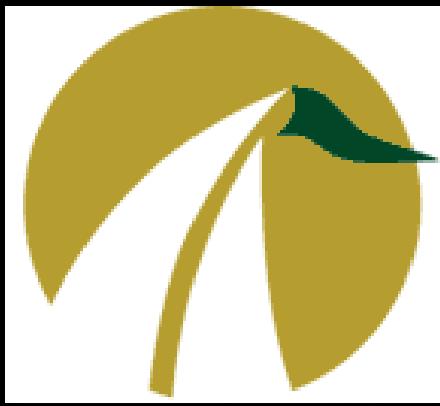


Franklin County, Virginia Adopted Budget Fiscal Year 2018-2019



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Adopted Budget FY 2018-2019
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April 17, 2018

Mr. Cline Brubaker, Chairman
and Members of the Franklin County Board of Supervisors
County Board Meeting Room
1255 Franklin Street
Rocky Mount, Virginia 24151

Dear Chairman Brubaker and Members of the Board:

It is my pleasure to transmit to you today my recommendations for a balanced 2018-2019 budget for the citizens of Franklin County. I am pleased that I am able to recommend this fiscal plan for your consideration and look forward to the Board's feedback and response to the many difficult decisions that went into this recommendation.

As you know, Section 15.2-2503 of the Code of Virginia, as amended, states that the County budget shall be developed for "informative and fiscal planning purposes only". It serves as a plan for County operations, maintenance, capital outlay, and debt service and may include reserves for contingencies and future capital improvements. The annual budget must contain a complete itemization of all estimated expenditures, revenues, and borrowings and must be approved by the governing body prior to July 1 of each year. Similarly, the School Board Budget must be adopted by May 1 of each year.

The power of the Board of Supervisors to grant or withhold funds is an important means by which it can determine general County policies and the level of services to be offered. Budgeting is a planning process required by law that enables the Board of Supervisors to examine requests for County funds, to anticipate revenue needs, and to make decisions about the priority of programs and level of services to be provided. It is a work-plan expressed in terms of dollars and as such is an important tool of fiscal management.

Staff's recommendation for the County's 18-19 fiscal plan totals \$142,599,716. This total represents an increase of \$5,734,645 over the current year adopted budget of \$136,865,071 or 4.2%.

The proposed budget focuses on three core tenets: promote social stability, develop community infrastructure, and provide cost-effective services. To accomplish these goals, I am proposing a seven cents real estate tax increase and a seventeen cents personal property tax increase. These proposed tax increases will provide needed investments in public safety, education, and economic

development and capital infrastructure. More specifically, the proposed increase addresses additional staffing for the Sheriff's Office, E911 Dispatch Center, and the Public Safety Department. The proposed increase will also fund increases in salaries of these public safety functions including the Department of Social Services to better compensate our employees based on the current market conditions. The proposal also increases our operational funding to the Franklin County Public Schools, allows for the continued development of the Summit View Business Park, and makes additional investments in our capital infrastructure. The 18-19 budget ensures financial stability for the coming year, preserves existing programs and funds essential services for Franklin County.

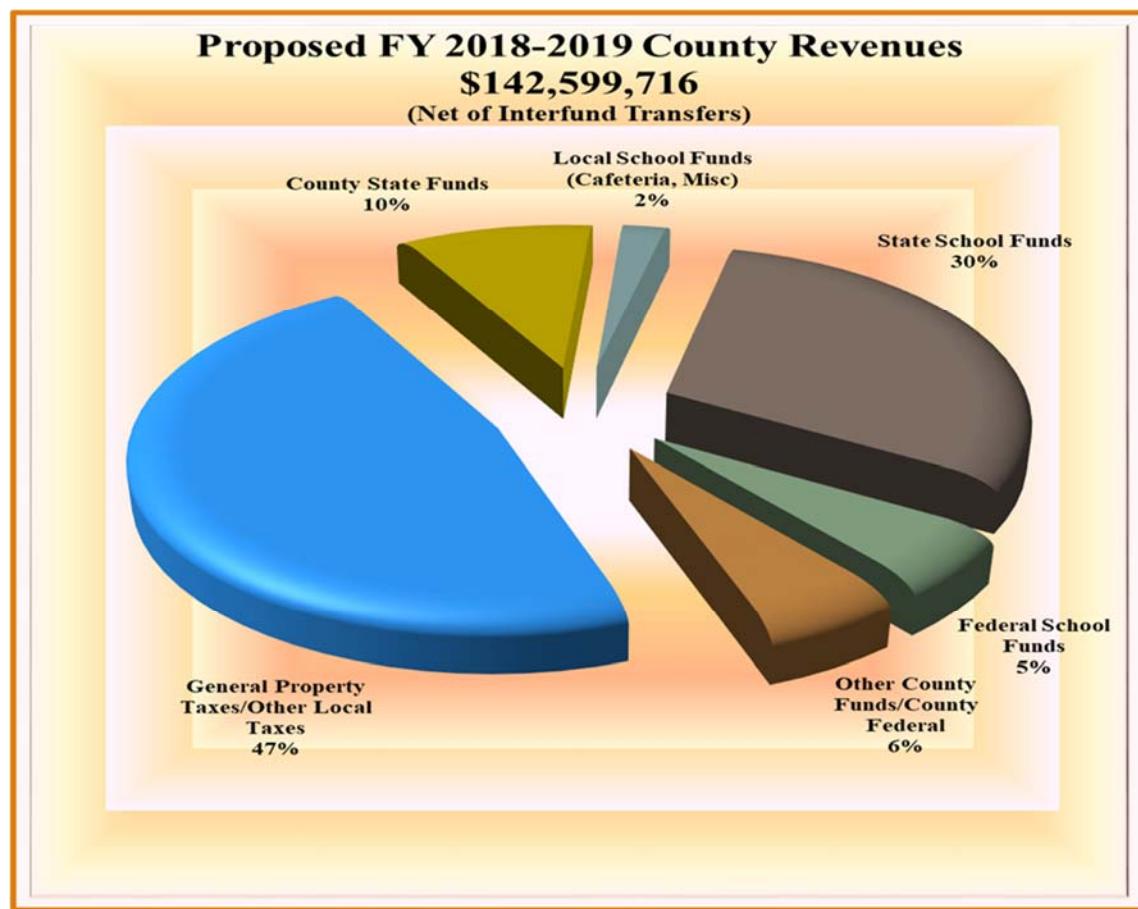
Increases in functional areas include:

- General and Financial Administration, 7% from increased funding for the eventual replacement of the real estate reassessment software.
- Judicial Administration, 5% increase in juvenile court services mainly related to the County's participation in the Roanoke Valley Detention Center.
- Public Safety, 7% for funding of additional career Fire/EMS staff, Sheriff's deputies, and emergency communications officers along with pay adjustments to match market conditions.
- Public Works, 8% due to additional part-time staffing needs for the solid waste collection sites
- Health and Welfare, 6% for increased pay for Social Services staff and an increase in mandated Children's Services Act costs.
- Parks, Recreation and Libraries, 6% for an additional maintenance worker and operational expenditures at the Summit View Business Park.

<u>Expenditures</u> <u>Functional Area</u>	<u>Adopted</u> <u>FY17-18</u>	<u>Proposed</u> <u>FY 18-19</u>	<u>Percent</u> <u>of</u> <u>Total</u>	<u>Increase</u> <u>(Decrease)</u>	<u>%</u> <u>Change</u>
General and Financial Administration	\$4,507,275	\$4,827,839	3.4%	\$320,564	7.11%
Judicial Administration	\$2,813,838	\$2,965,083	2.1%	\$151,245	5.38%
Public Safety	\$14,465,228	\$15,457,505	10.8%	\$992,277	6.86%
Public Works	\$3,687,671	\$3,966,506	2.8%	\$278,835	7.56%
Health and Welfare	\$12,190,872	\$13,052,150	9.1%	\$761,278	6.19%
Parks, Recreation and Cultural	\$2,099,222	\$2,234,732	1.6%	\$135,510	6.46%
Community Development	\$2,916,970	\$2,939,369	2.0%	22,399	0.77%
Non Departmental	\$530,599	\$521,020	0.4%	(\$9,579)	-1.8%
Schools	\$86,410,978	\$87,076,371	61.1%	\$665,393	0.77%
Capital	\$3,035,501	\$3,706,775	2.6%	\$671,274	22.11%
Debt	\$4,082,917	\$5,828,366	4.1%	\$1,745,449	42.75%
Utilities	\$24,000	\$24,000	0.0%	\$0	0.00%
Totals	\$136,865,071	\$142,599,716	100.0%	\$5,734,645	4.19%

Revenues are projected to remain stable overall. General Property Taxes are projected to increase 11.7% due to the proposed tax increases. Other Local Taxes are showing growth of approximately 3%, mainly due to projected local sales tax growth. County State and Federal funds vary significantly from prior year as the Federal portion of Social Services revenues was budgeted for the first time. Ignoring this one-time adjustment, State revenues are projected to increase due to additional Social Services and Children's Services Act revenue. State School funds are budgeted to increase 0.84% while School Federal funds will decrease 2.5%.

<u>Revenues</u>	<u>Adopted</u> <u>FY17-18</u>	<u>Proposed</u> <u>FY 18-19</u>	<u>Percent</u> <u>of</u> <u>Total</u>	<u>Increase</u> <u>(Decrease)</u>	<u>%</u> <u>Change</u>
General Property Taxes/Other Local Taxes	\$61,275,586	\$67,417,445	47.3%	\$6,141,859	10.02%
State Funds - County	\$16,520,963	\$13,736,921	9.6%	(\$2,784,042)	-16.85%
Local School Funds - Cafeteria	\$3,295,423	\$3,190,665	2.2%	(\$104,758)	-3.18%
State School Funds	\$42,036,677	\$42,389,525	29.7%	\$352,848	0.84%
Federal School Funds	\$8,004,604	\$7,802,917	5.5%	(\$201,687)	-2.52%
Other County Funds/County Federal	\$5,731,818	\$8,062,243	5.7%	\$2,330,425	-40.66%
Totals	\$136,865,071	\$142,599,716	100.0%	\$5,734,645	4.19%



Local sales tax (Included in Other Local Taxes) is projected to increase 4.5% in the FY18-19 proposed budget. Real Estate and Personal Property Taxes are continuing to show steady signs of growth without regard to the proposed tax increase.

Due to the lateness of the State budget, we are unsure of the funding available for education. The state share of the public schools' budget remains relatively flat with a less than 1% increase projected. Federal revenue for School programs is projected to decrease approximately 2.5%. Federal School funds are primarily earmarked for Title I and II, Title VI-B programs and School Food programs.

Of significant note on proposed General Government expenditures are the following:

- Funds salary market adjustments for Sheriff's Office, Public Safety Department, and Social Services staff
- Adds four new deputy positions and four new emergency communications officers to the Sheriff's Office
- Adds six new paramedic/firefighter positions to the Public Safety Department to allow 24/7 coverage at the Boones Mill and Fork Mountain stations
- Funds a mandated increase in the Children's Services Act Department for at-risk youth due to increases in special educational needs and children in foster care.
- Adds a new maintenance worker and additional park maintenance funds at the Summit View Business Park
- Adds additional funding for debt service related to the development of the Summit View Business Park

In terms of school funding for FY18-19, I am recommending the following:

- Local operational funding of \$32,058,751, which includes new funds of \$1.3 million.
- Debt service funding of \$1,634,513. This amount is a reduction of \$661,010 for the drop in school debt service projected for FY18-19.
- Continued School Capital funding of \$880,000 plus \$340,000 for school bus replacement for a total of \$1,220,000.

Major Capital Improvements proposed for FY18-19:

- Funds \$11.3 million for Phase 2 development of the Summit View Business Park
- Funds \$480,000 for upgrades of Information Technology infrastructure improvements
- Funds \$900,000 for a new compactor at the landfill and continues landfill monitoring and groundwater corrective action expenditures as well as engineering consulting work on the old and new landfill
- Funds \$537,000 for major building maintenance initiatives and YMCA maintenance
- Includes approximately \$240,000 for EMS Vehicle replacement, \$335,000 for Law Enforcement vehicle replacement and upfit, and \$250,000 for self-contained breathing apparatus equipment
- Provides \$175,000 in local economic development funding incentives

- Includes \$180,000 for Summit View Business Park maintenance equipment for Parks and Recreation, \$100,000 for shoreline stabilization at Smith Mountain Lake Park as well as the continuation of the \$100,000 annual payment on the Smith Farm

The recommendations outlined above require the 2018-2019 Proposed Budget be funded with the following proposed tax rates:

Real Estate	\$0.62 per \$100 assessed valuation
Personal Property	\$2.53 per \$100 assessed valuation
Personal Property: Heavy Equipment	\$1.89 per \$100 assessed valuation
Machinery & Tools	\$0.70 per \$100 assessed valuation
Merchants Capital	\$1.08 per \$100 assessed valuation
Vehicle License Fee	\$34.25 per vehicle, \$28.50 per trailer and \$25.25 per motorcycle

I would like to thank the County's staff, who have worked diligently in the preparation of this plan. I would be happy to answer any questions which may have been generated, and staff looks forward to working with you over the next several weeks to produce a plan that addresses our fiscal responsibilities for the coming year.

Respectfully submitted,

W. Brent Robertson
County Administrator

NOTE: The FY18-19 budget was adopted May 29, 2018. The proposed real estate and personal property tax increases were not adopted; however the real estate tax rate was increased by six cents and the personal property tax rate was increased by ten cents. Adopted tax rates will change for real estate and personal property. All categories of taxes are shown below:

Real Estate	\$0.61 per \$100 assessed valuation
Personal Property	\$2.46 per \$100 assessed valuation
Personal Property: Heavy Equipment	\$1.89 per \$100 assessed valuation
Machinery & Tools	\$0.70 per \$100 assessed valuation
Merchants Capital	\$1.08 per \$100 assessed valuation
Vehicle License Fee	\$34.25 per vehicle, \$28.50 per trailer and \$25.25 per motorcycle

HISTORICAL SKETCH OF FRANKLIN COUNTY

In the 1740's, pioneers traveling by river and road from Eastern Virginia and Maryland, and Scotch-Irish and German families coming down the Carolina Road (originally known as the Great Indian Warrior Path) settled in what would become Franklin County, then the western-most county in Virginia. The County was formed in 1786 from parts of Bedford and Henry Counties by an act of the General Assembly. It was named for Benjamin Franklin, then governor of Pennsylvania, where many settlers originated.

The County lies in the western piedmont, a diverse terrain ranging from flatlands on the east to rugged peaks of the Blue Ridge on the west. The area was home to Native Americans as early as 10,000 B.C. In the 1600's an eastern Siouan tribe inhabited the region. Indian relics, arrowheads and artifacts found throughout the County remind us of the original settlers.

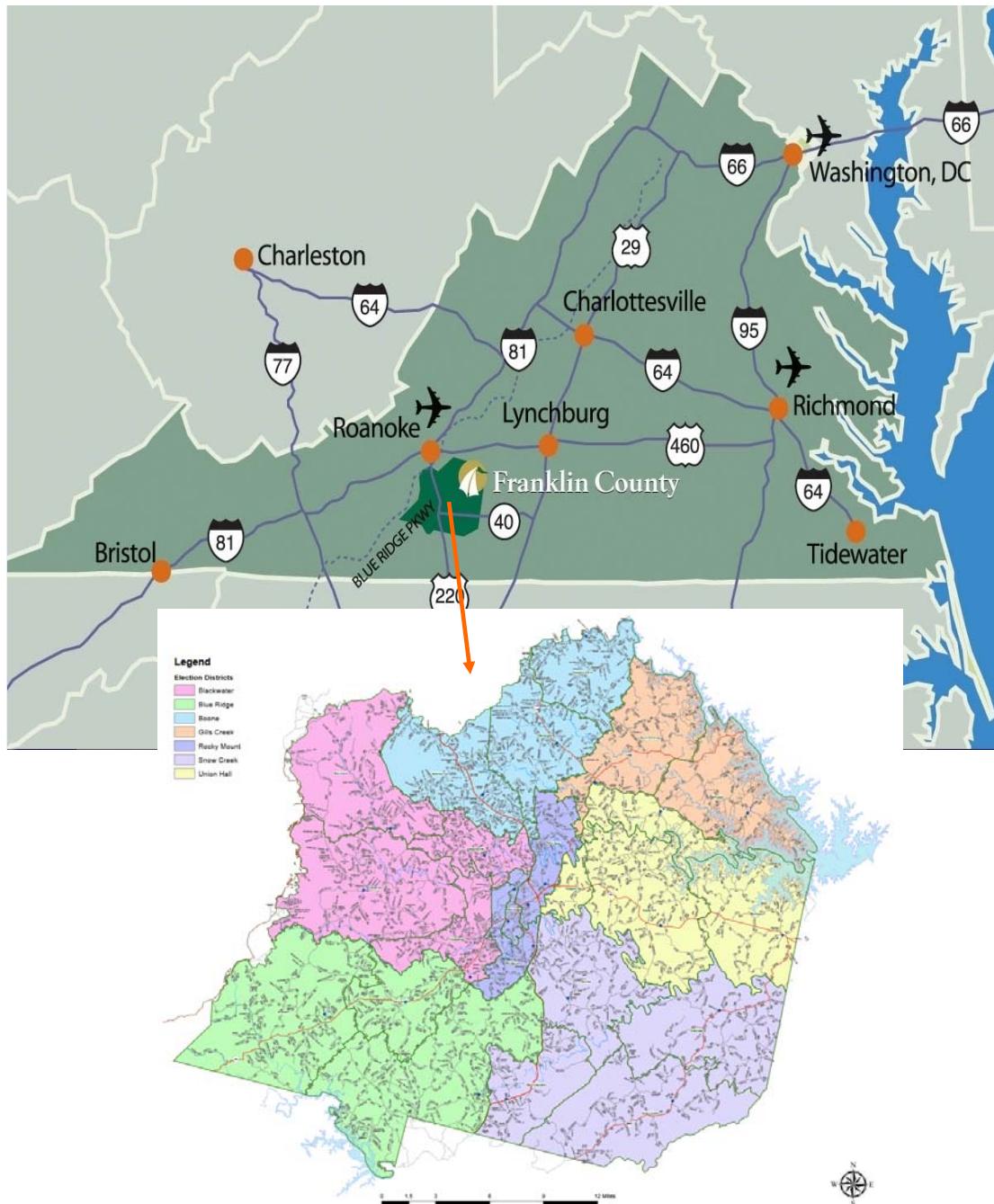
Since the County's early beginnings, its citizens have served as gallant soldiers in every war the U.S. has known. Notable Confederate General Jubal A. Early was born in the Red Valley community. He went to West Point for his education, represented Franklin County in the General Assembly, and served as commonwealth's attorney for many years. Another nationally known native son was Booker T. Washington, a black educator. Born a slave on a plantation near Hales Ford, Booker T. Washington founded the Tuskegee Institute in 1881. His birthplace is a national monument.

Agriculture has figured prominently in Franklin County's 200-year history, and was the occupation of most county residents until recent times. Tobacco was a leading crop in early Franklin County. Locally mined iron and copper were transported over the Carolina Road as far south as Georgia. The furnace of the Washington Ironworks, the County's oldest landmark, stands as a monument where munitions for the Revolutionary Army were manufactured. A growing animal husbandry industry established Franklin County as one of Virginia's leading dairy producers.

The late nineteenth century saw increasing industrialization. With the entry of the Norfolk and Western railroad in 1892, the Punkin Vine route through the County provided new access for industry. Tobacco factories as well as diversified wood and textile-based industries became significant components of the County's economy.

The development of 2,880 acre Philpott Lake in 1953 and 20,600 acre Smith Mountain Lake in 1966 gave rise to Franklin County's current designation as the "Land Between the Lakes and the Blue Ridge Mountain." It is an apt description for a remarkable place – a land of compelling natural beauty, economic stability, recreational abundance, and rich heritage!

Franklin County, Virginia



Franklin County Board of Supervisors June 30, 2018

Bob Camicia
Vice-Chairman
Gills Creek District

Ronnie Thompson
Boone District

Leland Mitchell
Snow Creek District



Mike Carter
Rocky Mount District

Tommy Cundiff
Union Hall District

Cline Brubaker
Chairman
Blackwater District

Tim Tatum
Blue Ridge District



Franklin County Officials June 30, 2018

Board of Supervisors

Cline Brubaker, Chairman, Blackwater District
Bob Camicia, Vice-Chairman, Gills Creek District
Leland Mitchell, Snow Creek District
Mike Carter, Rocky Mount District
Ronnie Thompson, Boone District
Tim Tatum, Blue Ridge District
Tommy Cundiff, Union Hall District

County Administration

W. Brent Robertson, County Administrator

County Attorney.....	Guynn& Waddell, P.C.
Deputy County Administrator.....	Christopher Whitlow
Director of Finance	Brian Carter
Director of Economic Development.....	Michael Burnette
Director of Information Technology	John Harrison
Director of Planning	Steve Sandy
Director of Public Safety.....	William Ferguson
Director of General Properties	Michael Thurman
Director of Public Works	Don Smith
Director of Park & Recreation	Paul Chapman
Director of Library Services.....	Alison Barry
Director of Franklin Center	Kathy Hodges
Director of Family Resource Center	Angela Phillips
Chief Building Official	Andy Morris
Unit Coordinator of Va. Cooperative Extension	Chris Brown
General Registrar	Kay Chitwood

Constitutional Officers

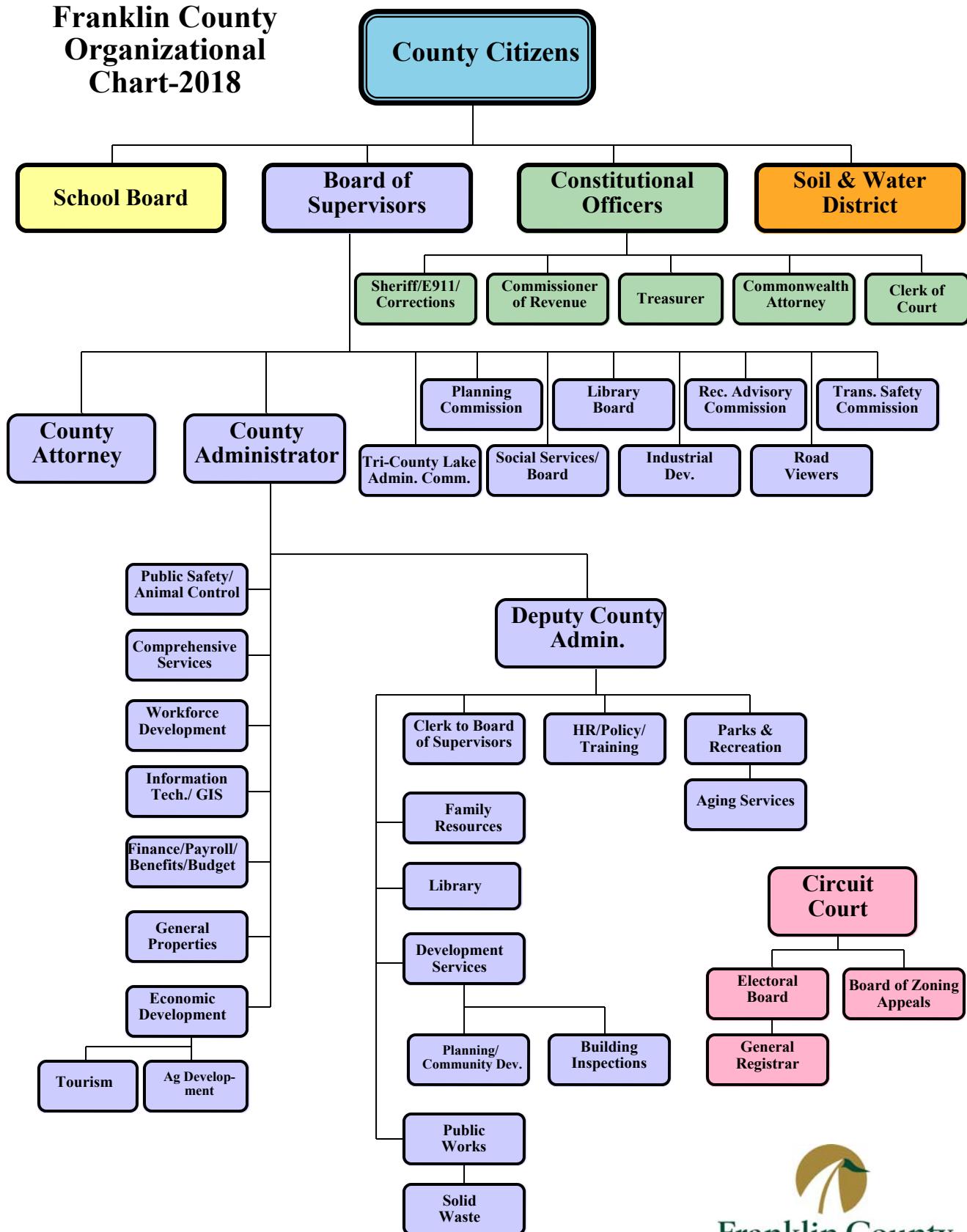
Clerk of the Circuit Court.....	Teresa Brown
Commissioner of the Revenue	Margaret Torrence
Commonwealth Attorney	A. J. Dudley
Sheriff	Bill Overton, Jr.
Treasurer	Susan Wray

Franklin County Social Services Board Members

Vacant, Union Hall District
B.W. Wright, Blackwater District
Sharon Tudor, Rocky Mount District
John R. Lipscomb, Boone District
Robert Button, Snow Creek District
Richard L. Kleckner, Gills Creek District
Jennie West, Blue Ridge District

Director of Social Services..... Deborah K. Powell

Franklin County Organizational Chart-2018



Franklin County



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to County of Franklin, Virginia for its annual budget for the fiscal year beginning July 1, 2017. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A Quick Look at Franklin County, Va.

Miscellaneous Statistics
June 30, 2018

Date Established	1786
Form of Government	County Administrator
Area	692 square miles
Population (estimate)	56,427
Registered Voters	36,023
Median Age	45
Per Capita Personal Income past 12 months for 2016	\$ 26,188
Building Permits Issued	1058
Value of Building Permits Issued	\$ 76,119,496
Unemployment Rate (March)	3.5%
Fire and Rescue Protection:	
Stations	19
Firefighters and Volunteers	290
Police Protection:	
Number of Employees	87
Number of Arrests	2,330
Number of Calls for Service	40,110
Education:	
Number of Elementary Schools	12
Number of Middle Schools	1
Number of High Schools	1
Number of Career Centers	1
Enrollment (actual as of March 31, 2017)	6,832
Parks and Recreation:	
Number of Parks	15
Total Park Acreage	1,140.46
Libraries:	
Number of Sites	2
Program Attendance	11,752
Total Circulation	201,533

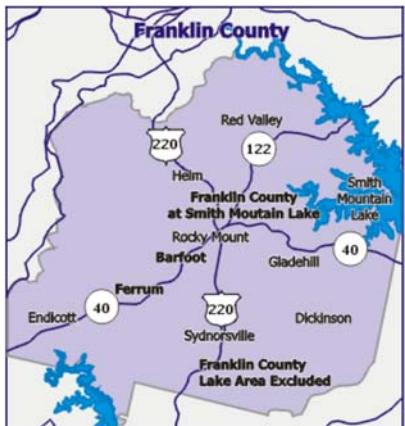
A Quick Look at Franklin County, Va.

Household Characteristics

The number of households in the County grew from 14,655 in 1990 to 21,315 in 2009, an increase of 45.4%. Other statistics from the 2016 Census (American Fact Finder) are presented below:

Persons under 5 years to 19 years percent	23.83%
Persons 20 years to 64 years, percent	58.59%
Persons 65 years and over, percent	17.59%
White alone, percent	88.5%
Black or African American alone, percent	8.1%
American Indian and Alaska Native alone, percent	0.3%
Hispanic or Latino, percent	2.5%
High school graduate or higher, percent of persons age 25+	85.4%
Bachelor's degree or higher, percent of persons age 25+	19.7%
Veterans	4,313
Housing units	29,464
Median value of owner-occupied housing units	\$167,900
Total housing units	29,464
Occupied housing units	22,976
Vacant housing units	6,488
In labor force age 16 + years	26,980

A Quick Look at Franklin County, Va.



Location: 36.99322 N, 79.88081 W

Size: 690.43 sq. miles

Population: 56,427

(estimate July 1, 2017)

Population Density: 81.72 people/sq. mile

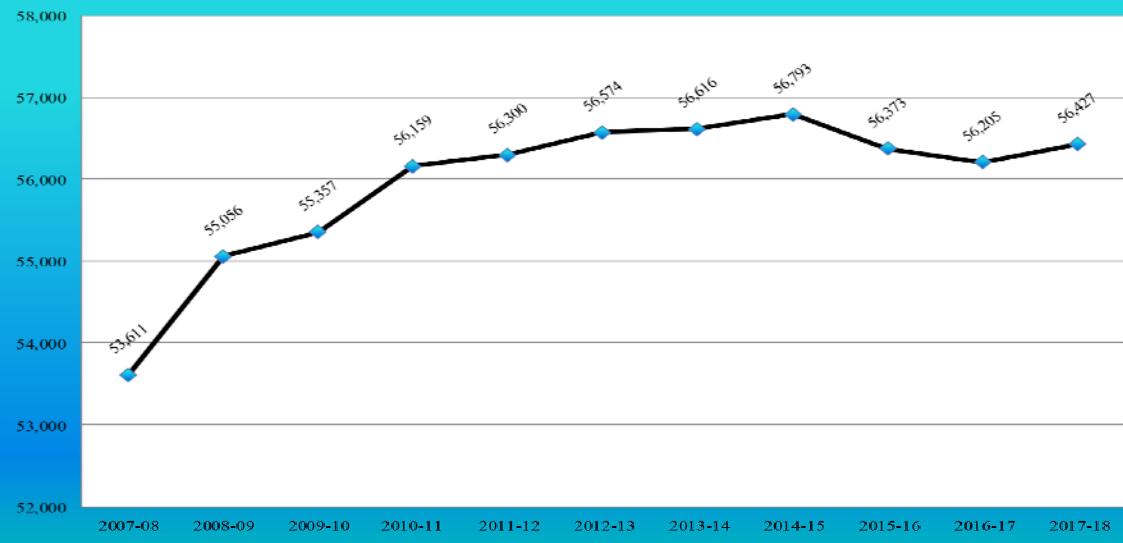
Towns & Communities:

Boones Mill, Callaway, Ferrum, Glade Hill, Henry, Penhook, Redwood, Rocky Mount, Union Hall and Wirtz

Population:

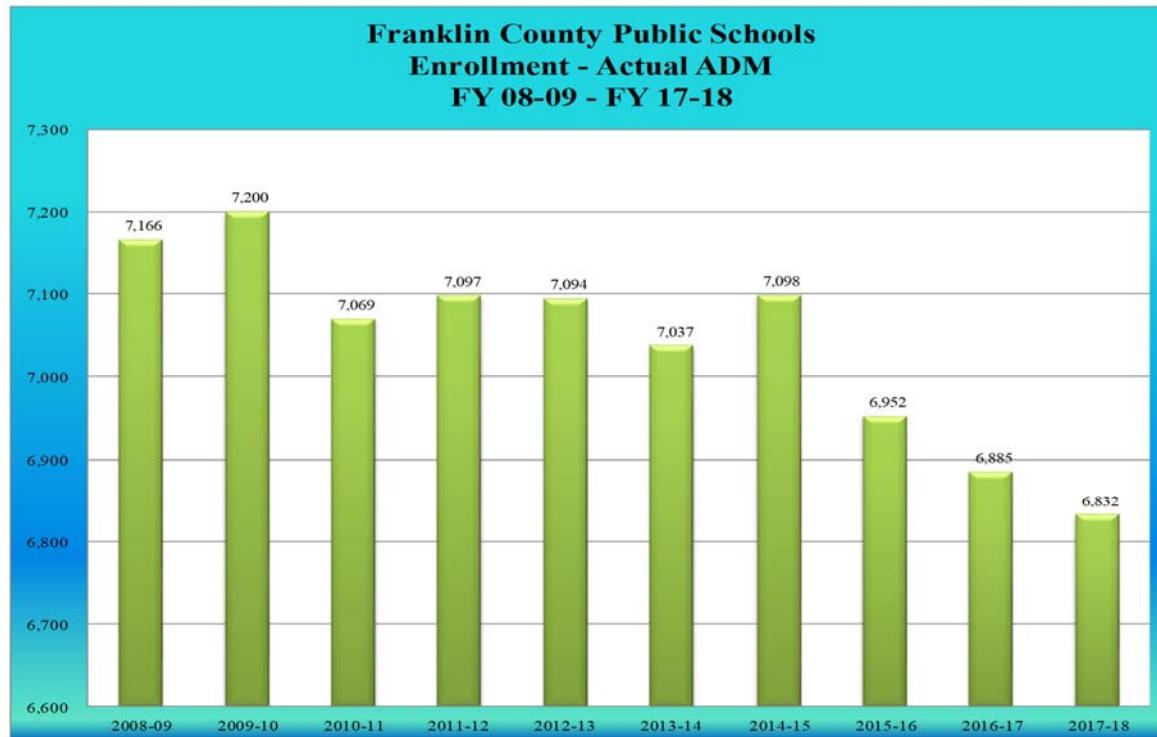
The population and demographic statistics of Franklin County reveal much about the direction in which the County is heading with respect to the need for new or expanded services, recreation, education, healthcare and other services.

**Franklin County Population Growth
FY 07/08 - FY 17-18**



A Quick Look at Franklin County, Va.

School enrollment has been slowly declining as more retirees re-locate to the County.



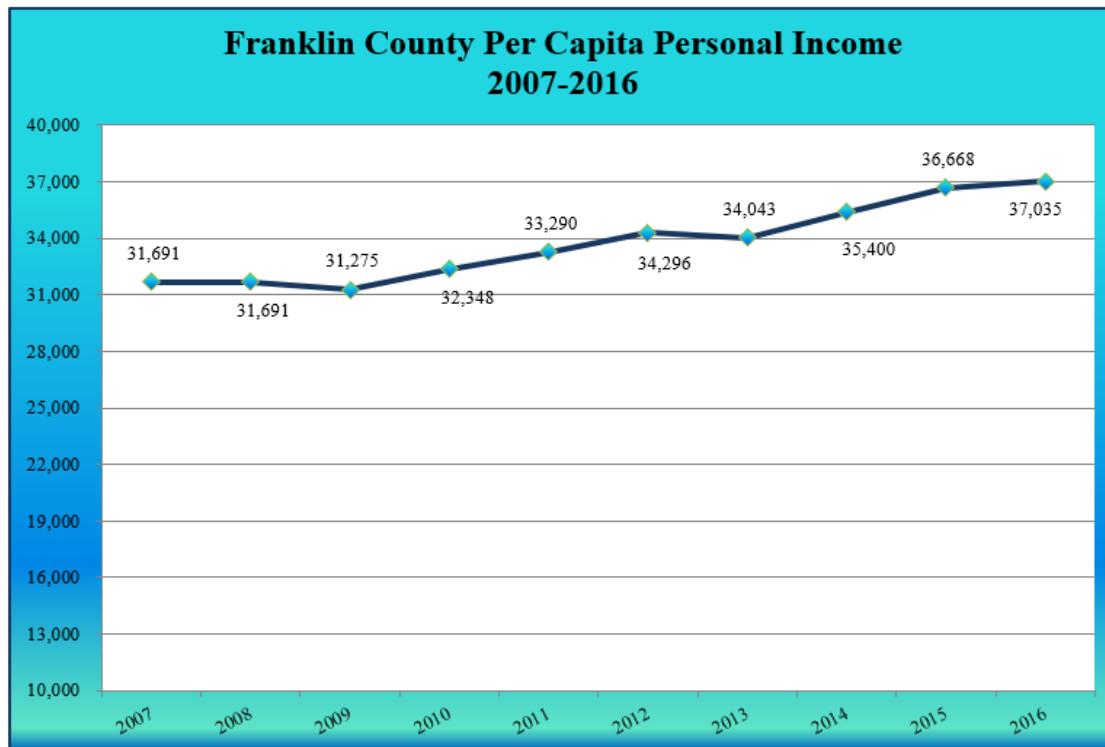
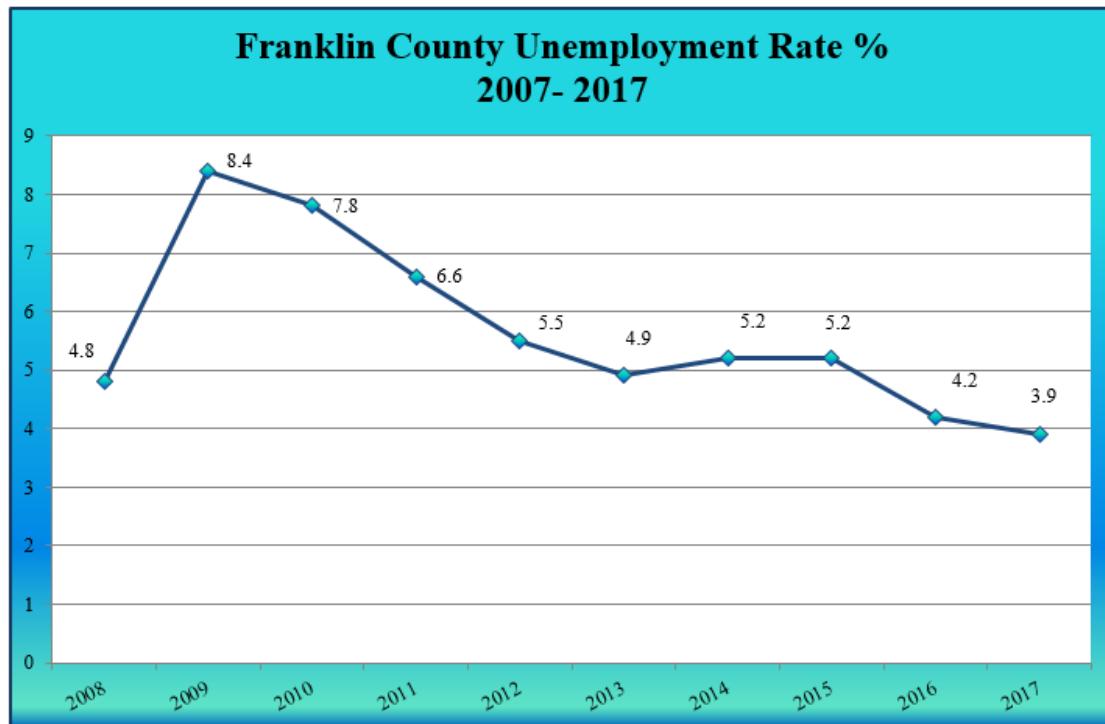
Educational Attainment

No Diploma	High School Diploma (or GED)	Some College (no degree)	Associate's Degree	Bachelor's Degree (or higher)
10.0%	35.5%	20.9%	7.0%	11.4%

(percentage of population 25 and older who have earned)

As of 2010 Census

A Quick Look at Franklin County, Va.



A Quick Look at Franklin County, Va.

Principal Employers:

<u>Employer</u>	<u>Product or Service</u>	<u>Estimated Employment</u>
PlyGem Windows	Wood Window/Door Units	600-900
Franklin County Schools	Education	1270
Wal-Mart	Retail	400-500
Trinity Packaging, Inc.	Plastic Packaging	250-350
Ronile, Inc.	Processed Carpet Yarn	300 – 400
The Willard Companies	Property Management	200-250
McAirlaids	Life Sciences	50 – 99
Carilion Franklin Memorial Hospital	Hospital	250-300
Franklin County	Local Government	339
Uttermost Company	Interior Furnishings	150-200

Forecast for the Regional Economy:

Pollina Corporate Real Estate, Inc. has named Virginia as 4th “America’s most pro-business state” .

Collectively, the towns, cities and counties that dot the map from the Alleghany Highlands through the Roanoke region and New River Valley comprise a region of urban amenities, natural beauty, hard-working, friendly people, business opportunities and outstanding educational institutions. All the elements are present for a bright economic future.

Franklin County is a long-term member of the Roanoke Regional Partnership. Since 1983, the Partnership's mission is to lead the region in economic development. As a leader in strategizing, planning, and implementing regional economic development programs and policies, the partnership aims to strengthen and market the region's assets in order to achieve a rate of economic growth that provides excellent jobs while preserving the region's quality of life. The Partnership has helped create more than 14,000 direct new jobs along with 13,000 secondary jobs and almost \$1 billion in new investment. We represent the counties of Alleghany, Botetourt, Franklin and Roanoke; the cities of Covington, Roanoke and Salem and the Town of Vinton.

The Regional Economic Strategy identifies six action themes and provides specific directions to take in our journey toward regional economic prosperity:

- Visibility: Achieve national and international visibility for the region, allowing it to compete successfully for advanced technology growth.
- Connectivity: Reduce perceived or real distance both within the region and between the region and the outside world.

A Quick Look at Franklin County, Va.

- Quality of Life Amenities: Attract and retain knowledge-oriented enterprises and people by using existing natural assets and quality of life in marketing, while developing amenities that appeal to these people and enterprises.
- Knowledge Workforce: Elevate the knowledge workforce at all levels by improving the skills and knowledge of individual workers, improving responsiveness to companies, and recruiting knowledge workers from outside the region.
- Innovation and Entrepreneurship: Strengthen the region's soft infrastructure that supports innovation and entrepreneurship.
- Economic Transformation: Diversify the regional economy by emphasizing the cultivation of technology-driven companies.

Property Value and Construction

Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Total Taxable</u>	<u>Residential Construction</u>	
	<u>Assessed Value</u>	<u>Number of Permits</u>	<u>Value</u>
2007-2008	6,026,055,132	1,484	136,739,602
2008-2009	8,292,525,331	1,042	133,734,342
2009-2010	8,363,776,434	874	52,752,602
2010-2011	8,406,148,776	978	64,124,405
2011-2012	8,493,026,694	1,029	54,910,190
2012-2013	7,311,819,908	1,134	51,347,040
2013-2014	7,377,048,819	1,024	62,465,201
2014-2015	7,441,231,237	1,050	60,805,382
2015-2016	7,552,929,174	978	53,556,958
2016-2017	7,544,523,046	1,003	68,046,885

Source: Franklin County Commissioner of Revenue and Building
Inspections Department

A Quick Look at Franklin County, Va.

FRANKLIN COUNTY

**Ratio of Net General Bonded Debt to Assessed Value and Net Bonded Debt per Capita
Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Population(1)</u>	<u>Gross Assessed Value (3)</u>	<u>Gross and Net Bonded Debt(2)</u>	<u>Ratio of Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt per Capita</u>
2007-08	52,202	6,026,055,132	36,938,539	0.61%	707.61
2008-09	52,841	8,292,525,331	36,418,271	0.44%	689.20
2009-10	53,450	8,363,776,434	34,807,635	0.42%	651.22
2010-11	56,159	8,406,494,817	31,900,271	0.38%	568.03
2011-12	56,300	8,493,026,694	29,042,189	0.34%	515.85
2012-13	56,574	7,311,819,908	26,429,558	0.36%	467.17
2013-14	56,616	7,377,048,819	33,164,494	0.45%	585.78
2014-15	56,793	7,441,231,237	41,841,733	0.56%	736.74
2015-16	56,373	7,552,929,174	37,383,914	0.49%	663.15
2016-17	56,205	7,544,523,046	49,145,015	0.65%	874.39

Note: (1) Bureau of the Census

(2) Includes all long-term general obligation debt

(3) 100% of fair market value

**Ratio of Net Annual Debt Service Expenditures for
General Bonded Debt to Total General Governmental Expenditures
Last Ten Fiscal Years**

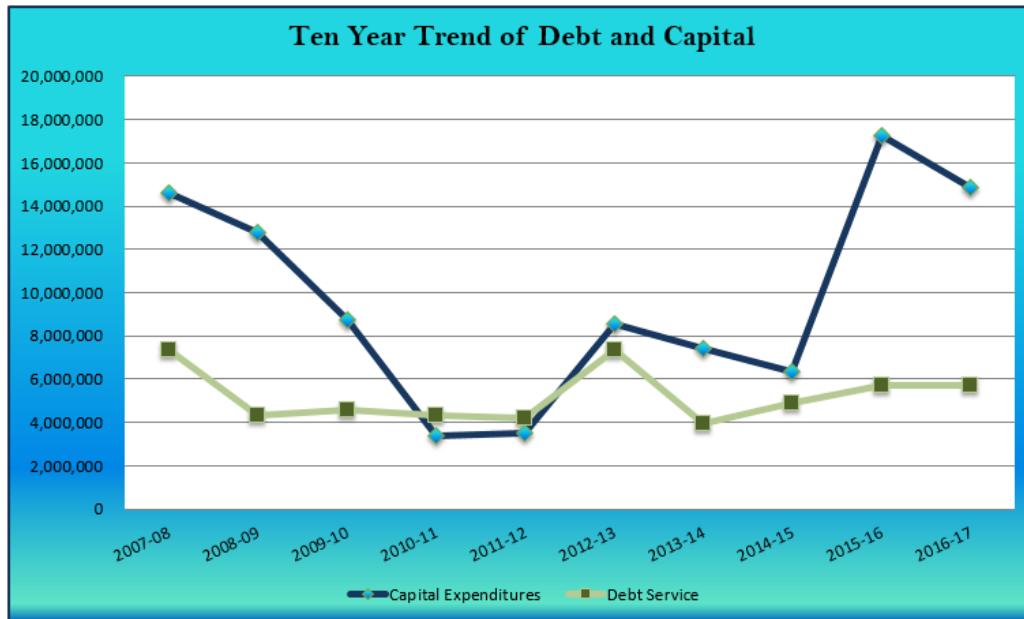
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service (1)</u>	<u>Total General Government (2)</u>	<u>Ratio of Debt Service to General Governmental Expenditures (3)</u>
2007-08	6,004,140	1,364,839	7,368,979	119,999,538	6.14%
2008-09	2,753,602	1,582,736	4,336,338	136,814,311	3.17%
2009-10	2,960,922	1,602,618	4,563,540	129,335,060	3.53%
2010-11	3,122,020	1,362,326	4,484,346	119,968,362	3.74%
2011-12	3,028,681	1,293,215	4,321,896	121,319,835	3.56%
2012-13	6,304,484	1,040,602	7,345,086	125,741,487	5.84%
2013-14	3,122,132	852,941	3,975,073	125,450,864	3.17%
2014-15	3,810,068	1,103,561	4,913,629	128,489,776	3.82%
2015-16	4,566,202	1,150,831	5,717,033	128,400,476	4.47%
2016-17	4,660,578	1,053,422	5,714,000	131,507,844	4.34%

(1) Exclude bond issuance and refunding of bonds.

(2) Includes general, special revenue funds and component units.

(3) Excludes refunding of bond.

A Quick Look at Franklin County, Va.



**Franklin County, Virginia
Ten Largest Real Estate Assessments
June 30, 2017**

<u>Taxpayer</u>	<u>Nature of Business</u>	<u>Assessed Value (Millions)</u>
Appalachian Power Company	Electric Utility	130
Willard Construction Company of Roanoke	Construction	25
Central Telephone Company	Telephone Utility	22
Willard Construction Company of Smith Mountain Lake	Construction	13
McAirlaids	Manufacturing	11
McAirlaids	Manufacturing	11
Norfolk & Western Railway	Railroad	11
Wal Mart	Retail	10
Rocky Mount Development Co	Real Estate	10
R & P SML Facility LLC	Real Estate	9
USCOC of Va, RSA #3	Cellular	8

3

Budget Overview



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Franklin County Summary of the Adopted Budget

The adopted budget for fiscal year 2018-2019 is hereby presented on a cash basis of accounting under which revenues and related assets are recorded when received and expenditures are recorded as the related funds are expended.

The Budget Process

Franklin County's budget process is governed by Section 15.2-2503 of the Code of Virginia and states that the County budget shall be developed for "information and fiscal planning purposes only." The budget process begins in December with revenue projections being prepared by the Department of Finance. At the same time, budget forms and instructions are distributed to County departments. Departments are asked to justify levels of allocations requested and to document any new programs or grants they anticipate receiving during the upcoming fiscal year. Reviews of departmental budget request and preliminary meetings with the Board of Supervisors takes place in January and February. The School Board budget is presented to the Board of Supervisors in early March and the entire County budget is submitted to the Board of Supervisors by the County Administrator in mid to late March. A public hearing is usually held in mid to late April and final adoption usually occurs by the end of April.

Budget Amendment Process

Franklin County amends its budget as needed throughout the fiscal year. The budget can be amended in two ways: appropriation transfer and supplemental appropriation. The Board of Supervisors has authorized the County Administrator to approve appropriation transfers from one classification of expenditure to another within the same cost center. Transfers between cost centers and funds and supplemental appropriations must be approved by the Board of Supervisors.

The School Board and the Social Services Board are separately granted authority to transfer any unencumbered balance or portion thereof from one classification of expenditure to another within their respective funds in any amount.

The Budget as a Managerial Tool

The purpose of this budget document is to make the budget an understandable managerial plan as well as an accounting tool. It has been prepared under the format required by the Commonwealth of Virginia for comparative reporting purposes and is for informative and fiscal planning purposes only. The Board of Supervisors must officially adopt a budget for each fiscal year (July 1 through June 30) after an advertised public hearing. The budget process affords the opportunity for County departments to do an internal analysis of their activities and goals. The governing body has the opportunity to review and analyze both department goals and citizen input. These plans are then meshed into a fiscal document which projects the necessary revenue to meet the proposed expenditures. The adopted budget is the means by which public policy is put into effect through the planned expenditure of public funds.



Budget Calendar

<u>Date</u>	<u>Task</u>
August 30, 2017	CIP forms and instructions distributed to departments
October 6, 2017	CIP forms due to Finance department
October 6, 2017 through February 28, 2018	Preparation of CIP document
October 2, 2017	Budget forms and instructions and long-term goals established and distributed to Departments
December 1, 2017	Department of Finance prepares revenue projections
December 1, 2017	Operating budget forms due to Finance department
January 2, 2018	County Administrator begins review of forms and departmental requests
January 19, 2018	Revenue projections finalized
February 28, 2018	Proposed budget decisions and preparation of County budget
March 6, 2018	School Board Public Hearing
March 20, 2018	School Board budget presented to Board of Supervisors
April 17, 2018	County budget presented to Board of Supervisors
March through May 1, 2018	County/School board budget discussions and budget work sessions
May 15, 2018	Public Hearing on combined School and County budget
May 29, 2018	Fiscal Year 2018-2019 budget adoption
June 11, 2018	Adoption of School Budget
June – August 27, 2018	Preparation of related budget documents
July 1, 2018	Implementation of Fiscal Year 2018-2019 adopted budget
August 27, 2018	Budget Book due to GFOA for review

Franklin County Long-Term Financial Policies

Financial Planning Policies

Balanced Budget: It is a requirement of the County Administrator to submit a balanced budget to the Board of Supervisors. A balanced budget is defined as the total sum of money Franklin County expects to collect being equal to the total amount it anticipates to spend on goods, services and other expenditures. Section 15.2-2503 of the Code of Virginia, as amended, states that the County budget shall be developed for “informative and fiscal planning purposes only”. It serves as a plan for County operations, maintenance, capital outlay, and debt service and may include reserves for contingencies and future capital improvements. The annual budget must contain a complete itemization of all estimated expenditures, revenues, and borrowings and must be approved by the governing body prior to July 1 of each year. Similarly, the School Board Budget must be adopted by May 1 of each year. The budget adopted by the Board of Supervisors on May 29, 2018 and presented in this budget document is a balanced budget.

Long-Range Planning: A five year Capital Improvement Program is adopted by the Board of Supervisors as part of the annual budget process. Details of this Plan are included in the CIP of this document.

Although it is not a long-term financial policy, it is worth noting that the County of Franklin updates its’ Comprehensive Plan every five years. The goals and objectives are set forth for seven functional areas: Environment, Transportation, Public Utilities, Community Facilities, Housing, Economic Development and Land Use. Many of the Comprehensive Plan’s goals, objectives, and recommendations become actualized through the Capital Improvements Program process. The CIP is the mechanism for funding various public school facilities and improvements such as schools, parks and industrial sites. The CIP sets forth for each project the county’s estimated resources available to finance the projected expenditure.

A Strategic Plan was adopted by the Board on August 20, 2013. Excerpts from this plan are included in the following pages.

Cash management and investment policies: The County Treasurer is tasked with investing and managing the County’s funds on a day-to-day basis within state investment guidelines. An abbreviated summary of the County’s investment policy follows:

1. *Pooling of funds*
Except for cash in certain restricted and special funds, Franklin County will consolidate cash balances from all funds to maximize investment earnings.
2. The primary objectives, in priority order, of investment activities shall be safety, liquidity and yield.
3. Other highlight of the policy include:
Standards of Care

Safekeeping and Custody
Suitable and Authorized Investments
Reporting

Asset Inventory: This process is routinely performed during the planning process for the ten year Capital Improvement Program. At that time, department heads and supervisors evaluate the condition and repair records of all equipment and vehicles in their department and also include new equipment for anticipated projects that will be accomplished in future years.

