



ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY

(SERVING ALBEMARLE, CHARLOTTESVILLE, NELSON)

160 Peregory Lane

Charlottesville, Virginia 22902

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Web: <http://www.acrj.org>

Col. Martin Kumer, Superintendent (ext. 230)

Mrs. Marce B. Anderson, Clerk (ext. 229)

Board Business Meeting

March 9, 2023 (12:00 p.m. – 2 p.m.)

Albemarle-Charlottesville Regional Jail, 160 Peregory Lane, Charlottesville, VA

AGENDA

(Action/Information)

I. ACRJ Board Meeting – Call to Order

Adopt Meeting Agenda

Action Item

II. Consent Agenda

For Approval:

- 1) Draft Summary Minutes February 9, 2022 ACRJA Board Bi-Monthly Business Meeting

Action Item

Informational

- 1) Administrative Reports
 - a) Personnel Report – thru February 2023
 - b) Out of Compliance Report - January 2023
 - c) Census Report – January 2023
 - d) Work Force Report / VDOT Report / Litter Control Report –January 2023
 - e) Special Management Report – February 2023
 - f) Home Electronic Incarceration Report – February 2023
 - g) COVID Update

III. Matters from the Public – (Time Limit: 3 Minutes / 2 Minutes if more than 9 speakers – no longer than 30 minutes)

IV. Matters from ACRJA Attorney – Brendan Hefty

V. Matters from ACRJA Board Members

VI. Matters from Financial Consultant – Ann Shawver

- 1) FY24 Proposed Budget
- 2) FY 23 YTD – unaudited

Action Item
Informational Item

VII. Matters from the Superintendent – Colonel Martin Kumer

- 1) Davenport Presentation

Informational Item

VIII. New Business –

IX. Closed Session – If Needed

Action Item

X. Adjourn to April 13, 2023 – 12:00 pm – 2:00 pm

Action Item

Authority Board

Doug Walker (Albemarle)
Sheriff Chan Bryant (Albemarle)
Jay James (Citizen Rep) (Albemarle) – Vice Chair
Diantha McKeel (Albemarle) - Chair

Sheriff James E. Brown, III (Charlottesville)
Lisa Draine (Charlottesville)
Brian Pinkston (Charlottesville)
Ashley Reynolds Marshall (Charlottesville)

Robert Barton (Nelson)
Sheriff David Hill (Nelson)
Candice McGarry (Nelson)

Bi Monthly Board February 9, 2023

DRAFT

Summary Minutes of the Albemarle Charlottesville Regional Jail Authority Board Meeting February 9, 2023

Jail Board Members Present:

Ms. Diantha McKeel
Mr. Jay James
Ms. Lisa Draine
Ms. Candice McGarry
Mr. Jeff Richardson for Doug Walker
Mr. Brian Pinkston
Sheriff James Brown
Sheriff David Hill
Mr. Robert Barton
Mrs. Ashley Reynolds Marshall
Sheriff Chan Bryant

Jail Board Members Absent:

Others Present:

Colonel Martin Kumer
Mrs. Marce Anderson
Mr. Brendan Hefty

The meeting was called to order at 12:01 pm by Chairperson Diantha McKeel.
Ms. McKeel welcomed Mr. Brian Pinkston to the board, and Mr. Jeff Richardson who was standing in for Mr. Doug Walker.

Ms. McKeel asked for a motion to adopt the agenda. Mr. James made a motion to adopt the agenda as presented. Mr. Barton seconded the motion. The motion carried.

Ms. McKeel asked for a motion to adopt the consent agenda. Ms. McGarry made a motion to adopt the consent agenda as presented. Mr. James seconded the motion. Mr. Pinkston abstained. The motion carried.

Bi Monthly Board February 9, 2023

Matters from the Public:

Jason Stumpf – Mr. Stumpf stated that he was concerned. He was interested to hear about the first audit that was taking place after taking control from Albemarle County and if Colonel Kumer's unexcused absenteeism during working hours, using the taxpayer's money was caught during the audit and if that was addressed. Mr. Stumpf also inquired about programming within the jail.

Matters from Brendan Hefty, ACRJA Attorney:

Mr. Hefty stated that the state budget was approved and the 25% reimbursement for the renovation was part of that budget. Mr. James asked if that 25% would be of whatever the cost of the renovation will be. Colonel Kumer advised that the 25% is based off of the \$49 million dollar estimate given to the Board of Local and Regional Jails. There was a slight reduction in the estimated cost of the project. If the renovation cost were to be lower, the 25% reimbursement would be based on the actual cost of the renovation. We would not know the true cost of the project until we had an architectural design, etc.

Virtual Meeting Policy –The General Assembly passed legislation last year that authorized certain bodies to meet virtually and advised under what circumstances that could happen. It does permit Regional Jails to meet virtually under certain conditions. The All Virtual meeting can only happen twice a year, cannot happen in sequence and a policy must be adopted. Mr. Hefty referenced the drafted policy in front of all members for their review. Sheriff Brown made a motion to adopt the Virtual Meeting Policy as presented. Mr. Richardson seconded the motion. The motion carried.

Matters from the ACRJA Board Members:

Board Elections – Mr. Hefty advised the board that the board would need to have the election of the positions of Chair, Vice Chair and Clerk. Mr. Hefty opened the floor for nominations. Mr. Barton nominated Ms. McKeel for the office of Chair. Mr. Pinkston seconded the nomination. Mr. Richardson made a motion to close the nominations. Mr. Barton seconded. The motion to close nominations carried. The board voted to have Ms. McKeel remain as Chair for the period of January 1, 2023 – December 31, 2024.

Mr. Hefty asked for nominations for the position of Vice Chair. Mr. Pinkston nominated Mr. James for the position of Vice Chair. Sheriff Bryant seconded the nomination. Nominations were closed. The board voted to have Mr. James remain as Vice Chair for the period of January 1, 2023 – December 31, 2024.

Bi Monthly Board February 9, 2023

Mr. Hefty asked for nominations for the position of Clerk. Sheriff Hill nominated Mrs. Anderson for the position of Clerk. Sheriff Brown seconded the nomination. The board voted to have Mrs. Anderson remain as Clerk for the period of January 1, 2023 – December 31, 2024.

