

Shenandoah County Administrator's Weekly Memorandum



Weekly Message to the Members of the Board of Supervisors for December 16, 2016

Holiday hours: With the upcoming holiday I wanted to provide you the operational hours of various county offices and locations:

County Government Center: Closed December 23 and 26, 2016 and January 2, 2017

County Library: Closed December 23, 24 and 26, 2016 and January 2, 2017

Animal Shelter: Open December 24, 2016 until 11:30 a.m. Closed December 26, 2016. Open December 31, 2016 and closed January 2, 2017.

Landfill:& Convenience Sites:

December 23, 2016 - Landfill and Convenience sites open normal hours

December 24, 2016 - Landfill Closed Convenience Sites open 7:00 a.m. until 7:00 p.m.

December 25, 2016 - Landfill and Convenience Sites Closed

December 26, 2016 - Landfill and Convenience Sites open normal hours

December 31, 2016 - Landfill and Convenience Sites open normal hours

January 1, 2017 - Landfill Closed Convenience Sites Open 1:00 p.m. until 5:00 p.m.

January 2, 2017 - Landfill and Convenience Sites are closed.

Tourism & Marketing: Jenna French, Director of Tourism and Marketing, indicated Shenandoah County has the top performing ad so far for the month of December with a Click Through Rate (CTR) of 0.83%. This sounds small but an average CTR is typically 0.17%. CTR is the number of times an ad is "clicked on" or someone decides to go directly to a site as a result of an ad divided by the total number of times the ad appears on a website. For instance, if an ad appeared 10,000 times and 17 people clicked on the ad to take them to their website, they would have a .17% click through rate (which is the industry average). Shenandoah County is guaranteed that our ad will run 40,000 times per month which means that at a .83% CTR, 332 people have gone to our website as a result of this ad. Again, the average rates are extremely low but still work to build brand awareness. The website where this ad appears is www.Virginia.org but because we only purchased 40,000 impressions, the ad will not appear EVERY time someone visits the site. Different ads are randomly generated to ensure that all paid advertisers receive their paid share.

Board meeting reports: The department reports presented at the December 13, 2016 board meeting are attached. In addition, I indicated at the board meeting that the monthly financial reports should have reflected November 30, 2016 instead of October 31, 2016. After speaking with staff, the monthly financial closing of the immediate prior month, in this case November, does not occur in time to include with the day meeting agenda of the Board. Therefore, the November 30 report was not available with your December 13 agenda and will be included with your January 10, 2017 agenda packet.

Library: The Shenandoah County Library System recognized local World War II veterans on Thursday, December 8. Three veterans and two veterans widows attended the event in Edinburg. The event marked the 75th anniversary of Americas entry into the war.

All five received commemorative coins and thanks for their service from library staff, Ray Powell of the American Legion and Veterans of Foreign Wars and Chairman of the Board of Supervisors, Conrad Helsley. Chairman Helsley is pictured with one of the veterans. *Photo from the Daily News Record.*



RSW Jail Reports: Attached are the monthly financials and statistics for the RSW Jail. Also, RSW Jail had their first employee retirement. Barbara Stickley of Shenandoah County, who previously worked at the Shenandoah County Jail and transferred employment to RSW Jail retired on November 30. We wish her well in her retirement. To the right is a photo with Barbara, Doug Stanley, Chairman of the RSW Jail Authority, and Superintendent Bill Wilson.



St. Luke Citizen Convenience Site: After several weeks of negotiations with representatives of the landowners of the St. Luke citizen convenience site we were unable to reach a mutually agreeable arrangement. The site will, unfortunately, be closed to the public on December 31, 2016 at 7:00 p.m. We have posted signage at the site today, December 16. The signage includes a map directing citizens to other convenience sites. In addition, on Monday, December 19 approximately 1,300 letters will be mailed to citizens in that area. The letter will also contain a map. We will also reach out to our local media partners and social media outlets to help spread the word.

Route 55 Citizen Convenience Site: After receiving notification that Hockman Farms LLC would not continue their lease for the Rt. 55 site Administration was able to reach a mutually agreeable lease arrangement. The Rt. 55 site will remain open for one year through December 31, 2017 and the County will operate this site.



FALL '16 RECAP (SEPT-NOV)

- **83 different activities offered**
- **Youth classes, adult leagues, trips, senior classes, instructional classes, special events, youth sports**
- **1,825 customer registrations**
- **13 sessions cancelled due to low enrollment**
- **84% success rate**
- **Facebook, Twitter, Instagram provide advertising avenues**
- **Successful registration for YOUTH BASKETBALL with over 450+ kids-sponsorship program \$6,700!**
- **Redesigned layout of the brochure**
- **Positive feedback from County Park improvements**
- **Increased trip registrations**
- **Sustained school year numbers for KidzRec**
- **Large increase in webtrac usage-KidzRec, Yth programs**

COUNTY PARK UPDATE

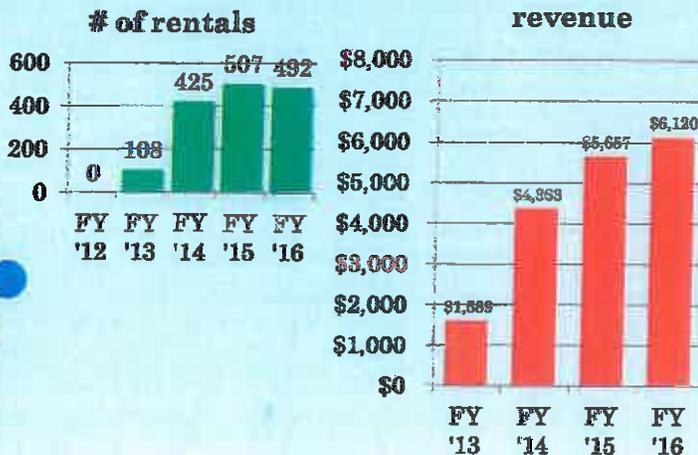
- Utilized the RSW Regional Jail workforce every Thursday
- Staff dedicated to the beautification of the park
- Brush removal efforts continue
- Increased safety for park users
- Updated garage doors
- Increased # of field reservations for softball tourneys.
- Shelter Rentals '16 - 79 reservations, \$2k in revenue
- Focusing on the Alms House sign fence row and the area along Rt. 11 and picnic shelters



