



RSW

Regional Jail Authority

2:00 PM

July 24, 2025

RSW Regional Jail

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1) Welcome and Introductions – <i>Garrey Curry</i>	
2) Adoption of Agenda	
3) Adoption of Minutes	
3.1 – May 22, 2025	2
4) Public Comments	
<i>Public Comments are limited to issues that are not the subject of a public hearing. It is intended as an opportunity for the public to give input on relevant issues and not intended as a question and answer period.</i>	
5) Comments from Board Members and Legal Counsel	
6) Memorandum of Agreement (MOA) Warrant Service Officer Program Discussion	
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- September 25, 2025, at 2 pm - November 20, 2025, at 2 pm - January 22, 2026, at 2 pm	
13) Adjournment	

At the regular meeting of the RSW Regional Jail Authority Board held at the RSW Regional Jail on May 22, 2025, at 2:00 pm:

Present: Garrey Curry (County Administrator, Rappahannock County), Edwin Daley (County Administrator, Warren County), Evan Vass (County Administrator, Shenandoah County), Keir Whitson (Board of Supervisors, Rappahannock County), John Stanmeyer (Board of Supervisors - Alternate, Warren County), Brendan Hefty (Hefty, Wiley, and Gore: Legal Counsel), Russell Gilkison (Superintendent, RSW Regional Jail), Michael Miller (Deputy Superintendent RSW Regional Jail), Stephanie Thomas (Finance Manager, RSW Regional Jail), Brianna Taylor (Human Resources Manager, RSW Regional Jail)

Absent: Tim Carter (Sheriff, Shenandoah County), Vicky Cook (Board of Supervisors, Warren County), Dennis Morris (Board of Supervisors, Shenandoah County), Crystal Cline (Sheriff, Warren County), Connie Compton (Sheriff, Rappahannock County)

Welcome and Introductions

Mr. Vass called the meeting to order at 2:00 pm.

Adoption of Agenda

Mr. Daley, seconded by Mr. Whitson, moved to adopt the agenda as presented. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Adoption of Minutes – March 27, 2025

Mr. Daley, seconded by Mr. Curry, moved to adopt the RSW Regional Jail Authority Board minutes of March 27, 2025, as presented. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Abstain
Garrey Curry	Aye		

**Mr. Whitson abstained due to not being present at the March 27, 2025, meeting. **

Public Comments

None.

Comments from Board Members and Legal Counsel

None.

Rappahannock Creative Health Care Contract

Mr. Gilkison explained that:

- A Request for Proposal (RFP) was required for Physician, Psychiatrist, and Dental services this year;
- Two (2) responses were received. One (1) response was not qualified based upon the requirements of the RFP. The other is our incumbent, Rappahannock Creative Health Care (RCHC).
- Rappahannock Creative Health Care's proposal met all of the needs and we have asked for an additional four (4) hours per week of psychiatric services, due to the fact that the facility is not receiving that from the Community Services Board (CSB), due to them being unable to fill the Qualified Mental Health Professional (QMHP) position for the last three (3) to four (4) years.
- The additional 4 hours per week proposed cost is \$31,200/year.
- RCHC has proposed an additional cost of \$24K to the annual contract, to cover increased cost of medical services and mal-practice insurance and in addition they will provide another weekly mental health clinic that would require an annual fee of \$31,200/year; making the new total annual contract cost \$336,672.
- For CSB we budget for the positions to fill but we do not pay them unless those positions are filled.

Mr. Daley, seconded by Mr. Curry moved to approve the Finance and Personnel Committee recommendation to approve the Rappahannock Creative Health Care Contract with the additional four (4) hours a week of psychiatric services. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Virginia State Police Livescan Equipment Purchase and Service Contract

Mr. Gilkison presented the members the Tech5 quote and explained:

- Last week, we had a statewide video meeting, where the State Police notified us that everyone is required to update the Livescan equipment.

- There is not an option, we have to switch the equipment because the technology will be completely different then what we currently use and it will not be supported.
- The State Police is requiring that it has to be this equipment from Tech5 because it is their contract.
- This transition will occur within the next year, they are starting in the schools and then by late fall they will start in the Jails and Sheriff's Offices.
- In this year, FY2025 budget we do have the funds to pay for the equipment.
- In the FY2026 budget we have added the maintenance cost of \$8K which is an annual maintenance cost. The actual cost is \$8,300 per year.
- The equipment will be purchased in this fiscal year (FY2025).

Draft of Proposed FY2026 Budget

Ms. Thomas presented the draft version 4 of the proposed FY2026 Budget and explained that:

- Updates to draft version 4:
 - Altered VAcorp budgeted based on renewal, overall change – (\$26,542), due to decrease workers compensation expense.
 - Increase line item 3111 for RCHC Contract based on RFP. Increase \$24,000 to current contract amount and \$31,200 for additional psych services.
 - Added \$8,000 to cover cost of mandatory livescan equipment.
- As previously discussed, the proposed budget includes:
 - The funding for the Compensation Board 1.5% bonus;
 - Health Insurance rate increase of 3.25%;
 - Options for a 3% and 4% COLA.

Mr. Daley, seconded by Mr. Curry moved to approve the Finance and Personnel Committee recommendation to adopt the FY2026 Budget as presented with the 3% COLA. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Superintendent's Report

Mr. Gilkison reported on the following items:

Average Daily Population for March

Rappahannock	16	6.0%
Shenandoah	106	39.9%
Warren	144	54.1%
Member Jurisdiction ADP	266	
Culpeper County Contract Beds	21	

Page County Contract Beds	1
Total Facility ADP	288

Average Daily Population for April

Rappahannock	20	6.9%
Shenandoah	112	38.9%
Warren	156	54.2%
Member Jurisdiction ADP		288
Culpeper County Contract Beds		12
Page County Contract Beds		1
Total Facility ADP		301

Home Electronic Monitoring (HEM)

Currently, there are no inmates on HEM.

Compliance Audit Report

RSW Regional Jail received an unconditional certification on the Board of Local and Regional Jails Audit regarding the facility's compliance with the Minimum Standards for Jails and Lockups.

Mr. Gilkison recognized staff for their hard work, and specifically recognized Captain Artone, Compliance, Accreditation, and Training Captain for the fantastic work she does managing the files and records.

Inmate Programs and Services

Currently have three inmates on Work Force.

In March, April, and May, the RSW Inmate Work Force Team conducted:

- Rappahannock County –
 - Spread mulch at the Court House,
 - Cleared brush at County Administrative Building and Amissville Landfill,
 - Library, County Administrative Building, small dump station, and Amissville Landfill mowing,
 - Litter Pick-Up:
 - Fire Station to Little Washington 17 bags collected on 04/01/2025,
 - Fodderstack Road 17 bags collected on 04/11/2025.
- Shenandoah County –
 - Shenandoah County Park mowing, clean out dugouts, remove rocks and placed grass seed around disc golf pads.
 - Litter Pick-Up: Shenandoah County Landfill 85 bags collected on 03/27/2025.

