

Jefferson County Commission FY22 Budget-DRAFT

07/01/2021– 06/30/2022





JEFFERSON COUNTY COMMISSION

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PRESIDENT
Josh Compton

January 29, 2021

VICE PRESIDENT
Stephen Stolipher

Honorable Commissioners
Jefferson County, West Virginia

COMMISSIONER
Jane Tabb

I present to you the Fiscal Year 2022 operating and capital improvements program (CIP) budget requests from department heads, elected officials, and community organizations for Jefferson County. The budget document for FY22 represents the dedicated work of the County's senior leadership and support staff over the past several months. Adoption of the budget is one of the most important actions taken each year. The County's annual budget applies resources in an effective and responsible manner consistent with the policy direction set forth by the Jefferson County Commission. In the next few months, difficult decisions will be made to develop a balanced budget while allocating the county's scarce resources and maintaining sound financial management practices. The FY22 budget and outlook for future years comes with financial challenges that must be taken into consideration during the balancing process.

COMMISSIONER
Tricia Jackson

COMMISSIONER
Caleb Wayne Hudson

The last year has been especially challenging for the nation, state and county. National, state, county and private organizations have been negatively impacted by the COVID19 pandemic office closures, and reductions in business hours and capacity. As a result, each organization has seen unprecedented revenue loss coupled by unexpected expenditures increases to combat the spread of COVID19. In FY21, the County implemented sound financial management policies to counter these effects by deferring capital projects, delaying filling of vacancies and deferring discretionary spending for travel, education, equipment, materials and supplies. The economy is expected to rebound slowly over the next few fiscal years.

FY22's revenue projections reflect the impact that the pandemic has had on County funding sources. The County continues to face reduced availability of financial resources, the growing needs of the business and residential community, and the rising cost of providing services. The County's ability to meet the demands of continuing current service levels and workforce support are negatively impacted by continued and increased revenue shortfalls. The County has experienced multiple years of lean operations and repeated deferment of capital projects and operating expenditures. As a result, areas for substantial cost reduction were not easily identified and are not able to be achieved without the elimination of full or partial services.

FY2022 Budget Focus

The FY22 budget continues to include recognition of the service provided by County employees through the proposed merit increases and a cost of living adjustment for employees. Numerous requests for position additions have been received and are needed to enhance and maintain needed levels of services provided. Additionally, the budget includes projects that promote planning for future capital outlay needs.

The FY22 requests for operating expenditure allocations for the General Fund totals \$28.6 million, an increase of 5.12% over last year's total operating budget of \$27.2 million. Total estimated revenue for FY22 is estimated at \$26.6 million. This is a 0.43% increase (\$114,000) over FY21's revised budgeted revenue of \$26.5 million. The increase is primarily a result of projected assessable base growth for real and personal property tax (\$184,000), projected increases in property transfer tax (\$269,000), building permits (\$78,000), and wine liquor tax (\$66,000). Revenue assumptions for FY22 include a 8.6% decrease in Video Lottery Revenue (-

County Administrator
Stephanie Grove

Deputy County Administrator
Sandy Slusher McDonald

\$200,000) over FY21's budget. Additionally, a decrease of -\$114,000 or -23.8% in table games revenue was included (FY22 Budget: \$365,400, FY21 Budget: \$479,400).

Assessable Base & Tax Levy Rate

Assessable Base. The assessable base decreased to a low of \$3.0 billion in FY14; however, the assessable base has been increasing in recent years. In FY22 it is projected that the total property assessable base will increase by 2.3% (from 3.88 billion to 3.98 billion). This is a good economic indicator and shows that market values for county property are on the rise. In FY22, new construction is estimated to be \$47 million and is consistent with prior year figures for new construction. Because total property values are expected to increase by only 2.29% in FY22, the County is expected to remain at the max levy rate. The max levy rate was reached in FY19. The County normally realizes a tax revenue increase of approximately \$500,000; and, the FY22 budget includes a tax revenue increase of \$184,000.

The assessable base for class II owner occupied real property is projected to increase by 4.07%. At the time that revenue estimates were prepared in December 2020, assessment values for personal property and utilities were not completed. Those figures will be revised in late February. For projection purposes, no change was included. The assessable base broken down by category is estimated as follows:

	<u>Real Prop</u>	<u>% Chg</u>	<u>Pers Prop</u>	<u>% Chg</u>	<u>Utilities</u>	<u>% Chg</u>	<u>Total Assess</u>	<u>% Chg</u>
Tax Year 2021 for FY2022 ESTIMATED								
Grand Total	3,461,688,500	2.63%	339,072,200	0.00%	166,951,144	0.00%	3,967,711,844	2.29%
Tax Year 2020 for FY2021								
Grand Total	3,373,012,400	2.68%	339,072,200	2.27%	166,951,144	3.28%	3,879,035,744	2.67%

Tax Levy Rate. According to WV Code 11-8-6e, the County is permitted to increase the Levy Rate each year without a public hearing as long as the levy rate increase doesn't result in an increase of more than 1% of the prior year projected property tax revenue. Due to a slow recovery of the market values for existing properties, the County reached the max levy rate in FY19. It is anticipated that in FY21, the levy rate for the County will remain at the State's max levy rate of \$28.60 cents per \$100 of assessed value for Class II properties (see table below). The Levy Rate and Max Levy Rate by Class in cents per \$100 of assessed value for FY20 and the previous four (4) fiscal years is as follows:

Fiscal Year	Levy Rate by Class				% Inc/(Dec)	Max Levy Rate by Class			
	I	II	III	IV		I	II	III	IV
2022 Projected	14.30	28.60	57.20	57.20	0.00%	14.30	28.60	57.20	57.20
2021	14.30	28.60	57.20	57.20	0.00%	14.30	28.60	57.20	57.20
2020	14.30	28.60	57.20	57.20	0.00%	14.30	28.60	57.20	57.20
2019	14.30	28.60	57.20	57.20	0.36%	14.30	28.60	57.20	57.20

Even though the FY22 levy rate is not projected to increase, some property owners may still see an increase in their annual tax bill. Owners with property value increases due to market and economic growth may experience an increase in their annual tax bills.

As other major events occur, **future increases to other revenue sources may be needed to generate sufficient revenues to support current services.** As an alternative, expenditure cuts that would result in reductions in operations, reduced service levels, or shifting services to other service providers may need to be considered. In addition to the continued COVID19 pandemic business closures, other major events that could impact the County could include another economic or construction downturn causing loss of revenue, or a major weather event creating unexpected expenditures. Based on revenue projections and department requests for FY22,

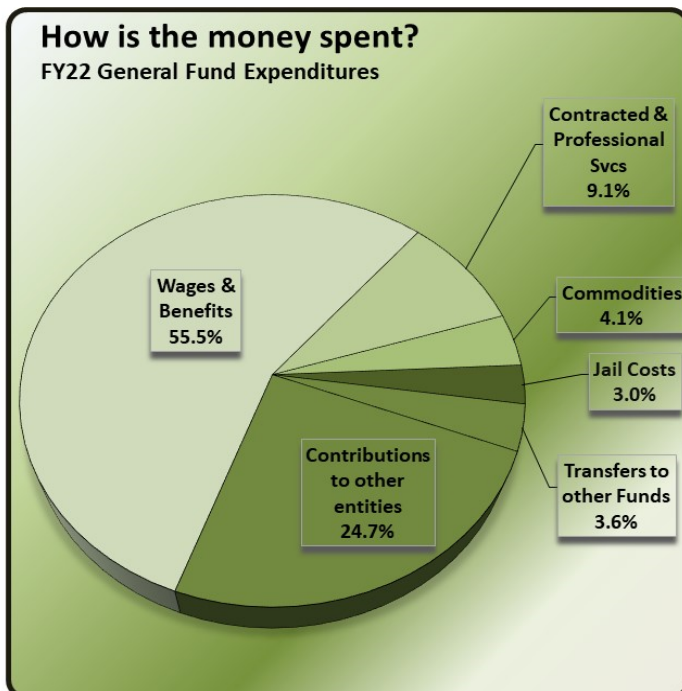
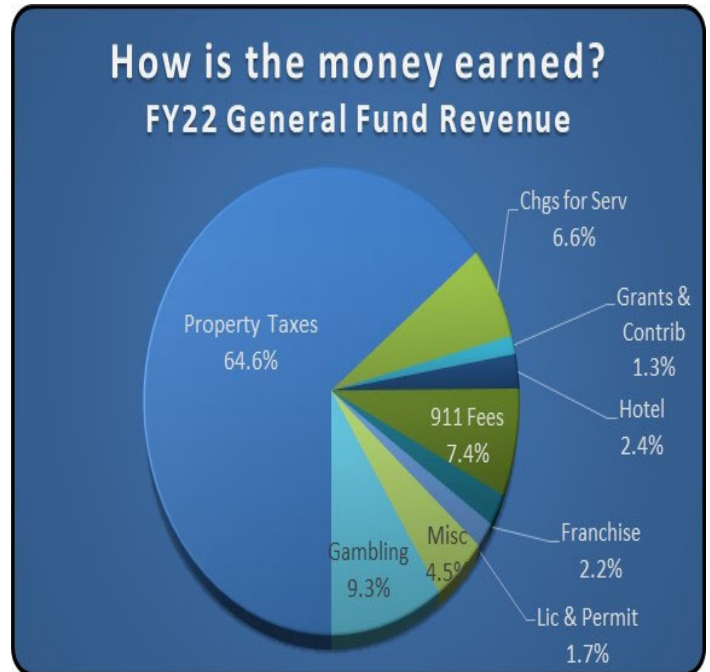
and Capital Outlay needs for FY22 and future years, the Commission must make approximately \$3.2 million in expenditure cuts or revenue additions to balance the budget for FY22.

Where does the money come from? Where does the money go?

Jefferson County Commission
General Fund

Revenue by Type	FY22 Budget		FY21 Budget	
Property Taxes	17,166,954	64.6%	16,626,457	64.9%
Charges for Services	1,752,377	6.6%	849,663	3.3%
Grants & Contributions	342,000	1.3%	430,515	1.7%
Hotel Occupancy Taxes	638,220	2.4%	844,200	3.3%
911 Fees	1,962,900	7.4%	1,962,900	7.7%
Franchise Agreements	577,300	2.2%	566,000	2.2%
Licenses & Permits	464,400	1.7%	386,640	1.5%
Miscellaneous	1,197,095	4.5%	1,168,688	4.6%
Gambling Revenue	2,480,200	9.3%	2,794,000	10.9%
Total Revenues	26,581,446		25,629,063	

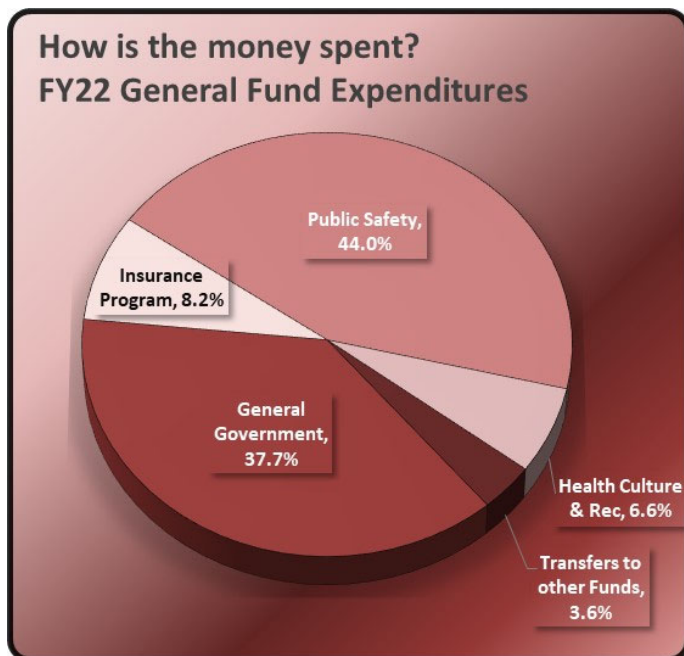
Revenue from the General Fund comes primarily from Taxes at 65% or \$17.2 million for FY22's Budget. Taxes consist of real and personal property taxes, gas & oil tax, horse racing, and hotel occupancy tax. Gambling revenue and 911 Fees make up the next largest revenue sources at 9.3% or \$2.5 million and 7.4% or \$2.0 million respectively. Total revenue is estimated at \$26.6 million for FY22's budget.



Jefferson County Commission
General Fund

Expenditure by Object	FY22 Budget		FY21 Budget	
Wages & Benefits	16,430,711	55.5%	15,947,874	49.7%
Contracted & Professional Svcs	2,703,649	9.1%	2,666,994	8.3%
Commodities	1,214,938	4.1%	1,126,555	3.5%
Jail Costs	900,000	3.0%	1,050,000	3.3%
Transfers to other Funds	1,069,300	3.6%	4,897,086	15.3%
Contributions to other entities	7,309,979	24.7%	6,377,746	19.9%
Capital Outlay	-	0.0%	-	0.0%
Total Expenditures	29,628,577		32,066,255	

Wages & Benefits are the largest General Fund expenditure at 56% or \$16.4 million for FY22's Budget. Other significant expenditures include \$7.3 million in Contributions and Transfers and \$0.9 million in Jail Costs. Total expenditures requests are \$29.6 million for FY22's budget.



Jefferson County Commission
General Fund

Expenditures by Type	FY22 Budget		FY21 Budget	
General Government	11,160,431	37.7%	11,069,049	34.5%
Insurance Program	2,423,161	8.2%	2,395,358	7.5%
Public Safety	13,025,440	44.0%	12,011,103	37.5%
Health Culture & Rec	1,950,245	6.6%	1,893,659	5.9%
Transfers to other Funds	1,069,300	3.6%	4,697,086	14.6%
Total Expenditures	29,628,577		32,066,255	

The County provides a variety of services, and the largest expense is for Public Safety at 44.0% of the FY22 submitted budget or \$13.0 million. Public Safety includes personnel and operating expenditures to maintain the County's police department, emergency services, and the 911 communications center. General Government makes up the next largest component at 37.7% or \$11.2 million in submissions for FY22. General Government includes personnel and operating expenditures for departments like the County and Circuit Court Clerks, Assessor, Tax Office, Engineering, Planning, Zoning and Maintenance.

Capital Outlay and Maintenance

Infrastructure and facility needs are addressed in both the capital and operating budgets. The operating budget includes funding for one-time maintenance, repairs and equipment purchases for various departments and buildings and \$1.1 million in Transfers to the Capital Outlay Fund. The Capital Outlay Fund budget includes \$1.1 million in funding requests for (See also attached Project Listing):

- DataCenters hardware infrastructure replacements for the County's voice and data networks.
- Building, lighting and HVAC upgrades, repairs and replacements to create energy and cost savings, and improve safety.
- Twelve (12) replacement of vehicles that includes:
 - Four (4) patrol vehicles for law enforcement,
 - One (1) vehicle for the Sheriff,
 - Three (3) total broken down as one (1) vehicle each for animal control, engineering and the communications center,
 - Two (2) vehicles for the Jefferson County Emergency Services Agency,
 - Two (2) for the maintenance department.
- Capital contribution requests from the Shepherdstown Public Library and the Historic Landmarks Commission for furniture, building construction, renovations, repairs and upgrades.

Employee Salary and Benefits

In recognition of the outstanding service provided by employees for Jefferson County, the FY22 budget request includes a salary increases for full-time employees and permanent Sheriff's Officers. Future employee merit increases or cost of living adjustments will be evaluated for affordability annually during the budgetary process. Additionally, it is estimated that the County's medical insurance costs will increase by 5% or \$115,001

in FY22. It is anticipated that this increase will be shared between employees and the County. An estimated increase of 4-7% or \$115,000 is included for medical insurance benefits provided to full-time employees.

Additional department requests are outlined in the Department Highlights section.

Department Request Highlights

401-County Commission

The Day Report Center is asking for an increase from their normal grant match \$ 30,000 to fund new case managers due to increased need. The total cost is approximately \$30,000

402 & 413-County Clerk

The County Clerk is requesting \$24,000 for salary increases for department employees, and \$1,500 for legal fees. 25,500

403-Circuit Clerk

The Circuit Clerk is requesting \$19,000 for part time wages to scan archived files. 19,000

700-Law Enforcement

1) The Sheriff would like additional funds for materials and supplies (\$65,000) and contracted services (\$9,000). 74,000

2) The Sheriff is requesting additional funds for overtime. 35,000

3) Sheriff is requesting the addition of 3 deputies. 202,000

4) CAPITAL OUTLAY FUND-The Sheriff has asked that we include \$300,000 in the capital outlay fund for the purchase of five (5) replacement vehicles, and one (1) replacement vehicle for the Sheriff. 300,000

704-Regional Jail

Decrease based on FY21 History (150,000)

712-911 Communication Center

The Department is requesting \$34,000 in contractual services for technical assistance with Spillman. 34,000

713-Fire Departments

Requesting \$110,000 per Station for \$770,000. Last year's contribution rate was \$665,000. 105,000

715-JCESA

1) Requesting salary increases for department employees. 77,000

2) Requesting \$31,000 be added to the amounts funded by the Ambulance Fee. 31,000

3) Requesting the addition of seven (7) new full time staff members. 601,000

4) Requesting additional funding for part time staff. 26,000

5) CAPITAL OUTLAY FUND-JCESA has asked that we include \$120,000 in the capital outlay fund for the purchase of two (2) replacement vehicles. 120,000

Department Request Highlights-continued

716-Animal Control

Sheriff is requesting the addition of one (1) new position. 55,000

717-Central Garage

The department is requesting the addition of one (1) new position. 55,000

800-Health Department

Requesting funding for an additional nurse and part time staff for contact tracing. 112,000

909-Historic Commission

Requesting an additional \$1,500 as a contribution to the Our History Our Community endowment at EWVCF. A Capital Outlay fund request was also submitted for \$300,000 to fund site improvement at the Peter Burr Farm, Shepherdstown Battlefield and Duffield's Depot. 1,500

916-Libraries

Requesting an additional \$65,000 to fund County library operating costs. 65,000

952-Senior Citizens

Jefferson County Council on Aging is requesting new funding to cover the local portion of a grant match for meals for older citizens. 14,382

953-Public Transit

The EPTA is requesting funds as local match for federal funding. 60,000

Miscellaneous New Requests:

EWRAA-Airport is requesting \$21,000 to partially fund maintenance and capital improvements. 5k for Dan Zappe's EWVRAA seat. 21,000

Jefferson County Community Ministries - Requesting a contribution for community support. 40,000

CASA- is asking for \$5,000 to fund volunteer recruitment initiatives. 5,000

Budget Schedule

County departments, component units, and community agencies will present their FY22 budget request to the Commission from February 8 through February 12, 2021, and budget balancing will commence the following week through February 28, 2021. All meetings are open to the public either in person or via a virtual platform and can be viewed online at the County's website www.jeffersoncountywv.org. A public forum on the FY22 Requested Budget and Budget process will be held on February 2, 2021 at 7:00 PM. A Special Session to approve the Fiscal Year 2022 Budget will be held at the end of March 2021 and must be held prior to March 28th. Lastly, a Special Session to Lay the Levy for Fiscal Year 2022 will be held on April 20, 2021.

The preparation of the budget each year is a significant undertaking by all County Departments, and I wish to express my appreciation to everyone who assisted in the development of the FY22 Budget.

Sincerely,

Michelle Gordon
Finance Director
mgordon@jeffersoncountywv.org

Jefferson County Commission FY22 Budget				Date Prepared: 1/29/2021		
Department	No.	FY2019 Actual	FY2020 Actual	FY2021 Budget	FY2022 Submitted Budget	% Chg
Expenditures by Dept						
Commission	401	1,928,689	2,035,611	1,903,298	1,902,769	397.38%
Merit Increase		-	-	-	195,000	
COLA		-	-	-	75,000	
New Req-Airport		-	-	-	31,241	
County Clerk	402	677,164	740,849	663,274	662,011	-0.19%
Circuit Clerk	403	623,346	631,483	508,465	522,593	2.78%
Sheriff's Tax Office	404	506,881	512,826	497,586	493,616	-0.80%
Prosecuting Attorney	405	1,806,652	1,839,523	1,712,568	1,705,221	-0.43%
Assessor	406	530,016	507,400	449,332	440,510	-1.96%
Assesor Valuation Fund	407	508,508	519,867	536,275	563,493	5.08%
State Wide Computer Network	408	57,865	32,984	54,871	60,000	9.35%
Agricultural Agent	412	122,803	126,621	117,994	119,863	1.58%
County Clerk Elections	413	311,982	321,820	287,788	269,228	-6.45%
Magistrate Court	415	2,298	2,966	3,000	3,000	0.00%
Insurance Program	423	-	-	2,395,358	2,308,160	
Insurance Premium Increase 4-7%		-	-	-	115,001	
Maintenance Dept	424	1,078,105	1,038,506	1,067,784	1,039,564	-2.64%
Other Building	425	710,177	607,620	733,315	726,300	-0.96%
Data Processing (IT)	428	438,865	519,882	566,118	558,543	-1.34%
RDA	429	19,794	19,795	29,974	19,795	-33.96%
EC Development	431	553,549	528,383	458,585	453,382	-1.13%
Engineering, Planning, Zoning, GIS	440	1,379,995	1,472,453	1,275,722	1,279,302	0.28%
Transfers to Other Entities	697	3,067	38,193	3,100	40,000	100.00%
Law Enforcement	700	4,313,311	4,201,139	4,025,555	4,198,067	4.29%
Service of Process	701	18,700	9,006	18,900	15,175	-19.71%
Regional Jail	704	1,204,513	759,070	1,050,000	900,000	-14.29%
Homeland Security	711	238,496	233,985	240,403	242,571	0.90%
Communication Center (911)	712	1,807,990	1,907,582	2,010,039	2,115,965	5.27%
JCESA - Ambulance	715	2,102,376	2,263,293	2,622,847	3,327,760	26.88%
JCESA - Fire	713	665,000	1,493,683	1,497,500	1,585,000	5.84%
Animal Control	716	283,849	238,373	232,980	284,907	22.29%
Central Garage	717	301,626	255,317	312,879	355,995	13.78%
Health Department	800	79,980	80,380	80,782	193,586	139.64%
Landfill	808	-	-	-	-	
Parks and Recreation	900	742,886	675,974	988,892	889,682	-10.03%
Arts and Humanities	903	15,369	12,010	16,884	12,764	-24.40%
Community Center	908	-	-	-	45,000	100.00%
Historical Commission	909	25,257	17,784	25,001	20,401	-18.40%
Visitors Bureau	911	384,213	307,758	422,100	319,110	-24.40%
Library	916	330,000	330,000	330,000	395,320	19.79%
Senior Citizens	952	-	-	-	14,382	100.00%
Public Transit	953	20,000	60,000	30,000	60,000	100.00%
Total Expenditures		\$ 23,793,322	\$ 24,342,136	\$ 27,169,169	\$ 28,559,277	5.12%
Revenue		\$ 25,295,337	\$ 28,406,412	\$ 26,467,416	\$ 26,581,446	0.43%
Operating Surplus / (Deficit)		\$ 1,502,015	\$ 4,064,276	\$ (701,753)	\$ (1,977,831)	
Contingencies						
Contingency for Emergencies	696	\$ -	\$ -	\$ 200,000	\$ 200,000	0.00%
Operating Surplus / (Deficit) After Contingency for Emergency		1,502,015	4,064,276	(901,753)	(2,177,831)	
Transfers to Other Funds						
Trns to Capital Fund (5% Gambling)	698	\$ 562,000	\$ 600,000	\$ 899,350	\$ 1,069,300	
Trns to Capital Fund	698	38,755	-	3,797,736	-	
Subtotal Trns to C/O Fund		600,755	600,000	4,697,086	1,069,300	-77.23%
Trns to Stabilization Fund	696	-	-	-	-	
Trns (from) to Other Funds	696	(216,168)	(101,429)	-	-	
Total Transfers Out of General Fund		\$ 384,587	\$ 498,571	\$ 4,697,086	\$ 1,069,300	-77.23%
Net Use of Funds - Surplus / (Deficit)		\$ 1,117,428	\$ 3,565,705	\$ (5,598,839)	\$ (3,247,131)	
Beginning Fund Balance		699	\$ 5,186,147	\$ 6,303,575	\$ 9,869,280	\$ 5,733,006
Net Change in Fund Balance			1,117,428	3,565,705	(5,598,839)	(3,247,131)
Ending Fund Balance			\$ 6,303,575	\$ 9,869,280	\$ 4,270,441	\$ 2,485,875
Fund Balance as a % of Oper Exp			26.49%	40.54%	15.72%	8.70%
Fund Balance Reserve Policy						
JCC Policy Minimum of 16.67% of Exp		\$ 3,966,347	\$ 4,057,834	\$ 4,529,100	\$ 4,760,831	
JCC Goal of 20.00% of Expenditures		\$ 4,758,664	\$ 4,868,427	\$ 5,433,834	\$ 5,711,855	
State Required 10.0% of Expenditures		\$ 2,379,332	\$ 2,434,214	\$ 2,716,917	\$ 2,855,928	

General Fund

Five Year Projection (FY2022 - FY2026)

	2 Year Actuals		Projected			Projection				
	Actual	Actual	FY21		Proj	Budget	TREND	TREND	TREND	TREND
	FY19	FY20	Projection	Budget	Chg %	FY22	FY23	FY24	FY25	FY26
Revenue										
Taxes	13,827,216	14,365,058	14,519,911	14,944,397		15,128,654	15,562,885	15,998,485	16,458,385	16,932,085
<i>Tax Revenue % Inc/(Dec)</i>	8.4%	6.0%	1.1%	4.0%		1.2%	2.9%	2.8%	2.9%	2.9%
Tax Penalties	308,187	290,822	300,000	311,080	1.0%	303,000	306,030	309,090	312,180	315,300
Property Transfer	878,427	1,121,056	1,258,000	1,007,000	1.5%	1,276,870	1,296,020	1,315,460	1,335,190	1,355,220
Gas/oil	85,562	100,552	65,027	103,570	2.0%	66,330	67,660	69,010	70,390	71,800
Horse Racing	9,681	6,510	45,000	6,500	2.0%	45,900	46,820	47,760	48,720	49,690
Wine Liquor	43,303	255,144	310,000	250,810	2.0%	316,200	322,520	328,970	335,550	342,260
Hotel Occupancy	768,424	600,516	455,868	844,200	5.0%	638,220	765,860	788,840	828,280	869,690
<i>Hotel Occ % Inc/(Dec)</i>	-0.9%	-18.7%	-24.1%	40.6%		40.0%	20.0%	3.0%	5.0%	5.0%
Hotel Occupancy- Other Entity	3,067	38,193	30,000	3,100		30,000	30,000	30,000	30,000	30,000
Waste Coal	5,562	-	-	-		-	-	-	-	-
Bldg Permits	328,778	412,819	430,000	386,640		464,400	496,910	511,820	527,170	532,440
<i>Building Permit % Inc/(Dec)</i>	30.0%	49.6%	4.2%	-6.3%		8.0%	7.0%	3.0%	3.0%	1.0%
Grants	506,093	2,734,578	2,350,024	370,506		320,000	270,000	270,000	270,000	270,000
Payment in lieu of taxes	19,296	22,324	22,000	20,000		22,000	22,000	22,000	22,000	22,000
Sheriff Service Process	17,051	15,175	18,900	18,900		17,900	18,000	18,000	18,000	18,000
Sheriff Earnings	190,623	202,011	190,500	190,500	1.0%	192,300	194,220	196,160	198,120	200,100
Clerk Earnings	192,584	242,582	201,600	198,800	0.5%	211,200	212,260	213,320	214,390	215,460
Circuit Clerk Earnings	59,453	57,547	60,000	60,000	1.0%	60,000	60,600	61,210	61,820	62,440
Prosecuting Earnings	2,133	2,099	2,000	1,841	1.0%	1,893	1,910	1,930	1,950	1,970
Charges for Services	40,860	18,505	58,000	41,100		-	-	-	-	-
Rent	306,906	307,700	316,484	316,484	2.0%	316,484	322,810	329,270	335,860	342,580
Ambulance Billings (In Kind Fire)	-	916,183	920,000	920,000	1.0%	929,200	957,076	985,788	1,035,000	1,035,000
911 Fees	1,909,532	2,046,615	1,905,700	1,962,900		1,962,900	1,982,500	2,002,300	2,022,300	2,042,500
<i>911 Fees % Inc/(Dec)</i>	2.7%	16.2%	-6.9%	-4.1%		3.0%	1.0%	1.0%	1.0%	1.0%
Franchise Agreements	824,770	538,780	566,000	566,000		577,300	583,100	588,900	594,800	600,700
<i>Franchise Fees % Inc/(Dec)</i>	75.2%	3.9%	5.1%	5.1%		2.0%	1.0%	1.0%	1.0%	1.0%
IRP fees	18,789	14,694	17,200	17,200	1.0%	19,000	19,190	19,380	19,570	19,770
Jail fees	97,087	81,112	98,000	98,000	0.5%	98,000	98,490	98,980	99,470	99,970
Interest	36,954	41,153	57,490	33,413	0.2%	38,502	38,580	38,660	38,740	38,820
Misc revenue	66,434	58,943	4,300	4,300	1.0%	50,400	50,900	51,410	51,920	52,440
Sheriff Commission	11,514	9,160	11,520	11,600	1.0%	11,600	11,720	11,840	11,960	12,080
Table Games	635,682	508,749	392,170	479,400		365,400	372,700	380,200	380,200	372,600
<i>Table Games % Inc/(Dec)</i>	-13.7%	-19.8%	-22.9%	-5.8%		-6.8%	2.0%	2.0%	0.0%	-2.0%
Filing Fees	4,941	-	-	-		-	-	-	-	-
Video Lottery	2,999,873	2,428,346	2,212,202	2,314,600		2,114,800	2,157,100	2,200,200	2,200,200	2,156,200
<i>Video Lottery % Inc/(Dec)</i>	-5.8%	-20.1%	-8.9%	-4.7%		-4.4%	2.0%	2.0%	0.0%	-2.0%
Reimbursements	267,937	193,321	170,000	184,300	1.0%	175,500	177,260	179,030	180,820	182,630
Gain/Loss on Sale of Fixed Assets	10,922	-	-	-		-	-	-	-	-
Charges to other entities	-	-	58,000	-		-	-	-	-	-
Trans from other entities	220	1,530	-	-		-	-	-	-	-
General School Reimbursements	307,276	252,026	264,000	264,000	1.0%	264,000	266,640	269,310	272,000	274,720
Trns Assessor Val fund	510,200	522,609	536,275	536,275	2.0%	563,493	574,760	586,260	597,990	609,950
Total Revenue	25,295,337	28,406,412	27,846,171	26,467,416		26,581,446	27,286,521	27,923,583	28,572,975	29,128,415

Jefferson County Commission

General Fund

Five Year Projection (FY2022 - FY2026)

	2 Year Actuals					Projected Budget FY22	Projection			
	Actual FY19	Actual FY20					FY21		TREND FY23	TREND FY24
			Projection	Budget	Proj Chg %					
Expenditures										
Commission	1,928,692	2,036,168	1,878,671	1,907,280	2.0%	1,934,009	1,972,690	2,012,140	2,052,380	2,093,430
Employee Increases (~2% Merit)	-	-	-	-		195,000	198,900	202,878	206,936	211,074
Employee Increases (COLA)	-	-	-	-		75,000	80,300	85,900	91,900	98,300
County Clerk	677,164	740,849	653,325	663,274	2.0%	662,011	675,250	688,760	702,540	716,590
Circuit Clerk	623,346	632,535	500,838	508,465	2.0%	522,593	533,040	543,700	554,570	565,660
Sheriff's Tax Office	506,881	512,826	490,122	497,586	2.0%	493,616	503,490	513,560	523,830	534,310
Prosecuting Attorney	1,806,652	1,839,523	1,686,879	1,712,568	2.0%	1,705,221	1,739,330	1,774,120	1,809,600	1,845,790
Assessor	530,016	509,367	442,592	449,332	2.0%	440,510	449,320	458,310	467,480	476,830
Assesor Valuation Fund	508,508	519,867	528,231	536,275	2.0%	563,493	574,760	586,260	597,990	609,950
State Wide Computer Network	57,865	32,984	54,048	54,871	2.0%	60,000	61,200	62,420	63,670	64,940
Agricultural Agent	122,803	126,621	116,224	117,994	2.0%	119,863	122,260	124,710	127,200	129,740
County Clerk Elections	311,982	321,820	283,471	287,788	2.0%	269,228	274,610	280,100	285,700	291,410
Magistrate Court	2,298	2,963	2,955	3,000	2.0%	3,000	3,060	3,120	3,180	3,240
Insurance Program	-	-	2,347,870	2,383,624	2.0%	2,308,160	2,354,320	2,401,410	2,449,440	2,498,430
Health Increases (5%)	-	-	-	-		115,001	115,000	120,750	126,788	133,127
Maintenance Dept	1,078,105	1,045,787	1,051,767	1,067,784	3.0%	1,039,564	1,070,750	1,102,870	1,135,960	1,170,040
Other Building	710,177	613,514	715,406	726,300	2.0%	726,300	740,830	755,650	770,760	786,180
Data Processing (IT)	438,865	526,872	539,259	547,471	2.0%	558,543	569,710	581,100	592,720	604,570
RDA	19,794	19,794	29,524	29,974	2.0%	19,795	20,190	20,590	21,000	21,420
EC Development	553,549	528,383	451,706	458,585	2.0%	453,382	462,450	471,700	481,130	490,750
Engineering, Planning, Zoning, GIS	1,379,995	1,472,612	1,256,586	1,275,722	2.0%	1,279,302	1,304,890	1,330,990	1,357,610	1,384,760
Hotel Occupancy Other Entities	3,067	38,193	30,000	3,100		40,000	30,000	30,000	30,000	30,000
Contingency for Emergencies	-	-	197,000	200,000		200,000	200,000	200,000	200,000	200,000
Law Enforcement	4,313,311	4,209,711	3,830,009	3,888,334	2.0%	4,198,067	4,282,030	4,367,670	4,455,020	4,544,120
Service of Process	18,700	9,096	18,617	18,900		15,175	18,000	18,000	18,000	18,000
Regional Jail	1,204,513	759,070	1,034,250	1,050,000	2.0%	900,000	918,000	936,360	955,090	974,190
Regional Jail % Inc/(Dec)	-20.1%	-52.0%	36.3%	38.3%		-13.0%	2.0%	2.0%	2.0%	2.0%
Homeland Security	238,496	233,985	236,797	240,403	2.0%	242,571	247,420	252,370	257,420	262,570
Communication Center (911)	1,807,990	1,908,901	1,967,323	1,997,282	2.0%	2,115,965	2,158,280	2,201,450	2,245,480	2,290,390
JCESA - Ambulance	2,102,376	1,493,683	2,697,847	2,622,847	2.0%	3,327,760	3,394,320	3,462,210	3,531,450	3,602,080
JCESA - Fire	665,000	2,263,293	2,417,500	1,497,500	0.0%	1,585,000	1,534,576	1,563,288	1,612,500	1,612,500
Animal Control	283,849	238,373	229,485	232,980	2.0%	284,907	290,610	296,420	302,350	308,400
Central Garage	301,626	256,392	308,186	312,879	6.0%	355,995	377,350	399,990	423,990	449,430
Health Department	79,980	80,380	80,782	80,782	2.0%	193,586	197,460	201,410	205,440	209,550
Parks and Recreation	742,886	675,974	785,813	803,892	2.2%	889,682	814,053	825,956	845,289	865,524
Arts and Humanities	15,367	12,010	9,117	16,884	5.0%	12,764	15,317	15,777	16,566	17,394
Community Center	-	-	-	-		45,000	-	-	-	-
Historical Commission	25,257	17,784	13,501	25,001	5.0%	20,401	22,681	23,361	24,530	25,756
Visitors Bureau	384,213	307,758	285,934	422,100	5.0%	319,110	382,930	394,420	414,140	434,845
Library	330,000	330,000	330,000	330,000	0.0%	395,320	395,320	395,320	395,320	395,320
Senior Citizens	-	-	-	-		14,382	14,382	14,382	14,382	14,382
Public Transit	20,000	60,000	30,000	30,000		60,000	60,000	60,000	60,000	60,000
Total Expenditures	23,793,323	24,377,088	27,531,635	27,000,777		28,759,276	29,179,079	29,779,422	30,429,350	31,044,992
Net Surplus / (Deficit)	1,502,014	4,029,324	314,536	(533,361)		(2,177,831)	(1,892,558)	(1,855,839)	(1,856,376)	(1,916,578)

Jefferson County Commission
General Fund
Five Year Projection (FY2022 - FY2026)

Date Prepared: 1/30/2021

	2 Year Actuals		FY21		Proj	Projected	Projection			
	Actual	Actual				Budget	TREND	TREND	TREND	TREND
	FY19	FY20	Projection	Budget	Chg %	FY22	FY23	FY24	FY25	FY26
Net Surplus / (Deficit)	1,502,014	4,029,324	314,536	(533,361)		(2,177,831)	(1,892,558)	(1,855,839)	(1,856,376)	(1,916,578)
Transfers from/ (to) Other Funds										
Transfers to Capital Outlay Fund										
Trns to Capital Fund (5% Gambling)	(562,000)	(600,000)	(740,000)	(740,000)		(1,069,300)	(1,065,100)	(1,226,700)	(1,385,100)	(1,540,300)
Trns to Capital Fund	(38,755)	-	(3,710,810)	(3,710,810)		-	-	-	-	-
Subtotal Trns to Capital Outlay Fund	(600,755)	(600,000)	(4,450,810)	(4,450,810)		(1,069,300)	(1,065,100)	(1,226,700)	(1,385,100)	(1,540,300)
Trns from Coal Severance Fund	70,000	-	-	-		-	-	-	-	-
Trns from (to) Other Funds	146,169	136,381	-	-		-	-	-	-	-
Total Transfers Out of General Fund	(384,586)	(463,619)	(4,450,810)	(4,450,810)		(1,069,300)	(1,065,100)	(1,226,700)	(1,385,100)	(1,540,300)
Net Uses of Funds -Surplus/(Deficit)	1,117,428	3,565,705	(4,136,274)	(4,984,171)		(3,247,131)	(2,957,658)	(3,082,539)	(3,241,476)	(3,456,878)
Fund Balance										
Beginning Fund Balance	5,186,147	6,303,575	9,869,280	9,336,259		5,733,006	2,485,875	(471,783)	(3,554,322)	(6,795,798)
Net Change in Fund Balance	1,117,428	3,565,705	(4,136,274)	(4,984,171)		(3,247,131)	(2,957,658)	(3,082,539)	(3,241,476)	(3,456,878)
Ending Fund Balance	6,303,575	9,869,280	5,733,006	4,352,088		2,485,875	(471,783)	(3,554,322)	(6,795,798)	(10,252,676)
Fund Balance as a % of Operating Exp	26.49%	40.49%	20.82%	16.12%		8.64%	-1.62%	-11.94%	-22.33%	-33.0%

			Projection for FY22 thru FY26				
		FY21 Projected	FY22	FY23	FY24	FY25	FY26
Beginning Fund Balance		4,146,359	7,909,945	8,878,752	10,944,252	10,194,552	9,318,652
Transfers from General Fund		4,697,086	2,107,807	1,065,100	1,226,700	1,385,100	1,540,300
Transfers from Financial Stab Fund		200,000	-	-	-	-	-
Grant Revenue							
Financing Proceeds		-	-	4,320,000	1,080,000	-	8,036,000
Other Revenues		15,000	15,000	15,000	15,000	15,000	15,000
Less: Debt Payments		-	-	-	-	-	-
Less: Bond Issuance Costs 8%		-	-	135,600	86,400	-	642,880
Less: Bond Debt Pmts 4%-15 YR		-	-	200,000	400,000	500,000	800,000
Less: ESA Debt Payment		66,000	81,000	81,000	81,000	81,000	81,000
Less: Expenditures		1,082,500	1,073,000	2,918,000	2,504,000	1,695,000	7,680,000
Ending Fund Balance		7,909,945	8,878,752	10,944,252	10,194,552	9,318,652	9,706,072
Fund Balance Requirements	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Minimum Reserve Met	No	Yes	Yes	Yes	Yes	Yes	Yes
(Per JCC Cap Outlay Policy 307)							

Priority					Projection for FY22 thru FY26					Project
(1-5)	Description	Page No.	Location/Building	FY21 Projected	FY22	FY23	FY24	FY25	FY26	Total
1	Courthouse Repairs	1	Courthouse	\$0	\$0	\$150,000	\$200,000	\$150,000	\$150,000	\$650,000
1	Magistrate Court-2nd Floor Renovations	2	Courthouse	\$0	\$0	\$300,000	\$0	\$0	\$0	\$300,000
1	DataCenter Hardware Upgrade	3	IT Data Processing	\$0	\$280,000	\$0	\$0	\$0	\$0	\$280,000
1	911 Center Monitor Replacement		IT Data Processing	\$12,500	\$0	\$0	\$0	\$0	\$0	\$0
1	Maintenance Utility	4	Maintenance Utility	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
1	Maintenance Truck	5	Maintenance Truck	\$0	\$35,000	\$0	\$0	\$0	\$0	\$35,000
1	911 Communication Vehicle	6	911 Communications	\$0	\$30,000	\$0	\$0	\$0	\$0	\$30,000
2	Replacement Vehicle	7	Sheriff Law Enforcement	\$225,000	\$300,000	\$225,000	\$225,000	\$225,000	\$225,000	\$1,200,000
2	Replacement Vehicle	8	Animal Control	\$0	\$50,000	\$0	\$50,000	\$0	\$50,000	\$150,000
2	Parking Area Downtown	9	Downtown Campus	\$0	\$0	\$0	\$0	\$0	\$55,000	\$55,000
3	Remodel / Renovations	10	Animal Control / Old School House	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
3	Vehicle Replacement	11	Engineering	\$0	\$28,000	\$28,000	\$29,000	\$0	\$0	\$85,000
4	Elevator	12	Mason/Moffit Buildings	\$0	\$0	\$0	\$0	\$250,000	\$0	\$250,000
5	Area Between Buildings	13	Sheriff & 911 Communications	\$0	\$0	\$0	\$0	\$0	\$70,000	\$70,000
1	Impact Fee Recalculation		Engineering	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0
3	Shepherdstown Public Library	14	Building Renovations	\$0	\$200,000	\$0	\$0	\$0	\$0	\$200,000
3	Historical Commision	15	Building & Site Renovations	\$0	\$0	\$0	\$0	\$0	\$300,000	\$300,000
5	Police Headquarters	16	Building Purchase & Renovation	\$0	\$0	\$0	\$0	\$0	\$2,500,000	\$2,500,000
1	Courthouse Portico	17	Courthouse	\$0	\$0	\$0	\$0	\$0	\$30,000	\$30,000
1	County Campus	18	Building Purchases, Demo, Construction	\$0	\$0	\$2,000,000	\$2,000,000	\$1,000,000	\$0	\$5,000,000
5	Police Substation	19	Renovation	\$0	\$0	\$0	\$0	\$0	\$2,200,000	\$2,200,000
5	JCESA Expansion	20	JCESA	\$0	\$0	\$0	\$0	\$0	\$2,000,000	\$2,000,000
1	JCESA Vehicles & Eqpt	21	JCESA	\$130,000	\$120,000	\$65,000	\$0	\$70,000	\$0	\$255,000
Totals				\$422,500	\$1,073,000	\$2,768,000	\$2,504,000	\$1,695,000	\$7,680,000	\$15,720,000

		Projection for FY22 thru FY26					
	FY21 Projected	FY22	FY23	FY24	FY25	FY26	
Beginning Fund Balance	4,146,359	7,909,945	8,878,752	10,944,252	10,194,552	9,318,652	
Transfers from General Fund	4,697,086	2,107,807	1,065,100	1,226,700	1,385,100	1,540,300	
Transfers from Financial Stab Fund	200,000	-	-	-	-	-	
Grant Revenue	-	-	-	-	-	-	
Financing Proceeds	-	-	4,320,000	1,080,000	-	8,036,000	
Other Revenues	15,000	15,000	15,000	15,000	15,000	15,000	
Less: Debt Payments	-	-	-	-	-	-	
Less: Bond Issuance Costs 8%	-	-	135,600	86,400	-	642,880	
Less: Bond Debt Pmts 4%-15 YR	-	-	200,000	400,000	500,000	800,000	
Less: ESA Debt Payment	66,000	81,000	81,000	81,000	81,000	81,000	
Less: Expenditures	1,082,500	1,073,000	2,918,000	2,504,000	1,695,000	7,680,000	
Ending Fund Balance	7,909,945	8,878,752	10,944,252	10,194,552	9,318,652	9,706,072	

Fund Balance Requirements	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Minimum Reserve Met	No	Yes	Yes	Yes	Yes	Yes	Yes

(Per JCC Cap Outlay Policy 307)

Description		Budget	FY17 Expensed Amount	FY18 Expensed Amount	FY19 Expensed Amount	FY20 Expensed Amount	FY21 Expensed Amount	Total Expensed Amount	Remaining Amount
<i>C/O Projects</i>									
201 N George St JC17/201	FY17	1,974	1,974					1,974	-
Magistrate Ct 3rd Floor Reno JC1707C3	FY17	450,000	455,449	24,625	-	-	-	480,074	(30,074)
Courthouse Windows JC1701CW	FY17	100,000		52,200	93,800	-	-	146,000	(46,000)
Fire Escape (Moffitt) JC1702FE	FY17	40,000		36,445	19,987	-	-	56,432	(16,432)
Tax Office Remodel JC1703TX	FY17	20,000		11,230				11,230	8,770
Fire Alarm Mason JC1704FA	FY17	15,000	12,778	2,061				14,839	161
Hunter House Windows JC1705HH	FY17	20,000			550	-	-	550	19,450
Lighting Retro JC1706LR	FY17	15,000	12,939					12,939	2,061
Utility Vehicle-Bobcat	FY17	33,800	31,716					31,716	2,084
Elections Pollbook Payment	FY17	178,488	178,488					178,488	-
Subtotal FY17		874,262	693,344	126,561	114,337	-	-	934,241	(59,979)
Maintenance Van	FY18	25,000		20,295				20,295	4,705
WWTP Plant Decommission JC1801WW	FY18	39,000		19,248				19,248	19,752
NICE Audio Recorders JC1802AR	FY18	80,000		78,180 *				78,180 *	1,820
911 Telephone System JC1803TS	FY18	440,000						-	440,000
Financial System JC1804ER	FY18	301,675		59,373 **	75,959	29,550	-	164,882 **	136,794
Hunter House HVAC JC1805HH	FY18	35,000						-	35,000
Comm Ctr HVAC JC1806CC	FY18	40,000						-	40,000
Animal Control Vehicle	FY18	45,000		43,175				43,175	1,825
Sheriff Vehicles	FY18	80,000		79,186				79,186	814
Lighting Retro JC1706LR	FY18	15,000		-				-	15,000
Elections Pollbook Payment	FY18	180,108		180,108				180,108	-
ESA Mtg Pmt	FY18	70,000		61,000				61,000	9,000
Subtotal FY18		1,350,783	-	540,565	75,959	29,550	-	646,074	704,709
Courthouse Repairs JC1001	FY19	150,000				152,000	-	152,000	(2,000)
Lagoon & Sinkhole Const	FY19	280,000			276,839	-	-	276,839	3,161
Sheriff Vehicles	FY19	183,000			167,923	-	-	167,923	15,077
Smoot Building Repairs	FY19	25,000						-	25,000
Eng Vehicle	FY19	25,000			22,614			22,614	2,386
Shepherdstown Library	FY19	100,000			100,000	-	-	100,000	-
Elections Pollbook Payment	FY19	180,108			180,108			180,108	-
ESA Mtg Pmt	FY19	81,000			81,000			81,000	-
Subtotal FY19		1,024,108	-	-	828,484	152,000	-	980,484	43,624
Courthouse Repairs JC1001	FY20	150,000						-	150,000
Lagoon & Sinkhole Const	FY20	50,000				24,266	-	24,266	25,734
IBM AS400 Replacement	FY20	45,000				41,032	-	41,032	3,968
911 Center Monitor Replacement	FY20	12,500						-	12,500
Air Handler-Pub Svc Center	FY20	100,000						-	100,000
Animal Control-Renovations	FY20	13,000						-	13,000
Sheriff Vehicles	FY20	200,000				192,174	-	192,174	7,826
Magistrate Court 2nd Floor Renov	FY20	50,000						-	50,000
Eng Vehicle	FY20	25,000				-	-	-	25,000
Impact Fee Recalculation	FY20	55,000						-	55,000
County Campus	FY20	50,000						-	50,000
JCESA Vehciles	FY20	60,000					57,976	57,976	2,024
Bolivar-Harpers Ferry Library	FY20	20,000				20,000	-	20,000	-
Elections Pollbook Payment	FY20	180,108				180,108	-	180,108	-
ESA Mtg Pmt	FY20	61,000				61,000		61,000	-
Subtotal FY20		1,071,608	-	-	-	518,580	57,976	576,556	495,052
Financial System JC1804ER	FY21	57,350						-	57,350
IT DataCenter Windows Server	FY21	45,000						-	45,000
County Campus	FY21	500,000						-	500,000
Animal Control Vechicle	FY21	45,000						-	45,000
Sheriff Vehicles	FY21	225,000						-	225,000
JCESA Vehciles	FY21	130,000						-	130,000
ESA Mtg Pmt	FY21	81,000					66,000	66,000	15,000
Subtotal FY21		1,083,350	-	-	-	-	66,000	66,000	1,017,350
Totals		3,249,153	693,344	667,126	1,018,780	700,130	123,976	3,203,355	2,200,756

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Building Repairs
Project Number

Type Maintenance
Useful Life 1 year
Category Buildings & Structures
Location Maintenance
Fiscal Year Submitted FY 2019
Department Maintenance
Contact Laura Kuhn
Priority 1



Project Picture

Project Description

Repairs to exterior of Courthouse and other County Buildings.

Justification

Estimated Project Time

Budget Impact/Other

FY19: 'No bids received for the Courthouse exterior at this time and no similar projects to base a cost estimate; however, construction costs could be in the range of \$150,000 to \$300,000

Previously Approved Budget

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Buildings & Structures	-	150,000	200,000	150,000	150,000	650,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	150,000	200,000	150,000	150,000	650,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	150,000	200,000	150,000	150,000	650,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	150,000	200,000	150,000	150,000	650,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Remodel-2nd floor Magistrate Court-3rd courtroom
Project Number

Type Maintenance
Useful Life 1 year
Category Buildings & Structures
Location Courthouse
Fiscal Year Submitted FY 2019
Department Maintenance
Contact Laura Kuhn
Priority 1



Project Picture

Project Description

Remodel and renovations to the 2nd floor of the Courthouse to add a 3rd courtroom and remove several offices.

Justification

Estimated Project Time

Budget Impact/Other

No bids received at this time and no similar projects to base a cost estimate; however, construction costs could be in the range of \$250,000 to \$300,000

Expenditures	FY22	FY23	FY24	FY25	FY26	Total
Buildings & Structures	-	300,000	-	-	-	300,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	300,000	-	-	-	300,000
Funding Sources	FY22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	300,000	-	-	-	300,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	300,000	-	-	-	300,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name DataCenters Hardware Infrastructure Upgrades/Replacements
Project Number

Type New Purchase **Department** Information Technology
Useful Life 7-10years **Contact** Russell Burgess
Category Network Hardware **Priority** 1
Location Information Technology
Fiscal Year Submitted 2022

Project Picture

Project Description

Downtown DataCenter and Emergency Communications DataCenter requirement to maintain voice and data networks infrastructure to meet the requirements for software applications being utilized by the Jefferson County Commission and the Jefferson County Elected Officials. Virtual infrastructure must be upgraded to meet virtualization hardware requirements to maintain current software levels supporting the counties infrastructure and CyberSecurity Initiatives. Software and Hardware must be upgraded and maintained for CyberSecurity purposes above all others.

Justification

The Downtown DataCenter and the Emergency Communications DataCenter virtualization hardware has exceeded its lifespan and no longer supports current software required to meet minimum requirements for CyberSecurity threats.

Estimated Project Time

Original expectations were for replacement beginning first quarter 2021, however with COVID the timeline has been extended.

Budget Impact/Other

The original hardwares lifespan has been exceeded.

Expenditures	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Hardware	280,000	-	-	-	-	280,000
						-
						-
						-
Total	280,000	-	-	-	-	280,000
Funding Sources	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Capital Outlay	280,000	-	-	-	-	280,000
State Grant						-
Federal Grant						-
General Fund						-
						-
Total	280,000	-	-	-	-	280,000

Capital Improvement Program
Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Maintenance Vehicle
Project Number	

Type Replacement
Useful Life 15 Years
Category Automobiles
Location Maintenance
Fiscal Year Submitted 2022
Department Maintenance
Contact Laura Kuhn
Priority 1



Project Picture

Project Description

I am requesting the purchase of a new mid-sized utility vehicle equivalent to a Ford Explorer or comparable vehicle. The primary use of this vehicle is for use by the Maintenance Director. The Maintenance Department has not purchased a vehicle since 2017.

Justification

This request is to replace a 2008 Ford Escape. This vehicle is 13 years old and has approximately 78,000 miles. This vehicle was formerly used by the Assessor's office. In 2009 and 2010 it was involved in incidents where it sustained front end damage. In 2018 the vehicle transferred to the Maintenance Department. This vehicle is a break down risk and a risk for costly repairs. It has had several oil leaks in the past year.

Upon replacement, this vehicle will likely be sold at auction.

Estimated Project Time

Would like to order and take delivery of vehicle in July 2021.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Vehicles & Equipment	30,000	-		-		30,000
						-
						-
						-
Total	30,000	-	-	-	-	30,000
Funding Sources	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Capital Outlay	30,000	-	-	-	-	30,000
State Grant						-
Federal Grant						-
General Fund						-
						-
Total	30,000	-	-	-	-	30,000

Capital Improvement Program
Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Maintenance Truck
Project Number	

Type	Replacement	Department	Maintenance
Useful Life	15 Years	Contact	Laura Kuhn
Category	Automobiles	Priority	1
Location	Maintenance		
Fiscal Year Submitted	2022		



Project Picture

Project Description

I am requesting the purchase of a new Maintenance Truck equivalent to a Ford F250 or comparable vehicle. The primary use of this vehicle is a work vehicle for our Maintenance Mechanic/Plumber. This would also serve as our second snow plow truck during winter weather conditions. The Maintenance Department has not purchased a vehicle since 2017.

Justification

This request is to replace a 2006 Ford F250. This truck has approximately 72,000 miles and is 15 years old. This vehicle was involved in an accident in 2015 and required major repairs at that time. This vehicle is at risk for costly repairs.

Upon replacement, this vehicle will likely be sold at auction.

Estimated Project Time

Would like to order and take delivery of vehicle in July 2021.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Vehicles & Equipment	35,000	-				35,000
						-
						-
						-
Total	35,000	-	-	-	-	35,000
Funding Sources	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Capital Outlay	35,000	-	-	-	-	35,000
State Grant						-
Federal Grant						-
General Fund						-
						-
Total	35,000	-	-	-	-	35,000

Capital Improvement Program
Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	911 Communications Vehicle
Project Number	



Project Picture

Type	Replacement	Department	911 Communications
Useful Life	15 Years	Contact	Laura Kuhn
Category	Automobiles	Priority	1
Location	911 Communications		
Fiscal Year Submitted	2022		

Project Description

I am requesting, on behalf of the 911 Communications department, the purchase of a new mid-sized utility vehicle equivalent to a Ford Explorer or comparable vehicle. The primary use of this vehicle is for the 911 Communications Director.

Justification

The request is to replace a 2006 Dodge Durango used by the 911 Communications Department. This Dodge has approximately 125,000 miles on it and is 15 years old. This vehicle is showing it's age and is a risk for costly repairs. This is the first new vehicle that the 911 Department has requested since the purchase of the 2006 Durango.

Upon replacement, this vehicle will likely be sold at auction.

Estimated Project Time

Would like to order and take delivery of vehicle in July 2021.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Vehicles & Equipment	30,000	-		-		30,000
						-
						-
						-
Total	30,000	-	-	-	-	30,000
Funding Sources	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Capital Outlay	30,000	-	-	-	-	30,000
State Grant						-
Federal Grant						-
General Fund						-
						-
Total	30,000	-	-	-	-	30,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Sheriff Law Enforcement Vehicle Replacement
Project Number

Type New Purchase
Useful Life 5-10 Years
Category Automobiles
Location Sheriff
Fiscal Year Submitted FY2019
Department Sheriff Law Enforcement
Contact Thomas Hansen
Priority 2



Project Picture

Project Description

To purchase and equip four patrol vehicles and a vehicle for the Sheriff.

Justification

Having reliable patrol vehicles is paramount in fulfilling our commitment to the community. Without a fleet of properly equipped, safe, functioning vehicles we are unable to respond to calls for service. Additionally, we need to have reliable pool cars available for when patrol vehicles are in for routine maintenance or repairs so that deputies may continue to respond to calls for service while waiting for their regular patrol vehicle is being serviced. We currently have one pool vehicle.

Estimated Project Time

Would like to order and take delivery of vehicles as soon as possible.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Vehicles	300,000	225,000	225,000	225,000	225,000	1,200,000
						-
						-
						-
Total	300,000	225,000	225,000	225,000	225,000	1,200,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	300,000	225,000	225,000	225,000	225,000	1,200,000
						-
						-
						-
Total	300,000	225,000	225,000	225,000	225,000	1,200,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Animal Control Vehicle Replacement
Project Number

Type New Purchase
Useful Life 5-10 Years
Category Automobiles
Location Animal Control
Fiscal Year Submitted FY2019
Department Animal Control
Contact Thomas Hansen
Priority 2



Project Picture

Project Description

To purchase and equip an animal control vehicle and insert

Justification

Having reliable animal control vehicles is an essential element to an animal control officer performing their job

Estimated Project Time

Would like to order and take delivery of vehicles as soon as possible.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Vehicles	50,000	-	50,000	-	50,000	150,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	50,000	-	50,000	-	50,000	150,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	50,000	-	50,000	-	50,000	150,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	50,000	-	50,000	-	50,000	150,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Parking Area Downtown
Project Number	4



Project Picture

Type	Repair	Department	Maintenance
Useful Life	10 years +	Contact	Laura Kuhn
Category		Priority	2
Location	Charles Town		
Fiscal Year Submitted	FY17		

Project Description

Parking area behind Courthouse and Hunter House building is starting to deteriorate. The parking area needs resurfaced and redesigned to maximize the vehicle parking area.

Justification

Areas of the parking area are sinking and cracking. Mason building down spouts are no longer effective Pot holes and major yearly repairs are going to start within the next couple of years.

Estimated Project Time

One month

Budget Impact/Other

If the parking area is not resurfaced it will start to have a major impact on the Maintenance Department budget in the coming years.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Material and Labor	-	-	-	-	55,000	55,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	55,000	55,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund	-	-	-	-	55,000	55,000
State Grant	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	55,000	55,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Animal Control		
Project Number			
Type	Construction	Department	Maintenance
Useful Life	15+ Years	Contact	Laura Kuhn
Category	Buildings	Priority	3
Location	Animal Control		
Fiscal Year Submitted	FY16		



Project Picture

Project Description
FY20: 'Installation of Kennels at the Animal Control Building. Future Years: Remodel Animal Control or begin renovations on the old school house.

Justification
'The kennels at Animal Control are aging and are in constant need of maintenance and repairs. Office space is at an minimum amount for the Animal Control Officers.

Estimated Project Time

Budget Impact/Other

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Maintenance	-	-	-	-	100,000	100,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	100,000	100,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	-	-	-	100,000	100,000
State Grant	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	100,000	100,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Engineering Vehicles
Project Number

Type Replacement
Useful Life 10 Years
Category Automobiles & Trucks
Location Engineering
Fiscal Year Submitted FY19
Department Engineering
Contact Roger Goodwin
Priority 1



Project Picture

Project Description

Due to an aging fleet, increased repairs and downtime, the Department of Engineering, Planning & Zoning needs to build in a regular replacement cycle for its existing vehicles. We anticipate the need to replace three vehicles over the next five years. The Engineering, Planning & Zoning Office requests approval for the purchase of a new vehicle in FY22.

Justification

The Department of Engineering, Planning & Zoning utilizes two vehicles for land development related site visits and inspections. The Department of Engineering, Planning & Zoning also shares its vehicles with other departments and elected officials for out-of-town travel related purposes. Vehicles are also used to transport Property Safety Enforcement Agency board members on inspections. The new vehicles are needed in order to have vehicles that are more safe and less prone to breakdowns. The vehicles need to be AWD/4x4 (Ford Escape, Chevy Equinox, etc) since we utilize them in winter weather. The other departments and elected officials using our vehicles for out-of-town travel related purposes also need AWD since they utilize them in winter conditions on long trips. In summary, the new vehicles are needed in order to have vehicles that are more safe and less prone to breakdowns. The Engineering, Planning & Zoning Office requests approval for the purchase of a new vehicle in FY22. The staff is currently utilizing a vehicle that is a 2006 Ford Explorer. The current vehicle is over 14 years old and could pose a safety and break down risk.

Estimated Project Time

Would like to order and take delivery of one vehicle in July 2021. The second vehicle is requested for FY23, and the third vehicle for FY24

Budget Impact/Other

The cost of yearly WV state inspections, routine maintenance costs and fuel costs+A1 will continue at the current level. However, as older vehicles are replaced, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY'23	FY'24	FY'25	FY'26	Total
Automobiles & Trucks	28,000	28,000	29,000	-	-	85,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	28,000	28,000	29,000	-	-	85,000

Funding Sources	FY'22	FY'23	FY'24	FY'25	FY'26	Total
General Fund Transfers to CIP	28,000	28,000	29,000	-	-	85,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	28,000	28,000	29,000	-	-	85,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Elevator for Mason/Moffit
Project Number

Type Construction
Useful Life 20 +years
Category Equipment
Location Mason/Moffit
Fiscal Year Submitted FY16

Department Maintenance
Contact Laura Kuhn
Priority 4



Project Picture

Project Description

Install an elevator to access the Moffit and Mason buildings. The ideal location would be where the Smoot building is located.

Justification

This would make both buildings ADA compliant. At which point, the space on the second floor could be better utilized.

Estimated Project Time

3 to 6 months

Budget Impact/Other

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Equipment	-	-	-	250,000	-	250,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	250,000	-	250,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	-	-	250,000	-	250,000
State Grant	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	250,000	-	250,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Area between Sheriff and Communications Ctr
Project Number 5

Type Construction
Useful Life 20+ years
Category Land Improvements
Location Bardane Campus
Fiscal Year Submitted FY17

Department Maintenance
Contact Laura Kuhn
Priority 5



Project Picture

Project Description

Utilize the area between the Sheriff's office and the 911 Communications Center for parking or a small office/storage building for Sheriff.

Justification

Parking is becoming a premium at the Communications Center and Sheriff's building. As well as, space needed for the reserves and deputies and storage.

Estimated Project Time

3 to 6 months

Budget Impact/Other

There is no budget impact at this time.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Professional Services/	-	-	-	-	70,000	70,000
Construction/Labor	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	70,000	70,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	-	-	-	70,000	70,000
State Grant	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	70,000	70,000

Capital Improvement Program

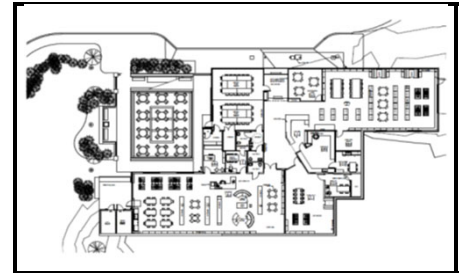
Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Shepherdstown Public Library
Project Number

Type Improvement
Useful Life 15-20 Years
Category Furnishings
Location Shepherdstown
Fiscal Year Submitted FY22

Department Libraries
Contact Hali Taylor
Priority 3



Project Picture

Project Description

The new library project is going strong with site work nearing the 50% complete mark. However, due in large part to the COVID-19 pandemic and destructive hurricanes in 2020, construction costs have risen so sharply that the decision was made to redesign the library to one story and rebid the building portion of the project. New estimates total approximately \$2.86 million. We have funds to cover the site work at \$642,000 and the building itself, but the furniture costs will be bid separately. A conservative estimate is around \$300,000. A commitment of \$200,000 from the Jefferson County Commission will be significant in helping us bring this long-awaited project to a beautifully furnished and successful conclusion.

Justification

The Shepherdstown Public Library has devoted itself to building a new library for the county for many years. As mentioned, the bid costs were significantly higher than expected. As the bid package was for the building only, the bids themselves did not include furniture costs, which were to be bid separately. Our new estimate will allow us to build our wonderful building but we must still raise funds for the furniture itself. We have received a couple of estimates for the furniture package, and in order to reduce the still high cost, we have decided to move as much of our old furniture as possible into the new space to save money. We still need funds, however, as we will have significantly more space; for instance, we will need meeting room tables and chairs, interior bookshelves, and furniture for the expanded youth services and teen areas.

Estimated Project Time

Budget Impact/Other

One-time Contribution

Previously Approved Budget \$ 100,000

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Contributions to Other Entities	200,000	-	-	-	-	200,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	200,000	-	-	-	-	200,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	200,000	-	-	-	-	200,000
Impact Fees	-	-	-	-	-	-
	-	-	-	-	-	-
Total	200,000	-	-	-	-	200,000

Project Total \$ 300,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name Historic Landmarks Commission
Project Number

Type Improvement
Useful Life 30 Years
Category Buildings
Location Jefferson County
Fiscal Year Submitted FY19

Department JCHLC
Contact Martin Burke
Priority 3



Project Picture

Project Description

- 1) Site improvements and security upgrades at Peter Burr Farm \$150,000
Purchase of approximately three acres of property in front of main house to provide visual buffer and community garden area. Improve site definition and security. Relocate chain link fence away from main house & spring house. Construct perimeter fencing to define and protect site and visitors. Install additional security sensors and cameras. Install crushed stone paths to provide ADA access to all structures. Repair upstairs lath and plaster in main house. Restore main house fire place. Extend water line to kitchen garden. Utility building renovations, kitchen and bathrooms .
- 2) Ruins stabilization, safety upgrades, and construction of a pull off at Shepherdstown Battlefield \$50,000
Removal of trees and vegetation from stone foundations. Preservation treatment of stone and brick walls. Install guardrail along River Rd to protect ruins and visitors.
- 3) Stabilization of Duffield's Depot \$70,000
Removal of debris and collapsed section of building. Grading or construction of a beam to prevent water intrusion in basement. Mothball the stone portion of the structure.

Justification

Estimated Project Time

Budget Impact/Other

One-time Contribution

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Contributions to Other Entities	-	-	-	-	300,000	300,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	300,000	300,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
General Fund Transfers to CIP	-	-	-	-	300,000	300,000
Impact Fees	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	300,000	300,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Police Headquarters
Project Number	

Type	Improvement	Department	Sheriff
Useful Life	30 Years	Contact	Thomas Hansen
Category	Buildings	Priority	5
Location	To be determined		
Fiscal Year Submitted	FY19		



Project Picture

Project Description
Purchase and renovations to a building in the County Seat for the Sheriff's headquarters.

Justification

Estimated Project Time

Budget Impact/Other

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Buildings	-	-	-	-	2,500,000	2,500,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,500,000	2,500,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Bond Proceeds	-	-	-	-	2,500,000	2,500,000
Impact Fees	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,500,000	2,500,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Courthouse Portico
Project Number	

Type Improvement **Department** Maintenance
Useful Life
Category Security **Contact** Laura Kuhn
Location Courthouse **Priority** 1
Fiscal Year Submitted 2020



Project Picture

Project Description
Installation of a portico at the entrance of the Courthouse

Justification
This is to provide for enhanced security at the entrance of the Courthouse. The Sheriff is also applying for grant funds for this project.

Estimated Project Time
Approximately 60 days.