FACILITY RENTALS

Charterhouse School

- Increase in 3rd party rentals



DEPARTMENT FOCUS

- Use of advertising avenues-Facebook, Twitter, Instagram, etc. We are using Canva for creating flyers for our advertising outlets.
- Resigned layout of quarterly brochures-new look, easier to find programs and use of creative flyers for special events-MARKETING 101!
- Utilizing Survey Monkey for evaluations of programs/trips/events
- Relationship with NPS on Keister Park opportunities
- Implementing additional youth programming ideas
- Continued community partnerships
- Increased awareness of KidzRec program
- County Park improvements
- Excellent customer service
- Summer planning due to new school calendar

DEPARTMENT SUCCESSES

- Adoption of KidzRec and increased enrollments
- Trip offerings and registrations
- Community sponsorships: Glow Golf Tourney, youth bball jerseys, Punky Scholarship, Arlington Trip
- Successful summer camp program for 2016-partnerships, quality instructors, advertising
- Senior programming
- Successful disc golf events in October-75 participants
- Additional health and fitness classes
- Special events-Easter Egg Hunt, Kids Fishing Derby, Doggie Paddle, Jeep Poker Run, Trick or Treat event
- Adult sports leagues-80+ adult teams in 2016
- Continued positive support from the schools on MOU
- Support from all county departments

BUDGET UPDATE

as of Nov. 30, 2016

- Operating budget-61% remaining
- Program budget-REVENUE is \$204,633 and EXPENSES are \$173,198
- Sports, Special Events and Trips are doing very well so far for FY '17
- \$14K in rental fees for FY '17 so far
- \$3,422 in Punky proceeds, \$2,716 used

UPCOMING EVENTS

- Kids Holiday Play Day-this Friday, 50+ kids
- Dominoes Tournament in January
- Arts/Craft Show in March
- Egg Hunt





**December 2016
Board of Supervisors Report**

Regional Branding Effort

11 Localities



- Clarke County
- Winchester/Frederick County
- Shenandoah County
- Warren County
- Page County
- Rockingham County
- Harrisonburg
- Augusta County
- Staunton
- Waynesboro
- Lexington/Rockbridge County

Regional Strategy

When it comes to marketing,
the sum is greater than its parts.

1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 =

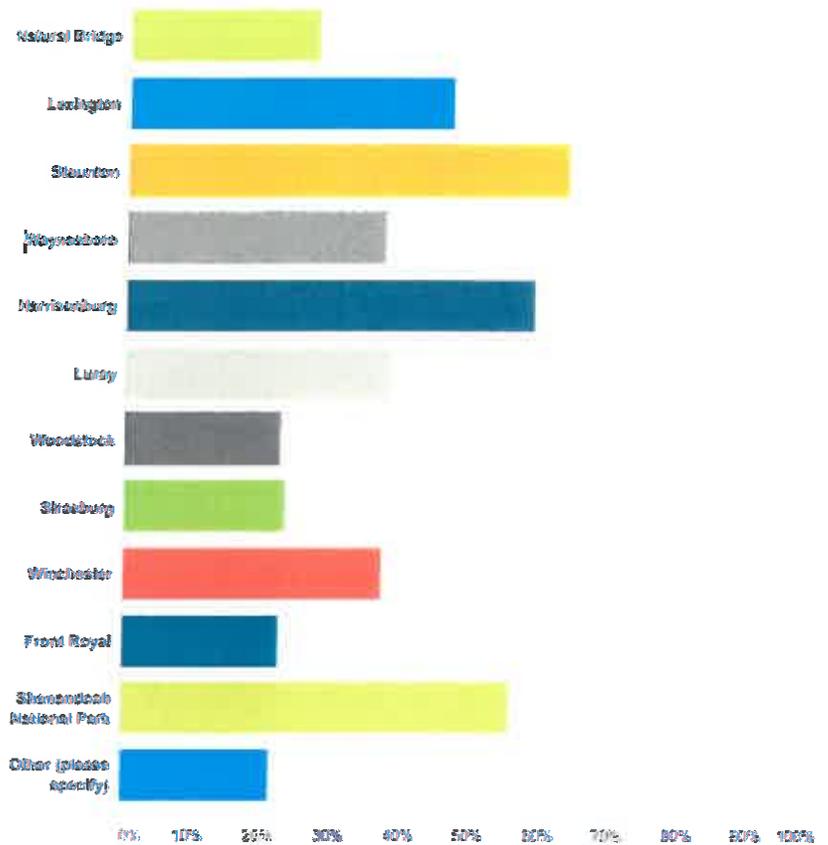


Visitor Survey

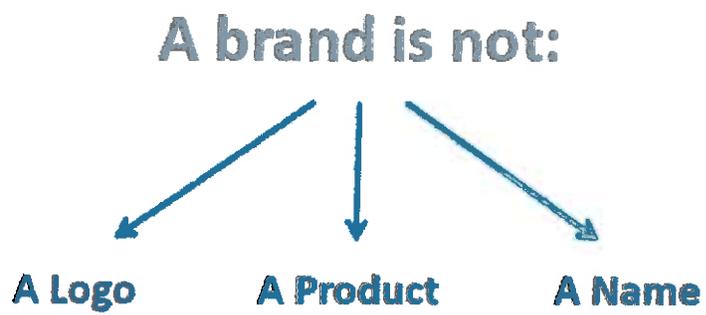
The average Shenandoah Valley traveler visited 4.5 towns or cities while here

Q2 Which places in the Shenandoah Valley did you visit (check all that apply)?

