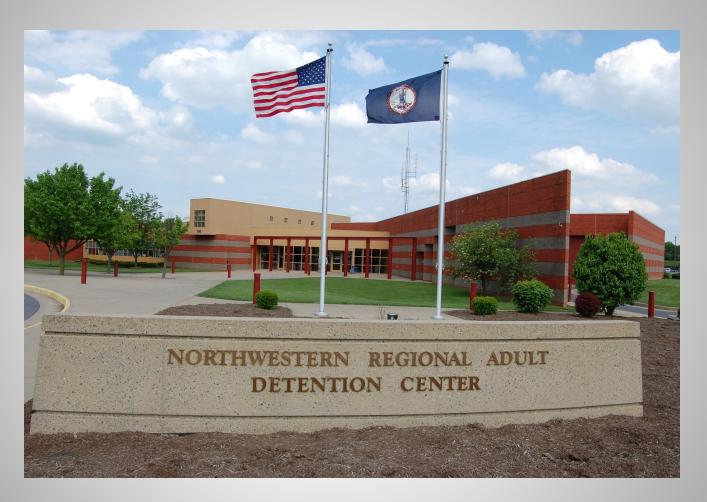
Northwestern Regional Jail Authority November 3, 2022



Agenda

- 1. Call to Order
- 2. Approval of Agenda
- 3. Approval of the Minutes for the July meeting
- 4. Employee of the Quarter
- 5. Finance Committee Introduction of FY24 Budget
- 6. Adjourn

July 28, 2022 Minutes Approval

Employee of the Quarter – Sgt. Jeremiah Timbrook

Finance Committee Report - FY24 Budget

- ▶ Finance Committee met on 10/18/22; items discussed were:
 - ▶ The proposed budget has some unknown items such as the VRS rate, COLA increases, health insurance increases, and other fringe benefit amounts.

▶ On October 26, Finance sent out updated fringe amounts. Health insurance increased 15% and Worker's Comp increased 0.25%. The information that follows includes these changes. The Finance Committee has not seen the increase in the proposed budget due to receiving this information after the meeting.

FUND BALANCE

Current Fund Balance as of 10/27/22:

\$ 4,068,370 (-) \$170,000 projects

(projects were approved in July meeting – Simplex; Admin cubicles; Medical software)

Fund Balance after FY24 proposed draw:

\$ 3,898,370 - \$ 600,000 =

\$3,298,370

(about 12% of proposed budget remaining)

CURRENT FY23 BUDGET VS. PROPOSED FY24 BUDGET

	Current FY23 Budget	Proposed FY24 Budget	Increase/Decrease
Personnel	\$ 19,121,332	\$ 20,077,602	\$ 956,270
Operating	\$ 5,737,610	\$ 5,694,527	\$ (43,083)
Capital	\$ 60,157	\$ 156,700	\$ 96,543
Bonds	\$ 1,594,115	\$ 1,602,759	\$ 8,644
TOTAL	\$ 26,513,214	\$ 27,531,588	\$ 1,018,374

DIFFERENCES IN PERSONNEL COSTS

- 2% COLA included \$290,704
- Increased Overtime \$175,000 (FY21/FY22 actual costs \$940k/\$1M; budgeted for FY24 \$850k)
- Increased LEOS \$50,000 (Based off actual current expenses for FY23)
- Raise pay on all Food Service staff \$35,181
- Reclassify Correctional Systems Tech to higher grade (includes fringe) \$10,535
- Career Development plan for Maintenance Techs \$12,442
- Health insurance increased 15% \$421,270
- Worker's Comp rate increased 0.25% \$31,394

Decrease in personnel due to retirements \$56,466

DIFFERENCES IN OPERATING COSTS

Budgeted amount	Explanation/new item	
\$ 24,000	Tracer HVAC controller completion	
\$ 25,000	Repair water lines in facilities	
\$ 17,000	Carpet – CCC/Mental Health/Support Services	
\$ 15,000	Outdoor surface painting	
\$ 116,400	Upgrade camera licensing/software/servers	
\$ 102,681	Food cost increase	

^{**}Other line items decreased, so overall there is a decrease in Operational Costs**

DIFFERENCES IN CAPITAL COSTS

Budgeted amount	Explanation/new item
\$ 25,000	Gas fryer
\$ 14,000	Zero turn mower
\$ 10,000	Outdoor building – store equipment
\$ 17,000	Medical department remodel
\$ 50,000	Handicap van
\$ 8,000	85" conference TV

LOCALITY SHARES

Locality	FY23	FY24	Increase/ Decrease
Clarke County	\$ 616,757 3.77%	\$ 575,347 3.25%	\$ (41,410)
Fauquier County	\$ 2,858,022 17.47%	\$ 3,096,254 17.49%	\$ 238,232
Frederick County	\$ 7,258,753 44.37%	\$ 8,132,755 45.94%	\$ 874,002
Winchester	\$ 5,626,066 34.39%	\$ 5,898,638 33.32%	\$ 272,572

FY23 Budget Approval

- Frederick County's due date for the Jail's budget is November 30
- If more information is received it will be forwarded to the Finance Committee and Jail Authority (COLA/Merit costs still unknown)

Adjourn