867,393</b>	<b>25,877,642</b>	<b>26,622,410</b>	<b>744,768</b>	<b>2.9%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
SOCIAL SERVICES**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>22001 Independent Living Program</b>					
50612 Other Purchased Services	90,375	38,000	38,000	0	0.0%
<b>Total Cost Center</b>	<b>90,375</b>	<b>38,000</b>	<b>38,000</b>	<b>0</b>	<b>0.0%</b>
<b>22011 Joint Administration</b>					
50100 Full-Time Salaries and Wages - Regular	10,939,386	13,261,850	13,874,852	613,002	4.6%
50101 Full-Time Salaries and Wages - Overtime	345,891	163,393	163,393	0	0.0%
50104 Temporary Salaries and Wages - Regular	26,157	12,250	12,250	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	42,342	37,785	41,710	3,925	10.4%
50109 Vacancy Savings	0	-539,066	-483,551	55,515	10.3%
50110 FICA	831,094	1,027,968	1,074,863	46,895	4.6%
50111 Retirement VRS	1,577,266	2,192,184	2,293,513	101,329	4.6%
50112 Hospital/Medical Plans	1,702,024	2,210,112	2,321,352	111,240	5.0%
50113 Group Insurance - Life (VRS)	144,741	185,666	194,248	8,582	4.6%
50114 Unemployment Insurance	35	0	0	0	0.0%
50200 Medical Services	0	1,500	1,500	0	0.0%
50201 Legal Services	18,245	5,000	20,000	15,000	300.0%
50209 Other Professional Services	35,299	70,000	40,000	-30,000	-42.9%
50210 Maintenance and Repairs	19,289	30,000	30,000	0	0.0%
50211 Maintenance Service Contracts	9,125	16,000	11,724	-4,276	-26.7%
50212 Vehicle Repair	313	500	500	0	0.0%
50220 Lease/Rent Of Equipment	32,713	32,000	33,000	1,000	3.1%
50221 Lease/Rent Of Buildings	78,281	56,297	56,297	0	0.0%
50230 Temporary Help Service Fees	243,564	362,130	362,130	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50240 Printing and Binding	5,348	13,000	6,000	-7,000	-53.8%
50250 Advertising	6,186	6,500	6,500	0	0.0%
50270 Other Contractual Services	31,740	30,000	35,000	5,000	16.7%
50280 Janitorial	72,699	65,000	75,000	10,000	15.4%
50285 Landscaping	0	6,000	500	-5,500	-91.7%
50286 Weed and Pest Control	709	400	400	0	0.0%
50310 Automotive/Motor Pool	64,982	71,200	73,750	2,550	3.6%
50400 Electric Services	66,851	85,000	85,000	0	0.0%
50401 Heating Services	8,250	9,000	9,000	0	0.0%
50402 Water Service	1,675	3,250	2,500	-750	-23.1%
50403 Sewer Service	1,692	2,500	2,500	0	0.0%
50404 Refuse Service	13,377	13,000	15,000	2,000	15.4%
50410 Postal Services	22,315	50,000	50,000	0	0.0%
50411 Messenger Services	211	270	270	0	0.0%
50412 Telecommunications	94,604	97,300	97,300	0	0.0%
50430 Mileage	1,067	750	1,250	500	66.7%
50431 Education and Training	32,421	30,000	35,000	5,000	16.7%
50450 Dues And Association Memberships	4,997	3,875	5,000	1,125	29.0%
50453 Freight Charges	233	50	50	0	0.0%
50455 Tuition	0	5,000	5,000	0	0.0%
50459 Other Charges Miscellaneous	240	250	250	0	0.0%
50500 Office Supplies	20,350	50,000	50,000	0	0.0%
50501 Food Supplies and Food Service Supplies	4,637	0	0	0	0.0%
50502 Agricultural Supplies	0	600	600	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	4,611	4,500	4,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50506 Repair and Maintenance Supplies	7,763	5,200	5,200	0	0.0%
50507 Gasoline	926	300	2,000	1,700	566.7%
50511 Uniforms/Wearing Apparel/ITEMS	7,570	0	0	0	0.0%
50512 Books and Subscriptions	3,870	450	450	0	0.0%
50514 Other Operating Supplies	810	400	400	0	0.0%
50521 Computer Software	1,685	40,000	49,250	9,250	23.1%
50812 Furniture and Fixtures-New Less Than \$10,000	17,762	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	3,665	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	5,000	5,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	586	0	0	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	15,000	15,000	10,000	-5,000	-33.3%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	500	1,100	500	-600	-54.5%
50835 Computer Equipment-Replacement Less Than \$10,000	6,917	6,360	6,360	0	0.0%
50841 Machinery and Equipment- Rehabilitation	0	10,000	10,000	0	0.0%
<b>Total Cost Center</b>	<b>16,572,014</b>	<b>19,756,824</b>	<b>20,697,311</b>	<b>940,487</b>	<b>4.8%</b>
<b>22031 TANF Hard To Serve Program</b>					
50100 Full-Time Salaries and Wages - Regular	127,846	139,556	0	-139,556	-100.0%
50110 FICA	9,507	10,676	0	-10,676	-100.0%
50111 Retirement VRS	18,558	23,069	0	-23,069	-100.0%
50112 Hospital/Medical Plans	17,092	20,464	0	-20,464	-100.0%
50113 Group Insurance - Life (VRS)	1,715	1,954	0	-1,954	-100.0%
<b>Total Cost Center</b>	<b>174,718</b>	<b>195,719</b>	<b>0</b>	<b>-195,719</b>	<b>-100.0%</b>
<b>22041 Public Welfare Board</b>					
50106 Board and Commissions	14,750	18,000	18,000	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50110 FICA	1,128	1,377	1,377	0	0.0%
50209 Other Professional Services	882	1,000	1,000	0	0.0%
50270 Other Contractual Services	0	250,000	250,000	0	0.0%
50500 Office Supplies	0	100	100	0	0.0%
50620 Emergency Needs/Food Bank	21,155	19,962	19,962	0	0.0%
50624 Volunteer Services	0	50	50	0	0.0%
<b>Total Cost Center</b>	<b>37,915</b>	<b>290,489</b>	<b>290,489</b>	<b>0</b>	<b>0.0%</b>
<b>22099 Unallocated Social Services Payments</b>					
50600 Unallocated Social Services Payments	194,061	0	0	0	0.0%
<b>Total Cost Center</b>	<b>194,061</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>22106 AFDC - Foster Care</b>					
50629 Aid To Dependent Children-Foster Care	883,374	1,000,000	1,000,000	0	0.0%
<b>Total Cost Center</b>	<b>883,374</b>	<b>1,000,000</b>	<b>1,000,000</b>	<b>0</b>	<b>0.0%</b>
<b>22202 VIEW Day Care</b>					
50617 Day Care Service For Children	-7,538	0	0	0	0.0%
<b>Total Cost Center</b>	<b>-7,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>22203 Non-VIEW Day Care</b>					
50617 Day Care Service For Children	-36,317	0	0	0	0.0%
<b>Total Cost Center</b>	<b>-36,317</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>22204 Head Start Day Care</b>					
50617 Day Care Service For Children	-301	0	0	0	0.0%
<b>Total Cost Center</b>	<b>-301</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>22301 VIEW Program</b>					
50612 Other Purchased Services	1,027,971	1,663,000	1,663,000	0	0.0%
<b>Total Cost Center</b>	<b>1,027,971</b>	<b>1,663,000</b>	<b>1,663,000</b>	<b>0</b>	<b>0.0%</b>
<b>22401 Foster Care IV-E</b>					
50612 Other Purchased Services	44,391	44,000	44,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>Total Cost Center</b>	<b>44,391</b>	<b>44,000</b>	<b>44,000</b>	<b>0</b>	<b>0.0%</b>
<b>22402 Respite Care for Foster Parent</b>					
50612 Other Purchased Services	5,560	3,871	3,871	0	0.0%
<b>Total Cost Center</b>	<b>5,560</b>	<b>3,871</b>	<b>3,871</b>	<b>0</b>	<b>0.0%</b>
<b>22503 Adoption Subsidy</b>					
50606 Adoption Subsidies	2,121,210	1,439,520	1,439,520	0	0.0%
50612 Other Purchased Services	5,000	0	0	0	0.0%
<b>Total Cost Center</b>	<b>2,126,210</b>	<b>1,439,520</b>	<b>1,439,520</b>	<b>0</b>	<b>0.0%</b>
<b>22504 Special Needs Adoption</b>					
50607 Special Needs Adoption	274,750	400,000	400,000	0	0.0%
<b>Total Cost Center</b>	<b>274,750</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0.0%</b>
<b>22505 Adult Services</b>					
50612 Other Purchased Services	86,237	10,884	10,884	0	0.0%
50614 Companion Services	24,304	72,791	72,791	0	0.0%
50616 Day Care Service For Adults	0	19,578	19,578	0	0.0%
<b>Total Cost Center</b>	<b>110,541</b>	<b>103,253</b>	<b>103,253</b>	<b>0</b>	<b>0.0%</b>
<b>22507 Preventive Foster Care - Purchase of Services</b>					
50612 Other Purchased Services	159,501	25,466	25,466	0	0.0%
<b>Total Cost Center</b>	<b>159,501</b>	<b>25,466</b>	<b>25,466</b>	<b>0</b>	<b>0.0%</b>
<b>22604 Auxiliary Grants Aged</b>					
50602 Auxiliary Grants Aged	332,520	232,000	232,000	0	0.0%
<b>Total Cost Center</b>	<b>332,520</b>	<b>232,000</b>	<b>232,000</b>	<b>0</b>	<b>0.0%</b>
<b>22605 Auxiliary Grants Blind</b>					
50603 Auxiliary Grants Blind	11,900	19,000	19,000	0	0.0%
<b>Total Cost Center</b>	<b>11,900</b>	<b>19,000</b>	<b>19,000</b>	<b>0</b>	<b>0.0%</b>
<b>22606 Auxiliary Grants Disabled</b>					
50604 Auxiliary Grants Disabled	728,149	455,000	455,000	0	0.0%
<b>Total Cost Center</b>	<b>728,149</b>	<b>455,000</b>	<b>455,000</b>	<b>0</b>	<b>0.0%</b>

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>22607 TANF Program</b>					
50605 Aid To Dependent Children	-6,790	7,500	7,500	0	0.0%
<b>Total Cost Center</b>	<b>-6,790</b>	<b>7,500</b>	<b>7,500</b>	<b>0</b>	<b>0.0%</b>
<b>22608 General Relief - Other</b>					
50601 General Relief	76,218	150,000	150,000	0	0.0%
<b>Total Cost Center</b>	<b>76,218</b>	<b>150,000</b>	<b>150,000</b>	<b>0</b>	<b>0.0%</b>
<b>22609 Refugee Program</b>					
50610 Indo-Chinese Refuges	68,171	54,000	54,000	0	0.0%
<b>Total Cost Center</b>	<b>68,171</b>	<b>54,000</b>	<b>54,000</b>	<b>0</b>	<b>0.0%</b>

# CHILDREN’S SERVICES ACT

## DESCRIPTION

The Children’s Services Act (CSA) is a State mandated program that assures foster care, special education, residential, and community-based services are provided to at-risk youth and families. CSA provides a collaborative system of services and funding that is child-centered, family-focused, and community-based. The Children’s Services Act is implemented by law at a local level under the direction of a Community Policy and Management Team (CPMT). The Henrico Policy and Management Team (HPMT), which is a multi-agency team within the county, must plan all services to children. Funding for these services must be approved by the CPMT. The Henrico Department of Social Services acts as the fiscal agent for CSA.

## OBJECTIVES

- Provide services that are responsive to diverse strengths and needs of youth and family.
- Increase interagency collaboration and family involvement in the provision of services to children.
- Encourage public and private partnerships.
- Identify and intervene early with young children and their families.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 489,933	\$ 525,017	\$ 561,686	7.0%
Operation	6,606,528	4,991,871	6,304,274	26.3%
Capital	19	350	350	0.0%
<b>Total</b>	<b>\$ 7,096,480</b>	<b>\$ 5,517,238</b>	<b>\$ 6,866,310</b>	<b>24.5%</b>
<b>Purchase of Services</b>				
Purchase of Services	\$ 6,419,539	\$ 4,803,069	\$ 6,115,472	\$ 27.3%
Administration <sup>(1)</sup>	676,941	714,169	750,838	5.1%
<b>Total</b>	<b>\$ 7,096,480</b>	<b>\$ 5,517,238</b>	<b>\$ 6,866,310</b>	<b>\$ 24.5%</b>
Personnel Complement <sup>(2)</sup>	3	3	3	0

<sup>(1)</sup> - Administration cost includes the Safe and Stable Families Program.

<sup>(2)</sup> - CSA is staffed by Department of Social Services personnel. The total shown here does not include three Complement III positions.

PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Children Served	295	350	350	0
Children Served in Residential Programs	64	70	70	0

BUDGET HIGHLIGHTS

The budget for the Children's Services Act for FY24 is \$6,866,310, an increase of 24.5% above the FY23 approved budget. The budget does not include CSA funds in the Henrico County Public Schools budget.

The table below illustrates the rapid growth in actual expenditures for General Government CSA programs in recent years, excluding Henrico County Public Schools. These costs have grown by 152.4 percent in the period between FY14 and FY22.

Fiscal Year	Expenses	Change	Percent
FY2013-14	\$2,141,340	(\$16,883)	(0.8%)
FY2014-15	\$2,887,181	\$745,841	34.8%
FY2015-16	\$3,371,268	\$484,087	16.8%
FY2016-17	\$2,636,905	(\$734,363)	(21.8%)
FY2017-18	\$3,173,202	\$536,297	20.3%
FY2018-19	\$4,498,724	\$1,325,522	41.8%
FY2019-20	\$5,418,543	\$919,819	20.4%
FY2020-21	\$5,404,049	(\$14,494)	(0.3%)
FY2021-22	\$6,419,539	\$1,015,490	18.8%

The Henrico Policy and Management Team (HPMT) administers the CSA program with the help of a full-time coordinator. The existence and membership of HPMT is established by the Code of Virginia and includes the agency directors of Mental Health and Developmental Services, Juvenile Court Services, Public Health, Education, and Social Services; a local government administrator; a private provider representative; and a parent representative.

In FY24, CSA for the Department of Social Services, Henrico Mental Health, and the Court Services Unit are projected to fund services for 300 children. These services will include the following: 1) placement of foster care children into services ranging from family foster homes to intensive psychiatric residential treatment facilities; 2) special education programs including private programs when children's educational needs exceed public school resources; 3) residential treatment for youth who present with serious emotional and/or behavioral issues that pose a serious threat to the wellbeing and physical safety of themselves or others and require services and supervision beyond what community-based services in the home can provide. 4) community-based services for children and families such as home-based counseling, virtual residential services, intensive care coordination, parent coaching, and psychological or parenting assessments which assess parenting capacity, risks, and provide recommendations that assist with service planning and reunification of children that are in foster care.

### *Children's Services Act*

Funding to purchase services for children and families, along with the Safe and Stable Families Program, accounts for 90.5 percent of the total budget. The administrative requirements increased by \$36,651 above the FY23 approved budget, an increase of less than 7.0%. This budgetary growth occurred because wage scale adjustments and increased benefit rates were minimally offset by savings from staff turnover.

The FY24 budget includes continued provision of staff for structured oversight of purchased services, conducting state required utilization review activities, and supporting the placement of children into family-based environments as well as monitoring the cases of children funded through CSA. The CSA staff has an active role in the development of prevention services through participation in all family partnership meetings.

The CSA Coordinator works closely with the HPMT and Henrico County Public Schools to review expenditures for students in private school placements. Policies are in place to ensure timely completion of paperwork and funding authorizations that will allow for better budget forecasting.

CSA services are critical for discharge planning and maintaining the goal of returning children to the home. Members of the CSA staff provide consistent utilization review of children placed in congregate care. Staff also participate in treatment meetings for residential and private agency foster homes and facilitate Family Assessment and Planning Team reviews three to four times a week. The frequency and detailed level of reviews are key to reducing the length of time for all services, and the overall expenditures, while also providing the best outcome for the youth and families served.

In FY24, the county will provide a projected total of \$3,000,000 as a direct match for the Social Services portion of CSA funding; that is purchased services, administration, and Medicaid. This total represents an increase of \$373,890, or 14.2 percent, above the FY23 approved budget. Almost the entirety of this budgetary growth is in support of enhanced requirement for purchase of services.

The local share is derived from several different estimated percentages, based on the type of service being provided by CSA. Purchased services will receive local funding in the amount of \$2,022,863 and CSA Administration will receive \$350,787 in local funding. In addition, the county will provide a forecasted local match of Medicaid services, totaling \$600,000. A local match of \$26,350 for the Safe and Stable Families Program noted below, brings the total local contribution to \$3,000,000.

The State will provide \$3,738,811 for the Social Services portion of CSA services. Of this amount, \$3,492,609 is being provided for purchased services, \$230,052 will be directed toward administrative costs and \$16,150 is allocated for the Safe and Stable Families Program.

The grant for the Safe and Stable Families Program is also administered through the CSA. This grant is expected to receive \$127,499 federal and \$16,150 state funding, along with the local match of \$26,350, for a total of \$169,999.

The portion of CSA costs stemming from Henrico County Public Schools is found within the expenses for that department.



**Department Operating Budget  
Henrico County, Virginia  
FY 2023-24  
CHILDREN SERVICES ACT**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	344,944	367,580	394,210	26,630	7.2%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,827	2,018	2,155	137	6.8%
50110 FICA	24,450	28,120	30,157	2,037	7.2%
50111 Retirement VRS	50,000	60,761	65,163	4,402	7.2%
50112 Hospital/Medical Plans	64,091	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	4,621	5,146	5,519	373	7.2%
50209 Other Professional Services	50	500	500	0	0.0%
50210 Maintenance and Repairs	636	900	900	0	0.0%
50211 Maintenance Service Contracts	301	500	500	0	0.0%
50220 Lease/Rent Of Equipment	936	925	925	0	0.0%
50221 Lease/Rent Of Buildings	2,579	1,875	1,875	0	0.0%
50240 Printing and Binding	0	50	50	0	0.0%
50270 Other Contractual Services	171,342	170,149	170,149	0	0.0%
50280 Janitorial	2,396	1,700	1,700	0	0.0%
50285 Landscaping	0	50	50	0	0.0%
50286 Weed and Pest Control	23	15	15	0	0.0%
50400 Electric Services	2,203	2,500	2,500	0	0.0%
50401 Heating Services	272	250	250	0	0.0%
50402 Water Service	55	70	70	0	0.0%
50403 Sewer Service	56	70	70	0	0.0%
50404 Refuse Service	361	425	425	0	0.0%
50410 Postal Services	655	1,800	1,800	0	0.0%
50412 Telecommunications	1,591	1,650	1,650	0	0.0%
50431 Education and Training	1,310	1,000	1,000	0	0.0%
50450 Dues And Association Memberships	0	75	75	0	0.0%
50453 Freight Charges	8	0	0	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50500 Office Supplies	1,305	2,248	2,498	250	11.1%
50501 Food Supplies and Food Service Supplies	122	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	152	100	100	0	0.0%
50506 Repair and Maintenance Supplies	256	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	228	0	0	0	0.0%
50512 Books and Subscriptions	128	100	100	0	0.0%
50521 Computer Software	24	1,750	1,500	-250	-14.3%
50615 Counseling And Treatment Services	6,419,539	4,803,069	6,115,472	1,312,403	27.3%
50831 Machinery and Equipment- Replacement Less Than \$10,000	19	0	0	0	0.0%
50841 Machinery and Equipment- Rehabilitation	0	350	350	0	0.0%
<b>Total Department</b>	<b>7,096,480</b>	<b>5,517,238</b>	<b>6,866,310</b>	<b>1,349,072</b>	<b>24.5%</b>





**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
CHILDREN SERVICES ACT**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>22101 CSA Administration</b>					
50100 Full-Time Salaries and Wages - Regular	344,944	367,580	394,210	26,630	7.2%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,827	2,018	2,155	137	6.8%
50110 FICA	24,450	28,120	30,157	2,037	7.2%
50111 Retirement VRS	50,000	60,761	65,163	4,402	7.2%
50112 Hospital/Medical Plans	64,091	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	4,621	5,146	5,519	373	7.2%
50209 Other Professional Services	50	500	500	0	0.0%
50210 Maintenance and Repairs	636	900	900	0	0.0%
50211 Maintenance Service Contracts	301	500	500	0	0.0%
50220 Lease/Rent Of Equipment	936	925	925	0	0.0%
50221 Lease/Rent Of Buildings	2,579	1,875	1,875	0	0.0%
50240 Printing and Binding	0	50	50	0	0.0%
50270 Other Contractual Services	49	150	150	0	0.0%
50280 Janitorial	2,396	1,700	1,700	0	0.0%
50285 Landscaping	0	50	50	0	0.0%
50286 Weed and Pest Control	23	15	15	0	0.0%
50400 Electric Services	2,203	2,500	2,500	0	0.0%
50401 Heating Services	272	250	250	0	0.0%
50402 Water Service	55	70	70	0	0.0%
50403 Sewer Service	56	70	70	0	0.0%
50404 Refuse Service	361	425	425	0	0.0%
50410 Postal Services	655	1,800	1,800	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50412 Telecommunications	1,591	1,650	1,650	0	0.0%
50431 Education and Training	1,310	1,000	1,000	0	0.0%
50450 Dues And Association Memberships	0	75	75	0	0.0%
50453 Freight Charges	8	0	0	0	0.0%
50500 Office Supplies	1,305	2,248	2,498	250	11.1%
50501 Food Supplies and Food Service Supplies	122	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	152	100	100	0	0.0%
50506 Repair and Maintenance Supplies	256	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	228	0	0	0	0.0%
50512 Books and Subscriptions	128	100	100	0	0.0%
50521 Computer Software	24	1,750	1,500	-250	-14.3%
50831 Machinery and Equipment- Replacement Less Than \$10,000	19	0	0	0	0.0%
50841 Machinery and Equipment- Rehabilitation	0	350	350	0	0.0%
<b>Total Cost Center</b>	<b>505,648</b>	<b>544,170</b>	<b>580,839</b>	<b>36,669</b>	<b>6.7%</b>
<b>22104 CSA Mandated Services</b>					
50615 Counseling And Treatment Services	6,419,539	4,803,069	6,115,472	1,312,403	27.3%
<b>Total Cost Center</b>	<b>6,419,539</b>	<b>4,803,069</b>	<b>6,115,472</b>	<b>1,312,403</b>	<b>27.3%</b>
<b>22509 Safe and Stable Families</b>					
50270 Other Contractual Services	171,293	169,999	169,999	0	0.0%
<b>Total Cost Center</b>	<b>171,293</b>	<b>169,999</b>	<b>169,999</b>	<b>0</b>	<b>0.0%</b>

# CAPITAL REGION WORKFORCE PARTNERSHIP

## DESCRIPTION

The Capital Region Workforce Partnership (CRWP) is an eight-jurisdiction consortium with elected representation from Henrico, Charles City, Chesterfield, Goochland, Hanover, New Kent and Powhatan Counties and the City of Richmond. The Partnership, in cooperation with the Capital Region Workforce Development Board (WDB) it appoints, has responsibility for oversight and disbursing federal funds allocated to the region from the Workforce Innovation and Opportunity Act of 2014 (WIOA), and other federal, state, and local grants and resources that become available. Henrico County serves the important role of grant recipient and fiscal agent for these funds.

The CRWP is organized as a Henrico County department with responsibility for providing administrative support to the Partnership Board, the WDB, its standing committees, and managing contracts for delivery of WIOA services through the three Workforce Centers in the Region. Staff are also responsible for ensuring compliance with applicable state and federal regulations.

## OBJECTIVES

- Create and align workforce development services to meet business and economic development needs through a demand-driven system.
- Lead in partnership and system-building efforts that achieve greater collective impact, reduce duplication and enhance efficiencies and effectiveness.
- Raise awareness of the public workforce development system as the “go-to place” for workforce solutions for both business sector and job seekers.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel *	\$ 568,961	\$ 768,815	\$ 897,855	16.8%
Operating	3,947,402	4,044,730	3,716,764	(8.1%)
Capital	73,145	0	0	0.0%
Total	4,589,508	4,813,545	4,614,619	(4.1%)

Personnel Complement \* N/A N/A N/A N/A

\* The budget for CRWP supports eight complement III positions, which are not included in the county's personnel complement.

## PERFORMANCE MEASURES

Performance Measures				
	FY22	FY23	FY24	Change 23 to 24
<b>Workload Measures</b>				
Customers Receiving Basic Career Services	12,000	18,000	18,000	0
Customers Enrolled in Individualized Services	825	875	900	25
Customers Receiving Training	160	185	225	40

## DEPARTMENTAL HIGHLIGHTS

The CRWP is responsible for meeting the administrative requirements of its various funding sources, developing policies, resource management, and achieving performance requirements, as may be set by the Partnership, the State, Commonwealth of Virginia, and the U.S. Department of Labor.

Workforce efforts continue to evolve with a changing economy and societal shifts in the attitude about work. During FY23, the Department continued with more “employer-based” efforts during the COVID era such as on-the-job and incumbent worker training as there is less demand for job placement efforts from those seeking work. Workforce center visitor counts are on the rise and CRWP is starting to see program enrollments are returning to pre-COVID levels.

Equus continues to operate the Title I WIOA contract to deliver Adult and Dislocated Worker Services to those who meet WIOA eligibility criteria. WIOA services include individualized career planning, resume and interviewing workshops, counseling, basic work readiness such as computer skills, paid work experiences and internships, and various forms of training assistance such as tuition vouchers and on-the-job training. Through a separate procurement, they also serve as the region’s “One Stop Operator”, a federally required role that ensures that workforce centers and partners operate in a consistent and collaborative manner with high-quality standards for the benefit of customers.

The out-of-school youth program targets disengaged young adults ages 17 - 24 that have certain barriers to success in employment or education. Ross Employment Solutions is the current operator of these services. In the past year, CRWP also awarded contracts for in-school youth services recognizing that many students have fallen behind as a result of virtual learning and can benefit from enhanced coaching, mentoring and resources beyond what schools alone can provide.

## CRWP

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### OUTCOMES

The performance outcomes of CRWP's services are an important indicator of the program's success, as they measure what we have done to help customer's rather than simply how many we served. In FY22, CRWP met or exceeded 14 of 15 benchmarks set by the Commonwealth of Virginia. The targets set for FY24 are outlined on the right. The CRWP's most recent annual report can be found at: <https://vcwcapital.com/about/public-documents/annual-report-2021/>

	<i>Adults/Dislocated Workers</i>	<i>Youth</i>
Job Placement	84%	79.4%
Job Retention	85%	76.1%
Credential Attainment	71%	68.5%

### BUDGET HIGHLIGHTS

The FY24 CRWP budget in the amount of \$4,614,619 reflects a \$198,926 decrease or 4.1% compared to last fiscal year's approved budget. The decrease is the result of a reduction in federal funds. This is a conservative estimate as federal revenues are unknown until after the County's budget is adopted.

Direct service level spending through contracts remains our largest line item at 69% of the total. Rent of workforce center spaces is the second largest line as we are not able to purchase real estate with our federal funds. CRWP staff salaries represent just over 16% of the proposed budget.

The FY24 budget includes a grant reserve that allows transfers into the program based on need. It is not unusual for CRWP to receive special grant awards in any given fiscal year and the reserve affords the department the ability to implement grant activities until the Board of Supervisors is able to appropriate the funds through a budget amendment.

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### HENRICO COUNTY AND LOCAL FUNDING

Revenue from local contributions outside of Henrico County are expected to total \$138,081 in FY24. Henrico County's contribution to CRWP is budgeted at \$51,919 for FY24, a decrease from the prior year.

Federal funding makes up the majority of the CRWP revenue. Rent income is received from partner agencies that rent space in the workforce centers. The CRWP also benefits each year from various grant opportunities that further enhance its offerings.

*CRWP*

This table shows contributions to CRWP from Henrico County and from the other localities as well as Henrico's contributions as a percentage of total local contributions. Locality contributions have been based on the proportional service level received in the prior year since a new formula was adopted in FY16. The average Henrico contribution was 69% before the formula and has averaged 28% since adoption, illustrating the more equitable distribution that is in place.

<b>Fiscal Year</b>	<b>Henrico Contribution</b>	<b>All Other Local Contributions</b>	<b>Henrico as a % of Total</b>
FY2012	\$217,695	\$127,280	63%
FY2013	\$206,810	\$127,280	62%
FY2014	\$200,606	\$62,280	76%
FY2015	\$170,028	\$62,080	73%
FY2016	\$64,380	\$120,435	35%
FY2017	\$46,101	\$138,899	25%
FY2018	\$45,250	\$114,750	28%
FY2019	\$46,400	\$124,300	27%
FY2020	\$58,000	\$144,000	29%
FY2021	\$56,000	\$147,000	28%
FY2022	\$56,000	\$136,000	29%
FY2023	\$58,000	\$132,000	31%
FY2024	\$51,919	\$138,081	27%



## Department Operating Budget Henrico County, Virginia FY2023-24 CRWP

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	374,974	545,308	636,693	91,385	16.8%
50104 Temporary Salaries and Wages - Regular	47,706	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	275	272	1,573	1,301	478.3%
50110 FICA	30,864	41,717	48,707	6,990	16.8%
50111 Retirement VRS	54,456	81,796	105,245	23,449	28.7%
50112 Hospital/Medical Plans	55,654	92,088	96,723	4,635	5.0%
50113 Group Insurance - Life (VRS)	5,032	7,634	8,914	1,280	16.8%
50210 Maintenance and Repairs	11,266	2,327	2,327	0	0.0%
50211 Maintenance Service Contracts	12,507	3,412	3,412	0	0.0%
50220 Lease/Rent Of Equipment	0	4,204	0	-4,204	-100.0%
50221 Lease/Rent Of Buildings	638,603	661,337	713,392	52,055	7.9%
50240 Printing and Binding	1,319	6,703	6,703	0	0.0%
50250 Advertising	481	13,700	13,700	0	0.0%
50262 Transportation Services - Private Carriers	1,613	838	838	0	0.0%
50270 Other Contractual Services	6,805	947	947	0	0.0%
50280 Janitorial	3,300	5,413	5,413	0	0.0%
50286 Weed and Pest Control	436	240	240	0	0.0%
50400 Electric Services	17,540	20,000	20,000	0	0.0%
50410 Postal Services	14	1,500	1,500	0	0.0%
50411 Messenger Services	189	1,256	1,256	0	0.0%
50412 Telecommunications	36,419	40,000	40,000	0	0.0%
50430 Mileage	3,171	3,000	3,000	0	0.0%
50431 Education and Training	6,098	5,000	5,000	0	0.0%
50450 Dues And Association Memberships	1,480	1,739	1,739	0	0.0%
50459 Other Charges Miscellaneous	95	346,730	200,000	-146,730	-42.3%
50500 Office Supplies	6,932	4,189	4,189	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	2,729	4,188	4,188	0	0.0%
50512 Books and Subscriptions	1,357	335	335	0	0.0%
50521 Computer Software	13,767	0	0	0	0.0%
50667 Contracts - CRWP	3,181,281	2,897,672	2,668,585	-229,087	-7.9%
50674 Special Events	0	20,000	20,000	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	39,229	0	0	0	0.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	5,998	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	27,918	0	0	0	0.0%
<b>Total Department</b>	<b>4,589,508</b>	<b>4,813,545</b>	<b>4,614,619</b>	<b>-198,926</b>	<b>-4.1%</b>



# SPORTS & ENTERTAINMENT AUTHORITY

## DESCRIPTION

The Sports and Entertainment Authority is a political subdivision of the Commonwealth of Virginia that was created due to the changing nature of how Henrico County operates certain sports and entertainment-related facilities, and the growing significance of sports tourism on the County’s local economy. This Authority’s mission is two-fold: 1) ensure that identified facilities with third-party operating agreements are being appropriately managed and maintained per existing agreements and 2) to maximize the County’s sports and entertainment tourism potential and opportunities.

The Sports and Entertainment Authority required approval from the Board of Supervisors for creation via ordinance or resolution following an advertised public hearing as required under Virginia Code § 15.2-5602, also known as the “Public Recreational Facilities Authorities Act.” Creation of the Authority began with dedicated funding and staff in the FY22 budget.

## OBJECTIVES

- To promote Henrico County as a desirable location for sports tourism.
- To promote Henrico County venues as a desirable entertainment destination.
- To conduct a sports management and retention program.
- To provide an avenue for existing and future public-private partnerships and management related to sports and entertainment facilities.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 279,759	\$ 537,687	\$ 888,234	65.2%
Operation	96,623	127,660	190,860	49.5%
Capital	0	0	0	0.0%
<b>Total</b>	<b>\$ 376,382</b>	<b>\$ 665,347</b>	<b>\$ 1,079,094</b>	<b>62.2%</b>
Personnel Complement	5	6 <sup>(1)</sup>	6	0

<sup>(1)</sup> Recreation Tourism Specialist added to assist with the Virginia Center Commons indoor sports facility

**PERFORMANCE MEASURES**

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Effectiveness Measures</b>				
Economic Impact	\$ 60,000,000	\$ 60,000,000	\$ 65,000,000	\$ 5,000,000
Number of Events	160	162	172	10
Prospects	N/A	10	40	30
Tradeshows/Conferences	N/A	4	4	0
New Business/Bids Awarded	N/A	2	10	8
Business Retention	N/A	N/A	70%	70%

**BUDGET HIGHLIGHTS**

The budget for the Sports and Entertainment Authority for FY24 is \$1,079,094. This includes an increase in personnel of \$350,547, or 65.2% over FY23. This increase is due to greater salary estimates and the associated benefit adjustments, as well as the addition of one position transferred from the hold complement in May FY22. Moreover, beginning in February FY23, funding was included for an Event and Facility Coordinator. Lastly, an hourly graduate assistant position will be included in the Authority’s personnel component for FY24. Driven by the County’s continued push to be a leader in sports tourism, the operating component of the Authority’s budget increased by \$63,200, or 49.5%, for advertising and networking resources. The capital component remains flat from the previous fiscal year.

**DEPARTMENTAL HIGHLIGHTS**

The newly created Sports and Entertainment Authority (SEA) has made tremendous strides in less than one year as an established authority.

From start-up to entering its first full year of operation, the SEA is focused on delivering tourism impact for Henrico and delivering against four key pillars:

Sports Tourism and Entertainment events; Facility Development; Owned and Operated or Joint Venture event production; and Growth and Development of Sports at all levels – youth, scholastic, collegiate, amateur, and professional.

The SEA works collaboratively with many stakeholders, including the SEA Board of Directors, Economic Development Authority, Recreation and Parks, HCPS, Public Safety, and Richmond Region Tourism, as well as many other County departments and County leadership.

The SEA is “writing the playbook” for this type of Authority, not only in Henrico but for the Commonwealth of Virginia. The SEA is embarking on a strategic planning process to help the organization chart its future by clearly defining its mission, vision, and core values. The talented team within the SEA is positioned to lead on bidding on large-scale national and regional events for our facilities. The County is blessed with amazing sports facilities imbedded within its recreation and parks facilities that provide the opportunity for the SEA to bid on and host sports tourism events. In addition, the Henrico Sports and Events Center set to open this fall will be a game-changer for the

### *Sports and Entertainment Authority*

County and the region. It was estimated that nearly \$30 million was being left on the table by not having an indoor sports facility to host basketball, volleyball, futsal, and other indoor related activities. The SEA has already started the process of booking tournaments and events in this facility. The Authority is actively marketing the facility and all County sports properties through a variety of mediums, as well as being active and visible at the industry's largest conferences and trade shows. We currently have our website under construction. The SEA team actively pursues many leads, RFP requests, and prospects daily for events and entertainment attractions for the County.

In the next few years, the SEA will take an active role in the development of the Arena at Green City, as well as the expansion of Pickle Ball at Pouncey Tract, and the next phase of development at Glover Park. These projects will open new avenues of sports and entertainment events for the County and the region, so that it is "Showtime. All the Time" in Henrico!



