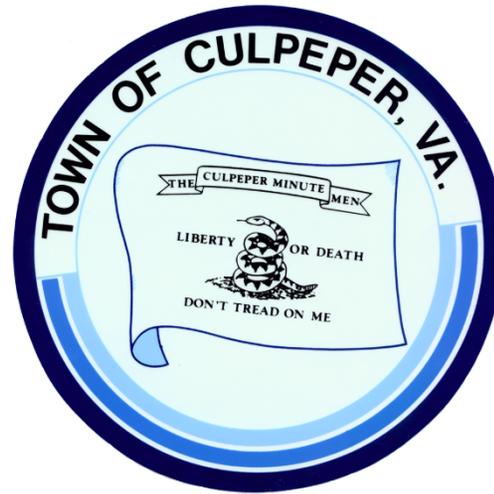

TOWN OF CULPEPER

DRAFT FY17 BUDGET

(March 17, 2016 Budget Work Session)

(July 1, 2016 - June 30, 2017)



Michael T. Olinger, Mayor

William M. Yowell, Vice Mayor

Jamie Clancey

Keith D. Price

Frank Reaves, Jr.

Pranas A. Rimeikis

Jon D. Russell

Robert M. Ryan

Meaghan Taylor

Christopher D. Hively, Town Manager

Jennifer K. Landreth, Interim Treasurer / Director of Finance

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Memo

To: Town Council
 From: Christopher D. Hively, Town Manager
 Date: March 17, 2016
 Re: Proposed FY17 Budget

In accordance with Virginia Code §15.2-2503 *Time for Preparation and Approval of Budgets* requiring the submission of a draft budget by April 1, it is my pleasure to present to Council the proposed FY17 Budget.

FY17 General Fund Summary

The FY17 General Fund budget, excluding transfers, represents a 1.9% or \$307,680 increase over the FY16 adopted budget. The operating budget, excluding transfers, totals \$16,190,132. Funding for Outside Agencies has been included in appropriate departmental budgets as was done in FY16. In developing the General Fund budget for FY17, there were several significant expenditure increases and decreases that were identified for possible inclusion in the FY17 Budget prior to departmental budget preparation. Following is a list

of those increases and decreases that were initially identified for possible inclusion in the FY17 General Fund Budget that were not included in the FY16 Budget:

➤ Addition of an ERP Analyst, mid-year FY16	\$ 84,807
➤ VRT Increase	5,075
➤ E-911 Increase	47,806
➤ Body Worn Cameras (Potential Increase)	110,035
➤ Debt Service Reduction	<u>(82,777)</u>
TOTAL	<u>\$ 164,946</u>

Recognizing the significant increase in initially identified budget costs for FY16 of \$164,946 (based on the initially identified increases/decreases listed above), Staff was directed to develop their recommended budget looking for opportunities to reduce cost. Staff was further directed to identify and evaluate their core services prior to developing departmental recommendations for FY17. As part of developing the departmental recommendations, Staff was asked to evaluate their existing service levels within their core services and identify recommended service level changes and associated cost increases or decreases. The departmental recommended budgets were then reviewed with the Town Manager and Treasurer/Finance Director with consensus being developed with the Department Heads on additional cuts and additions being made to prepare the Manager's recommended base budget. Approximately \$650,000 was cut from the Department requests. After completing this exercise, the Management Team reviewed the service level recommendations to determine the changes believed to be the most important to the Town for inclusion in Manager's proposed budget.

Based on this evaluation, the Management Team believes providing a 2% merit pay increase is the most important increase to

be added to the base budget. This recommendation is based on a comparison of the Town's pay increase history with that of other competing jurisdictions. The evaluation also looked at the predicted pay increase anticipated by other jurisdictions and the Commonwealth for FY17. The Management Team believes that providing a pay increase in the form of a merit increase will promote employee professional growth and allow employees to be rewarded based on merit.

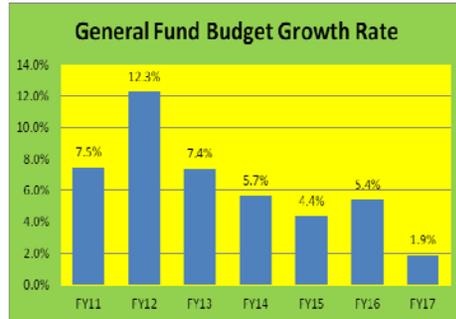
The second highest priority was determined to be the deployment of Body Worn Cameras for the Police Department. This deployment would also replace the aging in-car cameras and conducted electrical weapons (Tasers) in an integrated approach.

Following is a list of the two highest priorities identified with corresponding budget cost impact:

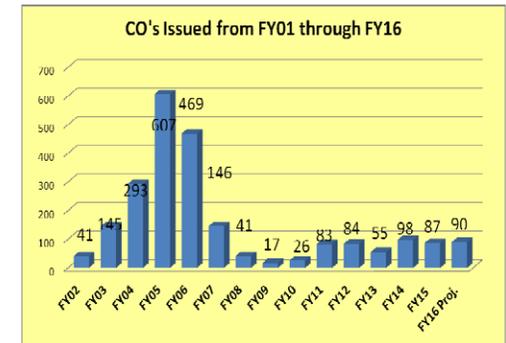
➤ Proposed Merit Pay Increase (2%)	\$ 129,221
➤ Body Worn Cameras (Manager's Option 2 <u>only</u>)	<u>110,035</u>
TOTAL	<u>\$ 239,256</u>

In prior years, budget growth rates were balanced by corresponding revenue growth with the exception of FY14 which included a 1% increase in the meals tax.

The proposed budget enables the Town to continue to provide quality municipal services in an environment with continued population growth and increasing demand for services without a tax increase for Manager's Option 1. If Manager's Option 2 is approved, a tax increase is recommended.

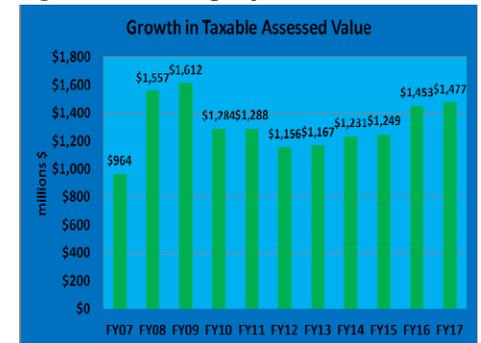


The most direct measure of new Town residents is the Certificate of Occupancy permits (CO) issued by the Planning Department before a new residential unit can be occupied. The standard measure of persons per dwelling unit is 2.49. There were 87 CO's issued in FY15 and an additional 90 are projected by June 30, 2016. While there has been a distinct downturn in new subdivision construction since the peak in FY05, the completion of houses in approved subdivisions continues and has gradually increased since the low of FY09. Population growth translates directly into additional demand for local government services, and the proposed budget meets this demand.



FY17 General Fund Operating Revenues

In FY17 General Fund Operating Revenue is projected to increase by \$472,665. Some of the larger changes in projections are: Meals Tax (increase \$100,000), Hotel & Meals Room Tax (increase \$60,000), Streets & Highway Maintenance (increase \$150,000), and Utility Service Cost Allocation (increase \$82,755).



The next reassessment will occur in FY18.

FY17 General Fund Operating Expenditures

The proposed budget includes a 2% average merit increase which will be distributed to all Town employees at a rate of 0% to 4%; this has a \$129,221 impact on the General Fund. If the budget is approved with the 2% average merit increase, the General Fund includes a total of \$129,221 that will be divided among the departments' Salaries and Wages line items. There are no other salary adjustments proposed for this budget other than anticipated Ladder Increase adjustments and bilingual pay for qualifying police officers.

The FY17 Budget includes an estimated 13.1% or \$103,680 increase in health insurance. The VRS Employee Contribution increase will end in FY17, being the last year of this required increase. For FY17, this increase was off-set by an overall reduction in the VRS rate (11.85% to 10.61%), which results in a net decrease of \$35,666 for the general fund.

The proposed budget does not include any new positions but does include the reinstatement of funding for the Revenue/Process Compliance Analyst position which was removed from the FY16 Budget to fund a new ERP Analyst position required to deploy the new financial software system. Staff recommends modifying the job description and changing the title of this position to Management Analyst to better align with business needs and industry norms.

In an effort to reduce operating expenditures, a significant number of departmental FY17 proposed budgets are at or below FY16 levels and the majority of others have fairly modest increases to address needs within the department. There are a few notable increases or decreases, as follows:

Audit Services includes a reduction of \$33,000 for audit services associated with infrastructure accounting.

The Finance Department includes an additional \$17,024 to cover the cost of the ERP Analyst position offset by a reduction in bank fees and turnover.

Informational Technologies includes an additional \$27,406 in telecommunication for a fiber connection between PD, E911, and Town Hall offset by other budget reductions.

The E-911 Budget includes an additional \$47,806 for the Town's share of the E-911 Center operations.

The Streets Department includes an additional \$100,000 for additional paving, which is anticipated to be offset by additional streets and highway maintenance revenue.

The Buildings & Grounds Department includes an additional \$40,000 for Police Department security LED lighting and ADA accessibility. This department also includes an additional \$35,000 for utilities and maintenance for the new Economic Development Office.

The Traffic Engineering Department included an additional \$20,000 for Signal & Sign replacement.

The Visitor Center Budget includes an additional \$8,055 for an additional part time employee to address the requirements associated with increased visitation.

The FY17 Budget includes four replacement vehicles or rolling stock: two police interceptor sedan replacements for \$70,000, one crew cab truck replacement for \$45,000 and one MowTrim Tractor replacement for \$145,000.

A total of \$38,777 in Outside Agency Funding has been included in the FY17 budget. Outside Agency Funding requests of \$114,777 were received and evaluated by Staff.

The FY17 budget does not include any new debt service costs for the proposed capital expenditures with all capital expenditures anticipated to be cash funded from FY17 anticipated revenue and grants.

FY17 General Capital Fund

The proposed FY17 General Fund Capital budget totals \$1,409,770.

The capital projects are as follows:

Software Upgrade – Microsoft Office	\$ 25,200
Two Police Interceptor Sedan Replacements	70,000
MowTrim Tractor Replacement (3/4 cost)	108,750
Route 522 Highway Safety Improvement Grant Project	<u>1,205,270</u>
TOTAL	<u>\$ 1,409,220</u>

Funding for these projects is anticipated as follows:

Unassigned Reserves	\$ 203,950
Grant Funding	<u>1,205,270</u>
TOTAL	<u>\$ 1,409,220</u>

The budgeted FY17 Revenue is anticipated to exceed the budgeted FY17 Expenses by \$218,557 in Manager’s Option 1, resulting in a net increase in projected Unassigned Reserves of \$14,807 during FY17 when considering the Operations and Capital budgets together. If Manager’s Option 2 is selected, a minimum of a \$0.01 tax increase would be required to avoid a reduction in Unassigned Reserves during FY17. If Manager’s Option 2 is approved, a tax increase of \$0.01 or \$0.02 is projected to increase Unassigned Reserves by \$48,000 or \$191,000 respectively during FY17. A tax increase of \$0.01 results in a projected tax increase of approximately \$143,000.

It is important to note that Culpeper County, as part of a regional procurement effort, plans to replace the public safety radio system

beginning in FY17. Although the scope of impact to the Town has not been finalized it is anticipated that the Town may be required to replace all Public Safety radios as part of the FY18 Budget at an anticipated cost of \$300,000 – \$500,000, depending on the vendor selected. The magnitude of this cost will have a significant impact on the FY18 Budget.

A complete description of the General Fund Capital projects can be found in the Capital Improvements Plan (CIP).

ENTERPRISE FUNDS

FY16 Water Fund

The FY17 Water Fund Budget represents an 8.8% or a \$332,644 increase over FY16. The operating budget totals \$ 4,120,963.

FY17 Operating Revenues

Water sales revenue is projected to increase by \$100,000 over FY16 projected revenue due to customer base growth. A 2% rate increase is proposed in FY17. A total of \$552,463 is proposed to transfer from Reserves to Operations in FY17. This transfer is required to pay a portion of debt service from tap sales.

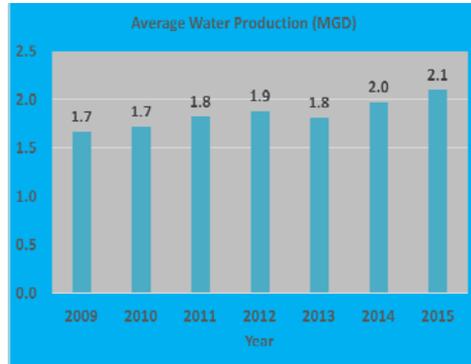
FY17 Operating Expenses

As with the General Fund, the FY17 Water Fund budget proposes to include a 2% merit increase.

Other than personnel, most of the operating expenses in the proposed budget are level funded with a few notable exceptions. As in the Wastewater and Light & Power Funds, the Water Fund portion of the Billing & Administrative Support line item is proposed to increase by \$28,969 in FY17. Debt service will also increase by \$252,431 in FY17 over what was budgeted in FY16.

FY17 Water Capital Fund

The Water Capital Fund is projected to begin the fiscal year with an \$18.0 million balance. An additional \$1,010,000 in taps fees is projected to be collected next year, and along with investment earnings of \$30,000, USDA-NRCS grant proceeds of \$11,000,000, and State grant proceeds of \$3,292,490, the FY17 Capital Fund revenue is projected to total \$15,332,396.



The water system capital improvements include an additionally \$15,000,000 for design and construction of required improvements to Mt. Run and Lake Pelham Dams. Additionally included is \$200,000 for drainage and site improvements at the former Spring Street Water Plant, \$170,000 for Lake Pelham Recreational improvements and \$810,000 for an entrance and walking trail at the Former Waugh Tract Park and Treatment Facility. The water system vehicle replacement program includes funding for ¼ the cost of a MowTrim Tractor Replacement for \$36,250, a UTV Bobcat for \$65,000 and a replacement pickup for \$35,000.

FY17 Wastewater Fund

The FY17 Wastewater Fund budget represents a 3.0% or a \$156,148 increase over FY16. The operating budget totals \$5,431,416. A total of \$775,416 is proposed to transfer from Reserves to Operations in FY17. This transfer is required to pay a portion of debt service from tap sales.

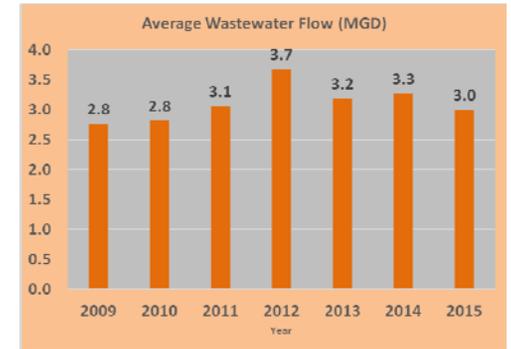
FY17 Operating Revenues

Wastewater sales revenue is projected to increase by \$200,000 over the FY16 projected revenue. This includes a 2% rate increase and customer base growth.

FY17 Operating Expenses

As with the General Fund, the FY17 Wastewater Fund budget proposes to include a 2% merit increase.

Other than personnel, most of the operating expenses in the proposed budget are level funded with a few notable exceptions. As in the Water and Light & Power Funds, the Water Fund portion of the Billing & Administrative Support line item is proposed to increase by \$22,204 in FY17. In addition, R-M Infrastructure is anticipated to increase by \$205,000 due to a scheduled cleanout and rehabilitation of the digester.



FY17 Wastewater Capital Fund

The Wastewater Capital Fund is projected to begin the fiscal year with a \$4.8 million balance. An additional \$1,545,000 in taps fees is projected to be collected next year.

The wastewater system capital improvements include \$100,000 for Inflow & Infiltration Rehabilitation and \$75,000 for a trailer mounted sewer jet.

FY17 Light & Power Fund

The FY17 Light & Power Fund operating budget, excluding transfers to reserves, decreased by 1.7% or a \$202,843 decrease over FY16. The operating budget totals \$11,615,215.

FY17 Operating Revenues

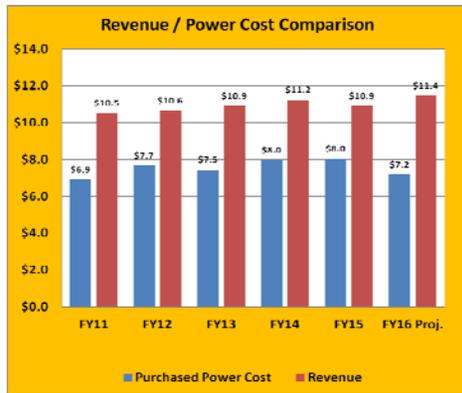
The FY17 budget projects a 1% increase in customer base growth and includes a 2% rate increase. This will increase sales revenue by \$230,000 over projected actual sales for FY16.

