



**COUNTY OF PRINCE GEORGE**  
**FISCAL YEAR 2015-2016**  
**ADOPTED BUDGET**



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# ACKNOWLEDGEMENTS

As with many of the programs of the County of Prince George, the development and adoption of the budget is a team effort. The County Administrator's Office and Finance Department develop the budget with the assistance of many other individuals in County government. This acknowledgement identifies those key individuals who shared in the development and adoption of this budget; many others who assisted are not individually identified.

## Board of Supervisors

Clerk to the Circuit Court	Bishop Knott
Commissioner of Revenue	Darlene Rowsey
Commonwealth's Attorney	Jay C. Paul
Community Corrections Department	Bettina Coghill
Community Development and Code Compliance	Julie Walton
County Administrator	Percy C. Ashcraft
County Attorney	Steve Micas
Finance Department	Trish Davidson
Fire and EMS Department	Brad Owens
General District Court	Ellen Chiasson
General Properties Department	Bill Hamby
Human Resources Department	Nancy Shaffer
Information Technology	Kirsten Cherry
Parks and Recreation Department	Keith Rotzoll
Police Department	Ed Frankenstein
Real Estate Assessor	Rod Compton
Registrar	Katherine Tyler
Sheriff's Department	Bucky Allin
Social Services Department	Shel Bolyard-Douglas
Southside Programs for Adult Continuing Education	Kathy Anderson
Treasurer	Jean Barker

## BUDGET MESSAGE

The Honorable William Robertson, Chairman  
The Honorable Jerry Skalsky, Vice Chairman  
The Honorable Alan Carmichael  
The Honorable William Gandel

Dear Chairman Robertson and Members of the Board of Supervisors:

I am pleased to submit to you the official adopted Budget document contained hereto for the 2015-16 fiscal year.

The Budget is submitted to assist the Board of Supervisors in making policy decisions that are geared to meet the challenges of the community, as well as lend itself to public scrutiny through input from taxpayers and the media. The Budget is also designed to incorporate extensive financial controls and pursue goals of efficiency and effectiveness by balancing short-term and longer-term community interests.

Ultimate approval of the annual Budget is seen as the most important action taken by the Board of Supervisors. The Budget serves as a financial roadmap for what programs and services are offered in Prince George County.

The Budget is balanced in accordance to State Code and is proposed to reflect accurate revenues and expenditure projections with the best information that is available at the time of presentation. Furthermore, it is proposed to continue providing a high level of service to the citizens and businesses of Prince George County.

## General Information

*“For Prince George, the continuation of a strong group of leaders has also created opportunity for advancement. The County continues to lead its people in a clear and unified direction. Many tough decisions and challenges are tackled head on with a community focus. Residents should be proud of their leadership.....”*

**Craig Richards, Publisher**  
**The Hopewell News**  
**December 12, 2014**

**Recognition for Good Financial Management**

The Finance Department for calendar year 2014 received the Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2013.

Prince George County also received an unqualified audit for fiscal year 2014 for excellence in record keeping and financial management.

**Transparency in All Areas of Government**

Prince George County continues to work daily to be transparent in its government operations and help citizens understand better the government in which they pay for.

The County continues to build upon the Sunshine Review A+, an award of recognition received in 2013. We are still one of nine counties in Virginia with an A+ rating as of today.

In calendar year 2014, the Citizens' Academy and Senior Citizens' Academy were held to allow citizens the opportunity to broaden their knowledge of government operations.

In addition, the County increased its transparency by adopting a new purchasing card program that provides greater efficiency and increased "checks and balances" for all purchases.

The County is currently researching a module that will allow citizens to review all purchases made by the government, making this information available on the County website.

**The Latest Population Figures**

According to the Weldon Cooper Center for Public Service, Prince George County as of July 1, 2014 had an estimated population of 36,435, which is a two percent increase above the 2010 Census figures.

**Awards, Honors & Special Recognition**

Calendar year 2014 brought numerous awards, honors and recognition to Prince George departments and its employees. They include:

1. Top 50 Workplace in Richmond Metro Region.
2. Accreditation by the Police Department.
3. Governor's Transportation Safety Award.
4. Police Department Marine Unit Most Improved by US Coast Guard.
5. Mother's Against Drunk Driving Award.
6. Eligibility Modernization Project for Department of Social Services.
7. Jeff Brown, Building Official, won a scholarship to attend the International Code Change Hearings sponsored by the ICC. Mr. Brown was also awarded a Virginia

Building Code Association scholarship to attend the annual conference and recertification.

### **Community Development Activity**

Investments made by the Board of Supervisors in various community projects came to fruition in 2014.

Significant renovations have been completed to the Disputanta Volunteer Fire Station and surrounding parking lots.

The renovation of the Human Services Building was completed that featured relocation of the Department of Social Services Department to the top floor. In addition, a new Community Room was created on the first floor for use by civic groups and organizations, as well as County staff.

Investments in sports tourism saw further upgrades to recreational facilities at JEJ Moore Sports Complex and Temple Park.

The first phase of the Buren Property, now a part of Scott Park, was completed which including the construction of a new road and one athletic rectangular field.

Ground was broken on a new station for the Carson Volunteer Fire Department.

The County took occupancy of the Old Moore School, now named the Central Wellness Center. Parks & Recreation has increased its activity, particularly in youth basketball. In addition, lights were installed on the outside field.

Upgrades were made to the playground at Scott Park.

The Old Clerk's Office was renovated under the oversight of the Regional Heritage Center.

A pilot recycling program was launched at Jordan on the James Subdivision.

Completed plans for an impoundment facility at the Old Animal Shelter to cut down on costs of stored vehicles.

A list of stormwater projects have been identified for implementation in calendar year 2015.

### **Munis Headlines Progress in Technology**

County government may finally be turning the corner with the Munis financial system that was purchased in 2011. The system has been a challenge for numerous departments and Constitutional offices to learn, but implementation makes it more customer friendly, transparent and leads to more efficient record keeping.



Munis accomplishments over the last 12 months include:

- Utility Billing project started and had a couple conversion passes analyzed.
- Moved Munis in-house which is a cost savings for the County and opened up more access.
- Stormwater fee was implemented in Munis.
- Debt setoff file was sent to the State at the earliest date ever by the County.
- Business License module setup for go live on July 1.
- Animal Licenses collected in Munis began last December.
- Running supplemental personal property bills (prorated) in-house.
- State Income Tax Module implemented.

The Commonwealth Attorney's Office implemented new software for case management.

Emphasis continues to be placed on the County website in the posting of new information and photos. There are also over 3,700 followers on Facebook and over 1,600 followers on Twitter.

#### **Wellness Program Continues to Add Events & Opportunities**

County Government continues to put emphasis on an extensive Employee Wellness Program, designed to offer employees the opportunity to improve their individual health by making better lifestyle choices.

By partnering with Cigna, the County's health insurance provider, the Wellness Committee has been very active.

The County's Wellness Committee offered a Wellness Expo for all employees in January. This event included free biometric screenings, an online health assessment, and health and wellness vendors. Biometric screenings included blood pressure, cholesterol, glucose, weight and BMI. Employees were asked to take an online health assessment and are given an opportunity to meet with a Health Coach. Various vendors offered other screenings, fitness demonstrations and free health and wellness information.

In April, the Optimal Health through Nutrition program began. This was an eight week nutrition program offered to all employees. Led by a nutritionist, participants were asked to provide basic health information and to set personal objectives.

The Get Fit program was offered throughout the year to all employees. This consisted of a twelve week fitness program with a free personal trainer provided through Cigna.

The County sponsored several activities including two County volleyball teams, the Corporate 4 miler run, the Monument Avenue 10K and employees were also encouraged to participate in the Special Olympics Torch Run with the Police Department.

The STEPS challenges were offered and designed to encourage employees to get out and get moving. Rewards were given for different milestones throughout each challenge and a grand prize is awarded to the first participant to cross the finish line of the challenge. Each new challenge is different, with different twists and different rewards.

Various weight challenges throughout the year were offered to encourage employees to always keep healthy eating a priority. Some of the challenges involve losing weight with prizes going to the ‘biggest loser’, while others are quick turnaround competitions for losing a set amount of weight. To switch things up a bit, the committee also held challenges that encouraged employees to maintain their weight over the holidays.

The Wellness Committee hosted a monthly Brown Bag lunch event. The Brown Bag lunch events provided a multitude of topics and materials to employees geared towards encouraging healthy behavior changes amongst employees.

Throughout the year, the Wellness Committee offered healthy lunches from local businesses to the County employees at a discounted price. These were meant to offer a convenient, healthier alternative for lunch to the employees.

The County’s Week of Wellness was held at the end of September. This included events such as a healthy cooking contest, healthy cooking demonstration, flu shot clinic, hearing screenings and a “Get Fit While you Sit” fitness class was offered by Parks and Recreation.

During the month of October employees and their family members were given the opportunity to use the Parks and Recreation Exercise Room at no charge. The Wellness Committee conducted a contest for the employee who used the Exercise Room the most in October. That employee received a free year’s membership to the Exercise Room.

The Wellness Committee also published a Wellness Brochure compiling all of the wellness related activities and events available to employees. The committee also began utilizing the Wellness Portal on the County’s intranet.

The end result is intended to increase employee overall health; lower absenteeism; and increase productivity. All these activities are hoped to lower insurance claims for both the County and the employee.

### **County Government Moves Forward in Expanding Services to Our Citizens**

Through the direction of the Board of Supervisors, County staff has been able to point to other numerous accomplishments over the last several months that bode well for our citizens and employees. They include:

1. First Citizens’ Academy graduated.
2. First Senior Citizens’ Academy graduated.

3. Two sections of the Visitor's Guide were completed.
4. Completed 2014 Clean Community Day.
5. Placed additional signage around the Courthouse Complex.
6. Held Bring Your Child to Work Day.
7. Held Farmer's Market for 2014.
8. Held Drive-Around the County for Board of Supervisors.
9. Participated with regional officials on Wellness Summit.
10. Hosted annual meeting with General Assembly members.
11. Partnered with over 30 National Night Out sites.
12. Work to advance youth programs through Prince George Promise.
13. Revitalized Business Watch Program.
14. Reorganized position in Real Estate Assessor's Office.
15. Held Back to School Fair for 2014.
16. Held breakfast honoring chaplains.
17. Implemented School Bus Red Flex Program.
18. Implemented new stormwater fee & list of stormwater projects to be completed.
19. Worked with Regional Heritage Museum to host the second Czech-Slovak Festival.
20. Began development of a strategic plan for Appomattox River Regional Park.
21. Updated organizational structure in Department of Utilities.
22. Continued development of Utility Master Plan.
23. Held bicycle rodeos through partnership with Police & Fire and EMS.
24. Held Kite Festival.
25. Published two County newsletters.
26. Held 'Day to Serve' at Appomattox River Regional Park.
27. Received new ISO report to give citizens an opportunity to save money on their property insurance.
28. Riverside Criminal Justice held annual legislative breakfast.
29. Held first Lifeguard Certification Classes.
30. Updated Fire & EMS strategic plan.
31. Parks & Recreation Director Keith Rotzoll graduated from LEAD Virginia.

### **Always Watching State & Federal Actions**

The actions of the General Assembly and Congress are always under careful watch to see what impacts they could have on Prince George County.

State Compensation Board budgets will be finalized when the current General Assembly adjourns. There are also proposals to give certain state and local employees salary adjustments, including teachers.

The impacts of the Patient Protection and Affordable Care Act are still being sorted out, particularly its effect on private industry and the setting of rates for various health insurance plans.

# Budget Information

## Highlights

The FY '15-16 Budget is adopted based on the following provisions:

- Delivering services without raising taxes or fees.
- Providing a salary increase for County employees.
- Preserving the integrity of the health insurance plan for employees at the lowest cost possible.
- Meeting funding requirements for the Public School Division which includes: (1) Fully funding the Memorandum of Understanding; (2) Providing funding for salary increases; (3) Providing additional funding for health insurance; (4) Developing a plan to meet certain capital needs and replacement of school buses.
- Continuing a vehicle replacement plan for public safety and other County vehicles for safety and long-term savings on repairs.
- Proposing certain capital projects and continuing maintenance on County buildings.

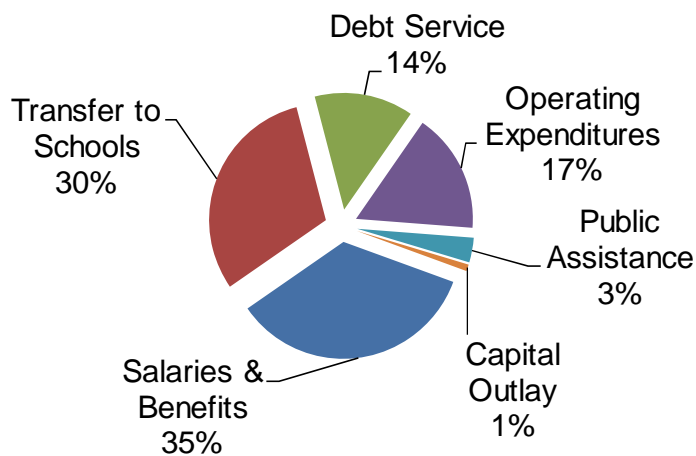
The total County Budget proposed is \$113,759,213 which is 7.26 percent more than the Budget adopted for fiscal year 2015. The General Fund Budget is \$50,984,881, which is 6.48 percent more than the adopted amount for fiscal year 2015.

# Expenditures

## General Fund

General Fund expenditures for FY '16 are proposed at a level of \$3,104,175 greater than FY '15. This equates to an increase of 6.48 percent from FY '15.

### **FY2016 General Fund Expenditures \$50,984,881**



## Employee Salaries & Benefits

There are 239 full-time employees and 10 part-time regular positions funded in the Budget proposal.

The number of employees has been increased by three on the Position Control Chart for FY '16. There has been one position added to the Human Services Department for an Eligibility Intake Worker, one position to the General Services Department for a Maintenance Mechanic and one position to the Utilities Department for a Customer Service Representative. Also recommended is the reclassification of two employees in the Commissioner of the Revenue's Office.

The first phase of implementation of the recent compensation and classification study is recommended. This includes two employee pay adjustments in the General Fund.

The largest General Fund expenditure continues to be in employee salaries and benefits, which for FY '16 is 35 percent of the Budget.

Proposed is funding in the amount of \$335,903 for the Board of Supervisors to give employees a salary adjustment in the form of a raise. The percentage raises range from 1.2% to 3.8% of employee annual salaries.

The County anticipates a 10 percent increase in costs to employee health insurance. An additional \$166,626 is to cover the rising costs of claims and maintain an employee/employer contribution ratio better than 25%/75%.

### **Education Funding**

The local transfer to the Public School Division is 30 percent of the Budget for FY '16. Adopted is full funding of the Memorandum of Understanding between the Board of Supervisors and the School Board, which is \$14,101,776, which is \$98,696 over FY15.

Adopted are funds set aside in the amount of \$1,487,000 for salary adjustments for school employees as well as health insurance benefits.

In addition to the local transfer, the Public School Division receives \$4,175,552 in debt payments for construction and renovation incurred over the years. Also proposed will be capital projects in the amount of \$2,500,000, which includes replacement of roofs at Prince George High School and L.L. Beazley Elementary School and replacement of nine school buses.

### **Volunteer Fire & EMS Companies**

	Fire Rescue Admin Budget	Contributions to Fire Companies	Fire Programs Funds	Line of Duty	LOSAP	Fire Station Improvements	Capital Project
<b>FY13-14 (Actual)</b>	2,152,889	312,397	80,000	15,000	125,000	350,000	2,195,000
<b>FY14-15 (Budgeted)</b>	1,779,086	220,030		15,000	125,000	285,000	
<b>FY15-16 (Proposed)</b>	1,953,447	231,825		16,000	125,000		

Volunteer fire and rescue companies will receive a combination of \$2,185,272 from direct county contributions and those distributed by the Fire & EMS Administration Budget. This amount is partially comprised of an estimated \$1,953,447 distributed through Fire & EMS Administration, \$231,825 in contributions to fire companies in the form of Fire Company budgets, which is \$186,156 more than FY'15.

Additional funding for part-time salaries in the Fire & EMS Administration budget is an additional \$150,000 to maintain current staffing levels.

An estimated amount of \$108,000 will be appropriated equally to the Fire Companies in the fall of 2015 for Fire Programs Funds. The County is also funding \$16,000 to cover the unfunded mandate by the General Assembly for coverage for the Volunteer Fire & EMS and Auxiliary Police relative to the Line of Duty Act.

The Length of Service Awards Program (LOSAP) is a benefit provided to fire volunteers for length of service to the County. The fund is budgeted based on an actuarial study and is administered by Hometown Insurance Agency. The contribution budgeted for FY'16 is \$125,000.

Volunteer Fire & EMS companies also receive the amount of two cents on the real estate tax rate in an Apparatus Replacement Fund. The amount for FY '16 pledged to debt service from those two cents is \$424,540, leaving \$65,460 available for future equipment replacements.

### **Other General Fund Expenditures**

Contributions are adopted for both Riverside Regional Jail and Crater Youth Care in the amount of \$2,176,675, which is a \$41,531 decrease from the FY '15 Budget.

The Department of Social Services is funded at four percent of total Budget expenditures with a local contribution of \$762,820. Also adopted is \$1,020,000 to cover expenses related to the Comprehensive Services Act (CSA). The County is reimbursed by the state for CSA expenditures, with a local match of \$330,000.

An increase to the Regional Library of \$24,719 is included in the adopted budget. This is to fund an increase to salaries and benefits in the regional library system as well as supporting the increased usage of the library system by county residents.

### **Capital & Equipment**

The adopted Budget includes continued investments in capital and one-time equipment purchases with input by the Capital Improvements Planning (CIP) Committee, County staff, and County agencies.

Funding in the amount of \$296,560 has been appropriated for the following:

Body Worn Cameras	\$56,500
Community Playgrounds	\$64,600
Food Bank Building Roof	\$30,000
Community Center Parking Lot & Lighting	\$80,000
Central Wellness Center Parking Lot	\$65,460

Capital projects to be funded through the issuance of debt in FY16 in the amount of \$4,920,000 include:

1. Courthouse Renovations	\$1,900,000
2. Roofing at PGHS & L.L. Beazley	\$1,500,000
3. Vehicle Purchase/Lease	\$520,000
4. School Bus Purchases	\$1,000,000

Preparations, which include property acquisition and design, for a new satellite Fire/EMS station are planned with the major construction schedule for FY17. Total budget for the project is estimated at \$2,172,500, with construction costs of \$1,672,500.

### **Debt Service**

County-wide Debt Service payments are estimated to be \$795,822 more than FY '15. Stormwater Utility projects, HVAC for the Courthouse, Carson Fire Station construction contributed heavily to the additional debt service.

Debt is broken down into five categories: County, Economic Development, School, Utilities and Stormwater. Utilities, Economic Development and Stormwater have specific revenue streams which support debt related to these activities. County and School debt are supported by the General Obligation of the County and relies completely on the tax dollar.

Borrowing \$2,690,000 is planned for Utilities rehabilitation projects. Other capital projects will be recommended for borrowing and/or leasing as approved by the Board of Supervisors.

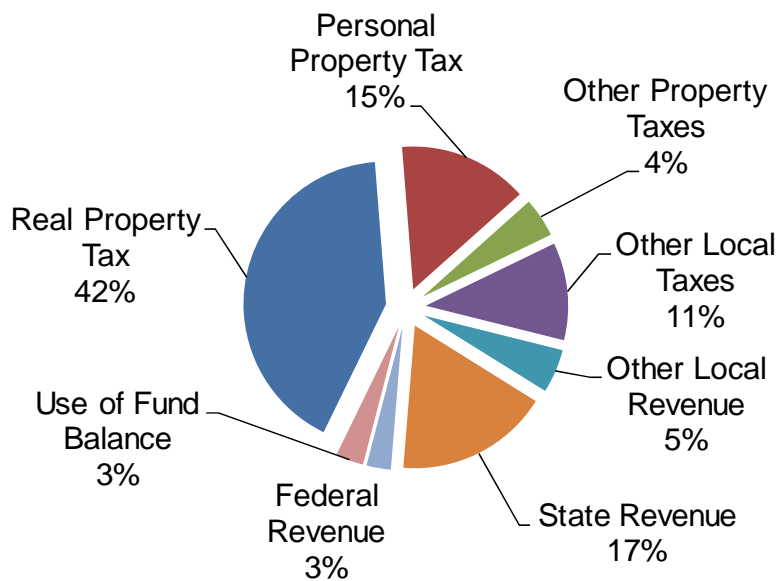
	<b>Debt Service Payment</b>			
	Outstanding Debt (As of 12/31/2014)	FY'16 (Budgeted)	FY'15 (Budgeted)	FY' 14 (Actual)
Utilities	\$963,992	\$336,590	\$158,000	\$156,112
Economic Development	\$6,930,000	\$468,320	\$397,000	\$389,956
Stormwater	\$2,100,000	\$441,500	\$0	\$0
County	\$22,495,500	\$2,805,593	\$2,557,473	\$2,784,759
Schools	\$23,880,979	\$4,175,552	\$4,140,670	\$4,025,286



# Revenues

## General Fund

### FY2016 General Fund Revenues \$50,984,881



General Fund revenue is estimated to be at \$50,984,881, an increase of \$3,104,175 from FY'15. No increases in the Real Estate or Personal Property tax rates were adopted for FY '16.

Real Estate tax collections are expected to increase \$649,000 due to the slight increase in real estate assessments, land use valuations and the collection on delinquent taxes.

Personal Property tax collections are expected to increase \$667,257 due to a slight increase in personal property values as compared to this time last year, the continuation of proration of personal property taxes and increased collections on delinquent taxes.

General Fund Revenue	
<b>FY16 Budget</b>	<b>\$50,984,881</b>
<b>FY15 Budget</b>	<b>\$47,880,705</b>
<b>FY14 Actual</b>	<b>\$49,088,151</b>
<b>FY13 Actual</b>	<b>\$45,981,642</b>

Machinery & Tools taxes are expected to increase \$250,604, however the increase is mainly due to an increase in values of businesses in the enterprise zone and the amount will be rebated back for a determined period of time.

## Public Utilities

The Public Utilities department is self-supported and operates as a proprietary fund by charging fees for services rendered in an amount great enough to cover its own expenses. Each year the County reviews the utilities fees to ensure that the on-going fees are enough to cover the continuity of its operations.

Fiscal Year 2016 will see an increase of operating and capital expenses of \$2,581,107 from the FY'15 budget. The increase of \$1,191,106 is due to operating expenses. Capital projects increased by \$1,390,000.

Planned is \$2,690,000 for special projects for the Upper Blackwater Sewer rehabilitation, SPS Rehabilitation, an Emergency Generator and SCADA addition phase 1.

Operating		
FY15	FY16	
Budget	Proposed	Change
5,846,261	7,037,367	1,191,106
Capital		
FY15	FY16	
Budget	Proposed	Change
1,300,000	2,690,000	1,390,000

## Special Accounts & Funds

Riverside Criminal Justice Agency is a self-supportive fund which relies on a state grant in the amount of \$650,774 and local funding from the three participating jurisdictions, Hopewell, Surry and Prince George totaling \$214,106. Remaining funds in the budget are provided by client fees for services to make a total budget of \$913,431. Prince George is the fiscal agent for Riverside Criminal Justice Agency and includes the Agency in the County-wide budget.

Prince George County is also the fiscal agent for Adult Education and Rowanty Technical Center. Adult Education and Rowanty Technical Center are separate funds and supported by state grants, student fees and appropriations by the Public School Division. Prince George County does not directly give to either of these funds. The budget for Adult Education and Rowanty are reliant upon the actions of the General Assembly and is determined in the first quarter of the next fiscal year.

The Public School Division will take over fiscal agent responsibilities for Rowanty Technical School beginning July 1<sup>st</sup>.

The County is in communications with the Crater Criminal Justice Training Academy to begin fiscal agent responsibilities at the start of FY'16.

### **Economic Development**

Economic Development is fully supported by Meals Tax charged in the County. The total budget is \$1,789,924.

The Department of Economic Development will pay \$468,320 in debt related to the construction at Crosspointe Centre.

Adopted is \$500,000 for the development of Exit 45 properties along Interstate 95. The funding would provide support for other investment that is being encouraged to upgrade the properties and make the exit more inviting to travelers and visitors.

This fund covers the County membership with Virginia's Gateway Region for \$30,479 and the Crater Planning District Commission for \$22,300.

Also, adopted is \$100,000 for broadband technical assistance and tower preparations.

The Tourism Fund is supported by a local lodging tax charged to hotel inhabitants in the County. Of the five percent tax, two percent remains in the General Fund and the remaining three percent is transferred to the Tourism Fund which is specifically designated to promote Tourism activity in the County.

The FY'16 budget projects \$325,000 in revenue from this tax to be specifically dedicated to the Tourism Fund and allows for the County's annual contribution of \$32,500 to Petersburg Area Regional Tourism and \$46,440 to the Hopewell-Prince George Chamber Visitor's Center. The County's annual contribution to the Prince George Historical Society remains at 7.5 percent to assist with funding daily operations at the Prince George Regional Center.

Adopted is \$20,000 to serve as start-up funding for a new Fire & EMS Museum at the location of the former Food Bank.

Also included is \$158,000 for debt service on the I-95 Exit 45 water system; and \$3,380 for the County's website maintenance.

## **Conclusion**

The Budget for FY '16 is adopted and balanced in accordance with State financial principles and those policies adopted and adhered to by the Board of Supervisors.

Budget highlights include:

- Overall and General Fund budgets are greater than FY '15 levels.

- Three full-time positions and one part-time position are recommended to be added to the Position Control Chart, which includes Maintenance Mechanic in General Properties, Eligibility Intake Worker in Social Services and Customer Service Representative in Utilities.
- Provides \$335,903 for a salary adjustment for County employees.
- Funds the Public School Division at \$14,101,776, which is in accordance with the Memorandum of Understanding between the Board of Supervisors and School Board. In addition, funds are provided for salary increases, employee health insurance, capital improvements and bus replacements.
- Funds \$7,449,465 in debt retirement, which includes \$4,175,552 for Public School Division projects.
- Funds volunteer programs at \$2,185,272, which includes direct contributions from the County; funds through the Department of Fire & EMS budget; and special programs such as Line of Duty Act and Length of Service Awards Program.
- Increases funding for the Comprehensive Services Act to \$1,020,000, a boost of \$70,000 from FY '15 levels.
- Includes funding for Utility capital projects in the amount of \$2,690,000.

I would like to thank Finance Director Trish Davidson and Deputy County Administrator Jeff Stoke for their assistance in putting this document together. County Staff looks forward to a successful year of growth in the County for FY '16.

Sincerely,



Percy Ashcraft  
County Administrator

## VISION

Prince George County....A global community where families thrive and businesses prosper.

## MISSION

It is the mission of Prince George County to provide a balanced quality of life for our citizens. We will provide residents and businesses with equal access to high quality services in a fiscally responsible and prudent manner. We affirm to continue to practice sustainable development throughout the County.

## CORE VALUES

INTEGRITY

ACCOUNTABLE

TRANSPARENCY

INNOVATION

RESPECT

STEWARDSHIP

A PLACE WHERE VOLUNTEERS MATTER

## STRATEGIC PLAN

The Board of Supervisors recognizes its responsibilities of providing core services to the citizens of Prince George in the areas of education, public safety and social services. The following strategic initiatives have been put forth as additional priorities to advance the vision and mission of the County.

*STRATEGIC INITIATIVE ONE: BOLSTER ECONOMIC WELL-BEING*

*STRATEGIC INITIATIVE TWO: PRACTICE GOOD GOVERNANCE*

*STRATEGIC INITIATIVE THREE: FUNDING THE FUTURE*

*STRATEGIC INITIATIVE FOUR: STRENGTHEN CIVIC PARTNERSHIPS*

*INITIATIVE ONE: BOLSTER ECONOMIC WELL-BEING.*

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Capitalize on Prince George County's mix of assets, location and heritage to increase, diversify and strengthen the economic well-being of county residents and businesses alike.

### ACTION AGENDA:

1. Support businesses and local entrepreneurs through a focused business appreciation and expansion program.
2. Adopt/implement a Prince George County tourism and sports development strategy.
3. Plan for future business/industrial park development in Prince George County.

4. Expand wireless technology throughout the county.
5. Develop a 5 year infrastructure forecast that will support business, commercial and industrial development in Prince George County.
6. Strengthen our partnerships focused on economic development and economic well-being.
7. Share the Prince George County business story with state and federal legislators.
8. Advocate for and support a technical workforce training initiative in the Prince George County school system.

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*INITIATIVE TWO: PRACTICE GOOD GOVERNANCE.*

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Good governance means focusing on the county's mission, performing defined roles and government functions effectively and being accountable to the residents of Prince George County.

**ACTION AGENDA:**

1. Develop fact sheets for major policy issues and share them with the public and the media.
2. Develop and adopt a Board of Supervisors Code of Ethical Performance.
3. Place a Chairman's message on the County's website.
4. Develop a policy guide for appointing citizens to County boards and commissions.

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*INITIATIVE THREE: FUNDING THE FUTURE*

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To make the future happen in Prince George County will require a commitment to identifying and discussing revenue options and opportunities.

**ACTION AGENDA:**

1. Develop a two year revenue and expenditure forecast for Prince George County.
2. Develop a water and sewer service plan and implementation strategy.
3. Develop a six-year transportation improvement plan and implementation strategy.
4. Develop a 10 year CIP forecast inclusive of revenue and financing options.
5. Develop a performance agreement with the school system that accounts for the county's investment in public education.

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*INITIATIVE FOUR: STRENGTHEN CIVIC PARTNERSHIPS*

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To be successful, the Prince George County Board of Supervisors must have a positive and interactive relationship with County residents. We are committed to assisting county residents to gain a greater understanding of their County government.

**ACTION AGENDA:**

1. Develop Public Service Announcements (PSA) for the media.
2. Sponsor a Prince George County Local Government Academy to assist County residents to gain insight and understanding about their County government.
3. Sponsor an annual boards and commission appreciation reception.

# COMMUNITY PROFILE

## Overview

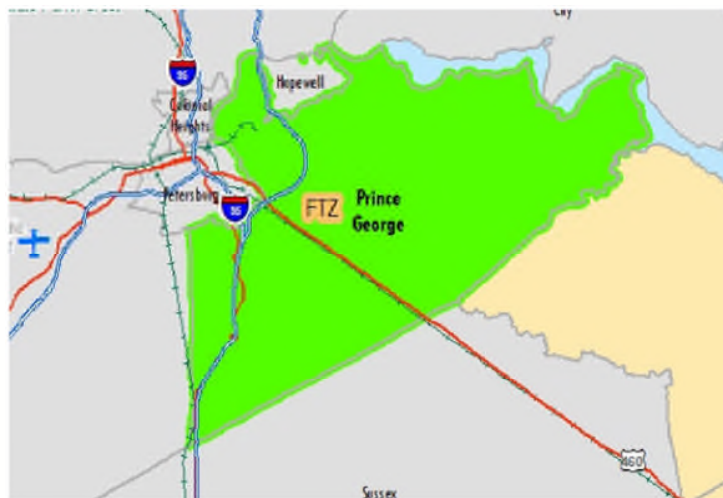
Prince George County, Virginia is a suburban community of 36,000 residents. It is centrally located in southeastern Virginia and is included in the Richmond Metropolitan Statistical Area (MSA).



Prince George has transitioned from an agricultural economy to an industrial and informational economy. Fort Lee, the County's largest economic asset, continues to be a catalyst for progress. Fort Lee is projected to double in size over the next eight years.

Rural, yet suburban, Prince George County continues to experience a steady population increase and economic growth while maintaining an optimum quality of life for its citizens. Prince George County is committed to being the best place to live, learn, work and raise a family!

Prince George County provides ideal access to all major East Coast and Sunbelt markets via Interstates 95 and 295. The Port of Hampton Roads is accessible via US Route 460 and rail, which runs parallel to route 460.



Distance from Major Points of Interest

**Richmond:** 25 miles northeast

**Washington, DC:** 125 miles north

**Port of Hampton Roads:** 90 miles southeast

**Raleigh, NC:** 150 miles south

### *History*

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Prince George County was established in 1702 and was named in honor of Prince George of Denmark, Husband of England's reigning monarch, Queen Anne. It was formed from Charles City County, one of the original eight shires, and its boundaries stretched from south of the James River down to the North Carolina line.

During the Civil War, Prince George played a vital historical role. Appomattox Manor, in that area of the County known as City Point, served as General Grant's Headquarters and pentagon of the Union Army. It was here where Lincoln spent the last three out of four remaining weeks of his life in 1865.

After Cold Harbor, Grant needed to move his army into position for the siege of Petersburg and searched the James River for an appropriate place to cross. Flowerdew Plantation was chosen as the site where the Union Army would construct a 2,100-foot long pontoon bridge in June of 1864. Two-fifths of the Army of the Potomac crossed this bridge at Wilcox Landing to Flowerdew, traveled through the Prince George Courthouse area, and prepared to take Petersburg.

The historic Battle of the Crater was also fought in Prince George, since that area did not become part of Petersburg until 1956. By the end of July 1864, Union activists under Union Generals Butler and Burnside planned a massive explosion to blow a hole in Confederate lines around Petersburg. This large explosion had a disastrous end for the Union troops, and more than 5000 men were lost on both sides.

In September of 1864, Confederate scouts had detected a three-thousand-head beef herd held in a Union cattle pen at Coggins Point on the James River. Confederate General Wade Hampton, acting on a suggestion by Confederate General Robert E. Lee, hatched a plan to pull off the Great Cattle Raid. He and his troops advanced to the area, engaged the enemy, surrounded the cattle herd, and drove them out of Union control southward behind Confederate lines. Thanks to Hampton's men and some real Virginia cowboys, hungry Confederate soldiers were able to enjoy their well-earned beefsteak feast.

Since the County served as a field of operations for both the Union and Confederate Armies, many buildings suffered extensive damage. The Prince George Courthouse was ransacked and burned with many of its record books and documents destroyed or carried away by treasure-seekers. Private estates such as Brandon and many County churches were also seized, ransacked, and damaged.

Prince George's role and contribution to the military and defense of our nation did not end after 1865. During WWI in June 1917 the U.S. Army began building Camp Lee, which was to serve vital infantry training ground for American soldiers on their way to Europe. Camp Lee was also a pivotal training ground during WWII where it became the center of both basic and advanced training of quartermaster personnel. In 1950 it was re-



designated Fort Lee, and its primary mission today is focused on quartermaster and logistics training disciplines.

### *Public Schools*

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Prince George County Schools include 5 elementary, 1 middle, 1 junior high and 1 high schools. In addition, the County is part of Rowanty Technical Center, a regional technical school.

Student Enrollment for the 2014-15 school year is 6,488. Projected enrollment for the 2015-16 school year is 6,316.

### *Higher Education*

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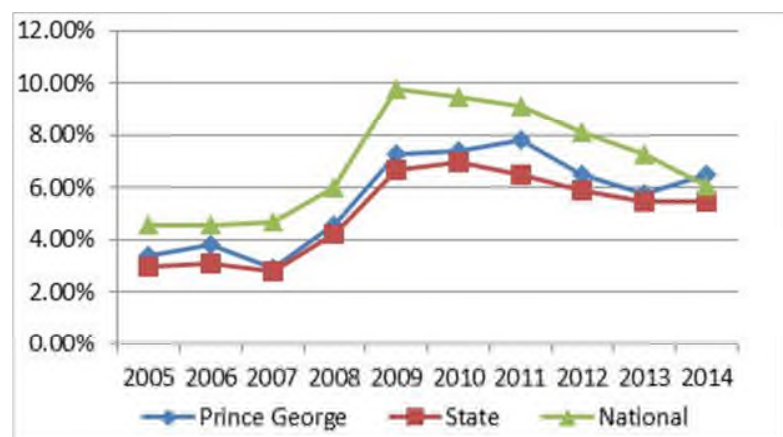
Several colleges and universities are located within a 60 mile radius of the county. Richard Bland is a two-year affiliate of the College of William and Mary and offers associate degrees in business, arts and science. Two community colleges, John Tyler and J. Sargeant Reynolds, offer a range of one and two year programs. The University of Richmond, Virginia Commonwealth University, the College of William and Mary, Virginia Union University, Randolph-Macon College and Virginia State University offer a wide range of four year programs as well as advanced degrees.

### *Economic Development & Tourism Activity*

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Prince George County continues to emerge from the economic doldrums of 2014 with solid business activity but, limited gains in economic indicators. The year was marked by fluctuation in the unemployment rate, yet no overall movement as the 5.3 percent rate in November 2013 held the same in November 2014. Overall, the total workforce grew by 329 residents, which showed the addition of jobs to the community.

Chicken is packaged fresh right here in Prince George County, and in even greater quantities, after Perdue announced in March a \$3 million investment in new equipment and 190 new jobs for its poultry distribution center in Prince George County. Now employing 500 locally, the expansion will enable the Mid-Atlantic Replenishment Center to meet growing demand for the brand's product lines and maintain a high level of service and reliability.



Service Center Metals completed the final touches on a compact re-melt plant to recycle scrap aluminum from their primary extrusion process. The 84,000 sq. ft. building has added 20 jobs and \$17 million of new private investment to the County.

The Commonwealth Center for Advanced Manufacturing (CCAM) continues to grow in membership. CCAM now has twenty-three industry and five educational members. An anticipated Apprentice Academy is under development in proximity to CCAM on Crosspointe Centre. The Virginia General Assembly allocated \$25 million in CY14 and future grant funds are currently under consideration.

Small and existing businesses were a focus in 2014. The third year of the Business Roundtable featured speakers covering diverse business topics at locations around the County. The six meetings provided a valuable exchange of information between the private and public sectors. The Virginia Secretary of Commerce and Trade, Maurice Jones, gave the keynote speech at the annual alumni dinner in August.

A total of twenty-four (24) existing County businesses were visited to assess their needs and address any issues that may detract from our community's competitiveness.

The County partnered with the City of Hopewell and the Hopewell-Prince George Chamber of Commerce to renovate and re-dedicate the local visitor's center. A new "LOVE" sign was partially paid for by a state grant.

Planning work continued on the Exit 45 commercial area and a "Veterans to Farming" partnership with Fort Lee and Virginia State University had ongoing discussions.

Speed mapping broadband capabilities across the County was coordinated in partnership with Virginia Tech and Verizon continued to expand 4G coverage at Burrowsville, Disputanta and the Food Lion Distribution Center. Future 4G sites are under consideration south of Richard Bland College and the hamlet of Newville. The County is evaluating an independently owned broadband tower in rural eastern Prince George County. The Virginia Department of Housing and Community Development has been asked for financial assistance.

The County was awarded the 2016 ASA U14 Eastern Regional Tournament to be held July 30 – August 5. Preparations and field improvements are underway for hosting this prestigious event.

# STATISTICAL DATA

## Demographic and Economic Statistics:

Year	Population	Student Enrollment (d)	Personal Income (k)	Per Capita Personal Income (f)	Median Household Income	Median Age	Average Unemployment Rate	Educational Attainment: Bachelor's Degree or Higher
2004	34,313 (a)	6,162	933,416,539	27,203	50,649 (f)	32.1 (b)	3.6% (e)	19.4% (a)
2005	36,694 (a)	6,039	1,050,622,608	28,632	55,476 (f)	32.1 (b)	3.8% (e)	19.4% (a)
2006	36,694 (a)	6,193	1,129,955,036	30,794	57,883 (f)	32.1 (b)	3.2% (e)	19.4% (a)
2007	36,647 (g)	6,297	1,201,361,954	32,782	59,780 (f)	32.1 (b)	3.2% (e)	19.4% (a)
2008	37,723 (g)	6,305	1,295,747,327	34,349	62,570 (j)	32.1 (b)	4.3% (e)	14.0% (e)
2009	38,393 (g)	6,158 (i)	1,306,360,218	34,026 (i)	67,985 (i)	32.1 (b)	7.0% (j)	19.4% (i)
2010	35,725 (i)	6,357 (i)	1,298,639,475	36,351 (i)	59,349 (j)	37.3 (i)	7.3% (j)	18.4% (i)
2011	36,555 (i)	6,312 (i)	1,422,866,820	38,924	64,171 (i)	36.6 (i)	6.5% (e)	17.2% (i)
2012	36,941 (i)	6,302	946,428,420	25,620	62,924 (i)	38.6 (i)	6.5% (i)	16.8% (i)
2013	37,253 (i)	6,367	954,645,378	25,626	63,913 (i)	38.0 (i)	4.9% (i)	17.0% (i)
(a) Annual Estimates of Population for Virginia & its Localities, April 1, 2000 to July 2005								
(b) 2000 Federal Census								
(c) 1990 Federal Census								
(d) September Enrollment								
(e) Virginia Employment Commission- LAUS Unit and Bureau of Labor Statistics								
(f) US Department of Commerce, Bureau of Economic Analysis								
(g) Weldon Cooper Center								
(h) US Department of Commerce, Economic and Statistics Administration, Bureau of Economic Analysis (Prince George + Hopewell)								
(i) US Census Bureau								
(j) USDA Economic Research Service								
(k) Personal income estimated based upon the municipal population and per capita income								

## Principal Property Taxpayers:

Taxpayer	2014			2005		
	Taxable	Rank	Percentage	Taxable	Rank	Percentage
	Assessed Value (1)		of Total Assessed Valuation	Assessed Value (1)		of Total Assessed Valuation
Rolls Royce Crosspointe LLC	\$ 57,667,300	1	1.87%	\$ N/A	N/A	N/A
Delhaize america Distributing LLC	35,523,000	2	1.15%	36,287,200	1	2.13%
Ace Hardware Corp.	26,767,000	3	0.87%	26,784,600	2	1.57%
Crossroads Holdings LLC	18,218,700	4	0.59%	N/A	N/A	N/A
James C. Justice Companies Inc.	17,904,300	5	0.58%	N/A	N/A	N/A
Independence Place Jefferson Park	16,186,300	6	0.52%	N/A	N/A	N/A
RCC Crossings LLC	13,554,700	7	0.44%	13,794,800	3	0.81%
Jefferson Pointe	13,205,500	8	0.43%	N/A	N/A	N/A
Summit Investments II	11,564,600	9	0.37%	N/A	N/A	N/A
Standard Motor Products Inc.	10,745,100	10	0.35%	9,732,100	5	0.57%
RAJ	N/A	N/A	N/A	10,346,000	4	0.61%
Baileys Ridge apartments	N/A	N/A	N/A	5,676,800	8	0.33%
P G Housing	N/A	N/A	N/A	9,082,300	6	0.53%
Perdue Farms	N/A	N/A	N/A	8,510,800	7	0.50%
Horizon Partners	N/A	N/A	N/A	5,076,200	9	0.30%
C I Associates LP	N/A	N/A	N/A	3,819,700	10	0.22%
(1) Includes real property, personal property, and machinery and tools						

## Principal Employers:

Employer	2013			2004		
	Approximate	Percentage of	Rank	Approximate	Percentage of	Rank
	Number of Employees	Total Principal Employment		Number of Employees	Total Average Employment	
U.S. Department of Defense	1000+	7.1%	1	1000+	8.9%	1
County of Prince George	1000+	7.1%	2	1000+	8.9%	2
U.S. Department of Justice	500 - 999	3.5%	3	500 - 999	4.4%	5
Food Lion	500 - 999	3.5%	4	500 - 999	4.4%	4
U.S. Army Non-Appropriated Funds Division	500 - 999	3.5%	5	250 - 499	2.2%	6
Standard Motor Products	250 - 499	1.8%	6	250 - 499	2.2%	7
Riverside Regional Jail	250 - 499	1.8%	7	250 - 499	2.2%	8
Perdue Products	250 - 499	1.8%	8	250 - 499	2.2%	10
U.S. Department of Army and Air Force	250 - 499	1.8%	9	250 - 499	2.2%	11
Ace Hardware Corporation	100 - 249	0.7%	10	250 - 499	2.2%	9
Manpower International	N/A	N/A	N/A	500 - 999	4.4%	3
Total Employment	14,085			11,294		

# BUDGET PROCESS & POLICIES

## *PURPOSE OF BUDGETING*

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The primary purpose of budgeting is to ensure that Prince George County has properly identified and accounted for the services it promises to provide to the citizens. The budget provides detailed financial information on the costs of the services and the expected revenues for the upcoming year. The budget process also provides a forum for reviewing progress made in the current year and the levels of service provided by local government and for setting priorities for services in the upcoming years to meet the needs and requirements of our citizens.

## *PUBLISHED BUDGET DOCUMENTS*

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Each year, Prince George County publishes a variety of documents that detail the financial and operational plans for the upcoming fiscal year. Following is a brief description of each of the documents:

- The ***Superintendent's 2015-16 Budget Plan*** is the original proposed budget issued by the school superintendent. This was presented to the School Board on February 10, 2015. This document includes the School Fund and School Self-Sustaining Funds budgets.
- The ***County Administrator's Proposed Budget*** contains summary information on the Total County Budget, which includes the General Fund, Special Revenue Funds, School Fund, School Self-Sustaining Funds, Capital Funds, and Debt Service Funds. This document provides detailed information on the General Fund, General Government Special Revenue Funds, Capital Improvements Fund and Debt Service Funds. Detailed information on the School Fund and School Self-Sustaining Funds are found in other documents as noted in this section. The County Administrator's Proposed Budget was presented to the Board of Supervisors on February 24, 2015.
- ***Recommended Capital Improvement Program*** contains detailed information on proposed capital projects for both local government and schools. This document is presented to the Board in the County Administrator's Proposed Budget.
- The ***Board of Supervisors' Adopted Budget*** is developed by the Board of Supervisors after a series of work sessions and public hearings. This document reflects any changes made by the Board of Supervisors to the County Administrator's Proposed Budget and was adopted on May 12, 2015.

- The **Adopted Capital Improvement Program (CIP)** provides detailed information on approved capital projects and reflects any changes made by the Board of Supervisors to the Recommended Plan. The CIP was adopted on May 12, 2015.
- The **School Board's Adopted Budget** is the final approved budget for the School Division. The School Board adopted its budget on May 11, 2015.

## STATE REQUIREMENTS

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### *Requirements for Budget Adoption*

The Commonwealth of Virginia requires all localities to meet certain budget guidelines, as outlined in Sections 15.2-2500 to 15.2-2513 of the Code of Virginia (1950), as amended. According to these guidelines, all localities within Virginia must have a fiscal year beginning on July 1 and ending on June 30 and must approve a balanced budget. A balanced budget is one in which the available revenues and appropriated fund balances equal estimated expenditures for a fiscal year. The School Board must approve the School Budget by May 1 or within 15 days of receiving estimates of state funding, whichever occurs later. The Board of Supervisors must approve the operating budget and set the tax rate by July 1 of each year. The adoption of the tax rate requires the Board to hold a public hearing and to advertise this hearing no less than 30 days in advance if the reassessment would result in an increase of one percent or more in the total real property tax levied compared to the prior year's tax levies. Although these are the minimum state requirements, the County traditionally has adopted its budget by April 30 in order to establish teacher contracts and to set the property tax rates prior to the tax bill mailing date. For FY 15/16, the Board adopted the tax rates on April 14<sup>th</sup> and the budget on May 12<sup>th</sup>. The official appropriation of funds takes place prior to July 1 of each year.