**Department Operating Budget  
Henrico County, Virginia  
FY24**

**SPORTS AND ENTERTAINMENT AUTHORITY**

Account	Description	Prior Year Actual	Approved Budget	Proposed Budget*	Dollar Inc/Dec	Percent Inc/Dec
50100	Full-Time Salaries and Wages - Regular	202,113	380,098	603,767	223,669	58.8%
50104	Temporary Salaries and Wages - Regular	1,505	30,000	44,263	14,263	47.5%
50108	Hybrid Disability Prgm (Prev Wage Adj)	174	1,222	2,416	1,194	97.7%
50109	Vacancy Savings	0	(13,638)	(18,645)	(5,007)	36.7%
50110	FICA	14,613	30,926	44,230	13,304	43.0%
50111	Retirement VRS	28,578	62,830	139,388	76,558	121.8%
50112	Hospital/Medical Plans	30,135	40,928	64,482	23,554	57.5%
50113	Group Insurance - Life (VRS)	2,641	5,321	8,333	3,012	56.6%
50209	Other Professional Services	0	12,709	12,709	0	0.0%
50220	Lease/Rent Of Equipment	129	1,000	1,000	0	0.0%
50221	Lease/Rent Of Buildings	1,283	0	0	0	0.0%
50240	Printing and Binding	798	15,000	15,000	0	0.0%
50250	Advertising	9,719	19,600	65,000	45,400	231.6%
50270	Other Contractual Services	17,940	10,000	10,000	0	0.0%
50310	Automotive/Motor Pool	0	0	5,000	5,000	5000.0%
50410	Postal Services	0	100	100	0	0.0%
50411	Messenger Services	0	500	500	0	0.0%
50430	Mileage	0	0	1,500	1,500	1500.0%
50431	Education and Training	13,890	16,291	16,291	0	0.0%
50441	Payment To Other Civic/Community Organizations	50,000	50,000	50,000	0	0.0%
50450	Dues And Association Memberships	1,195	1,160	1,160	0	0.0%
50453	Freight Charges	0	600	600	0	0.0%
50459	Other Charges Miscellaneous	0	0	3,000	3,000	3000.0%
50500	Office Supplies	240	0	0	0	0.0%
50501	Food Supplies and Food Service Supplies	254	500	5,000	4,500	900.0%
50511	Uniforms/Wearing Apparel/ITEMS	0	0	3,800	3,800	3800.0%
50512	Books and Subscriptions	983	0	0	0	0.0%
50513	Educational and Recreational Supplies	70	100	100	0	0.0%
50514	Other Operating Supplies	122	100	100	0	0.0%
<b>Total Department</b>		<b>376,382</b>	<b>665,347</b>	<b>1,079,094</b>	<b>413,747</b>	<b>62.2%</b>

\*Funding moved from 0101 to 1102 for FY24

# PUBLIC UTILITIES

## Solid Waste and Street Lighting

### DESCRIPTION

In addition to the Water and Sewer services reflected in the Enterprise Fund, the Department of Public Utilities provides solid waste disposal, limited refuse collection, and street lighting services to residents of Henrico County.

Solid Waste services consist of operating a transfer station, public use areas, curbside refuse collection and recyclables collection, neighborhood and community maintenance cleanups, Keep Henrico Beautiful program, bulky waste and bagged leaf collection, maintaining two closed landfills and maintaining the gas collection system at the Glen Allen Softball Complex. The street lighting services provided consist of accounting for the operation and maintenance of several designated street lighting districts.

### OBJECTIVES

- To provide for disposal of solid waste in a manner consistent with State and Federal laws and regulations and policies of the County Board of Supervisors.
- To administer the street lighting program in sanitary Districts 2, 3, 3.1, 12, 23, 63.1 and Virginia Center Commons in a manner consistent with policies of the County Board of Supervisors.

### FISCAL YEAR 2024 SUMMARY

Description	Annual Fiscal Plan			Change 23 to 24
	FY22 Actual	FY23 Original	FY24 Proposed	
Personnel	\$ 5,421,675	\$ 5,430,084	\$ 6,219,349	14.5%
Operation	8,785,902	10,543,097	15,498,911	47.0%
Capital	1,994,407	2,286,753	2,750,000	20.3%
Total Solid Waste	<u>\$ 16,201,984</u>	<u>\$ 18,259,934</u>	<u>\$ 24,468,260</u>	<u>34.0%</u>
Street Lights	63,652	84,100	100,000	18.9%
Total Solid Waste/Street Lights	<u>\$ 16,265,636</u>	<u>\$ 18,344,034</u>	<u>\$ 24,568,260</u>	<u>33.9%</u>

Personnel Complement\* 69 71 71 0

\*Automotive Service Worker II positions to assist with preventive maintenance and Utility Heavy Equipment Supervisor for Springfield Road facility.  
 added: position number 450- Prevention Maintenance Technician; 449-Utility Heavy Equipmnet Supver

## PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Tons Collected by Refuse Collection	57,271	57,000	57,000	0
Tons Collected by Bulky Waste	0 <sup>(1)</sup>	0	0	0
Tons Collected by Neighborhood Cleanups	326 <sup>(2)</sup>	750	750	0
Tons Deposited in Public Use Areas	29,095	30,000	30,000	0
Number of Refuse Customers	53,735	54,000	54,200	200

(1) Bulky waste pickups for County residents is now being done by contractor.

(2) Community maintenance stopped during the pandemic now on fewer weekends.

## BUDGET HIGHLIGHTS

Projected Solid Waste revenues in FY24 are \$18,047,451 which is inclusive of a General Fund subsidy of \$6,420,989 and street lighting district revenue of \$100,000. Street lighting district includes the addition of a Virginia Center Commons (VCC) district to enhance the Sports Entertainment Authority Complex. The General Fund subsidy supports four programs that are administered by Solid Waste. The Division's total expenditures increased by \$30,861 or 0.2% when compared to the FY23 approved budget.

The personnel component is budgeted at \$6,219,349 in FY24 and reflects an increase of \$789,265 or 14.5% from the previous fiscal year. This includes pay increases for all employees, retirement, and health care cost.

The operating is funded at \$15,498,911 in FY24 and reflects an increase of \$4,955,814 or 47.0% from the previous fiscal year. Of the total increase \$3,049,500 is allocated for the revised recycling contract with CVWMA. Included in this cost is 96 gallon recycling carts for all participants. Includes funding increases for temporary contracts, sewer services, preventive maintenance, MS4 Inspections & Sweeping, funding for refuse trucks, refuse packers and refuse carts, postage, environmental services, and fuel. Capital outlay is funded at \$2,075,394 in FY24 and reflects a decrease of \$211,359 or 9.2 % from the previous fiscal year. The Solid Waste budget is captured in four distinct areas – Administration, Collection Operations, Processing and Disposal, and Litter Control (Keep Henrico Beautiful). What follows is a description of each major area in the Solid Waste Budget:

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### ADMINISTRATION

The budget for Administration is \$3,775,544 and reflects an increase of \$469,150, or 14.2% from the previous fiscal year. This increase is due to pay increases for all employees, and funding for refuse trucks, refuse packers.

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### COLLECTION OPERATIONS

The budget for Collection Operations totals \$9,696,349 and represents an increase of \$2,166,183 or 28.8% when compared to the prior fiscal year approved budget. This area is split between four distinct sections described below:

*Public Utilities – Solid Waste and Street Lighting*

Refuse Collection

The budget for the Refuse Collection area is \$8,575,789, which represents an increase of \$1,899,518 or 28.5% from the previous fiscal year. Weekly refuse collection services are provided to over 50,000 households in the County by fifteen refuse collection crews operating County owned equipment. Reflects increases for all employees, retirement, and health care cost. Includes funding increases for refuse spills, an increase for the cost of preventive maintenance, and diesel fuel.

Bulky Waste Collection

The budget for the Bulky Waste Collection area is \$42,694 which represents a decrease of \$4,114 or 8.8% from the previous fiscal year. The Bulky Waste program typically operates during normal business hours and collects large items such as furniture, appliances, and yard waste. The Solid Waste Division continues to collect REAP Bulky Waste orders only, which are free to qualifying households. The requested budget covers the collection and processing costs associated with the REAP Bulky Waste program.

Bagged Leaf Services

The budget for Bagged Leaf Services is \$452,554, which is an increase of \$260,343 or 135.4% from the previous fiscal year. Cost increase for contractor leaf collection. Bagged Leaf Services provides two collections in each neighborhood from November through February per a published Leaf Collection Schedule. A transfer from the General Fund supports the costs associated with Bagged Leaf Services.

Community Maintenance and Neighborhood Cleanup

Cleanup expenditures total \$625,312, which is an increase of \$10,436 or 1.7% from the previous fiscal year. In previous years, the Department of Public Utilities' (DPU) Operations Division and the Department of Public Works' (DPW) Road Maintenance Division were able to provide collection crews and equipment to facilitate collection in addition to Solid Waste Division equipment and staff. The DPU Operations Division and DPW Road Maintenance Division are no longer able to provide staffing and equipment for cleanup activities. Therefore, contractors have been utilized to work alongside Solid Waste Division staffing to facilitate the cleanups.

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PROCESSING AND DISPOSAL

The FY24 budget of \$10,856,563 for Processing and Disposal represents a increase of \$3,566,466 or 48.9% from the previous fiscal year. The Processing and Disposal budget components cover recycling, transfer station and public use area operation, and landfill post closure.

Recycling

Recycling expenditures total \$7,288,665 which is an increase of \$3,112,009 or 74.5% from the previous fiscal year. The County contracts recycling services through the Central Virginia Waste Management Authority (CVWMA). The curbside recycling program currently serves homes in the County at \$2.24 per home per month. Funding includes an increase in the county recycling contract, cost for recycling carts, contractual services, fuel, and environmental expenses.

Changes to this program are needed because of the increasing cost of processing recyclable materials as a result of international buyers refusing to take certain materials due to contamination and their inability to utilize contaminated materials. Despite these challenges, there is still strong interest in continued recycling efforts that

### *Public Utilities – Solid Waste and Street Lighting*

minimize the amount of refuse from Henrico County that enters a landfill. The County's new recycling agreement will expand its program to townhomes, condominiums, and apartments while also transitioning from 24-gallon bins to 96-gallon carts.

#### Transfer Station

On July 1, 2014, the County began operating a transfer station at Ford's Country Lane due to the closure of the landfill. The cost of the transfer station is entirely covered by charges to other functions through interdepartmental billings for transfer station services. The transfer station will accept refuse from the County's Refuse Collection Service, Public Use Areas, Bulky Waste Collection, and Community/ Neighborhood Cleanups.

#### Public Use Areas

The FY24 budget for the Public Use Areas is \$3,136,801, which is a decrease of \$17,348 or 0.6% from the previous fiscal year. Solid Waste operates two Public Use Areas in the County, in the western end at Ford's Country Lane, and in the eastern end at Charles City Road. The Public Use Areas are available to individual property owners to deposit refuse for a fee of \$3 per visit and deposit recyclables at no charge. Coupon books are available for ten visits at a cost of \$27 and for fifteen visits at a cost of \$40. The balance of the costs in this area are covered by the solid waste fund. The Public Use Areas are open 360 days per year and receive approximately 29,000 tons of refuse annually.

#### Landfill Post Closure

Landfill Post Closure expenditures of \$484,150 which is an increase of \$26,400 or 5.8% from the previous fiscal year. Funding in this area exists for post closure care of both closed landfills which are located at Nine Mile Rd. and Springfield Rd. In addition, funding for the operation, maintenance, and environmental sampling of the landfill gas collection system at the Glen Allen Softball Complex comes from this component.

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#### LITTER CONTROL (KEEP HENRICO BEAUTIFUL):

The FY24 budget for Litter Control is \$139,804 which reflects an increase of \$6,527 or 4.9% compared to the FY23 approved budget.

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#### STREET LIGHTING

The County provides street lighting in certain areas, which are funded with supplemental tax levies to residents and businesses in those areas. The Proposed FY24 budget includes creating a new Virginia Center Commons (VCC) street lighting district to enhance the Sports Entertainment Authority Complex. The budget for FY24 will maintain service levels for the current 156 streetlights in District #2, 163 streetlights in District #3, the 27 streetlights in District #3.1, the 27 streetlights in District #23, the 87 streetlights in District #12, and the 10 streetlights in District #63.1. It is proposed that a new streetlighting district be established around the redeveloped Virginia Center Commons. Projected street lighting revenues and expenditures in FY24 total \$100,000 remaining flat to the prior year approved budget.

The street lighting personal property levy for each Sanitary District remains at \$0.001 for all districts. The real property levies for the existing districts remain unchanged for FY24. The FY24 district rates are as follows:



*Public Utilities – Solid Waste and Street Lighting*

Sanitary District	Real Property Rate
District #2	\$0.003
District #3	\$0.010
District #3.1	\$0.031
District #23	\$0.010
District #12	\$0.010
District #63.1	\$0.019

It should be noted that the real property rates were decreased for street lighting in the FY07 approved budget. Prior to that decrease, the real property tax levies had not been reduced since calendar year 1981 for all existing sanitary districts.

The rate for the VCC street light district will be determined for 2024 tax rates.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC UTILITIES - SOLID WASTE**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	2,894,579	3,291,365	3,627,769	336,404	10.2%
50101 Full-Time Salaries and Wages - Overtime	985,432	347,928	347,928	0	0.0%
50104 Temporary Salaries and Wages - Regular	95,022	97,370	97,370	0	0.0%
50105 Temporary Salaries and Wages - Overtime	4,734	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	13,249	6,414	8,228	1,814	28.3%
50110 FICA	294,120	285,855	529,008	243,153	85.1%
50111 Retirement VRS	418,238	542,764	695,870	153,106	28.2%
50112 Hospital/Medical Plans	551,098	726,472	763,037	36,565	5.0%
50113 Group Insurance - Life (VRS)	38,482	46,080	50,789	4,709	10.2%
50114 Unemployment Insurance	333	0	0	0	0.0%
50115 Workers' Compensation	110,621	50,000	50,000	0	0.0%
50200 Medical Services	1,472	2,217	2,082	-135	-6.1%
50204 Engineering/Architectural Services	141,950	330,000	330,000	0	0.0%
50209 Other Professional Services	553,000	547,000	547,000	0	0.0%
50210 Maintenance and Repairs	24,012	91,900	94,900	3,000	3.3%
50211 Maintenance Service Contracts	7,059	36,020	36,020	0	0.0%
50212 Vehicle Repair	1,721,173	1,637,750	2,669,000	1,031,250	63.0%
50220 Lease/Rent Of Equipment	39,384	18,576	21,076	2,500	13.5%
50230 Temporary Help Service Fees	218,548	155,316	190,116	34,800	22.4%
50240 Printing and Binding	44,197	28,495	28,495	0	0.0%
50250 Advertising	1,170	8,650	8,650	0	0.0%
50270 Other Contractual Services	2,167,622	2,293,764	2,831,957	538,193	23.5%
50285 Landscaping	23,590	23,590	23,590	0	0.0%
50290 Purchase of Services from Other Governments	2,570,366	4,079,221	7,128,787	3,049,566	74.8%
50300 Information Technology	46,500	46,500	46,500	0	0.0%
50310 Automotive/Motor Pool	106,343	98,179	98,180	1	0.0%

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50400	Electric Services	27,692	39,400	39,400	0	0.0%
50402	Water Service	905	3,387	3,387	0	0.0%
50403	Sewer Service	55,509	38,964	65,364	26,400	67.8%
50410	Postal Services	183	5,900	35,900	30,000	508.5%
50412	Telecommunications	18,963	23,816	23,816	0	0.0%
50420	Insurance	62,519	255,400	255,400	0	0.0%
50430	Mileage	25	0	0	0	0.0%
50431	Education and Training	5,630	9,100	9,100	0	0.0%
50450	Dues And Association Memberships	2,101	1,453	1,453	0	0.0%
50452	Bad Debt Expense	149,699	92,000	92,000	0	0.0%
50457	Road Repairs	72,443	84,500	84,500	0	0.0%
50459	Other Charges Miscellaneous	0	260	260	0	0.0%
50460	Environmental Expenses	63,437	85,310	137,950	52,640	61.7%
50500	Office Supplies	5,475	9,400	9,400	0	0.0%
50501	Food Supplies and Food Service Supplies	521	2,085	2,085	0	0.0%
50502	Agricultural Supplies	0	2,700	2,700	0	0.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	4,791	7,600	7,600	0	0.0%
50506	Repair and Maintenance Supplies	9,487	11,800	11,800	0	0.0%
50507	Gasoline	0	94,760	113,010	18,250	19.3%
50508	Diesel Fuel	552,551	289,432	458,781	169,349	58.5%
50509	Vehicle and Powered Equipment Supplies	0	2,550	2,550	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	53,493	43,903	43,903	0	0.0%
50513	Educational and Recreational Supplies	12,675	13,640	13,640	0	0.0%
50514	Other Operating Supplies	17,627	7,859	7,859	0	0.0%
50515	Road Materials	115	16,000	16,000	0	0.0%
50517	Small Tools	679	2,200	2,200	0	0.0%
50521	Computer Software	2,996	2,500	2,500	0	0.0%
50801	Machinery and Equipment-New \$10,000 and Over	286,557	194,138	129,394	-64,744	-33.3%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	445,406	36,000	0	-36,000	-100.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50812 Furniture and Fixtures-New Less Than \$10,000	0	1,500	0	-1,500	-100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	50	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	5,000	0	-5,000	-100.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	1,257,711	2,034,115	2,604,606	570,491	28.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	150	10,000	10,000	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,533	6,000	6,000	0	0.0%
50911 Interdepartmental Billings	15,767	35,836	49,350	13,514	37.7%
<b>Total Department</b>	<b>16,201,984</b>	<b>18,259,934</b>	<b>24,468,260</b>	<b>6,208,326</b>	<b>34.0%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC UTILITIES - SOLID WASTE**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>31601 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	314,953	404,556	400,946	-3,610	-0.9%
50101 Full-Time Salaries and Wages - Overtime	44,123	150	150	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	187	192	471	279	145.3%
50110 FICA	25,947	30,960	30,684	-276	-0.9%
50111 Retirement VRS	44,753	65,574	76,276	10,702	16.3%
50112 Hospital/Medical Plans	54,995	71,624	64,482	-7,142	-10.0%
50113 Group Insurance - Life (VRS)	4,136	5,664	5,613	-51	-0.9%
50115 Workers' Compensation	110,621	50,000	50,000	0	0.0%
50209 Other Professional Services	33,000	33,000	39,000	6,000	18.2%
50220 Lease/Rent Of Equipment	2,072	2,076	2,076	0	0.0%
50270 Other Contractual Services	256	3,500	3,500	0	0.0%
50300 Information Technology	46,500	46,500	46,500	0	0.0%
50310 Automotive/Motor Pool	27,516	28,799	28,800	1	0.0%
50412 Telecommunications	5,000	8,420	8,420	0	0.0%
50420 Insurance	62,519	255,400	255,400	0	0.0%
50431 Education and Training	2,108	6,800	6,800	0	0.0%
50450 Dues And Association Memberships	711	916	916	0	0.0%
50459 Other Charges Miscellaneous	0	260	260	0	0.0%
50500 Office Supplies	1,000	1,000	1,000	0	0.0%
50501 Food Supplies and Food Service Supplies	137	1,000	1,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	179	750	750	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50514 Other Operating Supplies	30	0	0	0	0.0%
50521 Computer Software	2,996	2,500	2,500	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	286,557	194,138	129,394	-64,744	-33.3%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	445,406	36,000	0	-36,000	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	0	1,500	0	-1,500	-100.0%
50815 Computer Equipment-New Less Than \$10,000	0	5,000	0	-5,000	-100.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	1,257,711	2,034,115	2,604,606	570,491	28.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	10,000	10,000	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	4,533	6,000	6,000	0	0.0%
<b>Total Cost Center</b>	<b>2,777,996</b>	<b>3,306,394</b>	<b>3,775,544</b>	<b>469,150</b>	<b>14.2%</b>
<b>31602 Collection Operations</b>					
50100 Full-Time Salaries and Wages - Regular	1,529,220	1,703,452	1,899,558	196,106	11.5%
50101 Full-Time Salaries and Wages - Overtime	498,868	164,365	164,365	0	0.0%
50104 Temporary Salaries and Wages - Regular	0	51,870	51,870	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,199	4,154	4,811	657	15.8%
50110 FICA	149,977	146,856	299,277	152,421	103.8%
50111 Retirement VRS	221,764	281,581	383,997	102,416	36.4%
50112 Hospital/Medical Plans	281,018	388,816	408,386	19,570	5.0%
50113 Group Insurance - Life (VRS)	20,345	23,848	26,594	2,746	11.5%
50114 Unemployment Insurance	378	0	0	0	0.0%
50200 Medical Services	824	1,015	880	-135	-13.3%
50204 Engineering/Architectural Services	0	20,000	20,000	0	0.0%
50209 Other Professional Services	363,000	357,000	351,000	-6,000	-1.7%
50210 Maintenance and Repairs	104	400	400	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50211 Maintenance Service Contracts	0	19,720	19,720	0	0.0%
50212 Vehicle Repair	1,287,394	1,291,500	2,286,000	994,500	77.0%
50230 Temporary Help Service Fees	138,863	100,404	135,204	34,800	34.7%
50240 Printing and Binding	41,164	15,500	15,500	0	0.0%
50250 Advertising	0	3,000	3,000	0	0.0%
50270 Other Contractual Services	652,369	576,764	863,895	287,131	49.8%
50310 Automotive/Motor Pool	52,253	45,020	45,020	0	0.0%
50402 Water Service	514	867	867	0	0.0%
50403 Sewer Service	640	924	924	0	0.0%
50410 Postal Services	0	5,400	35,400	30,000	555.6%
50412 Telecommunications	5,003	5,730	5,730	0	0.0%
50431 Education and Training	2,572	0	0	0	0.0%
50450 Dues And Association Memberships	625	212	212	0	0.0%
50452 Bad Debt Expense	149,699	92,000	92,000	0	0.0%
50460 Environmental Expenses	55,435	38,960	53,200	14,240	36.6%
50500 Office Supplies	1,847	3,000	3,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	1,291	2,000	2,000	0	0.0%
50506 Repair and Maintenance Supplies	5,848	0	0	0	0.0%
50507 Gasoline	0	1,760	1,760	0	0.0%
50508 Diesel Fuel	445,119	236,632	405,981	169,349	71.6%
50509 Vehicle and Powered Equipment Supplies	0	50	50	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	43,525	24,477	24,477	0	0.0%
50514 Other Operating Supplies	45	0	0	0	0.0%
50517 Small Tools	643	1,000	1,000	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50911 Interdepartmental Billings	1,714,385	1,921,889	2,090,271	168,382	8.8%
<b>Total Cost Center</b>	<b>7,667,981</b>	<b>7,530,166</b>	<b>9,696,349</b>	<b>2,166,183</b>	<b>28.8%</b>
<b>31603 Processing and Disposal</b>					
50100 Full-Time Salaries and Wages - Regular	989,235	1,119,250	1,258,370	139,120	12.4%
50101 Full-Time Salaries and Wages - Overtime	442,441	183,413	183,413	0	0.0%
50104 Temporary Salaries and Wages - Regular	93,943	45,500	45,500	0	0.0%
50105 Temporary Salaries and Wages - Overtime	4,734	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	9,863	2,068	2,946	878	42.5%
50110 FICA	113,509	103,135	193,777	90,642	87.9%
50111 Retirement VRS	142,851	185,012	224,209	39,197	21.2%
50112 Hospital/Medical Plans	206,929	255,800	279,422	23,622	9.2%
50113 Group Insurance - Life (VRS)	13,181	15,670	17,617	1,947	12.4%
50114 Unemployment Insurance	-45	0	0	0	0.0%
50200 Medical Services	648	1,202	1,202	0	0.0%
50204 Engineering/Architectural Services	141,950	310,000	310,000	0	0.0%
50209 Other Professional Services	157,000	157,000	157,000	0	0.0%
50210 Maintenance and Repairs	23,908	91,500	94,500	3,000	3.3%
50211 Maintenance Service Contracts	7,059	16,300	16,300	0	0.0%
50212 Vehicle Repair	433,779	346,250	383,000	36,750	10.6%
50220 Lease/Rent Of Equipment	37,312	16,500	19,000	2,500	15.2%
50230 Temporary Help Service Fees	79,685	54,912	54,912	0	0.0%
50240 Printing and Binding	503	4,500	4,500	0	0.0%
50250 Advertising	0	2,000	2,000	0	0.0%
50270 Other Contractual Services	1,514,997	1,713,500	1,964,562	251,062	14.7%
50285 Landscaping	23,590	23,590	23,590	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50290 Purchase of Services from Other Governments	2,570,366	4,079,221	7,128,787	3,049,566	74.8%
50310 Automotive/Motor Pool	26,574	21,120	21,120	0	0.0%
50400 Electric Services	27,692	39,400	39,400	0	0.0%
50402 Water Service	391	2,520	2,520	0	0.0%
50403 Sewer Service	54,869	38,040	64,440	26,400	69.4%
50412 Telecommunications	8,041	8,946	8,946	0	0.0%
50430 Mileage	25	0	0	0	0.0%
50431 Education and Training	950	2,050	2,050	0	0.0%
50450 Dues And Association Memberships	225	325	325	0	0.0%
50457 Road Repairs	72,443	84,500	84,500	0	0.0%
50460 Environmental Expenses	8,002	46,350	84,750	38,400	82.8%
50500 Office Supplies	2,402	5,000	5,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	3,500	5,600	5,600	0	0.0%
50506 Repair and Maintenance Supplies	3,639	11,800	11,800	0	0.0%
50507 Gasoline	0	93,000	111,250	18,250	19.6%
50508 Diesel Fuel	107,432	52,800	52,800	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	2,500	2,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	9,789	18,676	18,676	0	0.0%
50514 Other Operating Supplies	159	0	0	0	0.0%
50515 Road Materials	115	16,000	16,000	0	0.0%
50517 Small Tools	36	1,200	1,200	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	50	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%
50911 Interdepartmental Billings	-1,698,618	-1,886,053	-2,040,921	-154,868	-8.2%
<b>Total Cost Center</b>	<b>5,635,204</b>	<b>7,290,097</b>	<b>10,856,563</b>	<b>3,566,466</b>	<b>48.9%</b>

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>31604 Litter Control</b>					
50100 Full-Time Salaries and Wages - Regular	61,171	64,107	68,895	4,788	7.5%
50104 Temporary Salaries and Wages - Regular	1,079	0	0	0	0.0%
50110 FICA	4,687	4,904	5,270	366	7.5%
50111 Retirement VRS	8,870	10,597	11,388	791	7.5%
50112 Hospital/Medical Plans	8,156	10,232	10,747	515	5.0%
50113 Group Insurance - Life (VRS)	820	898	965	67	7.5%
50240 Printing and Binding	2,530	8,495	8,495	0	0.0%
50250 Advertising	1,170	3,650	3,650	0	0.0%
50310 Automotive/Motor Pool	0	3,240	3,240	0	0.0%
50410 Postal Services	183	500	500	0	0.0%
50412 Telecommunications	919	720	720	0	0.0%
50431 Education and Training	0	250	250	0	0.0%
50450 Dues And Association Memberships	540	0	0	0	0.0%
50500 Office Supplies	226	400	400	0	0.0%
50501 Food Supplies and Food Service Supplies	384	1,085	1,085	0	0.0%
50502 Agricultural Supplies	0	2,700	2,700	0	0.0%
50513 Educational and Recreational Supplies	12,675	13,640	13,640	0	0.0%
50514 Other Operating Supplies	17,393	7,859	7,859	0	0.0%
<b>Total Cost Center</b>	<b>120,803</b>	<b>133,277</b>	<b>139,804</b>	<b>6,527</b>	<b>4.9%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC UTILITIES - SOLID WASTE**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>31701 Sanitary District #2</b>					
50400 Electric Services	22,211	22,600	22,600	0	0.0%
50506 Repair and Maintenance Supplies	0	1,000	1,000	0	0.0%
<b>Total Cost Center</b>	<b>22,211</b>	<b>23,600</b>	<b>23,600</b>	<b>0</b>	<b>0.0%</b>
<b>31704 Sanitary District #12</b>					
50209 Other Professional Services	0	1,100	1,100	0	0.0%
50210 Maintenance and Repairs	290	12,000	12,000	0	0.0%
50400 Electric Services	9,538	10,000	10,000	0	0.0%
<b>Total Cost Center</b>	<b>9,828</b>	<b>23,100</b>	<b>23,100</b>	<b>0</b>	<b>0.0%</b>
<b>31705 Sanitary District #23</b>					
50400 Electric Services	2,458	2,800	2,800	0	0.0%
<b>Total Cost Center</b>	<b>2,458</b>	<b>2,800</b>	<b>2,800</b>	<b>0</b>	<b>0.0%</b>
<b>31706 Sanitary District #63.1</b>					
50400 Electric Services	0	1,000	16,900	15,900	1,590.0%
<b>Total Cost Center</b>	<b>0</b>	<b>1,000</b>	<b>16,900</b>	<b>15,900</b>	<b>1,590.0%</b>



**Operating Line Item Budget By Cost Center**  
**Henrico County, Virginia**  
**FY2023-24**  
**PUBLIC UTILITIES - SOLID WASTE**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>31702 Sanitary District #3</b>					
50400 Electric Services	25,435	26,800	26,800	0	0.0%
50506 Repair and Maintenance Supplies	0	3,000	3,000	0	0.0%
<b>Total Cost Center</b>	<b>25,435</b>	<b>29,800</b>	<b>29,800</b>	<b>0</b>	<b>0.0%</b>
<b>31703 Sanitary District #3.1</b>					
50400 Electric Services	3,720	3,800	3,800	0	0.0%
<b>Total Cost Center</b>	<b>3,720</b>	<b>3,800</b>	<b>3,800</b>	<b>0</b>	<b>0.0%</b>

# PUBLIC WORKS – BEST MANAGEMENT PRACTICES

## DESCRIPTION

The Department of Public Works is responsible for the long-term maintenance of Best Management Practice (BMP) devices in single-family residential subdivisions within Henrico County. BMP devices are basins for treating storm water to improve water quality. A fee is paid by developers at the time subdivisions are recorded to offset the county's cost of maintaining BMPs.

## OBJECTIVE

- To provide the long-term maintenance of BMP devices in accordance with Federal and State regulations.

## BUDGET HIGHLIGHTS

The budget of \$50,000 is based on anticipated fee revenue. The BMP maintenance fee is \$100 per lot and is paid by developers when subdivisions are recorded. The Department plans to use an annual contractor to perform BMP maintenance.

An alternative storm water management program has been developed. Adopted on August 14, 2001 by the Board of Supervisors, the program will reduce the number of BMPs constructed for future development projects by providing more cost-effective alternatives through a comprehensive watershed management approach. Use of a subdivision lot for a BMP device not only reduces revenue for the developer by preventing the sale of this lot, but also effectively decreases the value of adjacent lots. The Best Management Practices Program will eventually be phased out as the new Watershed Management Program is implemented. Eventually, all revenue will be generated through the new Environmental Fund that was established to fund projects identified by the Watershed Management Program.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	72,068	50,000	50,000	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 72,068</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>0.0%</u>
Personnel Complement	N/A	N/A	N/A	N/A



**Department Operating Budget  
Henrico County, Virginia  
PUBLIC WORKS**

<b>Cost Center</b>	<b>Function: 1220 BMP Maintenance</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>28007</b>	<b>Environmental</b>					
50270	Other Contractual Services	72,068	50,000	50,000	0	0.0%
<b>Total Cost Center</b>		<b>72,068</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>

# PUBLIC WORKS – WATERSHED PROGRAM

## DESCRIPTION

The Department of Public Works developed and implemented an innovative program that addresses storm water quality requirements mandated by State and Federal regulations for development projects. The Watershed Program provides more effective alternatives to the typical Best Management Practices (BMPs). One of these alternatives is the contribution to an environmental fund in lieu of constructing BMPs in certain areas. This fund will be used by the Department of Public Works to restore streams and otherwise improve water quality throughout the county.

## OBJECTIVES

- Restore streams and otherwise improve water quality to achieve the mandated levels of water quality benefit as the typical on-site BMP approach.

## BUDGET HIGHLIGHTS

The budget of \$847,000 is based on the amount of anticipated revenue from this program, which began in FY03. The fee for the environmental fund is \$8,000 per pound of pollutant removal required and is paid by developers prior to POD approval and subdivision recordation. Currently, the Department plans to conduct individual projects through Requests for Proposal and Professional Service Agreements.

The alternative storm water management program was adopted on August 14, 2001 by the Board of Supervisors. The Program provides alternatives to constructing BMPs in certain areas and will reduce the number of BMPs in the future. To offset the storm water treatment that will not be provided by those BMPs, the Department of Public Works will use funds generated by the Watershed Program to conduct projects along streams to improve water quality. These projects will include stream restoration, stream bank stabilization, a streamside buffer establishment, and stream obstruction removal. Funding will also be made available for large, regional BMPs as opportunities become available through cooperation with developers and citizens. Watershed Program expenditures will not exceed revenues.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	0	847,000	847,000	0.0%
Capital	0	0	0	0.0%
Total	<u>\$ 0</u>	<u>\$ 847,000</u>	<u>\$ 847,000</u>	<u>0.0%</u>
Personnel Complement	N/A	N/A	N/A	N/A



**Department Operating Budget  
Henrico County, Virginia  
PUBLIC WORKS**

<b>Cost Center</b>	<b>Function: 1221 Watershed Program</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>28007</b>	<b>Environmental</b>					
50270	Other Contractual Services	0	700,000	700,000	0	0.0%
50502	Agricultural Supplies	0	47,000	47,000	0	0.0%
50514	Other Operating Supplies	0	100,000	100,000	0	0.0%
<b>Total Cost Center</b>		<b>0</b>	<b>847,000</b>	<b>847,000</b>	<b>0</b>	<b>0.0%</b>





**ENTERPRISE FUNDS**

**COUNTY OF HENRICO, VIRGINIA**  
**PROPOSED REVENUES AND EXPENDITURES - WATER & SEWER ENTERPRISE FUND**

	FY22	FY23	FY24
	Actual	Original	Proposed
<b>Revenues/Resources</b>			
Sale of Water	\$65,401,751	\$65,648,600	\$69,223,395
Sale of Sewer	64,857,880	64,255,309	67,849,989
Water Charges	6,471,138	4,927,994	5,122,244
Sewer Charges	8,717,505	5,902,726	6,151,376
Strong Waste Surcharge	640,929	335,000	375,000
City of Richmond	1,245,359	1,215,688	1,215,688
Interest Earnings	357,439	893,611	525,000
Federal Funding	2,572,081	0	0
Other Water/Sewer Revenues	9,290,005	1,545,689	1,528,204
Transfer from General Fund	7,282,108	2,990,750	7,150,500
<b>Total Operating Revenues</b>	<b>\$166,836,195</b>	<b>\$147,715,367</b>	<b>\$159,141,396</b>
<b>Operating Expenditures</b>			
Personnel	\$18,054,418	\$22,662,663	\$24,253,350
Operating	51,059,792	55,144,433	60,745,947
Capital Outlay	558,151	1,862,788	2,168,488
<b>Sub-Total Operating</b>	<b>\$69,672,361</b>	<b>\$79,669,884</b>	<b>\$87,167,785</b>
Debt Service	16,939,163	31,191,008	29,648,861
<b>Total Operating Expenditures</b>	<b>\$86,611,524</b>	<b>\$110,860,892</b>	<b>\$116,816,646</b>
<b>Results of Operations (Prior to Capital Expenses)</b>	<b>(80,224,671)</b>	<b>(36,854,475)</b>	<b>(42,324,750)</b>
<b>Budget For Capital Use (Below)</b>	<b>(59,274,802)</b>	<b>(60,450,000)</b>	<b>(42,324,750)</b>
<b>Capital Budget Expenditures</b>			
Approved Capital Projects (FY23 Budget)	\$0	\$75,450,000	\$0
Approved Capital Projects (New FY24 Budget)	0	0	100,900,000
Continuing Capital Projects (Previously Approved) <sup>(1)</sup>	59,274,802	0	0
<b>Total Capital Budget Expenses:</b>	<b>\$59,274,802</b>	<b>\$75,450,000</b>	<b>\$100,900,000</b>
<b>Capital Budget Resources</b>			
Water and Sewer Revenues	59,274,802	60,450,000	42,324,750
Water and Sewer Fund Balance	0	15,000,000	58,575,250
<b>Total Capital Budget Resources:</b>	<b>\$59,274,802</b>	<b>\$75,450,000</b>	<b>\$100,900,000</b>

Notes:

(1) This number plus the budget figure reflects Utilities estimate of capital spending from previously Board approved capital projects. FY2022 represents actual spending, as per the 2022 audit.

# PUBLIC UTILITIES

## Water & Sewer

### DESCRIPTION

The Water and Sewer Enterprise Fund accounts for the provision of water and sewer services to residents and businesses of Henrico County. All activities necessary to provide such services are accounted for in this fund, including construction, financing, and related debt service. The total cost of water and sewer services is funded by user charges and fees. With \$5 million in General Fund support.

Henrico purchased all its water requirements from the City of Richmond prior to April 2004. At that time, the Water Treatment Facility (WTF) opened and began providing water to customers, thereby, reducing the quantity of water the County purchases from the City. In addition to water services, the Department is responsible for the installation and maintenance of fire hydrants throughout the County.

Sanitary sewers are separate from storm water collection facilities in the County, and the Department of Public Utilities is responsible for all sanitary sewer services. The Henrico County Water Reclamation Facility (WRF) treats most of the County’s wastewater, with a small amount treated by the City of Richmond. Portions of Goochland County, Hanover County and the City of Richmond are also served by the WRF.