FY16 Operating Expenses

As with the General Fund, the FY16 Light & Power Fund budget proposes to include a 2% merit increase.

Purchased power costs are projected to decrease by \$216,652 and Billing & Administrative Support is projected to increase by \$31,582.

The Distribution budget continues to fund existing capital leases for one bucket trucks.



FY17 Light & Power Capital Fund

Capital improvements to the electric generation and distribution systems are appropriated in the Capital Fund. The Department continues to expand its services into new residential developments and has seen a slow but steady increase over the past couple of years. The materials,

equipment and installation costs to serve the new customers total \$100,000 in the FY17 Budget.

The proposed budget includes the purchase of a Mini Backhoe to replace an existing backhoe for \$60,000.

Conclusion

The draft budget presented herein is the result of many hours of effort from a dedicated staff. I would like to thank each of the Department Heads for their selfless approach to recommending reductions to their budget request for FY17 to minimize the impact of other budget needs. I would especially like to thank Jennifer Landreth and Lisa Wortman for their assistance in the budget preparation.

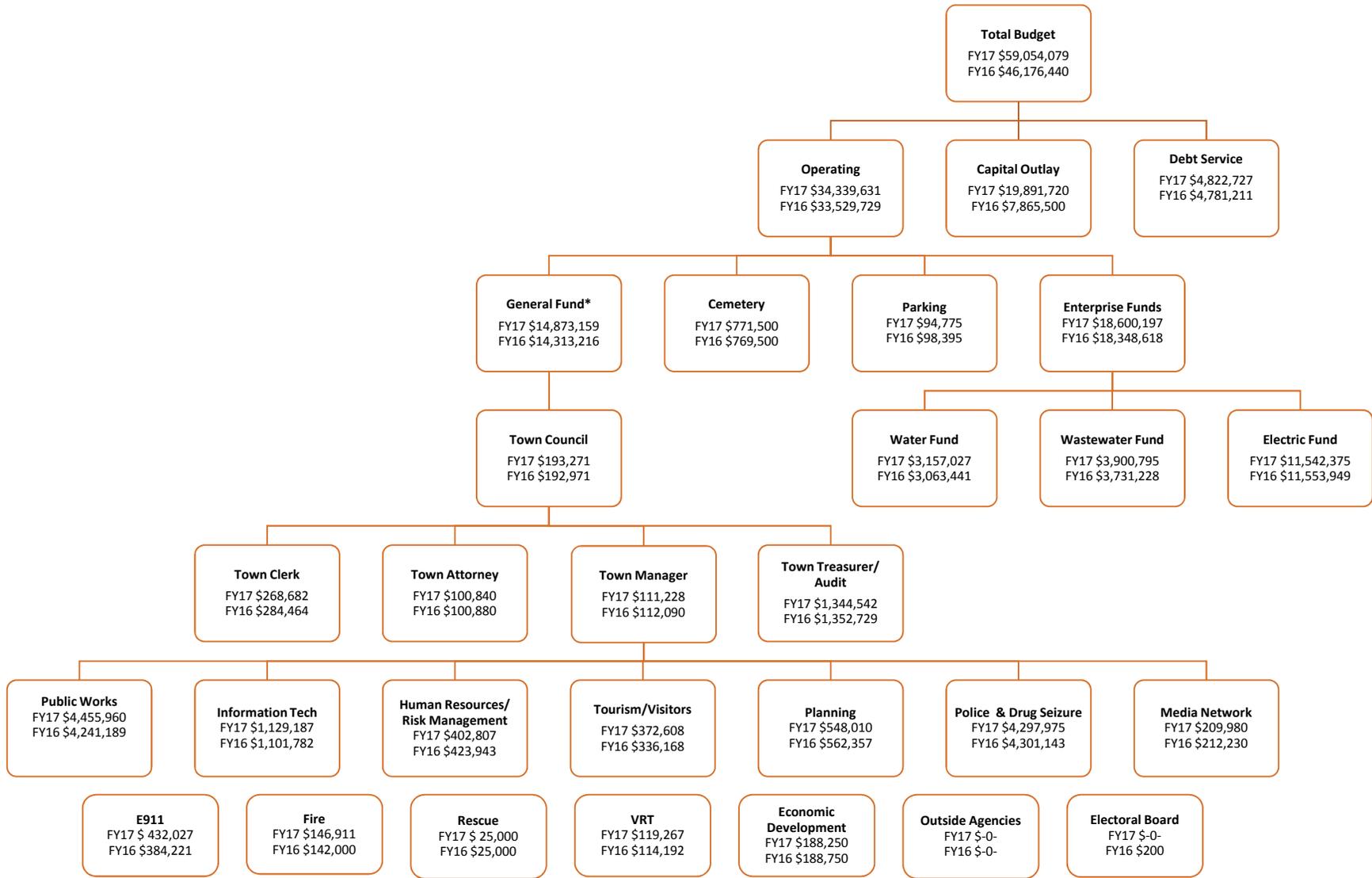
I respectfully present the FY17 proposed budget for Council consideration.

Respectfully submitted:

Christopher D. Hively, Town Manager

Note: Although numbers listed above are intended to be accurate, they should be used for reference purposes only. Refer to proposed Budget for official amounts.

**Budget Organization Chart
Total FY17 Budget**



*Reflects 2% merit increase (Note: Merit increase not reflected in individual GF Dept totals on chart)

TOWN OF CULPEPER
General Fund - Operating Fund Expenditure Summary by Category
FY17 BUDGET

Description	FY11 Actuals	FY12Actuals	FY13 Actuals	FY14Actuals	FY15Actuals	FY16Adopted	FY17 Mgr Opt 1	FY17 Increase	Notes
Salaries & Wages	7,398,338	7,307,889	8,226,190	8,625,659	8,939,820	9,760,144	9,813,514	53,370	1
Services	1,191,725	2,375,754	1,983,917	2,010,869	1,615,732	1,936,067	2,108,200	172,133	2
Other Charges	794,686	829,456	959,046	1,086,576	1,065,952	1,142,941	1,209,081	66,140	3
Miscellaneous	212,290	157,759	179,487	260,415	180,319	178,495	163,237	(15,258)	
Materials & Supplies	716,138	834,363	860,894	924,780	921,392	928,363	1,049,134	120,771	4
Capital Outlays	687,114	206,167	259,671	163,345	143,400	140,300	133,100	(7,200)	
Debt Service	985,374	1,135,629	1,284,198	1,506,744	1,616,285	1,796,142	1,713,866	(82,276)	5
Transfers	-	5,182,124	-	-	-	317,962	396,892	78,930	6
Contingency	11,388	-	-	-	-	-	-	-	
Total	11,997,053	18,029,140	13,753,402	14,578,390	14,482,900	16,200,414	16,587,024	386,610	

Notes:

	Sub-Total	Totals
1. Salary & Wages		\$ 93,555
<i>Proposed Merit Pay Increase</i>	\$ 129,221	
<i>Health Insurance</i>	103,680	
<i>Reduction in VRS</i>	(139,346)	
2. Services		181,000
<i>Increase in Streets-Paving</i>	100,000	
<i>Increase in Traffic Sign Replacements</i>	20,000	
<i>Additional safety lighting and ADA doors at Police Department</i>	40,000	
<i>Additional maintenance and services for new Economic Development Building</i>	21,000	
3. Other Charges		61,400
<i>Additional utilities for new Economic Development Building</i>	12,200	
<i>Fiber connection service between E911, Police Department and Town Hall</i>	49,200	
4. Materials & Supplies		123,306
<i>E911 Increase</i>	47,806	
<i>Trash carts and automatic trash truck maintenance</i>	43,000	
<i>IT R&M Equipment moved to Materials & Supplies</i>	7,500	
<i>Increase in Police Department ammunition and other range costs</i>	10,000	
<i>Increase on Streets operating supplies</i>	7,000	
<i>Visitor Center Materials & Supplies</i>	4,000	
<i>Increase in Tourism FAM promotional items</i>	4,000	
5. Debt Service Decrease		(82,276)
6. Transfers - for special tax districts, sanitation equipment replacement, parking authority, cash funding of capital equipment and reserves		78,930
TOTAL		\$ 455,915

TOWN OF CULPEPER
General Fund - Operating Fund Summary
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	FY17	FY17
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	% INCR.	\$ INCR.
507,351	445,318	350,581	7103	Parks and Recreation		379,711	397,055	390,048	390,048	390,048	2.7%	10,337
200,231	206,379	119,385	7108	Cemetery		146,519	145,719	135,637	135,637	135,637	-7.4%	(10,882)
535,063	536,501	528,353	8101	Planning		562,357	543,917	548,010	548,010	548,010	-2.6%	(14,347)
81,528	80,913	43,162	8103	Visitor's Center		55,628	55,629	51,019	51,019	51,019	-8.3%	(4,609)
255,148	320,140	269,371	8104	Tourism		290,540	315,540	510,025	321,589	321,589	10.7%	31,049
136,250	106,250	195,523	8105	Economic Development		188,750	188,750	198,750	188,750	188,750	0.0%	-
40,120	115,645	103,145	8106	Other Agencies		-	-	-	-	-		
1,284,198	1,506,744	1,616,284	9900	Debt Service		1,796,142	1,746,142	1,713,866	1,713,866	1,713,866	-4.6%	(82,276)
-	16,020	-	9950	Transfer to Capital		231,907	276,112	(107,246)	396,892	286,858	71.1%	164,985
				Merit Pay Increase				129,221	129,221	129,221		129,221
13,718,193	14,447,672	14,590,353		Total Expenditures / other uses		16,114,359	16,281,314	16,587,024	16,587,024	16,587,024	2.9%	472,665

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
PERMITS, FEES, LICENSES												
425	-	-	4200	Land Use Application Fee		425	-	425	425	425	0.0%	-
35,600	36,249	35,400	4201	Application Fee		36,000	36,000	36,000	36,000	36,000	0.0%	-
15,053	14,301	5,911	4202	Administration Fees		15,000	15,000	15,000	15,000	15,000	0.0%	-
9,635	4,245	12,265	4208	Boating Permits		10,000	8,000	10,000	10,000	10,000	0.0%	-
56,900	62,000	40,200	4213	Burial Permits		42,000	42,000	42,000	42,000	42,000	0.0%	-
4,000	3,300	3,250	4216	Cemetery Stone Permits		3,200	3,200	3,200	3,200	3,200	0.0%	-
21,800	20,715	10,656	4220	Collection Fees		12,500	12,500	12,500	12,500	12,500	0.0%	-
19,335	8,145	20,905	4230	Fishing Permits		20,000	12,000	20,000	20,000	20,000	0.0%	-
8,225	7,825	7,750	4271	Pavilion Reservation Fees		8,000	8,000	15,000	15,000	15,000	87.5%	7,000
2,283	2,816	2,677	4280	Sign Permits		3,000	3,000	3,000	3,000	3,000	0.0%	-
189,022	51,884	63,301	4288	Telecommunications Agreement		55,000	55,000	55,000	55,000	55,000	0.0%	-
38,959	86,437	79,972	4289	Right-of-Way Use Fee		75,000	62,000	80,000	80,000	80,000	6.7%	5,000
2,000	350	6,050	4290	Excavation Permits		1,700	1,700	2,000	2,000	2,000	17.6%	300
31,653	41,565	35,243	4297	Zoning Fees		40,000	40,000	40,000	40,000	40,000	0.0%	-
434,891	339,831	323,580		<i>Sub-total-Permits, Fees, Licenses</i>		321,825	298,400	334,125	334,125	334,125	3.8%	12,300
FINES AND FORFEITURES												
-	1,178	137	4300	FOIA Request Fees		500	500	250	250	250	-50.0%	(250)
106,434	74,861	105,302	4310	Court Fines		75,000	75,000	105,000	105,000	105,000	40.0%	30,000
10,245	9,662	6,099	4320	Drug Enforcement Program		10,000	10,000	10,000	10,000	10,000	0.0%	-
112	5,131	-	4321	Drug Enforcement Program - Federal		-	7,700	-	-	-		
12,863	13,552	10,686	4340	Parking fines		15,000	13,000	12,000	12,000	12,000	-20.0%	(3,000)
129,654	104,384	122,224		<i>Sub-total-Fines</i>		100,500	106,200	127,250	127,250	127,250	26.6%	26,750
REVENUE FROM USE OF MONEY												
24,025	19,966	18,224	4360	Interest on Investments		20,000	20,000	20,000	20,000	20,000	0.0%	-
31,321	35,945	40,357	4366	Convenience Fee		30,000	30,000	30,000	30,000	30,000	0.0%	-
8,175	1,700	-	4370	Rental Income - Depot Conference Center		-	-	-	-	-		
128,983	136,293	125,179	4380	Rental Income - Property		150,000	150,000	150,000	150,000	150,000	0.0%	-
192,504	193,904	183,759		<i>Sub-total-Use of Money</i>		200,000	200,000	200,000	200,000	200,000	0.0%	-
CHARGES FOR SERVICES												
17,100	16,200	17,700	4410	School Crosswalk Traffic Control		16,000	16,000	18,000	18,000	18,000	12.5%	2,000
225	20	-	4465	Sale of Maps, Plats, Publications, etc.		20	20	20	20	20	0.0%	-
225	1,154	315	4467	Cable - Tape Sales		500	500	500	500	500	0.0%	-
-	-	-	4468	Cable - PEG fees		-	2,000	2,000	2,000	2,000		
76,926	79,376	140,232	4480	Sanitation Equip Replacement Fee		120,000	120,000	140,000	140,000	140,000	16.7%	20,000
35,644	36,046	33,290	4485	Trash Disposal Fees		37,000	37,000	37,000	37,000	37,000	0.0%	-
130,120	132,796	191,537		<i>Sub-total-Charge for Services</i>		173,520	175,520	197,520	197,520	197,520	13.8%	24,000
MISCELLANEOUS												
(0)	-	-	4502	Cemetery Lot Sales		-	-	-	-	-		

