

Adopted
Annual Budget

Fiscal Year 2014



Adopted Annual Budget - Fiscal Year 2014
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Board of Supervisors



Walter C. Zaremba
Chairman



Donald E. Wiggins
Vice Chairman



Sheila S. Noll



George S. Hrichak



Thomas G. Shepperd, Jr.

Constitutional Officers

Clerk of the Circuit Court
Commissioner of the Revenue
County Treasurer
Commonwealth's Attorney
Sheriff

Lynn S. Mendibur
Ann H. Thomas
Deborah B. Robinson
Benjamin M. Hahn
J. D. Diggs

County Officials

County Administrator
County Attorney
Assistant County Administrator
Deputy County Administrator
Director of Community Services
Environmental and Development Services
Director of General Services
Fire Chief
Controller

James O. McReynolds
James E. Barnett
J. Mark Carter
Vivian McGettigan
Laurie Blanton-Coleman
John Hudgins
Mark Bellamy
Stephen P. Kopczynski
Sharon B. Day



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**County of York
Virginia**

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Morill

President

Jeffrey R. Egan

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the County of York, Virginia for its annual budget for the fiscal year beginning July 1, 2012. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

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

BOARD OF SUPERVISORS
 COUNTY OF YORK
 YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 2nd day of May, 2013:

<u>Present</u>	<u>Vote</u>
Walter C. Zaremba, Chairman	Yea
Donald E. Wiggins, Vice Chairman	Yea
Sheila S. Noll	Yea
George S. Hrichak	Yea
Thomas G. Shepperd, Jr.	Yea

On motion of Mrs. Noll, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO APPROVE THE BUDGETS AND APPROPRIATE FUNDS FOR THE COUNTY OF YORK AND THE YORK COUNTY SCHOOL DIVISION FOR THE FISCAL YEAR BEGINNING JULY 1, 2013, AND ENDING JUNE 30, 2014

WHEREAS, the County Administrator has submitted to the York County Board of Supervisors a proposed annual budget for the County for the fiscal year beginning July 1, 2013, and ending June 30, 2014, which has been reviewed by the Board of Supervisors; and

WHEREAS, it is necessary to adopt said budget and appropriate sufficient funds to cover the requirements included therein; and

WHEREAS, the Board of Supervisors, in exercising its independent judgment and in concert with the York County School Board, has considered the school's annual operating budget; and

WHEREAS, after considering the availability of local funds, approval of the York County School Board's fiscal year 2014 educational budget is based upon funding from the federal government in the amount of \$14,412,585; from the state government in the amount of \$56,511,989; from the local appropriations in the amount of \$50,034,444; and other local revenues in the amount of \$1,588,216;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 2nd day of May, 2013, that the fiscal year 2014 annual budget of the York County School Division for school operations in the amount of \$122,547,234 be, and is hereby, approved subject to and contingent upon the availability of funds as indicated in the preamble hereto.

BE IT FURTHER RESOLVED that the annual budget in the sum of \$4,961,984 for fiscal year 2014 be, and is hereby, approved for the operation of food service programs for purposes authorized and approved by the York County School Board subject to and contingent upon the availability of funds.

BE IT STILL FURTHER RESOLVED that an annual appropriation in the sum of \$5,829,000 for fiscal year 2014 be, and is hereby, made for school capital projects.

BE IT STILL FURTHER RESOLVED that the fiscal year 2014 annual budget for the County of York be, and is hereby, adopted as proposed on this date.

BE IT STILL FURTHER RESOLVED that the following annual appropriations for fiscal year 2014 be, and are hereby, made in the General Fund for the following functions:

<u>Function</u>	<u>Amount</u>
General Administration	\$ 2,092,444
Judicial Services	2,682,674
Public Safety	30,093,276
Environmental & Development Services	3,709,586
Finance & Planning	8,771,800
Education & Educational Services	60,564,818
Human Services	3,207,446
General Services	6,702,211
Community Services	2,898,942
Capital Outlay, Fund Transfers & Non-Departmental	9,380,708
Total General Fund	<u>\$ 130,103,905</u>

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer the appropriations in the General Fund Non-Departmental function to the related categories in the various General Fund functions.

BE IT STILL FURTHER RESOLVED that the appropriation of the transfer of one-half (1/2) of the actual meals tax collections to the Water and Sewer Utility Funds and Stormwater Management Fund be, and is hereby, adjusted in the General Fund to effect the funding for County water, sewer and stormwater projects.

BE IT STILL FURTHER RESOLVED that the appropriation of the transfer of an amount equal to actual revenues received as a result of the three percent (3%) increase in the Transient Occupancy Tax rate to the Tourism Fund be, and is hereby, adjusted in the General Fund to effect the funding for tourism and travel related activities.

BE IT STILL FURTHER RESOLVED that the \$60,564,818 appropriated above from the General Fund for Education and Educational Services, includes \$50,034,444 for the local contribution to the School Division for support of the School operating budget and, of this amount \$48,913,079 is appropriated as a non-categorical appropria-

tion to be allocated among the various school operating categories as the School Board deems necessary and \$1,121,365 is appropriated to the Operation and Maintenance Category for continuation of the School Grounds Maintenance Agreement, dated July 20, 2010, as adopted by the York County Board of Supervisors and the York County School Board.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$3,021,200 for fiscal year 2014 be, and is hereby, made in the Tourism Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Tourism Fund be, and is hereby, increased if and when additional revenues from the transient occupancy taxes become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$5,920,871 for fiscal year 2014 be, and is hereby, made in the Social Services Fund for the operation of the York/Poquoson Department of Social Services.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Social Services Fund be, and is hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$8,000 for fiscal year 2014 be, and is hereby, made in the Law Library Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,354,919 for fiscal year 2014 be, and is hereby, made in the Children and Family Services Fund for the operation of the Head Start and the United States Department of Agriculture (USDA) Programs.

BE IT STILL FURTHER RESOLVED that the annual appropriations of the Head Start and USDA Programs be, and are hereby, increased if and when additional federal and/or state funds or local contributions become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,181,300 for fiscal year 2014 be, and is hereby, made in the Community Development Authority Revenue Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Community Development Authority Revenue Fund be, and is hereby, increased if and when additional revenues from general property taxes, other local taxes, special assessments and interest income become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$2,859,564 for fiscal year 2014 be, and is hereby, made in the County Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$17,625,401 for fiscal year 2014 be, and is hereby, made in the School Debt Service Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$191,574 for fiscal year 2014 be, and is hereby, made in the Stormwater Management Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$4,194,700 for fiscal year 2014 be, and is hereby, made in the County Capital Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$254,800 for fiscal year 2014 be, and is hereby, made in the Workers' Compensation Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$4,960,686 for fiscal year 2014 be, and is hereby, made in the Vehicle Maintenance Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation in the sum of \$1,588,583 for fiscal year 2014 be, and is hereby, made in the Other Post-Employment Benefits Fund.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Other Post-Employment Benefits Fund is hereby, increased for changes in the annual cost based on the actuarial valuations. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the following appropriations for fiscal year 2014 be, and are hereby, made in the Enterprise Funds:

<u>Fund</u>	<u>Amount</u>
Solid Waste Management Fund	\$ 5,313,655
Water Utility Fund	\$ 2,482,965
Sewer Utility Fund	\$ 9,944,038
Yorktown Operations Fund	\$ 95,818
Regional Radio Project Fund	\$ 2,596,963

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Yorktown Operations Fund be, and is hereby, increased if and when additional revenues from docking fees become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the annual appropriation of the Regional Radio Project Fund be, and is hereby, increased if and when additional revenues from air time usage, reimbursements for maintenance and other sources become available. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the County Treasurer, upon receipt of a written order from the County Administrator, is authorized to advance monies between the several County funds under her custody provided, however, that the total advanced to any particular fund, plus the amount of monies disbursed from that fund, does not exceed the annual appropriation of said fund.

BE IT STILL FURTHER RESOLVED that, the County Administrator shall be, and is hereby, authorized to do all things necessary to apply for federal and state library aid and in addition, the annual appropriation for library operations be, and is hereby, increased for all funds received under this program in accordance with the recommendations of the York County Library Board.

BE IT STILL FURTHER RESOLVED that, upon receiving notice of grant or program opportunities offered by various federal, state, local and other outside organizations, the County Administrator or his designee be, and is hereby designated as the agent to execute the necessary grant or program application and other documentation, unless the terms of the grant or program require specific actions by the Board, to give such assurances as may be required by the agreement subject to approval as to form by the County Attorney and to provide such additional information as may be required by the awarding organization. In addition, the funding awarded, not to exceed \$50,000, shall be, and is hereby, appropriated to the applicable functional area.

BE IT STILL FURTHER RESOLVED that interest earned on grant and program awards received from federal, state, local and other outside organizations be, and is hereby, appropriated to the appropriate functional area to be expended in accordance with guidelines as established by the organizations.

BE IT STILL FURTHER RESOLVED that additional funds received for various County programs, including contributions and donations, be, and are hereby, appropriated for the purposes established by each program.

BE IT STILL FURTHER RESOLVED that funds received for the off-duty employment by deputy sheriffs program be, and hereby are, appropriated in the General Fund to cover the costs of the program.

BE IT STILL FURTHER RESOLVED that additional funds received for the Medic Transport Fee Recovery be, and hereby are, appropriated in the General Fund to cover the costs of the program.

BE IT STILL FURTHER RESOLVED that funds received from the Federal Emergency Management Agency (FEMA) for reimbursements for expenses incurred as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER RESOLVED that funds received through insurance claims for damages incurred to County property as a result of unusual or infrequent events not to exceed \$50,000 per incident be, and are hereby, appropriated under this program to the appropriate functional area.

BE IT STILL FURTHER RESOLVED that upon receipt of written notification from the State Compensation Board of additional funds for the Constitutional Officers (Commonwealth's Attorney, Sheriff, Clerk of Court, Treasurer, and Commissioner of the Revenue) be, and are hereby, appropriated in the General Fund to be expended in accordance with guidelines as established by the state government.

BE IT STILL FURTHER RESOLVED that the annual contributions that are in excess of \$50,000, which are hereby appropriated, shall be disbursed on a semi-annual basis with the amount disbursed not to exceed one-half of the total appropriation, unless otherwise agreed upon. Contributions to the York County School Division and the York/Poquoson Department of Social Services are exempt from this limitation. In addition, the County Administrator may require written reports on how the previous allocation(s) was/were spent before any future disbursements are made.

BE IT STILL FURTHER RESOLVED that the monies be, and are hereby, appropriated for fiscal year 2014 in the various funds for the purpose of liquidating encumbered purchase transactions and for continuing capital and special projects as of June 30, 2013, not to exceed the applicable fund balance/net assets as recorded in the County's audited accounting records. The County Administrator shall advise the Board of Supervisors in writing of all such actions.

BE IT STILL FURTHER RESOLVED that the County Administrator be, and is hereby, authorized to transfer funds within appropriation functions. These transfers may be made to allow the disbursement of funds for unanticipated costs incurred in daily County operations and any such transfer may not result in a change in the total appropriated for personnel or non-personnel costs within the function.

BE IT STILL FURTHER RESOLVED that the County Administrator, Controller and Chief of Budget and Financial Reporting be, and are hereby, the authorized signers for the Financial and Management Services petty cash account available to allow for emergency purchases necessary in daily County operations.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

BOARD OF SUPERVISORS
COUNTY OF YORK
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 2nd day of May, 2013:

<u>Present</u>	<u>Vote</u>
Walter C. Zaremba, Chairman	Yea
Donald E. Wiggins, Vice Chairman	Yea
Sheila S. Noll	Yea
George S. Hrichak	Yea
Thomas G. Shepperd, Jr.	Yea

On motion of Mr. Wiggins, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO ADOPT THE FISCAL YEAR 2014-2023 CAPITAL
IMPROVEMENTS PROGRAM AS A LONG-RANGE PLANNING
DOCUMENT

WHEREAS, in consideration of materials received from the departments and agencies of the County and direction from the Board of Supervisors, the County Administrator has developed a Proposed Fiscal Year 2014-2023 Capital Improvements Program; and

WHEREAS, the Capital Improvements Program serves as a long-range planning document subject each year to review and approval of funding by the Board of Supervisors; and

WHEREAS, such review has been completed for the fiscal year 2014-2023 Capital Improvements Program;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 2nd day of May, 2013, that the County Administrator's proposed Fiscal Year 2014-2023 Capital Improvements Program be, and is hereby, adopted.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

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BOARD OF SUPERVISORS
 COUNTY OF YORK
 YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 2nd day of May, 2013:

<u>Present</u>	<u>Vote</u>
Walter C. Zaremba, Chairman	Yea
Donald E. Wiggins, Vice Chairman	Yea
Sheila S. Noll	Yea
George S. Hrichak	Yea
Thomas G. Shepperd, Jr.	Yea

On motion of Mrs. Noll, which carried 5:0, the following resolution was adopted:

A RESOLUTION TO DESIGNATE A PORTION OF THE REAL PROPERTY TAX FOR SCHOOL PURPOSES

WHEREAS, Public Law 874 enacted by the 81st Congress, and codified in 20 U.S.C. Sections 236 to 241-1 and 242 to 244 (hereinafter “the Act”), provides for federal financial assistance to local educational agencies in areas affected by federal activities; and

WHEREAS, approximately thirty-eight percent (38%) of the land area of York County is controlled by the federal government, which entitles the York County School Division to financial assistance under Section 2 of the Act, as administered pursuant to U. S. Department of Education regulations governing distribution of financial aid authorized by the Act, 34 CFR Part 222, Subpart J; and

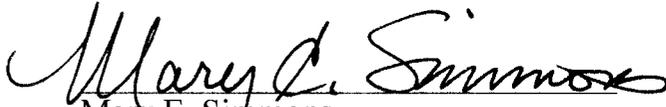
WHEREAS, the York County School Division is a fiscally dependent local educational agency under these U. S. Department of Education regulations; and

WHEREAS, 34 CFR Section 222.3, Definitions, provides that for a fiscally dependent local educational agency, the local real property tax rate for school purposes can be defined as “that portion of a local real property tax rate designated by the general government for school purposes”; and

WHEREAS, the York County Board of Supervisors finds it to be in the best interest of the citizens of York County to designate a portion of the local real property tax rate for school purposes in conformance with 34 CFR Section 222.3;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this 2nd day of May, 2013, that, for Fiscal Year 2014, a portion of the York County, Virginia, local real property tax rate equal to fifty seven and four tenths cents (\$0.574) per \$100 of valuation be, and is hereby, designated for school purposes as provided in 34 CFR Section 222.3.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

BOARD OF SUPERVISORS
 COUNTY OF YORK
 YORKTOWN, VIRGINIA

Ordinance

At a regular meeting of the York County Board of Supervisors held in York Hall, Yorktown, Virginia, on the 2nd day of May, 2013:

<u>Present</u>	<u>Vote</u>
Walter C. Zaremba, Chairman	Yea
Donald E. Wiggins, Vice Chairman	Yea
Sheila S. Noll	Yea
George S. Hrichak	Yea
Thomas G. Shepperd, Jr.	Yea

On motion of Mr. Hrichak, which carried 5:0, the following ordinance was adopted:

AN ORDINANCE PURSUANT TO SEC. 58.1-3001 OF THE CODE OF VIRGINIA TO IMPOSE TAX LEVIES UPON TANGIBLE PERSONAL PROPERTY, UPON MACHINERY AND TOOLS, UPON MANUFACTURED HOMES, AND UPON REAL ESTATE FOR THE CALENDAR YEAR 2013, AND TO PRORATE TAXES ON MANUFACTURED HOMES AS AUTHORIZED BY SEC. 58.1- 3521 OF THE CODE OF VIRGINIA

WHEREAS, it is necessary for the Board of Supervisors to establish real estate and personal property tax levies for the County of York for calendar year 2013 beginning January 1, 2013, and ending December 31, 2013; and

WHEREAS, the Board has duly advertised and held a public hearing on the subject tax levies;

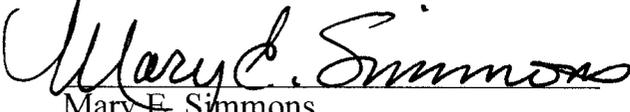
NOW, THEREFORE, BE IT ORDAINED by the York County Board of Supervisors this the 2nd day of May, 2013, that the following County tax levies be, and they hereby are, imposed for the calendar year 2013:

<u>Class of Property</u>	<u>Rate Per \$100 of Assessed Valuation</u>
1. Real Estate	0.7515

2.	Tangible Personal Property	4.00
3.	Tangible Personal Property— for one vehicle owned by a disabled veteran	1.00
4.	Machinery and Tools	4.00
5.	Vehicles without motive power, used or designed to be used as manufactured homes as defined in Section 36-85.3 of the Code of Virginia	0.7515
6.	Boats or watercraft weighing five tons or more	1.00

BE IT FURTHER ORDAINED as authorized by Code of Virginia sec. 58.1-3521 that if a manufactured home as defined in Code of Virginia §36-85.3 is delivered or moved to York County after January one of any year and used as a place of full-time residence by any person, the Commissioner of the Revenue shall assess and quarterly prorate any property taxes which would have been collectible had such manufactured home been situated within York County on January one of that year.

A Copy Teste:


Mary E. Simmons
Deputy Clerk

County Administration

County Administrator

James O. McReynolds



Administrative/Legislative Services
Economic Development
Real Estate Assessment
Public Information
Planning

May 2, 2013

The Honorable Chairman and Members
York County Board of Supervisors
224 Ballard Street
Yorktown, Virginia 23690-0532

Dear Members of the Board:

Subject: County Administrator's Budget Message - FY2014

The County Administrator's Fiscal Year 2014 Adopted Budget represents the culmination of nearly seven months of staff effort. The budget call was issued on October 1, 2012, and requests were due on November 9, 2012. Since that time, staff and I have worked with the requesting departments and agencies to develop a budget that emphasizes the priorities of the Board of Supervisors.

The Adopted Budget includes the following:

- . A real estate tax rate increase of 1.0 cent to \$0.7515 per \$100 of assessed value.
- . An increase of \$1.2 million or 2.4% in local funding for the School Operating Budget and level funding for School Debt Service, which fully funds the School Division's Capital Improvements Program.
- . A compensation package that adjusts for health insurance increases and a market adjustment of 2.0%.

Furthermore, the Adopted Budget:

- . is balanced as required by law,
- . achieves all budget guidelines set forth by the Board,
- . includes a General Fund budget that is 2.3% higher than fiscal year 2013 adopted budget,
- . delays General Fund capital projects for another year, with critical maintenance projects funded from the County Capital Fund.

The Budget Process in York County

In York County, the budget serves three purposes. First, as a policy document, the budget represents the implementation of the Board's policy setting in the form of specific funding decisions. Second, the

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Fax: (757) 890-4000 • TDD (757) 890-3300 • Email: ctyadm@yorkcounty.gov
A Hampton Roads Community

Board has the sole authority to set tax rates and authorize spending. This authority is exercised through approval of the annual operating budget.

Finally, the budget is a financial planning tool through which the County ensures that the available sources of funds will be sufficient to meet the anticipated and unanticipated cost of providing services to County citizens over the coming year.

York County adopts an annual operating budget for the fiscal period beginning July 1 and ending June 30. Fixed budgets are presented for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Other Funds, Internal Service Funds and Enterprise Funds.

The Capital Improvements Program (CIP) is a ten-year plan, of which the first year represents the Capital Improvements Budget. The County has several major new buildings and large renovation projects in its long-range strategic plan. Due to funding constraints, the Fiscal Year 2014 Adopted Budget delays capital projects paid by the General Fund until a future period. Capital maintenance projects that have been deemed critical are programmed in the County Capital Fund.

In compliance with the Code of Virginia, York County's policy for the General Fund is to propose and adopt a balanced budget, whereby revenues equal expenditures. The County's revenue stream consists of local, state, federal and other financing sources. The majority of the County's revenue is derived from general property taxes. The County's expenditure budget is divided into functional areas.

TOTAL COUNTY BUDGET - \$170,636,398

The total County Adopted Budget for all funds for fiscal year 2014 is \$170.7 million. The total budget is the summation all County budgeted funds, net of interfund transfers of \$23.0 million, including the General Fund budget of \$130.1 million, and the various public utilities, accounted for as Enterprise Funds, with total expenses of \$20.4 million or 11.9%, and all other funds totaling a combined \$43.2 million. The total County Adopted Budget is \$12.2 million or 7.7% higher than the current year. This increase is primarily driven by a \$9.5 million planned borrowing for school capital projects. The largest single component of the total County budget is funding for Education and Educational Services. Funds for this purpose equal \$60.6 million or 35.5% of the total budget. The total budget, exclusive of the support for Education and Educational Services (46.6% of the General Fund), amounts to \$110.1 million. After Education and Educational Services, the second highest General Fund function is Public Safety. This function comprises \$30.5 million or 17.9% of the total County Budget.

These three programs, Public Utilities, Education and Educational Services and Public Safety, totaling \$111.5 million comprise 65.3% of the total County budget. A brief description of each fund type follows.

GENERAL FUND BUDGET - \$130,103,905

General Fund Revenues

General Fund revenues are derived from a variety of sources. Of the \$130.1 million in revenue estimated for fiscal year 2014, \$116.4 million or 89.5% is from local and other sources. The primary sources of local revenue are General Property Taxes (62.2%) and Other Local Taxes (21.8%), which combined are \$109.3 million, or 84.0%. General Property Taxes reflects a \$2.1 million increase, due to an increase in the real estate rate.

Additional local revenue categories include Permits, Fees and Regulatory Licenses; Fines and Forfeitures; Use of Money and Property; Charges for Services; Fiscal Agent Fees and Administration; Miscellaneous; and Recovered Costs. These sources account for 4.1% of General Fund revenues, or \$5.4 million. Other sources total \$1.7 million or 1.4% and includes payments from the School Division for grounds maintenance, video services, radio maintenance and law enforcement at the high schools. Also in other sources is a transfer from the Marquis Community Development Authority Special Revenue Account for services provided to the facilities in the project area.

The remaining \$13.7 million or 10.5% is from various state and federal government supported programs.

General Fund Expenditures

The total Adopted General Fund expenditure budget is \$130.1 million, which is \$2.9 million or 2.3% more than the current year budget. The Adopted Budget for fiscal year 2014 includes focuses on maintaining County services. Total personnel increased by \$1.2 million. This is attributable to a 10% rate increase in health insurance and a 2% market adjustment. Non-personnel increases total \$1.7 million and the major component is an increase in funding for school operations of \$1.2 million.

The net changes in County functions are as follows:

Public Safety	\$ 0.8 million
General Administration	0.1 million
Finance & Planning	0.2 million
Education & Educational Services	1.2 million
General Services	0.3 million
Community Services	(0.1) million
Judicial Services, Environmental & Development Services and Human Services	0.1 million
Capital Outlay & Fund Transfers	0.2 million
Non-Departmental	<u>0.1 million</u>
Total	<u>\$ 2.9 million</u>

Areas of special input are:

Education and Educational Services

The budget includes an increase in funding of the local contribution to the School Operating Fund, representing 38.5% of the General Fund budget. It also includes level funding in the School Debt Service Fund to cover the cost of debt obligations for school renovation and construction, representing 6.0% of the General Fund Budget. The County is fully funding the School Division's Capital Improvement Program requests for fiscal year 2014. In addition, I recommend that the Board continue the practice of making supplemental appropriations for technology improvements of any funds remaining at the end of fiscal year 2013 in the School Operating Fund. Also, if the School Division should receive more Impact Aid than is budgeted for fiscal year 2014, the two Boards may again wish to discuss alternative uses for some of these funds. The budgets for other Educational Services, including Library Services and Cooperative Extension, represent 2.1% of the General Fund Budget.

Personnel

This budget includes the elimination of funding for 2.05 additional full-time equivalent (FTE) positions, bringing the total FTEs eliminated since 2009 to 24.90 in the General Fund. In addition, to achieve further savings, the County will remain under a 90 day hiring freeze, and even then only essential positions will be filled.

The compensation recommendations in this budget include a 2.0% market adjustment. Other personnel changes include funding to support a rate increase in health insurance and the payments of re-search and reinsurance fees, as mandated under the Patient Protection & Affordable Care Act.

ENTERPRISE FUNDS EXPENSE BUDGETS - \$20,433,439

The various funds included in this total are the Solid Waste Management Fund (\$5.3 million), the Water Utility Fund (\$2.5 million), the Sewer Utility Fund (\$9.9 million), the Yorktown Operations Fund (\$0.1 million) and the Regional Radio Project Fund (\$2.6 million). Revenue in these funds is primarily generated through user fees and connection charges.

The Solid Waste Management Fund provides funding for the replacement of a knuckle boom truck (included in the ten-year CIP). Water and Sewer Utility Funds account for the water and sewer operations and capital projects. The Water Utility Fund continues to support the Newport News/Lightfoot extension project (included in the ten-year CIP). The Sewer Utility Fund continues to support the Moore's Creek project and sewer line and pump station rehabilitation (also included in the ten-year CIP).

OTHER COUNTY FUNDS EXPENSE BUDGETS - \$43,161,598

Other fund types maintained by the County include Special Revenue Funds (\$11.5 million), Debt Service Funds (\$20.5 million), Capital Project Funds (\$4.4 million), Internal Service Funds (\$6.5 million) and one other fund (\$0.3 million). These are special-purpose fund types that account for various activities throughout the County.

The expenditure budgets for these combined funds reflect an increase of \$5.1 million or 13.5% from the current year. The Community Development Authority Revenue Account Fund budget is based on the revised Memorandum of Understanding and the restructured outstanding debt. The County Debt Service Fund reflects the payments required on outstanding debt and there are no new borrowings planned for County projects. The School Debt Service Fund includes a debt issuance of \$9.5 million to fund the School Division's fiscal year 2013 and 2014 projects. The County Capital Fund includes funding for critical maintenance projects, for the design of and purchase of land for the relocation of the Grafton fire station, and for the replacement of three medic units. The Vehicle Maintenance Fund includes an increase for fuel costs.

INTERFUND TRANSFERS - (\$23,062,544)

As a part of doing business, funds are transferred from one County fund to another. This usually occurs when the funds are collected in one fund and are allocated in another fund, such as the lodging tax, meals tax, or debt service payments. Interfund transfers have been netted from the total budget to eliminate duplication of transactions.

The impact of interfund transfers is as follows:

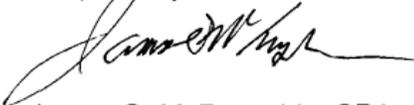
General Fund	\$ (21.4) million
Special Revenue Funds	(0.9) million
Capital Project Funds	(0.2) million
Internal Service & Enterprise Funds	<u>(0.5) million</u>
Net Interfund Transfers	<u>\$ (23.0) million</u>

COMMENTS

York County has a long tradition of fiscal conservatism that has served it well. As is indicated by its excellent bond rating and highly sought after credit, the County is in a solid financial position and has the resources necessary for sound fiscal management. These practices have provided the foundation that will enable the County to weather the current financial situation. Staff in the Department of Financial & Management Services and I continue to monitor economic conditions, trends and in particular revenue collections. I will continue to make the necessary adjustments to the current financial plan as required to finish the current fiscal year within the appropriated budget. I believe that the Adopted Budget outlined above represents a conservative fiscal plan that will allow the County to maintain the current level of service.

The requirements of the Code of Virginia regarding the development, preparation, and presentation of the budget to the Board of Supervisors by the County Administrator have been met. Staff has worked diligently to keep costs to a minimum while still meeting the expectations of county citizens. I would like to thank all County agencies and departments for their efforts. A special thank you goes to Sharon Day, Controller, along with Budget & Financial Reporting division staff members Jody Bauer, Carolyn Cuthrell, Samantha Smiley, Debbie Goodwin and Renate Newman for a superb effort in putting this document together.

Respectfully submitted,



James O. McReynolds, CPA
County Administrator

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Budget Overview

History

York County, Virginia, which was originally named Charles River County, was one of Virginia's eight original "shires" formed in 1634. It was renamed nine years later in 1643 when the river that determines the County's character was also given the name of the then Duke of York. York County has played a major role in the development of this nation. Most importantly, it was the location of the culminating battle of the Revolutionary War and the subsequent surrender of Lord Cornwallis and his British army on October 19, 1781.

Form of Government

The County of York, Virginia (the County) is organized under the traditional form of government (as defined under Virginia Law). The governing body of the County is the Board of Supervisors that establishes policies for the administration of the County. The Board of Supervisors comprises five members: one member from each of five districts, elected for a four-year term by the voters of the district in which the member resides. The Board of Supervisors appoints a County Administrator to act as the administrative head of the County.

Location

York County consists of approximately 108 square miles, with federal landholdings constituting nearly 40% of the land. The County is located in the Virginia Coastal Plain on a peninsula formed by the James and York Rivers and the Chesapeake Bay. The Peninsula includes James City County and the cities of Hampton, Newport News, Poquoson and Williamsburg, all of which adjoin York County. The County and the Peninsula are part of the greater Hampton Roads region. The boundaries of Hampton Roads correspond fairly closely with the boundaries of the Virginia Beach-Norfolk-Newport News VA NC Metropolitan Statistical Area (MSA), as defined by the U.S. Census Bureau.



Population

York County is home to approximately 66,200 people and ranks 18th in population among the state's 95 counties and 29th among the 134 cities and counties. In land area, however, the County is the 3rd smallest county in Virginia, making it the 6th most densely populated county. The County's population has grown steadily for decades, and for the first decade of the 21st century, the average annual increase was 1.5%. The majority of the growth, approximately 64% between 2000 and 2010, is due to net migration, which is the difference between the number of people moving into a community and the number of people moving out.

Age

The 2010 median age in the County was 39.4 years, almost 3 years older than in 2000. The population is getting older, on average, as it is all over the country, because of the aging of the post-war baby boom generation born between 1946 and 1964. The baby boom was followed by a “baby bust” period that brought lower fertility rates, causing a “bulge” in the age distribution of the population. Meanwhile, medical advances have increased the average life expectancy. The cumulative effect of these trends has been a significant rise in the median age both in York County and nationally.

Race

The racial composition of the County’s population has been fairly stable, with whites representing 76% of the population in 2010. Although the number of black residents increased 16% between 2000 and 2010, the black proportion of the non-white population fell from 67% to 57% while the Asian population grew from 16% to 21% of the minority population.

Households

Almost 2/3 of the County’s estimated 24,400 households are married-couple families, despite an increase in other types of living arrangements such as single-parent families, unrelated people living together, and people living alone. This prevalence of married-couple families in York County is reflected in its relatively large average household size, which, at 2.7 persons per household, was the highest on the Peninsula in 2010 and higher than averages for both the state (2.54) and the Virginia Beach-Norfolk-Newport News metropolitan area (2.55). This is partly attributable to the County’s large proportion of on-base military households.

Labor Force and Unemployment

The civilian labor force is well educated. York County leads its Peninsula neighbors with 94% of its adult population (25 and older) holding at least a high school diploma. Of those high school graduates, 46% hold at least a bachelor’s degree and 22% hold a graduate or professional degree.

York County has one of the lowest unemployment rates in the metropolitan area, and it consistently trails the regional, statewide, and national rates. Following two consecutive years of an increase as a result of the national economic downturn, the County’s average monthly unemployment rate leveled off at 5.1% in 2012.

Income

York County is one of the most affluent localities in Hampton Roads, with a median household income of \$79,120, according to the U.S. Census Bureau. York County has the lowest poverty rate on the Peninsula with an estimated 4.3% of the population living below the poverty line in 2010, according to the Census Bureau.

Quality of Life

In 2004, York County ranked in the top 2% of best counties in a nation-wide quality of life study conducted by American City Business Journals, Inc. The County ranked 37th among the nation’s 3,141 counties and independent cities. The study used 20 categories for the quality of life rating, including median household income, racial diversity, unemployment, commute times for residents and high school graduation rates.

Economic Development

In fiscal year 2012, the County experienced steady commercial growth and several important projects stabilized. Commercial building permit value increased from approximately \$8 million in fiscal year 2011 to \$13.5 million in fiscal year 2012. The new owner of the Marquis, Todd Interests, successfully restructured the project's Community Development Authority bonds and executed new leases with the four existing tenants. Additionally, Todd Interests sold the property housing Dick's Sporting Goods and Kohl's to Cole Investments, a nationally known Real Estate Investment Trust. Plains All American Pipeline L.P., the new owner of the former Western Refinery, began work on a multimillion dollar renovation and expansion of the facility's infrastructure. The former refinery will become a major petroleum logistics hub with greatly expanded rail capacity. The Yorktown Naval Weapons Station began welcoming the phased influx of a planned 800+ marines, sailors and civilians, to be relocated to the Station due to the consolidation of the multi-unit Marine Corps Security Force Regiment.

The County's hospitality industry was buoyed by several positive announcements and investments. The Jamestown-Yorktown Foundation began work on the American Revolution Museum at Yorktown that will replace the Yorktown Victory Center. The new museum will be 80,000 square feet with state-of-the-art galleries and interactive exhibits. Water Country USA had a record summer, capitalizing on their new Vanish Point vertical drop slide. King's Creek Plantation resort secured funding for a \$10 million expansion of its five-star-rated Estates time share section. In the lower county, the 90-room Courtyard by Marriott Kiln Creek reopened following a \$1.5 million renovation, which included new guest rooms and a total new lobby concept focused on business travelers. Great Wolf Lodge's acquisition by Apollo Global Management prompted renewed investment in the facility, including re-theming of the hotel's Main Street area and remodeling MagiQuest and the Northern Lights Arcade attractions.

Despite the year's continued economic challenges, 482 new businesses launched in York County during fiscal year 2012. Casey Toyota announced plans to construct a new 38,000 Toyota dealership in Lightfoot. The new dealership represents a planned \$8 million investment in the building and equipment and will employ 100 people by the summer of 2013. Redevelopment efforts produced two new restaurants, Sweet Frog and Shorty's Diner. Sparked by a grant from the Economic Development Authority (EDA), Sweet Frog renovated a retail building at Heritage Square. Shorty's Diner emerged from a refurbished former Pizza Hut, helping to improve the appearance and vitality of the James-York Plaza shopping center. Nelson's Grant, one of the County's three approved mixed use developments, broke ground in August 2011. Nelson's Grant will ultimately have 14,000 square feet of commercial space. New commercial construction was highlighted by the Williamsburg Hellenic Center, an 11,700 square-foot full-service ballroom and conference center. The Coast Guard Training Center Yorktown broke ground for the construction of a new training facility expected to cost more than \$11 million.

Major transportation improvements concluded and started in fiscal year 2012. The four-plus-mile-long widening of Ft. Eustis Blvd. was completed, improving access and interest in the County's Old York-Hampton Light Industrial Corridor. Phase one of the utility under-grounding work for the nearly three-mile-long Route 17 widening got underway. The estimated \$65 million project will widen the road between Hampton Highway and Wolf Trap Road to six lanes and will have a major positive impact on this key commercial corridor.

Recognizing that successful economic development is directly tied to access to knowledge, and that regional efforts can be more cost effective, the Office of Economic Development (OED) and EDA worked to strengthen ties with the College of William and Mary and the EDA's of James City County and the City of Williamsburg.

York's EDA executed a Memorandum of Understanding with the EDA's of these two localities to join in the Historic Triangle Business Incubator, managed by the College of William and Mary. The incubator provides entrepreneurs and fledgling businesses with educational programs, counseling, office space, and most importantly, access to resources at the College. This effort is part of an overall program shift to foster more organic business growth in York County.

Statistical Information

Top Employers

<u>Employer</u>	<u>Industry</u>	<u>No. of Employees</u>
Naval Weapons Station/Cheatham Annex	Government	3,026
York County School Division	Government	1,745
U.S Coast Guard Station	Government	1,437
Wal-Mart	Retail	934
York County Government	Government	733
Sentara Williamsburg Regional Medical Center	Hospital	722
Water Country	Water Park	676
Great Wolf Lodge	Hotel & Water Park	624
YMCA	Recreation	298
Windham Vacation Ownership	Timeshare	267

Includes full-time and part-time positions

Source: York County, Comprehensive Annual Financial Report - June 30, 2012

Population, Per Capita Income and Unemployment Rates

<u>Fiscal Year</u>	<u>Population</u>	<u>Per Capita Income</u>	<u>Unemployment Rate</u>
2012	67,000	\$ 45,640	5.1%
2011	66,600	45,560	5.7%
2010	65,500	45,334	5.6%
2009	64,900	47,380	5.5%
2008	64,600	47,553	3.5%

Source: York County, Comprehensive Annual Financial Report - June 30, 2012

Top Taxpayers

<u>Taxpayer</u>	<u>2011 Assessed Valuation</u>	<u>% of Total Assessment</u>
Virginia Power Company	\$ 319,517,999	3.20%
Lawyers Title/Fairfield Resorts	187,614,355	1.88%
Western Refining Yorktown Inc.	185,394,865	1.86%
Great Wolf Lodge of Wmbg, LLC	84,499,370	0.85%
City of Newport News	76,578,900	0.77%
Kings Creek Plantation	73,328,605	0.74%
Busch Entertainment	49,390,485	0.50%
Wal-Mart	38,277,300	0.38%
Premier Properties	35,324,200	0.35%
U.S. Smokeless Tobacco Products	<u>18,315,255</u>	<u>0.18%</u>
	<u>\$ 1,068,241,334</u>	<u>10.71%</u>

Source: York County, Comprehensive Annual Financial Report - June 30, 2012

School Division

The mission of the York County School Division is to ensure the success of all students through a rigorous and innovative instructional program of public education that expects the highest levels of excellence from staff and students. All students will become lifelong learners prepared to compete in a global economy.

The York County School Board is responsible for elementary and secondary education within the County. There are five school board members, one from each electoral district. The School Division's instruction program encompasses kindergarten through 12th grade. There are nineteen schools in the Division: 4 high schools, 4 middle schools, 10 elementary schools and 1 charter school.

Student performance and meeting the state's Standards of Learning (SOLs) remains the pinnacle of achievement for the York County School Division. Based on the spring SOL test results, the school division continues to be a leader in student performance across the state with 100% of our schools meeting the SOL requirements for full accreditation. Students consistently exceed the state average on the SOL test and the Scholastic Achievement Tests (SAT).

Education Statistical Data

School Year	School Facilities	Enrollment	Operating Expenditures	Cost per Student
2012	19	12,410	\$ 116,949,215	\$ 9,424
2011	19	12,477	115,938,380	9,292
2010	19	12,533	122,023,356	9,736
2009	19	12,732	121,036,171	9,506
2008	19	12,745	114,658,213	8,996

Source: York County School Division, Comprehensive Annual Financial Report - June 30, 2012

Due to State law, the York County School Division is fiscally dependent upon the County. State law prohibits the School Division from entering into debt that extends beyond the current fiscal year without the approval of the local governing body. The governing body in York County is the Board of Supervisors. The Board of Supervisors approves the annual school budget, levies taxes to finance a substantial portion of the School Division's operations and approves the borrowing of funds and the issuance of debt used for school capital projects.

State revenue is based on the General Assembly's budget and includes basic aid, state sales tax, lottery funds, gifted education, remedial programs, special education, vocational education and employer share benefits. Basic aid is calculated by the state according to the locality's Composite Index, projected adjusted average daily membership and an established per pupil cost. The sales tax is imposed on retailers, collected on a statewide basis and distributed to local education agencies monthly based on school age population.

Federal revenue includes Title I-A, Title II-A, Title III-A, Title VI-B, Department of Defense Education Activity and Impact Aid. Local support reflects the County's contribution for the operation of the school system. Other revenues include interest, rental and lease income, use of vehicles and buses, sale of buses, debt service reimbursement, pupil fees, tuition for students residing outside the district and summer school, athletic user fees and insurance recoveries.

The School Division issues its own separate annual operating and capital budget documents. Details can be accessed via the internet at <http://yorkcountyschools.org>.

Goals and Objectives

The quality of life in a community cannot be measured by statistics. It can only be expressed in terms of the collective experiences enjoyed by the residents. It includes such things as a comfortable climate, recreational and entertainment opportunities, educational and cultural life, and an aesthetically pleasing living environment.

York County is best defined by its quality of life. Mild temperatures, a low crime rate, hundreds of miles of coastline, and abundant flora and fauna contribute to the County's reputation as a desirable place to live.

To preserve and enhance this high quality of life is the overriding purpose of the York County *Comprehensive Plan*, which is a long-range plan to the physical development of the County. The *Comprehensive Plan* is necessary to ensure the efficient use of land in recognition of environmental constraints and the capacity of the public infrastructure. It seeks to provide an appropriate mix of residential, commercial and industrial development; to guide such development to appropriate areas of the County based on the carrying capacity of the land, the existing development character, and the presence of infrastructure and public facilities; to preserve the County's natural and historic resources and aesthetic quality and to prevent the overburdening of the County's roads, utilities, facilities and services.

The *Comprehensive Plan* is updated every five years, with the last update in December 2005. The plan is currently being updated. The plan is divided into chapters or elements dealing with various aspects of the County's physical development. The matrix below outlines which departments are responsible for the implementation of the goals. Within the budget document, the divisions responsible for fulfilling these goals provide a narrative outlining their respective objectives and implementation strategies. The narrative that follows this matrix is an excerpt from the *Comprehensive Plan*.

Department	Community Facilities	Economic Development	Environment	Historic Resources	Housing	Transportation	Land Use
General Admin	x	x	x	x	x	x	x
Judicial Admin	x						
Public Safety	x						
Environmental & Development Svcs	x		x	x			
Finance & Planning	x	x	x	x	x	x	x
Education Educational Svcs	x						
Human Services	x				x		
General Services	x						x
Community Svcs	x				x		
Capital Outlay	x	x				x	x

Source: Charting the Course to 2025 - The York County Comprehensive Plan

Community Facilities

Goal: York County should be a community where the citizens feel safe from crime, receive prompt and effective emergency services when needed, and have convenient access to public facilities at appropriate locations to serve them economically and efficiently.

Objectives:

- . Coordinate the location and timing of public facilities in recognition of existing and anticipated needs and characteristics, including the age distribution and location of present and projected future populations.
- . Avoid wasteful duplication of effort in the construction and operation of public facilities.
- . Maintain historic Yorktown as the seat of County government.
- . Make optimum use of existing court and office space.
- . Provide greater opportunities for the training of County personnel, in particular specialized training for law enforcement and fire and rescue personnel.
- . Provide Sheriff's facilities to accommodate manpower levels sufficient to provide prompt and effective crime protection, prevention and law enforcement to all areas of the County.
- . Provide detention/correctional facilities of sufficient capacity to house securely and safely the County's future adult and juvenile inmate population.
- . Provide fire stations to accommodate manpower levels sufficient to provide prompt and effective fire and emergency medical response to all areas of the County.
- . Maintain a five-minute average fire and emergency response time to at least 90% of the County's land area.
- . Achieve higher levels of excellence in library service.
- . Provide convenient library service to all areas of the County.
- . Protect the natural environment and preserve open space.
- . Provide for a range of recreational facilities and activities adequate in number, type, size, and location to accommodate the needs of County residents.
- . Ensure that athletic fields and other recreational facilities are well maintained.
- . Increase public recreational, fishing and boating access to waterways.
- . Provide a learning environment that is conducive to the education of all present and future school-age children in the County.
- . Achieve and maintain the following overall student/classroom ratios and program capacity guidelines at each school: Kindergarten 20:1, 350-700 students; First-Second 22:1, 350-700 students; Third-Fifth 25:1, 350-700 students; Middle 25:1, 700-1000 students; High 25:1, 1200-1800 students.
- . Optimize use of school facilities and grounds.
- . Promote lifelong learning.

Economic Development

Goal: Build a healthy and diverse economic base that provides well-paying jobs and generates sufficient revenue to pay for the service needs of both businesses and the citizenry without degrading the County's natural resources or the overall quality of life.

Objectives:

- . Continue to expand York County's commercial and industrial tax base.
- . Enhance the long-term visual attractiveness of the County's major commercial corridors.
- . Expand job opportunities for York County residents.
- . Increase visitation to York County.
- . Promote York County as an attractive location for economic development.
- . Encourage mixed-use development in appropriate areas.
- . Encourage creativity in the design of economic development projects.

Environment

Goal: Establish and preserve a balance between York County's natural and built environment that contributes positively to the quality of life of current and future generations.

Objectives:

- . Preserve and protect environmentally sensitive areas and natural resources from the avoidable impacts of land use activities and development.
- . Enhance public awareness and understanding of the importance of environmental conservation and preservation.
- . Continue to implement special development regulations to protect natural resource areas, including low-lying areas, areas with steep slopes, tidal and nontidal wetlands, Chesapeake Bay Preservation Areas, and areas identified by the Virginia Department of Conservation and Recreation, Division of Natural Heritage in the Natural Areas Inventory of the Lower Peninsula of Virginia.
- . Reduce danger to persons, property, and the environment caused by stormwater runoff from developed areas.
- . Reduce or eliminate the loss of life and property damage from natural hazards.
- . Achieve and maintain regional attainment with the National Ambient Air Quality Standards.
- . Ensure that land development occurs in recognition of the ability of the land to support such development without environmental degradation.
- . Preserve open space for purposes of wildlife habitat and the preservation of ecologically sensitive areas.
- . Ensure the conservation and enhancement of adequate and safe future water supply areas.
- . Reduce the incidence of failing septic systems.
- . Ensure existing and proposed public and private access facilities (docks and piers) do not have a negative impact on water quality.
- . Protect coastal wetlands, marshes, rivers, inlets and other bodies of water from degradation associated with land development.
- . Protect shoreline property from erosion in a cost-effective manner that preserves and enhances shoreline resources, water quality, wetlands, riparian buffers and wildlife habitat.
- . Minimize the need for streambank and shoreline erosion controls.
- . Limit noise associated with nonresidential development and highway traffic.
- . Promote compatible land use and development in areas where aircraft noise exceeds acceptable levels as determined by the Department of Housing and Urban Development.
- . Achieve a 50% recycling rate.
- . Provide for the convenient, efficient, and safe removal and disposal of leaves and yard debris.
- . Expand markets for recycled and recyclable products.

Historic Resources

Goal: Identify, preserve, protect and enhance the County's existing and future historical resources.

Objectives:

- . Update inventories of known archaeological and architectural resources on a regular basis.
- . Continue efforts to coordinate the sharing of information (as through VDHR) as inventories are conducted on the large percentage of the County's riverfront property, especially rich in historic resources, owned by the federal government.
- . Increased attention should be given to the documentation, inventory and evaluation of African-American resources.
- . Initiate a regional survey and evaluation study of mill sites, particularly those that played an important role in the maintenance of the historic plantation system.
- . Explore funding options for preservation activities.
- . Consider establishment of historic or neighborhood protection districts in historically significant communities.
- . Maintain a local historic archives repository.

- . Promote public education and awareness of County historic resources for persons of all ages. Utilize these resources for the educational, civic, and economic benefit of the County and its citizens.
- . Participate in the Virginia Historic Landmarks and National Register of Historic Places programs.
- . As was done with architectural resources, complete a comprehensive archaeological resources inventory to identify archaeologically sensitive areas of the County.
- . Promote heritage tourism in the County.

Housing

Goal: Ensure that decent, safe, sanitary, and affordable housing is available to all County residents.

Objectives:

- . Promote the development of pleasant and attractive living environments.
- . Establish land use and development policies and regulations that provide opportunities for housing construction, rehabilitation, and maintenance of affordable housing that addresses the current and future needs of all income levels in the County and that considers the current and future needs within the Hampton Roads Planning District.
- . Provide for a range of housing types and densities corresponding to the needs of a diverse population.
- . Protect residential areas from encroachment by incompatible land uses that adversely affect the quality of life.
- . Increase opportunities for safe and convenient walking and bicycling in residential areas.
- . Encourage mixed-use development in appropriate areas.
- . Prevent neighborhood blight and housing dilapidation.

Transportation

Goal: Provide for the safe and efficient movement of people and goods within York County and throughout the Hampton Roads region.

Objectives:

- . Promote the development of a regional multi-modal transportation system.
- . Maintain adequate levels of service on County roadways (i.e., LOS C or better).
- . Increase funding for transportation improvements critical to the mobility of York County's citizens.
- . Promote development and land use strategies that enhance roadway safety and preserve the carrying capacity of the roadway network.
- . Reduce crash rates on York County roadways.
- . Utilize technology to enhance mobility and safety.
- . Promote the development of improved air transportation service convenient to York County residents.
- . Increase the number of bicycle lane miles in the County in accordance with the *Regional Bikeway Plan* for Williamsburg, James City County, and York County.
- . Provide a safe and convenient walking environment for pedestrians.
- . Provide for the particular mobility needs of the senior population when planning transportation programs and facilities.

Land Use

Goal: Provide for orderly and efficient land use patterns that protect, preserve, and enhance the natural and physical attributes of the County that define and contribute positively to its appearance and character.

Objectives:

- . Provide for residential growth that would allow the County population to reach a maximum of approximately 80,000 residents.
- . Establish and maintain a balanced diversity of land uses, with minimal conflicts among different uses, in recognition of the physical characteristics of the County and the capacity of the land and public services and infrastructure to host different types of uses.
- . Consider development patterns and plans established in adjoining jurisdictions when making local land use decisions and designations.
- . Preserve open space throughout the County such that these areas will become an integral part of the community.
- . Preserve and protect certain lands near the shoreline that have intrinsic value for the protection of water quality in the Chesapeake Bay and its tributaries.
- . Enhance the visual appeal of the County's major transportation corridors.
- . Encourage the adaptive reuse of existing blighted properties.
- . Encourage beautification of existing development to improve its visual quality and appeal.
- . Preserve, protect, and enhance cultural, environmental, and historic areas.
- . Protect unspoiled vistas and views of the water.
- . Minimize the visual obtrusiveness of telecommunications towers.
- . Pursue and/or continue regulatory, non-regulatory and incentive-based programs that help preserve and enhance the positive character-defining attributes of the County such as abundant open space, tree-lined road corridors, attractive "gateway" entrances, well-landscaped commercial areas, and pleasant residential settings.
- . Encourage the use of cluster development techniques and conservation easements to help preserve open space.
- . Maintain higher development performance standards at major "gateway" entrances and along major "gateway" corridors.

Budget Process

The County has a separate unit within the Department of Financial and Management Services, the Division of Budget and Financial Reporting (BFR), dedicated to the budget and financial reporting processes. Each fall, BFR prepares and distributes a Procedures Manual outlining the departments' responsibilities for the upcoming budget year. As outlined in that document, all budget requests must be prepared using the standard electronic files distributed by BFR and departments are responsible for adhering to the established due dates. In addition, a series of meetings are held with the departments.

Local revenue projections are closely tied to the real estate re-assessment cycle (every two years), historic trends, and the current economic climate. State revenue projections are based on information received from the Governor's Proposed Budget and revisions made by the General Assembly. Federal revenue estimates are based on information from the awarding agencies.

Expenditures are divided into functional categories and each department is assigned a Budget Analyst to analyze the requests and justifications and to make recommendations based on historic and current trends. A ten-year funding model is prepared to determine affordability of capital projects recommended in the Capital Improvements Program and to assist with the development of the Debt Service Funds and Capital Project Fund budgets. In addition, separate ten-year cash flow projections are prepared for the Sewer Utility, Water Utility and Stormwater Funds, to project user fees, meals tax and other revenue sources and to determine affordability of operating expenses and projects recommended in the Utility Strategic Plan.

In March, the County Administrator submits a balanced budget to the Board of Supervisors for the next fiscal year to begin July 1. After a series of work sessions with the Board of Supervisors and public hearings, the budget is amended as necessary and an appropriations resolution by functional level is prepared. The budget is required to be adopted by a majority vote of the Board of Supervisors in May for the next fiscal year. Tax rates are established prior to the beginning of the fiscal year. The budget may be amended by the Board of Supervisors through supplemental appropriations or transfers as necessary. The legal level of budgetary control rests at the fund level with the exception of the General Fund, which is appropriated at the functional level.

Performance Measurement

The budget process incorporates the Program Effectiveness Process (PEP). As called for in a Board of Supervisor's goal, PEP is a County program utilized to assist with the assessment process to ensure that services provided are operationally effective and efficient and that expenditures are essential. It provides the information necessary to evaluate service delivery options and to determine if programs are responsive to the needs and priorities articulated by the Board of Supervisors and citizens. A mission statement, goals, objectives and measures are developed for each budget activity and submitted with the budget request. In addition, departments are responsible for submitting quarterly updates to their PEP reports and annual key service indicators. Key service indicators are included in the departmental sections of the budget.

In addition, the following table shows a number of comparative performance measures. The information shown in the "Average Other Localities" column is taken from the Fiscal Year 2011 Comparative Performance Measurement Report, the latest available, produced by the International City/County Management Association. The results are grouped by population with seventy-nine jurisdictions participating in York County's category (25,000 - 100,000).

<u>Comparative Performance Measurement</u>	<u>York County</u>	<u>Average Other Localities</u>
Sworn Law Enforcement Full Time Employees per 1,000 Population	1.50	1.75
Civilian Law Enforcement Full Time Employees per 1,000 Population	0.33	0.46
Total Fire & Life Personnel & Operating Expenditures per Capita	\$ 161.05	\$ 161.75
Total Building Permits Issued per 1,000 Population	56.32	45.18
Total Inspections performed per 1,000 Population	264.13	141.30
Total Information Technology Operating & Maintenance Expenditures as a percentage of total operating expenditures	1.40%	1.66%
Operating & Maintenance Expenditures per registered borrower (Library)	\$ 27.36	\$ 47.47
Custodial Expenditures per Square Foot	\$ 0.89	\$ 1.13
Parks & Recreation Full Time Equivalents per 1,000 Population	0.20	0.44
Average Fleet Maintenance Expenditures per Vehicle	\$ 1,970	\$ 2,837
Residential refuse collected per account, in tons	1.16	0.98
Recycling material collected per capita, in pounds	150	132

Performance Management

To act on the Board of Supervisor's interest in establishing a formal performance management system and to devote more effort to mid-to-long range strategic planning, the County Administrator is in the early stages of implementing a major new program. The new program, "Managing Performance for a Lean Government", will be based on the "LEAN" process. "LEAN" grew out of the business sector and refers to a collection of principles and methods that identifies and eliminates process steps that do not add value. This new program will be an ongoing practice that involves a comprehensive review of County programs and procedures with the goal of continuously improving efficiency and the quality of County services. It will actively engage customers and all County employees. The process will eventually be tied into a series of reports that will be available on the website to enhance transparency to County citizens.

In order to establish the program and emphasize its importance, several of the County's operational functions have been reorganized and, while there are some shifts within the budget, it has been accomplished without increasing the budget. The specific changes resulting from the reorganization are:

- Elimination of the Director of Financial and Management Services position, Public Information Officer position and Information and Publications Coordinator position,
- Creating a Deputy County Administrator position that will have a lead role in implementing the new program and will also have overall responsibility for the functions that fall under the Department of Community Services, the Controller, Human Resources, Computer Support Services and Emergency Communications,
- Transferring the Human Resources Manager to the vacant Director of Community Services position with overall responsibility for the divisions of Children and Family Services, Video Services, Juvenile Services, Parks & Recreation, Tourism and Events, Housing and Special Programs,
- Creating a Controller position that will have overall responsibility for Fiscal Accounting Services, Budget and Financial Reporting, and Purchasing and transferring the current Chief of Budget and Financial Reporting to this position, and
- Creating a Public Information Coordinator position that will report to the Assistant County Administrator and transferring the current Information and Publications Coordinator to the Public Information Coordinator position.

Budget Calendar

The following outlines the general budget process for the County:

May	Distribution of Capital Improvements Program (CIP) request forms and instructions from the Budget Office to departments.
July	Departments submit CIP requests. CIP requests are compiled and analyzed by the Budget Office.
August	Meetings are held with departments to discuss their requests.
October	Budget Call/Budget Workshop is held for the departments. This informational session is to provide guidance and instructions regarding the preparation of their budgets requests. Agency Funding Request packages are mailed.
November	Department budget requests submissions are due to the Budget Office. Agency Funding Request Letters are due from outside agencies.
January	Revenue projections and expenditure estimates are provided to the County Administrator. A Public Forum on next year's budget is held.

February	A joint work session is held with the County's Board of Supervisors and the School Board.
March	Media briefing and formal presentation of the Proposed Budget.
March/April	Work sessions with the Board of Supervisors are held on various budget topics. Advertise budget, tax assessment (in reassessment years) and tax rate. Public hearings on the budget and tax rates are held. Various work sessions are held to discuss the Proposed Operating and CIP budgets.
May	Operating Budget, CIP and tax rates are adopted.

Financial Policies

York County's policy, in compliance with the Code of Virginia, is to propose and adopt a balanced budget for the General Fund, whereby revenues equal expenditures. York County adopts an annual operating budget for the fiscal period beginning July 1 and ending June 30. The General Fund, Special Revenue Funds, Debt Service Funds, Capital Budget Funds, Other Funds, Internal Service Funds and Enterprise Funds all have legally adopted budgets, with one exception. Enterprise Funds with depreciation only, are not budgeted. The Comprehensive Annual Financial Report includes the additional enterprise funds not budgeted for the reason outlined above and trust and agency funds. The County, acting as fiscal agent, would not legally adopt the budget for the trust and agency funds.

Investments

The Treasurer of York County is an elected Constitutional Officer whose responsibility, in part, is to invest York County funds in an expedient and prudent manner, meeting or exceeding all statutes and guidelines governing the investment of public funds in Virginia. This policy applies to the investment of all funds, excluding the investment of employees' retirement funds. Proceeds from certain bond issues, as well as separate foundation or endowment assets, are not covered by this policy. Significant excerpts from the investment policy are outlined below.

Except for cash in certain restricted and special funds, cash and reserve balances from all funds will be consolidated to maximize investment earnings and to increase efficiencies with regard to investment pricing, safekeeping and administration. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

The primary objectives, in priority order, of investment activities shall be safety, liquidity, and yield. Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to mitigate credit risk and interest rate risk.

Credit risk is the risk of loss due to the failure of the security issuer or backer, by limiting investments to certain types of securities or diversifying the investment portfolio so that the impact of potential losses from any one type of security or from any one individual issuer will be minimized.

Interest rate risk is the risk that the market value of securities in the portfolio will fall due to changes in market interest rates, by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby minimizing the need to sell securities on the open market prior to maturity or investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools and limiting the average maturity of the portfolio in accordance with this policy.

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the portfolio should consist largely of securities with active secondary or resale markets. Alternatively, a portion of the portfolio may be placed in money market mutual funds or local government investment pools, which offer same-day liquidity for short-term funds.

The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. The core of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall generally be held until maturity with the following exceptions: a security with declining credit may be sold early to minimize loss of principal, a security swap would improve the quality, yield, or target duration in the portfolio or liquidity needs of the portfolio require that the security be sold. All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Securities will be held by an independent third-party custodian selected by the Treasurer as evidenced by safekeeping receipts in the County's name. The investment officer shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent the loss of public funds arising from fraud, employee error, and misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees.

The following investments will be permitted by this policy and are those defined by state and local law where applicable: U.S. Treasury obligations which carry the full faith and credit guarantee of the United States government and are considered to be the most secure instruments available; U.S. government agency and instrumentality obligations that have a liquid market with a readily determinable market value; certificates of deposit and other evidences of deposit at financial institutions; bankers' acceptances; corporate notes and bonds (U.S. dollar denominated) rated in the AAA or AA categories by both Standard & Poor's and Moody's; commercial paper (U.S. dollar denominated) issued by an entity incorporated in the U.S.; rated "prime quality" by at least two of the nationally recognized rating agencies; investment-grade obligations of state, provincial and local governments and public authorities; repurchase agreements only if the certain conditions are met (a term to maturity of no greater than 90 days; the contract is fully secured by deliverable U.S. Government Obligations having a market value at all times of at least 102%; and a master repurchase agreement governs the transactions); money market mutual funds regulated by the Securities and Exchange Commission and whose portfolios consist only of dollar-denominated securities; and local government investment pools either state-administered or developed through joint powers statutes and other intergovernmental agreement legislation.

The investments shall be diversified by: limiting investments to avoid overconcentration in securities from a specific issuer or business sector (excluding U.S. Treasury securities), limiting investment in securities that have higher credit risks, investing in securities with varying maturities, and continuously investing a portion of the portfolio in readily available funds such as local government investment pools (LGIPs), money market funds or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

This policy is reviewed by the Treasurer on an annual basis.

Debt Policy

The County does not issue long-term debt to finance current operations and emphasizes pay-as-you-go capital financing. The County does not use tax revenue anticipation notes (TRANS) to fund current operations and does not intend to issue bond anticipation notes for a period of longer than three years. The issuance of variable rate debt by the County is subject to careful review and is issued only in a prudent and fiscally responsible manner.

Whenever the County finds it necessary to issue bonds, the term of any bond issue will not exceed the useful life of the capital project/facility or equipment for which the borrowing is intended. The County shall comply with all U.S. Internal Revenue Service arbitrage rebate requirements for bonded indebtedness.

The County shall comply with all requirements of Title 15.1 Code of Virginia and other legal requirements regarding the issuance of bonds and certificates of the County or its debt issuing authorities.

Whenever the County finds it necessary to issue revenue-supported bonds, the following guidelines will be adhered to:

- Revenue-supported bonds are defined as a bond in which the debt service is payable solely from the revenue generated from the operation of the project being financed or a category of facilities (i.e. water, sewer, solid waste).
- The term of any revenue-supported bond issue will not exceed the useful life of the capital project/facility or equipment for which borrowing is intended.
- Revenue-supported bonds will be structured to allow equal or declining annual debt service payments over a term not to exceed the life of the project being financed. For those revenue-supported bonds issued to the Virginia Revolving Loan Fund annual debt service payments shall not exceed twenty years.

In accordance with the Code of Virginia, legal debt limits do not apply to counties, unless the county elects to be treated as a city for the purpose of incurring debt and issuing bonds. York County has not made such an election and consequently is not subject to debt legal limits. The County monitors all debt covenants to ensure compliance. For governmental funds, proceeds from the issuance of debt and the repayment of debt are accounted for in the debt service funds. For proprietary funds, accounting for debt occurs in the respective fund.

Revenue

The County's revenue stream consists of local, state, federal and other financing sources. The majority of the County's revenue is derived from general property taxes. It is the County's policy for one-time revenues to be used to fund capital projects. In addition, the County strives to diversify its sources of revenue.

Expenditures

The County's expenditure budget is divided into functional areas (departments). The department's assigned Budget Analyst, in coordination with the department, monitors expenditures throughout the fiscal year to ensure compliance with legal requirements and accounting standards. The County Code provides that the County Administrator may transfer funds within appropriation functions. These transfers allow for the disbursement of funds for unanticipated costs incurred in daily County operations and any such transfer may not result in a change in the total appropriated for personnel or non-personnel costs within the function.

The three major categories for expenditures/expenses are personnel, operating and capital. Operating expenditures/expenses includes contractual services, internal services, other charges, materials and supplies, leases and rentals and grants and donations. At the end of the budget document, there is a glossary that provides definitions for financial and budgetary terminology, object codes, acronyms and abbreviations.

Fund Balance Reserve

Fund balance reflects the accumulation of excess revenues over expenditures. The County strives to maintain a minimum unobligated fund balance of 12% of the current year budgeted expenditures for operations as a reserve. This unobligated portion of fund balance provides sufficient working capital for the County and serves as a “rainy day” fund for emergencies or unforeseen circumstances.

Fund Structure

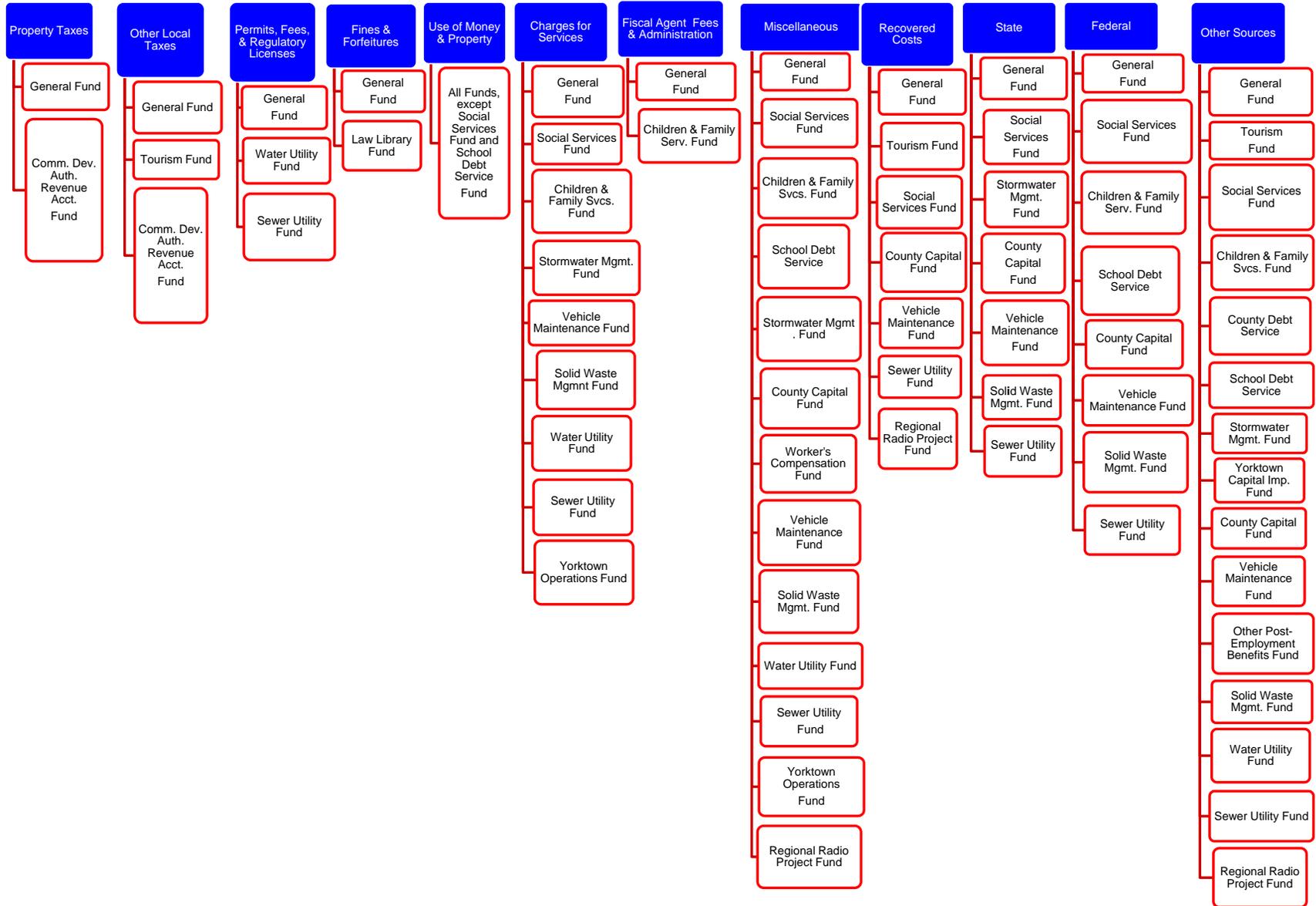
The accounts of the County are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate self-balancing set of accounts that comprise assets, liabilities, revenues and expenditures/expenses. The following fund types are used: governmental, proprietary, trust and agency funds and component units.

Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget is considered to be a major fund. The County General Fund and School Debt Service Fund are projected to be major funds in fiscal year 2014.

The relationship between the County’s departments and the County’s funds is as follows:

	General Admin	Judicial Svcs.	Public Sfty.	Env. Dev. Svcs.	Finance & Planning	Educ. & Educ. Svcs.	Human Svcs.	General Svcs.	Comm. Svcs	Capital & Non-Dept.
MAJOR FUNDS										
General	X	X	X	X	X	X	X	X	X	X
School Debt Service						X				
NON-MAJOR FUNDS										
Special Revenue										
Tourism									X	
Social Services							X			
Law Library		X				X				
Children & Family Svcs.									X	
Comm. Dev. Auth. Rev. Acct.					X					
Debt Service										
County Debt Service										X
Capital Project										
Stormwater Management				X						
Yorktown Capital Improvements				X	X			X		X
County Capital	X		X	X	X	X		X	X	X
Other										
Worker's Compensation					X					
Revenue Stabilization Reserve						X				
Internal Service										
Vehicle Maintenance								X		
Other Post-Employment Benefits					X					X
Enterprise										
Solid Waste Management				X						
Water Utility				X						
Sewer Utility				X						
Yorktown Operations					X			X		
Regional Radio Project			X							

Departments utilize various funding sources. The sources of funding for the County's budgeted funds are as follows:



Governmental Funds

Most governmental functions of the County are financed through governmental funds. Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting.

General Fund

The General Fund is the County's primary operating fund. It is used to account for all revenue sources and expenditures not required to be accounted for in other funds.

Special Revenue Funds (Tourism, Social Services, Law Library, Children and Family Services, Marquis Community Development Authority Revenue Account)

Special Revenue Funds are used to account for the proceeds of federal, state and local sources that are legally restricted to expenditures for specified purposes.

Debt Service Funds (County, School)

Debt service funds are used to account for the receipt and payment of bonds and loans issued for equipment purchases, construction and maintenance of facilities.

Capital Project Funds (Stormwater Management, Yorktown Capital Improvements, County Capital)

Capital Project Funds are used to account for financial resources used to address drainage improvements, and for the acquisition or construction of major capital facilities and equipment, other than those financed by proprietary funds.

Other Funds (Workers' Compensation, Revenue Stabilization Reserve)

The Workers' Compensation Fund accounts for the revenues and expenditures relating to the workers' compensation policy of the County. The Revenue Stabilization Reserve Fund accounts for local funds equal to the excess of Federal Impact Aid receipts returned by the School Division at the close of any fiscal year.

Proprietary Funds

Proprietary funds account for operations similar to those in the private sector. Proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting.

Internal Service Funds

Vehicle Maintenance Fund

This fund accounts for the operation of the vehicle maintenance and replacement services that are provided to County departments on a cost-reimbursement basis.

Other Post-Employment Benefits Fund

This fund accounts for subsidy payments for eligible retirees of the County toward health insurance coverage in a plan sponsored by the County.

Enterprise Funds

Solid Waste Management Fund

This fund accounts for the operations of the County's solid waste disposal system.

Water Utility Fund

This fund accounts for the operations and construction of the County's water utility systems.

Sewer Utility Fund

This fund accounts for the operations and construction of the County's sewer utility systems.

Yorktown Operations Fund

This fund accounts for the operations of Riverwalk Landing, including the net tenant lease income and the income and expenses for the piers.

Regional Radio System Fund

This fund accounts for the County's joint emergency communication system with the Counties of James City and Gloucester.

Basis of Budgeting and Accounting

The budgets of governmental funds are prepared on the modified accrual basis, a basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure."

The accrual basis of accounting, a method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows, is used for the proprietary funds, except for depreciation, amortization, debt principal payments and capital outlay.

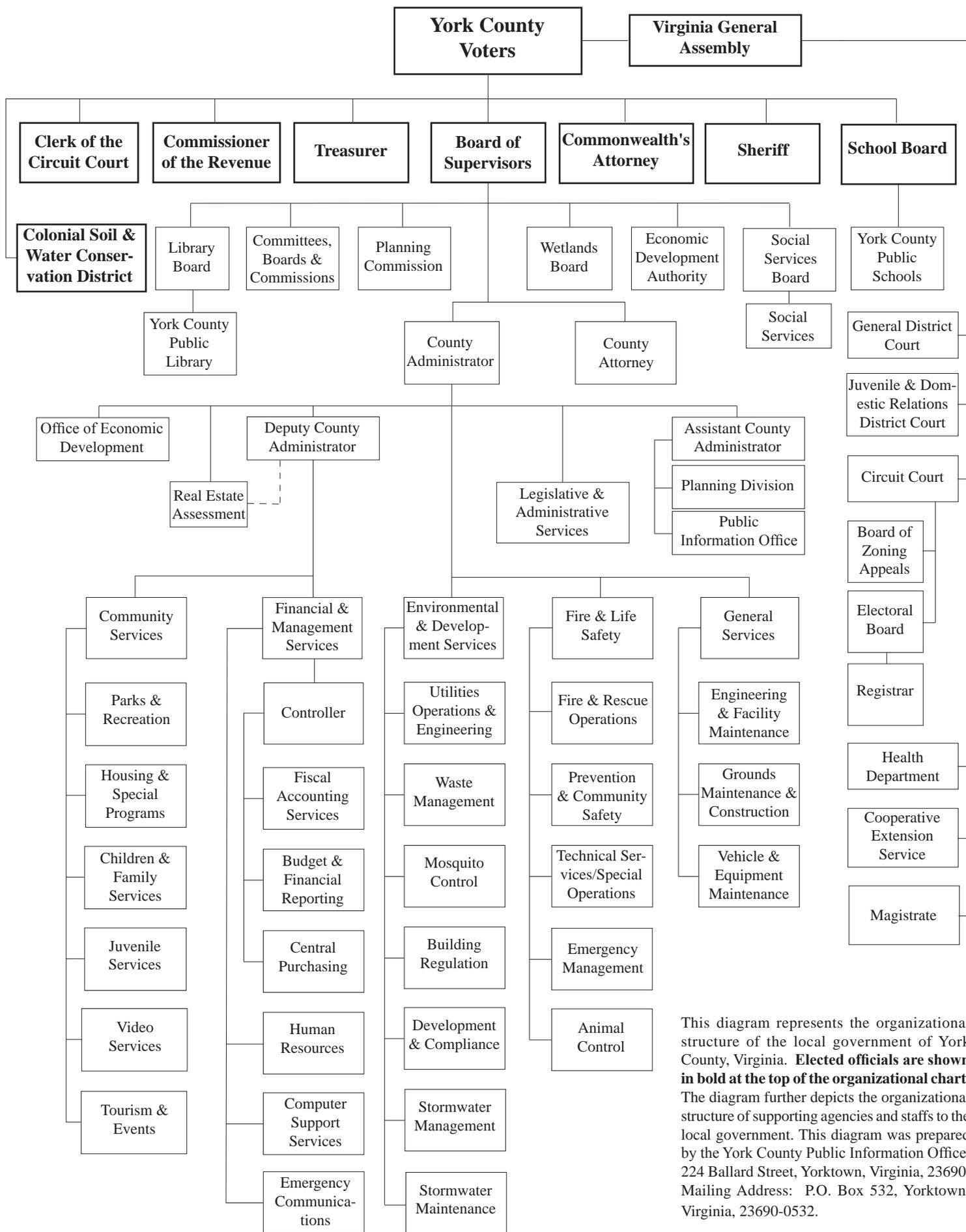
The Comprehensive Annual Financial Report (CAFR) is prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted primary standard-setting body for establishing governmental accounting and financial reporting principles.

In most cases, the accounting treatment conforms to the budget treatment with the following exceptions:

- Compensated absences are accrued as earned (GAAP) versus expensed when paid (budget).
- Depreciation and amortization expenses are non-cash items and are not budgeted. These expenses are recognized for GAAP purposes.
- Principal payments on debt in the proprietary funds result in a reduction in the outstanding liability (GAAP) versus expensed (budget).
- Capital outlay in the proprietary funds is recorded as a capital asset (GAAP) versus expensed (budget).

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Organizational Diagram of York County Government



This diagram represents the organizational structure of the local government of York County, Virginia. **Elected officials are shown in bold at the top of the organizational chart.** The diagram further depicts the organizational structure of supporting agencies and staffs to the local government. This diagram was prepared by the York County Public Information Office, 224 Ballard Street, Yorktown, Virginia, 23690. Mailing Address: P.O. Box 532, Yorktown, Virginia, 23690-0532.

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**Summary of Funding Sources By Fund
Fiscal Year 2014 Adopted Budget**

General Fund

Revenue:			
Local	\$ 114,659,435		
State and Federal	13,706,683		
Other Financing Sources	1,737,787		
Less Interfund Transfers	<u>(150,000)</u>	\$ 129,953,905	
Estimated Fund Balance - FY2013		<u>15,547,246</u>	\$ 145,501,151

Special Revenue Funds

Revenue:			
Local	2,560,560		
State and Federal	4,473,087		
Other Financing Sources	4,044,685		
Less Interfund Transfers	<u>(4,044,685)</u>	7,033,647	
Estimated Fund Balance - FY2013		<u>939,101</u>	7,972,748

Debt Service Funds

Revenue:			
State and Federal	59,472		
Other Financing Sources	20,425,493		
Less Interfund Transfers	<u>(10,419,752)</u>	10,065,213	10,065,213

Capital Project Funds

Revenue:			
Local	128,000		
State and Federal	200,000		
Other Financing Sources	1,337,284		
Less Interfund Transfers	<u>(1,292,284)</u>	373,000	
Estimated Fund Balance - FY2013		<u>(3,150,526)</u>	(2,777,526)

Other Funds

Revenue:			
Local	6,800		
Other Financing Sources	254,800		
Less Interfund Transfers	<u>(254,800)</u>	6,800	
Estimated Fund Balance - FY2013		<u>7,299,908</u>	7,306,708

Internal Service Funds

Revenue:			
Local	4,768,402		
Other Financing Sources	1,643,983		
Less Interfund Transfers	<u>(3,690,338)</u>	2,722,047	
Estimated Fund Balance - FY2013		<u>2,305,768</u>	5,027,815

Enterprise Funds

Revenue:			
Local	16,960,730		
State and Federal	308,844		
Other Financing Sources	3,210,685		
Less Interfund Transfers	<u>(3,210,685)</u>	17,269,574	
Estimated Fund Balance - FY2013		<u>(3,422,978)</u>	<u>13,846,596</u>

Total All Funding Sources

186,942,705

Estimated Fund Balance - FY2014

General Fund	(15,547,246)	
Special Revenue Funds	(531,143)	
Capital Project Funds	5,871,516	
Other Funds	(7,306,708)	
Internal Service Funds	(2,168,884)	
Enterprise Funds	<u>3,376,158</u>	<u>(16,306,307)</u>

Total Revenues and Fund Balances - FY2014

\$ 170,636,398

**Summary of Expenditures/Expenses By Fund
Fiscal Year 2014 Adopted Budget**

General Fund

Total Expenditures	\$ 130,103,905	
Interfund Transfers:		
Special Revenue Funds	\$ (4,044,685)	
Debt Service Funds	(9,860,420)	
Capital Project Funds	(992,284)	
Other Funds	(216,580)	
Internal Service Funds	(3,070,223)	
Enterprise Funds	(3,210,685)	(21,394,877)
Total Expenditures Less Interfund Transfers		\$ 108,709,028

Special Revenue Funds

Total Expenditures	11,486,290	
Interfund Transfers	(943,494)	
Total Expenditures Less Interfund Transfers		10,542,796

Debt Service Funds

Total Expenditures	20,484,965	
Interfund Transfers	-	
Total Expenditures Less Interfund Transfers		20,484,965

Capital Project Funds

Total Expenditures	4,386,274	
Interfund Transfers	(200,000)	
Total Expenditures Less Interfund Transfers		4,186,274

Other Funds

Total Expenditures	254,800	
Interfund Transfers	-	
Total Expenditures Less Interfund Transfers		254,800

Internal Service Funds

Total Expenses	6,549,269	
Interfund Transfers	(42,546)	
Total Expenses Less Interfund Transfers		6,506,723

Enterprise Funds

Total Expenses	20,433,439	
Interfund Transfers	(481,627)	
Total Expenses Less Interfund Transfers		19,951,812

Total Expenditures/Expenses - FY2014		\$ 170,636,398
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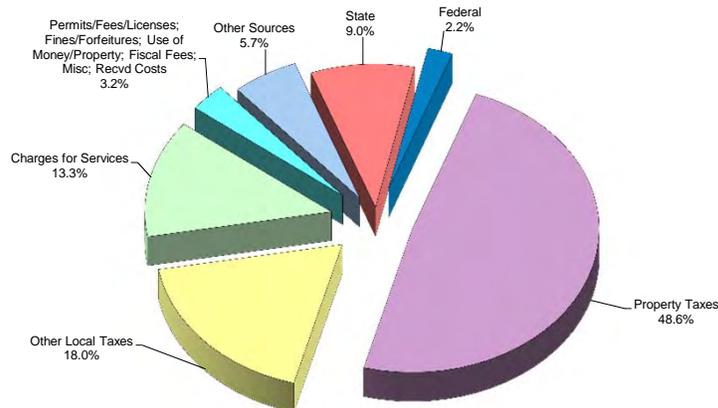
Summary of Fund Balances - Governmental Funds

	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
Major Fund - General Fund			
Beginning Fund Balance	\$ 15,547,246	\$ 15,547,246	\$ 15,547,246
Revenues and Other Financing Sources	127,192,670	127,476,574	130,103,905
Expenditures and Other Financing Uses	<u>(127,192,670)</u>	<u>(127,476,574)</u>	<u>(130,103,905)</u>
Ending Fund Balance	<u>\$ 15,547,246</u>	<u>\$ 15,547,246</u>	<u>\$ 15,547,246</u>
Major Fund - School Debt Service Fund			
Beginning Fund Balance	\$ -	\$ -	\$ -
Revenues and Other Financing Sources	8,271,135	8,271,135	17,625,401
Expenditures and Other Financing Uses	<u>(8,271,135)</u>	<u>(8,271,135)</u>	<u>(17,625,401)</u>
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Non-Major Funds - Aggregate			
Beginning Fund Balance	\$ 16,369,982	\$ 16,369,982	\$ 5,088,483
Revenues and Other Financing Sources	21,974,561	29,281,962	15,864,780
Expenditures and Other Financing Uses	<u>(23,642,084)</u>	<u>(40,563,461)</u>	<u>(18,986,928)</u>
Ending Fund Balance	<u>\$ 14,702,459</u>	<u>\$ 5,088,483</u>	<u>\$ 1,966,335</u>

The fund balance for the non-major funds in the aggregate is projected to decrease in fiscal year 2014. Reserve balances accumulated from excess local sources and set aside for future local matches to state and federal grants will be used. Also, capital reserve balances set aside for projects will be used, as planned in the 10 year CIP.

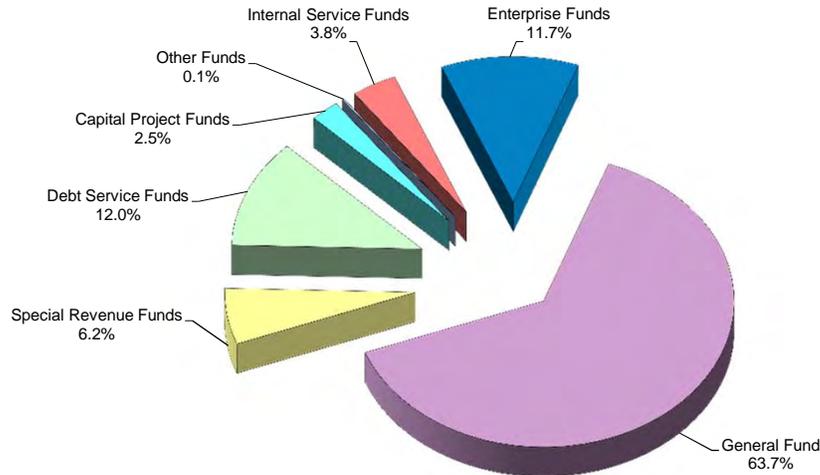
**Summary of Funding Sources By Type
Fiscal Year 2014**

Description	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Revenues	FY2013 Estimated Revenues	FY2014 Adopted Revenues
General Fund (Major)						
Property Taxes	\$ 75,742,894	\$ 76,419,831	\$ 77,768,474	\$ 78,861,000	\$ 78,861,000	\$ 80,928,500
Other Local Taxes	27,257,570	27,245,214	28,196,608	28,028,000	28,028,000	28,377,000
Permits, Fees and Regulatory Licenses	598,252	471,534	468,190	568,100	576,692	606,060
Fines and Forfeitures	371,169	359,937	387,560	370,300	370,300	374,300
Use of Money and Property	368,502	481,429	420,265	376,800	376,800	393,460
Charges for Services	1,143,693	1,959,075	2,144,759	2,134,147	2,156,054	2,206,060
Fiscal Agent Fees & Administration	178,821	183,474	210,333	199,500	199,500	200,500
Miscellaneous	372,941	418,135	355,700	215,000	241,480	243,600
Recovered Costs	1,230,941	1,186,667	1,300,725	1,266,568	1,310,004	1,329,955
State	13,057,944	13,219,869	13,109,652	13,083,074	13,097,177	13,314,665
Federal	742,793	537,686	539,993	301,866	458,514	392,018
Other Sources	2,411,261	3,827,435	3,166,021	1,788,315	1,801,053	1,737,787
	<u>123,476,781</u>	<u>126,310,286</u>	<u>128,068,280</u>	<u>127,192,670</u>	<u>127,476,574</u>	<u>130,103,905</u>
School Debt Service Fund (Major)						
Miscellaneous	59,652	372,220	-	-	-	-
Federal	-	53,360	59,472	59,472	59,472	59,472
Other Sources	11,585,042	8,332,221	15,534,685	8,211,663	8,211,663	17,565,929
	<u>11,644,694</u>	<u>8,757,801</u>	<u>15,594,157</u>	<u>8,271,135</u>	<u>8,271,135</u>	<u>17,625,401</u>
Non-major Funds (Aggregate)						
Property Taxes	107,796	96,332	404,218	6,390,719	6,390,719	480,000
Other Local Taxes	1,739,837	1,828,679	1,801,313	1,835,500	1,835,500	1,801,000
Permits, Fees and Regulatory Licenses	5,493	22,399	11,565	30,000	-	-
Fines and Forfeitures	9,228	7,546	7,552	9,000	9,000	8,000
Use of Money and Property	685,468	571,865	441,721	407,321	407,321	384,721
Charges for Services	14,475,522	15,098,280	15,961,102	18,241,953	17,821,278	19,987,913
Fiscal Agent Fees & Administration	2,208	2,208	2,400	2,400	2,400	2,400
Miscellaneous	1,086,252	3,095,412	1,828,933	1,334,792	2,019,459	1,440,534
Recovered Costs	491,343	263,303	313,780	271,000	297,204	319,924
State	2,575,794	1,712,999	1,560,460	1,695,122	2,993,286	1,792,615
Federal	3,506,876	3,782,419	6,064,150	3,189,022	3,439,022	3,189,316
Other Sources	15,030,087	30,909,371	14,020,806	13,281,197	19,494,434	13,351,001
	<u>39,715,904</u>	<u>57,390,813</u>	<u>42,418,000</u>	<u>46,688,026</u>	<u>54,709,623</u>	<u>42,757,424</u>
Total						
Property Taxes	\$ 75,850,690	\$ 76,516,163	\$ 78,172,692	\$ 85,251,719	\$ 85,251,719	\$ 81,408,500
Other Local Taxes	28,997,407	29,073,893	29,997,921	29,863,500	29,863,500	30,178,000
Permits, Fees and Regulatory Licenses	603,745	493,933	479,755	598,100	576,692	606,060
Fines and Forfeitures	380,397	367,483	395,112	379,300	379,300	382,300
Use of Money and Property	1,053,970	1,053,294	861,986	784,121	784,121	778,181
Charges for Services	15,619,215	17,057,355	18,105,861	20,376,100	19,977,332	22,193,973
Fiscal Agent Fees & Administration	181,029	185,682	212,733	201,900	201,900	202,900
Miscellaneous	1,518,845	3,885,767	2,184,633	1,549,792	2,260,939	1,684,134
Recovered Costs	1,722,284	1,449,970	1,614,505	1,537,568	1,607,208	1,649,879
State	15,633,738	14,932,868	14,670,112	14,778,196	16,090,463	15,107,280
Federal	4,249,669	4,373,465	6,663,615	3,550,360	3,957,008	3,640,806
Other Sources	29,026,390	43,069,027	32,721,512	23,281,175	29,507,150	32,654,717
	<u>174,837,379</u>	<u>192,458,900</u>	<u>186,080,437</u>	<u>182,151,831</u>	<u>190,457,332</u>	<u>190,486,730</u>
Transfers	(23,941,408)	(25,478,466)	(22,643,102)	(23,205,906)	(22,553,383)	(23,062,544)
Total - Net	<u>\$ 150,895,971</u>	<u>\$ 166,980,434</u>	<u>163,437,335</u>	<u>158,945,925</u>	<u>167,903,949</u>	<u>167,424,186</u>
Projected Fund Balance, beginning				51,914,158	51,914,158	19,518,519
Projected Fund Balance, ending				(52,482,207)	(19,518,519)	(16,306,307)
				<u>\$ 158,377,876</u>	<u>\$ 200,299,588</u>	<u>\$ 170,636,398</u>



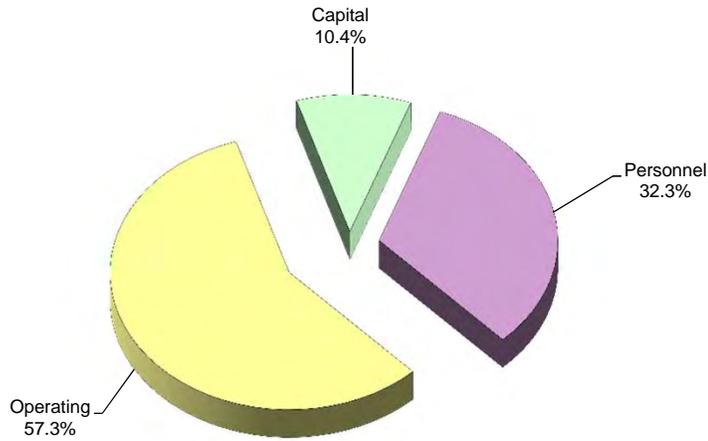
**Summary of Expenditures/Expenses by Function
Fiscal Year 2014**

Description	FY2010 Actual Expenditures/ Expenses	FY2011 Actual Expenditures/ Expenses	FY2012 Actual Expenditures/ Expenses	FY2013 Original Expenditures/ Expenses	FY2013 Estimated Expenditures/ Expenses	FY2014 Adopted Expenditures/ Expenses
General Fund						
General Administration	\$ 1,892,208	\$ 1,908,176	\$ 2,007,151	\$ 2,011,164	\$ 2,106,026	\$ 2,114,859
Judicial Services	2,717,603	2,625,054	2,444,724	2,693,005	2,728,503	2,720,079
Public Safety	27,470,089	27,721,773	27,867,794	29,649,500	29,830,145	30,462,386
Environmental & Development Services	4,510,432	4,151,002	4,130,033	3,691,092	3,691,092	3,768,346
Finance & Planning	7,860,184	7,848,105	7,696,996	8,699,982	8,605,120	8,887,587
Education & Educational Services	55,414,157	56,018,402	55,310,069	59,359,385	59,372,403	60,592,188
Human Services	3,737,067	2,989,160	2,666,290	3,230,897	3,230,897	3,207,446
General Services	6,965,885	6,792,790	6,765,812	6,435,635	6,451,728	6,761,684
Community Services	3,224,695	2,991,389	2,749,144	3,009,383	3,042,733	2,926,978
Capital Outlay & Fund Transfers	7,202,467	7,460,564	7,475,161	7,190,605	7,190,605	7,370,232
Non-Departmental	1,382,192	1,333,240	1,069,992	1,222,022	1,227,322	1,292,120
Special Revenue Funds						
Tourism Fund	2,896,399	3,100,176	2,863,665	2,992,500	2,992,500	3,021,200
Social Services Fund	6,102,691	5,663,995	5,317,771	5,845,684	5,859,684	5,920,871
Law Library Fund	6,888	5,826	6,888	9,000	10,500	8,000
Children and Family Services Fund	1,241,458	1,198,012	1,221,839	1,325,837	1,396,828	1,354,919
Community Development Authority Revenue Account Fund	803,303	816,171	1,108,082	7,126,719	7,126,719	1,181,300
Debt Service Funds						
County Debt Service Fund	2,769,775	3,128,357	3,031,773	3,355,527	3,355,527	2,859,564
School Debt Service Fund	11,644,694	8,757,801	15,594,157	8,271,135	8,271,135	17,625,401
Capital Project Funds						
Stormwater Management Fund	883,068	3,249,941	1,142,333	421,792	2,976,818	191,574
Yorktown Capital Improvements Fund	5,000	33,298	3,700	-	270,657	-
County Capital Fund	4,617,532	6,810,405	3,164,626	2,310,225	16,121,140	4,194,700
Other Funds						
Workers' Compensation Fund	309,576	173,485	122,549	254,800	453,088	254,800
Internal Service Funds						
Vehicle Maintenance Fund	3,744,670	3,878,956	4,255,464	4,661,636	4,911,379	4,960,686
Other Post-Employment Benefits Fund	750,474	836,038	1,335,835	1,461,211	1,461,211	1,588,583
Enterprise Funds						
Solid Waste Management Fund	4,363,829	4,402,931	5,677,838	4,824,101	4,828,445	5,313,655
Water Utility Fund	471,352	385,884	844,467	387,387	3,799,675	2,482,965
Sewer Utility Fund	10,206,645	11,536,088	15,092,952	8,638,902	27,741,881	9,944,038
Yorktown Operations Fund	122,536	117,368	112,258	123,550	123,550	95,818
Regional Radio Project Fund	1,554,075	3,942,383	2,193,711	2,381,106	3,675,660	2,596,963
Total	174,870,944	179,876,770	183,273,074	181,583,782	222,852,971	193,698,942
Transfers	(23,941,408)	(25,478,466)	(22,643,102)	(23,205,906)	(22,553,383)	(23,062,544)
Total - Net	<u>\$ 150,929,536</u>	<u>\$ 154,398,304</u>	<u>\$ 160,629,972</u>	<u>\$ 158,377,876</u>	<u>\$ 200,299,588</u>	<u>\$ 170,636,398</u>



**Summary of Expenditures/Expenses by Type
Fiscal Year 2014**

Description	FY2010 Actual Expenditures/ Expenses	FY2011 Actual Expenditures/ Expenses	FY2012 Actual Expenditures/ Expenses	FY2013 Original Expenditures/ Expenses	FY2013 Estimated Expenditures/ Expenses	FY2014 Adopted Expenditures/ Expenses
Personnel	\$ 51,255,450	\$ 50,968,524	\$ 50,707,297	\$ 54,259,910	\$ 54,347,038	\$ 55,708,077
Operating	101,664,423	99,802,741	108,135,514	112,025,800	112,952,807	117,194,938
Capital	<u>21,951,071</u>	<u>29,105,505</u>	<u>24,430,263</u>	<u>15,298,072</u>	<u>55,553,126</u>	<u>20,795,927</u>
Total	174,870,944	179,876,770	183,273,074	181,583,782	222,852,971	193,698,942
Transfers	<u>(23,941,408)</u>	<u>(25,478,466)</u>	<u>(22,643,102)</u>	<u>(23,205,906)</u>	<u>(22,553,383)</u>	<u>(23,062,544)</u>
Total - Net	<u>\$ 150,929,536</u>	<u>\$ 154,398,304</u>	<u>\$ 160,629,972</u>	<u>\$ 158,377,876</u>	<u>\$ 200,299,588</u>	<u>\$ 170,636,398</u>



Summary of Total Entity Funded Full-time Equivalents (FTEs)

		<u>Actual</u> <u>FY2010</u>	<u>Actual</u> <u>FY2011</u>	<u>Actual</u> <u>FY2012</u>	<u>Original</u> <u>FY2013</u>	<u>Estimated</u> <u>FY2013</u>	<u>Adopted</u> <u>FY2014</u>	<u>Change</u>
General Fund	Fund 10							
Board of Supervisors	10111	1.00	1.00	1.00	1.00	1.00	1.00	-
County Administration	10121	3.75	3.75	3.75	3.50	4.50	4.50	1.00
Public Information & Community Relations	10122	3.00	3.00	3.00	2.00	2.00	1.00	(1.00)
Video Services	10123	4.50	4.50	4.50	4.50	4.50	4.50	-
County Attorney	10124	3.50	3.50	3.50	3.00	3.00	3.00	-
General Registrar's Office	10131	3.75	3.50	3.50	3.50	3.50	3.50	-
Circuit Court	20211	1.50	1.50	1.50	1.50	1.50	1.50	-
Clerk of the Circuit Court	20214	14.50	14.50	13.75	13.75	14.00	14.00	0.25
Commonwealth's Attorney	20221	11.50	11.50	11.50	11.50	11.50	11.50	-
Victim-Witness Assistance Program	20222	3.00	3.00	3.00	3.00	3.00	3.00	-
Domestic Violence Program	20223	1.00	1.00	1.00	1.00	1.00	0.75	(0.25)
General Operations	30311	14.25	14.50	14.50	14.50	14.50	14.50	-
Law Enforcement	30312	59.00	59.00	58.00	58.00	58.00	58.00	-
Investigations	30313	15.00	15.00	16.00	16.00	16.00	16.00	-
Civil Operations/Court Security	30314	18.50	18.50	18.00	18.00	18.00	18.00	-
School Resource Officers	30316	4.00	4.00	4.00	4.00	4.00	4.00	-
Fire & Life Safety Administration	30320	1.50	1.50	1.50	1.50	1.50	1.50	-
Fire & Rescue Operations	30321	130.00	130.00	127.00	129.00	127.00	127.00	(2.00)
Technical Services & Special Operations	30322	4.00	4.00	4.00	4.00	4.00	4.00	-
Prevention & Community Safety	30323	3.00	3.00	3.00	3.00	3.00	3.00	-
Animal Control	30352	3.00	3.00	3.00	3.00	3.00	3.00	-
Emergency Management	30355	2.50	1.50	1.50	1.50	1.50	1.50	-
Emergency Communications/911 *	30356	40.00	40.50	40.50	40.50	40.50	40.50	-
Radio Maintenance	30357	3.00	2.00	-	-	-	-	-
Environmental & Development Svcs Admin.	40119	2.00	2.00	2.00	2.00	2.00	2.00	-
Building Regulation	40341	14.00	14.00	14.00	14.00	13.00	13.00	(1.00)
Stormwater Operations	40446	16.80	16.80	16.80	16.80	16.80	16.80	-
Stormwater Engineering	40447	5.75	5.75	6.75	6.75	7.50	7.50	0.75
Mosquito Control	40512	3.50	3.50	3.50	3.00	3.00	3.00	-
Development & Compliance	40816	10.00	9.00	9.00	9.00	9.00	9.00	-
Controller	50119	2.00	2.00	1.00	2.00	2.00	2.00	-
Computer Support Services	50121	15.50	15.50	15.50	16.50	16.50	16.50	-
Human Resources	50122	5.50	5.50	5.50	5.50	5.50	5.50	-
Budget & Financial Reporting	50124	5.00	5.00	5.00	5.00	5.00	6.00	1.00
Fiscal Accounting Services	50125	11.50	11.50	11.00	11.00	11.00	11.00	-
Commissioner of the Revenue	50126	17.25	17.25	17.25	17.25	17.25	17.25	-
Treasurer	50127	12.00	12.00	12.00	12.00	12.00	12.00	-
Real Estate Assessment	50128	8.00	8.00	8.00	7.00	7.00	7.00	-
Central Purchasing	50129	5.00	5.00	5.00	5.00	5.00	5.00	-
Planning	50811	4.50	4.50	4.50	4.50	4.50	4.50	-
Office of Economic Development	50920	3.25	3.25	3.25	3.00	3.00	3.00	-
Library Services	60731	32.50	32.50	32.50	32.50	32.00	32.00	(0.50)
General Services Administration	70119	2.00	2.00	2.00	2.00	2.00	2.00	-
Engineering & Facility Maintenance	70431	21.00	21.00	22.00	17.00	17.00	18.70	1.70
Telecommunications	70433	1.00	1.00	1.00	-	-	-	-
Grounds Maintenance & Construction	70434	44.00	45.00	41.40	37.40	36.40	36.40	(1.00)
Community Services Administration	81119	3.00	3.00	3.00	2.00	2.00	2.00	-
Housing and Special Programs	81547	12.00	11.00	11.00	10.00	10.00	9.00	(1.00)
Parks & Recreation	81712	13.00	13.00	12.00	12.00	12.00	12.00	-
Tourism & Events	81713	1.00	1.00	1.00	1.00	1.00	1.00	-
Subtotal - General Fund	Fund 10	<u>619.80</u>	<u>617.30</u>	<u>606.95</u>	<u>595.45</u>	<u>592.95</u>	<u>593.40</u>	<u>(2.05)</u>
Special Revenue Funds								
Tourism	Fund 8	2.00	2.00	2.00	2.00	2.00	2.00	-
Social Services	Fund 13	60.35	60.85	58.45	58.45	57.45	57.45	(1.00)
Children and Family Services	Fund 51	<u>22.60</u>	<u>22.60</u>	<u>22.60</u>	<u>22.20</u>	<u>22.20</u>	<u>22.20</u>	-
Subtotal - Special Revenue Funds		<u>84.95</u>	<u>85.45</u>	<u>83.05</u>	<u>82.65</u>	<u>81.65</u>	<u>81.65</u>	<u>(1.00)</u>
Internal Service Fund								
Vehicle Maintenance	Fund 12	<u>12.00</u>	<u>12.00</u>	<u>11.60</u>	<u>11.60</u>	<u>11.60</u>	<u>11.60</u>	-
Enterprise Funds								
Solid Waste Management	Fund 21	12.20	12.20	12.20	12.20	12.20	12.20	-
Water Utility	Fund 24	1.90	-	-	-	-	-	-
Sewer Utility	Fund 25	53.35	56.25	57.25	57.25	57.25	57.25	-
Yorktown Operations	Fund 28	-	-	-	-	-	0.30	0.30
Subtotal - Enterprise Funds		<u>67.45</u>	<u>68.45</u>	<u>69.45</u>	<u>69.45</u>	<u>69.45</u>	<u>69.75</u>	<u>0.30</u>
Total Entity		<u>784.20</u>	<u>783.20</u>	<u>771.05</u>	<u>759.15</u>	<u>755.65</u>	<u>756.40</u>	<u>(2.75)</u>
Total County (Less Social Services)		<u>723.85</u>	<u>722.35</u>	<u>712.60</u>	<u>700.70</u>	<u>698.20</u>	<u>698.95</u>	<u>(1.75)</u>

* Includes a total of 14 dispatchers from the Poquoson and Williamsburg mergers

SCHEDULE OF DEBT OBLIGATIONS

	<u>Maturity</u>	<u>Original Issue</u>	<u>Principal Outstanding 7/1/2013</u>	2014		<u>Other Debt Service Expenditures/ Expenses</u>	<u>Total Requirements</u>
				<u>Principal</u>	<u>Interest</u>		
<u>Debt Service Funds</u>							
<u>General Obligation Bonds</u>							
1993 VPSA School Bonds	12/15/2013	\$ 4,500,000	\$ 25,000	\$ 25,000	\$ 625	\$ 500	\$ 26,125
2002 Refunding School Bonds	7/15/2014	15,005,000	3,960,000	1,925,000	149,875	1,000	2,075,875
1997 VPSA School Bonds	7/15/2017	15,000,000	5,340,000	960,000	253,297	500	1,213,797
2003 VPSA School Bonds	7/15/2022	7,715,000	4,740,000	375,000	226,665	500	602,165
2004 VPSA School Bonds	7/15/2023	3,875,000	2,600,000	180,000	127,873	500	308,373
2005 VPSA School Bonds	7/15/2025	14,905,000	11,270,000	630,000	543,443	500	1,173,943
2006 VPSA School Bonds	7/15/2026	11,030,000	8,745,000	455,000	390,632	1,000	846,632
2008 VPSA School Bonds	7/15/2028	5,400,000	4,710,000	200,000	235,348	650	435,998
2009 VPSA School Bonds	7/15/2029	4,180,000	3,730,000	165,000	128,363	1,000	294,363
2010 VPSA Qualified School Construction Bonds	6/1/2027	1,120,000	925,000	65,000	59,472	1,000	125,472
2012 VPSA School Bonds	7/15/2032	6,925,000	6,925,000	220,000	306,133	1,000	527,133
2014 VPSA School Bonds	Note 1	9,500,000	-	-	-	102,000	102,000
		<u>99,155,000</u>	<u>52,970,000</u>	<u>5,200,000</u>	<u>2,421,726</u>	<u>110,150</u>	<u>7,731,876</u>
<u>Capital Leases</u>							
2010 E911 Equipment/Computer Aided Dispatch	12/1/2020	3,035,627	2,686,244	54,107	109,503	-	163,610
2008 Signaling Equipment	1/1/2016	150,000	69,167	22,191	2,663	-	24,854
		<u>3,185,627</u>	<u>2,755,411</u>	<u>76,298</u>	<u>112,166</u>	<u>-</u>	<u>188,464</u>
<u>Lease Revenue Bonds</u>							
2003 Lease Revenue	6/15/2023	17,380,000	10,345,000	860,000	432,550	2,500	1,295,050
2008 Lease Revenue	10/1/2029	17,230,000	15,520,000	620,000	755,050	1,000	1,376,050
		<u>34,610,000</u>	<u>25,865,000</u>	<u>1,480,000</u>	<u>1,187,600</u>	<u>3,500</u>	<u>2,671,100</u>
<u>Note Payable</u>							
1999 VRS Note Payable	1/29/2014	3,532,077	372,740	372,741	20,784	-	393,525
<u>Enterprise Funds</u>							
<u>Capital Leases</u>							
2008 Signaling Equipment	1/1/2016	2,038,931	940,170	301,629	36,197	-	337,826
<u>Revenue Bonds</u>							
2005 Sewer Revenue Refunding Bonds	6/1/2029	8,575,000	7,090,000	325,000	300,532	2,500	628,032
1992 Lackey Revenue Bonds	5/14/2032	600,000	431,236	14,035	21,389	-	35,424
2010 Sewer Revenue Bonds	6/1/2040	15,280,000	15,030,000	125,000	923,598	2,000	1,050,598
		<u>24,455,000</u>	<u>22,551,236</u>	<u>464,035</u>	<u>1,245,519</u>	<u>4,500</u>	<u>1,714,054</u>
Total All Issues		<u>\$ 166,976,635</u>	<u>\$ 105,454,557</u>	<u>\$ 7,894,703</u>	<u>\$ 5,023,992</u>	<u>\$ 118,150</u>	<u>\$ 13,036,845</u>

Note 1 - The County is anticipating a borrowing for the following school projects: York Middle, kitchen equipment (5 schools), Grafton Complex, Seaford Elementary, Grafton Bethel Elementary, Magruder Elementary, Bruton High, Tabb High, Mt. Vernon Elementary and Tabb Middle. The maturity date will be determined at the time of the debt issuance.

Capital Improvements Program

The County's Capital Improvements Program (CIP) is a ten-year plan which addresses both repair and replacement of existing infrastructure as well as the construction or acquisition of new facilities and equipment to accommodate current and future demands for service. A given capital expenditure must have an estimated expected useful life that exceeds one year and have a cost of at least \$30,000 to qualify for inclusion in the CIP.

Capital expenditures are accounted for in their respective funds, including the general fund, the capital projects funds, the internal service fund, and the enterprise funds. The General Fund contains projects related to general governmental services in areas such as general administration, facilities maintenance, public safety, parks and recreation, social services and stormwater projects. Vehicle maintenance is accounted for by the County in an internal service fund. Its customers are user departments of the County and other governmental entities and these projects are funded primarily from user charges. Solid waste, water and sewer projects may be found in the Enterprise Funds section.

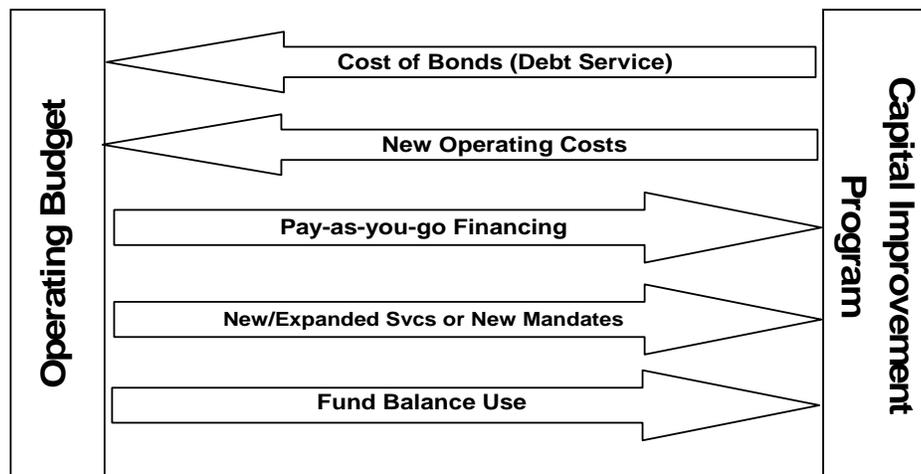
Financing of the CIP is provided on a pay-as-you-go basis or through debt issuance. Pay-as-you-go funding is provided from several sources including current tax revenues, interest earnings, revenue from other governmental agencies and user fees. Debt funding may include general obligation bonds, revenue bonds or lease financing.

Projects are prioritized based on need and ability to pay. Requests are compared to an Office Space Needs Study, prepared by the County's Planning Division. The Board of Supervisors adopts a separate, biennial Utilities Strategic Capital Plan for water, sewer, and stormwater projects and those projects are incorporated into the County's overall CIP plan. Prior to final approval, proposed projects are reviewed by the Planning Commission for conformance with the County's Comprehensive Plan.

The County utilizes a 10 year funding model to determine the affordability of projects that have been recommended for funding. Undesignated fund balance and local revenues are projected and applied to pay-as-you-go projects and revenues such as interest income, debt proceeds, and potential grants are also included. The future borrowing capacity of the County and the impact of the additional debt service requirements are heavily considered.

The operating impact of capital projects, such as the expansion of a fire station and the impact it would have on personnel and support costs are also considered. Other examples include highway & transportation improvements, which impact General Services by adding to the acreage that must be maintained (mowing, landscaping etc.). Equipment replacements and maintenance projects increase efficiencies, reduce utility costs, save on expensive repairs, lessen downtime (increasing productivity) and extend the useful lives of facilities County-wide. Stormwater, water and sewer projects add to the existing infrastructure, requiring future maintenance and adding to utility costs. Sewer projects generate revenue by adding users to the system. The sewer and pump station rehabilitation funding potentially reduces utility costs and can save on expensive repairs in the future by maintaining the infrastructure.

As this graphic illustrates, there is a close linkage between the Operating Budget and the Capital Improvements Program.



Details on capital projects are located in a separate CIP document. A summary of the County's ten-year CIP (FY2014-FY2023) is located in a schedule following this narrative. The aggregate budgeted amount of capital expenditures for FY2014 is \$8,856,700.

For FY2014, the only General Fund project is \$150,000 to be transferred to the Stormwater Fund for minor drainage improvement projects (see page 227 for the General Fund transfer and page 294 for minor drainage projects).

There are no planned projects in FY2014 that are expected to have a significant impact on the operating budget.

The County Capital Fund includes \$400,000 for highway & transportation improvements, \$75,000 for replacement of the existing playground equipment at Charles Brown Park, \$780,000 for fire apparatus replacement, \$1,100,000 for land and design of the Grafton Fire Station replacement and \$1,839,700 for the following equipment replacements and maintenance projects (see page 306 of this document):

- . Video Services Studio & York Hall Equipment Replacement (\$90,000): to replace studio equipment that helps Video Services provide information to York County residents and students.
- . Biomedical Equipment Replacement (\$145,500): provides for the replacement plan for patient monitoring/defibrillation devices.
- . Telephone System Upgrade (\$59,700): to replace all fire station phones and network infrastructure (switches and wiring); 5 fire stations with 10 phones per station.
- . Tennis/Basketball Court Repair (\$39,600): provides for the replacement of tennis and basketball courts based on the priority.
- . Roof Repair/Replacement (\$499,000): funding is to replace the roof at the York Poquoson Courthouse.
- . HVAC Replacement (\$189,500): provides funding for Buildings & Grounds Maintenance Shop: replace heat pump; Griffin-Yeates Center: replace water source heat pumps; Emergency Communications Center: replace frequency drive and 4 circulating pumps.

- . Parking Lot Repair (\$161,000): provides funding for seal coating, restriping and asphalt/concrete repair at 9 locations in the Yorktown Village and Riverwalk Landing; mill and surface parking lot at the Public Safety building.
- . Building Maintenance and Repair (\$425,000): Floor replacement at the Building Regulations building, Finance building, General Services and the Senior Center; miscellaneous repairs and painting at Fire Stations #4 (Yorktown), #5 (Skimino) & #6 (Seaford), Riverwalk Landing boaters restroom, Ballard Street restroom, Riverwalk Landing parking terrace (light poles), and Wolftrap Park restroom and storage building; New Quarter Park water and sewer extension; replace roll-up door operators at Fire Station #2 (Tabb).
- . Major Grounds Repair and Maintenance (\$90,000): provides funding for Riverwalk Landing maintenance including brick paver repair, fence repair, bench and trash container replacement and Buildings & Grounds Maintenance furniture replacement and office upgrades.
- . Grounds Maintenance Machinery and Equipment Replacement (\$80,000): provides funding to replace a 2003 New Holland TL80 Tractor and a 2003 Deweeze Slope Mower.
- . Emergency Generator Replacement (\$60,000): provides funding for the replacement of emergency power generation equipment (standby generators) and monitoring systems for critical County facilities and systems requiring continuous operation during storms or other events in which power may be lost.

The Solid Waste Fund includes funding of \$312,000 for the replacement of a Knuckle Boom Truck used in the northern end of the County to collect yard waste and storm debris (see page 344).

The Water Fund includes funding of \$2,100,000 for the Newport News Waterworks (NNWW)/Lightfoot Extension - Phase II project. The Board of Supervisors has designated a portion of the meals tax for the water project. The project is to extend the infrastructure from Hubbard's lane to the Lightfoot Corridor to interconnect NNWW's reservoir's treated water pipe line distribution system with the Lightfoot well distribution system. This is a 50/50 cost sharing agreement with NNWW (see page 354).

The Sewer Fund includes funding of \$2,100,000 for sewer projects. These projects are paid for by a portion of the meals tax and user fees and include (see page 366):

- . Moore's Creek Area (\$800,000): funding for the extension of sewer systems into areas where service is not available.
- . Sewer Line Rehabilitation (\$800,000): provides for emergency repairs, line replacement, slip lining, valve replacement, grouting, root removal, manhole rehabilitation, pavement repairs, easement restoration, etc. required to continue the operation of a reliable sanitary sewer system and to comply with regulations.
- . Pump Station Rehabilitation (\$500,000): funding for the rehabilitation of old stations with new pumps, electrical controls, generator replacement, wet well lining and emergency repairs to continue the operation of a reliable sanitary sewer system and to comply with regulations.

**ADOPTED CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEARS 2014 - 2023**

<u>Prg No.</u>	<u>Program Title</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>
GENERAL FUND & COUNTY CAPITAL FUND PROJECTS											
General Administration											
GA-8102	Video Services Studio & York Hall Equipment Replacements	\$ 90,000	\$ -	\$ 350,000	\$ -	\$ -	\$ 120,000	\$ 60,000	\$ 180,000	\$ 350,000	\$ -
GA-8110	Voting Machine Replacement	-	298,600	-	-	-	-	-	-	-	-
Public Safety - Sheriff's Office											
PS-8919	Sheriff Mobile Data Terminals	-	-	-	-	-	-	900,000	-	-	-
Public Safety - Fire & Life Safety											
PS-8406	Backup Power-Emer Shelter and Disaster Support	-	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
PS-8426	Fire Apparatus Replacement	780,000	1,200,000	1,920,000	-	4,950,000	-	-	-	-	-
PS-8429	Grafton Fire Station Replacement	1,100,000	-	-	4,800,000	-	-	-	-	-	-
PS-8482	Biomedical Equipment Replacement	145,500	145,500	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Public Safety - Emergency Communications/911 & Radio Maintenance											
PS-8001	E911 Telephone System Replacement	-	-	-	-	-	-	-	-	1,300,000	-
PS-8002	E911 Computer Aided Dispatch Replacement	-	-	-	-	-	-	-	-	1,800,000	-
PS-8120	E911 Dispatch Consoles Upgrade	-	-	-	2,100,000	-	-	-	-	-	-
PS-8130	E911 Subscriber Mobile & Portable Radio Replacement	-	-	-	8,000,000	-	-	-	-	-	-
PS-8131	E911 Radio System Hardware Replacement	-	-	-	5,500,000	-	-	-	-	-	-
PS-8170	E911 Microwave System Replacement	-	-	-	-	-	3,100,000	-	-	-	-
Environmental & Development Services											
ES-8561	Drainage Improvement Projects	150,000	150,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	350,000
Finance & Planning											
FS-5100	Highway and Other Transportation Improvements	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
FS-8130	Telephone System Upgrade	59,700	33,500	131,500	150,200	50,000	49,000	51,000	13,500	131,500	200,200
FS-8910	Financial Software Replacement	-	150,000	150,000	150,000	-	-	-	-	-	-
General Services											
GS-8620	Tennis/Basketball Court Repair	39,600	80,000	80,000	72,500	35,500	48,000	60,000	89,500	79,500	67,500
GS-8625	Roof Repair/Replacement	499,000	358,100	362,700	760,000	287,000	121,500	107,000	-	182,000	200,700
GS-8630	HVAC Replacement	189,500	241,800	56,300	134,900	180,800	822,430	1,013,000	305,000	94,800	273,800
GS-8640	Parking Lot Repair	161,000	121,000	203,000	162,000	155,000	181,000	145,000	119,000	190,000	207,000
GS-8642	Building Maintenance and Repair	425,400	330,000	287,200	356,500	201,600	197,000	202,000	206,400	182,900	397,800
GS-8661	Major Grounds Repair and Maintenance	90,000	77,000	70,000	31,000	87,000	132,500	75,000	56,000	59,000	75,000
GS-8663	Grounds Maintenance Machinery & Equipment Replacement	80,000	64,000	90,500	46,500	135,000	46,000	64,000	62,500	210,000	80,000
GS-8665	Emergency Generator Replacement	60,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Community Services											
CS-8811	Charles Brown Park Playground	75,000	-	-	-	-	-	-	-	-	-
CS-8820	Griffin-Yeates Center Playground	-	65,000	-	-	-	-	-	-	-	-
Total General Fund and County Capital Fund Projects*		<u>4,344,700</u>	<u>3,939,500</u>	<u>4,626,200</u>	<u>23,188,600</u>	<u>7,006,900</u>	<u>5,742,430</u>	<u>3,602,000</u>	<u>1,956,900</u>	<u>5,504,700</u>	<u>2,577,000</u>
STORMWATER FUND PROJECTS											
ES-617	Greensprings	-	-	750,000	-	-	-	-	-	-	-
ES-631	Tabb Lakes/King's Bottom	-	-	-	-	500,000	-	-	-	-	-
ES-634	Goodwin Neck/Rosewood	-	-	-	-	-	350,000	400,000	-	-	-
ES-635	Claxton Creek	-	-	-	-	-	160,000	-	-	-	-
ES-636	Wormley Creek Headwaters	-	250,000	500,000	-	-	-	-	-	-	-
ES-637	Marlbank Cove Ravine	-	-	-	-	-	300,000	-	-	-	-
ES-640	Poquoson Headwaters	-	-	-	-	-	175,000	500,000	600,000	-	-
ES-641	Route 134/Bayberry	-	-	-	-	-	-	-	-	-	975,000
ES-8566	Large Excavator Replacement	-	-	175,000	-	-	-	-	-	-	-
ES-8567	Backhoe Replacement	-	-	-	100,000	-	-	-	-	-	-
Total Stormwater Fund Projects		<u>-</u>	<u>250,000</u>	<u>1,425,000</u>	<u>100,000</u>	<u>500,000</u>	<u>985,000</u>	<u>900,000</u>	<u>600,000</u>	<u>-</u>	<u>975,000</u>
INTERNAL SERVICE FUND PROJECTS											
Vehicle Maintenance Projects											
VM-8110	Equipment Upgrades	-	-	190,000	-	-	-	100,000	-	-	-
VM-8150	Yorktown Trolley Replacement	-	-	-	-	260,000	-	-	-	-	-
VM-8180	Fuel Sites Upgrade	-	-	-	-	-	-	1,900,000	-	-	-
Total Internal Service Fund Projects		<u>-</u>	<u>-</u>	<u>190,000</u>	<u>-</u>	<u>260,000</u>	<u>-</u>	<u>2,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>

**ADOPTED CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEARS 2014 - 2023**

<u>Prg No.</u>	<u>Program Title</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>
ENTERPRISE FUND CAPITAL PROJECTS											
Solid Waste Projects											
ES-8150	Rear Packer Truck Replacements	-	-	-	-	-	-	460,000	-	-	-
ES-8180	Transfer Station Floor Replacement	-	-	134,000	-	-	-	-	-	-	-
ES-8563	Knuckle Boom Truck Replacement	312,000	-	-	-	-	-	-	-	-	-
	Total Solid Waste Projects	<u>312,000</u>	<u>-</u>	<u>134,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>460,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Water Projects											
ES-467	NNWW/Lightfoot Extension - Phase II	2,100,000	-	-	-	-	-	-	-	-	-
	Total Water Projects	<u>2,100,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Sewer Projects											
ES-495	Allen's Mill Area	-	-	-	-	300,000	1,400,000	-	-	-	-
ES-499	Queen's Lake Section IV & V Area	-	-	2,600,000	-	-	-	-	-	-	-
ES-502	Bruton High School	-	1,500,000	-	-	-	-	-	-	-	-
ES-504	Hornsbyville Area	-	1,200,000	-	-	-	-	-	-	-	-
ES-510	Moore's Creek Area	800,000	-	-	-	-	-	-	-	-	-
ES-511	National Lane Area	-	-	-	-	100,000	650,000	-	-	-	-
ES-512	Dare/Jethro Lane Area	-	-	-	-	465,000	-	-	-	-	-
ES-513	Kentucky Farms Area	-	-	-	-	-	250,000	1,400,000	-	-	-
ES-514	Sinclair Area	-	-	-	250,000	1,000,000	-	-	-	-	-
ES-515	Schenck Estates Area	-	-	-	-	-	-	500,000	2,500,000	-	-
ES-516	Big Bethel Area	-	-	-	-	-	-	-	500,000	1,500,000	-
ES-518	Whites/Faulkner Area	-	-	-	-	-	-	-	-	500,000	3,000,000
ES-519	Burt's Road	-	-	-	-	-	-	-	-	-	1,000,000
ES-520	Payne's Road	-	-	-	-	-	250,000	-	-	-	-
ES-8170	Work Management Software Replacement	-	375,000	-	-	-	-	-	-	-	-
ES-8500	Sewer Line Rehabilitation	800,000	1,100,000	1,400,000	1,400,000	1,600,000	1,600,000	1,800,000	1,800,000	2,000,000	2,000,000
ES-8502	Pump Station Rehabilitation	500,000	600,000	600,000	600,000	700,000	700,000	700,000	800,000	800,000	800,000
ES-8504	SCADA Automated Control Monitoring System Replacement	-	-	-	-	-	-	2,000,000	-	-	-
ES-8510	Wood Chipper Replacement	-	40,000	-	-	-	-	-	-	-	-
ES-8511	Utility Construction Van Replacement	-	120,000	-	-	-	-	-	-	-	-
ES-8512	Closed Circuit TV Van Replacement	-	-	-	400,000	-	-	-	-	-	-
ES-8513	Excavator Replacement	-	-	-	-	250,000	-	-	-	-	-
ES-8514	Tandem Dump Truck Replacement	-	-	-	-	-	250,000	-	-	-	-
	Total Sewer Projects	<u>2,100,000</u>	<u>4,935,000</u>	<u>4,600,000</u>	<u>2,650,000</u>	<u>4,415,000</u>	<u>5,100,000</u>	<u>6,400,000</u>	<u>5,600,000</u>	<u>4,800,000</u>	<u>6,800,000</u>
	Total All Enterprise Funds	<u>4,512,000</u>	<u>4,935,000</u>	<u>4,734,000</u>	<u>2,650,000</u>	<u>4,415,000</u>	<u>5,100,000</u>	<u>6,860,000</u>	<u>5,600,000</u>	<u>4,800,000</u>	<u>6,800,000</u>
	Total All Capital Projects	<u>\$ 8,856,700</u>	<u>\$ 9,124,500</u>	<u>\$ 10,975,200</u>	<u>\$ 25,938,600</u>	<u>\$ 12,181,900</u>	<u>\$ 11,827,430</u>	<u>\$ 13,362,000</u>	<u>\$ 8,156,900</u>	<u>\$ 10,304,700</u>	<u>\$ 10,352,000</u>

Note: For FY2014, the only project funded in the General Fund is ES-8561 "Drainage Improvement Projects" for \$150,000.

