

Agenda

Budget Worksession

January 21, 2015

| | |
|---|------------|
| • General Fund Revenue from local taxes | 8,804,085 |
| • General Fund Expenditure requests over FY15 (Includes capital and new positions) | 16,482,058 |
| • General Fund positions requested | 4,286,153 |
| • Total Capital requested | 6,381,404 |

Attachments

- FY 2015-2016 Budget Summary
- Capital Request Summary
- List of New Positions Requested
- Outside Agency Request List
- Preliminary Funding Scenarios

Upcoming Budget Worksessions

- Calendar attached
- Dates have been placed on calendar on IPADs

FY 2015-2016 BUDGET SUMMARY - GENERAL FUND

| <u>Dept Code</u> | <u>Department</u> | <u>2014-2015 Original Budget</u> | <u>2015-2016 Proposed Budget</u> | <u>Difference</u> | <u>Significant Budget Changes</u> | <u>Increase (Decrease)</u> |
|------------------|-------------------------|--|--|-------------------|--|--|
| 1101 | Board of Supervisors | 248,336 | 264,742 | 16,406 | Salaries and Fringes - includes \$0.50 per hour increase for P/T Receptionist Professional Services Printing and Binding Cable Channel PEG Funds - Repair/Maint/Purchase of Equipment for BOS Room Cable Channel Broadcasts Travel Dues & Assoc. Memberships - VACo & NACo Dues | 5,256 1,000 250 7,000 400 2,500 |
| 1201 | County Administrator | 702,539 | 763,864 | 61,325 | Salaries and Fringes Repair & Maint. - Vehicle Printing and Binding Central Stores - Gasoline Postage and Telephone Motor Vehicle Insurance Travel | 61,025 (400) 100 (400) 1,000 (500) 500 |
| 1202 | County Attorney | 239,668 | 255,635 | 15,967 | Salaries and Fringes - Includes summer Legal Intern \$6,000 | 15,967 |
| 1203 | Human Resources | 320,309 | 378,079 | 57,770 | Salaries and Fringes NEW POSITION - HR ADMINISTRATOR - \$45,948 Professional Services Office Supplies Books and Subscriptions Other Operating Supplies Other Expenses - Years of Service Awards | 56,064 249 (125) (368) (50) 2,000 |
| 1208 | Independent Auditor | 66,000 | 66,000 | 0 | | |
| 1209 | Commissioner of Revenue | 1,200,010 | 1,263,875 | 63,865 | Salaries and Fringes - includes \$4,000 increase for | 59,415 |

| Dept Code | Department | 2014-2015 Original Budget | 2015-2016 Proposed Budget | Difference | Significant Budget Changes | Increase (Decrease) |
|-----------|--------------|---------------------------|---------------------------|------------|--|---|
| | | | | | Assessor I after trial period Other Contractual Services Central Stores Gasoline Postage and Telephone Motor Vehicle Insurance Office Supplies - includes \$1,600 IT Equipment Vehicle - Tires & Parts Books and Subscriptions Travel Dues & Memberships | 800 200 1,000 200 2,400 150 (200) 500 (600) |
| 1210 | Reassessment | 193,948 | 341,645 | 147,697 | Salaries and Fringes NEW POSITION ASSESSOR I - \$62,172 TWO NEW P/T ASSESSORS - \$36,000 Repair & Maintenance - Vehicle Gasoline Postage and Telephone Motor Vehicle Insurance Office Supplies - includes IT equipment for new hires Books and Subscriptions New 4x4 Pickup truck | 116,597 700 (400) (1,400) (200) 4,200 200 28,000 |
| 1213 | Treasurer | 1,179,735 | 1,264,648 | 84,913 | Salaries and Fringes Professional Services- Admin expenses for sale of real estate Professional Services- DMV-VRW Stops Advertising Postage and Telephone Office Supplies Travel Dues & Memberships Folder/Insertter | 34,813 18,000 (20,500) 1,000 2,000 4,000 500 100 45,000 |
| 1214 | Finance | 763,469 | 784,927 | 21,458 | Salaries and Fringes Repair & Maintenance - Equipment | 26,493 (250) |

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|------------------|------------------------|--|--|-------------------|---|--|
| | | | | | Maintenance Service Contracts Printing and Binding Advertising Central Stores - Copies Postage and Telephone Office Supplies Uniforms Other Operating Supplies | (385) (1,000) (2,000) (600) (300) (3,000) (500) 3,000 |
| 1220 | Information Technology | 1,191,998 | 1,309,390 | 117,392 | Salaries and Fringes Professional Services - includes VMware support contract/ licensing \$15,000; Exploration of departmental ERP, time management software \$30,000 Repair & Maintenance - Network Equip. Maintenance Service Contracts Maintenance Service Contracts - GIS Office Supplies - Refresh Program Other Operating Supplies - GIS - Building Footprint data update/partnership with state GIS Dues & Memberships IT Equipment - Two large format printers/scanners IT Equipment - Dell Equallogic iSCSI storage 48TB capacity to support system backups - 5yr onsite warranty | 18,823 22,105 150 6,880 (35,442) 51,906 9,000 (350) 12,320 32,000 |
| 1222 | M. I. S. | 523,810 | 556,463 | 32,653 | Salaries and Fringes Professional Services Repair & Maintenance - Equipment Maintenance Service Contracts Internet Access Office Supplies - includes replacement of tax billing printer Other Operating Supplies IT Software and Maintenance IT Equipment - Replace UPS Battery Backup (Iseries, Treasurer, COR) | 13,148 1,175 2,000 (11,785) 1,020 1,000 (4,800) 1,895 29,000 |