Revenue Policies

It is the goal of the County of Franklin to achieve the following objectives during the budget process:

- Continue to seek new sources of revenue in order to encourage a diversity of revenue sources to improve the ability to handle fluctuations in individual sources.
- Set fees and charges to cover the cost of the service provided.
- Discourage the use of one-time revenues for ongoing expenditures.
- Carefully consider the use of unpredictable revenues.
- Continually seek alternatives to ongoing dependence on real estate revenues.

Expenditure Policies

Debt Capacity, Issuance, and Management: The County adopted a debt policy on October 10, 1994. The policy is included in the Debt Management section of this document.

Reserve Accounts Including Fund Balance: The following fund balance policy was adopted by the Board of Supervisors on June 21, 2011.

I. Purpose

The Board of Supervisors of Franklin County is dedicated to maintaining an appropriate level of fund balance sufficient to mitigate current and future financial risks and to ensure stable tax rates; and, therefore, formally establishes this policy for the County's Fund Balance. This policy also authorizes and directs the Finance Director to prepare financial reports which accurately categorize fund balance as required by GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

II. Components of Fund Balance

Fund balance is the difference between the assets and liabilities reported in a governmental fund. The following five fund balance classifications describe the relative strength of the spending constraints placed on the purposes for which the resources can be used:

- Non-spendable fund balance – amounts that are not in spendable form (such as inventory and prepaid assets) or are required to be maintained intact (corpus of a permanent fund);
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- Committed fund balance – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- Assigned fund balance – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority; for all funds except the general fund, assigned fund balance is the residual fund balance classification;
- Unassigned fund balance – amounts that are available for any purpose; positive amounts are only reported in the general fund.

III. Committed Fund Balance Policy

The Board of Supervisors is the County's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board of Supervisors. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

IV. Assigned Fund Balance Policy

The Board of Supervisors has authorized the County's Finance Director as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

V. Minimum Unassigned Fund Balance Policy

The County will maintain an unassigned fund balance in the general fund of no less than two months of regular general fund operating revenues. The County considers a balance of less than two months of regular general fund operating revenues to be cause for concern, barring unusual or deliberate circumstances.

VI. Resource Flow Policy

When fund balance resources are available for a specific purpose in more than one classification, it is the County's policy to use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed.

Purchasing Policy:

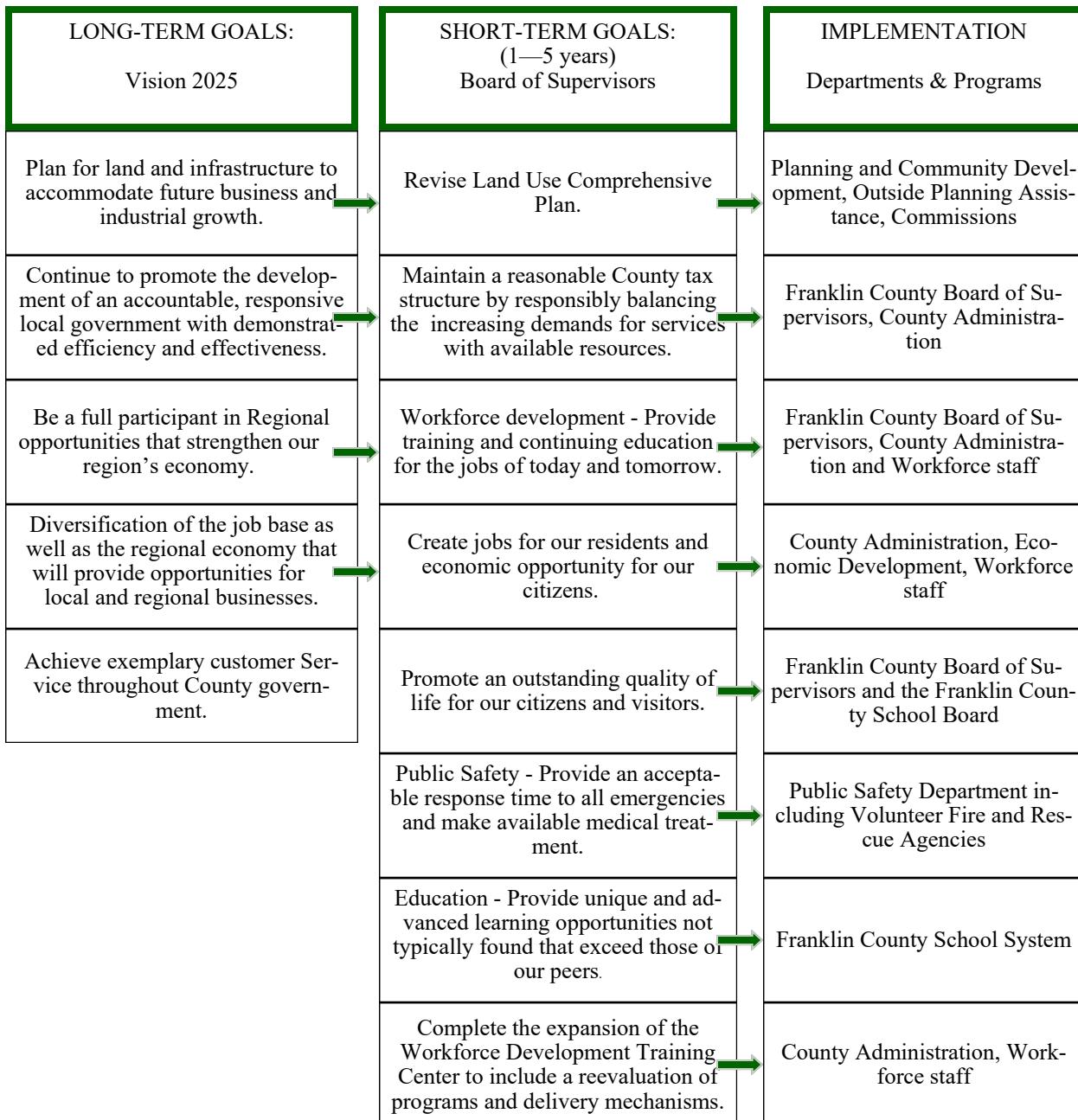
The purpose of this policy, adopted by the County and last amended on April 18, 2006, is to establish uniform standards and procedures in the procurement of goods, supplies, and services for the Franklin County government offices. This policy is a method to help insure that department heads and other individuals responsible for purchasing within the County have a reference source to use in responding to questions on law and procedures.

1. Administration of the Board adopted purchasing policy is the ultimate responsibility of the County Administrator. The County Administrator will be the County Procurement Agent and may designate others to administer the purchasing policy and procedures on behalf of the County.
2. Each Department Head in conjunction with the County Procurement Specialist or his/her designee is responsible for procurement of goods, supplies, and services in accordance with this policy using good judgment in the expenditure of tax dollars for purposes that further the goals and mission of the County. Each Department Head may, at his/her discretion, appoint a departmental County Procurement Specialist to administer the requirements of this policy.
3. The department heads, departmental County Procurement Specialists and employees are also responsible to ensure appropriate purchasing for the County.

Operating/Capital Expenditure Accountability: The Finance Department submits a comparison report of actual expenditures to budget on a monthly basis to the governing body of the County (Board of Supervisors). This report is reviewed for variances that are trending to exceed the budget and appropriate action is taken so as to not exceed the legal appropriation of the respective account.

Risk Management: The County's policy is to obtain insurance coverage by competitive negotiation for general liability, public official's liability, property, automobile and workers compensation. Coverage limits are reviewed on an annual basis and the workers compensation plan is also audited on an annual basis. It is the County's goal for claims to be submitted within 48 hours from the occurrence of the accident/incident.

FRANKLIN COUNTY LINKING LONG - AND SHORT-TERM GOALS



2013
Franklin County
Strategic Plan
Adopted August 20, 2013



Franklin County Government Center

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**FRANKLIN COUNTY
2013 DRAFT STRATEGIC PLAN
Franklin County Government Center**

Strategic Planning:

Strategic planning in local government involves a structured, analytical approach that results in the formulation of a framework that can lead to the articulation of goals and associated integrated strategies. Strategic planning extends beyond arbitrary administrative boundaries and traditional thinking. Strategic planning is often defined as "a disciplined effort to produce fundamental decisions and actions that shape and guide what an organization is, what it does and why it does it". This process involves research, development and consideration of strategic alternatives and places an emphasis on the future impacts of current decisions.

Background:

Franklin County (population approx. 56,616) is one of the fastest growing counties in Western Virginia. Development and growth demands continue to augment various local government policies and decisions. The purpose of developing a strategic plan is to assist the County in establishing and keeping a focus on those policy-making decision items that are critical to the positive growth of the community. Without a strategic focus, the path of the County will run the risk of meandering from issue to issue without consensus on what objectives must be addressed in order for the community to enjoy positive growth and development. In an effort to operate more strategically, the County Board of Supervisors initially developed a strategic plan in 2004 and adopted a plan again in 2008. During the last four years, the nation has gone through tremendous change. The economic effects of the great recession has reduced revenues at the national, state, and local levels. Most local governments have been forced to make cuts and defer important investments and maintenance. Franklin County has been no exception. Since 2008, the County has lost approximately 15% of its property values and reduced its workforce by approximately 7%. Despite these challenges, the County has improved its AA Bond Ratings contrary to the national norm. The County's population and subsequent service demands continue to increase, whereby the County is considering new strategic investments and economic development initiatives. Franklin County historically has demonstrated an ability to look to the future and plan accordingly. The Board of Supervisors serves as the County's most significant leadership body. In uncertain times, citizens depend upon elected officials to provide a positive vision and to make strategic decisions that support that future. In the Fall of 2012, the Board of Supervisors worked to create such a vision. The Board worked to develop a plan to support their vision, whereby such planned was adopted on August 20, 2013.

Process:

The Franklin County Board of Supervisors conducted a priority setting work session at the Franklin County Government Center on November 29, 2012 that focused on several results, which included:

- Environmental scan of external trends, historical characteristics, core successes, organizational strengths, community supports, and critical issues
- Development of a collective leadership picture of the vision and direction that the Board hopes to achieve for the County
- Identification of specific outcome areas which include: Infrastructure, Schools, Economic Development/Job Creation, Financial Stability, Staffing Needs, and Managed Growth
- Identification of Board strategic goals which will be most critical to achieving the vision

The Board of Supervisors took the initial steps to define a preliminary core vision, vision outcome areas and related goals. Subsequently, various members of the Leadership Team conducted a strategic planning work session on December 12th and 13th at the Franklin County Government Center to review the Board's priorities. The strategic planning session provided staff the opportunity to draft a framework of key tasks and strategic activities to support the Board's stated vision and goals.

The Leadership Team completed the following activities at their work session:

- Developed an understanding of the Board's work session process and results; developed an interpretation that was meaningful for the staff in further enhancing a useful strategic plan
- Gained a framework for strategic planning that will be helpful to the staff over the long term in responding to the Board in an effective and efficient way
- Completed an environmental scan that depicts current and future environmental trends
- For each of the Board's vision goals, the staff developed:
 - >Action Strategies
 - >Key Champions and support staff that it would take to achieve the goal
 - >Target Dates to achieve goals and strategies

Since the Leadership Team work session, staff has reviewed and refined the goals and action strategies. Collectively, the Board of Supervisors priorities and the Leadership Team's subsequent action strategies are merged into this document – **2013 Franklin County, Virginia Strategic Plan**.

Working Strategically:

A Strategic Plan is only good as long as it is implemented, utilized, reviewed and updated. There are many steps in developing and using a Strategic Plan and the "system" can be built incrementally. A few of these steps are listed as follows:

- Endorse the Strategic Plan
- Base policy and operating decisions on the Strategic Plan
- Link the Strategic Plan to other Planning Documents (i.e. Budgets, Capital Improvement Plan, Comprehensive Plan, Departmental Work Plans, etc.)
- Incorporate the Strategic Plan into the Budget Process to ensure compliance with the Vision
- Associate the Strategic Plan with Departmental / Staff Performance Reviews
- Integrate performance report of the Strategic Plan into reports
- Engage Board, Staff, and Citizens in Achieving Action Strategies
- Celebrate and Report Successes
- Review and Update the Strategic Plan at least every three to four years



**FRANKLIN COUNTY BOARD OF SUPERVISORS
VISION**

Over the next 3 years, Franklin County's core vision, which describes its identity and distinguishes it from its neighbors, includes these aspirations . . .

- The County is progressive and others desire to use what the County is doing right.
- The County is financially stable and healthy.
- The County continues to be beautiful even while we enhance progress. Our agricultural land and scenic views are still here. We have used the land wisely by concentrating growth in well-planned villages.
- The County has moved from being a great place to live to a great place to live and work. We have increased opportunities for people to work right within the County.
- Many people are enjoying our remarkable recreation, including opportunities to experience our natural assets, events, heritage, culture, and special venues.
- The County has maintained award-winning schools with great ratings as a result of vision, creative foresight, excellent management, dedicated employees, and support. We have excellent career-technical education and job training opportunities for students at a young age.
- We have healthy economic development and job creation. We have higher paying jobs, clean businesses, and have pursued our target sectors advantageously. The County's quality of life is perceived to be an asset in locating a business here. Businesses come here because their employees have a mindset that they want to live in Franklin County.
- We have provided what we need in order to have good diverse growth in the County. We have provided more capabilities to follow our dreams and to insure implementation of what we want to have happen. We have dedicated staffing, the right infrastructure, clear ideas about where we want things, and an aggressive and competitive strategy.

FRANKLIN COUNTY BOARD OF SUPERVISORS STRATEGIC OUTCOME AREAS

Using the critical issues identified in the environmental scan, the Board achieved consensus on 6 Strategic Outcome Areas in which progress must be made to achieve its 3 year Core Vision. These outcome areas have clear goals to address each of them in the Strategic Plan.

INFRASTRUCTURE

Includes water/sewer, broadband, cell towers, EMS, natural gas, roads, and landfill capacity and enforcement

SCHOOLS

Includes workforce development, career/technical education, child support services

ECONOMIC DEVELOPMENT/JOB CREATION

Includes economic development site/park, looking at other amenities needed to attract business, industrial development, business support, and structure for support of existing businesses

FINANCIAL STABILITY

Includes how we finance the future, new revenue streams, dedicated revenue streams, different funding mechanisms, long range planning

STAFFING NEEDS

Includes retention, development, competitive compensation, additional staffing to provide capability, human capital, and succession planning for pending retirements

MANAGED GROWTH

Includes having tools to manage growth effectively, village centers, ordinances, how to get the type of growth that we want, impact fees, addressing the aging population, and working with demographics/population changes

FRANKLIN COUNTY BOARD OF SUPERVISORS 2-3 YEAR GOALS

The Board developed an initial set of Goals that Members would like to achieve over the next 3 years in order to implement the Core Vision. Staff members will use the Board's Goals and will also consider other goals to recommend that will assist the Board in achieving progress on the Core Vision and Strategic Outcome Areas.

INFRASTRUCTURE

Includes water/sewer, broadband, cell towers, EMS, natural gas, roads, and landfill capacity and enforcement

Develop water and sewer to growing areas of the County, with priority on sewer to Route 220N, water to Burnt Chimney, and water and sewer to South Lake.

Implement a better radio communications system throughout the County to support fire and rescue.

Implement response time standards for fire and EMS with appropriate resources.

Develop and implement a system to insure that we extend the life of the landfill, considering education, recycling, and enforcement of non-County dumping policies.

Pursue public/private partnerships for expanded broadband and cellular service.

Develop a funding plan and timeline for natural gas on Route 220.

SCHOOLS

Includes workforce development, career/technical education, child support services

Advocate for and develop financing plan for expanded career and technical education training, with consideration of mentoring and apprenticeship programs.

Actively pursue STEM-H focus at the Franklin Center.

ECONOMIC DEVELOPMENT/JOB CREATION

Includes economic development site/park, looking at other amenities needed to attract business, industrial development, business support, and structure for support of existing businesses

Implement new business park plan.

Review current levels of staff support for economic development and make adjustments as needed.

Develop plan(s) for business support capability.

FRANKLIN COUNTY BOARD OF SUPERVISORS 2-3 YEAR GOALS, page 2

FINANCIAL STABILITY

Includes how we finance the future, new revenue streams, dedicated revenue streams, different funding mechanisms, long range planning

Develop a long-range financial plan.

Consider a dedicated revenue stream for economic development, including citizen education if pursued.

Evaluate and reaffirm our financial policies to insure that they are effective for us.

STAFFING NEEDS

Includes retention, development, competitive compensation, additional staffing to provide capability, human capital, and succession planning for pending retirements

Evaluate compensation, benefits, and staffing levels with appropriate peer groups.

Develop a financial program to maintain employee's benefits.

Develop a succession plan and evaluate which areas need more staff.

Develop staffing plan to coincide with goal implementation as well as maintaining current levels of service.

Explore performance based pay.

MANAGED GROWTH

Includes having tools to manage growth effectively, village centers, ordinances, how to get the type of growth that we want, impact fees, addressing the aging population, and working with demographics/population changes

Develop tools to manage the growth of the County effectively, including ordinances and impact fees as appropriate.

Consider how to create incentives for the growth that we want in the County.

Act on appropriate strategies from Aging Services strategic plan.

STAFF RECOMMENDED GOALS

INFRASTRUCTURE

Includes water/sewer, broadband, cell towers, EMS, natural gas, roads, and landfill capacity and enforcement

Goal 1: Develop water and sewer to growing areas of the County, with priority on sewer to Route 220N, water to Burnt Chimney, and water and sewer to South Lake.

Goal 2: Implement better radio communications system throughout the County to support fire and rescue.

Goal 3: Implement response time standards for fire and EMS with appropriate resources.

Goal 4: Develop and implement a system to insure that we extend the life of the landfill, considering education, recycling, and enforcement of non-County dumping policies.

Goal 5: Pursue public/private partnerships for expanded broadband and cellular service.

Goal 6: Develop a funding plan and timeline for natural gas on Route 220.

SCHOOLS

Includes workforce development, career/technical education, child support services

Goal 1: Advocate for and develop a financing plan for expanded career and technical education training, with consideration of mentoring and apprenticeship programs.

Goal 2: Actively pursue STEM-H focus at the Franklin Center.

Goal 3: Pursue a strategy to increase collaboration and specific efforts with the Franklin County School Board to enhance the school system's effectiveness and outcome accountability in tailoring Pre-K-12 education to ensure that we can graduate students who will contribute to a highly trained workforce.

Goal 4: Maximize partnerships among institutions of higher education and prospective businesses to align and coordinate strengths from those programs with needs and demands of current and future businesses.

ECONOMIC DEVELOPMENT/JOB CREATION

Includes economic development site/park, looking at other amenities needed to attract business, industrial development, business support, and structure for support of existing businesses

Goal 1: Implement new business park plan.

Goal 2: Review current levels of staff support for economic development and make adjustments as needed.

Goal 3: Develop plan(s) for business support capability.

Goal 4: Develop a plan to attract diverse businesses that will increase the mean per capita income.

FINANCIAL STABILITY

Includes how we finance the future, new revenue streams, dedicated revenue streams, different funding mechanisms, long range planning

Goal 1: Develop a long-range financial plan including review of current revenue streams.

Goal 2: Consider a dedicated revenue stream for economic development, including citizen education if pursued.

Goal 3: Evaluate and reaffirm our financial policies to insure that they are effective for us.

Goal 4: Pursue a cooperative strategy that will enable the School Board and the County Board of Supervisors to arrive at a joint financial strategy that will support education needs within the available financial framework in which we work

STAFFING NEEDS

Includes retention, development, competitive compensation, additional staffing to provide capability, human capital, and succession planning for pending retirements

Goal 1: Develop a staffing plan to coincide with goal implementation as well as maintaining current levels of service.

Goal 2: Develop a succession plan and evaluate which areas need more staff.

Goal 3: Evaluate compensation and benefits with appropriate peer groups, including the development of a financial program to maintain employees' benefits and the exploration of performance-based pay.

MANAGED GROWTH

Includes having tools to manage growth effectively, village centers, ordinances, how to get the type of growth that we want, impact fees, addressing the aging population, and working with demographics/population changes

Goal 1: Develop tools to manage the growth of the County effectively, including ordinances and impact fees as appropriate.

Goal 2: Consider the creation of incentives for the growth that we want in the County.

Goal 3: Act on appropriate strategies from Aging Services strategic plan.

Functional Team: Internal Services

The Internal Services & Operations Functional Team supports internal and external stakeholders throughout County operations. Service areas include administrative leadership, “customer” service, voter registration and election services, property assessment, revenue collection, financial budgeting, accounting and investments, public information, records retention, procurement, payroll and personnel benefit services, employee recruitment, training and retention, facility development and maintenance, technology provision and support, regulatory compliance, risk management, and liaison support between the Board of Supervisors and citizens. The Internal Services & Operations Functional Team consists of these departments and program areas:

Clerk of the Circuit Court	Commissioner of the Revenue	County Administration
Finance	General Properties	Human Resources
Information Technology	Registrar	Risk Management

Desired Future: *Franklin County is a well administered, proactive community that anticipates service needs, sustains resources, adapts to change, and ensures proper oversight to improve the lives of all citizens.*

Internal Services Team Goals

- Anticipate citizen wants and needs as they increase and evolve.
- Adapt service provision to fit the unique needs of emerging demographic shifts.
- Operate efficiently and effectively to provide support services, while managing limited resources.
- Ensure compliance with all federal, state, and local regulations, laws, and policies.
- Protect and prudently manage financial, human, physical, and technological resources.
- Share knowledge to encourage a culture of learning and improvement.
- Empower effective relationships through utilization of various communication tools and resources.

Internal Services Team Issue Statements

- **Staff recruitment, retention, and development are crucial to high-quality service delivery.**
 - Virginia has the oldest public sector workforce in America. In the near future, it will be essential to replace aging employees phasing out of the workplace through

proper succession planning. Recruiting and retaining quality employees has been, and will continue to be, a challenge due to factors such as salary market competitiveness, position compression, a compensation system that does not adequately reward high-performing employees, and limited professional development opportunities. Making salaries more competitive and enriching professional development opportunities will help ensure service delivery occurs at the same standard to which Franklin County citizens have been accustomed.

◎ **Centralized policies could increase operational effectiveness and minimize liability.**

- Currently, many important operational functions, such as Human Resource Management and Procurement, are largely decentralized. This contributes to redundancy and fragmentation as many departments perform similar tasks, but without utilizing a consistent process. Developing and adhering to centralized policies and procedures will save resources in ways such as reducing redundancy and overlap. For instance, going through procurement to make purchases can lead to cost savings by combining orders and capitalizing on cooperative agreements which can save man-hours, lower shipping expenses, and potentially reduce per-unit costs through bulk purchases.
- Centralized policies and procedures can minimize liability. For instance, going through Human Resources can make certain that proper procedures are followed. This can ensure Franklin County follows consistent processes, limiting exposure to potential lawsuits associated with - but not limited to - hiring, promotion, or termination.
- Adopting centralized policies and procedures in areas such as Human Resource Management and Procurement allows all parties involved to better understand processes, which can save time and money. Such centralized policies also enhance equity and equality by making the process fairer and consistent. In sum, by adopting centralized policies, Franklin County can better utilize resources and minimize liability – all of which save the taxpayers money.

◎ **Franklin County must continually anticipate increasing regulatory compliance demands.**

- Regulatory compliance increases capital and operational costs in several ways. For instance, staffing needs are altered to comply with increased regulatory caseloads. Additionally, regulations require more staffing qualifications such as certifications, licenses, and professional development to maintain certifications. All of these factors increase costs. Unfortunately, regulatory compliance potentially dampers economic growth, which can detract from County revenue – even though expenditures continually increase. Proper resource allocation is essential to ensure that Franklin County remains compliant with local, state, and national regulations without unduly hampering economic growth.

◎ **Need for additional staffing to leverage available resources.**

- There are a multitude of resources that could be leveraged, but unfortunately, a staffing shortage precludes Franklin County departments from capitalizing on known opportunities. Due to compounding factors such as consistently low revenue growth, increased service demands, and additional regulatory burdens, staffing levels are currently funded near baseline service provision. This limits personnel flexibility to leverage available resources. For instance, there are no personnel dedicated primarily to seeking and applying for grants – despite knowing that grants to fund Franklin County needs are available.
- The need for more staffing also constrains Franklin County from developing technological resources - such as software, digital devices, and databases - which could automate processes, provide access to best practices, save resources, reduce redundancy, lessen departmental workloads, enhance professional development, and produce more reliable data to formulate effective policies and guide better decision making. The need for additional staffing is causing a ripple effect by not fully leveraging available resources, which could lead to inefficient use of limited current resources; this inhibits the ability of departments to anticipate/adapt to changes in service demand, and can contribute to lower employee morale and higher turnover – which increases costs (e.g. recruitment, training, etc.). In sum, the need for additional staffing contributes to lost revenue generating opportunities and inefficient use of current resources.

◎ **Franklin County should encourage a strategic risk taking culture.**

- To anticipate untimely or expensive service delays, sometimes employees must take calculated risks. To support employee initiative-taking, Franklin County must develop a culture that is open to change. By welcoming new ideas, we have an opportunity to create a process that is transparent, enhances trust, and holds everyone accountable for results. Adopting a process-oriented culture that is open to change has multiple benefits. It empowers employees to make strategic risks, take responsibility for their actions, and encourage change that builds on core values. The only constant in life *is* change; we must embrace change to benefit the good people of Franklin County.

Functional Team: Human Services

The Human Services Functional Team provides both direct and indirect services to Franklin County citizens. Service areas include promoting a healthy lifestyle, lifelong learning, literary & cultural opportunities, a safe living environment, self-sufficiency, counseling, mentoring, networking opportunities, and workforce training to enhance economic development in Franklin County. The Human Services Functional Team consists of the following County

Children's Services Act	Department of Social Services	Family Resources	
The Franklin Center	Parks & Rec.	Public Libraries	Virginia Cooperative Extension

Desired Future: *Franklin County is a caring community of secure, healthy, active, self-sufficient families that enjoy extensive access to enrichment through recreational, cultural, lifelong learning, and job training opportunities.*

Human Services Team Goals

- Ensure that all Franklin County citizens can be self-sufficient.
- Deliver a temporary support system to integrate citizens into the community.
- Contribute to public safety by enhancing positive outcomes for family self-sufficiency.
- Supply avenues to enable citizens to achieve a higher quality of life.
- Provide opportunities for Franklin County citizens to better themselves.
- Furnish community access points to enhance quality of life.
- Improve mental, physical, and emotional health to increase quality of life.

Human Services Team Issue Statements

- **Staff recruitment, retention, and development are crucial to high-quality service delivery.**
 - Virginia has the oldest public sector workforce in America. In the near future, it will be essential to replace aging employees phasing out of the workplace through proper succession planning. Recruiting and retaining quality employees and volunteers has been, and will continue to be, a challenge due to factors such as salary market competitiveness, position compression, a compensation system that does not adequately reward high-

performing employees, and limited professional development opportunities. Making salaries more competitive and enriching professional development opportunities will help ensure service delivery occurs at the same standard to which Franklin County citizens have been accustomed.

◎ **Need for additional staffing to leverage available resources.**

- There are a multitude of resources that could be leveraged, but unfortunately, a staffing shortage precludes Franklin County departments from capitalizing on known opportunities. Due to compounding factors such as consistently low revenue growth, increased service demands, and additional regulatory burdens, staffing levels are currently funded near baseline service provision. This limits personnel flexibility to leverage available resources. For instance, there are no personnel dedicated primarily to seeking and applying for grants – despite knowing that grants to fund Franklin County needs are available. Additionally, there are technological resources - such as software, digital devices, and databases - that could automate processes, save resources, reduce redundancy, lessen departmental workloads, and produce more reliable data to formulate effective policies and guide better decision making. The need for additional staffing is causing a ripple effect by not fully leveraging available resources, which could lead to inefficient use of limited current resources; this inhibits the ability of departments to anticipate/adapt to changes in service demand, and contributes to lower employee morale and higher turnover – which increases costs (e.g. recruitment, training, etc.). In sum, the need for additional staffing contributes to lost revenue generating opportunities and inefficient use of current resources.

◎ **Service demand expectations are increasing, while funding levels are difficult to meet.**

- Demographic changes, such as a growing senior population, and increasing demand for adult protective services, child welfare services, positive youth development, agricultural profitability and sustainability, nutrition, health and wellness, family and human development, recreational, and lifelong learning opportunities provide complex new challenges and opportunities. It should also be noted that as economic activity decreases, demand for human services increases - even though revenue sources become strained during difficult economic times. Unfortunately, this is compounded by a lack of employment diversification, which negatively impacts attracting and retaining early career, mid-career, and college educated taxpaying employees. Human service demands will continually increase and evolve. Adequate funding to meet current and emerging service demands ensures service delivery occurs at the standard to which Franklin County citizens have been accustomed.

◎ **Expanding partnerships is needed to reduce Franklin County service delivery and funding burdens.**

- Opportunities for cross departmental collaboration and partnerships are necessary to bring collective resources to bear on complex community issues. Many within the community may be unaware of the full range of services offered in Franklin County. As a result, some services may go underutilized, while other programs could become stressed. Forging and strengthening community partnerships allows for more effective resource

utilization, but it also comes with positive and negative consequences. A strength of partnerships is that service capacity and quality generally increases. For instance, more people can access services, which increases citizen quality of life in a variety of ways ranging from income stabilization to skill development. It is worth noting, however, that with increased service capacity come additional expenses such as facility maintenance costs associated with custodial work and additional supplies. In all, by operating in a more collaborative manner we can raise awareness - and increase the quality - of community services, while potentially sharing the associated expenses.

◎ Sufficient capital funding and operational support is needed for County infrastructure development.

- Infrastructure is needed to attract businesses and enhance human services and quality of life in Franklin County. Deferring capital projects, for a variety of reasons, has compounded costs and increased pressure on revenue sources. This is even more problematic because scarce funding from the state and federal governments is placing an additional financial burden on Franklin County. Resources should be directed to capital funding and operational support in the near future to spur new private investment that will strategically address diminishing state and federal revenues, while minimizing compounding costs.

Functional Team: Community Services

The Community Services Functional Team provides both direct and indirect services to Franklin County citizens. Service areas include residential, commercial, & industrial development, utilities, refuse collection & disposal, tourism, recreation & athletics, parks, transportation & land use planning, and building & environmental safety. The Community Services Team consists of the following County Departments:

Economic Development	Planning & Community Development	Public Works
Building Inspections	Parks & Recreation – Aging Services	Solid Waste - Landfill

Desired Future: *Franklin County is well served by flexible, adaptable, and accessible community facilities that encourage and strengthen businesses, families, neighborhoods, and the natural environment.*

Community Services Team Goals

- Promote a business-friendly community to retain and attract businesses, diversify the economic base, create job opportunities for an educated, ready workforce, thereby promoting the economic vitality of the community.
- Promote healthy active lifestyles and foster self-sufficiency that enhances quality of life.
- Enrich quality of life, preserve natural resources, and enhance community attractiveness through stewardship of the natural and built environment.
- To promote and provide for public health, safety, welfare and the necessary infrastructure for future growth.
- To protect and enhance property values.
- To encourage and ensure a thriving, diverse community.
- To promote public trust in all interactions with internal and external customers.

Community Services Team Issue Statements

- **Staff recruitment, retention, and development are crucial to high-quality service delivery.**
 - Virginia has the oldest public sector workforce in America. In the near future, it will be essential to replace aging employees phasing out of the workplace through proper succession planning. Recruiting and retaining quality employees has been, and will continue to be, a challenge due to factors such as salary market competitiveness, position compression, a compensation system that does not adequately reward high-performing employees, and limited professional

development opportunities. Making salaries more competitive and enriching professional development opportunities will help ensure service delivery occurs at the same standard to which Franklin County citizens have been accustomed.

◎ **Sufficient capital funding and operational support is needed for County infrastructure development.**

- Infrastructure is needed to attract businesses and enhance economic vitality in Franklin County. Deferring capital projects, for a variety of reasons, has compounded costs and increased pressure on revenue sources. This is even more problematic because scarce funding from the state and federal governments is placing an additional financial burden on Franklin County. Resources should be directed to capital funding and operational support in the near future to spur new private investment that will strategically address diminishing state and federal revenues, while minimizing compounding costs.

◎ **Service demand expectations are increasing, while funding levels are difficult to meet.**

- Demographic changes, such as a growing senior population, increase the demand for - and types of - services provided. It should also be noted that as economic activity decreases, demand for government services increases - even though revenue sources become strained during difficult economic times. Unfortunately, this is compounded by a lack of employment diversification, which negatively impacts attracting and retaining early career, mid-career, and college educated taxpaying employees. Service demands will continually increase and evolve. Adequate funding to meet current and emerging service demands ensures that service delivery occurs at the standard to which Franklin County citizens have been accustomed.

◎ **Franklin County must continually anticipate increasing regulatory compliance demands.**

- Regulatory compliance increases capital and operational costs in several ways. For instance, staffing needs are altered to comply with increased regulatory caseloads. Additionally, regulations require more staffing qualifications such as certifications, licenses, and professional development to maintain certifications. All of these factors increase costs. Unfortunately, regulatory compliance potentially dampers economic growth, which can detract from County revenue – even though expenditures continually increase. Proper resource allocation is essential to ensure that Franklin County remains compliant with local, state, and national regulations without unduly hampering economic growth.

Functional Team: Public Safety

The Public Safety Functional Team provides both direct and indirect services to Franklin County citizens. Service areas include law enforcement, investigations, 911, corrections, court services, fire & EMS response, and animal control. The Public Safety Functional Team consists of the following County Departments:

Animal Control	Commonwealth's Attorney	
EMS	Fire	Sheriff

Desired Future: *Franklin County receives high-performing, professionally accredited, organized public safety provision that protects lives and property, while enhancing economic development opportunities.*

Public Safety Team Goals

- Protect the lives and property of all Franklin County residents and businesses.
- Ensure the health, wellbeing, and safety of all Franklin County citizens.
- Enhance economic development investment through effective incident responses & excellent ISO ratings.
- Meet professional standards for public safety provision, thereby ensuring high performing, professional service delivery throughout Franklin County.
- Educate Franklin County citizens about public safety through clear and consistent communication.
- Remain the standard bearer for public safety incident response procedures in rural Virginia.

Public Safety Team Issue Statements

- **Staff recruitment, retention, and development are crucial to high-quality service delivery.**
 - Virginia has the oldest public sector workforce in America. In the near future, it will be essential to replace aging employees phasing out of the workplace through proper succession planning. Recruiting and retaining quality employees has been, and will continue to be, a challenge due to factors such as salary market competitiveness, position compression, a compensation system that does not adequately reward high-performing

employees, and limited professional development opportunities. Public safety personnel require competitive benefits packages to ensure they and their families are taken care of in case of injuries that could arise from working in life-threatening situations. The aforementioned factors have combined to create a public safety workforce experience gap. As many high-ranking personnel near retirement, there is currently a wide disparity in knowledge among employees that comes with experience. If not addressed, this experience gap could lead to a loss of institutional memory, which is only regained through costly trial and error. Without making salaries more competitive, improving benefits, and enriching professional development opportunities, it will be unrealistic to expect service delivery at the same standard to which Franklin County citizens have been accustomed. In the case of public safety, this is literally a matter of life and death.

◎ **Sufficient capital funding and operational support of committed County infrastructure development.**

- Infrastructure is needed to attract businesses and enhance economic vitality in Franklin County. Deferring capital projects, for a variety of reasons, has compounded costs and increased pressure on revenue sources. This is even more problematic in the area of public safety. The demand for services is increasing and the department of public safety needs additional office space to meet this emerging demand. For example, there is little office space available for necessary growth; meanwhile, stations are aging, and the animal control shelter has already expanded beyond its intended capacity and condition to meet community demands. Resources should be directed to capital funding to ensure that public safety capacity exists to anticipate and adapt to continually increasing service demands.

◎ **Need for additional staffing to leverage available resources.**

- There are a multitude of resources that could be leveraged, but unfortunately, current staffing levels preclude Franklin County departments from capitalizing on known opportunities. Due to compounding factors such as consistently low revenue growth, increased service demands, and additional regulatory burdens, staffing levels are currently funded near baseline service provision. This limits personnel flexibility to leverage available resources. For instance, there are no personnel dedicated primarily to seeking and applying for grants – despite knowing that grants to fund Franklin County needs are available. Additionally, there are technological resources - such as software, digital devices, and databases - that could automate processes, save resources, reduce redundancy, lessen departmental workloads, and produce more reliable data to formulate effective policies and guide better decision making. The need for additional staffing is causing a ripple effect by not fully leveraging available resources, which could lead to inefficient use of limited current resources; this inhibits the ability of departments to anticipate/adapt to changes in service demand, and contributes to lower employee morale and higher turnover – which increases costs (e.g. recruitment, training, etc.). In sum, the need for additional staffing contributes to lost revenue generating opportunities and inefficient use of current resources.

◎ **Managing the costs of a fully-functional fleet is essential to high-quality service delivery.**

- Vehicles are essential to effective public safety service provision, whether it is Sheriff's Office patrol cruisers, or public safety ambulances and fire apparatuses. A healthy fleet saves lives through effective service provision and saves money through reduced maintenance costs. In order to manage a healthy fleet, however, vehicles and apparatuses must be replaced consistently. Due to a variety of factors such as age, condition, mileage, and unit cost, past fleet replacement has been like a fiscal rollercoaster with much more spending in some years compared to others. There is need for a data-driven fleet management system to ensure regular replacement occurs through consistent annual funding to maintain a fully-functional fleet year after year.

◎ **Service demands evolve as demographics change; funding levels must anticipate service demands.**

- Demographic changes increase the demand for - and types of - services provided. For instance, as the senior population grows in Franklin County, the number of incident responses increases. This places a greater service call burden on public safety personnel. The types of calls are also changing. More seniors on the road contribute to additional age-related traffic crashes, as well as added calls for chest pains. As can be seen from the previous examples, changing demographics influences the number and types of calls, as well as the public safety resources needed and how resources are utilized. It should also be noted that as economic activity decreases, demand for government services increases - even though revenue sources become strained during difficult economic times. For instance, higher long-term unemployment often leads to more service calls associated with domestic violence and robbery. In sum, service demands will continually increase and evolve with demographic changes. Adequate funding must be provided to meet current and emerging service demands to ensure high-quality service delivery continues.

Franklin County - Debt Management

The Franklin County Board of Supervisors adopted the following debt policy on October 10, 1994:

1. Financing should be considered for County assets that are designed to serve the citizens for a period of time in excess of five years with debt issued for a similar period and designed to spread the cost of the asset to all users, both current and future, unless a more feasible alternative exists(grants, gifts, etc.); and
2. Debt issued for the purpose of financing water and sewer projects or other enterprise fund projects will primarily be supported by revenues generated by those projects; and
3. County debt as a percentage of assessments will not exceed 3.5%; and
4. The County's debt service as a percentage of general government expenditures will not exceed 10%; and
5. The County's debt per capita will not exceed \$1,500 per capita; and
6. Capital leases of longer than three (3) years duration will be included as debt for the purpose of computing the ratios expressed herein.

	<i>Policy</i>	<i>Actual at June 30, 2017</i>
The County's debt as a percentage of the real estate assessment.	3.50%	0.65%
The County's debt service as a percentage of general government expenditures	10.00%	4.34%
Net Bonded Debt Per Capita at June 30, 2016	\$1,500.00	\$874.39
(Net Bonded Debt only includes General Obligation Bonds and Notes and Literary Fund Loans. It excludes the liability for Landfill Closure and Post Closure, the Accrued Liability for Vacation, Sick and Comp Time, Capital Leases, Bond Premiums and the Liability for Other Post-Employment Benefits)		

Annual requirements to amortize long-term debt and related interest are as follows:

Fiscal Year Ending June 30,	General Obligation Bonds	
	Principal	Interest
2018	4,646,542	1,206,924
2019	4,577,649	1,057,554
2020	4,218,210	950,052
2021	4,312,296	842,585
2022	4,211,338	739,696
2023-2027	15,578,576	2,369,687
2028-2033	6,248,000	1,041,282
2034-2037	5,225,000	312,897
Total	\$49,017,611	\$8,520,677

**Change in Long-Term Obligations
as of June 30, 2017**

	Balance June 1, 2016	Increases/ Issuances	Decreases/ Retirements	Balance June 30, 2017
General Obligation Bonds and Notes	\$37,236,849	\$29,017,000	(\$17,236,238)	\$49,017,611
Premiums on Gen. Obligation bonds	147,065		(19,660)	127,405
Capital leases	133,345		(133,345)	0
Landfill closure/postclosure liability	10,028,645	269,749		10,298,394
Compensated absences	1,475,369	1,038,329	(1,106,527)	1,407,171
Net OPEB obligation	819,160	153,000	(57,000)	915,160
Net pension liability	5,457,297	5,652,627	(4,981,954)	6,127,970
 Total	 \$55,297,730	 \$36,130,705	 (\$23,534,724)	 \$67,893,711

Bond Rating:

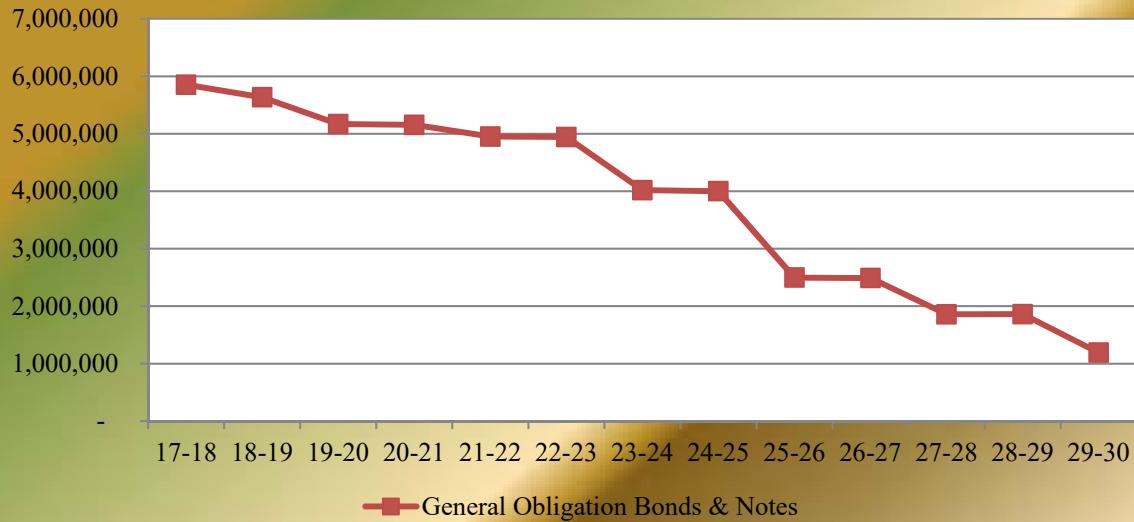
Franklin County's underlying credit rating by Moody's is Aa2 and AA+ by Standard & Poor's. Both credit rating agencies are favorably impressed with the County's managerial policies as well as its' adherence to conservative financial policies. Also cited by both rating agencies is Franklin County's strong General Fund balance and meaningful usage of Pay-As-You-Go Funding for capital needs.

By formalizing the solid financial standing of the County in the eyes of the investment community, Franklin County has maximized their chances to borrow monies at the lowest interest rate possible. These ratings confirm to Wall Street that Franklin County's financial position is strong and as a result, repayment risk for an investor in debt obligations of the County is minimal.

Debt Capacity

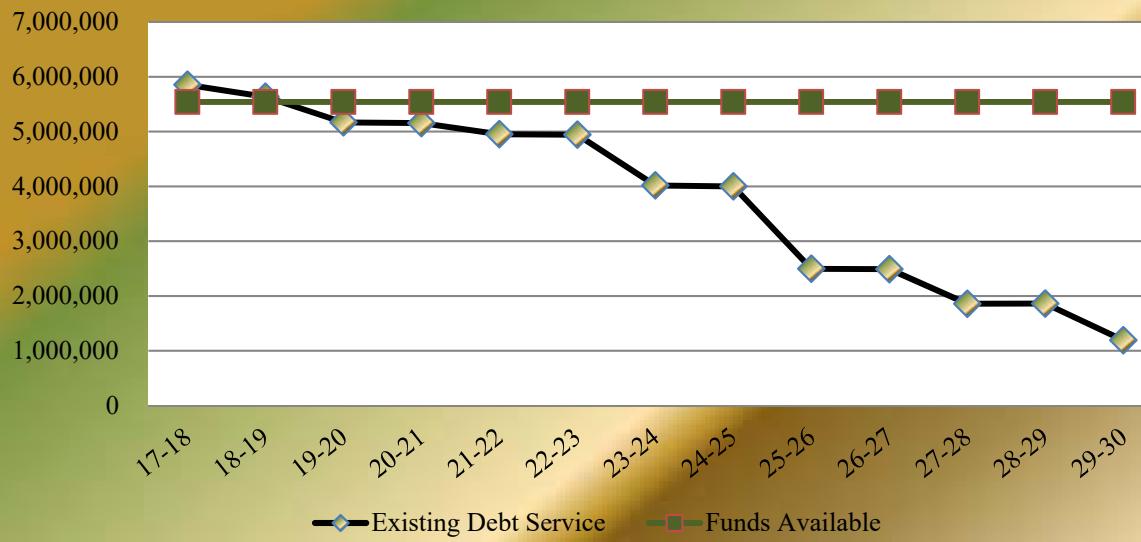
The following chart shows the County's current debt payment obligations by type and fiscal year.

Franklin County Current Debt Payment Obligations



The next chart examines the County of Franklin's ability to borrow in future years based upon the amount of annual debt service retired that year. This capacity assumes that total debt service will not exceed FY18-19 levels nor require increases in future tax rates.

Franklin County Debt Capacity



The current level of net bonded debt per capita at June 30, 2017 for Franklin County is \$874.39. The median for the Commonwealth of Virginia is approximately \$4,400. Franklin County's debt to assessed value at June 30, 2017 is 0.65% with the Virginia median being slightly less than 2.00%. Debt service as a percentage of expenditures was 4.34% for the fiscal year ended June 30, 2017. The County is in good financial position to borrow in the future should the need arise. The adopted FY18-19 budget includes approximately \$1.3 million in additional budgeted debt service expenditures for an anticipated borrowing to be completed by the Fall of 2018.

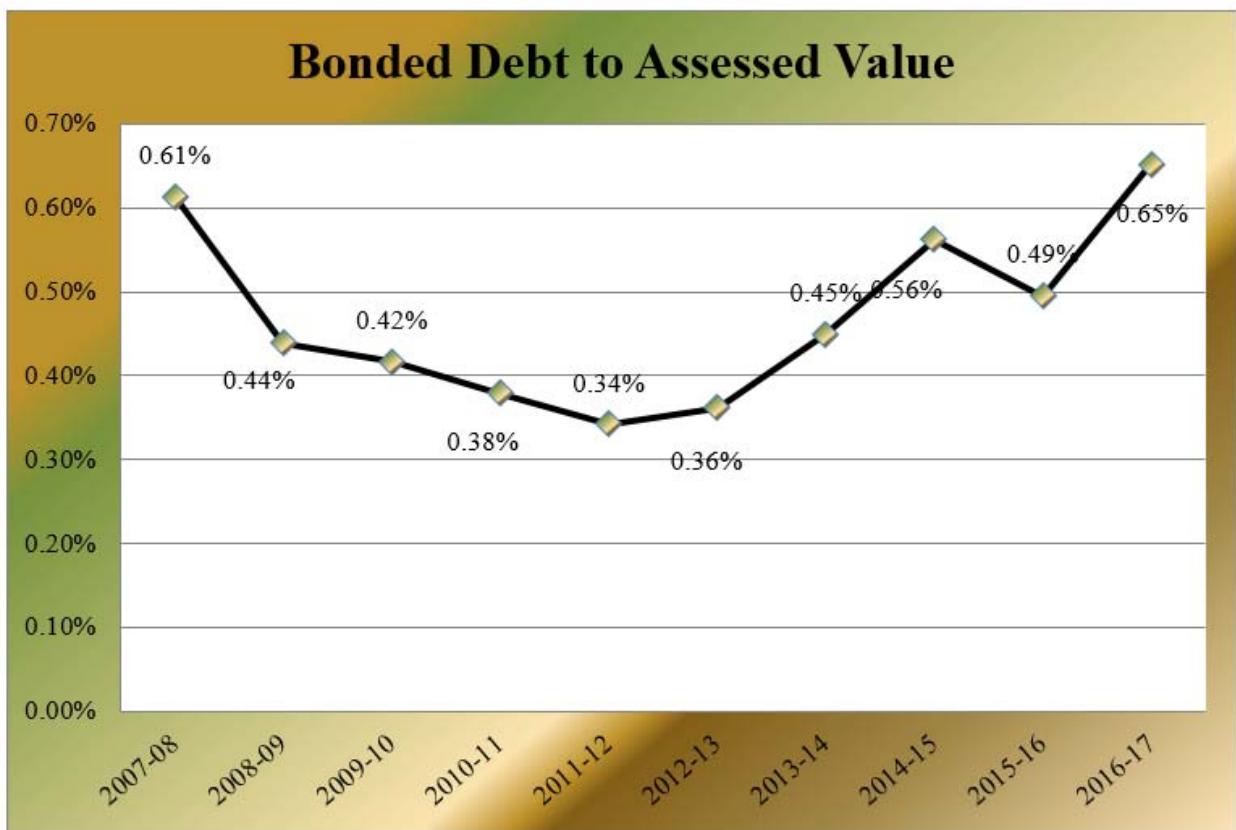
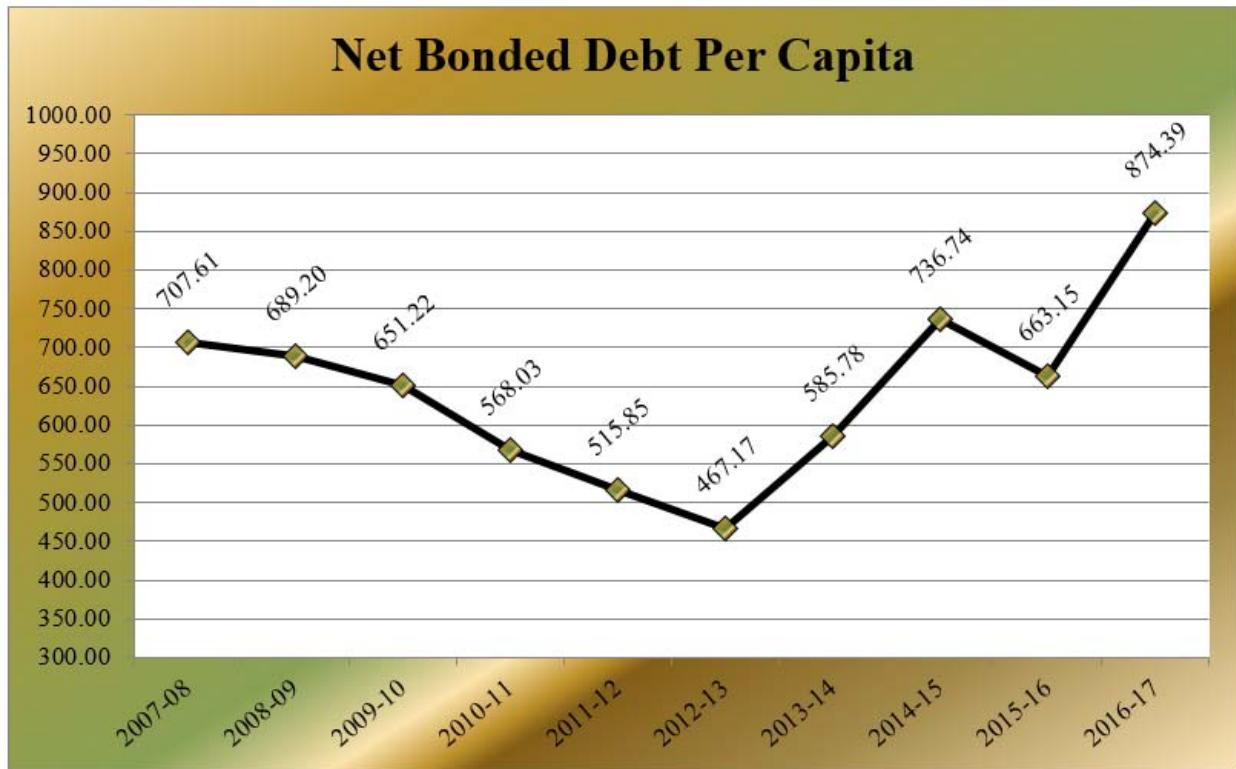
FRANKLIN COUNTY
Ratio of Net General Bonded Debt to Assessed Value and Net Bonded Debt per Capita
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Population(1)</u>	<u>Gross Assessed Value (3)</u>	<u>Gross and Net Bonded Debt(2)</u>	<u>Ratio of Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt per Capita</u>
2007-08	52,202	6,026,055,132	36,938,539	0.61%	707.61
2008-09	52,841	8,292,525,331	36,418,271	0.44%	689.20
2009-10	53,450	8,363,776,434	34,807,635	0.42%	651.22
2010-11	56,159	8,406,494,817	31,900,271	0.38%	568.03
2011-12	56,300	8,493,026,694	29,042,189	0.34%	515.85
2012-13	56,574	7,311,819,908	26,429,558	0.36%	467.17
2013-14	56,616	7,377,048,819	33,164,494	0.45%	585.78
2014-15	56,793	7,441,231,237	41,841,733	0.56%	736.74
2015-16	56,373	7,552,929,174	37,383,914	0.49%	663.15
2016-17	56,205	7,544,523,046	49,145,015	0.65%	874.39

Note: (1) Bureau of the Census

(2) Includes all long-term general obligation debt

(3) 100% of fair market value



**Ratio of Net Annual Debt Service Expenditures for
General Bonded Debt to Total General Governmental Expenditures
Last Ten Fiscal Years**

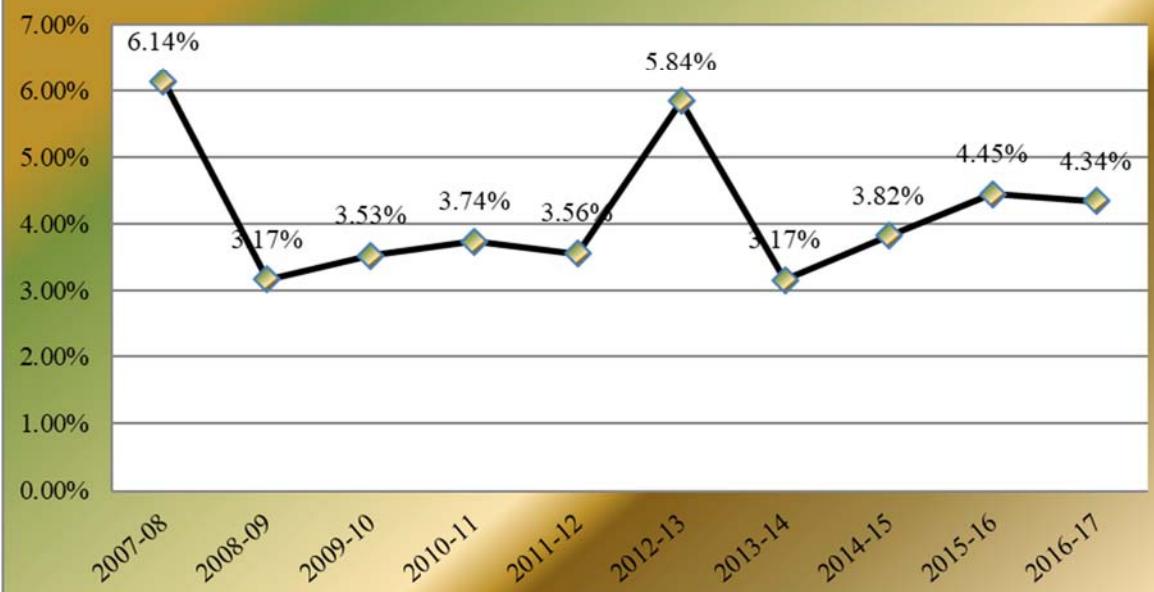
<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service (1)</u>	<u>Total General Government (2) Expenditures (3)</u>	<u>Ratio of Debt Service to General Governmental Expenditures</u>
2007-08	6,004,140	1,364,839	7,368,979	119,999,538	6.14%
2008-09	2,753,602	1,582,736	4,336,338	136,814,311	3.17%
2009-10	2,960,922	1,602,618	4,563,540	129,335,060	3.53%
2010-11	3,122,020	1,362,326	4,484,346	119,968,362	3.74%
2011-12	3,028,681	1,293,215	4,321,896	121,319,835	3.56%
2012-13	6,304,484	1,040,602	7,345,086	125,741,487	5.84%
2013-14	3,122,132	852,941	3,975,073	125,450,864	3.17%
2014-15	3,810,068	1,103,561	4,913,629	128,489,776	3.82%
2015-16	4,566,202	1,150,831	5,717,033	128,400,476	4.45%
2016-17	4,660,578	1,053,422	5,714,000	131,507,844	4.34%

(1) Exclude bond issuance and refunding of bonds.