### OBJECTIVES

- To provide adequate quantities of safe drinking water in compliance with State and Federal regulations and County standards, at equitable rates, and to others with whom the County has contracted to provide service.
- To provide wastewater disposal in a manner consistent with State and Federal laws and regulations, V.P.D.E.S. permits and County standards, at equitable rates, and to others with whom the County has contracted to provide service.

### FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 18,054,418	\$ 22,662,663	\$ 24,253,350	7.0%
Operation	51,059,792	54,503,443	60,104,957	10.3%
Capital	558,151	1,862,788	2,168,488	16.4%
Debt Service	16,939,163	31,831,998	30,289,851	(4.8%)
Total	<u>\$ 86,611,524</u>	<u>\$ 110,860,892</u>	<u>\$ 116,816,646</u>	<u>5.4%</u>

Personnel Complement 307 316 322 6

FY24-Added 1-Senior Business Manager, 2- Instrumentation Specialist III, 1-Water Quality Compliance Specialist, 1-Chemist, and 1- Laboratory Analyst III to there personnel compliment.

## PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Average No. of Fire Hydrants in Service	13,849	13,950	14,050	100
Miles of Water Mains	1,669	1,675	1,685	10
Miles of Sewer Mains	1,539	1,545	1,550	5
Number of Water Customers	101,667	102,500	103,300	800
Number of Sewer Customers	98,591	99,400	100,100	700

## BUDGET HIGHLIGHTS

The Public Utilities' Water and Sewer Fund is an enterprise fund, supporting its operating and capital infrastructure expenditures with revenues derived from customer charges and water and sewer revenue bonds. Additionally, funding has been provided by the America Rescue Plan to assist new customers with connecting to system. This effort is being supported with \$1,000,000 from the General Fund to assist new customers with the cost to connect to the water & sewer system.

The Department provides water and wastewater services to approximately 94% of the County's citizens, including the delivery of clean drinking water, sewer disposal, street lighting, refuse management and recycling services. The Solid Waste and Street Lighting functions are discussed in greater detail in a separate narrative within this document.

Ensuring the efficient delivery of services to citizens has required a commitment to making necessary investments in the System's operations and critical water and sewer infrastructure. In addition, to address system demands resulting from consumer growth, Public Utilities performs capacity improvements that are consistent with the County's broader planning, and residential and commercial development objectives. The Department also engages in strategic, long-term infrastructure planning to ensure that citizens' and businesses' water and sewer capacity requirements are sufficiently met well into the future.

## RESOURCES

In FY24, projected operating resources of \$151,868,267 will support water and wastewater operations, reflecting a increase of 2.8% from the FY23 adopted budget.

In addition to supporting operating requirements, resources must be sufficient to service debt, bond coverage requirements and future capital requirements within the five-year Capital Improvement Program. Due to the nature of the infrastructure maintained by the Water and Sewer Fund, consistent infrastructure maintenance and replacement must be planned on a multi-year basis, as opposed to the year-to-year analysis included in each budget cycle.

The total resources for FY24 includes a total of \$7,150,500 of General Fund resources. There are three areas supported by the General Fund. First is \$2,150,500 to support debt service to support Elko Tract infrastructure improvements. Second is \$1,000,000 to assist new customers with the cost to connect to the Water & Sewer system. Finally, \$4,000,000 from the General Fund is to support water & sewer improvements related to economic development projects. The funding for infill connections and EDA projects, new funding for FY24, equates roughly

## Public Utilities - Water & Sewer

to the value of 1 penny on the County's Real Estate tax rate. On an annual basis, Public Utilities performs cash flow projections verifying cash flows are sufficient to cover current and future operating costs, capital infrastructure improvements, debt service, and bond coverage requirements over a multi-year period. These projections are critical in ensuring that rate changes are sufficient for meeting all the obligations of the fund. The FY24 budget adheres to that premise.

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### EXPENDITURES

The FY24 budget of \$116,816,646 includes expenditures for personnel, operating, capital outlay, and debt service and is equal to the budget target. Overall, the Water and Sewer operating budget is increasing by 5.4%, or \$5,955,754. Increase reflects pay increases for all employees and benefit rate increases and funding for: 1 – Senior Business Manager, 2 – Instrumentation Specialist III, 1 – Water Quality Compliance Specialist, 1 – Chemist and 1 – Laboratory Analyst III.

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### DEBT SERVICE REQUIREMENTS

Projected debt service expenditures of \$29,648,861 represents a net decrease of \$1,542,147 or 4.9% when compared to the approved FY23 budget. The debt service in the FY24 budget is based on existing debt service.

The debt service budget will fully fund requirements arising from the Water and Sewer Fund's outstanding debt, which on June 30, 2021, was \$432,145,000. According to bond covenants for outstanding debt, the Water and Sewer Fund must ensure that net operating revenues be at least 1.25 times the Fund's debt service requirements. In the year that ended June 30, 2022, this coverage equaled 2.25 times the debt service requirement. (Source: Annual Comprehensive Financial Report June 30, 2022: Pledged Revenue Coverage Table X).

Debt service expenditures, in total, represent 27.0% of the FY24 Water & Sewer budget. As a note, this is a much higher percentage than what is seen in the General Fund (target of 7.75% of General Fund expenditures) and is representative of another difference between the County's General Fund and the Water and Sewer Enterprise Fund.

The FY24 budget for the Department of Public Utilities continues to plan for infrastructure improvement and replacement, meet all debt service coverage requirements, and cover all known fixed operational cost increases. Because of the continued emphasis on multi-year planning and strong financial policies, the County of Henrico Department of Public Utilities possesses AAA bond ratings from the following three bond rating agencies: Moody's Investors Service, Standard & Poor's and Fitch IBCA. It is one of only 15 public utilities in the United States to possess a triple AAA bond rating.

### Historical Depiction of Fund Equity (Outside of Restricted Equity for Accounts Receivable, and Debt Service Coverage Requirements):

At the end of each year, the annual audit offers a depiction of fund equity that is available largely for future-year infrastructure improvements in the Capital Improvement Program. For the past five years, this unrestricted fund equity has been noted as follows: (Source: Annual Audit of the Water and Sewer Enterprise Fund, Respective Fiscal Year.)

FY18: \$ 140,813,367

FY19: \$ 146,439,690

FY20: \$ 158,493,173

FY21: \$ 196,635,341

FY22: \$ 194,438,660



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
PUBLIC UTILITIES - WATER & SEWER**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	14,975,267	17,881,762	19,651,339	1,769,577	9.9%
50101 Full-Time Salaries and Wages - Overtime	1,472,871	1,165,058	1,165,058	0	0.0%
50104 Temporary Salaries and Wages - Regular	157,130	143,394	143,394	0	0.0%
50107 27th Pay Adjustment	-55,927	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	46,086	38,092	56,679	18,587	48.8%
50110 FICA	1,223,727	1,486,382	1,733,231	246,849	16.6%
50111 Retirement VRS	2,159,937	2,986,397	3,181,169	194,772	6.5%
50112 Hospital/Medical Plans	2,479,861	3,478,880	3,396,052	-82,828	-2.4%
50113 Group Insurance - Life (VRS)	198,949	253,698	269,428	15,730	6.2%
50114 Unemployment Insurance	851	0	0	0	0.0%
50200 Medical Services	1,504	2,299	2,299	0	0.0%
50201 Legal Services	167,000	0	0	0	0.0%
50202 Accounting And Auditing Services	0	50,000	50,000	0	0.0%
50204 Engineering/Architectural Services	1,157,199	640,000	740,000	100,000	15.6%
50209 Other Professional Services	2,293,022	2,289,870	2,295,070	5,200	0.2%
50210 Maintenance and Repairs	2,532,987	3,678,963	4,865,330	1,186,367	32.2%
50211 Maintenance Service Contracts	886,429	1,074,858	1,221,022	146,164	13.6%
50212 Vehicle Repair	463,142	470,517	470,517	0	0.0%
50220 Lease/Rent Of Equipment	190,580	135,564	177,609	42,045	31.0%
50221 Lease/Rent Of Buildings	111,337	111,337	111,337	0	0.0%
50230 Temporary Help Service Fees	24,567	22,800	22,800	0	0.0%
50233 Pension Expense	1,304,927	0	0	0	0.0%
50234 VRS Expenditure Reclassification	-2,159,937	0	0	0	0.0%
50235 OPEB Expense	969,215	0	0	0	0.0%
50236 VRS OPEB Life Insurance Expenditure Reclassification	-80,174	0	0	0	0.0%
50240 Printing and Binding	2,725	7,280	7,280	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50250 Advertising	5,928	6,706	6,706	0	0.0%
50260 Laundry and Dry Cleaning	1,759	7,976	16,965	8,989	112.7%
50270 Other Contractual Services	8,397,009	11,337,251	12,597,393	1,260,142	11.1%
50280 Janitorial	121,382	140,500	155,883	15,383	10.9%
50285 Landscaping	264,463	336,769	362,094	25,325	7.5%
50286 Weed and Pest Control	5,479	8,020	8,652	632	7.9%
50290 Purchase of Services from Other Governments	13,902,267	14,689,319	14,709,319	20,000	0.1%
50300 Information Technology	710,000	710,000	710,000	0	0.0%
50310 Automotive/Motor Pool	1,031,473	1,033,903	1,117,529	83,626	8.1%
50400 Electric Services	5,048,473	5,546,786	5,626,351	79,565	1.4%
50401 Heating Services	141,403	187,535	212,191	24,656	13.1%
50402 Water Service	169,164	137,670	137,670	0	0.0%
50403 Sewer Service	7,368	7,020	7,020	0	0.0%
50404 Refuse Service	130,771	257,576	257,576	0	0.0%
50410 Postal Services	347,984	362,090	362,090	0	0.0%
50412 Telecommunications	305,553	480,730	479,522	-1,208	-0.3%
50420 Insurance	427,607	455,000	455,000	0	0.0%
50421 Insurance - Workers' Compensation	90,316	239,000	239,000	0	0.0%
50430 Mileage	17	789	764	-25	-3.2%
50431 Education and Training	23,806	82,650	83,035	385	0.5%
50450 Dues And Association Memberships	130,542	162,755	160,934	-1,821	-1.1%
50451 Claims And Contingencies - County	518,668	50,000	513,550	463,550	927.1%
50452 Bad Debt Expense	1,772,053	931,100	931,100	0	0.0%
50453 Freight Charges	47,488	56,330	60,080	3,750	6.7%
50455 Tuition	474	0	0	0	0.0%
50457 Road Repairs	2,025,190	1,289,900	1,289,900	0	0.0%
50459 Other Charges Miscellaneous	5,875	7,375	7,375	0	0.0%
50460 Environmental Expenses	11,537	19,224	19,224	0	0.0%
50482 Claims And Contingencies - Public Utilities	51,920	0	0	0	0.0%



<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50483	Amortization of Other Assets	224,495	0	0	0	0.0%
50500	Office Supplies	63,172	100,893	99,893	-1,000	-1.0%
50501	Food Supplies and Food Service Supplies	1,959	8,221	8,971	750	9.1%
50503	Medical and Laboratory Supplies	238,260	226,421	250,281	23,860	10.5%
50504	Laundry, Housekeeping, and Janitorial Supplies	40,399	38,157	38,531	374	1.0%
50505	Linen Supplies	4,930	0	0	0	0.0%
50506	Repair and Maintenance Supplies	1,737,409	2,173,441	1,973,838	-199,603	-9.2%
50507	Gasoline	159,008	111,500	115,753	4,253	3.8%
50508	Diesel Fuel	51,804	63,040	84,690	21,650	34.3%
50509	Vehicle and Powered Equipment Supplies	249,102	189,550	189,550	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	115,220	136,752	144,477	7,725	5.6%
50512	Books and Subscriptions	244	4,749	4,649	-100	-2.1%
50513	Educational and Recreational Supplies	1,050	124	124	0	0.0%
50514	Other Operating Supplies	17,248	47,513	37,513	-10,000	-21.0%
50515	Road Materials	215,458	190,100	190,100	0	0.0%
50516	Chemicals	5,651,661	4,667,388	6,934,018	2,266,630	48.6%
50517	Small Tools	51,357	85,622	83,372	-2,250	-2.6%
50521	Computer Software	80,183	73,500	100,000	26,500	36.1%
50801	Machinery and Equipment-New \$10,000 and Over	96,715	3,000	14,760	11,760	392.0%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	0	374,927	353,600	-21,327	-5.7%
50805	Computer Equipment-New \$10,000 and Over	0	25,000	0	-25,000	-100.0%
50811	Machinery and Equipment-New Less Than \$10,000	4,723	0	3,500	3,500	100.0%
50812	Furniture and Fixtures-New Less Than \$10,000	6,657	10,700	0	-10,700	-100.0%
50813	Telecommunications Equipment-New Less Than \$10,000	350	0	0	0	0.0%
50815	Computer Equipment-New Less Than \$10,000	0	24,300	37,500	13,200	54.3%
50821	Machinery and Equipment-Replacement \$10,000 and Over	98,705	588,000	131,000	-457,000	-77.7%
50823	Telecommunications Equipment-Replacement \$10,000 and Over	0	0	115,000	115,000	100.0%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	194,681	520,000	1,230,003	710,003	136.5%
50825	Computer Equipment-Replacement \$10,000 and Over	11,345	13,000	13,000	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50831 Machinery and Equipment- Replacement Less Than \$10,000	20,615	79,100	150,765	71,665	90.6%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	15,943	0	1,860	1,860	100.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	700	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	107,717	224,761	117,500	-107,261	-47.7%
50890 Recommended Adjustments	-428,950	0	0	0	0.0%
50900 Principal	4,535,000	16,035,000	18,060,000	2,025,000	12.6%
50901 Interest	11,933,824	15,156,008	11,588,861	-3,567,147	-23.5%
50902 Other Debt Service Costs	0	320,495	320,495	0	0.0%
50903 Amortization Of Bond Discount	-470,339	-320,495	-320,495	0	0.0%
50911 Interdepartmental Billings	-4,604,334	-4,771,000	-5,343,000	-572,000	-12.0%
<b>Total Department</b>	<b>86,645,555</b>	<b>110,860,892</b>	<b>116,816,646</b>	<b>5,955,754</b>	<b>5.4%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
PUBLIC UTILITIES - WATER & SEWER**

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
<b>31101 Administration</b>					
50100 Full-Time Salaries and Wages - Regular	757,337	804,030	1,090,797	286,767	35.7%
50104 Temporary Salaries and Wages - Regular	7,387	0	0	0	0.0%
50107 27th Pay Adjustment	70,247	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	198	220	232	12	5.5%
50110 FICA	61,520	61,508	64,327	2,819	4.6%
50111 Retirement VRS	109,930	132,906	143,776	10,870	8.2%
50112 Hospital/Medical Plans	104,476	81,856	85,976	4,120	5.0%
50113 Group Insurance - Life (VRS)	10,159	11,256	12,177	921	8.2%
50201 Legal Services	167,000	0	0	0	0.0%
50204 Engineering/Architectural Services	0	20,000	20,000	0	0.0%
50209 Other Professional Services	2,224,870	2,224,870	2,224,870	0	0.0%
50220 Lease/Rent Of Equipment	3,891	4,600	4,600	0	0.0%
50221 Lease/Rent Of Buildings	28,600	28,600	28,600	0	0.0%
50230 Temporary Help Service Fees	17,212	0	0	0	0.0%
50240 Printing and Binding	1,033	800	800	0	0.0%
50250 Advertising	5,588	4,000	4,000	0	0.0%
50270 Other Contractual Services	91,776	120,000	145,989	25,989	21.7%
50290 Purchase of Services from Other Governments	12,815,988	13,664,319	13,664,319	0	0.0%
50310 Automotive/Motor Pool	10,369	8,620	8,620	0	0.0%
50410 Postal Services	40,649	41,000	41,000	0	0.0%
50412 Telecommunications	5,834	5,794	5,794	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50420 Insurance	427,607	455,000	455,000	0	0.0%
50421 Insurance - Workers' Compensation	90,316	239,000	239,000	0	0.0%
50430 Mileage	0	90	90	0	0.0%
50431 Education and Training	485	10,700	10,700	0	0.0%
50450 Dues And Association Memberships	19,873	27,679	27,679	0	0.0%
50482 Claims And Contingencies - Public Utilities	51,920	0	0	0	0.0%
50500 Office Supplies	4,548	3,200	3,200	0	0.0%
50501 Food Supplies and Food Service Supplies	252	1,360	1,360	0	0.0%
50512 Books and Subscriptions	0	161	161	0	0.0%
50514 Other Operating Supplies	212	0	0	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	96,715	0	14,760	14,760	100.0%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	0	175,000	353,600	178,600	102.1%
50805 Computer Equipment-New \$10,000 and Over	0	25,000	0	-25,000	-100.0%
50811 Machinery and Equipment-New Less Than \$10,000	4,723	0	3,500	3,500	100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	6,657	3,200	0	-3,200	-100.0%
50813 Telecommunications Equipment-New Less Than \$10,000	100	0	0	0	0.0%
50815 Computer Equipment-New Less Than \$10,000	0	0	37,500	37,500	100.0%
50821 Machinery and Equipment- Replacement \$10,000 and Over	98,705	588,000	131,000	-457,000	-77.7%
50823 Telecommunications Equipment- Replacement \$10,000 and Over	0	0	115,000	115,000	100.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	194,681	520,000	1,230,003	710,003	136.5%
50825 Computer Equipment- Replacement \$10,000 and Over	11,345	13,000	13,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	20,615	79,100	150,765	71,665	90.6%
50832 Furniture and Fixtures- Replacement Less Than \$10,000	15,943	0	1,860	1,860	100.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50835 Computer Equipment-Replacement Less Than \$10,000	107,717	224,761	117,500	-107,261	-47.7%
50890 Recommended Adjustments	-428,950	0	0	0	0.0%
50911 Interdepartmental Billings	-124,000	-124,000	-250,000	-126,000	-101.6%
<b>Total Cost Center</b>	<b>17,133,528</b>	<b>19,455,630</b>	<b>20,201,555</b>	<b>745,925</b>	<b>3.8%</b>
<b>31102 Systems Support</b>					
50211 Maintenance Service Contracts	565,611	541,639	541,825	186	0.0%
50240 Printing and Binding	0	25	25	0	0.0%
50270 Other Contractual Services	639,259	824,393	974,393	150,000	18.2%
50300 Information Technology	710,000	710,000	710,000	0	0.0%
50310 Automotive/Motor Pool	0	50	50	0	0.0%
50412 Telecommunications	10,313	12,320	10,320	-2,000	-16.2%
50430 Mileage	0	25	0	-25	-100.0%
50431 Education and Training	0	5,300	0	-5,300	-100.0%
50450 Dues And Association Memberships	700	700	700	0	0.0%
50453 Freight Charges	134	200	0	-200	-100.0%
50500 Office Supplies	1,885	2,000	0	-2,000	-100.0%
50512 Books and Subscriptions	0	100	0	-100	-100.0%
50514 Other Operating Supplies	13,747	30,000	20,000	-10,000	-33.3%
50521 Computer Software	80,183	73,500	100,000	26,500	36.1%
50911 Interdepartmental Billings	-112,000	-119,000	-141,000	-22,000	-18.5%
<b>Total Cost Center</b>	<b>1,909,832</b>	<b>2,081,252</b>	<b>2,216,313</b>	<b>135,061</b>	<b>6.5%</b>
<b>31201 Accounting</b>					
50100 Full-Time Salaries and Wages - Regular	320,900	388,997	457,140	68,143	17.5%
50107 27th Pay Adjustment	-26,385	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	616	904	1,043	139	15.4%
50110 FICA	22,940	29,758	32,498	2,740	9.2%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50111 Retirement VRS	46,625	64,301	75,565	11,264	17.5%
50112 Hospital/Medical Plans	50,330	51,160	53,735	2,575	5.0%
50113 Group Insurance - Life (VRS)	4,309	5,446	6,400	954	17.5%
50202 Accounting And Auditing Services	0	50,000	50,000	0	0.0%
50221 Lease/Rent Of Buildings	18,850	18,850	18,850	0	0.0%
50310 Automotive/Motor Pool	0	85	85	0	0.0%
50412 Telecommunications	823	1,200	1,200	0	0.0%
50431 Education and Training	315	500	500	0	0.0%
50450 Dues And Association Memberships	354	440	365	-75	-17.0%
50451 Claims And Contingencies - County	518,668	50,000	513,550	463,550	927.1%
50483 Amortization of Other Assets	224,495	0	0	0	0.0%
50500 Office Supplies	708	3,000	3,000	0	0.0%
50512 Books and Subscriptions	60	100	100	0	0.0%
50514 Other Operating Supplies	75	0	0	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	150	0	0	0	0.0%
50900 Principal	4,535,000	16,035,000	18,060,000	2,025,000	12.6%
50901 Interest	11,933,824	15,156,008	11,588,861	-	-23.5%
				3,567,147	
50902 Other Debt Service Costs	0	320,495	320,495	0	0.0%
50903 Amortization Of Bond Discount	-470,339	-320,495	-320,495	0	0.0%
50911 Interdepartmental Billings	-80,000	-80,000	-210,000	-130,000	-162.5%
<b>Total Cost Center</b>	<b>17,102,318</b>	<b>31,775,749</b>	<b>30,652,892</b>	<b>-1,122,857</b>	<b>-3.5%</b>
<b>31202 Customer Service Billing/Collection</b>					
50100 Full-Time Salaries and Wages - Regular	503,638	735,589	770,912	35,323	4.8%
50101 Full-Time Salaries and Wages - Overtime	9,978	6,240	6,240	0	0.0%
50104 Temporary Salaries and Wages - Regular	24,807	61,000	61,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50107 27th Pay Adjustment	-14,964	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,919	2,923	3,419	496	17.0%
50110 FICA	38,332	61,416	64,119	2,703	4.4%
50111 Retirement VRS	74,759	121,593	127,432	5,839	4.8%
50112 Hospital/Medical Plans	120,236	184,176	193,446	9,270	5.0%
50113 Group Insurance - Life (VRS)	6,838	10,298	10,793	495	4.8%
50209 Other Professional Services	68,152	65,000	70,200	5,200	8.0%
50220 Lease/Rent Of Equipment	2,327	2,340	2,340	0	0.0%
50221 Lease/Rent Of Buildings	29,999	29,999	29,999	0	0.0%
50230 Temporary Help Service Fees	3,801	0	0	0	0.0%
50240 Printing and Binding	204	4,000	4,000	0	0.0%
50270 Other Contractual Services	17,030	0	15,000	15,000	100.0%
50290 Purchase of Services from Other Governments	926,279	865,000	885,000	20,000	2.3%
50310 Automotive/Motor Pool	0	50	50	0	0.0%
50410 Postal Services	307,179	320,000	320,000	0	0.0%
50412 Telecommunications	7,040	8,048	8,048	0	0.0%
50431 Education and Training	0	800	800	0	0.0%
50450 Dues And Association Memberships	900	900	900	0	0.0%
50452 Bad Debt Expense	1,772,053	931,100	931,100	0	0.0%
50455 Tuition	474	0	0	0	0.0%
50500 Office Supplies	26,269	43,719	43,719	0	0.0%
50512 Books and Subscriptions	0	195	195	0	0.0%
50513 Educational and Recreational Supplies	0	124	124	0	0.0%
50911 Interdepartmental Billings	-252,767	-237,000	-311,000	-74,000	-31.2%
<b>Total Cost Center</b>	<b>3,674,483</b>	<b>3,217,510</b>	<b>3,237,836</b>	<b>20,326</b>	<b>0.6%</b>

### 31203 Meter Reading/Service

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50100 Full-Time Salaries and Wages - Regular	278,947	311,151	327,106	15,955	5.1%
50101 Full-Time Salaries and Wages - Overtime	18,081	10,000	10,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	19,183	20,200	20,200	0	0.0%
50107 27th Pay Adjustment	5,691	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	531	736	1,800	1,064	144.6%
50110 FICA	23,755	26,113	27,334	1,221	4.7%
50111 Retirement VRS	39,733	51,433	54,071	2,638	5.1%
50112 Hospital/Medical Plans	49,930	81,856	85,976	4,120	5.0%
50113 Group Insurance - Life (VRS)	3,651	4,356	4,579	223	5.1%
50210 Maintenance and Repairs	0	488	488	0	0.0%
50310 Automotive/Motor Pool	55,993	52,372	52,372	0	0.0%
50412 Telecommunications	9,679	14,136	14,136	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	100	100	0	0.0%
50506 Repair and Maintenance Supplies	3,061	1,500	1,500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	2,295	2,500	2,500	0	0.0%
50517 Small Tools	647	1,400	1,400	0	0.0%
<b>Total Cost Center</b>	<b>511,177</b>	<b>578,341</b>	<b>603,562</b>	<b>25,221</b>	<b>4.4%</b>
<b>31204 Meter Repair and Replacement</b>					
50100 Full-Time Salaries and Wages - Regular	155,376	199,698	174,432	-25,266	-12.7%
50101 Full-Time Salaries and Wages - Overtime	9,646	7,000	7,000	0	0.0%
50107 27th Pay Adjustment	2,393	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	210	0	-210	-100.0%
50110 FICA	12,436	15,812	13,880	-1,932	-12.2%
50111 Retirement VRS	22,201	33,010	28,834	-4,176	-12.7%
50112 Hospital/Medical Plans	22,779	40,928	32,241	-8,687	-21.2%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50113 Group Insurance - Life (VRS)	2,052	2,796	2,442	-354	-12.7%
50210 Maintenance and Repairs	0	910	910	0	0.0%
50310 Automotive/Motor Pool	32,265	31,580	31,580	0	0.0%
50412 Telecommunications	583	0	0	0	0.0%
50453 Freight Charges	1,292	2,700	2,700	0	0.0%
50459 Other Charges Miscellaneous	113	0	0	0	0.0%
50500 Office Supplies	109	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	166	166	0	0.0%
50506 Repair and Maintenance Supplies	3,100	19,350	19,350	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,151	2,660	2,660	0	0.0%
50517 Small Tools	523	2,100	2,100	0	0.0%
<b>Total Cost Center</b>	<b>266,019</b>	<b>358,920</b>	<b>318,295</b>	<b>-40,625</b>	<b>-11.3%</b>
<b>31301 Administration - OPS</b>					
50100 Full-Time Salaries and Wages - Regular	479,707	484,849	586,503	101,654	21.0%
50101 Full-Time Salaries and Wages - Overtime	1,790	20,000	20,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	755	0	0	0	0.0%
50107 27th Pay Adjustment	-29,404	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	0	0	896	896	100.0%
50110 FICA	35,472	38,621	46,397	7,776	20.1%
50111 Retirement VRS	62,472	80,146	96,949	16,803	21.0%
50112 Hospital/Medical Plans	66,233	71,624	85,976	14,352	20.0%
50113 Group Insurance - Life (VRS)	5,757	6,788	8,211	1,423	21.0%
50210 Maintenance and Repairs	40,050	17,000	17,000	0	0.0%
50211 Maintenance Service Contracts	2,139	6,100	6,100	0	0.0%
50212 Vehicle Repair	88	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50220 Lease/Rent Of Equipment	4,637	5,700	5,700	0	0.0%
50233 Pension Expense	1,304,927	0	0	0	0.0%
50234 VRS Expenditure Reclassification	-2,159,937	0	0	0	0.0%
50235 OPEB Expense	969,215	0	0	0	0.0%
50236 VRS OPEB Life Insurance Expenditure Reclassification	-80,174	0	0	0	0.0%
50240 Printing and Binding	1,195	1,700	1,700	0	0.0%
50250 Advertising	0	250	250	0	0.0%
50270 Other Contractual Services	87,391	138,000	138,000	0	0.0%
50280 Janitorial	30,248	39,500	39,500	0	0.0%
50285 Landscaping	8,968	11,700	11,700	0	0.0%
50286 Weed and Pest Control	641	536	536	0	0.0%
50310 Automotive/Motor Pool	12,028	11,207	11,207	0	0.0%
50400 Electric Services	82,454	75,000	75,000	0	0.0%
50401 Heating Services	18,356	30,000	30,000	0	0.0%
50402 Water Service	4,836	4,200	4,200	0	0.0%
50403 Sewer Service	4,967	5,000	5,000	0	0.0%
50404 Refuse Service	1,320	1,300	1,300	0	0.0%
50412 Telecommunications	18,860	59,472	59,472	0	0.0%
50430 Mileage	0	50	50	0	0.0%
50431 Education and Training	5,404	27,800	27,800	0	0.0%
50450 Dues And Association Memberships	1,000	2,185	2,185	0	0.0%
50453 Freight Charges	143	2,400	2,400	0	0.0%
50459 Other Charges Miscellaneous	910	975	975	0	0.0%
50500 Office Supplies	9,312	16,700	16,700	0	0.0%
50501 Food Supplies and Food Service Supplies	686	712	712	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50504 Laundry, Housekeeping, and Janitorial Supplies	3,320	5,800	5,800	0	0.0%
50506 Repair and Maintenance Supplies	6,359	4,095	4,095	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	5,101	552	552	0	0.0%
50512 Books and Subscriptions	105	500	500	0	0.0%
50514 Other Operating Supplies	424	500	500	0	0.0%
50517 Small Tools	10	166	166	0	0.0%
50911 Interdepartmental Billings	-1,988	0	0	0	0.0%
<b>Total Cost Center</b>	<b>1,005,777</b>	<b>1,171,128</b>	<b>1,314,032</b>	<b>142,904</b>	<b>12.2%</b>
<b>31302 Warehouse</b>					
50100 Full-Time Salaries and Wages - Regular	117,063	118,794	127,666	8,872	7.5%
50101 Full-Time Salaries and Wages - Overtime	8,548	13,000	13,000	0	0.0%
50107 27th Pay Adjustment	534	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	601	669	703	34	5.1%
50110 FICA	9,551	10,082	10,761	679	6.7%
50111 Retirement VRS	16,436	19,637	21,103	1,466	7.5%
50112 Hospital/Medical Plans	14,622	30,696	32,241	1,545	5.0%
50113 Group Insurance - Life (VRS)	1,519	1,663	1,787	124	7.5%
50200 Medical Services	0	150	150	0	0.0%
50210 Maintenance and Repairs	0	166	166	0	0.0%
50212 Vehicle Repair	2,172	1,500	1,500	0	0.0%
50220 Lease/Rent Of Equipment	1,476	1,560	1,560	0	0.0%
50310 Automotive/Motor Pool	5,985	5,755	5,755	0	0.0%
50412 Telecommunications	1,633	0	0	0	0.0%
50453 Freight Charges	1,392	3,000	3,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	250	250	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50506 Repair and Maintenance Supplies	-11,164	500	500	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	350	350	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	-786	869	869	0	0.0%
50517 Small Tools	0	83	83	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	125	0	0	0	0.0%
50911 Interdepartmental Billings	-533	0	0	0	0.0%
<b>Total Cost Center</b>	<b>169,174</b>	<b>208,724</b>	<b>221,444</b>	<b>12,720</b>	<b>6.1%</b>
<b>31303 Pumping</b>					
50100 Full-Time Salaries and Wages - Regular	1,026,713	1,536,323	1,592,430	56,107	3.7%
50101 Full-Time Salaries and Wages - Overtime	128,596	132,000	132,000	0	0.0%
50107 27th Pay Adjustment	-4,459	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,560	2,779	4,753	1,974	71.0%
50110 FICA	84,274	127,626	131,919	4,293	3.4%
50111 Retirement VRS	145,067	249,800	263,229	13,429	5.4%
50112 Hospital/Medical Plans	199,465	480,904	354,651	-126,253	-26.3%
50113 Group Insurance - Life (VRS)	13,439	21,509	22,294	785	3.6%
50200 Medical Services	32	300	300	0	0.0%
50210 Maintenance and Repairs	293,969	303,000	303,000	0	0.0%
50211 Maintenance Service Contracts	7,575	18,556	18,556	0	0.0%
50212 Vehicle Repair	43,100	27,700	27,700	0	0.0%
50220 Lease/Rent Of Equipment	65,663	5,000	5,000	0	0.0%
50270 Other Contractual Services	3,619,716	5,176,000	5,651,000	475,000	9.2%
50285 Landscaping	71,241	84,200	84,200	0	0.0%
50310 Automotive/Motor Pool	121,392	141,210	115,317	-25,893	-18.3%
50400 Electric Services	2,158,617	2,240,600	2,240,600	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50401 Heating Services	2,994	3,465	3,465	0	0.0%
50402 Water Service	72,144	50,200	50,200	0	0.0%
50403 Sewer Service	133	0	0	0	0.0%
50404 Refuse Service	22,495	22,000	22,000	0	0.0%
50412 Telecommunications	98,851	184,600	182,200	-2,400	-1.3%
50453 Freight Charges	8,462	6,089	6,089	0	0.0%
50459 Other Charges Miscellaneous	1,121	1,547	1,547	0	0.0%
50501 Food Supplies and Food Service Supplies	0	1,040	1,040	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	6,971	6,400	6,400	0	0.0%
50506 Repair and Maintenance Supplies	283,313	241,000	241,000	0	0.0%
50507 Gasoline	7,703	4,000	4,000	0	0.0%
50508 Diesel Fuel	51,804	48,140	48,140	0	0.0%
50509 Vehicle and Powered Equipment Supplies	238,020	170,700	170,700	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	12,973	18,764	16,964	-1,800	-9.6%
50514 Other Operating Supplies	0	1,250	1,250	0	0.0%
50516 Chemicals	6,184	11,000	11,000	0	0.0%
50517 Small Tools	2,215	8,540	6,140	-2,400	-28.1%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	0	196,527	0	-196,527	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	0	1,500	0	-1,500	-100.0%
50815 Computer Equipment-New Less Than \$10,000	0	17,500	0	-17,500	-100.0%
<b>Total Cost Center</b>	<b>8,791,343</b>	<b>11,541,769</b>	<b>11,719,084</b>	<b>177,315</b>	<b>1.5%</b>
<b>31304 Water Transmission and Distribution</b>					
50100 Full-Time Salaries and Wages - Regular	1,483,919	1,734,862	1,859,518	124,656	7.2%
50101 Full-Time Salaries and Wages - Overtime	353,457	285,000	285,000	0	0.0%
50104 Temporary Salaries and Wages -	12,857	0	0	0	0.0%

