



Agenda
Board of Supervisors Meeting
Tuesday, April 28, 2020 at 6:00 PM
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727

Call to Order, Pledge of Allegiance, Moment of Silence & Determination of Quorum

Consideration of the Proposed Agenda/Adoption of the Consent Agenda

1. A. April 14, 2020 Meeting Minutes (Frye)
- B. FY20 Budget Adjustments (Costello)

Public Hearings

2. Temporary Emergency Meeting Ordinance (Gregg)

Public Comment

Special Appearances

Reports

- A. Constitutional Officers
- B. Boards & Committees
- C. Departments
- D. County Administrator

Old Business

3. Report: Courthouse/War Memorial Building Security System (Livingston & Berry)
4. Report: Status of Animal Shelter & Animal Control Policies (Cave)
5. Report: Public Safety Random Drug Testing Policy (Hillstrom)
6. Consideration: EMS Ambulance Purchase (Hillstrom)

New Business

7. Report: Floodplain Ordinance Update and Map Adoption (Webb)
8. Consideration: Benefits Consultant and Health Insurance Procurement (Costello)
9. Discussion: EMS Hazard Duty Pay (Jackson)

FY21 Budget

10. FY21 Budget Worksession (Jackson)
11. Consideration: FY21 Administrative Fee Resolution (Hobbs)
12. Consideration: CY20 Tax Rate Ordinance (Hobbs)
13. Consideration: Adjustment of June 5 Real Estate Tax Due Deadline to June 26 (Jackson)
14. Consideration: FY21 Budget Resolution (Costello)

Public Comment

Closed Session

Adjourn

15. Schedule Worksession on County Administration Center Renovation Project

MEETING #17 – April 14

At a Regular Meeting (#1) of the Madison County Board of Supervisors on April 14, 2020 at 4:00 p.m.
at the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chair
Charlotte Hoffman, Vice-Chair
Kevin McGhee, Member
Amber Foster, Member
Carty Yowell, Member
Jack Hobbs, County Administrator
Mary Jane Costello, Assistant Count Administrator/Finance Director
Sean Gregg, County Attorney
Jacqueline S. Frye, Deputy Clerk

Call to Order, Pledge of Allegiance & Moment of Silence & Determination of Quorum Consideration of the Proposed Agenda/Adoption of the Consent Agenda

All members are present; a quorum is established.

Chairman Jackson referred to the Agendas presented for meeting session, and called for further amendments and/or adoption.

Regular Agenda:

Items to be added for discussion:

Item 11D: Discussion: Sands Anderson Bond Counsel Contract

Supervisor Foster moved that the Board approve today's Agenda as amended, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Chairman Jackson provided clarity on the various online methods provided today for individuals to join the meeting process (i.e. Vimeo links, dial up alternative, etc.).

Consent Agenda:

Items for action:

A. Minutes of March 10'2020 (Foster Absent)

Supervisor Yowell moved that the Board approve the minutes of March 10, 2020, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Yowell. Abstain: Foster. Nay: (0).*

B. Minutes of March 26, 2020: Supervisor McGhee moved that the Board approve the minutes of March 26, 2020, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Supervisor Yowell requested that Item D [Refunding Resolution for County Administration Center Renovation Project] be pulled for further discussion.

Supervisor Yowell moved that the Board approve the Consent Agenda as stated, *excluding Item D*, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Items approved were as follows:

C. Reappointment of the following individuals to the respective Committees for the terms indicated:

1. Dudley Pattie for a four-year term on the Madison County Industrial Development Authority for a term to commence on April 12, 2020 and expiring on April 11, 2024
2. Steve A. Grayson for a four-year term on the Madison County Industrial Development Authority for a term to commence on April 12, 2020 and expiring on April 11, 2024
3. Jerry Butler for a four-year term on the Madison County Social Services Board for a term to commence on July 1, 2020 and expiring on June 30, 2024.
4. Sarah M. Berry for a seat on the Germanna Community College Board to commence on July 1, 2020 and expiring on June 30, 2024.

E. Resolution #2020-10 that would appropriate monies from the FY20 Capital Budget

F. Supplemental Appropriation #20-40 to provide funding for the executed Moore Building Lease-Purchase agreement

G. Supplemental Appropriation #20-41 that would fund the Rapidan Blueway Study

H. Supplemental Appropriation #20-42 to authorize the purchase of four new vehicles for the Sheriff's Department

I. Supplemental Appropriation #20-43 to fund the purchase of one new school bus

J. Supplemental Appropriation #20-44 for the Sheriff's Department training funds reimbursement monies.

K. Acknowledge receipt of monthly departmental staff reports.

- *Supervisor Yowell: Referred to the fact that the proposed consolidation of the Administration Building is something that can be deferred a while; also questioned what type of commitment the proposed resolution will require of the County.*

The County Administrator advised that the proposed resolution will not require any commitment on the part of the County, but will allow all options to remain open along with opportunities for reimbursement of monies spent prior to the borrowing of any funding, as stipulated by the IRS, and

will be exercised by the bond lawyers and financial advisors overseeing the project.

Supervisor Foster moved that the Board approve Resolution #2020-11 [BOS Expressing the Intent to Finance the Issuance of Certain Indebtedness & to Facilitate Reimbursement of Outlays that Occur Prior to Said Financing], seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).* The Resolution is attached at the end of the minutes

Public Comment

Special Appearances

Reports

A. Constitutional Officers

Treasurer: Stephanie Murray, Treasurer, reported that her office is open to the public by appointment only.

Commonwealth Attorney: Clarissa Berry, Commonwealth Attorney, reported that her office is open to the public and that staff is currently working staggered shifts and appearing in court as required.

Sheriff: Erik Weaver, Sheriff, advised that his office is serving to the best of their ability; overtime is being utilized by staff working on the weekends.

Schools: Barry Penn Hollar, School Board, advised that the school currently has no online educational protocols in place, but will be sending work packets to all students; reported that the state has initiated a waiver for SOL requirements for all students; advised that the state may be receiving some federal finding; however, it was also noted that any proposed increases (to include teacher pay raises, additional staff positions) are frozen.

MESA: John Sherer, Emergency Management Services Coordinator, advised that MESA is in good shape and has fed about 500; accolades were given to all that have provided an outpouring of support to local families.

- Ralph Figgers: Advised that the volume during today's online meeting is very poor; requested that all parties speak louder.

B. Boards & Committees

C. Departments

Emergency Management Services: John Sherer, Emergency Management Services Coordinator, was present to advise that daily communications are being initiated with the Virginia Department of Emergency Management with constant changes being reported concerning the COVID-19 pandemic; the County officially has seven (7) reported cases, with one (1) case reported from within a long-term care facility; the EMS department has adopted 1st responder protocol; noted that the personal detector equipment is current and there is good stock in place with constant assessments being made to keep stock replenished; noted that much planning is ongoing daily; advised that he although he hasn't been required to put in a lot of overtime, this may well change as the pandemic situation continues; although there are several models to predict the pattern of the pandemic, it appears that those most affected are the elderly and those with chronic health conditions.

Accolades were given to local emergency services and medical personnel for all their efforts to deal with the

COVID-19 pandemic.

EMS: Noah Hillstrom, Director of Emergency Medical Services, verbalized an appreciation for the teamwork demonstrated by local emergency services personnel.

D. County Administrator: Jack Hobbs, County Administrator, reported that much time has been dedicated to working on the COVID-19 pandemic issue and efforts to stay abreast of the many changes being reported; public traffic and county business has decreased this month (i.e. no zoning applications have been received; there are currently no cats at the animal shelter); meetings have been disrupted due to the existing Governor's orders; anticipates that committees/boards/commissions may need to meet within the coming month or so.

Old Business

2. Consideration: Public Safety Radio Project Consulting Contract (Gordon): Brian Gordon, Director of Emergency Communications, was present and advised that the public safety radio project contract has been in the works since December 2019; cooperative procurement has been sought based on consultations with Black & Veatch, Inc. on Phase I and Phase II of the proposed project. Current contract is with Mission Critical Partners (formerly Black & Veatch), and will be in place over a twenty-four (24) month period, in conjunction with Greene County in an effort to provide some savings (i.e. County's share of the contract will be \$197,373.56), and some hours will be directly assigned to each perspective locality; the proposed length of the contract is subject to change, based on unforeseen delays that may arise.

- *Supervisor McGhee: Questioned the proposed itemized costs being anticipated (by the company); feels the per diem rates are relatively high; questioned if these proposed rates have been assessed.*
- *Supervisor Yowell: Noted that the federal per diem rate does include a rate for lodging and meals which will Questioned if the per diem rates cover lodging and meals that will prevent the County from being billed more than what's allowed.*

Mr. Gordon advised that all rates are an estimated and are based on federal travel rates; the County will only be billed for the actually cost, and noted that what's listed as the per diem is what's actually allowed. Any concerns regarding costs being charged to the County will be assessed accordingly.

- *Chairman Jackson: Further clarified that the per diem costs are actually a 'do not exceed' cost association.*

The County Attorney further noted that the proposed contract does contain language to reflect the overall costs being discussed.

Supervisor Hoffman moved that the Board of Supervisors authorize the Chairman to execute the proposed contract with Mission Critical Partners for consulting services related to the Public Safety Radio Project, seconded by Supervisor Foster. **Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).**

3. Consideration: County Administration Center Renovation Project Space Study (Hobbs): The County Administrator advised that an architect has been hired to study the renovations of the administration

building and the old health department building, which culminated into an online presentation that was recently launched. Based on finding from the recent study, four (4) options have being provided today regarding the proposed renovation, for the Board's review and advisement. County staff was asked to participate in a survey, which yielded input (from twelve (12) [out of sixteen (16)] individuals, with favorable results for Option #2. The proposed project will have an impact on the Madison Free Clinic that currently operates in the old health department building. Feedback from the Board is essential before the proposed project can move forward.

- *Supervisor Foster: Verbalized concerns that the renovation of the administration building auditorium and that the cost as being a bit high, which she doesn't support.*
- *Supervisor Yowell Referred to the list of items that should be discussed considering the current situation facing the Board; questioned if funding for all proposed projects (i.e. schools, county space) could be rolled into one debt; questioned what the County's overall debt load would be with and without the proposed admin building renovations.*

The Finance Director referred to the fact that the proposal currently carries no impact on the County's fund balance and can remain within the budget, as it doesn't show any assumption of budgeted funding.

- *Supervisor Yowell: Further comments reflected on the proposed 2 cent tax increase; seeking ways to find \$340,000 within the proposed budget to offset a proposed tax increase.*
- *Supervisor Hoffman: Referred to the fact that the proposed renovations may need to be delayed just a bit.*
- *Chairman Jackson: Noted that a funding mechanism will need to be established in order to support the costs for the proposed renovation project; currently there is a propose school project (\$9,000,000+) and a radio project \$1,000,000+), which is extensive; further comments focused on Option #2 and the fact that formalized plans will provide some idea of the monetary impact that may be involved.*

The County Administrator advised that the County is committed completing the architecture work on the project; the next stopping point will be when the final design has been presented prior to moving forward with obtaining bids. In closing, it was noted that better project cost figures will not be available until bids from construction contractors have been received.

- *Supervisor McGhee: Referred to the current condition of the auditorium space; verbalized favor of seeing something done, but also questioned if a multi-purpose room could be initiated in Option #2 by taking a little space from what is being proposed for the Voter Registrar's Office.*

Supervisor Yowell moved that the Board move forward with Option #2 and ask the architects to consider the expansion of the proposed conference room, seconded by Supervisor Foster. ***Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).***

- *Chairman Jackson: Clarified (for the record) that today's action doesn't obligate the County to proceed with spending funding for any construction.*

The County Administrator advised that if the Board agrees, he'd like to send a formal letter of notice to the Madison Free Clinic (based on today's discussed timeline) to encourage them to seek future alternative space.

After discussion, it was the consensus of the Board to provide a notice with a timeframe of the end of September-early October 2020.

4. Consideration: Emergency and Electronic Meeting Procedures (Gregg): The County Administrator advised of actions proposed by the Governor with regard to the State budget and the protocol in the State that might allow the Board to meet electronically, when necessary (information included in today's meeting packet contained in today's meeting packet). In closing, the Board was encouraged to pass the amendment to existing Bylaws of the Madison County Board of Supervisors that would allow the aforementioned protocol to be utilized.

Supervisor Yowell moved that the Board amend the existing bylaws and rules of procedures to include Section 2.4.E to read: *'During times of local, state, or national emergency, the Board may conduct its meetings through electronic communication, when meeting in person is unsafe or impractical, in compliance with Virginia Code §2.2-3708.2.'* Seconded by Supervisor Foster. **Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).**

The County Attorney provided an overview of Virginia Code Section 2.4.F that would also allow the Board of Supervisors to request electronic meetings in the event that the Chair and/or members are unable to attend the meeting for any of the following reasons:

- a. Due to a temporary or permanent disability or other medical condition that prevents that member's personal attendance.
- b. The member is unable to attend the meeting due to a personal matter, and the member provides a description of the specific nature of the personal matter to the Chair.

However, no member of the Board of Supervisors shall be entitled to rely on this provision more than twice in any calendar year.

The aforementioned provision is being requested for approval in conjunction with the aforementioned recommendation to amend the Board's existing bylaws.

Supervisor Hoffman moved that the Board adopt an amendment to the Bylaws and Rules that states:

Board of Supervisor Requested Electronic Meetings

The Madison County Board of Supervisors may conduct any meeting in which public business is discussed or transacted through electronic communications if, on or before the day of the meeting, a member of the Board of Supervisors notifies the Chair of the Board that they are unable to attend the meeting for any of the following reasons:

- a. Due to a temporary or permanent disability or other medical condition that prevents that member's personal attendance.

b. The member is unable to attend the meeting due to a personal matter, and the member provides a description of the specific nature of the personal matter to the Chair.

No member of the Board of Supervisors shall be entitled to rely on this provision more than twice in any calendar year.

If the Chairman of the Board approves the electronic participation set forth in this Section, the Board shall record in its minutes the fact that a member participated remotely through electronic communications and specify the remote location from which the absentee member participated electronically. The Board shall also include in its minutes the reason(s) in 2.4.F the absentee member participated remotely.

If the Board Chairman denies participation from a remote location, the basis for such disapproval shall be recorded in the minutes with specificity.

Seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

New Business:

5. Discussion: EMS Random Drug Testing Policy (Hillstrom): Noah Hillstrom, Director of Emergency Medical Services, was present to provide a brief overview of the document to initiate random drug testing for paid EMS personnel; the County Attorney has been consulted to provide input on the proposed policy.

The County Attorney advised of concerns regarding unlawful search/seizure with the exception that random drug testing is being sought for individuals whose job will place the public at risk if said individuals are impaired due to drug usage of any form. Policies have been reviewed that are utilized in neighboring localities within the State with the anticipation that appropriate protocols can be compiled and presented for review and consideration for emergency services personnel (i.e. EMS, Sheriff, Dispatch), and possibly countywide, and for all personnel that are required to operate a county-owned vehicle.

- *Chairman Jackson: Questioned if the proposed policy would be compiled into two (2) policies (i.e. one for emergency personnel (i.e. EMS, Sheriff, Dispatch) and a secondary policy for 'prior to employment', and/or for any situations that 'raise reasonable suspicion').*

Further discussions focused in the fact that the policy will be for EMS personnel and other emergency personnel (Emergency Management, Dispatch), and possibly include verbiage to include all personnel.

The County Attorney referred to concerns pertaining to testing and the protocol that surrounding localities currently utilize for random drug testing.

- *Supervisor Foster: Questioned if the Sheriff has been asked about the specifics of the policy for random drug testing protocol utilized by the Sheriff's Office.*

The County Administrator advised that the recently adopted personnel policy contains pre-employment drug screening and “reasonable suspicion” testing requirements. It's felt that the issue of concern is based upon

how civil liberties, what's appropriate, and attain input from the Board prior to presenting specific protocols for review and adoption.

- *Supervisor Yowell: Referred to the draft presented and questioned if adoption of the proposed document is being crafted specifically crafted for EMS personnel.*

6. Consideration: EMS Ambulance Purchase (Hillstrom): Noah Hillstrom, Director of Emergency Medical Services, was present to advise there is a supply issue for emergency services vehicles at this time due to the recent COVID-19 pandemic; the costs associated with the unit will be billed in the next budget cycle.

The Finance Director reported that there is currently \$275,000 in place for the purchase of a fully outfitted ambulance unit.

The County Administrator advised that the procurement process will need to be initiated with the possibility that a budget supplement will be necessary.

After discussion, it was the consensus of the Board to support the concept as presented; this matter will be discussed as old business at a future meeting for review and/or adoption.

7. Discussion: VDOT Secondary Six Year Plan for Madison County (Hobbs): The County Administrator provided an overview of the VDOT secondary six-year road plan being proposed for Madison County; documentation has been provided to the Board for review/consideration; the Board was asked to provide input on any additional roads that may need to be considered for inclusion into the proposed. VDOT will plan to participate in public hearing scheduled during the May 12, 2020 meeting session.

Supervisor Yowell moved that the Board proceed with scheduling a public hearing on the Secondary Six-Year Road Improvement Plan for Madison County FY20/21 through FY25/26 and the Secondary System Construction Budget for FY20/21 on May 12, 2020, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

8. Discussion: Sheriff's Department/Emergency Communications Security System Upgrade (Gordon): Brian Gordon, Director of Emergency Communications, provided a brief overview of the proposed system upgrade to replace access control system; three (3) vendors have already been approached concerning associated costs to replace nine (9) cameras, and to install closed-captioned TV and, cloud storage (i.e. three (3) bids have been received (Night Hawk Security Systems, Inc for \$17,200; 2nd bid for \$39,400; 3rd, \$27,000); advised that the federal government has expressed concerns about infiltration (it's deemed that Madison would be a very soft target); noted that the Sheriff is in favor of the system being proposed by Night Hawk Security Systems, Inc.

The Finance Director advised that funding mechanisms are being assessed (\$225,000 remaining in contingency).

The County Administrator advised that procurement measures will need to be assessed along with a possible budget adjustment.

Supervisor Yowell moved that the Board allow the Sheriff's Department and Emergency Communications Center to pursue the security system upgrade, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

9. Discussion: Courthouse/War Memorial Building System Upgrade (Berry & Livingston): The Finance Director noted that only one (1) quote has been received.

Roger Berry, Director of Facilities, provided a brief overview of the contents involved with the system upgrade (i.e. security items, software, motion detectors, etc.); contents of an existing quote will be compiled into an RFP for submission to additional vendors.

Bruce Livingston, IT, advised that the system will also research multiple capabilities to lock the doors.

Chairman Jackson called for a twenty-minute (20) recess.

Chairman Jackson reconvened the meeting session.

10. Public Hearings (6:00 PM)

Chairman Jackson opened the public hearing session.

A. CY20 Budget Amendment: The County Administrator explained that the budget amendment is required as a result of the radio system project and the Madison Primary School project; it was noted that based on auditor's opinion (and State Code Section 15.2.2507) any contracts approved in the existing fiscal year with the bulk of financing to be spent in the next fiscal year requires the approval of a budget amendment to support the aforementioned action.

Discussions focused on the amount of funding that has already spent and the fact that the overall value of the two (2) contracts to be executed before the end of the fiscal year. After discussion, the amounts in questions were adjusted to show a total sum of \$10,478,490.

The public hearing was opened to the public and then to the Board of Supervisors to attain comments on the CY20 Budget Amendment. With no comments being brought forth, the session was closed.

B. CY 20 Tax Rates: The County Administrator provided a brief overview of the proposed tax rates that were advertised for the public with a proposed increase in the real estate tax rate from .70 cents to .72 cents per \$100 assessed value.

Chairman Jackson opened the floor for comments:

Comments from the Board:

- *Supervisor Yowell: Verbalized concerns about the proposed rate increase; although folks realize that costs do increase, it's felt that the proposed increase will be very difficult for the citizens at the present time with the current pandemic issue in place; advised of his desire to find savings within the proposed FY 21 budget*
- *(totaling \$340,000); referred to the number of folks not being paid as a result of the pandemic; suggested that the proposed renovations to the admin building be placed on hold; appealed to County employees to*

perhaps furlough salary increases until January (1/2) 2021 and half later; questioned whether teachers raises will be allocated; suggested funding to outside agencies be reduced to prior levels; encouraged departments to cut within their departmental budgets as much as possible.

The Finance Director provided input on total breakdown for:

- a. Total Compensation (wage & fringe): \$456,000.00 (\$257,000 related to the compensation study)
- b. ½ year compensation would provide a savings of \$125,000
- c. VRS Rate has increased from 8.54% to 10.59% (2% but totals a 24% increase for total funding of \$100,000)
- d. Health insurance rates remained flat with no change (last year had two months of the prior year's plan and ten months of the current plan) - rate has remained the same; however, the first two (2) months cost the County an additional \$4,000
- e. There was \$37,000 added for the cost for the Animal Shelter Manager position
- f. Almost \$13,000 in additional funding was added to cover costs for the Emergency Management Services Coordinator position
- g. About \$35,000 was added (IT position for ½ year)

- *Chairman Jackson: Feels the proposed pay increase for staff is something that the Board can discuss (i.e. ½ now vs. implementation over a period of time); noted that there is never a good time for a tax increase.*
- *Supervisor Yowell: Referred to the need for the County to keep a healthy fund balance in place to assist during times of difficulty.*

The Finance Director referred to the County's large debt service payments; encouraged the County to assess costs and cash flow before supplementing for high cost items.

- *Supervisor Hoffman: Referred to the existing economic crisis caused by the pandemic; many folks will be greatly affected; feels that delaying raises is a viable option; verbalized disfavor of imposing a tax increase at this time, and flatlining the outside agencies and County departments.*

Chairman Jackson opened the floor to the public.

The following letters were read for the record:

1. Jeff Farry:

'All County Supervisors. After reviewing the article in the paper on the public hearing scheduled for 14 April concerning a proposed tax rate increase, I became concerned. Currently everything is under the Governors' order banning public gatherings which would include these types of meetings. As for online meeting; the current state of both the Madison technical infrastructure as well as the technical ability of many residences of the county do not guarantee a fare showing for the general public. This hearing in order to get adequate public input must be postponed or you are failing at your responsibility of representing the citizens of Madison County.'

2. Susan Bramley:

'Comments to the Board of Supervisors: Please use this email in place of a public appearance at the hearing on Tuesday. I commend the board for grappling with the tough decisions that need to be made during each budget

cycle but I am dismayed by the decision to cut the funding requested by the schools by \$363,767. Our schools deserve better. If the board was able to find a way to increase the allocation to the Sheriff's Department by \$285,200 or 16.25%, Emergency Medical Services (EMS) by \$351,071.29 or 25.13%, and the Contingency Fund contribution by \$875,432.79 or 28.27% then I ask you to fully fund the schools request which was for a 6% or \$557,247 increase instead of the 2% or \$193,480 you included in your adopted budget. It is important to note that the schools' overall budget is \$273,266 LESS than last year's but the funding from the state and other sources has been decreased resulting in the need for additional local money. The \$557,247 increase in local funding would not be funding new programs or teaching positions but would allow the schools to continue what they are currently doing. The next school year will bring unique challenges to the schools as they help students catch up on their studies that were so drastically disrupted this year. It is important to support these efforts.

There will be people who will ask questions like "I don't have anyone in school, why should my taxes be raised?" To this I respond that I do not have a family member in jail, but my taxes support the jail as well as juvenile detention. I do not receive any help from Social Services but my taxes support that important work. I have had only two occasions in twenty years to have to call on the Sheriff's department and have used EMS only once in twenty years. But I benefit indirectly from these services and willingly pay my taxes for them and other areas that do not directly benefit me. We ALL need to support education because we are impacted directly and indirectly by the quality of education our students receive.

I understand that this may mean a tax increase which is always a difficult decision. But if we have learned nothing else from the COVID-19 pandemic, it is that if we all work together we can accomplish what is needed. In this case, working together may mean trimming all requests or it may mean raising the revenues somehow. If we need a tax increase to properly fund our county and its many worthwhile agencies and departments, then let's do it. Education is primarily the responsibility of the local community. Please accept that responsibility and fully fund our public schools. We will all benefit in the long run.'

3. Laurie Counts (and Gary Misch)

'Has a final decision been made to move ACO Greg Cave to the Sheriff's Department and hire a Shelter Manager? What details can you provide - such as timing, job description, pay rate for the new position?'

4. Donald Gerhart

'MADISON BOARD OF SUPERVISORS BUDGET HEARING

IT SEEMS TO ME THAT THIS IS PROBABLY THE WORST TIME TO THINK ABOUT INCREASING THE REAL ESTATE TAX. MANY CITIZENS ALREADY HAVE A DIFFICULT TIME COMING UP WITH THE MONEY REQUIRED IN JUNE AND DECEMBER.

WITH THE CURRENT SITUATION IT WILL BE EVEN MORE DIFFICULT, AS MANY CITIZENS MAY HAVE LOST THEIR JOBS OR BE WORKING ONLY PART TIME. ALSO MANY LOCAL BUSINESSES ARE CLOSED AND ARE RECEIVING NO REVENUE. HOPEFULLY, MOST OF THOSE WILL SURVIVE, BUT WILL HAVE A LONG HAUL TO TRY AND GET BACK WHERE THEY WERE IN JANUARY AND EARLY FEBRUARY. I WOULD THINK THAT IN JUNE WE WILL FIND THAT MANY WILL NOT BE ABLE TO PAY THEIR CURRENT REAL ESTATE AND BUSINESS TAXES, AND IT COULD BE WORSE WHEN DECEMBER COMES. THUS THERE COULD BE LESS REVENUE FOR THE COUNTY, RATHER THAN MORE.

AS TO THE RECENT CHANGES MADE TO THE PAY OF OUR COUNTY EMPLOYEES; WITHOUT THE FACTS, IT'S IMPOSSIBLE TO SAY WHETHER OR NOT THESE CHANGES WERE NECESSARY.

HOWEVER, I THINK THE GENERAL CONSENSUS OF MANY CITIZENS, IS THAT AS A WHOLE, THE

COUNTY EMPLOYEES HAVE BETTER PAY AND BENEFITS, AND JOB SECURITY THAN MOST OF THE REST OF US. BUT THAT'S A DONE DEAL, BUT MAY BE SOMETHING TO THINK ABOUT MORE SERIOUSLY IN THE FUTURE.

AS TO SOME OF THE OTHER PROPOSED ITEMS IN THE BUDGET, I THINK THEY NEED TO BE QUESTIONED. THE ALMOST \$300,000.00 INCREASE IN THE SHERIFF'S DEPARTMENT SEEMS EXCESSIVE. WITHOUT KNOWING WHAT THE MONEY IS FOR IT'S HARD TO SAY WHAT COULD BE CUT OR POSTPONED. I THINK OUR LOCAL SHERIFF'S DEPARTMENT GENERALLY DOES A GOOD JOB WITH WHAT WE HAVE. I DONT THINK, AT THIS TIME WE NEED MORE PERSONEL OR MORE VEHICLES. MAKE DO WITH WHAT WE HAVE NOW. ALSO, WHY DOES OUR EMS NEED ANOTHER \$351,000.00 MORE TO OPERATE?? THAT'S A 25% INCREASE!! AND I THINK REMODELING THE ADMINISTRATIVE BUILDING COULD WAIT AT LEAST ANOTHER YEAR OR MORE. WHY DOES THE CONTINGENCY FUND NEED 28% MORE THAN WE NEEDED LAST YEAR?? WHY DOES IT NEED ANYMORE AT ALL?

I HAVE READ WHERE OTHER COUNTYS HAVE SAID THEY WILL NEED TO CUT THEIR BUDGET, CULPEPER COUNTY FOR ONE. WE ALREADY HAVE CONTRACTS SIGNED TO SPEND \$11,000,000.00 ON THE SCHOOL RENOVATION, AND THE "NEVER ENDING" RADIO PROJECT. ALSO, THE NEW I.T. DEPARTMENT SHOULD BE SHELVED FOR ANOTHER YEAR OR TWO. I'M GLAD THAT THE 1% COST OF LIVING ITEM WAS DELETED AS WERE SEVERAL OTHER ITEMS. THE NEXT YEAR OR MORE IS GOING TO BE DIFFICULT FOR EVERYBODY, AND LIKELY ALL OF US ARE GOING TO NEED TO DO A LOT OF "BELT TIGHTENING". IF WE CAN SERIOUSLY REDUCE MOST OF THESE BUDGET INCREASE REQUESTS, PERHAPS WE CAN SHIFT A LITTLE MORE MONEY TO OUR EDUCATION SYSTEM; BUT NOT A \$363,000.00 INCREASE. THE SCHOOL SYSTEM NEEDS TO TIGHTEN UP JUST LIKE THE REST OF US.

OBVIOUSLY, I AM NOT A FINANCIAL WIZARD, BUT THERE ARE OTHERS IN OUR COMMUNITY WHO ARE, AND IT WOULD BE GREAT IF SOME OF THEM WOULD PROVIDE INPUT TO THIS VERY? DIFFICULT, BUT VERY IMPORTANT MATTER. AS IT IS POPULAR TO SAY IN THESE DIFFICULT TIMES; "WE'RE ALL IN THIS TOGETHER".

C. FY21 Administrative Fees: The County Administrator advised that the monies collected from administrative fees are derived from various services offered within the locality; it was discussed that said fees would be adjusted for Building/Zoning fees, animal control/shelter, solid waste disposal and emergency communications, as supported by the Building Official and County Planner.

The County Administrator advised that the County doesn't currently hold public hearings for as many cases as was the practice in the past.

➤ *Chairman Jackson: Feels that the associated fee increases are viable and appropriate.*

The floor was opened to the public for comment, and then to the Board of Supervisors. With no comments being brought forth, the floor was closed.

D. FY Operating & Capital Budgets: The County Administrator provided outlined steps for the County to assess for consideration. Due to much uncertainty and the proposed projects, the Board was encouraged to revisit the proposed FY21 budget in the near future and assess changes that will be brought forth from now until the fall of 2020. It was suggested that funding be found to cover the needs noted. The proposed FY21 budget will

call for a tax increase in order to be balanced along with a portion of the fund balance. It's felt that revenue and expenditure estimates are appropriate based on the pre-COVID pandemic. In closing, the Board was encouraged to discuss tonight's suggestions in order to generate a viable budget document for adoption on April 28, 2020.

In regards to a request by Supervisor Yowell regarding whether \$340,00 can be streamlined from the proposed FY21 Budget, the Finance Director noted that the request will be difficult to accomplish, but that about \$200,000 can be cut. She also noted that last year's budget contained some large uncertainties, and also referred to the fact that the school system can't spend any funding until it has been appropriated to them.

- *Supervisor McGhee: Noted that funding for public safety has increased significantly during the past few years; much uncertainty is in place in regards to what may happen in the economy at this point; verbalized hope that funding reductions can be found within the budget to defray a tax increase for the citizens.*

The floor was opened to the public.

- Anna Graham, Superintendent, was present to report that the school system is aware of the budgetary difficulties in place; noted that the school's funding request isn't for additional staff, but to maintain the current level of staff already in place; plans for disbursement of funding will cover essential items (i.e. 2% raise for staff [excluding teachers (raises have been suspended in the Governor's budget)]; \$10,000 for middle school coach to enhance sports activities (baseball, softball, soccer); \$16,000 to hire two (2) bus aides); savings noted with the elimination of a bus purchase, closure of the cosmetology program and technology line items; food services have continued to provide food to many families and maintenance crews are working hard to prepare for the upcoming school renovations; any additional cuts will more than likely result in the loss of staff.
- *Chairman Jackson: Referred to the school's budget and the fact that the County contributes more funding with each passing year; education and public safety is greatly valued; expressed the value of the County departments as well.*

Anyone with comments were asked to submit them to the Board by April 28, 2020.

With no further comments being brought forth, the floor was closed.

11. Consideration: Capital Project Financing (Hobbs)

A. FY20 Budget Amendment Resolution (#2020-12): The County Administrator advised that the proposed numbers may change and that this action needed to happen after the FY20 budget amendment process. Resolution #2020-12 is being presented to amend the budget, along with supplemental appropriations and contracts from the financial advisor and bond counsel.

After discussion and review, the original numbers were adjusted as recommended.

Supervisor McGhee moved that the Board adopt Resolution #2020-12, seconded by Supervisor Foster. ***Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*** The Resolution is attached at the end of the minutes

B. Appropriations: The County Administrator referred to the following appropriations:

a. #20-45 [Radio Project] - Appropriate for Motorola Project Costs: Supervisor Foster moved that the Board approve Supplemental Appropriation FY20-45, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

b. #20-46 [Madison Primary School: -Appropriate cost of construction contract on Madison Primary School Project: Supervisor McGhee moved that the Board approve Supplemental Appropriation FY20-46, seconded by Supervisor Foster. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

C. Financial Advisor Contract: The County Administrator advised that the representatives from Davenport Financial have compiled a proposal to fund the three (3) projects that the County is contemplating. Representatives would like to solicit proposals to refinance the County's existing debt. There are plans to issue an RFP to banks with the intent to attain interest rates, and also apply to Virginia Resources Authority usually sought to fund these types of programs.

The County Attorney advised that he has reviewed the documentation which appears to be appropriate.

➤ *Supervisor Yowell: Referred to the size of the funding request and what this may affect the rate options.*

The County Administrator questioned if the County will be able to finance existing debt, but other options may be favorable since there are plans to shop the request and rate.

Supervisor Yowell moved that the Board authorize staff to proceed with a contract not to exceed \$65,000 with Davenport Planners, seconded by Supervisor Hoffman. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

The County Administrator referred to the timetable involved and the importance of adhering to what Davenport Planners has put into place.

D. Discussion: Sands Anderson Bond Counsel Contract: The County Administrator advised that a proposal has been solicited from Sands Anderson which was received today. This firm is a required partner in specialized financing work and have quoted a rate not to exceed \$50,000 and \$15,000 for the refinancing part.

The County Attorney advised that he has conversed with other firms that have worked sought services from a bond counsel; also clarified that the cost estimates aren't a cap but actual estimates only.

Supervisor Yowell moved that the Board engage in the Sands Anderson Bond Counsel Contract, seconded by Supervisor McGhee. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

Public Comment

The Finance Director called for input as to what the Board would like to assess on April 28, 2020.

After discussion, it was suggested that discretionary spending be assessed and that computations be provided in

the area of compensation and any other areas where specific savings can be reviewed. The Board member were asked to provide any other additional requests to the Finance Director in a timely manner.

Closed Session

Adjourn

With no further action being required, on motion of Supervisor McGhee, seconded by Supervisor Foster Chairman Jackson adjourned the meeting. *Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors
Copies: Board of Supervisors, County Attorney & Constitutional Officers
Adopted on:

Adopted Items:

Consent Agenda:

*Resolution #2020-10 [To Appropriate the FY20 Madison County Capital Budget for April 2020]
Resolution #2020-11 [BOS Expressing the Intent to Finance the Issuance of Certain Indebtedness & to Facilitate Reimbursement of Outlays that Occur Prior to Said Financing]*

RESOLUTION #2020-10

**RESOLUTION TO APPROPRIATE THE FISCAL YEAR 2020 MADISON COUNTY CAPITAL BUDGET FOR
APRIL 2020**

WHEREAS, on May 14, 2019 the Madison County Board of Supervisors adopted a Capital Budget for Madison County for Fiscal Year 2020 in the amount of \$5,575,682; and

WHEREAS, the Fiscal Year 2020 Adopted Capital Budget includes school operations and capital funding for the Madison County School Division equaling \$604,105; and

WHEREAS, the Board of Supervisors is required to appropriate for actual expenditure the adopted Fiscal Year 2020 budget; and

WHEREAS, 15.2-2506 and §21.1-94 of the Code of Virginia indicate that the Board of Supervisors may make annual, semiannual, quarterly or monthly appropriations for contemplated expenditures; and

WHEREAS, the Board of Supervisors desires to make a monthly appropriation for capital expenditures;

NOW, THEREFORE, BE IT RESOLVED on this 14th day of April 2020, that the Madison County Board of Supervisors hereby appropriates the Fiscal Year 2020 Adopted Capital Budget for April 2020 in the amounts specified for each fund contained in said budget; with such appropriations summarized below:

General Operations	\$ 239,201
School Operations	-
County Capital Projects Fund	197,374
School Capital Projects Fund	48,104
	<hr/>
Total Capital Appropriations	\$ 484,679

Adopted this 14th day April, 2020, by the Madison County Board of Supervisors, on motion of Supervisor Yowell, seconded by Supervisor Hoffman. Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).

RESOLUTION #2020-11

**RESOLUTION OF THE BOARD OF SUPERVISORS OF MADISON COUNTY, VIRGINIA,
EXPRESSING THE INTENT TO FINANCE THE ISSUANCE OF CERTAIN
INDEBTEDNESS AND TO FACILITATE REIMBURSEMENT OF OUTLAYS THAT OCCUR
PRIOR TO SAID FINANCING.**

RESOLUTION #2020-11

WHEREAS, the Board of Supervisors (the “Board”) of Madison County, Virginia (the “County”) intends to finance certain capital infrastructure projects of the County including design and renovation of the Madison County Administration Center at 414 and 410 N. Main Street in Madison, VA, all together with administrative and financing costs and all for use by Madison County in furtherance of its governmental purposes (collectively, the “Project”); and

WHEREAS, the County seeks to issue indebtedness to finance costs of all or a portion of the Project (including, if necessary or desirable, capitalized interest to the extent permitted by federal and state law), through one or more bonds, on a tax-exempt or taxable basis as deemed necessary or in the best interests of thereof, in an amount to be determined to accomplish such funding but nevertheless in an amount not to exceed \$1,197,000;

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF MADISON COUNTY, VIRGINIA:

To the extent necessary, this Resolution shall constitute a declaration of intent under Treas. Reg. §1.150-2 (the “Reimbursement Regulations”) promulgated under the Internal Revenue Code of 1986, as amended, for the Project, and each of the County Administrator and the Chairman of the Board, acting singly, is hereby authorized to take any additional action with respect to this declaration of official intent to assure compliance with the Reimbursement Regulations.

This Resolution shall take effect immediately.

Adopted: April 14, 2020, on motion of Supervisor Foster, seconded by Supervisor Hoffman. Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).

Regular Agenda:
Resolution #2020-12 [to Amend the FY20 Madison County Budget]

RESOLUTION # 2020-12

RESOLUTION TO AMEND THE FISCAL 2020 MADISON COUNTY BUDGET

WHEREAS, the Fiscal Year 2020 Budget was duly adopted by the Board of Supervisors on May 14, 2019; and

WHEREAS, in accordance with the Code of Virginia, a Public Hearing on amending the Fiscal Year 2020 Budget was conducted on April 14, 2020; and

WHEREAS, the Board of Supervisors has evaluated existing commitments, public education and public safety needs, as well as numerous other services and programs desired by the citizens of Madison County;

NOW, THEREFORE, BE IT RESOLVED on this 14th day of April, 2020, that the Madison County Board of Supervisors hereby adopts an amendment to the Fiscal Year 2020 Budget by increasing the previously approved amounts as summarized below:

<u>Capital Budget</u>	
County Capital Projects Fund (Public Safety Radio)	\$ 3,727,490
School Capital Projects Fund (Madison Primary School)	<u>\$ 6,751,000</u>
Net Increase in Budgeted Capital Expenditures	\$10,478,490

Adopted this 14th day of April, 2020 on motion of Supervisor McGhee, seconded by Supervisor Foster. Aye: Jackson, Hoffman, McGhee, Foster, Yowell. Nay: (0).



Agenda
Regular Meeting
Madison County Board of Supervisors
Tuesday, April 14, 2020 at 4:00 p.m.
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727

Call to Order, Pledge of Allegiance, Moment of Silence & Determination of a Quorum

The minutes from the March 10, 2020 Board Meeting (Foster Absent)

I move to approve the following consent agenda items:

B. Approval of the minutes from the March 26, 2020 Board Meeting (All present)

C. Reappoint the following individuals to the respective Committees for the terms indicated:

1. Dudley Pattie for a four-year term on the Madison County Industrial Development Authority for a term to commence on April 12, 2020 and expiring on April 11, 2024
2. Steve A. Grayson for a four-year term on the Madison County Industrial Development Authority for a term to commence on April 12, 2020 and expiring on April 11, 2024
3. Jerry Butler for a four-year term on the Madison County Social Services Board for a term to commence on July 1, 2020 and expiring on June 30, 2024.
4. Sarah M. Berry for a seat on the Germanna Community College Board to commence on July 1, 2020 and expiring on June 30, 2024.

Note that Joseph Goodall's term on the Social Services Board will expire on June 30, 2020 and he is not eligible for reappointment due to term limits imposed by the Code of Virginia. Absent instructions to the contrary, staff will solicit applications for the seat via newspaper advertising.

D. Approval of a Refunding Resolution for County Administration Center Renovation Project (Res#2020-11)

E. Approval of Resolution #2020-10 that would appropriate monies from the FY20 Capital Budget

F. Approval of Supplemental Appropriation #20-40 to provide funding for the executed Moore Building Lease-Purchase agreement

G. Approval of Supplemental Appropriation #20-41 that would fund the Rapidan Blueway Study

H. Approval of Supplemental Appropriation #20-42 to authorize the purchase of four new vehicles for the Sheriff's Department

I. Approval of Supplemental Appropriation #20-43 to fund the purchase of one new school bus

J. Approval of Supplemental Appropriation #20-44 for the Sheriff's Department training funds reimbursement monies.

K. To acknowledge the receipt of monthly departmental staff reports.

Public Comment

Special Appearances

Report

- a. Constitutional Officers
- b. Boards & Committees
- c. Departments
- d. County Administrator

Old Business

- 2. Consideration: Public Safety Radio Project Consulting Contract (Gordon)
- 3. Consideration: County Administration Center Renovation Project Space Study (Hobbs)
- 4. Consideration: Emergency and Electronic Meeting Procedures (Gregg)

New Business

- 5. Discussion: EMS Random Drug Testing Policy (Hillstrom)
- 6. Consideration: EMS Ambulance Purchase (Hillstrom)
- 7. Discussion: VDOT Secondary Six Year Plan for Madison County (Hobbs)
- 8. Discussion: Sheriff's Department/Emergency Communications Security System Upgrade (Gordon)
- 9. Discussion: Courthouse/War Memorial Building Security System Upgrade (Berry & Livingston)
- 10. Public Hearings (6:00 PM)
 - A. CY20 Budget Amendment
 - B. CY20 Tax Rates
 - C. FY21 Administrative Fees
 - D. FY21 Operating & Capital Budgets
- 11. Consideration: Capital Project Financing (Hobbs)
 - A. FY20 Budget Amendment Resolution
 - B. Appropriations
 - C. Financial Advisor Contract
 - D. Discussion: Sands Anderson Bond Counsel Contract*

Public Comment

Closed Session

Adjourn

AMENDMENT(S) DENOTED IN ROYAL BLUE

**BOARD OF SUPERVISORS
COUNTY OF MADISON**

PROPOSED SUPPLEMENTAL APPROPRIATION

DATE: 4/28/2020

FY2020

Type of Supplement	Interdepartmental transfer (same fund)
	Interfund transfer
x	Revenue/Expense offset
	Use of contingency
	Other use of fund balance not in original budget

PURPOSE: To appropriate bond counsel and financial advisor costs in connection with financing CIP projects. All costs are to be paid from financing proceeds.