### *Requirements for Budget Amendment*

The process by which the operating budget may be amended is governed by Section 15.2-2507 of the State Code. The budget may be amended to increase the aggregate amount to be appropriated during the current fiscal year, as shown in the currently adopted budget. Any amendment which exceeds one percent of the total revenue shown in the currently adopted budget must be accomplished by publishing a notice of a meeting and public hearing in a newspaper having general circulation in the County seven days prior to the meeting date. The notice shall state the County's intent to amend the budget and include a brief synopsis of the proposed budget amendment. The Board of County Supervisors may adopt the amendment at the advertised meeting, after first providing a public hearing during the meeting on the proposed amendment. Amendments of less than one percent of the total revenue or \$5,000 also must be approved by the Board of Supervisors, although no public hearing is required. Appropriations up to \$5,000 are approved by the County Administrator. Appropriations lapse at the end of each fiscal year (June 30) for all funds, except the Capital Projects fund.

*Requirements for Financial Records*

The County's financial records are audited each year by a firm of independent certified public accountants in accordance with the Government Accounting Standards Board. The single audit is required under the provisions of the Single Audit Act of 1984 and the U.S. Office of Management and Budget Circular A-133, Audits of State and Local Governments. Copies of the annual financial audit are available upon request from the Department of Finance and are located on the County website.

*PUBLIC PARTICIPATION*

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Each year, the County develops a schedule of events that describes the dates of public and Board participation in the budget process. The Board is asked to approve the schedule of the budget process in order to establish firm dates for meetings and provide the public with as much notice as possible. The Finance Department may be contacted during normal working hours by calling (804) 722-8710. Budget information of interest to the public can be found on the County website at [www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov).

*BUDGET CALENDAR*

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The County's budget schedule began in December of 2014 with initial data gathering for the General government department expenditures. In January, the County Administrator, Deputy County Administrator and Finance Director meet with departments to clarify any questions on their budget submissions.

From December through January, the Finance Department staff reviewed department and agency requests and developed budget related inquiries and updated revenues. Using guidance achieved from the Five Year Financial Plan and the results of discussions with department staff, the County Administrator, Deputy County Administrator and Finance Director developed specific recommendations for a balanced FY 15/16 budget. By the end of January, the County Administrator made his decisions on the budget recommendations and staff prepared the County Administrator's proposed budget document for FY 15/16. This budget was presented to the Board of Supervisors on February 24, and a public hearing on the County Administrator's proposed budget was held on April 28.

After the proposed budget is proposed, the Board held work sessions to conduct a detailed review of each area of the budget and to propose specific changes to the County Administrator's proposed budget. After all of the budget changes were agreed upon, a public hearing on the tax rate was held on April 14. The Board set the tax levy for the coming year on April 14. The Board adopted and appropriated the operating and capital budgets on May 12.

Once the budget is appropriated, it becomes the legal basis for spending funds to accomplish the programs of each department of the County during the fiscal year. No department or agency may spend in excess of the appropriated amounts. Financial and programmatic monitoring of departmental activities occurs throughout the year to ensure conformity with the adopted budget. The County Administrator is authorized to transfer budget amounts contained within the same funds. Transfer of budgeted funds between funds must be approved by the Board.

Procedures governing amendments to the adopted operating budget are described on the previous page.

### ***MAJOR CATEGORIES OF EXPENDITURES***

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The General Government budget is divided into seven major functional areas: Administration; Constitutional Officers; Community Development; Financial Services; Operations; Public Safety; Social Services; Other.

The **Administration** functional area provides for County policy direction and management through the County Administrator's Office and the Board of Supervisors; legal advice from the County Attorney; and personnel and organizational development functions from Human Resources.

The **Constitutional Officers** functional area provides recording and maintaining all Court records from the Clerk of the Circuit Court, prosecution of felony crimes from the Commonwealth Attorney, security and home incarceration from the Sheriff, records of assessed revenue from the Commissioner of the Revenue, and tax and revenue collection from the Treasurer.

The **Community Development** functional area provides building inspections, planning and zoning and code compliance within the division of Community Development.

The **Financial Services** area includes real estate assessment from the Assessor, payroll, accounting, purchasing, and budgeting for the County from the Finance Department; and technology support through the Information Technology Department.

The **Operations** functional area provides maintenance of County vehicles through the County Garage; the maintenance of County buildings through General Properties; support of the recycling program and landfill maintenance; the Parks and Recreation Department which provides County park operations and maintenance, community centers, and athletic programs. County Engineering is also included in this functional area.

The **Public Safety** functional area provides all police services such as patrol, investigations, and animal control through the County Police Department; emergency fire/rescue services provided by the County Department of Fire/Rescue and the volunteer fire companies and rescue squads; Emergency Communications (E-911).

The **Social Services** functional area provides the Department of Social Services. The services provided include oversight and implementation of state and federal social programs, the provision of mental health services, outreach services, transportation services, services for the elderly, and funding for other local social benefits. Comprehensive Services are also managed.

The **Other** area provides the Registrar, Circuit Court, General District Court and Magistrate functions. Law Library, Victim Witness, Board and Care of Prisoners, Court Services for juveniles, local health department, District 19 Services, the Regional Library, Soil & Water Conservation District, VPI Extension Service, Farmer's Market and transfers to outside funds.



# FUND STRUCTURE

The budget of the County is organized on the basis of fund classifications, each of which is considered to be a separate accounting and reporting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts which comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses.

There are three major types of funds:

## **1. GOVERNMENTAL FUND TYPES**

Governmental funds account for the expendable financial resources, other than those accounted for in Proprietary and Fiduciary Funds. Governmental funds utilize the modified accrual basis of accounting where the measurement focus is on financial position and changes in financial position, rather than upon net income determination. The individual Governmental Funds are:

- The General Fund accounts for all revenues and expenditures applicable to the general operations of the County that are not accounted for in other funds. The General Fund is the main operating account of the County and therefore, the largest of the governmental funds. This fund includes most traditional local government programs such as police, libraries, fire and rescue, parks, human services, etc. The General Fund also includes transfer payments to the School, County debt service, and capital improvement funds.
- The School Fund reflects revenues and expenditures related to the operation of the County's school system. The primary sources of revenue, exclusive of transfers from the General Fund, are basic aid payments from the Commonwealth and educational program grants. Major expenditures include instructional costs and transportation.
- Other School Funds (Self-Sustaining) are separate funds that are used for limited expenditures due to legal or regulatory provisions and are self-sustaining or self-supporting. These funds require minimal transfers from the General Fund and are primarily funded by federal and state categorical funds, fees, and grants. Examples of these funds are the Food Services Fund and the Title I Fund.
- Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than those dedicated to the General Fund) that are legally restricted to expenditures for specific purposes. Special Revenue Funds include Community Corrections, Adult Education, Tourism Fund, Economic Development Fund etc.

- The Debt Service Fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related charges. Debt service expenditures are funded by transfers from the General Fund and other sources.
- The Capital Improvement Funds account for financial resources used for the acquisition or construction of capital facilities. Funding for capital projects is derived from various sources such as borrowed funds, transfers from the General Fund, and other federal, state, and local revenues.
- The Storm Water Management Fund. Funding for capital projects is derived from various sources such as borrowed funds and other federal, state, and local revenues.

## **2. FIDUCIARY FUNDS (TRUST AND AGENCY FUNDS)**

These funds account for assets held by the County in a trustee or custodial capacity on behalf of others. Fiduciary Funds include non-expendable trust funds. These funds are reported in the Comprehensive Annual Financial Report (CAFR) but are not included in this document.

## **3. PROPRIETARY FUNDS**

Proprietary Funds account for operations that are financed in a manner similar to private business enterprises. The Proprietary Funds utilize the accrual basis of accounting where the measurement focus is upon determination of net income, financial position, and changes in financial position. Proprietary Funds consist of Internal Service Funds.

- The Water/Sewer (Utilities) Fund. Funding for water and sewer services provided to County residents. All fees raised cover the expenses required to provide services and maintain capital.

## **WHICH FUNDS ARE INCLUDED IN THIS BUDGET DOCUMENT?**

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The County's operating budget document primarily addresses budgets for Local Government operations and of the General Fund, along with a summary of the debt service and capital improvement funds. The operating budget document includes several special revenue funds and other funds that receive transfers from the operating budget, including the School Fund, Tourism Fund, the Economic Development Fund, Water/Sewer Fund and the Capital Improvements Fund.

An itemized and complete financial balance sheet for the County as well as a comprehensive statement of revenue disbursements, liabilities, reserves, and surplus or deficit of all funds subject to appropriation are contained in the Certified Annual Financial Report (CAFR), published separately by the Department of Finance.

Other special revenue funds, internal service funds, and trust and agency funds are summarized in the County's annual financial report.

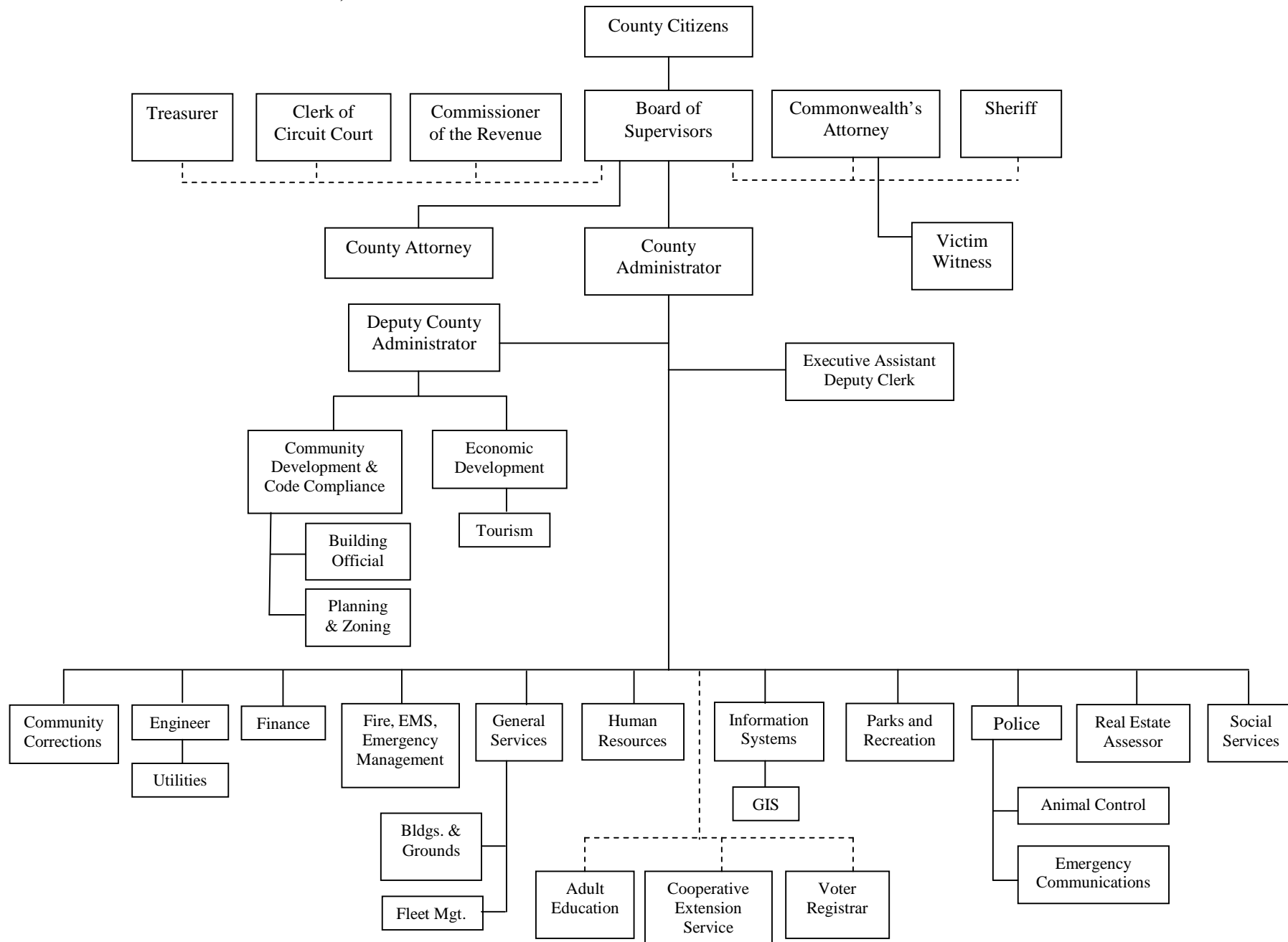
***BASIS OF BUDGETING AND ACCOUNTING***

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Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles, applicable to governmental units. Formal budgetary integration is employed as a management control device during the year. Annual appropriations resolutions and budgets are adopted for the General, Special Revenue, and Debt Service Funds. Governmental accounting is directed toward expenditure control and budgetary compliance. The accounting system's budgetary control function is accomplished by incorporating budgetary accounts into fund ledgers and recording appropriations adopted by the Board of Supervisors. All appropriations are legally controlled at the department level. The County Administrator has the ability to move funds between departments up to \$5,000. All annual appropriations lapse at the end of the fiscal year, except for the Capital Project Funds and grants. The budget resolution specifies that the budget and appropriation for each grant or project continue until the expiration of the grant or completion of the project.

In most cases, the County's budget follows the same basis of accounting used in preparing the County's Comprehensive Annual Financial Report (CAFR), which is prepared in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB) and the Auditor of Public Accounts of the Commonwealth of Virginia (APA). A difference between GAAP and the budgetary basis of accounting is the treatment of encumbrances. Encumbered amounts are treated as expenditures under the budgetary basis of accounting used by the County, while encumbrances are treated as reservations of fund balance under the GAAP basis.

# PRINCE GEORGE COUNTY, VA



# FINANCIAL MANAGEMENT POLICIES

*Adopted: November 7, 2006*

*Revised: July 12, 2011*

*Revised: May 13, 2014*

## FISCAL POLICY GUIDELINES - OBJECTIVES

This fiscal policy is a statement of the guidelines and goals that will influence and guide the financial management practice of the County of Prince George. A fiscal policy that is adopted, adhered to, and regularly reviewed is recognized as the cornerstone of sound financial management.

The County's existing Financial Policy was adopted in November of 2006. Since this time, the Governmental Accounting Standards Board released Statement No. 54 which deals with the classification of fund balance. This policy, as presented, is revised per the requirements of GASB 54.

Effective fiscal policy:

- Contributes significantly to the County's ability to insulate itself from fiscal crisis,
- Enhances short term and long term financial credit ability by helping to achieve the highest credit and bond ratings possible,
- Promotes long-term financial stability by establishing clear and consistent guidelines,
- Directs attention to the total financial picture of the County rather than single issue areas,
- Promotes the view of linking long-run financial planning with day to day operations, and
- Provides the Board of Supervisors and the citizens a framework for measuring the fiscal impact of government services against established fiscal parameters and guidelines.

To these ends, the following fiscal policy statements are presented.

***CAPITAL IMPROVEMENT BUDGET POLICIES***

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1. The County will consider all capital improvements in accordance with an adopted capital improvement program.
2. The County will develop a five-year plan for capital improvements and review and update the plan annually.
3. The County will enact an annual capital budget based on the five-year capital improvement plan. Future capital expenditures necessitated by changes in population, changes in real estate development, or changes in economic base will be included in capital budget projections.
4. The County will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
5. The County will maintain all its assets at a level adequate to protect the County's capital investment and to minimize future maintenance and replacement costs.
6. The County will project its equipment replacement needs as part of the capital improvement process. From this projection a replacement schedule will be developed and followed.
7. The County will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted for approval.
8. The County will attempt to determine the least costly and most flexible financing method for all new projects.

***DEBT POLICIES***

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1. The County will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
2. The County will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
3. When the County finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the

expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.

4. Direct net debt as a percentage of estimated market value of taxable property should not exceed 3.5%. Direct net debt is defined as any and all debt that is tax-supported. This ratio will be measured annually.
5. The ratio of direct debt service expenditures as a percent of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures should not exceed 10.0% with a targeted direct debt aggregate ten-year principal payout ratio of 55.0% or better for all tax supported debt. These ratios will be measured annually.
6. The County recognizes the importance of underlying and overlapping debt in analyzing financial condition. The County will regularly analyze total indebtedness including underlying and overlapping debt.
7. Where feasible, the County will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
8. The County will only issue tax anticipation debt due to unforeseen circumstances and where cash flow projections identify an absolute need, and will retire any such tax anticipation debt annually. Bond anticipation debt will be retired within six months after completion of the project or upon availability of permanent financing.

#### *FUND BALANCE POLICIES*

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Fund Balance is the difference between assets and liabilities reported in governmental funds. It serves as a measure of financial resources available for current operations. The Governmental Accounting Standards Board prescribes the classification scheme for components of fund balance. The types of fund balance components are non-spendable, restricted, committed, assigned and unassigned. The policy will focus on the amount remaining after accounting for non-spendable and restricted fund balance, which is comprised of three elements; committed, assigned and unassigned fund balance.

	Definition	Example
Non-spendable	Net resources that cannot be spent because of their form or they must be maintained intact	<ul style="list-style-type: none"> <li>• Inventory</li> <li>• Prepaid Asset</li> <li>• Long-Term Receivables</li> </ul>
Restricted	Limitations imposed by creditors, grantors, contributors, or laws and regulations of other governments	<ul style="list-style-type: none"> <li>• Federal Grants</li> <li>• Unspent bond proceeds</li> <li>• Bond covenants</li> </ul>

		<ul style="list-style-type: none"> <li>• Taxes raised for a specific purpose</li> </ul>
This policy will focus on the amount remaining after accounting for non-spendable and restricted fund balance, which is comprised of the following three types:		
Committed	Limitations imposed by the Board of Supervisors that requires a resolution to remove	<ul style="list-style-type: none"> <li>• Encumbrances (formal action)</li> <li>• Limitation imposed no later than the close of the reporting period</li> </ul>
Assigned	Intended use established by the County Administrator of his/her designee	<ul style="list-style-type: none"> <li>• Encumbrances (informal action)</li> <li>• Recommended use of fund balance at year-end</li> </ul>
Unassigned	Total fund balance in the general fund in excess of non-spendable, restricted, committed and assigned fund balance	<ul style="list-style-type: none"> <li>• 12.5% set aside for emergency needs as approved by Board of Supervisors</li> </ul>

1. The County will establish a contingency fund to pay for needs caused by unforeseen emergencies, including unanticipated expenditures of a nonrecurring nature, or to meet unexpected small increases in service delivery costs. The County will target a contingency fund balance equal to 0.5% of the general fund budget.
2. Unassigned fund balances at the close of each fiscal year should be at least 12.5% of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures.
3. The County Board may, from time-to-time, appropriate unassigned fund balances that will reduce available fund balances below the 12.5% policy for the purposes of a declared fiscal emergency or other such global purpose as to protect the long-term fiscal security of the County. In such circumstances, the Board will adopt a plan to restore the available fund balances to the policy level within 36 months from the date of the appropriation. If restoration cannot be accomplished within such time period without severe hardship to the County, then the Board will establish a different but appropriate time period.
4. The County considers restricted fund balance to be spent when expenditure is incurred for purposes for which restricted and unrestricted fund balance are available unless prohibited by legal documents or contracts. When expenditure is incurred for purposes for which committed, assigned or unassigned amounts are available, the County considers committed fund balance to be spent first, then assigned fund balance, and lastly unassigned fund balance.




5. In recognition of the incremental costs of capital improvements and their future maintenance and replacement costs, the County will establish a Capital Improvements Reserve Fund. The level of the Fund will be determined on an annual basis and incorporated into the County's Annual Operating Budget. This Fund will be initially established at some minimum level based upon a further evaluation of future capital improvement needs (inclusive of pay-go capital).

#### BUDGET DEVELOPMENT POLICIES

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One-time or other special revenues will not be used to finance continuing County operations, but instead will be used for funding special projects.

	<b>FISCAL YEAR 2015-2016 OPERATING BUDGET CALENDAR</b>	
<b>P R I N C E G E O R G E</b>	November 2014 21	CIP committee Initial Meeting
	December 2014 12	Budget Letters Sent to Department Heads
	January 2015 6 10 12-23  20 21 28	CIP Review Meeting #1 Department Requests Due to Finance County Administrator Reviews Department Requests Pre-Budget Work Session CIP Review Meeting #2 CIP Review Meeting #3
	February 2015 4 18 23 24	CIP Review Meeting #4 CIP Review Meeting #5 CIP Presentation to Planning Committee County Administrator's Proposed Budget
	March 2015 3 9 17	Budget Work Session Budget Work Session Budget Work Session
	April 2015 14 28	Tax Rate Public Hearing Budget Public Hearing
	May 2015 11 12	Budget Work Session Budget Adoption

## BUDGET SUMMARY

This section of the budget provides summary information about all funds included in the County's Total Budget. These funds were included in the budget adopted by the Board on May 12, 2015.

General Fund

Special Revenue Funds

Community Corrections

Adult Education

Tourism

Economic Development

Stormwater Fund

Water/Sewer Fund

School Funds

School Special Revenue Funds

Title I

Cafeteria

Capital Projects Fund

Debt Service Fund

Details on the funds can be found on the pages to follow.

## BUDGET-IN-BRIEF

### *Budget Highlights*

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The **Total Adopted** budget is \$113,759,213, \$7,703,552 greater than the FY14/15 adopted budget.

- No taxes were increased in the adoption of the budget.

The **General Fund** budget is \$50,984,881, \$3,104,175 greater than the FY14/15 adopted budget.

- Salary Increase range from 1.2% to 3.8%
- Health Insurance
- Removed PIN 15 Option
- Offer a rich HDHP plan with Employer Contributions into the Health Savings Account
- Offered a Sick Leave Buy Out option to transfer 40 hours of sick leave to the Health Savings Account
- Offered a Vision “buy-up” option

The adopted **School System** budget is \$60,763,249 with a local transfer in the amount of \$15,588,776, \$1,585,696 greater than the FY14/15 budgeted transfer.

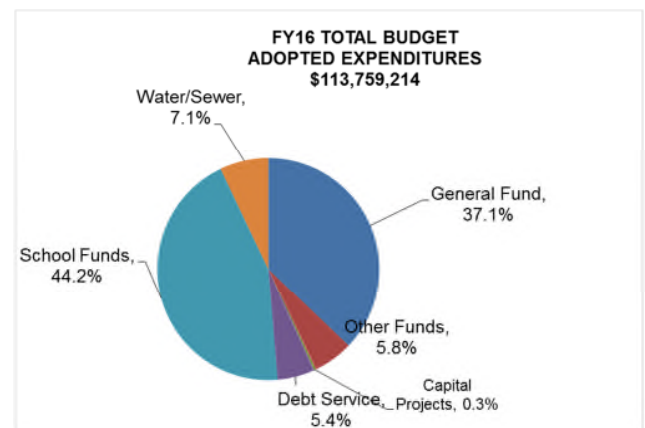
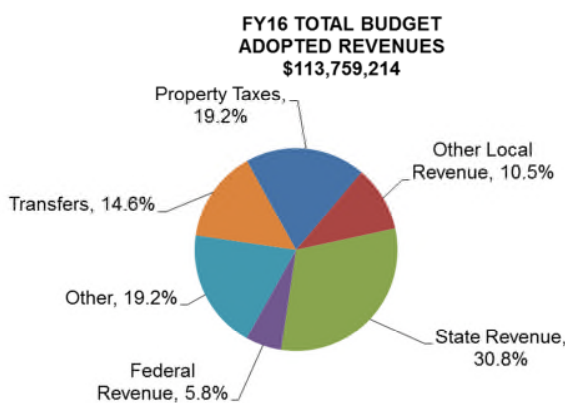
The **Utilities** budget is \$9,730,476, \$2,584,216 greater than the FY14/15 adopted budget. This adopted budget includes debt issuance of \$2,690,000.

The use of Fund Balance is \$1,620,538. This is to be partially offset by the additional impact aide received by the School System in FY15 in the amount of \$867,553. Also included in the usage of fund balance is Capital Projects in the amount of \$296,560. The capital projects appropriated as part of the adopted budget include Community Center Parking Lot, Body Worn Cameras for the Police Department, Central Wellness Center Parking Lot, the replacement of two Community Playgrounds and the Food Bank Roof Repair.

## BUDGET OVERVIEW

### ALL FUNDS:

The County's adopted Fiscal Year 2016 combined capital and operating budget totals \$113,759,214, net of transfers.



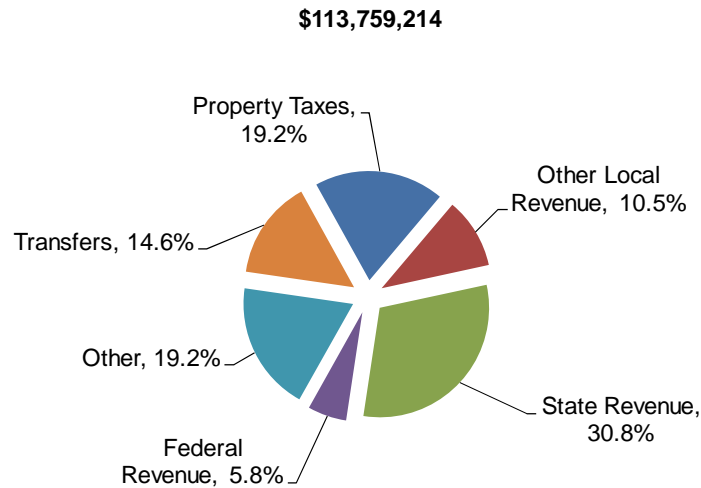
The Total Budget includes the General Fund, School Fund, Water/Sewer Fund, Capital Fund as well as special revenue funds and the debt service fund.

	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ADOPTED	FY16 ADOPTED
General Fund	\$ 45,800,615	\$ 47,381,449	\$ 49,759,751	\$ 47,880,705	\$ 50,984,881
School Fund	\$ 55,872,969	\$ 56,128,532	\$ 56,363,266	\$ 58,457,697	\$ 60,763,249
Capital Projects	\$ 2,895,764	\$ 3,200,916	\$ 6,566,777	\$ 238,000	\$ 389,936
Debt Service	\$ 21,004,371	\$ 7,181,965	\$ 7,200,001	\$ 7,095,143	\$ 7,449,465
Water/Sewer	\$ 4,452,933	\$ 3,919,095	\$ 4,549,873	\$ 7,146,260	\$ 9,730,476
Other Funds	\$ 5,983,045	\$ 6,075,186	\$ 6,174,450	\$ 7,183,919	\$ 8,012,834
<i>Less Transfers</i>	<i>\$ (20,748,807)</i>	<i>\$ (21,049,271)</i>	<i>\$ (22,957,543)</i>	<i>\$ (21,946,063)</i>	<i>\$ (23,571,627)</i>
<b>Total, All Funds</b>	<b>\$ 115,260,890</b>	<b>\$ 102,837,872</b>	<b>\$ 107,656,574</b>	<b>\$ 106,055,662</b>	<b>\$ 113,759,214</b>

# TOTAL COUNTY REVENUES

*FY15/16 TOTAL BUDGET*

*ADOPTED REVENUES*



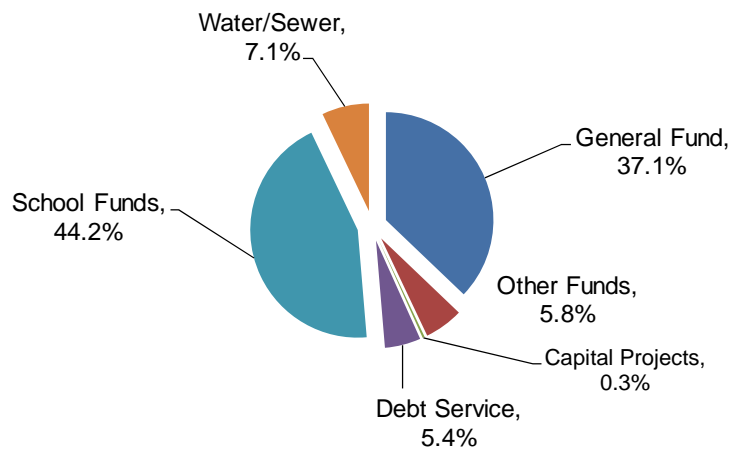
	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ADOPTED	FY16 ADOPTED
Property Taxes	\$ 28,278,105	\$ 28,076,404	\$ 30,429,887	\$ 29,334,139	\$ 30,901,000
Other Local Revenue	\$ 15,791,184	\$ 15,882,960	\$ 16,216,122	\$ 16,307,989	\$ 16,818,559
State Revenue	\$ 44,285,614	\$ 45,270,920	\$ 48,825,487	\$ 48,637,567	\$ 49,524,537
Federal Revenue	\$ 11,439,660	\$ 9,448,504	\$ 9,181,000	\$ 9,032,303	\$ 9,253,918
Other	\$ 21,565,098	\$ 22,285,064	\$ 23,538,545	\$ 24,689,727	\$ 30,832,827
Bond Proceeds	\$ 500,911	\$ -	\$ 3,200,000	\$ -	\$ -
<i>Less Transfers</i>	\$ (20,748,807)	\$ (21,862,966)	\$ (11,484,229)	\$ (21,946,063)	\$ (23,571,627)
<b>Total, All Funds</b>	<b>\$ 101,111,764</b>	<b>\$ 99,100,887</b>	<b>\$ 119,906,813</b>	<b>\$ 106,055,662</b>	<b>\$ 113,759,214</b>

# TOTAL COUNTY EXPENDITURES

*FY15/16 TOTAL BUDGET*

*ADOPTED EXPENDITURES*

**\$113,759,214**

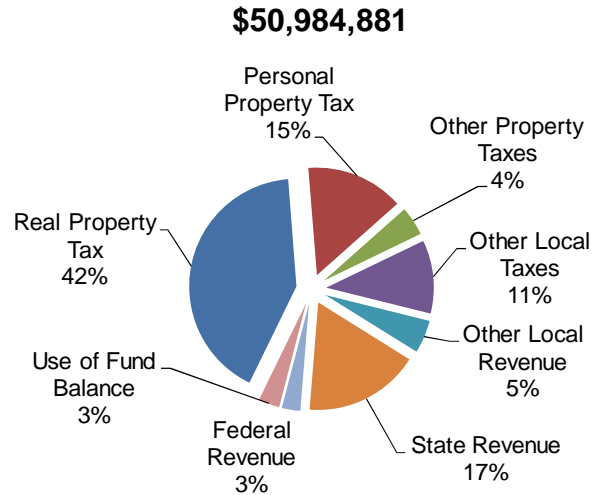


	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ADOPTED	FY16 ADOPTED
General Fund	\$ 45,800,615	\$ 47,381,449	\$ 49,759,751	\$ 47,880,705	\$ 50,984,881
School Fund	\$ 55,872,969	\$ 56,128,532	\$ 56,363,266	\$ 58,457,697	\$ 60,763,249
Capital Projects	\$ 2,895,764	\$ 3,200,916	\$ 6,566,777	\$ 238,000	\$ 389,936
Debt Service	\$ 21,004,371	\$ 7,181,965	\$ 7,200,001	\$ 7,095,143	\$ 7,449,465
Water/Sewer	\$ 4,452,933	\$ 3,919,095	\$ 4,549,873	\$ 7,146,260	\$ 9,730,476
Other Funds	\$ 5,983,045	\$ 6,075,186	\$ 6,174,450	\$ 7,183,919	\$ 8,012,834
<i>Less Transfers</i>	\$ (20,748,807)	\$ (21,049,271)	\$ (22,957,543)	\$ (21,946,063)	\$ (23,571,627)
<b>Total, All Funds</b>	<b>\$ 115,260,890</b>	<b>\$ 102,837,872</b>	<b>\$ 107,656,574</b>	<b>\$ 106,055,662</b>	<b>\$ 113,759,214</b>

# GENERAL FUND REVENUES

*FY15/16 ADOPTED*

*GENERAL FUND REVENUES*



	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ADOPTED	FY16 ADOPTED
Real Property Tax	\$20,119,169	\$19,721,432	\$20,296,880	\$20,516,000	\$21,165,000
Personal Property Tax	\$ 6,423,233	\$ 6,273,041	\$ 7,719,403	\$ 6,817,743	\$ 7,485,000
Other Property Taxes	\$ 1,735,704	\$ 2,081,931	\$ 2,413,604	\$ 2,000,396	\$ 2,251,000
Other Local Taxes	\$ 6,303,942	\$ 5,677,134	\$ 5,722,173	\$ 5,761,500	\$ 5,637,500
Other Local Revenue	\$ 2,314,580	\$ 2,698,820	\$ 2,490,531	\$ 2,776,321	\$ 2,537,700
State Revenue	\$ 8,660,051	\$ 8,635,050	\$ 9,335,651	\$ 8,815,307	\$ 8,884,851
Federal Revenue	\$ 1,186,807	\$ 841,378	\$ 1,088,957	\$ 1,193,439	\$ 1,403,292
Use of Fund Balance	\$ -	\$ 52,856	\$ 20,952	\$ -	\$ 1,620,538
Total, General Fund	\$46,743,485	\$45,981,642	\$49,088,151	\$47,880,706	\$50,984,881



# GENERAL FUND REVENUE

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0100-10-501-8100-00000-000-000-000-311101-	CURR.TAXES:REAL PROPERTY	20,072,424	19,490,035	19,620,156	20,276,000	20,500,000	224,000
0100-10-501-8100-00000-000-000-000-311102-	DEL.TAXES:RE PRIOR YEARS	30,956	219,348	676,724	225,000	650,000	425,000
0100-10-501-8100-00000-000-000-000-311104-	ROLLBACK TAXES	15,788	12,049	-	15,000	15,000	-
<b>REAL PROPERTY TAXES</b>		<b>20,119,169</b>	<b>19,721,432</b>	<b>20,296,880</b>	<b>20,516,000</b>	<b>21,165,000</b>	<b>649,000</b>
0100-10-501-8101-00000-000-000-000-311201-	CURR.TAXES:PUBL.SER-RE	845,268	664,095	1,198,121	850,000	850,000	-
0100-10-501-8101-00000-000-000-000-311202-	DEL.TAXES:PUBL.SER-RE	1,425	344,481	-	1,000	1,000	-
<b>PUBLIC SERVICE CORPORATION TAXES</b>		<b>846,693</b>	<b>1,008,576</b>	<b>1,198,121</b>	<b>851,000</b>	<b>851,000</b>	<b>-</b>
0100-10-501-8101-00000-000-000-000-311301-	CURR.TAXES:PERS PROP	5,950,673	5,714,805	6,987,665	6,307,743	6,750,000	442,257
0100-10-501-8101-00000-000-000-000-311302-	DEL.TAXES:PERS.PROPERTY	391,677	485,918	671,036	425,000	650,000	225,000
0100-10-501-8102-00000-000-000-000-311303-	CURR.TAXES:MOBILE HOME	68,425	60,226	60,789	70,000	70,000	-
0100-10-501-8102-00000-000-000-000-311304-	DEL.TAXES:MOBILE HOME	12,458	12,092	(87)	15,000	15,000	-
<b>PERSONAL PROPERTY TAXES</b>		<b>6,423,233</b>	<b>6,273,041</b>	<b>7,719,403</b>	<b>6,817,743</b>	<b>7,485,000</b>	<b>667,257</b>
0100-10-501-8103-00000-000-000-000-311401-	CURR.TAXES:MACH & TOOLS	440,491	595,995	857,483	649,396	900,000	250,604
0100-10-501-8103-00000-000-000-000-311402-	DEL.TAXES:MACH & TOOLS	3,176	739	552	-	-	-
<b>MACHINERY &amp; TOOLS TAXES</b>		<b>443,667</b>	<b>596,734</b>	<b>858,035</b>	<b>649,396</b>	<b>900,000</b>	<b>250,604</b>
0100-10-501-8104-00000-000-000-000-311601-	PENALTIES: ALL PROP TAXES	245,026	283,074	204,812	300,000	300,000	-
0100-10-501-8104-00000-000-000-000-311602-	INTEREST:ALL PROP TAX	148,415	154,556	149,047	155,000	155,000	-
0100-10-501-8104-00000-000-000-000-311604-	ADMIN COST:DEL TAX COLL	51,903	38,991	3,590	45,000	45,000	-
<b>PENALTIES &amp; INTEREST</b>		<b>445,344</b>	<b>476,621</b>	<b>357,449</b>	<b>500,000</b>	<b>500,000</b>	<b>-</b>
<b>TOTAL: GENERAL PROPERTY TAXES</b>		<b>28,278,105</b>	<b>28,076,404</b>	<b>30,429,887</b>	<b>29,334,139</b>	<b>30,901,000</b>	<b>1,566,861</b>
0100-10-502-8105-00000-000-000-000-312101-	LOCAL SALES & USE TAX	1,902,611	1,933,998	1,966,673	1,950,000	2,000,000	50,000
0100-10-502-8106-00000-000-000-000-312201-	ELECTRIC UTILITY TAX	709,324	765,267	806,970	745,000	800,000	55,000
0100-10-502-8106-00000-000-000-000-312203-	GAS UTILITY TAX	62,961	67,036	74,866	67,000	75,000	8,000
0100-10-502-8106-00000-000-000-000-312204-	COMMUNICATIONS TAX	17	-	23	-	-	-
0100-10-502-8107-00000-000-000-000-312301-	CONTRACTORS LICENSES	180,854	169,768	208,876	180,000	180,000	-
0100-10-502-8107-00000-000-000-000-312302-	RETAIL SALES LICENSES	517,654	510,441	472,978	510,000	475,000	(35,000)
0100-10-502-8107-00000-000-000-000-312303-	PROFESSIONAL LICENSES	47,331	61,293	79,379	60,000	80,000	20,000
0100-10-502-8107-00000-000-000-000-312304-	REPRS & PERS BUS LICENSE	287,430	346,742	372,501	290,000	375,000	85,000
0100-10-502-8107-00000-000-000-000-312306-	UTILITY COMPANY LICENSE	96,105	73,549	72,782	150,000	75,000	(75,000)
0100-10-502-8107-00000-000-000-000-312307-	TAXICAB LICENSES	3,648	5,320	5,690	4,500	5,500	1,000
0100-10-502-8107-00000-000-000-000-312308-	FT LEE CONTRACTORS LICENSE	867,628	305,560	266,632	350,000	100,000	(250,000)
0100-10-502-8107-00000-000-000-000-312309-	FT LEE RETAIL SALES LICENSES	17,861	20,514	19,458	20,000	20,000	-
0100-10-502-8108-00000-000-000-000-312501-	MOTOR VEHICLE LICENSES	820,939	802,468	828,701	815,000	830,000	15,000
0100-10-502-8108-00000-000-000-000-312601-	BANK STOCK TAXES	89,452	92,247	91,358	90,000	92,000	2,000
0100-10-502-8108-00000-000-000-000-312701-	TAXES ON RECRD TN & WILLS	281,894	287,472	269,505	290,000	290,000	-
0100-10-502-8108-00000-000-000-000-312010-	LOCAL LODGING TAX	243,712	235,460	185,781	240,000	240,000	-
0100-10-502-8108-00000-000-000-000-312801-	WIRELESS BOARD-PSAP PYMTS	174,522	-	-	-	-	-
<b>TOTAL OTHER LOCAL TAXES</b>		<b>6,303,942</b>	<b>5,677,134</b>	<b>5,722,173</b>	<b>5,761,500</b>	<b>5,637,500</b>	<b>(124,000)</b>
0100-10-503-8109-00000-000-000-000-313101-	DOG LICENSES	14,379	11,317	11,891	17,000	15,000	(2,000)
0100-10-503-8109-00000-000-000-000-313304-	LAND USE APPLICATION FEE	8,745	2,087	682	2,000	1,000	(1,000)
0100-10-503-8109-00000-000-000-000-313305-	TRANSFER FEES	585	704	687	600	600	-
0100-10-506-8113-00000-000-000-000-316503-	JAIL ADMISSION FEE	4,058	5,771	6,936	5,000	7,000	2,000
0100-10-503-8109-00000-000-000-000-313339-	TAXICAB DRIVER PERMITS	7,500	20,425	16,775	20,000	18,000	(2,000)
0100-10-503-8109-00000-000-000-000-313308-	BUILDING PERMITS	120,148	200,110	139,410	200,000	200,000	-
0100-10-503-8109-00000-000-000-000-313309-	BLDG REINSPECTION FEES	70	35	40	500	100	(400)
0100-10-503-8109-00000-000-000-000-313310-	ELECTRICAL PERMITS	49,991	69,620	57,694	70,000	62,000	(8,000)
0100-10-503-8109-00000-000-000-000-313312-	PLUMBING PERMITS	16,104	29,026	21,851	30,000	32,000	2,000
0100-10-503-8109-00000-000-000-000-313333-	WATER PERMITS	35	665	160	1,000	500	(500)
0100-10-503-8109-00000-000-000-000-313334-	HTG,AIR COND PERMITS	34,711	50,666	37,670	50,000	40,000	(10,000)
0100-10-503-8109-00000-000-000-000-313335-	DEMOLITION PERMITS	305	1,322	1,672	1,500	500	(1,000)
0100-10-503-8109-00000-000-000-000-313336-	SEWER PERMITS	2,321	2,936	8,460	10,500	8,000	(2,500)
0100-10-503-8109-00000-000-000-000-313337-	GAS PERMITS	7,476	16,850	7,385	10,000	10,000	-
0100-10-503-8109-00000-000-000-000-313338-	FIRE PERMITS	4,419	9,553	9,346	10,000	10,000	-
0100-10-503-8109-00000-000-000-000-313329-	ADMIN FEES	8,584	5,786	975	8,000	1,000	(7,000)
0100-10-503-8113-00000-000-000-000-313340-	REZONING FEES	1,050	1,832	8,118	2,000	8,000	6,000
0100-10-503-8113-00000-000-000-000-313341-	PLAN REVIEW FEES	7,027	4,170	6,190	6,500	4,000	(2,500)
0100-10-503-8113-00000-000-000-000-313342-	SUBDIVISION REVIEW FEES	4,106	4,425	6,530	7,000	7,000	-
0100-10-503-8113-00000-000-000-000-313343-	SPECIAL EXCEPTION FEES	5,534	3,200	5,050	6,000	6,000	-
0100-10-503-8113-00000-000-000-000-313344-	VARIANCE/ APPEAL APPLIC	400	-	350	500	500	-
0100-10-503-8113-00000-000-000-000-313356-	ZONING COMPLIANCE LETTER	573	-	-	15,000	2,000	(13,000)
0100-10-503-8113-00000-000-000-000-313346-	DEFERRAL FEES	-	-	-	200	500	300
0100-10-503-8113-00000-000-000-000-313347-	LAND DISTURBANCE PERMITS	3,738	6,273	8,366	4,000	8,000	4,000
0100-10-503-8113-00000-000-000-000-313348-	SECOND DWELLING UNITS	-	-	-	150	500	350
0100-10-503-8113-00000-000-000-000-313345-	PLANNING ADMINISTRATIVE FEES	-	1,075	1,638	700	2,000	1,300
<b>PERMITS, PRIVILEGE FEES &amp; LICENSES</b>		<b>301,859</b>	<b>447,848</b>	<b>357,876</b>	<b>478,150</b>	<b>444,200</b>	<b>(33,950)</b>

# GENERAL FUND REVENUE (cont.)

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0100-10-504-8110-00000-000-000-000-314101-	FINES AND FORFEITURES	470,367	718,272	524,500	675,000	625,000	(50,000)
0100-10-504-8110-00000-000-000-000-314102-	PARKING FINE	1,485	795	775	1,800	1,000	(800)
0100-10-504-8110-00000-000-000-000-314103-	FALSE ALARM FEES	370	900	50	1,000	500	(500)
<b>FINES &amp; FORFEITURES</b>		<b>472,094</b>	<b>719,967</b>	<b>525,325</b>	<b>677,800</b>	<b>626,500</b>	<b>(51,300)</b>
0100-10-505-8111-00000-000-000-000-315101-	INTEREST ON BANK ACCOUNTS	(12,781)	(11,059)	(10,539)	-	-	-
0100-10-505-8111-00000-000-000-000-315102-	INTEREST ON INVESTMENTS	142,849	84,310	40,604	130,000	50,000	(80,000)
0100-10-505-8112-00000-000-000-000-315201-	RENTAL OF GEN. PROPERTY	102,356	152,883	159,534	150,000	160,000	10,000
0100-10-505-8114-00000-000-000-000-315203-	SALE OF LAND	800	2	-	-	-	-
0100-10-505-8114-00000-000-000-000-315202-	SALE OF VEHICLES	16,163	10,515	15,063	10,000	15,000	5,000
0100-10-505-8114-00000-000-000-000-315204-	SALE:MATERIAL,SUP & SIGNS	75	-	-	-	-	-
0100-10-505-8114-00000-000-000-000-315204-	SALE:SALVAGE, SURPLUS	12,177	7,132	9,242	10,000	10,000	-
0100-10-505-8114-00000-000-000-000-315205-	SALE:COPIES	586	473	337	500	500	-
0100-10-506-8113-00000-000-000-000-316501-	SALE:MAPS, SURVEYS	1,153	405	640	1,000	750	(250)
0100-10-506-8113-00000-000-000-000-316502-	SALE:PUBLICATIONS	363	200	266	500	500	-
0100-10-505-8112-00000-000-000-000-315206-	LIBRARY RENT	-	-	-	14,400	14,400	-
<b>USE OF MONEY &amp; PROPERTY</b>		<b>263,742</b>	<b>244,861</b>	<b>215,147</b>	<b>316,400</b>	<b>251,150</b>	<b>(65,250)</b>
0100-10-506-8113-00000-000-000-000-316102-	EXCESS FEES OF CLERK	-	(500)	-	-	-	-
0100-10-506-8113-00000-000-000-000-316103-	SHERIFF'S FEES	378	8,908	5,111	10,000	5,000	(5,000)
0100-10-506-8113-00000-000-000-000-316104-	LAW LIBRARY FEES #219	7,245	7,080	8,123	-	-	-
0100-10-506-8113-00000-000-000-000-316105-	DNA FEE #233	601	572	663	500	750	250
0100-10-506-8113-00000-000-000-000-316107-	SHERIFF-COURT SECURITY FE	96,644	119,350	99,487	110,000	110,000	-
0100-10-506-8113-00000-000-000-000-316108-	COURTHOUSE MAINT.FEE #229	21,414	25,078	21,855	25,000	25,000	-
0100-10-506-8113-00000-000-000-000-316305-	ACCIDENT REPORT FEES	2,509	2,147	2,920	3,000	3,000	-
0100-10-506-8113-00000-000-000-000-316201-	COMM ATTNY FEES	3,649	3,868	4,103	4,000	4,000	-
0100-10-506-8113-00000-000-000-000-316202-	RESTITUTION	-	-	-	1,800	-	(1,800)
0100-10-506-8113-00000-000-000-000-316601-	BOARDING OF ANIMALS	6,300	8,851	8,560	10,000	10,000	-
0100-10-506-8113-00000-000-000-000-316303-	FINGERPRINTING FEES	1,600	1,315	1,645	1,500	1,500	-
0100-10-506-8113-00000-000-000-000-316801-	TRANSFER STATION FEES	155,793	-	-	-	-	-
0100-10-506-8113-00000-000-000-000-316211-	RECREATION FEES	52,267	20,872	17,705	180,000	20,000	(160,000)
0100-10-506-8113-00000-000-000-000-316212-	REGISTRATION FEES & SVS	64,191	82,057	92,746	-	95,000	95,000
0100-10-506-8113-00000-000-000-000-316213-	GYM MEMBERSHIPS	-	-	-	10,000	10,000	-
0100-10-506-8113-00000-000-000-000-316213-	SPECIAL ACTIVITIES REGIS	22,524	22,369	25,525	26,500	26,500	-
0100-10-506-8113-00000-000-000-000-316402-	EMS TRANSPORT FEES	397,031	27,662	-	-	-	-
0100-10-506-8113-00000-000-000-000-316403-	EMS SUBSCRIPTION FEES	12,759	12,283	7,044	15,000	15,000	-
0100-10-506-8113-00000-000-000-000-316405-	CHG FOR SERVICE:REPAIR	167,460	65,298	193,456	175,000	200,000	25,000
0100-10-506-8113-00000-000-000-000-316406-	IN-HOUSE EMS TRANSPORT FEES	-	524,051	470,521	500,000	500,000	-
0100-10-506-8113-00000-000-000-000-316407-	DMV BLOCKS	-	-	9,641	10,000	10,000	-
0100-10-506-8113-00000-000-000-000-316302-	SHERIFF- ELECTORNIC MONIT	2,255	-	3,175	2,000	2,000	-
0100-10-504-8113-00000-000-000-000-314104-	RETURNED CHECK FEES	4,230	3,085	3,303	4,000	4,000	-
<b>CHARGES FOR SERVICES</b>		<b>1,018,993</b>	<b>934,347</b>	<b>975,584</b>	<b>1,088,300</b>	<b>1,041,750</b>	<b>(46,550)</b>
0100-10-507-8114-00000-000-000-000-318903-	GIFTS & DONATIONS/PRIVATE	823	16,863	31,899	-	-	-
0100-10-508-8114-00000-000-000-000-318902-	FARMERS MARKET	-	380	536	-	-	-
0100-10-508-8114-00000-000-000-000-318902-	REFUND:PUBLIC ASST.CLIENT	2,875	-	-	-	-	-
0100-10-508-8114-00000-000-000-000-318904-	REFUND:HEALTH DEPT	3,528	-	902	-	-	-
0100-10-508-8114-00000-000-000-000-318951-	DEBIT CARD FEES COLLECTED	311	(1,366)	(4,151)	-	-	-
0100-10-507-8114-00000-000-000-000-318952-	ANIMAL SHELTER DONATIONS	8,749	33,666	10,178	-	-	-
0100-10-507-8114-00000-000-000-000-318953-	MISCELLANEOUS REVENUE	37,546	85,644	188,821	-	-	-
0100-10-508-8114-00000-000-000-000-318954-	GRASS CUTTING FEES	-	(525)	(1,200)	-	-	-
<b>MISCELLANEOUS</b>		<b>53,832</b>	<b>134,661</b>	<b>226,986</b>	<b>-</b>	<b>-</b>	<b>-</b>
0100-10-508-8113-00000-000-000-000-319201-	FISCAL AGENT-ROWANTY	21,571	21,571	21,571	21,571	-	(21,571)
0100-10-508-8113-00000-000-000-000-319202-	FISCAL AGENT-DI9-ADULT ED	10,246	10,185	12,053	11,000	11,000	-
0100-10-508-8113-00000-000-000-000-319203-	ACCOUNTING SERVICES	8,901	7,500	6,507	7,500	7,500	-
0100-10-508-8113-00000-000-000-000-319204-	ACCOUNT SERV.UTILITIES	15,000	15,000	15,000	15,000	15,000	-
0100-10-508-8114-00000-000-000-000-319206-	COURT ADMIN -CIRCUIT COUR	66,536	69,477	64,741	70,000	70,000	-
0100-10-508-8114-00000-000-000-000-319199-	REFUND: PUBLIC ASST. CLI	-	14,915	2,017	-	-	-
0100-10-506-8113-00000-000-000-000-316110-	RECORD COST-CLERK OF CT	19,131	33,298	39,600	30,000	35,000	5,000
0100-10-506-8113-00000-000-000-000-316404-	FIRE REPORT REQUESTS	55	90	40	100	100	-
0100-10-508-8114-00000-000-000-000-319211-	RECOV COST:POLICE SECURIT	6,765	1,880	-	10,000	-	(10,000)
0100-10-508-8114-00000-000-000-000-319209-	VIDEO ARRAIGNMENT LOCAL	589	664	1,198	2,000	2,000	-
0100-10-508-8114-00000-000-000-000-319208-	CSA/SSI RECOVERIES	41,767	29,057	13,386	35,000	20,000	(15,000)
0100-10-508-8114-00000-000-000-000-319207-	CARSON VFD RECOVERED COST	13,500	13,500	13,500	13,500	13,500	-
<b>RECOVERED COSTS</b>		<b>204,060</b>	<b>217,136</b>	<b>189,613</b>	<b>215,671</b>	<b>174,100</b>	<b>(41,571)</b>
<b>TOTAL: ALL LOCAL REVENUE SOURCES</b>		<b>36,896,627</b>	<b>36,452,359</b>	<b>38,642,590</b>	<b>37,871,960</b>	<b>39,076,200</b>	<b>1,204,240</b>

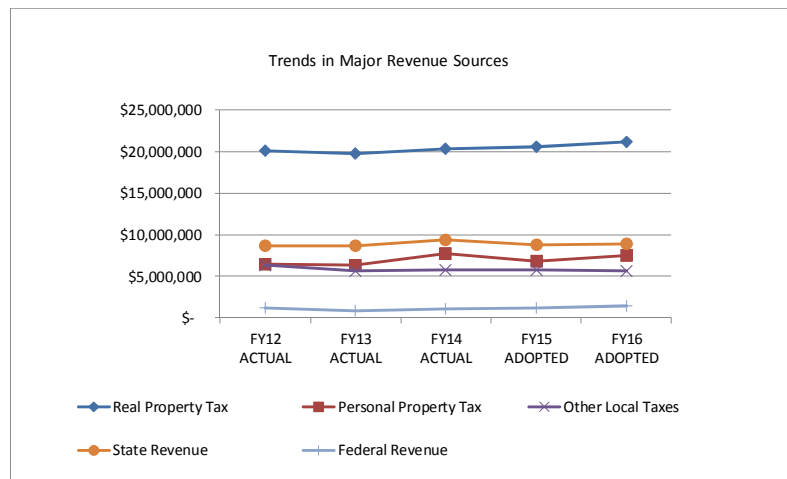
# GENERAL FUND REVENUE (cont.)