(2) Includes general, special revenue funds and component units.

(3) Excludes refunding of bond.

**Franklin County
Debt Services to General Government
Expenditures**



The jump in 07-08 was due to the County being able to make additional principal payments on a project that became largely grant funded after funds had been borrowed. FY12-13 also showed a small spike because of old debt issues that were refinanced.

Additional Information on the County's Outstanding Debt:

The County has issued debt for various School and County projects as shown below:

Purpose	Outstanding Balance at June 30, 2017
Franklin Co. High School Improvements	\$1,441,182
Stadium Expansion at FCHS	\$1,000,000
Windy Gap Elementary School	\$5,840,679
Various Elementary School Projects	\$1,293,750
Workforce & Government Centers	\$2,852,000
Business Park & Various Projects	\$23,831,000
Westlake Sewer Project	\$2,395,000
Note Payable to Va. Western Community College	\$200,000
Radio System Improvements	\$10,164,000
Total	\$49,017,611



Basis of Budgeting, Basis of Accounting and Fund Structure

Basis of Budgeting

The budgets of governmental type funds (General, Special Revenue and Capital Projects Funds) are prepared on the cash basis of accounting. Revenues and related assets are recorded when received and expenditures are recorded as the related fund expenditures are paid.

The revenues and expenses of the Utility Fund are also budgeted on the cash basis of accounting and will be used to account for all the operations, capital and debt service of this fund.

The Comprehensive Annual Financial Report (CAFR) shows the status of the County's finances on the basis of "generally accepted accounting principles" (GAAP). Reconciliation must be performed to convert numbers from the modified accrual basis to the cash basis when comparing the CAFR to the numbers presented in the budget document.

Prior to June 30, the County Board of Supervisors adopts the budget by resolution and funds are appropriated generally at the department level or category level (Component Unit - School Fund) through passage of an appropriations ordinance.

Formal budgetary integration is employed as a management control device during the fiscal year for all funds. Budgets are legally adopted annually for the County's General Fund, Special Revenue Funds, Debt Service Fund, School Operating Fund and Utility Fund.

A budget is adopted for each project in the County Capital Projects Fund. Projects are appropriated on a project by project basis throughout the fiscal year. The Appropriations Ordinance specifies that the budget and appropriation for each project continue until completion of the project. All other appropriations lapse at year-end. The level of control at which expenditures may not legally exceed appropriations is at the project level in the County Capital Projects Fund.

Fund Accounting

The accounts of the County and its component unit, the Franklin County School Board, are organized on the basis of funds and account groups. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, as appropriate.

Basis of Accounting

The accounting principles of the County for financial reporting purposes are maintained on the modified accrual basis of accounting for the General Fund, Special Revenue Fund, Capital Projects Fund, Debt Service Fund, School Fund and Utility Fund.

Under the modified accrual basis of accounting, revenues and related assets are recorded when measurable and available to finance operations during the year. Accordingly, real and personal property taxes are recorded as revenues and receivables when billed, net of allowances for uncollectible amounts, except that property taxes not collected within 60 days after year end are reflected as deferred revenues. Expenditures, other than interest on long-term debt, are recorded as the related fund liabilities are incurred. Interest on long-term debt is recognized when due except for interest due on July 1, which is accrued.

Governmental Fund Types

All expendable financial resources and the related liabilities are accounted for through Governmental Funds. The Governmental Fund measurement focus is upon determination of financial position and changes in financial position, rather than upon net income determination as would apply to a commercial enterprise. The individual Governmental Funds are:

General Fund

The General Fund accounts for all revenues and expenditures applicable to the general operations of the County, which are not accounted for in other funds.

Special Revenue Funds

Special Revenue Funds account for the proceeds of specific revenue sources (other than those dedicated for major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action. The County has two special revenue funds: Law Library and E911.

Capital Projects Funds

Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed by Proprietary Funds.

Debt Service Fund

This fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and other related costs. The Debt Service fund is considered a major fund for reporting purposes.

School Fund (Component Unit)

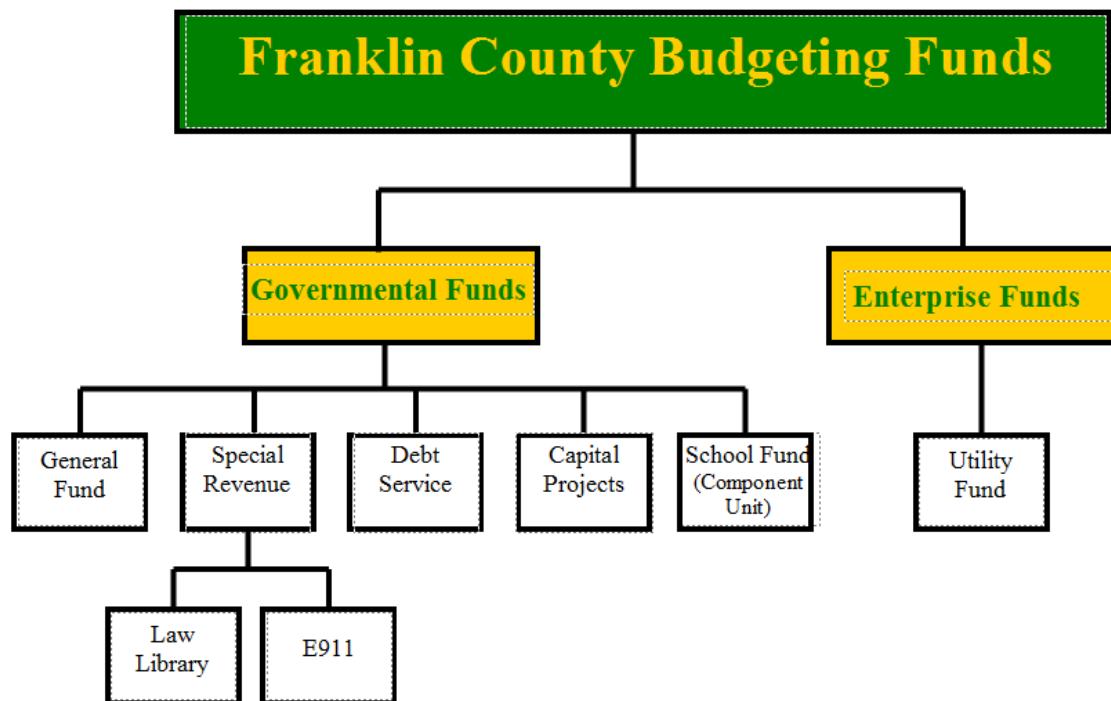
Presented as a Component Unit is the Franklin County School Board which operates the elementary and secondary schools in the County. The School Board is fiscally dependent upon the County because the County approves all debt issuances of the School Board and provides significant funding to operate the public schools since the School Board does not have separate taxing powers.

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (expenses including depreciation) of providing services to the general public be financed or recovered primarily through user charges. The governing body may also have determined that a periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The County does not budget depreciation expenses in enterprise funds although they are recorded and reported in the annual financial report. The only enterprise fund is the utility fund which is used to account for the operations of a small water system located at one of the County's industrial parks.

Utility Fund

This fund accounts for the operation and maintenance of a small water system located at one of the County's industrial parks. Charges for services and grants represent the major sources of operating revenue. Contractual services and depreciation are the major expenditures of the fund.



Franklin County

Undesignated and Designated Fund Balances

Governmental Funds

Undesignated Fund Balance is the accumulated total of all prior years' actual Governmental Fund revenues in excess of actual expenditures. This is actually the surplus that has not been previously appropriated and is not reserved or designated.

Restricted and Assigned Governmental Fund Balance is comprised of those funds that have been reserved from fund balance for a specific use. The following amounts were restricted and assigned from the Governmental Funds fund balance at June 30, 2017:

Restricted for E911	\$270,609
Restricted for Law Library	120,487
Restricted for Forfeited Assets	146,305
Restricted for Courthouse Maintenance	140,988
Restricted for Tourism	7,500
Assigned for Debt Service	1,865,429
Nonspendable Capital Projects	474,741
Restricted for Capital Projects	16,301,212
Assigned for Capital Projects	7,498,512
Total	\$26,825,783

This total of \$26,825,783 is included in the June 30, 2017 fund balance amount of \$47,709,715. Unassigned general fund balance on June 30, 2017 was \$20,883,932. Below are summary projections of fund balance for the general fund only:

	Estimate FY17-18	Budget FY 18-19
Fund Balance, Beginning of Year	\$20,883,932	\$21,475,211
Revenue Sources	86,554,411	87,908,571
Expenditures	-43,199,064	-44,524,075
Transfers to Other Funds	-42,764,068	-43,384,496
Fund Balance, End of Year	\$21,475,211	\$21,475,211

Fund balance is projected to decrease in FY17-18 as funds are used for various capital projects. As the economy has begun to stabilize in our region, revenues that have been declining over the past two to three years have begun to level out and are becoming more predictable.

Reserve Accounts Including Fund Balance: The fund balance policy was adopted by the Board of Supervisors during FY12-13 and is included below:

I. Purpose

The Board of Supervisors of Franklin County is dedicated to maintaining an appropriate level of fund balance sufficient to mitigate current and future financial risks and to ensure stable tax rates; and, therefore, formally establishes this policy for the County's Fund Balance. This policy also authorizes and directs the Finance Director to prepare financial reports which accurately categorize fund balance as required by GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

II. Components of Fund Balance

Fund balance is the difference between the assets and liabilities reported in a governmental fund. The following five fund balance classifications describe the relative strength of the spending constraints placed on the purposes for which the resources can be used:

- Non-spendable fund balance – amounts that are not in spendable form (such as inventory and prepaid assets) or are required to be maintained intact (corpus of a permanent fund);
- Restricted fund balance – amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation;
- Committed fund balance – amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest level action to remove or change the constraint;
- Assigned fund balance – amounts a government intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority; for all funds except the general fund, assigned fund balance is the residual fund balance classification;
- Unassigned fund balance – amounts that are available for any purpose; positive amounts are only reported in the general fund.

III. Committed Fund Balance Policy

The Board of Supervisors is the County's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is a resolution approved by the Board of Supervisors. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

IV. Assigned Fund Balance Policy

The Board of Supervisors has authorized the County's Finance Director as the official authorized to assign fund balance to a specific purpose as approved by this fund balance policy.

V. Minimum Unassigned Fund Balance Policy

VI. The County will maintain an unassigned fund balance in the general fund of no less than two months of regular general fund operating revenues. The County considers a balance of less than two months of regular general fund operating revenues to be cause for concern, barring unusual or deliberate circumstances.

VII. Resource Flow Policy

When fund balance resources are available for a specific purpose in more than one classification, it is the County's policy to use the most restrictive funds first in the following order: restricted, committed, assigned, and unassigned as they are needed.

Below is a fund balance overview of the beginning estimated balances, activity expected and projected ending balances of all funds:

Fund Balance Projected FY17-18 Balances					
	Fund Balance July 1, 2017	Revenue	Transfers	Estimated Fund Balance June 30, 2017	
Fund	July 1, 2017	Sources	Expenditures	Out	
General Fund	\$20,883,932	\$86,554,411	(\$43,199,064)	(\$42,764,068)	\$21,475,211
E911 Fund	270,609	1,008,381	(952,165)		326,825
Law Library	120,487	11,795	(5,000)		127,282
Capital Projects	24,274,465	6,056,805	(17,812,415)		12,518,855
Debt Service	1,865,429	3,179,567	(4,030,793)		1,014,203
School Operating	2,105,924	87,195,116	(86,927,967)		2,373,073
Utilities	88,379	83,461	(11,441)		160,399
Totals	\$49,609,225	\$184,089,536	(\$152,938,845)	(\$42,764,068)	\$37,995,848

Note: It is the intent of the County for all funds to end the year with the same fund balance as the beginning of the fiscal year. The Capital Projects Fund balance is projected to decrease as borrowed funds are spent on various County projects. The County issued debt in the amount of \$16 million in the Winter of 2016-17 to fund various capital projects including a new business park, landfill cell construction, and a new fire station. Construction on the current phase of the business park is estimated to be completed in the Fall of 2018. The landfill construction was completed in the Summer of 2017, and the fire station construction is estimated to be completed in the Fall of 2019. The General Fund fund balance is projected to increase from a small surplus of revenues and conservative expenditure estimates.

4

Financial Summaries



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Franklin County, Virginia
Fund Balance, Revenue and Expenditure Totals by Fund
Adopted FY18-19 Budget

	Fund							Totals
	General	E911	Law Library	Capital Projects	Debt Service	School Operating	Utilities	
Beginning Fund Balance	21,475,211	326,825	127,282	12,518,855	1,014,203	2,373,073	160,399	37,995,848
Revenues From Local Sources:								
General Property Taxes	54,533,807							54,533,807
Other Local Taxes	11,883,638		10,000					11,893,638
Permits, Fees and Licenses	399,402							399,402
Fines and Forfeitures	41,892							41,892
Revenue From Money & Property	506,218							506,218
Charges For Services	2,439,653				3,190,665	9,000		5,639,318
Miscellaneous Revenues	538,332			185,038				723,370
Recovered Costs	671,504							671,504
Revenues From Commonwealth of Virginia:								
School Funds					42,677,308			42,677,308
Public Assistance Revenue	1,921,806							1,921,806
Comprehensive Services Act	3,643,490							3,643,490
Shared Expenses - Constitutional Officers	4,414,997							4,414,997
Personal Property Tax Relief	2,626,618							2,626,618
Other Grants and State Shared Expenses	1,065,010	60,000						1,125,010
Revenue From Federal Government								
	3,276,204				7,802,917			11,079,121
Total Revenues	87,962,571	60,000	10,000	0	185,038	53,670,890	9,000	141,897,499
Fund Balance								
Interfund Transfers		1,216,129		3,456,775	5,003,328	33,693,264	15,000	43,384,496
Total Available Funds	109,437,782	1,602,954	137,282	15,975,630	6,202,569	89,737,227	184,399	223,277,843

Franklin County, Virginia
Fund Balance, Revenue and Expenditure Totals by Fund (Continued)
Adopted FY18-19 Budget

Expenditures:	Fund							Totals
	General	E911	Law Library	Capital Projects	Debt Service	School Operating	Utilities	
General Government Administration	4,727,839							4,727,839
Judicial Administration	2,955,083		10,000					2,965,083
Public Safety	14,181,376	1,276,129						15,457,505
Public Works	3,966,506							3,966,506
Health and Welfare	13,052,150							13,052,150
Parks, Recreation and Cultural	2,234,732							2,234,732
Community Development	2,939,369							2,939,369
Non Departmental	521,020							521,020
Transfers to Other Funds	43,384,496							43,384,496
Debt Service				5,188,366				5,188,366
School Operating Fund					87,364,154			87,364,154
Capital Projects			3,456,775					3,456,775
Utilities						24,000		24,000
Total Expenditures	87,962,571	1,276,129	10,000	3,456,775	5,188,366	87,364,154	24,000	185,281,995
Ending Fund Balance	21,475,211	326,825	127,282	12,518,855	1,014,203	2,373,073	160,399	37,995,848
Total Expenditures Less Interfund Transfers	44,578,075	1,276,129	10,000	3,456,775	5,188,366	87,364,154	24,000	141,897,499

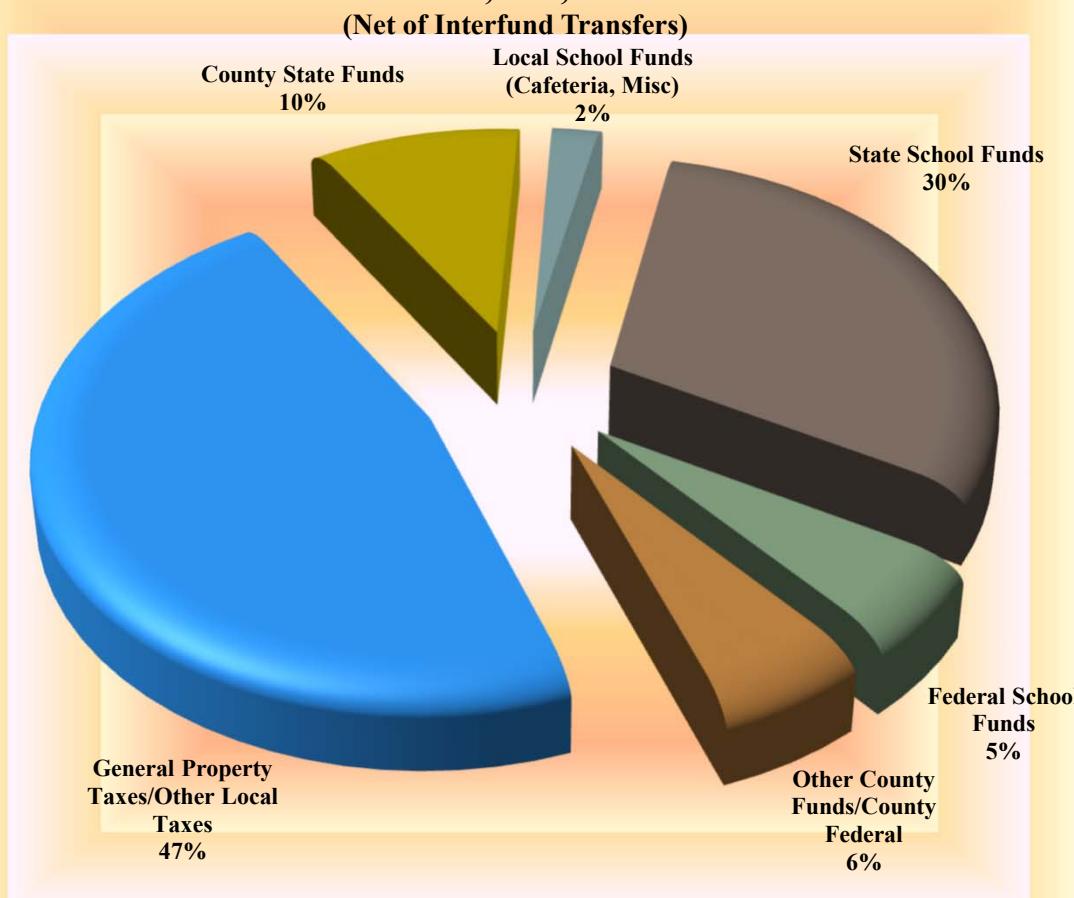
Franklin County, Virginia
Total Revenues - All Funds

Revenues Function/Program	FY16-17 Actual	FY17-18 Budget	FY18-19 Adopted
Revenues From Local Sources:			
General Property Taxes	\$49,405,710	\$49,720,369	\$54,533,807
Other Local Taxes	11,878,186	11,555,217	11,893,638
Permits, Fees and Licenses	399,215	349,928	399,402
Fines and Forfeitures	43,499	41,892	41,892
Revenue From Use of Money & Property	845,057	447,749	506,218
Charges For Services	6,734,083	5,875,220	5,639,318
Miscellaneous Revenues	19,050,893	635,069	723,370
Recovered Costs	702,017	594,311	671,504
Revenues From Commonwealth of Virginia:			
School Funds	40,579,546	42,036,677	42,677,308
Public Assistance Revenue	1,834,510	4,920,616	1,921,806
Comprehensive Services Act	3,400,721	3,362,674	3,643,490
Shared Expenses - Constitutional Officers	4,363,564	4,451,014	4,414,997
Personal Property Tax Relief	2,626,618	2,626,618	2,626,618
Other Grants and State Shared Expenses	703,092	1,155,041	1,125,010
Revenue From Federal Government	10,517,922	8,189,326	11,079,121
From Fund Balance	7,244,595	903,350	
Total Sources of Funding	<u>\$160,329,228</u>	<u>\$136,865,071</u>	<u>\$141,897,499</u>

Total Expenditures - All Funds

Expenditures	FY16-17 Actual	FY17-18 Budget	FY18-19 Adopted
General Fund			
General Government Administration	\$4,175,622	\$4,507,275	\$4,727,839
Judicial Administration	2,849,745	2,803,838	2,955,083
Public Safety	13,565,276	13,451,565	14,181,376
Public Works	3,218,095	3,687,671	3,966,506
Health and Welfare	12,316,036	12,290,872	13,052,150
Parks, Recreation and Cultural	2,093,200	2,099,222	2,234,732
Community Development	3,228,166	2,916,970	2,939,369
Non Departmental	0	530,599	521,020
Debt Service	18,565,404	4,082,917	5,188,366
E911 Fund	937,295	1,013,663	1,276,129
Law Library	5,000	10,000	10,000
Capital Projects	16,780,653	3,035,501	3,456,775
Utilities	246,548	24,000	24,000
School Operating Fund	<u>82,348,188</u>	<u>86,410,978</u>	<u>87,364,154</u>
Total Expenditures	<u>\$160,329,228</u>	<u>\$136,865,071</u>	<u>\$141,897,499</u>

Adopted FY 2018-2019 County Revenues \$141,897,499



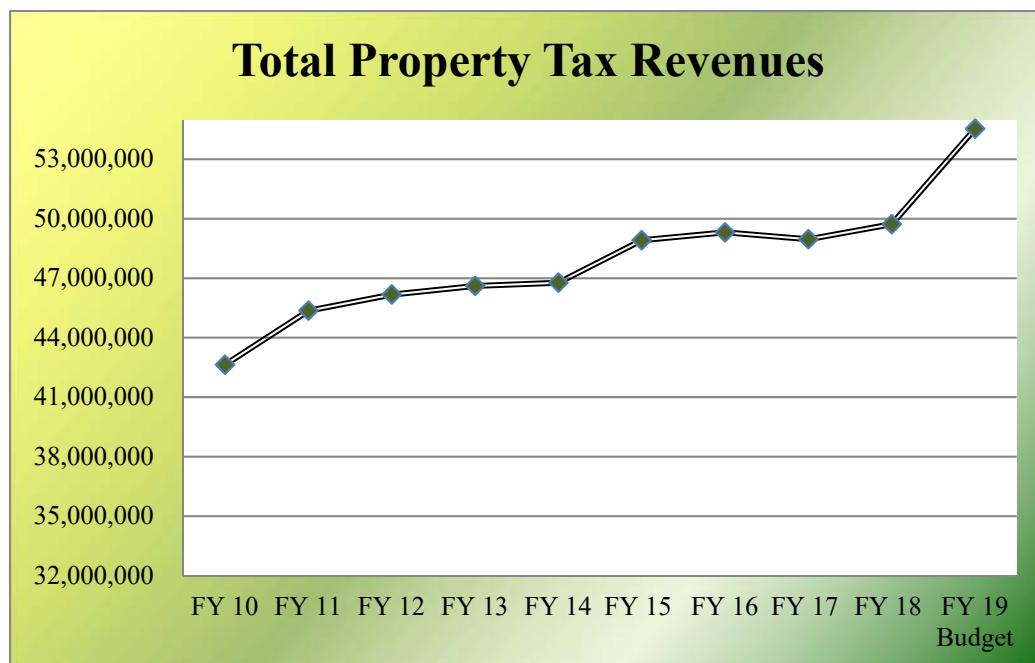
	FY 17-18 <u>Adopted</u>	FY 18-19 <u>Adopted</u>	FY 17-18 / FY 18-19 Difference	Percent of Total
General Property Taxes/Other Local Taxes	61,275,586	66,427,445	5,151,859	46.81%
County State Funds	16,520,963	13,736,921	(2,784,042)	9.68%
Local School Funds (Cafeteria, Misc)	3,295,423	3,190,665	(104,758)	2.25%
State School Funds	42,036,677	42,677,308	640,631	30.08%
Federal School Funds	8,004,604	7,802,917	(201,687)	5.50%
Other County Funds/County Federal	5,731,818	8,062,243	2,330,425	5.68%
Totals	136,865,071	141,897,499	5,032,428	100.00%

REVENUE ANALYSIS

The County utilizes a variety of methods to estimate revenues for the upcoming fiscal year. Average growth percentage is used for property taxes and other local taxes. A majority of the State School revenues are based on the average daily membership of the public schools as of March 31. Categorical aid amounts for the constitutional officers are provided by the Compensation Board - an agency of the Commonwealth of Virginia. Historical trending is also used and is especially helpful in the Charges for Services category. Current economic factors play a role in building permit revenue as well as planning and zoning fees.

General Property Taxes

General Property Taxes consist of real estate, personal property and public service corporation taxes. By State Law, property is assessed at market value and tax rates are applied per \$100 of assessed value. All real and personal property taxes are due December 5.



The FY18-19 adopted budget projects a significant increase in property tax revenues from an increase in the assessment of public service corporations in the County and growth in real estate and personal property taxes due to the adopted tax increases. The real estate tax rate increased by 6-cents to \$0.61 per \$100 of assessed value. The personal property tax rate increased by 10-cents to \$2.46 per \$100 of assessed value. Real property assessments are conducted every four years. Due to a 25% increase in assessed values, the County was actually able to decrease their tax rate from \$0.53 per \$100 of assessed value to \$0.46 per \$100 of assessed value in the 09-10 fiscal year. However, property values decreased in FY 2012-13 as the real estate collapse during the Great Recession was reflected in the assessed values. To compensate for this decrease, the tax rate was raised to \$0.54 per \$100 of assessed value. The tax rate was relatively flat until the tax increases approved for FY 2018-19.

For the Future: General Property Taxes are a major source of revenue for the County and will continue to be in the future. This revenue is projected to increase slightly from new home construction as well as home addition/remodel projects. \$54,533,807 is budgeted for General Property Taxes in the FY 18-19 adopted budget. The every four year reassessment of all real property in the County was completed in 2015 with the new reassessed values being effective January 1, 2016. The 2015 reassessment produced a slight overall decrease (less than 1%) in the valuation of all County real property. The value of Commercial property has been level for the past several years.

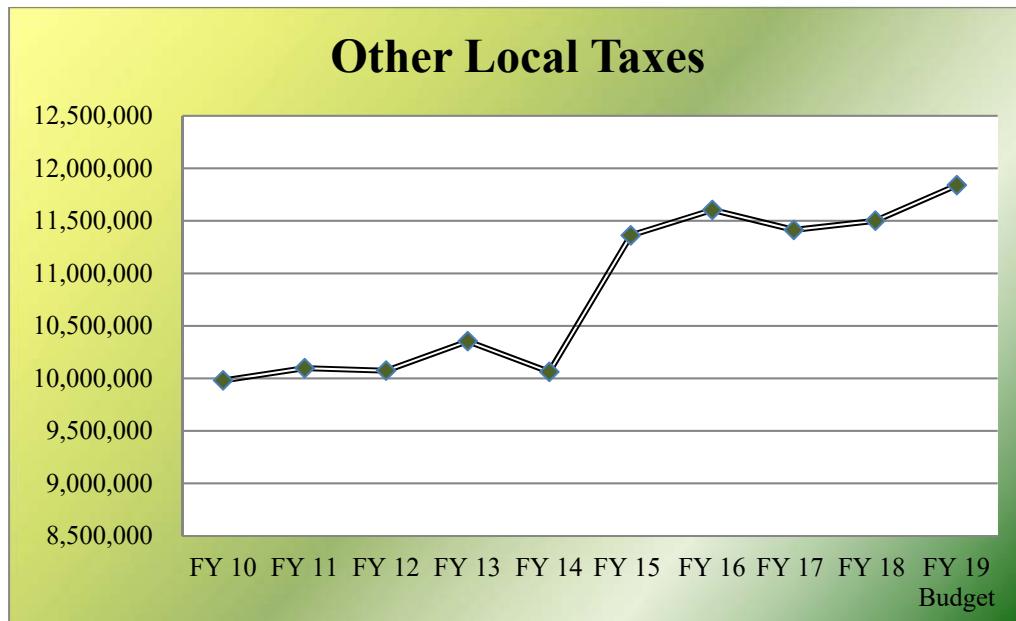
Other Local Taxes

Other local taxes consist of local sales tax, consumer utility taxes, transient occupancy taxes, meals taxes, franchise taxes, local vehicle license fee revenue, recordation taxes and bank stock taxes. Future projections of these revenues indicate some small increases as a result of the improving national, state and local economy. The local sales tax percentage that is remitted to the County from the Commonwealth of Virginia remains at 1%.

As we look to the future of these revenues, moderate increases are expected. However, these taxes are more susceptible to downturns in the economy than property taxes. We do budget these taxes conservatively due to this volatility. Also, the Commonwealth of Virginia has consolidated several taxes including the consumer utility tax on telephones, E911 tax, Cable TV Franchise Tax and Utility License Tax causing these taxes to remain basically level for FY18-19.

A total of \$11,893,638 is budgeted in FY18-19 in this revenue category. Vehicle license fee rates will not change for FY18-19.

For the Future: Other local taxes are projected to remain relatively flat. Population increases and a stable economy will help to maintain these revenues in the future.

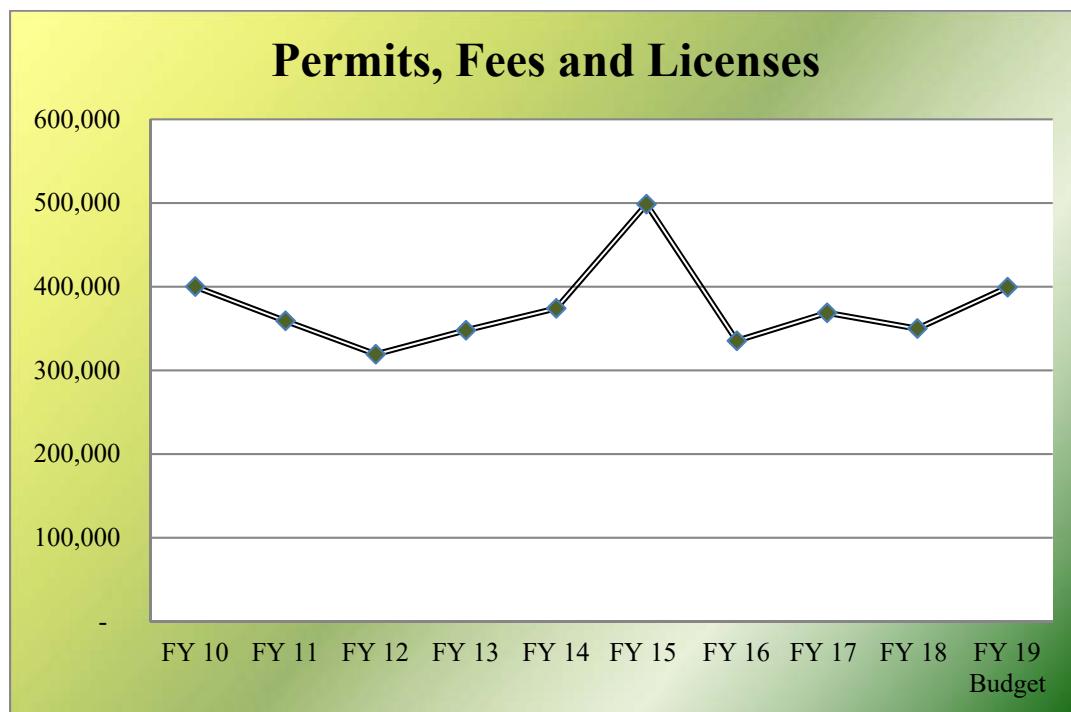


Permits, Fees and Licenses

Revenues in this category include building permit fees and planning and zoning fees. A small increase in planning and zoning fees was implemented in FY06 as a continuing measure to offset the growth of the building inspection and planning and zoning departments. Building permit and planning and zoning fees are projected to stabilize as a result of the housing industry returning to more predictable levels. New housing starts have risen substantially as a sign of a strengthened local economy.

These fees are closely tied to increases or decreases in the new housing market and will be difficult to project in future years.

The total budget for permits, fees and licenses is \$399,402 for FY18-19. This amount has increased from FY17-18 mostly due to a 14% projected increase in building and planning permit fees.

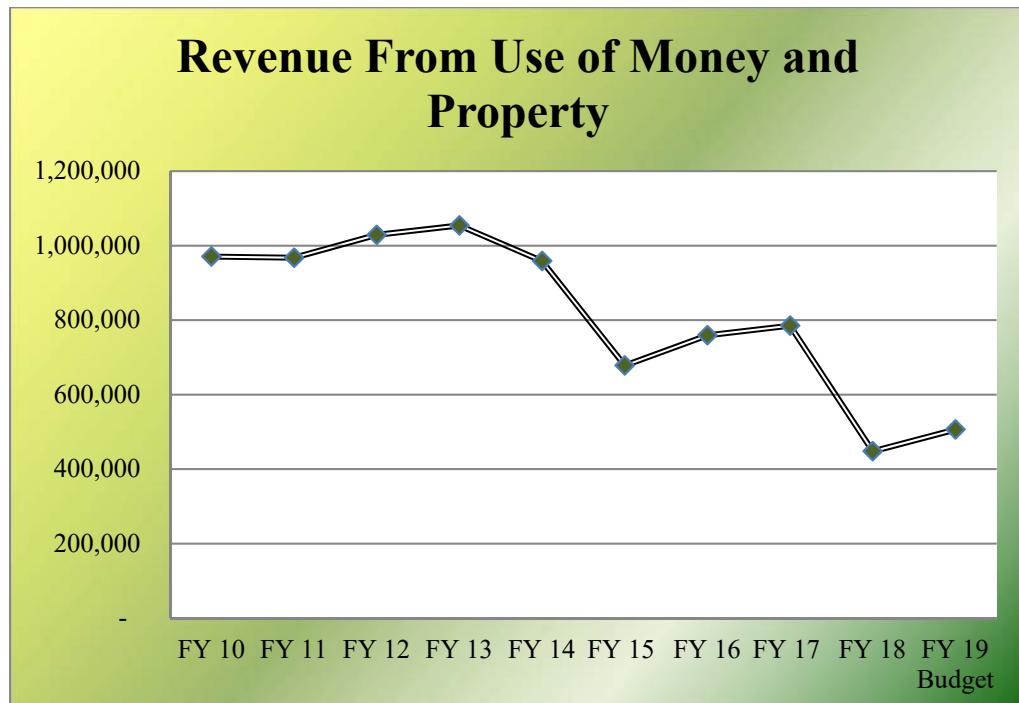


Revenue from the Use of Money and Property

This revenue category is composed of interest the County earns on its bank deposits and investments as well as a small amount of rental income the County receives on property it owns and leases to local businesses.

A total of \$506,218 is budgeted in this category for FY18-19, which is a 13% increase from FY17-18. The increase is the result of better than expected interest earnings on investments.

For the Future: This revenue source is tied to the earnings interest rate the County can obtain on its investments and will be hard to project based on the current economic conditions of our nation.

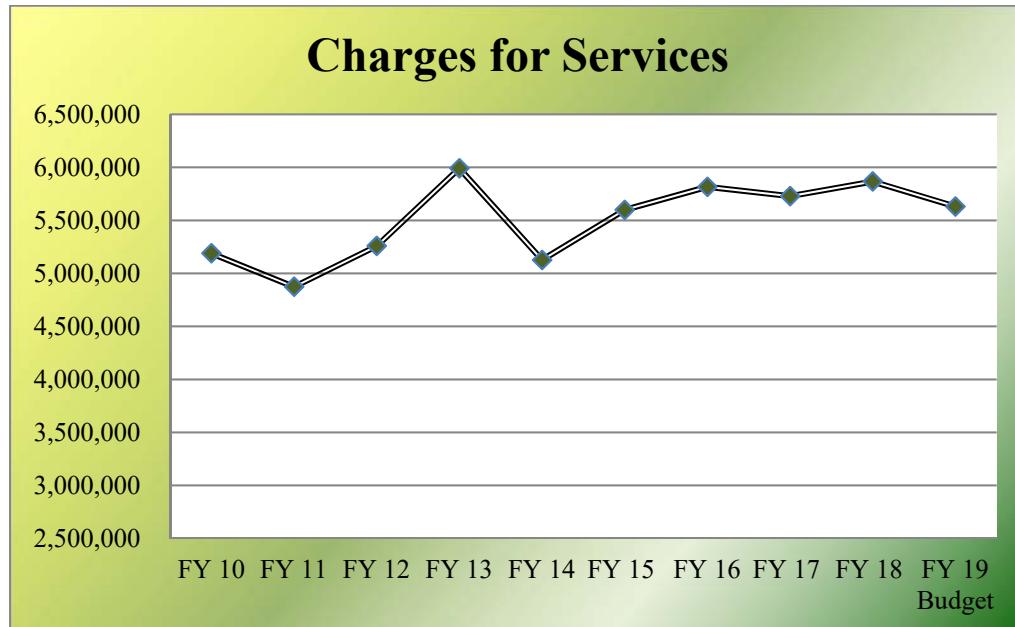


Charges for Services

This category includes such revenues as fees for recreation programs, library fees, school cafeteria receipts, landfill fees (The County only charges a tipping fee on commercial trash and debris) and EMS billing revenues.

For the Future: It is assumed that future revenues in this category will continue to grow at a moderate rate that is proportional to population growth (approximately 1% per year) and school enrollment growth.

A total of \$5,639,318 is budgeted for FY18-19. The decrease from FY 17-18 is the result of a projected reduction in EMS billing revenue and an anticipated reduction in the Federal School funds.

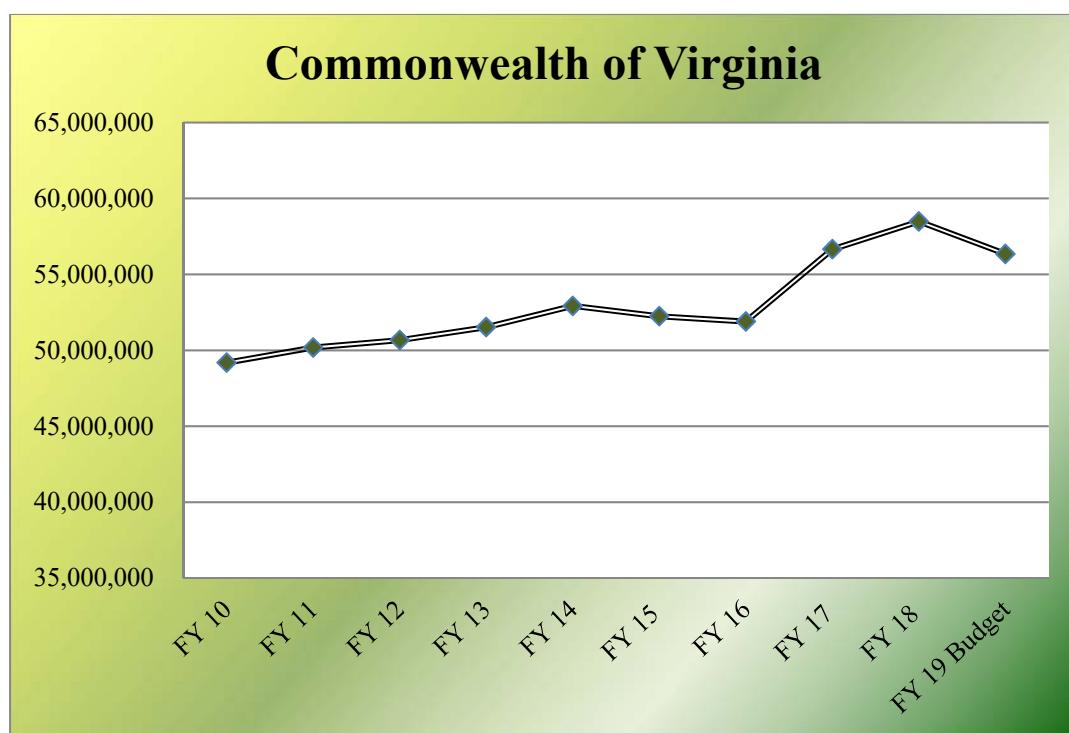


Revenue from the Commonwealth of Virginia

Revenues from the Commonwealth of Virginia are earmarked to support the County's Constitutional Officers (Clerk of Court, Sheriff, Commonwealth Attorney, Commissioner of Revenue, and Treasurer), the County's School System, Social Services programs and Children's Services Act programs for at-risk youth. These revenues have increased in years past as additional state funds have been approved for educational purposes, as cost of living raises have been approved for the Constitutional Officers and as various social services and CSA programs have increased.

This revenue category is showing an overall decrease and a total budget of almost \$56.3 million, mostly due to a change in budget philosophy of Federal social services revenue received from the Commonwealth. These Federal revenues were included in the State revenue budget in prior years. The FY 18-19 budget reduced State revenues and increased Federal revenues to account for the funding source rather than the entity from whom the funding was received. In FY09-10, the recession forced the Commonwealth of Virginia to reduce its' support of the programs and offices mentioned above in the first paragraph. The County does not anticipate any State reductions in FY18-19.

For the Future: Revenues from the Commonwealth of Virginia and the Federal Government together are nearly half of the County's budget. Any large negative fluctuations of these revenues in the future will have a serious impact on the County's ability to offer the services it currently provides.

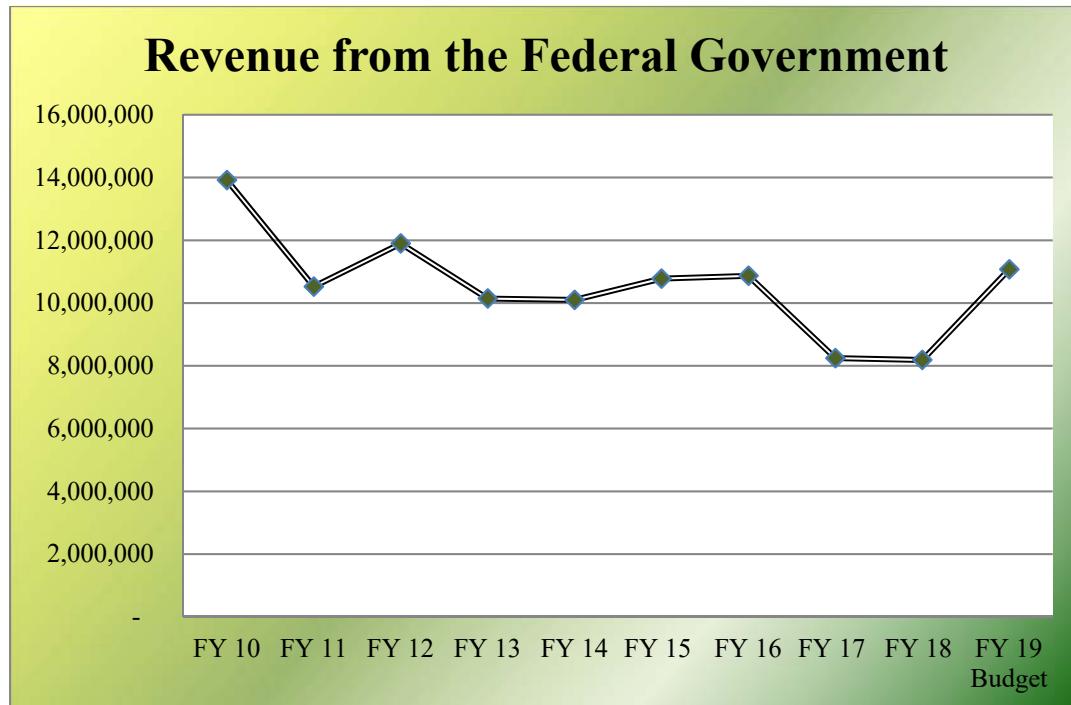


Revenue from the Federal Government

Federal revenue is primarily used to support the County's School System. For FY18-19 these revenues will show a significant increase as Federal revenue for social services programs was budgeted differently as discussed under the Commonwealth of Virginia revenue section.

For the future: Revenues from the Federal Government will vary from year to year as the availability of federal grant funds will depend on federal budget appropriations. The County plans to apply for any future school and construction and development grants that are available.

\$11 million is budgeted for FY18-19. The large spike in FY10 was the result of federal stimulus funds received by the County as well as additional grants for utility projects.

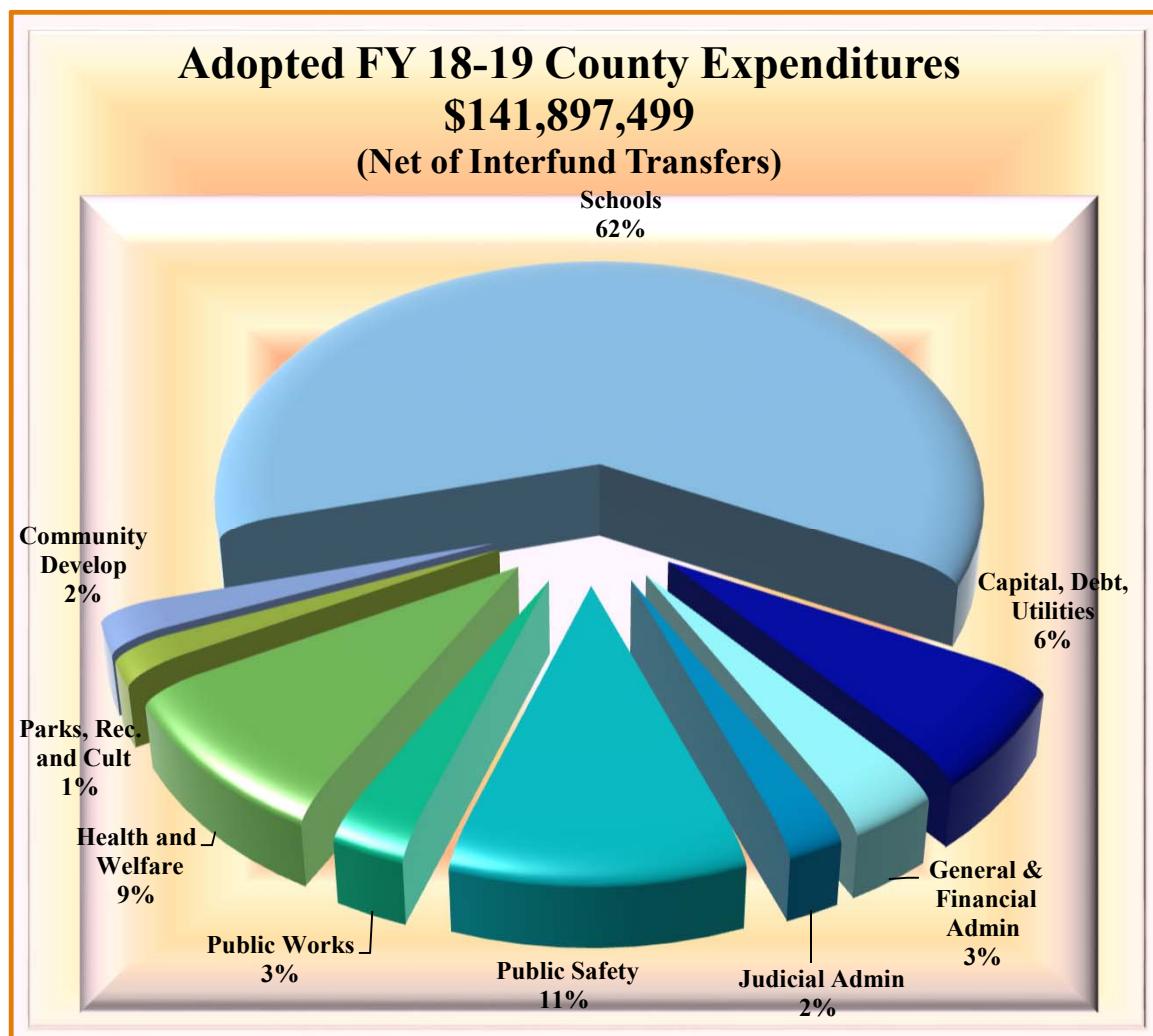


**Franklin County
Revenue Funding Crosswalk by Department**

This crosswalk is intended to show the funding sources for each of the major departments of the County for the adopted 2018-2019 budget.