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-	4505	Donations - Parks & Recreation		-	100	-	-	-		
-	14,606	-	4506	Donations - Dog Park		-	-	-	-	-		
-	300	-	4507	Donations		-	-	-	-	-		
500	-	-	4508	Wine St Memorial Park Donations		-	-	-	-	-		
13,775	3,016	17,610	4525	Insurance Claims/Recovery		4,000	4,000	10,000	10,000	10,000	150.0%	6,000
2,294	-	-	4540	Reimbursements, Rebates & Recoveries		-	-	-	-	-		
50,881	25,223	133,772	4550	Miscellaneous		25,000	15,000	25,000	25,000	25,000	0.0%	-
713	20,028	771	4551	Misc. - Conversion Carryover		545	100	500	500	500	-8.3%	(45)
700	5,805	5,060	4552	Cable - Sponsorships		2,500	2,500	5,000	5,000	5,000	100.0%	2,500
21,818	38,503	36,547	4560	Parking Authority Maintenance		42,000	42,000	42,000	42,000	42,000	0.0%	-
23	112	232	4565	PW - Used Motor Oil Proceeds		344	344	200	200	200	-41.9%	(144)
2,422	2,815	1,143	4580	Sale of Salvage & Surplus Materials		3,000	3,000	2,500	2,500	2,500	-16.7%	(500)
705	31,231	1,290	4585	Sale of Surplus Equipment		5,000	13,000	5,000	5,000	5,000	0.0%	-
-	-	-	4586	Sale of Capital Assets		-	299,932	-	-	-		
(6)	(632)	-	4590	Short & Overages		-	-	-	-	-		
3,120	2,280	3,240	4595	Sale of Trash Containers		2,800	2,800	3,000	3,000	3,000	7.1%	200
40	-	-	4597	Vending / Payphone Revenue		-	-	-	-	-		
96,985	143,286	199,665		<i>Sub-total-Miscellaneous</i>		85,189	382,776	93,200	93,200	93,200	9.4%	8,011
				RECOVERED COSTS								
49,068	49,068	49,068	4610	Motor Pool - Electric		49,068	49,068	49,068	49,068	49,068	0.0%	-
9,932	9,932	10,000	4614	Motor Pool - Water		10,000	10,000	10,000	10,000	10,000	0.0%	-
37,080	37,500	37,500	4618	Motor Pool - Wastewater		37,500	37,500	37,500	37,500	37,500	0.0%	-
6,066	6,124	6,430	4620	Mowing, mulching, trimming - Electric		6,430	6,430	6,430	6,430	6,430	0.0%	-
6,066	5,799	6,089	4624	Mowing, mulching, trimming - Water		6,089	6,089	6,089	6,089	6,089	0.0%	-
14,263	14,378	15,097	4628	Mowing, mulching, trimming - Wastewater		15,097	15,097	15,097	15,097	15,097	0.0%	-
103,340	107,503	106,764	4666	Cable - Contributions - County		105,352	106,616	104,990	104,990	104,990	-0.3%	(362)
7,000	-	-	4669	Cable - Contributions - Other		-	-	-	-	-		
530,000	530,000	713,000	4680	Utility Services - Electric		771,471	771,471	803,053	803,053	803,053	4.1%	31,582
530,000	530,000	641,000	4684	Utility Services - Water		701,301	701,301	730,270	730,270	730,270	4.1%	28,969
530,000	530,000	513,000	4688	Utility Services - Wastewater		574,538	574,538	596,742	596,742	596,742	3.9%	22,204
41,337	41,968	-	4693	Salary & benefit Payment from Water Fund		-	-	-	-	-		
34,816	41,968	-	4695	Salary & benefit Payment from Wastewater Fund		-	-	-	-	-		
1,898,968	1,904,240	2,097,948		<i>Sub-total-Recovered Costs</i>		2,276,846	2,278,110	2,359,239	2,359,239	2,359,239	3.6%	82,393
				NON-CATEGORICAL AID								
7,369	7,781	7,395	4737	Railroad Rolling Stock Tax		8,000	8,000	7,500	7,500	7,500	-6.3%	(500)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 1101 TOWN COUNCIL								
			PERSONNEL - WAGES & BENEFITS								
102,132	102,119	103,187	5030	Salaries - Part-Time	102,000	102,000	102,000	102,000	102,000	0.0%	-
5,660	5,431	5,595	5110	Social Security Tax	6,324	6,324	6,324	6,324	6,324	0.0%	-
1,324	1,270	1,309	5120	Medicare Tax	1,479	1,479	1,479	1,479	1,479	0.0%	-
19,460	20,384	31,310	5130	Health Insurance	39,017	39,017	39,017	39,017	39,017	0.0%	-
-	-	-	5160	Workers comp	151	151	151	151	151	0.0%	-
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL								
-	-	-	5215	Contractual Services	-	-	-	-	-		
-	-	-	5218	Legal Services	-	-	-	-	-		
913	1,624	591	5300	Printing and Binding	2,500	2,000	2,000	2,000	2,000	-20.0%	(500)
				Nameplates/bus cards/photo	-	-	-	-	-		
888	483	1,903	5310	Advertising	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	-	-		PH Advertisements/charter amend, etc	-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-	OTHER CHARGES								
180	122	329	5710	Postal Services	300	300	300	300	300	0.0%	-
2,180	2,055	3,896	5920	Education, conference and training	4,500	4,000	4,500	4,500	4,500	0.0%	-
				VML conference/activities	-	-	-	-	-		
1,345	1,425	2,583	6010	Lodging	2,800	2,800	2,800	2,800	2,800	0.0%	-
				VML conference	-	-	-	-	-		
1,935	1,378	1,850	6015	Meals	2,000	1,500	1,500	1,500	1,500	-25.0%	(500)
843	284	1,092	6018	Travel	1,500	1,000	1,000	1,000	1,000	-33.3%	(500)
				Misc parking/mileage	-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-	MISCELLANEOUS ITEMS								
21,134	20,956	22,317	6210	Dues & Assoc. Memberships	22,400	24,408	25,000	25,000	25,000	11.6%	2,600
389	1,835	147	6299	Miscellaneous	2,000	1,500	1,500	1,500	1,500	-25.0%	(500)
-	-	-		Cards, flowers, promos, etc.	-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-	MATERIALS AND SUPPLIES								
1,502	1,230	394	6510	Office Supplies	1,500	1,200	1,200	1,200	1,200	-20.0%	(300)
-	-	-		Minute book paper, plaques, tapes, misc.	-	-	-	-	-		
-	4,767	84	6515	Records Management	2,000	3,900	2,000	2,000	2,000	0.0%	-
				Archival services/equipment	-	-	-	-	-		
964	1,325	996	6580	Books, Subscriptions & Education	1,500	2,400	1,500	1,500	1,500	0.0%	-
-	-	-		VA Code supplements, misc. publications	-	-	-	-	-		
150	-	-	6585	ABC Volunteer recognition	-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-	CAPITAL OUTLAYS								
664	-	-	7200	Machinery & Equipment	-	-	-	-	-		
-	-	-			-	-	-	-	-		
161,662	166,687	177,584	TOWN COUNCIL TOTAL		192,971	194,979	193,271	193,271	193,271	0.2%	300

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-				-	-	-	-	-		
212,211	197,842	180,098			TOWN MANAGER TOTAL	112,090	112,090	111,228	111,228	111,228	-0.8%	(862)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
				Dept 1202 TOWN CLERK							
				PERSONNEL - WAGES & BENEFITS							
139,537	148,571	169,717	5010	Salaries	189,525	196,875	176,278	176,278	176,278	-7.0%	(13,247)
			5020	Salaries - Overtime	-	159	-	-	-		
13,048	308	-	5030	Salaries - Part-time	-	-	-	-	-		
-	-	-	5040	Salaries - Contingency - Merit	-	-	-	-	-		
9,093	8,875	10,120	5110	Social Security Tax	11,751	11,254	10,929	10,929	10,929	-7.0%	(822)
2,127	2,076	2,367	5120	Medicare Tax	2,748	2,632	2,556	2,556	2,556	-7.0%	(192)
16,385	14,196	15,370	5130	Health Insurance	21,051	21,051	19,008	19,008	19,008	-9.7%	(2,043)
23,368	23,803	22,747	5140	VRS Retirement	24,052	20,387	22,337	22,337	22,337	-7.1%	(1,715)
1,505	1,792	1,912	5145	VRS Group Life Insurance	2,255	2,117	2,098	2,098	2,098	-7.0%	(157)
128	144	119	5160	Worker's Comp. Insurance	182	197	176	176	176	-3.3%	(6)
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
				SERVICES - PURCHASED, SHARED, INTERNAL							
700	1,801	960	5215	Contract Services - Certified Document Destruction	1,500	2,000	2,000	2,000	2,000	33.3%	500
-	-	-	5219	Temporary Help Services	-	-	-	-	-		
-	285	-	5250	Maintenance Service Contract	-	-	-	-	-		
4,053	3,519	680	5300	Printing and Binding	4,500	9,300	4,500	4,500	4,500	0.0%	-
-	-	-	5310	Advertising	700	700	700	700	700	0.0%	-
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
				OTHER CHARGES							
1,023	1,215	2,098	5710	Postal Services	2,500	2,000	2,000	2,000	2,000	-20.0%	(500)
-	-	-	5720	Telecommunications	-	-	-	-	-		
-	143	665	5725	Postage Meter	500	500	500	500	500	0.0%	-
585	280	308	5920	Education & Training	1,500	3,500	2,000	2,000	2,000	33.3%	500
450	207	137	6010	Lodging	1,000	2,000	1,500	1,500	1,500	50.0%	500
159	-	187	6015	Meals	400	900	500	500	500	25.0%	100
288	186	242	6018	Travel	300	700	500	500	500	66.7%	200
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
				MISCELLANEOUS							
480	405	470	6210	Dues & Assoc. Memberships	500	736	1,000	1,000	1,000	100.0%	500
-	-	-	6299	Miscellaneous	-	-	-	-	-		
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
				MATERIALS AND SUPPLIES							
981	785	596	6510	Office Supplies	1,200	1,200	1,200	1,200	1,200	0.0%	-
-	5,000	60	6515	Records Management	5,000	9,900	5,000	5,000	5,000	0.0%	-
117	84	61	6550	Vehicle Fuels	150	100	150	150	150	0.0%	-
99	158	114	6560	Vehicle & Equipment Supplies	150	150	150	150	150	0.0%	-
31	31	336	6580	Books, Subscriptions & Education	500	1,100	1,100	1,100	1,100	120.0%	600
7,420	10,584	11,318	6595	Cigarette Tax Expenses	12,500	12,500	12,500	12,500	12,500	0.0%	-
-	-	-			-	-	-	-	-		
-	-	-			-	-	-	-	-		
				CAPITAL OUTLAYS							
-	-	-	7200	Machinery & Equipment	-	-	-	-	-		
-	-	-	7300	Furniture & Fixtures	-	-	-	-	-		
-	-	-	7600	Computer Equipment	-	-	-	-	-		
(250)	-	-	7650	Computer Software	-	-	-	-	-		

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-				-	-	-	-	-		
221,327	224,447	240,581			TOWN CLERK TOTAL	284,464	301,958	268,682	268,682	268,682	-5.5%	(15,782)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 1213 TOWN TREASURER								
			PERSONNEL - WAGES & BENEFITS								
464,734	486,803	527,282	5010	Salaries	820,255	787,255	847,488	847,488	847,488	3.3%	27,233
				<i>Includes new ERP position</i>	-	-	-	-	-		
26,810	31,858	20,212	5020	Salaries - Overtime	20,000	20,000	20,000	20,000	20,000	0.0%	-
22,737	1,866	-	5030	Salaries - Part-Time	-	-	-	-	-		
31,084	31,314	33,159	5110	Social Security Tax	50,855	48,710	52,544	52,544	52,544	3.3%	1,689
7,270	7,323	7,755	5120	Medicare Tax	11,894	8,923	12,289	12,289	12,289	3.3%	395
65,146	55,527	55,779	5130	Health Insurance	105,255	80,349	119,216	119,216	119,216	13.3%	13,961
76,397	74,240	72,678	5140	VRS Retirement	97,211	97,211	89,918	89,918	89,918	-7.5%	(7,293)
4,889	5,995	6,419	5145	VRS Group Life Insurance	9,399	9,399	11,102	11,102	11,102	18.1%	1,703
372	402	422	5160	Worker's Comp. Insurance	835	835	885	885	885	6.0%	50
-	-	-			-	-	-	-	-		
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL								
-	-	-	5210	Health & Medical Services	-	-	-	-	-		
19,100	18,900	7,080	5213	Collection fees, Warrants, Etc.	20,000	7,500	20,000	20,000	20,000	0.0%	-
63,718	-	3,981	5215	Contractual Services	-	-	-	-	-		
120	-	-	5240	R&M - Equipment	-	-	-	-	-		
-	-	-	5249	R&M - Misc. / Other	-	-	-	-	-		
1,792	894	-	5250	Maintenance Service Contract	-	-	-	-	-		
12,936	6,275	5,100	5300	Printing and Binding	7,000	7,000	7,000	7,000	7,000	0.0%	-
1,866	379	939	5310	Advertising	2,200	2,200	2,000	2,000	2,000	-9.1%	(200)
-	-	-			-	-	-	-	-		
-	-	-	OTHER CHARGES								
7,890	10,176	14,608	5710	Postal Services	20,000	20,000	20,000	15,000	15,000	-25.0%	(5,000)
-	-	-	5720	Telecommunications	-	-	-	-	-		
501	285	1,330	5725	Lease - Postage Metering System	1,140	760	1,140	5,000	5,000	338.6%	3,860
1,228	260	3,883	5920	Education and Training	9,785	9,426	10,000	5,000	5,000	-48.9%	(4,785)
394	168	1,534	6010	Lodging	2,550	2,550	3,000	2,000	2,000	-21.6%	(550)
315	558	378	6015	Meals	550	2,000	2,000	1,500	1,500	172.7%	950
607	622	1,771	6018	Travel	2,000	2,500	2,500	2,000	2,000	0.0%	-
-	-	-			-	-	-	-	-		
-	-	-	MISCELLANEOUS								
708	1,420	2,828	6210	Dues & Assoc. Memberships	4,000	4,000	4,000	3,000	3,000	-25.0%	(1,000)
78,372	92,513	103,372	6220	Bank Fees	80,000	110,000	60,000	60,000	60,000	-25.0%	(20,000)
				<i>Anticipated decrease due to Icloud</i>	-	-	-	-	-		
-	-	-	6295	Bad Debt Expense	-	-	-	-	-		
3,459	276	213	6299	Miscellaneous	300	300	300	300	300	0.0%	-
-	-	-			-	-	-	-	-		
-	-	-	MATERIALS AND SUPPLIES								
8,451	7,660	7,124	6510	Office Supplies	6,000	7,000	7,500	7,500	7,500	25.0%	1,500
119	1,006	99	6580	Books, Subscriptions & Education	250	400	400	400	400	60.0%	150
338	186	195	6660	Operating Supplies	250	250	300	300	300	20.0%	50
-	-	-			-	-	-	-	-		
-	-	-	CAPITAL OUTLAYS								
-	-	-			-	-	-	-	-		

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-				-	225	1,000	1,000	1,000		
73	-	112	7300	Furniture & Fixtures		1,000	1,000	1,400	500	500	-50.0%	(500)
-	-	-	7600	Computer Equipment		-	-	-	-	-		
901,427	836,905	878,252	TOWN TREASURER TOTAL			1,272,729	1,229,792	1,295,982	1,285,942	1,285,942	1.0%	13,213

**TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET**

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
				Dept 1220 INFORMATION TECH ADMIN								
				PERSONNEL - WAGES & BENEFITS								
293,737	317,058	427,223	5010	Salaries		454,502	454,502	451,180	451,180	451,180	-0.7%	(3,322)
-	754	(754)	5030	Salaries - Part-time		-	-	-	-	-		
-	-	-	5040	Salaries- Contingency - Merit		-	-	-	-	-		
17,814	20,666	25,443	5110	Social Security Tax		28,178	28,178	27,973	27,973	27,973	-0.7%	(205)
4,166	4,833	5,950	5120	Medicare Tax		6,590	6,590	5,910	5,910	5,910	-10.3%	(680)
34,108	30,523	33,998	5130	Health Insurance		49,119	49,119	47,870	47,870	47,870	-2.5%	(1,249)
49,558	43,561	52,927	5140	VRS Retirement		56,487	56,487	52,157	52,157	52,157	-7.7%	(4,330)
3,232	4,123	5,032	5145	VRS Group Life Insurance		5,409	5,409	5,910	5,910	5,910	9.3%	501
230	255	339	5160	Worker's Comp. Insurance		461	461	457	457	457	-0.9%	(4)
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
				SERVICES - PURCHASED, SHARED, INTERNAL								
			5210	Health & Medical Services		-	-	-	-	-		
21,575	18,159	23,541	5214	Consulting Services		19,000	18,000	15,000	15,000	15,000	-21.1%	(4,000)
				<i>Advance Network Systems (ANS)</i>	10,000	-	-	-	-	-		
				<i>RBS (Microsoft Dynamics)</i>	5,000	-	-	-	-	-		
12,676	15,125	10,227	5240	R&M - Equipment		7,500	7,500	-	-	-	-100.0%	(7,500)
				<i>Moved to Operating Supplies</i>								
177,772	221,745	248,235	5250	Maintenance Service Contract		261,477	261,477	256,810	256,810	256,810	-1.8%	(4,667)
				<i>GIS - AutoCAD</i>	2,450	-	-	-	-	-		
				<i>GIS - ESRI</i>	20,000	-	-	-	-	-		
				<i>GIS - Online GIS</i>	5,400	-	-	-	-	-		
				<i>GIS - GPS</i>	850	-	-	-	-	-		
				<i>GIS - Plotter</i>	7,200	-	-	-	-	-		
				<i>IT monitoring</i>	600	-	-	-	-	-		
				<i>Cogsdale-CSM</i>	14,499	-	-	-	-	-		
				<i>Cogsdale-Capsoft</i>	7,113	-	-	-	-	-		
				<i>Cogsdale - Dynamics</i>	18,513	-	-	-	-	-		
				<i>Cogsdale - Customer Web</i>	6,363	-	-	-	-	-		
				<i>Watchguard Firewall</i>	2,175	-	-	-	-	-		
				<i>Nod 32 Antivirus</i>	2,732	-	-	-	-	-		
				<i>Wireless Backbone</i>	10,500	-	-	-	-	-		
				<i>Phone System</i>	7,000	-	-	-	-	-		
				<i>Intermapper</i>	185	-	-	-	-	-		
				<i>Meru</i>	1,085	-	-	-	-	-		
				<i>Intradyme (email archiving)</i>	3,105	-	-	-	-	-		
				<i>Milestone Camera</i>	1,865	-	-	-	-	-		
				<i>Switches</i>	3,670	-	-	-	-	-		
				<i>Card Reader</i>	5,500	-	-	-	-	-		
				<i>Digicert</i>	1,035	-	-	-	-	-		
				<i>Dell Servers, T110, MD1220, R510, R310</i>	3,220	-	-	-	-	-		
				<i>Printer Contract</i>	10,000	-	-	-	-	-		
				<i>vmWare</i>	4,500	-	-	-	-	-		
				<i>Planning copier</i>	7,200	-	-	-	-	-		
				<i>TPD 3 copiers</i>	18,500	-	-	-	-	-		