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-410406	Rev	General	N/A	Issuance of LTD		130,000.00
10-09-95-95110-9130	Exp	General	Debt Serv	Bond Issuance Costs	130,000.00	
					130,000.00	130,000.00

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

MADISON COUNTY BOARD OF SUPERVISORS

PURCHASE Agenda Item #1.

P.O. Box 705
Madison, VA 22727

The following number is to appear on all invoices, bills of lading, and acknowledgements relating to this PO:

PURCHASE ORDER: 200415-TBDBYMJC2

P.O. DATE April 15, 2020

TERMS

F.O.B. Per 4/13/20 client engagement

SHIP VIA agreement, attached

TO: Sands Anderson PC
1111 East Main Street, Suite 2400
P.O. Box 1998
Richmond, VA 23218-1998
ATTN: Daniel Siegel
dsiegel@sandsanderson.com
O(804) 783-7219 M(804)402-4792

Route all correspondence with Madison County through

Name Jack Hobbs
Address P.O. Box 705
Madison, VA 22727
E-mail jhobbs@madisonco.virginia.gov
Phone 540/948-7500x1100
FAX #

Madison County is exempt from sales tax.

Route invoices to: cjones@madisonco.virginia.gov

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	1	Bond counsel services Per the April 8, 2020 client engagement letter, attached	NTE	\$ 65,000.00
			subtotal	\$ 65,000.00
PLEASE NOTIFY US IMMEDIATELY IF THIS ORDER CANNOT BE SHIPPED COMPLETE ON OR BEFORE:			SHIPPING	
			OTHER	
			OTHER	
			TOTAL	\$65,000.00

SHIP TO: Jack Hobbs

APPROVED BY

DATE

MADISON COUNTY BOARD OF SUPERVISORS

PURCHASE Agenda Item #1.

P.O. Box 705
Madison, VA 22727

The following number isto appear on all invoices, bills
of lading, and acknowledgements relating to this PO:

PURCHASE ORDER: 200415-TBDBYMJC1

P.O. DATE April 15, 2020
TERMS Per 4/8/20 proposal, attached
F.O.B.
SHIP VIA

TO: Davenport & Company
One James Center
901 East Cary Street, Suite 1100
Richmond, VA 23219
ATTN: Kyle Laux
klaux@investdavenport.com
O804-697-2913 M804-822-2902

Route all correspondence with Madison County through

Name Jack Hobbs
Address P.O. Box 705
Madison ,VA 22727
E-mail jhobbs@madisonco.virginia.gov
Phone 540/948-7500x1100
FAX #

Madison County is exempt from sales tax.

Route invoices to: cjones@madisonco.virginia.gov

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	●	Financial Advisor services re project financing Per your April 8, 2020 proposal, attached	NTE	\$ 65,000.00
			subtotal	\$ 65,000.00
PLEASE NOTIFY US IMMEDIATELY IF THIS ORDER CANNOT BE SHIPPED COMPLETE ON OR BEFORE:			SHIPPING	
			OTHER	
			OTHER	
			TOTAL	\$65,000.00

SHIP TO: Jack Hobbs


APPROVED BY


DATE

BOARD OF SUPERVISORS
COUNTY OF MADISON

PROPOSED SUPPLEMENTAL APPROPRIATION

DATE: 4/28/2020

FY2020

Type of Supplement	Interdepartmental transfer (same fund)
	Interfund transfer
	Revenue/Expense offset
x	Use of contingency
	Other use of fund balance not in original budget

PURPOSE: To appropriate funds from contingency to pay for a new security system for the ECC.

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-09-91-91100-9200	Exp	GF	Contingency reserve	Contingency- genl		17,604.00
10-03-31-31401-8118	Exp	GF	E911	security system	17,604.00	
					17,604.00	17,604.00

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

PURCHASE ORDER
Agenda Item #1.

25

BOARD OF SUPERVISORS
COUNTY OF MADISON

PROPOSED SUPPLEMENTAL APPROPRIATION

DATE: 4/28/2020

FY2020

Type of Supplement	Interdepartmental transfer (same fund)
	Interfund transfer
	Revenue/Expense offset
x	Use of contingency
	Other use of fund balance not in original budget

PURPOSE:

To appropriate funds from contingency to pay for additional time and cost for Emergency Mgt related to COVID-19.

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-09-91-91100-9200	Exp	GF	Contingency reserve	Contingency - genl		11,289.74
10-03-31-31400-1532	Exp	GF	Emergency Mgmt	Emrg Svcs Coordinator	7,126.00	
10-03-31-31400-1534	Exp	GF	Emergency Mgmt	Dept Emrg Svcs Coordinator	3,250.00	
10-03-31-31400-2100	Exp	GF	Emergency Mgmt	FICA	793.74	
10-03-31-31400-5230	Exp	GF	Emergency Mgmt	Telecommunications	120.00	
					11,289.74	11,289.74

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

Madison County
Supplemental Appropriation Request for Emergency Management
4/28/2020

		Available in budget at 3/31/2020			Estimated Costs q4 2020			Supplement Required		
		Salary	FICA	Phone Reimbursement	Salary	FICA	Phone Reimbursement	Salary	FICA	Phone Reimbursement
John Sherer	Estimated costs q42020 13 weeksx 30 hrs/wk x \$28.hr	3,794.00	290.27		10,920.00	835.38		7,126.00	545.11	
Sam Good	13 wks x 10 hrs/wk x \$25/hr				3,250.00	248.63	120.00	3,250.00	248.63	120.00
		3,794.00	290.27		14,170.00	1,084.01	120.00	10,376.00	793.74	120.00
										11,289.74
Entry:		DR	CR							
10-03-31-31400-1532	Emergency Svcs Coordinator	7,126.00								
10-03-31-31400-1534	Dep Emer Svcs Coordinator	3,250.00								
10-03-31-31400-2100	FICA	793.74								
10-03-31-31400-5230	Telecommunications	120.00								
10-09-91-91100-9200	Contingency									11,289.74



MADISON COUNTY
OFFICE OF THE COMMISSIONER OF THE REVENUE
P.O. Box 56 ~ Madison, Virginia 22727
(540) 948-4421 ~ Fax: (540) 948-6732
www.madisonco.virginia.gov

Agenda Item #1.

BRIAN L. DANIEL
COMMISSIONER

Memorandum

To: Madison County Board of Supervisors
cc: Jack Hobbs – County Administrator
Mary Jane Costello – Assistant County Administrator
Sean Gregg – County Attorney
Stephanie Murray - Treasurer

From: Brian L. Daniel, Commissioner of Revenue *BLD*

Date: April 22, 2020

Re: Real Property Tax Relief for 100% Disabled Veterans

A disabled veteran applicant has made application and submitted the required documentation in which they are entitled the real property tax exemption dating back to tax year 2012. This refund results in the amount of \$12,422.80, please acknowledge this refund and authorize the treasure to issue the refund.

You may recall a memo on October 3, 2019 in which an explanation of the disabled veteran property tax relief was outlined and the potential liability for exemption refunds back to tax year 2011 exist. The Department of Veteran Affairs seems to be taking a more comprehensive look at veterans benefits and retroactively issuing benefits as they learn more information about the effects and causes of disabilities.

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #2.

MEETING DATE: April 28, 2020

AGENDA TITLE: Temporary Emergency Meeting Ordinance

INDICATED MOTION(s): N/A

STAFF LEAD: County Attorney Gregg

TIMING: On March 26, 2020 the Board adopted an “emergency meeting” ordinance that expires within 60 days of that date and established April 28 as the date for a hearing on an ordinance that would, if adopted, extend the provisions of the first ordinance to 6 months after the commencement of the emergency. During the interim, it was learned that on April 22 the legislature might consider relieving restrictions on Board meetings during emergency situations such that meetings could be conducted with less than a quorum physically present without the restrictions on meeting content. The results of the legislation are unknown as of this writing but should be known before the meeting.

In related activity, on April 14 the Board adopted policies in the area of emergency meetings (*During times of local, state, or national emergency, the Board may conduct its meetings through electronic communication, when meeting in person is unsafe or impractical, in compliance with Virginia Code §2.2-3708.2.*) and electronic meetings.

DISCUSSION The Board is aware of the code and maneuvers underway that are intended to enable continuity of operations if the pandemic worsens.

The pending general assembly action will guide the Board’s actions on this matter.

FISCAL IMPACT: Funding for additional cost of staff, equipment and services (if any) required to provide technical audio, visual and broadcast support for a new procedure.

RECOMMENDATION: Hear the County Attorney’s report on the then-current status and hold the advertised public hearing on the matter.

ENCLOSURES:

- April 14 emergency meeting ordinance
- Emergency meeting protocol

**MADISON COUNTY BOARD OF SUPERVISORS
CONDUCTING ELECTRONIC BOARD MEETINGS DURING THE COVID-19
EMERGENCY**

A public hearing will be held at 6:00 p.m., or as soon thereafter as possible, on Tuesday, April 28, 2020, in the Madison County Administration Building Auditorium, 414 North Main Street, Madison, Virginia 22727, for any and all persons who wish to appear and be heard concerning a proposed temporary ordinance that would allow the Board of Supervisors to meet electronically during the COVID-19/coronavirus pandemic.

The proposed ordinance will be limited in its effect to a period not exceeding six months after the emergency and will provide for a method for the resumption of normal governmental authority by the end of the six-month period per the emergency ordinance adopted on March 26, 2020 that can be viewed at www.madisonco.virginia.gov. The emergency ordinance, which will expire 60 days after its adoption, is on file in the Office of the County Administrator located at 414 N. Main Street, Madison, Virginia and is available for review during normal business hours, Monday-Friday, 8:30 a.m. – 4:30 p.m.

Comments may be submitted in writing or via email to jfrye@madisonco.virginia.gov.

Jack Hobbs
County Administrator

Publication in the Thursday, April 2 and 9, 2020 Madison Eagle authorized

**AN EMERGENCY UNCODIFIED ORDINANCE TO ESTABLISH METHODS
TO ASSURE CONTINUITY IN MADISON COUNTY GOVERNMENT
AND CONDUCT OF BOARD OF SUPERVISORS MEETINGS DURING THE
NOVEL CORONAVIRUS DISEASE 2019 (COVID-19) EMERGENCY
#2020-10**

AN EMERGENCY UNCODIFIED ORDINANCE to establish methods to assure continuity in Madison County government and conduct of Board of Supervisors meetings during the COVID-19 Emergency, as authorized by Virginia Code §§ 15.2-1413 and -1427.

Be it ordained by the Board of Supervisors of Madison County:

1. That the following uncodified ordinance is hereby adopted:

A. Purpose of the Ordinance.

This ordinance establishes methods to assure continuity in Madison County government, including the Board of Supervisors' procedures for meetings, during the COVID-19 emergency. These provisions are intended to ensure the Board of Supervisors' ability to conduct necessary public business in a manner consistent with Virginia state law and federal, state, and local health directives and guidance, all while maintaining transparency and public participation to the greatest extent feasible.

This ordinance is being adopted in response to the COVID-19 outbreak. The World Health Organization declared COVID-19 a global pandemic on March 11, 2020. On March 13, 2020, the President of the United States declared that the COVID-19 outbreak in the United States constitutes a National Emergency beginning March 1, 2020. On March 12, 2020, Governor Ralph Northam issued a Declaration of a State of Emergency due to Novel Coronavirus (COVID-19). The Governor declared the emergency "to continue to prepare and coordinate our response to the potential spread of COVID-19, a communicable disease of public health threat" and he found that "[t]he anticipated effects of COVID-19 constitute a disaster as described in § 44-146.16 of the Code of Virginia." The Governor's Declaration of a State of Emergency remains in effect until June 10, 2020, unless sooner amended or rescinded. Effective March 16, 2020, Governor Northam and the State Health Commissioner jointly issued an Order declaring a state public health emergency. On March 13, 2020, the Madison County Director of Emergency Management, with the consent of the Board of Supervisors, declared a local state of emergency due to the potential spread of COVID-19. The local Declaration of Emergency remains in effect until the Board of Supervisors takes appropriate action to end the declared emergency.

The Public Health Emergency Order issued jointly by the Governor and the State Health Commissioner effective March 16, 2020, consistent with all other expert opinions, observes that COVID-19 spreads from person to person, transmitted via respiratory

droplets, and can be spread from an infected person who does not have symptoms to another person. No vaccine or known treatment options exist at this time.

B. Virginia Statutory Authority for the Ordinance.

Virginia Code § 15.2 1413 authorizes localities to adopt an ordinance to “provide a method to assure continuity in its government, in the event of an enemy attack or other disaster,” “[n]otwithstanding any contrary provision of law, general or special.” The Governor’s Declaration of a State of Emergency found that “[t]he anticipated effects of COVID-19 constitute a disaster as described in § 44 146.16 of the Code of Virginia.”

Virginia Code § 15.2 1427 authorizes counties to adopt emergency ordinances without prior notice; however, no such ordinance may be enforced for more than 60 days unless readopted in conformity with the provisions of the Virginia Code.

Virginia Code § 2.2 3708.2(A)(3) allows the Board of Supervisors to meet via electronic communications without a quorum physically assembled together “when the Governor has declared a state of emergency,” “the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location,” and “the purpose of the meeting is to address the emergency.” Public notice must be given using the best available method, in light of the nature of the emergency, and it must be provided contemporaneously with the notice provided to the members of the public body. Finally, arrangements must be made for the public to access the meeting.

Virginia Code § 2.2 3708.2(A)(1) allows members of the Board of Supervisors to participate in a meeting via electronic communications if (1) it has a written policy allowing for such electronic participation; (2) a quorum of the Board of Supervisors is physically assembled at the primary meeting location; (3) the Board of Supervisors makes arrangements for the voice of the remote participant to be heard by all persons at the primary location; and (4) any member requesting remote participation is unable to attend the meeting due either to a temporary or permanent disability or other medical condition that prevents the member’s physical attendance, or to a personal matter that is identified with specificity.

C. Definitions.

“Continuity in Madison County government” includes, without limitation, those actions, and the coordination of actions, that are necessary to assure the continuation of the County’s essential functions and services.

“Electronic communication” means the use of technology having electrical, telephonic, digital, magnetic, wireless, optical, electromagnetic, or similar capabilities to transmit or receive information.

“Emergency” means the outbreak of the respiratory illness referred to as the novel coronavirus or COVID-19, as described in the Governor’s Declaration of a State of Emergency and the local Declaration of Emergency, and the spread and effects of COVID-19, which constitute a disaster as defined in Virginia Code § 44-146.16.

“Meeting” means a regular meeting of the Board of Supervisors as established on the schedule approved by the Board of Supervisors at its 2020 Annual Meeting on January 2, 2020, the meetings of any Board of Supervisors Committee, the Planning Commission, and any special or emergency meeting called as allowed by Virginia Code §§ 15.2 1417 and 1418.

“Usual procedures” means the requirements and procedures established by the Virginia Freedom of Information Act for public meetings, including remote participation by a Board member as long as a quorum of the Board is physically assembled at the meeting location, as allowed by Virginia Code § 2.2 3708.2(A)(1) and the policy adopted by the Board on March 26, 2020.

D. Board of Supervisors’ Meeting Procedures.

1. For any meeting at which the Board of Supervisors transacts public business with any purpose other than addressing the emergency or assuring continuity in Madison County government, the Board of Supervisors will meet in accordance with all usual procedures established by the Virginia Freedom of Information Act.

2. If the purpose of a meeting of the Board of Supervisors is to address the emergency, the Board of Supervisors will meet in accordance with all usual procedures established by the Virginia Freedom of Information Act unless, in the judgment of the Chairman, the catastrophic nature of the declared emergency makes it impracticable or unsafe to physically assemble a quorum at one location, in which case the Board will meet solely through electronic communication means to discuss the emergency in accordance with the emergency procedures established by FOIA and specifically Virginia Code § 2.2 3708.2(A)(3). In no event shall any action be taken by the Board in an electronic meeting unless a quorum is participating remotely. If the Board follows the procedures established by Virginia Code § 2.2 3708.2(A)(3), the Board will state on the record the nature of the emergency, the fact that the meeting is being held electronically, and the type of electronic communication means being used, and the Board will make arrangement for public access to the meeting.

3. (A) In addition, if any meeting or any part of a meeting of the Board of Supervisors is being conducted for the purpose of assuring continuity in Madison County government, the Board of Supervisors will meet in accordance with all usual procedures established by the Virginia Freedom of Information Act to the extent possible.

(B) If, in the judgment of the Chairman, items proposed to be considered are necessary to assure continuity in Madison County government and the usual procedures

cannot be implemented safely or practically, then, under the authority granted to the Board by Virginia Code § 15.2 1413, the method by which the Board will conduct any meeting to consider the items will be as follows.

(1) The meeting may be held solely through electronic communication means without a quorum of members physically assembled at one location, but only after notice of the meeting is given in accordance with applicable laws. In no event shall any action be taken by the Board in an electronic meeting unless a quorum is participating either in-person or remotely.

(2) The meeting may be held without permitting members of the public to be physically present in the same location as any of the Board members, but alternative arrangements for public access will be made. Such alternative public access may be through electronic communication, including but not limited to audio, telephonic, or video broadcast.

(3) Before action may be taken on any item, the Board must first approve that the item or items are necessary to assure continuity in Madison County government and that the usual procedures cannot be implemented safely or practically. A motion may be made and voted upon before each item or as to the entire agenda, as may be determined by the Chairman.

(4) For any such matter requiring a public hearing by law, public comment will be solicited and received via written or electronic communication prior to the vote on the matter. All such comments will be provided to the members of the Board and made a part of the record of the meeting.

E. Suspension of Certain Policies.

Any policies or procedures previously adopted by the Board are suspended to the extent they are inconsistent with this Ordinance.

2. That this ordinance will become effective upon adoption.

3. That this ordinance is being adopted on an emergency basis as allowed by Virginia Code § 15.2 1427(F), and may be enforced for no more than 60 days from the date of adoption, unless the Board readopts this ordinance in conformity with all applicable provisions of state law and following the procedures established in this ordinance.

4. That the Clerk for the Board of Supervisors will schedule a public hearing on April 28, 2020, at which the Board will consider readopting this ordinance or a similar ordinance that assures continuity in Madison County Government during the


COVID-19 pandemic. Such ordinance will be limited in its effect to a period not exceeding six months after the emergency and will provide for a method for the resumption of normal governmental authority by the end of the six-month period. The Clerk will publish descriptive notice of the Board's intention to propose the ordinance for passage once a week for two successive weeks as required by Virginia Code § 15.2 1427.

CERTIFICATION OF ADOPTION OF ORDINANCE

The undersigned Chairman of the Board of Supervisors of the County Madison, Virginia hereby certifies that the Ordinance set forth above was adopted during an open meeting on the ____ day of March, 2020, by the Board of Supervisors with the following votes:

	"Aye":	"Nay":	"Abstain":	Absent:
R. Clay Jackson	X			
Charlotte L. Hoffman	X			
Kevin K. McGhee	X			
Amber Foster	X			
Carty Yowell	X			

GIVEN under my hand this 26th day of March, 2020.



R. Clay Jackson, Chairman
Board of Supervisors
Madison County, Virginia

Attest:



Jack Hobbs, Clerk

MADISON COUNTY EMERGENCY ELECTRONIC MEETING PROTOCOL**Suggested language to use for an emergency meeting conducted electronically:**

Mr. Chairman, Madison County is under a State of Emergency, as declared by the Governor of the Commonwealth of Virginia. Accordingly, I move pursuant to Section 2.4.E of the Madison County Board of Supervisors By-Laws and Rules of Procedure to conduct this meeting electronically in compliance with Virginia Code §2.2-3708.2 as follows:

- A. an emergency ordinance authorizing emergency meetings has been adopted in compliance with Virginia Code §2.2-3708.2, which ordinance is currently in effect,*
- B. the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location,*
- C. the purpose of the meeting is to address the emergency,*
- D. due notice has been given to the public notice using the best available method given the nature of this emergency, which notice was given contemporaneously with the notice provided to members of the public body conducting the meeting, and*
- E. arrangements have been made for public access to this meeting.*

	Foster	Jackson	Hoffman	McGhee	Yowell
Motion:					
Second:					
“Aye”:					
“Nay”:					
Absent:					

Certification

I move to (a) certify that this meeting took place pursuant to Section 2.4.E of the Madison County By-Laws, and in compliance with Virginia Code §2.2-3708.2, and all of the safeguards set forth in Virginia §2.2-3708.2 have been followed and to (b) instruct the Clerk to state the nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held in the minutes.

	Foster	Jackson	Hoffman	McGhee	Yowell
Motion:					
Second:					
“Aye”:					
“Nay”:					
Absent:					

Excerpts from:

§ 2.2-3708.2. Meetings held through electronic communication means.

A. The following provisions apply to all public bodies:

...

3. Any public body may meet by electronic communication means without a quorum of the public body physically assembled at one location when the Governor has declared a state of emergency in accordance with § [44-146.17](#), provided that (i) the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location and (ii) the purpose of the meeting is to address the emergency. The public body convening a meeting in accordance with this subdivision shall:

- a. Give public notice using the best available method given the nature of the emergency, which notice shall be given contemporaneously with the notice provided to members of the public body conducting the meeting;
- b. Make arrangements for public access to such meeting; and
- c. Otherwise comply with the provisions of this section.

The nature of the emergency, the fact that the meeting was held by electronic communication means, and the type of electronic communication means by which the meeting was held shall be stated in the minutes.

'''

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #4.

MEETING DATE: April 28, 2020

AGENDA TITLE: Presentation: Animal Shelter Medical Policy

INDICATED MOTION(s): N/A

STAFF LEAD: Chief Animal Control / Shelter Manager Greg Cave

TIMING: The County staff has been working to improve the animal control/animal shelter situation since November. The Board is aware that one element of this is updating policies. As part of that effort, staff met with representatives of the state veterinarian's office on January 31 at which time a model shelter medical policy was received and discussed. On February 25 the Board adopted a shelter medical policy that was based on the state model, but the County's veterinarian has requested several amendments prior to endorsing that edition.

DISCUSSION: An animal shelter medical policy is required by state regulation and needs to be approved by the County's designated shelter veterinarian. Staff has endeavored draft amendments to the policy that would address his concerns and would suggest that once the County Attorney, Commonwealth's Attorney and Shelter Veterinarian find the document acceptable that it would be represented to the Board for ratification.

The County also needs to follow through on a shelter policy (local practice in re shelter hours, animal intake and release procedures, adoption policies, handling of monies, and policies on cats - including feral cats and cat colonies - , how the shelter would interface with local animal care/animal rights groups/adoption agencies/"rescue" organizations, etc.) and clarifying it's animal control policy (the County's practice and procedures in re enforcement of animal control laws; a suggestion has been made that updates to the County's animal control ordinance are needed. These would be pursued on separate tracks.

FISCAL IMPACT: TBD

REFERENCES: N/A

HISTORY: N/A

RECOMMENDATION: Hear reports presented during the meeting and take action as appropriate.

ENCLOSURES: Draft Animal Shelter Medical Policy (April 22, 2020 edition)



**Madison County
Public Animal Shelter Medical Protocol**

**Address: 4590 Shelby Rd. Madison, VA 22727
Office: 540-948-6945**

**PROTOCOL A: DETERMINING IF AN ILL, INJURED, OR OTHERWISE
COMPROMISED ANIMAL REQUIRES VETERINARY TREATMENT**
PAGES: 1-6

PROTOCOL B: CONTROL OF CONTAGIOUS AND INFECTIOUS DISEASE
PAGES: 7-9

**PROTOCOL C: MANAGEMENT OF NEONATAL AND MEDICALLY
COMPROMISED ANIMALS**
PAGES: 10-14

Total Number of pages: 14 pages

MADISON COUNTY ANIMAL SHELTER:

_____**DATE:**_____

County Administrator: Jack Hobbs

**MADISON COMPANION ANIMAL HOSPITAL: DR. REINHOLD PFAFF
2658 SOUTH SEMINOLE TRAIL, MADISON, VA 22727**

_____**DATE:**_____

Veterinarian: Dr. Reinhold Pfaff, DVM

Effective Date:_____

MADISON COUNTY PUBLIC ANIMAL SHELTER

PROTOCOL A. DETERMINING IF AN ILL, INJURED, OR OTHERWISE COMPROMISED ANIMAL REQUIRES VETERINARY TREATMENT

Licensed Veterinarian Name (Printed): _____

Licensed Veterinarian Signature: _____ Date: _____

OVERVIEW: The animal shelter shall provide adequate veterinary care for each animal as required by VA Code §3.2-6503. This protocol is required by **2 VAC 5-111-30 Provision of veterinary treatment**. "A. Each facility shall engage a licensed veterinarian to develop or ratify a protocol for determining if an ill, injured, or otherwise compromised animal requires treatment by a licensed veterinarian. Each facility shall adhere to the protocol and provide veterinary treatment when needed."

1. FACILITY PREPAREDNESS

The shelter manager oversees supervising the provision of adequate veterinary care and is properly trained and educated in basic animal care and the basic assessment of animal wellness. The shelter manager will ensure that all staff members and caretakers are properly instructed in the requirements of this protocol, and that reasonable resources remain in place in advance (including animal transportation and veterinary provider payment arrangements) for events requiring veterinary care. The cost of veterinary care that exceeds \$250 per animal must be authorized by the shelter manager. This shelter manager will secure an alternate for absences from duty when he cannot be contacted for guidance regarding an animal wellness concern.

The following resources will be maintained in the shelter at all times in a conspicuous, readily accessible manner for use by all staff members and caretakers:

- A contact list that includes: the shelter manager's name and telephone number; the names, addresses, and telephone numbers of the local veterinary establishments; and the name, address, and telephone number of the nearest veterinary emergency facility.
- Species-(canine/feline) specific charts, age, body condition scoring, and breed determination.
- A copy of this protocol.
- The "American Red Cross/ HSUS First Aid" book.
- Animal first aid supply kit containing vet wrap, gauze, bandage tape, and stethoscope.

2. ANIMAL INTAKE EVALUATION

Upon taking custody of each animal, an intake exam will be performed and observations will be recorded on the "Animal Evaluation Form." Observations will be noted as either "Appears Normal" or a description of the abnormality or compromising condition observed. Use the following guide as an aid for describing abnormal or compromising conditions when completing the Animal Intake Evaluation.

- General Attitude: Depressed, Agitated, Lethargic, Disoriented
- General Condition: Geriatric, Neonatal, Dehydrated, Obese, Emaciated, Malodorous.
- Eyes: Cloudy, Swollen, Crusty, Red, Discharge, Pus, Mucous, Ulcer, Poor Vision/Blindness, Squinting
- Ears: Red, Inflamed, Moist, Odor, Discharge, Pus, Waxy, Poor Hearing/Deafness
- Nose: Discharge, Crusty, Inflamed, Wound, Ulcer
- Mouth: Inflamed gums, Missing teeth, Severe tartar, Wound, Ulcer, Pale gums, Tacky ~~Dry~~ gums
- Skin: Hair loss, Red, Inflamed, Crusty, Wound, Parasites, Wound, Sores, Mass
- Abdomen: Swollen, Firm/Tight, Lumpy, Mass

- Urogenital/Reproductive: Discharge, Swollen, Bloody, Pregnant, Cryptorchid (retained testicle), Prolapse
- Limbs/Mobility: Wound, Swollen, Limping/Not using limb, Difficulty standing
- Neurological: Circling, Wobbly, Twitching, Seizures

3. INITIAL CONFINEMENT HOUSING

Each animal will be confined individually (unless neonatal with nursing mother and/or littermates, or already acclimated and accustomed to cohabitation with another specific animal) for at least the first 120 hours after intake. Following the initial five days, an animal may be commingled with other compatible animals as appropriate and conducive to animal safety, well-being, and adequate care, and in accordance with all applicable laws and regulations.

4. ANIMAL MONITORING

Each animal will be monitored daily, and the observations will be recorded on the "Daily Observation Sheet." This log will be maintained on (or in close proximity) the animal's enclosure. Observations will be recorded as "Appears Normal" or a description of the abnormality or compromising condition observed. For describing abnormalities or compromising conditions, use the guide included above in item 2, as well as the following:

- Appetite: Poor, Difficulty swallowing, Difficulty chewing
- Stools: Soft, Bloody, Watery, Profuse, Parasites/Worms, No stool, Hard/Dry
- Urine: Discolored, Excessive, Bloody, Straining
- Other: Vomiting, Vocalizing, Excessive panting, Coughing, Injury Description, etc.

The shelter manager will review all Animal Monitoring Logs daily and will assign this duty to a properly qualified staff member for any day that the shelter manager is not on site at the shelter.

The chart on page four will be used in determining whether abnormal findings are mild, significant, or emergency in nature.

5. FINDINGS OF MILD ILLNESS, INJURY, ABNORMALITY, OR COMPROMISE

If, during the intake evaluation or at any time thereafter, signs of mild illness/injury/abnormality/compromise are observed (see associated chart) the following steps will be taken:

- 1) Make a notation on the "Animal Intake Evaluation" form or "Daily Observation Sheet" (whichever form is appropriate based on the time the signs were noticed) and provide initials and the date/time of the observation.
- 2) Move animal to individual confinement if not already individually confined.
- 3) Discuss the findings with management as necessary.
- 4) Take general care measures as appropriate to alleviate discomfort and protect the animal (loose bandaging, bathing, clipping, external parasite removal, administration of commercially available product, etc.) as well as modifications to feed, bedding, and/or enclosure environment/climate.
- 5) Increase monitoring frequency to three times a day, and if the signs worsen at any time or do not subside after three days, regard the animal as having a potentially significant condition.
- 6) If the condition resolves, return the animal to general confinement and care.
- 7) Record all activities on the "Daily Observation Sheet."

6. FINDINGS OF SIGNIFICANT ILLNESS, INJURY, ABNORMALITY, OR COMPROMISE

If, during the intake evaluation or at any time thereafter, signs of significant illness/injury/abnormality/compromise are observed (see associated chart), the following steps will be taken:

- 1) Make a notation on the "Animal Intake Evaluation" form or "Daily Observation Sheet" (whichever form is appropriate based on the time the signs were noticed) and provide initials and the date/time of the observation.
- 2) Move animal to individual confinement if not already individually confined.

- 4)3) Make modifications to feed, bedding, and/or enclosure environment/climate as appropriate/directed.
- 5)4) Promptly notify the shelter manager.

- 6)5) Contact a veterinary establishment for advice and make an appointment according to the recommendation of the veterinary establishment. In the meantime, and as advised by the veterinary staff, take first aid measures as appropriate to protect the animal ~~and alleviate pain and distress~~.
- 7)6) Transport the animal to the veterinarian for diagnosis and treatment.
- 8)7) The shelter manager will inform the veterinarian of the status of the animal's confinement in the shelter (reason for custody, holding period, etc.) and that a course of treatment is authorized that stabilizes the animal, prevents progression of the condition, alleviates pain and suffering, and is geared toward resolving the condition within a reasonable timeframe.

7. FINDINGS OF EMERGENCY ILLNESS, INJURY, ABNORMALITY, OR COMPROMISE

If, during the intake evaluation or at any time thereafter, signs of emergency illness/injury/abnormality/compromise are observed (see associated chart), the following steps will be taken:

- 1) Immediately contact a veterinary establishment for advice and transport the animal directly to the veterinarian for diagnosis and treatment. As advised by the veterinary staff, take first aid measures as appropriate to protect the animal and alleviate pain and distress in transit.
- 2) The shelter manager will inform the veterinarian of the status of the animal's confinement in the shelter (reason for custody, holding period, etc.) and that a course of treatment is authorized that stabilizes the animal, prevents progression of the condition, alleviates pain and suffering, and is geared toward resolving the condition within a reasonable timeframe.
- 3) Make a notation on the "Animal Intake Evaluation" form or "Daily Observation Sheet" (whichever form is appropriate based on the time the signs were noticed) and provide initials and the date/time of the observation.
- 4) Add a communication note to the "Notes" section on the "Daily Observation Sheet" documenting when the veterinarian was contacted, their recommended next steps, and the actions the shelter took to resolve the emergency. The back of the log may be used for additional space if needed.

If at any point it is questionable if a shelter animal is experiencing an emergency, a veterinarian's office will be called immediately.

8. ***POTENTIALLY INFECTIOUS/CONTAGIOUS DISEASE***

At any time, if an animal is showing signs of a contagious or infectious disease, the "Protocol for the Control of Infectious or Contagious Disease" will be followed **in addition** to this protocol as stated above.

MILD

Mild illnesses, injuries, abnormalities, or compromising conditions are those which:

- 1) Present with a single finding without any other signs;
- 2) Do not interfere with healthy eating, drinking, breathing, mobility, elimination, or resting;
- 3) Do not cause pain or distress; and
- 4) Are not contagious or zoonotic (transmissible to other animals or humans)

Signs of mild illness, injury, abnormality, or compromise include (but are not limited to):

- Pregnancy/Onset of giving birth
- Presence of fleas or ticks
- Intermittent scratching
- Slight limping
- Isolated/occasional vomiting of food without any other signs
- Isolated/occasional soft stool without any other signs
- Minor scrape or abrasion
- Sneezing with no other clinical signs
- Rare dry cough with no other clinical signs

SIGNIFICANT

Significant illnesses, injuries, abnormalities, or compromising conditions are those which:

- 1) Cannot be directly attributed to a specific cause of mild compromise;
- 2) Cause pain or distress;
- 3) Interfere with healthy eating, drinking, or elimination; or
- 4) Cause impaired mobility, breathing, or resting

Signs of significant illness, injury, abnormality, or compromise include (but are not limited to):

- Coughing regularly
- Diarrhea lasting more than 1 day
- Vomiting more than twice
- Urinating frequently
- Wounds
- Daily scratching
- Hair loss or red skin
- Not eating or drinking for more than a day
- Increased drinking
- Non-weight bearing on a leg
- Painful
- Red eyes or discharge from the eyes
- Exudate in the ears

EMERGENCY

Emergency illnesses, injuries, abnormalities, or compromising conditions are those which:

- 1) Place an animal in jeopardy;
- 2) Cause extreme pain or suffering;
- 3) Life-threatening; or
- 4) Without treatment could rapidly progress to become life-threatening

Signs of emergency illness, injury, abnormality, or compromise include (but are not limited to):

- Increased respiration rate or difficulty breathing
- Altered mental or neurologic status
- Straining to eliminate
- Bloated abdomen with drooling or non-productive retching
- Pale gums
- Generalized weakness or severe lethargy
- Active bleeding (including blood in feces, urine, or vomit) or extensive bruising
- An open wound or deep wound
- Difficulty giving birth

Any animal that has experienced trauma such as hit-by-car or fight with another animal is considered an emergency.

Animal Intake Evaluation

Body Condition Score: 1 (emaciated) 1 2 3 4 5 6 7 8 9 10 (obese)

Gait: Walks normally Limp on _____ Will not walk Other: _____

Skin: Normal Missing Hair Itchy, red

Mucus membranes: Pink Red Yellow Blue Pale/white Other: _____

Ears: Clean-No debris Little debris Lots of debris

Eyes: Clean Discharge Red Not opening eye(s)

Fleas? Yes None seen

Ticks? Yes None seen

Visible injuries or wounds? No Yes, Describe: _____

Temperament/Disposition: _____

ANIMAL MONITORING LOG

Animal ID: _____

Note your observations by writing your
Initials in the appropriate boxes below

Date	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Time														
APPETITE DRY														
Normal														
Nibbling														
Not Eating														
APPETITE WET														
Normal														
Nibbling														
Not Eating														
STOOLS														
Formed														
Diarrhea														
Bloody														
None														
URINE														
Normal														
Excessive														
Bloody														
Straining														
None														
VOMITING														
None														
Food														
Bile														
Hairball														
Other:														
COUGHING														
Yes														
No														
SNEEZING														
Yes														
No														
NASAL DISCHARGE														
None														
Clear														
Cloudy/Opaque/Green/Yellow														
Blood														
EYES														
Clear														
Pus/Mucus														
Red/Irritated														
Swollen														
BEHAVIOR														
Friendly														
Scared/Shy														
Listless/Depressed														
Aggressive/Feral														
Urine Outside of Litterbox														
Stool Outside of Litterbox														

Notes:

MADISON COUNTY PUBLIC ANIMAL SHELTER

PROTOCOL B: CONTROL OF CONTAGIOUS AND INFECTIOUS DISEASE

Licensed Veterinarian Name (Printed): _____

Licensed Veterinarian Signature: _____ Date: _____

OVERVIEW: This protocol is required by **2 VAC 5-111-30 Provision of veterinary treatment.**

“B. Each facility shall engage a licensed veterinarian to develop or ratify a protocol for the control of contagious and infectious disease and shall adhere to such protocol. Each facility shall provide a marked isolation room for the confinement of animals suffering from a contagious or infectious disease.”

1. GENERAL FACILITY RULES REGARDING DISEASE CONTROL

- Sweep and mop facility daily.
- Do not allow outside animals to come into contact with shelter animals unless it is for a meet-and-greet with a committed adopter.
- Any food items intended for consumption by shelter animals must be in unopened packaging when they are received.
- All dry food must be kept in stationed food rooms and off the floor.
- Any unused, open canned food will be covered, dated, and stored in the refrigerator for no more than 7 days. After 7 days the food will be discarded.
- Any donated items must be properly disinfected or laundered before using in the shelter.
- Always clean the shelter in the following order starting with #1 and working through #6.

1. Neonatal enclosures
2. Neonatal area
3. General population enclosures
4. General population area
5. Isolation population enclosures
6. Isolation room

Reminder: After entering isolation, workers are not permitted to come into contact with neonates and the very young for the remainder of the day.

2. GENERAL ANIMAL HOUSING CLEANING AND DISINFECTION PROCEDURES

- All materials inside animal's enclosure must be able to be appropriately disinfected through laundering.
- Clean animal enclosures daily as needed while animal is outside of enclosure.
- To disinfect area and enclosures:
 - Remove organic material and any debris.
 - Wash soiled area with detergent and scrub.
 - Rinse area and apply disinfectant (Kennel Sol)
 - Allow disinfectant to sit for 10 minutes before rinsing.
 - Allow enclosures to dry before allowing animal back into enclosure.

- Disinfect hallways, outdoor concrete areas, socialization rooms, and any other areas animals come into access with once daily and upon soiling as described above.
- Remove feed pans, water bowls, and toys from enclosure and wash separately with detergent daily and before use by another animal.

3. DESIGNATED ISOLATION ROOM

The first room on the right from the sally port entrance is the designated isolation room. This room will have controlled access.

- The room is labeled "Isolation Room."
- Place waste and laundry receptacles immediately next to the door of this room on the inside of the room.
- Store a dedicated supply of cleaning agents, materials, and equipment inside the room for the sole purpose of room disinfection/cleaning and caring for the animals in isolation.
- Do not take any supplies out of the room for use or storage in another part of the facility.
- Do not use this room to store any items that are used outside of the isolation room.

4. ANIMAL INTAKE EXAM, INITIAL CONFINEMENT, MONITORING, AND PROVISION OF VETERINARY CARE

Animal intake exam, initial confinement, monitoring, and provision of veterinary care will be in accordance with "Protocol A: Determining Requirement of Veterinary Treatment".

- Examples of signs for the presence of a possibly infectious disease might include (**but are not limited to**): coughing, sneezing, lethargy, nasal or ocular discharge, open wounds, hair loss, excess itching, skin irritation/infection, diarrhea, or vomiting.

5. FINDINGS OF POTENTIALLY COMMUNICABLE DISEASE

If at any time during initial exam or general monitoring an animal displays signs consistent with infectious disease the following protocol will be implemented:

- Transfer animals immediately to the isolation room and house them individually.
 - Please note: Isolation Rules and Cleaning & Disinfection Procedures are listed below (#6-7)
- Place a sign on the suspect animal's enclosure in isolation labeled with a description of the clinical signs or the suspected illness so that other workers are able to take appropriate precautions.
 - Reminder: **ALL** animals in isolation are to be treated as infectious until they are cleared by a veterinarian to be removed from isolation.
- Disinfect with KennelSol all areas where the infectious animal came into contact with before isolation, including all transport enclosures and the transport vehicle. ~~All areas the infectious animal came into contact with before entering isolation, including transport enclosure and transport vehicle, must be disinfected with Kennel Sol.~~ Other animals will not be allowed to enter areas until disinfection has been completed.
- The animal's clinical signs will be noted on the "Daily Observation Sheet" (Protocol A) and communicated to a veterinary establishment as quickly as possible to schedule an appointment for evaluation of disease.
 - When scheduling the veterinary appointment, inform the veterinary establishment that the animal is potentially infectious in order to allow the clinic time to prepare preventative measures of disease control for the appointment.
 - During the appointment, anticipate that the veterinarian will examine the animal, make a diagnosis, and prescribe an individualized treatment plan.
- Monitoring of animal's progress as outlined by the veterinarian will be noted on the "Daily Observation Sheet" (Protocol A) and kept in isolation.

6. ISOLATION ROOM RULES

- Wear disposable shoe coverings upon entering the room.

- Wear disposable gloves and a smock when conducting any activities in this room.
- Do not use non-disposable items that cannot be disinfected by this policy in any isolation room.
- Remove all personal protective gear upon exiting the room.
- Wash hands thoroughly after removal of protective gear.
- Non-vital personnel will not be allowed into the isolation room.
- Care for immunocompromised animals or neonates must be done before entering isolation.

7. ISOLATION ROOM CLEANING AND DISINFECTION PROCEDURE

- Clean/disinfect the isolation room after general areas have already been cleaned.
- Do not allow animals to be within enclosures during cleaning/disinfecting the enclosures. Do not allow animals to roam around the isolation room during the process of cleaning/disinfection of the enclosures; they must be confined in one of the other enclosures to ensure the containment of disease.
- Wear gloves, gown, and shoe coverings during the cleaning process.
- Tie all laundry and waste receptacle bags when full. Launder isolation laundry separate from general laundry. Disinfect the outside of the laundry bag and then empty contents directly into the washer. Add bleach to the load along with detergent and wash on the highest water temperature setting. Dry load completely in drier before reuse. Remove the tied waste receptacle bags by disinfecting the outside of the bag and place directly into dumpster.
- Disinfect area/enclosure, remove organic debris, toys, and dishes. Rinse area and apply detergent. Scrub any areas that did not come clean from the original rinse. Rinse detergent from area/enclosure. Apply disinfectant Kennel-Sol and allow to sit for 10 minutes, and then rinse a final time.
- Allow area to dry before allowing animals back into area/enclosure.
- Wash any toys that are able to be laundered along with the laundry protocol above. Disinfect hard toys that cannot be laundered using the dish protocol below.
- To clean dishes: remove any residual food or organic debris into the isolation trash, and then submerge the dishes (& hard toys) into diluted bleach bucket. Use a 1/2 cup bleach in 1-gallon dilution. Soak items for 30 minutes before removing and transferring to sink. Wash separately from other dishes using hot water and dish detergent.