- Warren County –
 - Front Royal Little League maintenance, cleanup, prepare fields, and hang banners.
 - Mowed and weeded White House on 522, fire department, from bridges to A.S. Rhodes, and 522 from Fairground Road to Auto Care Clinic.
 - Litter Pick-up:
 - Baugh/Toray 14 bags collected on 03/21/2025.
 - Guard Hill Road to Trail Oak Road 23 bags collected on 03/31/2025.
- RSW Regional Jail – Cleaned and repainted the curbs around the facility.

Human Resources and Employee Recruitment and Retention Report

Ms. Taylor gave the following report:

As of May 14th, forty Officer Vacancies: this includes the thirty positions held for vacancy savings.

From March 17th to May 14th, there has been a total of 33 applications received.

Jail Officer:

- Twenty-two applications have been received; out of those applications:
 - Seventeen did not pass the preliminary background process.
 - Three candidates had an interview but were not offered a contingent offer.
 - Two candidates accepted the final offer; one began in April and one began in May.

Control Room Officer:

- Six applications have been received; out of those applications:
 - Five did not pass the preliminary background process.
 - One candidate had an interview but was not offered a contingent offer.

Food Service Assistant:

- Three applications have been received; out of those applications:
 - Two did not pass the preliminary background process.
 - One candidate accepted the final offer and began in April.

Director of Nursing/RN:

- Two applications have been received; out of those applications:
 - One candidate had an interview but was not offered a contingent offer.
 - One candidate accepted the final offer and is scheduled to begin next week.

New Hires and Retention:

- In April:
 - Hired on Food service Assistant and one uncertified Jail Officer,
 - One uncertified Jail Officer resigned.
- In May hired one uncertified Jail Officer and one Director of Nursing/RN will begin next week.

Job Fairs Attended:

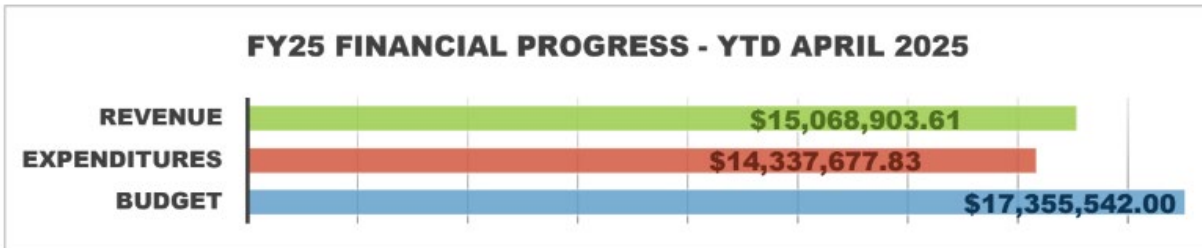
- Warren County High School on April 29th,
- Samuels Public Library on May 1st,
- Employer Expo on May 15th.

Financial Report

Ms. Thomas gave the following Financial Report:

Fiscal Year Financial Progress:

April marks 83.33% of the fiscal year. At the end of April, expenditures were at 82.61% used and revenue was 86.82% realized. The expenditure percentage includes the credit payment made to the jurisdictions. Without that expense, the YTD expenditure percentage would be 76.55%.



Bank Account/Fund Balances:

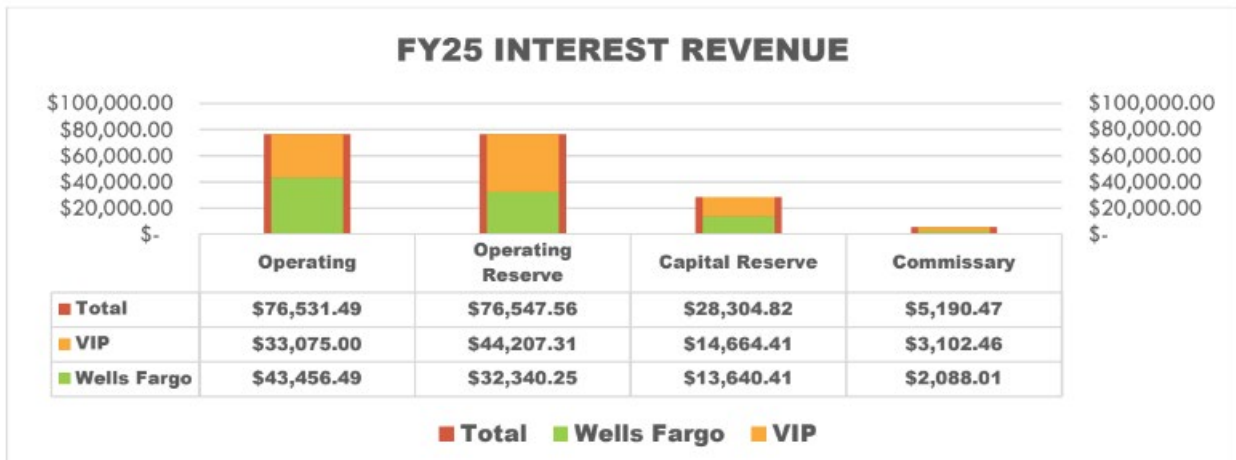
As of April 30, 2025, the fund balances were as follows:

Wells Fargo Operating	VIP Operating	Operating Fund Total
\$2,085,701.95	\$2,669,769.00	\$4,755,470.95
Wells Fargo Operating Reserve	VIP Operating Reserve	Operating Reserve Fund Total
\$1,000.00	\$3,995,842.30	\$3,996,842.30
Wells Fargo Capital Reserve	VIP Capital Reserve	Capital Reserve Fund Total
\$1,000.00	\$1,362,178.57	\$1,363,178.57
Wells Fargo Commissary	VIP Commissary	Commissary Fund Total
\$47,791.56	\$247,102.46	\$294,294.02

Interest Revenue:

The average monthly yield in April for the VIP accounts was 4.45%. As of May 13, 2025, the net yield on the VIP accounts is 4.41%. For the month of March, the interest rate on excess balances at Wells Fargo was 1.17%. As of April, the following interest revenue has been

received:



Contract Bed Rental Data:

Contract bed rental billing for March and April was as follows:

	March 2025	April 2025
Culpeper County	\$ 17,350.00	\$ 17,050.00
Page County	\$ 1,742.81	\$ 1,717.07

Bed rental revenue YTD for FY25 is \$296,219.38



The total bed rental revenue year to date for FY25, including revenue from medical, housing, commissary, and telephone fees is \$375,952.05.

