

**Blue Ridge Juvenile Detention Commission Meeting**  
**Thursday, November 8, 2018**  
**Blue Ridge Juvenile Detention Conference Room**  
**195 Peregrory Lane, Charlottesville, VA**  
**10:30 AM**

- I. Call to Order
- II. Matters from the Public
- III. Meeting Minutes – September 13, 2018
- IV. Old Business
  - June 30, 2018 YTD Audited Financial Report/Refunds to Localities
  - Fund Balance Recommendation
  - Website/Posting of Meeting Documents
  - DJJ Audit Results
- V. New Business
  - September 30, 2018 YTD Financial Report
- VI. Matters from Director
- VII. Matters from Commission Members
- VIII. Matters from Commission Attorney
- IX. Adjournment

## Blue Ridge Juvenile Detention Commission Meeting September 13, 2018

A scheduled meeting of the Blue Ridge Juvenile Detention Commission was held on September 13, 2018 @ 10:30 AM, in the Conference Room at Blue Ridge Juvenile Detention, 195 Peregory Lane, Charlottesville, Virginia.

Members Attending: Doug Walker (County of Albemarle), Mike Murphy (City of Charlottesville), John Egertson (County of Culpeper), and Brenda Garton (County of Greene)

Others Attending: Jay Boland, Jeff Brill, Jodi Dillow, Jeff Gore, Cathy Roessler

### I. **Call to Order**

The meeting was called to order by Mr. Walker, Chairman at 10:33 AM.

### II. **Matters from the Public**

There were no matters from the public.

### III. **Meeting Minutes**

A motion was offered by Mr. Murphy and seconded by Mr. Walker to approve the July 12, 2018 Meeting Minutes. The motion was approved by a 3-0 voice call vote. Ms. Garton abstained.

### IV. **Old Business**

- Authorization to Transfer Funds – Mr. Brill presented background information and discussion followed. A motion was offered by Ms. Garton and seconded by Mr. Egertson to authorize the transfer as indicated in the Executive Summary. The motion was approved by a 4-0 voice call vote.
- CPP Revenue Adjustment – Ms. Roessler stated that this line item did not need to be amended for the FY19 Budget due to an adjustment/increase having already been made. The Commission members agreed.
- Amendment of Superintendent Contract – There was discussion about changing the title of the Superintendent to Director and Assistant Superintendent to Deputy Director. It was noted that the contract should have been sent out with the Board packet since it is a public document. A motion was offered by Mr. Egertson and seconded by Ms. Garton to amend the contract to include the title change as presented. The motion was approved by a 4-0 voice call vote.

### V. **New Business**

- June 30, 2018 YTD Financial Report – Mr. Brill presented the June 30, 2018 YTD financial report, discussion followed. Ms. Garton offered a recommendation to obtain the auditor's input regarding fund balance in relation to BRJD's overall budget. A motion was offered by Ms. Garton and seconded by Mr. Egertson to table the potential locality distributions until the November meeting and the audit is finalized. The motion was approved by a 4-0 voice call vote.

### VI. **Matters from Director**

Ms. Roessler gave an update to the Commission on the following items:

- Hurricane Florence Prep – sandbags and supplies have been purchased, evacuation plans are in place.
- Transportation Van – our transport van was involved in an accident, we are awaiting an appraisal to determine if it can be repaired or if it will need to be replaced.
- DJJ Board Meeting – Ms. Roessler will attend the November 7<sup>th</sup> meeting where Virginia's use of the Mobile Restraint Chair will be discussed.
- DJJ Regulations – The Board of DJJ has voted to fast-track a regulatory change that will allow them to expand their oversight of youth who are being housed in a juvenile detention center through a contract with an outside entity, such as immigrant youth in federal custody.
- Resident Advisor Senior Position – we are considering an Resident Advisor Senior position, more information to follow at a future meeting.

- DJJ Certification Audit – this was completed this week and we are proud to announce that the facility received 100%. The official audit findings will be provided in the November meeting packet per Mr. Walker's request.
- Garden Video – there is a video about our garden available for viewing at the end of the meeting.

**VII. Matters from Commission Members**

Mr. Murphy stated that it was discovered recently that documents related to public meetings were not available on the ACRJ website and he would like BRJD staff to develop a plan on how to add these items to the BRJD website. This will be placed on the November agenda.

**VIII. Matters from Commission Attorney**

None.

**IX. Adjournment**

The meeting adjourned at 11:35 PM.