MADISON COUNTY PUBLIC ANIMAL SHELTER

PROTOCOL C: MANAGEMENT OF NEONATAL AND MEDICALLY COMPROMISED ANIMALS

Licensed Veterinarian Name (Printed): _____

Licensed Veterinarian Signature: _____ Date: _____

OVERVIEW: This protocol is required by **2 VAC 5-111-30 Provision of veterinary treatment.**
“C. Each facility shall engage a licensed veterinarian to develop or ratify a protocol for the management of neonatal and medically compromised animals and shall adhere to such protocol. Enclosures shall be maintained that can properly and safely house such animals.”

NEONATAL ANIMALS

1. Neonatal Animals with a Dam/Queen

- Neonates taken into custody with their dam/queen or born while in custody should be kept **with the dam/queen** until a minimum of 7 weeks of age.
 - If the dam/queen becomes ill, inadequately lactates, or jeopardizes the safety of the neonates and/or animal care attendants, remove neonates for surrogate care or hand rearing prior to 7 weeks.
- Keep the dam/queen and neonates segregated from other animals for at least three weeks of life by housing the dam/queen and neonates in a room of the shelter that is away from the general population and isolation room.
- Keep the dam/queen and neonates in a primary enclosure that meets the following criteria:
 - Able to be adequately cleaned and disinfected
 - Able to be heated as dictated by the species, age, and condition of the animals (A common heating pad is not safe and is not permitted for use).
 - Contains bedding easily accessible to both the dam/queen and neonates.
 - In a quiet room away from main traffic and other animals.
 - Ensures the safety of the neonates by eliminating spaces where small neonates may become trapped, separated, or drowned.
 - Use tall enough bowls so that the dam/queen can access, but neonates are not at risk for drowning.
- Monitor dam/queen at minimum twice daily. Observe and note intake (eating & drinking) of the dam/queen, any vaginal discharge, adequate lactation, and appearance of mammary glands.
 - Obtain veterinary care if the dam/queen has a vaginal discharge with an odor, is not eating/drinking, not lactating well, has inflamed mammary glands, or any other abnormality.
- Monitor neonates at minimum once daily for growth appropriate to their age and species. As a general rule, appropriate growth is a gain of 10% of birth weight each day.
 - **Note:** A gram or ounce scale is required for monitoring growth. Inadequate growth or lactation is an indication for examination and treatment by a veterinarian.
- Monitor and provide special care as follows:
 - To minimize exposure of neonates to disease, provide care of dams/queens with neonates before taking care of the general population.

- Provide dam/queen with free choice dry puppy/kitten food as well as a constant supply of clean water. Provide dam with free choice feeding until weaning and then return her to a normal diet appropriate to her size.
- At 3 weeks of age, offer the neonates a gruel made of puppy/kitten food and water.

2. Neonatal Animals without a Dam/Queen

Due to the fragility and intensive needs of a neonate, if under 4 weeks of age schedule a veterinarian exam within 3 hours of intake unless outside of regular veterinarian's business hours and then within one hour of the veterinarian opening. During this appointment an initial exam will be conducted as well as the development of a care and feeding protocol that is appropriate for the neonate and care provider. If adequate care is not available, place the neonate into the veterinary clinic's care until mature enough to return to the shelter or transferred into foster care.

➤ Feedings

- **Neonates less than 4 weeks of age** until veterinary care is provided:
 - Provide milk replacer upon intake. Prepare 5-10 mL of milk replacer, warm for a few seconds in the microwave, and place into clean bottle with a nipple. Check the temperature of the milk before feeding. Milk should be warm, not hot. Allow the neonate to suckle until they refuse the nipple. Provide a second bottle if the neonate empties the first. If the neonate is not suckling well or has not eaten more than two milliliters of formula, seek veterinary care within one hour. Milk replacer needs to be provided every two hours until veterinary examination and then per veterinarian's orders.
 - **Note:** The nipple hole often needs to be widened or more holes added to allow better milk flow. Neonates should be fed while upright and not on their backs.
- **Puppies/kittens 4-6 weeks old:** feed puppies/kittens milk replacer as described above every 6 hours. Note puppies/kittens at this age require more milk replacer than those under 4 weeks old (est. 30-50ml of replacer per feeding). In addition to the milk replacer, puppies/kittens will be introduced to solid food by offering a gruel of dry or canned species-specific puppy/kitten food. To make a gruel, add desired amount of water to the solid or canned diet and blend. At this stage, gruels should have a very high liquid content for easy consumption and slow introduction to the action of chewing food. Initially, the gruel should be the consistency of soup without any solid chunks. If the puppy/kitten is tolerating the gruel well, slowly and gradually decrease the water content over the following weeks.
- **Puppies 6-7 weeks old and kittens 7-11 weeks old:** Feed puppies/kittens 3 times per day (every 8 hours) a canned diet of species-specific puppy/kitten food.
- **Puppies 7-8 weeks of age and kittens 11-12 weeks:** Puppies/kittens may continue eating canned food or may be slowly transitioned to dry. To transition to dry food, gradually begin mixing small amounts of dry food in with the canned. Over time, begin decreasing the amount of canned food and increasing the dry. Continue offering 3-4 smaller meals throughout the day. Leaving food down at all times does not guarantee the puppies and kittens will eat.
- Monitor puppies/kittens for adequate growth appropriate to their age and species a minimum of once daily. As a general rule, appropriate growth is a gain of 10% of birth weight each day. Their daily food intake will need to be adjusted based on their rate of growth.
 - **Note:** A gram or ounce scale is required to monitor growth. Inadequate growth is an indication for examination and treatment by a veterinarian.

➤ Elimination

- If the neonate is less than two weeks of age, stimulation is needed for urination/ defecation. Using a clean, warm, wet cotton ball or soft washcloth, gently massage under the neonate's tail. Stimulate the neonate after each meal.
- Monitor urination/defecation in neonates and young puppies/kittens. The presence of diarrhea is an indication for examination and treatment by a veterinarian.

➤ Environment

- Keep neonates and puppies/kittens from non-littermates in the shelter for at least the first three weeks of life.
- Keep neonates in a primary enclosure that meets the following criteria:
 - Solid bottom
 - Able to be adequately cleaned and disinfected three times daily (every 8 hours).

- Ensures the safety of the neonates by eliminating spaces where small neonates may become trapped or separated.
 - In order to minimize the neonate's exposure to disease, feed and care for neonates and disinfect environment before working with the rest of the shelter population.
- Veterinary Care
 - Based on monitoring protocols, ensure further veterinary care is provided during appointments with a veterinarian to ensure proper growth and development of neonates.
 - Neonates should be hospitalized at a veterinary establishment if round-the-clock care at specified intervals is not able to be provided.

MEDICALLY COMPROMISED ANIMALS

1. DISABLING CONDITIONS or NATURAL CONDITIONS OF COMPROMISE

A medically compromised animal is any animal who by definition is one which either has an illness or injury, or is compromised by a normal life phase condition (a compromising congenital defect, a disabling physical condition, or other condition which alters a normal physiological function of the animal).

- Examples of a compromised animals include (**but are not limited to**): blindness/ visual impairment, pregnancy, in-heat, amputee, physical deformity, geriatric, oral defect, or deafness.
- If the compromise is due to illness or injury, follow Protocols A and B in addition to this protocol if appropriate.

Create an individualized management plan in writing for any animal with a disabling condition on the "Special Instructions Sheet" upon arrival at the shelter. Specify on the plan accommodations and modifications to ensure animal safety, comfort, well-being, and adequate care. Place the "Special Instructions Sheet" in plain view on or near the animal's enclosure.

As standard practice, the following conditions will require these accommodations at a minimum:

- a. Blind: housed individually (unless entering shelter with housemate to which animal is already acclimated) in quiet environment with floor-level bedding. The enclosure must provide adequate space without being oversized so that the animal can easily identify its safe perimeter and easily locate food and water receptacles.
- b. Pregnant: housed individually in quiet enclosure without any wide gaps or confined spaces which pose a risk to newborn animals, away from view of other animals. Provide a cage or structure large enough for whelping without any large lips or steps to have to navigate over, and provided soft bedding material.
- c. In-Heat: never to be housed next to an intact male.
- d. Physically Impaired (e.g. amputee, deformity, paralysis): housed individually (unless entering shelter with housemate to which animal is already acclimated) with sturdy, nonslip footing and easily accessible bedding.
- e. Oral defect (e.g. missing or broken teeth): feed soft, canned diet, or as directed by a veterinarian. Will not be given hard toys.
- f. Geriatric: provide extra bedding to ensure an appropriate amount of padding/cushion on platform without a large step, and a quiet enclosure.

2. ILLNESS AND/OR INJURY

Provide any animal with an illness or injury an individualized management plan established in writing in accordance with the veterinarian's instructions. The veterinarian should specify in the plan dietary requirements, exercise and socialization restrictions, and proper cage/ kennel set-ups as needed. Have the veterinarian fill out a specialized plan on the following page. Place this page in plain view on or near the animal's enclosure.

3. MEDICATIONS AND/OR TREATMENTS

Administer medications and treatments in accordance with prescribed instructions at the prescribed frequency. Prescribed frequency will correlate to intervals based on a 24-hour "day" (i.e. two times per day = every 12 hours, three times per day = every 8 hours). After administering medications, the staff member should record the treatment on the animal's treatment log and include their initials or name next to the treatment. Prescription medications are to be used on the prescribed animal only and not on any other animal. Do not store any excess medications for future unprescribed use and discard all medications appropriately. Store medications in a cool, dry location away from any risk of accidental animal access.

SPECIAL INSTRUCTIONS SHEET

Medically Compromised Animal

ANIMAL ID: _____ DATE: _____

*This condition is a permanent ☐ temporary ☐ condition

1. Special Enclosure/Housing Area Instructions:

2. Special Bedding Instructions:

3. Special Feeding Instructions:

4. Special Exercise/Socialization Instructions:

5. Special Climate/Temperature Instructions:

6. Special Handling Instructions:

7. Other Instructions:

Prepared by: _____

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #5.

MEETING DATE: April 28, 2020

AGENDA TITLE: Public Safety Random Drug Testing Policy

INDICATED MOTION(s): N/A

STAFF LEAD: Director of Emergency Medical Services Hillstrom

TIMING: Over the past few months the idea of requiring EMS employees to participate in random drug testing, as opposed to the “reasonable suspicion” and (the recently adopted) pre-employment drug screening, has been discussed. During the April 14 meeting the Board asked the staff to develop a proposed policy that would include all public safety personnel in a random drug screening program.

DISCUSSION Staff understands that the local philosophy might prevent random drug screening for all County employees. On the other hand, the EMS staff works around regulated drugs such that the risks and opportunities for abuse are much higher and the fallout of having a public safety employee under the influence of these performance-impairing substances can be significant.

Note that the neither the County Administrator’s office nor the County Attorney’s office has fully processed the current draft of the proposed policy as of this date.

FISCAL IMPACT: The cost would depend on the scope of the testing as well as the frequency. On the other hand, the cost of one bad situation that could otherwise have been avoided might eclipse those costs.

REFERENCES: None

HISTORY: N/A

RECOMMENDATION: Discuss the current concept and provide guidance to the staff as appropriate.

ENCLOSURES:

- Draft policy (not ready for adoption)

ALCOHOL AND DRUG FREE WORKPLACE

A. Purpose

Madison County recognizes that alcohol and drug abuse is a serious problem across America. It is, therefore, the goal of the County to establish and maintain a safe and healthy workplace for its employees, free from alcohol and illegal drug use and to protect the safety of its citizens by providing the highest quality of service.

B. Employee Responsibilities

1. No employee shall unlawfully manufacture, dispense, possess, use or distribute any controlled substance, medication or alcohol.
2. Any employee convicted under a Federal or State statute regulating controlled substances shall notify their supervisor and the County Administrator within five (5) days after the conviction.
3. No employee shall consume alcoholic beverages immediately before work, during work hours or while at work during breaks or lunches.
4. No employee shall be impaired by alcoholic beverages immediately before work, during work hours or while at work during breaks or lunches.
5. No employee shall represent the County in an official capacity while impaired by alcohol, illegal drugs or medication.
6. No employee using medication that may impair performance shall operate a motor vehicle or engage in safety-sensitive functions while on duty for the County.
7. If an employee is using prescription or non-prescription medication that may impair performance of duties, the employee shall report that fact to his/her supervisor.
8. An employee who has reason to believe that the performance of another employee is impaired by alcohol, illegal drugs and/or medication shall immediately notify the supervisor or County Administrator.
9. Department heads, and in the absence of a department head their deputy, shall be responsible for maintaining a drug and alcohol free workplace in their area of operations and implementing the following drug and alcohol testing program.

C. Drug and Alcohol Testing

In order to achieve a drug-free workplace, all candidates offered employment with Madison County, shall be required to participate in all of the following alcohol and controlled substances testing:

10. When an applicant for any position has been extended a conditional offer of employment, but before beginning work;
11. When there is a reasonable suspicion to believe that the employee is in an impaired state. Reasonable suspicion is a belief based on objective and articulated facts sufficient to lead a reasonably prudent person to suspect that an employee is under the influence of drugs or alcohol such that the employee's ability to perform the functions of the job is impaired or such that the employee's ability to perform his/her job safely is reduced.
12. Employees may be selected at random for drug testing at any time. These tests are unannounced and unexpected by employees. According to the Department of Labor, employees are put in a lottery-like testing pool and are randomly selected. The random selection process also creates an equal chance for all employees to be picked for testing.
13. Behaviors that include, but are not limited to, any one of the following, or in combination, may constitute reasonable suspicion:
 - a) Slurred speech
 - b) Dilated pupils
 - c) Odor of alcoholic beverage on breath
 - d) Inability to walk a straight line
 - e) Lack of coordination
 - f) Incoherence
 - g) Tremors
 - h) Convulsions
 - i) Paranoia
 - j) Verbal altercation
 - k) Physical altercation
 - l) Possession of drugs or alcohol
 - m) On-duty accident or incident involving County property
 - n) When the employee has endangered others in the workplace
14. After any accident or incident;

15. As a condition for return for duty after testing positive for controlled substances or alcohol; or,
16. As part of follow-up procedures for return-to-duty related drug or alcohol violations.

D. Definitions

For purposes of this policy, the following terms shall mean:

17. Commercial Motor Vehicles - Vehicles which have a manufacturer's gross vehicle weight rating (GVWR) or gross combination weight rating (GCWR) of 26,001 pounds or more; or
 - a) Vehicles made to carry sixteen (16) or more passengers, including the driver; or
 - b) Vehicles that transport hazardous materials that have to be placarded by federal law.
18. Controlled substances - Any drug or substance assigned a DEA controlled substance code number in the following groups: Opiates, Opium derivatives, Hallucinogenic substances, Depressants, and Stimulants. The mere possession of a valid prescription or over-the-counter drug for medical reasons does not constitute a policy violation. In addition, the use of such a drug also will not constitute a policy violation, as long as the drug does not affect the driver's ability to function on the job.
19. Director - The Director of a County department.
20. Driver or Employee - Any Madison County employee who operates a commercial motor vehicle on behalf of the County and on County business or activity or who is employed in a safety sensitive position.
21. Drug - Any substance that is unlawful to possess under either the Federal Controlled Substances Act or state law, or any substance that could affect one's ability to function on the job.
22. EAP - Employee Assistance Program.
23. DEA - Drug Enforcement Agency.
24. MRO - Medical Review Officer.
25. BAC - (Breath Alcohol Concentration). The alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test or as a percentage of blood in the body as expressed by a qualifying blood alcohol test.
26. Reasonable Suspicion - A belief based on objective and articulated facts sufficient to lead a reasonably prudent person to suspect that an employee is under the influence of drugs or alcohol such that the

employee's ability to perform the functions of the job is impaired or such that the employee's ability to perform his/her job safely is reduced.

27. An "accident" or "incident" - Defined as any occurrence in which a driver is behind the wheel of a County vehicle and death, personal injury and/or property damage occurs or when a vehicle has left the roadway under other than normal causes or any individual is injured and requires medical care as a result of an action or inaction by a County employee. "Accident" or "Incident" shall also include abnormal occurrences when a driver is not behind the wheel, such as an abnormal departure from the roadway or when other facts or circumstances suggest reasonable cause to suspect drug use. Post-accident testing will be conducted regardless of who was injured, what property was damaged or who was responsible. An occurrence may qualify as an "accident" or "incident" regardless of whether the vehicle was in motion, temporarily stopped, parked or being loaded or unloaded, or on either public or private property.

E. Guidelines for Screening

28. Reasonable suspicion

Drivers will be tested for drugs and alcohol whenever the County has "reasonable suspicion" that the driver may have used drugs or alcohol. Whenever possible, the conduct or event giving rise to the "reasonable suspicion" should be witnessed by at least two persons, and a supervisor or department head should be called to the scene.

29. Post-accident Testing

Following an accident or incident involving a County vehicle, the County shall require the driver to submit to a blood, urine and/or breath analyzer test if:

- a) The driver receives a citation for a moving traffic violation arising from the accident;
- b) The accident results in the death of a human being or a bodily injury to a person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident;
- c) The accident results in total damage to any one property amounting to \$500.00 or more based upon actual costs or reliable estimates;
- d) Any condition that meets the definition of "accident" or "incident" under this policy.

Post-accident testing should be completed as soon as possible after the accident. Every effort will be made to ensure that the test is conducted within four (4) hours after the accident.

Following the accident, the driver will be taken to a medical facility or certified lab in order to have the blood, urine, breath analyzer and/or other appropriate tests. If the employee requires hospital care, the County will make arrangements to assure that the appropriate tests are performed at the hospital.

A driver who is seriously injured and cannot provide a specimen at the time of the accident shall provide the necessary authorization for obtaining hospital reports and other documents that would indicate whether there were any controlled substances in his/her system.

If a driver does not need hospital care but is required to have a post-accident test under this policy, he or she shall not use alcohol until eight (8) hours after the accident or until the test is performed, whichever occurs first.

30. Random Drug Screening

Madison County will randomly drug-test employees for compliance with its drug-free workplace policy on a quarterly basis.

Random testing means employees will be selected by a computer-based random-number generator. This will result in an equal probability that any employee from the entire group of employees will be tested.

Each quarter, on a day selected by a computer-based random-date generator, the human resources department will pull a random selection of employee names and immediately notify the employees selected for testing. Testing must be completed on the same workday the employee is selected, absent extenuating circumstances such as out-of-town travel. In all circumstances, testing must be completed within 24 hours of selection.

The Human Resources department shall keep appropriate records concerning selection, notification, scheduling, and results for all testing.

Madison County Human Resources has no discretion to waive the selection of an employee elected at random.

Confirmed positive tests will result in appropriate follow-up.

31. Return-to-duty Testing

Any driver found to have engaged in conduct prohibited by this regulation shall undergo a test before returning to duty. If the prohibited conduct involved alcohol, the driver shall take an alcohol test and shall not be allowed to return to work unless the result is less than 0.02 BAC. If the prohibited conduct involved controlled substances, the driver shall take a controlled substances test and shall not be allowed to return to work unless the result is verified negative for controlled substance use.

32. Follow-up Testing

Any driver identified as needing assistance in resolving problems associated with controlled substance use or alcohol misuse shall be subject to unannounced follow-up controlled substance and/or alcohol testing as directed by a substance abuse professional.

F. Drugs to be Tested

The purpose of the drug testing policy is to identify the use of any drug which affects an employee's ability to function on the job. An alcohol concentration of 0.04% BAC or greater, and/or detectable amounts any illegal drug, over-the-counter drug, or prescribed medication found in an employee's system shall violate this policy, except when an employee has advised his/her supervisor of their usage of over-the-counter drugs or prescribed medication, and the employee has been permitted to continue driving.

33. Employees will be tested for a broad range of drugs, including marijuana, cocaine, opiates, PCP (phencyclidine), amphetamines, alcohol and any other drug which impairs one's ability to function on the job.

34. Employees taking over-the-counter or prescribed medication are responsible for knowing the effects of that medication on their job duties. Employees may not drive or perform other duties under the influence of any prescription medication or over-the-counter drug that could impair their ability to function on the job. Employees must report to their supervisor the use of any medication that may have such an effect. An employee who is taking medication which adversely affects his/her performance will be removed from driving service temporarily and will be eligible for sick leave or other appropriate benefits, if any are available.

35. Employees shall not report for work or be on County property while impaired by alcohol. Employees are prohibited from using alcohol within four (4) hours of being on duty. An employee found to have a blood alcohol concentration (BAC) of 0.04% or more while on duty or on County property will be considered presumptively impaired and in violation of this policy.

36. Because alcohol consumption is legal and socially acceptable, and current technology is so accurate that it may even detect consumption from a previous night, the County will not discipline an employee based solely upon a blood alcohol test result of less than 0.04% BAC. However, an employee whose breath test reveals an alcohol concentration of 0.02% or greater but less than 0.04% shall be removed from safety-sensitive function for twenty-four (24) hours or until the start of the employee's next regular scheduled period, whichever period of time is greater.

G. Test Procedures

37. The administration of the Drug and Alcohol Testing Program shall be in accordance with the Department of Transportation Regulations, Federal Highway Administration and the Drug-Free Workplace Act of 1986. Detailed provisions are listed in the regulations regarding collecting, labeling and transporting the sample. Specific requirements regarding confidentiality are also included. The testing of the sample shall be performed by a laboratory approved by the National Institute of Drug Abuse (NIDA), including a NIDA panel screening with gas chromatography/mass spectrometry (GC/MS) confirmation on all positive tests. The cost for all drug and/or alcohol tests shall be borne by the County, with the exception of re-testing for any employee who tests positive.

38. Whenever this policy requires that an employee be tested for drugs or alcohol after an accident or incident, or upon reasonable suspicion, or for any reason allowed by the policy, then the employee will be taken to an approved testing facility for the purpose of collecting the sample (except in the case in which the County relies on tests conducted by law enforcement or any other investigative authority). In no case will an employee be given more than twenty-four (24) hours' notice of a test.

39. Once at the testing facility, the employee will be required to provide a urine, blood and/or breath analyzer sample. The employee will not be directly observed while providing the urine sample, but laboratory personnel will take appropriate steps to assure that the sample remains unadulterated. If the technician determines that a first sample was adulterated, then the County may adopt an inference of employee drug or alcohol use. The technician will request that the employee submit a second sample, and appropriate steps, including direct observation, may be taken to assure that a proper sample has been submitted. If it is determined that the employee has altered or substituted the urine specimen provided, the employee is subject to immediate dismissal.

40. After the employee has provided the sample, the laboratory will comply with appropriate chain of custody procedures and will certify that the employee has actually provided the specimen submitted for testing.

Results will be reported to a person designated by the County and qualifying as a Medical Review Officer (MRO).

H. Failure To Appear, Refusal To Give Consent Or Refusal To Submit To Testing

Failure to appear for testing without providing proper notice acceptable to the County shall be considered a refusal to participate in the testing and shall subject the employee to disciplinary action up to and including dismissal, or in the case of an applicant, the rescinding of a conditional offer of employment. Likewise, failure to give consent to see results or refusal to submit to testing will also subject the employee to disciplinary action up to and including dismissal.

If the employee refuses to be tested, he/she shall be immediately suspended from duty without pay and transported home. The refusal of an employee to submit to testing shall result in disciplinary action, up to and including dismissal. The supervisor who orders an alcohol and/or drug test shall document, in writing, within twenty-four (24) hours of the observed behavior the conduct giving rise to the reasonable belief of alcohol or drug use. The documentation shall include any statements made and any actions taken by persons involved. All records shall immediately be forwarded to the County Administrator to be placed in the employee's personnel file.

I. Negative Test Results

In any case of a negative test result, the MRO will contact the department head and the employee to report the negative laboratory findings.

J. Positive Test Results

41. When a confirmed positive test result for drugs has been returned, the employee shall be given the opportunity to provide the Medical Review Officer information to demonstrate the positive test result is a result of utilizing a legally prescribed medication.

42. Evidence to justify a positive test result may include, but is not limited to:

- a) A valid prescription; or
- b) Verification from the individual's physician verifying a valid prescription.

43. If the Medical Review Officer determines that there is a lack of evidence to justify a positive result, the result shall then be considered a verified positive test result. The Medical Review Officer shall immediately notify the County Administrator (or the Chairman of the Board of Supervisors if the County Administrator has been tested) of the test results.

44. All testing information is confidential and shall be treated as such by anyone authorized to review such information.

45. For the purposes of maintaining a workplace free of drugs and alcohol, the County reserves the right to search the lockers, file cabinets, desks, other County-owned or provided fixtures and fixtures owned by employees but used for County business.

K. Disciplinary Action

Because of the serious nature of illegal use or abuse of alcohol, controlled substances and/or non-prescribed use of medication, appropriate disciplinary action shall be taken, up to and including dismissal.

DRAFT

MEMORANDUM

TO: Jack Hobbs

FROM: Sean D. Gregg

DATE: April 24, 2020

SUBJECT: Comments related to Drug and Alcohol-Free Workplace

My comments are as follows:

1. I agree with Brian Gordon related to changing the alcohol prohibition to 8 hours before work begins and I likewise agree about provisions set forth in Comment BG3.

2. Regarding Paragraph 3 on Page 2 Item 1.1C3, I would define the "safety positions," which I assume include Emergency Medical Services and the County Sheriff. We may wish to consider including this provision for anyone who drives a County vehicle, I would note that most Counties limit this to first responders.

3. Regarding random drug screening in Section 3, I would modify the third paragraph of Paragraph 3 to read "testing must be completed on the next scheduled workday of the selected employee." The only issue might be the secrecy of the random testing, but any other solution is more likely to cause disruptions.

4. I agree with Brain Gordon's points BG5 and BG6.

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #6.

MEETING DATE: April 28, 2020

AGENDA TITLE: EMS Ambulance Purchase

INDICATED MOTION(s):

- I move to authorize the staff to purchase the proposed upfitted ambulance unit.
- Alternate: I move to authorize the staff to purchase the proposed upfitted ambulance unit and to pursue the indicated financing.

STAFF LEAD: Director of Emergency Medical Services Hillstrom

TIMING: The need for the County's EMS operation to have a additional dependable ambulance unit has been known for some time. This need has escalated recently due to repair and maintenance problems associated with the "rental" units maintained by the Madison County Rescue Squad. Further urgency has been created by the anticipated disruption in the supply chain brought about by the pandemic which could have the effect of increasing the time between order and delivery of the unit many months.

DISCUSSION At this point the question is not whether to purchase the new ambulance but when and under what terms. Staff suggests the decision to authorize the purchase should be made at the earliest.

The chassis, "box" and Stryker packages would be purchased via the HGAC cooperative purchasing program. Note that the equipment in the Stryker package is consistent with existing EMS equipment which reduces the need for additional training and pieces and parts inventories.

Financing is also an option.

FISCAL IMPACT: The apparent all-in cost of the unit is depicted in the procurement documentation.

REFERENCES: None

HISTORY: N/A

RECOMMENDATION: Review the estimates and discuss the matter. If the Board is comfortable moving forward, approve the purchase and financing plan.

ENCLOSURES:

- Procurement documentation

Ambulance Cost

24-Apr-20

204,901.00	2019 Braun body on 2020 Ford F 450 4x4 cab and chassis (per 4/15/20 quote)	
	Extended	
5,950.00	warranty	
7,895.00	Service plan	
<hr/>		
218,746.00	Base ambulance vehicle	Could be financed: 5 years @ 3.07%= \$47,877.21/yr
23,736.24	Stryker MTS Power Load	
20,399.78	Stryker Power-Pro XT	
13,876.50	Lucas chest compresion sysstem (base unit)	
	LIFEPAK (base	
30,415.20	unit)	
	Other Stryker	
7,100.63	items	
<hr/>		
95,528.35	Per Stryker 3/2020 quote)	This could also be financed
10,857.33	Backboard, supplies, etc. (per Stryker quote 1/24/2020)	
<hr/> <hr/>		
325,131.68	Total Estimate	

Not included:

Radio equipment & installation (\$2,50 if not included in PS radio project)
Expanded amulance shelter facility (Paid \$10k for existing; proposal pending ambulance delivery date and continued use of rented EMS site)



April 15, 2020
Madison County EMS
1449 North Main Street
Madison, VA 22727

Dear, Noah Hillstrom, Director

Penn Care; a regional supplier of EMS supplies, ambulances, and electronic patient care trip sheets, with low prices, prompt delivery and knowledgeable product specialists we hope to become your one stop shop for all your EMS needs. Many needs.....One Solution.....Penn Care.
Thank you for the opportunity to submit a quote for this year's Ambulance Purchase.

2019 Braun Express Plus Mounted on a 2020 Ford F 450 4x4 cab and chassis
Total quoted price includes:

Total Price with above options.....\$204,901.00

Additional Options below:

Ford Extended Warranty..... \$5,950.00

Ford Service Plan.....\$7,895.00

Total Due on Delivery if you opt for all options\$218,746.00

This unit will be purchases off of the HGAC Cooperative procurement contract using Contract number AM-10-18.

If you have any questions or would like additional information on the vehicle, please feel free to contact me at 540-841-9603 chance@penncare.net

Sincerely

Chance Kimble,
VA Ambulance Sales Representative
chance@penncare.net
Cell 540-841-9603
1-800-392-7233 EXT 312

Address: 1317 North Rd. | Niles, OH 44446
Phone: 1-800-392-7233
Fax: 330-544-0022
Website: www.penncare.net



Quote - Madison County EMS Full Amb 3.2.20

Quote Number: 10150955

Version: 1

Prepared For: MADISON COUNTY DEPT OF EMS

Attn:

Remit to:

P.O. Box 93308

Chicago, IL 60673-3308

Rep:

Robertson Gagnon

Email:

robertson.gagnon@stryker.com

Phone Number:

Mobile:

(804) 401-0502

Quote Date: 03/02/2020

Expiration Date: 05/31/2020

Delivery Address

Name: MADISON COUNTY DEPT OF EMS

Account #: 1511033

Address: 1494 N MAIN ST

MADISON

Virginia 22727-3071

End User - Shipping - Billing

Name: MADISON COUNTY DEPT OF EMS

Account #: 1511033

Address: 1494 N MAIN ST

MADISON

Virginia 22727-3071

Bill To Account

Name: MADISON COUNTY DEPT EMS

Account #: 1297438

Address: 1449 N MAIN ST

MADISON

Virginia 22727-3072

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	639005550001	MTS POWER LOAD	1	\$23,736.24	\$23,736.24
2.0	6506000000	Power-PRO XT	1	\$20,399.78	\$20,399.78
2.1	6085033000	PR Cot Retaining Post			
2.2	7777881669	3 Yr X-Frame Powertrain Wrnty			
2.3	7777881670	2 Yr Bumper to Bumper Warranty			
2.4	6506026000	Power Pro Standard Components			
2.5	6500001430	X-RESTRAINT PACKAGE			
2.6	0054030000	DOM SHIP (NOT HI, AK, PR, GM)			
2.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT			
2.8	6500082000	Knee-Gatch/Trendelenburg			
2.9	6506038000	Steer Lock Option			
2.10	6092036018	J Hook			
2.11	6506034002	6506 PWR-LOAD/PERF-LOAD OPTION			
2.12	6500038000	SMRT KIT-120V AC,12V DC, Brckt			
2.13	6500003130	KNEE GATCH BOLSTER MATRSS, XPS			
2.14	6506040000	XPS Option			
2.15	6085046000	Retractable Head Section O2			
2.16	0054200994	NO RUNNER			
2.17	6500315000	3 Stage IV Pole PR Option			
2.18	6506012003	STANDARD FOWLER			

Quote - Madison County EMS Full Amb

3.2.20

Quote Number: 10150955

Version: 1

Prepared For: MADISON COUNTY DEPT OF EMS

Attn:

Remit to: P.O. Box 93308

Chicago, IL 60673-3308

Rep: Robertson Gagnon

Email: robertson.gagnon@stryker.com

Phone Number:

Mobile: (804) 401-0502

Quote Date: 03/02/2020

Expiration Date: 05/31/2020

#	Product	Description	Qty	Sell Price	Total
2.19	639000010902	LABEL, WIRELESS			
2.20	6500130000	Pocketed Back Rest Pouch			
2.21	6500128000	Head End Storage Flat			
2.22	6500147000	Equipment Hook			
3.0	99576-000063	LUCAS 3, v3.1 Chest Compression System, Includes Hard Shell Case, Slim Back Plate, (2) Patient Straps, (1) Stabilization Strap, (2) Suction Cups, (1) Rechargeable Battery and Instructions for use With Each Device	1	\$13,876.50	\$13,876.50
4.0	11576-000060	LUCAS Desk-Top Battery Charger	1	\$994.50	\$994.50
5.0	11576-000071	LUCAS External Power Supply	1	\$391.00	\$391.00
6.0	11576-000080	LUCAS 3 Battery - Dark Grey - Rechargeable LiPo	4	\$605.20	\$2,420.80
7.0	99577-001957	LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT.	1	\$30,415.20	\$30,415.20
8.0	41577-000288	Ship Kit -QUIK-COMBO Therapy Cable; 2 rolls100mm Paper; RC-4, Patient Cable, 4ft.; NIBP Hose, Coiled; NIBP Cuff, Reusable, adult; 12-Lead ECG Cable, 4-Wire Limb Leads, 5ft; 12-Lead ECG Cable, 6-Wire Precordial attachment	1	\$0.00	\$0.00
9.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	1	\$398.65	\$398.65
10.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	1	\$272.00	\$272.00
11.0	11220-000028	LIFEPAK 15 Carry case top pouch	1	\$48.45	\$48.45
12.0	11260-000039	LIFEPAK 15 Carry case back pouch	1	\$69.70	\$69.70
13.0	21300-008147	LIFEPAK 15 NIBP Straight Hose, 9'	1	\$52.70	\$52.70
14.0	11160-000011	NIBP Cuff-Reusable, Infant	1	\$17.85	\$17.85
15.0	11160-000013	NIBP Cuff-Reusable, Child	1	\$20.40	\$20.40
16.0	11160-000015	NIBP Cuff-Reusable, Adult	1	\$25.50	\$25.50
17.0	11160-000019	NIBP Cuff-Reusable, Adult X Large	1	\$40.80	\$40.80
18.0	11996-000474	4G Modem: Verizon Cellular (for use on customer data plan; purchased separately)	1	\$1,205.00	\$1,205.00
19.0	11171-000049	Masimo™Rainbow™ DCI Adult Reusable SpO2, SpCO, SpMet Sensor, 3 FT. For use with RC Patient Cable.	1	\$544.00	\$544.00



Quote - Madison County EMS Full Amb 3.2.20

Quote Number: 10150955

Version: 1

Prepared For: MADISON COUNTY DEPT OF EMS

Attn:

Remit to: P.O. Box 93308

Chicago, IL 60673-3308

Rep: Robertson Gagnon

Email: robertson.gagnon@stryker.com

Phone Number:

Mobile: (804) 401-0502

Quote Date: 03/02/2020

Expiration Date: 05/31/2020

#	Product	Description	Qty	Sell Price	Total
20.0	11171-000050	Masimo™Rainbow™ DCIP Pediatric Reusable SpO2, SpCO, SpMet Sensor, 3 FT. For use with RC Patient Cable.	1	\$599.25	\$599.25

Equipment Total: \$95,528.35

Price Totals:

Grand Total: \$95,528.35

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



1317 North Road
Niles, OH 44446
(800) 392-7233
sales@pennicare.net

Quote

Agenda Item #6.

Bill To:
Madison County EMS
1449 North Main Street
Madison, VA 22727

Ship To:
Madison County EMS
1449 North Main Street
Madison, VA 22727

Quote #: 37029
PO:
Internet Order #:
Terms: Net 30
Quote Date: 1/24/2020

Code	Name	Price	Qty	Ext Price	Tax
09-0456Y	Backboard, Iron Duck Ultra Loc without Pins, Yellow	139.99	2	279.98	✓
12-434623	Stretcher, Aluminum Scoop	359.00	1	359.00	✓
12-5178OR	Stretcher, Reeves Style Flexible, Orange	309.00	1	309.00	
09-37615	Pediatric Restraint, Ferno Pedi-Mate Plus	299.95	1	299.95	✓
09-04585	Extrication Device, Ferno KED, Kendrick Extrication Device	128.95	1	128.95	✓
09-048615	Board Splints, Economy Padded 3" x 15"	3.25	2	6.50	✓
09-048654	Board Splints, Economy Padded 3" x 54"	6.50	2	13.00	✓
04-404050	Pulse Oximeter, Extension Cable, Masimo Compatible LNCS LNC-7 SpO2 Adapter Cable	95.75	1	95.75	
04-500035MHP	BP Cuff, Reusable, UltraCheck Nylon, Single Tube, Metal Bayonet (MHP), Adult (26-35 cm)	31.20	1	31.20	✓
04-500044MHP	BP Cuff, Reusable, UltraCheck Nylon, Single Tube, Metal Bayonet (MHP), Large Adult Long (35-44 cm)	41.99	1	41.99	✓
04-500020MHP	BP Cuff, Reusable, UltraCheck Nylon, Single Tube, Metal Bayonet (MHP), Child (13-20 cm)	23.99	1	23.99	✓
04-500014MHP	BP Cuff, Reusable, UltraCheck Nylon, Single Tube, Metal Bayonet (MHP), Infant (8-14 cm)	18.99	1	18.99	✓
04-500042MHP	BP Cuff, Reusable, UltraCheck Nylon, Single Tube, Metal Bayonet (MHP), Large Adult (32-42 cm)	37.99	1	37.99	
03-031917	Sensor, Masimo SET SpO2, Reusable, LNCS, Adult	139.99	1	139.99	✓

Quote Expires in 30 Days



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Terms: Net 30
Quote Date: 1/24/2020

Code	Name	Price	Qty	Ext Price	Tax
03-33260	Defibrillator Electrode, Adapter Philips to Physio Control, HeartStart FRx/FR2/FR2+ to Physio-Control LIFEPAK	29.99	1	29.99	✓
04-3740WM	Thermometer, SureTemp Plus 690/692 Wall Mount	39.00	1	39.00	
04-3665UN	Thermometer, SureTemp Plus 690 with Oral Probe Unit	299.00	1	299.00	✓
04-3741PC	Thermometer, SureTemp Probe Covers Box of 250	10.99	1	10.99	✓
04-06783B	BP Cuff, Mabis Medic Multicuff Kit of 3, Blue	125.00	1	125.00	✓
07-0240L	OB Kit, Sealed Sterile	6.29	2	12.58	✓
01-04255	Flowmeter, 0-15 LPM, Tube Style, Ohmeda Quick Connect	42.99	2	85.98	✓
01-470412	Suction Canister, Suction Canister Wall Mount & Ring Holder, Bemis (plastic)	7.49	1	7.49	
01-08790	Suction Catheter, Yankauer Bulb Tip with 72" Tubing	1.29	1	1.29	✓
01-35100	Suction Unit, Laerdal (LSU)	849.99	1	849.99	✓
01-09726	Suction Catheter, 6FR	0.19	2	0.38	✓
01-09728	Suction Catheter, 8FR	0.19	2	0.38	✓
01-097214	Suction Catheter, 14FR	0.19	2	0.38	✓
01-097218	Suction Catheter, 18FR	0.19	2	0.38	
14-4111RE	Bag, Stat Packs, G3 Responder, Red	256.99	1	256.99	✓

Quote Expires in 30 Days



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Madison, VA 22727

Quote #: 37029
PO:
Internet Order #:
Terms: Net 30
Quote Date: 1/24/2020

Code	Name	Price	Qty	Ext Price	Tax
12-1323B	Stairchair, Ferno 59-T EZ-Glide PowerTraxx, Blue with IV Pole, Lift Handles, 120V	6,200.00	1	6,200.00	✓
13-03079	Fire Extinguisher - 5lbs. ABC	42.99	2	85.98	✓
10-4439	Disinfectant, Epi-Clenz Aerosol Foam Hand Sanitizers, 8oz	4.89	1	4.89	
10-4438	Wall Bracket for the 8oz Epi-Clenz Foam	3.69	1	3.69	
14-4861RD	Bag, Stat Packs, G3 Medslinger, BBP Resistant Red	87.99	1	87.99	
05-5159YL	Safety Vest, Stat Packs Basic STATVEST, 5 Point Tear Away, ANSI Yellow	42.99	2	85.98	✓
05-0825GR	Triage Tape, Disaster Green	1.68	1	1.68	✓
05-0825YL	Triage Tape, Disaster Yellow	1.68	1	1.68	✓
05-0825RD	Triage Tape, Disaster Red	1.68	1	1.68	✓
05-0825BK	Triage Tape, Disaster Black	1.68	1	1.68	✓
05-470623	Triage, Triage tags-bg/50	57.99	1	57.99	✓
09-4608A	Dyna Med Hare Traction Splint Adult	349.00	1	349.00	
09-4608P	Dyna Med Hare Traction Splint Pediatric	349.00	1	349.00	
01-24190	Regulator, LSP Dial Style Selector valve, Barbed, 2-15 LPM	119.99	1	119.99	✓

Quote Expires in 30 Days



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1449 North Main Street
Madison, VA 22727

Quote #: 37029
PO:
Internet Order #:
Terms: Net 30
Quote Date: 1/24/2020

Code	Name	Price	Qty	Ext Price	Tax
Tracking #		Subtotal		\$10,857.33	
		Shipping			
		Total		\$10,857.33	
		Balance		\$10,857.33	



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract
No.:

AM10-18

Agenda Item #6.

Date
Prepared: 4/22/2020

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	Madison County Virginia EMS	Contractor:	Penn Care Inc / Braun Industries
Contact Person:	Noah Hillstrom	Prepared By:	Chance Kimble
Phone:	540-948-4813	Phone:	540-841-9603
Fax:	540-948-4821	Fax:	
Email:	nhillstrom@madisonco.virginia.gov	Email:	chance@penncare.net
Product Code:	BA03	Description:	== Express Plus 2020 Type I MOD 150" - 19.100 11/21/18 ==

A. Product Item Base Unit Price Per Contractor's H-GAC Contract: 172,170.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.