Question 100 5/14/2018



Misconceptions about a brand.



What is a Brand?

A gut feeling that a customer has
about a product, attraction or destination

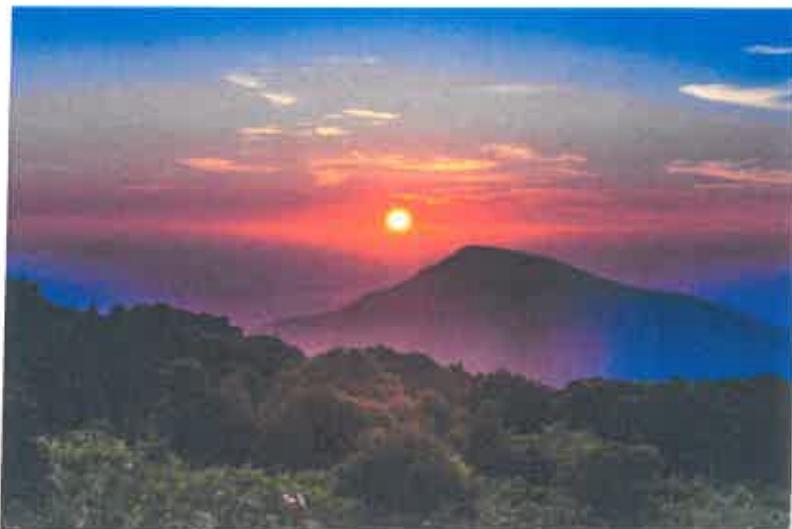
A brand is a singular idea or concept that you own
inside the mind of the consumer

Your Reputation

Visitor Survey

28% of visitors referred to their trip as
“a visit to The Shenandoah Valley”

(not the town or county in which they stayed)



Brand Promise

The natural beauty of the mountains
and region's extensive history
form a permanent back drop as travelers enjoy
charming small towns, outdoor recreation,
resort living and a **diverse culinary scene**
made possible by a **rich agricultural tradition**

Brand Personality



Scenic & Historic

Active yet Peaceful

Modern yet Nostalgic

What now?

Emphasize Today's Shenandoah Valley



**SHENANDOAH
VALLEY**

Formed by
mountains.

Fueled by
adrenaline.

From atop the Blue Ridge, the landscape and scenic beauty of the Shenandoah Valley seem to change from moment to moment, filled with forested peaks, mountain views, viewpoints and a quest for outdoor adventure. That's Today's Shenandoah Valley.

Today'sShenandoahValley.com



Ad Campaigns

General Leisure Ad:

Formed by Mountains. Rich in Tradition.

With the Blue Ridge to the east and the Alleghenies to the west, the Shenandoah Valley is a unique and historic swath of Virginia countryside. Outdoor enthusiasts come to play in the forests, parks and waters while modern day explorers roam the byways and back roads visiting the many authentic cities and towns. That's Today's Shenandoah Valley.



Ad Campaigns

Food Traveler:

Formed by Mountains. Fed by Family Farms.

Long ago settlers discovered that the rich, fertile soil of the Shenandoah Valley was ideal for farming. Agriculture continues to be a leading industry in the region, which is great news to local chefs who are making this the finest farm-to-table culinary scene in Virginia. That's Today's Shenandoah Valley.



Next Steps

VTC Grant

Website Development: TodaysShenandoahValley.com

Campaign Development & Marketing

Public Relations

Media Tours





Department of Community Development

Quarterly Report
December 13, 2016

FY 2017 Activity (July – November)

- 59 new dwellings permitted
- average 490 inspections/month
- Development of existing sites in Woodstock
- Ridgeley Ag & Forestal Renewal
 - Increased interest, almost doubling size
- Comprehensive Plan – Chapters 4 & 6

Virginia Business Ready Sites Program

- Established to identify and assess the readiness of potential industrial or commercial sites in the Commonwealth for industrial or commercial economic development purposes

VBRSP Funding

- \$750,000 from the general fund for FY 2017
- \$1,250,000 general fund for FY 2018
- Up to \$250,000 of the FY 2017 appropriation for Site Characterization Grants to help pay or reimburse engineering costs
- At least 250 acres with a minimum of 100 contiguous developable acres

Site Characterization

- Tier 1 – Site marketed for economic development, no sales price, comprehensive plan reflects commercial/industrial, not zoned as such, minimal due diligence performed
- Tier 2 – Tier 1, plus competitive sales price, access permitted for site assessment, construction, marketing

Site Characterization

- Tier 3 – Site is zoned for commercial/ industrial, minimal/no infrastructure, wetlands survey completed, geotechnical survey, Phase I Environmental Assessment
- Tier 4 – All infrastructure in place, deliverable within 12 months
- Tier 5 – All permits in place and site ready for disturbance permit

Mt. Jackson Site

- November 1, Governor announced 28 grants for site assessment
- Turkey Knob site received \$5,000 for site assessment
- After Site Characterization will be eligible for next round of funding for infrastructure improvements (FY 2018)
- 136 acres Industrial – 512 acres proposed
648 acres total

**PROGRAM
INFORMATION**



Virginia Cooperative Extension

Virginia Tech • Virginia State University

The Need

- Diabetes is the 7th leading cause of death
- 20% of all healthcare spending is for people with diabetes.
- 29 million people are living with diabetes in the U.S.
- Shenandoah County has higher diabetes prevalence than the state.
- Diabetes self-management education for people with diabetes will improve their health

The Response

Virginia Cooperative Extension is offering a lifestyle modification program to help Shenandoah County residents with diabetes better control their diabetes.