Matters from Ann Shawver, Business Manager:

Mrs. Shawver reviewed the FY23 Year to Date financial report for the board. (Documentation in the February Board Packet) Mrs. Shawver advised the board that through December, revenues are 8% higher than the same period of the prior year. Revenues have achieved 43% of the estimate for the year. Expenditures are 5% lower than the same time period of the prior year. Expenditures are at 47% of the budget for the year. An item affecting both revenues and expenditures is the fact that certain FY21 accrual accounting entries were not reversed until the end of FY22 while FY22 accrual accounting entries were reversed at the beginning of FY23. This change relates to the implementation by ACRJ of its own financial system. This will impact comparability throughout FY23. Ms. McKeel inquired about there not being a work release program or VDOT program going forward. Colonel Kumer advised that it was decided that there would no longer be a need for work release as those individuals that would qualify would be on HEI. With regard to VDOT, all individuals that would qualify to be outside of the facility are already out on HEI. Colonel Kumer described the Litter Pickup program through VDOT. Sheriff Hill requested some additional information. Colonel Kumer advised that he would be happy to answer any additional questions he had regarding the program.

Ms. McKeel advised the board that the budget committee has met and will be coming back to the full board in March with their FY 24 proposed budget recommendation.

Matters from Colonel Martin Kumer, Superintendent:

Nursing Shortage – Colonel Kumer advised the board that the jail is currently experiencing a nursing shortage just like many other medical facilities. Over the last several months, we have lost quite a few nurses in addition to our Health Services Nurse Practitioner and Director of Mental Health Services. Since that time, we have hired 4 contract nurses, and 2 Mental Health Nurse practitioners. One of which is currently on staff and the other will start on March 6, 2023. We have also held interviews for full time LPN staff members. We also have a Physician's Assistant currently on staff. There is no issue with care. With the renovation and improved conditions, we are hoping to get additional applicants.

Renovation / Expansion Timeline – The 25% reimbursement is in the state budget. The Governor should be signing the budget by the end of February or March and we will know for certain that we will receive the 25% reimbursement. Davenport financial has gone to 2 of the 3 localities and presented the interim financing plan. Albemarle County will be the last jurisdiction to receive the presentation on February 15, 2023. They will then present to this

Bi Monthly Board February 9, 2023

board at the March meeting. Davenport will then go back to each jurisdiction and this board seeking approval for interim financing. If approved by all three jurisdictions, the Jail Authority board will then consider the request. If approved to proceed, interim financing will be procured by Davenport Financial. Funds from the interim financing will be used to procure architectural and engineering services. Colonel Kumer advised the board that the initial design that was presented to the Board of Local and Regional Jails was a requirement. That will not necessarily be the design used. The selected architect will then work with the community, jail staff, the Jail Authority Board and community stakeholders to design a facility to meet the needs identified in the Community Based Corrections Plan study. Once the design is complete and approved by the Jail Authority Board, it will be put out to bid. The actual cost to build will be determined once all bids are received. The final cost and terms of financing will be presented to each locality to review and approve. If approved by all 3 jurisdictions and the Board, the Board will then approve the terms of financing for the construction loan. Construction will begin as soon as practical. Final construction is expected to take 15-18 months. Ms. McKeel reminded the board that the number of beds would not increase. Ms. McKeel also advised all board members to take a tour of the facility as well as the community. Mr. Barton stated that there should be more communication amongst board members. Ms. Drain agreed and stated that she has requested a retreat or work session to get together with other members and discuss the renovation. Ms. McKeel stated that there will be discussions when the time comes. Ms. McKeel further stated that those discussions were had earlier in the process and they are documented on the renovation record (located in the board packet). We will be having another discussion in the future. Ms. Draine asked if the presentation Davenport gave to Nelson and Charlottesville included the 25% reimbursement. Colonel Kumer confirmed that it did include the 25% reimbursement from the state. Ms. Draine asked for the jail's current population. Colonel Kumer advised that the current population was 257 with an additional 26 on HEI. Ms. Draine asked why 2 of the 3 housing units are not being used currently. Colonel Kumer explained that due to factors such as severity of charges, gang affiliations, being co-defendants, programming, etc., we would not be able to efficiently use the current housing units. If we are only able to have 10-15 inmates in a housing unit that holds significantly more, we would have to staff that unit. Staffing a housing unit for 10-15 inmates is not an efficient. For staffing reasons, we cannot use those other units. Ms. Draine asked how many beds the units hold. Colonel Kumer advised that it was designed to hold 40 beds but there are 80 beds in each unit. Colonel Kumer stated that with the renovation beds are not being added. We are adding quality programming space, special management units, housing for transgender individuals, etc. Colonel Kumer advised the board that the renovation is primarily focused on quality of life for inmates as well as staff. Colonel Kumer advised the board that the current visitation area is being used for attorney's and professional visitors. Once the renovation has taken place, the new visitation area will take inmates and their families into consideration and give them an environment to enjoy visits. Ms. Draine asked if other jails did offer in person visitation. Colonel Kumer advised that other jails do offer in person visitation, however, they didn't just come through a COVID outbreak. Colonel Kumer

Bi Monthly Board February 9, 2023

told the board that he would be looking into opening up in person visitation in the near future but because we did not offer in person visitation the tablet option was available. It is not the same as an in person visit but it is better than not having a visit at all. Ms. McKeel told the board that we also need to be aware of the inmates as well as the victims. Ms. Draine stated that there are many victims that don't feel that putting the person into a cage is going to give them closure and there are other ways such as restorative justice that justice can be served for both parties.

New Business:

Ms. McKeel asked Colonel Kumer to send out the information related to the telephone contract. Ms. Draine asked when programs would start back up. Colonel Kumer advised the board that programming did stop since the outbreak. It will be reevaluated on March 1, 2023.

Ms. McKeel adjourned the meeting to March 9, 2023 at 12:00 pm.

The meeting was adjourned at 1:37 pm.

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CONSENT/AGENDA

PERSONNEL/NEW HIRES:

Skyler Herrman	Corrections Officer	02/06/2023
Kili Parker	Corrections Officer	02/20/2023
Jennifer Mawyer	Med Technician	02/20/2023
Joshua Stidham	Maintenance Tech/Corrections Officer	02/20/2023
Seth Trader	Maintenance Tech/Corrections Officer	02/27/2023

Lids Reconciliation (State Bonus Payment Breakdown) and Final Out of Compliance Figures

	3/3/2023	2/6/2023	1/5/2023	11/3/2022
Total number of inmates the jail received a \$8.00 bonus payment	67	51	46	42
The number of inmates who have been released or transferred	40	19	11	21
The number of inmates participating in jail sponsored programs*	0	0	1	1
The number of inmates with less than 60 days until their scheduled release**	0	0	0	0
The number of inmates who are being held as courtesies for other jurisdictions.	0	0	0	0
Total number of state sentenced ACRJ inmates who are eligible for intake	27	32	34	20
Percentage of State Responsible inmates compared to jail's total inmate population	9.54	10.88	11.07	6.94

*These are state sentenced inmates who are not transferred to DOC because they are participating in jail sponsored programs.