General Fund Department	Revenues From Local Sources	Funding Source		
		State Revenues	Federal Revenues	Local School Revenues
General Government Administration				
Board of Supervisors	437,860			
County Administrator	430,680			
Commissioner of Revenue	447,849	169,550		
General Reassessment	300,000			
Treasurer	377,339	155,247		
Finance	899,336			
Information Services	1,215,144			
Registrar	248,435	46,399		
Judicial Administration				
Circuit Court	107,156			
General District Court	7,080			
Magistrate	2,000			
Juvenile and Domestic Relations Court	17,750			
Clerk of the Circuit Court	282,435	368,199		
Sheriff - Courts	808,024			
J and D Court Services	466,569	21,332		
Commonwealth's Attorney	251,317	623,221		
Public Safety				
Sheriff	5,557,072	3,122,381		
Building Inspections	485,605			
Animal Control	281,316			
Public Safety	4,700,418		34,584	
Public Works				
Public Works	248,672			
Solid Waste and Recycling	2,342,345	15,032		
General Properties	1,360,457			
Health and Welfare				
Health Department	372,899			
Social Services	1,420,765	1,921,806	3,135,578	
Health and Welfare Continued				
CSA - Youth Services	1,866,353	3,643,490		
Family Resource Center	82,091	270,033		
Contributions to Health and Welfare	114,718			

	<u>Revenues From Local Sources</u>	<u>Funding Source</u>	<u>State Revenues</u>	<u>Federal Revenues</u>	<u>Local School Revenues</u>
General Fund					
Aging Services	123,244		18,688	82,485	
Parks, Recreation and Cultural					
Parks and Recreation	1,250,155				
Library Administration	831,128		153,449		
Community Development					
Planning Agencies	520,331				
Planning and Community Development	556,777				
Economic Development	1,004,057				
Work Force Development Consortium	158,911		50,190		
Tourism Development	370,358				
GIS and Mapping	160,006				
Virginia Cooperative Extension	118,739				
Nondepartmental					
Nondepartmental	521,020				
Not Allocated to Specific Departments	(3,106,461)		3,087,904	18,557	
Total General Fund	<u>27,639,950</u>	<u>13,666,921</u>	<u>3,271,204</u>		<u>0</u>
Special Revenue Fund - E911	1,216,129		60,000		
Special Revenue Fund - Law Library	10,000				
Capital Projects	3,456,775				
Debt Service	5,188,366				
Utilities	24,000				
School Operating Fund	<u>33,693,264</u>	<u>42,677,308</u>	<u>7,802,917</u>	<u>3,190,665</u>	
Total County	<u>71,228,484</u>	<u>56,404,229</u>	<u>11,074,121</u>	<u>3,190,665</u>	



	FY 17-18 Adopted	FY 18-19 Adopted	FY 17-18 / FY 18-19 Difference	Percent of Total
General and Financial Admin	4,507,275	4,727,839	220,564	3.33%
Judicial Admin	2,813,838	2,965,083	151,245	2.09%
Public Safety	14,465,228	15,457,505	992,277	10.89%
Public Works	3,687,671	3,966,506	278,835	2.80%
Health and Welfare	12,290,872	13,052,150	761,278	9.20%
Parks, Recreation and Cult	2,099,222	2,234,732	135,510	1.57%
Community Develop	2,916,970	2,939,369	22,399	2.07%
Schools	86,410,978	87,364,154	953,176	61.57%
Capital, Debt, Utilities	7,673,017	9,190,161	1,517,144	6.48%
Totals	136,865,071	141,897,499	5,032,428	100.00%

Franklin County Expenditure Highlights Adopted FY 18-19 Budget

The adopted FY18-19 budget for Franklin County can best be described as a maintenance and needs based budget. The overall budget has increased 3.68% from the prior fiscal year. There are 16 new positions, primarily in Public Safety. Expenditures by department or major functional area are highlighted below:

General Government Administration:

- **Reassessment:** Increased \$150,000 for purchasing ne reassessment software.
- **Finance:** A full time position was transferred from County Administration resulting in an increase of \$67,559.

Judicial Administration:

- **Juvenile Court Services:** An increase of \$57,000 is budgeted for this area due to a higher demand in regular detention.
- **Commonwealth Attorney:** A new Attorney I position was added resulting in an increase of \$44,337.

Public Safety:

- **Sheriff - Law Enforcement:** Four new Deputy Sheriff Positions were added increasing the budget by \$461,776.
- **E-911:** Four new Dispatchers were added increasing the budget by \$175,220.
- **Public Safety Division:** An increase of \$462,997 is largely due to adding six Paramedic/Fire Fighter for 24-hour coverage for two station.

Public Works:

- **Solid Waste and Recycling:** Adding part-time coverage for new collection sited and increased contracted services for the landfill shop resulting in an increase of \$270,033.
- **General Properties:** An increase of \$41,657 reflects an additional full time Maintenance position starting in January 2018 to assist in the maintenance of additional properties acquired in FY16-17.

Health and Welfare:

- **Social Services:** An increase of \$262,223 is budget for market adjustment increases and a small increase in professional services.
- **Comprehensive Services (CSA):** Showing a slight increase of \$484,482 for the next fiscal year in mandated expenditures.

Parks, Recreation and Cultural

- **Parks and Recreation:** An increase of \$119,580 is mostly for a new maintenance position to assist with a new business park and upkeep of existing parks.

Community Development:

- **Tourism:** An increase of \$94,337 is for budgeting the full salary of a position approved in FY 17-18.

Nondepartmental:

- **Transfers to Other Funds:** Increase of \$3,316,066. This section of the budget is used to record funds that have been requested for the local portion of the School Operating budget, the County Capital budget, the E911 budget, the Debt Service Fund and the Utility Fund. The change in FY18-19 is primarily in the County's support of the School System (increase of \$618,990) and Debit Service (increase of \$2,013,336).

Capital Projects:

- Continues funding for disaster recovery protection of mission critical information as well as other technology infrastructure improvements including licensing and equipment replacement.
- Continues Significant Landfill Monitoring and Groundwater Corrective Action Expenditures.

Schools:

- The Adopted FY 18-19 budget provides total School local operational support of \$33.6 million.



Franklin County Table of Departments and Funds

Department	Fund					
	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Utility Fund	
Board of Supervisors	437,860					
County Administrator	430,680					
Commissioner of Revenue	917,399					
Treasurer	532,586					
Finance	899,336					
Information Technology	1,215,144					
Registrar	294,834					
Courts	1,429,911					
Clerk of Court	650,634					
Commonwealth's Attorney	874,538					
Sheriff	8,679,453					
Building Inspections	485,605					
Public Safety	5,016,318					
Public Works	248,672					
Solid Waste and Recycling	2,357,377					
General Properties	1,360,457					
Social Services	6,965,766					
CSA - Youth Services	5,509,843					
Family Resource Center	352,124					
Aging Services	224,417					
Parks and Recreation	1,250,155					
Library Administration	984,577					
Planning and Community Development	1,355,853					
Economic Development	1,374,415					
Work Force Development Consortium	209,101					
Non Departmental	43,905,516					
Debt Service				5,188,366		
E911		1,276,129				
Law Library		10,000				
Capital Projects			3,456,775			
Utilities					24,000	
School Operating Fund					87,364,154	
Total	87,962,571	1,286,129	3,456,775	5,188,366	24,000	87,364,154

Adopted Budget Total \$ 185,281,995
 Less Interfund Transfers \$ (43,384,496)

Net County Budget \$ 141,897,499



Ten Year Forecast

The chart on the next pages outlines the County's Ten Year Forecast of General Fund revenues and expenditures beginning FY18-19 and then projections through FY 27-28. The forecast shows the potential for challenging future budget preparation, as growth in expenditures is projected to continue to outpace growth in revenues. These projections are based upon a series of conservative assumptions and do not reflect actions the County will take during this period to close the projected gaps.

There are two valuable conclusions that can be drawn from the Ten Year Forecast. The first is that the County is dealing with a structural issue arising from the growth in expenditures annually outpacing the growth in revenues. This continued imbalance represents a major issue for the County and challenges it to take additional steps to address this growing issue in the future. Additional steps that could be taken to address future budgetary shortfalls include:

- Raising the Real Estate tax rate. A one cent increase in the real estate tax rate generates \$640,000 in new revenue using the current year assessed value of all Franklin County property.
- Raising the Personal Property tax rate. A one cent increase generates approximately \$50,000 in new revenue.

The second conclusion is that the Board of Supervisors and the Finance Department, as well as all the County departments and offices, have an opportunity to begin identifying and evaluating strategies for improving the financial outlook of the County. Demonstrating the structural imbalance between expenditure and revenue growth indicates that the County must research and implement sustainable alternative methods and approaches to address future budget preparation.

In summary, this forecast includes growth rate assumptions for revenues and expenditures that are based on the Consumer Price Index (CPI) and other trending assumptions.

Franklin County
Ten Year Forecast - General Fund Only

	18-19 Adopted Budget	19-20 Proposed Budget	20-21 Proposed Budget	21-22 Proposed Budget	22-23 Proposed Budget
General Property Taxes	54,533,807	54,670,142	54,806,817	54,943,834	55,081,193
Other Local Taxes	11,839,638	11,874,677	11,903,650	11,932,767	11,962,029
Permits, Licenses, Fees	399,402	399,402	399,402	399,402	399,402
Court Fines/Costs	41,892	41,892	41,892	41,892	41,892
Revenue from Money & Property	506,218	501,760	501,760	501,760	501,760
Charges for Services	2,439,653	2,517,604	2,517,604	2,517,604	2,517,604
Miscellaneous	538,332	538,332	538,332	538,332	538,332
Recovered Costs	671,504	671,504	671,504	671,504	671,504
Commonwealth of Virginia	16,802,499	16,806,333	16,806,333	16,806,333	16,806,333
Federal Revenues	135,626	96,562	96,562	96,562	96,562
Fund Balance	-	0	0	0	0
Total General Fund Revenues	87,908,571	88,118,207	88,283,856	88,449,990	88,616,612
General and Financial Administration	4,727,839	4,739,659	4,751,508	4,763,387	4,775,295
Judicial Administration	2,955,083	2,962,471	2,969,877	2,977,302	2,984,745
Public Safety	14,171,376	14,361,072	14,553,386	14,771,686	14,969,578
Public Works	3,922,506	3,932,312	3,942,143	3,951,998	3,961,878
Health and Welfare	13,052,150	13,246,068	13,442,876	13,644,519	13,847,256
Parks, Recreation and Cultural	2,234,732	2,240,319	2,245,920	2,251,534	2,257,163
Community Development	2,939,369	2,946,717	2,954,084	2,961,469	2,968,873
Nondepartmental	521,020	522,323	523,628	524,937	526,250
Transfers to Other Funds:	43,384,496	43,492,957	43,601,690	43,710,694	43,819,971
Schools	33,693,264	33,777,497	33,861,941	33,946,596	34,031,462
Capital Projects	3,456,775	3,465,417	3,474,080	3,482,766	3,491,473
Debt Service	5,003,328	5,015,836	5,028,376	5,040,947	5,053,549
E911	1,216,129	1,219,169	1,222,217	1,225,273	1,228,336
Utilities	15,000	15,038	15,075	15,113	15,151
Total General Fund Expenditures	87,908,571	88,443,898	88,985,111	89,557,527	90,111,009
General Fund Surplus/(Deficit)	-	(325,690)	(701,255)	(1,107,536)	(1,494,397)
Surplus/(Deficit) as a Percentage of Operating Revenues		-0.37%	-0.79%	-1.25%	-1.69%

Franklin County
Ten Year Forecast - General Fund Only

	23-24 Proposed Budget	24-25 Proposed Budget	25-26 Proposed Budget	26-27 Proposed Budget	27-28 Proposed Budget
General Property Taxes	55,218,896	55,356,944	55,495,336	55,634,074	55,773,160
Other Local Taxes	11,991,437	12,020,991	12,050,692	12,080,540	12,110,537
Permits, Licenses, Fees	399,402	399,402	399,402	399,402	399,402
Court Fines/Costs	41,892	41,892	41,892	41,892	41,892
Revenue from Money & Property	501,760	501,760	501,760	501,760	501,760
Charges for Services	2,517,604	2,517,604	2,517,604	2,517,604	2,517,604
Miscellaneous	538,332	538,332	538,332	538,332	538,332
Recovered Costs	671,504	671,504	671,504	671,504	671,504
Commonwealth of Virginia	16,806,333	16,806,333	16,806,333	16,806,333	16,806,333
Federal Revenues	96,562	96,562	96,562	96,562	96,562
Fund Balance	0	0	0	0	0
Total General Fund Revenues	88,783,723	88,951,324	89,119,417	89,288,004	89,457,086
General and Financial Administration	4,787,233	4,799,201	4,811,199	4,823,227	4,835,285
Judicial Administration	2,992,207	2,999,687	3,007,186	3,014,704	3,022,241
Public Safety	15,194,121	15,397,753	15,628,720	15,838,260	16,050,695
Public Works	3,971,783	3,981,713	3,991,667	4,001,646	4,011,650
Health and Welfare	14,054,965	14,263,810	14,477,767	14,692,905	14,911,250
Parks, Recreation and Cultural	2,262,806	2,268,463	2,274,134	2,279,820	2,285,519
Community Development	2,976,295	2,983,736	2,991,195	2,998,673	3,006,170
Nondepartmental	527,565	528,884	530,207	531,532	532,861
Transfers to Other Funds:	43,929,521	44,039,344	44,149,443	44,259,816	44,370,466
Schools	34,116,541	34,201,832	34,287,337	34,373,055	34,458,988
Capital Projects	3,500,201	3,508,952	3,517,724	3,526,518	3,535,335
Debt Service	5,066,183	5,078,849	5,091,546	5,104,275	5,117,035
E911	1,231,407	1,234,485	1,237,572	1,240,665	1,243,767
Utilities	15,188	15,226	15,264	15,303	15,341
Total General Fund Expenditures	90,696,497	91,262,593	91,861,519	92,440,584	93,026,137
General Fund Surplus/(Deficit)	(1,912,774)	(2,311,269)	(2,742,102)	(3,152,581)	(3,569,051)

Surplus/(Deficit) as a Percentage of
Operating Revenues

-2.15% -2.60% -3.08% -3.53% -3.99%

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General Fund



General Fund Revenues	81	Public Works	137
General Fund Expenditures	85	Public Works	138
General Government Administration	88	Solid Waste and Recycling	141
Board of Supervisors	89	General Properties	145
County Administrator	93	Health and Welfare	148
Commissioner of the Revenue	96	Social Services	149
Treasurer	101	C.S.A. Office	153
Finance	104	Family Resource Center	156
Information Technology	111	Aging Services	159
Registrar	114	Parks, Recreation and Cultural	162
Judicial Administration	117	Parks and Recreation	163
Clerk of the Circuit Court	118	Library	168
Commonwealth's Attorney	121	Community Development	173
Public Safety	124	Planning & Cmty Development	174
Sheriff	125	Economic Development	177
Building Inspections	130	GIS	181
Public Safety	133	The Franklin Center	184
		Transfers to Other Funds	188



Franklin County
General Fund Revenue Summary

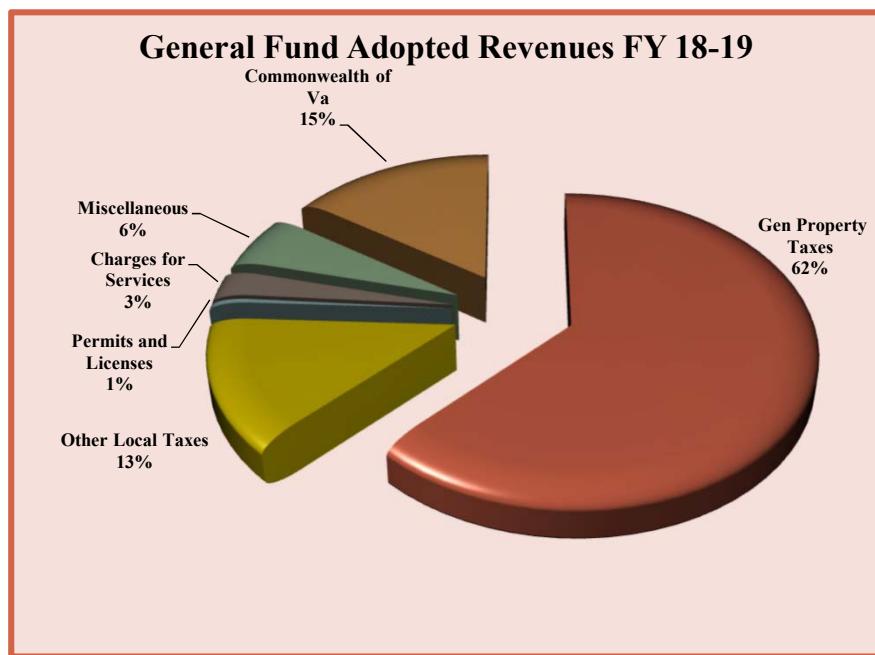
	Actual 16-17	Adopted Budget 17-18	Adopted Budget 18-19	17-18 Adopted to 18-19 Adopted Increase (Decrease)	Adopted to Adopted to Percent Incr/Decr
General Property Taxes					
Real Estate Taxes (Current)	35,283,247	35,364,755	39,470,372	4,105,617	11.61%
Real Estate Taxes (Delinquent)	530,322	711,036	495,564	(215,472)	-30.30%
Roll Back Taxes (All)	60,541	30,000	30,000	-	-
Real Estate Pre-Paid Taxes	(460)			-	-
Public Service Corp. (Current)	1,010,171	1,008,877	1,034,247	25,370	2.51%
Public Service Corp (Del)	-			-	-
Personal Property Taxes (Cur)	9,669,392	9,831,448	10,643,547	812,099	8.26%
Personal Property Taxes (Del)	392,062	300,000	375,000	75,000	25.00%
Mobile Home Taxes (Current)	199,980	200,000	200,000	-	-
P P Pre-Paid Taxes	-			-	-
PP Del Prior Years	-			-	-
Mobile Home Taxes (Delinquent)	18,939	20,000	20,000	-	-
Pp - Late Filing Penalty	-			-	-
Machinery & Tools Taxes Cur	836,741	853,988	878,376	24,388	2.86%
Machinery & Tools Taxes Del	6,876		3,016	3,016	-
Merchants Capital Taxes Cur	728,792	737,369	729,903	(7,466)	-1.01%
Merchants Capital (Delinquent)	2,502			-	-
Penalties (All Taxes)	471,148	475,192	470,291	(4,901)	-1.03%
Interest (All Taxes)	191,710	184,213	180,000	(4,213)	-2.29%
Interest - Clerk Of Court	3,747	3,491	3,491	-	-
Total Gen Property Taxes	49,405,710	49,720,369	54,533,807	4,813,438	9.68%
Other Local Taxes					
Local Sales Tax	4,550,334	4,420,737	4,619,086	198,349	4.49%
Consumers Utility Taxes	987,461	904,937	998,454	93,517	10.33%
County Business Licenses	3,986	3,114	3,990	876	28.13%
Utility License Tax	235,453	219,264	232,204	12,940	5.90%
Communications Tax	2,095,285	2,122,040	2,053,379	(68,661)	-3.24%
Motor Vehicle License Fees	2,024,297	2,051,260	2,029,011	(22,249)	-1.08%
Bank Stock Taxes (Franchise)	175,334	150,778	162,667	11,889	7.89%
Grantee Tax On Deeds (Clerk)	531,590	455,147	531,112	75,965	16.69%
Transient Occupancy Tax 2%	46,835	44,296	50,090	5,794	13.08%
Transient Occupancy Tax 3%	70,276	66,445	75,614	9,169	13.80%
Food & Beverage (Meals Tax)	1,059,248	1,063,199	1,084,031	20,832	1.96%
Total Other Local Taxes	11,780,099	11,501,217	11,839,638	338,421	2.94%
Permits and Licenses/Fees					
Land Use Application Fees	17,370	16,875	17,707	832	4.93%
Planning & Zoning Fees	47,087	39,021	45,746	6,725	17.23%
Erosion Control Permits	13,498	11,566	10,340	(1,226)	-10.60%
Septic Tank Pump Out Reg Fees	735			-	-
Stormwater Mgmt Fees	26,441	15,171	25,755	10,584	69.76%
DEQ Stormwater Mgmt Fees	4,922			-	-
Solicitor Permits	-			-	-
Transfer Fees	2,135	2,138	1,883	(255)	-11.93%
Precious Metals & Gems Permits	-			-	-
Scrap Metal Permits	50			-	-
Building Permit Fees	255,126	233,000	266,442	33,442	14.35%
Code Academy Fee Levy	5,547	4,802	5,510	708	14.74%
Dog Licenses	26,218	27,355	26,019	(1,336)	-4.88%
Dangerous Dog License Fees	85			-	-
Total Permits and Licenses	399,214	349,928	399,402	49,474	14.14%
Court Fines And Costs	43,499	41,892	41,892	-	-

Revenue From Money & Property

	Actual 16-17	Adopted Budget 17-18	Adopted Budget 18-19	17-18 Adopted to 18-19 Adopted Increase (Decrease)	Adopted to Adopted to Percent Incr/Decr
Interest On Bank Deposits	723,421	310,000	375,045	65,045	20.98%
Rent On County Property	115,736	107,749	116,773	9,024	8.38%
Armory Rent	-			-	
Tower Sites Lease Revenue	-	30,000	14,400	(15,600)	-52.00%
Rent - Hunt	4,200			-	
Rent - Daily Grind	1,700			-	
Rent - Step	-			-	
Total Rev Money & Property	845,057	447,749	506,218	58,469	13.06%
Charges for Services					
Sale Of Maps And Code	257	138	138	-	
Excess Fees Clerk Of Court	5,360	8,777	5,497	(3,280)	-37.37%
Concealed Weapon Charge	35,644	42,928	33,017	(9,911)	-23.09%
Dna Sample Of Felons	956			-	
Clerk - Sale Of Copies	19,233	5,678	15,619	9,941	175.08%
Local Probate Tax	15,859	12,350	15,448	3,098	25.09%
Commonwealth Attorney Fees	5,862	6,637	5,097	(1,540)	-23.20%
Local DUI Charges	-			-	
Court Costs-Sheriffs Fees	3,444			-	
Local Booking Fee	6,592	5,444	5,262	(182)	-3.34%
Courthouse Security Fee	56,702	58,047	60,158	2,111	3.64%
Non Consecutive Jail Days	-			-	
Care Of Prisoners	-			-	
Animal Adoption Fees	2,315	1,755	1,979	224	12.76%
Animal Boarding Fees	1,135	1,534	1,135	(399)	-26.01%
Rabies Clinic Fees	-			-	
Ems Billing Revenue	1,290,227	1,350,000	1,163,727	(186,273)	-13.80%
Radio System Access Fees				-	
Private Landfills	92,583	90,000	90,000	-	
Waste Disposal Charges	807,316	800,000	800,000	-	
Recreation Fees	162,293	140,633	180,362	39,729	28.25%
Library Fees Fines Charges	41,255	35,000	51,697	16,697	47.71%
Franklin Ctr Comm/Building Use	10,663	11,876	10,517	(1,359)	-11.44%
Bulk Water Sales	-			-	
Total Charges for Services	2,557,696	2,570,797	2,439,653	(131,144)	-5.10%
Miscellaneous					
Concession Sales--Courthouse	-				
Sale Of Materials And Supplies	-			-	
Sale Of Salvage And Surplus	-			-	
Sale Of Property	-			-	
Expenditure Refunds	406,687	244,735	244,735	-	
Gifts & Donat - Priv Source	4,095			-	
Service Charges - Rtnd Checks	140			-	
Svc Chgs: Tax Liens, Judgments	26,623		25,228	25,228	
Dmv Stop Fees	44,712	43,846	47,757	3,911	8.92%
Miscellaneous	2,895			-	
Credit Card Fees	12,570	6,849	10,410	3,561	51.99%
Sale Of Bicentennial Books	157			-	
Tax Sales Unclaimed Funds	16,793		10,734	10,734	
School Donations	-			-	
Filing Fees	353			-	
PEG Funds (Shentel)	15,976		15,782	15,782	
Insurance Proceeds	-			-	
Jail Pay Phone Commission	14,383	13,566	20,111	6,545	48.25%
Off Duty Pay Sheriff Deputies	100,051	91,579	97,965	6,386	6.97%
Animal Shelter Donations	13,577			-	
Sale Of Recycled Goods	23,212	12,998	35,422	22,424	172.52%
United Fund - Fam Resource Ctr	-			-	
Other Community FRC Donations	11,754	10,500	11,680	1,180	11.24%

	Actual 16-17	Adopted Budget 17-18	Adopted Budget 18-19	17-18 Adopted to 18-19 Adopted Increase (Decrease)	Adopted to Adopted to Percent Incr/Decr
Agng Cash Proj Income-Donation	3,533	3,563	3,393	(170)	-4.77%
Aging Svcs Local Billing	5,820	4,812	7,582	2,770	57.56%
Aging-Long-Term Care Fds/PP	11,644	13,046	7,533	(5,513)	-42.26%
Total Miscellaneous	714,975	445,494	538,332	92,838	20.84%
Recovered Costs					
Recovered Cost Adv Fee	-				
Rec Cost-Blue Ridge Soil Water	220,241	228,763	208,376	(20,387)	-8.91%
Refund - Health Department	15,278	16,000	16,413	413	2.58%
Recov Costs School Res Ofcrs	86,658	86,658	86,658	-	-
Armory Reimb 25%	-				
Housing Rehab Owners Contrib	743				
Court Reporting Fees	77,110	48,870	56,600	7,730	15.82%
Shared Expenses - Jail Costs	146,692	138,308	145,514	7,206	5.21%
Radio System from Town,Ferrum College	13,522	40,712	25,888	(14,824)	-36.41%
Vpa Refunds	31,998	35,000	23,973	(11,027)	-31.51%
Csa - 3Rd Party Reimbursements	109,777		108,082	108,082	
Total Recovered Costs	702,019	594,311	671,504	77,193	12.99%
Commonwealth of Virginia					
Motor Vehicle Carrier Tax	40,796	34,890	40,314	5,424	15.55%
Mobile Home Titling Tax	79,917	77,032	78,652	1,620	2.10%
Motor Vehicle Rental Tax	46,607	37,622	36,052	(1,570)	-4.17%
Rescue Squad Assistance Fund	-			-	
Grantor Tax On Deeds (Clerk)	152,352	138,072	142,089	4,017	2.91%
Personal Property Tax Relief	2,626,618	2,626,618	2,626,618	-	0.00%
Recordation Taxes - State	171,927	158,677	164,179	5,502	3.47%
Tobacco Commission Funds	-			-	
Governors Opportunity Fund	-			-	
State Dhcd	-			-	
Shared Expenses - COR	164,610	169,211	169,550	339	0.20%
Shared Expenses - Treasurer	152,706	155,509	155,247	(262)	-0.17%
Shared Expenses - Registrar	46,977	46,399	46,399	-	-
Va Juv Cmtty Crime Control Act	21,332	21,332	21,332	-	-
Commonwealth Debit Account	-			-	
Shared Expenses - Clerk Of Cou	397,696	375,563	368,199	(7,364)	-1.96%
Shared Expenses - Comm Atty	588,113	597,015	553,221	(43,794)	-7.34%
Shared Expenses - Sheriff	3,013,461	3,107,317	3,122,381	15,064	0.48%
Shared Expenses - Med Examiner	-			-	
Selective Enforcement Grant	-			-	
Dejs Grants	36,890			-	
Dmv Highway Safety Grants	26,448			-	
State Dhcd	-			-	
Four For Life Grant	53,829			-	
Vfirs Grant (Fire Programs)	-			-	
Public Safety Grants	46,435			-	
Animial Friendly License Plate	1,131			-	
State Social Services	1,834,510	4,920,616	1,921,806	(2,998,810)	-60.94%
Comprehensive Services Act	3,400,721	3,362,674	3,643,490	280,816	8.35%
Frc-Fam Violence Prev Svcs Act	143,802	150,000	143,957	(6,043)	-4.03%
FRC-DCJS Sexual Assalt Dom Vio	126,076	136,890	126,076	(10,814)	-7.90%
Victim Witness Grant	31,919	70,000	70,000	-	-
Aging Va GA Trans Fds/Match	36,645	31,077	18,688	(12,389)	-39.87%
Parks/Rec/Tourism Grants	17,500			-	
Library Grants	156,475	153,449	153,449	-	-
Work Force Development Grants	123,810	81,000	50,190	(30,810)	-38.04%
Deq Litter Control Grant	15,398		15,032	15,032	
Total Commonwealth of Va	13,554,701	16,450,963	13,666,921	(2,784,042)	-16.92%

	Actual 16-17	Adopted Budget 17-18	Adopted Budget 18-19	17-18 Adopted to 18-19 Adopted Increase (Decrease)	Adopted to Adopted to Percent Incr/Decr
Federal Government					
Park Land - Payment In Lieu Of	18,744	18,336	18,557	221	1.21%
Title III Older Americans Act				-	
Trans Fee for Services				-	
CDBG Grant	-			-	
Ferrum Housing Rehab Project	-			-	
Drug Enhancement Grant	4,311	30,557		(30,557)	-100.00%
Selective Enforcement	-			-	
Ssa Jail Payments	-			-	
Sheriff Grant-Occupant Protect	-			-	
Sheriff Grant-Click It Or Tick	-			-	
Emergency Grants (Fema)	72,996	34,584	34,584	-	
Federal Social Services	3,004,834		3,135,578	3,135,578	
Frc-Federal Shelter Support Gr	-			-	
Title III	35,759	41,959	41,959	-	
Medicaid	30,536	36,346	25,481	(10,865)	-29.89%
Senior Transportation Grant	9,728	7,940	7,309	(631)	-7.95%
Trans SAAA FFS Rev	8,463	10,000	7,736	(2,264)	-22.64%
VDA Grant	-			-	
Total Federal Govt	3,185,371	179,722	3,271,204	3,091,482	1720.15%
Transfers/Beginning Balance					
Lease Purchase Proceeds	-			-	
Proceeds From Borrowing				-	
Overpays				-	
Beginning Balance				-	
Total Transfers, Beg Bal	0	0		-	
Total General Fund	83,188,340	82,302,442	87,908,571	5,606,129	6.81%



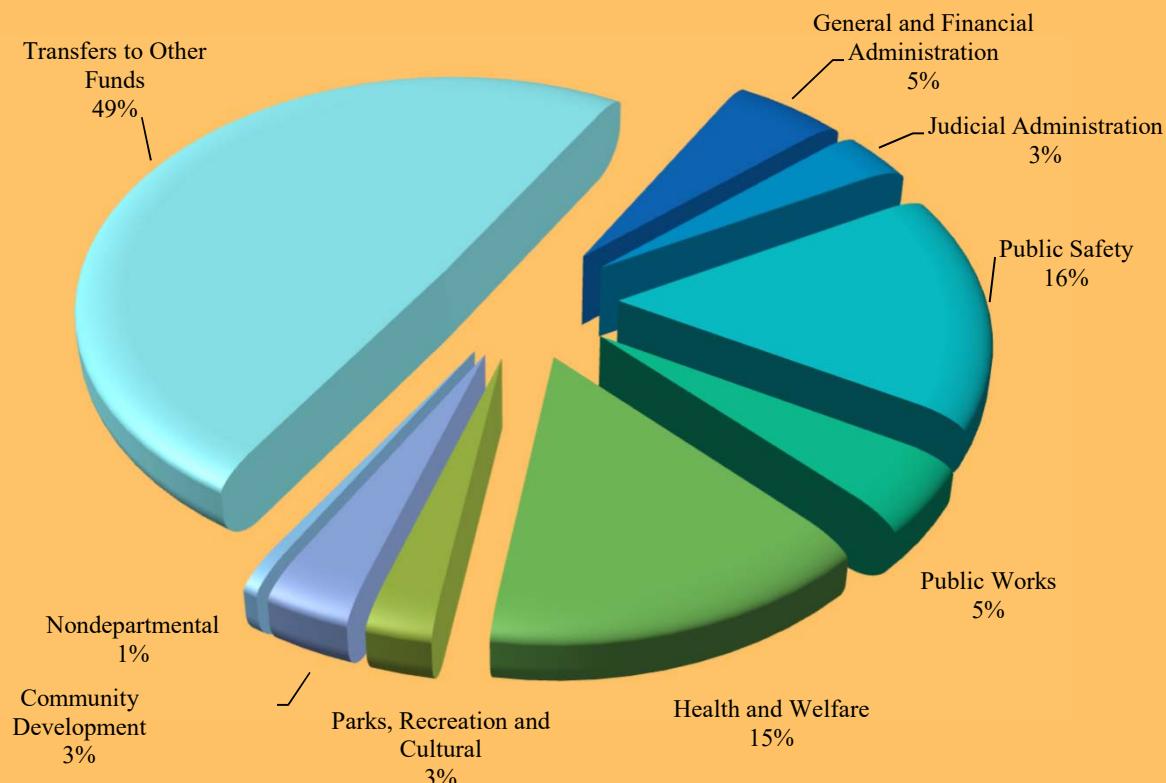
Franklin County
Summary of General Fund Expenditures by Department

	<u>16-17 Actual</u>	<u>17-18 Budget</u>	<u>18-19 Adopted</u>	<u>Increase (Decrease)</u>	<u>Percent Incr/Decr</u>
General Government Administration					
Board of Supervisors	393,307	430,037	437,860	7,823	1.82%
General and Financial Administration					
County Administrator	442,469	446,197	430,680	(15,517)	-3.48%
Commissioner of Revenue	594,814	631,118	617,399	(13,719)	-2.17%
Reassessment	6,215	150,000	300,000	150,000	100.00%
Treasurer	509,362	517,225	532,586	15,361	2.97%
Finance	266,610	270,178	337,737	67,559	25.01%
Risk Management	365,429	420,727	425,727	5,000	1.19%
Human Resources	157,524	134,574	135,872	1,298	0.96%
Information Technology	1,179,933	1,214,408	1,215,144	736	0.06%
Registrar	259,959	292,811	294,834	2,023	0.69%
	4,175,622	4,507,275	4,727,839	220,564	4.89%
Judicial Administration					
Circuit Court	100,025	105,789	107,156	1,367	1.29%
General District Court	8,689	7,080	7,080	-	0.00%
Magistrate	430	2,000	2,000	-	0.00%
Juvenile and Domestic Relations Cou	12,166	17,750	17,750	-	0.00%
Clerk of the Circuit Court	708,298	640,306	650,634	10,328	1.61%
Sheriff - Courts	787,143	769,811	808,024	38,213	4.96%
Juvenile Court Services	437,034	430,901	487,901	57,000	13.23%
Commonwealth Attorney	795,961	830,201	874,538	44,337	5.34%
	2,849,745	2,803,838	2,955,083	151,245	5.39%
Public Safety					
Sheriff	4,186,904	4,113,069	4,574,845	461,776	11.23%
Corrections	4,242,316	4,112,067	4,094,608	(17,459)	-0.42%
Building Inspections	449,511	483,470	485,605	2,135	0.44%
Animal Control	318,562	277,385	281,316	3,931	1.42%
EMS Billing	1,156,575	1,347,296	1,163,727	(183,569)	-13.62%
Public Safety	3,328,836	3,108,278	3,571,275	462,997	14.90%
	13,682,704	13,441,565	14,171,376	729,811	5.43%
Public Works					
Road Viewers	0	0	0	-	-
Public Works	227,172	281,527	248,672	(32,855)	-11.67%

Solid Waste and Recycling	1,767,777	2,087,344	2,357,377	270,033	12.94%
General Buildings and Grounds	1,132,724	1,274,800	1,316,457	41,657	3.27%
	3,127,674	3,643,671	3,922,506	278,835	7.65%
Health and Welfare					
Health Department	370,000	370,000	372,899	2,899	0.78%
Contributions to Health and Welfare	109,511	109,511	114,718	5,207	4.75%
Social Services	5,985,050	6,215,926	6,478,149	262,223	4.22%
CSA - Youth Services	4,783,352	5,025,361	5,509,843	484,482	9.64%
Family Resource Center	341,707	345,924	352,124	6,200	1.79%
Aging Services	184,522	224,150	224,417	267	0.12%
	11,774,143	12,290,872	13,052,150	761,278	6.19%
Parks, Recreation and Cultural					
Parks and Recreation	1,052,985	1,130,575	1,250,155	119,580	10.58%
Libraries	1,040,215	968,647	984,577	15,930	1.64%
	2,093,200	2,099,222	2,234,732	135,510	6.46%
Community Development					
Planning Agencies/Contributions	866,632	605,934	520,331	(85,603)	-14.13%
Planning and Community Developm	560,152	553,911	556,777	2,866	0.52%
Economic Development	1,006,682	1,009,637	1,004,057	(5,580)	-0.55%
Franklin Center	197,233	198,650	209,101	10,451	5.26%
Tourism Development	326,239	276,021	370,358	94,337	34.18%
GIS and Mapping	150,648	158,384	160,006	1,622	1.02%
Virginia Cooperative Extension	106,343	114,433	118,739	4,306	3.76%
	3,213,929	2,916,970	2,939,369	22,399	0.77%
Nondepartmental	(512)	530,599	521,020	(9,579)	-1.81%
Transfers to Other Funds					
Schools - Operations	30,060,643	30,741,332	32,021,332	1,280,000	4.16%
Schools - Debt Service	2,355,952	2,295,523	1,634,513	(661,010)	-28.80%
Schools - Canneries	37,419	37,419	37,419	-	0.00%
Schools - Carryovers	610,789	0	0	-	0.00%
County Capital: School Projects	1,220,000	1,220,000	1,220,000	-	0.00%

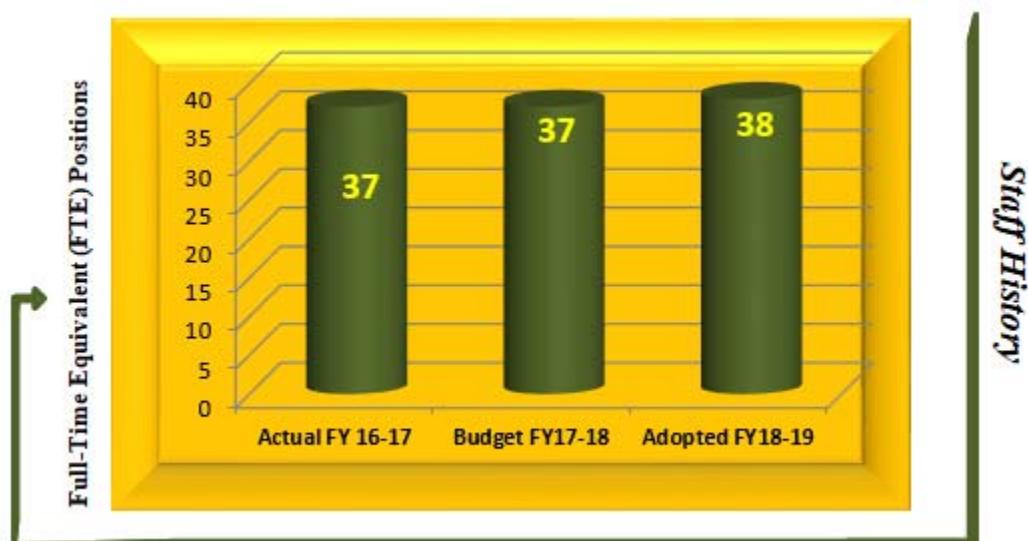
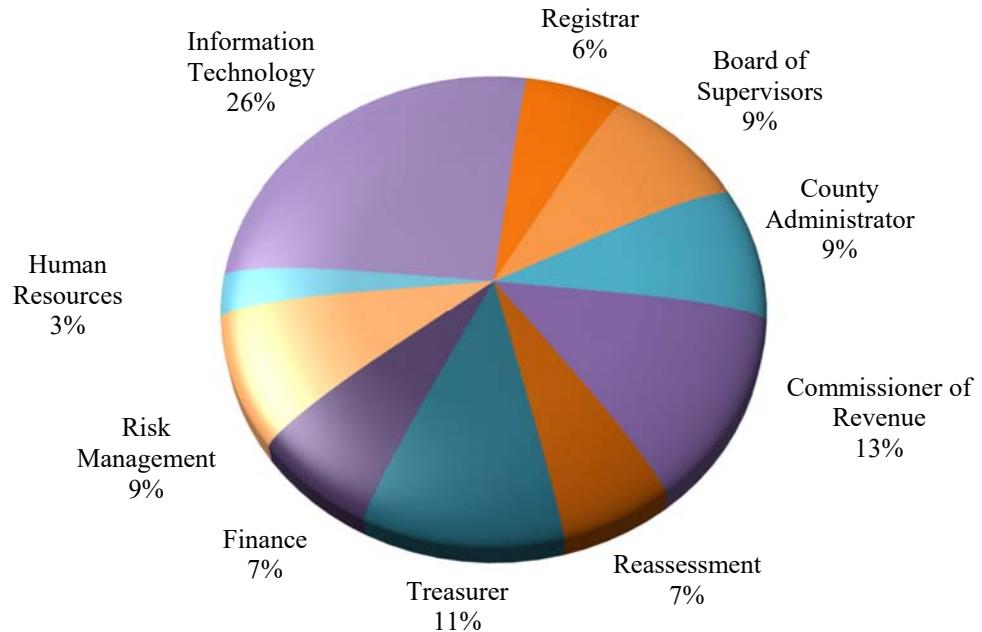
Debt Service	2,929,563	2,989,992	5,003,328	2,013,336	67.34%
E911	909,946	953,663	1,216,129	262,466	27.52%
Utilities	15,000	15,000	15,000	-	0.00%
County Capital Projects	2,556,751	1,815,501	2,236,775	421,274	23.20%
Total Transfers	40,696,063	40,068,430	43,384,496	3,316,066	8.28%
Total General Fund	81,612,567	82,302,442	87,908,571	5,606,129	6.81%

General Fund Adopted Expenditures FY 18-19



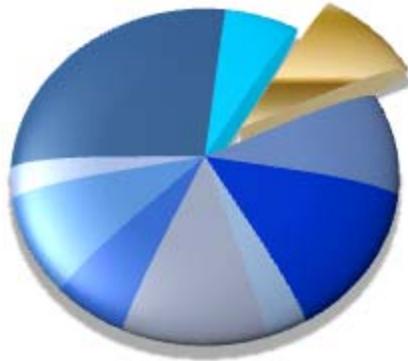
General Government Administration

FY 18-19 Adopted Expenditure Budget \$4,727,839



Board of Supervisors

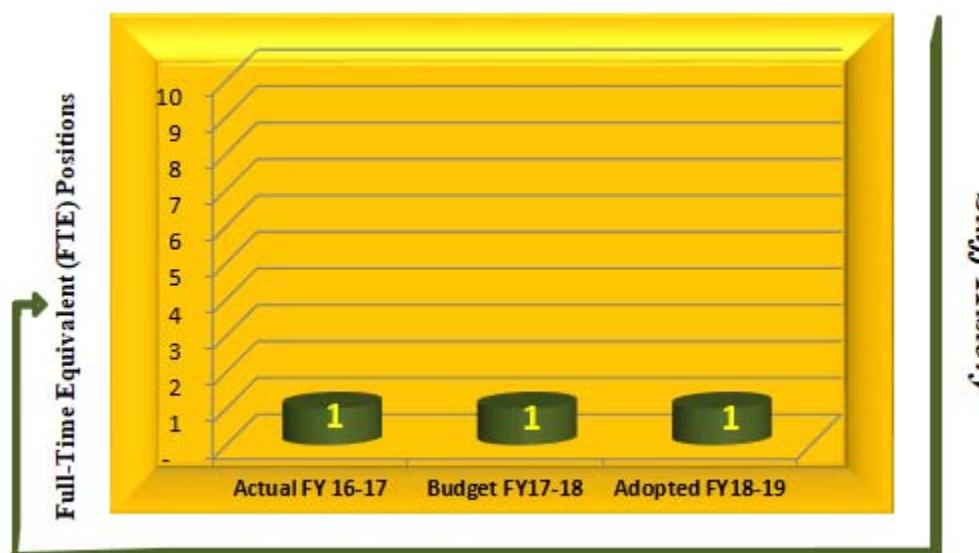
General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$437,860

9% of Gen. Government Admin.

<u>Description</u>	<u>Board of Supervisors Appropriations</u>			
	<u>Actual</u> <u>FY16-17</u>	<u>Budget</u> <u>FY17-18</u>	<u>Adopted</u> <u>FY18-19</u>	<u>Change</u> <u>2018 to 2019</u>
Personnel	162,814	158,247	166,070	4.94%
Operating	230,494	271,790	271,790	0.00%
Total	393,307	430,037	437,860	1.82%



Board of Supervisors

Mission Statement

The Franklin County Board of Supervisors upholds the Code of Virginia and Virginia State laws and whose ultimate responsibility is to improve the quality of life for the citizens of Franklin County. The Board serves as a governing body over County Administration and the Services provided to County citizens. The Board ensures that Franklin County provides services that are easily accessed, meet the needs of the County citizens and are delivered with excellent customer service in a timely and efficient manner by well-trained professionals, including the County's many dedicated volunteers. The Franklin County Board of Supervisors makes ethical informed decisions regarding safety, economic development, programs/activities and services to improve the safety and security for the County's citizens. The Board of Supervisors provides the County citizens with excellent customer service by following the Customer Service Core Values.

Strategic Vision Goal

OUR 2025 VISION

Franklin County, Virginia-- appreciating its rural, scenic Blue Ridge landscape and rich cultural and agricultural heritage is a uniquely balanced, highly educated, prosperous, and diverse land of families, businesses, and communities of faith who thrive amongst interconnected neighborhoods where personal responsibility and community interdependence are cherished.

Department Goals and Objectives

Prepare, publish and preserve official records of the Board of Supervisors

- Maintain timely and accurate production and retrieval of records by:
 - a. Complete Board actions 100% of the time within 3 days of Board meeting
- Retain records in accordance with retention guidelines established by the Library of Virginia
- Ensure safety and security of historical records

Maintain high standards of customer service to citizens

- Publish Board agendas, Board actions, minutes and special notices on the Board of Supervisors website
- Complete minutes 100% of the time within 30 days of the Board meeting
- Maintain 100% no-correction rate of minutes based on the total number of pages produced annually
- Provide for on-line submission of requests to address the Board, solicitation permits and citizen volunteer forms
- Maintain Board of Supervisors website page for timeliness and relevance of information

Serve as liaison between Board members, staff and citizens

Board of Supervisors

- Communicate information through the following outlets: Board of Supervisors website and posting of notices within the County Administration Center
- Ensure that communications are forwarded to the Board within 24 hours of receipt
- Provide prompt, courteous responses to requests for information from Board members, citizens and staff

Performance Measures

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Estimated FY 17-18
Percentage of Board actions completed within three business days of Board meeting.	100%	100%	100%	100%	100%
Percentage of minutes for regularly scheduled Board meetings completed within 30 business days or within two meeting cycles	100%	100%	100%	100%	100%
Percentage of minutes requiring no correction based on total number of pages produced annually	100%	100%	100%	100%	100%

Strategic Alignment Summary

- Operational Effectiveness & Managed Growth. The County is progressive and others desire to use what the County is doing right.
- Financial Stability. The County is financially stable and healthy.
- Managed Growth. The County continues to be beautiful even while we enhance progress. Our agricultural land and scenic views are still here. County is using the land wisely by concentrating growth in well-planned villages.
- Economic Development. The County is moving from being a great place to live to a great place to live and work. We have increased opportunities for people to work right within the County.
- Infrastructure. Many people enjoy the County's remarkable recreation, including opportunities to experience our natural assets, events, heritage, culture, and special venues.
- Lifelong Learning. The County is maintaining award-winning schools with great ratings as a result of vision, creative foresight, excellent management, dedicated employees, and support. The County has excellent career-technical education and job training opportunities for students at a young age.

Board of Supervisors

- Economic Development. County provides healthy economic development and job creation. County actively works to provide higher paying jobs, clean businesses, and pursues target sectors advantageously. The County's quality of life is perceived to be an asset in locating a business here. Businesses come here because their employees have a mindset that they want to live in Franklin County.
- Managed Growth and Operational Effectiveness. County provides essentials to have good diverse growth in the County. County offers more capabilities to follow its dreams and to insure implementation of what its residents want to have happen. County provides dedicated staffing, the right infrastructure, clear ideas about where it wants things, and an aggressive and competitive strategy.

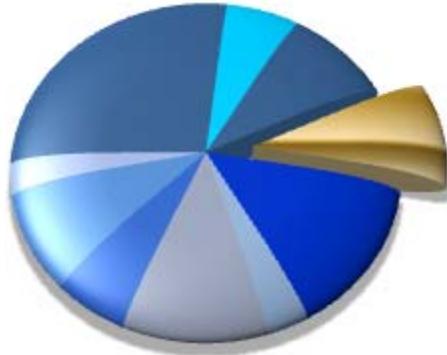
Budget Strategies

The Clerk's office will continue to attempt to create opportunities to find cost-effective and creative methods for achieving its goals in a continued professional manner.



County Administration

General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$430,680

9% of Gen. Government Admin.

Description	County Administration Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	412,171	417,257	401,740	-3.72%
Operating	30,298	28,940	28,940	0.00%
Total	442,469	446,197	430,680	-3.48%



County Administration

Mission Statement

The mission of County Administration is to provide leadership and direction to County employees, facilitate the implementation of Board priorities and policies and manage the operation of County functions to ensure the delivery of cost effective, customer-responsive public services and assist citizens with excellent customer service.

Strategic Vision Goal

County Administration will provide the essentials in building a competitive future while delivering many services with fiscal responsibility and appreciation of the community's rich diversity while protecting its environmental resources and promoting quality life.

Department Goals and Objectives

- To promote a high quality of services and facilities with current staff and funding levels.
- To ensure adequate resources for special projects and tasks.
- Provide excellent service delivery and citizen satisfaction.
- Continuing to meet the increased fiscal demands of a growing population.
- To present a balanced annual budget for consideration by the Board of Supervisors.
- To develop a diverse economic base to provide opportunities for new business development.
- To assess opportunities for technology enhancements which have a positive return on investment.
- Provide leadership for efficiency enhancements throughout the organization.

Performance Measures

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Annual Budget Submittal	100%	100%	100%	100%	100%
Issue Tracker Request (completed on time)	100%	100%	100%	100%	100%

Strategic Alignment Summary

- Infrastructure – Administration ensures adequate resources for special projects and tasks.
- Financial Stability—Administration presents and maintains annual balanced budgets.
- Managed Growth—Administration meets the increased fiscal and service demands of a growing population.
- Economic Development—Administration helps to foster a diverse economic base to provide opportunities for new business development.
- Operational Effectiveness—Administration provided leadership for efficiency enhancements throughout the organization

County Administration

Budget Strategies

- A second management team meeting added monthly for Board meeting follow up.
- A more effective leadership management by initiating team focus groups.



Commissioner of Revenue

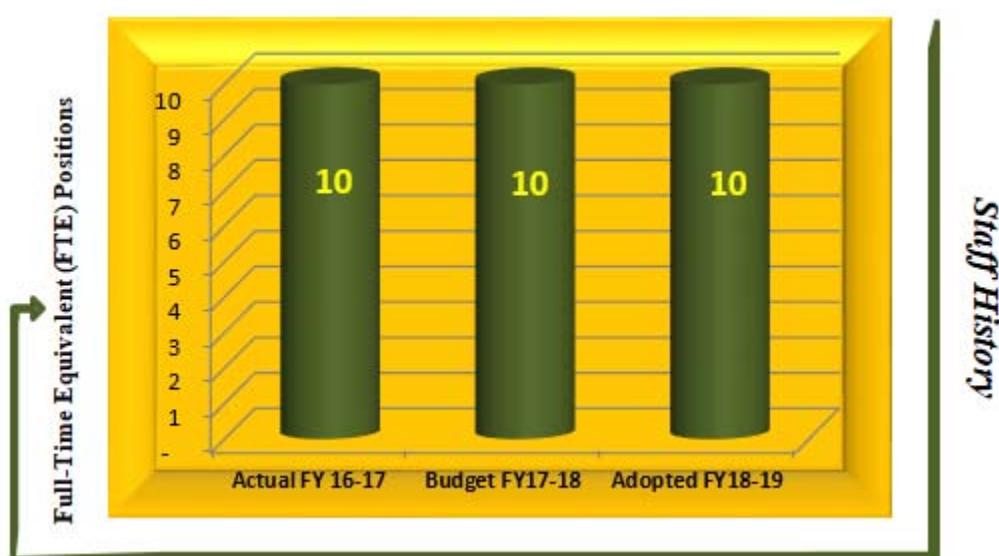
General Government Administration Expenditure Budget:
\$4,727,839



 Expenditure Budget:
\$917,399

20% of Gen. Government Admin.

Description	<u>Commissioner of the Revenue Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	499,381	557,212	545,493	-2.10%
Operating	101,648	223,906	371,906	66.10%
Total	601,030	781,118	917,399	17.45%



Commissioner of the Revenue

Mission Statement

The Commissioner of the Revenue mission statement is to establish, implement and maintain a professional, uniform and equitable assessment policy and apply the laws of the Commonwealth and the County of Franklin fairly to every citizen. We provide friendly and courteous service to our citizens and ensure confidentiality of taxpayer information. The office maintains a staff of trained tax professionals to provide accurate information and assistance with all tax related issues.