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
Regular					
50107 27th Pay Adjustment	-18,057	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,828	3,984	4,339	355	8.9%
50110 FICA	135,059	154,519	164,056	9,537	6.2%
50111 Retirement VRS	211,112	286,773	307,378	20,605	7.2%
50112 Hospital/Medical Plans	273,849	358,120	376,145	18,025	5.0%
50113 Group Insurance - Life (VRS)	19,347	24,288	26,033	1,745	7.2%
50114 Unemployment Insurance	756	0	0	0	0.0%
50200 Medical Services	400	830	830	0	0.0%
50210 Maintenance and Repairs	1,582	1,500	1,500	0	0.0%
50212 Vehicle Repair	160,088	206,900	206,900	0	0.0%
50220 Lease/Rent Of Equipment	24,956	24,500	24,500	0	0.0%
50270 Other Contractual Services	1,579,340	2,121,500	2,121,500	0	0.0%
50290 Purchase of Services from Other Governments	160,000	160,000	160,000	0	0.0%
50310 Automotive/Motor Pool	214,092	201,935	201,935	0	0.0%
50404 Refuse Service	76,658	99,700	99,700	0	0.0%
50412 Telecommunications	12,945	16,250	16,250	0	0.0%
50453 Freight Charges	799	720	720	0	0.0%
50457 Road Repairs	1,737,022	1,210,000	1,210,000	0	0.0%
50459 Other Charges Miscellaneous	52	0	0	0	0.0%
50501 Food Supplies and Food Service Supplies	0	1,900	1,900	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	2,984	3,200	3,200	0	0.0%
50506 Repair and Maintenance Supplies	381,602	494,000	494,000	0	0.0%
50507 Gasoline	57,405	35,000	35,000	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	2,500	2,500	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	29,410	29,640	29,640	0	0.0%
50515 Road Materials	179,219	150,600	150,600	0	0.0%
50516 Chemicals	0	850	850	0	0.0%
50517 Small Tools	25,244	33,000	33,000	0	0.0%
<b>Total Cost Center</b>	<b>7,118,925</b>	<b>7,642,071</b>	<b>7,816,994</b>	<b>174,923</b>	<b>2.3%</b>
<b>31305 Wastewater Collection</b>					
50100 Full-Time Salaries and Wages - Regular	1,262,261	1,511,230	1,649,680	138,450	9.2%
50101 Full-Time Salaries and Wages - Overtime	469,454	346,000	346,000	0	0.0%
50107 27th Pay Adjustment	-10,756	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,361	3,332	4,846	1,514	45.4%
50110 FICA	128,630	142,078	126,681	-15,397	-10.8%
50111 Retirement VRS	180,362	249,806	272,692	22,886	9.2%
50112 Hospital/Medical Plans	208,231	306,960	322,410	15,450	5.0%
50113 Group Insurance - Life (VRS)	16,493	21,157	23,096	1,939	9.2%
50114 Unemployment Insurance	378	0	0	0	0.0%
50200 Medical Services	768	519	519	0	0.0%
50210 Maintenance and Repairs	2,682	975	975	0	0.0%
50212 Vehicle Repair	236,002	194,218	194,218	0	0.0%
50220 Lease/Rent Of Equipment	8,644	11,000	11,000	0	0.0%
50270 Other Contractual Services	634,013	1,005,000	1,155,000	150,000	14.9%
50310 Automotive/Motor Pool	141,392	132,095	132,095	0	0.0%
50404 Refuse Service	0	90,500	90,500	0	0.0%
50412 Telecommunications	9,988	10,300	10,300	0	0.0%
50453 Freight Charges	434	600	600	0	0.0%
50457 Road Repairs	288,089	79,900	79,900	0	0.0%
50459 Other Charges Miscellaneous	144	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50504 Laundry, Housekeeping, and Janitorial Supplies	10,924	3,600	3,600	0	0.0%
50506 Repair and Maintenance Supplies	215,596	183,400	183,400	0	0.0%
50507 Gasoline	68,879	55,000	55,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	31,405	31,714	31,714	0	0.0%
50515 Road Materials	36,140	39,000	39,000	0	0.0%
50516 Chemicals	10,110	8,150	8,150	0	0.0%
50517 Small Tools	7,340	14,300	14,300	0	0.0%
50911 Interdepartmental Billings	-2,388	0	0	0	0.0%
<b>Total Cost Center</b>	<b>3,957,576</b>	<b>4,440,834</b>	<b>4,755,676</b>	<b>314,842</b>	<b>7.1%</b>
<b>31306 TV Inspection-Inflow and Infiltration</b>					
50100 Full-Time Salaries and Wages - Regular	246,292	402,605	360,734	-41,871	-10.4%
50101 Full-Time Salaries and Wages - Overtime	24,166	38,390	38,390	0	0.0%
50107 27th Pay Adjustment	4,514	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	378	1,276	945	-331	-25.9%
50110 FICA	19,398	33,736	30,533	-3,203	-9.5%
50111 Retirement VRS	35,507	66,551	59,629	-6,922	-10.4%
50112 Hospital/Medical Plans	57,638	102,320	85,976	-16,344	-16.0%
50113 Group Insurance - Life (VRS)	3,258	5,636	5,050	-586	-10.4%
50200 Medical Services	304	400	400	0	0.0%
50210 Maintenance and Repairs	15,502	10,000	10,000	0	0.0%
50212 Vehicle Repair	6,044	12,300	12,300	0	0.0%
50220 Lease/Rent Of Equipment	0	300	300	0	0.0%
50270 Other Contractual Services	16,214	197,600	197,600	0	0.0%
50310 Automotive/Motor Pool	25,821	24,444	24,444	0	0.0%
50412 Telecommunications	3,218	3,200	3,200	0	0.0%
50453 Freight Charges	1,757	950	950	0	0.0%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50501 Food Supplies and Food Service Supplies	0	1,034	1,034	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	699	700	700	0	0.0%
50506 Repair and Maintenance Supplies	13,208	13,000	13,000	0	0.0%
50507 Gasoline	15,591	10,000	10,000	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	500	500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	3,006	4,048	4,048	0	0.0%
50516 Chemicals	0	500	500	0	0.0%
50517 Small Tools	2,558	1,500	1,500	0	0.0%
<b>Total Cost Center</b>	<b>495,073</b>	<b>930,990</b>	<b>861,733</b>	<b>-69,257</b>	<b>-7.4%</b>
<b>31307 Wells</b>					
50100 Full-Time Salaries and Wages - Regular	210,911	236,582	244,628	8,046	3.4%
50101 Full-Time Salaries and Wages - Overtime	21,274	35,100	35,100	0	0.0%
50107 27th Pay Adjustment	-1,467	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	617	368	334	-34	-9.2%
50110 FICA	16,154	20,784	21,399	615	3.0%
50111 Retirement VRS	30,317	39,107	40,437	1,330	3.4%
50112 Hospital/Medical Plans	54,927	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	2,802	3,312	3,425	113	3.4%
50210 Maintenance and Repairs	0	500	500	0	0.0%
50220 Lease/Rent Of Equipment	0	500	500	0	0.0%
50285 Landscaping	32,991	30,000	30,000	0	0.0%
50310 Automotive/Motor Pool	37,065	34,284	34,284	0	0.0%
50400 Electric Services	4,133	6,000	6,000	0	0.0%
50412 Telecommunications	15,215	35,250	35,250	0	0.0%
50453 Freight Charges	0	41	41	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50504 Laundry, Housekeeping, and Janitorial Supplies	447	900	900	0	0.0%
50506 Repair and Maintenance Supplies	93	1,120	1,120	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	500	500	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	2,043	2,520	2,520	0	0.0%
50517 Small Tools	0	400	400	0	0.0%
<b>Total Cost Center</b>	<b>427,522</b>	<b>508,660</b>	<b>521,820</b>	<b>13,160</b>	<b>2.6%</b>
<b>31401 Administration - WRF</b>					
50100 Full-Time Salaries and Wages - Regular	1,613,065	1,823,570	1,987,109	163,539	9.0%
50101 Full-Time Salaries and Wages - Overtime	153,329	60,741	60,741	0	0.0%
50104 Temporary Salaries and Wages - Regular	57,395	0	0	0	0.0%
50107 27th Pay Adjustment	-34,976	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	7,341	3,938	4,556	618	15.7%
50110 FICA	135,299	144,150	156,661	12,511	8.7%
50111 Retirement VRS	235,969	301,436	328,469	27,033	9.0%
50112 Hospital/Medical Plans	229,455	306,960	322,410	15,450	5.0%
50113 Group Insurance - Life (VRS)	21,811	25,530	27,820	2,290	9.0%
50204 Engineering/Architectural Services	422,301	320,000	420,000	100,000	31.3%
50210 Maintenance and Repairs	197,104	150,000	173,200	23,200	15.5%
50211 Maintenance Service Contracts	115,795	124,054	141,075	17,021	13.7%
50220 Lease/Rent Of Equipment	16,335	18,096	23,641	5,545	30.6%
50230 Temporary Help Service Fees	0	10,000	10,000	0	0.0%
50240 Printing and Binding	293	500	500	0	0.0%
50250 Advertising	340	500	500	0	0.0%
50260 Laundry and Dry Cleaning	252	1,600	7,250	5,650	353.1%
50270 Other Contractual Services	858,572	976,386	1,165,783	189,397	19.4%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50280 Janitorial	69,242	71,000	83,583	12,583	17.7%
50310 Automotive/Motor Pool	30,474	40,000	58,998	18,998	47.5%
50400 Electric Services	1,554,262	1,856,186	1,896,671	40,485	2.2%
50401 Heating Services	63,042	85,810	110,726	24,916	29.0%
50402 Water Service	90,349	78,805	78,805	0	0.0%
50404 Refuse Service	29,654	41,876	41,876	0	0.0%
50410 Postal Services	156	675	675	0	0.0%
50412 Telecommunications	36,616	30,228	31,980	1,752	5.8%
50430 Mileage	0	100	100	0	0.0%
50431 Education and Training	12,980	12,000	13,000	1,000	8.3%
50450 Dues And Association Memberships	61,489	82,000	75,744	-6,256	-7.6%
50453 Freight Charges	3,066	1,300	1,900	600	46.2%
50459 Other Charges Miscellaneous	2,162	2,800	2,800	0	0.0%
50460 Environmental Expenses	11,537	14,992	14,992	0	0.0%
50500 Office Supplies	8,843	9,474	9,474	0	0.0%
50501 Food Supplies and Food Service Supplies	546	1,220	1,220	0	0.0%
50503 Medical and Laboratory Supplies	12,161	14,830	15,890	1,060	7.1%
50504 Laundry, Housekeeping, and Janitorial Supplies	2,048	2,000	2,000	0	0.0%
50506 Repair and Maintenance Supplies	7,488	8,521	8,521	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	3,843	10,000	12,536	2,536	25.4%
50512 Books and Subscriptions	49	800	800	0	0.0%
50514 Other Operating Supplies	62	850	850	0	0.0%
50516 Chemicals	3,793,478	2,744,044	4,408,282	1,664,238	60.6%
50517 Small Tools	449	500	500	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	125	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50833 Telecommunications Equipment – Replacement Less Than \$10,000	100	0	0	0	0.0%
50911 Interdepartmental Billings	-1,286,869	-1,400,000	-1,400,000	0	0.0%
<b>Total Cost Center</b>	<b>8,537,032</b>	<b>7,977,472</b>	<b>10,301,638</b>	<b>2,324,166</b>	<b>29.1%</b>
<b>31402 Maintenance</b>					
50100 Full-Time Salaries and Wages - Regular	958,778	1,107,960	1,192,037	84,077	7.6%
50101 Full-Time Salaries and Wages - Overtime	5,672	13,963	13,963	0	0.0%
50107 27th Pay Adjustment	5,124	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,318	2,124	2,970	846	39.8%
50110 FICA	69,920	85,827	92,259	6,432	7.5%
50111 Retirement VRS	137,451	183,146	197,044	13,898	7.6%
50112 Hospital/Medical Plans	170,427	204,640	214,940	10,300	5.0%
50113 Group Insurance - Life (VRS)	12,703	15,511	16,689	1,178	7.6%
50210 Maintenance and Repairs	1,297,522	2,012,400	2,955,567	943,167	46.9%
50211 Maintenance Service Contracts	93,774	183,220	279,321	96,101	52.5%
50212 Vehicle Repair	15,648	27,899	27,899	0	0.0%
50220 Lease/Rent Of Equipment	44,947	35,000	70,500	35,500	101.4%
50260 Laundry and Dry Cleaning	269	2,815	6,154	3,339	118.6%
50270 Other Contractual Services	174,323	235,800	235,800	0	0.0%
50285 Landscaping	95,220	120,000	131,825	11,825	9.9%
50286 Weed and Pest Control	4,572	6,484	7,116	632	9.7%
50310 Automotive/Motor Pool	126,782	116,904	147,221	30,317	25.9%
50430 Mileage	0	50	50	0	0.0%
50453 Freight Charges	20,381	27,000	27,000	0	0.0%
50457 Road Repairs	79	0	0	0	0.0%
50459 Other Charges Miscellaneous	1,373	2,053	2,053	0	0.0%
50501 Food Supplies and Food Service Supplies	86	255	255	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50503 Medical and Laboratory Supplies	2,725	0	0	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	7,226	8,000	8,000	0	0.0%
50505 Linen Supplies	4,930	0	0	0	0.0%
50506 Repair and Maintenance Supplies	702,297	972,685	762,450	-210,235	-21.6%
50507 Gasoline	9,430	7,500	11,753	4,253	56.7%
50509 Vehicle and Powered Equipment Supplies	11,082	15,000	15,000	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	11,135	12,000	14,295	2,295	19.1%
50512 Books and Subscriptions	30	340	340	0	0.0%
50513 Educational and Recreational Supplies	1,050	0	0	0	0.0%
50515 Road Materials	99	500	500	0	0.0%
50516 Chemicals	0	3,726	3,726	0	0.0%
50517 Small Tools	10,856	16,100	16,100	0	0.0%
<b>Total Cost Center</b>	<b>3,997,229</b>	<b>5,418,902</b>	<b>6,452,827</b>	<b>1,033,925</b>	<b>19.1%</b>
<b>31404 Monitoring and Compliance</b>					
50100 Full-Time Salaries and Wages - Regular	248,581	293,112	371,719	78,607	26.8%
50101 Full-Time Salaries and Wages - Overtime	888	1,276	1,276	0	0.0%
50107 27th Pay Adjustment	971	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,104	1,301	1,750	449	34.5%
50110 FICA	18,580	22,521	24,422	1,901	8.4%
50111 Retirement VRS	35,951	48,451	52,561	4,110	8.5%
50112 Hospital/Medical Plans	34,727	61,392	64,482	3,090	5.0%
50113 Group Insurance - Life (VRS)	3,326	4,104	4,452	348	8.5%
50210 Maintenance and Repairs	155	4,620	4,620	0	0.0%
50250 Advertising	0	1,456	1,456	0	0.0%
50260 Laundry and Dry Cleaning	338	910	910	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50270 Other Contractual Services	362,655	234,450	450,140	215,690	92.0%
50310 Automotive/Motor Pool	41,473	33,606	39,185	5,579	16.6%
50412 Telecommunications	583	0	0	0	0.0%
50430 Mileage	0	55	55	0	0.0%
50453 Freight Charges	1,071	0	0	0	0.0%
50500 Office Supplies	200	400	400	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	2,124	3,251	3,625	374	11.5%
50506 Repair and Maintenance Supplies	11,563	15,000	18,632	3,632	24.2%
50511 Uniforms/Wearing Apparel/ITEMS	1,656	2,995	3,139	144	4.8%
50512 Books and Subscriptions	0	213	213	0	0.0%
50514 Other Operating Supplies	0	213	213	0	0.0%
50517 Small Tools	425	425	425	0	0.0%
<b>Total Cost Center</b>	<b>766,371</b>	<b>729,751</b>	<b>1,043,675</b>	<b>313,924</b>	<b>43.0%</b>
<b>31405 Central Environmental</b>					
50100 Full-Time Salaries and Wages - Regular	587,042	685,503	841,123	155,620	22.7%
50101 Full-Time Salaries and Wages - Overtime	70	11,385	11,385	0	0.0%
50107 27th Pay Adjustment	1,672	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,439	3,097	3,094	-3	-0.1%
50110 FICA	42,056	53,312	55,137	1,825	3.4%
50111 Retirement VRS	85,547	113,314	117,257	3,943	3.5%
50112 Hospital/Medical Plans	104,296	122,784	128,964	6,180	5.0%
50113 Group Insurance - Life (VRS)	7,865	9,597	9,931	334	3.5%
50210 Maintenance and Repairs	15,000	15,000	15,000	0	0.0%
50211 Maintenance Service Contracts	49,625	57,289	69,145	11,856	20.7%
50260 Laundry and Dry Cleaning	900	2,651	2,651	0	0.0%
50270 Other Contractual Services	194,942	60,934	100,000	39,066	64.1%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50310 Automotive/Motor Pool	10,287	11,382	11,995	613	5.4%
50430 Mileage	17	25	25	0	0.0%
50450 Dues And Association Memberships	1,138	1,293	1,293	0	0.0%
50453 Freight Charges	4,805	7,500	7,500	0	0.0%
50500 Office Supplies	1,000	1,000	2,000	1,000	100.0%
50503 Medical and Laboratory Supplies	124,086	116,991	128,691	11,700	10.0%
50506 Repair and Maintenance Supplies	5,900	3,500	3,850	350	10.0%
50511 Uniforms/Wearing Apparel/ITEMS	2,448	3,138	3,138	0	0.0%
50512 Books and Subscriptions	0	640	640	0	0.0%
<b>Total Cost Center</b>	<b>1,241,135</b>	<b>1,280,335</b>	<b>1,512,819</b>	<b>232,484</b>	<b>18.2%</b>
<b>31501 Administration - WTF</b>					
50100 Full-Time Salaries and Wages - Regular	1,187,839	1,417,432	1,556,190	138,758	9.8%
50101 Full-Time Salaries and Wages - Overtime	132,067	124,463	124,463	0	0.0%
50104 Temporary Salaries and Wages - Regular	10,281	27,194	27,194	0	0.0%
50107 27th Pay Adjustment	-10,670	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	1,374	1,883	3,034	1,151	61.1%
50110 FICA	97,153	120,035	194,509	74,474	62.0%
50111 Retirement VRS	176,793	234,301	257,238	22,937	9.8%
50112 Hospital/Medical Plans	184,587	214,872	236,434	21,562	10.0%
50113 Group Insurance - Life (VRS)	16,316	19,844	21,787	1,943	9.8%
50114 Unemployment Insurance	-283	0	0	0	0.0%
50200 Medical Services	0	100	100	0	0.0%
50204 Engineering/Architectural Services	75,407	220,000	220,000	0	0.0%
50210 Maintenance and Repairs	669,421	1,160,000	1,380,000	220,000	19.0%
50211 Maintenance Service Contracts	51,910	144,000	165,000	21,000	14.6%
50220 Lease/Rent Of Equipment	12,291	21,400	22,400	1,000	4.7%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50230 Temporary Help Service Fees	0	12,800	12,800	0	0.0%
50240 Printing and Binding	0	255	255	0	0.0%
50270 Other Contractual Services	38,382	92,350	92,350	0	0.0%
50280 Janitorial	21,892	30,000	32,800	2,800	9.3%
50285 Landscaping	56,043	90,869	104,369	13,500	14.9%
50286 Weed and Pest Control	266	1,000	1,000	0	0.0%
50310 Automotive/Motor Pool	28,938	31,062	49,435	18,373	59.1%
50400 Electric Services	1,249,007	1,365,000	1,404,080	39,080	2.9%
50401 Heating Services	57,011	68,260	68,000	-260	-0.4%
50402 Water Service	1,835	3,685	3,685	0	0.0%
50403 Sewer Service	2,268	2,020	2,020	0	0.0%
50404 Refuse Service	644	2,200	2,200	0	0.0%
50410 Postal Services	0	415	415	0	0.0%
50412 Telecommunications	46,631	63,496	64,936	1,440	2.3%
50430 Mileage	0	394	394	0	0.0%
50431 Education and Training	2,573	18,750	23,435	4,685	25.0%
50450 Dues And Association Memberships	42,152	43,075	47,585	4,510	10.5%
50453 Freight Charges	3,752	3,830	7,180	3,350	87.5%
50460 Environmental Expenses	0	4,232	4,232	0	0.0%
50500 Office Supplies	2,184	7,200	7,200	0	0.0%
50501 Food Supplies and Food Service Supplies	389	300	1,050	750	250.0%
50503 Medical and Laboratory Supplies	99,288	94,600	105,700	11,100	11.7%
50504 Laundry, Housekeeping, and Janitorial Supplies	3,656	3,700	3,700	0	0.0%
50506 Repair and Maintenance Supplies	113,811	214,250	220,900	6,650	3.1%
50508 Diesel Fuel	0	14,900	36,550	21,650	145.3%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50511 Uniforms/Wearing Apparel/ITEMS	4,546	10,694	12,144	1,450	13.6%
50512 Books and Subscriptions	0	500	500	0	0.0%
50514 Other Operating Supplies	0	6,500	6,500	0	0.0%
50516 Chemicals	1,841,889	1,899,118	2,501,510	602,392	31.7%
50517 Small Tools	451	5,100	5,250	150	2.9%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	50	0	0	0	0.0%
50911 Interdepartmental Billings	1,286,869	1,400,000	1,500,000	100,000	7.1%
<b>Total Cost Center</b>	<b>7,509,013</b>	<b>9,196,079</b>	<b>10,530,524</b>	<b>1,334,445</b>	<b>14.5%</b>
<b>31504 Engineering</b>					
50100 Full-Time Salaries and Wages - Regular	1,669,746	2,074,397	2,258,950	184,553	8.9%
50101 Full-Time Salaries and Wages - Overtime	687	500	500	0	0.0%
50104 Temporary Salaries and Wages - Regular	12,276	25,000	25,000	0	0.0%
50107 27th Pay Adjustment	-468	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,180	3,719	4,969	1,250	33.6%
50110 FICA	125,704	178,976	238,620	59,644	33.3%
50111 Retirement VRS	242,143	377,594	373,404	-4,190	-1.1%
50112 Hospital/Medical Plans	205,261	399,048	322,410	-76,638	-19.2%
50113 Group Insurance - Life (VRS)	22,262	32,396	31,625	-771	-2.4%
50204 Engineering/Architectural Services	659,491	80,000	80,000	0	0.0%
50210 Maintenance and Repairs	0	1,409	1,409	0	0.0%
50220 Lease/Rent Of Equipment	3,000	3,000	3,000	0	0.0%
50221 Lease/Rent Of Buildings	33,888	33,888	33,888	0	0.0%
50270 Other Contractual Services	83,396	154,838	154,838	0	0.0%
50310 Automotive/Motor Pool	4,076	4,945	5,221	276	5.6%
50412 Telecommunications	4,872	7,510	7,510	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50431 Education and Training	1,175	5,700	5,700	0	0.0%
50450 Dues And Association Memberships	1,326	2,843	2,843	0	0.0%
50500 Office Supplies	4,202	7,000	7,000	0	0.0%
50506 Repair and Maintenance Supplies	4	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	87	700	700	0	0.0%
50512 Books and Subscriptions	0	600	600	0	0.0%
50514 Other Operating Supplies	784	7,200	7,200	0	0.0%
50517 Small Tools	0	128	128	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	0	3,000	0	-3,000	-100.0%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	0	3,400	0	-3,400	-100.0%
50812 Furniture and Fixtures-New Less Than \$10,000	0	6,000	0	-6,000	-100.0%
50815 Computer Equipment-New Less Than \$10,000	0	6,800	0	-6,800	-100.0%
50911 Interdepartmental Billings	-1,997,985	-1,833,000	-2,206,000	-373,000	-20.3%
<b>Total Cost Center</b>	<b>1,078,107</b>	<b>1,587,591</b>	<b>1,359,515</b>	<b>-228,076</b>	<b>-14.4%</b>
<b>31505 Construction</b>					
50100 Full-Time Salaries and Wages - Regular	1,867,152	2,015,078	2,202,665	187,587	9.3%
50101 Full-Time Salaries and Wages - Overtime	135,168	60,000	60,000	0	0.0%
50104 Temporary Salaries and Wages - Regular	12,189	10,000	10,000	0	0.0%
50107 27th Pay Adjustment	4,533	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	18,721	4,629	12,996	8,367	180.8%
50110 FICA	147,494	159,508	237,719	78,211	49.0%
50111 Retirement VRS	271,562	333,092	364,101	31,009	9.3%
50112 Hospital/Medical Plans	328,392	317,192	333,157	15,965	5.0%
50113 Group Insurance - Life (VRS)	25,042	28,211	30,837	2,626	9.3%
50210 Maintenance and Repairs	0	995	995	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50220 Lease/Rent Of Equipment	2,413	2,568	2,568	0	0.0%
50230 Temporary Help Service Fees	3,554	0	0	0	0.0%
50250 Advertising	0	500	500	0	0.0%
50310 Automotive/Motor Pool	133,041	152,317	187,680	35,363	23.2%
50400 Electric Services	0	4,000	4,000	0	0.0%
50402 Water Service	0	780	780	0	0.0%
50412 Telecommunications	21,869	28,926	28,926	0	0.0%
50431 Education and Training	874	1,100	1,100	0	0.0%
50450 Dues And Association Memberships	1,610	1,640	1,640	0	0.0%
50500 Office Supplies	3,912	7,200	7,200	0	0.0%
50501 Food Supplies and Food Service Supplies	0	400	400	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	90	90	0	0.0%
50506 Repair and Maintenance Supplies	1,178	1,520	1,520	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	4,907	3,958	7,058	3,100	78.3%
50512 Books and Subscriptions	0	600	600	0	0.0%
50514 Other Operating Supplies	1,944	1,000	1,000	0	0.0%
50517 Small Tools	639	1,880	1,880	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	400	0	0	0	0.0%
50911 Interdepartmental Billings	-2,032,673	-2,378,000	-2,325,000	53,000	2.2%
<b>Total Cost Center</b>	<b>953,921</b>	<b>759,184</b>	<b>1,174,412</b>	<b>415,228</b>	<b>54.7%</b>

**OTHER FUNDS**

**HENRICO COUNTY, VIRGINIA  
PROPOSED INTERNAL SERVICE AND DEBT SERVICE FUNDS**

Fund	FY22 Actual	FY23 Original	FY24 Proposed
<b>Central Automotive Maintenance Revenues</b>			
Revenues:			
Charges for Automotive Maintenance - West	\$8,722,724	\$9,700,000	\$10,000,000
Charges for Automotive Maintenance - East	1,688,423	\$2,632,680	\$3,000,000
Charges for Use of Motor Pool	4,497,864	\$4,500,000	\$4,563,873
Charges for Gasoline	6,741,786	\$6,050,000	\$7,000,000
Charges for Vehicle Wash Facility	0	\$105,900	\$105,900
Miscellaneous	310,050	\$400,000	\$400,000
Gain/(Loss) on Sale of Property	(2,675)	\$0	\$0
Transfer to Capital Projects	0	\$0	\$0
Transfer from General Fund	2,164,000	\$112,780	\$327,360
(To) From Retained Earnings - CAM	(2,665,464)	\$0	\$0
<b>Total CAM Revenues</b>	<b>\$21,456,708</b>	<b>\$23,501,360</b>	<b>\$25,397,133</b>
<b>Central Automotive Maintenance Expenditures</b>			
Central Automotive Maintenance	\$21,456,708	\$23,501,360	\$25,397,133
<b>Total CAM Expenditures</b>	<b>\$21,456,708</b>	<b>\$23,501,360</b>	<b>\$25,397,133</b>
<b>Technology Replacement Revenues</b>			
Transfer from General Fund	\$3,250,000	\$3,000,000	\$3,500,000
(To) From Retained Earnings - Technology	(828,125)	\$532,947	\$341,471
<b>Total Technology Replacement Revenues</b>	<b>\$2,421,875</b>	<b>\$3,532,947</b>	<b>\$3,841,471</b>
<b>Technology Replacement Expenditures</b>			
Technology Replacement	\$2,421,875	\$3,001,314	\$3,841,471
<b>Total Technology Replacement Expenditures</b>	<b>\$2,421,875</b>	<b>\$3,001,314</b>	<b>\$3,841,471</b>
<b>Risk Management Revenues</b>			
Transfer from General Fund	\$10,911,451	\$9,524,109	\$9,619,234
Public Utilities Charges	778,608	\$900,000	\$900,000
Recon-Workers' Compensation	343,651	\$50,000	\$50,000
Prop/Liability Recovery	380,618	\$50,000	\$50,000
A/R-S1 P/L Subrogation	0	\$0	\$0
Interest Income	20,260	\$0	\$0
Recoveries & Rebates - General	0	\$0	\$0
<b>Total Risk Management Revenues</b>	<b>\$12,434,588</b>	<b>\$10,524,109</b>	<b>\$10,619,234</b>
<b>Risk Management Expenditures</b>			
Risk Management	\$12,434,588	\$10,524,109	\$10,619,234
<b>Total Risk Management Expenditures</b>	<b>\$12,434,588</b>	<b>\$10,524,109</b>	<b>\$10,619,234</b>

## INTERNAL SERVICE DEBT SERVICE FUNDS (cont.)

<b>Fund</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>
<b>Healthcare Fund Revenues</b>			
County Contribution	\$99,247,295	\$103,986,293	\$106,066,019
Employee Contribution	22,942,207	\$25,626,100	\$26,138,622
Retiree Contribution	4,426,814	\$5,700,000	\$4,700,000
Retiree Subsidy	200,452	\$310,000	\$200,000
Disabled Subsidy	-	\$20,000	\$0
COBRA	248,218	\$260,000	\$220,000
Interest Income	160,505	\$400,000	\$400,000
Recoveries and Rebates	8,506,214	\$9,144,851	\$15,554,840
Healthcare - Wellness Payment	569,815	\$380,000	\$500,000
Transfer from General Fund	0	\$0	\$0
(To) From Fund Balance (Includes IBNR)	7,607,522	\$0	\$0
<b>Total Healthcare Fund Revenues</b>	<b>\$143,909,042</b>	<b>\$145,827,244</b>	<b>\$153,779,481</b>
<b>Healthcare Fund Expenditures</b>			
Healthcare	\$143,909,042	\$145,827,244	\$153,779,481
<b>Total Healthcare Fund Expenditures</b>	<b>\$143,909,042</b>	<b>\$145,827,244</b>	<b>\$153,779,481</b>
<b>Debt Service Fund Revenues</b>			
Transfer from General Fund	\$78,346,649	\$78,452,484	\$77,631,422
Use of Debt Service Fund Balance	(\$859,393)	\$0	\$368,578
<b>Total Debt Service Revenues</b>	<b>\$77,487,256</b>	<b>\$78,452,484</b>	<b>\$78,000,000</b>
<b>Debt Service Fund Expenditures</b>			
Debt Service - General Government	\$28,988,779	\$25,277,801	\$25,218,397
Debt Service - Public Works	3,085,617	\$2,990,678	\$2,839,174
Debt Service - Education	45,412,860	\$50,184,005	\$49,942,429
<b>Total Debt Service Expenditures</b>	<b>\$77,487,256</b>	<b>\$78,452,484</b>	<b>\$78,000,000</b>
<b>Adjustment for Interfund Transactions</b>	<b>(\$121,405,919)</b>	<b>(\$127,704,873)</b>	<b>(\$131,335,792)</b>

# CENTRAL AUTOMOTIVE MAINTENANCE

## DESCRIPTION

Central Automotive Maintenance (CAM) is a division within the Department of General Services tasked with supporting the county’s diverse fleet of over 3,650 units. CAM provides fleet management services, repair and preventive maintenance services, fleet refueling, motor pool lease vehicles, and a large vehicle wash facility. Fleet repair and maintenance activities are performed at two locations. The main shop is located in the western portion of the County on Woodman Road, and a satellite shop is located in the eastern portion of the County on Dabbs House Road. CAM operates eight (8) self-service refueling facilities strategically located within the County that provide unleaded gasoline and diesel fuel. CAM owns and leases approximately 789 passenger sedans, pickup trucks, vans, and other miscellaneous vehicles to county departments through its motor pool operation. CAM is an Internal Service Fund organization and as such funding for all activities is provided through inter-departmental billings.

## OBJECTIVES

- To provide high quality fleet and equipment management services.
- To maintain the County’s automotive and equipment fleet as safely and efficiently as possible.
- To provide motor pool lease vehicles to County agencies.
- To provide dependable fuel supplies for County-owned vehicles.

## BUDGET HIGHLIGHTS

The Central Automotive Maintenance budget for FY24 totals \$25,397,133, which represents a net increase of \$1,895,773 or 8.1% from the previous approved budget. This increase is driven pay increases for all employees, health care, machinery, and equipment, janitorial, maintenance and repairs, and fleet miscellaneous charges.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Personnel	\$ 4,713,017	\$ 5,676,601	\$ 6,149,544	8.3%
Operation	15,643,972	15,067,124	15,774,939	4.7%
Capital	1,098,083	2,757,635	3,472,650	25.9%
Sub-Total	\$ 21,455,072	\$ 23,501,360	\$ 25,397,133	8.1%
Personnel Complement	71	72	72	0

Central Automotive Maintenance

PERFORMANCE MEASURES

	Performance Measures			Change 23 to 24
	FY22	FY23	FY24	
<b>Workload Measures</b>				
Total Vehicles/Equip. Maintained by CAM	3,681	3,680	3,680	0
Gallons of Fuel Consumed	2,762,704	2,750,000	2,750,000	0
Annual Miles Driven	20,557,130	21,150,000	21,500,000	350,000
Equipment to Mechanic Ratio	77:1	77:1	77:1	0
Fleet Readiness (Countywide Goal of 95%)	94.0%	95.0%	95.0%	0
Technician Manhours Applied to Work Orders	74.0%	95.0%	95.0%	0
Billable Work Order Labor Hours	62,659	68,500	68,500	0

BUDGET HIGHLIGHTS (CONTINUED)

The overall operating budget totals \$15,774,939 which reflects an overall increase of \$707,815 or 4.7% from the previous fiscal year. The capital budget totals \$3,472,650 which reflects an overall increase of \$715,015 or 25.9% from the previous fiscal year. This increase is the result of substantial fluctuations in the costs of replacement vehicles and equipment over the past year.

Central Automotive Maintenance is an Internal Service Fund program and as such CAM generates revenue through its rates and fees to recover expenditures. CAM's revenues are generated from charges to user departments for three primary services: fleet repair and preventive maintenance, motor pool vehicle leasing, and fuel services. Revenues from fleet repair and maintenance performed at both the West End and East End maintenance facilities are estimated at \$12,453,693 for FY24. The internal labor rate for CAM repair services in FY24 will be \$84.00 per hour.

Motor pool vehicle lease revenues are projected at \$4,582,030 in FY24. Vehicle rental rates are designed to recover maintenance and operational costs along with a vehicle replacement additive that accumulates in CAM's fund balance. This additional revenue is then used for the purchase of replacement motor pool vehicles. A rental rate increase, not to exceed 12%, is included for FY24.

The estimate for CAM's fuel revenues totals \$6,050,000 for FY24. Fuel consumed by a department owned vehicle is charged to departments at actual cost-plus a per gallon markup to cover certain operating costs. A fuel mark-up of \$0.14 per gallon will be added for FY24 to offset fuel site maintenance and system operating costs.

CAM miscellaneous revenue for the sale of surplus vehicles/equipment is projected at \$400,000 for FY24.