(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
20-10-0112 INBOARD ARM RESTS FOR ALUMINUM CON	248	30-25-0204 LIGHTS, RUNNING BOARD - WHELEN- (2 incl	238
20-20-0203 GRILLE GUARD - BLACK - RANCH HAND W/	1516	30-25-3112 LIGHTS, FRONT GRILLE - (4) WHELEN 500 ST	380
30-10-0073 CAMERA PATIENT AREA SINGLE SYSTEM -	596	30-25-4502 LIGHTS, FRONT MODULE TURN SIG - WHEL	278
30-10-0093 SHORELINE INDICATOR LIGHT- ALLIED VC	74	30-25-4900 LIGHT, OPTICOM, INFRARED PRIORITY CON	2218
30-10-0262 INVERTER, VANNER - 1050 WATT, #20-1050C	1543	30-26-5011 LIGHTS, REAR WINDOW-LEVEL - WHELEN (572
30-10-0402 LIGHTS, OSS COMPARTMENTS - LED ROPE	725	40-00-0082 SOUND DEADENING PACKAGE	490
30-10-0536 OUTLETS, 125VAC - SIX (6) INTERIOR DUPL	251	40-00-0083 UNDERCOATING SEAL	836
30-10-0562 OUTLETS, 12VDC - FIVE (5) INTERIOR POW	211	40-00-0085 COATING, CERAMIC THERMAL	296
30-10-0575 USB - DUAL PORT OUTLETS, THREE (3)	84	40-10-0030 'DOCK BUMPERS, REAR	199
30-10-0657 RADIO ANTENNA BASES - TWO (2)	65	40-10-0181 LICENSE PLATE HOLDER - CPI CAST RECES	121
30-10-0727 RECEPTACLE SHORELINE INLET-SUPER 20	286	Subtotal From Additional Sheet(s):	6477
30-10-0746 RUMBLER - FEDERAL SIGNAL SYSTEM / O	1042	Subtotal B:	18746

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.

(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
		Subtotal From Additional Sheet(s):	27985
		Subtotal C:	27985

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 15%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	218901	=	Subtotal D:	218901
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E. H-GAC Order Processing Charge (Amount Per Current Policy) Subtotal E:

F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
Ford Fleet Rebate	-4700	Ford Service plan	7895
Braun Discount	-9300	Ford Extended warranty	5950
		Subtotal F:	-155

Delivery Date: Dec-20 **G. Total Purchase Price (D+E+F):** 218746



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract
No.:

AM10-18

Agenda Item #6.

Date
Prepared:

This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	Madison County Virginia EMS	Contractor:	Penn Care Inc./ Braun
Contact Person:	Noah Hillstrom	Prepared By:	Chance Kimble
Phone:	540-948-4813	Phone:	540-841-9603
Fax:	540-948-4821	Fax:	
Email:	nhillstrom@madisonco.virginia.gov	Email:	chance@penncare.net
Product Code:		Description:	

A. Product Item Base Unit Price Per Contractor's H-GAC Contract:

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
41-01-0312 OUTSIDE STORAGE #1-O2 CYL. STORAGE W	2251		
41-02-0052 SHELF TRACK - EXPOSED - OSS #1	241		
41-02-0102 SHELF ONE (1) IN OSS #1	237		
43-05-0102 STAIR CHAIR POCKET ON DOOR OSS #3	215		
50-31-0018 CABINETS - RIGHT WALL, UPPER #2- #3 NO	785		
50-50-0104 ATTN SEAT - EVS HiBAC, INTEGRAL CHILD	440		
50-50-0121 ATTENDANT SEAT - CENTERED WITH COT	281		
50-60-0322 GLOVE DISPENSER - (3) BOX - ABOVE ENTR	248		
50-60-0326 'GLOVE DISPENSER - (3) BOX - STREETSIDE	239		
60-20-0303 CHEVRON STRIPING - PERIMETER - NO DOO	1540		
		Subtotal From Additional Sheet(s):	
		Subtotal B:	6477

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.

(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
		Subtotal From Additional Sheet(s):	
		Subtotal C:	0

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).

For this transaction the percentage is:

0%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:		X Subtotal of A + B + C:	6477	=	Subtotal D:	0
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E. H-GAC Order Processing Charge (Amount Per Current Policy)

Subtotal E:


F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
		Subtotal F:	0

Delivery Date:

G. Total Purchase Price (D+E+F):

78

		CONTRACT PRICING WORKSHEET (Unpublished Items Addendum) PAGE		Contract No.: AM10-18	Date Prepared: 4/22/2020
Buying Agency:	Madison County Virginia EMS		Contractor:	Penn Care Inc/ Braun Industries	
Contact Person:	Noah Hillstrom		Prepared By:	Chance Kimble	
Phone:	540-948-4813		Phone:	540-841-9603	
Fax:			Fax:		
Email:	nhillstrom@madison.co.virginia.gov		Email:	chance@penncare.net	
Product Code:	AM10-18	Description:			
C. Unpublished Options - Itemize below - Attach additional sheet if necessary (Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)					
Description		Cost	Description		Cost
20-20-0134 FLOOR CONSOLE - ANGLED FACE REMOVABLE		\$779	50-SP-0005 'LEFT WALL CABINET #5		\$374
20-SP-0001 'A BUG SHIELD IT TO BE/WILL HAVE GRAPHICS		\$354	60-SP-0001'GRAPHICS		\$6,090
30-06-0015 'VISTA IV ACP - PUSH BUTTON		\$137	SP-CS-0001'HEATER - 120V REAR OF ATTD SEAT		\$656
30-SP-0001 'TWO (2) WHELEN 600 REAR KICKPLATE		\$241	SP-CS-0002 'CURBSIDE STEP - COOLMATIC		\$2,244
30-SP-0002 'BRIGADE CAMERA SYSTEM		\$2,656	50-SP-0001'RIGHT WALL CABINET #1		\$709
38-01-0201 CUSTOMER SUPPLIED TECHNIMOUNT BRACKET		\$117			
40-SP-0002 ADD SECOND HIDDEN UNLOCK SWITCH IN REAR		\$192			
43-01-0311 'OUTSIDE STORAGE #3 - STREETSIDE REAR - TA		\$273			
46-01-0312 'OUTSIDE STORAGE #6 - CURBSIDE FORWARD		\$1,348			
50-01-0408 'LATCHES, CABINET, CN10 COMPLIANT AS APP		\$844			
50-10-0133 'CABINET - LEFT WALL, UPPER REAR #1-MODIF		\$90			
50-10-0515 CABINET - LEFT WALL, LOWER REAR #3 - INSID		\$90			
50-10-0529 'DRAWER - LEFT WALL, LOWER UNDER REAR A		\$180			
50-10-0616 'PRIMARY ACTION AREA-MODIFIED		\$90			
50-20-0139 'CABINET - FRONT WALL, UPPER #1		\$261			
50-41-0211'CONDENSER - MODULE FRONT, TOP CENTER M		\$2,768			
50-41-0213'HEAT/AC 110/12V SYSTEM		\$4,789			
50-50-0317 'CPR SEAT FIXED - EVS V4 HARNESS / CN8 COM		\$90			
50-50-0556 'SQUAD BENCH		\$515			
50-60-0257 'RELOCATED EXHAUST VENTILATOR, 3-SPEED		\$1,099			
50-60-0277 'TWO (2) ZICO QR-D-2 STORAGE BRACKET FOR		\$954			
50-60-0340 'RELOCATE GRAB RAIL, 1-1/4" DIAMETER, (96")		\$45			
		\$17,912.0			\$10,073.0
					\$27,985.0

CONTRACT ASSIGNMENT AND ASSUMPTION AGREEMENT

This Contract Assignment and Assumption Agreement is made by and between the **Houston-Galveston Area Council of Governments (H-GAC)**, **Braun Industries, Inc. (Contractor)** and **Penn Care, Inc (Assignee)**.

WHEREAS, **Contractor** entered into a cooperative purchasing Contract, identified as **AM10-18**, with **H-GAC** for the sale of **Ambulances, EMS & Other Special Service Vehicles** to various End User governmental agencies participating in **H-GAC's** Cooperative Purchasing Program; and

WHEREAS, **Contractor** assigns the performance of its obligations under the Contract to **Assignee** for cooperative purchasing business in specific areas (per attached Information Sheet); and

WHEREAS, **Assignee** shall perform as stipulated in the original Contract (a copy of which is attached hereto) and comply with all the terms and conditions set forth therein; and

WHEREAS, **Contractor** will continue as originally contracted with **H-GAC**; and

NOW THEREFORE, **Assignee** agrees to accept this assignment, and **H-GAC** concurs.

Unless otherwise noted, this Agreement goes into effect on the date signed by **H-GAC**. All other terms and conditions of the Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Contract Assignment and Assumption Agreement to be executed by their respective duly authorized representatives.

Signed for **Houston-Galveston Area Council**:

DocuSigned by:



82EC270D6D61423

Chuck Wemple, Executive Director

12/10/2018

Date

Signed for **Braun Industries, Inc.**
Van Wert, Ohio:



Date: 11/8/18

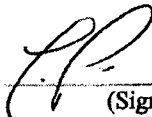
(Signature of Contractor)

CHAD BROWN VP SALES & MARKETING

Printed Name & Title

Signed for **Penn Care, Inc**

Niles, Ohio:



(Signature of Assignee)

Date: 11/8/18

Taylor Pease Director of Sales

Printed Name & Title

Information Sheet

Assignee:

Penn Care, Inc

Contact Person:

Name: Taylor Pease

TEL: 800-392-7233

FAX: 330-544-0022

EMAIL: taylor@penncare.net

Address:

1317 North Road
Niles, Ohio 44446

Territory:

Delaware

Indiana

Kentucky

Maryland

Ohio

Virginia

Washington D.C.

West Virginia

Western Pennsylvania

H-GAC

Houston-Galveston Area Council

P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Agenda Item #6.

Cooperative Agreement - Braun Industries, Inc. - Public Services -

18-00432

GENERAL PROVISIONS

This Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and Braun Industries, Inc., hereinafter referred to as the Contractor, having its principal place of business at 1170 Production Drive, Van Wert, OH 45891.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Agreement and bind the Contractor to the terms of this Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Agreement in accordance with all applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: INDEPENDENT CONTRACTOR

The execution of this Agreement and the rendering of services prescribed by this Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Agreement or act of H-GAC in performance of the Agreement shall be construed as making the Contractor the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of the Contractor are subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 4: WHOLE AGREEMENT

The General Provisions, Special Provisions, and Attachments, as provided herein, constitute the complete Agreement ("Agreement") between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

ARTICLE 5: SCOPE OF SERVICES

The services to be performed by the Contractor are outlined in an Attachment to this Agreement.

ARTICLE 6: PERFORMANCE PERIOD

This Agreement shall be performed during the period which begins Oct 01 2018 and ends Sep 30 2020. All services under this Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 15, which shall be fully executed by both parties to this Agreement.

ARTICLE 7: PAYMENT OR FUNDING

Payment provisions under this Agreement are outlined in the Special Provisions.

ARTICLE 8: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may terminate this agreement with notice as identified in Article 16 of these General Provisions. H-GAC has final determination of the adequacy of performance and reporting by Contractor. Termination of this agreement for failure to perform may affect Contractor's ability to participate in future opportunities with H-GAC. The Contractor's failure to timely submit any report may also be considered cause for termination of this Agreement.

Any additional reporting requirements shall be set forth in the Special Provisions of this Agreement.

ARTICLE 9: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Agreement as outlined and defined in the attached Special Provisions.

ARTICLE 10: SUBCONTRACTS and ASSIGNMENTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Agreement or any right, title, obligation or interest it may have therein to any third party without prior written approval of H-GAC. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 11: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be conducted in accordance with applicable professional standards and practices. The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for any findings that result in monetary obligations to H-GAC.

ARTICLE 12: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's costs and documentation of items which are chargeable to H-GAC under this Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those records on or

off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Agreement. The records to be thus maintained and retained by the Contractor shall include (without limitation): (1) personnel and payroll records, including social security numbers and labor classifications, accounting for total time distribution of the Contractor's employees working full or part time on the work, as well as cancelled payroll checks, signed receipts for payroll payments in cash, or other evidence of disbursement of payroll payments; (2) invoices for purchases, receiving and issuing documents, and all other unit inventory records for the Contractor's stocks or capital items; and (3) paid invoices and cancelled checks for materials purchased and for subcontractors' and any other third parties' charges.

The Contractor further agrees that the examination of records outlined in this article shall be included in all subcontractor or third-party agreements.

ARTICLE 13: RETENTION OF RECORDS

The Contractor and its subcontractors shall maintain all records pertinent to this Agreement, and all other financial, statistical, property, participant records, and supporting documentation for a period of no less than seven (7) years from the later of the date of acceptance of the final payment or until all audit findings have been resolved. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

ARTICLE 14: CHANGES AND AMENDMENTS

- A. Any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in federal or state law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.
- B. To ensure the legal and effective performance of this Agreement, both parties agree that any amendment that affects the performance under this Agreement must be mutually agreed upon and that all such amendments must be in writing. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such amendments shall have the effect of qualifying the terms of this Agreement and shall be binding upon the parties as if written herein.

ARTICLE 15: TERMINATION PROCEDURES

The Contractor acknowledges that this Agreement may be terminated for Convenience or Default.

- A. *Convenience*
H-GAC may terminate this Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

- B. *Default*

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Agreement, in any one of the following circumstances:

- (1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or
- (2) If the Contractor fails to perform any of the other provisions of this Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Agreements that completion of services herein specified within the Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period often (10) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

ARTICLE 16: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 17: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 18: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Agreement, shall participate in any decision relating to this Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Agreement.

ARTICLE 19: FEDERAL COMPLIANCE

Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. Additionally, for work to be performed under the Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s)

applicable to any Federal funding for this Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. §7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. §1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CFR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332), as set forth in Department of Labor Regulations at 20 CFR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 20: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any accident or incident requiring medical attention arising from its activities under this Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Agreement or which would adversely affect the Contractor's ability to perform services under this Agreement.

ARTICLE 21: INDEMNIFICATION AND RECOVERY

H-GAC's liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgments, and liens arising as a result of Contractor's negligent act or omission under this Agreement. Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against Contractor relating to this Agreement.

ARTICLE 22: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the Contractor and an END USER, Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC, is limited to the price of the particular products/services sold hereunder, and Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will Contractor be liable for any loss of use, loss of time, inconvenience, commercial loss, loss of profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor understands and agrees that it shall be liable to repay and shall repay upon demand to

END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Agreement.

ARTICLE 23: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Agreement.

ARTICLE 24: JOINT WORK PRODUCT

This Agreement is the joint work product of H-GAC and the Contractor. This Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 25: DISPUTES

All disputes concerning questions of fact or of law arising under this Agreement, which are not addressed within the Whole Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Agreement and in accordance with H- GAC's final decision.

ARTICLE 26: CHOICE OF LAW: VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Agreement shall lie exclusively in Harris County, Texas. Disputes between END USER and Contractor are to be resolved in accordance with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.

ARTICLE 27: ORDER OF PRIORITY

In the case of any conflict between or within this Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and, 4) Other Attachments.

SIGNATURES:

H-GAC and the Contractor have read, agreed, and executed the whole Agreement as of the date first written above, as accepted by:

Braun Industries, Inc.

Signature 
486F6E5B615D4FC...
Name Chad Brown
Title VP of Sales & Marketing
Date 9/4/2018

H-GAC
DocuSigned by:

Signature 82EC270D5D61423...
Name Chuck Wemple
Title Executive Director
Date 9/4/2018

H-GAC

Agenda Item #6.

Houston-Galveston Area Council

P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Cooperative Agreement - Braun Industries, Inc. - Public Services -

18-00432

SPECIAL PROVISIONS

Incorporated by attachment, as part of the whole agreement, H-GAC and the Contractor do, hereby agree to the Special Provisions as follows:

ARTICLE 1: BIDS/PROPOSALS INCORPORATED

In addition to the whole Agreement, the following documents listed in order of priority are incorporated into the Agreement by reference: Bid/Proposal Specifications and Contractor's Response to the Bid/Proposal.

ARTICLE 2: END USER AGREEMENTS ("EUA")

H-GAC acknowledges that the **END USER** may choose to enter into an End User Agreement ("EUA") with the **Contractor** through this Agreement, and that the term of the EUA may exceed the term of the current **H-GAC** Agreement. **H-GAC's** acknowledgement is not an endorsement or approval of the End User Agreement's terms and conditions. **Contractor** agrees not to offer, agree to or accept from the **END USER**, any terms or conditions that conflict with those in **Contractor's** Agreement with **H-GAC**. Contractor affirms that termination of its Agreement with H-GAC for any reason shall not result in the termination of any underlying EUA, which shall in each instance, continue pursuant to the EUA's stated terms and duration. Pursuant to the terms of this Agreement, termination of this Agreement will disallow the **Contractor** from entering into any new EUA with **END USERS**. Applicable **H-GAC** order processing charges will be due and payable to **H-GAC** on any EUAs, surviving termination of this Agreement between **H-GAC** and **Contractor**.

ARTICLE 3: MOST FAVORED CUSTOMER CLAUSE

Contractor shall provide its most favorable pricing and terms to H-GAC. If at any time during this Agreement, Contractor develops a regularly followed standard procedure of entering into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to **H-GAC** on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to **H-GAC**, **Contractor** shall notify **H-GAC** within ten (10) business days thereafter, and this Agreement shall be deemed to be automatically retroactively amended, to the effective date of Contractor's most favorable past agreement with another entity. **Contractor** shall provide the same prices, warranties, benefits, or terms to **H-GAC** and its **END USER** as provided in its most favorable past agreement. **H-GAC** shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If **Contractor** claims that a more favorable price, warranty, benefit, or term that was charged or offered to another entity during the term of this Agreement, does not constitute more favorable treatment, than **Contractor** shall, within ten (10) business days, notify **H-GAC** in writing, setting forth the detailed reasons **Contractor** believes the aforesaid offer is not in fact most favored treatment. **H-GAC**, after due consideration of Contractor's written explanation, may decline to accept such explanation and thereupon this Agreement between **H-GAC** and **Contractor** shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties,

benefits, or terms to H-GAC and the END USER.

EXCEPTION: *This clause shall not be applicable to prices and price adjustments offered by a bidder, Proposer or contractor, which are not within bidder's/proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.*

ARTICLE 4: PARTY LIABILITY

Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to the price of the particular products/services sold hereunder. Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. Contractor accepts liability to repay, and shall repay upon demand to END USER, any amounts determined by H-GAC, its independent auditors, or any state or federal agency, to have been paid in violation of the terms of this Agreement.

ARTICLE 5: GOVERNING LAW & VENUE

Contractor and H-GAC agree that Contractor will make every reasonable effort to resolve disputes the **END USER** in accord with the law and venue rules of the state of purchase. **Contractor** shall immediately notify **H-GAC** of such disputes.

ARTICLE 6: SALES AND ORDER PROCESSING CHARGE

Contractor shall sell its products to **END USERS** based on the pricing and terms of this Agreement. **H-GAC** will invoice **Contractor** for the applicable order processing charge when H-GAC receives notification of an END USER order. **Contractor shall remit to H-GAC** the full amount of the applicable order processing charge, after delivery of any product or service and subsequent END USER acceptance. Payment of the Order Processing Charge shall be remitted from Contractor to H-GAC, within thirty (30) calendar days or ten (10) business days after receipt of an END USER's payment, whichever comes first, notwithstanding Contractor's receipt of invoice. For sales made by **Contractor** based on this Agreement, including sales to entities without Interlocal Agreements, **Contractor** shall pay the applicable order processing charges to **H-GAC**. Further, **Contractor** agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an **H-GAC** Interlocal Agreement. **H-GAC** reserves the right to take appropriate actions including, but not limited to, Agreement termination if **Contractor** fails to promptly remit the appropriate order processing charge to H-GAC. In no event shall **H-GAC** have any liability to **Contractor** for any goods or services an **END USER** procures from **Contractor**. At all times, **Contractor** shall remain liable to pay to **H-GAC** any order processing charges on any portion of the Agreement actually performed, and for which compensation was received by **Contractor**.

ARTICLE 7: LIQUIDATED DAMAGES

Contractor and H-GAC agree that Contractor shall cooperate with the END USER at the time an END USER purchase order is placed, to determine terms for any liquidated damages.

ARTICLE 8: INSURANCE

Unless otherwise stipulated in Section B of the Bid/Proposal Specifications, **Contractor** must have the following insurance and coverage minimums:

- a. **General liability** insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General

Aggregate limit of at least two times the Single Occurrence limit.

Product liability insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General Aggregate limit of at least two times the Single Occurrence limit for all Products except Automotive Fire Apparatus. For Automotive Fire Apparatus, see Section B of the Bid/Proposal Specifications.

Property Damage or Destruction insurance is required for coverage of **End User** owned equipment while in **Contractor's** possession, custody or control. The minimum Single Occurrence limit is \$500,000.00 and the General Aggregate limit must be at least two times the Single Occurrence limit. This insurance may be carried in several ways, e.g. under an Inland Marine policy, as part of Automobile coverage, or under a Garage Keepers policy. In any event, this coverage must be specifically and clearly listed on insurance certificate(s) submitted to **H-GAC**.

- b. Insurance coverage shall be in effect for the length of any contract made pursuant to the Bid/Proposal, and for any extensions thereof, plus the number of days/months required to *deliver* any outstanding order after the close of the contract period.
- c. Original Insurance Certificates must be furnished to **H-GAC** on request, showing **Contractor** as the insured and showing coverage and limits for the insurances listed above.
- d. If any Product(s) or Service(s) will be provided by parties other than **Contractor**, all such parties are required to carry the minimum insurance coverages specified herein, and if requested by **H-GAC**, a separate insurance certificate must be submitted for each such party.
- e. **H-GAC** reserves the right to contact insurance underwriters to confirm policy and certificate issuance and document accuracy.

ARTICLE 9: PERFORMANCE AND PAYMENT BONDS FOR INDIVIDUAL ORDERS

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB); therefore, Contractor shall offer pricing that reflects this cost savings. **Contractor** shall remain prepared to offer a PPB to cover any order if so requested by the **END USER**. **Contractor** shall quote a price to **END USER** for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of **END USER's** purchase order.

ARTICLE 10: CHANGE OF STATUS

Contractor shall immediately notify **H-GAC**, in writing, of **ANY** change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name. Contractor shall offer written guidance to advise H-GAC if this Agreement shall be affected in any way by such change. **H-GAC** shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Agreement.

ARTICLE 11: TEXAS MOTOR VEHICLE BOARD LICENSING

All that deal in motor vehicles shall maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Agreement term, any required **Contractor** license is denied, revoked, or not renewed, **Contractor** shall be in default of this Agreement, unless the Texas Motor Vehicle

Agenda Item #6.

Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to **H-GAC** upon request.

Attachment A
Braun Industries, Inc.
Ambulances, EMS & Other Special Service Vehicles
Contract No.: AM10-18

B. Braun		
** These Vehicles Can Only Be Sold In States Outside Texas **		
A. Ambulance		
A. Ambulance		
AM18BA01	Express Plus Type I: Ford F-350 4x2 / 169" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 151,204.00
AM18BA02	Express Plus Type I: Ford F-450 4x2 / 169" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 162,283.00
AM18BA03	Express Plus Type I: Ford F-450 4x4 / 169" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 164,981.00
AM18BA04	Express Plus Type I: Dodge Ram R-4500 4x2 / 168.5" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 158,889.00
AM18BA05	Express Plus Type I: Dodge Ram R-4500 4x4 / 168.5" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 162,461.00
AM18BA06	Express Type III: Ford E-350 4x2 / 138" Wheelbase / 68" Headroom / 144"L Full Seam Welded Module - Sliding Side Door / Gas	\$ 120,164.00
AM18BA07	Express Type III: Chevy G-3500 4x2 / 139" Wheelbase / 68" Headroom / 144"L Full Seam Welded Module - Sliding Side Door / Gas	\$ 117,381.00
AM18BA08	Signature Series Type I: Ford F-350 4x2 / 169" Wheelbase / 68" Headroom / 150" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 155,662.00
AM18BA09	Signature Series Type I: Ford F-350 4x4 / 169" Wheelbase / 68" Headroom / 150" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 158,869.00
AM18BA10	Signature Series Type III: Ford E-350 4x2 / 138" Wheelbase / 68" Headroom / 150" L Full Seam Welded Module - Sliding Door / Gas	\$ 135,724.00
AM18BA11	Signature Series Type III: Chevy G-3500 4x2 / 139" Wheelbase / 68" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Gas	\$ 131,972.00
AM18BA12	Liberty Type I: Ford F-450 4x2 / 169" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 176,171.00

AM18BA13	Liberty Type I: Ford F-450 4x4 / 169" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 178,859.00
AM18BA14	Liberty Type I: Dodge Ram R-4500 4x2 / 168.5" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 172,255.00
AM18BA15	Liberty Type I: Dodge Ram R-4500 4x4 / 168.5" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module / Sliding Side Door / Diesel	\$ 175,827.00
AM18BA16	Chief XL Type I: Ford F-450 4x2 / 193" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 190,844.00
AM18BA17	Chief XL Type I: Ford F-450 4x4 / 193" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 193,542.00
AM18BA18	Chief XL Type I: Ford F-550 4x2 / 193" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 191,805.00
AM18BA19	Chief XL Type I: Ford F-550 4x4 / 193" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 195,489.00
AM18BA20	Chief XL Type I: Dodge Ram R-4500 4x2 / 192.5" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 186,507.00
AM18BA21	Chief XL Type I: Dodge Ram R-5500 4x2 / 192.5" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 186,758.00
AM18BA22	Chief XL Type I: Dodge Ram R-5500 4x4 / 192.5" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 190,330.00
AM18BA23	Chief XL Type III: Ford E-450 4x2 / 158" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Gas	\$ 161,921.00
AM18BA24	Chief XL Type III: Chevy G-4500 / 159" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Gas	\$ 156,869.00
AM18BA25	Super Chief Type I: Ford F-650 4x2 / 182" Wheelbase / 73" Headroom / 170" Full Seam Welded Module - Sliding Side Door / Diesel	\$ 210,482.00
AM18BA26	Super Chief Type I: International MV607 4x2 / 175" Wheelbase / 73" Headroom / 170" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 223,595.00
AM18BA27	Super Chief Type I: Freightliner M2 4x2 / 174" Wheelbase / 73" Headroom / 170" L Full Seam Welded Module - Sliding Side Door / Diesel	\$ 222,063.00
E. Remounts (See Section B, p. 8 Items for specifics regarding "Remount" pricing)		

AM18BE01	Remount on Chassis Value Package - Chief/Chief XL Ford E450 Gas Chassis Type III	\$ 85,938.00
AM18BE02	Remount on Chassis Value Package - Chief/Chief XL Ford F450 Diesel Chassis Type I	\$ 110,692.00
AM18BE03	Remount on Chassis Value Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III	\$ 80,906.00
AM18BE04	Remount on Chassis Select Package - Chief/Chief XL Ford E450 Gas Chassis Type III	\$ 96,609.00
AM18BE05	Remount on Chassis Select Package - Chief/Chief XL Ford F450 Diesel Chassis Type I	\$ 121,363.00
AM18BE06	Remount on Chassis Select Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III	\$ 91,577.00
AM18BE07	Remount on Chassis Prestige Package - Chief/Chief XL Ford F450 Gas Chassis Type III	\$ 110,117.00
AM18BE08	Remount on Chassis Prestige Package - Chief/Chief XL Ford F450 Diesel Chassis Type I	\$ 134,871.00
AM18BE09	Remount on Chassis Prestige Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III	\$ 105,085.00
AM18BE10	Remount on Chassis Value Package - Express Module Ford E350 Gas Chassis Type III	\$ 82,331.00
AM18BE11	Remount on Chassis Value Package - Express Module Ford F350 Diesel Chassis Type I	\$ 106,317.00
AM18BE12	Remount on Chassis Value Package - Express Module Chevy G3500 Gas Chassis Type III	\$ 78,109.00
AM18BE13	Remount on Chassis Select Package - Express Module Ford E350 Gas Chassis Type III	\$ 93,002.00
AM18BE14	Remount on Chassis Select Package - Express Module Ford F350 Diesel Chassis Type I	\$ 116,988.00
AM18BE15	Remount on Chassis Select Package - Express Module Chevy G3500 Gas Chassis Type III	\$ 88,780.00
AM18BE16	Remount on Chassis Prestige Package - Express Module Ford E350 Gas Chassis Type III	\$ 106,510.00
AM18BE17	Remount on Chassis Prestige Package - Express Module Ford F350 Diesel Chassis Type I	\$ 130,496.00
AM18BE18	Remount on Chassis Prestige Package - Express Module Chevy G3500 Gas Chassis Type III	\$ 102,288.00
AM18BE19	Remount on Chassis Value Package - Raider Module Ford E450 Gas Chassis Type III	\$ 85,831.00
AM18BE20	Remount on Chassis Value Package - Raider Module Ford F450 Diesel Chassis Type I	\$ 111,317.00
AM18BE21	Remount on Chassis Value Package - Raider Module Chevy G3500 Gas Chassis Type III	\$ 78,109.00
AM18BE22	Remount on Chassis Select Package - Raider Module Ford E350 Gas Chassis Type III	\$ 96,502.00
AM18BE23	Remount on Chassis Select Package - Raider Module Ford F450 Diesel Chassis Type I	\$ 121,988.00

Agenda Item #6.

AM18BE24	Remount on Chassis Select Package - Raider Module Chevy G3500 Gas Chassis Type III	\$ 88,780.00
AM18BE25	Remount on Chassis Prestige Package - Raider Module Ford E350 Gas Chassis Type III	\$ 110,010.00
AM18BE26	Remount on Chassis Prestige Package - Raider Module Ford F450 Diesel Chassis Type I	\$ 135,496.00
AM18BE27	Remount on Chassis Prestige Package - Raider Module Chevy G3500 Gas Chassis Type III	\$ 102,288.00

MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #7.

MEETING DATE: April 28, 2020

AGENDA TITLE: Floodplain Ordinance Update and Map Adoption

INDICATED MOTION(s): N/A

STAFF LEAD: Director of Planning, Zoning and Permitting Webb

TIMING: On February 5, 2018 representatives from FEMA and the Department of Conservation and Recreation gave a presentation to County officials on the process of updating County floodplain maps. Since then there has been an extended process on the map update, and on April 15, 2020 materials outlining a September 18, 2020 effective date for that map were received. It appears that the state expects the County to adopt and updated flood plain ordinance and the new map by that date.

DISCUSSION There is little flexibility on the map. The map includes many new parcels of property that are not identified as being in the "hazard" areas on the current maps. At any rate, many notifications will need to be sent out to support what would technically be a rezoning for many parcels of land as well as a code amendment. In other words, this will probably be processed under the Planning Commission/Board of Supervisors hearing procedure.

If this is not processed, access by Madison County property owners to flood insurance may be put at risk.

FISCAL IMPACT: Mailing and printing costs for the notices will be significant. There will also be ordinance book updates and map amendments (perhaps both digital and paper) to process.

RECOMMENDATION: Hear the report on the timetable and options available to the County and advise staff accordingly

ENCLOSURES:

- Recent DCR and FEMA correspondence
- The current Floodplain Ordinance is in Article 11 of the Zoning Ordinance.

From: Kristin Owen <kristin.owen@dcr.virginia.gov>
Sent: Wednesday, April 15, 2020 3:47 PM
To: Jamie Wilks <jwilks@madisonco.virginia.gov>
Cc: Ligon Webb <lwebb@madisonco.virginia.gov>; Jack Hobbs <jhobbs@madisonco.virginia.gov>; Angela Davis <angela.davis@dcr.virginia.gov>
Subject: Madison County - LFD and Floodplain Map Updates

Hi Jamie,

As we just discussed on the phone, attached is a copy of the county's LFD. I have also copied the floodplain administrator to this email, as he is ultimately responsible for ensuring the county meets the NFIP requirements and must be involved in this process.

The county is required to amend their floodplain ordinance to adopt the new maps. DCR must do a review of the draft ordinance to confirm it is compliant prior to the county scheduling your public hearing(s) to adopt the amendment. After the ordinance is adopted, the county must send the final, signed version back to DCR for another review, after which we will send it to FEMA for their review/approval. All of this must be completed by your new map effective date of September 18, 2020.

In order to ensure there is enough time to complete this process, DCR needs your final draft ordinance no later than May 1, so we can have the review back to you by mid-May, giving you time to make any necessary revisions by the beginning of June and still have time for a final review of the draft revisions, if needed. This would allow you to notice for your first public hearing in mid-late June, for a meeting in July, with your second public hearing in August.

We will need your final, adopted version by late August at the latest to have time to review and submit to FEMA. They generally need about 2 weeks to do their review and update their systems to ensure the county is not suspended from the program. We need to get them your final adopted ordinance by the first week of September.

At this time, COVID-19 should not impact your ability to hold public hearings. If the stay at home order is extended, we will need to have a discussion about virtual meetings. However, we do not need to worry about this yet as it is not currently a problem.

In terms of the specific requirements you had questions about, please see my comments below.

- Coastal zones - these can be deleted from your ordinance as you do not have them and will likely never have them
- Floodways - you must keep this language for compliance even if you don't have any mapped because there is language in 44 CFR related to enforcing the standards for best available data, which includes floodways
- AO or AH zones - you can delete this language if you don't have these zones, but if someone were to do a LOMR that created these zones, you'd have to do another ordinance amendment to adopt the language to avoid suspension. Having this language in the ordinance doesn't change anything with the flood zones you have, so I'd recommend keeping them in the ordinance just so you don't have to worry about doing an amendment if a LOMR ever did create them. This is a county decision though.

- Accessory Structures/Ag Structures - We are not recommending that anyone adopt wet floodproofing language, and you cannot adopt this language without prior approval by FEMA. Guidance on this approval process has not been provided by FEMA, and there is also language in the building code that may conflict. We are working to get additional information on this. If the county already has wet floodproofing language in the ordinance, it needs to be removed.
- Definitions - there are several definitions that should be included in the ordinance that are not on the checklist. It is not a complete list. I recommend looking at the model ordinance, 44 CFR 59.1, and FEMA's NFIP Definitions website for additional definitions.
 - The four definitions related to manufactured home parks are not required if you treat all manufactured homes the same as any other new construction/substantial improvement. I believe the county's ordinance already treats manufactured homes in this way.

Please let me know if you have any questions.

Thanks,
Kristin

--

Kristin Owen, AICP, CFM

Acting NFIP Coordinator

CRS Coordinator | Virginia Silver Jackets Co-Chair

Virginia Department of Conservation & Recreation

600 East Main St., 24th Floor

Richmond, VA 23219

Office: 804-786-2886 | Cell: 804-971-3392

kristin.owen@dcr.virginia.gov

www.dcr.virginia.gov/floods



Federal Emergency Management Agency

Washington, D.C. 20472

March 18, 2020

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
115-I

The Honorable R. Clay Jackson
Chairman, Madison County Board of
Supervisors
P.O. Box 705
Madison, Virginia 22727

Community Name: Madison County,
Virginia
(Unincorporated Areas)
Community No.: 510094
Map Panels Affected: See FIRM Index

Dear Mr. Jackson:

On June 13, 2019, you were notified of proposed modified flood hazard determinations affecting the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Madison County, Virginia and Incorporated Areas. The statutory 90-day appeal period that was initiated on June 27, 2019, when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of the proposed flood hazard determinations for your community in *The Madison Eagle*, has elapsed. The flood hazard determinations for your community may include the addition of and/or modifications to Base Flood Elevations, base flood depths, Special Flood Hazard Areas (SFHAs), zone designations, and regulatory floodways. SFHAs are the areas subject to inundation by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

FEMA did not receive any appeals of the proposed flood hazard determinations. Any comments and concerns about the FIRM and FIS report submitted to FEMA have been addressed and resolved. Therefore, the determination of the Agency as to the flood hazard information for your community is considered final. FEMA will publish a notice of final flood hazard determinations in the *Federal Register* as soon as possible. The FIRM for your community will become effective as of September 18, 2020, and will revise the FIRM and FIS report that were in effect prior to that date. For insurance rating purposes, the community number and new suffix code for the panels being revised are indicated on the maps and must be used for all new policies and renewals. Final printed copies of the report and maps will be mailed to you before the effective date.

The modifications are pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) and are in accordance with the National Flood Insurance Act of 1968, as amended (Title XIII of the Housing and Urban Development Act of 1968, Public Law 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65. Because of the modifications to the FIRM and FIS report for your community made by this map revision, certain additional requirements must be met under Section 1361 of the 1968 Act, as amended, within 6 months from the date of this letter. Prior to September 18, 2020, your community is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt or show evidence of adoption of floodplain management regulations that meet the standards of Paragraph 60.3(c) of the NFIP regulations. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

It must be emphasized that all the standards specified in Paragraph 60.3(c) of the NFIP regulations must be enacted in a legally enforceable document. This includes the adoption of the effective FIRM and FIS report to which the regulations apply and the modifications made by this map revision. Some of the standards should already have been enacted by your community. Any additional requirements can be met by taking one of the following actions:

1. Amending existing regulations to incorporate any additional requirements of Paragraph 60.3(c);
2. Adopting all the standards of Paragraph 60.3(c) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of Paragraph 60.3(c).

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the 1973 Act as amended.

A Consultation Coordination Officer (CCO) has been designated to assist your community with any difficulties you may be encountering in enacting the floodplain management regulations. The CCO will be the primary liaison between your community and FEMA. For information about your CCO, please contact:

Mr. Zane Hadzick
Mitigation Planning Specialist
FEMA, Region III
615 Chestnut Street
One Independence Mall, 6th Floor
Philadelphia, Pennsylvania 19106-4404
(215) 931-5615
zane.hadzick@fema.dhs.gov

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment [LOMAs], Letters of Map Revision [LOMRs]) that will be superseded when the revised FIRM panels become effective. Information on LOMCs is presented in four categories: (1) LOMCs that have been included on the revised FIRM panels; (2) LOMCs that have not been shown on the revised FIRM panels because of scale limitations or because the LOMC that was issued had determined that the lots or structures involved were outside the SFHA shown on the FIRM; (3) LOMCs that have not been included on the revised FIRM panels because they are being superseded by new detailed flood hazard data; and (4) LOMCs that will be re-determined. The LOMCs in Category 2 of this form are revalidated through a single letter that reaffirms the validity of a previously issued LOMC. LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures have changed (Category 4) cannot be revalidated through this administrative process. However, we will review the data which were previously submitted as part of the original LOMA or LOMR request and issue a new determination for the subject properties after the FIRM effective date.

The FIRM panels have been computer-generated. Once the FIRM and FIS report are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided to your community for use in a computer mapping system. These files can be used in conjunction with other thematic data for floodplain management purposes, insurance purchase and rating requirements, and many other planning applications. Copies of the digital files or paper copies of the FIRM panels may be obtained by calling our

FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP). In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

Please submit your existing or draft ordinance to the Office of the State NFIP Coordinator within one month to the attention of Ms. Kristin Owen. Ms. Owen will review the ordinance, work with your community to develop a compliant ordinance, and submit the compliant ordinance to FEMA Region III for approval. Once you have received feedback and adopt the ordinance, you should also mail a complete, signed official copy of the adopted ordinance to the office before the effective date. Email submissions are preferred, though full contact information follows:

Kristin Owen, AICP, CFM (acting)
Virginia Department of Conservation and Recreation
Division of Dam Safety and Floodplain Management
600 East Main Street, 24th Floor
Richmond, Virginia 23219
Phone: (804) 786-2886
kristin.owen@dcr.virginia.gov

The FEMA Region III staff is also available to assist you with your floodplain management measures and may be contacted by telephone at (215) 931-5512. If you have any questions concerning mapping issues in general, please call our FMIX at the toll free number provided above. Additional information and resources your community may find helpful regarding the NFIP and floodplain management, such as *The National Flood Insurance Program Code of Federal Regulations*, *Answers to Questions About the National Flood Insurance Program*, *Frequently Asked Questions Regarding the Effect that Revised Flood Hazards have on Existing Structures*, *Use of Flood Insurance Study (FIS) Data as Available Data*, and *National Flood Insurance Program Elevation Certificate and Instructions*, can be found on our website at <https://www.fema.gov/letter-final-determination>. Paper copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis Rodriguez, P.E., Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

Enclosure:
Final SOMA

cc: Community Map Repository
Mr. Ligon Webb, Planning and Zoning Director, Madison County
Mr. Jack Hobbs, County Administrator, Madison County

FINAL SUMMARY OF MAP ACTIONS

Community: MADISON COUNTY

Community No: 510094

To assist your community in maintaining the Flood Insurance Rate Map (FIRM), we have summarized below the effects of the enclosed revised FIRM panels(s) on previously issued Letter of Map Change (LOMC) actions (i.e., Letters of Map Revision (LOMRs), Letter of Map Revision based on Fill (LOMR-Fs), and Letters of Map Amendment (LOMAs)) that will be affected when the revised FIRM becomes effective on September 18, 2020.

1. LOMCs Incorporated

The modifications effected by the LOMCs listed below will be reflected on the revised FIRM. In addition, these LOMCs will remain in effect until the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

2. LOMCs Not Incorporated

The modifications effected by the LOMCs listed below will not be reflected on the revised FIRM panels or will not be reflected on the revised FIRM panels because of scale limitations or because the LOMC issued had determined that the lot(s) or structure(s) involved were outside the Special Flood Hazard Area, as shown on the FIRM. These LOMCs will remain in effect until the revised FIRM becomes effective. These LOMCs will be revalidated free of charge 1 day after the revised FIRM becomes effective through a single revalidation letter that reaffirms the validity of the previous LOMCs.

2A. LOMCs on Revised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
LOMA	10-03-1349A	07/27/2010	LOT 2, PETER J. WILLIAMS JR., ET UX, PROPERTY -- 2138 JACKS SHOP ROAD	51113C0250C	51113C0250D

2B. LOMCs on Unrevised Panels

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

FINAL SUMMARY OF MAP ACTIONS

Community: MADISON COUNTY

Community No: 510094

3. LOMCs Superseded

The modifications effected by the LOMCs listed below have not been reflected on the Final revised FIRM panels because they are being superseded by new or revised flood hazard information or the information available was not sufficient to make a determination . The reason each is being superseded is noted below. These LOMCs will no longer be in effect when the revised FIRM becomes effective.

LOMC	Case No.	Date Issued	Project Identifier	Reason Determination Will be Superseded
			NO CASES RECORDED	

1. Insufficient information available to make a determination.
2. Lowest Adjacent Grade and Lowest Finished Floor are below the proposed Base Flood Elevation.
3. Lowest Ground Elevation is below the proposed Base Flood Elevation.
4. Revised hydrologic and hydraulic analyses.
5. Revised topographic information.
6. Superseded by another LOMC.

4. LOMCs To Be Redetermined

The LOMCs in Category 2 above will be revalidated through a single revalidation letter that reaffirms the validity of the determination in the previously issued LOMC . For LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures is no longer valid, the LOMC cannot be revalidated through this administrative process. Therefore, we will review the data previously submitted for the LOMC requests listed below and if appropriate issue a new determination for the affected properties after the effective date of the revised FIRM.