Other Outstanding Issues

Election of FY2026 Officers – Chairman, Vice-Chairman, and Secretary/Treasurer

Mr. Vass opened the floor for nominations for the FY2026 Chairman. Mr. Whitson, seconded by Mr. Vass nominated Mr. Curry as Chairman of the Authority Board for FY2026. Mr. Vass closed the floor for nominations for FY2026 Chairman. The motion carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
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Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Mr. Vass opened the floor for nominations for the FY2026 Vice-Chairman. Mr. Curry, seconded by Mr. Whitson nominated Ms. Cline as Vice-Chairman of the Authority Board for FY2026. Mr. Vass closed the floor for nominations for FY2026 Vice-Chairman. The motion carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Mr. Vass opened the floor for nomination for the FY2026 Secretary/Treasurer. Mr. Curry, seconded by Mr. Daley nominated Mr. Vass as Secretary/Treasurer of the Authority Board for FY2026. Mr. Vass closed the floor for nominations for FY2026 Secretary/Treasurer. The motion carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Meeting Schedule

- July 24, 2025, at 2 pm
- September 25, 2025, at 2 pm
- November 20, 2025, at 2 pm

Mr. Gilkison explained that historically we have not met in July due to not having a quorum or having many items to discuss with the start of the new fiscal year.

Mr. Daley, seconded by Mr. Curry, moved to authorize the Superintendent to cancel the July 24, 2025, meeting after consultation with the Chairman. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent

Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

Adjournment

Mr. Daley, seconded by Mr. Curry, moved to adjourn the Authority Board Meeting. The motion was carried by the following vote:

Tim Carter	Absent	Edwin Daley	Aye
Crystal Cline	Absent	Dennis Morris	Absent
Connie Compton	Absent	Evan Vass	Aye
John Stanmeyer	Aye	Keir Whitson	Aye
Garrey Curry	Aye		

At 2:24 pm, Mr. Vass adjourned the meeting.

Minutes Recorded & Transcribed by Brianna R. Taylor

Vicky Cook, Chairman
RSW Regional Jail Authority Board

Approved Date

Average Daily Population for May

Rappahannock	16	5.8%
Shenandoah	116	42.0%
Warren	144	52.2%
Member Jurisdiction ADP	276	
Culpeper County Contract Beds	17	
Page County Contract Beds	2	
Total Facility ADP	295	

Average Daily Population for June

Rappahannock	14	5.1%
Shenandoah	108	39.9%
Warren	149	55.0%
Member Jurisdiction ADP	271	
Culpeper County Contract Beds	14	
Page County Contract Beds	2	
Total Facility ADP	287	

Home Electronic Monitoring (HEM)

Currently, there are no inmates on HEM.

Inmate Programs and Services

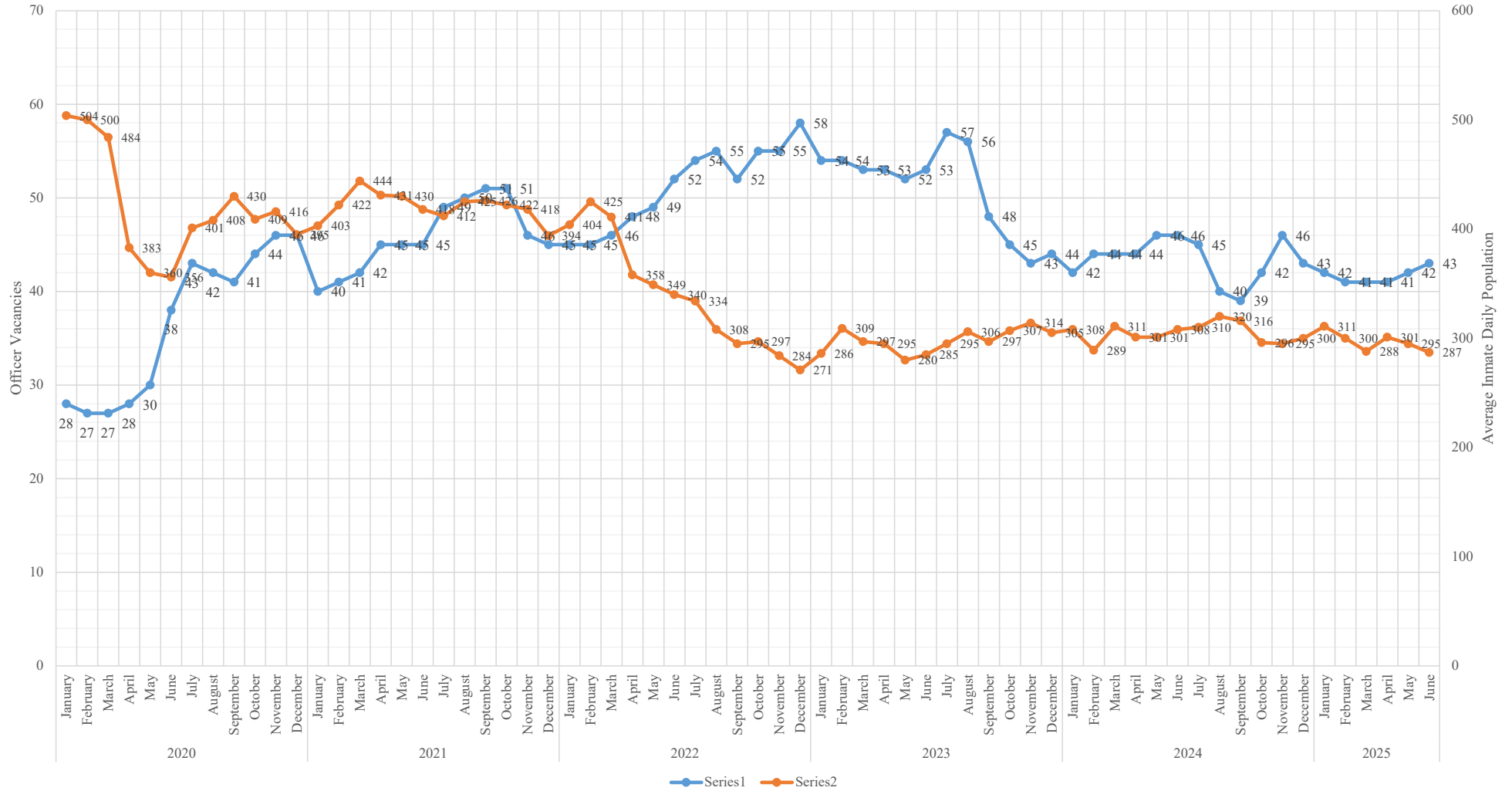
Currently have five inmates on Work Force.