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
-	-	-				-	-	-	-	-		
215	20	243		6210	Dues & Assoc. Memberships	275	584	600	600	600	118.2%	325
-	-	-		6299	Miscellaneous	-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
1,010	1,317	1,257		6510	Office Supplies	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	18	8		6560	Vehicle Supplies	-	-	-	-	-		
-	-	-		6580	Books, Subscriptions & Education	-	-	-	-	-		
6,688	7,754	2,781		6660	Operating Supplies	4,500	4,500	12,000	12,000	12,000	166.7%	7,500
96	-	-		6670	Small Tools	-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
10,394	7,985	1,185		7200	Machinery & Equipment	2,000	2,000	2,000	2,000	2,000	0.0%	-
-	-	-			<i>UPS</i>							
-	-	-		7300	Furniture & Fixtures	-	-	-	-	-		
4,404	3,448	35,536		7600	Computer Equipment	41,000	41,000	39,000	39,000	39,000	-4.9%	(2,000)
					<i>Dell Lease on equipment</i>							
19,821	4,457	4,870		7650	Computer Software	3,000	3,000	11,000	3,000	3,000	0.0%	-
					<i>TPD-Quartermaster</i>							
					<i>vmWare</i>							
					<i>Windows server license</i>							
-	-	-				-	-	-	-	-		
800,181	862,061	1,039,566			INFORMATION TECH ADMIN TOTAL	1,101,782	1,100,891	1,137,187	1,129,187	1,129,187	2.5%	27,405

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 1221 MOTOR POOL								
			PERSONNEL - WAGES & BENEFITS								
138,131	145,035	142,276	5010	Salaries	150,729	150,729	152,593	152,593	152,593	1.2%	1,864
2,269	92	84	5020	Salaries - Overtime	2,700	2,700	2,700	2,700	2,700	0.0%	-
-	-	-	5030	Salaries - Part-Time	-	-	-	-	-	-	-
8,653	8,903	8,487	5110	Social Security Tax	9,346	9,346	9,461	9,461	9,461	1.2%	115
2,024	2,082	1,985	5120	Medicare Tax	2,186	2,186	2,213	2,213	2,213	1.2%	27
18,655	17,946	20,272	5130	Health Insurance	21,051	21,051	22,353	22,353	22,353	6.2%	1,302
23,781	18,044	19,012	5140	VRS Retirement	18,958	18,958	16,190	16,190	16,190	-14.6%	(2,768)
1,537	1,769	1,703	5145	VRS Group Life Insurance	1,794	1,794	1,999	1,999	1,999	11.4%	205
1,651	3,786	4,208	5160	Worker's Comp. Insurance	5,373	5,373	5,149	5,149	5,149	-4.2%	(224)
-	-	-	5175	Education and Training	-	-	-	-	-	-	-
-	-	-			-	-	-	-	-	-	-
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL								
-	-	-	5210	Health & Medical Services	-	-	-	-	-	-	-
-	-	-	5240	R&M - Equipment	-	-	-	-	-	-	-
-	360	-	5245	R&M - Vehicle	150	150	150	150	150	0.0%	-
3,797	3,119	3,493	5250	Maintenance Service Contract	4,000	4,000	4,000	4,000	4,000	0.0%	-
-	-	-	5300	Printing & Binding	-	-	-	-	-	-	-
-	75	-	5310	Advertising - Ads	-	-	-	-	-	-	-
954	1,049	1,198	5350	Uniform Rentals	1,250	1,250	1,250	1,250	1,250	0.0%	-
-	-	-			-	-	-	-	-	-	-
-	-	-	OTHER CHARGES								
-	-	-	5720	Telecommunications	-	-	-	-	-	-	-
1,479	209	-	5920	Education and Training	1,500	750	1,000	1,000	1,000	-33.3%	(500)
339	-	-	6010	Lodging	500	250	500	500	500	0.0%	-
174	40	-	6015	Meals	300	300	300	300	300	0.0%	-
-	-	-	6018	Travel	200	100	200	200	200	0.0%	-
-	-	-			-	-	-	-	-	-	-
-	-	-	MISCELLANEOUS ITEMS								
-	-	-	6210	Dues & Assoc. Memberships	-	-	-	-	-	-	-
-	-	-			-	-	-	-	-	-	-
-	-	-	MATERIALS AND SUPPLIES								
29	74	167	6510	Office Supplies	100	50	100	100	100	0.0%	-
1,249	1,075	1,276	6550	Vehicle Fuels	1,200	800	1,200	1,200	1,200	0.0%	-
1,387	(3,779)	996	6560	Vehicle & Equipment Supplies	1,250	1,000	1,250	1,250	1,250	0.0%	-
454	620	758	6570	Uniform Purchases and Wearing Apparel	650	650	650	650	650	0.0%	-
-	-	-	6580	Books, Subscriptions & Education	-	-	-	-	-	-	-
4,796	4,646	4,957	6660	Operating Supplies	5,000	5,000	5,000	5,000	5,000	0.0%	-
3,983	999	8,506	6670	Small Tools	2,500	2,500	2,500	2,500	2,500	0.0%	-
-	-	-			-	-	-	-	-	-	-
-	-	-	CAPITAL OUTLAYS								
2,500	5,500	1,433	7200	Machinery & Equipment	11,500	11,107	20,000	5,000	5,000	-56.5%	(6,500)
-	-	-	7300	Furniture & Fixtures	-	-	-	-	-	-	-
-	-	-	7500	Motor Vehicles	-	-	-	-	-	-	-
15	-	-	7600	Computer Equipment	-	-	-	-	-	-	-

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-		7650	Computer Software	-	-	-	-	-		
217,856	211,644	220,812		MOTOR POOL TOTAL		242,237	240,044	250,758	235,758	235,758	-2.7%	(6,479)

POLICE DEPARTMENT (3101)

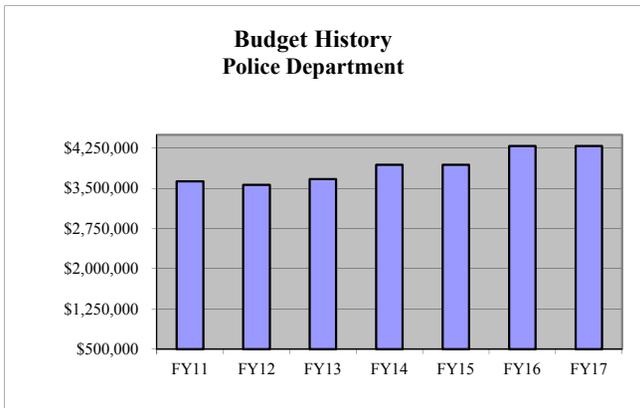
Mission:

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

Values Statement: The Department consists of dedicated professionals who are committed to serving our community, to creativity in solving problems, and to working together as a team. We believe in:

- The value of Human life;
- The courage to do what is right;
- Accountability to ourselves and our community;
- Fairness, compassion, and approachability in the performance of our duties; and
- The continuous improvement of ourselves and our Department.

Budget and Staff Resources:



Budget & Staffing Summary						
Category	FY15 <u>Actual</u>	FY16 <u>Adopted</u>	FY16 <u>Projected</u>	FY17 <u>Dept Request</u>	FY17 <u>Mgr Opt 1</u>	FY17 <u>Mgr Opt 2</u>
Authorized Persons	49.5	50.0	51.0	51.5	51.0	51.0
Expenditures						
Personnel	3,646,413	3,937,266	3,877,266	4,021,004	3,895,598	3,895,598
Operating	270,675	321,877	320,797	353,377	352,377	352,377
Capital Outlay	25,345	32,000	32,000	150,035	40,000	150,035
Total Expenditures	3,942,433	4,291,143	4,230,063	4,524,416	4,287,975	4,398,010

Major Highlights for FY17

Total budget increase	\$	(3,168) Manager Option 1
	\$	106,867 Manager Option 2

- Manager's Option 1 & 2 includes increase in maintenance offset by VRS savings.
- Manager's Option 1 & 2 includes a reclassification of one Police Officer position to a Master Police Officer position (\$3,587 increase).
- Manager's Option 1 & 2 includes implementation of a Narcan program where officers would have access to this narcotic. Narcan is a counter reactive narcotic that reverses the effects of opiates and heroin. This has been proven in our community with saving lives (\$5,000 increase).
- Manager's Option 2 includes the addition of initial and recurring cost for a body worn camera system for each uniformed police officer. In committing to this project, our current aging in-car camera system will be upgraded as well as replacing our current, aging Conductive Energy Weapons (CEW's). Implementing a body worn camera program follows the new model of 21st Century Policing and increases officer safety and citizen safety (Year 1 cost is \$110,035, following years \$57,420).

In FY17 the Police Department will:

- Continue to adhere to internationally established best policing practices established by the Commission on Accreditation of Law Enforcement Agencies, Inc. (CALEA).
- To continue to make significant arrests and successfully prosecute cases in the state and federal criminal justice systems.
- Continue to be responsive to the increased demands and calls for service of citizens as it relates to traffic and neighborhood complaints.
- To stay abreast with evolving technologies and advanced technical training to assist with the complexity of investigations.
- Continue to maintain our current Community Policing program by continuing to implement our Neighborhood Watch Program.

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
Dept 3101 POLICE DEPARTMENT											
PERSONNEL - WAGES & BENEFITS											
2,214,804	2,482,439	2,539,291	5010	Salaries	2,739,152	2,689,152	2,816,051	2,723,973	2,723,973	-0.6%	(15,179)
				<i>Request includes 1 police officer position, 1 civilian position and to support career ladder advancements</i>	-	-	-	-	-		
284,317	194,365	162,070	5020	Salaries - Overtime	180,000	170,000	180,000	180,000	180,000	0.0%	-
16,869	14,379	14,514	5030	Salaries - Part-Time	14,362	14,362	15,000	15,000	15,000	4.4%	638
-	-	-	5070	Education Incentive	-	-	-	-	-		
-	-	-	5099	Accrued Salaries / Leave	-	-	-	-	-		
145,171	159,836	161,505	5110	Social Security Tax	169,185	169,185	173,241	167,532	167,532	-1.0%	(1,653)
35,476	37,381	37,771	5120	Medicare Tax	39,567	39,567	40,516	39,181	39,181	-1.0%	(386)
316,248	317,540	309,015	5130	Health Insurance	357,867	357,867	394,903	380,001	380,001	6.2%	22,134
286,092	353,108	343,131	5140	VRS Retirement	342,353	342,353	296,466	286,696	286,696	-16.3%	(55,657)
23,333	29,350	29,729	5145	VRS Group Life Insurance	32,301	32,301	36,604	35,398	35,398	9.6%	3,097
26,014	29,001	33,813	5160	Worker's Comp. Insurance	45,929	45,929	51,623	51,542	51,542	12.2%	5,613
-	-	15,575	5165	Uniform Allowance	16,550	16,550	16,600	16,275	16,275	-1.7%	(275)
-	-	-			-	-	-	-	-		
SERVICES - PURCHASED, SHARED, INTERNAL											
869	-	829	5210	Health & Medical Services	1,000	1,000	6,000	6,000	6,000	500.0%	5,000
2,363	480	90	5214	Consulting Services	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	-	-	5240	R&M - Equipment	-	-	-	-	-		
23,148	21,755	22,040	5245	R&M - Vehicle	17,000	25,000	24,000	24,000	24,000	41.2%	7,000
6,040	5,840	7,526	5250	Maintenance Service Contract	8,500	8,500	8,500	8,500	8,500	0.0%	-
3,707	1,699	4,371	5300	Printing and Binding	3,000	1,500	3,000	3,000	3,000	0.0%	-
328	304	311	5310	Advertising	500	320	500	500	500	0.0%	-
5,432	7,987	7,952	5460	Blue Ridge Narcotics Task Force	8,500	8,400	8,500	8,500	8,500	0.0%	-
26,660	26,660	26,660	5480	Shenn. Crim Justice	27,000	27,000	28,000	27,000	27,000	0.0%	-
-	-	-			-	-	-	-	-		
OTHER CHARGES											
673	295	470	5710	Postal Services	600	550	600	600	600	0.0%	-
267	507	238	5715	Messenger Services	500	300	500	500	500	0.0%	-
-	-	-	5720	Telecommunications	-	-	-	-	-		
1,676	-	-	5870	General Liability Insurance	-	-	-	-	-		
7,407	9,032	7,454	5925	ERT Training & Equipment	9,000	9,000	9,000	9,000	9,000	0.0%	-
19,045	13,913	15,918	5920	Education And Training	16,000	16,000	20,000	20,000	20,000	25.0%	4,000
9,105	7,905	7,039	6010	Lodging	4,500	4,500	9,000	9,000	9,000	100.0%	4,500
9,294	17,633	5,806	6015	Meals	9,000	9,000	12,000	12,000	12,000	33.3%	3,000
21	1,863	354	6018	Travel	-	-	2,000	2,000	2,000		
			6130	Contributions	35,777	52,277	28,777	28,777	28,777	-19.6%	(7,000)
				<i>Crisis Intervention Team</i>	6,764	-	-	-	-		
				<i>Regional Housing & Homelessness</i>	3,368	-	-	-	-		
				<i>SAFE</i>	15,000	-	-	-	-		
				<i>Rapp Legal Services</i>	3,645	-	-	-	-		

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
					<i>Rapp-Rap Medical Reserve Corp</i>	500	-	-	-	-		
					<i>Culpeper Literacy Council</i>	3,000						
-	-	-			<i>Culpeper Housing & Shelter Services</i>	5,000	-	-	-	-		
					<i>Options</i>	15,000	-	-	-	-		
-	-	-			MISCELLANEOUS ITEMS		-	-	-	-		
4,603	5,944	5,348		6210	Dues & Assoc. Memberships	6,000	5,500	6,000	6,000	6,000	0.0%	-
5,000	5,000	2,416		6260	Informant Fees	5,000	2,500	5,000	5,000	5,000	0.0%	-
8,624	17,557	7,052		6290	Grant-funded expenditures	15,000	15,000	15,000	15,000	15,000	0.0%	-
4,066	3,100	2,628		6299	Miscellaneous	3,000	3,000	4,000	4,000	4,000	33.3%	1,000
-	-	-				-	-	-	-	-		
-	-	-			MATERIALS AND SUPPLIES		-	-	-	-		
5,993	4,391	6,382		6510	Office Supplies	5,500	5,200	5,500	5,500	5,500	0.0%	-
75,924	78,707	69,809		6550	Vehicle Fuels	75,000	55,000	75,000	75,000	75,000	0.0%	-
28	759	273		6555	Lube Oil	-	-	-	-	-		
24,514	22,214	14,058		6560	Vehicle & Equipment Supplies	22,000	22,000	23,000	23,000	23,000	4.5%	1,000
30,455	24,242	28,102		6570	Uniform Purchases and Wearing Apparel	25,000	25,000	25,000	25,000	25,000	0.0%	-
921	(61)	1,346		6580	Books, Subscriptions & Education	500	250	500	500	500	0.0%	-
-	-	-		6640	Drug Fund Purchases	-	-	-	-	-		
20,065	22,224	26,202		6660	Operating Supplies	23,000	23,000	33,000	33,000	33,000	43.5%	10,000
-	-	-				-	-	-	-	-		
-	-	-			CAPITAL OUTLAYS		-	-	-	-		
24,775	14,960	24,350		7200	Machinery & Equipment	22,000	22,000	27,000	27,000	27,000	22.7%	5,000
-	-	995		7300	Furniture & Fixtures	-	-	3,000	3,000	3,000		
3,980	8,009	-		7400	Communications Equipment	10,000	10,000	120,035	10,000	120,035	0.0%	110,035
(68)	-	-		7600	Computer Equipment	-	-	-	-	-		
-	-	-				-	-	-	-	-		
3,673,237	3,940,318	3,942,433			POLICE DEPARTMENT TOTAL	4,291,143	4,230,063	4,524,416	4,287,975	4,398,010	-0.1%	106,867

**TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET**

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
Dept 3204 VIRGINIA REGIONAL TRANSIT AUTHORITY												
72,128	114,192	114,192		6130	Contributions	114,192	114,192	119,267	119,267	119,267	4.4%	5,075
72,128	114,192	114,192		VIRGINIA REGIONAL TRANSIT TOTAL			114,192	114,192	119,267	119,267	4.4%	5,075