**The DOC will not accept inmates with less than 60 days to serve.

- (1) This number represents 9.54% of the jail's population (283) as of 1:17 pm on Friday, March 3, 2023
- (2) This number represents 10.88% of the jail's population (294) as of 7:02am on Monday, Feb.6, 2023
- (3) This number represents 11.07% of the jail's population (307) as of 8:45am on Thurs, January 5, 2023
- (4) This number represents 6.94% of the jail's population (288) as of 8:35am on Thurs, Nov. 3, 2022

The primary driver for the sharp increase in the State Responsible population is the closure of DOC facilities around the state. This greatly reduced the number of beds available for the intake of state responsible inmates from local jails. In addition there has been an ever increasing backlog of state responsible inmates in local jails all across the state. Last year the DOC instituted a policy to focus on receiving inmates with more than two years to serve as opposed to one year.

2022-2023	COA	City	Nelson	Federal	Other	Total
July 2022	3,946	3,983	1,636	417	255	10,237
August	3,712	3,829	1,700	365	272	9,878
September	3,497	3,709	1,491	299	235	9,231
October	3,626	3,479	1,253	230	194	8,782
November	3,588	3,307	1,279	269	165	8,608
December	3,873	3,614	1,283	281	156	9,207
January-23	4,329	3,556	1,137	286	154	9,462
February						
March						
April						
May						
June 2023						
Total FY 22/23	26,571	25,477	9,779	2,147	1,431	65,405
ADP	73	70	27	6	4	179
Percent	20.44%	19.60%	7.52%	1.65%	1.10%	50.31%
Local Share	42.98%	41.21%	15.82%	5.74%	10.71%	116.45%

ICWFP STATS 2023

Departments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Hours
ALBEMARLE COUNTY	22	29.25											
VDOT	16	17											
PROGRAM TOTALS	38	46.25											
DOLLAR CREDITS	\$275.50	\$335.31											

Special Management Housing at ACRJ

During the month of February 2023, special management housing stats are as follows:

- 23 inmates were assigned to Administrative Segregation
- 3 inmates assigned to General Detention
- 21 inmates were assigned to Medical Segregation
- 21 inmates were assigned to Pre-Hearing or Disciplinary Detention

**Albemarle-Charlottesville Regional Jail Authority Board
Executive Summary**

Subject: HEI Update

Total number of inmates placed on HEI: 688

Current total number of HEI participants: 29

Total number of inmates recidivate: 14

7 were removed from the program after being charged with a criminal offense while on HEI.

Violation of protective order, guilty-	1
Simple assault / strangulation-	1
Simple assault, damage / prevent phone line-	1
Possession of a firearm, marijuana PWI sell-	1
Domestic assault 3 rd offense-	1
Actual or simulated masturbation in public-	1

116 participants have been removed from HEI for violations including the 7 above.

HEI Participants by Court

Albemarle County Circuit Court-	121	Charlottesville City Circuit-	133
Nelson County Circuit Court-	31	Nelson General District-	5
Albemarle General District-	162	Charlottesville General District-	90
Albemarle J&DR-	3	Charlottesville J&DR-	23
Nelson J&DR-	1	Department of Corrections-	4
Combined Courts-	32		
Total-	613		

Other Cities/Counties

Waynesboro-	2	Staunton City-	1
Cumberland-	1	Fluvanna-	7
Orange-	2	Buckingham-	5
Greene-	9	Louisa-	6
Sussex-	1		
Total-	33		
Misc. (Hospital, etc.)-	42		

**ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY
COVID UPDATE
EXECUTIVE SUMMARY**

<u>AGENDA TITLE:</u> COVID Update	<u>AGENDA DATE:</u> March 9, 2023
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>INFORMATION:</u>
<u>STAFF CONTACTS:</u> Martin Kumer, Superintendent	<u>CONSENT AGENDA:</u> <u>INFORMATION:</u>
	<u>ATTACHMENTS:</u> no

As of Friday, March 3, 2023, there are no positive cases of COVID in the facility.

Recommendations: None at this time.

ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> FY24 Recommended Budget	<u>AGENDA DATE:</u> March 9, 2023
<u>SUBJECT/PROPOSAL/REQUEST:</u>	<u>FORMAL AGENDA:</u> <u>ACTION:</u> Yes <u>INFORMATION:</u>
<u>STAFF CONTACTS:</u> Martin Kumer, Superintendent Ann Shawver, Financial Consultant	<u>CONSENT AGENDA:</u> <u>INFORMATION:</u> <u>ATTACHMENTS:</u> Yes

Summary:

- The recommended budget for FY24 is \$16,662,000, an increase of \$62,602 or 0.4% over FY23
- Member funding for operations has increased approximately \$155,000 or 1.7% compared to FY23
- Estimated interest only funding of \$263,000 is included in each member's share
- See Attachment: ACRJ FY24 5-Year Census for Jurisdictional Share

Revenues: Non-Jurisdiction

- FY24 Non-Jurisdiction Revenues of \$7,472,000 are estimated to come in under FY23 (\$7,564,844) by \$92,844 or 1.2%.
- The reduction from FY23 is primarily due to lower State Per Diem revenue as a result of a lower State Responsible Inmate population. FY23 was estimated to be \$650,000. FY24 is estimated to be \$400,000.
- Inmate Telephone Revenue is estimated to be \$250,000 for FY24. FY23 was estimated at \$475,000. This reduction is due to a lower inmate population.
- Department of Corrections Prescription Reimbursements is estimated to be \$18,000 in FY24 vs FY23 estimate of \$200,000. This is a result of an anticipated lower State Responsible Population.
- VDOT and Work Release revenues are anticipated to be \$0 in FY 24 as both programs being temporarily suspended due to low population, staffing and continued COVID concerns.
- Compensation Board funding of \$6,142,500 is estimated and incorporates a 5% increase in funding.