In May, June, and July the RSW Inmate Work Force Team conducted:

- Rappahannock County -
 - Library, County Administrative Building, small dump station, and Amissville Landfill mowing,
 - Worked on walking paths at the park,
 - July 5, 2025 -Assisted Sperryville Fire Department with clean up from an event on Ben Venue Road
- Shenandoah County –
 - Shenandoah County Park mowing, clean out dugouts, and other various projects at the park.
- Warren County –
 - Mowed, weeded, and cleans up brush at the White House on 522, Company 10 Fire Department, and 522 from Fairground Road to Guard Hill Road.

	RSW REGIONAL JAIL AUTHORITY															
	MONTHLY STATS															
	FY2025															
		Budget	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		
	Inmate Food Cost:															
	Monthly Food Cost	\$ 485,000	\$ 10,179	\$ 57,802	\$ 29,706	\$ 38,641	\$ 30,179	\$ 30,187	\$ 52,209	\$ 29,508	\$ 32,199	\$ 24,321	\$ 34,077	\$ 29,041	AVG.	
	Food Cost per day / per inmate		\$ 1.07	\$ 5.84	\$ 3.15	\$ 4.22	\$ 3.43	\$ 3.26	\$ 5.43	\$ 3.52	\$ 3.63	\$ 2.71	\$ 3.72	\$ 3.37	\$ 3.61	
	Inmate Information:															Allocation Per
	Avg. Population		277	299	294	264	258	281	292	282	266	288	276	271	279	Location
	Number of Rappahannock inmates		20	18	18	21	21	22	17	14	16	20	16	14	18	6.5%
	Number of Shenandoah inmates		116	129	126	106	103	110	117	113	106	112	116	108	114	40.7%
	Number of Warren inmates		141	152	150	137	134	149	158	155	144	156	144	149	147	52.8%
	State Responsible inmates		81	85	78	83	83	90	106	79	98	84	103	82	88	
	Number of inmates Out of Compliance per DOC		12	8	7	6	5	5	7	14	11	5	14	11	9	
	Local Responsible inmates		118	111	108	105	95	102	88	98	107	99	124	99	105	
	Page Co. inmates		1	1	1	1	1	1	1	1	1	1	2	2	1	
	Cupleper Co. inmates		32	20	21	31	36	18	18	17	21	12	17	14	21	
															Total	
	Total RSW inmate days		8,574	9,281	8,806	8,192	7,730	8,726	9,061	7,906	8,231	8,631	8,552	8,125	101,815	
	Total Facility Inmate Days		9,552	9,906	9,421	9,156	8,804	9,273	9,622	8,388	8,878	8,991	9,151	8,607	109,749	
	Number of grievances filed		3	-	1	-	1	1	2	1	2	1	1	1	14	
	Number of inmates housed in other jurisdictions		5	7	7	10	9	8	11	9	9	8	8	8	99	
	Transport Information:														Total	
	Total number of transports		159	154	162	147	114	135	164	142	155	164	150	155	1,801	
	Total number of inmates transported		240	236	233	249	187	226	250	192	280	222	205	213	2,733	
	Number of transports to Shenandoah courts		48	48	55	47	38	40	39	36	54	48	44	43	540	
	Number of transports to Warren courts		56	52	46	45	39	39	56	2	49	43	53	60	540	
	Number of transports to Rappahannock courts		16	8	7	11	12	8	10	8	14	4	11	8	117	
	Number of video hearings		283	252	255	238	180	227	226	229	216	221	207	259	2,793	
	Number of TDO transports		3	9	5	4	1	6	6	5	9	6	4	10	68	
	Number of DOC transports		4	3	2	1	1	2	1	3	2	2	2	5	28	
	Number of medical transports		16	10	12	24	16	18	26	22	14	20	20	16	214	
	Number of dental transports		-	-	-	-	-	0	-	-	-	-	-	-	-	
	Number of hospital transports		16	24	35	15	7	22	26	26	13	41	16	13	254	
	Number of inmates to hospital		9	13	18	11	5	13	18	16	7	20	10	7	147	
	Number of miles driven		7,664	8,843	7,340	6,106	6,503	5,181	6,882	6,896	5,937	6,405	5,972	10,109	83,838	
	Amount of gas used (GAL)		524	565	475	432	397	373	485	385	408	407	397	653	5,501	

Average Daily Population and Officer Vacancies





RSW Regional Jail
Rappahannock, Shenandoah and Warren County
6601 Winchester Road
Front Royal, Virginia 22630
Phone: (540) 622-6097
Fax: (540) 622-2846

Russell W. Gilkison
Superintendent

Human Resources Department Report – July 2025

As of July 17th, forty-three Officer Vacancies: this includes the forty positions held for vacancy savings.

From May 15th to July 17th, there has been a total of 32 applications received.

Jail Officer:

- Twenty applications have been received; out of those applications:
 - Eleven did not pass the preliminary background process.
 - Two candidates rescinded their applications.
 - Two candidates are scheduled for an interview.
 - Four candidates are in the final background process.
 - One candidate was offered the final offer and will begin in July.

Control Room Officer:

- Eight applications have been received; out of those applications:
 - Three did not pass the preliminary background process.
 - Two candidates had an interview but were not offered a contingent offer.
 - One applicant is scheduled for an interview.
 - One application was just received and is in review.
 - One candidate accepted the final offer and began in June.

Medication Aide:

- Three applications have been received; out of those:
 - One candidate rescinded the application,
 - Two candidates had an interview and were offered a contingent offer and are in the final background process.

LPN:

- One application have been received; out of those applications:
 - One candidate rescinded the application due to shift schedule.

New Hires and Retention:

- In May:
 - Two certified Jail Officers were terminated/resigned.
- In June:
 - Hired one Control Room Officer,
 - Two uncertified Jail Officers and one LPN were terminated/resigned.

Job Fairs Attended:

- Shenandoah County Library on June 5th.
- Samuels Public Library on July 3rd.



RSW Regional Jail
 Rappahannock, Shenandoah and Warren County
 6601 Winchester Road
 Front Royal, Virginia 22630
 Phone: (540) 622-6097
 Fax: (540) 622-2846

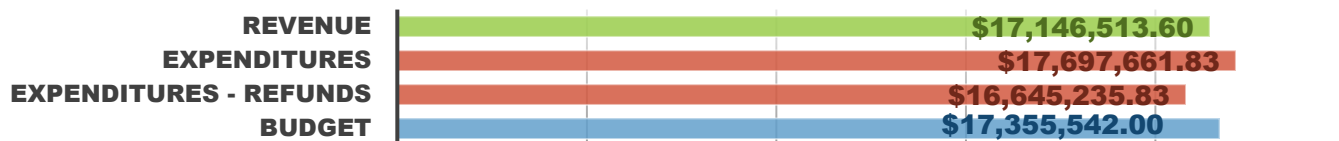
Russell W. Gilkison
 Superintendent

July 17, 2025

Finance Department Report – May/June 2025

Fiscal Year Financial Progress: June marks the end of the fiscal year. At the end of June, expenditures were at 101.97% used and revenue was 98.80% realized. The expenditure percentage includes the refund payments made to the jurisdictions. Without that expense, the YTD expenditure percentage would be 95.91%. There are still some revenues and expenditures that will be processed for FY2025 in the post-year.