**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
GENERAL SERVICES**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	3,121,636	3,822,508	4,133,713	311,205	8.1%
50101 Full-Time Salaries and Wages - Overtime	205,740	75,372	75,372	0	0.0%
50104 Temporary Salaries and Wages - Regular	30,433	54,840	54,840	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	6,076	9,651	10,986	1,335	13.8%
50110 FICA	243,446	302,383	359,674	57,291	18.9%
50111 Retirement VRS	451,609	631,860	683,303	51,443	8.1%
50112 Hospital/Medical Plans	612,377	726,472	773,784	47,312	6.5%
50113 Group Insurance - Life (VRS)	41,700	53,515	57,872	4,357	8.1%
50200 Medical Services	1,752	1,500	1,500	0	0.0%
50209 Other Professional Services	2,876	7,800	7,800	0	0.0%
50210 Maintenance and Repairs	279,644	373,000	354,000	-19,000	-5.1%
50215 Vehicle Repair - Commercial	3,509,300	4,250,000	5,124,250	874,250	20.6%
50220 Lease/Rent Of Equipment	3,458	3,000	3,000	0	0.0%
50240 Printing and Binding	120	200	200	0	0.0%
50250 Advertising	3,221	4,000	4,000	0	0.0%
50270 Other Contractual Services	707	0	0	0	0.0%
50280 Janitorial	6,389	14,500	64,500	50,000	344.8%
50286 Weed and Pest Control	850	1,600	1,600	0	0.0%
50400 Electric Services	86,920	88,100	88,100	0	0.0%
50401 Heating Services	30,386	33,100	34,100	1,000	3.0%
50402 Water Service	16,727	18,000	17,600	-400	-2.2%
50403 Sewer Service	17,060	17,450	17,650	200	1.1%
50404 Refuse Service	7,531	8,000	8,200	200	2.5%
50410 Postal Services	264	200	300	100	50.0%
50412 Telecommunications	13,662	15,000	15,500	500	3.3%
50431 Education and Training	2,781	30,500	28,000	-2,500	-8.2%

<b>Account Description</b>		<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50450	Dues And Association Memberships	674	1,500	1,500	0	0.0%
50453	Freight Charges	37,500	37,000	38,500	1,500	4.1%
50455	Tuition	878	5,500	5,500	0	0.0%
50459	Other Charges Miscellaneous	216,791	150,500	223,370	72,870	48.4%
50460	Environmental Expenses	51,102	60,000	59,500	-500	-0.8%
50485	Amortization Right to Use Assets	1,624	0	0	0	0.0%
50490	Purchasing Cards Suspense	12	0	0	0	0.0%
50500	Office Supplies	15,355	19,500	20,000	500	2.6%
50501	Food Supplies and Food Service Supplies	203	0	0	0	0.0%
50502	Agricultural Supplies	1,074	0	0	0	0.0%
50504	Laundry, Housekeeping, and Janitorial Supplies	0	5,000	2,000	-3,000	-60.0%
50506	Repair and Maintenance Supplies	113,230	113,000	117,000	4,000	3.5%
50507	Gasoline	3,381,511	3,479,955	3,349,224	-130,731	-3.8%
50508	Diesel Fuel	4,314,499	4,489,955	4,349,225	-140,730	-3.1%
50510	Police And Fire Supplies/ITEMS	10	0	0	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	22,490	54,000	52,000	-2,000	-3.7%
50512	Books and Subscriptions	0	1,320	1,320	0	0.0%
50514	Other Operating Supplies	37	0	0	0	0.0%
50517	Small Tools	25,055	45,000	40,000	-5,000	-11.1%
50518	Liquid Propane Gas	0	3,000	3,000	0	0.0%
50520	Inventory Purchases	3,298,310	3,519,444	3,520,000	556	0.0%
50521	Computer Software	181,605	216,500	222,500	6,000	2.8%
50801	Machinery and Equipment-New \$10,000 and Over	0	64,400	69,500	5,100	7.9%
50804	Motor Vehicles and Equipment-New \$10,000 and Over	235,912	112,780	766,200	653,420	579.4%
50811	Machinery and Equipment-New Less Than \$10,000	0	12,900	14,500	1,600	12.4%
50815	Computer Equipment-New Less Than \$10,000	0	44,000	29,500	-14,500	-33.0%
50821	Machinery and Equipment-Replacement \$10,000 and Over	7,400	245,000	235,000	-10,000	-4.1%
50824	Motor Vehicles and Equipment-Replacement \$10,000 and Over	853,626	2,238,000	2,298,450	60,450	2.7%
50831	Machinery and Equipment-Replacement Less Than \$10,000	0	10,500	14,500	4,000	38.1%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50835 Computer Equipment-Replacement Less Than \$10,000	1,145	30,055	45,000	14,945	49.7%
50890 Recommended Adjustments	0	-2,000,000	-2,000,000	0	0.0%
<b>Total Department</b>	<b>21,456,708</b>	<b>23,501,360</b>	<b>25,397,133</b>	<b>1,895,773</b>	<b>8.1%</b>



**Operating Line Item Budget By Cost Center  
Henrico County, Virginia  
FY2023-24  
GENERAL SERVICES**

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
<b>16103 Central Automotive Maintenance</b>					
50459 Other Charges Miscellaneous	25,589	0	0	0	0.0%
50485 Amortization Right to Use Assets	1,624	0	0	0	0.0%
<b>Total Cost Center</b>	<b>27,213</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>16301 CAM - West Maintenance Facility</b>					
50100 Full-Time Salaries and Wages - Regular	2,683,494	3,303,814	3,537,914	234,100	7.1%
50101 Full-Time Salaries and Wages - Overtime	154,195	57,771	57,771	0	0.0%
50104 Temporary Salaries and Wages - Regular	13,360	26,777	26,777	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	5,280	8,436	9,498	1,062	12.6%
50110 FICA	207,298	259,210	310,602	51,392	19.8%
50111 Retirement VRS	388,092	546,120	584,817	38,697	7.1%
50112 Hospital/Medical Plans	505,640	624,152	655,567	31,415	5.0%
50113 Group Insurance - Life (VRS)	35,806	46,253	49,531	3,278	7.1%
50200 Medical Services	1,752	1,500	1,500	0	0.0%
50209 Other Professional Services	2,876	2,200	2,200	0	0.0%
50210 Maintenance and Repairs	139,192	150,000	150,000	0	0.0%
50215 Vehicle Repair - Commercial	2,919,803	3,400,000	4,424,250	1,024,250	30.1%
50220 Lease/Rent Of Equipment	2,502	3,000	3,000	0	0.0%
50240 Printing and Binding	120	200	200	0	0.0%
50250 Advertising	3,221	4,000	4,000	0	0.0%
50270 Other Contractual Services	707	0	0	0	0.0%
50280 Janitorial	0	0	50,000	50,000	100.0%
50286 Weed and Pest Control	442	1,000	1,000	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50400 Electric Services	76,360	76,500	76,500	0	0.0%
50401 Heating Services	24,266	26,700	26,700	0	0.0%
50402 Water Service	12,982	13,000	13,000	0	0.0%
50403 Sewer Service	12,982	13,000	13,000	0	0.0%
50404 Refuse Service	6,471	6,500	6,500	0	0.0%
50410 Postal Services	264	200	300	100	50.0%
50412 Telecommunications	11,567	12,500	12,700	200	1.6%
50431 Education and Training	2,781	30,500	28,000	-2,500	-8.2%
50450 Dues And Association Memberships	674	1,500	1,500	0	0.0%
50453 Freight Charges	32,355	31,000	35,000	4,000	12.9%
50455 Tuition	878	5,500	5,500	0	0.0%
50459 Other Charges Miscellaneous	133	3,500	3,500	0	0.0%
50460 Environmental Expenses	5,789	17,500	12,500	-5,000	-28.6%
50490 Purchasing Cards Suspense	12	0	0	0	0.0%
50500 Office Supplies	13,656	18,000	18,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	0	5,000	2,000	-3,000	-60.0%
50506 Repair and Maintenance Supplies	97,742	94,000	98,000	4,000	4.3%
50511 Uniforms/Wearing Apparel/ITEMS	19,956	45,000	45,000	0	0.0%
50512 Books and Subscriptions	0	1,320	1,320	0	0.0%
50517 Small Tools	18,566	35,000	30,000	-5,000	-14.3%
50518 Liquid Propane Gas	0	1,000	1,000	0	0.0%
50520 Inventory Purchases	2,802,536	2,950,000	2,950,000	0	0.0%
50521 Computer Software	157,605	180,000	180,000	0	0.0%
50801 Machinery and Equipment-New \$10,000 and Over	0	16,000	24,500	8,500	53.1%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	235,912	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50811 Machinery and Equipment-New Less Than \$10,000	0	9,000	10,000	1,000	11.1%
50815 Computer Equipment-New Less Than \$10,000	0	38,000	24,500	-13,500	-35.5%
50821 Machinery and Equipment- Replacement \$10,000 and Over	0	200,000	190,000	-10,000	-5.0%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	270,126	0	0	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	6,500	10,000	3,500	53.8%
50835 Computer Equipment-Replacement Less Than \$10,000	1,145	20,000	35,000	15,000	75.0%
<b>Total Cost Center</b>	<b>10,868,538</b>	<b>12,291,153</b>	<b>13,722,647</b>	<b>1,431,494</b>	<b>11.6%</b>
<b>16302 CAM - East Maintenance Facility</b>					
50100 Full-Time Salaries and Wages - Regular	438,142	518,694	595,799	77,105	14.9%
50101 Full-Time Salaries and Wages - Overtime	51,545	17,601	17,601	0	0.0%
50104 Temporary Salaries and Wages - Regular	17,073	28,063	28,063	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	796	1,215	1,488	273	22.5%
50110 FICA	36,148	43,173	49,072	5,899	13.7%
50111 Retirement VRS	63,517	85,740	98,486	12,746	14.9%
50112 Hospital/Medical Plans	106,737	102,320	118,217	15,897	15.5%
50113 Group Insurance - Life (VRS)	5,894	7,262	8,341	1,079	14.9%
50209 Other Professional Services	0	5,000	5,000	0	0.0%
50210 Maintenance and Repairs	25,627	59,000	59,000	0	0.0%
50215 Vehicle Repair - Commercial	589,497	850,000	700,000	-150,000	-17.6%
50220 Lease/Rent Of Equipment	956	0	0	0	0.0%
50280 Janitorial	6,389	14,500	14,500	0	0.0%
50286 Weed and Pest Control	408	600	600	0	0.0%
50400 Electric Services	1,196	1,500	1,500	0	0.0%
50401 Heating Services	5,855	5,400	6,400	1,000	18.5%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50402 Water Service	832	800	900	100	12.5%
50403 Sewer Service	895	850	950	100	11.8%
50404 Refuse Service	1,060	1,000	1,200	200	20.0%
50412 Telecommunications	1,759	2,500	2,800	300	12.0%
50453 Freight Charges	5,130	6,000	3,500	-2,500	-41.7%
50460 Environmental Expenses	4,530	5,000	5,000	0	0.0%
50500 Office Supplies	1,699	1,500	2,000	500	33.3%
50501 Food Supplies and Food Service Supplies	203	0	0	0	0.0%
50506 Repair and Maintenance Supplies	15,488	19,000	19,000	0	0.0%
50510 Police And Fire Supplies/ITEMS	10	0	0	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	2,534	9,000	7,000	-2,000	-22.2%
50514 Other Operating Supplies	37	0	0	0	0.0%
50517 Small Tools	6,489	10,000	10,000	0	0.0%
50518 Liquid Propane Gas	0	1,000	1,000	0	0.0%
50520 Inventory Purchases	495,774	569,444	570,000	556	0.1%
50801 Machinery and Equipment-New \$10,000 and Over	0	48,400	45,000	-3,400	-7.0%
50811 Machinery and Equipment-New Less Than \$10,000	0	3,900	4,500	600	15.4%
50815 Computer Equipment-New Less Than \$10,000	0	6,000	5,000	-1,000	-16.7%
50821 Machinery and Equipment- Replacement \$10,000 and Over	7,400	45,000	45,000	0	0.0%
50831 Machinery and Equipment- Replacement Less Than \$10,000	0	4,000	4,500	500	12.5%
50835 Computer Equipment-Replacement Less Than \$10,000	0	10,055	10,000	-55	-0.5%
<b>Total Cost Center</b>	<b>1,893,620</b>	<b>2,483,517</b>	<b>2,441,417</b>	<b>-42,100</b>	<b>-1.7%</b>
<b>16303 CAM - Leased Vehicle Services</b>					
50412 Telecommunications	168	0	0	0	0.0%
50453 Freight Charges	15	0	0	0	0.0%

<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50521 Computer Software	0	8,500	8,500	0	0.0%
50804 Motor Vehicles and Equipment-New \$10,000 and Over	0	112,780	766,200	653,420	579.4%
50824 Motor Vehicles and Equipment- Replacement \$10,000 and Over	583,500	2,238,000	2,298,450	60,450	2.7%
<b>Total Cost Center</b>	<b>583,683</b>	<b>2,359,280</b>	<b>3,073,150</b>	<b>713,870</b>	<b>30.3%</b>
<b>16304 CAM - Fueling Services</b>					
50209 Other Professional Services	0	600	600	0	0.0%
50210 Maintenance and Repairs	114,710	100,000	120,000	20,000	20.0%
50400 Electric Services	3,007	3,600	3,600	0	0.0%
50402 Water Service	98	200	200	0	0.0%
50403 Sewer Service	198	200	200	0	0.0%
50404 Refuse Service	0	500	500	0	0.0%
50412 Telecommunications	168	0	0	0	0.0%
50459 Other Charges Miscellaneous	191,069	147,000	219,870	72,870	49.6%
50460 Environmental Expenses	19,917	17,500	20,000	2,500	14.3%
50502 Agricultural Supplies	1,074	0	0	0	0.0%
50507 Gasoline	3,381,511	3,479,955	3,349,224	-130,731	-3.8%
50508 Diesel Fuel	4,314,499	4,489,955	4,349,225	-140,730	-3.1%
50518 Liquid Propane Gas	0	1,000	1,000	0	0.0%
50521 Computer Software	24,000	28,000	34,000	6,000	21.4%
50890 Recommended Adjustments	0	-2,000,000	-2,000,000	0	0.0%
<b>Total Cost Center</b>	<b>8,050,251</b>	<b>6,268,510</b>	<b>6,098,419</b>	<b>-170,091</b>	<b>-2.7%</b>
<b>16305 Large Vehicle Wash Facility</b>					
50210 Maintenance and Repairs	115	64,000	25,000	-39,000	-60.9%
50400 Electric Services	6,357	6,500	6,500	0	0.0%
50401 Heating Services	265	1,000	1,000	0	0.0%
50402 Water Service	2,815	4,000	3,500	-500	-12.5%



<b>Cost Center</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50403 Sewer Service	2,985	3,400	3,500	100	2.9%
50460 Environmental Expenses	20,866	20,000	22,000	2,000	10.0%
<b>Total Cost Center</b>	<b>33,403</b>	<b>98,900</b>	<b>61,500</b>	<b>-37,400</b>	<b>-37.8%</b>

# TECHNOLOGY REPLACEMENT FUND

## DESCRIPTION

The Technology Replacement Fund was created in FY01 to serve as an internal service function for general government technology replacement costs. This fund provides for the replacement of general government computers and related technology equipment.

## OBJECTIVES

- To allow Henrico County to utilize technological advancements as they occur.
- To spread the cost of replacing technology equipment over a period of multiple years to reduce the impact of large one-time purchases in a given year.
- To provide centralized accounting to accurately monitor the number and cost of technology equipment replacement.
- To ensure the County does not find itself in the position of having to issue long-term debt to pay for routine technology equipment.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<b>Description</b>	<b>FY22 Actual</b>	<b>FY23 Original</b>	<b>FY24 Proposed</b>	<b>Change 23 to 24</b>
Personnel	\$ 0	\$ 0	\$ 0	0.0%
Operation	0	0	0	0.0%
Capital	3,001,314	3,532,947	3,841,471	8.7%
<b>Total</b>	<b>\$ 3,001,314</b>	<b>\$ 3,532,947</b>	<b>\$ 3,841,471</b>	<b>8.7%</b>

PERFORMANCE MEASURES

Performance Measures

	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
<b>Workload Measures</b>				
Accumulated Value of Equipment	12,554,800	12,985,000	13,140,000	155,000
Computers in Program	3,265	3,365	3,397	32
Other Equipment in Program	1,315	1,356	1,367	11

BUDGET HIGHLIGHTS

The FY24 budget for the Technology Replacement Fund totals \$3,841,471. It is important to note that funding of \$3,500,000 to support this budget request is to be provided by a transfer from the General Fund. This reflects an increase of \$500,000 from the previous approved budget.

The request for replacement equipment includes equipment that is eligible and approved for replacement based on age and usage. While there may be a budget for specific items, some funding is provided for contingency and will only be spent if necessary. In an effort to reduce expenses, departments were requested to review computer requirements to determine if an extended replacement cycle is practical based on the use of the computer. The Department of Information Technology approves the replacement request based on the computer’s use as well as the user’s anticipated needs.



## TECHNOLOGY REPLACEMENT Department Operating Budget Henrico County, Virginia FY 2024

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50514	Other Operating Supplies	72	0	0	0	0.0%
50521	Computer Software	636	54,917	0	-54,917	-100.0%
50805	Computer Equipment-New \$10,000 and Over	0	63,290	0	-63,290	-100.0%
50815	Computer Equipment-New Less Than \$10,000	114,365	11,000	105,400	94,400	858.2%
50825	Computer Equipment- Replacement \$10,000 and Over	295,970	1,636,475	2,676,921	1,040,446	63.6%
50833	Telecommunications Equipment – Replacement Less Than \$10,000	700	0	0	0	0.0%
50835	Computer Equipment- Replacement Less Than \$10,000	2,478,501	1,767,265	1,059,150	-708,115	-40.1%
<b>Total Department</b>		<b>2,890,244</b>	<b>3,532,947</b>	<b>3,841,471</b>	<b>308,524</b>	<b>8.7%</b>

# RISK MANAGEMENT

## DESCRIPTION

Risk Management is a division within the Department of Finance that provides protection from accidental losses arising out of the County’s General Government and Public Schools operations. Protection is provided through a combination of self-insurance and purchased insurance. The division is responsible for the management of the Self-Insurance fund, excess insurance coverages, certificates of insurance for proof of insurance, and provides oversight of workers’ compensation claim administration and the administration of auto, property, and liability claims. The Risk Management staff provides training and guidance to all county agencies and Henrico County Public Schools to help identify and manage operational risks to minimize potential loss and liabilities. Additionally, Risk Management works in collaboration with Workplace Safety and Emergency Management regarding loss prevention, safety training, and environmental concerns.

## OBJECTIVES

- To protect the county against losses that could significantly impact its personnel, property, or financial stability in providing services to the general public.
- To provide comprehensive insurance coverage for the General Government and Schools at the lowest possible cost when considering the various risks involved.

## BUDGET HIGHLIGHTS

The FY24 budget is reflected within the Internal Service Fund series because Risk Management provides services to all areas of General Government and Education, across all funds. Risk Management will continue to administer all applicable programs and services to all county agencies.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 670,530	\$ 731,133	\$ 826,258	13.0%
Operation *	11,764,058	9,789,701	9,789,701	0.0%
Capital	0	3,275	3,275	0.0%
Total	<u>\$ 12,434,588</u>	<u>\$ 10,524,109</u>	<u>\$ 10,619,234</u>	<u>0.9%</u>
Personnel Complement	7	8*	8	0

\* A position previously budgeted within Finance was transferred to Risk Management.

Risk Management

PERFORMANCE MEASURES

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Workers' Compensation Claims Processed	1,155	970	1,048	78
Auto. Gen. Liability, Other Claims Processed	1,194	1,296	1,401	105
Property Damage and Loss Claims Processed	188	122	132	10

BUDGET HIGHLIGHTS (CONTINUED)

The Risk Management budget for FY24 totals \$10,619,234 and is funded with a transfer of \$9,619,234 from the county's General Fund and projected revenue of \$1,000,000 from the Department of Public Utilities' Water & Sewer Enterprise and Solid Waste Funds. In FY20, the Workplace Safety component was separated from Risk Management and is currently with the Emergency Management department.

In FY24, the proposed budget for Risk Management's Self-Insurance Administration function totals \$1,012,375, a 10.4% increase. This increase is the effect of rising employee salary, health care, and benefit costs along with a position transferred from Finance Administration. Within the Self-Insurance Administration function, eight employees provide services including oversight and support of workers' compensation claim administration, auto, property, and liability claim administration, as well as administration of the Self-Insurance Reserve for the General Government and Schools. During FY24, the risk assessment of programs and activities will continue in order to recognize, reduce, and control risk exposures.

In FY24, the proposed budget for claims totals \$7,620,811. Funding for a portion of the Division's costs is typically provided in the December amendment via a transfer from the Self-Insurance Reserve within the General Fund. Funding remains unchanged from FY23.

Also included in the FY24 budget is a proposed \$1,986,048 for insurance policies and premiums. These funds are for costs associated with purchased commercial insurance for both property liability and workers' compensation. It should be noted that the county's costs in this area are supplemented by the Self-Insurance Reserve and remains unchanged from FY23.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
RISK MANAGEMENT**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	450,720	487,546	567,045	79,499	16.3%
50101 Full-Time Salaries and Wages - Overtime	15	500	500	0	0.0%
50104 Temporary Salaries and Wages - Regular	43,743	57,000	57,000	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	2,386	2,877	3,178	301	10.5%
50109 Vacancy Savings	0	-17,527	-18,877	-1,350	-7.7%
50110 FICA	35,176	41,696	45,605	3,909	9.4%
50111 Retirement VRS	65,693	80,591	89,037	8,446	10.5%
50112 Hospital/Medical Plans	66,872	71,624	75,229	3,605	5.0%
50113 Group Insurance - Life (VRS)	5,925	6,826	7,541	715	10.5%
50207 Professional Education Services	0	6,551	6,551	0	0.0%
50209 Other Professional Services	103,853	134,892	134,892	0	0.0%
50210 Maintenance and Repairs	0	250	250	0	0.0%
50220 Lease/Rent Of Equipment	2,082	2,500	2,500	0	0.0%
50230 Temporary Help Service Fees	0	10,000	10,000	0	0.0%
50240 Printing and Binding	50	950	950	0	0.0%
50250 Advertising	0	300	300	0	0.0%
50270 Other Contractual Services	2,247	1,000	1,000	0	0.0%
50310 Automotive/Motor Pool	9,747	6,000	6,000	0	0.0%
50410 Postal Services	228	1,500	1,500	0	0.0%
50411 Messenger Services	0	150	150	0	0.0%
50412 Telecommunications	4,903	3,150	3,150	0	0.0%
50420 Insurance	1,557,119	1,345,000	1,345,000	0	0.0%
50421 Insurance - Workers' Compensation	831,734	641,048	641,048	0	0.0%
50430 Mileage	0	250	250	0	0.0%
50431 Education and Training	884	3,720	3,720	0	0.0%
50450 Dues And Association Memberships	500	500	500	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50451 Claims And Contingencies - County	9,246,760	7,620,811	7,620,811	0	0.0%
50453 Freight Charges	11	150	150	0	0.0%
50459 Other Charges Miscellaneous	381	5,141	5,141	0	0.0%
50500 Office Supplies	1,611	2,250	2,250	0	0.0%
50501 Food Supplies and Food Service Supplies	177	0	0	0	0.0%
50506 Repair and Maintenance Supplies	0	100	100	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	509	125	125	0	0.0%
50512 Books and Subscriptions	641	2,300	2,300	0	0.0%
50513 Educational and Recreational Supplies	0	1,000	1,000	0	0.0%
50514 Other Operating Supplies	0	63	63	0	0.0%
50521 Computer Software	621	0	0	0	0.0%
50813 Telecommunications Equipment-New Less Than \$10,000	0	175	175	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	0	3,100	3,100	0	0.0%
<b>Total Department</b>	<b>12,434,588</b>	<b>10,524,109</b>	<b>10,619,234</b>	<b>95,125</b>	<b>0.9%</b>



# HEALTHCARE FUND

## DESCRIPTION

Effective January 1, 2008, Henrico County’s health care program transitioned to a self-insurance program. Prior to this transition, the County’s health care program operated as a fully insured program, which, in exchange for the payment of a premium, an insurance company assumed the risk, administered the program, and paid all claims. With the transition to a self-insured program, the County pays claims and third-party administrative fees. Self-insurance allows the County to more fully control all aspects of the plan, including setting rates to smooth out the impact of increases on employees and the County, while maintaining adequate funding to cover claims, expenses, and reserves.

## BUDGET HIGHLIGHTS

The cost to fund healthcare expenses is covered by payments from active employees, the County and the School Board, retirees, and retention of interest earnings. The County and Schools contributions are budgeted in departmental budgets, and the Healthcare Fund charges departments based upon actual participants in the program. Revenues to the Healthcare Fund in excess of expenditures accumulate in a premium stabilization reserve. These funds are utilized to allow the County to maintain rate increases at manageable levels.

The budget for FY24 provides funding of \$153,779,481 for the Healthcare Fund. Included in this figure is \$106,066,019 in funding that is budgeted within individual County and Schools departments as the County’s contributions for healthcare for active employees. This means that the County provides direct support for 69.0 percent of the Healthcare Fund’s budget. Also included in this budget is the cost to the County and Schools for retiree subsidies, which are present within the Human Resources budget. It is important to note that expenditures already budgeted within individual departments are negated from the Healthcare Fund budget in the “Adjustments for Interdepartmental Billings” to avoid double counting of expenditures. The balance of \$47,713,462 reflects anticipated payments from employees and retirees that participate in the program, as well as rebates for pharmacy claims and interest earnings.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Claims	\$ 133,216,014	\$ 136,019,684	\$ 142,113,837	4.5%
Other Administrative Fees	10,682,558	9,797,560	11,655,644	19.0%
Payments to Federal Government	10,470	10,000	10,000	0.0%
Total Healthcare	\$ 143,909,042	\$ 145,827,244	\$ 153,779,481	5.5%

## *Healthcare Fund*

### BUDGET HIGHLIGHTS

Of the \$153,779,481 proposed budget for Healthcare, \$142,113,837, or 92.4 percent reflects estimated claims expenditures. The balance of \$10,665,644 is highlighted by anticipated third-party administrative fees (\$6,000,000), health spending account costs (\$1,250,000), costs of actuarial services (\$150,000), wellness initiatives funding (\$150,000) and the premium payments for excess risk insurance, which is \$4,000,000. The insurance protects the County from single large claims greater than \$500,000. Insurance protecting the County from annual claims in excess of 125.0 percent of actuarially projected annual claims was dropped for Calendar Year 2023. Also included in the budget is \$105,644 in funding for the retainer agreement for the County's healthcare consultant.

Also in Calendar Year 2023, Henrico changed its provider of pharmaceutical benefits to Anthem. This move is expected to gain the County several million dollars of rebate payments annually.



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HEALTHCARE**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50209 Other Professional Services	74,000	105,644	105,644	0	0.0%
50231 Health Spending Account (HSA) County	565,576	441,916	600,000	158,084	35.8%
50232 Health Spending Account (HSA) Schools	599,400	550,000	650,000	100,000	18.2%
50270 Other Contractual Services	74,890	150,000	150,000	0	0.0%
50271 Healthcare Administrative Fees	6,127,337	5,300,000	6,000,000	700,000	13.2%
50290 Purchase of Services from Other Governments	10,470	10,000	10,000	0	0.0%
50410 Postal Services	-1,471	0	0	0	0.0%
50422 Healthcare Excess Risk Insurance	3,239,619	3,100,000	4,000,000	900,000	29.0%
50480 Healthcare Claims	133,216,014	136,019,684	142,113,837	6,094,153	4.5%
50998 Wellness Program Payment	3,207	150,000	150,000	0	0.0%
<b>Total Department</b>	<b>143,909,042</b>	<b>145,827,244</b>	<b>153,779,481</b>	<b>7,952,237</b>	<b>5.5%</b>

# DEBT SERVICE FUND

## DESCRIPTION

The Debt Service Fund is used to accumulate financial resources for the payment of interest and principal on all general obligation debt of the county. The debt service on revenue bonds issued by the county's Water and Sewer utility is paid and accounted for within the Enterprise Fund. The county's authority to issue general obligation debt secured solely by the pledge of its full faith and credit is provided by the Constitution of Virginia and the Public Finance Act. There are no limitations imposed by State law or local ordinance on the amount of general obligation debt that may be issued either directly or indirectly. However, with certain exceptions, all debt, which is secured by the general obligation of a county, must be approved at public referendum prior to issuance.

The process of issuing general obligation bonded debt in the county begins with the departments' presentation of capital expenditure needs to the County Manager, who then presents recommendations for funding to the Board of Supervisors. The Board of Supervisors must approve any debt issue before it is placed on the ballot. Then county citizens must vote on the bond referendum and if the bond referendum is approved the debt can be issued. While there are no limitations imposed by State law, the county utilizes debt guidelines (described herein) to ensure that debt service payments do not impact current operations.

The county's projected total outstanding general debt is \$590,475,000 as of June 30, 2023. This reflects the General Obligation (G.O.) Bond issuance of \$102,255,000 in the Spring of 2017, \$99,395,000 in the Spring of 2018, \$105,155,000 in the Summer of 2019, and the \$105,980,000 in the Summer of 2020, representing all of the issuances related to the November 2016 G.O. Bond Referendum. It also reflects the issuance of \$48,115,000 in Virginia Public School Authority Bonds (VPSA) in the fall of 2021. The distribution of the debt is: \$484,575,000 of G.O. bonds (\$335,288,219 for Schools and \$149,286,070 for General Government), \$51,675,000 of EDA bonds (\$43,465,000 for the Indoor Sports Facility and \$8,210,000 for land financing), \$45,705,000 in VPSA bonds and \$8,520,000 of Virginia Resource Authority (VRA) bonds for the replacement of the County's 800mhz Public Safety Communications System.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Principal Payments	\$ 52,245,000	\$ 54,435,001	\$ 54,035,000	(0.7%)
Interest Payments	25,204,781	23,967,483	23,850,922	(0.5%)
Other Debt Expenses	37,475	50,000	114,078	128.2%
Total	<u>\$ 77,487,256</u>	<u>\$ 78,452,484</u>	<u>\$ 78,000,000</u>	<u>(0.6%)</u>
General Government	\$ 32,074,396	\$ 28,268,479	\$ 28,057,571	(0.7%)
Education	<u>45,412,860</u>	<u>50,184,005</u>	<u>49,942,429</u>	<u>(0.5%)</u>
Total Budget	<u>\$ 77,487,256</u>	<u>\$ 78,452,484</u>	<u>\$ 78,000,000</u>	<u>(0.6%)</u>

## Debt Service Fund

### DESCRIPTION

Another way to view the \$590,475,000 projected outstanding debt is \$380,993,219, or 64.5%, is attributed to Education projects and \$209,481,781, or 35.5%, is attributed to General Government projects.

To ensure that the county does not exceed its ability to service current and future debt requirements, an annual long-term debt affordability analysis is performed and utilized as a forecasting tool when confronted with the question of potential debt issues. The County has established the following debt affordability guidelines – debt service as a percentage of General Fund Expenditures, 7.75% and debt service as a percentage of assessed value, 1.49%.

The Board of Supervisors established the debt guidelines in the FY99 Annual Fiscal Plan, which were reaffirmed during growth retreats held in the summer of 2004. Following these guidelines has allowed the county to meet its infrastructure needs without sacrificing other operational requirements.

Following are the two ratios used for the debt affordability guidelines calculated in the debt capacity analysis, which was most recently completed in February 2023. The ratio of **net bonded debt to total assessed value** is a standard measure of the county's ability to meet interest and principal payments on its long-term debt. The county has a ratio of **1.01%** in FY23. The **ratio of debt service to General Fund expenditures** measures the percentage of the budget used to pay debt service and provides a measure of the annual demands placed on the operating budget by the county's long-term debt. This ratio is **6.87%** in FY23.

**The County's bond ratings are as follows:**

- **Moody's Investors Service: Aaa**
- **Standard & Poor's: AAA**
- **Fitch IBCA: AAA**

As a note, Henrico is 1 of only 48 localities in the United States to hold the highest rating from each of the three bond rating agencies, which is referred to as a triple AAA bond rating (Aaa, AAA, and AAA).

### BUDGET HIGHLIGHTS

The budget for the Debt Service fund is \$78,000,000, which reflects a 0.6% decrease when compared to the FY23 Approved Budget. Of the total, \$54,035,000 is payment towards the principal amount owed, \$23,850,922 is interest owed on the debt, and \$114,078 is for fees paid related to servicing the debt.

Another way to view the debt service anticipated to be paid in FY24 is by service area, of which \$49,942,429 is payment on Education debt, \$22,155,806 is payment on debt related to General Government functions, \$2,839,174 is debt related to Public Works projects, and \$3,062,591 is debt service on VRA. As noted earlier, this budget does not include debt related to the Water and Sewer Enterprise Fund as those payments are reflected in that budget.

In November 2016, the county had a General Obligation Bond Referendum that was overwhelmingly approved by the citizens of the county. The amount approved was \$419,800,000 for projects in Schools, Fire, Recreation and Parks, Libraries, and Public Works. All debt and capital appropriations for the 2016 Referendum have been

*Debt Service Fund*

completed as the final bonds were issued in June 2020 and the final appropriations of those bonds were included in the FY22 Capital Budget.

In November 2022, voters again overwhelmingly approved a General Obligation Bond Referendum in the amount of \$511,400,000 split between education, public safety, recreation, and drainage projects. The first issue for these bonds is anticipated to occur in FY24.

There are three types of debt the county has issued over the past 18 years that the county will pay debt service on in FY24: General Obligation (G.O.) Bonds, Virginia Public School Authority (VPSA) Bonds, and Lease/Revenue Bonds.

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**GENERAL OBLIGATION (G.O.) DEBT**

Of the total debt service in FY24, \$66,927,192 is related to General Obligation (G.O.) Bonds. This debt vehicle is issued against the full faith and credit of the County and must be approved by the voters of Henrico. All the debt service related to G.O. Bonds is for debt issued as part of three referenda: November 2000, March 2005, November 2016. It should be noted the debt service related to the November 2022 referendum will add to this total once debt is issued.

In November 2000, the county’s voters approved a \$237,000,000 G.O. Bond Referendum. The referendum included projects for Schools, Fire, Public Library, Public Works – road projects, and Recreation and Parks. Of the total \$237,000,000 referendum approved by the voters, Education projects totaled \$170,500,000 and General Government projects totaled \$66,500,000. The financing plan that supported the 2000 G.O. Bond Referendum utilized \$12,600,000 in VPSA interest earnings and \$4,100,000 from the county’s General Fund balance.

The G.O. Bond referendum approved in November 2000, anticipated the issuance of G.O. Bonds over a six-year period from FY01 to FY07. G.O. Bonds were issued six times over a six-year period with the final issue in November 2006. The table to the right provides a summary of each G.O. Bond issue.

<b>Fiscal Year</b>	<b>Amount</b>	<b>Issue Date</b>
FY01	\$37,110,000	May 2001
FY02	\$27,035,000	February 2002
FY03	\$50,230,000	January 2003
FY04	\$38,920,000	May 2004
FY06	\$46,729,550	August 2005
FY07	\$33,169,057	November 2006

On March 8, 2005, the county voters approved a \$349,300,000 G.O. Bond Referendum. The referendum included projects for Schools, Fire, Public Library, Public Works – one road project - and Recreation and Parks. Of the total \$349,300,000 referendum approved by the voters, Education projects totaled \$220,000,000 and General Government projects totaled \$129,300,000. The financing plan funded the projects over a seven-year period instead of a six-year period. By stretching the period of debt issuance over seven years, the debt service and operating costs for these projects came online more slowly and allowed the maximum use of incremental county resources. The table on the left provides a summary of each G.O. Bond issue.

<b>Fiscal Year</b>	<b>Amount</b>	<b>Issue Date</b>
FY06	\$31,085,450	August 2005
FY07	\$38,745,943	November 2006
FY08	\$29,810,000	January 2008
FY09	\$93,090,000	November 2008
FY10	\$0	Delayed to FY11
FY11	\$72,205,000	July 2010
FY12	\$66,075,000	August 2011

Because of the difficult economic environment, the county chose to take the prudent approach and delay the planned FY10 issuance of G.O. Bonds one year, to FY11. This

### Debt Service Fund

decision also pushed back the originally planned bond issues for FY11 and FY12 one year as well. However, due to favorable interest rates, the two issues were combined into one issue that occurred in August 2011.

In November 2016, the county voters approved a \$419,800,000 G.O. Bond Referendum for projects in Schools, Fire, Recreation and Parks, Libraries, and Public Works-road project. Of the total \$419,800,000 referendum approved by the voters, Education projects totaled \$272,600,000 and General Government's total was \$147,200,000.

The FY18 budget included funding for the first issuance of the G.O. Bonds for the 2016 referendum, appropriating the \$102,255,000 that had been issued May 2017. The second G.O. Bond issue of \$99,395,000, was issued during FY19 in July 2018 and the third issue for \$105,115,000 followed in October 2019. The final issuance related to the 2016 Bond referendum of \$105,980,000 was issued in July 2020 and the FY22 CIP and Budget appropriated the remainder of these funds to projects. The FY23 budget includes debt service payments for all of these issuances in accordance with the published debt service schedules related to each issuance.

Fiscal Year	Amount	Issue Date
FY17	\$102,255,000	May 2017
FY19	\$99,395,000	July 2018
FY20	\$105,115,000	October 2019
FY21	\$105,980,000	July 2020

On November 8, 2022, county voters approved a \$511,350,000 G.O. Bond Referendum including \$340,500,000 that will be issued for School Projects, \$37,000,000 for Parks and Recreation projects, \$83,850,000 for Public Safety projects, and \$50,000,000 for drainage projects. The first G.O. bond issuance, included in the FY24 budget will be for \$114,300,000. The next five issues are planned in consecutive years with the FY25 issue of \$93,450,000, the FY26 issue for \$85,500,000, the FY27 issue for \$76,900,000, followed by the FY28 issue of 69,500,000. The final issue planned for FY29 is for \$71,700,000. It should be noted this schedule could change should economic conditions make issuing debt untenable.

Fiscal Year	Amount
FY24	\$114,300,000
FY25	\$93,450,000
FY26	\$85,500,000
FY27	\$76,900,000
FY28	\$69,500,000
FY29	\$71,700,000

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### VPSA BONDS

Virginia Public School Authority (VPSA) Bonds are the second debt instrument utilized that the county will pay debt service on in FY24. VPSA Bonds may only be utilized for school improvements, and the issuance of VPSA Bonds does not require a vote of the citizens. However, the debt issued is a liability of the county and therefore is included when calculating the county's debt affordability.

The county issued a VPSA Bond in September 2021 totaling \$48.1 million. Debt service in the amount of \$3,952,581 is included in the FY24 budget to make the first full-year debt service payment on these bonds. There are no other outstanding VPSA bond issuances. There was a VPSA issue in 2008 for \$44,440,000 but this issuance was included in the March 2015 refunding and is now reflected as G.O. debt.

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### LEASE/REVENUE BONDS

The third debt instrument utilized that the county will pay debt service on in FY24 is lease/revenue bonds issued through the Henrico Economic Development Authority. These bonds were initially issued in 1996 and 1998 in the amounts of \$28,765,000 and \$24,765,000 respectively and utilized to build the county's Emergency Communications and Training Center, renovate what became the Public Safety Building, purchase an 800 MHz Communication System,

### Debt Service Fund

renovate several facilities and enhance the county's technology systems. In 2009, the county refunded the balance of these bonds to achieve savings on debt service payments. These bonds were refunded a second time to achieve additional savings in 2020 (more details follow). In 2016, the county secured a direct bank 10-year lease revenue bond in the amount of \$34,000,000, which will partially fund a replacement and upgraded 800 MHz communication system. In 2019 and 2020, the county issued two additional lease/revenue bonds including the 2019 Land Financing bond in the amount of \$10,115,000 and the 2020A Indoor Sports Facility Bond in the amount of \$50,000,000. In May 2021, the remaining bonds for the 800 MHz communication system, which totaled \$13,560,000, were refunded through the Virginia Resource Authority. Through the Virginia Pooled Financing Program, the County was able to achieve a true interest cost of 0.957% on the refunded bonds, which saved the County a total of \$2,551,262 in debt service costs over a five-year period. The FY24 budget includes debt service payments in the total amount of \$7,006,149, each amount in accordance with the published debt service schedules related to each issuance.