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**GENERAL FUND
FUND 10
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 15,547,246
Projected FY2013 Revenues		
Local	\$ 112,119,830	
State and Federal	13,555,691	
Other financing sources	<u>1,801,053</u>	
Total	\$ 127,476,574	
Projected FY2013 Expenditures		<u>127,476,574</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ 15,547,246
Projected FY2014 Revenues		
Local	\$ 114,659,435	
State and Federal	13,706,683	
Other financing sources	<u>1,737,787</u>	
Total	\$ 130,103,905	
Projected FY2014 Expenditures		<u>130,103,905</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u>\$ 15,547,246</u>

General Fund Revenues

	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% Change
Revenue Local Sources								
30311 General Property Taxes								
1010 Real estate taxes	\$ 57,879,379	\$ 57,760,151	\$ 61,007,570	\$ 64,321,000	\$ 64,321,000	\$ 65,469,500	\$ 1,148,500	1.8%
2010 Public Service Corp	2,841,721	2,930,460	2,613,343	2,600,000	2,600,000	3,100,000	500,000	19.2%
3010 Personal property taxes	10,582,606	10,552,248	10,818,453	10,862,000	10,862,000	11,286,000	424,000	3.9%
3060 Mobile home taxes	23,304	23,476	21,905	23,000	23,000	23,000	-	0.0%
4010 Machinery/Tools	3,617,121	4,418,406	2,350,585	300,000	300,000	370,000	70,000	23.3%
4020 Del Tax-Machinery/Tool	-	-	3,715	-	-	-	-	0.0%
5010 Boat > 5 Tons	104,454	79,858	84,939	80,000	80,000	80,000	-	0.0%
6010 Penalties	478,234	457,127	566,217	475,000	475,000	400,000	(75,000)	-15.8%
6020 Interest	216,075	198,105	301,747	200,000	200,000	200,000	-	0.0%
Subtotal	<u>75,742,894</u>	<u>76,419,831</u>	<u>77,768,474</u>	<u>78,861,000</u>	<u>78,861,000</u>	<u>80,928,500</u>	<u>2,067,500</u>	<u>2.6%</u>
30312 Other Local Taxes								
1000 Local sales tax	8,757,706	8,457,783	8,859,233	9,100,000	9,100,000	9,100,000	-	0.0%
1100 Lodging tax	3,005,252	3,145,828	3,178,539	3,150,000	3,150,000	3,200,000	50,000	1.6%
1111 Lodging tax penalty	3,641	6,336	1,353	-	-	-	-	0.0%
1112 Lodging tax interest	1,530	2,698	299	-	-	-	-	0.0%
1200 Meals tax	5,035,068	5,242,849	5,357,301	5,200,000	5,200,000	5,500,000	300,000	5.8%
1211 Meals tax penalty	7,701	5,346	5,342	-	-	-	-	0.0%
1212 Meals tax interest	3,286	3,046	8,922	-	-	-	-	0.0%
3010 Occupational license	5,307,320	5,598,116	5,698,850	5,450,000	5,450,000	5,600,000	150,000	2.8%
3011 Occupational license penalty	25,858	29,452	18,413	20,000	20,000	20,000	-	0.0%
3012 Occupational license interest	16,311	18,542	10,680	15,000	15,000	15,000	-	0.0%
3020 Utility consumption tax	281,203	250,587	233,759	260,000	260,000	250,000	(10,000)	-3.8%
3050 Short-term rental	17,205	15,097	13,843	18,000	18,000	12,000	(6,000)	-33.3%
3060 Motor vehicle rental tax	64,612	61,657	83,067	65,000	65,000	80,000	15,000	23.1%
4000 Communications sales tax	1,376,864	1,370,049	1,342,206	1,400,000	1,400,000	1,385,000	(15,000)	-1.1%
5010 Motor vehicle license	1,474,552	1,485,763	1,514,549	1,500,000	1,500,000	1,300,000	(200,000)	-13.3%
6000 Bank franchise tax	235,207	313,335	265,232	250,000	250,000	265,000	15,000	6.0%
6001 Bank franchise penalty	-	105	-	-	-	-	-	0.0%
6012 Franchise tax - Verizon surcharge	259	502	735	-	-	-	-	0.0%
7010 Recordation tax	231,825	270,908	250,631	250,000	250,000	250,000	-	0.0%
7011 Recordation/Grantor's tax	418,917	223,446	385,176	400,000	400,000	400,000	-	0.0%
7030 Deeds of conveyance	993,253	743,769	968,478	950,000	950,000	1,000,000	50,000	5.3%
Subtotal	<u>27,257,570</u>	<u>27,245,214</u>	<u>28,196,608</u>	<u>28,028,000</u>	<u>28,028,000</u>	<u>28,377,000</u>	<u>349,000</u>	<u>1.2%</u>
30313 Permits, Fees, Regulatory Licenses								
0751 DMV fees	-	2,926	-	-	-	-	-	0.0%
0752 Credit card fees	1,923	-	728	-	-	-	-	0.0%
1010 Dog license	46,637	48,482	42,242	45,000	45,000	45,000	-	0.0%
3010 Wetlands permits	1,500	1,200	2,400	1,800	1,800	2,000	200	11.1%
3011 Ches Bay application fees	5,000	4,000	3,250	3,000	3,000	3,500	500	16.7%
3012/3014 Sheriff conceal weapon fees	18,556	20,188	24,129	1,500	10,092	25,000	23,500	1566.7%
3020 Zoning fees	9,247	7,410	10,803	10,000	10,000	10,000	-	0.0%
3021 Plan review fees	6,884	9,781	5,763	8,000	8,000	10,000	2,000	25.0%
3022 Map maint fees	4,376	4,305	5,622	4,500	4,500	5,000	500	11.1%
3023 Planning/Public Works insp fees	3,183	2,285	2,062	3,200	3,200	5,000	1,800	56.3%
3024 Board of Zoning/Subdivision	1,000	1,750	1,250	1,500	1,500	1,500	-	0.0%
3025 Zoning verification	500	100	300	-	-	300	300	100.0%
3030 Land transfer fees	10,124	6,470	6,205	9,000	9,000	9,000	-	0.0%
3040 Electrical inspection fees	81,284	53,879	51,987	76,000	76,000	80,000	4,000	5.3%
3041 Electrical inspection State surcharge	1,351	968	966	1,520	1,520	1,600	80	5.3%
3042 Reinspection electrical	1,700	500	1,125	1,200	1,200	1,200	-	0.0%
3050 Plumbing inspection fees	88,961	63,080	59,759	86,000	86,000	82,000	(4,000)	-4.7%
3051 Plumbing inspection State surcharge	1,528	1,196	1,157	1,720	1,720	1,640	(80)	-4.7%
3052 Reinspection plumbing	800	750	50	800	800	1,000	200	25.0%
3060 Building inspection fees	215,859	172,091	166,572	215,000	215,000	215,000	-	0.0%
3061 Building inspection State surcharge	3,405	2,867	2,910	4,300	4,300	4,300	-	0.0%
3062 Reinspection building	1,455	1,750	950	2,000	2,000	2,000	-	0.0%
3070 Plat fees	60	150	-	-	-	-	-	0.0%
3090 Erosion inspection fees	8,268	7,522	14,996	11,040	11,040	15,000	3,960	35.9%
3110 Mechanical inspection fees	74,810	52,332	53,059	76,000	76,000	76,000	-	0.0%
3111 Mechanical inspection State surcharge	1,281	991	1,040	1,520	1,520	1,520	-	0.0%
3112 Reinspection mechanical	550	606	250	500	500	500	-	0.0%
3180 Yard sale permits	10	5	-	-	-	-	-	0.0%
3200 Land disturbance permit	7,950	3,700	6,975	3,000	3,000	7,000	4,000	133.3%
3300 Land use revalidation	50	50	-	-	-	-	-	0.0%
3400 Open burning permit fees	-	-	100	-	-	-	-	0.0%
3970 Misc permits & licenses	-	200	1,540	-	-	1,000	1,000	100.0%
Subtotal	<u>598,252</u>	<u>471,534</u>	<u>468,190</u>	<u>568,100</u>	<u>576,692</u>	<u>606,060</u>	<u>37,960</u>	<u>6.7%</u>

General Fund Revenues

	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% Change
30314 Fines & Forfeitures								
0300 Parking fines	2,120	3,580	5,770	5,000	5,000	6,000	1,000	20.0%
1010 Animal control fines	535	757	200	600	600	600	-	0.0%
1011 False alarm fines	100	300	-	200	200	200	-	0.0%
1012 Miscellaneous FLS fines	85	-	-	-	-	-	-	0.0%
2000 Restitution	1,277	4,929	3,460	1,500	1,500	2,500	1,000	66.7%
4010 Court fines	223,702	220,951	253,110	225,000	225,000	225,000	-	0.0%
4011 Assessment courthouse	29,551	26,467	25,068	30,000	30,000	30,000	-	0.0%
4012 Courthouse security	102,720	93,523	90,298	100,000	100,000	100,000	-	0.0%
4013 Jail admission fee	9,847	9,400	9,512	8,000	8,000	10,000	2,000	25.0%
4014 Commonwealth Atty bad check fee	575	30	42	-	-	-	-	0.0%
5000 Wetlands civil charges	30	-	-	-	-	-	-	0.0%
5001 Chesapeake Bay violations	627	-	-	-	-	-	-	0.0%
9090 Miscellaneous fines	-	-	100	-	-	-	-	0.0%
Subtotal	<u>371,169</u>	<u>359,937</u>	<u>387,560</u>	<u>370,300</u>	<u>370,300</u>	<u>374,300</u>	<u>4,000</u>	<u>1.1%</u>
30315 Use of Money and Property								
1001 Unrealized gain (loss) on invmts	(74,498)	8,746	(26,667)	-	-	-	-	0.0%
1010 Interest	36,386	27,467	55,335	100,000	100,000	60,000	(40,000)	-40.0%
2010 Rents	141,425	141,350	16,619	15,000	15,000	18,000	3,000	20.0%
2010-001 Freight shed rentals	42,842	30,932	28,152	40,000	40,000	55,000	15,000	37.5%
2013 Facility costs - YPDSS	-	-	21,468	21,500	21,500	19,860	(1,640)	-7.6%
2015 Telephone service agreement	26,225	24,844	25,043	25,300	25,300	25,600	300	1.2%
2020 Tower rent	183,399	231,827	182,869	150,000	150,000	185,000	35,000	23.3%
2060 Sale of equipment	12,723	10,848	90,578	15,000	15,000	15,000	-	0.0%
2061 Disposal-surplus property	-	5,415	6,071	-	-	-	-	0.0%
2100 Sale of land/bldgs	-	-	11,000	-	-	-	-	0.0%
8016-200 YCSC concession commissions	-	-	9,797	10,000	10,000	10,000	-	0.0%
8016-200-001 YCSC billboard advertising	-	-	-	-	-	5,000	5,000	100.0%
Subtotal	<u>368,502</u>	<u>481,429</u>	<u>420,265</u>	<u>376,800</u>	<u>376,800</u>	<u>393,460</u>	<u>16,660</u>	<u>4.4%</u>
30316 Charges for Services								
1010 Excess Clerk of Court	179,213	91,206	106,599	100,000	100,000	115,000	15,000	15.0%
1011 DNA/blood	492	534	479	500	500	500	-	0.0%
1014 Land records-secure remote	22,100	29,950	31,800	25,000	25,000	30,000	5,000	20.0%
2010 Chg Commonwealth's Attny	2,088	2,968	5,981	2,500	2,500	5,000	2,500	100.0%
2510 Court Appointed Attny Fees	8,247	6,451	8,107	6,000	6,000	9,000	3,000	50.0%
2600 Admin fees - payroll deductions	2,739	2,910	2,930	3,000	3,000	3,000	-	0.0%
3010 Sheriff fees	3,631	3,831	3,631	3,600	3,600	3,600	-	0.0%
3013 Sheriff special fees	102,516	149,618	122,261	88,810	88,810	88,810	-	0.0%
3013-007 Sheriff/Schools & school	-	-	49,831	-	21,237	-	-	0.0%
3020 Public Safety pers fees	1,014	-	-	-	-	-	-	0.0%
3130 FLS Command School	-	1,875	-	-	-	-	-	0.0%
3130-004 RAE Systems Course	-	-	13,570	-	-	-	-	0.0%
3321 Medic transport fee recovery	220,687	1,038,544	1,282,533	1,200,000	1,200,000	1,300,000	100,000	8.3%
3356 E911 Banquet	-	14,883	-	-	-	-	-	0.0%
3613 Admin fees-Sheriff	-	5,278	9,157	-	-	9,000	9,000	100.0%
5000 Treasurer-Sheriff fee recovery	520	544	256	-	-	300	300	100.0%
6010 Mosquito Control	16,270	16,660	3,623	16,300	16,300	5,000	(11,300)	-69.3%
8010 Recreation fees/admissions	160,810	178,870	197,470	266,662	266,662	255,000	(11,662)	-4.4%
8011 Senior activities fees	4,867	5,099	12,899	8,000	8,000	19,000	11,000	137.5%
8013 Admission fee/rental skate R&R	25,658	27,062	-	30,335	30,335	30,000	(335)	-1.1%
8014 Sports camps & classes	63,218	47,067	54,502	69,200	69,200	65,000	(4,200)	-6.1%
8015 Instructional classes	57,667	60,278	42,149	69,480	69,480	50,000	(19,480)	-28.0%
8016 Concessions - Skate R&R	7,000	9,044	-	7,000	7,000	9,000	2,000	28.6%
8016-001 Concessions - Back Creek Pk	128	135	122	200	200	200	-	0.0%
8016-002 Concessions - New Qtr Pk	13,363	17,895	12,916	16,000	16,000	14,000	(2,000)	-12.5%
8016-200 Concessions - Sports Complex	74,829	46,708	-	-	-	-	-	0.0%
8020 Park facility fees & programs	49,408	62,116	59,332	71,810	71,810	60,000	(11,810)	-16.4%
8020-200 Park facility fees & prog - Sprts Cplx	37,446	57,940	49,180	66,000	66,000	60,000	(6,000)	-9.1%
8021 Safety Town registration	-	-	-	-	5,000	5,000	5,000	100.0%
8214 Document Reprod Costs	-	-	720	-	-	-	-	0.0%
8410 Library fines	45,796	40,673	35,499	45,000	45,000	36,000	(9,000)	-20.0%
8420 Book replacement	7,982	9,383	8,536	8,500	8,500	8,500	-	0.0%
8430 Library copier	15,031	15,745	14,540	15,000	15,000	15,000	-	0.0%
8610 Sale of ordinances	100	57	-	100	100	-	(100)	-100.0%
8620 Sale of maps	49	-	77	50	50	50	-	0.0%
8621 GIS/CSS services	12,229	11,465	7,242	10,000	10,000	10,000	-	0.0%
8621-001 GIS/CSS services - R/E Info	-	-	1,265	-	-	-	-	0.0%
8623 Sale copies video tapes	-	-	670	-	-	-	-	0.0%
8630 Sale of copies	221	151	77	100	100	100	-	0.0%
8631 Sale of copies-Sheriff	-	1,680	1,955	-	670	-	-	0.0%
9001 Victim-Witness PTEAP conference	5,692	-	-	-	-	-	-	0.0%
9550-001 Safety Town registration	2,080	2,455	4,850	5,000	-	-	(5,000)	-100.0%
9990 Miscellaneous charges	602	-	-	-	-	-	-	0.0%
Subtotal	<u>1,143,693</u>	<u>1,959,075</u>	<u>2,144,759</u>	<u>2,134,147</u>	<u>2,156,054</u>	<u>2,206,060</u>	<u>71,913</u>	<u>3.4%</u>

General Fund Revenues

	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% Change
30317 Fiscal Agent Fees & Administration								
1021 Solid Waste fund	21,000	21,000	34,753	36,000	36,000	37,000	1,000	2.8%
1024 Water Utility fund	8,000	8,000	10,000	2,900	2,900	2,900	-	0.0%
1025 Sewer Utility fund	26,000	26,000	41,200	43,100	43,100	43,100	-	0.0%
1091 Colonial Behavioral Health fund	106,098	110,633	108,231	100,000	100,000	100,000	-	0.0%
1094 Col Group Home Commission fund	17,723	17,841	16,149	17,500	17,500	17,500	-	0.0%
Subtotal	178,821	183,474	210,333	199,500	199,500	200,500	1,000	0.5%
30318 Miscellaneous								
2022 Victim Witness donations	-	-	349	-	-	-	-	0.0%
3010 Prior year exp refunds	52,111	90,051	85,906	25,000	25,000	35,000	10,000	40.0%
3012 Prior year forfeit flex	2,935	7,320	1,786	-	-	-	-	0.0%
3027 Sheriff-Donations	3,725	1,220	1,231	-	855	-	-	0.0%
3320 FLS Donations - programs	17,729	13,848	10,613	-	11,519	-	-	0.0%
3321 FLS Donations - volunteers	19,719	1,635	375	-	400	-	-	0.0%
4000 Signs Chesapeake Bay/Wetlands	-	-	170	-	-	-	-	0.0%
4001 Earth Day donations	1,750	1,950	1,750	-	-	-	-	0.0%
4448 Donation - Litter/Beautification	-	250	-	-	-	-	-	0.0%
5029 P-Card rebates	-	-	-	-	-	20,000	20,000	100.0%
6000 Donation - Library foundation	-	-	-	-	100	-	-	0.0%
6010 Library - donations	11,374	6,586	10,469	-	9,956	-	-	0.0%
6060 Tax Sale - excess proceeds	-	60,815	30,459	-	-	-	-	0.0%
7001 Yorktown Go Green initiative	2,000	-	-	-	-	-	-	0.0%
7002 York Youth Lacrosse donation	-	1,000	-	-	-	-	-	0.0%
7432 PAA utility contribution - Senior Center	-	3,600	3,600	-	1,800	3,600	3,600	100.0%
9000 Housing - donations	-	500	500	-	-	-	-	0.0%
9012 SEAST Rural Comm Assistance	3,000	-	-	-	-	-	-	0.0%
9013 Home Depot Grant	-	-	1,262	-	-	-	-	0.0%
9014 Housing Donation - Temp Relocation	-	-	1,250	-	-	-	-	0.0%
9021 Tennis grant	-	1,000	-	-	-	-	-	0.0%
9080 Misc repairs/damages	-	675	-	-	-	-	-	0.0%
9090 Miscellaneous	85,195	47,915	24,041	45,000	45,000	25,000	(20,000)	-44.4%
9092 Miscellaneous maint premises	5,310	9,382	17,316	5,000	5,000	20,000	15,000	300.0%
9095-200 Vending machine-Sports Complex	524	532	-	-	-	-	-	0.0%
9098 Safety Town donations	7,710	4,530	4,175	-	1,550	-	-	0.0%
9099 Local recycling	-	275	6	-	-	-	-	0.0%
9220 Return checks	12,240	10,341	10,644	10,000	10,000	10,000	-	0.0%
9230 Admin fees	127,619	132,782	117,337	130,000	130,000	130,000	-	0.0%
9270 VML Risk Mgmt grant	-	1,928	-	-	-	-	-	0.0%
9533-001 Sentara Regional Med Ctr grant	-	-	2,461	-	-	-	-	0.0%
9622 VAHMRS donation #583 Haz	20,000	20,000	30,000	-	-	-	-	0.0%
9712 Zweibruken donations	-	-	-	-	300	-	-	0.0%
Subtotal	372,941	418,135	355,700	215,000	241,480	243,600	28,600	13.3%
30319 Recovered Costs								
1510 York-Poquoson courthouse	331,899	368,804	385,054	408,300	408,300	411,500	3,200	0.8%
1999 Hurricane/Training wages	38,321	3,217	-	-	-	-	-	0.0%
1999-005 HRMMRS Reimb wages	-	-	3,077	-	4,143	-	-	0.0%
1999-007 VATF2 Training wages	-	-	1,040	-	2,560	-	-	0.0%
1999-010 VATF2 Deployment wages	-	-	10,570	-	27,074	-	-	0.0%
1999-011 Rockbridge Cty Mutual Aid wages	-	-	4,903	-	-	-	-	0.0%
1999-012 HRIMT wages	-	-	-	-	2,700	-	-	0.0%
2010 Streetlight install	32,664	11,965	3,835	20,000	20,000	8,000	(12,000)	-60.0%
2020 Streetlight costs	5,041	2,988	1,469	5,000	5,000	5,000	-	0.0%
2030 Signage	-	-	2,085	-	-	2,000	2,000	100.0%
2999 Hurricane/Training fringes	5,056	246	-	-	-	-	-	0.0%
2999-010 VATF2 Deployment fringes	-	-	809	-	5,098	-	-	0.0%
2999-011 Rockbridge Cty Mutual Aid fringes	-	-	935	-	-	-	-	0.0%
3311 Williamsburg Public Safety	4,281	-	2,400	-	-	-	-	0.0%
3330 Reg Radio System MOU	-	-	22,500	-	-	45,000	45,000	100.0%
3356 Poquoson 911 merger	296,500	296,500	296,500	306,581	306,581	313,020	6,439	2.1%
3358 Williamsburg 911 merger	516,363	502,389	508,788	526,087	526,087	537,135	11,048	2.1%
3360 E911 CAD Implementation	-	-	54,800	-	-	-	-	0.0%
5210-001 Postage reimb-Commsr of Accts	815	533	1,081	600	600	600	-	0.0%
5210-002 Postage reimb-EDA	1	1	-	-	-	-	-	0.0%
5230-001 Land phone reimb - Commsr of Accts	-	24	23	-	-	-	-	0.0%
5365 Flu shots	-	-	856	-	-	-	-	0.0%
5510 HRIMT meal reimbursement	-	-	-	-	306	-	-	0.0%
6831 Poquoson Cooperative Extension share	-	-	-	-	-	7,700	7,700	100.0%
7431-100-073 RWL Repairs & Maintenance	-	-	-	-	1,514	-	-	0.0%
7434-100-073 RWL Repairs & Maintenance	-	-	-	-	41	-	-	0.0%
Subtotal	1,230,941	1,186,667	1,300,725	1,266,568	1,310,004	1,329,955	63,387	5.0%
Total Local	107,264,783	108,725,296	111,252,614	112,019,415	112,119,830	114,659,435	2,640,020	2.4%

General Fund Revenues

	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% Change
Revenue from the State								
30322 State Non-Categorical Aid								
1030 Mobile home	8,898	19,523	5,228	9,000	9,000	9,000	-	0.0%
1040 Rolling stock	17,542	5,233	16,091	15,000	15,000	15,000	-	0.0%
3010 Prs Prp Tax Relief Act (PPTRA)	8,741,406	8,741,680	8,741,680	8,741,680	8,741,680	8,741,680	-	0.0%
9999 Local Aid to Commonwealth	(190,660)	(245,521)	(255,753)	(255,752)	(255,752)	-	255,752	-100.0%
Subtotal	8,577,186	8,520,915	8,507,246	8,509,928	8,509,928	8,765,680	255,752	3.0%
30323 State Shared Expenses								
1010 Cmnw Attorney salary	428,858	445,518	434,190	451,000	451,000	466,020	15,020	3.3%
1020 Cmnw Attorney office expense	5,160	38,410	3,415	-	-	-	-	0.0%
1050 Cmnw Attorney fringe	50,252	41,303	37,360	41,000	41,000	41,820	820	2.0%
3010 Comm Revenue salary	176,756	169,945	169,945	169,000	169,000	172,380	3,380	2.0%
3020 Comm Revenue office exp/mileage	587	-	-	-	-	-	-	0.0%
3050 Comm Revenue fringe	18,657	14,311	12,404	12,000	12,000	12,240	240	2.0%
4010 Treasurer salary	150,555	136,247	136,863	136,000	136,000	138,720	2,720	2.0%
4020 Treasurer office expense/mileage	708	-	-	-	-	-	-	0.0%
4050 Treasurer fringe	14,125	9,992	6,830	6,000	6,000	6,120	120	2.0%
6010 Registrar salary	44,178	39,400	36,591	39,400	39,400	37,000	(2,400)	-6.1%
6011 Registrar/Elect BD Pres	-	-	20,133	-	-	-	-	0.0%
6110 Electoral Board salary	8,480	7,563	8,293	7,500	7,500	7,500	-	0.0%
6130 Electoral Board mileage	592	-	-	-	-	-	-	0.0%
7010 Sheriff salary	2,055,221	2,261,916	2,255,858	2,263,000	2,263,000	2,308,260	45,260	2.0%
7050 Sheriff fringe	254,061	219,970	213,678	212,000	212,000	216,240	4,240	2.0%
9010 Clerk of Court salary	364,001	407,138	377,356	406,000	406,000	414,120	8,120	2.0%
9020 Clerk of Court mileage	4,810	524	8,643	-	-	-	-	0.0%
9022 Clerk of Court equipment	71,398	34,214	65,899	-	31,614	-	-	0.0%
9030 Clerk of Court fringe	26,492	22,795	18,621	21,000	21,000	21,420	420	2.0%
Subtotal	3,674,891	3,849,246	3,806,079	3,763,900	3,795,514	3,841,840	77,940	2.1%
30324 State Categorical Aid								
1760 VJCCCA	70,785	54,343	54,684	54,684	54,684	54,684	-	0.0%
3160 VA Supreme Court - Extradition	14,465	13,422	3,345	-	3,829	-	-	0.0%
4060 Drug Asset - Sheriff	5,866	7,098	4,521	-	14,061	-	-	0.0%
4061 Drug Asset - Comm Atty	4,022	1,005	6,137	-	10	-	-	0.0%
4090 Library Grant	170,316	150,220	147,983	145,143	148,105	147,247	2,104	1.4%
5210 Court Service postage	10,601	11,266	10,749	10,300	10,300	11,100	800	7.8%
8000 Wireless E-911 servs	227,292	283,469	262,236	265,000	265,000	229,000	(36,000)	-13.6%
8908-212 FEMA - Hurricane Irene	-	-	4,991	-	-	-	-	0.0%
9556 VA E911 Services Education grant	-	-	2,000	-	2,000	-	-	0.0%
Subtotal	503,347	520,823	496,646	475,127	497,989	442,031	(33,096)	-7.0%
30326 State Grants								
2200 Four for Life	57,100	61,414	58,897	53,423	53,423	58,897	5,474	10.2%
2220 Fire Protection	155,317	162,552	175,000	155,317	157,500	157,500	2,183	1.4%
2220-002 Fire Prog Training Mini-grant	3,679	-	-	-	-	-	-	0.0%
2221 VFIRS Comp Hardware	-	-	-	-	-	-	-	0.0%
2236 DMV Animal Sterilization	1,261	1,374	1,261	-	1,425	-	-	0.0%
2237 Tax/Spay & Neuter Fund	196	373	456	-	371	-	-	0.0%
2260 Rescue grant	13,317	-	-	-	-	-	-	0.0%
2280 Emergency Services Radiology	25,000	25,000	25,000	25,000	35,000	25,000	-	0.0%
2281 Dept Emg Svc-Rad-emer generators	-	17,000	-	-	-	-	-	0.0%
2291-210 RSAF/911 grant	-	6,064	-	-	-	-	-	0.0%
3340 DCJS Victim/Witness	23,252	23,252	23,593	94,869	23,717	23,717	(71,152)	-75.0%
3500 Emergency Home Repair	5,503	6,856	10,474	5,510	5,510	-	(5,510)	-100.0%
3502 Accessibility Rehab Program	-	-	-	-	1,800	-	-	0.0%
3700 VA Commission of Arts	5,000	5,000	5,000	-	5,000	-	-	0.0%
9098 Highway Safety/Safety Town	870	-	-	-	-	-	-	0.0%
9523 DCJS - Triad Crime Prevent	2,025	-	-	-	-	-	-	0.0%
9715 VDEM - Hazmat	10,000	20,000	-	-	10,000	-	-	0.0%
Subtotal	302,520	328,885	299,681	334,119	293,746	265,114	(69,005)	-20.7%
Total State	13,057,944	13,219,869	13,109,652	13,083,074	13,097,177	13,314,665	231,591	1.8%

General Fund Revenues

	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% Change
Revenue from the Federal Government								
30331 Federal Paid in Lieu of Tax								
1010 Payment in lieu of taxes	9,500	9,578	9,776	9,500	9,500	9,500	-	0.0%
Subtotal	9,500	9,578	9,776	9,500	9,500	9,500	-	0.0%
30333 Federal Categorical Aid								
1011 Criminal Alien Asst Program	8,938	13,160	9,891	-	5,228	-	-	0.0%
1500 Housing Assistance Vouchers	106,746	115,798	114,816	120,000	120,000	120,000	-	0.0%
1999-007 FEMA Urban S&R reimb wages	1,304	-	-	-	-	-	-	0.0%
2999-007 FEMA Urban S&R reimb fringes	100	-	-	-	-	-	-	0.0%
3340 DCJS Victim Witness	69,757	69,757	70,777	-	71,152	71,152	71,152	100.0%
3341 DCJS Domestic Violence	23,016	25,649	27,366	27,366	27,366	27,366	-	0.0%
3412 DMV-Sheriff grants	19,923	23,406	25,782	-	29,430	-	-	0.0%
4044 Homeland Security - Overtime Invstgtns	-	-	198	-	1,566	-	-	0.0%
4045 DEA overtime	22,907	13,367	11,337	-	-	-	-	0.0%
4046 DEA WAR	-	2,848	19,562	-	-	-	-	0.0%
4050 Bulletproof Vest Ptrnship	6,520	7,265	4,323	-	-	-	-	0.0%
4060 Drug Asset - Sheriff	36,997	19,728	33,733	-	5,278	-	-	0.0%
4061 Drug Asset - Cmnw Attorney	1,736	1,337	319	-	1,374	-	-	0.0%
4100 Sheriff-BJA Grant	11,841	12,053	11,422	-	10,120	-	-	0.0%
5010 VHDA FSS Coord Fund	39,132	39,032	-	-	-	-	-	0.0%
5012 VHDA Homebuy Educ/Counsel	700	2,750	-	-	-	-	-	0.0%
5012-211 VHDA Homebuy Educ/Counsel	-	-	2,200	-	-	-	-	0.0%
6000 Soc Svcs CAP reimbursement	64,883	90,553	89,969	100,000	100,000	100,000	-	0.0%
7010-300 ARRA Sheriff salary	135,223	-	-	-	-	-	-	0.0%
7050-300 ARRA Sheriff fringes	10,345	-	-	-	-	-	-	0.0%
8010 Civil Defense salary	45,529	45,529	45,529	45,000	45,000	45,000	-	0.0%
8400 Library E-Rate	13,247	-	12,768	-	-	19,000	19,000	100.0%
8908-212 FEMA - Hurricane Irene	-	-	23,397	-	-	-	-	0.0%
8997-002 Electoral Board equipment	-	-	2,500	-	-	-	-	0.0%
9001 VW-PTEAP Grant	47,151	-	-	-	-	-	-	0.0%
9100 DHHS JSI National Women's	-	-	-	-	2,500	-	-	0.0%
9533 FEMA-DHS AFG Grant #624	-	-	9,844	-	-	-	-	0.0%
9580 VDEM-Citizen Corps	-	22,536	-	-	-	-	-	0.0%
9590 Grt #564 VDH Preventing	13,348	-	-	-	-	-	-	0.0%
9591 Grt #565 VDH Preventing Injury	-	3,808	-	-	-	-	-	0.0%
9593-210 2008 SHSP Hazmat #532	-	15,681	-	-	-	-	-	0.0%
9593-211 2009 SHSP Hazmat #590	-	-	14,484	-	-	-	-	0.0%
9594 CDBG-Barlow Rd Gr#586	5,000	-	-	-	-	-	-	0.0%
9596 Housing Choice Voucher	-	3,000	-	-	-	-	-	0.0%
9597 VDH Grant#610 Prev Fire Relief	-	851	-	-	-	-	-	0.0%
9640 CDBG Springfield	-	-	-	-	30,000	-	-	0.0%
9650-300 ARRA BJA - JAG Tasers	48,950	-	-	-	-	-	-	0.0%
Subtotal	733,293	528,108	530,217	292,366	449,014	382,518	90,152	30.8%
Total Federal	742,793	537,686	539,993	301,866	458,514	392,018	90,152	29.9%
Other Financing Sources								
30341 Non-Revenue Receipts								
1010 Insurance Recovery	19,598	4,782	22,724	-	12,738	-	-	0.0%
1010-002 Ins Recvry - 2009 Nor'easter	4,797	581	-	-	-	-	-	0.0%
8908-212 Ins Recvry - Hurricane Irene	-	-	10,227	-	-	-	-	0.0%
Subtotal	24,395	5,363	32,951	-	12,738	-	-	0.0%
30351 Transfer from Other Funds								
1010 School Grounds maintenance	1,129,722	1,129,722	1,121,365	1,121,365	1,121,365	1,121,365	-	0.0%
1011 Carryover Fund	168,515	512,974	842,941	-	-	-	-	0.0%
1012 School Resource officers	255,492	252,923	270,094	297,640	297,640	294,450	(3,190)	-1.1%
1016 School Video Services	76,779	78,042	76,142	83,590	83,590	86,250	2,660	3.2%
1018 School Radio Maintenance	85,720	85,720	85,720	85,720	85,720	85,720	-	0.0%
1050 School Year-End Reversion	237,794	300,413	359,525	-	-	-	-	0.0%
1050-001 School QLMS & Yk High Land	1	1	1	-	-	1	1	100.0%
1050-002 School Bus parking lot	2	1	1	-	-	1	1	100.0%
1050-003 School - ARRA Jobs grant	-	300,000	-	-	-	-	-	0.0%
1054 School Carryover Reversion	157,216	90,151	77,281	-	-	-	-	0.0%
1063 CDA Special Rev Fd Facilities	275,625	289,405	300,000	200,000	200,000	150,000	(50,000)	-25.0%
1073 EDA Capital Fund	-	482,720	-	-	-	-	-	0.0%
1079 County Capital Fund	-	300,000	-	-	-	-	-	0.0%
Subtotal	2,386,866	3,822,072	3,133,070	1,788,315	1,788,315	1,737,787	(50,528)	-2.8%
Total Other Sources	2,411,261	3,827,435	3,166,021	1,788,315	1,801,053	1,737,787	(50,528)	-2.8%
General Fund Total	\$ 123,476,781	\$ 126,310,286	\$ 128,068,280	\$ 127,192,670	\$ 127,476,574	\$ 130,103,905	\$ 2,911,235	2.3%

GENERAL FUND REVENUES

General Property Taxes

The County levies real estate taxes on all real estate within its boundaries, except that exempted by statute, each year as of January 1, based on the estimated market value of the property, with semi-annual payments due June 25 and December 5. All real estate property is assessed biennially.

The County levies personal property taxes on motor vehicles and tangible personal business property. These levies are made each year as of January 1, with semiannual payments due June 25 and December 5.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Real Estate	\$ 64,321,000	\$ 65,469,500	\$ 1,148,500	1.8%
Public Service	2,600,000	3,100,000	500,000	19.2%
Personal Property	10,862,000	11,286,000	424,000	3.9%
Mobile Homes	23,000	23,000	-	0.0%
Machinery & Tools	300,000	370,000	70,000	23.3%
Boats	80,000	80,000	-	0.0%
Penalties	475,000	400,000	(75,000)	-15.8%
Interest	200,000	200,000	-	0.0%
Total	<u>\$ 78,861,000</u>	<u>\$ 80,928,500</u>	<u>\$ 2,067,500</u>	2.6%

FY2014 Budget Comments

Fiscal year 2014 is not a general reassessment year. The Adopted Budget includes a \$0.01 cent real estate tax increase, raising the rate from \$0.7415 per \$100 of assessed valuation to \$0.7515. Public Service Corporation tax revenue is projected to increase. The Virginia Department of Taxation bases its assessment of public service corporations on the sales ratio analysis it performs on the prior year's assessment data compared to current sales data. The budget for personal property taxes and taxes on machinery & tools has been adjusted to reflect the current upward trend. Finally, the budget for penalties has been adjusted based on a change in policy for assessing penalties on delinquent accounts.

Other Local Taxes

Sales Tax

The State currently collects a five percent (5%) sales tax from retailers and distributes one percent (1%) of this amount to the County monthly. The General Assembly's Proposed Budget includes an increase in sales tax to 5.3%, with the additional amount earmarked for transportation improvements.

Lodging Tax

The transient occupancy tax of five percent (5%) is paid for any room rented on a short-term basis. These revenues are generated primarily by hotels and motels within the County. Sixty percent (60%) of the revenues collected are earmarked for tourism activities. This tax is collected monthly.

Meals Tax

A four percent (4%) tax is levied on prepared food and beverages sold for human consumption in the County. This tax is collected monthly.

Occupational License

The County requires all persons conducting any business, profession, trade, or occupation to have a license. The Commissioner of the Revenue computes the amount of license tax and after payment to the Treasurer, the license is issued.

Utility Consumption Tax

In lieu of the local business license tax levied on corporations furnishing heat, light or power by means of electricity and/or natural gas, Section 58.1-2900 and Section 58.1-2904 of the Code of Virginia imposes a tax on consumers of electricity and natural gas in the state based on kilowatt hours or volume of gas delivered. This tax is collected monthly.

Communications Sales Tax

This tax represents sales and use tax on communication services in the amount of 5% of the sales price of each communications service and replaces the cable franchise tax and the \$2.18 charge per month for enhanced E-911 service for each line provided by a telephone company.

Other Local Taxes

Other local taxes include an annual vehicle registration fee on every motor vehicle, trailer, and semi-trailer garaged, stored or parked in the County. Fees range from \$15.00 for motorcycles to \$23.00 for passenger cars. Also included in other local taxes is the bank franchise tax, imposed on banks located within the County, based on their net capital and the recordation tax for each taxable instrument recorded in the County.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Local Sales Tax	\$ 9,100,000	\$ 9,100,000	\$ -	0.0%
Lodging Tax	3,150,000	3,200,000	50,000	1.6%
Meals Tax	5,200,000	5,500,000	300,000	5.8%
Occupational License	5,485,000	5,635,000	150,000	2.7%
Utility Consumption Tax	260,000	250,000	(10,000)	-3.8%
Communications Sales Tax	1,400,000	1,385,000	(15,000)	-1.1%
Motor Vehicle License	1,500,000	1,300,000	(200,000)	-13.3%
Bank Franchise Tax	250,000	265,000	15,000	6.0%
Recordation Tax	1,600,000	1,650,000	50,000	3.1%
Rental Tax	83,000	92,000	9,000	10.8%
Total	<u>\$ 28,028,000</u>	<u>\$ 28,377,000</u>	<u>\$ 349,000</u>	1.2%

FY2014 Budget Comments

Revenues in these areas are expected to increase slightly as the economy continues to recover, with the exception of the utility consumption tax and communications sales tax, which have been adjusted to reflect the current trends.

The projected decrease in motor vehicle license is linked to a policy change eliminating the 60 day filing requirement on personal property (with the exception of business personal property and mobile homes), thereby reducing filing penalties.

Permits, Fees and Regulatory Licenses

Permits, inspections, and fees on construction and alterations of all buildings are required by the County. Permits include building, electrical, plumbing and mechanical. Other licenses and fees include dog licenses and fees for zoning, plan review, land transfers, plat and land use.

	FY2013 <u>Original</u>	FY2014 <u>Adopted</u>	Dollar <u>Change</u>	Percentage <u>Change</u>
Inspection Fees	\$ 480,800	\$ 486,760	\$ 5,960	1.2%
Permits, Fees & Licenses	87,300	119,300	32,000	36.7%
Total	<u>\$ 568,100</u>	<u>\$ 606,060</u>	<u>\$ 37,960</u>	6.7%

FY2014 Budget Comments

The majority of the increase in permits, fees and licenses is driven by fees collected for concealed weapons based on new regulations.

Fines and Forfeitures

The County imposes fines on individuals charged with violations of County ordinances. These include court and parking fines and court assessments.

	FY2013 <u>Original</u>	FY2014 <u>Adopted</u>	Dollar <u>Change</u>	Percentage <u>Change</u>
Fines & Forfeitures	\$ 370,300	\$ 374,300	\$ 4,000	1.1%

FY2014 Budget Comments

A modest increase is projected, based on recent trends.

Use of Money and Property

Use of Money

The County Treasurer uses an aggressive cash management program investing temporarily idle funds in repurchase agreements and other instruments secured or collateralized by government securities.

Use of Property

The County receives revenue from the rental of its facilities and equipment, such as the communication towers, as well as the sale of surplus property.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Use of Money	\$ 100,000	\$ 60,000	\$ (40,000)	-40.0%
Use of Property	276,800	333,460	56,660	20.5%
Total	<u>\$ 376,800</u>	<u>\$ 393,460</u>	<u>\$ 16,660</u>	4.4%

FY2014 Budget Comments

The decrease in use of money is attributable to low interest rates and return on investments. The increase in use of property is attributable to rate increases for the usage of the Freight Shed, tower rentals and billboard advertising at the Sports Complex.

Charges for Services

The County collects revenues for services exclusive of enterprise fund activities. These include fees charged by the Clerk of Court, Commonwealth's Attorney, Sheriff, Fire & Rescue, Mosquito Control, Parks & Recreation, the Library, Computer Support, and Freedom of Information Act requests.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Excess Clerk of Court/Land Records -				
Secure Remote Access	\$ 125,000	\$ 145,000	\$ 20,000	16.0%
Commonwealth's Attorney	9,000	14,500	5,500	61.1%
Law Enforcement	92,410	101,710	9,300	10.1%
Medic Transport Fee Recovery	1,200,000	1,300,000	100,000	8.3%
Mosquito Control	16,300	5,000	(11,300)	-69.3%
Parks & Recreation	609,687	567,200	(42,487)	-7.0%
Library Fines & Fees	68,500	59,500	(9,000)	-13.1%
Computer Support	10,000	10,000	-	0.0%
Other	3,250	3,150	(100)	-3.1%
Total	<u>\$ 2,134,147</u>	<u>\$ 2,206,060</u>	<u>\$ 71,913</u>	3.4%

FY2014 Budget Comments

The increases in the Clerk of Court charges and the Medic Transport Fee Recovery are based on recent trend experience. The decrease in Parks & Recreation fees is based on lower participation.

Fiscal Agent Fees & Administration

The County is the fiscal agent for various agencies including the Colonial Behavioral Health and the Colonial Group Home Commission. The County receives a fee for providing this service. Additionally, administrative costs are recovered from the County's enterprise funds.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Fiscal Agent Fees	\$ 199,500	\$ 200,500	\$ 1,000	0.5%

FY2014 Budget Comments

Fiscal agent fees are based on a percentage of the agencies' and enterprise funds' budgets.

Miscellaneous

Miscellaneous revenue represents receipts from prior year refunds, returned checks, administrative fees, and other sources.

	<u>FY2013 Original</u>	<u>FY2014 Adopted</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
Miscellaneous	\$ 215,000	\$ 243,600	\$ 28,600	13.3%

FY2014 Budget Comments

The increase is attributable to a rebate program for p-card transactions that the County is now participating in.

Recovered Costs

The County is reimbursed for costs associated with court services, streetlights & signage, the regional radio system, York/Poquoson/Williamsburg consolidated E911 center, and Cooperative Extension.

	<u>FY2013 Original</u>	<u>FY2014 Adopted</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
York-Poquoson Courthouse	\$ 408,300	\$ 411,500	\$ 3,200	0.8%
Streetlight Program	25,000	13,000	(12,000)	-48.0%
Signage	-	2,000	2,000	100.0%
Regional Radio System MOU	-	45,000	45,000	100.0%
Poquoson 911	306,581	313,020	6,439	2.1%
Williamsburg 911	526,087	537,135	11,048	2.1%
Postage Reimbursement	600	600	-	0.0%
Poquoson Cooperative Extension	-	7,700	7,700	100.0%
Total	<u>\$ 1,266,568</u>	<u>\$ 1,329,955</u>	<u>\$ 63,387</u>	5.0%

FY2014 Budget Comments

Per a memorandum of agreement between York County and the City of Poquoson, the City is responsible for 19.9% of the costs to operate the courthouse. The changes in the streetlight program and recovered costs for signage are based on current trends. Per a Regional Radio System Memorandum of Understanding between the County, James City and Gloucester, the County is reimbursed for certain managerial and administrative costs. The increase for the E911 mergers is based on the annual consumer price index, per agreement. The City of Poquoson has a contractual agreement with the County to provide Cooperative Extension services for a fee.

Revenue from the State - Non-Categorical Aid

The County receives a share of certain revenues collected by the State. These revenues include Mobile Home Taxes, Rolling Stock Taxes and the Personal Property Tax Relief Act (PPTRA). A brief description of these revenues is below.

Mobile Home

Under the Motor Vehicle Sales and Use Tax Act, a tax is levied on the sale or use of mobile homes. Taxes collected on mobile homes are determined by the application of three percent (3%) of the sales price of each mobile home sold in Virginia and/or used or stored for use in Virginia. The monies collected are distributed to the local government where the mobile home is situated as a dwelling (Section 58.1-2400 and 2402 of the Code of Virginia).

Rolling Stock

Under the Taxation of Public Service Corporations, a tax is levied on the assessed value of rolling stock, which is apportioned to localities based on the percentage of lane and railroad miles traveled (or valued by fair market) within the locality to the amount traveled (or valued by fair market) within Virginia. Each local government is entitled to a fraction of the revenue derived of the total rolling stock assessment (Section 58.1-2658 and 2658.1 of the Code of Virginia).

Personal Property Tax Relief Act (PPTRA)

The State converted PPTRA from a vehicle-based entitlement program to a block grant program with a state-wide cap on disbursements to local governments.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Mobile Home	\$ 9,000	\$ 9,000	\$ -	0.0%
Rolling Stock	15,000	15,000	-	0.0%
PPTRA	8,741,680	8,741,680	-	0.0%
Local Aid to Commonwealth	(255,752)	-	255,752	-100.0%
Total	\$ 8,509,928	\$ 8,765,680	\$ 255,752	3.0%

FY2014 Budget Comments

The General Assembly’s Proposed Budget includes the elimination of the Local Aid to the Commonwealth.

Revenue from the State - Shared Expenses

The County receives revenues for the State’s share of expenditures in joint activities. These include the Commonwealth’s Attorney, Commissioner of the Revenue, Treasurer, Registrar, Electoral Board, Sheriff and Clerk of Court.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Commonwealth's Attorney	\$ 492,000	\$ 507,840	\$ 15,840	3.2%
Commissioner of the Revenue	181,000	184,620	3,620	2.0%
Treasurer	142,000	144,840	2,840	2.0%
Registrar	39,400	37,000	(2,400)	-6.0%
Electoral Board	7,500	7,500	-	0.0%
Sheriff	2,475,000	2,524,500	49,500	2.0%
Clerk of Court	427,000	435,540	8,540	2.0%
Total	\$ 3,763,900	\$ 3,841,840	\$ 77,940	2.1%

FY2014 Budget Comments

The Governor's Proposed Budget included a 2% salary increase for Constitutional Officers and an additional amount for Assistant Commonwealth Attorneys and the General Assembly's budget included an additional 1% percent salary increase. The State had not released its final revenue estimates at the time the County's budget was adopted.

Revenue from the State - Categorical Aid

The County receives revenues from the State designated for specific uses. These revenues include amounts received for the Colonial Group Home Commission, the library and for wireless E-911 calls.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
VJCCA	\$ 54,684	\$ 54,684	\$ -	0.0%
Library Grant	145,143	147,247	2,104	1.4%
Court Service Postage	10,300	11,100	800	7.8%
Wireless E-911	<u>265,000</u>	<u>229,000</u>	<u>(36,000)</u>	-13.6%
Total	<u>\$ 475,127</u>	<u>\$ 442,031</u>	<u>\$ (33,096)</u>	-7.0%

FY2014 Budget Comments

The projections for the Virginia Juvenile Community Crime Control Act (VJCCA) grant and for Library Aid are preliminary figures provided by the State at this time. The Wireless E-911 revenue is projected to decrease due to the State's change in the calculation methodology.

Revenue from the State - Grants

The County is awarded grants from various State departments for specific uses. These awards include, but are not limited to, grants from the Department of Health, Department of Fire Programs, Department of Criminal Justice Services (DCJS), and the Department of Housing and Community Development.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Four for Life	\$ 53,423	\$ 58,897	\$ 5,474	10.2%
Fire Protection	155,317	157,500	2,183	1.4%
Emergency Services	25,000	25,000	-	0.0%
DCJS Victim/Witness	94,869	23,717	(71,152)	-75.0%
Emergency Home Repair	<u>5,510</u>	<u>-</u>	<u>(5,510)</u>	-100.0%
Total	<u>\$ 334,119</u>	<u>\$ 265,114</u>	<u>\$ (69,005)</u>	-20.7%

FY2014 Budget Comments

A portion of the Victim/Witness grant has been moved to the Federal revenue line, based on past experience. The other grant projections are based on actual experience and the Emergency Home Repair grant will be appropriated as received.

Revenue from the Federal Government

Payment in Lieu of Taxes represents a County-imposed service charge on real estate that is exempt from property taxation. The County also receives federal funding for its housing, Victim-Witness and Domestic Violence programs. The County prepares an annual Cost Allocation Plan to recover administrative costs related to services performed for Social Services. The Library E-Rate program is a reimbursement-based program for telecommunications and internet charges.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
Payment in Lieu of Taxes	\$ 9,500	\$ 9,500	\$ -	0.0%
Housing Assist. Vouchers	120,000	120,000	-	0.0%
DCJS Victim/Witness	-	71,152	71,152	100.0%
DCJS Domestic Violence	27,366	27,366	-	0.0%
Social Svcs CAP Reimb	100,000	100,000	-	0.0%
Civil Defense	45,000	45,000	-	0.0%
Library E-Rate	-	19,000	19,000	100.0%
Total	<u>\$ 301,866</u>	<u>\$ 392,018</u>	<u>\$ 90,152</u>	29.9%

FY2014 Budget Comments

A portion of the Victim/Witness grant has been moved from the State revenue line, based on past experience. The other grants are projected to be level with the current year. The Library E-Rate revenue is included in the budget for fiscal year 2014, based on actual trends.

Other Financing Sources

Transfers from Other Funds

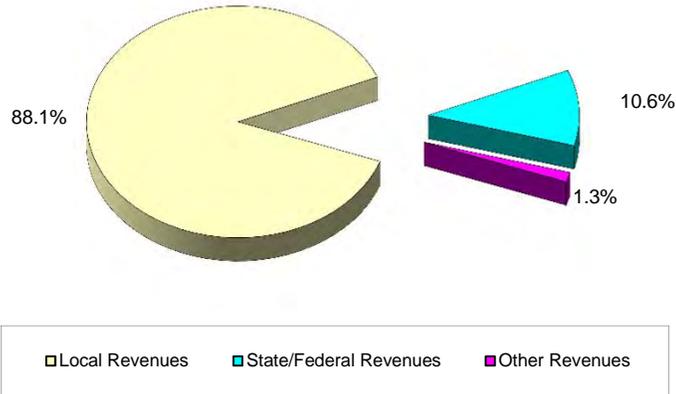
The School Division has contracted with the County to maintain the school grounds and athletic fields, for video services operations, and for a portion of the emergency radio system maintenance contract. The School Division also has an arrangement with the Sheriff's Office for School Resource Officers at each high school. The transfer from the Marquis Community Development Authority Special Revenue Account is for services provided to the facilities in the project area.

	FY2013	FY2014	Dollar	Percentage
	<u>Original</u>	<u>Adopted</u>	<u>Change</u>	<u>Change</u>
School Division	\$ 1,588,315	\$ 1,587,787	\$ (528)	0.0%
CDA Special Revenue Fund	200,000	150,000	(50,000)	-25.0%
Total	<u>\$ 1,788,315</u>	<u>\$ 1,737,787</u>	<u>\$ (50,528)</u>	-2.8%

FY2014 Budget Comments

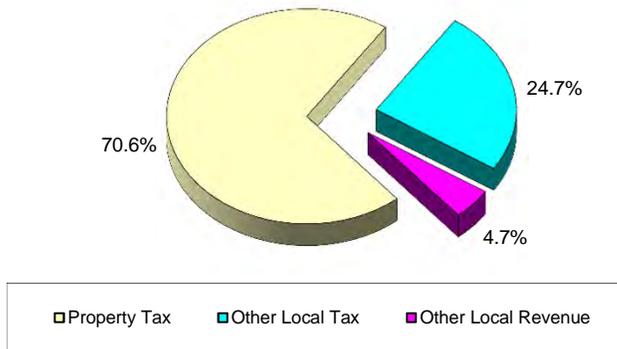
The transfer from the CDA Special Revenue Fund reflects the amount agreed to in a memorandum of understanding with York County.

GENERAL FUND REVENUES FY2014 - BY SOURCE



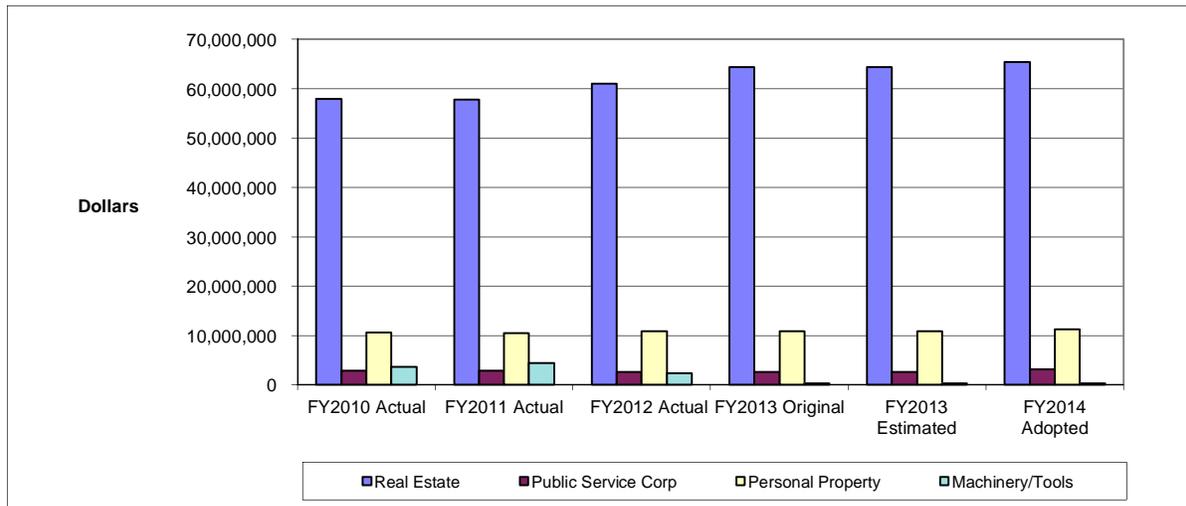
Source	FY2013 Original	FY2014 Adopted	Dollar Change
Local Revenues	\$ 112,019,415	\$ 114,659,435	\$ 2,640,020
State/Federal Revenues	13,384,940	13,706,683	321,743
Other Revenues	1,788,315	1,737,787	(50,528)
	<u>\$ 127,192,670</u>	<u>\$ 130,103,905</u>	<u>\$ 2,911,235</u>

GENERAL FUND LOCAL REVENUES FY2014 - BY SOURCE



Source	FY2013 Original	FY2014 Adopted	Dollar Change
Property Tax	\$ 78,861,000	\$ 80,928,500	\$ 2,067,500
Other Local Tax	28,028,000	28,377,000	349,000
Other Local Revenue	5,130,415	5,353,935	223,520
	<u>\$ 112,019,415</u>	<u>\$ 114,659,435</u>	<u>\$ 2,640,020</u>

**General Fund
Major Local Revenue Trends
Real Estate and Personal Property**



Real Estate

All real estate property is assessed biennially and York County's tax year is on a calendar year basis. The current tax rate is \$.7415 per \$100 of assessed valuation. Calendar year 2013 is a non-reassessment year. For FY2014, the adopted tax rate is \$.7515 per \$100 of assessed valuation, a \$.01 tax rate increase.

Public Service Corporation

The State Commission assesses property of certain public service corporations for local taxation and the Commissioner of the Revenue certifies the assessments. The Virginia Department of Taxation bases its assessment of public service corporations on the sales ratio analysis it performs on the prior year's assessment data compared to current sales data. All tax rates are per \$100 of assessed valuation. For FY2014, the adopted real estate rate is \$.7515, the personal property rate is \$4.00, and the Merchants Capital rate is \$.6012.

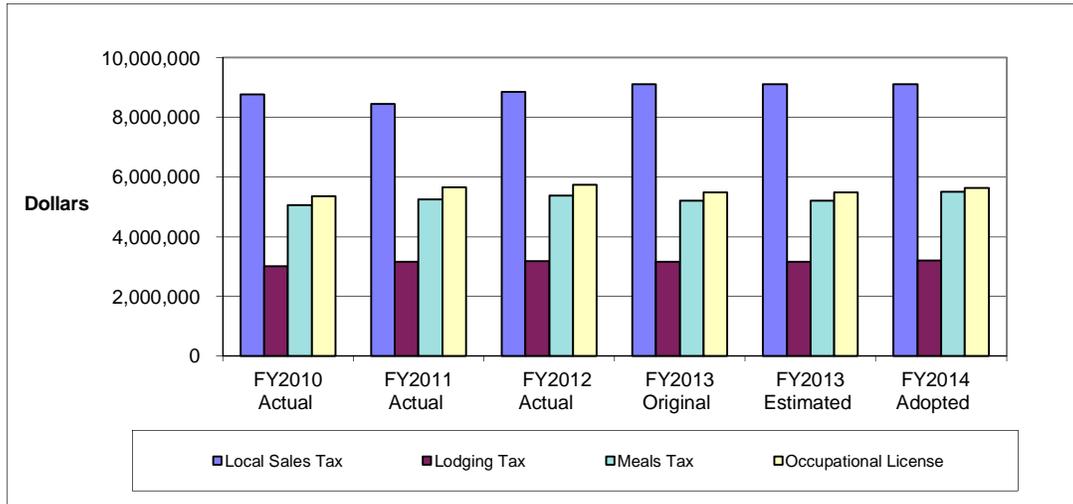
Personal Property

The personal property rate is \$4.00 per \$100 of assessed valuation. The State offers tax relief for qualifying vehicles. The amount of relief has begun to decline as a percentage of total personal property due to a state-wide cap on disbursements to local governments. The State revenue is budgeted as "Personal Property Tax Relief Act." Personal property is projected to increase, based on current trends.

Machinery/Tools

Machinery/Tools is equipment used by a manufacturer directly in the production of goods. The current rate is \$4.00 per \$100 of assessed valuation and the Certified Pollution Control (CPC) rate is \$3.20 per \$100 of assessed valuation. For FY2014, an increase is projected based on a current upward trend.

**General Fund
Major Local Revenue Trends (continued)
Local Sales, Lodging, and Meals Taxes and Occupational License**



Local Sales Tax

The State collects a five percent (5%) sales tax from retailers and distributes one percent (1%) of this amount to the County monthly. The FY2014 revenue is projected to be level with FY2013. The General Assembly's Proposed Budget includes an increase in sales tax to 5.3%, with the additional amount earmarked for transportation improvements.

Lodging Tax

The transient occupancy tax of five percent (5%) is paid for any room rented on a short-term basis. This revenue is generated primarily by hotels and motels within the County and collected monthly. Sixty percent (60%) of the revenue collected is earmarked for tourism activities per State Code. This revenue stream had grown as a result of a successful marketing campaign undertaken by a regional organization primarily funded by localities within the Historic Triangle (York County, James City County and the City of Williamsburg). A slight increase is projected for FY2014.

Meals Tax

A four percent (4%) tax is levied on prepared food and beverages sold for human consumption in the County. This tax is collected monthly. Based on recent trends, revenue is projected to increase for FY2014.

Occupational License

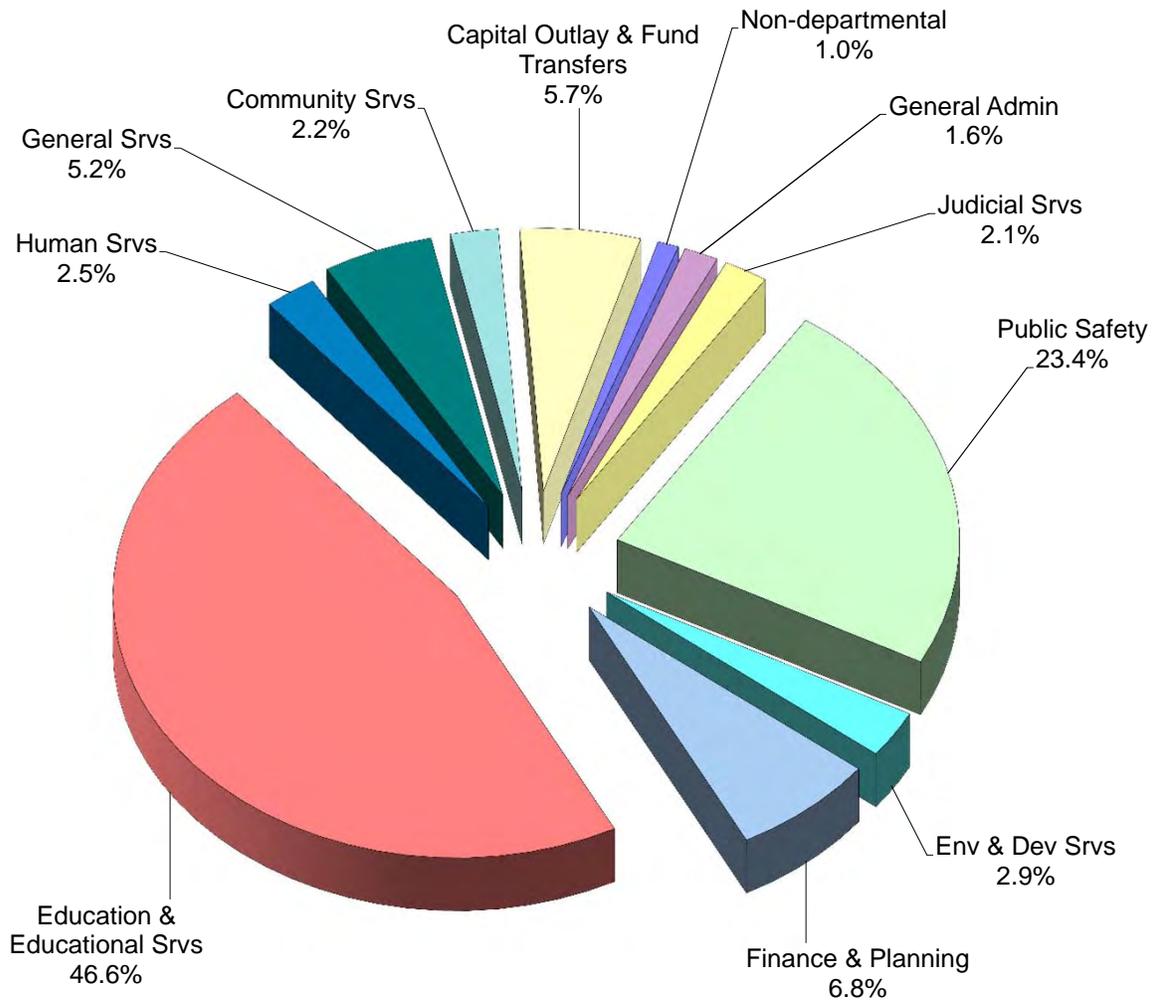
The County requires all persons conducting any business, profession, trade or occupation to have a license. The Commissioner of the Revenue computes the amount based on gross receipts. For FY2014, with a slight turn around in the economy, an increase is projected.

**General Fund
Expenditure Summary**

<u>Activity Title</u>	<u>FY2010 Actual Expenditures</u>	<u>FY2011 Actual Expenditures</u>	<u>FY2012 Actual Expenditures</u>	<u>FY2013 Original Budget</u>	<u>FY2013 Estimated Budget</u>	<u>FY2014 Adopted Budget</u>	<u>\$ Change</u>	<u>% of Change</u>
General Administration								
10111 Board of Supervisors	\$ 284,542	\$ 282,681	\$ 296,209	\$ 295,790	\$ 295,790	\$ 305,402	\$ 9,612	3.3%
10121 County Administration	411,241	415,351	405,069	429,837	576,355	613,197	183,360	42.7%
10122 Public Info & Community Relations	229,768	225,007	213,952	202,427	150,771	125,665	(76,762)	-37.9%
10123 Video Services	328,188	336,401	331,689	358,851	358,851	367,293	8,442	2.4%
10124 County Attorney	372,881	382,448	427,506	382,684	382,684	388,388	5,704	1.5%
10131 General Registrar's Office	204,678	211,810	217,634	248,888	248,888	227,364	(21,524)	-8.7%
10132 Electoral Board	60,910	54,478	115,092	92,687	92,687	87,550	(5,137)	-5.5%
Subtotal	<u>1,892,208</u>	<u>1,908,176</u>	<u>2,007,151</u>	<u>2,011,164</u>	<u>2,106,026</u>	<u>2,114,859</u>	<u>103,695</u>	<u>5.2%</u>
Judicial Services								
20211 Circuit Court	78,256	61,082	58,290	85,744	85,744	87,733	1,989	2.3%
20212 General District Court	32,893	28,804	28,878	30,140	30,140	29,785	(355)	-1.2%
20213 Juvenile & Domestic Relations Court	22,207	14,369	13,801	14,175	14,175	14,935	760	5.4%
20214 Clerk of the Circuit Court	896,678	840,738	799,334	880,847	912,461	925,713	44,866	5.1%
20216 Colonial Group Home Commission	435,035	418,690	431,925	435,538	435,538	435,538	-	0.0%
20217 Magistrate	880	1,562	896	1,195	1,195	1,200	5	0.4%
20221 Commonwealth's Attorney	980,240	1,031,059	885,455	1,000,738	1,002,122	977,803	(22,935)	-2.3%
20222 Victim-Witness Assistance Program	227,099	182,894	179,567	186,592	189,092	197,589	10,997	5.9%
20223 Domestic Violence Program	44,315	45,856	46,578	58,036	58,036	49,783	(8,253)	-14.2%
Subtotal	<u>2,717,603</u>	<u>2,625,054</u>	<u>2,444,724</u>	<u>2,693,005</u>	<u>2,728,503</u>	<u>2,720,079</u>	<u>27,074</u>	<u>1.0%</u>
Public Safety								
30311 Sheriff General Operations	1,395,985	1,397,328	1,408,289	1,435,074	1,479,917	1,488,606	53,532	3.7%
30312 Law Enforcement	4,715,943	4,753,507	4,797,654	4,989,489	5,004,739	5,234,515	245,026	4.9%
30313 Investigations	1,407,438	1,441,245	1,498,284	1,542,165	1,554,319	1,594,060	51,895	3.4%
30314 Civil Operations/Court Security	1,300,118	1,304,570	1,275,266	1,371,783	1,392,956	1,407,673	35,890	2.6%
30315 Adult Corrections	2,736,255	2,752,906	2,684,138	2,845,724	2,850,952	2,643,224	(202,500)	-7.1%
30316 School Resource Officers	307,282	304,719	320,313	336,699	338,917	339,594	2,895	0.9%
30320 Fire & Life Safety Administration	185,240	187,271	222,171	272,799	279,718	281,060	8,261	3.0%
30321 Fire & Rescue Operations	10,155,668	10,287,729	10,374,656	11,096,552	11,150,616	11,346,444	249,892	2.3%
30322 Tech Services & Special Operations	465,496	473,998	495,605	566,311	571,311	569,702	3,391	0.6%
30323 Prevention & Community Safety	333,766	323,501	340,633	339,636	339,636	346,280	6,644	2.0%
30333 Juvenile Corrections	358,963	315,502	371,891	418,886	418,886	399,770	(19,116)	-4.6%
30352 Animal Control	234,939	243,028	240,898	284,741	286,537	465,543	180,802	63.5%
30355 Emergency Management	188,265	235,376	176,940	211,666	221,666	252,897	41,231	19.5%
30356 Emergency Communications/911	2,767,226	2,653,476	2,616,232	2,855,637	2,857,637	2,909,689	54,052	1.9%
30357 Radio Maintenance	917,505	1,047,617	1,044,824	1,082,338	1,082,338	1,183,329	100,991	9.3%
Subtotal	<u>27,470,089</u>	<u>27,721,773</u>	<u>27,867,794</u>	<u>29,649,500</u>	<u>29,830,145</u>	<u>30,462,386</u>	<u>812,886</u>	<u>2.7%</u>
Environmental & Development Services								
40119 Administration	211,699	201,464	208,825	232,076	232,076	217,109	(14,967)	-6.5%
40341 Building Regulation	952,243	919,853	936,962	995,651	969,907	965,160	(30,491)	-3.1%
40421 Solid Waste Management	1,000,000	700,000	700,000	-	-	-	-	0.0%
40446 Stormwater Operations	808,453	806,222	815,362	862,798	862,798	892,930	30,132	3.5%
40447 Stormwater Engineering	481,515	483,478	451,892	559,649	585,393	617,525	57,876	10.3%
40448 Calendar Prog & Environmental Educ	33,033	31,675	30,756	5,325	5,325	5,825	500	9.4%
40512 Mosquito Control	306,255	303,241	265,163	269,167	269,167	285,574	16,407	6.1%
40813 Board of Zoning/Subdivision Appeals	2,621	2,801	3,186	4,000	4,000	4,400	400	10.0%
40816 Development & Compliance	707,184	696,757	712,983	754,576	754,576	772,223	17,647	2.3%
40821 Wetlands & Chesapeake Bay Boards	7,429	5,511	4,904	7,850	7,850	7,600	(250)	-3.2%
Subtotal	<u>4,510,432</u>	<u>4,151,002</u>	<u>4,130,033</u>	<u>3,691,092</u>	<u>3,691,092</u>	<u>3,768,346</u>	<u>77,254</u>	<u>2.1%</u>
Finance & Planning								
50119 Office of the Controller	214,021	104,325	73,227	210,301	120,529	204,865	(5,436)	-2.6%
50121 Computer Support Services	1,576,923	1,700,501	1,599,170	2,063,914	2,063,914	2,064,572	658	0.0%
50122 Human Resources	548,298	542,851	544,493	575,707	577,860	606,603	30,896	5.4%
50124 Budget & Financial Reporting	405,698	427,049	442,991	484,372	470,070	473,899	(10,473)	-2.2%
50125 Fiscal Accounting Services	662,868	655,870	628,215	716,424	716,424	740,720	24,296	3.4%
50126 Commissioner of the Revenue	987,247	1,007,333	1,004,596	1,064,945	1,064,945	1,096,848	31,903	3.0%
50127 Treasurer	791,975	777,339	855,272	926,941	926,941	946,179	19,238	2.1%
50128 Real Estate Assessment	583,106	567,178	502,491	522,746	522,746	553,998	31,252	6.0%
50129 Central Purchasing	386,545	385,798	392,439	407,478	413,076	417,461	9,983	2.5%
50141 Central Administration Services	150,414	144,554	137,771	133,530	133,530	130,535	(2,995)	-2.2%
50146 Central Insurance	358,980	371,051	371,935	394,979	394,979	415,720	20,741	5.3%
50811 Planning	438,465	444,409	443,948	463,844	465,305	488,463	24,619	5.3%
50812 Planning Commission	15,525	15,017	19,261	18,587	18,587	19,387	800	4.3%
50822 Conservation	9,348	-	-	-	-	-	-	0.0%
50915 Economic Development	360,418	333,960	326,734	327,394	327,394	327,394	-	0.0%
50920 Office of Economic Development	370,353	370,870	354,453	388,820	388,820	400,943	12,123	3.1%
Subtotal	<u>7,860,184</u>	<u>7,848,105</u>	<u>7,696,996</u>	<u>8,699,982</u>	<u>8,605,120</u>	<u>8,887,587</u>	<u>187,605</u>	<u>2.2%</u>
Education & Educational Services								
60601 School Ops & Capital/Debt Svc - Local	52,936,097	53,536,101	52,851,786	56,713,423	56,713,423	57,886,916	1,173,493	2.1%
60731 Library Services	2,426,096	2,445,141	2,426,754	2,596,367	2,609,385	2,659,732	63,365	2.4%
60831 Cooperative Extension	51,964	37,160	31,529	49,595	49,595	45,540	(4,055)	-8.2%
Subtotal	<u>55,414,157</u>	<u>56,018,402</u>	<u>55,310,069</u>	<u>59,359,385</u>	<u>59,372,403</u>	<u>60,592,188</u>	<u>1,232,803</u>	<u>2.1%</u>

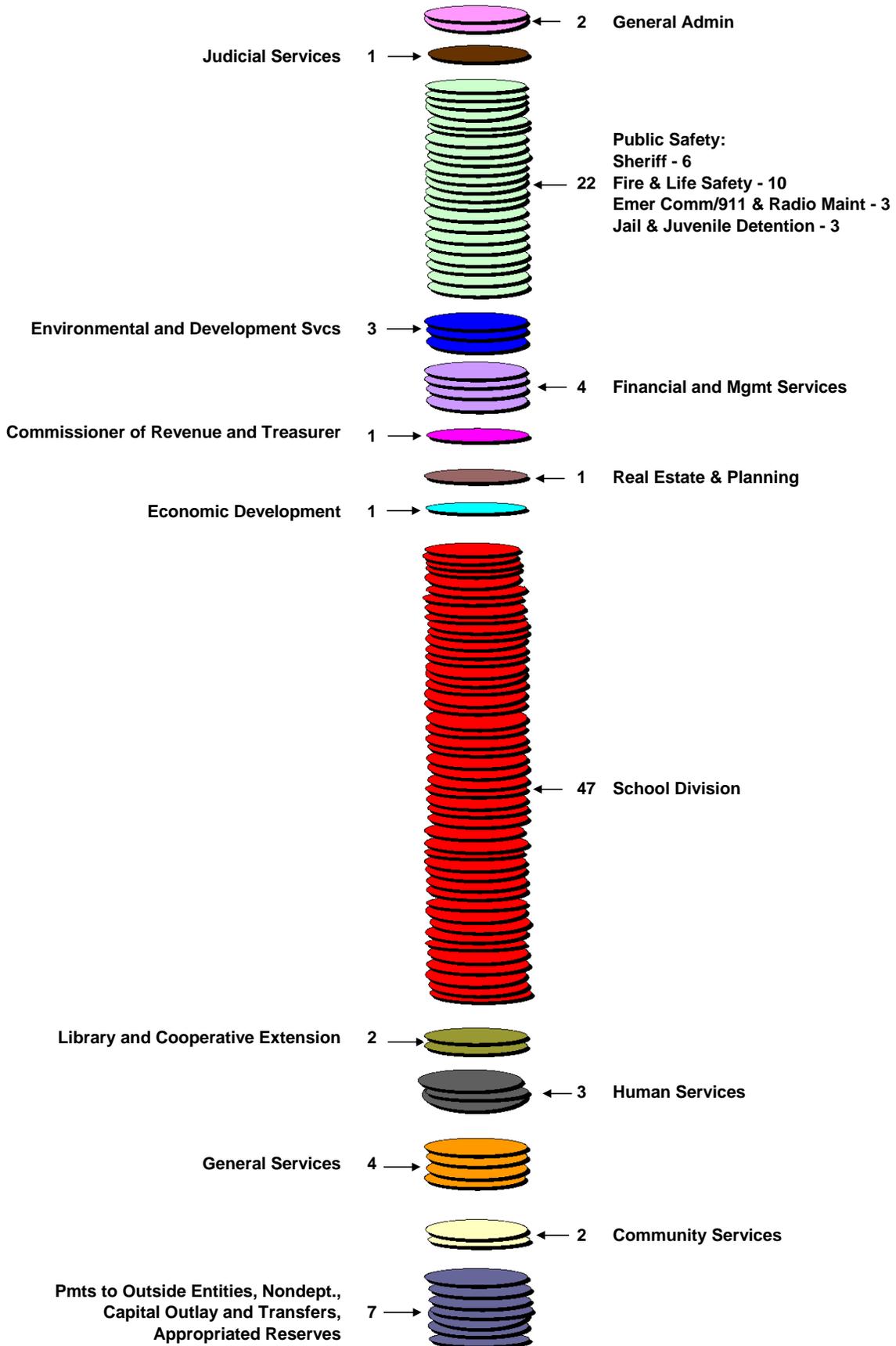
Activity Title		FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	\$ Change	% of Change
Human Services									
61533	Social Services - Local Share	2,265,293	1,630,412	1,357,181	1,876,235	1,876,235	1,876,235	-	0.0%
61535	Payments to Outside Entities	<u>1,471,774</u>	<u>1,358,748</u>	<u>1,309,109</u>	<u>1,354,662</u>	<u>1,354,662</u>	<u>1,331,211</u>	<u>(23,451)</u>	-1.7%
	Subtotal	<u>3,737,067</u>	<u>2,989,160</u>	<u>2,666,290</u>	<u>3,230,897</u>	<u>3,230,897</u>	<u>3,207,446</u>	<u>(23,451)</u>	-0.7%
General Services									
70119	Administration	208,485	164,074	157,226	208,910	208,910	211,505	2,595	1.2%
70431	Engineering & Facility Maintenance	2,261,864	2,224,794	2,299,595	2,090,020	2,104,272	2,322,370	232,350	11.1%
70432	Facility/Utility Charges	927,334	1,002,279	1,011,411	1,228,700	1,230,500	1,186,500	(42,200)	-3.4%
70433	Telecommunications	282,657	271,741	284,200	-	-	-	-	0.0%
70434	Grounds Maintenance & Construction	<u>3,285,545</u>	<u>3,129,902</u>	<u>3,013,380</u>	<u>2,908,005</u>	<u>2,908,046</u>	<u>3,041,309</u>	<u>133,304</u>	4.6%
	Subtotal	<u>6,965,885</u>	<u>6,792,790</u>	<u>6,765,812</u>	<u>6,435,635</u>	<u>6,451,728</u>	<u>6,761,684</u>	<u>326,049</u>	5.1%
Community Services									
81119	Administration	244,983	255,270	72,734	198,959	198,959	209,695	10,736	5.4%
81547	Housing & Special Programs	827,384	821,735	759,588	767,276	799,076	663,366	(103,910)	-13.5%
81712	Parks & Recreation	2,070,777	1,831,986	1,833,967	1,955,928	1,957,478	1,964,713	8,785	0.5%
81713	Tourism & Events	<u>81,551</u>	<u>82,398</u>	<u>82,855</u>	<u>87,220</u>	<u>87,220</u>	<u>89,204</u>	<u>1,984</u>	2.3%
	Subtotal	<u>3,224,695</u>	<u>2,991,389</u>	<u>2,749,144</u>	<u>3,009,383</u>	<u>3,042,733</u>	<u>2,926,978</u>	<u>(82,405)</u>	-2.7%
Capital Outlay & Fund Transfers									
90912	Capital Outlay & Fund Transfers	<u>7,202,467</u>	<u>7,460,564</u>	<u>7,475,161</u>	<u>7,190,605</u>	<u>7,190,605</u>	<u>7,370,232</u>	<u>179,627</u>	2.5%
	Subtotal	<u>7,202,467</u>	<u>7,460,564</u>	<u>7,475,161</u>	<u>7,190,605</u>	<u>7,190,605</u>	<u>7,370,232</u>	<u>179,627</u>	2.5%
Non-Departmental									
90721	Payments to Outside Entities	586,847	524,854	306,994	301,494	306,794	298,411	(3,083)	-1.0%
90911	Non-Departmental	795,345	790,538	762,998	870,528	870,528	943,709	73,181	8.4%
90913	Appropriated Reserves	-	<u>17,848</u>	-	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	-	0.0%
	Subtotal	<u>1,382,192</u>	<u>1,333,240</u>	<u>1,069,992</u>	<u>1,222,022</u>	<u>1,227,322</u>	<u>1,292,120</u>	<u>70,098</u>	5.7%
	Totals	<u>\$ 122,376,979</u>	<u>\$ 121,839,655</u>	<u>\$ 120,183,166</u>	<u>\$ 127,192,670</u>	<u>\$ 127,476,574</u>	<u>\$ 130,103,905</u>	<u>\$ 2,911,235</u>	2.3%

GENERAL FUND EXPENDITURES FY2014 - BY FUNCTIONAL AREA



<u>Functional Area</u>	<u>FY2013 Original</u>	<u>FY2014 Adopted</u>	<u>Dollar Change</u>
General Administration	\$ 2,011,164	\$ 2,114,859	\$ 103,695
Judicial Services	2,693,005	2,720,079	27,074
Public Safety	29,649,500	30,462,386	812,886
Environmental & Development Services	3,691,092	3,768,346	77,254
Finance & Planning	8,699,982	8,887,587	187,605
Education & Educational Services	59,359,385	60,592,188	1,232,803
Human Services	3,230,897	3,207,446	(23,451)
General Services	6,435,635	6,761,684	326,049
Community Services	3,009,383	2,926,978	(82,405)
Capital Outlay & Fund Transfers	7,190,605	7,370,232	179,627
Non-departmental	1,222,022	1,292,120	70,098
	<u>\$ 127,192,670</u>	<u>\$ 130,103,905</u>	<u>\$ 2,911,235</u>

**Uses of the Local Dollar
Fiscal Year 2014**



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Administrative & Legal Services

This Office is responsible for governing the overall activities of the County. This is accomplished through the divisions below. Individual division details follow this summary page.

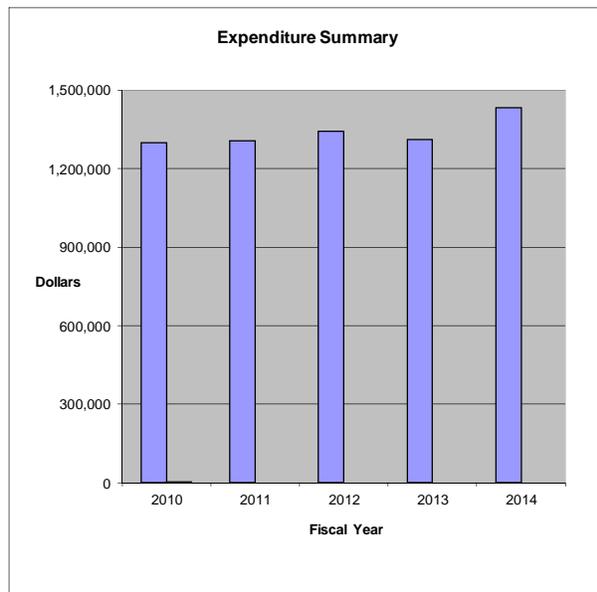
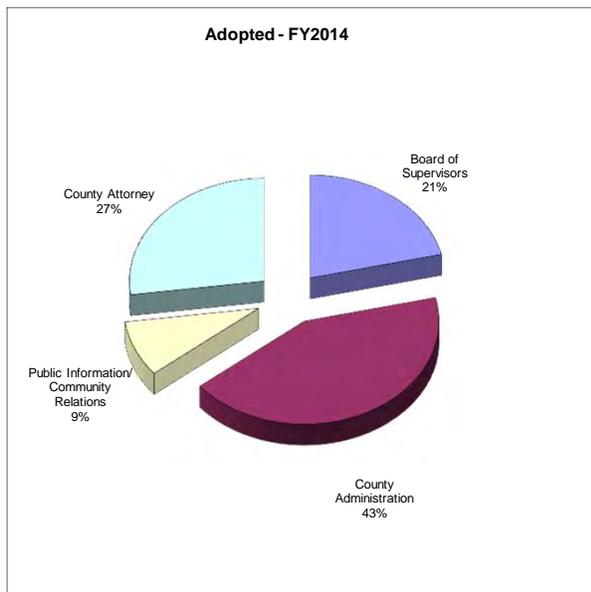
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical Charges for Services	\$ 1,298,332	\$ 1,305,430	\$ 1,342,736	\$ 1,310,638	\$ 1,405,500	\$ 1,432,652	100.00%
	100	57	-	100	100	-	0.00%
Total Funding Sources	\$ 1,298,432	\$ 1,305,487	\$ 1,342,736	\$ 1,310,738	\$ 1,405,600	\$ 1,432,652	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Board of Supervisors	\$ 284,542	\$ 282,681	\$ 296,209	\$ 295,790	\$ 295,790	\$ 305,402	3.25%
County Administration	411,241	415,351	405,069	429,837	576,355	613,197	42.66%
Public Information/Community Relations	229,768	225,007	213,952	202,427	150,771	125,665	-37.92%
County Attorney	372,881	382,448	427,506	382,684	382,684	388,388	1.49%
Total Expenditures	\$ 1,298,432	\$ 1,305,487	\$ 1,342,736	\$ 1,310,738	\$ 1,405,600	\$ 1,432,652	9.30%

Expenditure by Category							
Personnel	\$ 1,080,896	\$ 1,097,005	\$ 1,062,932	\$ 1,079,852	\$ 1,171,114	\$ 1,192,371	10.42%
Operating	217,536	205,009	263,951	224,586	227,652	234,481	4.41%
Capital	-	3,473	15,853	6,300	6,834	5,800	-7.94%
Total Expenditures	\$ 1,298,432	\$ 1,305,487	\$ 1,342,736	\$ 1,310,738	\$ 1,405,600	\$ 1,432,652	9.30%

Funded FTEs						
Management	3.50	3.50	3.50	3.50	4.50	4.50
Professional/Technical	4.00	4.00	4.00	4.00	4.00	3.00
Admin/Clerical	3.75	3.75	3.75	2.00	2.00	2.00
Total Funded FTEs	11.25	11.25	11.25	9.50	10.50	9.50

Key Service Indicators						
Board items reviewed	216	196	203	210	210	210
Resolutions and ordinances certified	202	179	185	185	185	200
Pages prepared for agenda package	2,603	2,663	1,958	2,800	2,800	2,850
Press releases issued	255	265	265	260	275	275
Media calls received	264	270	270	300	300	320
Freedom of Information Act requests	134	150	150	150	150	165
Meetings with staff, citizens, boards & commissions	265	277	289	277	275	275
Civil suits, CPS & APS cases, special education cases	66	50	38	50	35	40
Court appearances; student disciplinary hearings	146	198	141	198	150	150
Ordinances and resolutions drafted and reviewed	184	185	139	185	124	124
Contracts and legal documents drafted and reviewed	362	365	358	362	400	400



**Administrative & Legal Services
Board of Supervisors - Activity #10111**

Serves, by law, as the governing body of the County of York; sets goals and objectives; establishes priorities for County programs and services; appoints the County Administrator, County Attorney, and members of various boards and commissions; adopts the annual budget; appropriates funds; and sets tax rates.

Mission

As stewards of the public trust and resources, the mission of the Board of Supervisors is to maintain and improve the quality of life for all County citizens. To direct and maximize the available resources of the County toward this mission, the Board will:

- emphasize efficiency, effectiveness, and openness of County government;
- protect the physical, historical, and environmental heritage of the County;
- ensure that growth and development are positive forces on the quality of life; and
- value and respect the individual.

Goals

- Define and aggressively pursue economic development that broadens the County's tax base and sustains its character and quality of life.
- Improve communication and respect among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- Promote accountability, innovation, and excellence in providing service to the customer.
- Generate quality educational opportunities for all citizens.
- Manage the provision and expansion of County services and facilities in a manner that balances necessary increases in expenditures with the expansion of the tax base.

Implementation Strategies

- Establish County legislative and administrative policies through the adoption of ordinances and resolutions.
- Develop legislative priorities for the General Assembly, providing assistance to the local delegation in accomplishing the County's legislative program.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Operating increases are to support the annual audit contract, advertising, and dues and memberships. Capital funding was provided for the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 150,793	\$ 152,070	\$ 152,935	\$ 157,925	\$ 157,925	\$ 160,347
Operating	133,749	130,611	131,449	137,865	137,865	143,255
Capital	-	-	11,825	-	-	1,800
Total Expenditures	<u>\$ 284,542</u>	<u>\$ 282,681</u>	<u>\$ 296,209</u>	<u>\$ 295,790</u>	<u>\$ 295,790</u>	<u>\$ 305,402</u>
<u>Funded FTEs</u>						
Professional/Technical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
10111 Board of Supervisors						
Personnel Services						
1511 Board & commissions	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000
1515 Professional & technical salaries	75,148	75,148	75,148	78,905	78,905	80,483
2100 FICA	9,238	9,221	9,227	9,708	9,708	9,829
2200 VRS	10,100	10,611	10,611	9,366	9,366	9,553
2300 Health care	7,862	8,880	9,739	10,904	10,904	11,524
2400 Group life insurance	445	210	210	1,042	1,042	958
Subtotal	<u>150,793</u>	<u>152,070</u>	<u>152,935</u>	<u>157,925</u>	<u>157,925</u>	<u>160,347</u>
Contractual Services						
3120 Auditing services	70,200	70,200	71,380	75,930	75,930	76,000
3320 Maintenance service contracts	356	679	311	760	760	400
3500 Printing & binding	1,057	540	696	1,100	1,100	1,100
3600 Advertising	10,887	12,466	16,499	13,500	13,500	18,000
3920 Misc contractual services	-	61	-	-	-	-
Subtotal	<u>82,500</u>	<u>83,946</u>	<u>88,886</u>	<u>91,290</u>	<u>91,290</u>	<u>95,500</u>
Internal Services						
4300 Central store	96	79	72	100	100	100
Subtotal	<u>96</u>	<u>79</u>	<u>72</u>	<u>100</u>	<u>100</u>	<u>100</u>
Other Charges						
5210 Postal/messenger service	444	420	253	500	500	500
5230 Telecommunications	490	409	1,085	1,100	1,100	1,100
5510 Personnel development	5,208	4,337	5,184	6,125	6,125	6,125
5520 Employee recognition program	8,178	8,412	-	-	-	-
5810 Dues & memberships	28,075	28,774	28,424	29,500	29,500	31,130
5820 Assoc/meeting support charges	3,859	1,191	2,076	4,000	4,000	3,000
5850 Mileage expenses	2,551	1,783	4,509	3,000	3,000	4,000
Subtotal	<u>48,805</u>	<u>45,326</u>	<u>41,531</u>	<u>44,225</u>	<u>44,225</u>	<u>45,855</u>
Materials & Supplies						
6010 Office supplies	1,066	516	517	1,100	1,100	1,000
6014 Board mtg/presentation supplies	649	71	174	650	650	300
6120 Books & subscriptions	216	180	221	250	250	250
6170 Computer mat/supplies	417	70	48	250	250	250
6171 Small equipment	-	423	-	-	-	-
Subtotal	<u>2,348</u>	<u>1,260</u>	<u>960</u>	<u>2,250</u>	<u>2,250</u>	<u>1,800</u>
Capital Outlay						
8170 Data processing equipment	-	-	11,825	-	-	1,800
Subtotal	<u>-</u>	<u>-</u>	<u>11,825</u>	<u>-</u>	<u>-</u>	<u>1,800</u>
Activity Total	<u>\$ 284,542</u>	<u>\$ 282,681</u>	<u>\$ 296,209</u>	<u>\$ 295,790</u>	<u>\$ 295,790</u>	<u>\$ 305,402</u>
Personnel	\$ 150,793	\$ 152,070	\$ 152,935	\$ 157,925	\$ 157,925	\$ 160,347
Non-personnel	133,749	130,611	143,274	137,865	137,865	145,055
	<u>\$ 284,542</u>	<u>\$ 282,681</u>	<u>\$ 296,209</u>	<u>\$ 295,790</u>	<u>\$ 295,790</u>	<u>\$ 305,402</u>
	-4.15%	-0.65%	4.79%	-0.14%	-0.14%	3.25%

**Administrative & Legal Services
County Administration - Activity #10121**

Mission

The County Administrator is the Chief Administrative Officer of the County, appointed by the Board of Supervisors, responsible for the execution of policies established by the Board. The County Administrator also serves as the Director of Emergency Services and is chiefly responsible for all purchasing done on behalf of the Board of Supervisors. The Deputy County Administrator is responsible for developing and managing financial policies and a performance management system and to effectively communicate financial results and performance outcomes and efficiencies. They also provide leadership and support to the various departments.

Goals

- Handle the daily administrative operations of the County.
- Provide administrative and legislative support services to the Board of Supervisors.
- Develop an annual budget.
- The Deputy County Administrator is responsible for oversight of Finance, Community Services, Human Resources, Emergency Communications, Computer Support Services, and Real Estate Assessments.
- Establish and maintain a County-wide performance measurement, evaluation and reporting system.

Implementation Strategies

- Continue implementation of the County's Program Effectiveness Process.
- Continue efforts to support high-quality customer service delivery.
- With guidance from the County Administrator and in coordination with user departments, develop reporting systems to present financial results, and performance outcomes and efficiencies to the Board of Supervisors, citizens and bond rating agencies.
- Develop formal financial policies, long-range operating financial plans and forecasts, and long-range revenue forecast models.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Also, as a result of a reorganization in fiscal year 2013, certain positions were consolidated and/or eliminated and a Deputy County Administrator position was created. Capital funding is provided for the routine replacement of a printer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Personnel	\$ 389,201	\$ 391,594	\$ 383,474	\$ 402,385	\$ 545,303	\$ 579,653
Operating	22,040	23,757	19,502	24,452	28,052	31,344
Capital	-	-	2,093	3,000	3,000	2,200
Total Expenditures	<u>\$ 411,241</u>	<u>\$ 415,351</u>	<u>\$ 405,069</u>	<u>\$ 429,837</u>	<u>\$ 576,355</u>	<u>\$ 613,197</u>
<u>Funded FTEs</u>						
Management	1.50	1.50	1.50	1.50	2.50	2.50
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.25	1.25	1.25	1.00	1.00	1.00
Total Funded FTEs	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.50</u>	<u>4.50</u>	<u>4.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
10121 County Administration						
Personnel Services						
1512 Senior level management	\$ 221,458	\$ 221,548	\$ 221,588	\$ 232,667	\$ 345,876	\$ 371,129
1515 Professional & technical salaries	47,057	47,057	47,057	49,410	49,410	50,398
1516 Administrative & clerical salaries	36,448	36,831	29,521	29,170	29,170	29,753
1595 Overtime	-	12	15	-	-	-
2100 FICA	19,486	19,385	18,746	23,810	32,471	34,523
2200 VRS	40,997	43,129	42,069	36,945	50,382	53,567
2300 Health care	21,948	22,777	23,644	26,275	32,392	34,913
2400 Group life insurance	1,807	855	834	4,108	5,602	5,370
Subtotal	<u>389,201</u>	<u>391,594</u>	<u>383,474</u>	<u>402,385</u>	<u>545,303</u>	<u>579,653</u>
Contractual Services						
3320 Maintenance service contracts	501	555	537	600	600	580
3500 Printing & binding	51	-	-	-	-	-
Subtotal	<u>552</u>	<u>555</u>	<u>537</u>	<u>600</u>	<u>600</u>	<u>580</u>
Internal Services						
4210 Vehicle maintenance	8,862	9,454	7,980	9,212	9,362	10,274
4211 Misc vehicle maintenance charge	-	-	16	-	-	-
4300 Central store	211	77	34	150	175	175
4700 Imaging system charges	1,689	1,391	1,392	1,465	1,465	1,465
Subtotal	<u>10,762</u>	<u>10,922</u>	<u>9,422</u>	<u>10,827</u>	<u>11,002</u>	<u>11,914</u>
Other Charges						
5210 Postage/messenger service	453	337	321	325	350	400
5230 Telecommunications	1,390	1,214	1,172	1,400	1,800	2,200
5510 Personnel development	3,712	4,881	3,208	5,000	6,500	7,000
5520 Employee recognition program	79	89	38	-	100	200
5810 Dues & memberships	2,908	2,783	2,858	3,100	3,400	3,850
5820 Assoc/meeting support charges	563	1,338	619	1,500	1,700	1,800
5825 Administrative support charges	41	-	-	-	-	-
5850 Mileage expenses	219	60	22	150	350	450
Subtotal	<u>9,365</u>	<u>10,702</u>	<u>8,238</u>	<u>11,475</u>	<u>14,200</u>	<u>15,900</u>
Materials & Supplies						
6010 Office supplies	1,143	1,410	940	1,200	1,500	2,050
6020 Food/food service supplies	-	-	-	-	100	100
6120 Books & subscriptions	218	168	283	250	350	500
6170 Computer mat/supplies	-	-	82	100	200	200
6171 Small equipment	-	-	-	-	100	100
Subtotal	<u>1,361</u>	<u>1,578</u>	<u>1,305</u>	<u>1,550</u>	<u>2,250</u>	<u>2,950</u>
Capital Outlay						
8170 Data processing equipment	-	-	2,093	3,000	3,000	2,200
Subtotal	<u>-</u>	<u>-</u>	<u>2,093</u>	<u>3,000</u>	<u>3,000</u>	<u>2,200</u>
Activity Total	<u>\$ 411,241</u>	<u>\$ 415,351</u>	<u>\$ 405,069</u>	<u>\$ 429,837</u>	<u>\$ 576,355</u>	<u>\$ 613,197</u>
Personnel	\$ 389,201	\$ 391,594	\$ 383,474	\$ 402,385	\$ 545,303	\$ 579,653
Non-personnel	22,040	23,757	21,595	27,452	31,052	33,544
	<u>\$ 411,241</u>	<u>\$ 415,351</u>	<u>\$ 405,069</u>	<u>\$ 429,837</u>	<u>\$ 576,355</u>	<u>\$ 613,197</u>
	0.33%	1.00%	-2.48%	6.11%	42.29%	42.66%

**Administrative & Legal Services
Public Information & Community Relations - Activity #10122**

Mission

To foster citizen understanding and appreciation of County government policies, practices and operations; to increase the willingness of residents to participate in County government; to assist citizens who seek information or voice complaints; and to provide communications support to the County's marketing, tourism, and economic development efforts.

Goals

- Provide the news media with information concerning County policies, practices, operations, and events.
- Serve as media advisor to County staff, arrange interviews and press conferences.
- Produce the County Annual Report, Citizen Guide, four Citizen Newsletters, employee publications, and a series of informational brochures dealing with all facets and services of County government.
- Develop and implement responses to citizens' concerns and complaints.
- Coordinate, as necessary, public information meetings on current policy issues (such as associations of homeowners).
- Provide public information during emergency situations.

Implementation Strategies

- To further promote and publicize economic development and tourism.
- Support the expanding Tourism and Events Division with promotion of its activities, especially the activities planned in and around Riverwalk Landing.
- Keep current information in "Front and Center" section of County's website home page.
- Continue updating and standardizing official County publications and brochures to ensure consistency of appearance and style.
- Provide local media story ideas about the positive services and programs offered by the County.

Budget Comments - FY2014

Funding has been reduced due to the elimination of the Public Information Officer position.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 182,847	\$ 190,431	\$ 180,346	\$ 160,525	\$ 108,869	\$ 87,304
Operating	46,921	31,103	33,606	40,402	39,868	38,361
Capital	-	3,473	-	1,500	2,034	-
Total Expenditures	<u>\$ 229,768</u>	<u>\$ 225,007</u>	<u>\$ 213,952</u>	<u>\$ 202,427</u>	<u>\$ 150,771</u>	<u>\$ 125,665</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	-
Admin/Clerical	1.00	1.00	1.00	-	-	-
Total Funded FTEs	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
10122 Public Information & Community Relations						
Personnel Services						
1513 Middle management	\$ 58,350	\$ 59,719	\$ 59,531	\$ 63,344	\$ 84,378	\$ 66,213
1515 Professional & technical salaries	56,076	56,076	56,076	58,880	-	-
1516 Administrative & clerical salaries	25,281	27,781	21,477	-	-	-
1595 Overtime	-	-	638	-	-	-
2100 FICA	10,466	10,774	10,339	9,350	6,455	5,065
2200 VRS	18,766	20,289	19,378	14,508	10,016	7,859
2300 Health care	13,086	15,390	12,523	12,830	6,907	7,379
2400 Group life insurance	822	402	384	1,613	1,113	788
Subtotal	<u>182,847</u>	<u>190,431</u>	<u>180,346</u>	<u>160,525</u>	<u>108,869</u>	<u>87,304</u>
Contractual Services						
3320 Maintenance service contracts	116	79	77	120	120	120
3500 Printing & binding	17,144	13,496	13,913	16,500	15,966	16,500
Subtotal	<u>17,260</u>	<u>13,575</u>	<u>13,990</u>	<u>16,620</u>	<u>16,086</u>	<u>16,620</u>
Internal Services						
4300 Central store	-	47	40	50	50	25
4700 Imaging system charges	844	696	696	732	732	366
Subtotal	<u>844</u>	<u>743</u>	<u>736</u>	<u>782</u>	<u>782</u>	<u>391</u>
Other Charges						
5210 Postal/messenger service	23,959	13,729	17,082	18,500	18,500	18,500
5230 Telecommunications	1,020	833	742	1,000	1,000	850
5510 Personnel development	447	45	-	500	500	300
5520 Employee recognition program	-	-	38	100	100	50
5810 Dues & memberships	225	100	100	300	300	100
5820 Assoc/meeting support charges	359	77	39	300	300	100
5850 Mileage expenses	877	341	277	500	500	200
5920 Awards & Recognition	-	-	60	-	-	-
Subtotal	<u>26,887</u>	<u>15,125</u>	<u>18,338</u>	<u>21,200</u>	<u>21,200</u>	<u>20,100</u>
Materials & Supplies						
6010 Office supplies	1,332	1,374	346	1,200	1,200	650
6011 Photo supplies	247	-	-	200	200	100
6120 Books & subscriptions	200	187	196	200	200	400
6170 Computer mat/supplies	151	99	-	200	200	100
Subtotal	<u>1,930</u>	<u>1,660</u>	<u>542</u>	<u>1,800</u>	<u>1,800</u>	<u>1,250</u>
Capital Outlay						
8170 Data processing equipment	-	3,473	-	1,500	2,034	-
Subtotal	<u>-</u>	<u>3,473</u>	<u>-</u>	<u>1,500</u>	<u>2,034</u>	<u>-</u>
Activity Total	<u>\$ 229,768</u>	<u>\$ 225,007</u>	<u>\$ 213,952</u>	<u>\$ 202,427</u>	<u>\$ 150,771</u>	<u>\$ 125,665</u>
Personnel	\$ 182,847	\$ 190,431	\$ 180,346	\$ 160,525	\$ 108,869	\$ 87,304
Non-personnel	46,921	34,576	33,606	41,902	41,902	38,361
	<u>\$ 229,768</u>	<u>\$ 225,007</u>	<u>\$ 213,952</u>	<u>\$ 202,427</u>	<u>\$ 150,771</u>	<u>\$ 125,665</u>
	10.95%	-2.07%	-4.91%	-5.39%	-29.53%	-37.92%

**Administrative & Legal Services
County Attorney - Activity #10124**

Mission

To provide fulltime legal services on civil matters for the Board of Supervisors, School Division, Department of Social Services, the Economic Development Authority, County Administrator, as well as the departments, administrative offices and constitutional officers of the County, and various other County boards, commissions, and agencies.

Goals

- Provide quality and timely legal services to the County.
- Emphasize the continuous training of present staff to keep abreast of current developments in the legal field so that the office's many clients can be provided timely and accurate legal advice.
- Maintain a state-of-the-art legal office.

Implementation Strategies

- Help implement new initiatives of the Board and the County and changes in County programs, ordinances or regulations mandated by changes in Federal or State laws.
- Ensure that the County is in compliance with legal requirements, that the County's exposure to risk is minimized, and that the most efficient and effective practices are followed.
- Seek new and improved ways to assist with file organization and retrieval to help maintain a state-of-the-art law office.
- Represent the County and its interests in courts of law and legal negotiation; prepare and review ordinances, resolutions, contracts, agreements, leases, deeds and other legal documents to which the County is a party; advise County officials on the legal aspects of County policies, programs and business matters.
- Consult with County officials and staff as needed. Review proposed legislation, administrative papers, contracts, agreements, leases, and other legal documents; respond to written requests for legal opinions; continually review and recommend amendments to the County Code in order to keep the County's laws up to date; attend all regularly scheduled meetings of the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and School Board; draft the County's legislative program, propose legislation as needed, and testify before legislative committees of the General Assembly.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is provided for the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 358,055	\$ 362,910	\$ 346,177	\$ 359,017	\$ 359,017	\$ 365,067
Operating	14,826	19,538	79,394	21,867	21,867	21,521
Capital	-	-	1,935	1,800	1,800	1,800
Total Expenditures	<u>\$ 372,881</u>	<u>\$ 382,448</u>	<u>\$ 427,506</u>	<u>\$ 382,684</u>	<u>\$ 382,684</u>	<u>\$ 388,388</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
10124 County Attorney						
Personnel Services						
1512 Senior level management	\$ 122,000	\$ 122,000	\$ 122,000	\$ 128,100	\$ 128,100	\$ 128,100
1515 Professional & technical salaries	85,269	85,629	85,789	90,078	90,078	91,880
1516 Administrative & clerical salaries	64,869	64,989	50,786	49,232	49,232	50,217
1531 As required-professional/technical	560	-	-	-	-	-
2100 FICA	19,299	19,201	18,073	20,457	20,457	20,670
2200 VRS	36,578	38,498	36,386	31,742	31,742	32,072
2300 Health care	27,868	31,830	32,422	35,878	35,878	38,913
2400 Group life insurance	1,612	763	721	3,530	3,530	3,215
Subtotal	<u>358,055</u>	<u>362,910</u>	<u>346,177</u>	<u>359,017</u>	<u>359,017</u>	<u>365,067</u>
Contractual Services						
3150 Legal services	90	4,974	66,556	7,500	7,500	7,500
3320 Maintenance service contracts	356	319	392	350	350	350
Subtotal	<u>446</u>	<u>5,293</u>	<u>66,948</u>	<u>7,850</u>	<u>7,850</u>	<u>7,850</u>
Internal Services						
4210 Vehicle maintenance	-	392	179	240	240	250
4300 Central store	78	90	34	50	50	50
4700 Imaging system charges	1,266	1,043	696	732	732	366
Subtotal	<u>1,344</u>	<u>1,525</u>	<u>909</u>	<u>1,022</u>	<u>1,022</u>	<u>666</u>
Other Charges						
5210 Postal/messenger service	350	428	289	375	375	375
5230 Telecommunications	55	68	49	50	50	50
5510 Personnel development	1,582	1,421	808	1,600	1,600	1,600
5520 Employee recognition program	75	61	48	75	75	75
5810 Dues & memberships	1,860	2,173	2,138	2,170	2,170	2,200
5850 Mileage expenses	450	110	45	200	200	100
Subtotal	<u>4,372</u>	<u>4,261</u>	<u>3,377</u>	<u>4,470</u>	<u>4,470</u>	<u>4,400</u>
Materials & Supplies						
6010 Office supplies	958	837	619	825	825	825
6120 Books & subscriptions	7,706	7,622	7,541	7,500	7,500	7,580
6170 Computer mat/supplies	-	-	-	200	200	200
Subtotal	<u>8,664</u>	<u>8,459</u>	<u>8,160</u>	<u>8,525</u>	<u>8,525</u>	<u>8,605</u>
Capital Outlay						
8170 Data processing equipment	-	-	1,935	1,800	1,800	1,800
Subtotal	<u>-</u>	<u>-</u>	<u>1,935</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Activity Total	<u>\$ 372,881</u>	<u>\$ 382,448</u>	<u>\$ 427,506</u>	<u>\$ 382,684</u>	<u>\$ 382,684</u>	<u>\$ 388,388</u>
Personnel	\$ 358,055	\$ 362,910	\$ 346,177	\$ 359,017	\$ 359,017	\$ 365,067
Non-personnel	14,826	19,538	81,329	23,667	23,667	23,321
	<u>\$ 372,881</u>	<u>\$ 382,448</u>	<u>\$ 427,506</u>	<u>\$ 382,684</u>	<u>\$ 382,684</u>	<u>\$ 388,388</u>
	-6.48%	2.57%	11.78%	-10.48%	-10.48%	1.49%

Video Services
Video Services - Activity #10123

Mission

Provide timely, useful information to York County citizens about County, Schools, and regional government programs, services, and issues, in an effort to promote awareness and stimulate citizen involvement.

Goals

- Improve community and business relations through communications, media relations, and education programs.
- Promote the Board of Supervisors, the County Administrator, School Board and School Superintendent goals and objectives.
- Provide educational support to York County Schools.
- Improve the efficiency of cablecast operations and other distribution methods, establish a marketing plan, and develop future programming.

Implementation Strategies

- Improve efficiency of video services for the County and School System.
- Create new programs for Video Services-managed channels.
- Maintain technical capabilities of Video Services.
- Implement internal and external marketing of Video Services.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Operating increases are to support vehicle maintenance charges and audio visual supplies due to trends. Capital funding was provided for the replacement of a waveform monitor and the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Funding Sources</u>						
Local/State/Fed Non-Categorical	\$ 251,409	\$ 258,359	\$ 254,877	\$ 275,261	\$ 275,261	\$ 281,043
School Support	76,779	78,042	76,812	83,590	83,590	86,250
Total Funding Sources	\$ 328,188	\$ 336,401	\$ 331,689	\$ 358,851	\$ 358,851	\$ 367,293
<u>Expenditures</u>						
Personnel	\$ 285,891	\$ 291,770	\$ 294,642	\$ 310,861	\$ 310,861	\$ 312,847
Operating	35,678	37,326	33,201	38,290	38,290	39,446
Capital	6,619	7,305	3,846	9,700	9,700	15,000
Total Expenditures	\$ 328,188	\$ 336,401	\$ 331,689	\$ 358,851	\$ 358,851	\$ 367,293
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	4.50	4.50	4.50	4.50	4.50	4.50
<u>Key Service Indicators</u>						
County production hours	3,863.5	2,941.0	3,277.0	2,658.0	2,658.0	2,658.0
School production hours	1,692.5	1,899.5	1,824.5	2,658.0	2,658.0	2,658.0
Joint County/School prod hours	1,886.0	1,675.5	1,414.5	1,200.0	1,200.0	1,200.0
Webstreaming views	6,504	7,000	7,000	8,000	8,000	8,000
Bulletin board pages	1,777	1,700	1,703	1,700	1,800	1,800

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
10123 Video Services						
Personnel Services						
1513 Middle management	\$ 69,522	\$ 69,702	\$ 69,782	\$ 73,271	\$ 73,271	\$ 74,736
1515 Professional & technical salaries	131,461	132,625	132,451	139,350	139,350	142,137
1522 Reg PT administrative/clerical	11,961	12,015	12,012	12,014	12,014	12,254
1531 As required-professional/technical	2,468	2,030	2,288	3,000	3,000	3,000
1595 Overtime	17	103	66	550	550	550
1596 Holiday worked	4	89	263	200	200	200
2100 FICA	15,858	15,856	15,874	17,471	17,471	17,815
2200 VRS	27,044	28,583	28,592	25,238	25,238	25,743
2300 Health care	26,366	30,200	32,747	36,960	36,960	33,831
2400 Group life insurance	1,190	567	567	2,807	2,807	2,581
Subtotal	<u>285,891</u>	<u>291,770</u>	<u>294,642</u>	<u>310,861</u>	<u>310,861</u>	<u>312,847</u>
Contractual Services						
3310 Repairs & maintenance	3,250	1,565	193	2,500	2,500	2,500
3320 Maintenance service contracts	4,670	2,770	2,740	4,000	4,000	3,000
3320-001 Maintenance service-webcasting	5,940	6,270	6,046	6,600	6,600	7,000
Subtotal	<u>13,860</u>	<u>10,605</u>	<u>8,979</u>	<u>13,100</u>	<u>13,100</u>	<u>12,500</u>
Internal Services						
4210 Vehicle maintenance	4,780	6,828	7,071	6,600	6,600	7,771
4211 Misc vehicle maintenance charges	-	-	17	-	-	-
4300 Central store	-	24	12	25	25	25
Subtotal	<u>4,780</u>	<u>6,852</u>	<u>7,100</u>	<u>6,625</u>	<u>6,625</u>	<u>7,796</u>
Other Charges						
5210 Postal/messenger service	97	538	66	200	200	200
5230 Telecommunications	4,732	4,744	3,816	4,400	4,400	4,400
5233 Telecommunications-data lines	1,977	2,381	1,733	2,200	2,200	2,000
5510 Personnel development	-	-	-	500	500	500
5810 Dues & memberships	15	15	15	15	15	-
5820 Assoc/meeting support charges	8	-	-	-	-	-
5850 Mileage expenses	1,754	1,268	686	1,200	1,200	1,000
Subtotal	<u>8,583</u>	<u>8,946</u>	<u>6,316</u>	<u>8,515</u>	<u>8,515</u>	<u>8,100</u>
Materials & Supplies						
6010 Office supplies	1,015	476	951	1,000	1,000	1,000
6012 Audio visual materials & supplies	3,915	6,211	6,922	5,000	5,000	6,000
6020 Food & food service supplies	48	-	69	50	50	50
6070 Repair & maintenance supplies	3,477	4,087	2,803	3,500	3,500	3,500
6170 Computer mat/supplies	-	149	-	500	500	500
Subtotal	<u>8,455</u>	<u>10,923</u>	<u>10,745</u>	<u>10,050</u>	<u>10,050</u>	<u>11,050</u>
Capital Outlay						
8133 TV production equipment	6,619	7,305	3,846	9,700	9,700	12,000
8170 Data processing equipment	-	-	-	-	-	3,000
Subtotal	<u>6,619</u>	<u>7,305</u>	<u>3,846</u>	<u>9,700</u>	<u>9,700</u>	<u>15,000</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	61	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>61</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	\$ 328,188	\$ 336,401	\$ 331,689	\$ 358,851	\$ 358,851	\$ 367,293
Personnel	\$ 285,891	\$ 291,770	\$ 294,642	\$ 310,861	\$ 310,861	\$ 312,847
Non-personnel	42,297	44,631	37,047	47,990	47,990	54,446
	<u>\$ 328,188</u>	<u>\$ 336,401</u>	<u>\$ 331,689</u>	<u>\$ 358,851</u>	<u>\$ 358,851</u>	<u>\$ 367,293</u>
	-4.53%	2.50%	-1.40%	8.19%	8.19%	2.35%

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Election Services

General Administration-Election Services is responsible for the elections held within the County. This is accomplished through the divisions below. Individual division details follow this summary page.

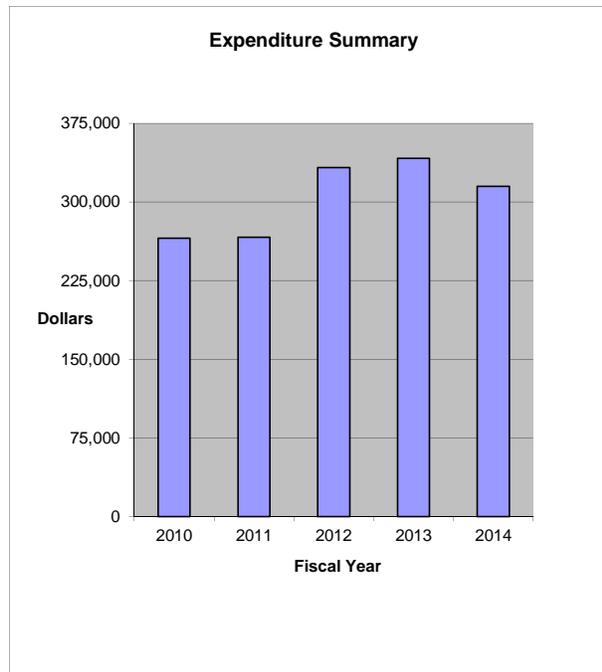
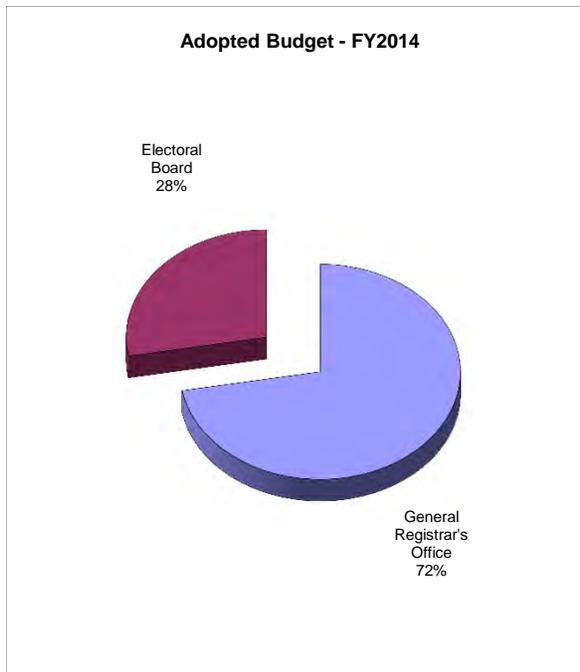
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 212,338	\$ 219,325	\$ 265,209	\$ 294,675	\$ 294,675	\$ 270,414	85.87%
State/Federal Aid & Grants	-	-	2,500	-	-	-	0.00%
State Board of Elections	53,250	46,963	65,017	46,900	46,900	44,500	14.13%
Total Funding Sources	\$ 265,588	\$ 266,288	\$ 332,726	\$ 341,575	\$ 341,575	\$ 314,914	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
General Registrar's Office	\$ 204,678	\$ 211,810	\$ 217,634	\$ 248,888	\$ 248,888	\$ 227,364	-8.65%
Electoral Board	60,910	54,478	115,092	92,687	92,687	87,550	-5.54%
Total Expenditures	\$ 265,588	\$ 266,288	\$ 332,726	\$ 341,575	\$ 341,575	\$ 314,914	-7.81%

Expenditure by Category							
Personnel	\$ 204,035	\$ 207,182	\$ 214,967	\$ 245,908	\$ 245,908	\$ 223,974	-8.92%
Operating	61,553	54,085	115,259	93,867	93,867	89,440	-4.72%
Capital	-	5,021	2,500	1,800	1,800	1,500	-16.67%
Total Expenditures	\$ 265,588	\$ 266,288	\$ 332,726	\$ 341,575	\$ 341,575	\$ 314,914	-7.81%

Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.75	2.50	2.50	2.50	2.50	2.50
Total Funded FTEs	3.75	3.50	3.50	3.50	3.50	3.50

Key Service Indicators						
Registered voters	44,353	45,000	46,000	47,000	47,000	45,000
Voter registration transactions	5,302	5,500	8,500	9,000	9,000	5,300
Precincts	14	14	16	14	14	14
Elections held	2	2	4	2	2	2
Voting machines prepared	71	70	148	94	94	74
Officers of election trained	218	240	500	350	350	356



Election Services
General Registrar's Office - Activity #10131

Mission

Required by the *Code of Virginia* to register, reinstate, transfer, and upgrade voter records for any qualified citizen of Virginia, as well as delete those citizens who are no longer qualified to vote; handles applications from several agencies in Virginia as well as federal and national forms; and handles all absentee voting and candidate filings.

Goals

- Register to vote all qualified York County residents.
- Continue to comply with federal, state, and local election laws.
- Provide timely and quality service to citizens, candidates, news media, and elected officials.
- Increase public awareness of voter registration and absentee voting processes.
- Provide appropriate employee training.
- Assist the Electoral Board with their various responsibilities.

Implementation Strategies

- Adhere to changes in policies and procedures required by the State Board of Elections, as well as federal and state laws.
- Employ work-as-required personnel as required during election season to provide timely responses to state and public requests and manage absentee voting.
- Maintain voting equipment by providing administrative support for two voting systems.
- Continue with the process of implementing redistricting changes based on the lines approved by the Virginia General Assembly and the York County Board of Supervisors and precleared by the U.S. Department of Justice; inform voters of these changes.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. The reduction in personnel for work-as-required and overtime is attributable not having the Presidential election to support. Capital funding is programmed for the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 192,713	\$ 195,928	\$ 203,049	\$ 234,463	\$ 234,463	\$ 212,529
Operating	11,965	10,861	14,585	12,625	12,625	13,335
Capital	-	5,021	-	1,800	1,800	1,500
Total Expenditures	<u>\$ 204,678</u>	<u>\$ 211,810</u>	<u>\$ 217,634</u>	<u>\$ 248,888</u>	<u>\$ 248,888</u>	<u>\$ 227,364</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	<u>2.75</u>	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>	<u>2.50</u>
Total Funded FTEs	<u>3.75</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
10131 General Registrar's Office						
Personnel Services						
1513 Middle management	\$ 52,220	\$ 52,220	\$ 52,220	\$ 54,831	\$ 54,831	\$ 55,928
1515 Professional & technical salaries	75,916	76,892	76,907	80,753	80,753	82,368
1521 Reg PT professional/technical	17,999	14,801	16,950	12,014	12,014	12,254
1531 As required-professional/technical	840	3,479	3,774	15,000	15,000	6,000
1532 As required-administrative/clerical	-	-	-	5,000	5,000	-
1595 Overtime	4,622	4,093	6,780	17,000	17,000	6,000
2100 FICA	11,509	11,148	11,662	14,122	14,122	12,435
2200 VRS	17,246	18,233	18,233	16,094	16,094	16,416
2300 Health care	11,602	14,700	16,161	17,859	17,859	19,482
2400 Group life insurance	759	362	362	1,790	1,790	1,646
Subtotal	<u>192,713</u>	<u>195,928</u>	<u>203,049</u>	<u>234,463</u>	<u>234,463</u>	<u>212,529</u>
Contractual Services						
3320 Maint service contracts	1,028	799	852	700	700	850
3500 Printing & binding	555	431	412	700	700	600
3600 Advertising	951	1,326	2,950	1,600	1,600	1,650
3920 Misc contractual services	136	136	137	140	140	150
Subtotal	<u>2,670</u>	<u>2,692</u>	<u>4,351</u>	<u>3,140</u>	<u>3,140</u>	<u>3,250</u>
Internal Services						
4210 Vehicle maintenance	1,385	1,395	2,024	2,000	2,000	2,000
4211 Misc vehicle maintenance charges	-	53	-	-	-	-
4300 Central store	-	12	12	25	25	20
Subtotal	<u>1,385</u>	<u>1,460</u>	<u>2,036</u>	<u>2,025</u>	<u>2,025</u>	<u>2,020</u>
Other Charges						
5210 Postal/messenger service	3,189	2,655	3,098	3,500	3,500	3,500
5230 Telecommunications	261	247	243	250	250	250
5510 Personnel development	2,037	1,343	1,744	1,560	1,560	2,165
5520 Employee recognition program	290	802	827	200	200	200
5810 Dues & memberships	230	230	230	230	230	230
5850 Mileage expenses	128	82	8	150	150	50
Subtotal	<u>6,135</u>	<u>5,359</u>	<u>6,150</u>	<u>5,890</u>	<u>5,890</u>	<u>6,395</u>
Materials & Supplies						
6010 Office supplies	1,697	841	1,875	1,500	1,500	1,600
6020 Food & food service supplies	54	242	173	-	-	-
6120 Books & subscriptions	-	22	-	20	20	20
6170 Computer mat/supplies	24	245	-	50	50	50
Subtotal	<u>1,775</u>	<u>1,350</u>	<u>2,048</u>	<u>1,570</u>	<u>1,570</u>	<u>1,670</u>
Capital Outlay						
8170 Data processing equipment	-	5,021	-	1,800	1,800	1,500
Subtotal	<u>-</u>	<u>5,021</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>1,500</u>
Activity Total	<u>\$ 204,678</u>	<u>\$ 211,810</u>	<u>\$ 217,634</u>	<u>\$ 248,888</u>	<u>\$ 248,888</u>	<u>\$ 227,364</u>
Personnel	\$ 192,713	\$ 195,928	\$ 203,049	\$ 234,463	\$ 234,463	\$ 212,529
Non-personnel	11,965	15,882	14,585	14,425	14,425	14,835
	<u>\$ 204,678</u>	<u>\$ 211,810</u>	<u>\$ 217,634</u>	<u>\$ 248,888</u>	<u>\$ 248,888</u>	<u>\$ 227,364</u>
	-8.44%	3.48%	2.75%	14.36%	14.36%	-8.65%

Election Services
Electoral Board - Activity #10132

Mission

Supervises all elections in the County; appoints the Registrar and the Officers of Election; works with the voting machine technician; purchases voting equipment; orders the printing of ballots; trains Officers of Election; and conducts the certification of all elections.

Goals

- Conducts elections according to the federal, state, and local election laws.
- Appoints a qualified Registrar and approves the number of assistants.
- Recruits and appoints qualified Officers of Election.
- Provides training for all appointed Officers of Election.
- Purchases and maintains voting equipment approved by the State Board of Elections.
- Purchases election materials in the most economical way possible.
- Certifies elections accurately and expeditiously.
- Provides information to the public about the election process in conjunction with the Registrar's Office.

Implementation Strategies

- Continue to educate the public about HAVA-compliant DRE voting machines.
- Train all officers of election on new and continued election procedures, including Statements of Results and voting machines.
- Refine security plan for voting machines, as required.
- Continue implementing redistricting changes based on the lines approved by the Virginia General Assembly and the York County Board of Supervisors and precleared by the U.S. Department of Justice.

Budget Comments - FY2014

The overall decrease is attributable to not having the Presidential election to support.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 11,322	\$ 11,254	\$ 11,918	\$ 11,445	\$ 11,445	\$ 11,445
Operating	49,588	43,224	100,674	81,242	81,242	76,105
Capital	-	-	2,500	-	-	-
Total Expenditures	<u>\$ 60,910</u>	<u>\$ 54,478</u>	<u>\$ 115,092</u>	<u>\$ 92,687</u>	<u>\$ 92,687</u>	<u>\$ 87,550</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
10132 Electoral Board						
Personnel Services						
1500 Board & commissions	\$ 9,907	\$ 10,024	\$ 9,911	\$ 10,032	\$ 10,032	\$ 10,032
1531 As required-election workers	610	430	1,160	600	600	600
2100 FICA	805	800	847	813	813	813
Subtotal	<u>11,322</u>	<u>11,254</u>	<u>11,918</u>	<u>11,445</u>	<u>11,445</u>	<u>11,445</u>
Contractual Services						
3132 Data processing fees	4,050	4,246	10,466	4,200	4,200	4,530
3310 Repairs & maintenance	30	-	-	200	200	100
3320 Maintenance service contracts	5,237	4,831	5,519	6,405	6,405	6,640
3500 Printing & binding	4,185	8,481	10,706	11,700	11,700	8,550
3920 Misc contractual services	-	-	560	-	-	-
3941 Offices of elections-stipends	29,720	18,620	61,645	47,512	47,512	45,740
3941-001 Offices of elections-misc reimbmt	1,153	739	2,451	-	-	780
Subtotal	<u>44,375</u>	<u>36,917</u>	<u>91,347</u>	<u>70,017</u>	<u>70,017</u>	<u>66,340</u>
Other Charges						
5210 Postal/messenger service	1,308	937	1,251	4,100	4,100	2,860
5510 Personnel development	1,497	1,932	3,251	1,950	1,950	2,500
5520 Employee recognition program	372	-	539	100	100	500
5810 Dues & memberships	100	100	125	125	125	125
5850 Mileage expenses	1,184	1,167	2,292	2,300	2,300	1,800
Subtotal	<u>4,461</u>	<u>4,136</u>	<u>7,458</u>	<u>8,575</u>	<u>8,575</u>	<u>7,785</u>
Materials & Supplies						
6010 Office supplies	693	319	308	100	100	350
6010-001 Election supplies	-	1,789	1,065	2,500	2,500	1,500
6020 Food & food service supplies	59	63	288	-	-	-
6170 Computer mat/supplies	-	-	-	50	50	130
6171 Small equipment	-	-	208	-	-	-
Subtotal	<u>752</u>	<u>2,171</u>	<u>1,869</u>	<u>2,650</u>	<u>2,650</u>	<u>1,980</u>
Capital Outlay						
8997-002 Elect Bd redistrict machine	-	-	2,500	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>2,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 60,910</u>	<u>\$ 54,478</u>	<u>\$ 115,092</u>	<u>\$ 92,687</u>	<u>\$ 92,687</u>	<u>\$ 87,550</u>
Personnel	\$ 11,322	\$ 11,254	\$ 11,918	\$ 11,445	\$ 11,445	\$ 11,445
Non-personnel	49,588	43,224	103,174	81,242	81,242	76,105
	<u>\$ 60,910</u>	<u>\$ 54,478</u>	<u>\$ 115,092</u>	<u>\$ 92,687</u>	<u>\$ 92,687</u>	<u>\$ 87,550</u>
	-33.07%	-10.56%	111.26%	-19.47%	-19.47%	-5.54%

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Clerk of the Circuit Court Commonwealth's Attorney's Office

The Clerk of the Circuit Court is the custodian of all permanent records for the citizens of York County and the City of Poquoson. The Commonwealth's Attorney's Office is responsible for prosecuting all felonies, misdemeanor appeals and certain misdemeanors and criminal forfeiture cases originating in York County and the City of Poquoson. This is accomplished through the divisions below. Individual division details follow this summary page.

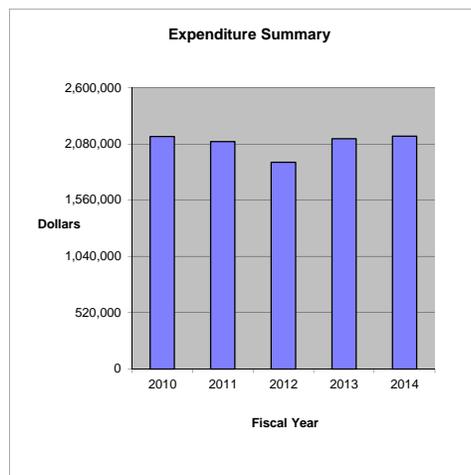
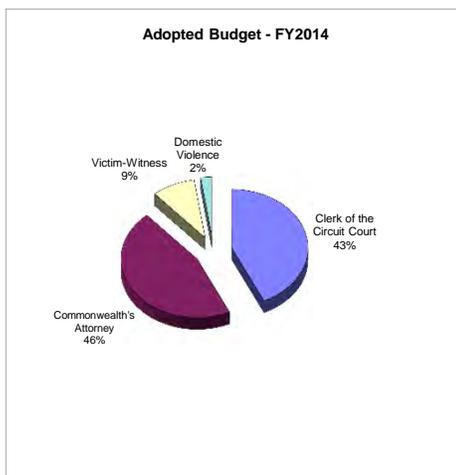
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 715,408	\$ 734,477	\$ 544,302	\$ 785,718	\$ 785,718	\$ 781,471	36.33%
Donations	-	-	349	-	-	-	0.00%
Permits, Fees, Fines	10,699	6,500	6,247	9,000	9,000	9,000	0.42%
Charges for Services	209,585	124,658	145,579	128,000	128,000	150,500	7.00%
State/Federal Aid & Grants	168,934	121,000	128,192	122,235	126,119	122,235	5.68%
York-Poquoson Courthouse	92,735	124,010	140,781	162,260	162,260	144,302	6.71%
State Compensation Board	950,971	989,902	945,484	919,000	950,614	943,380	43.86%
Total Funding Sources	\$ 2,148,332	\$ 2,100,547	\$ 1,910,934	\$ 2,126,213	\$ 2,161,711	\$ 2,150,888	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Clerk of the Circuit Court	\$ 896,678	\$ 840,738	\$ 799,334	\$ 880,847	\$ 912,461	\$ 925,713	5.09%
Commonwealth's Attorney	980,240	1,031,059	885,455	1,000,738	1,002,122	977,803	-2.29%
Victim-Witness	227,099	182,894	179,567	186,592	189,092	197,589	5.89%
Domestic Violence	44,315	45,856	46,578	58,036	58,036	49,783	-14.22%
Total Expenditures	\$ 2,148,332	\$ 2,100,547	\$ 1,910,934	\$ 2,126,213	\$ 2,161,711	\$ 2,150,888	1.16%

Expenditure by Category							
Personnel	\$ 1,970,948	\$ 1,951,209	\$ 1,807,611	\$ 2,047,268	\$ 2,047,268	\$ 2,074,873	1.35%
Operating	111,745	107,837	57,585	66,345	70,656	65,215	-1.70%
Capital	65,639	41,501	45,738	12,600	43,787	10,800	-14.29%
Total Expenditures	\$ 2,148,332	\$ 2,100,547	\$ 1,910,934	\$ 2,126,213	\$ 2,161,711	\$ 2,150,888	1.16%

Funded FTEs						
Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	17.50	17.50	17.50	17.50	18.50	18.50
Admin/Clerical	10.50	10.50	9.75	9.75	9.00	8.75
Total Funded FTEs	30.00	30.00	29.25	29.25	29.50	29.25

Key Service Indicators						
Land records processed	28,418	22,865	21,063	25,000	25,000	22,000
Criminal cases processed	2,602	2,738	2,776	3,000	3,000	3,000
Civil orders processed	1,824	644	1,960	2,000	800	2,000
Judgments and liens files	3,784	3,819	4,003	4,000	4,000	4,000
Wills and estate orders processed	1,712	357	361	360	360	350
Circuit Court cases	1,271	1,173	1,119	1,130	1,130	1,130
General District Court cases	6,056	5,289	5,328	5,328	5,328	5,500
Juvenile & Domestic Relations Court cases	1,365	1,429	1,366	1,366	1,366	1,366
New Victim-Witness clients served	1,081	1,150	1,121	1,150	1,150	1,150
Victim-Witness phone calls	14,302	14,000	10,992	14,000	12,500	12,500
Domestic violence cases	183	170	130	180	180	140
Sexual assault cases	5	10	10	10	10	10
Stalking cases	13	10	10	10	10	10



**Clerk of the Circuit Court & Commonwealth's Attorney
Clerk of the Circuit Court - Activity #20214**

Mission

To provide excellent services to the general public in an accurate, courteous, timely, and professional manner, in accordance with the laws and Constitution of the Commonwealth of Virginia.

Goals

- Provide services from the Records Management Division, which assigns document numbers for land records, judgments, and financing statements; creates indexes and scans all documents for permanent record; collects fees; issues marriage licenses and files all documents and makes copies requested by public.
- Provide services from the Probate Division, which files wills; collects probate taxes and clerk's fee; issues certificates of qualification for executors, administrators, trustees, guardians and conservators authorizing them to manage estates.
- Provide services from the Civil Division, which files cases involving lawsuits, divorces, adoptions, and name change petitions; prepares papers for service; issues subpoenas and concealed handgun permits; processes court orders; docket judgments; and submits monthly reports to the Bureau of Vital Statistics.
- Provide services from the Criminal Division, which prepares docket and case files for felonies and misdemeanor appeals; assists the judge in the courtroom for criminal cases; prepares criminal orders; processes criminal orders and distributes them to agencies; enters fines and costs data into financial system; and submits monthly statistical reports to Supreme Court of Virginia.
- Provide services from the Financial Management Division, which generates payments for supplies, court appointed attorneys, juries, witnesses, court reporters, and psychologists; balances financial accounts and reconciles bank accounts; collects fines and costs; deposits and disburses trust funds or escrowed funds as directed by court; and prepares financial reports required by State.
- As required by the Code of Virginia, redact current social security numbers from land records, which are available via the Internet.
- Enhance records by creating computerized estate records, back-scanning deed books, and re-scanning photostat copies of land records.
- Purge Criminal and Civil files pursuant to the Records Retention and Disposition Schedule.
- Physical reorganization of office for more efficient workflow so that each division is unified and clearly recognizable.