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|------------------|-------------------|----------------------------------|----------------------------------|-------------------|--|---|
| 1224 | Other | 1,935,084 | 2,432,012 | 496,928 | Professional Services - Lobbying Maintenance Service Contracts Other Contractual Services - Lease for employee parking Public Officials Liability Insurance - possible increase Line of Duty - possible increase in premium Other Expenses - Awards Banquet Other Expenses - Includes retire health insurance expense Blue Ridge Legal Services - cut in FY15; FY16 request NW Works - increase in contribution request Access Independence - increase in contribution request Discovery Museum - cut in FY15; FY16 request MPO - increase in request Big Brothers Big Sisters - NEW REQUEST Bluemont Concert Series - NEW REQUEST CLEAN, Inc. - increase in contribution request Airport Operating Contribution - Total = \$62,995 CSA Fund transfer - Total = \$1,167,482 Our Health - \$20,000 contribution approved after July 1; FY 2016 request is \$25,000 Lease/Rent of Equipment | 14,000 100 3,200 2,000 12,000 2,800 76,200 5,756 1,500 475 25,000 8,500 10,000 8,000 5,000 9,817 286,980 25,000 600 |
| 1301 | Electoral Board | 106,413 | 392,069 | 285,656 | Salaries and Fringes Repair & Maintenance - Equipment Maintenance Service Contracts Other Contractual Services Office Supplies New voting machines and equipment | 781 2,000 1,000 (940) 1,050 281,765 |
| 1302 | Registrar | 162,769 | 171,575 | 8,806 | Salaries and Fringes Postage and Telephone Office Supplies | 7,286 1,200 320 |
| 2101 | Circuit Court | 61,300 | 76,300 | 15,000 | Other Contractual - Jury Management Program | 15,000 |

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|------------------|------------------------|----------------------------------|----------------------------------|-------------------|---|--|
| 2102 | General District Court | 15,926 | 31,718 | 15,792 | Requested supplements to staff salaries: 11 employees x \$2,400 supplement each = \$26,400 split 50-50 with City of Winchester = \$13,200 Repair & Maintenance - Equipment Contractual Services Postage and Telephone Office Supplies Uniforms Books and Subscriptions Travel Lease/Rent of Equipment | 13,200 200 920 (78) 350 400 100 200 500 |
| 2105 | J & D Court | 19,785 | 33,550 | 13,765 | Requested supplements to staff salaries: 8 employees x \$2,400 supplement each = \$19,200 split 50-50 with City of Winchester = \$9,600 Other Contractual Services Office Supplies Uniforms Books and Subscriptions Travel Dues & Memberships Lease/Rent of Equipment | 9,533 1,032 500 300 200 1,000 200 1,000 |
| 2106 | Clerk of Circuit Court | 741,447 | 762,858 | 21,411 | Salaries and Fringes Printing and Binding Other Contractual Services Office Supplies Supreme Court TTF Grant - equipment & backscanning Travel | 33,288 5,298 (23) 344 (18,496) 1,000 |
| 2108 | Law Library | 12,000 | 12,000 | 0 | | |

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|-----------|-----------------------|---------------------------|---------------------------|------------|---|---|
| 2201 | Commonwealth Attorney | 1,296,557 | 1,374,300 | 77,743 | Salaries and Fringes- includes \$3,000 increase for Asst. Comm. Attorney & \$5,000 Education Assistance in fringes Professional Services Maintenance Serv. Contract - Case Mgmt. System Printing and Binding Postage and Telephone Surety Bonds Vehicle - Tires & Parts Other Operating Supplies Motor Vehicles - Replace Investigator's vehicle | 27,648 4,000 9,000 750 (3,400) 45 (100) (200) 40,000 |
| 2202 | Victim Witness | 126,070 | 130,572 | 4,502 | Salaries and Fringes | 4,502 |
| 3102 | Sheriff | 11,241,515 | 13,631,463 | 2,389,948 | Salaries and Fringes 16 NEW DEPUTIES & 1 AFIS EXAMINER = \$965,234; increase of \$93,022 in part-time/extra help Professional Health Serv. Includes \$8,160 for new positions Professional Services Repair and Maintenance - Equipment Repair and Maintenance - Vehicle Maintenance Service Contracts Printing and Binding Other Contractual Services Gasoline Utilities Postage and Telephone Internet Access Fire Insurance Auto Insurance Surety Bonds Office Supplies - includes Full Disk Encryption for laptops; 10 docking stations; software for I2 computer program Dog Food Vehicle and Powered Equipment - includes equip. for 16 new | 1,283,215 8,220 (650) 980 (31,180) 56,548 2,433 10,303 53,601 48 6,136 947 (141) 4,010 12 15,209 5,345 159,136 |

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|--------------|-----------------------|---------------------------------|---------------------------------|------------|--|---|
| | | | | | units for new deputies and 17 replacement vehicles Vehicle Fuels and Lubricants - Propane vehicles Police Supplies - ammunition for required qualifications; Electronic Gun Racks for 122 vehicles; supplies for new veh. Police Supplies - Dive Team Police Supplies - ERT/Search & Rescue Uniforms - includes for 16 new deputies Uniforms - Dive & ERT Other Operating Supplies Drug Program Travel Travel - Extradition/Transport Dues & Memberships Machinery & Equipment Thermal Imagers - \$7,140 x 3 units = \$21,420 Automated Fingerprint ID System \$75,000 Scene Scope Digital Imager \$22,049 Computerized Polygraph Instrument \$7,000 Motor Vehicles - Total = \$948,675 Cruisers - Marked - \$26,571 x 10 = \$265,710 Cruisers - Unmarked - \$26,571 x 4 = \$106,284 F150 Truck - Animal Control = \$24,591 4 x 4's - Ford Explorers \$25,977 x 2 = \$51,954 Tactical/Hostage Negotiation Vehicle = \$75,000 16 new cruisers for 16 new deputies = \$425,136 | (8,912) 135,313 290 8,150 35,268 (16,100) (1,460) 800 10,635 (13,463) 840 125,469 538,946 |
| 3202 | Volunteer Fire Depts. | 842,560 | 999,765 | 157,205 | \$1 per capita increase for each department Increase to cover cost of volunteer accident policy Training Emergency Services Fire Program Response Unit Supplement | 85,510 32,745 13,200 20,000 5,750 |
| 3203 | Ambulance & Rescue | 395,200 | 396,800 | 1,600 | Increase in contribution request-Lord Fairfax EMS Council | 1,600 |