Expenditure: Employee Salaries and Benefits

- The budget reflects a 4% increase in compensation.
- A detailed analysis of personnel and benefits was developed in support of the budget for salaries and benefits. The budget funds 130 positions while leaving 31 positions unfunded.
- Overall, salaries and benefits were increased \$33,000 and retain some conservatism (funded positions are 100% funded even though certain vacancy will occur.)
- The salaries and benefits of the 31 unfunded positions totals approximately \$2.4 million
- Total FY24 Employee Expenses of \$13,101,000 are estimated to be lower than those of FY23 (\$13,133,242) by \$32,242 or 0.2%. This is the result of a higher level of vacant positions somewhat offset by increased salaries as a result of the pay raise and increased medical insurance premiums.
- Overtime costs are expected to increase from FY23 by \$75,000 due to low staffing for a FY24 total of \$200,000
- Part-time costs are estimated to increase from FY23 by \$75,000 due to low staffing for a FY24 total of \$300,000
- Benefits are estimated to increase \$216,000 compared to FY23 mainly related to employee medical insurance

Other Expenditures:

- FY24 Non-Employee Expenditures (\$3,561,000) are estimated to come in over FY23 (\$3,466,156) by \$947,844 or 2.7%.
- \$45,000 is included in the budget to purchase a new replacement vehicle.
- Contract Services-other is estimated to increase \$54,000 over FY23 budget of \$46,000 due to contracting for Director of Financial Services. This cost was previously budgeted under part-time wages.
- Anthem Health Services budget decreased by \$200,000 due to reduced direct health care costs and separating out all non-Anthem costs and placing them in their own budget line item, Health Services Other. This line item now includes all other cost associated with the daily operation of the medical unit and has a budget of \$100,000.
- Expenditures that would otherwise result in savings due to a lower population are impacted by the effects of inflation which is expected to continue into FY24.
- Food costs are expected to remain the same for both staff and inmates. While there are lower inmate and employee counts, these are offset by higher food costs.
- A budget of \$263,000 is estimated for the interest-only debt service costs on interim financing of design costs on the jail renovation project.

Recommendation: Adopt the FY24 budget

Albemarle-Charlottesville Regional Jail							
FY24 Recommended Budget							
Description	Account	FY20 Actual	FY21 Actual	FY22 Actual (Unaudited)	FY23 Budget	FY23 Projected	FY24 Recommended Budget
OTHER PURCHASED SERVICES	5390	161,699	161,383	901	2,000	2,000	2,000
BANKING FEES	5391	-	-	3,517	2,500	3,500	3,500
CONTRACT SERV-REFUSE	5392	12,185	11,526	12,328	13,000	12,000	13,000
DATA PROCESSING	5400	67,508	81,949	79,220	80,000	20,000	-
ELECTRICAL SERVICES	5511	234,323	209,283	249,151	200,000	220,000	220,000
HEATING SERVICES	5512	77,398	96,680	118,432	80,000	80,000	80,000
WATER & SEWER SERVICES	5513	350,759	332,202	314,263	345,000	300,000	300,000
POSTAL SERVICES	5521	8,040	9,361	3,213	4,000	2,000	4,000
TELECOMMUNICATIONS	5523	46,628	34,777	53,074	50,000	50,000	42,000
INSUR DEDUCTIBLES	5531	-	-	25,791	7,000	4,000	7,000
FIRE INSURANCE	5532	52,418	57,394	54,468	55,000	60,000	60,000
AUTOMOTIVE INSURANCE	5539	6,082	6,603	5,810	6,000	6,200	6,500
TRAVEL-EDUCATION	5540	20,540	8,593	16,324	20,000	15,000	14,000
LEASE/RENT-EQUIPMENT	5541	20,624	16,508	16,533	12,000	16,000	16,000
TRAINING-ACADEMY	5542	77,390	71,256	66,798	72,000	70,000	72,000
SOFTWARE LICENSES/MAINTENANCE	5543	-	2,047	32,299	2,500	40,000	45,000
MISCELLANEOUS EXPENSES	5550	10,360	3,220	6,596	1,050	1,500	1,000
TRAVEL-SUBSISTENCE	5560	6,893	3,738	1,682	4,000	3,000	4,000
EMPLOYEE MERIT & RECOGNITION	5580	-	-	7,559	-	2,000	3,500
EMPLOYEE INCLEMENT WEATHER	5581	94	5,679	8,714	5,000	5,000	6,000
VENDING MACHINE SUPPLIES	5582	1,867	590	434	500	1,500	-
INMATE FUND EXPENSE	5584	22,305	21,702	65,637	40,100	35,000	48,000
DUES & MEMBERSHIPS	5585	9,242	7,370	17,512	13,000	13,000	15,000
OFFICE SUPPLIES	5600	34,010	23,969	30,817	25,000	20,000	25,000
POLICE SUPPLIES	5610	30,236	14,355	8,628	15,000	15,000	30,000
UNIFORMS & APPAREL - EMPLOYEES	5611	53,403	37,757	28,847	45,000	45,000	45,000
COPY EXPENSE	5617			-	-	-	-
MATERIALS AND SUPPLIES-COVID19	5618	29,656	40,237	49,167	20,000	5,000	5,000
FOOD SUPPLIES - INMATES	5620	726,763	524,595	520,040	550,000	500,000	550,000
FOOD SUPPLIES - BRJDC	5621	27,211	24,459	15,000	18,000	15,000	15,000
FOOD SUPPLIES - EMPLOYEES	5623	100,300	106,629	139,774	134,000	130,000	130,000
HEALTH SERVICES OTHER	5640	-	-	24,433	-	100,000	100,000
PHARMACEUTICAL DRUGS	5642	459,949	521,594	483,672	425,000	450,000	500,000
Janitorial/Laundry/Hygiene Supplies	5650	59,489	84,845	63,743	80,000	80,000	50,000
KITCHEN R&M SUPPLIES	5655	27,671	31,244	65,531	45,000	50,000	45,000
LINEN SUPPLIES	5660	25,316	4,273	-	-	-	-
UNIFORMS/LINENS - INMATES	5665	29,820	24,777	70,562	39,250	39,250	80,000
REPAIR & MAINT. SUPPLIES	5670	81,904	56,822	76,119	58,803	58,803	60,000
VEHICLE & EQUIP. FUEL	5680	12,976	7,134	11,406	20,000	10,000	12,000
VEHICLE & EQUIP. REPAIRS	5690	13,875	14,797	21,566	28,000	25,000	24,000
MACHINERY & EQUIPMENT	5810	131,816	87,531	11,031	-	-	60,000
MACH & EQUIP-REPLACEMENT	5811	-	-	-	40,000	40,000	
KITCHEN EQUIPMENT	5813	93,533		-	40,000	40,000	40,000
FURNITURE & FIXTURES	5820	-	5,069	2,970	5,000	5,000	
FURNITURE & FIXTURES-REPL	5821	14,983	-	1,600	5,000	5,000	
COMMUNICATION EQUIPMENT	5830	-	-	13,915	-	-	
MOTOR VEHICLES	5850	16,236	-	34,683	-	45,000	45,000
BUILDING ALTERATIONS	5860	-	9,341	-	-	-	
HARDWARE/TECHNOLOGY	5870	-	-	10,121	-	-	35,000
SOFTWARE UPGRADE/REPLACE	5872	19,612	82,784	23,270	10,000	10,000	-
Total Other Operating Expense		4,414,055	3,679,668	3,911,114	3,466,156	3,430,753	3,561,000
Total Operating Expense		16,380,798	16,085,452	15,397,729	16,599,398	15,529,753	16,662,000
Change in Net Position		167,480	(496,602)	736,966	-	680,801	-