FY25 FINANCIAL PROGRESS - YTD JUNE 2025

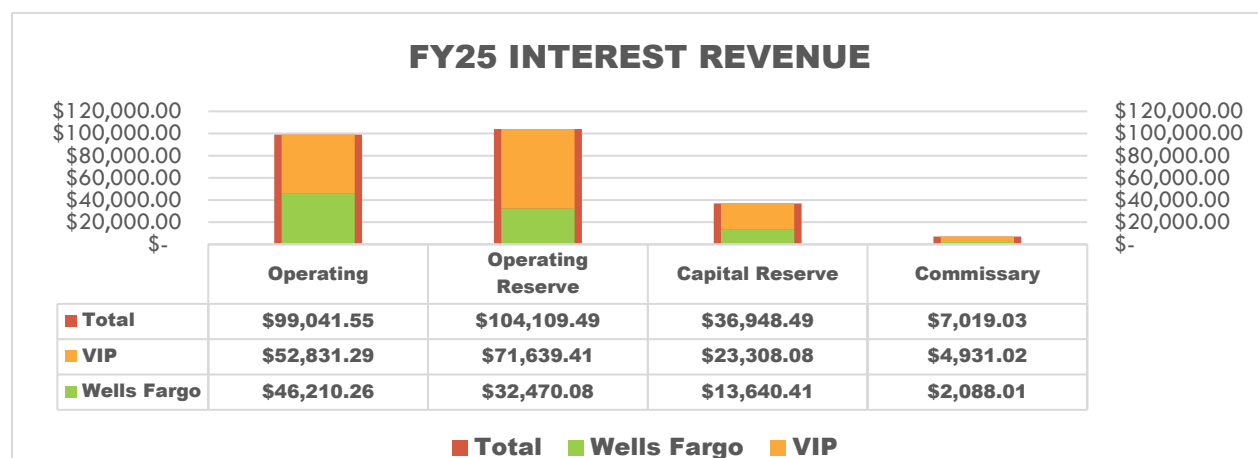


Bank Account/Fund Balances: As of June 30, 2025, the fund balances were as follows:

Wells Fargo Operating	VIP Operating	Operating Fund Total
\$1,392,662.64	\$2,689,525.29	\$4,082,187.93
Wells Fargo Operating Reserve	VIP Operating Reserve	Operating Reserve Fund Total
\$1,000.00	\$3,390,867.62	\$3,391,867.62
Wells Fargo Capital Reserve	VIP Capital Reserve	Capital Reserve Fund Total
\$1,000.00	\$1,112,790.74	\$1,113,790.74
Wells Fargo Commissary	VIP Commissary	Commissary Fund Total
\$47,412.02	\$248,931.02	\$296,343.04

Interest Revenue: The average monthly yield in June for the VIP accounts was 4.40%. As of July 16, 2025, the net yield on the VIP accounts is 4.42%. For the month of June, the interest rate on excess balances at Wells Fargo was 1.17%.

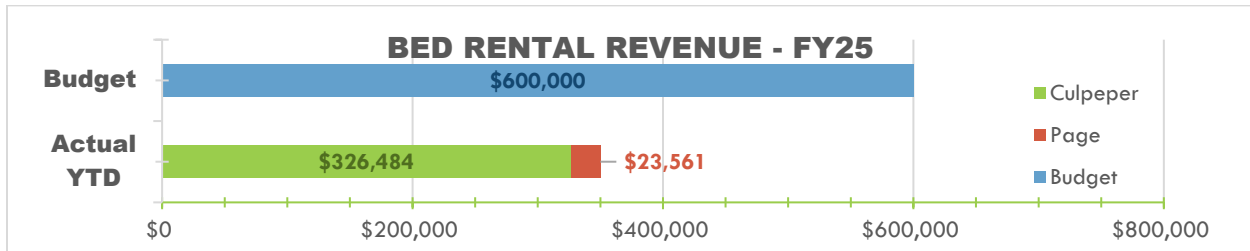
As of June, the following interest revenue has been received:



Contract Bed Rental Data: Contract bed rental billing for May and June was as follows:

	May 2025	June 2025
Culpeper County	\$ 27,300.00	\$ 20,157.00
Page County	\$ 2,067.89	\$ 4,300.91

Bed rental revenue YTD for FY25 is \$350,045.18



The total bed rental revenue for FY25, including revenue from medical, housing, commissary, telephone fees, and state paid per diem is \$434,794.42.