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 4101 GENERAL ENGINEERING								
			PERSONNEL - WAGES & BENEFITS								
55,525	151,561	157,623	5010	Salaries	160,256	160,256	163,523	163,523	163,523	2.0%	3,267
1,153	4,453	4,206	5020	Salaries - Overtime (Inspector)	4,000	4,000	4,000	4,000	4,000	0.0%	-
(750)	(702)	-	5030	Salaries - Part-time	-	-	-	-	-	-	-
-	-	-	5040	Salaries-Contingency	-	-	-	-	-	-	-
-	-	-	5099	Accrued Salaries / Leave	-	-	-	-	-	-	-
3,478	9,181	9,528	5110	Social Security Tax	9,937	9,937	10,138	10,138	10,138	2.0%	201
813	2,147	2,228	5120	Medicare Tax	2,324	2,324	2,371	2,371	2,371	2.0%	47
4,429	6,156	22,264	5130	Health Insurance	21,051	21,051	22,353	22,353	22,353	6.2%	1,302
8,158	22,098	21,307	5140	VRS Retirement	20,082	20,082	17,350	17,350	17,350	-13.6%	(2,732)
558	1,403	1,877	5145	VRS Group Life Insurance	1,907	1,907	2,142	2,142	2,142	12.3%	235
1,400	791	2,882	5160	Worker's Comp. Insurance	6,003	6,003	5,794	5,794	5,794	-3.5%	(209)
-	-	-			-	-	-	-	-	-	-
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL								
-	-	-	5210	Health & Medical Services	-	-	-	-	-	-	-
140	-	-	5214	Consulting Services	-	1,650	-	-	-	-	-
4,713	8,960	11,020	5216	Engineering Services	10,000	8,000	15,000	15,000	15,000	50.0%	5,000
-	-	-	5245	R&M - Vehicle	500	500	500	500	500	0.0%	-
-	-	-	5250	Maintenance Service Contract	-	-	-	-	-	-	-
82	143	52	5300	Printing and Binding	100	100	100	100	100	0.0%	-
-	-	-	5310	Advertising	-	-	-	-	-	-	-
-	-	-			-	-	-	-	-	-	-
-	-	-	OTHER CHARGES								
13	-	-	5710	Postal Services	-	20	-	-	-	-	-
-	-	-	5720	Telecommunications	-	-	-	-	-	-	-
3,847	2,546	1,592	5920	Education and Training	3,000	1,000	1,500	1,500	1,500	-50.0%	(1,500)
914	254	1,592	6010	Lodging	900	600	600	600	600	-33.3%	(300)
706	629	1,593	6015	Meals	750	750	750	750	750	0.0%	-
7	44	390	6018	Travel	750	500	500	500	500	-33.3%	(250)
-	-	-			-	-	-	-	-	-	-
-	-	-	MISCELLANEOUS ITEMS								
330	80	293	6210	Dues & Assoc. Memberships	250	1,200	1,200	1,200	1,200	380.0%	950
-	(325)	-	6299	Miscellaneous	-	-	-	-	-	-	-
-	-	-			-	-	-	-	-	-	-
-	-	-	MATERIALS AND SUPPLIES								
302	544	1,268	6510	Office Supplies	400	400	400	400	400	0.0%	-
3,646	3,757	3,225	6550	Vehicle Fuels	2,000	1,500	2,000	2,000	2,000	0.0%	-
1,241	(1,226)	1,687	6560	Vehicle & Equipment Supplies	500	1,432	500	500	500	0.0%	-
396	50	316	6570	Uniform Purchases and Wearing Apparel	450	450	450	450	450	0.0%	-
792	360	-	6580	Books, Subscriptions & Education	300	150	150	150	150	-50.0%	(150)
341	137	255	6660	Operating Supplies	400	200	200	200	200	-50.0%	(200)
-	-	-			-	-	-	-	-	-	-
-	-	-	CAPITAL OUTLAYS								
4,334	-	1,402	7200	Machinery & Equipment	-	845	-	-	-	-	-
-	-	809	7300	Furniture & Fixtures	-	-	-	-	-	-	-

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-		7500	Motor Vehicles	-	-	-	-	-		
2,007	-	-		7600	Computer Equipment	-	-	-	-	-		
-	-	-		7650	Computer Software	-	-	-	-	-		
-	-	-				-	-	-	-	-		
98,573	213,039	247,408		GENERAL ENGINEERING TOTAL		245,860	244,857	251,521	251,521	251,521	2.3%	5,661

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
3,792	3,778	4,202	6570	Uniform Purchases and Wearing Apparel		3,000	3,000	3,000	3,000	3,000	0.0%	-
59	90	-	6580	Books, Subscriptions & Education		-	-	-	-	-		
3,943	4,846	5,492	6660	Operating Supplies		5,000	12,000	12,000	12,000	12,000	140.0%	7,000
1,993	635	404	6670	Small Tools		2,000	2,000	2,000	2,000	2,000	0.0%	-
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
25,485	8,243	-	7200	Machinery & Equipment		-	-	-	-	-		
-	-	-	7300	Furniture & Fixtures		-	-	-	-	-		
1,560	450	-	7400	Communication Equipment replacement phone system		-	-	-	-	-		
-	-	-	7500	Motor Vehicles		-	-	-	-	-		
-	15	6,527	7600	Computer Equipment		-	6,667	-	-	-		
-	-	-				-	-	-	-	-		
1,833,748	1,756,856	1,862,105		PUBLIC WORKS - STREETS TOTAL		2,115,383	2,174,850	2,269,353	2,253,132	2,253,132	6.5%	137,749

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 4107 TRAFFIC ENGINEERING									
			PERSONNEL WAGES & BENEFITS									
36,375	37,459	42,359	5010	Salaries		43,808	43,808	44,871	44,871	44,871	2.4%	1,063
74	37	-	5020	Salaries - Overtime		100	100	-	-	-	-100.0%	(100)
-	-	-	5099	Accrued Salaries / Leave		-	-	-	-	-	-	-
2,248	2,314	2,616	5110	Social Security Tax		2,715	2,715	2,782	2,782	2,782	2.5%	67
526	541	612	5120	Medicare Tax		635	635	651	651	651	2.5%	16
6,761	6,007	6,199	5130	Health Insurance		7,017	7,017	7,451	7,451	7,451	6.2%	434
5,775	6,066	6,123	5140	VRS Retirement		5,629	5,629	4,761	4,761	4,761	-15.4%	(868)
392	474	514	5145	VRS Group Life Insurance		522	522	588	588	588	12.6%	66
1,777	1,927	2,258	5160	Worker's Comp. Insurance		3,005	3,005	4,018	4,018	4,018	33.7%	1,013
-	-	-				-	-	-	-	-	-	-
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL									
-	-	-	5210	Health & Medical Services		-	-	-	-	-	-	-
287	32,470	71,279	5238	R&M - Infrastructure		55,000	55,000	75,000	75,000	75,000	36.4%	20,000
-	-	-	5245	R&M - Vehicle		300	300	300	300	300	0.0%	-
3,765	3,758	3,758	5250	Maintenance Service Contract		2,500	2,500	2,500	2,500	2,500	0.0%	-
-	-	-	5300	Printing & Binding		-	-	-	-	-	-	-
-	-	-	5310	Advertising		-	-	-	-	-	-	-
275	280	275	5350	Uniform Rentals		350	350	350	350	350	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	OTHER CHARGES									
7,609	8,700	8,145	5610	Electrical Services		7,500	7,500	7,500	7,500	7,500	0.0%	-
15	-	-	5720	Telecommunications		-	-	-	-	-	-	-
307	300	-	5920	Education and Training		300	300	300	300	300	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MISCELLANEOUS									
-	-	-	6299	Miscellaneous		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MATERIALS AND SUPPLIES									
4,523	4,538	4,371	6550	Vehicle Fuels		4,500	4,000	4,500	4,500	4,500	0.0%	-
37	58	43	6555	Lube Oil		100	100	100	100	100	0.0%	-
1,921	1,315	2,623	6560	Vehicle & Equipment Supplies		2,000	2,000	2,000	2,000	2,000	0.0%	-
234	234	280	6570	Uniform Purchases and Wearing Apparel		200	200	200	200	200	0.0%	-
13	309	246	6660	Operating Supplies		400	400	400	400	400	0.0%	-
1,082	556	1,530	6670	Small Tools		3,000	3,000	3,000	3,000	3,000	0.0%	-
18,468	24,756	23,074	6680	Traffic Signals & Signs		35,000	35,000	35,000	35,000	35,000	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-	CAPITAL OUTLAYS									
-	-	-	7040	Infrastructure		-	-	-	-	-	-	-
33,340	5,735	-	7200	Machinery & Equipment		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
125,803	137,833	176,303	TRAFFIC ENGINEERING TOTAL			174,581	174,081	196,272	196,272	196,272	12.4%	21,691

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DRAFT/ REQUESTED	FY17 MGR OPT 1	FY17 MGR OPT 2	% INCR.	\$ INCR.
			Dept 4203 SANITATION									
			PERSONNEL - WAGES & BENEFITS									
166,286	155,576	176,634	5010	Salaries		189,498	189,498	156,639	156,639	156,639	-17.3%	(32,859)
5,782	5,467	4,822	5020	Salaries - Overtime		7,200	7,200	7,200	7,200	7,200	0.0%	-
-	-	-	5099	Accrued Salaries / Leave		-	-	-	-	-	-	-
10,599	9,931	11,141	5110	Social Security Tax		11,748	11,748	9,712	9,712	9,712	-17.3%	(2,036)
2,479	2,323	2,606	5120	Medicare Tax		2,747	2,747	2,271	2,271	2,271	-17.3%	(476)
32,644	26,752	32,446	5130	Health Insurance		35,085	35,085	29,804	29,804	29,804	-15.1%	(5,281)
26,561	22,630	24,012	5140	VRS Retirement		23,515	23,515	16,619	16,619	16,619	-29.3%	(6,896)
1,697	1,910	1,984	5145	VRS Group Life Insurance		2,255	2,255	2,052	2,052	2,052	-9.0%	(203)
6,153	6,908	8,049	5160	Worker's Comp. Insurance		10,879	10,879	9,105	9,105	9,105	-16.3%	(1,774)
-	-	-				-	-	-	-	-	-	-
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL									
-	-	-	5210	Health & Medical Services		-	-	-	-	-	-	-
3,020	15,116	5,768	5245	R&M - Vehicle		10,000	7,500	10,000	10,000	10,000	0.0%	-
-	-	-	5260	Refuse Container Contract		-	-	-	-	-	-	-
1,235	1,333	160	5300	Printing & Binding		2,000	200	200	200	200	-90.0%	(1,800)
-	-	-	5310	Advertising		200	100	100	100	100	-50.0%	(100)
1,236	1,287	1,505	5350	Uniform Rentals		1,700	1,700	1,700	1,700	1,700	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-	OTHER CHARGES									
33,016	33,016	36,272	5660	Disposal Fees		34,000	34,000	34,000	34,000	34,000	0.0%	-
-	-	-	5710	Postal Services		-	-	-	-	-	-	-
316	-	-	5870	General Liability Insurance		-	-	-	-	-	-	-
-	-	-	5920	Education & Training		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MISCELLANEOUS									
207	408	108	6295	Bad Debt Expense - Trash		-	-	-	-	-	-	-
-	(253)	-	6299	Miscellaneous		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MATERIALS AND SUPPLIES									
29,618	19,073	30,367	6550	Vehicle Fuels		27,000	25,000	27,000	27,000	27,000	0.0%	-
1,559	1,435	721	6555	Lube Oil		1,500	1,000	1,500	1,500	1,500	0.0%	-
-	-	-	6659	Trash Carts (Reserve funding)		-	-	33,000	33,000	33,000	-	-
27,960	35,762	19,254	6560	Vehicle & Equipment Supplies		30,000	35,000	40,000	40,000	40,000	33.3%	10,000
678	820	1,178	6570	Uniform Purchases and Wearing Apparel		1,000	800	1,000	1,000	1,000	0.0%	-
20,483	492	29,102	6660	Operating Supplies		1,000	3,000	1,000	1,000	1,000	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-	CAPITAL OUTLAYS									
-	-	-	7200	Machinery & Equipment		-	-	-	-	-	-	-
-	-	-	7500	Motor Vehicles		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	GRANTS									
5,105	4,503	4,497	8840	Grant - Litter Control		5,000	4,547	5,000	5,000	5,000	0.0%	-
-	-	-				-	-	-	-	-	-	-
376,633	344,488	390,625	SANITATION TOTAL			396,327	395,774	387,902	387,902	387,902	-2.1%	(8,425)
						-	-	-	-	-	-	-

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
			Dept 4302 GENERAL PROPERTIES									
			PERSONNEL - WAGES & BENEFITS									
108,133	55,757	64,053	5010	Salaries		65,875	65,875	66,927	66,927	66,927	1.6%	1,052
732	970	297	5020	Salaries - Overtime		1,000	1,000	1,000	1,000	1,000	0.0%	-
1,190	-	-	5030	Salaries - Part-Time		-	-	-	-	-	-	-
-	-	-	5099	Accrued Salaries / Leave		-	-	-	-	-	-	-
6,664	3,346	3,485	5110	Social Security Tax		4,085	4,085	4,149	4,149	4,149	1.6%	64
1,558	783	815	5120	Medicare Tax		955	955	970	970	970	1.6%	15
23,663	12,049	17,090	5130	Health Insurance		14,034	14,034	14,902	14,902	14,902	6.2%	868
18,808	6,714	8,238	5140	VRS Retirement		8,113	8,113	7,101	7,101	7,101	-12.5%	(1,012)
1,220	941	769	5145	VRS Group Life Insurance		784	784	877	877	877	11.9%	93
486	1,117	1,117	5160	Worker's Comp. Insurance		1,486	1,486	1,474	1,474	1,474	-0.8%	(12)
-	-	-				-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	SERVICES - PURCHASED, SHARED, INTERNAL									
-	-	-	5210	Health & Medical Service		-	-	-	-	-	-	-
-	-	-	5214	Consulting Services		-	-	-	-	-	-	-
48,099	42,359	75,340	5215	Contractual Services		70,000	70,000	70,000	70,000	70,000	0.0%	-
-	-	-	5216	Engineering Services		-	-	-	-	-	-	-
120,862	213,824	39,954	5230	R&M - Building & Grounds		67,600	62,000	110,000	110,000	110,000	62.7%	42,400
-	-	-	5231	R&M - Museum Building		-	275,000	-	-	-	-	-
-	-	-	5245	R&M - Vehicle		200	200	200	200	200	0.0%	-
85,417	46,279	9,095	5249	R&M - Misc. / Other		-	-	-	-	-	-	-
17,252	119,795	95,060	5250	Maintenance Service Contract		94,000	100,000	115,000	115,000	115,000	22.3%	21,000
-	-	-	5270	Rental of Street Lights		-	-	-	-	-	-	-
-	-	-	5300	Printing and Binding		100	-	-	-	-	-100.0%	(100)
265	278	52	5310	Advertising		250	-	-	-	-	-100.0%	(250)
2,942	3,353	3,643	5350	Uniform Rentals		3,500	3,500	3,500	3,500	3,500	0.0%	-
-	-	-				-	-	-	-	-	-	-
-	-	-	OTHER CHARGES									
78,089	88,549	92,783	5610	Electrical Services		90,000	90,000	99,000	99,000	99,000	10.0%	9,000
21,660	29,959	28,195	5620	Heating Services		25,000	25,000	27,500	27,500	27,500	10.0%	2,500
1,961	3,688	2,961	5630	Water Services		3,000	3,000	3,300	3,300	3,300	10.0%	300
2,208	2,150	3,652	5640	Sewage Services		3,600	3,600	4,000	4,000	4,000	11.1%	400
-	-	130	5660	Disposal Fees		-	65	-	-	-	-	-
4,349	-	1,366	5720	Telecommunications		-	569	-	-	-	-	-
18	-	-	5870	General Liability Insurance		-	-	-	-	-	-	-
-	-	159	6010	Lodging		-	-	-	-	-	-	-
-	369	29	6015	Meals		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MISCELLANEOUS									
128	555	-	6299	Miscellaneous		-	-	-	-	-	-	-
-	-	-				-	-	-	-	-	-	-
-	-	-	MATERIALS AND SUPPLIES									
33	279	245	6510	Office Supplies		100	100	100	100	100	0.0%	-
4,497	2,798	5,197	6540	Janitorial Supplies		5,500	2,000	2,000	2,000	2,000	-63.6%	(3,500)
277	908	1,480	6550	Vehicle Fuels		4,000	2,000	4,000	4,000	4,000	0.0%	-
386	480	1,259	6560	Vehicle & Equipment Supp		2,200	2,000	2,000	2,000	2,000	-9.1%	(200)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
187	381	506		6570	Uniform Purchases & Wearing Apparel	600	300	300	300	300	-50.0%	(300)
10	26	-		6660	Operating Supplies	-	12	-	-	-		
406	1,167	2,513		6670	Small Tools	700	700	700	700	700	0.0%	-
-	-	-				-	-	-	-	-		
-	-	-			CAPITAL OUTLAYS	-	-	-	-	-		
53,736	7,727	-		7200	Machinery & Equipment	-	-	-	-	-		
2,391	52,620	20,610		7300	Furniture and Fixtures	7,200	20,000	20,000	-	-	-100.0%	(7,200)
					<i>Economic Development Ctr. and Committee room</i>							
-	-	-		7500	Motor Vehicles	-	-	-	-	-		
-	-	-		7600	Computer Hardware & Equipment	-	-	-	-	-		
-	-	-				-	-	-	-	-		
607,628	699,221	480,092			GENERAL PROPERTIES TOTAL	473,882	756,378	559,000	539,000	539,000	13.7%	65,118