Budget Impact/Other
This would be a one time expense with minor maintenance upkeep.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Portico	-	-		-	30,000	30,000
						-
						-
						-
Total	-	-	-	-	30,000	30,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Capital Outlay	-	-	-	-	30,000	30,000
State Grant						-
Federal Grant						-
General Fund						-
						-
Total	-	-	-	-	30,000	30,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	County Campus
Project Number	



Project Picture

Type	Improvement	Department	Commission
Useful Life	30 Years	Contact	Laura Kuhn
Category	Buildings	Priority	1
Location	To be determined		
Fiscal Year Submitted	FY19		

Project Description

Purchase, demolition and construction of buildings to create a County Campus in Charles Town.

Demolition of County buildings between the Courthouse and the Hunter House. Construction of a new County facility to house most downtown departments in a single facility.
PLEASE SEE ATTACHED PROPOSAL FOR THIS PROJECT

Justification

FY20 - Research of feasibility of project. Revisit plans that were previous drawn up approximately 10 years ago for this demo and construction. Report back to the Commission with a project plan to proceed with demo and construction.

FY22 - During this fiscal year, we would commence on the demolition and rebuild.

Estimated Project Time

FY20 for the research and planning. FY21 for demo and construction.

Budget Impact/Other

This project will reduce the cost of future operating costs. Utilities, maintenance/repair, security costs, IT/networking will all be greatly reduced with the construction of a new building. The current buildings are aging and require maintenance and repair which will only increase as the buildings get older. A new building would be more energy efficient and save on utilities.

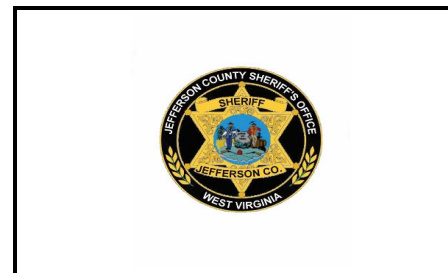
Previously Approved Budget	\$ 550,000					
Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Buildings	-	2,000,000	2,000,000	1,000,000	-	5,000,000
Study	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	2,000,000	2,000,000	1,000,000	-	5,000,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Financing Proceeds	-	2,000,000	2,000,000	1,000,000	-	5,000,000
c/o Fund	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	2,000,000	2,000,000	1,000,000	-	5,000,000
Project Total	\$ 5,550,000					

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name	Police Substation
Project Number	



Project Picture

Type	Improvement	Department	Sheriff
Useful Life	30 Years	Contact	Thomas Hansen
Category	Buildings	Priority	5
Location	To be determined		
Fiscal Year Submitted	FY17		

Project Description
Renovations to police substation. A Police Substation will reduce response time for complaints and calls in that immediate area creating efficiencies and increasing safety

Justification

Estimated Project Time

Budget Impact/Other

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Buildings	-	-	-	-	2,200,000	2,200,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,200,000	2,200,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Bond Proceeds	-	-	-	-	2,200,000	2,200,000
Impact Fees	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,200,000	2,200,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name JCESA Facility Expansion
Project Number

Type Improvement
Useful Life 30 Years
Category Buildings
Location To be determined
Fiscal Year Submitted FY19

Department JCESA
Contact Allen Keyser
Priority 5



Project Picture

Project Description

Expansion of the JCESA facility is expected to be needed in the future. Expansion is a result of growth in commercial and residential construction throughout the County and increased need resulting from the Opioid Drug problem.

Justification

Estimated Project Time

Budget Impact/Other

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Contributions to Other Agencies for Buildings	-	-	-	-	2,000,000	2,000,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,000,000	2,000,000

Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Bond Proceeds	-	-	-	-	2,000,000	2,000,000
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	-	-	-	-	2,000,000	2,000,000

Capital Improvement Program

Jefferson County Commission, West Virginia

FY'22 thru FY'26

Project Name JCESA Vehicle Replacement Plan
Project Number

Type New Purchase
Useful Life 5-8 years
Category Automobiles
Location JCESA
Fiscal Year Submitted 2020

Department JCESA
Contact Allen Keyser
Priority 1



Project Picture

Project Description

Due to an aging fleet, increased repairs and downtime, the JCESA department needs to build in a regular replacement cycle for its existing vehicles. The median age of our fleet is about 10 years and the average mileage nearly 100k. We anticipate the need to replace 2 vehicles in FY22 budget and then one every other year through FY26 in order to maintain service level for the community. The primary use of these vehicles is as emergency response chase cars, used by paramedics and EMTs to respond to incidents to complete or complement an ambulance crew or fire suppression unit, provide immediate care while waiting for an ambulance or essential assistance during a high acuity or labor intensive incident.

Justification

Maintenance expenses and downtime have increased significantly. There have been several occasions this year where multiple vehicles being down for repairs at the same time resulted in a shortage of emergency response vehicles available. YTD in FY21 3 vehicles have been decommissioned due to age, required repairs, and/or functional limitations and have either been sold or are currently offered for sale via sealed bid.

Estimated Project Time

We would like to order two vehicles as soon as possible in the FY22 budget, and one every other year thereafter.

Budget Impact/Other

There will be yearly WV state inspections and routine maintenance costs. Plus the costs of fuel. Additionally, as older vehicles are replaced more regularly, we anticipate that the cost of larger repairs and maintenance (i.e. transmissions, engines, etc) will decrease.

Expenditures	FY'22	FY23	FY24	FY25	FY26	Total
Contributions to Other Agencies -Vehicles & Eqpt	120,000	65,000	-	70,000	-	255,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	120,000	65,000	-	70,000	-	255,000
Funding Sources	FY'22	FY23	FY24	FY25	FY26	Total
Capital Outlay Fund	120,000	65,000	-	70,000	-	255,000
	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
Total	120,000	65,000	-	70,000	-	255,000

Jefferson County Commission
 Budget Summary
 Dept 401-COUNTY COMMISSION
 FY2021-2022

1/28/2021

001401-COUNTY COMMISSION	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	208,566	206,975	113,835	55.00%	206,975	0.00%
410300 EMPLOYEES SALARY AND WAGES	441,811	508,487	248,851	48.94%	745,795	46.67%
410400 FICA TAX	39,113	41,013	21,772	53.09%	40,927	-0.21%
410401 MEDICARE EXPENSE	9,147	9,590	5,092	53.10%	9,576	-0.15%
410500 HEALTH INSURANCE	126,473	237,255	62,678	26.42%	123,938	-47.76%
410599 HEALTH INSURANCE-CONTRA	0	(237,255)	(52,352)	22.07%	(123,938)	-47.76%
410600 RETIREMENT	48,493	51,479	27,806	54.01%	60,002	16.56%
410801 OVERTIME	1,401	1,000	78	7.76%	1,000	0.00%
TOTAL PERSONNEL SERVICES	875,004	818,544	427,758	52.26%	1,064,275	30.02%
CONTRACTUAL SERVICES						
421100 TELEPHONE	688	850	236	27.77%	850	0.00%
421400 TRAVEL	91	4,000	128	3.20%	4,000	0.00%
421800 POSTAGE	133,227	0	78	0.00%	100	100.00%
422000 ADVERTISING / LEGAL PUBS	4,181	6,200	650	10.48%	6,200	0.00%
422100 TRAINING AND EDUCATION	100	2,500	1,599	63.96%	2,500	0.00%
422200 DUES AND SUBSCRIPTIONS	8,314	9,115	6,750	74.05%	13,015	42.79%
422300 PROFESSIONAL SERVICES	44,987	70,750	25,848	36.53%	70,750	0.00%
422301 HRA-HEALTH REIMBURSEMENT ACCT	201,533	200,000	73,230	36.61%	205,000	2.50%
422320 EMPLOYEE ASSISTANCE PGM	3,744	3,800	2,843	74.82%	3,800	0.00%
422400 AUDIT COSTS	27,000	35,000	0	0.00%	35,000	0.00%
422600 INSURANCE AND BONDS	321,705	336,639	325,885	96.81%	332,783	-1.15%
422601 WORKERS COMP INSURANCE	116,868	126,590	93,970	74.23%	136,172	7.57%
422602 UNEMPLOYMENT INSURANCE	20,165	20,000	10,320	51.60%	20,000	0.00%
423000 CONTRACTED SERVICES	2,246	3,000	21,110	703.68%	3,000	0.00%
423000 CONTRACTED SERVICES COVID	0	0	770	0.00%	0	100.00%
423900 INSURANCE PREMIUM RETIREE	103,266	105,000	57,452	54.72%	89,000	-15.24%
TOTAL CONTRACTUAL SERVICES	988,115	923,444	620,868	67.23%	922,170	-0.14%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	2,503	1,000	409	40.93%	1,000	0.00%
TOTAL COMMODITIES	2,503	1,000	409	40.93%	1,000	0.00%
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	4,800	4,800	4,800	100.00%	4,800	0.00%
456800 CONTRIBUTION/ TRANSFER OTHER	5,000	500	500	100.00%	0	100.00%
456800 CONTRIBUTION/ TRANSFER OTHER G2011	150,010	150,010	112,508	75.00%	180,524	20.34%
456801 CONTRIBUTION - OZONE	10,179	0	0	0.00%	0	100.00%
456802 CONTRIBUTION - AIRPORT AUTH	0	5,000	0	0.00%	31,241	524.82%
TOTAL CONTRIBUTIONS TO OTH	169,989	160,310	117,808	73.49%	216,565	35.09%
TRANSFERS OUT						
TOTAL TRANSFERS OUT	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	2,035,611	1,903,298	1,166,843	61.31%	2,204,010	15.80%

Jefferson County Commission
Budget Detail
Dept 401-COUNTY COMMISSION
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001401-COUNTY COMMISSION				
001401.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	208,566	113,835	206,975	206,975
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
COMPTON, JOSHUA				41,395
HUDSON, CALEB				41,395
JACKSON, TRICIA				41,395
STOLIPHER, STEPHEN				41,395
TABB, JANE				41,395
Total 001401.410100 - OFFICIALS SALARY				<u>206,975</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001401.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	441,811	248,851	508,487	745,795
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RECLASS TO AMBULANCE FEE FUND				(33,412)
COLA FOR ENTIRE COUNTY	MISSION CRITICAL			75,000
MERIT INCREASES FOR ENTIRE COUNTY	MISSION CRITICAL			195,000
CARROLL, JESSICA				43,046
GORDON, MICHELLE				99,171
GROVE, STEPHANIE				114,135
MCDONALD, SANDRA				82,303
POLK, WILLIAM				82,440
VACANT008024, POSITION				54,700
WEIMER, SUSAN				33,412
Total 001401.410300 - EMPLOYEES SALARY AND WAGES				<u>745,795</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 401-COUNTY COMMISSION
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001401.410400 - FICA TAX	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	39,113	21,772
		41,013
		40,927
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
FICA FOR OVERTIME		62
RECLASS TO AMBULANCE FEE FUND		(2,013)
CARROLL, JESSICA		2,612
COMPTON, JOSHUA		2,207
GORDON, MICHELLE		5,763
GROVE, STEPHANIE		6,691
HUDSON, CALEB		2,567
JACKSON, TRICIA		2,510
MCDONALD, SANDRA		5,046
POLK, WILLIAM		5,055
STOLIPHER, STEPHEN		2,567
TABB, JANE		2,510
VACANT008024, POSITION		3,335
WEIMER, SUSAN		2,015
Total 001401.410400 - FICA TAX		40,927

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001401.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,147	5,092	9,590	9,576
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MEDICARE FOR OVERTIME				15
RECLASS TO AMBULANCE FEE FUND				(472)
CARROLL, JESSICA				611
COMPTON, JOSHUA				517
GORDON, MICHELLE				1,348
GROVE, STEPHANIE				1,565
HUDSON, CALEB				601
JACKSON, TRICIA				587
MCDONALD, SANDRA				1,181
POLK, WILLIAM				1,183
STOLIPHER, STEPHEN				601
TABB, JANE				587
VACANT008024, POSITION				780
WEIMER, SUSAN				472
Total 001401.410401 - MEDICARE EXPENSE				9,576

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 401-COUNTY COMMISSION
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.410500 - HEALTH INSURANCE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		126,473	62,678	237,255	123,938
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST
RECLASS TO AMBULANCE FEE FUND					(10,060)
CARROLL, JESSICA					9,572
CARROLL, JESSICA					258
CARROLL, JESSICA					77
CARROLL, JESSICA					153
COMPTON, JOSHUA					20,654
COMPTON, JOSHUA					258
COMPTON, JOSHUA					153
GORDON, MICHELLE					20,654
GORDON, MICHELLE					258
GORDON, MICHELLE					77
GORDON, MICHELLE					153
GROVE, STEPHANIE					20,654
GROVE, STEPHANIE					258
GROVE, STEPHANIE					77
GROVE, STEPHANIE					153
HUDSON, CALEB					153
JACKSON, TRICIA					9,572
JACKSON, TRICIA					258
JACKSON, TRICIA					77

Jefferson County Commission
 Budget Detail
 Dept 401-COUNTY COMMISSION
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
JACKSON, TRICIA		153
MCDONALD, SANDRA		9,572
MCDONALD, SANDRA		258
MCDONALD, SANDRA		77
MCDONALD, SANDRA		153
POLK, WILLIAM		9,572
POLK, WILLIAM		258
POLK, WILLIAM		77
POLK, WILLIAM		153
STOLIPHER, STEPHEN		153
TABB, JANE		9,572
TABB, JANE		258
TABB, JANE		153
VACANT008024, POSITION		9,572
VACANT008024, POSITION		258
VACANT008024, POSITION		77
VACANT008024, POSITION		153
WEIMER, SUSAN		9,572
WEIMER, SUSAN		258
WEIMER, SUSAN		77
WEIMER, SUSAN		153

Total 001401.410500 - HEALTH INSURANCE

123,938

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.410599 - HEALTH INSURANCE-CONTRA		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	(52,352)	(237,255)	(123,938)
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	48,493	27,806	51,479	60,002
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RECLASS TO AMBULANCE FEE FUND				(3,342)
CARROLL, JESSICA				4,305
GORDON, MICHELLE				9,918
GROVE, STEPHANIE				11,414
JACKSON, TRICIA				4,140
MCDONALD, SANDRA				8,231
POLK, WILLIAM				8,244
STOLIPHER, STEPHEN				4,140
TABB, JANE				4,140
VACANT008024, POSITION				5,470
WEIMER, SUSAN				3,342
Total 001401.410600 - RETIREMENT				60,002

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,401	78	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OVERTIME FOR CLERICAL STAFF	EVENING MEETINGS			1,000
TRANSFER TO AMBULANCE BILLINGS	SEASONAL PROCESSING			(1,000)
OVERTIME FOR AMBULANCE BILLING	SEASONAL PROCESSING.			1,000
Total 001401.410801 - OVERTIME				<u>1,000</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.410802 - PART TIME / EXTRA HELP		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.410802 - PART TIME / EXTRA HELP

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	688	236	850	850
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
DEPUTY ADMINISTRATOR CELL	DISCRETIONARY-BACK UP TO ADMINISTRATOR & EM DIR			850
Total 001401.421100 - TELEPHONE				850

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.421200 - PRINTING		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.421200 - PRINTING

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	91	128	4,000	4,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COMMISSIONER TRAVEL-LEGISLATURE, TRAIING, ST MEETGS	DISCRETIONARY			1,000
STAFF TRAVEL-TRAIING, MEETINGS THROUGHOUT STATE	DISCRETIONARY			1,000
AUDITOR TRNG-REQ'D FOR COMMISSIONERS	MISSION CRITICAL-STATE CODE REQUIRED			2,000
Total 001401.421400 - TRAVEL				<u><u>4,000</u></u>

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.421600 - MAINT/REP EQUIPMENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.421800 - POSTAGE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	133,227	78	0	100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MISC POSTAGE FOR CO COMM				100
Total 001401.421800 - POSTAGE				100

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.421900 - BLDG/EQUIP RENTAL		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.421910 - BRIEL BUILDING RENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.421910 - BRIEL BUILDING RENT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,181	650	6,200	6,200
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
NOTICES, BDS & COMM APPTMTS, PUBLIC HEARINGS, ETC	MANDATED BY STATE CODE			3,000
PUBLISH FINANCIAL STATEMENTS	MANDATED BY STATE CODE			3,200
Total 001401.422000 - ADVERTISING / LEGAL PUBS				<u>6,200</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	100	1,599	2,500	2,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAINING AND CONFERENCES	MANDATED BY STATE			2,500
Total 001401.422100 - TRAINING AND EDUCATION				2,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	8,314	6,750	9,115	13,015
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
NACO ANNUAL DUES	DISCRETIONARY			600
CCAWV ANNUAL DUES	DISCRETIONARY-CO COMMISSIONER DUES			3,900
GOVT FINANCE OFFICER ASSOC	DISCRETIONARY-FINANCE DIRECTOR ANNUAL DUES			600
SOCIETY FOR HR MGMT DUES	DISCRETIONARY-PROVIDES HR MGMT RESOURCES			200
WV STATE BAR	MANDATORY-CO ADMINISTRATOR ANNUAL DUES			250
NACO ANNUAL DUES	MISSION CRITICAL			965
WVACO ANNUAL DUES	MISSION CRITICAL			6,500
Total 001401.422200 - DUES AND SUBSCRIPTIONS				13,015

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	44,987	25,848	70,750	70,750
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
LEADERSHIP DEVELOPMENT/HR TRAINING	DEPT HEAD MGMT/HR TRAINING			10,000
ATTY-SPECIALIZED LEGAL ISSUES	DISCRETIONARY			60,000
HIRE RIGHT-BACKGROUND CHECKS FOR NEW HIRES	MISSION CRITICAL			250
MENTAL HLTH HEARGS-LEWIS CO CLK-	MISSION CRITICAL-REQ FOR MENTAL HYGIENE CASES			500
Total 001401.422300 - PROFESSIONAL SERVICES				<u>70,750</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422301 - HRA-HEALTH REIMBURSEMENT ACCT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	201,533	73,230	200,000	205,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EMPLOYEE HRA-USED TO REDUCE EE DEDUCTIBLE	MISSION CRITICAL			205,000
Total 001401.422301 - HRA-HEALTH REIMBURSEMENT ACCT				<u>205,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422320 - EMPLOYEE ASSISTANCE PGM	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,744	2,843	3,800	3,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EAP -MAZZITTI & SULLIVAN	DISCRETIONARY			3,800
Total 001401.422320 - EMPLOYEE ASSISTANCE PGM				<u>3,800</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422400 - AUDIT COSTS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	27,000	0	35,000	35,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AUDIT-FEE SET BY STATE AUDITOR'S OFFICE	MANDATED-STATE CODE			35,000
Total 001401.422400 - AUDIT COSTS				35,000

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001401.422600 - INSURANCE AND BONDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	321,705	325,885	336,639	332,783
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
WVCORP-AUTO 2.2% INCREASE	MANDATED	91,072		
WVCORP-CRIME EXPOSURE 2.2% INCREASE	MANDATED	971		
WVCORP-GENERAL LIABILITY 2.2% INCREASE	MANDATED	136,997		
WVCORP-INCREASED LIMITS OF LIAB 2.2% INCREASE	MANDATED	28,244		
WVCORP-INLAND MARINE 2.2% INCREASE	MANDATED	5,121		
WVCORP-PROPERTY INSURANCE 2.2% INCREASE	MANDATED	36,314		
WVCORP-PUBLIC OFFICIALS LIAB 2.2% INCREASE	MANDATED	33,351		
WVCORP-VOLUNTEER POLICY NO INCREASE	MANDATED	713		
Total 001401.422600 - INSURANCE AND BONDS				<u>332,783</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422601 - WORKERS COMP INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	116,868	93,970	126,590	136,172
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
WVCORP-W/C INSURANCE 8.7% INCREASE	MANDATED			136,172
Total 001401.422601 - WORKERS COMP INSURANCE				<u>136,172</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.422602 - UNEMPLOYMENT INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	20,165	10,320	20,000	20,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
WV UNEMPLOYMENT INSURANCE	MANDATED			20,000
Total 001401.422602 - UNEMPLOYMENT INSURANCE				20,000

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.422900 - COURT COSTS AND DAMAGES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.422900 - COURT COSTS AND DAMAGES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,246	21,110	3,000	3,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COLOR COPIER-ADD'L FOR COLOR COPIES	MISSION CRITICAL			3,000

Total 001401.423000 COVID- CONTRACTED SERVICES **3,000**

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.423500 - REMITTANCE FEES COLLECTED		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.423500 - REMITTANCE FEES COLLECTED

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.423600 - REFUNDING ERRONEOUS PAYMENTS		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.423600 - REFUNDING ERRONEOUS PAYMENTS

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.423700 - OTHER FEES AND TAXES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.423700 - OTHER FEES AND TAXES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.423900 - INSURANCE PREMIUM RETIREE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	103,266	57,452	105,000	89,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PEIA-RETIREE HEALTH INSURANCE	MANDATED			89,000
Total 001401.423900 - INSURANCE PREMIUM RETIREE				89,000

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.424000 - REFUNDS AND REIMBURSEMENTS		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.424000 - REFUNDS AND REIMBURSEMENTS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,503	409	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OFFICE SUPPLIES, BATTERIES, INK, LAW ORDER BOOKS	MISSION CRITICAL			1,000
Total 001401.434100 - MATERIALS AND SUPPLIES				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.434800 - CHARGES BY OTHER FUNDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001401.434800 - CHARGES BY OTHER FUNDS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.434900 - CHARGES BY OTHR GOV UNITS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001401.434900 - CHARGES BY OTHR GOV UNITS

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.435300 - COMPUTER SOFTWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.435400 - COMPUTER HARDWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.435500 - INFORMATION TECH SUPPORT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001401.435600 - LICENSE AND ANNUAL FEES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001401.435600 - LICENSE AND ANNUAL FEES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.456600 - CONTR/TRSFR TO OTHR FUNDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001401.456600 - CONTR/TRSFR TO OTHR FUNDS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,800	4,800	4,800	4,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PROSECUTING ATTORNEY INSTITUTE	MANDATED BY STATE CODE			4,800
Total 001401.456700 - CONTR/TRSFR OTHR GOV UNIT				4,800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.456800 - CONTRIBUTION/ TRANSFER OTHER	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,000	500	500	0
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

PERSONNEL-CASH MATCH-COMMUNITY CORRECTIONS GRANT	MANDATED	41,600
RENT-CASH MATCH-COMMUNITY CORRECTIONS GRANT	MANDATED	35,640
UTILITIES-CASH MATCH-COMMUNITY CORRECTIONS GRANT	MANDATED	21,000
BRIM-PROC LIAB, PROPERTY & VEHICLES INSURANCE	MISSION CRITICAL	8,500
EMPLOYEE HEALTH INSURANCE	MISSION CRITICAL TO RETAIN EMPLOYEES	56,000
RETIREMENT (3%)	MISSION CRITICAL TO RETAIN EMPLOYEES	13,184
W/C INSURANCE	MISSION CRITICAL TO RETAIN EMPLOYEES	4,600

Total 001401.456800 G2011- CONTRIBUTION/ TRANSFER OTHER	<u>180,524</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.456801 - CONTRIBUTION - OZONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	10,179	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001401.456801 - CONTRIBUTION - OZONE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001401.456802 - CONTRIBUTION - AIRPORT AUTH	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	5,000	31,241
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
1/13TH MATCH FOR FAA GRANTS	MISSION CRITICAL			575
EWWRAA MR ALLEN APPT TERM 8/29/19-7/2/22	MISSION CRITICAL			5,000
YEARLY AIRFIELD MAINTENANCE	MISSION CRITICAL			3,310
ECONOMIC DEVELOPMENT EFFORTS	MISSION CRITICAL-COAL SEV FY21 \$14,334			22,356
Total 001401.456802 - CONTRIBUTION - AIRPORT AUTH				31,241

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001401-COUNTY COMMISSION

1127-CARROLL, JESSICA	0504- 40103 EXECUTIVE ADMIN ASST-80HR	
001401.410300-EMPLOYEES SALARY AND WAGES		43,046
001401.410400-FICA TAX		2,612
001401.410401-MEDICARE EXPENSE		611
001401.410500-HEALTH INSURANCE		10,060
001401.410600-RETIREMENT		4,305
Totals 1127-CARROLL, JESSICA		60,634
1162-COMPTON, JOSHUA	ECOM- 40110 COUNTY COMMISSIONER	
001401.410100-OFFICIALS SALARY		41,395
001401.410400-FICA TAX		2,207
001401.410401-MEDICARE EXPENSE		517
001401.410500-HEALTH INSURANCE		21,065
Totals 1162-COMPTON, JOSHUA		65,184
1149-GORDON, MICHELLE	0907- 40105 CHIEF FINANCIAL OFFICER	
001401.410300-EMPLOYEES SALARY AND WAGES		99,171
001401.410400-FICA TAX		5,763
001401.410401-MEDICARE EXPENSE		1,348
001401.410500-HEALTH INSURANCE		21,142
001401.410600-RETIREMENT		9,918
Totals 1149-GORDON, MICHELLE		137,342
1067-GROVE, STEPHANIE	1000- 40106 COUNTY ADMINISTRATOR	
001401.410300-EMPLOYEES SALARY AND WAGES		114,135
001401.410400-FICA TAX		6,691
001401.410401-MEDICARE EXPENSE		1,565
001401.410500-HEALTH INSURANCE		21,142
001401.410600-RETIREMENT		11,414
Totals 1067-GROVE, STEPHANIE		154,947
1164-HUDSON, CALEB	ECOM- 40111 COUNTY COMMISSIONER	
001401.410100-OFFICIALS SALARY		41,395
001401.410400-FICA TAX		2,567
001401.410401-MEDICARE EXPENSE		601
001401.410500-HEALTH INSURANCE		153
Totals 1164-HUDSON, CALEB		44,716
3167-JACKSON, TRICIA	ECOM- 40107 COUNTY COMMISSIONER	
001401.410100-OFFICIALS SALARY		41,395
001401.410400-FICA TAX		2,510
001401.410401-MEDICARE EXPENSE		587
001401.410500-HEALTH INSURANCE		10,060
001401.410600-RETIREMENT		4,140
Totals 3167-JACKSON, TRICIA		58,692
1004-MCDONALD, SANDRA	0802- 40104 DEPUTY COUNTY ADMINISTRATOR	
001401.410300-EMPLOYEES SALARY AND WAGES		82,303
001401.410400-FICA TAX		5,046
001401.410401-MEDICARE EXPENSE		1,181
001401.410500-HEALTH INSURANCE		10,060
001401.410600-RETIREMENT		8,231

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
Totals 1004-MCDONALD, SANDRA	106,821
1038-POLK, WILLIAM 0714- 40112 PROJECT MANAGER	
001401.410300-EMPLOYEES SALARY AND WAGES	82,440
001401.410400-FICA TAX	5,055
001401.410401-MEDICARE EXPENSE	1,183
001401.410500-HEALTH INSURANCE	10,060
001401.410600-RETIREMENT	8,244
Totals 1038-POLK, WILLIAM	106,982
3166-STOLIPHER, STEPHEN ECOM- 40108 COUNTY COMMISSIONER	
001401.410100-OFFICIALS SALARY	41,395
001401.410400-FICA TAX	2,567
001401.410401-MEDICARE EXPENSE	601
001401.410500-HEALTH INSURANCE	153
001401.410600-RETIREMENT	4,140
Totals 3166-STOLIPHER, STEPHEN	48,856
1032-TABB, JANE ECOM- 40109 COUNTY COMMISSIONER	
001401.410100-OFFICIALS SALARY	41,395
001401.410400-FICA TAX	2,510
001401.410401-MEDICARE EXPENSE	587
001401.410500-HEALTH INSURANCE	9,983
001401.410600-RETIREMENT	4,140
Totals 1032-TABB, JANE	58,615
8024-VACANT008024, POSITION 0717- 40113 HUMAN RESOURCE GENERALIST	
001401.410300-EMPLOYEES SALARY AND WAGES	54,700
001401.410400-FICA TAX	3,335
001401.410401-MEDICARE EXPENSE	780
001401.410500-HEALTH INSURANCE	10,060
001401.410600-RETIREMENT	5,470
Totals 8024-VACANT008024, POSITION	74,345
1177-WEIMER, SUSAN 0205- 40101 ADMINISTRATIVE ASSISTANT-80HR	
001401.410300-EMPLOYEES SALARY AND WAGES	33,412
001401.410400-FICA TAX	2,015
001401.410401-MEDICARE EXPENSE	472
001401.410500-HEALTH INSURANCE	10,060
001401.410600-RETIREMENT	3,342
Totals 1177-WEIMER, SUSAN	49,301
Department Total-001401-COUNTY COMMISSION	1,187,213

Jefferson County Commission
WVCorp Insurance Rates
FY22 Estimate

Description	FY22				
	FY20 Amount	FY21 Amount	FY22 Budget	Est %	Increase Amount
Business Auto	86,050	89,112	91,072	2.2%	1,960
Crime Exposure	950	950	971	2.2%	21
General Liability	133,682	134,048	136,997	2.2%	2,949
Increased Limits of Liability	27,412	27,636	28,244	2.2%	608
Inland Marine	4,868	5,011	5,121	2.2%	110
Public Officials Liability	32,291	32,633	33,351	2.2%	718
PR-Boiler & Machinery	35,532	35,532	36,314	2.2%	782
Subtotal Bond Ins 226.000	320,785	324,922	332,070	2.2%	7,148
Workers' Comp 226.001	120,552	125,293	136,172	8.7%	10,879
Total WVCorp	441,337	450,215	468,242	4.0%	18,027

Jefferson County Commission
W/C Rate History

Classification	Code	FY21			FY22 Estimate		
		Payroll	Rate per \$100 PR	Contribution	Payroll	Rate per \$100 PR	Contribution
Policy Officers & Drivers	7720	2,700,349	3.31	89,382	2,773,258	3.38	93,631
Auto Service or Repair	8380	50,187	1.71	858	51,542	1.74	899
Clerical	8810	5,002,859	0.17	8,505	5,137,936	0.17	8,909
Attorney-All Employee	8820	1,265,853	0.11	1,392	1,300,031	0.11	1,459
Animal Control	8831	177,191	0.97	1,719	181,975	0.99	1,800
Building Operated by Owner	9015	564,397	2.85	16,085	579,636	2.91	16,850
Municipal Employees NOC	9410	1,182,489	2.64	31,218	1,214,416	2.69	32,702
Total		<u>\$ 10,943,325</u>	1.89%		<u>\$ 11,238,795</u>	2.70%	
Manual Contribution				<u>\$ 149,159</u>			<u>\$ 156,250</u>
Experience Modification			-3.61%	0.80		3.75%	0.83
Modified Contribution				<u>\$ 119,327</u>			<u>\$ 129,688</u>
Regulator & Debt Reduction				1.05			1.05
Total Estimated Contribution			3.93%	<u>\$ 125,293</u>		8.68%	<u>\$ 136,172</u>
Quarterly Payment				<u>\$ 31,323</u>			<u>\$ 34,043</u>
Employer's Liability		FY21			FY22 Estimate		
Bodily Injury by Accident				\$ 1,000,000			\$ 1,000,000
Bodily Injury by Disease (Per Person)				\$ 1,000,000			\$ 1,000,000
Bodily Injury by Disease (Per Accident)				\$ 1,000,000			\$ 1,000,000

BUDGET REQUEST

Fiscal Year: 2021 - 2022

Department: Day Report Center

Account Number: 401-568

Notes: Expenditure Data as of: 12/17/2020

		FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
568	Contributions/Transfers							
	Contributions/Transfers oth Gov. Ent	\$ 150,010	\$ 150,010	\$ 112,508	75.00%	\$ 180,524		
	Total Contributions/Transfers	\$ 150,010	\$ 150,010	\$ 112,508	75.00%	\$ 180,524	\$ -	\$ -
Department Grand Total		\$ 150,010	\$ 150,010	\$ 112,508	75.00%	\$ 180,524	\$ -	\$ -

568 Co Comm Other Contribution

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$ 150,010	\$ 112,508	\$ 150,010

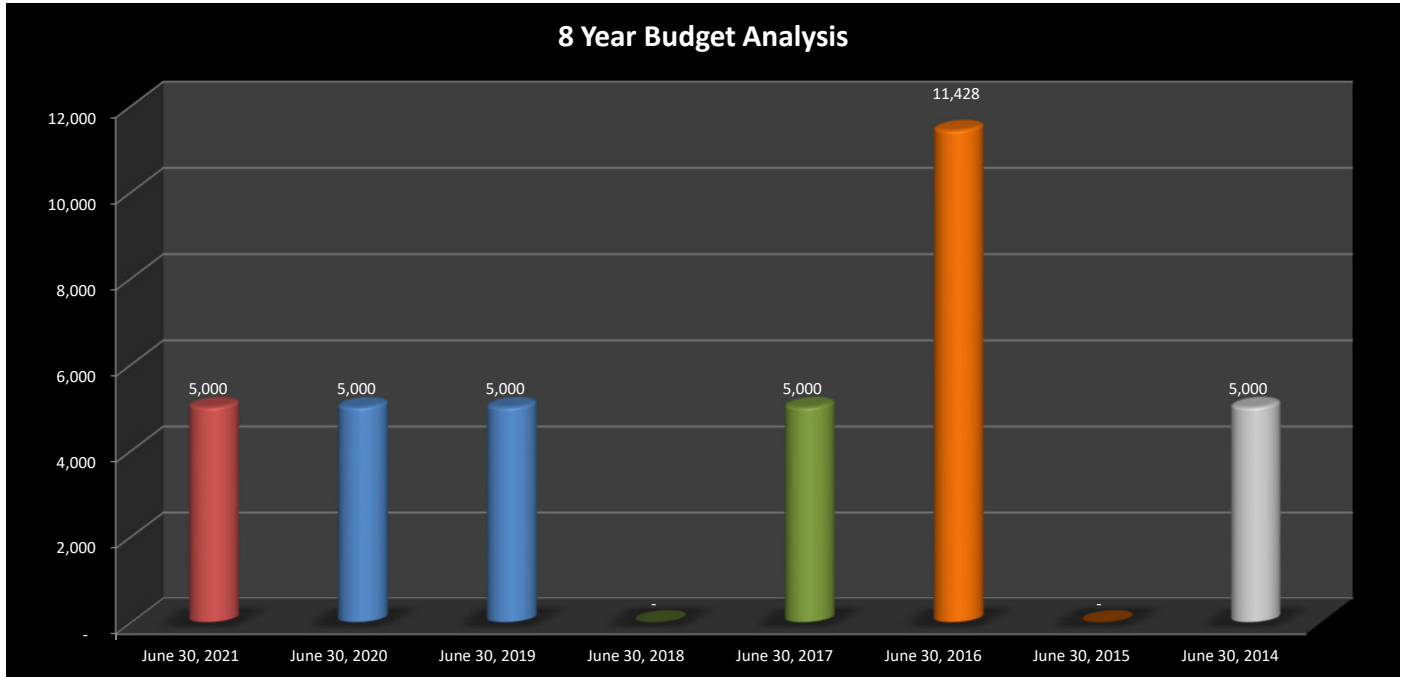
Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Personnel/Contractual	41,600				Cash Match for Community Corrections Grant
Rent	35,640				Cash Match for Community Corrections Grant
Utilities	21,000				Cash Match for Community Corrections Grant
BRIM		8,500			Processional Liability, Property and Vehicle Insurance
Workers' Compensation		4,600			Worker Protection serving a high-risk population
Employee Health Insurance		56,000			Critical to Recruitment and Retention of Highly Qualified Employees
Retirement (3%)		13,184			Critical to Recruitment and Retention of Highly Qualified Employees
Total	98,240	82,284	-	-	
Total Object Code	180,524				

BUDGET REQUEST

Fiscal Year: 2021 - 2022
 Department: Eastern WV Regional Airport
 Account Number:
 Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ 5,000	\$ 5,000	\$ 5,000	100.00%	\$ 31,241		
Total Contributions/Transfers	\$ 5,000	\$ 5,000	\$ 5,000	100.00%	\$ 31,241	\$ -	\$ -
Department Grand Total	\$ 5,000	\$ 5,000	\$ 5,000	100.00%	\$ 31,241	\$ -	\$ -

NOTE:



567 Contributions to Other Govt Entities

	FY20	FY21 YTD as of	FY21
	Actual	12/17/2020	Budget
\$	5,000.00	\$ 5,000.00	\$ 5,000.00

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Jefferson County Appointment	5,000				Mr. John Allen's appointment to EWBRAA (TERM: 08/29/2019-07/02/2022)
Yearly Airfield Maintenance*		3,310			Subsidizes the airfield maintenance expenses incurred with the
					Military Joint Use Agreement and the huge scale of the airport
					Military only pays the EWBRAA a total of \$27,248 per year!
Local Match FAA Capital Improvements**		575			**1/13th share of Local Match; Up to \$150,000 in FAA grant entitlement
					*1/13 share of total expenses based upon appointments to the EWBRAA
					9 seats Berkeley Co; 3 seats Martinsburg; 1 seat Jefferson
Critical New Initiative		22,356			• Funds to be used to grow the maturing FBO, market the corporate jet hangar, add key pilot/mechanic personnel for Air Charter operation, Enhanced Part 141 Flight School, Continued Economic Development Business Park Land Sales and Business Recruitment.
					Critical to EWBRAA Economic Development Efforts ***
					for the Airport and its John D. Rockefeller IV Science & Technology Park
					***Eastern WV Regl Airports supports Jefferson Co and Eastern Panhandle
					with some \$224.6 million in local annual economic impact
Total	5,000	26,241	-	-	
Total Object Code	31,241				

Eastern West Virginia Regional Airport Authority

226 Pilot Way
Martinsburg, WV 25405
www.FlyMRB.com

TEL (304) 263-2106
FAX (304) 267-6350
nic@flymrb.com



The **Eastern West Virginia Regional Airport Authority (MRB)** is a thirteen-member board appointed and supported by the City of Martinsburg, Berkeley County Council and Jefferson County Commission. For FY20-21, MRB employs a staff of eleven full time employees to oversee the airport management office, fixed base operation (FBO), air charter, economic development and property maintenance functions. MRB covers an area of approximately 1,000 acres, including the 250-acre John D. Rockefeller IV Science and Technology Park.

BASIS OF LOCAL GOVERNMENT REQUEST

Accordingly, during FY 2021-2022, we respectfully request:

A)	State-mandated funds for regional airport authority members as appointed	\$65,000
	• \$45,000 from Berkeley County Council • \$15,000 from City of Martinsburg Council • \$5,000 from Jefferson County Commission • Funds to be used in support of MRB's operational budget	
B)	AJUA Subsidy / Yearly Airfield Maintenance Funds	\$43,042
	• \$29,798 from Berkeley County • \$9,934 from City of Martinsburg • \$3,310 from Jefferson County Commission • <i>Airfield Maintenance Funds \$70,290* – \$27,248 AJUA payment = \$43,042 shortfall</i> • *Based upon \$45,000 AJUA payment in 1999 base year. Adjusted for CPI-U inflation. Helps pay for airfield-related expenses. Groundskeeping/seasonal snow help, airfield vehicle and equipment repairs and fuels, electrical and insurance expenses incurred for entire airfield.	
C)	Local Match Assistance for FY2021-2022 FAA Grant - Airport Improvement Projects	\$7,500
	• \$5,195 from Berkeley County • \$1,730 from City of Martinsburg • \$575 from Jefferson County Commission • <u>One-time funds</u> to be used to match with \$150,000 in FAA entitlement funds for planned Airport Improvements in consultation with the FAA Airport District Office and our Michael Baker Engineering Consultants.	
D)	Critical New Initiative Funding	\$259,458
	• \$170,007 from Berkeley County • \$67,095 from City of Martinsburg • \$22,356 from Jefferson County Commission • Funds to be used to grow the maturing FBO, market the corporate jet hangar, add key pilot/mechanic personnel for Air Charter operation, Enhanced Part 141 Flight School, Continued Economic Development Business Park Land Sales and Business Recruitment.	
	TOTALS	
	• Total Funds Requested of Berkeley County for FY 2021-2022 • Total Funds Requested of the City of Martinsburg for FY 2021-2022 • Total Funds Requested of Jefferson County for FY 2021-2022	\$250,000 \$93,759 <u>\$31,241</u>
	<u>Total Funds Requested from all local governments for FY2021-2022</u>	<u>\$375,000</u>

All funding requests are based upon shares equal to the makeup of MRB appointment seats

- 9/13th share Berkeley County Council (9 seats) 69.23%
- 3/13th share City of Martinsburg Council (3 seats) 23.08%
- 1/13th share Jefferson County Commission (1 seat) 07.69%

HISTORICAL BACKGROUND INFORMATION

Recent Local Government Funding History						
Fiscal Year	2015-2016	2016-2017	2017-2018	2018-19	2019-20	2020-21
Berkeley County Totals \$	34,285	30,000	55,000	124,760	69,000	181,162
<i>Per seat funding</i>	30,000	30,000	35,000	30,000	40,000	40,000
<i>Yearly maintenance</i>	4,285	-	20,000	18,605	20,320	22,495
<i>FAA AIP Local Match Assistance</i>	-	-	-	46,155	3,750	4,000
<i>Critical New Initiative Funding</i>	-	-	-	30,000	4,930	114,667
City of Martinsburg Totals \$	34,285	30,000	38,195	69,143	48,050	34,875
<i>Per seat funding</i>	30,000	30,000	30,000	30,000	30,000	15,000
<i>Yearly maintenance</i>	4,285	-	8,195	17,275	15,240	16,875
<i>FAA AIP Local Match Assistance</i>	-	-	-	21,868	2,810	3,000
Jefferson County Totals \$	11,428	5,000	-	5,000	5,000	5,000
<i>Per seat funding</i>	5,000	5,000	-	5,000	5,000	5,000
<i>Yearly maintenance</i>	6,428	-	-	-	-	-
<i>FAA AIP Local Match Assistance</i>	-	-	-	-	-	-

Historically, the airport has requested local government funds on the basis of three factors:

1) **Funding of \$5,000 per appointment seat (or vote) as specified in West Virginia code (Mandated Function)**

2) **Funds for yearly maintenance-related costs on the shared-used airfield facilities.**

a. in view of the very modest financial contribution made by the WVANG to MRB for maintenance and upkeep (in amounts lower than levels received in the 1990s), despite large increases in facility size, complexity and associated expense. 1999 payment = \$45,000 / 2020 payment \$27,248. (Adjusting for inflation the 1999 payment of 45,000 becomes \$70,290 in today's dollars.)

*b. the airport's businesses, military presence and jobs provide a huge monetary impact on the 3-counties of the Eastern Panhandle and their governments. The airport's organizations provide approximately 1,700+ full time equivalent jobs, with a **total local economic impact of \$224.6 million dollars annually***. Our general aviation facilities provide for private aircraft travel to and from our local area and support Eastern Panhandle local and state corporate recruitment efforts.*

See: * https://www.heraldmillmedia.com/news/tri_state/west_virginia/study-eastern-panhandle-airport-s-economic-impact-tops-m/article_581023bc-d1a6-11e8-9399-7b00154a5e64.html

3) **Assistance with local matching funds to participate in necessary FAA Airport Improvement Projects (AIP)**

We plan to install a precision approach path indicator (PAPI) on the west end of Runway 08-26 during CY2021 and are nearing the point of applying for a FAA grant to completely rehabilitate many of the lights, wind-socks,

transformers, electrical wiring circuits and signs on the runway and taxiways of our airfield. This is anticipated to be a \$4.4 million dollar project if all phases are completed at one time.

CRITICAL NEW INITIATIVE FUNDING JUSTIFICATION

We have taken on a larger number of employees and acquired numerous buildings that need to be maintained. We are growing our customer base and seeing more visitors to the airport than ever before in recent decades. We are receiving favorable reviews and a positive atmosphere and regional reputation is being built. We are learning how to best grow and conduct business as an charter operator and an FBO. Additionally, we are marketing our industrial property, promoting hangars to business aircraft owners in the DC Metro area, and seeking cargo and third-party logistics carriers for MRB. This will require significant investment to bring each initiative to fruition.

Your support of the Airport Authority is not just support for Aviation and transportation – it is support of vitally important economic development efforts and the growth of jobs in our community.

FY 2020-2021 ACCOMPLISHMENTS

This is a partial list of what we have accomplished in the first half of FY20-21 with your support:

- \$4+ million investment in purchase and renovation of all Aero-Smith/Tiger-Smith/Arcadia assets including multiple hangars and office buildings, 3 aircraft and a fuel farm
- Approved as a FAA Part 135 certificated Air Charter Carrier, revisions to manuals, new DOT drug program, etc.
- Outfitting FBO with equipment and furnishings for flight planning, snooze room, lounge, TV room, kitchenette, coffee bar, etc.
- New ground support equipment acquired: deicer boom truck, truck-mounted passenger boarding stairs, baggage belt loader, 28v ground power unit, 400 Hz ground power unit, 30-ton Heating/AC unit, Air Start, Potable Water Cart, MA-50 tug, two baggage carts, electric aircraft tug
- Acquired pickup truck, transit bus, crew car, and utility task vehicle
- New hires for FBO, new branding with uniforms, airport ID badges, logos, patches, flags, carpets, mats, clothing, personalized items, and flightline service mobile phones to increase accessibility
- Growth seen in both operations and fuel sales despite pandemic

Economic Development / Community Benefit:

- Bowman Logistics moved into Business Park property at 748 Novak Drive. (We obtained FAA approval for land release, end of lease and \$1.5mm property sale transaction in 2018). Bowman given county planning approval for 90,000+ sf expansion on the east end of building
- New Lessee tenant at South Business Park – Triple S Transport LLC
- Bravo Flight Training – leased hangar and office space. Obtained FAA Part 141 certification for MRB flight school location. Bravo also began offering aircraft maintenance services
- Shenandoah Tailwheel Adventures – leased hangar and office space. Completed cleaning, water line project to serve new office.
- Katara's Deli moved to the airport terminal and consolidated operations with Crosswinds Café. Expanded hours, added Beer/wine/liquor license.
- Several million-dollar investment expected at 1315 Airport Rd location
- New WV Army National Guard Special Operations Airborne Unit based at Kelly Island Rd Armory – replaces Military Police Company
- Currently working with site selectors and prospects on sale of our industrial property south of Novak Drive.

Facility Maintenance / Improvements:

- Opened up Sino-Swearingen apron access to taxiway D with perimeter fence improvements to the edge of the building. Opening now allows for aircraft as large as a 737.

- Aviation Way was widened, pavement repaired and replaced in sections, new terminal and MRB East parking area built including concrete dumpster pad. Sealcoat, new striping/markings
- Nearly entire airfield (runway, taxiways, aprons) received new paint markings also portion of rubber crack sealing, sealcoating
- Rehab and renovations of terminal offices and lounge spaces for FBO operations
- Rehab and renovations of 226 Pilot Way (MRB West) offices for administrative use, and for new office, Air and Ground Ambulance tenants
- Painting and corrosion control project on fuel farm. New bollard covers, concrete cleaning, new signage, two new fuel sump reclamation tanks installed
- New tractor/trim mower purchased
- New Self-Serve Avgas Station
- New exterior and interior signage erected in many locations around the airport
- Replacement of many lighting exterior pole and building mounted fixtures with new LEDs
- Asphalt crack sealing, other parking lot and landscaping improvements at MRB West
- Hangar door replacement for all ten units of T-Hangar Charlie
- Runway rubber removal project finished

CONCLUSION

There is a lot happening at MRB. We are moving quickly – being simultaneously engaged in several economic development projects and implementation of our Strategic Business Plan. Our goal is to become more independent.

While these plans for growth are aggressive, they signal MRB's willingness to improve the airport as an economic engine for our community. The projects mentioned above along with the addition to our team has positioned us to execute the exciting vision now being conceptualized by community leaders, Strategic Business Plan participants and the Airport Authority Board.

We need your help in our pursuit of an aggressive growth plan. We need the support of the county council to meet these aggressive strategic goals. MRB is a vital economic asset for our community. We believe the airport can be leveraged to a greater degree in the future and provide enhanced benefits to the residents of the Eastern Panhandle including Jefferson County.

The Jefferson County Commission plays a significant role in this process and will reap the economic rewards associated with the implementation of this exciting vision.

We hope that you will recognize and believe in our potential. Thank you for your attention.

Nic Diehl

Executive Director / CEO

Eastern West Virginia Regional Airport Authority dba MRB Aviation

Jefferson County Commission
Budget Summary
Dept 402-COUNTY CLERK
FY2021-2022

1/28/2021

001402-COUNTY CLERK	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	62,571	62,093	34,151	55.00%	62,093	0.00%
410300 EMPLOYEES SALARY AND WAGES	433,317	436,300	215,062	49.29%	436,851	0.13%
410400 FICA TAX	29,556	30,086	14,752	49.03%	30,064	-0.07%
410401 MEDICARE EXPENSE	6,912	7,035	3,450	49.04%	7,018	-0.24%
410500 HEALTH INSURANCE	112,776	106,885	52,135	48.78%	107,371	0.45%
410599 HEALTH INSURANCE-CONTRA	0	(106,885)	(44,135)	41.29%	(107,371)	0.45%
410600 RETIREMENT	48,420	49,845	24,921	50.00%	50,400	1.11%
410801 OVERTIME	417	5,000	0	0.00%	5,000	0.00%
410802 PART TIME / EXTRA HELP	97	0	0	0.00%	0	100.00%
TOTAL PERSONNEL SERVICES	694,065	590,359	300,338	50.87%	591,426	0.18%
CONTRACTUAL SERVICES						
421200 PRINTING	205	500	0	0.00%	500	0.00%
421400 TRAVEL	260	4,950	0	0.00%	4,950	0.00%
421600 MAINT/REP EQUIPMENT	0	200	0	0.00%	200	0.00%
421800 POSTAGE	144	150	8	5.17%	150	0.00%
422000 ADVERTISING / LEGAL PUBS	3,752	4,100	4,223	103.00%	4,100	0.00%
422100 TRAINING AND EDUCATION	340	4,865	90	1.85%	4,865	0.00%
422200 DUES AND SUBSCRIPTIONS	815	1,030	798	77.48%	1,490	44.66%
422300 PROFESSIONAL SERVICES	1,484	1,500	0	0.00%	1,500	0.00%
423000 CONTRACTED SERVICES	35,324	38,920	29,862	76.73%	39,020	0.26%
TOTAL CONTRACTUAL SERVICES	42,324	56,215	34,981	62.23%	56,775	1.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	4,460	7,920	287	3.62%	7,920	0.00%
434200 RECORD BOOKS	0	5,000	0	0.00%	5,000	0.00%
435400 COMPUTER HARDWARE	0	3,780	0	0.00%	890	-76.46%
TOTAL COMMODITIES	4,460	16,700	287	1.72%	13,810	-17.31%
DEPARTMENT GRAND TOTAL	740,849	663,274	335,605	50.60%	662,011	-0.19%

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001402-COUNTY CLERK

001402.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	62,571	34,151	62,093	62,093
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
SHADLE, JACQUELINE		62,093

Total 001402.410100 - OFFICIALS SALARY	62,093

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001402.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	433,317	215,062	436,300	436,851
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
DEPT REQUEST FOR EMPLOYEE INCREASES	NEW INITIATIVE	20,000		
CARR, SHARI		47,814		
CLARK, KATRINA		44,214		
CONN, EDGAR		31,580		
FIELDS, VIVIAN		50,524		
FIELDS, SHAKIRA		41,600		
NELSON, BESSIE		44,081		
OLDEN, KAREN		42,477		
PAINTER, ALICE		59,331		
VACANT008025, POSITION		27,615		
VACANT008026, POSITION		27,615		
Total 001402.410300 - EMPLOYEES SALARY AND WAGES				436,851

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 402-COUNTY CLERK
 FY2021-2022

1/28/2021

Name	Justificaton			Amount
001402.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	29,556	14,752	30,086	30,064
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FICA FOR OVERTIME				325
DEPT REQUEST FOR EMPLOYEE INCREASES	NEW INITIATIVE			1,300
CARR SHARI CARR, SHARI				2,908
CLARK KATRINA CLARK, KATRINA				2,355
CONN EDGAR CONN, EDGAR				1,901
FIELDS VIVIAN FIELDS, VIVIAN				3,131
FIELDS SHAKIRA FIELDS, SHAKIRA				2,523
NELSON BESSIE NELSON, BESSIE				2,733
OLDEN KAREN OLDEN, KAREN				2,363
PAINTER ALICE PAINTER, ALICE				3,408
SHADLE JACQUELINE SHADLE, JACQUELINE				3,805
VACANT008025 POSITION VACANT008025, POSITION				1,656
VACANT008026 POSITION VACANT008026, POSITION				1,656
Total 001402.410400 - FICA TAX				30,064

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 402-COUNTY CLERK
 FY2021-2022

1/28/2021

Name	Justificaton			Amount
001402.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,912	3,450	7,035	7,018
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
MEDICARE FOR OVERTIME				73
DEPT REQUEST FOR EMPLOYEE INCREASES		NEW INITIATIVE		290
CARR	SHARI			680
CARR, SHARI				
CLARK	KATRINA			551
CLARK, KATRINA				
CONN	EDGAR			445
CONN, EDGAR				
FIELDS	VIVIAN			733
FIELDS, VIVIAN				
FIELDS	SHAKIRA			590
FIELDS, SHAKIRA				
NELSON	BESSIE			640
NELSON, BESSIE				
OLDEN	KAREN			553
OLDEN, KAREN				
PAINTER	ALICE			797
PAINTER, ALICE				
SHADLE	JACQUELINE			890
SHADLE, JACQUELINE				
VACANT008025	POSITION			388
VACANT008025, POSITION				
VACANT008026	POSITION			388
VACANT008026, POSITION				
Total 001402.410401 - MEDICARE EXPENSE				7,018

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 402-COUNTY CLERK
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001402.410500 - HEALTH INSURANCE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		112,776	52,135	106,885
				<u>FY22 REQUEST</u>
				107,371
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
CARR, SHARI				9,572
CARR, SHARI				258
CARR, SHARI				77
CARR, SHARI				153
CLARK, KATRINA				20,654
CLARK, KATRINA				258
CLARK, KATRINA				77
CLARK, KATRINA				153
CONN, EDGAR				9,572
CONN, EDGAR				258
CONN, EDGAR				77
CONN, EDGAR				153
FIELDS, VIVIAN				77
FIELDS, VIVIAN				153
FIELDS, VIVIAN				258
FIELDS, SHAKIRA				9,572
FIELDS, SHAKIRA				258
FIELDS, SHAKIRA				77
FIELDS, SHAKIRA				153
NELSON, BESSIE				153

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
OLDEN, KAREN		16,912
OLDEN, KAREN		258
OLDEN, KAREN		77
OLDEN, KAREN		153
PAINTER, ALICE		16,912
PAINTER, ALICE		258
PAINTER, ALICE		77
PAINTER, ALICE		153
SHADLE, JACQUELINE		258
SHADLE, JACQUELINE		77
SHADLE, JACQUELINE		153
VACANT008025, POSITION		9,572
VACANT008025, POSITION		258
VACANT008025, POSITION		77
VACANT008025, POSITION		153
VACANT008026, POSITION		9,572
VACANT008026, POSITION		258
VACANT008026, POSITION		77
VACANT008026, POSITION		153

Total 001402.410500 - HEALTH INSURANCE

107,371

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001402.410599 - HEALTH INSURANCE-CONTRA		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	(44,135)	(106,885)	(107,371)
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001402.410599 - HEALTH INSURANCE-CONTRA

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 402-COUNTY CLERK
 FY2021-2022

1/28/2021

Name	Justificaton		Amount	
001402.410600 - RETIREMENT	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	48,420	24,921	49,845	50,400
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
RETIREMENT FOR OVERTIME			500	
DEPT REQUEST FOR EMPLOYEE INCREASES	NEW INITIATIVE		2,000	
CARR SHARI CARR, SHARI			4,782	
CLARK KATRINA CLARK, KATRINA			4,422	
CONN EDGAR CONN, EDGAR			3,158	
FIELDS VIVIAN FIELDS, VIVIAN			5,053	
FIELDS SHAKIRA FIELDS, SHAKIRA			4,160	
NELSON BESSIE NELSON, BESSIE			4,409	
OLDEN KAREN OLDEN, KAREN			4,248	
PAINTER ALICE PAINTER, ALICE			5,934	
SHADLE JACQUELINE SHADLE, JACQUELINE			6,210	
VACANT008025 POSITION VACANT008025, POSITION			2,762	
VACANT008026 POSITION VACANT008026, POSITION			2,762	
Total 001402.410600 - RETIREMENT			50,400	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	417	0	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OVERTIME	CRITICAL			5,000
Total 001402.410801 - OVERTIME				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	97	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001402.410802 - PART TIME / EXTRA HELP				<u><u>0</u></u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	205	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BIRTH AND MARRIAGE LICENSE FOLDERS	DISCRETIONARY			500
Total 001402.421200 - PRINTING				500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	260	0	4,950	4,950
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COMMUNITY LEADERSHIP ACADEMY, COUNTY CLERK	CRITICAL			400
PAYROLL, MILEAGE, ETC. YEAR END GOVERNMENT SECTOR	CRITICAL			100
STATE AUDITOR TRAINING, 3 PEOPLE-4 DAYS(3 NIGHTS),\$300.00 PER DIEM AND	CRITICAL			1,650
WVACO-FALL MEETING-COUNTY CLERK-3DAYS (2NIGHTS), \$100.00 PER	CRITICAL			400
WVACO-SPRING MEETING-COUNTY CLERK-3 DAYS(2 NIGHTS)100.00 PER DIEM	CRITICAL			400
MISC. ADDITIONAL TRAINING IF OFFERED	DISCRETIONARY			2,000
Total 001402.421400 - TRAVEL				4,950

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	200	200
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REPAIR AND MAINTENANCE ON TYPEWRITERS	CRITICAL			200
Total 001402.421600 - MAINT/REP EQUIPMENT				<u>200</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.421800 - POSTAGE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	144	8	150	150
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
UNITED STATES POSTAL SERVICE, YEARLY BOX RENTAL	MANDATED			150
Total 001402.421800 - POSTAGE				<u>150</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,752	4,223	4,100	4,100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EMPLOYEE ADS, HELP WANTED ADS	MANDATED			100
PROBATE ADS, PUBLISH ESTATES	MANDATED			4,000
Total 001402.422000 - ADVERTISING / LEGAL PUBS				4,100

NOTES:

Name	Justificaton			Amount
001402.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	340	90	4,865	4,865
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
WVACO SPRING ANNUAL MEETING CONFERENCE FEES/1 PERSON	CRITICAL			225
AMERICAN PAYROLL ASSOCIATION, UPDATE AND NEW BOOKS FOR PAYROLL	CRITICAL			500
ANNUAL STATE AUDITOR TRAINING, CONFERENCE FEES/3 PEOPLE	CRITICAL			825
COMMUNITY LEADERSHIP ACADEMY, COUNTY CLERK	CRITICAL			200
LOCAL CHAPTER APA, PAYROLL	CRITICAL			200
TOURISM SUMMIT, EDUCATION, COUNTY CLERK	CRITICAL			90
WEBINAR AFFORDABLE CARE, FINANCE	CRITICAL			200
WVACO FALL ANNUAL MEETING, CONFERENCE FEES/1 PERSON	CRITICAL			225
YEAR END GOVERNMENT SECTOR, PAYROLL PROCESSING	CRITICAL			400
MISC. ADDITIONAL TRAINING IF AVAILABLE	DISCRETIONARY			2,000
Total 001402.422100 - TRAINING AND EDUCATION				4,865

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	815	798	1,030	1,490
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMERICAN PAYROLL ASSOCIATION-2 EMPLOYEES DUES	CRITICAL			594
CHARLES TOWN CHAPTER APA - 2 EMPLOYEES DUES	CRITICAL			120
YEARLY SUBSCRIPTION FOR PROBATE	CRITICAL			36
WV LABOR LAW POSTER SERVICE	MANDATED			90
WVACO YEARLY DUES	MANDATED			650
Total 001402.422200 - DUES AND SUBSCRIPTIONS				<u>1,490</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,484	0	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
LEGAL FEES	DISCRETIONARY			1,500
Total 001402.422300 - PROFESSIONAL SERVICES				<u>1,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001402.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	35,324	29,862	38,920	39,020
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
4 XEROX MACHINES	CRITICAL	15,000		
FINANCIAL STATEMENT	CRITICAL	100		
MISC	CRITICAL	1,000		
SHRED BOXES	CRITICAL	420		
COMPILED TECHNOLOGY-HDW SUPPORT	MANDATED	2,500		
COMPILED TECHNOLOGY-ANNUAL CONTRACT	MANDATED	16,800		
COMPILED TECHNOLOGY-MICRO FOCUS RELATIVITY MAINT	MANDATED	1,000		
COMPILED TECHNOLOGY-MICRO FOCUS RUNTIME MAINT	MANDATED	2,200		
Total 001402.423000 - CONTRACTED SERVICES				39,020

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001402.423700 - OTHER FEES AND TAXES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001402.423700 - OTHER FEES AND TAXES

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001402.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,460	287	7,920	7,920
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EXPANDING FOLDERS, NOTARY SEALS, ENVELOPES, STORAGE BOXES, OFFICE	CRITICAL			4,593
MISC SUPPLIES	DISCRETIONARY			1,000
CHECKS FOR ACCOUNTS PAYABLE	MANDATED			272
RIBBONS, GOLD SEALS, INKERS, DEPOSIT SLIPS, CHECK	MANDATED			2,055
Total 001402.434100 - MATERIALS AND SUPPLIES				<u>7,920</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.434200 - RECORD BOOKS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REPAIR OF BOOKS	CRITICAL			5,000
Total 001402.434200 - RECORD BOOKS				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.434800 - CHARGES BY OTHER FUNDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001402.434800 - CHARGES BY OTHER FUNDS

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001402.434900 - CHARGES BY OTHR GOV		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
UNITS		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001402.434900 - CHARGES BY OTHR GOV UNITS

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001402.435300 - COMPUTER SOFTWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001402.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001402.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	3,780	890
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REPLACE 1 RECEIPT PRINTER	CRITICAL			890
Total 001402.435400 - COMPUTER HARDWARE				890

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001402.435500 - INFORMATION TECH SUPPORT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001402.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001402.435600 - LICENSE AND ANNUAL FEES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001402.435600 - LICENSE AND ANNUAL FEES

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001402-COUNTY CLERK

3000-CARR, SHARI	0519- 40209 DEPUTY CLERK-PR/AP -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		47,814
001402.410400-FICA TAX		2,908
001402.410401-MEDICARE EXPENSE		680
001402.410500-HEALTH INSURANCE		10,060
001402.410600-RETIREMENT		4,782
Totals 3000-CARR, SHARI		66,244
1081-CLARK, KATRINA	0206- 40203 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		44,214
001402.410400-FICA TAX		2,355
001402.410401-MEDICARE EXPENSE		551
001402.410500-HEALTH INSURANCE		21,142
001402.410600-RETIREMENT		4,422
Totals 1081-CLARK, KATRINA		72,684
3013-CONN, EDGAR	0206- 40204 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		31,580
001402.410400-FICA TAX		1,901
001402.410401-MEDICARE EXPENSE		445
001402.410500-HEALTH INSURANCE		10,060
001402.410600-RETIREMENT		3,158
Totals 3013-CONN, EDGAR		47,144
1065-FIELDS, VIVIAN	0519- 40207 DEPUTY CLERK-PR/AP -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		50,524
001402.410400-FICA TAX		3,131
001402.410401-MEDICARE EXPENSE		733
001402.410500-HEALTH INSURANCE		488
001402.410600-RETIREMENT		5,053
Totals 1065-FIELDS, VIVIAN		59,929
1074-FIELDS, SHAKIRA	0206- 40202 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		41,600
001402.410400-FICA TAX		2,523
001402.410401-MEDICARE EXPENSE		590
001402.410500-HEALTH INSURANCE		10,060
001402.410600-RETIREMENT		4,160
Totals 1074-FIELDS, SHAKIRA		58,933
3027-NELSON, BESSIE	0519- 40208 DEPUTY CLERK-PR/AP -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		44,081
001402.410400-FICA TAX		2,733
001402.410401-MEDICARE EXPENSE		640
001402.410500-HEALTH INSURANCE		153
001402.410600-RETIREMENT		4,409
Totals 3027-NELSON, BESSIE		52,016
1056-OLDEN, KAREN	0206- 40201 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES		42,477
001402.410400-FICA TAX		2,363
001402.410401-MEDICARE EXPENSE		553

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001402.410500-HEALTH INSURANCE	17,400
001402.410600-RETIREMENT	4,248
Totals 1056-OLDEN, KAREN	67,041
1064-PAINTER, ALICE 0602- 40212 SR CHIEF DEPUTY CLERK-70HR	
001402.410300-EMPLOYEES SALARY AND WAGES	59,331
001402.410400-FICA TAX	3,408
001402.410401-MEDICARE EXPENSE	797
001402.410500-HEALTH INSURANCE	17,400
001402.410600-RETIREMENT	5,934
Totals 1064-PAINTER, ALICE	86,870
1128-SHADLE, JACQUELINE ECOC- 40211 COUNTY CLERK	
001402.410100-OFFICIALS SALARY	62,093
001402.410400-FICA TAX	3,805
001402.410401-MEDICARE EXPENSE	890
001402.410500-HEALTH INSURANCE	488
001402.410600-RETIREMENT	6,210
Totals 1128-SHADLE, JACQUELINE	73,486
8025-VACANT008025, POSITION 0206- 40205 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES	27,615
001402.410400-FICA TAX	1,656
001402.410401-MEDICARE EXPENSE	388
001402.410500-HEALTH INSURANCE	10,060
001402.410600-RETIREMENT	2,762
Totals 8025-VACANT008025, POSITION	42,481
8026-VACANT008026, POSITION 0206- 40206 DEPUTY CLERK -70HR	
001402.410300-EMPLOYEES SALARY AND WAGES	27,615
001402.410400-FICA TAX	1,656
001402.410401-MEDICARE EXPENSE	388
001402.410500-HEALTH INSURANCE	10,060
001402.410600-RETIREMENT	2,762
Totals 8026-VACANT008026, POSITION	42,481
Department Total-001402-COUNTY CLERK	689,309

Jefferson County Commission
Budget Summary
Dept 403-CIRCUIT CLERK
FY2021-2022

1/28/2021

001403-CIRCUIT CLERK	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	62,571	62,093	34,151	55.00%	62,093	0.00%
410300 EMPLOYEES SALARY AND WAGES	348,655	352,522	198,959	56.44%	346,342	-1.75%
410400 FICA TAX	23,892	24,139	13,630	56.46%	24,855	2.97%
410401 MEDICARE EXPENSE	5,588	5,645	3,188	56.47%	5,804	2.82%
410500 HEALTH INSURANCE	129,974	129,996	64,964	49.97%	127,537	-1.89%
410599 HEALTH INSURANCE-CONTRA	0	(129,996)	(55,069)	42.36%	(127,537)	-1.89%
410600 RETIREMENT	41,123	41,466	22,786	54.95%	40,849	-1.49%
410802 PART TIME / EXTRA HELP	0	0	0	0.00%	18,000	100.00%
TOTAL PERSONNEL SERVICES	611,802	485,865	282,608	58.17%	497,943	2.49%
CONTRACTUAL SERVICES						
421100 TELEPHONE	0	0	0	0.00%	700	100.00%
421200 PRINTING	3,187	2,500	309	12.34%	2,250	-10.00%
421400 TRAVEL	1,070	3,500	0	0.00%	3,500	0.00%
422100 TRAINING AND EDUCATION	811	1,800	0	0.00%	1,700	-5.56%
422200 DUES AND SUBSCRIPTIONS	123	300	0	0.00%	400	33.33%
423000 CONTRACTED SERVICES	5,501	6,000	2,176	36.27%	7,600	26.67%
TOTAL CONTRACTUAL SERVICES	10,692	14,100	2,485	17.62%	16,150	14.54%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	5,705	6,000	1,592	26.53%	6,000	0.00%
434200 RECORD BOOKS	3,285	2,500	545	21.82%	2,500	0.00%
TOTAL COMMODITIES	8,989	8,500	2,137	25.14%	8,500	0.00%
DEPARTMENT GRAND TOTAL	631,483	508,465	287,230	56.49%	522,593	2.78%

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001403-CIRCUIT CLERK

001403.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	62,571	34,151	62,093	62,093
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
STORM, LAURA		62,093