Respectfully submitted,  
Jodi L. Dillow, Recording Secretary

# BLUE RIDGE JUVENILE DETENTION COMMISSION

## EXECUTIVE SUMMARY

<b><u>AGENDA TITLE:</u></b> June 30, 2018, YTD Audited Financial Report	<b><u>AGENDA DATE:</u></b> November 8, 2018
<b><u>SUBJECT/PROPOSAL/REQUEST:</u></b>	<b><u>FORMAL AGENDA:</u></b> <b><u>INFORMATION:</u></b> XXX <b><u>ACTION:</u></b> Yes
<b><u>STAFF CONTACTS:</u></b> Roessler, Brill	<b><u>ATTACHMENTS:</u></b> Yes
	<b><u>REVIEWED BY:</u></b>

### **BACKGROUND**

#### **Total Compensation came in under budget \$166,740:**

- Health insurance came in under budget \$144,851 due to insurance surplus funds reimbursement from insurance savings.

#### **Operating Expenditures came in under budget \$62,373:**

- Health Services came in under budget \$10,400 due to level of need
- Maintenance Contract Equipment came in over \$5,960 due to unforeseen repairs
- Maintenance contract buildings came in under budget \$7,548 due to mild winter
- Data Processing came in under budget \$8,890 due to less purchases/repairs/replacements than anticipated

#### **Operating Capital came in under budget \$11,598**

- Machinery and Equipment New is under \$183,127 because the LED project was budgeted in FY18 but not completed until FY19 and then paid out of the Capital Construction Fund.
- Fund Transfer Expense is over \$160,348 because the funds for the LED Project that were budgeted in FY18 were transferred to the Capital Fund Account to pay for the project.

#### **Total Expenditures came in under budget \$240,711**

#### **Revenue is over budget \$128,805:**

- Interest revenue came in over budget \$18,191.
- Region Ten is under budget \$8,050.
- Federal inmates is over budget \$2,475.
- Recovered cost is over budget \$4,850.
- CPP/CAP/Re-entry programs is over budget \$55,122.
- Department of Juvenile Justice block grant is over budget \$37,957.
- USDA is over budget \$18,814.

#### **Total Net Income came in over budget \$369,514.**

**Recommendations:** Adoption of FY18 year-end financial report and approval of distributions to localities as indicated below.

1. Distribution of the FY 18 net income of \$369,514 to the localities as follows:

Greene	4.1%	15,150
Fluvanna	7.5%	27,715
Culpeper	15.8%	58,383
Charlottesville	47.6%	175,888
Albemarle	25.0%	92,378
	100%	Total 369,514

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
June 30, 2018 YTD Audited**

	G	H	S	T	U	V	X
1	OBJECT DESCRIPTION:	2018 Budget	May-18	Jun-18	YTD	Percent of Budget as of June 2018 = 100%	Variance
2	<b>Total Combined Compensation:</b>						
3	Salaries	2,028,629	166,686	171,554	2,030,366	100.09%	1,737
4	Overtime wages		0	0	0	#DIV/0!	0
5	Part-time wages	10,000	400	0	4,800	48.00%	(5,200)
6	Accrd ann. leave/sick leave accrual		0	824	824	#DIV/0!	824
7	FICA 7.65%	156,036	12,715	12,772	150,033	96.15%	(6,003)
8	VRS 6.5%	96,157	7,308	7,558	88,764	92.31%	(7,393)
9	VLTD - program	1,500	197	235	2,627	175.13%	1,127
10	VRS Hybrid	4,000	475	540	6,386	159.65%	2,386
11	Early Retirement	1,053	0	0	1,055	100.19%	2
12	Health insurance \$7794 per emp	454,844	30,120	29,344	309,993	68.15%	(144,851)
13	Dental insurance	11,750	740	720	9,040	76.94%	(2,710)
14	HSA contribution	14,500	0	0	14,420	99.45%	(80)
15	VRS group life 1.19%	26,575	2,151	2,241	26,297	98.95%	(278)
16	Group/ Life Part Time		0	0	0		0
17	Unemployment insurance	5,000	98	0	1,723	34.46%	(3,277)
18	Workers' compensation	30,000	0	0	28,976	96.59%	(1,024)
19	Other Benefits	2,000	0	0	0	0.00%	(2,000)
22	<b>Total Compensation</b>	<b>\$2,842,044</b>	<b>\$220,890</b>	<b>\$225,788</b>	<b>\$2,675,304</b>	<b>94.13%</b>	<b>(\$166,740)</b>
23							
24	<b>Total Combined Operating Expendit</b>						
25	Professional Services	12,000	124	958	12,968	108.07%	968
26	Health services	20,000	182	4,474	9,600	48.00%	(10,400)
27	Wellness Fund	4,000	1,468	341	3,820	95.50%	(180)
28	Prof services - legal	19,200	1,500	3,000	18,000	93.75%	(1,200)
30	Prof services - audit	4,500	0	0	4,680	104.00%	180
33	R&M Buildings	45,000	5,049	9,096	33,008	73.35%	(11,992)
34	R&M - vehicles	900	0	0	225	25.00%	(675)
35	Maint contract - equip	85,000	165	3,142	90,960	107.01%	5,960
36	Maint contract - buildings grounds	15,000	110	1,885	7,452	49.68%	(7,548)
37	Printing & Binding	1,000	0	0	0	0.00%	(1,000)
38	Advertising	400	0	0	610	152.50%	210
39	Employee physicals	2,000	316	0	1,357	67.85%	(643)
40	Other purchased services		0	0	0	#DIV/0!	0
41	Contract - refuse	2,000	162	162	1,948	97.40%	(52)
42	Contract - fiscal agent	75,197	0	0	75,197	100.00%	0
43	Data processing	29,000	689	2,515	20,060	69.17%	(8,940)
44	Electrical service	67,000	4,857	11,516	64,051	95.60%	(2,949)
45	Gas service	20,000	1,212	1,405	11,852	59.26%	(8,148)
46	Water & sewer	11,000	814	2,567	10,274	93.40%	(726)
47	Postal services	2,000	4	0	260	13.00%	(1,740)