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0100-20-600-8200-00000-000-000-000-322104-	MOBILE HOME TITLING TAX	34,881	18,399	17,188	40,000	40,000	-
0100-20-600-8200-00000-000-000-000-322105-	TAX ON DEEDS	84,769	69,915	94,891	90,000	95,000	5,000
0100-20-600-8200-00000-000-000-000-322107-	ROLLING STOCK TAX	40,193	46,716	51,520	45,000	50,000	5,000
0100-20-600-8200-00000-000-000-000-322110-	TAX RETD.RENTAL AUTOS	26,449	31,030	31,203	30,000	30,000	-
0100-20-600-8200-00000-000-000-000-322109-	PPTRA REIMBURSEMENT	3,622,664	3,622,664	3,622,664	3,622,664	3,622,664	-
0100-20-600-8200-00000-000-000-000-322111-	STATE COMMUNICATION TAXES	1,388,841	1,311,972	1,279,706	1,300,000	1,300,000	-
<b>STATE NON-CATEGORICAL AID</b>		<b>5,197,796</b>	<b>5,100,696</b>	<b>5,097,172</b>	<b>5,127,664</b>	<b>5,137,664</b>	<b>10,000</b>
0100-20-601-8203-00000-000-000-000-323100-	LIBRARY OF VA FUNDS	4,966	-	-	-	-	-
0100-20-601-8201-00000-000-000-000-323101-	SHARED EXP-COMM ATTN	328,745	331,287	373,900	369,782	376,043	6,261
0100-20-601-8201-00000-000-000-000-323201-	SHARED EXP-SHERIFF	490,763	494,494	524,507	528,952	537,463	8,511
0100-20-601-8201-00000-000-000-000-323301-	SHARED EXP-COMM OF REV	99,805	100,180	106,052	106,366	108,350	1,984
0100-20-601-8201-00000-000-000-000-323401-	SHARED EXP-TREASURER	104,912	105,278	113,165	113,495	115,642	2,147
0100-20-601-8201-00000-000-000-000-323601-	SHARED EXP-REGISTRAR	-	37,856	-	45,819	-	(45,819)
0100-20-600-8200-00000-000-000-000-323602-	STATE BOARD OF ELECTIONS	-	-	41,102	-	-	-
0100-20-601-8200-00000-000-000-000-324202-	WIRELESS BD PSAP PAYMENTS	-	110,988	120,810	175,000	175,000	-
0100-20-601-8201-00000-000-000-000-324103-	HB599 POLICE DEPT SH EXP	827,008	835,055	875,760	856,253	875,759	19,506
0100-20-601-8201-00000-000-000-000-323701-	SHARED EXP-CLERK OF COURT	242,932	268,113	266,099	252,511	283,215	30,704
0100-20-601-8201-00000-000-000-000-323702-	TECHNOLOGY TRUST FUNDS	-	-	-	34,320	-	(34,320)
<b>STATE SHARED EXPENSES</b>		<b>2,099,130</b>	<b>2,283,252</b>	<b>2,421,395</b>	<b>2,482,498</b>	<b>2,471,472</b>	<b>(11,026)</b>
0100-20-601-8202-00000-000-000-000-324602-	PUBLIC ASSISTANCE	268,245	440,353	440,323	450,000	450,000	-
0100-20-601-8202-00000-000-000-000-324604-	FOSTER CARE	-	238	-	-	-	-
0100-20-601-8202-00000-000-000-000-324607-	TANF-FC	125,420	-	-	-	-	-
32422	PURCHASED SERVICES	19,914	-	-	-	-	-
32431	FAMILY PRESERVATION-CSA	19,051	-	-	-	-	-
<b>STATE PUBLIC ASSISTANCE</b>		<b>432,629</b>	<b>440,591</b>	<b>440,323</b>	<b>450,000</b>	<b>450,000</b>	<b>-</b>
0100-20-601-8205-00000-000-000-000-326019-	LITTER CONTROL GRANT	7,283	11,279	9,272	-	-	-
0100-20-601-8201-00000-000-000-000-324201-	FIRE PROGRAMS FUNDS	95,501	101,891	108,293	-	-	-
0100-20-601-8203-00000-000-000-000-326014-	"FOUR FOR LIFE" FUNDS	32,112	32,349	32,896	-	-	-
0100-20-601-8203-00000-000-000-000-326015-	E-911 GRANT POLICE	-	-	258,756	-	-	-
0100-20-601-8203-00000-000-000-000-326017-	CSA/AT RISK YOUTH	611,782	578,100	743,565	630,000	700,000	70,000
0100-20-601-8203-00000-000-000-000-326018-	CSA/ADMINISTRATIVE	7,855	7,855	7,855	7,855	7,855	-
0100-20-601-8205-00000-000-000-000-326020-	GT:PESTICIDE RECYCLING	1,028	-	1,097	-	-	-
0100-20-601-8203-00000-000-000-000-326025-	VPI TELE. REIMBURSEMENT	111	851	1,426	430	1,000	570
0100-20-601-8201-00000-000-000-000-326012-	GENERAL RSAF GRANT	-	-	35,202	-	-	-
0100-20-601-8201-00000-000-000-000-324104-	GENERAL SCL RES OFFICER GRANT	-	-	36,764	-	-	-
0100-20-601-8203-00000-000-000-000-324101-	DMV GRANTS	4,996	-	-	-	-	-
0100-20-601-8203-00000-000-000-000-326013-	MISC STATE GRANTS	-	1,434	8,653	-	-	-
0100-20-601-8203-00000-000-000-000-326035-	VJCCCA	49,837	50,322	52,775	65,354	65,354	-
0100-20-601-8203-00000-000-000-000-326036-	ANIMAL STERILIZATION/DMV	492	413	366	-	-	-
0100-20-601-8203-00000-000-000-000-326047-	VICTIM WITNESS PROTECTION	26,519	26,017	79,842	51,506	51,506	-
32653	STATE BOARD OF ELECTIONS	48,540	-	-	-	-	-
32661	VDEM FEMA REIMBURSEMENTS	44,439	-	-	-	-	-
<b>STATE CATEGORICAL AID</b>		<b>930,495</b>	<b>810,511</b>	<b>1,376,762</b>	<b>755,145</b>	<b>825,715</b>	<b>70,570</b>
<b>TOTAL: ALL STATE REVENUE SOURCES</b>		<b>8,660,051</b>	<b>8,635,050</b>	<b>9,335,651</b>	<b>8,815,307</b>	<b>8,884,851</b>	<b>69,544</b>
0100-30-601-8204-00000-000-000-000-331101-	PAYMENT IN LIEU OF TAXES	30,201	1,245	1,333	25,000	25,000	-
0100-30-601-8205-00000-000-000-000-332061-	EMERGENCY SERVICE GRANTS	-	-	50,462	25,231	25,231	-
0100-30-601-8205-00000-000-000-000-330180-	HIGHWAY SAFETY GRANTS	30,966	18,571	21,954	-	-	-
0100-30-601-8205-00000-000-000-000-330181-	SAFER GRANT	-	-	4,063	327,930	248,988	(78,942)
0100-30-601-8205-00000-000-000-000-330179-	BYRNE GRANTS	37,043	-	-	-	-	-
0100-30-601-8205-00000-000-000-000-330178-	HOMELAND SECURITY GRANTS	90,676	32,585	-	-	-	-
0100-30-600-8200-00000-000-000-000-333900-	FEMA REIMBURSEMENT	183,305	2,656	-	-	-	-
0100-30-601-8202-00000-000-000-000-333504-	WELFARE ADMINISTRATION	609,441	786,322	1,011,146	815,278	1,104,073	288,795
33418	PUBLIC ASSISTANCE	80,836	-	-	-	-	-
33422	PURCHASED SERVICES	86,802	-	-	-	-	-
0100-30-601-8202-00000-000-000-000-333505-	SOC SRV COST ALLOCATION	37,537	-	-	-	-	-
<b>TOTAL: ALL FEDERAL REVENUE SOURCES</b>		<b>1,186,807</b>	<b>841,378</b>	<b>1,088,957</b>	<b>1,193,439</b>	<b>1,403,292</b>	<b>209,853</b>
0100-40-900-8206-00000-000-000-000-341111-	INSURANCE RECOVERIES	-	52,856	20,952	-	-	-
0100-40-900-8208-00000-000-000-000-399999-	FUND BALANCE	-	-	-	-	1,620,538	1,620,538
<b>TOTAL: ALL NON-REVENUE SOURCES</b>		<b>-</b>	<b>52,856</b>	<b>20,952</b>	<b>-</b>	<b>1,620,538</b>	<b>1,620,538</b>
<b>TOTAL GENERAL FUND</b>		<b>46,743,485</b>	<b>45,981,642</b>	<b>49,088,151</b>	<b>47,880,706</b>	<b>50,984,881</b>	<b>3,104,175</b>

## REVENUE OVERVIEW

Overall, General Fund Revenues are projected to increase \$2.7 million (5.57%) over FY14/15 Adopted budget levels. General Property taxes continue to represent the largest source of General Fund Revenues (61.1%) and are expected to increase \$1.5 million in FY15/16, representing 58.8% of the growth in total General Fund Revenues. General Property taxes include Real and Personal Property taxes, Machinery and Tool tax, and Public Service tax. General Property taxes also include revenues from delinquent taxes, penalties, interest, and fees.

The chart below presents trend data for the County's major General Fund Revenue sources for the period of FY11/12 – FY15/16.



# LOCAL REVENUES

## *General Property Taxes*

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General property taxes are ad valorem taxes based on the assessed value of real and personal property owned by businesses, individuals, and public service corporations. Both real and personal property are assessed at 100% valuation with tax rates applied per \$100 of assessed value. General property taxes consist of real estate, public service, personal property, mobile home, and machinery and tools taxes.

In FY 15/16, General Property Taxes are projected to total \$30.9 million, an increase of \$1.6 million, or 5.3%, over the FY 14/15 Adopted Budget, and comprise 61.13% of General Fund revenues, transfers, and use of fund balance.

Real Estate Property Tax is the largest source of revenue for the County and is expected to generate \$20.5 million, or 40.6% of General Fund revenues in FY15/16. This represents a

<b>10-Year Real Estate Tax Rate History</b>		
2006	\$	0.88
2007	\$	0.80
2008	\$	0.80
2009	\$	0.80
2010	\$	0.80
2011	\$	0.80
2012	\$	0.80
2013	\$	0.80
2014	\$	0.82
2015	\$	0.82

\$224,000, or 1.1%, increase over FY 14/15 and is calculated based on the current real estate tax rate of \$0.82 per \$100 of assessed value. The 1.1% increase in real property tax revenue reflects several factors, including changes in reassessment values, new construction and parcels, and changes in land use rates.

The FY 15/16 Adopted Budget takes into account a very small amount of increase to the 2015 total taxable assessed values.

Each penny on the real estate tax rate yields \$240,000 in estimated collectable real estate tax revenues. Real estate property taxes are paid in two installments due June 5 and December 5.

Public Service tax is levied on the real estate and tangible personal property owned by railroads, utilities, pipelines, and other businesses required to register with the State Corporation Commission. Public Service Corporation assessments are prepared by the Virginia Department of Taxation (TAX) and the State Corporation Commission and are based on the percentage of the statewide total of capitalized equipment located in the County of Prince George. The public service ratio calculated by TAX varies directly with the statewide sales ratio. The budget is based on a tax rate of \$0.82 per \$100 of assessed value. For FY 15/16, the Public Service tax is projected to total \$851,000 no increase over FY14/15 is projected.

**Personal Property tax** is levied on vehicles and other tangible non-real estate property owned by individuals, businesses, trusts, and taxable non-profit organizations. Qualified vehicles are eligible for a pro-rata share of Personal Property Tax Relief (PPTR) which consists of a fixed \$3.6 million payment from the State. Combined personal property tax and PPTR payments are projected to increase \$667,267, or 9.9%, over the FY 14/15 budget. The current tax rate is \$4.25 per \$100 of assessed value. Personal property taxes are paid in one installment due on June 5.

**Mobile Home taxes** are levied on manufactured homes not classified as real estate that are owned by individuals and businesses. Mobile homes are assessed as tangible personal property, yet taxed at the real estate tax rate of \$0.82 per \$100 of assessed value. Revenues derived from Mobile home taxes are projected to total \$85,000, or no increase over the FY 14/15 budget.

**Machinery and Tools** taxes are levied on equipment needed in the manufacturing process. Machinery and Tools tax revenues are projected to increase \$250,604 over the FY 14/15 budget. This increase reflects anticipated purchases by local businesses as the economy improves, however is offset by a transfer to the Economic Development Department for a refund through the state Enterprise Zone (EZ) program. A machinery and tools tax rebate program is in effect for businesses within the Prince George County designated Enterprise Zone. As a part of this EZ program, a new or expanding industry may qualify for a five year rebate of new machinery and tools taxes for an expansion if certain private investment thresholds are met through the County criteria. The current tax rate is \$4.25 per \$100 of assessed value.

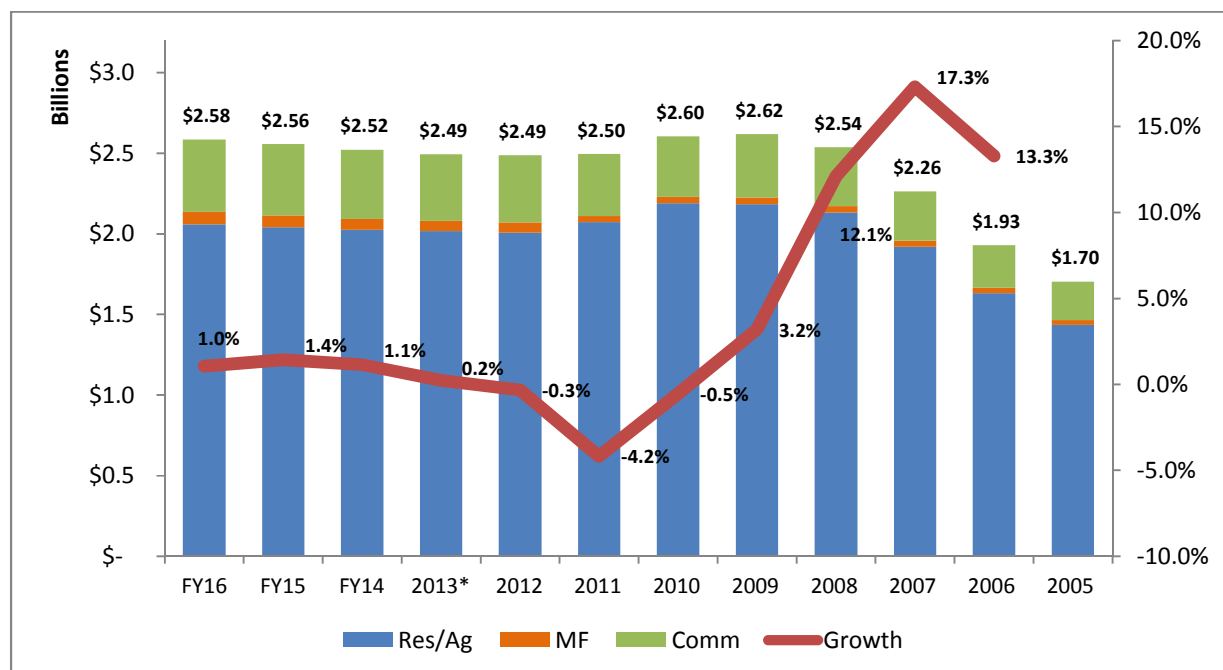
**Delinquent Taxes, Penalties, Interest and Fees** are projected to remain the same at \$500,000.

**Revenue Estimating** - The total estimated fair market value of taxable real estate on July 1, 2015 was \$2.58 billion, net of land use deferral. Stabilization and limited growth has been the theme over the past few years.

	FY 2016		FY 2015		FY 2014
Residential/Agricultural	\$ 2,059,423,500		\$ 2,041,862,000		\$ 2,027,169,800
Multi-Family	76,490,300		73,480,900		65,003,900
Commercial/Industrial	448,640,100		442,582,500		429,741,500
<b>Total Land Book</b>	<b>\$ 2,584,553,900</b>	<b>1.0%</b>	<b>\$ 2,557,925,400</b>	<b>1.4%</b>	<b>\$ 2,521,915,200</b>
LESS: NC, NP, D*	\$ 21,860,200		\$ 36,600,200		
Net Assessment	\$ 2,562,693,700		\$ 2,514,457,900		
Assessment Change	\$ 4,768,300	0.2%	\$ (590,000.00)	0.0%	
Rate			\$ 0.82		\$ 0.82
Equalization Rate	\$ 0.82				
Tax Levies			20,974,988.28		20,679,704.64
*New Construction, New Parcels, Discovery					

The real estate market, and thus the taxable base, continues to recover in the County. The natural changes in the market show a stabilization and the growth in the taxable base is primarily tied to new construction in the commercial/industrial sector. Residential development has been very slow over the past five years, but there have been continued increases in residential building permits over the past calendar year. As shown below, the taxable base has stabilized with positive signs of a modest recovery over the next few years.

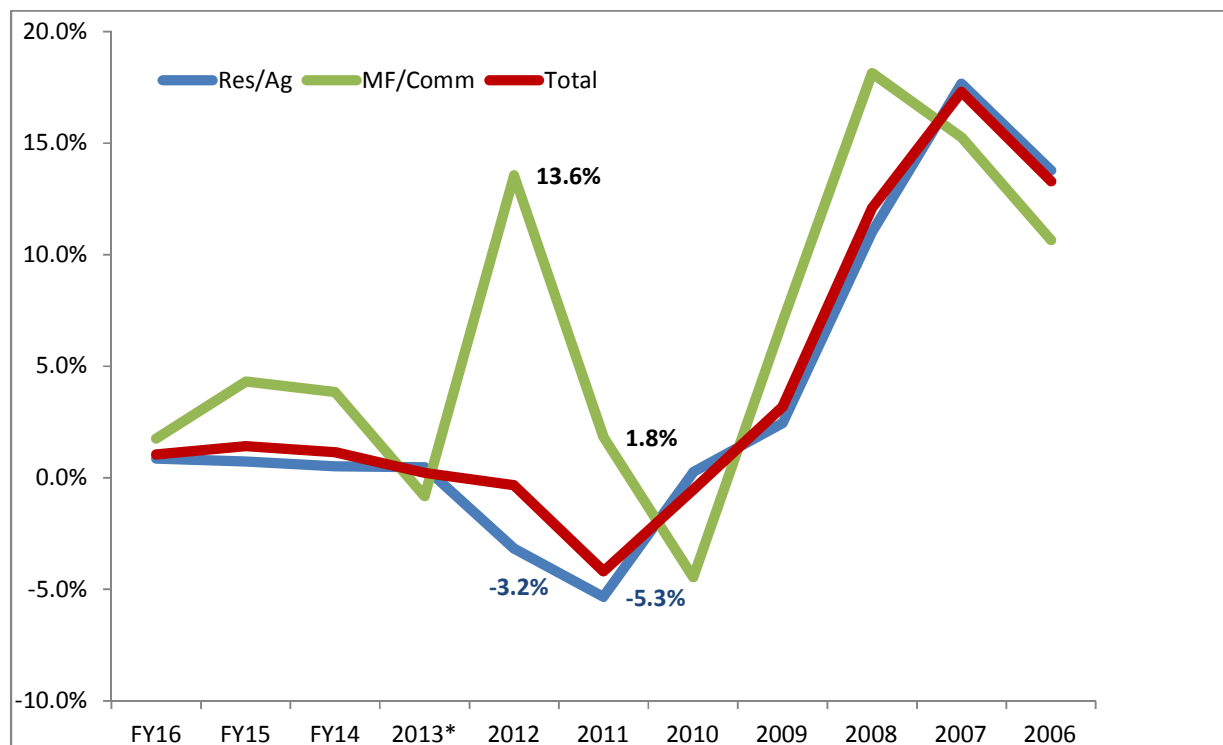
### Annual Land Book Summary



Please note, in 2013 the county changed from an Annual Land Book to a Fiscal Year Land Book. To make this change, 2013 was considered a “Short Calendar Year” land book as was effective from January 1, 2013 through June 30, 2013. The Short Calendar year tax rate was used in conjunction with this land book to calculate the June 5th tax bills. Therefore, half of the 2013 land book value was used to collect one installment of taxes.

Total taxable value, less land use deferral, experienced tremendous growth in the mid 2000’s, increasing 46% over four years. Between 2010 and 2013, the economic downturn forced a 5% loss in the overall taxable value. The County fared much better than the region and the state during this period, and was propped up by the expansion of BRAC at Fort Lee and the increased corporate and industrial investment in the Southpointe and Crosspointe Business parks. The development of Rolls Royce and the expansions of Goya and Service Center Metals along with commercial development in the Puddledock Road corridor well as the development of Independence Place Apartments added to the taxable base and helped to cushion the effect of decreasing residential and agriculture property values. The chart below illustrates this pattern. As the residential and agricultural values decreased by 8.5% for between 2010 and 2013, the commercial and multi-family value base increased by 15.4% over the same period.

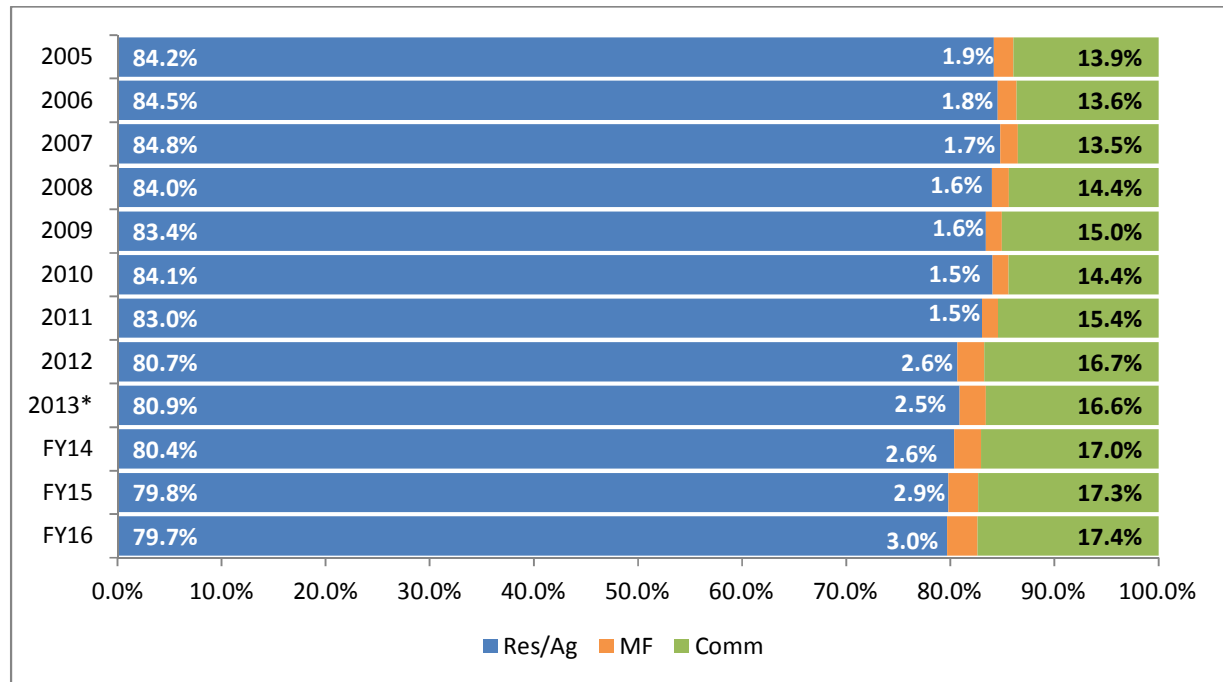
#### **Changes in Taxable Value by Property Segment**





The tax base is primarily residential. The FY16 Land Book is projected to be 79.7% Residential, 3.0% Multi-Family, and 17.4% Commercial/Industrial. There has been a concerted effort to increase the Commercial/Industrial tax base within the county. Since the mid 2000's, the County has made progress in this area as evidenced in the chart below:

### **Taxable Base by Sector**



While the Industrial/Commercial taxable sector has continued to increase, up slightly to 17.4% of the overall taxable base for the projected FY2016 Land Book, Prince George County's mix of Commercial/Industrial taxable parcels continues to lag behind most localities in the region.

Real Estate Tax Base by Use		
	Commercial/ Industrial	Residential
Prince George	17.4%	82.6%
Colonial Heights	35.5%	64.5%
Hopewell	27.2%	72.8%
Petersburg	33.1%	66.9%
Dinwiddie	14.1%	85.9%
Chesterfield	22.6%	77.4%
Henrico	24.8%	75.2%
Source: Local Assessor's Offices		

*Other Local Taxes:*

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Other Local Taxes consist of sales taxes, utility taxes, business taxes, motor vehicle licenses, recordation taxes, and prepared food and beverage taxes. These taxes are projected to generate \$5.6 million in revenues for FY 15/16, a \$124,000, or 2.15% decrease over the FY 14/15 budget. The decrease in other local taxes for FY15/16 is attributed to the reduction in construction at Fort Lee resulting in lower contractor's licenses collected.

*Other Local Revenues*

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Other local revenues include permits, privileges and fees, fines and forfeitures, use of money & property, charges for services, recovered costs and other miscellaneous items. Other local revenues for the FY15/16 budget are projected to bring in \$2.5 million, a decrease of \$217,050 compared to FY14/15 projections. This decrease is attributed to better budgeting for the upcoming fiscal year, it seems as if the budgets in the past have been a little high when compared to actual receipts.

## STATE REVENUE

### *Non-Categorical Aid – State*

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State non-categorical aid revenues are those revenues raised by the State and shared with the County. The use of such revenues is at the discretion of the County. Ratios, rate, and distribution formulas are subject to change each year by the General Assembly. Overall, non-categorical revenues are projected to total \$5.1 million, a \$10,000 increase over the FY14/15 budget. Non-categorical State aid represents 10.1% of Total General Fund Revenues, transfers, and use of fund balance.

### *Shared Expenses – State*

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State shared expenses represent the State's share of activities that are considered to be a shared state/local responsibility. This revenue funds Constitutional Officers and is determined by the Compensation Board on an annual basis. State funding for this category is projected to decrease \$11,026, or 0.44%, over the FY14/15 budget. This decrease is due to better budgeting in this area and is not related to changes in the State share. State shared expenses represent 4.85% of Total General Fund Revenues, transfers, and use of fund balance.

### *Categorical Aid – State*

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State categorical aid includes revenues received from and designated by the Commonwealth for a specific use by the County. Categorical aid revenues include: social services revenues, comprehensive services, Fire Service Program (FSP) Funds, Victim Witness Program Funds, Virginia Juvenile Court Services funds and other specific purpose grants. Some revenues are received on a reimbursable basis and are principally provided through the Department of Social Services. Overall, Categorical Aid revenues are projected to total \$825,715, a \$70,570 increase over the FY14/15 budget.

## FEDERAL REVENUE

### *Payments in Lieu of Taxes – Federal*

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The Federal Government makes payments in lieu of taxes to the County for tax-exempt park lands located within the County. The total payment is expected to be \$25,000 for FY15/16.

### *Categorical Aid - Federal*

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Federal categorical aid includes revenues received from and designated by the Federal Government for a specific use by the County. Such revenues usually are received on a reimbursable basis. Major categories reflect federal reimbursements for social services programs, and grants for law enforcement programs. Overall, federal categorical aid is projected to total \$1.4 million, an increase of \$209,853 from Adopted FY14/15. The increase is directly related to social services provided by the County.

## GENERAL FUND, FUND BALANCE

Fund balance is defined as the excess of assets over liabilities.

The projected Fund Balance as of June 30, 2015 is \$12,720,696, which is 14 percent of the Budget. The Board of Supervisors maintains a Fund Balance policy that requires at least 12.5 percent minimum.

The projected Fund Balance as of June 30, 2016 is \$11,967,711, or 13.12 percent.

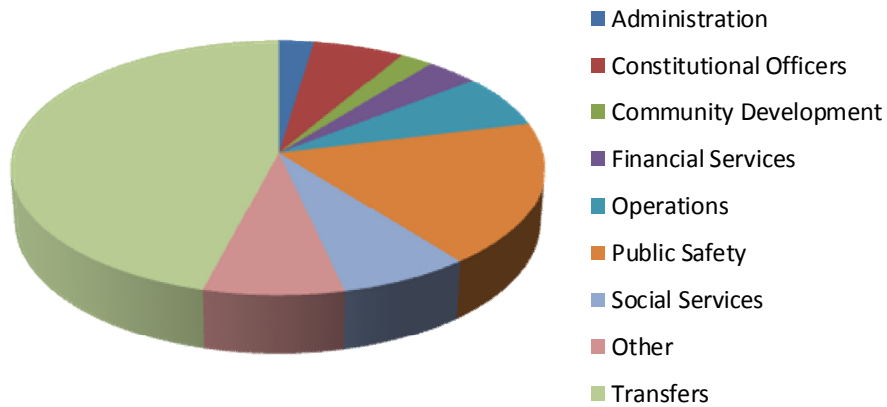
A total of \$1,620,538 is being used to balance the FY '16 Budget.

Audited June 30, 2014 Fund Balance	\$ 15,763,894.39
Projected Reduction to Fund Balance from FY15	\$ (2,184,451.00)
Projected June 30, 2015 Fund Balance	\$ 13,579,443.39
Policy Use of Fund Balance	
12.5% Unassigned Fund Balance Reserve	\$ 11,403,798.53
Approved Use of Fund Balance	
FY16 Appropriated for Capital	\$296,560
FY16 Appropriated for Operating	\$1,323,978
	\$1,620,538
Projected Fund Balance June 30, 2015	\$ 13,579,443.39
Maintain 12.5% Fund Balance Policy	\$ 11,403,798.53
Approved Use of Fund Balance	\$ 1,620,538.00
Funds Anticipated to be Available for Capital	\$ 555,106.86

# GENERAL FUND EXPENDITURES

*FY15/16 ADOPTED*

*GENERAL FUND EXPENDITURES*



	FY12 ACTUAL	FY13 ACTUAL	FY14 ACTUAL	FY15 ADOPTED	FY16 ADOPTED
Administration	\$ 1,315,589	\$ 1,200,042	\$ 1,089,837	\$ 1,150,330	\$ 1,202,272
Constitutional Officers	\$ 2,721,182	\$ 2,762,161	\$ 2,994,493	\$ 3,002,850	\$ 3,142,616
Community Development	\$ 1,093,684	\$ 1,020,070	\$ 1,071,894	\$ 1,075,604	\$ 1,146,610
Financial Services	\$ 1,499,170	\$ 1,564,431	\$ 1,645,374	\$ 1,677,028	\$ 1,850,463
Operations	\$ 3,109,505	\$ 3,373,953	\$ 3,227,472	\$ 3,345,829	\$ 3,446,832
Public Safety	\$ 7,933,643	\$ 7,818,475	\$ 9,457,172	\$ 8,940,244	\$ 9,300,571
Social Services	\$ 3,463,603	\$ 3,201,688	\$ 3,475,139	\$ 3,466,687	\$ 3,608,507
Other	\$ 4,065,071	\$ 5,550,393	\$ 3,971,042	\$ 3,861,372	\$ 3,873,382
Transfers	\$20,599,169	\$20,890,235	\$22,827,329	\$21,360,762	\$23,413,627
Total, General Fund	\$45,800,615	\$47,381,449	\$49,759,751	\$47,880,705	\$50,984,881

# GENERAL FUND EXPENDITURES

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Administration</b>							
0100	Board of Supervisors	288,886	153,509	174,139	125,985	121,985	(4,000)
0101	County Administration	561,282	553,714	459,994	486,937	518,245	31,307
0102	County Attorney	215,940	289,154	225,260	233,828	248,007	14,179
0103	Human Resources	249,481	203,666	230,444	303,580	314,036	10,456
	<b>Total Administration</b>	<b>1,315,589</b>	<b>1,200,042</b>	<b>1,089,837</b>	<b>1,150,330</b>	<b>1,202,272</b>	<b>51,942</b>
<b>Constitutional Officers</b>							
0200	Commissioner of the Revenue	377,377	378,719	446,728	436,138	450,494	14,356
0201	Treasurer	471,468	491,081	566,935	539,564	563,431	23,867
0202	Clerk of Circuit Court	454,281	462,602	477,221	509,643	548,843	39,199
0203	Sheriff	910,795	883,115	951,738	936,898	986,405	49,507
0204	Commonwealth's Attorney	507,261	546,643	551,872	580,608	593,445	12,837
	<b>Total Constitutional Officers</b>	<b>2,721,182</b>	<b>2,762,161</b>	<b>2,994,493</b>	<b>3,002,850</b>	<b>3,142,616</b>	<b>139,766</b>
<b>Community Development</b>							
0300	Community Development and Code C	805,726	996,849	1,071,894	1,075,604	1,146,610	71,006
	Planning	264,232	-	-	-	-	-
0302	Regional Planning Commission	23,725	23,221	-	-	-	-
	<b>Total Community Development</b>	<b>1,093,684</b>	<b>1,020,070</b>	<b>1,071,894</b>	<b>1,075,604</b>	<b>1,146,610</b>	<b>71,006</b>
<b>Financial Services</b>							
0401	Assessor	443,287	474,796	450,005	478,337	485,150	6,813
0402	Finance	500,892	542,472	571,958	627,295	677,206	49,911
0403	Information Technology	554,992	547,163	623,411	571,395	688,106	116,711
	<b>Total Financial Services</b>	<b>1,499,170</b>	<b>1,564,431</b>	<b>1,645,374</b>	<b>1,677,028</b>	<b>1,850,463</b>	<b>173,435</b>
<b>Operations</b>							
0502	County Garage	378,330	553,044	445,685	432,334	416,648	(15,687)
0503	Refuse Disposal	328,968	70,347	42,889	88,865	95,665	6,800
0504	General Properties	1,616,829	1,903,383	1,884,723	1,969,252	2,045,512	76,261
0505	Parks & Recreation	742,190	832,368	845,123	848,378	882,007	33,629
0506	County Engineering	43,189	14,811	9,052	7,000	7,000	-
	<b>Total Operations</b>	<b>3,109,505</b>	<b>3,373,953</b>	<b>3,227,472</b>	<b>3,345,829</b>	<b>3,446,832</b>	<b>101,003</b>
<b>Public Safety</b>							
0601	Police Department	4,687,874	4,663,260	5,171,894	5,094,599	5,188,348	93,749
0602	Grants/Law Enforcement	160,012	27,872	306,159	-	-	-
0603	Emergency Communications Center	974,051	934,064	972,681	1,011,045	1,057,991	46,947
0604	Prince George Fire Department	40,553	46,056	53,922	51,175	52,270	1,095
0605	Disputanta Fire Department	36,355	41,706	54,336	32,425	33,865	1,440
0606	Carson Fire Department	33,858	73,597	117,658	43,500	51,200	7,700
0607	Burrowsville Fire Department	42,821	49,982	33,937	33,740	32,850	(890)
0608	Jefferson Park Fire Department	48,393	42,032	37,844	36,390	48,440	12,050
0609	Prince George Emergency Crew	46,791	17,027	14,701	22,800	13,200	(9,600)
0610	Fire and EMS	1,491,306	1,527,877	2,166,188	1,794,086	1,969,447	175,361
0611	Animal Control	358,712	388,671	395,477	436,410	450,907	14,497
0612	Emergency Management	12,918	6,331	76,887	25,000	25,231	231
0613	SAFER GRANT	-	-	55,490	359,074	376,822	17,748
	<b>Total Public Safety</b>	<b>7,933,643</b>	<b>7,818,475</b>	<b>9,457,172</b>	<b>8,940,244</b>	<b>9,300,571</b>	<b>360,327</b>
<b>Social Services</b>							
0701	Welfare Administration	1,502,441	1,551,006	1,703,416	1,714,191	1,836,682	122,491
0702	Public Assistance (incl. SLH)	334,231	251,416	331,003	344,641	489,325	144,684
0703	CSA/At Risk Youth	67,081	6,299	1,921	7,855	12,500	4,645
0704	CSA State	1,126,385	1,169,173	1,258,118	950,000	1,020,000	70,000
0706	Tax Relief for the Elderly	433,465	223,793	180,648	450,000	250,000	(200,000)
	<b>Total Social Services</b>	<b>3,463,603</b>	<b>3,201,688</b>	<b>3,475,139</b>	<b>3,466,687</b>	<b>3,608,507</b>	<b>141,820</b>

## GENERAL FUND EXPENDITURES (cont.)

<b>Other</b>							
	Electoral Board						
0901	Registrar	212,128	230,946	212,522	259,751	262,476	2,724
0902	Circuit Court	116,450	135,196	121,276	141,898	145,305	3,406
0903	General District Court	28,993	33,150	46,719	34,630	35,280	650
0904	Magistrate	75	-	65	475	475	-
0905	Law Library	12,150	6,185	8,475	-	-	-
0906	Victim Witness	53,438	55,642	33,693	62,602	64,103	1,501
0907	Board and Care of Prisoners	2,209,642	2,204,592	2,434,692	2,218,206	2,176,675	(41,531)
0908	Court Services	21,129	15,762	16,893	850	850	-
0909	Juvenile Services VJCCCA	71,658	70,677	73,537	75,815	76,679	864
0910	Local Health Department	222,377	222,377	222,377	222,377	222,377	-
0911	Dist. 19 MHMR Services Board	88,561	96,018	96,018	99,305	99,305	-
0912	Contributions to Colleges	-	-	-	2,000	-	(2,000)
0913	Regional Library	543,713	543,713	543,713	543,713	568,432	24,719
0914	Soil & Water Conservation	14,250	14,250	14,250	14,250	14,250	-
0915	Resource Cons. & Develop. Council	2,850	2,850	2,850	2,850	3,000	150
0916	Cooperative Extension Office	55,341	48,468	51,713	73,419	78,226	4,807
0917	Other Functions	412,316	1,870,198	91,782	108,730	125,450	16,720
0918	Farmer's Market	-	369	467	500	500	-
	<b>Total Other</b>	<b>4,065,071</b>	<b>5,550,393</b>	<b>3,971,042</b>	<b>3,861,372</b>	<b>3,873,382</b>	<b>12,011</b>
	Contingencies	8,432	154	26,886	72,699	-	(72,699)
	Transfer to Schools-Operating	13,219,360	13,292,762	14,276,665	14,003,080	15,588,776	1,585,696
	Transfer to LOSAP Fund	104,500	104,500	-	104,500	104,500	-
	Transfer to Countywide Debt Service	6,785,272	6,415,792	6,779,080	6,698,143	6,981,145	283,002
	Transfer to Community Corrections	60,708	70,518	76,445	83,340	85,642	2,302
	Transfer to Economic Development	179,717	171,000	171,000	171,000	421,604	250,604
	Transfer to Capital Projects Fund	241,180	835,510	1,497,253	228,000	231,960	3,960
	<b>Total General Government</b>	<b>45,800,615</b>	<b>47,381,449</b>	<b>49,759,751</b>	<b>47,880,705</b>	<b>50,984,881</b>	<b>3,104,175</b>
	Total General Government, less trans	25,209,878	26,491,367	26,959,308	26,572,642	27,571,254	978,611



## EXPENDITURES BY TYPE

	<b>FY11-12 Expended</b>
<b>Salaries, Benefits &amp; Taxes</b>	\$14,687,480
<b>Benefits &amp; Taxes</b>	\$3,631,133
<b>Operations</b>	\$7,908,110
<i>Purchased Services</i>	\$3,243,864
<i>Internal Services</i>	\$147,068
<i>Utilities</i>	\$649,875
<i>Transfer to Community Corrections</i>	\$60,708
<i>Contingencies</i>	\$8,432
<i>Communications</i>	\$253,807
<i>Insurance</i>	\$179,206
<i>Leases/ Rentals</i>	\$72,681
<i>Travel</i>	\$131,987
<i>Contributions to other entities</i>	\$1,303,648
<i>Miscellaneous</i>	\$58,616
<i>Materials &amp; Supplies</i>	\$1,216,762
<i>Transfer to Economic Development</i>	\$179,717
<i>Transfer to LOSAP Fund</i>	\$104,500
<i>Payment to Joint Operations</i>	\$297,239
<b>Capital Outlay</b>	\$813,018
<b>Public Assistance</b>	\$1,881,560
<b>Transfer to School Funds</b>	\$13,219,360
<b>Capital Outlay</b>	\$241,180
<b>Debt Service</b>	\$6,785,272
<b>Total Expenditures</b>	<b>45,535,981</b>

Overall, adopted expenditures are increasing \$3.1 million, or 6.48%, over the FY 14/15 budget.

The **Salaries** category includes all regular salaries, overtime, and part-time costs of Prince George County general government personnel. In FY 14/15, salaries, benefits and taxes make up 35% of all General Fund disbursements. The 4.8% increase in salaries is due to \$335,879 being set aside for salary increases, \$248,440 to cover the rising cost of health insurance claims and 3.5 new positions.

The **Operations and Capital Outlay** categories include a wide range of operating costs in support of General Government programs and services. Examples of expenditures in this category include maintenance contracts, printing and binding, electricity, telephone, lease and rent, office supplies, and vehicle operation and maintenance. Capital outlay includes expenditures for tangible items of a substantial value (more than \$1,000), such as computers and furniture and are a part of departments' operating expenses. Combined, department operations and capital outlay make up 17.04% of County general government department expenditures.

General government department operations increased 4.2% over FY 14/15. Specific increases are discussed in individual department sections.

The Public Assistance Category includes the County's social services offered to citizens. These services include the food stamp program, foster care assistance and other assistance to needy families. Expenditures for Public Assistance are 3.43% of total General Fund Expenditures and increased 0.8% from the FY14/15 budget.

The Transfer to School Funds Category makes up 30.58% of the County general government department expenditures and increased 11.3% over the budgeted transfer for FY14/15.

The Capital Outlay Category is the transfer of funds to the Capital Project fund for the year. The individual county projects funded are discussed later in this budget document. The budgeted transfer amount is 0.45% of the County general government expenditures.

The debt Service Category is the transfer of funds for debt service payments due for FY15/16. The transfer is 13.69% of the County general government expenditures. It is 4.2% greater than last year's transfer due to the issuance of debt in 2014.