Total 001403.410100 - OFFICIALS SALARY	62,093

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	348,655	198,959	352,522	346,342
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CHALK, REBECCA				36,580
COMBS, SAMANTHA				33,825
COOPER, EDITH				33,631
DAVIS, DEANNA				37,001
NOBREGA, NICOLE				35,950
REYNOLDS, ASHTYN				36,771
WALTERS, LISA				38,624
WOLFE, JAMIE				39,112
YOKLEY, TAMMY				54,848
Total 001403.410300 - EMPLOYEES SALARY AND WAGES				<u>346,342</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 403-CIRCUIT CLERK
 FY2021-2022

1/28/2021

Name	Justificaton	Amount		
001403.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	23,892	13,630	24,139	24,855
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
FICA FOR PART-TIME	MISSION CRITICAL	1,170		
CHALK REBECCA		2,206		
CHALK, REBECCA		1,711		
COMBS SAMANTHA		2,029		
COMBS, SAMANTHA		2,023		
COOPER EDITH		2,172		
COOPER, EDITH		2,280		
DAVIS DEANNA		3,770		
DAVIS, DEANNA		2,338		
NOBREGA NICOLE		2,026		
NOBREGA, NICOLE		3,130		
REYNOLDS ASHTYN				
REYNOLDS, ASHTYN				
STORM LAURA				
STORM, LAURA				
WALTERS LISA				
WALTERS, LISA				
WOLFE JAMIE				
WOLFE, JAMIE				
YOKLEY TAMMY				
YOKLEY, TAMMY				
Total 001403.410400 - FICA TAX		24,855		

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 403-CIRCUIT CLERK
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>	
001403.410401 - MEDICARE EXPENSE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		5,588	3,188	5,645
				<u>FY22 REQUEST</u>
				5,804
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION	DEPT REQUEST	
MEDICARE FOR PT		MISSION CRITICAL	261	
CHALK	REBECCA		516	
CHALK, REBECCA				
COMBS	SAMANTHA		401	
COMBS, SAMANTHA				
COOPER	EDITH		475	
COOPER, EDITH				
DAVIS	DEANNA		474	
DAVIS, DEANNA				
NOBREGA	NICOLE		508	
NOBREGA, NICOLE				
REYNOLDS	ASHTYN		534	
REYNOLDS, ASHTYN				
STORM	LAURA		882	
STORM, LAURA				
WALTERS	LISA		547	
WALTERS, LISA				
WOLFE	JAMIE		474	
WOLFE, JAMIE				
YOKLEY	TAMMY		732	
YOKLEY, TAMMY				
Total 001403.410401 - MEDICARE EXPENSE			<u>5,804</u>	

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 403-CIRCUIT CLERK
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001403.410500 - HEALTH INSURANCE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		129,974	64,964	129,996
				<u>FY22 REQUEST</u>
				127,537
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
CHALK, REBECCA				9,572
CHALK, REBECCA				258
CHALK, REBECCA				77
CHALK, REBECCA				153
COMBS, SAMANTHA				20,654
COMBS, SAMANTHA				258
COMBS, SAMANTHA				77
COMBS, SAMANTHA				153
COOPER, EDITH				9,572
COOPER, EDITH				258
COOPER, EDITH				77
COOPER, EDITH				153
DAVIS, DEANNA				16,912
DAVIS, DEANNA				258
DAVIS, DEANNA				77
DAVIS, DEANNA				153
NOBREGA, NICOLE				9,572
NOBREGA, NICOLE				258
NOBREGA, NICOLE				77
NOBREGA, NICOLE				153

Jefferson County Commission
 Budget Detail
 Dept 403-CIRCUIT CLERK
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
REYNOLDS, ASHTYN		153
STORM, LAURA		9,572
STORM, LAURA		258
STORM, LAURA		77
STORM, LAURA		153
WALTERS, LISA		9,572
WALTERS, LISA		258
WALTERS, LISA		77
WALTERS, LISA		153
WOLFE, JAMIE		20,654
WOLFE, JAMIE		258
WOLFE, JAMIE		77
WOLFE, JAMIE		153
YOKLEY, TAMMY		16,912
YOKLEY, TAMMY		258
YOKLEY, TAMMY		77
YOKLEY, TAMMY		153

Total 001403.410500 - HEALTH INSURANCE

127,537

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.410599 - HEALTH INSURANCE-CONTRA		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	(55,069)	(129,996)	(127,537)
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001403.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	41,123	22,786	41,466	40,849
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CHALK, REBECCA				3,658
COMBS, SAMANTHA				3,383
COOPER, EDITH				3,364
DAVIS, DEANNA				3,701
NOBREGA, NICOLE				3,595
REYNOLDS, ASHTYN				3,678
STORM, LAURA				6,210
WALTERS, LISA				3,863
WOLFE, JAMIE				3,912
YOKLEY, TAMMY				5,485
Total 001403.410600 - RETIREMENT				40,849

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.410801 - OVERTIME		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.410801 - OVERTIME

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	18,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
NEED PART-TIME HELP IN OFFICE FOR APPROX 2 YRS	CRITICAL			18,000
Total 001403.410802 - PART TIME / EXTRA HELP				<u>18,000</u>

NOTES:

Part-time help is needed for approximately 2 years to assist in entering a backlog of case files and assist with applying for grants to scan old order books

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	700
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OFFICE CELL PHONE FOR EMERGENCY AVAILABILITY	MISSION CRITICAL			700
Total 001403.421100 - TELEPHONE				700

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,187	309	2,500	2,250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ENVELOPE SUPERSTORE	MISSION CRITICAL			2,250
Total 001403.421200 - PRINTING				2,250

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,070	0	3,500	3,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL RELATED TO CIRCUIT CLERK RESPONSIBILITIES	MISSION CRITICAL			3,500
Total 001403.421400 - TRAVEL				3,500

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001403.421600 - MAINT/REP EQUIPMENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001403.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.421800 - POSTAGE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.421800 - POSTAGE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.421900 - BLDG/EQUIP RENTAL		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001403.422000 - ADVERTISING / LEGAL PUBS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	811	0	1,800	1,700
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CONTINUING ED & LEGISLATION OVERSIGHT	MISSION CRITICAL			1,700
Total 001403.422100 - TRAINING AND EDUCATION				1,700

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	123	0	300	400
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ANNUAL DUES RELATED TO DUTIES	CRITICAL			400
Total 001403.422200 - DUES AND SUBSCRIPTIONS				400

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.422300 - PROFESSIONAL SERVICES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.422300 - PROFESSIONAL SERVICES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,501	2,176	6,000	7,600
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PO BOX, COPIERS, JURY CALL.,SHRED, JURY PARK	MISSION CRITICAL/MANDATED			7,600
Total 001403.423000 - CONTRACTED SERVICES				7,600

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,705	1,592	6,000	6,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OFFICE SUPPLIES	MISSION CRITICAL			6,000
Total 001403.434100 - MATERIALS AND SUPPLIES				6,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001403.434200 - RECORD BOOKS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,285	545	2,500	2,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
UPDATED WV CODE BOOKS W/NEW LEGISLATION	MISSION CRITICAL			2,500
Total 001403.434200 - RECORD BOOKS				2,500

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.435300 - COMPUTER SOFTWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.435400 - COMPUTER HARDWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.435500 - INFORMATION TECH SUPPORT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001403.435600 - LICENSE AND ANNUAL FEES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001403.435600 - LICENSE AND ANNUAL FEES

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001403-CIRCUIT CLERK

1089-CHALK, REBECCA	0206- 40301 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		36,580
001403.410400-FICA TAX		2,206
001403.410401-MEDICARE EXPENSE		516
001403.410500-HEALTH INSURANCE		10,060
001403.410600-RETIREMENT		3,658
Totals 1089-CHALK, REBECCA		53,020
1171-COMBS, SAMANTHA	0206- 40307 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		33,825
001403.410400-FICA TAX		1,711
001403.410401-MEDICARE EXPENSE		401
001403.410500-HEALTH INSURANCE		21,142
001403.410600-RETIREMENT		3,383
Totals 1171-COMBS, SAMANTHA		60,462
1143-COOPER, EDITH	0206- 40306 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		33,631
001403.410400-FICA TAX		2,029
001403.410401-MEDICARE EXPENSE		475
001403.410500-HEALTH INSURANCE		10,060
001403.410600-RETIREMENT		3,364
Totals 1143-COOPER, EDITH		49,559
3001-DAVIS, DEANNA	0206- 40311 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		37,001
001403.410400-FICA TAX		2,023
001403.410401-MEDICARE EXPENSE		474
001403.410500-HEALTH INSURANCE		17,400
001403.410600-RETIREMENT		3,701
Totals 3001-DAVIS, DEANNA		60,599
1123-NOBREGA, NICOLE	0206- 40304 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		35,950
001403.410400-FICA TAX		2,172
001403.410401-MEDICARE EXPENSE		508
001403.410500-HEALTH INSURANCE		10,060
001403.410600-RETIREMENT		3,595
Totals 1123-NOBREGA, NICOLE		52,285
1090-REYNOLDS, ASHTYN	0206- 40302 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES		36,771
001403.410400-FICA TAX		2,280
001403.410401-MEDICARE EXPENSE		534
001403.410500-HEALTH INSURANCE		153
001403.410600-RETIREMENT		3,678
Totals 1090-REYNOLDS, ASHTYN		43,416
1036-STORM, LAURA	ECIC- 40310 CIRCUIT CLERK	
001403.410100-OFFICIALS SALARY		62,093
001403.410400-FICA TAX		3,770
001403.410401-MEDICARE EXPENSE		882

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001403.410500-HEALTH INSURANCE	10,060
001403.410600-RETIREMENT	6,210
Totals 1036-STORM, LAURA	83,015
1117-WALTERS, LISA 0206- 40303 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES	38,624
001403.410400-FICA TAX	2,338
001403.410401-MEDICARE EXPENSE	547
001403.410500-HEALTH INSURANCE	10,060
001403.410600-RETIREMENT	3,863
Totals 1117-WALTERS, LISA	55,432
1134-WOLFE, JAMIE 0206- 40305 DEPUTY CLERK -70HR	
001403.410300-EMPLOYEES SALARY AND WAGES	39,112
001403.410400-FICA TAX	2,026
001403.410401-MEDICARE EXPENSE	474
001403.410500-HEALTH INSURANCE	21,142
001403.410600-RETIREMENT	3,912
Totals 1134-WOLFE, JAMIE	66,666
1021-YOKLEY, TAMMY 0509- 40309 CHIEF DEPUTY CLERK-70HR	
001403.410300-EMPLOYEES SALARY AND WAGES	54,848
001403.410400-FICA TAX	3,130
001403.410401-MEDICARE EXPENSE	732
001403.410500-HEALTH INSURANCE	17,400
001403.410600-RETIREMENT	5,485
Totals 1021-YOKLEY, TAMMY	81,595
Department Total-001403-CIRCUIT CLERK	606,049

Jefferson County Commission
 Budget Summary
 Dept 404-SHERIFF AND TREASURER
 FY2021-2022

1/28/2021

001404-SHERIFF AND TREASURER	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	50,653	50,266	27,646	55.00%	50,266	0.00%
410200 OFFICIALS SALARY SUPPLEM	15,000	15,000	15,000	100.00%	15,000	0.00%
410300 EMPLOYEES SALARY AND WAGES	291,784	295,117	162,321	55.00%	295,031	-0.03%
410400 FICA TAX	22,004	21,730	12,703	58.46%	21,653	-0.35%
410401 MEDICARE EXPENSE	5,146	5,081	2,971	58.47%	5,061	-0.39%
410500 HEALTH INSURANCE	48,869	48,882	24,382	49.88%	48,039	-1.72%
410599 HEALTH INSURANCE-CONTRA	0	(48,882)	(20,379)	41.69%	(48,039)	-1.72%
410600 RETIREMENT	36,617	34,542	20,142	58.31%	29,655	-14.15%
410801 OVERTIME	1,122	1,500	322	21.48%	1,500	0.00%
410802 PART TIME / EXTRA HELP	2,160	9,000	3,168	35.20%	9,000	0.00%
TOTAL PERSONNEL SERVICES	473,354	432,236	248,276	57.44%	427,166	-1.17%
CONTRACTUAL SERVICES						
421200 PRINTING	4,376	10,000	5,031	50.31%	11,000	10.00%
421400 TRAVEL	227	1,000	0	0.00%	1,000	0.00%
422000 ADVERTISING / LEGAL PUBS	11,055	12,500	5,390	43.12%	12,500	0.00%
422100 TRAINING AND EDUCATION	450	1,000	0	0.00%	1,000	0.00%
422200 DUES AND SUBSCRIPTIONS	30	100	30	30.00%	100	0.00%
422300 PROFESSIONAL SERVICES	4,200	5,000	4,200	84.00%	5,000	0.00%
422900 COURT COSTS AND DAMAGES	0	1,000	0	0.00%	1,000	0.00%
423000 CONTRACTED SERVICES	16,699	31,500	9,269	29.43%	31,500	0.00%
423200 BANK CHARGES	380	750	411	54.78%	850	13.33%
TOTAL CONTRACTUAL SERVICES	37,417	62,850	24,331	38.71%	63,950	1.75%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	2,056	2,500	774	30.98%	2,500	0.00%
TOTAL COMMODITIES	2,056	2,500	774	30.98%	2,500	0.00%
DEPARTMENT GRAND TOTAL	512,826	497,586	273,382	54.94%	493,616	-0.80%

Jefferson County Commission
Budget Detail
Dept 404-SHERIFF AND TREASURER
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001404-SHERIFF AND TREASURER

001404.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	50,653	27,646	50,266	50,266
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
HANSEN, THOMAS		50,266

Total 001404.410100 - OFFICIALS SALARY	<u><u>50,266</u></u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.410200 - OFFICIALS SALARY SUPPLEM	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	15,000	15,000	15,000	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				15,000
Total 001404.410200 - OFFICIALS SALARY SUPPLEM				<u>15,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	291,784	162,321	295,117	295,031
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BROWN, DIANN				44,737
HENDRICKS, TERESA				79,890
NICK, KAREN				43,617
PUTTOCK, CHRISTINE				36,215
STEPHENSON, EVELYN				45,337
THOMPSON, MARY				45,235
Total 001404.410300 - EMPLOYEES SALARY AND WAGES				<u>295,031</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 404-SHERIFF AND TREASURER
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001404.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	22,004	12,703	21,730	21,653
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA FOR OVERTIME				98
FICA FOR PT/EXTRA HELP				585
BROWN	DIANN			2,503
BROWN, DIANN				
HANSEN	THOMAS			3,117
HANSEN, THOMAS				
HENDRICKS	TERESA			4,897
HENDRICKS, TERESA				
NICK	KAREN			2,705
NICK, KAREN				
PUTTOCK	CHRISTINE			2,246
PUTTOCK, CHRISTINE				
STEPHENSON	EVELYN			2,754
STEPHENSON, EVELYN				
THOMPSON	MARY			2,748
THOMPSON, MARY				
Total 001404.410400 - FICA TAX				<u>21,653</u>

NOTES:

Name	Justificaton	Amount		
001404.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,146	2,971	5,081	5,061
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
MEDICARE FOR OVERTIME		22		
MEDICARE FOR PT/EXTRA HELP		131		
BROWN DIANN BROWN, DIANN		586		
HANSEN THOMAS HANSEN, THOMAS		729		
HENDRICKS TERESA HENDRICKS, TERESA		1,146		
NICK KAREN NICK, KAREN		633		
PUTTOCK CHRISTINE PUTTOCK, CHRISTINE		526		
STEPHENSON EVELYN STEPHENSON, EVELYN		645		
THOMPSON MARY THOMPSON, MARY		643		
Total 001404.410401 - MEDICARE EXPENSE		5,061		

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 404-SHERIFF AND TREASURER
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001404.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	48,869	24,382
		48,882
		48,039
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
BROWN, DIANN		16,912
BROWN, DIANN		258
BROWN, DIANN		77
BROWN, DIANN		153
HANSEN, THOMAS		153
HENDRICKS, TERESA		9,572
HENDRICKS, TERESA		258
HENDRICKS, TERESA		77
HENDRICKS, TERESA		153
NICK, KAREN		153
PUTTOCK, CHRISTINE		153
STEPHENSON, EVELYN		9,572
STEPHENSON, EVELYN		258
STEPHENSON, EVELYN		77
STEPHENSON, EVELYN		153
THOMPSON, MARY		9,572
THOMPSON, MARY		258
THOMPSON, MARY		77
THOMPSON, MARY		153

Jefferson County Commission
Budget Detail
Dept 404-SHERIFF AND TREASURER
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001404.410500 - HEALTH INSURANCE		<u>48,039</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.410599 - HEALTH INSURANCE-CONTRA		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	(20,379)	(48,882)	(48,039)
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	36,617	20,142	34,542	29,655
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RETIREMENT FOR OVERTIME				150
BROWN DIANN				4,474
BROWN, DIANN				
HENDRICKS TERESA				7,989
HENDRICKS, TERESA				
NICK KAREN				4,362
NICK, KAREN				
PUTTOCK CHRISTINE				3,622
PUTTOCK, CHRISTINE				
STEPHENSON EVELYN				4,534
STEPHENSON, EVELYN				
THOMPSON MARY				4,524
THOMPSON, MARY				
Total 001404.410600 - RETIREMENT				29,655

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,122	322	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,500
Total 001404.410801 - OVERTIME				1,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,160	3,168	9,000	9,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				9,000
Total 001404.410802 - PART TIME / EXTRA HELP				<u>9,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,376	5,031	10,000	11,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				11,000
Total 001404.421200 - PRINTING				11,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	227	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,000
Total 001404.421400 - TRAVEL				<u>1,000</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001404.421600 - MAINT/REP EQUIPMENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001404.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.421800 - POSTAGE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.421800 - POSTAGE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.421900 - BLDG/EQUIP RENTAL		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	11,055	5,390	12,500	12,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				12,500
Total 001404.422000 - ADVERTISING / LEGAL PUBS				<u>12,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	450	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,000
Total 001404.422100 - TRAINING AND EDUCATION				<u>1,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	30	30	100	100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				100
Total 001404.422200 - DUES AND SUBSCRIPTIONS				100

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,200	4,200	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				5,000
Total 001404.422300 - PROFESSIONAL SERVICES				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.422900 - COURT COSTS AND DAMAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,000
Total 001404.422900 - COURT COSTS AND DAMAGES				<u>1,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	16,699	9,269	31,500	31,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				31,500
Total 001404.423000 - CONTRACTED SERVICES				<u>31,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.423200 - BANK CHARGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	380	411	750	850
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				850
Total 001404.423200 - BANK CHARGES				<u>850</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001404.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,056	774	2,500	2,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				2,500
Total 001404.434100 - MATERIALS AND SUPPLIES				2,500

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.434200 - RECORD BOOKS		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.434200 - RECORD BOOKS

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.435300 - COMPUTER SOFTWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.435400 - COMPUTER HARDWARE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.435500 - INFORMATION TECH SUPPORT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001404.435600 - LICENSE AND ANNUAL FEES		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001404.435600 - LICENSE AND ANNUAL FEES

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001404-SHERIFF AND TREASURER

1154-BROWN, DIANN	0400- 40405 ASSISTANT CHIEF TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		44,737
001404.410400-FICA TAX		2,503
001404.410401-MEDICARE EXPENSE		586
001404.410500-HEALTH INSURANCE		17,400
001404.410600-RETIREMENT		4,474
Totals 1154-BROWN, DIANN		69,700
1322-HANSEN, THOMAS	ESHF- 40407 SHERIFF	
001404.410100-OFFICIALS SALARY		50,266
001404.410400-FICA TAX		3,117
001404.410401-MEDICARE EXPENSE		729
001404.410500-HEALTH INSURANCE		153
Totals 1322-HANSEN, THOMAS		54,265
1028-HENDRICKS, TERESA	0701- 40406 CHIEF TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		79,890
001404.410400-FICA TAX		4,897
001404.410401-MEDICARE EXPENSE		1,146
001404.410500-HEALTH INSURANCE		10,060
001404.410600-RETIREMENT		7,989
Totals 1028-HENDRICKS, TERESA		103,982
1085-NICK, KAREN	0203- 40403 TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		43,617
001404.410400-FICA TAX		2,705
001404.410401-MEDICARE EXPENSE		633
001404.410500-HEALTH INSURANCE		153
001404.410600-RETIREMENT		4,362
Totals 1085-NICK, KAREN		51,470
1161-PUTTOCK, CHRISTINE	0203- 40404 TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		36,215
001404.410400-FICA TAX		2,246
001404.410401-MEDICARE EXPENSE		526
001404.410500-HEALTH INSURANCE		153
001404.410600-RETIREMENT		3,622
Totals 1161-PUTTOCK, CHRISTINE		42,762
1046-STEPHENSON, EVELYN	0203- 40401 TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		45,337
001404.410400-FICA TAX		2,754
001404.410401-MEDICARE EXPENSE		645
001404.410500-HEALTH INSURANCE		10,060
001404.410600-RETIREMENT		4,534
Totals 1046-STEPHENSON, EVELYN		63,330
1068-THOMPSON, MARY	0203- 40402 TAX DEPUTY	
001404.410300-EMPLOYEES SALARY AND WAGES		45,235
001404.410400-FICA TAX		2,748
001404.410401-MEDICARE EXPENSE		643
001404.410500-HEALTH INSURANCE		10,060

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001404.410600-RETIREMENT	4,524
Totals 1068-THOMPSON, MARY	<u>63,210</u>
Department Total-001404-SHERIFF AND TREASURER	<u><u>464,705</u></u>

Jefferson County Commission
 Budget Summary
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

001405-PROSECUTING ATTORNEY	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	109,024	108,192	59,505	55.00%	108,192	0.00%
410300 EMPLOYEES SALARY AND WAGES	1,185,563	1,262,249	656,998	52.05%	1,259,764	-0.20%
410400 FICA TAX	79,143	84,068	43,925	52.25%	83,562	-0.60%
410401 MEDICARE EXPENSE	18,510	19,656	10,273	52.26%	19,550	-0.54%
410500 HEALTH INSURANCE	245,342	265,598	125,994	47.44%	250,636	-5.63%
410599 HEALTH INSURANCE-CONTRA	0	(265,598)	(106,788)	40.21%	(250,636)	-5.63%
410600 RETIREMENT	129,393	137,053	71,601	52.24%	132,803	-3.10%
410802 PART TIME / EXTRA HELP	24,043	27,000	16,437	60.88%	27,000	0.00%
TOTAL PERSONNEL SERVICES	1,791,016	1,638,218	877,946	53.59%	1,630,871	-0.45%
CONTRACTUAL SERVICES						
421100 TELEPHONE	1,375	1,300	472	36.32%	1,300	0.00%
421400 TRAVEL	6,546	8,000	950	11.88%	8,000	0.00%
421401 TRAVEL-WITNESS PER DIEM	1,910	4,000	980	24.50%	4,000	0.00%
421800 POSTAGE	192	250	303	121.14%	250	0.00%
422000 ADVERTISING / LEGAL PUBS	35	500	0	0.00%	500	0.00%
422100 TRAINING AND EDUCATION	907	2,800	100	3.57%	2,800	0.00%
422200 DUES AND SUBSCRIPTIONS	17,971	22,500	3,134	13.93%	22,500	0.00%
422200 DUES AND SUBSCRIPTIONS COVID	0	0	154	0.00%	0	100.00%
422300 PROFESSIONAL SERVICES	6,619	15,000	7,926	52.84%	15,000	0.00%
422900 COURT COSTS AND DAMAGES	2,781	0	5,016	0.00%	0	100.00%
423000 CONTRACTED SERVICES	5,459	6,000	8,623	143.71%	6,000	0.00%
TOTAL CONTRACTUAL SERVICES	43,795	60,350	27,657	45.83%	60,350	0.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	4,056	4,000	677	16.93%	4,000	0.00%
435300 COMPUTER SOFTWARE	224	10,000	0	0.00%	10,000	0.00%
435600 LICENSE AND ANNUAL FEES	432	0	0	0.00%	0	100.00%
TOTAL COMMODITIES	4,712	14,000	677	4.84%	14,000	0.00%
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	1,839,523	1,712,568	906,280	52.92%	1,705,221	-0.43%

Jefferson County Commission
Budget Detail
Dept 405-PROSECUTING ATTORNEY
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001405-PROSECUTING ATTORNEY

001405.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	109,024	59,505	108,192	108,192
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
HARVEY, MATTHEW		108,192
Total 001405.410100 - OFFICIALS SALARY		108,192

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001405.410300 - EMPLOYEES SALARY AND WAGES	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	1,185,563	656,998
		1,262,249
		1,259,764
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
AINSWORTH CHARLOTTE AINSWORTH, CHARLOTTE		43,619
BURLETT SHANNON BURLETT, SHANNON		38,571
COCHRAN NATHAN COCHRAN, NATHAN		100,000
DANNER CYNTHIA DANNER, CYNTHIA		42,085
EDWARDS-BRIGHT MYOSHIA EDWARDS-BRIGHT, MYOSHIA		45,914
GREEN JAMIE GREEN, JAMIE		32,682
GROH STEPHEN GROH, STEPHEN		97,946
HALL REBECCA HALL, REBECCA		50,097
HAZEL MARION HAZEL, MARION		80,000
JONES GREGORY JONES, GREGORY		100,732
LUKE ELYSSA LUKE, ELYSSA		67,946
MATSCHAT LYNDSEY MATSCHAT, LYNDSEY		85,100
MCMILLION GAIL MCMILLION, GAIL		36,803
NICK MORGAN NICK, MORGAN		70,000
RIDEOUTT LECTOR RIDEOUTT, LECTOR		56,249
VACANT008027 POSITION VACANT008027, POSITION		33,032
VACANT008040 POSITION VACANT008040, POSITION		40,001
WARD ADAM WARD, ADAM		85,000
YOUNG DEBRA YOUNG, DEBRA		69,887
ZAHRADNIK NEIL ZAHRADNIK, NEIL		84,100

Jefferson County Commission
Budget Detail
Dept 405-PROSECUTING ATTORNEY
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001405.410300 - EMPLOYEES SALARY AND WAGES		<u>1,259,764</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001405.410400 - FICA TAX	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	79,143	43,925
		84,068
		83,562
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
LAWYER INTERNSHIP PROGRAM	DISCRETIONARY	124
VOCA PT SUPPORT STAFF-GRANT FUNDED	MISSION CRITICAL-GRANT FUNDED	1,550
AINSWORTH CHARLOTTE AINSWORTH, CHARLOTTE		2,705
BURLETT SHANNON BURLETT, SHANNON		2,335
COCHRAN NATHAN COCHRAN, NATHAN		5,814
DANNER CYNTHIA DANNER, CYNTHIA		2,553
EDWARDS-BRIGHT MYOSHIA EDWARDS-BRIGHT, MYOSHIA		2,790
GREEN JAMIE GREEN, JAMIE		1,970
GROH STEPHEN GROH, STEPHEN		6,016
HALL REBECCA HALL, REBECCA		2,730
HARVEY MATTHEW HARVEY, MATTHEW		6,345
HAZEL MARION HAZEL, MARION		4,574
JONES GREGORY JONES, GREGORY		6,163
LUKE ELYSSA LUKE, ELYSSA		3,945
MATSCHAT LYNDSEY MATSCHAT, LYNDSEY		5,231
MCMILLION GAIL MCMILLION, GAIL		2,204
NICK MORGAN NICK, MORGAN		4,284
RIDEOUTT LECTOR RIDEOUTT, LECTOR		3,431
VACANT008027 POSITION VACANT008027, POSITION		1,991
VACANT008040 POSITION VACANT008040, POSITION		2,424
WARD ADAM WARD, ADAM		5,214

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
YOUNG	DEBRA		
YOUNG, DEBRA			4,011
ZAHRADNIK	NEIL		
ZAHRADNIK, NEIL			5,158
Total 001405.410400 - FICA TAX			<u>83,562</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justification</u>	<u>Amount</u>
001405.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	18,510	10,273
		19,656
		19,550
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
LAWYER INTERNSHIP PROGRAM	DISCRETIONARY	29
VOCA PT SUPPORT STAFF-GRANT FUNDED	MISSION CRITICAL-GRANT FUNDED	363
AINSWORTH, CHARLOTTE		633
BURLETT, SHANNON		546
COCHRAN, NATHAN		1,360
DANNER, CYNTHIA		597
EDWARDS-BRIGHT, MYOSHIA		653
GREEN, JAMIE		461
GROH, STEPHEN		1,407
HALL, REBECCA		639
HARVEY, MATTHEW		1,484
HAZEL, MARION		1,070
JONES, GREGORY		1,442
LUKE, ELYSSA		923
MATSHAT, LYNDSEY		1,224
MCMILLION, GAIL		516
NICK, MORGAN		1,002
RIDEOUTT, LECTOR		803
VACANT008027, POSITION		466
VACANT008040, POSITION		567
WARD, ADAM		1,220

Jefferson County Commission
Budget Detail
Dept 405-PROSECUTING ATTORNEY
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
YOUNG, DEBRA		938
ZAHRADNIK, NEIL		1,207
Total 001405.410401 - MEDICARE EXPENSE		<u>19,550</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justification</u>		<u>Amount</u>
001405.410500 - HEALTH INSURANCE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		245,342	125,994	265,598
				<u>FY22 REQUEST</u>
				250,636
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
AINSWORTH, CHARLOTTE				153
BURLETT, SHANNON				9,572
BURLETT, SHANNON				258
BURLETT, SHANNON				77
BURLETT, SHANNON				153
COCHRAN, NATHAN				20,654
COCHRAN, NATHAN				258
COCHRAN, NATHAN				77
COCHRAN, NATHAN				153
DANNER, CYNTHIA				9,572
DANNER, CYNTHIA				258
DANNER, CYNTHIA				77
DANNER, CYNTHIA				153
EDWARDS-BRIGHT, MYOSHIA				9,572
EDWARDS-BRIGHT, MYOSHIA				258
EDWARDS-BRIGHT, MYOSHIA				77
EDWARDS-BRIGHT, MYOSHIA				153
GREEN, JAMIE				9,572
GREEN, JAMIE				258
GREEN, JAMIE				77
GREEN, JAMIE				153

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
GROH, STEPHEN		9,572
GROH, STEPHEN		258
GROH, STEPHEN		77
GROH, STEPHEN		153
HALL, REBECCA		20,654
HALL, REBECCA		258
HALL, REBECCA		153
HARVEY, MATTHEW		20,654
HARVEY, MATTHEW		258
HARVEY, MATTHEW		77
HARVEY, MATTHEW		153
HAZEL, MARION		20,654
HAZEL, MARION		258
HAZEL, MARION		77
HAZEL, MARION		153
JONES, GREGORY		9,572
JONES, GREGORY		258
JONES, GREGORY		77
JONES, GREGORY		153
LUKE, ELYSSA		16,912
LUKE, ELYSSA		258
LUKE, ELYSSA		77
LUKE, ELYSSA		153
MATSCHAT, LYNDSEY		258

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
MATSCHAT, LYNDSEY		77
MATSCHAT, LYNDSEY		153
MCMILLION, GAIL		9,572
MCMILLION, GAIL		258
MCMILLION, GAIL		77
MCMILLION, GAIL		77
NICK, MORGAN		9,572
NICK, MORGAN		258
NICK, MORGAN		77
NICK, MORGAN		153
RIDEOUTT, LECTOR		9,572
RIDEOUTT, LECTOR		258
RIDEOUTT, LECTOR		77
RIDEOUTT, LECTOR		153
VACANT008027, POSITION		9,572
VACANT008027, POSITION		258
VACANT008027, POSITION		77
VACANT008027, POSITION		153
VACANT008040, POSITION		9,572
VACANT008040, POSITION		258
VACANT008040, POSITION		77
VACANT008040, POSITION		153
WARD, ADAM		9,572
WARD, ADAM		258

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
WARD, ADAM		77
WARD, ADAM		153
YOUNG, DEBRA		16,912
YOUNG, DEBRA		258
YOUNG, DEBRA		77
YOUNG, DEBRA		153
ZAHRADNIK, NEIL		9,572
ZAHRADNIK, NEIL		258
ZAHRADNIK, NEIL		77
ZAHRADNIK, NEIL		153
Total 001405.410500 - HEALTH INSURANCE		<u>250,636</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(106,788)	(265,598)	(250,636)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.410599 - HEALTH INSURANCE-CONTRA

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 405-PROSECUTING ATTORNEY
 FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001405.410600 - RETIREMENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		129,393	71,601	137,053
				<u>FY22 REQUEST</u>
				132,803
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
AINSWORTH, CHARLOTTE				4,362
BURLETT, SHANNON				3,858
COCHRAN, NATHAN				10,000
DANNER, CYNTHIA				4,209
EDWARDS-BRIGHT, MYOSHIA				4,592
GREEN, JAMIE				3,269
GROH, STEPHEN				9,795
HALL, REBECCA				5,010
HARVEY, MATTHEW				10,820
HAZEL, MARION				8,000
JONES, GREGORY				10,074
LUKE, ELYSSA				6,795
MATSCHAT, LYNDESEY				8,510
MCMILLION, GAIL				3,681
NICK, MORGAN				7,000
RIDEOUTT, LECTOR				5,625
VACANT008027, POSITION				3,304
WARD, ADAM				8,500
YOUNG, DEBRA				6,989
ZAHRADNIK, NEIL				8,410

Jefferson County Commission
Budget Detail
Dept 405-PROSECUTING ATTORNEY
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001405.410600 - RETIREMENT		<u>132,803</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001405.410801 - OVERTIME		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001405.410801 - OVERTIME

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	24,043	16,437	27,000	27,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
LAWYER INTERNSHIP PROGRAM	DISCRETIONARY			2,000
VOCA PT HELP-GRANT FUNDED	MISSION CRITICAL-GRANT FUNDED			25,000
Total 001405.410802 - PART TIME / EXTRA HELP				27,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,375	472	1,300	1,300
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
2 CELL PHONES FOR STAFF TO USE FOR WORK PURPOSES	MISSION CRITICAL			1,300
Total 001405.421100 - TELEPHONE				1,300

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001405.421200 - PRINTING		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001405.421200 - PRINTING

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001405.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,546	950	8,000	8,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL FOR CLE'S AND OTHER WORK RELATED PURPOSES	MISSION CRITICAL			8,000
Total 001405.421400 - TRAVEL				8,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.421401 - TRAVEL-WITNESS PER DIEM	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,910	980	4,000	4,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL FOR WITNESS PER DIEM	MISSION CRITICAL			4,000
Total 001405.421401 - TRAVEL-WITNESS PER DIEM				4,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.421800 - POSTAGE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	192	303	250	250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MISC POSTAGE FOR FILINGS AND MAILINGS	MISSION CRITICAL			250
Total 001405.421800 - POSTAGE				250

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	35	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AD SPACE FOR LEGAL ADS REQUIRED TO BE PUBLISHED	MISSION CRITICAL			500
Total 001405.422000 - ADVERTISING / LEGAL PUBS				500

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001405.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	907	100	2,800	2,800
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
SUMMER PROSECUTOR CONFERENCE	MANDATED-REQUIRED CLE		1,800	
WINTER PROSECUTOR CONFERENCE	MANDATED-REQUIRED CLE		1,000	
Total 001405.422100 - TRAINING AND EDUCATION			2,800	

NOTES:

001405.422100 - TRAINING AND EDUCATION-GRANT G1801	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001405.422100 G1801- TRAINING AND EDUCATION-GRANT				

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001405.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	17,971	3,134	22,500	22,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
WV STATE BAR DUES	MANDATED		2,500	
LEXIS-NEXIS COMPUTERIZED LEGAL RESEARCH	MISSION CRITICAL		17,000	
VARIOUS PUBLICATIONS FOR RESEARCH	MISSION CRITICAL		3,000	
Total 001405.422200 - DUES AND SUBSCRIPTIONS			22,500	

NOTES:

001405.422200 - DUES AND SUBSCRIPTIONS COVID	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	154	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001405.422200 COVID- DUES AND SUBSCRIPTIONS				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,619	7,926	15,000	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
HEARING & TRIAL TRANSCRIPTS FOR LITIGATION	MISSION CRITICAL			15,000
Total 001405.422300 - PROFESSIONAL SERVICES				15,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.422900 - COURT COSTS AND DAMAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,781	5,016	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001405.422900 - COURT COSTS AND DAMAGES				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001405.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,459	8,623	6,000	6,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RICOH COPIER SERVICES	MISSION CRITICAL			6,000
Total 001405.423000 - CONTRACTED SERVICES				6,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.423300 - INVESTIGATION EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.423300 - INVESTIGATION EXPENSE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.423700 - OTHER FEES AND TAXES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.423700 - OTHER FEES AND TAXES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,056	677	4,000	4,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
VARIOUS OFFICE SUPPLIES	MISSION CRITICAL			4,000
Total 001405.434100 - MATERIALS AND SUPPLIES				4,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	224	0	10,000	10,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CASE MGMT SOFTWR-ANNUAL SUBSC & MAINT	MISSION CRITICAL			10,000
Total 001405.435300 - COMPUTER SOFTWARE				10,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.435500 - INFORMATION TECH SUPPORT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.435600 - LICENSE AND ANNUAL FEES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	432	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001405.435600 - LICENSE AND ANNUAL FEES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001405.445900 - CAPITAL OUTLAY-EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001405.445900 - CAPITAL OUTLAY-EQUIPMENT				

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001405-PROSECUTING ATTORNEY

-	-	
	001405.410300-EMPLOYEES SALARY AND WAGES	
	Totals -	
1167-AINSWORTH, CHARLOTTE	0507- 40509 PARALEGAL -70HR	
	001405.410300-EMPLOYEES SALARY AND WAGES	43,619
	001405.410400-FICA TAX	2,705
	001405.410401-MEDICARE EXPENSE	633
	001405.410500-HEALTH INSURANCE	153
	001405.410600-RETIREMENT	4,362
	Totals 1167-AINSWORTH, CHARLOTTE	51,472
1138-BURLETT, SHANNON	0401- 40505 LEGAL ASSISTANT-70HR	
	001405.410300-EMPLOYEES SALARY AND WAGES	38,571
	001405.410400-FICA TAX	2,335
	001405.410401-MEDICARE EXPENSE	546
	001405.410500-HEALTH INSURANCE	10,060
	001405.410600-RETIREMENT	3,858
	Totals 1138-BURLETT, SHANNON	55,370
1139-COCHRAN, NATHAN	0901- 40520 ASST PROSECUTING ATTY III	
	001405.410300-EMPLOYEES SALARY AND WAGES	100,000
	001405.410400-FICA TAX	5,814
	001405.410401-MEDICARE EXPENSE	1,360
	001405.410500-HEALTH INSURANCE	21,142
	001405.410600-RETIREMENT	10,000
	Totals 1139-COCHRAN, NATHAN	138,316
1107-DANNER, CYNTHIA	0507- 40508 PARALEGAL -70HR	
	001405.410300-EMPLOYEES SALARY AND WAGES	42,085
	001405.410400-FICA TAX	2,553
	001405.410401-MEDICARE EXPENSE	597
	001405.410500-HEALTH INSURANCE	10,060
	001405.410600-RETIREMENT	4,209
	Totals 1107-DANNER, CYNTHIA	59,504
1024-EDWARDS-BRIGHT, MYOSH	0507- 40507 PARALEGAL -70HR	
	001405.410300-EMPLOYEES SALARY AND WAGES	45,914
	001405.410400-FICA TAX	2,790
	001405.410401-MEDICARE EXPENSE	653
	001405.410500-HEALTH INSURANCE	10,060
	001405.410600-RETIREMENT	4,592
	Totals 1024-EDWARDS-BRIGHT, MYOSHIA	64,009
1199-GREEN, JAMIE	0101- 40521 RECEPTIONIST -70HR	
	001405.410300-EMPLOYEES SALARY AND WAGES	32,682
	001405.410400-FICA TAX	1,970
	001405.410401-MEDICARE EXPENSE	461
	001405.410500-HEALTH INSURANCE	10,060
	001405.410600-RETIREMENT	3,269
	Totals 1199-GREEN, JAMIE	48,442
1052-GROH, STEPHEN	0901- 40518 ASST PROSECUTING ATTY III	

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001405.410300-EMPLOYEES SALARY AND WAGES	97,946
001405.410400-FICA TAX	6,016
001405.410401-MEDICARE EXPENSE	1,407
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	9,795
Totals 1052-GROH, STEPHEN	125,224
1202-HALL, REBECCA 0508- 40510 VICTIM ADVOCATE-80HR	
001405.410300-EMPLOYEES SALARY AND WAGES	50,097
001405.410400-FICA TAX	2,730
001405.410401-MEDICARE EXPENSE	639
001405.410500-HEALTH INSURANCE	21,065
001405.410600-RETIREMENT	5,010
Totals 1202-HALL, REBECCA	79,541
1163-HARVEY, MATTHEW EPRS- 40501 PROSECUTING ATTORNEY	
001405.410100-OFFICIALS SALARY	108,192
001405.410400-FICA TAX	6,345
001405.410401-MEDICARE EXPENSE	1,484
001405.410500-HEALTH INSURANCE	21,142
001405.410600-RETIREMENT	10,820
Totals 1163-HARVEY, MATTHEW	147,983
3002-HAZEL, MARION 0713- 40524 ASST PROSECUTING ATTY I	
001405.410300-EMPLOYEES SALARY AND WAGES	80,000
001405.410400-FICA TAX	4,574
001405.410401-MEDICARE EXPENSE	1,070
001405.410500-HEALTH INSURANCE	21,142
001405.410600-RETIREMENT	8,000
Totals 3002-HAZEL, MARION	114,786
1059-JONES, GREGORY 0901- 40519 ASST PROSECUTING ATTY III	
001405.410300-EMPLOYEES SALARY AND WAGES	100,732
001405.410400-FICA TAX	6,163
001405.410401-MEDICARE EXPENSE	1,442
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	10,074
Totals 1059-JONES, GREGORY	128,471
1191-LUKE, ELYSSA 0713- 40514 ASST PROSECUTING ATTY I	
001405.410300-EMPLOYEES SALARY AND WAGES	67,946
001405.410400-FICA TAX	3,945
001405.410401-MEDICARE EXPENSE	923
001405.410500-HEALTH INSURANCE	17,400
001405.410600-RETIREMENT	6,795
Totals 1191-LUKE, ELYSSA	97,009
1126-MATSCHAT, LYNDSEY 0801- 40516 ASST PROSECUTING ATTY II	
001405.410300-EMPLOYEES SALARY AND WAGES	85,100
001405.410400-FICA TAX	5,231
001405.410401-MEDICARE EXPENSE	1,224
001405.410500-HEALTH INSURANCE	488
001405.410600-RETIREMENT	8,510
Totals 1126-MATSCHAT, LYNDSEY	100,553
1043-MCMILLION, GAIL 0213- 40502 ASSISTANT VICTIM ADVOCATE-70HR	

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001405.410300-EMPLOYEES SALARY AND WAGES	36,803
001405.410400-FICA TAX	2,204
001405.410401-MEDICARE EXPENSE	516
001405.410500-HEALTH INSURANCE	9,984
001405.410600-RETIREMENT	3,681
Totals 1043-MCMILLION, GAIL	53,188
1121-NICK, MORGAN 0713- 40513 ASST PROSECUTING ATTY I	
001405.410300-EMPLOYEES SALARY AND WAGES	70,000
001405.410400-FICA TAX	4,284
001405.410401-MEDICARE EXPENSE	1,002
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	7,000
Totals 1121-NICK, MORGAN	92,346
1013-RIDEOUTT, LECTOR 0507- 40506 PARALEGAL -70HR	
001405.410300-EMPLOYEES SALARY AND WAGES	56,249
001405.410400-FICA TAX	3,431
001405.410401-MEDICARE EXPENSE	803
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	5,625
Totals 1013-RIDEOUTT, LECTOR	76,168
8027-VACANT008027, POSITION 0401- 40504 LEGAL ASSISTANT-70HR	
001405.410300-EMPLOYEES SALARY AND WAGES	33,032
001405.410400-FICA TAX	1,991
001405.410401-MEDICARE EXPENSE	466
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	3,304
Totals 8027-VACANT008027, POSITION	48,853
8040-VACANT008040, POSITION 0401- 40525 LEGAL ASSISTANT-70HR	
001405.410300-EMPLOYEES SALARY AND WAGES	40,001
001405.410400-FICA TAX	2,424
001405.410401-MEDICARE EXPENSE	567
001405.410500-HEALTH INSURANCE	10,060
Totals 8040-VACANT008040, POSITION	53,052
1204-WARD, ADAM 0801- 40517 ASST PROSECUTING ATTY II	
001405.410300-EMPLOYEES SALARY AND WAGES	85,000
001405.410400-FICA TAX	5,214
001405.410401-MEDICARE EXPENSE	1,220
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	8,500
Totals 1204-WARD, ADAM	109,994
1029-YOUNG, DEBRA 0702- 40512 SENIOR VICTIM ADVOCATE-80HR	
001405.410300-EMPLOYEES SALARY AND WAGES	69,887
001405.410400-FICA TAX	4,011
001405.410401-MEDICARE EXPENSE	938
001405.410500-HEALTH INSURANCE	17,400
001405.410600-RETIREMENT	6,989
Totals 1029-YOUNG, DEBRA	99,225
1122-ZAHRADNIK, NEIL 0801- 40515 ASST PROSECUTING ATTY II	
001405.410300-EMPLOYEES SALARY AND WAGES	84,100

Jefferson County Commission
Payroll Projection
FY2021-2022

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	<u>Amount</u>
001405.410400-FICA TAX	5,158
001405.410401-MEDICARE EXPENSE	1,207
001405.410500-HEALTH INSURANCE	10,060
001405.410600-RETIREMENT	8,410
Totals 1122-ZAHRADNIK, NEIL	<u>108,935</u>
Department Total-001405-PROSECUTING ATTORNEY	<u><u>1,854,507</u></u>

Jefferson County Commission
Budget Summary
Dept 406-ASSESSOR
FY2021-2022

1/28/2021

001406-ASSESSOR	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410100 OFFICIALS SALARY	50,653	50,266	27,646	55.00%	50,266	0.00%
410200 OFFICIALS SALARY SUPPLEM	20,027	20,027	20,027	100.00%	20,027	0.00%
410300 EMPLOYEES SALARY AND WAGES	245,846	258,470	136,986	53.00%	248,981	-3.67%
410400 FICA TAX	21,313	21,228	13,452	63.37%	21,024	-0.96%
410401 MEDICARE EXPENSE	4,985	4,964	3,146	63.38%	4,887	-1.55%
410500 HEALTH INSURANCE	84,237	88,513	33,378	37.71%	58,281	-34.16%
410599 HEALTH INSURANCE-CONTRA	0	(88,513)	(28,523)	32.22%	(58,281)	-34.16%
410600 RETIREMENT	31,712	30,877	18,669	60.46%	30,725	-0.49%
410801 OVERTIME	5,221	8,000	2,029	25.37%	8,000	0.00%
410802 PART TIME / EXTRA HELP	34,017	38,800	35,142	90.57%	38,800	0.00%
TOTAL PERSONNEL SERVICES	498,009	432,632	261,952	60.55%	422,710	-2.29%
CONTRACTUAL SERVICES						
421200 PRINTING	2,539	5,100	0	0.00%	5,100	0.00%
421400 TRAVEL	282	1,500	166	11.03%	1,500	0.00%
422000 ADVERTISING / LEGAL PUBS	595	1,500	0	0.00%	1,500	0.00%
422200 DUES AND SUBSCRIPTIONS	100	100	100	100.00%	100	0.00%
422300 PROFESSIONAL SERVICES	0	0	730	0.00%	0	100.00%
423000 CONTRACTED SERVICES	3,394	3,500	752	21.47%	4,500	28.57%
TOTAL CONTRACTUAL SERVICES	6,910	11,700	1,747	14.93%	12,700	8.55%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	1,139	3,600	549	15.25%	3,600	0.00%
434200 RECORD BOOKS	1,342	1,400	0	0.00%	1,500	7.14%
TOTAL COMMODITIES	2,481	5,000	549	10.98%	5,100	2.00%
DEPARTMENT GRAND TOTAL	507,400	449,332	264,248	58.81%	440,510	-1.96%

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001406-ASSESSOR

001406.410100 - OFFICIALS SALARY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	50,653	27,646	50,266	50,266
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
BANKS, ANGELA		50,266
Total 001406.410100 - OFFICIALS SALARY		50,266

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.410200 - OFFICIALS SALARY SUPPLEM	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	20,027	20,027	20,027	20,027
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	MANDATED FUNCTION			20,027
Total 001406.410200 - OFFICIALS SALARY SUPPLEM				20,027

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001406.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	245,846	136,986	258,470	248,981
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
BARNHART, LAURA			37,700	
BERRY, AMY			36,800	
JENKINS, WENDY			37,700	
NELSON, VANDA			43,940	
SILVIOUS, RACHEL			43,441	
THOMPSON, HOPE			49,400	
Total 001406.410300 - EMPLOYEES SALARY AND WAGES			<u>248,981</u>	

NOTES:

Name	Justificaton		Amount	
001406.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	21,313	13,452	21,228	21,024
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
FICA FOR OVERTIME			520	
FICA FOR PT/EXTRA HELP			2,522	
BANKS ANGELA			2,867	
BANKS, ANGELA			2,867	
BARNHART LAURA			2,338	
BARNHART, LAURA			2,338	
BERRY AMY			2,208	
BERRY, AMY			2,208	
JENKINS WENDY			2,264	
JENKINS, WENDY			2,264	
NELSON VANDA			2,651	
NELSON, VANDA			2,651	
SILVIOUS RACHEL			2,648	
SILVIOUS, RACHEL			2,648	
THOMPSON HOPE			3,006	
THOMPSON, HOPE			3,006	
Total 001406.410400 - FICA TAX			21,024	

NOTES:

Name	Justificaton	Amount		
001406.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	4,985	3,146	4,964	4,887
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
MEDICARE FOR OVERTIME		116		
MEDICARE FOR PT/EXTRA HELP		563		
BANKS ANGELA		671		
BANKS, ANGELA		671		
BARNHART LAURA		547		
BARNHART, LAURA		547		
BERRY AMY		517		
BERRY, AMY		517		
JENKINS WENDY		530		
JENKINS, WENDY		530		
NELSON VANDA		620		
NELSON, VANDA		620		
SILVIOUS RACHEL		620		
SILVIOUS, RACHEL		620		
THOMPSON HOPE		703		
THOMPSON, HOPE		703		
Total 001406.410401 - MEDICARE EXPENSE		4,887		

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 406-ASSESSOR
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001406.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	84,237	33,378
		88,513
		58,281
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
BANKS, ANGELA		16,912
BANKS, ANGELA		258
BANKS, ANGELA		77
BANKS, ANGELA		153
BARNHART, LAURA		153
BERRY, AMY		9,572
BERRY, AMY		258
BERRY, AMY		77
BERRY, AMY		153
JENKINS, WENDY		9,572
JENKINS, WENDY		258
JENKINS, WENDY		77
JENKINS, WENDY		153
NELSON, VANDA		9,572
NELSON, VANDA		258
NELSON, VANDA		77
NELSON, VANDA		153
SILVIOUS, RACHEL		258
SILVIOUS, RACHEL		77
SILVIOUS, RACHEL		153
THOMPSON, HOPE		9,572

Jefferson County Commission
Budget Detail
Dept 406-ASSESSOR
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
THOMPSON, HOPE		258
THOMPSON, HOPE		77
THOMPSON, HOPE		153
Total 001406.410500 - HEALTH INSURANCE		<u>58,281</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(28,523)	(88,513)	(58,281)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.410599 - HEALTH INSURANCE-CONTRA

NOTES:

Name	Justificaton	Amount		
001406.410600 - RETIREMENT	FY20 ACTUAL 31,712	FY21 YTD 18,669	FY21 BUDGET 30,877	FY22 REQUEST 30,725
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
RETIREMENT FOR OVERTIME		800		
BANKS ANGELA				
BANKS, ANGELA		5,027		
BARNHART LAURA				
BARNHART, LAURA		3,770		
BERRY AMY				
BERRY, AMY		3,680		
JENKINS WENDY				
JENKINS, WENDY		3,770		
NELSON VANDA				
NELSON, VANDA		4,394		
SILVIOUS RACHEL				
SILVIOUS, RACHEL		4,344		
THOMPSON HOPE				
THOMPSON, HOPE		4,940		
Total 001406.410600 - RETIREMENT		30,725		

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,221	2,029	8,000	8,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	MISSION CRITICAL			8,000
Total 001406.410801 - OVERTIME				<u>8,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	34,017	35,142	38,800	38,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	MISSION CRITICAL			38,800
Total 001406.410802 - PART TIME / EXTRA HELP				38,800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,539	0	5,100	5,100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PRINTING	MISSION CRITICAL			5,100
Total 001406.421200 - PRINTING				5,100

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	282	166	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ANNUAL TRAINING	MANDATED			1,500
Total 001406.421400 - TRAVEL				1,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST

Total 001406.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.421700 - MAINT/REP AUTO	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.421700 - MAINT/REP AUTO

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001406.421800 - POSTAGE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001406.421800 - POSTAGE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001406.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	595	0	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
LEGAL NOTICES	MANDATED		1,500	
Total 001406.422000 - ADVERTISING / LEGAL PUBS			1,500	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.422100 - TRAINING AND EDUCATION

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	100	100	100	100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AWVA ANNUAL DUES	DISCRETIONARY			100
Total 001406.422200 - DUES AND SUBSCRIPTIONS				100

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	730	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST

Total 001406.422300 - PROFESSIONAL SERVICES

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001406.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,394	752	3,500	4,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
COPIER, SUPPLEMENTALS SYSTEM,DOG PROGAM		MISSION CRITICAL		4,500
Total 001406.423000 - CONTRACTED SERVICES				4,500

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001406.423700 - OTHER FEES AND TAXES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	

Total 001406.423700 - OTHER FEES AND TAXES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,139	549	3,600	3,600
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BINDERS,FOLDERS,LABELS,TONERS,DRU MS,MISC	MISSION CRITICAL			3,600
Total 001406.434100 - MATERIALS AND SUPPLIES				3,600

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.434200 - RECORD BOOKS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,342	0	1,400	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
LAND BOOK BINDERS	MANDATED FUNCTION			1,500
Total 001406.434200 - RECORD BOOKS				1,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.434300 - AUTO SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.434300 - AUTO SUPPLIES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.435500 - INFORMATION TECH SUPPORT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001406.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001406.435600 - LICENSE AND ANNUAL FEES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001406.435600 - LICENSE AND ANNUAL FEES				

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001406-ASSESSOR

1016-BANKS, ANGELA		EASR- 40601 ASSESSOR	
001406.410100-OFFICIALS SALARY			50,266
001406.410400-FICA TAX			2,867
001406.410401-MEDICARE EXPENSE			671
001406.410500-HEALTH INSURANCE			17,400
001406.410600-RETIREMENT			5,027
Totals 1016-BANKS, ANGELA			76,231
1174-BARNHART, LAURA		0218- 40614 ASSESSOR CLERK-80	
001406.410300-EMPLOYEES SALARY AND WAGES			37,700
001406.410400-FICA TAX			2,338
001406.410401-MEDICARE EXPENSE			547
001406.410500-HEALTH INSURANCE			153
001406.410600-RETIREMENT			3,770
Totals 1174-BARNHART, LAURA			44,508
1205-BERRY, AMY		0218- 40602 ASSESSOR CLERK-80	
001406.410300-EMPLOYEES SALARY AND WAGES			36,800
001406.410400-FICA TAX			2,208
001406.410401-MEDICARE EXPENSE			517
001406.410500-HEALTH INSURANCE			10,060
001406.410600-RETIREMENT			3,680
Totals 1205-BERRY, AMY			53,265
1190-JENKINS, WENDY		0218- 40603 ASSESSOR CLERK-80	
001406.410300-EMPLOYEES SALARY AND WAGES			37,700
001406.410400-FICA TAX			2,264
001406.410401-MEDICARE EXPENSE			530
001406.410500-HEALTH INSURANCE			10,060
001406.410600-RETIREMENT			3,770
Totals 1190-JENKINS, WENDY			54,324
1092-NELSON, VANDA		0408- 40605 ASSESSOR SENIOR CLERK	
001406.410300-EMPLOYEES SALARY AND WAGES			43,940
001406.410400-FICA TAX			2,651
001406.410401-MEDICARE EXPENSE			620
001406.410500-HEALTH INSURANCE			10,060
001406.410600-RETIREMENT			4,394
Totals 1092-NELSON, VANDA			61,665
1093-SILVIOUS, RACHEL		0408- 40606 ASSESSOR SENIOR CLERK	
001406.410300-EMPLOYEES SALARY AND WAGES			43,441
001406.410400-FICA TAX			2,648
001406.410401-MEDICARE EXPENSE			620
001406.410500-HEALTH INSURANCE			488
001406.410600-RETIREMENT			4,344
Totals 1093-SILVIOUS, RACHEL			51,541
1057-THOMPSON, HOPE		0408- 40607 ASSESSOR SENIOR CLERK	
001406.410300-EMPLOYEES SALARY AND WAGES			49,400
001406.410400-FICA TAX			3,006
001406.410401-MEDICARE EXPENSE			703

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001406.410500-HEALTH INSURANCE	10,060
001406.410600-RETIREMENT	4,940
Totals 1057-THOMPSON, HOPE	<u>68,109</u>
Department Total-001406-ASSESSOR	<u><u>414,164</u></u>

Jefferson County Commission
 Budget Summary
 Dept 407-ASSESSORS VALUATION FUND
 FY2021-2022

1/28/2021

001407-ASSESSORS VALUATION FUND	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	377,963	380,653	193,542	50.84%	389,647	2.36%
410400 FICA TAX	23,397	24,322	12,130	49.87%	23,185	-4.67%
410401 MEDICARE EXPENSE	5,472	5,687	2,837	49.88%	5,425	-4.61%
410500 HEALTH INSURANCE	65,496	65,544	34,842	53.16%	79,270	20.94%
410600 RETIREMENT	36,901	38,069	19,443	51.07%	38,966	2.36%
410801 OVERTIME	2,089	7,000	885	12.64%	7,000	0.00%
410802 PART TIME / EXTRA HELP	8,550	15,000	8,430	56.20%	20,000	33.33%
TOTAL PERSONNEL SERVICES	519,867	536,275	272,108	50.74%	563,493	5.08%
CONTRACTUAL SERVICES						
TOTAL CONTRACTUAL SERVICES	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	519,867	536,275	272,108	50.74%	563,493	5.08%

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001407-ASSESSORS VALUATION FUND				
001407.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	377,963	193,542	380,653	389,647
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BENNETT, MONICA				53,000
BOWERS, ELIZABETH				62,800
GAINEY, MARGARET				40,020
MICKEY, JASON				54,076
MYERS, VICTORIA				72,000
VACANT008028, POSITION				37,751
WILLINGHAM, RHONDA				70,000
Total 001407.410300 - EMPLOYEES SALARY AND WAGES				389,647

NOTES:

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001407.410400 - FICA TAX		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		23,397	12,130	24,322	23,185
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST
BENNETT, MONICA					3,246
BOWERS, ELIZABETH					3,807
GAINEY, MARGARET					2,425
MICKEY, JASON					2,967
MYERS, VICTORIA					4,193
VACANT008028, POSITION					2,284
WILLINGHAM, RHONDA					4,263
Total 001407.410400 - FICA TAX					<u>23,185</u>

NOTES:

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001407.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,472	2,837	5,687	5,425
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
BENNETT, MONICA			760	
BOWERS, ELIZABETH			891	
GAINEY, MARGARET			567	
MICKEY, JASON			694	
MYERS, VICTORIA			981	
VACANT008028, POSITION			535	
WILLINGHAM, RHONDA			997	
Total 001407.410401 - MEDICARE EXPENSE			<u>5,425</u>	

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 407-ASSESSORS VALUATION FUND
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justification</u>	<u>Amount</u>
001407.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	65,496	34,842
		65,544
		79,270
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
BENNETT, MONICA		258
BENNETT, MONICA		77
BENNETT, MONICA		153
BOWERS, ELIZABETH		9,572
BOWERS, ELIZABETH		258
BOWERS, ELIZABETH		77
BOWERS, ELIZABETH		153
GAINEY, MARGARET		9,572
GAINEY, MARGARET		258
GAINEY, MARGARET		77
GAINEY, MARGARET		153
MICKEY, JASON		20,654
MICKEY, JASON		258
MICKEY, JASON		77
MICKEY, JASON		153
MYERS, VICTORIA		16,912
MYERS, VICTORIA		258
MYERS, VICTORIA		77
MYERS, VICTORIA		153
VACANT008028, POSITION		9,572
VACANT008028, POSITION		258

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VACANT008028, POSITION		77
VACANT008028, POSITION		153
WILLINGHAM, RHONDA		9,572
WILLINGHAM, RHONDA		258
WILLINGHAM, RHONDA		77
WILLINGHAM, RHONDA		153
Total 001407.410500 - HEALTH INSURANCE		<u>79,270</u>

NOTES:

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001407.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	36,901	19,443	38,069	38,966
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BENNETT, MONICA				5,300
BOWERS, ELIZABETH				6,280
GAINEY, MARGARET				4,002
MICKEY, JASON				5,408
MYERS, VICTORIA				7,200
VACANT008028, POSITION				3,776
WILLINGHAM, RHONDA				7,000
Total 001407.410600 - RETIREMENT				38,966

NOTES:

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001407.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,089	885	7,000	7,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	MISSION CRITICAL			7,000
Total 001407.410801 - OVERTIME				<u>7,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001407.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	8,550	8,430	15,000	20,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FOR PART-TIME FIELD APPRAISERS	MISSION CRITICAL			20,000
Total 001407.410802 - PART TIME / EXTRA HELP				20,000

NOTES:

Jefferson County Commission
Budget Detail
Dept 407-ASSESSORS VALUATION FUND
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001407.423700 - OTHER FEES AND TAXES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001407.423700 - OTHER FEES AND TAXES

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001407-ASSESSORS VALUATION FUND

1034-BENNETT, MONICA		0417- 40702 ASSESSOR DATA COLLECTOR II	
001407.410300-EMPLOYEES SALARY AND WAGES			53,000
001407.410400-FICA TAX			3,246
001407.410401-MEDICARE EXPENSE			760
001407.410500-HEALTH INSURANCE			488
001407.410600-RETIREMENT			5,300
Totals 1034-BENNETT, MONICA			62,794
1003-BOWERS, ELIZABETH		0524- 40703 CHIEF APPRAISER COORDINATOR	
001407.410300-EMPLOYEES SALARY AND WAGES			62,800
001407.410400-FICA TAX			3,807
001407.410401-MEDICARE EXPENSE			891
001407.410500-HEALTH INSURANCE			10,060
001407.410600-RETIREMENT			6,280
Totals 1003-BOWERS, ELIZABETH			83,838
1097-GAINEY, MARGARET		0220- 40704 ASSESSOR DATA COLLECTOR I	
001407.410300-EMPLOYEES SALARY AND WAGES			40,020
001407.410400-FICA TAX			2,425
001407.410401-MEDICARE EXPENSE			567
001407.410500-HEALTH INSURANCE			10,060
001407.410600-RETIREMENT			4,002
Totals 1097-GAINEY, MARGARET			57,074
1091-MICKEY, JASON		0412- 40711 ASSESSOR SENIOR TAX APPRAISER	
001407.410300-EMPLOYEES SALARY AND WAGES			54,076
001407.410400-FICA TAX			2,967
001407.410401-MEDICARE EXPENSE			694
001407.410500-HEALTH INSURANCE			21,142
001407.410600-RETIREMENT			5,408
Totals 1091-MICKEY, JASON			84,287
1063-MYERS, VICTORIA		0605- 40705 MAPPING SPECIALIST/IT/PROGRAMR	
001407.410300-EMPLOYEES SALARY AND WAGES			72,000
001407.410400-FICA TAX			4,193
001407.410401-MEDICARE EXPENSE			981
001407.410500-HEALTH INSURANCE			17,400
001407.410600-RETIREMENT			7,200
Totals 1063-MYERS, VICTORIA			101,774
8028-VACANT008028, POSITION		0412- 40706 ASSESSOR SENIOR TAX APPRAISER	
001407.410300-EMPLOYEES SALARY AND WAGES			37,751
001407.410400-FICA TAX			2,284
001407.410401-MEDICARE EXPENSE			535
001407.410500-HEALTH INSURANCE			10,060
001407.410600-RETIREMENT			3,776
Totals 8028-VACANT008028, POSITION			54,406
1019-WILLINGHAM, RHONDA		0705- 40707 ASSESSOR CHIEF DEPUTY	
001407.410300-EMPLOYEES SALARY AND WAGES			70,000
001407.410400-FICA TAX			4,263
001407.410401-MEDICARE EXPENSE			997

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001407.410500-HEALTH INSURANCE	10,060
001407.410600-RETIREMENT	7,000
Totals 1019-WILLINGHAM, RHONDA	<u>92,320</u>
Department Total-001407-ASSESSORS VALUATION FUND	<u><u>536,493</u></u>

Jefferson County Commission
 Budget Summary
 Dept 408-STATEWIDE COMPUTER NET
 FY2021-2022

1/28/2021

001408-STATEWIDE COMPUTER NET	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
COMMODITIES						
434900 CHARGES BY OTHR GOV UNITS	32,984	54,871	0	0.00%	60,000	9.35%
TOTAL COMMODITIES	<u>32,984</u>	<u>54,871</u>	<u>0</u>	0.00%	<u>60,000</u>	9.35%
DEPARTMENT GRAND TOTAL	<u><u>32,984</u></u>	<u><u>54,871</u></u>	<u><u>0</u></u>	0.00%	<u><u>60,000</u></u>	9.35%

Jefferson County Commission
Budget Detail
Dept 408-STATEWIDE COMPUTER NET
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001408-STATEWIDE COMPUTER NET				
001408.434900 - CHARGES BY OTHR GOV UNITS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	32,984	0	54,871	60,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
TAX DEPARTMENT HELP DESK,REPORTS,....		MISSION CRITICAL		60,000
Total 001408.434900 - CHARGES BY OTHR GOV UNITS				60,000

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 412-AGRICULTURAL AGENT
 FY2021-2022

1/28/2021

001412-AGRICULTURAL AGENT	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	69,688	71,188	39,249	55.13%	72,791	2.25%
410400 FICA TAX	3,913	4,041	2,232	55.25%	4,126	2.10%
410401 MEDICARE EXPENSE	915	946	522	55.19%	966	2.11%
410500 HEALTH INSURANCE	20,973	21,001	10,894	51.87%	21,630	3.00%
410599 HEALTH INSURANCE-CONTRA	0	(21,001)	(9,092)	43.29%	(21,630)	3.00%
410600 RETIREMENT	6,961	7,119	3,925	55.13%	7,280	2.26%
410801 OVERTIME	(79)	400	0	0.00%	400	0.00%
TOTAL PERSONNEL SERVICES	102,371	83,694	47,731	57.03%	85,563	2.23%
CONTRACTUAL SERVICES						
421400 TRAVEL	2,339	5,000	726	14.51%	5,000	0.00%
421600 MAINT/REP EQUIPMENT	0	1,000	0	0.00%	1,000	0.00%
422200 DUES AND SUBSCRIPTIONS	111	150	199	132.67%	150	0.00%
423000 CONTRACTED SERVICES	5,780	8,950	3,267	36.50%	8,950	0.00%
TOTAL CONTRACTUAL SERVICES	8,230	15,100	4,191	27.76%	15,100	0.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	1,219	2,500	625	25.01%	2,500	0.00%
435400 COMPUTER HARDWARE	0	1,900	565	29.74%	1,900	0.00%
TOTAL COMMODITIES	1,219	4,400	1,190	27.05%	4,400	0.00%
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	14,800	14,800	11,100	75.00%	14,800	0.00%
TOTAL CONTRIBUTIONS TO OTH	14,800	14,800	11,100	75.00%	14,800	0.00%
DEPARTMENT GRAND TOTAL	126,621	117,994	64,213	54.42%	119,863	1.58%