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
June 30, 2018 YTD Audited**

	G	H	S	T	U	V	X
1	OBJECT DESCRIPTION:	2018 Budget	May-18	Jun-18	YTD	Percent of Budget as of June 2018 = 100%	Variance
48	Telecommunications	25,000	2,148	8,027	24,089	96.36%	(911)
49	Property/Auto Insurance	30,000	0	0	24,878	82.93%	(5,122)
52	Training	5,000	0	524	5,514	110.28%	514
53	Travel - subsistence	8,500	42	1,574	5,927	69.73%	(2,573)
55	Curry School Grant	5,000	0	2,500	5,000	100.00%	0
56	Miscellaneous	1,000	79	140	990	99.00%	(10)
57	Dues & memberships	1,000	120	160	1,020	102.00%	20
58	Employee recognition		0	0	0	#DIV/0!	0
59	Personal Supplies (Hygiene)	3,500	45	693	3,095	88.43%	(405)
60	Office supplies	7,500	801	1,638	7,976	106.35%	476
61	Food supplies	120,000	11,099	6,693	124,457	103.71%	4,457
62	Expenses ACRJ & BRJD	36,000	0	9,000	36,000	100.00%	0
63	Meals for Meetings	2,000	722	0	2,106	105.30%	106
64	Agricultural			95	95	#DIV/0!	95
65	Medical & Pharmaceutical	8,000	229	561	7,623	95.29%	(377)
66	Laundry & janitorial supplies	20,000	885	1,834	15,110	75.55%	(4,890)
67	Linen supplies	2,000	0	0	215	10.75%	(1,785)
68	Uniforms - detainee	5,000	135	22	5,142	102.84%	142
69	R&M supplies	10,500	447	997	10,841	103.25%	341
70	Vehicle & equip fuel	3,000	110	470	1,978	65.93%	(1,022)
71	Vehicle & equip supplies	2,600	0	0	1,672	64.31%	(928)
72	Security supplies	3,000	382	697	2,819	93.97%	(181)
73	Uniforms & apparel	8,000	1,409	130	5,229	65.36%	(2,771)
74	Books & subscriptions	2,000	375	1,296	1,950	97.50%	(50)
75	Resident Education	12,000	1,681	4,043	13,432	111.93%	1,432
76	Recreation Supplies & Equipment	5,000	1,785	664	4,966	99.32%	(34)
77	Other operating supplies	800	0	0	664	83.00%	(136)
78	Copy supplies	600	96	0	714	119.00%	114
79	Prior year expense					#DIV/0!	0
80	State reduction Reimbursement		0	0		#DIV/0!	0
81	<b>Total Operating Expenditures</b>	<b>\$742,197</b>	<b>\$39,242</b>	<b>\$82,819</b>	<b>\$679,824</b>	<b>91.60%</b>	<b>(\$62,373)</b>

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
June 30, 2018 YTD Audited**