Albemarle-Charlottesville Regional Jail								
FY24 Recommended Budget								
Description	<i>Account</i>	FY20 Actual	FY21 Actual	FY22 Actual (Unaudited)		FY23 Budget	FY23 Projected	FY24 Recommended Budget
Debt Service Fund								
CITY OF CHARLOTTESVILLE	4502			-		-	-	104,858
COUNTY OF ALBEMARLE	4503			-		-	-	119,376
NELSON COUNTY	4509			-		-	-	38,766
Total Revenues				-		-	-	263,000
INTEREST EXPENSE	5920							263,000
Total Operating Expense				-		-	-	263,000
Change in Net Position				-		-	-	-

Albemarle-Charlottesville Regional Jail																
Five Year Average Census																
FY24 Budget																
	Inmate Population							FY24 Budget	FY23 Budget							
	FY	FY	FY	FY	FY	5 Year	5 Year	5 Year	5 Year		FY24 Budget	FY24 Budget	FY24 Budget	FY23 Budget	FY23 to FY24	FY23 to FY24
	2018	2019	2020	2021	2022	Total	Average	Average %	Average %		Operational	Debt Service	Total	Total	\$ Change	% Change
Albemarle	71,162	83,614	70,319	60,136	49,099	334,330	66,867	45.39%	45.74%		4,171,341	119,376	4,290,717	4,132,405	158,312	3.8%
Charlottesville	75,172	61,610	51,509	52,055	53,256	293,602	58,720	39.87%	41.27%		3,664,053	104,858	3,768,911	3,728,560	40,351	1.1%
Nelson	17,036	23,128	27,215	22,035	19,118	108,532	21,706	14.74%	12.99%		1,354,606	38,766	1,393,372	1,173,589	219,783	18.7%
Total	163,370	168,352	149,043	134,226	121,473	736,464	147,293	100.00%	100.00%		9,190,000	263,000	9,453,000	9,034,554	418,446	4.6%
								FY24	FY23		\$ Change	% Change				
								9,190,000	9,034,554		155,446	1.7%				
								263,000	-		263,000	NA				
								9,453,000	9,034,554		418,446	4.6%				
								FY24								
								16,662,000								
								7,472,000								
								9,190,000								

ALBEMARLE-CHARLOTTESVILLE REGIONAL JAIL AUTHORITY

EXECUTIVE SUMMARY

<u>AGENDA TITLE:</u> FY23 January YTD Financial Report (Unaudited) <u>SUBJECT/PROPOSAL/REQUEST:</u> <u>STAFF CONTACTS:</u> Martin Kumer, Superintendent Ann Shawver, Financial Consultant	<u>AGENDA DATE:</u> March 9, 2023 <u>FORMAL AGENDA:</u> <u>ACTION:</u> No <u>INFORMATION:</u> <u>CONSENT AGENDA:</u> <u>ACTION:</u> No <u>INFORMATION:</u> <u>ATTACHMENTS:</u> Yes
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Summary:

- Through January, revenues are 19% higher than the same period of the prior year mainly as a result in timing differences related to receipt of revenues
- Revenues achieved 57% of the estimate for the year, on target with the seven-month target
- Expenditures are 5% lower than the same period of the prior year
- Expenditures are at 55% of the budget for the year
- An item affecting both revenues and expenditures is the fact that certain FY21 accrual accounting entries were not reversed until the end of FY22 while FY22 accrual accounting entries were reversed at the beginning of FY23. This change relates to the implementation by ACRJ of its own financial system. This will impact comparability until FY23 is complete.
- The current projection anticipates FY23 revenues approximately \$681,000 higher than expenditures

Revenues through January increased \$1,485,000 or 19% compared with the same period of FY22

- Recovered costs – training fees of \$150,000 will be received at the end of the fiscal year.
- There will not be a Work Release Program nor a VDOT work crew during FY23.
- Fluctuations in funding from individual jurisdictions occur from year to year as the share of funding shifts based on average five-year census. There are some timing variances in the receipt of payments with FY23 ahead of FY22 year-to-date through January. By year end, this funding will achieve 100% of the estimate.
- The minimum guaranteed payment relating to the telephone system revenue was received in December of FY22 in the amount of \$341,000 but has not been received in FY23. In addition, a recent contractual revision will cause this revenue to fall below estimate for the year.
- Compensation Board funding has increased by more than \$400,000 in part due to a budgeted increase in the revenue and in part due to earlier receipt in FY23
- Housing of State-responsible prisoners has declined considerably, and this is the reason Doc Rx reimbursements and State per diems are so small as a percent of their estimate.
- For the year, revenues of \$16,211,000 are projected, below the adopted estimate as a result of the shortfalls cited previously

Expenditures through January decreased \$478,000 or 5% compared January YTD FY22

Total Employee Expenses through January have declined 1% or \$105,000. They are well-contained overall at 53% of the budget which anticipated growth of 5% over FY22. Employee expenses comprise approximately 75% of ACRJ total operating costs:

- The financial report presents salaries in the aggregate and retirement contributions in the aggregate since the implementation of the new accounting system resulted in reporting changes by line item from FY22 to FY23. A condensed presentation results in enhanced comparability.
- Salaries and FICA expenditures have declined 3% and 4%, respectively, since FY22 as a result of an increase in vacancies that more than offsets the pay raise.
- Health insurance costs increased as expected and can fluctuate from year to year based on the plans in which employees are enrolled. Costs are well-contained at 46% of budget.
- In FY22, VRS group life costs were coded as part of the VRS retirement costs the beginning of the year, affecting comparability.
- Unemployment insurance was much higher through January FY22, but a large refund was received by FY22 year end therefore this is mainly a timing difference.
- Workers' comp coverage has been paid for the year and increased considerably since FY22.
- For FY23 as a whole, employee expenses are projected to total \$12,099,000, well below the adopted budget as a result of vacancies. Budgetary savings in this area is the leading factor for the expected surplus for the year.