Respectfully Submitted,

Stephanie Thomas

Finance Manager
RSW Regional Jail

FISCAL YEAR 2025 EXPENDITURES						
		REPORT MONTH:	JUNE 2025			
		Percentage of Fiscal Year:	100.00%			
OPERATING FUND						
Line Item	Line Item Description	Annual Budget	Reporting Month Expenditures	FY Expenditures To Date	FY Available Balance	Annual % Expenditure Used
1100	SALARIES (REGULAR)	\$ 6,908,431.00	\$ 496,658.82	\$ 6,420,553.90	\$ 487,877.10	92.94%
1200	SALARIES (OVERTIME)	\$ 463,500.00	\$ 55,689.80	\$ 381,582.87	\$ 81,917.13	82.33%
1300	SALARIES (PART-TIME)	\$ 45,575.00	\$ 7,235.50	\$ 78,097.81	\$ (32,522.81)	171.36%
1400	SALARIES (HOLIDAY)	\$ 330,939.00	\$ 25,763.75	\$ 370,351.04	\$ (39,412.04)	111.91%
1800	ACCRUED LEAVE PAYOFF AT TERMINATION	\$ 52,530.00	\$ 675.81	\$ 52,307.23	\$ 222.77	99.58%
1825	ANNUAL LEAVE TAKEN	\$ 283,250.00	\$ 22,967.04	\$ 262,768.63	\$ 20,481.37	92.77%
1830	SICK LEAVE TAKEN	\$ 198,790.00	\$ 16,045.78	\$ 255,361.09	\$ (56,571.09)	128.46%
	1000 Salaries and Benefits Subtotal	\$ 8,283,015.00	\$ 625,036.50	\$ 7,821,022.57	\$ 461,992.43	94.42%
				\$ -		
2100	FICA	\$ 633,651.00	\$ 48,475.34	\$ 581,954.76	\$ 51,696.24	91.84%
2210	VRS	\$ 627,948.00	\$ 50,530.94	\$ 604,207.66	\$ 23,740.34	96.22%
2300	HOSPITALIZATION INSURANCE	\$ 1,236,950.00	\$ 101,659.20	\$ 1,228,169.45	\$ 8,780.55	99.29%
2400	GROUP LIFE INSURANCE	\$ 96,014.00	\$ 6,597.25	\$ 78,955.49	\$ 17,058.51	82.23%
2500	SHORT & LONG TERM DISABILITY INSURANCE P	\$ 13,083.00	\$ 1,107.74	\$ 13,066.90	\$ 16.10	99.88%
2600	UNEMPLOYMENT INSURANCE	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00	0.00%
2700	WORKERS COMPENSATION INSURANCE	\$ 162,044.00	\$ -	\$ 159,977.00	\$ 2,067.00	98.72%
	2000 Benefits Subtotal	\$ 2,784,690.00	\$ 208,370.47	\$ 2,666,331.26	\$ 118,358.74	95.75%
				\$ -		
3110	PROF. HEALTH SERVICES - ON-SITE	\$ 526,473.00	\$ 30,751.09	\$ 395,947.22	\$ 130,525.78	75.21%
3111	PROF. HEALTH SERVICES - OFFSITE	\$ 70,000.00	\$ 403.25	\$ 31,967.59	\$ 38,032.41	45.67%
3112	PROF. HEALTH SERVICES - PRESCRIPTIONS	\$ 225,000.00	\$ 26,743.34	\$ 336,526.69	\$ (111,526.69)	149.57%
3113	PROF. HEALTH SERVICES - DENTAL	\$ 3,868.00	\$ 366.28	\$ 4,755.75	\$ (887.75)	122.95%
3120	PROFESSIONAL SERVICES - ACCOUNTING SERVI	\$ 24,000.00	\$ -	\$ 22,855.00	\$ 1,145.00	95.23%
3150	PROFESSIONAL SERVICES - LEGAL SERVICES	\$ 52,000.00	\$ -	\$ 42,000.00	\$ 10,000.00	80.77%
3155	PROFESSIONAL SERVICES - OTHER	\$ 15,586.00	\$ 340.88	\$ 10,990.48	\$ 4,595.52	70.52%
3310	REPAIRS & MAINTENANCE SERVICES	\$ 162,020.00	\$ 570.00	\$ 77,662.80	\$ 84,357.20	47.93%
3315	MOTOR VEHICLE REPAIRS	\$ 15,000.00	\$ 1,073.62	\$ 15,221.08	\$ (221.08)	101.47%
3320	MAINTENANCE & SERVICE CONTRACT	\$ 245,779.00	\$ 10,689.11	\$ 238,348.63	\$ 7,430.37	96.98%
3500	PRINTING & BINDING	\$ 700.00	\$ -	\$ 705.19	\$ (5.19)	100.74%
3600	ADVERTISING	\$ 30,000.00	\$ 714.55	\$ 8,286.15	\$ 21,713.85	27.62%
3700	RECRUITMENT COSTS (JOB FAIRS)	\$ 2,500.00	\$ -	\$ 67.18	\$ 2,432.82	2.69%
	3000 Contractual Services Subtotal	\$ 1,372,926.00	\$ 71,652.12	\$ 1,185,333.76	\$ 187,592.24	86.34%
				\$ -		
5110	ELECTRICAL SERVICES	\$ 320,000.00	\$ 30,757.55	\$ 302,027.71	\$ 17,972.29	94.38%
5120	NATURAL GAS	\$ 65,000.00	\$ 2,295.81	\$ 47,258.09	\$ 17,741.91	72.70%
5130	WATER & SEWER	\$ 262,925.00	\$ 23,514.45	\$ 207,952.36	\$ 54,972.64	79.09%
5135	WASTE REMOVAL	\$ 28,000.00	\$ 2,237.63	\$ 26,032.97	\$ 1,967.03	92.97%
5210	POSTAGE	\$ 2,500.00	\$ 200.00	\$ 2,546.87	\$ (46.87)	101.87%
5230	TELECOMMUNICATIONS	\$ 31,200.00	\$ 2,848.22	\$ 27,596.03	\$ 3,603.97	88.45%
5250	INTERNET & CABLE SERVICES	\$ 9,000.00	\$ 604.49	\$ 7,941.00	\$ 1,059.00	88.23%
5301	BOILER, MACHINERY, FIRE & GENERAL LIABIL	\$ 25,613.00	\$ -	\$ 28,412.00	\$ (2,799.00)	110.93%
5305	VEHICLE INSURANCE	\$ 7,429.00	\$ -	\$ 7,516.00	\$ (87.00)	101.17%
5306	PUBLIC OFFICIALS LIABILITY INSURANCE	\$ 4,100.00	\$ -	\$ 4,100.00	\$ -	100.00%
5309	LINE OF DUTY INSURANCE	\$ 24,633.00	\$ -	\$ 27,027.00	\$ (2,394.00)	109.72%
5410	LEASE/PURCHASE EQUIPMENT	\$ 25,000.00	\$ 1,811.32	\$ 17,804.63	\$ 7,195.37	71.22%
5510	TRAVEL - MILEAGE/PARKING	\$ 1,500.00	\$ 45.08	\$ 2,182.26	\$ (682.26)	145.48%
5520	CONDUCT OF BUSINESS	\$ 500.00	\$ -	\$ -	\$ 500.00	0.00%
5530	TRAVEL (FOOD & LODGING)	\$ 10,000.00	\$ -	\$ 8,101.31	\$ 1,898.69	81.01%
5540	TRAVEL (TRAINING & EDUCATION)	\$ 84,800.00	\$ 2,380.58	\$ 72,461.91	\$ 12,338.09	85.45%
5802	BANKING FEES	\$ 1,000.00	\$ 208.32	\$ 2,466.77	\$ (1,466.77)	246.68%
5810	DUES & ASSOCIATION MEMBERSHIP	\$ 6,790.00	\$ 25.00	\$ 6,708.00	\$ 82.00	98.79%
5850	MISCELLANEOUS EXPENSES	\$ 6,000.00	\$ 612.65	\$ 4,533.04	\$ 1,466.96	75.55%
5860	PROFESSIONAL CERTIFICATION/LICENSING	\$ 240.00	\$ -	\$ 173.26	\$ 66.74	72.19%
	5000 Other Services Subtotal	\$ 916,230.00	\$ 67,541.10	\$ 802,841.21	\$ 113,388.79	87.62%
				\$ -		
6001	OFFICE SUPPLIES	\$ 20,000.00	\$ 758.13	\$ 9,614.63	\$ 10,385.37	48.07%
6002	FOOD SERVICE	\$ 485,000.00	\$ 29,041.27	\$ 398,047.80	\$ 86,952.20	82.07%
6003	FOOD SERVICE SUPPLIES	\$ 25,000.00	\$ 379.12	\$ 14,185.54	\$ 10,814.46	56.74%
6004	MEDICAL & LAB SUPPLIES	\$ 45,000.00	\$ 6,160.13	\$ 31,237.30	\$ 13,762.70	69.42%
6005	LAUNDRY/HOUSEKEEPING SUPPLIES	\$ 110,000.00	\$ 9,098.23	\$ 65,018.75	\$ 44,981.25	59.11%
6006	LINEN SUPPLIES	\$ 15,000.00	\$ -	\$ 4,394.00	\$ 10,606.00	29.29%
6007	REPAIRS & MAINTENANCE SUPPLIES	\$ 156,351.00	\$ 9,105.81	\$ 118,167.83	\$ 38,183.17	75.58%
6008	VEHICLE SUPPLIES (GAS & OIL)	\$ 37,700.00	\$ 2,542.76	\$ 31,863.83	\$ 5,836.17	84.52%
6009	VEHICLE REPAIRS & MAINTENANCE SUPPLIES	\$ 1,000.00	\$ -	\$ 2,131.90	\$ (1,131.90)	213.19%
6010	POLICE EQUIPMENT & SUPPLIES (INC RANGE)	\$ 50,000.00	\$ 7,904.80	\$ 23,532.24	\$ 26,467.76	47.06%
6011	UNIFORMS AND WEARING APPAREL - STAFF	\$ 45,000.00	\$ 801.44	\$ 36,588.56	\$ 8,411.44	81.31%
6014	OPERATING SUPPLIES	\$ 1,000.00	\$ -	\$ 1,471.42	\$ (471.42)	147.14%
6015	GROUND MAINTENANCE	\$ 20,000.00	\$ 892.31	\$ 14,876.90	\$ 5,123.10	74.38%
6016	REPAIR & MAINT EQUIPMENT-TOOLS	\$ 2,000.00	\$ -	\$ 51.33	\$ 1,948.67	2.57%
6020	INMATE SUPPLIES	\$ 20,000.00	\$ 327.60	\$ 3,807.49	\$ 16,192.51	19.04%
	6000 Materials and Supplies Subtotal	\$ 1,033,051.00	\$ 67,011.60	\$ 754,989.52	\$ 278,061.48	73.08%
				\$ -		
8101	MACHINERY & EQUIPMENT	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	0.00%
8102	FURNITURE & FIXTURES	\$ 5,000.00	\$ -	\$ 3,368.33	\$ 1,631.67	67.37%
8103	COMMUNICATION EQUIPMENT	\$ 5,000.00	\$ -	\$ 4,145.45	\$ 854.55	82.91%
8107	COMPUTER EQUIPMENT & SOFTWARE	\$ 26,500.00	\$ 3,672.49	\$ 52,761.71	\$ (26,261.71)	199.10%
8204	COMPUTER EQUIPMENT & SOFTWARE	\$ -	\$ 73,335.65	\$ 579,468.35	\$ (579,468.35)	> 100%
8205	POLICE SUPPLIES AND EQUIPMENT	\$ 150,000.00	\$ 19,695.00	\$ 106,076.75	\$ 43,923.25	70.72%
9940	TRANSFER TO CAPITAL RESERVE	\$ -	\$ -	\$ 49,900.00	\$ (49,900.00)	> 100%
9999	REFUNDS TO MEMBER JURISDICTIONS	\$ -	\$ -	\$ 1,052,426.00	\$ (1,052,426.00)	> 100%
	8000 Technology and Capital Subtotal	\$ 196,500.00	\$ 96,703.14	\$ 1,848,146.59	\$ (1,651,646.59)	940.53%
				\$ -		
	OPERATING ACCOUNT FY TOTALS	\$ 14,586,412.00	\$ 1,136,314.93	\$ 15,078,664.91	\$ (492,252.91)	103.37%
				\$ -		
OPERATING RESERVE						
Line Item	Line Item Description	Annual Budget	Reporting Month Expenditures	FY Expenditures To Date	FY Available Balance	Annual % Expenditure Used
9510	PRINCIPAL ON GENERAL OBLIGATION BOND	\$ 1,605,000.00	\$ 343,704.78	\$ 1,454,866.91	\$ 150,133.09	90.65%
9520	INTEREST ON GENERAL OBLIGATION BONDS	\$ 1,164,130.00	\$ 288,831.83	\$ 1,164,130.01	\$ (0.01)	100.00%
				\$ -		
	OPERATING RESERVE ACCOUNT FY TOTALS	\$ 2,769,130.00	\$ 632,536.61	\$ 2,618,996.92	\$ 150,133.08	94.58%
				\$ -		
	TOTAL FY25 BUDGET	\$ 17,355,542.00	\$ 1,768,851.54	\$ 17,697,661.83	\$ (342,119.83)	101.97%