**Please see narratives throughout the budget document for greater detail on changes in each of these categories.**

# ADMINISTRATION

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
	<b>Administration</b>						
0100	Board of Supervisors	288,886	153,509	174,139	125,985	121,985	(4,000)
0101	County Administration	561,282	553,714	459,994	486,937	518,245	31,307
0102	County Attorney	215,940	289,154	225,260	233,828	248,007	14,179
0103	Human Resources	249,481	203,666	230,444	303,580	314,036	10,456
	<b>Total Administration</b>	1,315,589	1,200,042	1,089,837	1,150,330	1,202,272	51,942

Board of Supervisors

The Board of Supervisors is an elected body of five members. Voters in each of the two districts elect supervisors for four-year terms. The Board elects a chairman and vice chairman in January of each year. The chairman presides at Board meetings and serves as the official head of County government. The vice chairman assumes these responsibilities in the absence of the chairman.

Each member is charged with the duty to guide the County, get the citizens more involved, practice open government, be accessible to the public, put the County in a better position for the future and to be the policy group. The Board of Supervisors adopts the annual operating and capital budgets and appropriates all funds for expenditure.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-001-0100-01	41111	COMP.BOARD MEMBERS	35,100	35,100	35,100	35,100	35,100	-
0100-01-001-0100-01	42100	FICA	2,258	2,157	2,161	2,685	2,685	-
0100-01-001-0100-01	43101	PROFESSIONAL SERVICES	173,878	49,176	68,181	15,000	15,000	-
0100-01-001-0100-01	43500	PRINTING AND BINDING	-	200	-	2,000	2,000	-
0100-01-001-0100-01	43600	ADVERTISING	8,972	8,330	7,513	10,000	10,000	-
0100-01-001-0100-01	45210	POSTAL SERVICE	9,953	9,852	8,751	10,000	10,000	-
0100-01-001-0100-01	45230	TELEPHONE	1,273	3,443	2,587	2,000	3,400	1,400
0100-01-001-0100-01	45307	PUBLIC OFFICIAL LIAB.INS	1,612	1,612	1,535	2,000	1,600	(400)
0100-01-001-0100-01	45410	LEASE/RENT EQUIPMENT	6,212	5,655	6,177	6,200	6,200	-
0100-01-001-0100-01	45510	MILEAGE	180	-	-	500	500	-
0100-01-001-0100-01	45530	SUBSISTENCE & LODGING	-	-	1,511	1,000	1,000	-
0100-01-001-0100-01	45540	CONVENTION & EDUCATION	4,216	7,838	2,879	10,000	5,000	(5,000)
0100-01-001-0100-01	45600	COUNTY CONTRIBUTIONS	6,802	4,600	12,100	2,000	2,000	-
0100-01-001-0100-01	45810	DUES AND MEMBERSHIPS	20,771	9,117	21,493	16,500	16,500	-
0100-01-001-0100-01	46001	OFFICE SUPPLIES	4,188	4,317	2,227	5,000	4,000	(1,000)
0100-01-001-0100-01	46002	FOOD SUPPLIES	1,860	1,757	1,474	3,000	4,000	1,000
0100-01-001-0100-01	46012	BOOKS & SUBSCRIPTIONS	2,657	4,547	-	3,000	3,000	-
0100-01-001-0100-01	46014	OTHER OPERATING SUPPLIES	6,004	5,808	450	-	-	-
0100-01-001-0100-01	48107	REPLACE INFO TECH EQUIP	2,951	-	-	-	-	-
			288,886	153,509	174,139	125,985	121,985	(4,000)

County Administration

The Office of County Administration leads the operations of the County government to meet the needs of the citizens of Prince George County. The office advises members of the Board of Supervisors, recommends policies and sets priorities for consideration by the Board concerning the provision of programs and services that provide the highest quality of life to County citizens. The County Administrator ensures compliance with federal, state and local laws and ordinances. He or she also maintains open communication with various sectors of the community such as the legislative delegation, business community, area governments and County residents.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0101-00000	41100	SALARIES & WAGES-REGULAR	404,310	304,642	271,874	245,454	280,752	35,298
0100-01-002-0101-	41300	PART-TIME SALARIES & WAGE	1,042	89,615	55,734	71,000	71,000	-
0100-01-002-0101-	42100	FICA	28,647	26,588	22,763	24,209	26,909	2,700
0100-01-002-0101-	42210	RETIREMENT	71,147	59,459	41,098	49,778	55,331	5,552
0100-01-002-0101-	42300	HOSPITAL/MEDICAL PLANS	18,105	17,641	22,729	25,056	20,552	(4,504)
0100-01-002-0101-	42400	GROUP LIFE INSURANCE	1,064	3,574	3,028	3,240	3,341	101
0100-01-002-0101-	42700	WORKER'S COMPENSATION	1,176	608	506	550	286	(264)
0100-01-002-0101-	43101	PROFESSIONAL SERVICES	366	1,264	(3,410)	7,500	5,000	(2,500)
0100-01-002-0101-	43320	MAINTENANCE SVS CONTRACTS	876	624	624	-	624	624
0100-01-002-0101-	43600	ADVERTISING	-	338	1,856	250	250	-
0100-01-002-0101-	44200	AUTOMOTIVE/MOTOR POOL	914	-	434	1,000	1,000	-
0100-01-002-0101-	45210	POSTAL SERVICE	936	4,508	283	5,000	1,000	(4,000)
0100-01-002-0101-	45230	TELEPHONE	6,057	8,091	7,877	4,900	5,500	600
0100-01-002-0101-	45305	MOTOR VEHICLE INSURANCE	338	440	456	500	500	-
0100-01-002-0101-	45410	LEASE/RENT EQUIPMENT	6,905	6,489	8,868	9,000	9,000	-
0100-01-002-0101-	45530	SUBSISTENCE & LODGING	25	1,588	1,079	1,000	1,000	-
0100-01-002-0101-	45540	CONVENTION & EDUCATION	1,799	2,232	1,643	2,500	3,000	500
0100-01-002-0101-	45600	COUNTY CONTRIBUTIONS	-	-	48	8,000	4,000	(4,000)
0100-01-002-0101-	45810	DUES AND MEMBERSHIPS	2,032	2,740	1,364	3,000	2,000	(1,000)
0100-01-002-0101-	46001	OFFICE SUPPLIES	2,985	6,739	8,123	7,000	7,000	-
0100-01-002-0101-	46002	FOOD SUPPLIES	3,434	3,556	4,053	3,000	4,000	1,000
0100-01-002-0101-	46008	VEHICLE & EQUIP. FUEL	1,284	1,904	1,637	1,000	1,200	200
0100-01-002-0101-	46009	VEHICLE & EQUIP. SUPPLIES	-	-	-	500	500	-
0100-01-002-0101-	46011	UNIFORM & APPAREL	-	-	130	-	-	-
0100-01-002-0101-	46012	BOOKS & SUBSCRIPTIONS	1,165	4,379	1,537	1,000	1,000	-
0100-01-002-0101-	46014	OTHER OPERATING SUPPLIES	5,935	16	1,239	-	1,000	1,000
0100-01-002-0101-	46032	SPECIAL EVENTS	-	5,677	3,057	12,500	12,500	-
0100-01-002-0101-	48102	FURNITURE & FIXTURES	-	1,000	-	-	-	-
0100-01-002-0101-	48107	INFO TECH EQUIPMENT	738	-	1,364	-	-	-
			561,282	553,714	459,994	486,937	518,245	31,307

County Attorney

The County Attorney provides services to the Board of Supervisors, County Administration and Constitutional officers dealing with any and all legal issues that arise within the County. These services include rendering legal opinions, research, preparation of all legal documents for the County and legal representation at the Board of Supervisor's meetings. The County Attorney also handles all litigation involving the County of Prince George, either as a plaintiff or a defendant, and provides legal advice to the citizens of Prince George on County issues.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0102-C	41100	SALARIES & WAGES-REGULAR	176,737	176,460	154,011	184,537	186,252	1,715
0100-01-002-0102-C	41101	SALARIES & WAGES-OVERTIME	246	-	-	-	-	-
0100-01-002-0102-	41300	PART-TIME SALARIES & WAGE	960	555	3,188	1,800	1,800	-
0100-01-002-0102-	42100	FICA	12,505	12,685	11,470	14,255	14,386	131
0100-01-002-0102-	42210	RETIREMENT	10,295	11,377	9,813	9,753	9,821	68
0100-01-002-0102-	42300	HOSPITAL/MEDICAL PLANS	4,770	5,835	6,765	7,647	8,712	1,065
0100-01-002-0102-	42400	GROUP LIFE INSURANCE	154	684	723	2,436	2,216	(219)
0100-01-002-0102-	42700	WORKER'S COMPENSATION	248	4,740	223	250	169	(81)
0100-01-002-0102-	43101	PROFESSIONAL SERVICES	123	61,395	25,619	-	-	-
0100-01-002-0102-	43310	REPAIRS AND MAINTENANCE	-	2,857	887	1,000	1,000	-
0100-01-002-0102-	43320	MAINTENANCE SVS CONTRACTS	-	-	-	250	250	-
0100-01-002-0102-	43600	ADVERTISING	-	3	121	250	250	-
0100-01-002-0102-	45210	POSTAL SERVICE	350	142	166	500	500	-
0100-01-002-0102-	45230	TELEPHONE	2,333	2,941	3,269	2,200	2,200	-
0100-01-002-0102-	45410	LEASE/RENT EQUIPMENT	-	402	262	300	300	-
0100-01-002-0102-	45510	MILEAGE	99	-	-	-	-	-
0100-01-002-0102-	45530	SUBSISTENCE & LODGING	180	-	-	-	-	-
0100-01-002-0102-	45540	CONVENTION & EDUCATION	819	1,621	1,289	2,800	2,800	-
0100-01-002-0102-	45810	DUES AND MEMBERSHIPS	875	403	890	750	750	-
0100-01-002-0102-	46001	OFFICE SUPPLIES	2,296	3,443	2,152	1,500	1,500	-
0100-01-002-0102-	46002	FOOD SUPPLIES	-	133	19	100	100	-
0100-01-002-0102-	46012	BOOKS & SUBSCRIPTIONS	2,599	2,602	3,146	3,500	13,500	10,000
0100-01-002-0102-	46024	DATA PROCESSING SUPPLIES	-	-	1,249	-	-	-
0100-01-002-0102-	48107	INFO TECH EQUIPMENT	350	877	-	-	1,500	1,500
			215,940	289,154	225,260	233,828	248,007	14,179

Human Resources

The mission of the Department of Human Resources is to serve customers, employees and staff with integrity and accountability in a professional and courteous manner. The department's goals are to attract, motivate, develop and retain an efficient, productive and diversified workforce primarily responsible for providing services to our citizens.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0103-00	41100	SALARIES & WAGES-REGULAR	122,714	128,732	138,202	186,254	192,381	6,127
0100-01-002-0103-	41300	PART-TIME SALARIES & WAGE	56,438	1,916	722	1,500	1,500	-
0100-01-002-0103-	42100	FICA	13,305	9,880	10,275	14,363	14,832	469
0100-01-002-0103-	42210	RETIREMENT	22,601	25,940	22,256	29,298	30,497	1,200
0100-01-002-0103-	42300	HOSPITAL/MEDICAL PLANS	9,540	11,670	13,530	25,056	26,136	1,080
0100-01-002-0103-	42400	GROUP LIFE INSURANCE	338	1,559	1,640	2,459	2,289	(169)
0100-01-002-0103-	42700	WORKER'S COMPENSATION	289	101	224	300	250	(50)
0100-01-002-0103-	43101	PROFESSIONAL SERVICES	2,163	-	73	-	-	-
0100-01-002-0103-	43132	EMPL/ VOL RECOGNITION	7,688	11,073	24,170	15,000	15,000	-
0100-01-002-0103-	43320	MAINTENANCE SVS CONTRACTS	6,050	6,050	6,050	6,900	8,700	1,800
0100-01-002-0103-	43600	ADVERTISING	56	-	-	100	100	-
0100-01-002-0103-	45210	POSTAL SERVICE	453	234	473	500	500	-
0100-01-002-0103-	45230	TELEPHONE	3,145	2,642	3,338	3,800	3,800	-
0100-01-002-0103-	45410	LEASE/RENT EQUIPMENT	230	-	208	500	500	-
0100-01-002-0103-	45540	CONVENTION & EDUCATION	228	558	1,811	5,500	5,500	-
0100-01-002-0103-	45541	TRAINING - PROFESSIONAL DEVEL	69	(684)	2,038	5,000	5,000	-
0100-01-002-0103-	45810	DUES AND MEMBERSHIPS	295	15	893	500	500	-
0100-01-002-0103-	46001	OFFICE SUPPLIES	1,533	1,198	1,130	2,000	2,000	-
0100-01-002-0103-	46002	FOOD SUPPLIES	233	1,145	1,020	250	1,300	1,050
0100-01-002-0103-	46014	OTHER OPERATING SUPPLIES	436	66	15	1,000	1,000	-
0100-01-002-0103-	46024	DATA PROCESSING SUPPLIES	-	652	361	300	250	(50)
0100-01-002-0103-	46031	FLOWERS/DONATIONS	939	921	1,516	1,500	1,500	-
0100-01-002-0103-	48102	FURNITURE & FIXTURES	-	-	500	1,500	500	(1,000)
0100-01-002-0103-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
			249,481	203,666	230,444	303,580	314,036	10,456

# CONSTITUTIONAL OFFICERS

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Constitutional Officers</b>							
0200	Commissioner of the Revenue	377,377	378,719	446,728	436,138	450,494	14,356
0201	Treasurer	471,468	491,081	566,935	539,564	563,431	23,867
0202	Clerk of Circuit Court	454,281	462,602	477,221	509,643	548,843	39,199
0203	Sheriff	910,795	883,115	951,738	936,898	986,405	49,507
0204	Commonwealth's Attorney	507,261	546,643	551,872	580,608	593,445	12,837
<b>Total Constitutional Officers</b>		2,721,182	2,762,161	2,994,493	3,002,850	3,142,616	139,766



Commissioner of the Revenue

The Commissioner of the Revenue is a state constitutional officer as set forth in the constitution of Virginia and is the chief assessing officer for the local government. It is an elected position for a four-year term and serves the taxpayers as well as the County. The State Code of Virginia and the County Code of Prince George regulate the Commissioner of the Revenue's Officer.

Responsibilities includes assessing personal property tax, machinery and tools tax, business license tax, public service corporation tax, meals and lodging tax, and the short-term rental tax.

The Commissioner of the Revenue's Office also provides assistance to Prince George residents in the preparation of Virginia State income tax returns and administrators the County tax relief for the elderly and disabled program and the veteran's tax relief program.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0200-00000-000	41100	SALARIES & WAGES-REGULAR	243,505	233,541	294,476	280,060	293,607	13,547
0100-01-002-0200-	41200	OVERTIME	-	-	4,506	-	-	-
0100-01-002-0200-	41300	PART-TIME SALARIES & WAGE	8,548	15,645	3,690	2,500	2,500	-
0100-01-002-0200-	42100	FICA	18,293	17,967	22,084	21,616	22,652	1,036
0100-01-002-0200-	42210	RETIREMENT	44,569	46,966	44,617	44,053	46,578	2,524
0100-01-002-0200-	42300	HOSPITAL/MEDICAL PLANS	24,825	29,255	41,712	50,112	45,302	(4,810)
0100-01-002-0200-	42400	GROUP LIFE INSURANCE	666	2,824	3,287	3,697	3,494	(203)
0100-01-002-0200-	42700	WORKER'S COMPENSATION	1,192	377	1,778	1,800	1,260	(540)
0100-01-002-0200-	43101	PROFESSIONAL SERVICES	3,643	4,438	7,551	7,500	7,500	-
0100-01-002-0200-	43320	MAINTENANCE SRVC CONTRCTS	12,781	7,259	1,496	-	5,300	5,300
0100-01-002-0200-	43600	ADVERTISING	241	-	192	-	-	-
0100-01-002-0200-	44200	AUTOMOTIVE/MOTOR POOL	16	-	34	500	500	-
0100-01-002-0200-	45210	POSTAL SERVICE	5,265	5,599	3,893	7,550	5,000	(2,550)
0100-01-002-0200-	45230	TELEPHONE	2,420	3,820	3,262	2,550	3,300	750
0100-01-002-0200-	45305	MOTOR VEHICLE INSURANCE	263	-	-	500	250	(250)
0100-01-002-0200-	45410	LEASE/RENT EQUIPMENT	843	1,005	2,769	2,750	2,900	150
0100-01-002-0200-	45540	CONVENTION & EDUCATION	940	698	2,627	1,000	2,000	1,000
0100-01-002-0200-	45810	DUES AND MEMBERSHIPS	830	495	600	500	600	100
0100-01-002-0200-	46001	OFFICE SUPPLIES	7,322	8,318	7,479	8,700	7,000	(1,700)
0100-01-002-0200-	46002	FOOD SUPPLIES	226	313	392	250	250	-
0100-01-002-0200-	46008	VEHICLE & EQUIP. FUEL	29	-	68	250	250	-
0100-01-002-0200-	46012	BOOKS & SUBSCRIPTIONS	221	199	215	250	250	-
0100-01-002-0200-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
			377,377	378,719	446,728	436,138	450,494	14,356

*Treasurer*

The Treasurer's Office is responsible for the collection of all departmental revenue of Prince George County. The office makes daily deposits, invests the County's money, reconciles monthly bank statements, general ledger reports and assists the state and local auditors. They are also available to assist citizens, attorneys and title searchers and collect taxes. The treasurer is an elected official with a four-year term. The motto of the Treasurer's Office is "Elected to Serve!"

The Treasurer's Office accepts payments for state income tax, personal property tax, vehicle registration, real estate tax, utilities bill, business license tax, dog licenses and parking tickets.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0201-	41100	SALARIES & WAGES-REGULAR	312,334	310,594	340,452	332,595	339,656	7,061
0100-01-002-0201-	41200	SALARIES & WAGES-OVERTIME	997	249	1,025	2,000	2,000	-
0100-01-002-0201-	41300	PART-TIME SALARIES & WAGE	2,629	10,678	31,272	12,000	12,000	-
0100-01-002-0201-	42100	FICA	23,353	23,085	27,389	26,514	27,055	540
0100-01-002-0201-	42210	RETIREMENT	57,245	62,585	53,314	52,317	55,630	3,313
0100-01-002-0201-	42300	HOSPITAL/MEDICAL PLANS	28,230	34,991	40,752	50,112	52,958	2,846
0100-01-002-0201-	42400	GROUP LIFE INSURANCE	856	3,763	3,928	4,390	4,042	(348)
0100-01-002-0201-	42700	WORKER'S COMPENSATION	506	236	540	600	355	(245)
0100-01-002-0201-	43101	PROFESSIONAL SERVICES	275	211	10,385	2,200	2,200	-
0100-01-002-0201-	43310	REPAIRS AND MAINTENANCE	405	-	2,949	1,000	1,000	-
0100-01-002-0201-	43320	MAINTENANCE SVS CONTRACTS	10,488	9,717	1,072	11,500	11,500	-
0100-01-002-0201-	43500	PRINTING AND BINDING	-	-	-	225	225	-
0100-01-002-0201-	43600	ADVERTISING	658	5,805	520	800	800	-
0100-01-002-0201-	44200	AUTOMOTIVE/MOTOR POOL	16	-	-	-	-	-
0100-01-002-0201-	45210	POSTAL SERVICE	23,024	16,779	35,608	25,000	35,000	10,000
0100-01-002-0201-	45230	TELEPHONE	3,124	5,286	4,367	3,200	3,200	-
0100-01-002-0201-	45305	MOTOR VEHICLE INSURANCE	94	135	228	250	250	-
0100-01-002-0201-	45410	LEASE/RENT EQUIPMENT	2	79	106	1,500	1,500	-
0100-01-002-0201-	45540	CONVENTION & EDUCATION	835	1,120	3,220	2,500	3,000	500
0100-01-002-0201-	45810	DUES AND MEMBERSHIPS	315	355	-	450	450	-
0100-01-002-0201-	46001	OFFICE SUPPLIES	4,470	4,390	8,246	7,800	8,000	200
0100-01-002-0201-	46002	FOOD SUPPLIES	179	322	394	450	450	-
0100-01-002-0201-	46008	VEHICLE & EQUIP FUEL	136	120	109	100	100	-
0100-01-002-0201-	46012	BOOKS & SUBSCRIPTIONS	-	-	28	60	60	-
0100-01-002-0201-	46015	COUNTY DOG TAGS	560	581	462	1,500	1,500	-
0100-01-002-0201-	46024	DATA PROCESSING SUPPLIES	-	-	566	500	500	-
0100-01-002-0201-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
			471,468	491,081	566,935	539,564	563,431	23,867

*Clerk of Circuit Court*

Prince George Circuit Court serves the residents of Prince George County. The Prince George Circuit Court (6<sup>th</sup> Judicial Circuit) is the trial court with the broadest powers in Virginia. The Circuit Court has authority to try a full range of cases, both civil and criminal, jury and non-jury. The Court records deeds, deeds of trust, finance statements, judgments, as well as qualifying notaries, issuing marriage licenses and handling all divorces. Civil cases include a wide variety of business disputes, personal injury and domestic relations cases. The Court hears felony criminal cases. A felony is a crime punishable by commitment to the State penitentiary for one year or more. The Court also hears appeals of misdemeanor and traffic cases from the General District Court and Juvenile Courts.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0202-	41100	SALARIES & WAGES-REGULAR	310,704	315,044	326,912	332,028	365,810	33,783
0100-02-010-0202-	41200	SALARIES & WAGES-OVERTIME	-	-	829	-	-	-
0100-02-010-0202-	41300	PART-TIME SALARIES & WAGE	-	630	1,135	11,225	2,000	(9,225)
0100-02-010-0202-	42100	FICA	22,148	21,754	23,500	26,259	28,138	1,879
0100-02-010-0202-	42210	RETIREMENT	56,936	59,494	52,628	52,228	57,857	5,629
0100-02-010-0202-	42300	HOSPITAL/MEDICAL PLANS	14,310	16,745	20,821	32,851	36,709	3,858
0100-02-010-0202-	42400	GROUP LIFE INSURANCE	851	3,580	3,878	4,383	4,353	(30)
0100-02-010-0202-	42700	WORKER'S COMPENSATION	499	232	546	550	356	(194)
0100-02-010-0202-	43101	PROFESSIONAL SERVICES	8,144	37	6,728	4,000	7,500	3,500
0100-02-010-0202-	43310	REPAIRS AND MAINTENANCE	275	484	-	600	600	-
0100-02-010-0202-	43320	MAINTENANCE SVS CONTRACTS	310	1,415	-	5,000	2,000	(3,000)
0100-02-010-0202-	43500	PRINTING AND BINDING	1,951	2,069	118	1,800	1,800	-
0100-02-010-0202-	43513	MICROFILMING EXPENSE	15,029	515	326	1,000	1,000	-
0100-02-010-0202-	45210	POSTAL SERVICE	3,000	7,244	2,700	2,750	2,750	-
0100-02-010-0202-	45230	TELEPHONE	2,151	1,249	1,085	2,350	2,350	-
0100-02-010-0202-	45410	LEASE/RENT EQUIPMENT	1,744	1,430	2,526	-	3,000	3,000
0100-02-010-0202-	45810	DUES AND MEMBERSHIPS	640	-	320	320	320	-
0100-02-010-0202-	46001	OFFICE SUPPLIES	6,690	4,559	4,458	5,000	5,000	-
0100-02-010-0202-	46002	FOOD SUPPLIES	223	200	165	200	200	-
0100-02-010-0202-	46012	BOOKS & SUBSCRIPTIONS	-	-	1,279	200	200	-
0100-02-010-0202-	46024	DATA PROCESS INDEXING	4,402	14,600	15,643	17,200	17,200	-
0100-02-010-0202-	46074	2010b-40 READER/PRINTER	2,300	-	-	-	-	-
0100-02-010-0202-	48101	MACHINERY & EQUIPMENT	1,236	-	985	1,000	1,000	-
0100-02-010-0202-	48102	FURNITURE & FIXTURES	-	-	-	200	200	-
0100-02-010-0202-	48107	INFO TECH EQUIPMENT	738	11,320	10,640	8,500	8,500	-
			454,281	462,602	477,221	509,643	548,843	39,199

*Sheriff*

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The mission of the Prince George County Sheriff's Office starts with the department's commitment to excellence by example. The pledge demands that the department's men and women embrace integrity at all times. The Sheriff's office seeks to employ and maintain only dedicated and caring personnel that will set a high standard of "excellence by example". The department also has a standard of commitment in partnership with the community to life and property that is second to none.

The daily goal is to perform the duties of the Sheriff's Office of Prince George County to the full extent of the department's abilities while listening and responding to the public's concerns. The department honors their allegiance to the Community, State and nation to uphold the Constitution while seeking to ensure every citizen is treated with dignity, fairness and respect, regardless of circumstance. The Prince George County Sheriff's Office is small but provides several services to the people of Prince George, Virginia such as Courthouse security, Service of civil and criminal papers, Project Lifesaver, Home incarceration, Selective enforcement, Project ChildSafe, TRIAD Program, Eagle Eddie Gun Safety program, Security for community activities, National Night Out and Career Day at local schools.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0203-	41100	SALARIES & WAGES-REGULAR	558,934	556,682	597,334	592,243	604,329	12,086
0100-02-010-0203-	41200	SALARIES & WAGES-OVERTIME	928	3,232	1,444	4,500	4,500	-
0100-02-010-0203-	41300	PART-TIME SALARIES & WAGE	20,933	21,333	21,704	21,000	24,502	3,502
0100-02-010-0203-	41012	SECURITY OT/COUNTY RELATED	1,140	-	-	-	-	-
0100-02-010-0203-	41700	SELECTIVE ENFORCEMENT-OVT	15,220	4,995	20,620	20,000	20,000	-
0100-02-010-0203-	42100	FICA	43,759	42,483	46,547	48,787	49,980	1,193
0100-02-010-0203-	42210	RETIREMENT	100,345	111,170	94,935	100,317	102,769	2,452
0100-02-010-0203-	42300	HOSPITAL/MEDICAL PLANS	41,480	46,691	56,066	66,816	87,938	21,122
0100-02-010-0203-	42400	GROUP LIFE INSURANCE	1,501	6,685	6,995	7,877	7,192	(685)
0100-02-010-0203-	42700	WORKER'S COMPENSATION	14,201	6,384	8,500	15,500	10,341	(5,159)
0100-02-010-0203-	42701	LINE OF DUTY ACT	2,105	2,042	2,600	2,600	2,600	-
0100-02-010-0203-	43101	PROFESSIONAL SERVICES	37	-	(136)	-	-	-
0100-02-010-0203-	43320	MAINTENANCE SVS CONTRACTS	345	672	512	672	10,000	9,328
0100-02-010-0203-	43600	ADVERTISING	56	-	-	-	-	-
0100-02-010-0203-	44200	AUTOMOTIVE/MOTOR POOL	9,549	-	10,258	7,000	7,000	-
0100-02-010-0203-	45210	POSTAL SERVICE	1,692	1,804	1,965	2,200	2,500	300
0100-02-010-0203-	45230	TELEPHONE	3,183	1,953	1,654	3,480	3,480	-
0100-02-010-0203-	45305	MOTOR VEHICLE INSURANCE	3,041	3,037	3,435	3,500	3,500	-
0100-02-010-0203-	45410	LEASE/RENT EQUIPMENT	851	2,194	2,632	3,700	4,630	930
0100-02-010-0203-	45540	CONVENTION & EDUCATION	1,483	1,610	1,436	1,500	1,500	-
0100-02-010-0203-	45810	DUES AND MEMBERSHIPS	906	906	1,410	954	954	-
0100-02-010-0203-	46001	OFFICE SUPPLIES	2,339	3,348	2,759	2,500	5,000	2,500
0100-02-010-0203-	46008	VEHICLE & EQUIP. FUEL	18,914	18,352	18,367	20,000	20,000	-
0100-02-010-0203-	46009	VEHICLE & EQUIP. SUPPLIES	302	13	469	500	500	-
0100-02-010-0203-	46010	POLICE SUPPLIES	4,857	3,464	2,858	2,800	4,000	1,200
0100-02-010-0203-	46011	UNIFORM/APPAREL	3,906	2,426	2,354	2,700	3,000	300
0100-02-010-0203-	46014	OTHER OPERATING SUPPLIES	(150)	26	93	-	250	250
0100-02-010-0203-	46042	OTHER SUPPLIES-GRANTS	-	59	-	-	-	-
0100-02-010-0203-	46047	HOME ELECT MONITORING	1,311	-	1,596	2,000	2,000	-
0100-02-010-0203-	46070	TRIAD	-	(1,339)	(429)	-	-	-
0100-02-010-0203-	47008	CRATER ACADEMY	3,484	3,484	3,484	3,752	3,940	188
0100-02-010-0203-	48101	MACHINERY & EQUIPMENT	46,415	39,408	40,274	-	-	-
0100-02-010-0203-	48105	MOTOR VEHICLES	6,990	-	-	-	-	-
0100-02-010-0203-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
			910,795	883,115	951,738	936,898	986,405	49,507

Commonwealth's Attorney

The mission of the Prince George Commonwealth's Attorney's Office is to help make the County of Prince George a safe place to live, work and play by prosecuting those cases where there is sufficient, legally admissible evidence in a manner that (1) respects the dignity of those who are the unfortunate victims of crime and (2) promotes the ends of justice.

The office accomplishes this mission by:

1. Working with the office of the Victim Witness Coordinator to ensure that crime victims are treated with dignity and respect and are fully aware of their rights as victims under Virginia Code § 19.2-11.01
2. Properly preparing cases and witness for court
3. Participating in programs to improve administration of justice
4. Being accessible to law enforcement officers for legal advice and assistance 24 hours a day
5. Using technology to enhance our ability to manage our caseload and to effectively present evidence in the courtroom
6. Attending training programs to ensure that each staff member and attorney is up to date on the latest developments in criminal law prosecution
7. Treating those who come in contact with the office the way that our staff would want to be treated
8. Acting with integrity and always striving to do the right thing
9. Reaching out to schools, civic groups and members of the community in an effort to build a coalition to prevent and fight crime

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-020-0204-01	41100	SALARIES & WAGES-REGULAR	379,732	381,922	410,310	419,188	422,157	2,969
0100-02-020-0204-02	42100	FICA	26,853	27,021	29,010	32,068	32,295	227
0100-02-020-0204-03	42210	RETIREMENT	61,846	65,913	57,518	65,938	66,405	467
0100-02-020-0204-04	42300	HOSPITAL/MEDICAL PLANS	24,150	29,185	34,371	41,760	46,688	4,928
0100-02-020-0204-05	42400	GROUP LIFE INSURANCE	943	4,203	4,238	5,533	5,024	(510)
0100-02-020-0204-06	42700	WORKER'S COMPENSATION	522	237	584	600	380	(220)
0100-02-020-0204-07	43101	PROFESSIONAL SERVICES	339	26,911	4,662	500	500	-
0100-02-020-0204-08	43320	MAINTENANCE SVS CONTRACTS	830	1,320	1,320	1,560	1,560	-
0100-02-020-0204-09	45210	POSTAL SERVICE	339	645	718	660	660	-
0100-02-020-0204-10	45230	TELEPHONE	1,467	693	517	1,600	1,600	-
0100-02-020-0204-11	45540	CONVENTION & EDUCATION	1,690	1,629	3,351	4,100	4,100	-
0100-02-020-0204-12	45810	DUES AND MEMBERSHIPS	1,630	1,780	1,838	2,500	2,500	-
0100-02-020-0204-13	46001	OFFICE SUPPLIES	3,989	3,237	1,577	2,000	3,100	1,100
0100-02-020-0204-14	46002	FOOD SUPPLIES	113	-	-	-	275	275
0100-02-020-0204-15	46012	BOOKS & SUBSCRIPTIONS	1,853	1,592	1,310	2,000	2,000	-
0100-02-020-0204-16	46024	DATA PROCESSING SUPPLIES	228	356	548	600	600	-
0100-02-020-0204-17	48107	INFO TECH EQUIPMENT	738	-	-	-	3,600	3,600
			507,261	546,643	551,872	580,608	593,445	12,837

# COMMUNITY DEVELOPMENT

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
	<b>Community Development</b>						
0300	Community Development and Code C	805,726	996,849	1,071,894	1,075,604	1,146,610	71,006
	Planning	264,232	-	-	-	-	-
0302	Regional Planning Commission	23,725	23,221	-	-	-	-
	<b>Total Community Development</b>	1,093,684	1,020,070	1,071,894	1,075,604	1,146,610	71,006

Community Development & Code Compliance

The Department of Community Development and Code Compliance is charged with the duty of issuing permits and conducting inspections for all new construction, addition, alterations, repairs, removal, demolition, replacement, change of use or other building/construction operations. The department reviews plans to confirm that the proposed work complies with the provisions of the Virginia Uniform Statewide Building Code. The department also performs Code Compliance Enforcement tasks related to property maintenance regulations and County ordinances. The department charges permit, plan review and inspection fees to defray the cost of providing services. These fees have supported 100% cost recovery (revenues collected met or exceeded direct expenditures for the department) for five of the last six years.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-400-0300-01	41100	SALARIES & WAGES-REGULAR	558,467	643,414	692,691	666,102	711,368	45,267
0100-03-400-0300-	41200	SALARIES & WAGES-OVERTIME	1,322	-	137	-	-	-
0100-03-400-0300-	41300	PART-TIME SALARIES & WAGE	-	7,631	14,790	24,000	24,000	-
0100-03-400-0300-	41301	COMP COMMISSION MEMBERS	-	17,400	18,300	18,800	18,800	-
0100-03-400-0300-	42100	FICA	39,914	46,158	51,032	54,231	57,694	3,463
0100-03-400-0300-	42210	RETIREMENT	103,022	129,145	110,755	111,510	118,631	7,120
0100-03-400-0300-	42300	HOSPITAL/MEDICAL PLANS	42,930	58,615	70,028	77,256	93,060	15,804
0100-03-400-0300-	42400	GROUP LIFE INSURANCE	1,541	7,765	8,161	8,793	8,465	(327)
0100-03-400-0300-	42700	WORKER'S COMPENSATION	6,906	6,680	8,992	8,992	8,097	(895)
0100-03-400-0300-	43101	PROFESSIONAL SERVICES	128	563	7,737	5,000	7,000	2,000
0100-03-400-0300-	43310	REPAIRS AND MAINTENANCE	-	-	155	550	500	(50)
0100-03-400-0300-	43320	MAINTENANCE SVS CONTRACTS	17,772	32,795	37,392	35,725	35,195	(530)
0100-03-400-0300-	43600	ADVERTISING	-	5,261	3,185	8,000	6,000	(2,000)
0100-03-400-0300-	46001	OTHER SERVICES	-	450	-	-	-	-
0100-03-400-0300-	43991	BANK ACCOUNT FEES	-	2,710	6,028	7,000	6,500	(500)
0100-03-400-0300-	44200	AUTOMOTIVE/MOTOR POOL	1,632	-	1,618	2,500	2,500	-
0100-03-400-0300-	45210	POSTAL SERVICE	758	1,027	1,461	1,500	1,500	-
0100-03-400-0300-	45230	TELEPHONE	9,311	14,290	12,513	12,200	12,200	-
0100-03-400-0300-	45305	MOTOR VEHICLE INSURANCE	1,753	1,345	2,174	2,300	2,300	-
0100-03-400-0300-	45410	LEASE/RENT EQUIPMENT	1,286	2,609	2,599	3,000	3,000	-
0100-03-400-0300-	45540	CONVENTION & EDUCATION	1,729	3,573	5,623	7,000	7,000	-
0100-03-400-0300-	45810	DUES AND MEMBERSHIPS	210	755	1,085	1,200	1,200	-
0100-03-400-0300-	46001	OFFICE SUPPLIES	1,341	4,048	1,071	3,000	3,000	-
0100-03-400-0300-	46002	FOOD SUPPLIES	150	172	433	100	100	-
0100-03-400-0300-	46008	VEHICLE & EQUIP. FUEL	8,330	7,001	7,508	7,000	7,000	-
0100-03-400-0300-	46009	VEHICLE & EQUIP. SUPPLIES	1,321	-	123	1,000	3,000	2,000
0100-03-400-0300-	46011	UNIFORM/APPAREL	2,307	661	1,019	1,000	1,000	-
0100-03-400-0300-	46012	BOOKS & SUBSCRIPTIONS	784	1,530	953	2,000	2,000	-
0100-03-400-0300-	46014	OTHER OPERATING SUPPLIES	-	42	-	-	-	-
0100-03-400-0300-	46024	DATA PROCESSING SUPPLIES	2,075	1,240	4,212	5,345	5,000	(345)
0100-03-400-0300-	46036	COMMUNICATION EQUIPMENT	-	-	119	250	250	-
0100-03-400-0300-	46043	TOOLS & EQUIPMENT	-	-	-	250	250	-
0100-03-400-0300-	48121	REPLACE INFO TECH EQUIPMENT	738	-	-	-	-	-
			805,726	996,879	1,071,894	1,075,604	1,146,610	71,006



# FINANCIAL SERVICES

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Financial Services</b>							
<a href="#">0401</a>	Assessor	443,287	474,796	450,005	478,337	485,150	6,813
<a href="#">0402</a>	Finance	500,892	542,472	571,958	627,295	677,206	49,911
<a href="#">0403</a>	Information Technology	554,992	547,163	623,411	571,395	688,106	116,711
<b>Total Financial Services</b>		1,499,170	1,564,431	1,645,374	1,677,028	1,850,463	173,435

Assessor

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Real Estate assessments in Prince George County are administered by the Real Estate Assessor's Office under the authority of the Constitution of Virginia, the Code of Virginia and the Prince George County Code. It is the responsibility of the Real Estate Assessor's Office to assess land and improvements at 100 percent of fair market value according to state law. The annual real estate assessment is an estimate of the fair market value of land and improvements as of January 1 of the tax year.

The Assessor's Office is responsible for making changes to land records from the new deeds, wills and plats received from the Clerk's Office. For each property record there is a card showing the record of ownership, legal description, acreage, class code, district, source of title, location of property, sales date and sales amount.

Other functions of the Real Estate Assessor's Office include interpreting and administering all laws pertaining to real estate assessments, producing supplemental assessments for all new construction in the County, responding to inquiries concerning assessment and valuation procedures, defending assessed values before the Board of Equalization and managing the Land Use Program.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0401-	41100	SALARIES & WAGES-REGULAR	290,467	287,634	312,858	306,697	310,640	3,943
0100-01-002-0401-	41200	SALARIES & WAGES-OVERTIME	518	-	296	-	-	-
0100-01-002-0401-	41300	PART-TIME SALARIES & WAGE	-	225	-	500	500	-
0100-01-002-0401-	41301	COMP. COMMISSION MEMBERS	-	300	300	2,000	2,000	-
0100-01-002-0401-	42100	FICA	20,893	20,739	23,145	23,654	23,955	302
0100-01-002-0401-	42210	RETIREMENT	52,001	57,758	49,189	48,244	49,257	1,013
0100-01-002-0401-	42300	HOSPITAL/MEDICAL PLANS	24,150	22,230	13,530	24,499	27,892	3,392
0100-01-002-0401-	42400	GROUP LIFE INSURANCE	778	3,473	3,625	4,048	3,697	(352)
0100-01-002-0401-	42700	WORKER'S COMPENSATION	3,525	2,761	3,930	4,000	4,215	215
0100-01-002-0401-	43101	PROFESSIONAL SERVICES	1,140	-	-	1,800	1,800	-
0100-01-002-0401-	43310	REPAIRS AND MAINTENANCE	50	-	-	-	-	-
0100-01-002-0401-	43320	MAINTENANCE SVS CONTRACTS	20,393	20,880	22,174	25,150	29,350	4,200
0100-01-002-0401-	43600	ADVERTISING	1,958	91	-	1,250	1,250	-
0100-01-002-0401-	44200	AUTOMOTIVE/MOTOR POOL	972	-	700	1,000	1,000	-
0100-01-002-0401-	45210	POSTAL SERVICE	4,839	4,820	5,368	6,500	6,500	-
0100-01-002-0401-	45230	TELEPHONE	2,773	4,201	3,788	3,100	3,100	-
0100-01-002-0401-	45305	MOTOR VEHICLE INSURANCE	508	364	1,087	1,000	1,000	-
0100-01-002-0401-	45410	LEASE/RENT EQUIPMENT	355	355	-	4,000	-	(4,000)
0100-01-002-0401-	45540	CONVENTION & EDUCATION	2,132	2,716	2,278	6,000	6,000	-
0100-01-002-0401-	45810	DUES AND MEMBERSHIPS	355	710	355	500	500	-
0100-01-002-0401-	46001	OFFICE SUPPLIES	1,245	1,615	914	2,500	2,500	-
0100-01-002-0401-	46002	FOOD SUPPLIES	41	29	335	100	300	200
0100-01-002-0401-	46009	VEHICLE & EQUIP. SUPP	-	-	259	-	-	-
0100-01-002-0401-	46008	VEHICLE & EQUIP. FUEL	1,053	630	745	1,695	1,695	-
0100-01-002-0401-	46012	BOOKS & SUBSCRIPTIONS	922	767	872	1,000	2,500	1,500
0100-01-002-0401-	46024	DATA PROCESSING SUPPLIES	2,464	7,717	2,737	4,000	3,500	(500)
0100-01-002-0401-	48107	INFO TECH EQUIPMENT	1,809	-	157	5,100	2,000	(3,100)
0100-01-002-0401-	48204	NEW SFTWR & AGREEMNT	7,945	34,779	1,364	-	-	-
			443,287	474,796	450,005	478,337	485,150	6,813

*Finance*

The Finance Department is committed to providing reliable information and quality service to our customers, who include citizens, elected officials, County administration, other County departments, vendors and employees. The functions of the Department include payroll, accounts payable, purchasing, budgeting, general accounting, grant administration and financial reporting.