Other operating expenditures through January declined 15% or \$373,000. They are nearly on target in FY23 at 59% of the budget. Other operating expenditures comprise approximately 25% of ACRJ total operating costs:

- Changes to the ACRJ chart of accounts impact comparability between FY22 and FY23 and between FY23 actual and budget. As ACRJ continues refining its chart of accounts, comparability will be enhanced. Management has updated the chart of accounts to aid tracking and accountability.
- Consulting costs related to the Great Plains financial system, financial consultant costs and contract nurses are recorded in Contract Services – Other in FY23. Some of these were treated as salaries in FY22. Increased use of these services has also taken place in FY23.
- Professional services were higher in FY22 when Mosley Architects was engaged related to the jail renovation project.
- Anthem costs vary considerably from year to year and dependent on needs of the inmates. These costs are below budget expectation and much lower than in FY22.
- Chart of account changes affect the repair and maintenance accounts 5313, 5322, and 5690.
- Chart of account changes affect the information technology area including hardware and software licenses and maintenance in accounts 5400 and 5543.
- Water and Sewer Services have declined considerably since FY22 due to the timing related to accruals and because one fewer utility bill has been paid in FY23 compared with FY22 through January. By year end, these costs should be fairly comparable.
- Food supplies – inmates and Food supplies – employees have declined since FY22 when the quality of food remained enhanced as part of the COVID-19 mitigation strategy. A decline in inmate population and employment levels also reduced costs.
- Pharmaceutical drugs (5642) decreased considerably since FY22 but is slightly ahead of the budget expectation at 62%. These costs vary from year to year based on the needs of inmates.
- The inmate uniform, laundry and janitorial area (accounts 5650 and 5665) is another affected by changes in use of the accounts therefore there are offsetting variance when comparing the years.
- Capital purchases (5800 accounts) vary annually. Little in the way of capital purchases occurred in FY23 while in FY22 there were machinery and equipment (5810) and vehicle (5850) purchases.
- FY23 Other Operating Expenses are projected slightly below budget at approximately \$3,431,000.

Recommendations: None at this time.

Albemarle-Charlottesville Regional Jail					
Financial Report for Seven Months Ended January 31, 2023					
Unaudited					
Description	Account	YTD Jan FY22	YTD Jan FY23	FY23 Budget	FY23 Projected
PROF. SER. LEGAL	5312	21,959	18,000	48,000	36,000
R&M EQUIP.-BUILDINGS	5313	39,367	62,748	66,265	100,000
R&M EQUIP.-VEHICLES (Inactive)	5315	49	-	-	-
MAINTENANCE CONTRACTS	5322	51,585	39,728	100,000	72,000
ADVERTISING	5360	11,832	24,780	20,000	40,000
EMPLOYEE PHYSICALS	5381	2,562	3,800	7,000	7,000
TUITION REIMBURSEMENT	5382	-	-	1,000	1,000
OTHER PURCHASED SERVICES	5390	414	793	2,000	2,000
BANKING FEES	5391	1,858	1,952	2,500	3,500
CONTRACT SERV-REFUSE	5392	7,967	6,690	13,000	12,000
DATA PROCESSING	5400	51,491	12,385	80,000	20,000
ELECTRICAL SERVICES	5511	113,428	128,369	200,000	220,000
HEATING SERVICES	5512	63,701	50,659	80,000	80,000
WATER & SEWER SERVICES	5513	201,670	129,628	345,000	300,000
POSTAL SERVICES	5521	1,892	972	4,000	2,000
TELECOMMUNICATIONS	5523	35,448	27,988	50,000	50,000
INSUR DEDUCTIBLES	5531	7,502	-	7,000	4,000
FIRE INSURANCE	5532	54,468	58,817	55,000	60,000
AUTOMOTIVE INSURANCE	5539	5,810	6,204	6,000	6,200
TRAVEL-EDUCATION	5540	6,026	8,953	20,000	15,000
LEASE/RENT-EQUIPMENT	5541	11,831	9,041	12,000	16,000
TRAINING-ACADEMY	5542	62,928	70,474	72,000	70,000
SOFTWARE LICENSES/MAINTENANCE	5543	2,770	34,880	2,500	40,000
MISCELLANEOUS EXPENSES	5550	177	370	1,050	1,500
TRAVEL-SUBSISTENCE	5560	1,280	1,275	4,000	3,000
EMPLOYEE MERIT & RECOGNITION	5580	9,567	1,622	-	2,000
EMPLOYEE INCLEMENT WEATHER	5581	6,342	-	5,000	5,000
VENDING MACHINE SUPPLIES	5582	276	898	500	1,500
INMATE FUND EXPENSE	5584	43,501	29,179	40,100	35,000
DUES & MEMBERSHIPS	5585	9,750	11,319	13,000	13,000
OFFICE SUPPLIES	5600	14,090	11,181	25,000	20,000
POLICE SUPPLIES	5610	5,560	7,586	15,000	15,000
UNIFORMS & APPAREL - EMPLOYEES	5611	20,126	34,819	45,000	45,000
COPY EXPENSE	5617	23	104	-	-
MATERIALS AND SUPPLIES-COVID19	5618	25,739	5,302	20,000	5,000
FOOD SUPPLIES - INMATES	5620	317,745	277,452	550,000	500,000
FOOD SUPPLIES - BRJDC	5621	9,117	7,913	18,000	15,000
FOOD SUPPLIES - EMPLOYEES	5623	97,721	72,748	134,000	130,000
HEALTH SERVICES OTHER	5640	-	59,624	-	100,000
PHARMACEUTICAL DRUGS	5642	373,801	263,868	425,000	450,000
Janitorial/Laundry/Hygiene Supplies	5650	64,055	6,053	80,000	80,000
KITCHEN R&M SUPPLIES	5655	31,902	27,721	45,000	50,000
UNIFORMS/LINENS - INMATES	5665	28,437	77,762	39,250	39,250
REPAIR & MAINT. SUPPLIES	5670	33,144	46,011	58,803	58,803
VEHICLE & EQUIP. FUEL	5680	6,710	5,576	20,000	10,000
VEHICLE & EQUIP. REPAIRS	5690	18,575	9,252	28,000	25,000