FISCAL YEAR 2025 EXPENDITURES						
COMMISSARY FUND						
Line Item	Line Item Description	Annual Budget	Reporting Month Expenditures	FY Expenditures To Date		
3111	PROF. HEALTH SERVICES - OFFSITE	\$ -	\$ -	\$ 6,256.32		
3155	PROFESSIONAL SERVICES - OTHER	\$ -	\$ 9,829.70	\$ 119,496.95		
5250	INTERNET & CABLE SERVICES	\$ -	\$ 240.11	\$ 2,941.67		
5410	LEASE/PURCHASE EQUIPMENT	\$ -	\$ 168.37	\$ 1,709.31		
6012	BOOKS & SUBSCRIPTIONS	\$ -	\$ -	\$ 74.15		
6013	COMMISSARY	\$ -	\$ 22,404.57	\$ 269,508.00		
6020	INMATE SUPPLIES	\$ -	\$ 6,223.99	\$ 110,197.42		
9911	TRANSFER TO OPERATING FUND	\$ -	\$ -	\$ 3,821.23		
	COMMISSARY ACCOUNT FY TOTALS	\$ -	\$ 38,866.74	\$ 514,005.05		
CAPITAL RESERVE FUND						
Line Item	Line Item Description	Annual Budget	Reporting Month Expenditures	FY Expenditures To Date		
9911	TRANSFER TO OPERATING FUND	\$ -	\$ -	\$ 473,057.75		
	CAPITAL ACCOUNT FY TOTALS	\$ -	\$ -	\$ 473,057.75		