	G	H	S	T	U	V	X
1	OBJECT DESCRIPTION:	2018 Budget	May-18	Jun-18	YTD	Percent of Budget as of June 2018 = 100%	Variance
82							
83	<b>Total Combined Operating Capital:</b>				160348 paid out of capital		
84	Machinery & equip - new		0	4,990	4,990	#DIV/0!	4,990
85	M&E - replacement	225,000	7,673	21,168	41,873	18.61%	(183,127)
86	Furniture & fixtures - new		0	0	2,584	#DIV/0!	2,584
87	F&F - replacement		0	0	0	#DIV/0!	0
88	Communications equip		0	0	0	#DIV/0!	0
89	Comm equip - replacement		0	0	0	#DIV/0!	0
90	Motor vehicles		0	0	0		0
93	ADP Equipment		0	0	0	#DIV/0!	0
94	ADP Equipment - Rep	17,000	22,657	0	22,657	133.28%	5,657
95	Software Upgrade		0	0	0	#DIV/0!	0
96	Lease/Rent Equip.	6,500	291	490	4,450	68.46%	(2,050)
97	Fund Transfers		0	160,348	160,348	#DIV/0!	160,348
98	<b>Total Operating Capital</b>	<b>\$248,500</b>	<b>\$30,621</b>	<b>\$186,996</b>	<b>\$236,902</b>	<b>95.33%</b>	<b>(\$11,598)</b>
99							
100	<b>Total Expenditures</b>	<b>\$3,832,741</b>	<b>\$290,753</b>	<b>\$495,603</b>	<b>\$3,592,030</b>	<b>93.72%</b>	<b>(\$240,711)</b>



**Blue Ridge Juvenile Detention  
Detailed Financial Report  
June 30, 2018 YTD Audited**

	G	H	S	T	U	V	X
1	OBJECT DESCRIPTION:	2018 Budget	May-18	Jun-18	YTD	Percent of Budget as of June 2018 = 100%	Variance
101							
102			\$290,753	\$495,603	\$3,592,030		
103	<b>Operating Revenues:</b>						
104	Interest	6,000	1,242	4,369	24,191	403.18%	18,191
108	Other jurisdictions				0	#DIV/0!	0
109	Salvage Surplus				0	#DIV/0!	0
110	Charlottesville	1,082,118	90,176	90,182	1,082,118	100.00%	0
111	Albemarle County	568,805	47,400	47,405	568,805	100.00%	0
112	Federal Inmates				2,475	#DIV/0!	2,475
113	Fluvanna County	170,339	14,195	14,194	170,339	100.00%	0
114	Culpeper new 7-1-07	358,358	29,863	29,865	358,358	100.00%	0
115	Greene County	92,782	7,732	7,730	92,782	100.00%	0
116	Inmate Phone System	4,500	351	629	5,353	118.96%	853
117	CA Community Fund Grant				0		0
118	Region Ten	16,800		2,975	8,750	52.08%	(8,050)
119	Garden Funds		1,279	2,652	3,931	1279.00%	3,931
120	Miscellaneous	3,500			3,162	90.34%	(338)
121	Recovered Cost - Compensation	25,000			29,850	119.40%	4,850
122	Insurance Recoveries				0		0
124	State Per Diem				0	#DIV/0!	0
125	CPP Program/CAP/re-entry	657,000	53	14,638	712,122	108.39%	55,122
126	Department Juvenile Justice	817,538		3,497	855,495	104.64%	37,957
127	Mis state Revenue	5,000			0	0.00%	(5,000)
128	DCJS Grant				0	#DIV/0!	0
131	US Dept. of Agriculture	25,000	13,274	8,726	43,814	175.26%	18,814
135	<b>Subtotal Operating Revenues</b>	<b>\$3,832,740</b>	<b>\$205,565</b>	<b>\$226,862</b>	<b>\$3,961,545</b>	<b>103.36%</b>	<b>\$128,805</b>
136	<b>Excess of Oper Revs &gt; Expenditures</b>	<b>(\$1)</b>	<b>(\$85,188)</b>	<b>(\$268,741)</b>	<b>\$369,514</b>		<b>\$369,514</b>

# BLUE RIDGE JUVENILE DETENTION COMMISSION

## EXECUTIVE SUMMARY

<p><b><u>AGENDA TITLE:</u></b> Fund Balance Recommendation</p> <p><b><u>SUBJECT/PROPOSAL/REQUEST:</u></b></p> <p><b><u>STAFF CONTACTS:</u></b> Roessler, Brill</p>	<p><b><u>AGENDA DATE:</u></b> November 8, 2018</p> <p><b><u>FORMAL AGENDA:</u></b>      <b><u>INFORMATION:</u></b> XXX <b><u>ACTION:</u></b> No</p> <p><b><u>ATTACHMENTS:</u></b> Yes</p> <p><b><u>REVIEWED BY:</u></b></p>
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### BACKGROUND

During the September 13, 2018 Commission meeting, Ms. Garton requested that we inquire with our auditor about the suggested amount we should maintain in our operating fund balance. Mr. Brill posed this question to Joshua A. Roller, CPA, Director of Robinson, Farmer, Cox & Associates. Mr. Roller replied that it depends on local policy but that the common practice is 20-25% of yearly expenditures. Mr. Brill has provided the information below to illustrate our current standing. Note that the 10/23/18 cash balance includes the payout to localities of \$369,514.