Jefferson County Commission
Budget Detail
Dept 412-AGRICULTURAL AGENT
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001412-AGRICULTURAL AGENT

001412.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	69,688	39,249	71,188	72,791
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BLAKER, APRIL				43,485
MASTERS, AMANDA				29,306
Total 001412.410300 - EMPLOYEES SALARY AND WAGES				<u>72,791</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,913	2,232	4,041	4,126
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA FOR OVERTIME				26
BLAKER	APRIL			
BLAKER, APRIL				2,298
MASTERS	AMANDA			
MASTERS, AMANDA				1,802
Total 001412.410400 - FICA TAX				4,126

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	915	522	946	966
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
MEDICARE FOR OVERTIME				6
BLAKER	APRIL			
BLAKER, APRIL				538
MASTERS	AMANDA			
MASTERS, AMANDA				422
Total 001412.410401 - MEDICARE EXPENSE				966

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.410500 - HEALTH INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	20,973	10,894	21,001	21,630
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
BLAKER, APRIL			20,654	
BLAKER, APRIL			258	
BLAKER, APRIL			77	
BLAKER, APRIL			153	
MASTERS, AMANDA			258	
MASTERS, AMANDA			77	
MASTERS, AMANDA			153	
Total 001412.410500 - HEALTH INSURANCE			21,630	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(9,092)	(21,001)	(21,630)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001412.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,961	3,925	7,119	7,280
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BLAKER, APRIL				4,349
MASTERS, AMANDA				2,931
Total 001412.410600 - RETIREMENT				7,280

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	(79)	0	400	400
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OVERTIME FOR TWO COUNTY STAFF				400
Total 001412.410801 - OVERTIME				400

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001412.421100 - TELEPHONE

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001412.421200 - PRINTING		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST

Total 001412.421200 - PRINTING

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,339	726	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MILEAGE REIMBURSTMENT USED FOR EXTENSION AGENTS	AGENTS MUST TRAVEL LOCALLY AND STATEWIDE			5,000
Total 001412.421400 - TRAVEL				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
REPAIRS ON THE COPIER			1,000	
Total 001412.421600 - MAINT/REP EQUIPMENT			1,000	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001412.421900 - BLDG/EQUIP RENTAL				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.422000 - ADVERTISING / LEGAL Pubs	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001412.422000 - ADVERTISING / LEGAL Pubs				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	111	199	150	150
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MONIES FOR AGENTS TO JOIN PROFESSIONAL ORGS				150
Total 001412.422200 - DUES AND SUBSCRIPTIONS				150

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,780	3,267	8,950	8,950
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COPIER CONTRACT	QUALITY COPIER IS NEEDED FOR MASS PRINTING			8,950
Total 001412.423000 - CONTRACTED SERVICES				8,950

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,219	625	2,500	2,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FUNDS FOR MISC OFFICE AND PROGRAMMING SUPPLIES				2,500
Total 001412.434100 - MATERIALS AND SUPPLIES				<u>2,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001412.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	565	1,900	1,900
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
COMPUTERS SUPPLIES - PURCHASED IN BULK THROUGH WVU			1,900	
Total 001412.435400 - COMPUTER HARDWARE			1,900	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	14,800	11,100	14,800	14,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL, PROGRAM ASSISTANT, AND PROF. DEVELOPMENT	SEASONAL WORKER HELPS WITH PROGRAMS			14,800
Total 001412.456700 - CONTR/TRSFR OTHR GOV UNIT				14,800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001412.456800 - CONTRIBUTION/ TRANSFER OTHER	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001412.456800 - CONTRIBUTION/ TRANSFER OTHER

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001412-AGRICULTURAL AGENT

1023-BLAKER, APRIL	0205- 41202 ADMINISTRATIVE ASSISTANT-80HR	
001412.410300-EMPLOYEES SALARY AND WAGES		43,485
001412.410400-FICA TAX		2,298
001412.410401-MEDICARE EXPENSE		538
001412.410500-HEALTH INSURANCE		21,142
001412.410600-RETIREMENT		4,349
Totals 1023-BLAKER, APRIL		71,812
1184-MASTERS, AMANDA	0204- 41201 ADMINISTRATIVE ASSISTANT-70HR	
001412.410300-EMPLOYEES SALARY AND WAGES		29,306
001412.410400-FICA TAX		1,802
001412.410401-MEDICARE EXPENSE		422
001412.410500-HEALTH INSURANCE		488
001412.410600-RETIREMENT		2,931
Totals 1184-MASTERS, AMANDA		34,949
Department Total-001412-AGRICULTURAL AGENT		106,793

Jefferson County Commission
 Budget Summary
 Dept 413-ELECTIONS COUNTY CLERK
 FY2021-2022

1/28/2021

001413-ELECTIONS COUNTY CLERK	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	87,935	89,993	43,040	47.83%	73,727	-18.07%
410400 FICA TAX	6,069	9,733	3,573	36.71%	9,233	-5.14%
410401 MEDICARE EXPENSE	1,419	2,276	836	36.72%	2,109	-7.34%
410500 HEALTH INSURANCE	21,435	20,635	6,754	32.73%	10,213	-50.51%
410599 HEALTH INSURANCE-CONTRA	0	(20,635)	(5,903)	28.61%	(10,213)	-50.51%
410600 RETIREMENT	9,054	9,000	4,639	51.54%	7,373	-18.08%
410801 OVERTIME	3,216	10,000	4,931	49.31%	10,000	0.00%
410802 PART TIME / EXTRA HELP	61,235	63,000	57,550	91.35%	63,000	0.00%
TOTAL PERSONNEL SERVICES	190,364	184,002	115,420	62.73%	165,442	-10.09%
CONTRACTUAL SERVICES						
421200 PRINTING	478	1,450	427	29.45%	1,450	0.00%
421400 TRAVEL	1,643	1,800	524	29.10%	1,800	0.00%
421600 MAINT/REP EQUIPMENT	44,241	44,336	0	0.00%	44,336	0.00%
421800 POSTAGE COVID	10,539	0	0	0.00%	0	100.00%
421900 BLDG/EQUIP RENTAL	3,388	4,600	3,453	75.07%	4,600	0.00%
422000 ADVERTISING / LEGAL PUBS	3,072	2,800	1,396	49.87%	2,800	0.00%
422300 PROFESSIONAL SERVICES	4,675	5,000	4,675	93.50%	5,000	0.00%
TOTAL CONTRACTUAL SERVICES	68,037	59,986	10,476	17.46%	59,986	0.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	27,747	43,800	34,037	77.71%	43,800	0.00%
434100 MATERIALS AND SUPPLIES COVID	35,672	0	0	0.00%	0	100.00%
TOTAL COMMODITIES	63,419	43,800	34,037	77.71%	43,800	0.00%
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	321,820	287,788	159,933	55.57%	269,228	-6.45%

Jefferson County Commission
Budget Detail
Dept 413-ELECTIONS COUNTY CLERK
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001413-ELECTIONS COUNTY CLERK

001413.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	87,935	43,040	89,993	73,727
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
DAY, HEATHER		36,437
PACETTI, SHAUN		37,290
Total 001413.410300 - EMPLOYEES SALARY AND WAGES		73,727

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,069	3,573	9,733	9,233
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA FOR OVERTIME				650
FICA FOR PT/EXTRA HELP				4,095
DAY	HEATHER			2,176
DAY, HEATHER				2,176
PACETTI	SHAUN			2,312
PACETTI, SHAUN				2,312
Total 001413.410400 - FICA TAX				9,233

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,419	836	2,276	2,109
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
MEDICARE FOR OVERTIME				145
MEDICARE FOR PT/EXTRA HELP				914
DAY	HEATHER			509
DAY, HEATHER				509
PACETTI	SHAUN			541
PACETTI, SHAUN				541
Total 001413.410401 - MEDICARE EXPENSE				2,109

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.410500 - HEALTH INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	21,435	6,754	20,635	10,213
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
DAY, HEATHER				9,572
DAY, HEATHER				258
DAY, HEATHER				77
DAY, HEATHER				153
PACETTI, SHAUN				153
Total 001413.410500 - HEALTH INSURANCE				10,213

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(5,903)	(20,635)	(10,213)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001413.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,054	4,639	9,000	7,373
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
DAY, HEATHER				3,644
PACETTI, SHAUN				3,729
Total 001413.410600 - RETIREMENT				7,373

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,216	4,931	10,000	10,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EV AND CLERK STAFF 2020 GENERAL	MISSION CRITICAL			10,000
Total 001413.410801 - OVERTIME				10,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	61,235	57,550	63,000	63,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
POLL WORKERS, EARLY VOTING & ELECTION NIGHT STAFF	MISSION CRITICAL			63,000
Total 001413.410802 - PART TIME / EXTRA HELP				63,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001413.421100 - TELEPHONE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	478	427	1,450	1,450
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
POLL BOOKS, TRAINING MATERIAL	MISSION CRITICAL			1,450
Total 001413.421200 - PRINTING				1,450

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,643	524	1,800	1,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REQUIRED ELECTION TRAINING	DISCRETIONARY			1,200
POLL WORKER MILEAGE	MANDATED			600
Total 001413.421400 - TRAVEL				1,800

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	44,241	0	44,336	44,336
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE CONTRACT FOR ELECTION EQUIPMENT	MISSION CRITICAL			44,336
Total 001413.421600 - MAINT/REP EQUIPMENT				44,336

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001413.421800 - POSTAGE		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001413.421800 - POSTAGE

NOTES:

001413.421800 - POSTAGE COVID		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		10,539	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001413.421800 COVID- POSTAGE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,388	3,453	4,600	4,600
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRUCK RENTAL FOR EQUIPMENT DELIVERY	MISSION CRITICAL			600
POLLING PLACE RENTAL	REQUEST MANDATED			4,000
Total 001413.421900 - BLDG/EQUIP RENTAL				<u>4,600</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,072	1,396	2,800	2,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ELECTION RELATED LEGAL ADS	REQUEST MANDATED			2,800
Total 001413.422000 - ADVERTISING / LEGAL PUBS				<u>2,800</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001413.422100 - TRAINING AND EDUCATION		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		<u>FY22 REQUEST</u>		
		0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST

Total 001413.422100 - TRAINING AND EDUCATION

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,675	4,675	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ELECTION NIGHT SUPPORT STAFF FROM ES&S	MISSION CRITICAL			5,000
Total 001413.422300 - PROFESSIONAL SERVICES				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	

Total 001413.423000 - CONTRACTED SERVICES

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 413-ELECTIONS COUNTY CLERK
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001413.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	27,747	34,037	43,800	43,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ABSENTEE PRINTED BALLOTS & BALLOT STOCK	MISSION CRITICAL			21,000
AUDIO CODING	MISSION CRITICAL			3,000
BALLOT CODING	MISSION CRITICAL			6,500
BALLOT LAYOUT	MISSION CRITICAL			3,000
EAC CERTIFIED THUMB DRIVES - REPLACEMENTS	MISSION CRITICAL			1,000
E POLL BOOK & DS200 PAPER ROLLS	MISSION CRITICAL			800
E POLL BOOK SETUP	MISSION CRITICAL			3,000
VARIOUS ELECTION SUPPLIES:SECURITY SEALS, EARLY V	MISSION CRITICAL			5,500
Total 001413.434100 - MATERIALS AND SUPPLIES				43,800

NOTES:

001413.434100 - MATERIALS AND SUPPLIES COVID	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	35,672	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001413.434100 COVID- MATERIALS AND SUPPLIES				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001413.435300 - COMPUTER SOFTWARE

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 413-ELECTIONS COUNTY CLERK
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001413.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
Total 001413.435400 - COMPUTER HARDWARE				

NOTES:

001413.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
G1960	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001413.435400 G1960- COMPUTER HARDWARE				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.435500 - INFORMATION TECH SUPPORT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001413.435500 - INFORMATION TECH SUPPORT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.435600 - LICENSE AND ANNUAL FEES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001413.435600 - LICENSE AND ANNUAL FEES				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001413.445900 - CAPITAL OUTLAY-EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001413.445900 - CAPITAL OUTLAY-EQUIPMENT

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001413-ELECTIONS COUNTY CLERK

1643-DAY, HEATHER	0206- 41311 DEPUTY CLERK -70HR	
001413.410300-EMPLOYEES SALARY AND WAGES		36,437
001413.410400-FICA TAX		2,176
001413.410401-MEDICARE EXPENSE		509
001413.410500-HEALTH INSURANCE		10,060
001413.410600-RETIREMENT		3,644
Totals 1643-DAY, HEATHER		52,826
1189-PACETTI, SHAUN	0206- 41301 DEPUTY CLERK -70HR	
001413.410300-EMPLOYEES SALARY AND WAGES		37,290
001413.410400-FICA TAX		2,312
001413.410401-MEDICARE EXPENSE		541
001413.410500-HEALTH INSURANCE		153
001413.410600-RETIREMENT		3,729
Totals 1189-PACETTI, SHAUN		44,025
Department Total-001413-ELECTIONS COUNTY CLERK		102,655

Jefferson County Commission
 Budget Summary
 Dept 415-MAGISTRATE COURT
 FY2021-2022

1/28/2021

001415-MAGISTRATE COURT	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRACTUAL SERVICES						
421100 TELEPHONE	2,966	3,000	1,205	40.18%	3,000	0.00%
TOTAL CONTRACTUAL SERVICES	<u>2,966</u>	<u>3,000</u>	<u>1,205</u>	40.18%	<u>3,000</u>	0.00%
DEPARTMENT GRAND TOTAL	<u><u>2,966</u></u>	<u><u>3,000</u></u>	<u><u>1,205</u></u>	40.18%	<u><u>3,000</u></u>	0.00%

Jefferson County Commission
Budget Detail
Dept 415-MAGISTRATE COURT
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001415-MAGISTRATE COURT

001415.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,966	1,205	3,000	3,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
TELEPHONE SERVICES	NO CHANGES	3,000
Total 001415.421100 - TELEPHONE		3,000

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 423-INSURANCE PROGRAM
 FY2021-2022

1/29/2021

001423-INSURANCE PROGRAM	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410599 HEALTH INSURANCE-CONTRA	0	2,395,358	883,364	36.88%	2,423,161	1.16%
TOTAL PERSONNEL SERVICES	0	2,395,358	883,364	36.88%	2,423,161	1.16%
DEPARTMENT GRAND TOTAL	0	2,395,358	883,364	36.88%	2,423,161	1.16%

Jefferson County Commission
Budget Detail
Dept 423-INSURANCE PROGRAM
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001423-INSURANCE PROGRAM

001423.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	883,364	2,395,358	2,423,161
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
	5% ANTICIPATED INCREASE	115,000
	DEPARTMENTS-SALARY PROJECTION	2,308,161
Total 001423.410599 - HEALTH INSURANCE-CONTRA		<u>2,423,161</u>

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

001424-COURTHOUSE (MAINTENANCE)	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	568,071	626,924	315,568	50.34%	620,534	-1.02%
410400 FICA TAX	33,686	38,225	18,824	49.24%	36,441	-4.67%
410401 MEDICARE EXPENSE	7,885	8,935	4,402	49.27%	8,528	-4.56%
410500 HEALTH INSURANCE	172,832	180,947	82,484	45.58%	175,117	-3.22%
410599 HEALTH INSURANCE-CONTRA	0	(180,947)	(68,731)	37.98%	(175,117)	-3.22%
410600 RETIREMENT	57,007	62,700	31,875	50.84%	62,061	-1.02%
410801 OVERTIME	9,973	20,000	3,131	15.65%	0	100.00%
TOTAL PERSONNEL SERVICES	849,455	756,784	387,553	51.21%	727,564	-3.86%
CONTRACTUAL SERVICES						
421100 TELEPHONE	137,797	124,000	61,937	49.95%	124,000	0.00%
421301 ELECTRICITY	22,489	26,000	16,741	64.39%	26,000	0.00%
421302 FUEL OIL	4,749	8,000	2,411	30.14%	8,000	0.00%
421303 WATER AND SEWER	1,170	1,500	618	41.21%	1,500	0.00%
421400 TRAVEL	940	1,000	0	0.00%	1,000	0.00%
421500 MAINT/REP BLDG AND GRNDS	1,347	5,000	0	0.00%	5,000	0.00%
421600 MAINT/REP EQUIPMENT	2,964	5,000	0	0.00%	5,000	0.00%
421800 POSTAGE	0	120,000	67,204	56.00%	120,000	0.00%
422000 ADVERTISING / LEGAL PUBS	598	1,000	533	53.35%	1,000	0.00%
422100 TRAINING AND EDUCATION	2,499	2,500	(284)	-11.38%	3,500	40.00%
422200 DUES AND SUBSCRIPTIONS	755	500	0	0.00%	500	0.00%
422300 PROFESSIONAL SERVICES	2,419	2,000	0	0.00%	2,000	0.00%
423000 CONTRACTED SERVICES	5,323	7,000	4,431	63.30%	7,000	0.00%
TOTAL CONTRACTUAL SERVICES	183,050	303,500	153,592	50.61%	304,500	0.33%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	5,156	6,000	5,024	83.73%	6,000	0.00%
434500 UNIFORMS	846	1,500	152	10.14%	1,500	0.00%
TOTAL COMMODITIES	6,001	7,500	5,176	69.01%	7,500	0.00%
DEPARTMENT GRAND TOTAL	1,038,506	1,067,784	546,320	51.16%	1,039,564	-2.64%

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

Name	Justificaton	Amount		
001424-COURTHOUSE (MAINTENANCE)				
001424.410300 - EMPLOYEES SALARY AND WAGES	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	568,071	315,568	626,924	620,534
	MANDATED - Required by law or statute			
	MISSION CRITICAL - Elimination would result in failure to meet critical functions			
	DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical			
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
DOANE, RANDALL				49,721
FARIAS, MEGAN				33,412
FRANCO-ZALESKI, JUANA				33,415
GAINEY, TONY				43,401
GREGORY, MYRON				52,119
KEMP, DAVID				33,585
KUHN, LAURA				72,370
MARTINSON, AMANDA				35,349
MCINTYRE, RICCI				33,415
MILBOURNE, RYAN				50,001
PERKINS, BRYAN				44,663
THOMAS, LEONARD				56,860
VACANT008041, POSITION				43,941
WISE, CHARLES				38,282
Total 001424.410300 - EMPLOYEES SALARY AND WAGES				620,534

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001424.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	33,686	18,824	38,225	36,441
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
DOANE, RANDALL			3,026	
FARIAS, MEGAN			2,015	
FRANCO-ZALESKI, JUANA			1,822	
GAINEY, TONY			2,634	
GREGORY, MYRON			2,944	
KEMP, DAVID			2,026	
KUHN, LAURA			4,101	
MARTINSON, AMANDA			2,135	
MCINTYRE, RICCI			2,015	
MILBOURNE, RYAN			2,714	
PERKINS, BRYAN			2,713	
THOMAS, LEONARD			3,254	
VACANT008041, POSITION			2,668	
WISE, CHARLES			2,374	
Total 001424.410400 - FICA TAX			<u>36,441</u>	

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001424.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	7,885	4,402
		8,935
		8,528
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
DOANE, RANDALL		708
FARIAS, MEGAN		472
FRANCO-ZALESKI, JUANA		426
GAINEY, TONY		616
GREGORY, MYRON		689
KEMP, DAVID		474
KUHN, LAURA		960
MARTINSON, AMANDA		500
MCINTYRE, RICCI		472
MILBOURNE, RYAN		635
PERKINS, BRYAN		635
THOMAS, LEONARD		761
VACANT008041, POSITION		624
WISE, CHARLES		556
Total 001424.410401 - MEDICARE EXPENSE		8,528

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justification</u>	<u>Amount</u>
001424.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	172,832	82,484
		180,947
		175,117
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
DOANE, RANDALL		9,572
DOANE, RANDALL		258
DOANE, RANDALL		77
DOANE, RANDALL		153
FARIAS, MEGAN		9,572
FARIAS, MEGAN		258
FARIAS, MEGAN		77
FARIAS, MEGAN		153
FRANCO-ZALESKI, JUANA		16,912
FRANCO-ZALESKI, JUANA		258
FRANCO-ZALESKI, JUANA		77
FRANCO-ZALESKI, JUANA		153
GAINEY, TONY		9,572
GAINEY, TONY		258
GAINEY, TONY		77
GAINEY, TONY		153
GREGORY, MYRON		16,912
GREGORY, MYRON		258
GREGORY, MYRON		77
GREGORY, MYRON		153
KEMP, DAVID		9,572

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
KEMP, DAVID		258
KEMP, DAVID		77
KEMP, DAVID		153
KUHN, LAURA		20,654
KUHN, LAURA		258
KUHN, LAURA		77
KUHN, LAURA		153
MARTINSON, AMANDA		9,572
MARTINSON, AMANDA		258
MARTINSON, AMANDA		77
MARTINSON, AMANDA		153
MCINTYRE, RICCI		9,572
MCINTYRE, RICCI		258
MCINTYRE, RICCI		77
MCINTYRE, RICCI		153
MILBOURNE, RYAN		20,654
MILBOURNE, RYAN		258
MILBOURNE, RYAN		77
MILBOURNE, RYAN		153
PERKINS, BRYAN		9,572
PERKINS, BRYAN		258
PERKINS, BRYAN		77
PERKINS, BRYAN		153
THOMAS, LEONARD		16,912

Jefferson County Commission
Budget Detail
Dept 424-COURTHOUSE (MAINTENANCE)
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
THOMAS, LEONARD		258
THOMAS, LEONARD		77
THOMAS, LEONARD		153
VACANT008041, POSITION		9,572
VACANT008041, POSITION		258
VACANT008041, POSITION		77
VACANT008041, POSITION		153
WISE, CHARLES		153
Total 001424.410500 - HEALTH INSURANCE		<u><u>175,117</u></u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(68,731)	(180,947)	(175,117)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST

Total 001424.410599 - HEALTH INSURANCE-CONTRA

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 424-COURTHOUSE (MAINTENANCE)
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001424.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	57,007	31,875	62,700	62,061
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
DOANE, RANDALL			4,973	
FARIAS, MEGAN			3,342	
FRANCO-ZALESKI, JUANA			3,342	
GAINEY, TONY			4,341	
GREGORY, MYRON			5,212	
KEMP, DAVID			3,359	
KUHN, LAURA			7,237	
MARTINSON, AMANDA			3,535	
MCINTYRE, RICCI			3,342	
MILBOURNE, RYAN			5,001	
PERKINS, BRYAN			4,467	
THOMAS, LEONARD			5,686	
VACANT008041, POSITION			4,395	
WISE, CHARLES			3,829	
Total 001424.410600 - RETIREMENT			<u>62,061</u>	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,973	3,131	20,000	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001424.410801 - OVERTIME				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.410802 - PART TIME / EXTRA HELP

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	137,797	61,937	124,000	124,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TELEPHONE SERVICES AND EXPENSES	REQUIRED SERVICE			124,000
Total 001424.421100 - TELEPHONE				<u>124,000</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>	
001424.421200 - PRINTING		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		0	0	0	0
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	

Total 001424.421200 - PRINTING

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421301 - ELECTRICITY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	22,489	16,741	26,000	26,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ELECTRICITY EXPENSES FOR THE COURTHOUSE	ELECTRICITY REQUIRED FUNCTION			26,000
Total 001424.421301 - ELECTRICITY				26,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421302 - FUEL OIL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,749	2,411	8,000	8,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
HEATING OIL FOR THE COURTHOUSE	HEATING MUST BE PROVIDED DURING COLD WEATHER			8,000
Total 001424.421302 - FUEL OIL				8,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421303 - WATER AND SEWER	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,170	618	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
WATER/SEWER SERVICES FOR COURTHOUSE	WATER/SEWER SERVICES REQUIRED			1,500
Total 001424.421303 - WATER AND SEWER				<u>1,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421304 - OTHER UTILITIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.421304 - OTHER UTILITIES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	940	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL EXPENSES	WILL BE USED FOR STAFF TO TRAVEL TO TRAINING			1,000
Total 001424.421400 - TRAVEL				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421500 - MAINT/REP BLDG AND GRNDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,347	0	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TO PROVIDE MAINT/REPAIRS TO COURTHOUSE	NEEDED FOR CONTINUED UPKEEP OF COURTHOUSE			5,000
Total 001424.421500 - MAINT/REP BLDG AND GRNDS				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,964	0	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINT/REP FOR COURTHOUSE EQUIPMENT	TO MAINTAIN EQUIP TO KEEP COURTHOUSE FUNCTIONING			5,000
Total 001424.421600 - MAINT/REP EQUIPMENT				<u>5,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421700 - MAINT/REP AUTO	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.421700 - MAINT/REP AUTO

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421800 - POSTAGE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	67,204	120,000	120,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COUNTYWIDE POSTAGE-LARGE VOLUME ASSESSR & CO CLK	MISSION CRITICAL			120,000
Total 001424.421800 - POSTAGE				<u>120,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.421900 - BLDG/EQUIP RENTAL

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	598	533	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ADS FOR JOB OPENINGS, RFP'S , ETC	NEEDED FOR BID ADS, JOB AD, ETC			1,000
Total 001424.422000 - ADVERTISING / LEGAL PUBS				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,499	(284)	2,500	3,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAINING FOR STAFF	PROVIDING TRAINING TO ADVANCE JOB SKILLS			3,500
Total 001424.422100 - TRAINING AND EDUCATION				3,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	755	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
DUES/SUBSCRIPTIONS	NEEDED FOR DUES FOR NATL FIRE PROTECTION ASSO. ETC			500
Total 001424.422200 - DUES AND SUBSCRIPTIONS				500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,419	0	2,000	2,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SERVICES NEEDED FOR COURTHOUSE	SERVICES PROVIDED TO MAINTAIN COURTHOUSE			2,000
Total 001424.422300 - PROFESSIONAL SERVICES				<u><u>2,000</u></u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.422900 - COURT COSTS AND DAMAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.422900 - COURT COSTS AND DAMAGES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,323	4,431	7,000	7,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CONTRACTED SERVICES TO MAINTAIN COURTHOUSE	INCLUDES PEST CONTROL, WATER TREATMENT, ETC.			7,000
Total 001424.423000 - CONTRACTED SERVICES				7,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001424.423700 - OTHER FEES AND TAXES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	

Total 001424.423700 - OTHER FEES AND TAXES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.423900 - INSURANCE PREMIUM RETIREE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.423900 - INSURANCE PREMIUM RETIREE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.424000 - REFUNDS AND REIMBURSEMENTS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.424000 - REFUNDS AND REIMBURSEMENTS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,156	5,024	6,000	6,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MATERIALS/SUPPLIES NEEDED FOR COURTHOUSE	INCLUDES OFFICE SUPPLIES, PAPER, CLEANING PRODUCTS			6,000
Total 001424.434100 - MATERIALS AND SUPPLIES				6,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.434300 - AUTO SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.434300 - AUTO SUPPLIES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.434500 - UNIFORMS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	846	152	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
UNIFORM NEEDS: SHIRTS, WORK SHOES, RAIN GEAR, COAT	NEEDED FOR MAINTENANCE PERSONNEL			1,500
Total 001424.434500 - UNIFORMS				<u>1,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.435400 - COMPUTER HARDWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001424.435600 - LICENSE AND ANNUAL FEES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001424.435600 - LICENSE AND ANNUAL FEES

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001424-COURTHOUSE (MAINTENANCE)

1198-DOANE, RANDALL	0511- 42412 MAINTENANCE - MECHANIC	
001424.410300-EMPLOYEES SALARY AND WAGES		49,721
001424.410400-FICA TAX		3,026
001424.410401-MEDICARE EXPENSE		708
001424.410500-HEALTH INSURANCE		10,060
001424.410600-RETIREMENT		4,973
Totals 1198-DOANE, RANDALL		68,488
1156-FARIAS, MEGAN	0211- 42405 CUSTODIAN	
001424.410300-EMPLOYEES SALARY AND WAGES		33,412
001424.410400-FICA TAX		2,015
001424.410401-MEDICARE EXPENSE		472
001424.410500-HEALTH INSURANCE		10,060
001424.410600-RETIREMENT		3,342
Totals 1156-FARIAS, MEGAN		49,301
1146-FRANCO-ZALESKI, JUANA	0211- 42403 CUSTODIAN	
001424.410300-EMPLOYEES SALARY AND WAGES		33,415
001424.410400-FICA TAX		1,822
001424.410401-MEDICARE EXPENSE		426
001424.410500-HEALTH INSURANCE		17,400
001424.410600-RETIREMENT		3,342
Totals 1146-FRANCO-ZALESKI, JUANA		56,405
1094-GAINEY, TONY	0415- 42409 MAINTENANCE HELPER	
001424.410300-EMPLOYEES SALARY AND WAGES		43,401
001424.410400-FICA TAX		2,634
001424.410401-MEDICARE EXPENSE		616
001424.410500-HEALTH INSURANCE		10,060
001424.410600-RETIREMENT		4,341
Totals 1094-GAINEY, TONY		61,052
1080-GREGORY, MYRON	0511- 42411 MAINTENANCE - MECHANIC	
001424.410300-EMPLOYEES SALARY AND WAGES		52,119
001424.410400-FICA TAX		2,944
001424.410401-MEDICARE EXPENSE		689
001424.410500-HEALTH INSURANCE		17,400
001424.410600-RETIREMENT		5,212
Totals 1080-GREGORY, MYRON		78,364
1147-KEMP, DAVID	0211- 42419 CUSTODIAN	
001424.410300-EMPLOYEES SALARY AND WAGES		33,585
001424.410400-FICA TAX		2,026
001424.410401-MEDICARE EXPENSE		474
001424.410500-HEALTH INSURANCE		10,060
001424.410600-RETIREMENT		3,359
Totals 1147-KEMP, DAVID		49,504
1022-KUHN, LAURA	0807- 42416 INTERIM MAINTENANCE DIRECTOR	
001424.410300-EMPLOYEES SALARY AND WAGES		72,370
001424.410400-FICA TAX		4,101
001424.410401-MEDICARE EXPENSE		960

Jefferson County Commission
Payroll Projection
FY2021-2022

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	<u>Amount</u>
001424.410500-HEALTH INSURANCE	21,142
001424.410600-RETIREMENT	7,237
Totals 1022-KUHN, LAURA	105,810
1186-MARTINSON, AMANDA 0200- 42401 OFFICE ASSISTANT-80HR	
001424.410300-EMPLOYEES SALARY AND WAGES	35,349
001424.410400-FICA TAX	2,135
001424.410401-MEDICARE EXPENSE	500
001424.410500-HEALTH INSURANCE	10,060
001424.410600-RETIREMENT	3,535
Totals 1186-MARTINSON, AMANDA	51,579
1148-MCINTYRE, RICCI 0211- 42404 CUSTODIAN	
001424.410300-EMPLOYEES SALARY AND WAGES	33,415
001424.410400-FICA TAX	2,015
001424.410401-MEDICARE EXPENSE	472
001424.410500-HEALTH INSURANCE	10,060
001424.410600-RETIREMENT	3,342
Totals 1148-MCINTYRE, RICCI	49,304
1073-MILBOURNE, RYAN 0526- 42418 MAINT - MECHANIC/SECURITY TECH	
001424.410300-EMPLOYEES SALARY AND WAGES	50,001
001424.410400-FICA TAX	2,714
001424.410401-MEDICARE EXPENSE	635
001424.410500-HEALTH INSURANCE	21,142
001424.410600-RETIREMENT	5,001
Totals 1073-MILBOURNE, RYAN	79,493
1009-PERKINS, BRYAN 0212- 42417 MAIL CLERK	
001424.410300-EMPLOYEES SALARY AND WAGES	44,663
001424.410400-FICA TAX	2,713
001424.410401-MEDICARE EXPENSE	635
001424.410500-HEALTH INSURANCE	10,060
001424.410600-RETIREMENT	4,467
Totals 1009-PERKINS, BRYAN	62,538
1108-THOMAS, LEONARD 0520- 42413 MAINTENANCE - CARPENTER	
001424.410300-EMPLOYEES SALARY AND WAGES	56,860
001424.410400-FICA TAX	3,254
001424.410401-MEDICARE EXPENSE	761
001424.410500-HEALTH INSURANCE	17,400
001424.410600-RETIREMENT	5,686
Totals 1108-THOMAS, LEONARD	83,961
8041-VACANT008041, POSITION 0506- 42415 OFFICE MANGER 80HR-EXEMPT	
001424.410300-EMPLOYEES SALARY AND WAGES	43,941
001424.410400-FICA TAX	2,668
001424.410401-MEDICARE EXPENSE	624
001424.410500-HEALTH INSURANCE	10,060
001424.410600-RETIREMENT	4,395
Totals 8041-VACANT008041, POSITION	61,688
1157-WISE, CHARLES 0415- 42410 MAINTENANCE HELPER	
001424.410300-EMPLOYEES SALARY AND WAGES	38,282
001424.410400-FICA TAX	2,374
001424.410401-MEDICARE EXPENSE	556

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

	<u>Amount</u>
001424.410500-HEALTH INSURANCE	153
001424.410600-RETIREMENT	3,829
Totals 1157-WISE, CHARLES	<u>45,194</u>
Department Total-001424-COURTHOUSE (MAINTENANCE)	<u><u>902,681</u></u>

COURTHOUSE TRAINING/EDUCATION

001424 422100

I am requesting that this line item be increased from \$2500 to \$3500.

This increase request is made in order to provide maintenance staff with additional training to advance their job skills as well as to provide continuing education for employees that currently hold certifications.

Advanced training is available to our custodial employees through our cleaning supply vendor. They offer an excellent program with certified instructors that includes basic cleaning procedures, blood borne pathogens, floor care, etc. They can customize a training program that fits the county's needs.

Jefferson County Commission
Budget Summary
Dept 425-OTHER BUILDINGS
FY2021-2022

1/28/2021

001425-OTHER BUILDINGS	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRACTUAL SERVICES						
421301 ELECTRICITY	287,556	345,000	150,065	43.50%	345,000	0.00%
421302 FUEL OIL	8,992	18,000	2,387	13.26%	18,000	0.00%
421303 WATER AND SEWER	29,608	32,000	15,094	47.17%	32,000	0.00%
421304 OTHER UTILITIES	21,934	22,500	11,670	51.87%	22,500	0.00%
421500 MAINT/REP BLDG AND GRNDS	24,262	30,000	6,432	21.44%	50,000	66.67%
421600 MAINT/REP EQUIPMENT	39,770	40,000	18,612	46.53%	40,000	0.00%
421601 MAINT/REP SECURITY SYS	9,986	15,000	3,189	21.26%	15,000	0.00%
421900 BLDG/EQUIP RENTAL	105	800	0	0.00%	800	0.00%
421905 CHARLES TOWN LIBRARY RENT	18,000	18,000	12,000	66.67%	18,000	0.00%
422300 PROFESSIONAL SERVICES	15,310	15,000	4,874	32.50%	15,000	0.00%
423000 CONTRACTED SERVICES	69,037	77,015	50,090	65.04%	80,000	3.88%
TOTAL CONTRACTUAL SERVICES	524,560	613,315	274,412	44.74%	636,300	3.75%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	63,939	90,000	36,892	40.99%	90,000	0.00%
434100 MATERIALS AND SUPPLIES 00017	19,120	30,000	32,425	108.08%	0	100.00%
TOTAL COMMODITIES	83,059	120,000	69,317	57.76%	90,000	-25.00%
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	0	0	0	0.00%	0	100.00%
TRANSFERS OUT						
TOTAL TRANSFERS OUT	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	607,620	733,315	343,729	46.87%	726,300	-0.96%

Jefferson County Commission
Budget Detail
Dept 425-OTHER BUILDINGS
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001425-OTHER BUILDINGS

001425.421301 - ELECTRICITY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	287,556	150,065	345,000	345,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
ELECTRICITY FOR COUNTY BUILDINGS	REQUIRED TO MAINTAIN FUNCTIONS OF COUNTY BLDGS	345,000
Total 001425.421301 - ELECTRICITY		345,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421302 - FUEL OIL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	8,992	2,387	18,000	18,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FUEL OIL FOR COUNTY BUILDINGS	NEEDED TO HEAT BUILDINGS IN COLD WEATHER			18,000
Total 001425.421302 - FUEL OIL				<u>18,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421303 - WATER AND SEWER	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	29,608	15,094	32,000	32,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
WATER/SEWER SERVICES FOR COUNTY BUILDINGS	NEEDED SERVICES FOR OPERATIONS OF COUNTY			32,000
Total 001425.421303 - WATER AND SEWER				32,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421304 - OTHER UTILITIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	21,934	11,670	22,500	22,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
INCLUDES COMCAST, WASTE MANAGEMENT, ETC.	NEEDED FOR TRASH PICKUP, CABLE, ALL OTHER UTLTIES			22,500
Total 001425.421304 - OTHER UTILITIES				22,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421500 - MAINT/REP BLDG AND GRNDS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	24,262	6,432	30,000	50,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TO MAINTAIN ALL COUNTY BUILDINGS/GROUND	NEEDED TO KEEP ALL BUILDINGS/GROUND FUNCTIONING			50,000
Total 001425.421500 - MAINT/REP BLDG AND GRNDS				<u>50,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	39,770	18,612	40,000	40,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE OF COUNTY EQUIPMENT	MAINT/REPAIRS TO KEEP CO EQUIP FUNCTIONING			40,000
Total 001425.421600 - MAINT/REP EQUIPMENT				40,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421601 - MAINT/REP SECURITY SYS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,986	3,189	15,000	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINT/REP SECURITY SYSTEM, CAMERAS, ACCESS, DOORS	NEEDED TO MAINTAIN THE SECURITY OF CO BLDGS			15,000
Total 001425.421601 - MAINT/REP SECURITY SYS				15,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421900 - BLDG/EQUIP RENTAL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	105	0	800	800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
NEEDED FOR RENTAL OF EQUIPMENT	OCCASIONAL NEED TO RENT EQUIP FOR			
NEEDED FOR PROJECTS	SPECIAL PROJECTS			800
Total 001425.421900 - BLDG/EQUIP RENTAL				800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.421905 - CHARLES TOWN LIBRARY RENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	18,000	12,000	18,000	18,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CT LIBRARY MEETING ROOM RENT	RENTAL FOR USE OF MEETING ROOM			18,000
Total 001425.421905 - CHARLES TOWN LIBRARY RENT				18,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	15,310	4,874	15,000	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
VARIOUS SERVICES PROVIDED BY OUTSIDE VENDORS	SERVICES NEEDED FOR BUILDINGS & GROUNDS			15,000
Total 001425.422300 - PROFESSIONAL SERVICES				15,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	69,037	50,090	77,015	80,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SERVICES INCLUDE PEST CONTROL, MAINT AGREEMENTS,	NEEDED TO KEEP BLDGS/GROUNDS WORKING PROPERLY			80,000
Total 001425.423000 - CONTRACTED SERVICES				80,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001425.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	63,939	36,892	90,000	90,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SUPPLIES FOR CLEANING, PAPER, FILTERS, ELECTRICAL,	SUPPLIES NEEDED TO MAINTAIN BUILDINGS/GROUNDS			90,000
Total 001425.434100 - MATERIALS AND SUPPLIES				90,000

NOTES:

001425.434100 - MATERIALS AND SUPPLIES 00017	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	19,120	32,425	30,000	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001425.434100 00017- MATERIALS AND SUPPLIES				<u>0</u>

NOTES:

OTHER BUILDINGSMAINTENANCE/REPAIR BUILDINGS AND GROUNDS

001425 421500

I am requesting an increase from \$30,000 to \$50,000. There are numerous building repairs that will need to be made. This includes painting and brickwork. There is major brickwork failure that needs to be addressed on the Reininger Building. This failed brickwork is located on the side adjacent to the Smoot building.

Jefferson County Commission
 Budget Summary
 Dept 428-IT DATA PROCESSING
 FY2021-2022

1/28/2021

001428-IT DATA PROCESSING	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	150,023	160,212	66,246	41.35%	160,791	0.36%
410400 FICA TAX	9,464	10,417	4,397	42.21%	10,398	-0.18%
410401 MEDICARE EXPENSE	2,213	2,436	1,028	42.21%	2,424	-0.49%
410500 HEALTH INSURANCE	35,794	37,521	13,809	36.80%	37,520	0.00%
410599 HEALTH INSURANCE-CONTRA	0	(37,521)	(11,521)	30.71%	(37,520)	0.00%
410600 RETIREMENT	14,723	15,573	6,625	42.54%	16,080	3.26%
410802 PART TIME / EXTRA HELP	7,511	12,500	7,200	57.60%	12,500	0.00%
TOTAL PERSONNEL SERVICES	219,728	201,138	87,784	43.64%	202,193	0.52%
CONTRACTUAL SERVICES						
421100 TELEPHONE	1,956	2,350	568	24.19%	2,350	0.00%
421600 MAINT/REP EQUIPMENT	0	7,500	137	1.82%	7,500	0.00%
422100 TRAINING AND EDUCATION	1,815	7,250	0	0.00%	7,000	-3.45%
422300 PROFESSIONAL SERVICES	10,008	21,525	10,575	49.13%	11,350	-47.27%
423000 CONTRACTED SERVICES	2,936	3,250	0	0.00%	3,250	0.00%
TOTAL CONTRACTUAL SERVICES	16,714	41,875	11,280	26.94%	31,450	-24.90%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	38,042	28,750	6,514	22.66%	30,000	4.35%
435300 COMPUTER SOFTWARE	35,594	39,872	146	0.37%	35,050	-12.09%
435400 COMPUTER HARDWARE	69,189	95,000	7,232	7.61%	115,450	21.53%
435500 INFORMATION TECH SUPPORT	48,323	56,250	26,058	46.33%	56,250	0.00%
435600 LICENSE AND ANNUAL FEES	92,292	103,233	49,658	48.10%	88,150	-14.61%
TOTAL COMMODITIES	283,440	323,105	89,608	27.73%	324,900	0.56%
DEPARTMENT GRAND TOTAL	519,882	566,118	188,672	33.33%	558,543	-1.34%

Jefferson County Commission
Budget Detail
Dept 428-IT DATA PROCESSING
FY2021-2022

1/28/2021

Name Justificaton Amount
001428-IT DATA PROCESSING

001428.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	150,023	66,246	160,212	160,791
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BURGESS, RUSSELL				81,040
ROSEN, ANDREW				42,000
VACANT008030, POSITION				37,751
Total 001428.410300 - EMPLOYEES SALARY AND WAGES				160,791

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001428.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,464	4,397	10,417	10,398
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FICA FOR PT/EXTRA HELP				813
BURGESS RUSSELL BURGESS, RUSSELL				4,754
ROSEN ANDREW ROSEN, ANDREW				2,547
VACANT008030 POSITION VACANT008030, POSITION				2,284
Total 001428.410400 - FICA TAX				10,398

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 428-IT DATA PROCESSING
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001428.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	2,213	1,028
		2,436
		2,424
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
MEDICARE FOR PT/EXTRA HELP		181
BURGESS RUSSELL BURGESS, RUSSELL		1,112
ROSEN ANDREW ROSEN, ANDREW		596
VACANT008030 POSITION VACANT008030, POSITION		535
Total 001428.410401 - MEDICARE EXPENSE		2,424

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001428.410500 - HEALTH INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	35,794	13,809	37,521	37,520
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
BURGESS, RUSSELL			16,912	
BURGESS, RUSSELL			258	
BURGESS, RUSSELL			77	
BURGESS, RUSSELL			153	
ROSEN, ANDREW			9,572	
ROSEN, ANDREW			258	
ROSEN, ANDREW			77	
ROSEN, ANDREW			153	
VACANT008030, POSITION			9,572	
VACANT008030, POSITION			258	
VACANT008030, POSITION			77	
VACANT008030, POSITION			153	
Total 001428.410500 - HEALTH INSURANCE			37,520	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(11,521)	(37,521)	(37,520)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001428.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	14,723	6,625	15,573	16,080
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BURGESS, RUSSELL				8,104
ROSEN, ANDREW				4,200
VACANT008030, POSITION				3,776
Total 001428.410600 - RETIREMENT				16,080

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	7,511	7,200	12,500	12,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TYLER AMICK PART TIME EMPLOYEE	HIRED IN 2019			12,500
Total 001428.410802 - PART TIME / EXTRA HELP				12,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,956	568	2,350	2,350
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CELLULAR SERVICE/ENGINEERING DEPARTMENT FIELD MIFI				2,350
Total 001428.421100 - TELEPHONE				<u>2,350</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	137	7,500	7,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE WIRELESSS TOWER INFRASTRUCTURE				7,500
Total 001428.421600 - MAINT/REP EQUIPMENT				7,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,815	0	7,250	7,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
APLUS TRAINING (SECURITY/NETWORKING)				1,250
ARCGIS ENTERPRISE ADMINISTRATION				2,250
VMWARE TRAINING VIRTUALIZATION				3,500
Total 001428.422100 - TRAINING AND EDUCATION				<u>7,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	10,008	10,575	21,525	11,350
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
GRANICUS YEARLY WEBSITE SUPPORT MAINTENANCE				11,350
Total 001428.422300 - PROFESSIONAL SERVICES				11,350

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001428.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,936	0	3,250	3,250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
QUALITY UPTIME SERVICES ECC			3,250	
MITSUBISHI BATTERY SYS				
Total 001428.423000 - CONTRACTED SERVICES			3,250	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	38,042	6,514	28,750	30,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BATTERY BACKUPS ALL COUNTY				3,250
CABLES MONITORS USB BACKUPS KEYBOARDS MICE				14,000
PRINTER TONER PRINTHEADS MAINTENANCE KITS				12,750
Total 001428.434100 - MATERIALS AND SUPPLIES				30,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001428.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	35,594	146	39,872	35,050
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
ADOBE SOFTWARE ALL COUNTY			8,750	
EMERGENCY COMMUNICATIONS CENTER SOFTWARE			3,300	
MICROSOFT/OTHERS SOFTWARE COUNTY COMMISSION OFFICE			7,500	
MYGOV ONLINE PERMITTING ENGINEERING DEPARTMENT			15,500	
Total 001428.435300 - COMPUTER SOFTWARE			<u>35,050</u>	

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 428-IT DATA PROCESSING
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001428.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	69,189	7,232	95,000	115,450
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
COUNTY CLERK CIRCUIT CLERK COMMISSION SCANNERS			3,200	
GIS REQUIRES UPGRADED UNITS FOR CAD MAPPING SUPPOR			8,200	
NETWORK MEMORY UPGRADES			4,500	
NETWORK SWITCH REPLACEMENTS			7,200	
OUTDATED PC REPLACEMENTS AND UPDATING WORKSTATIONS			16,000	
PUBLIC SAFETY REPLACEMENTS			8,800	
REPLACEMENT OF OLD NONFUNCTIONING LAPTOPS			7,500	
REPLACEMENT OF OUTDATED/NONFUNCTIONING PRINTERS			4,000	
REPLICATION/STORAGE/NETWORK BACKUP CAD BODYCAMERAS			12,500	
ROUTER REPLACEMENT SUGGESTED 4331/K9 FOR EOL			3,300	
SCANNERS FOR ENGINEERING RPMB GRANT			5,000	
TOUGHBOOK REPLACEMENTS SHERIFFS OFFICE			22,000	
VIRTUALIZATION INFRASTRUCTURE HOST REPLICATIONS			13,250	
Total 001428.435400 - COMPUTER HARDWARE			<u>115,450</u>	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.435500 - INFORMATION TECH SUPPORT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	48,323	26,058	56,250	56,250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SOFTWARE SYSTEMS SUPPORT				2,500
INFORMATION TECHNOLOGY CONSULTING CONTRACT				52,800
MICROSOFT SUPPORT INCIDENTS				950
Total 001428.435500 - INFORMATION TECH SUPPORT				<u>56,250</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 428-IT DATA PROCESSING
 FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001428.435600 - LICENSE AND ANNUAL FEES	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	92,292	49,658	103,233	88,150
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
911 CENTER REMOTE ACCESS SOFTWARE SUPPORT				3,250
911 EMC 3200 SAN SUPPORT				5,250
AS/400 GUI/POINT/CLICK ASSESSOR TAX OFFICE				875
EMC UNITY 300 SAN SUPPORT DOWNTOWN				6,750
GIS SOFTWARE ANNUAL LICENSE FEE - REQUIRED FOR GIS				14,835
GST LICENSING FOR AMBULANCE FEE SERVER SOFTWARE				2,250
IBM SUPPORT FOR OPERATING SYSTEM/HARDWARE AS 400				3,445
JUDICIAL DIALOGUE SUPPORT - PROSECUTING ATTORNEYS				7,350
LICENSING FOR AS400 **DISPUTED AMOUNT				14,225
LICENSING FOR BARRACUDA				4,250
LOGMEINPRO - WEBSITE SUPPORT				840
PRINTOSTAT HPT2530 PS SUPPORT ENGINEERING				1,250
QUALITY UPTIME 911 CENTER UPS SYSTEM				3,500
SOLARWINDS NCM SOFTWARE SUPPORT MAINTENANCE				2,500
SOLARWINDS PATCH MANAGEMENT				850
SOPHOS ADDED STANDALONOE PURE MESSAGE INTERCEPTX				7,250
STIMULUS SOFTWARE MAIL ARCHIVAL SOFTWARE SUPPORT				1,450
TESTEDLY COMMISSION TEXT MESSAGING ALERTS				280
WATCHGUARD FIREWALL NETWORK SECURITY DOWNTOWN				7,750

Jefferson County Commission
Budget Detail
Dept 428-IT DATA PROCESSING
FY2021-2022

1/28/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001428.435600 - LICENSE AND ANNUAL FEES		<u>88,150</u>

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/28/2021

Amount

001428-IT DATA PROCESSING

1130-BURGESS, RUSSELL	0803- 42802 DIRECTOR OF INFO TECH (IT)	
001428.410300-EMPLOYEES SALARY AND WAGES		81,040
001428.410400-FICA TAX		4,754
001428.410401-MEDICARE EXPENSE		1,112
001428.410500-HEALTH INSURANCE		17,400
001428.410600-RETIREMENT		8,104
Totals 1130-BURGESS, RUSSELL		112,410
3007-ROSEN, ANDREW	0510- 42807 INFO TECH (IT) SPECIALIST II	
001428.410300-EMPLOYEES SALARY AND WAGES		42,000
001428.410400-FICA TAX		2,547
001428.410401-MEDICARE EXPENSE		596
001428.410500-HEALTH INSURANCE		10,060
001428.410600-RETIREMENT		4,200
Totals 3007-ROSEN, ANDREW		59,403
8030-VACANT008030, POSITION	0403- 42890 INFO TECH (IT) SPECIALIST I-80	
001428.410300-EMPLOYEES SALARY AND WAGES		37,751
001428.410400-FICA TAX		2,284
001428.410401-MEDICARE EXPENSE		535
001428.410500-HEALTH INSURANCE		10,060
001428.410600-RETIREMENT		3,776
Totals 8030-VACANT008030, POSITION		54,406
Department Total-001428-IT DATA PROCESSING		227,213

Jefferson County Commission
 Budget Summary
 Dept 429-REGIONAL DEVELOPMENT AUTH
 FY2021-2022

1/29/2021

001429-REGIONAL DEVELOPMENT AUTH	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	19,794	19,795	19,794	100.00%	19,795	0.00%
456801 CONTRIBUTION - OZONE	0	10,179	10,179	100.00%	0	100.00%
TOTAL CONTRIBUTIONS TO OTH	<u>19,794</u>	<u>29,974</u>	<u>29,973</u>	100.00%	<u>19,795</u>	-33.96%
DEPARTMENT GRAND TOTAL	<u>19,794</u>	<u>29,974</u>	<u>29,973</u>	100.00%	<u>19,795</u>	-33.96%

Jefferson County Commission
Budget Detail
Dept 429-REGIONAL DEVELOPMENT AUTH
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001429-REGIONAL DEVELOPMENT AUTH

001429.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	19,794	19,794	19,795	19,795
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
FY22 ANNUAL ASST REGION 9 PLNG & DEV	MANDATED	19,795
Total 001429.456700 - CONTR/TRSFR OTHR GOV UNIT		19,795

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001429.456801 - CONTRIBUTION - OZONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	10,179	10,179	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001429.456801 - CONTRIBUTION - OZONE				<u>0</u>

NOTES:



January 4, 2021

Jefferson County Commission
PO Box 250
124 E. Washington Street
Charles Town, WV 25414

**DO
NOT
PAY**

Re: FY 2022 Annual Assessment – Region 9 Planning & Development Council

In preparation for your annual budget, we are notifying local governments of the fiscal year 2022 assessment required by State Code §8-25-12 (attached) for the period of July 1, 2021 through June 30, 2022. The breakdown of your assessment is reflected below. Region 9 receives \$.25 per capita of the assessment with the remaining \$.12 per capita being directed toward the Hagerstown/Eastern Panhandle Metropolitan Planning Organization (HEPMPO) Federal Transportation Program.

Your assessment below is based on 2010 U.S. Census Bureau population numbers.

THIS IS NOT A BILL. A separate invoice will be sent in July 2021.

Member	2010 Census Population	Region 9 Assessment Fee Per Capita	Region 9 Assessment
Jefferson County	53,498	\$0.25	\$13,374.50

Member	2010 Census Population	HEPMPO Assessment Fee Per Capita	HEPMPO Assessment
Jefferson County	53,498	\$0.12	\$6,419.76

Total Assessment for FY 2022

\$19,794.26

If you have any questions regarding the assessment, please feel free to contact me.

Sincerely,

Rachel C. Snavelly
Executive Director

001429-456700

Jefferson County Commission
 Budget Summary
 Dept 431-DEVELOPMENT AUTHORITY
 FY2021-2022

1/29/2021

001431-DEVELOPMENT AUTHORITY	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	193,818	256,112	143,769	56.14%	243,521	-4.92%
410400 FICA TAX	11,616	15,558	8,706	55.96%	14,658	-5.78%
410401 MEDICARE EXPENSE	2,717	3,639	2,036	55.95%	3,429	-5.77%
410500 HEALTH INSURANCE	43,482	47,691	23,110	48.46%	47,580	-0.23%
410599 HEALTH INSURANCE-CONTRA	0	(47,691)	(19,145)	40.14%	(47,580)	-0.23%
410600 RETIREMENT	18,997	25,613	14,103	55.06%	33,853	32.17%
TOTAL PERSONNEL SERVICES	270,629	300,922	172,578	57.35%	295,461	-1.81%
CONTRACTUAL SERVICES						
422300 PROFESSIONAL SERVICES	95,000	0	0	0.00%	0	100.00%
TOTAL CONTRACTUAL SERVICES	95,000	0	0	0.00%	0	100.00%
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	348	0	100	0.00%	0	100.00%
456707 IN-KIND RENT-JC DEVELPMNT AUTH	37,386	37,573	18,786	50.00%	37,761	0.50%
456708 IN-KIND RENT-FARMLAND PROT BD	14,020	14,090	7,045	50.00%	14,160	0.50%
456800 CONTRIBUTION/ TRANSFER OTHER	106,000	106,000	79,500	75.00%	106,000	0.00%
456802 CONTRIBUTION - AIRPORT AUTH	5,000	0	0	0.00%	0	100.00%
TOTAL CONTRIBUTIONS TO OTH	162,754	157,663	105,431	66.87%	157,921	0.16%
DEPARTMENT GRAND TOTAL	528,383	458,585	278,010	60.62%	453,382	-1.13%

Jefferson County Commission
Budget Detail
Dept 431-DEVELOPMENT AUTHORITY
FY2021-2022

1/29/2021

Name Justificaton Amount
001431-DEVELOPMENT AUTHORITY

001431.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	193,818	143,769	256,112	243,521
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
GOODWIN, LYN		49,177
JARVIS, DENNIS		95,000
VACANT008042, POSITION		38,501
WHEELER, ELIZABETH		60,843
Total 001431.410300 - EMPLOYEES SALARY AND WAGES		<u>243,521</u>

NOTES:

<u>Name</u>		<u>Justificaton</u>			<u>Amount</u>
001431.410400 - FICA TAX		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
		11,616	8,706	15,558	14,658
MANDATED - Required by law or statute					
MISSION CRITICAL - Elimination would result in failure to meet critical functions					
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical					
NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION			DEPT REQUEST
GOODWIN, LYN					2,992
JARVIS, DENNIS					5,834
VACANT008042, POSITION					2,116
WHEELER, ELIZABETH					3,716
Total 001431.410400 - FICA TAX					<u>14,658</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001431.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,717	2,036	3,639	3,429
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
GOODWIN, LYN			700	
JARVIS, DENNIS			1,365	
VACANT008042, POSITION			495	
WHEELER, ELIZABETH			869	
Total 001431.410401 - MEDICARE EXPENSE			<u>3,429</u>	

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 431-DEVELOPMENT AUTHORITY
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001431.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	43,482	23,110
		47,691
		47,580
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
GOODWIN, LYN		9,572
GOODWIN, LYN		258
GOODWIN, LYN		77
GOODWIN, LYN		153
JARVIS, DENNIS		9,572
JARVIS, DENNIS		258
JARVIS, DENNIS		77
JARVIS, DENNIS		153
VACANT008042, POSITION		16,912
VACANT008042, POSITION		258
VACANT008042, POSITION		77
VACANT008042, POSITION		153
WHEELER, ELIZABETH		9,572
WHEELER, ELIZABETH		258
WHEELER, ELIZABETH		77
WHEELER, ELIZABETH		153
Total 001431.410500 - HEALTH INSURANCE		47,580

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(19,145)	(47,691)	(47,580)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001431.410599 - HEALTH INSURANCE-CONTRA				

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001431.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	18,997	14,103	25,613	33,853
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
GOODWIN, LYN				4,918
JARVIS, DENNIS				9,500
JARVIS, DENNIS				9,500
VACANT008042, POSITION				3,850
WHEELER, ELIZABETH				6,085
Total 001431.410600 - RETIREMENT				33,853

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	95,000	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001431.422300 - PROFESSIONAL SERVICES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	348	100	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001431.456700 - CONTR/TRSFR OTHR GOV UNIT				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.456707 - IN-KIND RENT-JC DEVELPMNT AUTH	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	37,386	18,786	37,573	37,761
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
IN-KIND RENT FOR OFFICE SPACE/UTILITIES	MISSION CRITICAL			37,761
Total 001431.456707 - IN-KIND RENT-JC DEVELPMNT AUTH				37,761

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.456708 - IN-KIND RENT-FARMLAND PROT BD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	14,020	7,045	14,090	14,160
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
IN-KIND RENT FOR OFFICE SPACE/UTILITIES	MISSION CRITICAL			14,160
Total 001431.456708 - IN-KIND RENT-FARMLAND PROT BD				14,160

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 431-DEVELOPMENT AUTHORITY
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.456800 - CONTRIBUTION/ TRANSFER OTHER	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	106,000	79,500	106,000	106,000
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
COMPUTER SERVICES	MISSION CRITICAL			4,000
DUES & SUBSCRIPTIONS	MISSION CRITICAL			2,250
EPEF PROGRAMS	MISSION CRITICAL			1,000
HOTEL, MEALS, MILEAGE, ETC.	MISSION CRITICAL			15,000
LIABILITY INSURANCE	MISSION CRITICAL			1,500
MAINTENANCE - BURR BUSINESS PARK (MOWING, ETC.)	MISSION CRITICAL			2,500
MARKETING - ADVERTISING & SPONSORSHIPS	MISSION CRITICAL			19,800
MEETINGS WITH BUSINESS OWNERS, PROSPECTS, ETC.	MISSION CRITICAL			1,500
POSTAGE	MISSION CRITICAL			250
PRINTING COSTS - MARKETING MATERIALS, CARTRIDGES,	MISSION CRITICAL			4,000
PROFESSIONAL SERVICES - ACCOUNTING & AUDIT	MISSION CRITICAL			9,500
PROFESSIONAL SERVICES - ENGINEERING	MISSION CRITICAL			4,200
PROFESSIONAL SERVICES - LEGAL	MISSION CRITICAL			25,000
PROFESSIONAL SERVICES - STRATEGIC PLANNING	MISSION CRITICAL			3,350
SUPPLIES - OFFICE	MISSION CRITICAL			2,000
TELEPHONE SERVICES	MISSION CRITICAL			3,000
TRAINING - CONTINUING EDUCATION FOR STAFF	MISSION CRITICAL			7,150
Total 001431.456800 - CONTRIBUTION/ TRANSFER OTHER				106,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001431.456802 - CONTRIBUTION - AIRPORT AUTH	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,000	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001431.456802 - CONTRIBUTION - AIRPORT AUTH

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001431-DEVELOPMENT AUTHORITY

1145-GOODWIN, LYN	0409- 43101 PROGRAM MANAGER JCDA	
001431.410300-EMPLOYEES SALARY AND WAGES		49,177
001431.410400-FICA TAX		2,992
001431.410401-MEDICARE EXPENSE		700
001431.410500-HEALTH INSURANCE		10,060
001431.410600-RETIREMENT		4,918
Totals 1145-GOODWIN, LYN		67,847
3119-JARVIS, DENNIS	0805- 43106 DIRECTOR-DEVELOPMENT AUTHORITY	
001431.410300-EMPLOYEES SALARY AND WAGES		95,000
001431.410400-FICA TAX		5,834
001431.410401-MEDICARE EXPENSE		1,365
001431.410500-HEALTH INSURANCE		10,060
001431.410600-RETIREMENT		19,000
Totals 3119-JARVIS, DENNIS		131,259
8042-VACANT008042, POSITION	0414- 43102 ADMINISTRATIVE ASSISTANT II-80	
001431.410300-EMPLOYEES SALARY AND WAGES		38,501
001431.410400-FICA TAX		2,116
001431.410401-MEDICARE EXPENSE		495
001431.410500-HEALTH INSURANCE		17,400
001431.410600-RETIREMENT		3,850
Totals 8042-VACANT008042, POSITION		62,362
1105-WHEELER, ELIZABETH	0522- 43103 FARMLAND PROTECTION DIRECTOR	
001431.410300-EMPLOYEES SALARY AND WAGES		60,843
001431.410400-FICA TAX		3,716
001431.410401-MEDICARE EXPENSE		869
001431.410500-HEALTH INSURANCE		10,060
001431.410600-RETIREMENT		6,085
Totals 1105-WHEELER, ELIZABETH		81,573
Department Total-001431-DEVELOPMENT AUTHORITY		343,041

Jefferson County

Charles Town, West Virginia

01/12/2021 13:23
mgordon

Jefferson County, WV - Production
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 1
bgnyrpts

PROJECTION: 20221 FY2021-2022 OPERATING BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND

		2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 DEPARTMENT	COMMENT
001431	DEVELOPMENT AUTHORITY							
001431	410300 WAGES	193,817.67	256,112.00	256,112.00	131,526.94	348,243	348,243	
001431	410400 FICA	11,615.52	15,558.00	15,558.00	7,965.49			
001431	410401 MEDICARE	2,716.61	3,639.00	3,639.00	1,862.89			
001431	410500 HEALTH INS	43,481.96	47,691.00	47,691.00	21,153.02			
001431	410599 HLTH INS C	.00	-47,691.00	-47,691.00	-19,145.46			
001431	410600 RETIREMT	18,997.14	25,613.00	25,613.00	13,152.70			
001431	422300 PROF SVCS	95,000.00	.00	.00	.00			
001431	456700 TRF OTH GV	347.68	.00	.00	99.98			
001431	456707 INKD-JCDA	37,386.00	37,573.00	37,573.00	18,786.48			
001431	456708 INKD-FM PT	14,019.96	14,090.00	14,090.00	7,045.02			
001431	456800 CONT-OTH	106,000.00	106,000.00	106,000.00	79,500.00	106,000	106,000	Please see 12th Feb 2021

Jefferson County

Charles Town, West Virginia

01/12/2021 13:23 | Jefferson County, WV - Production
mgordon | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

P 3
bgnyrpts

PROJECTION: 20221 FY2021-2022 OPERATING BUDGET

FOR PERIOD 99

ACCOUNTS FOR:

GENERAL FUND

2020 ACTUAL 2021 ORIG BUD 2021 REVISED BUD 2021 ACTUAL 2021 PROJECTION 2022 DEPARTMENT COMMENT

Sequence	Field #	Total	Page Break
1	1	Y	Y
2	9	Y	Y
3	2	N	N
4	0	N	N

Report title: Jefferson County, WV - Production
01/12/2021 13:23 | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS
mgordon

P 3
bgnyrpts

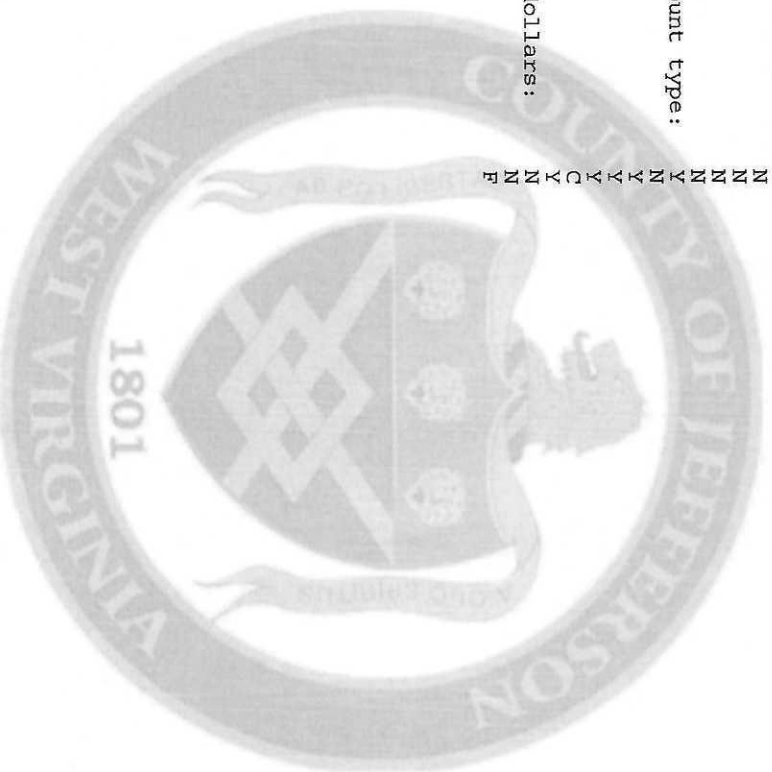
PROJECTION: 20221 FY2021-2022 OPERATING BUDGET

FOR PERIOD 99

Report type: 1
Budget level: 1
Percentage change calculation method: 1
Print first or second year of budget requests: F
Print revenue as credit: Y
Include cfwd in rev bud: N
Include cfwd in actuals: N
Print totals only: N
Include segment code: N
Include report grand totals by account type: Y
Print full GL account: N
Double space: Y
Suppress zero bdt acct: Y
Print as worksheet: Y
Print percent change or comment: C
Print text: Y
Amounts/totals exceed 999 million dollars: N
Print five budget levels: N
Report view: F

Field Name Find Criteria Field Value

Org 001431
Object
Project
Account type
Account status



FY 22

6110 Marketing/Advertising 19,800

6135 Computer Services 4,000

6170 Dues and Subscriptions 2,250

6195 Insurance 1,500

6230 Maintenance 2,500

6236 Meetings 1,500

6241 EPEF 1,000

6258 Postage 250

6260 Printing Costs 4,000

6265 Professional Services 3,350

6270 Professional Services-Accounting/Audit 9,500

6275 Professional Services Engineering 4,200

6280 Professional Services Legal 25,000

6340 Supplies/Office 2,000

6360 Telephone 3,000

6370 Training 7,150

6380 Travel Expenses 15,000

106,000

Jefferson County Commission
 Budget Summary
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