Implementation Strategies

- Implement schedules for employees to redact Social Security Numbers on all land record documents (deeds, mortgages, plats, wills, judgments, financing statements, etc.).
- Reorganize tasks of current employees to accomplish conversion of records to digital format.
- Rearrange employee workstations in land records to streamline the recordation process.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. An Administrative Assistant position remains unfunded for the third consecutive year. Capital funding is programmed for the routine replacement of two computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 790,146	\$ 771,360	\$ 723,697	\$ 836,947	\$ 836,947	\$ 886,563
Operating	44,028	35,985	32,704	40,900	40,900	35,850
Capital	62,504	33,393	42,933	3,000	34,614	3,300
Total Expenditures	<u>\$ 896,678</u>	<u>\$ 840,738</u>	<u>\$ 799,334</u>	<u>\$ 880,847</u>	<u>\$ 912,461</u>	<u>\$ 925,713</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	9.00	9.00	9.00	9.00	10.00	10.00
Admin/Clerical	4.50	4.50	3.75	3.75	3.00	3.00
Total Funded FTEs	<u>14.50</u>	<u>14.50</u>	<u>13.75</u>	<u>13.75</u>	<u>14.00</u>	<u>14.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
20214 Clerk of the Circuit Court						
Personnel Services						
1512 Senior level management	\$ 117,814	\$ 117,814	\$ 117,814	\$ 123,705	\$ 123,705	\$ 126,179
1515 Professional & technical salaries	383,757	381,128	373,952	391,561	401,548	425,343
1516 Administrative & clerical salaries	84,037	61,958	25,333	81,027	81,027	81,374
1522 Reg PT administrative/clerical	16,950	20,797	24,077	25,672	4,923	-
1595 Overtime	1,110	481	82	1,000	1,000	1,000
2100 FICA	44,275	42,840	39,673	47,657	47,776	48,493
2200 VRS	78,643	79,466	72,474	70,780	70,964	75,125
2300 Health care	60,047	65,300	68,855	87,674	98,113	121,518
2400 Group life insurance	3,513	1,576	1,437	7,871	7,891	7,531
Subtotal	<u>790,146</u>	<u>771,360</u>	<u>723,697</u>	<u>836,947</u>	<u>836,947</u>	<u>886,563</u>
Contractual Services						
3120 Auditing services	-	2,987	3,044	3,000	3,000	3,100
3137 Records management	5,736	4,127	1,950	3,500	3,500	500
3137-001 State Technology Funds	8,434	-	-	-	-	-
3150 Legal services	2,111	1,964	1,705	1,500	1,500	1,500
3310 Repairs & maintenance	189	377	335	250	250	250
3320 Maintenance service contracts	4,645	4,180	2,058	2,525	2,525	2,000
3500 Printing & binding	702	582	791	1,400	1,400	1,000
3920 Misc contractual services	-	54	32	200	200	-
Subtotal	<u>21,817</u>	<u>14,271</u>	<u>9,915</u>	<u>12,375</u>	<u>12,375</u>	<u>8,350</u>
Internal Services						
4300 Central store	<u>47</u>	<u>47</u>	<u>49</u>	<u>50</u>	<u>50</u>	<u>50</u>
Subtotal	<u>47</u>	<u>47</u>	<u>49</u>	<u>50</u>	<u>50</u>	<u>50</u>
Other Charges						
5210 Postal/messenger service	4,929	6,835	5,663	7,000	7,000	7,000
5230 Telecommunications	1,433	1,075	944	1,300	1,300	1,200
5510 Personnel development	290	223	-	975	975	975
5520 Employee recognition program	319	212	226	500	500	300
5810 Dues & memberships	458	423	345	500	500	500
5850 Mileage expenses	206	52	37	100	100	100
Subtotal	<u>7,635</u>	<u>8,820</u>	<u>7,215</u>	<u>10,375</u>	<u>10,375</u>	<u>10,075</u>
Materials & Supplies						
6010 Office supplies	12,468	11,074	11,573	13,000	13,000	12,000
6120 Books & subscriptions	188	231	-	250	250	250
6170 Computer mat/supplies	259	200	15	400	400	400
6172 Minor furnishings	501	250	256	500	500	500
Subtotal	<u>13,416</u>	<u>11,755</u>	<u>11,844</u>	<u>14,150</u>	<u>14,150</u>	<u>13,150</u>
Leases & Rentals						
7100 Operating leases of equipment	<u>1,113</u>	<u>1,092</u>	<u>3,681</u>	<u>3,950</u>	<u>3,950</u>	<u>4,225</u>
Subtotal	<u>1,113</u>	<u>1,092</u>	<u>3,681</u>	<u>3,950</u>	<u>3,950</u>	<u>4,225</u>
Capital Outlay						
8110 Machinery/equipment	-	1,468	-	-	-	-
8170 Data processing equipment	-	1,436	-	3,000	3,000	3,300
8190 State Technology Funds	<u>62,504</u>	<u>30,489</u>	<u>42,933</u>	<u>-</u>	<u>31,614</u>	<u>-</u>
Subtotal	<u>62,504</u>	<u>33,393</u>	<u>42,933</u>	<u>3,000</u>	<u>34,614</u>	<u>3,300</u>
Activity Total	<u>\$ 896,678</u>	<u>\$ 840,738</u>	<u>\$ 799,334</u>	<u>\$ 880,847</u>	<u>\$ 912,461</u>	<u>\$ 925,713</u>
Personnel	\$ 790,146	\$ 771,360	\$ 723,697	\$ 836,947	\$ 836,947	\$ 886,563
Non-personnel	106,532	69,378	75,637	43,900	75,514	39,150
	<u>\$ 896,678</u>	<u>\$ 840,738</u>	<u>\$ 799,334</u>	<u>\$ 880,847</u>	<u>\$ 912,461</u>	<u>\$ 925,713</u>
	-7.12%	-6.24%	-4.92%	10.20%	14.15%	5.09%

**Clerk of the Circuit Court & Commonwealth's Attorney
Commonwealth's Attorney - Activity #20221**

Mission

Prosecutes all felonies, all misdemeanor appeals and certain misdemeanors and criminal forfeitures originating in York County and the City of Poquoson; and advises law enforcement personnel regarding criminal law and procedure; renders advisory opinions to local officials regarding conflicts of interest; and responds to citizen's inquiries regarding state law, local ordinances and the criminal justice system.

Goals

- Prosecute criminal cases vigorously, successfully and efficiently.
- Ensure that crime victims are treated with sensitivity and professionalism by the criminal justice system.
- Provide effective assistance and guidance to law enforcement personnel.
- Enforce forfeitures of property used in criminal endeavors whenever possible.
- Provide prompt and accurate responses to citizen inquiries.

Implementation Strategies

- Continue services to crime victims.
- Continue "in-house" training to meet Sheriffs' and Police Departments' requirements.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. The reduction in overall personnel reflects savings from turnover. Capital funding is programmed for the routine replacement of three computers.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditure By Category</u>						
Personnel	\$ 954,920	\$ 960,722	\$ 862,652	\$ 973,093	\$ 973,093	\$ 954,108
Operating	25,320	62,229	19,998	19,445	21,256	19,195
Capital	-	8,108	2,805	8,200	7,773	4,500
Total Expenditures	<u>\$ 980,240</u>	<u>\$ 1,031,059</u>	<u>\$ 885,455</u>	<u>\$ 1,000,738</u>	<u>\$ 1,002,122</u>	<u>\$ 977,803</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	5.00	5.00	5.00	5.00	5.00	5.00
Admin/Clerical	5.50	5.50	5.50	5.50	5.50	5.50
Total Funded FTEs	<u>11.50</u>	<u>11.50</u>	<u>11.50</u>	<u>11.50</u>	<u>11.50</u>	<u>11.50</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20221 Commonwealth's Attorney						
Personnel Services						
1512 Senior level mgmt	\$ 127,397	\$ 127,397	\$ 127,397	\$ 133,767	\$ 133,767	\$ 136,442
1515 Professional & technical salaries	369,438	366,393	313,702	364,634	364,634	353,789
1516 Administrative & clerical salaries	221,435	219,075	199,668	229,550	229,550	205,332
1522 Reg PT admin/clerical	-	-	6,936	-	-	18,020
1531 As required-professional/technical	1,901	-	-	-	-	-
1596 Holiday worked	-	82	-	-	-	-
2100 FICA	51,333	50,266	45,799	55,688	55,688	54,589
2200 VRS	95,581	100,307	89,360	86,408	86,408	82,563
2300 Health care	83,651	95,213	78,018	93,437	93,437	95,096
2400 Group life insurance	4,184	1,989	1,772	9,609	9,609	8,277
Subtotal	<u>954,920</u>	<u>960,722</u>	<u>862,652</u>	<u>973,093</u>	<u>973,093</u>	<u>954,108</u>
Contractual Services						
3142 Professional services-trial exhibits	196	175	527	300	300	300
3150 Legal services	-	38,410	3,342	-	-	-
3320 Maintenance service contracts	3,358	2,983	1,977	3,300	3,300	3,300
3500 Printing & binding	371	434	335	500	500	500
Subtotal	<u>3,925</u>	<u>42,002</u>	<u>6,181</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
Internal Services						
4300 Central store	47	47	73	50	50	50
Subtotal	<u>47</u>	<u>47</u>	<u>73</u>	<u>50</u>	<u>50</u>	<u>50</u>
Other Charges						
5210 Postal/messenger service	2,212	1,914	1,815	2,200	2,200	2,200
5230 Telecommunications	1,628	1,294	560	1,300	1,300	1,100
5510 Personnel development	6,853	7,052	2,664	3,000	3,000	3,000
5520 Employee recognition program	384	169	-	200	200	200
5810 Dues & memberships	3,300	3,330	2,350	2,445	2,445	2,445
Subtotal	<u>14,377</u>	<u>13,759</u>	<u>7,389</u>	<u>9,145</u>	<u>9,145</u>	<u>8,945</u>
Materials & Supplies						
6010 Office supplies	4,342	4,299	5,018	4,200	4,200	4,200
6120 Books & subscriptions	1,999	1,887	942	1,500	1,500	1,500
6170 Computer mat/supplies	492	235	395	450	877	400
6172 Minor furnishings	138	-	-	-	-	-
Subtotal	<u>6,971</u>	<u>6,421</u>	<u>6,355</u>	<u>6,150</u>	<u>6,577</u>	<u>6,100</u>
Capital Outlay						
8170 Data processing equipment	-	8,108	2,805	8,200	7,773	4,500
Subtotal	<u>-</u>	<u>8,108</u>	<u>2,805</u>	<u>8,200</u>	<u>7,773</u>	<u>4,500</u>
Grants & Donations						
9510 Federal Drug Asset Program	-	-	-	-	1,374	-
9511 State Drug Asset Program	-	-	-	-	10	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,384</u>	<u>-</u>
Activity Total	<u>\$ 980,240</u>	<u>\$ 1,031,059</u>	<u>\$ 885,455</u>	<u>\$ 1,000,738</u>	<u>\$ 1,002,122</u>	<u>\$ 977,803</u>
Personnel	\$ 954,920	\$ 960,722	\$ 862,652	\$ 973,093	\$ 973,093	\$ 954,108
Non-personnel	25,320	70,337	22,803	27,645	29,029	23,695
	<u>\$ 980,240</u>	<u>\$ 1,031,059</u>	<u>\$ 885,455</u>	<u>\$ 1,000,738</u>	<u>\$ 1,002,122</u>	<u>\$ 977,803</u>
	2.39%	5.18%	-14.12%	13.02%	13.18%	-2.29%

**Clerk of the Circuit Court & Commonwealth's Attorney
Victim-Witness Assistance Program - Activity #20222**

Mission

Promotes sensitive treatment of individuals traumatized by crime and provides services to victims and witnesses throughout the court process.

Goals

- Respond to the emotional and physical needs of crime victims and assist victims of crime in stabilizing their lives after victimization.
- Provide victims with information and referral for services in the community.
- Promote accountability, innovation, and excellence in providing service to the customer.
- Inform victims and witnesses of their rights under victims' rights legislation and Virginia's Crime Victim and Witness Rights Act.
- Assist victims in understanding and participating in the criminal justice system.

Implementation Strategies

- Program staff will continue to provide comprehensive services to all victims and witnesses of crime in York County and Poquoson, tailored to their specific rights, requests, needs, and concerns.
- In addition to victims in the *criminal* justice process, the program will continue to assist victims of spousal abuse, stalking, and bodily injury who seek protective orders through the *civil* justice process.
- Program will strive to provide assistance to crime victims and witnesses in cases that are not prosecuted by the Commonwealth's Attorney's Office.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is for the routine replacement of two computers. This program is partially funded by a State/Federal grant.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 182,409	\$ 174,355	\$ 174,814	\$ 182,437	\$ 182,437	\$ 186,314
Operating	41,555	8,539	4,753	4,155	6,655	8,275
Capital	3,135	-	-	-	-	3,000
Total Expenditures	<u>\$ 227,099</u>	<u>\$ 182,894</u>	<u>\$ 179,567</u>	<u>\$ 186,592</u>	<u>\$ 189,092</u>	<u>\$ 197,589</u>
<u>Funded FTEs</u>						
Professional/Technical	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Funded FTEs	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
2022	Victim-Witness Assistance Program					
Personnel Services						
1515 Professional & technical salaries	\$ 125,977	\$ 139,065	\$ 139,092	\$ 146,047	\$ 146,047	\$ 148,968
1515-901 Professional & technical salaries	12,330	26,714	26,714	-	-	-
1522-901 Reg PT administrative/clerical	3,974	25,834	25,834	-	-	-
1532 As required administrative/clerical	3,003	-	-	-	-	-
1595 Overtime	-	40	-	-	-	-
1999-999-999-999 Charge out Wages-Grants	-	(52,548)	(52,548)	-	-	-
2100 FICA	9,553	10,320	10,306	11,173	11,173	11,396
2100-901 FICA	1,203	3,720	3,715	-	-	-
2200 VRS	17,260	19,640	19,640	17,336	17,336	17,683
2200-901 VRS	3,590	7,544	7,544	-	-	-
2300 Health care	4,277	4,900	5,387	5,953	5,953	6,494
2300-901 Health care	379	2,450	2,699	-	-	-
2400 Group life insurance	740	390	389	1,928	1,928	1,773
2400-901 Group life insurance	123	150	150	-	-	-
2999-999-999-999 Charge out fringes-grants	-	(13,864)	(14,108)	-	-	-
Subtotal	<u>182,409</u>	<u>174,355</u>	<u>174,814</u>	<u>182,437</u>	<u>182,437</u>	<u>186,314</u>
Contractual Services						
3500 Printing & binding	1,593	1,515	291	-	-	55
3920 Misc contractual services	<u>253</u>	<u>84</u>	<u>122</u>	<u>40</u>	<u>112</u>	<u>310</u>
Subtotal	<u>1,846</u>	<u>1,599</u>	<u>413</u>	<u>40</u>	<u>112</u>	<u>365</u>
Internal Services						
4210 Vehicle Maintenance	-	40	52	-	-	100
Subtotal	<u>-</u>	<u>40</u>	<u>52</u>	<u>-</u>	<u>-</u>	<u>100</u>
Other Charges						
5210 Postal/messenger service	896	1,043	717	1,030	1,030	1,930
5230 Telecommunications	1,157	1,101	1,049	1,200	1,200	1,920
5510 Personnel development	276	1,665	-	310	310	1,020
5510-002 Travel	786	-	-	-	-	-
5810 Dues & memberships	870	525	800	350	350	700
5850 Mileage & travel	<u>315</u>	<u>319</u>	<u>18</u>	<u>125</u>	<u>125</u>	<u>240</u>
Subtotal	<u>4,300</u>	<u>4,653</u>	<u>2,584</u>	<u>3,015</u>	<u>3,015</u>	<u>5,810</u>
Materials & Supplies						
6010 Office supplies	1,137	711	821	600	600	1,200
6120 Books & subscriptions	488	150	-	-	-	-
6140 Other operating supplies	453	256	485	200	200	500
6170 Computer mat/supplies	561	154	50	300	228	300
6171 Small equipment	506	210	-	-	-	-
6172 Minor furnishings	888	766	-	-	-	-
Subtotal	<u>4,033</u>	<u>2,247</u>	<u>1,356</u>	<u>1,100</u>	<u>1,028</u>	<u>2,000</u>
Capital Outlay						
8170 Data processing equipment	<u>3,135</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Subtotal	<u>3,135</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Grants & Donations						
9001 PTEAP-conference	5,692	-	-	-	-	-
9001-001 PTEAP-travel	8,556	-	-	-	-	-
9001-002 PTEAP-equipment	14,000	-	-	-	-	-
9001-003 PTEAP-supplies	1,157	-	-	-	-	-
9001-004 PTEAP-consultants	1,231	-	-	-	-	-
9001-005 PTEAP-other	740	-	-	-	-	-
9100 National Women's Health	-	-	-	-	2,500	-
9600 Donation-Kip Kephart Fdtn	-	-	348	-	-	-
Subtotal	<u>31,376</u>	<u>-</u>	<u>348</u>	<u>-</u>	<u>2,500</u>	<u>-</u>
Activity Total	<u>\$ 227,099</u>	<u>\$ 182,894</u>	<u>\$ 179,567</u>	<u>\$ 186,592</u>	<u>\$ 189,092</u>	<u>\$ 197,589</u>
Personnel	\$ 182,409	\$ 174,355	\$ 174,814	\$ 182,437	\$ 182,437	\$ 186,314
Non-personnel	44,690	8,539	4,753	4,155	6,655	11,275
	<u>\$ 227,099</u>	<u>\$ 182,894</u>	<u>\$ 179,567</u>	<u>\$ 186,592</u>	<u>\$ 189,092</u>	<u>\$ 197,589</u>
	36.23%	-19.47%	-1.82%	3.91%	5.30%	5.89%

**Clerk of the Circuit Court & Commonwealth's Attorney
Domestic Violence Program - Activity #20223**

Mission

Strengthens prosecution strategies, thereby increasing the number of persons prosecuted for crimes against women, and increasing the number of victims receiving services.

Goals

- To prosecute all cases of domestic violence, sexual assault, violation of protective orders and stalking involving adult women during the grant period.
- Improve communication and respect among the Board of Supervisors, other elected and appointed officials, other agencies, County staff, and the public.
- To coordinate cooperative efforts among law enforcement, prosecutor, victim assistance programs and victim advocacy groups to better meet the needs of women as victims.
- To maintain case records to include statistics on victims to validate impact of an additional prosecutor on the Court system and on the women being served.

Implementation Strategies

- To analyze data at the end of each quarter and determine impact of V-STOP prosecutor and trends in the caseload.
- Victim Assistance Program will assist prosecutor with victims of domestic violence, sexual assault, violations of protective orders and stalking.

Budget Comments - FY2014

The reduction in personnel funding is attributable to a smaller allocation of time for the Administrative Assistant assigned to the program. This program is partially funded by a Federal grant.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 43,473	\$ 44,772	\$ 46,448	\$ 54,791	\$ 54,791	\$ 47,888
Operating	842	1,084	130	1,845	1,845	1,895
Capital	-	-	-	1,400	1,400	-
Total Expenditures	<u>\$ 44,315</u>	<u>\$ 45,856</u>	<u>\$ 46,578</u>	<u>\$ 58,036</u>	<u>\$ 58,036</u>	<u>\$ 49,783</u>
<u>Funded FTEs</u>						
Professional/Technical	0.50	0.50	0.50	0.50	0.50	0.50
Admin/Clerical	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.25</u>
Total Funded FTEs	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.75</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20223 Domestic Violence Program						
Personnel Services						
1515 Professional & technical salaries	\$ 14,176	\$ 26,714	\$ 26,714	\$ 26,715	\$ 26,715	\$ -
1516 Administrative & clerical salaries	13,832	11,543	12,411	17,583	17,583	-
1521 Reg PT professional/technical	8,220	-	-	-	-	30,604
1522 Reg PT admin/clerical	-	-	-	-	-	9,010
2100 FICA	2,768	2,915	2,884	3,389	3,389	3,030
2200 VRS	3,071	1,569	1,576	2,087	2,087	-
2300 Health care	1,259	2,000	2,832	4,785	4,785	5,244
2400 Group life insurance	147	31	31	232	232	-
Subtotal	<u>43,473</u>	<u>44,772</u>	<u>46,448</u>	<u>54,791</u>	<u>54,791</u>	<u>47,888</u>
Other Charges						
5510 Personnel development	398	557	-	1,200	1,200	1,200
5810 Dues & memberships	75	268	-	470	470	470
5850 Mileage expenses	195	160	-	-	-	-
Subtotal	<u>668</u>	<u>985</u>	<u>-</u>	<u>1,670</u>	<u>1,670</u>	<u>1,670</u>
Materials & Supplies						
6010 Office supplies	99	99	130	100	100	150
6170 Computer mat/supplies	75	-	-	75	75	75
Subtotal	<u>174</u>	<u>99</u>	<u>130</u>	<u>175</u>	<u>175</u>	<u>225</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	1,400	1,400	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,400</u>	<u>1,400</u>	<u>-</u>
Activity Total	<u>\$ 44,315</u>	<u>\$ 45,856</u>	<u>\$ 46,578</u>	<u>\$ 58,036</u>	<u>\$ 58,036</u>	<u>\$ 49,783</u>
Personnel	\$ 43,473	\$ 44,772	\$ 46,448	\$ 54,791	\$ 54,791	\$ 47,888
Non-personnel	842	1,084	130	3,245	3,245	1,895
	<u>\$ 44,315</u>	<u>\$ 45,856</u>	<u>\$ 46,578</u>	<u>\$ 58,036</u>	<u>\$ 58,036</u>	<u>\$ 49,783</u>
	15.72%	3.48%	1.57%	24.60%	24.60%	-14.22%

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Other Court-Related Judicial Services

Other Court-Related Judicial Services encompasses an array of services. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 199,448	\$ 184,372	\$ 166,474	\$ 220,967	\$ 220,967	\$ 219,031	38.48%
Charges for Services	8,247	6,451	8,107	6,000	6,000	9,000	1.58%
Permits, Fees, Fines	253,253	247,418	278,178	255,000	255,000	255,000	44.80%
York-Poquoson Courthouse	26,937	20,657	15,598	19,841	19,841	20,376	3.58%
State/Federal Aid & Grants	81,386	65,609	65,433	64,984	64,984	65,784	11.56%
Total Funding Sources	\$ 569,271	\$ 524,507	\$ 533,790	\$ 566,792	\$ 566,792	\$ 569,191	100.00%

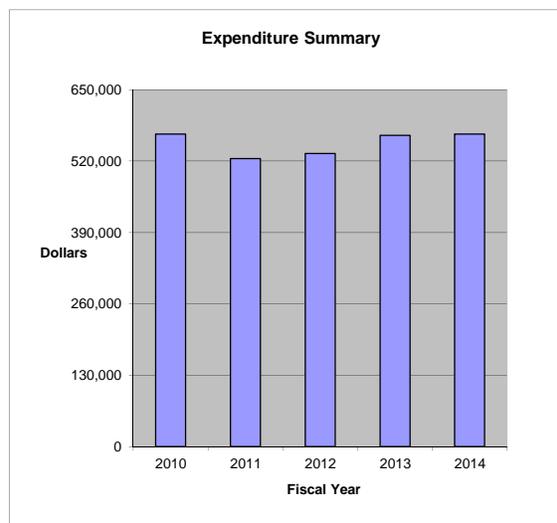
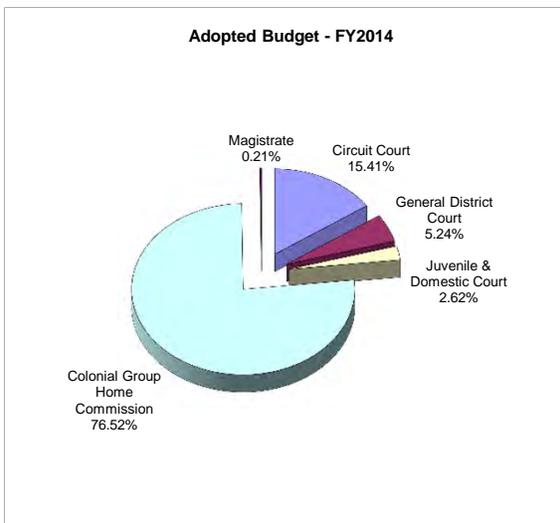
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Circuit Court	\$ 78,256	\$ 61,082	\$ 58,290	\$ 85,744	\$ 85,744	\$ 87,733	2.32%
General District Court	32,893	28,804	28,878	30,140	30,140	29,785	-1.18%
Juvenile & Domestic Court	22,207	14,369	13,801	14,175	14,175	14,935	5.36%
Colonial Group Home Commission	435,035	418,690	431,925	435,538	435,538	435,538	0.00%
Magistrate	880	1,562	896	1,195	1,195	1,200	0.42%
Total Expenditures	\$ 569,271	\$ 524,507	\$ 533,790	\$ 566,792	\$ 566,792	\$ 569,191	0.42%

Expenditure by Category							
Personnel	\$ 69,984	\$ 47,120	\$ 47,728	\$ 70,684	\$ 70,684	\$ 72,653	2.79%
Operating	496,288	477,387	484,492	496,108	496,108	496,538	0.09%
Capital	2,999	-	1,570	-	-	-	0.00%
Total Expenditures	\$ 569,271	\$ 524,507	\$ 533,790	\$ 566,792	\$ 566,792	\$ 569,191	0.42%

Funded FTEs						
Admin/Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Total Funded FTEs	1.50	1.50	1.50	1.50	1.50	1.50

Key Service Indicators

Circuit Court cases commenced	716	506	670	676	700	732
Circuit Court cases concluded	672	430	635	646	650	660
Circuit Court concealed weapon permits	623	609	1,102	552	1,000	1,052
Circuit Court name changes	61	51	63	61	70	75
General District Court traffic cases concluded	13,695	13,970	14,250	13,970	14,000	14,535
General District Court civil cases concluded	4,202	4,287	4,373	4,500	4,400	4,400
General District Court criminal cases concluded	1,911	1,952	1,992	2,000	2,000	2,000
General District Court garnishments	856	875	893	800	800	500
Juvenile custody/visitation	1,389	1,495	1,495	1,700	1,700	1,695
Juvenile delinquency/misdemeanor	1,514	1,596	1,596	1,675	1,675	1,600
Juvenile felony	551	600	600	650	650	625
Domestic misdemeanors	1,058	1,100	1,100	1,200	1,200	1,300
Domestic civil support	879	900	900	1,115	1,115	1,020
% Dept of Juvenile Justice youth completing programs	90%	87%	90%	75%	75%	75%
York processes issued by Magistrate	5,331	6,319	5,481	5,725	5,791	6,081



**Other Court - Related Judicial Services
Circuit Court - Activity #20211**

Mission

Maintains and improves the quality of justice for all county citizens; emphasizes efficiency, effectiveness and fairness; and values and respects the individual.

Goals

- To hear and decide promptly matters brought before the court, without bias or prejudice, remaining faithful to the law, and not be swayed by partisan interests, public clamor or fear of criticism.
- To require order, decorum, and civility in proceedings before the court.
- To require staff, court officials, and others subject to the court's control to refrain from bias or prejudice and employ courtesy and decorum in the performance of their duties.
- To exercise the power of appointment impartially and on the basis of merit.

Implementation Strategies

- To work toward uniform local practices and procedures throughout the Ninth Judicial Circuit which includes Poquoson, Williamsburg, York, Charles City, James City, King William, King and Queen, Gloucester, Mathews, Middlesex, and New Kent Counties.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 69,984	\$ 47,120	\$ 47,728	\$ 70,684	\$ 70,684	\$ 72,653
Operating	8,272	13,962	8,992	15,060	15,060	15,080
Capital	-	-	1,570	-	-	-
Total Expenditures	<u>\$ 78,256</u>	<u>\$ 61,082</u>	<u>\$ 58,290</u>	<u>\$ 85,744</u>	<u>\$ 85,744</u>	<u>\$ 87,733</u>
<u>Funded FTEs</u>						
Admin/Clerical	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
Total Funded FTEs	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
20211 Circuit Court						
Personnel Services						
1516 Admin & clerical salaries	\$ 44,791	\$ 32,314	\$ 34,109	\$ 35,823	\$ 35,823	\$ 36,539
1522 Reg PT administrative/clerical	12,049	2,251	-	16,724	16,724	17,058
1595 Overtime	32	1,146	767	-	-	-
2100 FICA	4,311	2,636	2,553	4,020	4,020	4,100
2200 VRS	6,020	4,541	4,817	4,252	4,252	4,337
2300 Health care	2,516	4,142	5,387	9,392	9,392	10,184
2400 Group life insurance	265	90	95	473	473	435
Subtotal	<u>69,984</u>	<u>47,120</u>	<u>47,728</u>	<u>70,684</u>	<u>70,684</u>	<u>72,653</u>
Contractual Services						
3310 Repairs & maintenance	-	120	-	150	150	50
3320 Maint service contracts	330	330	330	400	400	330
3500 Printing & binding	-	-	1,260	1,260	1,260	1,300
3942 Jury duty service	6,186	10,935	3,750	8,000	8,000	8,000
Subtotal	<u>6,516</u>	<u>11,385</u>	<u>5,340</u>	<u>9,810</u>	<u>9,810</u>	<u>9,680</u>
Other Charges						
5210 Postal/messenger service	592	218	1,291	1,500	1,500	1,400
5230 Telecommunications	89	426	1,072	1,200	1,200	1,200
5510 Personnel development	-	-	-	200	200	100
5810 Dues & memberships	-	-	-	300	300	300
Subtotal	<u>681</u>	<u>644</u>	<u>2,363</u>	<u>3,200</u>	<u>3,200</u>	<u>3,000</u>
Materials & Supplies						
6010 Office supplies	279	785	837	1,000	1,000	1,000
6020 Food & food service supplies	272	284	192	300	300	300
6120 Books & subscriptions	524	629	260	650	650	500
6171 Small equipment	-	235	-	-	-	500
6172 Minor furnishings	-	-	-	100	100	100
Subtotal	<u>1,075</u>	<u>1,933</u>	<u>1,289</u>	<u>2,050</u>	<u>2,050</u>	<u>2,400</u>
Capital Outlay						
8110 Machinery/equipment	-	-	1,570	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,570</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 78,256</u>	<u>\$ 61,082</u>	<u>\$ 58,290</u>	<u>\$ 85,744</u>	<u>\$ 85,744</u>	<u>\$ 87,733</u>
Personnel	\$ 69,984	\$ 47,120	\$ 47,728	\$ 70,684	\$ 70,684	\$ 72,653
Non-personnel	8,272	13,962	10,562	15,060	15,060	15,080
	<u>\$ 78,256</u>	<u>\$ 61,082</u>	<u>\$ 58,290</u>	<u>\$ 85,744</u>	<u>\$ 85,744</u>	<u>\$ 87,733</u>
	-19.60%	-21.95%	-4.57%	47.10%	47.10%	2.32%

**Other Court - Related Judicial Services
General District Court - Activity #20212**

Mission

Provides record management, financial management, personnel management, and public relations; issues various types of legal documents generated as part of the judicial process; maintains case papers for ten years; and responds to requests from outside agencies and the general public.

Goals

- To accurately prepare and process all cases filed in the Court in a timely and efficient manner.
- To continue intensive employee training utilizing many different media to ultimately provide the best possible customer service to all Court users.
- To continue allowing access to Court records through an on-site public access terminal and the Internet.
- To continue improvements to the General District Court Web Page and expand access to the Court.
- To investigate ways to meet the demands of pro se litigants and the general public regarding court procedures and court forms, specifically in the civil and small claims divisions.

Implementation Strategies

- The Court is responsible for the processing and management of traffic, criminal and civil cases. The Criminal and Traffic Divisions process state law violations and local ordinance violations for the County and the City of Poquoson. The Clerk's office serves more than 120 law enforcement officers with the second largest caseload in the Ninth Judicial District.
- The General District Court has exclusive original jurisdiction over civil cases involving amounts of \$4,500.00 or less and concurrent jurisdiction with the Circuit Court in amounts between \$4,500.01 and \$25,000.
- A Small Claims Division established in 1999 involves pro se litigation and amounts not to exceed \$5,000. Demands in this area have prompted action to provide better customer service, "How To" instruction manuals for use in the Clerk's office by the general public and access to forms online will be available via the Supreme Court of Virginia's website.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
<u>Expenditure By Category</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Operating	\$ 32,893	\$ 28,804	\$ 28,878	\$ 30,140	\$ 30,140	\$ 29,785
Total Expenditures	\$ 32,893	\$ 28,804	\$ 28,878	\$ 30,140	\$ 30,140	\$ 29,785

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20212 General District Court						
Contractual Services						
3150 Legal services	\$ 16,292	\$ 14,278	\$ 15,910	\$ 16,000	\$ 16,000	\$ 16,000
3310 Repairs & maintenance	250	302	479	350	350	400
3320 Maintenance service contracts	1,008	1,117	1,386	1,250	1,250	1,300
3500 Printing & binding	255	230	120	300	300	300
3920 Misc contractual services	1,228	250	186	365	365	250
Subtotal	<u>19,033</u>	<u>16,177</u>	<u>18,081</u>	<u>18,265</u>	<u>18,265</u>	<u>18,250</u>
Other Charges						
5210 Postal/messenger service	5,313	5,430	4,872	5,100	5,100	5,100
5230 Telecommunications	3,304	3,343	1,879	3,400	3,400	3,400
5510 Personnel development	374	602	334	600	600	600
5810 Dues & memberships	195	225	160	275	275	285
Subtotal	<u>9,186</u>	<u>9,600</u>	<u>7,245</u>	<u>9,375</u>	<u>9,375</u>	<u>9,385</u>
Materials & Supplies						
6010 Office supplies	1,061	730	688	1,000	821	850
6020 Food & food service supplies	554	552	516	400	400	400
6110 Uniforms/wearing apparel	-	-	127	-	-	-
6120 Books & subscriptions	2,581	1,059	1,691	1,100	1,100	900
6170 Computer mat/supplies	-	71	400	-	-	-
6171 Small equipment	347	340	-	-	-	-
6172 Minor furnishings	131	275	130	-	179	-
Subtotal	<u>4,674</u>	<u>3,027</u>	<u>3,552</u>	<u>2,500</u>	<u>2,500</u>	<u>2,150</u>
Activity Total	<u>\$ 32,893</u>	<u>\$ 28,804</u>	<u>\$ 28,878</u>	<u>\$ 30,140</u>	<u>\$ 30,140</u>	<u>\$ 29,785</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>32,893</u>	<u>28,804</u>	<u>28,878</u>	<u>30,140</u>	<u>30,140</u>	<u>29,785</u>
	<u>\$ 32,893</u>	<u>\$ 28,804</u>	<u>\$ 28,878</u>	<u>\$ 30,140</u>	<u>\$ 30,140</u>	<u>\$ 29,785</u>
	-19.96%	-12.43%	0.26%	4.37%	4.37%	-1.18%

**Other Court - Related Judicial Services
Juvenile & Domestic Relations District Court - Activity #20213**

Mission

Protects the confidentiality and privacy of juveniles coming before the Court; continue the commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions; provides jurisdiction over all cases involving:

- Delinquent juveniles and juveniles charged with traffic infractions and violations.
- Children in need of services and supervision and children who have been subjected to abuse and/or neglect.
- Family or household members who have been subjected to abuse.
- Adults accused of child abuse or neglect, or of offenses against any child, except for certain labor violations, or in which members of their families are victims.
- Adults accused of abuse of a spouse, ex-spouse, person with whom they have a child in common, or family or household member.
- Adults involved in disputes concerning the support, visitation, parentage, or custody of a child.
- Parentage determinations.
- Petitions for judicial authorization of abortion without the consent of an authorized person.
- Abandonment of children.
- Foster care and entrustment agreements and the execution of consent in certain adoption cases.
- Court ordered rehabilitation services, consent for certain medical treatments.

Goals

- To process all case papers in an accurate and timely manner, keep Court records and provide information to the people involved in a case, to the extent permitted by law.
- To work with and assist all law enforcement agencies, as well as other agencies, in the effective flow of all cases before the Court.
- To continue the commitment to rehabilitate those who come before the Court, in addition to protecting the public, and holding juvenile offenders accountable for their actions.
- To process money received and transmit to the proper authority.
- To maintain effective and time-efficient scheduling practices.

Implementation Strategies

- To improve its services to the community.
- To plan for the projected growth of the County, to include population, commercialism and tourism, and its effect on the Court system.
- The Clerk's office staff will be completing extensive training on legal advice guidelines as well as additional computer training.

Budget Comments - FY2014

An increase in funding is attributed to having a full-time judge and an anticipated increase in postage.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Operating	\$ 19,208	\$ 14,369	\$ 13,801	\$ 14,175	\$ 14,175	\$ 14,935
Capital	2,999	-	-	-	-	-
Total Expenditures	<u>\$ 22,207</u>	<u>\$ 14,369</u>	<u>\$ 13,801</u>	<u>\$ 14,175</u>	<u>\$ 14,175</u>	<u>\$ 14,935</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20213 Juvenile & Domestic Relations District Court						
Contractual Services						
3123 Late fees/service charges	\$ -	\$ -	\$ 15	\$ -	\$ -	\$ -
3310 Repairs & maintenance	188	-	-	200	200	200
3320 Maintenance service contracts	1,959	2,459	2,339	2,675	2,675	2,675
3500 Printing & binding	101	110	-	100	100	100
3920 Misc contractual services	141	137	136	250	320	250
Subtotal	<u>2,389</u>	<u>2,706</u>	<u>2,490</u>	<u>3,225</u>	<u>3,295</u>	<u>3,225</u>
Internal Services						
4210 Vehicle maintenance	-	-	129	-	116	-
Subtotal	<u>-</u>	<u>-</u>	<u>129</u>	<u>-</u>	<u>116</u>	<u>-</u>
Other Charges						
5210 Postal/messenger service	5,289	5,992	6,044	5,200	5,200	6,000
5230 Telecommunications	1,999	1,086	408	1,400	1,442	1,400
5510 Personnel development	1,225	1,120	1,428	1,250	882	1,250
5520 Employee recognition	-	-	30	-	-	-
5810 Dues & memberships	241	125	226	500	500	660
Subtotal	<u>8,754</u>	<u>8,323</u>	<u>8,136</u>	<u>8,350</u>	<u>8,024</u>	<u>9,310</u>
Materials & Supplies						
6010 Office supplies	772	791	1,133	800	885	800
6020 Food & food service supplies	925	824	742	500	500	500
6120 Books & subscriptions	995	965	478	1,000	1,000	600
6170 Computer mat/supplies	154	78	-	100	100	100
6171 Small equipment	4,927	237	127	100	255	200
6172 Minor furnishings	292	445	566	100	-	200
Subtotal	<u>8,065</u>	<u>3,340</u>	<u>3,046</u>	<u>2,600</u>	<u>2,740</u>	<u>2,400</u>
Capital Outlay						
8120 Furniture/fixtures	2,999	-	-	-	-	-
Subtotal	<u>2,999</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 22,207</u>	<u>\$ 14,369</u>	<u>\$ 13,801</u>	<u>\$ 14,175</u>	<u>\$ 14,175</u>	<u>\$ 14,935</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Personnel	<u>22,207</u>	<u>14,369</u>	<u>13,801</u>	<u>14,175</u>	<u>14,175</u>	<u>14,935</u>
	<u>\$ 22,207</u>	<u>\$ 14,369</u>	<u>\$ 13,801</u>	<u>\$ 14,175</u>	<u>\$ 14,175</u>	<u>\$ 14,935</u>
	-15.90%	-35.30%	-3.95%	2.71%	2.71%	5.36%

**Other Court - Related Judicial Services
Colonial Group Home Commission - Activity #20216**

Mission

Enhance public safety through a balanced approach of comprehensive, community-based programs and services focused on preventing and reducing delinquency in at-risk and underserved youth. It is through collaboration with families, schools, law enforcement, judicial officials and other community agencies that we can capitalize on opportunities for at-risk youth to become responsible and productive citizens. Youth are referred by the 9th District Juvenile and Domestic Relations Court.

Goals

- To strengthen all existing programs by offering an enhanced level of therapeutic services through the integration of services, providing accessible and effective treatment for our troubled youth and their families.
- To continue to review all discretionary grants and funding opportunities that will allow us to provide fundamental and essential juvenile services in all Commission localities.
- To plan for the ultimate assumption of existing grant services, while at the same time limiting the amount of local revenue needed to do so.
- To work closer with all community based agencies that provide services to adolescents in an attempt to provide a true local continuum of services.
- To continue to administer the programs with member jurisdictions from the City of Williamsburg and the Counties of York, Gloucester and James City with York County as the managing jurisdiction.

Implementation Strategies

- Crossroads Community Youth Home - provides a community-based residential program that offers a structured, homelike environment for teenage boys and girls who are having adjustment problems at home, in school, or in the community. Also provides temporary shelter care/placement of youth by the Court due to the unstable nature of the youth and their family's home environments.
- Project Insight - provides the opportunity for young people to perform public community service work in lieu of other traditional sanctions or educate youth in a group setting on law related issues as a means of deterring further involvements in the juvenile justice system. Also educate youth on the proper use of firearms and fire safety techniques.
- Intensive Supervision - program designed provide home-based supervision and surveillance for juveniles before the court who are at risk of being placed out of their home and community, as a means of ensuring their availability to the court.
- Electronic Monitoring - program is an appendage to the Intensive Supervision program to keep youth in the home trouble free and available to the court through the use of an electronic monitoring device and intensive supervision services.
- Psychological & Substance Abuse Services - program provides therapeutic and Substance Abuse interventions such as assessment and diagnosis, individual & family counseling and case management, and education and training to youth and families. Also implements an aftercare screening program that provides the court with information regarding the juveniles' substance use status post program release.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 435,035	\$ 418,690	\$ 431,925	\$ 435,538	\$ 435,538	\$ 435,538
Total Expenditures	<u>\$ 435,035</u>	<u>\$ 418,690</u>	<u>\$ 431,925</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20216 Colonial Group Home Commission						
Contractual Services						
3840 Project Insight-probation volunteers	\$ 44,908	\$ 50,703	\$ -	\$ -	\$ -	\$ -
3842 Crossroads Youth Home	191,417	207,079	232,128	221,816	221,816	244,197
3843 In-home detention	108,118	94,307	132,249	118,772	118,772	113,645
3845 CGH Capital/Admin	3,170	2,887	2,738	2,427	2,427	2,445
3848 Psych services	19,705	12,342	13,170	37,839	37,839	20,567
Subtotal	<u>367,318</u>	<u>367,318</u>	<u>380,285</u>	<u>380,854</u>	<u>380,854</u>	<u>380,854</u>
3850 VJCCCA-Project Insight	12,032	7,065	-	-	-	-
3852 VJCCCA-Crossroads	41,765	29,345	33,422	31,716	32,811	32,811
3853 VJCCCA-Comm Supvs	16,988	11,412	16,200	14,765	16,405	16,405
3858 VJCCCA-Psych svc	-	6,521	5,062	8,203	5,468	5,468
9999 VJCCCA-State reductions	(3,068)	(2,971)	(3,044)	-	-	-
Subtotal	<u>67,717</u>	<u>51,372</u>	<u>51,640</u>	<u>54,684</u>	<u>54,684</u>	<u>54,684</u>
Activity Total	<u>\$ 435,035</u>	<u>\$ 418,690</u>	<u>\$ 431,925</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>435,035</u>	<u>418,690</u>	<u>431,925</u>	<u>435,538</u>	<u>435,538</u>	<u>435,538</u>
	<u>\$ 435,035</u>	<u>\$ 418,690</u>	<u>\$ 431,925</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>	<u>\$ 435,538</u>
	-0.84%	-3.76%	3.16%	0.84%	0.84%	0.00%

**Other Court - Related Judicial Services
Magistrate - Activity #20217**

Mission

Provide an independent, unbiased review of complaints brought to the office by police officers, sheriff's deputies, and civilians; and determines probable cause, issues search warrants, temporary detention orders, subpoenas, arrest warrants, summonses; sets bail, and commits persons to jail.

Goals

- As an independent judicial officer of the Commonwealth of Virginia, provide services in a timely manner to all necessary persons.
- Effectively utilize all communications and technical resources to improve the delivery of magistrate services.

Implementation Strategies

- Continue and expand video conferencing equipment and train magistrates and law enforcement in its use.
- Continue to seek new and improved methods of delivering magistrate services to law enforcement and the public.
- Provide services 24 hours a day, 365 days a year.
- Streamline procedures to accommodate the continued increase in the number of cases presented.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Operating	\$ 880	\$ 1,562	\$ 896	\$ 1,195	\$ 1,195	\$ 1,200
Total Expenditures	<u>\$ 880</u>	<u>\$ 1,562</u>	<u>\$ 896</u>	<u>\$ 1,195</u>	<u>\$ 1,195</u>	<u>\$ 1,200</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
20217 Magistrate						
Contractual Services						
3310 Repairs & maintenance	\$ -	\$ -	\$ 75	\$ -	\$ -	\$ -
3320 Maintenance services contracts	-	-	-	-	-	200
Subtotal	-	-	75	-	-	200
Other Charges						
5210 Postal/messenger service	-	-	-	25	25	25
5230 Telecommunications	514	480	273	500	500	300
5510 Personnel development	-	-	-	160	160	-
5810 Dues & memberships	-	-	-	60	60	-
Subtotal	514	480	273	745	745	325
Materials & Supplies						
6010 Office supplies	29	223	210	300	250	300
6020 Food & food service supplies	-	-	-	-	50	-
6120 Books & subscriptions	-	-	338	-	-	-
6171 Small equipment	337	859	-	75	55	75
6172 Minor furnishings	-	-	-	75	95	300
Subtotal	366	1,082	548	450	450	675
Activity Total	\$ 880	\$ 1,562	\$ 896	\$ 1,195	\$ 1,195	\$ 1,200
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	880	1,562	896	1,195	1,195	1,200
	\$ 880	\$ 1,562	\$ 896	\$ 1,195	\$ 1,195	\$ 1,200
	-9.47%	77.50%	-42.64%	33.37%	33.37%	0.42%

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Office of the Sheriff

The Sheriff is responsible for protecting life and property of the citizens of York County. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 5,838,978	\$ 5,921,684	\$ 5,958,951	\$ 6,506,970	\$ 6,506,970	\$ 6,806,998	67.63%
Donations	3,725	1,220	1,231	-	855	-	0.00%
Charges for Services	106,147	155,129	177,678	92,410	114,317	92,410	0.92%
Permits, Fees, Fines	133,243	126,891	131,249	114,500	123,092	142,000	1.41%
York-Poquoson Courthouse	160,556	162,449	174,444	188,690	188,690	204,090	2.03%
Williamsburg 911	4,281	-	2,400	-	-	-	0.00%
State/Federal Aid & Grants	315,062	99,187	114,223	-	64,284	-	0.00%
State Compensation Board	2,309,282	2,481,886	2,469,536	2,475,000	2,475,000	2,524,500	25.08%
School Support	255,492	252,923	270,094	297,640	297,640	294,450	2.93%
Total Funding Sources	\$ 9,126,766	\$ 9,201,369	\$ 9,299,806	\$ 9,675,210	\$ 9,770,848	\$ 10,064,448	100.00%

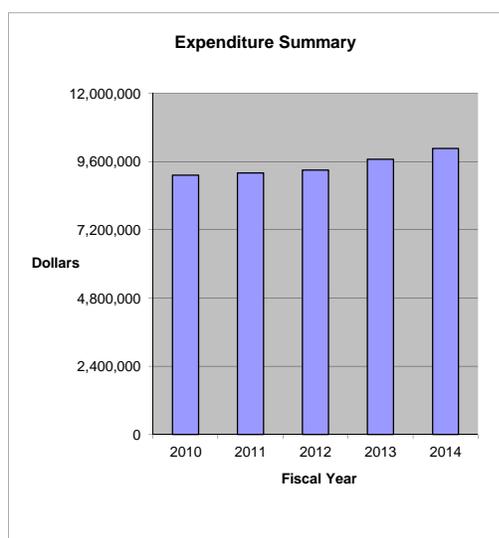
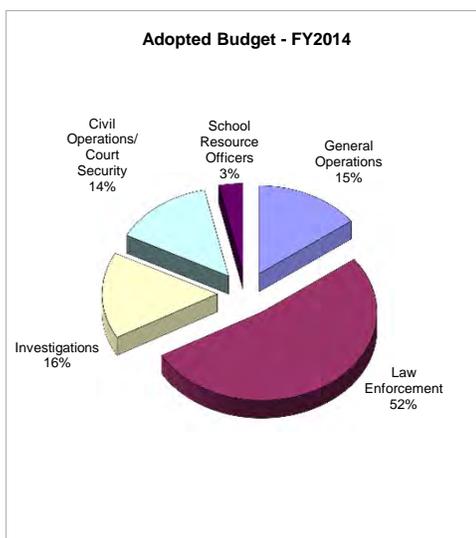
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
General Operations	\$ 1,395,985	\$ 1,397,328	\$ 1,408,289	\$ 1,435,074	\$ 1,479,917	\$ 1,488,606	3.73%
Law Enforcement	4,715,943	4,753,507	4,797,654	4,989,489	5,004,739	5,234,515	4.91%
Investigations	1,407,438	1,441,245	1,498,284	1,542,165	1,554,319	1,594,060	3.37%
Civil Operations/Court Security	1,300,118	1,304,570	1,275,266	1,371,783	1,392,956	1,407,673	2.62%
School Resource Officers	307,282	304,719	320,313	336,699	338,917	339,594	0.86%
Total Expenditures	\$ 9,126,766	\$ 9,201,369	\$ 9,299,806	\$ 9,675,210	\$ 9,770,848	\$ 10,064,448	4.02%

Expenditure by Category							
Personnel	\$ 7,740,306	\$ 7,858,787	\$ 7,937,481	\$ 8,300,367	\$ 8,345,920	\$ 8,558,722	3.11%
Operating	1,349,240	1,301,237	1,322,500	1,332,043	1,382,128	1,452,926	9.08%
Capital	37,220	41,345	39,825	42,800	42,800	52,800	23.36%
Total Expenditures	\$ 9,126,766	\$ 9,201,369	\$ 9,299,806	\$ 9,675,210	\$ 9,770,848	\$ 10,064,448	4.02%

Funded FTEs						
Management	6.00	6.00	6.00	6.00	6.00	6.00
Admin/Clerical	7.25	7.50	8.50	8.50	8.50	8.50
Specialized Safety	97.50	97.50	96.00	96.00	96.00	96.00
Total Funded FTEs	110.75	111.00	110.50	110.50	110.50	110.50

Key Service Indicators

Major crimes	2,717	2,867	2,763	3,167	3,386	3,450
Adult arrests	1,256	1,440	1,399	1,590	1,262	1,310
Offense reports taken	4,879	5,460	4,469	5,749	4,610	4,750
Calls for service	53,033	53,563	53,603	55,182	53,190	53,900
Citations issued	3,524	3,600	3,483	3,844	3,754	3,840
Criminal cases assigned	1,239	1,560	1,620	2,201	1,865	2,192
Civil process papers served (York)	18,470	21,749	21,109	28,307	22,412	22,800
Reports taken - School grounds	132	156	131	160	172	180
Criminal citations - School grounds	131	130	55	127	127	54



**Office of the Sheriff
General Operations - Activity #30311**

Mission

Provides overall administrative support and training to the Sheriff's Office, Law Enforcement, Investigations, Civil Operations/Court Security, and School Resource Officers.

Goals

- To provide quality support staff to maintain offense report data on criminal activities, criminal warrants, parking and traffic tickets.
- To provide support in personnel, payroll, purchasing, budgets, and secretarial duties.
- To provide a DARE program to the elementary and middle schools in York County.
- To provide a comprehensive Crime Analysis program to analyze and reduce crime.
- To provide a Crime Prevention program to the citizens of York County.
- To provide high quality training that meets and/or exceeds statutory standards.
- To maintain accreditation through the VA Law Enforcement Professional Standards Comm.
- To maintain, store, and process all evidence and seized property for the agency.

Implementation Strategies

- To provide continued community service for the citizens of York County in neighborhoodwatch and other community programs, including those directed at county businesses.
- To provide efficient data processing in recordkeeping, criminal reports, personnel, and budgeting.
- To provide more Sheriff's Office internal training programs for required in-service training.
- To continue a full-time Crime Analysis program to target criminal activity and more efficiently allocate personnel and resources to reduce crime.
- To continue to update the Quarter Master database for all Sheriff's Office issued equipment for over 100 deputies.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional operating funding is provided for maintenance contracts, a State unfunded mandate for Line of Duty coverage and the rental of a storage unit for the DARE program. Capital funding is for the routine replacement of three computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 1,152,146	\$ 1,186,673	\$ 1,192,072	\$ 1,195,332	\$ 1,205,362	\$ 1,237,175
Operating	238,067	205,569	210,390	230,942	265,755	244,931
Capital	<u>5,772</u>	<u>5,086</u>	<u>5,827</u>	<u>8,800</u>	<u>8,800</u>	<u>6,500</u>
Total Expenditures	<u>\$ 1,395,985</u>	<u>\$ 1,397,328</u>	<u>\$ 1,408,289</u>	<u>\$ 1,435,074</u>	<u>\$ 1,479,917</u>	<u>\$ 1,488,606</u>
<u>Funded FTEs</u>						
Management	3.00	3.00	3.00	3.00	3.00	3.00
Admin/Clerical	3.25	3.50	4.50	4.50	4.50	4.50
Specialized Safety	<u>8.00</u>	<u>8.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>
Total Funded FTEs	<u>14.25</u>	<u>14.50</u>	<u>14.50</u>	<u>14.50</u>	<u>14.50</u>	<u>14.50</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30311 General Operations						
Personnel Services						
1512 Senior level management	\$ 118,915	\$ 119,095	\$ 119,175	\$ 125,134	\$ 125,134	\$ 127,637
1513 Middle management	186,540	186,900	187,060	196,413	196,413	200,341
1516 Administrative & clerical salaries	66,362	82,017	108,668	133,600	133,600	136,271
1517 Specialized public safety	449,422	441,645	423,513	408,990	408,990	428,543
1522 Reg PT administrative/clerical	45,950	34,680	17,770	17,577	17,577	17,929
1532 As required-administrative/clerical	7,243	7,808	6,667	-	-	-
1595 Overtime	25,930	33,227	27,557	19,500	19,500	19,500
1595-199 Overtime- DMV Grant	-	411	284	-	-	-
1596 Holiday worked	451	198	3,061	500	500	500
1597 Extra/off duty pay	3,216	11,836	16,079	-	6,589	-
1597-003 Extra/off duty pay-school	3,703	4,384	8,284	-	2,728	-
1999-999-999 Chargeout wages-grants	(17,772)	(17,492)	(16,824)	-	-	-
2100 FICA	65,337	65,619	64,560	68,981	68,981	71,200
2100-003 FICA-Extra/off duty	283	335	634	-	209	-
2100-199 FICA-DMV Grant Overtime	-	31	22	-	-	-
2100-597 FICA-Extra/off duty	-	906	1,230	-	504	-
2200 VRS	110,387	117,375	118,200	102,573	102,573	105,974
2300 Health care	82,673	96,709	105,075	110,657	110,657	118,656
2400 Group life insurance	4,866	2,327	2,344	11,407	11,407	10,624
2999-999-999-999 Chargeout fringes	(1,360)	(1,338)	(1,287)	-	-	-
Subtotal	<u>1,152,146</u>	<u>1,186,673</u>	<u>1,192,072</u>	<u>1,195,332</u>	<u>1,205,362</u>	<u>1,237,175</u>
Contractual Services						
3160 Extradite prisoners	13,184	12,410	3,758	-	3,829	-
3310 Repairs & maintenance	-	186	-	500	500	200
3320 Maintenance service contracts	26,111	27,124	7,437	14,540	14,540	23,500
3500 Printing & binding	132	989	1,266	1,000	1,000	1,000
Subtotal	<u>39,427</u>	<u>40,709</u>	<u>12,461</u>	<u>16,040</u>	<u>19,869</u>	<u>24,700</u>
Internal Services						
4210 Vehicle maintenance	77,563	77,900	67,481	76,166	76,166	75,000
4212 Misc vehicle maintenance charge	-	-	910	-	-	-
Subtotal	<u>77,563</u>	<u>77,900</u>	<u>68,391</u>	<u>76,166</u>	<u>76,166</u>	<u>75,000</u>
Other Charges						
5110 Electrical services	1,215	1,288	1,295	1,400	1,400	1,400
5210 Postal/messenger service	1,899	1,123	1,135	1,500	1,500	1,300
5230 Telecommunications	9,126	8,015	8,259	8,200	8,200	10,000
5342 Volunteer coverage	725	870	725	1,088	1,088	1,200
5360 Workers' comp premiums	23,400	-	-	-	-	-
5370 Line of duty coverage	-	-	24,165	57,258	57,258	59,596
5510 Personnel development	8,894	9,271	12,078	12,000	12,000	12,000
5510-001 College tuition	800	750	597	-	-	-
5515 Academy costs	18,300	20,115	20,655	22,720	22,720	24,000
5520 Employee recognition program	110	838	-	250	250	250
5810 Dues & memberships	5,281	4,834	5,021	5,450	5,450	6,000
5825 Admin support charges	254	111	878	-	-	-
Subtotal	<u>70,004</u>	<u>47,215</u>	<u>74,808</u>	<u>109,866</u>	<u>109,866</u>	<u>115,746</u>
Materials & Supplies						
6010 Office supplies	9,576	8,102	9,099	8,200	8,870	8,500
6020 Food & food service supplies	-	163	-	200	200	200
6040 Medical/laboratory supplies	4,337	2,089	990	500	500	500
6070 Repair & maintenance supplies	-	157	-	-	-	-
6100 Police supplies	1,043	333	457	1,000	1,000	1,000
6101 Guns & ammunition	2,000	1,750	1,913	1,750	1,750	2,000
6110 Uniforms & wearing apparel	614	2,112	2,284	4,000	4,000	4,000
6111 Protective clothing	1,500	900	1,020	1,020	1,020	785
6114 Dare program	2,946	2,997	2,989	3,000	3,000	3,000
6115 Crime Prevention program	4,821	5,374	5,817	5,200	5,200	5,200
6120 Books & subscriptions	439	571	438	500	500	500
6170 Computer mat/supplies	1,921	1,974	630	2,500	2,500	1,000
6170-002 Williamsburg client access	3,081	-	-	-	-	-
6171 Small equipment	287	360	790	500	500	500
6172 Minor furnishings	1,380	248	90	500	500	500
Subtotal	<u>33,945</u>	<u>27,130</u>	<u>26,517</u>	<u>28,870</u>	<u>29,540</u>	<u>27,685</u>
Leases & Rentals						
7100 Operating leases of equipment	838	562	672	-	-	-
7500 Operating leases of building	1,782	-	-	-	-	1,800
Subtotal	<u>2,620</u>	<u>562</u>	<u>672</u>	<u>-</u>	<u>-</u>	<u>1,800</u>
Capital Outlay						
8110 Machinery/equipment	-	-	-	1,000	1,000	1,000
8120 Furniture/fixtures	-	-	-	1,000	1,000	1,000
8170 Data processing equipment	5,419	5,086	5,827	6,800	6,800	4,500
8180 Buildings & grounds	353	-	-	-	-	-
Subtotal	<u>5,772</u>	<u>5,086</u>	<u>5,827</u>	<u>8,800</u>	<u>8,800</u>	<u>6,500</u>
Grants & Donations						
8908-212 Hurricane Irene (Nonpersonnel)	-	-	2,701	-	-	-
9510 Federal Drug Asset program	-	-	12,968	-	5,278	-
9511 State Drug Asset program	-	-	-	-	14,061	-
9519 BJA misc	11,048	12,053	11,422	-	10,120	-
9523 Triad Crime Prev program	2,025	-	-	-	-	-
9600 General donations	-	-	-	-	100	-
9600-001 Honor Guard	1,435	-	-	-	200	-
9600-002 RAD	-	-	450	-	555	-
Subtotal	<u>14,508</u>	<u>12,053</u>	<u>27,541</u>	<u>-</u>	<u>30,314</u>	<u>-</u>
Activity Total	<u>\$ 1,395,985</u>	<u>\$ 1,397,328</u>	<u>\$ 1,408,289</u>	<u>\$ 1,435,074</u>	<u>\$ 1,479,917</u>	<u>\$ 1,488,606</u>
Personnel	\$ 1,152,146	\$ 1,186,673	\$ 1,192,072	\$ 1,195,332	\$ 1,205,362	\$ 1,237,175
Non-personnel	243,839	210,655	216,217	239,742	274,555	251,431
	<u>\$ 1,395,985</u>	<u>\$ 1,397,328</u>	<u>\$ 1,408,289</u>	<u>\$ 1,435,074</u>	<u>\$ 1,479,917</u>	<u>\$ 1,488,606</u>
	-3.66%	0.10%	0.78%	1.90%	5.09%	3.73%

Office of the Sheriff
Law Enforcement - Activity #30312

Mission

To protect life and property, reduce crime, and serve the needs of the citizens, providing quality and efficient law enforcement services to the community, and maintaining the public's trust through professionalism and accountability.

Goals

- To provide professional and efficient law enforcement services to the citizens and businesses of York County.
- To enforce State and local criminal laws and ordinances.
- To enforce State and local motor vehicle laws on the highways and streets of York County.
- To act as a deterrent to criminal activity by patrolling the County as a visible symbol of law enforcement.
- To maintain a well-trained Emergency Response and Hostage Negotiation Team to respond to critical incidents such as drug raids, hostage and high jacking situations, high-risk warrant service, domestic terrorism, and missing and lost individuals.
- To maintain a well-trained bicycle team to provide community policing services to citizens of York County.
- To maintain and equip a professional Honor Guard to provide services to the citizens and participate in community events.

Implementation Strategies

- Improve traffic safety with the implementation of a radar trailer in residential areas and any other areas that show a high traffic incident problem.
- To increase traffic safety in the residential areas of the County through stricter enforcement of the motor vehicle laws.
- Promote traffic safety programs, such as seat belt awareness, child safety seats, DUI enforcement checkpoints, to educate citizens, and to encourage drivers to practice safer driving habits.
- Provide training on operating mobile data terminals.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Extra/off duty pay has been moved from the School Resource Officer's division (30316). The equivalent of one deputy position, vacated through attrition, remains unfunded for the third consecutive year. Increased funding is provided for maintenance contracts, usage charges for the mobile data terminals air cards and for vehicle maintenance. Capital funding reflects the routine replacement of four computers.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures By Category</u>						
Personnel	\$ 3,877,704	\$ 3,919,519	\$ 3,944,831	\$ 4,158,827	\$ 4,167,397	\$ 4,313,423
Operating	822,492	804,329	832,099	816,162	822,842	900,592
Capital	<u>15,747</u>	<u>29,659</u>	<u>20,724</u>	<u>14,500</u>	<u>14,500</u>	<u>20,500</u>
Total Expenditures	<u>\$ 4,715,943</u>	<u>\$ 4,753,507</u>	<u>\$ 4,797,654</u>	<u>\$ 4,989,489</u>	<u>\$ 5,004,739</u>	<u>\$ 5,234,515</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Specialized Safety	<u>56.00</u>	<u>56.00</u>	<u>55.00</u>	<u>55.00</u>	<u>55.00</u>	<u>55.00</u>
Total Funded FTEs	<u>59.00</u>	<u>59.00</u>	<u>58.00</u>	<u>58.00</u>	<u>58.00</u>	<u>58.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30312 Law Enforcement						
Personnel Services						
1513 Middle management	\$ 85,358	\$ 85,538	\$ 85,618	\$ 89,899	\$ 89,899	\$ 91,697
1516 Administrative & clerical salaries	60,750	60,910	60,910	63,956	63,956	62,371
1517 Specialized public safety	2,531,107	2,515,504	2,516,056	2,630,328	2,630,328	2,734,390
1595 Overtime	149,659	128,554	136,445	150,000	150,000	150,000
1595-199 DMV grant overtime	11,274	17,648	13,208	-	21,133	-
1595-199-209 DMV grant overtime 2009	2,362	-	-	-	-	-
1596 Holiday worked	100,941	95,543	89,457	100,000	100,000	100,000
1596-001 Holiday worked stipend	18,675	19,725	21,375	18,500	18,500	18,500
1597 Extra/off duty pay	35,887	55,457	66,558	75,000	51,093	82,500
1597-003 Extra/off duty pay-school	25,256	32,521	21,191	-	10,734	-
1599 Other pay	(478)	-	-	-	-	-
1999-999-999 Chargeout wages-grants	(68,014)	(61,398)	(50,355)	-	-	-
2100 FICA	219,026	212,676	212,756	239,268	233,530	241,508
2100-001 FICA DMV Traf enforce grant	1,387	1,456	1,587	-	-	-
2100-003 FICA-Extra-off duty pay-school	1,932	2,488	1,621	-	821	-
2100-199 FICA-DMV grant overtime	827	1,350	1,010	-	1,617	-
2100-597 FICA-Extra-off duty	-	4,242	5,092	-	3,910	6,311
2100-199-209 FICA-DMV grant overtime 2009	174	-	-	-	-	-
2200 VRS	361,005	376,887	376,814	330,483	330,483	342,860
2300 Health care	329,832	367,642	381,868	424,642	424,642	448,913
2400 Group life insurance	15,947	7,473	7,472	36,751	36,751	34,373
2999-999-999-999 Chargeout fringes-grants 2009	(5,203)	(4,697)	(3,852)	-	-	-
Subtotal	<u>3,877,704</u>	<u>3,919,519</u>	<u>3,944,831</u>	<u>4,158,827</u>	<u>4,167,397</u>	<u>4,313,423</u>
Contractual Services						
3110 Payment for medical services	2,482	3,441	7,789	3,500	3,500	3,500
3310 Repairs & maintenance	1,484	3,833	1,952	4,000	4,000	4,000
3320 Maintenance service contracts	490	1,005	35,473	28,700	28,700	36,000
3500 Printing & binding	4,293	1,838	1,936	2,000	2,000	2,000
3911 Towing services/vehicles	85	-	-	200	200	-
3920 Misc contractual services	918	-	-	1,000	1,000	1,000
Subtotal	<u>9,752</u>	<u>10,117</u>	<u>47,150</u>	<u>39,400</u>	<u>39,400</u>	<u>46,500</u>
Internal Services						
4210 Vehicle maintenance	661,996	689,756	687,609	674,337	674,337	724,317
4212 Misc vehicle maint charge	1,674	1,024	10	1,500	1,500	1,000
Subtotal	<u>663,670</u>	<u>690,780</u>	<u>687,619</u>	<u>675,837</u>	<u>675,837</u>	<u>725,317</u>
Other Charges						
5230 Telecommunications	7,513	6,915	5,976	11,400	11,400	40,560
5510 Personnel development	11,685	10,207	10,467	10,785	10,785	10,785
5510-001 College tuition	208	750	-	-	-	-
5810 Dues & memberships	364	59	165	350	350	180
Subtotal	<u>19,770</u>	<u>17,931</u>	<u>16,608</u>	<u>22,535</u>	<u>22,535</u>	<u>51,525</u>
Materials & Supplies						
6011 Photo supplies	612	-	-	250	250	250
6040 Medical supplies	-	2,395	990	3,000	3,000	3,000
6070 Repair & maint supplies	-	-	1,102	-	-	-
6072 Radio/comm supplies	865	955	-	2,000	2,000	2,000
6075 Sign material/supplies	3,176	27	560	3,000	3,000	3,000
6092 Mat/sup insurance recovery	-	-	25	-	-	-
6100 Police supplies	10,909	7,659	10,926	12,000	12,000	12,000
6101 Guns & ammunition	11,064	21,111	15,180	15,500	15,500	15,500
6102 Emergency response team	15,071	14,109	13,626	14,000	14,000	14,000
6104 Bike patrol	3,117	3,293	2,741	3,500	3,500	3,500
6110 Uniforms & wearing apparel	10,086	13,894	12,761	15,000	15,000	15,000
6111 Protective clothing	10,000	5,106	5,610	8,640	8,640	8,000
6140 Other operating supplies	-	414	-	-	-	-
6170 Computer mat/supplies	211	110	121	-	-	-
6171 Small equipment	491	234	497	1,000	1,000	500
6172 Minor furnishings	148	804	-	500	500	500
Subtotal	<u>65,750</u>	<u>70,111</u>	<u>64,139</u>	<u>78,390</u>	<u>78,390</u>	<u>77,250</u>
Capital Outlay						
8110 Machinery/equipment	298	273	60	-	-	-
8113 Equip insurance recovery	-	-	1,875	-	-	-
8151 Replacement vehicular equip	15,449	27,836	13,224	14,500	14,500	14,500
8170 Data processing equipment	-	1,550	5,565	-	-	6,000
Subtotal	<u>15,747</u>	<u>29,659</u>	<u>20,724</u>	<u>14,500</u>	<u>14,500</u>	<u>20,500</u>
Grants & Donations						
9520 Bulletproof vests partner	6,800	7,265	5,440	-	-	-
9521-002 DMV equip	7,800	7,925	11,143	-	6,180	-
9521-004 DMV-training	-	200	-	-	500	-
9650-300 ARRA-BJA-Jag Tasers	48,950	-	-	-	-	-
Subtotal	<u>63,550</u>	<u>15,390</u>	<u>16,583</u>	<u>-</u>	<u>6,680</u>	<u>-</u>
Activity Total	<u>\$ 4,715,943</u>	<u>\$ 4,753,507</u>	<u>\$ 4,797,654</u>	<u>\$ 4,989,489</u>	<u>\$ 5,004,739</u>	<u>\$ 5,234,515</u>
Personnel	\$ 3,877,704	\$ 3,919,519	\$ 3,944,831	\$ 4,158,827	\$ 4,167,397	\$ 4,313,423
Non-personnel	<u>838,239</u>	<u>833,988</u>	<u>852,823</u>	<u>830,662</u>	<u>837,342</u>	<u>921,092</u>
	<u>\$ 4,715,943</u>	<u>\$ 4,753,507</u>	<u>\$ 4,797,654</u>	<u>\$ 4,989,489</u>	<u>\$ 5,004,739</u>	<u>\$ 5,234,515</u>
	-2.29%	0.80%	0.93%	4.00%	4.32%	4.91%

Office of the Sheriff
Investigations - Activity #30313

Mission

Investigate all major crimes that occur in York County including murder, rape, robbery, assault, burglary, larceny, motor vehicle theft, and arson. Also, investigates drug-related crimes through assignment of personnel to the Federal Drug Narcotics task force and Tri-Rivers Narcotics Task Force. Tasks associated with criminal investigations are crime scene search; evidence collection, interviewing witnesses and suspects, making arrests and presenting testimony in criminal trials.

Goals

- To provide the citizens of York County with a competent and well trained staff of investigators who will investigate thoroughly all major crimes that occur in York County.
- To foster ongoing relationships with other county and law enforcement agencies from other jurisdictions with a common goal of working together to solve crimes and bring perpetrators to justice.
- To present competent testimony relative to the investigation in the courts of York County and work with the York County Commonwealth's Attorney's Office to ensure that persons that commit these crimes are successfully prosecuted.

Implementation Strategies

- Facilitate a collaborative effort between the Investigations Division, Victim-Witness Assistance Program, Commonwealth's Attorney, and Child Protective Services focusing on child sexual assault investigations.
- Facilitate a collaborative effort between the Investigations Division, Victim-Witness Assistance Program, Commonwealth's Attorney, and Adult Protective Services focusing on the abuse and exploitation of the elderly under the care of others.
- To continue to provide the community with thorough and timely investigations by providing competent trained investigators with state-of-the-art criminal investigative resources.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Increased funding is provided for maintenance contracts, usage charges for the mobile data terminals air cards and for vehicle maintenance. Capital funding reflects the routine replacement of two computers and a laptop.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 1,231,122	\$ 1,274,391	\$ 1,324,016	\$ 1,358,284	\$ 1,370,438	\$ 1,391,478
Operating	160,615	161,799	162,347	165,881	165,881	187,782
Capital	15,701	5,055	11,921	18,000	18,000	14,800
Total Expenditures	<u>\$ 1,407,438</u>	<u>\$ 1,441,245</u>	<u>\$ 1,498,284</u>	<u>\$ 1,542,165</u>	<u>\$ 1,554,319</u>	<u>\$ 1,594,060</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	13.00	13.00	14.00	14.00	14.00	14.00
Total Funded FTEs	<u>15.00</u>	<u>15.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30313 Investigations						
Personnel Services						
1513 Middle management	\$ 87,592	\$ 82,277	\$ 83,149	\$ 87,306	\$ 87,306	\$ 89,052
1516 Administrative & clerical salaries	27,663	27,781	27,781	29,170	29,170	32,618
1517 Specialized public safety	722,097	721,031	736,341	776,427	776,427	790,127
1532 As required-administrative/clerical	-	2,646	-	-	-	-
1532-001 DEA as required-admin/clerical	3,780	-	18,172	-	-	-
1595 Overtime	78,980	96,372	85,265	92,900	92,900	92,900
1595-001 DEA overtime	15,296	14,966	11,337	-	-	-
1595-001-209 DEA overtime 2009	2,931	-	-	-	-	-
1595-002 Homeland Security invest	-	-	198	-	1,566	-
1595-199 DMV grant overtime	-	1,096	-	-	-	-
1596 Holiday worked	1,529	1,065	5,287	1,400	1,400	1,400
1596-001 Holiday pay (stipend)	-	-	300	-	-	-
1597 Extra/off duty pay	1,756	10,290	17,462	-	8,503	-
1597-003 Extra/off duty pay-school	3,965	5,129	4,597	-	1,333	-
1599 Other pay	17,852	22,037	22,769	23,600	23,600	23,600
1999-999-999 Chargeout wages grants	(12,005)	(13,140)	(16,095)	-	-	-
2100 FICA	68,939	69,212	71,513	77,326	77,326	78,772
2100-001 FICA-DEA	1,683	1,347	1,390	-	-	-
2100-003 FICA-Extra/off duty pay-school	303	392	352	-	102	-
2100-199 FICA-DMV grant overtime	-	84	-	-	-	-
2100-597 FICA-Extra/off duty pay	-	787	1,336	-	650	-
2200 VRS	112,542	116,706	119,104	105,988	105,988	108,230
2300 Health care	91,952	112,882	132,627	152,381	152,381	163,929
2400 Group life insurance	4,961	2,314	2,362	11,786	11,786	10,850
2999-999-999-999 Chargeout fringes	(694)	(883)	(1,231)	-	-	-
Subtotal	<u>1,231,122</u>	<u>1,274,391</u>	<u>1,324,016</u>	<u>1,358,284</u>	<u>1,370,438</u>	<u>1,391,478</u>
Contractual Services						
3310 Repairs & maintenance	-	-	-	200	200	-
3320 Maintenance service contracts	856	108	1,171	1,200	1,200	2,400
3600 Advertising	47	-	-	-	-	-
3910 Special investigation services	6,000	(50)	5,201	6,000	6,000	6,000
3911 Towing services/vehicles	250	245	-	-	-	-
3920 Misc contractual services	2,857	3,202	4,102	3,000	3,000	8,000
Subtotal	<u>10,010</u>	<u>3,505</u>	<u>10,474</u>	<u>10,400</u>	<u>10,400</u>	<u>16,400</u>
Internal Services						
4210 Vehicle maintenance	119,426	130,810	128,167	127,201	127,201	135,262
Subtotal	<u>119,426</u>	<u>130,810</u>	<u>128,167</u>	<u>127,201</u>	<u>127,201</u>	<u>135,262</u>
Other Charges						
5230 Telecommunications	11,376	8,310	7,821	10,000	10,000	18,000
5510 Personnel development	5,938	7,591	6,862	8,000	8,000	7,000
5510-001 College tuition	1,512	531	-	-	-	-
5810 Dues & memberships	2,688	2,719	2,700	2,810	2,810	2,800
5822 Special Investigations	-	1,249	-	-	-	-
Subtotal	<u>21,514</u>	<u>20,400</u>	<u>17,383</u>	<u>20,810</u>	<u>20,810</u>	<u>27,800</u>
Materials & Supplies						
6011 Photo supplies	48	199	164	300	300	200
6070 Repair & maintenance supplies	-	-	205	-	-	-
6100 Police supplies	1,440	1,663	2,475	1,800	1,800	2,000
6101 Guns & ammunition	2,250	2,250	160	2,250	2,250	2,250
6110 Uniforms & wearing apparel	4,200	-	950	-	-	-
6111 Protective clothing	1,000	1,800	1,020	1,020	1,020	1,870
6120 Books & subscriptions	-	-	10	300	300	200
6170 Computer mat/supplies	-	803	601	800	800	800
6171 Small equipment	340	-	738	500	500	500
6172 Minor furnishings	387	369	-	500	500	500
Subtotal	<u>9,665</u>	<u>7,084</u>	<u>6,323</u>	<u>7,470</u>	<u>7,470</u>	<u>8,320</u>
Capital Outlay						
8134 Security cameras	-	5,055	-	-	-	-
8151 Replacement vehicular equip	5,141	-	9,927	7,000	7,000	10,000
8170 Data processing equipment	10,560	-	1,885	11,000	11,000	4,800
8180 Buildings & grounds	-	-	109	-	-	-
Subtotal	<u>15,701</u>	<u>5,055</u>	<u>11,921</u>	<u>18,000</u>	<u>18,000</u>	<u>14,800</u>
Activity Total	<u>\$ 1,407,438</u>	<u>\$ 1,441,245</u>	<u>\$ 1,498,284</u>	<u>\$ 1,542,165</u>	<u>\$ 1,554,319</u>	<u>\$ 1,594,060</u>
Personnel	\$ 1,231,122	\$ 1,274,391	\$ 1,324,016	\$ 1,358,284	\$ 1,370,438	\$ 1,391,478
Non-personnel	176,316	166,854	174,268	183,881	183,881	202,582
	<u>\$ 1,407,438</u>	<u>\$ 1,441,245</u>	<u>\$ 1,498,284</u>	<u>\$ 1,542,165</u>	<u>\$ 1,554,319</u>	<u>\$ 1,594,060</u>
	-2.87%	2.40%	3.96%	2.93%	3.74%	3.37%

Office of the Sheriff
Civil Operations/Court Security - Activity #30314

Mission

Serve civil process warrants and jury notices for jury trials; and maintain security of the York/Poquoson Courthouse by providing a safe and secure facility for the citizens and court personnel.

Goals

- To serve civil processes on a timely basis.
- To serve jury notices on a timely basis.
- To aid the road deputies in traffic control, funeral traffic, and general back up.
- To provide Court security to the Circuit Court, General District Court, and Juvenile and Domestic Relations District Court.
- To provide security to the main entrance of the Courthouse.
- To staff the control room in the basement of the Courthouse.
- To provide security for inmates awaiting trial, as well as, subjects committed to jail by the Courts. This security will entail initial searching of male and female inmates and juveniles.
- To process sentenced felons and misdemeanors that are not committed to the regional jail, by fingerprinting and photographing.
- To process all juveniles through fingerprinting and photographing.
- To fingerprint citizens for non-criminal reasons, i.e. concealed weapon permits, employment with government and private businesses.

Implementation Strategies

- To maintain and improve the knowledge of civil procedure law for each civil deputy.
- To maintain and improve security of the Courthouse.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is to upgrade the camera recording system and for the routine replacement of four computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Personnel	\$ 1,210,423	\$ 1,209,633	\$ 1,193,443	\$ 1,292,357	\$ 1,304,938	\$ 1,320,123
Operating	89,695	93,392	80,470	77,926	86,518	76,550
Capital	-	1,545	1,353	1,500	1,500	11,000
Total Expenditures	<u>\$ 1,300,118</u>	<u>\$ 1,304,570</u>	<u>\$ 1,275,266</u>	<u>\$ 1,371,783</u>	<u>\$ 1,392,956</u>	<u>\$ 1,407,673</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	<u>16.50</u>	<u>16.50</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>
Total Funded FTEs	<u>18.50</u>	<u>18.50</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30314 Civil Operations/Court Security						
Personnel Services						
1513 Middle management	\$ 84,458	\$ 84,638	\$ 84,718	\$ 88,954	\$ 88,954	\$ 90,733
1516 Administrative & clerical salaries	36,121	36,201	36,201	38,011	38,011	38,771
1517 Specialized public safety	777,205	764,988	740,879	825,131	825,131	837,108
1521 Reg PT professional technical	25,246	25,923	12,958	-	-	-
1595 Overtime	20,692	24,874	14,739	15,325	15,325	15,325
1595-199 DMV grant overtime	-	-	107	-	-	-
1596 Holiday worked	670	2,217	2,244	675	675	675
1597 Extra/off duty pay	7,368	4,161	7,714	-	8,815	-
1597-003 Schools	6,246	3,421	7,021	-	2,872	-
1999-999-999 Charge out wages-grants	(18,564)	(20,912)	(9,177)	-	-	-
2100 FICA	71,537	70,383	66,391	74,059	74,059	75,170
2100-003 FICA-Extra/off duty pay-school	478	262	537	-	220	-
2100-199 FICA-DMV grant overtime	-	-	8	-	-	-
2100-597 FICA-Extra/off duty pay	-	318	590	-	674	-
2200 VRS	120,463	124,307	121,471	113,014	113,014	114,737
2300 Health care	74,587	87,987	105,336	124,620	124,620	136,101
2400 Group life insurance	5,336	2,465	2,408	12,568	12,568	11,503
2999-999-999-999 Charge out fringes-grants	(1,420)	(1,600)	(702)	-	-	-
Subtotal	<u>1,210,423</u>	<u>1,209,633</u>	<u>1,193,443</u>	<u>1,292,357</u>	<u>1,304,938</u>	<u>1,320,123</u>
Contractual Services						
3310 Repairs & maintenance	-	-	-	200	200	-
3320 Maintenance service contracts	5,803	6,853	9,748	7,000	7,000	6,300
3500 Printing & binding	195	110	200	200	200	200
3920 Misc contractual services	12,240	13,728	15,144	-	8,592	-
Subtotal	<u>18,238</u>	<u>20,691</u>	<u>25,092</u>	<u>7,400</u>	<u>15,992</u>	<u>6,500</u>
Internal Services						
4210 Vehicle maintenance	62,336	60,970	49,146	55,836	55,836	57,158
4212 Misc vehicle maintenance charge	33	-	80	-	-	-
Subtotal	<u>62,369</u>	<u>60,970</u>	<u>49,226</u>	<u>55,836</u>	<u>55,836</u>	<u>57,158</u>
Other Charges						
5210 Postal/messenger service	1,396	1,900	517	2,000	2,000	1,800
5230 Telecommunications	1,430	1,233	1,096	1,300	1,300	950
5510 Personnel development	109	985	145	1,000	1,000	700
5810 Dues & memberships	-	-	45	-	-	50
Subtotal	<u>2,935</u>	<u>4,118</u>	<u>1,803</u>	<u>4,300</u>	<u>4,300</u>	<u>3,500</u>
Materials & Supplies						
6011 Photo supplies	-	-	-	-	-	100
6040 Medical supplies	-	-	529	-	-	300
6100 Police supplies	833	262	310	500	500	400
6101 Guns & ammunition	3,500	3,499	200	3,500	3,500	3,500
6110 Uniforms & wearing apparel	1,284	696	1,322	1,500	1,500	1,500
6111 Protective clothing	-	900	680	-	-	392
6170 Computer mat/supplies	-	474	-	300	300	300
6171 Small equipment	216	-	975	2,190	2,190	1,900
6172 Minor furnishings	320	-	171	400	400	-
Subtotal	<u>6,153</u>	<u>5,831</u>	<u>4,187</u>	<u>8,390</u>	<u>8,390</u>	<u>8,392</u>
Leases & Rentals						
7500 Operating leases of building	-	1,782	162	2,000	2,000	1,000
Subtotal	<u>-</u>	<u>1,782</u>	<u>162</u>	<u>2,000</u>	<u>2,000</u>	<u>1,000</u>
Capital Outlay						
8110 Machinery/equipment	-	-	-	-	-	5,000
8120 Furniture/fixtures	-	1,545	-	-	-	-
8170 Data processing equipment	-	-	1,353	1,500	1,500	6,000
Subtotal	<u>-</u>	<u>1,545</u>	<u>1,353</u>	<u>1,500</u>	<u>1,500</u>	<u>11,000</u>
Activity Total	<u>\$ 1,300,118</u>	<u>\$ 1,304,570</u>	<u>\$ 1,275,266</u>	<u>\$ 1,371,783</u>	<u>\$ 1,392,956</u>	<u>\$ 1,407,673</u>
Personnel	\$ 1,210,423	\$ 1,209,633	\$ 1,193,443	\$ 1,292,357	\$ 1,304,938	\$ 1,320,123
Non-personnel	89,695	94,937	81,823	79,426	88,018	87,550
	<u>\$ 1,300,118</u>	<u>\$ 1,304,570</u>	<u>\$ 1,275,266</u>	<u>\$ 1,371,783</u>	<u>\$ 1,392,956</u>	<u>\$ 1,407,673</u>
	-2.61%	0.34%	-2.25%	7.57%	9.23%	2.62%

Office of the Sheriff
School Resource Officers - Activity #30316

Mission

Provide law enforcement and security on the grounds and within the buildings of the schools in the York County School Division based on an agreement established between the York County School Board and the York County Sheriff's Office. The School Resource Officer Program was established in 1994.

Goals

- Provide deputies (one per school) to patrol the four high school campuses.
- Maintain security on school grounds and act as a law enforcement liaison.
- Provide certification in Class Action for the four deputies assigned to the high schools.
- Provide classes (Class Action) on the severity and consequences of criminal activities to the middle school students (Eighth graders).

Implementation Strategies

- Maintain qualified duty officers through in-service training and other beneficial schools.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Extra/off duty pay has been moved to the Law Enforcement division (30312).

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 268,911	\$ 268,571	\$ 283,119	\$ 295,567	\$ 297,785	\$ 296,523
Operating	<u>38,371</u>	<u>36,148</u>	<u>37,194</u>	<u>41,132</u>	<u>41,132</u>	<u>43,071</u>
Total Expenditures	<u>\$ 307,282</u>	<u>\$ 304,719</u>	<u>\$ 320,313</u>	<u>\$ 336,699</u>	<u>\$ 338,917</u>	<u>\$ 339,594</u>
<u>Funded FTEs</u>						
Specialized Safety	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Funded FTEs	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30316 School Resource Officers						
Personnel Services						
1517 Specialized public safety	\$ 192,425	\$ 184,845	\$ 192,034	\$ 201,919	\$ 201,919	\$ 207,616
1595 Overtime	7,955	7,750	11,100	10,000	10,000	10,000
1595-199 Overtime-DMV Grant	-	659	-	-	-	-
1596 Holiday worked	1,598	2,124	1,951	1,600	1,600	1,600
1597 Extra/off duty pay	2,712	5,406	5,758	7,500	7,690	-
1597-003 Extra/off duty pay-school	5,118	6,372	5,195	-	2,060	-
1999-999-999-999 Chargeout wages-grants	(3,248)	(3,638)	(4,017)	-	-	-
2100 FICA	15,183	14,324	15,055	16,908	16,334	16,770
2100-003 FICA-Extra/off duty pay-school	392	487	397	-	158	-
2100-199 FICA-DMV Grant	-	50	-	-	-	-
2100-597 FICA-Extra/off duty	-	414	440	-	384	-
2200 VRS	25,895	26,025	27,154	23,968	23,968	24,644
2300 Health care	19,987	23,515	27,821	31,007	31,007	33,422
2400 Group life insurance	1,142	516	538	2,665	2,665	2,471
2999-999-999-999 Chargeout fringes-grants	(248)	(278)	(307)	-	-	-
Subtotal	<u>268,911</u>	<u>268,571</u>	<u>283,119</u>	<u>295,567</u>	<u>297,785</u>	<u>296,523</u>
Internal Services						
4210 Vehicle maintenance	19,040	18,887	20,225	23,482	23,482	23,571
4210-001 Vehicle replacement	16,700	16,700	16,700	16,700	16,700	16,700
Subtotal	<u>35,740</u>	<u>35,587</u>	<u>36,925</u>	<u>40,182</u>	<u>40,182</u>	<u>40,271</u>
Other Charges						
5230 Telecommunications	551	561	269	550	550	2,400
5360 Workers' compensation premiums	2,080	-	-	-	-	-
5510 Personnel development	-	-	-	400	400	400
Subtotal	<u>2,631</u>	<u>561</u>	<u>269</u>	<u>950</u>	<u>950</u>	<u>2,800</u>
Activity Total	<u>\$ 307,282</u>	<u>\$ 304,719</u>	<u>\$ 320,313</u>	<u>\$ 336,699</u>	<u>\$ 338,917</u>	<u>\$ 339,594</u>
Personnel	\$ 268,911	\$ 268,571	\$ 283,119	\$ 295,567	\$ 297,785	\$ 296,523
Non-personnel	<u>38,371</u>	<u>36,148</u>	<u>37,194</u>	<u>41,132</u>	<u>41,132</u>	<u>43,071</u>
	<u>\$ 307,282</u>	<u>\$ 304,719</u>	<u>\$ 320,313</u>	<u>\$ 336,699</u>	<u>\$ 338,917</u>	<u>\$ 339,594</u>
	-0.35%	-0.83%	5.12%	5.12%	5.81%	0.86%

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Fire & Life Safety

The mission is "to provide fire and life safety protection to our community in order to prevent emergencies when possible, and to respond quickly, minimize pain, suffering and loss when emergencies do occur." This is accomplished through the divisions below. Individual division details follow this summary page.

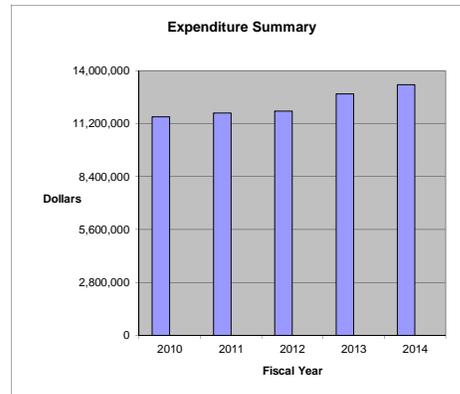
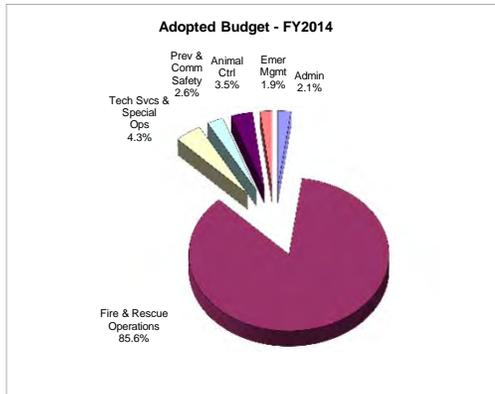
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 10,867,340	\$ 10,249,689	\$ 10,117,004	\$ 11,247,165	\$ 11,247,165	\$ 11,629,729	87.69%
Permits, Fees, Fines	47,357	49,539	42,542	45,800	45,800	45,800	0.35%
Charges for Services	221,701	1,040,419	1,296,103	1,200,000	1,200,000	1,300,000	9.80%
Donations	57,448	35,483	43,449	-	11,919	-	0.00%
Recovered Costs	43,377	3,463	21,334	-	41,881	-	0.00%
State/Federal Aid & Grants	326,151	372,310	330,471	278,740	302,719	286,397	2.16%
Total Funding Sources	\$ 11,563,374	\$ 11,750,903	\$ 11,850,903	\$ 12,771,705	\$ 12,849,484	\$ 13,261,926	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Administration	\$ 185,240	\$ 187,271	\$ 222,171	\$ 272,799	\$ 279,718	\$ 281,060	3.03%
Fire & Rescue Operations	10,155,668	10,287,729	10,374,656	11,096,552	11,150,616	11,346,444	2.25%
Tech Services & Special Operations	465,496	473,998	495,605	566,311	571,311	569,702	0.60%
Prevention & Community Safety	333,766	323,501	340,633	339,636	339,636	346,280	1.96%
Animal Control	234,939	243,028	240,898	284,741	286,537	465,543	63.50%
Emergency Management	188,265	235,376	176,940	211,666	221,666	252,897	19.48%
Total Expenditures	\$ 11,563,374	\$ 11,750,903	\$ 11,850,903	\$ 12,771,705	\$ 12,849,484	\$ 13,261,926	3.84%

Expenditure by Category							
Personnel	\$ 10,529,124	\$ 10,634,562	\$ 10,674,507	\$ 11,312,555	\$ 11,354,130	\$ 11,602,128	2.56%
Operating	1,032,508	1,116,341	1,174,936	1,445,900	1,482,104	1,643,898	13.69%
Capital	1,742	-	1,460	13,250	13,250	15,900	20.00%
Total Expenditures	\$ 11,563,374	\$ 11,750,903	\$ 11,850,903	\$ 12,771,705	\$ 12,849,484	\$ 13,261,926	3.84%

Funded FTEs						
Management	8.00	8.00	8.00	8.00	8.00	8.00
Professional/Technical	14.00	14.00	14.00	14.00	14.00	14.00
Admin/Clerical	4.00	3.00	3.00	3.00	3.00	3.00
Specialized Safety	118.00	118.00	115.00	115.00	115.00	115.00
Total Funded FTEs	144.00	143.00	140.00	140.00	140.00	140.00

Key Service Indicators						
Fire & rescue responses	8,394	8,842	9,071	8,800	9,000	9,000
Fire & life unit responses	17,518	18,050	18,816	18,000	18,500	18,500
Patients transported	3,794	4,012	4,227	4,190	4,190	4,200
Average response times (minutes)	4.95	4.94	4.85	4.95	4.95	4.95
Training, professional dev courses, programs coordinated/delivered	350	265	275	275	275	275
Personnel training hours through in-station, in-service and course	35,971	43,711	36,000	36,000	36,000	36,000
Advanced life support cert course enrollment	2	3	2	2	2	2
Fire code inspections	845	851	742	850	750	750
2nd grade students educated through public fire safety program	823	835	892	835	840	840
Fire extinguisher training	897	1,033	878	1,000	900	900
Child safety seat inspections	244	225	227	200	230	230
Animal calls	2,445	2,541	2,413	2,475	2,450	2,450
Animals taken to shelters	258	198	188	215	200	200
Animals taken to shelters by public	541	564	559	530	565	565
Compliance with Code of VA - EOP maint	100%	100%	100%	100%	100%	100%
Compliance with the National Incident Mgmt System implementation schedule	100%	100%	100%	100%	100%	100%



Fire & Life Safety
Fire & Life Safety Administration - Activity #30320

Mission

Provide fire and life safety protection to our community in order to prevent emergencies when possible; respond quickly and minimize pain, suffering, and loss when emergencies do occur. Also, effectively deal with existing and future threats to the health, safety and welfare of the citizens and visitors of the County, thus preserving and enhancing the quality of their lives, health and property.

Goals

- To ensure that the public has a mechanism to report an emergency, to provide a quick, effective fire/rescue response, and aid the public to the extent necessary to assist them in coping with and/or overcoming an emergency crisis. To continue evaluation of community risks and department's capabilities/service delivery to ensure optimum emergency prevention and response and recovery.
- To provide public education and information about the emergency response system; minimizing exposure to hazardous situations; preparedness for an individual emergency, family emergency, business emergency or community disaster; and preventing fires and injuries.
- To participate in applicable plan review and inspection processes for the purpose of ensuring adequate fire safety measures.
- To enforce and investigate violations of applicable codes and ordinances, such as the Building Code, Fire Prevention Code, Animal Control codes/ordinances, and other public safety issues. To investigate causes and origins of fires and other similar incidents.
- To coordinate, develop, exercise, and implement, as required, a comprehensive emergency management system that includes mitigation, preparedness, response, and recovery.

Implementation Strategies

- Continue to promote communication and sharing of information between divisions, departments, and other units of government.
- Continue the process for Program Effectiveness Performance Measures.
- Continue effective and efficient use of resources in order to provide critical fire and life safety services in a high quality manner to the County's citizens, businesses and visitors.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional funding is provided for a State unfunded mandate for Line of Duty coverage.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 168,241	\$ 170,747	\$ 173,602	\$ 181,668	\$ 181,668	\$ 186,149
Operating	<u>16,999</u>	<u>16,524</u>	<u>48,569</u>	<u>91,131</u>	<u>98,050</u>	<u>94,911</u>
Total Expenditures	<u>\$ 185,240</u>	<u>\$ 187,271</u>	<u>\$ 222,171</u>	<u>\$ 272,799</u>	<u>\$ 279,718</u>	<u>\$ 281,060</u>
<u>Funded FTEs</u>						
Management	0.75	0.75	0.75	0.75	0.75	0.75
Admin/Clerical	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Funded FTEs	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30320 Fire & Life Safety Administration						
Personnel Services						
1512 Senior level management	\$ 90,970	\$ 91,105	\$ 91,165	\$ 95,723	\$ 95,723	\$ 97,637
1516 Administrative & clerical salaries	37,035	37,035	37,035	38,887	38,887	39,665
1595 Overtime	-	-	1,211	200	200	200
2100 FICA	8,914	8,853	8,905	10,313	10,313	10,519
2200 VRS	17,204	18,095	18,102	15,978	15,978	16,298
2300 Health care	13,359	15,300	16,825	18,790	18,790	20,196
2400 Group life insurance	759	359	359	1,777	1,777	1,634
Subtotal	<u>168,241</u>	<u>170,747</u>	<u>173,602</u>	<u>181,668</u>	<u>181,668</u>	<u>186,149</u>
Contractual Services						
3320 Maintenance service contracts	2,166	1,925	1,444	1,735	1,735	1,735
3500 Printing & binding	115	68	85	100	100	100
Subtotal	<u>2,281</u>	<u>1,993</u>	<u>1,529</u>	<u>1,835</u>	<u>1,835</u>	<u>1,835</u>
Internal Services						
4210 Vehicle maintenance	10,072	10,382	8,905	9,175	9,175	9,422
4300 Central store	109	82	87	105	105	105
Subtotal	<u>10,181</u>	<u>10,464</u>	<u>8,992</u>	<u>9,280</u>	<u>9,280</u>	<u>9,527</u>
Other Charges						
5210 Postal/messenger service	168	82	12	150	150	100
5230 Telecommunications	1,250	1,017	873	1,120	1,120	1,000
5370 Line of duty coverage	-	-	33,290	75,031	75,031	78,659
5510 Personnel development	349	165	589	400	400	400
5520 Employee recognition program	569	1,013	1,089	1,000	1,000	1,000
5810 Dues & memberships	806	674	624	800	800	815
Subtotal	<u>3,142</u>	<u>2,951</u>	<u>36,477</u>	<u>78,501</u>	<u>78,501</u>	<u>81,974</u>
Materials & Supplies						
6010 Office supplies	879	822	725	900	900	900
6050 Housekeeping/janitorial supplies	-	3	-	-	-	-
6120 Books & subscriptions	296	291	337	215	215	275
6170 Computer mat/supplies	165	-	509	300	300	300
6172 Minor furnishings	55	-	-	100	100	100
Subtotal	<u>1,395</u>	<u>1,116</u>	<u>1,571</u>	<u>1,515</u>	<u>1,515</u>	<u>1,575</u>
Grants & Donations						
9600 Donations non-volunteer	-	-	-	-	6,519	-
9601 Donations volunteer	-	-	-	-	400	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,919</u>	<u>-</u>
Activity Total	<u>\$ 185,240</u>	<u>\$ 187,271</u>	<u>\$ 222,171</u>	<u>\$ 272,799</u>	<u>\$ 279,718</u>	<u>\$ 281,060</u>
Personnel	\$ 168,241	\$ 170,747	\$ 173,602	\$ 181,668	\$ 181,668	\$ 186,149
Non-personnel	16,999	16,524	48,569	91,131	98,050	94,911
	<u>\$ 185,240</u>	<u>\$ 187,271</u>	<u>\$ 222,171</u>	<u>\$ 272,799</u>	<u>\$ 279,718</u>	<u>\$ 281,060</u>
	-8.06%	1.10%	18.64%	22.79%	25.90%	3.03%

Fire & Life Safety
Fire & Rescue Operations - Activity #30321

Mission

Provide continuous community protection from the effects of fire and other destructive events; and equally serves to provide professional emergency medical services for victims of sudden illness or injury.

Goals

- Immediate response to, and effective mitigation of, emergency incidents.
- Minimize loss of life, injury, illness, and property damage resulting from these events.
- Services shall be conducted in a courteous, competent and professional manner.
- Effective fire and injury education programs shall be provided throughout the community.

Implementation Strategies

- Minimize emergency response times wherever possible to ensure quality and effectiveness of our services to the community.
- Utilize NFPA standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments (NFPA 1710) as a model for performance benchmarking.
- Maintain Standard Operating Procedures consistent with recommended practices, standards and policies as appropriate.
- Continue and update as necessary, mutual aid/cooperative response agreements, standard operating procedures and interoperable systems with other emergency response partners in the region.
- Evaluate systems to more rapidly access and effectively use geographic mapping, occupant pre-arrival information, structure/facility pre-plans, and technological hazard databases during emergencies.
- Continue to develop, train and exercise personnel in the National Incident Management System's Incident Command System according to the guidelines/schedules developed by the Department of Homeland Security and VA Dept. of Emergency Management.
- Administer a fair, easily understood, and effective EMS Transport Cost Recovery program using compassionate billing practices.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. The equivalent of three firefighter positions, vacated through attrition, remains unfunded for the third consecutive year. A decrease in funding for contractual services is programmed based on a vendor change for the EMS billing services. Capital funding is for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 9,366,048	\$ 9,449,568	\$ 9,516,188	\$ 10,048,000	\$ 10,089,575	\$ 10,291,628
Operating	787,878	838,161	857,008	1,038,802	1,051,291	1,045,216
Capital	<u>1,742</u>	<u>-</u>	<u>1,460</u>	<u>9,750</u>	<u>9,750</u>	<u>9,600</u>
Total Expenditures	<u>\$ 10,155,668</u>	<u>\$ 10,287,729</u>	<u>\$ 10,374,656</u>	<u>\$ 11,096,552</u>	<u>\$ 11,150,616</u>	<u>\$ 11,346,444</u>
<u>Funded FTEs</u>						
Management	4.00	4.00	4.00	4.00	4.00	4.00
Professional/Technical	10.00	10.00	10.00	10.00	10.00	10.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Specialized Safety	<u>114.00</u>	<u>114.00</u>	<u>111.00</u>	<u>113.00</u>	<u>111.00</u>	<u>111.00</u>
Total Funded FTEs	<u>130.00</u>	<u>130.00</u>	<u>127.00</u>	<u>129.00</u>	<u>127.00</u>	<u>127.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30321 Fire & Rescue Operations						
Personnel Services						
1513 Middle management	\$ 357,002	\$ 357,722	\$ 287,302	\$ 348,218	\$ 348,218	\$ 381,067
1515 Professional & technical salaries	693,025	725,396	715,000	762,722	762,722	779,825
1516 Administrative & clerical salaries	65,145	65,255	65,255	68,517	68,517	72,226
1517 Specialized public safety	5,507,350	5,486,313	5,466,593	5,837,937	5,837,937	5,920,625
1595 Overtime	249,481	202,744	309,104	200,000	200,000	200,000
1596 Holiday worked	198,956	196,392	197,544	200,000	200,000	200,000
1596-001 Holiday pay stipend	47,775	47,100	47,625	40,000	40,000	40,000
1599 Other pay	-	75	-	-	-	-
1999-005 HRMMRS Reimbursement	-	-	-	-	4,143	-
1999-007 VATF2 Training	-	-	-	-	2,560	-
1999-010 VATF2 Deployment	-	-	-	-	27,074	-
1999-012 Hampton Roads Incident Mgmt	-	-	-	-	2,700	-
2100 FICA	519,204	514,424	514,571	570,491	570,491	580,921
2100-001 FICA-Holiday pay stipend	3,503	3,449	3,557	-	-	-
2200 VRS	889,771	936,609	921,866	832,965	832,965	849,149
2300 Health care	795,605	895,524	969,491	1,094,520	1,094,520	1,182,685
2400 Group life insurance	39,231	18,565	18,280	92,630	92,630	85,130
2999-010 VATF2 Deployment Fringes	-	-	-	-	5,098	-
Subtotal	<u>9,366,048</u>	<u>9,449,568</u>	<u>9,516,188</u>	<u>10,048,000</u>	<u>10,089,575</u>	<u>10,291,628</u>
Contractual Services						
3110 Payment for medical services	42,756	38,129	38,900	44,000	44,000	42,000
3310 Repairs & maintenance	2,116	1,508	5,981	2,185	2,185	2,185
3320 Maintenance service contracts	27,033	44,518	40,787	46,000	46,000	46,000
3500 Printing & binding	1,050	1,121	1,277	1,500	1,500	1,500
3800 Med-Flight Chesterfield County	500	-	-	-	-	-
3920 Misc contractual services	1,812	903	1,148	1,100	1,100	1,100
3925 EMS billing services	11,231	71,048	86,713	88,500	88,500	87,000
Subtotal	<u>86,498</u>	<u>157,227</u>	<u>174,806</u>	<u>183,285</u>	<u>183,285</u>	<u>179,785</u>
Internal Services						
4210 Vehicle maintenance	34,938	19,744	15,766	16,500	16,500	16,931
4211 Misc vehicle maintenance charges	158	-	65	200	200	200
4230 Maint non-fleet vehicles	478,124	454,612	455,869	485,900	485,900	485,900
Subtotal	<u>513,220</u>	<u>474,356</u>	<u>471,700</u>	<u>502,600</u>	<u>502,600</u>	<u>503,031</u>
Other Charges						
5210 Postal/messenger service	759	660	594	750	750	750
5230 Telecommunications	6,770	18,539	16,955	18,500	18,500	18,500
5343 Volunteer-accident & health	9,745	9,745	5,847	5,850	5,850	5,850
5510 Personnel development	564	426	159	-	306	-
5810 Dues & memberships	579	314	75	145	145	145
5820 Assoc/meeting support charge	-	-	232	-	-	-
Subtotal	<u>18,417</u>	<u>29,684</u>	<u>23,862</u>	<u>25,245</u>	<u>25,551</u>	<u>25,245</u>
Materials & Supplies						
6010 Office supplies	1,424	1,374	1,266	1,500	1,500	1,500
6011 Photo supplies	-	-	150	100	100	100
6020 Food & food service supplies	481	641	772	640	640	640
6040 Medical/laboratory supplies	55,588	46,718	52,539	50,000	50,000	50,000
6050 Housekeeping/janitorial supplies	12,862	12,202	14,697	12,900	12,900	12,900
6070 Repair & maintenance supplies	3,348	730	454	1,000	1,000	1,000
6090 Vehicle & powered equip supplies	2,997	2,663	2,596	2,800	2,800	2,800
6092 Mat/sup insurance recovery	58	-	-	-	-	-
6102 Emergency response team	3,991	3,880	4,654	4,000	4,000	4,000
6110 Uniforms & wearing apparel	16,739	26,276	19,289	21,000	21,000	21,000
6111 Protective clothing	56,272	56,271	54,848	58,700	58,700	58,700
6112 Protective equipment supplies	3,925	7,480	4,286	4,715	4,715	4,715
6120 Books & subscriptions	47	-	-	-	-	-
6140 Other operating supplies	3,334	3,500	5,296	3,500	3,500	4,000
6170 Computer mat/supplies	1,974	1,420	4,838	2,000	2,000	2,000
6171 Small equipment	1,437	560	-	-	-	-
6172 Minor furnishings	1,101	4,696	3,606	3,200	3,200	10,000
6174 Comm/signaling equip	4,165	2,238	5,783	3,900	3,900	3,900
Subtotal	<u>169,743</u>	<u>170,649</u>	<u>175,074</u>	<u>169,955</u>	<u>169,955</u>	<u>177,255</u>
Leases and Rentals						
7500 Operating leases of building	-	-	-	2,400	2,400	2,400
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>
Capital Outlay						
8110 Machinery/equipment	300	-	-	-	-	-
8170 Data processing equipment	1,442	-	1,460	9,750	9,750	9,600
Subtotal	<u>1,742</u>	<u>-</u>	<u>1,460</u>	<u>9,750</u>	<u>9,750</u>	<u>9,600</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	11,566	-	-	-
9530 Fire programs	-	-	-	155,317	157,500	157,500
9715 VDEM - hazardous material prog	-	6,245	-	-	10,000	-
Subtotal	<u>-</u>	<u>6,245</u>	<u>11,566</u>	<u>155,317</u>	<u>167,500</u>	<u>157,500</u>
Activity Total	\$ 10,155,668	\$ 10,287,729	\$ 10,374,656	\$ 11,096,552	\$ 11,150,616	\$ 11,346,444
Personnel	\$ 9,366,048	\$ 9,449,568	\$ 9,516,188	\$ 10,048,000	\$ 10,089,575	\$ 10,291,628
Non-personnel	789,620	838,161	858,468	1,048,552	1,061,041	1,054,816
	<u>\$ 10,155,668</u>	<u>\$ 10,287,729</u>	<u>\$ 10,374,656</u>	<u>\$ 11,096,552</u>	<u>\$ 11,150,616</u>	<u>\$ 11,346,444</u>
	-0.69%	1.30%	0.84%	6.96%	7.48%	2.25%

Fire & Life Safety
Technical Services & Special Operations - Activity #30322

Mission

To ensure the efficiency and effectiveness of the department's emergency response operations through training and education, equipment and procedural research, testing and evaluation, quality improvement, health and safety, logistics management, and coordination of special operations and special events.

Goals

- Coordinate and/or deliver essential entry-level, advanced, and specialty certification programs, as well as in-service and continuing education programs, quality improvement programs, and health and safety programs.
- Conduct equipment and procedural research, testing and evaluation.
- Develop and manage a comprehensive logistics program to include department facilities, apparatus, equipment, systems and supplies.
- Maintain and develop cooperative efforts with other response partners in the region, as appropriate.
- Coordinate the County's special operations capabilities to include: technical rescue, hazardous materials response, medical response to weapons of mass destruction/effect/casualty, marine incident response and fire/rescue support of special events.
- Provide emergency operations center and incident command support.

Implementation Strategies

- Maintain existing programs and training to better serve the needs of members and ultimately the citizens and visitors of the County. Explore greater uses of technology and distance learning tools to increase training efficiency and effectiveness.
- Develop and manage a process for equipment and procedural research, testing and evaluation.
- Manage a comprehensive logistics program for department facilities, apparatus, equipment, systems and supplies.
- Continue to participate with the development and implementation special operations capabilities in the region to include: technical rescue, medical response to weapons of mass destruction/mass effect/mass casualty, and marine incident response.
- Coordinate the continued development of the department's technical rescue, hazardous materials response, marine incident response and dive rescue teams, as well as special events capabilities.
- Maintain a quality improvement program and a health and safety program.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional increases are to support vehicle maintenance charges due to trends and telecommunications. Capital funding is provided for the routine replacement of a computer.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 417,506	\$ 428,359	\$ 426,068	\$ 459,853	\$ 459,853	\$ 455,237
Operating	47,990	45,639	69,537	106,458	111,458	112,965
Capital	-	-	-	-	-	1,500
Total Expenditures	<u>\$ 465,496</u>	<u>\$ 473,998</u>	<u>\$ 495,605</u>	<u>\$ 566,311</u>	<u>\$ 571,311</u>	<u>\$ 569,702</u>
<u>Funded FTEs</u>						
Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Funded FTEs	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30322 Technical Services & Special Operations						
Personnel Services						
1513 Middle management	\$ 165,519	\$ 165,879	\$ 155,784	\$ 174,341	\$ 174,341	\$ 177,386
1515 Professional & technical salaries	148,741	152,225	153,571	160,286	160,286	160,754
1595 Overtime	698	679	5,244	5,000	5,000	5,000
1596 Holiday worked	-	-	807	-	-	-
2100 FICA	22,754	22,963	22,810	25,981	25,981	26,250
2200 VRS	42,303	44,922	43,603	39,720	39,720	40,137
2300 Health care	35,624	40,800	43,384	50,108	50,108	41,686
2400 Group life insurance	1,867	891	865	4,417	4,417	4,024
Subtotal	<u>417,506</u>	<u>428,359</u>	<u>426,068</u>	<u>459,853</u>	<u>459,853</u>	<u>455,237</u>
Contractual Services						
3110 Payment for medical service	1,213	804	1,431	1,400	1,400	1,400
3320 Maintenance service contracts	78	-	-	65	65	-
3500 Printing & binding	2,421	1,511	1,782	2,200	2,200	2,000
Subtotal	<u>3,712</u>	<u>2,315</u>	<u>3,213</u>	<u>3,665</u>	<u>3,665</u>	<u>3,400</u>
Internal Services						
4210 Vehicle maintenance	7,381	29,548	29,452	33,500	33,500	34,488
4211 Misc vehicle maintenance charges	-	23	-	-	-	-
Subtotal	<u>7,381</u>	<u>29,571</u>	<u>29,452</u>	<u>33,500</u>	<u>33,500</u>	<u>34,488</u>
Other Charges						
5210 Postal/messenger service	209	184	218	200	200	200
5230 Telecommunications	3,513	2,840	2,412	3,050	3,050	3,360
5510 Personnel development	13,072	323	2,852	3,260	3,260	3,260
5810 Dues & memberships	485	295	295	360	360	360
5920 Awards & recognition	-	-	60	-	-	-
Subtotal	<u>17,279</u>	<u>3,642</u>	<u>5,837</u>	<u>6,870</u>	<u>6,870</u>	<u>7,180</u>
Materials & Supplies						
6010 Office supplies	644	708	762	800	800	800
6011 Photo supplies	20	-	14	-	-	-
6020 Food & food service supplies	1,066	565	1,242	550	550	550
6102 Emergency response team	195	216	1,778	1,000	1,000	1,600
6110 Uniforms & wearing apparel	742	645	332	800	800	800
6111 Protective clothing	-	1,170	-	1,200	1,200	1,200
6112 Protective equipment supplies	-	1,297	-	-	-	-
6120 Books & subscriptions	406	52	65	500	500	200
6130 Educational & rec supplies	773	1,265	1,327	1,700	1,700	1,400
6130-001 Command school	-	1,243	-	-	-	-
6130-004 RAE systems course	-	-	14,010	-	-	-
6140 Other operating supplies	139	1,168	905	1,200	1,200	1,200
6170 Computer mat/supplies	981	1,782	274	1,250	1,250	1,250
Subtotal	<u>4,966</u>	<u>10,111</u>	<u>20,709</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	-	-	1,500
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>
Grants & Donations						
9531 Four for Life	10,973	-	-	53,423	53,423	58,897
9595 Fire program training	3,679	-	-	-	-	-
9600-003 FLS donations - project 55	-	-	-	-	5,000	-
9622 VAHMRS Haz Mat	-	-	10,326	-	-	-
Subtotal	<u>14,652</u>	<u>-</u>	<u>10,326</u>	<u>53,423</u>	<u>58,423</u>	<u>58,897</u>
Activity Total	<u>\$ 465,496</u>	<u>\$ 473,998</u>	<u>\$ 495,605</u>	<u>\$ 566,311</u>	<u>\$ 571,311</u>	<u>\$ 569,702</u>
Personnel	\$ 417,506	\$ 428,359	\$ 426,068	\$ 459,853	\$ 459,853	\$ 455,237
Non-personnel	47,990	45,639	69,537	106,458	111,458	114,465
	<u>\$ 465,496</u>	<u>\$ 473,998</u>	<u>\$ 495,605</u>	<u>\$ 566,311</u>	<u>\$ 571,311</u>	<u>\$ 569,702</u>
	-2.33%	1.83%	4.56%	14.27%	15.28%	0.60%

**Fire & Life Safety
Prevention & Community Safety - Activity #30323**

Mission

Minimize pain, suffering, and loss through public education, life safety engineering, code enforcement, as well as fire investigations.

Goals

- Enforce state and local laws, codes and ordinances pertaining to fire and life safety.
- Conducts plan reviews and building code life safety related inspections of commercial, industrial and public buildings; conduct fire code inspections of buildings within the County.
- Provide public fire and life safety education.
- Respond in a timely, efficient and effective manner to requests for fire prevention and life safety services and information.
- Develop and deliver effective, audience appropriate fire/injury prevention, and life safety public-education programs.
- Conduct investigations of arson and fires of unknown or suspicious origin.
- Conduct the Risk Watch Program in the County's 2nd grade classes.
- Provide fire/injury prevention and life safety education programs to a variety of age groups and businesses in the County; provide fire safety educational information for high school seniors as they transition to college and/or the workforce.
- Provide intervention and direction for children identified as juvenile fire setters, and their parents.
- Oversee public compliance with Superfund Amendments and Reauthorization Act Title III.
- Coordinate the County's Child Seat Awareness Restraint and Education program "CARE."

Implementation Strategies

- Conduct plans reviews and building/fire inspections ensuring accuracy and completeness.
- Provide effective fire and life safety education throughout the County for various age groups and target audiences.
- Ensure origin and cause of fires are effectively investigated.
- Continued integration of designated fire and rescue shift personnel into specific inspection and investigation as needed to serve the needs of the citizens and visitors of the County.
- Provide public fire and life safety education in the 2nd grade classes (public and private) of York County schools.
- Provide fire and life safety education to County citizens through the division's SAFE Trailer and other educational platforms/mediums.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is provided for the routine replacement of a computer.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 276,291	\$ 280,193	\$ 283,651	\$ 296,836	\$ 296,836	\$ 303,930
Operating	57,475	43,308	56,982	40,800	40,800	40,850
Capital	-	-	-	2,000	2,000	1,500
Total Expenditures	\$ 333,766	\$ 323,501	\$ 340,633	\$ 339,636	\$ 339,636	\$ 346,280
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Specialized Safety	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	3.00	3.00	3.00	3.00	3.00	3.00

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30323 Prevention & Community Safety						
Personnel Services						
1513 Middle management	\$ 96,889	\$ 97,088	\$ 97,168	\$ 102,026	\$ 102,026	\$ 104,067
1515 Professional & technical salaries	53,974	54,154	54,234	56,946	56,946	58,085
1517 Specialized public safety	61,824	62,184	62,239	65,461	65,461	66,770
1595 Overtime	486	45	989	500	500	500
1999-999-999 Chargeout wages-grants	(188)	-	-	-	-	-
1596 Holiday worked	-	-	105	-	-	-
2100 FICA	15,589	15,496	15,615	17,207	17,207	17,551
2200 VRS	28,586	30,144	30,181	26,640	26,640	27,173
2300 Health care	17,885	20,484	22,521	25,093	25,093	27,060
2400 Group life insurance	1,260	598	599	2,963	2,963	2,724
2999-999-999 Chargeout fringes-grants	(14)	-	-	-	-	-
Subtotal	<u>276,291</u>	<u>280,193</u>	<u>283,651</u>	<u>296,836</u>	<u>296,836</u>	<u>303,930</u>
Contractual Services						
3110 Payment for medical services	912	830	860	800	800	800
3500 Printing & binding	1,211	1,008	1,383	1,000	1,000	1,000
Subtotal	<u>2,123</u>	<u>1,838</u>	<u>2,243</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Internal Services						
4210 Vehicle maintenance	<u>36,437</u>	<u>34,357</u>	<u>38,072</u>	<u>32,900</u>	<u>32,900</u>	<u>32,900</u>
Subtotal	<u>36,437</u>	<u>34,357</u>	<u>38,072</u>	<u>32,900</u>	<u>32,900</u>	<u>32,900</u>
Other Charges						
5210 Postal/messenger service	537	482	435	200	200	200
5230 Telecommunications	1,188	1,120	1,106	1,100	1,100	1,150
5510 Personnel development	212	255	165	300	300	300
5810 Dues & memberships	160	75	75	100	100	100
Subtotal	<u>2,097</u>	<u>1,932</u>	<u>1,781</u>	<u>1,700</u>	<u>1,700</u>	<u>1,750</u>
Materials & Supplies						
6010 Office supplies	285	189	121	400	400	400
6102 Emergency response team	138	-	-	100	100	100
6110 Uniforms & wearing apparel	599	445	472	500	500	500
6111 Protective clothing	-	1,490	-	1,000	1,000	1,000
6120 Books & subscriptions	900	925	950	900	900	900
6130 Educational & rec supplies	1,548	1,281	1,039	1,500	1,500	1,500
Subtotal	<u>3,470</u>	<u>4,330</u>	<u>2,582</u>	<u>4,400</u>	<u>4,400</u>	<u>4,400</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	2,000	2,000	1,500
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>	<u>1,500</u>
Grants & Donations						
9533 2010 Assist to Fire Grant	-	-	9,843	-	-	-
9533-001 Sentara Regional Medical Center	-	-	2,461	-	-	-
9590 VDH Preventing	13,348	-	-	-	-	-
9597 VDH Preventing Fire Related Injury	-	851	-	-	-	-
Subtotal	<u>13,348</u>	<u>851</u>	<u>12,304</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 333,766</u>	<u>\$ 323,501</u>	<u>\$ 340,633</u>	<u>\$ 339,636</u>	<u>\$ 339,636</u>	<u>\$ 346,280</u>
Personnel	\$ 276,291	\$ 280,193	\$ 283,651	\$ 296,836	\$ 296,836	\$ 303,930
Non-personnel	57,475	43,308	56,982	42,800	42,800	42,350
	<u>\$ 333,766</u>	<u>\$ 323,501</u>	<u>\$ 340,633</u>	<u>\$ 339,636</u>	<u>\$ 339,636</u>	<u>\$ 346,280</u>
	2.96%	-3.08%	5.30%	-0.29%	-0.29%	1.96%

Fire & Life Safety
Animal Control - Activity #30352

Mission

Ensure life safety and enhance the quality of life of County citizens and visitors by enforcing the State and local animal control and protection laws and ordinances.

Goals

- Respond to requests to control wild, domestic, and companion animals posing a threat to the health, safety and welfare of County citizens and visitors.
- Promote the humane treatment of animals, and the prevention of cruelty and harassment.
- Check and verify current animal licenses and rabies certificates.
- Issue summons or warrants when applicable for violations of State animal control laws and local animal control ordinances and regulations.
- Collect unlicensed, stray, ill, injured, or dangerous animals and transport them to a humane shelter or veterinarian as appropriate.
- Educate the public on health and welfare, life safety, the obligations of animal ownership, and other issues involving animal control.

Implementation Strategies

- Maintain continuing education of animal control staff to meet the requirements of Virginia State Law and serve the needs of the citizens and visitors of the County.
- Maintain effective working relationships with the Virginia Department of Game and Inland Fisheries, various animal control agencies and the Peninsula Health Department.
- Maintain effective working relationship with the Heritage Humane Society.
- Participate in the Peninsula Regional Animal Shelter arrangement with the City of Newport News, Hampton and most likely Poquoson.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. An increase is programmed for shelter services for York's participation in the new Peninsula Regional Animal Shelter as a result of the Peninsula SPCA ceasing to provide shelter services for localities. The new shelter will service Newport News, Hampton, Poquoson and York County.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 141,180	\$ 142,062	\$ 131,974	\$ 175,045	\$ 175,045	\$ 177,524
Operating	93,759	100,966	108,924	108,196	109,992	288,019
Capital	-	-	-	1,500	1,500	-
Total Expenditures	<u>\$ 234,939</u>	<u>\$ 243,028</u>	<u>\$ 240,898</u>	<u>\$ 284,741</u>	<u>\$ 286,537</u>	<u>\$ 465,543</u>
<u>Funded FTEs</u>						
Specialized Safety	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Funded FTEs	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30352 Animal Control						
Personnel Services						
1517 Specialized public safety	\$ 84,471	\$ 82,299	\$ 82,636	\$ 117,108	\$ 117,108	\$ 117,976
1533 As required-trades/crafts	17,093	22,464	11,824	5,000	5,000	5,000
1595 Overtime	3,542	424	522	1,900	1,900	1,900
1596 Holiday worked	62	97	-	100	100	100
1599 Other pay	6,760	6,760	6,760	6,700	6,700	6,700
2100 FICA	8,346	8,346	7,559	10,007	10,007	10,073
2200 VRS	11,459	11,641	11,668	13,901	13,901	14,004
2300 Health care	8,935	9,800	10,774	18,783	18,783	20,367
2400 Group life insurance	512	231	231	1,546	1,546	1,404
Subtotal	<u>141,180</u>	<u>142,062</u>	<u>131,974</u>	<u>175,045</u>	<u>175,045</u>	<u>177,524</u>
Contractual Services						
3110 Payment for medical services	41	42	-	50	50	50
3500 Printing & binding	51	-	150	50	50	50
3810 Peninsula SPCA	54,030	58,931	59,130	64,971	64,971	-
3811 Heritage Humane Society	9,020	9,300	9,300	9,765	9,765	10,000
3812 Shelter services	-	-	-	-	-	240,000
3920 Misc contractual services	2,798	1,287	1,308	2,500	2,500	2,500
Subtotal	<u>65,940</u>	<u>69,560</u>	<u>69,888</u>	<u>77,336</u>	<u>77,336</u>	<u>252,600</u>
Internal Services						
4210 Vehicle maintenance	24,494	27,593	32,750	28,140	28,140	32,749
Subtotal	<u>24,494</u>	<u>27,593</u>	<u>32,750</u>	<u>28,140</u>	<u>28,140</u>	<u>32,749</u>
Other Charges						
5210 Postal/messenger service	3	1	17	25	25	25
5230 Telecommunications	1,146	1,064	999	1,050	1,050	1,000
5510 Personnel development	495	1,632	3,041	500	500	500
5810 Dues & memberships	45	-	-	45	45	45
Subtotal	<u>1,689</u>	<u>2,697</u>	<u>4,057</u>	<u>1,620</u>	<u>1,620</u>	<u>1,570</u>
Materials & Supplies						
6010 Office supplies	-	-	-	50	50	50
6070 Repair & maintenance supplies	-	-	-	50	50	50
6101 Guns & ammunition	147	128	128	200	200	200
6110 Uniforms & wearing apparel	-	394	384	500	500	500
6140 Other operating supplies	32	594	-	300	300	300
Subtotal	<u>179</u>	<u>1,116</u>	<u>512</u>	<u>1,100</u>	<u>1,100</u>	<u>1,100</u>
Capital Outlay						
8170 Data processing equip	-	-	-	1,500	1,500	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
Grants & donations						
9709 Sterilization program/DMV	1,261	-	1,261	-	1,425	-
9709-001 Tax/spay & neuter fund	196	-	456	-	371	-
Subtotal	<u>1,457</u>	<u>-</u>	<u>1,717</u>	<u>-</u>	<u>1,796</u>	<u>-</u>
Activity Total	<u>\$ 234,939</u>	<u>\$ 243,028</u>	<u>\$ 240,898</u>	<u>\$ 284,741</u>	<u>\$ 286,537</u>	<u>\$ 465,543</u>
Personnel	\$ 141,180	\$ 142,062	\$ 131,974	\$ 175,045	\$ 175,045	\$ 177,524
Non-personnel	93,759	100,966	108,924	109,696	111,492	288,019
	<u>\$ 234,939</u>	<u>\$ 243,028</u>	<u>\$ 240,898</u>	<u>\$ 284,741</u>	<u>\$ 286,537</u>	<u>\$ 465,543</u>
	13.58%	3.44%	-0.88%	18.20%	18.95%	63.50%

Fire & Life Safety
Emergency Management - Activity #30355

Mission

To minimize the effects of a significant emergency or disaster through the coordination of a comprehensive, risk-based program of mitigation, preparedness, response, and recovery.

Goals

- Mitigation - To actively work towards sustained actions to reduce or eliminate long-term risk to people and property from hazards and their effects.
- Preparedness - To plan, train, and exercise County resources for efficient and effective response to and recovery from emergencies and disasters. To establish and maintain a program of public awareness to enhance public self-sufficiency in disasters.
- Response - To coordinate county, regional, state, and federal resources in an emergency operations center to save lives and property through evacuating potential victims; providing food, water, shelter, and medical care to those in need; and restoring critical public services.
- Recovery - To coordinate county, regional, state, and federal resources to rebuild the community so individuals and businesses can function on their own and return to a normal life in a timely manner.

Implementation Strategies

- Preparedness and Response: Continue to promote Community Emergency Response Team (CERT) training to establish self-sufficiency within the neighborhoods to respond to emergency conditions.
- Mitigation, Preparedness, Response and Recovery: Continued compliance with the DHS/FEMA National Incident Management System requirements/standards in all aspects of planning, training and exercising for disasters.
- Preparedness and Response: The Department of Fire and Life Safety's Fire and Rescue Operations coordinates York County's participation in a regional Metropolitan Medical Response System which provides a regional capability to respond to major medical and weapons of mass destruction incidents. The Office of Emergency Management supports this function as requested and required.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. There is no funding for a vacant Administrative Assistant II, for the fourth consecutive year. Capital funding is provided for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 159,858	\$ 163,633	\$ 143,024	\$ 151,153	\$ 151,153	\$ 187,660
Operating	28,407	71,743	33,916	60,513	70,513	61,937
Capital	-	-	-	-	-	3,300
Total Expenditures	<u>\$ 188,265</u>	<u>\$ 235,376</u>	<u>\$ 176,940</u>	<u>\$ 211,666</u>	<u>\$ 221,666</u>	<u>\$ 252,897</u>
<u>Funded FTEs</u>						
Management	0.25	0.25	0.25	0.25	0.25	0.25
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	1.25	0.25	0.25	0.25	0.25	0.25
Total Funded FTEs	<u>2.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30355 Emergency Management						
Personnel Services						
1512 Senior level management	\$ 30,323	\$ 30,368	\$ 30,388	\$ 31,907	\$ 31,907	\$ 32,546
1513 Middle management	-	-	-	66,224	66,224	89,844
1515 Professional & technical salaries	77,067	77,247	57,882	-	-	-
1516 Administrative & clerical salaries	12,345	12,345	12,345	12,962	12,962	13,221
1531 As required-professional/technical	3,424	2,736	5,820	3,500	3,500	3,500
1595 Overtime	-	-	466	-	-	-
1999-999-999-999 Chargeout wages-grants	(2,156)	(378)	-	-	-	-
2100 FICA	8,860	8,767	7,630	8,766	8,766	10,642
2200 VRS	16,092	16,941	14,168	13,187	13,187	16,097
2300 Health care	13,359	15,300	14,044	13,141	13,141	20,196
2400 Group life insurance	709	336	281	1,466	1,466	1,614
2999-999-999-999 Chargeout fringes-grants	(165)	(29)	-	-	-	-
Subtotal	<u>159,858</u>	<u>163,633</u>	<u>143,024</u>	<u>151,153</u>	<u>151,153</u>	<u>187,660</u>
Contractual Services						
3320 Maintenance service contracts	39	-	-	30	30	-
3820 HRPDC-MMRS	12,801	12,801	13,093	13,093	13,093	13,195
3920 Misc contractual services	722	718	-	730	730	730
Subtotal	<u>13,562</u>	<u>13,519</u>	<u>13,093</u>	<u>13,853</u>	<u>13,853</u>	<u>13,925</u>
Internal Services						
4210 Vehicle maintenance	8,454	11,753	18,303	18,000	18,000	19,352
4211 Misc vehicle maintenance charges	-	31	-	-	-	-
Subtotal	<u>8,454</u>	<u>11,784</u>	<u>18,303</u>	<u>18,000</u>	<u>18,000</u>	<u>19,352</u>
Other Charges						
5210 Postal/messenger service	37	35	20	50	50	50
5230 Telecommunications	2,745	2,388	1,987	2,500	2,500	2,500
5510 Personnel development	407	6	-	500	500	500
5810 Dues & memberships	250	260	185	260	260	260
Subtotal	<u>3,439</u>	<u>2,689</u>	<u>2,192</u>	<u>3,310</u>	<u>3,310</u>	<u>3,310</u>
Materials & Supplies						
6010 Office supplies	153	-	-	150	150	150
6120 Books & subscriptions	197	-	-	100	100	100
6170 Computer mat/supplies	99	22	-	100	100	100
Subtotal	<u>449</u>	<u>22</u>	<u>-</u>	<u>350</u>	<u>350</u>	<u>350</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	-	-	3,300
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,300</u>
Grants & Donations						
9532 Dept Emergency Svcs program	-	-	-	25,000	25,000	25,000
9532-001 Dept Emergency Svcs prog suppl	-	-	-	-	10,000	-
9580 Citizen Corps program	2,503	-	328	-	-	-
9593 State Homeland Sec prog-Hazmat	-	14,484	-	-	-	-
9599 CRI-Department of Health	-	29,245	-	-	-	-
Subtotal	<u>2,503</u>	<u>43,729</u>	<u>328</u>	<u>25,000</u>	<u>35,000</u>	<u>25,000</u>
Activity Total	<u>\$ 188,265</u>	<u>\$ 235,376</u>	<u>\$ 176,940</u>	<u>\$ 211,666</u>	<u>\$ 221,666</u>	<u>\$ 252,897</u>
Personnel	\$ 159,858	\$ 163,633	\$ 143,024	\$ 151,153	\$ 151,153	\$ 187,660
Non-personnel	28,407	71,743	33,916	60,513	70,513	65,237
	<u>\$ 188,265</u>	<u>\$ 235,376</u>	<u>\$ 176,940</u>	<u>\$ 211,666</u>	<u>\$ 221,666</u>	<u>\$ 252,897</u>
	-35.62%	25.02%	-24.83%	19.63%	25.28%	19.48%

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Emergency Communications/911 & Radio Maintenance

The York-Poquoson-Williamsburg Emergency Communications Center is dedicated to providing the citizens and visitors of York County and the Cities of Poquoson and Williamsburg with the most proficient response to any emergency call. This is accomplished through the divisions below. Individual division details follow this summary page.