### Blue Ridge Detention Center Operating Cash Balance

Year	Date	Cash Balance	Operating Budget Total	Reserve 20% of Operating	Over/Under 20% of Operating	Reserve 25% of Operating	Over/Under 25% of Operating
FY 14	6/30/2014	(88,429)	2,729,054	545,811	(634,240)	682,264	(770,692)
FY 15	6/30/2015	762,801	2,844,489	568,898	193,903	711,122	51,679
FY 16	6/30/2016	988,386	3,253,432	650,686	337,700	813,358	175,028
FY 17	6/30/2017	692,326	3,585,603	717,121	(24,795)	896,401	(204,075)
FY 18	6/30/2018	1,092,294	3,592,030	718,406	373,888	898,008	194,287
FY 19	10/31/2018	722,956	3,770,741	754,148	(31,192)	942,685	(219,729)

**Recommendations:** None

# BLUE RIDGE JUVENILE DETENTION COMMISSION

## EXECUTIVE SUMMARY

<b><u>AGENDA TITLE:</u></b> Posting of Meeting Documents on BRJD Website	<b><u>AGENDA DATE:</u></b> November 8, 2018
<b><u>SUBJECT/PROPOSAL/REQUEST:</u></b>	<b><u>FORMAL AGENDA:</u></b> <b><u>INFORMATION:</u></b> XXX <b><u>ACTION:</u></b> No
<b><u>STAFF CONTACTS:</u></b> Roessler, Brill	<b><u>ATTACHMENTS:</u></b> Yes
	<b><u>REVIEWED BY:</u></b>

### **BACKGROUND**

During the September 13, 2018 Commission meeting, a discussion took place regarding public access to BRJD Commission agendas, minutes, etc. This information has not previously been posted on the BRJD website. Ms. Roessler was asked to present a plan at the November 8<sup>th</sup> meeting regarding how to achieve doing so.

**Recommendations:** Add a tab to our current website and post the meeting agendas and minutes for all meetings that have taken place since January 2018. Moving forward, post upcoming meeting dates and all Board packets, in their entirety, prior to each meeting with the proper amount of notice. Our IT specialist, Kevin Frith, is able to assist us with this task on an ongoing basis.

## Cathy Roessler

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**From:** Palmer, Shelia <shelia.palmer@djj.virginia.gov>  
**Sent:** Thursday, October 04, 2018 3:15 PM  
**To:** Cathy Roessler  
**Cc:** Kenneth Bailey  
**Subject:** Audit Findings for Blue Ridge JDC Audit September 11, 2018

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello Cathy,

Congratulations to you and your staff for achieving 100% compliance on the certification audit of your facility conducted September 10-11, 2018. I would like to commend you and your staff for the efforts you have made to comply with regulations.

Thank you for your continued cooperation, and for the hospitality extended to me and the team by you and your staff during our visit. Best wishes to you all.

Shelia L. Palmer  
Certification Analyst  
Department of Juvenile Justice  
1601 Old Bon Air Road  
Richmond, VA 23235  
Telephone #: 804.971.7296

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Total Control Panel

[Login](#)

To: [roesslerca@brjd.org](mailto:roesslerca@brjd.org) [Remove](#) this sender from my allow list  
From: shelia.palmer@djj.virginia.gov

*You received this message because the sender is on your allow list.*

# BLUE RIDGE JUVENILE DETENTION COMMISSION

## EXECUTIVE SUMMARY

<b><u>AGENDA TITLE:</u></b> September 2018, YTD Unaudited Financial Report	<b><u>AGENDA DATE:</u></b> November 8, 2018
<b><u>SUBJECT/PROPOSAL/REQUEST:</u></b>	<b><u>FORMAL AGENDA:</u></b> <b><u>INFORMATION:</u></b> XXX <b><u>ACTION:</u></b> Yes
<b><u>STAFF CONTACTS:</u></b> Roessler, Brill	<b><u>ATTACHMENTS:</u></b> Yes
	<b><u>REVIEWED BY:</u></b>

### **BACKGROUND**

**Total Compensation is estimated to come in under budget \$151,982:**

- Salaries are estimated to come in under \$59,143 due to vacancy savings.
- Health insurance is estimated to come in under budget \$63,068.

**Operating Expenditures is estimated to come in on budget at this time.**

**Operating Capital is estimated to come in over budget \$30,000:**

- Due to the purchase of an unbudgeted secure transport vehicle (2002 vehicle declared a loss due to a recent traffic accident).