The Finance Department produces the annual budget, the capital improvements plan and the Comprehensive Annual Financial Report.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0402-0	41100	SALARIES & WAGES-REGULAR	335,105	357,816	380,593	380,987	426,330	45,342
0100-01-002-0402-	41200	SALARIES & WAGES-OVERTIME	1,330	2,281	4,698	1,000	2,000	1,000
0100-01-002-0402-	41300	PART-TIME SALARIES & WAGE	1,296	705	5,927	2,000	2,000	-
0100-01-002-0402-	42100	FICA	24,653	25,980	27,383	29,375	32,920	3,545
0100-01-002-0402-	42210	RETIREMENT	59,622	68,857	58,341	59,929	67,691	7,762
0100-01-002-0402-	42300	HOSPITAL/MEDICAL PLANS	23,370	23,926	36,937	41,760	38,016	(3,744)
0100-01-002-0402-	42400	GROUP LIFE INSURANCE	915	4,267	4,299	5,029	5,073	44
0100-01-002-0402-	42700	WORKER'S COMPENSATION	546	273	613	615	377	(238)
0100-01-002-0402-	43101	PROFESSIONAL SERVICES	3,021	10,314	9,820	55,000	55,000	-
0100-01-002-0402-	43310	REPAIRS AND MAINTENANCE	-	-	366	500	500	-
0100-01-002-0402-	43320	MAINTENANCE SVS CONTRACTS	8,445	7,441	4,354	10,000	17,500	7,500
0100-01-002-0402-	43600	ADVERTISING	-	973	537	500	500	-
0100-01-002-0402-	45210	POSTAL SERVICE	3,442	5,423	3,626	4,500	4,000	(500)
0100-01-002-0402-	45230	TELEPHONE	3,532	4,857	5,989	5,000	5,000	-
0100-01-002-0402-	45410	LEASE/RENT EQUIPMENT	1,626	1,427	1,171	2,500	1,200	(1,300)
0100-01-002-0402-	45510	MILEAGE	-	22	-	-	-	-
0100-01-002-0402-	45540	CONVENTION & EDUCATION	8,153	16,254	10,132	8,000	8,000	-
0100-01-002-0402-	45600	COUNTY CONTRIBUTIONS	-	-	100	-	-	-
0100-01-002-0402-	45810	DUES AND MEMBERSHIPS	644	1,725	1,382	650	650	-
0100-01-002-0402-	46001	OFFICE SUPPLIES	8,071	5,763	6,865	8,000	7,000	(1,000)
0100-01-002-0402-	46002	FOOD SUPPLIES	452	957	1,533	450	450	-
0100-01-002-0402-	46012	BOOKS & SUBSCRIPTIONS	1,043	698	484	1,000	500	(500)
0100-01-002-0402-	46024	DATA PROCESSING SUPPLIES	5,558	2,179	2,226	5,500	2,500	(3,000)
0100-01-002-0402-	48102	REPLACE FURNITURE & FIXTURES	2,379	-	-	-	-	-
0100-01-002-0402-	48104	REPLACE SOFTWARE & AGREEMN	-	75	-	-	-	-
0100-01-002-0402-	48107	INFO TECH EQUIPMENT	7,690	260	4,582	5,000	-	(5,000)
			500,892	542,472	571,958	627,295	677,206	49,911

Information Technology

The Information Technology Department provides technology support services for County departments, Constitutional Offices, and several multi-jurisdictional agencies. Support is provided in a wide variety of areas including:

- Providing hardware and software support for County technology assets including desktop computers, laptop computers, servers, telephones, printers, mobile devices, as well as audio-visual equipment
- Planning and support for voice and data networks
- Operational support for existing departmental and enterprise data systems and business processes
- Project management and support for enterprise and departmental technology initiatives
- Training end users for a variety of applications and systems that are part of the County technology infrastructure
- Ensuring continuity of technology operations in the event of natural or manmade disasters
- Strategic planning for applying technology in a manner that will meet the current and future needs of Prince George County

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0403-	41100	SALARIES & WAGES-REGULAR	273,337	302,332	345,813	349,786	383,411	33,625
0100-01-002-0403-	41200	SALARIES & WAGES-OVERTIME	1,033	1,129	496	-	-	-
0100-01-002-0403-	41300	PART-TIME SALARIES & WAGES	175	8,382	943	-	-	-
0100-01-002-0403-	42100	FICA	19,996	22,944	24,830	26,759	29,331	2,572
0100-01-002-0403-	42210	RETIREMENT	40,985	52,496	51,983	55,021	60,311	5,289
0100-01-002-0403-	42300	HOSPITAL/MEDICAL PLANS	19,770	28,961	40,307	50,112	46,820	(3,292)
0100-01-002-0403-	42400	GROUP LIFE INSURANCE	613	3,293	3,788	4,617	4,563	(55)
0100-01-002-0403-	42700	WORKER'S COMPENSATION	447	227	557	600	383	(217)
0100-01-002-0403-	43101	PROFESSIONAL SERVICES	10,601	7,456	17,451	6,000	6,000	-
0100-01-002-0403-	43310	REPAIRS AND MAINTENANCE	3,855	4,394	1,863	4,000	4,000	-
0100-01-002-0403-	43320	MAINTENANCE SVS CONTRACTS	34,339	32,002	42,549	35,000	69,000	34,000
0100-01-002-0403-	43600	ADVERTISING	576	1,653	1,640	-	1,000	1,000
0100-01-002-0403-	45210	POSTAL SERVICE	63	127	182	100	100	-
0100-01-002-0403-	45230	TELEPHONE	2,010	3,205	25,142	3,000	3,000	-
0100-01-002-0403-	45232	INTERNET	-	1,908	125	-	-	-
0100-01-002-0403-	45233	DATA LINES/T1	14,747	20,192	18,411	22,000	22,000	-
0100-01-002-0403-	45410	LEASE/RENT EQUIPMENT	230	280	469	500	500	-
0100-01-002-0403-	45540	CONVENTION & EDUCATION	-	2,314	6,046	6,000	6,000	-
0100-01-002-0403-	45810	DUES AND MEMBERSHIPS	-	35	-	300	300	-
0100-01-002-0403-	46001	OFFICE SUPPLIES	656	708	692	600	600	-
0100-01-002-0403-	46002	FOOD SUPPLIES	131	683	584	300	300	-
0100-01-002-0403-	46012	BOOKS & SUBSCRIPTIONS	166	315	39	200	200	-
0100-01-002-0403-	46024	DATA PROCESSING SUPPLIES	4,919	21,332	9,966	6,500	6,500	-
0100-01-002-0403-	48101	MACHINERY & EQUIPMENT	7,630	7,429	-	-	-	-
0100-01-002-0403-	48104	SOFTWARE & SOFTWARE AGREE	80,631	11,836	6,602	-	-	-
0100-01-002-0403-	48107	INFO TECH EQUIPMENT	38,082	11,529	22,934	-	43,787	43,787
			554,992	547,163	623,411	571,395	688,106	116,711

# OPERATIONS

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Operations</b>							
0502	County Garage	378,330	553,044	445,685	432,334	416,648	(15,687)
0503	Refuse Disposal	328,968	70,347	42,889	88,865	95,665	6,800
0504	General Properties	1,616,829	1,903,383	1,884,723	1,969,252	2,045,512	76,261
0505	Parks & Recreation	742,190	832,368	845,123	848,378	882,007	33,629
0506	County Engineering	43,189	14,811	9,052	7,000	7,000	-
<b>Total Operations</b>		<b>3,109,505</b>	<b>3,373,953</b>	<b>3,227,472</b>	<b>3,345,829</b>	<b>3,446,832</b>	<b>101,003</b>

County Garage

The County Garage provides maintenance to all County-owned vehicles and equipment, including Police, Fire/EMS, Engineering and Utilities, and all other vehicles. The garage assists in specifications for new vehicle and equipment purchases and performs mechanic repair and preventative maintenance on all fleet vehicles. The garage is responsible for the vehicular fuel delivery system, tracking fuel consumption and fuel billing.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-002-0502-00	41100	SALARIES & WAGES-REGULAR	193,418	193,713	210,478	209,007	213,388	4,380
0100-01-002-0502-	41200	SALARIES & WAGES-OVERTIME	1,286	348	2,158	2,000	2,000	-
0100-01-002-0502-	41300	PART-TIME SALARIES & WAGE	-	1,440	12,936	18,000	18,000	-
0100-01-002-0502-	42100	FICA	14,110	14,448	16,802	17,519	17,854	335
0100-01-002-0502-	42210	RETIREMENT	35,208	39,361	33,504	36,023	36,712	689
0100-01-002-0502-	42300	HOSPITAL/MEDICAL PLANS	14,310	17,505	20,295	25,056	26,136	1,080
0100-01-002-0502-	42400	GROUP LIFE INSURANCE	527	2,367	2,468	2,759	2,539	(220)
0100-01-002-0502-	42700	WORKER'S COMPENSATION	5,056	2,987	6,089	6,100	5,299	(801)
0100-01-002-0502-	43310	REPAIRS AND MAINTENANCE	1,151	2,554	1,365	3,000	3,000	-
0100-01-002-0502-	43701	LAUNDRY & DRY CLEANING	1,971	1,698	1,729	2,000	2,200	200
0100-01-002-0502-	44200	AUTOMOTIVE/MOTOR POOL	685	-	706	1,400	1,200	(200)
0100-01-002-0502-	45210	POSTAL SERVICE	5	52	-	20	20	-
0100-01-002-0502-	45230	TELEPHONE	1,339	16,086	1,588	900	1,700	800
0100-01-002-0502-	45305	MOTOR VEHICLE INSURANCE	612	439	684	900	900	-
0100-01-002-0502-	45410	LEASE/RENT EQUIPMENT	1,020	979	539	1,200	1,200	-
0100-01-002-0502-	45540	CONVENTION & EDUCATION	128	2,348	1,921	2,400	2,400	-
0100-01-002-0502-	46001	OFFICE SUPPLIES	841	788	732	800	1,000	200
0100-01-002-0502-	46002	FOOD SUPPLIES	169	177	244	150	400	250
0100-01-002-0502-	43310	REPAIR & MAINTENANCE SUPP	-	(280)	-	-	-	-
0100-01-002-0502-	46007	REPAIRS & MAINTENANCE	-	-	12,193	-	-	-
0100-01-002-0502-	46008	VEHICLE & EQUIP. FUEL	12,797	(8,582)	24,500	15,000	15,000	-
0100-01-002-0502-	46009	VEHICLE & EQUIP. SUPPLIES	83,783	256,676	83,680	75,000	50,000	(25,000)
0100-01-002-0502-	46011	UNIFORM/APPAREL	460	625	365	600	700	100
0100-01-002-0502-	46012	BOOKS & SUBSCRIPTIONS	1,500	-	-	1,600	1,600	-
0100-01-002-0502-	46024	DATA PROCESSING SUPPLIES	172	168	687	400	400	-
0100-01-002-0502-	46043	TOOLS & EQUIPMENT	7,102	6,497	7,578	8,300	9,800	1,500
0100-01-002-0502-	48101	MACHINERY & EQUIPMENT	681	651	2,113	1,800	2,800	1,000
0100-01-002-0502-	48102	FURNITURE & FIXTURES	-	-	-	400	400	-
0100-01-002-0502-	48201	MACHINERY & EQUIPMENT	-	-	331	-	-	-
			378,330	553,044	445,685	432,334	416,648	(15,687)

*Refuse Disposal*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-04-102-0503-	41100	SALARIES & WAGES-REGULAR	83,221	-	-	-	-	-
0100-04-102-0503-	41200	SALARIES & WAGES-OVERTIME	12,552	-	-	-	-	-
0100-04-102-0503-	41300	PART-TIME SALARIES & WAGE	10,123	-	-	-	-	-
0100-04-102-0503-	42100	FICA	8,072	-	-	-	-	-
0100-04-102-0503-	42210	RETIREMENT	12,858	-	-	-	-	-
0100-04-102-0503-	42300	HOSPITAL/MEDICAL PLANS	3,978	-	-	-	-	-
0100-04-102-0503-	42400	GROUP LIFE INSURANCE	225	-	-	-	-	-
0100-04-102-0503-	42700	WORKER'S COMPENSATION	6,555	-	-	-	-	-
0100-04-102-0503-	43101	PROFESSIONAL SERVICES	22,347	14,028	6,691	5,000	5,000	-
0100-04-102-0503-	43320	MAINT SRVCS CONTRACTS	240	-	-	-	-	-
0100-04-102-0503-	43326	SANITATION SVC DUMPMASER	2,890	1,080	5,015	6,240	7,680	1,440
0100-04-102-0503-	43327	CLEAN COMMUNITY DAY	-	-	-	24,250	24,250	-
0100-04-102-0503-	43330	RECYCLING CENTER	57,455	-	8,004	13,200	20,000	6,800
0100-04-102-0503-	43332	TRANS/SOLID WASTE STATION	58,703	593	-	-	-	-
0100-04-102-0503-	43350	LANDFILL/ MAINTENANCE	20,370	36,800	6,000	22,000	20,560	(1,440)
0100-04-102-0503-	43600	ADVERTISING	112	266	-	-	-	-
0100-04-102-0503-	44200	AUTOMOTIVE/MOTOR POOL	669	-	-	-	-	-
0100-04-102-0503-	45230	TELEPHONE	464	432	32	-	-	-
0100-04-102-0503-	45410	LEASE/RENT EQUIPMENT	776	-	-	-	-	-
0100-04-102-0503-	45600	COUNTY CONT (CVWMA)	18,175	17,148	17,148	18,175	18,175	-
0100-04-102-0503-	46002	FOOD SUPPLIES	342	-	-	-	-	-
0100-04-102-0503-	46007	REPAIR & MAINTENANCE SUPP	671	-	-	-	-	-
0100-04-102-0503-	46008	VEHICLE & EQUIP. FUEL	2,684	-	-	-	-	-
0100-04-102-0503-	46009	VEHICLE & EQUIP. SUPPLIES	2,443	-	-	-	-	-
0100-04-102-0503-	48101	MACHINERY & EQUIPMENT	3,045	-	-	-	-	-
			328,968	70,347	42,889	88,865	95,665	6,800



General Properties

The Department of General Services is responsible for maintenance of all County buildings and grounds, as well as emergency service planning. It also includes Landfill Maintenance.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-04-103-0504-	41100	SALARIES & WAGES-REGULAR	338,537	308,147	353,522	343,965	400,129	56,164
0100-04-103-0504-	41200	SALARIES & WAGES-OVERTIME	2,920	8,599	3,549	3,500	3,500	-
0100-04-103-0504-	41300	PART-TIME SALARIES & WAGE	10,335	27,526	43,073	8,000	3,000	(5,000)
0100-04-103-0504-	42100	FICA	26,661	25,808	29,763	27,193	31,107	3,914
0100-04-103-0504-	42210	RETIREMENT	61,906	59,773	55,076	55,915	63,963	8,048
0100-04-103-0504-	42300	HOSPITAL/MEDICAL PLANS	21,042	27,976	34,690	41,760	60,390	18,630
0100-04-103-0504-	42400	GROUP LIFE INSURANCE	907	3,682	4,058	4,587	4,762	175
0100-04-103-0504-	42700	WORKER'S COMPENSATION	7,801	3,766	6,309	8,100	7,613	(487)
0100-04-103-0504-	43101	PROFESSIONAL SERVICES	20,962	23,174	5,360	20,000	20,000	-
0100-04-103-0504-	43310	REPAIRS AND MAINTENANCE	93,785	272,406	177,807	139,266	175,000	35,734
0100-04-103-0504-	43320	MAINTENANCE SVS CONTRACTS	182,730	220,143	277,128	257,273	257,273	-
0100-04-103-0504-	43326	SANITATION SVS DUMPMASER	-	2,749	-	-	-	-
0100-04-103-0504-	43330	RECYCLING CENTER	-	-	660	-	-	-
0100-04-103-0504-	43600	ADVERTISING	198	112	202	500	300	(200)
0100-04-103-0504-	43701	LAUNDRY & DRY CLEANING	167	775	2,172	2,400	2,000	(400)
0100-04-103-0504-	44200	AUTOMOTIVE/MOTOR POOL	6,714	-	4,819	6,000	6,000	-
0100-04-103-0504-	45102	E-COURTS BLDG	103,144	82,447	86,476	90,000	89,000	(1,000)
0100-04-103-0504-	45103	E-POLICE BLDG	20,094	19,491	20,642	20,500	21,000	500
0100-04-103-0504-	45104	E-PG FIRE DEPARTMENT	9,206	13,236	13,206	11,500	13,500	2,000
0100-04-103-0504-	45105	E-FOOD BANK ANNEX	-	223	73	250	250	-
0100-04-103-0504-	45106	E-#5&6/ FOOD BANK	3,007	3,730	4,097	3,600	1,200	(2,400)
0100-04-103-0504-	45107	E-HERITAGE MUSEUM - CLERKS BU	-	1,171	713	3,000	3,000	-
0100-04-103-0504-	45108	E-HERITAGE MUSEUM - MAIN	4,941	5,459	5,336	5,000	5,500	500
0100-04-103-0504-	45109	E-RCJA	594	6,626	-	-	-	-
0100-04-103-0504-	45110	E-BUREN BLDG	2,300	2,694	3,325	2,900	3,400	500
0100-04-103-0504-	45111	E-BUREN BLDG PARKING LOT LIGHT	132	97	101	125	125	-
0100-04-103-0504-	45112	E-#12/HUMAN SERVICES BLDG	23,310	24,318	18,135	24,350	24,000	(350)
0100-04-103-0504-	45113	E-#7/HERITAGE MUSEUM ANNEX	990	-	7,646	10,327	-	(10,327)
0100-04-103-0504-	45115	E-#15 COUNTY GARAGE	6,627	7,119	6,595	7,150	7,150	-
0100-04-103-0504-	45116	E-#16/SCOTT PARK (CONCESSIONI	2,401	3,741	3,738	3,740	3,900	160
0100-04-103-0504-	45117	E-OLD NORTH/P&R	-	22,225	31,930	23,000	32,000	9,000
0100-04-103-0504-	45118	E-#18/TEMPLE PARK	9,350	9,306	7,882	10,000	9,000	(1,000)
0100-04-103-0504-	45119	E-#19/LANDFILL	1,414	(6,306)	-	-	-	-
0100-04-103-0504-	45120	E-#20/ANIMAL SERVICES CENTER	5,083	31,182	40,001	40,000	40,000	-
0100-04-103-0504-	45121	E-#21/BURROWSVILLE FIRE	3,814	4,144	4,035	4,200	4,200	-
0100-04-103-0504-	45122	E-#22/CARSON FIRE DEPART	4,812	6,579	5,944	6,500	6,500	-
0100-04-103-0504-	45123	E-#23/DISPUTANTA FIRE DEP	7,412	6,526	7,599	7,100	7,200	100
0100-04-103-0504-	45124	E-#24/JEFFERSON PARK FIRE	14,519	11,973	11,559	13,350	13,000	(350)
0100-04-103-0504-	45125	E-#25/EMERGENCY CREW BLDG	8,146	7,412	6,530	8,200	8,000	(200)
0100-04-103-0504-	45126	E-#26/STREET LIGHTING/VP	54,439	52,450	51,903	55,000	54,000	(1,000)
0100-04-103-0504-	45127	E-#27/STREET LIGHTING/PG	42,009	55,412	40,801	55,500	52,500	(3,000)
0100-04-103-0504-	45128	E-#28/CARSON SUB-STATION	2,396	1,535	3,337	2,300	3,200	900
0100-04-103-0504-	45129	E-#29-HOUSING	1,243	1,598	1,009	1,600	1,400	(200)
0100-04-103-0504-	45130	E#30-B& G UTILITY BLDG	2,788	3,682	-	-	-	-
0100-04-103-0504-	45131	E#30-DISPUTANTA COMM BLD	4,992	3,913	4,021	4,600	4,500	(100)
0100-04-103-0504-	45133	E - EXT.AG./S&W SCOTT PARK TRAI	1,832	1,535	1,853	1,750	1,900	150
0100-04-103-0504-	45132	E-OLD MOORE	-	-	1,477	40,000	25,000	(15,000)
0100-04-103-0504-	45134	E-SHADYWOOD RD TOWER	260	169	153	250	-	(250)
0100-04-103-0504-	45198	WATER SERVICE	9,218	16,268	12,707	16,500	19,500	3,000
0100-04-103-0504-	45199	SEWER SERVICE	10,907	12,609	11,165	12,750	14,000	1,250
0100-04-103-0504-	45137	E-JEJ MOORE FIELD LIGHTS	26,626	27,055	27,898	27,500	28,500	1,000
0100-04-103-0504-	45138	E-NEW COUNTY ADMIN. BLDG	85,592	77,363	75,358	82,000	80,000	(2,000)
0100-04-103-0504-	45139	E-B'VILLE COMMUNITY CNTR	-	5,636	5,329	5,750	5,700	(50)
0100-04-103-0504-	45144	E- CARSON & BURROW. ELEM.	4,369	-	-	5,000	-	(5,000)
0100-04-103-0504-	45140	E-PG LIBRARY	20,957	20,308	11,100	23,000	20,000	(3,000)
0100-04-103-0504-	45143	CARSON SCHOOL STORAGE	-	836	-	1,800	1,800	-
0100-04-103-0504-	45141	E- TOWER SITES	18,520	18,527	18,645	18,600	19,000	400
0100-04-103-0504-	45142	E- EMER COMM BUILDING	14,012	12,452	13,602	13,000	13,750	750
0100-04-103-0504-	45151	H-#21/BURROWSVILLE FIRE	3,684	2,438	4,840	3,000	5,000	2,000
0100-04-103-0504-	45152	H-#22/CARSON FIRE DEPART	2,127	3,077	3,820	3,100	4,000	900
0100-04-103-0504-	45153	H-#23/DISPUTANTA FIRE DEP	2,835	5,332	7,068	5,400	6,500	1,100
0100-04-103-0504-	45154	H-#25/EMERGENCY CREW BLDG	2,811	6,229	10,160	6,000	6,000	-
0100-04-103-0504-	45155	H-#20/ANIMAL SHELTER	6,827	588	209	-	300	300

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-04-103-0504-	45157	H-#1/COURTS BUILDING	45,959	36,876	49,333	45,000	45,000	-
0100-04-103-0504-	45158	H-#28/CARSON SUB-STATION	1,149	1,382	1,886	1,400	1,500	100
0100-04-103-0504-	45159	H-#15 COUNTY GARAGE	6,397	5,391	11,500	6,000	10,000	4,000
0100-04-103-0504-	45160	H-B & G UTILITY BLDG	858	519	-	-	-	-
0100-04-103-0504-	45161	H-B PRINCE GEORGE FIRE DE	589	571	579	650	650	-
0100-04-103-0504-	45162	H-JEFF PARK FIRE DEPT	119	1,529	(91)	200	200	-
0100-04-103-0504-	45163	H-DISPUTANTA COMM BLDG	4,414	5,158	3,909	5,200	4,500	(700)
0100-04-103-0504-	45164	H-RECREATION GARAGE	1,098	1,611	75	1,500	750	(750)
0100-04-103-0504-		H- OLD MOORE	-	-	-	50,000	-	(50,000)
0100-04-103-0504-	45165	H- COUNTY ADMIN. BLDG	31,522	24,135	43,933	28,500	32,000	3,500
0100-04-103-0504-	45166	FUEL FOR TOWER GENERATORS	237	3,261	721	3,000	2,500	(500)
0100-04-103-0504-	45167	FUEL FOR ECC BUILDING	2,855	6,119	9,292	6,000	7,500	1,500
0100-04-103-0504-	45168	H-B'VILLE COMMUNITY CNTR	728	681	2,318	1,000	2,000	1,000
0100-04-103-0504-	45169	OLD MOORE SCHOOL	-	-	13,562	100	54,700	54,600
0100-04-103-0504-	45210	POSTAL SERVICE	12	44	40	100	100	-
0100-04-103-0504-	45230	TELEPHONE	7,013	4,422	7,686	6,000	8,000	2,000
0100-04-103-0504-	45304	OTHER PROPERTY INSURANCE	86,330	88,398	57,229	92,818	60,000	(32,818)
0100-04-103-0504-	45305	MOTOR VEHICLE INSURANCE	2,122	1,403	2,174	2,283	2,500	217
0100-04-103-0504-	45410	LEASE/RENT EQUIPMENT	600	213	150	1,500	1,500	-
0100-04-103-0504-	45510	MILEAGE	521	145	-	500	250	(250)
0100-04-103-0504-	45540	CONVENTION & EDUCATION	366	1,173	1,655	2,000	1,000	(1,000)
0100-04-103-0504-	45608	HURRICANE SANDY	-	24,450	-	-	-	-
0100-04-103-0504-	46001	OFFICE SUPPLIES	4,776	3,819	3,440	3,750	3,750	-
0100-04-103-0504-	46002	FOOD SUPPLIES	291	1,220	1,046	600	600	-
0100-04-103-0504-	46005	JANITORIAL SUPPLIES	6,460	8,029	9,991	12,000	11,000	(1,000)
0100-04-103-0504-	46007	REPAIR & MAINTENANCE SUPP	65,839	66,393	53,119	82,000	82,000	-
0100-04-103-0504-	46008	VEHICLE & EQUIP. FUEL	16,243	14,819	15,607	15,500	15,500	-
0100-04-103-0504-	46009	VEHICLE & EQUIP. SUPPLIES	4,437	24,241	4,244	3,000	3,500	500
0100-04-103-0504-	46011	UNIFORM/APPAREL	750	343	240	1,000	1,000	-
0100-04-103-0504-	48107	INFO TECH EQUIPMENT	738	-	881	-	-	-
			1,616,829	1,903,383	1,884,723	1,969,252	2,045,512	76,261

***Parks & Recreation***

The Parks and Recreation Department provides the following services:

- Provides youth sports leagues – ages 4 through 15
- Provides adult sports leagues
- Provides summer playground day camps
- Provides discount tickets to theme parks
- Maintains County athletic fields and parks
- Manages reservations for picnic pavilions
- Provides adult classes
- Provides special activities, such as Christmas and Easter events
- Provides special interest classes
- Provides senior citizen trips and activities

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-07-211-0505-0	41100	SALARIES & WAGES-REGULAR	347,331	328,605	362,384	363,140	307,073	(56,067)
0100-07-211-0505-	41200	SALARIES & WAGES-OVERTIME	761	196	2,538	2,000	2,000	-
0100-07-211-0505-	41300	PART-TIME SALARIES & WAGE	18,310	24,777	42,695	39,104	75,450	36,346
0100-07-211-0505-	41303	GAME OFFICIAL FEES	39,538	58,102	29,406	46,438	46,438	-
0100-07-211-0505-	42100	FICA	26,283	25,210	29,705	34,477	32,969	(1,509)
0100-07-211-0505-	42210	RETIREMENT	63,548	65,259	57,448	57,437	67,790	10,354
0100-07-211-0505-	42300	HOSPITAL/MEDICAL PLANS	31,740	30,645	38,374	41,760	46,715	4,955
0100-07-211-0505-	42400	GROUP LIFE INSURANCE	950	3,950	4,259	4,793	4,011	(782)
0100-07-211-0505-	42500	DISABILITY INSURANCE	-	-	56	-	200	200
0100-07-211-0505-	42700	WORKER'S COMPENSATION	6,951	5,257	6,000	8,000	8,522	522
0100-07-211-0505-	43101	PROFESSIONAL SERVICES	-	1,209	442	-	-	-
0100-07-211-0505-	43200	OFFICIALS/ INSTRUCTORS	18,132	21,642	11,865	18,920	18,920	-
0100-07-211-0505-	43132	EMPL/ VOL RECOGNITION	1,800	1,500	1,770	2,000	2,000	-
0100-07-211-0505-	43310	REPAIRS AND MAINTENANCE	2,640	1,249	2,078	2,000	2,000	-
0100-07-211-0505-	43320	MAINTENANCE SVS CONTRACTS	793	4,013	8,022	4,000	8,000	4,000
0100-07-211-0505-	43323	JANITORIAL SERVICES	6,340	6,898	6,732	6,500	9,200	2,700
0100-07-211-0505-	43325	MAINT/ATHLETIC FIELDS	5,715	6,476	4,422	7,475	7,475	-
0100-07-211-0505-	43600	ADVERTISING	2,355	4,746	5,867	5,000	5,000	-
0100-07-211-0505-	43701	LAUNDRY & DRY CLEANING	(54)	-	-	-	-	-
0100-07-211-0505-	44200	AUTOMOTIVE/MOTOR POOL	5,819	-	6,974	20,000	10,000	(10,000)
0100-07-211-0505-	45210	POSTAL SERVICE	322	290	357	400	600	200
0100-07-211-0505-	45230	TELEPHONE	4,395	6,092	4,014	4,400	5,150	750
0100-07-211-0505-	45305	MOTOR VEHICLE INSURANCE	1,262	829	1,543	2,516	2,516	-
0100-07-211-0505-	45410	LEASE/RENT EQUIPMENT	330	-	-	900	900	-
0100-07-211-0505-	45540	CONVENTION & EDUCATION	727	1,495	1,775	625	625	-
0100-07-211-0505-	45544	REC PROG SPEC ACTIVITIES	19,164	16,332	33,353	26,500	26,500	-
0100-07-211-0505-	45810	DUES AND MEMBERSHIPS	440	570	509	565	565	-
0100-07-211-0505-	46001	OFFICE SUPPLIES	6,097	11,320	5,602	3,530	3,530	-
0100-07-211-0505-	46002	FOOD SUPPLIES	830	2,642	2,738	1,375	1,375	-
0100-07-211-0505-	46003	AGRICULTURAL SUPPLIES	4,986	10,791	10,325	12,000	12,000	-
0100-07-211-0505-	46007	REPAIR & MAINTENANCE SUPP	-	1,845	-	-	-	-
0100-07-211-0505-	46008	VEHICLE & EQUIP. FUEL	14,889	13,689	15,561	11,000	16,000	5,000
0100-07-211-0505-	46009	VEHICLE & EQUIP. SUPPLIES	4,496	994	6,705	5,000	5,000	-
0100-07-211-0505-	46011	UNIFORM/APPAREL	1,837	1,845	3,024	2,000	2,000	-
0100-07-211-0505-	46012	BOOKS & SUBSCRIPTIONS	232	250	423	25	30	5
0100-07-211-0505-	46013	EDUCAT.& RECREAT.SUPPLIES	6,200	5,565	9,545	11,250	12,000	750
0100-07-211-0505-	46014	OTHER OPERATING SUPPLIES	365	-	70	-	-	-
0100-07-211-0505-	46018	TROPHIES, AWARDS	3,605	5,753	7,491	5,531	5,531	-
0100-07-211-0505-	46048	ATHLETIC SUPPLIES/EQUIPMENT	79,652	97,056	91,722	83,172	92,172	9,000
0100-07-211-0505-	46049	PARK & FACILITY SUPP/EQUIP	3,738	11,424	19,566	14,545	27,000	12,455
0100-07-211-0505-	48101	MACHINERY & EQUIPMENT	-	31,739	8,557	-	14,750	14,750
0100-07-211-0505-	48107	MOTOR VEHICLES	9,670	22,114	1,208	-	-	-
			742,190	832,368	845,123	848,378	882,007	33,629

County Engineering

The Prince George County Engineer assists in reviewing plans for storm water management compliance. Engineering is one of the responsibilities of the County's Utilities Director, and portions of the salaries of that position, as well as of the Engineering Technician, are charged in this organization.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-04-103-0506-	41100	SALARIES & WAGES-REGULAR	30,020	2,816	-	-	-	-
0100-04-103-0506-	41300	PART-TIME SALARIES & WAGES	-	6,493	-	-	-	-
0100-04-103-0506-	42100	FICA	2,254	703	-	-	-	-
0100-04-103-0506-	42210	RETIREMENT	2,075	-	-	-	-	-
0100-04-103-0506-	42300	HOSPITAL/MEDICAL PLANS	780	-	-	-	-	-
0100-04-103-0506-	42400	GROUP LIFE INSURANCE	31	-	-	-	-	-
0100-04-103-0506-	42700	WORKER'S COMPENSATION	-	-	50	-	-	-
0100-04-103-0506-	45230	TELEPHONE	438	691	617	-	-	-
0100-04-103-0506-	45540	CONVENTION & EDUCATION	21	811	300	-	-	-
0100-04-103-0506-	45810	DUES AND MEMBERSHIPS	928	896	-	-	-	-
0100-04-103-0506-	46001	OFFICE SUPPLIES	25	12	687	-	-	-
0100-04-103-0506-	46002	FOOD SUPPLIES	-	-	11	-	-	-
0100-04-103-0506-	46017	STREET SIGNS	6,616	2,390	7,386	7,000	7,000	-
			43,189	14,811	9,052	7,000	7,000	-

# PUBLIC SAFETY

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Public Safety</b>							
0601	Police Department	4,687,874	4,663,260	5,171,894	5,094,599	5,188,348	93,749
0602	Grants/Law Enforcement	160,012	27,872	306,159	-	-	-
0603	Emergency Communications Center	974,051	934,064	972,681	1,011,045	1,057,991	46,947
0604	Prince George Fire Department	40,553	46,056	53,922	51,175	52,270	1,095
0605	Disputanta Fire Department	36,355	41,706	54,336	32,425	33,865	1,440
0606	Carson Fire Department	33,858	73,597	117,658	43,500	51,200	7,700
0607	Burrowsville Fire Department	42,821	49,982	33,937	33,740	32,850	(890)
0608	Jefferson Park Fire Department	48,393	42,032	37,844	36,390	48,440	12,050
0609	Prince George Emergency Crew	46,791	17,027	14,701	22,800	13,200	(9,600)
0610	Fire and EMS	1,491,306	1,527,877	2,166,188	1,794,086	1,969,447	175,361
0611	Animal Control	358,712	388,671	395,477	436,410	450,907	14,497
0612	Emergency Management	12,918	6,331	76,887	25,000	25,231	231
0613	SAFER GRANT	-	-	55,490	359,074	376,822	17,748
<b>Total Public Safety</b>		<b>7,933,643</b>	<b>7,818,475</b>	<b>9,457,172</b>	<b>8,940,244</b>	<b>9,300,571</b>	<b>360,327</b>

***Police Department***

The Prince George County Police Department is proud of its accomplishments. The Department will continue to be a leading law enforcement agency, setting standards for professionalism, integrity and innovative service. The Department, in partnership with the community, will strive to protect and improve the quality of life in Prince George, providing leadership through open communication, fair and dignified service, and interactive problem solving. The Department takes pride in maintaining a high quality of life through a dynamic partnership with the community we serve.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-100-0601-	41100	SALARIES & WAGES-REGULAR	2,860,931	2,758,051	3,029,783	2,996,056	3,011,778	15,722
0100-03-100-0601-	41200	SALARIES & WAGES-OVERTIME	32,841	55,048	48,869	40,000	50,000	10,000
0100-03-100-0601-	41300	PART-TIME SALARIES & WAGE	45	22,284	29,601	-	25,000	25,000
0100-03-100-0601-	41101	SALARIES/WAGES COURTS	34,324	43,997	62,801	35,000	35,000	-
0100-03-100-0601-	41011	OVERTIME/ PD OUTSDIE EMPL	2,476	(3,466)	(18,540)	-	-	-
0100-03-100-0601-	41012	SECURITY OT/COUNTY RELATED	6,883	14,445	16,688	-	-	-
0100-03-100-0601-	41700	SELECTIVE ENFORCEMENT-OVT	89,233	131,477	115,413	135,000	135,000	-
0100-03-100-0601-	42100	FICA	224,316	222,696	242,736	245,263	249,144	3,880
0100-03-100-0601-	42210	RETIREMENT	509,435	546,811	481,311	504,313	512,291	7,979
0100-03-100-0601-	42300	HOSPITAL/MEDICAL PLANS	252,938	287,937	346,687	425,952	451,691	25,739
0100-03-100-0601-	42400	GROUP LIFE INSURANCE	7,796	33,160	35,627	40,076	35,840	(4,236)
0100-03-100-0601-	42700	WORKER'S COMPENSATION	72,466	31,420	42,339	86,000	65,000	(21,000)
0100-03-100-0601-	42701	LINE OF DUTY ACT	11,461	11,978	15,250	16,000	16,000	-
0100-03-100-0601-	43101	PROFESSIONAL SERVICES	12,508	14,691	18,040	10,000	10,000	-
0100-03-100-0601-	43310	REPAIRS AND MAINTENANCE	5,270	2,964	7,069	5,000	5,000	-
0100-03-100-0601-	43312	MAINTENANCE/ PUB SAF BOAT	1,463	4,652	3,970	1,000	3,400	2,400
0100-03-100-0601-	43320	MAINTENANCE SVS CONTRACTS	17,641	24,576	53,246	31,676	38,203	6,527
0100-03-100-0601-	43600	ADVERTISING	126	786	814	1,000	500	(500)
0100-03-100-0601-	43892	DRUG ENFORCEMENT PURCH	7,008	6,695	6,202	10,000	6,500	(3,500)
0100-03-100-0601-	43894	DRUG ENFORCEMENT	4,218	4,436	4,873	7,000	5,000	(2,000)
0100-03-100-0601-	44200	AUTOMOTIVE/MOTOR POOL	67,856	-	94,203	80,000	85,000	5,000
0100-03-100-0601-	45210	POSTAL SERVICE	494	501	521	500	500	-
0100-03-100-0601-	45220	MESSENGER SERVICES	161	-	-	200	200	-
0100-03-100-0601-	45230	TELEPHONE	41,436	45,636	55,506	45,840	54,500	8,660
0100-03-100-0601-	45231	PAGERS	2,159	1,745	1,374	2,000	1,500	(500)
0100-03-100-0601-	45305	MOTOR VEHICLE INSURANCE	18,402	14,968	22,709	25,000	23,000	(2,000)
0100-03-100-0601-	45410	LEASE/RENT EQUIPMENT	3,051	4,745	5,067	5,148	5,100	(48)
0100-03-100-0601-	45540	CONVENTION & EDUCATION	10,642	14,887	13,266	10,000	13,425	3,425
0100-03-100-0601-	45600	COUNTY CONTRIBUTIONS	964	-	-	-	-	-
0100-03-100-0601-	45810	DUES AND MEMBERSHIPS	1,392	684	1,410	1,900	2,000	100
0100-03-100-0601-	46001	OFFICE SUPPLIES	8,655	9,853	12,714	5,500	7,000	1,500
0100-03-100-0601-	46002	FOOD SUPPLIES	3,094	2,597	4,531	1,500	2,000	500
0100-03-100-0601-	46008	VEHICLE & EQUIP. FUEL	197,763	189,626	197,609	180,000	180,000	-
0100-03-100-0601-	46009	VEHICLE & EQUIP. SUPPLIES	74,264	28,791	98,063	65,000	65,000	-
0100-03-100-0601-	46010	POLICE SUPPLIES	14,087	21,233	17,894	10,000	28,310	18,310
0100-03-100-0601-	46011	UNIFORM/APPAREL	20,678	21,877	33,021	15,000	15,000	-
0100-03-100-0601-	46012	BOOKS & SUBSCRIPTIONS	544	581	267	225	225	-
0100-03-100-0601-	46013	EDUCAT. & RECREAT. SUPPLIES	3,464	2,263	7,770	5,000	6,000	1,000
0100-03-100-0601-	46014	OTHER OPERATING SUPPLIES	3,813	1,511	7,001	-	-	-
0100-03-100-0601-	46024	DATA PROCESSING SUPPLIES	2,183	2,029	730	2,000	1,000	(1,000)
0100-03-100-0601-	46031	FLOWERS/DONATIONS	150	200	200	200	200	-
0100-03-100-0601-	46041	K-9 SUPPLIES	-	-	-	-	1,000	1,000
0100-03-100-0601-	46108	FUEL-PUBLIC SAFETY BOAT	2,465	2,350	2,454	2,500	2,500	-
0100-03-100-0601-	46114	OTHER OP SUPP- BOAT	4,169	1,292	151	4,500	200	(4,300)
0100-03-100-0601-	47008	CRATER POLICE ACADEMY	25,973	25,973	26,289	28,651	30,083	1,432
0100-03-100-0601-	48101	MACHINERY & EQUIPMENT	5,495	1,948	2,123	2,000	2,000	-
0100-03-100-0601-	48104	SOFTWARE & SOFTWARE AGREE	200	-	18	-	7,258	7,258
0100-03-100-0601-	48105	MOTOR VEHICLES	12,218	50,877	3,341	-	-	-
0100-03-100-0601-	48107	INFO TECH EQUIPMENT	8,723	2,457	20,884	12,600	-	(12,600)
			4,687,874	4,663,260	5,171,894	5,094,599	5,188,348	93,749

*Emergency Communications Center*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-100-0603	41100	SALARIES & WAGES-REGULAR	472,358	486,501	528,660	550,948	574,044	23,096
0100-03-100-0603	41200	SALARIES & WAGES-OVERTIME	22,272	15,057	12,983	20,000	20,000	-
0100-03-100-0603	42100	FICA	36,700	36,509	38,584	43,678	45,444	1,767
0100-03-100-0603	42210	RETIREMENT	79,781	90,106	78,748	89,810	93,443	3,633
0100-03-100-0603	42300	HOSPITAL/MEDICAL PLANS	48,541	67,281	73,489	100,224	108,332	8,108
0100-03-100-0603	42400	GROUP LIFE INSURANCE	1,278	5,808	5,803	7,273	6,775	(498)
0100-03-100-0603	42500	DISABILITY INSURANCE	-	-	130	-	1,000	1,000
0100-03-100-0603	42700	WORKER'S COMPENSATION	792	370	926	950	553	(397)
0100-03-100-0603	43101	PROFESSIONAL SERVICES	1,035	5,270	5,189	1,000	3,000	2,000
0100-03-100-0603	43310	REPAIRS AND MAINTENANCE	208	-	-	1,500	-	(1,500)
0100-03-100-0603	43320	MAINTENANCE SVS CONTRACTS	150,659	151,938	191,373	154,806	154,806	-
0100-03-100-0603	43600	ADVERTISING	-	-	157	-	-	-
0100-03-100-0603	45230	TELEPHONE	29,938	33,748	19,756	28,524	38,024	9,500
0100-03-100-0603	45410	LEASE/RENT EQUIPMENT	6,238	6,425	5,680	6,262	6,500	238
0100-03-100-0603	45540	CONVENTION & EDUCATION	2,250	208	2,880	3,000	3,000	-
0100-03-100-0603	45810	DUES AND MEMBERSHIPS	184	276	324	370	370	-
0100-03-100-0603	46001	OFFICE SUPPLIES	1,972	4,635	3,288	1,000	1,000	-
0100-03-100-0603	46002	FOOD SUPPLIES	292	204	294	200	200	-
0100-03-100-0603	46024	DATA PROCESSING SUPPLIES	(14,250)	14,121	4,417	1,500	1,500	-
0100-03-100-0603	48102	REPLACE FURN & FIXTURES	-	160	-	-	-	-
0100-03-100-0603	48103	REPLACE COMM EQUIPMENT	103,833	5,557	-	-	-	-
0100-03-100-0603	48107	INFO TECH EQUIPMENT	29,968	9,892	-	-	-	-
			974,051	934,064	972,681	1,011,045	1,057,991	46,947

*Animal Services and Adoption Center*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-500-0611-00	41100	SALARIES & WAGES-REGULAR	197,266	173,137	204,484	228,587	231,995	3,408
0100-03-500-0611-	41200	SALARIES & WAGES-OVERTIME	5,318	9,911	5,821	6,000	6,000	-
0100-03-500-0611-	41300	PART-TIME SALARIES & WAGE	28,875	38,687	40,252	32,000	36,000	4,000
0100-03-500-0611-	42100	FICA	17,161	16,375	18,642	20,394	20,961	567
0100-03-500-0611-	42210	RETIREMENT	34,803	32,460	31,715	39,165	43,099	3,935
0100-03-500-0611-	42300	HOSPITAL/MEDICAL PLANS	22,590	22,505	27,060	41,760	44,418	2,658
0100-03-500-0611-	42400	GROUP LIFE INSURANCE	521	2,023	2,337	3,017	2,761	(257)
0100-03-500-0611-	42500	DISABILITY INSURANCE	-	-	73	-	300	300
0100-03-500-0611-	42700	WORKER'S COMPENSATION	2,380	1,915	2,579	2,600	3,068	468
0100-03-500-0611-	42825	HEALTH & ACCIDENT INSURAN	310	310	-	-	-	-
0100-03-500-0611-	43101	PROFESSIONAL SERVICES	12,724	20,756	16,301	10,000	10,000	-
0100-03-500-0611-	43160	ANIMAL DISPOSAL	1,471	1,420	718	1,500	1,500	-
0100-03-500-0611-	43320	MAINT SVC CONTRACT	-	-	955	1,855	1,855	-
0100-03-500-0611-	43310	REPAIRS AND MAINTENANCE	-	403	266	500	500	-
0100-03-500-0611-	43600	ADVERTISING	231	343	578	500	500	-
0100-03-500-0611-	44200	AUTOMOTIVE/MOTOR POOL	3,653	-	2,722	5,000	5,000	-
0100-03-500-0611-	45230	TELEPHONE	3,410	8,763	8,284	4,500	6,480	1,980
0100-03-500-0611-	45305	MOTOR VEHICLE INSURANCE	1,112	935	1,490	2,000	1,500	(500)
0100-03-500-0611-	45410	LEASE/RENT EQUIPMENT	-	-	-	750	1,470	720
0100-03-500-0611-	45510	MILEAGE	71	-	-	250	-	(250)
0100-03-500-0611-	45540	CONVENTION & EDUCATION	2,449	99	1,438	5,000	5,000	-
0100-03-500-0611-	45820	CLAIMS AND BOUNTIES	-	-	-	500	500	-
0100-03-500-0611-	46001	OFFICE SUPPLIES	506	3,146	991	1,500	1,500	-
0100-03-500-0611-	46002	FOOD SUPPLIES	923	1,095	4,812	4,000	3,000	(1,000)
0100-03-500-0611-	46005	JANITORIAL SUPPLIES	2,725	3,206	3,752	3,500	4,000	500
0100-03-500-0611-	46008	VEHICLE & EQUIP. FUEL	16,885	14,579	15,052	15,000	15,000	-
0100-03-500-0611-	46009	VEHICLE & EQUIP. SUPPLIES	1,068	204	1,887	5,000	2,500	(2,500)
0100-03-500-0611-	46010	POLICE SUPPLIES	554	963	587	532	1,000	468
0100-03-500-0611-	46011	UNIFORM/APPAREL	1,286	2,234	856	1,000	1,000	-
0100-03-500-0611-	46012	BOOKS & SUBSCRIPTIONS	-	40	-	-	-	-
0100-03-500-0611-	46014	OTHER OPERATING SUPPLIES	18	6,220	1,443	-	-	-
0100-03-500-0611-	48101	MACHINERY & EQUIPMENT	-	259	-	-	-	-
0100-03-500-0611-	48107	INFO TECH EQUIPMENT	-	1,743	383	-	-	-
0100-03-500-0611-	48105	MOTOR VEHICLES	-	24,941	-	-	-	-
			358,712	388,671	395,477	436,410	450,907	14,497

**Fire and EMS**

Prince George County has ten full-time and fifteen part-time career firefighter/medics who take pride in helping others. There are five volunteer fire companies with six stations, one volunteer emergency crew and an administrative office. The men and women who make up the organization work hand-in-hand with each other and several other agencies to make Prince George a safe place to live, learn, work and raise a family.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0610-0	41100	SALARIES & WAGES-REGULAR	440,010	396,612	528,132	631,883	611,213	(20,669)
0100-03-200-0610-	41200	SALARIES & WAGES-OVERTIME	34,400	14,056	49,317	40,000	50,000	10,000
0100-03-200-0610-	41300	PART-TIME SALARIES & WAGE	142,904	274,254	331,800	100,000	250,000	150,000
0100-03-200-0610-	42100	FICA	45,078	50,461	65,280	59,049	69,708	10,659
0100-03-200-0610-	42210	RETIREMENT	71,979	70,022	80,479	121,417	104,009	(17,408)
0100-03-200-0610-	42300	HOSPITAL/MEDICAL PLANS	35,460	37,685	60,417	91,872	120,925	29,053
0100-03-200-0610-	42400	GROUP LIFE INSURANCE	1,107	4,560	5,910	8,341	7,273	(1,067)
0100-03-200-0610-	42700	WORKER'S COMPENSATION	25,455	22,123	12,226	32,500	34,289	1,789
0100-03-200-0610-	42701	LINE OF DUTY ACT	13,214	10,445	13,299	15,000	16,000	1,000
0100-03-200-0610-	42825	HEALTH & ACCIDENT INSURAN	37,562	37,581	37,561	40,000	40,000	-
0100-03-200-0610-	43101	PROFESSIONAL SERVICES	74,529	70,947	61,491	75,000	65,000	(10,000)
0100-03-200-0610-	43110	PAYM.MEDICAL/DENTAL/HOSP	33,371	31,498	46,379	35,000	45,000	10,000
0100-03-200-0610-	43131	EQUIP COMMITTEE EVALUATIO	1,180	-	-	500	-	(500)
0100-03-200-0610-	43320	MAINTENANCE SVS CONTRACTS	30,938	31,861	46,893	49,500	55,000	5,500
0100-03-200-0610-	43500	PRINTING AND BINDING	-	-	-	500	-	(500)
0100-03-200-0610-	43600	ADVERTISING	401	-	529	-	600	600
0100-03-200-0610-	43861	FORESTLAND PROTECTION	9,510	9,510	9,243	10,000	9,500	(500)
0100-03-200-0610-	44200	AUTOMOTIVE/MOTOR POOL	44,547	-	50,494	50,000	55,000	5,000
0100-03-200-0610-	45198	WATER SERVICE	4,208	-	-	-	-	-
0100-03-200-0610-	45210	POSTAL SERVICE	814	2,090	1,461	2,500	2,000	(500)
0100-03-200-0610-	45230	TELEPHONE	21,600	27,845	26,570	28,000	34,680	6,680
0100-03-200-0610-	45305	MOTOR VEHICLE INSURANCE	37,352	32,535	44,882	45,000	46,000	1,000
0100-03-200-0610-	45310	EMERGENCY CREW LIABILITY	9,351	9,822	6,352	10,000	5,000	(5,000)
0100-03-200-0610-	45410	LEASE/RENT EQUIPMENT	1,816	3,381	3,486	3,000	3,500	500
0100-03-200-0610-	45540	CONVENTION & EDUCATION	1,633	2,730	2,396	2,724	3,000	276
0100-03-200-0610-	45541	TRAINING	38,270	36,729	19,854	20,000	20,000	-
0100-03-200-0610-	45542	FIRE EDUCATION PROGRAMS	2,614	2,894	3,852	4,000	4,000	-
0100-03-200-0610-	45642	"FOUR FOR LIFE"	7,377	22,270	12,583	-	-	-
0100-03-200-0610-	45810	DUES AND MEMBERSHIPS	669	609	1,259	1,500	1,300	(200)
0100-03-200-0610-	46001	OFFICE SUPPLIES	6,834	7,064	11,482	6,000	6,000	-
0100-03-200-0610-	46002	FOOD SUPPLIES	3,954	4,818	5,208	2,000	2,500	500
0100-03-200-0610-	46004	MEDICAL & LABORATORY SUPP	23,587	26,777	26,570	25,000	25,000	-
0100-03-200-0610-	46007	REPAIRS AND MAINTENANCE SUPPLIES	77,688	32,022	3,954	12,700	7,500	(5,200)
0100-03-200-0610-	46008	VEHICLE & EQUIP. FUEL	88,744	79,716	83,795	80,000	80,000	-
0100-03-200-0610-	46009	VEHICLE & EQUIP. SUPPLIES	-	-	83,590	70,000	72,500	2,500
0100-03-200-0610-	46011	UNIFORM/APPAREL	13,859	38,074	101,748	95,000	90,050	(4,950)
0100-03-200-0610-	46012	BOOKS & SUBSCRIPTIONS	125	255	-	500	-	(500)
0100-03-200-0610-	46013	EDUCAT. & RECREAT.SUPPLIES	19,643	20,938	12,295	10,000	10,000	-
0100-03-200-0610-	46014	OTHER OPERATING SUPPLIES	-	-	10,094	-	3,600	3,600
0100-03-200-0610-	46024	DATA PROCESSING SUPPLIES	-	-	11,341	-	-	-
0100-03-200-0610-	46036	COMMUNICATION EQUIPMENT	17,253	6,089	13,129	9,500	15,700	6,200
0100-03-200-0610-	46065	CTR TEAM EXPENSES	1,194	1,584	1,472	1,600	1,600	-
0100-03-200-0610-	46101	HAZ MAT RESPONSE TEAM	868	888	(2,593)	2,000	2,000	-
0100-03-200-0610-	48102	FURNITURE & FIXTURES	1,793	-	-	-	-	-
0100-03-200-0610-	48107	INFO TECH EQUIPMENT	10,101	4,552	1,020	-	-	-
0100-03-200-0610-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	58,310	102,580	469	2,500	-	(2,500)
0100-03-200-0610-	48247	RSAF GRANT	-	-	217,415	-	-	-
0100-03-200-0610-	48248	FIRE PROGRAM FUNDS	-	-	63,055	-	-	-
			1,491,306	1,527,877	2,166,188	1,794,086	1,969,447	175,361