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|------------------|-----------------------------|----------------------------------|----------------------------------|-------------------|--|--|
| 3301 | Public Safety Contributions | 5,467,925 | 5,460,959 | (6,966) | Juvenile Detention Center Contribution NRADC Contribution - total = \$5,038,708 | (54,190) 47,224 |
| 3303 | Juvenile Court Probation | 141,780 | 157,325 | 15,545 | Salaries and Fringes includes new part-time office staff of \$7,800 Other Contractual Services Postage and Telephone Office Supplies-includes new desks & chairs for office move | 11,905 600 40 3,000 |
| 3401 | Inspections | 1,090,017 | 1,214,781 | 124,764 | Salaries and Fringes Maintenance Service Contracts Gasoline Motor Vehicle Insurance Uniforms Books and Subscriptions Other Operating Supplies Motor Vehicles - replacement of two high mileage trucks Lease/Rent of Equipment - Lease for new copier to replace old copier | 70,871 309 (1,500) 1,000 (300) (2,000) 850 52,000 3,534 |
| 3505 | Fire and Rescue | 7,871,989 | 14,421,716 | 6,549,727 | Salaries and Fringes INCLUDES 49 NEW FIREFIGHTERS, 2 TRAINING OFFICERS, 1 SECRETARY, 1 HEALTH/SAFETY OFFICER, 1 RESOURCE MANAGEMENT TECHNICIAN TOTALING \$2,879,836 Part-time Fire Medics \$26,520 increase Overtime \$705,010 increase Incentive Pay \$212,000 increase Repair and Maintenance - Equipment Repair and Maintenance - Vehicle Maintenance Service Contracts Printing and Binding Advertising Forest Fire Extinction Service Other Contractual Services: physicals/tests for new | 4,476,482 10,900 3,500 363 12,000 12,000 3 72,000 |

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|--------------|------------|---------------------------------|---------------------------------|------------|--|------------------------|
| | | | | | employees; Gear Clean contract | |
| | | | | | Postage & Telephone - includes Round Hill phone system | 9,840 |
| | | | | | Motor Vehicle Insurance | 3,500 |
| | | | | | Office Supplies | (31,200) |
| | | | | | K-9 Maintenance | 1,000 |
| | | | | | Vehicle & Powered Equip. Supplies - includes equipment for new vehicles | 80,950 |
| | | | | | Police Supplies | 1,100 |
| | | | | | Uniforms - includes uniforms for new hires; S & H | 439,439 |
| | | | | | Other Operating Supplies-11 treadmills, replace SCBA gear | 66,000 |
| | | | | | Travel | 1,500 |
| | | | | | HazMat Response Unit - includes equipment purchase | 21,000 |
| | | | | | Dues & Memberships | 150 |
| | | | | | Radio Equipment - includes equip. for new vehicles | 42,000 |
| | | | | | Motor Vehicles | 758,700 |
| | | | | | 1 2015 Chevrolet Tahoe OPS10 - \$36,000 | |
| | | | | | 1 2015 Ford F150 Extended Cab 4WD (RM) - \$25,675 | |
| | | | | | 1 2015 Ford F250 4WD Diesel (New FM) - \$35,000 | |
| | | | | | 1 2015 Ford F150 Extended Cab 4WD (New FM) - \$25,675 | |
| | | | | | 1 2015 Ford F250 4WD TR10-3 - \$35,000 | |
| | | | | | 1 2015 Ford F150 Extended Cab TR10-3(New) - \$25,675 | |
| | | | | | 1 2015 Ford F150 Extended Cab TR10-4(New) - \$25,675 | |
| | | | | | Replacement of Engine 10 - \$550,000 | |
| | | | | | Integrated Technology Equipment | 20,000 |
| | | | | | PortaCount and required equipment | |
| | | | | | Miscellaneous Equipment | 308,500 |
| | | | | | Gas Meter - 14 @ \$5,750 = \$80,500 | |
| | | | | | HP Scanner/Plotter (Large Scale) \$8,000 | |
| | | | | | Laerdal SimMan3G Training Manikin \$50,000 Grant Match | |
| | | | | | Laerdal SimJunior Training Manikin \$50,000 Grant Match | |
| | | | | | Laerdal SimBaby Training Manikin \$50,000 Grant Match | |
| | | | | | Noelle Obstetrical Training Manikin \$10,000 Grant Match | |
| | | | | | Hydraulic Extraction Equipment \$60,000 | |
| | | | | | Lease/Rent of Equipment - Lifepak 15 (30x\$40,000) (\$240,000/year lease for 5 years) | 240,000 |

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|------------------|---------------------|----------------------------------|----------------------------------|-------------------|---|--|
| 3506 | Public Safety Comm. | 1,360,321 | 1,406,714 | 46,393 | Salaries and Fringes Machinery & Equipment - Replacement HVAC unit for North Mountain radio tower site | 40,393 6,000 |
| 4102 | Road Administration | 28,000 | 28,500 | 500 | Other Contractual - maintenance of road signs - expect increase in maintenance costs | 500 |
| 4104 | Street Lights | 43,000 | 43,200 | 200 | Star Fort expense increase - offset by revenue | 200 |
| 4201 | General Engineering | 356,788 | 398,255 | 41,467 | Salaries and Fringes Gasoline Travel Motor Vehicles - Truck or SUV to replace high mileage truck | 13,017 (750) 1,200 28,000 |
| 4203 | Refuse Collection | 1,232,983 | 1,320,508 | 87,525 | Salaries and Fringes - part-time decrease \$56,282 INCLUDES NEW LABORER II POSITION \$29,983 - salary portion only split with Litter Control budget (4205) Professional Services - design/survey for relocated site Repair and Maintenance - Equipment Repair and Maintenance - Vehicle Repair and Maintenance - Bldg. and Grounds Maintenance Service Contracts Printing and Binding Other Contractual Services - Hauling contract - 3.8% anticipated increase Gasoline Electrical Services Postage and Telephone Office Supplies Laundry/Housekeeping Supplies Repair & Maintenance Supplies Vehicle & Powered Equipment Supplies Uniforms | (24,497) 8,000 8,500 (1,200) 3,000 517 485 69,692 786 107 340 135 815 201 200 350 |