LOMC	Case No.	Date Issued	Project Identifier	Original Panel	Current Panel
			NO CASES RECORDED		

From: Jamie Wilks <jwilks@madisonco.virginia.gov>
Sent: Monday, April 27, 2020 9:28 AM
To: Jack Hobbs <jhobbs@madisonco.virginia.gov>; Ligon Webb <lwebb@madisonco.virginia.gov>;
sdgregg@sdgregglaw.com
Subject: Floodplain Management Ordinance

All

We are nearing the end of our FEMA Flood Map update. We have received our Letter of Final Determination (LFD), our Flood Insurance Rate Maps (FIRMs) and our Flood Insurance Study (FIS).

The last step in the process is a review and mandatory update of our current Floodplain Management Ordinance.

I have been in contact with FEMA and the State of Virginia (Department of Conservation and Recreation, DCR, Floodplain Management Division).

I have also reviewed our current Floodplain Management Ordinance.

I believe our current Floodplain Management Ordinance is acceptable and meets FEMA NFIP requirements; only a few updates or modification are required.

I have attached a copy of the current Ordinance, with the proposed changes highlighted in red.

The following is a list of proposed changes to the Ordinance:

1. The date of the new FIRMs & FIS must be updated to reflect the new data.
2. The definition for an accessory or appurtenant structure has been changed to match the exact wordage in 44CFR59.1; the federal definition. Our current Ordinance limits accessory structures to 200 square feet.
3. Per NFIP requirements, all development within a flood zone must be permitted. Our Ordinance currently requires a Zoning Permit to meet this requirement. This means certain uses, activities and work that are normally exempt from permitting and the associated fees, must obtain a Zoning Permit (which has a fee associated with it). I am proposing the use of a "Flood Zone Development Permit". I have attached a copy here as well. This Flood Zone Development Permit meets the NFIP requirement, does not require an additional fee, unless you choose to impose one. In addition, I used this type of document in my previous locality; both FEMA and DCR were very pleased with it and even recommended it to other jurisdictions.

4. A few minor syntax or grammatical changes are proposed as well, and shown in red.

Note: currently our Ordinance does not have a definition for Market Value. Market Value is an extremely important term when dealing with substantial damage or substantial improvement.

The acting State NFIP coordinator at DCR is requesting we submit a Draft Ordinance for review prior to the public comment and adoption process; which I believe is a good idea.

FEMA will also have to perform a review once it has been adopted.

I recommend our County Attorney review the Draft Ordinance as soon as possible, and then we send a Draft to the acting State NFIP Coordinator for their review as well.

We have until September of this year to adopt the new FIRMs and FIS and update our Ordinance.

With the COVID-19 outbreak and limitations placed on us by the State, I recommend we proceed as soon as possible to avoid any unforeseen delays.

Thank you, and feel free to contact me with any questions.

Jamie R Wilks CBO, CFM
Madison County Building Official
Phone: (540) 948-6102
www.madisonco.virginia.gov



Madison County Building & Zoning Department

414 N. Main St, Madison VA 22727

Phone: (540) 948-6102; Website: www.madisonco.virginia.gov**Flood Zone Development Permit**

For property in a FEMA designated special flood hazard area (SFHA)

Per the Madison County Floodplain Management Ordinance and NFIP regulations, a permit is required for all development in a special flood hazard area (flood zone).

Development means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or other drilling operations or storage of equipment or materials.

Site Info

Address	
Tax Map	
Flood Zone (SFHA)	
FIRM Panel Number	
Effective Date	
CBRS (yes or no)	

Owner Info

Name	
Address	
Phone Number	
Email	

Contractor Info

Name	
Phone	
Email	
DPOR License	
DEQ RLD Certification	
Other License or Certification	

Description of work or development to be performed

(Attach additional sheets if necessary)

Estimated Cost (including materials, labor, profit and overhead)	
---	--

Acknowledgement of Owner/Contractor

Date	
Name	
Signature	

By signing this document, you acknowledge and agree to the following:

All development, construction, reconstruction, renovation, etc. will be in full compliance with the Madison County Floodplain Management Ordinance and all other applicable federal, state and local laws, ordinances and regulations.

******* FOR OFFICIAL USE ONLY *******

Permit Number	
---------------	--

Additional Permits required or issued:

Comments & Notes:

From: Mary Jane Costello <mjcostello@madisonco.virginia.gov>
Sent: Friday, April 17, 2020 10:23 AM
To: Jack Hobbs <jhobbs@madisonco.virginia.gov>; Clay Jackson <cjackson@madisonco.virginia.gov>; Sean Gregg <sdgregg@sdgregglaw.com>; Clay Jackson <cjackson@madisonco.virginia.gov>
Subject: FW: Revised consulting agreement

All:

I am forwarding to you a copy of the annual renewal contract with McGriff Insurance. If you recall, we signed this contract with Ed White last year to help us with our health insurance problems.

The original contract that we signed with McGriff covered the period 4/1/19 to 3/31/2020 and was for \$14K. Ed offered us a multiple year contract last year which was for \$14K for the first, and \$8.7K for the next several years.

We did not opt for a multiple year contract last year, and the first version of the renewal was for another \$14K. I managed to talk Ed into reducing the fee to \$10K for single one year contract. Apparently, they don't typically enter into 1 year contracts.

Right now, Ed is working on evaluating all of the responses to the RFP – he is planning on having a web meeting on this next week – Anna Graham will be organizing. I do know however, that none of the bids came in less than our current Local Choice plan.

I would like Ed to present the results of the RFP process to the Board on 4/28, but currently we do not have a contract with him.

My recommendation is that the County continue our relationship with McGriff; the advice Ed has given on health insurance has been very helpful. In addition, I would like to use his services in the upcoming year for the following (all of which are covered under the contract)

- 1) Support to the County for compliance with the CARES Act (they are offering a webinar on this next Tuesday which Tillie and I will be attending)
- 2) Working on a group plan for employee-funded disability insurance. Right now, many employees purchase individual plans through Aflac. A disability group plan can offer the same benefits at better rates. The School Board currently offers this benefit as well.
- 3) Creating a comprehensive employee benefits handbook that can be used as resource by Finance Dept staff, as well as by County employees.
- 4) Continuing advice on all benefit plans, but most particularly Health Insurance.

I would like to put this on the agenda for 4/28, and request an FY20 supplement to pay for this.

Sean, can you please review the contract and provide me with your comments?

Thank you,

Mary Jane Costello
Director of Finance/Assistant County Administrator
Madison County, Virginia

Phone: 540-948-5938

Fax: 540-948-3843

From: White, Ed <EEWhite@mcgriffinsurance.com>

Sent: Thursday, April 16, 2020 4:07 PM

To: Mary Jane Costello <mjcostello@madisonco.virginia.gov>

Subject: Revised consulting agreement

Mary Jane thanks for the call today. Here is the revised contract with the new fee. Let me know if you or the county attorney have any questions.



Ed White

Senior Vice President

P: 540-665-4373 | C: 540-247-1998 | E: eewhite@mcgriffinsurance.com
38 Rouss Ave, Suite 100, Winchester, VA 22601 | McGriffInsurance.com

Employee Benefits Broker Service Agreement

THIS BROKER SERVICE AGREEMENT (this “Agreement”) is between **MCGRIFF INSURANCE SERVICES, INC.** (“MIS”) and **MADISON COUNTY** (the “Client”).

The Client and MIS agree as follows:

1. MIS will provide the employee benefit management services described on Exhibit A hereto (Employee Benefit Management Services).
2. The Client will provide MIS with all information necessary to enable MIS to provide Employee Benefit Management Services.
3. MIS agrees to perform the services described in this Agreement in a professional and timely manner.
4. The parties agree and understand the Client is not under any legal or other obligation to purchase any insurance product through MIS in its capacity as either a producer or consultant, and that the purchase of any insurance product or employee benefit management services is purely voluntary by the Client.
5. Remuneration:
 - A. The Client will pay MIS a fee in the amount of **\$10,000.00** (the “Fee”) for Employee Benefit Management Services. The Fee may be refundable, in whole or in part, in accordance with Section 11 of this Agreement.
 - B. The Fee will be payable of a **one-time payment** by the Client.
 - C. MIS’s compensation for Insurance Placement will be in the form of commissions from the insurance carriers and/or intermediaries with which the insurance policies are placed. Any such commission compensation is in addition to and separate from the Fee paid to MIS for the Employee Benefit Management Services.
 - D. With respect to Insurance Placements and/or Employee Benefit Management Services undertaken on behalf of the Client that are not contemplated by this Agreement, MIS may be compensated pursuant to a separate Broker Service Agreement or by the insurance companies and/or intermediaries utilized in such Insurance Placements. MIS will make information regarding such Agreements and compensation available to the Client upon request.
6. MIS also may receive “profit commissions,” “Tier II commissions,” or other compensation, including non-monetary awards (e.g., trips and other prizes) from insurers, trade organizations, or business partners. All such compensation is expressly excluded from and shall not be credited to or offset against the MIS compensation under this Agreement.
7. MIS reserves the right to engage its related affiliates and subsidiaries in connection with the execution of Broker Services Agreements. Use of these business partners and service providers could result in the accrual of additional income to MIS-related subsidiaries and affiliates.

8. From time to time, MIS may share opinions or content regarding third parties, or make referrals to third party products and services ("Third Party Services"). Any Third Party Services, or links to third party sites shared or posted on MIS website or social media sites do not constitute an endorsement of any individual, organization, service, or product by MIS, nor does such activity indicate an affiliation with or sponsorship of the third party by MIS. Any third party claims regarding their products or services contained in their written materials or on the third party websites are those of the respective authors and do not reflect the affirmation, concurrence or agreement, of MIS, its employees, directors, officers, parents, or affiliates that those claims are accurate. MIS IS NOT LIABLE FOR ANY THIRD PARTY SERVICES OR THE STORAGE OR BREACH OF YOUR CONFIDENTIAL INFORMATION RELATED TO SUCH THIRD PARTY SERVICES. WE ARE NOT RESPONSIBLE FOR AND DO NOT OFFER ANY WARRANTY REGARDING THE QUALITY, ACCURACY, TIMELINESS, RELIABILITY OR ANY OTHER ASPECTS OF PRODUCTS OR SERVICES FROM THIRD PARTIES. YOU RELEASE US FROM ANY DAMAGES THAT YOU INCUR, AND AGREE NOT TO ASSERT ANY CLAIMS AGAINST US ARISING FROM YOUR USE OF PRODUCTS OR SERVICES FROM THIRD PARTIES.
9. This Agreement and the respective rights and obligations of the parties hereto shall be construed in accordance with and governed by the laws of the state of **Virginia**.
10. This Agreement commences on **April 1, 2020** and ends on **March 31, 2021**. Either party may terminate this Agreement upon 30 days advance written notice to the other party.
11. Unless otherwise prohibited by law or regulation, should this Agreement be terminated in accordance with Section 10, Client will pay MIS a prorated portion of the Fee through the date of termination.

IN WITNESS WHEREOF, the Client and MIS have executed this Agreement as of the Commencement Date indicated above.

MCGRUFF INSURANCE SERVICES, INC.

MADISON COUNTY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

Employee Benefit Management Services

- A. Strategic Benefit Planning.** Agent/Broker will provide assistance in developing overall plan benchmarks and targets to ensure that the plan meets the objectives of Client and its employees.
- B. Benefit Design.** Agent/Broker will help to ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.
- C. Administration.** Agent/Broker will identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration.
- D. Communication.** Agent/Broker will assist in drafting employee communications regarding benefit program performance and changes, and assist in the review of plan documents and insurance certificates during the planning and enrollment process.
- E. Compliance Tools & Legislative Information.** Agent/Broker will provide informational materials on legislative developments impacting employee benefit plans, including access to online reference tools on topics such as FMLA, COBRA, HIPAA, HIPAA Privacy, Section 125, ERISA, and ACA.
- F. Meetings with Client and Vendors.** Services will include attendance at and facilitation of the following meetings with Client and vendors to facilitate program management including day-to-day operations and planning program changes:
- Upon Client request, Agent/Broker shall meet with Client semi-annually to discuss review of the program, state of the marketplace, progress made toward strategic plan, and developments within Clients organization.
- G. Data Analysis.** Agent/Broker will provide Client with summary comparisons and work with Client and TPA to secure additional reports as needed for claims analysis.

The Local Choice Health Benefits Program

Madison County and Schools

Proposed Rates Effective from
for October 01, 2020 through September 30, 2021

With Comprehensive Dental

	<u>Single</u>	<u>Dual</u>	<u>Family</u>
<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$901	\$1,667	\$2,433
Key Advantage 250	\$825	\$1,526	\$2,228
* Key Advantage 500	\$734	\$1,358	\$1,982
* Key Advantage 1000	\$701	\$1,297	\$1,893
* High Deductible Health Plan	\$603	\$1,116	\$1,628
<u>RETIREEES NOT ELIGIBLE FOR MEDICARE</u>			
Key Advantage Expanded	\$901	\$1,667	\$2,433
Key Advantage 250	\$825	\$1,526	\$2,228
* Key Advantage 500	\$734	\$1,358	\$1,982
* Key Advantage 1000	\$701	\$1,297	\$1,893
* High Deductible Health Plan	\$603	\$1,116	\$1,628

With Preventive Dental Only

<u>ACTIVE EMPLOYEES</u>			
Key Advantage Expanded	\$884	\$1,635	\$2,387
Key Advantage 250	\$808	\$1,495	\$2,182
* Key Advantage 500	\$717	\$1,326	\$1,936
* Key Advantage 1000	\$684	\$1,265	\$1,847
* High Deductible Health Plan	\$586	\$1,084	\$1,582
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* Benefit Plans Currently Offered

Coverage under The Local Choice Key Advantage and HDHP contracts is for:

- Active Employees and their Dependents
- Retirees not eligible for Medicare and their Dependents not eligible for Medicare, and/or
- Dependents of Medicare eligible Retirees who are not Medicare eligible.

If coverage is offered to Medicare eligible retirees and their Medicare eligible Dependents, it must be obtained through one of our Medicare Supplemental contracts which require participation in both Parts A and B of Medicare to receive maximum benefits.

The PCORI fee is the responsibility of the group and payment should be submitted directly to HHS, therefore, this fee has not been included in your rates.

THE LOCAL CHOICE HEALTH CARE PROGRAM

Anthem Blue Cross and Blue Shield

Renewal Analysis For:

(Excludes Advantage 65 premiums and claims)

Madison County and Schools

Group #T05183

for October 01, 2020 through September 30, 2021

I. Income at Current Rates (1)	\$3,935,232
II. Projected Medical Claims Related Charges (2)	
A. Paid Claims for 12/1/2018 through 11/30/2019	\$2,703,382
B. Claims in excess of the \$125,000 pooling limit	<u>(\$615,373)</u>
C. Subtotal	\$2,088,009
D. Change in Incurred But Not Reported Claims	\$20,880
E. Benefit Adjustment	\$0
F. Enrollment Adjustment	\$0
G. Trend	<u>\$259,393</u>
H. Total Medical Projected Incurred claims	\$2,368,283
III. Projected Reinsurance Charges	\$351,927
IV. Projected Medical Administrative Charges, Network Access Fees, and Affordable Care Act(3)	\$161,657
V. Projected Dental Capitation	\$163,547
VI. Projected Drug Capitation	\$850,460
VII. TLC Contingency Reserve or Risk Fee(4)	<u>\$39,358</u>
VIII. Total Income Requirements (II. + III. + IV. + V. + VI. + VII.)	\$3,935,232
Percentage Adjustment	0.0%

¹ Illustrative income is based on current enrollment as follows:

	KA 500	KA 1000	HDHP	TOTAL
Single	137	50	6	193
Dual	32	10	0	42
Family	<u>40</u>	<u>28</u>	<u>0</u>	<u>68</u>
TOTAL:	209	88	6	303

² There are 5 claims in excess of the \$125,000 pooling limit.
 Medical trends used in the renewal development were 6.5% annual.
 For a 22 month projection, this equates to 12.3%

³ Administrative charge as a percent of income requirements is 4.1%

⁴ Includes DHRM Program Administration and CommonHealth

Assumes all have Comprehensive Dental.

**BOARD OF SUPERVISORS
COUNTY OF MADISON**

PROPOSED SUPPLEMENTAL APPROPRIATION

DATE: 4/28/2020

FY2020

Type of Supplement	
Interdepartmental transfer (same fund)	
Interfund transfer	
Revenue/Expense offset	
Use of contingency	x
Other use of fund balance not in original budget	

PURPOSE: To appropriate funds to renew McGriff Insurance (Ed White) benefits consultant contract for 1 year. Cost will be charged to Finance Dept.

GL Account Reference	Account type	Fund Name	Department	Object Code/Source	Debit	Credit
10-09-91-91100-9200	Exp	GF	Contingency reserve	Contingency- genl		10,000.00
10-01-12-12420-3155	Exp	GF	Finance	Benefits Consultant	10,000.00	
					10,000.00	10,000.00

Note: A debit charged to a budgeted expense line increases the appropriated expense; a credit charged to a budgeted expense line item decreases the appropriated expense. A credit charged to a budgeted revenue line item increases the anticipated revenue available.

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Agenda Item #8.

MCGRIFF INSURANCE SERVICES, INC.

MADISON COUNTY

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Employee Benefit Management Services

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MADISON COUNTY BOARD OF SUPERVISORS AGENDA ITEM STAFF REPORT

Agenda Item #9.

MEETING DATE: April 28, 2020

AGENDA TITLE: EMS Hazard Duty Pay

INDICATED MOTION(s): N/A

STAFF LEAD: Director of Emergency Medical Services Hillstrom

TIMING: The pandemic has generated some discussion on the higher hazardous conditions first responders now face relative to “normal” times and the idea of extra pay for what could be considered more dangerous jobs.

DISCUSSION The County currently has no policies in place that contemplate extra compensation for hazardous duty.

Before developing this further, staff asks for some Board discussion and input on whether the Board desires a report on this item and its thoughts on how such a program would be configured and who it would cover.

FISCAL IMPACT: Cost would vary depending on the program implemented.

Another consideration is the potential for partial reimbursement via stimulus or FEMA monies.

RECOMMENDATION: Discuss the matter and advise staff on preferred next steps (if any).

ENCLOSURES: None

Contents

April 23, 2020 memo

Schedule I — This Schedule compares the Revised FY21 General Fund Expenditure Fund Budget to the FY20 Original Budget adjusted for Contingency items. If your recall, the County had a \$1.2 million contingency balance incorporated into the Original Budget in FY20. The contingency reserve had many earmarks for items that had not been decided upon at the time the FY20 budget was adopted. (EMS adjustments, ER contributions for health insurance, final transfer station rates, etc.) it is important to compare FY21 projected expenditures to the FY20 budget after consideration of adjustments that have been made from contingency. In the lower right hand corner on page 3 of Schedule, you can find a synopsis of the changes, after taking into consideration allocations from contingency.

Schedule II — This Schedule presents changes made to the advertised FY21 GF expenditure budget, summarized by department and by type of change.

Schedule III — This Schedule summarizes all payments to outside organizations in the FY20 Adopted Budget and the FY21 Advertised Budget, and computes the change between the two. I have also indicated recommended changes, with the understanding that this is subject to Board review.

Schedule IV — This Schedule presents all details in Schedule and II at the department and line item level.


Schedule V — This Schedule presents revised FY21 revenues and use of fund balance based on the revised FY21 expenditure budget. It also assumes no tax increase in FY21.

Schedule VI — This is a one page synopsis that compares compensation and operating costs in the FY20 original budget (adjusted for contingency) and the revised proposed FY21 budget. It only analyzes operating departments, and may assist you in understanding overall trends in proposed County spending

Schedule VII—this schedule suggests additional reductions that you may want to consider.

MEMORANDUM

TO: Madison County Board of Supervisors

FROM: Mary Jane Costello 

CC: Jack Hobbs, Sean Gregg

Date: April 23, 2020

RE: Revised Proposed FY21 Revenues and Expenditures

I have been asked to prepare a revised FY21 General Fund Expenditure Budget assuming that the County does move forward with the advertised RET increase of \$.02/\$100 of assessed value. In connection with that, I have received many different requests for adjustments are to be made. I have prepared several schedules for your review that incorporate the following changes:

- 1) No real estate tax increase in FY21. This results in a reduction of revenues of \$240,000.
- 2) Partial additional funding from the Clerk of the Circuit Court from her Secured Remote Access funds. This results in additional revenue of \$10,995
- 3) Delay of compensation study effect until 1/1/2021 and tax affected FICA calculation. The combined effect of both of these adjustments is a decrease of expenses of \$138,590.
- 4) Operating department reductions of 1% of advertised budget. I received a list of reductions from all department heads; on some instances, the reductions were less than 1%. The total value of all reductions (which include heating and vehicle fuel reductions) was \$148,753.
- 5) Reductions to outside organizations – I have attached a recommendation as to reductions to outside organizations. The total incorporated into my estimates is \$51,571. This area, of course, is subject to further review by the Board.
- 6) Increase School Board funding so that it is \$350,000 higher than last year. This represents a \$156,520 increase in the School Board contribution that was advertised.
- 7) I also had to correct rent in the Economic Development – this was erroneously not included in the advertised budget. The impact of this item was an increase in expenditures of \$21,112.

The net impact of all these adjustments is an increase in the use of fund balance from \$714,292 in the advertised budget to \$885,890 in the revised budget. Both the advertised and the revised budget assume that the incremental increase in debt service related to CIP projects of \$313,370 will be funded through a separate Debt Service Stabilization Reserve established in the General Fund. I will provide more details to you in a separate memo about projected fund balance levels, and what factors you may want to take into consideration when evaluating whether to use fund balance to balance an annual operating budget.

I am also including with this memorandum a number of schedules for your review which provide further detail and analysis on the changes discussed above.

They are as follows:

- 1) Schedule I – This schedule compares the Revised FY21 General Fund Expenditure Fund Budget to the FY20 Original Budget adjusted for Contingency items. If your recall, the County had a \$1.2 million contingency balance incorporated into the Original Budget in FY20. The contingency reserve had many earmarks for items that had not been decided upon at the time the FY20 budget was adopted. (EMS adjustments, ER contributions for health insurance, final transfer station rates, etc.) It is important to compare FY21 projected expenditures to the FY20 budget after consideration of adjustments that have been made from contingency. In the lower right hand corner on page 3 of Schedule I, you can find a synopsis of the changes, after taking into consideration allocations from contingency.
- 2) Schedule II – This schedule presents changes made to the advertised FY21 GF expenditure budget, summarized by department and by type of change.
- 3) Schedule III – This schedule summarizes all payments to outside organizations in the FY20 Adopted Budget and the FY21 Advertised Budget, and computes the change between the two. I have also indicated recommended changes, with the understanding that this is subject to Board review.
- 4) Schedule IV – This schedule presents all details in Schedule I and II at the department and line item level.
- 5) Schedule V – This schedule presents revised FY21 revenues and use of fund balance based on the revised FY21 expenditure budget. It also assumes no tax increase in FY21.

There are a few other requests that have been made that I have not yet had time to address. I will do so tomorrow in additional memo.

My hope is that this additional information will guide you in making difficult decisions at this very challenging and unique point in time.

126

Madison County											
Comparison of FY20 Adjusted Original Budget to Revised Proposed FY21											
General Fund Expenditures											
Dept#	Dept Name	FY20 Original Budget	Restated FY20 OB after Adjustment for Contingency	Revised Proposed FY21 at 4/28/2020		Change - Adjusted FY20 OB vs Revised Proposed FY21	%age change - Adjusted FY20 OB vs Revised Proposed FY21				
32400	THOMAS JEFFERSON EMS COUNCIL	7,743.00	7,743.00	7,743.00		-	0.00%				
32600	EMS	1,748,303.61	1,997,975.69	2,045,997.15		48,021.46	2.40%				
33300	JUVENILE PROBATION	20,489.00	20,489.00	19,579.00		(910.00)	-4.44%				
33400	CONFINEMENT OF PRISONERS	400.00	400.00	400.00		-	0.00%				
33401	REGIONAL JAIL	904,367.50	904,367.50	1,014,651.50		110,284.00	12.19%				
33402	JUVENILE DETENTION	114,782.00	144,290.00	105,454.00		(38,836.00)	-26.92%				
33403	JEFFERSON AREA COMMUNITY CORRECTIONS	8,286.00	8,286.00	9,874.50		1,588.50	19.17%				
34100	BUILDING OFFICIAL	259,781.94	264,064.26	244,456.44		(19,607.82)	-7.43%				
34270	VA BUILDING PERMIT FEE	2,500.00	2,500.00	2,500.00		-	0.00%				
35102	Animal Shelter	-	-	162,331.39		162,331.39	n/a				
35103	Animal Control	257,663.40	260,773.68	160,785.44		(99,988.24)	-38.34%				
35300	MEDICAL EXAMINER	500.00	2,738.45	500.00		(2,238.45)	-81.74%				
35600	SERVICES TO ABUSED FAMILIES	1,000.00	1,000.00	1,000.00		-	0.00%				
35700	LINE OF DUTY ACT	44,200.00	44,200.00	50,458.28		6,258.28	14.16%				
35800	Foothills Child Advocacy Center	2,400.00	2,400.00	2,400.00		-	0.00%				
42400	TRANSFER STATION & RECYCLING CTR	496,030.00	557,381.00	580,629.00		23,248.00	4.17%				
43200	FACILITIES & MAINTENANCE	599,129.36	599,689.92	583,385.83		(16,304.09)	-2.72%				
51100	MADISON HEALTH DEPARTMENT	158,700.00	158,700.00	165,565.00		6,865.00	4.33%				
51700	PIEDMONT REGIONAL DENTAL CLINIC	2,500.00	2,500.00	2,500.00		-	0.00%				
52200	COMMUNITY SERVICES	93,894.00	93,894.00	110,113.00		16,219.00	17.27%				
66100	GERMANNA COMMUNITY COLLEGE	5,000.00	5,000.00	5,000.00		-	0.00%				
71100	PARKS & RECREATION	355,832.14	360,689.86	371,812.98		11,123.12	3.08%				
72601	BOYS AND GIRLS CLUB	2,000.00	2,000.00	2,000.00		-	0.00%				
72602	SENIOR CENTER	500.00	500.00	500.00		-	0.00%				
72604	MADISON COUNTY FAIR	500.00	500.00	500.00		-	0.00%				
73100	MADISON LIBRARY	143,600.00	143,600.00	154,000.00		10,400.00	7.24%				
81100	PLANNING COMMISSION	14,640.00	14,640.00	14,140.00		(500.00)	-3.42%				

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
Dept:	11100														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	BOARD OF SUPERVISORS														
		FY20 Original	Contingency	Restated FY20											
		Budget	Allocation for	OB after Cont											
Account	Description		FY20 Operating	Adj	Advertised FY21	Additional	Revised		Compensation	Operating	Reductions to	Other Adjs	Total		
			Items			Reductions	Proposed FY21				Outside				
							at 4/28/2020				Organizations				
10-01 -11 -11100-1110	MEMBERS SALARY	46,000.00		46,000.00	46,000.00		46,000.00						-	-	
10-01 -11 -11100-2100	FICA	3,519.00		3,519.00	3,519.00		3,519.00						-	-	
10-01 -11 -11100-3145	DATA PROCESSING SERVICES	-		-	-		-						-	-	
10-01 -11 -11100-5530	LODGING & MEALS	3,500.00		3,500.00	5,000.00		5,000.00						-	1,500.00	
10-01 -11 -11100-5540	SEMINARS & TUITIONS	4,000.00		4,000.00	2,500.00	(500.00)	2,000.00			(500.00)			(500.00)	(2,000.00)	
10-01 -11 -11100-5800	MICELLANEOUS	-	1,040.00	1,040.00	-		-						-	(1,040.00)	
10-01 -11 -11100-5810	DUES	4,800.00		4,800.00	4,800.00		4,800.00						-	-	
10-01 -11 -11100-5811	BENEVOLENCE & GIFTS	2,000.00		2,000.00	3,000.00	(500.00)	2,500.00			(500.00)			(500.00)	500.00	
10-01 -11 -11100-8103	IT EQUIPMENT	1,000.00		1,000.00	-		-						-	(1,000.00)	
		64,819.00	1,040.00	65,859.00	64,819.00	(1,000.00)	63,819.00		-	(1,000.00)	-	-	(1,000.00)	(2,040.00)	
Dept:	12110														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	COUNTY ADMINISTRATOR														
		FY20 Original	Contingency	Restated FY20											
		Budget	Allocation for	OB after Cont											
Account	Description		FY20 Operating	Adj	Advertised FY21	Additional	Revised		Compensation	Operating	Reductions to	Other Adjs	Total		
			Items			Reductions	Proposed FY21				Outside				
							at 4/28/2020				Organizations				
10-01 -12 -12110-1210	COUNTY ADMINISTRATOR	122,484.82		122,484.82	125,135.00		125,135.00		-				-	2,650.18	
10-01 -12 -12110-1440	OFFICE ASSISTANT	49,255.32		49,255.32	53,442.02	(2,093.35)	51,348.67		(2,093.35)				(2,093.35)	2,093.35	
10-01 -12 -12110-1460	FT Overtime			-	3,853.99	(150.96)	3,703.03		(150.96)				(150.96)	3,703.03	
10-01 -12 -12110-1560	PART-TIME CLERICAL	-	9,308.92	9,308.92	5,000.00		5,000.00		-				-	(4,308.92)	
10-01 -12 -12110-2100	FICA	13,138.13	712.13	13,850.26	13,955.97	(577.99)	13,377.98		(577.99)				(577.99)	(472.28)	
10-01 -12 -12110-2210	VRS	14,666.62		14,666.62	18,911.31	(221.69)	18,689.62		(221.69)				(221.69)	4,023.00	
10-01 -12 -12110-2220	VRS-HEALTH INSURANCE CREDIT	137.39		137.39	232.15	(2.72)	229.43		(2.72)				(2.72)	92.04	
10-01 -12 -12110-2310	HEALTH INSURANCE	17,082.36	2,258.70	19,341.06	19,792.80		19,792.80		-				-	451.74	
10-01 -12 -12110-2400	GROUP LIFE INSURANCE	2,249.79		2,249.79	2,392.93	(28.05)	2,364.88		(28.05)				(28.05)	115.09	
10-01 -12 -12110-2700	WORKMAN'S COMPENSATION	142.20		142.20	142.86	(1.67)	141.19		(1.67)				(1.67)	(1.01)	
10-01 -12 -12110-2900	PATIENT-CENTERED OUTREACH RESEARCH (PCOR	358.00		358.00			-		-				-	(358.00)	
10-01 -12 -12110-3145	DATA PROCESSING SERVICES	-		-			-		-				-	-	
10-01 -12 -12110-3154	CONSULTING SVCS - MUNI ADVISORY K	-	14,500.00	14,500.00			-		-				-	(14,500.00)	
10-01 -12 -12110-3155	CONSULTING SVCS - COMP STUDY	-		-			-		-				-	-	
10-01 -12 -12110-3158	Employee Benefits Consultant	-		-			-		-				-	-	
10-01 -12 -12110-3159	Professional Services Allowance	3,000.00		3,000.00	3,000.00		3,000.00		-				-	-	
10-01 -12 -12110-3200	TEMPORARY SERVICES	-		-	-		-		-				-	-	
10-01 -12 -12110-3610	ADVERTISING	6,000.00		6,000.00	7,000.00		7,000.00		-				-	1,000.00	
10-01 -12 -12110-5210	POSTAL SERVICES	500.00		500.00	500.00	(200.00)	300.00		(200.00)				(200.00)	(200.00)	
10-01 -12 -12110-5230	TELECOMMUNICATIONS	2,000.00		2,000.00	2,000.00	(200.00)	1,800.00		(200.00)				(200.00)	(200.00)	
10-01 -12 -12110-5305	INSURANCE-VEHICLE	480.00		480.00	500.00		500.00		-				-	20.00	
10-01 -12 -12110-5410	LEASE OFFICE EQUIPMENT	4,500.00		4,500.00	4,500.00		4,500.00		-				-	-	
10-01 -12 -12110-5510	MILEAGE	200.00		200.00	200.00		200.00		-				-	-	

Madison County														
FY21 Proposed Operating Expenditure Budget														
General Fund														
10-01 -12 -12110-5530	LODGING & MEALS	1,800.00		1,800.00	1,800.00		1,800.00		-			-	-	
10-01 -12 -12110-5540	SEMINARS & TUITIONS	1,600.00		1,600.00	1,600.00		1,600.00		-			-	-	
10-01 -12 -12110-5810	DUES	1,600.00		1,600.00	1,600.00		1,600.00		-			-	-	
10-01 -12 -12110-6001	OFFICE SUPPLIES	3,500.00		3,500.00	3,500.00		3,500.00		-			-	-	
10-01 -12 -12110-6008	VEHICLE/EQUIPMENT FUEL	500.00		500.00	500.00		500.00		-			-	-	
10-01 -12 -12110-6009	VEHICLE/EQUIPMENT MAINTENANCE	500.00		500.00	500.00	(200.00)	300.00		(200.00)			(200.00)	(200.00)	
10-01 -12 -12110-6011	UNIFORMS & WEARING APPAREL	-		-	-		-		-			-	-	
10-01 -12 -12110-6020	BOOKS & SUBSCRIPTIONS	500.00		500.00	500.00	(500.00)	-		(500.00)			(500.00)	(500.00)	
10-01 -12 -12110-8101	OFFICE EQUIPMENT	500.00		500.00	500.00	(500.00)	-		(500.00)			(500.00)	(500.00)	
10-01 -12 -12110-8102	OFFICE FURNITURE	-		-	1,200.00	(1,200.00)	-		(1,200.00)			(1,200.00)	-	
10-01 -12 -12110-8103	IT EQUIPMENT	1,200.00		1,200.00			-		-			-	(1,200.00)	
		247,894.63	26,779.75	274,674.38	272,259.03	(5,876.43)	266,382.60	(3,076.43)	(2,800.00)	-	-	(5,876.43)	(8,291.78)	
Dept: 12210													Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name		LEGAL SERVICES												

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-01 -12 -12310-1460	FULL-TIME OVERTIME	-		-	-	-	-	-					-	-	
10-01 -12 -12310-1560	PART-TIME CLERICAL	1,117.20		1,117.20	2,088.96	(20.48)	2,068.48	(20.48)					(20.48)	951.28	
10-01 -12 -12310-2100	FICA	12,591.91	88.20	12,680.11	13,384.55	(1,191.67)	12,192.88	(1,191.67)					(1,191.67)	(487.23)	
10-01 -12 -12310-2210	VRS	13,961.44	98.46	14,059.90	18,307.20	(352.59)	17,954.61	(352.59)					(352.59)	3,894.71	
10-01 -12 -12310-2310	HEALTH INSURANCE	21,990.24	5,518.92	27,509.16	29,172.48		29,172.48	-					-	1,663.32	
10-01 -12 -12310-2400	GROUP LIFE INSURANCE	2,144.63	15.10	2,159.73	2,316.49	(44.61)	2,271.88	(44.61)					(44.61)	112.15	
10-01 -12 -12310-2700	WORKMAN'S COMPENSATION	136.00		136.00	139.97	(2.68)	137.29	(2.68)					(2.68)	1.29	
10-01 -12 -12310-3145	DATA PROCESSING SERVICES	7,770.00		7,770.00	7,500.00	(500.00)	7,000.00	(500.00)					(500.00)	(770.00)	
10-01 -12 -12310-3320	REPAIRS & MAINTENANCE-EQUIPMENT	235.00		235.00	235.00		235.00						-	-	
10-01 -12 -12310-3610	ADVERTISING	300.00		300.00	300.00		300.00						-	-	
10-01 -12 -12310-5210	POSTAL SERVICES	500.00		500.00	500.00		500.00						-	-	
10-01 -12 -12310-5230	TELECOMMUNICATIONS	50.00		50.00	50.00		50.00						-	-	
10-01 -12 -12310-5410	LEASE OFFICE EQUIPMENT	1,600.00		1,600.00	1,600.00	(200.00)	1,400.00	(200.00)					(200.00)	(200.00)	
10-01 -12 -12310-5510	MILEAGE	674.00		674.00	674.00	(194.00)	480.00	(194.00)					(194.00)	(194.00)	
10-01 -12 -12310-5530	LODGING & MEALS	1,500.00		1,500.00	1,500.00	(300.00)	1,200.00	(300.00)					(300.00)	(300.00)	
10-01 -12 -12310-5540	SEMINARS & TUITIONS	2,500.00		2,500.00	2,000.00	(200.00)	1,800.00	(200.00)					(200.00)	(700.00)	
10-01 -12 -12310-5810	DUES	450.00		450.00	450.00		450.00	-					-	-	
10-01 -12 -12310-5812	VAMANET MEMBERSHIP	3,600.00		3,600.00	3,600.00		3,600.00	-					-	-	
10-01 -12 -12310-5814	RECORDS MANAGMENT SYSTEM	3,500.00		3,500.00	2,000.00		2,000.00	-					-	(1,500.00)	
10-01 -12 -12310-6001	OFFICE SUPPLIES	785.00		785.00	600.00		600.00	-					-	(185.00)	
10-01 -12 -12310-6008	VEHICLE/EQUIPMENT FUEL	200.00		200.00	200.00		200.00	-					-	-	
10-01 -12 -12310-8101	OFFICE EQUIPMENT	1,500.00		1,500.00	-		-	-					-	(1,500.00)	
		240,588.30	6,873.59	247,461.89	259,491.12	(6,335.42)	253,155.70	(5,441.42)	(894.00)	-	-		(6,335.42)	5,693.81	
Dept:	12311													Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	LAND USE PROGRAM														
												</			

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-01 -12 -12410-3320	REPAIRS & MAINTENANCE-EQUIPMENT	300.00		300.00	300.00	(100.00)	200.00		(100.00)			(100.00)	(100.00)		
10-01 -12 -12410-3610	ADVERTISING	1,000.00		1,000.00	1,000.00	(100.00)	900.00		(100.00)			(100.00)	(100.00)		
10-01 -12 -12410-3840	RECORDING FEES	100.00		100.00	100.00	(50.00)	50.00		(50.00)			(50.00)	(50.00)		
10-01 -12 -12410-3850	DMV STOP REGISTRATION FEES	8,500.00		8,500.00	8,500.00	-	8,500.00		-			-	-		
10-01 -12 -12410-5210	POSTAL SERVICES	16,000.00		16,000.00	16,000.00	-	16,000.00		-			-	-		
10-01 -12 -12410-5230	TELECOMMUNICATIONS	50.00		50.00	50.00	-	50.00		-			-	-		
10-01 -12 -12410-5410	LEASE OFFICE EQUIPMENT	1,650.00		1,650.00	1,450.00	(100.00)	1,350.00		(100.00)			(100.00)	(300.00)		
10-01 -12 -12410-5510	MILEAGE	750.00		750.00	750.00	(250.00)	500.00		(250.00)			(250.00)	(250.00)		
10-01 -12 -12410-5530	LODGING & MEALS	1,200.00		1,200.00	1,200.00	(200.00)	1,000.00		(200.00)			(200.00)	(200.00)		
10-01 -12 -12410-5540	SEMINARS & TUITIONS	1,600.00		1,600.00	1,600.00	(125.00)	1,475.00		(125.00)			(125.00)	(125.00)		
10-01 -12 -12410-5810	DUES	655.00		655.00	655.00	-	655.00		-			-	-		
10-01 -12 -12410-6001	OFFICE SUPPLIES	3,000.00		3,000.00	3,000.00	(500.00)	2,500.00		(500.00)			(500.00)	(500.00)		
10-01 -12 -12410-8101	OFFICE EQUIPMENT	1,150.00		1,150.00	1,000.00	(300.00)	700.00		(300.00)			(300.00)	(450.00)		
10-01 -12 -12410-8102	OFFICE FURNITURE	500.00		500.00	500.00	-	500.00		-			-	-		
10-01 -12 -12410-8103	IT EQUIPMENT	2,000.00		2,000.00	1,500.00	(750.00)	750.00		(750.00)			(750.00)	(1,250.00)		
		279,264.84	5,560.36	284,825.20	296,972.12	(6,955.39)	290,016.73		(3,980.39)	(2,975.00)	-	-	(6,955.39)	5,191.53	
Dept: 12420														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name															

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-01 -12 -12420-6020	BOOKS & SUBSCRIPTIONS	500.00		500.00	500.00		500.00			-			-		-
10-01 -12 -12420-8101	OFFICE EQUIPMENT	1,000.00		1,000.00	1,500.00	(750.00)	750.00		(750.00)				(750.00)		(250.00)
10-01 -12 -12420-8103	IT EQUIPMENT	2,000.00		2,000.00			-			-			-		(2,000.00)
		223,504.03	1,983.60	225,487.63	240,529.20	(9,135.22)	231,393.98		(6,729.93)	(2,405.29)		-	-	(9,135.22)	5,906.35
Dept: 12510														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name DATA PROCESSING AND TECHNOLOGY															
			Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020								
Account	Description	FY20 Original Budget							Compensation	Operating Reductions	Reductions to Outside Organizations		Other Adjs	Total	
10-01 -12 -12510-1526	Information Technology Specialist	-	29,791.67	29,791.67	65,000.00		65,000.00		-					-	35,208.33
10-01 -12 -12510-2100	FICA	-	2,279.07	2,279.07	4,972.50	(94.65)	4,877.85		(94.65)					(94.65)	2,598.78
10-01 -12 -12510-2212	VRS HYBRID	-	2,246.29	2,246.29	6,233.50		6,233.50		-					-	3,987.21
10-01 -12 -12510-2214	VRS HYBRID 401A	-	297.92	297.92	650.00		650.00		-					-	352.08
10-01 -12 -12510-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	-	-	-	344.50		344.50		-					-	344.50
10-01 -12 -12510-2220	VRS-HEALTH INSURANCE CREDIT	-	23.83	23.83	84.50		84.50		-					-	60.67
10-01 -12 -12510-2310	HEALTH INSURANCE	-	7,015.44	7,015.44	7,570.80		7,570.80		-					-	555.36
10-01 -12 -12510-2400	GROUP LIFE INSURANCE	-	390.27	390.27	351.00	520.00	871.00		520.00					520.00	480.73
10-01 -12 -12510-2700	WORKMAN'S COMPENSATION	-	-	-	52.00		52.00		-					-	52.00
10-01 -12 -12510-3145	DATA PROCESSING - ANS	37,980.00	7,275.00	45,255.00	102,937.68	(26,823.68)	76,114.00			(26,823.68)				(26,823.68)	30,859.00
10-01 -12 -12510-3146	DATA PROCESSING - ACCTING (RDA)	60,000.00	-	60,000.00	62,400.00		62,400.00			-				-	2,400.00
10-01 -12 -12510-3148	CONSULTING SVCS - IT ASSESSMENT	-	40,000.00	40,000.00	24,000.00	(24,000.00)	-			(24,000.00)				(24,000.00)	(40,000.00)
10-01 -12 -12510-3312	SOFTWARE UPGRADES	1,500.00	5,000.00	6,500.00	5,000.00		5,000.00			-				-	(1,500.00)
10-01 -12 -12510-3313	MAINTENANCE - HARDWARE/SOFTWARE	2,500.00		2,500.00	2,500.00		2,500.00			-				-	-
10-01 -12 -12510-3314	WEBSITE MANAGEMENT	7,100.00		7,100.00	7,100.00		7,100.00			-				-	-
10-01 -12 -12510-5230	TELECOMMUNICATIONS	-	270.00	270.00	600.00		600.00			-				-	330.00
10-01 -12 -12510-5510	Mileage			-	500.00		500.00			-				-	500.00
10-01 -12 -12510-5530	Lodging & Meals			-	750.00		750.00			-				-	750.00
10-01 -12 -12510-5540	Seminars & Tuitions			-	500.00		500.00			-				-	500.00
10-01 -12 -12510-6001	Office Supplies			-	250.00		250.00			-				-	250.00
10-01 -12 -12510-6040	Computer supplies			-	2,000.00		2,000.00			-				-	2,000.00
10-01 -12 -12510-8103	IT EQUIPMENT	20,000.00	29,577.51	49,577.51	20,000.00	(5,000.00)	15,000.00			(5,000.00)				(5,000.00)	(34,577.51)
10-01 -12 -12510-8113	Email server storage/backup system	-		-	-		-							-	-
10-01 -12 -12510-8114	TELEPHONE SYSTEM	-		-	-		-							-	-
		129,080.00	124,167.00	253,247.00	313,796.48	(55,398.33)	258,398.15		425.35	(55,823.68)		-	-	(55,398.33)	5,151.15
Dept: 13100														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name ELECTORAL BOARD															
			Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020								
Account	Description	FY20 Original Budget							Compensation	Operating Reductions	Reductions to Outside Organizations		Other Adjs	Total	
10-01 -13 -13100-2100	FICA	300.00		300.00	300.00		300.00							-	-
10-01 -13 -13100-2700	WORKMAN'S COMPENSATION	10.00		10.00	10.00		10.00							-	-
10-01 -13 -13100-3145	DATA PROCESSING SERVICES	6,700.00		6,700.00	7,000.00		7,000.00							-	300.00