Strategic Vision Goal

To establish the highest level of public confidence with reliability, courteous and prompt service while keeping abreast of the change in tax laws advances in technology and the growth of the County.

Department Goals and Objectives

The Commissioner of the Revenue is responsible for the discovery and assessment of all personal property, machinery and tools, business tangible property, and merchant's capital taxes. Based on these assessments, the Commissioner's office creates the personal property assessment book for the county and the Towns of Rocky Mount and Boones Mill. The Commissioner's office creates a file to be outsourced (currently to MW Printers) for all generated tax bills.

State income tax returns are checked for compliance and accuracy before submitting to the Dept. of Taxation. All qualifying returns are entered in the Va. Dept. of Taxation secure website for quick refunds. The Commissioner of Revenue office also files Va. state income tax returns and/or assists with inquiries and problem resolutions concerning tax issues. State estimated tax vouchers are processed through the Commissioner's office as well.

The Commissioner of Revenue office administers the personal property tax relief program (PPTRA adopted in 1998). The Commissioner is responsible for the qualification of all personal use vehicles to receive the relief. This process consists of examining Federal Schedule C's and depreciation schedules and gross weights as registered with the DMV. This process for the most part is a manual process.

The Vehicle License Fee replaced the decal fee previously sold by the treasurer's office in 2012 which became effective in 2013. The Commissioner of Revenue is now responsible for applying the VLF where applicable. This consists of updating the information on each DMV Vehicle or trailer as stated in statute. While some of this process can be managed electronically, a large portion of the work and verification is a manual process.

All Food and Beverage and Transient Occupancy accounts are created and managed by the Commissioner of Revenue. This consists of monthly filings and collection of any delinquencies. Grand Jury indictments are the means used for accounts past 2 months delinquent. At the end of the year, I reconcile the meals tax numbers to the sales tax numbers from the Dept. of Taxation.

Commissioner of the Revenue

The Commissioner of Revenue office is responsible for all real estate transactions including maintaining ownership records, subdividing or combining parcels based on recorded survey plats and assigning Cadastral map numbers when applicable, the assessment of subdivided parcels and improvements, monitoring building permits for alterations or new construction, assessing and prorating taxes on new construction, administering the Land Use program, as well as the Disabled Veterans Real Estate Tax Relief (effective January 1, 2011), the KIA Veteran's spouse relief (effective in 2015). The Tax Relief for the Elderly and Disabled Homeowner is also managed by the Commissioner of Revenue.

The Commissioner of Revenue creates a file for the GIS Dept. of all plats including boundary surveys as well as subdivided parcels with tax Cadastral map numbers for mapping. After the GIS Dept. creates the shape files, the data is verified by the Commissioner's office before publishing to the county GIS website. This process protects the integrity of the data in the Commissioner's office.

The real estate land assessment book, the real estate tax exempt book, the Land Use Book and all real estate bills are generated in the Commissioner's office. The assessments for the Towns of Rocky Mount and Boones Mill are also created by the Commissioner of Revenue. Any adjustments to the real estate or personal property tax bills for the Towns are handled by the Commissioner's office. The Commissioner of the Revenue office also provides the Va. Dept of Taxation with a spreadsheet of arms length transactions to assist the Virginia Tax Department with the ratio study of sales to FMV each year.

The Commissioner of Revenue office works with County Administration and the appraisal firm hired by the Board of Supervisors every four years when the general reassessment is performed. Currently, for the reassessment that will become effective January 1, 2016, the Commissioner's office is proofing all field sheets after data entry by the assessment firm and providing data entry and proofing for all mobile homes assessed. This will maintain the integrity of our data.

The State Corporation Commission provides to the Commissioner of Revenue the assessments for Public Service Corporations including Railroad Properties. The personal property and real estate Public Service book and invoices are then created and billed by the Commissioner.

All Bank Franchise tax returns are filed annually with the Commissioner of Revenue. Each return is reviewed for supporting documents, mathematical accuracy and verifying the assessed value of all real estate owned by the bank(s) within Franklin County before submitting the return to the Dept. of Taxation.

The Commissioner of Revenue office issues County business licenses in accordance with the Franklin County ordinance. All background check applications are performed by the Commissioner of Revenue. We notify the sheriff's office to conduct the background checks and submit the fees to the treasurer's office.

Commissioner of the Revenue

We handle every telephone call and walk-in citizen inquiry with professional, personal service while conducting the many duties of the office.

Recap of Goals and Objectives

- To provide the best possible service to the citizens.
- Meet state and county deadlines for all filings.
- Improve the flow of information between County offices.
- Accurately assess all personal property and business property, trusty taxes etc.
- Hold appointments and process approximately 600 tax relief accounts by May 1st.
- Provide daily assistance to citizens with preparation, information and corrections of VA State Income Tax Returns as well as resolve problems with income tax or local tax issues.
- Assist citizens with sales tax filings and inquiries.
- To respond to all customer inquiries in a timely manner.
- Assist all taxpayers with qualifying property in the land use program with the revalidation process.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Personal Property tax assessments, meals tax, transient tax, merchants' capital, machinery & tools, public service, mobile home assessments, state income tax estimates and payables, airplanes, BPP, bank franchise, taxpayer assistance, exonerations, supplemental, # of vehicles qualified for PPTR, VLF's, tax relief for the elderly and disabled veterans, correspondence, campgrounds, mobile home parks, shopping centers, marina's, storage units, sales tax, summons letters, data entry, DMV import processing, walk-ins, phone calls etc...	207,669	338,869	342,257	344,762	345,987
Real Estate assessments, transfers, new construction assessments, plats, land use applications, land use revalidations, correspondence, data entry, taxpayer assistance, disabled Veterans applications, building permits appraised, creating and proofing plats	65,975	127,529	128,931	129,256	130,501

Commissioner of the Revenue

for GIS, print and mail revalidation forms, cover letters, proof deeds transfers, wills etc., print and file new name sheets, file, process conservation easements data entry into CAMRA software, phone calls, walk-ins etc. (in 2015 and 2016 we proofed the reassessment data, maintained the picture logs, printed the tax maps, data entry on all mobile homes from reassessment and assisted the appraisers with documentation or input on questions, maintained spreadsheets on all building permits, data entry and verification etc.

Strategic Alignment Summary

- Infrastructure - Ensure that every property owner understands the assessment process and how property values are derived.

Budget Strategies

Continue the fair and equitable assessment of all real and personal property in Franklin County.



Treasurer

General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$532,586

11% of Gen. Government Admin.

Description	<u>Treasurer's Office Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	386,363	382,960	398,321	4.01%
Operating	122,999	134,265	134,265	0.00%
Total	509,362	517,225	532,586	2.97%



Treasurer

Mission Statement

The Franklin County Treasurer's Office is responsible for collecting real estate, personal property, state income, estimated income, transient occupancy, meals tax, issuing dog tags and processing revenues collected by other county departments. They also reconcile the bank statements for all county and school accounts including social services. They are dedicated to help the citizens receive efficient and informative responses to their concerns and questions. They strive to build relationships with the taxpayers by being understanding to their needs and helping them to understand the laws by which we are governed. They are willing to do research and make changes in procedures whenever possible to better serve the citizens and provide answers to the questions presented to them. The Treasurer as an elected Constitutional Officer will uphold the highest standards in the collection of all taxes and revenues due to the county and maximize the investment return and security of all public funds.

Strategic Vision Goal

It is our goal to provide an efficient and professional approach in serving the citizens of Franklin County while maintaining an attitude of respect and understanding.

Department Goals and Objectives

Provide premier customer service.

- Handle customer requests within 24 hours.
- Explore new technologies that will enable us to meet or exceed customer expectations of convenience and efficiency.

Maintain a top tier collection rate

- Utilize the powers authorized to this office by the State Code of Virginia to maximize collection efforts.
- Continue to refine state collection programs such as DMV Stops and Tax Set Off in the pursuit of delinquent funds.
- Increase the usage of Tax Liens, Bank Liens, Distress Warrants, and Judicial Sales in delinquent collections where warranted.

Ensure fiscal integrity as Chief Investment Officer

- Uphold the County Investment Policy, and the Virginia Security of Public Funds Act.
- Achieve the highest possible safety of depository accounts, maximize investment returns, and maintain integrity of investment principal.
- Utilize cash flow modeling to maximize returns.

Technological automated improvements

- Find alternative mechanization enhancements that will offer convenience oriented services to residents of Franklin County.
- Pursue additional payment method options for our citizens in conjunction with online bill presentment.

Treasurer

Performance Measures

	FY 14-15	FY15-16	FY16-17	FY17-18	Estimated FY18-19
Tax Collection rate	97%	97%	97%	97%	97%
Average Return on Investments	2.50%	1.50%	1.50%	1.61% (Based on Federal Reserve Fund Rate)	1.61% (Based on Federal Reserve Fund Rate)

Strategic Alignment Summary

- Financial Stability - The Treasurer is tasked with receiving, collecting, safeguarding, and disbursing county funds. The Treasurer's office invests those funds within the confines of the Code of Virginia and the Treasurer's Office Investment Policy.

Budget Strategies

With a new year, brings new energy and focus to our overall strategy. While all of our goals are important, we will primarily focus on how to maximize our collection efforts.

The past few years have been challenging as the financial instability has been felt by everyone including households and private businesses. This is no different for local governmental units involved with collection of taxes. In order for this department to achieve our stated collection goals, we had to adhere to our basic principles of customer service and personalized empathy. We felt that the more delinquent processing information is distributed to these individuals, the more informed decisions they could make with their funds.

Revenue enhancement through other uses and investment of funds, unfortunately, has not seen the same kind of rebound. Investment returns have plummeted in the past several years and leveled off at unprecedented low levels. While we anticipated this plight would occur and dramatically lowered our projections, it has still placed a hardship on annual budget earnings. Until then, the residents and County Government can continue to count on the Treasurer's Office for the highest standards of Treasury Management in revenue collection, account reconciliation, and asset protection.

Finance

General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$899,336

19% of Gen. Government Admin.

Description	<u>Finance Department Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	545,825	537,327	604,604	12.52%
Operating	243,738	288,152	294,732	2.28%
Total	789,562	825,479	899,336	8.95%



Finance

Mission Statement

The mission of the Franklin County Finance Department is to provide quality services to all citizens and to safeguard the County's assets. To develop and maintain superior financial planning and reporting in order to provide timely, accurate and complete information, and to maintain employee's payroll and leave records. The Department is committed to enhancing our ability to serve both internal and external customers with excellent customer service.

Strategic Vision Goal

The Finance Department's goal is to be financially responsible, customer focused team (both internal and external), strives to be more efficient, provide accurate and timely data, demonstrate integrity in relationships and foster a keen focus on providing insight to our citizens.

Department Goals and Objectives

The Department of Finance is responsible for recording all financial transactions for Franklin County and paying all of its employees. This department is also responsible for capital financing and debt management, risk management, purchasing, human resource/benefits administration, the annual budget process, the annual capital improvement plan, utility billing and accounts payable.

Accounting

Administer and properly account for all County, School and fiscal agency funds following generally accepted accounting principles in the application of all accounting policies and procedures.

- Maintain the GFOA Certificate of Achievement for Excellence in Financial Reporting and GFOA Award for Distinguished Budget Presentation.
- To provide management with accurate, reliable and up-to-date financial reports on a monthly and yearly basis.
- To maintain accountability for all County fixed assets on a yearly basis.
- To meet all payroll deadlines, file all payroll reports on a timely basis and maintain complete and accurate leave and personnel records for all full and part time employees.
- Ensure that all purchases are made within the guidelines of the State and County Procurement Code.
- Effectively administer the annual budget process and the annual capital improvement plan.
- To return messages/answer questions within 24 hours of the request.
- Administer the risk management program for the County-file claims within 2 business days of receipt.
- To formulate and annually update a five year financial projection to support the strategic plan.

Finance

Debt Administration

Monitor matters of financial planning and capital financing to ensure that resources are being allocated to best serve the needs of the County citizens.

- Make recommendations regarding the County's debt policy and monitor County debt capacity with the goal of maintaining the County's General Obligation bond ratings at AA+ and Aa2 by Standard & Poor's and Moody's Investors Services respectively.
- Ensure timely payments of principal, interest and fees for County bond issues.

Financial Systems

To continually maintain and improve the financial management systems, which are to be used in accordance with sound principles of internal control, minimizing inefficiencies or redundancies and assuring the integrity of data used by the public, the governing body and departments.

- Serve as liaison with the Information Technology staff to relay needs and participate in system upgrades and problem resolutions for the Accounting, Purchasing, Payroll, Financial Reporting, Fixed Assets, Accounts Receivable and other software programs that interface into the major systems.
- Provide training programs on the accounting system, reporting system and other systems to County and School.

Internal Control and Compliance

Evaluate the adequacy of internal control and compliance as related to the new statements of auditing standards and revised government auditing standards.

- Conduct monthly audits of over 40 County purchasing cards.

Accounts Payable

Provide efficient and cost effective accounts payable service that is responsive to County and School needs.

- Utilize technology such as accounting and document imaging software to process payments and achieve efficiencies and cost savings.
- Interpret and comply with privacy issues and regulatory requirements relating to vendor information and 1099 reporting.

Payroll

Provide efficient and cost effective payroll service that is responsive to County and School needs.

- Prepare monthly payroll on time with no substantial errors in accordance with applicable laws and regulations for County and fiscal agency employees.
- File all federal, state and other reports by required deadlines.
- Provide accurate W-2 information by January 31, with no corrections or adjustments, to current and former employees.

Finance

Purchasing

Provide overall direction, management and oversight of the County's purchasing program in accordance with the Code of Virginia and Franklin County policies and procedures. Facilitate the purchase of all goods and services for the County at the best possible combination of price, quality and timeliness, consistent with prevailing economic conditions, while establishing and maintaining a reputation of fairness and integrity.

- Research and implement increased competition for non-commodity and special purchases.
- Provide contract administration and guidance for all Departments.

Budgeting

Manage and coordinate the development and implementation of the County's annual budget utilizing a collaborative process with a long-term perspective that seeks to link resources allocation decisions to community priorities and outcomes. Establish a revenue projection process that maximizes accuracy and consistency, while maintaining a conservative approach that ensures stable and reliable delivery of services to the citizens (structural balance).

Coordinate preparation and update of the annual Capital Improvement Program consistent with the long-term priorities of the Board of Supervisors and community. Provide accurate and timely budgetary and financial information, management consultation, fiscal analysis and long-range planning assistance to all stakeholders of the organization to enhance the effectiveness of Franklin County Government.

- Ensure each operating department prepares/updates an annual Business Plan that identifies its core service area responsibilities by identifying the departmental mission, goals, objectives and desired outcomes consistent with county-wide priorities.
- Accumulate and disseminate budgetary information to all stakeholders of the organization to enhance decision-making, promote awareness, and provide information concerning County operations.
 - Prepare and publish the budget in accordance with the Government Finance Officers Association Criteria for Distinguished Budget Award-Financial plan, Policy document, Operations guide and Communications device.
 - Publish the County's Departmental Annual Report that summarizes the results of operations for each operating department in regard to the department's adopted business plan from the preceding year.
- Analyze effectiveness of, modify, and/or develop projection models to estimate revenues within 2% of actual.
- Update and present adjusted revenue projections to Administration and the Board of Supervisors each month for possible adjustments to formal appropriations.
- Establish and maintain a process that provides an effective method for operating departments to update plans for future capital expenditures by identifying specific projects, time-frame and capital and operational costs.
- Annually publish a formal Capital Improvement Program document, indicating the County's plan for facility and infrastructure improvements for the next 5 years.

Finance

- Provide budgetary information and analysis to Administration and Board of Supervisors to facilitate effective day-to-day management and to aid in the formulation and implementation of long-term policy decisions.
- Provide on-going monitoring of the state budget and fiscal impact analysis of proposed legislation by the General Assembly and/or executive amendments by the Governor.
- Provide and make available citizen-friendly and transparent budgetary information for the general public that will increase awareness and understanding of the County's operations.

Performance Measures

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Number of training sessions held annually for the departmental end users	2	10	4	4	4
Average number of purchasing cards audited monthly	40	40	46	50	50
Percent of payrolls prepared on time with no substantial errors	100%	100%	100%	100%	100%
Percent of W-2's prepared with no correction or adjustment required	100%	100%	100%	100%	100%
Number of Checks processed for payment to County & School vendors	38,019	35,380	40,152	41,234	41,475
Number of Invitations for Bid, Request for Proposals & Request for Quotations	16	16	18	20	27
Percent Variance in Actual vs. Projected Revenue	2%	2%	2%	2%	2%
Percent Variance in Actual vs. Amended General Government Fund Expenditures	2%	2%	1%	2%	1%
Receipt of the GFOA certificate for excellence in financial reporting	Yes	Yes	Yes	Yes	Yes
County bond rating (Moody's Investor Service)	Aa2	Aa2	Aa2	Aa2	Aa2
County bond rating (Standard & Poor's)	AA+	AA+	AA+	AA+	AA+

Finance

Strategic Alignment Summary

- Financial Stability - To promote financial stability throughout all County projects both new and existing

Budget Strategies

The Finance Department will provide basic services to customers including vendors, citizens and departments with administering and properly accounting for all County and School funds in accordance with generally accepted accounting principles.

Finance staff will produce the Comprehensive Annual Financial Report that was again recognized for excellence in financial reporting by the Governmental Finance Officers Association (GFOA). This designation represents many hours of work dedicated to producing a document that is usable by citizens at large. More importantly, information contained in the CAFR is critical to management and visionary decision making processes. Criteria for receiving the GFOA recognition include accurate and relevant financial statements, compliance to all applicable GASB, state and federal reporting requirements and adherence to a GFOA established reporting format.

Staff of the Finance Department will provide grant administration, compliance monitoring and reporting for County grants.

Accounts Payable will process vendor invoices for all the County departments as well as the fiscal agents in a cost-effective and efficient manner. Staff ensures the accuracy of all payments prior to the bi-monthly check disbursement.

Payroll is responsible for the timely and accurate processing of all County payrolls. The Payroll staff will provide cost effective payroll service to the County and all the fiscal entities. Staff implemented the Virginia Retirement System Hybrid Plan which changed processes for retirement payments and disability. The Payroll staff continues to evaluate the benefits of department time entry.

Purchasing is a centralized authority for the acquisition of materials, equipment and services for the County. Purchasing promotes the County's best interest by providing a professional purchasing system of quality and integrity whereby all persons involved in public purchasing are treated fairly and equitable. In addition, Purchasing provides these services to all entities/organizations for whom the County serves as fiscal agent.

The Finance Department will strive to receive the Government Finance Officers Association Award for Distinguished Budget Presentation annually. GFOA makes this award based on the Adopted Budget Book use as a financial plan, a policy document, an operations guide and a communication device. This document is one of several prepared and published annually by the Department. Other documents include the Capital Improvement Program and Comprehensive

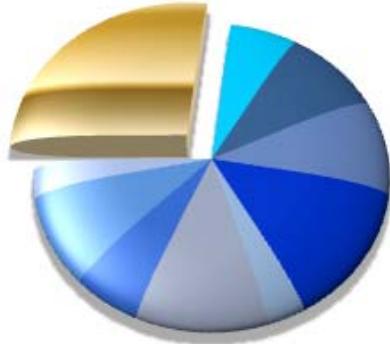
Finance

Annual financial Report. The Finance Department will publish a reduced number of printed copies of the Budget Book and Capital Improvement Program. These publications will continue to be available on the County's internet site.



Information Technology

General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$1,215,144

26% of Gen. Government Admin.

<u>Description</u>	<u>Information Technology Appropriations</u>			
	<u>Actual</u> <u>FY16-17</u>	<u>Budget</u> <u>FY17-18</u>	<u>Adopted</u> <u>FY18-19</u>	<u>Change</u> <u>2018 to 2019</u>
Personnel	704,387	698,557	718,066	2.79%
Operating	395,940	430,100	497,078	15.57%
Total	1,100,327	1,128,657	1,215,144	7.66%



Information Technology

Mission Statement

The Information Technology Department of Franklin County provides technology solutions to enable the business of local government to be more effective and efficient in serving citizens in a timely and courteous manner, while embracing the County's Customer Service Philosophy and Customer Service Core Values.

Strategic Vision Goal

Information Technology will install and manage the best technology infrastructure available and afforded by Franklin County. We will provide infrastructure support that is timely and of high quality.

Department Goals and Objectives

Provide hardware, software and connectivity necessary to support County business functions.

- Promote the development and use of E-Government services.
- Develop and maintain a disaster recovery plan and system for the County's core applications and communications services.
- Monitor and modify processes to provide the best possible response time for technology requests.
- Develop, maintain, and measure internal processes to maximize available resources and continually improve service reliability.
- Stabilize enterprise infrastructure to enhance performance and serviceability.
- Work collaboratively with internal and external partners to promoted Broad band connectivity throughout the County.

Performance Measures

	Average Response Time (In Days)				
	FY14-15	FY15-16	FY16-17	FY 17-18	Estimated FY18-19
Tech Support	4	2	.5	2.4	2
Telephone	3	1	1	N/A	N/A
Operations	0	0	0	1.1	1
Applications	10	1	1	2.4	2
Web	1	1	.5	1.1	1
Network Support	N/A	N/A	N/A	5.1	5
<i>Overall Average Response</i>	<i>4.2</i>	<i>1.0</i>	<i>.6</i>	<i>2.4</i>	<i>2.2</i>

Strategic Alignment Summary

- Infrastructure - The counties Infrastructure is powered by the technology installed and managed by information technology.

Information Technology

Budget Strategies

Franklin County IT Department is focused on providing the best possible service to all County employees and where applicable Franklin County citizens. Foundations for our service are as follows:

Reliability

Insure availability of all mission critical systems by developing transparent failover and redundancy. Availability goal of mission critical systems is 99.999% for unplanned outages. This goal will be met by active monitoring of system health and performance and by virtualizing critical systems.

Efficiency

Franklin county IT uses its human and financial capital to maximize our effectiveness in the county. Every one of our staff serve the county with multiple skill sets as well as backing up other staff members. Technology equipment is deployed in a carefully architected manner and is used until upgrades are absolutely required or parts or software are no longer available or until the functionality it offers no longer meets the operational needs of the County. Staffing levels are maintained at a minimum required to provide necessary services and external partners are utilized as needed.

Alignment

IT takes great care to collaborate with our customers and stay attuned to what is happening in all areas. Upgrades and repairs are scheduled in non-peak times and changes are tested with the users. Response time goals to user problems are 4 hours or less. Users are apprised of the nature and cause of issues and time fix estimates are communicated. Above all we pride ourselves in excellent customer service.

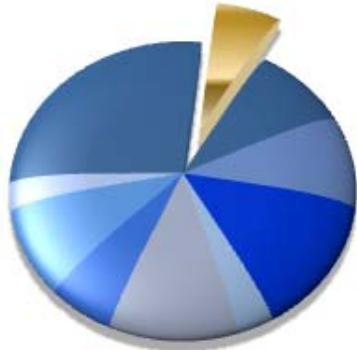
Innovation

Keeping pace with technology growth and change is part of the ongoing process of review and realignment.. Innovations are considered based on the functionality offered, it's potential impact to business processes and overall cost Franklin County IT monitors technology on an ongoing basis and weighs the advantages/ disadvantages and ROI for technology adoption.



General Registrar

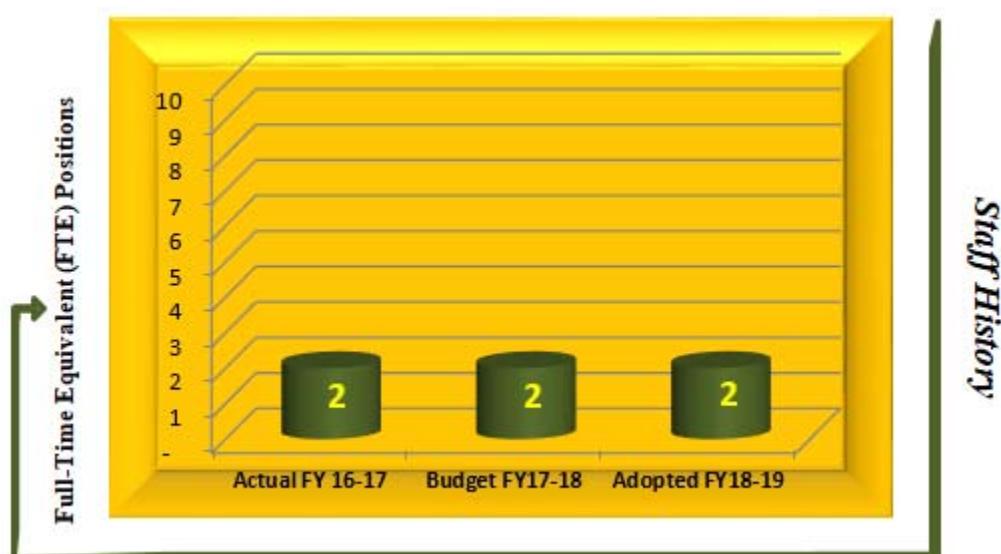
General Government Administration Expenditure Budget:
\$4,727,839



Expenditure Budget:
\$294,834

6% of Gen. Government Admin.

Description	Voter Registrar Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	202,525	218,522	220,545	0.93%
Operating	57,433	74,289	74,289	0.00%
Total	259,959	292,811	294,834	0.69%



General Registrar/Director of Elections

Mission Statement

The mission of the General Registrar's Office is to provide opportunities, in an equitable and courteous manner, for all qualified citizens of Franklin County to register to vote; to promote the integrity of the electoral process by maintaining accurate and current voter registration records used in elections in accordance with the Constitutions of the United States and the Commonwealth of Virginia and the Code of Virginia; to coordinate elections so they are conducted in a manner that secures the qualified citizen's right to vote and ensures accuracy of election results.

Strategic Vision Goal

Educate voters on the required process and procedures to exercise their right to vote in Virginia.

Department Goals and Objectives

- Provide equal opportunity for all qualified citizens of Franklin County to register to vote
- Maintain accurate voter records
- Conduct all elections at the highest level of professional standards, ensuring public confidence in the integrity of the results
- A resource of information for citizens regarding voter registration, absentee voting, elections, and elected officials

<u>Performance Measures</u>	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 17-18
Registered Voters	35,363	35,805	36,742	36,023	36,200
Election Officers Trained (200+ for each Federal, State and Local Election)	100%	100%	100%	100%	100%
VERIS Stats (Virginia Election Registration Information System)	27,521	29,018	32,658	17,808	25,000
Absentee Mail/In-Person	777	1,291	3,203	1,189	1,000
Total Number Voted	16,727	31,100	44,938	20,375	20,000
Candidate Processing (Local)	25	34	40	26	35

*Election and registration totals vary due to Virginia Department of Elections schedule of elections in a calendar year. Example: Presidential Election Year vs. State and Local Elections.

General Registrar/Director of Elections

Strategic Alignment Summary:

- Administer training for staff, officers of election and the public. Attract and retain officers of election and promote voting.

Budget Strategies

Compliance with Virginia Department of Elections, Electoral Board, Code of Virginia, Election Laws and State Mandates.

Short-Term

- Continue to educate and train the Officers of Election on changes in laws and procedures.
- Managing the increasing cost of elections from unfunded State and Federal mandates with election forms and supplies not being provided by the Virginia Department of Elections.
- Additional staff needs as the County continues to grow, voter registration increases, more primaries are ordered, increased duties with new state and federal regulations.
- Recruiting and retaining poll workers for Election Day.

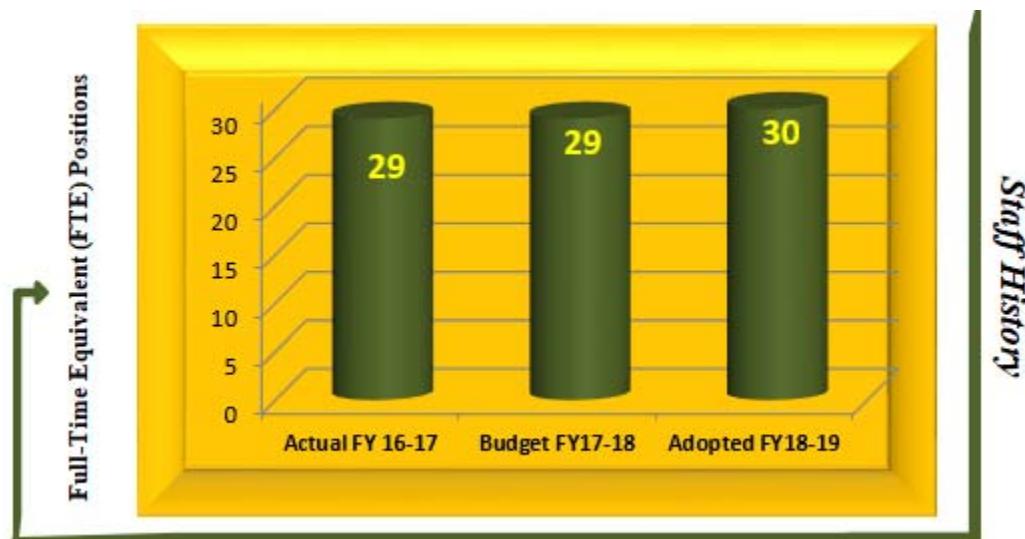
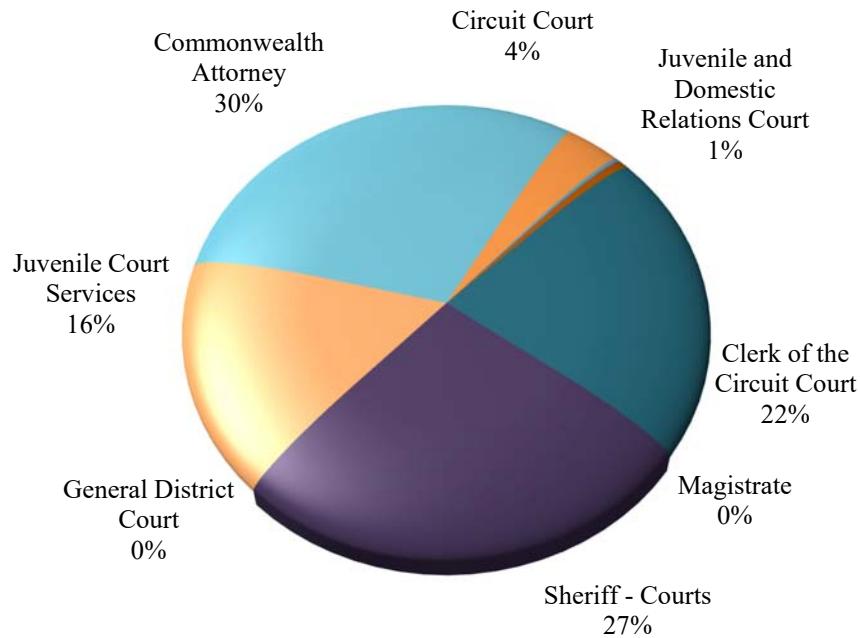
Long-Term

- Cost and number of elections with the trend of political parties opting for primaries rather than party nomination.
- Continuous recruiting and retaining poll workers for Election Day.



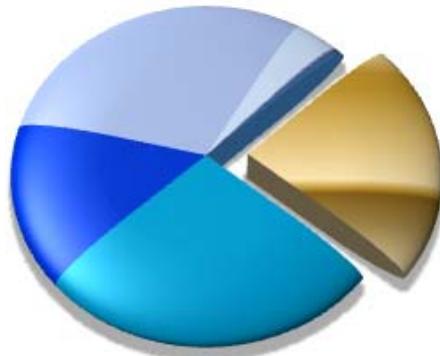
Judicial Administration

FY 18-19 Adopted Expenditure Budget \$2,955,083



Clerk of the Circuit Court

Judicial Administration Expenditure Budget:
\$2,955,083



 Expenditure Budget:
\$650,634

22% of Judicial Administration

Description	Clerk of Circuit Court Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	608,204	585,181	595,509	1.76%
Operating	100,094	55,125	55,125	0.00%
Total	708,298	640,306	650,634	1.61%



Clerk of the Circuit Court

Mission Statement

To serve the citizens of Franklin County, including members of the legal profession by preparing and maintaining accurate records in all civil and criminal cases brought before the circuit court, providing assistance to the Judge during all trials and hearings, file and record all appropriate real estate documents, probate wills, issue marriage licenses and concealed handgun permits, process judgments, passports, adoptions, divorces and name changes and to make available for inspection and reproduction all such public documents and to provide prompt services with competence, professionalism, and courtesy in compliance with laws, rules and regulations.

Strategic Vision Goal

Provide a competent, courteous and well-trained staff to assist in administration of justice and to provide the public with procedural information.

Department Goals and Objectives

- To ensure the Clerk's Office provides excellent customer service to all citizens and is "user friendly."
- To process all civil and criminal cases brought before the Circuit court.
- Maintain consistent hours of operation and procedure.
- To file, process, record, and make available for inspection all public documents maintained by the Clerk's Office.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	Estimated FY 17-18	Estimated FY 18-19
Criminal Cases Commenced	1635	1950	1778	1830	1900
Wills/Estates Initiated	312	292	371	405	400
Judgments/Admin Liens/Notices	1691	1650	1585	1620	1650
Deeds Recorded	7481	8200	8343	8375	8375
Number of Passports Issued	391	630	619	640	600
Number of Concealed Weapon Permits issued	905	1100	1251	1600	1500

Strategic Alignment Summary

- Lifelong Learning - To enhance public trust, respect and safety and resolve legal matters in fair and timely manner.

Budget Strategies

In FY16-17, our office recorded 8,343 real estate-related documents. Considering the current rate of recordings, we believe that we will record approximately 8,375 such documents in this coming fiscal year.

Clerk of the Circuit Court

For the previous fiscal year, our office commenced and concluded 741 civil cases. We expect to commence and conclude approximately the same amount for this fiscal year. Even though we set up a civil file for each concealed handgun permit application, they are not included in this field.

Our office has continued to process a large number of concealed handgun permit applications from 1100 in FY15-16 to 1251 in FY16-17. Applications are on the increase for this fiscal year and we expect we will process more next year.

Our office commenced nearly 1,778 criminal cases. There is a tremendous amount of work involved: i.e., preparing files, entering into CCMS system, filing paperwork, preparing court orders, disbursing court orders & preparing disposition forms for Department of Corrections, and this is a significant factor in our case data workload.

For the past fiscal year, our office issued 292 marriage licenses and expects to process approximately 307 of them in the coming fiscal year. Also, we have docketed 1585 judgments and processed 371 estates, and we anticipate handling similar numbers in the coming fiscal year.

Our office has continued to improve its record keeping and duplicating processes, primarily via the Supreme Court of Virginia's Reflections computerized imaging/indexing system. As of July 1, 2008, our office began making its real-estate related records available on the Internet via subscriber-only "Secure Remote Access" and we now have approximately 77 users. There is a \$50 monthly subscription rate.

Also, our office has been utilizing the SCV's Computerized Information System (CIS) for the past nine years and, within the previous fiscal year, has begun using its web-based JAVA case management system (CMS) combined with CIS, and its new subscriber-only "Officer of the Court Records Administration" (OCRA) system, which allows remote access to our more recent civil and criminal cases – at a cost of \$150 per year with 34 current subscribers.

This year, the Index Book to Land Records from 1923 to 1982 was back scanned and uploaded to the Supreme Court of Virginia Land Records Indexing System and available through a special index along with Deed Books 339-379, making all records microfilmed now available digitally.

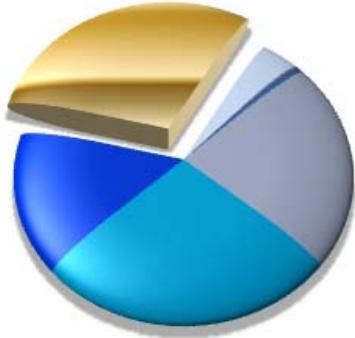
The Will Index from 1987-1992 has been uploaded to the Supreme Court System and Will Books 67-101 are also available digitally.

The ultimate goal is to back scan all records from 1786 to present over the next few years.



Commonwealth Attorney

Judicial Administration Expenditure Budget:
\$2,955,083



Expenditure Budget:
\$874,538

30% of Judicial Administration

<u>Description</u>	<u>Commonwealth Attorney Appropriations</u>			
	<u>Actual</u>	<u>Budget</u>	<u>Adopted</u>	<u>Change</u>
	<u>FY16-17</u>	<u>FY17-18</u>	<u>FY18-19</u>	
Personnel	739,320	808,426	852,763	5.48%
Operating	56,640	21,775	21,775	0.00%
Total	795,961	830,201	874,538	5.34%



Commonwealth Attorney

Mission Statement

The Franklin County Commonwealth's Attorney is committed to improving the quality of life for the citizens by ensuring public safety and providing justice through the vigorous enforcement of criminal laws in a just, honest, compassionate, efficient and ethical manner, while at the same time protecting the constitutional and legal rights of the accused. Our office works with every component of the criminal justice system and the community to protect the innocent, to convict and appropriately punish the guilty, and to protect the rights of victims and witnesses.

Strategic Vision Goal

To assess conduct for criminality, charge accordingly, and strive to ensure the criminal justice system is understood.

Department Goals and Objectives

The Commonwealth's Attorney is an elected Constitutional Officer serving a four year term of office. This Office is responsible for providing the County of Franklin with legal representation in the prosecution of all criminal, traffic and juvenile offenses in the General District, Juvenile and Domestic Relation and Circuit Courts, plus appeals to the Virginia Court of Appeals and the Supreme Court of Virginia. Legal advice is provided to all local and State law enforcement agencies and officers investigating matters in the County of Franklin.

- Provide the most effective legal representation in the prosecution of all criminal cases.
- Provide services to and promote sensitive treatment of the victims and witnesses of crime.
- To counsel and consult with law enforcement and other County officials.
- Provide training and advice to local law enforcement departments, legislative updates and in-service training.
- To participate with county agencies, schools, citizens groups and other organizations and conduct education on issues related to public safety and courts.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Criminal Cases Commenced in Circuit Ct.	1,635	1,853 ¹	1,904 ¹	1,958	2,000
General District Criminal/Traffic Cases	17,965	10,870 ²	8,985 ²	9,713	10,000
Juvenile Cases	4,307	1,374 ³	1,392 ³	1,385	1,400

¹ The 1,853 is the number of criminal cases in Circuit Court for the year 2015, and 1,904 is for the year 2016, as compiled by the Supreme Court of Virginia.

Commonwealth Attorney

² This 10,870 figure is based on the Supreme Court of Virginia's data for such cases in the General District Court during the year 2015, while 8,985 is for 2016. It appears that the number of cases presented in this instant report for prior years captures *all* cases in General District Court, and not merely criminal/traffic cases.

³ This 1,374 is the number of criminal cases in Juvenile Court for the year 2015, and 1,392 is for the year 2016, as compiled by the Supreme Court of Virginia. It appears that the number of cases presented in this instant report for prior years captures *all* cases in Juvenile Court, and not merely criminal/traffic cases.

Strategic Alignment Summary

- Public Safety – Being accessible to law enforcement officers for legal advice and working with the Victim Witness Coordinator to ensure crime victims are treated with the upmost respect and dignity and are fully aware of their rights.

Budget Strategies

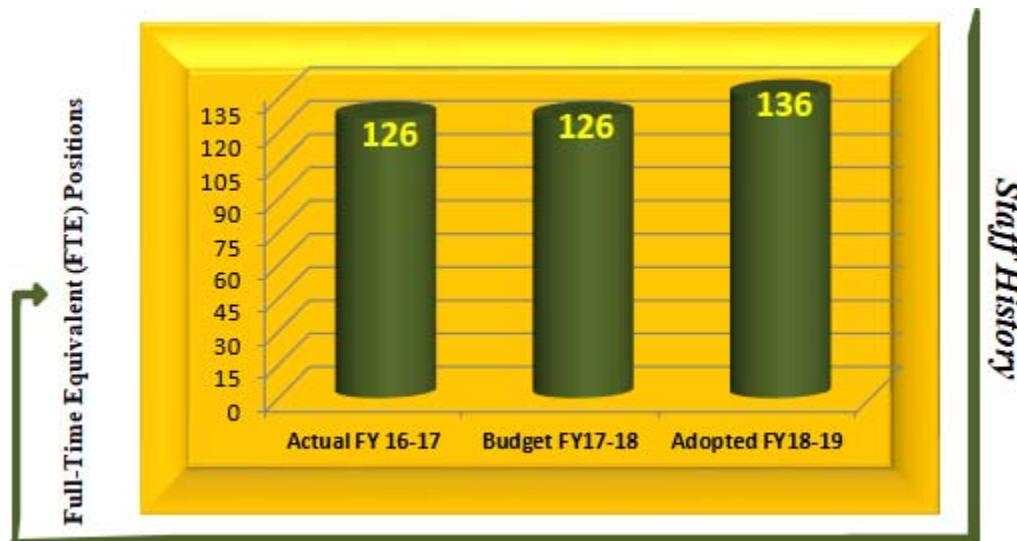
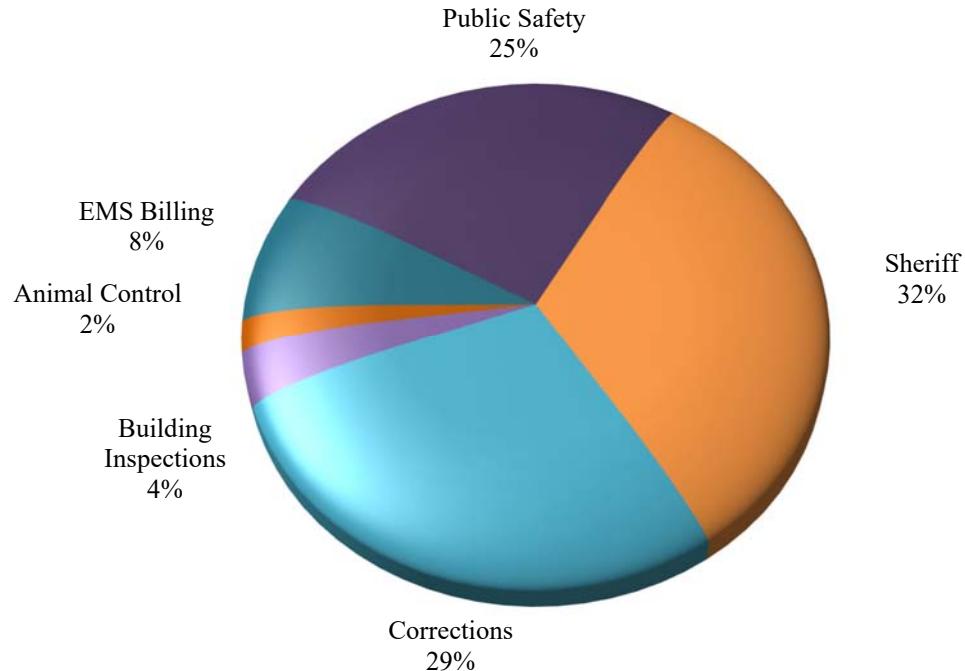
Our office's largest expense is payroll, and, presently, salaries are almost entirely funded by the state compensation board (the state 'reimburses' the County, who actually pays our employees). When the state determines how many prosecutors our office should have, the state only considers (a) cases prosecuted in Circuit Court and (b) felonies that pass through the (lower) District Courts. A misdemeanor in District Court is not counted by the state to determine funding needs, even though our office staffs a prosecutor for nearly all such misdemeanor cases. Even with that limitation on what data they consider, the state indicates our office is "short" at least one attorney. As Commonwealth's Attorney, I have tried to reduce that shortage, by asking the state to fund an additional attorney position. Thus far, they have declined; but, I will continue to seek additional funding to add an attorney to our office, so that we can better serve the community and system in which we operate.

Our office obtained a grant for a Victim-Witness Coordinator. Although not an attorney, this person helps communicate with victims and witnesses, and explains the process to them, keeps them informed of key dates, and such. Because this was funded by a grant, the expense to the county is disproportionately small compared to the benefit to its citizens.



Public Safety

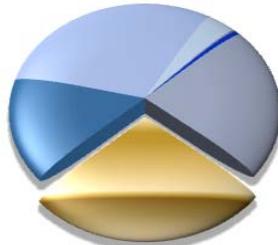
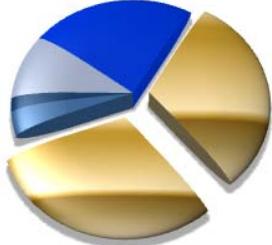
FY 18-19 Adopted Expenditure Budget \$14,171,376



Sheriff

Public Safety Expenditure
Budget:
\$14,171,376

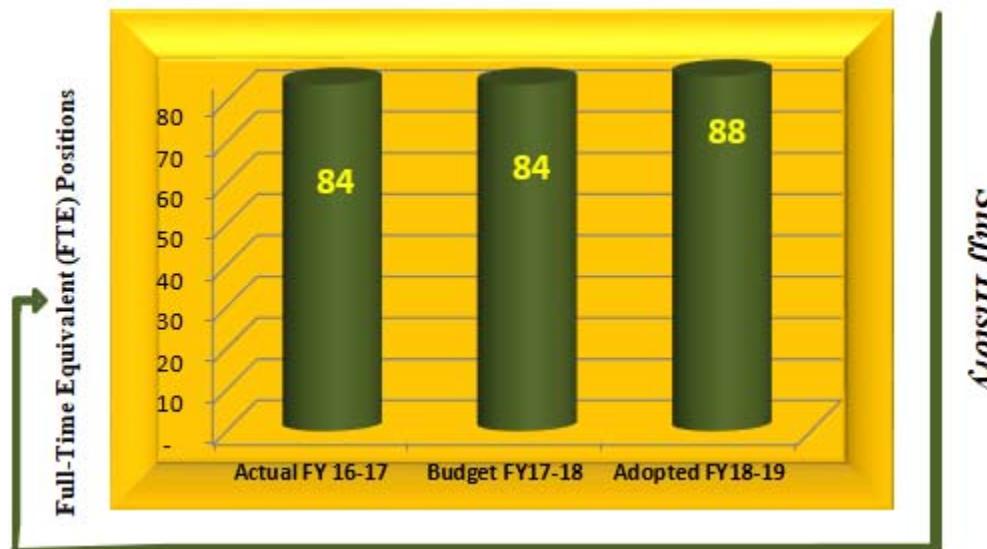
Judicial Administration
Expenditure Budget:
\$2,955,083



Expenditure Budget:
\$9,477,477

61% of Public Safety
27% of Judicial Administration

<u>Description</u>	<u>Sheriff's Department Appropriations</u>			
	<u>Actual</u> <u>FY16-17</u>	<u>Budget</u> <u>FY17-18</u>	<u>Adopted</u> <u>FY18-19</u>	<u>Change</u> <u>2018 to 2019</u>
Personnel	5,430,879	5,546,855	6,005,952	8.28%
Operating	3,749,484	3,448,092	3,471,525	0.68%
Total	9,180,363	8,994,947	9,477,477	5.36%



Sheriff's Office

Mission Statement

The mission of The Office of the Sheriff is to protect the peaceful against the violent, to uphold the constitutional safeguards afforded all, while working with the people of Franklin County to secure a safe and just future..... one person, one neighborhood and one community at a time.

Strategic Vision Goal

The Office of the Sheriff strives to maintain well trained staff that promote operational effectiveness and maintains public safety.

Department Goals and Objectives

Administration and Civil

To provide a secure environment and maintain order in all courtrooms and the courthouse complex for members of the judiciary staff, court clerks and office staff and the public.

- Maintain an adequate level of staffing for the protection of the citizens, courthouse employees, judges and prisoners.

To provide training to staff members on an on-going basis to ensure staff has the most current knowledge of trends and procedures in the criminal justice system, courtroom security and civil process.

To serve civil process in a timely and efficient manner, in accordance with the Code of Virginia.

- Provide adequate staffing to serve civil process to the residents of Franklin County.

Care & Confinement

Provide a secure environment for inmates housed in the Franklin County Jail, and accommodate safety for both inmates and staff.

- Continually research, evaluate, and procure, as circumstances dictate, the latest surveillance, security, and safety equipment, in an overall effort to create and orderly, safe and secure jail.
- Promote employee health and wellness.
- Maintain certification with the Department of Justice.

Provide on-going training to all staff members in the most up-to-date laws, trends, procedures, and administrative functions of the Criminal Justice System.

Continue to attract and hire the best qualified applicants.

- The Office of the Sheriff will continue to advertise in local mediums and on the Internet to attract the best qualified applicants. A written testing procedure is patterned around actual situations faced by a deputy sheriff during the course of their duties. A physical agility test is also conducted to ensure that applicants possess the necessary physical skills to perform task unique to a correctional/court services deputy sheriff.
- Continue to offer internships to local criminal justice students to provide them first-hand experience of working in the field of law enforcement.

Sheriff's Office

- Demonstrate compliance and effectively manage certification standards through supervision, training and performance.

Law Enforcement

Provide a safe community through data-driven policing, collaborative regional efforts, and public education initiatives.

- Provide the members of our Office, recognized as our greatest asset, with knowledge, resources, and opportunities to offer the highest level of service.

Improve employee retention

- Develop, propose, and recommend ways to improve compensation plan.
- Identify and implement a process for measuring employee engagement and addressing opportunities for improvement.
- Create and implement process for identifying, analyzing, and addressing reasons for employee separation.

Recruit and hire well-qualified candidates

- Review, enhance, and update recruitment plan.
- Review, enhance, and update hiring process.
- Continue Sheriff Citizens Academy.
- Continue Citizens on Patrol program.

Provide comprehensive and specialized training for all employees

- Continue to improve firearms range.
- Design and implement physical agility course.
- Design and implement K-9 officer training course.
- Identify all ongoing training/certification needs (ERT, CID, Negotiations, etc.) and prepare ongoing plan to ensure that they are met.

Create and implement a comprehensive leadership development program

- Develop and identify resources and training for deputies seeking promotion into supervisory ranks.

Maintain the highest level of professional standard within the Office of the Sheriff.

- Maintain accreditation through the Virginia Law Enforcement Professional Standards Commission (VLEPSC)
- VLEPSC accreditation, with recognized standards, enhances our operations to allow us to provide superior service to the County of Franklin and its citizens.

Sheriff's Office

Establish partnerships with the faith-based community

- Survey the faith based community to identify needs and opportunities for improving service and developing partnerships.
- Establish a Church Watch Program, similar to Business Watch Program, targeting high activity areas.
- Work with Faith Based Communities to talk with parents and children about crime prevention and community safety.

Improve traffic safety throughout Franklin County

- Conduct annual analysis of traffic crashes to include location, temporal factors, and causation.
- Develop crash reduction plans based on high crash locations and primary causation factors, to include impaired driving, speed, and occupant protection.

Establish comprehensive process for preventing and responding to domestic assaults.

- Work with Commonwealth Attorney to enhance prosecution efforts for violent or repeat offenders.

Improve responses to people in crisis

- Develop a plan to improve utilization of CIT-trained personnel.
- Expand the number of personnel receiving CIT training and develop an in-service curriculum to ensure that their skills are maintained.
- Work with local mental health agencies and social services organizations to develop a resource guide for officers responding to persons in crisis.

Enhance school safety

- Continue to work with Franklin County Public Schools to enhance physical security of schools.
- Increase school security with the addition of two School Safety Officers.
- Continue to expand school safety tours by on-duty deputies.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	*Estimated FY-18-19
Calls for service	37,929	38,203	39,045	40,110	44,121

*It is difficult to accurately predict future calls for service. However, based on the increases that have occurred over the past five years, as well as the addition of a major business center and the construction of a gas pipeline, it is not unreal to anticipate an increase of 10% in calls for service.

Sheriff's Office

Strategic Alignment Summary

- Operational effectiveness - Promoted through hiring and retaining employees that provide effective services. Employees are developed through additional training offered by regional academies and other LE agencies.
- Public safety - Maintained by providing necessary equipment, training and vehicles to reduce response times and improve investigative capabilities that align with the projected needs of the citizens of Franklin County.

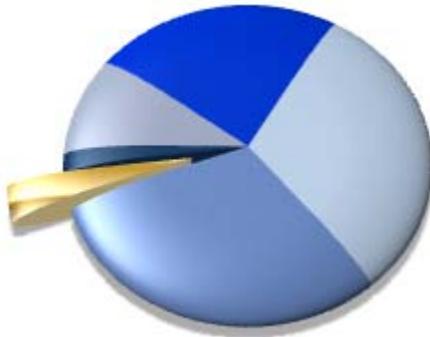
Budget Strategies

Police staffing strategies vary. Political considerations, economic conditions, demographics, leadership goals, crime trends, calls for service (CFS) and community expectations, to one degree or another, have all factored into staffing plans. Accreditation programs strive to promote quality practices in public safety services, primarily by maintaining a body of standards developed by public safety practitioners covering a wide range of contemporary public safety initiatives; establishing and administering an accreditation process; and recognizing professional excellence. The Office of the Sheriff, Franklin County has been accredited by the Virginia Law Enforcement Professional Standards Commission (VLEPSC) since December 4, 2013. The Office of the Sheriff, Franklin County was re-accredited through the Virginia Law Enforcement Professional Standards Commission (VLEPSC) in January 2018.