001440-ENGINEERING-PLANNING-ZONING	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	1,021,188	1,045,880	556,684	53.23%	1,047,752	0.18%
410400 FICA TAX	60,715	62,339	33,306	53.43%	62,749	0.66%
410401 MEDICARE EXPENSE	14,200	14,503	7,789	53.71%	14,682	1.23%
410500 HEALTH INSURANCE	242,290	252,352	106,928	42.37%	219,434	-13.04%
410599 HEALTH INSURANCE-CONTRA	0	(252,352)	(90,321)	35.79%	(219,434)	-13.04%
410600 RETIREMENT	102,332	104,595	55,571	53.13%	105,284	0.66%
410801 OVERTIME	2,128	5,000	0	0.00%	5,000	0.00%
TOTAL PERSONNEL SERVICES	1,442,852	1,232,317	669,956	54.37%	1,235,467	0.26%
CONTRACTUAL SERVICES						
421100 TELEPHONE	2,560	3,200	805	25.14%	3,265	2.03%
421200 PRINTING	0	500	0	0.00%	500	0.00%
421400 TRAVEL	809	3,990	0	0.00%	3,990	0.00%
421600 MAINT/REP EQUIPMENT	679	750	0	0.00%	750	0.00%
422000 ADVERTISING / LEGAL PUBS	1,584	3,700	1,299	35.12%	3,700	0.00%
422100 TRAINING AND EDUCATION	3,342	5,750	135	2.35%	5,750	0.00%
422200 DUES AND SUBSCRIPTIONS	2,071	2,890	813	28.13%	3,255	12.63%
422300 PROFESSIONAL SERVICES	4,565	0	0	0.00%	0	100.00%
423000 CONTRACTED SERVICES	2,446	5,000	1,019	20.39%	5,000	0.00%
423001 CONTRACTED SVCS-GIS DEPT	1,517	1,600	632	39.51%	1,600	0.00%
423002 CONTRACTED SVCS-PLANNING DEPT	3,953	6,300	2,112	33.53%	6,300	0.00%
423600 REFUNDING ERRONEOUS PAYMENTS	0	0	300	0.00%	0	100.00%
TOTAL CONTRACTUAL SERVICES	23,527	33,680	7,116	21.13%	34,110	1.28%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	2,583	3,100	252	8.12%	3,100	0.00%
434101 MATERIALS AND SUPP-GIS DEPT	2,508	5,625	3,216	57.17%	5,625	0.00%
434102 MATERIALS AND SUPP-PLANG DEPT	983	1,000	(10)	-1.05%	1,000	0.00%
TOTAL COMMODITIES	6,075	9,725	3,457	35.55%	9,725	0.00%
DEPARTMENT GRAND TOTAL	1,472,453	1,275,722	680,529	53.34%	1,279,302	0.28%

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

Name Justificaton Amount
001440-ENGINEERING-PLANNING-ZONING

001440.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,021,188	556,684	1,045,880	1,047,752
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
BEAULIEU, ALEXANDRA		54,452
BROCKMAN, JENNIFER		90,130
BURNS, REBECCA		71,843
CARTER, DAVID		43,148
DUNN, DUANE		44,255
FAGAN, TODD		76,368
GARZA, RONALD		45,116
GOODWIN, ROGER		113,154
GORMONT, JESSICA		49,886
GREENHOLTZ, RHONDA		39,485
HARTMAN, JENNILEE		46,558
KENT, JOSEPH		78,244
MASON, DONNA		43,845
MONAGHAN, MICHAEL		60,071
SAUNDERS, JONATHAN		83,820
SCHUTZ, WENDY		41,313
VACANT008031, POSITION		33,032
VACANT008032, POSITION		33,032

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001440.410300 - EMPLOYEES SALARY AND WAGES		<u>1,047,752</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

Name		Justification		Amount	
001440.410400 - FICA TAX		FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
		60,715	33,306	62,339	62,749
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget					
DESCRIPTION		JUSTIFICATION		DEPT REQUEST	
FICA FOR OVERTIME				325	
BEAULIEU ALEXANDRA BEAULIEU, ALEXANDRA				2,995	
BROCKMAN JENNIFER BROCKMAN, JENNIFER				5,202	
BURNS REBECCA BURNS, REBECCA				4,367	
CARTER DAVID CARTER, DAVID				2,619	
DUNN DUANE DUNN, DUANE				2,699	
FAGAN TODD FAGAN, TODD				4,678	
GARZA RONALD GARZA, RONALD				2,741	
GOODWIN ROGER GOODWIN, ROGER				6,959	
GORMONT JESSICA GORMONT, JESSICA				3,036	
GREENHOLTZ RHONDA GREENHOLTZ, RHONDA				2,177	
HARTMAN JENNILEE HARTMAN, JENNILEE				2,501	
KENT JOSEPH KENT, JOSEPH				4,795	
MASON DONNA MASON, DONNA				2,596	
MONAGHAN MICHAEL MONAGHAN, MICHAEL				3,453	
SAUNDERS JONATHAN SAUNDERS, JONATHAN				5,140	
SCHUTZ WENDY SCHUTZ, WENDY				2,484	
VACANT008031 POSITION VACANT008031, POSITION				1,991	
VACANT008032 POSITION VACANT008032, POSITION				1,991	

Jefferson County Commission
Budget Detail
Dept 440-ENGINEERING-PLANNING-ZONING
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001440.410400 - FICA TAX		<u>62,749</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001440.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	14,200	7,789
		14,503
		14,682
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
OVERTIME		73
BEAULIEU ALEXANDRA BEAULIEU, ALEXANDRA		701
BROCKMAN JENNIFER BROCKMAN, JENNIFER		1,217
BURNS REBECCA BURNS, REBECCA		1,022
CARTER DAVID CARTER, DAVID		613
DUNN DUANE DUNN, DUANE		632
FAGAN TODD FAGAN, TODD		1,095
GARZA RONALD GARZA, RONALD		641
GOODWIN ROGER GOODWIN, ROGER		1,628
GORMONT JESSICA GORMONT, JESSICA		711
GREENHOLTZ RHONDA GREENHOLTZ, RHONDA		510
HARTMAN JENNILEE HARTMAN, JENNILEE		585
KENT JOSEPH KENT, JOSEPH		1,122
MASON DONNA MASON, DONNA		608
MONAGHAN MICHAEL MONAGHAN, MICHAEL		808
SAUNDERS JONATHAN SAUNDERS, JONATHAN		1,203
SCHUTZ WENDY SCHUTZ, WENDY		581
VACANT008031 POSITION VACANT008031, POSITION		466
VACANT008032 POSITION VACANT008032, POSITION		466

Jefferson County Commission
Budget Detail
Dept 440-ENGINEERING-PLANNING-ZONING
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001440.410401 - MEDICARE EXPENSE		<u>14,682</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

<u>Name</u>		<u>Justification</u>		<u>Amount</u>
001440.410500 - HEALTH INSURANCE		FY20 ACTUAL	FY21 YTD	FY21 BUDGET
		242,290	106,928	252,352
				FY22 REQUEST
				219,434
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
BEAULIEU, ALEXANDRA				20,654
BEAULIEU, ALEXANDRA				258
BEAULIEU, ALEXANDRA				77
BEAULIEU, ALEXANDRA				153
BROCKMAN, JENNIFER				20,654
BROCKMAN, JENNIFER				258
BROCKMAN, JENNIFER				77
BROCKMAN, JENNIFER				153
BURNS, REBECCA				9,572
BURNS, REBECCA				258
BURNS, REBECCA				77
BURNS, REBECCA				153
CARTER, DAVID				9,572
CARTER, DAVID				258
CARTER, DAVID				77
CARTER, DAVID				153
DUNN, DUANE				258
DUNN, DUANE				77
DUNN, DUANE				153
FAGAN, TODD				9,572
FAGAN, TODD				258

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
FAGAN, TODD		77
FAGAN, TODD		153
GARZA, RONALD		9,572
GARZA, RONALD		258
GARZA, RONALD		77
GARZA, RONALD		153
GOODWIN, ROGER		9,572
GOODWIN, ROGER		258
GOODWIN, ROGER		77
GOODWIN, ROGER		153
GORMONT, JESSICA		9,572
GORMONT, JESSICA		258
GORMONT, JESSICA		77
GORMONT, JESSICA		153
GREENHOLTZ, RHONDA		16,912
GREENHOLTZ, RHONDA		258
GREENHOLTZ, RHONDA		77
GREENHOLTZ, RHONDA		153
HARTMAN, JENNILEE		20,654
HARTMAN, JENNILEE		258
HARTMAN, JENNILEE		77
HARTMAN, JENNILEE		153
KENT, JOSEPH		9,572
KENT, JOSEPH		258

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
KENT, JOSEPH		77
KENT, JOSEPH		153
MASON, DONNA		9,572
MASON, DONNA		258
MASON, DONNA		77
MASON, DONNA		153
MONAGHAN, MICHAEL		16,912
MONAGHAN, MICHAEL		258
MONAGHAN, MICHAEL		77
MONAGHAN, MICHAEL		153
SAUNDERS, JONATHAN		9,572
SAUNDERS, JONATHAN		258
SAUNDERS, JONATHAN		77
SAUNDERS, JONATHAN		153
SCHUTZ, WENDY		9,572
SCHUTZ, WENDY		258
SCHUTZ, WENDY		77
SCHUTZ, WENDY		153
VACANT008031, POSITION		9,572
VACANT008031, POSITION		258
VACANT008031, POSITION		77
VACANT008031, POSITION		153
VACANT008032, POSITION		9,572
VACANT008032, POSITION		258

Jefferson County Commission
Budget Detail
Dept 440-ENGINEERING-PLANNING-ZONING
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VACANT008032, POSITION		77
VACANT008032, POSITION		153
Total 001440.410500 - HEALTH INSURANCE		<u>219,434</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(90,321)	(252,352)	(219,434)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001440.410599 - HEALTH INSURANCE-CONTRA

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 440-ENGINEERING-PLANNING-ZONING
 FY2021-2022

1/29/2021

Name	Justificaton	Amount
001440.410600 - RETIREMENT	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	102,332	55,571
		104,595
		105,284
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
RETIREMENT FOR OVERTIME		500
BEAULIEU ALEXANDRA BEAULIEU, ALEXANDRA		5,446
BROCKMAN JENNIFER BROCKMAN, JENNIFER		9,013
BURNS REBECCA BURNS, REBECCA		7,185
CARTER DAVID CARTER, DAVID		4,315
DUNN DUANE DUNN, DUANE		4,426
FAGAN TODD FAGAN, TODD		7,637
GARZA RONALD GARZA, RONALD		4,512
GOODWIN ROGER GOODWIN, ROGER		11,316
GORMONT JESSICA GORMONT, JESSICA		4,989
GREENHOLTZ RHONDA GREENHOLTZ, RHONDA		3,949
HARTMAN JENNILEE HARTMAN, JENNILEE		4,656
KENT JOSEPH KENT, JOSEPH		7,825
MASON DONNA MASON, DONNA		4,385
MONAGHAN MICHAEL MONAGHAN, MICHAEL		6,008
SAUNDERS JONATHAN SAUNDERS, JONATHAN		8,382
SCHUTZ WENDY SCHUTZ, WENDY		4,132
VACANT008031 POSITION VACANT008031, POSITION		3,304
VACANT008032 POSITION VACANT008032, POSITION		3,304

Jefferson County Commission
Budget Detail
Dept 440-ENGINEERING-PLANNING-ZONING
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001440.410600 - RETIREMENT		<u>105,284</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,128	0	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OVERTIME	COVER FRONT DESK & INSPECTOR OT			5,000
Total 001440.410801 - OVERTIME				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001440.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,560	805	3,200	3,265
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TELEPHONE - BLDG INSPECTORS	CELL PHONE FEES			900
TELEPHONE - ENGINEERING	CELL PHONE FEES			900
TELEPHONE - GIS	CELL PHONE FEES			675
TELEPHONE - PLANNING & ZONING	CELL PHONE FEES			790
Total 001440.421100 - TELEPHONE				3,265

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PRINTING	INSPECTION STICKERS & PLACARDS			500
Total 001440.421200 - PRINTING				500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	809	0	3,990	3,990
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL	MANDATORY TRAINING & TESTING			3,990
Total 001440.421400 - TRAVEL				3,990

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	679	0	750	750
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE - EQUIPMENT	SERVICE CONTRACT FOR SCANNER/PLOTTER			750
Total 001440.421600 - MAINT/REP EQUIPMENT				750

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.422000 - ADVERTISING / LEGAL Pubs	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,584	1,299	3,700	3,700
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
LEGAL ADS - ENGINEERING	PROPERTY SAFETY & AD FOR BIDS			1,200
LEGAL ADS - PLANNING & ZONING	PUBLIC NOTICES			2,500
Total 001440.422000 - ADVERTISING / LEGAL Pubs				3,700

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,342	135	5,750	5,750
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAINING & EDUCATION	MANDATORY CONTINUING EDUCATION & CERTS			5,750
Total 001440.422100 - TRAINING AND EDUCATION				<u>5,750</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,071	813	2,890	3,255
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
DUES & SUBSCRIPTIONS - PLANNING & ZONING	AICP & APA CERTIFICATION			600
DUES & SUBSCRIPTIONS - WV CODE OFFICIALS ASSOC.	BLDG CODE CONTINUING EDUCATION			600
DUES & SUBSCRIPTIONS - STATE FIRE MARSHAL - INSPEC	BLDG INSPECTOR REGISTRATION WITH WV FIRE MARSHAL			500
DUES & SUBSCRIPTIONS - ICC MEMBERSHIP	WV BLDG INSPECTOR CERTIFICATIONS & TRAINING			375
DUES & SUBSCRIPTIONS - ASFPM FOR CERTIFICATION	WV MANDATORY CERTIFIED FLOODPLAIN MANAGER CERT			350
DUES & SUBSCRIPTIONS - ASCE FOR CONTINUING ED	WV PROF ENGINEER MANDATORY CONTINUING EDUCATION			350
DUES & SUBSCRIPTIONS - CFM RENEWAL	WV STATE FLOODPLAIN MANAGER CERTIFICATION			280
DUES & SUBSCRIPTIONS - GIS	WVAGP GIS CONTINUING EDUCATION			200
Total 001440.422200 - DUES AND SUBSCRIPTIONS				3,255

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,565	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001440.422300 - PROFESSIONAL SERVICES

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,446	1,019	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CONTRACTED SERVICES - ENGINEERING	COPIER MAINTENANCE & COPY COSTS			3,500
CONTRACTED SERVICES - ENGINEERING	PROPERTY SAFETY PROCESS SERVER COSTS			1,500
Total 001440.423000 - CONTRACTED SERVICES				<u>5,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.423001 - CONTRACTED SVCS-GIS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
DEPT	1,517	632	1,600	1,600
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CONTRACTED SERVICES - GIS	COPIER MAINTENANCE & COPY COSTS			1,600
Total 001440.423001 - CONTRACTED SVCS-GIS DEPT				1,600

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.423002 - CONTRACTED SVCS-PLANNING DEPT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,953	2,112	6,300	6,300
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CONTRACTED SERVICES - PLANNING & ZONING	COPIER MAINTENANCE & COPY COSTS			6,300
Total 001440.423002 - CONTRACTED SVCS-PLANNING DEPT				6,300

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.423600 - REFUNDING ERRONEOUS PAYMENTS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	300	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001440.423600 - REFUNDING ERRONEOUS PAYMENTS

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,583	252	3,100	3,100
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MATERIALS & SUPPLIES - ENGINEERING	MISSION CRITICAL OFFICE SUPPLIES			3,100
Total 001440.434100 - MATERIALS AND SUPPLIES				3,100

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.434101 - MATERIALS AND SUPP-GIS DEPT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,508	3,216	5,625	5,625
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OFFICE SUPPLIES - GIS - PLOTTER INK	PLOTTER INK			125
OFFICE SUPPLIES - GIS - PLOTTER PAPER	PLOTTER PAPER & MAPPING SUPPLIES			700
OFFICE SUPPLIES - GIS - STREET SIGN BLADES	STREET SIGN BLADES - LYLE SIGNS			4,000
OFFICE SUPPLIES - GIS - SIGN POSTS & HARDWARE	STREET SIGN POSTS & HARDWARE			800
Total 001440.434101 - MATERIALS AND SUPP-GIS DEPT				5,625

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001440.434102 - MATERIALS AND SUPP-PLANG DEPT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	983	(10)	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OFFICE SUPPLIES - PLANNING & ZONING	MISSION CRITICAL OFFICE SUPPLIES			1,000
Total 001440.434102 - MATERIALS AND SUPP-PLANG DEPT				1,000

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001440-ENGINEERING-PLANNING-ZONING

1115-BEAULIEU, ALEXANDRA 0600- 44012 ZONING ADMINISTRATOR-70

001440.410300-EMPLOYEES SALARY AND WAGES	54,452
001440.410400-FICA TAX	2,995
001440.410401-MEDICARE EXPENSE	701
001440.410500-HEALTH INSURANCE	21,142
001440.410600-RETIREMENT	5,446

Totals 1115-BEAULIEU, ALEXANDRA **84,736**

1095-BROCKMAN, JENNIFER 0700- 44013 COUNTY PLANNER

001440.410300-EMPLOYEES SALARY AND WAGES	90,130
001440.410400-FICA TAX	5,202
001440.410401-MEDICARE EXPENSE	1,217
001440.410500-HEALTH INSURANCE	21,142
001440.410600-RETIREMENT	9,013

Totals 1095-BROCKMAN, JENNIFER **126,704**

1006-BURNS, REBECCA 0505- 44017 OFFICE MANGER -70HR EXEMPT

001440.410300-EMPLOYEES SALARY AND WAGES	71,843
001440.410400-FICA TAX	4,367
001440.410401-MEDICARE EXPENSE	1,022
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	7,185

Totals 1006-BURNS, REBECCA **94,477**

1042-CARTER, DAVID 0411- 44005 ORDINANCE COMP/FLOOD PL M-70HR

001440.410300-EMPLOYEES SALARY AND WAGES	43,148
001440.410400-FICA TAX	2,619
001440.410401-MEDICARE EXPENSE	613
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	4,315

Totals 1042-CARTER, DAVID **60,755**

1201-DUNN, DUANE 0501- 44008 BUILDING PLANS REVIEWER-70HR

001440.410300-EMPLOYEES SALARY AND WAGES	44,255
001440.410400-FICA TAX	2,699
001440.410401-MEDICARE EXPENSE	632
001440.410500-HEALTH INSURANCE	488
001440.410600-RETIREMENT	4,426

Totals 1201-DUNN, DUANE **52,500**

1076-FAGAN, TODD 0710- 44016 GIS & ADDRESSING MANAGER -80HR

001440.410300-EMPLOYEES SALARY AND WAGES	76,368
001440.410400-FICA TAX	4,678
001440.410401-MEDICARE EXPENSE	1,095
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	7,637

Totals 1076-FAGAN, TODD **99,838**

1144-GARZA, RONALD 0514- 44009 BUILDING INSPECTOR-70HR

001440.410300-EMPLOYEES SALARY AND WAGES	45,116
001440.410400-FICA TAX	2,741
001440.410401-MEDICARE EXPENSE	641

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

	<u>Amount</u>
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	4,512
Totals 1144-GARZA, RONALD	63,070
1037-GOODWIN, ROGER 0902- 44018 DIRECTOR/CHIEF COUNTY ENGINEER	
001440.410300-EMPLOYEES SALARY AND WAGES	113,154
001440.410400-FICA TAX	6,959
001440.410401-MEDICARE EXPENSE	1,628
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	11,316
Totals 1037-GOODWIN, ROGER	143,117
1082-GORMONT, JESSICA 0500- 44007 GIS ANALYST-80HR	
001440.410300-EMPLOYEES SALARY AND WAGES	49,886
001440.410400-FICA TAX	3,036
001440.410401-MEDICARE EXPENSE	711
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	4,989
Totals 1082-GORMONT, JESSICA	68,682
1132-GREENHOLTZ, RHONDA 0416- 44006 ADMINISTRATIVE ASSISTANT II-70	
001440.410300-EMPLOYEES SALARY AND WAGES	39,485
001440.410400-FICA TAX	2,177
001440.410401-MEDICARE EXPENSE	510
001440.410500-HEALTH INSURANCE	17,400
001440.410600-RETIREMENT	3,949
Totals 1132-GREENHOLTZ, RHONDA	63,521
1048-HARTMAN, JENNILEE 0410- 44004 ZONING CLERK-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	46,558
001440.410400-FICA TAX	2,501
001440.410401-MEDICARE EXPENSE	585
001440.410500-HEALTH INSURANCE	21,142
001440.410600-RETIREMENT	4,656
Totals 1048-HARTMAN, JENNILEE	75,442
1109-KENT, JOSEPH 0716- 44020 LAND DEVELOPMENT INSPECTR-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	78,244
001440.410400-FICA TAX	4,795
001440.410401-MEDICARE EXPENSE	1,122
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	7,825
Totals 1109-KENT, JOSEPH	102,046
1053-MASON, DONNA 0523- 44011 IMP FEE PROGRAM SPECIALST-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	43,845
001440.410400-FICA TAX	2,596
001440.410401-MEDICARE EXPENSE	608
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	4,385
Totals 1053-MASON, DONNA	61,494
1047-MONAGHAN, MICHAEL 0515- 44010 LEAD BUILDING INSPECTOR-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	60,071
001440.410400-FICA TAX	3,453
001440.410401-MEDICARE EXPENSE	808

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

	<u>Amount</u>
001440.410500-HEALTH INSURANCE	17,400
001440.410600-RETIREMENT	6,008
Totals 1047-MONAGHAN, MICHAEL	87,740
1088-SAUNDERS, JONATHAN 0715- 44019 COUNTY ENGINEER-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	83,820
001440.410400-FICA TAX	5,140
001440.410401-MEDICARE EXPENSE	1,203
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	8,382
Totals 1088-SAUNDERS, JONATHAN	108,605
1102-SCHUTZ, WENDY 0405- 44001 PERMIT TECHNICIAN -70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	41,313
001440.410400-FICA TAX	2,484
001440.410401-MEDICARE EXPENSE	581
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	4,132
Totals 1102-SCHUTZ, WENDY	58,570
8031-VACANT008031, POSITION 0406- 44002 PLANNING CLERK-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	33,032
001440.410400-FICA TAX	1,991
001440.410401-MEDICARE EXPENSE	466
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	3,304
Totals 8031-VACANT008031, POSITION	48,853
8032-VACANT008032, POSITION 0407- 44003 OFFICE CLERK-70HR	
001440.410300-EMPLOYEES SALARY AND WAGES	33,032
001440.410400-FICA TAX	1,991
001440.410401-MEDICARE EXPENSE	466
001440.410500-HEALTH INSURANCE	10,060
001440.410600-RETIREMENT	3,304
Totals 8032-VACANT008032, POSITION	48,853
Department Total-001440-ENGINEERING-PLANNING-ZONING	1,449,901

Jefferson County Commission
 Budget Summary
 Dept 700-SHERIFF LAW ENFORCEMENT
 FY2021-2022

1/29/2021

001700-SHERIFF LAW ENFORCEMENT	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	2,143,373	2,355,725	1,214,999	51.58%	2,521,708	7.05%
410300 EMPLOYEES SALARY AND WAGES GRANT	0	95,000	0	0.00%	0	100.00%
410301 INCREMENTAL PAY	17,040	19,380	9,360	48.30%	20,940	8.05%
410303 EMPLOYEES SAL & WGS-BAILFF FT	0	224,167	111,674	49.82%	154,971	-30.87%
410400 FICA TAX	174,162	194,062	94,748	48.82%	193,840	-0.11%
410401 MEDICARE EXPENSE	40,732	45,369	22,159	48.84%	44,759	-1.34%
410500 HEALTH INSURANCE	515,092	565,673	275,194	48.65%	586,245	3.64%
410599 HEALTH INSURANCE-CONTRA	0	(565,673)	(227,993)	40.30%	(586,245)	3.64%
410600 RETIREMENT	305,177	307,053	169,286	55.13%	303,599	-1.12%
410801 OVERTIME	292,426	220,000	126,671	57.58%	250,000	13.64%
410802 PART TIME / EXTRA HELP	125	2,500	0	0.00%	15,000	500.00%
410803 CIRCUIT COURT BAILIFF PAY	461,238	210,723	126,513	60.04%	250,000	18.64%
410804 TRIP GUARD PAY	9,218	25,000	5,373	21.49%	25,000	0.00%
TOTAL PERSONNEL SERVICES	3,958,582	3,698,979	1,927,984	52.12%	3,779,817	2.19%
CONTRACTUAL SERVICES						
421100 TELEPHONE	25,229	30,000	9,272	30.91%	32,000	6.67%
421200 PRINTING	536	750	363	48.40%	750	0.00%
421400 TRAVEL	2,506	7,000	600	8.57%	7,000	0.00%
421400 TRAVEL G1951	1,655	0	0	0.00%	0	100.00%
421600 MAINT/REP EQUIPMENT	0	2,000	295	14.74%	2,000	0.00%
421800 POSTAGE	1,984	2,000	1,463	73.17%	3,000	50.00%
422000 ADVERTISING / LEGAL PUBS	220	1,500	130	8.68%	1,500	0.00%
422100 TRAINING AND EDUCATION	10,604	18,000	3,045	16.92%	18,000	0.00%
422200 DUES AND SUBSCRIPTIONS	2,290	4,000	300	7.50%	4,000	0.00%
422300 PROFESSIONAL SERVICES	4,839	5,000	1,786	35.71%	5,000	0.00%
422900 COURT COSTS AND DAMAGES	0	5,000	5,000	100.00%	0	100.00%
423000 CONTRACTED SERVICES	16,397	31,000	17,913	57.79%	40,000	29.03%
TOTAL CONTRACTUAL SERVICES	66,260	106,250	40,167	37.80%	113,250	6.59%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	66,013	125,579	46,508	37.03%	190,000	51.30%
434100 MATERIALS AND SUPPLIES G1949	6,820	0	0	0.00%	0	100.00%
434100 MATERIALS AND SUPPLIES GRANT	0	57,747	15,567	26.96%	75,000	29.88%
434300 AUTO SUPPLIES	21,489	25,000	5,849	23.40%	25,000	0.00%
434500 UNIFORMS	14,454	12,000	12,000	100.00%	15,000	25.00%
TOTAL COMMODITIES	108,776	220,326	79,924	36.28%	305,000	38.43%
CAPITAL OUTLAY						
445900 CAPITAL OUTLAY-EQUIPMENT	22,080	0	0	0.00%	0	100.00%
445900 CAPITAL OUTLAY-EQUIPMENT GRANT	37,440	0	0	0.00%	0	100.00%
446000 CAPITAL OUTLAY-CONSTRUCTN G2020	12,736	0	0	0.00%	0	100.00%
TOTAL CAPITAL OUTLAY	72,256	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	4,205,875	4,025,555	2,048,075	50.88%	4,198,067	4.29%

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Name Justificaton Amount
001700-SHERIFF LAW ENFORCEMENT

001700.410300 - EMPLOYEES SALARY AND WAGES	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	2,143,373	1,214,999	2,355,725	2,521,708
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
3 NEW EMPLOYEES		143,499
TO COVER UPCOMING PROMOTIONS AND DESIGNATIONS		15,000
ARMEL MATTHEW ARMEL, MATTHEW		65,501
BOOBER DAVID BOOBER, DAVID		51,715
BOYCE KEVIN BOYCE, KEVIN		73,001
BROWN EMMA BROWN, EMMA		32,001
CHANDLER KRAIG CHANDLER, KRAIG		48,404
COLBERT DAVID COLBERT, DAVID		82,200
CONWAY BRANDON CONWAY, BRANDON		72,287
COX DARRELL COX, DARRELL		48,404
DEMORY SCOTT DEMORY, SCOTT		65,495
ELLIS CHARLES ELLIS, CHARLES		48,404
FLETCHER RONALD FLETCHER, RONALD		75,439
FLETCHER DOUGLAS FLETCHER, DOUGLAS		65,501
FORMAN JOSEPH FORMAN, JOSEPH		65,553
GRANTHAM JOSEPH GRANTHAM, JOSEPH		51,520
HARPER MATTHEW HARPER, MATTHEW		48,404
HESS CHARLES HESS, CHARLES		60,316
HOCKMAN ALBERT HOCKMAN, ALBERT		65,495
HOCKMAN CHRISTIAN HOCKMAN, CHRISTIAN		49,871

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
HOLZ HOLZ, STEVEN	STEVEN		73,001
HUTCHINS HUTCHINS, MICAH	MICAH		47,833
JENKINS JENKINS, RYAN	RYAN		47,833
KILMER KILMER, GLEN	GLEN		63,152
LOWE LOWE, DEBORAH	DEBORAH		55,748
LUPIS LUPIS, VICTOR	VICTOR		89,350
MAHONY MAHONY, ROBIN	ROBIN		48,404
MALONEY MALONEY, ELIZABETH	ELIZABETH		56,178
MOBLEY MOBLEY, TAMMY	TAMMY		42,867
MOFFETT MOFFETT, JOSEPH	JOSEPH		49,871
OSHEA OSHEA, CONOR	CONOR		50,889
PALMER PALMER, TERRY	TERRY		41,993
REZMER REZMER, CYNTHIA	CYNTHIA		31,560
SELL SELL, ROBERT	ROBERT		75,439
STELY STELY, TRAVIS	TRAVIS		49,871
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		48,404
TABLER TABLER, DUSTIN	DUSTIN		72,122
THOMAS THOMAS, ALLAN	ALLAN		65,495
TIONG TIONG, VINCENT	VINCENT		68,800
VANGILDER VANGILDER, CHARLES	CHARLES		44,183
WEAVER WEAVER, JOSHUA	JOSHUA		47,833
WILHELM WILHELM, WILLIAM	WILLIAM		49,871
WILLIAMS WILLIAMS, BENJAMIN	BENJAMIN		73,001

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001700.410300 - EMPLOYEES SALARY AND WAGES		<u>2,521,708</u>

NOTES:

001700.410300 - EMPLOYEES SALARY AND WAGES GRANT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	95,000	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001700.410300 GRANT- EMPLOYEES SALARY AND WAGES				<u>0</u>

NOTES:

- 2 officers are funded by the Bolivar Contract
- 2 officers are funded by the GHSP Grant
- 1 officer is funded by the DOJ/BOE/JCC

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410301 - INCREMENTAL-LONGEVITY PAY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	17,040	9,360	19,380	20,940
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MANDATED				20,940
Total 001700.410301 - INCREMENTAL-LONGEVITY PAY				20,940

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410303 - EMPLOYEES SAL & WGS-BAILFF FT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	111,674	224,167	154,971
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PETERSEN, ROBERT				27,300
PITTINGER, DOUGLAS				27,651
POTTER, WILLIAM				32,902
RENNER, MARK				39,695
WIMER, DARYLL				27,423
Total 001700.410303 - EMPLOYEES SAL & WGS-BAILFF FT				<u>154,971</u>

NOTES:

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<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001700.410400 - FICA TAX		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		174,162	94,748	194,062
				<u>FY22 REQUEST</u>
				193,840
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA FOR LONGEVITY PAY				1,361
FICA FOR OVERTIME				16,250
FICA FOR PT /EXTRA HELP				975
FICA FOR TRIP GUARDS				1,625
FICA FOR PT BAILIFFS		MISSION CRITICAL		16,250
FICA FOR 3 NEW DEPUTIES		NEW INITIATIVE		9,327
ARMEL	MATTHEW			4,005
ARMEL, MATTHEW				
BOOBER	DAVID			2,820
BOOBER, DAVID				
BOYCE	KEVIN			4,470
BOYCE, KEVIN				
BROWN	EMMA			1,882
BROWN, EMMA				
CHANDLER	KRAIG			3,002
CHANDLER, KRAIG				
COLBERT	DAVID			5,040
COLBERT, DAVID				
CONWAY	BRANDON			4,211
CONWAY, BRANDON				
COX	DARRELL			2,945
COX, DARRELL				
DEMORY	SCOTT			4,061
DEMORY, SCOTT				
ELLIS	CHARLES			2,945
ELLIS, CHARLES				
FLETCHER	RONALD			4,621
FLETCHER, RONALD				
FLETCHER	DOUGLAS			3,675
FLETCHER, DOUGLAS				
FORMAN	JOSEPH			3,979
FORMAN, JOSEPH				
GRANTHAM	JOSEPH			3,138
GRANTHAM, JOSEPH				
HARPER	MATTHEW			2,945
HARPER, MATTHEW				

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
HESS HESS, CHARLES	CHARLES		3,740
HOCKMAN HOCKMAN, ALBERT	ALBERT		3,675
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		3,035
HOLZ HOLZ, STEVEN	STEVEN		4,470
HUTCHINS HUTCHINS, MICAH	MICAH		2,695
JENKINS JENKINS, RYAN	RYAN		2,966
KILMER KILMER, GLEN	GLEN		3,508
LOWE LOWE, DEBORAH	DEBORAH		3,071
LUPIS LUPIS, VICTOR	VICTOR		5,154
MAHONY MAHONY, ROBIN	ROBIN		2,956
MALONEY MALONEY, ELIZABETH	ELIZABETH		3,393
MOBLEY MOBLEY, TAMMY	TAMMY		2,335
MOFFETT MOFFETT, JOSEPH	JOSEPH		3,092
OSHEA OSHEA, CONOR	CONOR		3,100
PALMER PALMER, TERRY	TERRY		2,280
PETERSEN PETERSEN, ROBERT	ROBERT		1,670
PITTINGER PITTINGER, DOUGLAS	DOUGLAS		1,715
POTTER POTTER, WILLIAM	WILLIAM		2,040
RENNER RENNER, MARK	MARK		2,405
REZMER REZMER, CYNTHIA	CYNTHIA		1,686
SELL SELL, ROBERT	ROBERT		4,390
STELY STELY, TRAVIS	TRAVIS		2,706
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		2,751
TABLER TABLER, DUSTIN	DUSTIN		4,086

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
THOMAS THOMAS, ALLAN	ALLAN		3,646
TIONG TIONG, VINCENT	VINCENT		3,880
VANGILDER VANGILDER, CHARLES	CHARLES		2,683
WEAVER WEAVER, JOSHUA	JOSHUA		2,580
WILHELM WILHELM, WILLIAM	WILLIAM		2,821
WILLIAMS WILLIAMS, BENJAMIN	BENJAMIN		4,140
WIMER WIMER, DARYLL	DARYLL		1,644
Total 001700.410400 - FICA TAX			<u>193,840</u>

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001700.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	40,732	22,159
		45,369
		44,759
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
MEDICARE FOR TRIP GUARD		263
MEDICARE FOR LONGEVITY PAY		304
MEDICARE FOR OVERTIME		3,625
MEDICARE FOR PT/EXTRA HELP		218
MEDICARE FOR PT BAILIFFS	MISSION CRITICAL	3,625
MEDICARE FOR 3 NEW DEPUTIES	NEW INITIATIVE	2,081
ARMEL MATTHEW ARMEL, MATTHEW		937
BOOBER DAVID BOOBER, DAVID		660
BOYCE KEVIN BOYCE, KEVIN		1,046
BROWN EMMA BROWN, EMMA		440
CHANDLER KRAIG CHANDLER, KRAIG		702
COLBERT DAVID COLBERT, DAVID		1,179
CONWAY BRANDON CONWAY, BRANDON		985
COX DARRELL COX, DARRELL		689
DEMORY SCOTT DEMORY, SCOTT		950
ELLIS CHARLES ELLIS, CHARLES		689
FLETCHER RONALD FLETCHER, RONALD		1,081
FLETCHER DOUGLAS FLETCHER, DOUGLAS		860
FORMAN JOSEPH FORMAN, JOSEPH		931
GRANTHAM JOSEPH GRANTHAM, JOSEPH		734
HARPER MATTHEW HARPER, MATTHEW		689

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
HESS HESS, CHARLES	CHARLES		875
HOCKMAN HOCKMAN, ALBERT	ALBERT		860
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		710
HOLZ HOLZ, STEVEN	STEVEN		1,046
HUTCHINS HUTCHINS, MICAH	MICAH		631
JENKINS JENKINS, RYAN	RYAN		694
KILMER KILMER, GLEN	GLEN		821
LOWE LOWE, DEBORAH	DEBORAH		718
LUPIS LUPIS, VICTOR	VICTOR		1,206
MAHONY MAHONY, ROBIN	ROBIN		692
MALONEY MALONEY, ELIZABETH	ELIZABETH		794
MOBLEY MOBLEY, TAMMY	TAMMY		546
MOFFETT MOFFETT, JOSEPH	JOSEPH		724
OSHEA OSHEA, CONOR	CONOR		725
PALMER PALMER, TERRY	TERRY		534
PETERSEN PETERSEN, ROBERT	ROBERT		391
PITTINGER PITTINGER, DOUGLAS	DOUGLAS		401
POTTER POTTER, WILLIAM	WILLIAM		478
RENNER RENNER, MARK	MARK		563
REZMER REZMER, CYNTHIA	CYNTHIA		395
SELL SELL, ROBERT	ROBERT		1,027
STELY STELY, TRAVIS	TRAVIS		633
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		644
TABLER TABLER, DUSTIN	DUSTIN		956

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
THOMAS THOMAS, ALLAN	ALLAN		853
TIONG TIONG, VINCENT	VINCENT		908
VANGILDER VANGILDER, CHARLES	CHARLES		628
WEAVER WEAVER, JOSHUA	JOSHUA		604
WILHELM WILHELM, WILLIAM	WILLIAM		660
WILLIAMS WILLIAMS, BENJAMIN	BENJAMIN		969
WIMER WIMER, DARYLL	DARYLL		385
Total 001700.410401 - MEDICARE EXPENSE			<u>44,759</u>

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
001700.410500 - HEALTH INSURANCE		FY20 ACTUAL	FY21 YTD
		515,092	275,194
		FY21 BUDGET	FY22 REQUEST
		565,673	586,245
MANDATED - Required by law or statute			
MISSION CRITICAL - Elimination would result in failure to meet critical functions			
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical			
NEW INITIATIVE - Spending not included in the prior year budget			
DESCRIPTION		JUSTIFICATION	DEPT REQUEST
HEALTH INS FOR 3 NEW DEPUTIES		NEW INITIATIVE	30,180
ARMEL	MATTHEW		
ARMEL, MATTHEW			9,572
ARMEL	MATTHEW		
ARMEL, MATTHEW			258
ARMEL	MATTHEW		
ARMEL, MATTHEW			77
ARMEL	MATTHEW		
ARMEL, MATTHEW			153
BOOBER	DAVID		
BOOBER, DAVID			20,654
BOOBER	DAVID		
BOOBER, DAVID			258
BOOBER	DAVID		
BOOBER, DAVID			77
BOOBER	DAVID		
BOOBER, DAVID			153
BOYCE	KEVIN		
BOYCE, KEVIN			9,572
BOYCE	KEVIN		
BOYCE, KEVIN			258
BOYCE	KEVIN		
BOYCE, KEVIN			77
BOYCE	KEVIN		
BOYCE, KEVIN			153
BROWN	EMMA		
BROWN, EMMA			258
BROWN	EMMA		
BROWN, EMMA			77
BROWN	EMMA		
BROWN, EMMA			153
CHANDLER	KRAIG		
CHANDLER, KRAIG			153
COLBERT	DAVID		
COLBERT, DAVID			9,572
COLBERT	DAVID		
COLBERT, DAVID			258
COLBERT	DAVID		
COLBERT, DAVID			77
COLBERT	DAVID		
COLBERT, DAVID			153

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
CONWAY	BRANDON		
CONWAY, BRANDON			16,912
CONWAY	BRANDON		
CONWAY, BRANDON			258
CONWAY	BRANDON		
CONWAY, BRANDON			77
CONWAY	BRANDON		
CONWAY, BRANDON			153
COX	DARRELL		
COX, DARRELL			9,572
COX	DARRELL		
COX, DARRELL			258
COX	DARRELL		
COX, DARRELL			77
COX	DARRELL		
COX, DARRELL			153
DEMORY	SCOTT		
DEMORY, SCOTT			153
ELLIS	CHARLES		
ELLIS, CHARLES			9,572
ELLIS	CHARLES		
ELLIS, CHARLES			258
ELLIS	CHARLES		
ELLIS, CHARLES			77
ELLIS	CHARLES		
ELLIS, CHARLES			153
FLETCHER	RONALD		
FLETCHER, RONALD			9,572
FLETCHER	RONALD		
FLETCHER, RONALD			258
FLETCHER	RONALD		
FLETCHER, RONALD			77
FLETCHER	RONALD		
FLETCHER, RONALD			153
FLETCHER	DOUGLAS		
FLETCHER, DOUGLAS			20,654
FLETCHER	DOUGLAS		
FLETCHER, DOUGLAS			258
FLETCHER	DOUGLAS		
FLETCHER, DOUGLAS			77
FLETCHER	DOUGLAS		
FLETCHER, DOUGLAS			153
FORMAN	JOSEPH		
FORMAN, JOSEPH			9,572
FORMAN	JOSEPH		
FORMAN, JOSEPH			258
FORMAN	JOSEPH		
FORMAN, JOSEPH			77

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
FORMAN FORMAN, JOSEPH	JOSEPH		153
GRANTHAM GRANTHAM, JOSEPH	JOSEPH		9,572
GRANTHAM GRANTHAM, JOSEPH	JOSEPH		258
GRANTHAM GRANTHAM, JOSEPH	JOSEPH		77
GRANTHAM GRANTHAM, JOSEPH	JOSEPH		153
HARPER HARPER, MATTHEW	MATTHEW		9,572
HARPER HARPER, MATTHEW	MATTHEW		258
HARPER HARPER, MATTHEW	MATTHEW		77
HARPER HARPER, MATTHEW	MATTHEW		153
HESS HESS, CHARLES	CHARLES		153
HOCKMAN HOCKMAN, ALBERT	ALBERT		20,654
HOCKMAN HOCKMAN, ALBERT	ALBERT		258
HOCKMAN HOCKMAN, ALBERT	ALBERT		77
HOCKMAN HOCKMAN, ALBERT	ALBERT		153
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		9,572
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		258
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		77
HOCKMAN HOCKMAN, CHRISTIAN	CHRISTIAN		153
HOLZ HOLZ, STEVEN	STEVEN		9,572
HOLZ HOLZ, STEVEN	STEVEN		258
HOLZ HOLZ, STEVEN	STEVEN		77
HOLZ HOLZ, STEVEN	STEVEN		153
HUTCHINS HUTCHINS, MICAH	MICAH		16,912
HUTCHINS HUTCHINS, MICAH	MICAH		258

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
HUTCHINS HUTCHINS, MICAH	MICAH		77
HUTCHINS HUTCHINS, MICAH	MICAH		153
JENKINS JENKINS, RYAN	RYAN		153
KILMER KILMER, GLEN	GLEN		20,654
KILMER KILMER, GLEN	GLEN		258
KILMER KILMER, GLEN	GLEN		77
KILMER KILMER, GLEN	GLEN		153
LOWE LOWE, DEBORAH	DEBORAH		20,654
LOWE LOWE, DEBORAH	DEBORAH		258
LOWE LOWE, DEBORAH	DEBORAH		77
LOWE LOWE, DEBORAH	DEBORAH		153
LUPIS LUPIS, VICTOR	VICTOR		20,654
LUPIS LUPIS, VICTOR	VICTOR		258
LUPIS LUPIS, VICTOR	VICTOR		77
LUPIS LUPIS, VICTOR	VICTOR		153
MAHONY MAHONY, ROBIN	ROBIN		258
MAHONY MAHONY, ROBIN	ROBIN		77
MAHONY MAHONY, ROBIN	ROBIN		153
MALONEY MALONEY, ELIZABETH	ELIZABETH		9,572
MALONEY MALONEY, ELIZABETH	ELIZABETH		258
MALONEY MALONEY, ELIZABETH	ELIZABETH		77
MALONEY MALONEY, ELIZABETH	ELIZABETH		153
MOBLEY MOBLEY, TAMMY	TAMMY		16,912
MOBLEY MOBLEY, TAMMY	TAMMY		258

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
MOBLEY MOBLEY, TAMMY	TAMMY		77
MOBLEY MOBLEY, TAMMY	TAMMY		153
MOFFETT MOFFETT, JOSEPH	JOSEPH		153
OSHEA OSHEA, CONOR	CONOR		9,572
OSHEA OSHEA, CONOR	CONOR		77
OSHEA OSHEA, CONOR	CONOR		153
PALMER PALMER, TERRY	TERRY		16,912
PALMER PALMER, TERRY	TERRY		258
PALMER PALMER, TERRY	TERRY		77
PALMER PALMER, TERRY	TERRY		153
PETERSEN PETERSEN, ROBERT	ROBERT		258
PETERSEN PETERSEN, ROBERT	ROBERT		77
PETERSEN PETERSEN, ROBERT	ROBERT		153
PITTINGER PITTINGER, DOUGLAS	DOUGLAS		77
POTTER POTTER, WILLIAM	WILLIAM		153
RENNER RENNER, MARK	MARK		9,572
RENNER RENNER, MARK	MARK		258
RENNER RENNER, MARK	MARK		77
RENNER RENNER, MARK	MARK		153
REZMER REZMER, CYNTHIA	CYNTHIA		16,912
REZMER REZMER, CYNTHIA	CYNTHIA		258
REZMER REZMER, CYNTHIA	CYNTHIA		77
REZMER REZMER, CYNTHIA	CYNTHIA		153
SELL SELL, ROBERT	ROBERT		16,912

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
SELL SELL, ROBERT	ROBERT		258
SELL SELL, ROBERT	ROBERT		77
SELL SELL, ROBERT	ROBERT		153
STELY STELY, TRAVIS	TRAVIS		20,654
STELY STELY, TRAVIS	TRAVIS		258
STELY STELY, TRAVIS	TRAVIS		77
STELY STELY, TRAVIS	TRAVIS		153
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		16,912
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		258
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		77
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		153
TABLER TABLER, DUSTIN	DUSTIN		20,654
TABLER TABLER, DUSTIN	DUSTIN		258
TABLER TABLER, DUSTIN	DUSTIN		77
TABLER TABLER, DUSTIN	DUSTIN		153
THOMAS THOMAS, ALLAN	ALLAN		20,654
THOMAS THOMAS, ALLAN	ALLAN		258
THOMAS THOMAS, ALLAN	ALLAN		77
THOMAS THOMAS, ALLAN	ALLAN		153
TIONG TIONG, VINCENT	VINCENT		20,654
TIONG TIONG, VINCENT	VINCENT		258
TIONG TIONG, VINCENT	VINCENT		77
TIONG TIONG, VINCENT	VINCENT		153
VANGILDER VANGILDER, CHARLES	CHARLES		9,572

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VANGILDER CHARLES VANGILDER, CHARLES		258
VANGILDER CHARLES VANGILDER, CHARLES		77
VANGILDER CHARLES VANGILDER, CHARLES		153
WEAVER JOSHUA WEAVER, JOSHUA		20,654
WEAVER JOSHUA WEAVER, JOSHUA		258
WEAVER JOSHUA WEAVER, JOSHUA		77
WEAVER JOSHUA WEAVER, JOSHUA		153
WILHELM WILLIAM WILHELM, WILLIAM		16,912
WILHELM WILLIAM WILHELM, WILLIAM		258
WILHELM WILLIAM WILHELM, WILLIAM		77
WILHELM WILLIAM WILHELM, WILLIAM		153
WILLIAMS BENJAMIN WILLIAMS, BENJAMIN		20,654
WILLIAMS BENJAMIN WILLIAMS, BENJAMIN		258
WILLIAMS BENJAMIN WILLIAMS, BENJAMIN		77
WILLIAMS BENJAMIN WILLIAMS, BENJAMIN		153
WIMER DARYLL WIMER, DARYLL		9,572
WIMER DARYLL WIMER, DARYLL		258
WIMER DARYLL WIMER, DARYLL		77
WIMER DARYLL WIMER, DARYLL		153
Total 001700.410500 - HEALTH INSURANCE		<u>586,245</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(227,993)	(565,673)	(586,245)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001700.410599 - HEALTH INSURANCE-CONTRA

NOTES:

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Name		Justification		Amount
001700.410600 - RETIREMENT		FY20 ACTUAL	FY21 YTD	FY21 BUDGET
		305,177	169,286	307,053
				FY22 REQUEST
				303,599
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
RETIREMENT FOR 3 NEW DEPUTIES		NEW INITIATIVE		17,220
ARMEL	MATTHEW			
ARMEL, MATTHEW				7,861
BOYCE	KEVIN			
BOYCE, KEVIN				8,761
BROWN	EMMA			
BROWN, EMMA				3,200
CHANDLER	KRAIG			
CHANDLER, KRAIG				5,809
COLBERT	DAVID			
COLBERT, DAVID				9,864
CONWAY	BRANDON			
CONWAY, BRANDON				8,675
COX	DARRELL			
COX, DARRELL				5,809
DEMORY	SCOTT			
DEMORY, SCOTT				7,860
ELLIS	CHARLES			
ELLIS, CHARLES				5,809
FLETCHER	RONALD			
FLETCHER, RONALD				9,053
FLETCHER	DOUGLAS			
FLETCHER, DOUGLAS				7,861
FORMAN	JOSEPH			
FORMAN, JOSEPH				7,867
GRANTHAM	JOSEPH			
GRANTHAM, JOSEPH				6,183
HARPER	MATTHEW			
HARPER, MATTHEW				5,809
HESS	CHARLES			
HESS, CHARLES				7,238
HOCKMAN	ALBERT			
HOCKMAN, ALBERT				7,860
HOCKMAN	CHRISTIAN			
HOCKMAN, CHRISTIAN				5,985
HOLZ	STEVEN			
HOLZ, STEVEN				8,761
HUTCHINS	MICAH			
HUTCHINS, MICAH				5,740
JENKINS	RYAN			
JENKINS, RYAN				5,740

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<u>Name</u>		<u>Justificaton</u>	<u>Amount</u>
KILMER KILMER, GLEN	GLEN		7,579
LOWE LOWE, DEBORAH	DEBORAH		5,575
LUPIS LUPIS, VICTOR	VICTOR		10,722
MAHONY MAHONY, ROBIN	ROBIN		5,809
MALONEY MALONEY, ELIZABETH	ELIZABETH		5,618
MOBLEY MOBLEY, TAMMY	TAMMY		4,287
MOFFETT MOFFETT, JOSEPH	JOSEPH		5,985
OSHEA OSHEA, CONOR	CONOR		6,107
PALMER PALMER, TERRY	TERRY		4,200
PETERSEN PETERSEN, ROBERT	ROBERT		2,730
PITTINGER PITTINGER, DOUGLAS	DOUGLAS		2,766
POTTER POTTER, WILLIAM	WILLIAM		3,291
RENNER RENNER, MARK	MARK		3,970
REZMER REZMER, CYNTHIA	CYNTHIA		3,156
SELL SELL, ROBERT	ROBERT		9,053
STELY STELY, TRAVIS	TRAVIS		5,985
STIPANOVIC STIPANOVIC, KELSEY	KELSEY		5,809
TABLER TABLER, DUSTIN	DUSTIN		8,655
THOMAS THOMAS, ALLAN	ALLAN		6,550
TIONG TIONG, VINCENT	VINCENT		8,256
VANGILDER VANGILDER, CHARLES	CHARLES		5,302
WEAVER WEAVER, JOSHUA	JOSHUA		5,740
WILHELM WILHELM, WILLIAM	WILLIAM		5,985
WILLIAMS WILLIAMS, BENJAMIN	BENJAMIN		8,761

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
WIMER DARYLL		
WIMER, DARYLL		2,743
Total 001700.410600 - RETIREMENT		<u>303,599</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	292,426	126,671	220,000	250,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PROJECTED OVERTIME NEEDS				250,000
Total 001700.410801 - OVERTIME				<u>250,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	125	0	2,500	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
INCREASE DUE TO HIGH NUMBER OF MILITARY EMPLOYEES				15,000
Total 001700.410802 - PART TIME / EXTRA HELP				15,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410803 - CIRCUIT COURT BAILIFF PAY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	461,238	126,513	210,723	250,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PROJECTED PT NEEDS	MISSION CRITICAL			250,000
Total 001700.410803 - CIRCUIT COURT BAILIFF PAY				250,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.410804 - TRIP GUARD PAY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,218	5,373	25,000	25,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				25,000
Total 001700.410804 - TRIP GUARD PAY				25,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	25,229	9,272	30,000	32,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
INCREASE FOR TRANSITIONING MIFI DEVICES				32,000
Total 001700.421100 - TELEPHONE				32,000

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<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	536	363	750	750
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				750
Total 001700.421200 - PRINTING				<u>750</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,506	600	7,000	7,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				7,000
Total 001700.421400 - TRAVEL				7,000

NOTES:

001700.421400 - TRAVEL G1951	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,655	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001700.421400 G1951- TRAVEL				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	295	2,000	2,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				2,000
Total 001700.421600 - MAINT/REP EQUIPMENT				<u>2,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.421800 - POSTAGE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,984	1,463	2,000	3,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	INCREASE DUE TO REQUIRED MAILING AND TRACKING			3,000
Total 001700.421800 - POSTAGE				<u>3,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	220	130	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,500
Total 001700.422000 - ADVERTISING / LEGAL PUBS				<u>1,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	10,604	3,045	18,000	18,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				18,000
Total 001700.422100 - TRAINING AND EDUCATION				18,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,290	300	4,000	4,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				4,000
Total 001700.422200 - DUES AND SUBSCRIPTIONS				4,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,839	1,786	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				5,000
Total 001700.422300 - PROFESSIONAL SERVICES				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.422900 - COURT COSTS AND DAMAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	5,000	5,000	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001700.422900 - COURT COSTS AND DAMAGES				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	16,397	17,913	31,000	40,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
	INCREASE FOR ADDITIONAL BODY CAMS ADDED			40,000
Total 001700.423000 - CONTRACTED SERVICES				40,000

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<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001700.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	66,013	46,508	125,579	190,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
REGULAR BUDGET	INCREASE IN PRICES		150,000	
CRADLEPOINTS	TO CREATE A RELIABLE CONNECTION FOR CAD		40,000	
Total 001700.434100 - MATERIALS AND SUPPLIES			190,000	

NOTES:

001700.434100 - MATERIALS AND SUPPLIES G1949	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,820	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
Total 001700.434100 G1949- MATERIALS AND SUPPLIES				

NOTES:

001700.434100 - MATERIALS AND SUPPLIES GRANT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	15,567	57,747	75,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
POTENTIAL MATCHES			75,000	
Total 001700.434100 GRANT- MATERIALS AND SUPPLIES			75,000	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.434300 - AUTO SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	21,489	5,849	25,000	25,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				25,000
Total 001700.434300 - AUTO SUPPLIES				<u>25,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.434500 - UNIFORMS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	14,454	12,000	12,000	15,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				15,000
Total 001700.434500 - UNIFORMS				15,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001700.445900 - CAPITAL OUTLAY-EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	22,080	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
Total 001700.445900 - CAPITAL OUTLAY-EQUIPMENT				

NOTES:

001700.445900 - CAPITAL OUTLAY-EQUIPMENT GRANT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	37,440	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001700.445900 GRANT- CAPITAL OUTLAY-EQUIPMENT				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001700.446000 - CO-19CSF12 HOLDING CELLS G2020	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	12,736	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001700.446000 G2020- CO-19CSF12 HOLDING CELLS

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001700-SHERIFF LAW ENFORCEMENT

1106-ARMEL, MATTHEW	1DEP- 70034 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES		65,501
001700.410400-FICA TAX		4,005
001700.410401-MEDICARE EXPENSE		937
001700.410500-HEALTH INSURANCE		10,060
001700.410600-RETIREMENT		7,861
Totals 1106-ARMEL, MATTHEW		88,364
1187-BOOBER, DAVID	0518- 70033 FORENSIC ANALYST -80HR	
001700.410300-EMPLOYEES SALARY AND WAGES		51,715
001700.410400-FICA TAX		2,820
001700.410401-MEDICARE EXPENSE		660
001700.410500-HEALTH INSURANCE		21,142
Totals 1187-BOOBER, DAVID		76,337
1049-BOYCE, KEVIN	3SGT- 70060 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES		73,001
001700.410400-FICA TAX		4,470
001700.410401-MEDICARE EXPENSE		1,046
001700.410500-HEALTH INSURANCE		10,060
001700.410600-RETIREMENT		8,761
Totals 1049-BOYCE, KEVIN		97,338
1169-BROWN, EMMA	0205- 70084 ADMINISTRATIVE ASSISTANT-80HR	
001700.410300-EMPLOYEES SALARY AND WAGES		32,001
001700.410400-FICA TAX		1,882
001700.410401-MEDICARE EXPENSE		440
001700.410500-HEALTH INSURANCE		488
001700.410600-RETIREMENT		3,200
Totals 1169-BROWN, EMMA		38,011
1178-CHANDLER, KRAIG	1DEP- 70042 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES		48,404
001700.410400-FICA TAX		3,002
001700.410401-MEDICARE EXPENSE		702
001700.410500-HEALTH INSURANCE		153
001700.410600-RETIREMENT		5,809
Totals 1178-CHANDLER, KRAIG		58,070
1027-COLBERT, DAVID	4LT- 70063 LIEUTENANT	
001700.410300-EMPLOYEES SALARY AND WAGES		82,200
001700.410400-FICA TAX		5,040
001700.410401-MEDICARE EXPENSE		1,179
001700.410500-HEALTH INSURANCE		10,060
001700.410600-RETIREMENT		9,864
Totals 1027-COLBERT, DAVID		108,343
1078-CONWAY, BRANDON	3SGT- 70062 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES		72,287
001700.410400-FICA TAX		4,211
001700.410401-MEDICARE EXPENSE		985
001700.410500-HEALTH INSURANCE		17,400

Jefferson County Commission
Payroll Projection
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	<u>Amount</u>
001700.410600-RETIREMENT	8,675
Totals 1078-CONWAY, BRANDON	103,558
3025-COX, DARRELL 1DEP- 70077 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	48,404
001700.410400-FICA TAX	2,945
001700.410401-MEDICARE EXPENSE	689
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	5,809
Totals 3025-COX, DARRELL	67,907
1077-DEMORY, SCOTT 2CPL- 70082 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	65,495
001700.410400-FICA TAX	4,061
001700.410401-MEDICARE EXPENSE	950
001700.410500-HEALTH INSURANCE	153
001700.410600-RETIREMENT	7,860
Totals 1077-DEMORY, SCOTT	78,519
1193-ELLIS, CHARLES 1DEP- 70045 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	48,404
001700.410400-FICA TAX	2,945
001700.410401-MEDICARE EXPENSE	689
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	5,809
Totals 1193-ELLIS, CHARLES	67,907
1035-FLETCHER, RONALD 3SGT- 70089 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES	75,439
001700.410400-FICA TAX	4,621
001700.410401-MEDICARE EXPENSE	1,081
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	9,053
Totals 1035-FLETCHER, RONALD	100,254
1101-FLETCHER, DOUGLAS 2CPL- 70056 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	65,501
001700.410400-FICA TAX	3,675
001700.410401-MEDICARE EXPENSE	860
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	7,861
Totals 1101-FLETCHER, DOUGLAS	99,039
1020-FORMAN, JOSEPH 2CPL- 70052 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	65,553
001700.410400-FICA TAX	3,979
001700.410401-MEDICARE EXPENSE	931
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	7,867
Totals 1020-FORMAN, JOSEPH	88,390
1131-GRANTHAM, JOSEPH 1DEP- 70036 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	51,520
001700.410400-FICA TAX	3,138
001700.410401-MEDICARE EXPENSE	734
001700.410500-HEALTH INSURANCE	10,060

Jefferson County Commission
Payroll Projection
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	<u>Amount</u>
001700.410600-RETIREMENT	6,183
Totals 1131-GRANTHAM, JOSEPH	71,635
1716-HARPER, MATTHEW 1DEP- 70055 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	48,404
001700.410400-FICA TAX	2,945
001700.410401-MEDICARE EXPENSE	689
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	5,809
Totals 1716-HARPER, MATTHEW	67,907
1098-HESS, CHARLES 1DFC- 70050 DEPUTY FIRST CLASS	
001700.410300-EMPLOYEES SALARY AND WAGES	60,316
001700.410400-FICA TAX	3,740
001700.410401-MEDICARE EXPENSE	875
001700.410500-HEALTH INSURANCE	153
001700.410600-RETIREMENT	7,238
Totals 1098-HESS, CHARLES	72,322
1079-HOCKMAN, ALBERT 2CPL- 70057 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	65,495
001700.410400-FICA TAX	3,675
001700.410401-MEDICARE EXPENSE	860
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	7,860
Totals 1079-HOCKMAN, ALBERT	99,032
1182-HOCKMAN, CHRISTIAN 1DEP- 70044 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	49,871
001700.410400-FICA TAX	3,035
001700.410401-MEDICARE EXPENSE	710
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	5,985
Totals 1182-HOCKMAN, CHRISTIAN	69,661
1058-HOLZ, STEVEN 3SGT- 70061 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES	73,001
001700.410400-FICA TAX	4,470
001700.410401-MEDICARE EXPENSE	1,046
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	8,761
Totals 1058-HOLZ, STEVEN	97,338
3123-HUTCHINS, MICAH 1DEP- 70038 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	47,833
001700.410400-FICA TAX	2,695
001700.410401-MEDICARE EXPENSE	631
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	5,740
Totals 3123-HUTCHINS, MICAH	74,299
3165-JENKINS, RYAN 1DEP- 70087 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	47,833
001700.410400-FICA TAX	2,966
001700.410401-MEDICARE EXPENSE	694
001700.410500-HEALTH INSURANCE	153

Jefferson County Commission
Payroll Projection
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	<u>Amount</u>
001700.410600-RETIREMENT	5,740
Totals 3165-JENKINS, RYAN	57,386
1061-KILMER, GLEN 1DFC- 70046 DEPUTY FIRST CLASS	
001700.410300-EMPLOYEES SALARY AND WAGES	63,152
001700.410400-FICA TAX	3,508
001700.410401-MEDICARE EXPENSE	821
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	7,579
Totals 1061-KILMER, GLEN	96,202
1072-LOWE, DEBORAH 0503- 70031 EXECUTIVE ASSISTANT-EXEMPT	
001700.410300-EMPLOYEES SALARY AND WAGES	55,748
001700.410400-FICA TAX	3,071
001700.410401-MEDICARE EXPENSE	718
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	5,575
Totals 1072-LOWE, DEBORAH	86,254
1031-LUPIS, VICTOR 6CHF- 70065 CHIEF DEPUTY / CHIEF OF STAFF	
001700.410300-EMPLOYEES SALARY AND WAGES	89,350
001700.410400-FICA TAX	5,154
001700.410401-MEDICARE EXPENSE	1,206
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	10,722
Totals 1031-LUPIS, VICTOR	127,574
1118-MAHONY, ROBIN 1DEP- 70035 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	48,404
001700.410400-FICA TAX	2,956
001700.410401-MEDICARE EXPENSE	692
001700.410500-HEALTH INSURANCE	488
001700.410600-RETIREMENT	5,809
Totals 1118-MAHONY, ROBIN	58,349
1060-MALONEY, ELIZABETH 0506- 70032 OFFICE MANGER 80HR-EXEMPT	
001700.410300-EMPLOYEES SALARY AND WAGES	56,178
001700.410400-FICA TAX	3,393
001700.410401-MEDICARE EXPENSE	794
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	5,618
Totals 1060-MALONEY, ELIZABETH	76,043
1054-MOBLEY, TAMMY 0205- 70001 ADMINISTRATIVE ASSISTANT-80HR	
001700.410300-EMPLOYEES SALARY AND WAGES	42,867
001700.410400-FICA TAX	2,335
001700.410401-MEDICARE EXPENSE	546
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	4,287
Totals 1054-MOBLEY, TAMMY	67,435
1172-MOFFETT, JOSEPH 1DEP- 70041 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	49,871
001700.410400-FICA TAX	3,092
001700.410401-MEDICARE EXPENSE	724
001700.410500-HEALTH INSURANCE	153

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

	<u>Amount</u>
001700.410600-RETIREMENT	5,985
Totals 1172-MOFFETT, JOSEPH	59,825
1142-OSHEA, CONOR 1DFC- 70080 DEPUTY FIRST CLASS	
001700.410300-EMPLOYEES SALARY AND WAGES	50,889
001700.410400-FICA TAX	3,100
001700.410401-MEDICARE EXPENSE	725
001700.410500-HEALTH INSURANCE	9,802
001700.410600-RETIREMENT	6,107
Totals 1142-OSHEA, CONOR	70,623
1025-PALMER, TERRY 0224- 70088 SPECIAL DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	41,993
001700.410400-FICA TAX	2,280
001700.410401-MEDICARE EXPENSE	534
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	4,200
Totals 1025-PALMER, TERRY	66,407
1175-PETERSEN, ROBERT 0222- 70075 BAILIFF-FT - 70HR	
001700.410303-EMPLOYEES SAL & WGS-BAILFF FT	27,300
001700.410400-FICA TAX	1,670
001700.410401-MEDICARE EXPENSE	391
001700.410500-HEALTH INSURANCE	488
001700.410600-RETIREMENT	2,730
Totals 1175-PETERSEN, ROBERT	32,579
1141-PITTINGER, DOUGLAS 0222- 70008 BAILIFF-FT - 70HR	
001700.410303-EMPLOYEES SAL & WGS-BAILFF FT	27,651
001700.410400-FICA TAX	1,715
001700.410401-MEDICARE EXPENSE	401
001700.410500-HEALTH INSURANCE	77
001700.410600-RETIREMENT	2,766
Totals 1141-PITTINGER, DOUGLAS	32,610
1119-POTTER, WILLIAM 0222- 70006 BAILIFF-FT - 70HR	
001700.410303-EMPLOYEES SAL & WGS-BAILFF FT	32,902
001700.410400-FICA TAX	2,040
001700.410401-MEDICARE EXPENSE	478
001700.410500-HEALTH INSURANCE	153
001700.410600-RETIREMENT	3,291
Totals 1119-POTTER, WILLIAM	38,864
1011-RENNER, MARK 0215- 70004 BAILIFF-FT - 80HR	
001700.410303-EMPLOYEES SAL & WGS-BAILFF FT	39,695
001700.410400-FICA TAX	2,405
001700.410401-MEDICARE EXPENSE	563
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	3,970
Totals 1011-RENNER, MARK	56,693
3128-REZMER, CYNTHIA 0205- 70085 ADMINISTRATIVE ASSISTANT-80HR	
001700.410300-EMPLOYEES SALARY AND WAGES	31,560
001700.410400-FICA TAX	1,686
001700.410401-MEDICARE EXPENSE	395
001700.410500-HEALTH INSURANCE	17,400

Jefferson County Commission
Payroll Projection
FY2021-2022

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	<u>Amount</u>
001700.410600-RETIREMENT	3,156
Totals 3128-REZMER, CYNTHIA	54,197
1045-SELL, ROBERT 3SGT- 70059 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES	75,439
001700.410400-FICA TAX	4,390
001700.410401-MEDICARE EXPENSE	1,027
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	9,053
Totals 1045-SELL, ROBERT	107,309
1160-STELY, TRAVIS 1DEP- 70039 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	49,871
001700.410400-FICA TAX	2,706
001700.410401-MEDICARE EXPENSE	633
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	5,985
Totals 1160-STELY, TRAVIS	80,337
1181-STIPANOVIC, KELSEY 1DEP- 70043 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	48,404
001700.410400-FICA TAX	2,751
001700.410401-MEDICARE EXPENSE	644
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	5,809
Totals 1181-STIPANOVIC, KELSEY	75,008
1050-TABLER, DUSTIN 3SGT- 70083 SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES	72,122
001700.410400-FICA TAX	4,086
001700.410401-MEDICARE EXPENSE	956
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	8,655
Totals 1050-TABLER, DUSTIN	106,961
1069-THOMAS, ALLAN 2CPL- 70081 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	65,495
001700.410400-FICA TAX	3,646
001700.410401-MEDICARE EXPENSE	853
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	6,550
Totals 1069-THOMAS, ALLAN	97,686
1055-TIONG, VINCENT 2CPL- 70054 CORPORAL	
001700.410300-EMPLOYEES SALARY AND WAGES	68,800
001700.410400-FICA TAX	3,880
001700.410401-MEDICARE EXPENSE	908
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	8,256
Totals 1055-TIONG, VINCENT	102,986
1200-VANGILDER, CHARLES 1DEP- 70086 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	44,183
001700.410400-FICA TAX	2,683
001700.410401-MEDICARE EXPENSE	628
001700.410500-HEALTH INSURANCE	10,060