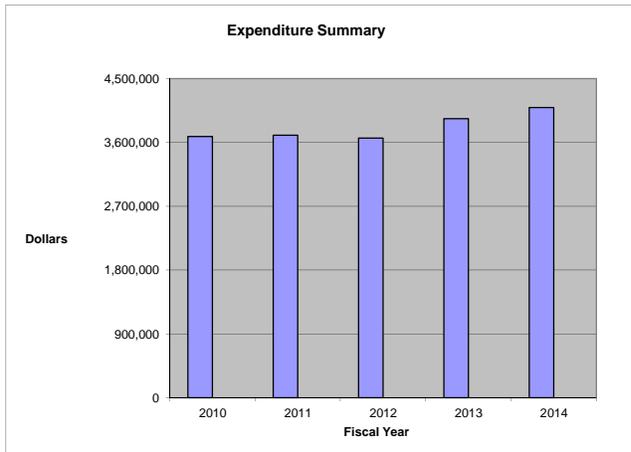
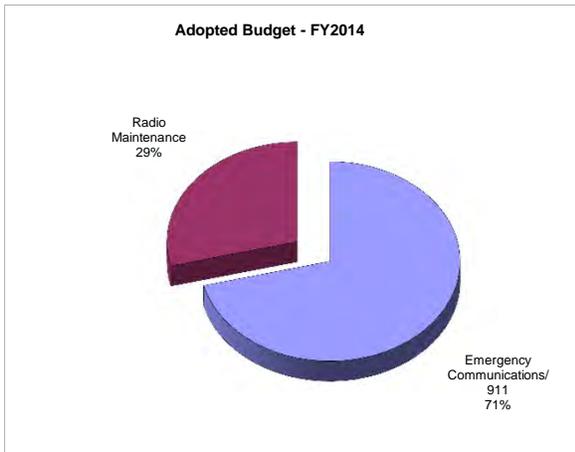
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,375,457	\$ 2,280,241	\$ 2,245,643	\$ 2,604,587	\$ 2,604,587	\$ 2,698,143	65.93%
Charges for Services	-	14,883	-	-	-	-	0.00%
Rental of Equipment & Facility	183,399	231,827	182,869	150,000	150,000	185,000	4.52%
Recovered Costs	-	-	77,300	-	-	45,000	1.10%
Poquoson 911	296,500	296,500	296,500	306,581	306,581	313,020	7.65%
Williamsburg 911	516,363	502,389	508,788	526,087	526,087	537,135	13.12%
State/Federal Aid & Grants	227,292	289,533	264,236	265,000	267,000	229,000	5.59%
School Support	85,720	85,720	85,720	85,720	85,720	85,720	2.09%
Total Funding Sources	\$ 3,684,731	\$ 3,701,093	\$ 3,661,056	\$ 3,937,975	\$ 3,939,975	\$ 4,093,018	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Emergency Communications/911	\$ 2,767,226	\$ 2,653,476	\$ 2,616,232	\$ 2,855,637	\$ 2,857,637	\$ 2,909,689	1.89%
Radio Maintenance	917,505	1,047,617	1,044,824	1,082,338	1,082,338	1,183,329	9.33%
Total Expenditures	\$ 3,684,731	\$ 3,701,093	\$ 3,661,056	\$ 3,937,975	\$ 3,939,975	\$ 4,093,018	3.94%

Expenditure by Category							
Personnel	\$ 2,477,327	\$ 2,410,341	\$ 2,379,676	\$ 2,377,544	\$ 2,377,544	\$ 2,424,869	1.99%
Operating	1,207,404	1,285,995	1,279,843	1,553,931	1,555,931	1,663,349	7.04%
Capital	-	4,757	1,537	6,500	6,500	4,800	-26.15%
Total Expenditures	\$ 3,684,731	\$ 3,701,093	\$ 3,661,056	\$ 3,937,975	\$ 3,939,975	\$ 4,093,018	3.94%

Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	42.00	41.50	39.50	39.50	39.50	39.50
Total Funded FTEs	43.00	42.50	40.50	40.50	40.50	40.50

Key Service Indicators						
Total calls received	218,015	214,637	238,030	225,000	240,000	245,000
911 calls received	47,445	45,936	46,700	53,000	50,000	63,000
Wireless 911 calls received	31,484	31,439	32,787	38,000	38,000	40,000
Install radios & lights in emerg vehicles	*	149	164	180	180	188
Install, remove equip & misc work	*	161	177	195	195	210
Maint & repair to County alarm/video systems	138	89	100	100	110	112
* Data not available.						



Emergency Communications/911 & Radio Maintenance
Emergency Communications/911 - Activity #30356

Mission

Provide the first point of contact for the public to report an emergency; dispatch appropriate resources and personnel; and support operations through a comprehensive communications infrastructure.

Goals

- Answer calls including wireless E-911 calls using Enhanced 911 System and dispatch personnel/equipment to emergency and non-emergency scenes using numerous radio systems and Computer Aided Dispatch (CAD) System.
- Answer and process all calls received from emergency cellular call boxes; all after-hour calls for County services and dispatch appropriate on-call workers; respond to Surry and National Warning Systems Instaphones; provide pre-arrival emergency medical instructions.
- Monitor intrusion/fire alarms for County buildings, receive and dispatch intrusion and fire alarms received from central stations for commercial businesses/private residences.
- Coordinate mutual aid responses with adjacent localities/military installations and maintain liaison with organizations using the Emergency Communications Center.
- Coordinate with the York County Sheriff's Office, Poquoson Police Department and the Williamsburg Police Department the hardcopy and data entry for all wants and warrants.
- Coordinate the acquisition, location, and maintenance of tower sites, emergency radio and cellular communications equipment and resources; ensure compliance with all applicable rules, regulations, ordinances, and professional practices.

Implementation Strategies

- Continue deployment of quality assurance program to ensure the efficiency of the operation and compliance with guidelines and protocols.
- Monitor accuracy of Phase 2 (location technology) in receipt of E-911 wireless calls and continue to track wireless and total E-911 call volume, reoccurring equipment costs, and personnel costs for the Virginia Wireless E-911 Services Board.
- Utilize new training standards established by the Department of Criminal Justice Services and continue to develop additional training opportunities to enhance staff knowledge and understanding of other public safety facets.
- Continue deployment of additional technologies such as voice-over-internet protocol which provides access to 911 through non-traditional, digital means of communications.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Increased funding in maintenance for the phone and computer aided dispatch systems is provided based on contractual arrangements. Capital funding is provided for the routine replacement of computers.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 2,361,044	\$ 2,326,088	\$ 2,379,676	\$ 2,377,544	\$ 2,377,544	\$ 2,424,869
Operating	406,182	322,631	235,019	471,593	473,593	480,020
Capital	-	4,757	1,537	6,500	6,500	4,800
Total Expenditures	<u>\$ 2,767,226</u>	<u>\$ 2,653,476</u>	<u>\$ 2,616,232</u>	<u>\$ 2,855,637</u>	<u>\$ 2,857,637</u>	<u>\$ 2,909,689</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	39.00	39.50	39.50	39.50	39.50	39.50
Total Funded FTEs	<u>40.00</u>	<u>40.50</u>	<u>40.50</u>	<u>40.50</u>	<u>40.50</u>	<u>40.50</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30356 Emergency Communications/911						
Personnel Services						
1513 Middle management	\$ 99,744	\$ 99,744	\$ 99,744	\$ 104,731	\$ 104,731	\$ 106,827
1515 Professional & technical salaries	1,356,984	1,372,734	1,380,186	1,432,249	1,461,801	1,471,834
1521 Reg PT professional/technical	23,095	25,838	52,048	51,839	22,287	22,734
1531 As required-professional/technical	22,513	6,513	18,299	15,000	15,000	30,000
1595 Overtime	260,840	201,612	229,374	100,000	100,000	100,000
1590 Career ladder	-	-	-	-	-	-
1596 Holiday worked	45,565	41,247	40,692	50,000	50,000	50,000
1596-001 Holiday pay stipend	11,175	13,200	12,937	11,200	11,200	11,200
1599 Other pay	913	834	-	500	500	500
1999-001 CPE/CAD overtime reimbursement	-	-	(41,988)	-	-	-
2100 FICA	133,459	128,758	133,974	135,062	135,062	137,172
2100-001 FICA-Holiday pay stipend	826	979	1,000	-	-	-
2200 VRS	199,029	209,794	212,392	182,440	182,440	187,387
2300 Health care	198,174	220,669	240,019	274,235	274,235	288,429
2400 Group life insurance	8,727	4,166	4,211	20,288	20,288	18,786
2999-001 CPE/CAD overtime FICA reimburse	-	-	(3,212)	-	-	-
Subtotal	<u>2,361,044</u>	<u>2,326,088</u>	<u>2,379,676</u>	<u>2,377,544</u>	<u>2,377,544</u>	<u>2,424,869</u>
Contractual Services						
3110 Payment for medical services	360	350	-	-	-	-
3310 Repairs & maintenance	-	78	-	-	-	-
3320 Maintenance service contracts	2,499	3,686	3,247	3,965	8,128	8,195
3326-001 Maintenance-new CAD system	146,198	146,478	73,239	162,811	126,482	126,100
3326-002 Maintenance-old CAD system	4,950	5,192	-	5,000	5,000	5,000
3326-003 Maintenance-logging recorder	-	-	-	-	36,329	38,145
3327 Maintenance-CPE lease	97,699	-	-	128,256	128,256	132,370
3500 Printing & binding	412	166	-	50	50	50
3920 Misc contractual services	<u>3,986</u>	<u>3,379</u>	<u>2,470</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
Subtotal	<u>256,104</u>	<u>159,329</u>	<u>78,956</u>	<u>305,082</u>	<u>309,245</u>	<u>314,860</u>
Internal Services						
4210 Vehicle maintenance	14,872	21,666	22,202	33,706	33,706	25,000
4211 Misc vehicle maintenance charges	139	-	81	-	-	-
4300 Central store	<u>71</u>	<u>71</u>	<u>72</u>	<u>75</u>	<u>75</u>	<u>75</u>
Subtotal	<u>15,082</u>	<u>21,737</u>	<u>22,355</u>	<u>33,781</u>	<u>33,781</u>	<u>25,075</u>
Other Charges						
5210 Postal/messenger service	248	163	295	210	210	250
5230 Telecommunications	6,743	6,478	6,909	6,320	6,320	6,980
5230-001 VCIN-State Police	7,553	7,080	7,080	8,180	8,180	8,660
5230-002 Telecommunications-old CAD	3,028	2,892	2,892	2,900	2,900	4,000
5230-003 Telecommunication-Poq ISDN	961	-	-	-	-	-
5231 Emergency cellular call box	1,058	1,040	767	850	850	850
5233 Computer - data lines	-	-	946	-	-	1,600
5235 E911 surcharge	82,776	82,682	82,956	85,000	85,000	85,000
5236 E911 database charges	685	-	-	-	-	-
5510 Personnel development	9,586	10,386	9,299	11,500	7,337	11,500
5515 Academy costs	6,100	6,705	6,885	8,280	8,280	8,280
5520 Employee recognition program	-	-	-	400	400	400
5810 Dues & memberships	454	676	491	640	640	1,965
5820 Assoc/meeting support charges	-	115	184	-	-	-
Subtotal	<u>119,192</u>	<u>118,217</u>	<u>118,704</u>	<u>124,280</u>	<u>120,117</u>	<u>129,485</u>
Materials & Supplies						
6010 Office supplies	4,230	4,539	5,778	4,600	4,600	5,000
6020 Food & food service supplies	551	-	93	100	100	100
6050 Housekeeping & janitorial supplies	1,089	1,140	1,014	800	800	800
6070 Repair & maintenance supplies	341	-	109	-	-	-
6110 Uniforms & wearing apparel	236	451	287	500	500	500
6120 Books & subscriptions	449	823	423	450	450	600
6170 Computer mat/supplies	513	803	826	800	800	800
6171 Small equipment	-	37	1,425	-	-	1,000
6172 Minor furnishings	2,232	1,219	500	1,200	1,200	1,800
6174 Comm/signaling equipment	<u>99</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>9,740</u>	<u>9,012</u>	<u>10,455</u>	<u>8,450</u>	<u>8,450</u>	<u>10,600</u>
Capital Outlay						
8170 Data processing equipment	-	4,757	1,537	6,500	6,500	4,800
Subtotal	<u>-</u>	<u>4,757</u>	<u>1,537</u>	<u>6,500</u>	<u>6,500</u>	<u>4,800</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	2,549	-	-	-
9000 E911 banquet	-	14,336	-	-	-	-
9545 RSAF 911	6,064	-	-	-	-	-
9556 VA E911 Svcs Educ grant	-	-	2,000	-	2,000	-
Subtotal	<u>6,064</u>	<u>14,336</u>	<u>4,549</u>	<u>-</u>	<u>2,000</u>	<u>-</u>
Activity Total	<u>\$ 2,767,226</u>	<u>\$ 2,653,476</u>	<u>\$ 2,616,232</u>	<u>\$ 2,855,637</u>	<u>\$ 2,857,637</u>	<u>\$ 2,909,689</u>
Personnel	\$ 2,361,044	\$ 2,326,088	\$ 2,379,676	\$ 2,377,544	\$ 2,377,544	\$ 2,424,869
Non-personnel	406,182	327,388	236,556	478,093	480,093	484,820
	<u>\$ 2,767,226</u>	<u>\$ 2,653,476</u>	<u>\$ 2,616,232</u>	<u>\$ 2,855,637</u>	<u>\$ 2,857,637</u>	<u>\$ 2,909,689</u>
	31.67%	-4.11%	-1.40%	9.15%	9.23%	1.89%

**Emergency Communications/911 & Radio Maintenance
Radio Maintenance - Activity #30357**

Mission

To manage resources relative to maintaining critical County communications, alarm, and emergency warning device infrastructure.

Goals

- To perform installation, service, maintenance, and removal of two-way radios, cellular telephones, alarm systems, and visual and audible warning systems.
- Oversees all installation, maintenance, service, and removal of visual and audible warning systems.

Implementation Strategies

- Improve existing services to internal customers.
- Develop a preventative maintenance program for fire alarm systems in County buildings.
- Assign individual codes to users of County alarm systems and develop "as built" documentation for County alarm systems.

Budget Comments - FY2014

An increase is programmed for the radio and video system maintenance contract and the County's portion of the communications system maintenance contract for the regional radio project.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 116,283	\$ 84,253	\$ -	\$ -	\$ -	\$ -
Operating	801,222	963,364	1,044,824	1,082,338	1,082,338	1,183,329
Total Expenditures	<u>\$ 917,505</u>	<u>\$ 1,047,617</u>	<u>\$ 1,044,824</u>	<u>\$ 1,082,338</u>	<u>\$ 1,082,338</u>	<u>\$ 1,183,329</u>
<u>Funded FTEs</u>						
Professional/Technical	3.00	2.00	-	-	-	-
Total Funded FTEs	<u>3.00</u>	<u>2.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
30357 Radio Maintenance						
Personnel Services						
1515 Professional & technical salaries	\$ 81,431	\$ 60,634	\$ -	\$ -	\$ -	\$ -
1595 Overtime	3,997	1,002	-	-	-	-
1596 Holiday worked	-	46	-	-	-	-
2100 FICA	6,245	4,499	-	-	-	-
2200 VRS	10,944	6,707	-	-	-	-
2300 Health care	13,183	11,232	-	-	-	-
2400 Group life insurance	483	133	-	-	-	-
Subtotal	<u>116,283</u>	<u>84,253</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contractual Services						
3310 Repairs and maintenance	-	49	-	-	-	-
3310-001 Rep/maint-alarm & video systems	13,277	9,811	8,254	11,000	11,000	20,000
3310-002 Scada maintenance	29,321	26,227	-	-	-	-
3310-004 Video systems	1,482	435	-	-	-	-
3320 Maint svc contracts	-	43,321	101,999	102,000	102,000	107,100
3320-001 Maint svc-alarm server	7,920	7,920	7,920	7,925	7,925	7,925
3392 Repair/maint insurance recovery	-	2,227	-	-	-	-
Subtotal	<u>52,000</u>	<u>89,990</u>	<u>118,173</u>	<u>120,925</u>	<u>120,925</u>	<u>135,025</u>
Internal Services						
4210 Vehicle maintenance	15,633	11,561	-	-	-	-
Subtotal	<u>15,633</u>	<u>11,561</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Charges						
5230 Telecommunications	1,377	770	-	-	-	-
5510 Personnel development	120	-	-	-	-	-
Subtotal	<u>1,497</u>	<u>770</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies						
6070 Repair/maintenance supplies	3,248	2,070	3,320	3,000	3,000	3,500
6170 Computer mat/supplies	60	78	-	-	-	-
Subtotal	<u>3,308</u>	<u>2,148</u>	<u>3,320</u>	<u>3,000</u>	<u>3,000</u>	<u>3,500</u>
Leases & Rentals						
7112 Tower rental-Roy Lane	28,982	29,851	30,747	31,669	31,669	32,619
7500 Operating leases of building	1,500	1,500	1,485	-	-	1,500
Subtotal	<u>30,482</u>	<u>31,351</u>	<u>32,232</u>	<u>31,669</u>	<u>31,669</u>	<u>34,119</u>
Transfers to Other Funds						
9230 Regional Radio Project Fund	698,302	827,544	891,099	926,744	926,744	1,010,685
Subtotal	<u>698,302</u>	<u>827,544</u>	<u>891,099</u>	<u>926,744</u>	<u>926,744</u>	<u>1,010,685</u>
Activity Total	<u>\$ 917,505</u>	<u>\$ 1,047,617</u>	<u>\$ 1,044,824</u>	<u>\$ 1,082,338</u>	<u>\$ 1,082,338</u>	<u>\$ 1,183,329</u>
Personnel	\$ 116,283	\$ 84,253	\$ -	\$ -	\$ -	\$ -
Non-personnel	801,222	963,364	1,044,824	1,082,338	1,082,338	1,183,329
	<u>\$ 917,505</u>	<u>\$ 1,047,617</u>	<u>\$ 1,044,824</u>	<u>\$ 1,082,338</u>	<u>\$ 1,082,338</u>	<u>\$ 1,183,329</u>
	88.09%	14.18%	-0.27%	3.59%	3.59%	9.33%

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Adult & Juvenile Corrections

Adult & Juvenile Corrections accounts for the costs associated with the operation of the regional jail and the costs relating to the operations of the 9th District Court Service Unit. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 3,083,510	\$ 3,052,189	\$ 3,043,460	\$ 3,261,203	\$ 3,261,203	\$ 3,039,673	99.89%
York-Poquoson Courthouse	2,770	3,059	2,678	3,407	3,407	3,321	0.11%
State/Federal Aid & Grants	8,938	13,160	9,891	-	5,228	-	0.00%
Total Funding Sources	\$ 3,095,218	\$ 3,068,408	\$ 3,056,029	\$ 3,264,610	\$ 3,269,838	\$ 3,042,994	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Adult Corrections	\$ 2,736,255	\$ 2,752,906	\$ 2,684,138	\$ 2,845,724	\$ 2,850,952	\$ 2,643,224	-7.12%
Juvenile Corrections	358,963	315,502	371,891	418,886	418,886	399,770	-4.56%
Total Expenditures	\$ 3,095,218	\$ 3,068,408	\$ 3,056,029	\$ 3,264,610	\$ 3,269,838	\$ 3,042,994	-6.79%

Expenditure by Category							
Operating	\$ 3,095,218	\$ 3,068,408	\$ 3,056,029	\$ 3,264,610	\$ 3,269,838	\$ 3,042,994	-6.79%
Total Expenditures	\$ 3,095,218	\$ 3,068,408	\$ 3,056,029	\$ 3,264,610	\$ 3,269,838	\$ 3,042,994	-6.79%

Key Service Indicators

Virginia Peninsula Regional Jail

York County % of jail population	39.8%	42.5%	39.0%	41.9%	41.8%	40.8%
York County average daily population	165.6	180.0	150.8	*	*	*
Local ordinances	417	219.5	152.0	*	*	*

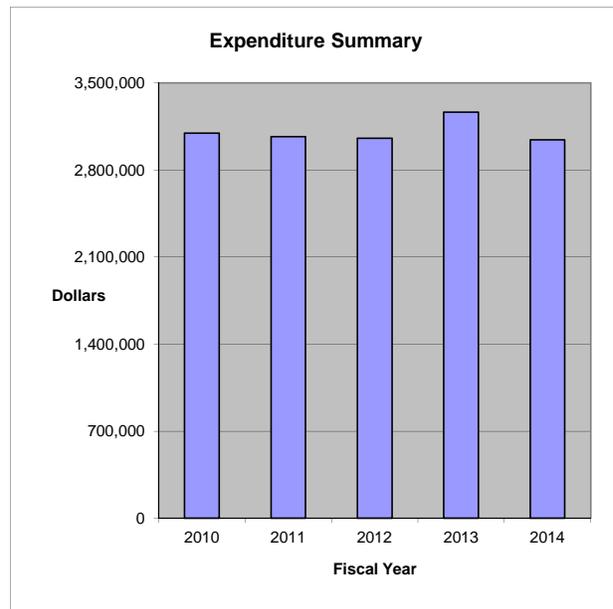
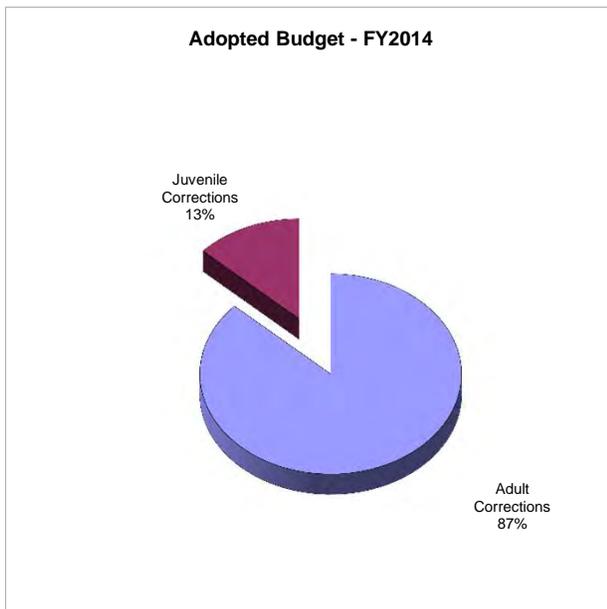
Colonial Community Corrections

Offenders intake interviews	494	427	478	448	480	480
Community service hours	11,289	7,165	6,821	7,165	5,775	6,000

Merrimac Center

Number of days	2,337	2,000	2,200	2,200	2,200	2,200
Per diem rate	\$ 141	\$ 141	\$ 166	\$ 176	\$ 176	\$ 176
Complaints for York	568	1,033	1,033	1,018	1,018	1,000

* Data not available.



Adult & Juvenile Corrections
Adult Corrections - Activity #30315

Mission

Accounts for York County's share of the expenditures for inmates at the Virginia Peninsula Regional Jail and funding for the Colonial Community Corrections program.

Goals

- To review the billing statements provided by the Virginia Peninsula Regional Jail for accuracy.
- To prepare and process bills in a timely manner for monthly payment.

Implementation Strategies

- Maintain the County's participation in the Regional Jail. Each jurisdiction's share is based on an average percentage of the prisoner population on a rolling 5-year basis.

Budget Comments - FY2014

A decrease in funding is provided for the Regional Jail, based on a decline in York's usage per the rolling average.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 2,736,255	\$ 2,752,906	\$ 2,684,138	\$ 2,845,724	\$ 2,850,952	\$ 2,643,224
Total Expenditures	\$ 2,736,255	\$ 2,752,906	\$ 2,684,138	\$ 2,845,724	\$ 2,850,952	\$ 2,643,224

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30315 Adult Corrections						
Contractual Services						
3804 Colonial Comm Corrections	\$ 38,887	\$ 38,887	\$ 38,109	\$ 40,724	\$ 40,724	\$ 40,724
3820 Regional Jail	2,685,166	2,699,919	2,635,530	2,800,000	2,800,000	2,600,000
3820-001 Jail-local ordinances	3,264	940	608	5,000	5,000	2,500
Subtotal	<u>2,727,317</u>	<u>2,739,746</u>	<u>2,674,247</u>	<u>2,845,724</u>	<u>2,845,724</u>	<u>2,643,224</u>
Grants & Donations						
9500 DJP-Crim Asst Grant	8,938	13,160	9,891	-	5,228	-
Subtotal	<u>8,938</u>	<u>13,160</u>	<u>9,891</u>	<u>-</u>	<u>5,228</u>	<u>-</u>
Activity Total	<u>\$ 2,736,255</u>	<u>\$ 2,752,906</u>	<u>\$ 2,684,138</u>	<u>\$ 2,845,724</u>	<u>\$ 2,850,952</u>	<u>\$ 2,643,224</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>2,736,255</u>	<u>2,752,906</u>	<u>2,684,138</u>	<u>2,845,724</u>	<u>2,850,952</u>	<u>2,643,224</u>
	1.40%	0.61%	-2.50%	6.02%	6.21%	-7.12%

**Adult & Juvenile Corrections
Juvenile Corrections - Activity #30333**

Mission

Protect the public through a balanced approach of comprehensive services that prevent and reduce juvenile delinquency through partnerships with families, schools, communities, law enforcement, and other agencies, while providing the opportunity for delinquent youth to develop into responsible and productive citizens.

Goals

- Provide an array of juvenile and family services as directed by the *Virginia Code* §16.1-233 and 235.
- Provide and/or refer juveniles and their families to community program and services.
- Provide appropriate juvenile and domestic relations intake services.
- Provide probation and parole services to families in the jurisdiction.

Implementation Strategies

- Maintain the County's participation for individuals housed at the Merrimac Center.

Budget Comments - FY2014

A decrease in funding is programmed based on usage trends.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 358,963	\$ 315,502	\$ 371,891	\$ 418,886	\$ 418,886	\$ 399,770
Total Expenditures	<u>\$ 358,963</u>	<u>\$ 315,502</u>	<u>\$ 371,891</u>	<u>\$ 418,886</u>	<u>\$ 418,886</u>	<u>\$ 399,770</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
30333 Juvenile Corrections						
Contractual Services						
3830 Juv detention placement/space	\$ 323,313	\$ 293,713	\$ 346,671	\$ 387,200	\$ 387,200	\$ 365,000
3831 Additional detention services	<u>20,280</u>	<u>8,329</u>	<u>10,983</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
Subtotal	<u>343,593</u>	<u>302,042</u>	<u>357,654</u>	<u>402,200</u>	<u>402,200</u>	<u>380,000</u>
Other Charges						
5210 Postal/messenger service	60	75	77	70	70	70
5230 Telecommunications	132	216	150	200	200	150
5510 Personnel development	425	395	325	300	300	1,000
5825 Administrative support charges	<u>45</u>	<u>-</u>	<u>-</u>	<u>100</u>	<u>100</u>	<u>50</u>
Subtotal	<u>662</u>	<u>686</u>	<u>552</u>	<u>670</u>	<u>670</u>	<u>1,270</u>
Materials & Supplies						
6010 Office supplies	739	363	966	600	600	700
6020 Food & food service supplies	327	245	47	100	100	200
6170 Computer mat/supplies	-	148	-	-	-	-
6172 Minor furnishings	<u>1,324</u>	<u>54</u>	<u>578</u>	<u>200</u>	<u>200</u>	<u>2,000</u>
Subtotal	<u>2,390</u>	<u>810</u>	<u>1,591</u>	<u>900</u>	<u>900</u>	<u>2,900</u>
Leases & Rentals						
7100 Operating leases of equipment	3,720	3,305	2,979	3,000	3,000	3,000
7500 Operating leases of building	<u>8,598</u>	<u>8,659</u>	<u>9,115</u>	<u>12,116</u>	<u>12,116</u>	<u>12,600</u>
Subtotal	<u>12,318</u>	<u>11,964</u>	<u>12,094</u>	<u>15,116</u>	<u>15,116</u>	<u>15,600</u>
Activity Total	<u>\$ 358,963</u>	<u>\$ 315,502</u>	<u>\$ 371,891</u>	<u>\$ 418,886</u>	<u>\$ 418,886</u>	<u>\$ 399,770</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>358,963</u>	<u>315,502</u>	<u>371,891</u>	<u>418,886</u>	<u>418,886</u>	<u>399,770</u>
	<u>\$ 358,963</u>	<u>\$ 315,502</u>	<u>\$ 371,891</u>	<u>\$ 418,886</u>	<u>\$ 418,886</u>	<u>\$ 399,770</u>
	45.69%	-12.11%	17.87%	12.64%	12.64%	-4.56%

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Environmental & Development Services

The Department of Environmental and Development Services is responsible for the management, direction, services, compliance with utility programs, mosquito control and a variety of environmental programs, regulations, and ordinances. The Department is also responsible for managing the development process, zoning codes compliance in the County as well as issuing all building construction permits and conducting inspections. This is accomplished through the divisions below. Individual division details follow this summary page.

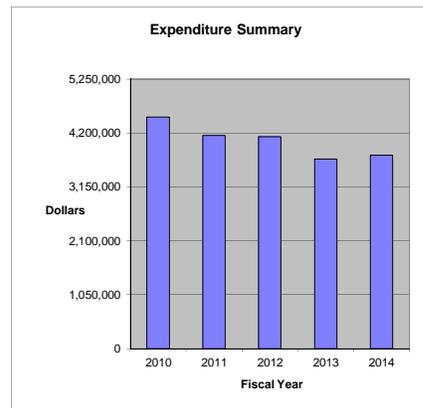
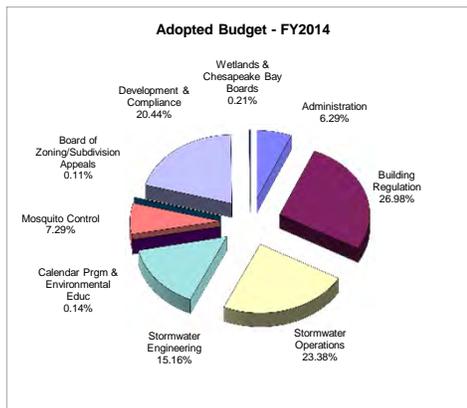
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 3,974,680	\$ 3,736,902	\$ 3,724,731	\$ 3,167,192	\$ 3,167,192	\$ 3,227,286	85.65%
Permits, Fees, Fines	512,422	385,858	382,443	502,600	502,600	516,060	13.69%
Charges for Services	16,270	16,660	3,623	16,300	16,300	5,000	0.13%
Miscellaneous	5,310	9,382	17,486	5,000	5,000	20,000	0.53%
Donations	1,750	2,200	1,750	-	-	-	0.00%
Total Funding Sources	\$ 4,510,432	\$ 4,151,002	\$ 4,130,033	\$ 3,691,092	\$ 3,691,092	\$ 3,768,346	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Administration	\$ 211,699	\$ 201,464	\$ 208,825	\$ 232,076	\$ 232,076	\$ 217,109	-6.45%
Building Regulation	952,243	919,853	936,962	995,651	969,907	965,160	-3.06%
Solid Waste Management	1,000,000	700,000	700,000	-	-	-	0.00%
Stormwater Operations	808,453	806,222	815,362	862,798	862,798	892,930	3.49%
Stormwater Engineering	481,515	483,478	451,892	559,649	585,393	617,525	10.34%
Calendar Prgm & Environmental Educ	33,033	31,675	30,756	5,325	5,325	5,825	9.39%
Mosquito Control	306,255	303,241	265,163	269,167	269,167	285,574	6.10%
Board of Zoning/Subdivision Appeals	2,621	2,801	3,186	4,000	4,000	4,400	10.00%
Development & Compliance	707,184	696,757	712,983	754,576	754,576	772,223	2.34%
Wetlands & Chesapeake Bay Boards	7,429	5,511	4,904	7,850	7,850	7,600	-3.18%
Total Expenditures	\$ 4,510,432	\$ 4,151,002	\$ 4,130,033	\$ 3,691,092	\$ 3,691,092	\$ 3,768,346	2.09%

Expenditure by Category							
Personnel	\$ 3,143,195	\$ 3,097,590	\$ 3,075,865	\$ 3,350,739	\$ 3,350,739	\$ 3,426,248	2.25%
Operating	1,367,137	1,045,035	1,041,577	321,053	318,831	331,698	3.32%
Capital	100	8,377	12,591	19,300	21,522	10,400	-46.11%
Total Expenditures	\$ 4,510,432	\$ 4,151,002	\$ 4,130,033	\$ 3,691,092	\$ 3,691,092	\$ 3,768,346	2.09%

Funded FTEs						
Management	5.00	5.00	5.00	5.00	5.00	5.00
Professional/Technical	22.00	21.00	22.00	21.50	22.25	22.25
Admin/Clerical	7.25	7.25	7.25	7.25	6.25	6.25
Trades & Crafts	17.80	17.80	17.80	17.80	17.80	17.80
Total Funded FTEs	52.05	51.05	52.05	51.55	51.30	51.30

Key Service Indicators						
Building permits issued	3,676	3,751	3,300	3,522	3,522	3,700
Inspections performed	19,672	17,591	18,000	13,152	13,152	15,000
Bldg regulations telephone calls to main line	16,419	17,000	17,500	17,500	17,500	17,500
Ditches cleaned	1,813	1,305	1,166	1,800	1,800	1,800
Miles of ditches cleaned	652	531	374	600	600	500
Plans reviewed	166	155	160	160	160	160
Floodplain letters sent	3,488	3,423	2,400	2,400	2,400	2,400
Chesapeake Bay plans reviewed	297	588	300	300	300	300
Beautification events hosted or attended	6	6	8	10	15	15
Spraying applications	38	61	61	65	65	32
Breeding areas treated	350	350	350	350	350	350
Citizen inquiries	28	49	49	85	85	34
Board of Zoning Appeals applications	4	6	6	8	8	8
Building permits reviewed - Zoning	985	746	668	900	900	1,000
Zoning investigations/inspections	1,524	2,295	2,107	1,650	1,650	1,800
Review business/home occupancy licenses	597	609	577	650	650	700
New development projects	87	75	73	90	90	95
Development project reviews	166	154	161	200	200	210
Dev & Compliance telephone calls	21,581	20,337	21,799	21,000	21,000	21,000
Wetlands site inspections	38	33	49	33	33	36
Wetlands permits issued	15	12	22	12	12	12
Wetlands permit applications received	66	60	5	60	60	12
Chesapeake Bay exceptions	14	10	18	10	10	10
Chesapeake Bay violations	1	1	-	1	1	-



Environmental & Development Services
Environmental & Development Services Administration - Activity #40119

Mission

Responsible for helping to develop and maintain cost-effective and meaningful environmental programs and to preserve land use and infrastructure standards.

Goals

- Provide the necessary leadership and management structures that efficiently and effectively implement the stated mission.
- Ensure that citizen, contractor, and developer customers receive courteous, timely and effective service.
- Provide oversight for the Beautification Committee (promotes landscaping and aesthetic site improvements with citizens and businesses); Board of Building Code Appeals (hearing building code appeals from the decisions of the building code official); and the Stormwater Advisory Committee (provides public education and outreach programs on stormwater issues and assists with drainage problems and priorities).

Implementation Strategies

- Ensure division managers develop and implement the necessary programs to meet mission requirements through employee training, performance evaluations, budget preparation, and performance measurement.
- Assess customer service surveys and operations; continue to evaluate information technologies, methods to measure customer service effectiveness, and improve existing customer service systems to better communicate with and serve our citizens and customers.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed for the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 208,002	\$ 197,767	\$ 205,913	\$ 218,086	\$ 218,086	\$ 210,859
Operating	3,697	3,697	2,912	3,990	3,990	3,950
Capital	-	-	-	10,000	10,000	2,300
Total Expenditures	<u>\$ 211,699</u>	<u>\$ 201,464</u>	<u>\$ 208,825</u>	<u>\$ 232,076</u>	<u>\$ 232,076</u>	<u>\$ 217,109</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
40119 Environmental & Development Services Administration						
Personnel Services						
1512 Senior level management	\$ 118,915	\$ 119,095	\$ 119,175	\$ 125,134	\$ 125,134	\$ 127,637
1516 Administrative & clerical salaries	44,812	31,588	32,960	34,608	34,608	35,300
1595 Overtime	186	-	12	-	-	-
2100 FICA	11,762	10,515	10,391	12,220	12,220	12,465
2200 VRS	22,006	21,079	21,481	18,961	18,961	19,341
2300 Health care	9,351	15,072	21,468	25,054	25,054	14,177
2400 Group life insurance	970	418	426	2,109	2,109	1,939
Subtotal	<u>208,002</u>	<u>197,767</u>	<u>205,913</u>	<u>218,086</u>	<u>218,086</u>	<u>210,859</u>
Contractual Services						
3320 Maintenance service contracts	385	388	81	350	350	350
Subtotal	<u>385</u>	<u>388</u>	<u>81</u>	<u>350</u>	<u>350</u>	<u>350</u>
Internal Services						
4300 Central store	47	186	-	50	55	50
Subtotal	<u>47</u>	<u>186</u>	<u>-</u>	<u>50</u>	<u>55</u>	<u>50</u>
Other Charges						
5230 Telecommunications	1,220	1,075	1,268	1,400	1,400	1,400
5510 Personnel development	40	20	681	350	350	350
5520 Employee recognition program	975	1,481	239	1,000	1,000	1,000
5850 Mileage expenses	200	40	-	-	-	-
Subtotal	<u>2,435</u>	<u>2,616</u>	<u>2,188</u>	<u>2,750</u>	<u>2,750</u>	<u>2,750</u>
Materials & Supplies						
6010 Office supplies	394	196	46	440	147	300
6120 Books & subscriptions	436	311	260	300	300	300
6170 Computer mat/supplies	-	-	337	100	388	200
Subtotal	<u>830</u>	<u>507</u>	<u>643</u>	<u>840</u>	<u>835</u>	<u>800</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	10,000	10,000	2,300
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>2,300</u>
Activity Total	<u>\$ 211,699</u>	<u>\$ 201,464</u>	<u>\$ 208,825</u>	<u>\$ 232,076</u>	<u>\$ 232,076</u>	<u>\$ 217,109</u>
Personnel	\$ 208,002	\$ 197,767	\$ 205,913	\$ 218,086	\$ 218,086	\$ 210,859
Non-personnel	3,697	3,697	2,912	13,990	13,990	6,250
	<u>\$ 211,699</u>	<u>\$ 201,464</u>	<u>\$ 208,825</u>	<u>\$ 232,076</u>	<u>\$ 232,076</u>	<u>\$ 217,109</u>
	-1.30%	-4.83%	3.65%	11.13%	11.13%	-6.45%

**Environmental & Development Services
Building Regulation - Activity #40341**

Mission

Ensure that all buildings in the County meet code requirements for structural integrity and safety for the citizens; and issues and monitors all types of building construction in the County to ensure that Code requirements are met.

Goals

- Improve customer service through improvements in information technology.
- Continue to provide comments and code requirements to builders, developers and citizens of the County that are clearly defined and timely.
- To improve rating of the Building Code Effectiveness Grading Classification.
- To conduct inspections within 48 hours on all buildings within the jurisdiction under construction and buildings hazardous to the public.
- Become proficient in the application and understanding of the new State adopted building codes.
- To conduct periodic training sessions with inspection personnel.

Implementation Strategies

- Expand the Hansen Management System to provide access through the Internet.
- Improve the existing Hansen Management System inspection and scheduling program to better serve the building community.
- Continue to meet with the members of the Peninsula Home Builders Association.
- Improve and implement new guidelines on processing and reviewing building permits.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. In addition, personnel funding reflects a decrease due to the transfer of a position to Stormwater Engineering (40447).

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 867,843	\$ 839,994	\$ 853,741	\$ 909,554	\$ 883,810	\$ 882,450
Operating	84,400	79,859	76,370	83,097	83,097	82,710
Capital	-	-	6,851	3,000	3,000	-
Total Expenditures	<u>\$ 952,243</u>	<u>\$ 919,853</u>	<u>\$ 936,962</u>	<u>\$ 995,651</u>	<u>\$ 969,907</u>	<u>\$ 965,160</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	9.00	9.00	9.00	9.00	9.00	9.00
Admin/Clerical	4.00	4.00	4.00	4.00	3.00	3.00
Total Funded FTEs	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>13.00</u>	<u>13.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
40341 Building Regulation						
Personnel Services						
1500 Board & commissions	\$ 60	\$ 80	\$ 40	\$ 280	\$ 280	\$ 280
1513 Middle management	86,198	86,198	86,198	90,508	90,508	92,318
1515 Professional & technical salaries	445,464	417,937	412,650	444,333	444,333	442,828
1516 Administrative & clerical salaries	123,813	121,684	126,979	133,884	112,932	110,173
1531 As required-professional/technical	-	1,208	397	-	-	-
1595 Overtime	11	22	262	-	-	-
2100 FICA	47,708	45,331	45,435	51,179	49,576	49,388
2200 VRS	88,399	88,464	88,548	79,378	76,891	76,599
2300 Health care	72,264	77,316	91,476	101,165	100,739	103,185
2400 Group life insurance	3,926	1,754	1,756	8,827	8,551	7,679
Subtotal	<u>867,843</u>	<u>839,994</u>	<u>853,741</u>	<u>909,554</u>	<u>883,810</u>	<u>882,450</u>
Contractual Services						
3110 Payment for medical services	-	107	-	-	-	-
3132 Data processing fees	-	525	-	-	-	-
3320 Maintenance service contracts	8,840	8,466	13,496	13,630	13,630	13,000
3500 Printing & binding	628	1,325	284	1,400	1,400	1,000
3920 Misc contractual services	-	413	414	500	500	500
Subtotal	<u>9,468</u>	<u>10,836</u>	<u>14,194</u>	<u>15,530</u>	<u>15,530</u>	<u>14,500</u>
Internal Services						
4210 Vehicle maintenance	50,586	45,572	41,048	42,082	42,082	42,000
4300 Central store	59	117	73	150	150	125
Subtotal	<u>50,645</u>	<u>45,689</u>	<u>41,121</u>	<u>42,232</u>	<u>42,232</u>	<u>42,125</u>
Other Charges						
5210 Postal/messenger service	1,297	1,162	828	1,100	1,100	1,100
5230 Telecommunications	5,058	4,668	4,901	5,200	5,200	5,200
5510 Personnel development	1,212	1,169	770	1,200	1,200	1,200
5810 Dues & memberships	642	1,035	667	660	660	660
5865 2.00% surcharge	9,218	6,833	6,628	7,000	7,000	9,000
Subtotal	<u>17,427</u>	<u>14,867</u>	<u>13,794</u>	<u>15,160</u>	<u>15,160</u>	<u>17,160</u>
Materials & Supplies						
6010 Office supplies	4,000	3,596	3,930	3,800	3,800	3,800
6110 Uniforms & wearing apparel	933	735	415	750	750	750
6120 Books & subscriptions	681	3,091	2,792	5,100	5,100	3,500
6140 Other operating supplies	1,246	499	-	150	150	500
6170 Computer mat/supplies	-	228	-	225	225	225
6171 Small equipment	-	203	124	150	150	150
6172 Minor furnishings	-	115	-	-	-	-
Subtotal	<u>6,860</u>	<u>8,467</u>	<u>7,261</u>	<u>10,175</u>	<u>10,175</u>	<u>8,925</u>
Capital Outlay						
8170 Data processing equipment	-	-	6,851	3,000	3,000	-
Subtotal	<u>-</u>	<u>-</u>	<u>6,851</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>
Activity Total	<u>\$ 952,243</u>	<u>\$ 919,853</u>	<u>\$ 936,962</u>	<u>\$ 995,651</u>	<u>\$ 969,907</u>	<u>\$ 965,160</u>
Personnel	\$ 867,843	\$ 839,994	\$ 853,741	\$ 909,554	\$ 883,810	\$ 882,450
Non-personnel	84,400	79,859	83,221	86,097	86,097	82,710
	<u>\$ 952,243</u>	<u>\$ 919,853</u>	<u>\$ 936,962</u>	<u>\$ 995,651</u>	<u>\$ 969,907</u>	<u>\$ 965,160</u>
	-1.95%	-3.40%	1.86%	6.26%	3.52%	-3.06%

Environmental & Development Services
Solid Waste Management - Activity #40421

Budget Comments - FY2014

The General Fund support of the Solid Waste Management Fund (Fund 21) for the administration and operation of the transfer station, recycling (which includes overseeing VPPSA's roadside and drop-off recycling), and composting operations has been eliminated. The programs are budgeted in the Solid Waste Fund (an enterprise fund) and supported by user fees.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 1,000,000	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,000,000	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
40421 Solid Waste Management						
Transfers to Other Funds						
9221 Solid Waste Fund	\$ 1,000,000	\$ 700,000	\$ 700,000	\$ -	\$ -	\$ -
Subtotal	<u>1,000,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 1,000,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,000,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>\$ 1,000,000</u>	<u>\$ 700,000</u>	<u>\$ 700,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	-14.89%	-30.00%	0.00%	-100.00%	-100.00%	0.00%

**Environmental & Development Services
Stormwater Operations - Activity #40446**

Mission

Provide exceptional customer service while maintaining and constructing drainage facilities that help protect personal property during significant storm events. It is also necessary to check and maintain outfalls to prevent pollutants from discharging into waterways that flow to the Chesapeake Bay.

Goals

- Construct, repair, and maintain drainage systems that are owned by York County.
- Implementation of the recommendations of the Stormwater Advisory Committee approved by the Board.
- Maintain the drainageways to remove blockages.
- Implementation of a realistic construction schedule for the maintenance crew and contract out the larger, time consuming projects.
- Inspect outfalls for illicit discharges as required by the Virginia Department of Conservation and Recreation (DCR) Virginia Stormwater Management Program (VSMP) permit.

Implementation Strategies

- Continue coordinating the "in-house" maintenance program with VDOT and the projects outlined in the Capital Improvements Program.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 701,797	\$ 711,475	\$ 716,025	\$ 759,112	\$ 759,112	\$ 790,880
Operating	106,656	94,747	97,934	102,186	102,186	102,050
Capital	-	-	1,403	1,500	1,500	-
Total Expenditures	<u>\$ 808,453</u>	<u>\$ 806,222</u>	<u>\$ 815,362</u>	<u>\$ 862,798</u>	<u>\$ 862,798</u>	<u>\$ 892,930</u>
<u>Funded FTEs</u>						
Trades & Crafts	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>
Total Funded FTEs	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>	<u>16.80</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
40446 Stormwater Operations						
Personnel Services						
1518 Trades & crafts	\$ 516,858	\$ 514,537	\$ 513,686	\$ 548,326	\$ 548,326	\$ 558,247
1595 Overtime	1,538	-	2,594	-	-	-
1596 Holiday worked	91	-	114	-	-	-
2100 FICA	38,154	37,699	37,994	41,947	41,947	42,706
2200 VRS	69,497	72,595	72,698	65,086	65,086	66,264
2300 Health care	72,580	85,204	87,497	96,515	96,515	117,020
2400 Group life insurance	3,079	1,440	1,442	7,238	7,238	6,643
Subtotal	<u>701,797</u>	<u>711,475</u>	<u>716,025</u>	<u>759,112</u>	<u>759,112</u>	<u>790,880</u>
Contractual Services						
3110 Payment for medical services	-	182	145	-	450	200
3132 Data processing fees	-	525	-	-	-	-
3320 Maintenance service contracts	396	360	360	400	400	400
3930 Uniforms support services	6,666	4,208	5,023	4,500	5,000	5,000
Subtotal	<u>7,062</u>	<u>5,275</u>	<u>5,528</u>	<u>4,900</u>	<u>5,850</u>	<u>5,600</u>
Internal Services						
4210 Vehicle maintenance	76,137	66,420	71,422	78,286	78,286	78,000
Subtotal	<u>76,137</u>	<u>66,420</u>	<u>71,422</u>	<u>78,286</u>	<u>78,286</u>	<u>78,000</u>
Other Charges						
5230 Telecommunications	2,084	2,927	2,933	3,600	2,550	2,550
5510 Personnel development	271	142	-	150	150	150
5520 Employee recognition program	-	-	-	-	100	-
5828 Permits & licenses	-	20	-	-	-	-
Subtotal	<u>2,355</u>	<u>3,089</u>	<u>2,933</u>	<u>3,750</u>	<u>2,800</u>	<u>2,700</u>
Materials & Supplies						
6010 Office supplies	283	299	329	300	300	300
6020 Food & food service supplies	-	196	334	-	-	-
6070 Repair & maintenance supplies	6,450	4,287	4,927	4,300	4,300	4,300
6071 Stormwater materials & supply	2,354	1,182	968	1,000	1,000	1,000
6090 Vehicle & powered equip supplies	2,695	4,604	1,959	2,500	2,500	2,500
6110 Uniforms & wearing apparel	234	1,135	920	950	950	950
6111 Protective clothing	5,235	4,888	3,950	4,000	4,000	4,500
6112 Protective supplies	1,353	2,294	1,709	1,100	1,100	1,100
6170 Computer supplies	-	-	15	-	-	-
6171 Small equipment	2,498	1,078	1,680	1,100	1,100	1,100
Subtotal	<u>21,102</u>	<u>19,963</u>	<u>16,791</u>	<u>15,250</u>	<u>15,250</u>	<u>15,750</u>
Capital Outlay						
8170 Data processing equipment	-	-	1,403	1,500	1,500	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,403</u>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	1,260	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,260</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 808,453</u>	<u>\$ 806,222</u>	<u>\$ 815,362</u>	<u>\$ 862,798</u>	<u>\$ 862,798</u>	<u>\$ 892,930</u>
Personnel	\$ 701,797	\$ 711,475	\$ 716,025	\$ 759,112	\$ 759,112	\$ 790,880
Non-personnel	106,656	94,747	99,337	103,686	103,686	102,050
	<u>\$ 808,453</u>	<u>\$ 806,222</u>	<u>\$ 815,362</u>	<u>\$ 862,798</u>	<u>\$ 862,798</u>	<u>\$ 892,930</u>
	233.97%	-0.28%	1.13%	5.82%	5.82%	3.49%

**Environmental & Development Services
Stormwater Engineering - Activity #40447**

Mission

Provide exceptional customer service while protecting the environment by facilitating the best practical design possible with respect to the applicable regulations and ordinances.

Goals

- Review development plans for compliance with the Stormwater, Chesapeake Bay, Erosion Control, Watershed Management, and Floodplain Ordinances.
- Implementation of the recommendations of the Stormwater Advisory Committee approved by the Board.
- Implementation of the requirements of the Environmental Protection Agency Phase II Stormwater Regulations.
- Implementation and continuing development of the Capital Improvements Program (CIP) for Stormwater Management Plan.
- Implementation of the Chesapeake Bay Preservation Act (CBPA) in accordance with the latest revisions by Chesapeake Bay Local Assistance Board (CBLAB).
- Implementation of the Floodplain Ordinance and the FEMA CRS program.

Implementation Strategies

- To continue implementing the program for Stormwater Engineering to comply with the Virginia Stormwater Management Program permit (VSMP) required by DCR.
- Develop and update an inventory of the County's Stormwater facilities and easements.
- To coordinate the "in-house" maintenance program with the projects outlined in the CIP.
- Begin a Stormwater BMP inspection program as required by the VSMP.
- To continue the Chesapeake Bay Preservation Act requirements.
- To continue the CRS reporting requirements.
- Monitor and update the stormwater program for the proposed Watershed Implementation Plans (WIP) prepared by Virginia to meet EPA's requirements of the Chesapeake Bay Total Maximum Daily Load (TMDL) of pollutants as it relates to stormwater.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. In addition, a position was transferred from Building Regulations (40341). Funding has been reduced for vehicle maintenance and the Stormwater Advisory Committee which has been disbanded. Capital funding is programmed for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 440,767	\$ 441,316	\$ 428,659	\$ 531,027	\$ 556,771	\$ 590,742
Operating	40,748	42,162	21,622	27,122	27,122	23,783
Capital	-	-	1,611	1,500	1,500	3,000
Total Expenditures	<u>\$ 481,515</u>	<u>\$ 483,478</u>	<u>\$ 451,892</u>	<u>\$ 559,649</u>	<u>\$ 585,393</u>	<u>\$ 617,525</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	5.00	5.00	5.75	5.75
Admin/Clerical	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
Total Funded FTEs	<u>5.75</u>	<u>5.75</u>	<u>6.75</u>	<u>6.75</u>	<u>7.50</u>	<u>7.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
40447 Stormwater Engineering						
Personnel Services						
1513 Middle management	\$ 88,781	\$ 88,961	\$ 89,041	\$ 93,493	\$ 93,493	\$ 95,363
1515 Professional & technical salaries	219,405	215,296	171,906	277,472	277,472	283,314
1516 Administrative & clerical salaries	27,091	27,151	27,151	28,509	28,509	29,078
1521 Reg PT professional/technical	-	-	-	-	21,073	26,869
1531 As required-prof/tech	-	-	37,114	-	-	-
1595 Overtime	-	37	132	-	-	-
2100 FICA	24,580	24,452	23,391	30,560	32,172	33,249
2200 VRS	45,073	46,571	41,110	47,418	47,418	48,401
2300 Health care	33,851	37,925	37,999	48,302	51,361	69,616
2400 Group life insurance	1,986	923	815	5,273	5,273	4,852
Subtotal	<u>440,767</u>	<u>441,316</u>	<u>428,659</u>	<u>531,027</u>	<u>556,771</u>	<u>590,742</u>
Contractual Services						
3320 Maintenance service contracts	822	427	428	400	400	400
3820 HRPDC (FIN-HRCCS)	4,029	-	4,097	4,097	4,097	4,148
3820-001 HRPDC (Strmwtr)	21,863	-	-	-	-	-
3820-003 HRPDC (Legal Support)	-	-	4,000	4,000	4,000	4,000
Subtotal	<u>26,714</u>	<u>427</u>	<u>8,525</u>	<u>8,497</u>	<u>8,497</u>	<u>8,548</u>
Internal Services						
4210 Vehicle maintenance	5,216	5,206	4,620	10,000	10,000	7,500
Subtotal	<u>5,216</u>	<u>5,206</u>	<u>4,620</u>	<u>10,000</u>	<u>10,000</u>	<u>7,500</u>
Other Charges						
5210 Postal/messenger service	493	1,878	1,807	1,200	1,400	1,500
5230 Telecommunications	1,908	1,532	1,812	1,680	1,480	1,400
5510 Personnel development	805	812	1,133	400	400	800
5810 Dues & memberships	135	100	185	135	135	150
5828 Application/permit fee	-	3,000	3,000	3,000	3,000	3,000
5829 Special service fees	2,149	-	-	-	-	-
5850 Mileage expenses	367	43	-	100	100	25
Subtotal	<u>5,857</u>	<u>7,365</u>	<u>7,937</u>	<u>6,515</u>	<u>6,515</u>	<u>6,875</u>
Materials & Supplies						
6010 Office supplies	490	484	41	500	500	450
6110 Uniforms & wearing apparel	129	-	-	-	-	300
6111 Protective clothing	-	-	-	110	215	110
6170 Computer mat/supplies	506	25	-	-	-	-
6171 Small equipment	-	170	199	-	-	-
6172 Minor furnishings	-	111	-	-	150	-
Subtotal	<u>1,125</u>	<u>790</u>	<u>240</u>	<u>610</u>	<u>865</u>	<u>860</u>
Capital Outlay						
8170 Data processing equipment	-	-	1,611	1,500	1,500	3,000
Subtotal	<u>-</u>	<u>-</u>	<u>1,611</u>	<u>1,500</u>	<u>1,500</u>	<u>3,000</u>
Contributions/Committees						
9500 Strmwtr Advisory Comm	1,836	2,482	300	1,500	1,245	-
9720 HRPDC Clean Com	-	4,029	-	-	-	-
9720-001 HRPDC (Stormwater)	-	21,863	-	-	-	-
Subtotal	<u>1,836</u>	<u>28,374</u>	<u>300</u>	<u>1,500</u>	<u>1,245</u>	<u>-</u>
Activity Total	<u>\$ 481,515</u>	<u>\$ 483,478</u>	<u>\$ 451,892</u>	<u>\$ 559,649</u>	<u>\$ 585,393</u>	<u>\$ 617,525</u>
Personnel	\$ 440,767	\$ 441,316	\$ 428,659	\$ 531,027	\$ 556,771	\$ 590,742
Non-personnel	40,748	42,162	23,233	28,622	28,622	26,783
	<u>\$ 481,515</u>	<u>\$ 483,478</u>	<u>\$ 451,892</u>	<u>\$ 559,649</u>	<u>\$ 585,393</u>	<u>\$ 617,525</u>
	7.27%	0.41%	-6.53%	23.85%	29.54%	10.34%

**Environmental & Development Services
Calendar Program & Environmental Education - Activity #40448**

Mission

To promote a cleaner, more attractive York County and increase awareness of environmental issues among York County citizens.

Goals

- Conduct educational programs and publicity campaigns on environmental issues, particularly those regarding pertinent environmental issues and services provided by the Department of Environmental & Development Services (EDS).

Implementation Strategies

- Continue development of an on-line calendar containing information regarding the various services provided by the Department of EDS, as well as general environmental educational information including the issues of recycling, composting, storm water runoff, and environmentally friendly landscaping practice.
- Continue process and training to maintain "good standing" status as a Keep America Beautiful Affiliate.
- Form partnerships with other governmental agencies, businesses and civic organizations to promote Keep America Beautiful programs and initiatives.
- Continue to investigate and develop initiatives to increase business and residential recycling and to maximize current and potential new markets.

Budget Comments - FY2014

Funding has been restored for the quarterly publications in "Citizens News".

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
<u>Expenditures</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Operating	\$ 33,033	\$ 31,675	\$ 30,756	\$ 5,325	\$ 5,325	\$ 5,825
Total Expenditures	\$ 33,033	\$ 31,675	\$ 30,756	\$ 5,325	\$ 5,325	\$ 5,825

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
Calendar Program & Environmental Education						
40448						
Contractual Services						
3500 Printing & binding	\$ 18,729	\$ 18,438	\$ 18,639	\$ -	\$ -	\$ 800
3920 Misc contractual services	168	-	-	-	-	-
Subtotal	<u>18,897</u>	<u>18,438</u>	<u>18,639</u>	<u>-</u>	<u>-</u>	<u>800</u>
Other Charges						
5210 Postal/messenger service	5,563	5,478	5,481	-	-	-
5510 Personnel development	-	1,100	771	1,100	1,100	800
5810 Dues & memberships	1,750	196	548	200	200	200
5820 Assoc/meetings support	82	-	-	-	-	-
5920 Awards & recognition	1,930	1,545	1,613	1,900	1,900	1,900
Subtotal	<u>9,325</u>	<u>8,319</u>	<u>8,413</u>	<u>3,200</u>	<u>3,200</u>	<u>2,900</u>
Materials & Supplies						
6010 Office supplies	247	10	52	100	100	100
6020 Food & food service supplies	3,164	2,279	1,957	1,500	1,500	1,500
6130 Educational & rec supplies	-	931	174	525	525	525
Subtotal	<u>3,411</u>	<u>3,220</u>	<u>2,183</u>	<u>2,125</u>	<u>2,125</u>	<u>2,125</u>
Grants & Donations						
9001 Earth Day program	1,400	1,533	1,521	-	-	-
9600 Donations	-	165	-	-	-	-
Subtotal	<u>1,400</u>	<u>1,698</u>	<u>1,521</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 33,033</u>	<u>\$ 31,675</u>	<u>\$ 30,756</u>	<u>\$ 5,325</u>	<u>\$ 5,325</u>	<u>\$ 5,825</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>33,033</u>	<u>31,675</u>	<u>30,756</u>	<u>5,325</u>	<u>5,325</u>	<u>5,825</u>
	<u>\$ 33,033</u>	<u>\$ 31,675</u>	<u>\$ 30,756</u>	<u>\$ 5,325</u>	<u>\$ 5,325</u>	<u>\$ 5,825</u>
	7.19%	-4.11%	-2.90%	-82.69%	-82.69%	9.39%

**Environmental & Development Services
Mosquito Control - Activity #40512**

Mission

Responsible to effectively reduce the mosquito annoyance level and threat of associated vector-borne diseases of public health importance in a responsive environmentally conscious manner. Another significant responsibility includes conducting pest control in county buildings and park facilities.

Goals

- Explore newer and better ways to enhance customer service.
- Keep the citizens well informed by various means about the importance of mosquito prevention.
- Maintain an efficient, responsive, and environmentally conscious program that meets mission expectation.
- Fulfill contractual mosquito management obligations for the military.

Implementation Strategies

- Continue backyard inspections, use mosquito fish along with biological and chemical applications as a means to reduce the mosquito annoyance and potential public health threat.
- Conduct an outreach program via the media and in elementary schools so as to promote increased mosquito awareness and involvement in prevention.
- Enhance planning, coordinate scheduling, and implement abatement activities so as to achieve 95% or better of established commitments.
- Provide mosquito control services for the Coast Guard as contracted.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional operating funding is provided for pesticides. Capital funding is for the routine replacement of a computer.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 244,240	\$ 237,344	\$ 189,424	\$ 209,149	\$ 209,149	\$ 210,999
Operating	61,915	57,520	75,739	60,018	57,796	72,775
Capital	100	8,377	-	-	2,222	1,800
Total Expenditures	<u>\$ 306,255</u>	<u>\$ 303,241</u>	<u>\$ 265,163</u>	<u>\$ 269,167</u>	<u>\$ 269,167</u>	<u>\$ 285,574</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	1.00	1.00	1.00	0.50	0.50	0.50
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Trades & Crafts	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
40512 Mosquito Control						
Personnel Services						
1513 Middle management	\$ 68,890	\$ 68,890	\$ 68,890	\$ 72,335	\$ 72,335	\$ 73,782
1515 Professional & technical salaries	63,060	54,571	-	-	-	-
1516 Administrative & clerical salaries	17,077	17,240	17,244	18,107	18,107	18,469
1518 Trades & crafts	34,234	34,246	34,246	35,958	35,958	36,677
1521 Reg PT professional/technical	-	-	-	22,412	22,412	22,860
1531 As required-prof/tech	-	1,524	16,797	-	-	-
1533 As required-trades/crafts	3,558	2,275	2,026	3,500	3,500	3,500
1595 Overtime	58	142	6	-	-	-
1596 Holiday worked	12	-	-	-	-	-
2100 FICA	13,707	13,027	10,186	11,652	11,652	11,879
2200 VRS	24,680	24,459	17,100	15,004	15,004	15,304
2300 Health care	17,876	20,485	22,590	28,513	28,513	26,994
2400 Group life insurance	1,088	485	339	1,668	1,668	1,534
Subtotal	<u>244,240</u>	<u>237,344</u>	<u>189,424</u>	<u>209,149</u>	<u>209,149</u>	<u>210,999</u>
Contractual Services						
3132 Data processing equipment	-	525	-	-	-	-
3320 Maintenance service contracts	736	788	837	840	948	840
3500 Printing & binding	1,087	490	490	500	1,300	500
3600 Advertising	-	-	-	-	500	-
3930 Uniforms support services	1,306	605	362	700	700	500
Subtotal	<u>3,129</u>	<u>2,408</u>	<u>1,689</u>	<u>2,040</u>	<u>3,448</u>	<u>1,840</u>
Internal Services						
4210 Vehicle maintenance	9,509	10,933	9,437	10,188	10,188	11,335
4300 Central store	-	22	-	25	25	25
Subtotal	<u>9,509</u>	<u>10,955</u>	<u>9,437</u>	<u>10,213</u>	<u>10,213</u>	<u>11,360</u>
Other Charges						
5210 Postal/messenger service	51	23	15	50	50	25
5230 Telecommunications	2,194	1,185	1,296	1,440	1,440	1,000
5510 Personnel development	687	360	678	400	615	400
5520 Employee recognition program	-	-	-	-	30	-
5810 Dues & memberships	40	85	-	100	100	75
5920 Awards & recognition	-	-	250	-	-	250
Subtotal	<u>2,972</u>	<u>1,653</u>	<u>2,239</u>	<u>1,990</u>	<u>2,235</u>	<u>1,750</u>
Materials & Supplies						
6010 Office supplies	604	885	718	775	775	800
6020 Food & food service supplies	-	234	-	-	-	-
6031 Pesticides	43,352	38,919	59,756	43,275	39,538	55,000
6032 Mosquito supplies	967	291	1,016	300	300	700
6090 Vehicle powered equip supplies	604	709	148	700	558	600
6111 Protective clothing	292	33	115	200	200	200
6112 Protective supplies	-	326	-	100	100	100
6120 Books & subscriptions	63	26	-	50	50	50
6140 Other operating supplies	331	911	403	200	204	200
6170 Computer mat/supplies	-	45	66	50	50	50
6171 Small equipment	92	125	106	125	125	125
Subtotal	<u>46,305</u>	<u>42,504</u>	<u>62,328</u>	<u>45,775</u>	<u>41,900</u>	<u>57,825</u>
Capital Outlay						
8110 Machinery/equipment	-	8,377	-	-	2,222	-
8170 Data processing equipment	100	-	-	-	-	1,800
Subtotal	<u>100</u>	<u>8,377</u>	<u>-</u>	<u>-</u>	<u>2,222</u>	<u>1,800</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	46	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>46</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 306,255</u>	<u>\$ 303,241</u>	<u>\$ 265,163</u>	<u>\$ 269,167</u>	<u>\$ 269,167</u>	<u>\$ 285,574</u>
Personnel	\$ 244,240	\$ 237,344	\$ 189,424	\$ 209,149	\$ 209,149	\$ 210,999
Non-personnel	62,015	65,897	75,739	60,018	60,018	74,575
	<u>\$ 306,255</u>	<u>\$ 303,241</u>	<u>\$ 265,163</u>	<u>\$ 269,167</u>	<u>\$ 269,167</u>	<u>\$ 285,574</u>
	65.20%	-0.98%	-12.56%	1.51%	1.51%	6.10%

Environmental & Development Services
Board of Zoning/Subdivision Appeals - Activity #40813

Mission

Responsible for reviewing and hearing appeals from the decisions of County administrative officials concerning the Zoning and Subdivision Ordinances and considering requests for variance relief from the requirements of these Ordinances. Created in accordance with State law, the Board is composed of seven York County citizens (five regular members and two alternates) appointed by the Circuit Court on an at-large basis. Staff support is provided by the Division of Development and Compliance.

Goals

- Meet on a monthly or as-needed basis to decide requests for appeals and variances received from the development community and County citizens.
- Hear and decide appeals and variances in accordance with the standards and guidelines set forth in the *Code of Virginia* and York County Zoning and Subdivision Ordinances.
- Conduct public hearings and other official business in accordance with the by-laws adopted by the Board.
- Make knowledgeable and informed decisions on each application presented to the Board by reviewing the appropriate background information and conducting site inspections as needed.
- Become proficient in the application and understanding of all laws, codes, design standards, and other information as necessary in order to successfully carry out the mission.

Implementation Strategies

- Acquire and maintain a high level of proficiency in the performance of duties by attending the annual Virginia Certified BZA Training Seminar and attending other pertinent planning/zoning seminars.

Budget Comments - FY2014

Funding has been provided for training two new board members.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 829	\$ 603	\$ 942	\$ 1,500	\$ 1,500	\$ 1,500
Operating	<u>1,792</u>	<u>2,198</u>	<u>2,244</u>	<u>2,500</u>	<u>2,500</u>	<u>2,900</u>
Total Expenditures	<u>\$ 2,621</u>	<u>\$ 2,801</u>	<u>\$ 3,186</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,400</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
40813 Board of Zoning/Subdivision Appeals						
Personnel Services						
1500 Board & commissions	\$ 770	\$ 560	\$ 875	\$ 1,393	\$ 1,393	\$ 1,393
2100 FICA	59	43	67	107	107	107
Subtotal	<u>829</u>	<u>603</u>	<u>942</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Contractual Services						
3600 Advertising	<u>1,792</u>	<u>2,115</u>	<u>2,158</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Subtotal	<u>1,792</u>	<u>2,115</u>	<u>2,158</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Other Charges						
5210 Postal/messenger service	-	83	86	100	100	100
5510 Personnel development	-	-	-	400	400	800
Subtotal	<u>-</u>	<u>83</u>	<u>86</u>	<u>500</u>	<u>500</u>	<u>900</u>
Activity Total	<u>\$ 2,621</u>	<u>\$ 2,801</u>	<u>\$ 3,186</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,400</u>
Personnel	\$ 829	\$ 603	\$ 942	\$ 1,500	\$ 1,500	\$ 1,500
Non-personnel	<u>1,792</u>	<u>2,198</u>	<u>2,244</u>	<u>2,500</u>	<u>2,500</u>	<u>2,900</u>
	<u>\$ 2,621</u>	<u>\$ 2,801</u>	<u>\$ 3,186</u>	<u>\$ 4,000</u>	<u>\$ 4,000</u>	<u>\$ 4,400</u>
	-28.70%	6.87%	13.75%	25.55%	25.55%	10.00%

**Environmental & Development Services
Development & Compliance - Activity #40816**

Mission

Responsible for the regulation of land use and development activities and the elimination of property-related nuisances within the County. This is accomplished through the administration and enforcement of the County's Zoning and Subdivision Ordinances and various sections of the County Code pertaining to property-related nuisances.

Goals

- Provide the most effective plan review services in the least possible time to the development community and County citizens in order to help these groups meet project deadlines and ensure project viability.
- Enhance and improve the appearance of the County from a development and code compliance perspective.
- Provide improved customer service through better dissemination of development-related information.

Implementation Strategies

- Continue to offer twice-a-month pre-application conferences to the development community with the goal of facilitating better project submissions that result in quicker approvals.
- Focus zoning enforcement activities, especially regarding illegal signage and unauthorized used-car sales, on the County's major corridors to improve their appearances.
- Provide weekend zoning enforcement services to improve community aesthetics.
- Continue to become proficient in the use of the customer service module in the Hansen Development Management System in order to improve services for customers using Division services via the Internet.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 674,796	\$ 664,677	\$ 676,908	\$ 716,311	\$ 716,311	\$ 732,818
Operating	32,388	32,080	33,349	34,965	34,965	36,105
Capital	-	-	2,726	3,300	3,300	3,300
Total Expenditures	<u>\$ 707,184</u>	<u>\$ 696,757</u>	<u>\$ 712,983</u>	<u>\$ 754,576</u>	<u>\$ 754,576</u>	<u>\$ 772,223</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	8.00	7.00	7.00	7.00	7.00	7.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	<u>10.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
40816 Development & Compliance						
Personnel Services						
1513 Middle management	\$ 88,732	\$ 88,732	\$ 88,732	\$ 93,169	\$ 93,169	\$ 95,032
1515 Professional & technical salaries	379,982	378,812	378,819	397,761	397,761	405,716
1516 Administrative & clerical salaries	29,815	18,876	25,867	33,577	33,577	34,249
1531 As required-professional/technical	23,505	23,889	24,442	25,000	25,000	25,000
1595 Overtime	-	31	-	-	-	-
2100 FICA	38,127	37,515	38,235	42,037	42,037	42,840
2200 VRS	66,849	68,645	69,457	62,259	62,259	63,504
2300 Health care	44,839	46,816	49,979	55,585	55,585	60,111
2400 Group life insurance	2,947	1,361	1,377	6,923	6,923	6,366
Subtotal	<u>674,796</u>	<u>664,677</u>	<u>676,908</u>	<u>716,311</u>	<u>716,311</u>	<u>732,818</u>
Contractual Services						
3132 Data processing fees	-	525	-	-	-	-
3320 Maintenance service contracts	7,867	7,757	10,691	10,800	10,800	11,900
3500 Printing & binding	215	655	327	200	200	200
3920 Misc contractual services	2,802	2,655	3,171	3,500	3,500	4,000
Subtotal	<u>10,884</u>	<u>11,592</u>	<u>14,189</u>	<u>14,500</u>	<u>14,500</u>	<u>16,100</u>
Internal Services						
4210 Vehicle maintenance	10,990	11,456	11,275	11,715	11,715	11,715
4300 Central store	47	184	12	50	50	50
Subtotal	<u>11,037</u>	<u>11,640</u>	<u>11,287</u>	<u>11,765</u>	<u>11,765</u>	<u>11,765</u>
Other Charges						
5210 Postal/messenger service	1,885	1,926	2,343	2,100	2,100	2,100
5230 Telecommunications	2,613	2,203	2,259	2,300	2,300	1,800
5510 Personnel development	2,002	1,606	1,198	1,700	1,700	1,300
5810 Dues & memberships	1,689	1,793	1,202	1,450	1,450	1,915
5850 Mileage expenses	46	-	-	50	50	25
Subtotal	<u>8,235</u>	<u>7,528</u>	<u>7,002</u>	<u>7,600</u>	<u>7,600</u>	<u>7,140</u>
Materials & Supplies						
6010 Office supplies	1,530	371	741	800	800	800
6120 Books & subscriptions	20	46	-	-	-	-
6170 Computer mat/supplies	361	-	130	100	100	100
6172 Minor furnishings	321	903	-	200	200	200
Subtotal	<u>2,232</u>	<u>1,320</u>	<u>871</u>	<u>1,100</u>	<u>1,100</u>	<u>1,100</u>
Capital Outlay						
8170 Data processing equipment	-	-	2,726	3,300	3,300	3,300
Subtotal	<u>-</u>	<u>-</u>	<u>2,726</u>	<u>3,300</u>	<u>3,300</u>	<u>3,300</u>
Activity Total	<u>\$ 707,184</u>	<u>\$ 696,757</u>	<u>\$ 712,983</u>	<u>\$ 754,576</u>	<u>\$ 754,576</u>	<u>\$ 772,223</u>
Personnel	\$ 674,796	\$ 664,677	\$ 676,908	\$ 716,311	\$ 716,311	\$ 732,818
Non-personnel	32,388	32,080	36,075	38,265	38,265	39,405
	<u>\$ 707,184</u>	<u>\$ 696,757</u>	<u>\$ 712,983</u>	<u>\$ 754,576</u>	<u>\$ 754,576</u>	<u>\$ 772,223</u>
	-8.18%	-1.47%	2.33%	5.83%	5.83%	2.34%

Environmental & Development Services
Wetlands & Chesapeake Bay Boards - Activity #40821

Mission

The Wetlands Board administers the policies and laws that apply to the County's tidal wetlands, as provided in Title 28.2, Chapter 13, *Code of Virginia* for the review of applications to work in tidal wetlands. Enforcement of the Wetlands Ordinance is the responsibility of the Wetlands Board, which has the authority to issue "Stop Work" orders, require restoration of damaged wetlands, and level appropriate civil charges up to \$10,000.

The Chesapeake Bay Board administers the policies and laws that apply to the Chesapeake Bay Protection Area requirements as spelled out in Title 10.1 Chapter 21, of the *Code of Virginia* for the review of exceptions to Chesapeake Bay Preservation Area Ordinance.

Goals

- It is the Wetlands Board's responsibility to hold public hearings on requests for construction within tidal wetlands, evaluate such requests in terms of the ecological significance of the shoreline construction, and either grant or deny the wetlands permit.
- Provide advice and information to County citizens concerning wetlands protection.
- Permit review includes site inspections prior to approval and upon completion.
- It is the Chesapeake Bay Board's responsibility to hold public hearings on requests and appeals for exceptions to the Ordinance for construction within Resource Protection Areas (RPA's), evaluate such requests in terms of the environmental impacts of the construction, and either grant or deny the exception.
- Provide advice and information to County citizens concerning exceptions.
- Permit review includes site inspections prior to approval.

Implementation Strategies

- Board members and staff attend training seminars and workshops to increase their knowledge and expertise of wetland laws and shoreline construction techniques.
- The Stormwater Management Division, Chesapeake Bay Local Assistance Division and Virginia Institute of Marine Sciences provide staff support services.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 4,921	\$ 4,414	\$ 4,253	\$ 6,000	\$ 6,000	\$ 6,000
Operating	<u>2,508</u>	<u>1,097</u>	<u>651</u>	<u>1,850</u>	<u>1,850</u>	<u>1,600</u>
Total Expenditures	<u>\$ 7,429</u>	<u>\$ 5,511</u>	<u>\$ 4,904</u>	<u>\$ 7,850</u>	<u>\$ 7,850</u>	<u>\$ 7,600</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
40821 Wetlands & Chesapeake Bay Boards						
Personnel Services						
1500 Board & commissions	\$ 4,550	\$ 4,100	\$ 3,950	\$ 5,574	\$ 5,574	\$ 5,574
2100 FICA	371	314	303	426	426	426
Subtotal	<u>4,921</u>	<u>4,414</u>	<u>4,253</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Contractual Services						
3600 Advertising	1,690	892	464	1,200	1,200	1,200
Subtotal	<u>1,690</u>	<u>892</u>	<u>464</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Internal Services						
4300 Central store	37	-	-	-	-	-
Subtotal	<u>37</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Charges						
5210 Postal/messenger service	307	180	187	250	250	250
5510 Personnel development	225	25	-	300	300	50
5850 Mileage expenses	51	-	-	-	-	-
Subtotal	<u>583</u>	<u>205</u>	<u>187</u>	<u>550</u>	<u>550</u>	<u>300</u>
Materials & Supplies						
6010 Office supplies	198	-	-	100	100	100
Subtotal	<u>198</u>	<u>-</u>	<u>-</u>	<u>100</u>	<u>100</u>	<u>100</u>
Activity Total	<u>\$ 7,429</u>	<u>\$ 5,511</u>	<u>\$ 4,904</u>	<u>\$ 7,850</u>	<u>\$ 7,850</u>	<u>\$ 7,600</u>
Personnel	\$ 4,921	\$ 4,414	\$ 4,253	\$ 6,000	\$ 6,000	\$ 6,000
Non-personnel	2,508	1,097	651	1,850	1,850	1,600
	<u>\$ 7,429</u>	<u>\$ 5,511</u>	<u>\$ 4,904</u>	<u>\$ 7,850</u>	<u>\$ 7,850</u>	<u>\$ 7,600</u>
	10.09%	-25.82%	-11.01%	60.07%	60.07%	-3.18%

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Financial & Management Services

The Department of Financial and Management Services is responsible for financial and technical functions. These functions provide accurate and timely information and services to citizens, other departments and outside agencies. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 4,109,093	\$ 4,126,386	\$ 3,959,398	\$ 4,748,255	\$ 4,651,932	\$ 4,786,625	94.69%
Charges for Services	15,017	19,653	19,406	13,050	13,050	22,050	0.44%
Donations	-	1,928	-	-	-	-	0.00%
State/Federal Aid & Grants	-	-	-	-	-	19,000	0.38%
Rental Equipment & Facility	-	-	-	25,300	25,300	25,600	0.51%
Recovered Costs	816	558	1,104	600	600	600	0.01%
Fiscal Agent Fees	178,821	183,474	210,333	199,500	199,500	200,500	3.97%
Total Funding Sources	\$ 4,303,747	\$ 4,331,999	\$ 4,190,241	\$ 4,986,705	\$ 4,890,382	\$ 5,054,375	100.00%

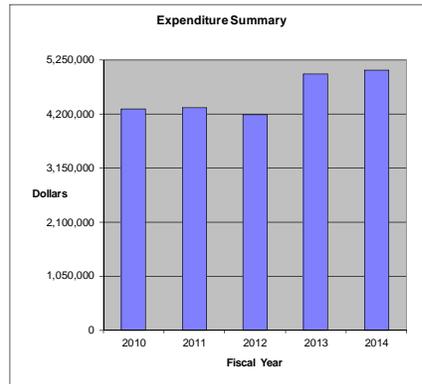
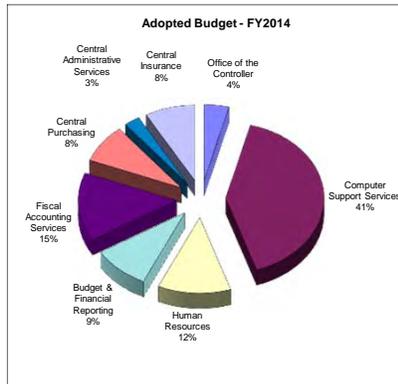
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Office of the Controller	\$ 214,021	\$ 104,325	\$ 73,227	\$ 210,301	\$ 120,529	\$ 204,865	-2.58%
Computer Support Services	1,576,923	1,700,501	1,599,170	2,063,914	2,063,914	2,064,572	0.03%
Human Resources	548,298	542,851	544,493	575,707	577,860	606,603	5.37%
Budget & Financial Reporting	405,698	427,049	442,991	484,372	470,070	473,899	-2.16%
Fiscal Accounting Services	662,868	655,870	628,215	716,424	716,424	740,720	3.39%
Central Purchasing	386,545	385,798	392,439	407,478	413,076	417,461	2.45%
Central Administrative Services	150,414	144,554	137,771	133,530	133,530	130,535	-2.24%
Central Insurance	358,980	371,051	371,935	394,979	394,979	415,720	5.25%
Total Expenditures	\$ 4,303,747	\$ 4,331,999	\$ 4,190,241	\$ 4,986,705	\$ 4,890,382	\$ 5,054,375	1.36%

Expenditure by Category							
Personnel	\$ 3,329,334	\$ 3,252,677	\$ 3,161,490	\$ 3,588,832	\$ 3,496,109	\$ 3,675,594	2.42%
Operating	957,119	984,177	948,664	1,246,098	1,242,498	1,216,981	-2.34%
Capital	17,294	95,145	80,087	151,775	151,775	161,800	6.61%
Total Expenditures	\$ 4,303,747	\$ 4,331,999	\$ 4,190,241	\$ 4,986,705	\$ 4,890,382	\$ 5,054,375	1.36%

Funded FTEs						
Management	6.00	6.00	5.00	6.00	6.00	6.00
Professional/Technical	33.50	33.50	33.50	34.50	34.50	35.50
Admin/Clerical	5.00	5.00	4.50	4.50	4.50	4.50
Total Funded FTEs	44.50	44.50	43.00	45.00	45.00	46.00

Key Service Indicators						
Payroll registers processed	368	346	309	372	315	320
W2s produced and reconciled	4,254	4,273	4,152	4,100	4,170	4,180
Accounts payable batches processed	679	623	662	756	670	673
Journal entries processed	2,625	2,645	2,631	2,660	2,696	2,720
Financial reports processed	1,376	1,480	1,500	1,500	1,520	1,520
Addresses maintained by GIS	33,088	33,196	33,276	33,188	33,608	33,944
GIS map components	1,148,278	2,034,190	2,138,158	2,058,157	2,158,470	2,178,975
Computer work orders	1,752	3,721	3,721	3,792	3,696	3,700
Phone lines	**	**	**	1,300	1,270	1,270
Phone calls	**	**	**	2,000,000	2,000,000	2,000,000
Positions advertised	56	76	50	50	50	50
Jobs classified, reviewed & surveyed	66	94	8	10	8	8
Changes to health insurance enrollments	317	328	301	328	301	301
Employees trained	724	784	784	784	784	784
Certificate of Achievement for Excellence in Financial Reporting Awards	25	26	27	28	28	29
Distinguished Budget Presentation Awards	6	7	8	9	9	10
Budget entries	306	338	299	350	325	300
Mandated financial and budget reports	15	15	15	15	15	15
Fund/agency accounts reviewed and analyzed	111	117	116	116	112	112
Accounts payable payments	10,785	8,410	7,172	8,500	8,500	7,500
Credit card transactions processed	11,211	10,323	9,729	10,200	10,200	10,000
Accounts receivable bills generated	958	975	1,150	1,100	1,100	1,175
Grant and donation dollars managed	\$ 5,064,441	\$ 7,297,960	\$ 4,947,921	\$ 6,600,000	\$ 6,600,000	\$ 5,000,000
Outgoing US mail	85,929	143,768	133,158	142,000	142,000	138,000
Paychecks processed	31,350	30,966	30,863	31,000	31,000	31,000
Sewer customers served	19,406	19,564	19,930	20,451	20,451	20,489
Trash customers served	16,495	16,575	16,664	16,785	16,785	16,700
Purchase orders	4,106	3,651	2,886	4,300	4,100	4,000
Credit card transactions	21,788	22,392	20,134	21,500	21,500	21,000
Average lead time (days)	4.6	4.3	4.1	4.3	4.3	4.3
Workers compensation claims	111	105	109	115	115	110
Vehicle/property liability claims	106	80	105	110	110	95

** Telecommunications has been transferred from General Services to the Computer Support Division.



**Financial & Management Services
Office of the Controller - Activity #50119**

Mission

Provides high quality services in an efficient and effective manner by providing quality leadership to the various divisions.

Goals

- The Controller is responsible for oversight of Purchasing, Budget & Financial Reporting and Fiscal Accounting Services.
- To ensure the County receives and maintains a high credit rating from the bond rating agencies.
- Ensure effective internal controls are in place and perform continuous monitoring to ensure compliance with laws and regulations.
- Ensure financial compliance with accounting and auditing standards.
- Perform complex professional administrative and managerial work.

Implementation Strategies

- Provide effective leadership and management over the activities identified above by providing continuous communication and guidance.
- Continue to promote communication and sharing of resources and information between divisions, departments and other governmental units.
- Receive adequate training and education to stay current on budgeting, accounting and auditing best practices.
- Provide recommendations for the annual operating budget and the ten-year Capital Improvements Program, within the guidelines adopted by the Board of Supervisors and prepare a budget document that will qualify for the Distinguished Budget Presentation Award given by the Government Finance Officers Association.
- Prepare the County's Comprehensive Annual Financial Report (CAFR) to meet the requirements to qualify for a Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association.

Budget Comments - FY2014

As a result of a reorganization, the Director of Financial & Management Services position was eliminated and the Controller was created. Funding has been provided for this position and for the departmental administrative position.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 190,141	\$ 86,121	\$ 43,551	\$ 180,937	\$ 94,765	\$ 187,690
Operating	23,880	18,204	29,676	27,364	23,764	17,175
Capital	-	-	-	2,000	2,000	-
Total Expenditures	<u>\$ 214,021</u>	<u>\$ 104,325</u>	<u>\$ 73,227</u>	<u>\$ 210,301</u>	<u>\$ 120,529</u>	<u>\$ 204,865</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	-	1.00	1.00	1.00
Admin/Clerical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50119 Office of the Controller						
Personnel Services						
1512 Senior level management	\$ 118,915	\$ 32,016	\$ -	\$ 107,807	\$ 42,042	\$ 111,010
1516 Administrative & clerical salaries	30,921	31,115	31,115	32,671	32,671	33,324
1531 As required-professional/technical	-	2,720	5,177	4,000	-	-
1595 Overtime	39	-	-	-	-	-
2100 FICA	10,659	4,922	2,778	11,053	6,022	11,042
2200 VRS	20,164	9,291	4,394	16,675	8,868	17,132
2300 Health care	8,554	5,873	-	6,877	4,176	13,464
2400 Group life insurance	889	184	87	1,854	986	1,718
Subtotal	<u>190,141</u>	<u>86,121</u>	<u>43,551</u>	<u>180,937</u>	<u>94,765</u>	<u>187,690</u>
Contractual Services						
3130 Management consulting service	-	-	10,110	-	-	-
3320 Maintenance service contracts	-	-	1,532	1,900	1,900	1,950
3920 Misc contractual services	-	-	6,969	4,700	4,700	4,700
Subtotal	<u>-</u>	<u>-</u>	<u>18,611</u>	<u>6,600</u>	<u>6,600</u>	<u>6,650</u>
Internal Services						
4210 Vehicle maintenance	12,889	9,863	6,942	8,519	8,519	200
4300 Central store	12	-	-	30	30	25
Subtotal	<u>12,901</u>	<u>9,863</u>	<u>6,942</u>	<u>8,549</u>	<u>8,549</u>	<u>225</u>
Other Charges						
5210 Postal/messenger service	138	28	156	50	50	150
5230 Telecommunications	1,211	334	26	950	450	1,000
5510 Personnel development	3,411	257	-	3,000	1,000	2,000
5520 Employee recognition program	137	555	323	500	300	300
5810 Dues & memberships	827	198	-	715	415	700
5820 Assoc/meeting support charges	894	-	-	400	400	200
5850 Mileage expenses	937	245	-	100	100	300
Subtotal	<u>7,555</u>	<u>1,617</u>	<u>505</u>	<u>5,715</u>	<u>2,715</u>	<u>4,650</u>
Materials & Supplies						
6010 Office supplies	1,211	495	525	2,700	2,200	2,000
6020 Food/food service supplies	193	93	-	200	100	100
6110 Uniforms & wearing apparel	-	4,703	-	-	-	-
6120 Books & subscriptions	262	166	231	250	250	200
6170 Computer mat/supplies	-	638	174	200	200	200
6171 Small equipment	242	489	-	200	200	200
6172 Minor furnishings	-	140	-	-	-	-
Subtotal	<u>1,908</u>	<u>6,724</u>	<u>930</u>	<u>3,550</u>	<u>2,950</u>	<u>2,700</u>
Leases & Rentals						
7500 Operating leases of buildings	-	-	2,688	2,950	2,950	2,950
Subtotal	<u>-</u>	<u>-</u>	<u>2,688</u>	<u>2,950</u>	<u>2,950</u>	<u>2,950</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	2,000	2,000	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>	<u>-</u>
Grants & Donations						
9545 RSAF 911 - local match	1,516	-	-	-	-	-
Subtotal	<u>1,516</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 214,021</u>	<u>\$ 104,325</u>	<u>\$ 73,227</u>	<u>\$ 210,301</u>	<u>\$ 120,529</u>	<u>\$ 204,865</u>
Personnel	\$ 190,141	\$ 86,121	\$ 43,551	\$ 180,937	\$ 94,765	\$ 187,690
Non-personnel	23,880	18,204	29,676	29,364	25,764	17,175
	<u>\$ 214,021</u>	<u>\$ 104,325</u>	<u>\$ 73,227</u>	<u>\$ 210,301</u>	<u>\$ 120,529</u>	<u>\$ 204,865</u>
	-1.16%	-51.25%	-29.81%	187.19%	64.60%	-2.58%

**Financial & Management Services
Computer Support Services - Activity #50121**

Mission

Provide the technology to support the efficient operation of County government and to make government information accessible to its citizens.

Goals

- Coordinate the development of the Countywide Geographic Information System (GIS), which provides an automated mapping, land records, and geographic-data system for the storage, retrieval, and analysis of geo-based information.
- Maintain and operate the County's centralized computer system (IBM I-Series).
- Provide computing support necessary for all financial functions to Fiscal Accounting Services, School Board, Colonial Behavioral Health, Purchasing, and Social Services.
- Administer and operate the County's wide-area network electronically connecting all departments, fire stations, School Board Office, Constitutional offices, and County Administration.
- Assist in the testing, procurement, and disposition of all computer software and software licenses throughout County government; perform strategic planning of County technology needs in support of future programs and services.
- Provide quality equipment and effective maintenance program to ensure mission accomplishment and excellent customer service and to protect County resources.
- Make County information electronically available to its citizens.
- Maintain the hardware, software, and telecommunications links required for the County's website; coordinate and chair the website development team ensuring timely updates of information, as well as, a consistent web page layout.
- Award all Capital Improvement Program projects in year of appropriation, complete projects within budget and on schedule, and financially close all projects within 120 days of taking occupancy.
- Provide quality equipment and effective maintenance program to ensure mission accomplishment and excellent customer service and to protect County resources.

Implementation Strategies

- Continue to expand the use of document imaging to reap greater efficiencies.
- Reduce the number of servers and increase reliability by creating a virtual server environment and combining multiple server applications on a single piece of hardware.
- Make greater use of in-house and contract audit initiatives to develop telephone system upgrade/replacement plans based on cost-effective industry standards and life-cycle replacement strategies.
- Use a balance of contract repair and in-house work to optimize customer support and perform critical preventive maintenance tasks.
- Continue to invest time in preventive maintenance programs for the telephone system to lower frequency and costs of the current breakdown maintenance.
- Invest in employee training to sustain and improve telephone service.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. The reduction in operating funding is primarily due to the replacement of the County's telephone system, which eliminated the need for T-1 lines. Capital funding is programmed for the routine replacement of computers and servers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 1,247,757	\$ 1,243,694	\$ 1,194,307	\$ 1,382,111	\$ 1,382,111	\$ 1,427,139
Operating	313,991	370,083	332,736	569,328	569,328	519,433
Capital	15,175	86,724	72,127	112,475	112,475	118,000
Total Expenditures	<u>\$ 1,576,923</u>	<u>\$ 1,700,501</u>	<u>\$ 1,599,170</u>	<u>\$ 2,063,914</u>	<u>\$ 2,063,914</u>	<u>\$ 2,064,572</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	13.50	13.50	13.50	14.50	14.50	14.50
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	<u>15.50</u>	<u>15.50</u>	<u>15.50</u>	<u>16.50</u>	<u>16.50</u>	<u>16.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50121 Computer Support Services						
Personnel Services						
1513 Middle management	\$ 102,719	\$ 102,899	\$ 102,979	\$ 108,128	\$ 108,128	\$ 110,291
1515 Professional & technical salaries	802,935	785,041	769,512	892,252	892,252	905,566
1516 Administrative & clerical salaries	37,718	34,122	20,477	31,718	31,718	30,812
1531 As required-professional/technical	26,306	28,609	16,542	23,000	23,000	23,000
1532 As required-administrative/clerical	8,163	3,132	2,740	-	-	-
1595 Overtime	2,020	1,274	3,387	2,500	2,500	2,500
1596 Holiday worked	15	50	-	-	-	-
1599 Other pay	697	1,287	1,484	900	900	900
1999-999-999 Chargeouts wages-grants	(7,834)	-	-	-	-	-
2100 FICA	73,152	70,933	68,088	80,975	80,975	82,090
2200 VRS	126,834	130,189	125,322	122,510	122,510	124,240
2300 Health care	70,042	83,559	81,291	106,504	106,504	135,285
2400 Group life insurance	5,589	2,599	2,485	13,624	13,624	12,455
2999-999-999 Chargeouts fringes-grants	(599)	-	-	-	-	-
Subtotal	<u>1,247,757</u>	<u>1,243,694</u>	<u>1,194,307</u>	<u>1,382,111</u>	<u>1,382,111</u>	<u>1,427,139</u>
Contractual Services						
3310 Repairs & maintenance	-	-	-	3,000	3,000	3,000
3320 Maintenance service contracts	112,163	116,313	123,814	187,684	187,684	192,160
3320-003 Workorder maintenance	-	6,218	5,938	1,500	1,500	-
3600 Advertising	-	459	495	-	-	-
3920 Misc contractual services	5,495	-	-	-	-	-
Subtotal	<u>117,658</u>	<u>122,990</u>	<u>130,247</u>	<u>192,184</u>	<u>192,184</u>	<u>195,160</u>
Internal Services						
4210 Vehicle maintenance	4,037	3,516	4,151	9,944	9,944	9,285
4211 Misc vehicle maintenance charge	-	-	135	-	-	-
4300 Central store	114	71	164	100	100	100
4600 AS400 system	2,398	2,203	2,371	3,129	3,129	2,464
4700 Imaging system charges	-	-	348	366	366	1,099
Subtotal	<u>6,549</u>	<u>5,790</u>	<u>7,169</u>	<u>13,539</u>	<u>13,539</u>	<u>12,948</u>
Other Charges						
5210 Postal/messenger service	131	72	13	120	120	50
5230 Telecommunications	5,048	4,921	3,624	4,780	4,780	5,000
5231 Long distance toll call	-	-	-	(8,000)	(8,000)	(8,000)
5233 Telecommunications-data lines	125,705	160,239	161,831	334,920	334,920	282,300
5510 Personnel development	11,152	3,587	11,773	12,000	12,000	12,000
5810 Dues & memberships	15	90	15	450	450	1,275
5850 Mileage expenses	4,250	338	222	400	400	400
Subtotal	<u>146,301</u>	<u>169,247</u>	<u>177,478</u>	<u>344,670</u>	<u>344,670</u>	<u>293,025</u>
Materials & Supplies						
6010 Office supplies	1,442	1,021	1,509	2,000	2,000	2,000
6013 Data processing supplies	6,458	7,424	4,223	7,435	7,435	7,500
6070 Repairs & maintenance	-	-	-	2,500	2,500	2,000
6120 Books & subscriptions	463	285	234	600	600	300
6170 Computer mat/supplies	5,936	4,752	11,281	6,000	6,000	6,000
6172 Minor furnishings	200	696	505	400	400	500
Subtotal	<u>14,499</u>	<u>14,178</u>	<u>17,752</u>	<u>18,935</u>	<u>18,935</u>	<u>18,300</u>
Leases & Rentals						
7102 Network storage lease	28,894	57,788	-	-	-	-
7105 General equipment rental	90	90	90	-	-	-
Subtotal	<u>28,984</u>	<u>57,878</u>	<u>90</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8130-212 Telephone system upgrade	-	-	49,344	-	-	-
8170 Data processing equipment	3,074	1,639	1,885	10,600	10,600	11,000
8170-003 Work order mgmt system	-	6,600	-	-	-	-
8740 Geographic info system	-	-	-	30,000	30,000	30,000
8910 Computer network maint	5,812	78,485	20,898	43,975	43,975	50,000
8915 Network security enhancements	6,289	-	-	27,900	27,900	27,000
Subtotal	<u>15,175</u>	<u>86,724</u>	<u>72,127</u>	<u>112,475</u>	<u>112,475</u>	<u>118,000</u>
Activity Total	<u>\$ 1,576,923</u>	<u>\$ 1,700,501</u>	<u>\$ 1,599,170</u>	<u>\$ 2,063,914</u>	<u>\$ 2,063,914</u>	<u>\$ 2,064,572</u>
Personnel	\$ 1,247,757	\$ 1,243,694	\$ 1,194,307	\$ 1,382,111	\$ 1,382,111	\$ 1,427,139
Non-personnel	329,166	456,807	404,863	681,803	681,803	637,433
	<u>\$ 1,576,923</u>	<u>\$ 1,700,501</u>	<u>\$ 1,599,170</u>	<u>\$ 2,063,914</u>	<u>\$ 2,063,914</u>	<u>\$ 2,064,572</u>
	-6.43%	7.84%	-5.96%	29.06%	29.06%	0.03%

**Financial & Management Services
Human Resources - Activity #50122**

Mission

Responsible for the maintenance of the pay and classification plan; the development of personnel policies and procedures, employee relations, and the administration of employee benefits such as hospitalization, retirement, life insurance, and unemployment; employment and recruitment; the County's training program; the drug and alcohol testing program; and assisting with matters concerning employee safety.

Goals

- Enhance communications pertaining to new and current benefit programs.
- Administer the compensation plan, benefits (retirement, health insurance, deferred compensation, life insurance), safety, and drug and alcohol testing programs for the County.
- To assist departments, agencies, and Constitutional Officers with policy issues.
- Target specific training needs and implement a well-rounded training plan.

Implementation Strategies

- Accessibility of more on-line procedures and applications.
- Hire qualified individuals in a timely manner through use of applicant tracking system.
- Develop and maintain competitive compensation and benefit programs to attract and retain employees.
- Expansion of online recruitment to include on-boarding process and background screenings.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. The increase in operating funding is primarily due to increased costs of maintenance contracts and advertising. Capital funding is programmed for the routine replacement of computers and printers.

	FY2010 Actual <u>Amount</u>	FY2011 Actual <u>Amount</u>	FY2012 Actual <u>Amount</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 464,095	\$ 468,695	\$ 473,993	\$ 502,901	\$ 505,054	\$ 518,591
Operating	84,203	74,156	70,500	66,806	66,806	76,212
Capital	-	-	-	6,000	6,000	11,800
Total Expenditures	<u>\$ 548,298</u>	<u>\$ 542,851</u>	<u>\$ 544,493</u>	<u>\$ 575,707</u>	<u>\$ 577,860</u>	<u>\$ 606,603</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	4.00	4.00	4.00	4.00
Admin/Clerical	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Funded FTEs	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>	<u>5.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50122 Human Resources						
Personnel Services						
1500 Board & commissions	\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 150
1513 Middle management	97,772	98,132	93,826	103,207	103,207	105,271
1515 Professional & technical salaries	251,644	251,644	253,032	264,226	264,226	272,729
1522 Reg PT administrative/clerical	17,100	17,311	17,217	15,655	15,655	15,968
1532 As required-administrative/clerical	-	-	-	-	2,000	-
1595 Overtime	520	207	71	500	500	500
2100 FICA	27,428	27,509	26,852	29,356	29,509	30,188
2200 VRS	46,961	49,392	49,588	43,614	43,614	44,869
2300 Health care	20,600	23,520	32,423	41,343	41,343	44,418
2400 Group life insurance	2,070	980	984	4,850	4,850	4,498
Subtotal	<u>464,095</u>	<u>468,695</u>	<u>473,993</u>	<u>502,901</u>	<u>505,054</u>	<u>518,591</u>
Contractual Services						
3130 Management consulting services	1,710	-	-	-	-	-
3310 Repairs & maintenance	98	-	220	100	100	100
3320 Maintenance service contracts	15,532	17,027	24,298	15,500	25,990	26,230
3500 Printing & binding	-	827	256	550	300	300
3600 Advertising	16,722	9,085	6,827	11,000	6,000	12,300
Subtotal	<u>34,062</u>	<u>26,939</u>	<u>31,601</u>	<u>27,150</u>	<u>32,390</u>	<u>38,930</u>
Internal Services						
4210 Vehicle maintenance	-	101	16	-	-	-
4300 Central store	96	97	259	100	100	100
4700 Imaging system charges	422	348	348	366	366	732
Subtotal	<u>518</u>	<u>546</u>	<u>623</u>	<u>466</u>	<u>466</u>	<u>832</u>
Other Charges						
5210 Postal/messenger service	712	875	937	1,200	750	1,000
5230 Telecommunications	990	982	1,378	1,640	1,640	1,400
5510 Personnel development	1,205	826	1,145	2,500	1,500	2,500
5512 Central personnel development	29,857	29,275	25,316	27,500	25,500	26,000
5516 Values Committee	9,949	7,735	5,002	-	-	-
5810 Dues & memberships	1,725	1,785	1,779	1,800	1,210	1,800
5850 Mileage expenses	193	280	202	100	100	100
Subtotal	<u>44,631</u>	<u>41,758</u>	<u>35,759</u>	<u>34,740</u>	<u>30,700</u>	<u>32,800</u>
Materials & Supplies						
6010 Office supplies	1,945	1,782	1,070	2,000	2,000	2,000
6120 Books & subscriptions	2,530	2,974	1,301	2,300	1,100	1,500
6170 Computer mat/supplies	22	157	146	150	150	150
6171 Small equipment	495	-	-	-	-	-
Subtotal	<u>4,992</u>	<u>4,913</u>	<u>2,517</u>	<u>4,450</u>	<u>3,250</u>	<u>3,650</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	6,000	6,000	11,800
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,000</u>	<u>6,000</u>	<u>11,800</u>
Activity Total	<u>\$ 548,298</u>	<u>\$ 542,851</u>	<u>\$ 544,493</u>	<u>\$ 575,707</u>	<u>\$ 577,860</u>	<u>\$ 606,603</u>
Personnel	\$ 464,095	\$ 468,695	\$ 473,993	\$ 502,901	\$ 505,054	\$ 518,591
Non-personnel	84,203	74,156	70,500	72,806	72,806	88,012
	<u>\$ 548,298</u>	<u>\$ 542,851</u>	<u>\$ 544,493</u>	<u>\$ 575,707</u>	<u>\$ 577,860</u>	<u>\$ 606,603</u>
	-4.48%	-0.99%	0.30%	5.73%	6.13%	5.37%

**Financial & Management Services
Budget & Financial Reporting - Activity #50124**

Mission

Gather, prepare and distribute timely, accurate and reliable information to enable the Board of Supervisors, management, creditors and investors to make informed budgetary and financial decisions.

Goals

- Budgeting - Provide information to allow for informed decisions concerning the allocation of available resources to deliver goods and services to meet demands of the County citizens in an efficient and effective manner.
- Financial Reporting - Provide financial information to meet the needs and legal requirements of management, financial institutions and citizens in an efficient and effective manner.

Implementation Strategies

- Assist with the preparation of the annual operating budget within the guidelines adopted by the Board of Supervisors and to qualify for a Distinguished Budget Presentation Award given by the Government Finance Officers Association.
- Assist with the preparation of the County's Comprehensive Annual Financial Report (CAFR) to meet the requirements to qualify for a Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association.
- Continue to implement new standards issued by the Government Accounting Standards Board to be in conformity with accounting principles generally accepted in the United States of America and to enhance the understandability and usefulness of the County's financial reports.
- In addition to the budget and CAFR, the division also prepares the following reports: E911 Wireless True-up report, APA Transmittal report, DEQ financial assurance package, Nationally Recognized Municipal Securities Information Repository (for outstanding debt), the USDA Farmer's Home report, Library report, Cost Allocation Plan, OPEB actuarial valuation, Census, Data Collection Form, Certificate of No Default letters for the 2005 and 2010 Sewer bonds and the VRA lease revenue bonds, and Comprehensive Service Act monthly reports.
- Coordinate and prepare for the annual financial audit of the County, School Division, EDA and Marquis CDA, including but not limited to preparing year-end adjustments, preparing financial schedules, closing of funds, and the review of schedules prepared by Fiscal Accounting Services, the Treasurer's Office, other departments and component units.
- Monitor debt covenant compliance and payments of debt service; prepare monthly sales, lodging and meals tax analysis; reconcile monthly financial reports with management company for Riverwalk Landing tenant operations; prepare 90 day vacancy report; prepare actual revenue year-to-date comparison report; prepare monthly financial reports for the EDA; prepare and submit incremental tax collections reports for the Marquis CDA; reconcile State and federal receipts with quarterly State disbursement report; reconcile receipts from Compensation Board for Constitutional Officers; prepare adjusting journal entries for account code corrections; review purchase orders and p-card transactions for budget availability and proper coding; prepare budget transfers for departments; prepare budget adjustments to appropriate funds for grants, donations, and other programs; monitor the budget throughout the year and recommend adjustments as needed.
- Maintain County capital asset records, including equipment, buildings, land, improvements and infrastructure. Account for additions, deletions and transfers of assets; calculate valuation and depreciation and reconcile capital asset records and schedules. Perform physical inventories of assets.

Budget Comments - FY2014

Funding for personnel reflects a decrease due to turnover and a rate reduction in group life insurance. Capital Outlay reflects funding for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 390,038	\$ 410,980	\$ 428,122	\$ 464,569	\$ 450,267	\$ 451,793
Operating	15,660	14,450	14,869	16,503	16,503	17,606
Capital	-	1,619	-	3,300	3,300	4,500
Total Expenditures	<u>\$ 405,698</u>	<u>\$ 427,049</u>	<u>\$ 442,991</u>	<u>\$ 484,372</u>	<u>\$ 470,070</u>	<u>\$ 473,899</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Total Funded FTEs	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>6.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50124 Budget & Financial Reporting						
Personnel Services						
1513 Middle management	\$ 93,114	\$ 93,474	\$ 98,128	\$ 103,650	\$ 91,814	\$ 74,472
1515 Professional & technical salaries	201,126	212,093	212,093	222,698	222,698	256,318
1531 As required-professional/technical	-	-	7,004	20,280	20,280	-
1595 Overtime	399	-	-	-	-	-
2100 FICA	21,442	22,036	22,907	26,517	25,612	25,305
2200 VRS	39,606	43,150	43,826	38,738	37,333	39,265
2300 Health care	32,626	39,372	43,295	48,378	48,378	52,497
2400 Group life insurance	1,725	855	869	4,308	4,152	3,936
Subtotal	<u>390,038</u>	<u>410,980</u>	<u>428,122</u>	<u>464,569</u>	<u>450,267</u>	<u>451,793</u>
Contractual Services						
3130 Management consulting services	1,130	1,130	-	1,200	650	-
3320 Maintenance service contracts	39	800	776	900	900	900
3500 Printing & binding	44	-	-	50	50	50
Subtotal	<u>1,213</u>	<u>1,930</u>	<u>776</u>	<u>2,150</u>	<u>1,600</u>	<u>950</u>
Internal Services						
4210 Vehicle maintenance	-	25	-	-	-	-
4300 Central store	12	24	12	50	50	50
4600 AS400 system	2,398	2,203	2,372	3,129	3,129	2,464
4700 Imaging system charges	1,266	1,044	1,044	1,099	1,099	732
Subtotal	<u>3,676</u>	<u>3,296</u>	<u>3,428</u>	<u>4,278</u>	<u>4,278</u>	<u>3,246</u>
Other Charges						
5210 Postal/messenger service	146	161	142	175	175	175
5230 Telecommunications	946	783	929	850	850	950
5510 Personnel development	2,660	1,585	1,691	2,200	2,148	2,400
5810 Dues & memberships	597	602	711	600	620	685
5850 Mileage expense	-	-	9	-	-	100
5920 Awards & recognition	-	-	580	-	550	1,200
Subtotal	<u>4,349</u>	<u>3,131</u>	<u>4,062</u>	<u>3,825</u>	<u>4,343</u>	<u>5,510</u>
Materials & Supplies						
6010 Office supplies	1,295	1,812	949	1,400	2,200	1,600
6015 Bud & Fin Reporting supplies	4,329	4,156	5,343	4,450	3,650	6,000
6020 Food & food service supplies	39	-	-	-	52	-
6120 Books & subscriptions	68	125	256	200	200	200
6170 Computer mat/supplies	691	-	55	200	180	100
Subtotal	<u>6,422</u>	<u>6,093</u>	<u>6,603</u>	<u>6,250</u>	<u>6,282</u>	<u>7,900</u>
Capital Outlay						
8170 Data processing equipment	-	1,619	-	3,300	3,300	4,500
Subtotal	<u>-</u>	<u>1,619</u>	<u>-</u>	<u>3,300</u>	<u>3,300</u>	<u>4,500</u>
Activity Total	<u>\$ 405,698</u>	<u>\$ 427,049</u>	<u>\$ 442,991</u>	<u>\$ 484,372</u>	<u>\$ 470,070</u>	<u>\$ 473,899</u>
Personnel	\$ 390,038	\$ 410,980	\$ 428,122	\$ 464,569	\$ 450,267	\$ 451,793
Non-personnel	15,660	16,069	14,869	19,803	19,803	22,106
	<u>\$ 405,698</u>	<u>\$ 427,049</u>	<u>\$ 442,991</u>	<u>\$ 484,372</u>	<u>\$ 470,070</u>	<u>\$ 473,899</u>
	3.33%	5.26%	3.73%	9.34%	6.11%	-2.16%

**Financial & Management Services
Fiscal Accounting Services - Activity #50125**

Mission

Support County Departments' delivery of services through the timely and accurate processing of payroll and vendor payments, recordation of financial transactions, billing of charges for utility and other services, mail services, grants financial management, and management of insurance issues and risk.

Goals

- To develop and implement additional e-government services.
- To ensure that all payments made to vendors and employees are timely and accurate.
- To provide efficient and effective billing services to our sewer maintenance and solid waste customers, and to secure the revenue stream associated with services provided.
- To support County departments by maintaining data and providing timely financial information as needed and requested.
- To minimize risk exposures, protect physical assets, and reduce the cost of risk without impeding departments' capabilities to deliver services.
- To maximize federal and state monetary assistance with natural or man-made disasters.

Implementation Strategies

- To continue to expand the use of direct deposit by vendors.
- To encourage the use of electronic W2's and to develop a non-paper leave request form.
- To increase departmental compliance with the County's Administrative Directive on grants management.
- To use our safety program to reinforce departmental awareness of and responsibility for injury and accident costs and consequences.
- To refine methods for obtaining documentation needed to file claims with FEMA; establish a written policy on recovering costs related to disasters; provide disaster cost recovery training to all employees.
- To continue to expand web/on-line services for utility billing customers.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. There is no funding provided for a vacant .50 Senior Mail Distribution Clerk, for the third consecutive year. Capital funding is programmed for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 627,986	\$ 618,513	\$ 590,340	\$ 663,585	\$ 663,585	\$ 686,085
Operating	34,882	30,555	33,163	46,239	46,239	48,635
Capital	-	6,802	4,712	6,600	6,600	6,000
Total Expenditures	<u>\$ 662,868</u>	<u>\$ 655,870</u>	<u>\$ 628,215</u>	<u>\$ 716,424</u>	<u>\$ 716,424</u>	<u>\$ 740,720</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	9.00	9.00	9.00	9.00	9.00	9.00
Admin/Clerical	1.50	1.50	1.00	1.00	1.00	1.00
Total Funded FTEs	<u>11.50</u>	<u>11.50</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50125 Fiscal Accounting Services						
Personnel Services						
1513 Middle management	\$ 91,338	\$ 91,878	\$ 92,118	\$ 96,724	\$ 96,724	\$ 98,658
1515 Professional & technical salaries	362,772	360,858	338,269	386,956	386,956	394,693
1516 Administrative & clerical salaries	24,124	-	-	-	-	-
1522 Reg PT administrative/clerical	10,779	23,267	23,464	22,812	22,812	23,269
1531 As required-professional/technical	-	-	1,902	5,000	5,000	5,000
1532 As required-administrative/clerical	-	-	155	-	-	-
1595 Overtime	24	4	-	500	500	500
2100 FICA	36,430	35,574	34,207	39,167	39,167	39,942
2200 VRS	65,097	64,250	61,380	57,413	57,413	58,561
2300 Health care	34,530	41,408	37,628	48,628	48,628	59,591
2400 Group life insurance	2,892	1,274	1,217	6,385	6,385	5,871
Subtotal	<u>627,986</u>	<u>618,513</u>	<u>590,340</u>	<u>663,585</u>	<u>663,585</u>	<u>686,085</u>
Contractual Services						
3123 Bank service charges	-	10	-	-	-	-
3132 Data processing fees	-	368	500	3,000	3,000	1,500
3310 Repairs & maintenance	-	-	24	-	-	-
3320 Maintenance service contracts	2,490	2,413	3,013	3,504	3,504	3,825
3500 Printing & binding	-	44	55	100	100	100
Subtotal	<u>2,490</u>	<u>2,835</u>	<u>3,592</u>	<u>6,604</u>	<u>6,604</u>	<u>5,425</u>
Internal Services						
4210 Vehicle maintenance	-	114	231	200	200	9,031
4300 Central store	24	59	24	100	100	75
4600 AS400 system	14,386	13,218	14,229	18,771	18,771	14,786
4700 Imaging system charges	2,533	2,087	2,436	2,564	2,564	2,198
Subtotal	<u>16,943</u>	<u>15,478</u>	<u>16,920</u>	<u>21,635</u>	<u>21,635</u>	<u>26,090</u>
Other Charges						
5210 Postal/messenger service	3,481	2,924	2,681	4,000	4,000	3,500
5230 Telecommunications	91	94	77	150	150	150
5510 Personnel development	6,475	2,331	2,449	6,000	6,000	6,000
5520 Employee recognition	-	-	258	-	-	-
5810 Dues & memberships	1,210	1,169	1,679	1,600	1,600	1,850
5850 Mileage expenses	12	-	-	50	50	50
Subtotal	<u>11,269</u>	<u>6,518</u>	<u>7,144</u>	<u>11,800</u>	<u>11,800</u>	<u>11,550</u>
Materials & Supplies						
6010 Office supplies	2,777	2,277	2,905	4,000	4,000	3,500
6120 Books & subscriptions	1,369	1,443	1,878	1,500	1,500	1,570
6140 Other operating supplies	34	25	-	-	-	-
6170 Computer mat/supplies	-	55	54	700	700	500
6172 Minor furnishings	-	-	670	-	-	-
Subtotal	<u>4,180</u>	<u>3,800</u>	<u>5,507</u>	<u>6,200</u>	<u>6,200</u>	<u>5,570</u>
Capital Outlay						
8170 Data processing equipment	-	6,802	4,712	6,600	6,600	6,000
Subtotal	<u>-</u>	<u>6,802</u>	<u>4,712</u>	<u>6,600</u>	<u>6,600</u>	<u>6,000</u>
Grants & Donations						
9270 VML Risk Management	-	1,924	-	-	-	-
Subtotal	<u>-</u>	<u>1,924</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 662,868</u>	<u>\$ 655,870</u>	<u>\$ 628,215</u>	<u>\$ 716,424</u>	<u>\$ 716,424</u>	<u>\$ 740,720</u>
Personnel	\$ 627,986	\$ 618,513	\$ 590,340	\$ 663,585	\$ 663,585	\$ 686,085
Non-personnel	34,882	37,357	37,875	52,839	52,839	54,635
	<u>\$ 662,868</u>	<u>\$ 655,870</u>	<u>\$ 628,215</u>	<u>\$ 716,424</u>	<u>\$ 716,424</u>	<u>\$ 740,720</u>
	0.18%	-1.06%	-4.22%	14.04%	14.04%	3.39%

**Financial & Management Services
Central Purchasing - Activity #50129**

Mission

Provides procurement of goods and services for all offices, agencies, and boards within York County and York County School Division to realize cost savings from consolidation of purchasing actions for both organizations, and to standardize procedures so as to achieve County-wide consistency in procurement policy and vendor/supplier relations.

Goals

- Procure goods and services at the least cost and in a timely manner, consistent with County policy.
- Provide for the disposal of surplus County property.

Implementation Strategies

- Continue implementation of Electronic Commerce approach to procurement functions both externally and internally. Evaluate BAI platform for purchase requisitions.
- Provide services during regular business days for procurement functions and on an "as needed" basis for surplus property.
- Regular requisitions are to be processed as follows: Under \$1,500, Same day; \$1,500 - \$5,000, 10 days; \$5,000 - \$15,000 25 days; \$15,000 - \$30,000, 45 days; Over \$30,000, 60 days.
- Continue "Outreach" efforts to local vendor community and Disadvantaged and Minority Business Enterprises (DMBE) in accordance with the Governor's Executive Order.
- Continue archiving the files associated with purchasing transactions through electronic storage medium (now imaging purchase orders, requisitions, and formal bids) and to develop electronic medium as the preferred method of "filing" (i.e. retraining staff to begin thinking in terms of eliminating physical files).

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding reflects the routine replacement of a computer.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 368,137	\$ 374,480	\$ 380,811	\$ 394,729	\$ 400,327	\$ 404,296
Operating	16,289	11,318	8,380	11,349	11,349	11,665
Capital	2,119	-	3,248	1,400	1,400	1,500
Total Expenditures	<u>\$ 386,545</u>	<u>\$ 385,798</u>	<u>\$ 392,439</u>	<u>\$ 407,478</u>	<u>\$ 413,076</u>	<u>\$ 417,461</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Admin/Clerical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50129 Central Purchasing						
Personnel Services						
1513 Middle management	\$ 86,198	\$ 86,378	\$ 86,458	\$ 90,781	\$ 90,781	\$ 92,597
1515 Professional & technical salaries	153,090	153,113	153,113	160,769	160,769	163,985
1516 Administrative & clerical salaries	38,694	38,774	38,774	40,713	40,713	41,527
1532 As required administrative/clerical	-	1,738	4,428	-	5,200	-
1595 Overtime	965	21	95	200	200	200
2100 FICA	20,672	20,663	20,902	22,373	22,771	22,821
2200 VRS	37,366	39,293	39,302	34,692	34,692	35,386
2300 Health care	29,505	33,721	36,960	41,343	41,343	44,233
2400 Group life insurance	1,647	779	779	3,858	3,858	3,547
Subtotal	<u>368,137</u>	<u>374,480</u>	<u>380,811</u>	<u>394,729</u>	<u>400,327</u>	<u>404,296</u>
Contractual Services						
3320 Maintenance service contracts	1,009	572	213	600	600	600
3500 Printing & binding	2,364	1,782	121	1,500	1,500	1,300
3600 Advertising	-	206	54	200	200	200
3922 Credit card fees	436	682	675	500	500	700
Subtotal	<u>3,809</u>	<u>3,242</u>	<u>1,063</u>	<u>2,800</u>	<u>2,800</u>	<u>2,800</u>
Internal Services						
4210 Vehicle maintenance	-	165	80	200	200	100
4300 Central store	20	-	65	50	50	50
4700 Imaging system charges	1,266	1,044	1,044	1,099	1,099	1,465
Subtotal	<u>1,286</u>	<u>1,209</u>	<u>1,189</u>	<u>1,349</u>	<u>1,349</u>	<u>1,615</u>
Other Charges						
5210 Postal/messenger service	2,036	1,275	1,139	1,600	1,600	1,600
5230 Telecommunications	1,712	1,441	1,568	1,200	1,200	1,300
5510 Personnel development	3,805	1,642	873	1,200	1,200	1,200
5810 Dues & memberships	605	680	605	700	700	650
5850 Mileage expense	445	150	71	100	100	100
Subtotal	<u>8,603</u>	<u>5,188</u>	<u>4,256</u>	<u>4,800</u>	<u>4,800</u>	<u>4,850</u>
Materials & Supplies						
6010 Office supplies	2,156	1,113	829	1,600	1,600	1,600
6120 Books & subscriptions	70	50	-	100	100	100
6170 Computer mat/supplies	240	176	781	700	700	700
6171 Small equipment	-	-	262	-	-	-
6172 Small furnishings	-	340	-	-	-	-
Subtotal	<u>2,466</u>	<u>1,679</u>	<u>1,872</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>
Leases & Rentals						
7500 Operating leases of building	125	-	-	-	-	-
Subtotal	<u>125</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8170 Data processing equipment	2,119	-	3,248	1,400	1,400	1,500
Subtotal	<u>2,119</u>	<u>-</u>	<u>3,248</u>	<u>1,400</u>	<u>1,400</u>	<u>1,500</u>
Activity Total	<u>\$ 386,545</u>	<u>\$ 385,798</u>	<u>\$ 392,439</u>	<u>\$ 407,478</u>	<u>\$ 413,076</u>	<u>\$ 417,461</u>
Personnel	\$ 368,137	\$ 374,480	\$ 380,811	\$ 394,729	\$ 400,327	\$ 404,296
Non-personnel	18,408	11,318	11,628	12,749	12,749	13,165
	<u>\$ 386,545</u>	<u>\$ 385,798</u>	<u>\$ 392,439</u>	<u>\$ 407,478</u>	<u>\$ 413,076</u>	<u>\$ 417,461</u>
	0.53%	-0.19%	1.72%	3.83%	5.26%	2.45%

Financial & Management Services
Central Administrative Services - Activity #50141

This activity accumulates certain costs relating to common services within the County. Expenditures that are specific, identifiable and quantifiable are charged to the user departments. These services include postage, central stores, AS400 mainframe and imaging system charges.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
<u>Expenditures</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personnel	\$ 41,180	\$ 50,194	\$ 50,366	\$ -	\$ -	\$ -
Operating	109,234	94,360	87,405	113,530	113,530	110,535
Capital	-	-	-	20,000	20,000	20,000
Total Expenditures	<u>\$ 150,414</u>	<u>\$ 144,554</u>	<u>\$ 137,771</u>	<u>\$ 133,530</u>	<u>\$ 133,530</u>	<u>\$ 130,535</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50141 Central Administrative Services						
Personnel Services						
1532 As required-administrative/clerical	\$ 38,251	\$ 46,578	\$ 46,688	\$ -	\$ -	\$ -
1595 Overtime	3	49	5	-	-	-
1599 Other pay	-	-	94	-	-	-
2100 FICA	2,926	3,567	3,579	-	-	-
Subtotal	<u>41,180</u>	<u>50,194</u>	<u>50,366</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contractual Services						
3110 Payment for medical services	263	-	-	-	-	-
3121 Cost allocation plan	6,500	6,500	6,500	6,825	6,825	6,825
3125 Actuarial svcs-OPEB	13,200	13,200	13,500	14,125	14,125	14,500
3141 Surveying services	7,725	7,725	-	11,000	11,000	11,000
3320 Maintenance service contracts	1,517	1,773	-	-	-	-
3320-003 INFOR workorder maint	12,397	-	-	-	-	-
3321 Maintenance svc conts-AS400/IBM	36,183	35,941	40,677	44,745	44,745	31,460
3322 Maintenance svc conts-Imaging	26,688	21,372	21,372	22,500	22,500	22,500
3323 Maintenance svc conts-Kronos	37,058	43,387	44,520	47,000	47,000	48,960
3500 Printing & binding	-	-	-	-	345	-
3600 Advertising	634	-	-	300	300	300
3920 Misc contractual services	4,301	4,647	-	-	-	-
Subtotal	<u>146,466</u>	<u>134,545</u>	<u>126,569</u>	<u>146,495</u>	<u>146,840</u>	<u>135,545</u>
Other Charges						
5210 Postage/messenger service	56,215	75,000	80,000	81,200	81,200	82,610
Subtotal	<u>56,215</u>	<u>75,000</u>	<u>80,000</u>	<u>81,200</u>	<u>81,200</u>	<u>82,610</u>
Materials & Supplies						
6010 Office supplies	6,151	6,904	6,095	6,000	6,000	4,000
6012 Audio visual material & supplies	1,046	-	-	-	-	-
6013 AS400 computer supplies	11,772	8,121	6,754	7,825	7,825	7,825
6015 Kronos supplies	121	100	126	500	500	500
6500 Miscellaneous	-	-	-	15,000	14,655	15,000
Subtotal	<u>19,090</u>	<u>15,125</u>	<u>12,975</u>	<u>29,325</u>	<u>28,980</u>	<u>27,325</u>
Leases & Rentals						
7105-002 Postage machine lease	11,949	11,880	11,880	11,880	11,880	11,040
7500 Operating leases-storage	5,127	5,076	2,604	2,700	2,700	2,800
Subtotal	<u>17,076</u>	<u>16,956</u>	<u>14,484</u>	<u>14,580</u>	<u>14,580</u>	<u>13,840</u>
Capital Outlay						
8110-001 Imaging system	-	-	-	10,000	10,000	10,000
8201 AS400 enhancements	-	-	-	10,000	10,000	10,000
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Chargeouts						
9315 Postage chargeouts	(52,301)	(78,843)	(75,304)	(70,000)	(70,000)	(75,000)
9325 Central store chargeouts	(2,670)	(2,995)	(2,516)	(3,000)	(3,000)	(2,000)
9330 AS400 chargeout	(47,954)	(44,061)	(47,431)	(62,570)	(62,570)	(49,285)
9335 Imaging chargeout	(26,688)	(21,367)	(21,372)	(22,500)	(22,500)	(22,500)
Subtotal	<u>(129,613)</u>	<u>(147,266)</u>	<u>(146,623)</u>	<u>(158,070)</u>	<u>(158,070)</u>	<u>(148,785)</u>
Activity Total	<u>\$ 150,414</u>	<u>\$ 144,554</u>	<u>\$ 137,771</u>	<u>\$ 133,530</u>	<u>\$ 133,530</u>	<u>\$ 130,535</u>
Personnel	\$ 41,180	\$ 50,194	\$ 50,366	\$ -	\$ -	\$ -
Non-personnel	<u>109,234</u>	<u>94,360</u>	<u>87,405</u>	<u>133,530</u>	<u>133,530</u>	<u>130,535</u>
	<u>\$ 150,414</u>	<u>\$ 144,554</u>	<u>\$ 137,771</u>	<u>\$ 133,530</u>	<u>\$ 133,530</u>	<u>\$ 130,535</u>
	-22.29%	-3.90%	-4.69%	-3.08%	-3.08%	-2.24%

**Financial & Management Services
Central Insurance - Activity #50146**

Mission

Provides management of the property, casualty, liability, and workers' compensation insurance programs for General County and Public Safety operations.

Goals

- To ensure that the County has adequate insurance coverage at a reasonable cost.
- To identify and analyze risk exposures and determine, prioritize and implement appropriate risk control or elimination measures.

Implementation Strategies

- To review adequacy of insurance coverage for protection of assets and for liability exposures.
- To continue our county-wide safety program involving employees at all levels.
- To monitor workers' compensation reserves for appropriate balances.
- To encourage employees on workers' compensation leave to return to work as soon as possible; to encourage use of the County's light duty work program.

Budget Comments - FY2014

An increase in funding is programmed for coverage based on higher property values.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	<u>358,980</u>	<u>371,051</u>	<u>371,935</u>	<u>394,979</u>	<u>394,979</u>	<u>415,720</u>
Total Expenditures	<u>\$ 358,980</u>	<u>\$ 371,051</u>	<u>\$ 371,935</u>	<u>\$ 394,979</u>	<u>\$ 394,979</u>	<u>\$ 415,720</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50146 Central Insurance						
Contractual Services						
3130 Management consulting services	\$ 9,200	\$ 9,120	\$ 9,120	\$ 9,600	\$ 9,600	\$ 9,600
Subtotal	<u>9,200</u>	<u>9,120</u>	<u>9,120</u>	<u>9,600</u>	<u>9,600</u>	<u>9,600</u>
Other Charges						
5310 Property insurance	133,696	123,731	125,119	148,188	140,640	163,340
5315 Prop/gen liab ins-fire	17,442	16,758	21,116	20,611	20,611	26,200
5360 Workers' compensation premiums	195,520	221,442	216,580	216,580	216,580	216,580
5361 Safety initiatives	<u>302</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,548</u>	<u>-</u>
Subtotal	<u>346,960</u>	<u>361,931</u>	<u>362,815</u>	<u>385,379</u>	<u>385,379</u>	<u>406,120</u>
Materials & Supplies						
6042 Wellness kits	<u>2,820</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>2,820</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 358,980</u>	<u>\$ 371,051</u>	<u>\$ 371,935</u>	<u>\$ 394,979</u>	<u>\$ 394,979</u>	<u>\$ 415,720</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>358,980</u>	<u>371,051</u>	<u>371,935</u>	<u>394,979</u>	<u>394,979</u>	<u>415,720</u>
	<u>\$ 358,980</u>	<u>\$ 371,051</u>	<u>\$ 371,935</u>	<u>\$ 394,979</u>	<u>\$ 394,979</u>	<u>\$ 415,720</u>
	-2.87%	3.36%	0.24%	6.20%	6.20%	5.25%

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Commissioner of the Revenue Treasurer

The Commissioner of the Revenue is responsible for accurately identifying & assessing all sources of revenue to which the County is entitled by law, which is the basis for the Treasurer's tax bill mailings. The Treasurer is responsible for collecting, depositing, and investing all of the County's local, state and federal revenue. Also, the Treasurer collects and remits revenue to the Commonwealth of Virginia for Estimated State Tax, State Income Tax and other fees. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 1,275,532	\$ 1,307,584	\$ 1,404,861	\$ 1,528,886	\$ 1,528,886	\$ 1,573,267	77.01%
Permits, Fees, Fines	1,923	2,926	728	-	-	-	0.00%
Charges for Services	520	544	256	-	-	300	0.01%
Miscellaneous	139,859	143,123	127,981	140,000	140,000	140,000	6.85%
State Compensation Board	361,388	330,495	326,042	323,000	323,000	329,460	16.13%
Total Funding Sources	\$ 1,779,222	\$ 1,784,672	\$ 1,859,868	\$ 1,991,886	\$ 1,991,886	\$ 2,043,027	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Commissioner of the Revenue	\$ 987,247	\$ 1,007,333	\$ 1,004,596	\$ 1,064,945	\$ 1,064,945	\$ 1,096,848	3.00%
Treasurer	791,975	777,339	855,272	926,941	926,941	946,179	2.08%
Total Expenditures	\$ 1,779,222	\$ 1,784,672	\$ 1,859,868	\$ 1,991,886	\$ 1,991,886	\$ 2,043,027	2.57%

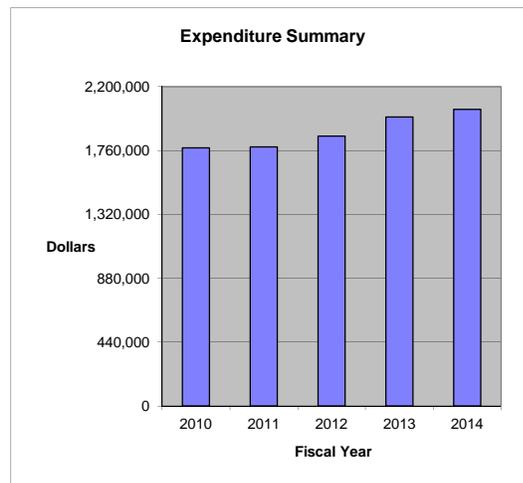
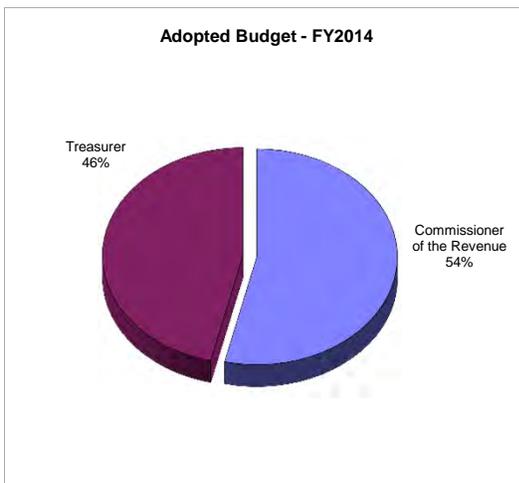
Expenditure by Category							
Personnel	\$ 1,555,468	\$ 1,562,506	\$ 1,593,894	\$ 1,688,262	\$ 1,688,262	\$ 1,726,388	2.26%
Operating	217,149	205,383	259,827	290,124	290,124	284,339	-1.99%
Capital	6,605	16,783	6,147	13,500	13,500	32,300	139.26%
Total Expenditures	\$ 1,779,222	\$ 1,784,672	\$ 1,859,868	\$ 1,991,886	\$ 1,991,886	\$ 2,043,027	2.57%

Funded FTEs						
Management	2.00	2.00	2.00	2.00	2.00	2.00
Professional/Technical	11.00	11.00	11.00	11.00	11.00	11.00
Admin/Clerical	16.25	16.25	16.25	16.25	16.25	16.25
Total Funded FTEs	29.25	29.25	29.25	29.25	29.25	29.25

Key Service Indicators

Personal property, real estate, business license & excise tax assessments*	122,066	123,455	127,777	126,000	128,038	128,353
Vehicle registration fees assessed*	76,521	80,694	75,393	89,304	75,602	75,855
Tax relief for elderly and/or disabled applications*	755	767	811	813	843	870
Tax bills processed	151,090	149,506	137,628	151,000	145,000	145,000
Vehicle registrations processed	65,566	64,984	71,548	65,000	70,000	70,000
Dog tags issued	7,929	8,543	9,210	9,000	9,200	9,200
Utility payments processed	123,737	123,451	124,845	123,750	124,800	124,800
Delinquent notices processed	22,757	28,995	20,914	25,000	21,000	21,000

* Commissioner of Revenue data is on a calendar year basis.