*Prince George Fire Department*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0604-	45410	LEASE/RENT EQUIPMENT	281	902	900	1,550	1,020	(530)
0100-03-200-0604-	45541	TRAINING	1,427	3,357	606	7,000	7,000	-
0100-03-200-0604-	46001	OFFICE SUPPLIES	268	-	483	500	1,000	500
0100-03-200-0604-	46002	FOOD SUPPLIES	332	121	828	500	750	250
0100-03-200-0604-	46011	UNIFORM/APPAREL	9,617	7,532	18,502	19,350	20,000	650
0100-03-200-0604-	46014	OTHER OPERATING SUPPLIES	2,387	1,557	4,085	5,500	5,500	-
0100-03-200-0604-	48102	FURNITURE & FIXTURES	387	3,911	-	1,775	2,000	225
0100-03-200-0604-	48121	FIRE & RESCUE EQUIPMENT >\$1	6,922	3,600	7,596	5,000	5,000	-
0100-03-200-0604-	48221	FIRE & RESCUE EQUIPMENT <\$1	2,271	7,552	5,637	10,000	10,000	-
0100-03-200-0604-	48248	FIRE PROGRAM FUNDS	16,661	17,524	15,283	-	-	-
			40,553	46,056	53,922	51,175	52,270	1,095

*Disputanta Fire Department*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0605-	45230	TELEPHONE	-	34	-	-	-	-
0100-03-200-0605-	45541	TRAINING	3,086	500	5,668	7,000	7,000	-
0100-03-200-0605-	46001	OFFICE SUPPLIES	-	-	-	500	800	300
0100-03-200-0605-	46002	FOOD SUPPLIES	-	-	1,067	500	500	-
0100-03-200-0605-	46011	UNIFORM/APPAREL	14,953	13,864	7,808	13,500	13,500	-
0100-03-200-0605-	46014	OTHER OPERATING SUPPLIES	1,296	2,643	1,994	700	4,140	3,440
0100-03-200-0605-	48102	FURNITURE & FIXTURES	505	2,769	6,000	3,000	700	(2,300)
0100-03-200-0605-	48121	FIRE & RESCUE EQUIPMENT >\$1	1,927	2,383	16,898	1,500	1,500	-
0100-03-200-0605-	48221	FIRE & RESCUE EQUIPMENT <\$1	5,039	3,823	-	5,725	5,725	-
0100-03-200-0605-	48248	FIRE PROGRAM FUNDS	9,550	15,690	14,902	-	-	-
			36,355	41,706	54,336	32,425	33,865	1,440

*Carson Fire Department*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0606-	45410	LEASE/RENT EQUIPMENT	-	840	20,516	-	700	700
0100-03-200-0606-	45541	TRAINING	2,876	5,945	7,507	7,000	7,000	-
0100-03-200-0606-	46001	OFFICE SUPPLIES	-	-	191	500	500	-
0100-03-200-0606-	46002	FOOD SUPPLIES	-	-	3,087	500	500	-
0100-03-200-0606-	46011	UNIFORM/APPAREL	4,033	5,391	13,844	18,500	18,500	-
0100-03-200-0606-	46013	EDUCATION & REC SUPPLIES	-	-	300	-	-	-
0100-03-200-0606-	46014	OTHER OPERATING SUPPLIES	780	2,417	2,174	2,000	2,000	-
0100-03-200-0606-	46035	NON-CAPITAL FIRE & RESCUE EQUIPM	-	12,849	11,510	-	-	-
0100-03-200-0606-	48102	FURNITURE & FIXTURES	-	3,747	7,859	-	7,000	7,000
0100-03-200-0606-	48121	FIRE & RESCUE EQUIPMENT >\$1,000	11,000	26,734	663	5,000	5,000	-
0100-03-200-0606-	48221	FIRE & RESCUE EQUIPMENT <\$1,000	7,481	13,309	23,727	10,000	10,000	-
0100-03-200-0606-	48248	FIRE PROGRAM FUNDS	7,688	2,365	26,281	-	-	-
			33,858	73,597	117,658	43,500	51,200	7,700

*Burrowsville Fire Department*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0607-	45541	TRAINING	2,465	4,919	5,496	7,000	7,000	-
0100-03-200-0607-	45230	TELEPHONE	-	-	(123)	-	-	-
0100-03-200-0607-	46001	OFFICE SUPPLIES	1,174	-	329	-	1,500	1,500
0100-03-200-0607-	46002	FOOD SUPPLIES	-	577	1,038	500	750	250
0100-03-200-0607-	46008	VEHICLE & EQUIP SUPPLIES	500	-	-	-	-	-
0100-03-200-0607-	46011	UNIFORM/APPAREL	6,541	915	6,255	9,140	7,000	(2,140)
0100-03-200-0607-	46014	OTHER OPERATING SUPPLIES	1,366	1,997	4,082	2,200	-	(2,200)
0100-03-200-0607-	46035	NON-CAPITAL FIRE & RESCUE E	5,378	-	-	-	4,700	4,700
0100-03-200-0607-	48102	FURNITURE & FIXTURES	1,292	10,294	-	4,000	2,200	(1,800)
0100-03-200-0607-	48105	REPLACE MOTOR VEHICLES	10,000	-	-	-	-	-
0100-03-200-0607-	46035	REPLACE FIRE & RESCUE EQUIP	2,035	11,915	2,637	5,500	4,000	(1,500)
0100-03-200-0607-	48121	FIRE & RESCUE EQUIPMENT >\$1	-	1,129	11,107	5,400	5,700	300
0100-03-200-0607-	48221	FIRE & RESCUE EQUIPMENT <\$1	-	1,165	3,115	-	-	-
0100-03-200-0607-	48248	FIRE PROGRAM FUNDS	12,070	17,071	-	-	-	-
			42,821	49,982	33,937	33,740	32,850	(890)

*Jefferson Park Fire Department*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0608-	45410	LEASE/RENT EQUIPMENT	2,100	540	510	-	500	500
0100-03-200-0608-	45541	TRAINING	30	3,410	7,401	7,000	7,000	-
0100-03-200-0608-	46001	OFFICE SUPPLIES	121	-	891	200	1,000	800
0100-03-200-0608-	46002	FOOD SUPPLIES	-	-	559	500	500	-
0100-03-200-0608-	46011	UNIFORM/APPAREL	5,181	4,431	11,250	12,250	22,000	9,750
0100-03-200-0608-	46014	OTHER OPERATING SUPPLIES	2,950	4,705	4,117	1,200	2,200	1,000
0100-03-200-0608-	48102	FURNITURE & FIXTURES	-	1,425	1,351	2,400	2,400	-
0100-03-200-0608-	48121	FIRE & RESCUE EQUIPMENT >\$1	13,302	10,566	4,709	2,840	2,840	-
0100-03-200-0608-	48221	FIRE & RESCUE EQUIPMENT <\$1	6,887	-	1,600	10,000	10,000	-
0100-03-200-0608-	48248	FIRE PROGRAM FUNDS	17,822	16,956	5,457	-	-	-
			48,393	42,032	37,844	36,390	48,440	12,050

*Prince George Emergency Crew*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-200-0609-	45230	TELEPHONE	-	-	149	-	200	200
0100-03-200-0609-	45541	TRAINING	3,243	5,985	6,537	7,000	7,000	-
0100-03-200-0609-	46001	OFFICE SUPPLIES	368	1,406	1,441	500	1,500	1,000
0100-03-200-0609-	46002	FOOD SUPPLIES	-	-	-	500	500	-
0100-03-200-0609-	46011	UNIFORM & APPAREL	3,811	3,572	653	2,500	2,500	-
0100-03-200-0609-	46014	OTHER OPERATING SUPPLIES	2,882	2,670	1,157	1,850	1,500	(350)
0100-03-200-0609-	48102	FURNITURE & FIXTURES	1,000	1,485	-	-	-	-
0100-03-200-0609-	48105	MOTOR VEHICLES	4,077	-	-	-	-	-
0100-03-200-0609-	48121	FIRE & RESCUE EQUIPMENT >\$1,00	(700)	-	1,610	450	-	(450)
0100-03-200-0609-	48221	FIRE & RESCUE EQUIPMENT <\$1,00	-	-	-	10,000	-	(10,000)
0100-03-200-0609-	48105	NEW MOTOR VEHICLES	32,110	1,353	2,999	-	-	-
0100-03-200-0609-	43610	RECRUITMENT AND RETENTION	-	555	154	-	-	-
			46,791	17,027	14,701	22,800	13,200	(9,600)

Emergency Management

The Fire, EMS and Emergency Management Department strives to be the foremost in public safety and to provide quality services through the dedication of our people. Department values include honor, respect, accountability, integrity, trust, compassion and quality customer service.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-500-0612-	41100	PART-TIME SALARIES & WAGES	-	-	48,978	19,800	19,800	-
0100-03-500-0612-	42100	FICA	-	-	3,751	1,515	1,515	-
0100-03-500-0612-	42300	HOSPITAL/MEDICAL PLANS	-	-	-	3,300	3,300	-
0100-03-500-0612-	42400	GROUP LIFE INSURANCE	-	-	-	132	132	-
0100-03-500-0612-	42700	WORKER'S COMPENSATION	-	-	253	253	253	-
0100-03-500-0612-	43101	PROFESSIONAL SERVICES	6,056	-	(178)	-	231	231
0100-03-500-0612-	45541	TRAINING	5,278	-	364	-	-	-
0100-03-500-0612-	46001	OFFICE SUPPLIES	703	1,000	745	-	-	-
0100-03-500-0612-	46002	FOOD SUPPLIES	144	722	420	-	-	-
0100-03-500-0612-	46011	UNIFORM/APPAREL	-	-	130	-	-	-
0100-03-500-0612-	45230	TELEPHONE	-	1,741	2,408	-	-	-
0100-03-500-0612-	48102	FURNITURE & FIXTURES	-	2,166	4,798	-	-	-
0100-03-500-0612-	45410	LEASE/RENT OF EQUIPMENT	-	-	193	-	-	-
0100-03-500-0612-	46036	COMMUNICATION EQUIPMENT	-	700	15,026	-	-	-
0100-03-500-0612-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
			12,918	6,331	76,887	25,000	25,231	231

## SOCIAL SERVICES

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Social Services</b>							
0701	Welfare Administration	1,502,441	1,551,006	1,703,416	1,714,191	1,836,682	122,491
0702	Public Assistance (incl. SLH)	334,231	251,416	331,003	344,641	489,325	144,684
0703	CSA/At Risk Youth	67,081	6,299	1,921	7,855	12,500	4,645
0704	CSA State	1,126,385	1,169,173	1,258,118	950,000	1,020,000	70,000
0706	Tax Relief for the Elderly	433,465	223,793	180,648	450,000	250,000	(200,000)
<b>Total Social Services</b>		<b>3,463,603</b>	<b>3,201,688</b>	<b>3,475,139</b>	<b>3,466,687</b>	<b>3,608,507</b>	<b>141,820</b>

The Social Services Department provides the following services:

Provides Intake Services to identify specific needs for individuals

Provides Adult Services, available to impaired adults age 18 and older, as well as for victims of spousal abuse

Provides Prevention and Support Services available for families with children under age 18

Adult Protective Services are provided to adults who are in danger of abuse, neglect or exploitation

Child Protective Services provided on behalf of children to protect them from abuse or neglect

Provides Foster Care and Adoption Services

Provides Employment Services for program participants ("VIEW")

Provides short-term Emergency Assistance

Medicaid Health Check-up Program

Refugee Programs

Provides Family Service and Family Planning Programs

Administrator of the local Supplemental Nutrition Assistance Program (SNAP)

Provides Temporary Assistance for Needy Families (TANF)

Energy Assistance Program

Provides Child Support Enforcement Referral

Provides tax relief for the elderly and disabled

*Welfare Administration*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-113-0701-	41100	SALARIES & WAGES-REGULAR	1,028,606	982,538	1,145,950	1,160,899	1,214,354	53,455
0100-05-113-0701-	41200	SALARIES & WAGES-OVERTIME	4,695	322	409	-	-	-
0100-05-113-0701-	41300	PART-TIME SALARIES & WAGE	37,677	35,236	36,563	29,750	40,000	10,250
0100-05-113-0701-	41301	COMP. COMMISSION MEMBERS	1,000	1,250	1,400	1,500	1,500	-
0100-05-113-0701-	42100	FICA	78,861	74,326	86,604	91,199	96,073	4,873
0100-05-113-0701-	42210	RETIREMENT	181,789	192,881	179,190	187,289	197,546	10,257
0100-05-113-0701-	42300	HOSPITAL/MEDICAL PLANS	74,670	90,582	114,125	141,984	160,736	18,752
0100-05-113-0701-	42400	GROUP LIFE INSURANCE	2,719	11,787	13,203	15,324	14,451	(873)
0100-05-113-0701-	42700	WORKER'S COMPENSATION	5,297	4,196	5,595	5,600	3,776	(1,824)
0100-05-113-0701-	43101	PROFESSIONAL SERVICES	21,309	38,951	47,930	25,000	25,000	-
0100-05-113-0701-	43310	REPAIRS AND MAINTENANCE	434	14	-	-	-	-
0100-05-113-0701-	43320	MAINTENANCE SVS CONTRACTS	913	1,424	1,268	1,000	1,200	200
0100-05-113-0701-	43500	PRINTING & BINDING	120	1,359	175	500	500	-
0100-05-113-0701-	43600	ADVERTISING	97	463	-	300	300	-
0100-05-113-0701-	44200	AUTOMOTIVE/MOTOR POOL	2,156	17,025	3,280	3,200	3,200	-
0100-05-113-0701-	45210	POSTAL SERVICE	5,628	6,285	7,263	7,000	7,250	250
0100-05-113-0701-	45230	TELEPHONE	7,565	19,430	9,246	9,500	9,500	-
0100-05-113-0701-	45305	MOTOR VEHICLE INSURANCE	880	603	1,315	1,500	1,700	200
0100-05-113-0701-	45307	PUBLIC OFFICIAL LIAB.INS	3,822	1,911	-	1,911	1,911	-
0100-05-113-0701-	45410	LEASE/RENT EQUIPMENT	2,510	684	4,068	5,100	7,800	2,700
0100-05-113-0701-	45510	MILEAGE	-	21	-	-	-	-
0100-05-113-0701-	45530	SUBSISTENCE & LODGING	451	-	-	-	-	-
0100-05-113-0701-	45540	CONVENTION & EDUCATION	618	1,423	1,157	750	1,500	750
0100-05-113-0701-	45600	COUNTY CONTRIBUTIONS	2,500	2,500	2,500	2,500	4,500	2,000
0100-05-113-0701-	45810	DUES AND MEMBERSHIPS	740	685	645	685	685	-
0100-05-113-0701-	46001	OFFICE SUPPLIES	13,537	19,623	15,405	16,500	18,000	1,500
0100-05-113-0701-	46002	FOOD SUPPLIES	844	927	1,301	500	500	-
0100-05-113-0701-	46008	VEHICLE & EQUIP. FUEL	4,729	4,393	4,584	4,200	4,200	-
0100-05-113-0701-	46009	VEHICLE & EQUIP. SUPPLIES	-	-	115	-	-	-
0100-05-113-0701-	46024	DATA PROCESSING SUPPLIES	50	-	687	-	-	-
0100-05-113-0701-	48102	FURNITURE & FIXTURES	17,437	40,167	1,717	500	500	-
0100-05-113-0701-	48105	MOTOR VEHICLES	-	-	17,721	-	20,000	20,000
0100-05-113-0701-	48107	INFO TECH EQUIPMENT	738	-	-	-	-	-
0100-05-113-0701-	48207	INFO TECH EQUIPMENT	50	-	-	-	-	-
			1,502,441	1,551,006	1,703,416	1,714,191	1,836,682	122,491

*Public Assistance*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-113-0702-	42100	FICA	1,020	1,161	1,154	1,000	1,350	350
0100-05-113-0702-	43142	REUNIFICATION (PSSF) 866	11,501	10,112	8,529	11,676	11,676	-
0100-05-113-0702-	45704	AUXILIARY GRANTS- 804	43,338	42,863	46,253	55,000	50,719	(4,281)
0100-05-113-0702-	45705	AID TO DEPENDENT CHILDREN 848	-	-	-	1,000	1,000	-
0100-05-113-0702-	45706	ADC/FOSTER CARE 811	76,513	48,898	69,256	80,000	122,934	42,934
0100-05-113-0702-	45707	EMERGENCY ASSISTANCE 810	-	-	-	500	500	-
0100-05-113-0702-	45712	WORK/TRANS DC	2,994	-	-	-	-	-
0100-05-113-0702-	45713	ADULT SERVICES 833	13,328	15,176	15,085	19,400	17,030	(2,370)
0100-05-113-0702-	45714	VIEW PURCHASED SERV. 872	12,313	-	4,397	35,146	27,648	(7,498)
0100-05-113-0702-	45716	PURCHASED SERVICE-JOBS	9,554	17,474	3,480	-	-	-
0100-05-113-0702-	45718	SUBSIDIZED ADOPTIONS 812	56,088	74,162	121,635	108,000	121,599	13,599
0100-05-113-0702-	45719	RESPITE CARE - 864	-	-	355	-	-	-
0100-05-113-0702-	45720	INDEPENDENT LIVING 861	-	-	-	2,000	1,500	(500)
0100-05-113-0702-	45721	INDEPENDENT LIVING- POS 862	579	1,683	555	2,500	1,500	(1,000)
0100-05-113-0702-	45722	CHILD CARE/DEV.BK GRANT 883	35,517	-	-	-	-	-
0100-05-113-0702-	45723	FAMILY PRESERVATION SSBG 829	2,011	3,370	653	3,219	2,432	(787)
0100-05-113-0702-	45740	CDC QUALITY INIT GRANT 890	2,606	1,575	7,425	-	7,425	7,425
0100-05-113-0702-	45725	ADULT PROTECTIVE SERVICES 895	5,925	1,019	1,154	6,200	6,267	67
0100-05-113-0702-	45726	CRISIS STABILIZATION	-	12,048	12,178	-	-	-
0100-05-113-0702-	45728	SPECIAL NEEDS ADOPTION 817	9,372	21,173	23,020	18,000	115,745	97,745
0100-05-113-0702-	45733	IV-E NP CHILD PLACING AGN	33,201	700	175	-	-	-
0100-05-113-0702-	45734	IV-E CHILD RESIDENTIAL	3,240	-	15,700	-	-	-
0100-05-113-0702-	45752	TANF MANUAL CHECK 808	-	-	-	1,000	-	(1,000)
0100-05-113-0702-	45753	TANF NON-VIEW WORK CC	15,132	-	-	-	-	-
			334,231	251,416	331,003	344,641	489,325	144,684

*Comprehensive Services Act*

## Administration:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-0703-	41100	SALARIES & WAGES-REGULAR	53,277	4,779	-	-	4,645	4,645
0100-05-0703-	42100	FICA	4,007	366	-	-	-	-
0100-05-0703-	42210	RETIREMENT	8,606	-	-	-	-	-
0100-05-0703-	42300	HOSPITAL/MEDICAL PLANS	129	-	-	-	-	-
0100-05-0703-	42400	GROUP LIFE INSURANCE	86	5	-	-	-	-
0100-05-0703-	42700	WORKER'S COMPENSATION	210	675	-	3,355	-	(3,355)
0100-05-0703-	43101	PROFESSIONAL SERVICES	96	-	300	-	1,605	1,605
0100-05-0703-	45210	POSTAL SERVICE	-	-	147	-	250	250
0100-05-0703-	45540	CONVENTION & EDUCATION	40	458	1,102	3,000	3,000	-
0100-05-0703-	46024	DATA PROCESSING SUPPLIES	-	17	-	-	1,500	1,500
0100-05-0703-	46001	OFFICE SUPPLIES	631	-	372	1,500	1,500	-
			67,081	6,299	1,921	7,855	12,500	4,645

## State Programs:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-113-0704	45742	THERAPEUTIC FOSTER CARE	296,869	197,873	138,705	200,000	150,000	(50,000)
0100-05-113-0704	45743	TFC PAR AGRMT NCFC	1,863	-	-	6,000	-	(6,000)
0100-05-113-0704	45744	SPEC FC IV-E (NTCVR)	59,400	-	-	30,000	-	(30,000)
0100-05-113-0704	45745	SPECIALIZED FOSTER CARE	80,213	262	2,610	1,000	-	(1,000)
0100-05-113-0704	45746	FC IV-E COMM BASED	-	6,019	2,615	10,000	-	(10,000)
0100-05-113-0704	45747	FSTR CARE MAINT ONLY	360	10,579	23,536	5,000	10,000	5,000
0100-05-113-0704	45748	FC MAINT & OTHER	-	41,917	44,157	10,000	20,000	10,000
0100-05-113-0704	45749	PREV COM BASED SVC	-	1,521	1,191	10,000	10,000	-
0100-05-113-0704	45754	SPD PRIV DAY FACILITY	-	858,137	987,680	-	800,000	800,000
0100-05-113-0704	45755	SPD WRAP AROUND	-	-	4,320	-	-	-
0100-05-113-0704	45781	FC IV-E CONG CARE	-	-	768	-	-	-
0100-05-113-0704	45782	FC CONG RES NON IV-E	687,681	-	49,056	668,000	30,000	(638,000)
0100-05-113-0704	45785	SPED CONG CARE ED SRVC	-	52,899	3,480	10,000	-	(10,000)
			1,126,385	1,169,206	1,258,118	950,000	1,020,000	70,000

*Tax Relief for the Elderly*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-113-0706-	45732	TAX RELIEF ELDERLY/DISAB	433,465	223,793	180,648	450,000	250,000	(200,000)
			433,465	223,793	180,648	450,000	250,000	(200,000)

## NON-DEPARTMENTAL

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Other</b>							
0901	Registrar	212,128	230,946	212,522	259,751	262,476	2,724
0902	Circuit Court	116,450	135,196	121,276	141,898	145,305	3,406
0903	General District Court	28,993	33,150	46,719	34,630	35,280	650
0904	Magistrate	75	-	65	475	475	-
0905	Law Library	12,150	6,185	8,475	-	-	-
0906	Victim Witness	53,438	55,642	33,693	62,602	64,103	1,501
0907	Board and Care of Prisoners	2,209,642	2,204,592	2,434,692	2,218,206	2,176,675	(41,531)
0908	Court Services	21,129	15,762	16,893	850	850	-
0909	Juvenile Services VJCCCA	71,658	70,677	73,537	75,815	76,679	864
0910	Local Health Department	222,377	222,377	222,377	222,377	222,377	-
0911	Dist.19 MHMR Services Board	88,561	96,018	96,018	99,305	99,305	-
0912	Contributions to Colleges	-	-	-	2,000	-	(2,000)
0913	Regional Library	543,713	543,713	543,713	543,713	568,432	24,719
0914	Soil & Water Conservation	14,250	14,250	14,250	14,250	14,250	-
0915	Resource Cons. & Develop. Council	2,850	2,850	2,850	2,850	3,000	150
0916	Cooperative Extension Office	55,341	48,468	51,713	73,419	78,226	4,807
0917	Other Functions	412,316	1,870,198	91,782	108,730	125,450	16,720
0918	Farmer's Market	-	369	467	500	500	-
	<b>Total Other</b>	4,065,071	5,550,393	3,971,042	3,861,372	3,873,382	12,011

Registrar

The Registrar's Office's primary duties are to maintain the voter registration records of the County. This includes processing new voter registration applications, address changes, deaths and felony convictions. The Office also provides voter information, election statistics and precinct locations and changes to the public. During local elections the office processes candidates and maintains candidate files. The Office also works at the discretion of the Electoral Board and is instrumental in planning and conducting elections.

The three-member Electoral board is responsible for planning and conducting elections in the County. They are appointed by the Circuit Judges and two members are required to represent the political party of the Governor currently serving. The Electoral Board appoints the General Registrar and Officers of Election and handles legal matters concerning elections or precincts. The Office also oversees the operation of the Registrar's Office and delegates duties to the Registrar when necessary.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-01-003-0901-	41100	SALARIES & WAGES-REGULAR	101,753	101,122	108,506	108,197	110,541	2,345
0100-01-003-0901-	41200	SALARIES & WAGES-OVERTIME	2,029	5,735	2,756	3,000	3,000	-
0100-01-003-0901-	41300	PART-TIME SALARIES & WAGE	11,168	15,784	13,687	20,000	20,000	-
0100-01-003-0901-	41301	COMP. COMMISSION MEMBERS	7,851	167	-	8,018	8,000	(18)
0100-01-003-0901-	41041	COMP/OFFICERS OF ELECTION	20,165	29,978	20,402	29,000	31,000	2,000
0100-01-003-0901-	42100	FICA	8,391	9,020	9,512	12,868	13,199	331
0100-01-003-0901-	42210	RETIREMENT	18,650	20,376	17,344	21,581	21,006	(575)
0100-01-003-0901-	42300	HOSPITAL/MEDICAL PLANS	9,540	11,670	13,530	16,704	17,424	720
0100-01-003-0901-	42400	GROUP LIFE INSURANCE	279	1,225	1,278	1,428	1,315	(113)
0100-01-003-0901-	42700	WORKER'S COMPENSATION	182	91	91	100	135	35
0100-01-003-0901-	43101	PROFESSIONAL SERVICES	4,925	2,600	860	4,200	1,000	(3,200)
0100-01-003-0901-	43310	REPAIRS AND MAINTENANCE	3,054	3,641	3,468	600	4,000	3,400
0100-01-003-0901-	43320	MAINTENANCE SVS CONTRACTS	42	3,167	1,269	4,000	5,000	1,000
0100-01-003-0901-	43600	ADVERTISING	630	147	224	750	750	-
0100-01-003-0901-	45210	POSTAL SERVICE	2,111	3,374	3,419	3,000	3,500	500
0100-01-003-0901-	45230	TELEPHONE	2,250	2,895	2,214	2,900	2,500	(400)
0100-01-003-0901-	45410	LEASE/RENT EQUIPMENT	-	940	699	2,100	2,000	(100)
0100-01-003-0901-	45420	LEASE/RENT OF BUILDING	300	400	200	300	300	-
0100-01-003-0901-	45510	MILEAGE	2,318	1,928	1,392	1,500	1,500	-
0100-01-003-0901-	45540	CONVENTION & EDUCATION	340	670	1,234	1,000	1,500	500
0100-01-003-0901-	45810	DUES AND MEMBERSHIPS	295	295	125	305	305	-
0100-01-003-0901-	46001	OFFICE SUPPLIES	2,202	7,436	2,676	2,200	3,000	800
0100-01-003-0901-	46002	FOOD SUPPLIES	-	-	32	-	-	-
0100-01-003-0901-	46014	OTHER OPERATING SUPPLIES	875	774	2,365	600	750	150
0100-01-003-0901-	46021	BALLOTS	12,179	7,094	5,240	15,000	10,000	(5,000)
0100-01-003-0901-	46024	DATA PROCESSING SUPPLIES	600	417	-	400	750	350
			212,128	230,946	212,522	259,751	262,476	2,724



*Circuit Court*

The Circuit Court is the trial court with the broadest powers in Virginia. The Circuit Court handles all civil cases with claims of more than \$15,000. It shares authority with the General District Court to hear matters involving between \$4,500 and \$15,000. The Circuit Court has the authority to hear serious criminal cases called felonies.

The Circuit Court also handles family matters, including divorce. In addition, the Circuit Court hears cases appealed from the General District Court and from the Juvenile and Domestic Relations District Court.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0902-	41100	SALARIES & WAGES-REGULAR	60,481	70,635	64,271	64,753	66,038	1,285
0100-02-010-0902-	41111	COMP. COMMISSION MEMBERS	300	(30)	-	-	-	-
0100-02-010-0902-	41302	COMP. JURORS AND WITNESSES	5,730	8,760	9,360	10,000	10,000	-
0100-02-010-0902-	42100	FICA	4,488	5,234	4,777	5,719	5,817	98
0100-02-010-0902-	42210	RETIREMENT	11,162	14,233	10,380	10,186	11,961	1,775
0100-02-010-0902-	42300	HOSPITAL/MEDICAL PLANS	4,770	6,630	6,765	8,352	8,712	360
0100-02-010-0902-	42400	GROUP LIFE INSURANCE	167	854	765	855	786	(69)
0100-02-010-0902-	42700	WORKER'S COMPENSATION	97	45	110	110	66	(44)
0100-02-010-0902-	43320	MAINTENANCE SVS CONTRACTS	515	520	520	725	725	-
0100-02-010-0902-	45210	POSTAGE	600	104	1,600	2,000	2,000	-
0100-02-010-0902-	45230	TELEPHONE	1,046	192	298	1,700	1,700	-
0100-02-010-0902-	45600	COUNTY CONTRIBUTIONS	18,639	23,725	17,431	26,250	26,250	-
0100-02-010-0902-	46001	OFFICE SUPPLIES	108	(87)	-	250	250	-
0100-02-010-0902-	46030	OFFICE EXPENSE-JUDGES	4,380	4,380	5,000	5,000	5,000	-
0100-02-010-0902-	48102	FURNITURE & FIXTURES	3,968	-	-	6,000	6,000	-
			116,450	135,196	121,276	141,898	145,305	3,406

General District Court

The General District Court handles most traffic violations. The General District Court also hears minor civil and criminal cases known as misdemeanors and conducts preliminary hearings for more serious criminal cases called felonies.

The General District Court has exclusive authority to hear civil cases with claims of \$4,500 or less and shares authority with the Circuit Courts to hear cases with claims between \$4,500 and \$15,000. Examples of civil cases are landlord and tenant disputes, contract disputes and personal injury actions.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0903-	43101	PROFESSIONAL SERVICES	120	-	-	500	500	-
0100-02-010-0903-	43150	LEGAL SERVICES	15,309	19,932	33,133	15,000	17,000	2,000
0100-02-010-0903-	45210	POSTAL SERVICE	60	64	68	70	70	-
0100-02-010-0903-	45230	TELEPHONE	3,472	2,113	1,675	4,250	2,500	(1,750)
0100-02-010-0903-	45410	LEASE/RENT EQUIPMENT	9,777	10,513	8,828	9,800	10,000	200
0100-02-010-0903-	45540	CONVENTION & EDUCATION	-	-	1,510	3,000	3,000	-
0100-02-010-0903-	45810	DUES AND MEMBERSHIPS	140	160	-	160	160	-
0100-02-010-0903-	46001	OFFICE SUPPLIES	114	-	866	300	500	200
0100-02-010-0903-	46024	DATA PROCESSING SUPPLIES	-	-	-	1,200	1,200	-
0100-02-010-0903-	46012	BOOKS & SUBSCRIPTIONS	-	369	638	350	350	-
			28,993	33,150	46,719	34,630	35,280	650

Magistrate

The principal function of the magistrate is to provide an independent, unbiased review of complaints brought to the office by police officers, sheriffs, deputies and citizens. Magistrates are not police officers nor are they in any way connected with law enforcement. Instead, magistrates are issuing officers who serve as a buffer between law enforcement and society. Most magistrates are not lawyers; however, they are specially trained to perform such duties as issuing search warrants, subpoenas, arrest warrants, summonses and setting bail.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0904-	45230	TELEPHONE	-	-	-	200	200	-
0100-02-010-0904-	45810	DUES AND MEMBERSHIPS	75	-	-	75	75	-
0100-02-010-0904-	46001	OFFICE SUPPLIES	-	-	65	100	100	-
0100-02-010-0904-	48103	COMMUNICATION EQUIPMENT	-	-	-	100	100	-
			75	-	65	475	475	-

*Victim Witness*

The Victim/Witness Assistance Program provides the following services:

- Victim's Rights information and explanation
- Assist victims in obtaining protective orders
- Assist victims in seeking and securing restitution
- Assist victims in completing and forwarding notification request forms to the Commonwealth's Attorneys' offices, to court clerks, and other appropriate agencies in order to be notified of all court proceedings in which the victims are involved
- Assist victims in the completion and forwarding of notification request forms to local jails and state correctional facilities to ensure that victims are notified of the escape, change of name, transfer, release or discharge of a prisoner
- Assist victims in the preparation of victim impact statements
- Assist victims in completing confidentiality request forms and filing them with the appropriate court
- Provide victims with names, addresses and telephone numbers of appropriate agencies that offer crisis intervention, follow-up counseling and support groups
- Provide victims with the final disposition of their cases
- Provide descriptive or guided tours of the courtroom in which the victim's case will be heard
- Accompany victims to courts, to meetings with law enforcement or prosecutors and/or other appropriate criminal justice agencies
- Provide explanations of the overall criminal justice process, as well as detailed explanations of each hearing or step in the process
- Provide victims with escort (i.e., to physically go with the victim) services related to the investigation or adjudication of a criminal case
- Provide victims with advance notification of judicial proceedings relating to their cases and inform them of any changes in court dates
- Assist victims with reservations, travel reimbursements or arranging transportation by commercial carrier or law enforcement

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-02-010-0906-00	41100	SALARIES & WAGES-REGULAR	38,716	38,282	22,587	40,943	41,960	1,017
0100-02-010-0906-	42100	FICA	2,876	2,816	1,664	3,132	3,210	78
0100-02-010-0906-	42210	RETIREMENT	5,175	5,896	3,460	6,612	6,600	(12)
0100-02-010-0906-	42300	HOSPITAL/MEDICAL PLANS	4,770	5,835	3,706	9,072	8,712	(360)
0100-02-010-0906-	42400	GROUP LIFE INSURANCE	106	464	255	217	499	282
0100-02-010-0906-	42700	WORKER'S COMPENSATION	62	306	66	66	42	(24)
0100-02-010-0906-	43320	MAINTENANCE SERVICE CONTRA	360	-	-	360	360	-
0100-02-010-0906-	45210	POSTAL SERVICE	179	-	206	200	200	-
0100-02-010-0906-	45230	TELEPHONE	385	156	74	500	500	-
0100-02-010-0906-	45510	MILEAGE	24	(13)	-	250	250	-
0100-02-010-0906-	45540	CONVENTION & EDUCATION	500	250	297	500	500	-
0100-02-010-0906-	45810	DUES AND MEMBERSHIPS	250	100	100	250	250	-
0100-02-010-0906-	46001	OFFICE SUPPLIES	37	1,550	1,277	500	500	-
0100-02-010-0906-	48107	INFO TECH EQUIPMENT	-	-	-	-	520	520
			53,438	55,642	33,693	62,602	64,103	1,501

***Board and Care of Prisoners***

The Board and Care of Prisoners budget is used to pay for the housing of prisoners at Riverside Regional Jail. The funding is based on the revenue projections from the jail.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-300-0907-	43840	BOARD & CARE OF PRISONERS	1,940,541	1,918,024	2,143,505	1,912,706	1,919,605	6,899
0100-03-300-0907-	45230	TELEPHONE	1,319	1,303	1,418	1,500	1,500	-
0100-03-300-0907	46008	VEHICLE & EQUIP FUEL	-	554	1,184	-	570	570
0100-03-300-0907-	47002	CRATER YOUTH CARE COMM	267,782	284,710	288,586	304,000	255,000	(49,000)
			2,209,642	2,204,592	2,434,692	2,218,206	2,176,675	(41,531)

Juvenile Services/Court Services Unit

In 1995, the Virginia General Assembly passed the Virginia Juvenile Community Crime Control Act (VJCCCA) to deter crime by providing immediate and effective punishment, emphasizing accountability of the juvenile offender and reducing repeat offenses. In Prince George County, these funds are used to:

1. Provide supervision of cases ordered to complete community service work by the Juvenile and Domestic Relations Court
2. Provide electronic monitoring for cases ordered by the Court as an alternative to secure detention
3. Provide individual, group or family counseling to juvenile offenders

**Court Services:**

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-300-0908-	43310	REPAIRS AND MAINTENANCE	2,343	-	-	500	500	-
0100-03-300-0908-	44200	AUTOMOTIVE/MOTOR POOL	-	-	-	75	75	-
0100-03-300-0908-	45230	TELEPHONE	187	-	(361)	275	275	-
0100-03-300-0908-	45420	LEASE/RENT OF BUILDING	18,600	15,762	17,254	-	-	-
			21,129	15,762	16,893	850	850	-

**VJCCCA:**

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-03-300-0909-0	41100	SALARIES & WAGES-REGULAR	44,120	43,767	46,481	46,829	47,829	1,000
0100-03-300-0909-	42100	FICA	3,283	3,213	3,416	3,582	3,659	77
0100-03-300-0909-	42210	RETIREMENT	8,072	8,819	7,507	7,366	7,524	157
0100-03-300-0909-	42300	HOSPITAL/MEDICAL PLANS	4,770	5,835	6,793	8,352	8,712	360
0100-03-300-0909-	42400	GROUP LIFE INSURANCE	121	530	553	618	569	(49)
0100-03-300-0909-	42700	WORKER'S COMPENSATION	371	415	396	420	788	368
0100-03-300-0909-	43170	OUTREACH DETENTION	2,540	475	-	1,250	1,000	(250)
0100-03-300-0909-	43176	INDIVIDUAL COUNSELING	3,050	870	-	1,900	1,400	(500)
0100-03-300-0909-	43310	REPAIRS AND MAINTENANCE	1,429	-	-	-	-	-
0100-03-300-0909-	45210	POSTAL SERVICE	28	28	100	100	100	-
0100-03-300-0909-	45230	TELEPHONE	2,551	3,079	3,475	2,100	2,100	-
0100-03-300-0909-	45305	MOTOR VEHICLE INSURANCE	169	121	228	250	250	-
0100-03-300-0909-	45420	LEASE/RENT OF BUILDING	-	2,838	2,190	-	-	-
0100-03-300-0909-	45541	TRAINING	-	166	-	997	998	1
0100-03-300-0909-	46001	OFFICE SUPPLIES	648	495	1,550	1,250	1,050	(200)
0100-03-300-0909-	46008	VEHICLE & EQUIP. FUEL	506	26	600	800	700	(100)
0100-03-300-0909-	48107	INFO TECH EQUIPMENT	-	-	248	-	-	-
			71,658	70,677	73,537	75,815	76,679	864

Local Health Department

The mission of the local health department is to work together to promote healthy lifestyles through disease prevention, health education and environmental protection. A list of services is provided on the Virginia Department of Health website.

<http://www.vdh.virginia.gov/LHD/crater/PrinceGeorge.htm>

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-111-0910-	45610	PAYMENT/STATE HEALTH DEPT	222,377	222,377	222,377	222,377	222,377	-
			222,377	222,377	222,377	222,377	222,377	-

District 19

District 19 Community Services Board (D19 CSB) is a multi-jurisdictional, community-based organization whose mission is to improve the quality and productivity of the lives of individual who experience or at risk of experiencing mental disabilities and/or substance abuse. The mission is accomplished through a fully-integrated continuum of services in collaboration with the localities of Colonial Heights, Dinwiddie, Emporia, Greensville, Hopewell, Petersburg, Prince George, Surry and Sussex. The 24-hour services line is (804) 862-8000 or toll-free 1-866-365-2130.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-05-112-0911-	45620	MIHMR SERVICES BOARD	88,561	96,018	96,018	99,305	99,305	-
			88,561	96,018	96,018	99,305	99,305	-

*Regional Library*

The Appomattox Regional Library System serves as an informative agency to the local governments of Hopewell, Prince George County and Dinwiddie County. All possible cooperation and service will be rendered to agencies of these governments. The Appomattox Regional library System does not discriminate on the basis of disability in the admission, access to, or employment in, its programs and activities.

All residents of the City of Hopewell, Prince George County and Dinwiddie County of all ages are granted full use of all services of the Appomattox Regional Library System. Everyone is welcome to use the services of the Appomattox Regional Library on library property.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-07-213-0913-	45600	COUNTY CONTRIBUTIONS	543,713	543,713	543,713	543,713	568,432	24,719
			543,713	543,713	543,713	543,713	568,432	24,719



*James River Soil & Water Conservation District*

The James River Soil and Water Conservation District is a political subdivision of the Commonwealth of Virginia, organized and managed by local people assigned under law with the responsibility of protecting and improving our soil and water resources. The public elects two directors from Chesterfield County and Prince George County and two positions are appointed, each serving a four-year term. The District is principally supported by financial assistance received from the Department of Conservation and Recreation with local funding support from the Counties they serve. In partnership with local, state and federal agencies, the District provides technical assistance to landowners, units of government and others to identify, discuss and solve natural resources conservation issues.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-08-302-0914-	45600	COUNTY CONTRIBUTIONS	14,250	14,250	14,250	14,250	14,250	-
			14,250	14,250	14,250	14,250	14,250	-

*Resource Conservation & Development Council*

South Centre Corridors Resources Conservation and Development Council (RC&D) was formed January 2002. It was created to help people protect and develop their natural, economic and social resources in an effort to improve their area's economy, environment and the quality of life. The RC&D Council helps plan and carry out activities that increase conservation of natural resources, support economic development and enhance the environment and standard of living.

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-08-302-0915	45600	COUNTY CONTRIBUTIONS	2,850	2,850	2,850	2,850	3,000	150
			2,850	2,850	2,850	2,850	3,000	150

*Cooperative Extension Office*

The Virginia Cooperative Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments. The Virginia Cooperative Extension provides programs and information covering the broad areas of agriculture, families and 4-H. Follow the link through the Virginia Cooperative Extension for details.

<http://www.ext.vt.edu/>

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-08-302-0916-	41100	SALARIES & WAGES-REGULAR	40,943	43,853	46,771	58,000	62,307	4,307
0100-08-302-0916-	41300	PART-TIME SALARIES & WAGE	10,397	-	-	9,200	9,200	-
0100-08-302-0916-	42100	FICA	795	-	-	704	704	-
0100-08-302-0916-	42700	WORKER'S COMPENSATION	16	-	15	15	15	-
0100-08-302-0916-	45210	POSTAL SERVICE	-	-	440	600	600	-
0100-08-302-0916-	45230	TELEPHONE	973	1,867	2,084	1,500	2,000	500
0100-08-302-0916-	45810	DUES AND MEMBERSHIPS	275	290	290	400	400	-
0100-08-302-0916-	46001	OFFICE SUPPLIES	556	1,325	630	2,250	2,250	-
0100-08-302-0916-	46012	BOOKS & SUBSCRIPTIONS	186	201	226	250	250	-
0100-08-302-0916-	46014	OTHER OPERATING SUPPLIES	1,201	930	1,258	500	500	-
			55,341	48,468	51,713	73,419	78,226	4,807

*Other Functions & Transfers*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-09-401-0917-	42100	FICA	-	819	-	-	-	-
0100-09-401-0917-	42600	UNEMPLOYMENT INSURANCE	25,541	42,761	16,178	25,000	25,000	-
0100-09-401-0917-	42700	WORKER'S COMPENSATION	(42,703)	(3,198)	400	-	-	-
0100-09-401-0917-	43132	EMPLOYEE RECOGNITION	4,564	-	-	-	-	-
0100-09-401-0917-	44200	AUTOMOTIVE/MOTOR POOL	1,871	-	7,438	3,000	3,000	-
0100-09-401-0917-	45230	TELEPHONE	(187)	4,168	(8,000)	-	-	-
0100-09-401-0917-	45305	MOTOR VEHICLE INSURANCE	811	703	1,140	1,880	1,200	(680)
0100-09-401-0917-	45307	PUBLIC OFFICIAL LIAB.INS	-	9,816	17,859	20,000	20,000	-
0100-09-401-0917-	45311	UMBRELLA POLICY	9,372	8,727	7,012	10,000	22,500	12,500
0100-09-401-0917-	45543	TUITION/REIMBURSEMENT	5,656	8,889	7,208	13,500	13,500	-
0100-09-401-0917-	45606	HURRICANE IRENE	377,440	14,961	-	-	-	-
0100-09-401-0917-	46009	VEHICLE EQUIP SUPPLIES	-	-	168	250	250	-
0100-09-401-0917-	46075	WELLNESS ACTIVITIES	-	5,944	6,055	-	-	-
0100-09-401-0917-	48107	REPLACE INFO TECH EQUIP	29,950	34,117	36,323	35,100	40,000	4,900
0100-09-401-0917-	48265	PROPERTY ACQUISITION	-	1,742,490	-	-	-	-
0100-09-401-0917-	49150	TRANS.TO SCHOOL (FORMULA)	13,219,360	13,292,762	14,276,665	14,003,080	14,101,776	98,696
0100-09-401-0917-	49150	TRANS.TO SCL. SALARY INCREASES	-	-	-	-	1,487,000	1,487,000
0100-09-401-0917-	49172	TRANS. TO CAP. PROJECTS	241,180	835,510	1,497,253	228,000	231,960	3,960
0100-09-401-0917-	49173	TRANS. TO DEBT SERVICE	6,785,272	6,415,792	6,779,080	6,698,143	6,981,145	283,002
0100-09-401-0917-	49174	TRANS. TO ECON. DEV.	179,717	171,000	171,000	171,000	421,604	250,604
0100-09-401-0917-	49176	TRANS. TO LOSAP FUND	104,500	104,500	-	104,500	104,500	-
0100-09-401-0917-	49177	TRANS TO UTIL OPER FD	-	-	-	-	-	-
0100-09-401-0917-	49179	TRANS. TO COMM CORR	60,708	70,518	76,445	83,340	85,642	2,302
0100-09-401-0917-	49199	CONTINGENCIES	8,432	154	26,886	72,699	-	(72,699)
			21,011,485	22,760,433	22,919,111	21,449,492	23,539,077	2,069,585

*Farmer's Market*

Prince George operates a producer-grower farmers' market. We are dedicated to building a sustainable, regional foodshed and to educating people about the benefits of sustainable agriculture. Our Farmers' Market emphasizes the direct connection between local food choices and the quality and health of our environment and daily lives. We support farmers/growers who cultivate the land using sustainable agricultural practices or raise livestock using humane and sustainable practices. By providing these farmers/growers with direct markets for their products, Prince George helps sustain the regional farm economy and helps ensure the future of farming in our area. The Rules & Procedures and Product Guidelines are used to ensure the integrity of all products sold at the Farmers Market. For additional information please contact Kirsten Cherry, Market Manager, at 804-722-8724 or email [farmersmarket@princegeorgecountyva.gov](mailto:farmersmarket@princegeorgecountyva.gov).

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0100-09-401-0918	45607	FARMER'S MARKET	-	369	133	500	500	-
0100-09-401-0918	43600	ADVERTISING	-	-	99	-	-	-
0100-09-401-0918	45609	FARMER'S MARKET SNAP	-	-	235	-	-	-
			-	369	467	500	500	-

## SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than those dedicated to the General Fund) that are legally restricted to expenditures for specific purposes. This chapter includes the Special Revenue Funds that are recommended to be included as part of the initial FY15/16 appropriated budget. Throughout the year, additional Special Revenue Funds will be requested for appropriation as needed.

### *FUNDS DESCRIBED IN THIS SECTION*

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COMMUNITY CORRECTIONS  
ADULT EDUCATION  
ECONOMIC DEVELOPMENT  
TOURISM  
STORMWATER  
SCHOOL OPERATING  
TITLE I  
CAFETERIA

## **COMMUNITY CORRECTIONS**

The Riverside Criminal Justice Agency (RCJA) encourages offenders and defendants to become productive, law-abiding members of society by personal choice. RCJA offers offenders and defendants the opportunity to acquire the skills and tools necessary to achieve these goals through enhanced supervision and the essential services. The agency administers the community corrections (probation), pretrial and drug court programs.

Pretrial Services provide background information and recommendations on defendants to judicial officers that will assist in determining and reconsidering bail decisions. The department also provides supervision services primarily to those arrested and admitted to bail but detained in jail in lieu of a secure bond. Pretrial supervision is intended to replace the use of a secure bond as a condition of bail, thus decreasing the risk to public safety. A Probation Officer is assigned to each case received from the participating courts, and is responsible for developing specific conditions of supervision, assessing treatment needs and reporting non-compliant behavior to the Court.