**Total Expenditures is estimated to come in under budget \$121,982.**

**Revenues is estimated to come in over budget \$25,000:**

- Interest revenue is estimated to come in over budget \$25,000.

**Total Net Income is estimated to come in over budget \$146,982.**

**Recommendations:** None

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
September 30, 2018 YTD Unaudited**

	G	H	I	J	K	U	V	W	X
1	OBJECT DESCRIPTION:	2019 Budget	Jul-18	Aug-18	Sep-18	YTD	Percent of Budget as of September 2018 = 25%	June 2019 Extrapolation	Variance
2	<b>Total Combined Compensation:</b>								
3	Salaries	2,120,538	171,446	168,837	173,112	513,395	24.21%	2,061,395	(59,143)
4	Overtime wages		0	0	0	0	#DIV/0!	0	0
5	Part-time wages	10,000	600	750	600	1,950	19.50%	10,000	0
6	Accrd ann. leave/sick leave accrual		0	0	0	0	#DIV/0!	0	0
7	FICA 7.65%	162,986	12,804	12,614	12,877	38,295	23.50%	151,695	(11,291)
8	VRS 6.5%	100,514	7,436	7,291	7,325	22,052	21.94%	87,752	(12,762)
9	VLTD - program	2,400	239	240	222	701	29.21%	2,400	0
10	VRS Hybrid	6,000	551	552	522	1,625	27.08%	6,000	0
11	Early Retirement		0	0	0	0	#DIV/0!	0	0
12	Health insurance \$7794 per emp	383,938	26,680	26,730	28,060	81,470	21.22%	320,870	(63,068)
13	Dental insurance	11,750	720	721	780	2,221	18.90%	8,701	(3,049)
14	HSA contribution	15,000	0	0	0	0	0.00%	15,000	0
15	VRS group life 1.19%	27,779	2,254	2,214	716	5,184	18.66%	25,110	(2,669)
16	Group/ Life Part Time		0	0	0	0		0	0
17	Unemployment insurance	5,000	0	0	0	0	0.00%	5,000	0
18	Workers' compensation	30,000	0	6,707	6,707	13,414	44.71%	30,000	0
19	Other Benefits	2,000	0	0	0	0	0.00%	2,000	0
22	<b>Total Compensation</b>	<b>\$2,877,905</b>	<b>\$222,730</b>	<b>\$226,656</b>	<b>\$230,921</b>	<b>\$680,307</b>	<b>23.64%</b>	<b>\$2,725,923</b>	<b>(\$151,982)</b>
23									
24	<b>Total Combined Operating Expendit</b>								
25	Professional Services	12,000	40	98	40	178	1.48%	12,000	0
26	Health services	20,000	0	0	0	0	0.00%	20,000	0
27	Wellness Fund	5,000	440	220	680	1,340	26.80%	5,000	0
28	Prof services - legal	24,000	0	2,000	2,000	4,000	16.67%	24,000	0
29	Engineering/Planning		0	0	0	0		0	0
30	Prof services - audit	4,700	0	0	0	0	0.00%	4,700	0
31	Temporary Help		0	0	0	0		0	0
32	R&M Office		0	0	0	0		0	0
33	R&M Buildings	45,000	2,325	4,593	6,460	13,378	29.73%	45,000	0
34	R&M - vehicles	900	0	0	0	0	0.00%	900	0
35	Maint contract - equip	110,000	1,280	23,536	165	24,981	22.71%	110,000	0
36	Maint contract - buildings grounds	15,000	200	3,112	335	3,647	24.31%	15,000	0
37	Printing & Binding	1,000	0	0	83	83	8.30%	1,000	0
38	Advertising	400	0	0	0	0	0.00%	400	0
39	Employee physicals	2,000	0	1,594	1,591	3,185	159.25%	2,000	0
40	Other purchased services		0	0	0	0	#DIV/0!	0	0
41	Contract - refuse	2,000	162	227	162	551	27.55%	2,000	0
42	Contract - fiscal agent	73,936	18,484	0	0	18,484	25.00%	73,936	0
43	Data processing	30,000	0	8,458	0	8,458	28.19%	30,000	0
44	Electrical service	67,000	0	6,211	5,626	11,837	17.67%	67,000	0

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
September 30, 2018 YTD Unaudited**