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

	<u>Amount</u>
001700.410600-RETIREMENT	5,302
Totals 1200-VANGILDER, CHARLES	62,856
3130-WEAVER, JOSHUA 1DEP- 70037 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	47,833
001700.410400-FICA TAX	2,580
001700.410401-MEDICARE EXPENSE	604
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	5,740
Totals 3130-WEAVER, JOSHUA	77,899
1168-WILHELM, WILLIAM 1DEP- 70040 DEPUTY	
001700.410300-EMPLOYEES SALARY AND WAGES	49,871
001700.410400-FICA TAX	2,821
001700.410401-MEDICARE EXPENSE	660
001700.410500-HEALTH INSURANCE	17,400
001700.410600-RETIREMENT	5,985
Totals 1168-WILHELM, WILLIAM	76,737
1051-WILLIAMS, BENJAMIN 3PRO- 70058 PRO OFFICER-SERGEANT	
001700.410300-EMPLOYEES SALARY AND WAGES	73,001
001700.410400-FICA TAX	4,140
001700.410401-MEDICARE EXPENSE	969
001700.410500-HEALTH INSURANCE	21,142
001700.410600-RETIREMENT	8,761
Totals 1051-WILLIAMS, BENJAMIN	108,013
1165-WIMER, DARYLL 0222- 70074 BAILIFF-FT - 70HR	
001700.410303-EMPLOYEES SAL & WGS-BAILFF FT	27,423
001700.410400-FICA TAX	1,644
001700.410401-MEDICARE EXPENSE	385
001700.410500-HEALTH INSURANCE	10,060
001700.410600-RETIREMENT	2,743
Totals 1165-WIMER, DARYLL	42,255
Department Total-001700-SHERIFF LAW ENFORCEMENT	3,826,062

2 officers are funded by the Bolivar Contract
2 officers are funded by the GHSP Grant
1 officer is funded by the DOJ/BOE/JCC

Jefferson County Commission
 Budget Summary
 Dept 701-SHERIFF SVC OF PROCESS
 FY2021-2022

1/29/2021

001701-SHERIFF SVC OF PROCESS	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
COMMODITIES						
434500 UNIFORMS	9,096	18,900	4,862	25.72%	15,175	-19.71%
TOTAL COMMODITIES	<u>9,096</u>	<u>18,900</u>	<u>4,862</u>	25.72%	<u>15,175</u>	-19.71%
DEPARTMENT GRAND TOTAL	<u>9,096</u>	<u>18,900</u>	<u>4,862</u>	25.72%	<u>15,175</u>	-19.71%

Jefferson County Commission
Budget Detail
Dept 701-SHERIFF SVC OF PROCESS
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001701-SHERIFF SVC OF PROCESS

001701.434500 - UNIFORMS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,096	4,862	18,900	15,175
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
OFFSET BY SHERIFF SERVICE PROCESS DEDICATED REV	MANDATED	15,175
Total 001701.434500 - UNIFORMS		15,175

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 704-REGIONAL JAIL
 FY2021-2022

1/29/2021

001704-REGIONAL JAIL	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
COMMODITIES						
434400 C/F PRISONERS REG JAIL FEE	759,070	1,050,000	374,275	35.65%	900,000	-14.29%
TOTAL COMMODITIES	<u>759,070</u>	<u>1,050,000</u>	<u>374,275</u>	35.65%	<u>900,000</u>	-14.29%
DEPARTMENT GRAND TOTAL	<u><u>759,070</u></u>	<u><u>1,050,000</u></u>	<u><u>374,275</u></u>	35.65%	<u><u>900,000</u></u>	-14.29%

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001704-REGIONAL JAIL

001704.434400 - C/F PRISONERS REG JAIL FEE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	759,070	374,275	1,050,000	900,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
HISTORICAL TREND-MGORDON	MANDATED	900,000
Total 001704.434400 - C/F PRISONERS REG JAIL FEE		900,000

NOTES:

Jefferson County Commission
Jail Fees (001704.434400)

Month	FY16	FY17	FY18	FY19	FY20	FY21	Mo-Mo	FY21 Estimated	Cumulative by Mo
June 2013									
July	101,808	112,567	128,828	119,226	85,886	55,392	-35.5%		-35.5%
August	117,489	108,852	133,604	115,366	88,732	62,436	-29.6%		-32.5%
September	93,460	110,879	131,626	102,628	78,358	66,006	-15.8%		-27.3%
October	118,792	125,554	136,789	103,641	89,890	74,932	-16.6%		-24.5%
November	103,738	115,504	131,578	95,439	68,660	60,650	-11.7%		-22.4%
December	111,458	141,759	136,065	99,685	54,378	54,860	0.9%		-19.7%
January	105,282	125,788	143,978	101,759	55,343			55,900	
February	82,604	116,862	134,666	103,593	58,334			58,900	
March	95,535	148,079	151,989	97,127	30,687			31,000	
April	85,161	143,930	114,304	91,000	40,723			41,100	
May	86,078	134,811	127,234	94,425	51,724			52,200	
June	94,570	122,893	111,940	80,626	56,356			56,900	
Total	1,195,973	1,507,475	1,582,600	1,204,514	759,070	374,276	1.0%	296,000	
FY % Change	-2.7%	26.0%	5.0%	-23.9%	-37.0%				
			16.9%						
			1,850,000	1,408,031	600,000	900,000	FY22 Budget Estimate		
			1,697,000	1,204,514	759,070	374,276	FY21 YTD		
			(153,000)	-	-	296,000	FY21 Projected Remaining		
			1,582,600	1,204,514	759,070	670,276	FY21 Total Projected Expense		
			1,720,000	1,850,000	1,500,000	1,050,000	FY21 Revised Budget		
			(137,400)	(645,487)	(740,931)	(379,724)	FY21 Budget Revision		
				1,500,000	1,050,000	900,000	FY22 Budget		

Jefferson County Commission
 Budget Summary
 Dept 711-HOMELAND SECURITY
 FY2021-2022

1/29/2021

001711-HOMELAND SECURITY	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	163,574	167,057	89,310	53.46%	168,940	1.13%
410400 FICA TAX	9,705	9,940	5,316	53.48%	10,018	0.78%
410401 MEDICARE EXPENSE	2,271	2,324	1,243	53.50%	2,343	0.82%
410500 HEALTH INSURANCE	30,800	30,805	15,769	51.19%	31,355	1.79%
410599 HEALTH INSURANCE-CONTRA	0	(30,805)	(13,156)	42.71%	(31,355)	1.79%
410600 RETIREMENT	16,357	16,707	8,931	53.46%	16,895	1.13%
TOTAL PERSONNEL SERVICES	222,708	196,028	107,413	54.79%	198,196	1.11%
CONTRACTUAL SERVICES						
421100 TELEPHONE	2,399	2,700	1,044	38.68%	2,700	0.00%
421200 PRINTING	0	1,000	0	0.00%	1,000	0.00%
421400 TRAVEL	1,306	5,800	0	0.00%	5,800	0.00%
421600 MAINT/REP EQUIPMENT	0	1,000	0	0.00%	1,000	0.00%
422000 ADVERTISING / LEGAL PUBS	0	500	0	0.00%	500	0.00%
422100 TRAINING AND EDUCATION	154	4,575	0	0.00%	4,575	0.00%
422200 DUES AND SUBSCRIPTIONS	300	650	125	19.23%	650	0.00%
422300 PROFESSIONAL SERVICES	0	5,000	3,713	74.26%	5,000	0.00%
423000 CONTRACTED SERVICES	6,247	9,250	1,000	10.81%	9,250	0.00%
TOTAL CONTRACTUAL SERVICES	10,406	30,475	5,882	19.30%	30,475	0.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	871	7,900	10	0.13%	7,900	0.00%
435400 COMPUTER HARDWARE	0	6,000	0	0.00%	6,000	0.00%
TOTAL COMMODITIES	871	13,900	10	0.07%	13,900	0.00%
DEPARTMENT GRAND TOTAL	233,985	240,403	113,306	47.13%	242,571	0.90%

Jefferson County Commission
Budget Detail
Dept 711-HOMELAND SECURITY
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001711-HOMELAND SECURITY

001711.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	163,574	89,310	167,057	168,940
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
ALLEN, STEPHEN		77,178
GUSTAFSON, BRIANNA		40,599
SAGER, JAMES		51,163
Total 001711.410300 - EMPLOYEES SALARY AND WAGES		168,940

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	9,705	5,316	9,940	10,018
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ALLEN, STEPHEN				4,708
GUSTAFSON, BRIANNA				2,518
SAGER, JAMES				2,792
Total 001711.410400 - FICA TAX				10,018

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,271	1,243	2,324	2,343
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ALLEN, STEPHEN				1,101
GUSTAFSON, BRIANNA				589
SAGER, JAMES				653
Total 001711.410401 - MEDICARE EXPENSE				<u>2,343</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.410500 - HEALTH INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	30,800	15,769	30,805	31,355
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ALLEN, STEPHEN				9,572
ALLEN, STEPHEN				258
ALLEN, STEPHEN				77
ALLEN, STEPHEN				153
GUSTAFSON, BRIANNA				153
SAGER, JAMES				20,654
SAGER, JAMES				258
SAGER, JAMES				77
SAGER, JAMES				153
Total 001711.410500 - HEALTH INSURANCE				31,355

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(13,156)	(30,805)	(31,355)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001711.410599 - HEALTH INSURANCE-CONTRA				

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	16,357	8,931	16,707	16,895
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
ALLEN, STEPHEN				7,718
GUSTAFSON, BRIANNA				4,060
SAGER, JAMES				5,117
Total 001711.410600 - RETIREMENT				16,895

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,399	1,044	2,700	2,700
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
1 HOT SPOT FOR CAD IN DIRECTORS VEHICLE	MISSION CRITICAL			300
3 CELL PHONES SERVICES	MISSION CRITICAL			2,400
Total 001711.421100 - TELEPHONE				2,700

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
BROCHURES, PLANS, AND NOTICES	MISSION CRITICAL			1,000
Total 001711.421200 - PRINTING				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,306	0	5,800	5,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EMERGENCY MANAGEMENT INSTITUTE	MANDATED BY STATE FOR EMPG FUNDING			1,160
STATE MEETINGS AND TRAINING COURSES	MANDATED BY STATE FOR EMPG FUNDING			1,160
STATE EMERGENCY MANAGEMENT CONFERENCE	MISSION CRITICAL			1,160
STATE FLOODPLAIN MANAGERS WORKSHOP	MISSION CRITICAL			1,160
STATE INTEROPERABLE RADIO CONFERENCE	MISSION CRITICAL			1,160
Total 001711.421400 - TRAVEL				5,800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SMALL UNANTICIPATED REPAIRS TO ANY EQUIPMENT.	MISSION CRITICAL			1,000
Total 001711.421600 - MAINT/REP EQUIPMENT				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.422000 - ADVERTISING / LEGAL PUBS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REQUIRED LEGAL ADS SUCH AS BIDS, PUBLIC MEETINGS,	MANDATED			500
Total 001711.422000 - ADVERTISING / LEGAL PUBS				500

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	154	0	4,575	4,575
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MATERIALS FOR PUBLIC EDUCATION AT JC FAIR, OTHERS	DISCRETIONARY			1,650
CONFERENCE/WORKSHOP REGISTRATIONS REQD BY EMPG	MISSION CRITICAL			1,175
TRAINING MANUALS/SUPPLIES FOR TRAINING COURSES	MISSION CRITICAL			1,750
Total 001711.422100 - TRAINING AND EDUCATION				4,575

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	300	125	650	650
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
DUES NATIONAL FIRE PROTECTION ASSN	DISCRETIONARY		175	
DUES NATURAL HAZARDS MITIGATION ASSN	DISCRETIONARY		50	
DUES STATE FLOODPLAIN MGRS ASSN.	MANDATED		300	
DUES STATE WV EMERGENCY MANAGERS ASSN	MANDATED		125	
Total 001711.422200 - DUES AND SUBSCRIPTIONS			650	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	3,713	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EMERGENCY OPERATIONS PLAN UPDATE	MANDATED			5,000
Total 001711.422300 - PROFESSIONAL SERVICES				<u>5,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,247	1,000	9,250	9,250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
HIRE RIGHT EMPLOYEE BACKGROUND INVESTIGATIONS	MANDATED			2,500
CERVIS VOLUNTEER MANAGEMENT SYSTEM WEB BASED	MISSION CRITICAL			1,800
FUTURITY/ORION WEB-BASED DAMAGE ASSESSMENT PROGRAM	MISSION CRITICAL			1,000
NET MOTION LICENSE FOR USING CAD	MISSION CRITICAL			150
NIXLE/EVERBRIDGE EMERGENCY ALERT NOTIFICATION SYST	MISSION CRITICAL			3,800
Total 001711.423000 - CONTRACTED SERVICES				9,250

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 711-HOMELAND SECURITY
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001711.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	871	10	7,900	7,900
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
VARIOUS PROTECTIVE EQUIPMENT FOR CERT TRAINEES			1,500	
AUTOMOBILE WASHES FOR 2 VEHICLES	DISCRETIONARY		100	
BOOKS/DVDS FOR PUB ED/DISASTER READY KIDS PROGRAMS	DISCRETIONARY		500	
EOC MATERIALS/SUPPLIES FOR ACTIVATIONS	MANDATED		3,000	
EOC SUPPLIES FOR EXERCISES REQUIRED FOR EMPG	MANDATED		1,500	
APPLICATIONS NEEDED ON IPHONES/IPADS FOR EM	MISSION CRITICAL		300	
OFFICE SUPPLIES NOT AVAILABLE AT MAINTENANCE	MISSION CRITICAL		1,000	
Total 001711.434100 - MATERIALS AND SUPPLIES			<u>7,900</u>	

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001711.435400 - COMPUTER HARDWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	6,000	6,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
REPLACEMENT LAPTOP COMPUTERS FOR HSEM STAFF	LAPTOPS WERE PURCHASED IN 2014 AND USED ON A DAILY			6,000
Total 001711.435400 - COMPUTER HARDWARE				6,000

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001711-HOMELAND SECURITY

1155-ALLEN, STEPHEN	0804- 71103 DIRECTOR HOMELD SEC & EMER MGT	
001711.410300-EMPLOYEES SALARY AND WAGES		77,178
001711.410400-FICA TAX		4,708
001711.410401-MEDICARE EXPENSE		1,101
001711.410500-HEALTH INSURANCE		10,060
001711.410600-RETIREMENT		7,718
Totals 1155-ALLEN, STEPHEN		100,765
1210-GUSTAFSON, BRIANNA	0414- 71101 ADMINISTRATIVE ASSISTANT II-80	
001711.410300-EMPLOYEES SALARY AND WAGES		40,599
001711.410400-FICA TAX		2,518
001711.410401-MEDICARE EXPENSE		589
001711.410500-HEALTH INSURANCE		153
001711.410600-RETIREMENT		4,060
Totals 1210-GUSTAFSON, BRIANNA		47,919
1192-SAGER, JAMES	0512- 71102 PROGRAM MANAGER HOMELAND SEC	
001711.410300-EMPLOYEES SALARY AND WAGES		51,163
001711.410400-FICA TAX		2,792
001711.410401-MEDICARE EXPENSE		653
001711.410500-HEALTH INSURANCE		21,142
001711.410600-RETIREMENT		5,117
Totals 1192-SAGER, JAMES		80,867
Department Total-001711-HOMELAND SECURITY		229,551

Jefferson County Commission
 Budget Summary
 Dept 712-COMMUNICATIONS CENTER
 FY2021-2022

1/29/2021

001712-COMMUNICATIONS CENTER	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	1,143,704	1,356,978	657,016	48.42%	1,344,235	-0.94%
410400 FICA TAX	74,035	83,030	42,266	50.90%	86,543	4.23%
410401 MEDICARE EXPENSE	17,315	19,585	9,885	50.47%	20,166	2.97%
410500 HEALTH INSURANCE	274,713	330,775	146,647	44.33%	333,389	0.79%
410599 HEALTH INSURANCE-CONTRA	0	(330,775)	(124,749)	37.71%	(333,389)	0.79%
410600 RETIREMENT	119,314	129,021	68,176	52.84%	132,939	3.04%
410801 OVERTIME	54,127	60,000	30,621	51.04%	61,800	3.00%
410802 PART TIME / EXTRA HELP	48,814	50,000	26,262	52.52%	51,500	3.00%
TOTAL PERSONNEL SERVICES	1,732,021	1,698,614	856,125	50.40%	1,697,183	-0.08%
CONTRACTUAL SERVICES						
421100 TELEPHONE	52,564	77,568	24,182	31.18%	78,414	1.09%
421400 TRAVEL	2,850	21,644	0	0.00%	22,720	4.97%
421600 MAINT/REP EQUIPMENT	83,838	160,420	52,798	32.91%	163,661	2.02%
422100 TRAINING AND EDUCATION	12,068	17,845	1,366	7.66%	23,711	32.87%
422200 DUES AND SUBSCRIPTIONS	481	958	562	58.66%	958	0.00%
422300 PROFESSIONAL SERVICES	12,008	12,000	8,000	66.67%	12,000	0.00%
423000 CONTRACTED SERVICES	6,989	11,162	3,978	35.63%	11,162	0.00%
TOTAL CONTRACTUAL SERVICES	170,797	301,597	90,885	30.13%	312,626	3.66%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	4,573	9,828	315	3.21%	8,628	-12.21%
435300 COMPUTER SOFTWARE	191	0	0	0.00%	0	100.00%
435500 INFORMATION TECH SUPPORT	0	0	0	0.00%	34,000	100.00%
TOTAL COMMODITIES	4,764	9,828	315	3.21%	42,628	333.74%
DEPARTMENT GRAND TOTAL	1,907,582	2,010,039	947,325	47.13%	2,052,437	2.11%

Jefferson County Commission
Budget Detail
Dept 712-COMMUNICATIONS CENTER
FY2021-2022

1/29/2021

Name Justificaton Amount
001712-COMMUNICATIONS CENTER

001712.410300 - EMPLOYEES SALARY AND WAGES	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	1,143,704	657,016	1,356,978	1,344,235
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
STEP INCREASE NEW TRAINEE	STEP INCREASE PROVIDED TO TRAINEE AFTER RELEASE	5,000
TRAINING PAY - CTO	TRAINING PAY PROVIDED TO CTO WHILE TRAINING	10,000
ASHLEY JESSICA ASHLEY, JESSICA		41,697
BREEDEN SHAWN BREEDEN, SHAWN		50,026
BROWN LORI BROWN, LORI		54,148
COSTELLO LYNN COSTELLO, LYNN		65,019
DUDASH PAMELA DUDASH, PAMELA		56,853
DUTKO ELIZABETH DUTKO, ELIZABETH		38,027
HAHN RICHARD HAHN, RICHARD		41,799
HAYDEN JAMES HAYDEN, JAMES		59,764
HESS BROOKE HESS, BROOKE		55,209
HOVERMALE STACI HOVERMALE, STACI		48,451
KETCHENS HEATHER KETCHENS, HEATHER		37,751
KING KATHRYN KING, KATHRYN		44,364
MICHAEL JOHN-MARK MICHAEL, JOHN-MARK		37,751
MILLER CHRISTINE MILLER, CHRISTINE		45,493
MURPHY JOSEPH MURPHY, JOSEPH		65,864
OLIVER-MILLER CAILEIGH OLIVER-MILLER, CAILEIGH		38,505
POLCZYNSKI JEFFREY POLCZYNSKI, JEFFREY		101,326
SCHWEITZER WILLIAM SCHWEITZER, WILLIAM		56,859

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
STEGALL ASHLEY STEGALL, ASHLEY		38,505
VACANT008033 POSITION VACANT008033, POSITION		37,751
VACANT008034 POSITION VACANT008034, POSITION		37,751
VACANT008035 POSITION VACANT008035, POSITION		37,751
VACANT008036 POSITION VACANT008036, POSITION		37,751
VACANT008037 POSITION VACANT008037, POSITION		37,751
VACANT008038 POSITION VACANT008038, POSITION		37,751
VACANT008039 POSITION VACANT008039, POSITION		43,941
WIEGAND JULIANNE WIEGAND, JULIANNE		41,270
WOODWARD MAKENZIE WOODWARD, MAKENZIE		40,107
Total 001712.410300 - EMPLOYEES SALARY AND WAGES		<u>1,344,235</u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
 FY2021-2022

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Name		Justification		Amount
001712.410400 - FICA TAX		FY20 ACTUAL	FY21 YTD	FY21 BUDGET
		74,035	42,266	83,030
				FY22 REQUEST
				86,543
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA EXTRA HELP-PART TIME				3,348
FICA OVERTIME				4,017
FICA NEW EMPLOYEE 6 MOS INCREASE		MISSION CRITICAL		325
FICA TRAINING PAY FOR CTO		MISSION CRITICAL		650
ASHLEY JESSICA	ASHLEY, JESSICA			2,199
BREEDEN SHAWN	BREEDEN, SHAWN			3,029
BROWN LORI	BROWN, LORI			2,971
COSTELLO LYNN	COSTELLO, LYNN			3,491
DUDASH PAMELA	DUDASH, PAMELA			3,223
DUTKO ELIZABETH	DUTKO, ELIZABETH			2,301
HAHN RICHARD	HAHN, RICHARD			2,535
HAYDEN JAMES	HAYDEN, JAMES			3,320
HESS BROOKE	HESS, BROOKE			3,037
HOVERMALE STACI	HOVERMALE, STACI			2,947
KETCHENS HEATHER	KETCHENS, HEATHER			2,284
KING KATHRYN	KING, KATHRYN			2,641
MICHAEL JOHN-MARK	MICHAEL, JOHN-MARK			2,341
MILLER CHRISTINE	MILLER, CHRISTINE			2,785
MURPHY JOSEPH	MURPHY, JOSEPH			3,698
OLIVER-MILLER CAILEIGH	OLIVER-MILLER, CAILEIGH			2,331
POLCZYNSKI JEFFREY	POLCZYNSKI, JEFFREY			6,170

Jefferson County Commission
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 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
SCHWEITZER WILLIAM SCHWEITZER, WILLIAM		3,208
STEGALL ASHLEY STEGALL, ASHLEY		2,388
VACANT008033 POSITION VACANT008033, POSITION		2,284
VACANT008034 POSITION VACANT008034, POSITION		2,284
VACANT008035 POSITION VACANT008035, POSITION		2,284
VACANT008036 POSITION VACANT008036, POSITION		2,284
VACANT008037 POSITION VACANT008037, POSITION		2,284
VACANT008038 POSITION VACANT008038, POSITION		2,284
VACANT008039 POSITION VACANT008039, POSITION		2,668
WIEGAND JULIANNE WIEGAND, JULIANNE		2,502
WOODWARD MAKENZIE WOODWARD, MAKENZIE		2,430
Total 001712.410400 - FICA TAX		<u><u>86,543</u></u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
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Name		Justification		Amount
001712.410401 - MEDICARE EXPENSE		FY20 ACTUAL	FY21 YTD	FY21 BUDGET
		17,315	9,885	19,585
				FY22 REQUEST
				20,166
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
MEDICARE EXTRA HELP				747
MEDICARE NEW EMPLOYEE STEP INCREASE				73
MEDICARE OVERTIME				896
MEDICARE TRAINING PAY				145
ASHLEY JESSICA	ASHLEY, JESSICA			515
BREEDEN SHAWN	BREEDEN, SHAWN			709
BROWN LORI	BROWN, LORI			695
COSTELLO LYNN	COSTELLO, LYNN			817
DUDASH PAMELA	DUDASH, PAMELA			754
DUTKO ELIZABETH	DUTKO, ELIZABETH			539
HAHN RICHARD	HAHN, RICHARD			593
HAYDEN JAMES	HAYDEN, JAMES			777
HESS BROOKE	HESS, BROOKE			711
HOVERMALE STACI	HOVERMALE, STACI			690
KETCHENS HEATHER	KETCHENS, HEATHER			535
KING KATHRYN	KING, KATHRYN			618
MICHAEL JOHN-MARK	MICHAEL, JOHN-MARK			548
MILLER CHRISTINE	MILLER, CHRISTINE			652
MURPHY JOSEPH	MURPHY, JOSEPH			865
OLIVER-MILLER CAILEIGH	OLIVER-MILLER, CAILEIGH			545
POLCZYNSKI JEFFREY	POLCZYNSKI, JEFFREY			1,443

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 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
SCHWEITZER WILLIAM SCHWEITZER, WILLIAM		751
STEGALL ASHLEY STEGALL, ASHLEY		559
VACANT008033 POSITION VACANT008033, POSITION		535
VACANT008034 POSITION VACANT008034, POSITION		535
VACANT008035 POSITION VACANT008035, POSITION		535
VACANT008036 POSITION VACANT008036, POSITION		535
VACANT008037 POSITION VACANT008037, POSITION		535
VACANT008038 POSITION VACANT008038, POSITION		535
VACANT008039 POSITION VACANT008039, POSITION		624
WIEGAND JULIANNE WIEGAND, JULIANNE		586
WOODWARD MAKENZIE WOODWARD, MAKENZIE		569
Total 001712.410401 - MEDICARE EXPENSE		<u><u>20,166</u></u>

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
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Name		Justification		Amount
001712.410500 - HEALTH INSURANCE		FY20 ACTUAL	FY21 YTD	FY21 BUDGET
		274,713	146,647	330,775
				FY22 REQUEST
				333,389
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
ASHLEY, JESSICA				20,654
ASHLEY, JESSICA				258
ASHLEY, JESSICA				77
ASHLEY, JESSICA				153
BREEDEN, SHAWN				9,572
BREEDEN, SHAWN				258
BREEDEN, SHAWN				77
BREEDEN, SHAWN				153
BROWN, LORI				20,654
BROWN, LORI				258
BROWN, LORI				77
BROWN, LORI				153
COSTELLO, LYNN				20,654
COSTELLO, LYNN				258
COSTELLO, LYNN				77
COSTELLO, LYNN				153
DUDASH, PAMELA				16,912
DUDASH, PAMELA				258
DUDASH, PAMELA				77
DUDASH, PAMELA				153
DUTKO, ELIZABETH				9,572

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
DUTKO, ELIZABETH		258
DUTKO, ELIZABETH		77
DUTKO, ELIZABETH		153
HAHN, RICHARD		9,572
HAHN, RICHARD		258
HAHN, RICHARD		77
HAHN, RICHARD		153
HAYDEN, JAMES		20,654
HAYDEN, JAMES		258
HAYDEN, JAMES		77
HAYDEN, JAMES		153
HESS, BROOKE		20,654
HESS, BROOKE		258
HESS, BROOKE		77
HESS, BROOKE		153
HOVERMALE, STACI		9,572
HOVERMALE, STACI		258
HOVERMALE, STACI		77
HOVERMALE, STACI		153
KETCHENS, HEATHER		9,572
KETCHENS, HEATHER		258
KETCHENS, HEATHER		77
KETCHENS, HEATHER		153
KING, KATHRYN		9,572

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 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
KING, KATHRYN		258
KING, KATHRYN		77
KING, KATHRYN		153
MICHAEL, JOHN-MARK		153
MILLER, CHRISTINE		258
MILLER, CHRISTINE		153
MURPHY, JOSEPH		20,654
MURPHY, JOSEPH		258
MURPHY, JOSEPH		77
MURPHY, JOSEPH		153
OLIVER-MILLER, CAILEIGH		9,572
OLIVER-MILLER, CAILEIGH		258
OLIVER-MILLER, CAILEIGH		77
OLIVER-MILLER, CAILEIGH		153
POLCZYNSKI, JEFFREY		9,572
POLCZYNSKI, JEFFREY		258
POLCZYNSKI, JEFFREY		77
POLCZYNSKI, JEFFREY		153
SCHWEITZER, WILLIAM		16,912
SCHWEITZER, WILLIAM		258
SCHWEITZER, WILLIAM		77
SCHWEITZER, WILLIAM		153
STEGALL, ASHLEY		153
VACANT008033, POSITION		9,572

Jefferson County Commission
 Budget Detail
 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VACANT008033, POSITION		258
VACANT008033, POSITION		77
VACANT008033, POSITION		153
VACANT008034, POSITION		9,572
VACANT008034, POSITION		258
VACANT008034, POSITION		77
VACANT008034, POSITION		153
VACANT008035, POSITION		9,572
VACANT008035, POSITION		258
VACANT008035, POSITION		77
VACANT008035, POSITION		153
VACANT008036, POSITION		9,572
VACANT008036, POSITION		258
VACANT008036, POSITION		77
VACANT008036, POSITION		153
VACANT008037, POSITION		9,572
VACANT008037, POSITION		258
VACANT008037, POSITION		77
VACANT008037, POSITION		153
VACANT008038, POSITION		9,572
VACANT008038, POSITION		258
VACANT008038, POSITION		77
VACANT008038, POSITION		153
VACANT008039, POSITION		9,572

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VACANT008039, POSITION		258
VACANT008039, POSITION		77
VACANT008039, POSITION		153
WIEGAND, JULIANNE		9,572
WIEGAND, JULIANNE		258
WIEGAND, JULIANNE		77
WIEGAND, JULIANNE		153
WOODWARD, MAKENZIE		9,572
WOODWARD, MAKENZIE		258
WOODWARD, MAKENZIE		77
WOODWARD, MAKENZIE		153
Total 001712.410500 - HEALTH INSURANCE		<u><u>333,389</u></u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(124,749)	(330,775)	(333,389)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001712.410599 - HEALTH INSURANCE-CONTRA

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 Dept 712-COMMUNICATIONS CENTER
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<u>Name</u>		<u>Justificaton</u>		<u>Amount</u>
001712.410600 - RETIREMENT		<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>
		119,314	68,176	129,021
				<u>FY22 REQUEST</u>
				132,939
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
ASHLEY, JESSICA				4,170
BREEDEN, SHAWN				5,003
BROWN, LORI				5,415
COSTELLO, LYNN				6,502
DUDASH, PAMELA				5,686
DUTKO, ELIZABETH				3,803
HAHN, RICHARD				4,180
HAYDEN, JAMES				5,977
HESS, BROOKE				5,521
HOVERMALE, STACI				4,846
KETCHENS, HEATHER				3,776
KING, KATHRYN				4,437
MICHAEL, JOHN-MARK				3,776
MILLER, CHRISTINE				4,550
MURPHY, JOSEPH				6,587
OLIVER-MILLER, CAILEIGH				3,851
POLCZYNSKI, JEFFREY				10,133
SCHWEITZER, WILLIAM				5,686
STEGALL, ASHLEY				3,851
VACANT008033, POSITION				3,776
VACANT008034, POSITION				3,776

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
VACANT008035, POSITION		3,776
VACANT008036, POSITION		3,776
VACANT008037, POSITION		3,776
VACANT008038, POSITION		3,776
VACANT008039, POSITION		4,395
WIEGAND, JULIANNE		4,127
WOODWARD, MAKENZIE		4,011
Total 001712.410600 - RETIREMENT		<u>132,939</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	54,127	30,621	60,000	61,800
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
OVERTIME TO ENSURE MINIMUM STAFFING LEVELS ARE MET	MISSION CRITICAL. LINE ALSO COVERS FLEX & EMER			61,800
Total 001712.410801 - OVERTIME				61,800

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	48,814	26,262	50,000	51,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PART-TIME STAFFING	PSDS MINIMUM STAFFING, CAD AND EMD-QA			51,500
Total 001712.410802 - PART TIME / EXTRA HELP				<u>51,500</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001712.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	52,564	24,182	77,568	78,414
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FRONTIER 9-1-1 TARIFF & ALI DATABASE	MANDATED			60,002
AT&T LONG DISTANCE	MISSION CRITICAL			1,920
SPRINT WIRELESS - ECC	MISSION CRITICAL			4,140
LANGUAGE LINE	MISSION CRITICAL - 911 TRANSLATION SVCS			2,200
SPRINT WIRELESS - MBB	MISSION CRITICAL - CTPD RPD STPD REIMBURSED TO CTY			10,152
Total 001712.421100 - TELEPHONE				78,414

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<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001712.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,850	0	21,644	22,720
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
SPILLMAN USER CONFERENCE - SLC/ORLANDO	DISCRETIONARY - 1 EE - CAD ADMIN		2,359	
NAVIGATOR - EMD-QA/EMS CONFERENCE	DISCRETIONARY - 1 EE - EMD-Q		1,788	
NENA CONFERENCE	DISCRETIONARY - 1 EE - NATL EXPO & CONF		1,788	
APCO CONFERENCE	DISCRETIONARY - 2 EE APCO CONF & EXPO		3,575	
CHARLESTON - WEAPON CERT	MANDATE - PSD WEAPON SYSTEM CERTIFICATION		1,756	
MISC PARKING	MISC PARKING CHARLESTON - WEAPON		52	
SPILLMAN USER CONFERENCE - SLC/ORLANDO	MISSION CRITICAL - 1 EE - CAD ADMIN		2,359	
NAVIGATOR - EMD-QA/EMS CONFERENCE	MISSION CRITICAL - 3 EE - EMD-Q'S		5,707	
SIRN - WV STATE RADIO CONFERENCE	MISSION CRITICAL - 3 EE - RADIO PROGRAMMERS		1,756	
MISC MILEAGE	MISSION CRITICAL - MISC MILEAGE		275	
MISC PERDIEM	MISSION CRITICAL - MISC PERDIEM		255	
SERSUN	SPILLMAN UG CONF/TRAINING - DIR ON CONF COMMTE		1,050	
Total 001712.421400 - TRAVEL			<u>22,720</u>	

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001712.421600 - MAINT/REP EQUIPMENT	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	83,838	52,798
		160,420
		163,661
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
CHAIR REPLACEMENT	24/7/365 INTENSIVE USE CHAIRS NEED REPLACED	12,000
MOTOROLA - FLEET EQUIPMENT MAINT	DISCRETIONARY	3,300
REPLACEMENT LED FLAT PANEL DISPLAY	DISCRETIONARY	1,800
MOTOROLA - PROGRAMMING AND TEST CABLES	DISCRETIONARY - NEEDED FOR PROGRAMMING	110
MOTOROLA - APX6000 & CHARGER	DISCRETIONARY - NEEDED FOR PROGRAMMING FIRE	3,327
MOTOROLA - APX4000 & CHARGER	DISCRETIONARY - NEEDED FOR PROGRAMMING LAW	2,651
NEXTEST WEAPON RECERT SOFTWARE SMA	MANDATE	275
PRIORITY DISPATCH CORP - PRO-QA/AQUA SMA	MANDATED	9,056
AGENCY 360 - CTO - TRAINEE DOR EVAL SMA	MISSION CRITICAL	1,200
BIDDLE - CRITICAL SMA - CANDIDATE TESTING SOFTWARE	MISSION CRITICAL	600
CPI - OPENFOX - WEAPON CJIS SOFTWARE SMA	MISSION CRITICAL	1,800
FRONTIER - VESTA 911 SYSTEM T&M	MISSION CRITICAL	9,600
MOTOROLA - FLEET EQUIPMENT MAINT	MISSION CRITICAL	6,700
MOTOROLA - RADIO SYSTEM SMA	MISSION CRITICAL	41,121
MOTOROLA - SPILLMAN CAD SMA	MISSION CRITICAL	48,497
XEROX - COPIER SMA	MISSION CRITICAL	4,635
XYBIX - CONSOLE REPAIR MAINTENANCE	MISSION CRITICAL	1,200
NETMOTION VPN SMA	MISSION CRITICAL - AGENCIES REIMBURSE CNTY	11,124
INFORMER SYSTEMS - SCHEDULE EXPRESS SMA	MISSION CRITICAL - ECC SCHEDULING SYSTEM	4,665

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<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
Total 001712.421600 - MAINT/REP EQUIPMENT		<u>163,661</u>

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<u>Name</u>	<u>Justification</u>	<u>Amount</u>
001712.422100 - TRAINING AND EDUCATION	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	12,068	1,366
		17,845
		23,711
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
ASSISTANT SPVR APCO CTO CERT	ASSISTANT SUPERVISOR INITIATIVE	996
ASSISTANT SPVR CDE REGISTRATION CERT	ASSISTANT SUPERVISOR INITIATIVE	1,556
PRIORITY DISPATCH - EMD-Q CERTIFICATION	DISCRETIONARY - NEW QA EE CERTIFICATION	550
APCO - CONFERENCE REGISTRATION	DISCRETIONARY - REGISTRATION 1 EE	500
SPILLMAN CONFERENCE REGISTRATION	DISCRETIONARY - REGISTRATION 1 EE	900
NENA CONFERENCE REGISTRATION	DISCRETIONARY - REGISTRATION 2 EE	1,250
PRIORITY DISPATCH - EMD RECERT	MANDATE	800
WVSP - WEAPON CERTIFICATION	MANDATE - NCIC NETWORK CERTIFICATION	800
PRIORITY DISPATCH - EMD INITIAL CERTIFICATION	MANDATE - NEW STAFF FILLING VACANCIES	3,000
APCO - TRAINING CERTIFICATION REGISTRATION	MANDATE - REGISTRATION FOR VACANCIES	1,032
SPILLMAN CONFERENCE REGISTRATION	MISSION CRITICAL - REGISTRATION 1 EE	900
SIEC - SIRM CONFERENCE	MISSION CRITICAL - REGISTRATION 2 PROGRAMMERS	300
NAVIGATOR EMD CONFERENCE	MISSION CRITICAL - TRAINING COSTS FOR EMD-Q'S	2,600
CONTINUING DISPATCH EDUCATION - VARIOUS CLASSES	MISSION CRITICAL - VARIOUS CLASSES SEE NOTES	5,293
APCO PSD1 40 HOUR CERT REGISTRATION	NEW DISPATCHER 3 EE	387
PRIORITY DISPATCH EMD CERT REGISTRATION	NEW DISPATCHER 3 EE	1,095
WVSP WEAPON CERT REGISTRATION	NEW DISPATCHER 3 EE	300
CONTINUING DISPATCH EDUCATION	NEW DISPATCHER 3 EE CDE	1,452
Total 001712.422100 - TRAINING AND EDUCATION		23,711

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	481	562	958	958
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
THE JOURNAL	DISCRETIONARY			208
APCO	MANDADE - ASSOC DUES FOR MGRS, CTOS, SPVRS			350
WV E911 COUNCIL	MANDATE - E911 COUNCIL VOTING MEMBER DUES			100
NENA - YEAR DUES	MISSION CRITICAL			300
Total 001712.422200 - DUES AND SUBSCRIPTIONS				958

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	12,008	8,000	12,000	12,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
EMD / EMS MEDICAL DIRECTOR CONTRACT	MANDATE - MEDICAL DIRECTOR OVERSEES EMD PROGRAM			12,000
Total 001712.422300 - PROFESSIONAL SERVICES				12,000

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001712.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	6,989	3,978	11,162	11,162
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
BACKGROUND INVESTIGATION - NEW EMPLOYEES		DISCRETIONARY - ANTICIPATED OPENINGS		3,000
BACKGROUND INVESTIGATION - NEW EMPLOYEES		MISSION CRITICAL		5,200
ATLANTIC OCCUPSYCH - NEW EMPLOYEES		MISSION CRITICAL - PRE-EMPLOYMENT PSYCHOLOGICAL		2,950
NORFOLK SOUTHERN RAILROAD		MISSION CRITICAL - RENT FOR BLUE RIDGE RADIO TOWER		12
Total 001712.423000 - CONTRACTED SERVICES				11,162

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,573	315	9,828	8,628
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
VARIOUS SUPPLIES FOR OFFICE				6,500
PUBLIC EDUCATION - COUNTY FAIR	MISSION CRITICAL - SUPPLIES FOR FAIR PROMOTING 911			1,120
PUBLIC EDUCATION - MEETINGS/TRAININGS/CLASSES	MISSION CRITICAL - SUPPLIES FOR OTHER PUB-ED			1,008
Total 001712.434100 - MATERIALS AND SUPPLIES				8,628

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.435300 - COMPUTER SOFTWARE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	191	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001712.435300 - COMPUTER SOFTWARE

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001712.435500 - INFORMATION TECH SUPPORT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	34,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
SPILLMAN MANAGED SERVICES	YEARLY CONTRACT FOR MANAGED SVCS - VS CAD ADMIN			34,000
Total 001712.435500 - INFORMATION TECH SUPPORT				34,000

NOTES:

Jefferson County Commission
Payroll Projection
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Amount

001712-COMMUNICATIONS CENTER

1158-ASHLEY, JESSICA		0404- 71220 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES			41,697
001712.410400-FICA TAX			2,199
001712.410401-MEDICARE EXPENSE			515
001712.410500-HEALTH INSURANCE			21,142
001712.410600-RETIREMENT			4,170
Totals 1158-ASHLEY, JESSICA			69,723
1044-BREEDEN, SHAWN		0404- 71214 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES			50,026
001712.410400-FICA TAX			3,029
001712.410401-MEDICARE EXPENSE			709
001712.410500-HEALTH INSURANCE			10,060
001712.410600-RETIREMENT			5,003
Totals 1044-BREEDEN, SHAWN			68,827
1110-BROWN, LORI		0513- 71227 EMD COORDINATOR-80HR	
001712.410300-EMPLOYEES SALARY AND WAGES			54,148
001712.410400-FICA TAX			2,971
001712.410401-MEDICARE EXPENSE			695
001712.410500-HEALTH INSURANCE			21,142
001712.410600-RETIREMENT			5,415
Totals 1110-BROWN, LORI			84,371
1008-COSTELLO, LYNN		0516- 71229 SUPERVISOR-PUB SFTY DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES			65,019
001712.410400-FICA TAX			3,491
001712.410401-MEDICARE EXPENSE			817
001712.410500-HEALTH INSURANCE			21,142
001712.410600-RETIREMENT			6,502
Totals 1008-COSTELLO, LYNN			96,971
1026-DUDASH, PAMELA		0404- 71212 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES			56,853
001712.410400-FICA TAX			3,223
001712.410401-MEDICARE EXPENSE			754
001712.410500-HEALTH INSURANCE			17,400
001712.410600-RETIREMENT			5,686
Totals 1026-DUDASH, PAMELA			83,916
1173-DUTKO, ELIZABETH		0205- 71201 ADMINISTRATIVE ASSISTANT-80HR	
001712.410300-EMPLOYEES SALARY AND WAGES			38,027
001712.410400-FICA TAX			2,301
001712.410401-MEDICARE EXPENSE			539
001712.410500-HEALTH INSURANCE			10,060
001712.410600-RETIREMENT			3,803
Totals 1173-DUTKO, ELIZABETH			54,730
1153-HAHN, RICHARD		0404- 71219 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES			41,799
001712.410400-FICA TAX			2,535
001712.410401-MEDICARE EXPENSE			593

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	<u>Amount</u>
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,180
Totals 1153-HAHN, RICHARD	59,167
1005-HAYDEN, JAMES 0516- 71228 SUPERVISOR-PUB SFTY DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	59,764
001712.410400-FICA TAX	3,320
001712.410401-MEDICARE EXPENSE	777
001712.410500-HEALTH INSURANCE	21,142
001712.410600-RETIREMENT	5,977
Totals 1005-HAYDEN, JAMES	90,980
1087-HESS, BROOKE 0516- 71231 SUPERVISOR-PUB SFTY DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	55,209
001712.410400-FICA TAX	3,037
001712.410401-MEDICARE EXPENSE	711
001712.410500-HEALTH INSURANCE	21,142
001712.410600-RETIREMENT	5,521
Totals 1087-HESS, BROOKE	85,620
1071-HOVERMALE, STACI 0404- 71215 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	48,451
001712.410400-FICA TAX	2,947
001712.410401-MEDICARE EXPENSE	690
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,846
Totals 1071-HOVERMALE, STACI	66,994
1211-KETCHENS, HEATHER 0404- 71225 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 1211-KETCHENS, HEATHER	54,406
1099-KING, KATHRYN 0404- 71217 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	44,364
001712.410400-FICA TAX	2,641
001712.410401-MEDICARE EXPENSE	618
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,437
Totals 1099-KING, KATHRYN	62,120
3021-MICHAEL, JOHN-MARK 0404- 71218 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,341
001712.410401-MEDICARE EXPENSE	548
001712.410500-HEALTH INSURANCE	153
001712.410600-RETIREMENT	3,776
Totals 3021-MICHAEL, JOHN-MARK	44,569
1075-MILLER, CHRISTINE 0404- 71216 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	45,493
001712.410400-FICA TAX	2,785
001712.410401-MEDICARE EXPENSE	652

Jefferson County Commission
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	<u>Amount</u>
001712.410500-HEALTH INSURANCE	411
001712.410600-RETIREMENT	4,550
Totals 1075-MILLER, CHRISTINE	53,891
3023-MURPHY, JOSEPH 0706- 71233 DEPUTY DIRECTOR OF COMMUNCATN	
001712.410300-EMPLOYEES SALARY AND WAGES	65,864
001712.410400-FICA TAX	3,698
001712.410401-MEDICARE EXPENSE	865
001712.410500-HEALTH INSURANCE	21,142
001712.410600-RETIREMENT	6,587
Totals 3023-MURPHY, JOSEPH	98,156
3038-OLIVER-MILLER, CAILEIGH 0404- 71241 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	38,505
001712.410400-FICA TAX	2,331
001712.410401-MEDICARE EXPENSE	545
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,851
Totals 3038-OLIVER-MILLER, CAILEIGH	55,292
1033-POLCZYNSKI, JEFFREY 0900- 71234 DIRECTOR OF COMMUNICATIONS	
001712.410300-EMPLOYEES SALARY AND WAGES	101,326
001712.410400-FICA TAX	6,170
001712.410401-MEDICARE EXPENSE	1,443
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	10,133
Totals 1033-POLCZYNSKI, JEFFREY	129,132
1084-SCHWEITZER, WILLIAM 0516- 71230 SUPERVISOR-PUB SFTY DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	56,859
001712.410400-FICA TAX	3,208
001712.410401-MEDICARE EXPENSE	751
001712.410500-HEALTH INSURANCE	17,400
001712.410600-RETIREMENT	5,686
Totals 1084-SCHWEITZER, WILLIAM	83,904
3037-STEGALL, ASHLEY 0404- 71240 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	38,505
001712.410400-FICA TAX	2,388
001712.410401-MEDICARE EXPENSE	559
001712.410500-HEALTH INSURANCE	153
001712.410600-RETIREMENT	3,851
Totals 3037-STEGALL, ASHLEY	45,456
8033-VACANT008033, POSITION 0404- 71204 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8033-VACANT008033, POSITION	54,406
8034-VACANT008034, POSITION 0404- 71205 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535

Jefferson County Commission
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	<u>Amount</u>
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8034-VACANT008034, POSITION	54,406
8035-VACANT008035, POSITION 0404- 71213 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8035-VACANT008035, POSITION	54,406
8036-VACANT008036, POSITION 0404- 71221 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8036-VACANT008036, POSITION	54,406
8037-VACANT008037, POSITION 0404- 71223 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8037-VACANT008037, POSITION	54,406
8038-VACANT008038, POSITION 0404- 71248 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	37,751
001712.410400-FICA TAX	2,284
001712.410401-MEDICARE EXPENSE	535
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	3,776
Totals 8038-VACANT008038, POSITION	54,406
8039-VACANT008039, POSITION 0527- 71260 CAD SYSTEMS ADMIN -80 HR	
001712.410300-EMPLOYEES SALARY AND WAGES	43,941
001712.410400-FICA TAX	2,668
001712.410401-MEDICARE EXPENSE	624
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,395
Totals 8039-VACANT008039, POSITION	61,688
1185-WIEGAND, JULIANNE 0404- 71222 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	41,270
001712.410400-FICA TAX	2,502
001712.410401-MEDICARE EXPENSE	586
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,127
Totals 1185-WIEGAND, JULIANNE	58,545
1195-WOODWARD, MAKENZIE 0404- 71224 DISPATCHER	
001712.410300-EMPLOYEES SALARY AND WAGES	40,107
001712.410400-FICA TAX	2,430
001712.410401-MEDICARE EXPENSE	569

Jefferson County Commission
Payroll Projection
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	<u>Amount</u>
001712.410500-HEALTH INSURANCE	10,060
001712.410600-RETIREMENT	4,011
Totals 1195-WOODWARD, MAKENZIE	<u>57,177</u>
Department Total-001712-COMMUNICATIONS CENTER	<u><u>1,917,272</u></u>

Jefferson County Commission
 Budget Summary
 Dept 713-FIRE DEPARTMENTS
 FY2021-2022

1/29/2021

001713-FIRE DEPARTMENTS	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	577,500	577,500	144,720	25.06%	665,000	15.15%
456731 IN-KIND CONTR-FRIENDSHIP VFD	49,336	0	74,081	0.00%	50,000	100.00%
456732 IN-KIND CONTR-CITIZENS VFD	186,113	0	209,663	0.00%	190,000	100.00%
456733 IN-KIND CONTR-SHEPHERDSTN VFD	170,490	0	173,436	0.00%	170,000	100.00%
456734 IN-KIND CONTR-INDEPENDENT VFD	363,894	0	337,373	0.00%	365,000	100.00%
456735 IN-KIND CONTR-BLUE RIDGE VFD	83,685	0	108,247	0.00%	83,000	100.00%
456736 IN-KIND CONTR-MIDDLEWAY VFD	48,485	0	50,545	0.00%	48,000	100.00%
456737 IN-KIND CONTR-BAKERTON VFD	14,180	0	26,437	0.00%	14,000	100.00%
TOTAL CONTRIBUTIONS TO OTH	1,493,683	577,500	1,124,502	194.72%	1,585,000	174.46%
DEPARTMENT GRAND TOTAL	1,493,683	577,500	1,124,502	194.72%	1,585,000	174.46%

Jefferson County Commission
Budget Detail
Dept 713-FIRE DEPARTMENTS
FY2021-2022

1/29/2021

Name	Justificaton	Amount		
001713-FIRE DEPARTMENTS				
001713.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	577,500	144,720	577,500	665,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
\$95,000 PER VFD (7 VFD TOTAL)		DISCRETIONARY		665,000
Total 001713.456700 - CONTR/TRSFR OTHR GOV UNIT				665,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456731 - IN-KIND CONTR-FRIENDSHIP VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	49,336	74,081	0	50,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			50,000
Total 001713.456731 - IN-KIND CONTR-FRIENDSHIP VFD				50,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456732 - IN-KIND CONTR-CITIZENS VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	186,113	209,663	0	190,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			190,000
Total 001713.456732 - IN-KIND CONTR-CITIZENS VFD				<u>190,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456733 - IN-KIND CONTR-SHEPHERDSTN VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	170,490	173,436	0	170,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			170,000
Total 001713.456733 - IN-KIND CONTR-SHEPHERDSTN VFD				170,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456734 - IN-KIND CONTR-INDEPENDENT VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	363,894	337,373	0	365,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			365,000
Total 001713.456734 - IN-KIND CONTR-INDEPENDENT VFD				365,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456735 - IN-KIND CONTR-BLUE RIDGE VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	83,685	108,247	0	83,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			83,000
Total 001713.456735 - IN-KIND CONTR-BLUE RIDGE VFD				83,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456736 - IN-KIND CONTR-MIDDLEWAY VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	48,485	50,545	0	48,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			48,000
Total 001713.456736 - IN-KIND CONTR-MIDDLEWAY VFD				48,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001713.456737 - IN-KIND CONTR-BAKERTON VFD	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	14,180	26,437	0	14,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
AMBULANCE FEE BILLINGS	DISCRETIONARY			14,000
Total 001713.456737 - IN-KIND CONTR-BAKERTON VFD				14,000

NOTES:

Jefferson County Commission
Emergency Services Funding
FY21 Operating Revenue

	<u>Fire</u>		<u>Ambulance</u>		<u>Total</u>	
<u>Provided by JCC</u>						
General County	577,500		2,622,847		3,200,347	
Ambulance Fee	-		1,006,973		1,006,973	
Ambulance Billing	-		979,782		979,782	
Subtotal JCC	<u>577,500</u>	34.3%	<u>4,609,602</u>	93.4%	<u>5,187,102</u>	78.4%
<u>Provided by VFD</u>						
Contributions	333,702		-		333,702	
WV State Contributions	381,626		-		381,626	
Ambulance Billing	-		326,594		326,594	
Gaming, Net	345,827		-		345,827	
Fundraising, Net	42,693		-		42,693	
Subtotal VFD	<u>1,103,848</u>	65.7%	<u>326,594</u>	6.6%	<u>1,430,442</u>	21.6%
Total Emergency Services	<u>1,681,348</u>		<u>4,936,196</u>		<u>6,617,544</u>	
	25.4%		74.6%			

NOTES:

* 2019 VFD 990's are used for FY21 Funding allocations

* Investment income is assumed to be restricted for Capital purchases. Grant revenue is assumed to be one time revenue for capital or equipment purchases. Neither revenue is available for Operating purposes.

Investment Income 2019 255,243

Grant Revenue 2019 375,055

* Ambulance Billing is primarily funded by JCC personnel. Although Ambulance Billing is derived from EMS Operations, the JCC has no say in how it is distributed; and, Ambulance Billing revenue is retained by the VFD.

*The JCC also includes EMS capital purchases in the Capital Outlay fund of \$210,000.

Jefferson County Commission
Fire Company Summary of Ambulance Billings

<u>Company</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Shepherdstown	183,855	202,388	242,743	292,501	262,477	227,320	231,248
Independent	397,197	420,400	402,340	456,568	504,592	485,192	449,830
Friendship	108,296	79,441	71,314	110,412	84,963	65,781	98,774
Citizens	149,641	175,497	199,620	254,932	274,769	248,151	279,551
Middleway	64,028	77,898	90,103	56,663	74,044	64,647	67,393
Blue Ridge	103,703	96,812	87,970	127,811	152,766	111,580	144,329
Bakerton	-	-	13,800	18,810	22,420	18,906	35,251
Totals	1,006,720	1,052,436	1,107,890	1,317,697	1,376,031	1,221,577	1,306,376

Breakdown of Revenue

VFD (25%)	251,680	263,109	276,973	329,424	344,008	305,394	326,594
JCESA/JCC (75%)	755,040	789,327	830,917	988,273	1,032,023	916,183	979,782
Total	1,006,720	1,052,436	1,107,890	1,317,697	1,376,031	1,221,577	1,306,376

JCC 75% by VFD

Shepherdstown	137,891	151,791	182,057	219,376	196,858	170,490	173,436
Independent	297,898	315,300	301,755	342,426	378,444	363,894	337,373
Friendship	81,222	59,581	53,486	82,809	63,722	49,336	74,081
Citizens	112,231	131,623	149,715	191,199	206,077	186,113	209,663
Middleway	48,021	58,424	67,577	42,497	55,533	48,485	50,545
Blue Ridge	77,777	72,608	65,978	95,858	114,575	83,685	108,247
Bakerton	-	-	10,349	14,108	16,814	14,180	26,437
Totals	755,040	789,327	830,917	988,273	1,032,023	916,183	979,782

Jefferson County Commission
Fire Company Summary
 Calendar Year 2019

	2019	CO3 Pg. 5 Shep	CO4 Pg. 7 Ind	CO1 Pg. 9 Friend	CO2 Pg. 11 Cit	CO6 Pg. 13 Middle	CO5 Pg. 15 Blue Rdg	CO7 Pg. 17 Baker
Balance Sheet								
Assets								
Cash	2,573,298	563,413	362,662	476,310	514,586	452,395	78,077	125,855
Accounts Receivable	25,668	-	-	-	11,868	-	-	13,800
Inventory	1,425	-	-	-	1,425	-	-	-
Prepaid Expenses	70,505	8,400	-	-	62,105	-	-	-
Investments	9,161,151	23,325	5,552,528	214,734	3,370,564	-	-	-
Fixed Assets	-	-	-	-	-	-	-	-
Land	1,912,426	468,407	-	-	987,252	100,000	266,767	90,000
Buildings	7,662,980	1,593,948	2,244,976	-	2,224,269	1,090,293	87,104	422,390
A/D	(3,401,344)	(992,508)	(1,012,965)	-	(1,009,764)	(175,987)	(87,104)	(123,016)
Leashold Improvements	75,747	-	-	-	26,700	-	35,888	13,159
A/D	(70,161)	-	-	-	(23,650)	-	(35,888)	(10,623)
Equipment	12,547,572	4,040,603	3,393,234	-	2,565,913	970,694	1,168,935	408,193
A/D	(8,504,611)	(2,376,757)	(2,383,765)	-	(2,146,649)	(329,342)	(1,022,486)	(245,612)
Other	2,204,347	-	-	2,096,466	107,881	-	-	-
A/D	(1,485,315)	-	-	(1,378,173)	(107,142)	-	-	-
Intangible Assets	18,931	-	-	-	-	6,619	8,262	4,050
Total Assets	22,792,619	3,328,831	8,156,670	1,409,337	6,585,358	2,114,672	499,555	698,196
Liabilities								
Deferred Revenue	-	-	-	-	-	-	-	-
Accounts Payable	29,914	-	-	-	27,264	1,805	346	499
Notes Payable	2,877,638	240,000	-	481,444	702,192	871,343	333,744	248,915
Total Liabilities	2,907,552	240,000	-	481,444	729,456	873,148	334,090	249,414
Fund Balance								
Unrestricted Net Assets	19,885,067	3,088,831	8,156,670	927,893	5,855,902	1,241,524	165,465	448,782
Total Liabilities & Net Assets	22,792,619	3,328,831	8,156,670	1,409,337	6,585,358	2,114,672	499,555	698,196
Income Statement								
Revenue	-	FEMA Gr	FEMA Grant	-	-	-	FEMA Grant	-
Contributions & Grants	375,055	30,000	144,762	142,476	25,253	25,584	6,980	-
Jefferson County Commission	437,500	95,000	95,000	82,500	-	-	82,500	82,500
WV State	381,626	56,012	54,269	54,269	54,269	54,269	54,269	54,269
Other	333,702	139,941	93,867	31,620	18,496	15,396	16,233	18,149
Ambulance Fire Billing	1,306,376	231,248	449,830	98,774	279,551	67,393	144,329	35,251
Fire Billing	80	80	-	-	-	-	-	-
Fundraising Revenue	144,461	87,103	9,458	-	47,368	-	-	532
Pizza Revenue	10,887	-	-	-	-	-	10,887	-
Concessions Revenue	40,508	-	-	-	-	27,348	13,160	-
Pool Water Revenue	20,368	-	-	-	-	-	20,368	-
Subtotal Fundraising	216,224	87,103	9,458	-	47,368	27,348	44,415	532
Gaming	-	-	-	-	-	-	-	-
Bingo	533,075	181,910	124,186	-	-	226,979	-	-
Other	1,535,112	619,177	234,732	-	-	681,203	-	-
Subtotal Gaming	2,068,187	801,087	358,918	-	-	908,182	-	-
Investment Income	255,243	11,374	140,803	4,992	97,881	189	4	-

Jefferson County Commission
Fire Company Summary
Calendar Year 2019

	2019	CO3 Pg. 5 Shep	CO4 Pg. 7 Ind	CO1 Pg. 9 Friend	CO2 Pg. 11 Cit	CO6 Pg. 13 Middle	CO5 Pg. 15 Blue Rdg	CO7 Pg. 17 Baker
Sale of Assets	1,637,823	-	809,232	123,472	631,619	-	55,000	18,500
Less: Book Value	(1,278,255)	-	(790,574)	(78,958)	(355,256)	-	(33,917)	(19,550)
Gain/Loss	359,568	-	18,658	44,514	276,363	-	21,083	(1,050)
Other & Rental Income	159,612	11,300	57,880	14,383	19,145	1,200	21,661	34,043
Total Revenue	5,893,173	1,463,145	1,423,445	473,528	818,326	1,099,561	391,474	223,694
Expenses								
Operating	30,000	30,000	-	-	-	-	-	-
Wages & Benefits	176,580	-	43,813	61,036	-	19,067	30,153	22,511
Accounting	40,390	-	11,286	9,500	2,146	4,843	9,060	3,555
Other Fees & Services	70,935	-	34,723	-	21,544	4,496	10,172	-
Advertising	-	-	-	-	-	-	-	-
Office Expense	73,253	-	-	2,764	18,438	25,087	17,060	9,904
Occupancy	310,071	115,504	87,835	-	40,020	22,402	22,003	22,307
Travel	783	-	-	783	-	-	-	-
Conferences	4,730	-	-	-	-	-	800	3,930
Interest	142,513	14,718	-	44,894	20,279	30,914	18,856	12,852
Depreciation	1,285,382	327,458	292,716	77,409	338,594	124,659	73,021	51,525
Insurance	323,647	55,929	101,726	20,382	48,658	26,465	48,052	22,435
Fire Supplies	262,835	-	67,936	20,043	42,437	39,849	59,117	33,453
Medical Supplies	221,675	30,005	30,502	21,422	68,620	23,515	33,445	14,166
Fuel	64,370	18,365	-	-	-	13,836	23,509	8,660
Other	599,962	142,300	184,091	164,213	96,620	9,800	-	2,938
Total Functional Expenses	3,607,126	734,279	854,628	422,446	697,356	344,933	345,248	208,236
Fundraising Exp	141,995	69,185	-	-	35,946	30,984	-	5,880
Concession	11,699	-	-	-	-	-	11,699	-
Pool Water	7,651	-	-	-	-	-	7,651	-
Pizza	12,186	-	-	-	-	-	12,186	-
Gaming Exp	1,722,360	666,965	277,076	-	-	778,319	-	-
Total Expenses	5,503,017	1,470,429	1,131,704	422,446	733,302	1,154,236	376,784	214,116
Net Surplus / (Deficit)	390,156	(7,284)	291,741	51,082	85,024	(54,675)	14,690	9,578
Non Cash Entries								
Add: Depreciation	1,285,382	327,458	292,716	77,409	338,594	124,659	73,021	51,525
Less: Principal Pmts Estimated	(281,335)	(100,000)	-	-	(86,554)	(34,317)	(25,050)	(35,414)
Cash Basis	1,394,203	220,174	584,457	128,491	337,064	35,667	62,661	25,689
Capital Needs								
Financed Purchases	481,444	-	-	481,444	-	-	-	-
Capital (Purchases)/Sales	(368,355)	(302,000)	(155,000)	(437,734)	566,066	(39,687)	-	-
Capital Cash Needs	1,507,292	(81,826)	429,457	172,201	903,130	(4,020)	62,661	25,689
NOTES:								
Net Fundraising	42,693	17,918	9,458	0	11,422	(3,636)	12,879	(5,348)
Net Gaming	345,827	134,122	81,842	0	0	129,863	0	0
Gaming Exp % of Rev	83%	83%	77%			86%		#DIV/0!
Adjusted Fund Balance (no FA)	11,832,047	595,138	5,915,190	691,044	3,960,548	452,395	78,077	139,655
Fund Bal as a % of Oper Exp	263%	48%	705%	200%	823%	43%	24%	71%
Months of operating	32	6	85	24	99	5	3	8
Years of operating	2.6	0.5	7.1	2.0	8.2	0.4	0.2	0.7
In-Kind Contribution 75% of Billing	979,782	173,436	337,373	74,081	209,663	50,545	108,247	26,438

Jefferson County Commission
Fire Company Summary

	2013	2014	2015	2016	2017	2018	2019	2018-2019 Change	2013-2019
Balance Sheet									
Assets									
Cash	2,615,101	2,011,331	1,554,102	1,561,074	2,147,915	2,298,398	2,573,298	274,900	(41,803)
Accounts Receivable	49,420	34,414	20,446	28,826	27,237	26,077	25,668		
Inventory	2,223	2,223	1,418	3,837	2,533	3,808	1,425		
Prepaid Expenses	-	-	57,529	78,913	84,500	80,897	70,505		
Investments	5,558,678	6,332,384	6,557,486	7,034,808	7,801,719	7,900,677	9,161,151	1,260,474	3,602,473
								<u>1,535,374</u>	<u>3,560,670</u>
Fixed Assets	5,363,498	-	-	-	-	-	-		
Land	2,042,426	2,287,426	2,287,426	2,287,426	2,287,426	1,912,426	1,912,426		
Buildings	4,749,429	6,805,110	7,024,279	7,467,728	7,657,343	7,663,768	7,662,980		
A/D	(1,466,298)	(2,397,877)	(2,589,252)	(2,786,547)	(2,994,384)	(3,203,234)	(3,401,344)		
Leashold Improvements	62,588	75,747	75,747	75,747	75,747	75,747	75,747		
A/D	(50,489)	(58,858)	(61,519)	(64,180)	(66,362)	(68,262)	(70,161)		
Equipment	6,791,784	9,162,358	9,356,859	10,223,163	10,438,258	12,778,983	12,547,572		
A/D	(4,392,452)	(6,491,613)	(6,594,421)	(7,017,271)	(5,849,425)	(8,431,915)	(8,504,611)		
Other	1,709,584	1,864,906	1,859,599	1,888,276	1,860,843	1,916,569	2,204,347		
A/D	(1,374,974)	(1,490,160)	(1,566,775)	(1,630,249)	(1,670,390)	(1,752,985)	(1,485,315)		
Intangible Assets	28,368	23,535	20,962	28,146	25,074	22,003	18,931		
Total Assets	21,688,886	18,160,926	18,003,886	19,179,697	21,828,034	21,222,957	22,792,619		
Liabilities									
Deferred Revenue	-	-	-	-	369	369	-		
Accounts Payable	8,031	29,033	33,854	12,351	103,551	4,427	29,914		
Notes Payable	1,714,391	1,539,289	1,235,700	2,087,843	2,908,692	2,679,742	2,877,638		
Total Liabilities	1,722,422	1,568,322	1,269,554	2,100,194	3,012,612	2,684,538	2,907,552	223,014	1,185,130
Fund Balance									
Unrestricted Net Assets	19,966,464	16,592,604	16,734,332	17,079,503	18,815,422	18,538,419	19,885,067		
Total Liabilities & Net Assets	21,688,886	18,160,926	18,003,886	19,179,697	21,828,034	21,222,957	22,792,619		
Income Statement									
Revenue									
Contributions & Grants	-	-	582,009	-	1,469,596	426,330	375,055		
Jefferson County Commission	30,500	270,344	395,125	455,000	712,470	730,000	437,500		
WV State	612,213	740,295	595,529	543,429	349,874	373,559	381,626		
Other	342,144	337,664	331,452	337,236	319,712	406,355	333,702		
Ambulance Billing	1,006,720	1,052,436	1,107,890	1,317,697	1,376,031	1,221,577	1,306,376		
Fire Billing	2,025	24,149	1,290	800	640	117	80		
Fundraising Revenue	117,839	119,533	105,031	111,773	126,897	101,993	144,461		
Pizza Revenue	-	-	-	-	50,364	19,510	10,887		
Concessions Revenue	30,937	33,503	35,096	53,154	48,335	40,131	40,508		
Pool Water Revenue	9,843	3,330	8,002	4,968	16,438	11,248	20,368		
Subtotal Fundraising	158,619	156,366	148,129	169,895	242,034	172,882	216,224		
Gaming	-	-	-	-	837,295	863,945	-		
Bingo	222,402	164,501	183,758	652,308	300,802	281,070	533,075		
Other	545,987	656,256	690,081	1,104,880	846,602	880,224	1,535,112		
Subtotal Gaming	768,389	820,757	873,839	1,757,188	1,984,699	2,025,239	2,068,187		
Investment Income	379,691	242,804	220,075	187,638	240,954	230,021	255,243		