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|------------------|-------------------------|----------------------------------|----------------------------------|-------------------|---|---|
| | | | | | Books & Subscriptions Other Operating Supplies Travel Dues & Memberships Construction Equipment: 1 receiver can \$9,000; 1 recycling can \$9,500 | (41) 100 1,500 35 18,500 |
| 4204 | Refuse Disposal | 375,000 | 423,360 | 48,360 | Based on FY 2014 average for refuse disposal plus a factor for fuel, population, and waste increases of 6 percent | 48,360 |
| 4205 | Litter Control | 24,384 | 39,467 | 15,083 | Salaries and Fringes INCLUDES NEW LABORER II POSITION \$13,574 - salary split with Refuse Collection budget (4203) Repair & Maintenance - Vehicle Gasoline Motor Vehicle Insurance Laundry/Housekeeping Supplies Motor Vehicles - Used cargo van for litter crew; transport trustees | (1,599) 2,300 (937) 15 304 15,000 |
| 4301 | Maintenance | 576,750 | 628,839 | 52,089 | Salaries and Fringes Motor Vehicles - Replacement truck for Maint. Technician | 22,089 30,000 |
| 4304 | County Office Buildings | 964,638 | 1,223,438 | 258,800 | Professional Services - Round Hill Fire Repair & Maintenance - Equipment Repair & Maintenance - Bldg. & Grounds - CAB & Courthouse Repair & Maintenance - Bldg. & Grounds - PSB Repair & Maintenance - Bldg. & Grounds - Bowman Libray Repair & Maintenance - Bldg. & Grounds - Round Hill Fire Repair & Maintenance - Equipment - Round Hill Fire Maintenance Service Contracts - Round Hill Fire Other Contractual Services Other Contractual Services - Round Hill Fire | 500 2,000 6,500 6,500 1,000 4,000 2,000 5,000 (12,000) 1,200 |

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|--------------|----------------|---------------------------------|---------------------------------|------------|--|------------------------|
| | | | | | Electrical Services - Round Hill Fire | 25,000 |
| | | | | | Heating Services - Round Hill Fire | 15,000 |
| | | | | | Water & Sewage Services - Round Hill Fire | 5,000 |
| | | | | | Fire Insurance - Round Hill Fire | 4,200 |
| | | | | | Materials and Supplies - CAB, Courthouse, JJC | (2,000) |
| | | | | | Materials and Supplies - PSB | (1,000) |
| | | | | | Materials and Supplies - Round Hill Fire | 3,000 |
| | | | | | Agricultural Supplies - Round Hill Fire | 800 |
| | | | | | Janitorial Supplies - CAB, Courthouse, JJC | 2,000 |
| | | | | | Janitorial Supplies - Round Hill Fire | 2,000 |
| | | | | | Repair & Maint. Supplies - CAB, Courthouse, JJC | (5,000) |
| | | | | | Repair & Maint. Supplies - PSB | 5,000 |
| | | | | | Repair & Maint. Supplies - Round Hill Fire | 1,000 |
| | | | | | Vehicle/Powered Equipment Supplies - Round Hill Fire | 500 |
| | | | | | Other Operating Supplies - Round Hill Fire | 600 |
| | | | | | County Share - JJC - increase due to addition of new baliff positions as a result of new judges taking office 12/1/14 | 161,000 |
| | | | | | Total = \$500,000 | |
| | | | | | AC Climate Control Project for Courthouse | 25,000 |
| 4305 | Animal Shelter | 570,706 | 582,853 | 12,147 | Salaries and Fringes | 10,609 |
| | | | | | Professional Services - Other | (75) |
| | | | | | Citizen Assistance Program - Spay/Neuter | 2 |
| | | | | | Repair & Maintenance - Vehicle | (100) |
| | | | | | Advertising | (600) |
| | | | | | Other Contractual Services | 520 |
| | | | | | Gasoline | (125) |
| | | | | | Electrical Services | 3,936 |
| | | | | | Water and Sewer | 3,840 |
| | | | | | Motor Vehicle Insurance | 300 |
| | | | | | Office Supplies | (2,400) |
| | | | | | Cat Food | 1,240 |
| | | | | | Other Operating Supplies-includes 4 replacement cat condos @ \$16,000 | (5,000) |

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| 5101 | Health Department | 301,000 | 386,549 | 85,549 | Increase in contribution request | 85,549 |
| 5205 | Northwestern Comm. Serv. | 318,000 | 333,900 | 15,900 | Increase in contribution request | 15,900 |
| 5305 | Area Agency on Aging | 60,000 | 65,000 | 5,000 | Increase in contribution request | 5,000 |
| 5306 | Property Tax Relief | 520,000 | 535,000 | 15,000 | Increase in requested allocation | 15,000 |
| 5316 | Social Services Admin. | 4,248,461 | 5,199,243 | 950,782 | Salaries and Fringes - includes 7 new positions approved in July 2014 & Salary and Fringe reserves Contract Services - Legal Other Contractual Services Postage Telephone Insurance Office Supplies Contribution - The Laurel Center | 906,782 5,000 5,000 3,000 18,200 500 10,300 2,000 |
| 5317 | Public Assistance | 1,463,085 | 1,819,698 | 356,613 | Auxiliary Grant AFDC - Foster Care Adoption Subsidy Special Needs Adoption Adult Services Promoting Safe and Stable VIEW Purchase Service Foster Parent Training - Local Support | (16,000) 80,000 130,000 130,000 17,150 8,463 10,000 (3,000) |
| 6401 | Community College | 56,000 | 78,233 | 22,233 | Increase in contribution request | 22,233 |
| 7101 | Parks Administration | 582,853 | 1,839,425 | 1,256,572 | Salaries and Fringes | 345,689 |

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|------------------|-------------------|----------------------------------|----------------------------------|-------------------|--|----------------------------|
| | | | | | Includes Operations Manager, Park & Stewardship Planner and Part-Time Help moved from Dept. 7103 | |
| | | | | | Printing and Binding | 7,000 |
| | | | | | Advertising | 17,000 |
| | | | | | Telephone - Includes purchase of Smart Phones & Service | 22,998 |
| | | | | | Surety Bonds | 135 |
| | | | | | Office Supplies - includes new PC equip. for pool complexes | 22,100 |
| | | | | | Medical Supplies | 1,500 |
| | | | | | Repair & Maintenance Supplies | 500 |
| | | | | | Uniforms | 8,452 |
| | | | | | Recreation Supplies | 1,755 |
| | | | | | Processing Fees | (5,000) |
| | | | | | Travel | 5,900 |
| | | | | | Youth Football Association - Total = \$3,500 | 500 |
| | | | | | Youth Center - Total = \$25,000 | 3,000 |
| | | | | | Dues & Memberships | 3,675 |
| | | | | | IT Equipment - FinTrac - Time Management Software | 30,000 |
| | | | | | Land - Abrams Creek Trail Easements | 75,000 |
| | | | | | Buildings - Indoor Aquatic Center Design | 480,000 |
| | | | | | Improvements - Snowden Bridge Design | 235,000 |
| | | | | | Lease/Rent of Equipment | 1,368 |
| 7103 | Parks Maintenance | 1,798,301 | 2,455,209 | 656,908 | Salaries and Fringes - transfer of two full-time positions and Part-Time Help to Dept. 7101 | (425,939) |
| | | | | | Professional Services | (31,500) |
| | | | | | Other Contractual Services | (21,200) |
| | | | | | Equipment & Facility Rental | (77,600) |
| | | | | | Fire Insurance | 45 |
| | | | | | Motor Vehicle Insurance | 523 |
| | | | | | Agricultural Supplies | (1,258) |
| | | | | | Medical Supplies | (2,500) |
| | | | | | Repair & Maintenance Supplies | (1,000) |
| | | | | | Uniforms | (9,251) |
| | | | | | Educational & Rec. Supplies | (12,545) |
| | | | | | Other Operating Supplies | 1,808 |
| | | | | | Merchandise for Resale | (6,000) |