Albemarle-Charlottesville Regional Jail					
Financial Report for Seven Months Ended January 31, 2023					
Unaudited					
Description	Account	YTD Jan FY22	YTD Jan FY23	FY23 Budget	FY23 Projected
MACHINERY & EQUIPMENT	5810	20,075	32	40,000	-
KITCHEN EQUIPMENT	5813	-	4,434	40,000	40,000
FURNITURE & FIXTURES	5820	2,694	2,380	10,000	5,000
COMMUNICATION EQUIPMENT	5830	-	6,670	-	-
MOTOR VEHICLES	5850	34,683	-	-	45,000
HARDWARE/TECHNOLOGY	5870	6,552	6,326	-	-
SOFTWARE UPGRADE/REPLACE	5872	-	-	10,000	10,000
Total Other Operating Expense		2,414,877	2,041,636	3,466,156	3,430,753
Total Operating Expense		9,545,485	9,067,029	16,599,398	15,529,753
Change in Net Position		(1,537,208)	426,690	-	680,801

Presentation to Albemarle-Charlottesville Regional Jail Authority

Albemarle-Charlottesville Regional Jail Authority: Jail Renovation Project – Plan of Finance



March 9, 2023



- Davenport & Company (“Davenport”), in our capacity as Financial Advisor to the Albemarle-Charlottesville Regional Jail Authority (the “Authority”), is providing the enclosed Plan of Finance Briefing to each Member Jurisdiction with respect to the proposed Jail Renovation Project.

- The presentation herein will cover the following topics related to the Two-Part Plan of Finance:
 - Overview of the Jail Funding Process;
 - A Timetable and Estimated Cashflow Impact for:
 - Part 1: The Interim Financing; and
 - Part 2: The Permanent Financing
 - The Projected Budgetary/Cashflow Impact to each Member Jurisdiction; and,
 - Next Steps.

Jail Funding Process



- In the Commonwealth of Virginia, regional jails are eligible for a 25% reimbursement of eligible costs for major capital projects.
- After the Authority decides to undertake a project (i.e. the proposed Renovation Project), it is required to undertake a Community Based Corrections Plan and Planning Study in order to develop a cost estimate for reimbursement consideration by the Board of Local and Regional Jails.
- Following approval by the Board of Local and Regional Jails, the request for the 25% reimbursement will be forwarded to the General Assembly for approval and inclusion in the Governor's Budget.
 - Once approved, the 25% reimbursement will be set aside by the Commonwealth and made available once the project is complete and a formal request is made by the Authority.
- The Two-Part Plan of Finance is typically undertaken after the Commonwealth's approval of the 25% reimbursement.

The Authority's reimbursement request has been approved by the Board of Local and Regional Jails and is awaiting approval from the General Assembly.



Two-Part Plan of Finance

- The Two-Part Plan of Finance is designed to minimize the incurrence of debt and related interest costs until the Authority has received bids for construction and a firm project cost is known.

Part 1: Interim Financing

- The Interim Financing provides only what is necessary to complete preliminary design and engineering costs so the project can be bid.

Part 2: Permanent Financing/Grant Anticipation Note

- After bids are received and Total Project Costs are known, the Permanent Financing is undertaken to fully fund Project Costs not eligible for the 25% reimbursement, and permanently finance the interim financing.
- Simultaneously, a Grant Anticipation Note (“GAN”) is undertaken to fund Project Costs eligible for the 25% reimbursement.
 - The GAN would be paid off prior to maturity with funds provided by the 25% reimbursement once the project is complete.



Key Assumptions - Regional Jail Renovation Project

Project Assumptions

- Cost estimate provided by Moseley Architects is approximately **\$49 million**.
 - For the purposes of the analysis herein, we have assumed that **\$48 million** are eligible for the 25% reimbursement by the Commonwealth (approximately \$12 million of Project Costs).

Local Jurisdiction Contribution Assumptions

- The analysis herein allocates projected payments on new debt service based on Inmate Days (i.e. usage of the Jail) – per the amended service agreement.
- The projected allocation based on FY 2023 estimates are as follows (according to Inmate Days):

Albemarle	45.7%
Charlottesville	41.3%
Nelson	13.0%



Part 1: Interim Financing – Key Assumptions

- The Interim Financing (“2023 BAN”) is sized to provide an amount that would fund pre-development costs (architectural, engineering, and other related costs) in order to prepare the authority for bidding the project.
 - Upon bidding of the project, the authority will know the exact construction and development costs to be financed for the project.
- | Borrowing | Project Costs Borrowed | Planning Interest Rate | Term |
|-----------|------------------------|------------------------|-----------|
| 2023 BAN | \$5 million | 4.00% | 18 Months |
- The Interim Financing will be repaid by the Permanent Financing in Part 2 of the Plan of Finance in the Summer of 2024.