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### BOND REFUNDINGS

On a regular basis, county staff in conjunction with the county's financial advisor analyze the county's debt to determine if there is a potential for debt service savings by refunding (or refinancing) any of the county's debt at a lower interest rate. This analysis of the county's debt and bond refundings were vital during the Great Recession starting in 2009. As a note, Henrico will not increase the length of time debt is paid off to realize savings. Through these efforts the Water and Sewer Enterprise Fund has realized a savings of \$30,452,613 and the county has saved an additional \$29,119,566 in debt service payments. The table below provides a summary of the General Fund savings.

Refunding Date	Bond Types	Amount	Savings
May, 2009	G.O. Bonds - 2001,2002	\$ 33,785,000	\$ 1,840,000
August, 2009	IDA Lease Revenue Bonds - 1996,1998,1999	36,425,000	5,150,000
May, 2010	G.O. Bonds - 2003, 2004,2005,2006,2008,2008A	119,735,000	5,100,000
September, 2012	G.O. Bonds - 2005,2006.2010A	37,500,000	2,360,000
March, 2015	G.O. Bonds - 2008A and VPSA Bond-2008	50,485,000	3,290,000
May, 2017	G.O. Bonds - 2010A, 2011	53,755,000	2,898,722
February, 2020	EDA Lease Revenue Bonds - 2009B, 2009B	5,530,000	519,839
March, 2020	G.O. Bonds - 2010	24,930,000	3,503,212
July, 2020	G.O. Bonds- 2011	14,720,000	1,906,531
May, 2021	Bank Loan – 2016	13,560,000	2,551,262
	<b>Total Refunding</b>	<b>\$390,425,000</b>	<b>\$29,119,566</b>





**FIDUCIARY FUNDS**

**COUNTY OF HENRICO, VIRGINIA**  
**PROPOSED REVENUES AND EXPENDITURES - FIDUCIARY FUNDS**

Fund	FY22 Actual	FY23 Original	FY24 Proposed
<b>JRJDC Agency Fund Revenues</b>			
Transfer from General Fund	\$3,451,088	\$3,624,201	\$3,805,410
Revenue from Federal Government	59,746	0	0
Revenue from the Commonwealth	1,712,962	1,528,567	1,600,085
Revenue from Goochland/Powhatan	534,082	560,786	588,826
Revenue from Other Localities	27,700	0	0
Interest Income	(23,205)	0	0
(To) From Fund Balance-JRJDC	(19,632)	467,494	321,714
<b>Total JRJDC Revenues</b>	<b>\$5,742,741</b>	<b>\$6,181,048</b>	<b>\$6,316,035</b>
<b>JRJDC Agency Fund Expenditures</b>			
Operating	5,560,519	6,081,048	6,216,035
Capital Projects	182,222	100,000	100,000
<b>Total JRJDC Expenditures</b>	<b>\$5,742,741</b>	<b>\$6,181,048</b>	<b>\$6,316,035</b>
<b>Other Post Employment Benefits - GASB 45 Revenues</b>			
Transfer from General Fund	\$2,675,000	\$2,675,000	\$2,675,000
Revenue from Enterprise Fund	75,000	75,000	75,000
<b>Total OPEB - GASB 45 Revenues</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>
<b>Other Post Employment Benefits - GASB 45 Expenditures</b>			
Operating	\$2,750,000	\$2,750,000	\$2,750,000
<b>Total OPEB - GASB 45 Expenditures</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>	<b>\$2,750,000</b>
<b>Line of Duty Act (LODA) Revenues</b>			
Operating Transfer from General Fund	\$1,250,000	\$1,250,000	\$1,250,000
(To) From Line of Duty Fund Balance	(306,722)	0	0
<b>Total LODA Revenues</b>	<b>\$943,278</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
<b>Line of Duty Act (LODA) Expenditures</b>			
Operating	\$943,278	\$1,250,000	\$1,250,000
<b>Total LODA Expenditures</b>	<b>\$943,278</b>	<b>\$1,250,000</b>	<b>\$1,250,000</b>
<b>Long-Term Disability Revenues</b>			
Fiduciary Fund Balance			
Operating Transfer from General Fund	\$600,000	\$600,000	\$650,000
(To) From Long-Term Disability Fund Balance	(285,655)	\$0	\$0
<b>Total Long-Term Disability Revenues</b>	<b>314,345</b>	<b>\$600,000</b>	<b>\$650,000</b>
<b>Long-Term Disability Expenditures</b>			
Operating	\$314,345	\$600,000	\$650,000
<b>Total Long-Term Disability Expenditures</b>	<b>\$314,345</b>	<b>\$600,000</b>	<b>\$650,000</b>

# JRJDC AGENCY FUND

## James River Juvenile Detention Center

### DESCRIPTION

The James River Juvenile Detention Center detains youth who are awaiting court action in Henrico, Goochland, or Powhatan counties for criminal offense charges. Additionally, some youth may be sentenced for up to six months after having been found guilty of an offense. This group includes criminal offenders, children in need of supervision, and certain traffic offenders. The facility can house up to 60 youths, who are offered psychological screening and follow-ups as needed, as well as programs in education and recreation, and opportunities for success through a high expectation management program.

### OBJECTIVES

- To operate a safe and secure facility for residents and staff, free of serious incidents.
- To establish and maintain a quality system of health and physical care for residents.
- To provide quality programs and services for residents that enable them to return to their communities better equipped for a productive, crime-free life.
- To encourage and develop the professional skills of all employees.

### FISCAL YEAR 2024 SUMMARY

#### Annual Fiscal Plan

Description	FY22	FY23	FY24	Change
	Actual	Original	Proposed	23 to 24
Personnel	\$ 4,787,752	\$ 5,370,557	\$ 5,505,524	2.5%
Operation	740,534	701,381	701,381	0.0%
Capital	32,233	9,130	9,130	0.0%
Subtotal	5,560,519	6,081,068	6,216,035	2.2%
Facility Maintenance	182,222	100,000	100,000	0.0%
Total	<u>\$ 5,742,741</u>	<u>\$ 6,181,068</u>	<u>\$ 6,316,035</u>	<u>2.2%</u>
Personnel Complement*	N/A	N/A	N/A	N/A

\*The Commission has approved funding for 66 full-time positions and 1 part-time position. All positions are Complement III.

**PERFORMANCE MEASURES**

<b>Performance Measures</b>				
	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>	<u>Change 23 to 24</u>
<b>Workload Measures</b>				
Admissions - Secure Detention	243	300	300	0
Average Daily Population	32	45	50	5
Admissions - Post Dispositional	16	32	32	0

**BUDGET HIGHLIGHTS**

The James River Juvenile Detention Commission (JRJDC) is a regional organization of Goochland, Powhatan, and Henrico Counties, formed to operate a juvenile detention facility. Henrico as majority partner serves as the fiscal agent for the operation of the JRJDC. This arrangement eliminates the need for the Commission to duplicate various administrative functions related to personnel matters, procurement activities, and the management of accounting and budgeting efforts.

During a January 23, 2023, meeting, the Commission approved a budget submission, which reflects funding needed to operate the facility on a day-to-day basis. The operating budget for the JRJDC (excluding facility maintenance funding) totals \$6,216,035 for FY24. This is an increase of \$134,987, or 2.2%, compared to the FY23 approved budget. The budgetary growth was entirely found in personnel, which rose by 2.5%, as wage adjustments were partially offset by savings from turnover of long-serving staff.

The budget request for operations is steady at \$701,381 and capital outlay remains level \$9,130. The capital outlay funding is for replacement of furniture, as well as medical and recreational equipment. Beginning in the FY17 approved budget, \$100,000 of annual funding has been included to address increased maintenance needs as the facility ages. Maintenance appropriation as of January 1, 2022, is \$435,679.

In FY24, the Commission will bill each participating locality their operating share based on the number of beds assigned in the 60-bed facility. Per the JRJDC agreement, Henrico has 52 beds and Powhatan and Goochland have 4 beds each. This allocation results in the Commission billing the participating localities for the operating costs at the following percentages: Henrico - 86.6%, Powhatan - 6.7%, and Goochland - 6.7%. The Commission anticipates that these locality contributions will be as follows: Henrico - \$3,805,410, Powhatan - \$294,413, and Goochland - \$294,413.

State aid for the Commission is estimated to be \$1,600,085 for FY24. This figure is 4.7% above the estimate for FY23 and is relatively unchanged from the amount of the State contribution in FY02, the first full year of operations for the facility. As the State’s funding formula depends in part on average daily population over a five-year span, future reductions in state funding are possible.

The Commission projects the use of \$321,714 of reserves as part of the budget for FY24. While the Commission has often used this budgeting practice, actual use of reserves has been minimal.

*JRJDC Agency Fund*

As of June 30, 2022, the Commission had a balance of cash and cash equivalents equaling \$4,052,448. The amount of assets in reserve remains at a healthy level equal to almost two-thirds of the Commission’s annual operating budget.

The following is a list of State aid to the Commission for the fiscal years that the JRJDC has been in full operation. As noted above, the projected FY24 level of funding is little changed from that of FY02, the first full year of operations for the facility.

Fiscal Year	State Aid	Percentage of Operating Expenses	ADP
2001-02	\$1,570,378	43.0%	34
2002-03	\$1,077,234	31.9%	34
2003-04	\$1,130,195	31.6%	34
2004-05	\$1,346,574	36.1%	46
2005-06	\$1,328,775	32.8%	54
2006-07	\$1,519,703	32.6%	59
2007-08	\$1,554,710	34.9%	59
2008-09	\$1,522,679	31.6%	57
2009-10	\$1,432,612	31.3%	58
2010-11	\$1,412,270	28.7%	43
2011-12	\$1,417,499	28.0%	47
2012-13	\$1,571,668	29.6%	56 <sup>(1)</sup>
2013-14	\$1,596,771	33.1%	41
2014-15	\$1,602,976	33.3%	35
2015-16	\$1,675,438	34.1%	39
2016-17	\$1,609,492	31.6%	38
2017-18	\$1,677,328	31.9%	37
2018-19	\$1,668,240	30.2%	24
2019-20	\$1,672,542	31.3%	30
2020-21	\$1,646,877	29.4%	27
2021-22	\$1,712,962	27.5%	32
2022-23	\$1,528,567*	24.7%	45*
2023-24	\$1,600,085*	25.3%	50*
* Figures for FY23 and FY24 are projections.			
<sup>(1)</sup> Average Daily Population was inflated in FY13 due to serving Richmond City juveniles.			



**Department Operating Budget  
Henrico County, Virginia  
FY 2023-24**

**JAMES RIVER JUVENILE DETENTION COMMISSION**

Account Description	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100 Full-Time Salaries and Wages - Regular	3,317,089	3,887,730	4,052,219	164,489	4.2%
50101 Full-Time Salaries and Wages - Overtime	33,656	8,391	8,391	0	0.0%
50102 Part-Time Salaries and Wages- Regular	32,785	50,193	41,989	-8,204	-16.3%
50104 Temporary Salaries and Wages - Regular	65,091	34,060	34,060	0	0.0%
50105 Temporary Salaries and Wages - Overtime	339	0	0	0	0.0%
50108 Hybrid Disability Prgm (Prev Wage Adj)	3,382	4,992	5,627	635	12.7%
50109 Vacancy Savings	0	-291,710	-389,081	-97,371	-33.4%
50110 FICA	251,804	304,499	316,454	11,955	3.9%
50111 Retirement VRS	478,655	642,642	669,832	27,190	4.2%
50112 Hospital/Medical Plans	560,674	675,312	709,302	33,990	5.0%
50113 Group Insurance - Life (VRS)	44,261	54,428	56,731	2,303	4.2%
50114 Unemployment Insurance	16	0	0	0	0.0%
50200 Medical Services	13,018	20,000	36,172	16,172	80.9%
50201 Legal Services	20,000	18,000	24,000	6,000	33.3%
50202 Accounting And Auditing Services	0	11,500	0	-11,500	-100.0%
50204 Engineering/Architectural Services	68	0	0	0	0.0%
50209 Other Professional Services	27,280	26,870	2,270	-24,600	-91.6%
50210 Maintenance and Repairs	26,860	30,000	25,000	-5,000	-16.7%
50211 Maintenance Service Contracts	59,522	80,000	81,045	1,045	1.3%
50220 Lease/Rent Of Equipment	1,515	4,000	5,000	1,000	25.0%
50230 Temporary Help Service Fees	36,476	0	0	0	0.0%
50240 Printing and Binding	0	100	1,000	900	900.0%
50270 Other Contractual Services	8,882	48,000	48,000	0	0.0%
50285 Landscaping	11,500	0	12,000	12,000	100.0%
50310 Automotive/Motor Pool	18,420	18,080	18,080	0	0.0%
50400 Electric Services	90,882	100,500	100,500	0	0.0%

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50401 Heating Services	99,500	112,758	112,758	0	0.0%
50402 Water Service	1,033	1,505	1,250	-255	-16.9%
50403 Sewer Service	0	2,328	2,328	0	0.0%
50404 Refuse Service	2,531	3,000	5,000	2,000	66.7%
50410 Postal Services	128	1,500	750	-750	-50.0%
50412 Telecommunications	25,695	35,000	30,000	-5,000	-14.3%
50431 Education and Training	7,747	0	1,500	1,500	100.0%
50441 Payment To Other Civic/Community Organizations	30,000	0	0	0	0.0%
50450 Dues And Association Memberships	936	400	400	0	0.0%
50459 Other Charges Miscellaneous	-3,355	0	0	0	0.0%
50490 Purchasing Cards Suspense	53	0	0	0	0.0%
50500 Office Supplies	13,225	6,000	6,000	0	0.0%
50501 Food Supplies and Food Service Supplies	167,028	110,640	110,640	0	0.0%
50503 Medical and Laboratory Supplies	9,287	12,000	12,000	0	0.0%
50504 Laundry, Housekeeping, and Janitorial Supplies	35,664	38,500	38,500	0	0.0%
50505 Linen Supplies	517	100	2,500	2,400	2,400.0%
50506 Repair and Maintenance Supplies	13,352	10,000	10,000	0	0.0%
50509 Vehicle and Powered Equipment Supplies	0	500	3,000	2,500	500.0%
50511 Uniforms/Wearing Apparel/ITEMS	15,660	9,000	10,588	1,588	17.6%
50512 Books and Subscriptions	100	100	100	0	0.0%
50513 Educational and Recreational Supplies	6,927	1,000	1,000	0	0.0%
50521 Computer Software	83	0	0	0	0.0%
50811 Machinery and Equipment-New Less Than \$10,000	0	2,000	2,000	0	0.0%
50831 Machinery and Equipment-Replacement Less Than \$10,000	1,895	2,000	2,000	0	0.0%
50832 Furniture and Fixtures-Replacement Less Than \$10,000	7,364	2,000	2,000	0	0.0%
50833 Telecommunications Equipment – Replacement Less Than \$10,000	500	0	0	0	0.0%
50835 Computer Equipment-Replacement Less Than \$10,000	22,474	3,130	3,130	0	0.0%
<b>Total Department</b>	<b>5,560,519</b>	<b>6,081,048</b>	<b>6,216,035</b>	<b>134,987</b>	<b>2.2%</b>



# OTHER POST EMPLOYMENT BENEFITS (OPEB)

## DESCRIPTION

Non-pension benefits provided to employees after employment ends are referred to as Other Post-Employment Benefits (OPEB). The Governmental Accounting Standards Board (GASB) defines OPEB as health insurance, dental insurance, life insurance, and term care coverage for retirees and their families. Other post-employment benefits are part of the compensation package employees earn each year, even though the benefits are not received until employment has ended. For Henrico County, these benefits are confined to retiree health insurance for those retirees opting to remain with the County’s health care provider.

The rating agencies consider OPEB funding status in their evaluations of government financial condition. It is possible that bond ratings may suffer for governments with large liabilities and no defined way to pay for these future costs. Under the guidelines, OPEB financial information will be produced using actuarial valuations performed in accordance with GASB standards. The actuarial valuations should be performed at least every two years for plans that administer OPEB for 200 or more plan members (active and retired) or every three years for plans with fewer than 200 members. Henrico County’s update was completed as of June 30, 2020.

As a result of the financial reporting requirements of the Governmental Accounting Standards Board (GASB), this fiduciary fund was created in FY08. This fund allows the County to budget for the annual cost of public employee non-pension benefits and all outstanding obligations and commitments related to OPEB in the same manner as reporting financial information for pensions. It is the intent of the County of Henrico to fully meet the GASB 45 funding requirement that began in FY08.

## BUDGET HIGHLIGHTS

The budget for FY24 provides funding of \$2,750,000 for costs associated with this accounting standard. It should be noted that \$2,675,000 will come from the General Fund and \$75,000 will cover the Water and Sewer portion of this requirement. The budget continues to meet the anticipated funding requirements. Future contributions will continue to be based on completed independent actuarial analysis.

## FISCAL YEAR 2024 SUMMARY

Annual Fiscal Plan				
Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
OPEB Contribution	\$ 2,750,000	\$ 2,750,000	\$ 2,750,000	0.0%
Total OPEB	\$ 2,750,000	\$ 2,750,000	\$ 2,750,000	0.0%



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HUMAN RESOURCES**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50199 OPEB - Healthcare	2,750,000	2,750,000	2,750,000	0	0.0%
<b>Total Department</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>2,750,000</b>	<b>0</b>	<b>0.0%</b>

# LINE OF DUTY – FIDUCIARY FUND

## DESCRIPTION

The Line of Duty Fiduciary Fund was created in the FY13 Annual Fiscal Plan due to a mandate from the Commonwealth of Virginia that requires localities to pay the cost of this State approved benefit. The Line of Duty benefit was initially approved by the General Assembly as an additional life insurance payment for public safety employees that die in the line of duty. However, the General Assembly expanded the benefit during the 1998 session to include health insurance coverage. The health insurance benefit covers the public safety employee that dies or becomes disabled in the line of duty as well as their spouse and dependents. The expanded benefit was effective July 1, 2000.

During the 2010 General Assembly session, due to the increasing cost of this State benefit directly related to the increasing cost of providing healthcare insurance, the 2010-2012 Biennial Budget passed the cost of the line of duty benefits from the Commonwealth of Virginia to localities. Localities were given two options to pay for the line of duty costs. Henrico County selected the first option which allowed localities to pay the benefit costs directly. The second option was to participate in a line of duty pool administered by the Virginia Retirement System (VRS).

## BUDGET HIGHLIGHTS

The budget for FY24 provides funding for the costs associated with the Line of Duty payments.

As a result of the General Assembly passing the cost of this State approved benefit to localities, a new fiduciary fund was created in the FY13 approved budget with an original forecasted budget of \$500,000. This fiduciary fund allows the County to budget for the annual cost of the Line of Duty. Currently, this benefit provides coverage for 80 retirees.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Line of Duty Contribution	\$ 943,278	\$ 1,250,000	\$ 1,250,000	0.0%
Total Line of Duty	\$ 943,278	\$ 1,250,000	\$ 1,250,000	0.0%



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HUMAN RESOURCES**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50199 OPEB - Healthcare	943,278	1,250,000	1,250,000	0	0.0%
<b>Total Department</b>	<b>943,278</b>	<b>1,250,000</b>	<b>1,250,000</b>	<b>0</b>	<b>0.0%</b>

# LONG-TERM DISABILITY - FIDUCIARY FUND

## DESCRIPTION

Since 1985, the County has provided a self-insured long-term disability program to employees after six months of full-time service. In prior years, this benefit was funded through the budget amendment process and the remaining budget was automatically carried forward into the next fiscal year.

Effective January 1, 2017, the County contracted with Metropolitan Life Insurance Company to fully insure and administer a similar long-term disability program. This budget includes funding for the fully insured premiums to cover the basic, County-provided long-term disability benefit for eligible General Government and Schools employees.

## BUDGET HIGHLIGHTS

The Long-Term Disability Fiduciary Fund was added to the budget beginning with the FY19 Annual Fiscal Plan to capture the on-going expenses associated with this program. The program has a forecast budget of \$650,000 based on contract estimates. It should be noted the actuals for FY21 include paid claims through the legacy self-insured program. These claims will be paid until all claims have been satisfied.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

Description	FY22 Actual	FY23 Original	FY24 Proposed	Change 23 to 24
Long-Term Disability Contribution	\$ 314,345	\$ 600,000	\$ 650,000	8.3%
Total Long Term Disability	\$ 314,345	\$ 600,000	\$ 650,000	8.3%



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
HUMAN RESOURCES**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50420 Insurance	304,225	600,000	650,000	50,000	8.3%
50451 Claims And Contingencies - County	10,120	0	0	0	0.0%
<b>Total Department</b>	<b>314,345</b>	<b>600,000</b>	<b>650,000</b>	<b>50,000</b>	<b>8.3%</b>

# ADJUSTMENTS

## DESCRIPTION

Resources to support the Central Automotive Maintenance operation, the Technology Replacement functions, and the Healthcare Fund in the Internal Service Funds, come via transfers from other operating departments in the form of interdepartmental billings and transfers from the operating Funds, as required. To avoid a duplication of those anticipated expenditures, the amount of funds budgeted for Internal Service Fund activities are deducted from total budget requests.

## OBJECTIVES

- To be sure that any anticipated expenditure in the Internal Service Fund is recognized and offset by a negative entry of like amount to avoid duplication of anticipated expenditures to be billed to other departments.

## BUDGET HIGHLIGHTS

The amount to be funded through interdepartmental billings is determined by the level of service required by the user departments. Service levels for those departments can be found within their individual operating budgets.

Beginning in FY97, only the Central Automotive Maintenance operation was accounted for in the Internal Service Fund. Prior to FY97, all county Information Technology operations were also in the Internal Service Fund. The Department of Information Technology was moved and is accounted for in the General Fund where its activities can more properly be reported at year-end. The Technology Replacement Fund was also funded by interdepartmental billings from FY01 to FY12. Since FY13, funding has been provided by a transfer from the General Fund and retained earnings. Effective January 1, 2008, the county's healthcare program transitioned to a self-insurance program. The Healthcare Fund has been designated as an Internal Service Fund as the majority of its funding is budgeted in departmental budgets. The healthcare costs that are budgeted within departmental budgets are included in the adjustment, while revenues from outside sources are not included in the adjustment.

## FISCAL YEAR 2024 SUMMARY

### Annual Fiscal Plan

<u>Description</u>	<u>FY22 Actual</u>	<u>FY23 Original</u>	<u>FY24 Proposed</u>	<u>Change 23 to 24</u>
Total	\$ (121,405,919)	\$ (127,704,873)	\$ (131,335,792)	(2.8%)



**Department Operating Budget  
Henrico County, Virginia  
FY2023-24  
INTERDEPARTMENTAL BILLINGS**

<b>Account Description</b>	<b>Prior Year Actual</b>	<b>Approved Budget</b>	<b>Proposed Budget</b>	<b>Dollar Inc/Dec</b>	<b>Percent Inc/Dec</b>
50912 Adjustments for Interfund Transactions	-121,405,919	-127,704,873	-131,335,792	-3,630,919	-2.8%
<b>Total Department</b>	<b>-121,405,919</b>	<b>-127,704,873</b>	<b>-131,335,792</b>	<b>-3,630,919</b>	<b>-2.8%</b>





**CAPITAL BUDGET**

# CAPITAL IMPROVEMENT PROGRAM

## EXECUTIVE SUMMARY

Henrico County prepares a ten-year Capital Improve Program (CIP) annually to account for capital improvement projects that generally require a significant outlay of funds and have a project life of longer than one year. Needs are put forward by Departments and prioritized by the Departments over the initial five-year period with projects identified for years six through ten to assist in planning for future capital needs. With the adoption of the budget, funds are appropriated for the first year of the CIP plan. Once funds are appropriated to the Capital Projects Fund for a project, the funds remain appropriated until the project is completed. The CIP also includes estimates of any operating costs associated with each project.

The County's CIP is divided into two main project categories: General Government and Utilities. The general government category includes functions like public safety, transportation, parks, environmental, libraries, and all projects within Henrico County Public Schools. The Utilities category provides details on capital investments to the County's water and wastewater infrastructure.

The 10-year list of capital various County departments have identified is summarized below:

Department	Year 1 Projects	Year 1 Costs	Overall Projects	Overall Cost
Education	9	\$117,600,000	22	\$886,000,000
Fire	2	\$14,549,000	10	\$93,044,000
General Services	6	\$7,934,400	7	\$36,455,450
Information Technology	3	\$10,067,750	3	\$37,642,500
Mental Health	0	0	1	\$18,665,000
Police	1	\$11,217,000	7	\$37,641,596
Public Library	0	0	3	\$16,196,000
Public Safety	0	0	2	\$32,847,000
Public Utilities – Sewer	13	\$87,400,000	26	\$502,220,000
Public Utilities – Water	8	\$13,500,000	16	\$133,000,000
Public Works – Environmental	6	\$15,098,000	6	\$75,490,000
Public Works – Roadway	4	\$221,840,000	4	\$2,188,700,000
Public Utilities – Solid Waste	1	\$5,000,000	1	\$5,000,000
Recreation	4	\$17,600,000	14	\$108,041,000
Sheriff	1	\$721,000	1	\$721,000
Vehicle Replacement	3	\$14,800,000	3	\$148,000,000
Emergency Management	2	1,909,645	2	\$1,909,645
<b>Total</b>	<b>63</b>	<b>\$539,236,795</b>	<b>128</b>	<b>\$4,321,573,191</b>

## *Capital Improvement Program*

### **FY24 Highlights**

In total, recommendations for capital improvement funding for FY24 amount to \$316,798,000. The following highlights for departmental project recommendations are noted:

Capital funding for Henrico County Public Schools (HCPS) totals \$111,550,000 ensuring that taking care of schools remains a top priority. Construction begins with \$12,000,000 allocated to the new Environmental Education Living building, \$32,500,000 for Jackson Davis Elementary replacement, \$31,500,000 for Longan Elementary replacement, and \$10,000,000 for planning costs for replacement of Quioccasin Middle school, all four projects are funded with general obligation bonds approved by voters in the November 2022 referendum. The FY24 Capital Budget also sees the inclusion of \$9,000,000 in ongoing, Meals Tax funding for maintenance projects throughout HCPS. Education will utilize \$5,050,000 for replacing the HVAC system in Douglas S. Freeman High School. Also, \$2,500,000 is allocated for mechanical and roof replacements, \$2,000,000 for technology infrastructure, \$1,000,000 to begin a playground replacement plan, and \$6,000,000 is allocated for bus replacements. It is important to note that every school except one built before 1960 has been significantly remodeled or replaced showing Henrico County takes care of its assets.

Public Safety projects total \$37,100,000. The Division of Fire will use \$13,300,000 for construction of Firehouse 6, and \$5,300,000 for apparatus replacement. The Police Division will use \$15,000,000 recommended for construction of the South station and \$3,500,000 for police vehicle replacement.

A total of \$37,598,000 is proposed for Public Works projects. Of this total, \$27,500,000 will come from CVTA resources with \$25,000,000 going towards prioritized road projects, and \$2,500,000 for pedestrian improvements, which will have an additional \$2,500,000 of local resources allocated for the same purpose. The proposed budget continues the County's efforts to reduce pollutants to meet its MS/4 permit requirements with an allocation of \$2,348,000 while also continuing annual environmental efforts with \$2,750,000 for BMP maintenance, land acquisitions, stream clean-up, and minor drainage projects. Finally, an additional \$2,500,000 will be used for planning drainage projects funded with general obligation bonds approved by voters in the November 2022 referendum.

The remaining recommended funding for General Government agencies totals \$29,650,000. Recreation and Parks will utilize \$2,000,000 for its facility rehabilitation program while \$10,000,000 is allocated for planning and construction for Three Chopt Area Park, \$1,250,000 for the Henrico Visitor's Center, and \$2,500,000 for construction of the third phase of Tuckahoe Creek Park. Funded projects for General Services total \$7,500,000 to be used for various maintenance and enhancement projects. An allocation of \$2,000,000 is provided for neighborhood revitalization efforts from the Community Revitalization reserve. An additional \$750,000 provides support for the Henrico Investment Program and \$2,000,000 provides resources to support the new Home Purchase Assistance Program (HPAP). For Information Technology projects including the County's GIS maintenance, \$1,650,000 is recommended in the capital budget.

Finally, the recommended funding for the Department of Public Utilities Water & Sewer Enterprise Fund is \$100,900,000. This funding level will allow DPU to continue maintenance and expansion of the County's vast water and sewer infrastructure network.

## *Capital Improvement Program*

### **Fiscal Responsibility**

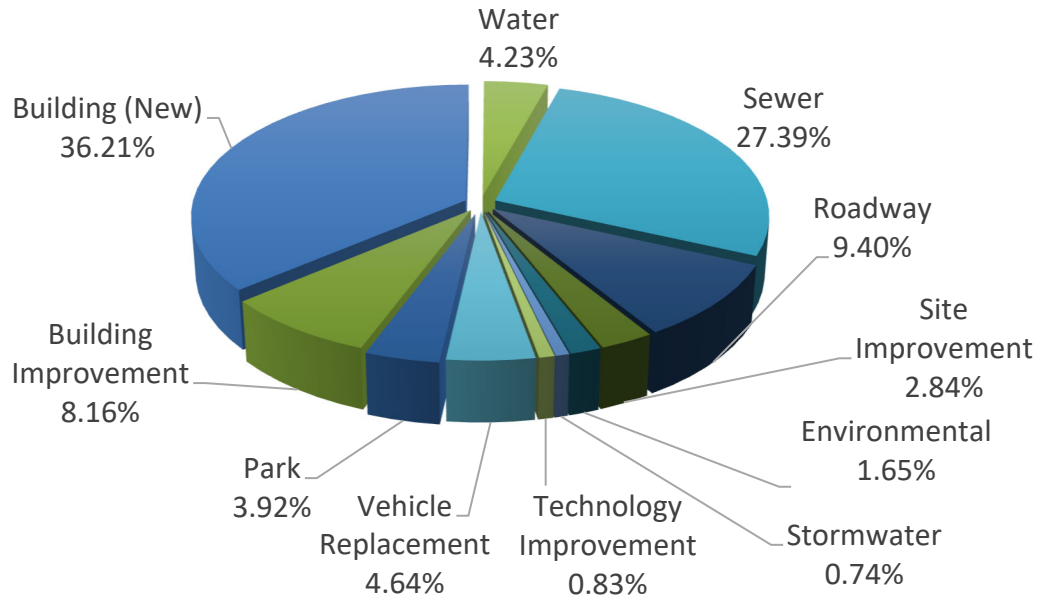
The CIP also represents a balance between available resources and competing county priorities. To ensure that the county's infrastructure is meeting the service delivery needs of the residents, the Board of Supervisors, in consultation with the Henrico County School Board on HCPS projects, can authorize a bond referendum for projects considered the highest priority.

By projecting and scheduling capital improvements in advance of actual needs, the county obtains several advantages.

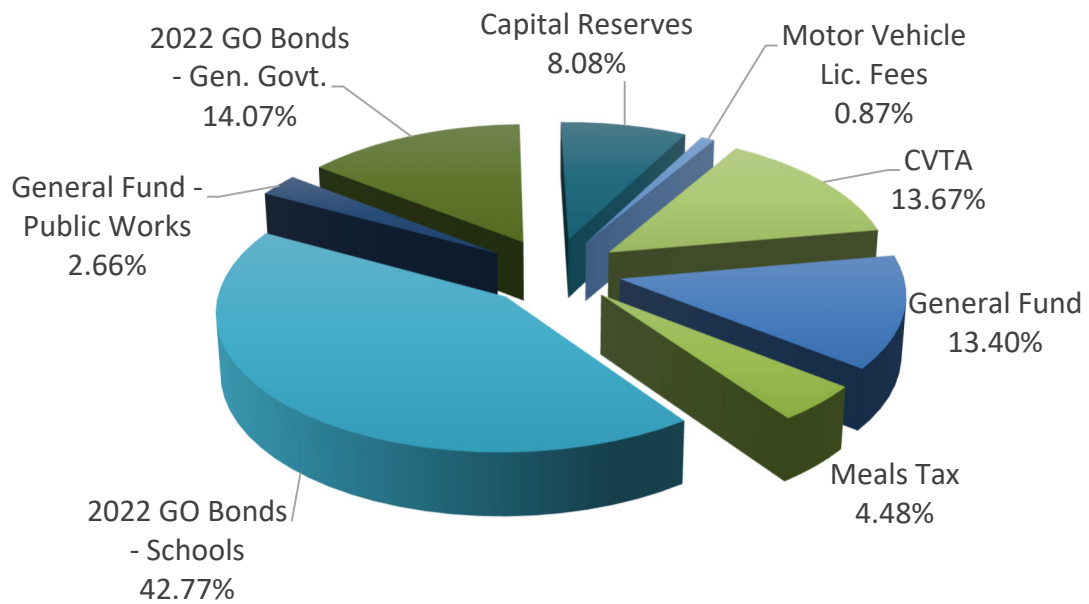
1. Reduction of the need for "crash programs" to finance the construction of County facilities.
2. Budgeting takes place within a system, which assures capital projects will be built according to a predetermined priority system while planning in advance for revenue needed to finance and complete these capital projects.
3. Advance planning ensures projects are well thought out in advance of construction.
4. Major financing purchases can be scheduled in conjunction with favorable market conditions.
5. Coordination with the operating budget is ensured. An important aspect of capital improvement planning is the affect capital expenditures have upon the annual operating cost of the county. When a new facility is established, it must be maintained and staffed, and obligations, which begin when it is made operational, will become continuous. Within the FY24 Operating Budget, all operating costs arising from current and previously approved capital projects that are becoming operational have been accounted for through a crosswalk analysis that is updated annually.

EXPENDITURE SUMMARY - \$316,798,000

By Project Type



By Funding Source



## Capital Improvement Program

### OPERATING IMPACT

The Capital Improvement Program (CIP) accounts for capital improvement projects that generally require a significant outlay of funds and have a project life longer than one year. Henrico County's capital improvement needs and funding requirements are outlined in the Capital Improvement Program FY24 through FY33.

Bringing a new facility on-line may require additional costs such as maintenance, utilities, and personnel to operate the facility. This impact to future operating budgets is considered before funding for a capital project is recommended. Operating costs associated with a new facility are added to department's budgets in the year of the facility's projected opening date through a complete "crosswalk" between the capital and operating budgets.

The proposed Capital Budget for FY24 is \$316,798,000, which funds a portion of the project requests in the first year of the CIP. Operating impacts for projects funded in the FY24 capital budget are accounted for in the county's multi-year expenditure forecasts.

Also appearing in the following pages is the estimated incremental impact of operating costs that would arise from all current capital projects requested within the first five years of the Capital Improvement Program.

### DEVELOPMENT PROCESS

Departmental capital project requests are solicited each year with direction to provide a thoughtful and realistic look at projects beyond the five-year range to allow for better planning of infrastructure needs. Each project in the current CIP is carefully reviewed and prioritized before being submitted and projects that are no longer justifiable are not requested. Departmental requests for facility improvements or new buildings are submitted to General Services for assessment and cost estimates, including operating impacts. More detail assessments are made for projects in year 1 to 5 of the plan with the most focus on year 1 projects. The goal of the CIP is to produce a concise document that provides specific project information to the County Manager and the CIP review committee. Hearings are held to review each project where departments advocate for their priorities.

### CIP DEVELOPMENT TIMELINE

**July** – Requests solicited from departments

**August/September** – Departments work with General Services to determine project cost estimates.

**Mid-Late September** – Departments submit final requests to the Office of Management and Budget (OMB.)

**October/November** – OMB reviews requests and determines initial funding availability.

**December** – Review of all requested projects by the CIP review committee.

**January/February** – First year CIP funding is finalized.

**March** – First year CIP is presented to the Board of Supervisors in the proposed budget. A public hearing is held on the CIP by the Planning Commission to determine substantial and accord with the County's Comprehensive Plan.

**April** – Board of Supervisors adopts the CIP as part of the annual budget.

**June** – Funds are appropriated by the Board of Supervisors.

## *Capital Improvement Program*

### FUNDING SOURCES

Funding for CIP projects typically comes from two major sources: long-term borrowing and current revenues (pay-as-you-go financing). The operating budget is the primary mechanism through which current revenues are appropriated to capital projects. It is important to note that the FY24 budget includes the Education Meals Tax revenue which was approved by voters in November 2013 and dedicated to HCPS by the Board of Supervisors. A total of \$9.0 million associated with this revenue has been dedicated to various school maintenance and rehabilitation projects. Meals Tax revenue, which is dedicated to Henrico County Public Schools, also provides a resource to fund debt service for GO bond referendum projects. The amount appropriated for capital projects each year is based on the Capital Improvement Program in effect at the time the capital budget is developed. The first five years of requests from FY24 to FY28 total \$2,324,243,191, which represents an increase of \$255,268,789 from the current FY23 through FY27 CIP of \$2,068,974,402.