Building Inspections

Public Safety Expenditure Budget:
\$14,171,376



Expenditure Budget:
\$485,605

4% of Public Safety

<u>Description</u>	<u>Build Inspections Appropriations</u>			
	<u>Actual</u> <u>FY16-17</u>	<u>Budget</u> <u>FY17-18</u>	<u>Adopted</u> <u>FY18-19</u>	<u>Change</u> <u>2018 to 2019</u>
Personnel	419,138	441,020	443,155	0.48%
Operating	30,373	42,450	42,450	0.00%
Total	449,511	483,470	485,605	0.44%



Building Inspections

Mission Statement

The Franklin County Building Inspections Department strives to achieve excellence in all facets of the building permit process through providing timely, efficient and thorough plan reviews and building inspections. We are committed to providing quality services to all citizens through innovation, continuous improvement, determination and excellence in customer service.

Strategic Vision Goal

Provide enhanced training for all staff in the implementation and consistency of the building code application. Continue to develop the department's flexibility for the ever changing construction market.

Department Goals and Objectives

- To revise the permit application process and reduce the time required to complete this process by 20%.
- To review building permit application plans within 5 business days of submittal.
- To review building permit application resubmitted plans within 3 business days of submittal.
- To provide a minimum of 3 educational training opportunities to the contracting community / public related to new USBC requirements.
- To increase the efficiency of performing scheduled inspections by utilizing newer technologies to manage permit files.
- To provide inspectors and staff with additional training opportunities.
- To effectively manage building permit files and reduce the number of undocumented expired files by 30%.
- To present an efficient workplace centered on providing quick and accurate service to the public.
- To consistently apply and enforce the Virginia Uniform Statewide Building Code.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Building plans reviewed	928	921	850	935	975
Building permits issued	1,040	1046	978	1,058	1,058
Building inspections performed	6,573	6,259	5,817	5,652	5,500
Miles traveled	82,272	96,210	83,113	74,612	74,000
Total value of permits	58,673,779	69,253,177	69,253,177	76,119,496	70,046,885

Building Inspections

Strategic Alignment Summary

- Organizational Flexibility.... Strengthening our staff through state and local training opportunities to adapt to the changing demands of the construction industry.
- Lifelong Learning....Staff will utilize and enhance their skills in order to achieve the knowledge necessary for the revised and new building codes enforced.

Budget Strategies

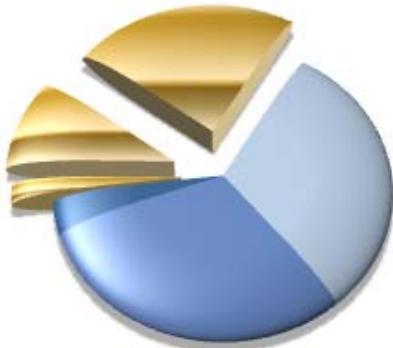
The Building Department continues to improve our educational materials and communication efforts to our various customers, our residents, the general public, agencies and organizations through a variety of print and electronic media. Staff currently uses the latest version of the permitting software to improve inspection programs.

The Department will continue partnering with other County departments in order to maximize our resources to completing projects and tasks. The Department will also continue to utilize the many different skills and talents of our employees in order to achieve our goals.



Public Safety

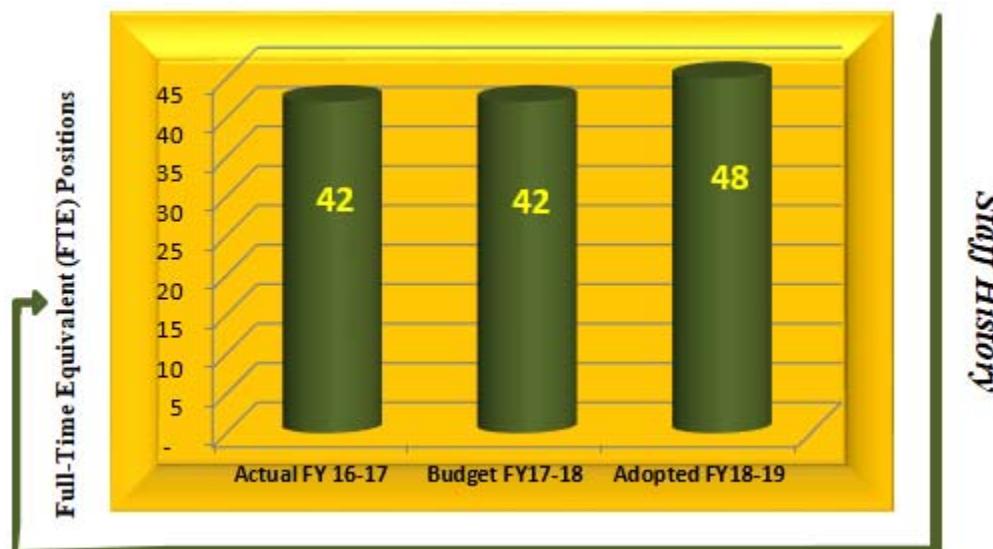
Public Safety Expenditure Budget:
\$14,171,376



 Expenditure Budget:
\$5,016,318

35% of Public Safety

Description	Public Safety and Animal Control Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	2,700,564	2,620,246	3,086,805	17.81%
Operating	2,006,695	2,112,713	1,929,513	-8.67%
Total	4,707,258	4,732,959	5,016,318	5.99%



Public Safety

Mission Statement

Franklin County's Department of Public Safety is dedicated to providing emergency services, to include, but not limited to, Fire, EMS, Animal Control and Emergency Management that are delivered in a timely and efficient manner by well-trained and dedicated career and volunteer professionals.

Strategic Vision Goal

Provide outstanding fire and EMS services to our citizens, visitors and businesses along with superior customer service. Recruit and Retain well qualified volunteers and career staffing.

Department Goals and Objectives

To safely and efficiently provide emergency and related public services that meets the needs of the residents of Franklin County as outlined by the Board of Supervisors.

- Improve emergency medical service responses to all village centers by improving response times and improving system efficiencies with the addition of personnel as needed.
- Improve Public Safety Radio Communications system that provides reliable and effective radio communications for all emergency responders in 95% of all areas of the county.
- Improve Animal Control Services by constructing a new animal shelter facility and implement additional measures that increase animal adoptions.
- Reduce fire losses through public fire safety education, improved fire responses, and increased training opportunities for fire fighters.
- Reduce Fire Fighter injuries through increased training opportunities with emphasis on increased in-service training to active fire fighters.

	FY14-15	FY15-16	FY16-17	FY 17-18	Estimated FY18-19
EMS Calls	6714	6479	7016	6057	6250
Fire Calls	1541	2021	2013	2083	2013
*Fire Loss Value (millions)	2.5M	6.2M	3.75M	2.5 M	2.75M
Civilian Fire Injuries	2	0	0	1	0
Civilian Fire Deaths	0	1	0	3	0
Fire Personnel Injuries	7	5	4	3	4
Fire Personnel Deaths	0	0	0	0	0
Average Response time EMS calls (mins)	11.3	13.2	8.9	9.2	8.9
Average Response time Fire calls (mins)	13.7	12.7	5.7	6.0	5.7

Public Safety

Animal Shelter Live Release Rate (Canine)	95%	95%	91%	92%	93%
Animal Shelter Liver Release Rate (Feline)	73%	10%	58%	80%	80%

Performance Measures

*Fire loss data not collected prior to 2014

Strategic Alignment Summary

- Operational Effectiveness - Recruit and Retain outstanding well qualified volunteers and career staffing.
- Infrastructure - Work to evaluate all fire and EMS stations to maintain them in excellent condition for staffing along with continued evaluation of the need for new stations.

Budget Strategies

- Explore alternate EMS staffing options to address reduced volunteer availability. Add volunteer coordinator position to department to work directly with volunteer agencies to promote recruitment of new providers and retain existing volunteer staff.
- Improve EMS response times to village centers through the addition of career staff to address reduced volunteer EMS availability and to address extended travel distances, thus reducing response times. Apply for federal SAFER grant to increase staffing by 16 full-time positions. SAFER grant will provide 100% funding for additional positions for 24 months. Grant objective is to reduce EMS response times to less than 10 minutes in all village centers by increasing number of available personnel in stations to reduce/eliminate reaction times.
- Promote construction of Fire/EMS station at Commerce Center. Station in this area will reduce improve fire insurance ratings for existing industries and allow for more strategic positioning of existing personnel to provide better coverage to southern communities. This objective when completed will immediately reduce insurance ratings from 10 to a rating of 4 in the industrial park which will result in at least a 50% reduction in fire insurance premiums.
- Work with planners to include a Fire/EMS station at proposed Sink Farm Industrial Park. This will allow career staff to be more strategically located and improve response times to northern communities which will improve insurance rating within the proposed industrial park. Improved insurance ratings will increase the marketability of the property to potential developers by offering reduced fire insurance premiums.

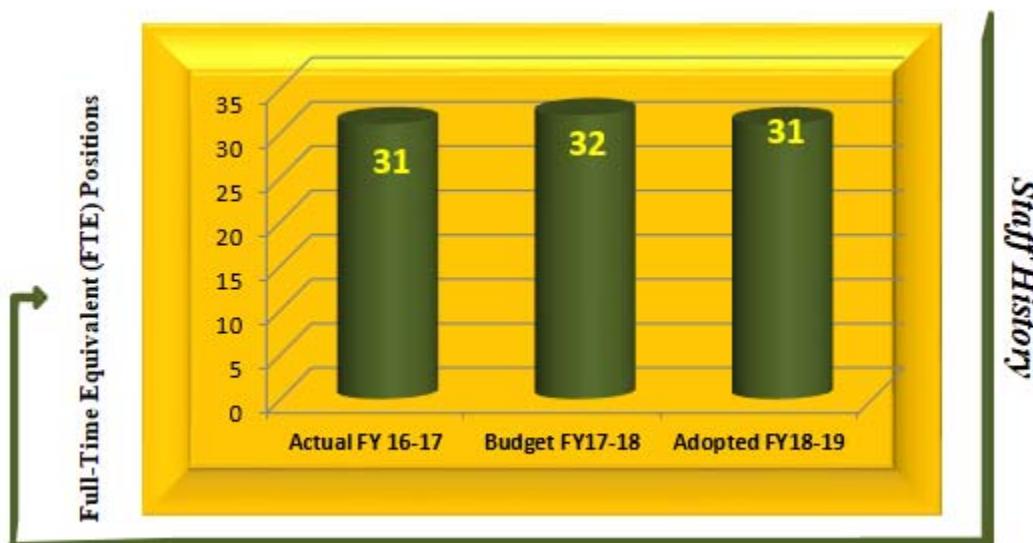
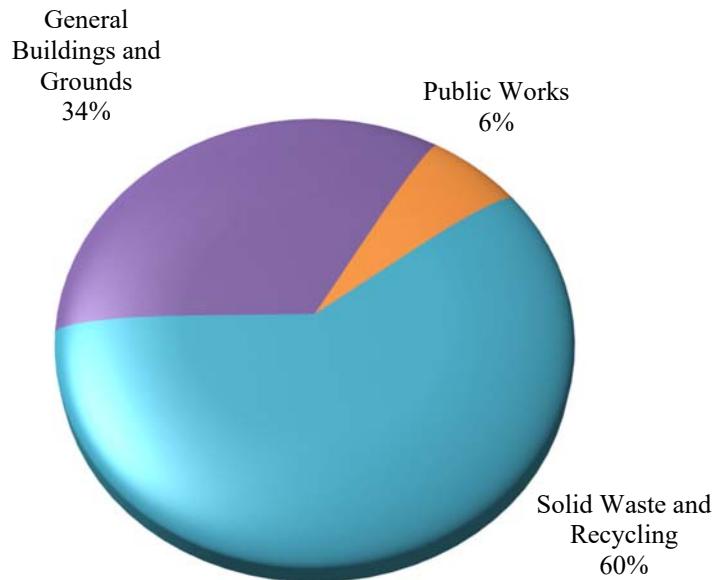
Public Safety

- Improve animal adoption and transfer rates caused by overcrowding by constructing a new animal shelter facility. New facility will have extended hours and increased capacity. New facility will require converting current part-time shelter assistant position to full-time and will require 2 part-time positions to assist with daily feeding and cleaning. Objective will seek to further improve live release rates of both dogs and cats. Project may also have positive impacts Parks & Recreation by improving parking for users of the Larc Field recreation field.
- Utilize Fire Training Coordinator to provide in-service training to all active fire fighters to reduce number of fire fighter injuries by 20% in first year. Increased training will also focus on measures to improve annual fire losses by increasing proficiency of fire suppression tactics.



Public Works

FY 18-19 Adopted Expenditure Budget \$3,922,506



Public Works

Public Works Expenditure Budget:
\$3,922,506



 Expenditure Budget:
\$248,672

6% of Public Works

Description	Public Works Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	215,199	261,797	228,942	-12.55%
Operating	11,973	19,730	19,730	0.00%
Total	227,172	281,527	248,672	-11.67%



Public Works

Mission Statement

The Franklin County Public Works Department strives to insure that public tax dollars are spent most efficiently in the construction and maintenance of the County's infrastructure responsibilities. These areas of responsibility include solid waste collection and disposal, public water and sewer planning and construction, and Miss Utility oversight for county utilities.

Strategic Vision Goal

Public Works staff will work to build public confidence that their tax dollars are being used most efficiently by providing necessary public services..

Department Goals and Objectives

- The Public Works Department will continue to daily monitor the landfill Corrective Action Pump and Treat facility to prevent any contaminated discharges.
- We will continue our monthly and quarterly monitoring reports to the DEQ on environmental conditions at the landfill.
- We will continue completing all groundwater sampling and subsequent support documents for both landfill permits.
- We will continue training and educating landfill personnel to keep in compliance with state licensing regulations.
- We will continue to complete the extra grading work required to maximize the life span of the old landfill.
- We will continue working on converting our inefficient greenbox sites to manned compactor collection sites.
- We will continue to work with Western Virginia Water Authority to pursue public water improvements in the Union Hall area which may include development of a new tank site.
- We will continue to monitor daily the sewage treatment plant and water supply facility in the Commerce Park.
- We will read the associated meters for those utilities monthly to generate their billing.
- We will continue to strive for no damage to County facilities through conscientious Miss Utility work.
- We will continue giving our construction experience insight to the new business park and Smith Farm.
- We are now flying the County drone in support of many county projects. The drone has been in the air 26% of work days since its first flight.
- Prepare the 5 Year Solid Waste Management Plan per state law saving \$10,000 of consultant fees.
- Prepare the 5 year county Hydro report per state law for the DEQ.
- Prepare the Landfill Underdrain sampling document for the DEQ saving \$7000 of consultant fees.

Public Works

Performance Measures

	FY 14-15	FY 15-16	FY16-17	FY 17-18	Proposed FY 18-19
Pump and Treat System Evaluation report	4	4	4	4	4
VPDES Industrial Discharge permit reports	13	13	12	12	12
Semiannual landfill groundwater sampling nodes	72	72	72	72	72
Pump and treat extraction well cycle counters read monthly	18	18	18	18	18
Miss Utility tickets processed	28	34	35	35	30
VPDES Stormwater Permits renewed for county properties			2	1	1
Construction projects supervised	3	7	8	8	6
Air Pollution and landfill gas permits updated				3	
Collection sites completed				4	6
Drone flight requests				68	100

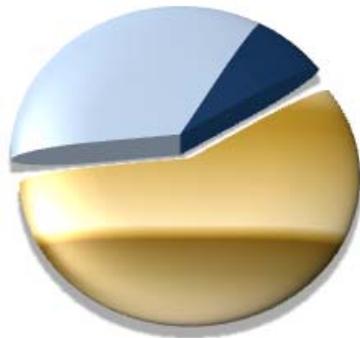
Budget Strategies

With a department of only 3 people Public Works strives to save the County money by using their construction and management expertise to minimize the need for consultants to look after and design county projects.



Solid Waste and Recycling

Public Works Expenditure Budget:
\$3,922,506



 Expenditure Budget:
\$2,357,377

60% of Public Works

Description	<u>Solid Waste Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	1,003,539	1,145,031	1,370,717	19.71%
Operating	854,659	942,313	986,660	4.71%
Total	1,858,199	2,087,344	2,357,377	12.94%



Solid Waste and Recycling

Mission Statement

The Franklin County Solid Waste and Recycling Department strives to collect and dispose of the County's solid waste in a safe, efficient and organized manner while complying with all regulations pertaining to this endeavor.

Strategic Vision Goal

To be a leader in the development, implementation, and maintenance of innovative and sustainable waste reduction, recycling and collection services within and engaged County.

Department Goals and Objectives

Solid Waste Collections:

- Provide timely pick-up service on the 67 solid waste collection sites
- Operate trucks in a safe manner
- Operate trucks properly to minimize fuel and repair expense
- Keep sites clean and well maintained to provide the residents a clean, safe place to dispose of solid waste
- Interact with the public courteously and safely on the road and at the sites.
- Keep the morale high in our great group of dedicated drivers so we have good employee retention.
- Help work towards completing the new compactor collection site system.
- Continue to try to make recycling a financially viable alternative.

Solid Waste Disposal:

- Provide a landfill disposal area accessible for use 365 days a year.
- Provide a landfill disposal area accessible by the public during published hours.
- Meet all regulations for monitoring and reporting on incoming waste, groundwater, stormwater, air pollution, recycling, operations, and gas emissions.
- Continue with the daily grading operations to stay ahead of future grading requirements to keep these expenses in house.
- Provide the public that pays to use the landfill with an efficient, straight forward billing system.
- Keep leachate tanks at safe levels by hauling leachate to approved dumping site.
- Continue to recycle material out of the waste stream to save landfill space and generate additional revenue.

Landfill Shop:

- Provide quality maintenance on collection trucks and landfill heavy equipment to minimize downtime and repair expense.
- Continually shop for the best buys on tires, oil, filters and other supplies to spend tax dollars responsibly while still meeting DOT operational and safety standards.

Solid Waste and Recycling

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Proposed FY 18-19
Tons of trash received	47,027	49,142	49,247	52,363	54,000
Tons of mulch recycled	2,158	1,057	1,366	2,427 Grinding now	3,000
Tons of other recyclables	625	733	825	854	1,000
Gallons of leachate hauled	2,727,709	1,837,520	2,261,702	2,902,962	3,500,000

Strategic Alignment Summary Handle Franklin County solid waste in the most efficient and environmentally safe methods while trying to take care of our dedicated employees.

Budget Strategies

Franklin County provides solid waste collection and landfill disposal services for its citizens, businesses and industries. Currently the County staff works seven days a week including all holidays to collect and dispose the solid waste placed in its boxes at its 67 sites. The landfill receives the County's public, commercial and industrial solid waste, and properly landfills it on a daily basis. The Department of Environmental Quality regulates the landfill under 2 state issued permits. Permit #72 for the old landfill and permit #577 for the new landfill. In the summer and fall of 2012 the County built the first of six state of the art synthetically lined cells under the new permit #577 to dispose of solid waste for Franklin County. In the summer of 2017 the second of the six new cells was constructed and the County received a permit amendment to go deeper in the ground with the waste to increase landfill life expectancy. At current disposal volume rates, the six new cells of the landfill should have 45 - 50 years of disposal life. The first new cell was put into service mid August of 2013. We have used approximately one half of the four years of airspace in the new cell and in November 2015 we temporarily sealed the new cell off and moved back to the backside of old landfill #72. Waste was disposed in #72 until October 2017, when we began using the newly constructed #577 Cell 2. The move back to the new landfill will allow us to bring the grade of New Cell 2 and the remaining grade of New Cell 1 up at the same time which will help the landfill operate in a more efficient manner. Permit # 72 by current law must be capped and closed by June 2021 but still has about two months of airspace left that we will fill at our discretion. County staff using County equipment excavated 250,000 cubic yards of material to begin construction the New Cell 2. This work was done during regular business hours and saved the County taxpayers approximately \$850,000 compared to contracting this work to outsiders.

Both Permit #72 and Permit #577 are required to have a series of groundwater monitoring wells. Permit #72 has 25 and Permit #577 currently has 8. All of these wells are sampled for contaminants semi annually. Adjoining property springs, wells and creeks are also sampled. This sampling requires approximately 10 days each year and is performed by county staff saving tens of thousands of dollars in contractor and consultant services annually. Permit #72 is currently under a DEQ Corrective Action Plan for impacted groundwater. The corrective action is a series of 18 extraction wells that were installed in the contaminated groundwater plume. These wells

Solid Waste and Recycling

were designed to collect the water in this contaminated plume and send it to an air stripper treatment facility to remove the contaminants. This system works very well but requires daily monitoring, monthly sampling, and quarterly reports to the DEQ. This work is performed by County staff.

Both chargeable tons and total tons across the scale increased from the previous year at a little over 19,905 tons and a little over 52,000 tons. These are down from highs of 23,819 chargeable tons and 53,302 total tons in FY 12-13. Both landfills continue to get quarterly good compliance inspections from the DEQ. 2,904,903 million gallons of leachate were hauled from the landfill leachate collection system to the Town of Rocky Mount wastewater treatment plant.

In February 2015 the Board of Supervisors approved the change from the inefficient unmanned greenbox system currently in place to manned collection sites with compactors and specific hours of operation. This move is being made to improve the traffic safety, the collection efficiency, the upward spiraling collection costs, and the control of what is being disposed of in the landfill. This project will take several years to be phased in and should be completed with funds on hand and no tax increase. One of the long term benefits should be a significant money savings to Franklin County residents. The four rolloff trucks necessary for the collection sites have been purchased. The Hardy, Lakewatch, Scruggs, and Burnt Chimney sites are up and running. Grading, fence work, and concrete work have been completed at Ferrum, Waid Park, Boones Mill, Webster, and Fork Mountain. Fork Mountain, Webster and Boones Mill will be brought on line during the summer of 2018. Compactors are installed at all eight outlying schools and the 4-H center.

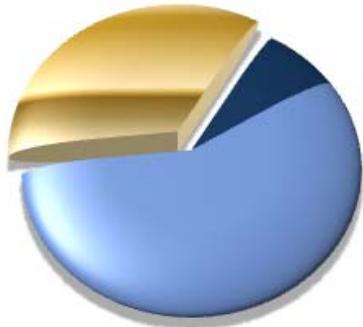
Recycling continues to struggle financially as commodity prices remain extremely low. Scrap steel is at \$160 per ton. Our metal can recyclables are bringing in 3-4 cents per pound which does not cover the expense of the collection boxes, truck, labor and fuel to collect them. We collect an average of 4,200 pounds of cans per month. It takes the driver a complete day to collect the cans and take them to a recycler. The resulting \$150-200 will not pay the driver salary, benefits, truck expense and fuel. Franklin County's Solid waste staff recycled 3,281 tons of materials in 2017. The bulk of this tonnage was in the 2,427 tons of brush we received and paid to have mulched and in the 281 tons of tires we received and paid \$27,317 to be sent to a processing facility. The recycling program does save landfill space but it continues to be funded with tax revenue.

The scalehouse attendants continue to monitor all traffic into the landfill. They track the waste stream and categorize it into the various ledger items that we compile for our DEQ reports. They perform load inspections on 10% of the loads per our DEQ permit. They prepare all of the solid waste accounts payable and accounts receivable billings each month.



General Properties

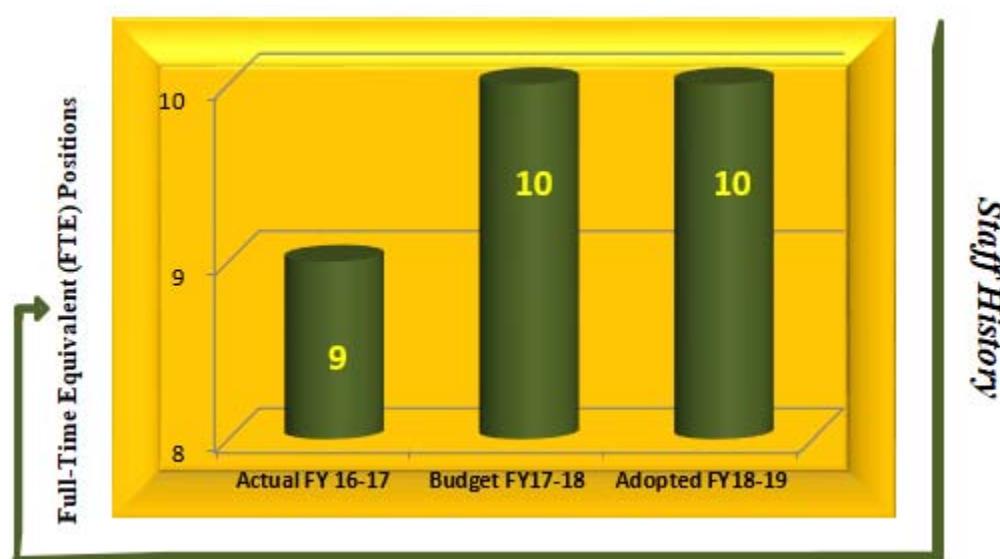
Public Works Expenditure Budget:
\$3,922,506



 Expenditure Budget:
\$1,316,457,

34% of Public Works

Description	<u>General Properties Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	461,264	479,548	521,205	8.69%
Operating	671,459	795,252	795,252	0.00%
Total	1,132,724	1,274,800	1,316,457	3.27%



General Properties

Mission Statement

General Properties mission is to provide timely and cost effective maintenance on the building and properties which are owned and operated by Franklin County. We take pride in our facilities, placing emphasis on public and employee safety.

Strategic Vision Goal

Provide superior and cost effective infrastructure improvements and maintenance in collaboration with other County Departments which will ultimately provide safe public environments that will benefit the taxpayers of Franklin County.

Department Goals and Objectives

Provide maintenance, cleaning, and repairs efficiently, and promptly to minimize disruption in all facility work environments.

- Meet 98% of the day-to-day demands of maintaining properties.
- Respond to requests for maintenance within 24 hours of receiving the call.
- Provide ongoing management of the County physical plant.
- Coordinate/manage all ongoing special projects to promote the development of Franklin County.
- Focus on space needs/coordinate short term moves, renovations.
- Continue to work with other departments on special projects.
- Assure ongoing compliance issues (underground storage, elevators, boiler inspections, SDS, ADA, etc.
- Continue to manage surplus property/vehicles.
- Continue to manage "Fleet Vehicles."
- Improve vehicle maintenance records.

Improve "tracking" of maintenance calls, responses and all maintenance records.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Average response time for maintenance	20 minutes	20 minutes	20 minutes	20 minutes	20 minutes

Strategic Alignment Summary

- Infrastructure...Continue to improve and maintain County properties and monitor potentially large expenses for our aging facilities.
- Financial Stability...Continue to find the best pricing for janitorial and maintenance supplies in order to prevent financial waste and overspending.

General Properties

Budget Strategies

Facilities Management

Facilities Management's strategy for the coming year is to try to maintain our facilities with the funds that we have been allotted. Although some expenses are non-negotiable, such as elevator inspections and other mandated safety inspections, our goal is to stay within our budget as much as possible. However, that said, we do have some buildings which are beginning to show signs of age and some repairs can be quite costly as equipment and materials continue to increase in cost each year.

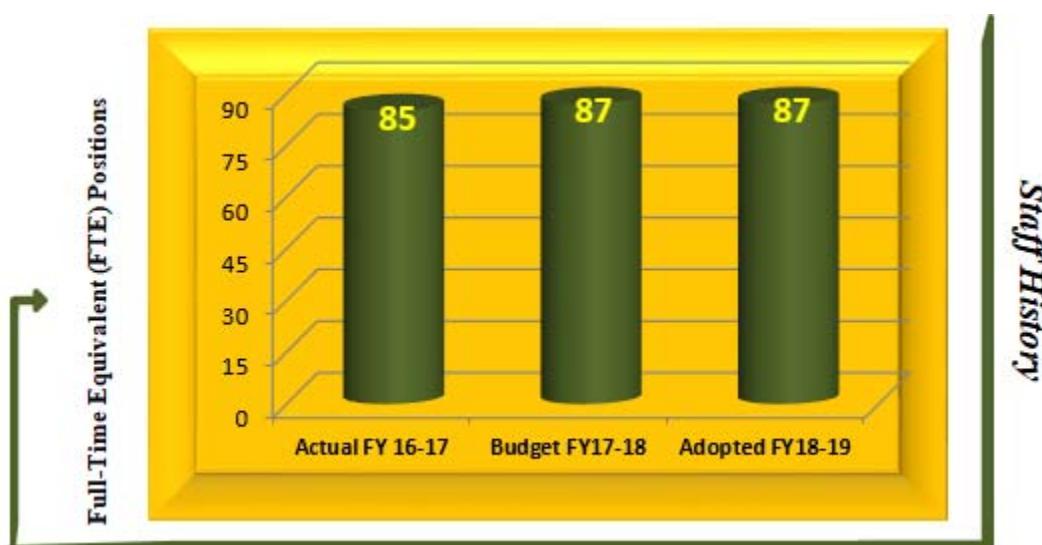
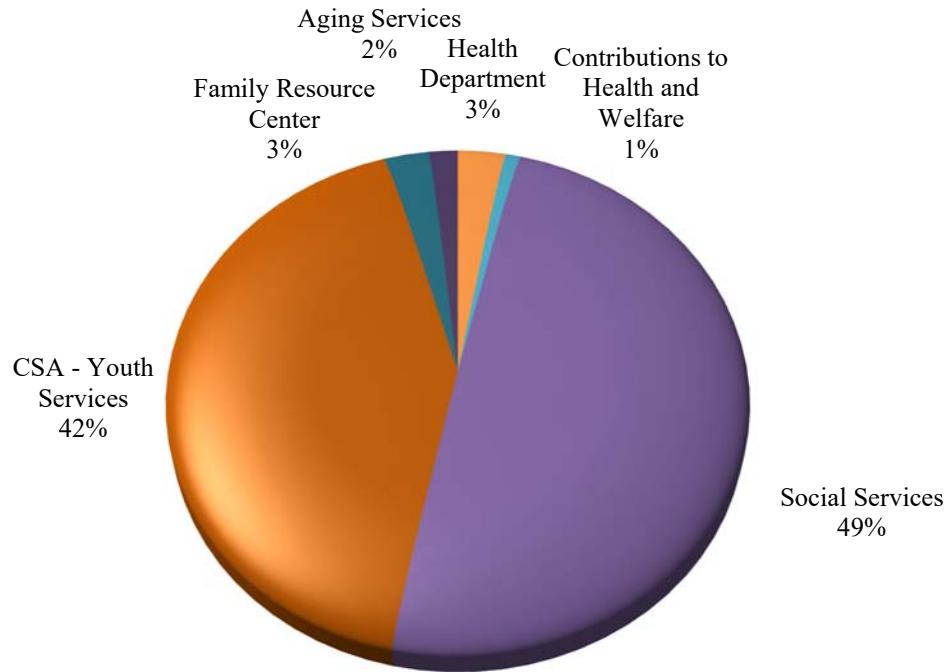
Custodial

Our department continues to be diligent in obtaining the best price for housekeeping and paper supplies while maintaining quality. We receive competitive quotes for janitorial products that we purchase on a regular basis.



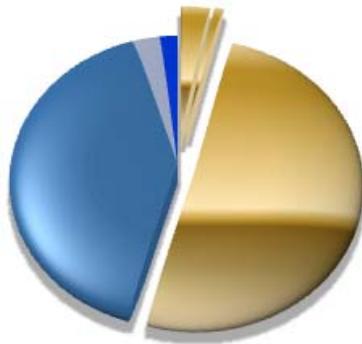
Health and Welfare

FY 18-19 Adopted Expenditure Budget \$13,052,150



Social Services

Health and Welfare Expenditure Budget:
\$13,052,150



Expenditure Budget:
\$6,478,149

53% of Health and Welfare

Description	Social Services Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	3,139,413	3,587,528	3,686,797	2.77%
Operating	3,325,149	3,107,909	2,791,352	-10.19%
Total	6,464,561	6,695,437	6,478,149	-3.25%



Social Services

Mission Statement

Protect the vulnerable, promote self-sufficiency or maximum economic independence, and prevent negative social outcomes for the residents of Franklin County.

Strategic Vision Goal

Explore long-term solutions that bring employees together who are located in multiple work sites to provide the best external and internal customer service and maximize agency resources.

Department Goals and Objectives

Public Assistance Programs

Administer all public assistance programs in accordance with Federal and State requirements

- Determine eligibility for Supplemental Nutrition Assistance Program (SNAP), Auxiliary Grants, Medical Assistance Programs, Temporary Assistance to Needy Families (TANF), and Energy Assistance programs within established guidelines.
- Increase the number of benefit application submitted online via the CommonHelp website

Family Services

Promote and support the development of healthy families and protect children and adults from abuse and neglect

- Provide a safe and stable placement for children through Foster Care placement until the issues that made placement outside the home necessary are resolved
- Provide another permanent home through adoption or legal custody by a relative when a child cannot return home

Engage families in services to enhance their quality of life and to develop natural supports by insuring the safety, permanency and well-being of its children

Receive reports of abuse and neglect; conduct investigations to determine the validity of CPS reports; and provide services that enhance child safety and prevent further abuse and neglect to families and children within mandated state and federal timelines

Deliver services to elderly and incapacitated adults that promote independence and stability in the least restrictive environment

- Provide information and referrals to community resources to meet emergency needs.
- Promote economic independence with support for employment, education, and training

Assess employment strengths and needs, eliminate barriers, and provide resources for employment through the Virginia Initiative for Employment Not Welfare (VIEW) program

- Assess family need and facilitate affordable, quality child care services that are support the goal of family self-sufficiency

Organizational Structure

Maximize department efficiency and effectiveness.

Social Services

- Maintain a skilled, trained professional workforce.
- Implement and foster an effective organizational structure.
- Consolidate the existing three offices into one main location that is convenient for customers

Community Support

Collaborate with community resources to meet community needs and educate citizens

- Provide opportunities for educating and informing citizens about social services programs
- Support the Children's Services Act (CSA) process by serving on the Community Policy and Management Team (CPMT) and Family Assessment and Planning Teams (FAPT) to provide family centered, community based, cost-effective services

Performance Measures

	State/ Federal Goal	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Eligibility for Medicaid determined timely	97%	79.84%	97%	96.5%	93.6%	95%
Eligibility for SNAP determined timely	97%	97.87%	97%	99.1 %	98.3	99%
Eligibility for TANF determined timely	97%	100%	100%	100 %	100%	100%
Percent of VIEW recipients in Employment	50%	43.48%	55%	55%	59.4%	55%
Foster Care children discharged to reunification within 12 months of their removal	75.2%	55%	75.2%	77.8	68.2%	75%
Children who were discharged to adoption in within 24 months of the removal date	36.6%	27.3%	45.75%	21.4%	9.1%	20%

Social Services

Strategic Alignment Summary

- Operational Effectiveness - Explore or act upon opportunities to have one unified building for DSS.
- Financial Stability - Maximize State and Federal reimbursement to limit the use of local money.

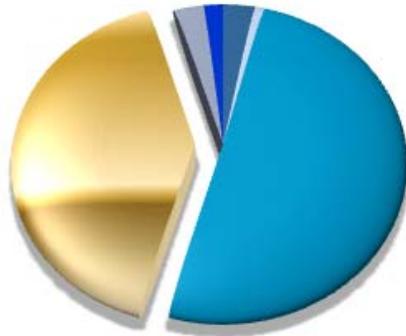
Budget Strategies

The Department of Social Services primary goal is to provide a high level of customer service while administering all departmental programs in compliance with federal and state laws/regulations/guidelines. The Department will maximize state and federal reimbursements and limit the usage of local funds. The Department will utilize available federal and state funding effectively in order to promote self-sufficiency, safety and stability of individuals and families. The Department will use due diligence to identify and investigate fraudulent activities and collect reimbursements related to overpayments, which will result in cost savings as well as provide additional administrative funding to the locality.



C. S. A. Office

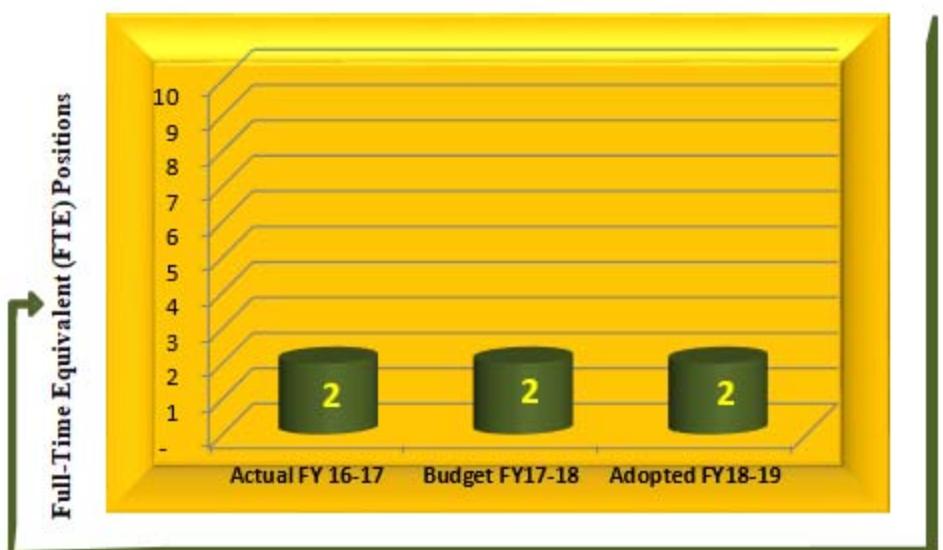
Health and Welfare Expenditure Budget:
\$13,052,150



Expenditure Budget:
\$5,509,843

42% of Health and Welfare

Description	<u>CSA Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	113,045	112,650	120,305	6.80%
Operating	5,212,201	4,912,711	5,389,538	9.71%
Total	5,325,245	5,025,361	5,509,843	9.64%



C. S. A. Office

Mission Statement

The Children's Services Act (C.S.A.) is Virginia law 2.2-5211 designed to help at-risk youth. State and local agencies, parents and private service providers work together to plan and provide services to troubled youths and their families. In each community, the local Community Policy and Management Team decide how these funds should be spent.

Strategic Vision Goal

The Franklin County Children's Services Act Program seeks to ensure that all Franklin County citizens can be self-sufficient and provide opportunities for citizens to better themselves and improve mental, physical, and emotional health to increase quality of life.

Department Goals and Objectives

- Enhance Families ability to become safe and self sufficient thereby reducing the economic and social impact of dysfunctional families on the County.
 - Review all C.S.A. cases every quarter and develop appropriate service plans to provide services to children and families in the least restrictive and least expensive setting possible.
 - Maintain the C.S.A. database to improve C.S.A. reporting requirements and use the C.S.A. database to develop reports to assist the Family Assessment and Planning Team and Community Policy Management Team.
 - Research ideas to improve fiscal awareness among departments and agencies accessing the program, implement helpful approaches.
 - Reduce the utilization of out-of-home placements to serve the C.S.A. population and increase the utilization of community-based services to prevent out of home placements.
 - Reduce the number of children entering D.S.S. custody for reasons other than abuse and neglect to access the mandated funding system.

Performance Measures

	FY14-15	FY15-16	FY16-17	FY17-18	Estimated FY18-19
Case Load – Number of Children	306	297	294	366	375
Percentage of CSA foster children screened for Medicaid eligibility and Title IVE eligibility	100%	100%	100%	100%	100%
Number of children in Foster Care	90	93	83	83	80
Avg. Length Of Stay Group Home & Residential	211	189	126	126	126

C. S. A. Office

Number of Group Home & Residential Placements	74	35	52	52	50
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Strategic Alignment Summary

- Lifelong Learning – Identifying needs, developing and delivering services for children and youth who are at risk of developing behavioral and/or emotional problems.

Budget Strategies

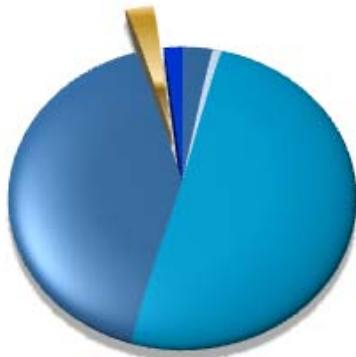
Reduce the utilization of out-of-home placement services to serve the C.S.A. population and increase the utilization of community-based services to prevent out of home placements.

The CSA caseload continues to be very volatile. Overall, program expenditures and number of clients served are increasing.



Family Resource Center

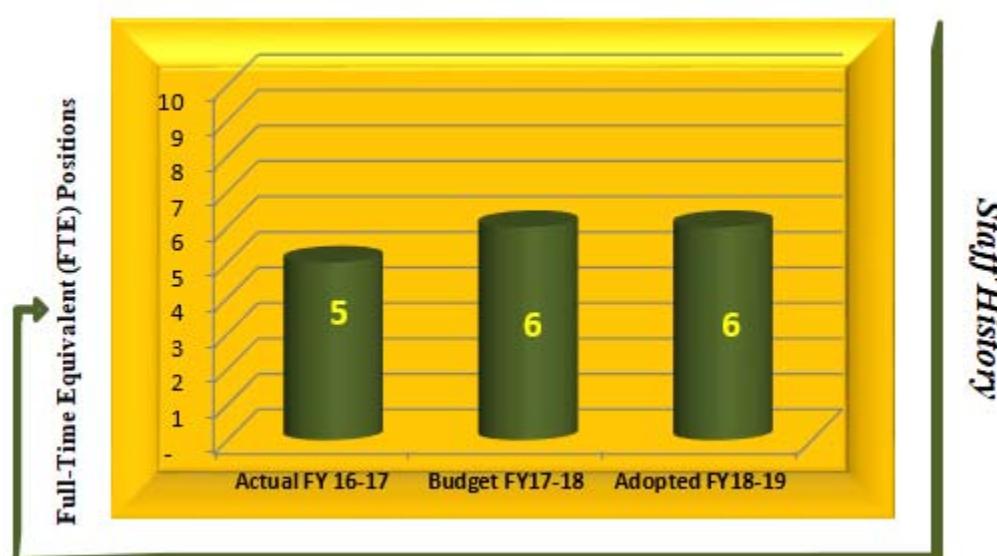
Health and Welfare Expenditure Budget:
\$13,052,150



 Expenditure Budget:
\$352,124

3% of Health and Welfare

<u>Description</u>	<u>Family Resource Center Appropriations</u>			<u>Change</u> <u>2018 to 2019</u>
	<u>Actual</u> <u>FY16-17</u>	<u>Budget</u> <u>FY17-18</u>	<u>Adopted</u> <u>FY18-19</u>	
Personnel	299,984	312,443	294,952	-5.60%
Operating	41,724	33,481	57,172	70.76%
Total	341,707	345,924	352,124	1.79%



Family Resource Center

Mission Statement

To promote safe and healthy living environments for Franklin County families in crisis who are victims of domestic violence.

Strategic Vision Goal

To provide superior training for staff and other agencies as well as the public to help bring continued awareness of domestic violence to the community.

Department Goals and Objectives

- To maintain a state accredited domestic violence program through successful application of said accreditation every 2nd year of a 3 year accredited period.
- To ensure all staff continues to develop and/or strengthen knowledge through continued training as needed in the area of domestic violence issues.
- To continue to seek out ongoing public awareness and outreach opportunities in order to reach the underserved population in our County.
- To continue with the reorganization of our Department as to provide services which are most beneficial to the clientele we serve.

Performance Measures

	FY14-15	FY15-16	FY16-17	FY 17-18	Estimated FY 18-19
Calls for DV shelter program only	146	201	191	200	200
Shelter clients	49	32	63	*67	75

**We have had an increase this fiscal year in clients, and we expect that number to continue to increase with the implementation of the Lethality Assessment Protocol as more of our community learns of our services.*

Strategic Alignment Summary

- Financial Stability: Administer all departmental programs in compliance with federal and state grant policies and maximize our reimbursement from those funds.
- Lifelong Learning: Continue building upon our in house training programs for staff as well as taking advantage of state offered training that will aid in assisting staff in meeting the challenges of more complex and ever-changing programs.

Budget Strategies

We will continue to administer all departmental programs in compliance with federal and state confidentiality policies with our services law/regulations/guidelines, maximizing state reimbursement, and limiting the use of local dollars to the extent possible.

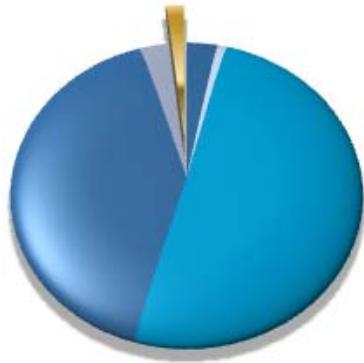
Family Resource Center

We will utilize available state funding effectively in order to promote self sufficiency and the safety and stability of individuals and families in crisis due to domestic violence.



Aging Services

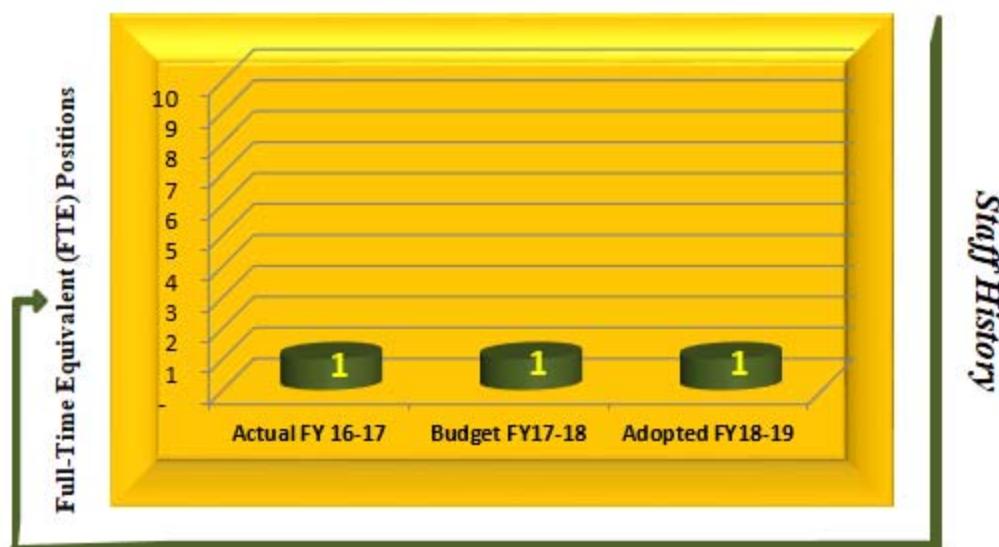
Health and Welfare Expenditure Budget:
\$13,052,150



Expenditure Budget:
\$224,417

2% of Health and Welfare

Description	Aging Services Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	157,582	174,496	174,763	0.15%
Operating	26,940	49,654	49,654	0.00%
Total	184,522	224,150	224,417	0.12%



Aging Services

Mission Statement

The Office of Aging provides services so that residents can continue to lead independent, meaningful and dignified lives as they age.

Strategic Vision Goal

To anticipate the needs of our County's elderly population by providing lifelong learning through educational and recreational activities and meeting the daily demands through reliable and safe transportation.

Department Goals and Objectives

Recreation: Provide programs, classes, and activities that promote the health and well being of seniors.

- Continue efforts to educate and inform citizens about the County's Aging services program through advertising and publications.
- Evaluate the success rate and life cycle of existing programs and make modifications to improve cost recovery and expand customer base on a quarterly bases.
- Continue to work toward 100% self-sustainability for direct costs.
- Offer a minimum of 10% new programs/activities that meet trends and growing recreational demands.

Transportation: Provide medical transportation for qualifying seniors that is both customer friendly and efficient.

- Provide regular training for drivers to upgrade knowledge of ADA rules and regulations.
- Continue to seek and obtain grants for transportation and vehicle maintenance/replacement.
- Continue to seek gains in efficiency so as to serve more clients within the same budget constraints.

Administration: Provide oversight for services to ensure that they best meet the needs of the community.

- Work with the Aging Services Advisory Commission to ensure that senior needs are best being met with the resources available.
- Track and report data in a timely manner to the Southern Area Agency on Aging.
- Manage funds so that the budget stays within projections.

Performance Measures

	FY14-15	FY15-16	FY16-17	FY17-18	Estimated FY18-19
Number of persons served (transportation and recreation)	5,348	8,228	7,109	8,100	8,200

Aging Services

Number of one way trips	4,041	4,437	3,954	3,408	3,700
Mileage driven transporting seniors	75,047	63,309	49,395	45,529	48,000
Number of recreational activities	462	535	653	800	850

Strategic Alignment Summary

- **Managed Growth:** Anticipate demographic changes, particularly growth in senior citizens by providing access to daily needs such as transportation to medical appointments.
- **Lifelong Learning:** Provide quality of life recreational and educational activities for the senior population.
- **Economic Development:** Work with Economic and Tourism staff to help promote the County as a welcoming place for seniors to retire.

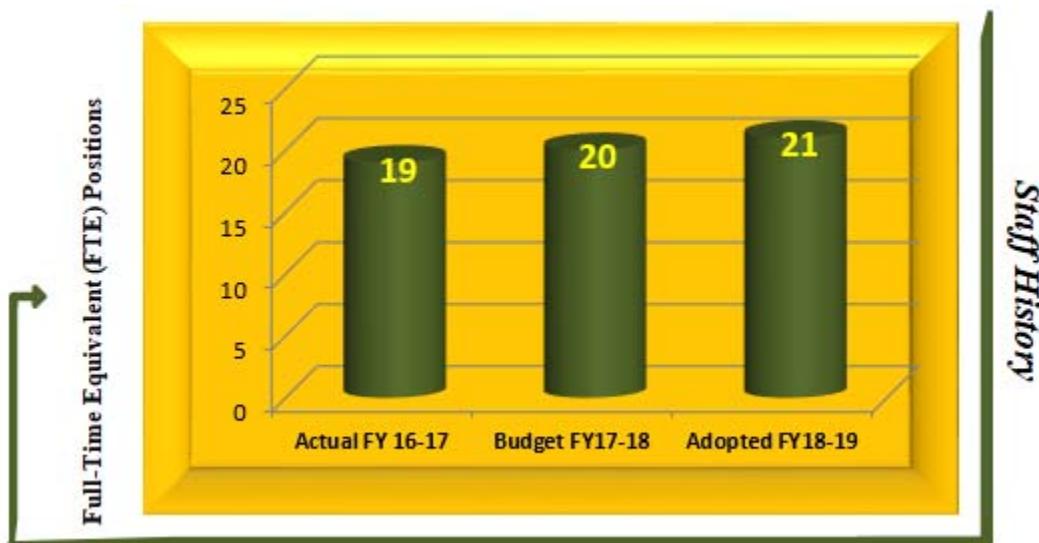
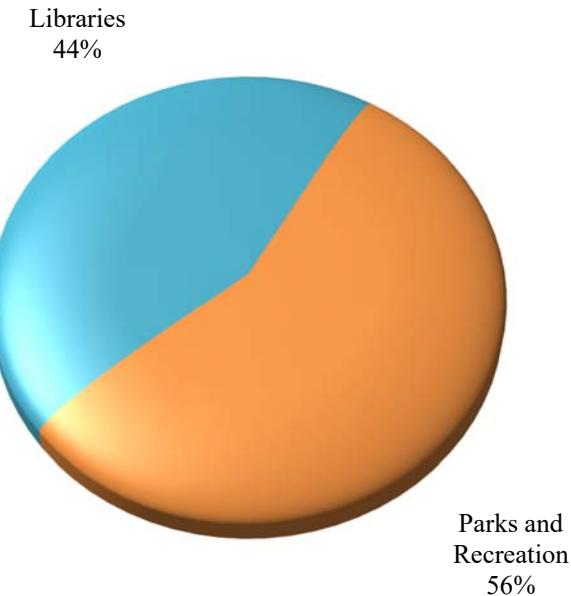
Budget Strategies

The Office of Aging Services' primary budget strategy is to offer affordable programs that best meet the demands of Franklin County's aging population. Aging Services has greatly increased efficiencies over the past few years by closer oversight and management of medical transportation. By combining and better scheduling of medical appointments, Aging Services has been able to serve more people with few miles and trips. The addition of the Essig Recreation Center has greatly enabled Aging Services to provide more recreational programs and reach more people. Aging Services will continue to work with state, regional and local agencies to gain assistance in the form of grants, donations, and in-kind support.