December, 2016

Shenandoah County Cooperative Extension : Addressing a Critical Need for Diabetes Self-Management Instruction for County Residents

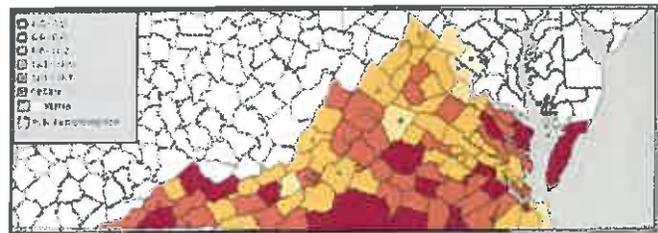
Diabetes is the seventh leading cause of death in the US, and the leading cause of kidney failure, lower-limb amputations, and adult-onset blindness. More than 20% of health care spending is for people diagnosed with diabetes. The prevalence of diabetes has increased at an alarming rate, soaring by 45% between 2001 and 2010. Currently there are 29 million U.S. adults living with diabetes, and 86 million with pre-diabetes. This health condition has become a National priority, and significant efforts are being made to prevent diabetes and help those with the disease live healthier lives.

Nine percent of Virginia adults had diabetes in 2013,

with an annual diabetes related death rate of 18.8%. The prevalence of adult diabetes is 11% in Shenandoah County and is slightly higher than the state average. The good news is that the diabetes death rate of residents in Shenandoah County is slightly lower than the State average, at 16.5%.

Overweight and obesity is a primary driver of the increasing diabetes rates. Approximately 66% of Shenandoah residents are overweight or obese, an alarming statistic. There is a critical need for accessible, effective lifestyle change education programs for Shenandoah residents to change the trajectory of these statistics.

Diabetes Prevalence in Virginia



Source: Centers for Disease Control and Prevention, 2013

Virginia Cooperative Extension offers diabetes self-management education programs.

The Shenandoah County Cooperative Extension Office has formed a unique collaboration with diabetes educators from the Valley Health Hospital System to bring evidence based diabetes self-management education to Shenandoah County residents. The Balanced

Living with Diabetes Program, is a five session lifestyle change program that spans 3 months, and leads participants through a process of developing healthy diet and activity behaviors that result in improved diabetes management.



RSW REGIONAL JAIL AUTHORITY
EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
for Fiscal Year 2017 (2016-2017 FISCAL YEAR)
Posted Only Figures
Executed By: lclinedinst