Part 1: Interim Financing – Timetable

Task	Date
Davenport provides financial briefing to each Member Jurisdiction.	January – March 2023
Davenport distributes RFP (“Request for Proposals”) for Interim Financing to local, regional and national lending institutions.	Early April 2023
RFP responses due to Davenport.	Late April 2023
Governor/General Assembly approves budget which includes 25% reimbursement of eligible Project Costs.	Late April 2023
Davenport presents results of RFP Process for the Interim Financing to Member Jurisdictions and Authority Board.	May 2023
Member Jurisdictions and Authority Board approve Interim Financing.	May 2023
Select and Award Architect/Engineer contract.	June 2023
Close on Interim Financing.	June 2023



Part 2: Permanent Financing/GAN – Key Assumptions

- The second part of the Plan of Finance incorporates a Grant Anticipation Note that would be paid off with funds from the Commonwealth, and a Permanent Financing paid back by the Member Jurisdictions wherein:
 - The Grant Anticipation Note (“2024 GAN”) would fund approximately 25% of eligible Project Costs, and one half of the interest costs eligible for reimbursement by the Commonwealth; and,
 - Permanent Bonds (“2024 Bonds”) would fund remaining Project Costs and permanently finance the 2023 Bond Anticipation Note.
- Approximate amounts for the 2024 Grant Anticipation Note and the 2024 Bonds are provided in the table below:

Borrowing	Project Costs Borrowed	Planning Interest Rate	Term
2024 GAN	\$13.5 million ⁽¹⁾	4.50%	3 Years
2024 Bonds	\$35.5 million ⁽²⁾	5.50%	27 Years (2 years interest only; 25 years level debt service)
<u>Total</u>	\$49 million		

- Upon bidding of the project, the Authority will know the exact Project construction and development costs to be financed.
- (1) Grant (GAN) from the Commonwealth of Virginia includes a portion of reimbursable interest in addition to the 25% reimbursement of eligible costs.
- (2) Amount includes permanent financing of 2023 BAN.



Part 2: Permanent Financing/GAN – Timetable

Task	Date
Select and Award Architect/Engineer contract.	June 2023
Close on Interim Financing.	June 2023
VDOC required Value Engineering on Design.	November 2023
Complete Construction Documents/Secure County Design Approvals.	March 2024
Advertise for Construction Bids.	May 2024
Receive Construction Bids.	May 2024
Grant Anticipation Note issued to fund costs eligible for reimbursement; Permanent Financing issued to fund remainder of Project Costs and permanently finance 2023 BAN.	June – August 2024
Negotiate Construction Contract.	August 2024
Notice to Proceed (Construction).	August 2024
Substantially Complete Construction (14 months – to be confirmed).	October 2025
Final Completion of Project.	November 2025
Repayment of GAN from receipt of Commonwealth Grant.	June 2026



Projected Debt Service & Budgetary/Cashflow Impact

Aggregate Projected Debt Service and Budgetary/Cashflow Impact to Member Jurisdictions

Fiscal Year	Proj. 2023 BAN D.S.	Proj. 2024 GAN D.S.	Proj. 2024 Bonds D.S.	Proj. Total Member Jurisdiction D.S.	Charlottesville D.S. Allocation	Nelson D.S. Allocation	Albemarle D.S. Allocation
2024	\$ 212,000	\$ -	\$ -	\$ 212,000	\$ 87,492	\$ 27,539	\$ 96,969
2025	-	612,000	1,991,000	2,603,000	1,074,258	338,130	1,190,612
2026	-	612,000	1,991,000	2,603,000	1,074,258	338,130	1,190,612
2027	-	-	2,701,000	2,701,000	1,114,703	350,860	1,235,438
2028	-	-	2,696,950	2,696,950	1,113,031	350,334	1,233,585
2029	-	-	2,700,975	2,700,975	1,114,692	350,857	1,235,426
2030	-	-	2,697,525	2,697,525	1,113,268	350,408	1,233,848
2031	-	-	2,696,875	2,696,875	1,113,000	350,324	1,233,551
2032	-	-	2,698,750	2,698,750	1,113,774	350,568	1,234,408
2033	-	-	2,697,875	2,697,875	1,113,413	350,454	1,234,008
2034	-	-	2,699,250	2,699,250	1,113,980	350,632	1,234,637
2035	-	-	2,697,600	2,697,600	1,113,299	350,418	1,233,882
2036	-	-	2,697,925	2,697,925	1,113,434	350,460	1,234,031
2037	-	-	2,699,950	2,699,950	1,114,269	350,723	1,234,957
2038	-	-	2,698,400	2,698,400	1,113,630	350,522	1,234,248
2039	-	-	2,698,275	2,698,275	1,113,578	350,506	1,234,191
2040	-	-	2,699,300	2,699,300	1,114,001	350,639	1,234,660
2041	-	-	2,696,200	2,696,200	1,112,722	350,236	1,233,242
2042	-	-	2,698,975	2,698,975	1,113,867	350,597	1,234,511
2043	-	-	2,697,075	2,697,075	1,113,083	350,350	1,233,642
2044	-	-	2,700,500	2,700,500	1,114,496	350,795	1,235,209
2045	-	-	2,698,700	2,698,700	1,113,753	350,561	1,234,386
2046	-	-	2,696,675	2,696,675	1,112,918	350,298	1,233,459
2047	-	-	2,699,150	2,699,150	1,113,939	350,620	1,234,591
2048	-	-	2,700,575	2,700,575	1,114,527	350,805	1,235,243
2049	-	-	2,700,675	2,700,675	1,114,568	350,818	1,235,289
2050	-	-	2,699,175	2,699,175	1,113,949	350,623	1,234,603
2051	-	-	2,700,800	2,700,800	1,114,620	350,834	1,235,346
Total	\$ 212,000	\$ 1,224,000	\$ 71,451,150	\$ 72,887,150	\$ 30,080,525	\$ 9,468,039	\$ 33,338,587

Part 1: Interest
Only Interim
Financing

Part 2: GAN &
Permanent
Financing Interest
Only Period

Part 2: Long-Term
Full Principal &
Interest Payments

Note: Preliminary, subject to change. Actual results may vary from these estimates. Member Jurisdiction allocations are based on FY 2023 estimates and are subject to change based upon future jail population (i.e. inmate days).



Appendix

Projected Aggregate Sources & Uses



2023 BAN

2023 BAN	
Sources	
Par Amount	\$ 5,300,000
Total Sources	\$ 5,300,000
Uses	
Project Fund	\$ 5,000,000
Capitalized Interest	-
Cost of Issuance	300,000
Add. Proceeds	-
Total Uses	\$ 5,300,000

2024 GAN / 2024 Bonds

	2024 GAN	2024 Bonds	Total
Sources			
Par Amount	\$ 13,600,000	\$ 36,200,000	\$ 49,800,000
Total Sources	\$ 13,600,000	\$ 36,200,000	\$ 49,800,000
Uses			
Project Fund	\$ 13,500,000	\$ 30,500,000	\$ 44,000,000
2023 BAN Takeout	-	5,300,000	5,300,000
Capitalized Interest	-	-	-
Cost of Issuance	100,000	400,000	500,000
Add. Proceeds	-	-	-
Total Uses	\$ 13,600,000	\$ 36,200,000	\$ 49,800,000



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