Madison County																
FY21 Proposed Operating Expenditure Budget																
General Fund																
10-01 -13 -13100-3210	ELECTORAL BOARD FEES	7,500.00		7,500.00	7,500.00		7,500.00						-	-		
10-01 -13 -13100-3211	OFFICERS OF ELECTION FEES	14,000.00		14,000.00	14,000.00		14,000.00						-	-		
10-01 -13 -13100-3323	MAINTENANCE/SUPPORT CONTRACT	1,900.00		1,900.00	1,900.00		1,900.00						-	-		
10-01 -13 -13100-5430	LEASE BUILDINGS	3,600.00		3,600.00	4,050.00		4,050.00						-	450.00		
10-01 -13 -13100-5510	MILEAGE	1,200.00		1,200.00	1,500.00	(100.00)	1,400.00			(100.00)			(100.00)	200.00		
10-01 -13 -13100-5530	LODGING & MEALS	1,800.00		1,800.00	1,400.00	(500.00)	900.00			(500.00)			(500.00)	(900.00)		
10-01 -13 -13100-5540	SEMINARS & TUITIONS	100.00		100.00	200.00		200.00						-	100.00		
10-01 -13 -13100-5810	DUES	200.00		200.00	200.00		200.00						-	-		
10-01 -13 -13100-6001	OFFICE SUPPLIES	12,000.00		12,000.00	13,000.00		13,000.00						-	1,000.00		
		49,310.00	-	49,310.00	51,060.00	(600.00)	50,460.00		-	(600.00)	-	-	(600.00)	1,150.00		
Dept: 13200														Change - Adjusted FY20 OB vs Revised Proposed FY21		
Dept: Name REGISTRAR																
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-01 -13 -13200-1220	REGISTRAR	52,767.20		52,767.20	52,767.20	(1,800.70)	50,966.50		(1,800.70)				(1,800.70)	(1,800.70)		
10-01 -13 -13200-1520	CLERICAL	22,130.77		22,130.77	21,821.14	(522.74)	21,298.40		(522.74)				(522.74)	(832.37)		
10-01 -13 -13200-2100	FICA	5,729.69		5,729.69	4,867.16	(170.83)	4,696.33		(170.83)				(170.83)	(1,033.36)		
10-01 -13 -13200-2210	VRS	4,506.32		4,506.32	4,788.34	(4,788.34)	-		(4,788.34)				(4,788.34)	(4,506.32)		
10-01 -13 -13200-2212	VRS HYBRID	-		-	526.77	4,106.08	4,632.85		4,106.08				4,106.08	4,632.85		
10-01 -13 -13200-2214	VRS HYBRID 401A	-		-	279.19	230.48	509.67		230.48				230.48	509.67		
10-01 -13 -13200-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	-		-	263.39	6.73	270.12		6.73				6.73	270.12		
10-01 -13 -13200-2218	VRS RET - DC VOLUNTARY EMPLOYER	-		-	68.48	186.35	254.83		186.35				186.35	254.83		
10-01 -13 -13200-2220	VRS HIC			-		66.26	66.26		66.26				66.26	66.26		
10-01 -13 -13200-2310	HEALTH INSURANCE	-	10,615.72	10,615.72	14,030.88		14,030.88		-				-	3,415.16		
10-01 -13 -13200-2400	GROUP LIFE INSURANCE	691.25		691.25	705.87		705.87						-	14.62		
10-01 -13 -13200-2700	WORKMAN'S COMPENSATION	62.02		62.02	59.60		59.60						-	(2.42)		
10-01 -13 -13200-3145	DATA PROCESSING SERVICES	1,000.00		1,000.00	500.00		500.00						-	(500.00)		
10-01 -13 -13200-3610	ADVERTISING	500.00		500.00	500.00		500.00						-	-		
10-01 -13 -13200-5210	POSTAL SERVICES	500.00		500.00	500.00	(300.00)	200.00			(300.00)			(300.00)	(300.00)		
10-01 -13 -13200-5230	TELECOMMUNICATIONS	1,400.00		1,400.00	1,500.00		1,500.00			-			-	100.00		
10-01 -13 -13200-5410	LEASE OFFICE EQUIPMENT	700.00		700.00	700.00		700.00			-			-	-		
10-01 -13 -13200-5510	MILEAGE	300.00		300.00	500.00	(100.00)	400.00			(100.00)			(100.00)	100.00		
10-01 -13 -13200-5530	LODGING & MEALS	600.00		600.00	1,600.00	(300.00)	1,300.00			(300.00)			(300.00)	700.00		
10-01 -13 -13200-5540	SEMINARS & TUITIONS	100.00		100.00	1,600.00		1,600.00			-			-	1,500.00		
10-01 -13 -13200-5810	DUES	150.00		150.00	400.00		400.00			-			-	250.00		
10-01 -13 -13200-6001	OFFICE SUPPLIES	500.00		500.00	1,000.00		1,000.00						-	500.00		
10-01 -13 -13200-6020	BOOKS & SUBSCRIPTIONS	100.00		100.00	100.00		100.00						-	-		
10-01 -13 -13200-8101	OFFICE EQUIPMENT	1,000.00		1,000.00	1,000.00		1,000.00						-	-		
		92,737.25	10,615.72	103,352.97	110,078.02	(3,386.71)	106,691.31		(2,686.71)	(700.00)	-	-	(3,386.71)	3,338.34		
Dept: 21100														Change - Adjusted		
Dept: Name CIRCUIT COURT																

Madison County																
FY21 Proposed Operating Expenditure Budget																
General Fund																

Madison County																	
FY21 Proposed Operating Expenditure Budget																	
General Fund																	
10-02 -21 -21700-1460	FULL-TIME OVERTIME	500.00		500.00	500.00		500.00	-					-			-	
10-02 -21 -21700-1560	PART-TIME CLERICAL	19,584.00		19,584.00	21,077.92	(650.96)	20,426.96	(650.96)					(650.96)			842.96	
10-02 -21 -21700-2100	FICA	18,260.53		18,260.53	19,046.97	(669.82)	18,377.15	(669.82)					(669.82)			116.62	
10-02 -21 -21700-2210	VRS	18,669.77		18,669.77	24,081.87	(465.23)	23,616.64	(465.23)					(465.23)			4,946.87	
10-02 -21 -21700-2310	HEALTH INSURANCE	20,626.80	1,927.00	22,553.80	22,712.40		22,712.40	-					-			158.60	
10-02 -21 -21700-2400	GROUP LIFE INSURANCE	2,863.86		2,863.86	3,047.19	(58.87)	2,988.32	(58.87)					(58.87)			124.46	
10-02 -21 -21700-2700	WORKMAN'S COMPENSATION	198.00		198.00	183.25	11.90	195.15	11.90					11.90			(2.85)	
10-02 -21 -21700-3121	STATE AUDIT SERVICES	2,000.00		2,000.00	2,000.00	-	2,000.00			-					-	-	
10-02 -21 -21700-3161	BANK SERVICE CHARGES	1,500.00		1,500.00	1,500.00	(300.00)	1,200.00			(300.00)					(300.00)	(300.00)	
10-02 -21 -21700-3190	MICROFILMING	2,200.00		2,200.00	2,200.00	(400.00)	1,800.00			(400.00)					(400.00)	(400.00)	
10-02 -21 -21700-3610	ADVERTISING	150.00		150.00	150.00	-	150.00			-					-	-	
10-02 -21 -21700-5210	POSTAL SERVICES	2,800.00		2,800.00	2,800.00	(200.00)	2,600.00			(200.00)					(200.00)	(200.00)	
10-02 -21 -21700-5230	TELECOMMUNICATIONS	1,400.00		1,400.00	1,400.00	-	1,400.00			-					-	-	
10-02 -21 -21700-5410	LEASE OFFICE EQUIPMENT	3,600.00		3,600.00	4,200.00	-	4,200.00			-					-	600.00	
10-02 -21 -21700-5810	DUES	320.00		320.00	320.00	-	320.00			-					-	-	
10-02 -21 -21700-5894	TECHNOLOGY GRANT	17,500.00		17,500.00	17,500.00	-	17,500.00			-					-	-	
10-02 -21 -21700-5897	2010B-26 ITEM CONSERVATION GRANT	11,500.00		11,500.00	10,000.00	-	10,000.00			-					-	(1,500.00)	
10-02 -21 -21700-6001	OFFICE SUPPLIES	3,500.00		3,500.00	4,500.00	(600.00)	3,900.00			(600.00)					(600.00)	400.00	
10-02 -21 -21700-6020	BOOKS & SUBSCRIPTIONS	1,700.00		1,700.00	1,700.00	-	1,700.00			-					-	-	
10-02 -21 -21700-6025	BINDER & BOOK RESTORATION	1,200.00		1,200.00	1,300.00	-	1,300.00			-					-	100.00	
10-02 -21 -21700-8101	OFFICE EQUIPMENT	2,500.00		2,500.00	2,000.00	-	2,000.00			-					-	(500.00)	
10-02 -21 -21700-8102	OFFICE FURNITURE	500.00		500.00	1,000.00	(250.00)	750.00			(250.00)					(250.00)	250.00	
10-02 -21 -21700-8103	IT EQUIPMENT	-		-	-		-			-					-	-	
		351,688.58	1,927.00	353,615.58	370,621.58	(7,976.16)	362,645.42			(6,226.16)	(1,750.00)	-	-		(7,976.16)		9,029.84
Dept: 21800																Change - Adjusted	
Dept: Name	SHERIFF-COURT SECURITY															FY20 OB vs Revised	
			Contingency Allocation for	Restated FY20													Proposed
		FY20 Original	FY20 Operating	OB after Cont		Additional	Revised										FY21
Account	Description	Budget	Items	Adj	Advertised FY21	Reductions	Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total				
10-02 -21 -21800-1711	COURT SECURITY CONSTITUTIONAL	43,989.43		43,989.43	47,780.70	(2,536.26)	45,244.44		(2,536.26)				(2,536.26)			1,255.01	
10-02 -21 -21800-1725	PART-TIME DEPUTY	69,760.41		69,760.41	67,981.42	(2,114.54)	65,866.88		(2,114.54)				(2,114.54)			(3,893.53)	
10-02 -21 -21800-2100	FICA	8,701.86		8,701.86	8,855.80	(450.43)	8,405.37		(450.43)				(450.43)			(296.49)	
10-02 -21 -21800-2210	VRS	3,756.70		3,756.70	5,059.98	(268.59)	4,791.39		(268.59)				(268.59)			1,034.69	
10-02 -21 -21800-2310	HEALTH INSURANCE	6,777.36	661.20	7,438.56	7,570.80		7,570.80		-				-			132.24	
10-02 -21 -21800-2400	GROUP LIFE INSURANCE	576.26		576.26	64.26	542.02	606.28		542.02				542.02			30.02	
10-02 -21 -21800-2700	WORKMAN'S COMPENSATION	2,511.60		2,511.60	2,847.75	(114.41)	2,733.34		(114.41)				(114.41)			221.74	
10-02 -21 -21800-6010	POLICE SUPPLIES	1,500.00		1,500.00	1,500.00		1,500.00						-			-	
10-02 -21 -21800-6011	UNIFORMS & WEARING APPAREL	1,500.00		1,500.00	1,500.00		1,500.00						-			-	
		139,073.62	661.20	139,734.82	143,160.71	(4,942.21)	138,218.50		(4,942.21)	-	-	-	(4,942.21)			(1,516.32)	
Dept: 21900																Change - Adjusted	
Dept: Name	VICTIM/WITNESS PROGRAM																

Madison County																	
FY21 Proposed Operating Expenditure Budget																	
General Fund																	
		Contingency Allocation for FY20 Original FY20 Operating OB after Cont Adj						Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Reductions to Operating Outside Organizations Other Adjs Total					FY20 OB vs Revised Proposed FY21
Account	Description	Budget	Items									Compensation	Reductions				
10-02 -21 -21900-1550	VICTIM/WITNESS COORDINATOR	37,506.42	1,091.58	38,598.00	39,176.97	(289.48)	38,887.49		(289.48)						(289.48)	289.49	
10-02 -21 -21900-2100	FICA	2,869.24	83.76	2,953.00	2,997.04	(86.50)	2,910.54		(86.50)						(86.50)	(42.46)	
10-02 -21 -21900-2212	VRS HYBRID	2,827.98	82.02	2,910.00	3,561.19	(26.32)	3,534.87		(26.32)						(26.32)	624.87	
10-02 -21 -21900-2214	VRS HYBRID 401A	375.06	11.31	386.37	391.77	(2.90)	388.87		(2.90)						(2.90)	2.50	
10-02 -21 -21900-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	210.41	(5.84)	204.57	207.64	(1.54)	206.10		(1.54)						(1.54)	1.53	
10-02 -21 -21900-2218	VRS RET - DC Voluntary Employer	-		-	195.88	(1.44)	194.44		(1.44)						(1.44)	194.44	
10-02 -21 -21900-2220	VRS-HEALTH INSURANCE CREDIT	30.01	0.87	30.88	50.93	(0.38)	50.55		(0.38)						(0.38)	19.67	
10-02 -21 -21900-2310	HEALTH INSURANCE	7,072.08	831.20	7,903.28	7,570.80		7,570.80		-						-	(332.48)	
10-02 -21 -21900-2400	GROUP LIFE INSURANCE	491.33	14.30	505.63	524.97	(3.88)	521.09		(3.88)						(3.88)	15.46	
10-02 -21 -21900-2700	WORKMAN'S COMPENSATION	31.00	(3.72)	27.28	31.34	(0.23)	31.11		(0.23)						(0.23)	3.83	
10-02 -21 -21900-3157	CONSULTANT	2,401.00	15.00	2,416.00	2,416.00		2,416.00								-	-	
10-02 -21 -21900-5210	POSTAL SERVICES	192.00	58.00	250.00	250.00		250.00								-	-	
10-02 -21 -21900-5230	TELECOMMUNICATIONS	600.00		600.00	600.00		600.00								-	-	
10-02 -21 -21900-5510	MILEAGE	1,399.00	(405.00)	994.00	994.00		994.00								-	-	
10-02 -21 -21900-5530	LODGING & MEALS	2,052.00	(24.00)	2,028.00	2,328.00		2,328.00								-	300.00	
10-02 -21 -21900-5540	SEMINARS & TUITIONS	1,025.00	(5.00)	1,020.00	1,020.00		1,020.00								-	-	
10-02 -21 -21900-5810	DUES	590.00		590.00	590.00		590.00								-	-	
10-02 -21 -21900-6001	OFFICE SUPPLIES	532.00	118.00	650.00	468.47		468.47								-	(181.53)	
10-02 -21 -21900-6011	UNIFORMS & WEARING APPAREL	600.00	(600.00)	-			-								-	-	
10-02 -21 -21900-6012	PROMOTION SUPPLIES	1,870.00	(565.60)	1,304.40			-								-	(1,304.40)	
10-02 -21 -21900-6020	BOOKS & SUBSCRIPTIONS	-		-			-								-	-	
10-02 -21 -21900-8101	OFFICE EQUIPMENT	1,492.00	(1,362.00)	130.00	130.00		130.00								-	-	
10-02 -21 -21900-8102	OFFICE FURNITURE	-		-			-								-	-	
		64,166.53	(665.12)	63,501.41	63,505.00	(412.67)	63,092.33		(412.67)	-	-	-	-	(412.67)	(409.08)		
Dept: 21910	21910															Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	COMMISSIONER OF ACCOUNTS																
		Contingency Allocation for FY20 Original FY20 Operating OB after Cont Adj						Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Reductions to Operating Outside Organizations Other Adjs Total					
Account	Description	Budget	Items									Compensation	Reductions				
10-02 -21 -21910-5430	LEASE BUILDINGS	720.00		720.00	720.00		720.00								-	-	
		720.00	-	720.00	720.00	-	720.00		-	-	-	-	-	-	-	-	
Dept: 22100	22100															Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	COMMONWEALTH ATTORNEY																
		Contingency Allocation for FY20 Original FY20 Operating OB after Cont Adj						Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Reductions to Operating Outside Organizations Other Adjs Total					
Account	Description	Budget	Items									Compensation	Reductions				
10-02 -22 -22100-1215	CONSTITUTIONAL OFFICER	137,841.41		137,841.41	137,841.41		137,841.41		-						-	-	
10-02 -22 -22100-1455	CONSTITUTIONAL EMPLOYEES	39,232.58		39,232.58	38,089.88	1,535.03	39,624.91		1,535.03						1,535.03	392.33	

Madison County																	
FY21 Proposed Operating Expenditure Budget																	
General Fund																	
10-02 -22 -22100-1460	FULL-TIME OVERTIME	500.00		500.00	500.00	(500.00)	-	(500.00)					(500.00)	(500.00)			
10-02 -22 -22100-1545	ASST COMMONWEALTH ATTORNEY-GRANT	35,039.37		35,039.37	34,552.19	(229.37)	34,322.82	(229.37)					(229.37)	(716.55)			
10-02 -22 -22100-1546	ASST COMMONWEALTH ATTORNEY	33,351.98		33,351.98	35,205.60	(453.57)	34,752.03	(453.57)					(453.57)	1,400.05			
10-02 -22 -22100-1560	PART-TIME CLERICAL	24,111.27		24,111.27	24,980.00	(680.00)	24,300.00	(680.00)					(680.00)	188.73			
10-02 -22 -22100-2100	FICA	20,660.86		20,660.86	20,744.44	(309.03)	20,435.41	(309.03)					(309.03)	(225.45)			
10-02 -22 -22100-2210	VRS	11,771.66		11,771.66	14,597.41		14,597.41	-					-	2,825.75			
10-02 -22 -22100-2212	VRS HYBRID	7,576.72		7,576.72	9,803.48	77.37	9,880.85	77.37					77.37	2,304.13			
10-02 -22 -22100-2214	VRS HYBRID 401A	1,076.24		1,076.24	1,078.49	8.51	1,087.00	8.51					8.51	10.76			
10-02 -22 -22100-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	603.77		603.77	571.60	4.51	576.11	4.51					4.51	(27.66)			
10-02 -22 -22100-2218	VRS RET - DC Voluntary Employer	538.12		538.12	539.25	4.25	543.50	4.25					4.25	5.38			
10-02 -22 -22100-2310	HEALTH INSURANCE	20,332.08	1,983.60	22,315.68	22,712.40		22,712.40	-					-	396.72			
10-02 -22 -22100-2400	GROUP LIFE INSURANCE	3,215.60		3,215.60	3,292.25	11.41	3,303.66	11.41					11.41	88.06			
10-02 -22 -22100-2700	WORKMAN'S COMPENSATION	273.32		273.32	270.67	0.17	270.84	0.17					0.17	(2.48)			
10-02 -22 -22100-3313	MAINTENANCE - HARDWARE/SOFTWARE	1,000.00		1,000.00	1,000.00	(250.00)	750.00	(250.00)					(250.00)	(250.00)			
10-02 -22 -22100-3320	REPAIRS & MAINTENANCE-EQUIPMENT	1,000.00		1,000.00	1,000.00	(500.00)	500.00	(500.00)					(500.00)	(500.00)			
10-02 -22 -22100-3323	MAINTENANCE/SUPPORT CONTRACT	900.00		900.00	900.00		900.00	-					-	-			
10-02 -22 -22100-3610	ADVERTISING	125.00		125.00	125.00	(50.00)	75.00	(50.00)					(50.00)	(50.00)			
10-02 -22 -22100-5210	POSTAL SERVICES	900.00		900.00	900.00	(150.00)	750.00	(150.00)					(150.00)	(150.00)			
10-02 -22 -22100-5230	TELECOMMUNICATIONS	3,000.00		3,000.00	3,000.00	(500.00)	2,500.00	(500.00)					(500.00)	(500.00)			
10-02 -22 -22100-5510	MILEAGE	350.00		350.00	350.00	(50.00)	300.00	(50.00)					(50.00)	(50.00)			
10-02 -22 -22100-5530	LODGING & MEALS	750.00		750.00	1,700.00	(1,000.00)	700.00	(1,000.00)					(1,000.00)	(50.00)			
10-02 -22 -22100-5540	SEMINARS & TUITIONS	400.00		400.00	400.00		400.00	-					-	-			
10-02 -22 -22100-5810	DUES	1,500.00		1,500.00	1,500.00		1,500.00	-					-	-			
10-02 -22 -22100-6001	OFFICE SUPPLIES	3,000.00		3,000.00	3,000.00		3,000.00	-					-	-			
10-02 -22 -22100-6017	PROSECUTING ATTORNEY SUPPLIES	-		-	250.00	(175.00)	75.00	(175.00)					(175.00)	75.00			
10-02 -22 -22100-6020	BOOKS & SUBSCRIPTIONS	4,000.00		4,000.00	4,000.00		4,000.00	-					-	-			
10-02 -22 -22100-8101	OFFICE EQUIPMENT	1,000.00		1,000.00	1,000.00		1,000.00	-					-	-			
10-02 -22 -22100-8102	OFFICE FURNITURE	1,500.00		1,500.00	1,500.00	(500.00)	1,000.00	(500.00)					(500.00)	(500.00)			
10-02 -22 -22100-8103	IT EQUIPMENT	2,300.00		2,300.00	2,300.00		2,300.00	-					-	-			
		357,849.98	1,983.60	359,833.58	367,704.07	(3,705.72)	363,998.35	(530.72)	(3,175.00)	-	-		(3,705.72)	4,164.77			
Dept: 31200	SHERIFF													Change - Adjusted FY20 OB vs Revised Proposed FY21			
Dept: Name																	

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -31 -31200-2310	HEALTH INSURANCE	155,884.56	36,906.60	192,791.16	214,305.84	7,173.72	221,479.56		7,173.72				7,173.72	28,688.40	
10-03 -31 -31200-2400	GROUP LIFE INSURANCE	15,097.64		15,097.64	15,988.97	(352.61)	15,636.36		(352.61)				(352.61)	538.72	
10-03 -31 -31200-2700	WORKMAN'S COMPENSATION	29,092.79		29,092.79	30,494.26	(692.40)	29,801.86		(692.40)				(692.40)	709.07	
10-03 -31 -31200-3110	EMPLOYEE MEDICAL EXPENSES	600.00		600.00			-		-				-	(600.00)	
10-03 -31 -31200-3117	CARE & MAINTENANCE OF K-9	2,500.00		2,500.00	5,000.00		5,000.00		-				-	2,500.00	
10-03 -31 -31200-3145	DATA PROCESSING SERVICES	2,000.00		2,000.00	2,000.00		2,000.00		-				-	-	
10-03 -31 -31200-3150	LEGAL SERVICES & EXPENSES	1,600.00		1,600.00	1,600.00		1,600.00		-				-	-	
10-03 -31 -31200-3166	TRAINING SERVICES	22,080.00		22,080.00	22,700.00		22,700.00		-				-	620.00	
10-03 -31 -31200-3323	MAINTENANCE/SUPPORT CONTRACT	12,100.00		12,100.00	13,450.00		13,450.00		-				-	1,350.00	
10-03 -31 -31200-3610	ADVERTISING	250.00		250.00	250.00		250.00		-				-	-	
10-03 -31 -31200-5130	WATER & SEWER	960.00		960.00	960.00		960.00		-				-	-	
10-03 -31 -31200-5210	POSTAL SERVICES	1,500.00		1,500.00	1,800.00		1,800.00		-				-	300.00	
10-03 -31 -31200-5230	TELECOMMUNICATIONS	25,000.00		25,000.00	28,500.00		28,500.00		-				-	3,500.00	
10-03 -31 -31200-5305	INSURANCE-VEHICLE	16,140.00		16,140.00	15,991.85		15,991.85		-				-	(148.15)	
10-03 -31 -31200-5510	MILEAGE	300.00		300.00	300.00		300.00		-				-	-	
10-03 -31 -31200-5530	LODGING & MEALS	4,200.00		4,200.00	9,900.00		9,900.00		-				-	5,700.00	
10-03 -31 -31200-5540	SEMINARS & TUITIONS	4,270.00		4,270.00	5,970.00		5,970.00		-				-	1,700.00	
10-03 -31 -31200-5810	DUES	1,575.00		1,575.00	1,575.00		1,575.00		-				-	-	
10-03 -31 -31200-6001	OFFICE SUPPLIES	8,700.00		8,700.00	8,700.00		8,700.00		-				-	-	
10-03 -31 -31200-6008	VEHICLE/EQUIPMENT FUEL	90,000.00		90,000.00	90,000.00	(17,461.00)	72,539.00		(17,461.00)				(17,461.00)	(17,461.00)	
10-03 -31 -31200-6009	VEHICLE/EQUIPMENT MAINTENANCE	40,500.00		40,500.00	52,500.00		52,500.00		-				-	12,000.00	
10-03 -31 -31200-6010	POLICE SUPPLIES	40,665.00		40,665.00	87,145.00	(5,600.00)	81,545.00		(5,600.00)				(5,600.00)	40,880.00	
10-03 -31 -31200-6011	UNIFORMS & WEARING APPAREL	12,000.00		12,000.00	14,600.00		14,600.00		-				-	2,600.00	
10-03 -31 -31200-6020	BOOKS & SUBSCRIPTIONS	3,000.00		3,000.00	3,000.00		3,000.00		-				-	-	
10-03 -31 -31200-7001	BLUE RIDGE TASK FORCE	8,500.00		8,500.00	4,000.00		4,000.00		-				-	(4,500.00)	
10-03 -31 -31200-8101	OFFICE EQUIPMENT	3,600.00		3,600.00	3,600.00		3,600.00		-				-	-	
10-03 -31 -31200-8103	IT EQUIPMENT	5,500.00		5,500.00	12,400.00		12,400.00		-				-	6,900.00	
10-03 -31 -31200-8104	COMMUNICATIONS EQUIPMENT	7,370.00		7,370.00	16,343.00		16,343.00		-				-	8,973.00	
10-03 -31 -31200-8106	MOTOR VEHICLES (cap budget)	-		-			-		-				-	-	
		2,040,033.68	54,322.94	2,094,356.62	2,306,101.16	(56,140.31)	2,249,960.85		(33,079.31)	(23,061.00)	-	-	(56,140.31)	155,604.23	
Dept: 31400														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	PUBLIC SAFETY														

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -31 -31400-5810	DUES	175.00		175.00	175.00		175.00						-	-	
10-03 -31 -31400-5820	EMERGENCY EVENT EXPENSES	4,000.00		4,000.00	4,000.00		4,000.00						-	-	
10-03 -31 -31400-6001	OFFICE SUPPLIES	900.00		900.00	900.00		900.00						-	-	
10-03 -31 -31400-6008	VEHICLE/EQUIPMENT FUEL	1,750.00		1,750.00	1,750.00		1,750.00						-	-	
10-03 -31 -31400-6009	VEHICLE/EQUIPMENT MAINTENANCE	1,250.00		1,250.00	1,500.00		1,500.00						-	250.00	
10-03 -31 -31400-6011	UNIFORMS & WEARING APPAREL	1,200.00		1,200.00	1,200.00		1,200.00						-	-	
10-03 -31 -31400-6014	HAZARDOUS MATLS TRAILER SUPPLIES	3,000.00		3,000.00	3,000.00	(690.00)	2,310.00		(690.00)			(690.00)	(690.00)	(690.00)	
10-03 -31 -31400-6020	BOOKS & SUBSCRIPTIONS	100.00		100.00	100.00		100.00						-	-	
10-03 -31 -31400-8101	OFFICE EQUIPMENT	-		-	1,000.00		1,000.00						-	1,000.00	
10-03 -31 -31400-8103	IT EQUIPMENT	1,000.00		1,000.00	750.00		750.00						-	(250.00)	
10-03 -31 -31400-8104	COMMUNICATIONS EQUIPMENT	750.00		750.00	-		-						-	(750.00)	
10-03 -31 -31400-8106	MOTOR VEHICLES	-		-	-		-						-	-	
10-03 -31 -31400-8108	EQUIPMENT - OTHER	-		-	3,530.00		3,530.00						-	3,530.00	
		51,015.68	-	51,015.68	69,490.57	(921.22)	68,569.35		(231.22)	(690.00)	-	-	(921.22)	17,553.67	
Dept: 31401														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	EMERGENCY OPERATIONS CENTER														
			Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020								
Account	Description	FY20 Original Budget						Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-03 -31 -31401-1310	DIRECTOR	59,647.30		59,647.30	67,871.00	(4,111.85)	63,759.15	(4,111.85)				(4,111.85)	4,111.85		
10-03 -31 -31401-1460	FULL-TIME OVERTIME	7,170.86		7,170.86	6,210.32	(135.90)	6,074.42	(135.90)				(135.90)	(1,096.44)		
10-03 -31 -31401-1610	911 DISPATCHERS	257,289.87		257,289.87	262,469.86	(4,172.80)	258,297.06	(4,172.80)				(4,172.80)	1,007.19		
10-03 -31 -31401-1740	DISPATCHERS COMP BOARD	202,872.27		202,872.27	217,616.97	(7,083.00)	210,533.97	(7,083.00)				(7,083.00)	7,661.70		
10-03 -31 -31401-1900	PROJ ACCUMULATED LEAVE PAYOUT	-		-	-		-	-				-	-		
10-03 -31 -31401-2100	FICA	40,313.99		40,313.99	42,393.86	(3,630.85)	38,763.01	(3,630.85)				(3,630.85)	(1,550.98)		
10-03 -31 -31401-2210	VRS	38,209.00		38,209.00	39,417.47	(1,524.38)	37,893.09	(1,524.38)				(1,524.38)	(315.91)		
10-03 -31 -31401-2212	VRS HYBRID	5,270.12		5,270.12	16,314.67	(89.25)	16,225.42	(89.25)				(89.25)	10,955.30		
10-03 -31 -31401-2214	VRS HYBRID 401A	723.97		723.97	1,757.43	(9.73)	1,747.70	(9.73)				(9.73)	1,023.73		
10-03 -31 -31401-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	406.15		406.15	931.45	(5.17)	926.28	(5.17)				(5.17)	520.13		
10-03 -31 -31401-2218	VRS RET - DC Voluntary Employer	188.64		188.64	539.16	(4.08)	535.08	(4.08)				(4.08)	346.44		
10-03 -31 -31401-2220	VRS-HEALTH INSURANCE CREDIT	253.55		253.55	339.77	(10.43)	329.34	(10.43)				(10.43)	75.79		
10-03 -31 -31401-2310	HEALTH INSURANCE	93,374.88	27,731.58	121,106.46	122,035.55	(1,902.19)	120,133.36	(1,902.19)				(1,902.19)	(973.10)		
10-03 -31 -31401-2400	GROUP LIFE INSURANCE	6,809.50		6,809.50	6,366.91	(197.30)	6,169.61	(197.30)				(197.30)	(639.89)		
10-03 -31 -31401-2700	WORKMAN'S COMPENSATION	434.00		434.00	441.67	(12.37)	429.30	(12.37)				(12.37)	(4.70)		
10-03 -31 -31401-3315	SIGN INSTALLATION & MAINTENANCE	2,500.00		2,500.00	3,500.00		3,500.00					-	1,000.00		
10-03 -31 -31401-3320	REPAIRS & MAINTENANCE-EQUIPMENT	1,500.00		1,500.00	1,500.00		1,500.00					-	-		
10-03 -31 -31401-3321	Maint & Support - Century Link	23,271.38		23,271.38	7,000.00		7,000.00					-	(16,271.38)		
10-03 -31 -31401-3322	Maint & Support - GEOCOMM	8,500.00		8,500.00	13,000.00		13,000.00					-	4,500.00		
10-03 -31 -31401-3323	MAINT/SUPPORT-OTHER	21,500.00		21,500.00	21,500.00	(500.00)	21,000.00		(500.00)			(500.00)	(500.00)		
10-03 -31 -31401-3324	MAINT/SUPPORT-COMMUNICATION EQPT	28,840.00		28,840.00	28,840.00		28,840.00		-			-	-		
10-03 -31 -31401-3329	Active 911 Service	1,800.00		1,800.00	1,800.00		1,800.00		-			-	-		
10-03 -31 -31401-3610	ADVERTISING	900.00		900.00	1,200.00	(200.00)	1,000.00		(200.00)			(200.00)	100.00		
10-03 -31 -31401-5210	POSTAL SERVICES	100.00		100.00	100.00	(50.00)	50.00		(50.00)			(50.00)	(50.00)		
10-03 -31 -31401-5230	TELECOMMUNICATIONS	700.00		700.00	700.00	(50.00)	650.00		(50.00)			(50.00)	(50.00)		

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -31 -31401-5231	WIRE LINE TRUNKS-911	15,765.00		15,765.00	50,386.92		50,386.92		-				-		34,621.92
10-03 -31 -31401-5233	ADM OF LINES & LONG DISTANCE	6,000.00		6,000.00	6,000.00		6,000.00		-				-		-
10-03 -31 -31401-5234	CODE RED ALERT SYSTEM	11,250.00		11,250.00	11,250.00		11,250.00		-				-		-
10-03 -31 -31401-5305	INSURANCE-VEHICLE	480.00		480.00	456.91		456.91		-				-		(23.09)
10-03 -31 -31401-5410	LEASE OFFICE EQUIPMENT	1,000.00		1,000.00	1,900.00	(900.00)	1,000.00		(900.00)				(900.00)		-
10-03 -31 -31401-5530	LODGING & MEALS	500.00		500.00	500.00	(200.00)	300.00		(200.00)				(200.00)		(200.00)
10-03 -31 -31401-5540	SEMINARS & TUITIONS	500.00		500.00	500.00	(200.00)	300.00		(200.00)				(200.00)		(200.00)
10-03 -31 -31401-5810	DUES	9,400.00		9,400.00	11,500.00	(1,100.00)	10,400.00		(1,100.00)				(1,100.00)		1,000.00
10-03 -31 -31401-6001	OFFICE SUPPLIES	1,000.00		1,000.00	1,000.00	(500.00)	500.00		(500.00)				(500.00)		(500.00)
10-03 -31 -31401-6008	VEHICLE/EQUIPMENT FUEL	1,250.00		1,250.00	1,250.00	(200.00)	1,050.00		(200.00)				(200.00)		(200.00)
10-03 -31 -31401-6009	VEHICLE/EQUIPMENT MAINTENANCE	500.00		500.00	500.00		500.00		-				-		-
10-03 -31 -31401-6011	UNIFORMS & WEARING APPAREL	1,250.00		1,250.00	1,400.00		1,400.00		-				-		150.00
10-03 -31 -31401-8101	OFFICE EQUIPMENT	1,600.00		1,600.00	1,600.00	(200.00)	1,400.00		(200.00)				(200.00)		(200.00)
10-03 -31 -31401-8102	OFFICE FURNITURE	1,000.00		1,000.00	1,000.00		1,000.00		-				-		-
10-03 -31 -31401-8103	IT EQUIPMENT	6,000.00		6,000.00	6,000.00	(3,000.00)	3,000.00		(3,000.00)				(3,000.00)		(3,000.00)
10-03 -31 -31401-8104	COMMUNICATIONS EQUIPMENT	-		-	3,500.00	(2,000.00)	1,500.00		(2,000.00)				(2,000.00)		1,500.00
10-03 -31 -31401-8106	MOTOR VEHICLES	-		-			-						-		-
		860,070.48	27,731.58	887,802.06	962,589.92	(31,989.30)	930,600.62		(22,889.30)	(9,100.00)	-	-	(31,989.30)		42,798.56
Dept:	32200													Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	MADISON VOLUNTEER FIRE DEPARTMENT														
		FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
Account	Description														
10-03 -32 -32200-5640	GENERAL CONTRIBUTION REQUEST	82,000.00		82,000.00	82,000.00		82,000.00						-		-
10-03 -32 -32200-5641	FIRE PROGRAM FUND	44,880.00		44,880.00	44,880.00		44,880.00						-		-
		126,880.00	-	126,880.00	126,880.00	-	126,880.00		-	-	-	-	-		-
Dept:	32300													Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	RESCUE SQUAD SERVICE														
		FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
Account	Description														
10-03 -32 -32300-5440	LEASE - AMBULANCE USE	100,000.00		100,000.00	100,000.00	(25,000.00)	75,000.00				(25,000.00)		(25,000.00)		(25,000.00)
10-03 -32 -32300-5642	FOUR-FOR-LIFE PROGRAM	15,000.00		15,000.00	15,000.00		15,000.00						-		-
		115,000.00	-	115,000.00	115,000.00	(25,000.00)	90,000.00		-	-	(25,000.00)	-	(25,000.00)		(25,000.00)
Dept:	32400													Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	THOMAS JEFFERSON EMS COUNCIL														
		FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
Account	Description														
10-03 -32 -32400-5640	GENERAL CONTRIBUTION REQUEST	7,743.00		7,743.00	7,743.00	-	7,743.00						-		-

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
		7,743.00	-	7,743.00	7,743.00	-	7,743.00		-	-	-	-	-	-	
Dept: 32600														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name EMS															

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -32 -32600-8106	MOTOR VEHICLES	-		-			-		-				-		-
10-03 -32 -32600-8108	EQUIPMENT-OTHER	-		-	11,000.00		11,000.00		-				-		11,000.00
10-03 -32 -32600-8236	Tenant Leasehold Improvements	-		-	500.00		500.00						-		500.00
		1,748,303.61	249,672.08	1,997,975.69	2,074,510.13	(28,512.98)	2,045,997.15		(23,312.98)	(5,200.00)	-	-	(28,512.98)		48,021.46
Dept: 33300		33300 JUVENILE PROBATION												Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -33 -33300-3191	COUNSELING/RESIDENTIAL SERVICES	6,060.00		6,060.00	6,060.00	(1,060.00)	5,000.00			(1,060.00)			(1,060.00)		(1,060.00)
10-03 -33 -33300-5210	POSTAL SERVICES	200.00		200.00	300.00		300.00						-		100.00
10-03 -33 -33300-5230	TELECOMMUNICATIONS	750.00		750.00	750.00		750.00						-		-
10-03 -33 -33300-5510	MILEAGE	1,500.00		1,500.00	1,500.00		1,500.00						-		-
10-03 -33 -33300-5530	LODGING & MEALS	500.00		500.00	500.00		500.00						-		-
10-03 -33 -33300-5540	SEMINARS & TUITIONS	500.00		500.00	500.00		500.00						-		-
10-03 -33 -33300-5891	CRIME PREVENTION GRANT	8,079.00		8,079.00	8,079.00		8,079.00						-		-
10-03 -33 -33300-6001	OFFICE SUPPLIES	700.00		700.00	750.00		750.00						-		50.00
10-03 -33 -33300-8101	OFFICE EQUIPMENT	2,200.00		2,200.00	2,200.00		2,200.00						-		-
		20,489.00	-	20,489.00	20,639.00	(1,060.00)	19,579.00		-	(1,060.00)	-	-	(1,060.00)		(910.00)
Dept: 33400		33400 CONFINEMENT OF PRISONERS												Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -33 -33400-3111	INMATE MEDICAL EXPENSES	200.00		200.00	200.00		200.00						-		-
10-03 -33 -33400-3820	HOUSING OF INMATES	200.00		200.00	200.00		200.00						-		-
		400.00	-	400.00	400.00	-	400.00		-	-	-	-	-		-
Dept: 33401		33401 REGIONAL JAIL												Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -33 -33401-1110	MEMBERS	1,000.00		1,000.00	1,000.00		1,000.00						-		-
10-03 -33 -33401-2100	FICA	76.50		76.50	76.50		76.50						-		-
10-03 -33 -33401-3111	INMATE MEDICAL EXPENSES	65,232.00		65,232.00	87,920.00		87,920.00						-		22,688.00
10-03 -33 -33401-7002	CENTRAL VIRGINIA REGIONAL JAIL	838,059.00		838,059.00	925,655.00		925,655.00						-		87,596.00
		904,367.50	-	904,367.50	1,014,651.50	-	1,014,651.50		-	-	-	-	-		110,284.00
Dept: 33402		33402 JUVENILE DETENTION												Change - Adjusted	
Dept: Name															