Page: 1
Date: 12/08/16
Time: 16:06:27

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
OBJ 1000 SALARIES & BENEFITS							
1100	SALARIES (REGULAR)	\$ 5,836,638.00	\$ 0.00	\$ 330,150.20	\$ 1,882,172.21	\$ 3,954,465.79	32.25
1200	SALARIES (OVERTIME)	\$ 78,153.00	\$ 0.00	\$ 40,052.51	\$ 109,158.48	\$ 31,005.48	139.67
1300	SALARIES (PART-TIME)	\$ 46,740.00	\$ 0.00	\$ 2,690.80	\$ 14,542.85	\$ 32,197.15	31.11
1400	SALARIES (HOLIDAY)	\$ 329,251.00	\$ 0.00	\$ 17,604.34	\$ 57,227.32	\$ 272,023.68	17.38
1500	VEHICLE ALLOWANCE	\$ 0.00	\$ 0.00	\$ 300.00	\$ 1,500.00	\$ 1,500.00	100.00
1800	ACCRUED LEAVE PAYOFF AT TERMINA	\$ 35,408.00	\$ 0.00	\$ 0.00	\$ 4,392.00	\$ 31,016.00	12.40
1825	ANNUAL LEAVE TAKEN	\$ 0.00	\$ 0.00	\$ 17,716.32	\$ 62,498.34	\$ 62,498.34	100.00
1830	SICK LEAVE TAKEN	\$ 0.00	\$ 0.00	\$ 12,979.94	\$ 44,507.85	\$ 44,507.85	100.00
1925	COMP TIME TAKEN	\$ 0.00	\$ 0.00	\$ 421.70	\$ 2,307.70	\$ 2,307.70	100.00
1000	SALARIES & BENEFITS	\$ 4,325,190.00	\$ 0.00	\$ 421,915.81	\$ 2,178,306.75	\$ 4,147,883.25	34.43
OBJ 2000							
2100	FICA	\$ 450,078.00	\$ 0.00	\$ 30,850.18	\$ 159,672.52	\$ 290,405.48	35.48
2210	VRS	\$ 799,072.00	\$ 0.00	\$ 52,306.11	\$ 254,484.86	\$ 544,587.14	31.85
2300	HOSPITALIZATION INSURANCE	\$ 1,013,970.00	\$ 0.00	\$ 75,676.00	\$ 372,925.00	\$ 641,045.00	36.78
2400	GROUP LIFE INSURANCE	\$ 74,030.00	\$ 0.00	\$ 4,881.43	\$ 24,348.70	\$ 49,681.30	32.89
2500	SHORT & LONG TERM DISABILITY IN	\$ 3,650.00	\$ 0.00	\$ 291.22	\$ 1,247.96	\$ 2,402.04	34.19
2600	UNEMPLOYMENT INSURANCE	\$ 70,653.00	\$ 0.00	\$ 0.00	\$ 31,413.66	\$ 102,066.66	-44.46
2700	WORKERS COMPENSATION INSURANCE	\$ 92,295.00	\$ 0.00	\$ 2,952.00	\$ 49,099.50	\$ 43,195.50	53.20
2000		\$ 2,503,748.00	\$ 0.00	\$ 166,956.94	\$ 830,364.88	\$ 1,673,383.12	33.16
OBJ 3000 CONTRACTUAL SERVICES							
3110	PROF. HEALTH SERVICES - ON-SITE	\$ 232,916.00	\$ 0.00	\$ 17,574.13	\$ 84,681.95	\$ 148,234.05	36.36
3111	PROF. HEALTH SERVICES - OFFSITE	\$ 133,252.00	\$ 0.00	\$ 28,127.09	\$ 126,590.31	\$ 6,661.69	95.00
3112	PROF. HEALTH SERVICES - PRESCRI	\$ 156,378.00	\$ 0.00	\$ 61,097.09	\$ 100,982.59	\$ 55,395.41	64.58
3113	PROF. HEALTH SERVICES - DENTAL	\$ 28,082.00	\$ 3,995.20	\$ 3,854.35	\$ 22,938.60	\$ 1,148.20	95.91
3120	PROFESSIONAL SERVICES - ACCOUNT	\$ 22,000.00	\$ 0.00	\$ 0.00	\$ 12,379.30	\$ 9,620.70	56.27
3150	PROFESSIONAL SERVICES - LEGAL S	\$ 36,000.00	\$ 0.00	\$ 0.00	\$ 36,000.00	\$ 0.00	100.00
3155	PROFESSIONAL SERVICES - OTHER	\$ 23,050.00	\$ 0.00	\$ 2,617.82	\$ 11,588.74	\$ 11,461.26	50.28
3310	REPAIRS & MAINTENANCE SERVICES	\$ 8,000.00	\$ 0.00	\$ 1,990.66	\$ 12,269.64	\$ 4,269.64	153.37
3315	MOTOR VEHICLE REPAIRS & MAINTEN	\$ 0.00	\$ 0.00	\$ 0.00	\$ 716.81	\$ 716.81	100.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 159,359.00	\$ 16,183.50	\$ 4,793.51	\$ 43,165.62	\$ 100,009.88	37.24
3500	PRINTING & BINDING	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,400.00	0.00
3600	ADVERTISING	\$ 4,000.00	\$ 0.00	\$ 1,903.75	\$ 4,862.75	\$ 862.75	121.57
3700	RECRUITMENT COSTS (JOB FAIRS)	\$ 0.00	\$ 0.00	\$ 131.90	\$ 3,279.33	\$ 3,279.33	100.00
3000	CONTRACTUAL SERVICES	\$ 804,437.00	\$ 20,178.70	\$ 122,090.30	\$ 459,455.64	\$ 324,802.66	59.62
OBJ 5000 OTHER SERVICES							
5110	ELECTRICAL SERVICES	\$ 300,000.00	\$ 0.00	\$ 26,304.71	\$ 153,503.77	\$ 146,496.23	51.17
5120	NATURAL GAS	\$ 70,000.00	\$ 0.00	\$ 46.35	\$ 9,500.71	\$ 60,499.29	13.57
5130	WATER & SEWER	\$ 204,000.00	\$ 0.00	\$ 19,895.44	\$ 102,240.68	\$ 101,759.32	50.12
5135	WASTE REMOVAL	\$ 16,000.00	\$ 0.00	\$ 1,498.52	\$ 5,365.36	\$ 10,634.64	33.53
5210	POSTAGE	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 500.98	\$ 1,999.02	20.04
5230	TELECOMMUNICATIONS	\$ 26,280.00	\$ 0.00	\$ 2,363.83	\$ 9,122.66	\$ 17,157.34	34.71
5250	INTERNET & CABLE SERVICES	\$ 3,766.00	\$ 0.00	\$ 306.75	\$ 2,268.00	\$ 1,498.00	60.22
5301	BOILER, MACHINERY, FIRE & GENER	\$ 28,880.00	\$ 0.00	\$ 0.00	\$ 21,827.00	\$ 7,053.00	75.58
5305	VEHICLE INSURANCE	\$ 5,742.00	\$ 0.00	\$ 0.00	\$ 6,048.00	\$ 306.00	105.33
5306	PUBLIC OFFICIALS LIABILITY INSU	\$ 3,217.00	\$ 0.00	\$ 0.00	\$ 3,355.00	\$ 138.00	104.29
5309	LINE OF DUTY	\$ 28,980.00	\$ 0.00	\$ 0.00	\$ 28,980.00	\$ 0.00	100.00
5410	LEASE/PURCHASE EQUIPMENT	\$ 23,000.00	\$ 0.00	\$ 1,767.44	\$ 8,641.57	\$ 14,358.43	37.57
5510	TRAVEL - MILEAGE/PARKING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 85.00	\$ 2,415.00	3.40
5520	CONDUCT OF BUSINESS	\$ 0.00	\$ 0.00	\$ 15.00	\$ 138.54	\$ 138.54	100.00
5530	TRAVEL (FOOD & LODGING)	\$ 1,000.00	\$ 0.00	\$ 492.26	\$ 2,079.11	\$ 1,079.11	207.91
5540	TRAVEL (TRAINING & EDUCATION)	\$ 68,680.00	\$ 0.00	\$ 0.00	\$ 55,808.00	\$ 12,872.00	81.26
5802	BANKING FEES	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 683.45	\$ 5,316.55	11.39
5810	DUES & ASSOCIATION MEMBERSHIP	\$ 2,590.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 1,840.00	28.96
5850	MISCELLANEOUS EXPENSES	\$ 500.00	\$ 0.00	\$ 1,595.76	\$ 1,669.77	\$ 1,169.77	333.95
5860	PROFESSIONAL CERTIFICATION/LICE	\$ 320.00	\$ 0.00	\$ 40.00	\$ 40.00	\$ 280.00	12.50
5000	OTHER SERVICES	\$ 793,955.00	\$ 0.00	\$ 54,326.06	\$ 412,607.60	\$ 381,347.40	51.97