Riverside Criminal Justice Agency provides pretrial and probation supervision services to the Hopewell, Prince George and Surry Drug Court. Drug Court offers offenders the opportunity to achieve recovery through participation in a structured program of substance use treatment and intensive supervision for its participants. Drug Court is a twelve-month minimum program with four different phases of treatment and supervision. As offenders move through these phases, program requirements decline, thus increasing the opportunity for the offender to accept more responsibility for his/her sobriety and lifestyle. Successful completion of Drug Court results in a dismissal of the offender's charges.

## Revenue:

		FY10-11	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0217-10-506-8113-00000-000-000-000-316	RCC- ELECTRONIC MONITOR	-	4,454	1,664	6,441	3,000	3,000	-
0217-10-506-8113-00000-000-000-000-316	SUPERVISION FEES CORR	21,627	26,485	23,059	19,815	20,000	25,000	5,000
0217-10-507-8114-00000-000-000-000-318	GIFTS AND DONATIONS			14,775	-	-	-	-
<b>CHARGES FOR SERVICES</b>		<b>21,627</b>	<b>30,939</b>	<b>39,498</b>	<b>26,256</b>	<b>23,000</b>	<b>28,000</b>	<b>5,000</b>
0217-10-508-8114-00000-000-000-000-319	RCC-LOCALITY FEES	72,130	87,361	110,299	135,901	125,012	128,464	3,452
0217-10-508-8114-00000-000-000-000-319	VIDEO ARRAIGNMENT LOCAL	3,276	3,152	2,752	3,022	3,600	3,600	-
0217-10-508-8114-00000-000-000-000-319	DRUG COURT	4,530	3,430	2,925	3,450	11,850	11,850	-
<b>RECOVERED COSTS</b>		<b>79,936</b>	<b>93,943</b>	<b>115,976</b>	<b>142,373</b>	<b>140,462</b>	<b>143,914</b>	<b>3,452</b>
0217-20-601-8203-00000-000-000-000-326	COMM CORR PRETRIAL STATE	281,694	-	218,011	-	650,773	650,774	1
0217-20-601-8203-00000-000-000-000-326	COMMUNITY CORRECTIONS	351,540	597,983	388,191	650,774	-	-	-
<b>STATE CATEGORICAL AID</b>		<b>633,234</b>	<b>597,983</b>	<b>606,202</b>	<b>650,774</b>	<b>650,773</b>	<b>650,774</b>	<b>1</b>
0217-90-901-8207-00000-000-000-000-399	FUND BALANCE	-	60,708	-	-	6,624	5,101	(1,523)
0217-90-901-8207-00000-000-000-000-399	TRANSFER FR GEN FUND	60,590		70,518	76,445	83,340	85,642	2,302
<b>TOTAL: ALL NON-REVENUE SOURCES</b>		<b>60,590</b>	<b>60,708</b>	<b>70,518</b>	<b>76,445</b>	<b>89,964</b>	<b>90,743</b>	<b>779</b>
<b>TOTAL COMMUNITY CORRECTIONS</b>		<b>795,387</b>	<b>783,573</b>	<b>832,194</b>	<b>895,848</b>	<b>904,199</b>	<b>913,431</b>	<b>9,232</b>

## Expenditure:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Community Corrections:</b>							
2179	Comm. Corr./Probation	343,607	354,020	367,595	362,523	376,920	14,397
2171	Home Electronic Monitoring	2,934	817	4,299	3,000	3,000	-
2172	Video Arraignment	3,052	4,750	3,892	3,600	3,600	-
2174	Pretrial Program	269,732	253,747	283,179	293,483	280,178	(13,305)
2176	Drug Court	2,051	4,114	5,834	11,850	11,850	-
2178	Comm. Corrections- Local	156,211	206,075	159,485	229,743	237,883	8,139
<b>Total Community Corrections</b>		<b>777,587</b>	<b>823,523</b>	<b>824,283</b>	<b>904,199</b>	<b>913,432</b>	<b>9,234</b>

Community Corrections expenditures are supported by grants from the Department of Criminal Justice Services through the State of Virginia and local funds appropriated by participating jurisdictions and local fees paid by the users of the program. Surry, Hopewell and Prince George currently participate in the program. Revenues and expenditures for FY15/16 are expected to increase \$9,234 from the FY14/15 budget. The major increase is in salary and benefits as the agency follows the County's schedule of salary increases and participates in the County's health insurance program.

Details of the funds expenditures are on the pages to follow:

## Community Corrections:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2179-	41100	SALARIES & WAGES-REGULAR	236,252	225,912	223,689	258,469	225,076	(33,393)
0217-03-300-2179-	41200	SALARIES & WAGES-OVERTIME	33	-	367	-	-	-
0217-03-300-2179-	41300	PART-TIME SALARIES & WAGE	18,762	21,690	20,575	10,000	42,542	32,542
0217-03-300-2179-	42100	FICA	18,727	18,947	22,920	20,538	20,473	(65)
0217-03-300-2179-	42210	RETIREMENT	42,550	45,521	48,079	44,625	35,404	(9,221)
0217-03-300-2179-	42300	HOSPITAL/MEDICAL PLANS	20,578	28,800	38,602	16,704	42,059	25,355
0217-03-300-2179-	42400	GROUP LIFE INSURANCE	643	1,198	2,813	3,412	2,678	(733)
0217-03-300-2179-	42700	WORKER'S COMPENSATION	1,301	987	1,693	1,575	768	(807)
0217-03-300-2179-	43101	PROFESSIONAL SERVICES	3,505	3,500	3,676	3,600	3,960	360
0217-03-300-2179-	45230	TELEPHONE	-	545	-	-	-	-
0217-03-300-2179-	45540	CONVENTION & EDUCATION	-	3,420	2,400	-	-	-
0217-03-300-2179-	46024	DATA PROCESSING SUPPLIES	-	3,500	2,781	3,600	3,960	360
0217-03-300-2179-			1,255	-	-	-	-	-
			343,607	354,020	367,595	362,523	376,920	14,397

## Home Electronic Monitoring:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2171-	43101	PROFESSIONAL SERVICES	2,934	817	4,299	3,000	3,000	-
			2,934	817	4,299	3,000	3,000	-

## Video Arraignment:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2172-	43101	PROFESSIONAL SERVICES	3,052	4,153	3,321	3,600	3,600	-
0217-03-300-2172-	46014	OPERATING SUPPLIES	-	597	571	-	-	-
			3,052	4,750	3,892	3,600	3,600	-

## Pretrial:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2174-0	41100	SALARIES & WAGES-REGULAR	162,553	134,394	209,523	158,571	200,569	41,998
0217-03-300-2174-	41200	SALARIES & WAGES-OVERTIME	101	-	-	-	-	-
0217-03-300-2174-	41300	PART-TIME SALARIES & WAGE	39,856	39,749	4,979	21,958	-	(21,958)
0217-03-300-2174-	42100	FICA	14,902	15,564	13,053	13,810	15,344	1,533
0217-03-300-2174-	42210	RETIREMENT	27,411	33,010	27,527	44,490	31,549	(12,941)
0217-03-300-2174-0	42300	HOSPITAL/MEDICAL PLANS	19,543	23,040	20,513	41,760	25,235	(16,525)
0217-03-300-2174-	42400	GROUP LIFE INSURANCE	440	868	903	2,093	2,387	294
0217-03-300-2174-	42700	WORKER'S COMPENSATION	1,595	1,460	2,096	5,000	-	(5,000)
0217-03-300-2174-	43101	PROFESSIONAL SERVICES	2,827	2,831	2,831	2,900	2,547	(353)
0217-03-300-2174-	46024	DATA PROCESSING SUPPLIES	504	2,831	1,753	2,900	2,547	(353)
			269,732	253,747	283,179	293,483	280,178	(13,305)

## Drug Court:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2176-	41200	OVERTIME	625	3,475	4,641	4,500	4,500	-
0217-03-300-2176-	42100	FICA	41	266	349	350	350	-
0217-03-300-2176-	43101	PROFESSIONAL SERVICES	1,370	300	500	3,500	3,500	-
0217-03-300-2176-	46001	OFFICE SUPPLIES	15	73	-	-	-	-
0217-03-300-2176-	46014		-	-	345	3,500	3,500	-
			2,051	4,114	5,834	11,850	11,850	-

## Local Community Corrections:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0217-03-300-2178	41100	SALARIES & WAGES-REGULAR	41,433	56,309	62,627	86,927	90,064	3,137
217-03-300-2178-	41200	SALARIES & WAGES-OVERTIME	-	99	-	-	-	-
0217-03-300-2178	41300	PART-TIME SALARIES & WAGE	-	28,310	3,946	-	-	-
0217-03-300-2178	42100	FICA	2,491	1,803	-	6,882	6,890	8
0217-03-300-2178	42210	RETIREMENT	7,590	8,970	-	13,674	14,167	493
0217-03-300-2178	42300	HOSPITAL/MEDICAL PLANS	4,770	-	-	16,704	16,823	119
0217-03-300-2178	42400	GROUP LIFE INSURANCE	114	1,130	-	1,147	1,072	(76)
0217-03-300-2178	42700	WORKER'S COMPENSATION	280	1,823	-	4,000	7,626	3,626
0217-03-300-2178	43101	PROFESSIONAL SERVICES	20,597	22,613	20,238	20,500	20,500	-
0217-03-300-2178	43320	MAINTENANCE SRVCS CONTRACT	156	191	173	169	170	1
0217-03-300-2178	43500	PRINTING & BINDING	645	344	745	900	900	-
0217-03-300-2178	43600	ADVERTISING	571	162	556	2,000	2,000	-
0217-03-300-2178	43831	TUITION/CCJB	1,012	589	1,449	1,000	1,000	-
0217-03-300-2178	44200	AUTOMOTIVE/MOTOR POOL	731	166	200	-	-	-
0217-03-300-2178	45109	E-RCC	7,416	2,996	10,398	10,800	10,800	-
0217-03-300-2178	45210	POSTAL SERVICE	880	870	754	880	980	100
0217-03-300-2178	45230	TELEPHONE	3,793	4,836	5,650	4,680	4,680	-
0217-03-300-2178	45231	PAGERS	395	10	-	-	-	-
0217-03-300-2178	45305	MOTOR VEHICLE INSURANCE	-	338	631	500	657	157
0217-03-300-2178	45410	LEASE/RENT EQUIPMENT	1,592	-	2,152	1,800	1,980	180
0217-03-300-2178	45420	LEASE/RENT OF BUILDING	29,400	29,400	29,400	29,400	29,400	-
0217-03-300-2178	45510	MILEAGE	14	99	46	-	-	-
0217-03-300-2178	45530	SUB & LODGING	291	-	5	2,304	2,304	-
0217-03-300-2178	45540	CONVENTION & EDUCATION	3,253	-	1,321	4,000	4,000	-
0217-03-300-2178	46001	OFFICE SUPPLIES	6,289	2,182	6,369	4,800	4,800	-
0217-03-300-2178	46002	FOOD SUPPLIES	231	327	442	-	-	-
0217-03-300-2178	46004	MEDICAL & LAB SUPPLIES	7,769	6,504	6,286	14,900	10,000	(4,900)
0217-03-300-2178	46008	VEHICLE & EQUIP. FUEL	657	527	190	996	839	(157)
0217-03-300-2178	46014	OTHER OPERATING SUPPLIES	814	255	110	780	780	-
0217-03-300-2178	46024	DATA PROCESSING SUPPLIES	-	-	1,892	-	5,451	5,451
0217-03-300-2178	48105	VEHICLE REPLACEMENT	-	24,362	-	-	-	-
0217-03-300-2178	48102	FURNITURE & FIXTURES	-	10,859	-	-	-	-
			156,211	206,075	155,580	229,743	237,884	8,140



## ADULT EDUCATION

The Adult Education Department serves the counties of Charles City, Dinwiddie, Greensville, Prince George, Surry and Sussex, and the cities of Colonial Heights, Emporia, Hopewell and Petersburg.

The office provides adult education classes to adults eighteen years of age and older in each of the localities listed. GED, Pre-GED, Adult Basic Education, English as a Second Language (ESL) and customized workplace classes are also provided. Most classes are free of charge.

### Revenue:

		FY10-11	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0218-10-506-8113-00000-000-000-31688	SPACE-ADULT BASIC ED	37,378	38,615	33,341	32,261	38,300	38,300	-
0218-10-506-8113-00000-000-000-31688	WORKPLACE	65,000	29,690	87,852	64,180	114,281	114,281	-
0218-10-506-8113-00000-000-000-31688	CONTRACT FEES/ADMIN	8,820	8,920	120,309	10,230	55,025	55,025	-
<b>CHARGES FOR SERVICES</b>		<b>111,198</b>	<b>77,225</b>	<b>241,502</b>	<b>106,671</b>	<b>207,606</b>	<b>207,606</b>	<b>-</b>
0218-20-601-8203-00000-000-000-32409	REGIONAL COORDINATOR	140,000	148,939	103,408	103,408	140,000	140,000	-
0218-20-601-8203-00000-000-000-32409	REGIONAL SPECIALIST	50,000	50,000	-	-	50,000	50,000	-
0218-20-601-8203-00000-000-000-32409	REG GENERAL ADULT EDUCAT	35,253	34,498	33,988	33,988	37,151	37,151	-
0218-20-601-8203-00000-000-000-32409	RACE TO GED	84,984	84,815	81,727	68,294	84,400	84,400	-
0218-20-601-8203-00000-000-000-32409	RLCC LEAD AGENT	75,500	75,466	-	-	75,500	75,500	-
0218-30-601-0000-00000-000-000-33380	SPACE- ADULT BASIC ED-FED	325,208	376,523	316,888	317,291	348,663	348,663	-
<b>OTHER CATEGORICAL AID</b>		<b>710,945</b>	<b>770,241</b>	<b>536,011</b>	<b>522,981</b>	<b>735,714</b>	<b>735,714</b>	<b>-</b>
<b>TOTAL ADULT EDUCATION</b>		<b>822,143</b>	<b>847,466</b>	<b>777,513</b>	<b>629,652</b>	<b>943,320</b>	<b>943,320</b>	<b>-</b>

### Expenditure:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Adult Education:</b>							
<a href="#">2180</a>	General Adult Education	193,463	147,426	118,074	195,025	195,025	-
<a href="#">2181</a>	Regional Adult Specialist	62,307	-	-	50,000	50,000	-
<a href="#">2182</a>	General Adult Education	34,533	31,832	40,390	37,151	37,151	-
<a href="#">2183</a>	Space-Adult Education	344,372	309,014	341,743	386,963	386,963	-
<a href="#">2184</a>	RACE to GED	71,382	79,953	65,583	84,400	84,400	-
<a href="#">2185</a>	Workplace	46,028	105,633	65,291	114,281	114,281	-
<a href="#">2186</a>	RLCC Lead Agent	74,000	(4,766)	938	75,500	75,500	-
	<b>Total Adult Education</b>	<b>826,084</b>	<b>669,093</b>	<b>632,018</b>	<b>943,320</b>	<b>943,320</b>	<b>-</b>

The Adult Education program is grant funded from the State of Virginia's Adult Education program and from the Federal Government's Adult Education program. The County is the fiscal agent for the Adult Education program. The budget for the new fiscal year will be set in late September. Each year, the locality adopts the budget as-is and amends the budget once the final notice is received.

## Regional Program Manager:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2180-	41102	COORDINATOR	95,387	98,053	78,394	78,000	78,000	-
0218-06-201-2180-	41103	CLERICAL	50,117	(4,155)	-	39,800	39,800	-
0218-06-201-2180-	42100	FICA	10,673	5,652	5,914	8,200	8,200	-
0218-06-201-2180-	42210	RETIREMENT	26,864	19,758	12,661	18,000	18,000	-
0218-06-201-2180-	42300	HOSPITAL/MEDICAL PLANS	9,540	6,919	5,561	8,000	8,000	-
0218-06-201-2180-	42400	GROUP LIFE INSURANCE	402	1,185	933	3,124	3,124	-
0218-06-201-2180-	42700	WORKER'S COMPENSATION	480	1,662	1,600	550	550	-
0218-06-201-2180-	43311	CONTRACT FEES/ADMIN	-	8,553	13,010	39,351	39,351	-
0218-06-201-2180-	45420	LEASE/RENT OF BUILDING	-	9,800	-	-	-	-
			193,463	147,426	118,074	195,025	195,025	-

## Regional Adult Specialist:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	Adopted Budget	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2181-	41100	SALARIES & WAGES-REGULAR	45,110	-	40,000	40,000	40,000	-
0218-06-201-2181-	42100	FICA	3,357	-	3,060	3,060	3,060	-
0218-06-201-2181-	42210	RETIREMENT	8,257	-	2,284	2,284	2,284	-
0218-06-201-2181-	42300	HOSPITAL/MEDICAL PLANS	4,770	-	4,322	4,322	4,322	-
0218-06-201-2181-	42400	GROUP LIFE INSURANCE	124	-	334	334	334	-
0218-06-201-2181-			197	-	-	-	-	-
0218-06-201-2181-			492	-	-	-	-	-
			62,307	-	50,000	50,000	50,000	-

## General Adult Education:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2182	41300	PART-TIME SALARIES & WAGE	32,046	27,614	37,460	34,456	34,456	-
0218-06-201-2182	42100	FICA	2,452	3,694	2,880	2,610	2,610	-
0218-06-201-2182	42700	WORKER'S COMPENSATION	35	525	50	85	85	-
			34,533	31,832	40,390	37,151	37,151	-

## SPACE – Adult Education:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2183-	41100	SALARIES & WAGES-REGULAR	-	20,617	13,087	-	-	-
0218-06-201-2183-	41102	COORDINATOR	-	19,649	12,729	-	-	-
0218-06-201-2183-	41103	CLERICAL	-	24,927	52,991	-	-	-
0218-06-201-2183-	41300	PART-TIME SALARIES & WAGE	238,143	166,017	159,465	287,979	287,979	-
0218-06-201-2183-	42100	FICA	18,197	17,033	17,953	22,801	22,801	-
0218-06-201-2183-	42210	RETIREMENT	-	12,463	12,727	-	-	-
0218-06-201-2183-	42300	HOSPITAL/MEDICAL PLANS	-	6,646	9,435	-	-	-
0218-06-201-2183-	42500	DISABILITY INSURANCE	-	-	-	-	-	-
0218-06-201-2183-	42700	WORKER'S COMPENSATION	828	3,375	1,241	-	-	-
0218-06-201-2183-	43071	DIRECT COST - REGION	-	-	12,053	15,000	15,000	-
0218-06-201-2183-	43120	ACCOUNT & AUDIT SERVICES	10,246	10,185	-	-	-	-
0218-06-201-2183-	45230	TELEPHONE	6,072	5,370	5,972	7,101	7,101	-
0218-06-201-2183-	45420	LEASE/RENT OF BUILDING	16,800	8,400	8,550	-	-	-
0218-06-201-2183-	45551	TRAVEL - REGIONAL	6,100	4,235	3,434	9,000	9,000	-
0218-06-201-2183-	46051	SUPPLIES	47,986	10,098	32,105	45,082	45,082	-
			344,372	309,014	341,743	386,963	386,963	-

## RACE to GED:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2184-	41100	SALARIES & WAGES-REGULAR		31,340	30,536	-	-	-
0218-06-201-2184-	41300	PART-TIME SALARIES & WAGE	49,475	17,316	14,191	63,000	63,000	-
0218-06-201-2184-	42100	FICA	3,784	3,621	3,334	5,300	5,300	-
0218-06-201-2184-	42210	RETIREMENT	142	6,151	4,932	150	150	-
0218-06-201-2184-	42300	HOSPITAL/MEDICAL PLANS	-	3,980	4,274	-	-	-
0218-06-201-2184-	42400	GROUP LIFE INSURANCE	-	369	363	-	-	-
0218-06-201-2184-	42700	WORKER'S COMPENSATION	-	748	-	-	-	-
0218-06-201-2184-	46014	OTHER OPERATING SUPPLIES	17,981	16,427	7,954	15,950	15,950	-
			71,382	79,953	65,583	84,400	84,400	-

## Workplace:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2185-	41300	PART-TIME SALARIES & WAGE	41,225	73,765	60,489	103,000	103,000	-
0218-06-201-2185-	42100	FICA	3,154	5,643	4,622	7,658	7,658	-
0218-06-201-2185-	42700	WORKER'S COMPENSATION	137	1,113	180	123	123	-
0218-06-201-2185-	46001	OFFICE SUPPLIES	1,513	25,112	-	3,500	3,500	-
			46,028	105,633	65,291	114,281	114,281	-

## RLCC Lead Agent:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0218-06-201-2186-	41103	CLERICAL	2,000	-	-	2,000	2,000	-
0218-06-201-2186-	43070	INDIRECT COST	-	-	-	1,000	1,000	-
0218-06-201-2186-	43101	PROFESSIONAL SERVICES	72,000	(6,000)	-	72,000	72,000	-
0218-06-201-2186-	46027	ADMINISTRATIVE	-	-	-	500	500	-
			74,000	(6,000)	-	75,500	75,500	-

# ECONOMIC DEVELOPMENT

Recognized for its progressive, pro-business climate and customer-focused service, Prince George competes internationally to attract first class business and industry while nurturing small business development. Encouraging existing industry expansion and supporting the developing tourism industry are key components of the Prince George business development plan.

The Mission for Economic Development is to create wealth for the County, for citizens and for business. To that end, the Prince George Economic Development office focuses on business attraction and recruitment and business retention and expansion.

The Economic Development Fund is fully supported by Meals Tax Revenue. The transfer from the General Fund is the Machinery & Tools Tax rebates that are expected to come into the General Fund and be disbursed from Economic Development.

## Revenue:

ACCOUNT	TITLE	FY11-12 RECEIPTS	FY12-13 RECEIPTS	FY13-14 RECEIPTS	FY14-15 ADOPTED	FY15-16 ADOPTED	FY15-16 INCREASE (DECREASE)
0215-10-502-8108-00000-000-000-312111-	MEALS TAX	703,751	837,049	867,584	830,000	900,000	70,000
<b>OTHER LOCAL TAXES</b>		<b>703,751</b>	<b>837,049</b>	<b>867,584</b>	<b>830,000</b>	<b>900,000</b>	<b>70,000</b>
0215-90-901-8207-00000-000-000-399999-	FUND BALANCE	-	-	-	234,485	58	(234,427)
0215-90-901-8207-00000-000-000-399100-	TRANS. FR GEN FD/OPERATING	179,717	171,000	171,000	171,000	421,604	250,604
39168	TRANS FR CAP PROJECTS	-	-	-	-	468,320	468,320
<b>FUND BALANCE AND TRANSFERS</b>		<b>179,717</b>	<b>171,000</b>	<b>171,000</b>	<b>405,485</b>	<b>889,982</b>	<b>484,497</b>
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>883,468</b>	<b>1,008,049</b>	<b>1,038,584</b>	<b>1,235,485</b>	<b>1,789,982</b>	<b>554,497</b>

## Expenditure:

Org.	Acct.	Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0215-08-301-2151-	41100	2151001	SALARIES & WAGES-REGULAR	93,158	132,973	206,407	176,861	151,775	(25,087)
0215-08-301-2151-	41300	2151001	PART-TIME SALARIES & WAGE	12,247	1,323	338	-	-	-
0215-08-301-2151-	42100	2151001	FICA	7,252	9,362	15,026	13,530	11,611	(1,919)
0215-08-301-2151-	42210	2151001	RETIREMENT	17,295	24,939	27,975	27,820	23,874	(3,946)
0215-08-301-2151-	42300	2151001	HOSPITAL/MEDICAL PLANS	4,770	5,955	11,480	8,352	11,840	3,488
0215-08-301-2151-	42400	2151001	GROUP LIFE INSURANCE	259	1,607	2,061	2,335	-	(2,335)
0215-08-301-2151-	42700	2151001	WORKER'S COMPENSATION	180	89	320	320	212	(108)
0215-08-301-2151-	43101	2151001	PROFESSIONAL SERVICES	465	37,628	5,100	11,000	1,000	(10,000)
0215-08-301-2151-	43320	2151001	MAINT SVC CONTRACTS	-	1,480	4,999	1,480	1,480	0
0215-08-301-2151-	43600	2151001	ADVERTISING	515	375	467	500	3,000	2,500
0215-08-301-2151-	44200	2151001	AUTOMOTIVE/MOTOR POOL	613	1,147	1,074	500	500	-
0215-08-301-2151-	45210	2151001	POSTAL SERVICE	128	99	224	400	400	-
0215-08-301-2151-	45230	2151001	TELEPHONE	1,324	1,719	2,187	2,000	2,000	-
0215-08-301-2151-	45305	2151001	MOTOR VEHICLE INSURANCE	169	387	631	631	660	29
0215-08-301-2151-	45410	2151001	LEASE/RENT EQUIPMENT	230	306	469	500	500	-
0215-08-301-2151-	45530	2151001	SUBSISTENCE & LODGING	1,426	2,150	2,843	2,000	4,000	2,000
0215-08-301-2151-	45540	2151001	CONVENTION & EDUCATION	5,768	3,294	2,712	3,500	4,000	500
0215-08-301-2151-	45600	2151001	COUNTY CONTRIBUTIONS	30,479	36,779	36,779	36,779	36,780	1
0215-08-301-2151-	45660	2151001	MACHINERY & TOOLS TAX	343,410	-	307,396	320,396	421,604	101,208
0215-08-301-2151-	45810	2151001	DUES AND MEMBERSHIPS	495	1,949	24,059	24,531	24,900	369
0215-08-301-2151-	46001	2151001	OFFICE SUPPLIES	1,163	2,228	1,626	3,000	3,000	-
0215-08-301-2151-	46002	2151001	FOOD SUPPLIES	-	195	263	300	300	-
0215-08-301-2151-	46008	2151001	VEHICLE & EQUIP. FUEL	797	969	837	800	900	100
0215-08-301-2151-	46009	2151001	VEHICLE & EQUIP. SUPPLIES	75	10	125	500	500	-
0215-08-301-2151-	46012	2151001	BOOKS & SUBSCRIPTIONS	-	160	-	-	-	-
0215-08-301-2151-	48107	2151001	REPLACE INFO TECH EQUIPMENT	-	-	287	450	-	(450)
0215-08-301-2151-	48205	2151001	NEW MOTOR VEHICLE	-	27,975	-	-	-	-
0215-08-301-2151-	49173	2151001	TRANS TO DEBT SERVICE	-	386,450	400,000	397,000	468,320	71,320
			BROADBAND	-	-	-	-	100,000	100,000
0215-08-301-2151-	49199	2151001	CONTINGENCIES	-	69	3,460	200,000	516,826	316,826
				<b>522,217</b>	<b>681,455</b>	<b>1,059,144</b>	<b>1,235,485</b>	<b>1,789,982</b>	<b>554,497</b>

# TOURISM

The purpose of the Prince George County Tourism Fund is to market tourism efforts within the County per the Code of Virginia § 58.1-3819 (Transient occupancy tax). The County currently charges 5% for a lodging tax. The initial 2% remains in the County general fund. The remaining 3% is transferred to the County Tourism Fund. This 3% must go toward tourism, travel and marketing of tourism initiatives that, as determined after consulting with local tourism industry organizations, attract travelers to the locality. Initiatives have included: tourism brochures, park improvements, ball field improvements for travel tournaments, website promotions, farmers' market implementation, welcome signs, heritage museum improvements, and regional tourism promotion.

## Revenue:

		FY10-11	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0213-10-502-8108-00000-000-000-312010-	LOCAL LODGING TAX	175,850	365,568	353,189	278,671	375,000	325,000	(50,000)
<b>OTHER LOCAL TAXES</b>		<b>175,850</b>	<b>365,568</b>	<b>353,189</b>	<b>278,671</b>	<b>375,000</b>	<b>325,000</b>	<b>(50,000)</b>
0213-40-900-8208-00000-000-000-399999-	FUND BALANCE	-	-	-	-	30,595	-	(30,595)
<b>FUND BALANCE AND TRANSFERS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30,595</b>	<b>-</b>	<b>(30,595)</b>
<b>TOTAL TOURISM FUND</b>		<b>175,850</b>	<b>365,568</b>	<b>353,189</b>	<b>278,671</b>	<b>405,595</b>	<b>325,000</b>	<b>(80,595)</b>

## Expenditure:

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0213-08-301-2131-	41100	FULL-TIME SALARIES	-	-	-	-	30,000	30,000
0213-08-301-2131-	41300	PART-TIME SALARIES & WAGE	746	2,186	290	2,000	2,000	-
0213-08-301-2131-	42100	FICA	57	167	22	150	150	-
0213-08-301-2131-	43101	PROFESSIONAL SERVICES	-	-	11,038	-	-	-
0213-08-301-2131-	43320	MAINTENANCE SVC CONTRACTS	-	2,820	2,820	3,380	3,380	-
0213-08-301-2131-	45540	CONVENTION & EDUCATION	-	80	-	-	100	100
0213-08-301-2131-	45640	PETERSBURG AREA TOURISM	32,500	32,500	42,500	42,500	32,500	(10,000)
	45647	PRINCE GEORGE/HOPEWELL VISITORS CENTER	-	-	41,100	46,440	46,440	-
0213-08-301-2131-	45648	PG HISTORICAL SOCIETY	42,119	87,331	120,170	128,125	24,375	(103,750)
0213-08-301-2131-	48131	PARK & PLAYGROUND EQUIP	129,117	103,939	30,993	-	-	-
0213-08-301-2131-	49177	TRANS TO UTILITIES	158,070	159,189	157,100	158,000	158,000	-
0213-08-301-2131-	49199	CONTINGENCIES	-	4,025	3,953	25,000	28,055	3,055
			362,609	392,238	409,986	405,595	325,000	(80,595)

# STORMWATER

## Revenue:

		FY10-11	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0220-10-502-2121-00000-000-000-312011-	STORMWATER FEE	-	-	-	211,975	-	441,500	441,500
OTHER LOCAL TAXES		-	-	-	211,975	-	441,500	441,500
TOTAL STORMWATER		-	-	-	211,975	-	441,500	441,500

## Expenditure:

Org.	Acct.	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0220-04-104-2121-43500		-	-	496	-	-	-
0220-DEBT SERVICE PAYMENT	2014D INTEREST	-	-	-	-	30,500	30,500
0220-DEBT SERVICE PAYMENT	2014D PRINCIPAL	-	-	-	-	411,000	411,000
		-	-	496	-	441,500	441,500

# **SCHOOL OPERATING**

## **TITLE I**

### **CAFETERIA**

Prince George County is an outstanding community that takes a great deal of pride in its schools and the quality of graduates our schools produce. The district enjoys excellent support from not only our parents but also the business community, the military installation at Fort Lee, elected officials, and the community at large. By building strong relationships with all groups within the County, it enhances the quality of education our students receive. These are exciting times to be in Prince George County. Our County and schools are expected to see significant growth in the next two to three years with the influx to Fort Lee as a result of the work of the Defense Base Closure and Realignment Commission (BRAC). A new North Elementary school opened in September 2009. Additional capital projects will be forthcoming.

The School system follows a budgeting process similar to that of the County. The complete FY2015-2016 Adopted School Budget can be viewed at:

[http://pgs.k12.va.us/index.php/pgs/documents\\_list/C18/](http://pgs.k12.va.us/index.php/pgs/documents_list/C18/)

## Revenue:

		FY10-11	FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0500-10-505-0000	SALE OF EQUIPMENT	-	-	10,301	7,265	-	-	-
	<b>USE OF MONEY &amp; PROPERTY</b>	<b>-</b>	<b>-</b>	<b>10,301</b>	<b>7,265</b>	<b>-</b>	<b>-</b>	<b>-</b>
0500-10-506-0000	TUITION PRIVATE SOURCE	94,188	84,389	55,441	68,691	56,000	59,000	3,000
0500-10-506-0000	TUITION SUMMER SCHOOL	-	-	26,000	32,842	27,000	27,000	-
0500-10-506-0000	REBATES/REFUNDS	10,210	10,335	23,682	21,662	20,000	20,000	-
0500-10-506-0000	TUITION- OTHER CO/ CITIES	301,907	266,637	279,560	358,776	270,000	166,789	(103,211)
0500-10-506-0000	DRIVERS EDUCATION FEE	26,811	27,614	27,731	30,595	28,000	28,000	-
31691	MEDICAID BILLING REVENUE	3,427	9,839	-	-	5,000	1,050	(3,950)
	<b>CHARGES FOR SERVICES</b>	<b>436,543</b>	<b>398,814</b>	<b>412,414</b>	<b>512,566</b>	<b>406,000</b>	<b>301,839</b>	<b>(104,161)</b>
0500-20-000-0000	STATE SALES TAX	5,429,233	5,618,726	5,485,747	5,492,340	5,628,780	5,642,480	13,700
0500-20-000-0000	BASIC SCHOOL AID	19,303,188	20,349,430	19,965,680	19,863,724	22,517,889	22,759,818	241,929
0500-20-000-0000	SALARY SUPPLEMENT	-	-	-	459,284	-	354,656	354,656
0500-20-000-0000	ADULT ED	-	-	-	-	-	33,988	33,988
0500-20-000-0000	FOSTER HOME CHILDREN	21,917	20,863	26,566	15,805	15,882	31,670	15,788
32506		2,567	2,616	-	-	-	-	-
0500-20-000-0000	GIFTED AND TALENTED	214,257	216,361	214,627	213,544	222,369	224,503	2,134
0500-20-000-0000	REMEDIATION EDUCATION	366,618	370,218	419,923	417,803	492,050	496,774	4,724
0500-20-000-0000	HOMEBOUND	-	-	41,181	27,528	28,780	28,370	(410)
32511	FUNDING CAP LOSS	596,670	-	-	-	-	-	-
0500-20-000-0000	SPECIAL EDUCATION	2,394,921	2,418,435	2,505,539	2,497,533	2,474,444	2,498,198	23,754
0500-20-000-0000	SUMMER SCHOOL- REMEDIAL	86,259	142,362	129,613	159,007	201,463	167,459	(34,004)
0500-20-000-0000	JAIL PROGRAM FUNDS	241,525	196,290	201,445	141,721	147,370	173,206	25,836
0500-20-000-0000	VOCATIONAL EDUCATION	485,650	490,418	335,938	334,242	326,456	329,590	3,134
0500-20-000-0000	VOCATIONAL ED. -CATEGOR.	25,953	37,898	34,471	42,664	51,742	60,002	8,260
0500-20-000-0000	SPECIAL EDUCATION CATEGOR	256,644	431,311	406,748	282,346	423,822	427,165	3,343
0500-20-000-0000	SOCIAL SEC- PROFESSIONAL	1,185,557	1,197,197	1,199,113	1,193,059	1,234,856	1,246,711	11,855
0500-20-000-0000	RETIREMENT- PROFESSIONAL	704,669	1,086,613	2,001,632	1,991,527	2,507,563	2,464,762	(42,801)
0500-20-000-0000	ADDITIONAL ASSISTANCE W RETIREMENT	-	-	374,834	378,368	-	-	-
0500-20-000-0000	GROUP LIFE INS- PROFESS.	42,851	43,272	74,653	74,276	75,700	76,427	727
0500-10-506-0000	MEDICAID BILLING REV	-	-	2,830	1,056	-	-	-
0500-20-000-0000	EPI-PEN GRANTS	-	-	886	-	-	-	-
0500-20-000-0000	AT-RISK FUNDS	214,949	217,458	297,354	296,054	315,537	318,535	2,998
0500-20-000-0000	ESL STATE FUNDS	71,101	57,943	53,123	50,891	55,170	63,916	8,746
0500-20-000-0000	OTHER STATE FUNDS MENTOR	-	-	27,777	23,663	4,660	2,711	(1,949)
0500-20-000-0000	AT-RISK 4 YR OLDS	413,424	413,424	404,298	404,298	408,780	563,208	154,428
0500-20-000-0000	TEXTBOOKS	250,157	195,013	418,663	416,549	455,241	459,611	4,370
0500-20-000-0000	K-3 CLASS SIZE	-	-	685,091	560,566	565,315	567,854	2,539
0500-20-000-0000	READING INTERVENTION	107,005	127,941	123,888	149,601	153,614	158,415	4,801
0500-20-000-0000	TECHNOLOGY	258,000	258,000	258,000	258,000	258,000	258,000	-
0500-20-000-0000	STATE SAFETY GRANT	-	-	-	78,356	100,000	75,000	(25,000)
0500-20-000-0000	ISAEF GRANT FUNDS	7,859	7,859	7,859	7,859	7,859	7,859	-
0500-20-000-0000	SOL ALGEBRA READINESS	52,450	54,891	67,006	64,669	64,094	63,973	(121)
32589	SUPPORT FOR OPERATIONS	-	623,216	-	-	-	-	-
32661	VDEM FEMA REIMBURSEMENT	-	7,661	-	-	-	-	-
	<b>STATE CATEGORICAL AID</b>	<b>32,733,424</b>	<b>34,585,417</b>	<b>35,764,486</b>	<b>35,896,332</b>	<b>38,737,436</b>	<b>39,554,861</b>	<b>817,425</b>
0500-30-000-0000	TITLE VIII- IMPACT AID	3,517,685	3,573,242	4,134,799	3,557,095	3,425,527	3,372,838	(52,689)
0500-30-000-0000	DEPT OF DEFENSE FUNDS	421,665	460,604	498,433	503,756	478,064	540,026	61,962
0500-30-000-0000	TITLE IIA TEACH QUAL (VI)	171,468	193,136	171,781	155,322	139,739	141,758	2,019
0500-30-000-0000	TITLE III PART A - LIMITED ENGLI	-	-	3,955	-	7,392	-	(7,392)
0500-30-000-0000	CONNECT TWO DODEA MILITARY	239,875	208,178	-	46,055	-	-	-
33208	PRESCHOOL STIMULUS	46,000	-	-	-	-	-	-
0500-30-000-0000	DODEA GRANT - CLEMENTS JR H	-	135,146	99,067	88,549	103,962	82,520	(21,442)
0500-30-000-0000	MISC FEDERAL GRANTS	56,015	2,400	20,793	1,340	24,601	18,250	(6,351)
33214		1,017,634	85,982	-	-	-	-	-
33215	MILITARY GRANT - MOORE MATH	83,591	-	-	-	-	-	-
33216		697,132	24,495	-	-	-	-	-
0500-30-000-0000	IDEA SPEC ED PRE-SCH GRNT	57,845	28,727	28,654	28,560	25,285	25,679	394
0500-30-000-0000	SPECIAL ED FEDERAL GRANTS	1,106,685	1,122,400	958,809	999,570	944,450	972,762	28,312
0500-30-000-0000	TITLE I D (CRATER) DRANT	-	59,995	33,126	38,536	29,966	34,251	4,285
0500-30-000-0000	VOCATIONAL EDUCATION-FED	78,466	72,027	73,863	71,650	69,458	65,952	(3,506)
0500-20-000-0000	SPEC ED CATEG - CRATER	-	-	-	115,907	-	-	-
33225	FEDERAL ED JOBS FUNDS	-	1,611,204	-	-	-	-	-
33228	DRUG FREE SCHOOLS	7,041	517	-	-	-	-	-
0500-30-000-0000	ROTC	97,238	96,757	86,750	64,838	62,737	63,737	1,000
33234	TECHNOLOGY NCLB	10,512	3,094	-	-	-	-	-
33235	TECHNOLOGY STIMULUS	2,157	-	-	-	-	-	-
	<b>FEDERAL CATEGORICAL AID</b>	<b>7,611,009</b>	<b>7,677,904</b>	<b>6,110,030</b>	<b>5,671,178</b>	<b>5,311,181</b>	<b>5,317,773</b>	<b>6,592</b>
33301	FEMA REIMBURSEMENT	-	31,714	-	-	-	-	-
34111	INSURANCE RECOVERIES	3,294	-	-	-	-	-	-
	<b>NON-REVENUE SOURCES</b>	<b>3,294</b>	<b>31,714</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
0500-90-000-0000	TRANS.FR GEN FD/OPERATING	13,667,948	13,219,618	13,562,032	14,276,665	14,003,080	15,588,776	1,585,696
39154	TRANS TO SCH CAFÉ FUND	-	(40,500)	-	-	-	-	-
	<b>FUND BALANCE AND TRANSFERS</b>	<b>13,667,948</b>	<b>13,179,118</b>	<b>13,562,032</b>	<b>14,276,665</b>	<b>14,003,080</b>	<b>15,588,776</b>	<b>1,585,696</b>
	<b>TOTAL SCHOOL OPERATING</b>	<b>54,452,217</b>	<b>55,872,967</b>	<b>55,859,262</b>	<b>56,364,007</b>	<b>58,457,697</b>	<b>60,763,249</b>	<b>2,305,552</b>



## Expenditures:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>School Operations:</b>							
6000	Elementary	22,675,750	22,639,922	22,405,952	24,111,011	24,724,796	613,785
6001	Secondary	15,720,031	15,955,826	16,009,896	16,655,555	17,277,168	621,613
6002	Instructional Grants	451,579	365,674	134,604	79,020	82,520	3,500
6003	Other Instruction	1,274,306	1,353,647	1,358,244	1,400,459	1,417,011	16,552
6004	Text Books	301,331	556,805	755,458	601,375	601,375	-
6005	School Administration	1,598,272	1,791,158	1,764,441	1,668,243	1,783,762	115,519
6006	Attendance & Health	933,992	1,001,160	1,082,767	1,151,895	1,168,904	17,009
6007	Transportation	4,631,096	4,139,869	3,937,950	4,308,448	4,194,174	(114,274)
6008	Operation & Maintenance	5,426,837	5,224,736	5,538,961	5,311,924	5,606,413	294,489
6009	Technology	2,443,597	2,691,127	2,644,122	2,688,722	2,773,918	85,196
6010	Capital Outlay	416,179	408,607	731,322	450,000	644,698	194,698
6011	School Contingencies	-	-	(452)	31,045	488,510	457,465
	<b>Total School Operations</b>	<b>55,872,969</b>	<b>56,128,532</b>	<b>56,363,266</b>	<b>58,457,697</b>	<b>60,763,249</b>	<b>2,305,552</b>

## Title 1 Revenue:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0510-30-00	CHAPTER 1 (89-10)	733,056	611,176	601,963	639,020	644,190	5,170
0510-30-00	TITLE 1 ARRA	-	-	-	-	-	-
33217	TITLE 1 STIMULUS FUNDS	59,710	-	-	-	-	-
	<b>FEDERAL CATEGORICAL AID</b>	<b>792,766</b>	<b>611,176</b>	<b>601,963</b>	<b>639,020</b>	<b>644,190</b>	<b>5,170</b>
39150	TRANS FR GEN FUND	(258)	-	-	-	-	-
	<b>FUND BALANCE AND TRANSFERS</b>	<b>(258)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>TOTAL TITLE 1 FUND</b>	<b>792,508</b>	<b>611,176</b>	<b>601,963</b>	<b>639,020</b>	<b>644,190</b>	<b>5,170</b>

## Title 1 Expenditure:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>School - Title 1:</b>							
516112	Elementary	777,506	611,176	602,703	639,020	644,190	5,170
	<b>Total Title 1</b>	<b>777,506</b>	<b>611,176</b>	<b>602,703</b>	<b>639,020</b>	<b>644,190</b>	<b>5,170</b>

## Café Revenue:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
ACCOUNT	TITLE	RECEIPTS	RECEIPTS	RECEIPTS	ADOPTED	ADOPTED	INCREASE (DECREASE)
0540-10-506-0000	CAFETERIA	1,311,985	1,204,079	1,107,374	1,309,300	1,290,000	(19,300)
	<b>CHARGES FOR SERVICES</b>	<b>1,311,985</b>	<b>1,204,079</b>	<b>1,107,374</b>	<b>1,309,300</b>	<b>1,290,000</b>	<b>(19,300)</b>
0540-20-000-0000	STATE SCHOOL FOOD PROGRAM	48,445	46,060	45,489	47,000	47,000	-
	<b>STATE CATEGORICAL AID</b>	<b>48,445</b>	<b>46,060</b>	<b>45,489</b>	<b>47,000</b>	<b>47,000</b>	<b>-</b>
0540-30-000-0000	SCHOOL FOOD PROGRAM	1,244,802	1,319,031	1,298,933	1,300,000	1,300,000	-
0540-30-000-0000	FEDERAL FOOD COMMODITIES	160,858	250,000	202,678	240,000	240,000	-
	<b>FEDERAL CATEGORICAL AID</b>	<b>1,405,660</b>	<b>1,569,031</b>	<b>1,501,611</b>	<b>1,540,000</b>	<b>1,540,000</b>	<b>-</b>
34999	FUND BALANCE	-	-	-	25,000	36,787	11,787
39158	TRANS FROM SCH OPER FUND	40,500	-	-	-	-	-
	<b>FUND BALANCE AND TRANSFERS</b>	<b>40,500</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>36,787</b>	<b>11,787</b>
	<b>TOTAL SCHOOL CAFETERIA FUND</b>	<b>2,806,590</b>	<b>2,819,169</b>	<b>2,654,475</b>	<b>2,921,300</b>	<b>2,913,787</b>	<b>(7,513)</b>

## Café Expenditures:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>School Cafeteria:</b>							
<a href="#">546419</a>	Cafeteria Operations	2,622,809	2,811,558	2,513,233	2,921,300	2,913,787	(7,513)
	<b>Total School Cafeteria</b>	<b>2,622,809</b>	<b>2,811,558</b>	<b>2,513,233</b>	<b>2,921,300</b>	<b>2,913,787</b>	<b>(7,513)</b>

# CAPITAL IMPROVEMENTS PROGRAM

## SUMMARY

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The Planning Commission approved the Capital Improvement Plan Committee's recommendation of the Capital Improvement Plan (CIP) for Fiscal Years 2016- 2025. FY2016 is the second year the County has planned for a 10-year CIP process.

The process began in the fall of 2014 with a "Drive Around the County". Each of the committee members were invited to spend a day touring the County. The places visited during this drive included past, present and future project sites. The Committee began meeting in January of 2015 and met several evenings listening to presentations of capital project ideas. The final recommendation of the Committee was approved by the Planning Commission on February 23, 2015, and now to the Board of Supervisors for adoption with the Fiscal Year 2016 budget. The projects, as proposed, will appear before the Board on a case by case basis.

County department directors, school administrators, and elected officials submitted over \$122 million in capital improvements to be considered by the Committee. Over the course of several meetings, the Committee reviewed these requests and heard testimonies of several of the requestors regarding the proposed projects. The Committee also considered the current and projected financial status of the County and the Comprehensive Plan during their discussions.

This Capital Improvements Plan includes the following projects and recommendations:

- Appropriating, as part of the County's FY2015-2016 budget, capital improvement funds of \$296,562. This amount includes:
  - \$56,500 Body Worn Cameras
  - \$61,769 Beazley Renovation
  - \$80,000 Community Center Parking Lot
  - \$64,600 Community Playground Replacements
  - \$30,000 Food Bank Roof Replacement
- Recommending FY16 debt issuance and appropriation:
  - \$1,900,000 Courthouse Renovations
  - \$1,500,000 Roofing at PGHS & Beazley
- Recommending \$35,797,216 of capital improvements projects for Fiscal Years 2017 through Fiscal Year 2025. These projects include the following:  
**FY2017**
  - \$379,000 Human Services Roof Refurbish
  - \$212,833 Walton Elementary Renovations

- \$56,000 Food Bank/RCJA Roof Refurbish

**FY2018**

- \$3,062,608 South/Harrison School Renovations

**FY2019 – FY2020**

- \$20,000,000 – Radio Replacement

**FY2021**

- \$814,000 Carson Substation
- \$980,000 Scott Park Utilities Expansion Project

**FY2022**

- \$1,672,500 James River Drive Fire & EMS Station
- \$72,386 Prince George Central Wellness Center Parking Lot
- \$83,000 Fuel Canopy/Dispenser Replacement
- \$64,600 Subdivision Playgrounds

**FY2023**

- \$5,115,000 Prince George Fire Station - New

**FY2024**

- \$2,495,000 Jefferson Park Relocation
- \$500,000 Turf Grass

**FY2025**

- \$203,839 Turf Grass
- \$86,450 Amphitheater Seating

The Committee recommends the Heavy Equipment Garage and Fleet Garage Bay Expansion projects to go to a Committee appointed by the County in order to determine the exact nature of the needs represented by both county and school systems.