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -34 -34100-5530	LODGING & MEALS	300.00		300.00	400.00	(100.00)	300.00			(100.00)			(100.00)	-	
10-03 -34 -34100-5540	SEMINARS & TUITIONS	250.00		250.00	250.00		250.00			-			-	-	
10-03 -34 -34100-5810	DUES	535.00		535.00	500.00		500.00			-			-	(35.00)	
10-03 -34 -34100-6001	OFFICE SUPPLIES	950.00		950.00	1,000.00	(300.00)	700.00			(300.00)			(300.00)	(250.00)	
10-03 -34 -34100-6008	VEHICLE/EQUIPMENT FUEL	3,200.00		3,200.00	3,200.00	(250.00)	2,950.00			(250.00)			(250.00)	(250.00)	
10-03 -34 -34100-6009	VEHICLE/EQUIPMENT MAINTENANCE	2,000.00		2,000.00	2,000.00	(300.00)	1,700.00			(300.00)			(300.00)	(300.00)	
10-03 -34 -34100-6011	UNIFORMS & WEARING APPAREL	350.00		350.00	250.00	(100.00)	150.00			(100.00)			(100.00)	(200.00)	
10-03 -34 -34100-6020	BOOKS & SUBSCRIPTIONS	450.00		450.00	600.00	(150.00)	450.00			(150.00)			(150.00)	-	
10-03 -34 -34100-6023	FORMS	300.00		300.00	300.00		300.00			-			-	-	
10-03 -34 -34100-8101	OFFICE EQUIPMENT	430.00		430.00	450.00		450.00			-			-	20.00	
10-03 -34 -34100-8102	OFFICE FURNITURE	150.00		150.00	150.00	(150.00)	-			(150.00)			(150.00)	(150.00)	
10-03 -34 -34100-8103	IT EQUIPMENT	1,100.00		1,100.00	1,000.00	(350.00)	650.00			(350.00)			(350.00)	(450.00)	
10-03 -34 -34100-8106	MOTOR VEHICLES	-		-	-		-			-			-	-	
10-03 -34 -34100-8108	EQUIPMENT-OTHER	50.00		50.00	-		-			-			-	(50.00)	
		259,781.94	4,282.32	264,064.26	248,104.62	(3,648.18)	244,456.44			(1,648.18)	(2,000.00)	-	-	(3,648.18)	(19,607.82)
Dept: 34270															Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	VA BUILDING PERMIT FEE														
		FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -34 -34270-3810	VIRGINIA BUILDING PERMIT FEES	2,500.00		2,500.00	2,500.00		2,500.00						-	-	
		2,500.00	-	2,500.00	2,500.00	-	2,500.00		-	-	-	-	-	-	
Dept: 35102															Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	ANIMAL SHELTER														
		FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -35 -35102-XXXX	PT Animal Shelter Manager	-		-	37,500.00		37,500.00		-				-	37,500.00	
10-03 -35 -35102-1510	ANIMAL SHELTER ASSISTANTS	-		-	51,732.00	(1,139.90)	50,592.10		(1,139.90)				(1,139.90)	50,592.10	
10-03 -35 -35102-2100	FICA	-		-	6,826.26	(87.21)	6,739.05		(87.21)				(87.21)	6,739.05	
10-03 -35 -35102-2700	WORKMAN'S COMPENSATION	-		-	1,133.25	(14.48)	1,118.77		(14.48)				(14.48)	1,118.77	
10-03 -35 -35102-3110	EMPLOYEE MEDICAL EXPENSES	-		-	900.00		900.00						-	900.00	
10-03 -35 -35102-3118	VETERINARIAN MEDICAL EXPENSES	-		-	45,000.00	(1,000.00)	44,000.00			(1,000.00)			(1,000.00)	44,000.00	
10-03 -35 -35102-3166	TRAINING SERVICES	-		-	100.00		100.00			-			-	100.00	
10-03 -35 -35102-3310	REPAIRS & MAINTENANCE-BUILDINGS	-		-	500.00		500.00			-			-	500.00	
10-03 -35 -35102-3610	ADVERTISING	-		-	250.00		250.00			-			-	250.00	
10-03 -35 -35102-5110	ELECTRICITY	-		-	4,900.00		4,900.00			-			-	4,900.00	
10-03 -35 -35102-5230	TELECOMMUNICATIONS	-		-	2,624.56		2,624.56			-			-	2,624.56	
10-03 -35 -35102-5305	INSURANCE-VEHICLE	-		-	456.91		456.91			-			-	456.91	
10-03 -35 -35102-5810	DUES	-		-	100.00		100.00			-			-	100.00	
10-03 -35 -35102-6001	OFFICE SUPPLIES	-		-	900.00	(100.00)	800.00			(100.00)			(100.00)	800.00	
10-03 -35 -35102-6003	FEED & ANIMAL CARE SUPPLIES	-		-	2,500.00		2,500.00			-			-	2,500.00	

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -35 -35102-6004	ANIMAL CARE MEDICAL SUPPLIES	-		-	4,000.00		4,000.00			-			-	4,000.00	
10-03 -35 -35102-6005	CLEANING & JANITORIAL SUPPLIES	-		-	3,200.00	(200.00)	3,000.00			(200.00)			(200.00)	3,000.00	
10-03 -35 -35102-6008	VEHICLE/EQUIPMENT FUEL	-		-	900.00	(100.00)	800.00			(100.00)			(100.00)	800.00	
10-03 -35 -35102-6009	VEHICLE/EQUIPMENT MAINTENANCE	-		-	450.00		450.00			-			-	450.00	
10-03 -35 -35102-8108	EQUIPMENT-OTHER	-		-	1,250.00	(250.00)	1,000.00			(250.00)			(250.00)	1,000.00	
		-	-	-	165,222.98	(2,891.59)	162,331.39		(1,241.59)	(1,650.00)	-	-	(2,891.59)	162,331.39	
Dept: 35103														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name		ANIMAL CONTROL ONLY (FY20 includes Shelter)													

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-03 -35 -35103-8104	COMMUNICATIONS EQUIPMENT	140.00		140.00	140.00		140.00			-			-		-
10-03 -35 -35103-8108	EQUIPMENT-OTHER	2,500.00		2,500.00	750.00		750.00						-		(1,750.00)
		257,663.40	3,110.28	260,773.68	165,089.00	(4,303.56)	160,785.44		(3,703.56)	(600.00)		-	-	(4,303.56)	(99,988.24)
Dept:	35300														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	MEDICAL EXAMINER														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -35 -35300-3112	MEDICAL EXAMINER EXPENSES	500.00	2,238.45	2,738.45	500.00		500.00						-		(2,238.45)
10-03 -35 -35300-3115	HUMAN BODY DISPOSITION	-		-	-		-						-		-
		500.00	2,238.45	2,738.45	500.00	-	500.00		-	-	-	-	-		(2,238.45)
Dept:	35600														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	SERVICES TO ABUSED FAMILIES														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -35 -35600-5640	GENERAL CONTRIBUTION REQUEST	1,000.00		1,000.00	1,000.00		1,000.00						-		-
		1,000.00	-	1,000.00	1,000.00	-	1,000.00		-	-	-	-	-		-
Dept:	35700														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	LINE OF DUTY ACT														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -35 -35700-2800	LODA FUND PAYMENT	44,200.00		44,200.00	50,458.28		50,458.28						-		6,258.28
		44,200.00	-	44,200.00	50,458.28	-	50,458.28		-	-	-	-	-		6,258.28
Dept:	35800														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name	Foothills Child Advocacy Center														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total		
10-03 -35 -35800-5640	GENERAL CONTRIBUTION REQUEST	2,400.00		2,400.00	2,400.00		2,400.00						-		-
		2,400.00	-	2,400.00	2,400.00	-	2,400.00		-	-	-	-	-		-
Dept:	42400														Change - Adjusted
Dept: Name	TRANSFER STATION & RECYCLING CTR														

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															

Madison County														
FY21 Proposed Operating Expenditure Budget														
General Fund														
10-04 -42 -43200-2310	HEALTH INSURANCE	20,626.80	560.56	21,187.36	22,712.40		22,712.40	-				-	1,525.04	
10-04 -42 -43200-2400	GROUP LIFE INSURANCE	1,510.28		1,510.28	1,652.21	(26.95)	1,625.26	(26.95)				(26.95)	114.98	
10-04 -42 -43200-2700	WORKMAN'S COMPENSATION	1,996.91		1,996.91	2,114.95	(35.06)	2,079.89	(35.06)				(35.06)	82.98	
10-04 -42 -43200-3165	OUTSIDE SERVICES	36,000.00		36,000.00	36,000.00		36,000.00					-	-	
10-04 -42 -43200-3166	TRAINING SERVICES	250.00		250.00	250.00		250.00					-	-	
10-04 -42 -43200-3310	REPAIRS & MAINTENANCE-BUILDINGS	45,000.00		45,000.00	45,000.00	(6,000.00)	39,000.00	(6,000.00)				(6,000.00)	(6,000.00)	
10-04 -42 -43200-3320	REPAIRS & MAINTENANCE-EQUIPMENT	500.00		500.00	500.00		500.00	-				-	-	
10-04 -42 -43200-3323	MAINTENANCE/SUPPORT CONTRACT	31,500.00		31,500.00	37,500.00		37,500.00	-				-	6,000.00	
10-04 -42 -43200-3610	ADVERTISING	300.00		300.00	300.00		300.00	-				-	-	
10-04 -42 -43200-5110	ELECTRICITY	112,000.00		112,000.00	112,000.00	(2,000.00)	110,000.00	(2,000.00)				(2,000.00)	(2,000.00)	
10-04 -42 -43200-5120	HEATING SERVICES	21,000.00		21,000.00	21,000.00	(1,000.00)	20,000.00	(1,000.00)				(1,000.00)	(1,000.00)	
10-04 -42 -43200-5130	WATER & SEWER	13,000.00		13,000.00	13,000.00		13,000.00	-				-	-	
10-04 -42 -43200-5230	TELECOMMUNICATIONS	70,000.00		70,000.00	75,000.00		75,000.00	-				-	5,000.00	
10-04 -42 -43200-5240	ALARM SYSTEM	4,000.00		4,000.00	4,000.00		4,000.00	-				-	-	
10-04 -42 -43200-5305	INSURANCE-VEHICLE	1,920.00		1,920.00	1,827.64		1,827.64	-				-	(92.36)	
10-04 -42 -43200-5306	INSURANCE-PROPERTY	13,030.00		13,030.00	12,906.00		12,906.00	-				-	(124.00)	
10-04 -42 -43200-5307	INSURANCE-GENERAL LIABILITY	7,945.00		7,945.00	7,871.00		7,871.00	-				-	(74.00)	
10-04 -42 -43200-5308	INSURANCE-BOILER & MACHINERY	1,410.00		1,410.00	1,376.00		1,376.00	-				-	(34.00)	
10-04 -42 -43200-5309	INSURANCE-PUBLIC OFFICIALS LIAB	6,260.00		6,260.00	4,819.00		4,819.00	-				-	(1,441.00)	
10-04 -42 -43200-5310	INSURANCE-INCREASED LIMITS	2,445.00		2,445.00	3,674.00		3,674.00	-				-	1,229.00	
10-04 -42 -43200-5311	INSURANCE-CRIME	765.00		765.00	750.00		750.00	-				-	(15.00)	
10-04 -42 -43200-5312	INSURANCE-ADM FEE	1,225.00		1,225.00	1,225.00		1,225.00	-				-	-	
10-04 -42 -43200-5420	LEASE UNIFORMS & MATS	6,000.00		6,000.00	6,000.00		6,000.00	-				-	-	
10-04 -42 -43200-5510	MILEAGE	300.00		300.00	300.00		300.00	-				-	-	
10-04 -42 -43200-5530	LODGING & MEALS	100.00		100.00	100.00		100.00	-				-	-	
10-04 -42 -43200-5810	DUES	100.00		100.00	100.00		100.00	-				-	-	
10-04 -42 -43200-6001	OFFICE SUPPLIES	100.00		100.00	100.00		100.00	-				-	-	
10-04 -42 -43200-6005	CLEANING & JANITORIAL SUPPLIES	6,000.00		6,000.00	6,000.00		6,000.00	-				-	-	
10-04 -42 -43200-6007	REPAIRS & MAINTENANCE-SUPPLIES	6,500.00		6,500.00	6,500.00	(1,000.00)	5,500.00	(1,000.00)				(1,000.00)	(1,000.00)	
10-04 -42 -43200-6008	VEHICLE/EQUIPMENT FUEL	3,000.00		3,000.00	3,500.00		3,500.00	-				-	500.00	
10-04 -42 -43200-6009	VEHICLE/EQUIPMENT MAINTENANCE	5,000.00		5,000.00	5,000.00		5,000.00	-				-	-	
10-04 -42 -43200-6011	UNIFORMS & WEARING APPAREL	640.00		640.00	640.00		640.00	-				-	-	
10-04 -42 -43200-8107	TOOLS & RELATED EQUIPMENT	1,000.00		1,000.00	1,000.00		1,000.00	-				-	-	
10-04 -42 -43200-8108	EQUIPMENT-OTHER	5,000.00		5,000.00	5,000.00		5,000.00	-				-	-	
10-04 -42 -43200-8112	HVAC REPLACEMENTS (Cap Budg)	-		-	-		-	-				-	-	
10-04 -42 -43200-8115	Equipment replacement (cap bud)	-		-	-		-	-				-	-	
10-04 -42 -43200-8116	Parking Lot Paving (cap budg)	-		-	-		-	-				-	-	
10-04 -42 -43200-8XXX	Estes House Parking Lot Paving	-		-	4,400.00		4,400.00	-				-	4,400.00	
10-04 -42 -43200-8241	Timberland Reseeding	37,144.20		37,144.20	-		-					-	(37,144.20)	
		599,129.36	560.56	599,689.92	596,271.19	(12,885.36)	583,385.83	(2,885.36)	(10,000.00)	-	-	(12,885.36)	(16,304.09)	
Dept:	51100													Change -
Dept: Name	MADISON HEALTH DEPARTMENT													Adjusted

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															

Madison County																	
FY21 Proposed Operating Expenditure Budget																	
General Fund																	
10-07 -71 -71100-2212	VRS HYBRID	2,741.42		2,741.42	3,573.19	(134.11)	3,439.08	(134.11)					(134.11)	697.66			
10-07 -71 -71100-2214	VRS HYBRID 401A	363.58		363.58	393.09	(14.75)	378.34	(14.75)					(14.75)	14.76			
10-07 -71 -71100-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	203.97		203.97	208.34	(7.82)	200.52	(7.82)					(7.82)	(3.45)			
10-07 -71 -71100-2218	VRS RET - DC Voluntary Employer	-		-	196.55	(7.38)	189.17	(7.38)					(7.38)	189.17			
10-07 -71 -71100-2220	VRS-HEALTH INSURANCE CREDIT	60.80		60.80	110.26	(5.73)	104.53	(5.73)					(5.73)	43.73			
10-07 -71 -71100-2310	HEALTH INSURANCE	15,212.88	4,857.72	20,070.60	21,601.68	-	21,601.68	-					-	1,531.08			
10-07 -71 -71100-2400	GROUP LIFE INSURANCE	995.62		995.62	458.00	619.46	1,077.46	619.46					619.46	81.84			
10-07 -71 -71100-2700	WORKMAN'S COMPENSATION	1,852.00		1,852.00	2,095.58	(110.06)	1,985.52	(110.06)					(110.06)	133.52			
10-07 -71 -71100-5640	GENERAL CONTRIBUTION REQUEST	241,200.00		241,200.00	251,690.00	(5,245.00)	246,445.00			(5,245.00)			(5,245.00)	5,245.00			
		355,832.14	4,857.72	360,689.86	382,877.37	(11,064.39)	371,812.98	(5,819.39)	-	(5,245.00)	-		(11,064.39)	11,123.12			
Dept:	72601												Change - Adjusted FY20 OB vs Revised Proposed FY21				
Dept: Name	BOYS AND GIRLS CLUB																
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total					
10-07 -72 -72601-5640	GENERAL CONTRIBUTION REQUEST	2,000.00		2,000.00	2,000.00		2,000.00					-		-			
		2,000.00	-	2,000.00	2,000.00	-	2,000.00	-	-	-	-	-		-			
Dept:	72602													Change - Adjusted FY20 OB vs Revised Proposed FY21			
Dept: Name	SENIOR CENTER																
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total					
10-07 -72 -72602-5640	GENERAL CONTRIBUTION REQUEST	500.00		500.00	500.00		500.00					-			-		
		500.00	-	500.00	500.00	-	500.00	-	-	-	-	-			-		
Dept:	72604														Change - Adjusted FY20 OB vs Revised Proposed FY21		
Dept: Name	MADISON COUNTY FAIR																
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total					
10-07 -72 -72604-5640	GENERAL CONTRIBUTION REQUEST	500.00		500.00	500.00		500.00					-				-	
		500.00	-	500.00	500.00	-	500.00	-	-	-	-	-				-	
Dept:	73100															Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	MADISON LIBRARY																
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total					
10-07 -73 -73100-5640	GENERAL CONTRIBUTION REQUEST	143,600.00		143,600.00	154,000.00		154,000.00					-					10,400.00
		143,600.00	-	143,600.00	154,000.00	-	154,000.00	-	-	-	-	-					10,400.00

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
Dept: 81100														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name PLANNING COMMISSION															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adj's	Total		
10-08 -81 -81100-3166	TRAINING SERVICES	1,500.00		1,500.00	1,500.00		1,500.00						-		-
10-08 -81 -81100-3213	COMMITTEE MEMBERS	10,440.00		10,440.00	10,440.00		10,440.00						-		-
10-08 -81 -81100-3214	COMMITTEE CLERICAL	1,900.00		1,900.00	1,900.00		1,900.00						-		-
10-08 -81 -81100-6001	OFFICE SUPPLIES	500.00		500.00	300.00		300.00						-		(200.00)
10-08 -81 -81100-8103	IT EQUIPMENT	300.00		300.00	-		-						-		(300.00)
		14,640.00	-	14,640.00	14,140.00	-	14,140.00		-	-	-	-	-		(500.00)
Dept: 81101														Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name ZONING & PLANNING															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020		Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adj's	Total		
10-08 -81 -81101-1310	ZONING ADMINISTRATOR	62,901.44		62,901.44	77,828.00	(6,414.00)	71,414.00		(6,414.00)				(6,414.00)		8,512.56
10-08 -81 -81101-1420	ASSISTANT ZONING ADMINISTRATOR	42,242.74		42,242.74	42,000.00		42,000.00		-				-		(242.74)
10-08 -81 -81101-1560	PART-TIME CLERICAL	200.00		200.00	200.00		200.00		-				-		-
10-08 -81 -81101-1900	PROJ ACCUMULATED LEAVE PAYOUT	-		-	-		-		-				-		-
10-08 -81 -81101-2100	FICA	8,058.83		8,058.83	9,182.14	(1,692.59)	7,489.55		(1,692.59)				(1,692.59)		(569.28)
10-08 -81 -81101-2210	VRS	8,979.31		8,979.31	8,241.99	(679.25)	7,562.74		(679.25)				(679.25)		(1,416.57)
10-08 -81 -81101-2212	VRS HYBRID	-		-	4,027.80	-	4,027.80		-				-		4,027.80
10-08 -81 -81101-2214	VRS HYBRID 401A	-		-	420.00		420.00		-				-		420.00
10-08 -81 -81101-2216	VIRGINIA LOCAL DISABILITY PROGRAM (VLDP)	-		-	222.60		222.60		-				-		222.60
10-08 -81 -81101-2220	VRS-HEALTH INSURANCE CREDIT	84.12		84.12	155.78	(8.34)	147.44		(8.34)				(8.34)		63.32
10-08 -81 -81101-2310	HEALTH INSURANCE	13,849.44	6,852.96	20,702.40	24,368.59		24,368.59		-				-		3,666.19
10-08 -81 -81101-2400	GROUP LIFE INSURANCE	1,337.39		1,337.39	1,605.70	(85.95)	1,519.75		(85.95)				(85.95)		182.36
10-08 -81 -81101-2700	WORKMAN'S COMPENSATION	1,805.94		1,805.94	2,150.68	(174.46)	1,976.22		(174.46)				(174.46)		170.28
10-08 -81 -81101-3130	MANAGEMENT CONSULTING SERVICES	-		-			-						-		-
10-08 -81 -81101-3145	DATA PROCESSING SERVICES	-		-			-						-		-
10-08 -81 -81101-3165	OUTSIDE SERVICES	-		-			-						-		-
10-08 -81 -81101-3310	REPAIRS & MAINTENANCE-BUILDINGS	-		-			-						-		-
10-08 -81 -81101-3320	REPAIRS & MAINTENANCE EQUIPMENT	300.00		300.00	300.00		300.00						-		-
10-08 -81 -81101-3610	ADVERTISING	3,000.00		3,000.00	3,000.00	(500.00)	2,500.00			(500.00)			(500.00)		(500.00)
10-08 -81 -81101-5210	POSTAL SERVICES	1,200.00		1,200.00	1,000.00	(200.00)	800.00			(200.00)			(200.00)		(400.00)
10-08 -81 -81101-5230	TELECOMMUNICATIONS	100.00		100.00	300.00		300.00			-			-		200.00
10-08 -81 -81101-5410	LEASE OFFICE EQUIPMENT	1,550.00		1,550.00	1,000.00	(200.00)	800.00			(200.00)			(200.00)		(750.00)
10-08 -81 -81101-5530	LODGING & MEALS	-		-	300.00		300.00			-			-		300.00
10-08 -81 -81101-5811	BENEVOLENCE & GIFTS	-		-			-			-			-		-
10-08 -81 -81101-6001	OFFICE SUPPLIES	1,550.00		1,550.00	1,500.00	(300.00)	1,200.00			(300.00)			(300.00)		(350.00)
10-08 -81 -81101-8101	OFFICE EQUIPMENT	200.00		200.00	200.00	(300.00)	(100.00)			(300.00)			(300.00)		(300.00)

Madison County														
FY21 Proposed Operating Expenditure Budget														
General Fund														
10-08 -81 -81101-8103	IT EQUIPMENT	1,100.00		1,100.00	1,100.00		1,100.00						-	-
		148,459.21	6,852.96	155,312.17	179,103.28	(10,554.59)	168,548.69	(9,054.59)	(1,500.00)	-	-	(10,554.59)	13,236.52	
Dept: 81110														Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name DEPT. OF ECONOMIC DEVELOPMENT														

Madison County																
FY21 Proposed Operating Expenditure Budget																
General Fund																
Dept: Name		FOOTHILLS HOUSING CORP. (FORMERLY RAP BET HOUSING)					Additional Reductions	Revised Proposed FY21 at 4/28/2020						Adjusted FY20 OB vs Revised Proposed FY21		
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total				
10-08 -81 -81300-5640	GENERAL CONTRIBUTION REQUEST	7,000.00		7,000.00	7,000.00		7,000.00					-	-			
		7,000.00	-	7,000.00	7,000.00	-	7,000.00	-	-	-	-	-	-			
Dept: 81301							Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21		
Dept: Name		AGING TOGETHER														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total				
10-08 -81 -81301-5640	GENERAL CONTRIBUTION REQUEST	3,000.00		3,000.00	3,000.00		3,000.00					-	-			
		3,000.00	-	3,000.00	3,000.00	-	3,000.00	-	-	-	-	-	-			
Dept: 81400							Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21		
Dept: Name		BOARD OF ZONING APPEALS														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total				
10-08 -81 -81400-1520	CLERICAL	-		-	500.00		500.00					-	500.00			
10-08 -81 -81400-2100	FICA	56.61		56.61	60.00		60.00					-	3.39			
10-08 -81 -81400-3213	COMMITTEE MEMBERS	810.00		810.00	960.00		960.00					-	150.00			
10-08 -81 -81400-3214	COMMITTEE CLERICAL	683.39		683.39	800.00		800.00					-	116.61			
10-08 -81 -81400-3610	ADVERTISING	1,350.00		1,350.00	1,350.00		1,350.00					-	-			
10-08 -81 -81400-5210	POSTAL SERVICES	56.00		56.00	150.00		150.00					-	94.00			
10-08 -81 -81400-6001	OFFICE SUPPLIES	44.00		44.00	100.00		100.00					-	56.00			
		3,000.00	-	3,000.00	3,920.00	-	3,920.00	-	-	-	-	-	920.00			
Dept: 81401							Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21		
Dept: Name		BUILDING CODE APPEALS BOARD														
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total				
10-08 -81 -81401-2100	FICA	8.03		8.03			-					-	(8.03)			
10-08 -81 -81401-3213	COMMITTEE MEMBERS	300.00		300.00	300.00		300.00					-	-			
10-08 -81 -81401-3214	COMMITTEE CLERICAL	96.97		96.97	100.00		100.00					-	3.03			
		405.00	-	405.00	400.00	-	400.00	-	-	-	-	-	(5.00)			
Dept: 81600							Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted		
Dept: Name		RAPPAHANNOCK-RAPIDAN PLANNING DISTRICT														

Madison County														
FY21 Proposed Operating Expenditure Budget														
General Fund														
		Contingency Allocation for				Additional Reductions	Revised Proposed FY21 at 4/28/2020	Reductions to					FY20 OB vs Revised Proposed FY21	
Account	Description	FY20 Original Budget	FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Outside Organizations	Other Adjs	Total		
10-08 -81 -81600-5640	GENERAL CONTRIBUTION REQUEST	10,763.80		10,763.80	10,833.16		10,833.16					-	69.36	
10-08 -81 -81600-5652	REGIONAL HOUSING & HOMELESSNESS PREVENTI	5,548.42		5,548.42	5,548.42		5,548.42					-	-	
10-08 -81 -81600-5653	FOOTHILLS EXPRESS (TRANSPORT)	4,500.00		4,500.00	-		-					-	(4,500.00)	
		20,812.22	-	20,812.22	16,381.58	-	16,381.58	-	-	-	-	-	(4,430.64)	
Dept:	81601					Additional Reductions	Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed	
Dept: Name	VA Regional Transit	FY20 Original Budget	Allocation for FY20 Operating	OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Outside Organizations	Other Adjs	Total		
Account	Description													
10-08 -81 -81601-5640	GENERAL CONTRIBUTION REQUEST	-		-	5,000.00		5,000.00					-	5,000.00	
Dept:	81700					Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	GEOGRAPHIC INFORMATION SYSTEM	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Outside Organizations	Other Adjs	Total		
Account	Description													
10-08 -81 -81700-3145	DATA PROCESSING-ONLINE GIS	6,000.00		6,000.00	6,000.00		6,000.00					-	-	
10-08 -81 -81700-3192	911 ADDRESS MAINTENANCE	3,500.00		3,500.00	3,500.00		3,500.00					-	-	
10-08 -81 -81700-3194	TAX MAP UPDATES	5,382.00		5,382.00	5,382.00		5,382.00					-	-	
10-08 -81 -81700-3195	ESRI SOFTWARE UPDATES	1,500.00		1,500.00	1,500.00		1,500.00					-	-	
10-08 -81 -81700-3326	MAINT & SUPPORT - TABLET GIS	-		-	-		-					-	-	
10-08 -81 -81700-6001	OFFICE SUPPLIES	500.00		500.00	300.00		300.00					-	(200.00)	
		16,882.00	-	16,882.00	16,682.00	-	16,682.00	-	-	-	-	-	(200.00)	
Dept:	81800					Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	PIEDMONT WORKFORCE NETWORK	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Outside Organizations	Other Adjs	Total		
Account	Description													
10-08 -81 -81800-5640	GENERAL CONTRIBUTION REQUEST	500.00		500.00	500.00		500.00					-	-	
		500.00	-	500.00	500.00	-	500.00	-	-	-	-	-	-	
Dept:	81900					Additional Reductions	Revised Proposed FY21 at 4/28/2020						Change - Adjusted FY20 OB vs Revised Proposed FY21	
Dept: Name	SKYLINE CAP	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21			Compensation	Operating Reductions	Outside Organizations	Other Adjs	Total		
Account	Description													
10-08 -81 -81900-5630	SKYLINE CAP	47,585.00		47,585.00	54,622.00	(2,518.50)	51,103.50			(3,518.50)		(3,518.50)	3,518.50	

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
		47,585.00	-	47,585.00	54,622.00	(3,518.50)	51,103.50	-	-	(3,518.50)	-	(3,518.50)	3,518.50		
Dept:	82200	WATER QUALITY MANAGEMENT PROGRAM													Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-08 -82 -82200-5646	RAPPAHANNOCK RIVER BASIN	1,000.00		1,000.00	1,000.00		1,000.00					-	-		
		1,000.00		1,000.00	1,000.00	-	1,000.00	-	-	-	-	-	-		
Dept:	82400	CULPEPER SOIL & WATER													Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-08 -82 -82400-5640	GENERAL CONTRIBUTION REQUEST	29,321.00		29,321.00	29,321.00		29,321.00					-	-		
		29,321.00	-	29,321.00	29,321.00	-	29,321.00	-	-	-	-	-	-		
Dept:	82500	FORESTRY SERVICE													Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-08 -82 -82500-5640	GENERAL CONTRIBUTION REQUEST	5,941.98		5,941.98	5,941.98		5,941.98					-	-		
		5,941.98	-	5,941.98	5,941.98	-	5,941.98	-	-	-	-	-	-		
Dept:	83400	NORTHERN VA 4-H													Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-08 -83 -83400-5640	GENERAL CONTRIBUTION REQUEST	750.00		750.00	750.00		750.00					-	-		
		750.00	-	750.00	750.00	-	750.00	-	-	-	-	-	-		
Dept:	83500	EXTENSION & CONT'D ED.													Change - Adjusted FY20 OB vs Revised Proposed FY21
Dept: Name															
Account	Description	FY20 Original Budget	Contingency Allocation for FY20 Operating Items	Restated FY20 OB after Cont Adj	Advertised FY21	Additional Reductions	Revised Proposed FY21 at 4/28/2020	Compensation	Operating Reductions	Reductions to Outside Organizations	Other Adjs	Total			
10-08 -83 -83500-1310	DIRECTOR	76,865.22		76,865.22	78,120.08		78,120.08					-	1,254.86		
10-08 -83 -83500-1520	CLERICAL	18,432.00		18,432.00	19,891.20		19,891.20					-	1,459.20		

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-08 -83 -83500-1560	STUDENT INTERNS	2,400.00		2,400.00	2,400.00		2,400.00						-	-	
10-08 -83 -83500-2100	FICA	1,593.65		1,593.65	1,705.28		1,705.28						-	111.63	
10-08 -83 -83500-2700	WORKMAN'S COMPENSATION	17.00		17.00	17.00		17.00						-	-	
10-08 -83 -83500-5230	TELECOMMUNICATIONS	500.00		500.00	500.00		500.00						-	-	
10-08 -83 -83500-5540	SEMINARS & TUITIONS	1,200.00		1,200.00	1,500.00		1,500.00						-	300.00	
10-08 -83 -83500-5651	PESTICIDE PROGRAM	1,875.00		1,875.00	1,875.00		1,875.00						-	-	
10-08 -83 -83500-5810	DUES	1,000.00		1,000.00	1,000.00		1,000.00						-	-	
10-08 -83 -83500-6001	OFFICE SUPPLIES	3,000.00		3,000.00	3,000.00		3,000.00						-	-	
10-08 -83 -83500-6009	VEHICLE/EQUIPMENT MAINTENANCE	2,500.00		2,500.00	2,500.00		2,500.00						-	-	
10-08 -83 -83500-6020	BOOKS & SUBSCRIPTIONS	500.00		500.00	500.00		500.00						-	-	
		109,882.87	-	109,882.87	113,008.56	-	113,008.56		-	-	-	-	-	-	3,125.69
Dept:	91100														
Dept: Name	CONTINGENCY FUND														
			Contingency	Restated FY20											
			Allocation for	OB after Cont											
			FY20 Operating	Adj	Advertised FY21	Additional	Revised								
Account	Description	FY20 Original	Items			Reductions	Proposed FY21		Compensation	Operating	Reductions to	Other Adjs	Total	Change -	Adjusted
		Budget					at 4/28/2020			Reductions	Outside			FY20 OB vs	Revised
										Organizations				Proposed	FY21
10-09 -91 -91100-9200	CONTINGENCY - GENERAL OPERATIONS	1,147,780.79	(613,387.53)	534,393.26	285,851.98	(10,000.00)	275,851.98			(10,000.00)			(10,000.00)	(258,541.28)	
10-09 -91 -91100-9202	CONTINGENCY - ACCUMULATED LEAVE	40,000.00	(17,416.34)	22,583.66	40,000.00		40,000.00						-	17,416.34	
		1,187,780.79	(630,803.87)	556,976.92	325,851.98	(10,000.00)	315,851.98		-	(10,000.00)	-	-	(10,000.00)	(241,124.94)	
Dept:	92100														
Dept: Name	REVENUE REFUNDS														
			Contingency	Restated FY20											
			Allocation for	OB after Cont											
			FY20 Operating	Adj	Advertised FY21	Additional	Revised								
Account	Description	FY20 Original	Items			Reductions	Proposed FY21		Compensation	Operating	Reductions to	Other Adjs	Total	Change -	Adjusted
		Budget					at 4/28/2020			Reductions	Outside			FY20 OB vs	Revised
										Organizations				Proposed	FY21
10-09 -91 -92100-5830	REFUND BUILDING PERMITS FEES	1,000.00		1,000.00	1,000.00		1,000.00						-	-	
10-09 -91 -92100-5832	REFUND ZONING APPLICATION FEE	2,000.00		2,000.00	2,000.00		2,000.00						-	-	
10-09 -91 -92100-5834	REFUND MISCELLANEOUS	1,500.00		1,500.00	1,500.00		1,500.00						-	-	
10-09 -91 -92100-5840	REFUND LAND USE FEES	500.00		500.00	500.00		500.00						-	-	
10-09 -91 -92100-5860	REFUND TAXES/INTEREST	250.00		250.00	500.00		500.00						-	250.00	
10-09 -91 -92100-5884	REFUND MISCELLANEOUS	-		-	500.00		500.00						-	500.00	
10-09 -91 -92100-5885	REFUND ANIMAL ADOPTION FEE	500.00		500.00	500.00		500.00						-	-	
		5,750.00	-	5,750.00	6,500.00	-	6,500.00		-	-	-	-	-	750.00	
Dept:	96100														
Dept: Name	TRANSFERS														
			Contingency	Restated FY20											
			Allocation for	OB after Cont											
			FY20 Operating	Adj	Advertised FY21	Additional	Revised								
Account	Description	FY20 Original	Items			Reductions	Proposed FY21		Compensation	Operating	Reductions to	Other Adjs	Total	Change -	Adjusted
		Budget					at 4/28/2020			Reductions	Outside			FY20 OB vs	Revised
										Organizations				Proposed	FY21
10-09 -96 -96100-9823	SCHOOLS - TRANSFERS	9,429,720.00		9,429,720.00	9,623,200.00	156,520.00	9,779,720.00					156,520.00	156,520.00	350,000.00	
10-09 -96 -96100-9825	VPA - TRANSFERS	495,219.00		495,219.00	517,334.00		517,334.00						-	22,115.00	
10-09 -96 -96100-9826	CSA - TRANSFERS	1,000,553.30		1,000,553.30	921,464.30		921,464.30						-	(79,089.00)	

Madison County															
FY21 Proposed Operating Expenditure Budget															
General Fund															
10-09 -96 -96100-9828	CIP FUND - TRANSFERS	-		-	-		-						-		-
10-09 -96 -96100-9832	TRANSFERS TO SCHOOL CIP FD	-		-	-		-						-		-
10-09 -96 -96100-9840	DEBT SERVICE - TRANSFERS	1,437,408.00		1,437,408.00	1,750,787.00		1,750,787.00						-		313,379.00
		12,362,900.30	-	12,362,900.30	12,812,785.30	156,520.00	12,969,305.30		-	-	-	156,520.00	156,520.00		606,405.00
	GRAND TOTAL	24,971,958.50	(0.00)	24,971,958.50	25,949,626.45	(161,280.75)	25,788,345.70		(138,589.58)	(148,752.97)	(51,571.00)	177,632.80	(161,280.75)		816,387.20

Madison County
Revised Proposed FY21 General Fund Revenues
at 4/28/2020

Total Operating Revenues per FY21 Advertised Budget	25,949,626.45
less assumed use of FB (advertised)	(714,292.45)
less tax increase	(340,000.00)
add secured remoted access	10,994.81
less PRA reimb above	(129,092.00)
add revised PRA	125,217.91
Revised revenue before use of FB	<u>24,902,454.72</u>
Revised Proposed GF Exp	<u>25,788,345.70</u>
Diference	(885,890.98)
Funded by Debt Stabilization	<u>(313,370.00)</u>
Add'll use of Fund balance reqd.	<u><u>(572,520.98)</u></u>
RECAP - USE of Fund Balance	
Debt Stabilization Reserve (see Davenport analysis)	313,370.00
Budget Stabilization Reserve	<u>572,520.98</u>
Total use of Fund Balance	<u><u>885,890.98</u></u>

Madison County																	
General Fund Expenditure Analysis by Component																	
FY20 Adj OB vs FY21 Revised Proposed																	

Madison County
Schedule of Suggested Additional Reductions to FY21 Budget
to be Considered by Board
on 4/28/2020

1	Additional reductions to Outside Organizations - to be determined at Board's discretion	(25,000.00)
2	Delay hire date of shelter manager to 1/1/2021	(20,184.38)
3	Reduce contingency for accrued leave (currently \$40K -- actual exceeded this FY18, FY19, & FY20 but some may be offset by vacancy)	(10,000.00)
4	Additional reduction to Sheriff's Department -- operating costs increased significantly in FY21 request (Police Supplies and Vehicle Maint)	(10,000.00)
5	Reduction in County Contrib to School Board (reduce from \$350K to \$325K)	<u>(25,000.00)</u>
		<u><u>(90,184.38)</u></u>

Estimates of:

- 1) Local Option Sales and Use Tax
- 2) Recordation and Grantor's Tax

to be distributed to localities
during Fiscal Year 2021

Virginia Department of Taxation
March 17, 2020
Revised April 14, 2020

Preface

Since the 1960's, the Department of Taxation has been providing the local governing body of every county, city, and town in the Commonwealth with an estimate of its distributive share of certain revenues for the following fiscal year. This report complies with the Code of Virginia §15.2-2502 requiring that such estimates be provided within fifteen days following adjournment of the Virginia General Assembly.

Enclosed are the Fiscal Year 2021 estimates for the local distributions of the Local Option Sales and Use Tax and the State Recordation and Grantor's taxes.

The Code of Virginia § 22.1-93, requires the Department of Education to provide, within fifteen days following final adjournment, "...estimates to be used for budgetary purposes relative to the Basic School Aid Formula..." Estimates of the Fiscal Year 2021 local distributions of the State Sales and Use Tax for Public Education are transmitted to the localities by the Department of Education.

During the 2020 session of the General Assembly, legislation was enacted that will alter the manner in which recordation and grantor tax distributions are made to the localities.

Senate Bill 890 revised Section 58.1-816 of the Code of Virginia as follows:

§ 58.1-816. Distribution of recordation tax to cities and counties.

- A. Effective October 1, 1993, ~~twenty~~ \$20 million ~~dollars~~ of the taxes imposed under §§ 58.1-801 through 58.1-809 ~~which that~~ are actually paid into the state treasury, shall be distributed among the counties and cities of ~~this the~~ Commonwealth, *except for counties and cities located in Planning District 8*, in the manner provided in subsection B ~~of this section~~. Effective July 1, 1994, such annual distribution shall increase to ~~forty~~ \$40 million ~~dollars~~. ***Effective July 1, 2021, such annual distribution shall be \$20 million.***

In addition, also during the 2020 session of the General Assembly, House Bill 1726, beginning in fiscal year 2021, would dedicate the first \$20 million of the annual distribution under Section 58.1-816 to the Hampton Roads Regional Transit Fund (HRTTF). Any remaining amounts would be apportioned and distributed quarterly to the localities outside the Hampton Roads Transportation District.

The Appropriations Act (House Bill 30) for Fiscal Years 2021 and 2022 in Item 273 – Financial Assistance to Localities distributes \$20 million in each of fiscal years 2021 and 2022. Given that House Bill 1726 would dedicate the first \$20 million of such amount to the HRRTF, there would be no remaining amounts to distribute to the other localities effective July 1, 2020.

The estimates contained herein should not be interpreted to be a State guarantee that each locality will receive the amounts indicated. Rather, they should be viewed only as estimates for each locality that are consistent with the latest economic assumptions utilized in forecasting State General Fund revenues.

Each local governing body is urged to verify the reasonableness of the estimates based on the expert knowledge of its officials and to track news releases pertaining to the developments with the Commonwealth's Budget and the Census data. If there are any questions concerning this publication, please feel free to contact the Department's Office of Revenue Forecasting at (804) 371-4372.

Craig M. Burns
Tax Commissioner

LOCAL OPTION SALES AND USE TAX

The State collects and distributes the Local Option one percent Sales and Use Tax.¹ Actual distributions are made to every county and city based on the locality in which the tax was collected.

¹As provided under the Code of Virginia §58.1-605 and §58.1-606.

**Actual FY 2019 Local 1%
Option Distribution Sales
and Use Tax**

**Estimated FY
2021 Local Option
Sales and Use Tax**

Agenda Item #10.

Locality	(\$)		% of State
Counties			
Accomack County	4,721,028	0.3652%	5,066,099
Albemarle County	17,038,808	1.3180%	18,284,214
Alleghany County	958,820	0.0742%	1,028,902
Amelia County	821,928	0.0636%	882,005
Amherst County	2,895,601	0.2240%	3,107,247
Appomattox County	1,385,301	0.1072%	1,486,556
Arlington County	43,737,164	3.3831%	46,934,016
Augusta County	6,229,458	0.4819%	6,684,784
Bath County	822,596	0.0636%	882,721
Bedford County*	6,395,201	0.4947%	6,862,642
Bland County	378,149	0.0293%	405,788
Botetourt County	3,006,691	0.2326%	3,226,457
Brunswick County	629,576	0.0487%	675,593
Buchanan County	1,797,470	0.1390%	1,928,851
Buckingham County	939,146	0.0726%	1,007,790
Campbell County	5,696,248	0.4406%	6,112,600
Caroline County	2,239,107	0.1732%	2,402,768
Carroll County	2,043,840	0.1581%	2,193,230
Charles City County	894,389	0.0692%	959,761
Charlotte County	744,107	0.0576%	798,496
Chesterfield County	52,253,701	4.0419%	56,073,046
Clarke County	1,143,253	0.0884%	1,226,817
Craig County	177,908	0.0138%	190,912
Culpeper County	8,254,625	0.6385%	8,857,975
Cumberland County	535,600	0.0414%	574,748
Dickenson County	754,936	0.0584%	810,116
Dinwiddie County	1,937,984	0.1499%	2,079,636
Essex County	2,043,601	0.1581%	2,192,973
Fairfax County	189,416,588	14.6516%	203,261,492
Fauquier County	10,240,337	0.7921%	10,988,828
Floyd County	958,475	0.0741%	1,028,532
Fluvanna County	1,798,203	0.1391%	1,929,638
Franklin County	5,811,655	0.4495%	6,236,443
Frederick County	14,622,568	1.1311%	15,691,366
Giles County	2,058,996	0.1593%	2,209,493
Gloucester County	4,843,283	0.3746%	5,197,290
Goochland County	3,200,294	0.2475%	3,434,211
Grayson County	493,336	0.0382%	529,395
Greene County	2,104,027	0.1627%	2,257,815
Greensville County	1,326,476	0.1026%	1,423,431

**Actual FY 2019 Local 1%
Option Distribution Sales
and Use Tax**

**Estimated FY
2021 Local Option
Sales and Use Tax**

Agenda Item #10.