RSW REGIONAL JAIL AUTHORITY
 EXPENDITURE SUMMARY REPORT DEFINITION TYPE #1
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Page: 2
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 Time: 16:06:28

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For NOVEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
OBJ 6000 MATERIALS AND SUPPLIES							
6001	OFFICE SUPPLIES	\$ 26,000.00	\$ 0.00	\$ 766.23	\$ 8,606.22	\$ 17,393.78	33.10
6002	FOOD SERVICE	\$ 375,000.00	\$ 0.00	\$ 26,828.97	\$ 120,261.80	\$ 254,738.20	32.07
6003	FOOD SERVICE SUPPLIES	\$ 23,900.00	\$ 0.00	\$ 901.75	\$ 2,580.39	\$ 21,319.61	10.80
6004	MEDICAL & LAB SUPPLIES	\$ 31,550.00	\$ 133.94	\$ 5,816.77	\$ 5,523.74	\$ 26,160.20	17.08
6005	LAUNDRY/HOUSEKEEPING SUPPLIES	\$ 60,000.00	\$ 225.06	\$ 7,876.22	\$ 23,949.75	\$ 35,825.19	40.29
6006	LINEN SUPPLIES	\$ 16,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16,750.00	0.00
6007	REPAIRS & MAINTENANCE SUPPLIES	\$ 23,500.00	\$ 0.00	\$ 3,452.48	\$ 9,184.32	\$ 14,315.68	39.08
6008	VEHICLE SUPPLIES (GAS & OIL)	\$ 26,500.00	\$ 0.00	\$ 1,517.71	\$ 5,013.13	\$ 21,486.87	18.92
6009	VEHICLE REPAIRS & MAINTENANCE S	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
6010	POLICE EQUIPMENT & SUPPLIES (IN	\$ 38,015.00	\$ 1,698.00	\$ 3,578.35	\$ 4,126.65	\$ 32,190.35	15.32
6011	UNIFORMS AND WEARING APPAREL -	\$ 15,000.00	\$ 5,827.20	\$ 32.00	\$ 2,039.94	\$ 7,132.86	52.45
6014	OPERATING SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
6015	GROUNDS MAINTENANCE	\$ 0.00	\$ 0.00	\$ 1,768.61	\$ 3,645.91	\$ 3,645.91	100.00
6020	INMATE SUPPLIES	\$ 35,000.00	\$ 0.00	\$ 620.58	\$ 3,497.71	\$ 31,502.29	9.99
6000	MATERIALS AND SUPPLIES	\$ 689,215.00	\$ 7,616.32	\$ 53,159.67	\$ 188,429.56	\$ 493,169.12	28.44
OBJ 8000							
8102	FURNITURE & FIXTURES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 852.15	\$ 4,147.85	17.04
8107	COMPUTER EQUIPMENT & SOFTWARE	\$ 11,350.00	\$ 0.00	\$ 99.99	\$ 4,213.01	\$ 7,136.99	37.12
8000		\$ 16,350.00	\$ 0.00	\$ 99.99	\$ 5,065.16	\$ 11,284.84	30.98
OBJ 9000 CONTINGENCIES & OTHER							
9510	PRINCIPAL ON GENERAL OBLIGATION	\$ 990,000.00	\$ 0.00	\$ 0.00	\$ 243,750.00	\$ 746,250.00	24.62
9520	INTEREST ON GENERAL OBLIGATION	\$ 2,014,386.00	\$ 0.00	\$ 0.00	\$ 507,481.25	\$ 1,506,904.75	25.19
9000	CONTINGENCIES & OTHER	\$ 3,004,386.00	\$ 0.00	\$ 0.00	\$ 751,231.25	\$ 2,253,154.75	25.00
GRAND TOTAL		\$ 14,138,281.00	\$ 27,795.02	\$ 818,548.77	\$ 4,825,460.84	\$ 9,285,025.14	34.33

RSW REGIONAL JAIL AUTHORITY
 SOURCE-SOURCE REVENUES SUMMARY REPORT DEFINITION TYPE #1
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Page: 1
 Date: 12/08/16
 Time: 16:08:35