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| | | | | | Dues & Memberships Motor Vehicles - Van Replacement - 7 passenger \$30,000 Van Replacement - 13 passenger \$45,000 Improvements Other Than Buildings - Total = \$1,352,000 Provide spray grounds & slides to existing outdoor swimming pools at Sherando & Clearbrook Parks | (3,675) 75,000 1,172,000 |
| 7104 | Recreation Centers | 1,643,041 | 2,192,112 | 549,071 | Salaries and Fringes INCLUDES 2 NEW REC. TECHNICIANS & 1 PROGRAM COOR. = \$139,886; INCREASE IN P/T HELP \$164,054 Contractual Services Trips and Excursions Contracted Rental Food Supplies Medical Supplies Repair & Maintenance Supplies Uniforms Educational and Rec. Supplies Merchandise for Resale Awards Furniture & Fixtures - 1 Wii Entertainment Center \$6,275; Fitness Equipment for Community Centers \$35,000 | 364,319 26,380 7,180 66,500 10,105 760 500 31,677 (6,460) 1,120 5,715 41,275 |
| 7109 | Clearbrook Park | 346,984 | 613,099 | 266,115 | Salaries and Fringes Repair and Maintenance - Equipment Repair and Maintenance - Vehicle Repair and Maintenance - Bldg. and Grounds includes asphalt roadway/parking lot repairs Other Contractual Services Gasoline Fire Insurance Janitorial Supplies Repair & Maintenance Supplies Vehicle and Powered Equipment Supplies Uniforms | 20,282 1,442 572 28,500 1,000 5,388 (262) 1,414 3,115 (3,646) 1,000 |

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|------------------|-------------------|----------------------------------|----------------------------------|-------------------|--|----------------------------|
| | | | | | Recreation Supplies | 10,538 |
| | | | | | Other Operating Supplies | 12,446 |
| | | | | | Road/Street Materials | 226 |
| | | | | | Merchandise for Resale | 6,000 |
| | | | | | Machinery & Equipment - 2 Z-Turn Mowers \$25,600 | 77,600 |
| | | | | | Tractor 40HP to replace old tractor \$30,000 | |
| | | | | | 2 Electric Carts to replace to old golf carts \$22,000 | |
| | | | | | Motor Vehicles - 2 pickup trucks to replace old trucks | 68,000 |
| | | | | | Improvements - Pool Bldg. siding replacement | 32,500 |
| 7110 | Sherando Park | 359,534 | 1,453,582 | 1,094,048 | Salaries and Fringes | 4,897 |
| | | | | | Repair and Maintenance - Equipment | 1,411 |
| | | | | | Repair and Maintenance - Bldg. and Grounds | 5,350 |
| | | | | | Other Contractual Services | 6,000 |
| | | | | | Heating Services | 1,000 |
| | | | | | Fire Insurance | 509 |
| | | | | | Janitorial Supplies | 3,790 |
| | | | | | Repair and Maintenance Supplies | 13,503 |
| | | | | | Vehicle & Powered Equipment Supplies | 529 |
| | | | | | Recreation Supplies | 7,288 |
| | | | | | Other Operating Supplies | 5,041 |
| | | | | | Road/Street Materials | 630 |
| | | | | | Machinery & Equipment - 2 Z-Turn Mowers \$25,600 | 67,600 |
| | | | | | Replacement tractor \$42,000 | |
| | | | | | Motor Vehicles - Replacement pickup truck \$34,000 | 40,000 |
| | | | | | Dump trailer and surplus dump truck \$6,000 | |
| | | | | | Improvements - Pool Bldg. siding replacement \$32,500 | 936,500 |
| | | | | | Softball complex irrigation well improvements \$28,000 | |
| | | | | | Playground replacement \$25,000 | |
| | | | | | Facility water line replacement 3700 feet \$30,000 | |
| | | | | | Northwest Sherando Park Development \$770,000 | |
| | | | | | Sherando Softball Complex construction docs \$51,000 | |
| 7302 | Handley Library | 800,000 | 942,357 | 142,357 | Increase in contribution request compared to adopted amount; additional \$62,665 approved in July so revised | 142,357 |

| <u>Dept Code</u> | <u>Department</u> | <u>2014-2015 Original Budget</u> | <u>2015-2016 Proposed Budget</u> | <u>Difference</u> | <u>Significant Budget Changes</u> | <u>Increase (Decrease)</u> |
|------------------|------------------------|----------------------------------|----------------------------------|-------------------|--|---|
| | | | | | difference is \$79,692 | |
| 8101 | Planning | 1,098,754 | 1,173,108 | 74,354 | Salaries and Fringes INCLUDES NEW PLANNER I POSITION \$70,275 Lease/Rent of Equipment | 70,754 3,600 |
| 8102 | EDA Transfer - Fund 31 | 544,223 | 663,274 | 119,051 | Salaries and Fringes INCLUDES NEW RESEARCH MANAGER POSITION \$78,644 Professional Services - Other Professional Services - Website Development Printing and Binding Advertising Postage Motor Vehicle Insurance Crime Insurance Public Officials Liability Insurance G/L Insurance Books and Subscriptions Other Operating Supplies Travel Apple Blossom - Increase in contribution request Dues & Memberships | 89,192 (1,310) 6,730 (7,981) (250) (810) 700 1,200 600 600 22,749 (1,430) 6,240 1,200 1,871 |
| 8104 | Zoning Board | 6,368 | 6,368 | 0 | | |
| 8106 | Building Appeals Board | 550 | 550 | 0 | | |
| 8107 | NSVRC | 43,000 | 45,301 | 2,301 | Increase in contribution request compared to adopted amount; additional \$1,085 approved in July so revised difference is \$1,216 | 2,301 |