**Commissioner of the Revenue & Treasurer
Commissioner of the Revenue - Activity #50126**

Mission

Accurately identify and assess all sources of revenue to which the County is entitled by law, and to provide friendly, equitable, and efficient service to taxpayers.

Goals

- Provide services from the Real Estate (RE) section, which performs technical and legal research; deed transfers; assigns map numbers based on recorded plats; prepares the annual RE tax book; administers the Tax Relief for the Elderly & Disabled program; administers the tax exemption program for qualifying Disabled Veterans; assesses roll back tax, in accordance with the Land Use Ordinance; prepares the Public Service (PS) Corporation book, and all subsequent correction of assessments to both RE and PS; prepares the annual Community Development Authority special assessment; and is responsible for the annual assessment of Bank Franchise tax.
- Provide services from the Personal Property (PP) and Income Tax section, which compiles information; performs tax assessments; conducts technical and legal research, audits and prepares the annual PP tax books and assesses the applicable annual vehicle registration fees; prepares all subsequent corrections and proration of assessment; maintains the vehicle records reported weekly by electronic download by DMV; prepares the PP Tax Returns to be filed by taxpayers and businesses to annually report taxable tangible PP; reviews, corresponds and assesses business personal property tax on equipment, machinery and tools; reviews, transmits payments, corresponds, processes both electronically and by mail; and reports to Dept. of Taxation the locally filed state income tax returns; verifies & certifies quarterly reports of vehicle daily rental tax from VA Tax Dept. and mobile home sales taxes collected by DMV and submitted to the locality; and ensures fair and equitable administration of Personal Property Tax Relief (PPTR), including the requirements enacted by the 2005 General Assembly.
- Provide services from the Business License Section, which performs technical and legal research; compiles information; performs audits on the various business taxes; responsible for collection and maintenance of the annual business license renewals; monthly collection of Meals Tax & Transient Occupancy Taxes; additional \$2.00 room tax; quarterly collection of Short-Term Rental Tax; track and report monthly payments and allocation of state sales tax and all taxes paid by the businesses encompassed by the County's Community Development Authority accounts; conducts weekly field visits for discovery and compliance; auditor tracks legislation that may affect this office or the County; comparison & audit of monthly State Sales payments with reported business license gross receipts; and, in some cases partners with the VA Dept. of Taxation for state sales tax audits.
- Beginning January 1, 2013 implement total 'file by exception' for all Personal Property items which are not expressly required to do so by State Code (only Mobile Homes, Business PP required to file), for increased savings in print & postage expenses. Also implement the revised Business License fee structure which amends minimum license fees assessed.
- Increase taxpayer awareness of tax relief options for taxpayers who are age 65 and over, permanently and totally disabled, or qualifying Disabled American Veterans.
- Continue to expand and promote on-line application and renewal services offered to the taxpayers through BAI.NET and web-based forms for on-line filing and payment of taxes administered by this office.

Implementation Strategies

- Further enhancement of "Go Green" processes in office by further implementation of 'file by exception' process on certain documents, expanding imaging processes, reduce paper, printing and mailing quantities where permitted, and save postage.
- Increased audit of various business accounts, State Sales Tax reports, and Land Sales records to ensure County is receiving all possible revenues as entitled. Maintain partnership with the Dept. of Taxation concerning audit of State Sales Tax for the benefit of both the County and the Commonwealth. Continued physical presence 'in the field' by Business Tax Compliance Officer for discovery of new revenues.
- Expanded mailings for potentially qualifying 'tax relief' applicants by cross matching Real Estate, Personal Property and State Income Tax modules information.
- Continued development and implementation of a BAI AS400 "Events" and "Compliance" modules to organize and track miscellaneous business tax discoveries, follow up action, and revenues generated.
- Continued promotion of on-line filing, renewal and payment of Business License and various Consumer Taxes, as well as FAQ section, and on-line filing and communications through office website.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed for the routine replacement of computers and a scanner.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures</u>						
Personnel	\$ 905,028	\$ 920,457	\$ 927,610	\$ 979,920	\$ 979,920	\$ 1,006,149
Operating	82,219	76,911	72,243	79,025	79,025	78,899
Capital	-	9,965	4,743	6,000	6,000	11,800
Total Expenditures	<u>\$ 987,247</u>	<u>\$ 1,007,333</u>	<u>\$ 1,004,596</u>	<u>\$ 1,064,945</u>	<u>\$ 1,064,945</u>	<u>\$ 1,096,848</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	7.00	7.00	7.00	7.00	7.00	7.00
Admin/Clerical	<u>9.25</u>	<u>9.25</u>	<u>9.25</u>	<u>9.25</u>	<u>9.25</u>	<u>9.25</u>
Total Funded FTEs	<u>17.25</u>	<u>17.25</u>	<u>17.25</u>	<u>17.25</u>	<u>17.25</u>	<u>17.25</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50126 Commissioner of the Revenue						
Personnel Services						
1512 Senior level management	\$ 87,478	\$ 87,478	\$ 87,478	\$ 91,852	\$ 91,852	\$ 93,689
1515 Professional & technical salaries	323,349	323,349	323,349	339,517	339,517	346,306
1516 Administrative & clerical salaries	217,109	217,056	217,109	227,964	227,964	232,522
1522 Reg PT administrative/clerical	30,845	34,795	29,408	37,102	37,102	33,414
1532 As required-administrative/clerical	34,084	31,021	34,128	35,000	35,000	35,000
1595 Overtime	313	74	10	200	200	200
2100 FICA	51,056	50,692	50,470	55,970	55,970	56,697
2200 VRS	84,395	88,665	88,665	78,263	78,263	79,828
2300 Health care	72,678	85,569	95,235	105,349	105,349	120,490
2400 Group life insurance	3,721	1,758	1,758	8,703	8,703	8,003
Subtotal	<u>905,028</u>	<u>920,457</u>	<u>927,610</u>	<u>979,920</u>	<u>979,920</u>	<u>1,006,149</u>
Contractual Services						
3132 Data processing fees	5,051	5,082	4,763	4,950	4,950	6,450
3310 Repairs & maintenance	185	-	-	-	-	-
3320 Maintenance service contracts	3,237	2,910	269	290	290	250
3320-003 BAI maintenance	945	945	662	728	728	675
3500 Printing & binding	9,008	6,861	7,060	7,300	7,300	7,300
3600 Advertising	1,503	1,108	816	1,000	1,000	850
3920 Misc contractual services	1,600	1,079	1,610	1,606	1,606	1,315
Subtotal	<u>21,529</u>	<u>17,985</u>	<u>15,180</u>	<u>15,874</u>	<u>15,874</u>	<u>16,840</u>
Internal Services						
4210 Vehicle maintenance	1,557	1,056	1,924	2,000	2,000	2,153
4211 Misc vehicle maintenance charges	-	59	-	-	-	-
4300 Central store	59	35	72	75	75	75
4600 AS400 system	14,386	13,218	14,229	18,771	18,771	14,786
4700 Imaging system charges	5,066	4,174	6,826	7,185	7,185	7,185
Subtotal	<u>21,068</u>	<u>18,542</u>	<u>23,051</u>	<u>28,031</u>	<u>28,031</u>	<u>24,199</u>
Other Charges						
5210 Postal/messenger service	17,497	19,688	19,456	20,000	20,000	20,000
5230 Telecommunications	1,786	1,528	1,342	1,500	1,500	1,475
5510 Personnel development	4,218	4,158	3,259	2,000	2,000	3,200
5520 Employee recognition program	395	530	429	400	400	425
5810 Dues & memberships	1,235	1,115	1,130	1,000	1,000	1,100
5850 Mileage expenses	99	-	-	-	-	-
Subtotal	<u>25,230</u>	<u>27,019</u>	<u>25,616</u>	<u>24,900</u>	<u>24,900</u>	<u>26,200</u>
Materials & Supplies						
6010 Office supplies	6,247	6,864	4,036	5,300	5,300	6,000
6120 Books & subscriptions	2,042	1,662	1,792	1,660	1,660	1,800
6170 Computer mat/supplies	1,186	957	588	1,000	1,000	1,000
6171 Small equipment	248	282	-	280	280	280
6172 Minor furnishings	-	1,620	-	-	-	600
Subtotal	<u>9,723</u>	<u>11,385</u>	<u>6,416</u>	<u>8,240</u>	<u>8,240</u>	<u>9,680</u>
Leases & Rentals						
7100 Operating leases of equipment	-	-	1,980	-	-	-
7100-001 Operating leases of equipment	2,689	-	-	-	-	-
7100-002 Operating leases of equip-copier	1,980	1,980	-	1,980	1,980	1,980
7100-003 Operating leases of equip-state	-	-	-	-	-	-
Subtotal	<u>4,669</u>	<u>1,980</u>	<u>1,980</u>	<u>1,980</u>	<u>1,980</u>	<u>1,980</u>
Capital Outlay						
8170 Data processing equipment	-	9,965	4,743	6,000	6,000	11,800
Subtotal	<u>-</u>	<u>9,965</u>	<u>4,743</u>	<u>6,000</u>	<u>6,000</u>	<u>11,800</u>
Activity Total	<u>\$ 987,247</u>	<u>\$ 1,007,333</u>	<u>\$ 1,004,596</u>	<u>\$ 1,064,945</u>	<u>\$ 1,064,945</u>	<u>\$ 1,096,848</u>
Personnel	\$ 905,028	\$ 920,457	\$ 927,610	\$ 979,920	\$ 979,920	\$ 1,006,149
Non-personnel	82,219	86,876	76,986	85,025	85,025	90,699
	<u>\$ 987,247</u>	<u>\$ 1,007,333</u>	<u>\$ 1,004,596</u>	<u>\$ 1,064,945</u>	<u>\$ 1,064,945</u>	<u>\$ 1,096,848</u>
	-1.34%	2.03%	-0.27%	6.01%	6.01%	3.00%

**Commissioner of the Revenue & Treasurer
Treasurer - Activity #50127**

Mission

Dedicated to serving the citizens of York County, being sensitive to their needs, and maintaining a commitment to provide professional, courteous service that exceeds their expectations.

Goals

- Collect and properly account for all federal, state and local revenue due to the County.
- Exercise timely and effective collection measures to achieve maximum payment percentages.
- Maintain prudent cash management and investment practices.
- Develop, implement and market additional e-government services.
- Communicate effectively with citizens.
- Communicate effectively with other county departments and agencies.
- Provide services for Administration (auditing, delinquent collection, investment, preparing and making deposits, pro-ration refunds, printing & signing payroll and accounts payable checks, balancing daily cash report, researching accounts, record management, preparing reports and end of month account reconciliation) and Collection (receives and posts payments, responds to telephone inquiries, interacts with citizens and other departments; and provides support for delinquent collections).

Implementation Strategies

- Evaluate and identify target areas for BAI Flexible Department Payment Module.
- Implement BAI enhanced services: Collection Module-ongoing; Attorney Delinquent Accounts Module.
- Offer annual citizen workshop & quarterly web commercials related to Treasurer's Office services.
- Actively market established eGovernment options: Autodraft Plan for tax payments; Smart Pay Program for utility payments; eBill Program for personal property and real estate taxes; online Dog Tag purchase.
- Continue to evaluate services and office processes.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Reductions are programmed for costs associated with the AS400 accounting system. Capital funding is provided for a multi-functional work group printer and security enhancements to the office area.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 650,440	\$ 642,049	\$ 666,284	\$ 708,342	\$ 708,342	\$ 720,239
Operating	134,930	128,472	187,584	211,099	211,099	205,440
Capital	6,605	6,818	1,404	7,500	7,500	20,500
Total Expenditures	<u>\$ 791,975</u>	<u>\$ 777,339</u>	<u>\$ 855,272</u>	<u>\$ 926,941</u>	<u>\$ 926,941</u>	<u>\$ 946,179</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	4.00	4.00	4.00	4.00	4.00	4.00
Admin/Clerical	7.00	7.00	7.00	7.00	7.00	7.00
Total Funded FTEs	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50127 Treasurer						
Personnel Services						
1512 Senior level management	\$ 87,478	\$ 87,478	\$ 87,478	\$ 91,852	\$ 91,852	\$ 93,689
1515 Professional & technical salaries	190,786	215,597	221,126	200,326	200,326	204,332
1516 Administrative & clerical salaries	198,869	160,730	173,709	216,469	216,469	220,797
1532 As required-administrative/clerical	4,400	3,864	-	4,500	4,500	-
1595 Overtime	4,148	4,617	3,120	4,500	4,500	6,000
2100 FICA	35,983	34,810	35,791	39,600	39,600	40,149
2200 VRS	64,974	65,759	68,401	60,376	60,376	61,584
2300 Health care	60,908	67,890	75,303	84,005	84,005	87,514
2400 Group life insurance	2,894	1,304	1,356	6,714	6,714	6,174
Subtotal	<u>650,440</u>	<u>642,049</u>	<u>666,284</u>	<u>708,342</u>	<u>708,342</u>	<u>720,239</u>
Contractual Services						
3132 Data processing fees	2,600	2,150	2,400	2,400	2,400	2,400
3151 Collection services	2,184	648	1,674	4,000	4,000	4,000
3310 Repairs & maintenance	-	-	-	100	100	100
3320 Maintenance service contracts	13,004	8,896	5,863	6,450	6,450	5,310
3320-003 BAI maintenance	3,045	3,045	2,866	3,154	3,154	3,200
3500 Printing & binding	1,443	1,865	834	1,800	1,800	1,500
3511 Tax ticket/special printing	22,032	21,459	21,891	23,000	23,000	23,000
3600 Advertising	544	255	387	500	500	500
3920 Misc contractual services	1,755	1,234	1,765	1,825	1,825	1,825
3921 Bank service charges	-	-	63,342	70,000	70,000	70,000
3922 Credit card fees	443	785	547	900	900	1,000
Subtotal	<u>47,050</u>	<u>40,337</u>	<u>101,569</u>	<u>114,129</u>	<u>114,129</u>	<u>112,835</u>
Internal Services						
4210 Vehicle maintenance	-	23	2	-	-	-
4300 Central stores	71	36	37	50	50	50
4600 AS400 system	14,386	13,218	14,229	18,771	18,771	14,786
4700 Imaging system charges	1,267	1,043	1,044	1,099	1,099	1,099
Subtotal	<u>15,724</u>	<u>14,320</u>	<u>15,312</u>	<u>19,920</u>	<u>19,920</u>	<u>15,935</u>
Other Charges						
5210 Postal/messenger service	54,990	59,549	60,235	62,000	62,000	62,000
5230 Telecommunications	940	846	732	900	900	900
5510 Personnel development	2,491	3,339	3,100	3,250	3,250	3,250
5520 Employee recognition program	97	100	98	200	200	120
5810 Dues & memberships	975	1,359	1,230	1,200	1,519	1,500
5850 Mileage expenses	1,684	1,361	618	1,500	1,181	1,000
Subtotal	<u>61,177</u>	<u>66,554</u>	<u>66,013</u>	<u>69,050</u>	<u>69,050</u>	<u>68,770</u>
Materials & Supplies						
6010 Office supplies	6,868	6,017	4,483	6,000	5,255	6,000
6170 Computer mat/supplies	1,669	1,244	207	2,000	2,000	1,900
6172 Minor furnishings	-	-	-	-	745	-
Subtotal	<u>8,537</u>	<u>7,261</u>	<u>4,690</u>	<u>8,000</u>	<u>8,000</u>	<u>7,900</u>
Leases & Rentals						
7105 General equipment rental	2,442	-	-	-	-	-
Subtotal	<u>2,442</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8110 Machinery/equipment	6,605	4,068	-	-	-	-
8170 Data processing equipment	-	2,750	1,404	7,500	7,500	5,500
8180 Building & Grounds	-	-	-	-	-	15,000
Subtotal	<u>6,605</u>	<u>6,818</u>	<u>1,404</u>	<u>7,500</u>	<u>7,500</u>	<u>20,500</u>
Activity Total	<u>\$ 791,975</u>	<u>\$ 777,339</u>	<u>\$ 855,272</u>	<u>\$ 926,941</u>	<u>\$ 926,941</u>	<u>\$ 946,179</u>
Personnel	\$ 650,440	\$ 642,049	\$ 666,284	\$ 708,342	\$ 708,342	\$ 720,239
Non-Personnel	141,535	135,290	188,988	218,599	218,599	225,940
	<u>\$ 791,975</u>	<u>\$ 777,339</u>	<u>\$ 855,272</u>	<u>\$ 926,941</u>	<u>\$ 926,941</u>	<u>\$ 946,179</u>
	-1.81%	-1.85%	10.03%	8.38%	8.38%	2.08%

Real Estate Assessment
Real Estate Assessment - Activity #50128

Mission

Prepare a highly accurate database of real property assessment information to enable the fair and equitable distribution of the real property tax levied by the Board of Supervisors among those owning property in the County.

Goals

- To accurately and equitably assess the residential and commercial real estate within York County.
- To administer the Land Use Program.
- To track, evaluate and maintain the database for the Impact Aid Program.
- To collect, input and maintain the real property data in an accurate and timely manner.
- To provide real estate information to the taxpayers and real estate professionals.
- To assist other elements of the York County government in all real estate matters.
- To add detailed sales information to the division website.
- To provide training for staff, process will assist appraisers in using the existing property evaluation system effectively.

Implementation Strategies

- Continue the property information update to the database.
- Continue development of a procedural manual for the division.
- Provide property information more effectively by continuing to add information to the Real Estate Assessment website.
- Continue study and consideration of replacing the current Equity Real Estate system.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. For the second consecutive year, there is no funding provided for a vacant appraiser position. FY2014 is a reassessment year and funding for operations has been increased to support the additional costs accordingly.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Funding Sources</u>						
Local/State/Fed Non-Categorical	\$ 583,106	\$ 567,178	\$ 501,226	\$ 522,746	\$ 522,746	\$ 553,998
Charges for Services	-	-	1,265	-	-	-
Total Funding Sources	\$ 583,106	\$ 567,178	\$ 502,491	\$ 522,746	\$ 522,746	\$ 553,998
<u>Expenditures</u>						
Personnel	\$ 532,139	\$ 534,488	\$ 456,370	\$ 491,801	\$ 491,801	\$ 505,899
Operating	50,967	32,690	41,140	26,145	26,145	43,119
Capital	-	-	4,981	4,800	4,800	4,980
Total Expenditures	\$ 583,106	\$ 567,178	\$ 502,491	\$ 522,746	\$ 522,746	\$ 553,998
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	5.00	5.00	5.00	4.00	4.00	4.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	8.00	8.00	8.00	7.00	7.00	7.00
<u>Key Service Indicators</u>						
State sales ratio	99.4%	103.0%	98.0%	102.0%	102.0%	Not available
Number of parcels	24,520	25,310	24,700	25,500	25,500	25,388
Value of completed permits	\$ 81,569,000	\$ 78,649,300	\$ 56,000,000	\$ 50,000,000	\$ 50,000,000	\$ 26,000,000

	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50128 Real Estate Assessment						
Personnel Services						
1500 Board & commissions	\$ 1,950	\$ -	\$ 1,560	\$ -	\$ -	\$ 4,875
1513 Middle management	77,298	77,523	65,664	81,483	81,483	78,142
1515 Professional & technical salaries	258,410	258,286	205,196	213,482	213,482	217,750
1516 Administrative & clerical salaries	78,222	78,556	78,556	82,483	82,483	84,133
1532 As required-administrative/clerical	1,317	-	-	-	-	-
1595 Overtime	982	46	64	-	-	-
1596 Holiday worked	-	132	-	-	-	-
2100 FICA	31,016	30,516	25,635	28,875	28,875	29,445
2200 VRS	55,659	58,530	48,932	44,803	44,803	45,109
2300 Health care	24,832	29,738	29,793	35,693	35,693	41,923
2400 Group life insurance	2,453	1,161	970	4,982	4,982	4,522
Subtotal	<u>532,139</u>	<u>534,488</u>	<u>456,370</u>	<u>491,801</u>	<u>491,801</u>	<u>505,899</u>
Contractual Services						
3130 Management consulting services	-	-	425	-	-	-
3320 Maintenance service contracts	7,374	4,792	10,593	8,545	8,545	9,800
3500 Printing & binding	2,033	-	2,236	-	-	2,400
3600 Advertising	396	178	561	150	150	600
3920 Misc contractual services	-	3,841	-	-	-	-
Subtotal	<u>9,803</u>	<u>8,811</u>	<u>13,815</u>	<u>8,695</u>	<u>8,695</u>	<u>12,800</u>
Internal Services						
4210 Vehicle maintenance	14,522	9,611	4,602	5,500	5,500	5,879
4300 Central store	77	99	27	85	85	75
4700 Imaging system charges	1,266	1,043	1,392	1,465	1,465	1,465
Subtotal	<u>15,865</u>	<u>10,753</u>	<u>6,021</u>	<u>7,050</u>	<u>7,050</u>	<u>7,419</u>
Other Charges						
5210 Postal/messenger service	10,725	144	10,745	200	200	11,700
5230 Telecommunications	3,398	2,934	2,015	2,300	2,300	2,300
5510 Personnel development	1,447	4,660	1,685	1,800	1,800	1,800
5810 Dues & memberships	3,469	2,228	1,168	2,500	2,500	2,500
5850 Mileage expenses	-	8	-	-	-	-
Subtotal	<u>19,039</u>	<u>9,974</u>	<u>15,613</u>	<u>6,800</u>	<u>6,800</u>	<u>18,300</u>
Materials & Supplies						
6010 Office supplies	3,380	1,838	2,138	2,000	2,000	2,000
6011 Photo supplies	-	38	959	-	-	1,000
6020-001 Food & fd svc supp-Equalization Bd	369	-	643	-	-	-
6110 Uniforms & wearing apparel	67	-	220	-	-	-
6120 Books & subscriptions	1,507	804	1,054	800	800	800
6170 Computer mat/supplies	687	472	284	800	800	800
6172 Minor furnishings	250	-	-	-	-	-
Subtotal	<u>6,260</u>	<u>3,152</u>	<u>5,298</u>	<u>3,600</u>	<u>3,600</u>	<u>4,600</u>
Capital Outlay						
8170 Data processing equipment	-	-	4,981	4,800	4,800	4,980
Subtotal	<u>-</u>	<u>-</u>	<u>4,981</u>	<u>4,800</u>	<u>4,800</u>	<u>4,980</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	393	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>393</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 583,106</u>	<u>\$ 567,178</u>	<u>\$ 502,491</u>	<u>\$ 522,746</u>	<u>\$ 522,746</u>	<u>\$ 553,998</u>
Personnel	\$ 532,139	\$ 534,488	\$ 456,370	\$ 491,801	\$ 491,801	\$ 505,899
Non-personnel	50,967	32,690	46,121	30,945	30,945	48,099
	<u>\$ 583,106</u>	<u>\$ 567,178</u>	<u>\$ 502,491</u>	<u>\$ 522,746</u>	<u>\$ 522,746</u>	<u>\$ 553,998</u>
	11.92%	-2.73%	-11.41%	4.03%	4.03%	5.98%

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Planning

Planning provides professional services by evaluating and making recommendations on long-range planning and development issues that affect the community. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 454,091	\$ 452,016	\$ 452,406	\$ 472,431	\$ 473,892	\$ 497,850	98.03%
Permits, Fees, Fines	9,247	7,410	10,803	10,000	10,000	10,000	1.97%
Total Funding Sources	\$ 463,338	\$ 459,426	\$ 463,209	\$ 482,431	\$ 483,892	\$ 507,850	100.00%

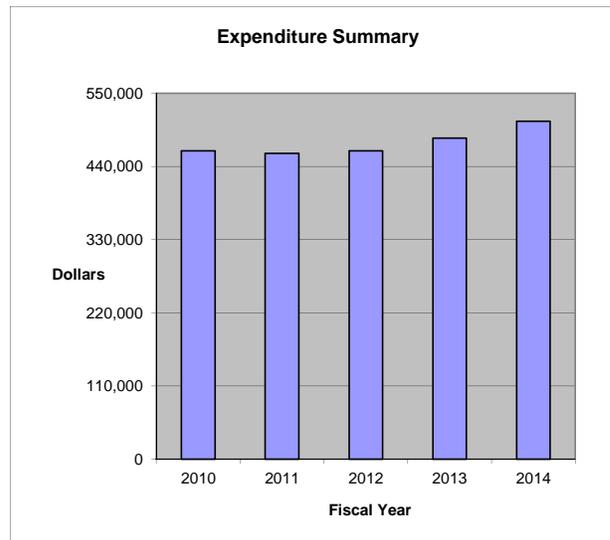
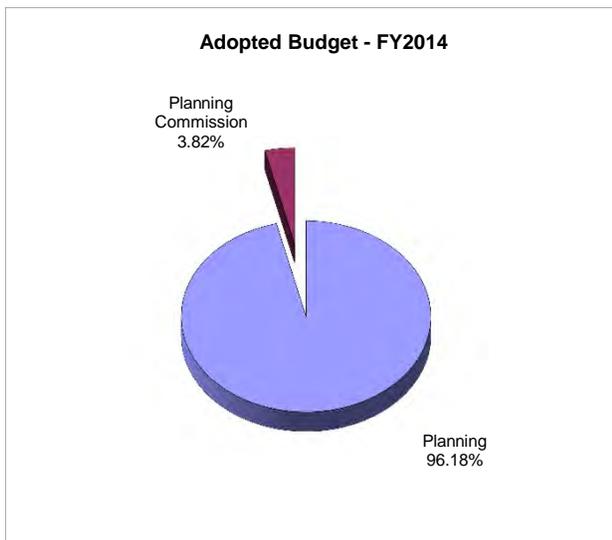
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Planning	438,465	444,409	443,948	463,844	465,305	488,463	5.31%
Planning Commission	15,525	15,017	19,261	18,587	18,587	19,387	4.30%
Conservation	9,348	-	-	-	-	-	0.00%
Total Expenditures	\$ 463,338	\$ 459,426	\$ 463,209	\$ 482,431	\$ 483,892	\$ 507,850	5.27%

Expenditure by Category							
Personnel	\$ 381,697	\$ 385,185	\$ 387,546	\$ 407,775	\$ 409,236	\$ 431,801	5.89%
Operating	81,641	72,542	75,663	72,856	72,856	74,249	1.91%
Capital	-	1,699	-	1,800	1,800	1,800	0.00%
Total Expenditures	\$ 463,338	\$ 459,426	\$ 463,209	\$ 482,431	\$ 483,892	\$ 507,850	5.27%

Funded FTEs						
Management	1.50	1.50	1.50	1.50	1.50	1.50
Professional/Technical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	4.50	4.50	4.50	4.50	4.50	4.50

Key Service Indicators

Rezoning/Special Use Permit applications	23	21	16	24	30	35
Special Use Permit amendments/ Exceptions (BOS review only)	5	1	4	2	2	2
Traffic Impact Analyses reviewed	4	2	2	3	3	3
Zoning Certification/Interpretation/ Decision Letters	23	20	25	25	40	40



Planning
Planning - Activity #50811

Mission

To assist the community in defining and realizing a shared vision for the physical development of the County; to reduce the rate and severity of vehicle and pedestrian crashes on York County's transportation network; and to participate with neighboring jurisdictions in regional programs and projects that support and complement the County's own planning efforts.

Goals

- Promote harmonious relationships among the built environment, the natural environment, and those who inhabit them.
- Maintain an up-to-date Comprehensive Plan and Zoning Ordinance for the County as mandated by the Code of Virginia.
- Provide accurate and timely demographic and economic data and projections to staff and line agencies, boards, commissions, the School Division, and the general public.
- Provide staff services to the Board of Supervisors, Planning Commission, Transportation Safety Commission, Historic Triangle Bicycle Advisory Committee, Regional Issues Committee, Historic Yorktown Design Committee, School Division, County Administrator, and other staff and line agencies, boards, and commissions.
- Encourage safer motor vehicle operation as well as bicycle and pedestrian circulation, improve roadway design safety and strengthen laws to promote transportation safety.
- Fund the County's annual contribution to Hampton Roads Planning District Commission (HRPDC) and Transportation Planning Organization (HRTPO) and to special projects and programs undertaken by HRPDC/HRTPO.
- Undertake and fund regional studies, analyses, and projects.
- Participate in the Regional Issues Committee, Historic Triangle Bicycle Advisory Committee (HTBAC), Regional Planning Partnership, and other regional bodies/entities.

Implementation Strategies

- Review and process rezoning, use permit, planned development, special exception, and Yorktown Village Activity/Yorktown Historic District requests.
- Review and revise the Zoning Ordinance, Zoning Map, and Subdivision Ordinance as necessary to implement changes in land use designation and development policies resulting from the adoption of the updated Comprehensive Plan, tentatively targeted for the first quarter of calendar year 2013.
- Continuation of existing operations, including identification and analysis of traffic hazards and recommendation of legislative proposals to the Board of Supervisors.
- Continued membership and participation in the HRPDC, HRTPO, and Regional Issues Committee.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 373,689	\$ 378,295	\$ 380,656	\$ 399,163	\$ 400,624	\$ 423,189
Operating	64,776	64,415	63,292	62,881	62,881	63,474
Capital	-	1,699	-	1,800	1,800	1,800
Total Expenditures	<u>\$ 438,465</u>	<u>\$ 444,409</u>	<u>\$ 443,948</u>	<u>\$ 463,844</u>	<u>\$ 465,305</u>	<u>\$ 488,463</u>
<u>Funded FTEs</u>						
Management	1.50	1.50	1.50	1.50	1.50	1.50
Professional/Technical	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Funded FTEs	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>	<u>4.50</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50811 Planning						
Personnel Services						
1512 Senior level management	\$ 59,458	\$ 59,548	\$ 59,588	\$ 62,567	\$ 63,776	\$ 67,010
1513 Middle management	78,184	78,184	78,184	82,093	82,093	83,735
1515 Professional & technical salaries	152,630	152,630	152,630	160,261	160,261	166,573
2100 FICA	20,772	21,020	20,837	23,326	23,419	24,275
2200 VRS	39,012	41,000	41,005	36,194	36,337	37,666
2300 Health care	21,913	25,100	27,599	30,697	30,697	40,154
2400 Group life insurance	1,720	813	813	4,025	4,041	3,776
Subtotal	<u>373,689</u>	<u>378,295</u>	<u>380,656</u>	<u>399,163</u>	<u>400,624</u>	<u>423,189</u>
Contractual Services						
3320 Maintenance service contracts	1,777	1,870	1,790	1,800	1,800	1,800
3500 Printing & binding	-	-	-	-	50	-
3820 HRPDC-Member	52,482	52,482	53,680	52,371	52,371	52,778
Subtotal	<u>54,259</u>	<u>54,352</u>	<u>55,470</u>	<u>54,171</u>	<u>54,221</u>	<u>54,578</u>
Internal Services						
4210 Vehicle maintenance	1,797	1,338	618	1,200	1,200	1,236
4300 Central store	100	24	-	50	50	50
Subtotal	<u>1,897</u>	<u>1,362</u>	<u>618</u>	<u>1,250</u>	<u>1,250</u>	<u>1,286</u>
Other Charges						
5210 Postal/messenger service	548	147	290	300	300	300
5230 Telecommunications	75	57	64	70	70	70
5510 Personnel development	2,207	2,583	2,237	2,400	2,400	2,400
5520 Employee recognition program	-	-	38	-	-	-
5810 Dues & memberships	1,115	1,460	1,090	1,110	1,110	1,180
5850 Mileage expenses	181	148	25	100	100	100
Subtotal	<u>4,126</u>	<u>4,395</u>	<u>3,744</u>	<u>3,980</u>	<u>3,980</u>	<u>4,050</u>
Materials & Supplies						
6010 Office supplies	1,438	1,521	900	1,080	1,030	1,000
6020 Food & food service supplies	481	464	551	400	400	400
6120 Books & subscriptions	2,575	2,232	1,929	1,900	1,900	2,060
6170 Computer mat/supplies	-	89	48	100	100	100
Subtotal	<u>4,494</u>	<u>4,306</u>	<u>3,428</u>	<u>3,480</u>	<u>3,430</u>	<u>3,560</u>
Capital Outlay						
8170 Data processing equipment	-	1,699	-	1,800	1,800	1,800
Subtotal	<u>-</u>	<u>1,699</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>1,800</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	32	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>32</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 438,465</u>	<u>\$ 444,409</u>	<u>\$ 443,948</u>	<u>\$ 463,844</u>	<u>\$ 465,305</u>	<u>\$ 488,463</u>
Personnel	\$ 373,689	\$ 378,295	\$ 380,656	\$ 399,163	\$ 400,624	\$ 423,189
Non-personnel	64,776	66,114	63,292	64,681	64,681	65,274
	<u>\$ 438,465</u>	<u>\$ 444,409</u>	<u>\$ 443,948</u>	<u>\$ 463,844</u>	<u>\$ 465,305</u>	<u>\$ 488,463</u>
	1.03%	1.36%	-0.10%	4.48%	4.81%	5.31%

Planning
Planning Commission - Activity #50812

Mission

Advises the Board of Supervisors on planning and development issues; fulfills statutory duties and responsibilities set forth in the state enabling legislation and the County Code; and facilitates community participation and public interest in planning for York County.

Goals

- Review, conduct public hearings, and make recommendations to the Board on applications for rezoning, Special Use Permits, Planned Developments, and Special Exceptions.
- Develop and recommend programs and ordinances to implement the Comprehensive Plan elements.
- Develop and make recommendations for revision of the Comprehensive Plan elements as needed.

Implementation Strategies

- Review the Zoning Map, Zoning Ordinance, and Subdivision Ordinance for possible changes necessary to implement the updated Comprehensive Plan, targeted for adoption in the first quarter of calendar year 2013.
- CPEAV training/certification of two new Planning Commission members as recommended by the Board of Supervisors.
- Participate in the review and revision of the Zoning Ordinance and other activities to implement the recommendations of the updated *Comprehensive Plan*.

Budget Comments - FY2014

Funding reflects an increase in advertising.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 8,008	\$ 6,890	\$ 6,890	\$ 8,612	\$ 8,612	\$ 8,612
Operating	<u>7,517</u>	<u>8,127</u>	<u>12,371</u>	<u>9,975</u>	<u>9,975</u>	<u>10,775</u>
Total Expenditures	<u>\$ 15,525</u>	<u>\$ 15,017</u>	<u>\$ 19,261</u>	<u>\$ 18,587</u>	<u>\$ 18,587</u>	<u>\$ 19,387</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
50812 Planning Commission						
Personnel Services						
1500 Board & commissions	\$ 7,400	\$ 6,400	\$ 6,400	\$ 8,000	\$ 8,000	\$ 8,000
2100 FICA	608	490	490	612	612	612
Subtotal	<u>8,008</u>	<u>6,890</u>	<u>6,890</u>	<u>8,612</u>	<u>8,612</u>	<u>8,612</u>
Contractual Services						
3600 Advertising	<u>5,572</u>	<u>5,123</u>	<u>9,932</u>	<u>7,200</u>	<u>7,200</u>	<u>8,000</u>
Subtotal	<u>5,572</u>	<u>5,123</u>	<u>9,932</u>	<u>7,200</u>	<u>7,200</u>	<u>8,000</u>
Internal Services						
4300 Central store	-	35	-	45	45	45
Subtotal	<u>-</u>	<u>35</u>	<u>-</u>	<u>45</u>	<u>45</u>	<u>45</u>
Other Charges						
5210 Postal/messenger service	448	347	447	450	450	450
5510 Personnel development	-	1,314	956	1,100	1,100	1,100
5810 Dues & memberships	530	530	630	530	530	530
5850 Mileage expenses	-	168	-	-	-	-
Subtotal	<u>978</u>	<u>2,359</u>	<u>2,033</u>	<u>2,080</u>	<u>2,080</u>	<u>2,080</u>
Materials & Supplies						
6010 Office supplies	21	180	-	200	200	200
6020 Food & food service supplies	807	291	273	300	300	300
6120 Books & subscriptions	<u>139</u>	<u>139</u>	<u>133</u>	<u>150</u>	<u>150</u>	<u>150</u>
Subtotal	<u>967</u>	<u>610</u>	<u>406</u>	<u>650</u>	<u>650</u>	<u>650</u>
Activity Total	<u>\$ 15,525</u>	<u>\$ 15,017</u>	<u>\$ 19,261</u>	<u>\$ 18,587</u>	<u>\$ 18,587</u>	<u>\$ 19,387</u>
Personnel	\$ 8,008	\$ 6,890	\$ 6,890	\$ 8,612	\$ 8,612	\$ 8,612
Non-personnel	<u>7,517</u>	<u>8,127</u>	<u>12,371</u>	<u>9,975</u>	<u>9,975</u>	<u>10,775</u>
	<u>\$ 15,525</u>	<u>\$ 15,017</u>	<u>\$ 19,261</u>	<u>\$ 18,587</u>	<u>\$ 18,587</u>	<u>\$ 19,387</u>
	-16.82%	-3.27%	28.26%	-3.50%	-3.50%	4.30%

Planning
Conservation - Activity #50822

Budget Comments - FY2014

Funding to support the Colonial Soil and Water Conservation District, a political subdivision of the Virginia Department of Conservation and Recreation/Division of Soil and Water Conservation, has been eliminated.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50822 Conservation						
Contractual Services						
3821 Soil/water conservation district	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -
Activity Total	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 9,348	\$ -	\$ -	\$ -	\$ -	\$ -
	-5.00%	-100.00%	0.00%	0.00%	0.00%	0.00%

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Economic Development

Economic Development provides support for the County and the region. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical Proceeds from the Sale of Land	\$ 730,771	\$ 222,110	\$ 681,187	\$ 716,214	\$ 716,214	\$ 728,337	100.00%
	-	482,720	-	-	-	-	0.00%
Total Funding Sources	\$ 730,771	\$ 704,830	\$ 681,187	\$ 716,214	\$ 716,214	\$ 728,337	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Economic Development	\$ 360,418	\$ 333,960	\$ 326,734	\$ 327,394	\$ 327,394	\$ 327,394	0.00%
Office of Economic Development	370,353	370,870	354,453	388,820	388,820	400,943	3.12%
Total Expenditures	\$ 730,771	\$ 704,830	\$ 681,187	\$ 716,214	\$ 716,214	\$ 728,337	1.69%

Expenditure by Category							
Personnel	\$ 306,076	\$ 309,488	\$ 307,047	\$ 329,824	\$ 329,824	\$ 340,251	3.16%
Operating	423,300	395,342	374,140	383,990	383,990	386,686	0.70%
Capital	1,395	-	-	2,400	2,400	1,400	-41.67%
Total Expenditures	\$ 730,771	\$ 704,830	\$ 681,187	\$ 716,214	\$ 716,214	\$ 728,337	1.69%

Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.00	2.00	2.00	2.00	2.00	2.00
Admin/Clerical	0.25	0.25	0.25	-	-	-
Total Funded FTEs	3.25	3.25	3.25	3.00	3.00	3.00

Key Service Indicators

Economic Development Authority (EDA)

Businesses recognized at Annual Occasion for Business & Industry	8	8	1	1	1	3
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Hampton Roads Economic Development Alliance

Per capita rate	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95	\$ 0.95
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Peninsula Council for Workforce Development

Per capita rate	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51	\$ 0.51
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Peninsula Chamber of Commerce

York County individuals receiving business startup information	36	45	83	60	60	96
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Businesses that attended seminars & workshops

	198	200	187	230	230	230
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Greater Williamsburg Chamber and Tourism Alliance

York County members	250	250	250	250	250	250
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York County Chamber of Commerce

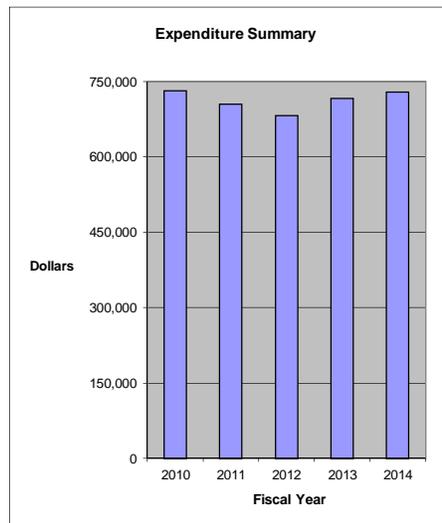
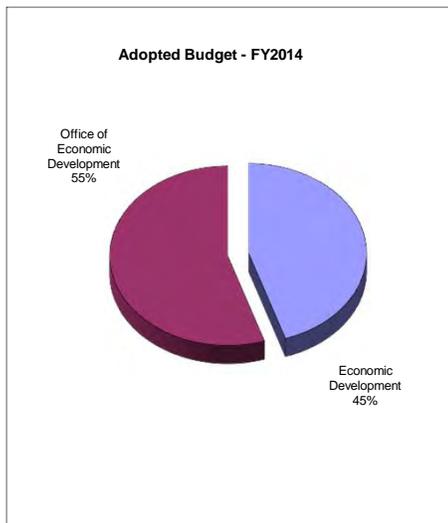
Businesses served	4,000	4,000	4,000	4,200	4,000	4,000
Members served	213	213	213	250	250	*

New commercial permit values	\$ 16,145,588	\$ 7,967,790	\$ 13,503,721	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000
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New commercial units	122	81	87	90	90	90
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New jobs created (military not included)	699	300	(679)	200	200	200
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* Data not available



Economic Development
Economic Development - Activity #50915

This activity provides support for the following programs:

Economic Development Authority (EDA): The EDA is an authority that was established under the Industrial Development and Revenue Bond Act - Code of Virginia. The EDA has the responsibility to promote industry and develop trade by inducing manufacturing, industrial and commercial enterprises to locate or to remain in the County.

Hampton Roads Economic Development Alliance: The mission is “to attract a high quality of employment and taxable investments to the region; facilitate a regional, business-driven development system; leverage the region’s technology assets; retain/expand the existing businesses; and finance local business start-ups and expansion.”

Peninsula Council for Workforce Development: The mission is “the facilitation of a regional, business-driven workforce development system.”

Peninsula Chamber of Commerce: The mission is “to promote the economic and business interest of the Virginia Peninsula.” The Chamber works to advance the positive economic, industrial, professional, cultural and civic welfare of the cities of Hampton, Newport News and Poquoson and the counties of York and James City.

Greater Williamsburg Chamber and Tourism Alliance: The Alliance is business people united to enhance, promote, and serve the business community by providing the leadership needed to strengthen the community’s economic base and quality of life. The Alliance seeks to increase tourism industry sales, tourism industry employment, and local tax revenues by conducting community-wide cooperative marketing programs that sell the Historic Triangle as a vacation and convention destination.

York County Chamber of Commerce: The vision is “to be a full and active business sector in a “Competitive Community.” The goal is to improve its member’s business growth opportunities by providing the services and support needed to prosper.

Budget Comments - FY2014

Funding provided is level with the FY2013 budget.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Operating	\$ 360,418	\$ 333,960	\$ 326,734	\$ 327,394	\$ 327,394	\$ 327,394
Total Expenditures	\$ 360,418	\$ 333,960	\$ 326,734	\$ 327,394	\$ 327,394	\$ 327,394

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50915 Economic Development						
Contractual Services						
3820 EDA	\$ 33,660	\$ 33,660	\$ 32,340	\$ 33,000	\$ 33,000	\$ 33,000
3821 Hampton Rd Econ Dev Alliance	58,207	53,800	52,724	52,724	52,724	52,724
3822 Penin Council Wkforce Develop	31,051	29,500	28,910	28,910	28,910	28,910
3823 Penin Chamber of Commerce	3,000	2,500	2,500	2,500	2,500	2,500
3825 Chamber & Tourism Alliance	232,000	212,000	207,760	207,760	207,760	207,760
3828 York Co Chamber of Commerce	2,500	2,500	2,500	2,500	2,500	2,500
Activity Total	<u>\$ 360,418</u>	<u>\$ 333,960</u>	<u>\$ 326,734</u>	<u>\$ 327,394</u>	<u>\$ 327,394</u>	<u>\$ 327,394</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>360,418</u>	<u>333,960</u>	<u>326,734</u>	<u>327,394</u>	<u>327,394</u>	<u>327,394</u>
	<u>\$ 360,418</u>	<u>\$ 333,960</u>	<u>\$ 326,734</u>	<u>\$ 327,394</u>	<u>\$ 327,394</u>	<u>\$ 327,394</u>
	-37.47%	-7.34%	-2.16%	0.20%	0.20%	0.00%

**Economic Development
Office of Economic Development - Activity #50920**

Mission

To create a diverse economic base by the aggressive recruitment, expansion and retention of businesses, industries and tourism, thus expanding the tax base and capital investment in the County and providing new employment opportunities for its citizens.

Goals

- Generate a more balanced tax base for the County by increasing annually the percentage of total taxes generated by the County's commercial, industrial and tourism entities.
- Improve the reality and perception, by new and existing businesses, of the County's commitment to encouraging and assisting with the expansion of commercial and industrial investment in the County.
- Develop and implement marketing strategies that will result in quality leads for new businesses in York County. Continue to maintain positive relationships with VEDP, HREDA, site selection consultants, and commercial real estate entities that will result in sustained prospect referrals.

Implementation Strategies

- Continue current efforts to establish public-private partnerships to develop and market targeted land tracts. Targeted areas include Busch Industrial Park, the former Jordan Property, and the York River Commerce Park.
- Continue to explore opportunities to acquire light industrial property through the EDA that can be marketed directly to growing small businesses
- Chamber of Commerce (YCCC) to recommend improvements in the permitting and plan review process and develop promotional efforts that will improve the perception of those processes in York County. Continue developing resource materials and educational programs that will assist small businesses and development professionals effectively manage plan submission and permitting in York County.
- Continue existing cooperative efforts with the Hampton Roads Economic Development Alliance and Virginia Economic Development Partnership with respect to marketing missions, trade shows, and special events. Take proactive measures to ensure that York County is kept in the forefront of State and regional marketing staff's considerations when evaluating location options. Initiate new efforts to generate prospect leads without assistance from outside organizations.
- Continue to identify and utilize new technology to market York County and remain competitive for new commercial investment. Examples include: Site Logistics, Business Email Database & Communication System, and website upgrades.
- Continue enhancing the Business Retention & Expansion program. Efforts include increasing business visitations, developing new educational programs, and having an ongoing dialogue with the York County Chamber of Commerce regarding York County's business environment.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. An increase in operating funding is provided for marketing materials. Capital funding is for the routine replacement of a printer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 306,076	\$ 309,488	\$ 307,047	\$ 329,824	\$ 329,824	\$ 340,251
Operating	62,882	61,382	47,406	56,596	56,596	59,292
Capital	1,395	-	-	2,400	2,400	1,400
Total Expenditures	<u>\$ 370,353</u>	<u>\$ 370,870</u>	<u>\$ 354,453</u>	<u>\$ 388,820</u>	<u>\$ 388,820</u>	<u>\$ 400,943</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.00	2.00	2.00	2.00	2.00	2.00
Admin/Clerical	0.25	0.25	0.25	-	-	-
Total Funded FTEs	<u>3.25</u>	<u>3.25</u>	<u>3.25</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
50920 Office of Economic Development						
Personnel Services						
1512 Senior level management	\$ 116,583	\$ 116,763	\$ 116,843	\$ 122,685	\$ 122,685	\$ 125,139
1515 Professional & technical salaries	114,255	114,293	114,293	120,008	120,008	122,408
1516 Administrative & clerical salaries	9,030	9,050	1,740	-	-	-
1532 As required- administrative/clerical	-	-	1,503	10,400	10,400	10,400
1595 Overtime	-	-	67	-	-	-
2100 FICA	17,224	17,162	16,581	19,362	19,362	19,733
2200 VRS	32,244	33,905	32,849	28,808	28,808	29,384
2300 Health care	15,318	17,643	22,520	25,357	25,357	30,241
2400 Group life insurance	1,422	672	651	3,204	3,204	2,946
Subtotal	<u>306,076</u>	<u>309,488</u>	<u>307,047</u>	<u>329,824</u>	<u>329,824</u>	<u>340,251</u>
Contractual Services						
3130 Management consulting service	-	182	324	200	200	375
3140 Architectural & engineering svcs	4,079	375	925	2,000	1,500	1,500
3310 Repairs & maintenance	-	21	-	-	-	-
3320 Maintenance service contracts	771	631	692	500	500	500
3500 Printing & binding	3,022	6,876	1,188	850	850	3,800
3600 Advertising	3,763	313	1,299	2,500	2,500	2,500
3920 Misc contractual services	500	-	-	500	1,000	400
Subtotal	<u>12,135</u>	<u>8,398</u>	<u>4,428</u>	<u>6,550</u>	<u>6,550</u>	<u>9,075</u>
Internal Services						
4210 Vehicle maintenance	6,442	5,970	5,328	5,781	5,781	5,977
4211 Misc vehicle maintenance charges	72	108	56	180	180	180
4300 Central store	27	12	12	-	-	25
4700 Imaging system charges	844	696	-	-	-	-
Subtotal	<u>7,385</u>	<u>6,786</u>	<u>5,396</u>	<u>5,961</u>	<u>5,961</u>	<u>6,182</u>
Other Charges						
5210 Postal/messenger service	1,804	1,676	490	1,000	1,000	1,400
5230 Telecommunications	2,683	2,658	2,663	2,800	2,800	4,000
5510 Personnel development	5,218	7,728	3,416	4,820	4,820	4,820
5520 Employee recognition program	-	-	38	-	-	-
5810 Dues & memberships	3,544	2,424	3,173	3,245	3,245	3,255
5850 Mileage expenses	1,157	826	45	500	500	200
5910 Marketing	26,346	28,726	25,043	29,885	29,885	28,685
Subtotal	<u>40,752</u>	<u>44,038</u>	<u>34,868</u>	<u>42,250</u>	<u>42,250</u>	<u>42,360</u>
Materials & Supplies						
6010 Office supplies	1,463	1,274	929	1,100	1,100	1,100
6120 Books & subscriptions	273	216	150	235	235	275
6142 Promotional supplies	644	-	-	-	-	-
6170 Computer mat/supplies	230	670	1,635	500	500	300
Subtotal	<u>2,610</u>	<u>2,160</u>	<u>2,714</u>	<u>1,835</u>	<u>1,835</u>	<u>1,675</u>
Capital Outlay						
8170 Data processing equipment	1,395	-	-	2,400	2,400	1,400
Subtotal	<u>1,395</u>	<u>-</u>	<u>-</u>	<u>2,400</u>	<u>2,400</u>	<u>1,400</u>
Activity Total	<u>\$ 370,353</u>	<u>\$ 370,870</u>	<u>\$ 354,453</u>	<u>\$ 388,820</u>	<u>\$ 388,820</u>	<u>\$ 400,943</u>
Personnel	\$ 306,076	\$ 309,488	\$ 307,047	\$ 329,824	\$ 329,824	\$ 340,251
Non-personnel	64,277	61,382	47,406	58,996	58,996	60,692
	<u>\$ 370,353</u>	<u>\$ 370,870</u>	<u>\$ 354,453</u>	<u>\$ 388,820</u>	<u>\$ 388,820</u>	<u>\$ 400,943</u>
	-2.04%	0.14%	-4.43%	9.70%	9.70%	3.12%

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York County School Division

The Board of Supervisors continues to strongly support quality public education for the County citizens as stated in the following goal: Goal #4: Generate quality educational opportunities for all citizens. This is accomplished through the divisions below. Individual division details follow this summary page.

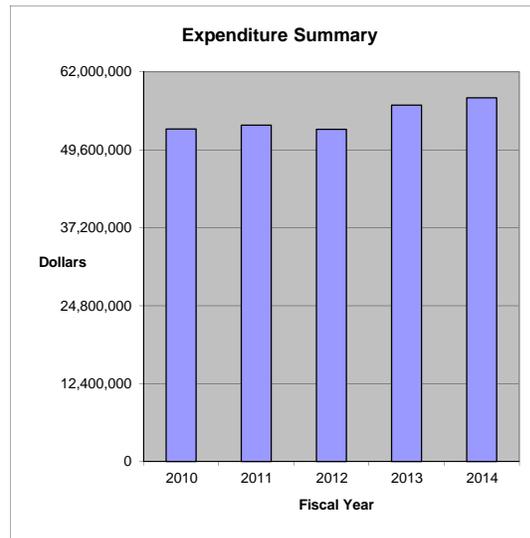
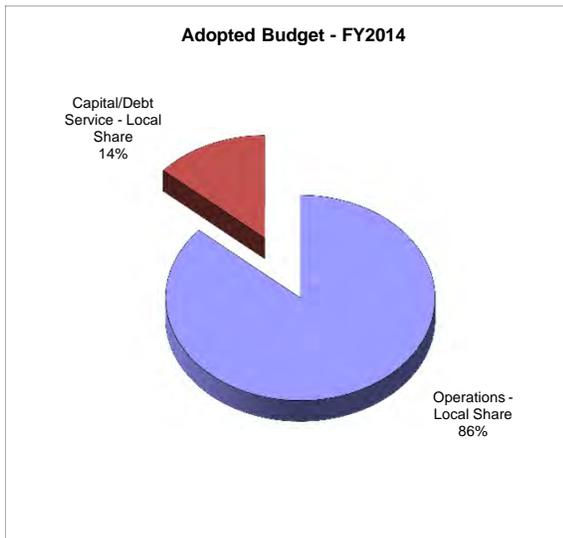
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 50,413,069	\$ 50,910,480	\$ 50,166,003	\$ 54,113,423	\$ 54,113,423	\$ 55,136,916	95.25%
Meals Tax	2,523,028	2,625,621	2,685,783	2,600,000	2,600,000	2,750,000	4.75%
Total Funding Sources	\$ 52,936,097	\$ 53,536,101	\$ 52,851,786	\$ 56,713,423	\$ 56,713,423	\$ 57,886,916	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
School Ops & Capital/Debt Svc-Local	\$ 52,936,097	\$ 53,536,101	\$ 52,851,786	\$ 56,713,423	\$ 56,713,423	\$ 57,886,916	2.07%
Total Expenditures	\$ 52,936,097	\$ 53,536,101	\$ 52,851,786	\$ 56,713,423	\$ 56,713,423	\$ 57,886,916	2.07%

Expenditure by Category							
Operations - Local Share	\$ 44,736,097	\$ 45,336,100	\$ 44,999,315	\$ 48,860,951	\$ 48,860,951	\$ 50,034,444	2.40%
Capital/Debt Service - Local Share	8,200,000	8,200,001	7,852,471	7,852,472	7,852,472	7,852,472	0.00%
Total Expenditures	\$ 52,936,097	\$ 53,536,101	\$ 52,851,786	\$ 56,713,423	\$ 56,713,423	\$ 57,886,916	2.07%

Key Service Indicators

Standards of Quality						
Required Local Effort	\$ 25,427,540	\$ 24,364,131	\$ 24,394,818	\$ 27,991,333	\$ 27,993,592	\$ 27,656,323
Outstanding principal on debt	\$ 60,051,604	\$ 56,446,781	\$ 58,409,393	\$ 54,417,739	\$ 53,342,740	\$ 57,270,000



Education
School Operations & Capital/Debt Service - Local - Activity #60601

Mission

The Board of Supervisors continues to strongly support quality public education for the County citizens in accordance with its goals and objectives. This activity reflects the local support for school operations, maintenance projects, and debt service on funds borrowed for school capital projects.

Budget Comments - FY2014

Funding reflects a 2.4% increase in funding for operations and level funding for capital/debt service on outstanding debt.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 44,736,097	\$ 45,336,100	\$ 44,999,315	\$ 48,860,951	\$ 48,860,951	\$ 50,034,444
Capital/Debt Service	<u>8,200,000</u>	<u>8,200,001</u>	<u>7,852,471</u>	<u>7,852,472</u>	<u>7,852,472</u>	<u>7,852,472</u>
Total Expenditures	<u>\$ 52,936,097</u>	<u>\$ 53,536,101</u>	<u>\$ 52,851,786</u>	<u>\$ 56,713,423</u>	<u>\$ 56,713,423</u>	<u>\$ 57,886,916</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
60601 School Operations & Capital/Debt Service - Local						
Transfers to Other Funds - Operations						
9250 School Operating Fund	\$ 44,736,097	\$ 45,336,100	\$ 44,999,315	\$ 48,860,951	\$ 48,860,951	\$ 50,034,444
Subtotal	<u>44,736,097</u>	<u>45,336,100</u>	<u>44,999,315</u>	<u>48,860,951</u>	<u>48,860,951</u>	<u>50,034,444</u>
Transfers to Other Funds - Capital/Debt Service						
9279 County Capital Fund	1,366,760	1,493,442	795,851	146,230	146,230	292,284
9281 School Bond Fund	<u>6,833,240</u>	<u>6,706,559</u>	<u>7,056,620</u>	<u>7,706,242</u>	<u>7,706,242</u>	<u>7,560,188</u>
Subtotal	<u>8,200,000</u>	<u>8,200,001</u>	<u>7,852,471</u>	<u>7,852,472</u>	<u>7,852,472</u>	<u>7,852,472</u>
Activity Total	<u>\$ 52,936,097</u>	<u>\$ 53,536,101</u>	<u>\$ 52,851,786</u>	<u>\$ 56,713,423</u>	<u>\$ 56,713,423</u>	<u>\$ 57,886,916</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>52,936,097</u>	<u>53,536,101</u>	<u>52,851,786</u>	<u>56,713,423</u>	<u>56,713,423</u>	<u>57,886,916</u>
	<u>\$ 52,936,097</u>	<u>\$ 53,536,101</u>	<u>\$ 52,851,786</u>	<u>\$ 56,713,423</u>	<u>\$ 56,713,423</u>	<u>\$ 57,886,916</u>
	0.00%	1.13%	-1.28%	7.31%	7.31%	2.07%

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Library Services & Cooperative Extension

The York County Public Library serves as an educational, informational, and recreational resource for the community, providing material and services to help residents meet their personal, educational and professional needs through a variety of media resources. Virginia Cooperative Extension empowers people of the Commonwealth to improve their lives through research-based educational experiences focused on their needs and community issues. This is accomplished through the divisions below. Individual division details follow this summary page.

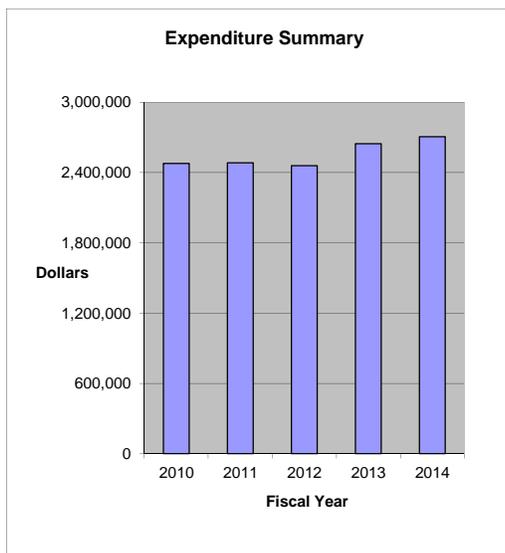
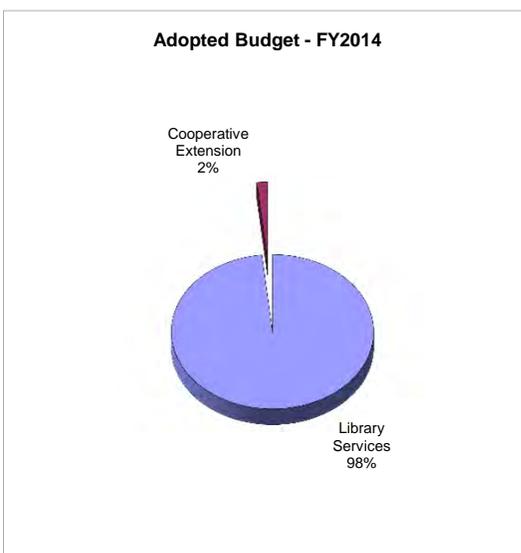
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,227,561	\$ 2,259,694	\$ 2,241,256	\$ 2,432,319	\$ 2,432,319	\$ 2,490,825	92.08%
Charges for Services	68,809	65,801	58,575	68,500	68,500	59,500	2.20%
Donations	11,374	6,586	10,469	-	10,056	-	0.00%
Recovered Costs	-	-	-	-	-	7,700	0.28%
State/Federal Aid & Grants	170,316	150,220	147,983	145,143	148,105	147,247	5.44%
Total Funding Sources	\$ 2,478,060	\$ 2,482,301	\$ 2,458,283	\$ 2,645,962	\$ 2,658,980	\$ 2,705,272	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Library Services	\$ 2,426,096	\$ 2,445,141	\$ 2,426,754	\$ 2,596,367	\$ 2,609,385	\$ 2,659,732	2.44%
Cooperative Extension	51,964	37,160	31,529	49,595	49,595	45,540	-8.18%
Total Expenditures	\$ 2,478,060	\$ 2,482,301	\$ 2,458,283	\$ 2,645,962	\$ 2,658,980	\$ 2,705,272	2.24%

Expenditure by Category							
Personnel	\$ 1,576,309	\$ 1,593,649	\$ 1,549,913	\$ 1,694,145	\$ 1,694,145	\$ 1,701,859	0.46%
Operating	895,752	867,239	875,409	918,417	931,435	956,113	4.10%
Capital	5,999	21,413	32,961	33,400	33,400	47,300	41.62%
Total Expenditures	\$ 2,478,060	\$ 2,482,301	\$ 2,458,283	\$ 2,645,962	\$ 2,658,980	\$ 2,705,272	2.24%

Funded FTEs						
Management	3.00	3.00	3.00	3.00	3.00	3.00
Professional/Technical	27.50	27.50	27.50	27.50	27.00	27.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	32.50	32.50	32.50	32.50	32.00	32.00

Key Service Indicators						
Library patrons	373,227	356,135	490,414	392,639	514,935	540,682
Library circulation of materials	623,015	576,134	562,212	635,188	590,323	619,839
Library reference questions	78,198	73,723	66,842	81,279	70,184	73,693
Library program attendance	14,331	15,385	14,107	16,962	14,812	15,553
Library cards	69,064	72,915	70,684	66,000	66,000	69,000
Coop Education volunteer hours	10,000	11,000	11,000	10,500	10,500	10,750
Horticultural inquiries	6,600	6,000	6,000	6,500	6,500	6,500
Coop Education newsletter recipients	2,712	2,900	3,000	3,115	3,115	3,245



**Library Services & Virginia Cooperative Extension
Library Services - Activity #60731**

Mission

Serves as an educational and recreational resource for York County; provides materials and services to help residents meet their personal, educational and professional needs; and providing citizens information through an ever-changing variety of media resources.

Goals

- To provide services for Adult Services, which provides information services; reference interview process and the evaluation of content, organization, use, of resources in print and electronic formats; assesses user needs and instructs patrons in the use of sources, technologies, and systems that support the retrieval of information.
- To provide services for Youth Services, which provides materials and activities designed to develop and support the informational needs of juvenile patrons including the fostering of reading, learning, and information seeking behavior; and provides youth-oriented outreach services to various public and private agencies.
- To provide services for Acquisitions, which is responsible for the acquisition and collection development of library materials in order to provide for the informational and recreational needs of patrons; selecting, evaluating, and managing collections and information formats as related to the library's goals, user characteristics and needs.
- To provide services for Cataloging, which is responsible for organizing and preparing library materials of various formats for patrons.
- To provide services for Circulation, which is responsible for loan of library materials, customer relations and support, and maintenance of patron records.
- To provide services for Technical Support, which is responsible for the management of the integrated library system and network.
- To provide services for the Law Library (Fund 47 accounts for the Law Library activities, located in the Special Revenue Funds section).
- To provide a free, legally established public library that will serve all residents of York County without discrimination and in full cooperation with the Library of Virginia.
- To provide an excellent collection of library materials to meet the cultural, individual, educational and informational needs of the community.
- To provide children's services and programs to stimulate children's interest in and appreciation for reading and learning.
- To provide all area residents with up-to-date reference collections and services to meet their needs, evaluating and utilizing new appropriate technological resources.

Implementation Strategies

- Provide educational events promoting lifelong learning for citizens of all ages.
- Maintain children's services with programming for school-age children and outreach to early childhood educational agencies.
- Continue to systematically develop and evaluate the library's collection in regards to patron needs.
- Continually evaluate available electronic information resources to provide the best possible resources in the library.
- Promote communication and cooperation with local schools and County agencies in order to make the library system an integral part of the learning experience.
- Increase the marketing/advertisement of library programs and services.
- Promote professional development opportunities for library staff.
- Partner with other County agencies to develop and promote outreach programs for underserved citizens.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Other personnel changes include no funding for a vacant Librarian I, for the fifth consecutive year. An increase in funding to the Williamsburg Regional Library is provided, per agreement. Funding is also provided for an e-book subscription and capital funding is programmed for the routine replacement of computers and for the installation of the e-book software and training.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 1,564,723	\$ 1,581,486	\$ 1,539,998	\$ 1,682,145	\$ 1,682,145	\$ 1,689,859
Operating	855,374	842,242	853,795	882,822	895,840	925,873
Capital	5,999	21,413	32,961	31,400	31,400	44,000
Total Expenditures	<u>\$ 2,426,096</u>	<u>\$ 2,445,141</u>	<u>\$ 2,426,754</u>	<u>\$ 2,596,367</u>	<u>\$ 2,609,385</u>	<u>\$ 2,659,732</u>
<u>Funded FTEs</u>						
Management	3.00	3.00	3.00	3.00	3.00	3.00
Professional/Technical	27.50	27.50	27.50	27.50	27.00	27.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Total Funded FTEs	<u>32.50</u>	<u>32.50</u>	<u>32.50</u>	<u>32.50</u>	<u>32.00</u>	<u>32.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
60731 Library Services						
Personnel Services						
1513 Middle management	\$ 201,743	\$ 202,103	\$ 202,263	\$ 212,376	\$ 212,376	\$ 216,624
1515 Professional & technical salaries	489,179	490,131	455,381	522,823	522,823	521,777
1516 Administrative & clerical salaries	64,502	64,700	64,660	67,935	67,935	69,293
1521 Reg PT professional/technical	408,922	406,556	398,835	403,481	403,481	391,383
1531 As required-professional/technical	-	-	120	-	-	-
1532 As required-administrative/clerical	108,516	107,467	102,684	115,000	115,000	115,000
1595 Overtime	801	482	1,979	1,000	1,000	1,000
1596 Holiday worked	182	-	-	-	-	-
1599 Other pay	330	626	601	500	500	500
2100 FICA	95,030	94,366	90,495	101,218	101,218	100,642
2200 VRS	100,785	106,985	101,593	95,332	95,332	95,873
2300 Health care	90,186	105,948	119,352	151,879	151,879	168,155
2400 Group life insurance	4,547	2,122	2,035	10,601	10,601	9,612
Subtotal	<u>1,564,723</u>	<u>1,581,486</u>	<u>1,539,998</u>	<u>1,682,145</u>	<u>1,682,145</u>	<u>1,689,859</u>
Contractual Services						
3310 Repairs & maintenance	28	37	-	250	250	100
3320 Maintenance service contracts	42,340	43,766	36,860	43,000	43,000	45,000
3510 Library binding	1,780	895	-	-	-	-
3860 Williamsburg Library	425,000	450,500	477,530	506,182	506,182	536,553
3920 Misc contractual services	1,012	350	645	800	800	850
Subtotal	<u>470,160</u>	<u>495,548</u>	<u>515,035</u>	<u>550,232</u>	<u>550,232</u>	<u>582,503</u>
Internal Services						
4210 Vehicle maintenance	4,584	5,041	4,878	5,022	5,022	5,298
4211 Misc vehicle maintenance charges	-	5	-	-	-	-
4300 Central store	119	71	74	75	75	75
Subtotal	<u>4,703</u>	<u>5,117</u>	<u>4,952</u>	<u>5,097</u>	<u>5,097</u>	<u>5,373</u>
Other Charges						
5210 Postal/messenger service	4,921	4,800	4,941	5,000	5,000	5,000
5230 Telecommunications	1,264	638	415	650	650	500
5510 Personnel development	4,704	4,019	2,894	3,000	3,000	3,000
5520 Employee recognition program	644	628	565	600	600	600
5810 Dues & memberships	2,079	1,420	930	1,000	1,000	1,000
Subtotal	<u>13,612</u>	<u>11,505</u>	<u>9,745</u>	<u>10,250</u>	<u>10,250</u>	<u>10,100</u>
Materials & Supplies						
6010 Office supplies	10,408	8,857	8,977	9,000	9,000	9,000
6120 Books & subs-state	-	-	-	145,143	-	147,247
6121 Books & subs-local	-	-	-	131,500	-	141,500
6122 Books & subs-children	73,486	66,943	63,434	-	61,700	-
6123 Books & subs-reference	72,619	47,470	54,501	-	53,000	-
6124 Books & subs-adult	140,980	148,738	144,545	-	144,723	-
6125 Books & subs-young adult	17,989	17,715	16,132	-	20,182	-
6137 Children's supplies	10,233	8,628	6,564	6,375	6,375	7,000
6138 Library supplies	24,800	19,413	14,235	19,875	19,875	17,500
6170 Computer mat/supplies	3,919	3,585	2,469	3,700	3,700	3,500
6171 Small equipment	1,427	1,270	985	500	500	1,000
6172 Minor furnishings	-	-	715	-	-	-
Subtotal	<u>355,861</u>	<u>322,619</u>	<u>312,557</u>	<u>316,093</u>	<u>319,055</u>	<u>326,747</u>
Leases & Rentals						
7100 Operating leases of equipment	1,273	1,030	1,115	1,150	1,150	1,150
7500 Operating leases of building	1,692	1,764	-	-	-	-
Subtotal	<u>2,965</u>	<u>2,794</u>	<u>1,115</u>	<u>1,150</u>	<u>1,150</u>	<u>1,150</u>
Capital Outlay						
8120 Furniture & fixtures	-	2,568	-	-	-	1,000
8170 Data processing equipment	5,999	5,445	32,961	31,400	31,400	36,500
8170-001 Data processing-server	-	13,400	-	-	-	-
8170-002 Software (e-books)	-	-	-	-	-	6,500
Subtotal	<u>5,999</u>	<u>21,413</u>	<u>32,961</u>	<u>31,400</u>	<u>31,400</u>	<u>44,000</u>
Grants & Donations						
9001 Donations	8,073	4,659	10,391	-	10,056	-
Subtotal	<u>8,073</u>	<u>4,659</u>	<u>10,391</u>	<u>-</u>	<u>10,056</u>	<u>-</u>
Activity Total	<u>\$ 2,426,096</u>	<u>\$ 2,445,141</u>	<u>\$ 2,426,754</u>	<u>\$ 2,596,367</u>	<u>\$ 2,609,385</u>	<u>\$ 2,659,732</u>
Personnel	\$ 1,564,723	\$ 1,581,486	\$ 1,539,998	\$ 1,682,145	\$ 1,682,145	\$ 1,689,859
Non-personnel	861,373	863,655	886,756	914,222	927,240	969,873
	<u>\$ 2,426,096</u>	<u>\$ 2,445,141</u>	<u>\$ 2,426,754</u>	<u>\$ 2,596,367</u>	<u>\$ 2,609,385</u>	<u>\$ 2,659,732</u>
	-3.40%	0.79%	-0.75%	6.99%	7.53%	2.44%

**Library Services & Cooperative Extension
Cooperative Extension - Activity #60831**

Mission

Provides research-based educational programs and resources to citizens of the Commonwealth, enabling people to improve their lives through an educational process that utilizes scientific knowledge focused on issues and needs.

Goals

- The Horticultural program provides classes, and resources to address the National Initiatives of pesticide reduction, safe and responsible use of pesticide, sustainable landscape management, resulting in improved water quality.
- The Family and Consumer Sciences program provides classes and resources to address National Initiatives of food safety, reducing heart disease, financial and resource management, and parent education.
- The 4-H youth development program is sponsored by Virginia Cooperative Extension. 4-H is a community of young people across America learning leadership, citizenship and life skills. Virginia Cooperative Extension is a state agency and the educational arm of the U.S. Department of Agriculture. The program is delivered to local youth through a partnership with local government.
- Resources are provided in three specific subject matter areas: Agriculture and Natural Resources (green industry, horticulture and related areas), Family and Consumer Sciences (food safety, human nutrition, financial resource management and related areas), and 4-H Youth Development (assist youth, 4-H camp, teen clubs). Equally important, the programming process of Virginia Cooperative Extension facilitates the involvement of Extension Leadership Councils, program volunteers, targeted learners, and a host of other community resources.

Implementation Strategies

- Expand and continue the use of volunteers in the program to plan, deliver and evaluate educational programs in Agriculture and Natural Resources.
- 4-H camp will be coordinated by a technician with Extension Agent supervision.
- Continue to provide diverse educational program in horticulture to teach citizens specific horticultural practices that will enable participants to protect water quality and reduce pesticide use.
- Increase youth environmental education programming by implementing the "Monarch Initiative," a grant funded elementary school butterfly ecology program.
- Broaden the informational resources on www.yorkcounty.gov/vce.

Budget Comments - FY2014

Funding for contractual services is based on the reimbursement to Virginia Tech for 1/3 of the Agriculture & Natural Resources Agent. Capital funding is provided for the routine replacement of two computers.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures By Category</u>						
Personnel	\$ 11,586	\$ 12,163	\$ 9,915	\$ 12,000	\$ 12,000	\$ 12,000
Operating	40,378	24,997	21,614	35,595	35,595	30,240
Capital	-	-	-	2,000	2,000	3,300
Total Expenditures	\$ 51,964	\$ 37,160	\$ 31,529	\$ 49,595	\$ 49,595	\$ 45,540

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
60831 Cooperative Extension						
Personnel Services						
1532 As required-administrative/clerical	\$ 8,738	\$ 9,724	\$ 8,389	\$ 11,147	\$ 11,147	\$ 11,147
1595 Overtime	2,025	1,575	821	-	-	-
2100 FICA	823	864	705	853	853	853
Subtotal	<u>11,586</u>	<u>12,163</u>	<u>9,915</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Contractual Services						
3320 Maintenance service contracts	860	860	906	910	910	910
3600 Advertising	1,000	750	950	750	750	750
3920 Misc contractual services	30,174	20,467	15,533	31,000	31,000	25,000
Subtotal	<u>32,034</u>	<u>22,077</u>	<u>17,389</u>	<u>32,660</u>	<u>32,660</u>	<u>26,660</u>
Internal Services						
4210 Vehicle maintenance	1,292	946	1,262	1,200	1,200	1,200
Subtotal	<u>1,292</u>	<u>946</u>	<u>1,262</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Other Charges						
5210 Postal/messenger service	190	242	461	300	300	500
5230 Telecommunications	38	59	47	40	40	50
5510 Personnel development	3,002	487	2,036	350	350	700
5520 Employee recognition program	218	-	-	-	-	-
5810 Dues & memberships	105	120	140	150	180	180
Subtotal	<u>3,553</u>	<u>908</u>	<u>2,684</u>	<u>840</u>	<u>870</u>	<u>1,430</u>
Materials & Supplies						
6010 Office supplies	1,197	502	5	600	570	400
6011 Photo supplies	6	-	-	-	-	-
6020 Food & food service supplies	99	141	61	120	120	75
6030 Agricultural supplies	5	-	76	-	-	-
6110 Uniforms & wearing apparel	25	125	-	-	-	125
6120 Books & subscriptions	230	-	-	50	50	25
6170 Computer supplies	437	48	-	-	-	200
Subtotal	<u>1,999</u>	<u>816</u>	<u>142</u>	<u>770</u>	<u>740</u>	<u>825</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	2,000	2,000	3,300
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>	<u>2,000</u>	<u>3,300</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	12	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>12</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contributions						
9765 4-H Club	1,500	250	125	125	125	125
Subtotal	<u>1,500</u>	<u>250</u>	<u>125</u>	<u>125</u>	<u>125</u>	<u>125</u>
Activity Total	<u>\$ 51,964</u>	<u>\$ 37,160</u>	<u>\$ 31,529</u>	<u>\$ 49,595</u>	<u>\$ 49,595</u>	<u>\$ 45,540</u>
Personnel	\$ 11,586	\$ 12,163	\$ 9,915	\$ 12,000	\$ 12,000	\$ 12,000
Non-personnel	40,378	24,997	21,614	37,595	37,595	33,540
	<u>\$ 51,964</u>	<u>\$ 37,160</u>	<u>\$ 31,529</u>	<u>\$ 49,595</u>	<u>\$ 49,595</u>	<u>\$ 45,540</u>
	-4.73%	-28.49%	-15.15%	57.30%	57.30%	-8.18%

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Human Services

Human Services accounts for the managing, providing service, and aiding citizens who need assistance in the areas of health services, social services and financial assistance; and contributing to outside agencies and organizations that assist with low income families, disabilities and other general needs. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 3,672,184	\$ 2,898,607	\$ 2,576,321	\$ 3,130,897	\$ 3,130,897	\$ 3,107,446	96.88%
State/Federal Aid & Grants	64,883	90,553	89,969	100,000	100,000	100,000	3.12%
Total Funding Sources	\$ 3,737,067	\$ 2,989,160	\$ 2,666,290	\$ 3,230,897	\$ 3,230,897	\$ 3,207,446	100.00%
Expenditure by Activity							
Social Services - Local Share	\$ 2,265,293	\$ 1,630,412	\$ 1,357,181	\$ 1,876,235	\$ 1,876,235	\$ 1,876,235	0.00%
Payments to Outside Entities	1,471,774	1,358,748	1,309,109	1,354,662	1,354,662	1,331,211	-1.73%
Total Expenditures	\$ 3,737,067	\$ 2,989,160	\$ 2,666,290	\$ 3,230,897	\$ 3,230,897	\$ 3,207,446	-0.73%
Expenditure by Category							
Personnel	\$ 1,164	\$ 678	\$ 1,066	\$ 1,550	\$ 1,550	\$ 1,550	0.00%
Operating	3,735,903	2,988,482	2,665,224	3,229,347	3,229,347	3,205,896	-0.73%
Total Expenditures	\$ 3,737,067	\$ 2,989,160	\$ 2,666,290	\$ 3,230,897	\$ 3,230,897	\$ 3,207,446	-0.73%

Key Service Indicators

Child Development Resources

Children served 37 24 24 24 16 16

Virginia Peninsula Mayors & Chairs Commission on Homelessness

York County residents who received assistance 155 26 22 20 20 25

Peninsula Health Department

% of York County residents to total clinical 5.90% 7.65% 9.00% 7.65% 10.00% 10.00%

Williamsburg Area Medical Assistance Corporation (WAMAC)

York County resident visits for care 1,829 1,775 1,268 1,775 1,670 1,753

Colonial Behavioral Health

York County cases 1,022 1,040 1,050 1,202 1,058 1,090

York County hours of service 66,000 69,000 66,644 73,850 70,300 73,850

Meals on Wheels

York County residents meals served 5,750 5,750 5,000 6,250 5,200 5,400

Peninsula Agency on Aging

York County - dining center meals 7,007 5,409 4,491 5,500 4,980 4,980

York County - home delivered meals 3,354 3,354 3,832 3,500 3,320 3,320

York County - personal care (hours) 1,990 1,833 1,968 1,800 1,960 1,960

Housing Partnerships

Home repairs 28 14 13 15 15 15

Avalon: A Center for Women & Children

York County residents that needed shelter 61 33 28 30 35 35

Transitions Family Violence

Emergency nights of shelter 10 3 4 10 8 15

HOTLINE calls 81 31 21 50 25 30

Historic Triangle Senior Center

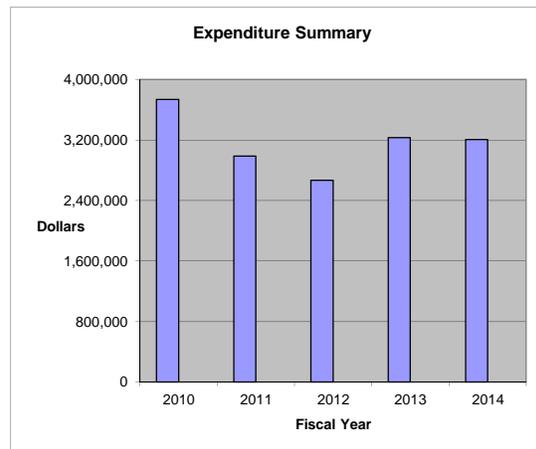
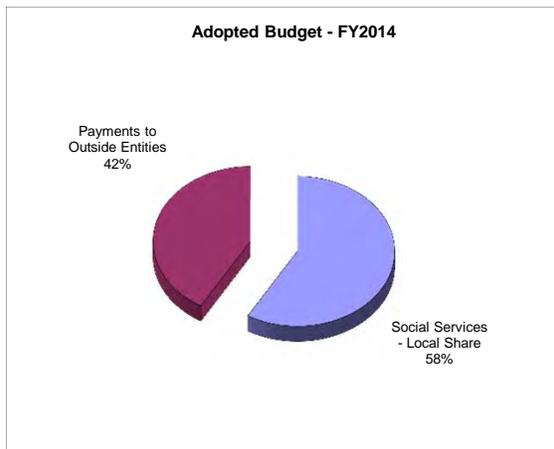
Activities which Seniors participated 711 711 1264 478 1264 1264

Hospice Care of Williamsburg

Days of service provided to York County residents 2,830 3,256 3,125 3,500 3,200 3,300

Colonial Court Appointed Special Advocates (CASA)

Children served 31 40 47 50 50 50



Human Services
Social Services - Local Share - Activity #61533

Mission

The General Fund contributes to the operation of the Social Services Fund for its local match for administration, programs and for the Comprehensive Services Act. Social Services is responsible for promoting self-sufficiency, self-support, and self-esteem among those less fortunate. There are financial assistance programs available to aid needy persons within the community. The Comprehensive Services Act requires local governments to provide certain residential or intensive in-home therapeutic services to troubled youth.

Budget Comments - FY2014

The local share for Social Service programs and the Comprehensive Services Act is level funded. The use of fund balance, representing excess local funds accumulated in prior years, is planned to balance funding sources with expenditures.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 1,164	\$ 678	\$ 1,066	\$ 1,550	\$ 1,550	\$ 1,550
Operating	<u>2,264,129</u>	<u>1,629,734</u>	<u>1,356,115</u>	<u>1,874,685</u>	<u>1,874,685</u>	<u>1,874,685</u>
Total Expenditures	<u>\$ 2,265,293</u>	<u>\$ 1,630,412</u>	<u>\$ 1,357,181</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
61533 Social Services - Local Share						
Personnel Services						
1500 Board & commissions	\$ 1,080	\$ 630	\$ 990	\$ 1,440	\$ 1,440	\$ 1,440
2100 FICA	84	48	76	110	110	110
Subtotal	<u>1,164</u>	<u>678</u>	<u>1,066</u>	<u>1,550</u>	<u>1,550</u>	<u>1,550</u>
Transfers to Other Funds						
9213 Social Services Fund	1,853,640	1,341,242	1,126,894	1,502,525	1,502,525	1,502,525
9213-001 Comprehensive Svc Act (CSA)	344,086	246,747	189,763	272,160	272,160	272,160
9213-002 CSA Medicaid - local	87,020	53,515	39,458	100,000	100,000	100,000
9213-002-300 ARRA CSA Medicaid	(20,617)	(11,770)	-	-	-	-
Subtotal	<u>2,264,129</u>	<u>1,629,734</u>	<u>1,356,115</u>	<u>1,874,685</u>	<u>1,874,685</u>	<u>1,874,685</u>
Activity Total	<u>\$ 2,265,293</u>	<u>\$ 1,630,412</u>	<u>\$ 1,357,181</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>
Personnel	\$ 1,164	\$ 678	\$ 1,066	\$ 1,550	\$ 1,550	\$ 1,550
Non-personnel	<u>2,264,129</u>	<u>1,629,734</u>	<u>1,356,115</u>	<u>1,874,685</u>	<u>1,874,685</u>	<u>1,874,685</u>
	<u>\$ 2,265,293</u>	<u>\$ 1,630,412</u>	<u>\$ 1,357,181</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>	<u>\$ 1,876,235</u>
	3.20%	-28.03%	-16.76%	38.25%	38.25%	0.00%

Human Services
Payments to Outside Entities - Activity #61535

This activity provides support for the following programs:

Child Development Resources: Provides early childhood developmental programs for economically disadvantaged or otherwise qualified York County families.

Child Food Service: Contribution to the food service program.

Virginia Peninsula Mayors & Chairs Commission on Homelessness: Agreement between localities to provide leadership and oversight for a regional plan to address homelessness.

The Peninsula Health Department: Initiates and maintains a cooperative agreement between each of the five local governments (Newport News, James City County, York County, Poquoson, and Williamsburg) and the Commonwealth of Virginia. The County's minimum "match" requirement is 45% of the York County portion of the total Health District Budget. The Department's mission is to promote optimum health and healthy lifestyles for the citizens of York County; to assure vital statistics, health information, preventative, and environmental health services are available to the citizens of the County; to provide medical services for low income citizens; and to carry out other responsibilities assigned by action of the County Board of Supervisors and the Virginia General Assembly.

Williamsburg Area Medical Assistance Corporation (WAMAC): An innovative public-private partnership formed in 1993 by the contiguous communities of James City County, York County, and the City of Williamsburg. It operates Olde Towne Medical Center, a community-based, non-profit, 501 (c) 3 rural health center which provides comprehensive primary health care to the un- and under-insured, Medicaid and Medicare population living in the Williamsburg, Virginia area.

Colonial Behavioral Health: Established by the Counties of York and James City and the Cities of Poquoson and Williamsburg to provide a system of comprehensive community health, intellectual/developmental disability and substance abuse disorder services. The following services are provided: Adolescent Substance Use Disorder Services, Case Management, Early Intervention, Emergency Services, Employee Assistance Program, Greater Williamsburg Child Assessment Center, Mental Health Support, Opportunities Unlimited Day Support, Outpatient Counseling, Pathways Senior Services, People's Place Psychological Rehabilitative Services, Prevention Services, Psychiatric Services, Residential Services, and Supportive Services.

Meals on Wheels: Responsible for delivering meals to York County residents in need of this service.

Peninsula Agency on Aging: Assists older individuals, 60 years or older, to live independently for as long as possible.

Housing Partnerships: Utilizes volunteer labor to repair and replace substandard housing in James City County, Williamsburg, and York County.

Avalon: A Center for Women & Children: Provides services to victims of domestic and sexual violence and homelessness in James City County, Williamsburg, and York County.

Transitions Family Violence: Provides services to victims, both adult and children, of family violence.

Historic Triangle Senior Center: Provides an affordable and accessible array of integrated services, leisure and recreational activities, educational and cultural events, and information on health and safety issues affecting the elderly, as well as, volunteer opportunities and intergenerational programs.

Hospice Care of Williamsburg: Includes caring for terminally-ill patients living at home and providing necessary equipment and supplies.

Colonial Court Appointed Special Advocates (CASA): Provides services by way of well-trained community volunteers who advocate on behalf of community children that have been found to be abused and neglected.

Budget Comments - FY2014

Level funding is programmed with the exception of Child Development Resources, which is based on an agreement; Peninsula Health Department and WAMAC, which are based on local match requirements and usage; and Colonial Behavioral Health, which is based on a 3% projected increase in York County cases next year.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 1,471,774	\$ 1,358,748	\$ 1,309,109	\$ 1,354,662	\$ 1,354,662	\$ 1,331,211
Total Expenditures	\$ 1,471,774	\$ 1,358,748	\$ 1,309,109	\$ 1,354,662	\$ 1,354,662	\$ 1,331,211

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
61535 Payments to Outside Entities						
Contractual Services						
3834 Child Development Resources	\$ 177,034	\$ 177,034	\$ 173,493	\$ 173,493	\$ 115,662	\$ 115,662
3838 Child Food Services	2,208	2,208	2,400	2,400	2,400	2,400
3849 VA Pen Myrs & Chrs Comm on Homelessness	14,454	14,454	7,227	7,227	7,227	7,227
3870 Peninsula Health Dept	343,344	292,612	288,573	307,269	314,704	314,704
3871 Wmsbg Med Assist Corps	84,170	84,170	82,487	82,487	82,487	86,611
3880 Colonial Behavioral Health	731,434	731,434	731,434	760,691	760,691	783,512
Subtotal	<u>1,352,644</u>	<u>1,301,912</u>	<u>1,285,614</u>	<u>1,333,567</u>	<u>1,283,171</u>	<u>1,310,116</u>
Contributions						
9000 Contingency	-	-	-	-	50,396	-
9730 Meals on Wheels - York	13,500	6,412	3,206	3,206	3,206	3,206
9731 Peninsula Agency on Aging	14,835	7,046	3,523	3,523	3,523	3,523
9732 Retired Sr. Volunteer Prog	3,825	1,817	-	-	-	-
9733 Foster Grandparents Prog	3,640	1,729	-	-	-	-
9735 Housing Partnerships	18,200	8,645	4,323	4,323	4,323	4,323
9736 Avalon Center (Williamsburg)	16,640	7,904	3,952	3,952	3,952	3,952
9737 Transitions Family Violence Services	15,600	7,410	3,705	3,705	3,705	3,705
9740 Peninsula READS	3,120	1,482	-	-	-	-
9743 Williamsburg H.T. Senior Center	2,600	1,235	401	401	401	401
9748 Insight Enterprises, Inc.	3,640	1,729	-	-	-	-
9790 Hospice Care of Williamsburg	6,000	2,850	1,425	1,425	1,425	1,425
9800 Lackey Free Medical Clinic	5,200	2,470	-	-	-	-
9802 American Red Cross York-Poquoson	10,400	4,940	2,400	-	-	-
9804 Historic Trgle Subst Abuse Coalition	1,930	917	-	-	-	-
9805 Colonial Court Appt Spec Advocates (CASA)	-	250	560	560	560	560
Subtotal	<u>119,130</u>	<u>56,836</u>	<u>23,495</u>	<u>21,095</u>	<u>71,491</u>	<u>21,095</u>
Activity Total	<u>\$ 1,471,774</u>	<u>\$ 1,358,748</u>	<u>\$ 1,309,109</u>	<u>\$ 1,354,662</u>	<u>\$ 1,354,662</u>	<u>\$ 1,331,211</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,471,774</u>	<u>1,358,748</u>	<u>1,309,109</u>	<u>1,354,662</u>	<u>1,354,662</u>	<u>1,331,211</u>
	<u>-1.00%</u>	<u>-7.68%</u>	<u>-3.65%</u>	<u>3.48%</u>	<u>3.48%</u>	<u>-1.73%</u>

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General Services

The Department of General Services is responsible for the management, design, construction, and delivery of maintenance services for York County. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 5,660,446	\$ 5,528,529	\$ 5,477,728	\$ 5,215,168	\$ 5,227,906	\$ 5,527,308	81.76%
Rental of Equipment & Facility	69,067	55,776	53,195	40,000	40,000	55,000	0.81%
State/Federal Aid & Grants	13,247	-	40,755	-	-	-	0.00%
Donations	2,000	4,600	3,600	-	1,800	3,600	0.05%
York-Poquoson Courthouse	48,901	58,629	51,553	34,102	34,102	39,411	0.58%
Recovered Costs	-	-	-	-	1,555	-	0.00%
Insurance Recovery	4,797	581	10,227	-	-	-	0.00%
Streetlight & Signage Support	37,705	14,953	7,389	25,000	25,000	15,000	0.22%
School Support	1,129,722	1,129,722	1,121,365	1,121,365	1,121,365	1,121,365	16.58%
Total Funding Sources	\$ 6,965,885	\$ 6,792,790	\$ 6,765,812	\$ 6,435,635	\$ 6,451,728	\$ 6,761,684	100.00%

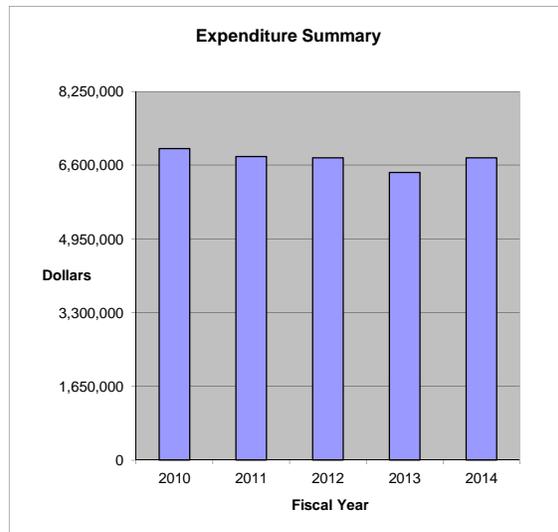
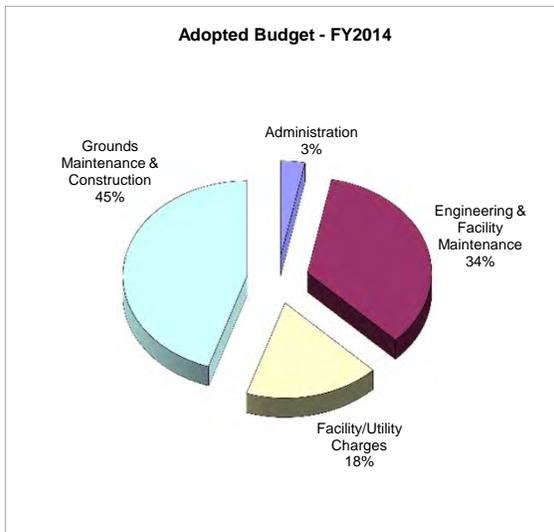
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Administration	\$ 208,485	\$ 164,074	\$ 157,226	\$ 208,910	\$ 208,910	\$ 211,505	1.24%
Engineering & Facility Maintenance	2,261,864	2,224,794	2,299,595	2,090,020	2,104,272	2,322,370	11.12%
Facility/Utility Charges	927,334	1,002,279	1,011,411	1,228,700	1,230,500	1,186,500	-3.43%
Telecommunications	282,657	271,741	284,200	-	-	-	0.00%
Grounds Maintenance & Construction	3,285,545	3,129,902	3,013,380	2,908,005	2,908,046	3,041,309	4.58%
Total Expenditures	\$ 6,965,885	\$ 6,792,790	\$ 6,765,812	\$ 6,435,635	\$ 6,451,728	\$ 6,761,684	5.07%

Expenditure by Category							
Personnel	\$ 3,711,532	\$ 3,659,250	\$ 3,648,935	\$ 3,501,115	\$ 3,501,115	\$ 3,735,573	6.70%
Operating	3,163,307	2,998,608	2,992,683	2,800,220	2,803,897	2,924,061	4.42%
Capital	91,046	134,932	124,194	134,300	146,716	102,050	-24.01%
Total Expenditures	\$ 6,965,885	\$ 6,792,790	\$ 6,765,812	\$ 6,435,635	\$ 6,451,728	\$ 6,761,684	5.07%

Funded FTEs						
Management	3.00	3.00	2.40	2.40	2.40	2.40
Professional/Technical	16.00	17.00	18.00	16.00	17.00	17.70
Admin/Clerical	3.00	3.00	3.00	2.00	2.00	2.00
Trades & Crafts	46.00	46.00	43.00	36.00	34.00	35.00
Total Funded FTEs	68.00	69.00	66.40	56.40	55.40	57.10

Key Service Indicators						
Gross square feet of facilities	375,074	383,029	519,108	519,108	519,108	520,116
Adjusted average age of facilities (years)	17.1	18.1	17.9	18.9	18.9	19.8
Work orders generated	1,906	1,913	2,514	2,200	2,200	3,600
Energy cost per square foot	\$ 1.64	\$ 1.73	\$ 2.01	\$ 1.95	\$ 1.95	\$ 2.05
Phone lines	1,304	1,290	1,278	**	**	**
Phone calls	2,182,866	2,053,313	1,949,015	**	**	**
Athletic fields	77	77	77	77	77	77
Miles of roadway mowed	27	28	32	32	32	32
Park acreage	300	300	300	300	300	300

** Telecommunications has been transferred to Financial and Management Services, in the Computer Support Division.



General Services
General Services Administration - Activity #70119

Mission

Provides leadership, supervision, and administrative support to the Department of General Services including Vehicle Maintenance and quality service to all customers.

Goals

- Provide quality, cost-effective administrative support for the Department of General Services.

Implementation Strategies

- Ensure division managers develop and implement the necessary programs to meet our mission and goals through employee training, performance evaluations, budget preparation, and performance measurement.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Funding has been provided in vehicle maintenance for a departmental vehicle. Capital funding is programmed for the routine replacement of a printer.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditures</u>						
Personnel	\$ 199,050	\$ 158,208	\$ 146,807	\$ 191,205	\$ 191,205	\$ 195,172
Operating	9,435	5,866	9,065	8,005	8,251	14,833
Capital	-	-	1,354	9,700	9,454	1,500
Total Expenditures	<u>\$ 208,485</u>	<u>\$ 164,074</u>	<u>\$ 157,226</u>	<u>\$ 208,910</u>	<u>\$ 208,910</u>	<u>\$ 211,505</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
70119 General Services Administration						
Personnel Services						
1512 Senior level management	\$ 113,187	\$ 78,897	\$ 67,908	\$ 102,993	\$ 102,993	\$ 105,053
1515 Professional & technical salaries	32,461	46,888	46,888	49,232	49,232	50,217
1516 Administrative & clerical salaries	14,347	-	-	-	-	-
1595 Overtime	146	482	499	500	500	500
2100 FICA	11,962	9,255	8,810	11,683	11,683	11,916
2200 VRS	21,505	17,291	16,514	18,069	18,069	18,431
2300 Health care	4,494	5,052	5,861	6,719	6,719	7,207
2400 Group life insurance	948	343	327	2,009	2,009	1,848
Subtotal	<u>199,050</u>	<u>158,208</u>	<u>146,807</u>	<u>191,205</u>	<u>191,205</u>	<u>195,172</u>
Contractual Services						
3320 Maintenance service contracts	1,745	1,649	1,456	2,080	2,080	1,490
3500 Printing & binding	-	-	80	-	-	-
Subtotal	<u>1,745</u>	<u>1,649</u>	<u>1,536</u>	<u>2,080</u>	<u>2,080</u>	<u>1,490</u>
Internal Services						
4210 Vehicle maintenance	2,446	-	421	-	-	5,688
4300 Central store	52	47	49	50	50	50
Subtotal	<u>2,498</u>	<u>47</u>	<u>470</u>	<u>50</u>	<u>50</u>	<u>5,738</u>
Other Charges						
5210 Postal/messenger service	131	111	108	100	100	100
5230 Telecommunications	270	8	19	675	675	895
5510 Personnel development	350	600	-	1,000	1,000	1,500
5520 Employee recognition program	1,002	1,000	999	1,000	1,000	1,000
5810 Dues & memberships	15	70	15	1,050	1,050	1,050
5920 Awards & recognition	-	-	60	-	-	60
Subtotal	<u>1,768</u>	<u>1,789</u>	<u>1,201</u>	<u>3,825</u>	<u>3,825</u>	<u>4,605</u>
Materials & Supplies						
6010 Office supplies	2,391	2,041	1,006	1,800	1,800	2,400
6020 Food & food service supplies	200	61	-	-	-	-
6120 Books & subscriptions	243	156	468	150	150	400
6140 Other operating supplies	80	38	-	-	-	-
6170 Computer mat/supplies	510	85	571	100	346	200
Subtotal	<u>3,424</u>	<u>2,381</u>	<u>2,045</u>	<u>2,050</u>	<u>2,296</u>	<u>3,000</u>
Capital Outlay						
8170 Data processing equipment	-	-	1,354	9,700	9,454	1,500
Subtotal	<u>-</u>	<u>-</u>	<u>1,354</u>	<u>9,700</u>	<u>9,454</u>	<u>1,500</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	3,813	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>3,813</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 208,485</u>	<u>\$ 164,074</u>	<u>\$ 157,226</u>	<u>\$ 208,910</u>	<u>\$ 208,910</u>	<u>\$ 211,505</u>
Personnel	\$ 199,050	\$ 158,208	\$ 146,807	\$ 191,205	\$ 191,205	\$ 195,172
Non-personnel	9,435	5,866	10,419	17,705	17,705	16,333
	<u>\$ 208,485</u>	<u>\$ 164,074</u>	<u>\$ 157,226</u>	<u>\$ 208,910</u>	<u>\$ 208,910</u>	<u>\$ 211,505</u>
	-2.20%	-21.30%	-4.17%	32.87%	32.87%	1.24%

**General Services
Engineering & Facility Maintenance - Activity #70431**

Mission

Provide timely, efficient, and cost-effective maintenance and repair, construction and facility support services to enhance the working environment for County employees and the quality of life for our community.

Goals

- Award all Capital Improvement Program projects in year of appropriation, complete all projects within budget and on schedule, and financially close all projects within 120 days of taking occupancy.
- Provide effective facility maintenance programs to help ensure mission accomplishment, protect County resources, provide quality work places, and ensure excellent customer service.
- Complete 95% of critical preventive maintenance tasks on schedule, strive for zero customer requests for minor work over 30 days old, repair at least 98% of emergencies within 24 hours, and provide timely response to high-priority, major work orders.
- Improve planning and budgeting efforts by conducting annual audits on select facilities, developing an effective preventive maintenance program, and controlling backlog growth through sound programming and resource advocacy.
- Ensure Division employees have the information, resources, and motivation necessary to perform their best while providing quality service.

Implementation Strategies

- Use a balance of miscellaneous contract repair and minor construction services and in-house work to optimize customer support and perform critical preventive maintenance tasks.
- Make greater use of in-house and contract audit initiatives to develop building system upgrade/replacement plans based on cost-effective industry standards and life-cycle replacement strategies.
- Continue to deploy and utilize new asset management software to improve preventive maintenance programs for facility systems to lower frequency and costs of maintenance.
- Invest in employee training to improve energy and facility management practices.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional personnel funding is provided for work-as-required. Funding for one position was shifted from Grounds Maintenance & Construction (70434) and another from Housing & Special Programs (81547). Operating increases are provided in contractual services, vehicle maintenance and materials & supplies. Capital funding includes the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 1,374,824	\$ 1,365,120	\$ 1,413,176	\$ 1,274,744	\$ 1,274,744	\$ 1,435,555
Operating	879,366	828,486	869,575	794,276	795,866	874,865
Capital	7,674	31,188	16,844	21,000	33,662	11,950
Total Expenditures	<u>\$ 2,261,864</u>	<u>\$ 2,224,794</u>	<u>\$ 2,299,595</u>	<u>\$ 2,090,020</u>	<u>\$ 2,104,272</u>	<u>\$ 2,322,370</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	6.00	6.00	8.00	7.00	7.00	7.70
Admin/Clerical	1.00	1.00	1.00	-	-	-
Trades & Crafts	13.00	13.00	12.00	9.00	9.00	10.00
Total Funded FTEs	<u>21.00</u>	<u>21.00</u>	<u>22.00</u>	<u>17.00</u>	<u>17.00</u>	<u>18.70</u>

General Fund Expenditures		FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
		Actual	Actual	Actual	Original	Estimated	Adopted
		Expenditures	Expenditures	Expenditures	Budget	Budget	Budget
70431	Engineering & Facility Maintenance						
Personnel Services							
1513	Middle management	\$ 90,508	\$ 90,688	\$ 93,561	\$ 100,071	\$ 100,071	\$ 102,072
1515	Professional & technical salaries	331,422	335,139	366,569	405,912	405,912	432,719
1516	Administrative & clerical salaries	42,465	42,465	42,465	-	-	-
1518	Trades & crafts	526,436	518,496	526,851	430,263	430,263	506,689
1533	As required-trades/crafts	47,261	31,824	16,487	16,000	16,000	25,000
1595	Overtime	19,314	12,937	16,048	19,750	19,750	19,750
1596	Holiday worked	712	564	2,049	750	750	1,200
1599	Other pay	6,646	6,504	7,016	6,656	6,656	6,656
2100	FICA	78,763	76,788	79,481	74,924	74,924	83,698
2200	VRS	132,797	139,356	145,348	111,132	111,132	123,624
2300	Health care	92,634	107,559	114,419	96,928	96,928	121,753
2400	Group life insurance	5,866	2,800	2,882	12,358	12,358	12,394
	Subtotal	<u>1,374,824</u>	<u>1,365,120</u>	<u>1,413,176</u>	<u>1,274,744</u>	<u>1,274,744</u>	<u>1,435,555</u>
Contractual Services							
3310	Repairs & maintenance	53,629	27,213	32,802	73,000	72,100	73,000
3310-100	Waterfront repairs & maint	6,602	1,598	5,266	11,500	11,500	11,500
3310-200	Repairs & maint-Sports Complex	3,801	1,325	577	6,500	6,500	6,500
3320	Maint svc contracts	48,260	50,888	62,470	64,700	64,700	72,800
3320-003	Workorder maintenance	11,599	11,599	14,119	3,000	3,900	2,650
3320-100	Waterfront maint svc contracts	20,334	21,942	23,577	21,050	21,050	21,200
3320-200	Maint svc contracts-Sports Complex	161	42	42	200	200	200
3321	Custodial contract/Special service	14,500	21,760	9,487	5,000	5,000	10,000
3321-001	Custodial-Courthouse	76,035	63,864	48,240	48,240	48,240	49,050
3321-002	Custodial-Tabb Library	42,423	41,099	39,540	39,540	39,540	40,200
3321-005	Custodial-Other	1,251	-	-	-	-	-
3321-006	Custodial-Yorktown Library	21,718	15,395	6,620	6,620	6,620	6,750
3321-007	Custodial-Rodger's Smith Boat	6,309	4,996	7,795	7,795	7,795	7,950
3321-008	Custodial-Finance	21,539	25,246	31,000	31,000	31,000	31,550
3321-009	Custodial-Gen Services	7,922	6,384	4,260	4,260	4,260	4,350
3321-010	Custodial-Parks & Recreation	7,885	6,351	4,320	4,320	4,320	4,400
3321-011	Custodial-Senior Center	10,432	9,600	8,700	8,700	8,700	8,850
3321-013	Custodial-Building Regulation building	3,757	3,921	4,200	4,200	4,200	4,300
3321-014	Custodial-Emergency Comm Center	9,533	8,785	7,800	7,800	7,800	7,950
3321-015	Custodial-Vehicle Maint	4,841	3,977	2,820	2,820	2,820	2,900
3321-016	Custodial-Bldgs & Ground Maint	5,712	5,642	5,640	5,640	5,640	5,750
3321-017	Custodial-Public Safety	20,902	20,692	20,700	20,700	20,700	21,050
3321-018	Custodial-York Hall	11,218	10,049	8,820	8,820	8,820	9,000
3321-019	Custodial-Post Office/CSS	497	-	-	-	-	2,100
3321-020	Custodial-Griffin-Yeates Center	33,178	28,636	22,920	22,920	22,920	23,350
3321-021	Custodial-Charles Brown Park	10,426	8,417	5,700	5,700	5,700	5,800
3321-023	Custodial-DARE Sheriff Sat Office	3,266	2,856	2,580	2,580	2,580	2,650
3321-024	Custodial-Kiln Creek Park	5,457	6,125	10,731	10,731	10,731	10,950
3321-025	Custodial-New Quarter Park	3,877	4,001	4,224	4,224	4,224	4,300
3321-026	Custodial-Chisman Creek Park	4,548	4,165	3,780	3,780	3,780	3,850
3321-027	Custodial-Wolftrap Park	5,098	4,840	4,560	4,560	4,560	4,650
3321-028	Custodial-Wormley Creek	1,524	1,526	1,560	1,560	1,560	1,600
3321-029	Custodial-Back Creek Park	2,065	3,444	5,400	5,400	5,400	5,500
3321-030	Custodial-Stormwater Building	3,498	3,116	2,580	2,580	2,580	2,650
3321-031	Custodial-County Administration	-	-	-	-	-	11,400
3321-100	Custodial-Waterfront	105,638	105,511	106,294	109,000	109,000	110,850
3321-200	Custodial-Sports Complex	4,188	3,593	2,760	2,760	2,760	2,850
3322	Professional services	475	-	-	-	-	-
3392	Repair/maint-insurance recovery	7,866	-	6,142	-	-	-
3392-100	Repair/maint-insurance recovery	1,775	968	-	-	-	-
3600	Advertising	-	205	-	-	-	-
3920	Misc contractual services	3,485	4,490	4,941	1,295	1,295	1,400
3920-100	Misc contr svcs-Waterfront	650	1,750	1,200	2,500	2,500	2,500
3920-200	Misc contractual services-Sprts Cmplx	-	142	668	300	300	500
3930	Uniform support svcs & entrance mats	2,043	301	166	165	165	-
	Subtotal	<u>609,917</u>	<u>546,454</u>	<u>535,001</u>	<u>565,460</u>	<u>565,460</u>	<u>598,800</u>
Internal Services							
4210	Vehicle maintenance	95,387	103,157	106,655	82,676	82,676	105,000
4300	Central store	95	107	96	50	50	100
	Subtotal	<u>95,482</u>	<u>103,264</u>	<u>106,751</u>	<u>82,726</u>	<u>82,726</u>	<u>105,100</u>
Other Charges							
5210	Postal/messenger service	142	337	88	225	225	100
5230	Telecommunications	8,291	7,337	6,757	6,600	6,600	8,120
5230-100	Telecommunications-Freight Shed	522	884	757	900	900	1,070
5510	Personnel development	578	1,772	645	3,000	3,000	3,000
5810	Dues & memberships	120	155	90	630	505	-
5828	Permits & licenses	-	190	-	55	180	1,120
5828-100	Permits & licenses-Waterfront	-	-	25	-	-	-
	Subtotal	<u>9,653</u>	<u>10,675</u>	<u>8,362</u>	<u>11,410</u>	<u>11,410</u>	<u>13,410</u>

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General Fund Expenditures		FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
		Actual	Actual	Actual	Original	Estimated	Adopted
		<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
70431	Engineering & Facility Maintenance						
Materials & Supplies							
6010	Office supplies	1,465	856	733	1,000	1,000	1,000
6010-100	Office supplies-Freight Shed	39	157	63	250	250	250
6050	Housekeep/janitorial	11,209	9,339	4,237	6,000	6,000	7,500
6050-100	Housekeep/janit-Waterfront	1,516	10	948	1,000	1,000	1,000
6050-200	Housekeep/janitorial-Sprts Complx	3,459	2,443	3,871	3,000	3,000	3,800
6070	Repair & maint supplies	86,613	109,450	116,302	82,400	82,400	96,000
6070-100	R & M sup-Waterfront	13,066	10,728	18,807	13,100	13,100	15,000
6070-100-073	R & M sup-RWL	-	-	-	-	1,514	-
6070-200	R & M sup-Sports Complex	2,899	2,421	3,646	3,500	3,500	3,500
6075	Sign materials & supplies	11,243	8,096	6,585	8,000	8,000	7,000
6075-100	Waterfront sign materials	1,649	2,860	2,733	2,500	2,500	2,500
6075-200	Sign materials & supplies-Sprts Complx	-	-	-	500	500	500
6092	Mat/sup insurance recovery	9,459	1,457	6,936	-	76	-
6110	Uniforms/wearing apparel	6,601	6,302	10,275	5,750	5,750	7,000
6120	Books & subscriptions	403	262	110	480	480	480
6140	Other operating supplies	268	3	-	-	-	-
6170	Computer mat/supplies	393	928	964	1,400	1,400	1,400
6171	Small equipment	10,669	9,837	13,440	4,980	4,980	7,500
6172-100	Minor furnishings-Waterfront	1,179	609	-	625	625	625
	Subtotal	<u>162,130</u>	<u>165,758</u>	<u>189,650</u>	<u>134,485</u>	<u>136,075</u>	<u>155,055</u>
Leases & Rentals							
7105	General equipment rental	2,672	2,057	1,785	1,195	1,195	2,000
7105-100	Equipment rental-Waterfront	945	433	-	1,000	1,000	500
	Subtotal	<u>3,617</u>	<u>2,490</u>	<u>1,785</u>	<u>2,195</u>	<u>2,195</u>	<u>2,500</u>
Capital Outlay							
8110	Machinery/equipment	-	23,157	7,418	3,000	3,000	3,000
8110-100	Machinery/equipment-Waterfront	-	-	1,126	-	-	-
8113	Equipment/Insurance Recovery	-	-	1,040	-	12,662	-
8170	Data processing equipment	3,441	4,685	3,306	13,000	13,000	3,950
8719	Street signs	4,233	3,346	3,954	5,000	5,000	5,000
	Subtotal	<u>7,674</u>	<u>31,188</u>	<u>16,844</u>	<u>21,000</u>	<u>33,662</u>	<u>11,950</u>
Grants & Donations							
8908-212	Hurricane Irene (nonpersonnel)	-	-	27,976	-	-	-
8908-212-001	Hurricane Irene (nonpersonnel)	-	-	500	-	-	-
9001	Yorktown Go Green	567	-	-	-	-	-
	Subtotal	<u>567</u>	<u>-</u>	<u>28,476</u>	<u>-</u>	<u>-</u>	<u>-</u>
Chargeouts							
9895	Chargeouts-signs	(2,000)	(155)	(450)	(2,000)	(2,000)	-
	Subtotal	<u>(2,000)</u>	<u>(155)</u>	<u>(450)</u>	<u>(2,000)</u>	<u>(2,000)</u>	<u>-</u>
	Activity Total	<u>\$ 2,261,864</u>	<u>\$ 2,224,794</u>	<u>\$ 2,299,595</u>	<u>\$ 2,090,020</u>	<u>\$ 2,104,272</u>	<u>\$ 2,322,370</u>
	Personnel	\$ 1,374,824	\$ 1,365,120	\$ 1,413,176	\$ 1,274,744	\$ 1,274,744	\$ 1,435,555
	Non-personnel	<u>887,040</u>	<u>859,674</u>	<u>886,419</u>	<u>815,276</u>	<u>829,528</u>	<u>886,815</u>
		<u>\$ 2,261,864</u>	<u>\$ 2,224,794</u>	<u>\$ 2,299,595</u>	<u>\$ 2,090,020</u>	<u>\$ 2,104,272</u>	<u>\$ 2,322,370</u>
		-1.81%	-1.64%	3.36%	-9.11%	-8.49%	11.12%

General Services
Facility/Utility Charges - Activity #70432

Mission

Provide adequate, efficient, and cost-effective utility services at County facilities and enhance public safety by providing streetlights in certain areas.

Goals

- Provide electrical, water, gas, heating, and sewer services for County facilities and parks.
- Provide solid waste services for County facilities.

Implementation Strategies

- Improve energy management by continuously monitoring energy use, effectively using Staefa Energy Management equipment, and maintaining efficient building systems.
- Renew the County's Virginia Energy Purchasing Governmental Association (VEPGA) Agreement for discounted electrical power rates with Dominion Virginia Power.
- Work with Fiscal Accounting Services to continue consolidated utility billing efforts to reduce administrative work for County's employees.
- Conduct energy efficiency audits at County facilities to identify areas where utility costs can be reduced.

Budget Comments - FY2014

Decreased funding is programmed based on utility efficiencies, usage and transferring generator fuel to the Vehicle Maintenance Fund.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 927,334	\$ 1,002,279	\$ 1,011,411	\$ 1,228,700	\$ 1,230,500	\$ 1,186,500
Total Expenditures	<u>\$ 927,334</u>	<u>\$ 1,002,279</u>	<u>\$ 1,011,411</u>	<u>\$ 1,228,700</u>	<u>\$ 1,230,500</u>	<u>\$ 1,186,500</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
70432 Facility/Utility Charges						
Other Charges						
5110 Electrical services	\$ 483,227	\$ 515,950	\$ 582,757	\$ 675,000	\$ 676,800	\$ 675,000
5110-100 Electrical services-Waterfront	31,604	35,091	39,672	40,000	40,000	45,000
5110-200 Electrical services-Sprts Cmplx	34,585	34,829	35,218	45,000	45,000	40,000
5111 Streetlight operating costs	80,004	84,825	91,901	92,000	92,000	95,000
5112 Streetlight install-developers	33,728	11,966	3,835	17,000	17,000	8,000
5120 Heating services	76,138	72,818	70,111	87,500	87,280	87,500
5120-200 Heating services-Sprts Cmplx	1,923	3,031	1,749	3,200	3,420	2,500
5130 Water & sewer	90,759	124,535	108,117	130,000	130,000	130,000
5130-100 Water & sewer-Waterfront	24,047	18,411	21,770	23,500	23,500	25,000
5130-200 Water & sewer-Sprts Cmplx	33,675	48,476	18,828	52,200	52,200	40,000
5140 Solid waste	29,186	30,901	33,855	33,800	33,800	34,000
5140-100 Solid waste-Waterfront	536	1,015	190	1,000	1,000	1,000
5140-200 Solid waste-Sprts Cmplx	1,243	3,244	3,408	3,500	3,500	3,500
6080 Generator fuel	6,679	17,187	-	25,000	25,000	-
Subtotal	<u>927,334</u>	<u>1,002,279</u>	<u>1,011,411</u>	<u>1,228,700</u>	<u>1,230,500</u>	<u>1,186,500</u>
Activity Total	\$ <u>927,334</u>	\$ <u>1,002,279</u>	\$ <u>1,011,411</u>	\$ <u>1,228,700</u>	\$ <u>1,230,500</u>	\$ <u>1,186,500</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>927,334</u>	<u>1,002,279</u>	<u>1,011,411</u>	<u>1,228,700</u>	<u>1,230,500</u>	<u>1,186,500</u>
	\$ <u>927,334</u>	\$ <u>1,002,279</u>	\$ <u>1,011,411</u>	\$ <u>1,228,700</u>	\$ <u>1,230,500</u>	\$ <u>1,186,500</u>
	-8.78%	8.08%	0.91%	21.48%	21.66%	-3.43%

General Services
Telecommunications - Activity #70433

Budget Comments - FY2014

Telecommunications has been transferred to Financial and Management Services, in the Computer Support Services division.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 83,517	\$ 83,678	\$ 85,410	\$ -	\$ -	\$ -
Operating	199,140	188,063	196,659	-	-	-
Capital	-	-	2,131	-	-	-
Total Expenditures	<u>\$ 282,657</u>	<u>\$ 271,741</u>	<u>\$ 284,200</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Funded FTEs</u>						
Professional/Technical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Funded FTEs	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>-</u>	<u>-</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
70433 Telecommunications						
Personnel Services						
1515 Professional & technical salaries	\$ 59,869	\$ 60,029	\$ 60,029	\$ -	\$ -	\$ -
1595 Overtime	1,279	480	1,147	-	-	-
1596 Holiday worked	606	-	-	-	-	-
2100 FICA	4,452	4,325	4,373	-	-	-
2200 VRS	8,050	8,476	8,476	-	-	-
2300 Health care	8,906	10,200	11,217	-	-	-
2400 Group life insurance	355	168	168	-	-	-
Subtotal	<u>83,517</u>	<u>83,678</u>	<u>85,410</u>	-	-	-
Contractual Services						
3310 Repairs & maintenance	-	4,455	-	-	-	-
3320 Maintenance service contracts	63,420	61,805	67,740	-	-	-
Subtotal	<u>63,420</u>	<u>66,260</u>	<u>67,740</u>	-	-	-
Internal Services						
4210 Vehicle maintenance	4,674	5,075	4,201	-	-	-
Subtotal	<u>4,674</u>	<u>5,075</u>	<u>4,201</u>	-	-	-
Other Charges						
5210 Postal/messenger services	11	-	15	-	-	-
5230 Telecommunications	135,379	123,448	127,531	-	-	-
5231 Long distance toll call	(8,421)	(8,387)	(7,702)	-	-	-
5510 Personnel development	952	-	2,014	-	-	-
5810 Dues & memberships	650	400	650	-	-	-
Subtotal	<u>128,571</u>	<u>115,461</u>	<u>122,508</u>	-	-	-
Materials & Supplies						
6070 Repairs & maintenance supplies	2,421	1,212	2,210	-	-	-
6140 Other operating supplies	54	-	-	-	-	-
6170 Computer supplies	-	55	-	-	-	-
Subtotal	<u>2,475</u>	<u>1,267</u>	<u>2,210</u>	-	-	-
Capital Outlay						
8170 Data processing equipment	-	-	2,131	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>2,131</u>	-	-	-
Activity Total	<u>\$ 282,657</u>	<u>\$ 271,741</u>	<u>\$ 284,200</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Personnel	\$ 83,517	\$ 83,678	\$ 85,410	\$ -	\$ -	\$ -
Non-personnel	199,140	188,063	198,790	-	-	-
	<u>\$ 282,657</u>	<u>\$ 271,741</u>	<u>\$ 284,200</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	1.25%	-3.86%	4.58%	-100.00%	-100.00%	0.00%

General Services
Grounds Maintenance & Construction - Activity #70434

Mission

Provide efficient, responsive, and cost effective maintenance of School and County grounds; and design & construct quality improvements to County and School grounds to enhance the quality of life for all our citizens.

Goals

- Provide a grounds maintenance program for County facilities.
- Provide support to the Parks & Recreation Division's outdoor recreational programs and to community-based, group recreational programs such as Little League, Youth Football, and Select Soccer.
- Provide a grounds maintenance program for 276.1 acres of School facilities as outlined in the School Grounds Maintenance Agreement between the York County Board of Supervisors and the York County School Board.
- Provide a grounds maintenance program for 32 linear miles of Gateway Corridors.
- Ensure Grounds Maintenance employees have resources, motivation and technical information necessary to perform their best while providing effective customer service.