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$	
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.	
-	544	-		7600	Computer Hardware & Equipment	3,000	3,000	3,000	3,000	3,000	0.0%	-	
-	622	559		7650	Computer Software	2,000	2,000	2,000	2,000	2,000	0.0%	-	
-	-	-				-	-	-	-	-			
-	-	-		DEBT SERVICE/TRANSFERS/CONTINGENCY			-	-	-	-	-		
-	-	-		9990	Contingency	-	-	-	-	-			
-	-	-				-	-	-	-	-			
199,130	177,030	195,143		CULPEPER MEDIA NETWORK TOTAL			212,230	201,563	209,980	209,980	-1.1%	(2,250)	

**TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET**

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-				-	-	-	-	-		
507,351	445,318	350,581			PARKS & RECREATION TOTAL	379,711	397,055	390,048	390,048	390,048	2.7%	10,337

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
227	254	230		6670	Small Tools	300	300	300	300	300	0.0%	-
-	-	-				-	-	-	-	-		
-	-	-			CAPITAL OUTLAYS	-	-	-	-	-		
5,805	4,526	5,106		7200	Machinery & Equipment	4,000	4,000	4,000	4,000	4,000	0.0%	-
-	-	-		7500	Motor Vehicles	-	-	-	-	-		
-	-	-				-	-	-	-	-		
200,231	206,379	119,385			CEMETERY TOTAL	146,519	145,719	135,637	135,637	135,637	-7.4%	(10,882)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual					FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15					ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-					-	-	-	-	-		
-	-	-					-	-	-	-	-		
4,600	-	-		7200	Machinery & Equipment		-	-	-	-	-		
-	-	-		7300	Furniture & Fixtures		-	-	-	-	-		
-	-	-		7600	Computer Equipment		-	-	-	-	-		
-	-	-					-	-	-	-	-		
535,063	536,501	528,353		PLANNING & ZONING TOTAL			562,357	543,917	548,010	548,010	548,010	-2.6%	(14,347)

TOWN OF CULPEPER
General Fund - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	%	\$
FY13	FY14	FY15				ADOPTED	FY16	DRAFT/ REQUESTED	MGR OPT 1	MGR OPT 2	INCR.	INCR.
-	-	-		6580	Books, Subscriptions & Education	100	24	100	100	100	0.0%	-
-	145	-		6660	Operating Supplies	-	3,448	4,000	4,000	4,000		
-	-	-		6661	Promotional Trade Show Materials	2,160	-	2,700	2,700	2,700	25.0%	540
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
-	-	-				-	-	-	-	-		
2,785	500	500		7310	CAPITAL OUTLAYS Historical Markers	600	600	600	600	600	0.0%	-
-	-	-		7600	Computer Hardware & Equipment	-	-	-	-	-		
-	-	-		7650	Computer Software	-	-	-	-	-		
-	-	-				-	-	-	-	-		
255,148	320,140	269,371			TOURISM DEVELOPMENT TOTAL	290,540	315,540	510,025	321,589	321,589	10.7%	31,049

TOWN OF CULPEPER
General Fund - Capital
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15								<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
-	-	-								-	-	-		
-	-	-	Dept 9364 Sidewalks, Trails and Bikeway Projects							-	-	-		
-	-	-	CAPITAL OUTLAYS							-	-	-		
-	7,516	117,648		7040	Infrastructure				-	-	-	-		
-	-	-		7200	Machinery & Equipment				-	-	-	-		
-	-	-							-	-	-	-		
-	7,516	117,648	TOTAL Bikeways, Sidewalks & Trails						-	-	-	-		
-	-	-	Dept 9294 Yowell Meadow Park Improvements							-	-	-		
-	-	-	CAPITAL OUTLAYS							-	-	-		
1,172	1,457	-		7040	Infrastructure		160,000		-	-	-	-	-100.0%	(160,000)
-	-	-		7100	Buildings & Improvements				-	-	-	-		
-	-	-		7200	Machinery & Equipment				-	-	-	-		
-	-	-		7300	Furniture & Fixtures				-	-	-	-		
-	-	-							-	-	-	-		
1,172	1,457	-	TOTAL Yowell Meadow Park Improvements				160,000		-	-	-	-	-100.0%	(160,000)
-	-	-	Dept 9243 Park Improvements - Mtn Run							-	-	-		
-	-	-		7010	Land Acquisition				-	-	-	-		
4,913	422	-		7040	Infrastructure				-	-	-	-		
-	-	-		7100	Building Improvements				-	-	-	-		
3,455	-	-		7200	Machinery & Equipment				-	-	-	-		
-	-	-							-	-	-	-		
8,368	422	-	TOTAL Park Improvements - Mtn. Run						-	-	-	-		
-	-	-	Dept 9253 - Park Property Acquisition							-	-	-		
-	-	-	OTHER CHARGES							-	-	-		
-	-	-		6015	Meals				-	-	-	-		
-	-	-		6660	Operating supplies				-	-	-	-		
-	-	-	CAPITAL OUTLAYS							-	-	-		
-	-	-		7010	Acquisition				-	-	-	-		
360	2,500	-		7040	Infrastructure				-	-	-	-		
-	14,106	-		7200	Machinery & Equipment				-	-	-	-		
-	-	-		7650	GF - C-Park Property Ac-Computer Software				-	-	-	-		
-	-	-							-	-	-	-		
360	16,606	-	TOTAL New Park Acquisitions						-	-	-	-		
-	-	-	Dept 9380 - Traffic Signal Replacement							-	-	-		
-	-	-	CAPITAL OUTLAYS							-	-	-		
-	-	-		7040	Infrastructure - Golf Drive Signalization				-	-	-	-		
-	-	-							-	-	-	-		
-	-	-	TOTAL Traffic Signal Replacement						-	-	-	-		
-	-	-	9394 West Street Widening							-	-	-		
-	-	-	SERVICES							-	-	-		
2,462	12,010	-		5216	Engineering				-	-	-	-		
-	-	-		5310	Advertising				-	-	-	-		
-	-	-	CAPITAL OUTLAYS							-	-	-		
161,307	-	-		7040	Infrastructure				-	-	-	-		
-	-	-							-	-	-	-		
163,769	12,010	-	TOTAL West Street Widening						-	-	-	-		

**TOWN OF CULPEPER
Water - Fund Summary
FY17 DRAFT BUDGET**

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 % INCR.	FY17 \$ INCR.
				OPERATING FUND:								
3,148,345	3,639,818	3,546,446	TOTAL WATER FUND REVENUES			3,838,319	3,466,000	4,194,803	4,120,963	4,120,963	7.4%	282,644
1,853,039	1,947,307	1,856,048	3700	TREATMENT		2,148,987	2,146,200	2,229,088	2,157,399	2,157,399	0.4%	8,412
507,928	700,941	764,938	3800	DISTRIBUTION		814,778	786,037	876,482	876,482	876,482	7.6%	61,704
222,316	903,262	921,517	9900	DEBT SERVICE		724,879	960,462	963,936	963,936	963,936	33.0%	239,057
87,798	92,431	97,530	9950	TRANSFERS		99,675	99,675	125,297	123,146	123,146	23.5%	23,471
-	-	-	9990	CONTINGENCY		-	-	-	-	-		
2,671,081	3,643,941	3,640,033	TOTAL EXPENDITURES			3,788,319	3,992,374	4,194,803	4,120,963	4,120,963	8.8%	332,644
477,264	(4,123)	(93,587)	REVENUES OVER (UNDER) EXPENDITURES			50,000	(526,374)	-	-	-		
				CAPITAL FUND:								
613,898	867,986	739,880	TOTAL WATER CAPITAL FUND REVENUES			5,285,500	939,906	16,507,500	16,427,500	16,427,500	210.8%	11,142,000
-	13,950	(0)	8910	DISTRIBUTION SYSTEM IMPRVMTS		50,500	149,420	50,000	50,000	50,000	-1.0%	(500)
7,200	-	-	8956	MAJOR PROCESS EQUIP REPL		25,000	25,000	25,000	25,000	25,000	0.0%	-
1,186	302,097	92,767	8945	FUTURE WATER SUPPLY		2,300,000	-	-	-	-		
-	7,036	-	9065	VEHICLE REPLACEMENT PROGRAM		-	-	252,500	172,500	172,500		172,500
0	3,200	-	8947	MODIF TO MTN RUN & LAKE PELHAM DAMS		2,500,000	500,030	15,000,000	15,000,000	15,000,000	500.0%	12,500,000
-	-	-		SPRING ST WATER PLANT POST CLOSURE CONVERSION		-	-	200,000	200,000	200,000		200,000
-	-	-		NEW TOWN PARK & WELL DEVELOPMENT		-	-	810,000	810,000	810,000		810,000
-	-	-		LAKE PELHAM RECREATION		-	-	170,000	170,000	170,000	#DIV/0!	170,000
-	-	9,747	8958	SCADA REPLACEMENT		-	-	-	-	-		
-	-	-	9950	TRANSFER TO OPERATIONS		-	-	-	-	-		
8,386	326,284	102,514	TOTAL CAPITAL EXPENDITURES			4,875,500	674,450	16,507,500	16,427,500	16,427,500	236.9%	11,552,000
-	-	-	LOAN TO L&P			410,000	-	-	-	-		
-	-	-	CONTINGENCY - UNRESERVED			-	-	-	-	-		
8,386	326,284	102,514	TOTAL EXPENDITURES			5,285,500	674,450	16,507,500	16,427,500	16,427,500	210.8%	11,142,000
605,512	541,702	637,367	REVENUES OVER (UNDER) EXPENDITURES			-	265,456	-	-	-		-

TOWN OF CULPEPER, VA
Wastewater - Fund Summary
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15			FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 % INCR.	FY17 \$ INCR.
			OPERATING FUND:								
3,570,370	4,399,597	4,203,106	TOTAL W/W REVENUES / OTHER SOURCES		5,275,268	4,456,000	5,431,416	5,431,416	5,431,416	3.0%	156,148
2,598,963	2,751,257	2,819,740	4700	TREATMENT	3,204,388	3,058,459	3,373,016	3,373,016	3,373,016	5.3%	168,628
466,180	477,891	271,429	4800	COLLECTION	399,580	358,773	400,520	400,520	400,520	0.2%	940
775,517	2,176,104	2,047,585	9900	DEBT SERVICE	1,544,040	1,544,040	1,530,621	1,530,621	1,530,621	-0.9%	(13,419)
104,385	-	125,154	9950	TRANSFERS	127,260	127,260	127,260	127,260	127,260	0.0%	-
-	-	-	9990	CONTINGENCY	-	-	-	-	-	-	-
3,945,044	5,405,253	5,263,908	TOTAL EXPENDITURES		5,275,268	5,088,532	5,431,416	5,431,416	5,431,416	3.0%	156,148
REVENUES OVER (UNDER) EXPENDITURES					-	(632,532)	-	-	-	-	-
			CAPITAL FUND:								
892,042	1,285,597	1,081,038	TOTAL W/W CAPITAL FUND REVENUES		1,315,000	1,329,000	1,545,000	1,545,000	1,545,000	17.5%	230,000
(1)	5,940	5,862	8942	Automated Meter Reading	-	-	-	-	-	-	-
99,830	-	(0)	9030	I & I Rehabilitation Project	300,000	300,000	100,000	100,000	100,000	-66.7%	(200,000)
-	-	-	9035	Major Process Equip Upgrade - WPCF	50,000	50,000	50,000	50,000	50,000	0.0%	-
-	-	-	9065	Vehicle & Equipment Replacement	-	-	120,000	75,000	75,000	-	75,000
-	-	-	9950	Transfer to Operations	965,000	-	1,275,000	1,320,000	1,320,000	36.8%	355,000
-	-	-	CONTINGENCY - RESERVED/UNRESERVED		-	-	-	-	-	-	-
99,829	5,940	5,862	TOTAL EXPENDITURES		1,315,000	350,000	1,545,000	1,545,000	1,545,000	17.5%	230,000

TOWN OF CULPEPER, VA
Wastewater - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15							<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
4700 WASTEWATER - TREATMENT															
PERSONNEL - WAGES & BENEFITS															
654,442	641,398	678,231		5010	Salaries			794,320	794,320	830,234	830,234	830,234	4.5%	35,914	
41,438	54,923	57,214		5020	Salaries - Overtime			45,000	45,000	45,000	45,000	45,000	0.0%	-	
-	-	-		5040	Salaries - Contingency			-	-	-	-	-	-	-	
4,362	-	-		5099	Accrued Salaries / Leave			-	-	-	-	-	-	-	
37,638	37,405	39,178		5110	Social Security Tax			49,247	49,247	51,475	51,475	51,475	4.5%	2,228	
8,802	8,748	9,163		5120	Medicare Tax			11,518	11,518	12,038	12,038	12,038	4.5%	520	
94,348	74,095	120,380		5130	Health Insurance			111,694	111,694	118,601	118,601	118,601	6.2%	6,907	
102,012	79,631	79,571		5140	VRS Retirement			94,266	94,266	88,088	88,088	88,088	-6.6%	(6,178)	
6,323	5,996	7,176		5145	VRS Group Life Insurance			8,932	8,932	10,876	10,876	10,876	21.8%	1,944	
12,182	11,118	13,302		5160	Worker's Comp. Insurance			19,742	19,742	21,675	21,675	21,675	9.8%	1,933	
								-	-	-	-	-	-	-	
SERVICES - PURCHASED, SHARED, INTERNAL															
-	-	34		5210	Health & Medical Services			500	-	-	-	-	-	-100.0%	
1,085	-	-		5214	Consulting Services			30,000	15,000	15,000	15,000	15,000	-50.0%	(15,000)	
1,267	-	-		5216	Engineering Services			35,000	30,000	30,000	30,000	30,000	-14.3%	(5,000)	
14,744	22,052	29,985		5217	Lab Testing			26,000	26,000	30,000	30,000	30,000	15.4%	4,000	
-	-	-			<i>Qrtly. Sludge Testing</i>			-	-	-	-	-	-	-	
-	-	-			<i>Final Effluent</i>			-	-	-	-	-	-	-	
-	-	-			<i>Hardness/Metals</i>			-	-	-	-	-	-	-	
-	-	-			<i>Pretreatment Testing</i>			-	-	-	-	-	-	-	
-	-	-			<i>Final Effluent Weekly</i>			-	-	-	-	-	-	-	
-	-	-			<i>Testing</i>			-	-	-	-	-	-	-	
-	-	-			<i>Misc. Including Bioassay</i>			-	-	-	-	-	-	-	
4,010	3,244	3,070		5218	Legal Services			5,000	5,000	5,000	5,000	5,000	0.0%	-	
					<i>VAMWA</i>			-	-	-	-	-	-	-	
					<i>Nutrient Trading</i>			-	-	-	-	-	-	-	
-	-	3,991		5230	R&M - Buildings & Grounds			1,000	5,000	5,000	5,000	5,000	400.0%	4,000	
14,839	20,112	16,739		5235	R&M - Plant			20,000	20,000	20,000	20,000	20,000	0.0%	-	
25,207	77,496	23,102		5238	R&M - Infrastructure			95,000	75,000	300,000	300,000	300,000	215.8%	205,000	
-	-	-			<i>Piping, yard hydrants, tank</i>			-	-	-	-	-	-	-	
-	-	-			<i>repairs, compressor repairs,</i>			-	-	-	-	-	-	-	
-	-	-			<i>lagoon repairs, structure</i>			-	-	-	-	-	-	-	
-	-	-			<i>repairs</i>			-	-	-	-	-	-	-	
60,623	122,683	53,149		5240	R&M - Equipment			85,000	85,000	85,000	85,000	85,000	0.0%	-	
-	-	-			<i>Pumps & Rebuild</i>			-	-	-	-	-	-	-	
-	-	-			<i>Glycerin Pump Replacement</i>			-	-	-	-	-	-	-	
-	-	-			<i>Centrifuge Rebuild</i>			-	-	-	-	-	-	-	
-	-	-			<i>Lab Equipment Replacement</i>			-	-	-	-	-	-	-	