Code	Description	Estimated Revenue	Est. Revenue For NOVEMBER	Revenue For NOVEMBER	Revenue YTD	Unrealized Balance	Percent Real
SOURCE 100000							
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 469,927.00	\$ 0.00	\$ 0.00	\$ 234,962.00	\$ 234,965.00	50.00
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 2,597,880.00	\$ 0.00	\$ 0.00	\$ 1,298,940.00	\$ 1,298,940.00	50.00
110605	FUNDS FROM WARREN COUNTY	\$ 4,523,895.00	\$ 0.00	\$ 0.00	\$ 2,261,946.00	\$ 2,261,949.00	50.00
160501	PRISONERS KEEP FEE	\$ 100,000.00	\$ 0.00	\$ 10,594.54	\$ 47,591.31	\$ 52,408.69	47.59
160503	ELECTRONIC MONITORING PARTICIPAN	\$ 36,000.00	\$ 0.00	\$ 4,578.00	\$ 21,394.97	\$ 14,605.03	59.43
160504	PRISONER ROOM & BOARD FEE - WORK	\$ 135,000.00	\$ 0.00	\$ 7,723.38	\$ 41,368.72	\$ 93,631.28	30.64
160505	PRE-TRIAL DRUG AND ALCOHOL FEE	\$ 33,000.00	\$ 0.00	\$ 1,415.00	\$ 9,690.00	\$ 23,310.00	29.36
160506	SSA INCENTIVE PAY	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,400.00	\$ 1,400.00	100.00
160901	PHYSICIAN CO-PAY	\$ 3,000.00	\$ 0.00	\$ 439.19	\$ 2,252.99	\$ 747.01	75.10
160902	NURSE CO-PAY	\$ 3,000.00	\$ 0.00	\$ 288.42	\$ 1,585.79	\$ 1,414.21	52.86
160903	DENTIST CO-PAY	\$ 2,000.00	\$ 0.00	\$ 99.87	\$ 250.14	\$ 1,749.86	12.51
160904	PRESCRIPTION CO-PAY	\$ 12,000.00	\$ 0.00	\$ 1,272.26	\$ 6,818.78	\$ 5,181.22	56.82
160905	MEDICAL TRANSPORT CO-PAY	\$ 500.00	\$ 0.00	\$ 0.00	\$ 25.00	\$ 475.00	5.00
160906	MEDICAL SUPPLIES	\$ 0.00	\$ 0.00	\$ 54.62	\$ 201.92	\$ 201.92	100.00
160907	MEDICAL INMATE RESPONSIBLE	\$ 0.00	\$ 0.00	\$ 20.00	\$ 497.81	\$ 497.81	100.00
160908	MEDICATION (OVER THE COUNTER)	\$ 0.00	\$ 0.00	\$ 50.33	\$ 264.34	\$ 264.34	100.00
160909	CHRONIC MEDICAL CARE PROGRAM	\$ 0.00	\$ 0.00	\$ 162.97	\$ 392.97	\$ 392.97	100.00
180302	PAYMENTS FOR DAMAGE TO PROPERTY	\$ 0.00	\$ 0.00	\$ 20.00	\$ 70.00	\$ 70.00	100.00
189911	FOIA	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
189912	MISCELLANEOUS REVENUE	\$ 0.00	\$ 0.00	\$ 164.15	\$ 457.18	\$ 457.18	100.00
190202	COV COMP BOARD PER DIEM (STATE)	\$ 485,424.00	\$ 0.00	\$ 176,146.69	\$ 348,682.69	\$ 136,741.31	71.83
190204	TELEPHONE COMMISSIONS	\$ 168,000.00	\$ 0.00	\$ 14,237.26	\$ 53,663.94	\$ 114,336.06	31.94
100000		\$ 8,570,626.00	\$ 0.00	\$ 217,266.68	\$ 4,332,456.55	\$ 4,238,169.45	50.55
SOURCE 200000							
240103	COMP BOARD VACANCY SAVINGS	\$ 0.00	\$ 0.00	\$ 71,754.70	\$ 167,869.58	\$ 167,869.58	100.00
240104	DOC REIMBURSEMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,710.61	\$ 40,710.61	100.00
240105	COMP BOARD SALARY FUNDING	\$ 4,810,440.00	\$ 0.00	\$ 322,311.73	\$ 1,223,799.91	\$ 3,586,640.09	25.44
240106	COV COMP BOARD PER DIEM (LOCAL)	\$ 270,576.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 270,576.00	0.00
240107	COMP BOARD BENEFIT FUNDING	\$ 486,639.00	\$ 0.00	\$ 31,132.28	\$ 93,511.14	\$ 393,127.86	19.22
200000		\$ 5,567,655.00	\$ 0.00	\$ 425,198.71	\$ 1,525,891.24	\$ 4,041,763.76	27.41
GRAND TOTAL		\$ 14,138,281.00	\$ 0.00	\$ 642,465.39	\$ 5,858,347.79	\$ 8,279,933.21	41.44