Implementation Strategies

- Implement a sports turf maintenance program for all athletic fields, including the Sports Field Complex, to ensure safety and playability for the users of the fields.
- Implement a landscape maintenance program for turf, trees, shrubs, and flowers at County facilities and Gateway Corridors.
- Coordinate the Virginia Peninsula Regional Jail Work Program to ensure the most effective and efficient use of available resources.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. Additional work-as-required funding is provided and funding for one position was shifted to Engineering & Facility Maintenance (70431). Increased funding is provided for maintenance of roadway corridors and vehicle maintenance. Capital funding is programmed for the routine replacement of machinery & equipment and computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 2,054,141	\$ 2,052,244	\$ 2,003,542	\$ 2,035,166	\$ 2,035,166	\$ 2,104,846
Operating	1,148,032	973,914	905,973	769,239	769,280	847,863
Capital	<u>83,372</u>	<u>103,744</u>	<u>103,865</u>	<u>103,600</u>	<u>103,600</u>	<u>88,600</u>
Total Expenditures	<u>\$ 3,285,545</u>	<u>\$ 3,129,902</u>	<u>\$ 3,013,380</u>	<u>\$ 2,908,005</u>	<u>\$ 2,908,046</u>	<u>\$ 3,041,309</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	0.40	0.40	0.40	0.40
Professional/Technical	9.00	10.00	9.00	9.00	10.00	10.00
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Trades & Crafts	<u>33.00</u>	<u>33.00</u>	<u>31.00</u>	<u>27.00</u>	<u>25.00</u>	<u>25.00</u>
	<u>44.00</u>	<u>45.00</u>	<u>41.40</u>	<u>37.40</u>	<u>36.40</u>	<u>36.40</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
70434	Grounds Maintenance & Construction					
Personnel Services						
1513 Middle management	\$ 77,344	\$ 77,939	\$ 51,928	\$ 35,812	\$ 35,812	\$ 36,530
1515 Professional & technical salaries	434,441	474,432	447,051	451,589	451,589	498,073
1516 Administrative & clerical salaries	38,694	38,774	38,727	40,713	40,713	41,527
1518 Trades & crafts	847,804	783,617	722,847	660,932	784,865	739,829
1518-200 Trades & crafts	-	-	50,961	123,933	-	-
1533 As required-trades/crafts	59,552	73,570	71,237	100,000	100,000	130,000
1595 Overtime	72,384	30,833	45,506	40,000	40,000	50,000
1595-200 Overtime-Sports Complex	599	-	1,590	-	-	-
1596 Holiday worked	1,274	3,636	4,441	-	-	8,000
2100 FICA	112,680	107,599	100,385	101,672	111,153	115,053
2100-200 FICA	-	-	3,790	9,481	-	-
2200 VRS	188,277	194,189	177,096	141,140	155,851	156,204
2200-200 VRS	-	-	7,131	14,711	-	-
2300 Health care	212,814	263,793	265,737	270,423	297,852	313,970
2300-200 Health care	-	-	11,449	27,429	-	-
2400 Group life insurance	8,278	3,862	3,525	15,695	17,331	15,660
2400-200 Group life insurance	-	-	141	1,636	-	-
Subtotal	<u>2,054,141</u>	<u>2,052,244</u>	<u>2,003,542</u>	<u>2,035,166</u>	<u>2,035,166</u>	<u>2,104,846</u>
Contractual Services						
3110 Payment for medical service	234	369	535	450	450	400
3110-200 Payment for medical service-Sprts Cmplx	-	-	-	-	-	50
3140 Architectural & engineering svcs	360	-	-	-	-	-
3310 Repair & maintenance	81,737	84,017	50,036	16,000	19,000	18,000
3310-100 Repair & maint-Waterfront	2,160	5,497	6,890	5,000	2,000	5,000
3310-200 Repair & maintenance-Sprts Cmplx	2,719	1,487	1,334	2,500	2,500	2,500
3320 Maintenance service contracts	24	924	3,008	950	950	950
3320-003 Workorder maintenance	5,999	5,999	8,519	3,000	3,000	2,650
3322-001 Cust turf chemical app	43,697	43,117	34,194	50,000	50,000	40,000
3322-001-100 Cust turf chemical app-Waterfront	402	804	1,005	1,000	1,000	1,000
3322-001-200 Cust turf chemical app-Sprts Cmplx	4,142	6,319	4,142	6,000	6,000	6,000
3322-002 Professional services	71,027	66,032	80,863	25,000	25,000	30,000
3322-002-100 Professional services-Waterfront	14,500	21,725	17,885	15,000	15,000	15,000
3322-002-200 Professional services-Sports Complex	205	11,487	2,200	5,000	5,000	5,000
3322-002-300 Professional services-Roadways	-	-	-	-	-	50,000
3322-003 Rt 17/171 landscaping	56,741	-	-	-	-	-
3322-004 Rt 199 landscaping-west	49,743	-	-	-	-	-
3322-005 Rt 171 landscaping-phase I	40,906	-	-	-	-	-
3322-006 Rt 143/2nd St landscaping	22,150	-	-	-	-	-
3322-008 Rt 105 Ft. Eustis Blvd landsg	23,211	-	-	-	-	-
3322-100 Landscap & chem app-Waterfront	8,417	9,383	8,959	9,000	7,500	9,000
3392 Repair/maint-insurance recovery	1,736	-	4,810	-	-	-
3920 Misc contractual services	2,568	403	365	-	1,000	-
3920-001 Misc cont svcs-roadway maint	4,987	1,495	-	-	-	-
3920-002 Misc cont svcs-County sites	31,800	42,895	36,089	-	-	-
3920-100 Misc cont svcs-Waterfront	2,997	-	-	1,500	1,500	1,500
3920-400 Misc contr svcs-Schools	1,211	-	-	-	-	-
3930 Uniform support services	12,142	6,023	7,602	7,500	7,500	8,000
3930-200 Uniform support services-Sprts Cmplx	1,440	2,394	930	1,800	1,800	1,200
Subtotal	<u>487,255</u>	<u>310,370</u>	<u>269,366</u>	<u>149,700</u>	<u>149,200</u>	<u>196,250</u>
Internal Services						
4210 Vehicle maintenance	193,464	213,258	191,824	198,889	198,889	206,347
4210-200 Vehicle maintenance-Sports Complex	5,763	19,023	14,330	14,440	14,440	16,997
4215 Large turf maint equipment	166,285	142,829	139,224	130,000	130,000	137,861
4215-200 Large turf maint equipment-Sprts Cmplx	11,128	12,899	15,722	13,500	13,500	15,798
4216 Small turf maint equipment	22,594	23,865	27,198	23,200	23,200	29,197
4216-200 Small turf maint equipment-Sprts Cmplx	173	1,956	2,044	500	500	2,345
4217 Inmate Work Program	1,850	2,895	874	3,700	3,700	2,500
4220 Heavy equipment maintenance	12,128	9,265	10,570	13,600	13,600	14,203
4220-200 Heavy equip maintenance-Sprts Cmplx	135	-	-	-	-	-
4300 Central store	95	95	98	100	100	100
Subtotal	<u>413,615</u>	<u>426,085</u>	<u>401,884</u>	<u>397,929</u>	<u>397,929</u>	<u>425,348</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
70434 Grounds Maintenance & Construction						
Other Charges						
5210 Postal/messenger service	29	24	12	75	75	75
5230 Telecommunications	6,507	6,626	6,361	6,450	6,450	6,500
5230-200 Telecommunications-Sports Complex	451	437	382	450	950	450
5510 Personnel development	5,136	3,475	5,212	4,000	4,000	4,000
5810 Dues & memberships	225	290	585	800	800	800
5810-200 Dues & memberships-Sports Complex	215	215	155	200	200	200
Subtotal	<u>12,563</u>	<u>11,067</u>	<u>12,707</u>	<u>11,975</u>	<u>12,475</u>	<u>12,025</u>
Materials & Supplies						
6010 Office supplies	650	1,044	1,115	1,100	850	1,100
6011 Photo supplies	-	254	-	-	-	-
6020 Food & food service supplies	-	-	546	-	800	-
6030 Agricultural supplies	92,077	123,882	88,437	110,000	110,000	115,000
6030-100 Agricultural supplies-Waterfront	15,980	12,517	6,066	15,000	15,000	15,000
6030-200 Agricultural supplies-Sports Complex	46,615	16,579	13,708	15,000	14,200	15,000
6031-100 Sand replenishment-Waterfront	10,168	1,553	-	4,500	4,500	4,500
6050 Housekeep & janitorial supplies	1,002	3,155	532	1,500	1,500	1,500
6050-100 Housekeep & janitorial-Waterfront	669	268	-	400	400	400
6050-200 Housekeep & janitorial-Sports Complex	298	-	1,547	280	280	280
6070 Repairs & maintenance supplies	10,260	21,944	12,833	18,000	18,000	18,000
6070-100 Repairs & maint supplies-Waterfront	462	-	-	-	250	200
6070-100-073 Repairs & maint supplies-RWL	-	-	-	-	41	-
6070-200 Repairs & maint supplies-Sprts Complex	1,701	1,210	223	1,160	1,160	1,160
6075 Sign materials & supplies	4,062	-	-	-	-	-
6090 Vehicle powered equip supplies	4,857	6,676	4,373	5,000	5,000	5,000
6090-200 Vehicle/power equip supp-Sprts Cmplx	1,118	214	365	400	400	400
6110 Uniforms & wearing apparel	2,061	4,633	1,801	2,500	2,500	2,500
6111 Protective clothing	7,867	8,456	7,813	6,650	6,650	7,800
6111-200 Protective clothing-Sports Complex	993	638	446	1,820	1,820	1,160
6120 Books & subscriptions	714	231	303	225	225	200
6130 Educational & rec supplies	11,761	3,885	12,327	6,000	6,000	7,000
6130-200 Educational & rec supplies-Sprts Cmplx	4,658	8,548	5,519	8,500	8,500	7,000
6140 Other operating supplies	439	1,575	799	500	500	500
6170 Computer mat/supplies	70	92	699	750	750	750
6170-200 Computer mat/supplies-Sprts Cmplx	124	-	-	100	100	100
6171 Small equipment-replace	1,242	3,746	3,947	5,500	5,500	5,500
6171-001 Small equipment-additions	9,009	-	-	-	-	-
6171-001-200 Small equipment-additions-Sprts Cmplx	2,156	-	1,682	1,500	1,500	1,500
6172 Minor furnishings	257	1,487	-	-	-	-
6172-100 Minor furnishings-Waterfront	325	1,591	-	250	250	250
Subtotal	<u>231,595</u>	<u>224,178</u>	<u>165,081</u>	<u>206,635</u>	<u>206,676</u>	<u>211,800</u>
Leases & Rentals						
7105 General equipment rental	3,004	1,214	604	2,440	2,440	2,440
7105-200 General equipment rental-Sprts Cmplx	-	-	-	560	560	-
Subtotal	<u>3,004</u>	<u>1,214</u>	<u>604</u>	<u>3,000</u>	<u>3,000</u>	<u>2,440</u>
Capital Outlay						
8110 Machinery/equipment-replacement	36,421	61,866	55,430	70,000	70,000	70,000
8110-001 Mach/equip-roadway maint replacement	-	-	14,657	-	-	-
8110-002 Mach/equip-roadway maint add	16,337	9,209	30,800	23,000	23,000	10,100
8110-200 Machinery/equipment-Sports Complex	7,085	15,936	-	-	-	-
8111 Recreation equipment	-	2,050	-	2,500	2,500	2,500
8120 Furniture/fixtures	-	-	1,396	-	-	-
8150 Vehicles	14,929	4,292	-	-	-	-
8150-002 Vehicles-roadway add	-	3,312	-	-	-	-
8150-200 Vehicle-Sports Complex	8,600	-	-	-	-	-
8170 Data processing equipment	-	7,079	1,582	8,100	8,100	6,000
Subtotal	<u>83,372</u>	<u>103,744</u>	<u>103,865</u>	<u>103,600</u>	<u>103,600</u>	<u>88,600</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	56,331	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>56,331</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contributions						
9002 York Youth Lacrosse	-	1,000	-	-	-	-
Subtotal	<u>-</u>	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 3,285,545</u>	<u>\$ 3,129,902</u>	<u>\$ 3,013,380</u>	<u>\$ 2,908,005</u>	<u>\$ 2,908,046</u>	<u>\$ 3,041,309</u>
Personnel	\$ 2,054,141	\$ 2,052,244	\$ 2,003,542	\$ 2,035,166	\$ 2,035,166	\$ 2,104,846
Non-personnel	<u>1,231,404</u>	<u>1,077,658</u>	<u>1,009,838</u>	<u>872,839</u>	<u>872,880</u>	<u>936,463</u>
	<u>\$ 3,285,545</u>	<u>\$ 3,129,902</u>	<u>\$ 3,013,380</u>	<u>\$ 2,908,005</u>	<u>\$ 2,908,046</u>	<u>\$ 3,041,309</u>
	-1.50%	-4.74%	-3.72%	-3.50%	-3.50%	4.58%

Community Services

The Community Services Department is responsible for the delivery or oversight of human services and programs providing opportunities for recreation and cultural enrichment for the citizens of the County. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 2,559,036	\$ 2,298,914	\$ 2,170,849	\$ 2,264,186	\$ 2,264,186	\$ 2,224,778	76.01%
Charges for Services	496,474	514,669	433,420	609,687	609,687	567,200	19.38%
Donations	10,710	6,030	7,187	-	1,550	-	0.00%
Rents	-	-	9,797	10,000	10,000	15,000	0.51%
Miscellaneous	524	532	-	-	-	-	0.00%
State/Federal Aid & Grants	157,951	171,244	127,891	125,510	157,310	120,000	4.10%
Total Funding Sources	\$ 3,224,695	\$ 2,991,389	\$ 2,749,144	\$ 3,009,383	\$ 3,042,733	\$ 2,926,978	100.00%

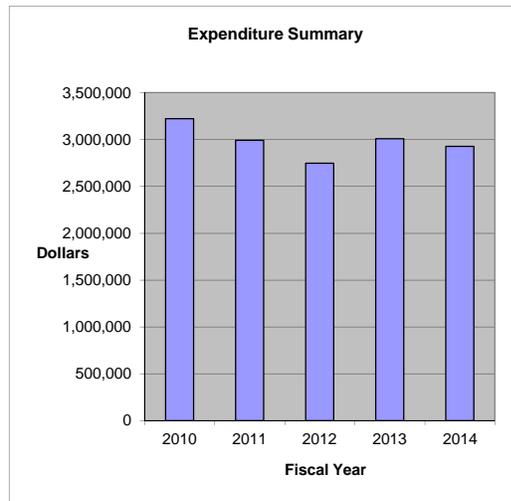
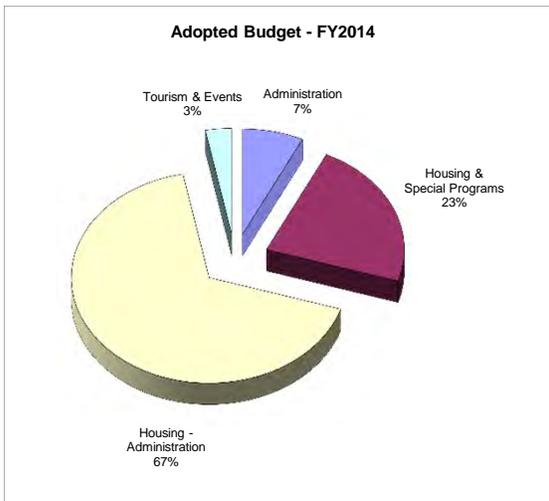
							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Administration	\$ 244,983	\$ 255,270	\$ 72,734	\$ 198,959	\$ 198,959	\$ 209,695	5.40%
Housing and Special Programs	827,384	821,735	759,588	767,276	799,076	663,366	-13.54%
Parks & Recreation	2,070,777	1,831,986	1,833,967	1,955,928	1,957,478	1,964,713	0.45%
Tourism & Events	81,551	82,398	82,855	87,220	87,220	89,204	2.27%
Total Expenditures	\$ 3,224,695	\$ 2,991,389	\$ 2,749,144	\$ 3,009,383	\$ 3,042,733	\$ 2,926,978	-2.74%

							% Change
Expenditure by Category							
Personnel	\$ 2,285,923	\$ 2,136,797	\$ 1,851,264	\$ 2,111,198	\$ 2,111,198	\$ 2,056,025	-2.61%
Operating	932,407	841,776	882,959	871,885	905,235	851,953	-2.29%
Capital	6,365	12,816	14,921	26,300	26,300	19,000	-27.76%
Total Expenditures	\$ 3,224,695	\$ 2,991,389	\$ 2,749,144	\$ 3,009,383	\$ 3,042,733	\$ 2,926,978	-2.74%

Funded FTEs						
Management	4.00	4.00	3.00	2.00	2.00	3.00
Professional/Technical	17.00	17.00	17.00	17.00	17.00	15.00
Admin/Clerical	7.00	7.00	7.00	6.00	6.00	6.00
Trades & Crafts	1.00	-	-	-	-	-
Total Funded FTEs	29.00	28.00	27.00	25.00	25.00	24.00

Key Service Indicators

Health Day/Community & Lifetime Learning programs	31	30	26	30	30	30
VHDA score based on number of indicators reviewed annually)	100%	100%	60%	100%	100%	100%
Lease up utilization	97%	98%	93%	97%	97%	97%
New admission	8	25	27	25	27	27
Annual re-exams	203	185	208	185	208	208
Baseline number of vouchers	261	300	300	300	300	300
Housing assistance/rehabilitation	43	56	56	56	56	56
Center for Independent Living units of transportation	339	300	253	300	270	270
Recreation program participation	160,332	163,539	165,174	165,174	165,174	169,303
Reserved hours for schools and parks	46,562	47,246	47,718	47,718	47,718	48,315
Parks and acreage	11/786	11/786	11/786	11/786	11/786	11/786
New Quarter Park visitors	51,503	62,700	59,486	65,208	65,208	65,000
Brochure distribution	132,000	134,000	136,000	135,000	138,000	140,000
Visitor Inquiries	5,039	5,000	5,105	5,200	5,200	5,200



Community Services
Community Services Administration - Activity #81119

Mission

Strives to continuously improve the quality of life for all residents of York County through the delivery of human services that directly affect their lives.

Goals

- To support the Board of Supervisor's goal to improve communication and coordination by effectively interacting with County staff, other agencies, and the public in development and delivery of services.
- To support the Board's goal to generate quality educational opportunities for all.
- To oversee the administration of the divisions of Special Programs, Children and Family Services, Housing and Neighborhood Revitalization, Juvenile Services, Parks and Recreation, Video Services and such programs as Safety Town and the Senior Center of York.
- To review/project the level of community need for program designs and development, grantsmanship, etc.
- To provide oversight and liaison responsibilities with the Peninsula Health District and the Williamsburg Area Medical Assistance Corporation, Colonial Behavioral Health, Social Services, Peninsula Agency on Aging, the Virginia Cooperative Extension, the Library, the Juvenile Court System, and Public Transportation to assure that the best interests of County government and the citizens of York are served.

Implementation Strategies

- Develop proposals for comprehensive life-long learning opportunities using traditional and non-traditional settings.

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 223,568	\$ 234,154	\$ 57,700	\$ 173,259	\$ 173,259	\$ 191,385
Operating	21,415	21,116	11,446	20,200	20,200	18,310
Capital	-	-	3,588	5,500	5,500	-
Total Expenditures	<u>\$ 244,983</u>	<u>\$ 255,270</u>	<u>\$ 72,734</u>	<u>\$ 198,959</u>	<u>\$ 198,959</u>	<u>\$ 209,695</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Admin/Clerical	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

General Fund Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
81119 Community Services Administration						
Personnel Services						
1512 Senior level management	\$ 121,293	\$ 121,473	\$ 4,208	\$ 107,807	\$ 107,807	\$ 116,562
1516 Administrative & clerical salaries	51,177	60,621	37,942	24,955	24,955	25,454
1595 Overtime	-	4	-	-	-	-
2100 FICA	12,074	12,925	3,192	10,156	10,156	10,864
2200 VRS	23,347	25,714	5,090	15,759	15,759	16,857
2300 Health care	14,664	12,907	7,167	12,830	12,830	19,958
2400 Group life insurance	1,013	510	101	1,752	1,752	1,690
Subtotal	<u>223,568</u>	<u>234,154</u>	<u>57,700</u>	<u>173,259</u>	<u>173,259</u>	<u>191,385</u>
Contractual Services						
3320 Maintenance service contracts	2,889	3,080	1,188	1,300	1,300	1,280
3500 Printing & binding	-	-	-	75	75	50
3920 Misc contractual services	-	900	24	-	-	-
Subtotal	<u>2,889</u>	<u>3,980</u>	<u>1,212</u>	<u>1,375</u>	<u>1,375</u>	<u>1,330</u>
Internal Services						
4210 Vehicle maintenance	2,601	1,500	264	1,500	1,500	1,500
4300 Central store	20	97	88	100	100	100
4700 Imaging system charges	2,533	2,783	4,109	4,325	4,325	4,325
Subtotal	<u>5,154</u>	<u>4,380</u>	<u>4,461</u>	<u>5,925</u>	<u>5,925</u>	<u>5,925</u>
Other Charges						
5210 Postal/messenger service	185	222	116	200	200	200
5230 Telecommunications	1,316	1,101	(22)	1,200	1,200	1,200
5510 Personnel development	3,634	326	275	500	500	500
5520 Employee recognition program	881	580	484	600	600	600
5810 Dues & memberships	395	469	40	240	240	240
5820 Assoc/meeting support charges	-	2,305	831	1,500	1,500	1,200
5850 Mileage expenses	2,386	2,852	73	2,800	2,800	1,200
Subtotal	<u>8,797</u>	<u>7,855</u>	<u>1,797</u>	<u>7,040</u>	<u>7,040</u>	<u>5,140</u>
Materials & Supplies						
6010 Office supplies	3,815	3,985	2,146	4,000	3,891	4,000
6170 Computer mat/supplies	-	-	70	100	100	100
6171 Small equipment	-	156	-	-	-	-
6172 Minor furnishings	-	-	-	-	109	-
Subtotal	<u>3,815</u>	<u>4,141</u>	<u>2,216</u>	<u>4,100</u>	<u>4,100</u>	<u>4,100</u>
Leases & Rentals						
7500 Operating leases of building	760	760	1,760	1,760	1,760	1,815
Subtotal	<u>760</u>	<u>760</u>	<u>1,760</u>	<u>1,760</u>	<u>1,760</u>	<u>1,815</u>
Capital Outlay						
8170 Data processing equipment	-	-	3,588	5,500	5,500	-
Subtotal	<u>-</u>	<u>-</u>	<u>3,588</u>	<u>5,500</u>	<u>5,500</u>	<u>-</u>
Activity Total	<u>\$ 244,983</u>	<u>\$ 255,270</u>	<u>\$ 72,734</u>	<u>\$ 198,959</u>	<u>\$ 198,959</u>	<u>\$ 209,695</u>
Personnel	\$ 223,568	\$ 234,154	\$ 57,700	\$ 173,259	\$ 173,259	\$ 191,385
Non-personnel	21,415	21,116	15,034	25,700	25,700	18,310
	<u>\$ 244,983</u>	<u>\$ 255,270</u>	<u>\$ 72,734</u>	<u>\$ 198,959</u>	<u>\$ 198,959</u>	<u>\$ 209,695</u>
	-5.10%	4.20%	-71.51%	173.54%	173.54%	5.40%

Community Services
Housing & Special Programs - Activity #81547

Mission

To provide safe, decent and sanitary housing for York Citizens through the administration of the York County contract for the U.S. Department of Housing and Urban Development/Virginia Housing Development Authority (VHDA)-funded rental subsidy programs (provides rental assistance to very low-income families). To assist qualified income eligible York County citizens with repairs to eliminate safety and/or health hazards in their homes. To improve the quality of life for all York County by providing services related to aging, health, and disabilities. Administer the Transportation Grant program in an effort to assist major agencies in the County that serve the dependent citizens in York County.

Goals

- To continue to exceed the mandated enrollment of Family Self-Sufficiency participants.
- To ensure units are maintained to Housing Quality Standards with annual, complaint, and move-inspections thus ensuring Section 8 properties are being maintained.
- To closely work with our clients to prepare them for homeownership.
- To maintain and meet high standing in federal and state monitoring on program management assessments – SEMAP.
- To develop and implement Aging, Health and Disability programs to improve York County residents' quality of life.
- To coordinate and provide resources and information with a specific emphasis on "Senior Connection", a referral service for senior and disabled citizens.
- To seek and apply for grants as directed by the Director, County Administrator, and Board of Supervisors.
- To address the transportation needs of citizens in York County who are transportation dependent, but cannot access transportation on their own by partnering with the following major area service agencies: York-Poquoson Social Services (included, but not limited to cab fares, fuel vouchers and auto repairs); Colonial Behavioral Health (transports clients attending People's Place, Colonial Workshop, and the MR Day Support Program); Insight Enterprises (transports agency clients); and the Peninsula Agency on Aging (provides transportation for medical, employment, human service, and shopping trips).
- To ensure that citizens will not be forced to vacate their homes due to deterioration of the dwelling.
- To ensure that these critically needed funds will be implemented in an expeditious and qualitative fashion by assisting families in the various aspects of securing grant/loan financing and in servicing the loan.

Implementation Strategies

- Utilization of quality control checks on tenant files for accuracy and completeness and to ensure that the units are being inspected and maintained to Housing Quality Standards.
- Conducting regular quality control inspections of randomly sampled dwellings to ensure program compliance and suitability.
- Host quarterly programs and/or seminars related to Aging, Health and Disability topics.
- Promote health care options available to County residents, particularly the uninsured, including Olde Towne Medical Center and the Lackey Free Clinic.
- Support Health Programming at the Senior Center of York and oversight of the Center's Dining Program.
- Coordinate, for the purpose of improving quality of life for York County residents, with area agencies.
- Quantify the need for repairs on behalf of Senior Citizens living in older poorly maintained structures. Research best practices, customizable to local conditions for the preservation of housing stock affordable to low or moderate income seniors.

Budget Comments - FY2014

Funding for personnel changes include increases in health insurance and a rate reduction in group life insurance. Other personnel reductions include turnover and the elimination of a Senior Housing Specialist position. A Home Health Aid position will remain unfunded for the fourth consecutive year. Capital funding is provided for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	Amount	Amount	Amount	Budget	Budget	Budget
<u>Expenditures By Category</u>						
Personnel	\$ 649,272	\$ 650,290	\$ 585,423	\$ 600,651	\$ 600,651	\$ 508,446
Operating	178,072	171,445	174,165	155,325	187,125	151,920
Capital	40	-	-	11,300	11,300	3,000
Total Expenditures	<u>\$ 827,384</u>	<u>\$ 821,735</u>	<u>\$ 759,588</u>	<u>\$ 767,276</u>	<u>\$ 799,076</u>	<u>\$ 663,366</u>
<u>Funded FTEs</u>						
Management	2.00	2.00	2.00	1.00	1.00	1.00
Professional/Technical	7.00	7.00	7.00	7.00	7.00	6.00
Admin/Clerical	2.00	2.00	2.00	2.00	2.00	2.00
Trades & Crafts	1.00	-	-	-	-	-
Total Funded FTEs	<u>12.00</u>	<u>11.00</u>	<u>11.00</u>	<u>10.00</u>	<u>10.00</u>	<u>9.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
81547 Housing and Special Programs						
Personnel Services						
1513 Middle management	\$ 123,343	\$ 123,703	\$ 67,650	\$ 60,300	\$ 60,300	\$ 61,506
1515 Professional & technical salaries	129,066	134,289	134,307	141,023	141,023	63,592
1515-003 Prof & tech salaries-Sp Prg	85,677	85,363	85,680	89,964	89,964	91,763
1515-004 Prof & tech salaries-Rent Asst	88,649	88,649	88,649	93,082	93,082	94,943
1516 Administrative & clerical salaries	34,835	38,774	38,774	40,713	40,713	41,527
1516-003 Admin & clerical salaries-Sp Prg	26,796	26,385	27,781	29,170	29,170	29,753
1518-003 Trades & crafts-Sp Prg	5,639	-	-	-	-	-
1531 As required-professional/technical	7,027	-	-	-	-	-
1531-003 As req'd-prof/tech-Sp Prg	3,700	1,570	-	-	-	-
1532 As required-administrative/clerical	926	-	-	-	-	-
1533 As required-trades/crafts	2,827	3,154	2,800	3,725	3,725	3,725
1595 Overtime	141	112	99	-	-	-
1595-003 Overtime-Sp Prg	81	56	72	-	-	-
1595-004 Overtime-Rnt Asst	-	-	313	-	-	-
1596 Holiday worked	-	36	-	-	-	-
1596-003 Holiday worked-Sp Prg	-	318	-	-	-	-
1599 Other pay	60	-	-	-	-	-
1999-999-999-999-003 Charge out wages-grants-Sp Prg	(1,441)	(400)	-	-	-	-
2100 FICA	17,739	18,056	13,915	14,178	14,178	13,032
2100-003 FICA-Sp Prg	13,240	12,645	12,656	13,727	13,727	9,296
2100-004 FICA-Rent Asst	6,709	6,688	6,710	7,121	7,121	7,263
2200 VRS	31,222	33,811	25,221	21,572	21,572	19,778
2200-003 VRS-Sp Prg	23,524	24,121	24,130	21,299	21,299	14,424
2200-004 VRS-Rnt Asst	11,914	12,517	12,517	11,049	11,049	11,270
2300 Health care	15,167	17,592	19,341	21,476	21,476	14,137
2300-003 Health care-Sp Prg	14,717	15,958	17,525	19,536	19,536	20,671
2300-004 Health care-Rnt Asst	4,890	5,528	6,057	6,719	6,719	7,207
2400 Group life insurance	1,363	670	500	2,399	2,399	1,983
2400-003 Group life insurance-Sp Prg	1,046	478	478	2,369	2,369	1,446
2400-004 Group life insurance-Rnt Asst	525	248	248	1,229	1,229	1,130
2999-999-999-999-003 Charge out fringes-grants-Sp Prg	(110)	(31)	-	-	-	-
Subtotal	<u>649,272</u>	<u>650,290</u>	<u>585,423</u>	<u>600,651</u>	<u>600,651</u>	<u>508,446</u>
Contractual Services						
3320 Maintenance service contracts	484	536	458	500	500	500
3320-003 Maint service contracts-Sp Prg	77	79	23	100	100	50
3500 Printing & binding	177	252	139	200	200	150
3500-004 Printing & binding-Rnt Asst	-	44	-	50	50	50
3600 Advertising	-	-	389	-	-	-
3920 Misc contractual services	20,900	19,000	16,000	16,000	16,000	16,000
3920-001 Misc contractual services-local rehab	105,478	105,814	123,329	109,000	109,977	112,000
3920-001-001-005 Sewer/Septic #568-local	-	6,000	-	-	-	-
3920-002 Emergency home repairs	5,503	6,500	10,454	5,510	5,510	-
3920-003 Misc contractual services-Sp Prg	-	-	77	-	-	-
3920-004 Misc contractual services-Rnt Asst	-	-	-	50	50	-
Subtotal	<u>132,619</u>	<u>138,225</u>	<u>150,869</u>	<u>131,410</u>	<u>132,387</u>	<u>128,750</u>
Internal Services						
4210 Vehicle maintenance	5,799	6,135	6,541	6,100	6,100	7,030
4210-003 Vehicle maintenance-Sp Prg	6,990	4,663	1,445	2,200	2,200	2,200
4210-004 Vehicle maintenance-Rnt Asst	-	184	-	-	-	-
4300 Central store	36	47	86	50	50	25
4300-003 Central store	24	-	-	-	-	-
Subtotal	<u>12,849</u>	<u>11,029</u>	<u>8,072</u>	<u>8,350</u>	<u>8,350</u>	<u>9,255</u>
Other Charges						
5210 Postal/messenger service	315	245	291	210	210	210
5210-003 Postal/mesngr service-Sp Prg	144	58	24	100	100	50
5210-004 Postal/mesngr service-Rnt Asst	1,906	2,427	1,550	2,000	2,000	2,000
5230 Telecommunications	1,959	1,629	851	1,070	1,070	970
5230-003 Telecom-Sp Prg	416	197	233	240	240	600
5230-004 Telecom-Rnt Asst	972	752	895	900	900	900
5510 Personnel development	2,751	814	164	660	666	300
5510-003 Personnel devpmnt-Sp Prg	1,105	252	303	400	652	400
5510-004 Personnel devpmnt-Rnt Asst	592	689	540	350	350	600
5810 Dues & memberships	-	196	-	200	200	200
5810-003 Dues & memberships-Sp Prg	275	500	350	500	500	400
5820 Assoc/meeting support charges	-	-	454	-	-	-
5820-003 Assoc/meeting support chgs-Sp Prg	-	269	80	300	300	125
5850 Mileage expenses	304	22	233	350	350	150
5850-003 Mileage expenses-Sp Prg	4,266	3,415	1,335	2,200	2,090	1,500
5850-004 Mileage expenses-Rnt Asst	2,184	981	778	1,000	1,000	800
5881-004 Client supp-family self suff-Rnt Asst	-	50	-	200	200	-
Subtotal	<u>17,189</u>	<u>12,496</u>	<u>8,081</u>	<u>10,680</u>	<u>10,828</u>	<u>9,205</u>

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General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
81547 Housing and Special Programs						
Materials & Supplies						
6010 Office supplies	375	1,004	784	875	839	650
6010-003 Office supplies-Sp Prg	1,427	748	1,007	1,200	1,058	1,200
6010-004 Office supplies-Rnt Asst	739	785	504	700	700	700
6020 Food & food service supplies	26	-	-	-	30	-
6020-003 Food & food srv sup-Sp Prg	137	-	-	-	-	-
6020-004 Food & food srv sup-Rnt Asst	5	-	-	50	50	-
6070 Repairs & maintenance supplies	1,678	1,600	1,311	1,500	523	1,500
6120 Books & subscriptions	131	151	106	100	100	100
6130-003 Education & rec supplies-Sp Prg	40	-	32	60	60	60
6170 Computer mat/supplies	355	400	15	300	300	100
6170-003 Computer mat/sup-Sp Prg	-	25	761	100	100	400
6170-004 Computer mat/sup-Rnt Asst	-	19	-	-	-	-
6171-004 Small equip-Rnt Asst	-	-	98	-	-	-
6172 Minor furnishings	80	-	-	-	-	-
6172-004 Minor furnishings-Rnt Asst	-	115	-	-	-	-
Subtotal	<u>4,993</u>	<u>4,847</u>	<u>4,618</u>	<u>4,885</u>	<u>3,760</u>	<u>4,710</u>
Leases & Rentals						
7500 Operating leases of building	1,000	1,000	-	-	-	-
Subtotal	<u>1,000</u>	<u>1,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8170 Data processing equipment	40	-	-	6,500	6,500	1,500
8170-003 Data proc equip-Sp Prg	-	-	-	4,800	4,800	-
8170-004 Data proc equip-Rnt Asst	-	-	-	-	-	1,500
Subtotal	<u>40</u>	<u>-</u>	<u>-</u>	<u>11,300</u>	<u>11,300</u>	<u>3,000</u>
Grants & Donations						
9000 Housing	-	-	13	-	-	-
9012 SEAST Rural Comm Asst	615	-	-	-	-	-
9013 Home Depot Grant	-	-	1,262	-	-	-
9014 Housing Donation-Temp Rel	-	-	1,250	-	-	-
9019-004 VHDA Homebuy-Rnt Asst	-	848	-	-	-	-
9554 EHR Rehab Services	-	-	-	-	1,800	-
9591 VDH Prevent Injury	3,808	-	-	-	-	-
9594-100-001 Admin County-CDBG	3,152	-	-	-	-	-
9594-200-001 Admin HPI-CDBG	1,847	-	-	-	-	-
9596 Housing Choice Voucher Program	-	3,000	-	-	-	-
9640 CDBG Grant Springfield	-	-	-	-	30,000	-
Subtotal	<u>9,422</u>	<u>3,848</u>	<u>2,525</u>	<u>-</u>	<u>31,800</u>	<u>-</u>
Activity Total	<u>\$ 827,384</u>	<u>\$ 821,735</u>	<u>\$ 759,588</u>	<u>\$ 767,276</u>	<u>\$ 799,076</u>	<u>\$ 663,366</u>
Personnel	\$ 649,272	\$ 650,290	\$ 585,423	\$ 600,651	\$ 600,651	\$ 508,446
Non-personnel	178,112	171,445	174,165	166,625	198,425	154,920
	<u>\$ 827,384</u>	<u>\$ 821,735</u>	<u>\$ 759,588</u>	<u>\$ 767,276</u>	<u>\$ 799,076</u>	<u>\$ 663,366</u>
	0.50%	-0.68%	-7.56%	1.01%	5.20%	-13.54%

**Community Services
Parks & Recreation - Activity #81712**

Mission

To build community amongst and enhance the quality of life for York County residents through the delivery of recreational programs and operation of park facilities that encourages healthy lifestyles and provides opportunities for citizens to experience a sense of purpose, well-being and pleasure.

Goals

- To effectively communicate with County residents about parks and recreational services that are available to them.
- To monitor the use of existing facilities and participation in existing programs in order to evaluate their effectiveness and/or make improvements.
- Direct planning efforts so that, at a minimum, current levels of service can be maintained in the future as the County's population increases and demand for services change.

Implementation Strategies

- Coordinate usage of all park facilities with existing organizations to maximize the use of the fields by their programs while allowing greater opportunities for the County to host tournaments and rent facilities.
- Conduct audits of existing programs and develop strategies to implement program improvements including new fee structures and to allow for new programs with in budget constraints.
- Implement the Fourth of July Celebration within the limits imposed by the National Park Service on the event as it relates to the use of their property and work with the citizen's parade volunteer committee.
- Enhance our current website to encompass all of our recreation programs and facilities and make it more user friendly. Increase awareness of our site and drive more traffic to the site by using blast emails and encouraging participants to subscribe to the site. Explore the use of other social media tools to push our program and event information.
- Explore ways to generate new revenues by partnering with business and organizations to offer services and programs with in the County.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance. In addition, a Recreation Supervisor II position has been eliminated. Capital funding is provided for the routine replacement of computers and a copier/printer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 1,331,532	\$ 1,169,955	\$ 1,125,286	\$ 1,250,068	\$ 1,250,068	\$ 1,266,990
Operating	732,920	649,215	697,348	696,360	697,910	681,723
Capital	6,325	12,816	11,333	9,500	9,500	16,000
Total Expenditures	<u>\$ 2,070,777</u>	<u>\$ 1,831,986</u>	<u>\$ 1,833,967</u>	<u>\$ 1,955,928</u>	<u>\$ 1,957,478</u>	<u>\$ 1,964,713</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	-	-	-	1.00
Professional/Technical	9.00	9.00	9.00	9.00	9.00	8.00
Admin/Clerical	3.00	3.00	3.00	3.00	3.00	3.00
Total Funded FTEs	<u>13.00</u>	<u>13.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
81712 Parks & Recreation						
Personnel Services						
1513 Middle management	\$ 86,198	\$ 2,652	\$ -	\$ -	\$ 74,461	\$ 79,748
1515 Professional & technical salaries	442,660	432,077	438,841	471,721	397,260	399,105
1516 Administrative & clerical salaries	106,762	106,994	107,002	112,352	112,352	114,598
1531 As required-professional/technical	345,254	325,740	293,706	344,665	351,665	351,665
1531-001 WAR-SportsComplex/ops	52,621	56,279	57,010	71,600	71,600	71,600
1531-002 WAR-SportsComplex/concessions	48,966	18,918	-	-	-	-
1532 As required-administrative/clerical	10,954	10,264	8,378	13,000	6,000	6,000
1595 Overtime	1,893	1,105	1,433	2,000	2,000	2,000
1596 Holiday worked	120	-	-	-	-	-
1599 Other pay	120	-	-	-	-	-
2100 FICA	82,695	71,749	68,282	77,673	77,673	78,391
2200 VRS	85,449	76,241	77,172	69,329	69,329	70,443
2300 Health care	64,074	66,424	71,932	80,018	80,018	86,378
2400 Group life insurance	3,766	1,512	1,530	7,710	7,710	7,062
Subtotal	<u>1,331,532</u>	<u>1,169,955</u>	<u>1,125,286</u>	<u>1,250,068</u>	<u>1,250,068</u>	<u>1,266,990</u>
Contractual Services						
3170 Sports officials	46,294	46,180	48,180	48,000	48,000	48,000
3310 Repairs & maintenance	320	510	3,646	8,000	4,274	3,500
3320 Maintenance service contracts	3,709	3,421	4,154	4,350	4,350	5,350
3320-200 Maintenance service contracts-Sprts Cmplx	303	336	336	400	400	400
3500 Printing & binding	23,186	18,897	9,838	10,750	10,750	10,750
3600 Advertising	999	319	514	875	875	875
3900 Security guard	4,536	3,774	-	4,175	4,175	4,175
3920 Misc contractual services	37,101	35,727	33,209	44,590	44,590	36,000
3920-001 Senior Center activities	868	-	-	-	-	-
3920-200 Misc contractual services-Sprts Cmplx	192	1,237	-	500	500	500
3922 Credit card fees	2,033	2,146	2,359	2,500	2,500	2,500
3922-200 Credit card fees-Sports Complex	791	-	-	-	-	-
Subtotal	<u>120,332</u>	<u>112,547</u>	<u>102,236</u>	<u>124,140</u>	<u>120,414</u>	<u>112,050</u>
Internal Services						
4210 Vehicle maintenance	15,235	15,593	18,190	16,000	15,430	18,123
4210-200 Vehicle maintenance-Sports Complex	895	1,489	3,778	1,500	1,914	4,000
4211 Misc vehicle maintenance charge	-	-	10	-	156	-
4250 School bus usage	19,813	21,263	25,065	20,200	20,200	20,200
4300 Central store	138	154	95	150	150	150
Subtotal	<u>36,081</u>	<u>38,499</u>	<u>47,138</u>	<u>37,850</u>	<u>37,850</u>	<u>42,473</u>
Other Charges						
5210 Postal/messenger service	3,040	2,187	1,844	2,750	2,750	2,000
5210-200 Postal/messenger service-Sprts Cmplx	41	176	88	250	250	150
5230 Telecommunications	8,479	5,409	5,317	6,000	6,000	6,000
5230-200 Telecommunications-Sports Complex	1,671	2,981	2,078	3,000	3,000	2,300
5510 Personnel development	3,286	1,484	3,097	2,050	2,050	3,000
5510-200 Personnel development-Sports Complex	413	54	150	-	-	-
5520 Employee Recognition Program	-	-	-	-	5	-
5810 Dues & memberships	1,315	1,048	1,148	1,450	1,450	1,200
5810-200 Dues & memberships-Sports Complex	30	75	75	-	-	-
5820 Assoc/meeting support charges	-	911	63	1,000	1,000	350
5828 Permit & licenses	571	632	632	600	632	650
5841 Rec services-sports camps	89,508	42,687	45,830	53,550	53,550	53,550
5842 Rec services-summer programs	10,873	11,573	12,721	14,000	14,000	14,000
5850 Mileage expenses	1,092	425	-	500	463	250
5850-200 Mileage expenses-Sports Complex	199	81	-	-	-	-
Subtotal	<u>120,518</u>	<u>69,723</u>	<u>73,043</u>	<u>85,150</u>	<u>85,150</u>	<u>83,450</u>

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General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
81712 Parks & Recreation						
Materials & Supplies						
6010 Office supplies	6,109	7,392	6,497	6,500	6,454	6,500
6011 Photo supplies	-	-	-	50	50	-
6020 Food & food service supplies	25,975	23,503	17,917	15,528	15,528	18,000
6020-200 Food & food service supplies-Sprts Cmplx	38,348	-	-	-	-	-
6030 Agricultural supplies	70	340	-	300	300	200
6040 Medical/laboratory supplies	618	-	-	650	650	300
6050 Housekeeping & janitorial supplies	817	565	642	600	600	600
6050-200 Housekeeping & janitorial-Sports Complex	10	-	825	-	-	-
6070 Repair & maintenance supplies	264	2,104	-	250	250	250
6070-200 Repair & maint supplies-Sprts Cmplx	10	-	-	-	-	-
6110 Uniforms & wearing apparel	493	935	1,242	1,000	1,000	1,300
6110-200 Uniforms & wearing apparel-Sprts Cmplx	-	1,330	164	900	900	500
6120 Books & subscriptions	116	176	212	-	46	200
6130 Educational & rec supplies	55,167	58,123	55,057	57,367	57,367	56,500
6130-200 Educational & rec supplies-Sprts Cmplx	13,708	3,869	5,774	5,800	5,800	5,800
6140 Other operating supplies	-	8,981	6,916	8,500	8,500	7,500
6170 Computer mat/supplies	89	990	389	1,375	1,375	1,400
6170-200 Computer supplies-Sports Complex	573	-	-	-	-	-
6171 Small equipment	-	-	4,380	-	-	-
6171-200 Small equipment-Sports Complex	4,419	401	460	2,500	2,500	2,000
6172 Minor furnishings	-	251	139	-	-	-
Subtotal	<u>146,786</u>	<u>108,960</u>	<u>100,614</u>	<u>101,320</u>	<u>101,320</u>	<u>101,050</u>
Leases & Rentals						
7100 Operating leases of equipment	16,688	16,868	16,806	17,900	17,900	7,700
7105 General equipment rental	-	358	-	-	-	-
7200-200 Oper lease of parks-Sports Complex	209,755	189,755	209,755	210,000	210,000	210,000
7500 Operating leases of building	79,587	109,678	147,129	118,000	121,726	123,000
Subtotal	<u>306,030</u>	<u>316,659</u>	<u>373,690</u>	<u>345,900</u>	<u>349,626</u>	<u>340,700</u>
Capital Outlay						
8075 Signage	3,150	-	-	-	-	-
8110 Machinery/equipment	-	3,852	7,942	-	-	-
8120 Furniture/fixtures	-	8,964	-	-	-	-
8170 Data processing equipment	-	-	3,391	9,500	9,500	16,000
8180 Building & grounds	3,175	-	-	-	-	-
Subtotal	<u>6,325</u>	<u>12,816</u>	<u>11,333</u>	<u>9,500</u>	<u>9,500</u>	<u>16,000</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	127	-	-	-
9021 Tennis Grant #615	-	1,000	-	-	-	-
9550-002 Safety Town VA Power	772	-	-	-	-	-
9550-003 Safety Town	-	-	-	-	1,550	-
9550-005 VDH Safety Town	870	-	-	-	-	-
9551 Youth Commission	1,000	500	500	2,000	2,000	2,000
9551-004 Youth Commission-programs	531	1,327	-	-	-	-
Subtotal	<u>3,173</u>	<u>2,827</u>	<u>627</u>	<u>2,000</u>	<u>3,550</u>	<u>2,000</u>
Activity Total	<u>\$ 2,070,777</u>	<u>\$ 1,831,986</u>	<u>\$ 1,833,967</u>	<u>\$ 1,955,928</u>	<u>\$ 1,957,478</u>	<u>\$ 1,964,713</u>
Personnel	\$ 1,331,532	\$ 1,169,955	\$ 1,125,286	\$ 1,250,068	\$ 1,250,068	\$ 1,266,990
Non-personnel	739,245	662,031	708,681	705,860	707,410	697,723
	<u>\$ 2,070,777</u>	<u>\$ 1,831,986</u>	<u>\$ 1,833,967</u>	<u>\$ 1,955,928</u>	<u>\$ 1,957,478</u>	<u>\$ 1,964,713</u>
	-2.48%	-11.53%	0.11%	6.65%	6.73%	0.45%

Community Services
Tourism & Events - Activity #81713

Mission

To increase awareness of and visitation in historic Yorktown and York County by marketing the County as a destination and by working with public and private sectors to develop, manage, and implement programs and events.

Goals

- Maintain active communication between the County and its businesses and citizens to create greater awareness and strengthen community involvement.
- Create and maintain an increased awareness of historic Yorktown and York County through a variety of marketing programs, promotional efforts, and special events.
- Serve as County liaison and resource to community groups by fostering the development of our tourism product and in the planning, managing, and implementation of existing and new concerts, events and programs.

Implementation Strategies

- Represent the County on a variety of boards, commissions and committees involved with events, marketing, and promotions related activities.
- Plan, conduct, and evaluate various Familiarization (FAM) tours, sales presentations and training opportunities designed to increase awareness of Yorktown.
- Increase advertising in various publications and on websites with high return on investment encouraging visitation to Yorktown.
- Produce and distribute professional quality sales collateral (i.e., brochures, flyers, maps) for use by visitors and residents in Yorktown and to fulfill mailings to potential visitors.
- Maintain public/visitor awareness by conducting promotional sales calls/missions to targeted groups, exhibiting at trade shows, and active participation in local, regional, state, and national associations in the tourism industry.
- Develop, conduct, promote, and evaluate a wide variety of events and entertainment activities to appeal to all ages.

Budget Comments - FY2014

Funding for personnel reflects rate increases in health insurance and a rate reduction in group life insurance.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures By Category</u>						
Personnel	\$ 81,551	\$ 82,398	\$ 82,855	\$ 87,220	\$ 87,220	\$ 89,204
Total Expenditures	\$ 81,551	\$ 82,398	\$ 82,855	\$ 87,220	\$ 87,220	\$ 89,204
<u>Funded FTEs</u>						
Professional/Technical	1.00	1.00	1.00	1.00	1.00	1.00
Total Funded FTEs	1.00	1.00	1.00	1.00	1.00	1.00

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
81713 Tourism & Events						
Personnel Services						
1515 Professional & technical salaries	\$ 61,824	\$ 61,824	\$ 61,824	\$ 64,915	\$ 64,915	\$ 66,213
1531 As required-professional/technical	1,828	1,765	1,675	1,765	1,765	1,765
2100 FICA	4,340	4,316	4,306	5,101	5,101	5,200
2200 VRS	8,309	8,730	8,730	7,705	7,705	7,859
2300 Health care	4,884	5,590	6,147	6,877	6,877	7,379
2400 Group life insurance	366	173	173	857	857	788
Subtotal	<u>81,551</u>	<u>82,398</u>	<u>82,855</u>	<u>87,220</u>	<u>87,220</u>	<u>89,204</u>
Activity Total	<u>\$ 81,551</u>	<u>\$ 82,398</u>	<u>\$ 82,855</u>	<u>\$ 87,220</u>	<u>\$ 87,220</u>	<u>\$ 89,204</u>
Personnel	\$ 81,551	\$ 82,398	\$ 82,855	\$ 87,220	\$ 87,220	\$ 89,204
Non-personnel	-	-	-	-	-	-
	<u>\$ 81,551</u>	<u>\$ 82,398</u>	<u>\$ 82,855</u>	<u>\$ 87,220</u>	<u>\$ 87,220</u>	<u>\$ 89,204</u>
	-4.18%	1.04%	0.55%	5.27%	5.27%	2.27%

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Capital Outlay & Non-Departmental

Capital Outlay & Non-Departmental includes activities related to various departments, which are not specific to one department. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Local/State/Fed Non-Categorical	\$ 4,247,443	\$ 4,262,947	\$ 3,922,146	\$ 3,901,127	\$ 3,901,127	\$ 3,972,492	45.86%
Donations	-	-	-	-	300	-	0.00%
Lodging Tax	1,806,254	1,892,917	1,908,115	1,890,000	1,890,000	1,920,000	22.16%
Meals Tax	2,523,027	2,625,620	2,685,782	2,600,000	2,600,000	2,750,000	31.75%
Return of Flexible Spending Account Funds	2,935	7,320	1,786	-	-	-	0.00%
Recovered Costs	-	-	856	-	-	-	0.00%
Rents	-	-	21,468	21,500	21,500	19,860	0.23%
State/Federal Aid & Grants	5,000	5,000	5,000	-	5,000	-	0.00%
Total Funding Sources	\$ 8,584,659	\$ 8,793,804	\$ 8,545,153	\$ 8,412,627	\$ 8,417,927	\$ 8,662,352	100.00%

							% Change Original 2013/ Adopted 2014
Expenditure by Activity							
Payments to Outside Entities	\$ 586,847	\$ 524,854	\$ 306,994	\$ 301,494	\$ 306,794	\$ 298,411	-1.02%
Non-Departmental	795,345	790,538	762,998	870,528	870,528	943,709	8.41%
Capital Outlay & Fund Transfers	7,202,467	7,460,564	7,475,161	7,190,605	7,190,605	7,370,232	2.50%
Appropriated Reserves	-	17,848	-	50,000	50,000	50,000	0.00%
Total Expenditures	\$ 8,584,659	\$ 8,793,804	\$ 8,545,153	\$ 8,412,627	\$ 8,417,927	\$ 8,662,352	2.97%

Expenditure by Category							
Personnel	\$ 754,195	\$ 744,322	\$ 713,161	\$ 834,028	\$ 834,028	\$ 897,709	7.64%
Operating	4,989,836	5,273,862	4,996,210	4,828,599	4,670,289	4,864,643	0.75%
Capital	2,840,628	2,775,620	2,835,782	2,750,000	2,913,610	2,900,000	5.45%
Total Expenditures	\$ 8,584,659	\$ 8,793,804	\$ 8,545,153	\$ 8,412,627	\$ 8,417,927	\$ 8,662,352	2.97%

Key Service Indicators

NASA Aeronautics Support Team

Employees that are York residents 450 450 450 523 523 523

Hampton Roads Military & Federal Facilities

Per capita rate \$ 0.50 \$ 0.50 \$ 0.50 \$ 0.50 \$ 0.50 \$ 0.50

Regional Air Service Enhancement Fund

Per capita rate \$ 0.40 \$ 0.40 \$ 0.40 \$ 0.40 \$ 0.40 \$ 0.40

Thomas Nelson Community College

York County enrollment 1,396 1,396 1,331 1,397 1,397 1,374

YMCA

Upper County average membership 6,768 6,835 6,704 6,637 6,637 5,467

York County Arts Commission

Performances 300 359 359 260 260 323

York County Historical Committee

Volunteer hours 3,300 1,257 1,300 1,350 1,350 1,350

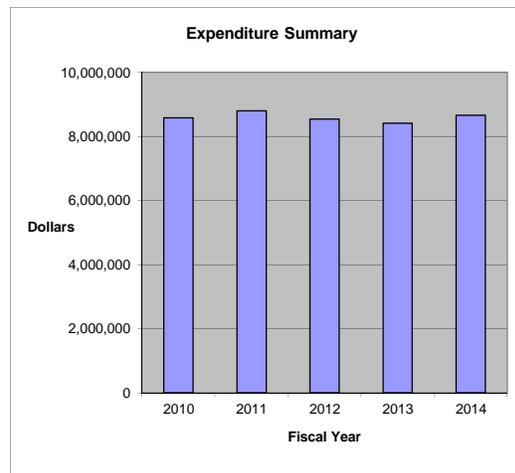
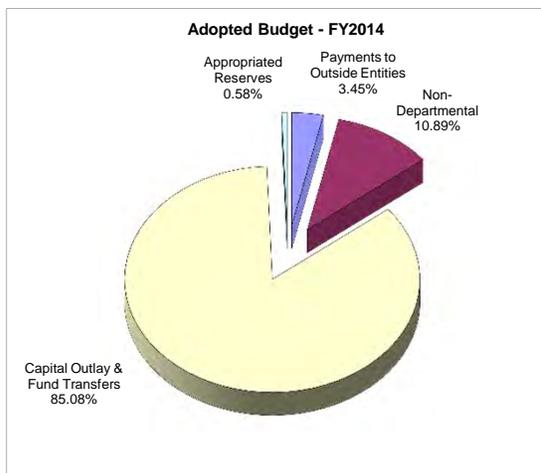
Non-Departmental and Capital Outlay & Fund Transfers

Employees that received termination pay 23 37 59 40 42 40

Unemployment claims 10 12 13 12 12 13

Capital projects supported 2 - - - 1 -

Outstanding principal \$ 31,003,274 \$ 31,981,737 \$ 30,071,779 \$ 35,873,845 \$ 28,620,411 \$ 27,118,221



**Capital Outlay & Non-Departmental
Payments to Outside Entities - Activity #90721**

This activity provides support for the following programs:

NASA Aeronautics Support Team: Program provides awareness to aeronautical and space research.

Arts Commission: Programs supported in FY2013: 1781 Foundation, Arc of Greater Wmbg, Celebrate Yorktown Committee/Concerts, Chesapeake Bay Wind Ensemble, Cultural Alliance of Greater Hampton Roads, Fifes and Drums of York Town, First Night of Wmsbg, Flute Frenzy, Jamestown/Yorktown Foundation, Public Times Chorus, Peninsula Community Theater, Riverwalk Landing Business Association, Senior Center of York, This Century Art Gallery, VA Chorale, VA Opera, VA Shakespeare Festival, VA Stage Company, VA Symphony Orchestra, Watermen's Museum, Wmsbg Choral Guild, Wmsbg Consort, Wmsbg Music Club, Wmsbg Players, Wmsbg Regional Library, Wmsbg Women's Chorus, Wmsbg Symphonia, York County Historical Museum, York County Public Library, York River Symphony Orchestra, Yorktown Arts Foundation, Yorktown Chorale and Young Audiences of VA.

Hampton Roads Military & Federal Facilities: Program to collectively focus area efforts on preserving and growing Federal capabilities within the Hampton Roads region.

Regional Air Service Enhancement Fund: Program provides the business community the opportunity to share information relating to current and future airport service. Support has been provided to help increase the number of flights in and out of Newport News Williamsburg Airport and the number of routes.

Thomas Nelson Community College: Program provides funding for site improvements to the college campus and support for the Peninsula Work Force Development Center and Discovery Center.

York County Historical Committee: Program serves as an advisory body to the Board of Supervisors on matters of a historical nature dealing with the County and the Town of York.

YMCA: Program provides a public-private partnership for the Upper County Community Center.

Budget Comments - FY2014

A decrease in funding is programmed for TNCC, based on a decline in enrollment.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 586,847	\$ 524,854	\$ 306,994	\$ 301,494	\$ 306,794	\$ 298,411
Total Expenditures	\$ 586,847	\$ 524,854	\$ 306,994	\$ 301,494	\$ 306,794	\$ 298,411

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
90721						
Payments to Outside Entities						
Contractual Services						
3806 NASA/Langley Comm Supp	\$ 22,800	\$ 21,660	\$ 21,227	\$ 21,227	\$ 21,227	\$ 21,227
3811 York County Arts Commission	64,000	35,400	15,200	15,200	15,200	15,200
3814 HR Military & Federal Facilities Alliance	31,365	28,801	28,225	28,225	28,225	28,225
3826-001 Regional Air Service Enhancement Fund	25,840	24,548	24,057	24,057	24,057	24,057
3827 TNCC Capital Program	77,224	82,242	81,170	81,170	81,170	76,192
3829 Hampton Roads Partnership	10,118	500	500	-	-	-
3831 York County Historical Committee	10,500	4,988	-	4,494	4,494	4,494
3832 TNCC Penin Work Force Dev Center	21,000	21,000	21,000	21,000	21,000	21,000
3834 TNCC Discovery Center	27,000	30,215	31,121	31,121	31,121	33,016
3840 YMCA-Lower County Center	200,000	200,000	-	-	-	-
3840-001 YMCA-Upper County Center	75,000	75,000	75,000	75,000	75,000	75,000
Subtotal	<u>564,847</u>	<u>524,354</u>	<u>297,500</u>	<u>301,494</u>	<u>301,494</u>	<u>298,411</u>
Contributions						
9711-001 Arts Commission - State grant	5,000	-	5,000	-	5,000	-
9712 Zweibrucken Exchange Prog donation	-	-	-	-	300	-
9730 Wmsbg Land Conservancy	1,000	500	-	-	-	-
9731 York County Historical Committee	-	-	4,494	-	-	-
9735 York County Historical Museum	16,000	-	-	-	-	-
Subtotal	<u>22,000</u>	<u>500</u>	<u>9,494</u>	<u>-</u>	<u>5,300</u>	<u>-</u>
Activity Total	<u>\$ 586,847</u>	<u>\$ 524,854</u>	<u>\$ 306,994</u>	<u>\$ 301,494</u>	<u>\$ 306,794</u>	<u>\$ 298,411</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>586,847</u>	<u>524,854</u>	<u>306,994</u>	<u>301,494</u>	<u>306,794</u>	<u>298,411</u>
	<u>\$ 586,847</u>	<u>\$ 524,854</u>	<u>\$ 306,994</u>	<u>\$ 301,494</u>	<u>\$ 306,794</u>	<u>\$ 298,411</u>
	-20.46%	-10.56%	-41.51%	-1.79%	-0.07%	-1.02%

**Capital Outlay & Non-Departmental
Non-Departmental - Activity #90911**

This activity accounts for the following: termination pay, retiree health insurance, Patient Protection & Affordability Care Act (PPACA) research and reissuance fees, unemployment compensation, employee assistance program, safety committee program, administrative costs for flexible spending accounts, and other miscellaneous employee benefits.

Budget Comments - FY2014

Funding provides for a new \$1 research fee and \$63 reinsurance fee per covered member on the County's health insurance plan (part of the new PPACA legislation) and an increase in unemployment claims based on trends.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Personnel	\$ 754,195	\$ 744,322	\$ 713,161	\$ 834,028	\$ 834,028	\$ 897,709
Operating	<u>41,150</u>	<u>46,216</u>	<u>49,837</u>	<u>36,500</u>	<u>36,500</u>	<u>46,000</u>
Total Expenditures	<u>\$ 795,345</u>	<u>\$ 790,538</u>	<u>\$ 762,998</u>	<u>\$ 870,528</u>	<u>\$ 870,528</u>	<u>\$ 943,709</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
90911 Non-Departmental						
Personnel Services						
1599 Other pay	\$ 51,504	\$ 100,159	\$ 586,340	\$ 157,963	\$ 157,963	\$ 156,644
1599-001 Other pay-Const Officers	19,257	33,922	76,066	60,000	60,000	60,000
1599-002 Service awards- Vteam	-	4,845	3,645	-	-	-
1599-003 Taxable fringe benefits	-	525	195	-	-	-
1599-003-001 Deduction- taxable fringe	-	(350)	(195)	-	-	-
1999-999-999-999 Charge out wages	-	(5,020)	(3,645)	-	-	-
2100 FICA	3,956	7,646	44,875	11,475	11,475	11,475
2100-001 FICA - Const Offices	1,478	2,595	5,880	4,590	4,590	4,590
2100-002 FICA- Vteam	-	351	269	-	-	-
2100-003 FICA- Taxable fringe	-	39	14	-	-	-
2300 Health care retirees	78,000	-	-	-	-	-
2300-001 Health care retirees-OPEB	600,000	600,000	-	600,000	600,000	600,000
2300-002 PPACA Research Fee	-	-	-	-	-	2,000
2300-003 PPACA Reinsurance Fee	-	-	-	-	-	63,000
2999-999-999-999 Charge out fringes-grants	-	(390)	(283)	-	-	-
Subtotal	<u>754,195</u>	<u>744,322</u>	<u>713,161</u>	<u>834,028</u>	<u>834,028</u>	<u>897,709</u>
Other Charges						
5350 Unemployment insurance claims	12,212	19,126	17,216	15,000	15,000	15,000
5350-001 Unempl ins claims-Const Officers	3,056	-	13,014	-	-	10,000
5360 Employee Assistance program	9,545	9,587	9,625	10,000	10,000	10,000
5361 Safety Committee program	1,275	999	1,000	1,000	1,000	1,000
5362 Flexible spending acct program	4,565	3,317	3,447	4,500	4,500	4,000
5365 Flu shots	4,788	4,060	856	-	-	-
5520 Employee recognition program	5,709	9,127	4,679	6,000	6,000	6,000
Subtotal	<u>41,150</u>	<u>46,216</u>	<u>49,837</u>	<u>36,500</u>	<u>36,500</u>	<u>46,000</u>
Activity Total	<u>\$ 795,345</u>	<u>\$ 790,538</u>	<u>\$ 762,998</u>	<u>\$ 870,528</u>	<u>\$ 870,528</u>	<u>\$ 943,709</u>
Personnel	\$ 754,195	\$ 744,322	\$ 713,161	\$ 834,028	\$ 834,028	\$ 897,709
Non-personnel	<u>41,150</u>	<u>46,216</u>	<u>49,837</u>	<u>36,500</u>	<u>36,500</u>	<u>46,000</u>
	<u>\$ 795,345</u>	<u>\$ 790,538</u>	<u>\$ 762,998</u>	<u>\$ 870,528</u>	<u>\$ 870,528</u>	<u>\$ 943,709</u>
	1.93%	-0.60%	-3.48%	14.09%	14.09%	8.41%

**Capital Outlay & Non-Departmental
Capital Outlay & Fund Transfers - Activity #90912**

This activity accounts for certain capital projects and transfers to other funds. Fifty-percent of the meals tax is transferred to the Water Utility, Sewer Utility and Stormwater Management Funds, for projects. The General Fund makes an additional transfer to the Stormwater Management Fund for minor drainage improvements. Three-fifths of the lodging tax revenue is transferred to the Tourism Fund, in support of tourism in York County. This activity also accounts for the transfer to the Children and Family Services Fund for the County's local support of the Head Start and USDA programs and for the transfer to the County Debt Service Fund for debt repayment on County capital projects.

Budget Comments - FY2014

For the fourth consecutive year, there is no funding for general government capital projects, other than for minor drainage projects. An operating increase is provided for the 3/5s transfer of the lodging tax to the Tourism Fund, based on a projected increase in lodging tax. The local match for the Head Start and USDA programs remains level. Capital funding reflects the transfer of meals tax to the water, sewer and stormwater funds for projects, based on a increase in projected meals tax.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditures</u>						
Operating	\$ 4,361,839	\$ 4,684,944	\$ 4,639,379	\$ 4,440,605	\$ 4,276,995	\$ 4,470,232
Capital	<u>2,840,628</u>	<u>2,775,620</u>	<u>2,835,782</u>	<u>2,750,000</u>	<u>2,913,610</u>	<u>2,900,000</u>
Total Expenditures	<u>\$ 7,202,467</u>	<u>\$ 7,460,564</u>	<u>\$ 7,475,161</u>	<u>\$ 7,190,605</u>	<u>\$ 7,190,605</u>	<u>\$ 7,370,232</u>

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
90912 Capital Outlay & Fund Transfers						
Capital Outlay						
8495 Emer communications system	\$ -	\$ -	\$ -	\$ -	\$ 163,610	\$ -
8625 Roof repair/replacement	36,903	-	-	-	-	-
8630 HVAC replacement	130,697	-	-	-	-	-
Subtotal	<u>167,600</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>163,610</u>	<u>-</u>
Transfers to Other Funds						
9200 Water & Sewer Funds	2,018,422	2,100,496	2,148,626	2,080,000	2,080,000	2,200,000
9208 Tourism Fund	1,806,254	1,892,917	1,908,115	1,890,000	1,890,000	1,920,000
9226 Stormwater Mgmt Fund-Drainage	150,000	150,000	150,000	150,000	150,000	150,000
9226-001 Stormwater Management Fund	504,606	525,124	537,156	520,000	520,000	550,000
9251 Children & Family Services Fund	350,036	224,125	259,794	250,000	250,000	250,000
9280 County Debt Service Fund	2,205,549	2,567,902	2,471,470	2,300,605	2,136,995	2,300,232
Subtotal	<u>7,034,867</u>	<u>7,460,564</u>	<u>7,475,161</u>	<u>7,190,605</u>	<u>7,026,995</u>	<u>7,370,232</u>
Activity Total	<u>\$ 7,202,467</u>	<u>\$ 7,460,564</u>	<u>\$ 7,475,161</u>	<u>\$ 7,190,605</u>	<u>\$ 7,190,605</u>	<u>\$ 7,370,232</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>7,202,467</u>	<u>7,460,564</u>	<u>7,475,161</u>	<u>7,190,605</u>	<u>7,190,605</u>	<u>7,370,232</u>
	<u>\$ 7,202,467</u>	<u>\$ 7,460,564</u>	<u>\$ 7,475,161</u>	<u>\$ 7,190,605</u>	<u>\$ 7,190,605</u>	<u>\$ 7,370,232</u>
	7.77%	3.58%	0.20%	-3.81%	-3.81%	2.50%

**Capital Outlay & Non-Departmental
Appropriated Reserves - Activity #90913**

This activity is responsible for accounting for contingencies.

Budget Comments - FY2014

Level funding is provided.

	FY2010 Actual <u>Amount</u>	FY2011 Actual <u>Amount</u>	FY2012 Actual <u>Amount</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
<u>Expenditures</u>						
Operating	\$ -	\$ 17,848	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Total Expenditures	\$ -	\$ 17,848	\$ -	\$ 50,000	\$ 50,000	\$ 50,000

General Fund Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
90913						
Appropriated Reserves						
Appropriation Reserves						
9602 Citizen surveys	\$ -	\$ 17,848	\$ -	\$ -	\$ 9,702	\$ -
9700-043 Payment to EDA (Kingsmill)	-	-	-	-	5,000	-
9821 Reserve general contingencies	-	-	-	50,000	35,298	50,000
Activity Total	<u>\$ -</u>	<u>\$ 17,848</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	-	17,848	-	50,000	50,000	50,000
	<u>\$ -</u>	<u>\$ 17,848</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
	-100.00%	100.00%	-100.00%	100.00%	100.00%	0.00%

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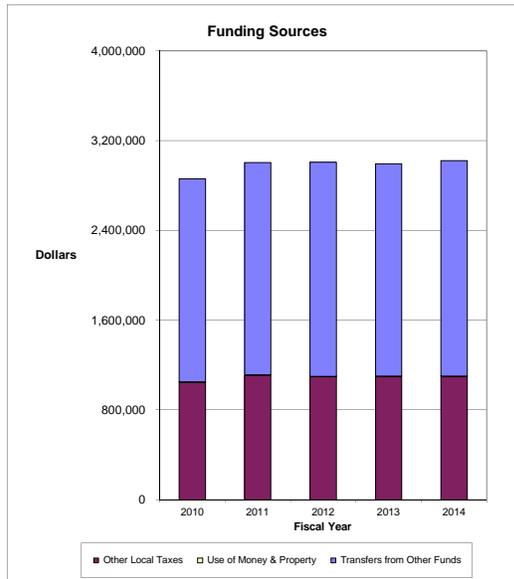
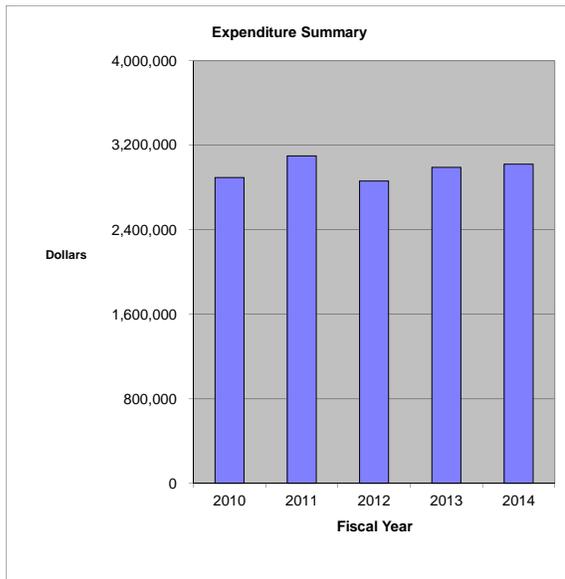
**TOURISM
FUND 8
FUND BALANCE SUMMARY FISCAL YEARS 2013- 2014**

Beginning Fund Balance 7/1/2012		\$ -
Projected FY2013 Revenues		
Local	\$ 1,102,500	
Other financing sources	<u>1,890,000</u>	
Total	\$ 2,992,500	
Projected FY2013 Expenditures	<u>2,992,500</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
Local	\$ 1,101,200	
Other financing sources	<u>1,920,000</u>	
Total	\$ 3,021,200	
Projected FY2014 Expenditures	<u>3,021,200</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u><u>\$ -</u></u>

**TOURISM
FUND 8**

This fund accounts for the revenues and expenditures relating to the County's tourism programs. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Other Local Taxes	\$ 1,046,633	\$ 1,109,824	\$ 1,098,235	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000	36.41%
Use of Money & Property	5,398	2,796	1,889	2,500	2,500	1,200	0.04%
Recovered Costs	-	-	4,000	-	-	-	0.00%
Transfers from Other Funds	1,806,254	1,892,917	1,908,115	1,890,000	1,890,000	1,920,000	63.55%
Total Funding Sources	\$ 2,858,285	\$ 3,005,537	\$ 3,012,239	\$ 2,992,500	\$ 2,992,500	\$ 3,021,200	100.00%
Expenditure by Activity							
4th of July Celebration	\$ 74,232	\$ 70,299	\$ 48,197	\$ 70,000	\$ 70,000	\$ 81,950	17.07%
Tourism Development & Events	407,513	401,691	412,498	414,936	414,936	426,389	2.76%
Payments to Outside Entities	1,529,381	1,568,872	1,543,103	1,558,315	1,558,315	1,596,931	2.48%
Yorktown Revitalization	779,854	960,444	760,293	842,536	842,536	798,760	-5.20%
Yorktown Trolley Operations	105,419	98,870	99,574	106,713	106,713	117,170	9.80%
Total Expenditures	\$ 2,896,399	\$ 3,100,176	\$ 2,863,665	\$ 2,992,500	\$ 2,992,500	\$ 3,021,200	0.96%
Expenditure by Category							
Personnel	\$ 166,715	\$ 166,392	\$ 167,883	\$ 183,876	\$ 183,876	\$ 187,129	1.77%
Operating	2,729,684	2,933,784	2,692,307	2,808,624	2,808,624	2,828,271	0.70%
Capital	-	-	3,475	-	-	5,800	100.00%
Total Expenditures	\$ 2,896,399	\$ 3,100,176	\$ 2,863,665	\$ 2,992,500	\$ 2,992,500	\$ 3,021,200	0.96%
Funded FTEs							
Professional/Technical	2.00	2.00	2.00	2.00	2.00	2.00	
Total Funded FTEs	2.00	2.00	2.00	2.00	2.00	2.00	
Key Service Indicators							
Trolley ridership	100,833	84,440	81,055	82,000	82,000	82,000	
County event attendance	69,000	74,000	98,000	72,000	95,000	95,000	
Visitor inquiries	5,039	5,000	5,105	5,200	5,200	5,200	
Williamsburg Area Transit Authority							
Number of passenger trips	974,384	1,056,158	1,076,763	1,013,560	1,039,076	1,085,835	
Greater Wsmbg Chamber & Tourism Alliance							
York County members	250	250	250	250	250	250	
Watermen's Museum							
Number of patrons	16,952	10,800	24,493	427,000	43,550	182,000	
Yorktown Foundation Tall Ships Committee							
Number of ship visits	5	10	15	4	4	4	
Celebrate Yorktown Committee-Symphony							
Number of patrons	5,000	5,000	5,000	5,000	5,000	5,000	
Virginia Air & Space Center							
Number of admissions for York County residents	36,018	24,134	19,952	26,000	20,952	21,500	



Revenues		FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
TOURISM FUND							
30312	Other Local Taxes						
	1100 \$2.00 Transient Occ tax	\$ 1,046,633	\$ 1,109,824	\$ 1,098,235	\$ 1,100,000	\$ 1,100,000	\$ 1,100,000 A
	Subtotal	<u>1,046,633</u>	<u>1,109,824</u>	<u>1,098,235</u>	<u>1,100,000</u>	<u>1,100,000</u>	<u>1,100,000</u>
30315	Use of Money & Property						
	1010 Interest on deposits	5,398	2,792	1,889	2,500	2,500	1,200
	Subtotal	<u>5,398</u>	<u>2,792</u>	<u>1,889</u>	<u>2,500</u>	<u>2,500</u>	<u>1,200</u>
30318	Miscellaneous						
	3010 Prior year expenditures	-	4	-	-	-	-
	Subtotal	<u>-</u>	<u>4</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30319	Recovered Costs						
	1073 EDA Civil War & Maritime	-	-	4,000	-	-	-
	Subtotal	<u>-</u>	<u>-</u>	<u>4,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds						
	1010 General Fund	1,806,254	1,892,917	1,908,115	1,890,000	1,890,000	1,920,000 B
	Subtotal	<u>1,806,254</u>	<u>1,892,917</u>	<u>1,908,115</u>	<u>1,890,000</u>	<u>1,890,000</u>	<u>1,920,000</u>
	Fund Total	<u>\$ 2,858,285</u>	<u>\$ 3,005,537</u>	<u>\$ 3,012,239</u>	<u>\$ 2,992,500</u>	<u>\$ 2,992,500</u>	<u>\$ 3,021,200</u>

A For the Counties of James City and York, Section 58.1-3823 of the Code of Virginia allows for the imposition of an additional transient occupancy tax not to exceed \$2.00 per room per night for the occupancy of any overnight guest room. The revenues collected from the additional tax shall be designated and expended solely for advertising the Historic Triangle Area.

B Section 58.1-3819 of the Code of Virginia allows for the imposition of a transient occupancy tax on hotels, motels, boarding houses, travel campgrounds, and other facilities offering guest rooms rented out for continuous occupancy for fewer than 30 consecutive days. The tax shall not exceed 5% of the amount of the charge for the occupancy. The revenues collected from the portion of the tax that exceeds 2% shall be designated and spent for promoting tourism, travel or business that generates tourism or travel in the locality. The 5% tax is collected in the General Fund, and 3/5 of the amount is transferred to the Tourism Fund.

Tourism Fund
4th of July Celebration - Activity #90712

Budget Comments - FY2014

Provides support for the 4th of July event in historic Yorktown. Funding reflects increases in miscellaneous contractual services.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 74,232	\$ 70,299	\$ 48,197	\$ 70,000	\$ 70,000	\$ 81,950
Total Expenditures	\$ 74,232	\$ 70,299	\$ 48,197	\$ 70,000	\$ 70,000	\$ 81,950

Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
TOURISM FUND						
90712	4th of July Celebration					
Contractual Services						
3200 Temporary help services	\$ 4,404	\$ 3,584	\$ 2,240	\$ 4,200	\$ 4,200	\$ 3,000
3600 Advertising	4,882	2,332	5,168	2,500	2,500	2,000
3920 Misc contractual services	165	2,520	5,401	1,000	1,000	11,500
Subtotal	<u>9,451</u>	<u>8,436</u>	<u>12,809</u>	<u>7,700</u>	<u>7,700</u>	<u>16,500</u>
Internal Services						
4210 Vehicle maintenance	326	368	-	400	400	400
Subtotal	<u>326</u>	<u>368</u>	<u>-</u>	<u>400</u>	<u>400</u>	<u>400</u>
Inspection/Permit Fees						
5828 Inspection/permit fees	100	-	-	-	-	-
	<u>100</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies						
6020 Food & food svc supplies	2,813	3,229	2,651	3,300	3,300	3,300
6110 Uniforms/wearing apparel	623	464	397	600	600	500
6140 Other operating supplies	2,013	1,850	1,520	2,000	2,000	1,750
6503 Fireworks	25,000	25,000	12,500	25,000	25,000	25,000
Subtotal	<u>30,449</u>	<u>30,543</u>	<u>17,068</u>	<u>30,900</u>	<u>30,900</u>	<u>30,550</u>
Leases & Rentals						
7105 General equipment rental	33,906	30,952	18,320	31,000	31,000	34,500
Subtotal	<u>33,906</u>	<u>30,952</u>	<u>18,320</u>	<u>31,000</u>	<u>31,000</u>	<u>34,500</u>
Activity Total	<u>\$ 74,232</u>	<u>\$ 70,299</u>	<u>\$ 48,197</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 81,950</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>74,232</u>	<u>70,299</u>	<u>48,197</u>	<u>70,000</u>	<u>70,000</u>	<u>81,950</u>
	<u>\$ 74,232</u>	<u>\$ 70,299</u>	<u>\$ 48,197</u>	<u>\$ 70,000</u>	<u>\$ 70,000</u>	<u>\$ 81,950</u>
	14.65%	-5.30%	-31.44%	45.24%	45.24%	17.07%

Tourism Fund
Tourism Development & Events - Activity #90713

Mission

To increase awareness of and visitation in historic Yorktown and York County by marketing the County as a destination and by working with public and private sectors to develop, manage, and implement programs which promote and encourage increased awareness and visitation.

Goals

- Maintain active communication between the County and its businesses and citizens to create greater awareness and strengthen community involvement.
- Create and maintain an increased awareness of historic Yorktown and York County through a variety of marketing programs, promotional efforts, and special events.
- Serve as County liaison and resource to community groups by fostering the development of our tourism product.

Implementation Strategies

- Represent the County on a variety of boards, commissions and committees involved with marketing and promotion related activities.
- Plan, conduct, and evaluate various Familiarization (FAM) tours, sales presentations and training opportunities designed to increase awareness of Yorktown.
- Increase advertising in various publications and on websites with a high return on investment encouraging visitation to Yorktown.
- Produce and distribute professional quality sales collateral (i.e., brochures, flyers) for use by targeted groups and use in fulfillment of mailings to potential visitors.
- Maintain public/visitor awareness by conducting promotional sales calls/missions to targeted groups, exhibiting at trade shows, and active participation in local, regional, state, and national associations in the tourism industry.
- Promote and evaluate a wide variety of events and activities to appeal to all ages.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed to support the routine replacement of equipment at the York Hall "Sights & Sounds" display and a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 123,781	\$ 127,292	\$ 131,089	\$ 137,586	\$ 137,586	\$ 140,839
Operating	283,732	274,399	277,934	277,350	277,350	279,750
Capital	-	-	3,475	-	-	5,800
Total Expenditures	<u>\$ 407,513</u>	<u>\$ 401,691</u>	<u>\$ 412,498</u>	<u>\$ 414,936</u>	<u>\$ 414,936</u>	<u>\$ 426,389</u>
<u>Funded FTEs</u>						
Professional/Technical	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Total Funded FTEs	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
TOURISM FUND						
90713 Tourism Development & Events						
Personnel Services						
1515 Professional & technical salaries	\$ 87,508	\$ 87,403	\$ 87,508	\$ 91,883	\$ 91,883	\$ 93,720
1531 As required-professional/technical	-	45	-	-	-	-
1531-001 As required-professional/tech-events	3,816	5,325	6,677	6,500	6,500	6,700
1595 Overtime	332	-	681	-	-	-
1595-001 Overtime-events	-	-	15	1,000	1,000	500
1596 Holiday worked	-	105	140	-	-	-
1599-002 Service awards-Vteam	-	-	30	-	-	-
1999-999-999-999 Charge out wages-grants/other	-	-	(30)	-	-	-
2100 FICA	6,540	6,530	6,424	7,603	7,603	7,721
2100-001 FICA-events	122	183	439	-	-	-
2100-002 FICA service awards-Vteam	-	-	2	-	-	-
2200 VRS	11,761	12,356	12,356	10,907	10,907	11,125
2300 Health care	13,183	15,100	16,604	18,480	18,480	19,958
2400 Group life insurance	519	245	245	1,213	1,213	1,115
2999-999-999-999 Charge out fringes-grants/other	-	-	(2)	-	-	-
Subtotal	<u>123,781</u>	<u>127,292</u>	<u>131,089</u>	<u>137,586</u>	<u>137,586</u>	<u>140,839</u>
Contractual Services						
3033 Sheriff patrol	117,800	114,361	103,847	120,000	120,000	120,000
3310 Repairs & maintenance	-	201	-	200	200	100
3310-001 Repairs & maintenance-events	-	-	-	1,000	1,000	500
3500 Printing	20,430	16,826	31,518	19,000	19,000	19,000
3500-001 Printing-events	2,115	3,246	1,885	2,300	2,300	2,150
3600 Advertising	52,718	53,439	51,601	51,250	51,250	54,250
3600-001 Advertising-events	13,271	12,830	15,019	13,400	13,400	13,400
3600-034 Advertising-EDA	-	-	4,032	-	-	-
3920 Misc contractual services	1,900	1,450	700	1,500	1,500	1,500
3920-001 Misc contractual services-events	40,525	41,628	41,619	42,200	42,200	42,200
3920-002 Riverwalk Landing Village Events	6,400	6,400	6,400	6,400	6,400	6,400
Subtotal	<u>255,159</u>	<u>250,381</u>	<u>256,621</u>	<u>257,250</u>	<u>257,250</u>	<u>259,500</u>
Internal Services						
4210 Vehicle maintenance	-	-	9	50	50	25
4211 Misc vehicle maint charges	13	-	-	-	-	-
Subtotal	<u>13</u>	<u>-</u>	<u>9</u>	<u>50</u>	<u>50</u>	<u>25</u>
Other Charges						
5210 Postal/messenger service	3,328	3,223	3,783	3,200	3,200	3,800
5230 Telecommunications	625	591	458	650	650	450
5510 Personnel development	1,125	805	1,574	800	800	800
5810 Dues & memberships	1,960	1,559	2,100	2,000	2,000	2,100
5820 Assoc/meeting support	3,564	3,146	2,472	2,500	2,500	2,500
5828-001 Application/permit fees-events	960	930	880	1,000	1,000	900
5850 Mileage	1,972	1,624	1,064	1,000	1,000	1,100
5910 Marketing	3,925	3,871	3,925	3,750	3,750	3,750
Subtotal	<u>17,459</u>	<u>15,749</u>	<u>16,256</u>	<u>14,900</u>	<u>14,900</u>	<u>15,400</u>
Materials & Supplies						
6010 Office Supplies	838	424	702	600	600	600
6011 Photo Supplies	372	-	-	150	150	75
6020 Food & food svc supplies	961	705	750	750	750	750
6020-001 Food & food svc supplies-events	450	648	344	500	500	500
6070-001 Repairs & maint supplies-events	-	132	-	-	-	-
6110 Uniforms & wearing apparel	316	-	345	100	100	100
6110-001 Uniforms & wearing apparel-events	1,781	218	326	200	200	200
6120 Books & subscriptions	397	108	179	200	200	200
6139-001 Event supplies	1,481	641	528	700	700	550
6142 Promotional supplies	842	996	189	500	500	500
6142-001 Promotional supplies	1,495	3,004	558	-	-	-
6170 Computer mat/supplies	360	464	52	250	250	150
6171 Small equipment	-	-	165	-	-	-
Subtotal	<u>9,293</u>	<u>7,340</u>	<u>4,138</u>	<u>3,950</u>	<u>3,950</u>	<u>3,625</u>
Leases & Rentals						
7105-001 General equipment rental-events	1,808	929	910	1,200	1,200	1,200
Subtotal	<u>1,808</u>	<u>929</u>	<u>910</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
Capital Outlay						
8110 Machinery/equipment	-	-	-	-	-	4,000
8170 Data processing equip	-	-	2,072	-	-	1,800
8170-001 Data processing equip-events	-	-	1,403	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>3,475</u>	<u>-</u>	<u>-</u>	<u>5,800</u>
Activity Total	<u>\$ 407,513</u>	<u>\$ 401,691</u>	<u>\$ 412,498</u>	<u>\$ 414,936</u>	<u>\$ 414,936</u>	<u>\$ 426,389</u>
Personnel	\$ 123,781	\$ 127,292	\$ 131,089	\$ 137,586	\$ 137,586	\$ 140,839
Non-personnel	<u>283,732</u>	<u>274,399</u>	<u>281,409</u>	<u>277,350</u>	<u>277,350</u>	<u>285,550</u>
	<u>\$ 407,513</u>	<u>\$ 401,691</u>	<u>\$ 412,498</u>	<u>\$ 414,936</u>	<u>\$ 414,936</u>	<u>\$ 426,389</u>
	4.47%	-1.43%	2.69%	0.59%	0.59%	2.76%

Tourism Fund
Payments to Outside Entities - Activity #90915

This activity provides support for the following programs:

Williamsburg Area Transit Authority: support for the regional transit authority.

Greater Williamsburg Chamber & Tourism Alliance: support for the Historic Triangle by encouraging the growth of existing businesses and promoting the area as a year-round travel destination.

\$2.00 Transient Occupancy Tax: per Section 58.1-3823 of the Code of Virginia, the revenues collected from the additional tax shall be designated and expended solely for advertising the Historic Triangle area. This tax is passed on to the Williamsburg Area Destination Marketing Committee (WADMC).

Historic Triangle Collaborative: operating support to work collaboratively among the region to achieve sustainable economic and quality of life benefits for the Historic Triangle.

Watermen's Museum: support to preserve the heritage of the watermen of the Chesapeake Bay, interpret their culture and contributions to the region, for educational opportunities, and to preserve and enhance the environment of the Chesapeake Bay.

Yorktown Foundation Tall Ships: support for bringing Tall Ships to Yorktown.

Celebrate Yorktown Committee Symphony: support to sponsor the Virginia Symphony concert at the end of the summer.

Virginia Air and Space Center: support of the "21st Century Classroom" project.

Budget Comments - FY2014

Funding to the agencies reflects level funding, except for an increase to the Williamsburg Area Transit Authority due to a loss of funding from the Congestion Migration & Air Quality (CMAQ) Improvement grant, that supported services over the past three years.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 1,529,381	\$ 1,568,872	\$ 1,543,103	\$ 1,558,315	\$ 1,558,315	\$ 1,596,931
Total Expenditures	\$ 1,529,381	\$ 1,568,872	\$ 1,543,103	\$ 1,558,315	\$ 1,558,315	\$ 1,596,931

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
TOURISM FUND						
90915 Payments to Outside Entities						
Contractual Services						
3802 Williamsburg Area Transit Authority	\$ 272,878	\$ 272,878	\$ 272,878	\$ 286,522	\$ 286,522	\$ 325,138
3808 Chamber & Tourism Alliance	148,470	148,470	134,687	134,687	134,687	134,687
3824 \$2.00 Transient Occ tax	1,046,633	1,109,824	1,098,235	1,100,000	1,100,000	1,100,000
3844 Historic Triangle Collaborative	-	7,000	6,650	6,500	6,500	6,500
Subtotal	<u>1,467,981</u>	<u>1,538,172</u>	<u>1,512,450</u>	<u>1,527,709</u>	<u>1,527,709</u>	<u>1,566,325</u>
Contributions						
8011 Watermen's Museum-operations	30,000	15,000	15,000	15,000	15,000	15,000
8012 Yorktown Foundation-Tall Ships	4,750	2,375	2,328	2,281	2,281	2,281
8032 Celebrate Yktn Comm-Symphony	6,650	3,325	3,325	3,325	3,325	3,325
8043 Virginia Air & Space Center	20,000	10,000	10,000	10,000	10,000	10,000
Subtotal	<u>61,400</u>	<u>30,700</u>	<u>30,653</u>	<u>30,606</u>	<u>30,606</u>	<u>30,606</u>
Activity Total	<u>\$ 1,529,381</u>	<u>\$ 1,568,872</u>	<u>\$ 1,543,103</u>	<u>\$ 1,558,315</u>	<u>\$ 1,558,315</u>	<u>\$ 1,596,931</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,529,381</u>	<u>1,568,872</u>	<u>1,543,103</u>	<u>1,558,315</u>	<u>1,558,315</u>	<u>1,596,931</u>
	<u>\$ 1,529,381</u>	<u>\$ 1,568,872</u>	<u>\$ 1,543,103</u>	<u>\$ 1,558,315</u>	<u>\$ 1,558,315</u>	<u>\$ 1,596,931</u>
	-5.60%	2.58%	-1.64%	0.99%	0.99%	2.48%

Tourism Fund
Yorktown Revitalization - Activity #90917

Budget Comments - FY2014

Funding provides for the transfer to the Yorktown Capital Improvements Fund for repayment toward an interfund loan and a transfer to the County Debt Service Fund for debt service related to Riverwalk Landing.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 779,854	\$ 960,444	\$ 760,293	\$ 842,536	\$ 842,536	\$ 798,760
Total Expenditures	\$ 779,854	\$ 960,444	\$ 760,293	\$ 842,536	\$ 842,536	\$ 798,760

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
TOURISM FUND						
90917 Yorktown Revitalization						
8000 Contingency	\$ -	\$ -	\$ -	\$ 183,614	\$ 183,614	\$ 139,428
9278-209 Yorktown Capital Improvements Fund	121,504	-	-	-	-	-
9278-210 Yorktown Capital Improvements Fund	-	260,771	-	-	-	-
9278-211 Yorktown Capital Improvements Fund	-	39,229	100,000	-	-	-
9278 Yorktown Capital Improvements Fund	35,477	100,000	100,000	100,000	100,000	100,000
9279 County Capital Fund	64,523	-	-	-	-	-
9280 County Debt Service Fund	558,350	560,444	560,293	558,922	558,922	559,332
Activity Total	<u>\$ 779,854</u>	<u>\$ 960,444</u>	<u>\$ 760,293</u>	<u>\$ 842,536</u>	<u>\$ 842,536</u>	<u>\$ 798,760</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>779,854</u>	<u>960,444</u>	<u>760,293</u>	<u>842,536</u>	<u>842,536</u>	<u>798,760</u>
	-35.29%	23.16%	-20.84%	10.82%	10.82%	-5.20%

Tourism Fund
Yorktown Trolley Operations - Activity #90918

Budget Comments - FY2014

Funding provides support for operating two trolleys in historic Yorktown. An increase is provided in vehicle maintenance, based on the aging of the trolleys.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
<u>Expenditure By Category</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Personnel	\$ 42,934	\$ 39,100	\$ 36,794	\$ 46,290	\$ 46,290	\$ 46,290
Operating	<u>62,485</u>	<u>59,770</u>	<u>62,780</u>	<u>60,423</u>	<u>60,423</u>	<u>70,880</u>
Total Expenditures	<u>\$ 105,419</u>	<u>\$ 98,870</u>	<u>\$ 99,574</u>	<u>\$ 106,713</u>	<u>\$ 106,713</u>	<u>\$ 117,170</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
TOURISM FUND						
90918 Yorktown Trolley Operations						
Personnel						
1533 As required-trades/crafts	\$ 40,408	\$ 36,322	\$ 34,179	\$ 43,000	\$ 43,000	\$ 43,000
1999-999-999-999 Chargeout-wages	(525)	-	-	-	-	-
2100 FICA	3,091	2,778	2,615	3,290	3,290	3,290
2999-999-999-999 Chargeout-fringes	(40)	-	-	-	-	-
Subtotal	<u>42,934</u>	<u>39,100</u>	<u>36,794</u>	<u>46,290</u>	<u>46,290</u>	<u>46,290</u>
Contractual Services						
3920 Misc contractual services	600	600	600	600	600	600
Subtotal	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>
Internal Services						
4210-001 Vehicle maint-Trolley #1	32,587	29,933	35,720	28,249	28,249	36,359
4210-002 Vehicle maint-Trolley #2	28,747	28,530	25,711	30,574	30,574	33,121
Subtotal	<u>61,334</u>	<u>58,463</u>	<u>61,431</u>	<u>58,823</u>	<u>58,823</u>	<u>69,480</u>
Other Charges						
5350 Unemployment benefit claim	328	-	-	-	-	-
5510 Personnel development	-	24	30	-	-	-
Subtotal	<u>328</u>	<u>24</u>	<u>30</u>	<u>-</u>	<u>-</u>	<u>-</u>
Materials & Supplies						
6010 Office supplies	-	23	-	-	-	-
6110 Uniforms	223	490	169	500	500	300
6140 Other operating supplies	-	170	550	500	500	500
Subtotal	<u>223</u>	<u>683</u>	<u>719</u>	<u>1,000</u>	<u>1,000</u>	<u>800</u>
Activity Total	<u>\$ 105,419</u>	<u>\$ 98,870</u>	<u>\$ 99,574</u>	<u>\$ 106,713</u>	<u>\$ 106,713</u>	<u>\$ 117,170</u>
Personnel	\$ 42,934	\$ 39,100	\$ 36,794	\$ 46,290	\$ 46,290	\$ 46,290
Non-personnel	<u>62,485</u>	<u>59,770</u>	<u>62,780</u>	<u>60,423</u>	<u>60,423</u>	<u>70,880</u>
	<u>\$ 105,419</u>	<u>\$ 98,870</u>	<u>\$ 99,574</u>	<u>\$ 106,713</u>	<u>\$ 106,713</u>	<u>\$ 117,170</u>
	15.91%	-6.21%	0.71%	7.17%	7.17%	9.80%

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**SOCIAL SERVICES
FUND 13
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 546,735
Projected FY2013 Revenues		
Local	\$ 226,000	
State and Federal	3,518,213	
Other financing sources	<u>1,874,685</u>	
Total		\$ 5,618,898
Projected FY2013 Expenditures		<u>5,859,684</u>
Net Change		<u>(240,786)</u>
Projected Fund Balance 6/30/2013		\$ 305,949
Projected FY2014 Revenues		
Local	\$ 248,000	
State and Federal	3,514,880	
Other financing sources	<u>1,874,685</u>	
Total		\$ 5,637,565
Projected FY2014 Expenditures		<u>5,920,871</u>
Net Change		<u>(283,306)</u>
Projected Fund Balance 6/30/2014		<u>\$ 22,643</u>

**SOCIAL SERVICES
FUND 13**

This fund accounts for the revenues and expenditures relating to Social Services programs. This is accomplished through the divisions below. Individual division details follow this summary page.

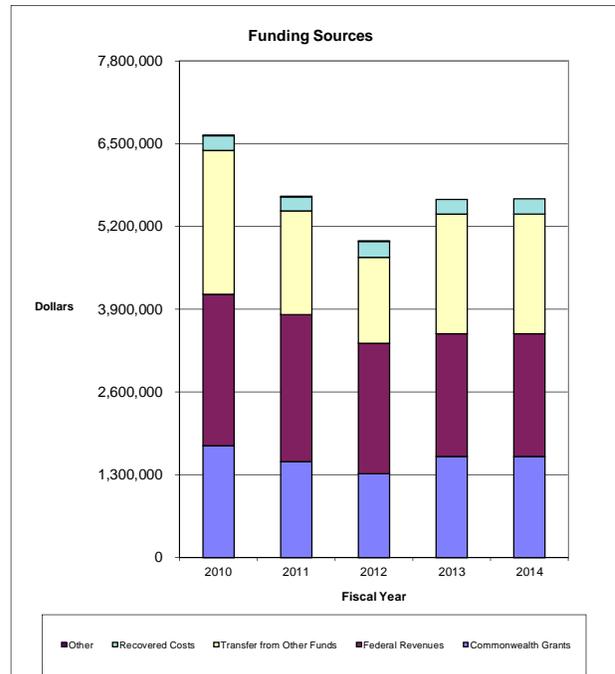
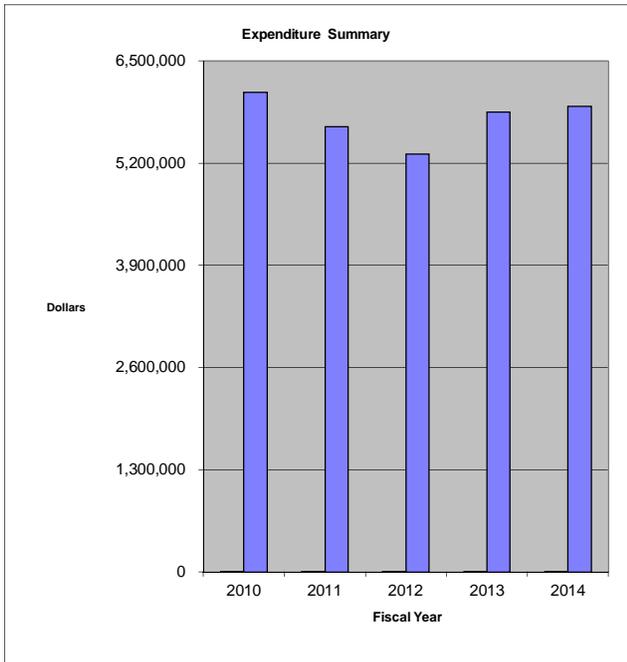
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Charges for Services	\$ 1,533	\$ 1,993	\$ 1,701	\$ -	\$ -	\$ -	0.00%
Miscellaneous	-	-	706	-	-	-	0.00%
Recovered Costs	228,112	218,303	251,678	226,000	226,000	248,000	4.40%
State Aid & Grants	1,756,969	1,501,387	1,319,697	1,585,317	1,585,317	1,582,810	28.08%
Federal Categorical Aid	2,371,911	2,310,675	2,039,805	1,932,896	1,932,896	1,932,070	34.27%
Transfers from Other Funds	2,264,129	1,629,734	1,356,115	1,874,685	1,874,685	1,874,685	33.25%
Total Funding Sources	\$ 6,622,654	\$ 5,662,092	\$ 4,969,702	\$ 5,618,898	\$ 5,618,898	\$ 5,637,565	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Social Services Administration	\$ 3,867,556	\$ 3,724,778	\$ 3,855,768	\$ 4,197,715	\$ 4,211,715	\$ 4,291,657	2.24%
Public Assistance	1,147,726	1,159,779	870,229	776,059	776,059	755,994	-2.59%
Comprehensive Services Act	1,087,409	779,438	591,774	871,910	871,910	873,220	0.15%
Total Expenditures	\$ 6,102,691	\$ 5,663,995	\$ 5,317,771	\$ 5,845,684	\$ 5,859,684	\$ 5,920,871	1.29%

Expenditure by Category							
Personnel	\$ 3,446,973	\$ 3,358,883	\$ 3,565,789	\$ 3,949,013	\$ 3,949,013	\$ 4,049,203	2.54%
Operating	2,626,278	2,277,841	1,738,564	1,896,671	1,896,671	1,871,668	-1.32%
Capital	29,440	27,271	13,418	-	14,000	-	0.00%
Total Expenditures	\$ 6,102,691	\$ 5,663,995	\$ 5,317,771	\$ 5,845,684	\$ 5,859,684	\$ 5,920,871	1.29%

Funded FTEs							
Management	8.00	10.00	9.00	9.00	10.00	10.00	
Professional/Technical	38.85	37.85	35.45	35.45	34.45	34.45	
Admin/Clerical	11.50	12.00	11.00	11.00	10.00	10.00	
Trades & Crafts	2.00	1.00	3.00	3.00	3.00	3.00	
Total Funded FTEs	60.35	60.85	58.45	58.45	57.45	57.45	

Key Service Indicators							
Food Stamps cases-York/Poquoson	1,507/226	1,854/261	2,012/297	2,585/387	2,314/326	2,314/326	
Medicaid cases-York/Poquoson	2,286/408	2,543/437	2,750/459	2,825/504	2,825/504	2,825/504	
TANF cases-York/Poquoson	203/28	258/26	241/34	331/45	250/40	250/40	
VIEW cases-York/Poquoson	122/18	180/20	174/22	209/30	209/30	209/30	
CSA cases-York	51	46	38	41	41	41	



Revenues		FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>	
SOCIAL SERVICES FUND								
30316	Charges for Services							
	6000 Court assessment	\$ 1,533	\$ 1,993	\$ 1,576	\$ -	\$ -	\$ -	
	6010 Guardianship filing fee	-	-	125	-	-	-	
	Subtotal	<u>1,533</u>	<u>1,993</u>	<u>1,701</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30318	Miscellaneous							
	1510 Prior year expenditure refund	-	-	507	-	-	-	
	3012 Prior yr forfeit flexible spending	-	-	199	-	-	-	
	Subtotal	<u>-</u>	<u>-</u>	<u>706</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30319	Recovered Costs							
	1520 Poquoson Public Assistance	227,900	218,001	251,186	226,000	226,000	248,000	A
	7000 Welfare Recoveries ADC	212	302	492	-	-	-	
	Subtotal	<u>228,112</u>	<u>218,303</u>	<u>251,678</u>	<u>226,000</u>	<u>226,000</u>	<u>248,000</u>	
30324	State Categorical Aid							
	4900 Adult Medicaid screenings	-	-	262	-	-	-	
	Subtotal	<u>-</u>	<u>-</u>	<u>262</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30326	State Grants							
	800 Public Assistance-State	1,127,574	1,062,604	983,263	1,149,838	1,149,838	1,147,331	B
	813 Comp Svc Youth/Family	621,756	431,144	328,533	427,840	427,840	427,840	C
	0813-001 CSA Pool State Admin	7,639	7,639	7,639	7,639	7,639	7,639	D
	Subtotal	<u>1,756,969</u>	<u>1,501,387</u>	<u>1,319,435</u>	<u>1,585,317</u>	<u>1,585,317</u>	<u>1,582,810</u>	
30333	Federal Categorical Aid							
	800 Public Assistance-Federal	2,246,130	2,263,545	2,039,805	1,932,896	1,932,896	1,932,070	B
	0800-300 ARRA Public Assistance	112,721	34,290	-	-	-	-	
	0800-300-001 ARRA SNAP	13,060	12,840	-	-	-	-	
	Subtotal	<u>2,371,911</u>	<u>2,310,675</u>	<u>2,039,805</u>	<u>1,932,896</u>	<u>1,932,896</u>	<u>1,932,070</u>	
30351	Transfers from Other Funds							
	1010 General Fund	1,853,640	1,341,242	1,126,894	1,502,525	1,502,525	1,502,525	E
	1010-001 CSA Pool Local	344,086	246,747	189,763	272,160	272,160	272,160	F
	1010-002 CSA Medicaid Local	66,403	41,745	39,458	100,000	100,000	100,000	F
	Subtotal	<u>2,264,129</u>	<u>1,629,734</u>	<u>1,356,115</u>	<u>1,874,685</u>	<u>1,874,685</u>	<u>1,874,685</u>	
	Fund Total	<u>\$ 6,622,654</u>	<u>\$ 5,662,092</u>	<u>\$ 4,968,734</u>	<u>\$ 5,618,898</u>	<u>\$ 5,618,898</u>	<u>\$ 5,637,565</u>	

- A Revenue from the City of Poquoson for its local share of the expenditures for the York-Poquoson Social Services department.
- B State and Federal reimbursements from the Department of Social Services for grant programs.
- C State reimbursement for expenditures covered under the Comprehensive Services Act (CSA).
- D State reimbursement for administrative expenditures covered under the Comprehensive Services Act (CSA).
- E Transfer from the General Fund for York County's local share of York-Poquoson Social Services programs, exclusive of CSA.
- F Transfer from the General Fund for York County's local share of CSA and CSA Medicaid related expenditures.

Social Services Fund
Social Services Administration - Activity #90541

Mission

Provides a broad array of human service programs including Child and Adult Service Programs, Employment Services, Public Assistance, and the Comprehensive Services Act (CSA), for those individuals with financial, social, educational, health and emotional needs.

Goals

- To enhance the competence of individuals dealing with personal challenges.
- To provide preventive foster care and child protective services.
- To protect vulnerable children and adults.
- To provide intake, child and family, adult, employment, volunteer, court, and daycare services.
- To provide financial assistance to eligible citizens.
- To ensure, through a comprehensive fraud prevention and investigation program, that only persons eligible for assistance actually receive it.
- To improve the delivery of services by requiring interagency cooperation.

Implementation Strategies

- The annualized estimate of population being served is over 20,000 units of service in York and Poquoson. This represents a significant percentage of the total population.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 3,391,809	\$ 3,299,081	\$ 3,531,769	\$ 3,877,103	\$ 3,877,103	\$ 3,975,983
Operating	446,307	398,426	310,581	320,612	320,612	315,674
Capital	29,440	27,271	13,418	-	14,000	-
Total Expenditures	<u>\$ 3,867,556</u>	<u>\$ 3,724,778</u>	<u>\$ 3,855,768</u>	<u>\$ 4,197,715</u>	<u>\$ 4,211,715</u>	<u>\$ 4,291,657</u>
<u>Funded FTEs</u>						
Management	8.00	10.00	9.00	9.00	10.00	10.00
Professional/Technical	37.85	36.85	34.45	34.45	33.45	33.45
Admin/Clerical	11.50	12.00	11.00	11.00	10.00	10.00
Trades & Crafts	2.00	1.00	3.00	3.00	3.00	3.00
Total Funded FTEs	<u>59.35</u>	<u>59.85</u>	<u>57.45</u>	<u>57.45</u>	<u>56.45</u>	<u>56.45</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOCIAL SERVICES FUND						
90541 Social Services Administration						
Personnel Services						
1512 Senior level mgmt	\$ 108,025	\$ 108,025	\$ 113,197	\$ 115,294	\$ 115,294	\$ 118,417
1513 Middle management	426,072	370,762	440,409	555,743	555,743	587,298
1515 Professional & technical salaries	1,477,880	1,385,894	1,449,495	1,544,922	1,544,922	1,547,166
1516 Administrative & clerical salaries	387,045	403,262	307,921	402,870	402,870	369,511
1518 Trades & crafts	32,204	52,488	99,967	103,119	103,119	90,965
1521 Reg PT professional/technical	111,590	111,590	112,805	111,924	111,924	114,375
1531 As required-professional/technical	45,922	51,777	44,825	50,000	50,000	50,000
1532 As required-administrative/clerical	24,275	18,300	19,283	18,300	18,300	18,300
1595 Overtime	244	198	102	200	200	200
1599 Other pay	42,484	54,081	116,518	55,000	55,000	114,000
1999-999-999 HPRP Grant	(8,670)	(29,461)	-	-	-	-
2100 FICA	198,330	190,315	201,297	226,239	226,239	225,042
2200 VRS	321,201	326,217	336,085	323,094	323,094	322,076
2300 Health care	210,877	249,162	283,200	334,470	334,470	386,344
2400 Group life insurance	14,330	6,471	6,665	35,928	35,928	32,289
Subtotal	<u>3,391,809</u>	<u>3,299,081</u>	<u>3,531,769</u>	<u>3,877,103</u>	<u>3,877,103</u>	<u>3,975,983</u>
Contractual Services						
3130 Management consulting services	64,765	51,322	53,030	52,000	52,000	48,000
3310 Repairs & maintenance	471	550	3,255	600	600	3,300
3320 Maintenance service contracts	4,678	2,369	5,356	5,500	5,500	5,500
3600 Advertising	828	24	300	500	500	300
3920 Misc contractual services	-	-	1,450	-	-	4,000
Subtotal	<u>70,742</u>	<u>54,265</u>	<u>63,391</u>	<u>58,600</u>	<u>58,600</u>	<u>61,100</u>
Internal Services						
4210 Vehicle maintenance	37,872	37,344	38,696	41,012	41,012	41,989
4700 Imaging system maintenance	844	-	-	-	-	-
Subtotal	<u>38,716</u>	<u>37,344</u>	<u>38,696</u>	<u>41,012</u>	<u>41,012</u>	<u>41,989</u>
Other Charges						
5210 Postal/messenger service	8,098	13,349	15,929	15,000	15,000	16,000
5230 Telecommunications	12,041	11,699	11,509	13,000	13,000	10,000
5310 Property insurance	-	1,546	-	-	-	-
5330 Public official liability ins	5,363	3,112	10,364	4,100	4,100	4,125
5350 Unempl insurance claims	18,162	5,027	2,335	5,200	5,200	5,200
5360 Workers' comp premiums	8,625	5,358	13,634	16,500	16,500	15,000
5362 Flexible spending fees	582	270	279	300	300	400
5365 Flu shots	399	300	216	400	400	-
5510 Personnel development	46,483	23,400	22,783	20,000	19,700	20,000
5810 Dues & memberships	1,308	3,616	3,534	2,000	2,000	3,500
5850 Mileage expenses	9,598	11,941	14,354	18,000	18,000	15,000
Subtotal	<u>110,659</u>	<u>79,618</u>	<u>94,937</u>	<u>94,500</u>	<u>94,200</u>	<u>89,225</u>
Materials & Supplies						
6010 Office supplies	39,799	40,766	36,191	41,000	41,000	41,000
6021 Employer food/lodging	7,478	14,593	7,698	10,000	10,000	10,000
6070 Repairs & maintenance supplies	-	-	-	-	300	-
6120 Books & subscriptions	1,086	619	778	3,000	3,000	1,500
6170 Computer supplies	1,778	1,046	1,309	3,000	3,000	3,000
6171 Small equipment	-	-	4,430	-	-	-
6172 Minor furnishings	6,870	1,228	709	3,000	3,000	3,000
Subtotal	<u>57,011</u>	<u>58,252</u>	<u>51,115</u>	<u>60,000</u>	<u>60,300</u>	<u>58,500</u>
Leases & Rentals						
7100 Operating leases of equip	43,635	43,403	40,974	45,000	45,000	45,000
7500 Operating leases of building	125,544	125,544	21,468	21,500	21,500	19,860
Subtotal	<u>169,179</u>	<u>168,947</u>	<u>62,442</u>	<u>66,500</u>	<u>66,500</u>	<u>64,860</u>
Capital Outlay						
8120 Furniture/fixtures	10,805	-	7,063	-	14,000	-
8132 Audio visual equipment	1,005	-	-	-	-	-
8150 Vehicles	-	4,928	5,961	-	-	-
8170 Data processing equipment	14,450	2,178	-	-	-	-
8180 Buildings & grounds	3,180	20,165	394	-	-	-
Subtotal	<u>29,440</u>	<u>27,271</u>	<u>13,418</u>	<u>-</u>	<u>14,000</u>	<u>-</u>
Activity Total	<u>\$ 3,867,556</u>	<u>\$ 3,724,778</u>	<u>\$ 3,855,768</u>	<u>\$ 4,197,715</u>	<u>\$ 4,211,715</u>	<u>\$ 4,291,657</u>
Personnel	\$ 3,391,809	\$ 3,299,081	\$ 3,531,769	\$ 3,877,103	\$ 3,877,103	\$ 3,975,983
Non-personnel	<u>475,747</u>	<u>425,697</u>	<u>323,999</u>	<u>320,612</u>	<u>334,612</u>	<u>315,674</u>
	<u>\$ 3,867,556</u>	<u>\$ 3,724,778</u>	<u>\$ 3,855,768</u>	<u>\$ 4,197,715</u>	<u>\$ 4,211,715</u>	<u>\$ 4,291,657</u>
	-9.11%	-3.69%	3.52%	8.87%	9.23%	2.24%

Social Services Fund
Public Assistance - Activity #90542

Mission

Provides benefit programs for eligible persons such as Medicaid, Temporary Assistance to Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), fuel, emergency, TANF foster care, General Relief and Auxiliary Grants. Also, provides service programs including child and adult protective services and preventive services, foster care, adoptions, guardianship, court services, adult services, day care, intake services and employment services.

Goals

- To enhance the competence of individuals dealing with personal challenges.
- To promote self-sufficiency, self-support, and self-esteem for those receiving public assistance.
- To provide preventive foster care and child protective services.
- To protect vulnerable children and adults.
- To provide intake, child and family, adult, employment, volunteer, court, and day care services.
- To provide financial assistance to eligible citizens.
- To ensure, through a comprehensive fraud prevention and investigation program, that only persons eligible for assistance actually receive it.

Implementation Strategies

- Expect to receive 400 child protective service complaints consisting of abuse and neglect of children based on current statistics.
- Expect to keep 250 families intact through the provision of child protective ongoing services.
- Approximately 2,000 family units will receive intake services, which include crisis intervention, needs assessments, and assistance with emergency needs such as food and shelter.
- An increase in adult services is expected based on aging of the population and their need for services. Current caseloads total 170 elderly receiving either protection services or help with daily activities to keep them in their homes.
- The annualized estimate of population being served is over 20,000 units of service in York and Poquoson. This represents a significant percentage of the total population.

Budget Comments - FY2014

Funding reflects a decrease in public assistance based on the State's allocation for safe and stable families.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditure By Category</u>						
Operating	\$ 1,147,726	\$ 1,159,779	\$ 870,229	\$ 776,059	\$ 776,059	\$ 755,994
Total Expenditures	<u>\$ 1,147,726</u>	<u>\$ 1,159,779</u>	<u>\$ 870,229</u>	<u>\$ 776,059</u>	<u>\$ 776,059</u>	<u>\$ 755,994</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOCIAL SERVICES FUND						
90542 Public Assistance						
Direct Payments & Contributions						
5701 General relief	\$ 22,950	\$ 13,963	\$ 3,060	\$ 5,000	\$ 5,000	\$ 5,000
5702 Auxiliary grants	140,335	137,036	137,524	157,000	157,000	157,000
5705 TANF/manual checks	-	-	-	1,000	1,000	1,000
5706 TANF/foster care	94,837	81,025	55,804	119,000	119,000	119,000
5707 Emergency assistance	2,435	3,301	2,723	5,000	5,000	5,000
5709 Refugee	-	1,695	-	-	-	-
5715 Preventive foster care	7,414	11,153	2,927	7,364	7,364	7,364
5716 Adult services	50,149	41,621	27,814	60,000	60,000	60,000
5717 Adult protective services	4,080	14,537	6,487	5,000	5,000	6,500
5718 Independent living	2,653	2,769	1,264	3,229	3,229	3,229
5719 Other purchased services	3,512	6,051	920	1,200	1,200	1,200
5720 VIEW-purchased services	33,706	38,733	54,117	60,000	60,000	60,000
5721 Subsidy IV-adoption	92,418	181,073	188,722	188,000	188,000	188,000
5722 Special needs adoption	63,094	57,516	68,060	75,000	75,000	75,000
5730 DC-ADC/Trans/View	181,442	184,926	79,768	-	-	-
5731 Quality Initiative DC	-	-	-	15,701	15,701	15,701
5732 DC/At Risk 100%	299,987	275,270	162,314	-	-	-
5733 DC/At Risk 90/10	11,652	6,908	200	-	-	-
5734 Headstart wrap-around day	94,525	53,775	27,118	-	-	-
5735 Safe/stable families	42,537	48,427	51,407	73,565	73,565	52,000
Activity Total	<u>\$ 1,147,726</u>	<u>\$ 1,159,779</u>	<u>\$ 870,229</u>	<u>\$ 776,059</u>	<u>\$ 776,059</u>	<u>\$ 755,994</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,147,726</u>	<u>1,159,779</u>	<u>870,229</u>	<u>776,059</u>	<u>776,059</u>	<u>755,994</u>
	<u>\$ 1,147,726</u>	<u>\$ 1,159,779</u>	<u>\$ 870,229</u>	<u>\$ 776,059</u>	<u>\$ 776,059</u>	<u>\$ 755,994</u>
	7.73%	1.05%	-24.97%	-10.82%	-10.82%	-2.59%

Social Services Fund
Comprehensive Services Act - Activity #90543

Mission

To comply with the Comprehensive Services Act by providing high quality, child centered, family focused, cost effective, community-based services to high-risk youth and their families.

Goals

- To provide preventive foster care and child protective services.
- To provide services to assist at-risk children and youth.
- To improve the delivery of services by requiring interagency cooperation.

Implementation Strategies

- To comply with the guidelines from the Comprehensive Services Act.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 55,164	\$ 59,802	\$ 34,020	\$ 71,910	\$ 71,910	\$ 73,220
Operating	<u>1,032,245</u>	<u>719,636</u>	<u>557,754</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>
Total Expenditures	<u>\$ 1,087,409</u>	<u>\$ 779,438</u>	<u>\$ 591,774</u>	<u>\$ 871,910</u>	<u>\$ 871,910</u>	<u>\$ 873,220</u>
<u>Funded FTEs</u>						
Professional/Technical	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total Funded FTEs	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOCIAL SERVICES FUND						
90543 Comprehensive Services Act						
Personnel Services						
1515 CSA-Prof & tech salaries	\$ 45,001	\$ 45,001	\$ 26,153	\$ 59,039	\$ 59,039	\$ 60,220
2100 CSA-FICA	3,443	3,421	2,003	4,516	4,516	4,607
2200 CSA-VRS	6,048	6,354	3,706	7,008	7,008	7,148
2300 CSA-Health care	405	4,900	2,085	568	568	528
2400 CSA-Group life insurance	267	126	73	779	779	717
Subtotal	<u>55,164</u>	<u>59,802</u>	<u>34,020</u>	<u>71,910</u>	<u>71,910</u>	<u>73,220</u>
Direct Payments & Contributions						
5708 Foster care	965,842	677,891	518,296	700,000	700,000	700,000
5708-001 CSA Medicaid claims	87,020	53,515	39,458	100,000	100,000	100,000
5708-001-300 ARRA CSA Medicaid adj	(20,617)	(11,770)	-	-	-	-
Subtotal	<u>1,032,245</u>	<u>719,636</u>	<u>557,754</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>
Activity Total	<u>\$ 1,087,409</u>	<u>\$ 779,438</u>	<u>\$ 591,774</u>	<u>\$ 871,910</u>	<u>\$ 871,910</u>	<u>\$ 873,220</u>
Personnel	\$ 55,164	\$ 59,802	\$ 34,020	\$ 71,910	\$ 71,910	\$ 73,220
Non-personnel	<u>1,032,245</u>	<u>719,636</u>	<u>557,754</u>	<u>800,000</u>	<u>800,000</u>	<u>800,000</u>
	<u>\$ 1,087,409</u>	<u>\$ 779,438</u>	<u>\$ 591,774</u>	<u>\$ 871,910</u>	<u>\$ 871,910</u>	<u>\$ 873,220</u>
	40.78%	-28.32%	-24.08%	47.34%	47.34%	0.15%

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**LAW LIBRARY
FUND 47
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 13,531
Projected FY2013 Revenues		
Local	\$ 9,100	
Projected FY2013 Expenditures	<u>10,500</u>	
Net Change		<u>(1,400)</u>
Projected Fund Balance 6/30/2013		\$ 12,131
Projected FY2014 Revenues		
Local	\$ 8,100	
Projected FY2014 Expenditures	<u>8,000</u>	
Net Change		<u>100</u>
Projected Fund Balance 6/30/2014		<u><u>\$ 12,231</u></u>

**LAW LIBRARY
FUND 47**

This fund accounts for the revenues and expenditures relating to the County's law library. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Fines & Forfeitures	\$ 9,228	\$ 7,546	\$ 7,552	\$ 9,000	\$ 9,000	\$ 8,000	98.77%
Use of Money & Property	132	68	60	100	100	100	1.23%
Total Funding Sources	\$ 9,360	\$ 7,614	\$ 7,612	\$ 9,100	\$ 9,100	\$ 8,100	100.00%

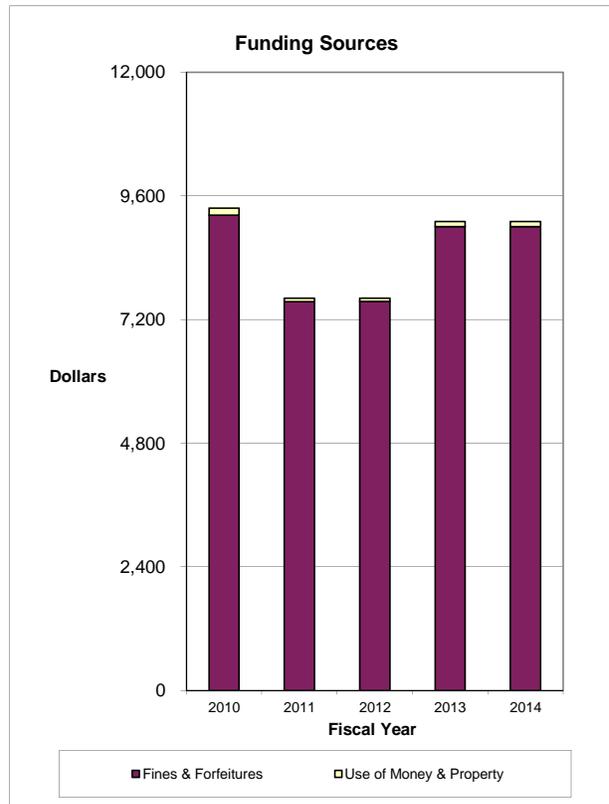
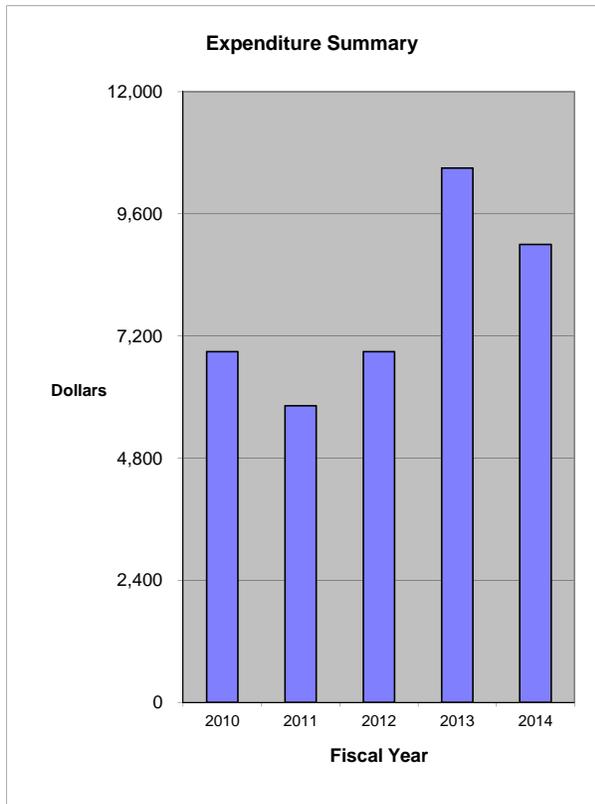
							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Law Library Operations	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 10,500	\$ 8,000	-11.11%
Total Expenditures	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 10,500	\$ 8,000	-11.11%

Expenditure by Category							
Operating	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 9,000	\$ 8,000	-11.11%
Capital	-	-	-	-	1,500	-	0.00%
Total Expenditures	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 10,500	\$ 8,000	-11.11%

Key Service Indicators

Fee assessed per civil action filed in the County's Circuit Court or General District Court for use, maintenance & operation of a law library.

\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
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Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
LAW LIBRARY FUND						
30314	Fines & Forfeitures					
4020 Court collections	\$ 9,228	\$ 7,546	\$ 7,552	\$ 9,000	\$ 9,000	\$ 8,000 A
Subtotal	<u>9,228</u>	<u>7,546</u>	<u>7,552</u>	<u>9,000</u>	<u>9,000</u>	<u>8,000</u>
30315	Use of Money & Property					
1010 Interest on deposits	132	68	60	100	100	100
Subtotal	<u>132</u>	<u>68</u>	<u>60</u>	<u>100</u>	<u>100</u>	<u>100</u>
Fund Total	<u>\$ 9,360</u>	<u>\$ 7,614</u>	<u>\$ 7,612</u>	<u>\$ 9,100</u>	<u>\$ 9,100</u>	<u>\$ 8,100</u>

A Section 42.1-70 of the Code of Virginia allows any County through its governing body, to assess, as part of the costs incident to each civil action filed in the courts located within its boundaries, a sum not in excess of \$4.00 for the acquisition of law books, law periodicals, and computer legal research services, computer terminals for off-site placement to maximize access to the Law Library by the public, and equipment for the establishment, use and maintenance of a Law Library which shall be open for the use of the public for hours convenient to the public. The rate per York County ordinance is \$2.00.

Law Library Fund
Law Library Operations - Activity #90218

The Law Library accounts for the revenues and expenditures for the Law Library activities.

Budget Comments - FY2014

A decrease is reflected for books and subscriptions.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
<u>Expenditure By Category</u>	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
Operating	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 9,000	\$ 8,000
Capital	-	-	-	-	1,500	-
Total Expenditures	<u>\$ 6,888</u>	<u>\$ 5,826</u>	<u>\$ 6,888</u>	<u>\$ 9,000</u>	<u>\$ 10,500</u>	<u>\$ 8,000</u>

Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
LAW LIBRARY FUND						
90218 Law Library Operations						
Materials & Supplies						
6120 Books & subscriptions	\$ 6,888	\$ 5,826	\$ 6,888	\$ 9,000	\$ 9,000	\$ 8,000
Subtotal	<u>6,888</u>	<u>5,826</u>	<u>6,888</u>	<u>9,000</u>	<u>9,000</u>	<u>8,000</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	-	1,500	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>-</u>
Activity Total	<u>\$ 6,888</u>	<u>\$ 5,826</u>	<u>\$ 6,888</u>	<u>\$ 9,000</u>	<u>\$ 10,500</u>	<u>\$ 8,000</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>6,888</u>	<u>5,826</u>	<u>6,888</u>	<u>9,000</u>	<u>10,500</u>	<u>8,000</u>
	<u>\$ 6,888</u>	<u>\$ 5,826</u>	<u>\$ 6,888</u>	<u>\$ 9,000</u>	<u>\$ 10,500</u>	<u>\$ 8,000</u>
	-4.84%	-15.42%	18.23%	30.66%	52.44%	-11.11%

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**CHILDREN & FAMILY SERVICES
FUND 51
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 785,243
Projected FY2013 Revenues		
Local	\$ 25,519	
State and Federal	957,087	
Other financing sources	<u>250,000</u>	
Total		\$ 1,232,606
Projected FY2013 Expenditures		<u>1,396,828</u>
Net Change		<u>(164,222)</u>
Projected Fund Balance 6/30/2013		\$ 621,021
Projected FY2014 Revenues		
Local	\$ 21,960	
State and Federal	958,207	
Other financing sources	<u>250,000</u>	
Total		\$ 1,230,167
Projected FY2014 Expenditures		<u>1,354,919</u>
Net Change		<u>(124,752)</u>
Projected Fund Balance 6/30/2014		<u>\$ 496,269</u>

**CHILDREN & FAMILY SERVICES
FUND 51**

This fund accounts for the Head Start and USDA (food service) programs. This is accomplished through the divisions below. Individual division details follow this summary page.

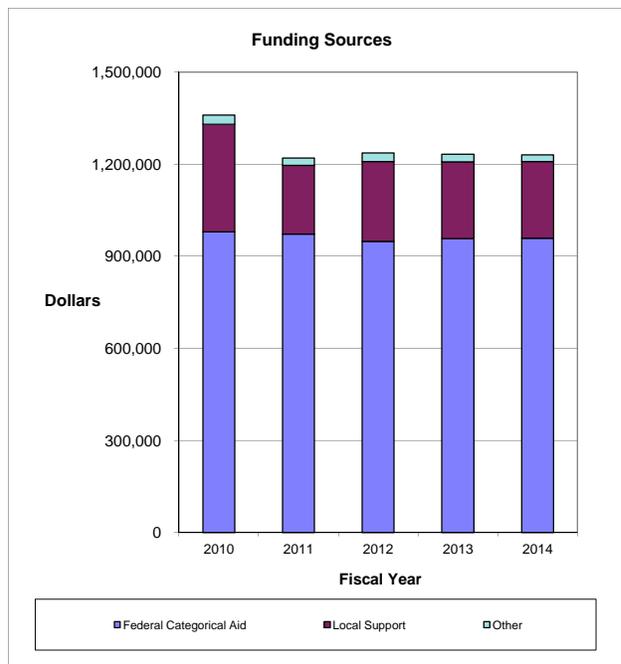
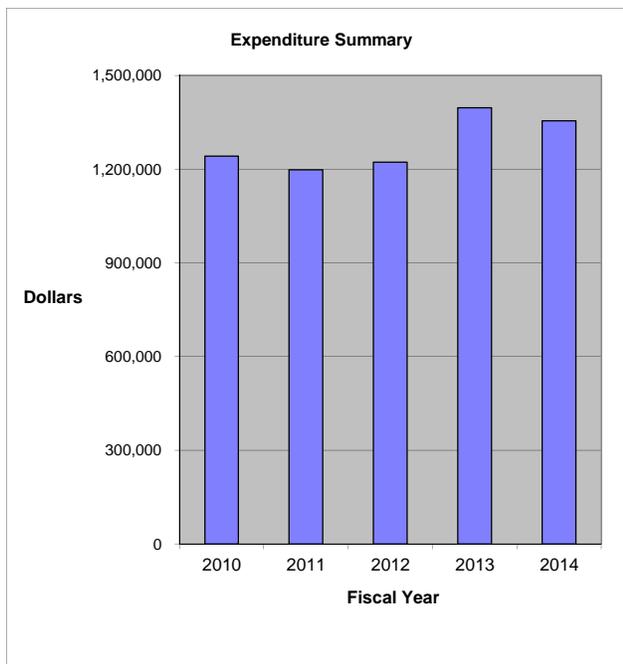
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 9,745	\$ 5,139	\$ 3,566	\$ 5,000	\$ 5,000	\$ 2,500	0.20%
Charges for Service	14,522	14,914	18,414	17,100	17,100	17,060	1.39%
Fiscal Agent Fees & Admin	2,208	2,208	2,400	2,400	2,400	2,400	0.20%
Miscellaneous	2,906	1,881	2,524	-	1,019	-	0.00%
Federal Aid & Grants	979,595	971,883	948,058	957,087	957,087	958,207	77.89%
Non-Revenue Receipts	150	-	1,328	-	-	-	0.00%
Transfers from Other Funds	350,036	224,125	259,794	250,000	250,000	250,000	20.32%
Total Funding Sources	\$ 1,359,162	\$ 1,220,150	\$ 1,236,084	\$ 1,231,587	\$ 1,232,606	\$ 1,230,167	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Children and Family Services Admin	\$ 3,349	\$ 2,543	\$ 7,997	\$ -	\$ 2,807	\$ -	0.00%
Head Start	1,122,963	1,107,225	1,112,511	1,231,159	1,279,343	1,243,584	1.01%
USDA Food Service	115,146	88,244	101,331	94,678	114,678	111,335	17.59%
Total Expenditures	\$ 1,241,458	\$ 1,198,012	\$ 1,221,839	\$ 1,325,837	\$ 1,396,828	\$ 1,354,919	2.19%

Expenditure by Category							
Personnel	\$ 967,306	\$ 929,853	\$ 979,859	\$ 1,090,000	\$ 1,090,000	\$ 1,102,622	1.16%
Operating	258,947	229,039	227,504	213,837	242,626	233,772	9.32%
Capital	15,205	39,120	14,476	22,000	64,202	18,525	-15.80%
Total Expenditures	\$ 1,241,458	\$ 1,198,012	\$ 1,221,839	\$ 1,325,837	\$ 1,396,828	\$ 1,354,919	2.19%

Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	11.60	11.60	11.60	12.20	12.20	12.20
Admin/Clerical	3.00	3.00	3.00	2.00	2.00	2.00
Instructional Aide	5.40	5.40	5.40	5.40	5.40	5.40
Trades & Crafts	1.60	1.60	1.60	1.60	1.60	1.60
Total Funded FTEs	22.60	22.60	22.60	22.20	22.20	22.20

Key Service Indicators						
Funded enrollment	117	117	117	117	117	117
Kindergarten preparedness	51%	51%	54%	53%	53%	55%
Home literacy learning packages	468	936	936	1,053	1,053	1,053



Revenues		FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	
CHILDREN & FAMILY SERVICES FUND								
30315	Use of Money & Property							
	1010 Interest on deposits	\$ 9,745	\$ 5,139	\$ 3,566	\$ 5,000	\$ 5,000	\$ 2,500	
	Subtotal	<u>9,745</u>	<u>5,139</u>	<u>3,566</u>	<u>5,000</u>	<u>5,000</u>	<u>2,500</u>	
30316	Charges for Service							
	6951 USDA adult meals	10,917	11,264	14,354	13,000	13,000	13,000	A
	6954 USDA/CDR child meal suppl	3,500	3,500	4,000	4,000	4,000	4,000	A
	9000 Lunch tickets-non program	105	150	60	100	100	60	
	Subtotal	<u>14,522</u>	<u>14,914</u>	<u>18,414</u>	<u>17,100</u>	<u>17,100</u>	<u>17,060</u>	
30317	Fiscal Agent Fees & Admin							
	1060 York contribution/lease	2,208	2,208	2,400	2,400	2,400	2,400	B
	Subtotal	<u>2,208</u>	<u>2,208</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>	<u>2,400</u>	
30318	Miscellaneous							
	3010 Prior year expenditure refund	379	59	-	-	-	-	
	9090-002 Col Cap Kiwanis Donation	-	-	663	-	1,019	-	
	9090-002-004 Col Cap Kiwanis Sum Surv	1,287	-	-	-	-	-	
	9090-017 Lifetime Parent Comm Don	498	217	-	-	-	-	
	9090-018 Child abuse aware/safety	-	400	-	-	-	-	
	9091 Other donations	742	1,008	1,509	-	-	-	
	9095 Commissions on photo sale	-	197	352	-	-	-	
	Subtotal	<u>2,906</u>	<u>1,881</u>	<u>2,524</u>	<u>-</u>	<u>1,019</u>	<u>-</u>	
30333	Federal Aid & Grants							
	6953 USDA federal reimbursement	67,710	67,206	70,740	68,000	68,000	71,000	C
	6954 USDA fed reimb CDR	19,202	22,792	17,213	23,000	23,000	15,000	C
	9000 Head Start-basic program	836,353	850,025	844,043	850,025	850,025	856,145	D
	9000-300 ARRA program	43,330	15,798	-	-	-	-	
	9020 Head Start-training grant	13,000	16,062	16,062	16,062	16,062	16,062	D
	Subtotal	<u>979,595</u>	<u>971,883</u>	<u>948,058</u>	<u>957,087</u>	<u>957,087</u>	<u>958,207</u>	
30341	Non-Revenue Receipts							
	1010 Insurance recovery	150	-	-	-	-	-	
	8908-212 Hurricane Irene	-	-	1,328	-	-	-	
	Subtotal	<u>150</u>	<u>-</u>	<u>1,328</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351	Transfers from Other Funds							
	1010 General Fund	350,036	224,125	259,794	250,000	250,000	250,000	E
	Subtotal	<u>350,036</u>	<u>224,125</u>	<u>259,794</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>	
	Fund Total	<u>\$ 1,359,162</u>	<u>\$ 1,220,150</u>	<u>\$ 1,236,084</u>	<u>\$ 1,231,587</u>	<u>\$ 1,232,606</u>	<u>\$ 1,230,167</u>	

- A Revenue that supports the Food Service program.
- B Revenue from Child Development Resources (CDR) for office space.
- C Federal grant from the Department of Agriculture for meals and support of the Food Service program.
- D Federal grant from the Department of Health & Human Services for the Head Start and Special Training programs.
- E Transfer from the General Fund for the local share of the Head Start and USDA programs.