Parks, Recreation and Cultural

FY 18-19 Adopted Expenditure Budget \$2,234,732



Parks and Recreation

Parks, Recreation and Cultural Expenditure Budget:
\$2,234,732



Expenditure Budget:
\$1,250,155

56% of Parks, Rec., and Cultural

Description	Parks and Recreation Appropriations			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	638,702	692,004	727,824	5.18%
Operating	409,648	433,936	522,331	20.37%
Total	1,048,350	1,125,940	1,250,155	11.03%



Parks and Recreation

Mission Statement

The Franklin County Parks and Recreation Department provides quality recreational activities, public parks and recreational facilities to enhance the quality of life for Franklin County residents and visitors.

Strategic Vision Goal

The Franklin County Parks and Recreation Department strives to provide services that improve our resident's quality of life and attracts new businesses, residents and visitors.

Department Goals and Objectives

Athletics: To provide organized recreation level sports leagues for Franklin County residents that promote sportsmanship, physical fitness, teamwork, and skill development.

- Provide fourteen youth team sports each year.
- Increase overall participation by 2% each year.
- Ensure that participation is evenly distributed across the county.
- Distinguish and promote recreational youth sports for its benefits (community organized, all-play, and sportsmanship focused).
- Provide new activities and programs that promote and recognize sportsmanship and teamwork.

Community Recreation: To provide recreational programs and classes that promotes fitness, personal enrichment, and life skills.

- Provide over 200 activities each year for a variety of ages, abilities and interests (arts, fitness/wellness, life skills, nature/science, and seniors).
- Evaluate the success rate and life cycle of existing programs and make modifications to improve cost recovery and expand customer base on a quarterly bases.
- Continue to work toward 100% self-sustainability for direct costs.
- Offer a minimum of 10% new programs/activities that meet trends and growing recreational demands.

Events: To provide special events that promotes vibrant communities and showcase Franklin County for economic development.

- Develop and work toward cost recovery targets for each event type (public service, individual competition, youth activity).
- Explore opportunities to partner with other community organizers to add additional events to our present line-up.
- Continue to work with Economic Development to develop and promote events.
- Play a supportive roll in collaborative events (Antique Farm Days, Independence Day Festival, Come Home to a FC Christmas, etc.)

Parks and Recreation

Outdoor Recreation: To provide outdoor recreational opportunities that promotes vibrant communities and showcase Franklin County for economic development.

- Explore opportunities to partner with other corporate sponsors (local and national) to add additional activities/services/events to our present line-up.
- Provide a variety of activities each year for all ages, abilities and interests with a focus on trails and water sports.
- Work with economic development initiatives to develop and promote Franklin County as an outdoor recreation destination.
- Work towards 100% self-sustainability for direct costs.

Essig Recreation Center: To provide a venue for indoor recreational programming that is clean, safe and welcoming for all residents and visitors.

- Work towards financial program self-sustainability by recovering 100% of direct cost quarterly.
- Maintain a facility that is consistently clean and inviting with little to no customer complaints.
- Provide programs and services for a variety of ages, interests, and abilities.
- Provide an even distribution of programming during all operation.

Smith Mountain Lake Community Park Beach: To provide public access to Smith Mountain Lake and a swimming area that is clean, safe, accessible, and welcoming for all residents and visitors.

- Provide lifeguard overseen swimming from Memorial Day to Labor Day (when school is not in session).
- Explore and provide additional amenities to improve the visitor experience such as shade structures, SUP board rentals, volley ball nets, etc.
- Provide a recreational site that is maintained to a high level whereas little to no customer complaints are received regarding staff or the facility.

Administration: Provide internal and external customer service that is efficient, timely, accurate and easily accessible.

- Provide quality customer service that responds to inquiries and requests in a timely manner.
- Provide registration services that are easily accessible for customers.
- Submit all internal reports and documents on or before established deadlines.
- Plan and track funds so as to stay within budget projections.
- Create a healthy and productive work environment for employees.

Parks and Recreation

Park and Grounds Maintenance: Provide safe, attractive, and well-maintained grounds, landscaping, and outdoor structures at park sites.

- Support maintenance requirements for approved capital improvement projects.
- Provide grounds maintenance for Summit View business park and recreational area so as to serve the community and support economic development initiatives.
- Maintain an inventory for all grounds and facilities.
- Develop and implement maintenance plans for the routine and long-term care of all grounds and facilities based on established standards.
- Maintain a basketball court, five boat launches, five concession stands, a disc golf course, two fishing piers, over twenty miles of trail, seven playgrounds, seven shelters, a skate park, six tennis courts, a campground, and seventeen restrooms.
- Evaluate the efficiency and effectiveness of all work performed.

Turf and Athletic Field Maintenance: Provided safe and playable athletic fields for all sport leagues.

- Maintain communications with all athletic field user groups to determine the appropriate repairs and facility improvements to support their programs.
- Identify annual field renovation repairs by conducting post-season field inspections for each athletic field and include user comments.
- Manage fifteen athletic fields (six diamonds and nine rectangular) so that they are safe and encourage play.
- Manage the open space turf at eleven different park sites.

Park Management and Planning: Develop, recommend, and manage improvement projects that sustain and enhance the appearance of park facilities and other county properties.

- Manage Capital Improvement Projects as allocated.
- Manage volunteer community service programs for park improvements.
- Identify needs and deficiencies in County parks, park facilities and amenities.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Youth Athletic Registration	3,624	3,786	3,862	3,751	3,800
Athletic Volunteer Coaches	558	585	626	600	600

Parks and Recreation

Number of Games Played	1,493	1,513	1,526	1,638	1650
Community Recreation Attendance	3,670	6,569	7,406	7,929	8,000
Community Programs Offered	205	201	203	160	190
Community Success Rate	76%	73%	75%	80%	80%
Shelter Reservations	226	307	366	315	300
Beach Attendance	11,179	11,179	13,528	13,434	13,500

Strategic Alignment Summary

- Lifelong Learning - Administer all departmental programs that enhance the quality of life for Franklin County residents such recreational activities, public parks and recreational facilities.
- Economic Development - Support economic development initiatives that attract new residents, businesses and visitors to Franklin County.

Budget Strategies

Parks and Recreation's primary budget strategy is to offer affordable programs and services that best meet recreational demands. Parks and Recreation has increased cost recovery rates over the past few years. We will be refining our cost recovery efforts by establishing targets for each type of program offered (i.e. public service activity, instructional classes, youth athletics, competitive events, etc.). We will continue to work with state, regional and local agencies to gain assistance in the form of grants, donations, and in-kind support.



Library

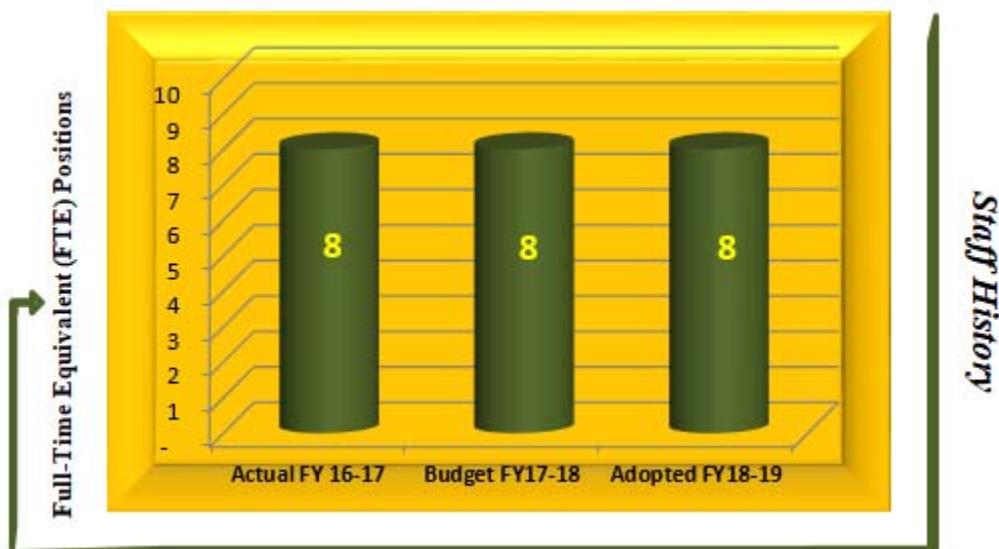
Parks, Recreation and Cultural Expenditure Budget:
\$2,234,732



Expenditure Budget:
\$984,577

44% of Parks, Rec., and Cultural

Description	<u>Library Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	688,970	628,313	641,243	2.06%
Operating	351,245	340,334	343,334	0.88%
Total	1,040,215	968,647	984,577	1.64%



Library

Mission Statement

The mission statement of the Franklin County Library is to provide access to informational, educational, cultural and recreational materials and services in a variety of formats and technologies; to promote reading, literacy, and lifelong learning; and to protect the public's right to know by resisting censorship and providing equal access to information.

Strategic Vision Goal

To offer Franklin County residents materials and programming that stimulate life-long learning while providing a centralized location that promotes a sense of community for all. In order to provide these services all library staff must have access and funding for professional development opportunities and/or training.

Department Goals and Objectives

Reader and Borrower Services

Provide customer access to a diverse and balanced collection that promotes lifelong learning

- Complete a full item-by-item inventory of all library materials at both locations, Main and Westlake in order to add items to in-demand and underrepresented collection areas with a priority on educational and Science, Technology, Engineering and Math (STEM) subjects, medicine, personal interest and self-improvement.
- Continue development of our Young Adult centered area with emphasis on "maker spaces" that focus on science and technology while providing a safe teen area for studying and programs.

Education and Social Development Services

Create and promote programming that encourages literacy through educational, cultural, and informational events

- To develop and support young readers through expansion and upgrade of our emergent reader and youth literacy resources and technologies
- Provide all state-defined literacy and educational programs, according to directives from LVA and the Library Board of Trustees.
- Recruit and train a minimum of one part-time staff member for young adult services to develop and deliver targeted programming and establish effective relationships with teen and 'tween patrons.
- Schedule full complement of "drop-in" craft and activities for youth at both branches.

Information Services

Provide assistance, educational services, and technology instruction to promote subject knowledge and literacy

Technology Services

Manage the Library's extensive public and staff inventory of equipment, software, applications, licenses, and other electronic products

Library

- Maintain computer stock at 95% availability at both sites.
- Load iMac computers with graphics software for patrons in teen and adult area at Main and two at the Westlake branch.

Outreach Initiatives

Provide library services and programs to currently underserved areas of Franklin County through Bookmobile "Pop Up Library"

- Develop and improve traveling book and dvd collection to better serve those residents who are unable to reach the Main and Westlake locations
- Plan and promote Pop Up visits to apartment complexes throughout the County; bring the Library to those who are unable to get to either branch.
- Schedule regular library programming, such as children's story time, which will be available at Bookmobile stops

Administration

Establish an environment that encourages quality library services to flourish in facilities that are safe, accessible and comfortable

- Provide continuing professional development to all staff
- Continue developing Franklin County Library presence at state wide library meetings and conferences

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Annual circulation	218,037	233,598	227,519	201,533	220,000
Library program attendance	7,872	8,500	10,833	8,750	8,600
Annual patron count *no data available	*	166,003	170,610	161,436	165,000

Strategic Alignment Summary

➤ Lifelong Learning - Continue to seek out both materials and program offerings that will provide Franklin County residents with opportunities. Offer employees opportunities to further both training and development along with competitive compensation to ensure both continuity and appropriate workforce growth for optimum operational effectiveness.

Library

Budget Strategies

The Library's primary goal is to provide a high level of customer service in a cost-effective manner. A carefully chosen and well-maintained collection is fundamental to achieving it. To relieve overcrowding of materials which impairs use and causes damage, staff members have been engaged in a process of reviewing and removing outdated or worn materials. Technology will continue to impact acquisitions in a variety of ways and the Library will expand the number of e-book titles it purchases (and has to repurchase) for casual readers. However, demand for print materials, online subscriptions, and educational products is steady and will continue to limit the amount of funding that can be diverted to e-books.

Encouraging literacy for all ages improves the quality of life for the community as a whole. Assisted by contributions from area businesses and donors, the Library will provide a variety of engaging educational opportunities, such as the Summer Learning Program, which has a demonstrable record of success in helping children and teens maintain reading skill levels over the vacation months. Small incentives provided by the Friends of the Library and entertaining programs, will be used to increase participation. While not yet mandated by the state, staff time and funding will be invested in the Winter Reading Program, which targets the preschool, home school, and adult reader demographics. As a side benefit, greater attendance at programs can also lead to more opportunities to market meeting room spaces and upcoming library programming. With additional space added to our Westlake branch, the community/meeting room space will be available to the residents of the Lake area more often.

Staff must deliver competent and responsive services. An increased dependence on part-time staffing makes training and service consistency challenging. Years of relying on fewer staff to assume more responsibilities has led to significant inequities and will require revising out of date job descriptions to reflect actual duties for some positions. With a number of Library staff reaching or currently at retirement age, we will be in the position to promote or hire a significant portion of our full time department head positions in the next 2-4 years. Job descriptions and duties have been changing as have the education and experience requirements. With these changes it is important to realize that salaries offered must reflect these requirements in order to attract the best personnel for the positions. As communities expect more services and offerings from their libraries, libraries expect more from their employees; salaries must continue to improve and increase in order to provide the excellent quality library service users have become accustomed to.

Our door counts consistently see over 10,000 library patrons each month. With the added programming and more up to date collection, we are also seeing more first time library users. Current staffing levels, particularly full time positions, are not sufficient to provide the sustained level of service that our community is deserving of. It is imperative that the number of full time positions in the libraries be proportionate to the number of Franklin County residents visiting and using the libraries on a regular basis.

The Library is the face of the County and its governing body. First impressions of a town are often determined by the state of its library. We work hard to constantly assess the wants and needs of the community we serve while also trying to stay ahead of the curve by offering programs and materials that

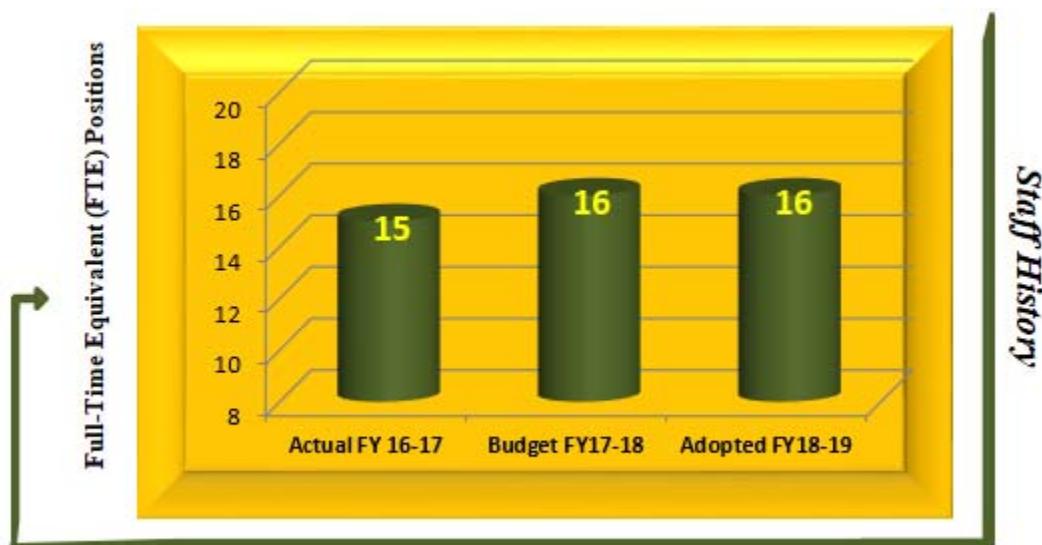
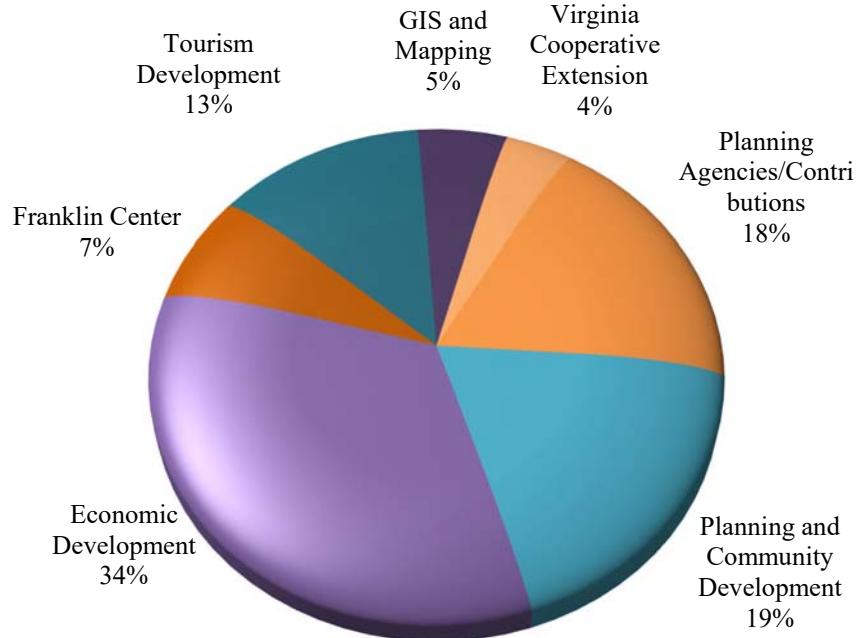
Library

are on the cutting edge. Continued support of the library, particularly with an increase in full time staffing, enables the "face" of the County to remain one that reflects the importance of access to information and programming for its residents.



Community Development

FY 18-19 Adopted Expenditure Budget \$2,939,369



Planning and Community Development

Community Development Expenditure Budget:
\$2,939,369

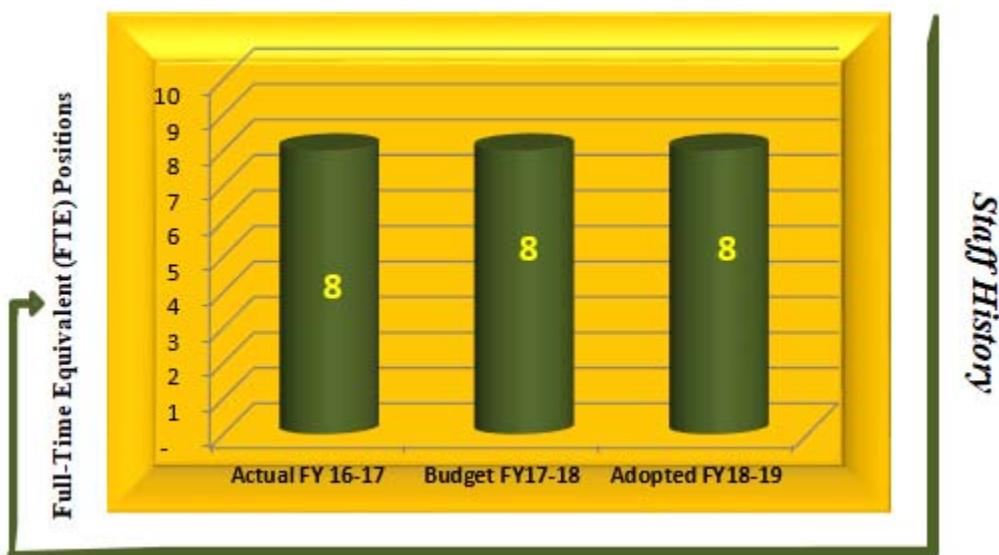


 Expenditure Budget:
\$1,077,108

37% of Community Development

Planning - Community Development Appropriations

Description	Actual	Budget	Adopted	Change
	FY16-17	FY17-18	FY18-19	2018 to 2019
Personnel	942,390	950,997	671,199	-29.42%
Operating	607,156	341,723	405,909	18.78%
Total	1,549,546	1,292,720	1,077,108	-16.68%



Planning and Community Development

Mission Statement

The mission of the Planning & Community Development Department is to plan and manage the development of Franklin County in a manner that insures a healthy economic base, safe and livable neighborhoods, a range of shopping and cultural opportunities and quality public facilities to build a vibrant community through professional guidance and technical expertise.

Strategic Vision Goal

Provide consistency in planning, zoning and infrastructure to facilitate managed growth in the County through targeted zoning, citizen input, village planning, and resource management.

Department Goals and Objectives

- **Long Range Planning:** **"Preparing for Change"** With community input, establish a vision for the future & anticipate change. Research and analyze trends. Identify opportunities and constraints. Develop plans, programs and regulations to manage change. Seek opportunities for grants and community improvements.
- **Current Planning:** **"Guiding & Managing Change"** Administer regulations related to land use and development. Assist property owners and developers in the application process; "Shepherd" applications through the process. Where appropriate, influence applications to incorporate sound planning principles and techniques.
- **Plan Review & Enforcement:** **"Providing Standards for Change"** Ensure that changes to the physical environment comply with applicable codes and standards. Manage non-discretionary processes related to land development. Inspect for compliance; enforce the rules. Provide information and education about regulatory environment.

Performance Measures

	FY 13-14	FY 14-15	FY 15-16	Actual FY 17-18	Estimated FY 18-19
Total number of permits issued	250	110	98	245	225
Number of E&SC permits issued	45	102	92	79	75
Number of Sign permits issued	5	8	6	7	10
Number of Site Plan submittals	12	13	14	20	15
Number of Subdivision plat submittals	115	169	142	148	155
Number of Rezoning applications submitted	6	5	8	5	5
Number of Special Use Permit applications submitted	8	7	16	13	15

Planning and Community Development

Number of Variance & Appeal applications submitted	3	3	3	6	7
Number of pre-application meetings	20	0	48	38	40
Number of Planning Commission meetings	12	10	10	9	10
Number of inspections performed (ESC, SW, Code)	934	994	676	1197	1200
Other plans (DMV, STR, AGV, etc.)				58	60

Strategic Alignment Summary

- Infrastructure - Update Comprehensive Plan and growth management tools such as zoning and subdivision regulations to reflect current desires of citizens and Board of Supervisors. Develop new village plans throughout County as identified in Comprehensive Plan. Anticipate changes in demographics of County and develop services and amenities to meet demands of citizens

Budget Strategies

The Department continues to improve our educational materials and communication efforts to our various customers, our residents, the general public, agencies and organizations through a variety of print and electronic media. Staff continues to work to utilize new technology to improve our code permitting enforcement reporting and inspection programs, our project and asset management systems, and our record management system. Staff is also continuing to make improvements to our development review process and reviewing as well as updating our comprehensive plan, zoning ordinance to deal with development issues.

The Department will continue to search for other funding sources to implement various environmental and transportation projects. The Department will continue partnering with other County departments in order to maximize our resources to completing projects and tasks. The Department will also continue to utilize the many different skills and talents of our employees in order to reach our goals.



Economic Development & Tourism

Community Development Expenditure Budget:
\$2,939,369

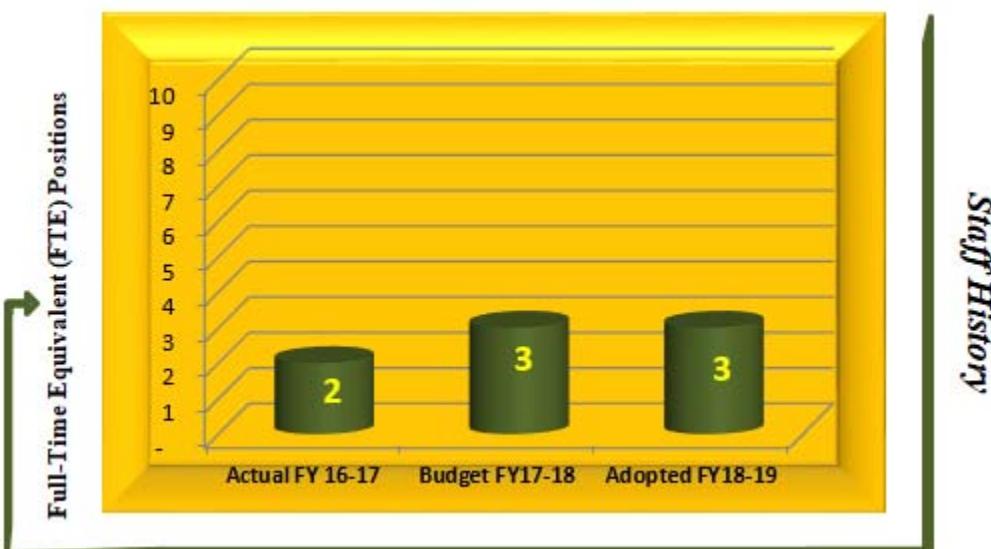


 Expenditure Budget:
\$1,374,415

47% of Community Development

Economic Development / Tourism Appropriations

<u>Description</u>	<u>Actual</u>	<u>Budget</u>	<u>Adopted</u>	<u>Change</u>
	<u>FY16-17</u>	<u>FY17-18</u>	<u>FY18-19</u>	<u>2018 to 2019</u>
Personnel	171,843	185,627	240,199	29.40%
Operating	1,309,544	1,239,973	1,134,216	-8.53%
Total	1,481,387	1,425,600	1,374,415	-3.59%



Economic Development / Tourism

Mission Statement

The mission of the Franklin County Office of Economic Development is to create opportunities for existing business development, attract new business investments to the County, and enhance the future of the community's residents and businesses by strengthening and expanding the County's economic base.

Strategic Vision Goal

The goal of the Office of Economic Development is to align with the County's strategic focus areas of Infrastructure (water & sewer, development, and transportation); Financial Stability (water & sewer, development, and transportation); Managed Growth (anticipate demographic changes and link infrastructure planning to growth planning); Economic Development (enhance relationships with partners, business park, tourism infrastructure, increase "soft infrastructure", diversify commercial and industrial base, promote agribusiness growth, and retiree growth); and Lifelong Learning.

Department Goals and Objectives

- To create new jobs for our citizens as well as economic opportunity.
- To achieve a balance in the commercial/industrial and residential tax base.
- To maintain a diverse economic base to provide for stability and a broad selection of employment opportunities for our citizens.
- To create an inviting business environment that fosters growth and prosperity of new and existing businesses – facilitate the new location or expansion of at least 5 companies within the County during the year.
- To enhance communication between the business community and the local government such that the needs of the businesses can be recognized and incorporated into public policy.
- To facilitate productive dialogue, projects and programs with key federal, state, and regional organizations, agencies and institutions to further the department's mission.
- To create and market an appropriate inventory of available industrial and commercial sites and buildings for transfer to new and expanding businesses.

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Unemployment Rate (April)	4.4%	3.6%	3.4%	2.9%	3.2%
Number of Employed Franklin Countians (April)	25,867	25,584	25,344	25,580	25,400
Number of Facilitated New and Expanding	3	4	1	3	1

Economic Development / Tourism

Business Projects (VEDP)					
Virginia Tourism Corporation Annual Tourism Expenditure Estimates	96,593,644	102,416,866	105,262,670	107,835,130	108,000,000
Local Lodging Tax Revenue	185,700	202,075	215,000	Due in August	215,000
Local Meals Tax Revenue	2,237,907	2,396,002	2,410,000	Due in August	2,500,000
Local Sales Tax Revenue	2,909,921	3,089,246	3,100,000	Due in August	3,400,000

Performance Measures

Strategic Alignment Summary

- Infrastructure (water & sewer, development, and transportation) –
 - Plan and construct water, sewer, and other utility infrastructure in the new business park and in other areas of the County to encourage development.
 - Develop transportation accesses to and within the new business park and continue to advocate for Interstate 73.
- Financial Stability (water & sewer, development, and transportation) –
 - Continue to work to attract new businesses and existing business expansions to increase tax revenues into the County
- Managed Growth (anticipate demographic changes and link infrastructure planning to growth planning) –
 - Work to attract retirees to the County and provide needed infrastructure to accommodate their needs.
- Economic Development (enhance relationships with partners, business park, tourism infrastructure, increase “soft infrastructure”, diversify commercial and industrial base, promote agribusiness growth, and retiree growth) –
 - Continue existing business visitation program.
 - Continue development of the new business park on Route 220 North
 - Continue to aggressively push tourism program and attraction of hotels, restaurants, and activities to take advantage of new tourist growth.
 - Continue to foster agribusiness growth through specific projects such as a new consolidated cannery and the relocation of the Foothills Produce Auction.
 - Work to attract new and diversifying businesses into the new business park.
 - Work to attract retirees to Franklin County.
- Lifelong Learning –
 - Work with workforce development partners to increase workforce training opportunities and encourage lifelong learning.

Economic Development / Tourism

Budget Strategies

- We will continue to maximize the use of regional, state, and federal grants to offset costs of the economic development program as much as possible and minimize the use of County funds.
- We will utilize the upcoming financing instrument to do basic business park development in an attempt to bring new businesses and tax base to the County as quickly as possible.



GIS – Geographic Information Systems

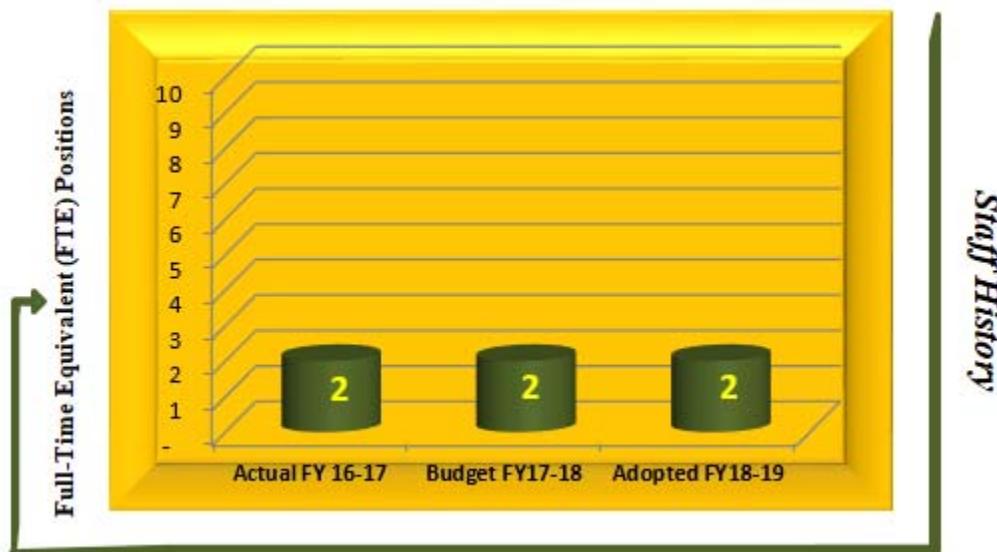
Community Development Expenditure Budget:
\$2,939,369



 Expenditure Budget:
\$160,006

5% of Community Development

Description	<u>GIS Mapping Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	110,056	109,784	112,006	2.02%
Operating	40,592	48,600	48,000	-1.23%
Total	150,648	158,384	160,006	1.02%



GIS – Geographic Information Systems

Mission Statement

The mission of the GIS team is to provide the County customers, internal and external, with various digital mapping services. Mapping services include, but are not limited to the following:

- Online Web GIS Mapping Site with Extensive Citizen Query Features
- Mapping Support and Spatial Analysis for County Services
- E911 Building Polygon Addressing
- Parcel Update/Maintenance

Strategic Vision Goal

GIS will support the Public safety functions of Franklin by producing exemplary digital maps and supporting documentation that is timely and accurate.

Department Goals and Objectives

- Maintain and update the addressing and road data.
- Complete annual parcel edits and create digital Map Books.
- Add customizations to internal GIS for different departments.
- Automate updates to Web-GIS site, Dispatch & 911, and other external partners.
- Provide spatial data analysis for internal and external customers

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Number of edits to the parcel database, including new parcel splits, transfers and other requested edits.	1,356	1,712	1,356	452	1,356
Number of Web-GIS hits for the GIS team's online services.	5,904,965	12,0885,759	11,439,355	2,654,948	11,439,355
Number of Pictometry Online hits	35,866	50,357	70,538	32,929	70,538
Total GIS Helpdesk Requests	702	885	1,922	933	900
Drone Flight Requests	N/A	N/A	68	75	50
Drone flight hours	N/A	N/A	N/A	150	200

Strategic Alignment Summary

- Public Safety - Building accurate documentation that directs our public safety and Law enforcement staff in the course of their jobs.
- Infrastructure - User friendly and accurate data supporting all county geographic development.

GIS – Geographic Information Systems

Budget Strategies

The Franklin County GIS Department is focused on providing the best possible service to all County employees and the Citizens of Franklin County. GIS technology has become critical and drives organizations such as planning, permitting, voter registration, Commissioner of Revenue, 911, law enforcement and public safety. Other organizations such as real estate and small businesses rely heavily on accurate geographic data. We function with only two full time employees in GIS and use outsource labor to supplement peak workloads or project requirements.

Reliability

Our web based GIS system is hosted by Hurt & Proffitt in Blacksburg. Statistics on traffic and page hits are documented and logged.

Alignment

Citizen and county requirements and issues are usually resolved in less than a week. We respond directly to requesters so that they are aware of the status of their requests.



Franklin Center for Advanced Learning and Enterprise

Community Development Expenditure Budget:
\$2,939,369



Expenditure Budget:
\$209,101

7% of Community Development

<u>Franklin Center Appropriations</u>				
<u>Description</u>	<u>Actual FY16-17</u>	<u>Budget FY17-18</u>	<u>Adopted FY18-19</u>	<u>Change 2018 to 2019</u>
Personnel	164,756	165,550	176,001	6.31%
Operating	32,477	33,100	33,100	0.00%
Total	197,233	198,650	209,101	5.26%



Franklin Center for Advanced Learning and Enterprise

Mission Statement

The mission of The Franklin Center for Advanced Learning and Enterprise is to promote and enhance workforce and economic development through lifelong learning in the Franklin County and Southside Region.

Strategic Vision Goal

Promote policies to support lifelong learning programs

Department Goals and Objectives

- Develop marketing actions (further marketing of brand identity; expand target populations to include top levels).
- Seek alternate funding sources.
- Promote curriculum development to support workforce, economic mission and opportunities that strengthen our region's economy.
- To increase the classes offered in demand occupations and those that address business needs.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
Total Visitor Transactions	23,750	21,924	36,204	48,770	45,000
Total diplomas, GED's	27	149	24	44	55
Total classes offered—all educational partners	167	97	60	67	77
VWCC	73 Assoc. Degrees	84 Assoc. Degrees	35 Assoc. Degrees	73 Assoc. Degrees	50 Assoc. Degrees
VWCC	50 Certificates	58 Certificates	27 Certificates	27 Certificates	35 Certificates
VWCC		25 (CRC)-Career Readiness Certificates	25 (CRC)-Career Readiness Certificates		
Mary Baldwin		2 classes	5 classes	2 classes	2 classes

Franklin Center for Advanced Learning and Enterprise

July 2017 thru June 2018					
	Number Classes	#Students Enrolled	Certificates	Degrees	No. Passed GED
FC Adult Ed	11	183			44
VWCC	54	332	27	73	
Mary Baldwin	2	18		1	
Total:	67	533	27	74	
	#Orientations/ Workshops	#Clients Enrolled	#Placed in Jobs	#Graduated	
ResCare Adult		14	41	0	
ResCare Dislocated Worker		11	34	1	
ResCare Youth in School		0	0	0	
ResCare Youth Out of School		6	7	1	
VEC		639*			
TRIO EOC	3	63			
DRS Intake		193	35		
Brain Injury	5	18		1	
SCSEP	2	5	3		
Total:	10	310	120	3	

***Clients Enrolled does NOT include VEC total**

Strategic Alignment Summary

- Lifelong Learning - Create/maintain partnerships to support educational programs in demand with specific focus on STEM-H careers and job placements

Budget Strategies

Advocate for and develop a financing plan for expanded career and technical education training, with consideration of mentoring and apprenticeship programs.

Actively pursue STEM-H focus at the Franklin Center.

Franklin Center for Advanced Learning and Enterprise

Pursue a strategy to increase collaboration and specific efforts with the Franklin County School Board to enhance the school system's effectiveness and outcome accountability in tailoring Pre-K-12 education to ensure that we can graduate students who will contribute to a highly trained workforce.

Maximize partnerships among institutions of higher education and prospective businesses to align and coordinate strengths from those programs with needs and demands of current and future businesses.

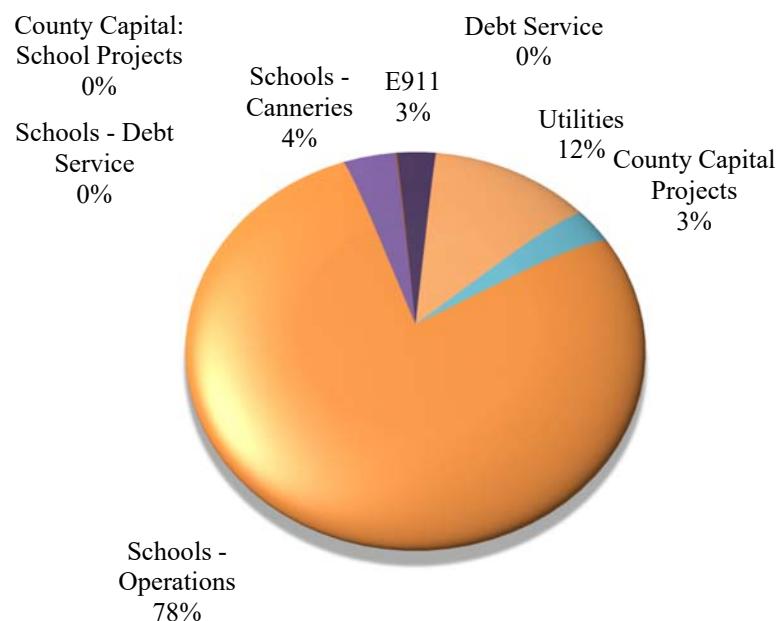


Transfers

Transfers from the General Fund provide support to other County operations. The largest transfer is between the General Fund and the School Operations Fund. This transfer allows the general tax base to support public education in the County. Similar transfers are made to the County Capital Fund and other smaller funds.

The FY 18-19 budget adopts the following transfers from the General Fund to the following funds:

Transfer to Schools - Operations	\$32,021,332
Transfer to Schools - Debt Service	1,634,513
Transfer to Schools - Canneries	37,419
Transfer to Schools - Carryovers	0
Transfer to County Capital	2,236,775
Transfer to Debt Service Fund	5,003,328
Transfer to Utility Fund	15,000
Transfer to Schools - Capital	1,220,000
Transfer to E911	1,216,129
Total	\$43,384,496



6

Other Funds, CIP



Summary of Other Funds	189
E911	192
Capital Improvement Program	194
Debt	213



Franklin County Summary of Other Funds

The County also utilizes several other types of funds which are described below:

Special Revenue Funds account for the proceeds of specific revenue sources (other than those dedicated for major capital projects) requiring separate accounting because of legal or regulatory provisions or administrative action. The following funds of the County are reported as special revenue funds:

- E911 Fund
- Law Library Fund

The Debt Service Fund is used to account for the payment of general long-term debt principal, interest and related costs. The repayment of school debt is recorded in the School fund. The Debt Service fund is funded by a transfer from the County's general fund.

The Utility Fund accounts for the activities of the County's water and sewer system at the Commerce Center Industrial park. The fund includes user fees for water and sewer, connection and availability fees, operating expenses for maintenance and utilities and any capital projects that are needed. The Utility fund is supported by user fees for water and sewer and a small transfer from the County's general fund.

Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities, other than those financed in the Utility fund. Funding is also provided by a transfer from the general fund.

Component Unit – School Board. The School Operating Fund is a special revenue fund that accounts for the operations of the County's school system. Financing is provided by the State and Federal governments as well as contributions from the General Fund. School fund operations are addressed in the following section of this document.



Summary of Special Revenue, Debt Service, Utility and Capital Funds

Special Revenue Funds:

<u>E911 Fund</u>	FY16-17	FY17-18	FY18-19
	<u>Actual</u>	<u>Budget</u>	<u>Adopted</u>
Revenues:			
E911 Taxes/Other	\$11,394	\$0	\$0
State Wireless Board Funds	64,050	60,000	60,000
Transfer from General Fund	911,075	953,663	1,216,129
	<u>\$986,519</u>	<u>\$1,013,663</u>	<u>\$1,276,129</u>
Expenditures:			
Dispatch Operations	<u>\$937,295</u>	<u>\$1,013,663</u>	<u>\$1,276,129</u>

<u>Law Library Fund</u>	FY16-17	FY17-18	FY18-19
	<u>Actual</u>	<u>Budget</u>	<u>Adopted</u>
Revenues:			
Law Library Fees	<u>\$10,604</u>	<u>\$10,000</u>	<u>\$10,000</u>
Expenditures:			
Law Library Operations	<u>\$5,000</u>	<u>\$10,000</u>	<u>\$10,000</u>

<u>Special Revenue Funds Totals</u>	FY16-17	FY17-18	FY18-19
	<u>Actual</u>	<u>Budget</u>	<u>Adopted</u>
Revenues:			
	<u>\$997,123</u>	<u>\$1,023,663</u>	<u>\$1,286,129</u>
Expenditures:			
	<u>\$942,295</u>	<u>\$1,023,663</u>	<u>\$1,286,129</u>

Summary of Special Revenue, Debt Service, Utility and Capital Funds

<u>Debt Service Fund (County only)</u> (School debt service payments included in the School Fund)	FY16-17 <u>Actual</u>	FY17-18 <u>Budget</u>	FY18-19 <u>Adopted</u>
Revenues:			
Western VA Water Authority			
Reimburse for Westlake Sewer Debt	\$189,876	\$189,575	\$185,038
Debt Proceeds	\$12,863,000		
Fund Balance		\$903,350	\$0
Transfer from General Fund	5,279,783	2,989,992	5,003,328
	<u>\$18,332,659</u>	<u>\$4,082,917</u>	<u>\$5,188,366</u>
Expenditures:			
Transfer to School Capital Fund	\$138,932	\$561,190	\$0
Debt Proceeds Uses & Issuance Costs	\$12,812,473	\$0	\$1,280,000
Principal and Interest Payments	5,613,999	3,470,342	3,908,366
Future Debt Service Reserve	0	51,385	0
	<u>\$18,565,404</u>	<u>\$4,082,917</u>	<u>\$5,188,366</u>

<u>Utility Fund</u>	FY16-17 <u>Actual</u>	FY17-18 <u>Budget</u>	FY18-19 <u>Adopted</u>
Revenues:			
Charges for Water			
	\$27,531	\$9,000	\$9,000
Transfer from General Fund	15,000	15,000	15,000
	<u>\$42,531</u>	<u>\$24,000</u>	<u>\$24,000</u>
Expenditures:			
Operations	\$246,548	\$24,000	\$24,000
	<u>\$246,548</u>	<u>\$24,000</u>	<u>\$24,000</u>

<u>Capital Fund</u>	FY16-17 <u>Actual</u>	FY17-18 <u>Budget</u>	FY18-19 <u>Adopted</u>
Revenues:			
Local/Miscellaneous			
	\$306,922	\$0	\$0
Proceeds from Borrowing	16,154,000	0	0
State and Federal Grants	849,508	0	0
Transfer from General & Utility Fund	4,048,427	3,035,501	3,456,775
	<u>\$21,358,857</u>	<u>\$3,035,501</u>	<u>\$3,456,775</u>
Expenditures:			
Transfer to School Capital	\$1,542,000	\$880,000	\$880,000
Capital Outlay	13,951,291	2,155,501	2,576,775
	<u>\$15,493,291</u>	<u>\$3,035,501</u>	<u>\$3,456,775</u>

E911

Mission Statement

The mission of the E911 Communications Division is to “Actively listen to our customers, providing a calm reassurance or controlling the situation in order to respond to customer needs 24/7/365”. To be a 9-1-1 Center that provides a professional work force capable of preventing and/or minimizing harmful effects to persons or property with the optimum utilization of available resources.

Strategic Vision Goal

Provide staff with the most up to date training available. To provide the citizens of the county with professional service.

Department Goals and Objectives

- Increase staff levels to better handle call load of center, and setting tier personnel levels to establish higher quality of service and promotion opportunities.
- Establish a public education/awareness program.
- Complete upgrades to equipment to enable Next Generation 9-1-1 and complete personnel training for new systems and equipment.
- Implement Text to 9-1-1, to offer citizens an alternative to contacting 9-1-1 when speech is not an option.
- Implement EMD to offer citizens enhanced response to medical emergencies, especially when response times are extended.

Performance Measures

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Estimated FY 18-19
E911 CAD Calls for Service	71,766	141,127	139,362	140,222	140,000
Total Wireless Calls	16,838	18,213	18,518	18,741	18,700
Total Wireline Calls	7,414	7,490	7,522	7,655	7,700
Total Administrative Calls	46,974	69,039	70,147	70,722	70,100
Total Telephone Calls:	85,557	94,742	94,902	95,958	96,900

Strategic Alignment Summary

To implement a EMD program to provide the citizens of Franklin County a means to provide care before arrival of EMS responders.

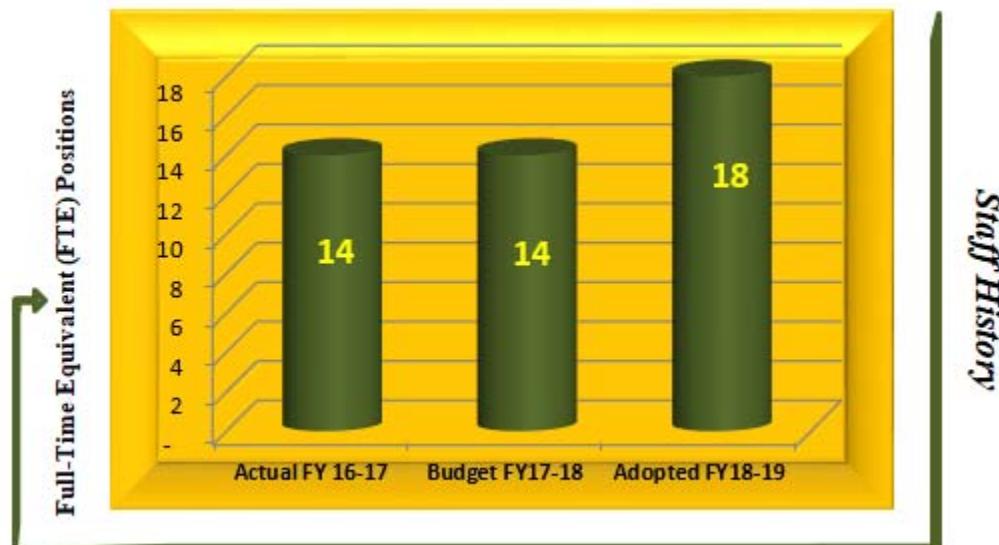
Budget Strategies

To continue to function as efficiently as possible, and be a good steward of the funds available to the center. Grant requests have been made to fund ongoing projects. Workload continues to increase making staffing a challenge, without additional personnel. Within the next year the 9-1-

E911

1 telephone system will be replaced and within two years the software for this system will need to be replaced due to the expiration of contract services. Communications center continues to provide training opportunities to Communications Officers in order to develop/maintain a professional organization.

Description	<u>E-911 Appropriations</u>			
	Actual FY16-17	Budget FY17-18	Adopted FY18-19	Change 2018 to 2019
Personnel	702,058	725,190	963,656	32.88%
Operating	235,237	288,473	312,473	8.32%
Total	937,295	1,013,663	1,276,129	25.89%





Capital Improvement Program (CIP)
FY 2018-2019 through FY 2022-2023

The Capital Improvement Program (CIP) is a listing of capital needs projected over a 5-year period for County services. It is a planning document and provides a listing of projects requested by County departments. The CIP is updated annually. Projects are removed from the plan as they are completed or as priorities change. The plan is intended to assist the County Board of Supervisors in the preparation of the County budget.

A capital project is defined as:

- ✓ A tangible asset that has a useful life of at least five years.
- ✓ A tangible asset that costs at least \$10,000.

The annual review process begins in the Fall with the submission of capital expenditure requests from county departments. Requests are reviewed by the Finance Department and the County Administrator before being submitted to the Board of Supervisors for review.

To be funded, projects in the CIP must be included in the County's annual capital budget approved by the Board of Supervisors. Following inclusion in the annual capital budget, individual projects may go forward at the direction, approval and appropriation of the Board of Supervisors on a project-by-project basis. Alternatives or other planning considerations may develop over time and affect the need, design, funding mechanism and timetable for specific projects.

It is understood that the CIP remains fluid. Prior to implementation, each project is considered on its own merit and final approval for projects planned or funded on a yearly basis must be considered and approved by the Franklin County Board of Supervisors in the year funding is to begin.

The 5-year CIP totals \$50.1 million for all county projects. The major source of funding is General Fund with grants, lease revenue bonds, and fund balance surplus providing the remainder of the funding.

It is important to continue monitoring and planning for the capital needs of the County in order to ensure the maintenance and continued development of facilities and infrastructure. This will help to secure durable, efficient and quality facilities and equipment for the citizens of Franklin County.

Impact of the Capital Program on the Operating Budget: The Capital Program has three direct impacts on the operating budget: Debt Service accounts, General Fund un-appropriated balance and the County operations budget. The County plans to issue lease revenue bonds for fiscal year 2018-2019 to fund the further development of the Summit View Business Park. The County is also planning to purchase landfill equipment and landscaping equipment through an equipment lease financing. Every year it is important to plan for the impact on the operating budget that capital projects may have. As projects are completed, there will often be associated operating costs. An example would be the purchase and implementation of a major software system. The large majority of purchased software requires that the user also pay an annual maintenance fee for that software that allows upgrades and enhancements to be received by the user.

As the capital needs of the County grow, the Board of Supervisors has recognized that not all capital projects could be funded from the county's fund balance. For fiscal year 2018-2019 recurring revenue of \$2.2 million is proposed as General Fund support to the County capital fund. The County does anticipate using one-time fund balance next fiscal year for select capital projects.

The third impact of the CIP on the operating budget is the result of new facilities being completed and the corresponding operating costs that are associated with that facility. These costs could include furnishings, utilities, additional insurance premiums, maintenance costs and additional staff. An example from several years ago was the opening of the Government Center, which required additional operating funds for utilities, property insurance premiums and IT support personnel once it opened.

The five year CIP is presented on the next several pages. Following the five year summary is a brief description of each project and a detailed schedule showing the impact of each capital project on the current and future operating budgets.