| <u>Dept Code</u> | <u>Department</u> | <u>2014-2015 Original Budget</u> | <u>2015-2016 Proposed Budget</u> | <u>Difference</u> | <u>Significant Budget Changes</u> | <u>Increase (Decrease)</u> |
|------------------|--|----------------------------------|----------------------------------|-------------------|--|--|
| 8203 | Soil/Water Conservation | 7,000 | 11,250 | 4,250 | Increase in contribution request | 4,250 |
| 8301 | Extensions | 225,007 | 237,525 | 12,518 | Salaries and Fringes Contractual Services - Payment to Va. Tech Postage and Telephone Office Supplies Travel Dues & Memberships Lease/Rent of Building | 6,720 5,269 300 500 (500) 150 79 |
| 9201 | School Transfers Misc. Transfers/Debt Service | 79,973,891 4,300,781 | 79,973,891 3,800,781 | 0 (500,000) | | (500,000) |

Total General Fund 142,387,562 158,869,620 16,482,058

Capital Items Total \$6.3 million

New Full-Time Positions - 79 Total \$4.2 million

FY 2015-2016 CAPITAL REQUEST SUMMARY - GENERAL FUND

| <u>Department</u> | <u>Line Item</u> | <u>Description</u> | <u>Amount</u> | <u>Total per Department</u> |
|-------------------------------|------------------|--|---|-----------------------------|
| 1210 - Reassessment | 8005 | 4x4 Pickup Truck | 28,000 | 28,000 |
| 1213 - Treasurer | 8001 | Folder/Inserter | 45,000 | 45,000 |
| 1220 - Information Technology | 8007 8007 | Two large format printer/scanners Dell Equallogic ISCSI storage 48TB capacity to support system backups - 5 year onsite warranty | 12,320 32,000 | 44,320 |
| 1222 - MIS | 8007 | Replace UPS Battery Backup (Iseries, Treasurer, COR) | 29,000 | 29,000 |
| 1301 - Electoral Board | 8001 | Optical Scan Machines - DS 200 - 30 @ \$5,900 Express Vote Machines - 30 @ \$3,500 DS 200 thumb drives (2 G) - 10 @ \$75 DS 200 thermal paper rolls - 50 @ \$1.15 Personal Voting Booths - 20 x 10 pack @ \$200 Election Day On-Site Support (2 times for 3 days each) Training - GR, EB, Machine Tech, Custodian Shipping & Handling Other Miscellaneous Supplies Additional discounts & Trade-In Allowance for 128 iVotronic machines | 177,000 105,000 750 58 4,000 8,250 12,600 4,950 2,000 (32,843) | 281,765 |
| 2201 - Commonwealth Attorney | 8005 | Vehicle - to replace Investigator's 2005 Impala with over 50,000 miles | 40,000 | 40,000 |

| <u>Department</u> | <u>Line Item</u> | <u>Description</u> | <u>Amount</u> | <u>Total per Department</u> |
|------------------------|------------------|---|---------------|-----------------------------|
| 3102 - Sheriff | 8001 | 3 Thermal Imagers-to be used by Patrol/Search & Rescue | 21,420 | 1,074,144 |
| | 8001 | Automated Fingerprint Identification System | 75,000 | |
| | 8001 | Scene Scope Digital Imager | 22,049 | |
| | 8001 | Computerized Polygraph Instrument-replace old machine | 7,000 | |
| | 8005 | Cruisers - marked @ \$26,571 each x 10 | 265,710 | |
| | 8005 | Cruisers - unmarked @ \$26,571 each x 4 | 106,284 | |
| | 8005 | F150 Truck - Animal Control Vehicle @ \$24,591 | 24,591 | |
| | 8005 | 4 x 4's - Ford Explorers @ \$25,977 each x 2 | 51,954 | |
| | 8005 | Tactical/Hostage Negotiation Vehicle | 75,000 | |
| | 8005 | Cruisers - marked @ \$26,571 each x 16 for new deputies | 425,136 | |
| | | | | |
| 3401 - Inspections | 8005 | Motor Vehicles - replacement of two high mileage trucks | 52,000 | 52,000 |
| 3505 - Fire and Rescue | 8003 | Radio Equipment - includes equipment for new vehicles | 42,000 | 1,129,200 |
| | 8005 | 1 2015 Chevrolet Tahoe OPS10 - \$36,000 | 36,000 | |
| | 8005 | 1 2015 Ford F150 Extended Cab 4WD (RM) | 25,675 | |
| | 8005 | 1 2015 Ford F250 4WD Diesel (New FM) | 35,000 | |
| | 8005 | 1 2015 Ford F150 Extended Cab 4WD (New FM) | 25,675 | |
| | 8005 | 1 2015 Ford F250 4WD TR10-3 | 35,000 | |
| | 8005 | 1 2015 Ford F150 Extended Cab TR10-3(New) | 25,675 | |
| | 8005 | 1 2015 Ford F150 Extended Cab TR10-4(New) | 25,675 | |
| | 8005 | Replacement of Engine 10 | 550,000 | |
| | 8007 | PortaCount and required equipment | 20,000 | |
| | 8009 | Gas Meter - 14 @ \$5,750 each | 80,500 | |
| | 8009 | HP Scanner/Plotter (Large-Scale) | 8,000 | |
| | 8009 | Laerdal SimMan3G Training Manikin (Grant Match) | 50,000 | |
| | 8009 | Laerdal SimJunior Training Manikin (Grant Match) | 50,000 | |
| | 8009 | Laerdal SimBaby Training Manikin (Grant Match) | 50,000 | |
| | 8009 | Noelle Obstetrical Training Manikin (Grant Match) | 10,000 | |
| | 8009 | Hydraulic Extrication Equipment | 60,000 | |
| | | | | |
| | | | | |