Jefferson County Commission
Fire Company Summary

	2013	2014	2015	2016	2017	2018	2019	2018-2019 Change	2013-2019
Sale of Assets	1,738,809	772,816	1,589,593	567,106	1,765,850	913,285	1,637,823		
Less: Book Value	(1,589,982)	(589,473)	(1,093,996)	(477,435)	(1,549,990)	(747,809)	(1,278,255)		
Gain/Loss	148,827	183,343	495,597	89,671	215,860	165,476	359,568		
Other & Rental Income	55,320	71,268	76,636	81,914	84,042	115,121	159,612		
Total Revenue	3,504,448	3,899,426	4,827,571	4,940,468	6,995,912	5,866,677	5,893,173		
Expenses									
Operating	-	-	582,009	6,323	258,250	-	30,000		
Wages & Benefits	123,621	107,160	123,759	130,432	119,620	138,987	176,580		
Accounting	23,075	53,898	16,575	25,005	25,341	28,270	40,390		
Other Fees & Services	61,633	62,618	70,224	69,131	84,700	70,792	70,935		
Advertising	946	988	2,002	904	-	191	-		
Office Expense	30,403	37,797	80,227	60,963	58,741	78,316	73,253		
Occupancy	202,655	196,034	289,905	330,514	319,764	297,376	310,071		
Travel	1,502	-	10,567	-	585	61	783		
Conferences	17,762	11,652	13,059	4,735	11,000	7,521	4,730		
Interest	54,875	80,774	67,106	60,473	99,849	101,364	142,513		
Depreciation	680,727	1,027,002	1,144,369	1,041,731	1,260,203	1,368,436	1,285,382		
Insurance	328,486	262,641	401,090	420,734	449,003	429,968	323,647		
Fire Supplies	77,648	161,429	172,686	241,435	281,921	179,293	262,835		
Medical Supplies	143,564	183,702	123,537	247,766	276,262	248,047	221,675		
Fuel	72,514	186,679	141,396	142,208	181,706	93,843	64,370		
Other	716,096	466,962	628,596	483,406	408,872	573,308	599,962		
Total Functional Expenses	2,535,507	2,839,336	3,867,107	3,265,760	3,835,817	3,615,773	3,607,126		
Fundraising Exp	64,638	117,704	105,718	102,919	109,545	102,186	141,995		
Concession					12,621	6,165	11,699		
Pool Water					10,567	4,027	7,651		
Pizza					35,076	15,405	12,186		
Gaming Exp	634,893	645,894	602,324	1,485,540	1,625,132	1,703,565	1,722,360		
Total Expenses	3,235,038	3,602,934	4,575,149	4,854,219	5,628,758	5,447,121	5,503,017		
Net Surplus / (Deficit)	269,410	296,492	252,422	86,249	1,367,154	419,556	390,156		
Non Cash Entries									
Add: Depreciation	680,727	1,027,002	1,144,369	1,041,731	1,260,203	1,368,436	1,285,382		
Less: Principal Pmts Estimated	(306,000)	(378,000)	(208,730)	(252,554)	(154,484)	(344,580)	(281,335)		
Cash Basis	644,137	945,494	1,188,061	875,426	2,472,873	1,443,412	1,394,203		
Capital Needs									
Financed Purchases	-	82,000	80,000	950,000	1,015,820	120,000	481,444		
Capital (Purchases)/Sales	-	(92,000)	(424,807)	(1,445,675)	(2,465,448)	(1,735,984)	(368,355)		
Capital Cash Needs	644,137	935,494	843,254	379,751	1,023,245	(172,572)	1,507,292		
NOTES:									
Net Fundraising	93,981	38,662	42,411	66,976	132,489	70,696	74,229		
Net Gaming	133,496	174,863	271,515	271,648	359,567	321,674	345,827		
Gaming Exp % of Rev	83%	79%	69%	85%	82%	84%	83%		

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet					
Assets					
Cash	564,047	446,403	465,492	591,982	563,413
Accounts Receivable					
Inventory					
Prepaid Expenses		16,505	17,014	13,145	8,400
Investments	23,325	23,325	23,325	23,325	23,325
Fixed Assets					
Land	468,407	468,407	468,407	468,407	468,407
Buildings	1,387,143	1,387,143	1,576,758	1,576,758	1,593,948
A/D	(820,586)	(856,878)	(899,312)	(944,908)	(992,508)
Leashold Improvements					
A/D					
Equipment	2,689,353	3,136,481	1,950,529	3,754,615	4,040,603
A/D	(1,899,951)	(1,871,154)	-	(2,058,485)	(2,376,757)
Other	40,865	43,969	-	50,059	-
A/D	(32,661)	(34,553)	-	(38,414)	-
Intangible Assets			-	-	-
Total Assets	2,419,942	2,759,648	3,602,213	3,436,484	3,328,831
Liabilities					
Deferred Revenue			369	369	-
Accounts Payable	9,689	-	-	-	-
Notes Payable	200,000	540,000	525,000	340,000	240,000
Total Liabilities	209,689	540,000	525,369	340,369	240,000
Fund Balance					
Unrestricted Net Assets	2,210,253	2,219,648	3,076,844	3,096,115	3,088,831
Total Liabilities & Net Assets	2,419,942	2,759,648	3,602,213	3,436,484	3,328,831
Income Statement					
Revenue					
					FEMA Gr
Contributions & Grants	582,009		1,154,316	25,781	30,000
Jefferson County Commission	43,375	70,000	87,470	85,000	95,000
WV State	208,715	111,035	49,982	53,353	56,012
Other	94,000	83,440	95,325	137,028	139,941
Ambulance/ Fire Billing	242,743	292,501	262,477	227,320	231,248
Fire Billing	1,290	800	640	117	80
Fundrasing Revenue	72,130	71,386	83,292	74,289	87,103
Pizza Revenue					
Concessions Revenue					
Pool Water Revenue					
Subtotal Fundraising	72,130	71,386	83,292	74,289	87,103
Gaming					
Bingo	140,780	134,719	169,552	165,201	181,910
Other-Pull Tabs	461,133	467,415	531,915	630,184	619,177
Subtotal Gaming	601,913	602,134	701,467	795,385	801,087
Investment Income	4,199	3,235	3,662	6,930	11,374

Jefferson County Commission
Shepherdstown Fire Department
PO Box F, Shepherdstown, WV 25443 304.876.2311
EIN 55-6022120

	2015	2016	2017	2018	2019
Sale of Assets	100	10,700	-	40,000	-
Less: Book Value		(10,012)	-	-	-
Gain/Loss	100	688	-	40,000	-
Other & Rental Income	8,472	10,100	7,785	11,850	11,300
Total Revenue	1,858,946	1,245,319	2,446,416	1,457,053	1,463,145
Expenses			FEMA Grant	FEMA Grant	FEMA Grant
Operating	582,009	6,323	258,250		30,000
Wages & Benefits		-	-	-	-
Accounting					
Other Fees & Services					
Advertising					
Office Expense					
Occupancy	90,028	132,362	125,335	108,630	115,504
Travel					
Conferences					
Interest	7,834	12,152	18,809	15,372	14,718
Depreciation	235,807	254,407	293,730	334,165	327,458
Insurance	74,172	72,563	53,773	58,284	55,929
Fire Supplies					
Medical Supplies	23,266	40,050	52,279	32,041	30,005
Fuel	42,118	15,335	65,269	19,686	18,365
Other	129,071	156,167	82,599	164,346	142,300
Total Functional Expenses	1,184,305	689,359	950,044	732,524	734,279
Fundraising Exp	51,457	51,706	64,536	65,398	69,185
Concession					
Pool Water					
Pizza					
Gaming Exp	495,623	494,859	574,640	643,931	666,965
Total Expenses	1,731,385	1,235,924	1,589,220	1,441,853	1,470,429
Net Surplus / (Deficit)	127,561	9,395	857,196	15,200	(7,284)
Non Cash Entries					
Add: Depreciation	235,807	254,407	293,730	334,165	327,458
Less: Principal Pmts Estimated	(130,000)	(150,000)	-	(185,000)	(100,000)
Cash Basis	233,368	113,802	1,150,926	164,365	220,174
Capital Needs					
Financed Purchases	-	340,000	-	-	-
Capital (Purchases)/Sales	(160,000)	(450,000)	(1,000,000)	(1,000,000)	(302,000)
Capital Cash Needs	73,368	3,802	150,926	(835,635)	(81,826)
NOTES:					
Net Fundraising	20,673	19,680	18,756	8,891	17,918
Net Gaming	106,290	107,275	126,827	151,454	134,122
Gaming Exp % of Rev	82%	82%	82%	81%	83%

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet					
Assets					
Cash	389,922	490,435	647,274	575,828	362,662
Accounts Receivable					
Inventory					
Prepaid Expenses			-	-	-
Investments	3,856,469	4,266,449	4,704,309	4,685,343	5,552,528
Fixed Assets					
Land				-	-
Buildings	2,228,642	2,228,642	2,228,642	2,233,142	2,244,976
A/D	(747,524)	(815,700)	(883,261)	(950,801)	(1,012,965)
Leashold Improvements					
A/D					
Equipment	2,909,861	2,999,908	3,241,120	3,386,891	3,393,234
A/D	(2,001,140)	(2,210,254)	(2,415,884)	(2,621,966)	(2,383,765)
Other	22,102		-	-	-
A/D	(22,102)		-	-	-
Intangible Assets		-	-	-	-
Total Assets	6,636,230	6,959,480	7,522,200	7,308,437	8,156,670
Liabilities					
Deferred Revenue					
Accounts Payable	1,452	-	-	-	-
Notes Payable	-	-	-	-	-
Total Liabilities	1,452	-	-	-	-
Fund Balance					
Unrestricted Net Assets	6,634,778	6,959,480	7,522,200	7,308,437	8,156,670
Total Liabilities & Net Assets	6,636,230	6,959,480	7,522,200	7,308,437	8,156,670
Income Statement					
Revenue					
Contributions & Grants			196,667		FEMA Grant 144,762
Jefferson County Commission	53,375	60,000	85,000	85,000	95,000
WV State	120,988	168,044	49,982	53,353	54,269
Other	89,047	146,695	98,695	185,139	93,867
Ambulance Fire Billing	402,340	456,568	504,592	485,192	449,830
Fire Billing			-	-	-
Fundraising Revenue			8,161	8,118	9,458
Pizza Revenue					
Concessions Revenue					
Pool Water Revenue					
Subtotal Fundraising	-	-	8,161	8,118	9,458
Gaming					
Bingo	29,709	117,313	131,250	115,869	124,186
Other	132,737	229,724	273,598	222,154	234,732
Subtotal Gaming	162,446	347,037	404,848	338,023	358,918
Investment Income	121,101	97,543	123,737	129,109	140,803

	2015	2016	2017	2018	2019
Sale of Assets	916,362	65,000	1,508,789	468,766	809,232
Less: Book Value	(902,625)	(35,971)	(1,378,674)	(461,370)	(790,574)
Gain/Loss	13,737	29,029	130,115	7,396	18,658
Other & Rental Income	43,184	46,890	39,615	34,751	57,880
Total Revenue	1,006,218	1,351,806	1,641,412	1,326,081	1,423,445

Expenses

Operating			-	-	-
Wages & Benefits	85,032	74,462	66,467	57,679	43,813
Accounting	5,470	8,051	6,320	5,585	11,286
Other Fees & Services	39,121	38,916	45,389	33,589	34,723
Advertising					
Office Expense	6,022				
Occupancy	93,344	76,722	75,753	70,614	87,835
Travel					
Conferences	9,032				
Interest	7,508		-	-	-
Depreciation	332,815	256,701	273,195	273,622	292,716
Insurance	194,921	178,439	209,706	186,100	101,726
Fire Supplies					67,936
Medical Supplies		74,356	65,547	80,969	30,502
Fuel			17,933	14,660	-
Other	258,276	189,755	232,597	168,488	184,091
Total Functional Expenses	1,031,541	897,402	992,907	891,306	854,628

Fundraising Exp			-	-	-
Concession					
Pool Water					
Pizza					
Gaming Exp	67,602	291,321	326,318	305,204	277,076
Total Expenses	1,099,143	1,188,723	1,319,225	1,196,510	1,131,704

Net Surplus / (Deficit)	(92,925)	163,083	322,187	129,571	291,741

Non Cash Entries

Add: Depreciation	332,815	256,701	273,195	273,622	292,716
Less: Principal Pmts Estimated	-	-	-	-	-
Cash Basis	239,890	419,784	595,382	403,193	584,457

Capital Needs

Financed Purchases			-	-	-
Capital Purchases	(17,000)	(90,000)	(241,212)	(145,000)	(155,000)
Capital Cash Needs	222,890	329,784	354,170	258,193	429,457

NOTES:

Net Fundraising	-	-	8,161	8,118	9,458
Net Gaming	94,844	55,716	78,530	32,819	81,842
Gaming Exp % of Rev	42%	84%	81%	90%	77%

Jefferson County Commission
 Friendship Fire Company of Harpers Ferry
 PO Box 126, Harpers Ferry, WV 25425 304.535.2211
 EIN 55-6027988
 Officers and other paid employees

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet					
Assets					
Cash	199,374	150,238	235,692	406,068	476,310
Accounts Receivable	-				
Inventory					
Prepaid Expenses			-	-	-
Investments	335,112	340,595	334,095	321,478	214,734
Fixed Assets					
Land			-	-	-
Buildings			-	-	-
A/D			-	-	-
Leashold Improvements					
A/D					
Equipment			-	-	-
A/D			-	-	-
Other	1,690,750	1,738,425	1,753,241	1,758,629	2,096,466
A/D	(1,410,981)	(1,492,786)	(1,566,089)	(1,607,764)	(1,378,173)
Intangible Assets					
			-	-	-
Total Assets	814,255	736,472	756,939	878,411	1,409,337
Liabilities					
Deferred Revenue					
Accounts Payable	819	715	821	1,600	-
Notes Payable	41,966	21,412	-	-	481,444
Total Liabilities	42,785	22,127	821	1,600	481,444
Fund Balance					
Unrestricted Net Assets	771,470	714,345	756,118	876,811	927,893
Total Liabilities & Net Assets	814,255	736,472	756,939	878,411	1,409,337
Income Statement					
Revenue					
Contributions & Grants			14,113		142,476
Jefferson County Commission	60,000	10,000	85,000	180,000	82,500
WV State	53,132	54,602	49,982	53,397	54,269
Other	41,931	51,014	52,760	44,528	31,620
Ambulance Fire Billing	71,314	110,412	84,963	65,781	98,774
Fire Billing			-	-	-
Fundraising Revenue			-	-	-
Pizza Revenue					
Concessions Revenue					
Pool Water Revenue					
Subtotal Fundraising	-	-	-	-	-
Gaming					
Bingo			-	-	-
Other			-	-	-
Subtotal Gaming	-	-	-	-	-
Investment Income	8,433	11,217	20,400	7,450	4,992

Jefferson County Commission
 Friendship Fire Company of Harpers Ferry
 PO Box 126, Harpers Ferry, WV 25425 304.535.2211
 EIN 55-6027988
 Officers and other paid employees

	2015	2016	2017	2018	2019
Sale of Assets	43	24,479	3,921	1,444	123,472
Less: Book Value	-	(29,313)	-	-	(78,958)
Gain/Loss	43	(4,834)	3,921	1,444	44,514
Other & Rental Income	11,019	3,676	13,209	24,744	14,383
Total Revenue	245,872	236,087	324,348	377,344	473,528

Expenses

Operating			-	-	-
Wages & Benefits	16,831	16,447	14,649	26,357	61,036
Accounting	4,550		4,625	4,975	9,500
Other Fees & Services					
Advertising					
Office Expense	11,560	2,996	2,911	3,943	2,764
Occupancy			-	-	-
Travel				61	783
Conferences					
Interest	2,578	1,754	895	46	44,894
Depreciation	78,739	81,805	73,303	41,675	77,409
Insurance	44,075	38,765	23,412	32,533	20,382
Fire Supplies	21,569	18,700	26,806	11,213	20,043
Medical Supplies	18,477	16,406	17,898	17,812	21,422
Fuel	8,233	7,197	6,444	6,795	-
Other	102,051	109,142	61,726	111,241	164,213
Total Functional Expenses	308,663	293,212	232,669	256,651	422,446

Fundraising Exp			-	-	-
Concession					
Pool Water					
Pizza					
Gaming Exp			-	-	-
Total Expenses	308,663	293,212	232,669	256,651	422,446

Net Surplus / (Deficit)	(62,791)	(57,125)	91,679	120,693	51,082

Non Cash Entries

Add: Depreciation	78,739	81,805	73,303	41,675	77,409
Less: Principal Pmts Estimated	(19,730)	(20,554)	(21,412)	-	-
Cash Basis	(3,782)	4,126	143,570	162,368	128,491

Capital Needs

Financed Purchases			-	-	481,444
Capital Purchases	(30,807)	(47,675)	(14,816)	(5,388)	(437,734)
Capital Cash Needs	(34,589)	(43,549)	128,754	156,980	172,201

NOTES:

Net Fundraising	-	-	-	-	-
Net Gaming	-	-	-	-	-
Gaming Exp % of Rev					

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet					
Assets					
Cash	124,456	149,430	220,208	145,237	514,586
Accounts Receivable	6,646	7,531	13,437	12,277	11,868
Inventory	1,418	3,837	2,533	3,808	1,425
Prepaid Expenses	57,529	62,408	67,486	67,752	62,105
Investments	2,342,580	2,404,439	2,739,990	2,870,531	3,370,564
Fixed Assets					
Land	1,362,252	1,362,252	1,362,252	987,252	987,252
Buildings	2,230,502	2,252,156	2,252,156	2,254,081	2,224,269
A/D	(790,779)	(848,245)	(905,958)	(961,544)	(1,009,764)
Leashold Improvements	26,700	26,700	26,700	26,700	26,700
A/D	(18,936)	(20,115)	(21,293)	(22,472)	(23,650)
Equipment	1,888,362	2,109,051	3,090,222	3,102,167	2,565,913
A/D	(1,315,566)	(1,513,789)	(1,905,745)	(2,324,876)	(2,146,649)
Other	105,882	105,882	107,602	107,881	107,881
A/D	(101,031)	(102,910)	(104,301)	(106,807)	(107,142)
Intangible Assets		-	-	-	-
Total Assets	5,920,015	5,998,627	6,945,289	6,161,987	6,585,358
Liabilities					
Deferred Revenue					
Accounts Payable	15,679	11,011	50,827	150	27,264
Notes Payable	-	-	877,513	790,959	702,192
Total Liabilities	15,679	11,011	928,340	791,109	729,456
Fund Balance					
Unrestricted Net Assets	5,904,336	5,987,616	6,016,949	5,370,878	5,855,902
Total Liabilities & Net Assets	5,920,015	5,998,627	6,945,289	6,161,987	6,585,358
Income Statement					
Revenue					
Contributions & Grants			5,000	18,956	25,253
Jefferson County Commission	108,375	85,000	95,000	95,000	-
WV State	57,613	63,687	49,982	53,397	54,269
Other	40,612	20,394	16,749	12,233	18,496
Ambulance Fire Billing	199,620	254,932	274,769	248,151	279,551
Fire Billing					
Fundraising Revenue	31,734	40,387	35,444	19,586	47,368
Pizza Revenue					
Concessions Revenue		-			
Pool Water Revenue		-			
Subtotal Fundraising	31,734	40,387	35,444	19,586	47,368
Gaming					
Bingo	-		-	-	-
Other			-	-	-
Subtotal Gaming	-	-	-	-	-
Investment Income	86,210	75,486	92,976	86,278	97,881

	2015	2016	2017	2018	2019
Sale of Assets	518,648	336,997	234,140	336,361	631,619
Less: Book Value	(167,371)	(331,456)	(164,749)	(286,439)	(355,256)
Gain/Loss	351,277	5,541	69,391	49,922	276,363
Other & Rental Income	13,961	21,248	23,433	43,776	19,145
Total Revenue	889,402	566,675	662,744	627,299	818,326

Expenses

Operating			-	-	-
Wages & Benefits		-	-	-	-
Accounting				2,065	2,146
Other Fees & Services	23,103	20,178	21,849	20,848	21,544
Advertising	1,104				
Office Expense	9,048	9,605	14,366	17,057	18,438
Occupancy	41,474	41,475	36,081	43,014	40,020
Travel			585		
Conferences		-			
Interest	5,178	-	22,390	22,435	20,279
Depreciation	300,979	280,867	456,016	514,288	338,594
Insurance	38,351	46,474	76,346	58,757	48,658
Fire Supplies	66,408	26,757	35,846	42,646	42,437
Medical Supplies	53,881	64,732	61,225	64,358	68,620
Fuel	58,562	78,856	45,534		
Other	45,290	23,996	23,492	123,364	96,620
Total Functional Expenses	643,378	592,940	793,730	908,832	697,356

Fundraising Exp	16,520	-	17,819	7,242	35,946
Concession					
Pool Water					
Pizza					
Gaming Exp			-	-	-
Total Expenses	659,898	592,940	811,549	916,074	733,302

Net Surplus / (Deficit)	229,504	(26,265)	(148,805)	(288,775)	85,024

Non Cash Entries

Add: Depreciation	300,979	280,867	456,016	514,288	338,594
Less: Principal Pmts Estimated	-	-	(20,000)	(86,554)	(86,554)
Cash Basis	530,483	254,602	287,211	138,959	337,064

Capital Needs

Financed Purchases			920,000		
Capital (Purchases)/Sales	(68,000)	(242,000)	(985,000)		566,066
Capital Cash Needs	462,483	12,602	222,211	138,959	903,130

NOTES:

Net Fundraising	15,214	40,387	17,625	12,344	11,422
Net Gaming	-	-	-	-	-
Gaming Exp % of Rev					

Jefferson County Commission
Middleway Volunteer Fire Co.
PO Box 1, Summit Point, WV 25446 304.582.0204
EIN 26-1773406
Officers are paid

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet					
Assets					
Cash	215,092	233,061	454,380	454,993	452,395
Accounts Receivable	-	-			
Inventory					
Prepaid Expenses			-	-	-
Investments			-	-	-
Fixed Assets					
Land	100,000	100,000	100,000	100,000	100,000
Buildings	668,498	1,090,293	1,090,293	1,090,293	1,090,293
A/D	(62,481)	(87,283)	(116,852)	(146,420)	(175,987)
Leashold Improvements		-			
A/D		-			
Equipment	195,711	339,811	468,411	931,007	970,694
A/D	(132,153)	(158,525)	(177,909)	(235,352)	(329,342)
Other			-	-	-
A/D			-	-	-
Intangible Assets, net	11,026	9,924	8,823	7,721	6,619
Total Assets	995,693	1,527,281	1,827,146	2,202,242	2,114,672

Liabilities					
Deferred Revenue					
Accounts Payable			48,259	383	1,805
Notes Payable	502,296	969,670	938,399	905,660	871,343
Total Liabilities	502,296	969,670	986,658	906,043	873,148

Fund Balance					
Unrestricted Net Assets	493,397	557,611	840,488	1,296,199	1,241,524
Total Liabilities & Net Assets	995,693	1,527,281	1,827,146	2,202,242	2,114,672

Income Statement			FEMA Grant	FEMA Grant	FEMA Grant
Revenue					
Contributions & Grants			99,500	381,593	25,584
Jefferson County Commission	10,000	60,000	170,000	95,000	-
WV State	47,613	48,687	49,982	53,353	54,269
Other	21,717	14,097	20,505	9,165	15,396
Ambulance Fire Billing	90,103	56,663	74,044	64,647	67,393
Fire Billing			-	-	-
Fundraising Revenue			-	-	-
Pizza Revenue					
Concessions Revenue		17,154	27,395	27,939	27,348
Pool Water Revenue		-			
Subtotal Fundraising	-	17,154	27,395	27,939	27,348
Gaming			837,295	863,945	-
Bingo	13,269	165,934	-	-	226,979
Other	96,211	407,741	-	-	681,203
Subtotal Gaming	109,480	573,675	837,295	863,945	908,182
Investment Income	121	153	172	249	189

Jefferson County Commission
Middleway Volunteer Fire Co.
PO Box 1, Summit Point, WV 25446 304.582.0204
EIN 26-1773406
Officers are paid

	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Sale of Assets			15,000	3,000	-
Less: Book Value			(5,400)	-	-
Gain/Loss	-	-	9,600	3,000	-
Rental Income			-	-	1,200
Total Revenue	279,034	770,429	1,288,493	1,498,891	1,099,561

Expenses

Operating			-	-	-
Wages & Benefits		6,818	5,920	4,265	19,067
Accounting	400	3,758	3,882	3,955	4,843
Other Fees & Services		3,119	8,158	7,559	4,496
Advertising					
Office Expense	34,659	26,401	14,847	27,286	25,087
Occupancy	12,963	29,351	24,808	28,451	22,402
Travel					
Conferences		630	3,608	4,306	-
Interest	25,221	21,360	33,959	32,515	30,914
Depreciation	37,739	51,383	62,654	88,112	124,659
Insurance	5,137	16,072	23,998	27,829	26,465
Fire Supplies	56,404	29,777	48,702	34,175	39,849
Medical Supplies	13,511	12,502	36,461	12,764	23,515
Fuel	7,596	5,686	9,657	11,256	13,836
Other	16,105	1,238	7,490	3,731	9,800
Total Functional Expenses	209,735	208,095	284,144	286,204	344,933

Direct Exp (Conc & Pool Wtr)		15,293	27,190	29,546	30,984
Concession					
Pool Water					
Pizza					
Gaming	39,099	482,827	694,282	727,430	778,319
Total Expenses	248,834	706,215	1,005,616	1,043,180	1,154,236

Net Surplus / (Deficit)	30,200	64,214	282,877	455,711	(54,675)

Non Cash Entries

Add: Depreciation	37,739	51,383	62,654	88,112	124,659
Less: Principal Pmts Estimated	(17,000)	(32,000)	(31,271)	(32,739)	(34,317)
Cash Basis	50,939	83,597	314,260	511,084	35,667

Capital Needs

Financed Purchases	80,000	480,000	-	-	-
Capital Purchases	(94,000)	(566,000)	(128,600)	(462,596)	(39,687)
Capital Cash Needs	36,939	(2,403)	185,660	48,488	(4,020)

NOTES:

Net Fundraising	-	1,861	205	(1,607)	(3,636)
Net Gaming	70,381	90,848	143,013	136,515	129,863
Gaming Exp % of Rev	36%	84%	83%	84%	86%

Jefferson County Commission
Blue Ridge Mountain Volunteer Fire Co.
181 Keyes Gap Road, Harpers Ferry, WV 25425 304-725-8118
EIN 33-1147581
Has paid employee

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Balance Sheet						
Assets						
Cash	16,230	3,469	10,548	24,575	17,921	78,077
Accounts Receivable	-	-	7,495	-	-	-
Inventory						
Prepaid Expenses						
Investments						
Fixed Assets						
Land	266,767	266,767	266,767	266,767	266,767	266,767
Buildings	87,104	87,104	87,104	87,104	87,104	87,104
A/D	(87,104)	(87,104)	(87,104)	(87,104)	(87,104)	(87,104)
Leashold Improvements	35,888	35,888	35,888	35,888	35,888	35,888
A/D	(34,474)	(35,040)	(35,605)	(35,888)	(35,888)	(35,888)
Equipment	1,395,753	1,341,024	1,391,344	1,395,908	1,188,935	1,168,935
A/D	(1,049,011)	(1,029,373)	(1,095,709)	(1,159,287)	(971,047)	(1,022,486)
Other						
A/D						
Intangible Assets	-	-	9,757	9,258	8,760	8,262
Total Assets	631,153	582,735	590,485	537,221	511,336	499,555

Liabilities

Deferred Revenue						
Accounts Payable	5,138	625	625	3,644	1,767	346
Notes Payable	245,852	232,039	353,867	369,081	358,794	333,744
Total Liabilities	250,990	232,664	354,492	372,725	360,561	334,090

Fund Balance

Unrestricted Net Assets	380,163	350,071	235,993	164,496	150,775	165,465
Total Liabilities & Net Assets	631,153	582,735	590,485	537,221	511,336	499,555

Income Statement

Revenue

Contributions & Grants						FEMA Grant 6,980
Jefferson County Commission	80,219	60,000	85,000	95,000	95,000	82,500
WV State	46,816	47,613	48,687	49,982	53,353	54,269
Other	9,216	24,770	4,789	5,749	-	16,233
Ambulance Fire Billing	96,812	87,970	127,811	152,766	111,580	144,329
Fire Billing						
Fundraising Revenue	-	1,167				
Pizza Revenue				50,364	19,510	10,887
Concessions Revenue	10,996	35,096	36,000	20,940	12,192	13,160
Pool Water Revenue	3,330	4,403	4,968	16,438	11,248	20,368
Subtotal Fundraising	14,326	40,666	40,968	87,742	42,950	44,415
Gaming						
Bingo	-	-				

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	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Other						
<i>Subtotal Gaming</i>	-	-	-	-	-	-
Investment Income	13	9	4	7	5	4
Sale of Assets	-	14,440			60,214	55,000
Less: Book Value	-	-			-	(33,917)
Gain/Loss	-	14,440	-	-	60,214	21,083
Rental Income						21,661
Total Revenue	247,402	275,468	307,259	391,246	363,102	391,474
Expenses						
Operating						
Wages & Benefits	-	21,896	32,705	32,584	32,706	30,153
Accounting	5,860	5,505	8,410	7,379	8,145	9,060
Other Fees & Services	6,330	8,000	6,918	8,699	8,796	10,172
Advertising						
Office Expense	15,424	11,546	15,459	13,851	17,467	17,060
Occupancy	17,184	23,068	23,444	34,469	24,114	22,003
Travel						
Conferences	5,886	600	3,085	4,095	2,035	800
Interest	29,366	12,083	19,817	17,882	19,553	18,856
Depreciation	81,453	78,928	67,108	64,360	74,232	73,021
Insurance	31,874	40,073	50,773	39,212	47,257	48,052
Fire Supplies	45,160	28,305	102,166	121,989	61,311	59,117
Medical Supplies	14,266	14,402	27,791	29,293	23,127	33,445
Fuel	31,141	24,887	27,741	30,666	32,483	23,509
Other	-	-	-	-	-	-
Total Functional Expenses	283,944	269,293	385,417	404,479	351,226	345,248
Direct Exp (Conc & Pool Wtr)	10,155	36,267	35,920	-	-	-
Concession				12,621	6,165	11,699
Pool Water				10,567	4,027	7,651
Pizza				35,076	15,405	12,186
Gaming						
Total Expenses	294,099	305,560	421,337	462,743	376,823	376,784
Net Surplus / (Deficit)	(46,697)	(30,092)	(114,078)	(71,497)	(13,721)	14,690
Non Cash Entries						
Add: Depreciation	81,453	78,928	67,108	64,360	74,232	73,021
Less: Principal Pmts Estimated	(43,000)	(14,000)	(20,000)	(35,106)	(10,287)	(25,050)
Cash Basis	(8,244)	34,836	(66,970)	(42,243)	50,224	62,661
Capital Needs						
Financed Purchases			130,000	50,320	-	-
Capital Purchases		(55,000)	(50,000)	(50,320)	-	-
Capital Cash Needs	(8,244)	(20,164)	13,030	(42,243)	50,224	62,661
NOTES:						
Net Fundraising	4,171	4,399	5,048	29,478	17,353	12,879
Net Gaming	-	-	-	-	-	-
<i>Gaming Exp % of Rev</i>						

Jefferson County Commission
 Bakerton Fire Department CO 7
 891 Carter Avenue, Harpers Ferry, WV 25425 304-876-0007
 EIN 33-1130831
 Has paid employees

	2015	2016	2017	2018	2019
Balance Sheet					
Assets					
Cash	57,742	80,959	100,294	106,369	125,855
Accounts Receivable	13,800	13,800	13,800	13,800	13,800
Inventory					
Prepaid Expenses					
Investments					
Fixed Assets					
Land	90,000	90,000	90,000	90,000	90,000
Buildings	422,390	422,390	422,390	422,390	422,390
A/D	(80,778)	(91,337)	(101,897)	(112,457)	(123,016)
Leashold Improvements	13,159	13,159	13,159	13,159	13,159
A/D	(7,543)	(8,460)	(9,181)	(9,902)	(10,623)
Equipment	332,548	246,568	292,068	415,368	408,193
A/D	(216,238)	(167,840)	(190,600)	(220,189)	(245,612)
Other					
A/D					
Intangible Assets	9,936	8,465	6,993	5,522	4,050
Total Assets	635,016	607,704	637,026	724,060	698,196

Liabilities

Deferred Revenue					
Accounts Payable	5,590	-	-	527	499
Notes Payable	259,399	202,894	198,699	284,329	248,915
Total Liabilities	264,989	202,894	198,699	284,856	249,414

Fund Balance

Unrestricted Net Assets	370,027	404,810	438,327	439,204	448,782
Total Liabilities & Net Assets	635,016	607,704	637,026	724,060	698,196

Income Statement

Revenue

Contributions & Grants					
Jefferson County Commission	60,000	85,000	95,000	95,000	82,500
WV State	59,855	48,687	49,982	53,353	54,269
Other	19,375	16,807	29,929	18,262	18,149
Ambulance Fire Billing	13,800	18,810	22,420	18,906	35,251
Fire Billing					
Fundraising Revenue					532
Pizza Revenue					
Concessions Revenue					
Pool Water Revenue	3,599				
Subtotal Fundraising	3,599	-	-	-	532
Gaming					
Bingo		234,342			
Other			41,089	27,886	-
Subtotal Gaming	-	234,342	41,089	27,886	-
Investment Income	2				

Jefferson County Commission
 Bakerton Fire Department CO 7
 891 Carter Avenue, Harpers Ferry, WV 25425 304-876-0007
 EIN 33-1130831
 Has paid employees

	2015	2016	2017	2018	2019
Sale of Assets	140,000	129,930	4,000	3,500	18,500
Less: Book Value	(24,000)	(70,683)	(1,167)	-	(19,550)
Gain/Loss	116,000	59,247	2,833	3,500	(1,050)
Rental Income					34,043
Total Revenue	272,631	462,893	241,253	216,907	223,694
Expenses					
Operating					
Wages				17,980	22,511
Accounting	650	4,786	3,135	3,545	3,555
Other Fees & Services			605	-	-
Advertising	898	904	-	191	-
Office Expense	7,392	6,502	12,766	12,563	9,904
Occupancy	29,028	27,160	23,318	22,553	22,307
Travel	10,567	-	-	-	-
Conferences	3,427	1,020	3,297	1,180	3,930
Interest	6,704	5,390	5,914	11,443	12,852
Depreciation	79,362	49,460	36,945	42,342	51,525
Insurance	4,361	17,648	22,556	19,208	22,435
Fire Supplies		64,035	48,578	29,948	33,453
Medical Supplies		11,929	13,559	16,976	14,166
Fuel		7,393	6,203	8,963	8,660
Other	77,803	3,108	968	2,138	2,938
Total Functional Expenses	220,192	199,335	177,844	189,030	208,236
Direct Exp (Conc & Pool Wtr)	1,474	-	-	-	5,880
Concession					
Pool Water					
Pizza					
Gaming	-	216,533	29,892	27,000	-
Total Expenses	221,666	415,868	207,736	216,030	214,116
Net Surplus / (Deficit)	50,965	47,025	33,517	877	9,578
Non Cash Entries					
Add: Depreciation	79,362	49,460	36,945	42,342	51,525
Less: Principal Pmts Estimated	(28,000)	(30,000)	(46,695)	(30,000)	(35,414)
Cash Basis	102,327	66,485	23,767	13,219	25,689
Capital Needs					
Financed Purchases			45,500	120,000	-
Capital Purchases			(45,500)	(123,000)	-
Capital Cash Needs	102,327	66,485	23,767	10,219	25,689
NOTES:					
Net Fundraising	2,125	-	-	-	(5,348)
Net Gaming	-	17,809	11,197	886	-
Gaming Exp % of Rev		92%	73%	97%	

BUDGET REQUEST

Fiscal Year: 2021 - 2022

Department: JCESA - Fire Depts

Account Number: 713

Notes:

Expenditure Data as of: 12/17/2020

		FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
	Contributions/Transfers							
56731	Amb Fee In-Kind Cont-Friendship	\$ 49,336	\$ 50,000	\$ 74,081	148.16%	\$ 50,000		
56732	Amb Fee In-Kind Cont-Citizens	\$ 186,113	\$ 190,000	\$ 209,663	110.35%	\$ 190,000		
56733	Amb Fee In-Kind Cont-Shepherdstown	\$ 170,490	\$ 170,000	\$ 173,436	102.02%	\$ 170,000		
56734	Amb Fee In-Kind Cont-Independent	\$ 363,894	\$ 365,000	\$ 337,373	92.43%	\$ 365,000		
56735	Amb Fee In-Kind Cont-Blue Ridge	\$ 83,685	\$ 83,000	\$ 108,247	130.42%	\$ 83,000		
56736	Amb Fee In-Kind Cont-Middleway	\$ 48,485	\$ 48,000	\$ 50,545	105.30%	\$ 48,000		
56737	Amb Fee In-Kind Cont-Bakerton	\$ 14,180	\$ 14,000	\$ 26,437	188.84%	\$ 14,000		
567	Contributions/Transfers oth Gov. Ent	\$ 577,500	\$ 577,500	\$ 137,835	23.87%	\$ 665,000		
	Total Contributions/Transfers	\$ 1,493,683	\$ 1,497,500	\$ 1,117,617	74.63%	\$ 1,585,000	\$ -	\$ -
	Department Grand Total	\$ 1,493,683	\$ 1,497,500	\$ 1,117,617	74.63%	\$ 1,585,000	\$ -	\$ -

567 Contributions to Other Govt Entities

FY20 Actual	FY21 YTD as of ture Data as of: 12.	FY21 Budget
577,500	137,835	577,500

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Volunteer Fire Company Request		665,000			\$95k per compnay
Total	-	665,000	-	-	
Total Object Code	665,000				

BUDGET REQUEST

Fiscal Year: 2021 - 2022

Department: JCESA - Ambulance

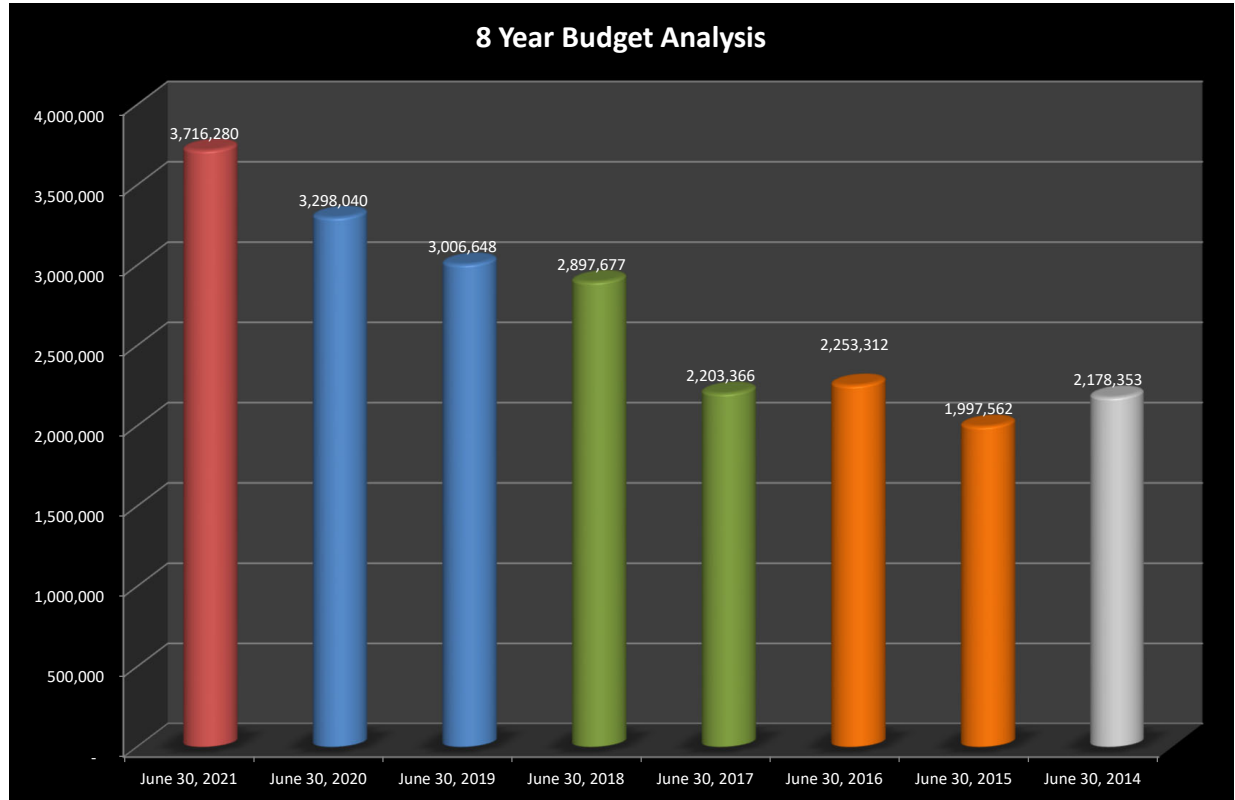
Account Number: 715

Notes:

Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
FUND 001-Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ 2,263,293	\$ 2,622,847	\$ 1,995,772	76.09%	\$ 3,327,760		
Total Contributions/Transfers	\$ 2,263,293	\$ 2,622,847	\$ 1,995,772	76.09%	\$ 3,327,760	\$ -	\$ -
FUND 053- Emergency Service Fee							
10X Wages & Benefits-Administrative	\$ 48,320	\$ 54,385	\$ -	0.00%	\$ 55,473		
212 Printing	\$ 2,076	\$ 2,100	\$ 2,702	128.67%	\$ 2,800		
218 Postage	\$ 15,167	\$ 15,000	\$ -	0.00%	\$ 15,000		
230 Contracted Services	\$ 9,865	\$ 2,300	\$ 2,258	98.17%	\$ 2,500		
232 Bank Charges	\$ 9,019	\$ 9,000	\$ -	0.00%	\$ 9,000		
235 Remittance of Fees Collected Cash	\$ 915,973	\$ 936,973	\$ 468,000	49.95%	\$ 965,360		
235 Remittance of Fees Collected Accrual	\$ (44,767)	\$ -	\$ -	#DIV/0!	\$ 10,000		
236 Bad Debt Expenses	\$ 62,392	\$ 70,000	\$ -	0.00%	\$ 65,000		
236 Refund Error Payment	\$ 3,297	\$ 675	\$ -	0.00%	\$ 1,000		
341 Materials & Supplies	\$ 697	\$ 1,200	\$ 1,518	126.50%	\$ 1,500		
356 License & Annual Fees-Software	\$ 12,708	\$ 1,800	\$ 7,864	436.89%	\$ 5,000		
Total Contributions/Transfers	\$ 1,034,747	\$ 1,093,433	\$ 482,342	44.11%	\$ 1,132,633	\$ -	\$ -
Department Grand Total	\$ 3,298,040	\$ 3,716,280	\$ 2,478,114	66.68%	\$ 4,460,393	\$ -	\$ -

Represents total payments to JCESA and Fire Depts in General Fund and Coal Severance



567 Contributions to Other Govt Entities

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$ 2,263,293	\$ 1,995,772	\$ 2,622,847

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Full Time		1,519,871		353,599	Mission Cricital column: Current costs + expected increases in insurance, health covg., WC, etc. and to maintain pay scale. All costs in New Initiative column are associated with the request for 7 additional staff + part-time hours.
Part Time - Ops		611		26,312	
Overtime - OPS				30,742	
Worker Comp		143,207		35,829	
FICA/Med		116,317		31,415	
Hosp		285,634		70,512	
Ancillary (Life, Dent, Vis)		38,465		9,424	
Retirement		159,586		40,356	
Fuel		12,000			
Maintenance		12,000			
License Ops		18,000			
Supplies					
Auto and Liability Insurance		46,835			
Ems Supples		48,000			
Uniforms, SCBA		100,000		\$ 23,800	
Tech Services		18,000			
Training (non-wage)		24,000			
Bldg Maint, Utilities, Telephone		30,000			
Office Expenses, Dues, Postage etc..		13,644			
Medical/Physicals		40,000		\$ 5,600	
Services:Audit, Billing, Professional		48,000			
Equipment Depr.		20,000			
Equipment Rental		6,000			
Total	-	2,700,170	-	627,589	
Total Object Code	3,327,760				

FUND 053 - 235 Remittance of Fees Collected (Emergency Service Ambulance Fees Collected)

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
915,973	468,000	936,973

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Full Time		370,641			Mission Cricitcal column: Current costs + expected increases in insurance, health covg., WC, etc. and to maintain pay scale.
Part Time - Ops		161,002			
Overtime - OPS		158,100			
Worker Comp		64,949			
FICA/Med		52,581			
Hosp		77,000			
Ancillary (Life, Dent, Vis)		10,000			
Retirement		55,502			
Auto and Liability Insurance		15,585			
Total	-	965,360	-	-	
Total Object Code	965,360				

JCESA FY22 Budget Request

FY21 Budget Recap

Funding Source	Amount
General Fund	\$2,622,847
Ambulance Fee	\$ 936,973
Total	\$3,559,820*

Expense Category	Amount
Labor	89%
Non-Labor (Supplies, Utilities, Maint./Repairs, EMS Supplies, Professional Services, Insurance, etc.)	11%

*\$3,559,820 is the amount remitted to JCESA after ambulance fee administration costs.

FY22 Budget Requests

1. Maintenance of Effort
2. 7 Additional Field Staff
3. 2 Replacement Vehicles

Maintenance of Effort

\$ 105,710

- Projected increases in workers compensation, health insurance, etc. and maintenance of pay table approved in FY19 (career ladder.)

7 Additional Full-Time Positions

\$ 627,589

- Positions 1-7 Based on
 - Staffing Needs Data Report
 - Staffing Sequence Plan
- (112 positions to go)
- Eliminates one-person staffing
 - Improve response time
 - Reduce safety risks
- NFPA 1720



Jefferson County Emergency Services Agency Staffing Sequence Plan April 21, 2020

JCESA intends to assign each new position that is funded by the County Commission in the order listed in this document. Revisions may be necessary in the event of major volume shifts or other significant situational changes.

Position #	Station	Type/Times/Days	Impact	Notes	Independent			Shepherdstown			Citizens			Blue Ridge			Friendship			Middleway			Bakerton			Total Station FTEs			Field (Non-Station) FTEs	Administration
					FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	FTEs	Inci. Volume	Resources	Totals				
				Staffing as of FY21:	8	38%	24%	5.2	16%	15%	8	15%	24%	8	15%	24%	2	7%	6%	1.3	6%	4%	1.3	4%	4%	33.8	0	4		
1	3	FF/EMT 4p-8a, M-F and S&S 8a-8a.	Eliminates single person staffing	Would recoup 10 pt Hrs.																										
2					8	38%	22%	8	16%	22%	8	15%	22%	8	15%	22%	2	7%	5%	1.3	6%	4%	1.3	4%	4%	36.6	0	4		
3																														
4	1	FF/EMT 6a-6p, 7-days	Eliminates single person staffing		8	38%	21%	8	16%	21%	8	15%	21%	8	15%	21%	4	7%	10%	1.3	6%	3%	1.3	4%	3%	38.6	0	4		
5																														
6	6	FF/EMT 8a-4p, 7-days	Eliminates single person staffing	Would require +16 pt Hrs.	8	38%	20%	8	16%	20%	8	15%	20%	8	15%	20%	4	7%	10%	2.6	6%	7%	1.3	4%	3%	39.9	0	4		
7	7	FF/EMT 8a-4p, 7-days	Eliminates single person staffing	Would require +16 pt Hrs.	8	38%	19%	8	16%	19%	8	15%	19%	8	15%	19%	4	7%	10%	2.6	6%	6%	2.6	4%	6%	41.2	0	4		

2 replacement vehicles

\$ 120k

- Continuation of Capital Replacement Plan
 - Began 2 years ago
 - Effort to upgrade fleet with median age of 10yrs and median mileage of 95k.
- Maintenance of older vehicles continues to be an issue
- For each vehicle purchased, one is decommissioned

This is a capital Request through the County's Capital Outlay Fund

FY22 Budget Requests

FY21 Total Budget	\$3,559,820
Maintenance of effort (cost increases + maintain pay scale*)	\$105,710
Additional Staffing Positions	\$627,589
Total FY22 Annual Operating Budget Request (all of above)	\$4,293,119[‡]
Total FY22 Jefferson County CIP Request (2 Vehicles)	\$120K

* Continuation of Career Ladder / Pay Scale implemented in FY19 based on Class & Comp. Study

‡ \$4,293,119 is the amount remitted to JCESA, after costs associated with collection of fee are deducted.

Jefferson County Commission
Emergency Services Funding
FY21 Operating Revenue

	<u>Fire</u>		<u>Ambulance</u>		<u>Total</u>	
<u>Provided by JCC</u>						
General County	577,500		2,622,847		3,200,347	
Ambulance Fee	-		1,006,973		1,006,973	
Ambulance Billing	-		979,782		979,782	
Subtotal JCC	<u>577,500</u>	34.3%	<u>4,609,602</u>	93.4%	<u>5,187,102</u>	78.4%
<u>Provided by VFD</u>						
Contributions	333,702		-		333,702	
WV State Contributions	381,626		-		381,626	
Ambulance Billing	-		326,594		326,594	
Gaming, Net	345,827		-		345,827	
Fundraising, Net	42,693		-		42,693	
Subtotal VFD	<u>1,103,848</u>	65.7%	<u>326,594</u>	6.6%	<u>1,430,442</u>	21.6%
Total Emergency Services	<u>1,681,348</u>		<u>4,936,196</u>		<u>6,617,544</u>	
	25.4%		74.6%			

NOTES:

* 2019 VFD 990's are used for FY21 Funding allocations

* Investment income is assumed to be restricted for Capital purchases. Grant revenue is assumed to be one time revenue for capital or equipment purchases. Neither revenue is available for Operating purposes.

Investment Income 2019 255,243

Grant Revenue 2019 375,055

* Ambulance Billing is primarily funded by JCC personnel. Although Ambulance Billing is derived from EMS Operations, the JCC has no say in how it is distributed; and, Ambulance Billing revenue is retained by the VFD.

*The JCC also includes EMS capital purchases in the Capital Outlay fund of \$210,000.

Jefferson County Commission
Ambulance Fee Billing Reconciliation

PB: Mgordon

Description		FY20		FY20 Budget	FY21 Budget	FY22 Budget
Expenditures						
Wages & Benefits						
Wages	053715.410300	32,459.35		32,529.00	36,668.98	34,080.24
FICA	053715.410400	1,982.70		2,079.00	2,335.00	2,175.00
Med	053715.410401	463.76		486.00	546.00	509.00
Health Insurance	053715.410500	10,167.84		10,161.00	10,167.84	10,167.84
Retire	053715.410600	3,245.96		3,253.00	3,667.00	3,408.00
Overtime	053715.410801	-		1,000.00	1,000.00	1,000.00
Total Wages & Benefits		48,319.61		49,508.00	54,384.82	51,340.08
Printing	053715.421200	2,076.10		2,000.00	2,100.00	2,100.00
Postage	053715.421800	15,166.80		12,000.00	15,000.00	15,000.00
Contracted Services	053715.423000	9,864.50		2,300.00	2,300.00	2,300.00
Materials & Supplies	053715.434100	696.54		1,200.00	1,200.00	1,200.00
Software Annual Fee	053715.435600	12,708.25		1,800.00	1,800.00	1,800.00
Amb Fee Remit Fee Coll-Exp	053715.423501	(44,767.42)				
Merchant Services Fees	053715.423200	9,018.60		6,000.00	9,000.00	9,000.00
Customer Refunds	053715.423600	2,589.50		300.00	300.00	300.00
NSF Checks	053715.423600	707.00		925.00	925.00	925.00
NSF Checks Paid	053715.423600	-		(225.00)	(550.00)	(550.00)
Doubtful Accounts Exp	053715.423599	62,392.00		50,000.00	70,000.00	122,211.92
Total Expenses		118,771.48		125,808.00	156,459.82	205,627.00
Revenues - CASH BASIS						
Deposits (Base + Late Fees)		1,029,427.01		931,973.00	1,010,000.00	1,122,831.00
NSF Fee	053.344CS3	70.00		115.00	115.00	115.00
Merchant Conven Fee Rev	053.344CS2	8,622.50	(3094 transactions)	4,300.00	12,000.00	12,000.00
Interest Earned	053.365II0	2,620.71		270.00	2,000.00	2,000.00
Total Revenues		1,040,740.22		936,658.00	1,024,115.00	1,136,946.00
Net Income		921,968.74		810,850.00	867,655.18	931,319.00
Less: Disbursements to J(053715.423500		915,973.00		915,973.00	936,973.00	931,319.00
Accrual Basis Adjustments (Income)/Expense		-		20,000.00	20,000.00	-
Net Surplus (Use of Fund Balance)		5,995.74	-	(125,123.00)	(89,317.82)	-

Bill Information as of 7/1/2018 - ACCRUAL BASIS

See "Ambulance Fee Billings & Revenue by FY Report"

Base Fees	053.344CS0	1,034,898.30			887,558.00	962,558.00	1,037,558.00
Base Collected		863,452.30	83.4%	Allow D/A			
CY Base Outstanding		171,446.00	10%	17,145.00	887,558.00	962,558.00	1,037,558.00
CY Late Fees Outstanding		59,891.10	10%	5,989.00			
FY19 Base Outstanding		128,176.00	30%	38,453.00			
FY19 Late Fees Outstanding		49,759.60	30%	14,928.00			
FY18 Base Outstanding		75,935.00	50%	37,968.00			
FY18 Late Fees Outstanding		28,905.00	50%	14,453.00			
FY17 Base Outstanding		71,920.00	80%	57,536.00			
FY17 Late Fees Outstanding		49,687.00	80%	39,750.00			
FY16 Base Outstanding		56,519.00	100%	56,519.00			
FY16 Late Fees Outstanding		37,907.00	100%	37,907.00			
FY15 Base Outstanding		36,360.00	100%	36,360.00			
FY15 Late Fees Outstanding		25,582.00	100%	25,582.00			
Total Base Outstanding		792,087.70	48%	382,590.00			

Ambulance Fee Collections
FY15 - FY21

FY	Accounts	Base Fee	% Chg	Base Collected	Base A/R	Late Paid	Late A/R	Total Collected	Total A/R	% Pd	Count UnPd
2014-15	18,609	830,980		794,620	36,360	84,972	25,582	879,592	61,942	96%	909
2015-16	19,806	866,781	4.3%	810,262	56,519	96,195	37,907	906,457	94,426	93%	1,413
2016-17	20,041	887,247	2.4%	815,326	71,921	85,678	49,687	901,004	121,608	92%	1,798
2017-18	20,236	809,253	-8.8%	733,318	75,935	40,607	28,905	773,925	104,840	91%	2,170
2018-19	20,719	979,880	21.1%	851,704	128,176	40,510	49,760	892,214	177,936	87%	3,287
2019-20	20,896	1,034,898	5.6%	863,452	171,446	29,958	59,891	893,410	231,337	83%	4,396
2020-21	Inv Count 24,516	1,090,127	5.3%	745,482	344,645	1,559	38,317	747,041	382,962	68%	8,837
		6,499,166	5.0%	5,614,164	885,002	379,479	290,049	5,993,643	1,175,051	86%	

FY22 Estimates

FY22 Estimated Billings (4% increase)	1,122,831
Less: Estimated Collection Rate of 89%	123,511
General Fund Expenses	68,000
Available to transfer to JCESA	931,319
JCESA Requested	965,360
FY22 Revenue Shortfall	(34,041)

Jefferson County Commission
Fire Company Summary of Ambulance Billings

<u>Company</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Shepherdstown	183,855	202,388	242,743	292,501	262,477	227,320	231,248
Independent	397,197	420,400	402,340	456,568	504,592	485,192	449,830
Friendship	108,296	79,441	71,314	110,412	84,963	65,781	98,774
Citizens	149,641	175,497	199,620	254,932	274,769	248,151	279,551
Middleway	64,028	77,898	90,103	56,663	74,044	64,647	67,393
Blue Ridge	103,703	96,812	87,970	127,811	152,766	111,580	144,329
Bakerton	-	-	13,800	18,810	22,420	18,906	35,251
Totals	1,006,720	1,052,436	1,107,890	1,317,697	1,376,031	1,221,577	1,306,376

Breakdown of Revenue

VFD (25%)	251,680	263,109	276,973	329,424	344,008	305,394	326,594
JCESA/JCC (75%)	755,040	789,327	830,917	988,273	1,032,023	916,183	979,782
Total	1,006,720	1,052,436	1,107,890	1,317,697	1,376,031	1,221,577	1,306,376

JCC 75% by VFD

Shepherdstown	137,891	151,791	182,057	219,376	196,858	170,490	173,436
Independent	297,898	315,300	301,755	342,426	378,444	363,894	337,373
Friendship	81,222	59,581	53,486	82,809	63,722	49,336	74,081
Citizens	112,231	131,623	149,715	191,199	206,077	186,113	209,663
Middleway	48,021	58,424	67,577	42,497	55,533	48,485	50,545
Blue Ridge	77,777	72,608	65,978	95,858	114,575	83,685	108,247
Bakerton	-	-	10,349	14,108	16,814	14,180	26,437
Totals	755,040	789,327	830,917	988,273	1,032,023	916,183	979,782

Jefferson County Commission
Budget Summary
Dept 716-ANIMAL CONTROL
FY2021-2022

1/29/2021

001716-ANIMAL CONTROL	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	154,517	157,400	96,459	61.28%	199,719	26.89%
410400 FICA TAX	10,416	10,648	6,460	60.67%	13,659	28.28%
410401 MEDICARE EXPENSE	2,436	2,489	1,511	60.70%	3,155	26.76%
410500 HEALTH INSURANCE	14,117	20,659	2,999	14.52%	30,486	47.57%
410599 HEALTH INSURANCE-CONTRA	0	(20,659)	(1,297)	6.28%	(30,486)	47.57%
410600 RETIREMENT	17,193	15,743	10,466	66.48%	19,974	26.88%
410801 OVERTIME	17,408	18,000	8,202	45.57%	18,000	0.00%
410802 PART TIME / EXTRA HELP	0	2,000	0	0.00%	2,000	0.00%
TOTAL PERSONNEL SERVICES	216,087	206,280	124,799	60.50%	256,507	24.35%
CONTRACTUAL SERVICES						
421100 TELEPHONE	963	1,000	511	51.14%	1,200	20.00%
421200 PRINTING	0	750	258	34.44%	750	0.00%
421400 TRAVEL	638	2,000	359	17.94%	2,000	0.00%
421600 MAINT/REP EQUIPMENT	121	0	0	0.00%	0	100.00%
422000 ADVERTISING / LEGAL PUBS	0	500	0	0.00%	500	0.00%
422100 TRAINING AND EDUCATION	1,125	2,000	0	0.00%	3,000	50.00%
422200 DUES AND SUBSCRIPTIONS	250	450	0	0.00%	450	0.00%
422300 PROFESSIONAL SERVICES	4,357	11,000	2,019	18.35%	11,000	0.00%
422300 PROFESSIONAL SERVICES G1930	5,011	0	0	0.00%	0	100.00%
423000 CONTRACTED SERVICES	2,652	2,000	702	35.09%	2,000	0.00%
TOTAL CONTRACTUAL SERVICES	15,117	19,700	3,849	19.54%	20,900	6.09%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	3,966	4,000	1,111	27.78%	4,000	0.00%
434300 AUTO SUPPLIES	633	1,000	0	0.00%	1,000	0.00%
434500 UNIFORMS	2,570	2,000	0	0.00%	2,500	25.00%
TOTAL COMMODITIES	7,169	7,000	1,111	15.88%	7,500	7.14%
DEPARTMENT GRAND TOTAL	238,373	232,980	129,760	55.70%	284,907	22.29%

Name Justificaton Amount
001716-ANIMAL CONTROL

001716.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	154,517	96,459	157,400	199,719
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
NEW PERSON		37,750
DUCKETT, DANIELLE		38,202
EBERSOLE, JESSICA		45,410
FARMER, DOROTHY		34,385
POPE, CHRISTINA		43,972
Total 001716.410300 - EMPLOYEES SALARY AND WAGES		<u>199,719</u>

NOTES:

Name	Justificaton	Amount
001716.410400 - FICA TAX	FY20 ACTUAL FY21 YTD FY21 BUDGET FY22 REQUEST	
	10,416 6,460 10,648 13,659	
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
FICA FOR NEW POSITION		2,454
FICA FOR OVERTIME		1,170
FICA FOR PT/EXTRA HELP		130
DUCKETT DANIELLE		
DUCKETT, DANIELLE		2,312
EBERSOLE JESSICA		
EBERSOLE, JESSICA		2,816
FARMER DOROTHY		
FARMER, DOROTHY		2,072
POPE CHRISTINA		
POPE, CHRISTINA		2,705
Total 001716.410400 - FICA TAX		13,659

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 716-ANIMAL CONTROL
 FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
001716.410401 - MEDICARE EXPENSE	FY20 ACTUAL	FY21 YTD
	FY21 BUDGET	FY22 REQUEST
	2,436	1,511
		2,489
		3,155
MANDATED - Required by law or statute		
MISSION CRITICAL - Elimination would result in failure to meet critical functions		
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical		
NEW INITIATIVE - Spending not included in the prior year budget		
DESCRIPTION	JUSTIFICATION	DEPT REQUEST
MEDICARE FOR NEW POSITION		547
MEDICARE FOR OVERTIME		261
MEDICARE FOR PT/EXTRA HELP		29
DUCKETT DANIELLE DUCKETT, DANIELLE		541
EBERSOLE JESSICA EBERSOLE, JESSICA		659
FARMER DOROTHY FARMER, DOROTHY		485
POPE CHRISTINA POPE, CHRISTINA		633
Total 001716.410401 - MEDICARE EXPENSE		3,155

NOTES:

Jefferson County Commission
 Budget Detail
 Dept 716-ANIMAL CONTROL
 FY2021-2022

1/29/2021

Name	Justificaton	Amount		
001716.410500 - HEALTH INSURANCE	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	14,117	2,999	20,659	30,486
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION	DEPT REQUEST		
HEALTH/DENT/VIS FOR NEW POSITION		10,060		
DUCKETT DANIELLE		9,572		
DUCKETT DANIELLE		258		
DUCKETT DANIELLE		77		
DUCKETT DANIELLE		153		
EBERSOLE JESSICA		153		
FARMER DOROTHY		9,572		
FARMER DOROTHY		258		
FARMER DOROTHY		77		
FARMER DOROTHY		153		
POPE CHRISTINA		153		
Total 001716.410500 - HEALTH INSURANCE		30,486		

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(1,297)	(20,659)	(30,486)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001716.410599 - HEALTH INSURANCE-CONTRA

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001716.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	17,193	10,466	15,743	19,974
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
RETIREMENT FOR NEW POSITION				3,775
DUCKETT DANIELLE DUCKETT, DANIELLE				3,821
EBERSOLE JESSICA EBERSOLE, JESSICA				4,541
FARMER DOROTHY FARMER, DOROTHY				3,439
POPE CHRISTINA POPE, CHRISTINA				4,398
Total 001716.410600 - RETIREMENT				19,974

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	17,408	8,202	18,000	18,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				18,000
Total 001716.410801 - OVERTIME				18,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.410802 - PART TIME / EXTRA HELP	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	2,000	2,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				2,000
Total 001716.410802 - PART TIME / EXTRA HELP				<u>2,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.421100 - TELEPHONE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	963	511	1,000	1,200
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,200
Total 001716.421100 - TELEPHONE				<u>1,200</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.421200 - PRINTING	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	258	750	750
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				750
Total 001716.421200 - PRINTING				<u>750</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	638	359	2,000	2,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				2,000
Total 001716.421400 - TRAVEL				2,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	121	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001716.421600 - MAINT/REP EQUIPMENT

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.422000 - ADVERTISING / LEGAL Pubs	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				500
Total 001716.422000 - ADVERTISING / LEGAL Pubs				500

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001716.422100 - TRAINING AND EDUCATION	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,125	0	2,000	3,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				3,000
Total 001716.422100 - TRAINING AND EDUCATION				3,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.422200 - DUES AND SUBSCRIPTIONS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	250	0	450	450
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				450
Total 001716.422200 - DUES AND SUBSCRIPTIONS				450

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001716.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,357	2,019	11,000	11,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
			11,000	
Total 001716.422300 - PROFESSIONAL SERVICES			11,000	

NOTES:

001716.422300 - PROFESSIONAL SERVICES G1930	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	5,011	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001716.422300 G1930- PROFESSIONAL SERVICES				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.423000 - CONTRACTED SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,652	702	2,000	2,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				2,000
Total 001716.423000 - CONTRACTED SERVICES				<u>2,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	3,966	1,111	4,000	4,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				4,000
Total 001716.434100 - MATERIALS AND SUPPLIES				4,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.434300 - AUTO SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	633	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
				1,000
Total 001716.434300 - AUTO SUPPLIES				<u>1,000</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001716.434500 - UNIFORMS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,570	0	2,000	2,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
INCREASED 500 TO ASSIST WITH OUTFITTING A NEW EMPL				500
UNIFORMS FOR EXISTING EMPLOYEES				2,000
Total 001716.434500 - UNIFORMS				<u>2,500</u>

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001716-ANIMAL CONTROL

3016-DUCKETT, DANIELLE	0413- 71605 ANIMAL CONTROL OFFICER-80HR	
001716.410300-EMPLOYEES SALARY AND WAGES		38,202
001716.410400-FICA TAX		2,312
001716.410401-MEDICARE EXPENSE		541
001716.410500-HEALTH INSURANCE		10,060
001716.410600-RETIREMENT		3,821
Totals 3016-DUCKETT, DANIELLE		54,936
1066-EBERSOLE, JESSICA	0413- 71601 ANIMAL CONTROL OFFICER-80HR	
001716.410300-EMPLOYEES SALARY AND WAGES		45,410
001716.410400-FICA TAX		2,816
001716.410401-MEDICARE EXPENSE		659
001716.410500-HEALTH INSURANCE		153
001716.410600-RETIREMENT		4,541
Totals 1066-EBERSOLE, JESSICA		53,579
1112-FARMER, DOROTHY	0413- 71603 ANIMAL CONTROL OFFICER-80HR	
001716.410300-EMPLOYEES SALARY AND WAGES		34,385
001716.410400-FICA TAX		2,072
001716.410401-MEDICARE EXPENSE		485
001716.410500-HEALTH INSURANCE		10,060
001716.410600-RETIREMENT		3,439
Totals 1112-FARMER, DOROTHY		50,441
1083-POPE, CHRISTINA	0413- 71602 ANIMAL CONTROL OFFICER-80HR	
001716.410300-EMPLOYEES SALARY AND WAGES		43,972
001716.410400-FICA TAX		2,705
001716.410401-MEDICARE EXPENSE		633
001716.410500-HEALTH INSURANCE		153
001716.410600-RETIREMENT		4,398
Totals 1083-POPE, CHRISTINA		51,861
Department Total-001716-ANIMAL CONTROL		266,993

Jefferson County Commission
Budget Summary
Dept 717-CENTRAL GARAGE
FY2021-2022

1/29/2021

001717-CENTRAL GARAGE	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
PERSONNEL SERVICES						
410300 EMPLOYEES SALARY AND WAGES	47,914	48,882	26,947	55.13%	87,293	78.58%
410400 FICA TAX	2,965	3,127	1,644	52.57%	5,469	74.90%
410401 MEDICARE EXPENSE	693	731	384	52.59%	1,253	71.41%
410500 HEALTH INSURANCE	10,146	10,170	5,048	49.63%	20,120	97.84%
410599 HEALTH INSURANCE-CONTRA	0	(10,170)	(4,210)	41.39%	(20,120)	97.84%
410600 RETIREMENT	4,832	4,889	2,695	55.12%	8,730	78.56%
410801 OVERTIME	409	2,000	0	0.00%	0	100.00%
TOTAL PERSONNEL SERVICES	66,961	59,629	32,509	54.52%	102,745	72.31%
CONTRACTUAL SERVICES						
421400 TRAVEL	50	250	0	0.00%	250	0.00%
421600 MAINT/REP EQUIPMENT	0	1,000	0	0.00%	1,000	0.00%
421700 MAINT/REP AUTO	2,695	5,000	300	6.00%	5,000	0.00%
422300 PROFESSIONAL SERVICES	1,115	1,500	1,305	87.00%	1,500	0.00%
TOTAL CONTRACTUAL SERVICES	3,860	7,750	1,605	20.71%	7,750	0.00%
COMMODITIES						
434100 MATERIALS AND SUPPLIES	36,879	45,000	23,568	52.37%	45,000	0.00%
434200 RECORD BOOKS	375	500	405	81.00%	500	0.00%
434301 AUTO SUPPLIES- FUEL ONLY	147,242	200,000	66,969	33.48%	200,000	0.00%
TOTAL COMMODITIES	184,496	245,500	90,942	37.04%	245,500	0.00%
DEPARTMENT GRAND TOTAL	255,317	312,879	125,055	39.97%	355,995	13.78%

Jefferson County Commission
Budget Detail
Dept 717-CENTRAL GARAGE
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001717-CENTRAL GARAGE

001717.410300 - EMPLOYEES SALARY AND WAGES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	47,914	26,947	48,882	87,293
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
NEW POSITION - AUTO SHOP HELPER	INCREASE AUTO SHOP WORKFLOW	37,750
BLACKFORD, MEREDITH		49,543
Total 001717.410300 - EMPLOYEES SALARY AND WAGES		87,293

NOTES:

<u>Name</u>	<u>Justificaton</u>		<u>Amount</u>	
001717.410400 - FICA TAX	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,965	1,644	3,127	5,469
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
FICA FOR NEW POSITION				2,454
BLACKFORD	MEREDITH			3,015
BLACKFORD, MEREDITH				3,015
Total 001717.410400 - FICA TAX				5,469

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.410401 - MEDICARE EXPENSE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	693	384	731	1,253
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FICA FOR NEW POSITION				547
BLACKFORD MEREDITH				706
BLACKFORD, MEREDITH				
Total 001717.410401 - MEDICARE EXPENSE				1,253

NOTES:

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001717.410500 - HEALTH INSURANCE	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	10,146	5,048	10,170	20,120
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
HEALTH/DENT/VIS FOR NEW POSITION				10,060
BLACKFORD MEREDITH	BLACKFORD, MEREDITH			9,572
BLACKFORD MEREDITH	BLACKFORD, MEREDITH			258
BLACKFORD MEREDITH	BLACKFORD, MEREDITH			77
BLACKFORD MEREDITH	BLACKFORD, MEREDITH			153
Total 001717.410500 - HEALTH INSURANCE				20,120

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.410599 - HEALTH INSURANCE-CONTRA	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	(4,210)	(10,170)	(20,120)
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001717.410599 - HEALTH INSURANCE-CONTRA				

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.410600 - RETIREMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	4,832	2,695	4,889	8,730
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RETIREMENT FOR NEW POSITION				3,775
BLACKFORD MEREDITH				4,955
BLACKFORD, MEREDITH				
Total 001717.410600 - RETIREMENT				<u>8,730</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.410801 - OVERTIME	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	409	0	2,000	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
Total 001717.410801 - OVERTIME				<u>0</u>

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.421400 - TRAVEL	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	50	0	250	250
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
TRAVEL	OCCASIONAL TRAVEL RELATING TO VEHICLES			250
Total 001717.421400 - TRAVEL				250

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.421600 - MAINT/REP EQUIPMENT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	1,000	1,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE/REPAIR EQUIPMENT	NEEDED FOR REPAIR OF AUTO SHOP EQUIPMENT			1,000
Total 001717.421600 - MAINT/REP EQUIPMENT				1,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.421700 - MAINT/REP AUTO	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	2,695	300	5,000	5,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MAINTENANCE/REPAIR AUTO	NEEDED FOR AUTO WORK PERFORMED BY OUTSIDE VENDORS			5,000
Total 001717.421700 - MAINT/REP AUTO				5,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.422300 - PROFESSIONAL SERVICES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	1,115	1,305	1,500	1,500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
PROFESSIONAL SERVICES	SERVICES REQUIRED IN AUTO SHOP			1,500
Total 001717.422300 - PROFESSIONAL SERVICES				1,500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.434100 - MATERIALS AND SUPPLIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	36,879	23,568	45,000	45,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
MATERIALS AND SUPPLIES	ITEMS NEEDED FOR AUTO SHOP			45,000
Total 001717.434100 - MATERIALS AND SUPPLIES				45,000

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.434200 - RECORD BOOKS	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	375	405	500	500
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
RECORD BOOKS	USED MAINLY FOR WV INSPECTION STICKERS/RECORDS			500
Total 001717.434200 - RECORD BOOKS				500

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001717.434301 - AUTO SUPPLIES- FUEL ONLY	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	147,242	66,969	200,000	200,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
FUEL	COST FOR GASOLINE/DIESEL			200,000
Total 001717.434301 - AUTO SUPPLIES- FUEL ONLY				200,000

NOTES:

Jefferson County Commission
Payroll Projection
FY2021-2022

1/29/2021

Amount

001717-CENTRAL GARAGE

1140-BLACKFORD, MEREDITH	0521- 71701 MAINTENANCE - AUTO MECHANIC	
001717.410300-EMPLOYEES SALARY AND WAGES		49,543
001717.410400-FICA TAX		3,015
001717.410401-MEDICARE EXPENSE		706
001717.410500-HEALTH INSURANCE		10,060
001717.410600-RETIREMENT		4,955
Totals 1140-BLACKFORD, MEREDITH		68,279
Department Total-001717-CENTRAL GARAGE		122,865

001717 Central Garage – Budget Requests

We have seen an increase in the work flow in our auto garage over the past several years. The County's fleet has increased in size and has added to this workload. The auto garage is consistently occupied by 2 or more vehicles being serviced on a daily basis.