# Fiscal Year 24 Capital Budget

Fund 21 - General Capital Projects			
Project Number	Project	FY24 Budget	Funding Source
Various	General Services Maintenance Projects	7,500,000	GF Fund Balance
00518/00527	Schools Mechanical/Roof	2,500,000	GF Fund Balance (request is \$3.5M)
06899	Schools Meals Tax Reserve	9,000,000	Meals Tax Revenues
09425	School Playground Replacement	1,000,000	GF Fund Balance/Capital Reserve
09098	Schools Technology (Infrastructure Only - no devices)	2,000,000	General Fund Revenue (Facebook)
New	Freeman HS HVAC	5,050,000	GF Fund Balance (FY23 State Revs)
06481	IT Projects	1,500,000	GF Fund Balance
00429	GIS Funding	150,000	GF Fund Balance
06194	Recreation Facility Rehabilitation	2,000,000	GF Fund Balance
08567	Police South Station	15,000,000	Capital Reserve
New	Henrico Visitor Center	1,250,000	\$1M Capital Reserve; \$250k Capital Initiatives
08892	Community Revitalization Fund	2,000,000	GF Fund Balance (CR Reserve)
New	HPAP Program	2,000,000	GF Fund Balance (Permit Fee Overage)
09320	HIP	750,000	GF Fund Balance (HIP Reserve)
09319	Environmental Center Living Building	12,000,000	2022 GO Bonds - Schools (Revised Plan)
06672	Jackson-Davis Elementary School Replacement	32,500,000	2022 GO Bonds - Schools (Revised Plan)
06673	Longan Elementary School Replacement	31,500,000	2022 GO Bonds - Schools (Revised Plan)
08773	Quiocassin Middle School Replacement	10,000,000	2022 GO Bonds - Schools
06177	Firehouse 6 Relocation	13,300,000	2022 GO Bonds - General Government
09434	Three Chopt Area Park	10,000,000	2022 GO Bonds - General Government
23007	Tuckahoe Creek Park Phase III	2,500,000	2022 GO Bonds - General Government
New	Drainage Improvements	2,500,000	2022 GO Bonds - General Government
07046	DPW Stormwater Projects	2,348,000	General Fund Revenue
New	BMP Maintenance	1,000,000	General Fund Revenue
09100	DPW Land Acquisitions - Drainage	500,000	Motor Vehicle License Fee
08932	DPW Streams and Creeks - Drainage	750,000	Motor Vehicle License Fee
00363	DPW Minor Drainage Projects	500,000	Motor Vehicle License Fee
06837	Countywide Pedestrian Improvements	2,500,000	GF Fund Balance
06837	Countywide Pedestrian Improvements	2,500,000	CVTA
09099	CVTA Reserve	25,000,000	CVTA
<b>Total, FY24 Capital Budget, Fund 21 Projects</b>		<b>201,098,000</b>	
Fund 22 - Vehicle Replacement Fund			
Project	Project	FY24 Budget	Funding Source
06690	School Bus Replacement	6,000,000	GF Fund Balance (Vehicle Reserve)
06691	Vehicle Replacement - Police	3,500,000	GF Fund Balance (Vehicle Reserve)
06692	Vehicle Replacement - Fire	5,300,000	GF Fund Balance (Vehicle Reserve)
<b>Total, FY24 Capital Budget - Fund 22 Projects</b>		<b>14,800,000</b>	
Fund 51 - Water & Sewer Enterprise Fund			
Project	Project	FY24 Budget	Funding Source
00782	New Sewer Connections	350,000	Water & Sewer Revenues
00772	Sewer Line Extensions	550,000	Water & Sewer Revenues
00732	Sewer Line Rehabilitation	4,000,000	Water & Sewer Revenues
00743	Sewer Pump Station Improvements	2,700,000	Water & Sewer Revenues
00737	Sewer Reloc., Adjustments & Crossings	200,000	Water & Sewer Revenues
00725	Plan Review and Inspection	2,600,000	Water & Sewer Revenues
08172	Water Reclamation Facility Improvements	20,000,000	Water & Sewer Revenues
01076	Strawberry Hill Basin Area Wide Sewer Rehab.	9,000,000	Water & Sewer Revenues
00735	Water reclamation Facility Expansion	5,000,000	Water & Sewer Revenues
06569	Upham Brook Storage Facilities & Lakeside	3,000,000	Water & Sewer Revenues
06666	Horespen Branch Truck Sewer	30,000,000	Water & Sewer Revenues
06157	Almond Creek Sewer Pump Station Replacement	4,000,000	Water & Sewer Revenues
06159	Almond Creek Force Main	6,000,000	Water & Sewer Revenues
00771	Water Connections	200,000	Water & Sewer Revenues
00770	Water Line Extension	300,000	Water & Sewer Revenues
00768	Water Line Rehabilitation	4,000,000	Water & Sewer Revenues
00769	Water Pumping Station Improvements	1,000,000	Water & Sewer Revenues
00767	Water Reloc., Adjustments & Crossings	200,000	Water & Sewer Revenues
00780	Water Meters	1,300,000	Water & Sewer Revenues
08171	Water Treatment Facility Improvements	1,000,000	Water & Sewer Fund Balance
08555	Portugee Road Water Pumping Station	5,500,000	Water & Sewer Fund Balance
<b>Total, FY24 Capital Budget - Fund 51 Projects</b>		<b>100,900,000</b>	
<b>Total FY24 Capital Budget</b>		<b>316,798,000</b>	

# Capital Improvement Program Requests Summary

Fiscal Year 24 through Fiscal Year 28

By Department	Requested FY24	Requested FY25	Requested FY26	Requested FY27	Requested FY28	Total Requested
<b>Capital Projects Fund</b>						
Education	117,600,000	99,500,000	43,000,000	61,500,000	60,500,000	382,100,000
Fire	14,549,000	8,665,000	14,149,000	1,929,000	4,668,000	43,960,000
General Services	7,934,400	8,330,350	6,090,700	7,050,000	7,050,000	36,455,450
Information Technology	10,067,750	11,398,250	2,958,500	3,178,000	3,370,000	30,972,500
Mental Health	0	0	0	2,335,000	16,330,000	18,665,000
Police	11,217,000	4,844,596	1,193,000	0	4,539,000	21,793,596
Public Library	0	173,000	1,203,000	1,012,000	0	2,388,000
Public Safety	0	1,861,000	13,616,000	11,022,000	6,348,000	32,847,000
Public Works - Environmental	15,098,000	15,098,000	15,098,000	15,098,000	15,098,000	75,490,000
Public Works - Roadway	221,840,000	221,840,000	221,840,000	221,840,000	221,840,000	1,109,200,000
Public Utilities - Solid Waste	5,000,000	0	0	0	0	5,000,000
Recreation	17,600,000	12,350,000	10,930,000	6,780,000	13,861,000	61,521,000
Sheriff	721,000	0	0	0	0	721,000
Emergency Management	1,909,645	0	0	0	0	1,909,645
<b>Total</b>	<b>423,536,795</b>	<b>384,060,196</b>	<b>330,078,200</b>	<b>331,744,000</b>	<b>353,604,000</b>	<b>1,823,023,191</b>
<b>Vehicle Replacement Reserve</b>						
Education	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	30,000,000
Fire	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	17,500,000
Police	5,300,000	5,300,000	5,300,000	5,300,000	5,300,000	26,500,000
<b>Total</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>74,000,000</b>
<b>Enterprise Fund - Utilities</b>						
Public Utilities - Sewer	87,400,000	66,233,000	66,400,000	27,241,000	108,946,000	356,220,000
Public Utilities - Water	13,500,000	16,000,000	19,500,000	13,000,000	9,000,000	71,000,000
<b>Total</b>	<b>100,900,000</b>	<b>82,233,000</b>	<b>85,900,000</b>	<b>40,241,000</b>	<b>117,946,000</b>	<b>427,220,000</b>
<b>Grand Total</b>	<b>539,236,795</b>	<b>481,093,196</b>	<b>430,778,200</b>	<b>386,785,000</b>	<b>486,350,000</b>	<b>2,324,243,191</b>
By Revenue Source	FY24	FY25	FY26	FY27	FY28	Requested
<b>Capital Projects Fund</b>						
Capital Reserves	43,200,000	0	0	0	0	43,200,000
CVTA	27,500,000	27,500,000	27,500,000	27,500,000	27,500,000	137,500,000
G.O. Bonds - Education - 2022	86,000,000	75,300,000	46,500,000	46,000,000	45,000,000	298,800,000
G.O. Bonds - General Gov't - 2022	28,300,000	18,150,000	39,000,000	30,900,000	24,500,000	140,850,000
General Fund	5,348,000	5,348,000	5,348,000	5,348,000	5,348,000	26,740,000
General Fund - Education Meals Tax	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	45,000,000
No Funding Source	222,438,795	247,012,196	200,980,200	211,246,000	240,506,000	1,122,183,191
Other Local Revenue	1,750,000	1,750,000	1,750,000	1,750,000	1,750,000	8,750,000
<b>Total</b>	<b>423,536,795</b>	<b>384,060,196</b>	<b>330,078,200</b>	<b>331,744,000</b>	<b>353,604,000</b>	<b>1,823,023,191</b>
<b>Vehicle Replacement Reserve</b>						
General Fund	14,800,000	14,800,000	14,800,000	14,800,000	14,800,000	74,000,000
<b>Total</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>74,000,000</b>
<b>Enterprise Fund - Utilities</b>						
Enterprise Fund	100,900,000	82,233,000	85,900,000	40,241,000	117,946,000	427,220,000
<b>Total</b>	<b>100,900,000</b>	<b>82,233,000</b>	<b>85,900,000</b>	<b>40,241,000</b>	<b>117,946,000</b>	<b>427,220,000</b>
<b>Grand Total</b>	<b>539,236,795</b>	<b>481,093,196</b>	<b>430,778,200</b>	<b>386,785,000</b>	<b>486,350,000</b>	<b>2,324,243,191</b>

# Capital Improvement Program Requests Summary

Fiscal Year 24 through Fiscal Year 28

By Project Type	Requested FY24	Requested FY25	Requested FY26	Requested FY27	Requested FY28	Total Total
<b>Capital Projects Fund</b>						
Building (New)	122,066,000	90,903,000	34,958,000	51,752,000	24,203,000	323,882,000
Building Addition	0	3,278,000	0	1,929,000	1,663,000	6,870,000
Building Improvement	29,791,700	31,042,946	42,943,700	30,597,000	76,580,000	210,955,346
Drainage (Environmental)	12,750,000	12,750,000	12,750,000	12,750,000	12,750,000	63,750,000
Park	12,500,000	2,500,000	0	0	2,500,000	17,500,000
Roadway	221,840,000	221,840,000	221,840,000	221,840,000	221,840,000	1,109,200,000
Site Improvement	4,600,000	7,000,000	11,280,000	6,350,000	7,350,000	36,580,000
Solid Waste	5,000,000	0	0	0	0	5,000,000
Stormwater (Environmental)	2,348,000	2,348,000	2,348,000	2,348,000	2,348,000	11,740,000
Technology Improvement	11,067,750	12,398,250	3,958,500	4,178,000	4,370,000	35,972,500
Vehicle Replacement	16,373,345	14,800,000	14,800,000	14,800,000	14,800,000	75,573,345
<b>Total</b>	<b>438,336,795</b>	<b>398,860,196</b>	<b>344,878,200</b>	<b>346,544,000</b>	<b>368,404,000</b>	<b>1,897,023,191</b>
<b>Enterprise Fund - Utilities</b>						
Sewer	87,400,000	66,233,000	66,400,000	27,241,000	108,946,000	356,220,000
Water	13,500,000	16,000,000	19,500,000	13,000,000	9,000,000	71,000,000
<b>Total</b>	<b>100,900,000</b>	<b>82,233,000</b>	<b>85,900,000</b>	<b>40,241,000</b>	<b>117,946,000</b>	<b>427,220,000</b>
<b>Grand Total</b>	<b>539,236,795</b>	<b>481,093,196</b>	<b>430,778,200</b>	<b>386,785,000</b>	<b>486,350,000</b>	<b>2,324,243,191</b>

**Capital Improvement Program Five Year Summary FY24 through FY28  
Department Requests by Fiscal Year and Priority Number - Fund 21 and Fund 22**

Project	Priority Type	District	Recommended FY24	Request FY24	Request FY25	Request FY26	Request FY27	Request FY28	Total Five Year
<b>Community Revitalization</b>									
08892	1 Site Improvement	Countywide	2,000,000	0	0	0	0	0	0
	2 Site Improvement	Countywide	2,000,000	0	0	0	0	0	0
09320	3 Site Improvement	Countywide	750,000	0	0	0	0	0	0
			<b>4,750,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Education</b>									
00518/00527	1 Building Improvement	Countywide	2,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	17,500,000
09098	2 Building Improvement	Countywide	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
09425	3 Technology Improvement	Countywide	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
06899	4 Building Improvement	Countywide	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	45,000,000
New	5 Building Improvement	Countywide	5,050,000	5,800,000	0	0	0	0	5,800,000
09319	6 Building (New)	Varina	12,000,000	13,300,000	0	0	0	0	13,300,000
06672	7 Building (New)	Three Chopt	32,500,000	36,000,000	0	0	0	0	36,000,000
06673	8 Building (New)	Brookland	31,500,000	37,000,000	0	0	0	0	37,000,000
08773	9 Building (New)	Brookland	10,000,000	10,000,000	79,000,000	0	0	0	89,000,000
New	10 Building Improvement	Brookland	0	0	5,000,000	21,500,000	0	0	26,500,000
08912	11 Building (New)	Fairfield	0	0	0	6,000,000	40,000,000	0	46,000,000
06743	12 Building Improvement	Varina	0	0	0	0	6,000,000	39,000,000	45,000,000
New	13 Building (New)	Three Chopt	0	0	0	0	0	6,000,000	6,000,000
		<b>Department Subtotal</b>	<b>105,550,000</b>	<b>117,600,000</b>	<b>99,500,000</b>	<b>43,000,000</b>	<b>61,500,000</b>	<b>60,500,000</b>	<b>382,100,000</b>
<b>Fire</b>									
13003	1 Building (New)	Varina	0	3,000,000	2,200,000	0	0	0	5,200,000
06177	2 Building (New)	Varina	13,300,000	11,549,000	0	0	0	0	11,549,000
06366	3 Building (New)	Fairfield	0	0	3,187,000	14,149,000	0	0	17,336,000
08995	4 Firehouse Addition	Varina	0	0	1,589,000	0	0	0	1,589,000
08994	5 Firehouse Addition	Brookland	0	0	1,689,000	0	0	0	1,689,000
08993	6 Firehouse Addition	Brookland	0	0	0	0	1,523,000	0	1,523,000
08992	7 Firehouse Addition	Three Chopt	0	0	0	0	406,000	1,663,000	2,069,000
06529	8 Firehouse Addition	Fairfield	0	0	0	0	0	3,005,000	3,005,000
		<b>Department Subtotal</b>	<b>13,300,000</b>	<b>14,549,000</b>	<b>8,665,000</b>	<b>14,149,000</b>	<b>1,925,000</b>	<b>4,668,000</b>	<b>43,960,000</b>
<b>General Services</b>									
00572	1 Core Facility Improvements	General Government	4,050,000	4,049,400	4,634,350	2,990,700	4,600,000	4,600,000	20,874,450
New	2 Western Government Center Renovations	Bookland	1,429,000	1,429,000	1,496,000	0	0	0	2,925,000
New	3 Eastern Government Center Renovations	Fairfield	1,100,000	1,106,000	0	0	0	0	1,106,000
06477	4 Small Project Improvements and Renovations	General Government	0	500,000	500,000	500,000	500,000	500,000	2,500,000
01198	5 Energy Management	General Government	250,000	250,000	250,000	250,000	250,000	250,000	1,250,000
00425	6 Roof Replacement and Rehabilitation	General Government	671,000	600,000	1,200,000	2,000,000	1,400,000	1,400,000	6,600,000
00423	7 Pavement Rehabilitation	General Government	0	0	250,000	350,000	300,000	300,000	1,200,000
		<b>Department Subtotal</b>	<b>7,500,000</b>	<b>7,934,400</b>	<b>8,330,350</b>	<b>6,090,700</b>	<b>7,050,000</b>	<b>7,050,000</b>	<b>36,455,450</b>
<b>Information Technology</b>									
06481	1 Information Technology Projects	General Government	1,500,000	1,796,000	1,680,000	1,690,000	2,525,000	3,220,000	10,911,000
00429	2 Geographic Information System	General Government	150,000	150,000	150,000	150,000	150,000	150,000	750,000
09185	3 ERP System Replacement	General Government	0	8,121,750	9,568,250	1,118,500	503,000	0	19,311,500
		<b>Department Subtotal</b>	<b>1,650,000</b>	<b>10,067,750</b>	<b>11,398,250</b>	<b>2,958,500</b>	<b>3,178,000</b>	<b>3,370,000</b>	<b>30,972,500</b>
<b>Mental Health</b>									
06662	1 Woodman Road Expansion	General Government	0	0	0	0	2,335,000	16,330,000	18,665,000
		<b>Department Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,335,000</b>	<b>16,330,000</b>	<b>18,665,000</b>

Project	Priority Type	District	Recommended FY24	Request FY24	Request FY25	Request FY26	Request FY27	Request FY28	Total Five Year
<b>Police</b>									
08567	1 Building (New)	Varina	15,000,000	11,217,000	0	0	0	0	11,217,000
New	2 Building Improvement	Fairfield	0	0	189,596	0	0	0	189,596
08874	3 Building (New)	Varina	0	0	4,655,000	0	0	0	4,655,000
New	4 Building (New)	General Government	0	0	0	1,193,000	0	0	1,193,000
08873	5 Building (New)	General Government	0	0	0	0	0	4,539,000	4,539,000
<b>Department Subtotal</b>			<b>15,000,000</b>	<b>11,217,000</b>	<b>4,844,596</b>	<b>1,193,000</b>	<b>0</b>	<b>4,539,000</b>	<b>21,793,596</b>
<b>Public Library</b>									
07034	1 Building Improvement	Tuckahoe	0	0	173,000	1,041,000	0	0	1,214,000
07033	2 Building Improvement	Three Chopt	0	0	0	162,000	1,012,000	0	1,174,000
<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>173,000</b>	<b>1,203,000</b>	<b>1,012,000</b>	<b>0</b>	<b>2,388,000</b>
<b>Public Safety</b>									
09177	1 Building (New)	General Government	0	-	1,861,000	12,133,000	-	-	13,994,000
08991	2 Building (New)	General Government	0	-	-	1,483,000	11,022,000	6,348,000	18,853,000
<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>1,861,000</b>	<b>13,616,000</b>	<b>11,022,000</b>	<b>6,348,000</b>	<b>32,847,000</b>
<b>Public Works - Environmental</b>									
Asst	1 Drainage (Environmental)	Countywide	2,500,000	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	50,000,000
00363	2 Drainage (Environmental)	Countywide	500,000	500,000	500,000	500,000	500,000	500,000	2,500,000
08932	3 Drainage (Environmental)	Countywide	750,000	750,000	750,000	750,000	750,000	750,000	3,750,000
09100	4 Drainage (Environmental)	Countywide	500,000	500,000	500,000	500,000	500,000	500,000	2,500,000
New	5 Drainage (Environmental)	Countywide	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
07046	6 Stormwater (Environmental)	Countywide	2,348,000	2,348,000	2,348,000	2,348,000	2,348,000	2,348,000	11,740,000
<b>Department Subtotal</b>			<b>7,598,000</b>	<b>15,098,000</b>	<b>15,098,000</b>	<b>15,098,000</b>	<b>15,098,000</b>	<b>15,098,000</b>	<b>75,490,000</b>
<b>Public Works - Roadway</b>									
Asst	1 Roadway	Countywide	0	35,000,000	35,000,000	35,000,000	35,000,000	35,000,000	175,000,000
Asst	2 Roadway	Countywide	25,000,000	135,680,000	135,680,000	135,680,000	135,680,000	135,680,000	678,400,000
Asst	3 Roadway	Countywide	0	46,160,000	46,160,000	46,160,000	46,160,000	46,160,000	230,800,000
06837	4 Roadway	Countywide	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	25,000,000
<b>Department Subtotal</b>			<b>30,000,000</b>	<b>221,840,000</b>	<b>221,840,000</b>	<b>221,840,000</b>	<b>221,840,000</b>	<b>221,840,000</b>	<b>1,109,200,000</b>
<b>Public Utilities - Solid Waste</b>									
08353	1 Solid Waste	Brookland	0	5,000,000	0	0	0	0	5,000,000
<b>Department Subtotal</b>			<b>0</b>	<b>5,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,000,000</b>
<b>Recreation</b>									
New	Building (New)	Varina	1,250,000	0	0	0	0	0	0
09434	1 Park	Three Chopt	10,000,000	10,000,000	0	0	0	0	20,000,000
23007	2 Park	Tuckahoe	2,500,000	2,500,000	2,500,000	0	0	0	5,000,000
06194	3 Site Improvement	Countywide	2,000,000	1,600,000	1,020,000	3,230,000	1,250,000	1,850,000	8,950,000
09435	4 Site Improvement	Fairfield	0	3,000,000	0	0	0	0	3,000,000
23008	5 Building Improvement	Fairfield	0	500,000	0	0	0	0	500,000
09431	6 Building Improvement	Varina	0	0	3,100,000	0	0	0	3,100,000
09432	7 Site Improvement	Brookland	0	0	5,730,000	0	0	0	5,730,000
09433	8 Site Improvement	Brookland	0	0	0	7,700,000	0	0	7,700,000
	9 Site Improvement	Countywide	0	0	0	0	4,800,000	5,200,000	10,000,000
06213	10 Building (New)	Fairfield	0	0	0	0	730,000	4,311,000	5,041,000
<b>Department Subtotal</b>			<b>15,750,000</b>	<b>17,600,000</b>	<b>12,350,000</b>	<b>10,930,000</b>	<b>6,780,000</b>	<b>13,861,000</b>	<b>61,521,000</b>

Project	Priority Type	District	Recommended FY24	Request FY24	Request FY25	Request FY26	Request FY27	Request FY28	Total Five Year
<b>Sheriff</b>									
New	1 Building Improvement	General Government	0	721,000	0	0	0	0	721,000
<b>Department Subtotal</b>			<b>0</b>	<b>721,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>721,000</b>
<b>Emergency Management</b>									
New	1 Vehicle Replacement	Countywide	0	1,573,345	0	0	0	0	1,573,345
New	2 Building Improvement	General Government	0	336,300	0	0	0	0	336,300
<b>Department Subtotal</b>			<b>0</b>	<b>1,909,645</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,909,645</b>
<b>Vehicle Replacement- Fund 22</b>									
06690	School Bus Replacement	Countywide	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	30,000,000
	Vehicle Replacement - Police	Countywide	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	17,500,000
	Vehicle Replacement - Fire	Countywide	5,300,000	5,300,000	5,300,000	5,300,000	5,300,000	5,300,000	26,500,000
<b>Department Subtotal</b>			<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>14,800,000</b>	<b>74,000,000</b>
<b>Grand Total - Capital Projects Fund</b>			<b>215,898,000</b>	<b>438,336,795</b>	<b>398,860,196</b>	<b>344,878,200</b>	<b>346,544,000</b>	<b>368,404,000</b>	<b>1,897,023,191</b>

Capital Improvement Program FY24 through FY28

Department Requests by Fiscal Year and Priority Number - Enterprise Fund - Fund 51

Project	Priority	Type	Source	District	FY24 Recommended	FY24 Request	FY25 Request	FY26 Request	FY27 Request	FY28 Request	Total Five Year	
<b>Public Utilities - Sewer</b>												
00782		1 Sewer	Enterprise Fund	Countywide	350,000	350,000	350,000	350,000	350,000	350,000	1,750,000	
		2 Sewer	Enterprise Fund	Countywide	550,000	550,000	550,000	550,000	550,000	550,000	2,750,000	
00732		3 Sewer	Enterprise Fund	Countywide	4,000,000	4,000,000	4,000,000	5,000,000	5,000,000	5,000,000	23,000,000	
00743		4 Sewer	Enterprise Fund	Countywide	2,700,000	2,700,000	2,500,000	3,200,000	2,500,000	2,000,000	12,900,000	
00737		5 Sewer	Enterprise Fund	Countywide	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000	
00725		6 Sewer	Enterprise Fund	Countywide	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	2,600,000	13,000,000	
08172		7 Sewer	Enterprise Fund	Varina	20,000,000	20,000,000	3,000,000	3,000,000	3,000,000	3,000,000	32,000,000	
01076		8 Sewer	Enterprise Fund	Countywide	9,000,000	9,000,000	5,000,000	15,000,000	8,500,000	5,000,000	42,500,000	
		9 Sewer	Enterprise Fund	Varina	5,000,000	5,000,000	0	0	0	0	5,000,000	
06569		10 Sewer	Enterprise Fund	Fairfield	3,000,000	3,000,000	0	0	0	0	3,000,000	
06666		11 Sewer	Enterprise Fund	Brookland	30,000,000	30,000,000	0	0	0	0	30,000,000	
06157		12 Sewer	Enterprise Fund	Varina	4,000,000	4,000,000	0	0	0	0	4,000,000	
06159		13 Sewer	Enterprise Fund	Varina	6,000,000	6,000,000	0	0	0	0	6,000,000	
06449		14 Sewer	Enterprise Fund	Varina	0	8,000,000	0	0	0	0	8,000,000	
06450		15 Sewer	Enterprise Fund	Varina	0	2,000,000	0	0	0	0	2,000,000	
07027		16 Sewer	Enterprise Fund	Three Chopt	0	20,500,000	0	0	0	0	20,500,000	
06158		17 Sewer	Enterprise Fund	Countywide	0	5,000,000	0	0	0	30,000,000	35,000,000	
06154		18 Sewer	Enterprise Fund	Fairfield	0	7,033,000	0	0	0	35,000,000	42,033,000	
06667		19 Sewer	Enterprise Fund	Countywide	0	5,500,000	0	0	0	22,000,000	27,500,000	
07026		20 Sewer	Enterprise Fund	Three Chopt	0	0	0	13,000,000	0	0	13,000,000	
07028		21 Sewer	Enterprise Fund	Three Chopt	0	0	0	5,500,000	0	0	5,500,000	
06838		22 Sewer	Enterprise Fund	Three Chopt	0	0	0	11,000,000	0	0	11,000,000	
07029		23 Sewer	Enterprise Fund	Varina	0	0	0	7,000,000	0	0	7,000,000	
06155		24 Sewer	Enterprise Fund	Varina	0	0	0	0	541,000	3,246,000	3,787,000	
New		25 Sewer	Enterprise Fund	Varina	0	0	0	0	1,500,000	0	1,500,000	
New		26 Sewer	Enterprise Fund	Varina	0	0	0	0	2,500,000	0	2,500,000	
<b>Department Subtotal</b>					<b>87,400,000</b>	<b>87,400,000</b>	<b>66,233,000</b>	<b>66,400,000</b>	<b>27,241,000</b>	<b>108,946,000</b>	<b>356,220,000</b>	
<b>Public Utilities - Water</b>												
00771		1 Water	Enterprise Fund	Countywide	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000	
00770		2 Water	Enterprise Fund	Countywide	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000	
00768		3 Water	Enterprise Fund	Countywide	4,000,000	4,000,000	4,000,000	5,000,000	5,000,000	5,000,000	23,000,000	
00769		4 Water	Enterprise Fund	Countywide	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	
00767		5 Water	Enterprise Fund	Countywide	200,000	200,000	200,000	200,000	200,000	200,000	1,000,000	
00780		6 Water	Enterprise Fund	Countywide	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000	6,500,000	
08171		7 Water	Enterprise Fund	Three Chopt	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	
08555		8 Water	Enterprise Fund	Varina	5,500,000	5,500,000	0	0	0	0	5,500,000	
06118		9 Water	Enterprise Fund	Three Chopt	0	0	2,000,000	0	0	0	2,000,000	
New		10 Water	Enterprise Fund	Three Chopt	0	0	2,000,000	0	0	0	2,000,000	
08556		11 Water	Enterprise Fund	Varina	0	4,000,000	0	0	0	0	4,000,000	
New		12 Water	Enterprise Fund	Fairfield	0	0	0	2,000,000	0	0	2,000,000	
06121		13 Water	Enterprise Fund	Varina	0	0	0	2,000,000	0	0	2,000,000	
06124		14 Water	Enterprise Fund	Varina	0	0	0	2,500,000	0	0	2,500,000	
New		15 Water	Enterprise Fund	Varina	0	0	0	4,000,000	0	0	4,000,000	
06119		16 Water	Enterprise Fund	Fairfield	0	0	0	0	4,000,000	0	4,000,000	
<b>Department Subtotal</b>					<b>13,500,000</b>	<b>13,500,000</b>	<b>16,000,000</b>	<b>19,500,000</b>	<b>13,000,000</b>	<b>9,000,000</b>	<b>71,000,000</b>	
<b>Grand Total - Enterprise W/S Fund</b>					<b>100,900,000</b>	<b>100,900,000</b>	<b>82,233,000</b>	<b>85,900,000</b>	<b>40,241,000</b>	<b>117,946,000</b>	<b>427,220,000</b>	

**Capital Improvement Program  
Fiscal Years 29 through 33  
Projects Identified by Department  
Capital Projects Fund**

Department	Project Name	Year	Cost
<b>Education</b>			
	West Area ES Design and Construction	FY29	41,700,000
	Carver ES Renovation	FY30	27,500,000
	Dumbarton ES Renovation	FY30	35,700,000
	Three Chopt ES Renovation	FY30	21,000,000
	Hermitage HS Renovation	FY31	123,000,000
	Donahoe ES Renovation	FY31	26,300,000
	Glen Allen ES Renovation	FY32	30,000,000
	John Rolph MS Renovation	FY32	74,500,000
	Godwin HS Renovation	FY32	90,000,000
	Gayton ES Renovation	FY33	34,200,000
<b>Fire</b>			
	Firehouse #11 - Replacement and Construction	FY29	13,977,000
	Firehouse #4 - Relocation and Construction	FY30	17,245,000
	Firehouse #2 Replacement and Construction	FY32	17,862,000
<b>Information Technology</b>			
	Information Technology Projects	FY29	5,920,000
	Geographic Information System	FY29	750,000
<b>Police</b>			
	EVOT Training Center	FY33	12,195,000
	PSB Renovations	FY33	2,933,000
<b>Public Library</b>			
	North Park Expansion	FY29	13,808,000
<b>Public Works</b>			
	Highway Interchanges Projects		356,000,000
	Roadway Projects		584,000,000
	Multimodal Projects		139,500,000
<b>Recreation</b>			
	Three Chopt Area Park	FY29	12,500,000
	Capital Maintenance - Turf/Infill	FY29	16,500,000
	Deep Bottom Boat Landing	FY29	7,000,000
	Playground Replacement		4,800,000
	Facility Rehab - Vawter/Glen Lea Park		5,720,000
<b>Sheriff</b>			
	Jail East Special Housing Unit	FY29	46,299,497
<b>Enterprise Fund</b>			
<b>Public Utilities</b>			
	Sewer Connections		1,750,000
	Water Connections		1,000,000
	Sewer Line Extensions		2,750,000
	Water Line Extensions		1,500,000
	Sewer Line Rehabilitation		30,000,000
	Water Line Rehabilitation		39,000,000
	Sewer Pump Station Improvements		10,000,000
	Water Pumping Station Improvements		5,000,000
	Sewer Relocation, Adjustments and Crossings		1,000,000
	Water Relocation, Adjustments and Crossings		1,000,000
	Plan Review and Inspection		13,000,000
	Water Meters		6,500,000
	Water Reclamation Facility Improvements		15,000,000
	Water Treatment Facility Improvements		5,000,000
	Strawberry Hill Basin Area Wide Sewer Rehabilitation		72,500,000
	Old Williamsburg Water Pumping Station		3,000,000
	New Market SPS Upgrade and Force Main Interconnect		3,500,000
	New Market and Buffin Road Force Main		14,500,000



**Capital Improvement Program Five Year Summary FY24 through FY28 - Capital Projects Fund - Fund 21 and Fund 22  
Department Operating Requests by Fiscal Year and Priority Number - Fund 21 and Fund 22**

Project	Priority Type	District	Request FY24	Request FY25	Request FY26	Request FY27	Request FY28	Total Five Year
<b>Community Revitalization</b>								
08892	1. Site Improvement	Countywide	0	0	0	0	0	0
	2. Site Improvement	Countywide	0	0	0	0	0	0
09320	3. Site Improvement	Countywide	0	0	0	0	0	0
<b>Education</b>								
00518/00527	1. Building Improvement	Countywide	0	0	0	0	0	0
09098	2. Building Improvement	Countywide	0	0	0	0	0	0
09425	3. Technology Improvement	Countywide	0	0	0	0	0	0
06899	4. Building Improvement	Countywide	0	0	0	0	0	0
New	5. Building Improvement	Countywide	0	0	0	0	0	0
09319	6. Building (New)	Varina	0	0	0	0	0	0
06672	7. Building (New)	Three Chopt	0	0	0	0	0	0
06673	8. Building (New)	Brookland	0	0	0	0	0	0
08773	9. Building (New)	Brookland	0	0	0	0	0	0
New	10. Building Improvement	Brookland	0	0	0	0	0	0
08912	11. Building (New)	Fairfield	0	0	0	0	0	0
06743	12. Building Improvement	Varina	0	0	0	0	0	0
New	13. Building (New)	Three Chopt	0	0	0	0	0	0
<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire</b>								
13003	1. Building (New)	Varina	0	0	0	0	0	0
06177	2. Building (New)	Varina	0	44,035	0	0	0	44,035
06366	3. Building (New)	Fairfield	0	0	0	53,535	0	53,535
08995	4. Building Addition	Varina	0	0	0	13,656	0	13,656
08994	5. Building Addition	Brookland	0	0	0	15,045	0	15,045
08993	6. Building Addition	Brookland	0	0	0	0	12,502	12,502
08992	7. Building Addition	Three Chopt	0	0	0	0	0	0
06529	8. Building (New)	Fairfield	0	0	0	0	0	0
<b>Department Subtotal</b>			<b>0</b>	<b>44,035</b>	<b>0</b>	<b>82,236</b>	<b>12,502</b>	<b>138,773</b>
<b>General Services</b>								
00572	1. Building Improvement	General Government	0	0	0	0	0	0
New	2. Building Improvement	Bookland	0	0	0	0	0	0
New	3. Building Improvement	Fairfield	0	0	0	0	0	0
06477	4. Building Improvement	General Government	0	0	0	0	0	0
01198	5. Building Improvement	General Government	0	0	0	0	0	0
00425	6. Building Improvement	General Government	0	0	0	0	0	0
00423	7. Site Improvement	General Government	0	0	0	0	0	0
<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Information Technology</b>								
06481	1. Technology Improvement	General Government	0	295,000	30,000	45,000	35,000	405,000
00429	2. Technology Improvement	General Government	0	0	0	0	0	0
09185	3. Technology Improvement	General Government	0	5,030,000	262,500	0	0	5,292,500
<b>Department Subtotal</b>			<b>0</b>	<b>5,326,000</b>	<b>292,500</b>	<b>45,000</b>	<b>35,000</b>	<b>5,698,500</b>



Project	Priority	Type	District	Request FY24	Request FY25	Request FY26	Request FY27	Request FY28	Total Five Year
<b>Recreation</b>									
New	Henrico Visitor's Center	Building (New)	Varina	0	0	0	0	0	0
09434	Three Chopt Area Park	1 Park	Three Chopt	0	310,000	0	0	0	310,000
23007	Tuckahoe Creek Phase III	2 Park	Tuckahoe	0	0	0	0	0	0
06194	Facility Rehab	3 Site Improvement	Countywide	0	0	0	0	0	0
09435	Glen Allen Softball Complex	4 Site Improvement	Fairfield	0	170,000	0	0	0	170,000
23008	Three Lakes Nature Center	5 Building Improvement	Fairfield	0	0	0	0	0	0
09431	Dorey Park - Softball Restroom/Concessions	6 Building Improvement	Varina	0	0	170,000	0	0	170,000
09432	Echo Lake Park Rehab	7 Site Improvement	Brookland	0	0	0	0	0	0
09433	Laurel Park Rehab	8 Site Improvement	Brookland	0	0	0	0	0	0
	Capital Maintenance - Turf/Infill - New	9 Site Improvement	Countywide	0	0	0	0	0	0
06213	Western Maintenance Facility	10 Building (New)	Fairfield	0	0	0	0	0	0
	<b>Department Subtotal</b>			<b>0</b>	<b>480,000</b>	<b>170,000</b>	<b>0</b>	<b>0</b>	<b>650,000</b>
<b>Sheriff</b>									
New	Jail East Casework Replacement	1 Building Improvement	General Government	0	0	0	0	0	0
	<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Emergency Management</b>									
New	County Command Unit	1 Vehicle Replacement	Countywide	0	0	0	0	0	0
New	EOS Renovation	2 Building Improvement	General Government	0	0	0	0	0	0
	<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Vehicle Replacement- Fund 22</b>									
06690	School Bus Replacement	Vehicle Replacement	Countywide	0	0	0	0	0	0
	Vehicle Replacement - Police	Vehicle Replacement	Countywide	0	0	0	0	0	-
	Vehicle Replacement - Fire	Vehicle Replacement	Countywide	0	0	0	0	0	-
	<b>Department Subtotal</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Grand Total - Capital Projects Fund**      0      5,850,035      462,500      208,324      333,605      6,854,464

## **APPENDICES**

## APPENDIX "A" GLOSSARY

**Accrual Basis** - A basis of accounting in which transactions are recognized at a time when they are earned, not when cash is received or spent (i.e., an invoice).