RSW REGIONAL JAIL AUTHORITY

MONTHLY STATS

AS OF NOVEMBER 30, 2016

	Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Income:														
Comp Board - S&B	\$ 5,297,079	\$ -	\$ 276,572	\$ 343,643.94	\$343,651.57	\$353,444.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,317,311
Comp Board - Vacancy Savings	\$ -	\$ -	\$ -	\$ -	\$ 96,114.88	\$ 71,754.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Funds From Other Govt. Entities	\$ 7,591,702	\$ 1,897,924	\$ -	\$ 1,780,443.00	\$117,481.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,795,848
DOC Reimbursement	\$ -	\$ -	\$ 1,844	\$ 38,866.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,711
Physician co-pay	\$ 3,000	\$ 453	\$ 571	\$ 389.27	\$ 400.57	\$ 439.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,253
Nurse co-pay	\$ 3,000	\$ 432	\$ 333	\$ 205.13	\$ 327.00	\$ 288.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,586
Dentist co-pay	\$ 2,000	\$ -	\$ -	\$ 100.14	\$ 50.13	\$ 99.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
Medical Transport co-pay	\$ 500	\$ -	\$ -	\$ 25.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25
Medical Supplies	\$ -	\$ 47	\$ 84	\$ 3.56	\$ 13.58	\$ 54.62	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical Inmate Responsible	\$ -	\$ 101	\$ 199	\$ 149.16	\$ 29.20	\$ 20.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medication (OTC)	\$ -	\$ 61	\$ 56	\$ 46.29	\$ 50.54	\$ 50.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chronic Medical Care Program	\$ -	\$ -	\$ -	\$ 114.63	\$ 115.37	\$ 162.97	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prescriptions	\$ 12,000	\$ 1,547	\$ 1,341	\$ 1,165.05	\$ 1,493.68	\$ 1,272.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,819
Housing Prisoners/State	\$ 756,000	\$ 172,536	\$ -	\$ -	\$ -	\$ 176,146.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 348,683
Room and Board - WR	\$ 135,000	\$ 7,586	\$ 7,930	\$ 8,974.36	\$ 9,154.63	\$ 7,723.38	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,569
Electronic Monitoring	\$ 36,000	\$ 4,242	\$ 4,097	\$ 4,257.01	\$ 4,221.00	\$ 4,578.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,395
Prisoners Keep Fee	\$ 106,000	\$ 8,795	\$ 9,886	\$ 9,445.50	\$ 8,871.14	\$ 10,594.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,591
Telephone Commission	\$ 168,000	\$ 11,863	\$ -	\$ 27,564.16	\$ -	\$ 14,237.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,664
Pre-Trial Drug and Alcohol Fee	\$ 33,000	\$ 2,075	\$ 2,015	\$ 2,285.00	\$ 1,900.00	\$ 1,415.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,690
Miscellaneous	\$ 1,000	\$ 183	\$ 5	\$ 120.19	\$ 34.50	\$ 184.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 527
SSA Incentive Pay	\$ -	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400
TOTAL JAIL INCOME	\$14,138,281	\$ 2,109,244	\$ 304,931	\$ 2,217,798	\$ 583,909	\$ 642,465	\$ -	\$ 5,689,121						
Expenses:														
Overtime	\$ 76,100	\$ 740	\$ 4,185	\$ 24,902	\$ 39,279	\$ 40,053	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 109,158
Holiday Pay	\$ 314,600	\$ 4,867	\$ 0	\$ 17,134	\$ 17,622	\$ 17,604	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 57,227
Monthly Food Cost		\$ 25,228	\$ 24,884	\$ 19,362	\$ 23,933	\$ 26,829	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4.06
Food Cost per day / per inmate		\$ 2.60	\$ 2.51	\$ 2.04	\$ 2.33	\$ 2.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	AVG.
Inmate Information:														
Avg. Population		313	320	316	332	332								538
Number of Rappahannock inmates		13	17	16	18	18								27
Number of Shenandoah inmates		127	117	117	128	125								205
Number of Warren inmates		173	186	183	186	189								306
Number of other inmates		-	-	-	-	-								56.9%
Total inmate days		9,694	9,903	9,480	10,286	9,971								Total
Number of attempted suicide threats		1	-	-	-	-								49,334
Number of grievances filed		1	3	2	1	-								1
Number of inmates housed in other jurisdictions		7	7	9	10	10								7
Transport Information:														
Total number of transports		175	252	178	211	192								Total
Total number of inmates transported		304	456	278	332	344								1,008
Number of transports to Shenandoah courts		57	70	47	115	51								1,714
Number of transports to Warren courts		71	104	77	172	79								340
Number of transports to Rappahannock courts		4	4	7	6	9								503
Number of transports for bond hearing		-	-	-	-	-								30

RSW REGIONAL JAIL AUTHORITY

MONTHLY STATS

AS OF NOVEMBER 30, 2016

Budget	July	Aug.	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
Number of video hearings	37	55	33	28	37	-	-	-	-	-	-	-	190
Number of TDO transports	5	1	3	3	2	-	-	-	-	-	-	-	14
Number of DOC transports	3	2	-	3	2	-	-	-	-	-	-	-	10
Number of medical transports	14	36	28	24	34	-	-	-	-	-	-	-	136
Number of dental transports	8	14	4	8	-	-	-	-	-	-	-	-	34
Number of hospital transports	13	21	12	26	15	-	-	-	-	-	-	-	87
Number of inmates to hospital	6	15	9	12	9	-	-	-	-	-	-	-	51
Number of other transports	-	-	-	-	-	-	-	-	-	-	-	-	-
Number of miles driven	6,076	7,377	5,703	8,840	4,904	-	-	-	-	-	-	-	32,900
Amount of gas used (GAL)	357	413	469	343	293	-	-	-	-	-	-	-	1,875
Work Force/Work Release Information:													
Number of inmates in work force	30	23	22	24	23	-	-	-	-	-	-	-	Total
Number of times work force was sent out	375	455	309	310	272	-	-	-	-	-	-	-	122
Number of hours worked by work force	3,508	2,908	2,812	3,453	2,840	-	-	-	-	-	-	-	1,721
Savings generated from work force (total hours worked x \$10 per hr)	\$ 35,079	29,081	28,125	34,532	28,404	-	-	-	-	-	-	-	\$ 155,221
Drug test performed	154	208	166	187	172	-	-	-	-	-	-	-	887
Number of inmates in work release	20	22	24	21	17	-	-	-	-	-	-	-	104
Number of inmates removed from work release	2	3	3	3	1	-	-	-	-	-	-	-	12
Number of inmates on HEM	8	10	10	7	8	-	-	-	-	-	-	-	43
Number of people on pretrial	22	20	22	29	22	-	-	-	-	-	-	-	115
Amount of child support collected	-	-	-	-	305	-	-	-	-	-	-	-	305
Amount of court costs collected	4,544	7,140	10,017	2,359	3,043	-	-	-	-	-	-	-	27,104
Medical Information:													
Number of doctor call	69	89	133	145	111	-	-	-	-	-	-	-	Total
Number of nurse call	135	60	95	180	105	-	-	-	-	-	-	-	547
Number of dentist call	7	10	3	11	15	-	-	-	-	-	-	-	575
Number of crisis interventions	10	15	20	15	1	-	-	-	-	-	-	-	46
Number of psychiatrist call	17	24	31	36	37	-	-	-	-	-	-	-	61
Number QMHP call	32	61	59	26	58	-	-	-	-	-	-	-	145
Withdrawal protocol	15	22	14	20	10	-	-	-	-	-	-	-	236
													81