Children & Family Services Fund
Children & Family Services Administration - Activity #81676

Budget Comments - FY2014

This activity accounts for donations and fundraisers. The funds are appropriated as received.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 3,349	\$ 2,543	\$ 7,997	\$ -	\$ 2,807	\$ -
Total Expenditures	\$ 3,349	\$ 2,543	\$ 7,997	\$ -	\$ 2,807	\$ -

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
CHILDREN & FAMILY SERVICES FUND						
81676 Children & Family Services Administration						
Fundraisers						
8000-004 6-K Run	\$ 723	\$ -	\$ 336	\$ -	\$ -	\$ -
8000-202-002 Golf Tournament	-	-	560	-	-	-
8000-205-003 5-K Run	-	1,135	936	-	-	-
8000-206-003 5-K Run	-	-	3,603	-	360	-
Subtotal	<u>723</u>	<u>1,135</u>	<u>5,435</u>	<u>-</u>	<u>360</u>	<u>-</u>
Donations						
9680 Other Donations	-	1,008	1,509	-	-	-
9680-002-004 Col Cap Kiwanis	1,287	-	504	-	1,019	-
9680-018 Child abuse aware/safety	-	400	-	-	-	-
9680-203-006 Human Race Don-Admin Prin	10	-	29	-	-	-
9680-204-007 State Farm bike/safety	375	-	-	-	-	-
9680-208-015 Father involve-celebrate	7	-	-	-	-	-
9680-209 Miscellaneous	759	-	520	-	-	-
9680-210 Miscellaneous	-	-	-	-	742	-
9680-210-017 Lifetouch Parent Comm	188	-	-	-	310	-
9680-211-017 Lifetouch Parent Comm	-	-	-	-	217	-
9680-212-017 Lifetouch Parent Comm	-	-	-	-	159	-
Subtotal	<u>2,626</u>	<u>1,408</u>	<u>2,562</u>	<u>-</u>	<u>2,447</u>	<u>-</u>
Activity Total	<u>\$ 3,349</u>	<u>\$ 2,543</u>	<u>\$ 7,997</u>	<u>\$ -</u>	<u>\$ 2,807</u>	<u>\$ -</u>
Personnel	-	-	-	-	-	-
Non-personnel	<u>3,349</u>	<u>2,543</u>	<u>7,997</u>	<u>-</u>	<u>2,807</u>	<u>-</u>
	<u>\$ 3,349</u>	<u>\$ 2,543</u>	<u>\$ 7,997</u>	<u>\$ -</u>	<u>\$ 2,807</u>	<u>\$ -</u>
	-96.15%	-24.07%	214.47%	0.00%	0.00%	0.00%

**Children & Family Services Fund
Head Start - Activity #81677**

Mission

To develop partnerships that promote quality opportunities for children's educational readiness, at all levels of ability, and to foster success for families and staff.

Goals

- Increase the local (non-County) level of contribution of in-kind or real dollars for the purposes of providing additional services, enhancing quality and replacing equipment.
- Continue to serve as a resource (training, information) on early childhood development and best practices for the child care community.
- Strengthen families and communities by assisting families with self-sufficiency skills and supporting the health and safety of their family.

Implementation Strategies

- Provide an early childhood developmental program utilizing the centered-based, scientific measurable Teaching Strategies Curriculum providing comprehensive services that emphasizes physical well-being and motor development; personal and social development; a child's approach to learning; language development and cognition and general knowledge. Perform evaluations 3 times yearly to determine children's progress and if additional support is needed.
- Continue marketing through programs and outreach to the community to promote nurturing and attachment; knowledge of parent, child and youth development; parental resilience; social connections and concrete supports for parents.
- Support community initiatives and collaboration to increase quality services to all children.
- Continue to work with families and health care providers to develop and maintain programs that foster healthy habits for families and children.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed for the replacement of a copier and the routine replacement of computers.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expenditure By Category</u>						
Personnel	\$ 906,908	\$ 898,953	\$ 946,056	\$ 1,054,522	\$ 1,054,522	\$ 1,066,287
Operating	200,850	169,152	151,979	154,637	160,619	158,772
Capital	15,205	39,120	14,476	22,000	64,202	18,525
Total Expenditures	<u>\$ 1,122,963</u>	<u>\$ 1,107,225</u>	<u>\$ 1,112,511</u>	<u>\$ 1,231,159</u>	<u>\$ 1,279,343</u>	<u>\$ 1,243,584</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	11.10	11.10	11.10	11.70	11.70	11.70
Admin/Clerical	3.00	3.00	3.00	2.00	2.00	2.00
Instructional Aide	5.40	5.40	5.40	5.40	5.40	5.40
Trades & Crafts	0.54	1.10	1.10	1.10	1.10	1.10
Total Funded FTEs	<u>21.04</u>	<u>21.60</u>	<u>21.60</u>	<u>21.20</u>	<u>21.20</u>	<u>21.20</u>

Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
CHILDREN & FAMILY SERVICES FUND						
81677 Head Start						
Personnel Services						
1513 Middle management	\$ 61,269	\$ -	\$ -	\$ -	\$ -	\$ -
1513-100 Middle management (Admin)	-	61,269	61,269	64,332	64,332	65,619
1515 Professional & technical salaries	418,582	391,158	422,672	477,549	477,549	488,142
1516-100 Administrative & clerical salaries (Admin)	52,885	53,661	53,817	56,833	56,833	57,969
1518 Trades & crafts	126,463	138,829	135,588	150,024	150,024	148,183
1533 As required-trades/crafts	5,389	7,634	5,465	5,800	5,800	5,800
1595 Overtime	43	-	-	-	-	-
1599-002 Service awards-Vteam	-	25	225	-	-	-
1599-003 Taxable fringe benefits	-	220	-	-	-	-
1599-003-001 Deduction- taxable fringe	-	(205)	-	-	-	-
1999-999-999-999 Charge out wages- grants	-	(40)	(225)	-	-	-
2100 FICA	40,799	39,186	40,983	48,453	48,453	49,124
2100-002 FICA- Service awards-Vteam	-	2	17	-	-	-
2100-003 FICA- Taxable fringe benefits	-	17	-	-	-	-
2100-100 FICA (Admin)	8,416	8,450	8,456	9,269	9,269	9,454
2200 VRS	72,999	74,067	79,574	74,493	74,493	75,532
2200-100 VRS (Admin)	15,448	16,294	16,294	14,382	14,382	14,670
2300 Health care	86,227	91,514	103,437	125,024	125,024	122,793
2300-100 Health care (Admin)	14,497	15,100	16,604	18,480	18,480	19,958
2400 Group life insurance	3,211	1,468	1,574	8,284	8,284	7,572
2400-100 Group life insurance (Admin)	680	323	323	1,599	1,599	1,471
2999-999-999-999 Charge out fringes- grants	-	(19)	(17)	-	-	-
Subtotal	<u>906,908</u>	<u>898,953</u>	<u>946,056</u>	<u>1,054,522</u>	<u>1,054,522</u>	<u>1,066,287</u>
Contractual Services						
3110 Payment for medical services	474	405	407	400	400	400
3110-001 Payment for medical services	-	5,582	5,747	6,000	6,000	6,000
3135-100 Child service license fee (Admin)	440	495	560	500	500	600
3310-100 Repairs & maintenance (Admin)	856	447	104	500	500	500
3320-100 Maint service contracts (Admin)	5,383	4,474	3,950	5,000	5,000	4,000
3500 Printing & binding	961	972	1,055	1,500	1,500	1,000
3920 Misc contractual services	17,130	16,545	21,920	16,274	16,274	18,000
3920-100 Misc contractual svcs (Admin)	221	1,228	635	400	400	400
Subtotal	<u>25,465</u>	<u>30,148</u>	<u>34,378</u>	<u>30,574</u>	<u>30,574</u>	<u>30,900</u>
Internal Services						
4210 Vehicle maintenance	14,849	15,020	19,664	19,927	19,927	20,743
4210-300 ARRA-Vehicle maintenance	198	-	-	-	-	-
4250 School bus usage	25,713	26,461	24,932	28,000	28,000	28,000
4300-100 Central store (Admin)	95	95	118	100	100	120
Subtotal	<u>40,855</u>	<u>41,576</u>	<u>44,714</u>	<u>48,027</u>	<u>48,027</u>	<u>48,863</u>
Other Charges						
5210-100 Post/messenger svc (Admin)	965	729	1,020	1,000	1,000	1,000
5230 Telecommunications	4,705	4,502	4,431	5,000	5,000	4,600
5230-100 Telecommunications (Admin)	381	-	-	-	-	1,200
5310-100 Property insurance (Admin)	386	-	-	-	-	-
5310-900 Property insurance-local	4,762	4,373	4,259	4,614	4,614	4,907
5341-100 Student accident insurance (Admin)	486	486	486	500	500	500
5350-100 Unemployment benefit claim (Admin)	624	-	208	-	-	-
5360-100 Workers' comp premiums (Admin)	1,560	1,560	1,525	1,525	1,525	1,525
5510 Personnel development	4,122	6,464	775	2,300	2,300	2,000
5510-100 Personnel development (Admin)	987	2,602	847	2,500	2,500	2,100
5510-300 ARRA-Creative curric training	20,589	2,206	-	-	-	-
5511 PA20T/TA training	12,533	16,062	15,483	16,062	16,062	16,062
5517 Transport needs/restraint	12,132	-	-	-	-	-
5511-100 PA20T/TA training (Admin)	467	-	579	-	-	-
5810-100 Dues & memberships (Admin)	451	656	556	600	600	635
5850 Mileage	5,525	3,802	2,447	4,000	4,000	3,500
5850-001 Mileage parents	1,585	461	325	600	600	600
5850-100 Mileage (Admin)	1,527	1,296	990	1,200	1,200	1,650
5880-001 Parent comm-Griffin Yeates Center	648	669	620	620	620	640
5880-002 Parent comm-Bethel Manor A	180	161	180	180	180	190
5880-003 Parent comm-Yorktown	200	145	194	190	190	190
5880-004 Parent comm-Betehl Manor B	141	194	180	180	180	150
Subtotal	<u>74,956</u>	<u>46,368</u>	<u>35,105</u>	<u>41,071</u>	<u>41,071</u>	<u>41,449</u>

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Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
CHILDREN & FAMILY SERVICES FUND						
81677	Head Start					
Materials & Supplies						
6010 Office supplies	-	971	-	-	-	-
6010-100 Office supplies (Admin)	5,249	4,219	6,515	5,000	5,000	6,100
6020 Food & food service supplies	2,290	3,442	3,345	2,500	2,500	3,775
6020-300 ARRA-Food & food service supplies	4,262	-	-	-	-	-
6040 Medical/laboratory supply	2,150	2,723	2,665	2,300	2,300	2,775
6041 Mental health supplies	779	466	356	500	500	400
6041-300 ARRA-Health/disability supplies	2,000	-	-	-	-	-
6092 Material/supplies-insurance recovery	1,150	-	-	-	-	-
6110 Uniforms & wearing apparel	-	507	-	-	-	-
6120 Books & subscriptions	153	222	342	165	165	165
6130 Educational & rec supplies	6,880	6,477	10,775	6,500	12,482	6,500
6131 Classroom materials	6,998	10,318	5,957	8,000	8,000	8,645
6131-300 ARRA-Classroom materials	7,837	-	-	-	-	-
6132 Literacy materials	2,968	2,890	3,560	2,900	2,900	2,100
6140 Other operating supplies	4,552	5,848	2,842	4,550	4,550	4,550
6140-001 Disabilities supplies	295	92	101	100	100	100
6140-002 Fatherhood/Male inv sup	400	-	32	200	200	200
6140-010 Volunteer luncheon	673	-	-	-	-	-
6140-300 ARRA-Other operating supplies	8,405	-	-	-	-	-
6140-300-001 ARRA- Gross motor supply	-	9,430	-	-	-	-
6170 Computer mat/supplies	2,393	875	15	1,250	1,250	1,250
6171 Small equipment	-	839	657	1,000	1,000	1,000
6172 Minor furnishings	140	567	620	-	-	-
6172-100 Minor furnishings (Admin)	-	1,174	-	-	-	-
Subtotal	<u>59,574</u>	<u>51,060</u>	<u>37,782</u>	<u>34,965</u>	<u>40,947</u>	<u>37,560</u>
Capital Outlay						
8016 Wiring	-	399	-	-	-	-
8060 Playground	14,821	-	-	-	-	-
8110 Machinery/equipment	-	22,909	-	-	8,000	7,725
8134 Security cameras	-	-	-	-	13,400	-
8170 Data processing equipment	384	9,565	2,705	22,000	22,000	10,800
8170-100 Data processing equipment (Admin)	-	2,047	-	-	-	-
8180-300 Buildings & grounds	-	4,200	-	-	-	-
8181 Modular unit	-	-	11,771	-	20,802	-
Subtotal	<u>15,205</u>	<u>39,120</u>	<u>14,476</u>	<u>22,000</u>	<u>64,202</u>	<u>18,525</u>
Activity Total	<u>\$ 1,122,963</u>	<u>\$ 1,107,225</u>	<u>\$ 1,112,511</u>	<u>\$ 1,231,159</u>	<u>\$ 1,279,343</u>	<u>\$ 1,243,584</u>
Personnel	\$ 906,908	\$ 898,953	\$ 946,056	\$ 1,054,522	\$ 1,054,522	\$ 1,066,287
Non-personnel	216,055	208,272	166,455	176,637	224,821	177,297
	<u>\$ 1,122,963</u>	<u>\$ 1,107,225</u>	<u>\$ 1,112,511</u>	<u>\$ 1,231,159</u>	<u>\$ 1,279,343</u>	<u>\$ 1,243,584</u>
	13.18%	-1.40%	0.48%	10.66%	15.00%	1.01%

**Children and Family Services Fund
USDA Food Service - Activity #90971**

Mission

To develop partnerships that promote quality opportunities for children's educational readiness, at all levels of ability, and to foster success for families and staff.

Goals

- Increase the local (non-County) level of contribution of in-kind or real dollars for the purposes of providing additional services, enhancing quality and replacing equipment.
- Continue to serve as a resource (training, information) on early childhood development and best practices for the child care community.
- Strengthen families and communities by assisting families with self-sufficiency skills and supporting the health and safety of their family.

Implementation Strategies

- Provide an early childhood developmental program utilizing the centered-based, scientific measurable Teaching Strategies Curriculum providing comprehensive services that emphasizes physical well-being and motor development; personal and social development; a child's approach to learning; language development and cognition and general knowledge. Perform evaluations 3 times yearly to determine children's progress and if additional support is needed.
- Continue marketing through programs and outreach to the community to promote nurturing and attachment; knowledge of parent, child and youth development; parental resilience; social connections and concrete supports for parents.
- Support community initiatives and collaboration to increase quality services to all children.
- Continue to work with families and health care providers to develop and maintain programs that foster healthy habits for families and children.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. An increase in funding has been provided for the food and food service supplies.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Personnel	\$ 60,398	\$ 30,900	\$ 33,803	\$ 35,478	\$ 35,478	\$ 36,335
Operating	<u>54,748</u>	<u>57,344</u>	<u>67,528</u>	<u>59,200</u>	<u>79,200</u>	<u>75,000</u>
Total Expenditures	<u>\$ 115,146</u>	<u>\$ 88,244</u>	<u>\$ 101,331</u>	<u>\$ 94,678</u>	<u>\$ 114,678</u>	<u>\$ 111,335</u>
<u>Funded FTEs</u>						
Professional/Technical	0.50	0.50	0.50	0.50	0.50	0.50
Trades & Crafts	<u>1.06</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Funded FTEs	<u>1.56</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
CHILDREN & FAMILY SERVICES FUND						
90971	USDA Food Service					
Personnel Services						
1515 Professional & technical salaries	\$ 20,067	\$ 9,807	\$ 13,761	\$ 14,449	\$ 14,449	\$ 14,738
1518 Trades & crafts	20,925	11,773	11,490	12,065	12,065	12,306
1533 As required-trades/crafts	2,014	1,330	-	-	-	-
1599 Other pay	-	609	-	-	-	-
2100 FICA	3,174	1,713	1,843	2,028	2,028	2,069
2200 VRS	5,533	2,885	3,565	3,147	3,147	3,210
2300 Health care	8,424	2,726	3,073	3,439	3,439	3,690
2400 Group life insurance	261	57	71	350	350	322
Subtotal	<u>60,398</u>	<u>30,900</u>	<u>33,803</u>	<u>35,478</u>	<u>35,478</u>	<u>36,335</u>
Contractual Services						
3310 Repairs & maintenance	63	-	-	-	-	-
3920 Misc contractual services	30,144	30,658	34,964	32,200	52,200	39,500
Subtotal	<u>30,207</u>	<u>30,658</u>	<u>34,964</u>	<u>32,200</u>	<u>52,200</u>	<u>39,500</u>
Materials & Supplies						
6020 Food & food service supplies	24,541	26,686	31,236	27,000	27,000	35,500
Subtotal	<u>24,541</u>	<u>26,686</u>	<u>31,236</u>	<u>27,000</u>	<u>27,000</u>	<u>35,500</u>
Grants & Donations						
8908-212-001 Hurricane Irene (insurance)	-	-	1,328	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,328</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 115,146</u>	<u>\$ 88,244</u>	<u>\$ 101,331</u>	<u>\$ 94,678</u>	<u>\$ 114,678</u>	<u>\$ 111,335</u>
Personnel	\$ 60,398	\$ 30,900	\$ 33,803	\$ 35,478	\$ 35,478	\$ 36,335
Non-personnel	54,748	57,344	67,528	59,200	79,200	75,000
	<u>\$ 115,146</u>	<u>\$ 88,244</u>	<u>\$ 101,331</u>	<u>\$ 94,678</u>	<u>\$ 114,678</u>	<u>\$ 111,335</u>
	51.24%	-23.36%	14.83%	-6.57%	13.17%	17.59%

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**COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT
FUND 63
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ -
Projected FY2013 Revenues		
Local	\$ 7,126,719	
Projected FY2013 Expenditures	<u>7,126,719</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
Local	\$ 1,181,300	
Projected FY2014 Expenditures	<u>1,181,300</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u><u>\$ -</u></u>

Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	
COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND							
30311	General Property Taxes						
1010 Incremental real estate taxes	\$ 16,261	\$ -	\$ 153,624	\$ 250,000	\$ 250,000	\$ 230,000	A
3010 Incremental pers prop taxes	91,535	96,332	100,594	100,000	100,000	100,000	A
9010 Special assessment	-	-	150,000	6,040,719	6,040,719	150,000	A
Subtotal	<u>107,796</u>	<u>96,332</u>	<u>404,218</u>	<u>6,390,719</u>	<u>6,390,719</u>	<u>480,000</u>	
30312	Other Local Taxes						
1000 Incremental local sales tax	564,515	585,542	566,259	600,000	600,000	565,000	A
1200 Incremental meals tax	8,124	9,328	9,701	10,500	10,500	11,000	A
3010 Incremental occup licenses	120,565	123,985	127,118	125,000	125,000	125,000	A
Subtotal	<u>693,204</u>	<u>718,855</u>	<u>703,078</u>	<u>735,500</u>	<u>735,500</u>	<u>701,000</u>	
30315	Use of Money & Property						
1010 Interest	2,303	984	786	500	500	300	
Subtotal	<u>\$ 2,303</u>	<u>\$ 984</u>	<u>\$ 786</u>	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ 300</u>	
Fund Total	<u>\$ 803,303</u>	<u>\$ 816,171</u>	<u>\$ 1,108,082</u>	<u>\$ 7,126,719</u>	<u>\$ 7,126,719</u>	<u>\$ 1,181,300</u>	

A Pursuant to a Memorandum of Understanding, incremental taxes (less a payment to the County for services related to the project area) and a Special Assessment are collected by the County and provided to the Trustee of the Marquis CDA to be used for debt service on the bonds and administrative expenses.

**Community Development Authority Revenue Account
Payments to Trustee and Transfers to Other Funds - Activity #63000 & 90912**

The Marquis Community Development Authority (the "Authority") was created pursuant to the Virginia Water and Waste Authorities Act (the "Act"), beginning with 15.2-5100 *et. seq.* of the Code of Virginia, 1950, by an ordinance adopted by York County's Board of Supervisors on December 19, 2006 as a Community Development Authority to promote and further the purposes of the Act.

The Marquis Community Development Authority District (the "District") consists of a land area of approximately 222.85 acres in York County, Virginia just outside of the City of Williamsburg, Virginia. The Act provides that the Authority may issue bonds to finance infrastructure improvements located within or benefiting the District and the Board of Supervisors, at the request of the Authority, may levy and collect special assessments within the District and appropriate such sums to the Authority for use in paying the administrative expenses and debt service requirements in connection with any such bonds.

On November 28, 2007, the Authority issued \$32,860,000 Revenue Bonds, Series 2007. The principal and interest on the 2007 bonds are not deemed to constitute a pledge of the faith and credit of York County and therefore the faith and credit of York County have not been pledged to the payment of the principal or interest on the 2007 bonds. The issuance of the 2007 bonds does not directly, indirectly or contingently obligate York County to levy any taxes or to make any appropriation for their payment except from the revenues and receipts pledged therefore. Pursuant to the Act, York County is expressly precluded from paying the principal of or interest on the 2007 bonds except from the special assessments and the incremental tax revenues collected.

On March 1, 2012, the Bonds were restructured and reissued pursuant to a Restructuring Memorandum of Understanding, as amended by the First Amendment to Memorandum of Understanding, a Revised Rate and Method Apportionment, an Amended and Restate Continuing Disclosure Agreement, and a Second Supplemental Indenture of Trust among the bondholders, Marquis Williamsburg RE Holding LLC (as Property Owner), Authority, Trustee and County. Under the restructuring and reissuance terms, the original 2007 Bonds have been restructured and \$2,805,000 of the original Bonds have been redeemed.

The Authority will cause incremental tax revenues to be collected and deposited in accordance with the Indenture and a Memorandum of Understanding with York County. This fund provides for a separate account into which the County will deposit incremental taxes and special assessment revenues generated by the Marquis Lifestyle Center. The County will then disburse those funds to the Trustee on behalf of the Authority, to be used for debt service on the bonds and administrative expenses.

Budget Comments - FY2014

Funding reflects payments of incremental tax revenues to be made to the County for services rendered related to the project and to the Authority's trustee for debt service on the bonds and administrative expenses.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 803,303	\$ 816,171	\$ 1,108,082	\$ 7,126,719	\$ 7,126,719	\$ 1,181,300
Total Expenditures	<u>\$ 803,303</u>	<u>\$ 816,171</u>	<u>\$ 1,108,082</u>	<u>\$ 7,126,719</u>	<u>\$ 7,126,719</u>	<u>\$ 1,181,300</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND

63000	Payments to Trustee						
9060	Pmts to trustee-incr taxes	\$ 527,678	\$ 526,766	\$ 658,082	\$ 6,926,719	\$ 6,776,719	\$ 881,300
9060-001	Pmts to trustee-special assessment	-	-	150,000	-	150,000	150,000
	Activity Total	<u>\$ 527,678</u>	<u>\$ 526,766</u>	<u>\$ 808,082</u>	<u>\$ 6,926,719</u>	<u>\$ 6,926,719</u>	<u>\$ 1,031,300</u>
	Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non-personnel	<u>527,678</u>	<u>526,766</u>	<u>808,082</u>	<u>6,926,719</u>	<u>6,926,719</u>	<u>1,031,300</u>
		<u>\$ 527,678</u>	<u>\$ 526,766</u>	<u>\$ 808,082</u>	<u>\$ 6,926,719</u>	<u>\$ 6,926,719</u>	<u>\$ 1,031,300</u>
		43.17%	-0.17%	53.40%	757.18%	757.18%	-85.11%

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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COMMUNITY DEVELOPMENT AUTHORITY REVENUE ACCOUNT FUND

90912	Transfers to Other Funds					
9010	General Fund-svcs to proj area	\$ 275,625	\$ 289,405	\$ 300,000	\$ 200,000	\$ 150,000
	Activity Total	\$ 275,625	\$ 289,405	\$ 300,000	\$ 200,000	\$ 150,000
	Personnel	\$ -	\$ -	\$ -	\$ -	\$ -
	Non-personnel	275,625	289,405	300,000	200,000	150,000
		\$ 275,625	\$ 289,405	\$ 300,000	\$ 200,000	\$ 150,000
		-56.32%	5.00%	3.66%	-33.33%	-25.00%

**COUNTY DEBT SERVICE
FUND 80
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ -
Projected FY2013 Revenues		
Other financing sources	\$ 3,355,527	
Projected FY2013 Expenditures	<u>3,355,527</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
Other financing sources	\$ 2,859,564	
Projected FY2014 Expenditures	<u>2,859,564</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u><u>\$ -</u></u>

**COUNTY DEBT SERVICE
FUND 80**

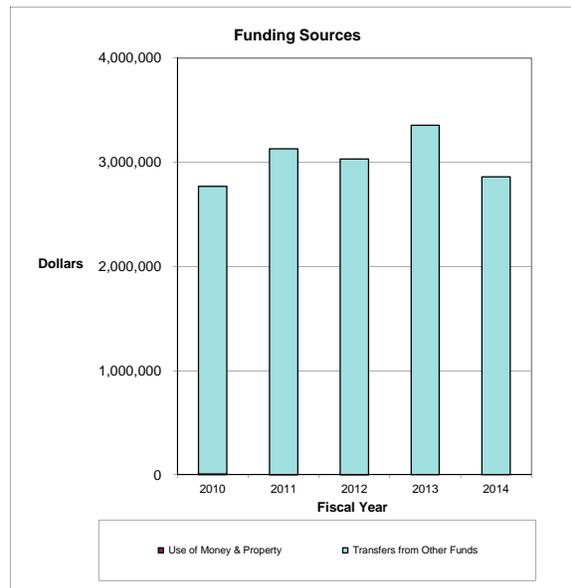
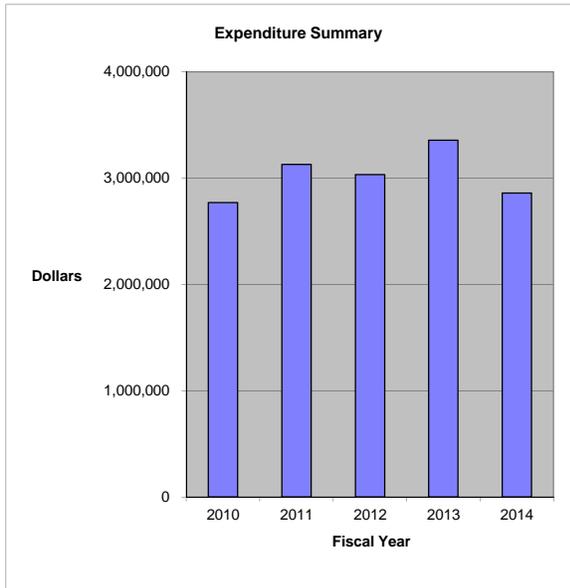
This fund accounts for the issuance and repayment of debt for the County's public buildings, facilities and equipment. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 5,876	\$ 11	\$ 10	\$ -	\$ -	\$ -	0.00%
Transfers from Other Funds	2,763,899	3,128,346	3,031,763	3,355,527	3,355,527	2,859,564	100.00%
Total Funding Sources	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Lease Revenue Bonds:							
Emergency Communication System/Building	\$ 1,295,275	\$ 737,181	\$ 736,982	\$ 735,178	\$ 735,178	\$ 735,718	0.07%
Yorktown Revitalization	-	560,444	560,293	558,922	558,922	559,332	0.07%
Sports Field Complex	844,558	1,370,673	1,372,229	1,376,963	1,376,963	1,376,050	-0.07%
COPS Refinancing	435,612	435,206	173,806	-	-	-	0.00%
Underground Utilities	-	-	-	496,000	496,000	-	-100.00%
Capital Leases:							
Customer Premise Equip/Computer Aided Dispatch	163,611	-	163,610	163,610	163,610	163,610	0.00%
Fire Station Signaling Equipment	24,853	24,853	24,853	24,854	24,854	24,854	0.00%
Transfers to Other Funds:							
County Capital Fund	5,866	-	-	-	-	-	0.00%
Total Expenditures	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564	-14.78%

Expenditure by Category							
Operating	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564	
Total Expenditures	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564	-14.78%

Key Service Indicators							
Outstanding principal	\$ 31,003,274	\$ 31,981,737	\$ 30,071,779	\$ 35,873,845	\$ 28,620,411	\$ 27,118,221	



Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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COUNTY DEBT SERVICE FUND

30315	Use of Money & Property					
1014	Interest \$17.380 escrow	\$ 10	\$ 11	\$ 10	\$ -	\$ -
1016	Interest \$17.230 escrow	<u>5,866</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Subtotal	<u>5,876</u>	<u>11</u>	<u>10</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1008	Tourism Fund	558,350	560,444	560,293	558,922	558,922
1010	General Fund	2,205,549	2,567,902	2,471,470	2,300,605	2,300,605
1079	County Capital Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>496,000</u>	<u>496,000</u>
	Subtotal	<u>2,763,899</u>	<u>3,128,346</u>	<u>3,031,763</u>	<u>3,355,527</u>	<u>3,355,527</u>
	Fund Total	<u>\$ 2,769,775</u>	<u>\$ 3,128,357</u>	<u>\$ 3,031,773</u>	<u>\$ 3,355,527</u>	<u>\$ 2,859,564</u>

A Transfer from the Tourism Fund for debt service payments.

B Transfer from the General Fund for debt service payments.

**County Debt Service Fund
County Debt Service Activities**

Budget Comments - FY2014

No new borrowings are planned.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564
Total Expenditures	\$ 2,769,775	\$ 3,128,357	\$ 3,031,773	\$ 3,355,527	\$ 3,355,527	\$ 2,859,564

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
COUNTY DEBT SERVICE FUND						
90323	Emergency Communication System/Building					
9110 Principal	\$ 755,000	\$ 443,118	\$ 457,321	\$ 471,523	\$ 471,523	\$ 488,566
9120 Interest	537,775	292,643	278,241	262,235	262,235	245,732
9125 Other debt service	2,500	1,420	1,420	1,420	1,420	1,420
Subtotal	<u>1,295,275</u>	<u>737,181</u>	<u>736,982</u>	<u>735,178</u>	<u>735,178</u>	<u>735,718</u>
90324	Customer Premise Equip/Computer Aided Dispatch					
9110 Principal	144,281	-	43,785	52,164	52,164	54,107
9120 Interest	19,330	-	119,825	111,446	111,446	109,503
Subtotal	<u>163,611</u>	<u>-</u>	<u>163,610</u>	<u>163,610</u>	<u>163,610</u>	<u>163,610</u>
90325	Yorktown Revitalization					
9110 Principal	-	336,882	347,679	358,477	358,477	371,434
9120 Interest	-	222,482	211,534	199,365	199,365	186,818
9125 Other debt service	-	1,080	1,080	1,080	1,080	1,080
Subtotal	<u>-</u>	<u>560,444</u>	<u>560,293</u>	<u>558,922</u>	<u>558,922</u>	<u>559,332</u>
90327	Fire Station Signaling Equipment					
9110 Principal	19,078	19,812	20,575	21,368	21,368	22,191
9120 Interest	5,775	5,041	4,278	3,486	3,486	2,663
Subtotal	<u>24,853</u>	<u>24,853</u>	<u>24,853</u>	<u>24,854</u>	<u>24,854</u>	<u>24,854</u>
90913	Sports Field Complex					
9110 Principal	-	540,000	570,000	600,000	600,000	620,000
9120 Interest	844,075	830,238	801,794	775,963	775,963	755,050
9125 Other debt service	483	435	435	1,000	1,000	1,000
Subtotal	<u>844,558</u>	<u>1,370,673</u>	<u>1,372,229</u>	<u>1,376,963</u>	<u>1,376,963</u>	<u>1,376,050</u>
90915	Underground Utilities					
9120 Interest	-	-	-	495,000	495,000	-
9125 Other debt service	-	-	-	1,000	1,000	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>496,000</u>	<u>496,000</u>	<u>-</u>
90987	COPS Refinancing					
9110 Principal	395,000	410,000	165,000	-	-	-
9120 Interest	38,612	23,206	6,806	-	-	-
9125 Other debt service	2,000	2,000	2,000	-	-	-
Subtotal	<u>435,612</u>	<u>435,206</u>	<u>173,806</u>	<u>-</u>	<u>-</u>	<u>-</u>
90999	Transfers To Other Funds					
9279 County Capital Fund	5,866	-	-	-	-	-
Subtotal	<u>5,866</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 2,769,775</u>	<u>\$ 3,128,357</u>	<u>\$ 3,031,773</u>	<u>\$ 3,355,527</u>	<u>\$ 3,355,527</u>	<u>\$ 2,859,564</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>2,769,775</u>	<u>3,128,357</u>	<u>3,031,773</u>	<u>3,355,527</u>	<u>3,355,527</u>	<u>2,859,564</u>
	<u>\$ 2,769,775</u>	<u>\$ 3,128,357</u>	<u>\$ 3,031,773</u>	<u>\$ 3,355,527</u>	<u>\$ 3,355,527</u>	<u>\$ 2,859,564</u>
	-85.82%	12.95%	-3.09%	10.68%	10.68%	-14.78%

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**SCHOOL DEBT SERVICE
FUND 81
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ -
Projected FY2013 Revenues		
Local	\$ -	
State and Federal	59,472	
Other financing sources	<u>8,211,663</u>	
Total		\$ 8,271,135
Projected FY2013 Expenditures		<u>8,271,135</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
State and Federal	\$ 59,472	
Other financing sources	<u>17,565,929</u>	
Total		\$ 17,625,401
Projected FY2014 Expenditures		<u>17,625,401</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u>\$ -</u>

**SCHOOL DEBT SERVICE
FUND 81**

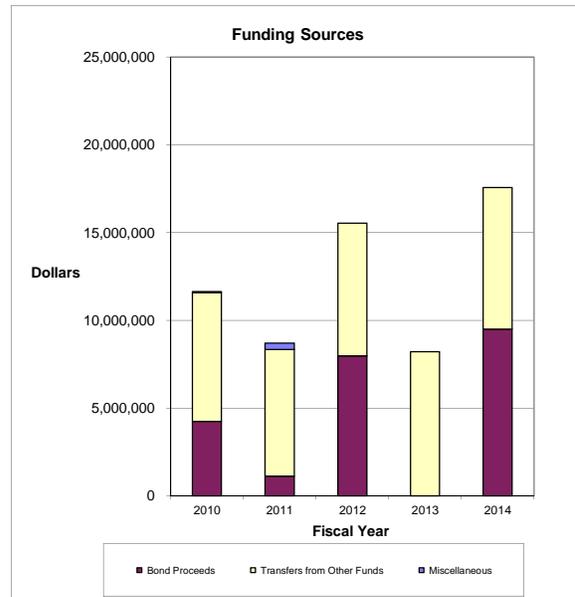
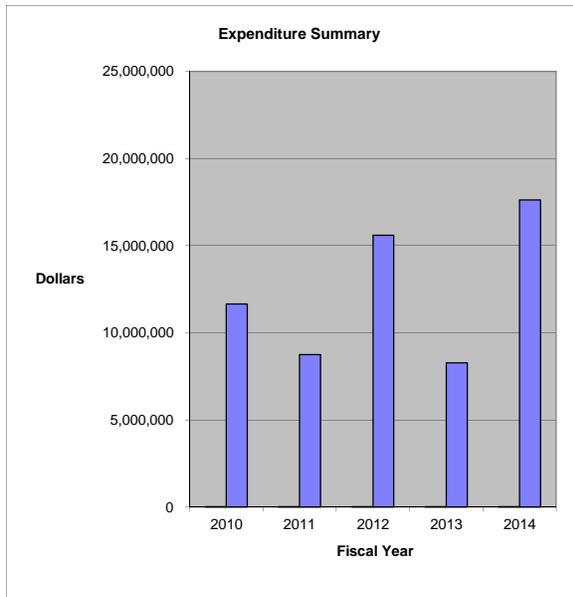
This fund accounts for the issuance and repayment of debt for the construction and maintenance of educational facilities. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Miscellaneous	\$ 59,652	\$ 372,220	\$ -	\$ -	\$ -	\$ -	0.00%
Federal Aid	-	53,360	59,472	59,472	59,472	59,472	0.34%
Bond Proceeds	4,246,222	1,120,000	7,972,456	-	-	9,500,000	53.90%
School Support	505,580	505,662	505,609	505,421	505,421	505,741	2.87%
Transfers from Other Funds	6,833,240	6,706,559	7,056,620	7,706,242	7,706,242	7,560,188	42.89%
Total Funding Sources	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401	100.00%

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Literary Loans:							
Magruder/Coventry Gym/Property	\$ 112,000	\$ 108,000	\$ 104,000	\$ -	\$ -	\$ -	0.00%
General Obligation Bonds:							
Grafton High/Middle Complex Phase I	132,735	92,625	59,125	22,250	22,250	26,125	17.42%
VPSA Refinancing 1993	134,696	-	-	-	-	-	0.00%
Tabb High/Grafton Bethel/Dare/Magruder/Waller Mill	1,214,016	1,211,216	1,212,224	1,211,962	1,211,962	1,213,797	0.15%
Refunding/Grafton Complex	2,040,375	2,046,000	2,057,125	2,064,500	2,064,500	2,075,875	0.55%
Bruton High	600,893	597,772	599,140	599,449	599,449	602,165	0.45%
Queens Lake Middle	312,190	309,412	311,046	307,298	307,298	308,373	0.35%
York High/School Board Office	1,171,285	1,174,255	1,175,695	1,172,233	1,172,233	1,173,943	0.15%
York Middle/New Horizons	844,899	845,519	845,119	844,199	844,199	846,632	0.29%
Dare/Magruder/Yorktown Elementary	433,704	435,835	436,655	433,518	433,518	435,998	0.57%
Dare/Mt Vernon/Tabb High	53,271	296,383	294,573	294,725	294,725	294,363	-0.12%
QSCB Grafton Bethel	-	142,617	124,472	125,472	125,472	125,472	0.00%
Coventry/Grafton Bethel/New Horizons/Tabb Elem/Grafton Complex	-	-	41,814	802,000	802,000	527,133	-34.27%
York Middle/Kitchen Equipment (5 Schools)/ Grafton Complex/Seaford Elem/Grafton Bethel/Magruder Elem/Bruton High/Tabb High/Mt Vernon/Tabb Middle	-	-	-	-	-	102,000	100.00%
Refunding Notes:							
VRS Refinancing	393,529	393,529	393,528	393,529	393,529	393,525	0.00%
Transfers to Other Funds:							
School Capital Fund	4,201,101	1,104,638	7,939,641	-	-	9,500,000	100.00%
Total Expenditures	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401	113.10%

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	%Change Original 2013/ Adopted 2014
Expenditure by Category							
Operating	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401	
Total Expenditures	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401	113.10%

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
Key Service Indicators						
Outstanding principal	\$ 60,051,604	\$ 56,446,781	\$ 58,409,393	\$ 54,417,739	\$ 53,342,740	\$ 57,270,000



Revenues		FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	
SCHOOL DEBT SERVICE FUND								
30318	Miscellaneous							
	9090 Miscellaneous local	\$ 59,652	\$ 372,220	\$ -	\$ -	\$ -	\$ -	
	Subtotal	<u>59,652</u>	<u>372,220</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30333	Federal Categorical Aid							
	1001-300 Qual School Const Bonds Tax Credit	-	53,360	59,472	59,472	59,472	59,472	A
	Subtotal	<u>-</u>	<u>53,360</u>	<u>59,472</u>	<u>59,472</u>	<u>59,472</u>	<u>59,472</u>	
30341	Bond Proceeds							
	4016 VPSA Bonds	4,180,000	1,120,000	6,925,000	-	-	9,500,000	B
	4017 VPSA Premium	66,222	-	1,047,456	-	-	-	
	Subtotal	<u>4,246,222</u>	<u>1,120,000</u>	<u>7,972,456</u>	<u>-</u>	<u>-</u>	<u>9,500,000</u>	
30351	Transfers from Other Funds							
	1010 General Fund	6,833,240	6,706,559	7,056,620	7,706,242	7,706,242	7,560,188	C
	1050 School Operating Fund-VRS Debt	393,528	393,528	393,528	393,529	393,529	393,525	D
	1050-002 School Operating Fund-New Horizons	112,052	112,134	112,081	111,892	111,892	112,216	D
	Subtotal	<u>7,338,820</u>	<u>7,212,221</u>	<u>7,562,229</u>	<u>8,211,663</u>	<u>8,211,663</u>	<u>8,065,929</u>	
	Fund Total	<u>\$ 11,644,694</u>	<u>\$ 8,757,801</u>	<u>\$ 15,594,157</u>	<u>\$ 8,271,135</u>	<u>\$ 8,271,135</u>	<u>\$ 17,625,401</u>	

A Federal support for the Qualified School Construction Bonds issued for the Grafton Bethel project.

B The anticipated borrowing for the following school projects: York Middle, kitchen equipment (5 schools), Grafton Complex, Seaford Elementary, Grafton Bethel Elementary, Magruder Elementary, Bruton High, Tabb High, Mt. Vernon Elementary and Tabb Middle.

C Transfer from the General Fund for debt service payments.

D Transfer from the School Division for debt service payments.

**School Debt Service Fund
School Debt Service Activities**

Budget Comments - FY2014

A borrowing for \$9,500,000 is planned to fund fiscal year 2013 and 2014 projects.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	Budget
<u>Expenditure By Category</u>						
Operating	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401
Total Expenditures	\$ 11,644,694	\$ 8,757,801	\$ 15,594,157	\$ 8,271,135	\$ 8,271,135	\$ 17,625,401

Expenditures		FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SCHOOL DEBT SERVICE FUND							
90944	Lit Loan	Magruder/Coventry Gym/Property					
	9110 Principal	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	-
	9120 Interest	12,000	8,000	4,000	-	-	-
	Subtotal	<u>112,000</u>	<u>108,000</u>	<u>104,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
90947	GOB	Grafton High/Middle Complex Phase I					
	9110 Principal	120,000	85,000	55,000	20,000	20,000	25,000
	9120 Interest	12,235	7,125	3,625	1,750	1,750	625
	9125 Other debt service	500	500	500	500	500	500
	Subtotal	<u>132,735</u>	<u>92,625</u>	<u>59,125</u>	<u>22,250</u>	<u>22,250</u>	<u>26,125</u>
90948	GOB	VPSA Refinancing 1993					
	9110 Principal	130,000	-	-	-	-	-
	9120 Interest	4,696	-	-	-	-	-
	Subtotal	<u>134,696</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
90951	GOB	Tabb High/Grafton Bethel/Dare/Magruder/Waller Mill					
	9110 Principal	780,000	820,000	865,000	910,000	910,000	960,000
	9120 Interest	433,516	390,716	346,724	301,462	301,462	253,297
	9125 Other debt service	500	500	500	500	500	500
	Subtotal	<u>1,214,016</u>	<u>1,211,216</u>	<u>1,212,224</u>	<u>1,211,962</u>	<u>1,211,962</u>	<u>1,213,797</u>
90952	Refunding Note	VRS Refinancing					
	9110 Principal	278,836	299,823	322,389	346,654	346,654	372,741
	9120 Interest	114,693	93,706	71,139	46,875	46,875	20,784
	Subtotal	<u>393,529</u>	<u>393,529</u>	<u>393,528</u>	<u>393,529</u>	<u>393,529</u>	<u>393,525</u>
90953	GOB	Refunding/Grafton Complex					
	9111 Principal-2001 Issue	1,545,000	1,630,000	1,725,000	1,820,000	1,820,000	1,925,000
	9121 Interest-2001 Issue	495,375	416,000	332,125	243,500	243,500	149,875
	9125 Other debt service	-	-	-	1,000	1,000	1,000
	Subtotal	<u>2,040,375</u>	<u>2,046,000</u>	<u>2,057,125</u>	<u>2,064,500</u>	<u>2,064,500</u>	<u>2,075,875</u>
90954	VPSA	Bruton High					
	8099-203 Refinancing Cost						
	9110 Principal	315,000	325,000	340,000	355,000	355,000	375,000
	9120 Interest	285,393	272,272	258,640	243,949	243,949	226,665
	9125 Other debt service	500	500	500	500	500	500
	Subtotal	<u>600,893</u>	<u>597,772</u>	<u>599,140</u>	<u>599,449</u>	<u>599,449</u>	<u>602,165</u>
90955	VPSA	Queens Lake Middle					
	9110 Principal	150,000	155,000	165,000	170,000	170,000	180,000
	9120 Interest	161,690	153,912	145,546	136,798	136,798	127,873
	9125 Other debt service	500	500	500	500	500	500
	Subtotal	<u>312,190</u>	<u>309,412</u>	<u>311,046</u>	<u>307,298</u>	<u>307,298</u>	<u>308,373</u>
90956	VPSA	York High/School Board Office					
	9110 Principal	515,000	545,000	575,000	600,000	600,000	630,000
	9120 Interest	655,785	628,755	600,195	571,733	571,733	543,443
	9125 Other debt service	500	500	500	500	500	500
	Subtotal	<u>1,171,285</u>	<u>1,174,255</u>	<u>1,175,695</u>	<u>1,172,233</u>	<u>1,172,233</u>	<u>1,173,943</u>
90957	VPSA	York Middle/New Horizons					
	9110 Principal	370,000	390,000	410,000	430,000	430,000	455,000
	9120 Interest	474,399	455,019	434,619	413,199	413,199	390,632
	9125 Other debt service	500	500	500	1,000	1,000	1,000
	Subtotal	<u>844,899</u>	<u>845,519</u>	<u>845,119</u>	<u>844,199</u>	<u>844,199</u>	<u>846,632</u>
90958	VPSA	Dare/Magruder/Yorktown Elementary					
	9110 Principal	140,000	175,000	185,000	190,000	190,000	200,000
	9120 Interest	293,054	260,185	251,005	242,868	242,868	235,348
	9125 Other debt service	650	650	650	650	650	650
	Subtotal	<u>433,704</u>	<u>435,835</u>	<u>436,655</u>	<u>433,518</u>	<u>433,518</u>	<u>435,998</u>
90959	VPSA	Dare/Mt Vernon/Tabb High					
	8099 Issue costs	52,621	-	-	-	-	-
	9110 Principal	-	135,000	155,000	160,000	160,000	165,000
	9120 Interest	-	160,733	138,923	133,725	133,725	128,363
	9125 Other debt service	650	650	650	1,000	1,000	1,000
	Subtotal	<u>53,271</u>	<u>296,383</u>	<u>294,573</u>	<u>294,725</u>	<u>294,725</u>	<u>294,363</u>
90960	VPSA	QSCB Grafton Bethel					
	8099 Issue costs	-	13,404	-	-	-	-
	8099-001 Underwriter discount	-	10,853	-	-	-	-
	9110 Principal	-	65,000	65,000	65,000	65,000	65,000
	9120 Interest	-	53,360	59,472	59,472	59,472	59,472
	9125 Other debt service	-	-	-	1,000	1,000	1,000
	Subtotal	<u>-</u>	<u>142,617</u>	<u>124,472</u>	<u>125,472</u>	<u>125,472</u>	<u>125,472</u>
90961	VPSA	Coventry/Grafton Bethel/New Horizons/Tabb Elem/Grafton Complex					
	8099 Issue costs	-	-	9,000	-	-	-
	8099-001 Underwriter discount	-	-	32,814	-	-	-
	9110 Principal	-	-	-	-	-	220,000
	9120 Interest	-	-	-	800,000	210,249	306,133
	9125 Other debt service	-	-	-	2,000	591,751	1,000
	Subtotal	<u>-</u>	<u>-</u>	<u>41,814</u>	<u>802,000</u>	<u>802,000</u>	<u>527,133</u>
90962	VPSA	York Middle/Kitchen Equipment (5 Schools)/ Grafton Complex/Seaford Elem/Grafton Bethel/Magruder Elem/Bruton High/Tabb High/Mt Vernon/Tabb Middle					
	8099 Issue costs	-	-	-	-	-	100,000
	9125 Other debt service	-	-	-	-	-	2,000
	Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>102,000</u>
90999	Transfers To Other Funds						
	9270 School Capital Fund	4,201,101	1,104,638	7,808,129	-	-	9,500,000
	9279 County Capital Fund	-	-	131,512	-	-	-
	Subtotal	<u>4,201,101</u>	<u>1,104,638</u>	<u>7,939,641</u>	<u>-</u>	<u>-</u>	<u>9,500,000</u>
	Activity Total	<u>\$ 11,644,694</u>	<u>\$ 8,757,801</u>	<u>\$ 15,594,157</u>	<u>\$ 8,271,135</u>	<u>\$ 8,271,135</u>	<u>\$ 17,625,401</u>
	Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Non-personnel	<u>11,644,694</u>	<u>8,757,801</u>	<u>15,594,157</u>	<u>8,271,135</u>	<u>8,271,135</u>	<u>17,625,401</u>
		<u>\$ 11,644,694</u>	<u>\$ 8,757,801</u>	<u>\$ 15,594,157</u>	<u>\$ 8,271,135</u>	<u>\$ 8,271,135</u>	<u>\$ 17,625,401</u>
		-8.23%	-24.79%	78.06%	-46.96%	-46.96%	113.10%

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**STORMWATER MANAGEMENT
FUND 26
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 851,246
Projected FY2013 Revenues		
Local	\$ 63,525	
State & Federal	1,143,820	
Other financing sources	<u>896,850</u>	
Total		\$ 2,104,195
Projected FY2013 Expenditures		<u>2,976,818</u>
Net Change		<u>(872,623)</u>
Projected Fund Balance 6/30/2013		\$ (21,377)
Projected FY2014 Revenues		
Local	\$ 33,000	
State & Federal	200,000	
Other financing sources	<u>900,000</u>	
Total		\$ 1,133,000
Projected FY2014 Expenditures		<u>191,574</u>
Net Change		<u>941,426</u>
Projected Fund Balance 6/30/2014		<u><u>\$ 920,049</u></u>

**STORMWATER MANAGEMENT
FUND 26**

This fund accounts for the revenue and expenditures for stormwater projects. This is accomplished through the division below. Individual division details follow this summary page.

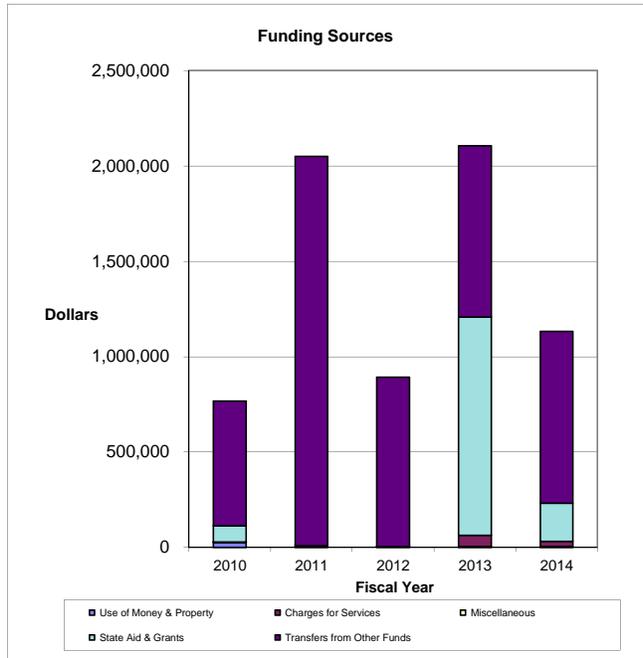
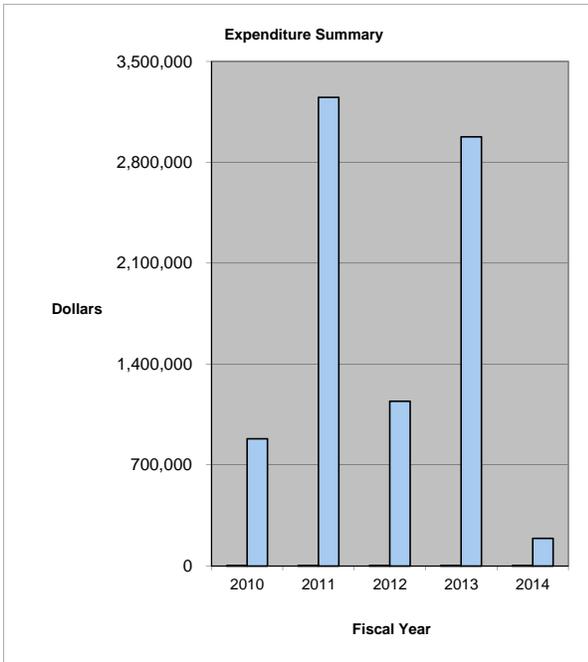
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 26,880	\$ 8,903	\$ 5,081	\$ 6,200	\$ 6,200	\$ 5,000	0.44%
Charges for Services	475	550	275	8,000	57,325	28,000	2.47%
Miscellaneous	835	-	-	-	-	-	0.00%
State Aid & Grants	85,000	-	-	100,000	1,143,820	200,000	17.66%
Transfers from Other Funds	654,606	2,040,124	887,156	870,000	896,850	900,000	79.44%
Total Funding Sources	\$ 767,796	\$ 2,049,577	\$ 892,512	\$ 984,200	\$ 2,104,195	\$ 1,133,000	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Capital Projects	\$ 883,068	\$ 3,249,941	\$ 1,142,333	\$ 421,792	\$ 2,976,818	\$ 191,574	-54.58%
Total Expenditures	\$ 883,068	\$ 3,249,941	\$ 1,142,333	\$ 421,792	\$ 2,976,818	\$ 191,574	-54.58%

Expenditure by Category							
Operating	\$ 22,321	\$ 9,935	\$ 23,661	\$ 13,792	\$ 13,792	\$ 13,574	-1.58%
Capital	860,747	3,240,006	1,118,672	408,000	2,963,026	178,000	-56.37%
Total Expenditures	\$ 883,068	\$ 3,249,941	\$ 1,142,333	\$ 421,792	\$ 2,976,818	\$ 191,574	-54.58%

Key Service Indicators

Number of projects	4	7	5	1	7	-
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Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
STORMWATER MANAGEMENT FUND						
30315	Use of Money & Property					
1010	Interest on deposits	\$ 26,880	\$ 8,903	\$ 5,081	\$ 6,200	\$ 5,000
	Subtotal	<u>26,880</u>	<u>8,903</u>	<u>5,081</u>	<u>6,200</u>	<u>5,000</u>
30316	Charges for Services					
5550	Maint-stormwater Lowe's/Wal-mart	475	550	275	1,000	1,000 A
5550-001	Long-term Lowe's/Wal-mart	-	-	-	7,000	7,000 A
5551	Maint-stormwater BMP3 Inter Cntr	-	-	-	-	21,300 A
5551-001	Long-term BMP3 Inter Cntr	-	-	-	-	7,000 A
5552	Maint-stormwater BMP3A Inter Cntr	-	-	-	-	10,900 A
5552-001	Long-term BMP3A Inter Cntr	-	-	-	-	7,000 A
	Subtotal	<u>475</u>	<u>550</u>	<u>275</u>	<u>8,000</u>	<u>57,325</u>
30318	Miscellaneous					
9090	Miscellaneous local	835	-	-	-	-
	Subtotal	<u>835</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30324	State Aid & Grants					
8745-001	VDOT Brandywine Phase II & III	-	-	-	-	469,367
8745-002	VDOT Moore's Creek Phase IIB	-	-	-	-	674,453
8745-003	VDOT Moore's Creek Phase IIC	-	-	-	-	-
8745-004	VDOT Cook Road/Falcon Road	-	-	-	-	-
8745-204-002	VDOT Rt 171 Culvert (Tabb)	85,000	-	-	-	-
8745-213-003	VDOT Dare Elem (N Constitution Dr)	-	-	-	100,000	-
	Subtotal	<u>85,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>1,143,820</u>
30351	Transfers from Other Funds					
1010	General Fund (CIP)	150,000	150,000	150,000	150,000	150,000 C
1010-001	General Fund (Meals Tax)	504,606	525,124	537,156	520,000	550,000 D
1050	School Fund	-	-	-	-	26,850
1079	County Capital Fund (Rev Share)	-	165,000	200,000	200,000	200,000 E
1079-001	County Capital Fund	-	1,200,000	-	-	-
	Subtotal	<u>654,606</u>	<u>2,049,577</u>	<u>887,156</u>	<u>870,000</u>	<u>896,850</u>
	Fund Total	<u>\$ 767,796</u>	<u>\$ 2,049,577</u>	<u>\$ 892,512</u>	<u>\$ 984,200</u>	<u>\$ 2,104,195</u>
						<u>\$ 1,133,000</u>

- A Revenue from property owners for maintenance performed at the stormwater ponds.
- B State reimbursement for stormwater projects that qualify for revenue sharing support.
- C Transfer from the General Fund for support of minor drainage projects.
- D Transfer from the General Fund of a portion of the meals tax to support stormwater projects.
- E Transfer from the County Capital Fund for projects that qualify for revenue sharing support.

**Stormwater Management Projects
Capital Projects - Activity #90912**

Budget Comments - FY2014

Funding is provided for minor drainage projects, payment for services to HRPDC, and maintenance of the Lowe's and International Center stormwater ponds (supported by revenue from the property owners). There are no new projects planned in the CIP.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 22,321	\$ 9,935	\$ 23,661	\$ 13,792	\$ 13,792	\$ 13,574
Capital	<u>860,747</u>	<u>3,240,006</u>	<u>1,118,672</u>	<u>408,000</u>	<u>2,963,026</u>	<u>178,000</u>
Total Expenditures	<u>\$ 883,068</u>	<u>\$ 3,249,941</u>	<u>\$ 1,142,333</u>	<u>\$ 421,792</u>	<u>\$ 2,976,818</u>	<u>\$ 191,574</u>

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
STORMWATER MANAGEMENT FUND						
Contractual Services						
3820 HRPDC	\$ 9,935	\$ 9,935	\$ 23,661	\$ 13,792	\$ 13,792	\$ 13,574
3820-001 HRPDC Bacteria Study	<u>12,386</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>22,321</u>	<u>9,935</u>	<u>23,661</u>	<u>13,792</u>	<u>13,792</u>	<u>13,574</u>
Capital Projects						
90912-8500 Machinery/equipment	-	-	-	150,000	156,539	-
90912-9250 School Projects	-	-	-	-	26,850	-
90912 Drainage Improvement Project	145,395	108,910	116,795	150,000	365,029	150,000
90913 Lowe's/Wal-mart stormwater pond	475	550	275	8,000	60,125	8,000
90914 BMP 3 International Center	-	-	-	-	28,300	10,000
90915 BMP 3A International Center	-	-	-	-	17,900	10,000
91609 Lakeside Forest sewer system line	-	-	-	-	102,650	-
91610 Brandywine Subdvsn sewer system	101,153	982,591	372	-	-	-
91611 Moores Creek	505,604	1,519,942	246	-	600,000	-
91624 Cook Rd/Falcon Rd	-	206	37,467	-	251,065	-
91625 Edgehill North Outfall	34,893	18,919	911,175	-	91,203	-
91626 Edgehill/Ft Eustis Drainage	73,227	569,595	-	-	-	-
91632 Victory Industrial Park	-	39,088	-	-	260,912	-
91638 Dare Elementary	-	205	52,342	-	872,453	-
91639 Coventry Blvd	-	-	-	100,000	130,000	-
Subtotal	<u>860,747</u>	<u>3,240,006</u>	<u>1,118,672</u>	<u>408,000</u>	<u>2,963,026</u>	<u>178,000</u>
Activity Total	<u>\$ 883,068</u>	<u>\$ 3,249,941</u>	<u>\$ 1,142,333</u>	<u>\$ 421,792</u>	<u>\$ 2,976,818</u>	<u>\$ 191,574</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>883,068</u>	<u>3,249,941</u>	<u>1,142,333</u>	<u>421,792</u>	<u>2,976,818</u>	<u>191,574</u>
	<u>\$ 883,068</u>	<u>\$ 3,249,941</u>	<u>\$ 1,142,333</u>	<u>\$ 421,792</u>	<u>\$ 2,976,818</u>	<u>\$ 191,574</u>
	31.20%	268.03%	-64.85%	-63.08%	160.59%	-54.58%

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**YORKTOWN CAPITAL IMPROVEMENTS
FUND 78
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ (7,308,883)
Projected FY2013 Revenues		
Other financing sources	\$ 100,000	
Projected FY2013 Expenditures	<u>270,657</u>	
Net Change		<u>(170,657)</u>
Projected Fund Balance 6/30/2013		\$ (7,479,540)
Projected FY2013 Revenues		
Other financing sources	\$ 100,000	
Projected FY2014 Expenditures	<u>-</u>	
Net Change		<u>100,000</u>
Projected Fund Balance 6/30/2014		<u>\$ (7,379,540)</u>

**YORKTOWN CAPITAL IMPROVEMENTS
FUND 78**

This fund accounts for the revenues and expenditures relating to the County's capital improvement program, specifically for the waterfront. This is accomplished through the divisions below. Individual division details follow this summary page.

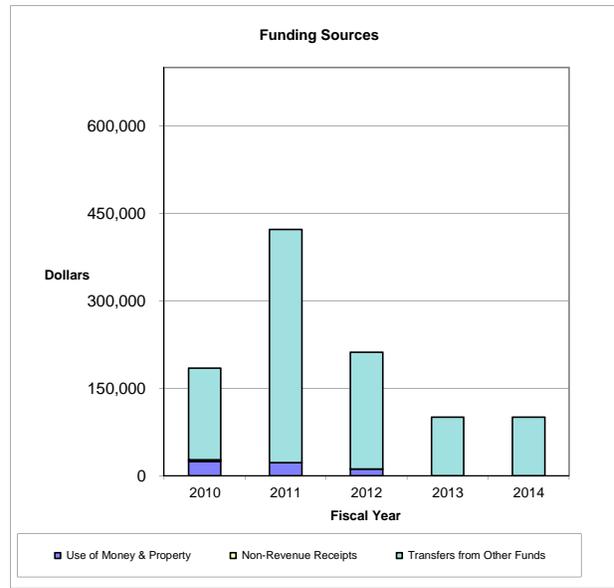
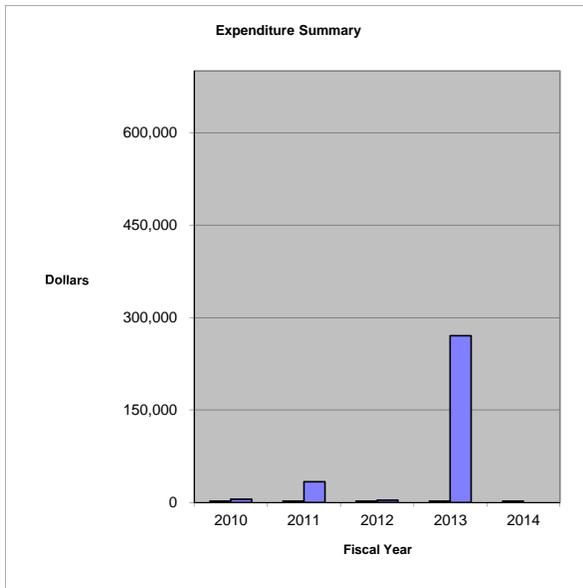
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 24,303	\$ 22,341	\$ 11,521	\$ -	\$ -	\$ -	0.00%
Non-Revenue Receipts	2,800	-	-	-	-	-	0.00%
Transfers from Other Funds	156,981	400,000	200,000	100,000	100,000	100,000	100.00%
Total Funding Sources	\$ 184,084	\$ 422,341	\$ 211,521	\$ 100,000	\$ 100,000	\$ 100,000	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Capital Projects	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -	0.00%
Total Expenditures	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -	0.00%

Expenditure by Category							
Capital	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -	0.00%
Total Expenditures	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -	0.00%

Key Service Indicators

Number of projects	2	3	1	-	4	-
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Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
YORKTOWN CAPITAL IMPROVEMENTS FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 3,603	\$ 1,641	\$ 1,171	\$ -	\$ -	\$ -
1406 Note receivable interest-restaurant	20,700	20,700	10,350	-	-	-
Subtotal	<u>24,303</u>	<u>22,341</u>	<u>11,521</u>	<u>-</u>	<u>-</u>	<u>-</u>
30341	Non-Revenue Receipts					
1010 Insurance recoveries	2,800	-	-	-	-	-
Subtotal	<u>2,800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1008 Tourism Fund	35,477	100,000	100,000	100,000	100,000	100,000 A
1008-209 Tourism Fund	121,504	-	-	-	-	-
1008-210 Tourism Fund	-	260,771	-	-	-	-
1008-211 Tourism Fund	-	39,229	100,000	-	-	-
Subtotal	<u>156,981</u>	<u>400,000</u>	<u>200,000</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Fund Total	<u>\$ 184,084</u>	<u>\$ 422,341</u>	<u>\$ 211,521</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>

A Transfer from the Tourism Fund for repayment toward an interfund loan.

Yorktown Capital Improvements Fund
Capital Projects - Activity #78000

Budget Comments - FY2014

There are no new projects planned.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Capital	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -
Total Expenditures	\$ 5,000	\$ 33,298	\$ 3,700	\$ -	\$ 270,657	\$ -

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
YORKTOWN CAPITAL IMPROVEMENTS FUND						
Capital Projects						
78100 Wharf & waterfront areas	\$ -	\$ 750	\$ -	\$ -	\$ 22,393	\$ -
78150 Commercial area related project	-	31,006	3,700	-	15,000	-
78200 Utility undergrounding	-	-	-	-	199,337	-
78300 Streets, walkways & drainage	1,200	1,542	-	-	33,927	-
78525 Shoreline erosion	3,800	-	-	-	-	-
Activity Total	<u>\$ 5,000</u>	<u>\$ 33,298</u>	<u>\$ 3,700</u>	<u>\$ -</u>	<u>\$ 270,657</u>	<u>\$ -</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	5,000	33,298	3,700	-	270,657	-
	<u>\$ 5,000</u>	<u>\$ 33,298</u>	<u>\$ 3,700</u>	<u>\$ -</u>	<u>\$ 270,657</u>	<u>\$ -</u>
	-90.08%	565.96%	-88.89%	-100.00%	7215.05%	0.00%

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**COUNTY CAPITAL
FUND 79
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 13,993,914
Projected FY2013 Revenues		
Local	\$ 120,000	
State & Federal	500,000	
Other financing sources	<u>5,857,617</u>	
Total		\$ 6,477,617
Projected FY2013 Expenditures		<u>16,121,140</u>
Net Change		<u>(9,643,523)</u>
Projected Fund Balance 6/30/2013		\$ 4,350,391
Projected FY2014 Revenues		
Local	\$ 95,000	
Other financing sources	<u>337,284</u>	
Total		\$ 432,284
Projected FY2014 Expenditures		<u>4,194,700</u>
Net Change		<u>(3,762,416)</u>
Projected Fund Balance 6/30/2014		<u>\$ 587,975</u>

Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
COUNTY CAPITAL FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 77,329	\$ 79,413	\$ 54,785	\$ 75,000	\$ 75,000	\$ 50,000
Subtotal	<u>77,329</u>	<u>79,413</u>	<u>54,785</u>	<u>75,000</u>	<u>75,000</u>	<u>50,000</u>
30318	Miscellaneous					
3010 Prior year expenditure refund	400	-	308,436	-	-	-
8403 Wmsbg Com Hlth generators grant	50,000	-	-	-	-	-
8403-210 HRMMRS generator grant	127,050	-	-	-	-	-
8404-002 Wmsbg Com Hlth AED grant	50,000	-	-	-	-	-
9090 Miscellaneous local	540	320	150	-	-	-
Subtotal	<u>227,990</u>	<u>320</u>	<u>308,586</u>	<u>-</u>	<u>-</u>	<u>-</u>
30319	Recovered Costs					
0410 Williamsburg E911 expansion	45,000	45,000	45,000	45,000	45,000	45,000 A
7100 Williamsburg - one time capital E911	162,500	-	-	-	-	-
8170 HRPDC - Post Office web EOC	52,209	-	-	-	-	-
Subtotal	<u>259,709</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
30324	State Categorical Aid					
8000-001 Wireless fds York/Poquoson	-	200,000	-	-	-	-
8000-002 Wireless fds York/Williamsburg	627,000	-	-	-	-	-
8745-208-002 VDOT Rev Rt 199	-	-	43,653	-	-	-
9503-001 9-1-1 Pilot program grant	-	-	-	-	250,000	-
Subtotal	<u>627,000</u>	<u>200,000</u>	<u>43,653</u>	<u>-</u>	<u>250,000</u>	<u>-</u>
30326	Commonwealth Grants					
2264 Res Sqd Asst Fd/Medic	74,155	-	-	-	-	-
2268 Res Sqd Asst Fd/Lucas System	22,600	-	-	-	-	-
Subtotal	<u>96,755</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
30333	Federal Categorical Aid					
8080 FEMA exhaust removal system	97,520	-	-	-	-	-
8170-001 OEMS Computer grant	32,850	-	-	-	-	-
8403 DHS Generator grant	-	75,223	-	-	-	-
8500 2008 SHSP Hazmat Grant #5	-	200,000	-	-	-	-
8530 2010 F&R Boat Grant #576	-	-	230,016	-	-	-
8745/95-300 ARRA VDOT projects	-	86,748	1,294,388	-	-	-
9501 VDEM Radio System Integration grant	-	-	30,000	-	-	-
9502 VDEM DHS Interoperable grant	-	-	344,851	-	-	-
9503-001 9-1-1 Pilot program grant	-	-	-	-	250,000	-
Subtotal	<u>130,370</u>	<u>361,971</u>	<u>1,899,255</u>	<u>-</u>	<u>250,000</u>	<u>-</u>
30341	Non-Revenue Receipts					
1010 Insurance recoveries	179,115	-	2,565	-	-	-
1011 Prior year insurance recovery	-	-	750	-	-	-
Subtotal	<u>179,115</u>	<u>-</u>	<u>3,315</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1008 Tourism Fund	64,523	-	-	-	-	-
1010 General Fund	1,366,760	1,493,442	795,851	146,230	146,230	292,284 B
1011 Carryover Fund	-	-	-	-	5,686,387	-
1011-209-002 Carryover Fund-FY2010 CIP	500,000	-	-	-	-	-
1011-209-004 Carryover Fund-Sheriff evidence room	107,000	-	-	-	-	-
1016 School Operating Fund-Video Services	22,635	-	55,000	25,000	25,000	45,000 C
1080 County Debt Service Fund-debt proceeds	5,866	-	-	-	-	-
1081 School Bond Fund	-	-	131,513	-	-	-
Subtotal	<u>2,066,784</u>	<u>1,493,442</u>	<u>982,364</u>	<u>171,230</u>	<u>5,857,617</u>	<u>337,284</u>
Fund Total	<u>\$ 3,665,052</u>	<u>\$ 2,180,146</u>	<u>\$ 3,336,958</u>	<u>\$ 291,230</u>	<u>\$ 6,477,617</u>	<u>\$ 432,284</u>

A Reimbursement from the City of Williamsburg for the capital costs incurred as a result of the E911 merger.

B Transfer from the General Fund to support pay-go projects.

C Transfer from the School Division to support the replacement of video services studio equipment.

**County Capital Fund
Capital Projects**

Budget Comments - FY2014

Funding is provided for the following: transportation improvements (\$400,000); funding for the design of and to purchase land for the relocation of the Grafton fire station (\$1,100,000); replacement of biomedical equipment (\$145,500) and 3 medic units (\$780,000); replacement of video services studio equipment (\$90,000), with 50% paid by the School Division; replacement of the playground at Charles Brown Park (\$75,000); telephone system upgrade (\$59,700); tennis/basketball court repair (\$39,600); roof repair and replacement (\$499,000); HVAC replacement (\$189,500); parking lot repair (\$161,000); building maintenance and repairs (\$425,400); major grounds repair and maintenance (\$90,000); grounds maintenance machinery and equipment replacement (\$80,000); and emergency generator replacement (\$60,000).

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Capital	\$ 4,617,532	\$ 6,810,405	\$ 3,164,626	\$ 2,310,225	\$ 16,121,140	\$ 4,194,700
Total Expenditures	\$ 4,617,532	\$ 6,810,405	\$ 3,164,626	\$ 2,310,225	\$ 16,121,140	\$ 4,194,700

Expenditures	FY2010 Actual <u>Expenditures</u>	FY2011 Actual <u>Expenditures</u>	FY2012 Actual <u>Expenditures</u>	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
COUNTY CAPITAL FUND						
Capital Projects						
50000 Environmental enhancements	\$ -	\$ -	\$ -	\$ -	\$ 588,000	\$ -
51000 Transportation improvements	23,968	27,757	8,603	400,000	1,539,943	400,000
Stormwater Shared Rd (90910-9226)	-	-	-	(200,000)	-	(200,000)
Rt 17 undrgrd util debt svc (90910-9280)	-	-	-	(200,000)	-	-
52000 VDOT projects	500	1,844	118,850	-	1,605,578	-
52000 Rt 17 underground utilities	-	-	-	-	6,600,000	-
53000 ARRA VDOT projects	-	1,384,000	-	-	-	-
78000 Misc capital projects	129,168	59,294	3,718	-	264,452	-
78300 Grafton Fire Station replacement	2,500	-	-	-	557,500	1,100,000
78400 Public Safety equipment	867,657	632,602	343,033	145,500	718,685	925,500
78421 EMS transport recovery prgm	144,677	3,329	-	-	20,705	-
78427 Satellite fire station additions	168,277	1,828,952	100,944	-	8,165	-
78430 911 Center expansion	1,475,334	137,455	1,060,130	-	258,720	-
78490 HRMMRS communications equip	-	-	-	-	46,887	-
78491 Sheriff mobile data terminals	-	100,123	238	-	122,521	-
78495 Communications system	29,000	18,500	397,091	-	697,192	-
78500 Financial software upgrade	-	-	-	-	100,000	-
78521 Post Office power project	207,852	25,758	-	-	-	-
78721 Waste management entrance	119,025	394,059	185,520	-	279,857	-
78800 Video services equipment	45,269	-	108,347	50,000	113,500	90,000
78810 Recreation facilities	-	-	-	-	-	75,000
78811 York County Sports Complex	111,990	179,257	-	-	-	-
78821 P&R facility improvements	90,427	-	12,513	-	13,399	-
90912 County equipment & maintenance	29,888	220,962	625,639	1,418,725	2,386,036	1,604,200
Subtotal	<u>3,445,532</u>	<u>5,013,892</u>	<u>2,964,626</u>	<u>1,614,225</u>	<u>15,921,140</u>	<u>3,994,700</u>
Transfers to Other Funds						
90910-9210 General Fund	-	300,000	-	-	-	-
90910-9226 Stormwater Fund - Shared Rd	-	165,000	200,000	200,000	200,000	200,000
90910-9226-001 Stormwater Fund	-	1,200,000	-	-	-	-
90910-9280 County Debt Svc Fund	-	-	-	496,000	-	-
90970 School Capital Fund	1,172,000	131,513	-	-	-	-
Subtotal	<u>1,172,000</u>	<u>1,796,513</u>	<u>200,000</u>	<u>696,000</u>	<u>200,000</u>	<u>200,000</u>
Activity Total	\$ <u>4,617,532</u>	\$ <u>6,810,405</u>	\$ <u>3,164,626</u>	\$ <u>2,310,225</u>	\$ <u>16,121,140</u>	\$ <u>4,194,700</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>4,617,532</u>	<u>6,810,405</u>	<u>3,164,626</u>	<u>2,310,225</u>	<u>16,121,140</u>	<u>4,194,700</u>
	-49.29%	47.49%	-53.53%	-27.00%	409.42%	81.57%

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**WORKERS' COMPENSATION
FUND 6
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 2,000,173
Projected FY2013 Revenues		
Local	\$ 10,000	
Other financing sources	<u>254,800</u>	
Total		\$ 264,800
Projected FY2013 Expenditures		<u>453,088</u>
Net Change		<u>(188,288)</u>
Projected Fund Balance 6/30/2013		\$ 1,811,885
Projected FY2014 Revenues		
Local	\$ 6,800	
Other financing sources	<u>254,800</u>	
Total		\$ 261,600
Projected FY2014 Expenditures		<u>254,800</u>
Net Change		<u>6,800</u>
Projected Fund Balance 6/30/2014		<u>\$ 1,818,685</u>

**WORKERS' COMPENSATION
FUND 6**

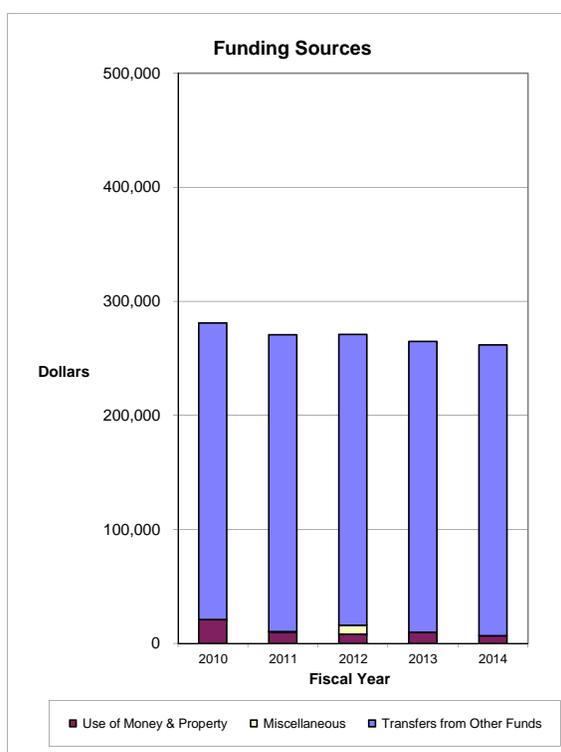
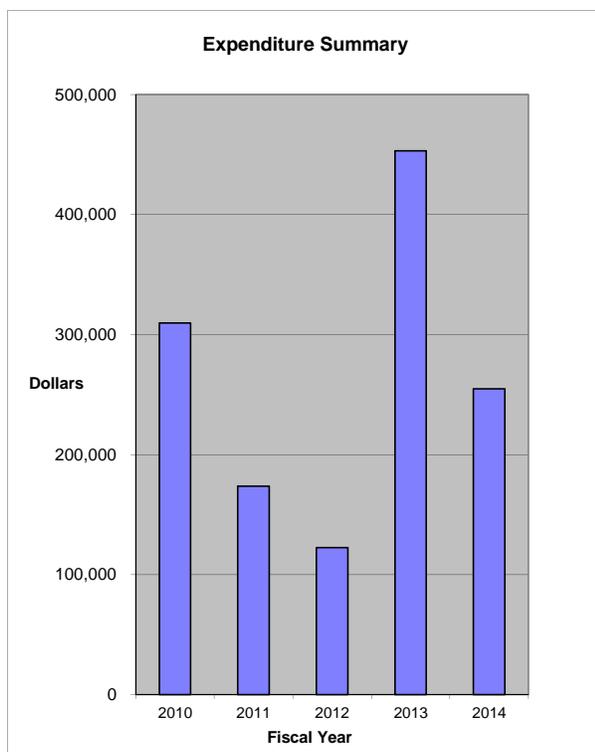
This fund accounts for the revenues and expenditures relating to the workers' compensation policy of the County. This is accomplished through the division below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 21,059	\$ 9,736	\$ 8,183	\$ 10,000	\$ 10,000	\$ 6,800	2.60%
Miscellaneous	-	805	7,944	-	-	-	0.00%
Transfers from Other Funds	260,000	260,000	254,800	254,800	254,800	254,800	97.40%
Total Funding Sources	\$ 281,059	\$ 270,541	\$ 270,927	\$ 264,800	\$ 264,800	\$ 261,600	100.00%

							%Change Original 2013/ Adopted 2014
Expenditure by Activity							
Workers' Compensation	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800	0.00%
Total Expenditures	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800	0.00%

Expenditure by Category							
Operating	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800	0.00%
Total Expenditures	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800	0.00%

Key Service Indicators						
Workers compensation claims	111	105	109	115	115	110



Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
WORKERS' COMPENSATION FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 21,059	\$ 9,736	\$ 8,183	\$ 10,000	\$ 10,000	\$ 6,800
Subtotal	<u>21,059</u>	<u>9,736</u>	<u>8,183</u>	<u>10,000</u>	<u>10,000</u>	<u>6,800</u>
30318	Miscellaneous					
3010 Prior year expenditure refund	-	805	7,944	-	-	-
Subtotal	<u>-</u>	<u>805</u>	<u>7,944</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1010 General Fund	221,000	221,000	216,580	216,580	216,580	216,580 A
1012 Vehicle Maintenance Fund	4,810	4,810	4,715	4,715	4,715	4,715 B
1021 Solid Waste Fund	6,760	6,760	6,630	6,630	6,630	6,630 C
1024 Water Utility Fund	1,547	-	-	-	-	-
1025 Sewer Utility Fund	24,323	25,870	25,350	25,350	25,350	25,350 C
1051 Children & Family Svcs Fund	1,560	1,560	1,525	1,525	1,525	1,525 D
Subtotal	<u>\$ 260,000</u>	<u>\$ 260,000</u>	<u>\$ 254,800</u>	<u>\$ 254,800</u>	<u>\$ 254,800</u>	<u>\$ 254,800</u>
Fund Total	<u>\$ 281,059</u>	<u>\$ 270,541</u>	<u>\$ 270,927</u>	<u>\$ 264,800</u>	<u>\$ 264,800</u>	<u>\$ 261,600</u>

- A Transfers from the General Fund divisions for their portion of the Worker's Compensation premium.
- B Transfers from the Internal Service Fund divisions for their portion of the Worker's Compensation premium.
- C Transfer from the Enterprise Funds for their portion of the Worker's Compensation premium.
- D Transfer from the Special Revenue Fund for their portion of the Worker's Compensation premium.

Workers' Compensation Fund
Administration Costs & Claims - Activities #10001 and 20002

Budget Comments - FY2014

There are no significant changes programmed.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expenditure By Category</u>						
Operating	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800
Total Expenditures	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800

Expenditures	FY2010 Actual Expenditures	FY2011 Actual Expenditures	FY2012 Actual Expenditures	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
WORKERS' COMPENSATION FUND						
Administration Costs & Claims						
10001-5360 Administration fees	\$ 61,642	\$ 62,667	\$ 53,830	\$ 60,985	\$ 60,985	\$ 62,510
Subtotal	<u>61,642</u>	<u>62,667</u>	<u>53,830</u>	<u>60,985</u>	<u>60,985</u>	<u>62,510</u>
Claims						
20002-5360 Claims	-	-	-	193,815	193,815	192,290
20002-5360-207 VML pay claims	-	-	-	-	120,707	-
20002-5360-208 VACO claims	-	-	-	-	9,745	-
20002-5360-209 VACO claims	-	-	-	-	6,965	-
20002-5360-210 VACO claims	-	-	-	-	23,430	-
20002-5360-211 VACO claims	-	-	-	-	13,495	-
20002-5360-212 VACO claims	-	-	-	-	23,946	-
10123 Video Services medical	-	462	58	-	-	-
10131 Registrar medical	3,769	-	-	-	-	-
12156 Vehicle Maintenance medical	396	71	-	-	-	-
21421 Landfill medical	979	-	-	-	-	-
21424 EDS- Recycling medical	-	3,672	-	-	-	-
21425 EDS- Composting medical	-	166	-	-	-	-
24446 Water Utility medical	378	-	-	-	-	-
25446 Sewer Utility medical	755	9,238	2,386	-	-	-
30311 Sheriff Administration medical	110,690	10,794	3,539	-	-	-
30312 Law Enforcement medical	28,106	6,097	10,711	-	-	-
30313 Investigations medical	1,541	4,351	4,804	-	-	-
30314 Civil Ops/Court security	178	958	385	-	-	-
30321 Fire & Rescue medical	35,407	37,065	14,963	-	-	-
30322 Tech Svcs & Special ops medical	-	252	-	-	-	-
30323 Prev & Comm safety medical	-	224	-	-	-	-
30355 Emergency Management	86	-	-	-	-	-
30356 Emerg Comm/911 medical	2,492	-	161	-	-	-
40446 Stormwater Maint medical	3,057	2,157	289	-	-	-
40816 Development & Compl medical	-	2,839	1,706	-	-	-
50121 Computer Support medical	164	-	-	-	-	-
50122 Human Resources medical	-	166	-	-	-	-
50125 Fiscal Acct Services medical	-	120	-	-	-	-
50126 Comm of Revenue medical	-	-	1,026	-	-	-
50128 Real Estate Assessment medical	-	1,541	166	-	-	-
60731 Library medical	-	-	262	-	-	-
70431 General Services Admin medical	13,904	14,180	17,043	-	-	-
70434 Grounds Maint medical	388	1,745	3,227	-	-	-
81677 Childrens Svcs medical	22	230	3,577	-	-	-
81712 Parks & Recreation medical	29,379	3,920	1,281	-	-	-
90253 Crossroads medical	-	1,263	3,060	-	-	-
90971 USDA Food Svc program	16,243	9,307	75	-	-	-
Subtotal	<u>247,934</u>	<u>110,818</u>	<u>68,719</u>	<u>193,815</u>	<u>392,103</u>	<u>192,290</u>
Activity Total	\$ 309,576	\$ 173,485	\$ 122,549	\$ 254,800	\$ 453,088	\$ 254,800
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	309,576	173,485	122,549	254,800	453,088	254,800
	<u>\$ 309,576</u>	<u>\$ 173,485</u>	<u>\$ 122,549</u>	<u>\$ 254,800</u>	<u>\$ 453,088</u>	<u>\$ 254,800</u>
	68.60%	-43.96%	-29.36%	107.92%	269.72%	0.00%

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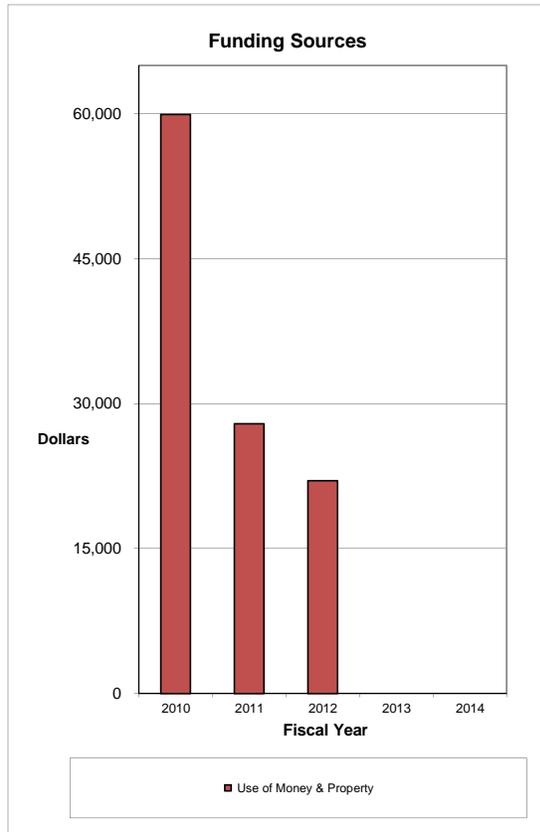
**REVENUE STABILIZATION RESERVE
FUND 9
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 5,488,023
Projected FY2013 Revenues	\$ -	
Projected FY2013 Expenditures	<u>-</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ 5,488,023
Projected FY2014 Revenues	\$ -	
Projected FY2014 Expenditures	<u>-</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u>\$ 5,488,023</u>

**REVENUE STABILIZATION RESERVE
FUND 9**

This fund accounts for local funds equal to the excess of Federal Impact Aid receipts returned by the School Division at the close of any fiscal year. When applicable, expenditures reflect funds transferred to the School Division for school capital projects, which are typically repaid with future receipts.

	FY2010 Actual <u>Amount</u>	FY2011 Actual <u>Amount</u>	FY2012 Actual <u>Amount</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>	% of Total FY2014 Funding <u>Sources</u>
<u>Funding Sources</u>							
Use of Money & Property	\$ 59,917	\$ 27,910	\$ 22,029	\$ -	\$ -	\$ -	0.00%
Total Funding Sources	<u>\$ 59,917</u>	<u>\$ 27,910</u>	<u>\$ 22,029</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0.00%</u>
							%Change
<u>Expense by Activity</u>							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0.00%
<u>Expense by Category</u>							
None	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0.00%



Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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REVENUE STABILIZATION RESERVE FUND

30315	Use of Money & Property					
1010	Interest on deposits	\$ 59,917	\$ 27,910	\$ 22,029	\$ -	\$ -
	Subtotal	<u>59,917</u>	<u>27,910</u>	<u>22,029</u>	<u>-</u>	<u>-</u>
	Fund Total	<u>\$ 59,917</u>	<u>\$ 27,910</u>	<u>\$ 22,029</u>	<u>\$ -</u>	<u>\$ -</u>

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**VEHICLE MAINTENANCE
FUND 12
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 2,591,405
Projected FY2013 Revenues		
Local	\$ 4,569,742	
Other financing sources	<u>56,000</u>	
Total	\$ 4,625,742	
Projected FY2013 Expenses	<u>4,911,379</u>	
Net Change		<u>(285,637)</u>
Projected Fund Balance 6/30/2013		\$ 2,305,768
Projected FY2014 Revenues		
Local	\$ 4,758,802	
Other financing sources	<u>65,000</u>	
Total	\$ 4,823,802	
Projected FY2014 Expenses	<u>4,960,686</u>	
Net Change		<u>(136,884)</u>
Projected Fund Balance 6/30/2014		<u><u>\$ 2,168,884</u></u>

**VEHICLE MAINTENANCE
FUND 12**

This fund accounts for the revenue and expenses of vehicle maintenance. This is accomplished through the divisions below. Individual division details follow this summary page.

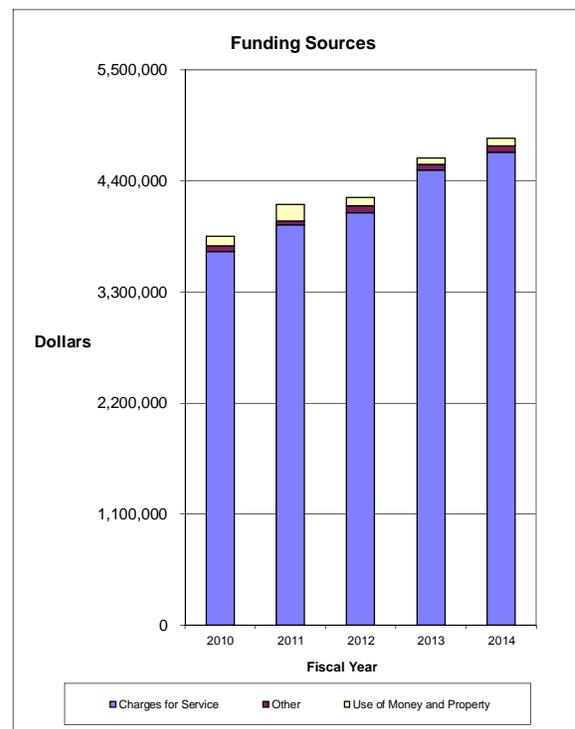
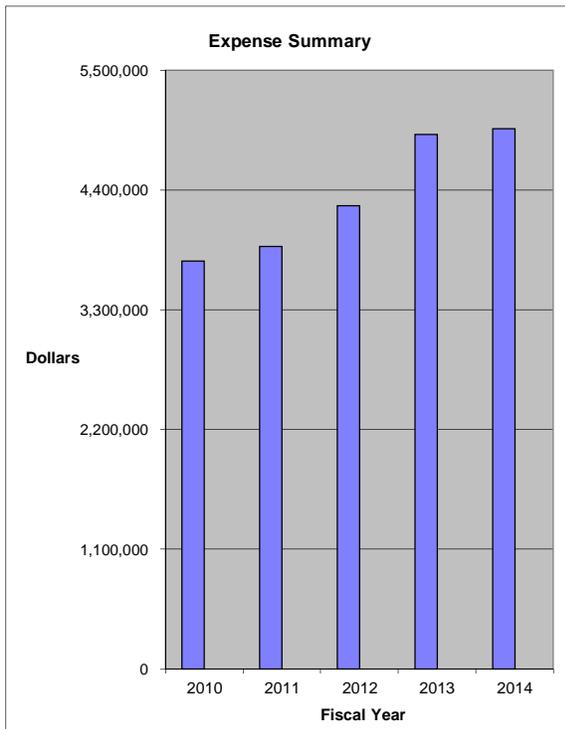
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 96,808	\$ 166,828	\$ 85,282	\$ 62,000	\$ 62,000	\$ 78,000	1.62%
Charges for Services	3,699,151	3,966,729	4,082,036	4,507,742	4,507,742	4,680,802	97.03%
Miscellaneous	2,139	1,443	3,354	-	-	-	0.00%
State Aid & Grants	-	-	5,555	-	-	-	0.00%
Federal Aid & Grants	-	-	26,039	-	-	-	0.00%
Recovered Costs	1,322	-	-	-	-	-	0.00%
Non-Revenue Receipts	51,016	34,033	67,748	56,000	56,000	65,000	1.35%
Total Funding Sources	\$ 3,850,436	\$ 4,169,033	\$ 4,270,014	\$ 4,625,742	\$ 4,625,742	\$ 4,823,802	100.00%

							%Change Original 2013/ Adopted 2014
Expense By Activity							
Vehicle & Equipment Maintenance	\$ 1,398,318	\$ 1,267,273	\$ 1,347,371	\$ 1,427,577	\$ 1,469,096	\$ 1,458,344	2.16%
Fleet Support Services	2,346,352	2,611,683	2,908,093	3,234,059	3,442,283	3,502,342	8.30%
Total Expenses	\$ 3,744,670	\$ 3,878,956	\$ 4,255,464	\$ 4,661,636	\$ 4,911,379	\$ 4,960,686	6.42%

Expense By Category							
Personnel	\$ 800,431	\$ 773,386	\$ 808,135	\$ 846,441	\$ 846,441	\$ 872,143	3.04%
Operating	2,155,448	2,441,800	2,888,279	3,222,945	3,233,398	3,507,743	8.84%
Capital	788,791	663,770	559,050	592,250	831,540	580,800	-1.93%
Total Expenses	\$ 3,744,670	\$ 3,878,956	\$ 4,255,464	\$ 4,661,636	\$ 4,911,379	\$ 4,960,686	6.42%

Funded FTEs						
Management	1.00	1.00	0.60	0.60	0.60	0.60
Admin/Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Trades & Crafts	10.00	10.00	10.00	10.00	10.00	10.00
Total Funded FTEs	12.00	12.00	11.60	11.60	11.60	11.60

Key Service Indicators						
Number of work orders	3,336	3,180	2,951	3,390	3,390	3,390
Miles driven	2,953,261	2,900,000	3,137,000	2,800,000	2,800,000	3,140,000
Licensed motor vehicles	311	315	315	312	312	309



Revenues		FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	
VEHICLE MAINTENANCE FUND								
30315	Use of Money & Property							
	1010 Interest on deposits	\$ 24,208	\$ 11,901	\$ 10,666	\$ 12,000	\$ 12,000	\$ 8,000	
	2060 Sale of equipment/tools	<u>72,600</u>	<u>154,927</u>	<u>74,616</u>	<u>50,000</u>	<u>50,000</u>	<u>70,000</u>	A
	Subtotal	<u>96,808</u>	<u>166,828</u>	<u>85,282</u>	<u>62,000</u>	<u>62,000</u>	<u>78,000</u>	
30316	Charges for Services							
	2020 Use of vehicles	890,637	856,362	773,775	800,000	800,000	625,000	B
	2021 Insurance reimbursements	175,316	175,024	173,675	179,242	179,242	174,302	B
	2120 Direct repair charges	623,035	592,144	552,698	590,000	590,000	575,000	B
	2122 Maintenance services	563,603	575,342	580,190	575,000	575,000	650,000	B
	2220 Direct gas charges	726,723	808,036	860,371	1,067,500	1,067,500	1,212,750	B
	2220-002 Direct gas charges-School	616,440	836,004	972,158	1,080,000	1,080,000	1,193,500	B
	2220-003 Direct gas charges-CBH	74,436	89,155	94,684	126,000	126,000	134,750	B
	2220-004 Direct gas charges-Reg Jail	28,961	34,662	34,148	54,000	54,000	57,750	B
	2220-005 Direct gas charges-HTSC	-	-	40,337	36,000	36,000	57,750	B
	Subtotal	<u>3,699,151</u>	<u>3,966,729</u>	<u>4,082,036</u>	<u>4,507,742</u>	<u>4,507,742</u>	<u>4,680,802</u>	
30318	Miscellaneous							
	3010 Miscellaneous	742	-	537	-	-	-	
	8000 Warranty repairs	-	-	936	-	-	-	
	9099 Local recycling	<u>1,397</u>	<u>1,443</u>	<u>1,881</u>	-	-	-	
	Subtotal	<u>2,139</u>	<u>1,443</u>	<u>3,354</u>	-	-	-	
30319	Recovered Costs							
	9900 Recovered cost miscellaneous	<u>1,322</u>	-	-	-	-	-	
	Subtotal	<u>1,322</u>	-	-	-	-	-	
30324	Comm Categorical Aid							
	8908-212 Hurricane Irene	-	-	5,555	-	-	-	
	Subtotal	-	-	<u>5,555</u>	-	-	-	
30333	Fed Categorical Aid							
	8908-212 Hurricane Irene	-	-	26,039	-	-	-	
	Subtotal	-	-	<u>26,039</u>	-	-	-	
30341	Non-Revenue Receipts							
	1010 Insurance recovery	49,821	34,033	59,783	56,000	56,000	65,000	C
	1010-002 Ins recovery-2009 Noreaster	433	-	-	-	-	-	
	1011 Insurance recovery/repairs	762	-	-	-	-	-	
	8908-212 Hurricane Irene	-	-	7,965	-	-	-	
	Subtotal	<u>\$ 51,016</u>	<u>\$ 34,033</u>	<u>\$ 67,748</u>	<u>\$ 56,000</u>	<u>\$ 56,000</u>	<u>\$ 65,000</u>	
	Fund Total	<u>\$ 3,850,436</u>	<u>\$ 4,169,033</u>	<u>\$ 4,270,014</u>	<u>\$ 4,625,742</u>	<u>\$ 4,625,742</u>	<u>\$ 4,823,802</u>	

- A Revenue from the sale of vehicles and equipment.
B Revenue received from County customers and partnership agencies for the use of vehicles, insurance, repairs, maintenance and gas.
C Revenue received through insurance recovery for damaged or wrecked vehicles.

Vehicle Maintenance Fund
Vehicle & Equipment Maintenance - Activity #12156

Mission

Provide efficient, operationally responsive, cost-effective delivery of quality vehicle and equipment maintenance and fleet support services to County customers and partnership agencies.

Goals

- Improve availability of overall customer satisfaction reporting via online surveys.
- Monitor reporting of performance measures to include green goals.
- Maintain Blue Seal of Excellence from Institute for Automotive Service Excellence (ASE).

Implementation Strategies

- Monitor/maintain/improve customer satisfaction reporting - using recently implemented online surveys through County Administration the online surveys will replace focus groups. Annual and quarterly customer service reports will be forwarded to the County Administrator as required by current policy.
- Monitor/maintain/improve reporting of performance measures - reporting of down time, parts room efficiencies and overall fleet fuel efficiencies, miles per gallon and average gallons used.
- Monitor/maintain/improve technician credentials - continue training and ASE testing to support attaining the Blue Seal of Excellence from the Institute for Automotive Service Excellence.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. An increase in operating is programmed for maintenance service contracts. Capital funding has been provided for the replacement of a vehicle lift and the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 675,886	\$ 646,735	\$ 707,328	\$ 746,199	\$ 746,199	\$ 765,328
Operating	611,367	593,500	572,640	667,078	677,558	677,216
Capital	<u>111,065</u>	<u>27,038</u>	<u>67,403</u>	<u>14,300</u>	<u>45,339</u>	<u>15,800</u>
Total Expenses	<u>\$ 1,398,318</u>	<u>\$ 1,267,273</u>	<u>\$ 1,347,371</u>	<u>\$ 1,427,577</u>	<u>\$ 1,469,096</u>	<u>\$ 1,458,344</u>
<u>Funded FTEs</u>						
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Trades & Crafts	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
Total Funded FTEs	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>	<u>10.50</u>

Expenditures	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
VEHICLE MAINTENANCE FUND						
12156	Vehicle & Equipment Maintenance					
Personnel Services						
1515 Prof & Tech salaries	\$ -	\$ -	\$ 43,778	\$ 75,405	\$ 75,405	\$ 75,628
1516 Administrative & clerical salaries	19,534	19,574	19,574	20,553	20,553	22,740
1518 Trades & crafts	460,652	432,693	421,211	414,839	414,839	422,922
1533 As required-trades/crafts	7,612	473	-	-	-	-
1595 Overtime	8,551	6,552	14,321	10,000	10,000	10,000
1596 Holiday Worked	215	360	74	250	250	250
1599 Other pay	8,560	8,560	6,760	10,000	10,000	10,000
1599-002 Service awards-Vteam	-	75	120	-	-	-
1999-999-999-999 Charge out wages-grants	-	(75)	(120)	-	-	-
2100 FICA	36,863	33,718	36,289	40,625	40,625	41,428
2100-002 FICS- Service awards Vteam	-	6	8	-	-	-
2200 VRS	62,900	63,375	68,200	60,632	60,632	61,877
2300 Health care	68,168	80,173	95,768	107,152	107,152	114,280
2400 Group life insurance	2,831	1,257	1,353	6,743	6,743	6,203
2999-999-999-999 Charge out fringes-grants	-	(6)	(8)	-	-	-
Subtotal	<u>675,886</u>	<u>646,735</u>	<u>707,328</u>	<u>746,199</u>	<u>746,199</u>	<u>765,328</u>
Contractual Services						
3110 Payment for medical services	383	515	278	560	560	560
3310 Repairs & maintenance	77,284	84,605	68,298	80,000	70,000	80,000
3310-110 GS-mowers	2,760	482	1,469	2,500	2,500	2,500
3310-120 GS-tractors	3,598	-	-	2,500	2,500	-
3310-130 GS-construction equipment	2,654	10,208	1,260	5,000	5,000	3,500
3310-220 FLS-fire apparatus	64,616	55,835	40,383	60,000	60,000	65,000
3320 Maintenance service contracts	140	10,928	20,447	18,500	32,802	33,000
3330 Waste management supt service	585	659	724	750	750	750
3500 Printing & binding	235	-	-	-	-	-
3911 Towing services	8,795	8,699	6,362	9,000	9,000	9,000
3930 Uniforms & wearing apparel	4,382	4,437	3,888	4,800	4,800	4,500
Subtotal	<u>165,432</u>	<u>176,368</u>	<u>143,109</u>	<u>183,610</u>	<u>187,912</u>	<u>198,810</u>
Internal Services						
4210 Vehicle maintenance	9,267	14,664	20,545	47,030	47,030	37,831
4300 Central store	6	123	-	50	50	50
Subtotal	<u>9,273</u>	<u>14,787</u>	<u>20,545</u>	<u>47,080</u>	<u>47,080</u>	<u>37,881</u>
Other Charges						
5110 Electrical services	9,166	8,926	9,520	10,000	10,000	10,000
5120 Heating services	6,665	7,666	4,459	8,400	8,400	7,400
5130 Water & sewer	1,307	1,002	1,218	1,500	1,500	1,500
5210 Postal/messenger service	422	565	276	500	500	500
5230 Telecommunications	2,307	1,952	2,625	2,300	3,800	3,200
5310 Property insurance	1,772	1,667	1,579	1,848	1,921	2,135
5360 Workers' compensation premiums	4,680	4,680	4,590	4,590	4,590	4,590
5510 Personnel development	6,689	6,053	7,303	5,000	5,000	5,000
5520 Employee recognition program	211	200	41	-	-	-
5810 Dues & memberships	385	385	1,360	1,000	1,000	1,100
Subtotal	<u>33,604</u>	<u>33,096</u>	<u>32,971</u>	<u>35,138</u>	<u>36,711</u>	<u>35,425</u>
Materials & Supplies						
6010 Office supplies	2,182	1,767	1,195	1,550	1,550	1,500
6040 Medical/laboratory supplies	43	96	44	200	200	100
6070 Repair & maintenance supplies	223	435	1,795	500	500	500
6090 Vehicle powered equip supplies	214,354	203,118	220,949	224,000	224,000	224,000
6090-110 GS-mower	37,772	36,727	33,168	40,000	40,000	40,000
6090-120 GS-tractors	6,934	2,146	1,037	3,500	3,500	2,500
6090-130 GS-const equipment	4,053	5,989	7,466	6,000	6,000	7,000
6090-220 FLS- fire apparatus	72,073	64,804	65,671	70,000	70,000	75,000
6091 Accident repairs	48,312	41,612	22,759	42,000	48,178	22,000
6092 Materials/supplies insurance recovery	-	-	-	-	-	20,000
6110 Uniforms & wearing apparel	2,244	2,446	2,307	2,500	2,500	2,500
6120 Books & subscriptions	3,724	2,530	2,731	2,500	2,500	2,500
6140 Other operating supplies	2,200	1,805	1,266	2,000	2,000	2,000
6170 Computer mat/supplies	728	55	60	500	500	500
6171 Small equipment items	8,189	3,650	4,092	6,000	3,927	5,000
6172 Minor furnishings	27	2,069	2,162	-	500	-
Subtotal	<u>403,058</u>	<u>369,249</u>	<u>366,702</u>	<u>401,250</u>	<u>405,855</u>	<u>405,100</u>
Capital Outlay						
8090-320 Veh/power equip-FLS	29,004	-	-	-	-	-
8110 Machinery/equipment	79,465	9,675	5,953	14,300	10,000	14,300
8120 Furniture/fixtures	-	-	4,271	-	-	-
8150 Vehicles	2,596	-	-	-	-	-
8170 Data processing equipment	-	-	57,179	-	35,339	1,500
8180 Buildings & grounds	-	17,363	-	-	-	-
Subtotal	<u>111,065</u>	<u>27,038</u>	<u>67,403</u>	<u>14,300</u>	<u>45,339</u>	<u>15,800</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	130	-	-	-
8908-212-001 Hurricane Irene insurance	-	-	9,183	-	-	-
Subtotal	-	-	9,313	-	-	-
Activity Total	<u>\$ 1,398,318</u>	<u>\$ 1,267,273</u>	<u>\$ 1,347,371</u>	<u>\$ 1,427,577</u>	<u>\$ 1,469,096</u>	<u>\$ 1,458,344</u>
Personnel	\$ 675,886	\$ 646,735	\$ 707,328	\$ 746,199	\$ 746,199	\$ 765,328
Non-personnel	<u>722,432</u>	<u>620,538</u>	<u>640,043</u>	<u>681,378</u>	<u>722,897</u>	<u>693,016</u>
	<u>\$ 1,398,318</u>	<u>\$ 1,267,273</u>	<u>\$ 1,347,371</u>	<u>\$ 1,427,577</u>	<u>\$ 1,469,096</u>	<u>\$ 1,458,344</u>
	-6.77%	-9.37%	6.32%	5.95%	9.03%	2.16%

**Vehicle Maintenance Fund
Fleet Support Services - Activity #12157**

Mission

Provide efficient, operationally responsive, cost-effective delivery of quality vehicle and equipment maintenance and fleet support services to County customers and partnership agencies.

Goals

- Improve availability of overall customer satisfaction reporting via online surveys.
- Monitor reporting of performance measures to include green goals.
- Maintain Blue Seal of Excellence from Institute for Automotive Service Excellence (ASE).

Implementation Strategies

- Monitor/maintain/improve customer satisfaction reporting - using recently implemented online surveys through County Administration the online surveys will replace focus groups. Annual and quarterly customer service reports will be forwarded to the County Administrator as required by current policy.
- Monitor/maintain/improve reporting of performance measures - reporting of down time, parts room efficiencies and overall fleet fuel efficiencies, miles per gallon and average gallons used.
- Monitor/maintain/improve technician credentials - continue training and ASE testing to support attaining the Blue Seal of Excellence from the Institute for Automotive Service Excellence.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Operating increases are programmed for maintenance service contracts and fuel. Capital funding has been provided for vehicles.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 124,545	\$ 126,651	\$ 100,807	\$ 100,242	\$ 100,242	\$ 106,815
Operating	1,544,081	1,848,300	2,315,639	2,555,867	2,555,840	2,830,527
Capital	<u>677,726</u>	<u>636,732</u>	<u>491,647</u>	<u>577,950</u>	<u>786,201</u>	<u>565,000</u>
Total Expenses	<u>\$ 2,346,352</u>	<u>\$ 2,611,683</u>	<u>\$ 2,908,093</u>	<u>\$ 3,234,059</u>	<u>\$ 3,442,283</u>	<u>\$ 3,502,342</u>
<u>Funded FTEs</u>						
Management	1.00	1.00	0.60	0.60	0.60	0.60
Admin/Clerical	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Total Funded FTEs	<u>1.50</u>	<u>1.50</u>	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>

Expenditures	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
VEHICLE MAINTENANCE FUND						
12157	Fleet Support Services					
Personnel Services						
1513 Middle management	\$ 80,438	\$ 81,599	\$ 57,308	\$ 53,718	\$ 53,718	\$ 54,796
1516 Administrative & clerical salaries	19,534	19,574	19,574	20,553	20,553	22,740
1595 Overtime	117	111	271	-	-	-
1599-002 Service awards-V-team	-	30	-	-	-	-
1999-999-999-999 Charge out wages-grants	-	(30)	-	-	-	-
2100 FICA	7,676	7,705	5,758	5,682	5,682	5,933
2100-002 FICA-service awards V-team	-	2	-	-	-	-
2200 VRS	13,437	14,301	10,783	8,816	8,816	9,203
2300 Health care	2,751	3,078	6,899	10,493	10,493	13,220
2400 Group life insurance	592	283	214	980	980	923
2999-999-999-999 Charge out fringes- grants	-	(2)	-	-	-	-
Subtotal	<u>124,545</u>	<u>126,651</u>	<u>100,807</u>	<u>100,242</u>	<u>100,242</u>	<u>106,815</u>
Contractual Services						
3132 Data processing fees	5,027	5,178	5,333	5,500	5,500	-
3310 Repairs & maintenance	2,185	-	4,869	15,000	15,000	5,000
3320 Maintenance service contracts	11,641	14,421	29,835	25,100	25,100	60,100
3920 Misc contractual services	-	-	1,699	-	-	-
Subtotal	<u>18,853</u>	<u>19,599</u>	<u>41,736</u>	<u>45,600</u>	<u>45,600</u>	<u>65,100</u>
Internal Services						
4300 Central store	-	2	-	-	-	-
Subtotal	<u>-</u>	<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Charges						
5210 Postal/messenger service	70	9	7	50	50	50
5320 Vehicle insurance	175,939	184,973	175,727	179,242	179,242	174,302
5360 Workers' comp premiums	130	130	125	125	125	125
5510 Personnel development	1,443	-	236	1,500	1,500	1,500
5520 Employee recognition program	-	-	449	-	-	-
5810 Dues & memberships	475	921	481	1,100	1,100	1,100
5828 Permits & licenses	185	165	241	-	100	200
Subtotal	<u>178,242</u>	<u>186,198</u>	<u>177,266</u>	<u>182,017</u>	<u>182,117</u>	<u>177,277</u>
Materials & Supplies						
6080 Fuel	1,345,784	1,642,086	2,096,200	2,327,500	2,327,500	2,587,500
6120 Books & subscriptions	1,040	165	98	500	500	400
6170 Computer mat/supplies	162	250	-	250	123	250
6171 Small equipment	-	-	339	-	-	-
Subtotal	<u>1,346,986</u>	<u>1,642,501</u>	<u>2,096,637</u>	<u>2,328,250</u>	<u>2,328,123</u>	<u>2,588,150</u>
Capital Outlay						
8110 Machinery & equipment	-	-	34,960	-	-	-
8110-001 Generators	-	-	-	-	36,451	-
8140 Gasboy	38,484	3,920	-	-	-	-
8150 Vehicles	616,168	592,246	409,796	520,000	691,673	520,000
8155 Vehicle insurance replacement	23,074	37,228	46,891	56,000	56,000	45,000
8170 Data processing equipment	-	3,338	-	1,950	2,077	-
Subtotal	<u>677,726</u>	<u>636,732</u>	<u>491,647</u>	<u>577,950</u>	<u>786,201</u>	<u>565,000</u>
Activity Total	<u>\$ 2,346,352</u>	<u>\$ 2,611,683</u>	<u>\$ 2,908,093</u>	<u>\$ 3,234,059</u>	<u>\$ 3,442,283</u>	<u>\$ 3,502,342</u>
Personnel	\$ 124,545	\$ 126,651	\$ 100,807	\$ 100,242	\$ 100,242	\$ 106,815
Non-personnel	<u>2,221,807</u>	<u>2,485,032</u>	<u>2,807,286</u>	<u>3,133,817</u>	<u>3,342,041</u>	<u>3,395,527</u>
	<u>\$ 2,346,352</u>	<u>\$ 2,611,683</u>	<u>\$ 2,908,093</u>	<u>\$ 3,234,059</u>	<u>\$ 3,442,283</u>	<u>\$ 3,502,342</u>
	3.57%	11.31%	11.35%	11.21%	18.37%	8.30%

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**OTHER POST-EMPLOYMENT BENEFITS
FUND 14
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ -
Projected FY2013 Revenues		
Local	\$ 9,000	
Other financing sources	<u>1,452,211</u>	
Total		\$ 1,461,211
Projected FY2013 Expenses		<u>1,461,211</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
Local	\$ 9,600	
Other financing sources	<u>1,578,983</u>	
Total		\$ 1,588,583
Projected FY2014 Expenses		<u>1,588,583</u>
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u>\$ -</u>

**OTHER POST-EMPLOYMENT BENEFITS
FUND 14**

This fund accounts for the subsidy payments for eligible County retirees towards health insurance coverage in a County-sponsored plan. This is accomplished through the division below. Individual division details follows this page.

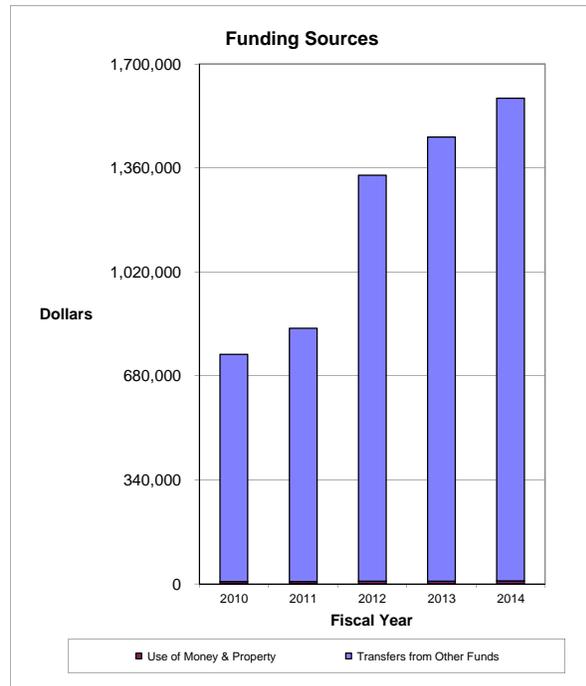
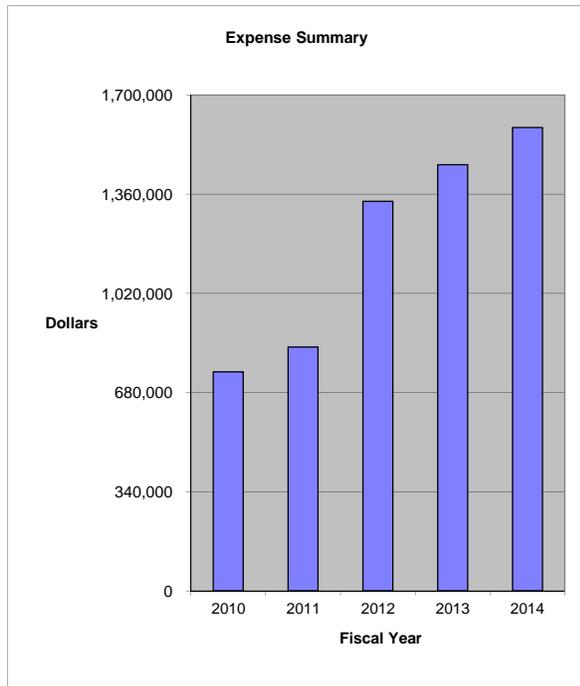
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 7,944	\$ 7,875	\$ 8,852	\$ 9,000	\$ 9,000	\$ 9,600	0.60%
Transfers from Other Funds	<u>742,530</u>	<u>828,163</u>	<u>1,326,983</u>	<u>1,452,211</u>	<u>1,452,211</u>	<u>1,578,983</u>	<u>99.40%</u>
Total Funding Sources	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>	<u>100.00%</u>

							%Change Original 2013/ Adopted 2014
Expense by Activity							
Other Post-Employment Benefits	\$ 750,474	\$ 836,038	\$ 1,335,835	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583	8.72%
Total Expenses	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>	8.72%

Expense by Category							
Operating	\$ 750,474	\$ 836,038	\$ 1,335,835	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583	8.72%
Total Expenses	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>	8.72%

Key Service Indicators

Number of retirees on County's health care plan	58	59	65	59	72	79
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Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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OTHER POST-EMPLOYMENT BENEFITS FUND

30315	Use of Money & Property						
1010	Interest on deposits	\$ 7,944	\$ 7,875	\$ 8,852	\$ 9,000	\$ 9,000	\$ 9,600
	Subtotal	<u>7,944</u>	<u>7,875</u>	<u>8,852</u>	<u>9,000</u>	<u>9,000</u>	<u>9,600</u>
30351	Transfers from Other Funds						
1010	General Fund	678,000	600,000	-	600,000	600,000	600,000
1011	Carryover Fund	<u>64,530</u>	<u>228,163</u>	<u>1,326,983</u>	<u>852,211</u>	<u>852,211</u>	<u>978,983</u>
	Subtotal	<u>742,530</u>	<u>828,163</u>	<u>1,326,983</u>	<u>1,452,211</u>	<u>1,452,211</u>	<u>1,578,983</u>
	Fund Total	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>

A Transfers from the General Fund and Carryover Fund for the required annual OPEB costs.

Other Post-Employment Benefits (OPEB) Fund
Retiree Healthcare Costs - Activity #99999

Budget Comments - FY2014

Funding is based on the required annual OPEB costs, per the latest actuarial valuation report.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Operating	\$ 750,474	\$ 836,038	\$ 1,335,835	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583
Total Expenses	\$ 750,474	\$ 836,038	\$ 1,335,835	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
OTHER POST-EMPLOYMENT BENEFITS FUND						
99999 Retiree Healthcare Costs						
Retiree Healthcare Costs						
99999-2300 Annual OPEB Cost	\$ -	\$ -	\$ -	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583
10111 Board of Supervisors	1,276	1,382	2,343	-	-	-
10121 County Administration	5,104	5,594	9,482	-	-	-
10122 Public Inform & Comm Relations	2,309	2,632	4,350	-	-	-
10123 Video Services	3,342	3,685	6,470	-	-	-
10124 County Attorney	4,558	5,002	8,255	-	-	-
10131 Registrar	2,127	2,369	4,127	-	-	-
20211 Circuit Court	729	592	1,115	-	-	-
20214 Clerk of Court	12,013	13,731	19,666	-	-	-
20221 Commonwealth's Attorney	11,971	13,096	21,721	-	-	-
20222 Victim-Witness Assistance	2,309	3,027	5,243	-	-	-
20223 Domestic Violence	486	724	1,227	-	-	-
30311 Sheriff General Operations	18,401	20,584	34,399	-	-	-
30312 Law Enforcement	51,029	56,128	92,795	-	-	-
30313 Investigations	13,976	15,268	31,372	-	-	-
30314 Civil Ops/Court security	23,415	27,643	40,072	-	-	-
30316 School Resource Officers	3,221	3,422	6,135	-	-	-
30320 Fire & Life Safety Administration	2,127	2,369	4,127	-	-	-
30321 Fire & Rescue Operations	139,446	156,338	250,925	-	-	-
30322 Technical Services	5,226	5,857	9,817	-	-	-
30323 Prevention & Community Safety	3,525	3,949	6,805	-	-	-
30352 Animal Control	1,398	1,514	2,677	-	-	-
30355 Emergency Management	2,005	2,172	3,235	-	-	-
30356 Central Dispatch	24,306	27,048	47,075	-	-	-
30357 Radio Maint/Communications	1,337	1,119	-	-	-	-
40119 Envir & Devel Svcs Administration	2,735	2,764	4,797	-	-	-
40341 Building Regulations	16,494	17,697	26,634	-	-	-
40446 Stormwater Maintenance	8,629	9,477	16,398	-	-	-
40447 Stormwater Management	5,591	6,120	9,147	-	-	-
40512 Mosquito Control	3,038	3,225	3,793	-	-	-
40816 Development & Compliance	12,951	14,440	21,807	-	-	-
50119 Finan & Mgmt Svcs Administration	2,492	1,185	1,004	-	-	-
50121 Computer Support Services	15,738	16,913	28,446	-	-	-
50122 Human Resources	5,834	6,450	11,044	-	-	-
50124 Budget & Financial Reporting	4,922	5,594	9,817	-	-	-
50125 Fiscal Accounting Services	13,036	11,547	19,312	-	-	-
50126 Commissioner of Revenue	15,492	17,421	26,460	-	-	-
50127 Treasurer	7,960	8,490	15,394	-	-	-
50128 Real Estate Assessment	6,927	7,634	11,155	-	-	-
50129 Central Purchasing	4,618	5,133	8,813	-	-	-
50811 Planning	4,861	5,331	9,259	-	-	-
50920 Office of Economic Development	6,513	7,343	10,590	-	-	-
60731 Library Services	15,038	16,748	26,136	-	-	-
70119 General Services Administration	8,788	8,731	9,183	-	-	-
70431 Engineering & Facility Maintenance	21,142	23,419	38,724	-	-	-
70433 Telecommunications	972	1,119	1,896	-	-	-
70434 Grounds Maint & Construction	28,836	31,397	48,452	-	-	-
81119 Comm Svcs Administration	2,856	3,356	3,701	-	-	-
81538 Special Programs	4,325	5,187	6,831	-	-	-
81547 Housing - Administration	2,613	2,962	3,346	-	-	-
81548 Rental Assistance	1,458	1,645	2,789	-	-	-
81549 Housing - Rehabilitation	3,519	4,184	5,484	-	-	-
81712 Parks & Recreation	10,634	11,857	19,742	-	-	-
81713 Tourism & Events	1,033	1,119	2,008	-	-	-
8-90713 Tourism & Events	1,701	1,711	2,566	-	-	-
12-12156 Vehicle & Equipment Maintenance	10,004	13,698	21,340	-	-	-
12-12157 Fleet Support Services	1,641	1,843	2,454	-	-	-
13-90541 Social Services Administration	72,726	87,253	133,806	-	-	-
13-90543 Comprehensive Svcs Act	729	856	781	-	-	-
21-21421 Solid Waste Administration	486	461	781	-	-	-
21-21422 Solid Waste Collection	2,674	2,764	4,797	-	-	-
21-21423 Transfer Station Operations	1,398	1,514	2,566	-	-	-
21-21424 Recycling	1,398	1,953	2,677	-	-	-
21-21425 Composting Operations	2,127	2,303	4,016	-	-	-
24-24446 Water Utilities	1,033	-	-	-	-	-
25-25446 Sewer Operations	27,439	31,003	48,452	-	-	-
25-25447 Sewer Utilities Engineering	16,528	18,625	33,466	-	-	-
51-81677 Head Start	12,967	14,030	23,848	-	-	-
51-90971 USDA Food Service Program	668	395	781	-	-	-
94-90251 Project Insight/House Arrest	2,613	2,896	-	-	-	-
94-90253 Crossroads	14,556	15,537	23,688	-	-	-
94-90257 Psychological Svcs Program	851	856	1,339	-	-	-
94-90258 Community Supervision	3,464	3,817	11,655	-	-	-
94-91200 Family Counseling Svcs-WHF	790	461	669	-	-	-
94-191200 Family Counseling Svcs-WHF	-	329	558	-	-	-
Activity Total	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>
Personnel	\$ 750,474	\$ 836,038	\$ 1,335,835	\$ 1,461,211	\$ 1,461,211	\$ 1,588,583
Non-personnel	-	-	-	-	-	-
	<u>\$ 750,474</u>	<u>\$ 836,038</u>	<u>\$ 1,335,835</u>	<u>\$ 1,461,211</u>	<u>\$ 1,461,211</u>	<u>\$ 1,588,583</u>
	96.65%	111.40%	159.78%	109.39%	109.39%	108.72%

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**SOLID WASTE MANAGEMENT
FUND 21
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 1,077,843
Projected FY2013 Revenues		
Local	\$ 3,855,950	
State & Federal	14,149	
Other financing sources	<u>500,000</u>	
Total		\$ 4,370,099
Projected FY2013 Expenses		<u>4,828,445</u>
Net Change		<u>(458,346)</u>
Projected Fund Balance 6/30/2013		\$ 619,497
Projected FY2014 Revenues		
Local	\$ 4,587,200	
State & Federal	9,805	
Other financing sources	<u>-</u>	
Total		\$ 4,597,005
Projected FY2014 Expenses		<u>5,313,655</u>
Net Change		<u>(716,650)</u>
Projected Fund Balance 6/30/2014		<u><u>\$ (97,153)</u></u>

**SOLID WASTE MANAGEMENT
FUND 21**

This fund accounts for the revenues and expenses relating to the County's waste management programs. This is accomplished through the divisions below. Individual division details follow this summary page.

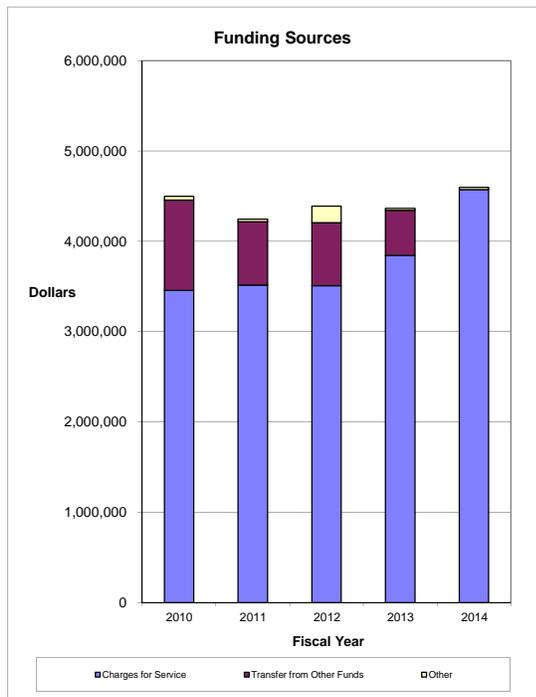
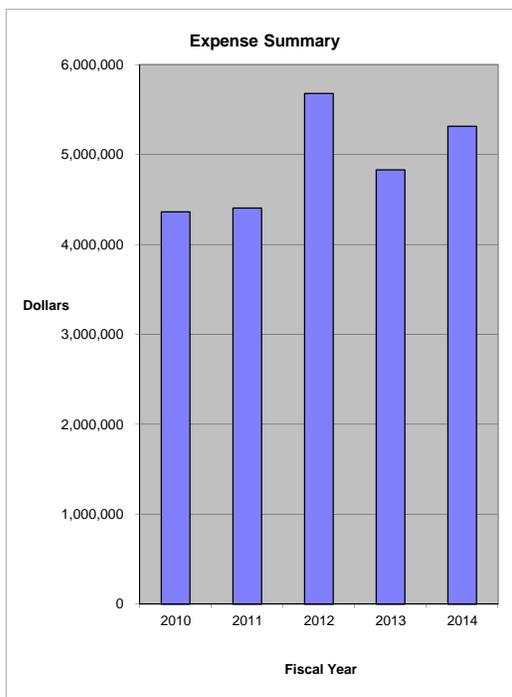
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 19,608	\$ 3,375	\$ 153	\$ 200	\$ 200	\$ 500	0.01%
Charges for Services	3,456,802	3,517,579	3,507,939	4,343,800	3,843,800	4,571,400	99.45%
Miscellaneous	11,458	10,940	12,463	11,950	11,950	15,300	0.33%
State Aid & Grants	10,070	11,612	169,197	9,805	14,149	9,805	0.21%
Federal Aid & Grants	-	-	747,152	-	-	-	0.00%
Transfers from Other Funds	1,000,000	700,000	700,000	-	500,000	-	0.00%
Total Funding Sources	\$ 4,497,938	\$ 4,243,506	\$ 5,136,904	\$ 4,365,755	\$ 4,370,099	\$ 4,597,005	100.00%

							%Change Original 2013/ Adopted 2014
Expense by Activity							
Solid Waste Administration	\$ 95,599	\$ 84,529	\$ 105,862	\$ 105,109	\$ 105,109	\$ 107,823	2.58%
Solid Waste Collection & Disposal	2,345,269	2,462,045	3,553,886	2,874,099	2,874,099	2,982,542	3.77%
Transfer Station Operations	322,162	347,589	359,392	209,448	209,448	210,714	0.60%
Recycling	987,166	911,341	1,049,555	1,053,870	1,063,014	1,097,069	4.10%
Composting Operations/Leaf Collection	536,525	519,519	529,275	488,008	488,008	814,518	66.91%
Landfill Closure/Post-Maintenance	77,108	77,908	79,868	93,567	88,767	100,989	7.93%
Total Expenses	\$ 4,363,829	\$ 4,402,931	\$ 5,677,838	\$ 4,824,101	\$ 4,828,445	\$ 5,313,655	10.15%

Expense by Category							
Personnel	\$ 717,025	\$ 692,076	\$ 723,856	\$ 752,181	\$ 752,181	\$ 760,791	1.14%
Operating	3,626,651	3,696,709	4,947,530	4,048,920	4,060,706	4,216,364	4.14%
Capital	20,153	14,146	6,452	23,000	15,558	336,500	1363.04%
Total Expenses	\$ 4,363,829	\$ 4,402,931	\$ 5,677,838	\$ 4,824,101	\$ 4,828,445	\$ 5,313,655	10.15%

Funded FTEs						
Management	1.00	1.00	1.00	1.00	1.00	1.00
Professional/Technical	2.50	2.50	2.50	2.50	2.50	2.50
Admin/Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Trades & Crafts	7.20	7.20	7.20	7.20	7.20	7.20
Total Funded FTEs	12.20	12.20	12.20	12.20	12.20	12.20

Key Service Indicators						
Customer service calls	46,530	47,400	49,500	49,800	49,800	49,800
Curbside collection customers	16,560	16,570	16,600	16,630	16,630	16,630
Curbside collection tons collected	19,684	19,204	18,860	18,800	18,800	18,800
Drop off garbage tons received	12,605	13,374	13,500	13,300	13,300	13,300
Curbside recycling tons collected	4,698	4,889	5,000	4,500	4,500	4,500
Drop off recycling tons received	83	96	100	600	600	600
Incoming compost material tons	8,405	8,500	8,500	8,000	8,000	8,000



Revenues		FY2010 Actual Revenues	FY2011 Original Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	
SOLID WASTE MANAGEMENT FUND								
30315	Use of Money & Property							
	1010 Interest on deposits	\$ 10,472	\$ 3,351	\$ 135	\$ 200	\$ 200	\$ 500	
	1021 Interest-VPPSA escrow	31	24	18	-	-	-	
	2060 Sale of equip/tools	9,105	-	-	-	-	-	
	Subtotal	<u>19,608</u>	<u>3,375</u>	<u>153</u>	<u>200</u>	<u>200</u>	<u>500</u>	
30316	Charges for Services							
	5511 Penalty/interest	61,066	37,126	78,747	40,000	40,000	70,000	A
	5520 Tipping fee	265,395	342,033	297,276	330,000	330,000	307,200	B
	5547 Recycling disposal	58,854	75,454	56,358	75,000	75,000	60,000	C
	5550 Solid Waste/Recycling	2,733,453	2,745,023	2,753,895	3,558,000	3,058,000	3,800,000	D
	5551 Yard debris collection	22,722	21,193	17,447	23,000	23,000	23,000	E
	9020 VPPSA lease agreement	114,120	112,440	108,312	115,000	115,000	115,000	F
	9021 VPPSA scales	4,800	4,800	4,800	4,800	4,800	4,800	G
	9022 VPPSA compost facility	39,269	35,815	41,987	37,000	37,000	37,000	H
	9030 Contractor user fees	156,147	142,726	148,150	160,000	160,000	153,000	I
	9040 Collection fee-VPPSA compost	976	969	967	1,000	1,000	1,400	J
	Subtotal	<u>3,456,802</u>	<u>3,517,579</u>	<u>3,507,939</u>	<u>4,343,800</u>	<u>3,843,800</u>	<u>4,571,400</u>	
30318	Miscellaneous							
	9090 Miscellaneous local	1	-	-	-	-	-	
	9095 Utility costs-Republic	11,457	10,940	12,463	11,950	11,950	15,300	K
	Subtotal	<u>11,458</u>	<u>10,940</u>	<u>12,463</u>	<u>11,950</u>	<u>11,950</u>	<u>15,300</u>	
30324	State Aid & Grants							
	4070 Litter Control	10,070	11,612	9,805	9,805	14,149	9,805	L
	8908-212 Hurricane Irene	-	-	159,392	-	-	-	
	Subtotal	<u>10,070</u>	<u>11,612</u>	<u>169,197</u>	<u>9,805</u>	<u>14,149</u>	<u>9,805</u>	
30333	Fed Categorical Aid							
	8908-212 Hurricane Irene	-	-	747,152	-	-	-	
	Subtotal	<u>-</u>	<u>-</u>	<u>747,152</u>	<u>-</u>	<u>-</u>	<u>-</u>	
30351	Transfers from Other Funds							
	1010 General Fund	1,000,000	700,000	700,000	-	-	-	
	1011 Carryover Fund	-	-	-	-	500,000	-	
	Subtotal	<u>1,000,000</u>	<u>700,000</u>	<u>700,000</u>	<u>-</u>	<u>500,000</u>	<u>-</u>	
	Fund Total	<u>\$ 4,497,938</u>	<u>\$ 4,243,506</u>	<u>\$ 5,136,904</u>	<u>\$ 4,365,755</u>	<u>\$ 4,370,099</u>	<u>\$ 4,597,005</u>	

- A Penalty and interest charged for late payments on solid waste service and/or tipping fees.
- B Any business or resident who does not receive County solid waste collection services shall pay a fee of \$52.00/ton for on-site disposal.
- C Revenue received from the sale of office paper, cardboard, scrap metal, etc.
- D Solid waste and recycling collection services billed bi-monthly in arrears.
- E Yard debris collections billed by the County.
- F Ground lease with the VA Peninsulas Public Service Authority (VPPSA) based on assessed valuation.
- G Scales use lease with VPPSA (\$400 per month).
- H Host fee collected from VPPSA per ton of acceptable waste delivered to the compost facility.
- I Payments received from the contractor to run non-County collected trash through the transfer station.
- J Fee for collecting VPPSA compost cash sales.
- K Transfer Station utility bills for water, sewer and electric paid by the County and reimbursed by the contractor.
- L State grant from the Department of Environmental Quality for the litter control/beautification program.