| <u>Department</u> | <u>Line Item</u> | <u>Description</u> | <u>Amount</u> | <u>Total per Department</u> |
|-------------------------------------|------------------------------|---|--|-----------------------------|
| 3506 - Public Safety Communications | 8001 | Replacement of HVAC unit at North Mountain radio tower site - current unit over 20 years old | 6,000 | 6,000 |
| 4201 - General Engineering | 8005 | SUV or truck to replace high mileage truck | 28,000 | 28,000 |
| 4203 - Refuse Collection | 8006 8006 | 1 receiver can - current can in disrepair 1 recycling can - current can in disrepair | 9,000 9,500 | 18,500 |
| 4205 - Litter Control | 8005 | Used cargo van for litter crew; transport trustees | 15,000 | 15,000 |
| 4301 - Maintenance | 8005 | Replacement truck for Maintenance Technician - to replace truck w/over 200,000 miles and high maintenance costs | 30,000 | 30,000 |
| 4304 - County Office Buildings | 8001 | AC Climate Control Project for Courthouse | 25,000 | 25,000 |
| 5316 - Social Services Admin. | 8005 | Motor Vehicles - new vehicle | 25,000 | 25,000 |
| 7101 - Parks Administration | 8007 8700 8800 8900 | FinTrac - Time Management Software Land - Abrams Creek Trail Easements Buildings - Indoor Aquatic Center Design Improvements - Snowden Bridge Design | 30,000 75,000 480,000 235,000 | 820,000 |
| 7103 - Parks Maintenance | 8005 8005 | Van - 7 passenger - replacement Van - 13 passenger - replacement | 30,000 45,000 | |

| <u>Department</u> | <u>Line Item</u> | <u>Description</u> | <u>Amount</u> | <u>Total per Department</u> |
|---------------------------|--|---|--|-----------------------------|
| | 8900 | Spray ground & slides at existing Sherando & Clearbrook park pools | 1,352,000 | 1,427,000 |
| 7104 - Recreation Centers | 8002 8002 | 1 Wii Entertainment Center Fitness equipment for Community Centers | 6,275 35,000 | 41,275 |
| 7109 - Clearbrook Park | 8001 8001 8001 8005 8005 8900 | 2 Z-Turn Mowers - Replacement 40 HP Tractor - Replacement 2 Electric Carts - replace 2 golf carts 3/4 Ton Pickup - Replacement 3/4 Ton Pickup - Replacement Pool Building Siding Replacement | 25,600 30,000 22,000 34,000 34,000 32,500 | 178,100 |
| 7110 - Sherando Park | 8001 8001 8005 8005 8900 8900 8900 8900 8900 8900 | 2 Z-Turn Mowers - Replacement Tractor - Replacement Dump trailer and surplus dump truck 3/4 Ton Pickup - Replacement Pool Building Siding Replacement Softball Complex Irrigation Well Improvements Playground Replacement Facility Water Line Replacement 3700 Feet Northwest Sherando Park Development Sherando Park Softball Complex Construction Documents | 25,600 42,000 6,000 34,000 32,500 28,000 25,000 30,000 770,000 51,000 | 1,044,100 |

Total Capital Requests - General Fund 6,381,404

FY 2015-2016 NEW POSITION REQUESTS - GENERAL FUND

| <u>Dept Code</u> | <u>Department</u> | <u>New Position Plus Fringes</u> | <u>Amount</u> |
|------------------|-------------------|---------------------------------------|---------------|
| 1203 | Human Resources | HR Administrator | 29,500 |
| | | FICA | 2,257 |
| | | VRS | 3,130 |
| | | Health/Dental | 10,500 |
| | | Life | 351 |
| | | Worker's Compensation | 30 |
| | | Disability | 180 |
| | | 1 Position Total Cost | 45,948 |
| 1210 | Reassessment | Assessor I | 43,000 |
| | | FICA | 3,290 |
| | | VRS | 4,562 |
| | | Health/Dental | 10,500 |
| | | Life | 512 |
| | | Worker's Compensation | 43 |
| | | Disability | 265 |
| | | 1 Position Total Cost | 62,172 |
| 3102 | Sheriff | Deputy I - 16 x \$36,800 | 588,800 |
| | | AFIS Examiner | 60,000 |
| | | FICA | 49,633 |
| | | VRS | 68,838 |
| | | Health/Dental | 178,500 |
| | | Life | 7,721 |
| | | Worker's Compensation | 11,743 |
| | | 17 Positions Total Cost | 965,235 |
| 3505 | Fire and Rescue | Firefighter - 49 x \$34,744 | 1,702,456 |
| | | Training Officer | 34,744 |
| | | Training Officer | 34,744 |
| | | Secretary I | 27,052 |
| | | Health & Safety Officer | 34,744 |
| | | Resource Management Technician | 30,000 |
| | | FICA | 142,576 |
| | | VRS | 197,743 |
| | | Health/Dental | 567,000 |
| | | Life | 22,179 |
| | | Worker's Compensation | 86,598 |
| | | 54 Positions Total Cost | 2,879,836 |
| | | | |

| Dept Code | Department | New Position Plus Fringes | Amount |
|----------------------|--------------------|--|---------------|
| 4203 | Refuse Collection | Laborer II | 13,574 |
| | | FICA | 2,077 |
| | | VRS | 2,880 |
| | | Health/Dental | 10,500 |
| | | Life | 323 |
| | | Worker's Compensation | 629 |
| | | 1 Position Total Cost | 29,983 |
| | | | |
| 4205 | Litter Control | Laborer II | 13,574 |
| | | Position split with Refuse Collection - all fringes included in Refuse Collection | |
| | | Total Cost | 13,574 |
| 7104 | Recreation Centers | Recreation Technician | 27,053 |
| | | Recreation Technician | 27,053 |
| | | Program Coordinator | 34,984 |
| | | FICA | 6,815 |
| | | VRS | 9,452 |
| | | Health/Dental | 31,500 |
| | | Life | 1,060 |
| | | Worker's Compensation | 1,969 |
| | | Disability | 300 |
| | | 3 Positions Total Cost | 140,186 |
| 8101 | Planning | Planner I | 50,000 |
| | | FICA | 3,825 |
| | | VRS | 5,305 |
| | | Health/Dental | 10,500 |
| | | Life | 595 |
| | | Worker's Compensation | 50 |
| | | Disability | 300 |
| | | 1 Position Total Cost | 70,575 |
| | | | |
| 8102 | EDA - Fund 31 | Research Manager | 57,000 |
| | | FICA | 4,361 |
| | | VRS | 6,048 |
| | | Health/Dental | 10,500 |
| | | Life | 678 |
| | | Worker's Compensation | 57 |
| | | 1 Position Total Cost | 78,644 |