	G	H	I	J	K	U	V	W	X
1	OBJECT DESCRIPTION:	2019 Budget	Jul-18	Aug-18	Sep-18	YTD	Percent of Budget as of September 2018 = 25%	June 2019 Extrapolation	Variance
45	Gas service	15,000	0	455	457	912	6.08%	15,000	0
46	Water & sewer	11,000	0	0	1,597	1,597	14.52%	11,000	0
47	Postal services	2,000	0	0	233	233	11.65%	2,000	0
48	Telecommunications	25,000	295	1,020	1,543	2,858	11.43%	25,000	0
49	Property/Auto Insurance	31,000	0	7,327	7,288	14,615	47.15%	31,000	0
50	Automotive insurance		0	0	0	0		0	0
51	Travel - education	5,000	0	359	66	425	8.50%	5,000	0
53	Travel - subsistence	8,500	0	188	1,506	1,694	19.93%	8,500	0
54	Juvenile Detention Other		0	0	0	0		0	0
55	Curry School Grant	5,000	0	0	0	0	0.00%	5,000	0
56	Miscellaneous	1,000	132	0	58	190	19.00%	1,000	0
57	Dues & memberships	1,000	339	0	58	397	39.70%	1,000	0
58	Employee recognition	5,000	0	0	0	0	0.00%	5,000	0
59	Personal Supplies (Hygiene)	3,500	4	55	224	283	8.09%	3,500	0
60	Office supplies	7,500	386	807	222	1,415	18.87%	7,500	0
61	Food supplies	120,000	4,739	7,801	6,268	18,808	15.67%	120,000	0
62	Expenses ACRJ & BRJD	36,000	0	0	0	0	0.00%	36,000	0
63	Meals for Meetings	2,000	0	0	129	129	6.45%	2,000	0
64	Agricultural					0	#DIV/0!	0	0
65	Medical & Pharmaceutical	8,000	163	1,619	540	2,322	29.03%	8,000	0
66	Laundry & janitorial supplies	20,000	464	1,488	513	2,465	12.33%	20,000	0
67	Linen supplies	2,000	685	0	0	685	34.25%	2,000	0
68	Uniforms - detainee	6,000	409	0	276	685	11.42%	6,000	0
69	R&M supplies	13,000	286	195	4,672	5,153	39.64%	13,000	0
70	Vehicle & equip fuel	2,000	122	86	522	730	36.50%	2,000	0
71	Vehicle & equip supplies	2,000	0	77	918	995	49.75%	2,000	0
72	Security supplies	3,000	1,042	547	0	1,589	52.97%	3,000	0
73	Uniforms & apparel	8,000	0	211	0	211	2.64%	8,000	0
74	Books & subscriptions	2,000	19	0	67	86	4.30%	2,000	0
75	Resident Education	14,000	0	0	1,375	1,375	9.82%	14,000	0
76	Recreation Supplies & Equipment	5,000	27	510	445	982	19.64%	5,000	0
77	Other operating supplies	800	0	0	0	0	0.00%	800	0
78	Copy supplies	600	0	0	0	0	0.00%	600	0
79	Prior year expense						#DIV/0!	0	0
80	State reduction Reimbursement		0	0	0		#DIV/0!	0	0
81	<b>Total Operating Expenditures</b>	<b>\$777,836</b>	<b>\$32,043</b>	<b>\$72,794</b>	<b>\$46,119</b>	<b>\$150,956</b>	<b>19.41%</b>	<b>\$777,836</b>	<b>\$0</b>

**Blue Ridge Juvenile Detention  
Detailed Financial Report  
September 30, 2018 YTD Unaudited**

	G	H	I	J	K	U	V	W	X
1	OBJECT DESCRIPTION:	2019 Budget	Jul-18	Aug-18	Sep-18	YTD	Percent of Budget as of September 2018 = 25%	June 2019 Extrapolation	Variance
82									
83	<b>Total Combined Operating Capital:</b>					160348 paid out of capital			
84	Machinery & equip - new		0	0	0	0	#DIV/0!	0	0
85	M&E - replacement	20,000	0	0	2,000	2,000	10.00%	20,000	0
86	Furniture & fixtures - new	10,000	0	3,233	0	3,233	32.33%	10,000	0
87	F&F - replacement	35,000	0	0	0	0	0.00%	35,000	0
88	Communications equip		0	0	0	0	#DIV/0!	0	0
89	Comm equip - replacement		0	0	0	0	#DIV/0!	0	0
90	Motor vehicles	30,000	0	0	0	0		60,000	30,000
93	ADP Equipment	8,000	0	0	0	0	0.00%	8,000	0
94	ADP Equipment - Rep	5,000	0	0	0	0	0.00%	5,000	0
95	Software Upgrade		0	0	0	0	#DIV/0!	0	0
96	Lease/Rent Equip.	7,000	188	301	324	813	11.61%	7,000	0
97	Fund Transfers		0	0	0	0	#DIV/0!	0	0
98	<b>Total Operating Capital</b>	<b>\$115,000</b>	<b>\$188</b>	<b>\$3,534</b>	<b>\$2,324</b>	<b>\$6,046</b>	<b>5.26%</b>	<b>\$145,000</b>	<b>\$30,000</b>
99									
100	<b>Total Expenditures</b>	<b>\$3,770,741</b>	<b>\$254,961</b>	<b>\$302,984</b>	<b>\$279,364</b>	<b>\$837,309</b>	<b>22.21%</b>	<b>\$3,648,759</b>	<b>(\$121,982)</b>