Locality	(\$)	% of State	
Halifax County	3,653,305	0.2826%	3,920,334
Hanover County	23,219,651	1.7961%	24,916,830
Henrico County	68,322,852	5.2849%	73,316,730
Henry County	4,453,254	0.3445%	4,778,753
Highland County	129,610	0.0100%	139,083
Isle of Wight County	3,001,635	0.2322%	3,221,031
James City County	11,164,276	0.8636%	11,980,299
King and Queen County	224,598	0.0174%	241,015
King George County	2,588,925	0.2003%	2,778,155
King William County	1,384,961	0.1071%	1,486,191
Lancaster County	1,831,938	0.1417%	1,965,839
Lee County	1,365,780	0.1056%	1,465,608
Loudoun County	84,955,148	6.5714%	91,164,719
Louisa County	3,900,439	0.3017%	4,185,531
Lunenburg County	517,951	0.0401%	555,809
Madison County	1,069,473	0.0827%	1,147,644
Mathews County	512,224	0.0396%	549,664
Mecklenburg County	5,663,852	0.4381%	6,077,836
Middlesex County	1,189,385	0.0920%	1,276,320
Montgomery County	13,351,507	1.0328%	14,327,400
Nelson County	1,282,909	0.0992%	1,376,680
New Kent County	1,913,712	0.1480%	2,053,589
Northampton County	1,524,230	0.1179%	1,635,640
Northumberland County	741,989	0.0574%	796,223
Nottoway County	1,740,734	0.1346%	1,867,969
Orange County	3,694,833	0.2858%	3,964,897
Page County	2,129,352	0.1647%	2,284,991
Patrick County	1,214,620	0.0940%	1,303,399
Pittsylvania County	2,716,954	0.2102%	2,915,543
Powhatan County	3,281,803	0.2539%	3,521,678
Prince Edward County	3,434,849	0.2657%	3,685,910
Prince George County	2,693,920	0.2084%	2,890,824
Prince William County	69,044,465	5.3407%	74,091,087
Pulaski County	4,423,149	0.3421%	4,746,448
Rappahannock County	591,761	0.0458%	635,014
Richmond County	1,604,183	0.1241%	1,721,436
Roanoke County	12,537,448	0.9698%	13,453,840
Rockbridge County	2,904,718	0.2247%	3,117,030
Rockingham County	7,473,006	0.5780%	8,019,226
Russell County	1,997,255	0.1545%	2,143,239

**Actual FY 2019 Local 1%
Option Distribution Sales
and Use Tax**

**Estimated FY
2021 Local Option
Sales and Use Tax**

Agenda Item #10.

Locality	(\$) % of State		
Scott County	1,725,296	0.1335%	1,851,402
Shenandoah County	4,679,170	0.3619%	5,021,182
Smyth County	2,512,345	0.1943%	2,695,978
Southampton County	705,745	0.0546%	757,329
Spotsylvania County	18,800,534	1.4542%	20,174,709
Stafford County	14,794,109	1.1443%	15,875,445
Surry County	526,822	0.0408%	565,329
Sussex County	1,096,031	0.0848%	1,176,143
Tazewell County	5,902,657	0.4566%	6,334,096
Warren County	4,814,765	0.3724%	5,166,688
Washington County	7,517,803	0.5815%	8,067,297
Westmoreland County	1,062,303	0.0822%	1,139,949
Wise County	3,291,784	0.2546%	3,532,389
Wythe County	4,687,790	0.3626%	5,030,431
York County	10,762,951	0.8325%	11,549,641
Cities			
Alexandria City	28,550,480	2.2084%	30,637,302
Bristol City	4,429,197	0.3426%	4,752,937
Buena Vista City	386,637	0.0299%	414,897
Charlottesville City	11,800,880	0.9128%	12,663,434
Chesapeake City	41,999,454	3.2487%	45,069,293
Colonial Heights City	8,207,347	0.6348%	8,807,241
Covington City	1,427,893	0.1104%	1,532,261
Danville City	8,979,737	0.6946%	9,636,087
Emporia City	1,744,982	0.1350%	1,872,526
Fairfax City	11,826,813	0.9148%	12,691,263
Falls Church City	5,186,922	0.4012%	5,566,046
Franklin City	1,894,914	0.1466%	2,033,418
Fredericksburg City	12,038,059	0.9312%	12,917,949
Galax City	2,302,131	0.1781%	2,470,400
Hampton City	15,825,035	1.2241%	16,981,724
Harrisonburg City	14,179,556	1.0968%	15,215,973
Hopewell City	2,065,465	0.1598%	2,216,434
Lexington City	1,144,316	0.0885%	1,227,956
Lynchburg City	15,922,001	1.2316%	17,085,777
Manassas City	7,545,198	0.5836%	8,096,695
Manassas Park City	2,205,329	0.1706%	2,366,522
Martinsville City	2,043,703	0.1581%	2,193,082
Newport News City	25,899,935	2.0034%	27,793,022

**Actual FY 2019 Local 1%
Option Distribution Sales
and Use Tax**

**Estimated FY
2021 Local Option
Sales and Use Tax**

Agenda Item #10.

Locality	(\$) % of State		
Norfolk City	32,878,088	2.5432%	35,281,224
Norton City	1,512,233	0.1170%	1,622,766
Petersburg City	4,053,112	0.3135%	4,349,364
Poquoson City	670,012	0.0518%	718,985
Portsmouth City	7,465,932	0.5775%	8,011,634
Radford City	1,031,650	0.0798%	1,107,055
Richmond City	36,645,609	2.8346%	39,324,122
Roanoke City	22,283,941	1.7237%	23,912,727
Salem City	7,337,594	0.5676%	7,873,916
Staunton City	4,493,895	0.3476%	4,822,364
Suffolk City	11,331,802	0.8765%	12,160,070
Virginia Beach City	65,602,064	5.0744%	70,397,073
Waynesboro City	5,546,073	0.4290%	5,951,448
Williamsburg City	4,717,477	0.3649%	5,062,289
Winchester City	9,951,036	0.7697%	10,678,380
*Includes Bedford City.			

RECORDATION AND GRANTOR TAX DISTRIBUTION

During the 2020 session of the General Assembly, legislation was enacted that will alter the manner in which recordation and grantor tax distributions are made to the localities.

Senate Bill 890 revised Section 58.1-816 of the Code of Virginia as follows:

§ 58.1-816. Distribution of recordation tax to cities and counties.

- A. Effective October 1, 1993, ~~twenty~~ \$20 million ~~dollars~~ of the taxes imposed under §§ 58.1-801 through 58.1-809 ~~which that~~ are actually paid into the state treasury, shall be distributed among the counties and cities of ~~this the~~ Commonwealth, *except for counties and cities located in Planning District 8*, in the manner provided in subsection B ~~of this section~~. Effective July 1, 1994, such annual distribution shall increase to ~~forty~~ \$40 million ~~dollars~~. ***Effective July 1, 2021, such annual distribution shall be \$20 million.***

In addition, also during the 2020 session of the General Assembly, House Bill 1726, beginning in fiscal year 2021, would dedicate the first \$20 million of the annual distribution under Section 58.1-816 to the Hampton Roads Regional Transit Fund (HRTTF). Any remaining amounts would be apportioned and distributed quarterly to the localities outside the Hampton Roads Transportation District.

The Appropriations Act for Fiscal Years 2021 and 2022 in Item 273 – Financial Assistance to Localities distributes \$20 million in each of fiscal years 2021 and 2022. Given that House Bill 1726 would dedicate the first \$20 million of such amount to the HRTTF, there would be no remaining amounts to distribute to the other localities effective July 1, 2020.

Madison County
Projected Fund Balance
FY21

	Balance at 6/30/2019	FY21 Operating Budget	Reserve for FY2025 Reassessment	Reclassification to Cap Proj	Estimated Use of Fund Balance for Capital Projects	Projected FY20 Ending Fund Balance	
General Fund							
Unassigned	10,710,628.00		(100,000.00)	(1,466,236.84)		9,144,391.16	(will need to go up every year)
Assigned for:	-						
							(floor should be \$2 million; will need to be replenished every
Capital Projects	1,079,008.96			1,466,236.84	(545,245.80)	2,000,000.00	year)
Encumbrances	-					-	
CSA Stabilization Reserve	-					-	
Town Business Improvement	32,942.00				(32,942.00)	-	
Opening Balance Appropriation	-					-	
Budget Stabilization Reserve	1,500,000.00	(572,520.98)				927,479.02	
Debt Service Stabilizatoin Reserve	1,242,497.00	(319,965.00)				922,532.00	
2025 Reassessment	200,000.00		100,000.00			300,000.00	(will need to go up every year)
EMS Reserve	-					-	
Other, unavailable	523,179.00					523,179.00	
Total	15,288,254.96	(892,485.98)	-	-	(578,187.80)	13,817,581.18	B
County Capital Projects Fund							
Available	287,527.20				(287,527.20)	-	
Encumbrances	-					-	
Total	287,527.20	-	-		(287,527.20)	-	
					(865,715.00)		
FY21 Required Fund Balance Assuming 20% threshold							
Calculated on advertised budget - don't have final SB Exp yet							
GF budgeted expenditures	26,295,245.00		A	Per School Board Budget	20,442,926.00		
CSA Budgeted expenditures	3,055,938.00			Less Bus	(87,000.00)		
VPA budgeted Expenditures	2,750,000.00			Less County Variance	(57,247.00)		
School Board Budgeted Expenditure	20,298,679.00	A			20,298,679.00		
Less GR xfers to:							
SB	(9,623,200.00)						
CSA	(921,464.00)						
VPA	(517,334.00)						
	41,337,864.00						
At 20%	8,267,572.80						
Projected FB FY21	9,144,391.16	0.22					
Excess over threshold	876,818.36						

Madison County

Additional Comments and Considerations

Projected Fund Balance Analyses for FY20 and FY21

For 4/28/2020 Board of Supervisors Meeting

The FY20 fund balance analysis assumes that Madison County will have a \$400K deficit in its operating budget at 6/30/2020. The FY20 Original Budget assumed an operating deficit of \$1.077 million. In order to generate a \$400K deficit at year-end, the County will need to generate a year-end favorable budget variance of \$600K. Whether this is attainable is highly dependent on revenue collections for the rest of FY20.

The FY20 fund balance analysis assumes the establishment of a budget stabilization reserve and a debt service stabilization reserve. These reserves are consistent with Davenport's recommendations. The \$1.5 million budget stabilization reserve is based on the Madison County Finance Department's estimate of the maximum amount of available funds for this purpose as of 6/30/2020.

The FY21 fund balance analysis does not reflect the additional adjustments proposed for the Board's consideration on Schedule VII, which was sent to you on April 24th.

The FY21 fund balance analysis reflects a \$892K operating budget deficit; \$320K of this is assumed to be funded through the debt stabilization reserve and \$572K of this is assumed to be funded through the budget stabilization reserve.

Use of \$572K in budget stabilization reserves in FY21 represents 38% of the available balance in FY21. The maximum recommended use by Davenport is 25% in any one year.

The FY21 fund balance analysis does not reflect the \$51K loss of state recordation taxes about which the County was notified last week. It also does not contemplate potential additional reductions in state revenues (\$500K in communications taxes and \$46K in E911 wireless taxes).

The FY21 fund balance analysis incorporates a \$1.467 million reclassification of unassigned fund balance to capital projects. Per Davenport recommendations, the County should strive to maintain capital projects reserve of at least \$2 million.

The FY21 fund balance analysis incorporates the advertised budget (vs revised proposed) when computing the 20% minimum requirement for unassigned fund balance. As of 4/27, a revised School Board budget was unavailable, so it was not possible to recompute these amounts.

The FY21 fund balance analysis indicates that Madison County can meet all proposed fund balance requirements as of the end of fiscal 2021. However, the current revised proposed FY21 budget suggests that meeting those requirements in FY22 and beyond will become increasingly difficult, without very significant increases in revenues and/or drastic reductions in expenditures. (Upon completion of the public radio system, the County will incur substantial and material incremental costs related to maintenance of the system.)

Current funding scenarios provided by Davenport suggest that the County will need to raise taxes between \$.02 and \$.03 between 2022 and 2024 in order to pay for debt service anticipated on new capital projects. (including the financing of the remaining cost of the administration building consolidation project.) This amount does not reflect any additional increases in real estate taxes needed to fund the County's ongoing operations.

Certain Davenport financing scenarios suggest that the County could realize significant savings on its existing debt service by refinancing existing debt and extending maturities. These savings have been incorporated in the estimated required tax increase indicated above. Additional discussion with Davenport about using these savings to assist in funding operational deficits and what additional tax impact that might have should be considered.

The current revised proposed FY21 expenditure budget currently includes interest expense of \$36K for financing the administration building consolidation project, all of which was funded through the debt service stabilization reserve. The FY20 fund balance analysis assumes that the remaining balance on the architect contract (\$95K in total) will be financed as opposed to paid in cash. This assumption generates an additional \$77,555 of available fund balance as of the beginning of FY21.

Madison County
Projected Fund Balance
FY20

	Balance at 6/30/2019	FY19 Encumbrances	FY20 Operating Budget- Estimate	Reallocation of FY19 Fund Balance	Reserve for FY2025 Reassessment	Estimated Use of Fund Balance for Capital Projects	Debt Service Stabilizaton Reserve	Refunding Proceeds Assumed to be Obtained by 6/30/2020	Projected FY20 Ending Fund Balance
General Fund									
Unassigned	10,969,922.00		600,000.00	(659,294.00)	B (200,000.00)				10,710,628.00
Assigned for:									
Capital Projects	2,761,522.00				B	(2,779,624.04) C	(1,242,497.00)	2,339,608.00 D	1,079,008.96
Encumbrances	298,107.00	(298,107.00)							-
CSA Stabilization Reserve	360,799.00			(360,799.00)	B				-
Town Business Improvement	32,942.00								32,942.00
Opening Balance Appropriation	1,077,182.00		(1,077,182.00) A						-
Budget Stabilization Reserve				1,500,000.00					1,500,000.00
Debt Service Stabilizaton Reserve							1,242,497.00		1,242,497.00
2025 Reassesment					200,000.00				200,000.00
EMS Reserve	479,907.00			(479,907.00)	B				-
Other, unavailable	523,179.00								523,179.00
Total	16,503,560.00	(298,107.00) #	(477,182.00)	-	-	(2,779,624.04)	-	2,339,608.00	15,288,254.96
County Capital Projects Fund									
Available	305,884.00	42,030.00	(60,386.80)						287,527.20
Encumbrances	42,030.00	(42,030.00)							-
Total	347,914.00	-	(60,386.80)	-	-	-	-	-	287,527.20

NOTES

A	Estimated End of Year Use of Fund Balance			D	Assumed debt proceeds for purposes of calculation	
	Per Budget	(1,077,182.00)				
	Favorable Budget Variance				School refunding proceeds Fy20	632,764.00
	Expenditures	430,000.00			School Refunding proceeds FY19	193,529.00

Madison County
Projected Fund Balance
FY20

	Balance at 6/30/2019	FY19 Encumbrances	FY20 Operating Budget- Estimate	Reallocation of FY19 Fund Balance	Reserve for FY2025 Reassessment	Estimated Use of Fund Balance for Capital Projects	Debt Service Stabilizaton Reserve	Refunding Proceeds Assumed to be Obtained by 6/30/2020	Projected FY20 Ending Fund Balance
Revenues			170,000.00		County refunding proceeds		1,513,315.00		
			600,000.00				2,339,608.00		
Net use of Fund Balance			(477,182.00)						
B Per Davenport Finanacial Policy recommmendations create new Budget Stabilization reserve									
EMS Reserve			479,907.00						
CSA Reserve			360,799.00						
25% Of FY19 change in Un FB									
FY19 Unassigned	10,969,922.00								
FY18 Unassigned	10,128,246.00								
Change FY19-FY18	841,676.00								
25% to Budget Stabilization Res	210,419.00		210,419.00						
75% to Cap Projects	631,257.00		1,051,125.00						
C Estimated Captial Expenditures from Fund Balance FY20									
School Capital Projects & Bus:									
Bus			87,000.00						
Madison Primary Construction Docs			299,342.00						
Madsion Primary Clerk of Works			34,080.00						
Madison Primary- Proj Bidding and Construction Admin			299,342.00						
Madison -Other Capital			223,683.00						
Total (Funded by GF			943,447.00						
County Capital Projects									
Public Radio Safety System- Motorola			1,242,496.00						
Public Radio Safety System- Feasibility Study			18,129.84						

Madison County
Projected Fund Balance
FY20

	Balance at 6/30/2019	FY19 Encumbrances	FY20 Operating Budget- Estimate	Reallocation of FY19 Fund Balance	Reserve for FY2025 Reassessment	Estimated Use of Fund Balance for Capital Projects	Debt Service Stabilizaton Reserve	Refunding Proceeds Assumed to be Obtained by 6/30/2020	Projected FY20 Ending Fund Balance
Public Radio Saftey System-Project Mgmt			193,374.00						
Admin Bldg Architect Fees			95,000.00						
Criglersville Project			16,580.00						
Total			1,565,579.84						
Paid from GF Balance			1,505,193.04						
Paid from Cap Proj Fund Balance			60,386.80						
			1,565,579.84						
General Fund Capital Projects									
Vehicle Replacement			177,028.00						
Ambulance & EMS Equip, net of grant			53,956.00						
F&M reserve items			30,000.00						
CW Attorney Records Mgmt			20,000.00						
Desktop Refresh			50,000.00						
			330,984.00						
TOTAL Cap outlay from GF			2,779,624.04						

A RESOLUTION ADOPTING MADISON COUNTY FEES FOR FY21 AND THEREAFTER UNLESS AND UNTIL CHANGED.

WHEREAS, the Madison County Board of Supervisors is enabled by Code of Virginia Section 58.1-3703 to impose fees in order to fund various services; and,

WHEREAS, the Madison County Board of Supervisors desires to confirm the adoption of such fees in a consolidated format for the convenience and benefit of the residents and business operators of the Madison County;

BE IT RESOLVED that the fees listed on the following attachments will be effective for the July 1, 2020-June 30, 2021 fiscal year and thereafter unless and until changed by an appropriate action by the Madison County Board of Supervisors:

- A. Animal Control and Animal Shelter
- B. Building Official
- C. Planning and Zoning
- D. Solid Waste Collection and Disposal
- E. Emergency Communications

AND BE IT FURTHER RESOLVED, that where a fee is not listed on any attachment to this Resolution, the lawfully adopted regulation, resolution or ordinance of Madison County that established said fee shall continue to apply;

AND BE IT FURTHER RESOLVED, that where a fee listed on any attachment to this Resolution is at variance with a fee listed in a lawfully adopted regulation, resolution or ordinance of Madison County, the fee listed in this resolution shall apply.

Signed this ____ day of April, 2020 by Chairman R. Clay Jackson.

Attest:

Jack Hobbs, Clerk

	“Aye”:	“Nay”:	“Abstain”:	Absent:
R. Clay Jackson				
Charlotte L. Hoffman				
Kevin K. McGhee				
Amber Foster				
Carty Yowell				

A. FY20 Madison County Animal Control and Animal Shelter

Animal Shelter Fees

Small domestic animal such as a dog or cat:

Impoundment fee.....	\$12
Boarding Fee	\$5 per day or portion thereof
<i>This board fee shall be waived in the event the small domestic animal is claimed by its owner within 24 hours of its impoundment.</i>	
Dog adoption fee	\$95
Cat adoptions.....	\$75

Large domestic animal such as a horse, cow, goat, sheep, or pig:

Impoundment fee.....	\$15
Board fee.....	\$10 per day or a portion thereof
Trailer fee.....	\$50 per use
Adoption fee.....	\$45

Dog Tags

Per County Ordinance, \$10.00 for the lifetime of the dog, including all male dogs, unsexed male dogs, female dogs and unsexed female dogs

No kennel tags are issued by Madison County

No dog tag is required for guide dog for a blind person, hearing dog for a deaf/hearing impaired person, service dog for a mobility impaired person.

Dog tags can be purchased from the Treasurer's Office.

B. FY20 Madison County Building Official**RESIDENTIAL**

One/two family dwellings (Including ~~additions~~ Calculated Additions, Manufactured and Modular Homes), Attached/Detached Garages, Utility Sheds (over 256 sq. ft.), Decks and Porches:

Finished/Unfinished \$.18/ sq. ft. calculated on gross finished floor area ~~(Manufactured Homes and Modulares included)~~

~~Fee~~.....\$~~.18~~

Minimum Charge\$75.00

~~Unfinished basements~~.....\$~~.08~~ sq.ft./\$~~50.00~~ minimum

Accessory Structures:

~~Attached/Detached Garages, Utility Sheds (over 150 sq. ft.) Decks and Porches~~

~~Fee~~.....\$~~12~~ sq.ft

~~Minimum Charge~~.....\$~~60.00~~

~~Electrical/Plumbing/Mechanical for Accessory Structures~~.....\$~~50.00~~ each

Remodeling and Alterations:

Exterior only (roof, siding, etc).....\$~~60.~~

.....\$75.00

Interior \$.18 sq.ft./\$75.00 minimum

Swimming Pool/Hot Tub/Spa: (all inspections included)

In-ground pool.....\$200.00

Above ground pool.....\$125.00

Hot Tub/Spas\$100.00

Electrical/Plumbing/Mechanical

Electrical Fees for Residential..... \$.07 sq.ft/\$75.00 minimum

Electrical service upgrade\$~~60~~75.00

Plumbing Fees for Residential \$6.00 per fixture/\$75.00 minimum

Mechanical Permit.....\$75.00

Chimneys/Flues/Fireplaces..... \$~~50~~75.00 per unit

Demolition Permit\$~~40~~75.00

Re-inspection Fee

(After 1st inspection or work not ready).....\$50.00

Investigative inspections.....\$50.00

Plan amendments (after 1st review).....\$~~35~~50.00

Permit renewals..... \$~~25~~50.00 each/\$~~50.00~~ maximum

Temporary occupancy request.....\$50.00

COMMERCIAL

New construction and alterations (calculated on gross floor area)

(0—10,000 Finished/Unfinished	\$.20/sq. ft.)
.....	\$.18 sq. ft.
(Over 10,000 sq. ft.).....	\$.12 sq. ft.
Minimum fee.....	\$75.00

Electrical/Plumbing/Mechanical

Electric.....	\$.04 <u>07</u> sq.ft./\$75.00 minimum
Plumbing.....	\$6.00 per fixture/\$75.00 minimum
Mechanical.....	\$.04 <u>07</u> sq. ft./\$75.00 minimum

Fire Suppression and Fire Alarm Systems.....	\$.02 sq.ft./\$150.00 minimum
Commercial range hoods (Suppression system included)	\$75.00 each
Elevators/escalators.....	\$125.00 each
Signs (electric included).....	\$75.00 each
Swimming pools –	
Commercial use	\$225.00
Electrical.....	\$75.00
Plan amendments (after 1st review).....	\$60.00

OTHER PERMITS/FEES

Mobile office trailers (all inspections).....	\$75.00
U.S. Tanks (underground) /AS Tanks (above ground) (installation or removal)	\$75.00
Amusement device inspections.....	\$125.00
Demolition permit.....	\$75.00
Investigative inspections	\$50.00
Re-inspection fee	\$50.00
(After 1st inspection or work not ready)	
Septic permit	\$40.00
Renewal fee- (\$75.00 per category)	\$300 max.
Work started without permit . \$25.00 each category — \$50.00 maximum	<u>Double Cost of Approved</u>
<u>Permit Fee</u>	
Tents/Air supported structures.....	\$75.00 (each)
Electrical for tents.....	\$40.00

~~All permits~~Permits are subject to a 2% state ~~surecharge~~levy (this does not apply to zoning; ~~and~~
erosion; ~~septic~~ permit fees).

Refunds – 75% of fee may be refunded ~~if voiced~~after written request by owner/agent after issuance of permit.

EROSION AND SEDIMENT CONTROL**~~FEE SCHEDULE~~**

(Permits valid for one year)

Erosion & Sediment Land Disturbing Permit.....	\$300.00 + \$200.00/each additional acre *
Erosion & Sediment Control Plan Review	\$200.00 + \$100.00/each additional acre (payable at plan submission)*
Agreement in lieu of plan (single family dwellings)	\$125 <u>150</u> .00

Land disturbing permit renewal – 50% of initial fee Supplemental Plan Review 50% of initial fee
 Re-inspection fee (after 1st inspection)\$~~50~~75.00
 [for purpose of computing fees, disturbed areas shall be rounded to the next whole acre]
 * up to 10 acres/after 10 acres, additional acreage is 50%

E&S Bond\$1,000.00

BUILDING PLAN REVIEW FEES

(Non Refundable - payable at plan submission)

1. Residential Fee Schedule (R-5 Use groups) Residential dwelling units, additions, alterations & manufactured homes

- [A] Per square foot (finished & unfinished space)..... ~~\$.02~~ [~~\$20~~\$50.00 ~~minimum fee~~]
- [B] Review of revisions to plans previously approved.....\$35.00
- [C] Accessory structure greater than 500 sq. ft.-.....\$20.00

2. Commercial (new construction, additions, alterations, change of use)

- [A] Per square foot (finished & unfinished space).....~~.02~~ [~~\$40.00 minimum fee~~/\$300.00 ~~maximum fee~~]
- [B] Review of revisions of plan previously approved\$~~60~~50.00
- [C] Electrical, plumbing, mechanical Plan reviews -\$~~40~~50.00 ~~each~~ea.
- [D] Fire alarm & fire suppression plan reviews -.....\$50.00

Building Code Board of Appeals

Any appeal or matter considered by the Building Code Board of Appeals.....\$350

Exception

Madison County, including the Madison County School Board and the Madison County Parks and Recreation Authority, and the Madison County Fair are exempted from all fees under this Section B.

C. FY20 Madison County Planning and Zoning**1. Zoning Fees**

Application for Rezoning (Zoning Map Amendment)

Minimum Charge	\$2,000
Parcel >10 acres; additional fee \$100 per acre >10	
Zoning Text Amendment	\$400
Proffer/Conditional Zoning Amendment	\$2,000
Comprehensive Plan Amendment.....	\$1,500
Zoning Certification Letter.....	\$50
Special Use Permit (SUP)	\$500
(SUP), Telecommunications Facility	\$1,500
Additional fee: Consultant Review.....	(Cost)

Board of Zoning Appeals

Variance Request.....	\$200 250
Appeal.....	\$300

Permits

Zoning Permit.....	\$50
Septic Permit	\$50
Agricultural Structure Permit	\$25 50

2. Subdivision Fees

Subdivision Plat, minimum fee.....	\$1,500 850
Additional fee, per lot.....	\$150
Family Division Plat	\$150 350
Boundary Line Adjustment Plat.....	\$250 350
Boundary/Physical Survey Plat	\$50 350

3. Site Plans

Site Plan Review/Approval, minimum fee	\$500
Additional fee, per disturbed acre	\$150

D. FY20 Madison County Solid Waste Collection and Disposal Fees

1. All users of the Madison County transfer station shall be subject to the fees below unless specifically exempted by the Madison County Board of Supervisors.

Madison County, including the Madison County School Board and the Madison County Parks and Recreation Authority, and the Madison County Fair are exempted.

2. Madison County Residents Only: Residential bagged trash: No charge
 - a. Hang tag will be provided at no charge
 - b. One small bulk item permitted per week at no charge (less than 25 lbs)
 - c. Additional or replacement tags \$5.00 with a limit of 2 per household
3. Small home based Madison County business and non profits may dispose up to 6 - 30 gallon bags per week. Anything over 6 bags will be charged at the established rate per ton. A hang tag will be provided at no charge
4. Appliances with Freon (refrigerator, air conditioners) 20.00 each
 - a. Small refrigerators less than 48" tall \$10
5. Tires \$3.00 each
6. Furniture if mixed in with bags can be charged by the unit at:
 - a. Small items (furniture appliances, debris less than 20 lbs)..... \$2.00
 - b. Medium items (furniture appliances, debris less than 50 lbs)..... \$5.00
 - c. Large items (furniture appliances, debris more than 50 lbs).....\$10.00
 - d. Mattress or box spring\$8.00 each
7. All other trash (commercial, bulk, etc.) will be weighed and charged at \$65.00 per ton
8. Brush & woody debris\$65.00 per ton
Free brush months (October & March) for residential brush only.
9. Should the scale be inoperable please refer to the "Scale Inoperative Procedure of 12-9-13
10. No charge for single stream or scrap metal recycling (not appliances)
11. Items that may have a reclaimed value (re-use) may be held separately by the facility and reclaiming by residents or non-profits. This is only as space permits, is for residential use only and is not to be resold. The County is not responsible for and makes no warranty or representation as to condition or use of any items reclaimed.
12. No hazardous materials accepted
13. Payment is by cash, check or a charge account may be set up once approved.
14. Large quantities of recycling may be accepted however rates and logistics shall be negotiated in advance and subject to the Board of Supervisors approval.

E. FY20 Emergency Communications

Secondary structure addresses (ref. Res#2018-12 approved on September 25, 2019)..... \$50.00

MEMORANDUM

TO: Jack Hobbs
FROM: Sean D. Gregg
DATE: April 24, 2020
SUBJECT: Fee Schedule and Tax Rate

Regarding the resolution related to the fee schedule. I would add "Code of Virginia Section 58.1-3703 and Paragraph 1 of the Resolution." I do not have any comment with regard to the fee schedule set in place.

Regarding the resolution to extend the date for payment of taxes to June 26, I approve that as to form.

Then with regard to the ordinance related to the tax rate, I likewise approve that as to form.

ORDINANCE # 2020-XX

Ordinance to Fix Tax Rates for the Tax Year beginning January 1, 2020, setting levies for the year beginning January 1, 2020.

BE IT ORDAINED by the Madison County Board of Supervisors that tax levies for the County of Madison be, and they hereby are established for the tax year beginning January 1, 2020, as follows:

- I. REAL ESTATE** as defined by Virginia Code Section 58.1-300 (1950, as amended), including public service corporation real estate as defined by Virginia Code Section 58.1-2606 (1950, as amended) and manufactured homes as defined by Virginia Code Section 36-85.3 (1950, as amended):

\$0.72 per \$100 of assessed valuation based on 100% of market value, subject to Madison County land use tax ordinance if applicable.

- II. TANGIBLE PERSONAL PROPERTY** as defined by Virginia Code Section 58.1-3000 (1950, as amended) and classified by Virginia Code Section 58.1-3500 through 58.1-3506 (1950, as amended), including public service corporation tangible personal property as defined by Virginia Code Section 58.1-2606 (1950, as amended):

\$3.60 per \$100 of assessed valuation based on 100% of market value for classified tangible personal property defined in Virginia Code Section 58.1-3503(A)(3-5),(7-8),(10-12) (1950, as amended); subject to personal property tax relief for personal use vehicles for automobiles, trucks, motorcycles, trailers or semi-trailers, campers and other recreational vehicles, and other motor vehicles (no increase); provided, however, the tax levy for motor vehicles with a seating capacity of not less than 30 persons, including the driver, as classified by Virginia Code Section 58.13506(A)(39) (1950, as amended) shall be \$1.77 per \$100 of assessed valuation based on 100% of market value;

\$3.10 per \$100 of assessed valuation based on 100% of market value for all other classified tangible personal property; provided, however, household goods and personal effects as defined by Virginia Code Section 58.1-3504 (A)(1-10) (1950, as amended) shall be exempt and farm animals, grains and other feeds used for the nurture of farm animals, agricultural products, farm machinery and farm implements as defined by Virginia Code Section 58.1-3505(A)(1-8) and (10) (1950, as amended) shall be exempt.

- III. MACHINERY AND TOOLS** as defined by Virginia Code Section 58.13507 (1950, as amended):

\$1.67 per \$100 of assessed valuation based on 100% of market value.

- IV. MERCHANTS CAPITAL** as defined by Virginia Code Section 58.1- 3510 (1950, as amended); provided, however, that persons or entities with no physical place of business in Madison County will not be taxed on the value of inventory owned by them and stored in a company that specializes in product fulfillment services on behalf of the product owner:

\$0.86 per \$100 of assessed valuation based on 100% of market value

Adopted this ____ day of _____, 2020 on motion of Supervisor _____,
 seconded by Supervisor _____.

 R. Clay Jackson, Chair
 Madison County Board of Supervisors

	Aye	Nay	Abstain	Absent
R. Clay Jackson	_____	_____	_____	_____
Charlotte Hoffman	_____	_____	_____	_____
Kevin McGhee	_____	_____	_____	_____
Amber Foster	_____	_____	_____	_____
Carlton Yowell	_____	_____	_____	_____

A RESOLUTION TO AUTHORIZE THE EXTENSION OF THE JUNE 5, 2020 ESTATE TAX INSTALLMENT PAYMENT DUE DATE TO JUNE 26, 2020.

Whereas, on December 17, 2008, the Madison County Board of Supervisors adopted Ordinance 2008-9 that had the effect of establishing June 5 and December 5 as semiannual installment due dates for the payment of real estate taxes; and

Whereas, various factors have resulted in a delayed completion of the 2020 real estate tax rate establishment process, and

Whereas, the Commissioner of the Revenue and Treasurer require time to process and issue bills between the adoption of the tax rate and issuance of bills and have suggested an extension of the June 5, 2020 due date to allow ratepayers adequate time to remit after receiving tax bills; and

Whereas, §58.1-3916 of the Code of Virginia authorizes the Board of Supervisors to provide by resolution for reasonable extensions of time, not to exceed 90 days, for the payment of real estate taxes;

Now, therefore, be it resolved that the Madison County Board of Supervisors authorizes the extension of the June 5, 2020 semiannual real estate tax installment due dates for the payment of real estate taxes to June 26, 2020.

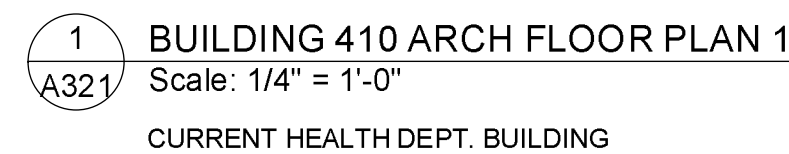
This Resolution shall take effect immediately.

Adopted: _____.

Chairman of the Board, Board of Supervisors
Madison County, Virginia

ATTEST:

Clerk, Board of Supervisors, Madison County, Virginia

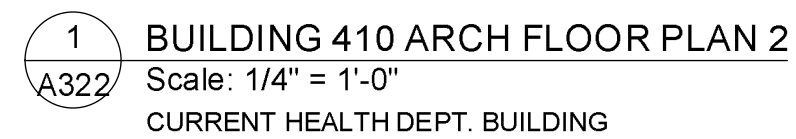


CR **COMMISSIONER OF REVENUE**
 CURRENT AREA: 854.8 SF
 PROJECTED AREA: 1139.7 SF
 AREA SHOWN: 1187.0 SF

1. TREASURER AND COMMISSIONER OF REVENUE EACH HAS PUBLIC ACCESS AND CONTROL.
2. CLEAR OFFICE PATHS TO BREAKROOM.
3. LARGE AND SMALL CONFERENCE ROOMS.
4. COMMON EQUIPMENT AREA.
5. BREAKROOM USES EXISTING PLUMBING AND HAS OUTSIDE ACCESS.

1. RESTROOMS DO NOT SHARE COMMON PLUMBING WALL.

[illegible]

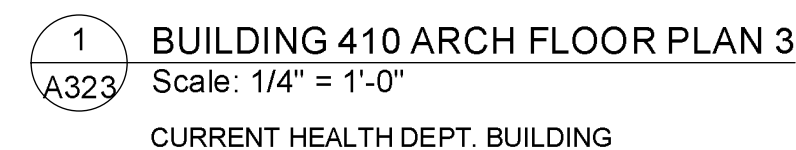


CR **COMMISSIONER OF REVENUE**
 CURRENT AREA: 854.8 SF
 PROJECTED AREA: 1139.7 SF
 AREA SHOWN: 1110.0 SF

1. TREASURER AND COMMISSIONER OF REVENUE EACH HAS PUBLIC ACCESS AND CONTROL.
2. CLEAR OFFICE PATHS TO BREAKROOM.
3. LARGE AND SMALL CONFERENCE ROOMS.
4. COMMON EQUIPMENT AREA.
5. BREAKROOM USES EXISTING PLUMBING AND HAS OUTSIDE ACCESS.
6. RESTROOMS SHARE COMMON PLUMBING WALL AND ARE COLOCATED.

1. COMMISSIONER OF REVENUE HAS LESS SPACE THEN AT OPTION 1.

[illegible]



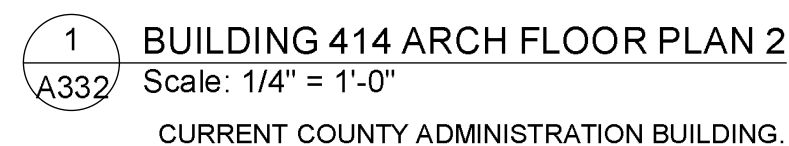
CR **COMMISSIONER OF REVENUE**
 CURRENT AREA: 854.8 SF
 PROJECTED AREA: 1139.7 SF
 AREA SHOWN: 1133.0 SF

1. TREASURER AND COMMISSIONER OF REVENUE EACH HAS PUBLIC ACCESS AND CONTROL.
2. CLEAR OFFICE PATHS TO BREAKROOM.
3. LARGE AND SMALL CONFERENCE ROOMS.
4. COMMON EQUIPMENT AREA.
5. BREAKROOM USES EXISTING PLUMBING AND HAS OUTSIDE ACCESS.
6. RESTROOMS SHARE COMMON PLUMBING WALL AND ARE COLOCATED.

1. TREASURER HAS LESS SPACE THEN AT OPTION 2
2. BREAKROOM ACCESS IS LESS GENEROUS..

Drawing No.		A323		of	
Sheet Scale		BLDG 410 ARCH FLR OPTION 3		Drawing Title	
Client Name		COUNTY OF MADISON, VIRGINIA 302 THIRT ROAD MADISON, VA 22727		Architect	
Design Firm		Norman Smith Architecture 1341 H Street NE, Washington DC 20002 357 State Mills Road Sunnyvale, VA 22740 T 202.482.8888 www.normansmitharchitecture.com		Contract No.	
Contract No.	042201	Date	04/20/20	Revision	1
Contract No.	042201	Date	04/20/20	Revision	2
Contract No.	042201	Date	04/20/20	Revision	3
Contract No.	042201	Date	04/20/20	Revision	4
Contract No.	042201	Date	04/20/20	Revision	5
Contract No.	042201	Date	04/20/20	Revision	6
Contract No.	042201	Date	04/20/20	Revision	7
Contract No.	042201	Date	04/20/20	Revision	8
Contract No.	042201	Date	04/20/20	Revision	9
Contract No.	042201	Date	04/20/20	Revision	10
Contract No.	042201	Date	04/20/20	Revision	11
Contract No.	042201	Date	04/20/20	Revision	12
Contract No.	042201	Date	04/20/20	Revision	13
Contract No.	042201	Date	04/20/20	Revision	14
Contract No.	042201	Date	04/20/20	Revision	15
Contract No.	042201	Date	04/20/20	Revision	16
Contract No.	042201	Date	04/20/20	Revision	17
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Contract No.	042201	Date	04/20/20	Revision	19
Contract No.	042201	Date	04/20/20	Revision	20
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Contract No.	042201	Date	04/20/20	Revision	58
Contract No.	042201	Date	04/20/20	Revision	59
Contract No.	042201	Date	04/20/20	Revision	60
Contract No.	042201	Date	04/20/20	Revision	61
Contract No.	042201	Date	04/20/20	Revision	62





VOTER REGISTRATION
CURRENT AREA: 801.8 SF
PROJECTED AREA: 1096.0 SF
AREA SHOWN: 827.0 SF

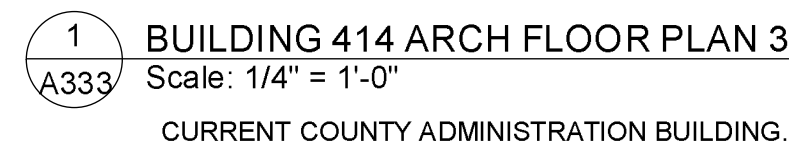
FINANCE & IT
CURRENT AREA: 715.0 SF
PROJECTED AREA: 894.0 SF
AREA SHOWN: 905.0 SF

COUNTY ADMINISTRATOR
CURRENT AREA: 388.8 SF
PROJECTED AREA: 583.2 SF
AREA SHOWN: 520.0 SF

1. COMMON EQUIPMENT AREA HAS MEETING AREA.
2. LARGE CONFERENCE ROOM.
3. SEPARATE BREAKROOM.
4. RESTROOMS SHARE COMMON PLUMBING WALL AND ARE COLOCATED.

1. VOTER REGISTRAR SMALLER THAN OTHER OPTIONS.

[illegible]



VOTER REGISTRATION
CURRENT AREA: 801.8 SF
PROJECTED AREA: 1096.0 SF
AREA SHOWN: 924.0 SF

FINANCE & IT
CURRENT AREA: 715.0 SF
PROJECTED AREA: 894.0 SF
AREA SHOWN: 885.0 SF

COUNTY ADMINISTRATOR
CURRENT AREA: 388.8 SF
PROJECTED AREA: 583.2 SF
AREA SHOWN: 573.0 SF

1. SHARED EQUIPMENT ROOM HAS MEETING AREA.
2. SEPARATE BREAKROOM.
3. RESTROOMS SHARE COMMON PLUMBING WALL AND ARE COLOCATED.

1. CONFERENCE ROOM SMALLER THAN OTHER OPTIONS.

Project No.	Sheet	Project Title	Client	Scale	Revision	Revision Notes	Zone	Area
1341 H Street NE, Washington DC 20002	3537 State Mills Road, Springfield, VA 22140	Normal Smith Architects	1897	04/20/20	1	2/28/20	2	2
MADISON, VA 22127	T202-462-5986 www.normansmitharchitects.com	3537 State Mills Road, Springfield, VA 22140	1897	04/20/20	1	2/28/20	2	2
Project Title	Sheet	Project Title	Client	Scale	Revision	Revision Notes	Zone	Area
BLDG 414 ARCH FLR OPTION 3	3537 State Mills Road, Springfield, VA 22140	Normal Smith Architects	1897	04/20/20	1	2/28/20	2	2
BLDG 414 ARCH FLR OPTION 3	T202-462-5986 www.normansmitharchitects.com	3537 State Mills Road, Springfield, VA 22140	1897	04/20/20	1	2/28/20	2	2