Since the implementation of the county's auto garage in 2011, the County has not only seen cost savings but the safety and condition of the County's fleet has vastly improved. We have seen a reduction in major costly repairs due to preventative measures and we have saved on the cost of sending our vehicles to an outside vendor.

Two years ago we were approved to hire a part-time auto mechanic to assist with the increased work flow. The application process resulted in zero applications. We concluded that trained/skilled mechanics were not interested in part-time employment.

Therefore, I would like to request the following personnel changes in our Central Garage:

1. The full-time employment of an Auto Shop Helper. This employee would be responsible for assisting the Auto Mechanic as well as maintaining the cleanliness and organization of the auto shop. This employee could also be utilized for other tasks, as needed, in the Maintenance Department. This would provide the much needed support to our Auto Mechanic as well as providing the department with some needed help in keeping the shop orderly. This position would be a Grade 4, 80-hour position at an annual salary of \$37,750.
2. A 5% salary increase for the Auto Mechanic. This increase would be from \$49,543 to \$52,020. This increase is requested for his increased work load. Also, with the addition of a Shop Helper, the Auto Mechanic would be responsible for directing and delegating to this new employee. Our Auto Mechanic is extremely knowledgeable and a great asset to Jefferson County. His training and years of experience make him a very valuable employee.

**Jefferson County
Job Description**

Position Title:	Maintenance Shop Helper	Grade Level:	4
Department	Maintenance Department	Date:	January 2021
Reports to:	Maintenance Director	FLSA Status	NE

Statement of Duties: The employee is responsible for assisting the Auto Mechanic to ensure all assigned equipment, vehicles, operating supplies, tools and facilities are maintained. Employee is responsible for maintaining cleanliness and organization in auto shop. Employee is required to perform all similar or related duties.

Supervision Required: Under general supervision of the Maintenance Director, the employee is familiar with the work routine and uses initiative in carrying out recurring assignments independently with specific instruction. The supervisor provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee is expected to recognize instances which are out of the ordinary and which do not fall within existing instructions; the employee is then expected to seek advice and further instructions. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of progress, and to insure that completed work and methods used are technically accurate and that instructions are being followed.

Supervisory Responsibility: Employee, as a regular and continuing part of the job, does not supervise other employees.

Confidentiality: Employee does not have access to confidential information.

Accountability: Consequences of errors, missed deadlines or poor judgment may include adverse public relations, labor/material costs or danger to public health/safety.

Judgment: Numerous standardized practices, procedures, or general instructions govern the work and in some cases, may require additional interpretation. Judgment is needed to locate, select, and apply the most pertinent practice, procedure, regulation or guideline.

Complexity: The work consists of a variety of duties which generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the transaction and/or the information involved, or sought, in a particular situation.

Work Environment: Working conditions involve occasional exposure to intermittent machine or related noise or a combination of unpleasant elements such as odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease. Includes work under typical shop conditions or outdoor work which is suspended when weather conditions are poor. Work may involve general cleaning, occasional work at heights or in confined or cramped quarters, or work around machinery and its moving parts. Work may also involve occasional mental stress, such as completing several unrelated tasks within a relatively short period of time.

Jefferson County Job Description

Nature and Purpose of Public Contact: Relationships are primarily with co-workers incidental to the purpose of the work involving giving and receiving factual information about the work. Ordinary courtesy and tact are required. Contacts with the public may be required on an occasional basis.

Occupational Risk: Essential functions regularly present potential risk of injuries from improper exposure which could result in loss of time from work. Examples of injury include burns from chemicals, steam or fire, severe muscular strains from working with extremely heavy material, falls from heights in excess of three feet and illness from exposure to communicable diseases. Special safety precautions, training, or protective clothing such as gowns, coats, gloves, glasses, hats or boots may be required.

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

1. Assists Automobile Mechanic to perform preventative maintenance repair on vehicles and equipment including, but not limited to: oil, transmission and other fluid changes, tire rotations, lubrications, replacement and repair of lights, windshield wipers, brakes, engine and drive train maintenance.
2. Assists Automobile Mechanic with the maintenance and repair of seasonal equipment including, but not limited to: lawn mowers, weed trimmers, and snow plows.
3. Responsible for maintaining shop cleanliness and organization including, but not limited to: sorting recyclables, operating baler, sweeping floors, cleaning restrooms, organizing & putting away supplies.
4. Ensure that safe conditions are being maintained at all times on County vehicles.
5. Perform preventative maintenance and minor equipment repairs as needed.
6. Work alone, or as a member of the Maintenance team, to ensure smooth operations and satisfaction of departments served by the Maintenance Department.
7. Ensures that safety is maintained at all times on the interior/exterior of the buildings for which responsible.
8. Maintains an awareness of security and maintenance deficiencies and correct and/or report such deficiencies to the Director of Maintenance or office staff.
9. Assist other maintenance personnel with snow removal, lawn care, election delivery, etc. on an as-needed basis and take on-site direction.

Jefferson County Job Description

10. Assists in the moving of furniture or equipment.
11. Promote positive relationships with other departments and the public.
12. Refer all requests from other departments to maintenance office staff unless the request is an emergency.
13. Performs other duties as requested by the Maintenance Director.

Recommended Minimum Qualifications:

Education and Experience: High School degree or equivalent with one to three (1-3) years related work experience; or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

Special Requirements: A valid driver's license is required for this position. Must pass a background check.

Knowledge, Abilities and Skill

Knowledge: Common policies, practices and procedures of the department and vehicle maintenance. Working knowledge of the safety precautions, supplies and materials needed to perform duties.

Abilities: Work independently and be self-motivated.

Skills: Knowledge in vehicle repair and maintenance to ensure the highest level of operational performance and safety.

Physical and Mental Requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the position's essential functions.

Physical Demands: Work requires some agility and physical strength, such as moving in or about construction sites or over rough terrain, or standing or walking most of the work period. Occasionally, work may require lifting heavy objects and carrying them. There may be need to stretch and reach to retrieve materials. Usually, the work will require extended physical effort over a significant portion of the work day. Driving in adverse weather and troublesome road conditions may be required.

Motor Skills: Essential functions involve close hand and eye coordination and physical dexterity. Manipulation and motor control under conditions which may require extreme accuracy may be critical. The manual skills required are comparable to those which might be needed in making repairs to delicate electronic instruments or complex equipment.

Visual Demands: Visual demands include reading documents for general understanding.

Jefferson County Commission
 Budget Summary
 Dept 800-LOCAL HEALTH DEPT
 FY2021-2022

1/29/2021

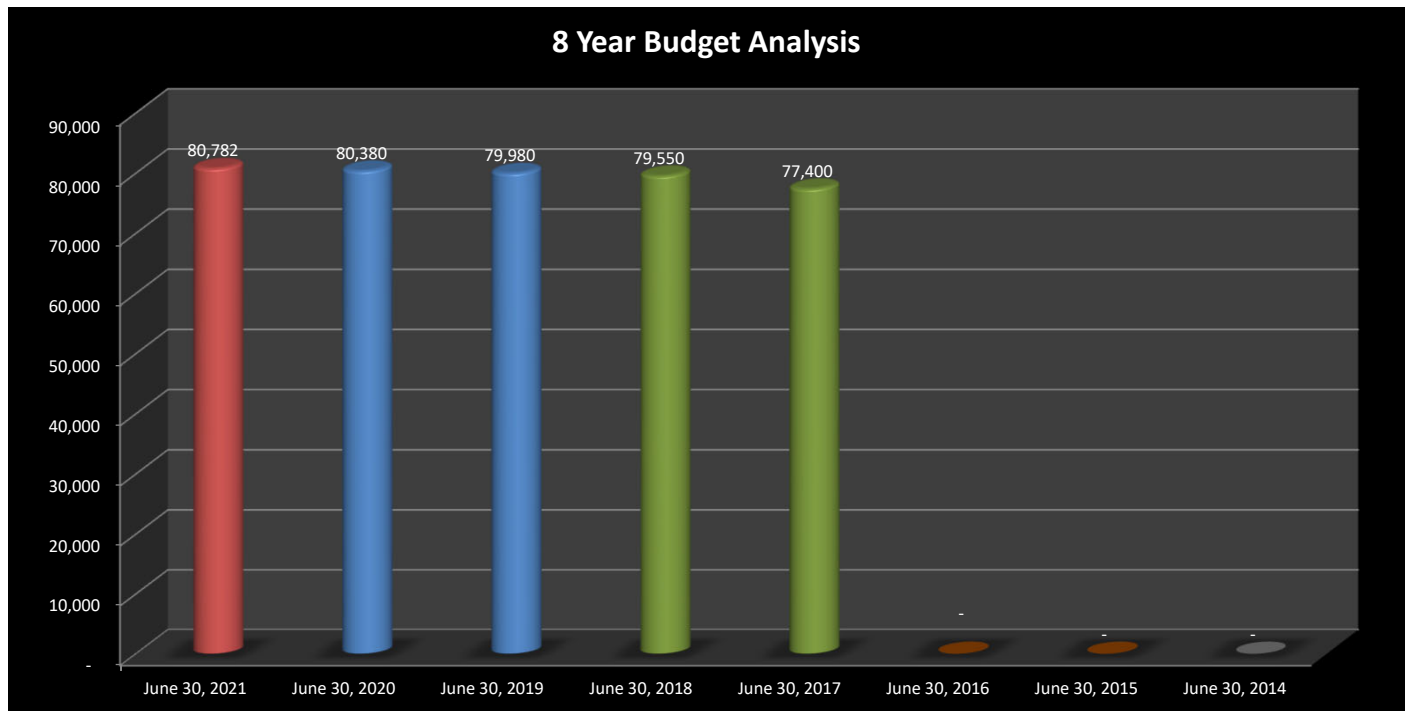
001800-LOCAL HEALTH DEPT	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	0	0	0	0.00%	112,400	100.00%
456705 IN-KIND RENT-HEALTH DEPARTMENT	80,380	80,782	40,391	50.00%	81,186	0.50%
TOTAL CONTRIBUTIONS TO OTH	<u>80,380</u>	<u>80,782</u>	<u>40,391</u>	50.00%	<u>193,586</u>	139.64%
DEPARTMENT GRAND TOTAL	<u><u>80,380</u></u>	<u><u>80,782</u></u>	<u><u>40,391</u></u>	50.00%	<u><u>193,586</u></u>	139.64%

BUDGET REQUEST

Fiscal Year: 2021 - 2022
 Department: Health Department
 Account Number: 800
 Notes: Expenditure Data as of: 12/17/2020

		FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
	Contributions/Transfers							
567	Contributions/Transfers oth Gov. Ent	\$ -	\$ -	\$ -		\$ 112,400		
567	In-Kind Contributions-Rent/Util	\$ 80,380	\$ 80,782	\$ 40,391	50.00%	\$ 81,186		
	Total Contributions/Transfers	\$ 80,380	\$ 80,782	\$ 40,391		\$ 193,586	\$ -	\$ -
	Department Grand Total	\$ 80,380	\$ 80,782	\$ 40,391	50.00%	\$ 193,586	\$ -	\$ -

*Note: In FY20, \$3,600 was contributed from the Coal Severance Fund



567 Contributions to Other Govt Entities

	FY20	FY21 YTD as of	FY21
	Actual	12/17/2020	Budget
County in-Kind Contributions	\$ 77,400	\$ -	\$ 79,550
County Contribution-Other	\$ -	\$ -	\$ -
JCHD Budgetary Info			
Revenue-State Allocation, Grants & Fees			\$ 905,638
Personnel and Benefits			\$ 785,716
Operating Expenditures			\$ 271,825
Deficit-Use of Fund Balance		\$ -	\$ (151,903)

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Hire an additional nurse				\$50,000	Additional medical services can be offered for which the department can be reimbursed
Hire six part time contact tracers		\$62,400			20 hours per week at \$20 per hour for 26 weeks times 6 tracers
					The need for contact tracers will continue through most of 2021.
					Even as the impact of vaccinations takes effect there will continue to be a need to contact and trace affected individuals. Until recently the National Guard has been serving as contact tracers. They are now more actively involved in distributing vaccines
Total	-	62,400	-	50,000	
Total Object Code	112,400				

Jefferson County Health Department

December, 2020

Focus is on public health i.e., prevention of disease rather than treatment of illness

Four main areas:

- Clinical Services – immunizations, cancer screening, family planning
- Environmental Health – septic systems, drinking water wells
- Food Safety – restaurant inspections
- Threat Preparation – readiness for major outbreaks

Staffing

11 full-time

5 part-time contract

4 part-time temporary contact tracers

3 vacancies – Health Administrator, Threat Preparation Coordinator, Office Assistant

Finances FY 2020

Income	\$905,639
Expense	\$1,057,542
Deficit	\$151,903

Income breakdown

Medical Services	\$116,445
State Allocation	\$379,418
Environmental Fees	\$183,866
Threat Preparation Grant	\$90,309
COVID 19 Grant	\$40,578
Food cards	\$18,900

Expense Breakdown

Personnel	\$785,716
Administration	\$71,718
Clinical	\$101,158

Significant Issues

Administration of COVID 19 vaccine

Plan for ongoing COVID testing

Hiring of Health Administrator

Financial status – bank balance is \$569,000

CARES funding

Jefferson County Commission
 Budget Summary
 Dept 808-SOLID WASTE AUTHORITY
 FY2021-2022

1/29/2021

001808-SOLID WASTE AUTHORITY	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
TOTAL CONTRIBUTIONS TO OTH	0	0	0	0.00%	0	100.00%
DEPARTMENT GRAND TOTAL	0	0	0	0.00%	0	100.00%

Jefferson County Commission
 Budget Summary
 Dept 900-PARKS AND RECREATION
 FY2021-2022

1/29/2021

001900-PARKS AND RECREATION	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRACTUAL SERVICES						
421100 TELEPHONE	0	2,107	0	0.00%	2,107	0.00%
TOTAL CONTRACTUAL SERVICES	<u>0</u>	<u>2,107</u>	<u>0</u>	0.00%	<u>2,107</u>	0.00%
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	270,464	380,215	114,402	30.09%	287,445	-24.40%
456701 PARKS AND REC PERSONNEL CONTRB	243,780	443,780	354,085	79.79%	443,780	0.00%
456702 PARKS AND REC SCHOLARSHIP FUND	10,000	10,000	7,500	75.00%	2,500	-75.00%
456706 IN-KIND RENT-PARKS AND REC	151,730	152,790	76,395	50.00%	153,850	0.69%
TOTAL CONTRIBUTIONS TO OTH	<u>675,974</u>	<u>986,785</u>	<u>552,382</u>	55.98%	<u>887,575</u>	-10.05%
DEPARTMENT GRAND TOTAL	<u>675,974</u>	<u>988,892</u>	<u>552,382</u>	55.86%	<u>889,682</u>	-10.03%

BUDGET REQUEST

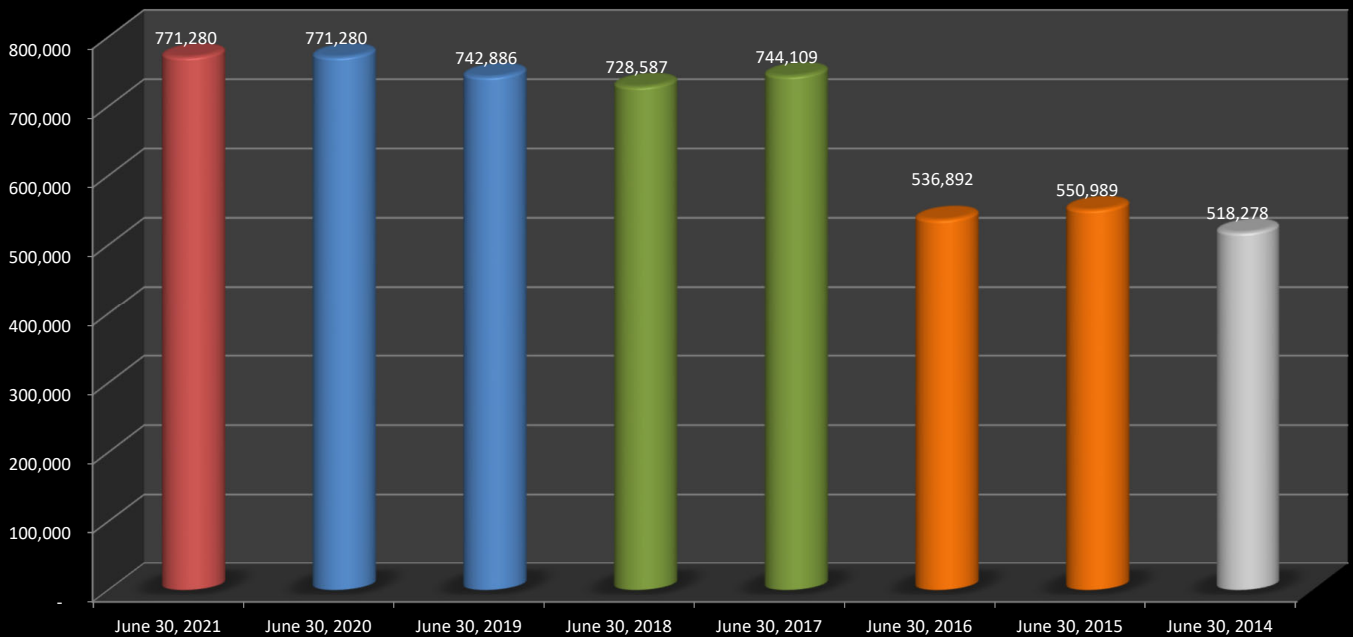
Fiscal Year: 2021 - 2022
Department: Parks and Recreation
Account Number: 900

Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
Contributions/Transfers							
211 Telephone	\$ -	\$ 2,107	\$ -	0.00%	\$ 2,107		
567-0 Hotel/Motel	\$ 270,464	\$ 380,215	\$ 99,841	26.26%	\$ 287,445		
567-03 Personnel Contribution	\$ 243,780	\$ 443,780	\$ 354,085	79.79%	\$ 443,780		
567 Scholarship	\$ 10,000	\$ 10,000	\$ 7,500	75.00%	\$ 2,500		
567 In-Kind Contributions-Land/Bldgs/Util	\$ 151,730	\$ 152,790	\$ 76,395	50.00%	\$ 153,850		
Total Contributions/Transfers	\$ 675,974	\$ 988,892	\$ 537,821	54.39%	\$ 889,682	\$ -	\$ -
Department Grand Total	\$ 675,974	\$ 988,892	\$ 537,821	54.39%	\$ 889,682	\$ -	\$ -

*NOTE: Line 567-03 for FY21 includes COVID19 StopGap, one-time funding of \$185,000

8 Year Budget Analysis



45% of expected revenue

Description

Total
Total Object Code

45.0385% of expected revenue

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$ 270,464	\$ 99,841	\$ 380,215

Dept 900 Parks Recreation FY22 (004).xlsm

567-03 Personnel Contribution

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$ 243,780	\$ 354,085	\$ 443,780

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Full-time Staff Salaries		443,780			The Jefferson County Commission contributes funding to pay for full time staff.
Total	-	443,780	-	-	
Total Object Code	443,780				

567 Schlorship

FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$ 10,000	\$ 7,500	\$ 10,000

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Youth Scholarships (Programs)			2,500		Money used to provide program discounts to under privilege children that live
					in Jefferson County. Due to COVID-JCPRC did not utilize all monies allocated in
					FY21 so our request has been lowered as those monies will be spend in FY22.
Total		-	2,500	-	
Total Object Code	2,500				

Jefferson County Commission
 Budget Summary
 Dept 903-ARTS AND HUMANITIES
 FY2021-2022

1/29/2021

001903-ARTS AND HUMANITIES	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	12,010	16,884	5,080	30.09%	12,764	-24.40%
TOTAL CONTRIBUTIONS TO OTH	<u>12,010</u>	<u>16,884</u>	<u>5,080</u>	30.09%	<u>12,764</u>	-24.40%
DEPARTMENT GRAND TOTAL	<u>12,010</u>	<u>16,884</u>	<u>5,080</u>	30.09%	<u>12,764</u>	-24.40%

Jefferson County Commission
Budget Detail
Dept 903-ARTS AND HUMANITIES
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001903-ARTS AND HUMANITIES

001903.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	12,010	5,080	16,884	12,764
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
2.000% OF HOTEL OCCUPANCY TAX-MGORDON EST	MANDATED-JEFFERSON CO COMMISSION ESTABLISHES %	12,764
Total 001903.456700 - CONTR/TRSFR OTHR GOV UNIT		12,764

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 908-COMMUNITY CENTER-FOOD PANTRY
 FY2021-2022

1/29/2021

001908-COMMUNITY CENTER-FOOD PANT	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456800 CONTRIBUTION/ TRANSFER OTHER	0	0	0	0.00%	45,000	100.00%
TOTAL CONTRIBUTIONS TO OTH	<u>0</u>	<u>0</u>	<u>0</u>	0.00%	<u>45,000</u>	100.00%
DEPARTMENT GRAND TOTAL	<u>0</u>	<u>0</u>	<u>0</u>	0.00%	<u>45,000</u>	100.00%

Jefferson County Commission
Budget Detail
Dept 908-COMMUNITY CENTER-FOOD PANTRY
FY2021-2022

1/29/2021

Name Justificaton Amount
001908-COMMUNITY CENTER-FOOD PANTRY

001908.456800 - CONTRIBUTION/ JC MINISTRIES	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	45,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
CASA-VOLUNTEER RECRUITMENT	NEW INITIATIVE			5,000
JEFFERSON COUNTY MINISTRIES	NEW INITIATIVE			40,000
Total 001908.456800 - CONTRIBUTION/ JC MINISTRIES				45,000

NOTES:

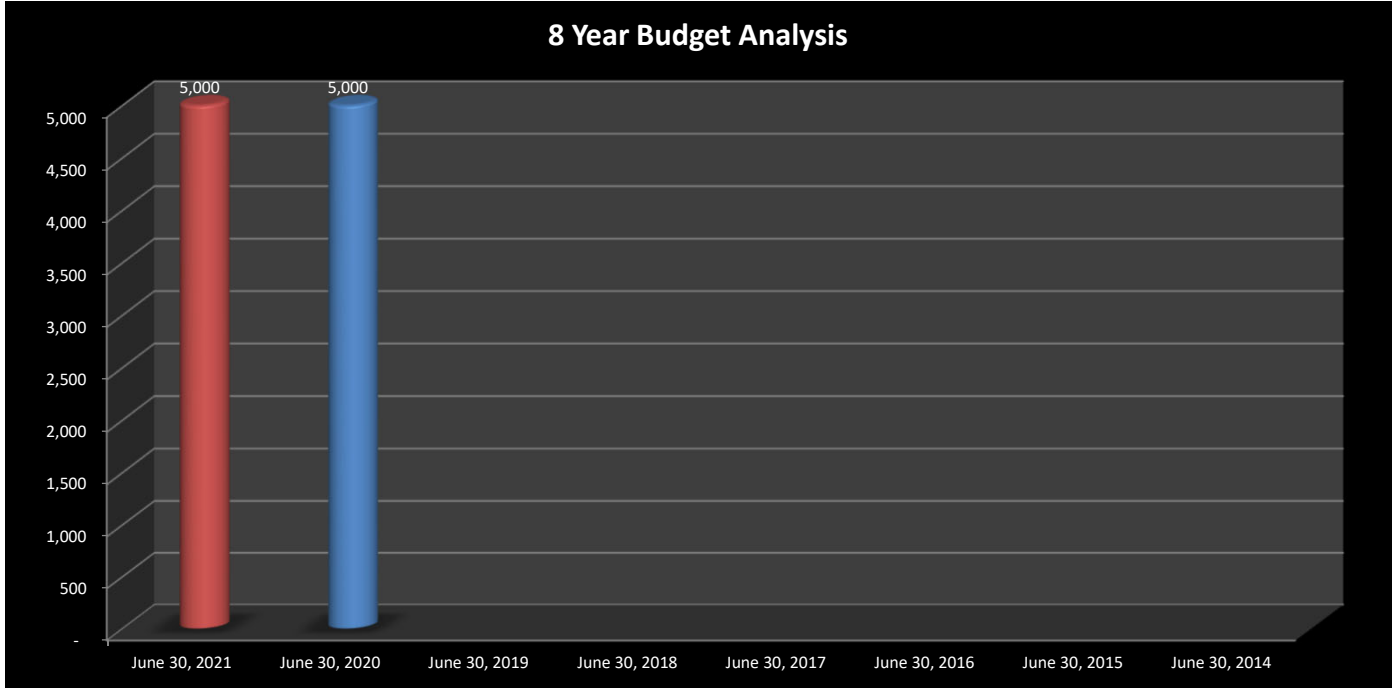
BUDGET REQUEST

Fiscal Year: 2021 - 2022
 Department: CASA Eastern Panhandle
 Account Number:

Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ 5,000	\$ 5,000	\$ -		\$ 5,000		
Total Contributions/Transfers	\$ 5,000	\$ 5,000	\$ -		\$ 5,000	\$ -	\$ -
Department Grand Total	\$ 5,000	\$ 5,000	\$ -		\$ 5,000	\$ -	\$ -

FY20 Funding was from the Coal Severance Fund



567 Contributions to Other Govt Entities

FY20	FY21 YTD as of	FY21
Actual	12/17/2020	Budget
\$ 5,000.00	\$ -	\$ 5,000.00

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Volunteer Recruitment CASA			5,000		
Total	-	-	5,000	-	
Total Object Code	5,000				

Mission Critical: CASA of the Eastern Panhandle
Volunteer Recruitment to Serve MORE Children
Funding Request: \$5,000

Organizational Overview

CASA-EP recruits, trains, and empowers community volunteers to advocate for children who have experienced abuse and neglect in the Eastern Panhandle. When the state steps in to protect a child's safety because the people responsible for protecting them have not, a judge appoints a highly-trained volunteer advocate to make independent and informed recommendations and help the judge decide what's best for the child. CASA volunteers work closely with legal and child welfare professionals, educators, community service providers, and foster parents to develop an in-depth knowledge of a case and advocate for child and family services. They form a one-on-one relationship with a child and stay with each case until it is closed and a safe, permanent, and loving home is secured.

During the pandemic, families have been quarantined and separated for months from their loved ones in an effort to stay healthy. Imagine what it's been like for hundreds of children across the Eastern Panhandle who were removed from their homes and placed in foster care during that time. Picture nearly 600 children having to relocate to a new home, new school, attend courtroom hearings with a revolving door of adults—all while coping with the trauma of abuse or neglect.

Our staff and nearly 80 volunteers have seen firsthand the pandemic's impact on the 325 children and families we serve. This includes the disruption of children's support networks and the suspension of critically important services like visitation with family, therapy and special education services.

Thankfully—and with much community support—CASA-EP pivoted to serve more children and families in 2020. We continue to recruit, provide online training, and hold virtually and socially-distanced swearing-in ceremonies for new volunteers. Staff and volunteers are also providing socially distant advocacy—Facetiming, texting, Zooming, and “visiting” from the safety of the sidewalk.

The Problem

As of December 31 2020, sixty children were involved in active child abuse and neglect cases in Jefferson County alone. While the reporting of suspected abuse and neglect has gone down in the county due to schools and child care center closures, the number of confirmed cases—and their severity—has tragically gone way up, +60% across the Eastern Panhandle.

While CASA-EP has grown and served 50% more children in 2020 vs. 2019, the need has increased in lock step, meaning we still are only serving 47% of the children who need CASA advocate.

Experiencing abuse, neglect and other forms of trauma can impact physical and mental health, academic achievement, and more. Sometimes, abuse and neglect of children can become a terrible cycle in which adults abused as children can become abusive with their own children. The negative impacts of child abuse can so grossly alter a person's physical, psychological and behavioral growth that it may perpetuate the cycle of child abuse and keep the foster care system "in business," depleting human spirits and public resources for decades.

The Solution

Based on National research, children who have a court-appointed volunteer have better outcomes. They receive more of the services that are critical to their long-term well-being than children who don't. They are more likely to succeed in school. And while their cases are among the most difficult and heartbreaking, children with court-appointed volunteers cycle through fewer foster placements and spend less time in foster care. They reach safe, permanent homes and loving families more quickly. This means significant savings of public dollars spent in out-of-home placements and a life-changing impact on a child's well-being that is beyond measure.

CASA-EP is unique among any other agency looking out for the best interests of children subjected to child abuse and neglect because:

- A CASA is an unpaid volunteer professional—we secure and support over 3,000 hours of volunteer time a year
- A CASA is closer to a one to one caseload than any other agency
- CASA-EP is the only outside agency that performs an entire independent analysis of a child's best interests
- In many cases, CASA-EP advocates form a long-term relationship with children and families they have served providing much-needed mentorship and support

The Proposed Program:

Volunteer Recruitment to Serve MORE Children

While progress was made by CASA-EP in 2020 to increase volunteer recruitment and children served numbers in Jefferson County, we know there is much more work to be done. Our goal is for every child before the courts in Jefferson County because of abuse or neglect to have a CASA advocate by their side.

To accomplish this goal, we will implement the following four strategies to increase volunteer recruitment of Jefferson County Residents and the number of children served in the county:

Key Strategy	Tactical Overview	Key Metrics How will we know we are successful?
1) Social Media	Use partnerships with 'like' Jefferson County groups and geographically-targeted social media advertising.	Number of volunteer inquiries from Jefferson County residents
2) Direct Referrals	Leverage the network and civic and religious affiliations of current CASA-EP's volunteers from Jefferson County to build awareness and volunteer recruiting opportunities.	Number of volunteer inquiries from Jefferson County Number of volunteers trained and sworn in from direct referrals
3) Community Events (Live or Virtual)	Engage promotionally with local Jefferson County events. Create targeted components to CASA-EP produced events to better reach and engage Jefferson County residents.	Number of Jefferson County 'happenings' where CASA-EP was present Number of people engaged from Jefferson County in CASA-EP events
4) On-the-Ground Presence	Secure office space for a CASA-EP Volunteer Supervisor in Jefferson County. Allocate staff time for direct work in volunteer outreach and supervision in Jefferson County.	Number of children from Jefferson County served by CASA-EP

Through this geographically focused, place-based recruitment and community engagement effort, we are committed to increasing the number of Jefferson County children served by CASA-EP from 47% to 75% in year 1 of the program.

We hope Jefferson County can continue to support this important program that serves our community's most vulnerable children and families. The need has never been greater.

Jefferson County – 2021/22 Funding Request

Project Budget: Volunteer Recruitment to Serve More Children

Budget Item	Description	Amount
EXPENSE		
Professional Fees	Jefferson County-based Outreach Coordinator/ Consultant \$20.00 per hour, 50 hours per month, over nine months	\$9,000
Program Promotional Materials for Volunteers	Brochure and graphics for digital outreach efforts	\$750
Meetings and Training	Food and Beverage	\$250
Total Expense		\$10,000
REVENUE		
Jefferson County Request	Budget Allocation	\$5,000
CASA-EP	Project Match	\$5,000
Total Support Revenue		\$10,000

BUDGET REQUEST

Fiscal Year: 2021 - 2022

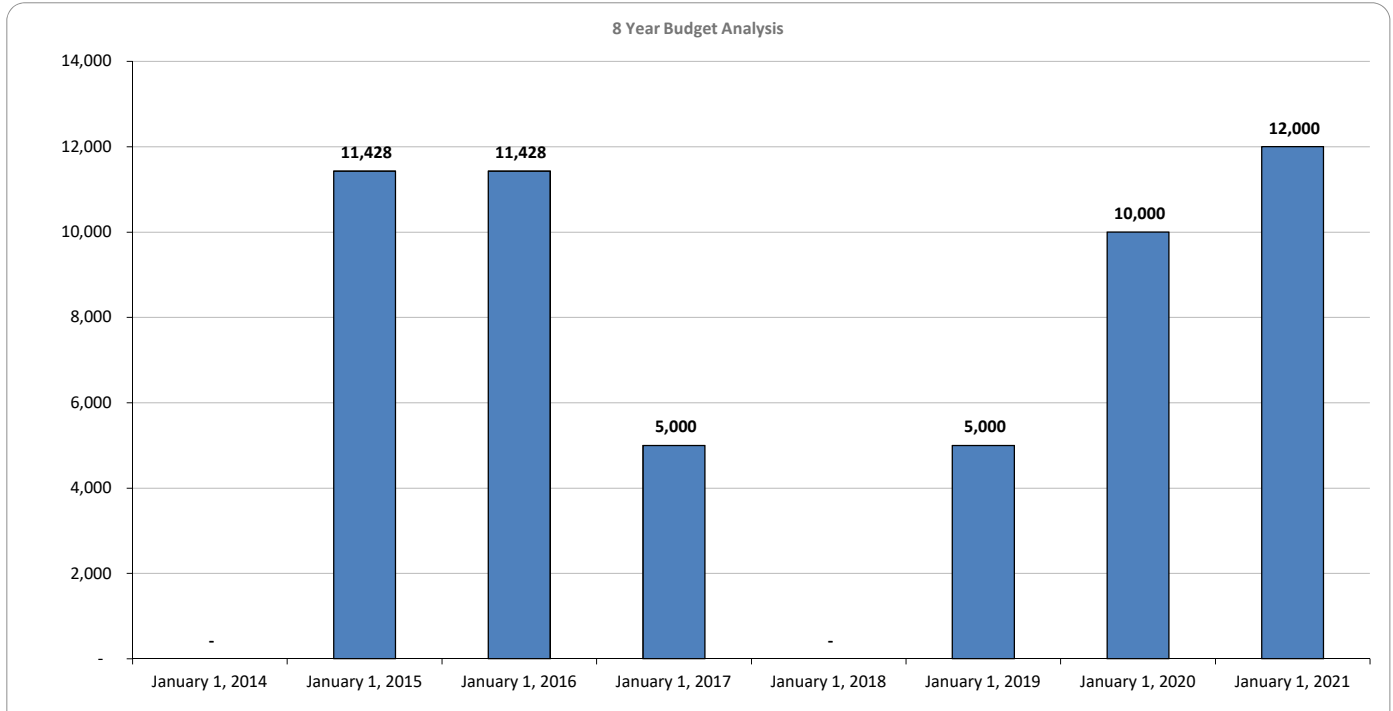
Department: Jefferson County Ministries

Account Number:

Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD	% Spent	FY22 Budget	Working	Approved
Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ 10,000	\$ 12,000	\$ 9,000	100.00%	\$ 40,000		
Total Contributions/Transfers	\$ 10,000	\$ 12,000	\$ 9,000		\$ 40,000	\$ -	\$ -
Department Grand Total	\$ 10,000	\$ 12,000	\$ 9,000		\$ 40,000	\$ -	\$ -

FY19, FY20 & FY21 -One Time Funding from the Coal Severance Fund



567 Contributions to Other Govt Entities

FY20	FY21 YTD as of	FY21
Actual	12/17/2020	Budget
\$ 10,000.00	\$ 9,000.00	\$ 12,000.00

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
		40,000			
Total	-	40,000	-	-	
Total Object Code	40,000				

Michelle Gordon

From: Keith Lowry <directorkeith@jccm.us>
Sent: Tuesday, January 12, 2021 3:40 PM
To: Michelle Gordon
Subject: Revision to Budget Submission
Attachments: Dept 95X Jefferson County Ministries (3).xlsx

Michelle,

After some consideration and chatting with Mayor Bob Trainor and others, I am submitting a change to our previous budget submission. If that doesn't make sense, or if I am too late, please let me know.

All the best,
Keith Lowry
Executive Director, JCCM
571.213.4651

Jefferson County Commission
 Budget Summary
 Dept 909-HISTORICAL COMMISSION
 FY2021-2022

1/29/2021

001909-HISTORICAL COMMISSION	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	17,784	25,001	7,522	30.09%	20,401	-18.40%
TOTAL CONTRIBUTIONS TO OTH	<u>17,784</u>	<u>25,001</u>	<u>7,522</u>	30.09%	<u>20,401</u>	-18.40%
DEPARTMENT GRAND TOTAL	<u><u>17,784</u></u>	<u><u>25,001</u></u>	<u><u>7,522</u></u>	30.09%	<u><u>20,401</u></u>	-18.40%

Jefferson County Commission
Budget Detail
Dept 909-HISTORICAL COMMISSION
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001909-HISTORICAL COMMISSION				
001909.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	17,784	7,522	25,001	20,401
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
HOTEL OCC TAX-2.9615% MGORDON EST		MANDATED-COUNTY DETERMINES %		18,901
CONTRIBUTION TO JC HIST PRES TRUST		NEW INITIATIVE		1,500
Total 001909.456700 - CONTR/TRSFR OTHR GOV UNIT				20,401

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 911-VISITORS BUREAU
 FY2021-2022

1/29/2021

001911-VISITORS BUREAU	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	300,258	422,100	127,004	30.09%	319,110	-24.40%
456704 CONTR/TRFR OTHER GOV UNIT	7,500	0	0	0.00%	0	100.00%
TOTAL CONTRIBUTIONS TO OTH	<u>307,758</u>	<u>422,100</u>	<u>127,004</u>	30.09%	<u>319,110</u>	-24.40%
DEPARTMENT GRAND TOTAL	<u>307,758</u>	<u>422,100</u>	<u>127,004</u>	30.09%	<u>319,110</u>	-24.40%

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001911-VISITORS BUREAU				
001911.456700 - CONTR/TRSFR HOTEL OCC-CVB	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	300,258	127,004	422,100	319,110
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST
50% OF HOTEL OCCUPANCY	MANDATED-STATE CODE			
TAX-MGORDON ESTIMATED				319,110
Total 001911.456700 - CONTR/TRSFR HOTEL OCC-CVB				319,110

NOTES:

<u>Name</u>	<u>Justificaton</u>			<u>Amount</u>
001911.456704 - CONTR/TRFR OTHER-CVB	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	7,500	0	0	0
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION			DEPT REQUEST

Total 001911.456704 - CONTR/TRFR OTHER-CVB

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 916-LIBRARIES
 FY2021-2022

1/29/2021

001916-LIBRARIES	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	330,000	330,000	247,500	75.00%	395,320	19.79%
TOTAL CONTRIBUTIONS TO OTH	<u>330,000</u>	<u>330,000</u>	<u>247,500</u>	75.00%	<u>395,320</u>	19.79%
DEPARTMENT GRAND TOTAL	<u>330,000</u>	<u>330,000</u>	<u>247,500</u>	75.00%	<u>395,320</u>	19.79%

Jefferson County Commission
Budget Detail
Dept 916-LIBRARIES
FY2021-2022

1/29/2021

Name Justificaton Amount
001916-LIBRARIES

001916.456700 - CONTR/TRSFR OTHR GOV UNIT	FY20 ACTUAL	FY21 YTD	FY21 BUDGET	FY22 REQUEST
	330,000	247,500	330,000	395,320
MANDATED - Required by law or statute MISSION CRITICAL - Elimination would result in failure to meet critical functions DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION	JUSTIFICATION		DEPT REQUEST	
BOL-HRPRS FRY-MATERIALS	MISSION CRITICAL		19,672	
BOL-HRPRS FRY-OPERATIONS	MISSION CRITICAL		19,673	
BOL-HRPRS FRY-SALARIES	MISSION CRITICAL		43,155	
CHARLES TOWN-MATERIALS	MISSION CRITICAL		30,500	
CHARLES TOWN-SALARIES	MISSION CRITICAL		52,000	
SHEPHERDSTOWN-MATERIALS	MISSION CRITICAL		16,500	
SHEPHERDSTOWN-OPERATIONS	MISSION CRITICAL		16,500	
SHEPHERDSTOWN-SALARIES	MISSION CRITICAL		49,500	
SO JEFFERSON-MATERIALS	MISSION CRITICAL		8,850	
SO JEFFERSON-OPERATIONS	MISSION CRITICAL		38,000	
SO JEFFERSON-SALARIES	MISSION CRITICAL		35,650	
BOL-HRPRS FRY-MATERIALS-HOTSPOTS	NEW INITIATIVE		2,160	
BOL-HRPRS FRY-OPERATIONS-INC UTILITY/AUDIT	NEW INITIATIVE		2,500	
BOL-HRPRS FRY-SALARIES INCREASED HOURS	NEW INITIATIVE		8,000	
CHARLES TOWN-STAFF RAISES AND PERSONNEL	NEW INITIATIVE		18,000	
SHEPHERDSTOWN-MATERIALS MEDIA LAB	NEW INITIATIVE		4,900	
SHEPHERDSTOWN-ONE HALF TIME NEW POSITION	NEW INITIATIVE		15,600	
SO JEFFERSON-MATERIALS-HOTSPOTS FOR PATRONS	NEW INITIATIVE		2,160	
SO JEFFERSON-OPERATIONS-NEW AUDIT EXP	NEW INITIATIVE		2,000	
SO JEFFERSON-STAFF RAISES	NEW INITIATIVE		6,500	

Jefferson County Commission
Budget Detail
Dept 916-LIBRARIES
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>
SHEPHERDSTOWN-OPERATIONS-NEW LIBRARY	NEW INITIATIVE-MAINT COST NEW LIBRARY SPACE	3,500
Total 001916.456700 - CONTR/TRSFR OTHR GOV UNIT		<u>395,320</u>

NOTES:

Jefferson County Commission
 Budget Summary
 Dept 952-SENIOR CITIZENS
 FY2021-2022

1/29/2021

001952-SENIOR CITIZENS	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	0	0	0	0.00%	14,382	100.00%
TOTAL CONTRIBUTIONS TO OTH	<u>0</u>	<u>0</u>	<u>0</u>	0.00%	<u>14,382</u>	100.00%
DEPARTMENT GRAND TOTAL	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	0.00%	<u><u>14,382</u></u>	100.00%

Jefferson County Commission
Budget Detail
Dept 952-SENIOR CITIZENS
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>

001952-SENIOR CITIZENS

001952.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	0	0	0	14,382

MANDATED - Required by law or statute
MISSION CRITICAL - Elimination would result in failure to meet critical functions
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical
NEW INITIATIVE - Spending not included in the prior year budget

DESCRIPTION	JUSTIFICATION	DEPT REQUEST
LOCAL MATCH FOR GRANT-TRANS/NUTRIT/ CAREGIVER	MISSION CRITICAL	14,382
Total 001952.456700 - CONTR/TRSFR OTHR GOV UNIT		14,382

NOTES:

BUDGET REQUEST

Fiscal Year: 2021 - 2022

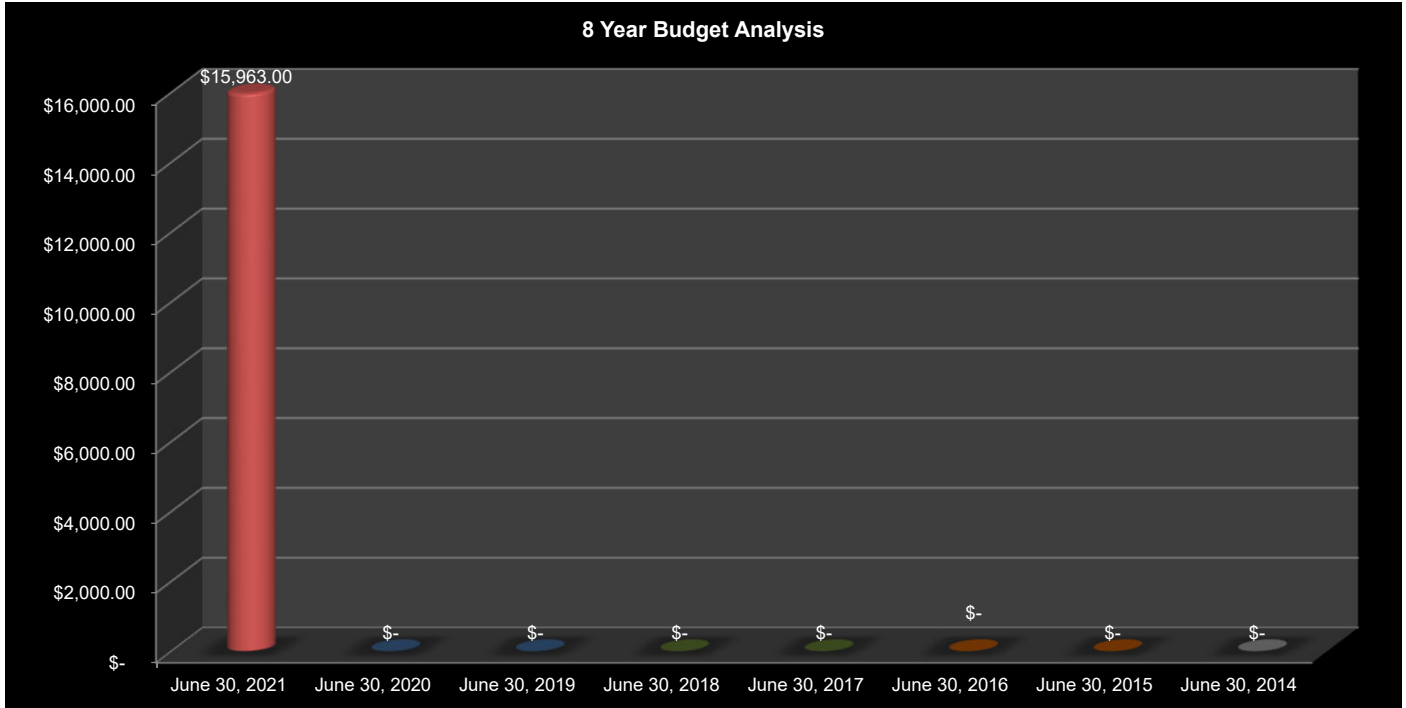
Department: Senior Citizens

Account Number: 952

Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ -	\$ 15,963	\$ -		\$ 14,382		
Total Contributions/Transfers	\$ -	\$ 15,963	\$ -		\$ 14,382	\$ -	\$ -
Department Grand Total	\$ -	\$ 15,963	\$ -		\$ 14,382	\$ -	\$ -

NOTE: For FY21, \$15,963 was approved and funded by the Coal Severance Fund



567 Contributions to Other Govt Entities

	FY20	FY21 YTD as of	FY21
	Actual	12/17/2020	Budget
\$	-	\$ -	\$ 15,963

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
Request for funding to provide local match for Title 3 grant		14,382			Jefferson County Council on Aging requests the funds from the county commission to cover the required local match for four Title 3 grants. These grants cover transportation services, nutrition, evidence based programs and family caregiver services.
Total	-	14,382	-	-	
Total Object Code	14,382				

Jefferson County Commission
 Budget Summary
 Dept 953-PUBLIC TRANSPORTATION
 FY2021-2022

1/29/2021

001953-PUBLIC TRANSPORTATION	FY20 ACTUAL	FY21 BUDGET	FY21 YTD	% SPENT YTD	FY22 REQUEST	
CONTRIBUTIONS TO OTH						
456700 CONTR/TRSFR OTHR GOV UNIT	60,000	30,000	0	0.00%	60,000	100.00%
TOTAL CONTRIBUTIONS TO OTH	<u>60,000</u>	<u>30,000</u>	<u>0</u>	0.00%	<u>60,000</u>	100.00%
DEPARTMENT GRAND TOTAL	<u>60,000</u>	<u>30,000</u>	<u>0</u>	0.00%	<u>60,000</u>	100.00%

Jefferson County Commission
Budget Detail
Dept 953-PUBLIC TRANSPORTATION
FY2021-2022

1/29/2021

<u>Name</u>	<u>Justificaton</u>	<u>Amount</u>		
001953-PUBLIC TRANSPORTATION				
001953.456700 - CONTR/TRSFR OTHR GOV UNIT	<u>FY20 ACTUAL</u>	<u>FY21 YTD</u>	<u>FY21 BUDGET</u>	<u>FY22 REQUEST</u>
	60,000	0	30,000	60,000
MANDATED - Required by law or statute				
MISSION CRITICAL - Elimination would result in failure to meet critical functions				
DISCRETIONARY - Consistent with operations, Neither Mandated nor Mission Critical				
NEW INITIATIVE - Spending not included in the prior year budget				
DESCRIPTION		JUSTIFICATION		DEPT REQUEST
EPTA-FUNDING FOR LOCAL MATCH REQUIREMENTS		MISSION CRITICAL		60,000
Total 001953.456700 - CONTR/TRSFR OTHR GOV UNIT				60,000

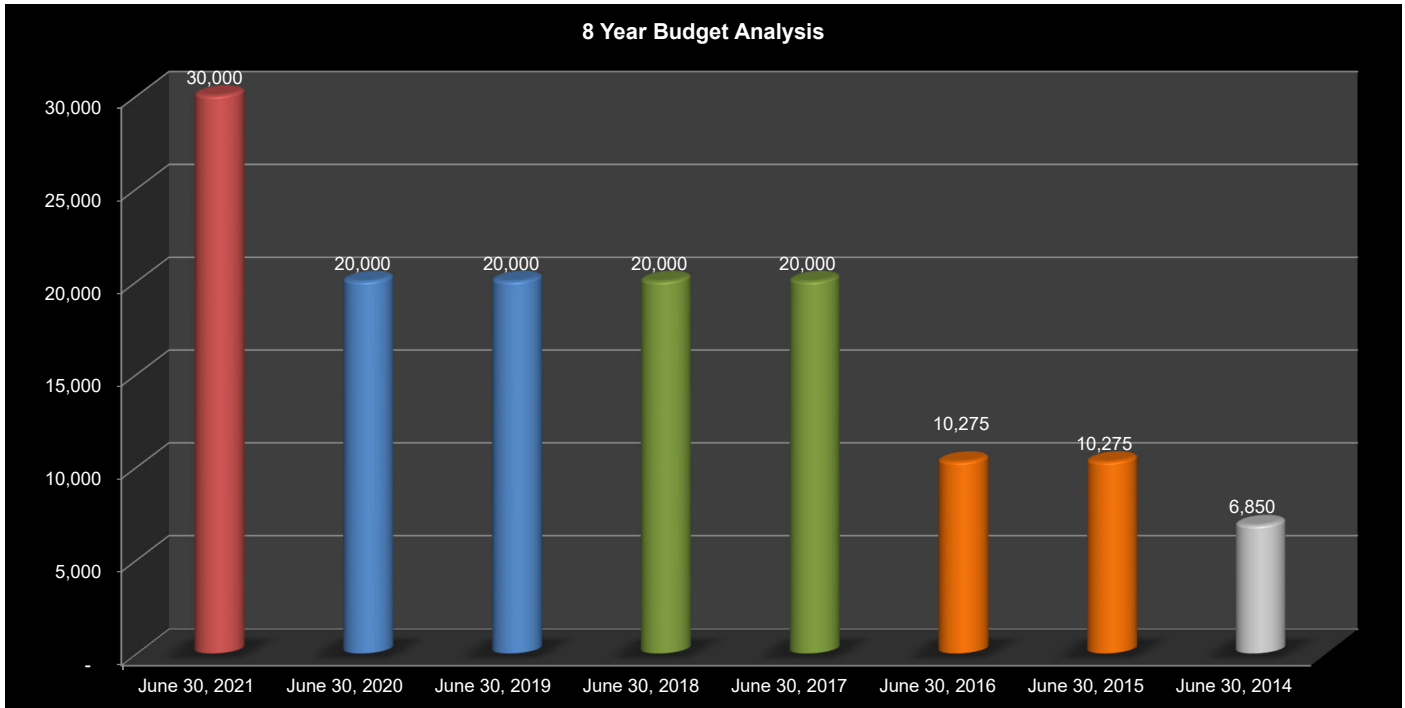
NOTES:

BUDGET REQUEST

Fiscal Year: 2021 - 2022
 Department: Public Transit
 Account Number: 953

Notes: Expenditure Data as of: 12/17/2020

	FY20 Actual	FY21 Budget	FY21 YTD Actual	% Spent YTD	FY22 Budget Request	Working Total	Approved FY22
Contributions/Transfers							
567 Contributions/Transfers oth Gov. Ent	\$ 20,000	\$ 30,000	\$ 10,751	35.84%	\$ 60,000		
Total Contributions/Transfers	\$ 20,000	\$ 30,000	\$ 10,751	35.84%	\$ 60,000	\$ -	\$ -
Department Grand Total	\$ 20,000	\$ 30,000	\$ 10,751	35.84%	\$ 60,000	\$ -	\$ -



567 Contributions to Other Govt Entities

	FY20 Actual	FY21 YTD as of 12/17/2020	FY21 Budget
\$	20,000	\$ 10,751	\$ 30,000

Description	FY22 Request Mandated	FY22 Request Mission Critical	FY22 Request Discretionary	FY22 Request New Initiative	Justification/ Purpose
		60,000			As demand for services increase and population statistics increase in our service, EPTA will be required to depend on local funding as the federal funding is anticiapted to decrease when the population in our urbanized zone exceeds 199,999 residents. EPTA has managed growth responsibly and looks to continue to grow and serve the ridership of Jefferson County.
Total	-	60,000	-	-	
Total Object Code	60,000				



January 26, 2021

Jefferson County Commission
124 East Washington Street
PO Box 250
Charles Town WV 25414
Attn: Michelle Gordon

Re: FY 21/22 Funding Requested

Dear Jefferson County Commissioners,

Total FY 21/22 funding requested from the County Commission

EPTA is requesting \$60,000.00 annual support for funding FY 21/22. As the area's public transit provider, we are aware of the changing demographics of our service area. EPTA is committed to grow and adapt to the needs of our growing communities increased demand for public transit services. EPTA provides critical infrastructure to the communities served.

EPTA significant accomplishments for FY 20/21

1. Prior to March 2020 EPTA ridership trend was again on track to record increased passenger trips
2. EPTA continues to provided critical transportation services for employees, medical transportation and essential travel during this ongoing COVID-19 Pandemic
3. Completed second five (5) year Transportation Development Plan
4. Completed the Public Transit Agency Safety Plan as required by the FTA
5. Expanded Demand Response fleet adding two (2) additional mini vans
6. Support Vehicle replacement using 5339 grant funding
7. EPTA in partnership with WV Public Transit Association (18 public transit agencies) began providing SOR Grant critical transportation services for individuals seeking recovery locally and across the state

The following agencies had committed to the following funds for FY 20/21

Berkeley County \$51,300

City of Martinsburg \$55,000

446 Novak Drive, Martinsburg WV 25405 Office: 304-263-0876 Fax: 304-264-9253

Jefferson County	\$30,000
City of Charles Town	\$9,000
City of Ranson	\$12,000
Bolivar	\$2,500

What major activities are planned by EPTA for FY 21/22

1. EPTA Transit Center Project: Ground breaking
2. Purchase replacement buses/vehicles: two (2) large duty buses (24+2passenger) – Delayed due to COVID from FY 20/21
3. Purchase additional bus shelters – Delayed due to COVID from FY 20/21
4. Purchase and installation of bus stop signage to enhance community transit wayfinding – Delayed due to COVID from FY 20/21
5. Celebrating 45 years of transportation to Berkeley and Jefferson Counties.

What will Jefferson County funds be used for:

EPTA will be using all funds towards operations of the transit services provided to the elderly, disabled, veterans, and all other ridership. While EPTA receives federal funds towards operation and capital expenses, these funds cannot be accessed without the local match that Jefferson County allocates to EPTA. It is essential and critical support that Jefferson County provides.

Without increasing local support for our agency, it will be challenging to meet the changing and growing demands for more service for an expanding community. While EPTA has managed growth in a responsible manner over the last 7 years, as the eastern panhandle grows and as the results of the 2020 Census report for population increases in our area, under the guidelines when populations exceeds 199,999 in the service area, EPTA Federal allocations decrease. It is imperative that EPTA seek additional commitments from our supporting municipalities.

COVI-19 Pandemic

There have been many challenges since March, 2020 operating with daily increased positive cases in the service area. EPTA has remained operational and continued to provide transportation services. EPTA reduced its workforce by 50% in March through the end of June when EPTA's largest revenue sources Harpers Ferry National Historic Park, Shepherd University and MARC suspended operations. These funding sources have been and continue to be affected by the pandemic as well. EPTA continued to provide essential travel for workforce, life sustaining medical transportation and essential shopping trips. A reduction of routes supporting Jefferson and Berkeley Counties. Critical connections between the two counties was maintained. As Executive

Director of this organization, I am extremely proud of the selflessness of our employees who continued to provide these services. July 2020, EPTA returned to full service and all staff returned to duty and has been providing safe, essential transportation to our residents. Please consider this request, so we may continue to provide transportation services to seniors, veterans, employees providing essential services and all passengers who rely on public transportation.

Regards,

A handwritten signature in black ink, reading "Elaine Bartoldson". The signature is fluid and cursive, with the first name "Elaine" being more prominent than the last name "Bartoldson".

Elaine Bartoldson, CCTM
Executive Director

CC: File

Eastern Panhandle Transit Authority

		FY21	FY22
Ordinary Income/Expense			
Income			
Farebox Cash		96,000.00	96,000.00
Farebox Tickets		74,000.00	74,000.00
Grants			
Operating Grant		760,373.00	760,373.00
Preventative Maintenance		215,500.00	215,500.00
5310 Mobility Manager WV		30,000.00	30,000.00
Commuter Service State WV		32,728.00	0.00
Total Grants		1,038,601.00	1,005,873.00
Local Funds			
Advertising Income			
In-kind Advertising		44,772.00	44,772.00
Advertising Income - Other		50,000.00	50,000.00
Total Advertising Income		94,772.00	94,772.00
Contract Revenue			
TANF		4,200.00	3,000.00
HFHNP		270,000.00	210,000.00
MARC/MD		5,000.00	2,500.00
NEMT - LogistiCare		210,000.00	180,000.00
Shepherd University		200,000.00	200,000.00
Commuter Service/WV		158,000.00	75,000.00
Berkeley County Services		50,000.00	50,000.00
WVPTA		36,000.00	90,000.00
Total Contract Revenue		933,200.00	810,500.00
Local Contribution			
Berkeley County Commission		51,300.00	100,000.00
Berkeley County In-Kind IT		10,275.00	10,275.00
Bolivar Town Council		3,000.00	6,000.00
City of Charles Town		9,000.00	20,000.00
City of Martinsburg		55,000.00	100,000.00
City of Ranson		12,000.00	24,000.00
Harpers Ferry Town Council		3,000.00	6,000.00
Jefferson County Commission		30,000.00	60,000.00
Transit Contributions		2,500.00	2,500.00
Total Local Contribution		176,075.00	328,775.00
EPTA Facility Income		60,451.00	0.00
Total Local Funds		1,109,275.00	1,139,275.00
Total Income		2,473,099.00	2,409,920.00

Expense

MARC State WV	0.00	0.00
In Kind Expense	44,772.00	44,772.00
Ad Legal, Procure, Employment	2,500.00	2,500.00
Audit Costs	4,600.00	5,400.00
Bank Service Charges	120.00	100.00
Board Expense	7,200.00	7,200.00
Contractual/Professional Serv.		
Consultant/Planning	30,000.00	30,000.00
Accounting	3,500.00	10,000.00
Computer Software & Maintenance	19,500.00	10,000.00
Total Contractual/Professional Serv.	53,000.00	50,000.00
Dues/Subscriptions/Memberships	4,500.00	4,500.00
Facility Maintenance		
Facility Maintenance	27,500.00	15,000.00
Security	1,000.00	1,000.00
Total Facility Maintenance	28,500.00	16,000.00
Fuel	225,000.00	225,000.00
Garage/Vehicles		
On -Site Vehicle Maint	6,000.00	7,500.00
Off-Site Vehicle Maint & Towing	20,000.00	20,000.00
Service Materials	6,500.00	6,500.00
Shop Equipment	4,000.00	4,200.00
Hand Tools	1,000.00	1,000.00
Total Shop Equipment	37,500.00	39,200.00
Tires	14,000.00	14,000.00
Vehicle Equipment		
Replacement Parts	30,000.00	30,000.00
Zonar/Passio	22,100.00	30,000.00
Vehicle Equipment	10,000.00	10,000.00
Total Vehicle Equipment	62,100.00	70,000.00
Total Garage/Vehicles	113,600.00	123,200.00
Retirement/Employee	0.00	0.00
Insurance		
Auto & Property/Casualty	132,224.00	132,224.00
Workers Comp	43,000.00	43,000.00
Total Insurance	175,224.00	175,224.00
Marketing		
Advertising	3,500.00	2,000.00
Bus Logo	500.00	500.00
Promotional Items	2,000.00	1,000.00

Marketing Supplies	2,000.00	1,000.00
Text Alert	500.00	500.00
Web	1,500.00	750.00
Total Marketing	10,000.00	5,750.00
Office Expenses		
Office Equipment	8,000.00	8,000.00
Personnel Expenses	1,200.00	1,200.00
Office Supplies	3,500.00	3,500.00
Advertising Commision	7,500.00	7,500.00
Total Office Expenses	20,200.00	20,200.00
Payroll Expenses		
Dental Ins Company	10,600.00	10,600.00
Life,AD/D,STD,LTD	31,245.00	33,000.00
Pay Exp. - FICA	104,032.00	110,000.00
Pay Exp. - SUTA Exp.	30,500.00	25,000.00
Vision Ins Company Expense	4,300.00	4,300.00
Total Payroll Expenses	180,677.00	182,900.00
Postage and Delivery	750.00	750.00
Printing/Copying	16,000.00	16,000.00
Safety/Training Supplies		
Drug/Alc, Phys, Back Ground	6,000.00	6,000.00
Safety/Training Supplies	6,000.00	10,000.00
Total Safety/Training Supplies	12,000.00	16,000.00
Salaries		
Driver's Salaries		
EPTA Driver	399,640.00	399,640.00
HFHNP Driver	141,750.00	120,000.00
MARC Driver	35,020.00	25,000.00
NEMT Driver	133,000.00	133,000.00
Demand Response Driver	90,125.00	120,000.00
Shepherd University Driver	50,058.00	45,000.00
Total Driver's Salaries	849,593.00	842,640.00
Maintenance		
Mechanic	70,500.00	70,720.00
Fleet Specialist	35,568.00	25,000.00
HFHNP Mechanic	56,500.00	56,765.00
Total Maintenance	162,568.00	152,485.00
Staff Salaries		
Deputy Director/Marketing	52,500.00	52,500.00
Director	65,000.00	65,000.00
Dispatcher	66,492.00	67,600.00

Operations Manager	51,500.00	51,500.00
Admin Assit/Mktg	50,000.00	27,040.00
Safety & Operations Specialist	31,200.00	31,200.00
Overtime	40,000.00	18,404.00
Procurement/Inventory/Maintenanc	31,200.00	31,200.00
Mobilty Manager	29,640.00	29,580.00
Total Staff Salaries	417,532.00	374,024.00
Total Salaries	1,429,693.00	1,369,149.00
Travel & Training	15,000.00	15,000.00
Uniforms (Employee)		
Uniforms - Maintenance/Mechanic	3,000.00	3,000.00
Uniforms (Employee)	6,000.00	6,000.00
Total Uniforms (Employee)	9,000.00	9,000.00
EPTA Facility Expense	69,766.00	75,000.00
Utilities		
Gas and Electric	14,000.00	14,000.00
Telephone/Communications	17,000.00	16,000.00
Waste/Trash	3,000.00	3,500.00
Water & Sewer	2,500.00	2,500.00
Berkeley County IT	10,275.00	10,275.00
Total Utilities	46,775.00	46,275.00
Total Expense	2,468,877.00	2,409,920.00