**Blue Ridge Juvenile Detention  
Detailed Financial Report  
September 30, 2018 YTD Unaudited**

	G	H	I	J	K	U	V	W	X
1	OBJECT DESCRIPTION:	2019 Budget	Jul-18	Aug-18	Sep-18	YTD	Percent of Budget as of September 2018 = 25%	June 2019 Extrapolation	Variance
101									
102						\$837,309			
103	<b>Operating Revenues:</b>								
104	Interest	5,000	3,149			3,149	62.98%	30,000	25,000
108	Other jurisdictions					0	#DIV/0!		0
109	Salvage Surplus					0	#DIV/0!		0
110	Charlottesville	871,266	72,605	72,606	72,605	217,816	25.00%	871,266	0
111	Albemarle County	512,387	42,698	42,699	42,699	128,096	25.00%	512,387	0
112	Federal Inmates					0		0	0
113	Fluvanna County	168,030	14,002	14,003	14,003	42,008	25.00%	168,030	0
114	Culpeper new 7-1-07	392,070	32,672	32,673	32,673	98,018	25.00%	392,070	0
115	Greene County	130,690	10,891	10,891	10,891	32,673	25.00%	130,690	0
116	Inmate Phone System	5,000	465	195	228	888	17.76%	5,000	0
117	CA Community Fund Grant					0			0
118	Region Ten	16,800				0	0.00%	16,800	0
119	Garden Funds					0			0
120	Miscellaneous	3,500		1,969		1,969	56.26%	3,500	0
121	Recovered Cost - Compensation	25,000			5,358	5,358	21.43%	25,000	0
122	Insurance Recoveries					0			0
124	State Per Diem					0	#DIV/0!		0
125	CPP Program/CAP/re-entry	851,998		215,563	4,650	220,213	25.85%	851,998	0
126	Department Juvenile Justice	750,000	351,930	4,516		356,446	47.53%	750,000	0
127	Mis state Revenue	1,000				0	0.00%	1,000	0
128	DCJS Grant					0	#DIV/0!		0
131	US Dept. of Agriculture	38,000		8,726		8,726	22.96%	38,000	0
135	<b>Subtotal Operating Revenues</b>	<b>\$3,770,741</b>	<b>\$528,412</b>	<b>\$403,841</b>	<b>\$183,107</b>	<b>\$1,115,360</b>	<b>29.58%</b>	<b>\$3,795,741</b>	<b>\$25,000</b>
136	<b>Excess of Oper Revs &gt; Expenditures</b>	<b>\$0</b>	<b>\$273,451</b>	<b>\$100,857</b>	<b>(\$96,257)</b>	<b>\$278,051</b>		<b>\$146,982</b>	<b>\$146,982</b>

## BRJD Census Data

FY 18		Albemarle	Cville	Culpeper	Fluvanna	Greene	Other	CPP	
Jul-17		35	108	106	87	0	0	248	584
Aug-17		102	138	74	68	0	0	240	622
Sep-17		73	96	42	9	1	0	231	452
<b>TOTAL</b>		210	342	222	164	1	0	719	1658
ADP		3.4	5.5	3.6	2.6	0.0	0.0	11.6	26.7
Percent		12.7%	20.6%	13.4%	9.9%	0.1%	0.0%	43.4%	100%
Local Share		22.4%	36.4%	23.6%	17.5%	0.1%	N/A	N/A	100%

FY 19		Albemarle	Cville	Culpeper	Fluvanna	Greene	Other	CPP	
Jul-18		38	6	107	4	0		293	448
Aug-18		77	16	69	0	4	0	277	443
Sep-18		72	19	68	30	66	0	355	610
<b>TOTAL</b>		187	41	244	34	70	0	925	1501
ADP		3.0	0.7	3.9	0.5	1.1	0.0	14.9	24.2
Percent		12.5%	2.7%	16.3%	2.3%	4.7%	0.0%	61.6%	100%
Local Share		32.5%	7.1%	42.4%	5.9%	12.2%	N/A	N/A	100%