79 Positions Total Cost 4,286,153

**OUTSIDE AGENCIES
FY 2015-2016**

| Organization | 2014-2015 Approved Budget | 2015-2016 Budget Request | \$ Difference | % Difference |
|---|--|---|--------------------------|-------------------------|
| Blue Ridge Legal Services, Inc. | \$0 | \$5,756 | \$5,756 | 100% |
| CLEAN, Inc. | \$10,000 | \$15,000 | \$5,000 | 50% |
| Shenandoah Valley Discovery Museum | \$0 | \$25,000 | \$25,000 | 100% |
| Bluemonth Concert Series NEW REQUEST!! | \$0 | \$8,000 | \$8,000 | 100% |
| Big Brothers Big Sisters NEW REQUEST!! | \$0 | \$10,000 | \$10,000 | 100% |
| Our Health, Inc. | \$20,000 | \$25,000 | \$5,000 | 25% |
| NW Works, Inc. | \$25,000 | \$26,500 | \$1,500 | 6% |
| Access Independence, Inc. | \$11,000 | \$11,475 | \$475 | 4% |
| Tourism Program - City of Winchester | \$100,500 | \$100,500 | \$0 | 0% |
| Courthouse Museum | \$25,000 | \$25,000 | \$0 | 0% |
| Lord Fairfax EMS Council, Inc. | \$16,000 | \$17,600 | \$1,600 | 10% |
| Health Department | \$301,000 | \$386,549 | \$85,549 | 28% |
| Northwestern Community Services | \$318,000 | \$333,900 | \$15,900 | 5% |
| Shenandoah Area Agency on Aging | \$60,000 | \$65,000 | \$5,000 | 8% |
| The Laurel Center | \$6,000 | \$8,000 | \$2,000 | 33% |
| Lord Fairfax Community College | \$56,000 | \$78,233 | \$22,233 | 40% |
| The Handley Library | \$862,665 | \$942,357 | \$79,692 | 9% |
| Shenandoah Apple Blossom Festival | \$3,800 | \$5,000 | \$1,200 | 32% |
| NSV Regional Commission | \$44,085 | \$45,301 | \$1,216 | 3% |
| Lord Fairfax SWCD | \$7,000 | \$11,250 | \$4,250 | 61% |
| Total | \$1,866,050 | \$2,145,421 | \$279,371 | |

Preliminary Funding Scenarios for FY 16

| | SCENARIO A | SCENARIO B | SCENARIO C | SCENARIO D | SCENARIO E |
|---|-------------|-------------|-------------|--------------|---------------|
| FISCAL YEAR 2016 PRELIMINARY BUDGET SCENARIOS | | | | 5% (3 cents) | 10% (6 cents) |
| FY 16 Additional General Fund Revenue from taxes | 8,804,085 | 8,804,085 | 8,804,085 | 8,804,085 | 8,804,085 |
| Funding From General Fund Unassigned Fund Balance | 4,300,000 | 2,200,000 | 0 | 4,300,000 | 4,300,000 |
| FY 15 Budgeted General Fund Revenue | 138,087,562 | 138,087,562 | 138,087,562 | 138,087,562 | 138,087,562 |
| Revenue Growth from Reassessment | | | | 2,228,000 | 4,456,000 |
| FY 16 Proposed General Fund Budget | 151,191,647 | 149,091,647 | 146,891,647 | 153,419,647 | 155,647,647 |
| FY 15 Adopted General Fund Budget | 142,387,562 | 142,387,562 | 142,387,562 | 142,387,562 | 142,387,562 |
| Increase/Decrease in FY 16 Funding | 8,804,085 | 6,704,085 | 4,504,085 | 11,032,085 | 13,260,085 |
| Total additional funding for School Funds from General Fund | 5,018,328 | 3,821,328 | 2,567,328 | 6,288,288 | 7,558,248 |
| Total additional funding for General Fund (non-schools) | 3,785,757 | 2,882,757 | 1,936,757 | 4,743,797 | 5,701,837 |

ASSUMPTIONS:

- Operating split → 57 % Schools, 43 % General Fund
- Revenue neutral reassessment for Scenario A, B and C

SCENARIOS:

- A: Current level of fund balance funding, zero tax increase
 B: Reduced level of fund balance funding, zero tax increase.
 C: Zero level of fund balance funding, zero tax increase.
 D: Current level of fund balance funding, reassessment increase equivalent to 3 cents
 E: Current level of fund balance funding, reassessment increase equivalent to 6 cents

(All Scenarios include new revenue)

Budget Calendar FY 2015-2016

| Month | Action |
|-------------------|--|
| October 15, 2014 | Budget discussion at Finance Committee meeting outlining priorities including budget memo from Finance Committee Chairman |
| November 2014 | Budget materials sent to all departments and outside agencies |
| December 2014 | Budget requests from departments and outside agencies due back to Finance Department |
| January 21, 2015 | Finance Committee/Budget Worksession; Possible Budget Scenario and reassessment discussion 8:00 a.m. |
| January 28, 2015 | Joint budget meeting with School Board and Board of Supervisors; School Board presents School Board budget to Board of Supervisors/Possible Budget Worksession 5:30 p.m. |
| February 4, 2015 | Budget Worksession – Board of Supervisors 8:00 a.m. |
| February 11, 2015 | Budget Worksession – Board of Supervisors 6:00 p.m. |
| February 17, 2015 | School Board budget public hearing |
| February 18, 2015 | Finance Committee/Board of Supervisors Budget Worksession 8:00 a.m. |
| February 25, 2015 | Budget Worksession – Board of Supervisors 6:00 p.m. REASSESSMENT DISCUSSION |
| March 4, 2015 | Final Board of Supervisors Budget Worksession before budget advertisement 8:00 a.m.; |
| March 9, 2015 | Budget Advertisement to Winchester Star for publishing |
| March 16, 2015 | Public Hearing Advertisement in newspaper |
| March 25, 2015 | FY 2015 – 2016 Budget/Tax Rates Public Hearing |
| April 8, 2015 | FY 2015 – 2016 Budget Adoption |
| May-July, 2015 | Preparation of Adopted Budget Document and submission of budget for award |
| April 15-29, 2015 | Prepare and Insert Tax Bills |
| April 30, 2015 | Tax Bills mailed |
| July 1, 2015 | Implementation of Fiscal Year 2015 – 2016 |

Dates are subject to change