Solid Waste Management Fund
Solid Waste Administration - Activity #21421

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To look for ways to increase revenues, cut costs, and at a minimum, maintain a balanced budget.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Value Added Services - Conduct periodic, random customer service surveys to determine satisfaction rate.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Operating increases are to support an increase for contractual services.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expense By Category</u>						
Personnel	\$ 37,609	\$ 36,143	\$ 37,979	\$ 38,672	\$ 38,672	\$ 39,684
Operating	57,990	48,386	64,237	66,437	66,437	68,139
Capital	-	-	3,646	-	-	-
Total Expenses	<u>\$ 95,599</u>	<u>\$ 84,529</u>	<u>\$ 105,862</u>	<u>\$ 105,109</u>	<u>\$ 105,109</u>	<u>\$ 107,823</u>
<u>Funded FTEs</u>						
Management	0.20	0.20	0.20	0.20	0.20	0.20
Admin/Clerical	0.25	0.25	0.25	0.25	0.25	0.25
Trades & Crafts	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Total Funded FTEs	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>	<u>0.55</u>

Expenses	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SOLID WASTE MANAGEMENT FUND						
21421 Solid Waste Administration						
Personnel Services						
1513 Middle management	\$ 15,321	\$ 15,321	\$ 15,321	\$ 16,087	\$ 16,087	\$ 16,409
1516 Administrative & clerical salaries	8,602	8,622	8,622	9,053	9,053	9,234
1518 Trades & crafts	3,668	2,257	2,016	2,621	2,621	2,673
1595 Overtime	581	493	2,037	500	500	500
1596 Holiday worked	-	141	256	-	-	-
2100 FICA	2,063	1,944	2,048	2,162	2,162	2,204
2200 VRS	3,694	3,662	3,623	3,295	3,295	3,361
2300 Health care	3,517	3,630	3,984	4,588	4,588	4,966
2400 Group life insurance	163	73	72	366	366	337
Subtotal	<u>37,609</u>	<u>36,143</u>	<u>37,979</u>	<u>38,672</u>	<u>38,672</u>	<u>39,684</u>
Contractual Services						
3132 Data processing fees	-	-	275	-	-	-
3310 Repairs & maintenance	-	731	-	500	500	500
3320 Maintenance service contracts	1,263	1,475	6,210	6,000	6,000	6,200
3321-022 Custodial services	10,561	8,415	5,460	5,610	5,610	5,750
3600 Advertising	511	308	-	-	-	-
3920 Misc contractual services	7,152	5,794	6,283	7,200	7,200	7,810
Subtotal	<u>19,487</u>	<u>16,723</u>	<u>18,228</u>	<u>19,310</u>	<u>19,310</u>	<u>20,260</u>
Internal Services						
4300 Central store	-	297	-	150	150	50
Subtotal	<u>-</u>	<u>297</u>	<u>-</u>	<u>150</u>	<u>150</u>	<u>50</u>
Other Charges						
5230 Telecommunications	3,641	3,407	4,112	2,100	2,100	1,700
5310 Property insurance	3,157	2,737	2,615	2,897	2,897	3,149
5510 Personnel development	2,061	-	600	2,100	2,100	2,100
5520 Employee recognition program	838	769	427	500	500	500
5810 Dues & memberships	200	431	383	430	430	430
5820 Assoc/meeting support charges	-	-	35	-	-	-
5835 Fiscal agent fees	21,000	21,000	34,753	36,000	36,000	37,000
5890 Bad debt expense	4,649	-	-	-	-	-
Subtotal	<u>35,546</u>	<u>28,344</u>	<u>42,925</u>	<u>44,027</u>	<u>44,027</u>	<u>44,879</u>
Materials & Supplies						
6010 Office supplies	1,615	1,684	1,782	1,800	1,800	1,800
6020 Food & food service supplies	19	-	-	-	-	-
6040 Medical/laboratory supplies	-	100	-	100	100	100
6070 Repair & maintenance supplies	104	331	64	100	100	100
6111 Protective clothing	100	-	-	-	-	-
6120 Books & subscriptions	96	96	96	100	100	100
6140 Other operating supplies	288	310	201	300	300	300
6170 Computer mat/supplies	326	179	711	300	300	300
6171 Small equipment	198	110	-	-	-	-
6172 Minor furnishings	211	212	230	250	250	250
Subtotal	<u>2,957</u>	<u>3,022</u>	<u>3,084</u>	<u>2,950</u>	<u>2,950</u>	<u>2,950</u>
Capital Outlay						
8110 Machinery/equipment	-	-	2,065	-	-	-
8170 Data processing equipment	-	-	1,581	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>3,646</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 95,599</u>	<u>\$ 84,529</u>	<u>\$ 105,862</u>	<u>\$ 105,109</u>	<u>\$ 105,109</u>	<u>\$ 107,823</u>
Personnel	\$ 37,609	\$ 36,143	\$ 37,979	\$ 38,672	\$ 38,672	\$ 39,684
Non-personnel	57,990	48,386	67,883	66,437	66,437	68,139
	<u>\$ 95,599</u>	<u>\$ 84,529</u>	<u>\$ 105,862</u>	<u>\$ 105,109</u>	<u>\$ 105,109</u>	<u>\$ 107,823</u>
	-6.25%	-11.58%	25.24%	-0.71%	-0.71%	2.58%

**Solid Waste Management Fund
Solid Waste Collection & Disposal - Activity #21422**

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To accurately record and report all customer requests to the collection contractor and to the York County Utility Billing office to assure accountability, excellent customer service and proper billing for our customers.

Implementation Strategies

- Value Added Services - Conduct periodic, random customer service surveys to determine satisfaction rate.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Increases are attributable to contractual services for the curbside collection and hauling and disposal programs. Funding was provided for the routine replacement of computers.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 225,229	\$ 216,324	\$ 221,378	\$ 234,973	\$ 234,973	\$ 234,767
Operating	2,112,423	2,231,575	3,331,105	2,637,626	2,637,626	2,743,275
Capital	7,617	14,146	1,403	1,500	1,500	4,500
Total Expenses	<u>\$ 2,345,269</u>	<u>\$ 2,462,045</u>	<u>\$ 3,553,886</u>	<u>\$ 2,874,099</u>	<u>\$ 2,874,099</u>	<u>\$ 2,982,542</u>
<u>Funded FTEs</u>						
Management	0.40	0.40	0.40	0.40	0.40	0.40
Professional/Technical	1.58	1.58	1.58	1.58	1.58	1.58
Admin/Clerical	1.25	1.25	1.25	1.25	1.25	1.25
Trades & Crafts	0.70	0.70	0.70	0.70	0.70	0.70
Total Funded FTEs	<u>3.93</u>	<u>3.93</u>	<u>3.93</u>	<u>3.93</u>	<u>3.93</u>	<u>3.93</u>

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOLID WASTE MANAGEMENT FUND						
21422 Solid Waste Collection & Disposal						
Personnel Services						
1513 Middle management	\$ 30,642	\$ 30,642	\$ 30,642	\$ 32,174	\$ 32,174	\$ 32,817
1515 Professional & technical salaries	67,161	67,161	67,161	70,518	70,518	71,929
1516 Administrative & clerical salaries	37,002	37,102	37,089	38,957	38,957	39,736
1518 Trades & crafts	25,676	17,083	14,111	18,345	18,345	18,712
1595 Overtime	811	532	6,077	1,800	1,800	1,800
1596 Holiday worked	-	-	430	-	-	-
1599-002 Service Awards Vteam	-	25	-	-	-	-
1599-003 Taxable fringe benefits	-	25	-	-	-	-
1599-003-001 Deduction- taxable fringe	-	(25)	-	-	-	-
1999-999-999 Charge out wages- grants	-	(25)	-	-	-	-
2100 FICA	11,409	10,587	10,812	12,377	12,377	12,622
2100-002 FICA- Service awards Vteam	-	2	-	-	-	-
2100-003 FICA- Taxable fringe benefits	-	2	-	-	-	-
2200 VRS	21,544	21,143	21,020	18,991	18,991	19,371
2300 Health care	30,034	31,654	33,619	39,699	39,699	35,838
2400 Group life insurance	950	419	417	2,112	2,112	1,942
2999-999-999-999 Charge out fringes- grants	-	(3)	-	-	-	-
Subtotal	<u>225,229</u>	<u>216,324</u>	<u>221,378</u>	<u>234,973</u>	<u>234,973</u>	<u>234,767</u>
Contractual Services						
3500 Printing & binding	5,730	5,754	5,604	6,000	6,000	6,000
3600 Advertising	-	-	90	-	-	-
Subtotal	<u>5,730</u>	<u>5,754</u>	<u>5,694</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Internal Services						
4210 Vehicle maintenance	2,687	2,952	3,547	3,781	3,781	3,980
Subtotal	<u>2,687</u>	<u>2,952</u>	<u>3,547</u>	<u>3,781</u>	<u>3,781</u>	<u>3,980</u>
Other Charges						
5140 Solid waste collection	1,077,630	1,141,926	1,245,510	1,350,000	1,350,000	1,455,000
5142 Disposal of solid waste	1,010,267	1,064,535	1,074,139	1,260,000	1,260,000	1,260,000
5210 Postal/messenger service	15,052	15,548	13,426	16,500	16,500	16,950
5230 Telecommunications	-	-	-	300	300	300
5360 Workers' compensation premiums	650	650	635	635	635	635
Subtotal	<u>2,103,599</u>	<u>2,222,659</u>	<u>2,333,710</u>	<u>2,627,435</u>	<u>2,627,435</u>	<u>2,732,885</u>
Materials & Supplies						
6140 Other operating supplies	407	210	376	410	410	410
Subtotal	<u>407</u>	<u>210</u>	<u>376</u>	<u>410</u>	<u>410</u>	<u>410</u>
Capital Outlay						
8170 Data processing equipment	-	-	1,403	1,500	1,500	4,500
8170-001 IVR System	7,617	14,146	-	-	-	-
Subtotal	<u>7,617</u>	<u>14,146</u>	<u>1,403</u>	<u>1,500</u>	<u>1,500</u>	<u>4,500</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	987,778	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>987,778</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 2,345,269</u>	<u>\$ 2,462,045</u>	<u>\$ 3,553,886</u>	<u>\$ 2,874,099</u>	<u>\$ 2,874,099</u>	<u>\$ 2,982,542</u>
Personnel	\$ 225,229	\$ 216,324	\$ 221,378	\$ 234,973	\$ 234,973	\$ 234,767
Non-personnel	<u>2,120,040</u>	<u>2,245,721</u>	<u>3,332,508</u>	<u>2,639,126</u>	<u>2,639,126</u>	<u>2,747,775</u>
	<u>\$ 2,345,269</u>	<u>\$ 2,462,045</u>	<u>\$ 3,553,886</u>	<u>\$ 2,874,099</u>	<u>\$ 2,874,099</u>	<u>\$ 2,982,542</u>
	1.35%	4.98%	44.35%	-19.13%	-19.13%	3.77%

Solid Waste Management Fund
Transfer Station Operations - Activity #21423

Mission

To provide quality collection service and exceptional customer service and increase participation in the County's waste management programs.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Upgrade the Scale House system to provide better security and work on regulation concerns with the vendor providing transfer station services.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expense By Category</u>						
Personnel	\$ 132,877	\$ 128,676	\$ 132,816	\$ 140,463	\$ 140,463	\$ 144,179
Operating	<u>189,285</u>	<u>218,913</u>	<u>226,576</u>	<u>68,985</u>	<u>68,985</u>	<u>66,535</u>
Total Expenses	<u>\$ 322,162</u>	<u>\$ 347,589</u>	<u>\$ 359,392</u>	<u>\$ 209,448</u>	<u>\$ 209,448</u>	<u>\$ 210,714</u>
<u>Funded FTEs</u>						
Management	0.20	0.20	0.20	0.20	0.20	0.20
Professional/Technical	0.07	0.07	0.07	0.07	0.07	0.07
Trades & Crafts	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>	<u>2.10</u>
Total Funded FTEs	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>	<u>2.37</u>

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOLID WASTE MANAGEMENT FUND						
21423 Transfer Station Operations						
Personnel Services						
1513 Middle management	\$ 15,321	\$ 15,321	\$ 15,321	\$ 16,087	\$ 16,087	\$ 16,409
1515 Professional & technical salaries	3,925	3,925	3,925	4,121	4,121	4,204
1518 Trades & crafts	63,851	62,568	62,141	65,992	65,992	67,312
1595 Overtime	12,116	8,046	10,222	10,000	10,000	10,000
1596 Holiday worked	2,202	1,712	2,053	2,000	2,000	2,000
1599-002 Service awards-Vteam	-	-	30	-	-	-
1999-999-999-999 Charge out wages-grants/other	-	-	(30)	-	-	-
2100 FICA	6,921	6,403	6,550	7,512	7,512	7,644
2100-002 FICA service awards-Vteam	-	-	2	-	-	-
2200 VRS	11,174	11,542	11,533	10,232	10,232	10,437
2300 Health care	16,875	18,930	20,842	23,381	23,381	25,127
2400 Group life insurance	492	229	229	1,138	1,138	1,046
2999-999-999-999 Charge out fringes-grants	-	-	(2)	-	-	-
Subtotal	<u>132,877</u>	<u>128,676</u>	<u>132,816</u>	<u>140,463</u>	<u>140,463</u>	<u>144,179</u>
Contractual Services						
3310 Repairs & maintenance	1,958	998	3,843	5,000	5,000	5,000
3320 Maintenance service contracts	4,714	7,465	5,704	5,875	5,875	6,965
3955 Transfer station contract	-	13,620	27,240	31,630	31,630	27,240
Subtotal	<u>6,672</u>	<u>22,083</u>	<u>36,787</u>	<u>42,505</u>	<u>42,505</u>	<u>39,205</u>
Other Charges						
5110 Electrical services	4,085	4,447	4,903	4,750	4,750	5,000
5130 Water & sewer	7,375	6,493	7,559	7,200	7,200	10,300
5132 Sludge material	-	14,321	-	7,500	7,500	5,000
5230 Telecommunications	-	-	-	300	300	300
5360 Workers' compensation premiums	130	130	130	130	130	130
5828 Permits & licenses	2,000	3,580	5,890	6,000	6,000	6,000
Subtotal	<u>13,590</u>	<u>28,971</u>	<u>18,482</u>	<u>25,880</u>	<u>25,880</u>	<u>26,730</u>
Materials & Supplies						
6010 Office supplies	536	308	368	400	400	400
6070 Repair & maintenance supplies	-	46	1,661	100	100	100
6170 Computer mat/supplies	145	-	-	100	100	100
6171 Small equipment	-	202	-	-	-	-
Subtotal	<u>681</u>	<u>556</u>	<u>2,029</u>	<u>600</u>	<u>600</u>	<u>600</u>
Debt Service						
9111-001 Principal-VPPSA refinancing	150,066	154,235	162,572	-	-	-
9121-001 Interest-VPPSA refinancing	17,692	12,672	6,503	-	-	-
9125-001 Other debt service exp refinancing	584	396	203	-	-	-
Subtotal	<u>168,342</u>	<u>167,303</u>	<u>169,278</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 322,162</u>	<u>\$ 347,589</u>	<u>\$ 359,392</u>	<u>\$ 209,448</u>	<u>\$ 209,448</u>	<u>\$ 210,714</u>
Personnel	\$ 132,877	\$ 128,676	\$ 132,816	\$ 140,463	\$ 140,463	\$ 144,179
Non-personnel	<u>189,285</u>	<u>218,913</u>	<u>226,576</u>	<u>68,985</u>	<u>68,985</u>	<u>66,535</u>
	<u>\$ 322,162</u>	<u>\$ 347,589</u>	<u>\$ 359,392</u>	<u>\$ 209,448</u>	<u>\$ 209,448</u>	<u>\$ 210,714</u>
	-2.10%	7.89%	3.40%	-41.72%	-41.72%	0.60%

**Solid Waste Management Fund
Recycling - Activity #21424**

Mission

To provide quality collection service and exceptional customer service, develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Increase public education efforts regarding proper recycling practices.
- Continue a Juvenile and Adult Community Service Program to help cut cost and provide labor for the County's Recycling Center.
- Implement a recycling fee to offset the elimination of the support from the General Fund.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Increases are attributable to the recycling and household chemical programs.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 124,875	\$ 120,461	\$ 131,766	\$ 131,369	\$ 131,369	\$ 132,370
Operating	862,291	790,880	917,789	921,001	930,145	964,699
Capital	-	-	-	1,500	1,500	-
Total Expenses	<u>\$ 987,166</u>	<u>\$ 911,341</u>	<u>\$ 1,049,555</u>	<u>\$ 1,053,870</u>	<u>\$ 1,063,014</u>	<u>\$ 1,097,069</u>
<u>Funded FTEs</u>						
Management	0.10	0.10	0.10	0.10	0.10	0.10
Professional/Technical	0.85	0.85	0.85	0.85	0.85	0.85
Trades & Crafts	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>	<u>1.10</u>
Total Funded FTEs	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>	<u>2.05</u>

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SOLID WASTE MANAGEMENT FUND						
21424	Recycling					
Personnel Services						
1513 Middle management	\$ 7,661	\$ 7,661	\$ 7,661	\$ 8,044	\$ 8,044	\$ 8,205
1515 Professional & technical salaries	47,584	47,577	47,664	50,048	50,048	51,049
1518 Trades & crafts	26,910	22,985	27,320	27,473	27,473	26,920
1595 Overtime	9,915	12,203	17,240	12,500	12,500	12,500
1596 Holiday worked	870	1,355	1,503	1,350	1,350	1,350
1599 Other pay	1,592	-	-	-	-	-
1599-002 Service Awards-Vteam	-	50	25	-	-	-
1599-003 Taxable fringe benefits	-	10	-	-	-	-
1599-003-001 Deduction- taxable fringe	-	(10)	-	-	-	-
1999-999-999-999 Charge out wages- grants	-	(50)	(25)	-	-	-
2100 FICA	6,661	6,700	7,420	7,605	7,605	7,653
2100-002 FICA- Service awards-Vteam	-	4	2	-	-	-
2100-003 FICA- Taxable fringe benefits	-	1	-	-	-	-
2200 VRS	10,960	11,178	11,169	10,156	10,156	10,229
2300 Health care	12,226	10,575	11,568	13,064	13,064	13,439
2400 Group life insurance	496	227	221	1,129	1,129	1,025
2999-999-999-999 Charge out fringes- grants	-	(5)	(2)	-	-	-
Subtotal	<u>124,875</u>	<u>120,461</u>	<u>131,766</u>	<u>131,369</u>	<u>131,369</u>	<u>132,370</u>
Contractual Services						
3500 Printing & binding	2,422	44	5,643	100	100	1,050
3600 Advertising	-	-	-	500	500	-
3930 Uniform support services	<u>1,365</u>	<u>1,797</u>	<u>1,302</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Subtotal	<u>3,787</u>	<u>1,841</u>	<u>6,945</u>	<u>2,100</u>	<u>2,100</u>	<u>2,550</u>
Internal Services						
4210 Vehicle maintenance	<u>10,258</u>	<u>6,237</u>	<u>8,939</u>	<u>10,900</u>	<u>10,900</u>	<u>11,197</u>
Subtotal	<u>10,258</u>	<u>6,237</u>	<u>8,939</u>	<u>10,900</u>	<u>10,900</u>	<u>11,197</u>
Other Charges						
5145 Recycling	756,687	692,147	799,285	815,136	-	-
5145-001 Curbside recycling	-	-	-	-	808,131	832,817
5145-002 Drop-off recycling	-	-	-	-	2,299	2,069
5145-003 Computer recycling	-	-	-	-	706	3,206
5145-004 Tire recycling	-	-	-	-	4,000	4,000
5145-005 White goods recycling	-	-	-	-	4,800	4,800
5210 Postal/messenger service	4,180	-	12,272	-	-	-
5230 Telecommunications	-	-	-	2,100	2,100	1,700
5360 Workers' compensation premiums	2,600	2,600	2,550	2,550	2,550	2,550
5510 Personnel development	600	50	225	200	200	200
5811 VPPSA admin fee	4,875	4,875	4,875	4,875	4,875	4,875
5886 Household chemical program	<u>77,832</u>	<u>82,147</u>	<u>81,871</u>	<u>82,240</u>	<u>82,240</u>	<u>93,835</u>
Subtotal	<u>846,774</u>	<u>781,819</u>	<u>901,078</u>	<u>907,101</u>	<u>911,901</u>	<u>950,052</u>
Materials & Supplies						
6111 Protective clothing	292	389	336	400	400	400
6140 Other operating supplies	363	594	491	500	500	500
6170 Computer mat/supplies	<u>817</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>1,472</u>	<u>983</u>	<u>827</u>	<u>900</u>	<u>900</u>	<u>900</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	1,500	1,500	-
Subtotal	-	-	-	1,500	1,500	-
Grants & Donations						
9570 Litter Control	-	-	-	-	4,344	-
Subtotal	-	-	-	-	4,344	-
Activity Total	<u>\$ 987,166</u>	<u>\$ 911,341</u>	<u>\$ 1,049,555</u>	<u>\$ 1,053,870</u>	<u>\$ 1,063,014</u>	<u>\$ 1,097,069</u>
Personnel	\$ 124,875	\$ 120,461	\$ 131,766	\$ 131,369	\$ 131,369	\$ 132,370
Non-personnel	862,291	790,880	917,789	922,501	931,645	964,699
	<u>\$ 987,166</u>	<u>\$ 911,341</u>	<u>\$ 1,049,555</u>	<u>\$ 1,053,870</u>	<u>\$ 1,063,014</u>	<u>\$ 1,097,069</u>
	3.99%	-7.68%	15.17%	0.41%	1.28%	4.10%

**Solid Waste Management Fund
Composting Operations/Leaf Collections - Activity #21425**

Mission

To provide quality collection service and exceptional customer service, increase participation in the County's waste management programs, and develop information and incentives to improve the community's source reduction, recycling, buy-recycled, litter prevention and beautification habits.

Goals

- To provide friendly and efficient customer service.
- To continue to provide accurate information to users regarding the rules governing the operation of each program offered at the facility.
- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Provide disposal of yard waste from curbside collection and citizen drop-off.
- Continue meeting the federal regulation mandate of 25% recycling of our waste stream with the composting program.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Operating increases are to support the contractual arrangement with Virginia Peninsulas Public Service Authority for composting services. Capital funding is for the replacement of a knuckleboom truck.

	FY2010 Actual <u>Amount</u>	FY2011 Actual <u>Amount</u>	FY2012 Actual <u>Amount</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 184,524	\$ 182,524	\$ 192,779	\$ 193,786	\$ 193,786	\$ 199,026
Operating	352,001	336,995	335,093	294,222	294,222	303,492
Capital	-	-	1,403	-	-	312,000
Total Expenses	<u>\$ 536,525</u>	<u>\$ 519,519</u>	<u>\$ 529,275</u>	<u>\$ 488,008</u>	<u>\$ 488,008</u>	<u>\$ 814,518</u>
<u>Funded FTEs</u>						
Management	0.10	0.10	0.10	0.10	0.10	0.10
Trades & Crafts	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>
Total Funded FTEs	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>	<u>3.30</u>

Expenses	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SOLID WASTE MANAGEMENT FUND						
21425 Composting Operations/Leaf Collection						
Personnel Services						
1513 Middle management	\$ 7,661	\$ 7,661	\$ 7,661	\$ 8,044	\$ 8,044	\$ 8,205
1518 Trades & crafts	119,208	119,208	119,203	125,168	125,168	127,670
1533 As required- trades/crafts	-	1,766	9,621	-	-	-
1595 Overtime	8,926	3,050	3,195	5,000	5,000	5,000
1596 Holiday worked	146	-	350	-	-	-
2100 FICA	9,938	9,605	10,222	10,573	10,573	10,778
2200 VRS	16,975	17,847	17,744	15,812	15,812	16,128
2300 Health care	20,923	23,033	24,431	27,431	27,431	29,628
2400 Group life insurance	747	354	352	1,758	1,758	1,617
Subtotal	<u>184,524</u>	<u>182,524</u>	<u>192,779</u>	<u>193,786</u>	<u>193,786</u>	<u>199,026</u>
Contractual Services						
3110 Payment for medical services	37	78	78	100	100	100
3200 Temporary services	37,039	-	26,405	32,000	32,000	30,000
3930 Uniform support services	434	626	284	600	600	420
Subtotal	<u>37,510</u>	<u>704</u>	<u>26,767</u>	<u>32,700</u>	<u>32,700</u>	<u>30,520</u>
Internal Services						
4210 Vehicle maintenance	36,089	46,832	39,594	50,000	50,000	47,692
Subtotal	<u>36,089</u>	<u>46,832</u>	<u>39,594</u>	<u>50,000</u>	<u>50,000</u>	<u>47,692</u>
Other Charges						
5143 Composting	269,349	279,818	258,615	201,382	201,382	214,940
5230 Telecommunications	-	-	-	550	550	550
5360 Workers' compensation premiums	3,380	3,380	3,315	3,315	3,315	3,315
5811 VPPSA admin fee	4,875	4,875	4,875	4,875	4,875	4,875
Subtotal	<u>277,604</u>	<u>288,073</u>	<u>266,805</u>	<u>210,122</u>	<u>210,122</u>	<u>223,680</u>
Materials & Supplies						
6020 Food & food services supplies	70	-	-	-	-	-
6111 Protective clothing	313	372	485	400	400	500
6140 Other operating supplies	415	614	530	600	600	600
6171 Small equipment	-	400	504	400	400	500
Subtotal	<u>798</u>	<u>1,386</u>	<u>1,519</u>	<u>1,400</u>	<u>1,400</u>	<u>1,600</u>
Capital Outlay						
8150 Vehicles	-	-	-	-	-	312,000
8170 Data processing equipment	-	-	1,403	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,403</u>	<u>-</u>	<u>-</u>	<u>312,000</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	408	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>408</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 536,525</u>	<u>\$ 519,519</u>	<u>\$ 529,275</u>	<u>\$ 488,008</u>	<u>\$ 488,008</u>	<u>\$ 814,518</u>
Personnel	\$ 184,524	\$ 182,524	\$ 192,779	\$ 193,786	\$ 193,786	\$ 199,026
Non-personnel	352,001	336,995	336,496	294,222	294,222	615,492
	<u>\$ 536,525</u>	<u>\$ 519,519</u>	<u>\$ 529,275</u>	<u>\$ 488,008</u>	<u>\$ 488,008</u>	<u>\$ 814,518</u>
	-13.93%	-3.17%	1.88%	-7.80%	-7.80%	66.91%

Solid Waste Management Fund
Landfill Closure/Post-Maintenance - Activity #21426

Mission

State and federal laws and regulations require that the County perform post-closure care requirements on its landfill.

Goals

- To remain in full compliance with all state and federal regulations.

Implementation Strategies

- Perform annual evaluation to determine future costs.

Budget Comments - FY2014

Funding includes an increase for groundwater monitoring services at the closed landfill.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 11,911	\$ 7,948	\$ 7,138	\$ 12,918	\$ 12,918	\$ 10,765
Operating	52,661	69,960	72,730	60,649	63,291	70,224
Capital	<u>12,536</u>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>12,558</u>	<u>20,000</u>
Total Expenses	<u>\$ 77,108</u>	<u>\$ 77,908</u>	<u>\$ 79,868</u>	<u>\$ 93,567</u>	<u>\$ 88,767</u>	<u>\$ 100,989</u>

Expenses	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SOLID WASTE MANAGEMENT FUND						
21426	Landfill Closure/Post-Maintenance					
Personnel Services						
1533 As required-trades/crafts	\$ 351	\$ 89	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
1595 Overtime	10,714	6,898	6,631	10,000	10,000	8,000
1596 Holiday worked	-	398	-	-	-	-
2100 FICA	846	563	507	918	918	765
Subtotal	<u>11,911</u>	<u>7,948</u>	<u>7,138</u>	<u>12,918</u>	<u>12,918</u>	<u>10,765</u>
Contractual Services						
3920 Misc contractual services	17,885	35,692	36,296	58,949	61,169	68,074
Subtotal	<u>17,885</u>	<u>35,692</u>	<u>36,296</u>	<u>58,949</u>	<u>61,169</u>	<u>68,074</u>
Internal Services						
4210 Vehicle maintenance	64	-	-	-	-	-
Subtotal	<u>64</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Charges						
5510 Personnel development	225	-	-	300	300	300
5828 Permits & licenses	500	895	1,000	1,000	1,422	1,400
Subtotal	<u>725</u>	<u>895</u>	<u>1,000</u>	<u>1,300</u>	<u>1,722</u>	<u>1,700</u>
Materials & Supplies						
6171 Small equipment	409	-	1,668	400	400	450
Subtotal	<u>409</u>	<u>-</u>	<u>1,668</u>	<u>400</u>	<u>400</u>	<u>450</u>
Capital Outlay						
8050 Site work	12,536	-	-	20,000	12,558	20,000
Subtotal	<u>12,536</u>	<u>-</u>	<u>-</u>	<u>20,000</u>	<u>12,558</u>	<u>20,000</u>
Debt Service						
9111-001 Principal-VPPSA refinancing	29,934	30,766	32,428	-	-	-
9121-001 Interest-VPPSA refinancing	3,528	2,528	1,297	-	-	-
9125-001 Other debt service exp refinancing	116	79	41	-	-	-
Subtotal	<u>33,578</u>	<u>33,373</u>	<u>33,766</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 77,108</u>	<u>\$ 77,908</u>	<u>\$ 79,868</u>	<u>\$ 93,567</u>	<u>\$ 88,767</u>	<u>\$ 100,989</u>
Personnel	\$ 11,911	\$ 7,948	\$ 7,138	\$ 12,918	\$ 12,918	\$ 10,765
Non-personnel	65,197	69,960	72,730	80,649	75,849	90,224
	<u>\$ 77,108</u>	<u>\$ 77,908</u>	<u>\$ 79,868</u>	<u>\$ 93,567</u>	<u>\$ 88,767</u>	<u>\$ 100,989</u>
	16.63%	1.04%	2.52%	17.15%	11.14%	7.93%

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**WATER UTILITY
FUND 24
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 3,006,883
Projected FY2013 Revenues		
Local	\$ 387,500	
Other financing sources	<u> -</u>	
Total	\$ 387,500	
Projected FY2013 Expenses		<u>3,799,675</u>
Net Change		<u>(3,412,175)</u>
Projected Fund Balance 6/30/2013		\$ (405,292)
Projected FY2014 Revenues		
Local	\$ 387,500	
Other financing sources	<u>900,000</u>	
Total	\$ 1,287,500	
Projected FY2014 Expenses		<u>2,482,965</u>
Net Change		<u>(1,195,465)</u>
Projected Fund Balance 6/30/2014		<u>\$ (1,600,757)</u>

**WATER UTILITY
FUND 24**

This fund accounts for the revenues and expenses relating to the County's water distribution system that provided quality drinking water. This is accomplished through the divisions below. Individual division details follow this summary page.

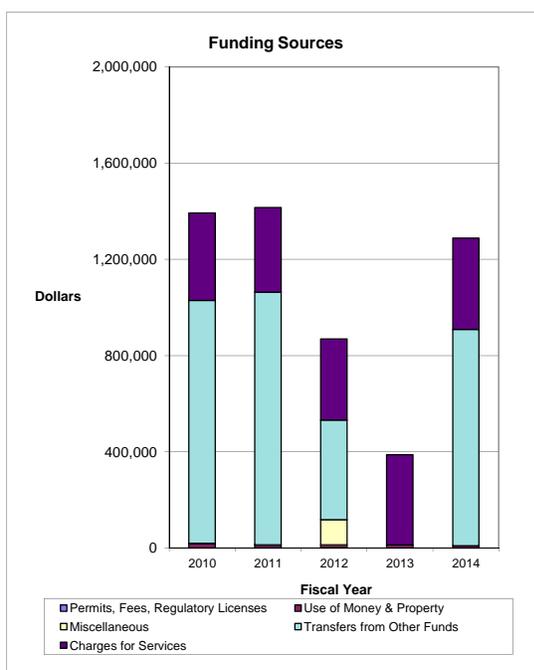
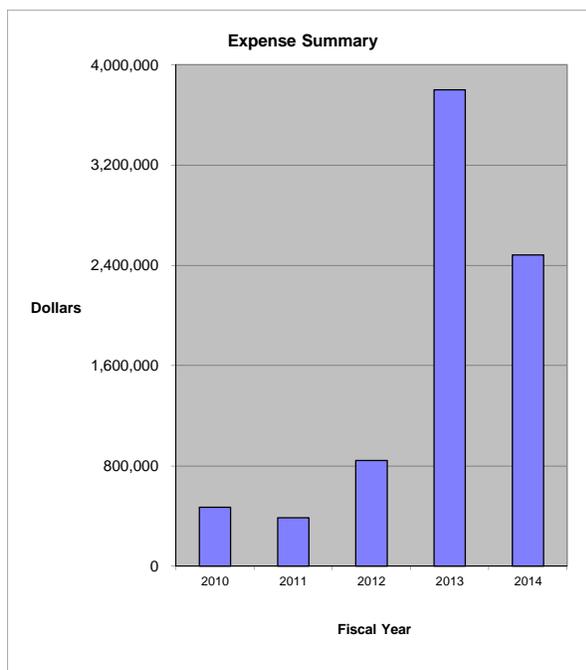
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Permits, Fees, Regulatory Licenses	\$ -	\$ -	\$ 900	\$ -	\$ -	\$ -	0.00%
Use of Money & Property	18,823	12,363	12,694	12,500	12,500	9,000	0.70%
Charges for Services	364,243	351,955	336,567	375,000	375,000	378,500	29.40%
Miscellaneous	240	542	103,779	-	-	-	0.00%
Non-Revenue Receipts	-	-	1,600	-	-	-	0.00%
Transfers from Other Funds	1,009,211	1,050,248	414,399	-	-	900,000	69.90%
Total Funding Sources	\$ 1,392,517	\$ 1,415,108	\$ 869,939	\$ 387,500	\$ 387,500	\$ 1,287,500	100.00%

							%Change Original 2013/ Adopted 2014
Expense by Activity							
Utility Operations	\$ 438,480	\$ 355,481	\$ 340,574	\$ 387,387	\$ 387,387	\$ 382,965	-1.14%
Utility Construction	32,872	30,403	503,893	-	3,412,288	2,100,000	100.00%
Total Expenses	\$ 471,352	\$ 385,884	\$ 844,467	\$ 387,387	\$ 3,799,675	\$ 2,482,965	540.95%

Expense by Category							
Personnel	\$ 80,110	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Operating	358,370	355,481	338,974	387,387	387,387	382,965	-1.14%
Capital	32,872	30,403	505,493	-	3,412,288	2,100,000	100.00%
Total Expenses	\$ 471,352	\$ 385,884	\$ 844,467	\$ 387,387	\$ 3,799,675	\$ 2,482,965	540.95%

Funded FTEs						
Management	0.10	-	-	-	-	-
Trades & Crafts	1.80	-	-	-	-	-
Total Funded FTEs	1.90	-	-	-	-	-

Key Service Indicators						
Water for resale (in gallons)	75,824,875	75,664,410	70,951,765	81,877,729	81,877,729	81,877,729
Number of projects	2	1	2	-	3	1



Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
WATER UTILITY FUND						
30313	Permits, Fees, Regulatory Licenses					
3160	\$ -	\$ -	\$ 900	\$ -	\$ -	\$ -
	<u>-</u>	<u>-</u>	<u>900</u>	<u>-</u>	<u>-</u>	<u>-</u>
30315	Use of Money & Property					
1010	18,823	12,363	12,694	12,500	12,500	9,000
	<u>18,823</u>	<u>12,363</u>	<u>12,694</u>	<u>12,500</u>	<u>12,500</u>	<u>9,000</u>
30316	Charges for Services					
5511	5,321	4,501	5,765	-	-	3,500
5530	46,590	926	5,000	-	-	-
5530-001	2,961	-	-	-	-	-
5890	-	(16)	-	-	-	-
6510	4,168	-	-	-	-	-
6540	305,203	346,544	325,802	375,000	375,000	375,000
	<u>364,243</u>	<u>351,955</u>	<u>336,567</u>	<u>375,000</u>	<u>375,000</u>	<u>378,500</u>
30318	Miscellaneous					
3010	240	542	3,304	-	-	-
9090	-	-	475	-	-	-
9093	-	-	100,000	-	-	-
	<u>240</u>	<u>542</u>	<u>103,779</u>	<u>-</u>	<u>-</u>	<u>-</u>
30341	Non-Revenue Receipts					
1010	-	-	1,600	-	-	-
	<u>-</u>	<u>-</u>	<u>1,600</u>	<u>-</u>	<u>-</u>	<u>-</u>
30351	Transfers from Other Funds					
1010	1,009,211	1,050,248	414,399	-	-	900,000
	<u>1,009,211</u>	<u>1,050,248</u>	<u>414,399</u>	<u>-</u>	<u>-</u>	<u>900,000</u>
Fund Total	<u>\$ 1,392,517</u>	<u>\$ 1,415,108</u>	<u>\$ 869,939</u>	<u>\$ 387,500</u>	<u>\$ 387,500</u>	<u>\$ 1,287,500</u>

- A Penalty and interest charged for late payments on sale of bulk water accounts.
- B Revenue for water purchased from Newport News Waterworks and billed to a second-party who supplies the water to various neighborhoods and subdivisions.
- C Transfer from the General Fund of a portion of the meals tax to support water projects.

Water Utility Fund
Utility Operations - Activity #24446

Mission

To adequately maintain the on-site main lines and fire hydrants in the Williamsburg Area By-Pass Road Water Service Area.

Goals

- The turn over to the City of Newport News-Newport News Waterworks for operation and maintenance has been completed.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Budget Comments - FY2014

Operating funding has been reduced based on trends.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 80,110	\$ -	\$ -	\$ -	\$ -	\$ -
Operating	358,370	355,481	338,974	387,387	387,387	382,965
Capital	-	-	1,600	-	-	-
Total Expenses	<u>\$ 438,480</u>	<u>\$ 355,481</u>	<u>\$ 340,574</u>	<u>\$ 387,387</u>	<u>\$ 387,387</u>	<u>\$ 382,965</u>
<u>Funded FTEs</u>						
Management	0.10	-	-	-	-	-
Trades & Crafts	1.80	-	-	-	-	-
Total Funded FTEs	<u>1.90</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Expenditures	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
WATER UTILITY FUND						
24446	Utility Operations					
Personnel Services						
1513 Middle management	\$ 6,267	\$ -	\$ -	\$ -	\$ -	\$ -
1515 Professional & technical salaries	14,773	-	-	-	-	-
1518 Trades & crafts	39,262	-	-	-	-	-
1595 Overtime	132	-	-	-	-	-
2100 FICA	4,219	-	-	-	-	-
2200 VRS	7,946	-	-	-	-	-
2300 Health care	7,163	-	-	-	-	-
2400 Group life insurance	348	-	-	-	-	-
Subtotal	<u>80,110</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contractual Services						
3310 Repairs & maintenance	-	45	-	500	500	300
3500 Printing & binding	240	-	-	-	-	-
3820 HRPDC-Wtr (FIN-H20)	5,865	5,865	5,887	5,887	5,887	2,665
3920 Misc contractual services	729	200	194	1,500	1,500	1,000
3930 Uniform support services	378	-	-	-	-	-
Subtotal	<u>7,212</u>	<u>6,110</u>	<u>6,081</u>	<u>7,887</u>	<u>7,887</u>	<u>3,965</u>
Internal Services						
4210 Vehicle maintenance	<u>5,885</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>5,885</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Charges						
5110 Electrical services	1,226	390	1,360	600	600	600
5131 Water for resale	328,833	340,981	321,488	375,000	375,000	375,000
5210 Postal/messenger service	251	-	-	-	-	-
5310 Property insurance	2,159	-	-	-	-	-
5360 Workers' compensation premiums	1,547	-	-	-	-	-
5810 Dues & memberships	297	-	-	-	-	-
5835 Fiscal agent fees	8,000	8,000	10,000	2,900	2,900	2,900
5875 Water purveyor fees	187	-	-	-	-	-
Subtotal	<u>342,500</u>	<u>349,371</u>	<u>332,848</u>	<u>378,500</u>	<u>378,500</u>	<u>378,500</u>
Materials & Supplies						
6010 Office supplies	658	-	-	-	-	-
6050 Housekeep & janitorial supplies	323	-	-	-	-	-
6070 Repair & maintenance supplies	1,474	-	45	1,000	1,000	500
6110 Uniforms & wearing apparel	25	-	-	-	-	-
6170 Computer mat/supplies	293	-	-	-	-	-
Subtotal	<u>2,773</u>	<u>-</u>	<u>45</u>	<u>1,000</u>	<u>1,000</u>	<u>500</u>
Capital Outlay						
8113 Equipment insurance recovery	-	-	1,600	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,600</u>	<u>-</u>	<u>-</u>	<u>-</u>
Activity Total	<u>\$ 438,480</u>	<u>\$ 355,481</u>	<u>\$ 340,574</u>	<u>\$ 387,387</u>	<u>\$ 387,387</u>	<u>\$ 382,965</u>
Personnel	\$ 80,110	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>358,370</u>	<u>355,481</u>	<u>340,574</u>	<u>387,387</u>	<u>387,387</u>	<u>382,965</u>
	<u>\$ 438,480</u>	<u>\$ 355,481</u>	<u>\$ 340,574</u>	<u>\$ 387,387</u>	<u>\$ 387,387</u>	<u>\$ 382,965</u>
	-16.43%	-18.93%	-4.19%	13.75%	13.75%	-1.14%

Water Utility Fund
Utility Construction - Activity #90912

Mission

To adequately maintain the on-site main lines and fire hydrants in the Williamsburg Area By-Pass Road Water Service Area.

Goals

- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Budget Comments - FY2014

Funding has been provided for the Newport News/Lightfoot extension project.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Capital	\$ 32,872	\$ 30,403	\$ 503,893	\$ -	\$ 3,412,288	\$ 2,100,000
Total Expenses	\$ 32,872	\$ 30,403	\$ 503,893	\$ -	\$ 3,412,288	\$ 2,100,000

Expenditures	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
WATER UTILITY FUND						
90912	Utility Construction					
Capital Outlay						
91435 Lightfoot	\$ 28,522	\$ -	\$ -	\$ -	\$ -	\$ -
91445 Burts Rd	-	-	-	-	692,448	-
91467 NNWW/Lightfoot Extension	4,350	-	8,723	-	2,534,666	2,100,000
91517 East Rochambeau	-	30,403	495,170	-	185,174	-
Activity Total	<u>\$ 32,872</u>	<u>\$ 30,403</u>	<u>\$ 503,893</u>	<u>\$ -</u>	<u>\$ 3,412,288</u>	<u>\$ 2,100,000</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>32,872</u>	<u>30,403</u>	<u>503,893</u>	<u>-</u>	<u>3,412,288</u>	<u>2,100,000</u>
	<u>\$ 32,872</u>	<u>\$ 30,403</u>	<u>\$ 503,893</u>	<u>\$ -</u>	<u>\$ 3,412,288</u>	<u>\$ 2,100,000</u>
	-93.15%	-7.51%	1557.38%	-100.00%	577.19%	100.00%

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**SEWER UTILITY
FUND 25
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 12,720,411
Projected FY2013 Revenues		
Local	\$ 9,007,811	
State and Federal	299,039	
Other financing sources	<u>2,080,000</u>	
Total		\$ 11,386,850
Projected FY2013 Expenses		<u>27,741,881</u>
Net Change		<u>(16,355,031)</u>
Projected Fund Balance 6/30/2013		\$ (3,634,620)
Projected FY2014 Revenues		
Local	\$ 10,300,651	
State and Federal	299,039	
Other financing sources	<u>1,300,000</u>	
Total		\$ 11,899,690
Projected FY2014 Expenses		<u>9,944,038</u>
Net Change		<u>1,955,652</u>
Projected Fund Balance 6/30/2014		<u>\$ (1,678,968)</u>

**SEWER UTILITY
FUND 25**

This fund accounts for the revenues and expenses relating to the County's sanitary sewer collection system. This is accomplished through the divisions below. Individual division details follow this summary page.

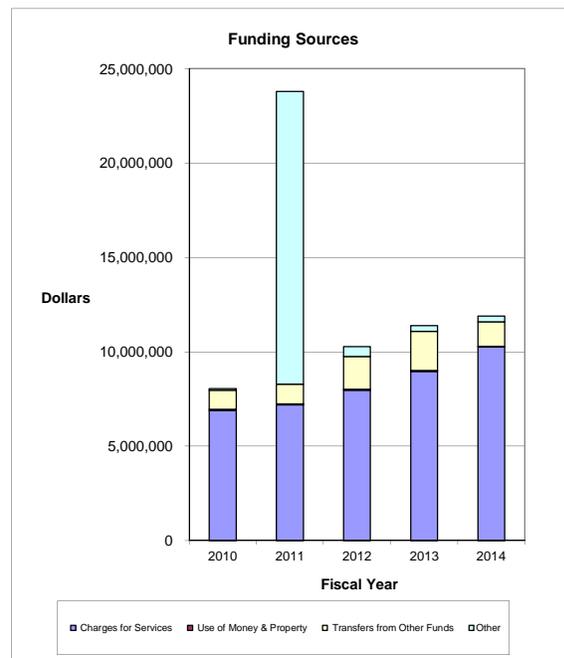
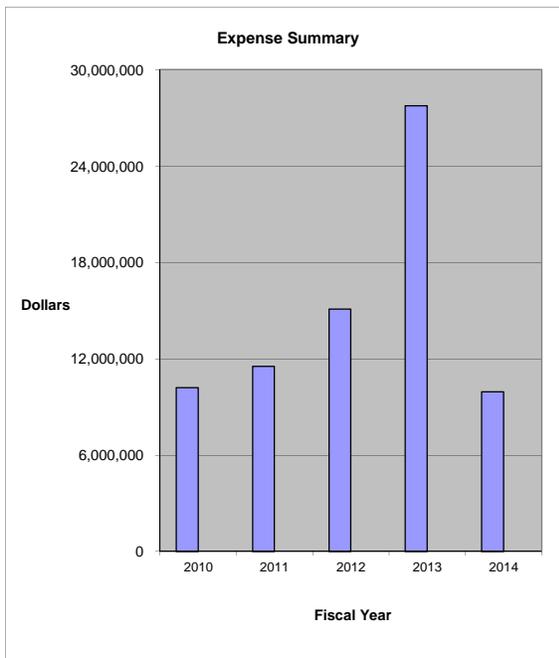
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Permits, Fees, Regulatory Licenses	\$ 5,493	\$ 22,399	\$ 10,665	\$ 30,000	\$ -	\$ -	0.00%
Use of Money & Property	76,370	46,210	52,563	40,000	40,000	40,000	0.34%
Charges for Services	6,879,550	7,187,182	7,968,491	8,935,311	8,965,311	10,258,151	86.21%
Miscellaneous	29,335	3,524	105,381	2,500	2,500	2,500	0.02%
Recovered Costs	2,200	-	-	-	-	-	0.00%
State Aid & Grants	-	-	22,358	-	-	-	-
Federal Aid & Grants	25,000	137,890	403,841	299,039	299,039	299,039	2.51%
Non-Revenue Receipts	14,147	15,350,447	-	-	-	-	0.00%
Transfers from Other Funds	1,010,127	1,050,248	1,734,227	2,080,000	2,080,000	1,300,000	10.92%
Total Funding Sources	\$ 8,042,222	\$ 23,797,900	\$ 10,297,526	\$ 11,386,850	\$ 11,386,850	\$ 11,899,690	100.00%

							%Change Original 2013/ Adopted 2014
Expense by Activity							
Utility Operations	\$ 3,530,289	\$ 3,604,829	\$ 3,484,429	\$ 4,012,581	\$ 4,017,863	\$ 4,051,439	0.97%
Engineering	1,495,905	1,546,379	1,614,940	1,756,070	1,782,790	1,740,719	-0.87%
Debt Service	1,008,858	1,758,351	2,057,389	2,060,251	2,060,251	2,051,880	-0.41%
Utility Construction	4,171,593	4,626,529	7,936,194	810,000	19,880,977	2,100,000	159.26%
Total Expenses	\$ 10,206,645	\$ 11,536,088	\$ 15,092,952	\$ 8,638,902	\$ 27,741,881	\$ 9,944,038	15.11%

Expense by Category							
Personnel	\$ 3,141,347	\$ 3,273,328	\$ 3,295,680	\$ 3,694,091	\$ 3,694,091	\$ 3,720,687	0.72%
Operating	2,842,613	3,554,978	3,833,947	4,096,711	4,101,993	4,091,851	-0.12%
Capital	4,222,685	4,707,782	7,963,325	848,100	19,945,797	2,131,500	151.33%
Total Expenses	\$ 10,206,645	\$ 11,536,088	\$ 15,092,952	\$ 8,638,902	\$ 27,741,881	\$ 9,944,038	15.11%

Funded FTEs						
Management	1.90	2.00	2.00	2.00	2.00	2.00
Professional/Technical	19.20	19.50	20.50	20.50	20.50	20.50
Admin/Clerical	1.25	1.25	1.25	1.25	1.25	1.25
Trades & Crafts	31.00	33.50	33.50	33.50	33.50	33.50
Total Funded FTEs	53.35	56.25	57.25	57.25	57.25	57.25

Key Service Indicators						
Number of residential & commercial customers	19,406	22,891	23,104	23,146	23,260	23,501
Pump, lift & vacuum stations	75	74	76	79	79	81
Force main, gravity sewer & vacuum miles	338	332	336	345	345	362
Manholes	5,196	5,773	5,831	5,890	5,890	6,008
Number of projects	6	9	11	-	11	1



Revenues		FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SEWER UTILITY FUND							
30313	Permits, Fees, Regulatory Licenses						
	3160 Sewer inspection fees	\$ 5,493	\$ 22,399	\$ 10,665	\$ 30,000	\$ -	\$ -
	Subtotal	5,493	22,399	10,665	30,000	-	-
30315	Use of Money & Property						
	1010 Interest on deposits	76,345	35,775	36,336	40,000	40,000	40,000
	1012 Connection Installment Agrm	-	-	4,065	-	-	-
	1015 Interest on \$8.75M Sewer	25	22	22	-	-	-
	1016 Interest on \$15.28M Sewer	-	10,312	11,960	-	-	-
	1016-001 Cost on issue interest	-	31	-	-	-	-
	1016-002 Reverse account interest	-	70	153	-	-	-
	1016-003 Interest on \$15.28M Sewer	-	-	27	-	-	-
	Subtotal	76,370	46,210	52,563	40,000	40,000	40,000
30316	Charges for Services						
	3160 Sewer inspection fees	-	-	-	-	30,000	12,000 A
	3520 Fire hydrant service	18,880	16,160	23,760	25,000	25,000	25,000 B
	5510 Sewer service	6,271,346	6,287,028	6,758,247	7,344,211	7,344,211	8,254,651 C
	5511 Penalty/interest	163,752	193,725	214,750	190,000	190,000	240,000 D
	5512 Cutoff/meter removal fees	33,225	36,254	36,834	35,000	35,000	35,000 E
	5530 Connection fees	249,975	235,811	84,000	250,000	250,000	200,000 F
	5530-001 Project connection fees	24,925	280,121	584,525	936,100	936,100	1,486,500 G
	5535 Vacuum subdivision conn	2,500	2,500	-	5,000	5,000	5,000 H
	5890 Bad debt	-	(1,266)	-	-	-	-
	8650 Sale of sewer regulations	-	50	-	-	-	-
	9999 Lightfoot force main-lease	114,947	136,799	266,375	150,000	150,000	-
	Subtotal	6,879,550	7,187,182	7,968,491	8,935,311	8,965,311	10,258,151
30318	Miscellaneous						
	3010 Prior year expense refund	246	1,314	1,738	-	-	-
	9080 Misc repairs/damages	27,289	-	-	-	-	-
	9090 Miscellaneous	1,800	2,210	3,643	2,500	2,500	2,500
	9090-001 Miscellaneous local-sales	-	-	-	-	-	-
	9093 E. Rochambeau contribution	-	-	100,000	-	-	-
	Subtotal	29,335	3,524	105,381	2,500	2,500	2,500
30319	Recovered Costs						
	8020 Easement-recovered cost	2,200	-	-	-	-	-
	Subtotal	2,200	-	-	-	-	-
30324	State Categorical Aid						
	8908-212 Hurricane Irene	-	-	22,358	-	-	-
	Subtotal	-	-	22,358	-	-	-
30333	Federal Aid & Grants						
	1001-300 Bld America Bonds Subsidy	-	137,890	299,039	299,039	299,039	299,039 I
	8110-300 ARRA-clean diesel backhoe	25,000	-	-	-	-	-
	8908-212 Hurricane Irene	-	-	104,802	-	-	-
	Subtotal	25,000	137,890	403,841	299,039	299,039	299,039
30341	Non-Revenue Receipts						
	1010 Insurance recovery	3,438	-	-	-	-	-
	1010-002 Ins recvry-2009 Nor'easter	10,709	-	-	-	-	-
	1300 Revenue bonds	-	15,280,000	-	-	-	-
	1301 Premium on bonds	-	63,447	-	-	-	-
	1302 Issuer equity contribution	-	7,000	-	-	-	-
	Subtotal	14,147	15,350,447	-	-	-	-
30351	Transfers from Other Funds						
	1010 General Fund	1,009,211	1,050,248	1,734,227	2,080,000	2,080,000	1,300,000 J
	1027 York Sanitary District #2	916	-	-	-	-	-
	Subtotal	1,010,127	1,050,248	1,734,227	2,080,000	2,080,000	1,300,000
	Fund Total	\$ 8,042,222	\$ 23,797,900	\$ 10,297,526	\$ 11,386,850	\$ 11,386,850	\$ 11,899,690

- A Revenue for inspections of sewer line installations.
- B Revenue collected for fire hydrants installed in new subdivisions and new construction.
- C Sewer services billed bi-monthly for residential and commercial users of the system. The bi-monthly fee for a single-family residential unit is projected to increase March 1, 2014 from \$44.00 to \$48.00. A ten-year cash flow model is reviewed bi-monthly, which incorporates new construction, sewer expansion connections and the overall affordability of operating and capital expenses. The County Ordinance is reviewed and updated at least every two years, to include rate and connection fee changes. The *Utilities Strategic Capital Plan* is the foundation that outlines the design and construction of new water and sewer systems that are planned throughout the County.
- D Penalty and interest charged for late payments on sewer accounts.
- E Revenue collected on delinquent accounts for water meter cutoff and removal.
- F Connection fees for new construction.
- G Connection fees for projects constructed by the County.
- H Connection fees for vacuum systems.
- I Federal support for the Build America Bonds issued for various sewer projects.
- J Transfer from the General Fund of a portion of the meals tax to support sewer projects.

Sewer Utility Fund
Utility Operations - Activity #25446

Mission

To provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system. Also, to ensure that our projects are constructed properly and in accordance with the approved plans providing operations and our customers with a reliable and safe utility.

Goals

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the Hampton Roads Regional Order by Consent with the Department of Environmental Quality addressing Sanitary Sewer Overflows, Capacity Management, Operations and Maintenance.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Implementation Strategies

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Continue to actively participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.
- Develop a Sanitary Sewer Model for our infrastructure to help define capacity issues and support HRSD's Regional Model required by the US Environmental Protection Agency.
- Continue to provide water and sewer systems that maintain a safe and healthy community.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. An increase in funding has been provided for vehicle maintenance, electricity and water and sewer services. Capital funding is programmed for the routine replacement of computers and equipment.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 1,821,113	\$ 1,912,844	\$ 1,859,638	\$ 2,141,530	\$ 2,141,530	\$ 2,156,111
Operating	1,679,875	1,631,828	1,612,606	1,859,051	1,864,333	1,880,328
Capital	29,301	60,157	12,185	12,000	12,000	15,000
Total Expenses	<u>\$ 3,530,289</u>	<u>\$ 3,604,829</u>	<u>\$ 3,484,429</u>	<u>\$ 4,012,581</u>	<u>\$ 4,017,863</u>	<u>\$ 4,051,439</u>
<u>Funded FTEs</u>						
Professional/Technical	4.50	4.50	4.50	4.50	4.50	4.50
Admin/Clerical	0.75	0.75	0.75	0.75	0.75	0.75
Trades & Crafts	31.00	33.50	33.50	33.50	33.50	33.50
Total Funded FTEs	<u>36.25</u>	<u>38.75</u>	<u>38.75</u>	<u>38.75</u>	<u>38.75</u>	<u>38.75</u>

Expenditures	FY2010 Actual Expense	FY2011 Actual Expense	FY2012 Actual Expense	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SEWER UTILITY FUND						
25446	Utility Operations					
Personnel Services						
1515 Professional & technical salaries	\$ 242,107	\$ 234,142	\$ 234,457	\$ 242,620	\$ 242,620	\$ 256,832
1516 Administration & clerical salaries	24,218	24,278	17,250	25,492	25,492	24,587
1518 Trades & crafts	1,046,643	1,094,377	1,033,670	1,201,880	1,201,880	1,167,351
1523 Reg PT trades & crafts	-	-	-	11,320	11,320	11,546
1533 As required- trades/crafts	-	4,825	10,553	-	-	-
1595 Overtime	45,031	43,300	41,165	43,500	43,500	43,500
1596 Holiday worked	1,419	998	749	1,500	1,500	1,500
1599 Other pay	20,210	22,802	20,130	25,000	25,000	25,000
1599-002 Service awards-Vteam	-	250	335	-	-	-
1599-003 Taxable fringe benefits	-	100	-	-	-	-
1599-003-001 Deduction-taxable fringe	-	(100)	-	-	-	-
1999-999-999-999 Charge out wages-grants	-	(250)	(335)	-	-	-
2100 FICA	102,608	105,189	99,633	118,675	118,675	117,069
2100-002 FICA-Service awards-Vteam	-	19	25	-	-	-
2100-003 FICA-Taxable fringe benefits	-	7	-	-	-	-
2200 VRS	176,713	190,992	181,706	174,488	174,488	171,969
2300 Health care	154,356	188,155	216,703	277,651	277,651	319,517
2400 Group life insurance	7,808	3,787	3,622	19,404	19,404	17,240
2999-999-999-999 Charge out fringes-grants	-	(27)	(25)	-	-	-
Subtotal	<u>1,821,113</u>	<u>1,912,844</u>	<u>1,859,638</u>	<u>2,141,530</u>	<u>2,141,530</u>	<u>2,156,111</u>
Contractual Services						
3110 Payment for medical services	332	1,707	2,497	1,800	1,800	1,800
3310 Repairs & maintenance	17,897	20,193	4,543	18,000	18,000	15,000
3320 Maintenance service contracts	11,985	9,377	24,644	40,000	40,000	41,600
3320-001 Maintenance svc contract-SCADA	-	-	-	117,547	117,547	117,547
3320-002 Programing-SCADA	-	-	9,322	-	-	-
3321-012 Custodial svcs	13,999	14,102	14,520	15,270	15,270	15,500
3322 Professional services	73,537	63,487	51,524	64,000	64,000	55,000
3392 Repair/maint-insurance recovery	-	868	-	-	-	-
3500 Printing & binding	14,458	13,167	14,217	15,515	15,515	15,515
3600 Advertising	-	-	206	-	-	-
3920 Misc contractual services	150,448	114,152	50,961	80,000	80,000	80,000
3930 Uniform support services	15,168	12,348	11,736	15,000	15,000	13,000
Subtotal	<u>297,824</u>	<u>249,401</u>	<u>184,170</u>	<u>367,132</u>	<u>367,132</u>	<u>354,962</u>
Internal Services						
4210 Vehicle maintenance	171,145	202,599	203,693	215,000	215,000	215,000
4211 Misc vehicle maintenance charges	33	-	-	-	-	-
4230 Maint non-fleet vehicle	60,477	67,681	83,747	78,000	78,000	88,000
4300 Central stores	-	71	119	-	-	-
Subtotal	<u>231,655</u>	<u>270,351</u>	<u>287,559</u>	<u>293,000</u>	<u>293,000</u>	<u>303,000</u>
Other Charges						
5110 Electrical services	255,831	207,582	237,780	250,000	252,449	265,000
5120 Heating services	1,624	567	206	2,000	2,000	1,000
5130 Water & sewer	498,585	500,601	507,436	510,000	510,000	516,000
5210 Postal/messenger service	37,306	37,439	31,068	40,225	40,225	40,225
5230 Telecommunications	14,565	11,232	14,026	17,000	17,000	15,500
5310 Property insurance	38,874	36,607	35,207	40,474	40,474	45,221
5350 Unemployment insurance claim	287	-	-	-	-	-
5360 Workers' compensation premiums	7,020	8,320	8,150	8,150	8,150	8,150
5510 Personnel development	8,177	8,788	3,524	7,000	7,000	7,000
5810 Dues & memberships	-	95	-	-	-	-
5828 Permit & licenses	3,200	420	1,530	-	-	-
5835 Fiscal agent fees	13,000	13,000	20,600	29,960	29,960	30,160
Subtotal	<u>878,469</u>	<u>824,651</u>	<u>859,527</u>	<u>904,809</u>	<u>907,258</u>	<u>928,256</u>
Materials & Supplies						
6010 Office supplies	2,569	2,920	2,854	3,000	3,000	3,000
6011 Photo supplies	482	-	-	-	-	-
6020 Food & food service supplies	-	327	-	-	-	-
6040 Medical/laboratory supply	2,441	1,853	1,723	2,000	2,000	1,800
6050 Housekeep & janitorial supplies	3,048	2,557	2,733	2,500	2,500	2,700
6070 Repair & maintenance supplies	144,145	147,686	156,810	160,000	162,833	160,000
6070-001 Odor control-Bioxide	93,676	104,586	79,588	100,000	100,000	100,000
6080 Fuel	6,072	6,336	7,338	7,500	7,500	7,500
6081 Lubricants	3,352	6,393	5,002	5,500	5,500	5,500
6090 Vehicle powered equip supplies	-	1,025	-	500	500	500
6092 Mat/sup-insurance recovery	341	-	-	-	-	-
6110 Uniforms & wearing apparel	144	2,531	2,558	1,000	1,000	2,000
6111 Protective clothing	9,042	6,723	8,008	9,000	9,000	8,000
6120 Books & subscriptions	174	131	291	200	200	200
6140 Other operating supplies	2,472	1,755	1,476	-	-	-
6170 Computer mat/supplies	2,158	925	718	900	900	900
6171 Small equipment	1,801	1,667	4,269	2,000	2,000	2,000
6172 Minor furnishings	-	-	148	-	-	-
Subtotal	<u>271,917</u>	<u>287,415</u>	<u>273,516</u>	<u>294,100</u>	<u>296,933</u>	<u>294,100</u>
Capital Outlay						
8110 Machinery/equipment	7,848	13,009	6,493	12,000	9,375	12,000
8150 Vehicles	-	33,001	1,485	-	2,625	-
8170 Data processing equipment	2,218	-	4,207	-	-	3,000
8170-001 IVR System	7,617	14,147	-	-	-	-
8170-011 OCE System	11,618	-	-	-	-	-
Subtotal	<u>29,301</u>	<u>60,157</u>	<u>12,185</u>	<u>12,000</u>	<u>12,000</u>	<u>15,000</u>
Grants & Donations						
8908-212 Hurricane Irene (nonpersonnel)	-	-	7,824	-	-	-
Subtotal	-	-	7,824	-	-	-
Transfers to Other Funds						
9216 York Sanitary District Fund	10	10	10	10	10	10
Subtotal	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>
Activity Total	<u>\$ 3,530,289</u>	<u>\$ 3,604,829</u>	<u>\$ 3,484,429</u>	<u>\$ 4,012,581</u>	<u>\$ 4,017,863</u>	<u>\$ 4,051,439</u>
Personnel	\$ 1,821,113	\$ 1,912,844	\$ 1,859,638	\$ 2,141,530	\$ 2,141,530	\$ 2,156,111
Non-personnel	1,709,176	1,691,985	1,624,791	1,871,051	1,876,333	1,895,328
	<u>\$ 3,530,289</u>	<u>\$ 3,604,829</u>	<u>\$ 3,484,429</u>	<u>\$ 4,012,581</u>	<u>\$ 4,017,863</u>	<u>\$ 4,051,439</u>
	3.10%	2.11%	-3.34%	15.16%	15.31%	0.97%

Sewer Utility Fund
Engineering - Activity #25447

Mission

To provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system. Also, to ensure that our projects are constructed properly and in accordance with the approved plans providing operations and our customers with a reliable and safe utility.

Goals

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the Hampton Roads Regional Order by Consent with the Department of Environmental Quality addressing Sanitary Sewer Overflows, Capacity Management, Operations and Maintenance.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Implementation Strategies

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Continue to actively participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.
- Develop a Sanitary Sewer Model for our infrastructure to help define capacity issues and support HRSD's Regional Model required by the US Environmental Protection Agency.
- Continue to provide water and sewer systems that maintain a safe and healthy community.

Budget Comments - FY2014

Funding for personnel reflects a 2% market adjustment, rate increases in health insurance and a rate reduction in group life insurance. Capital funding is programmed for surveying, to support the infrastructure management system and for the routine replacement of a computer.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ 1,320,234	\$ 1,360,484	\$ 1,436,042	\$ 1,552,561	\$ 1,552,561	\$ 1,564,576
Operating	153,880	164,799	163,952	177,409	177,409	159,643
Capital	21,791	21,096	14,946	26,100	52,820	16,500
Total Expenses	<u>\$ 1,495,905</u>	<u>\$ 1,546,379</u>	<u>\$ 1,614,940</u>	<u>\$ 1,756,070</u>	<u>\$ 1,782,790</u>	<u>\$ 1,740,719</u>
<u>Funded FTEs</u>						
Management	1.90	2.00	2.00	2.00	2.00	2.00
Professional/Technical	14.70	15.00	16.00	16.00	16.00	16.00
Admin/Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total Funded FTEs	<u>17.10</u>	<u>17.50</u>	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>

Expenditures	FY2010 Actual Expense	FY2011 Actual Expense	FY2012 Actual Expense	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
SEWER UTILITY FUND						
25447 Engineering						
Personnel Services						
1513 Middle management	\$ 161,172	\$ 167,519	\$ 172,258	\$ 170,613	\$ 170,613	\$ 174,025
1515 Professional & technical salaries	815,223	832,226	872,170	951,434	951,434	950,519
1516 Administrative & clerical salaries	15,188	15,228	8,200	15,989	15,989	14,895
1595 Overtime	15,239	9,083	23,624	17,300	17,300	25,000
1596 Holiday worked	1,232	851	1,234	1,200	1,200	1,200
1599-002 Service Awards Vteam	-	150	-	-	-	-
1599-003 Taxable fringe benefits	-	35	-	-	-	-
1599-003-001 Deduction-taxable fringe	-	(20)	-	-	-	-
1999-999-999-999 Charge out wages-grants	-	(165)	-	-	-	-
2100 FICA	74,292	75,270	79,347	88,475	88,475	89,173
2100-002 FICA-Service awards Vteam	-	11	-	-	-	-
2100-003 FICA-Taxable fringe benefits	-	3	-	-	-	-
2200 VRS	133,419	143,221	146,892	135,085	135,085	135,251
2300 Health care	98,555	114,245	129,404	157,443	157,443	160,954
2400 Group life insurance	5,914	2,840	2,913	15,022	15,022	13,559
2999-999-999-999 Charge out fringes-grants	-	(13)	-	-	-	-
Subtotal	<u>1,320,234</u>	<u>1,360,484</u>	<u>1,436,042</u>	<u>1,552,561</u>	<u>1,552,561</u>	<u>1,564,576</u>
Contractual Services						
3132 Data processing fees	-	-	275	-	-	-
3320 Maintenance service contracts	26,849	26,241	24,375	30,000	30,000	26,500
3500 Printing & binding	1,350	1,282	1,036	1,000	1,000	1,000
3600 Advertising	295	411	-	-	-	-
3820-001 HRPDC-Wastewater	3,186	3,186	5,972	5,972	5,972	6,322
3820-002 HRPDC-Reg Standards	2,029	2,029	2,095	2,095	2,095	2,111
3820-003 HRPDC-FOG Study	-	3,461	-	3,864	3,864	3,922
3920 Misc contractual services	49	-	-	-	-	-
3950 Miss Utilities	12,232	10,539	10,812	11,500	11,500	11,600
Subtotal	<u>45,990</u>	<u>47,149</u>	<u>44,565</u>	<u>54,431</u>	<u>54,431</u>	<u>51,455</u>
Internal Services						
4210 Vehicle maintenance	41,744	43,554	40,836	54,638	54,638	53,178
4300 Central store	259	-	180	-	-	-
Subtotal	<u>42,003</u>	<u>43,554</u>	<u>41,016</u>	<u>54,638</u>	<u>54,638</u>	<u>53,178</u>
Other Charges						
5130 Connection fee assistance	-	16,500	14,200	12,000	12,000	-
5210 Postal/messenger service	1,118	1,476	821	1,500	1,500	1,500
5230 Telecommunications	7,671	5,414	6,220	6,500	6,500	6,000
5360 Workers' compensation premiums	17,303	17,550	17,200	17,200	17,200	17,200
5510 Personnel development	6,052	3,680	4,221	6,000	6,000	6,000
5810 Dues & memberships	1,805	1,730	723	1,500	1,500	1,500
5828 Permits, fees & licenses	-	3,500	900	-	-	-
5835 Fiscal agent fees	13,000	13,000	20,600	13,140	13,140	12,960
5850 Mileage expenses	1,441	1,001	43	1,000	1,000	250
Subtotal	<u>48,390</u>	<u>63,851</u>	<u>64,928</u>	<u>58,840</u>	<u>58,840</u>	<u>45,410</u>
Materials & Supplies						
6010 Office supplies	6,118	4,982	6,651	5,000	5,000	5,500
6011 Photo supplies	1,427	265	-	250	250	-
6050 Housekeeping & janitorial supplies	40	18	-	-	-	-
6070 Repair & maintenance supplies	60	43	239	-	-	-
6110 Uniforms & wearing apparel	723	110	-	150	150	-
6111 Protective clothing	1,559	1,131	1,063	1,100	1,100	1,100
6120 Books & subscriptions	1,024	929	957	1,000	1,000	1,000
6140 Other operating supplies	544	1,195	1,962	1,200	1,200	1,200
6170 Computer mat/supplies	3,077	712	838	800	800	800
6172 Minor furnishings	2,925	860	533	-	-	-
Subtotal	<u>17,497</u>	<u>10,245</u>	<u>12,243</u>	<u>9,500</u>	<u>9,500</u>	<u>9,600</u>
Leases & Rentals						
7105 General equip rental	-	-	1,200	-	-	-
Subtotal	<u>-</u>	<u>-</u>	<u>1,200</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8051 Surveying-general	200	-	2,250	5,000	5,000	5,000
8110 Machinery/equipment	-	-	-	-	10,500	-
8110-001 Infrastructure management system	5,316	2,948	9,727	10,000	10,000	10,000
8120 Furniture/fixtures	-	7,505	-	-	-	-
8170 Data processing equipment	4,657	10,643	2,969	11,100	27,320	1,500
8170-011 OCE system	11,618	-	-	-	-	-
Subtotal	<u>21,791</u>	<u>21,096</u>	<u>14,946</u>	<u>26,100</u>	<u>52,820</u>	<u>16,500</u>
Activity Total	\$ 1,495,905	\$ 1,546,379	\$ 1,614,940	\$ 1,756,070	\$ 1,782,790	\$ 1,740,719
Personnel	\$ 1,320,234	\$ 1,360,484	\$ 1,436,042	\$ 1,552,561	\$ 1,552,561	\$ 1,564,576
Non-personnel	175,671	185,895	178,898	203,509	230,229	176,143
	<u>\$ 1,495,905</u>	<u>\$ 1,546,379</u>	<u>\$ 1,614,940</u>	<u>\$ 1,756,070</u>	<u>\$ 1,782,790</u>	<u>\$ 1,740,719</u>
	22.58%	3.37%	4.43%	8.74%	10.39%	-0.87%

Sewer Utility Fund
Debt Service - Activity #25448

Budget Comments - FY2014

Funding is programmed for the payment of principal, interest and fees on outstanding debt.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Operating	\$ 1,008,858	\$ 1,758,351	\$ 2,057,389	\$ 2,060,251	\$ 2,060,251	\$ 2,051,880
Total Expenses	\$ 1,008,858	\$ 1,758,351	\$ 2,057,389	\$ 2,060,251	\$ 2,060,251	\$ 2,051,880

Expenditures	FY2010 Actual <u>Expense</u>	FY2011 Actual <u>Expense</u>	FY2012 Actual <u>Expense</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SEWER UTILITY FUND						
25448	Debt Service					
Debt Service						
8099 Issue costs	\$ -	\$ 214,233	\$ -	\$ -	\$ -	\$ -
8099-004 Issue costs-underwr discount	-	107,629	-	-	-	-
9110 Principal-Lackey	11,520	12,103	12,715	13,359	13,359	14,035
9120 Interest-Lackey	23,904	23,321	22,709	22,065	22,065	21,389
9130-001 Principal-2005 Sewer Bonds	290,000	300,000	305,000	320,000	320,000	325,000
9140-001 Interest-2005 Sewer Bonds	339,454	330,754	321,004	311,092	311,092	300,532
9145-001 Other debt service-2005	2,155	2,155	2,226	2,500	2,500	2,500
9151 Interest-2010 Sewer Bonds	-	428,331	928,910	926,410	926,410	923,598
9152 Principal-2010 Sewer Bonds	-	-	125,000	125,000	125,000	125,000
9155 Other debt service-2010	4,000	2,000	2,000	2,000	2,000	2,000
9160 Principal-SCADA	259,326	269,310	279,679	290,446	290,446	301,629
9161 Interest-SCADA	78,499	68,515	58,146	47,379	47,379	36,197
Activity Total	<u>\$ 1,008,858</u>	<u>\$ 1,758,351</u>	<u>\$ 2,057,389</u>	<u>\$ 2,060,251</u>	<u>\$ 2,060,251</u>	<u>\$ 2,051,880</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,008,858</u>	<u>1,758,351</u>	<u>2,057,389</u>	<u>2,060,251</u>	<u>2,060,251</u>	<u>2,051,880</u>
	51.02%	74.29%	17.01%	0.14%	0.14%	-0.41%

Sewer Utility Fund
Utility Construction - Activity #90912

Mission

To provide exceptional customer service while protecting the environment by designing and operating a dependable sanitary sewer collection system. Also, to ensure that our projects are constructed properly and in accordance with the approved plans providing operations and our customers with a reliable and safe utility.

Goals

- Develop a cost accounting system for operations to better define the operational cost of each station, gravity systems vs. vacuum systems and the underground maintenance section.
- Keep up with the regulatory environment and the Hampton Roads Regional Order by Consent with the Department of Environmental Quality addressing Sanitary Sewer Overflows, Capacity Management, Operations and Maintenance.
- To effectively manage projects so that the projects are completed on time and within budget.
- Review the design of proposed extensions for the constructability and cost.

Implementation Strategies

- Develop an inventory and cost of the materials routinely used in operations and utilizes the Hansen Work Management Software to track and report.
- Continue to actively participate with the Hampton Roads Planning District Commission (HRPDC) and attend technical programs and seminars offered.
- Develop a Sanitary Sewer Model for our infrastructure to help define capacity issues and support HRSD's Regional Model required by the US Environmental Protection Agency.
- Continue to provide water and sewer systems that maintain a safe and healthy community.

Budget Comments - FY2014

Funding has been provided for the continuation of sewer line rehabilitation, pump station rehabilitation and the Moore's Creek sewer project.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Capital	\$ 4,171,593	\$ 4,626,529	\$ 7,936,194	\$ 810,000	\$ 19,880,977	\$ 2,100,000
Total Expenses	\$ 4,171,593	\$ 4,626,529	\$ 7,936,194	\$ 810,000	\$ 19,880,977	\$ 2,100,000

Expenditures	FY2010 Actual <u>Expense</u>	FY2011 Actual <u>Expense</u>	FY2012 Actual <u>Expense</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
SEWER UTILITY FUND						
90912	Utility Construction					
Capital Outlay						
8110 Machinery/equipment	\$ 106,635	\$ 4,521	\$ -	\$ 160,000	\$ 160,000	\$ -
8180 Building & grounds	9,971	-	-	-	-	-
91482 Falcon/Loblolly	142,020	367,766	1,802,278	-	23	-
91496 Darby/Firby	146,746	108,126	1,845,954	-	619,634	-
91499 Queens Lake	2,055,782	1,616,180	1,567,904	-	7,813,752	-
91501 Waterview Road	-	106,072	362,794	-	3,828,585	-
91502 York Point	990,753	1,089,077	45,653	-	-	-
91504 Hornsbyville Area	-	-	91,807	-	-	-
91505 Carver Place	-	-	-	-	103,999	-
91506 Old Wormley Creek	-	173,267	197,483	-	3,679,250	-
91507 Wolftrap Sewer	6,730	-	9,570	-	786,134	-
91508 Acree Acres	-	-	-	-	200,000	-
91509 Oak-Dogwood	-	47,197	506,084	-	325,241	-
91510 Moores Creek	-	23,914	8,693	-	367,393	800,000
91517 East Rochambeau	438	30,525	268,897	-	246,022	-
98170 Infrastructure Management System	6,648	11,920	3,558	-	226,281	-
98500 Sewer line rehabilitation	256,003	660,997	706,956	375,000	452,238	800,000
98502 Pump station rehabilitation	449,867	386,967	429,285	275,000	822,425	500,000
98505 Vactor combo unit replacement	-	-	-	-	250,000	-
98507 Tandem dump truck	-	-	89,278	-	-	-
Activity Total	<u>\$ 4,171,593</u>	<u>\$ 4,626,529</u>	<u>\$ 7,936,194</u>	<u>\$ 810,000</u>	<u>\$ 19,880,977</u>	<u>\$ 2,100,000</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>4,171,593</u>	<u>4,626,529</u>	<u>7,936,194</u>	<u>810,000</u>	<u>19,880,977</u>	<u>2,100,000</u>
	288.81%	10.91%	71.54%	-89.79%	150.51%	159.26%

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**YORKTOWN OPERATIONS FUND
FUND 28
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 15,686
Projected FY2013 Revenues		
Local	\$ 105,301	
Projected FY2013 Expenses	<u>123,550</u>	
Net Change		<u>(18,249)</u>
Projected Fund Balance 6/30/2013		\$ (2,563)
Projected FY2014 Revenues		
Local	\$ 99,101	
Projected FY2014 Expenses	<u>95,818</u>	
Net Change		<u>3,283</u>
Projected Fund Balance 6/30/2014		<u><u>\$ 720</u></u>

**YORKTOWN OPERATIONS FUND
FUND 28**

This fund accounts for the dockmaster operations for the waterfront piers and the net rent payments from the Economic Development Authority for the tenant operations at Riverwalk Landing. This is accomplished through the divisions below. Individual division details follow this summary page.

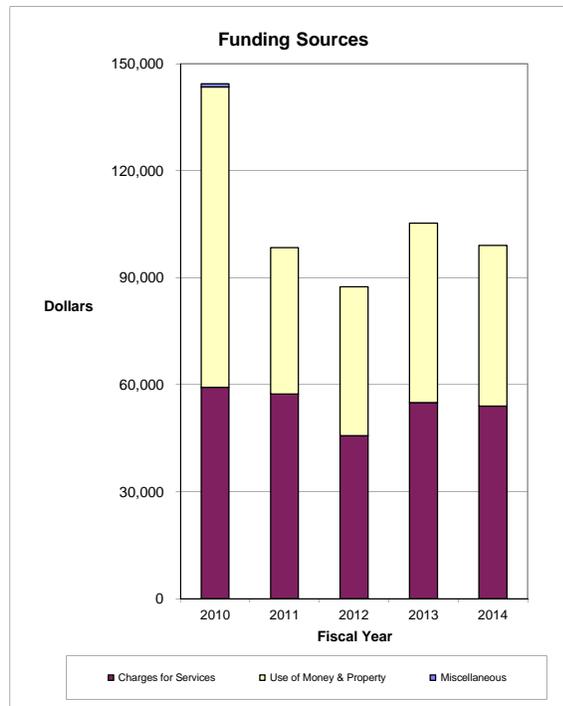
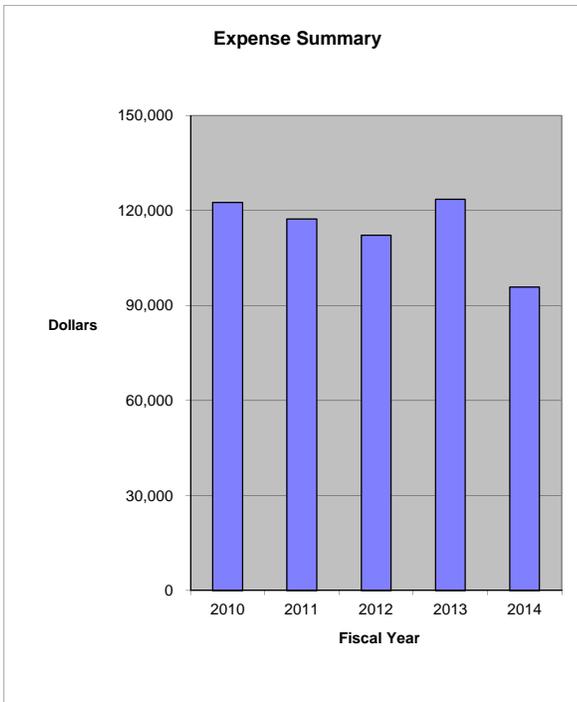
	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 84,293	\$ 41,084	\$ 41,791	\$ 50,301	\$ 50,301	\$ 45,101	45.51%
Charges for Services	59,246	57,378	45,679	55,000	55,000	54,000	54.49%
Miscellaneous	876	-	-	-	-	-	0.00%
Total Funding Sources	\$ 144,415	\$ 98,462	\$ 87,470	\$ 105,301	\$ 105,301	\$ 99,101	100.00%

							%Change Original 2013/ Adopted 2014
Expense by Activity							
Dockmaster	\$ 102,536	\$ 97,368	\$ 92,258	\$ 103,550	\$ 103,550	\$ 75,818	-26.78%
Riverwalk Landing Retail Merchant Association	20,000	20,000	20,000	20,000	20,000	20,000	0.00%
Total Expenses	\$ 122,536	\$ 117,368	\$ 112,258	\$ 123,550	\$ 123,550	\$ 95,818	-22.45%

Expense by Category							
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,168	100.00%
Operating	122,536	117,368	112,258	122,050	122,050	41,650	-65.87%
Capital	-	-	-	1,500	1,500	-	-100.00%
Total Expenses	\$ 122,536	\$ 117,368	\$ 112,258	\$ 123,550	\$ 123,550	\$ 95,818	-22.45%

Funded FTEs						
Professional/Technical	-	-	-	-	-	0.30
Total Funded FTEs	-	-	-	-	-	0.30

Key Service Indicators						
Number of overnight stays	403	347	283	500	500	425
Number of hourly dockings	908	860	652	950	950	850
Number of cruise ship dockings	14	17	14	20	20	15
Number of retail stores	11	11	11	11	11	11



Revenues	FY2010 Actual Revenues	FY2011 Actual Revenues	FY2012 Actual Revenues	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
YORKTOWN OPERATIONS FUND						
30315	Use of Money & Property					
1010 Interest on deposits	\$ 1,704	\$ 543	\$ 117	\$ 200	\$ 200	\$ 100
2010 Rents	82,488	40,440	41,573	50,000	50,000	45,000 A
2010-005 Freight Shed ground lease	100	100	100	100	100	-
2010-006 Riverwalk land lease from EDA	1	1	1	1	1	1
Subtotal	<u>84,293</u>	<u>41,084</u>	<u>41,791</u>	<u>50,301</u>	<u>50,301</u>	<u>45,101</u>
30316	Charges for Services					
8040 Docking fees	<u>59,246</u>	<u>57,378</u>	<u>45,679</u>	<u>55,000</u>	<u>55,000</u>	<u>54,000</u> B
Subtotal	<u>59,246</u>	<u>57,378</u>	<u>45,679</u>	<u>55,000</u>	<u>55,000</u>	<u>54,000</u>
30318	Miscellaneous					
3010 Prior year expense refund	<u>876</u>	-	-	-	-	-
Subtotal	<u>876</u>	-	-	-	-	-
Fund Total	<u>\$ 144,415</u>	<u>\$ 98,462</u>	<u>\$ 87,470</u>	<u>\$ 105,301</u>	<u>\$ 105,301</u>	<u>\$ 99,101</u>

A Net rent (rental income less expenses) collected from the tenant operations at Riverwalk Landing.

B Revenue collected from the dock operations at the waterfront piers.

**Yorktown Operations Fund
Dockmaster - Activity #28700**

Mission

To support boating visitors at Yorktown's Riverwalk Landing Piers by providing them with a first class, professionally run maritime facility offering exceptional customer service. Our aim is that they have a safe and enjoyable stay, and that their experience be so positive that they will want to return to Yorktown with family and friends again and again. For residents, this all serves to enhance quality of life by providing a pleasurable gathering place where citizens can experience the sense of "community" together. For out-of-town visitors and tourists, this all helps to orient and make them aware of the many opportunities in historic Yorktown, with its beautiful natural setting, charm, and many diverse businesses.

Goals

- Effectively communicate with resident and non-resident boat owners and commercial cruise lines and passengers about the docking facilities available to them at Yorktown's Riverwalk Landing Piers.
- Attract and educate residents, out-of-town visitors and tourists about the many opportunities for recreation, leisure, shopping, dining, special events and learning about our nation's history that are uniquely "Yorktown."
- Strive to maintain Yorktown's ambience and cleanliness, and serve to supplement, not compete with, local marinas and docking facilities.
- Closely monitor the use of the piers in order to evaluate their effectiveness and/or make improvements.
- Direct planning efforts so that current levels of service at the piers can be maintained in the future as the County's population and its visitation continue to increase.

Implementation Strategies

- Conduct a thorough annual review of the program to update standard operating procedures and develop strategies to implement improvements in service delivery and facilities.
- Proactively solicit customer feedback concerning patrons' docking experience at the piers.
- Perform updated benchmarking of fees and services at area marinas and docking facilities to ensure that the docking operations are still suitably priced so as not to compete with them.
- Enhance web-site coverage of the Riverwalk Landing Piers to increase overall visibility and to further publicize the attractiveness of Yorktown as a tourist destination.

Budget Comments - FY2014

The docking operations have been brought in-house and funding has been adjusted accordingly.

	FY2010 Actual <u>Amount</u>	FY2011 Actual <u>Amount</u>	FY2012 Actual <u>Amount</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
<u>Expense By Category</u>						
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,168
Operating	102,536	97,368	92,258	102,050	102,050	21,650
Capital	-	-	-	1,500	1,500	-
Total Expenses	<u>\$ 102,536</u>	<u>\$ 97,368</u>	<u>\$ 92,258</u>	<u>\$ 103,550</u>	<u>\$ 103,550</u>	<u>\$ 75,818</u>
<u>Funded FTEs</u>						
Professional/Technical	-	-	-	-	-	0.30
Total Funded FTEs	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.30</u>

Expenses	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
YORKTOWN OPERATIONS FUND						
28700 Dockmaster						
Personnel Services						
1515 Professional & technical salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,445
1533 As required-trades/crafts	-	-	-	-	-	35,500
2100 FICA	-	-	-	-	-	3,517
2200 VRS	-	-	-	-	-	1,240
2300 Health care	-	-	-	-	-	3,342
2400 Group life insurance	-	-	-	-	-	124
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>54,168</u>
Contractual Services						
3310 Repairs & maintenance	-	-	-	-	-	500
3392 Repairs & maintenance- insurance	-	2,500	-	-	-	-
3500 Printing & binding	223	223	-	200	200	300
3600 Advertising	7,399	7,410	6,668	7,400	7,400	7,000
3920 Misc contractual services	89,214	74,418	72,766	79,500	79,500	-
3920-001 Management fee	-	8,607	6,852	8,250	8,250	-
3922 Credit card fees	1,871	820	729	1,500	1,500	1,000
Subtotal	<u>98,707</u>	<u>93,978</u>	<u>87,015</u>	<u>96,850</u>	<u>96,850</u>	<u>8,800</u>
Other Charges						
5210 Postage	418	335	330	400	400	150
5230 Telecommunications	683	643	668	700	700	700
5310 Property insurance	-	-	-	-	-	7,200
5360 Workers' compensation premiums	-	-	-	-	-	1,000
5510 Personnel development	-	-	-	500	500	500
Subtotal	<u>1,101</u>	<u>978</u>	<u>998</u>	<u>1,600</u>	<u>1,600</u>	<u>9,550</u>
Materials & Supplies						
6010 Office supplies	763	588	558	750	750	200
6020 Food & food service supplies	-	128	83	150	150	-
6075 Sign materials & supplies	13	-	450	-	-	-
6110 Uniforms/wearing apparel	421	500	-	500	500	500
6140 Other operating supplies	1,398	681	2,829	2,200	2,200	2,500
6170 Computer material/supplies	-	125	-	-	-	100
6171 Small equipment	91	369	181	-	-	-
6172 Minor furnishings	42	21	144	-	-	-
Subtotal	<u>2,728</u>	<u>2,412</u>	<u>4,245</u>	<u>3,600</u>	<u>3,600</u>	<u>3,300</u>
Capital Outlay						
8170 Data processing equipment	-	-	-	1,500	1,500	-
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>1,500</u>	<u>-</u>
Activity Total	<u>\$ 102,536</u>	<u>\$ 97,368</u>	<u>\$ 92,258</u>	<u>\$ 103,550</u>	<u>\$ 103,550</u>	<u>\$ 75,818</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,168
Non-personnel	<u>102,536</u>	<u>97,368</u>	<u>92,258</u>	<u>103,550</u>	<u>103,550</u>	<u>21,650</u>
	<u>\$ 102,536</u>	<u>\$ 97,368</u>	<u>\$ 92,258</u>	<u>\$ 103,550</u>	<u>\$ 103,550</u>	<u>\$ 75,818</u>
	-12.98%	-5.04%	-5.25%	12.24%	12.24%	-26.78%

Yorktown Operations Fund
Riverwalk Landing Retail Merchants Association - Activity #28920

Budget Comments - FY2014

Funding is provided for dues payment to the Riverwalk Landing Retail Merchants Association.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Operating	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Total Expenses	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
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YORKTOWN OPERATIONS FUND

28920 Riverwalk Landing Retail Merchant Association

Other Charges

5910-017 Marketing-RWL Retail Merch Assoc	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Activity Total	<u>\$ 20,000</u>					
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
	<u>\$ 20,000</u>					
	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

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**REGIONAL RADIO PROJECT
FUND 30
FUND BALANCE SUMMARY FISCAL YEARS 2013 - 2014**

Beginning Fund Balance 7/1/2012		\$ 584,702
Projected FY2013 Revenues		
Local	\$ 3,090,958	
Projected FY2013 Expenses	<u>3,675,660</u>	
Net Change		<u>(584,702)</u>
Projected Fund Balance 6/30/2013		\$ -
Projected FY2014 Revenues		
Local	\$ 1,586,278	
Other financing sources	<u>1,010,685</u>	
Total	\$ 2,596,963	
Projected FY2014 Expenses	<u>2,596,963</u>	
Net Change		<u>-</u>
Projected Fund Balance 6/30/2014		<u>\$ -</u>

**REGIONAL RADIO PROJECT
FUND 30**

The Counties of York, James City and Gloucester have partnered together and entered into a Memorandum of Understanding for the operation, oversight and management of a joint public safety/public service radio communication system. This fund accounts for the revenues and expenses relating to the regional radio programs. This is accomplished through the divisions below. Individual division details follow this summary page.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget	% of Total FY2014 Funding Sources
Funding Sources							
Use of Money & Property	\$ 148,680	\$ 136,829	\$ 132,476	\$ 134,020	\$ 134,020	\$ 136,620	5.26%
Miscellaneous	810,473	3,075,957	1,284,196	1,320,342	2,003,990	1,422,734	54.78%
Recovered Costs	-	-	13,102	-	26,204	26,924	1.04%
Transfers from Other Funds	698,302	827,544	891,099	926,744	926,744	1,010,685	38.92%
Total Funding Sources	\$ 1,657,455	\$ 4,040,330	\$ 2,320,873	\$ 2,381,106	\$ 3,090,958	\$ 2,596,963	100.00%

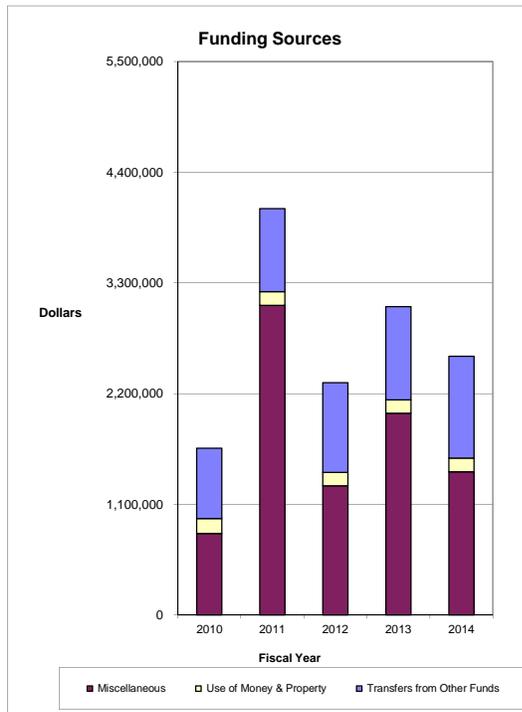
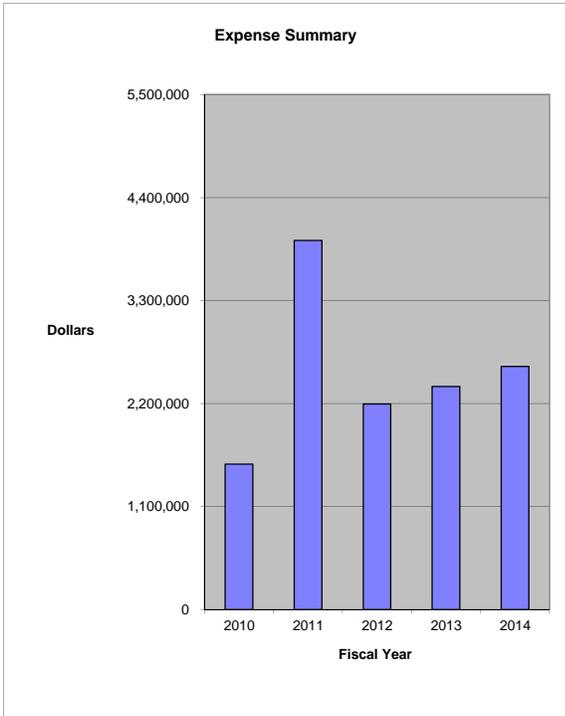
							%Change Original 2013/ Adopted 2014
Expense by Activity							
Regional Radio Operations	\$ 1,515,737	\$ 1,771,287	\$ 2,024,522	\$ 2,381,106	\$ 2,992,012	\$ 2,596,963	9.07%
Rebanding	38,338	2,171,096	169,189	-	683,648	-	0.00%
Total Expenses	\$ 1,554,075	\$ 3,942,383	\$ 2,193,711	\$ 2,381,106	\$ 3,675,660	\$ 2,596,963	9.07%

Expense by Category							
Operating	\$ 1,479,080	\$ 1,773,267	\$ 2,192,599	\$ 2,371,106	\$ 3,056,708	\$ 2,586,963	9.10%
Capital	74,995	2,169,116	1,112	10,000	618,952	10,000	0.00%
Total Expenses	\$ 1,554,075	\$ 3,942,383	\$ 2,193,711	\$ 2,381,106	\$ 3,675,660	\$ 2,596,963	9.07%

Key Service Indicators

Number of communication towers/buildings	14	14	14	19	19	19
Preventative maintenance inspections & repairs	28	28	28	33	33	38
Number of radio subscribers on the system	3,168	3,200	3,250	3,300	3,300	3,300
Number of services provided to antennas	283	300	325	450	450	450
Number of tower climbs	18	24	25	30	30	38
Number of tower top amplifiers	28	28	28	33	33	33
Number of tower lights	126	126	126	170	170	170
Number of base stations	280	280	280	285	285	285
Calls for service to radio system	1,492	1,500	1,419	1,808	1,808	1,808

* Data not available.



Revenues	FY2010 Actual <u>Revenues</u>	FY2011 Actual <u>Revenues</u>	FY2012 Actual <u>Revenues</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>	
REGIONAL RADIO PROJECT FUND							
30315	Use of Money & Property						
1010	Interest on deposits	\$ 17,660	\$ 5,809	\$ 1,456	\$ 3,000	\$ 3,000	\$ 2,000
3325-001	Air time usage-William & Mary	40,000	40,000	40,000	40,000	40,000	40,000 A
3325-002	Air time usage-Williamsburg	75,000	75,000	75,000	75,000	75,000	75,000 A
3325-003	Air time usage-National Park Svc	9,000	9,000	9,000	9,000	9,000	9,000 A
3325-004	Air time usage-Kingsmill	4,320	4,320	4,320	4,320	4,320	4,320 A
3325-007	Air time usage-Eastern State	2,700	2,700	2,700	2,700	2,700	2,700 A
3325-008	Air time usage-Coast Guard	-	-	-	-	-	3,600 A
	Subtotal	<u>148,680</u>	<u>136,829</u>	<u>132,476</u>	<u>134,020</u>	<u>134,020</u>	<u>136,620</u>
30318	Miscellaneous						
3326-002	Reimb for maint-Williamsburg	32,472	32,472	34,450	35,800	35,800	38,300 B
3326-005	Reimb for maint-Poquoson	2,025	2,025	2,130	2,215	2,215	2,370 B
3326-008	Reimb for maint-Gloucester	39,336	22,946	167,456	334,913	334,913	350,116 B
3326-009	Reimb for maint-James City County	698,302	827,546	891,099	926,744	926,744	1,010,685 B
3326-010	Reimb for maint-HERSA	-	19,872	19,872	20,670	20,670	21,263 B
9090-001	Frequency reconfiguration	<u>38,338</u>	<u>2,171,096</u>	<u>169,189</u>	<u>-</u>	<u>683,648</u>	<u>-</u>
	Subtotal	<u>810,473</u>	<u>3,075,957</u>	<u>1,284,196</u>	<u>1,320,342</u>	<u>2,003,990</u>	<u>1,422,734</u>
30319	Local Recovered Costs						
3000	Gloucester-Ops Cost Sharing	-	-	13,102	-	26,204	26,924 C
	Subtotal	<u>-</u>	<u>-</u>	<u>13,102</u>	<u>-</u>	<u>26,204</u>	<u>26,924</u>
30351	Transfers from Other Funds						
1010	General Fund	<u>698,302</u>	<u>827,544</u>	<u>891,099</u>	<u>926,744</u>	<u>926,744</u>	<u>1,010,685</u> D
	Subtotal	<u>698,302</u>	<u>827,544</u>	<u>891,099</u>	<u>926,744</u>	<u>926,744</u>	<u>1,010,685</u>
	Fund Total	<u>\$ 1,657,455</u>	<u>\$ 4,040,330</u>	<u>\$ 2,320,873</u>	<u>\$ 2,381,106</u>	<u>\$ 3,090,958</u>	<u>\$ 2,596,963</u>

A Airtime usage from other agencies for the use of the regional radio system.

B Reimbursement for the maintenance of the regional radio system.

C Gloucester's share of the operating costs of the regional radio system, based on the air-time usage revenue.

D Transfer from the General Fund for York's share of the maintenance contract for the regional radio system.

Regional Radio Project
Regional Radio Operations - Activity #78496

Mission

Support the mission-critical needs of our individual and collective public safety and public service personnel, and citizens' property and business interests by providing one communication system that will deliver regional-wide interoperability, enabling seamless sharing of voice and data traffic. Revenues collected from tenants on the system for airtime usage are deposited to this fund and available to offset the operational costs of the system, or returned to members.

Goals

- Implement an 800 MHz simulcast trunk system, based on Project 25 interoperability standards that will offer both analog and digital service coverage.
- Provide sufficient radio coverage and improve in-building communications.
- Provide more channel capacity and spectrum.
- Provide day-to-day interoperability.
- Combined common infrastructure will provide back-up 9-1-1 systems.
- Expand to a regional system allowing other tenants to utilize the system.
- Utilize the system in accordance with the rules and regulations of the FCC and the Commonwealth of Virginia.
- Operate the system in a professional manner and improve mutual aid for regional agencies.
- Maintain all sites and towers within the communication system including generators and fuel, grounds maintenance, tower lights, amplifiers and antennas.

Implementation Strategies

- Formed regional purchasing cooperative.
- Formed Policy Team by member agencies.
- Implement an 800 MHz single integrated simulcast system with 20-channel.
- Develop a state of the art looped microwave network.
- Install an emergency communications management solution.
- Provide system enhancements.
- Expand the regional system by allowing other tenants to join the regional radio system.
- Share costs for maintenance of the system.

Budget Comments - FY2014

The radio maintenance contract is programmed at a 7% increase and the County's portion is transferred from the General Fund, Radio Maintenance activity #30357.

	FY2010 Actual Amount	FY2011 Actual Amount	FY2012 Actual Amount	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
<u>Expense By Category</u>						
Operating	\$ 1,470,737	\$ 1,771,287	\$ 2,023,410	\$ 2,371,106	\$ 2,982,012	\$ 2,586,963
Capital	45,000	-	1,112	10,000	10,000	10,000
Total Expenses	\$ 1,515,737	\$ 1,771,287	\$ 2,024,522	\$ 2,381,106	\$ 2,992,012	\$ 2,596,963

Expenses	FY2010 Actual Expenses	FY2011 Actual Expenses	FY2012 Actual Expenses	FY2013 Original Budget	FY2013 Estimated Budget	FY2014 Adopted Budget
REGIONAL RADIO PROJECT FUND						
78496	Regional Radio Operations					
Contractual Services						
3130 Consulting services	\$ -	\$ 1,755	\$ -	\$ -	\$ -	\$ -
3310 Repairs & maintenance	-	-	-	10,000	10,000	-
3320-003 Maint svc contracts-INFOR	-	6,179	-	-	-	-
3324-001 Repairs & maintenance-towers	19,456	15,997	23,096	25,000	25,000	45,000
3324-002 Repairs & maintenance-grounds	9,310	-	-	9,300	9,300	9,300
3324-003 Repairs & maintenance-buildings	-	27,095	-	-	-	-
3326 York radio maintenance contract	701,002	827,544	891,099	926,744	926,744	1,010,685
3326-008 Gloucester radio maintenance contract	-	-	167,456	334,913	334,913	350,116
3326-009 JCC radio maintenance contract	701,002	827,544	891,099	926,744	926,744	1,010,685
3326-010 HERSA maintenance contr-radio system	-	19,872	19,872	20,670	20,670	21,263
3920 Misc contractual services	9,930	23,342	13,067	25,000	26,765	25,000
Subtotal	<u>1,440,700</u>	<u>1,749,328</u>	<u>2,005,689</u>	<u>2,278,371</u>	<u>2,280,136</u>	<u>2,472,049</u>
Internal Services						
4217 JCC generator maintenance	10,433	5,157	7,471	12,000	12,000	12,000
4218 YC generator maintenance	8,417	8,110	4,412	9,000	9,000	9,000
4219 Gloucester generator maintenance	-	-	-	-	6,821	9,600
Subtotal	<u>18,850</u>	<u>13,267</u>	<u>11,883</u>	<u>21,000</u>	<u>27,821</u>	<u>30,600</u>
Other Charges						
5233 Computer-data lines	-	-	-	-	594	1,200
5820 Assoc/meeting support charges	4,264	4,088	4,287	3,800	3,800	3,800
Subtotal	<u>4,264</u>	<u>4,088</u>	<u>4,287</u>	<u>3,800</u>	<u>4,394</u>	<u>5,000</u>
Materials & Supplies						
6070 Repairs & maintenance supplies	-	-	-	5,000	5,000	10,000
6080 Fuel	623	367	1,551	1,600	1,600	2,000
6171 Small equipment	-	310	-	500	500	500
6174 Communication/signaling equip	6,300	3,927	-	4,000	4,000	4,000
Subtotal	<u>6,923</u>	<u>4,604</u>	<u>1,551</u>	<u>11,100</u>	<u>11,100</u>	<u>16,500</u>
Capital Outlay						
8130 Radios	45,000	-	1,112	10,000	10,000	10,000
Subtotal	<u>45,000</u>	<u>-</u>	<u>1,112</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Payments to Others						
9999 Contingency	-	-	-	56,835	658,561	62,814
Subtotal	<u>-</u>	<u>-</u>	<u>-</u>	<u>56,835</u>	<u>658,561</u>	<u>62,814</u>
Activity Total	<u>\$ 1,515,737</u>	<u>\$ 1,771,287</u>	<u>\$ 2,024,522</u>	<u>\$ 2,381,106</u>	<u>\$ 2,992,012</u>	<u>\$ 2,596,963</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>1,515,737</u>	<u>1,771,287</u>	<u>2,024,522</u>	<u>2,381,106</u>	<u>2,992,012</u>	<u>2,596,963</u>
	<u>\$ 1,515,737</u>	<u>\$ 1,771,287</u>	<u>\$ 2,024,522</u>	<u>\$ 2,381,106</u>	<u>\$ 2,992,012</u>	<u>\$ 2,596,963</u>
	2724.13%	16.86%	14.30%	17.61%	47.79%	9.07%

**Regional Radio Project
Rebanding - Activity #78497**

Mission

The Federal Communications Commission (FCC) has reallocated the available radio frequencies and assigned the 700 MHz channels to public safety and public service. As a result, all 800 MHz public safety radio systems must be reprogrammed known as "rebanding." Rebanding will minimize the dangerous interference between commercial and public safety users on the 800 MHz regional radio system as quickly as possible while still protecting on-going operations. Sprint Nextel is responsible for funding all required expenses related to returning the region's 800 MHz radio system.

Goals

- Complete the federally mandated project of reconfiguration for the 800 MHz regional radio system to improve public safety communications and to minimize increasing levels of interference caused by having both commercial wireless cellular systems and critical public safety communications systems operating in the same band.
- All subscriber units and their respective infrastructures will be returned in the region's 800 MHz radio system.
- As part of the 800 MHz reconfiguration effort, licenses will be required to relocate.

Implementation Strategies

- The County negotiated with the firm that constructed, installed and is currently maintaining the system to perform the rebanding work as an extension of the system construction and maintenance agreement.
- File FCC Applications for license modifications.
- Request Sprint Nextel to clear frequencies and reconfigure infrastructure and mobile units.
- Complete system cutover, acceptance testing, true-up with Sprint Nextel.
- Completion of rebanding project.

Budget Comments - FY2014

This project is expected to be completed at the end of FY2013.

	FY2010	FY2011	FY2012	FY2013	FY2013	FY2014
	Actual	Actual	Actual	Original	Estimated	Adopted
	<u>Amount</u>	<u>Amount</u>	<u>Amount</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
<u>Expense By Category</u>						
Operating	\$ 8,343	\$ 1,980	\$ 169,189	\$ -	\$ 74,696	\$ -
Capital	<u>29,995</u>	<u>2,169,116</u>	<u>-</u>	<u>-</u>	<u>608,952</u>	<u>-</u>
Total Expenses	<u>\$ 38,338</u>	<u>\$ 2,171,096</u>	<u>\$ 169,189</u>	<u>\$ -</u>	<u>\$ 683,648</u>	<u>\$ -</u>

Expenses	FY2010 Actual <u>Expenses</u>	FY2011 Actual <u>Expenses</u>	FY2012 Actual <u>Expenses</u>	FY2013 Original <u>Budget</u>	FY2013 Estimated <u>Budget</u>	FY2014 Adopted <u>Budget</u>
REGIONAL RADIO PROJECT FUND						
78497	Rebanding					
Contractual Services						
3130 Consulting services	\$ 2,430	\$ -	\$ -	\$ -	\$ 67,391	\$ -
3150 Legal services	-	578	-	-	7,305	-
3320 Maintenance service contracts	5,835	-	-	-	-	-
3920 Misc contractual services	-	-	169,067	-	-	-
Subtotal	<u>8,265</u>	<u>578</u>	<u>169,067</u>	<u>-</u>	<u>74,696</u>	<u>-</u>
Other Charges						
5820 Assoc/meeting support charges	<u>78</u>	<u>1,402</u>	<u>122</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>78</u>	<u>1,402</u>	<u>122</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay						
8000-210 Rebanding	-	-	-	-	226,166	-
8130 Communications equipment	-	2,169,116	-	-	382,786	-
8170-003 Radio management project	<u>29,995</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>29,995</u>	<u>2,169,116</u>	<u>-</u>	<u>-</u>	<u>608,952</u>	<u>-</u>
Activity Total	<u>\$ 38,338</u>	<u>\$ 2,171,096</u>	<u>\$ 169,189</u>	<u>\$ -</u>	<u>\$ 683,648</u>	<u>\$ -</u>
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-personnel	<u>38,338</u>	<u>2,171,096</u>	<u>169,189</u>	<u>-</u>	<u>683,648</u>	<u>-</u>
	<u>\$ 38,338</u>	<u>\$ 2,171,096</u>	<u>\$ 169,189</u>	<u>\$ -</u>	<u>\$ 683,648</u>	<u>\$ -</u>
	737.99%	5563.04%	-92.21%	-100.00%	304.07%	-100.00%

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Glossary

The glossary is divided into three sections. The first section includes financial and budgetary terminology. The second section consists of the definition of object codes, which reference budget classification information. The third section is a listing of acronyms and abbreviations found throughout the document.

Definition of Financial and Budgetary Terms:

- . **Accrual Basis of Accounting** - Method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.
- . **Adoption of Budget** - Formal action by the Board of Supervisors which sets the spending priorities and limits for the fiscal year.
- . **Appropriation** - A legal authorization made by the Board of Supervisors to permit the County to incur obligations and to make expenditures of resources for specific purposes; approved on an annual basis.
- . **Appropriation Resolution** - The official enactment by the Board of Supervisors to establish legal authority for County officials to obligate and expend resources.
- . **Assessed Valuation** - A valuation set upon real estate or other property by the Real Estate Assessor and the Commissioner of the Revenue as a basis for levying taxes.
- . **Balance Sheet** - A financial statement disclosing the assets, liabilities, reserves, and balances of a specific governmental fund as of a specific date.
- . **Bond** - A written promise to pay a sum of money on a specific date at a specified interest rate. The most common types of bonds are general obligation and revenue bonds. Bonds are primarily used to finance capital projects.
- . **Budget** - A financial plan for a specified period of time (fiscal year), matching all planned revenues and expenditures/expenses with various municipal services.
- . **Budget Adjustment** - A legal procedure utilized by the County staff and the Board of Supervisors to revise a budget appropriation.
- . **Budget Document** - The instrument used by the budget-making authority to present a comprehensive financial program to the Board of Supervisors.
- . **Budget Message** - The opening section of the budget, which provides the Board of Supervisors and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and the views and recommendations of the County Administrator.
- . **Budget Process** - A series of steps involved in the planning, preparation, implementation, and monitoring of the County Budget.

- . **Budgetary Control** - The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures/expenses within the limitations of available appropriations and available revenues.
- . **Capital Assets** - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, infrastructure, vehicles, machinery, furniture, and other equipment.
- . **Capital Improvement** - Expenditures related to the acquisition, expansion, or rehabilitation of an infrastructure or facility.
- . **Capital Improvements Program** - A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.
- . **Capital Lease** - A lease is considered a capital lease if it meets one of the following criteria: (1) the lease transfers ownership of the property to the lessee by the end of the lease term; (2) the lease contains an option to purchase the leased property at a bargain price; (3) the lease term is equal to or greater than 75 percent of the estimated economic life of the leased property; or (4) the present value of rental or other minimum lease payments equals or exceeds 90 percent of the fair value of the leased property less any investment tax credit retained by the lessor.
- . **Capital Projects Funds** - Accounts for financial resources to be used for the acquisition or construction of major capital projects other than those financed by enterprise funds.
- . **Cash Accounting** - A basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.
- . **Cash Management** - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest interest and return available for temporary cash balances.
- . **Compensated Absences** - For financial reporting purposes, vacation and sick leave that is attributable to services already rendered and is not contingent on a specific event that is outside the control of the employer and employee.
- . **Contingency Account** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.
- . **Current Taxes** - Taxes that are levied and due within one year.
- . **Debt Service** - The County's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.
- . **Debt Service Fund** - Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest.
- . **Debt Service Requirements** - The amount of revenue that must be provided for a Debt Service Fund so that all principal and interest payments can be made in full and on schedule.
- . **Delinquent Taxes** - Unpaid taxes that remain on and after the date on which a penalty for non-payment is attached.

- . **Department** - A major functional component of the County, which indicates overall management responsibility for an operation or a group of related operations.
- . **Depreciation** - The process of estimating and recording the lost usefulness, expired useful life or diminution of service of a capital asset that cannot or will not be restored by repair and will be replaced. The cost of the capital asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.
- . **Disbursement** - Payment for goods or services in cash or by check.
- . **Division** - A specific function within a department, usually with its own activity number. For example, Grounds Maintenance is a division of the Department of General Services.
- . **Economic Development Authority** - This group has the authority to promote industry and develop trade by inducing manufacturing, industrial and commercial enterprises to locate or remain in the County.
- . **Encumbrance** - The legal commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.
- . **Enterprise Funds** - A proprietary accounting fund type in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenses.
- . **Estimated Revenue** - The amount of projected revenue to be collected during the fiscal year.
- . **Expenditure** - This term refers to the outflow of funds paid or to be paid for an asset obtained or goods or services obtained regardless of when the expense is actually paid. Note: an encumbrance is not an expenditure. An encumbrance reserves funds to be expended.
- . **Expenses** - Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest and other charges.
- . **Financial Audit** - Provides an auditor's opinion that financial statements present fairly an entity's financial position and results of operations in conformity with accounting principles generally accepted in the United States of America.
- . **Fiscal Year** - The time period designated by the County signifying the beginning and ending period for recording financial transactions. The County of York has specified July 1st to June 30th as its fiscal year.
- . **Fringe Benefits** - Employee compensation that is in addition to wages or salaries. Examples: retirement, health insurance, and life insurance.
- . **Full Faith and Credit** - A pledge of the general taxing power of a government to repay debt obligations (typically used in reference to bonds).
- . **Function** - A group of related programs crossing organizational (department) boundaries and aimed at accomplishing a broad goal or accomplishing a major service.
- . **Fund** - An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Commonly used funds in public

accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

. **Fund Balance** - Fund balance reflects the accumulation of excess revenues over expenditures.

. **General Fund** - The County's operating fund; this fund accounts for most of the financial resources of the government, including property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund includes most of the basic operating services, such as general administration, judicial services, public safety, environmental and development services, finance and planning, education and educational services, human services, general services, and community services.

. **General Ledger** - A file that contains a listing of the various accounts necessary to reflect the financial position of the government.

. **General Obligation Bonds (GOB)** - Bonds that finance a variety of public projects such as buildings and improvements. The repayment of these bonds is usually made from the General Fund to the Debt Service Funds; the bonds are backed by the full faith and credit of the issuing government.

. **Government Accounting Standards Board (GASB)** - The ultimate authoritative accounting and financial reporting standard-setting body for state and local government. The GASB was established in June 1984 to replace the National Council on Governmental Accounting (NCGA).

. **Government Finance Officers Association (GFOA)** - An association of public finance professionals founded in 1906 as the Municipal Finance Officers Association. The GFOA has played a major role in the development and promotion of generally accepted accounting principles for state and local government since its inception.

. **Governmental Funds** - Funds generally used to account for tax-supported activities. The County has four governmental funds: the general fund, special revenue funds, debt service funds, and capital projects funds.

. **Grant** - A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block, depending upon the amount of discretion allowed the grantee.

. **Infrastructure** - Long-lived capital assets that normally are stationary in nature and can be preserved for a number of years. Examples for the County include curbing, asphalt, brick and concrete paving, piers, boat ramps, breakwaters, and sewer systems.

. **Interfund Transfers** - Amounts transferred from one fund to another.

. **Intergovernmental Revenue** - Revenue received from another government for a specific purpose.

. **Internal Service Funds** - Funds used to account for the financing of goods or services provided by one department to another department on a cost reimbursement basis.

. **Inventory** - A detailed listing of property currently held by the government.

. **Invoice** - A bill requesting payment of goods or services by a vendor or other governmental unit.

- . **Lease Revenue Bonds** - Bonds issued to finance the acquisition, construction, improvement, furnishing and/or equipping of capital projects with a financing lease agreement entered into at the same time of the bond issuance. For example, the revenue bonds will be limited obligations of the Economic Development Authority (EDA) with principal and interest payments made by the County pursuant to a financing lease between the County and the EDA.
- . **Levy** - To impose taxes, special assessments, or service charges for the support of County activities.
- . **Literary Loans** - Loans from the State Literary Loan Fund for the construction and improvement of various schools.
- . **Long Term Debt** - Debt with maturity of more than one year after the date of issuance.
- . **Modified Accrual Accounting** - A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure."
- . **Note Payable** - An unconditional written promise signed by the maker to pay a certain sum of money on demand or at a fixed or determinable time either to the bearer or to the order of a person designated therein.
- . **Object Code** - A unique code designed for referencing budget classification information. It identifies the lowest cost or expenditure classification. The code insures that expenditures are posted into the appropriate fund, character, function, program, department, division, section, and cost account.
- . **Operating Budget** - The portion of the budget that pertains to daily operations that provides basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel.
- . **Performance Measures** - Specific quantitative and qualitative measures of work performed as an objective of the department.
- . **Proprietary Funds** - Funds that account for operations similar to those in the private sector and focus on the determination of operating income, changes in net position, financial position and cash flows. The County has both types of proprietary funds: enterprise funds and internal service funds.
- . **Property Tax** - Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.
- . **Reconciliation** - A detailed summary of increases and decreases in expenditures from one budget year to another.
- . **Requisition** - A written request from one department to another for specific goods or services. In the case of a purchase requisition, this precedes the authorization of a purchase order.
- . **Reserve** - An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.
- . **Resources** - Total amounts available for appropriation.

- . **Revenue** - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.
- . **Revenue and Expenditure Detail** - Represents the smallest level or breakdown in budgeting for revenue and expenditures.
- . **Revenue Bonds** - Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.
- . **Revenue Estimate** - A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.
- . **Risk Management** - An organized attempt to protect a government's assets against accidental loss in the most economical method.
- . **Source of Revenue** - Revenues are classified according to the source or point of origin.
- . **Special Revenue Funds** - Accounts for the proceeds of specific revenue sources that are legally restricted for specified purposes other than for major capital projects.
- . **Tax Rate** - The amount of tax levied for each \$100 of assessed value.
- . **Transfers From Other Funds** - Budget line item used to reflect transfers of financial resources into one fund from another fund.
- . **Transfers To Other Funds** - Budget line item used to reflect transfers of financial resources out of one fund to another fund.
- . **Unappropriated Fund Balance** - The excess of a fund's assets and estimated revenue for a period over its liabilities, reserves, and available appropriations for the period.
- . **Unencumbered Balance** - The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.
- . **Unrestricted Net Assets** - That portion of net assets that is neither restricted nor invested in capital assets (net of related debt).
- . **Virginia Retirement System (VRS)** - An agent multiple-employer public retirement system that acts as a common investment and administrative agent for the political subdivisions in the Commonwealth of Virginia.

Definition of Object Codes:

- . **Personnel Services** - All compensation for the direct labor of persons employed with the County. Salaries and wages paid to employees for full- and part-time work, to include overtime and similar compensation. Fringe benefits include the employer's portion of FICA, retirement, health and life insurance.
- . **Contractual Services** - Services acquired from outside sources. Purchase of the service is on a fee basis or a fixed time contract basis.

- . **Internal Services** - Charges from an Internal Service Activity to other activities of the local government for the use of intragovernmental services. Internal Services are defined as vehicle and imaging maintenance and central store.
- . **Other Charges** - Includes payments for heat, electricity, water, solid waste, and sewer services; payments for postal, messenger and telecommunications; payments for professional development; and payments for miscellaneous items such as dues and memberships.
- . **Materials & Supplies** - Includes articles and commodities that are consumed or materially altered when used, and minor equipment that is not capitalized. Examples include: office supplies, food and food service supplies, medical and laboratory supplies, books and subscriptions, linen supplies, fuel, lubricants, police supplies, guns and ammunition, etc.
- . **Leases and Rentals** - Includes leases and rentals of buildings and equipment.
- . **Capital Outlay** - Outlays that result in the acquisition of or additions to capital assets. It includes the purchase of assets, both replacement and/or additional.
- . **Grants & Donations** - Includes both Federal and State grants to be used for a specific purpose, and donations made for County programs.
- . **Contributions** - Includes payments to agencies or organizations for the benefit of the community.
- . **Charge-outs** - Certain activities charge for the services they provide. The charge-outs for those services are included in this category.

Acronyms and Abbreviations:

- . **ACH** - Automated Clearing House
- . **AD** - Administrative Directive
- . **ADC** - Adult Day Care
- . **AED** - Automatic External Defibrillators
- . **APS** - Adult Protective Services
- . **ARRA** - American Recovery and Reinvestment Act; commonly referred to as “Federal Stimulus”
- . **AS400** - Application System; an accounting software program
- . **Assoc** - Association
- . **BAI.NET** - Bright Associates Inc.; a software system to enable citizens to make payments online
- . **BJA** - Bureau of Justice Assistance
- . **BMP** - Best Management Practice
- . **BOS** - Board of Supervisors

- . **BPOL** - Business, Professional and Occupational License tax
- . **BZA** - Board of Zoning Appeals
- . **CAD** - Computer Aided Dispatch
- . **CAFR** - Comprehensive Annual Financial Report
- . **CAP** - Cost Allocation Plan
- . **CBH** - Colonial Behavioral Health
- . **CDBG** - Community Development Block Grant
- . **CDA** - Community Development Authority
- . **CDR** - Child Development Resources
- . **CGH** - Colonial Group Home
- . **Ches** - Chesapeake
- . **CIP** - Capital Improvements Program
- . **COPS (related to Sheriff's Office)** - Community Oriented Policing Services
- . **COPS (related to debt)** - Certificates of Participation
- . **CPEAV** - Citizens Planning Education Association of Virginia
- . **CNU** - Christopher Newport University
- . **CPE** - Customer Premise Equipment
- . **CPS** - Child Protective Services
- . **CRI** - City Readiness Initiative
- . **CRS** - Community Rating System
- . **CSA** - Comprehensive Services Act
- . **DARE** - Drug Abuse Resistance Education
- . **DC** - Day Care
- . **DCJS** - Department of Criminal Justice Services
- . **DCR** - Department of Conservation and Recreation
- . **DEA** - Drug Enforcement Administration

- . **Del** - Delinquent
- . **DHS** - Department of Homeland Security
- . **DJP** - Department of Justice program
- . **DMV** - Department of Motor Vehicles
- . **DOJ** - Department of Justice
- . **DP** - Data processing
- . **DRE** - Direct Recording Equipment
- . **DUI** - Driving Under the Influence
- . **EDA** - Economic Development Authority
- . **EHR** - Emergency Home Repair
- . **EMS** - Emergency Medical Services
- . **EOC** - Emergency Operations Center
- . **EOP** - Emergency Operations Plan
- . **EPA** - Environmental Protection Agency
- . **Equip** - Equipment
- . **FCC** - Federal Communications Commission
- . **FEMA** - Federal Emergency Management Agency
- . **FLS** - Fire and Life Safety
- . **FSS** - Family Self Sufficiency
- . **FTE** - Full-time equivalent
- . **GIS** - Geographic Information System
- . **GS** - General Services
- . **HAVA** - Help America Vote Act
- . **HCVP** - Housing Choice Voucher Program
- . **HERSA** - Health Resources and Service Administration
- . **HMGPCRS** - Hazard Mitigation Grant Program - Community Rating System

- . **HPI** - Housing Partnerships Incorporated
- . **HPRP** - Homelessness Prevention and Rapid Re-housing Program
- . **Hpt Rds** - Hampton Roads
- . **HR** - Hampton Roads
- . **HRCCS** - Hampton Roads Clean Community System
- . **HREDA** - Hampton Roads Economic Development Alliance
- . **HRIMT** - Hampton Roads Incident Management Team
- . **HRMMRS** - Hampton Roads Metropolitan Medical Response System
- . **HRPDC** - Hampton Roads Planning District Commission
- . **HRPDC MMRS** - Hampton Roads Planning District Commission Metropolitan Medical Response System
- . **HRSD** - Hampton Roads Sanitation District
- . **HRTPO** - Hampton Roads Transportation Planning Organization
- . **HTSC** - Historic Triangle Senior Center
- . **HVAC** - Heating, ventilating and air conditioning
- . **INFOR** - a work order, asset tracking and procurement system
- . **ISDN** - Integrated Services Digital Network
- . **IVR** - Interactive Voice Response
- . **JAG** - Justice Assistance Grant
- . **JCC** - James City County
- . **Juv** - Juvenile
- . **J&DR** - Juvenile and Domestic Relations Court
- . **KRONOS** - Time and attendance management system
- . **Misc** - Miscellaneous
- . **MOU** - Memorandum of Understanding
- . **MR** - Mental Retardation

- . **NASA** - National Aeronautics and Space Administration
- . **New Qtr Pk** - New Quarter Park
- . **NFFPA** - National Fire Protection Association
- . **NNWW** - Newport News Waterworks
- . **OCE** - Printing, plotting, scanning system
- . **OEMS** - Office of Emergency Medical Services
- . **OPEB** - Other Post-Employment Benefits
- . **OVW** - Office on Violence Against Women
- . **PAA** - Peninsula Agency on Aging
- . **PA2OT/TA** - P A Two Zero is the Headstart Code for Headstart Training and Technical Assistance
- . **P-Card** - Purchasing card (credit card)
- . **PPACA** - Patient Protection and Affordable Care Act
- . **PPEA** - Public-Private Education Facilities and Infrastructure Act
- . **PR** - Payroll
- . **PT** - Part-time
- . **PTA** - Parent Teacher Association
- . **PTEAP** - Program To Encourage Arrest Policies
- . **QLMS** - Queens Lake Middle School
- . **QSCB** - Qualified School Construction Bonds
- . **RAD** - Rape Aggression Defense
- . **R/E** - Real Estate
- . **RSAF** - Rescue Squad Assistance Fund
- . **RWL** - Riverwalk Landing
- . **SCADA** - Supervisory Control and Data Acquisition
- . **SEAST** - Southeast (Southeast Rural Community Assistance Project)
- . **SEMAP** - Section Eight Management Assessment Program
- . **Skate R&R** - Skate, Rattle & Roll

- . **SHSP** - State Homeland Security Program
- . **SNAP** - Supplemental Nutrition Assistance Program
- . **SPCA** - Society for the Prevention of Cruelty to Animals
- . **TANF** - Temporary Assistance to Needy Families
- . **TNCC** - Thomas Nelson Community College
- . **USDA** - United States Department of Agriculture
- . **VACO** - Virginia Association of Counties
- . **VAHMRS** - Virginia Association of Hazardous Materials Response Specialists
- . **VATF** - Virginia Task Force
- . **VDEM** - Virginia Department of Emergency Management
- . **VDFP** - Virginia Department of Fire Programs
- . **VDOT** - Virginia Department of Transportation
- . **VDH** - Virginia Department of Health
- . **VEDP** - Virginia Economic Development Partnership
- . **VFIRS** - Virginia Fire Incident Reporting System
- . **VHDA** - Virginia Housing Development Authority
- . **VIDA** - Virginia Individual Development Account
- . **VIEW** - Virginia Initiative for Employment not Welfare
- . **VJCCCA** - Virginia Juvenile Community Crime Control Act
- . **VML** - Virginia Municipal League
- . **VMRC** - Virginia Marine Resource Commission
- . **VPPSA** - Virginia Peninsulas Public Service Authority
- . **VPSA** - Virginia Public School Authority
- . **VRS** - Virginia Retirement System
- . **V-STOP** - Stop Violence Against Women Grant in Virginia
- . **VW** - Victim-Witness

- . **YC** - York County
- . **YCSC** - York County Sports Complex
- . **YCSD** - York County School Division
- . **YPDSS** - York-Poquoson Department of Social Services
- . **WAR** - Work-as-required
- . **WHF** - Williamsburg Health Foundation
- . **WYCG-TV** - York County government television channel

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