**ADA** - The Americans with Disabilities Act (ADA) provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services and programs, and telecommunications.

**Advanced Life Support (ALS)** - The rapid intervention of advanced emergency medical services such as cardiac monitoring, starting IV fluids, giving medication, manual defibrillation, and the process of using advanced airway adjuncts.

**Agency Fund** - This fund accounts for assets held by the County for outside organizations. Agency funds eliminate the duplication of administrative functions related to personal matters, procurement activities and accounting and budget responsibilities.

**Annual Fiscal Plan** - The formal title of the County's budget. See *Operating Budget*.

**Appropriation** - This is the legal authorization granted by the Board of Supervisors to expend or obligate funds for specific purposes. An appropriation usually is limited in the amount and time that it may be expended. The Board appropriates annually, at the beginning of each fiscal year, by department, agency, or project, based upon the adopted Annual Fiscal Plan. Additional appropriations may be approved by the Board during the fiscal year by amending the Annual Fiscal Plan and appropriating the funds for expenditure.

**ARPA** – American Rescue Plan Act of 2021, H.R. 1319 of the 117<sup>th</sup> Congress (2021-2022) Public Law 117-2.

**Assessed Value** - A value set on real and other property as a basis for levying taxes. See *Tax Rate*.

**Audit** - The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other evidence for one or more of the following purposes: a. To ascertain whether the statements prepared from the accounts present fairly the financial position and the results of financial operations of the constituent funds and account groups of the governmental unit in accordance with generally accepted accounting principles and on a basis consistent with that of the preceding year. b. To determine the compliance with applicable laws and regulations of a governmental unit's financial transactions. c. To review the efficiency and economy with which operations were carried out. d. To review effectiveness in achieving program results.

**Automated External Defibrillator (AED)** – AED devices are positioned throughout County facilities to aid in emergency response. These battery powered devices are used in combination with cardiopulmonary resuscitation (CPR) to treat sudden cardiac arrest.

**Balanced Budget** – A term used to describe a budget in which total revenues equal total expenditures, reserves, and unassigned fund balance.

**Bond** - A promissory note to pay a specified sum of money (called the principal) at a specified date in the future, together with periodic interest at a specified interest rate. These payments are identified in the budget documents as debt service.

**Budget** - The County's Annual Fiscal Plan showing estimated expenditures and revenues as well as other related data for a specific fiscal year. The Board of Supervisors adopts the Annual Fiscal Plan by resolution.

**Budget Adjustment** – A Budget Adjustment is used to record both income and expense transaction changes against the current budget.

**Budgetary Basis** - Is the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash or modified accrual. See *“Basis of Budgeting”* in the front section of this document.

**CAM** - Central Automotive Maintenance is a division within the Department of General Services and is accounted for in the Internal Service Fund.

**Capital Budget** - A plan of proposed capital projects and means of financing them. Capital projects are approved and funds are appropriated for expenditure by the Board of Supervisors for the duration of the project. The capital budget contains the funds available for expenditure in a specific fiscal year.

**Capital Improvement Program (CIP)** - A plan for capital expenditures to be incurred each year over a five-year period to meet capital requests by the departments and agencies of the County. It sets forth each project, by department, in which the County is to have a part and it specifies the full resources estimated to be available to finance the projected expenditures. The first year of the CIP, or a portion thereof, becomes the capital budget for that fiscal year.

**Capital Outlay** - Outlays which result in the acquisition (either new or replacement) or additions to fixed assets except outlays for major capital facilities which are constructed or acquired (e.g., land and buildings). Expenditures for these major capital facilities are reflected within the capital budget. Examples of capital outlays are furniture, fixtures, machinery, and equipment.

**CDBG** - A federal grant entitled the Community Development Block Grant. Funds support housing, economic development, health and human services, and planning and administration.

**Community Assistance Resource and Education Team (CARE)** – The CARE team supports the Division of Fire’s efforts to educate and address underlying needs within the community, which may at times prompt unnecessary calls to 911.

**Complement** - A listing of authorized positions by department as approved by the Board of Supervisors and maintained by the Human Resources Department. Complement I - 100% County funded position. Complement II - Position partially County funded. Complement III - 100% Non-County funded position. Complement IV – Positions that, regardless of funding source and classified status, are exempt from use of the County’s grievance procedure as determined by the County Manager (i.e., elected officers).

**Contingency** - Funds set aside in a special account in the Annual Fiscal Plan, but not always appropriated for expenditure. These funds are for emergency and unforeseen needs or for previously identified items that may have funding held for further actions or approvals before being appropriated for expenditure.

**CVTA** – Central Virginia Transportation Authority was established by the 2020 General Assembly of Virginia as a resource for expert planning and staff support and administers funding generated through the imposition of an additional regional percent of sales and use tax and a wholesale tax on gasoline and diesel fuel, rates are indexed to inflation.

**Debt Service Fund** - This fund is used to finance and account for the principal and interest payments on long-term debt incurred by the County.

**Department** - An entity within the County organization setup, either by State code or identified need, for the administration of specifically related duties or responsibilities.

**Depreciation** – The decrease in value of physical assets due to use and the passage of time.

**Designated Fund Balance** - That portion of resources, which at year's end, exceeded requirements and has been designated for use at some future time for a specific project or use. Money in a designated fund balance is not in the Annual Fiscal Plan and therefore has not been appropriated for expenditure.

**Development Services (DS) Day Support** - A program offered by the Mental Health Department. The program provides supported employment, vocational services and life enrichment services to graduates of Henrico County's special education program.

**Division** - For manageability and accounting purposes, some departments are further divided into smaller units of control, called divisions. Example: Treasury and Accounting Divisions are both part of the Department of Finance.

**EDA Revenue Bonds** - The type of bonds issued by Henrico County through the Economic Development Authority for the construction of public facilities.

**Enterprise Fund** - These types of funds account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the County is that the cost of providing services to the general public be financed or recovered through charges to users of such services. One example of an enterprise fund is Water and Sewer operations.

**Expenditure** - The authorized paying out of County funds to defray the County charges and expenses and all necessary obligations relating to, or arising from, the execution of the lawful authority of the Board of Supervisors.

**Fiduciary Fund** – These funds are used if the government has a fiduciary or custodial responsibility for assets.

**Financial Guidelines** - The principles utilized by the Henrico County Board of Supervisors. The Henrico County Board of Supervisors has chosen to adhere to the use of broad financial guidelines as a means of maintaining their flexibility in decision making.

**Financial Trend Monitoring System** – The process in which a locality reviews the economic trends that are predictive of its financial outlook for the purpose of assessing its ability to maintain existing service levels, withstand local and regional economic disruptions, and meet the demands of natural growth, decline and change.

**Fiscal Year (FY)** - The County of Henrico operates with a fiscal year from July 1 to June 30.

**Fringe Benefits** - Employer contributions to pension and fringe benefit systems for County employees. Examples of such benefits include health care, unemployment compensation, the Virginia Retirement System, and life insurance.

**Full-time Employee (FTE)** – A full-time employee.

**Fund** - Each fund is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Funds can be further divided into subfunds.

**Fund Balance** - The difference between fund assets and fund liabilities for governmental and trust funds. This balance is classified into subcategories: restricted, committed, assigned and unassigned. The Enterprise Funds refer to these funds as retained earnings.

**GAAP** - Generally Accepted Accounting Principles are uniform standards and guidelines for financial accounting and reporting.

**General Fund** - This fund accounts for all revenues and expenditures of the County which are not accounted for in the other funds. Revenues are primarily derived from general property taxes, local sales taxes, license and permit fees, and revenues received from the State for educational and other purposes. Some revenue collected in the General Fund is transferred to support requirements of other funds such as the Debt Service Fund.

**General Obligation Bonds** - The type of bonds issued when repayment is backed by the full faith and credit of the County and which have been approved by the voters of the County through a bond referendum.

**Goal** - A broad statement of departmental purpose. Within this document, the departmental goal is generally included within the "description" component of individual departmental narratives.

**Governmental Fund Type** – Funds generally used to account for tax-supported activities. Most of the County's governmental functions are accounted for in governmental funds. These funds are appropriated by the Board of Supervisors.

**Grant** - A contribution by one governmental unit or organization to another. Typically, these contributions are made to local governments from the Federal and State governments for specified purposes.

**HCPL** – Henrico County Public Library

**HCPS** – Henrico County Public Schools

**Interdepartmental Billings (IDT)** - Expenditures and credits to expenditures between departments. No net change in Countywide expenditures results. One primary use of IDT's is the payment by operating departments for services rendered by departments in the Internal Service Fund.

**Internal Service Funds** - These account for the County's Central Automotive Maintenance, Technology Replacement operations, Risk Management, and Health Care Fund. Resources for these funds come from IDT's and transfers from the General Fund.

**Local Government Agreement (LGA)** – A document that outlines financial responsibilities between government agencies engaged together to provide services, such as the annual agreement between the Commonwealth of Virginia and Henrico County regarding Public Health.

**Natural Account** - A more detailed and specific listing of expenditures in the County's Oracle Financial Management System. Examples of natural accounts are: 50100 - Salaries and Wages, Regular; and 50101 - Salaries and Wages, Overtime.

**Objective** - A statement of purpose for a program or service describing anticipated outputs or outcomes.

**Operating Budget** - Includes all funds except those accounted for in the capital budget. The Operating Budget or Annual Fiscal Plan is adopted by the Board of Supervisors by resolution on a fiscal year basis, and an appropriation is made, also by resolution, based upon this Plan. The Plan may be amended during the fiscal year pursuant to the Virginia State Code.

**Operating Expenses** - The cost of contractual services, materials, supplies and other expenses not related to personnel and capital outlay expenses or capital projects.

**Other Post Employment Benefits (OPEB)** - Non-pension benefits provided to employees after employment ends. The Governmental Accounting Standards Board (GASB) has required a financial reporting of this expenditure which is captured in a fiduciary fund. This fund will allow the County to budget for the annual cost of public employee non-pension benefits and all outstanding obligations and commitments related to OPEB.

**Pay-As-You-Go** - A method of financing capital projects. Funding is 100% from local revenue. No borrowing or issuing of bonds is undertaken. This method may be used, as warranted, to reduce long term debt requirements.

**Performance Measure** - Specific quantitative or qualitative indicators used to measure an organization's progress. Henrico County utilizes mostly quantitative performance measures, the majority of which have been tracked for over a decade.

**Personnel Expenses** - Cost of salaries, wages, and fringe benefits such as the employer's share of social security contributions, retirement expenses, and health and life insurance payments.

**Project (Capital)** - An item for which the purchase, construction, or other acquisition will represent a public betterment to the community and add to the total physical worth of the County provided that the project considered meets the



criteria for total cost and life expectancy. Examples of capital projects are land, buildings and certain major pieces of equipment of a fixed nature.

**Proprietary Fund** - A business-like fund of a state or local government. Examples of proprietary funds include enterprise funds and internal service funds.

**Requirement** - The use of resources to meet expenditures, to transfer to other County operations, or to set up a reserve. Resources for a given fiscal year must at least equal the requirements for the same fiscal year.

**Reserve** - Each fund may have one or more reserve accounts. These accounts contain funds which have been set aside for a specific purpose or use, but not included in the Annual Fiscal Plan and not appropriated for expenditure. A reserve may be adjusted year-to-year as the needs are adjusted. An example is the Reserve For Self-Insurance in the General Fund.

**Resource**- The income which supports the operation of the County. Sufficient resources each fiscal year must be received to meet the total requirements of the County. Examples of a resource are: revenue (from taxes, fees, etc.), sale of bonds (or other borrowings), certain recoveries and rebates, contributions-in-aid, and prior year fund balance.

**Retained Earnings** – The accumulated earnings of an Enterprise or Internal Service Fund that have been retained in the fund and are not reserved for any specific purpose.

**Revenue** - The Government's income from taxes, permits, fees, licenses, etc., including funds received from other governmental entities. Excludes borrowings and funds from sources such as use of prior years fund balances, contributions-in-aid, and certain recoveries and rebates.

**Service Level** - The supporting information pertinent to departmental approved expenditures that describes the impact on efficiency and/or effectiveness of departmental functions.

**Special Revenue Fund** - This fund accounts for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. This includes resources obtained and used relating to State and Federal grants, the Utility Department's Solid Waste operation, School Cafeterias, Mental Health/Developmental Services, and Street Lighting. There are times when revenue collected in one of the other funds may be transferred into this fund to support those operations such as the County's share of a grant program.

**Subfund** - Within each fund there are often operations, which by their unique characteristics, are best accounted for separately. These related subfunds are combined into one of the major funds. These subfunds are reported separately in revenue and expenditure reports.

**Tax Levy** - Charges imposed by a government to finance activities for the common benefit. Henrico County's tax levies are based on an approved tax rate per one hundred dollars of assessed value.

**Tax Rate** - The level of taxation levied by the County on specifically identified classifications of property. For example, the real estate tax rate for calendar year 2023 is \$0.85 per \$100 of assessed value.

**Transfer** - A resource recorded in one fund may be moved to another fund with the approval of the Board of Supervisors. An example of this interfund transfer would be revenues recorded in the General Fund and then transferred to the Debt Service Fund for payments on principal and interest on bonds.

**Unassigned Fund Balance** - The portion of fund balance representing financial resources available to finance expenditures other than those assigned for future review.

**VPSA Bonds** - The type of bonds issued by Henrico County through the Virginia Public School Authority to finance capital projects for educational purposes.

**VRS** – Virginia Retirement System

**APPENDIX "B"**  
**PERSONNEL COMPLEMENT <sup>1</sup>**

<b>Department</b>	<b>FY22 Revised</b>	<b>FY23 Original</b>	<b>FY23 Changes</b>	<b>FY23 Revised<sup>3</sup></b>	<b>FY24 Changes</b>	<b>FY24 Proposed</b>
General Government:						
Agriculture & Home Extension	2	2		2		2
Board of Supervisors	4	4		4		4
Building Inspections	58	58		58		58
Central Auto. Maintenance	71	72		72		72
Circuit Court Clerk	39	39		39		39
Circuit Court Services	11	11		11		11
Commonwealth's Attorney	62	62		62		62
Community Corrections	4	5		5		5
Community Revitalization	21	20		20	1	21
County Attorney	22	22	1	23		23
County Manager	12	12	0	12		12
Electoral Board	10	10		10		10
Emergency Communications	0	0		0	74	74
Emergency Management	8	8		8		8
Finance	165	165	(2)	163	3	166
Fire	626	638	(1)	637	12	649
General Services	111	111	(6)	105		105
Human Resources	51	48	3	51		51
Hold Complement <sup>2</sup>	1	10	(8)	2	13	15
Information Technology	114	113	1	114		114
Internal Audit	6	6		6		6
Juvenile Detention	31	31		31		31
Juvenile Detention/VJCCCA	3	3		3		3
Library	228	228	(1)	227		227
Mental Health	216	219	(1)	218	1	219
Permit Centers	16	16	(1)	15		15
Planning	44	45	(1)	44		44
Police	872	884	10	894	(64)	830
Public Relations	20	20	(1)	19	1	20
Public Utilities	307	317	(1)	316	6	322
Public Works	289	295		295	5	300
Recreation	180	184	6	190		190
Risk Management	7	7	1	8		8
Sheriff	397	397		397	2	399
Social Services	216	216		216		216
Solid Waste	69	71		71		71
Sports and Entertainment Authority	5	4	2	6		6
Sub-Total	4,298	4,353	1	4,354	54	4,408
Education:	7,322	7,468	(27)	7,441	50	7,491
TOTAL	11,620	11,821	(26)	11,795	104	11,899

<sup>1</sup> The County's personnel complement reflected here includes only those positions funded either wholly or in part with County funds. Positions funded 100% by other agencies (306 as of 1/3/2023) are not included. With the exception of Library, General Government positions are based on headcount while Library and Education positions are measured using FTE.

<sup>2</sup> Certain approved, vacant, and frozen positions have been removed from the department where previously assigned and are being held in the Hold Complement until reassignment is made.

<sup>3</sup> As of 1/3/2023

**Personnel Complement  
By Fund**

<u>Fund</u>	<u>FY22 Revised</u>	<u>FY23 Original</u>	<u>FY23 Changes</u>	<u>FY23 Revised</u>	<u>FY24 Changes</u>	<u>FY24 Proposed</u>
General Fund						
General Government	3,383	3,412	11	3,416	32	3,448
Education	6,372	6,530	0	6,530	50	6,580
Total	9,754	9,941	11	9,945	82	10,027
Special Revenue Fund						
General Government	529	535	0	534	3	537
Education	950	938	(27)	912	0	912
Total	1,479	1,473	(27)	1,446	3	1,449
Enterprise Funds						
Public Utilities	307	317	(1)	316	6	322
Total	307	317	(1)	316	6	322
Internal Service Fund						
Cent. Auto. Maint.	71	72	0	72	0	72
Risk Management	7	7	1	8	0	8
Total	78	79	1	80	0	80
Hold Complement	1	10	(8)	2	13	15
Grand Total	11,620	11,821	(24)	11,789	104	11,893

<sup>(1)</sup> As of 3/1/23

General Government Total	4,298	4,353	3	4,348	54	4,402
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**New Positions for FY24 Budget**

<b>Department</b>	<b>Title</b>	<b># of Positions</b>
Community Revitalization	Revitalization Specialist II	1
Finance	County Debt Manager	1
Finance	Virtual Payments Sr. Management Specialist	1
Finance	Treasury Collection Officer II	1
Fire	Clinical Coordinator	1
Fire	Firefighters (Firehouse 23)	9
Fire	Lieutenants (Firehouse 23)	2
Police	Police Officers	10
Public Relations	Public Relations Specialist, Infrastructure	1
Public Works	Engineer I Drainage	1
Public Works	Project Specialist Chesapeake Bay Preservation and Wetlands	1
Public Works	Project Specialist Capital Projects and Enforcement	1
Public Works	Project Specialist Watershed and Stream Management	1
Public Works	Transportation Specialist Traffic Engineering Technician	1
Sheriff	Peer Recovery Specialist	2
Public Utilities	Senior Business Manager	1
Public Utilities	Instrumentation Specialist III	2
Public Utilities	Water Quality Compliance Specialist	1
Public Utilities	Chemist	1
Public Utilities	Lab Assistant III	1
Sports and Entertainment Authority	Senior Management Specialist	1
HCPS	Instructional Assistants (PT to FT Conversion)	20
HCPS	Family Advocates	10
HCPS	ACE Center Expansion Positions (6 Teachers, 2 IA's)	8
HCPS	Achievable Dream 8th Grade Teachers	7
HCPS	English Language Learner Teachers	5
Hold Complement	Vacant Positions/Repay Previous Position Reallocations	13
<b>Total, General Government and HCPS</b>		<b>104</b>

**GENERAL FUND REVENUES**

Appendix C

<b>Function/Activity</b>	<b>FY 22 Actual</b>	<b>FY 23 Original</b>	<b>FY 24 Proposed</b>
<b>Revenue From Local Sources:</b>			
<b>General Property Taxes:</b>			
Current Real Property Taxes	\$ 395,797,062	\$ 415,000,000	\$ 471,000,000
Delinquent Real Prop Taxes	7,420,001	3,000,000	4,000,000
Cur Real Prop Taxes Pub Svc Corp.	10,400,045	10,000,000	10,000,000
Cur Per Prop Taxes Pub Svc Corp.	60,072	70,000	60,000
Current Personal Prop Taxes	110,283,153	139,000,000	145,000,000
Delinq Personal Prop Taxes	13,479,448	11,000,000	11,000,000
Interest & Ad - All Taxes	693,362	350,000	350,000
<b>Total General Property Taxes</b>	<b>538,133,142</b>	<b>578,420,000</b>	<b>641,410,000</b>
<b>Other Local Taxes:</b>			
County Recordation Tax	\$ 8,062,570	\$ 5,000,000	\$ 5,000,000
Local Sales & Use Taxes	87,993,897	80,250,000	88,500,000
Consumer Utility Taxes	1,893,791	2,750,000	2,000,000
Business & Prof License Taxes	46,330,255	40,000,000	46,000,000
Motor Vehicle Lic Taxes	7,445,801	7,500,000	7,500,000
Bank Franchise Taxes	17,980,194	15,000,000	5,000,000
Grantor'S Tax	2,190,587	1,400,000	1,500,000
Hotel & Motel Tax	3,736,268	3,500,000	3,750,000
Hotel & Motel Tax - Optional 4%	7,472,131	7,000,000	7,500,000
Daily Rental Tax	82,867	60,000	60,000
Pare-Mutuel Wagering	34,530	-	-
Hotel & Motel Tax - Dedicated 2%	3,736,086	3,500,000	3,750,000
Hotel & Motel Tax - RRT 2%	-	-	3,750,000
Consumption Tax	766,830	1,100,000	750,000
Food & Beverage (Meals) Tax	34,826,570	28,000,000	28,000,000
<b>Total Other Local Taxes</b>	<b>222,552,377</b>	<b>195,060,000</b>	<b>203,060,000</b>
<b>Permits, Privilege Fees, &amp; Regulatory Licenses:</b>			
Short Term Rental Registry Fee	\$ 135	\$ -	\$ -
Municipal Library Court Fees	107,417	130,000	100,000
Jury Fees	74,521	60,000	60,000
Adult Video/Bookstore Permit	500	-	-
Concealed Weapon Permit	103,872	75,000	75,000
Elevator Fees	47,741	45,000	45,000
Dog Licenses	33,338	50,000	20,000
Transfer Fees	10,417	7,700	10,000
Structure & Equip Permits	10,277,589	5,500,000	5,500,000
Septic Tank Permit	7,548	4,000	5,000
Going Out Of Business Permit	25	-	-
Taxi-Cab Certificates	6,640	10,000	5,000
Permit To Pur Precious Metals	6,600	8,000	6,000
Public Utility Permit	2,285	1,000	2,000
Hauling & Moving Permit	1,570	1,000	1,000
Vacation Of Roads	1,350	1,000	1,000
Zoning Application Fees-Plan	286,994	150,000	200,000
High School Parking Fees	52,108	100,000	100,000
School-Facilities Rental	119,843	300,000	100,000
Criminal Justice Training Acad	166,032	210,000	150,000
Dangerous Or Vicious Dog Registrations	1,300	900	1,000
Dance Hall Permit App Fee	-	400	-
Vsmp - Permit	2,224	100,000	100,000
<b>Total Permits, Fees, And License</b>	<b>11,310,049</b>	<b>6,754,000</b>	<b>6,481,000</b>

**GENERAL FUND REVENUES**

Appendix C

<b>Function/Activity</b>	<b>FY 22 Actual</b>	<b>FY 23 Original</b>	<b>FY 24 Proposed</b>
<b>Fines And Forfeitures:</b>			
False Alarm Penalty	\$ 66,965	\$ 65,000	\$ 65,000
Traffic Violation	1,595,093	2,000,000	1,500,000
Parking Violation	12,782	20,000	10,000
<b>Total Fines And Forfeitures</b>	<b>1,674,840</b>	<b>2,085,000</b>	<b>1,575,000</b>
<b>Revenue From Use Of Money And Property:</b>			
Interest On Crim. Judgments	\$ 91,816	\$ 90,000	\$ 90,000
Rental On County Property	680,964	580,000	580,000
Records & Services Fee	75,256	80,000	75,000
Interest On Investments	(8,848,643)	1,000,000	2,000,000
Rental Of County Property (DSS)	80,860	68,000	68,000
Vend. Mach. Comm	52,179	70,000	50,000
Sale Of Pub. - RE	422	500	500
Land Use Revenue	471	500	500
Sale of Publications - DPW	20	-	-
Sale Of Surplus & Salvage - DPW	175,040	90,700	100,000
Sale Of Signs - DPW	2,395	-	-
Sale Of Equipment-Schools	186,218	100,000	100,000
Sale Of Vehicles	117,935	-	-
Interest on 1997 Bonds	(10,800)	-	-
Sale Of Unclaimed Property	28,551	2,000	-
Sale Of Vehicles	27,501	-	-
Gov Deals Rebates	5,154	-	-
E-Payables Credit Card Rebates	251,881	300,000	250,000
<b>Total From Use Of Money And Prop</b>	<b>(7,082,782)</b>	<b>2,381,700</b>	<b>3,314,000</b>
<b>Charges For Services:</b>			
Re Tax Cr - Rehab Fees	\$ 850	\$ 500	\$ 500
Residential Rehab Fees	550	1,000	500
Jail Booking Fees	37,970	50,000	35,000
Court Conviction Fees	328,883	450,000	300,000
Weekender Fee	12,378	50,000	10,000
Sale Of Textbooks	6,122	-	-
Overdue Books	132,131	260,000	150,000
Photocopying Fees	1,195	10,000	1,000
Charges For Lost Books	65,410	120,000	60,000
Misc. Library Income	(12,028)	-	-
Non-Resident Fees-Library	9,386	10,000	10,000
Sheriff Fees	35,884	36,000	36,000
Room & Board Pmt-Work Release	12,852	100,000	10,000
Home Incarceration Program	203,977	280,000	200,000
Inmate Medical Fees	64,960	75,000	75,000
Inmate Phone Charges	868,660	600,000	800,000
North Run Concessions	6,330	-	-
Shelter Reservations-Rec.	77,888	62,000	62,000
Misc Revenue-Recreation	23,653	10,000	10,000
Setup Fees Conf. Hills	(35)	-	-
Setup Fees - Facilities	24,802	30,000	30,000
Room Rentals	153,209	210,000	150,000
Memberships	15,745	35,000	35,000
Program Revenue	45,717	210,000	210,000
Theater Concession Revenue	16,630	10,000	10,000
School Tuition - Winter	77,388	15,000	15,000
Vacuum Leaf Collection	215,741	190,000	200,000
Commonwealth Attorney Fees	18,703	25,000	20,000
Charge For Board Of Animals	23,121	27,000	20,000

**GENERAL FUND REVENUES**

Appendix C

<b>Function/Activity</b>	<b>FY 22 Actual</b>	<b>FY 23 Original</b>	<b>FY 24 Proposed</b>
<i>Charges For Services Cont.</i>			
Grass Cutting/Demolition	242,792	65,000	65,000
Cafeteria Catering Receipts	12,420	-	-
Charges For Data Processing	806,500	800,000	800,000
Community House SD#2 Coll	(10)	-	-
Withholding Fee	23,165	20,000	20,000
Spay/Neuter Fees	28,259	-	-
<b>Total Charges For Services</b>	<b>3,581,199</b>	<b>3,751,500</b>	<b>3,335,000</b>
<b>Miscellaneous Revenue:</b>			
Blood Test/Dna Fee	\$ 4,885	\$ 4,000	\$ 4,000
Chmf-Courthouse Maintenance Fa	112,714	155,000	110,000
Circuit Court - Copy Fees	30,934	20,000	30,000
Fire - Misc. Revenue	1,513	-	-
Pay-In-Lieu Of Tax Other	4,225	7,000	5,000
Court Order Restitution (Fire)	11,089	10,000	10,000
Recoveries & Rebate - General	(102,780)	-	-
Nsf Check Fee	2,988	-	-
Richmond Center Reimbursement	4,635,533	3,500,000	3,500,000
Recoveries & Rebates - Dpw	2,216	-	-
Recoveries & Rebate - Schools	9,846	-	-
Energy Connect Prog	20,093	-	-
<b>Total Misc. Revenue</b>	<b>4,717,387</b>	<b>3,696,000</b>	<b>3,659,000</b>
<b>Recovered Costs:</b>			
Proceeds from Sale of Land	\$ 549,700	\$ -	\$ -
Reimb Of Prisoner Cost-N.K.Co	1,242,397	-	1,200,000
Recovery Of Legal Fees -Cty Atty	120	-	-
Charge For Office Space	111,337	-	111,000
Custodial Service	44,803	111,000	40,000
Bounty Fees - Sheriff	45,000	16,000	-
Payment For Fiscal Services	2,309,493	-	2,300,000
Sale Of Vehicles-County	396,716	2,300,000	205,000
Payment For 100% Projects	30,384	-	30,000
Road Opening Damages	-	30,000	-
Interdepartmental Billing-Dpw	259	-	-
Lost/Damaged Textbook Pmts	477	-	-
Recr & Parks-Payments For Srvces	79,991	-	80,000
Recovered Cost-Student Activ.	98,390	80,000	100,000
Festival Permits	2,600	-	2,500
Recovery Of Wages-Sch.Facility	72,341	-	100,000
<b>Total Recovered Costs</b>	<b>4,984,008</b>	<b>4,372,000</b>	<b>4,168,500</b>
<b>Total From Local Sources</b>	<b>779,870,220</b>	<b>796,520,200</b>	<b>867,002,500</b>
<b>Non-Categorical Aid:</b>			
Rolling Stock	160,878	150,000	160,000
Mobile Home Sales & Use Tax	10,479	7,000	7,000
Recovery Of Central Cost Alloc	656,136	600,000	600,000
Motor Vehicle Rental Tax	4,906,401	3,300,000	3,300,000
Car Tax Revenue - State	37,001,783	-	-
Overweight Truck Citations	15,440	-	-
Misc. State Grants - Schools	(15,824)	-	-
Comm Sales Tax - HB#568	9,396,069	9,500,000	8,500,000
Game of Skills Tax Revenue	103,536	-	-
<b>Total Non-Categorical Aid</b>	<b>52,234,899</b>	<b>13,557,000</b>	<b>12,567,000</b>

**GENERAL FUND REVENUES**

Appendix C

<b>Function/Activity</b>	<b>FY 22 Actual</b>	<b>FY 23 Original</b>	<b>FY 24 Proposed</b>
<b>Shared Expenses:</b>			
Salaries - Sheriff	\$ 12,448,845	\$ 13,000,000	\$ 13,500,000
Fringe Benefits - Sheriff	760,005	700,000	750,000
Office Expenses - Sheriff'S Office	150,043		
Salaries - Clerk Of Circuit Court	1,455,394	1,450,000	1,475,000
Circuit Court Clerk Excess Fees - State	560,756	450,000	500,000
Salaries - Commonwealth'S Attorney	2,226,590	2,200,000	2,275,000
Fringe Benefits - Commonwealth'S Attorney	224,714	190,000	200,000
State Share of Office Expenses	2,518	-	-
Registrar Expenses	134,189	75,000	100,000
Salaries - Department Of Finance	775,345	800,000	825,000
Fringe Benefits - Department Of Finance	72,390	70,000	70,000
<b>Total Shared Expenses</b>	<b>18,810,788</b>	<b>18,935,000</b>	<b>19,695,000</b>
<b>Categorical Aid:</b>			
State Library Grant	230,251	210,000	230,000
Jail Cost Reimbursement	2,344,022	3,000,000	3,000,000
Share Of Probation Expenses	453	2,500	-
Juv Det-Per Diem From State	-	500	-
Block Grant- Detention Home	706,878	650,000	700,000
Law Enforcement - Police	9,483,984	9,500,000	10,500,000
Wireless E-911 Reimbursement	-	-	1,500,000
Four (Formerly Two) For Life Em. Med. Serv.	307,652	205,000	205,000
State Fire Programs Fund	1,242,317	1,100,000	-
Hit- State Allotment	30,000	30,000	30,000
Street & Highway Maint-Gas Tax	51,028,804	50,162,865	51,287,730
English As Second Language	3,102,767	3,800,000	4,700,000
Talented & Gifted Prog	1,452,238	1,500,000	1,500,000
Gen Appropriation - Basic Aid	133,511,443	148,400,000	149,000,000
Foster Child Reimbursement	322,752	650,000	650,000
Textbooks	3,001,385	3,670,000	3,700,000
Social Security Reimbursement	8,378,295	8,790,000	9,000,000
Retirement Reimbursement	19,549,356	20,500,000	21,000,000
Group Life Ins Reimbursement	586,481	610,000	645,000
Remedial Education	4,719,773	6,100,000	5,150,000
Lottery Funds - Education	11,349,905	11,200,000	11,275,000
Share Of State Sales Tax-Sch	74,883,041	70,200,000	76,300,000
Soq Basic Sp Ed	17,678,203	17,860,000	18,000,000
Sp Ed - Homebound	94,836	117,000	275,000
Voc Ed-Local Adm & Supv	882,548	900,000	1,000,000
Voc Ed-Soq Occupational	2,010,791	2,400,000	2,500,000
Handicapped Foster Home	471,737	200,000	250,000
At Risk-State	8,922,084	11,800,000	12,400,000
K-3 Class Size Reduc - Salary Adjustment	6,043,268	6,300,000	6,250,000
Clerk'S Technology Fund	192,137	-	
Composite Index Hold Harmless			6,400,000
Compensation Supplement	9,221,851	9,600,000	24,000,000
<b>Total Categorical Aid</b>	<b>371,749,252</b>	<b>389,457,865</b>	<b>421,447,730</b>
<b>Total From The Commonwealth</b>	<b>442,794,938</b>	<b>421,949,865</b>	<b>453,709,730</b>
<b>Revenue From The Federal Government:</b>			
Rotc	\$ 255,596	\$ 385,000	\$ 385,000
<b>Total From Federal Government</b>	<b>255,596</b>	<b>385,000</b>	<b>385,000</b>
<b>Total General Fund Revenue</b>	<b>1,222,920,754</b>	<b>1,218,855,065</b>	<b>1,321,097,230</b>



**GENERAL FUND REVENUES**

Appendix C

<b>Function/Activity</b>	<b>FY 22 Actual</b>	<b>FY 23 Original</b>	<b>FY 24 Proposed</b>
<b>Transfers:</b>			
To Debt Service - From Operating	\$ (78,346,649)	\$ (78,452,484)	\$ (77,631,422)
Total To Capital Projects Fund:	(63,183,241)	(70,348,000)	(72,798,000)
Total To Enterprise Fund:	(1,932,108)	(2,990,750)	(7,150,500)
To Technology Replacement	(3,000,000)	(3,000,000)	(3,500,000)
To Risk Management:	(14,593,570)	(9,524,109)	(9,619,234)
To CAM	(2,064,000)	(112,780)	(327,360)
Total To Special Revenue Fund:	(40,392,503)	(39,309,305)	(47,602,602)
Total To JRJDC Agency Fund:	(3,451,088)	(3,624,201)	(3,805,410)
To OPEB - GASB 45	(2,675,000)	(2,675,000)	(2,675,000)
Oper. Transfer - Long-Term Disability	(600,000)	(600,000)	(650,000)
Oper. Transfer To Line Of Duty	(1,250,000)	(1,250,000)	(1,250,000)
<b>Total Transfers</b>	<b>(211,488,159)</b>	<b>(211,886,629)</b>	<b>(227,009,528)</b>
<b>Total Resources Prior To Use Of Fund Balance</b>	<b>1,011,432,595</b>	<b>1,006,968,436</b>	<b>1,094,087,702</b>
Use Of Fund Balance - Capital Funding	-	7,650,000	13,650,000
Use Of Fund Balance - Sidewalks	-	2,500,000	2,500,000
Use Of Fund Balance - Cap Reserve	-	3,850,000	17,250,000
Use of Fund Balance - FY21 Vehicle Reserve	-	13,500,000	13,500,000
Use of Fund Balance - Bond Project Planning	-	15,000,000	-
(To) Fund Balance - Meals Tax	-	5,000,000	-
Use of Fund Balance - FY23 State Aid for Education	-	-	5,050,000
Use of Fund Balance - HPAP	-	-	2,000,000
Use of Fund Balance - Community Revitalization Reserve	-	2,000,000	2,000,000
Use of Fund Balance - HIP Reserve	-	750,000	750,000
Use of Fund Balance - Tourism Reserve	-	5,000,000	-
Use of Fund Balance - Recycling Cost Reserve	-	-	3,049,500
From Sinking Fund - Bond Ops	-	1,378,385	3,221,228
(To) Fund Balance - General Fund	(13,509,860)	-	-
<b>Net Fund Balance/Sinking Fund</b>	<b>(13,509,860)</b>	<b>56,628,385</b>	<b>62,970,728</b>
<b>Total General Fund Resources</b>	<b>\$ 997,922,735</b>	<b>1,063,596,821</b>	<b>1,157,058,430</b>