TOWN OF CULPEPER, VA
Wastewater - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15								<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
-	-	270		6010	Lodging					500	1,000	1,000	1,000	1,000	100.0%	500
15	-	71		6015	Meals					250	1,000	1,000	1,000	1,000	300.0%	750
266	-	-		6018	Travel					400	-	-	-	-	-100.0%	
										-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
9,054	15,459	11,214		6210	Dues & Assoc. Memberships					10,822	11,000	11,000	11,000	11,000	1.6%	178
-	-	-			<i>Permit Maintenance Fees</i>					-	-	-	-	-		
-	-	-			<i>VWWA Annual Assessment fees</i>					-	-	-	-	-		
-	-	-			<i>WEF</i>					-	-	-	-	-		
					<i>W/W Operator License Renewals</i>					-	-	-	-	-		
					<i>New Operator Licenses</i>					-	-	-	-	-		
3,005	6,596	6,661		6220	Bank Fees					4,000	4,439	4,500	4,500	4,500	12.5%	500
-	-	-		6299	Miscellaneous					-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
										-	-	-	-	-		
1,626	2,586	2,321		6510	Office Supplies					2,500	2,000	2,000	2,000	2,000	-20.0%	(500)
1,209	1,227	1,823		6540	Janitorial Supplies					2,000	1,500	1,500	1,500	1,500	-25.0%	(500)
9,934	9,704	6,020		6550	Vehicle Fuels					13,000	7,000	7,000	7,000	7,000	-46.2%	(6,000)
28,832	15,080	5,149		6552	Fuel Oil					30,000	20,000	20,000	20,000	20,000	-33.3%	(10,000)
1,448	6,827	11,685		6555	Lube Oil					21,000	10,000	10,000	10,000	10,000	-52.4%	(11,000)
7,932	9,287	10,338		6560	Vehicle & Equipment Supplies					5,500	5,500	5,500	5,500	5,500	0.0%	-
200	200	365		6570	Uniform Purchases and Wearing Apparel					500	1,935	2,000	2,000	2,000	300.0%	1,500
238	492	144		6580	Books, Subscriptions & Education					500	250	250	250	250	-50.0%	(250)
257,902	256,858	264,355		6610	Chemicals					346,500	275,000	275,000	275,000	275,000	-20.6%	(71,500)
					<i>Carbon Source</i>					-	-	-	-	-		
					<i>Aluminum Sulfate</i>					-	-	-	-	-		
					<i>Sodium Bicarbonate</i>					-	-	-	-	-		
					<i>Centrifuge Polymer</i>					-	-	-	-	-		
					<i>Belt Press Polymer</i>					-	-	-	-	-		
					<i>Sodium Hypochlorite</i>					-	-	-	-	-		
32,176	36,920	32,114		6650	Laboratory Supplies					40,000	40,000	40,000	40,000	40,000	0.0%	-
					<i>HACH supplies</i>					-	-	-	-	-		
					<i>IDEXX Bacteriological Supplies</i>					-	-	-	-	-		
					<i>ERA Standards/QC</i>					-	-	-	-	-		
-	-	-			<i>Chemicals/Supplies</i>					-	-	-	-	-		
-	-	-			<i>Filters/Standards</i>					-	-	-	-	-		
4,925	6,779	9,199		6660	Operating Supplies					7,000	7,000	7,000	7,000	7,000	0.0%	-
					<i>Miscellaneous operating/safety supplies</i>					-	-	-	-	-		
1,341	1,952	2,608		6670	Small Tools					5,000	3,500	3,500	3,500	3,500	-30.0%	(1,500)
-	-	-			<i>Non-sparking tools</i>					-	-	-	-	-		
-	-	-			<i>Misc.</i>					-	-	-	-	-		
-	-	-		6999	Budget Adjustments					-	-	-	-	-		

TOWN OF CULPEPER, VA
Wastewater - Operating
FY17 DRAFT BUDGET

<u>Actual</u> <u>FY13</u>	<u>Actual</u> <u>FY14</u>	<u>Actual</u> <u>FY15</u>					<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
							-	-	-	-	-		
			CAPITAL OUTLAYS				-	-	-	-	-		
-	-	-		7100	Buildings & Improvements		-	-	-	-	-		
7,414	7,888	9,848		7200	Machinery & Equipment		30,000	45,000	45,000	45,000	45,000	50.0%	15,000
4,277	8,435	1,607		7600	Computer Equipment		4,000	5,000	5,000	5,000	5,000	25.0%	1,000
2,454	132	7,835		7650	Computer Software		12,000	-	-	-	-	-100.0%	
			SALARY ADJUSTMENT (4700)										
				2% Merit Increase									
				Salaries					16,336	16,336	16,336		16,336
2,598,963	2,751,257	2,819,740	WASTEWATER TREATMENT				3,204,388	3,058,459	3,373,016	3,373,016	3,373,016	5.3%	168,628

TOWN OF CULPEPER, VA
Wastewater - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15							<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
4800 - WASTEWATER COLLECTION															
PERSONNEL - WAGES & BENEFITS															
221,363	236,694	122,358		5010	Salaries			157,448	157,448	185,754	185,754	185,754	185,754	18.0%	28,306
32,748	17,453	8,311		5020	Salaries - Overtime			20,000	20,000	20,000	20,000	20,000	20,000	0.0%	-
-	-	-		5030	Salaries - Part-Time			7,000	7,000	11,000	11,000	11,000	11,000	57.1%	4,000
(6,854)	-	-		5099	Accrued Salaries / Leave			-	-	-	-	-	-	-	-
13,532	15,605	7,674		5110	Social Security Tax			9,762	9,762	11,517	11,517	11,517	11,517	18.0%	1,755
3,766	3,649	1,795		5120	Medicare Tax			2,283	2,283	2,693	2,693	2,693	2,693	18.0%	410
35,336	10,262	17,317		5130	Health Insurance			23,630	23,630	31,054	31,054	31,054	31,054	31.4%	7,424
33,176	26,195	8,773		5140	VRS Retirement			19,390	19,390	19,709	19,709	19,709	19,709	1.6%	319
2,009	2,485	781		5145	VRS Group Life Insurance			1,874	1,874	2,433	2,433	2,433	2,433	29.8%	559
3,805	5,872	9,328		5160	Worker's Comp. Insurance			6,273	6,273	8,008	8,008	8,008	8,008	27.7%	1,735
SERVICES - PURCHASED, SHARED, INTERNAL															
-	-	122		5210	Health & Medical Services			-	-	-	-	-	-	-	-
-	-	-		5215	Contractual Services			-	-	-	-	-	-	-	-
-	-	-		5216	Engineering Services			-	-	-	-	-	-	-	-
8,806	10,824	6,716		5238	R&M - Infrastructure			25,000	25,000	25,000	25,000	25,000	25,000	0.0%	-
236	9,021	1,779		5240	R&M - Equipment			1,800	1,800	1,800	1,800	1,800	1,800	0.0%	-
-	1,630	978		5245	R&M - Vehicle			1,000	1,000	1,000	1,000	1,000	1,000	0.0%	-
290	-	-		5249	R&M - Misc. / Other			-	-	-	-	-	-	-	-
-	5,899	900		5250	Maintenance Service Contract			11,700	7,000	7,000	7,000	7,000	7,000	-40.2%	(4,700)
-	-	-		5310	Advertising			250	-	-	-	-	-	-100.0%	-
1,351	1,425	852		5350	Uniform Rentals			1,000	1,000	1,000	1,000	1,000	1,000	0.0%	-
38,076	41,968	-		5510	Salary & Benefits Payment			35,000	-	-	-	-	-	-100.0%	-
16,080	16,125	16,500		5550	Motor Pool			14,000	14,000	14,000	14,000	14,000	14,000	0.0%	-
OTHER CHARGES															
3,755	4,363	3,858		5610	Electrical Services			3,200	3,200	3,200	3,200	3,200	3,200	0.0%	-
1,483	2,484	2,083		5620	Heating Services			1,000	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	-	-		5670	Miss Utility Telephone Line			-	-	-	-	-	-	-	-
1,385	1,786	1,921		5675	Miss Utility Tickets			2,000	2,000	2,000	2,000	2,000	2,000	0.0%	-
6,825	9,273	5,770		5720	Telecommunications			5,500	5,500	5,500	5,500	5,500	5,500	0.0%	-
250	250	257		5830	Contractor's Equipment Insurance			260	265	270	270	270	270	3.8%	10
2,418	2,854	3,953		5840	Motor Vehicle Insurance			4,000	4,385	4,500	4,500	4,500	4,500	12.5%	500
-	-	-		5850	License & Permit Bond			160	-	-	-	-	-	-100.0%	-
150	718	619		5920	Education & Training			500	500	500	500	500	500	0.0%	-
-	-	-		6010	Lodging			200	200	200	200	200	200	0.0%	-
174	67	13		6015	Meals			200	200	200	200	200	200	0.0%	-
-	87	-		6018	Travel			150	150	150	150	150	150	0.0%	-
MISCELLANEOUS ITEMS															

TOWN OF CULPEPER, VA
Wastewater - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15							<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
11,378	12,804	9,512		6295	Bad Debt Expense			-	-	-	-	-	-		
-	-	-		6299	Miscellaneous			-	-	-	-	-	-		
-	-	-	MATERIALS AND SUPPLIES												
412	736	555		6510	Office Supplies			400	400	400	400	400	400	0.0%	-
216	171	194		6540	Janitorial Supplies			200	200	200	200	200	200	0.0%	-
10,960	15,206	14,082		6550	Vehicle Fuels			15,500	15,500	15,500	15,500	15,500	15,500	0.0%	-
225	350	218		6555	Lube Oil			400	400	400	400	400	400	0.0%	-
8,240	11,966	10,973		6560	Vehicle & Equipment Supplies			10,000	10,000	10,000	10,000	10,000	10,000	0.0%	-
1,444	2,134	956		6570	Uniform Purchases and Wearing Apparel			1,500	1,000	1,000	1,000	1,000	1,000	-33.3%	(500)
1,479	3,275	3,013		6660	Operating Supplies			2,000	2,500	2,500	2,500	2,500	2,500	25.0%	500
3,279	3,689	6,836		6670	Small Tools			15,000	8,000	8,000	8,000	8,000	8,000	-46.7%	(7,000)
			CAPITAL OUTLAYS												
6,072	-	2,431		7200	Machinery & Equipment			-	5,913	-	-	-	-		
-	-	-		7300	Furniture and Fixtures			-	-	-	-	-	-		
1,418	-	-		7400	Communication Equipment			-	-	-	-	-	-		
-	-	-		7500	Motor Vehicles			-	-	-	-	-	-		
					<i>Unit 900 Lease residue purchase (moved to debt service)</i>										
898	571	-		7600	Computer Hardware			-	-	-	-	-	-		
-	-	-		7650	Computer Software			-	-	-	-	-	-		
			SALARY ADJUSTMENT (4800)												
					2% Merit Increase										
					Salaries					3,032	3,032	3,032	3,032		3,032
466,180	477,891	271,429	WASTEWATER COLLECTION					399,580	358,773	400,520	400,520	400,520	400,520	0.2%	940

TOWN OF CULPEPER, VA
Wastwater - Capital
FY17 DRAFT BUDGET

<u>Actual</u> <u>FY13</u>	<u>Actual</u> <u>FY14</u>	<u>Actual</u> <u>FY15</u>				<u>FY16</u> <u>ADOPTED</u>	<u>PROJECTED</u> <u>FY16</u>	<u>FY17</u> <u>DEPT</u> <u>REQUEST</u>	<u>FY17</u> <u>MGR</u> <u>OPT 1</u>	<u>FY17</u> <u>MGR</u> <u>OPT 2</u>	<u>FY17</u> <u>%</u> <u>INCR.</u>	<u>FY17</u> <u>\$</u> <u>INCR.</u>
-	-	-		7500	Vehicle Replacement	-	-	120,000	75,000	75,000		75,000
					<i>Sewerjet Trailer Mount</i>	75,000						
					<i>Replace Unit 960 - 3/4 ton p</i>	45,000						
-	-	-		7200	Machinery & Equipment	-	-	-	-	-		-
-	-	-			Vehicle & Equipment Replacement	-	-	120,000	75,000	75,000		75,000
-	-	-			9035 Major Process Equip Upgrade - WPCF							
					SERVICES - PURCHASED, SHARED, INTERNAL							
-	-	-		5216	Engineering Services	-	-	-	-	-		-
					CAPITAL OUTLAYS							
-	-	-		7200	Machinery & Equipment	50,000	50,000	50,000	50,000	50,000	0%	-
-	-	-			Major Process Equip Upgrade	50,000	50,000	50,000	50,000	50,000	0%	-
					9950 Transfer to Operations							
-	-	-		9960	Transfer	965,000	-	1,275,000	1,320,000	1,320,000	37%	355,000
-	-	-			Transfer to Operations	965,000	-	1,275,000	1,320,000	1,320,000	37%	355,000
99,830	-	(0)			<i>sub-total all capital projects</i>	1,315,000	350,000	1,545,000	1,545,000	1,545,000	17%	230,000
					9990 CONTINGENCY - UNRESERVED							
-	-	-		9990	Contingency-Reserved	-	-	-	-	-		-
-	-	-			Unreserved	-	-	-	-	-		-
-	-	-			CONTINGENCY	-	-	-	-	-		-
99,830	-	(0)			TOTAL EXPENDITURES	1,315,000	350,000	1,545,000	1,545,000	1,545,000	17%	230,000

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual							FY17	FY17	FY17	FY17	FY17	FY17
FY13	FY14	FY15							DEPT	MGR	MGR	%	\$	
									REQUEST	OPT 1	OPT 2	INCR.	INCR.	
									ADOPTED	PROJECTED				
									FY16	FY16				
533	520	128		6510	Office Supplies			500	500	500	500	500	0.0%	-
-	-	-		6530	Medical Supplies			-	-	-	-	-		
-	-	-		6540	Janitorial Supplies			-	-	-	-	-		
1,890	1,982	1,879		6550	Vehicle Fuels			-	700	1,000	1,000	1,000		1,000
-	-	-		6560	Vehicle & Equipment Supplies			2,500	1,500	1,500	1,500	1,500	-40.0%	(1,000)
300	-	-		6570	Uniform Purchases and Wearing Apparel			100	125	125	125	125	25.0%	25
-	-	-		6580	Books, Subscriptions & Education			-	-	-	-	-		
-	-	-		6660	Operating Supplies			200	200	200	200	200	0.0%	-
-	-	-						-	-	-	-	-		
-	-	-			CAPITAL OUTLAYS			-	-	-	-	-		
-	-	-		7400	Furniture & Fixtures			-	-	-	-	-		
-	-	-		7500	Motor Vehicles			-	-	-	-	-		
975	-	-		7600	Computer Hardware and Equipment			3,000	3,000	3,000	3,000	3,000	0.0%	-
-	-	-		7650	Computer software			500	500	500	500	500	0.0%	-
-	-	-						-	-	-	-	-		
-	-	-			SALARY ADJUSTMENT (5600)									
-	-	-			2% Merit Increase									
-	-	-			Salary					2,961	2,961	2,961		2,961
-	-	-												
804,041	879,582	873,667			ELECTRIC ADMINISTRATION			1,027,225	1,018,272	1,062,672	1,062,672	1,062,672	3.5%	35,447

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 % INCR.	FY17 \$ INCR.
5700-ELECTRIC GENERATION												
PERSONNEL - WAGES & BENEFITS												
185,907	160,318	112,718		5010	Salaries	157,674	157,674	88,642	88,642	88,642	-43.8%	(69,032)
					<i>Moved associate to 5800</i>							
7,833	1,918	2,233		5020	Salaries - Overtime	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	-	-		5040	Salaries - Contingency	-	-	-	-	-		
(5,012)	-	-		5099	Accrued Leave	-	-	-	-	-		
11,408	8,258	6,578		5110	Social Security Tax	9,776	9,776	5,496	5,496	5,496	-43.8%	(4,280)
2,668	1,931	1,538		5120	Medicare Tax	2,286	2,286	1,285	1,285	1,285	-43.8%	(1,001)
26,736	18,162	23,690		5130	Health Insurance	21,051	21,051	14,902	14,902	14,902	-29.2%	(6,149)
33,085	20,505	10,743		5140	VRS Retirement	19,820	19,820	9,405	9,405	9,405	-52.5%	(10,415)
2,150	1,527	834		5145	VRS Group Life Insurance	1,876	1,876	1,161	1,161	1,161	-38.1%	(715)
2,141	2,080	1,929		5160	Worker's Comp. Insurance	2,588	2,588	1,410	1,410	1,410	-45.5%	(1,178)
-	-	-										
SERVICES - PURCHASED, SHARED, INTERNAL												
-	-	-		5210	Health & Medical Services	-	-	-	-	-		
-	-	-		5216	Engineering Services	-	-	-	-	-		
-	-	-		5218	Legal Services	-	-	-	-	-		
-	8,018	24,806		5230	R&M - Buildings & Grounds	35,000	5,000	35,000	35,000	35,000	0.0%	-
-	-	-		5235	R&M - Plant	-	-	-	-	-		
4,722	52,712	221		5239	R&M - Engines	20,000	10,000	20,000	20,000	20,000	0.0%	-
589	677	5		5240	R&M - Equipment	8,000	8,000	8,000	8,000	8,000	0.0%	-
84	-	-		5245	R&M - Vehicle	-	-	-	-	-		
20	91	-		5249	R&M - Misc. / Other	-	-	-	-	-		
19,543	6,649	13,892		5250	Maintenance Service Contract	25,000	25,000	25,000	25,000	25,000	0.0%	-
-	-	-		5300	Printing and Binding	-	-	-	-	-		
-	-	-		5310	Advertising	-	-	-	-	-		
1,454	936	1,044		5350	Uniform Rentals	1,000	1,000	1,000	1,000	1,000	0.0%	-
-	-	-		5550	Motor Pool	-	-	-	-	-		
-	-	-		5555	Mowing, mulching & trimming	-	-	-	-	-		
-	-	-										
OTHER CHARGES												
-	-	-		5620	Heating Services	-	-	-	-	-		
-	-	-		5630	Water Services	-	-	-	-	-		
-	-	-		5640	Sewage Services	-	-	-	-	-		
-	-	-		5660	Disposal Fees	-	-	-	-	-		
-	7	6,220		5710	Postal Services	-	-	-	-	-		
7,365	6,865	1,364		5720	Telecommunications	1,000	1,000	1,000	1,000	1,000	0.0%	-
642	648	667		5810	Boiler & Machinery Insurance	687	687	708	708	708	3.0%	21
7,305	7,524	7,524		5820	Fire / Property Insurance	7,749	7,945	7,981	7,981	7,981	3.0%	232
2,500	2,500	2,575		5830	contractor's equipment insurance	2,652	2,652	2,732	2,732	2,732	3.0%	80
-	-	-		5840	Motor Vehicle Insurance	-	-	-	-	-		
10,656	11,658	12,124		5870	General Liability Insurance	12,487	12,546	12,862	12,862	12,862	3.0%	375
-	-	-		6010	Lodging	-	-	-	-	-		