Franklin County
Capital Improvement Projects by Department
FY 18-19

County Revenue Sources		Local	Debt	Grant	Rollover	Fund Balance	FY 18-19 Adopted
Funding Source							
Transfer from General Fund - General Government Projects	2,236,775						2,236,775
FY20-21 Borrowing (Landfill, Southway, Commerce Public Safety Station)							-
Other Carryover Funds							-
Fund Balance Reserves						438,073	438,073
Unfunded							-
Community Services Revenues							
Ferrum Bridge Project - VDOT Funds							-
Ferrum Bridge Project - Ferrum College Donation							-
Village Improvements							-
Westlake Trails - Federal Land Access Program Grant (FLAP)							-
Westlake Trails - Local Contributions							-
Revenue Sharing Projects - Gold Finch							-
Gold Finch Project Citizen Contributions							-
Economic Development - Summit View Bus Park Borrowed Funds		9,524,563					9,524,563
Economic Development - Summit View Bus Park Revenue Sharing			1,000,000				1,000,000
Economic Development - Summit View Bus Park VDOT EAP							-
Economic Development - Summit View Bus Park TICRC				700,000			700,000
Economic Development - Summit View Bus Park CDBG Grant							-
Parks and Rec Summit View Equipment	180,000						180,000
Economic Development - Summit View Bus Park WVWA			75,000				75,000
Landfill - Equipment	685,000						685,000
Landfill - Borrowed Funds for Closure							-
Human Services Revenues							
Parks and Rec Grants for New Park Develop/Expansion							-
Public Safety Revenues							
Fire Apparatus Replacement Fire Program Funds			165,894				165,894
EMS Vehicle Replacement Grant Funds							-
EMS Equipment Defibrillators/EKG Monitors Grants							-
Burn Training Building Maintenance Grants							-
Public Safety Borrowed Funds for Glade Hill Station							-
Animal Shelter Carryover Funds							-
Total Revenues	2,236,775	10,389,563	1,940,894	0	438,073	15,005,305	

County Expenditures		Local	Debt	Grant	Rollover	Fund Balance	FY 18-19 Adopted
Department/Project							
Franklin County Government Expenditures							
Community Services							
Community Development							
Revenue Sharing (Transportation Matching Funds)							-
Revenue Sharing - Gold Finch							-
Village Improvements							-
Broadband Deployment	75,000						75,000
Total	75,000	-	-	-	-	-	75,000
Economic Development							
Summit View Business Park		9,524,563		1,775,000			11,299,563
Job Creation Fund	125,000						125,000
Infrastructure Development Fund	50,000						50,000
Total	175,000	9,524,563	1,775,000	-	-	-	11,474,563
Solid Waste							
New Landfill Construction/Development							
Cell 2 Construction							
Collection Sites							
Landfill Closure							
Landfill Equipment		685,000					685,000
Landfill Engineering / Compliance / Groundwater	146,000						146,000
Landfill Gas Control					70,000	70,000	
Total	146,000	685,000	-	-	70,000	70,000	901,000
Total Community Services	396,000	10,209,563	1,775,000	-	70,000	70,000	12,450,563
Human Services							
Parks and Recreation							
Capital Maintenance	89,250						89,250
New Park Development/Expansion							-
Smith Mountain Lake Shoreline Stabilization	100,000						100,000

County Expenditures							
Department/Project		Local	Debt	Grant	Rollover	Fund Balance	FY 18-19 Adopted
Summit View Equipment			180,000				180,000
Lakewatch Paved Shoulder							-
Athletic Field Improvements - Waid Park							-
Recreational Programming Equipment							-
Community Parks Grants							-
Smith Farm Annual Payment (Installment Purchase)		100,000					100,000
Total		289,250	180,000	-	-	-	469,250
Library							-
Main Library Maintenance Reserve							-
Registrar							-
Voting Equipment Replacement		40,000					40,000
Electronic Pollbooks Replacement		5,000					5,000
Voting Booth Replacement							-
Total		45,000		-	-	-	45,000
Total Human Services		334,250	180,000	-	-	-	514,250
Internal Services							
Information Technology							
Laptop and Desktop Replacement Program		100,000					100,000
Network Infrastructure		100,000					100,000
Software Upgrades and Licensing		164,500				100,000	264,500
Logi Dashboard Self-Serve							-
E911 Server Replacement (Southern Software)							-
GIS Purchase Replace Trimble Units		16,000					16,000
Total		380,500		-	-	100,000	480,500
Finance							-
Finance Software							-
Commissioner of the Revenue							-
Appraisal/Land Records Software							-
General Properties							-
Courthouse Sprinkler System Installation							-
Courthouse Replacement Window Installation							-
Capital Maintenance Reserve		312,500					312,500
YMCA Facility Upgrades						200,000	200,000
Vehicle Replacement							-
Total		312,500		-	-	200,000	512,500
Total Internal Services		693,000		-	-	300,000	993,000
Public Safety							
E-911							
Expansion of E911 Center							-
Public Safety							-
Radio Communications		32,000					32,000
Fire Apparatus Replacement: Scruggs Quint Lease Purchase		15,052					15,052
Fire Apparatus Replacement: Haz Mat I Admin							-
Fire Apparatus Replacement: Fork Mtn & Boones Mill Fire		9,150		165,894			175,044
Fire Apparatus Replacement							-
EMS Vehicle Replacement		42,050					42,050
EMS Equipment Defibrillators/EKG Monitors/Fire Equip. SCBA		187,273				68,073	255,346
EMS Vehicle Refurbishment							-
Fire/EMS Vehicle							-
Animal Control Vehicle Replacement							-
Summit View Park Fire Station							-
Commerce Park Fire Station							-
Dry Hydrants							-
Fire/EMS Training iPads							-
Replace Backup Generator at EOC		50,000					50,000
Total		335,525		165,894		68,073	569,492
Sheriff							-
Body Cameras		10,000					10,000
Vehicle Replacement/Upfit		335,000					335,000
Sheriff In-Car Cameras		30,000					30,000
Tactical Vests / Riot Gear		40,000					40,000
Repair/Upgrade Impound Lot		-					-
Jail Improvements		63,000					63,000
Total		478,000		-	-	-	478,000

County Expenditures							
Department/Project		Local	Debt	Grant	Rollover	Fund Balance	FY 18-19 Adopted
Total Public Safety		813,525	-	165,894	-	68,073	1,047,492
	Total CIP Requested	2,236,775	10,389,563	1,940,894	-	438,073	15,005,305
	CIP Requested less Revenues	-	-	-	-	-	-
Franklin County Public Schools							
Funding Sources							
Transfer from General Fund - School Projects		1,220,000					
FY18-19 School Borrowing for CTE, Middle School							1,220,000

Franklin County
Capital Improvement Projects by Department
and Adopted Funding for FY 18-19

County Revenue Sources	FY 18-19 Adopted	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed	FY22-23 Proposed	Five Year Total Requested
Funding Source						
Transfer from General Fund - General Government Projects	2,236,775	2,015,501	2,015,501	2,015,501	2,015,501	10,298,779
Fund Balance Reserves	438,073					438,073
Community Services Revenues						
Village Improvements	-	200,000	-	200,000	-	400,000
Revenue Sharing Projects - Gold Finch	-	15,000	450,000	-	450,000	915,000
Gold Finch Project Citizen Contributions	-	15,000				15,000
Economic Development - Summit View Bus Park Borrowed Funds	9,524,563	402,500	1,800,000			11,727,063
Economic Development - Summit View Bus Park Revenue Sharing	1,000,000					1,000,000
Economic Development - Summit View Bus Park VDOT EAP	-	650,000				650,000
Economic Development - Summit View Bus Park TICRC	-	400,000				400,000
Economic Development - Summit View Bus Park CDBG Grant	700,000					700,000
Parks and Rec Summit View Equipment	180,000					180,000
Economic Development - Summit View Bus Park WVVA	75,000		600,000			675,000
Landfill - Equipment	685,000	400,000				1,085,000
Landfill - Borrowed Funds for Closure	-		3,000,000			3,000,000
Human Services Revenues						
Parks and Rec Grants for New Park Develop/Expansion	-	425,000				425,000
Public Safety Revenues						
Fire Apparatus Replacement Fire Program Funds	165,894	165,894	165,894	165,894	165,894	829,470
EMS Vehicle Replacement Grant Funds	-	98,000	98,000	98,000	98,000	392,000
Total Revenues	15,005,305	4,786,895	8,129,395	2,479,395	2,729,395	33,130,385

County Expenditures	FY 18-19 Adopted	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed	FY22-23 Proposed	Five Year Total Requested
Department/Project	FY 18-19 Adopted	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed	FY22-23 Proposed	Five Year Total Requested
Franklin County Government Expenditures						
Community Services						
Community Development						
Revenue Sharing (Transportation Matching Funds)	-	100,000	100,000	100,000	100,000	400,000
Revenue Sharing - Gold Finch		30,000				30,000
Village Improvements	-	60,000	60,000	60,000	60,000	240,000
Broadband Deployment	75,000	60,000	60,000	60,000	60,000	315,000
Total	75,000	250,000	220,000	220,000	220,000	985,000
Economic Development						
Summit View Business Park	11,299,563	402,500	2,400,000	1,100,000	5,000,000	20,202,063
Job Creation Fund	125,000	200,000	200,000	200,000	200,000	925,000
Infrastructure Development Fund	50,000	100,000	100,000	100,000	100,000	450,000
Total	11,474,563	702,500	2,700,000	1,400,000	5,300,000	21,577,063
Solid Waste						
New Landfill Construction/Development						
Cell 2 Construction						
Collection Sites						
Landfill Closure		200,000	3,000,000			3,200,000
Landfill Equipment	685,000	400,000			400,000	1,485,000
Landfill Engineering / Compliance / Groundwater	146,000	100,000	105,000	105,000	162,000	618,000
Landfill Gas Control	70,000					70,000
Total	901,000	700,000	3,105,000	105,000	562,000	5,373,000
Total Community Services	12,450,563	1,652,500	6,025,000	1,725,000	6,082,000	27,935,063
Human Services						
Parks and Recreation						
Capital Maintenance	89,250	87,000	80,000	110,000	105,000	471,250
New Park Development/Expansion	-	140,000	240,000	240,000	200,000	820,000

County Expenditures							
Department/Project		FY 18-19 Adopted	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed	FY22-23 Proposed	Five Year Total Requested
Smith Mountain Lake Shoreline Stabilization		100,000	100,000	75,000	75,000	75,000	425,000
Summit View Equipment		180,000					180,000
Lakewatch Paved Shoulder		-	9,000	9,000	9,000	9,000	36,000
Athletic Field Improvements - Waid Park		-	110,000	110,000	110,000	110,000	440,000
Recreational Programming Equipment		-	30,000	30,000	30,000	30,000	120,000
Community Parks Grants		-	9,000	9,000	9,000	9,000	36,000
Smith Farm Annual Payment (Installment Purchase)		100,000					100,000
Total		469,250	485,000	553,000	583,000	538,000	2,628,250
Registrar							
Voting Equipment Replacement		40,000	40,000	40,000	40,000	40,000	200,000
Electronic Pollbooks Replacement		5,000	5,000	5,000	5,000	5,000	25,000
Voting Booth Replacement		-	5,000				5,000
Total		45,000	50,000	45,000	45,000	45,000	230,000
Total Human Services		514,250	535,000	598,000	628,000	583,000	2,858,250
Internal Services							
Information Technology							
Laptop and Desktop Replacement Program		100,000	100,000	100,000	100,000	100,000	500,000
Network Infrastructure		100,000	170,000	200,000	125,000	125,000	720,000
Software Upgrades and Licensing		264,500	45,000	45,000	100,000	45,000	499,500
E911 Server Replacement (Southern Software)		-		80,000			80,000
GIS Purchase Replace Trimble Units		16,000		16,000			32,000
Total		480,500	315,000	441,000	325,000	270,000	1,831,500
General Properties							
Capital Maintenance Reserve		312,500	275,000	275,000	275,000	275,000	1,412,500
YMCA Facility Upgrades		200,000		770,605			970,605
Vehicle Replacement		-	52,000		25,000		77,000
Total		512,500	327,000	1,045,605	275,000	300,000	2,460,105
Total Internal Services		993,000	642,000	1,486,605	600,000	570,000	4,291,605
Public Safety							
E-911							
Expansion of E911 Center					1,200,000		1,200,000
Public Safety							
Radio Communications		32,000					32,000
Fire Apparatus Replacement: Scruggs Quint Lease Purchase		15,052	112,504	112,504	112,504	112,504	465,068
Fire Apparatus Replacement: Fork Mtn & Boones Mill Fire		175,044	175,044	175,044	175,044	175,044	875,220
Fire Apparatus Replacement				489,250	515,000	503,500	1,507,750
EMS Vehicle Replacement		42,050			264,495	272,429	578,974
EMS Equipment Defibrillators/EKG Monitors/Fire Equip. SCBA		255,346	254,548	240,898	262,742	195,319	1,208,853
EMS Vehicle Refurbishment		-	143,222	147,518		156,502	447,242
Fire/EMS Vehicle		-	65,320	67,279	69,297	71,376	273,272
Animal Control Vehicle Replacement		-			34,598		34,598
Summit View Park Fire Station		-				3,084,000	3,084,000
Commerce Park Fire Station		-			50,000	3,100,000	3,150,000
Dry Hydrants		-	5,150	5,304	5,464	5,628	21,546
Fire/EMS Training iPads		-				39,240	39,240
Replace Backup Generator at EOC		50,000					50,000
Total		569,492	755,788	1,237,797	1,489,144	7,715,542	11,767,763
Sheriff							
Body Cameras		10,000	10,000	10,000	10,000	10,000	50,000
Vehicle Replacement/Upfit		335,000	335,000	335,000	335,000	335,000	1,675,000
Sheriff In-Car Cameras		30,000	30,000	30,000	30,000	30,000	150,000
Tactical Vests / Riot Gear		40,000	15,000	15,000	10,000	10,000	90,000
Repair/Upgrade Impound Lot		-	10,000	5,000	5,000	5,000	25,000

County Expenditures							
Department/Project		FY 18-19 Adopted	FY19-20 Proposed	FY20-21 Proposed	FY21-22 Proposed	FY22-23 Proposed	Five Year Total Requested
Jail Improvements		63,000					63,000
Total		478,000	400,000	395,000	390,000	390,000	2,053,000
Total Public Safety		1,047,492	1,155,788	1,632,797	3,079,144	8,105,542	15,020,763
Total CIP Requested		15,005,305	3,985,288	9,742,402	6,032,144	15,340,542	50,105,681
CIP Requested less Revenues		-	(801,607)	1,613,007	3,552,749	12,611,147	16,975,296
Franklin County Public Schools							
Funding Sources							
Transfer from General Fund - School Projects		1,220,000	1,220,000	1,220,000	1,220,000	1,220,000	6,100,000
School Projects CTE, Middle School			114,671,600				114,671,600

Franklin County - Capital Improvement Project Information Community Development

Project Name:

Broadband Deployment

Funding Approved:

Local \$ 75,000

Other Funding:

Description:

Franklin County is preparing to cooperate with private industry to expand broadband in the county and reach unserved areas. The County is anticipating the receipt of grant funding from the Tobacco Commission to match the private investment.

Franklin County - Capital Improvement Project Information Economic Development

Project Name:

Job Creation Fund &
Infrastructure Development Fund

Funding Approved:

Local Funding	\$ 125,000
Local Funding	50000

Other Funding:

No other funding

Description:

Both the Job Creation and Infrastructure Development Funds work together to fund new and expanding companies locating jobs and investments in the community

Project Name:

Summit View Business Park &
Roads

Funding Approved:

No Local Funding

Other Funding:

Borrowed Funds	\$ 9,524,563
Grant	\$ 1,775,000

Description:

The County has purchased land for a new business park. A great deal of work is needed to make the sites into a functioning business park. The extension of appropriate utilities and construction of access roads is among the first phase of project development. This will be an ongoing project for the next eight to ten years. It is expected that the park will accommodate the County's needs for the next twenty to thirty years.

Franklin County - Capital Improvement Project Information Solid Waste

Project Name:

Landfill Equipment

Funding Approved:

No Local Funding

Other Funding:

Borrowing	\$	685,000
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Description:

It is required to compact solid waste in landfill to promote structural stability and maximize usable air space. The current machine has 15,000 hours and 17,000 hours is projected efficient life expectancy.

Project Name:

Landfill Engineering and
Compliance / Gas Control

Funding Approved:

Local	\$	146,000
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Other Funding:

Fund Balance	\$	70,000.00
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Description:

Annual engineering fees are established by the County's landfill engineering firm. The Compliance is a combination of lab, engineering reports and permit fees to DEQ for landfill operation.

Franklin County - Capital Improvement Project Information Parks and Recreation

Project Name:

Capital Maint., Shoreline Stabl. &
Summit View Equipment

Funding Approved:

Local	\$	189,250
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Other Funding:

Borrowing	\$	180,000
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Description:

Capital Maintenance funds will be replacing park signage, Snow Creek ball field renovations, Essig Facility improvement and Lakewatch paved shoulder. Shoreline stabilization is an ongoing effort at Smith Mountain Lake Community Park. This erosion has rapidly increased in recent years as boat traffic is creating greater waves. Mowers are needed for the upkeep of Summit View Business Park.

Project Name:

Smith Farm Annual Payment

Funding Approved:

Local	\$	100,000
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Other Funding:

Description:

The County purchased the Smith Farm for 10 annual payments to Virginia Western Community College. These funds are given back to Franklin County college students through grants.

Franklin County - Capital Improvement Project Information General Registrar

Project Name:

Voting Equipment Replacement
& Electronic Pollbooks

Funding Approved:

Local	\$	45,000
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Other Funding:

Description:

The County anticipates the replacement of voting equipment and pollbooks. At this time we are uncertain when and how much this will cost the County.

Franklin County - Capital Improvement Project Information Information Technology

Project Name:

PC Replacement &
Communication Network

Funding Approved:

Local \$ 200,000

Other Funding:

Description:

Communication Network hardware and software supporting the County network infrastructure constantly needs upgrading to stay current and function efficiently. This includes new build outs of fiber and other critical network infrastructure. PCs also needs to be upgraded to help the County stay with current technology.

Project Name:

Software Upgrades and Licensing

Funding Approved:

Local \$ 164,500

Other Funding:

Fund Balance 100,000

Description:

Diligence and license awareness is required for legal compliance in relation to the software piracy association oversight. This will cover new and renewed license support.

Project Name:

GIS Purchase Replace Trimble
Units

Funding Approved:

Local \$ 16,000

Other Funding:

Description:

GIS is an essential and ever-growing necessity to the county. We are under constant pressure to produce and display accurate and accessible data for a variety of internal and external stakeholder.

Franklin County - Capital Improvement Project Information General Properties

Project Name:

Capital Maintenance Reserve

Funding Approved:

Local \$ 312,500

Other Funding:

Description:

Several of our HVAC Systems are needing to be repaired and/or replaced. There are also several system control units that need to be replaced because they are failing.

Project Name:

YMCA Facility Upgrades

Funding Approved:

Description:

The county has ownership of the Rocky Mount YMCA. No major repairs have been made to the facility for several years.

Other Funding:

Fund Balance \$ 200,000

Franklin County - Capital Improvement Project Information Public Safety

<u>Project Name:</u> Radio Communications	<u>Description:</u> Periodic firmware updates are required on radio subscribers in order to assure proper operation of fixed infrastructure when this infrastructure software is updated			
<u>Funding Approved:</u> <table><tr><td>Local</td><td>\$</td><td>32,000</td></tr></table>	Local	\$	32,000	
Local	\$	32,000		
<u>Other Funding:</u> 				



<p><u>Project Name:</u></p> <p>Fire Apparatus Replacement: Scruggs Quint Lease</p>	<p><u>Description:</u></p> <p>This is an ongoing project that replaces fire apparatus assigned to front line fire service through the county.</p>			
<p><u>Funding Approved:</u></p> <table> <tr> <td data-bbox="159 1085 280 1113">Local</td> <td data-bbox="448 1085 487 1113">\$</td> <td data-bbox="512 1085 628 1113">15,052</td> </tr> </table>	Local	\$	15,052	
Local	\$	15,052		
<p><u>Other Funding:</u></p>				

Franklin County - Capital Improvement Project Information Public Safety

Project Name:

EMS Equipment
Defibrillators/EKG Monitors

Funding Approved:

Local	\$	187,273
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Other Funding:

Fund Balance		68,073
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Description:

This purchase will replace two patient EKG monitor defibrillators that have reached the end of the serviceable lifespan. There are currently 19 patient care monitor defibrillators in service in ambulances in the County. Thirteen of these monitors have been in service greater than ten years. These devices are used on every EMS call and are vital to daily EMS operations.

Project Name:

Fire Apparatus Replacement;
Fork Mtn. & Boones Mill

Funding Approved:

Local	\$	9,150
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Other Funding:

Grant		165,894
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Description:

This is an ongoing project that replaces fire apparatus assigned to front line fire service through the county.

Franklin County - Capital Improvement Project Information Public Safety

Project Name:

EMS Vehicle Replacement

Funding Approved:

Local	\$	42,050
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Other Funding:**Description:**

Ambulances are emergency vehicles that experience significant wear and tear due to the extended idle times at emergency scenes. Ambulance fleets must be replaced on a regular schedule to provide reliable transportation of patients experiencing life threatening emergencies.

Project Name:

Replace Backup Generator at EOC

Funding Approved:

Local	\$	50,000
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Other Funding:**Description:**

The existing generator is a 25kW, which is inadequate for the electric load to run the EOC in the event the 9-1-1 dispatch center goes down or a large local disaster requires use of the EOC. Electric load requires a 50kW unit.

Franklin County - Capital Improvement Project Information Sheriff's Office

Project Name:

Vehicle Replacement/Upfit & In-car Cameras and Tactical Vest

Funding Approved:

Local	\$	415,000
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Other Funding:

Description:

All emergency vehicles respond to call for service must be the highest caliper and condition available. Body cameras are now a necessity in law enforcement. Body cameras would allow deputies to capture video of arrest, traffic stops, etc. Tactical vest that are outdated, per manufacturer, and/or unsafe due to damage or wear must be replaced.

Project Name:

Jail Improvement

Funding Approved:

Local	\$	63,000
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Other Funding:

Description:

The generator at the Franklin County Jail supplies electricity to jail facility when public energy service is interrupted. The jail houses approximately sixty inmates at any given time. The safety of the inmates as well as Sheriff Office staff would be severely impacted if this backup energy source was not available or failed when needed.

**Franklin County
Proposed Budget 18-19**

Debt Service Fund:

Revenues

Transfer from the General Fund - County Debt
Transfer from the General Fund - School Debt
Total Transfers

Adopted FY17-18	Adopted FY18-19
\$2,178,056	\$5,003,328
811,936	0
2,989,992	5,003,328

Beginning Fund Balance
Westlake Sewer Debt Reimbursement from
Western Virginia Water Authority

903,350	0
189,575	185,038
\$4,082,917	\$5,188,366

Expenditures

Bank Charges	\$500	\$500
Westlake Sewer Debt Payment	189,575	185,038
Radio System Borrowing	1,365,673	1,365,913
2016A and 2017A Refunding ^	1,495,258	1,497,823
2016B and 2017B New Money Borrowing #	419,336	859,092
New Borrowing for Capital Projects*		1,280,000
Transfer to School Capital Projects	561,190	0
Reserve for Future Debt - Schools	51,385	0
	\$4,082,917	\$5,188,366

Notes:

* The new borrowing represents anticipated debt service for a new borrowing to continue development at Summit View Business Park, equipment for the business park and the landfill, and landfill closure costs. Any remaining funds will be reserved to help fund debt service on future County and School capital projects.

^ Franklin Center, Government Center and 2013 Borrowing were all refunded during the FY16-17 fiscal year.

\$16 million was borrowed in FY16-17 for the new Business Park, a Public Safety station and a new cell at the Landfill.

7

Schools

School Officials	214
School Summary	215



Franklin County Public Schools
June 30, 2018

School Board Members

			
<u>G.B. Washburn, Jr.</u> Chairperson Snow Creek District	<u>Julie Nix</u> Vice Chairperson Blue Ridge District	<u>Dr. Karen M.S. Hiltz</u> Gills Creek District	<u>Charles E. Jamison</u> Blackwater District
			
<u>P.D. Hambrick</u> Union Hall District	<u>Donna Cosmato</u> Boones District	<u>Jeff Worley</u> Rocky Mount District	<u>Penny Blue</u> Member at Large

School Administration

Dr. W. Mark Church, Superintendent of Schools

Assistant Superintendent.....	Suzanne M. Rogers
Director of Human Resources.....	James Derek Bryant
Director of Business & Finance	C. David Terry
K-12 Director of Curriculum & Instruction.....	Brenda Muse
Coordinator of Federal Programs.....	Brenda McGrath
Coordinator of Testing	Kara Bernard
Director of Special Programs & Services	Judy C. Falls
Supervisor of Technology Services	Timothy H. Morris
Coordinator of Student Services/Clerk	Janet J. Stockton
Coordinator School Food Services/Nutrition.....	Heather Snead
Director of Operations	Gregg J. Cuddy
Supervisor of Transportation	Donna C. Carter
Supervisor of Maintenance	Darryl K. Spencer
Coordinator of Purchasing	J. T. Hodges

Franklin County Summary of the Adopted 2018-2019 School Budget

Introduction- The Franklin County School Board operates the elementary and secondary public schools in the County. The School board is fiscally dependent upon the County because the County approves all debt issuances of the School Board and provides significant funding to operate the public schools since the School Board does not have separate taxing powers. The School Board is granted authority for implementation of the appropriated funds for their respective operations.

The educational needs of the Franklin County Public Schools are conveyed to the residents of the County and the Members of the Franklin County Board of Supervisors by the Franklin County School Board and the Superintendent of Schools. Copies of detailed school budgets are available to the public on the school division's website and by request.

Virginia state law requires that a public school budget be developed into ten general categories covering (1) Instruction; (2) Administration, Attendance & Health; (3) Pupil Transportation; (4) Operation & Maintenance; (5) School Food Services; (6) Canneries, (7) Facilities, (8) Debt Service, (9) Technology and (10) Contingency Reserve.

Franklin County Public Schools are fully accredited. Boones Mill Elementary School and Burnt Chimney Elementary School were chosen by the Virginia Department of Education as 2017-2018 Virginia Index of Performance (VIP) Board of Education Distinguished Achievement Awardees based on data from school years 2015-2016 and 2016-2017. Callaway Elementary School and Dudley Elementary School received the 2017 Board of Education Distinguished Achievement Awards. The School division formed a New Tech Academy (problem-based learning) for eighth-graders at the Gereau Center during the 2017-18 school year. It is the third New Tech School in Virginia. The New Tech Academy served 89 students during the school year. The program will be expanded as the Eagle Tech program to ninth-graders at the High School in the 2018-19 school year. A total of \$2.75 million in scholarships were awarded to Franklin County High School Seniors in 2016-17.

The FY18-19 adopted budget totals \$87,364,154. Revenue changes for 2018-19 include:

- Increase in state revenue of \$640,631 due to increased State sales tax projections and increased state funding for the standards of quality through the re-benchmarking process
- Decrease in Federal Funds of \$201,687 due to a reduction in anticipated revenues from Title I program
- Net decrease of \$104,758 in the other funds category due to a reduction in receipts from the dual enrollment program
- Net increase in County funding to the Schools of \$618,990 for operations and capital improvements

Priority was given to employee salary increases for the 2018-19 budget due to the minimal compensation adjustments that we have been able to provide in recent years and to improve the school division's competitive compensation market position.

Expenditures are targeted to issues that are driven by school metrics and the six-year comprehensive plan to reverse trends and/or provide results in the following areas:

- Graduation Rate/Dropout-alternative school, expanded career and technical offerings/choices/SAS. Pre-K, Early Childhood Special Education Program
- Drop Out rate/special education-revamped SPED coordinator position, added an Assistant Director position, and increased teaching staff
- Need for Autism Support-VCU ACE/Nest Model
- Increased Social/Emotional Support required by many of our students

Major Budget Issues: The major changes in the overall 2018-19 school budget relate to the following initiatives:

State Mandated Expenditure Increases – There were no major State mandated expenditure increases for FY 2018-19.

Major Budget Initiatives for 2018-19:

- Step increase for all employees with 1% for employees at the top of their scale \$1,617,664
- Healthcare increase due to large loss claims and unfavorable trend \$475,000
- Instructional staff increases for eight positions \$420,050
- Assistant Elementary Principal Position \$85,000
- One network systems engineer \$47,950
- Addition of a job placement apprenticeship coordinator position \$67,500
- Funding for 4.5 Family Liaison positions \$221,454
- Funding for one routing coordinator in Transportation \$47,250
- Funding for building improvements and equipment replacement \$492,673
- Funding for Compensation Initiatives and market adjustments \$583,638
- 1 additional full-time psychologist \$82,000

The following is brief summary of each budget category:

Instruction:

All instructional personnel and related expenditures are included in this category. Major increases include the step pay increase including 1% for employees at the top of their salary scale.

Administration, Attendance and Health:

Administrators, secretaries, school nurses and psychologists are included as a mandated part of this section of the budget.

Also included in this category are salaries for School Board members, attorney fees, state and local audit fees, required legal advertising, consultant fees, association dues, division medical supplies, travel and supplies.

Pupil Transportation:

Bus drivers, bus monitors, mechanics, part time garage employees, the routing coordinator, secretary, bus driver trainer and supervisory personnel are included in this category.

Progress was recently made in the bus replacement plan as nine buses were purchased in the FY16-17 fiscal year. Three school buses were purchased in 2017-18 and three more are planned in 2018-19. The bus replacement plan calls for twelve buses to be purchased on an annual basis.

Operation and Maintenance:

This budget category includes funding for maintenance staff, full time and part time custodians, supervisors, a secretary and campus safety officers.

Maintenance contracts, security, utilities, liability and property insurance, supplies and building materials for the entire school division are examples of items included in the category. Other expenditures are maintenance contracts for boiler inspections, HVAC units, fire alarm and elevator systems.

School Food Services:

This budget category is self-supporting and includes cafeteria workers and food and supplies for cafeteria operations at all County schools. Expenditures for food and supplies are projected to increase. Increases also include additional capital outlay for cafeteria equipment.

Canneries:

The two canneries are located at Callaway and Glade Hill Elementary Schools and are administered by the School Division. This budget is funded by amounts charged to patrons (\$15,620) and an appropriation from the Franklin County Board of Supervisors (\$37,419).

Facilities:

The School Board and the Board of Supervisors jointly approved a five-year school capital improvement plan totaling \$6.3 million in 2012. Included in the plan were roof replacements at four elementary schools, water system upgrades at three schools, asbestos removal and floor tile replacement, gym floor replacement at two schools, plumbing fixture upgrades, asphalt replacement, air conditioning for two elementary school cafeterias and security upgrades and central smoke detectors for all schools. Fiscal year 2016-17 marked the end of the five year Capital Improvement plan. The current 10 Year Capital Improvement Plan includes projects such as a new Career and Technical Center and major renovations for Franklin County High School and renovations to Benjamin Franklin Middle School that include building additions and infrastructure upgrades.

Debt Service:

This budget category includes all school building financing debt payments resulting from building programs from past years. The overall decrease in the Debt Service budget for 2018-19 is \$660,983 which results from reductions in principal and interest payments.

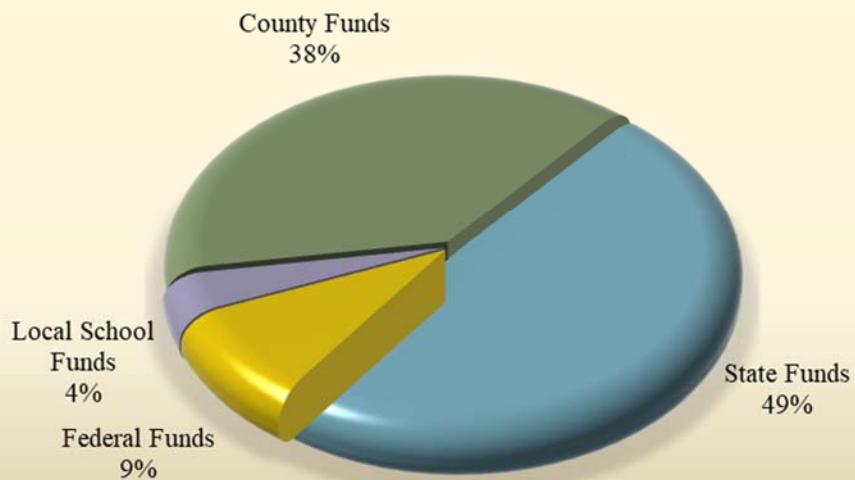
Technology:

This category includes funding for IT management, secretaries, ITRT's and technical staff. Also included is funding for staff development, community instruction, equipment maintenance and software support, internet services and additional items to meet the technology needs of the Division. Increases in this budget section include continued upgrades for the division-wide IT initiatives.

Franklin County Public Schools
Adopted Revenues

<u>Budget Category</u>	<u>Actual 2016-17</u>	<u>Budget 2017-18</u>	<u>Adopted 2018-19</u>	<u>Percent of Total</u>
State Funds	\$40,858,636	\$42,036,677	\$42,677,308	49%
Federal Funds	7,544,767	8,004,604	7,802,917	9%
Local School Funds	3,131,184	3,295,423	3,190,665	4%
County Funds	33,064,803	33,074,274	33,693,264	38%
Total	\$84,599,390	\$86,410,978	\$87,364,154	100%

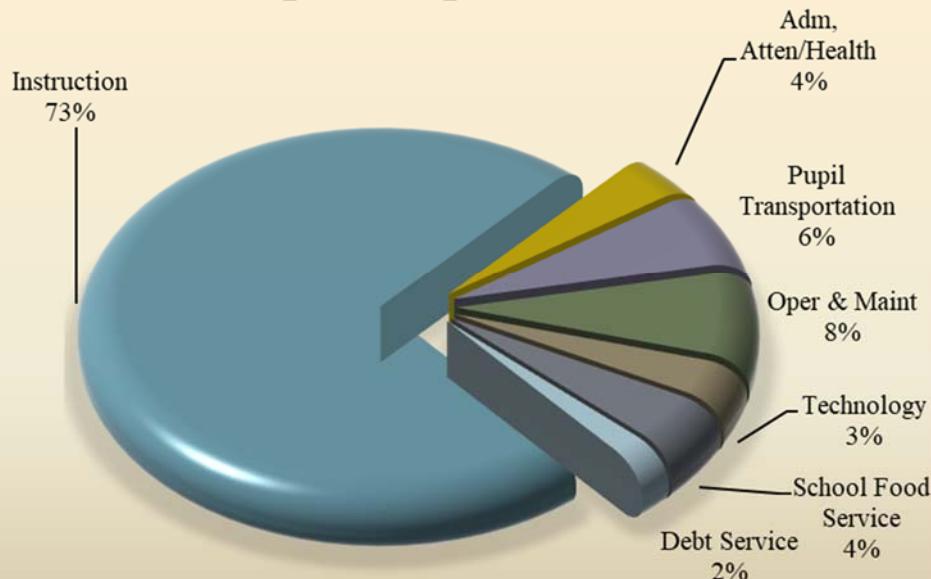
**Franklin County Public Schools
Adopted Revenues**



Franklin County Public Schools
Summary of Expenditures

<u>Budget Category</u>	<u>Actual 2016-17</u>	<u>Budget 2017-18</u>	<u>Adopted 2018-19</u>	<u>Percent of Total</u>
Instruction	\$60,776,069	\$62,523,888	\$63,509,909	73%
Adm, Atten/Health	2,759,822	3,150,433	3,204,346	4%
Pupil Transportation	6,442,129	5,580,722	5,672,066	6%
Oper & Maint	7,148,803	6,675,582	6,681,512	8%
Technology	2,827,680	2,717,868	2,860,451	3%
School Food Service	3,483,860	3,466,363	3,800,731	4%
Debt Service	2,350,220	2,296,122	1,635,139	2%
Total	\$85,788,583	\$86,410,978	\$87,364,154	100%

**Franklin County Public Schools
Adopted Expenditures**



8

Appendices



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Franklin County
Authorized Positions By Department

Fund/Department	Actual FY 16-17	Budget FY 17-18	Adopted FY18-19	Variance FY 18 to FY 19
General Fund				
Board of Supervisors	1	1	1	0
County Administrator	4	4	4	0
Commissioner of Revenue	10	10	10	0
Treasurer	6	6	6	0
Finance/Human Resources	4	4	5	1
Information Technology	10	10	10	0
Registrar	2	2	2	0
Circuit Court	1	1	1	0
Clerk of the Circuit Court	10	10	10	0
Sheriff - Courts	8	8	8	0
Commonwealth Attorney	10	10	11	1
Sheriff - Law Enforcement	55	55	59	4
Domestic Violence	1	1	1	0
Sheriff - Correction and Detention	20	20	20	0
Building Inspections	8	8	8	0
Animal Control	3	3	3	0
Public Safety (16 Charged to EMS Billing Revenue)	39	39	45	6
Public Works	4	4	3	-1
Solid Waste	18	18	18	0
General Properties	9	10	10	0
Social Services	76	78	78	0
CSA - Youth Services	2	2	2	0
Family Resource Center	6	6	6	0
Aging Services	1	1	1	0
Parks and Recreation	11	12	13	1
Library Administration	8	8	8	0
Planning & Community Dev.	8	8	8	0
Economic Development	1	1	1	0
Tourism Development	1	2	2	0
GIS & Mapping	2	2	2	0
The Franklin Center	3	3	3	0
General Fund Total	342	347	359	12
Special Revenue Fund - E911 Dept	14	14	18	4
Utility Fund				
School Fund (Full Time Equivalents)	1282	1287	1287	0
Total County	1638	1648	1664	16

Explanations of Changes from 17-18 Budget to Adopted 18-19 Budget:

An additional Maintenance position was approved for the Parks and Recreation department to help with upkeep of new business park

Ten new positions was added to Public Safety (4 to Sheriffs Office and 6 to Public Safety)

E911 received four new dispatch position

Commonwealth Attorney's Office added an Attorney I position

**ANNUAL RESOLUTION OF APPROPRIATION OF THE COUNTY OF
FRANKLIN FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 AND ENDING
JUNE 30, 2019**

A resolution to appropriate designated funds and accounts from specified estimated revenues for FY 18-19 for the operating budget and the Capital Improvements Program for the County of Franklin and to authorize and empower County officers to expend funds and manage cash assets; and to establish policies under which funds will be expended and managed.

The Franklin County Board of Supervisors does hereby resolve on this 19th day of June, 2018 that, for the fiscal year beginning on July 1, 2018, and ending on June 30, 2019, the following sections are hereby adopted.

- Section 1. The cost centers shown on the attached table labeled Appropriations Resolution, Exhibit B, are hereby appropriated from the designated estimated revenues as shown on the attached table labeled Appropriations Resolution, Exhibit A.
- Section 2. Appropriations, in addition to those contained in this general Appropriations Resolution, may be made by the Board of Supervisors only if deemed appropriate and there is available in the fund unencumbered or unappropriated sums sufficient to meet such appropriations.
- Section 3. The School Board and the Social Services Board are separately granted authority for implementation of the appropriated funds for their respective operations. By this resolution the School Board and the Social Services Board are authorized to approve the transfer of any unencumbered balance or portion thereof from one classification of expenditure to another within their respective funds in any amount.
- Section 4. The County Administrator is expressly authorized to approve transfers of any unencumbered balance or portion thereof from one classification of expenditure to another within the same cost center for the efficient operation of government.

Section 5. All outstanding encumbrances, both operating and capital, at June 30, 2018 shall be reappropriated to the 2018-2019 fiscal year to the same cost center and account for which they are encumbered in the previous year.

Section 6. At the close of the fiscal year, all unencumbered appropriations lapse for budget items other than those involving ongoing operational projects, or programs supported by grants or County funds, which must be preapproved by the County Administrator or his designee. Such funds must be applied to the purpose for which they were originally approved.

Section 7. Appropriations previously designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project if funding is available from all planned sources, or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. Upon completion of a capital project, the County Administrator is hereby authorized to close out the project and return to the funding source any remaining balances. This section applies to all existing appropriations for capital projects at June 30, 2018 and appropriations as they are made in the FY18-19 Budget. The County Administrator is hereby authorized to approve construction change orders to contracts up to an increase not to exceed the budgeted project contingency and approve all change orders for reduction of contracts.

Section 8. The approval of the Board of Supervisors of any grant of funds to the County shall constitute the appropriation of both the revenue to be received from the grant and the County's expenditure required by the terms of the grant, if any. The appropriation of grant funds will not lapse at the end of the fiscal year but shall remain appropriated until completion of the project or until the Board of Supervisors, by appropriate resolution, changes or eliminates the appropriation. The County Administrator may increase or reduce any grant appropriation to the level approved by the granting agency during the fiscal year. The County Administrator may approve necessary accounting transfers between cost centers and funds to enable the grant to be accounted for in the correct manner. Upon completion of a grant project, the County Administrator is authorized to close out the grant and return to the funding source any remaining balance. This section applies to appropriations for grants outstanding at June 30, 2018 and appropriations in the FY 18-19 Budget.

Section 9. The County Administrator may reduce revenue and expenditure appropriations related to programs funded all or in part by the

Commonwealth of Virginia and/or the Federal Government to the level approved by the responsible state or federal agency.

Section 10. The County Administrator is authorized to make transfers to the various funds for which there are transfers budgeted. The County Administrator shall transfer funds only as needed up to amounts budgeted or in accordance with any existing bond resolutions that specify the matter in which transfers are to be made.

Section 11. Appropriations are hereby authorized for the Courthouse Maintenance Fund, the Forfeited Assets Program Fund, the Law Library Fund, the E911 Fund, the Debt Service Fund, the Utility Fund and EMS Billing Revenue equal to the total cash balance on hand at July 1, 2018, plus the total amount of receipts for the fiscal year 2018-2019. The County Administrator is also authorized to appropriate carryover funds from any designated revenues or donated funds.

Section 12. The Treasurer may advance monies to and from the various funds of the County to allow maximum cash flow efficiency. The advances must not violate County bond covenants or other legal restrictions that would prohibit an advance.

Section 13. All procurement activities with funds appropriated herein shall be made in accordance with the County purchasing ordinance and applicable state statutes.

Section 14. It is the intent of this resolution that funds be expended for the purpose indicated in the budget; therefore, budgeted funds may not be transferred from operating expenditures to capital projects or from capital projects to operating expenses without the prior approval from the Board of Supervisors. Also, funds may not be transferred from one capital project to another without the prior approval of the Board of Supervisors.

Section 15. The County Administrator is authorized, pursuant to State statute, to issue orders and checks for payments where funds have been budgeted, appropriated, and where sufficient funds are available. A listing of vendor payments shall be presented to the Board of Supervisors not less frequently than monthly.

Section 16. Subject to the qualifications in this resolution contained, all appropriations are declared to be maximum, conditional and proportionate appropriations – the purpose being to make the appropriations payable in full in the amount named herein if necessary and then only in the event the aggregate revenues

collected and available during the fiscal year for which the appropriations are made are sufficient to pay all the appropriations in full. Otherwise, the said appropriations shall be deemed to be payable in such proportions as the total sum of all realized revenue of the respective funds is to the total amount of revenue estimated to be available in the said fiscal year by the Board of Supervisors.

Section 17. All revenues received by an agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board not included in its estimate of revenue for the financing of the fund budget as submitted to the Board of Supervisors may not be expended by said agency under the control of the Board of Supervisors or by the School Board or by the Social Services Board without the consent of the Board of Supervisors being first obtained, and those sums appropriated to the budget. Any grant approved by the Board for application shall not be expended until the grant is approved by the funding agency for drawdown. Nor may any of these agencies or boards make expenditures which will exceed a specific item of an appropriation.

Section 18. Allowances out of any of the appropriations made in this resolution by any or all County departments, commissions, bureaus, or agencies under the control of the Board of Supervisors to any of their officers and employees for expense on account of the use of such officers and employees of their personal automobiles in the discharge of their official duties shall be paid at the same rate as that established by the State of Virginia for its employees and shall be subject to change from time to time to maintain like rates.

Section 19. All previous appropriation ordinances or resolutions to the extent that they are inconsistent with the provisions of this resolution shall be and the same are hereby repealed.

Section 20. This resolution shall become effective on July 1, 2018.



APPROPRIATIONS RESOLUTION EXHIBIT A

County of Franklin
Adopted Revenues
Fiscal Year 2018 - 2019

Real Estate	\$ 39,995,936	Shared Expenses Sheriff	\$ 3,122,381
Public Service Corp	1,034,247	Shared Expenses Comm of Revenue	169,550
Personal Property	11,238,547	Shared Expenses Treasurer	155,247
Machinery and Tools	881,392	Shared Expenses Registrar	46,399
Merchants Capital	729,903	Shared Expenses Clerk of Court	368,199
Penalties and Interest	653,782	Shared Expenses Jail Costs	145,514
		Public Assistance Grants	5,057,384
Sales Tax	4,619,086	VJCCCA Grant	21,332
Communications Tax	2,053,379	Family Resources Grants	270,033
Consumer Utility Taxes	998,454	Comprehensive Services Grant	3,643,490
County Business License	3,990	Franklin Center Grants	50,190
Franchise License Tax	232,204		
Motor Vehicle License Fees	2,029,011	Personal Property Tax Relief	2,626,618
Bank Stock Taxes	162,667		
Tax on Deeds	531,112	Library Grants	153,449
Hotel/Motel Trans Occupancy Tax 2%	50,090	Recordation Taxes - State	164,179
Hotel/Motel Trans Occupancy Tax 3%	75,614	Aging Services Grants	101,173
Meals Tax	1,084,031	Grantor Tax on Deeds	142,089
Licenses and Fees	399,402	Victim Witness Grant	70,000
Court Fines and Costs	41,892	Emergency Grants (FEMA)	34,584
Interest on Bank Deposits	375,045	DEQ Litter Control Grant	15,032
Rent, Miscellaneous	541,352	Park Land - Pymt in Lieu of Tax	18,557
		Total General Fund	<u>87,908,571</u>
Clerk of Court Fees	135,001	Capital Fund	3,456,775
Commonwealth Attorney Fees	5,097	Asset Forfeiture Fund	10,000
Off Duty Pay for Sheriff Deputies	97,965	E911 Fund	1,276,129
Animal Control Fees	3,114	Law Library	10,000
Landfill Fees	890,000	Debt Service Fund	5,188,366
Aging Services Local Revenue	18,508	Utilities	24,000
Family Resource Center Donations	11,680	Courthouse Maintenance Fund	44,000
Recreation Fees	180,362	Total - Other Funds	<u>10,009,270</u>
EMS Billing Revenue	1,163,727		
Library Fines and Fees	51,697	Schools: Local (Cafeteria, Miscellaneous)	3,190,665
Franklin Center Fees	10,517	State	42,677,308 (1)
Sale of Maps and Code	138	Federal	7,802,917
Recovered Costs	525,990	County	33,655,845
Motor Vehicle Carriers Tax	40,314	Canneries	37,419
Mobile Home Titling Tax	78,652	Total School Funds	<u>87,364,154</u>
Motor Vehicle Rental Tax	36,052		
Shared Expenses Comm Attorney	553,221		<u>\$ 185,281,995</u>

(1) The Schools received additional state revenue from the Department of Education after the budget was passed by the General Assembly. The School state funds increased by \$287,783 since the County's budget adoption on May 29, 2018.

APPROPRIATIONS RESOLUTION EXHIBIT B

**County of Franklin
Adopted Expenditures
Fiscal Year 2018-2019**

General Government Administration

Board of Supervisors	\$ 437,860	Family Resource Center	\$ 352,124
		Aging Services	224,417
			<u>13,052,150</u>

General and Financial Administration

County Administrator	430,680	Parks, Recreation and Cultural	
Commissioner of Revenue	617,399	Parks and Recreation	1,250,155
Reassessment	300,000	Library Administration	984,577
Treasurer	532,586		<u>2,234,732</u>
Finance	337,737		
Risk Management	425,727	Community Development	
Human Resources	135,872	Planning Agencies	520,331
Information Technology	1,215,144	Planning & Community Development	556,777
Registrar	294,834	Economic Development	1,004,057
	<u>4,727,839</u>	GIS and Mapping	160,006

Judicial Administration

Circuit Court	107,156		
General District Court	7,080		
Magistrate	2,000		
Juvenile and Domestic Rel Court	17,750	Nondepartmental	521,020
Clerk of the Circuit Court	650,634		
Sheriff - Courts	808,024	Transfers to Other Funds	
Juvenile Court Services	487,901	Schools - Operations	32,021,332
Commonwealth Attorney	874,538	Schools - Debt Service	1,634,513
	<u>2,955,083</u>	Schools - Canneries	37,419

Public Safety

Sheriff - Law Enforcement	4,574,845		
Correction and Detention	4,094,608		
Building Inspections	485,605		
Animal Control	281,316		
Public Safety	4,735,002		
	<u>14,171,376</u>	Subtotal	<u>43,384,496</u>

Total General Fund

87,908,571

Public Works

Public Works	248,672	Other Funds:	
Solid Waste and Recycling	2,357,377	E911	1,276,129
General Buildings and Grounds	<u>1,316,457</u>	Debt Service	5,188,366
	<u>3,922,506</u>	Capital Fund	3,456,775

Health and Welfare

Health Department	372,899	Courthouse Maintenance	44,000
Community Services	114,718	Utilities	24,000
Social Services	6,478,149	Forfeited Assets	10,000
CSA	5,509,843	Schools	<u>87,364,154 (1)</u>

\$ 185,281,995

(1) The Schools received additional state revenue from the Department of Education after the budget was passed by the General Assembly. The School state funds increased by \$287,783 since the County's budget adoption on May 29, 2018.

Glossary

Accrual Basis of Accounting	A basis of accounting under which revenues are recorded when earned and expenditures are recorded as soon as they result in liabilities for benefits received.
ADA	Americans with Disabilities Act
ALS	Advanced Life Support
Appropriation	An authorization granted by the Board of Supervisors to a specified organization, such as a unit of the County Government, to make expenditures and to incur obligations for specific purposes. An appropriation is limited in dollar amount and as to when it may be spent, usually expiring at the end of the fiscal year.
Appropriation Resolution	A legally binding document prepared by the County Administrator which delineates by fund and department all expenditures and revenue adopted by the Board of Supervisors which are reflected in the Adopted Fiscal Plan.
Assessed Valuation	The official valuation of property as a basis for property taxation.
Balanced Budget	A fiscal plan showing estimated expenditures equal to estimated revenues for a specific fiscal year.
Basis of Budgeting	The modified accrual is used as the basis for budgeting. Revenues are recognized in the accounting period in which they become available, except for property taxes not collected 45 days after year end. Expenditures are recognized in the accounting period when the liability is incurred, except for general long-term debt.
BLS	Basic Life Support
Bond	A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common type of bonds are general obligation bonds and revenue bonds usually issued for construction of large capital projects such as buildings, utility systems, parks, etc. General obligation bonds require approval through voter referendum for counties in Virginia.
Bonded Debt	The portion of the indebtedness represented by outstanding bonds.
Budget	An annual financial plan that identifies revenues specifies the type and level of services to be provided and establishes the amount of money which can be spent.
Budgetary Control	The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping

	expenditures within the limitations of available appropriation and available revenues.
CAD	Computer Aided Dispatch
Capital Outlay	Expenditures for items of a substantial nature (more than \$1,000) that are expected to have a useful life of several years. Examples include personal computers, vehicles, radios, tape recorders, etc.
Carryover Funds	Unexpended funds from the previous fiscal year which may be used to make payments in the current fiscal year. This may also be referred to as the beginning fund balance.
CDBG	Community Development Block Grant
CIP	Capital Improvement Program
Constitutional Officers	Elected officials whose positions are established by the Constitution of the Commonwealth or its statutes (Clerk of the Circuit Court, Commissioner of the Revenue, Commonwealth's Attorney, Sheriff and Treasurer.)
CSA	Comprehensive Services Act – Provides funding for foster children and children with special educational needs that cannot be accommodated by the School System.
DARE	Drug Abuse Resistance Education
DEMS	Department of Emergency Medical Services
Department	A major administrative division of the County which indicates overall management responsibility for an operation or a group of related operations within a functional area.
DEQ	Department of Environmental Quality
DJJ	Department of Juvenile Justice
DSS	Department of Social Services
EMD	Emergency Medical Dispatch
EMS	Emergency Medical Services
Expenditure	This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds.
FEMA	Federal Emergency Management Agency
Fiscal Year	A fixed period of time for which expenditures and revenues are provided in Franklin County. The fiscal year is July 1 through June 30.
Fixed Assets	Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Full Time Position	An employment position authorized by the Board of Supervisors and included in the Table of Authorized Positions. Funding may or may not be included in the budget for the positions.
Fund	An accounting entity with a group of self-balancing accounts recording cash and other financial resources, together with all related liabilities and residual balances, and changes therein, which are separated by specific activities in accordance with special regulations, restrictions or limits. Commonly used funds include the general fund, special revenue funds and capital project funds.
Fund Balance	The difference between costs and revenue. A negative fund balance is sometimes called a deficit.
GASB	Governmental Accounting Standards Board.
General Fund	The general operating fund that is used to account for all financial resources except those required to be accounted for in another fund.
GIS	Geographic Information System
Goal	A broad statement of outcomes to be achieved on behalf of the customers.
Intergovernmental Revenue	Revenue from other governments, such as the State and Federal governments, in the form of grants, entitlements, shared revenue, or payments in lieu of taxes.
IPR	Indoor Plumbing Rehabilitation Grant
Long-Term Debt	Debt with a maturity of more than one year after the date of issuance.
Modified Accrual	Revenues are recorded when susceptible to accrual, i.e., both measurable and available to finance expenditures of the fiscal period.
MSDS	Material Safety Data Sheets
Object Series	A subsection of a department's budget which groups similar accounts. Personnel, operating and capital outlay are the three major series used.
Objectives	A statement of results to be achieved by a specific period of time in order to accomplish stated goals. Objectives describe specific measurable outputs within a designated time frame.
Personal Property	A category of property, other than real estate, so identified for purposes of taxation. It includes personally owned items, corporate property and business equipment. Examples include automobiles, motorcycles, trailers, boats, airplanes, business furnishings, and manufacturing equipment.
Program	This is a plan or unit under which action may be taken towards meeting an individual or set of goals(s) in the provision of a particular service.
Property Tax Rate	The level at which property values are calculated to determine the amount of taxes to be collected.

PSAP	Public Safety Answering Point
Public Service Property	Property specifically designated for public service use. This includes property purchased or received as a gift by a government. It includes property such as land and buildings, and other property, such as computers, copiers and cash registers.
Real Property	Real estate, including land and improvements (building, fencing, paving, etc.) classified for purposes of tax assessment.
Recovered Costs	Specific revenues, usually from other entities, that compensate or reimburse the County for specific expenditures.
Reserve	A portion of a fund's assets that is restricted for a certain purpose and not available for appropriation.
Revenue	A source of income that provides an increase in net financial resources, and is used to fund expenditures. Budgeted revenue is categorized according to its source, such as local, state, federal or other financing sources.
SCC	State Corporation Commission
SML	Smith Mountain Lake
STAG	State and Tribal Assistance Grant
Special Revenue Fund	A fund used to account for revenues from specific taxes or other earmarked revenue sources which by law are designated to finance particular functions or activities of government. After the fund is established, it usually continues year after year until discontinued or revised by proper legislative authority.
TEA-21	Transportation Enhancement Act Grant
VJCCA	Virginia Juvenile Community Crime Control Act
WFDC	Workforce Development Consortium



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