FISCAL YEAR 2025 REVENUE						
		REPORT MONTH:	JUNE 2025			
		Percentage of Fiscal Year:	100.00%			
OPERATING FUNDS						
Line Item	Line Item Description	Annual Budget	Reporting Month Revenue	FY Revenue To Date	FY Unrealized Revenue	Annual % Revenue Realized
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 333,295.00	\$ -	\$ 333,295.00	\$ -	100.00%
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 2,262,324.00	\$ -	\$ 2,262,324.00	\$ -	100.00%
110605	FUNDS FROM WARREN COUNTY	\$ 2,931,680.00	\$ -	\$ 2,931,677.00	\$ 3.00	100.00%
150103	BANK ACCOUNT INTEREST EARNED	\$ -	\$ 1,312.93	\$ 46,210.26	\$ (46,210.26)	> 100%
150104	INVESTMENT ACCOUNT INTEREST EARNED	\$ -	\$ 9,712.05	\$ 52,831.29	\$ (52,831.29)	> 100%
160501	PRISONERS KEEP FEE	\$ 110,000.00	\$ 10,313.81	\$ 113,759.66	\$ (3,759.66)	103.42%
160504	PRISONER ROOM & BOARD FEE - WORK RELEASE	\$ -	\$ 66.45	\$ 326.50	\$ (326.50)	> 100%
160506	SSA INCENTIVE PAY	\$ 5,000.00	\$ 1,400.00	\$ 10,300.00	\$ (5,300.00)	206.00%
160901	PHYSICIAN CO-PAY	\$ 5,000.00	\$ 635.17	\$ 7,483.31	\$ (2,483.31)	149.67%
160902	NURSE CO-PAY	\$ 5,000.00	\$ 427.34	\$ 2,426.42	\$ 2,573.58	48.53%
160903	DENTIST CO-PAY	\$ 1,500.00	\$ 227.28	\$ 1,610.52	\$ (110.52)	107.37%
160904	PRESCRIPTION CO-PAY	\$ 17,000.00	\$ 2,752.77	\$ 23,442.79	\$ (6,442.79)	137.90%
160906	MEDICAL SUPPLIES	\$ 500.00	\$ 103.44	\$ 934.41	\$ (434.41)	186.88%
160907	MEDICAL INMATE RESPONSIBLE	\$ 1,200.00	\$ 207.54	\$ 2,178.95	\$ (978.95)	181.58%
160908	MEDICATION (OVER THE COUNTER)	\$ 400.00	\$ 39.07	\$ 313.16	\$ 86.84	78.29%
180302	PAYMENTS FOR DAMAGE TO PROPERTY	\$ -	\$ 0.30	\$ 574.29	\$ (574.29)	> 100%
189912	MISCELLANEOUS REVENUE	\$ 5,000.00	\$ 900.39	\$ 19,999.79	\$ (14,999.79)	400.00%
190202	CONTRACT BED RENTAL SPACE	\$ 600,000.00	\$ 29,367.89	\$ 325,587.27	\$ 274,412.73	54.26%
190204	TELEPHONE COMMISSIONS	\$ 200,000.00	\$ 4,261.69	\$ 160,095.22	\$ 39,904.78	80.05%
240104	DOC REIMBURSEMENT	\$ 500.00	\$ 248.20	\$ 12,328.22	\$ (11,828.22)	2465.64%
240105	COMP BOARD SALARY FUNDING	\$ 6,961,139.00	\$ 923,029.85	\$ 6,401,428.31	\$ 559,710.69	91.96%
240106	COV COMP BOARD PER DIEM (STATE/LOCAL)	\$ 720,000.00	\$ -	\$ 509,679.00	\$ 210,321.00	70.79%
240107	COMP BOARD BENEFIT FUNDING	\$ 426,875.00	\$ 40,926.02	\$ 443,895.42	\$ (17,020.42)	103.99%
240108	TDO/ECO REIMBURSEMENT	\$ -	\$ -	\$ 13,156.00	\$ (13,156.00)	> 100%
333020	FEDERAL DISASTER RECOVERY ASSISTANCE	\$ -	\$ -	\$ 120,536.34	\$ (120,536.34)	> 100%
499110	TRANSFER FROM COMMISSARY FUND	\$ -	\$ -	\$ 3,821.23	\$ (3,821.23)	> 100%
499400	TRANSFER FROM CAPITAL RESERVE	\$ -	\$ -	\$ 473,057.75	\$ (473,057.75)	> 100%
	OPERATING ACCOUNT FY TOTALS	\$ 14,586,413.00	\$ 1,025,932.19	\$ 14,273,272.11	\$ 313,140.89	97.85%
OPERATING RESERVE FUNDS						
Line Item	Line Item Description	Annual Budget	Reporting Month Revenue	FY Revenue To Date	FY Unrealized Revenue	Annual % Revenue Realized
110603	FUNDS FROM RAPPAHANNOCK COUNTY	\$ 166,980.00	\$ -	\$ 166,980.00	\$ -	100.00%
110604	FUNDS FROM SHENANDOAH COUNTY	\$ 1,133,404.00	\$ -	\$ 1,133,404.00	\$ -	100.00%
110605	FUNDS FROM WARREN COUNTY	\$ 1,468,745.00	\$ -	\$ 1,468,748.00	\$ (3.00)	100.00%
150103	BANK ACCOUNT INTEREST EARNED	\$ -	\$ -	\$ 32,470.08	\$ (32,470.08)	> 100%
150104	INVESTMENT ACCOUNT INTEREST EARNED	\$ -	\$ 12,398.63	\$ 71,639.41	\$ (71,639.41)	> 100%
	OPERATING RESERVE ACCOUNT FY TOTALS	\$ 2,769,129.00	\$ 12,398.63	\$ 2,873,241.49	\$ (104,112.49)	103.76%
	TOTAL FY25 BUDGET	\$ 17,355,542.00	\$ 1,038,330.82	\$ 17,146,513.60	\$ 209,028.40	98.80%
COMMISSARY FUNDS						
Line Item	Line Item Description	Annual Budget	Reporting Month Revenue	FY Revenue To Date		
110606	FUNDS FROM INMATE ACCOUNT	\$ -	\$ 39,908.20	\$ 409,553.76		
150103	BANK ACCOUNT INTEREST EARNED	\$ -	\$ -	\$ 2,088.01		
150104	INVESTMENT ACCOUNT INTEREST EARNED	\$ -	\$ 898.93	\$ 4,931.02		
	COMMISSARY ACCOUNT ANNUAL TOTALS	\$ -	\$ 40,807.13	\$ 416,572.79		
CAPITAL RESERVE FUNDS						
Line Item	Line Item Description	Annual Budget	Reporting Month Revenue	FY Revenue To Date		
150103	BANK ACCOUNT INTEREST EARNED	\$ -	\$ -	\$ 13,640.41		
150104	INVESTMENT ACCOUNT INTEREST EARNED	\$ -	\$ 4,018.36	\$ 23,308.08		
499100	TRANSFER FROM OPERATING A/C	\$ -	\$ -	\$ 49,900.00		
	CAPITAL RESERVE ACCOUNT ANNUAL TOTALS	\$ -	\$ 4,018.36	\$ 86,848.49		