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual							FY16	PROJECTED	FY17	FY17	FY17	FY17
FY13	FY14	FY15							ADOPTED	FY16	DEPT	MGR	MGR	%
											REQUEST	OPT 1	OPT 2	INCR.
														\$
														INCR.
-	-	-			6015	Meals			-	-	-	-	-	
-	-	-			6018	Travel			-	-	-	-	-	
-	-	-												
					MISCELLANEOUS ITEMS									
-	-	-			6210	Dues & Assoc. Memberships			-	-	-	-	-	
-	1,034	-			6220	Bank Fees			1,000	1,000	-	-	-	-100.0%
-	-	-			6295	Bad Debt Expense			-	-	-	-	-	
-	-	-												
					MATERIALS AND SUPPLIES									
-	-	-			6510	Office Supplies			-	-	-	-	-	
-	-	-			6530	Medical Supplies			-	-	-	-	-	
-	-	-			6540	Janitorial Supplies			-	-	-	-	-	
10,006	7,882	6,756			6550	Vehicle Fuels			-	-	-	-	-	
26,923	36,589	51,910			6552	Fuel Oil			75,000	75,000	75,000	75,000	75,000	0.0%
851	847	21			6555	Lube Oil			1,500	1,500	1,500	1,500	1,500	0.0%
-	-	-			6557	Natural Gas			-	-	-	-	-	
528	7	251			6560	Vehicle & Equipment Supplies			1,500	1,500	1,500	1,500	1,500	0.0%
980	876	-			6570	Uniform Purchases and Wearing Apparel			1,000	1,000	1,500	1,500	1,500	50.0%
-	860	-			6580	Books, Subscriptions & Education			7,500	7,500	7,500	7,500	7,500	0.0%
-	-	-			6610	Chemicals			-	-	-	-	-	
7,234,932	8,010,136	8,016,228			6620	Electricity Purchased			7,569,335	7,064,851	7,352,682	7,352,682	7,352,682	-2.9%
						<i>VMEA - GDS Projections</i>								(216,653)
40	-	5			6660	Operating Supplies			-	-	-	-	-	
-	434	2,594			6670	Small Tools			500	400	500	500	500	0.0%
-	-	-												
					CAPITAL OUTLAYS									
-	-	-			7040	Infrastructure			-	-	-	-	-	
-	-	-			7200	Machinery & Equipment			-	-	-	-	-	
-	-	-			7300	Furniture & Fixtures			-	-	-	-	-	
-	-	-			7400	Communications Equipment			-	-	-	-	-	
-	-	-			7600	Computer Hardware & Equipment			-	-	-	-	-	
-	-	-												
					SALARY ADJUSTMENT (5700)									
-	-	-				2% Merit Increase								
-	-	-				Salary					1,733	1,733	1,733	1,733
-	-	-												
7,596,056	8,371,645	8,308,470			ELECTRIC GENERATION									
									7,986,981	7,442,652	7,679,498	7,679,498	7,679,498	-3.8%
														(307,483)

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 %	FY17 \$ INCR.
1,963	3,567	16,341	5720	Telecommunications		10,000	10,000	10,000	10,000	10,000	0.0%	-
752	756	779	5810	Boiler & Machinery Insurance		802	802	826	826	826	3.0%	24
-	-	-	5820	Fire / Property Insurance		-	-	-	-	-	-	-
-	-	-	5830	Contractor's Equipment Insurance		-	-	-	-	-	-	-
6,370	6,370	8,822	5840	Motor Vehicle Insurance		9,086	9,752	9,359	9,359	9,359	3.0%	273
422	-	-	5870	General Liability Insurance		-	-	-	-	-	-	-
-	563	-	5920	Education & Training		1,000	1,000	2,500	2,500	2,500	150.0%	1,500
-	94	-	6010	Lodging		5,000	2,500	5,000	5,000	5,000	0.0%	-
240	1,212	634	6015	Meals		2,000	1,500	2,000	2,000	2,000	0.0%	-
-	-	-	6018	Travel		500	500	500	500	500	0.0%	-
25,140	41,069	19,982	6295	Bad Debt Expense		20,000	20,000	20,000	20,000	20,000	0.0%	-
-	-	-	6299	Miscellaneous		-	-	-	-	-	-	-
-	-	-										
-	-	-										
				MATERIALS AND SUPPLIES								
559	903	676	6510	Office Supplies		1,500	1,500	2,000	2,000	2,000	33.3%	500
185	5	269	6530	Medical Supplies		1,000	1,000	1,000	1,000	1,000	0.0%	-
405	981	802	6540	Janitorial Supplies		1,000	500	500	500	500	-50.0%	(500)
22,292	23,606	19,596	6550	Vehicle Fuels		35,000	25,000	35,000	35,000	35,000	0.0%	-
-	-	-		<i>Add'l. vehicle from 5700</i>								
1,146	943	267	6555	Lube Oil		800	900	1,000	1,000	1,000	25.0%	200
9,449	9,464	12,294	6560	Vehicle & Equipment Supplies		10,000	8,000	10,000	10,000	10,000	0.0%	-
6,553	6,123	8,791	6570	Uniform Purchases and Wearing Apparel		18,000	15,000	18,000	18,000	18,000	0.0%	-
-	-	-		<i>600 volt glove purchase</i>		-	-	-	-	-	-	-
6,714	5,522	7,980	6580	Books, Subscriptions & Education		20,000	15,000	20,000	20,000	20,000	0.0%	-
-	-	-		<i>Lineman school possible increase in rate</i>		-	-	-	-	-	-	-
(520)	6,806	8,622	6630	Meter Purchases		50,000	30,000	50,000	50,000	50,000	0.0%	-
-	-	-		<i>New meters TWACS</i>								
2,824	2,169	2,343	6660	Operating Supplies		3,000	3,000	3,500	3,500	3,500	16.7%	500
16,449	8,176	12,758	6670	Small Tools		30,000	25,000	30,000	30,000	30,000	0.0%	-
-	-	-		<i>Fault locator, Battery tools</i>								
-	4,498	-	6680	Traffic Signals & Signs		5,000	5,000	7,500	7,500	7,500	50.0%	2,500
-	-	-		<i>Add'l. work signs and cones</i>								
-	-	-										
				CAPITAL OUTLAYS								
-	-	-	7100	Buildings & Improvements								
6,546	49,832	6,268	7200	Machinery & Equipment		55,000	50,000	55,000	55,000	55,000	0.0%	-
-	-	-		<i>Trencher trailer, ground protection mats</i>		-	-	-	-	-	-	-
-	-	-		<i>Service Saver</i>		-	-	-	-	-	-	-
-	-	-	7500	Motor Vehicle		-	-	-	-	-	-	-
8,669	2,832	850	7600	Computer Equipment		5,000	5,000	5,000	5,000	5,000	0.0%	-
-	-	-		Misc. computer equip.		-	-	-	-	-	-	-
-	-	-	7650	Computer Software		1,000	1,000	1,000	1,000	1,000	0.0%	-

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual							FY17	FY17	FY17	FY17	FY17	FY17	
FY13	FY14	FY15							DEPT	MGR	MGR	%	\$		
									ADOPTED	PROJECTED	REQUEST	OPT 1	OPT 2	INCR.	
									FY16	FY16				INCR.	
-	-	-			7710	Electric System Upgrade			-	-	-	-	-		
(10,293)	(6,286)	71,579			7720	System Maintenance		50,000	50,000	50,000	50,000	50,000	50,000	0.0%	-
19,874	(4,184)	3,101			7730	Street & Yard Light Upgrades		25,000	30,000	35,000	35,000	35,000	35,000	40.0%	10,000
-	-	-			7740	Under grounding Overhead Line		-	-	-	-	-	-		
-	-	-			7750	Upgrade Primary Overhead Lines		-	-	-	-	-	-		
						SALARY ADJUSTMENT (5800)									
						2% Merit Increase									
						Salary				15,157	15,157	15,157	15,157		15,157
1,179,243	1,344,934	1,382,000				ELECTRIC DISTRIBUTION		1,771,099	1,636,865	1,894,041	1,894,041	1,894,041	1,894,041	6.9%	122,942

TOWN OF CULPEPER
Light & Power - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 % INCR.	FY17 \$ INCR.
9900-DEBT SERVICE												
-	950,428	905,514	9000	Depreciation Expense		-	-	-	-	-		
-	(0)	-	9500	Lease Payments - Principal		69,478	69,478	45,593	45,593	45,593	-34.4%	(23,885)
-	-	-		Unit 844	23,885	-	-	-	-	-		
-	-	-		Unit 846	45,593	-	-	-	-	-		
-	-	-	9503	2003 Refunding Bond Principal		-	-	-	-	-		
-	-	-	9508	2007B GOB \$6.25M Principal		-	-	-	-	-		
-	(1)	-	9509	2008 GOB - new lines		95,000	95,000	100,000	100,000	100,000	5.3%	5,000
-	-	-	9510	2020 GOB 19.25M Principal		154,430	154,430	158,264	158,264	158,264	2.5%	3,834
-	-	-	9512	2012A GO Bonds - Principal		95,000	95,000	95,000	95,000	95,000	0.0%	-
-	-	-	9580	2006 Water Loan to L/P		-	-	-	-	-		
-	-	-	9581	2007 Water Loan to L/P		-	-	-	-	-		
-	-	-	9582	2015 Water Loan to L/P		80,376	-	54,891	54,891	54,891	-31.7%	(25,485)
-	-	-	9599	Debt Principal Payments		-	-	-	-	-		
-	2,439	7,080	9600	Lease Payments - Interest		-	-	-	-	-		
541	46	-	9603	2003 Refunding Bond Interest		-	-	-	-	-		
-	-	-	9604	2004 GOB \$4.3M Interest		-	-	-	-	-		
31,556	-	-	9608	2007B GOB \$6.25M Interest		-	-	-	-	-		
47,420	76,305	73,233	9609	2008 GOB New lines		71,075	71,075	67,750	67,750	67,750	-4.7%	(3,325)
32,943	55,192	51,993	9610	2010 GOB 19.925M Interest		54,848	54,848	50,158	50,158	50,158	-8.6%	(4,690)
22,569	24,713	23,814	9612	2012A GO Bonds - Interest		41,843	41,843	39,848	39,848	39,848	-4.8%	(1,995)
-	-	-	9680	2006 L&P Loan Interest		-	-	-	-	-		
-	-	-	9681	2007 L & P Loan Interest		-	-	-	-	-		
-	-	-	9682	2015 Water Loan to L & P Interest		4,100	-	2,800	2,800	2,800	-31.7%	(1,300)
4,568	-	-	9703	Amortization of 2002 Bond		-	-	-	-	-		
-	-	-	9680	Water fund loan repmt \$600K		-	-	-	-	-		
-	-	-	9681	Water fund loan repmt \$1800K		-	-	-	-	-		
139,597	1,109,121	1,061,635	DEBT SERVICE			666,150	581,674	614,304	614,304	614,304	-7.8%	(51,846)
9925-DEPRECIATION												
-	-	-	9925	Depreciation		-	-	-	-	-		
DEPRECIATION												
9950-TRANSFERS												
381,575	392,351	402,928	9950	Transfer Elec. to G/F - PILOT		366,603	366,603	364,700	364,700	364,700	-0.5%	(1,903)
-	-	-	9960	Transfer to Capital Fund		402,042	870,344	541,464	541,464	541,464	34.7%	139,422
381,575	392,351	402,928	TRANSFERS			768,645	1,236,947	906,164	906,164	906,164	17.9%	137,519
9990-CONTINGENCY - UNRESERVED												
-	-	-	9990	Contingency - Unreserved		-	-	-	-	-		

TOWN OF CULPEPER
Cemetery Perpetual Care - Fund Summary
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	FY17	FY17
FY13	FY14	FY15				ADOPTED	FY16	DEPT	MGR	MGR	%	\$
								REQUEST	OPT 1	OPT 2	INCR.	INCR.
OPERATING FUND:												
TOTAL CEMETERY PERPETUAL CARE FUND REVENUES												
638,704	703,499	54,754				769,500	-	771,500	771,500	771,500	0.3%	2,000
TOTAL EXPENDITURES												
638,704	703,500	-	9990	CONTINGENCY		769,500	-	771,500	771,500	771,500	0.3%	2,000
638,704	703,500	-				769,500	-	771,500	771,500	771,500	0.3%	2,000

TOWN OF CULPEPER
Cemetery Perpetual Care - Operating
FY17 DRAFT BUDGET

Actual FY13	Actual FY14	Actual FY15				FY16 ADOPTED	PROJECTED FY16	FY17 DEPT REQUEST	FY17 MGR OPT 1	FY17 MGR OPT 2	FY17 % INCR.	FY17 \$ INCR.	
			RESERVE BALANCES										
598,758	638,704	-		3100	Reserves	733,000	-	735,000	735,000	735,000	0.3%	2,000	
			REVENUE FROM USE OF MONEY										
1,255	879	570		4360	Interest on Investments	1,500	-	1,500	1,500	1,500	0.0%	-	
			MISCELLANEOUS										
	63,917	38,600		4502	Cemetery Lot Sales	35,000	-	35,000	35,000	35,000	0.0%	-	
38,691	-	15,584		4504	Contributions	-	-	-	-	-			
					60% Projected Lot Sales								
638,704	703,499	54,754	TOTAL REVENUES / OTHER SOURCES				769,500	-	771,500	771,500	771,500	0.3%	2,000
			9990 CONTINGENCY										
638,704	703,500	-		9990	Contingency	769,500	-	771,500	771,500	771,500	0.3%	2,000	
638,704	703,500	-	CONTINGENCY				769,500	-	771,500	771,500	771,500	0.3%	2,000
638,704	703,500	-	TOTAL EXPENDITURES				769,500	-	771,500	771,500	771,500	0.3%	2,000
												-	

TOWN OF CULPEPER
Parking Authority - Fund Summary
FY17 DRAFT BUDGET

Actual	Actual	Actual				FY16	PROJECTED	FY17	FY17	FY17	FY17	FY17
FY13	FY14	FY15				ADOPTED	FY16	DEPT	MGR	MGR	%	\$
								REQUEST	OPT 1	OPT 2	INCR.	INCR.
OPERATING FUND:												
47,083	51,617	44,582	TOTAL PARKING AUTHORITY FUND REVENUES			98,395	98,395	94,775	94,775	94,775	-3.7%	(3,620)
39,368	60,247	51,532		8700	PARKING AUTHORITY	98,395	98,421	94,775	94,775	94,775	-3.7%	(3,620)
-	-	-		9990	CONTINGENCY	-	-	-	-	-		
39,368	60,247	51,532	TOTAL EXPENDITURES			98,395	98,421	94,775	94,775	94,775	-3.7%	(3,620)

TOWN OF CULPEPER
Parking Authority - Operating
FY17 DRAFT BUDGET

Actual	Actual	Actual								FY17	FY17	FY17	FY17	FY17		
FY13	FY14	FY15								DEPT	MGR	MGR	%	\$		
										REQUEST	OPT 1	OPT 2	INCR.	INCR.		
-	-	-								-	-	-				
-	-	-								-	-	-				
-	-	-								-	-	-				
-	-	-								-	-	-				
-	-	-								-	-	-				
-	-	-								-	-	-				
-	-	-								-	-	-				
39,368	60,247	51,532								98,395	98,421	94,775	94,775	94,775	-3.7%	(3,620)
PARKING AUTHORITY																