The Committee did not recommend a replacement for the Prince George High School as the school division has developed a committee to work with a consultant in order to determine what type of school is required. This determination will have much impact on the expense of the project as well as the priority. The Committee looks forward to hearing more from the committee at the next session of the CIP.

The Committee recognizes the need for continued capital improvements planning to avoid capital improvements by catastrophe, and to ensure the future financial stability and beneficial development of Prince George County.

## *INTRODUCTION*

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As part of the development of the Prince George County Fiscal Year 2004 operating budget, County staff proposed the creation of a formal Capital Improvement Project review process to create a Capital Improvements Plan (CIP) for adoption by the County Board of Supervisors. The CIP would serve as the basis for appropriations to the newly created County Capital Improvements Fund and the existing School Construction and Utilities Construction Funds. The Board of Supervisors endorsed the idea, and during the fall of 2003, County staff formed a committee to plan the process for development of the CIP.

Fiscal year 2005 was the first year Prince George County implemented a formally adopted Capital Improvement Plan that was developed by a Capital Improvement Plan (CIP) Committee, endorsed by the Planning Commission, and adopted by the Board of Supervisors. Projects in the first year of that plan were appropriated to their respective capital improvement project funds during the FY2005 budget process.

The CIP was adopted in Fiscal Years 2006, 2007 and 2008. The CIP Committee met and recommended a plan to the Planning Commission for the fiscal year 2009. The Planning Commission approved the plan, passing it to the Board of Supervisors for adoption. The CIP plan was not adopted by the Board of Supervisors at that time due to the difficult economic times that paralyzed many localities. No formal CIP was held or adopted for fiscal year 2010.

The Fiscal Year 2013 CIP was adopted by the Board of Supervisors; however no funds were appropriated to the recommended projects. The Fiscal Year 2014 CIP was adopted. The Board followed the CIP Recommendations for the immediate replacement of the Temple Playgrounds and the replacement of the County Administration Phone System during the Fiscal Year 2013 budget. The Fiscal Year 2014 budget appropriated \$535,000 for the Prince George High School Tennis Courts, \$160,000 for the Temple Field Lights, \$150,000 for Disputanta Volunteer Station Renovations and \$75,000 for the Commonwealth Attorney's Software. The Carson Fire Station Relocation and the Courthouse HVAC upgrades were both financed and started in Fiscal Year 2015.

The FY2016-2025 plan has been developed in generally the same manner as in past years. The CIP Committee, chaired by a member of the Planning Commission, consisted of a member of the Board of Supervisors, a member of the School Board, two members of the Planning Commission, a member of the Fire Chiefs Committee and three citizen members. A listing of the members of the Committee is included in an appendix to this document (Appendix A).

### *SCOPE OF WORK*

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The CIP Committee was charged with proposing a Capital Improvements Plan to the Planning Commission for review and a recommendation to the Board of Supervisors. The ultimate approval of the CIP rests with the Board of Supervisors.

The Committee not only reviewed specific projects for the Plan, but also discussed at length the issues and factors impacting the development of the CIP. Specifically, the Committee reviewed the County's capacity for issuing new debt over the period of the CIP, discussed funding alternatives for capital projects including the possibility of obtaining grant funds. The FY2016-2025 CIP was analyzed by Davenport & Company, the County's Financial Advisor, for affordability of this proposed CIP and made recommendations for financing the projects included in this proposal while adhering to the County's financial policies.

While attempting to stay within the limitations of the County's formally adopted financial policies as well as preventing a burden on the general fund by use of transfers, the Committee narrowed the list of projects to be funded in the upcoming fiscal year.

While the proposed projects discussed below are the results of the deliberations of this Committee, the Committee wishes to emphasize the need for continued discussion of capital project funding, maintenance of facilities, cost estimates of future projects, and other capital related issues, and submits the recommendations related to those topics as an integral part of this report. To support this concern, the Committee has requested that in the Fiscal Year 2016 budget, the County and School Board include funding for maintenance items. The Committee is committed to funding "capital" projects and urges the County and School Boards to put an emphasis on maintenance in order to avoid catastrophic capital improvement needs.

## *FUNDING*

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A critical component of any Capital Improvements Plan is the availability of funding for these large expenditures. There are generally six sources of funding for Capital Improvement Projects: Debt or lease-purchase agreements, grants, transfers from the general fund, existing fund balances, or cash proffers.

Debt, in the form of general obligation notes, bonds, or lease-purchase agreements, is the most common way to pay for large capital improvement projects. While Prince George residents voted in 1985 to allow the County to issue debt without a public referendum, the Prince George Board of Supervisors have adhered to debt limits to keep the level of outstanding debt and debt service affordable within the current tax structure. To maintain an affordable level of debt, the Board of Supervisors adopted formal Financial Policies in November 2006, and later amended the policies in 2014 (Appendix B). The Finance Director worked with Davenport & Company to perform an analysis on the required ratios and provided the CIP Committee with a debt funding strategy that was in-line with the Financial Policies.

The CIP as proposed in this document assumes the issuance of \$3,400,000 for Courthouse Renovations and Prince George High School and Beazley Roof Replacements. Also, recommended is cash funding of the Body Worn Cameras for the Police Department and Beazley Renovations.

The Board of Supervisors may choose to use general, capital or other fund balances in excess of established limits to pay for one-time capital improvements. Excess fund balance is not a good source of funds for ongoing expenditures, but they can be responsibly used for one-time capital projects, as long as enough fund balance remains in the general fund to meet the minimums adhered to by the Board of Supervisors, and that all cash flow concerns have been addressed prior to the appropriation of these funds.

Transfers from the General Fund of the County are often used to pay for smaller capital projects. An amount equal to the expected cost of capital projects to be funded through general fund transfer is budgeted as part of the operating budget of the County.

Some revenue sources are dedicated to a particular purpose, and capital projects in these areas, such as utilities facilities and land purchased for economic development, must come from the revenues provided for that function. It would be inappropriate to use general funds for utilities infrastructure, unless the infrastructure is directly attributable to a general government

purpose (growth management, economic development, etc.). Debt issued for these types of projects should be serviced (interest and principal payments) from the related operating fund.

Finally, cash proffers are a potential source of funds for capital projects necessitated by the County's growth. Cash proffers are voluntary payments by developers seeking rezoning on a parcel, proffered to mitigate the impacts of new residents on the County's public facilities. Projects to be financed through cash proffers are identified in this report.

Fiscal year 2016, the Board of Supervisors appropriated funds for body worn cameras, Community Center parking lot, Central Wellness Center parking lot, community playgrounds and Food Bank roof repairs. Details regarding the specific projects are in the pages to follow.

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Capital Projects Fund:</b>							
3100	Technical Upgrades	-	59,432	-	-	-	-
3102	Financial System Replacement	349,245	427,941	470,487	-	-	-
3103	Police Vehicles	238,159	272,858	238,142	-	-	-
3104	Fire/EMS Apparatus Reserve	-	596,889	37,002	238,000	-	(238,000)
3105	Building Inspector Software	15,911	7,612	788	-	-	-
3106	Adoption Center	1,688,924	373,481	-	-	-	-
3107	Public Safety Building Renovations	87,550	24,814	31,860	-	-	-
3108	Riverside Park Access Road	42,368	4,025	1,224	-	-	-
3109	Courthouse Area Library	54,460	-	17,099	-	-	-
3110	Other Capital Projects	67,189	410,662	32,271	-	-	-
	Crosspointe Center	326,957	664,336	3,160,841	-	-	-
3111	Crosspointe Centre Dev	17,496	402,623	-	-	-	-
3112	Crosspointe Centre DMZ	115,964	700	2,014	-	-	-
3113	Crosspointe Centre Roads	(478,409)	5,798	1,756,951	-	-	-
3114	Crosspointe Centre Util	17,218	19,693	-	-	-	-
3115	Crosspointe Centre Strm Wtr	13,509	-	-	-	-	-
3116	Crosspointe Centre S/R Site	-	167,200	-	-	-	-
3117	CCAM Site Development	641,180	-	-	-	-	-
3118	Crosspointe Site Pads	-	68,323	1,401,877	-	-	-
3119	Carson Fire Station	-	300	180,990	-	-	-
3120	Human Services Building	-	102,199	688,448	-	-	-
3121	Scott Park Trailer	-	72,000	-	-	-	-
3122	Scott Park Restroom	-	30,556	-	-	-	-
3123	Commonwealth Attorney	-	12,588	-	-	-	-
3124	Crew Building Improvements	-	132,223	34,314	-	-	-
3125	Disputanta Renovation	-	9,000	168,939	-	-	-
3126	Temple Field Lights	-	-	153,429	-	-	-
3127	PGHS Tennis Courts	-	-	555,986	-	-	-
3128	North 2nd Fitness Room	-	-	39,996	-	-	-
3129	Scott Fields	-	-	329,962	-	-	-
3130	School Transportation Building	-	-	425,000	-	-	-
3116101	New Elementary School	25,000	-	-	-	-	-
	Body Worn Cameras	-	-	-	-	56,500	56,500
	Community Center Parking Lot	-	-	-	-	80,000	80,000
	Central Wellness Center Parking Lot	-	-	-	-	65,460	65,460
	Ampitheater Seating	-	-	-	-	-	-
	Community Playgrounds	-	-	-	-	64,600	64,600
	Food Bank Roof	-	-	-	-	30,000	30,000
	<b>Total Capital Projects</b>	<b>2,895,764</b>	<b>3,200,916</b>	<b>6,566,777</b>	<b>238,000</b>	<b>296,560</b>	<b>58,560</b>



**PROPOSED PROJECTS**

County and School Board staff submitted twenty-one projects for consideration in the Capital Improvements Plan. The Committee heard testimonies from several staff members regarding several proposed projects. A complete listing of the proposed projects is below:

Project	Amount
Courthouse Renovations	\$ 1,900,000
Roofing at PGHS & Beazley	\$ 1,500,000
Human Services Roof Refurbish	\$ 379,000
Body Worn Cameras	\$ 56,500
Beazley Renovation	\$ 61,769
South/Harrison Elementary Renovations	\$ 3,062,608
Walton Elementary Renovations	\$ 212,833
Food Bank/RCJA Roof Refurbish	\$ 86,000
Radio Replacement - Police	\$ 20,000,000
Carson Sub-Station	\$ 814,000
Scott Park Extension Project	\$ 980,000
James River Drive Fire & EMS Station	\$ 1,672,500
Community Center Parking Lot	\$ 79,516
Old Moore Parking Lot	\$ 72,386
Fuel Canopy/Dispenser Replacement	\$ 83,000
Prince George Fire Station - New	\$ 5,115,000
Subdivision Playground Replacements	\$ 129,200
Jefferson Park Relocation	\$ 2,495,000
Turf Grass	\$ 703,839
Ampitheater Seating	\$ 86,450

**RECOMMENDATIONS**

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**Projects recommended for funding in Fiscal Year 2015-16**

This Capital Improvements Plan includes the appropriation of funding in Fiscal Year 2016 for the following projects:

- \$80,000 Community Center Parking Lot
- \$64,600 Community Playgrounds
- \$56,500 Body Worn Cameras
- \$30,000 Food Bank Roof

Recommending to be debt funded and appropriated in FY2015-2016

- \$1,900,000 Courthouse Renovations
- \$1,500,000 Roofing at PGHS & Beazley

**Projects approved for consideration in Fiscal Years 2017-2025**

In addition to those listed above, the Committee wishes to recommend the approval of the following projects for inclusion in the FY2017-FY2025 Capital Improvements Plan:

**FY2017**

- \$379,000 Human Services Roof Refurbish
- \$212,833 Walton Elementary Renovations
- \$56,000 Food Bank/RCJA Roof Refurbish

**FY2018**

- \$3,062,608 South/Harrison School Renovations

**FY2019 – FY2020**

- \$20,000,000 – Radio Replacement

**FY2021**

- \$814,000 Carson Substation
- \$980,000 Scott Park Utilities Expansion Project

**FY2022**

- \$1,672,500 James River Drive Fire & EMS Station
- \$72,386 Prince George Central Wellness Center Parking Lot
- \$83,000 Fuel Canopy/Dispenser Replacement
- \$56,500 Subdivision Playgrounds

**FY2023**

- \$5,115,000 Prince George Fire Station - New

**FY2024**

- \$2,495,000 Jefferson Park Relocation
- \$500,000 Turf Grass

**FY2025**

- \$203,839 Turf Grass
- \$86,450 Amphitheater Seating

The Committee recommends the Heavy Equipment Garage and Fleet Garage Bay Expansion projects to go to a Committee appointed by the County in order to determine the exact nature of the needs represented by both county and school systems.

The Committee did not recommend a replacement for the Prince George High School as the school division has developed a committee to work with a consultant in order to determine what type of school is required. This determination will have much impact on the expense of the project as well as the priority. The Committee looks forward to hearing more from the committee at the next session of the CIP.

**Projects to be included in the operating budget**

The consensus of the CIP committee was that some recurring capital costs, such as the appropriations for the Fire and EMS Apparatus Fund, police vehicles and maintenance should be budgeted as operating expenditures. These items should not “compete” in the CIP process with other one-time capital expenditures. The Committee agrees that the proper accounting for these costs would be in the County’s capital projects fund, where if not spent during the fiscal year the appropriation will not expire. The Committee felt, however, that these projects stood on their own and did not need to be reconsidered by the Committee every year. The Committee recommends the County continue setting aside funds in the operating budget for Fire & EMS apparatus, police vehicles, maintenance and undesignated capital projects.

## Body Worn Cameras

### Project Description:

This project includes the purchase of 40 body worn cameras for all of its Patrol Officers, School Resource Officers and Vice Officers. The cameras will enable Officers to record video from their point of view day or night. The system will provide evidence that can protect the Officer and County from high liability issues.

### Project Justification:

This technology has the ability to provide unbiased facts. Video images are compelling, persuasive and unforgettable. The equipment will enable to the Officer to show the entire event from his or her perspective.

### Impact if Project not Completed:

There is a risk of not staying up to date with technology may place an Officer in danger if not pursued.

### Financing:

The estimated total cost of the cameras is \$56,500. The Committee recommends staff to research possible grant opportunities in order to purchase the cameras. An annual maintenance agreement will be required estimated to cost the County \$5,000 and will be appropriated in the Police Department's annual budget.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$56,500					\$56,500

# Food Bank

## Project Description:

Refurbish approximately 2,800 square feet of existing metal roof panels. The age of the existing roof panels is unknown. An inspection of the panels was performed in May of 2014 by a representative of the Garland Company. The inspection revealed a deterioration of the roof coating and recommends an "overlay" coating/refurbishment of the roof. With the coating of the roof, the life expectancy will be extended by an estimated term of 15 years.

## Project Justification:

Extend life of existing roof to prevent a total tear-off and replacement.

## Impact if Project not Completed:

Continued deterioration that will result in roof leaks that will impact facility infrastructure and will result in a roof tear-off and replacement.

## Financing:

The estimated total cost of the roof refurbishment is \$30,000. The recommendation is to cash fund this project through the use of fund balance in excess of the fund balance policy minimum. No annual operating expenses are expected once this project is complete.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$30,000					\$30,000

# Community Center Parking Lot

## Project Description:

The Community Center currently has only 17 parking slots, with two additional handicapped slots. The department is requesting the construction of an approximately 1,900 square foot parking area to be built in the open area between the existing lot and Old Stage Road. The new parking slab would accommodate over 50 new spaces.

## Project Justification:

The Center is utilized throughout the year for numerous activities, special events and classes. The exercise facility has enrolled over 1,400 members since its opening in January 2013. Often the available parking spaces are full and participants park up and down the entrance roads.

## Impact if Project not Completed:

The Community Center will have problems housing large events or several activities/classes at one time. Not completing the project would limit future program expansion and/or force participants to park in unmarked areas.

## Financing:

This project is currently estimated to cost \$80,000 and is recommended to be paid for through the use of fund balance in FY16. No annual operating expenses are expected once this project is complete.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$80,000					\$80,000

## Subdivision Playgrounds

### Project Description:

The listed playgrounds are a minimum of 20 years old. The life expectancy of a wooden structure is generally 10-15 years. The playground equipment are the wooden style, with the exception of Rivers Edge which currently only has a set of metal swings. Given the age of the equipment, it does not meet many of the current accepted playground standards. Each site is categorized as a "neighborhood park" which serves the surrounding sub-division.

### Project Justification:

The structures are well past their recommended manufacturer life expectancy and need to be replaced before becoming unsafe.

### Impact if Project not Completed:

Each park is utilized by the youth throughout the listed neighborhood. Not replacing the equipment may eventually become a liability issue and will limit the number of safe, recreational outlets for County youth.

### Financing:

This project is currently estimated to cost \$65,600 and is recommended to be paid for through the use of fund balance in FY16. No annual operating expenses are expected once this project is complete.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$65,600	\$65,600

# Courthouse Renovations

## Project Description:

The construction of a Juvenile & Domestic Relations Courtroom, 6<sup>th</sup> District Court Services Unit office space and added prisoner holding cells in the unfinished basement level of the courthouse.

## Project Justification:

In the 6<sup>th</sup> Judicial Circuit which includes Greenville, Emporia, Brunswick, Surry, Sussex and Hopewell our jurisdiction accounts for 22% of the Juvenile and Domestic Relations (JDR) Court work load. However, the Juvenile Court judges must schedule around our jurisdiction because we are the only locality in the 6<sup>th</sup> District that does not have a separate JDR Courtroom and a General District Courtroom. The addition of a JDR Courtroom would allow us to have General District Court as well as JDR court in session at the same time.

There is a great need for prisoner holding cells. Currently, there are four cells. At times there have been twenty-seven prisoners in one day for court. There are restrictions on mixing juveniles, adult males and adult females which makes heavy court days difficult to manage.

The 6<sup>th</sup> District Court Services unit is now renting office space from a private entity. There could be office space available through this project.

## Impact if Project not Completed:

The growth of the County as well as the Fort Lee Base Expansion has meant more of a caseload for the JDR Court. Ft Lee uses the JDR court for all its domestic relations court cases such as support, custody, visitation and protective order hearings. Without separate courtrooms in the near future this could impact the citizens of the County with a longer time period getting into court as well as spending more time in court with longer dockets.

## Financing:

This project is currently estimated to cost \$1,900,000. The project is slated to be debt financed in FY2016. No additional operating expenses are expected once this project is complete.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$1,900,000					\$1,900,000



# Prince George High School and L.L. Beazley Elementary School Roof

## Project Description:

This project replaces a portion of the roof at the Prince George High School and L.L. Beazley Elementary School.

## Project Justification:

The majority of the roofing on the Prince George High School and L.L. Beazley Elementary School are out of warranty and are now showing age and experiencing standing water and leaks. There are two layers of roofing on each.

## Impact if Project not Completed:

If the failing roofs are not attended to there will be more leaks and water penetration into the buildings. This will create costly structural problems, health concerns and may constitute Building Code violation.

## Financing:

This project will be funded through the issues of general obligation bonds. No annual operating expenses are expected once this project is complete.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$1,500,000					\$1,500,000

## Beazley School Renovations

### Project Description:

This project includes retrofitting of bathrooms, laboratories and fixtures installed in 1964.

### Project Justification:

Replacement parts are not available, thus plumbing upgrades are needed.

### Impact if Project not Completed:

Increased water and sewage costs due to leaks.

### Financing:

The estimated total cost of these renovations is \$61,769. The project was referred to the School Board in FY14 for immediate action to be taken on these maintenance needs. The Committee again refers the project to the School Board to address the concerns.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
\$61,769					\$61,769

# Human Services Roof Refurbish

## Project Description:

Refurbish approximately 34,000 square feet of existing metal roof panels. The existing roof was installed as a component of the facility construction in 1988. The age of the panels is 26 years. An inspection of the panels was performed in May of 2014 by a representative of the Garland Company. The inspection revealed a deterioration of the roof coating and recommends an "overlay" coating/refurbishment of the roof. With the coating of the roof, the life expectancy will be extended by an estimated term of 15 years.

## Project Justification:

Extend life of existing roof to prevent a total tear-off and replacement.

## Impact if Project not Completed:

Continued deterioration that will result in roof leaks that will impact facility infrastructure and will result in a roof tear-off and replacement.

## Financing:

The estimated total cost of the roof refurbishment is \$379,000. The recommendation is to cash fund this project through the use of fund balance in excess of the fund balance policy minimum.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
	\$379,000				\$379,000

# Walton School Renovation

## Project Description:

This project includes new windows, casework, doors and hardware which were not included in the 2003 renovation.

## Project Justification:

To update and modernize area and make them more energy efficient.

## Impact if Project not Completed:

The building will continue to deteriorate and pose maintenance issues and increased energy costs.

## Financing:

The estimated total cost of these renovations is \$212,833. The recommendation is to cash fund this project through the use of fund balance in excess of the fund balance policy minimum.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
	\$212,833				\$212,833

## RCJA Roof Refurbish

### Project Description:

Refurbish approximately 6,050 square feet of existing metal roof panels. The age of the existing roof panels is unknown. An inspection of the panels was performed in May of 2014 by a representative of the Garland Company. The inspection revealed a deterioration of the roof coating and recommends an "overlay" coating/refurbishment of the roof. With the coating of the roof, the life expectancy will be extended by an estimated term of 15 years.

### Project Justification:

Extend life of existing roof to prevent a total tear-off and replacement.

### Impact if Project not Completed:

Continued deterioration that will result in roof leaks that will impact facility infrastructure and will result in a roof tear-off and replacement.

### Financing:

The estimated total cost of the roof refurbishment is \$56,000. The recommendation is to cash fund this project through the use of fund balance in excess of the fund balance policy minimum.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
	\$56,000				\$56,000

## South/Harrison Elementary

### Project Description:

This project would replace the current windows, floors, casework, plumbing fixtures, doors and hardware which were not included in the 2003 renovations.

### Project Justification:

To update/modernize areas that were not included in the 2003 renovations.

### Impact if Project not Completed:

There would be continued deterioration of aging items/fixtures.

### Financing:

The current estimated cost is \$3,062,608. This amount is included in this proposed CIP and funded through debt issued in FY2018.

					TOTAL
					PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
		\$3,062,608			\$3,062,608

# Radio Replacement - Police

## Project Description:

Replacement of the County public safety radio system.

## Project Justification:

To ensure continued quality radio coverage. Increase and expand interoperability with other agencies. Current system will reach end of life with repair not guaranteed.

## Impact if Project not Completed:

Interoperability will become increasingly difficult as other agencies that we interact with move forward with replacement. The County's equipment will become antiquated with limited usage as the system approaches end of life. Replacement parts will also become increasingly difficult if not impossible to find. In the event of any portion of the system failing, repair will more than likely not be an option. This has an impact on public safety personnel and potentially the safety of the public,

## Financing:

The current estimated cost for the replacement is \$20.0 million and is scheduled to be completed with the issuance of debt service in the amount of \$10.0 million each year for fiscal years 2019 and 2020.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
			\$10,000,000	\$10,000,000	\$20,000,000

# Renovation of Carson Substation

## Project Description:

This project provides funding to build an additional space to house essential personnel allowing us to meet the increasing calls generated in this service area. The project includes minor site work, remodeling of existing structure and constructing an estimated 5,000 square foot in additional building space. The facility will include an additional bay for an ambulance based on future needs and much needed living conditions to meet future staffing needs. The station will house a quint, reserve tanker, brush unit and an ambulance.

## Project Justification:

In order for us to meet critical response times, it is imperative that the Carson Substation is modified to house essential personnel and apparatus. Such improvement will allow for quicker response to the increasing fire and emergency medical calls we are experiencing with normal county growth.

## Impact if Project not Completed:

Inability to house essential personnel and apparatus to meet future growth needs and increased emergency response calls in this service area will drastically impact public safety and quality of life.

## Financing:

The upgrade is scheduled to be performed with other projects in FY21 through debt funding.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$814,000	\$814,000



# Scott Park Utilities Expansion

## Project Description:

Installation of site utilizes to the park expansion including electrical service, water and sewer. Also included in the scope is the completion of the rectangular fields, parking area, adding restrooms, concession building, fencing, bleachers and walkways.

## Project Justification:

The property is designated for the future growth needs of the County with respect to County's services, buildings, and recreation. We can have 6-7 rectangular fields, 3-4 softball and baseball fields, a variety of hiking trails, and there can be playgrounds, dog parks, mountain bike trails, disk golf, fishing, pavilions, and concession stands. There is room for a maintenance yard and picnic shelters. The park will be a great resource for citizens in the local Parks & Rec. community who have kids who play sports, families and seniors who enjoy walking, fishing and bird watching, sport enthusiasts and bikers. It will also provide for future government needs by providing land for additional facilities and expansions such as a school, equipment garage or other government building.

## Impact if Project not Completed:

The County's Parks & Rec. department has seen recent increases in enrollment for multiple sports. Currently there are not enough fields to handle the demands of the community. Soccer and football have to be played in the outfields of softball and baseball fields, resulting in the deterioration of the fields. In addition, new types of recreational activities cannot be offered if additional space/land is not developed. The County desires to have a central, planned location for future growth needs including facilities and recreational needs.

## Financing:

The upgrade is scheduled to be performed in FY21 at an estimated cost of \$980,000.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$980,000	\$980,000

# James River Drive Fire & EMS Station

## Project Description:

The Director of Fire and EMS was charged by the Board of Supervisors and County Administration to conduct a study on future fire station needs and locations. This study was completed in December, 2013. The results of the study identified several locations in which a Fire and EMS station needs to be located in the future. Several citizens from the Rivers Edge Subdivision have expressed the need for a Fire and EMS station located closer to their area. Developers have been working with staff to secure a site for the station to be constructed.

## Project Justification:

After the insurance industry changed its practice on underwriting homeowners policies, several citizens have seen an increase of up to 150% of their previous cost for fire insurance. This issue coupled with long response times in higher populated areas as well as areas in which future development plans are underway, and fatalities resulting from structural fires has prompted action.

## Impact if Project not Completed:

If not completed, the result will be an inability to house essential personnel and resources in areas with higher call volumes. The inability to house essential personnel and resources will result in long response times from other stations.

## Financing:

The new fire station is scheduled to be constructed with funds from a debt issuance in FY22.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$1,672,500	\$1,672,500

# Prince George Central Wellness Center Parking Lot

## Project Description:

The County took ownership of the "Old Moore" building and has started to use the facility for football practices and is working to develop the grounds and the building. Parking is currently limited. This project will accommodate over 50 vehicles.

## Project Justification:

The use of the lighted field and building will continue to expand, along with the need for parking spaces. The requested parking will provide an additional 50+ spaces for participants.

## Impact if Project not Completed:

Not completing the project would limit future program expansion and/or force participants to park in unmarked areas.

## Financing:

This project is currently estimated to cost \$72,386 and is recommended to be paid for through the use of fund balance in FY22.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$72,386	\$72,386

# Fuel Canopy/Dispenser Replacement

## Project Description:

Replace canopy, fuel dispensers and support software for the County's fuel dispensing system.

## Project Justification:

The current canopy and fuel dispensers have been in place approximately 25 years. The canopy was used by a local business and donated to the County. The total age of the unit is not known. Due to metal deterioration, patches have been applied to the canopy from the underside. For safety considerations, the contractor will not apply additional patches from the top side. The dispensers are obsolete with new replacements parts no longer available. Mechanical failures require the research and requisitioning of used parts.

## Impact if Project not Completed:

Ability to provide apparatus and vehicle fuel for County and Public Safety vehicles.

## Financing:

This project is currently estimated to cost \$83,000 and is recommended to be paid for through the use of fund balance in FY22.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$83,000	\$83,000

## Subdivision Playgrounds

### Project Description:

The listed playgrounds are a minimum of 20 years old. The life expectancy of a wooden structure is generally 10-15 years. The playground equipment are the wooden style, with the exception of Rivers Edge which currently only has a set of metal swings. Given the age of the equipment, it does not meet many of the current accepted playground standards. Each site is categorized as a "neighborhood park" which serves the surrounding sub-division.

### Project Justification:

The structures are well past their recommended manufacturer life expectancy and need to be replaced before becoming unsafe.

### Impact if Project not Completed:

Each park is utilized by the youth throughout the listed neighborhood. Not replacing the equipment may eventually become a liability issue and will limit the number of safe, recreational outlets for County youth.

### Financing:

This project is currently estimated to cost \$65,600 and is recommended to be paid for through the use of fund balance in FY22.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$65,600	\$65,600

# Prince George Fire Station - New

## Project Description:

New Fire & EMS Station

## Project Justification:

Company 1 previously submitted \$1,000,000 in improvements to the existing facilities in previous capital improvement plans. However, we are pursuing a new facility to replace the 1968 building.

## Impact if Project not Completed:

Unable to meet the demands of the future.

## Financing:

This project is currently estimated be debt financed in FY23 at a cost of \$5,115,000.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$5,115,000	\$5,115,000

# Jefferson Park Fire Station Relocation

## Project Description:

This project would address the settling issues in the apparatus bay area, provide additional living space for future volunteer and/or career staffing and address safety issues exiting the station directly onto Jefferson Park Road.

Demolish the existing apparatus bay area and relocate it.

## Project Justification:

The Jefferson Park Fire Station has a long history of settling problems dating back to 1994 due to shrink-swell soil. Currently there is an engineering study being conducted to determine the best course of action for the station. The settling problem was addressed in 1994, 1998 and again in 2007.

## Impact if Project not Completed:

If not completed, the settling issue will continue to be a problem. The existing fire station will be unable to house essential personnel and apparatus to meet future growth needs and increased emergency response calls in the service areas will drastically impact public safety and quality of life. The likelihood of a vehicle crash will rise with additional traffic on Jefferson Park Road.

## Financing:

The project is slated to be debt financed in FY24 and is estimated to cost \$2,495,000. Cash proffers are also an anticipated source of funding for the renovation and expansion of a fire station, as the station will be larger than the existing station and designed to accommodate new growth in the County.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$2,495,000	\$2,495,000

# Turf Grass

## Project Description:

Prince George High School and Prince George Parks & Recreation use the athletic field behind N.B. Clements Junior High School for football and soccer. Continual use of the field prohibits growth of the grass and causes potholes for injuries.

## Project Justification:

The fields could be used at all hours without compromising the quality of the fields. The turf grass would eliminate the need of watering, seeding and fertilizing.

## Impact if Project not Completed:

There would be limited use due to VHSL activities and shared parks and recreation use.

## Financing:

This project is to be financed through a combination of fund and the use of cash proffers in FY24.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$703,839	\$703,839



# Amphitheater Seating

## Project Description:

The Appomattox River Regional Park houses an educational pavilion, purchased through a combination of grant and county funding. The pavilion currently has six picnic tables for seating. The 2002 ARRP Master Plan included the development of an educational facility to be used for outdoor education. The proposed amphitheater style seating would be built into the hill next to the educational pavilion and would be large enough to accommodate classrooms of school children or other visitors.

## Project Justification:

The proposed pavilion seating would better accommodate classrooms of school children or other visitors. The seating would also provide visitors a better vantage point to view presentations.

## Impact if Project not Completed:

The educational pavilion would continue to house picnic tables for seating, limiting participation and presentation visibility.

## Financing:

The estimated cost of the project is \$86,450 and would be financed through the use of fund balance in excess of the financial policy minimum. The project is scheduled for FY25.

					TOTAL
					Beyond PROJECT
FY 2016	FY2017	FY2018	FY2019	FY2020	COST
				\$86,450	\$86,450

## Comprehensive High School A&E

**Project Description:**

Prince George High School was constructed in 1976 with renovations in 1992 and 2001. The school was built for a capacity of 1,200 students in grades 9-12 and now has 1,352 students in grades 10-12. A new comprehensive high school with capacity to 2,000 would allow for grades 9-12 in one building plus expansion of career and technical and alternative education offerings.

This project is the architecture and engineering designs for the comprehensive high school.

**Project Justification:**

Construction of a new comprehensive high school would allow for future student growth with all credit offerings taught at one site. The existing high school site would be retrofitted to accommodate Beazley and Walton schools in a contained building.

**Impact if Project not Completed:**

Credit classes will continue to be offered at two sites with students walking to/from sites

The existing high school site limits expansion capabilities to include career and technical and alternative education services.

**Notes:** The Committee did not recommend a replacement for the Prince George High School as the school division has developed a committee to work with a consultant in order to determine what type of school is required. This determination will have much impact on the expense of the project as well as the priority. The Committee looks forward to hearing more from the committee at the next session of the CIP.

# Heavy Equipment Garage

**Project Description:**

This project is for the construction of a joint heavy equipment garage to service large vehicles of both the School System and the County. Heavy vehicles are defined as vehicles with a gross weight exceeding 10,000 pounds, such as fire trucks, ambulances, certain utility vehicles and school buses. It is anticipated that the building would be sited and designed to allow for expansion to handle light vehicles as well. The garage could be located behind the Prince George Education Center or on the Yancey Property.

**Project Justification:**

Currently the School System bus garage is inadequate to meet service demand. Additionally, it is poorly located on a major thoroughfare near the high and junior high schools. In addition to addressing the traffic safety concerns, relocation of this facility would free up space for a planned expansion of the high school. Finally, the County garage does not have a bay large enough to accommodate several of the fire trucks in the County's fleet.

**Impact if Project not Completed:**

Traffic concerns and inadequate facilities would continue at the existing bus garage. Service for County fire trucks would continue to be outsourced, and the planned expansion of the high school would be delayed, if not abandoned.

**Notes:** The Committee recommends the Heavy Equipment Garage project to go to a Committee appointed by the County in order to determine the exact nature of the needs represented by both county and school systems.

## CONCLUSION

The CIP Committee believes that Prince George is a growing and vibrant community, and will soon need additional services and facilities. Through the use of dedicated funding streams and future planning, the Committee hopes that the Capital Improvements Plan will maintain the current level of service for this growing locality and begin providing increased levels of service to the residents of Prince George.

The Committee recognizes the need for continued capital improvements planning to avoid “capital improvements by catastrophe”, and to ensure the future financial stability and beneficial development of Prince George County. The Committee wishes to reemphasize that this process, while unable to address every need, is critical for planning and gives a good foundation for future decision making. The representation on the Committee and the discussions by those members has provided an excellent opportunity for collaborative thinking and consensus.

In conclusion, the Committee would like to thank the Planning Commission, the School Board, and the Board of Supervisors for this opportunity to serve the citizens of Prince George County.

*Members of the FY2016-2025 CIP Committee:*

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Mr. Joseph Simmons, Committee Chairman, Planning Commission

Mr. James A. Easter, Committee Vice-Chairman, Planning Commission

Mr. Alan Carmichael, Board of Supervisors

Mr. Lewis Stevenson, School Board

Mr. Norman MacArthur, Fire Chiefs' Committee

Mr. Andrew Petik, Citizen Representative

Mr. Sid Hudson, Citizen Representative

Mr. Joe Howell, Citizen Representative

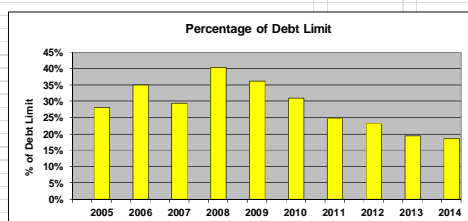
## DEBT SERVICE FUND

Pursuant to the Constitution of Virginia and the Public Finance Act, the County is authorized to issue general obligation bonds secured by a pledge of its full faith and credit. To pay the interest and principal on such bonds, the governing body is authorized and required to levy on all taxable property within the County such *ad valorem* taxes as may be necessary.

### Debt Limit

There is no legal debt limit for counties in Virginia since the issuance of all county general obligation debt is subject to referendum. The County does have a debt limit policy that is based on assessed value of real property. It is measured annually as shown below.

Computation of Legal Debt Margin Last Nine Fiscal Years										
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Net Assessed Value (real property)	\$ 2,326,263,407	\$ 1,817,175,853	\$ 2,097,317,560	\$ 2,401,201,261	\$ 2,578,538,090	\$ 2,612,645,192	\$ 2,495,701,100	\$ 2,487,439,800	\$ 2,681,754,200	\$ 2,696,913,000
Debt Limit (10% of Real Property Assessed Value)	232,626,341	181,717,585	209,731,756	240,120,126	257,853,809	261,264,519	249,570,110	248,743,980	268,175,420	269,691,300
Debt Applicable to Limit	65,329,996	63,725,145	61,809,058	97,219,609	93,305,559	81,069,795	61,444,362	57,382,063	52,045,149	49,821,255
Legal Debt Margin	\$ 167,296,345	\$ 117,992,440	\$ 147,922,698	\$ 142,900,517	\$ 164,548,250	\$ 180,194,724	\$ 188,125,748	\$ 191,361,917	\$ 216,130,271	\$ 219,870,045
Total net debt applicable to the limit as a percentage of debt limit	28.1%	35.1%	29.5%	40.5%	36.2%	31.0%	24.6%	23.1%	19.4%	18.5%



### Debt Policies

1. The County will confine long-term borrowing to capital improvement or projects that cannot be financed from current revenues except where approved justification is provided.
2. The County will utilize a balanced approach to capital funding utilizing debt financing, draws on capital reserves and/or fund balances in excess of policy targets, and current-year (pay-as-you-go) appropriations.
3. When the County finances capital improvements or other projects by issuing bonds or entering into capital leases, it will repay the debt within a period not to exceed the expected useful life of the project. Target debt ratios will be annually calculated and included in the review of financial trends.

4. Direct net debt as a percentage of estimated market value of taxable property should not exceed 3.5%. Direct net debt is defined as any and all debt that is tax-supported. This ratio will be measured annually.
5. The ratio of direct debt service expenditures as a percent of the total annual general fund expenditures net of interfund transfers and inclusive of the Prince George County School Board's expenditures should not exceed 10.0% with a targeted direct debt aggregate ten-year principal payout ratio of 55.0% or better for all tax supported debt. These ratios will be measured annually.
6. The County recognizes the importance of underlying and overlapping debt in analyzing financial condition. The County will regularly analyze total indebtedness including underlying and overlapping debt.
7. Where feasible, the County will explore the usage of special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
8. The County will only issue tax anticipation debt due to unforeseen circumstances and where cash flow projections identify an absolute need, and will retire any such tax anticipation debt annually. Bond anticipation debt will be retired within six months after completion of the project or upon availability of permanent financing.

#### *OUTSTANDING LONG-TERM DEBT OBLIGATIONS*

##### **School Related Debt**

<b>Issue</b>	<b>Issue Date</b>	<b>Retire Date</b>	<b>Original Issue</b>	<b>Balance as of 6/30/2014</b>
Series 1997 JEJ Moore	1997	07/15/2017	\$14,540,000	\$4,250,000
Series 1997-I JEJ Moore	1997	07/15/2017	\$3,843,528	\$939,993
Literary Fund Prince George High	1995	07/01/2015	\$1,000,000	\$50,000
Literary Fund Beazley Elementary	1995	07/01/2015	\$500,000	\$25,000
Literary Fund Walton Elementary	1995	07/01/2015	\$800,000	\$40,000
Series 2000 Clements, Walton, Beazley	2000	07/15/2020	\$18,437,000	\$6,613,814

Series 2005 VPSA Harrison	2005	07/15/2025	\$4,219,161	\$2,771,939
Series 2005 VPSA South	2005	07/15/2025	\$3,540,892	\$2,326,329
Series 2008 North Elementary	2008	02/01/2033	\$10,150,000	\$8,470,000
Series 2014 Prince George Tennis Courts	2014	02/01/2024	\$556,500	\$556,500

**General Government Debt**

<b>Issue</b>	<b>Issue Date</b>	<b>Retire Date</b>	<b>Original Issue</b>	<b>Balance as of 6/30/2014</b>
Series 2006 Fire Apparatus	2006	08/01/2019	\$1,819,400	\$623,700
Series 2010 Animal Services Center	2010	02/15/2025	\$1,650,000	\$1,280,000
Series 2012A Refunding 2004 Bonds	2012	02/01/2019	\$5,233,000	\$3,784,000
Series 2012B Refund 2003B and 2009 and Human Services Building Renovation	2012	02/01/2024	\$9,009,000	\$7,534,000
Series 2014A Temple Field Lights	2014	02/01/2024	\$386,500	\$386,500
Series 2014B Carson Fire Station	2014	02/01/2029	\$2,257,000	\$2,257,000
Series 2014C Courthouse HVAC Upgrades	2014	08/01/2024	\$1,218,000	\$1,218,000
Series 2014E Emergency Vehicles	2014	08/01/2019	\$1,625,000	\$1,625,000

**Stormwater Debt**

<b>Issue</b>	<b>Issue Date</b>	<b>Retire Date</b>	<b>Original Issue</b>	<b>Balance as of 6/30/2014</b>
Series 2014D Stormwater Projects	2014	08/01/2019	\$2,130,000	\$2,130,000

**Economic Development Debt**

<b>Issue</b>	<b>Issue Date</b>	<b>Retire Date</b>	<b>Original Issue</b>	<b>Balance as of 6/30/2014</b>
Series 2008 Crosspointe Center	2008	02/01/2038	\$7,350,000	\$6,930,000



**DEBT SERVICE FUNDING REQUIREMENTS**

Each year, the Operating Budget includes transfers from the General Fund to the Debt Service fund for the amount of debt service needed to be paid during the fiscal year. A summary of the FY 12 Actual, FY13 Actual, FY14 Actual, FY15 Adopted Budget, FY15 Expended Year To Date and FY16 Adopted Budget are shown below. The Stormwater Debt Service and Economic Development Debt Service is also planned to receive dedicated special revenue.

<b>Schools Debt Service</b>							
<b>Org.</b>	<b>Account Description</b>	<b>FY11-12 Expended</b>	<b>FY12-13 Expended</b>	<b>FY13-14 Expended</b>	<b>FY14-15 Adopted Budget</b>	<b>FY16 Adopted Budget</b>	<b>Increase (Decrease)</b>
0401-09-401-4001-	PROFESSIONAL SERVICES	2,000	1,500	500	2,000	2,000	-
0401-09-401-4001-	STATE LITERARY LOAN PRINCIPAL	115,000	115,000	115,000	115,000	115,000	-
0401-09-401-4001-	1997 VPSA BOND PRINCIPAL	840,000	885,000	930,000	980,000	1,035,000	55,000
0401-09-401-4001-	STATE LITERARY LOAN INTEREST	9,200	6,900	4,600	2,300	2,300	-
0401-09-401-4001-	1997 VPSA INTEREST	336,474	292,486	245,739	200,000	145,000	(55,000)
0401-09-401-4001-	1997 SUBSIDIZED INTEREST	76,385	65,728	54,665	44,000	31,500	(12,500)
0401-09-401-4001-	VPSA 2000 - INTEREST	438,561	399,078	358,691	320,000	272,000	(48,000)
0401-09-401-4001-	1997 SUBSIDIZED LOAN	206,115	211,772	217,836	224,332	231,175	6,843
0401-09-401-4001-	2000 VPSA - PRINCIPAL	760,094	788,262	817,119	846,703	877,048	30,345
0401-09-401-4001-	2005 VPSA PRINCIPAL	345,448	352,424	358,845	366,506	380,000	13,494
0401-09-401-4001-	2008A NORTH/CROSSPOINTE PRINCIPAL	280,000	290,000	295,000	305,000	315,000	10,000
0401-09-401-4001-	2005 VPSA INTEREST	295,565	278,651	262,291	245,000	226,000	(19,000)
0401-09-401-4001-	2008A NORTH/CROSSPOINTE INTEREST	376,881	367,206	365,000	355,000	345,000	(10,000)
0401-09-401-4001-	UTILITY FUND PRINCIPAL	-	-	-	123,279	125,757	2,478
0401-09-401-4001-	UTILITY FUND INTEREST	-	-	-	11,550	9,072	(2,478)
	SERIES 2014A PRINCIPAL	-	-	-	-	52,600	52,600
	SERIES 2014A INTEREST	-	-	-	-	11,100	11,100
		4,081,723	4,054,008	4,025,286	4,140,670	4,175,552	34,882

County Debt Service							
Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0401-09-401-4000-	PROFESSIONAL SERVICES	135,555	5,510	1,925	2,500	2,500	-
0401-09-401-4000-	DEBT INTEREST & ADMIN FEES	-	-	1,375	-	-	-
0401-09-401-4000-	BOND ISSUANCE COSTS	-	-	29,000	-	-	-
0401-09-401-4000-	REDEM SER 2009A LIB POL	3,415,000	-	-	-	-	-
0401-09-401-4000-	INTEREST SER 2009A LIB POL	172,481	-	-	-	-	-
0401-09-401-4000-	REDEM./2003B ADMIN BLDG	5,501,442	-	-	-	-	-
0401-09-401-4000-	2002 REF BONDS PRINCIPAL	603,750	634,375	660,625	-	-	-
0401-09-401-4000-	INTEREST/ 2004 NOTE	275,314	-	-	-	-	-
0401-09-401-4000-	REDEM./ 2004 NOTE	5,720,981	-	-	-	-	-
0401-09-401-4000-	INTEREST/2003B ADMIN BLDG	273,112	-	-	-	-	-
0401-09-401-4000-	2002 GO BONDS INTEREST	76,238	44,002	12,825	-	-	-
0401-09-401-4000-	2006B FIRE APP PRINCIPAL	177,200	184,400	191,900	199,700	207,800	8,100
0401-09-401-4000-	2006B FIRE APP INTEREST	43,365	36,110	28,600	16,900	12,740	(4,160)
0401-09-401-4000-	2010 ANIMAL SHELTER INTEREST	49,211	47,263	67,356	66,000	100,000	34,000
0401-09-401-4000-	2010 ANIMAL SHELTER PRINCIPAL	95,000	95,000	95,000	100,000	62,700	(37,300)
0401-09-401-4000-	2012A PRINCIPAL	-	730,000	719,000	731,000	744,000	13,000
0401-09-401-4000-	2012A INTEREST	-	64,497	76,551	65,000	52,000	(13,000)
0401-09-401-4000-	2012B PRINCIPAL	-	760,000	715,000	728,000	744,000	16,000
0401-09-401-4000-	2012B INTEREST	-	139,076	185,603	170,000	155,000	(15,000)
0401-09-401-4000-	BUREN PRINCIPAL	-	-	-	143,373	147,717	4,344
0401-09-401-4000-	BUREN INTEREST	-	-	-	15,000	10,656	(4,344)
0401-09-401-4000-	2014A INTEREST	-	-	-	20,000	8,000	(12,000)
0401-09-401-4000-	2014A PRINCIPAL	-	-	-	300,000	36,480	(263,520)
0401-09-401-4000-	2014B INTEREST	-	-	-	-	52,000	52,000
0401-09-401-4000-	2014B PRINCIPAL	-	-	-	-	131,000	131,000
0401-09-401-4000-	2014C INTEREST	-	-	-	-	27,000	27,000
0401-09-401-4000-	2014C PRINCIPAL	-	-	-	-	108,000	108,000
0401-09-401-4000-	2014E INTEREST	-	-	-	-	26,000	26,000
0401-09-401-4000-	2014E PRINCIPAL	-	-	-	-	178,000	178,000
		16,538,648	2,740,233	2,784,759	2,557,473	2,805,593	248,120

Economic Development Debt Service							
Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0401-09-401-2152-	2008A NORTH/SROSSPTE PRINCIPAL	84,000	90,000	100,000	105,000	180,000	75,000
0401-09-401-2152-	2008A NORTH/SROSSPTE INTEREST	300,000	297,724	289,956	292,000	288,320	(3,680)
		384,000	387,724	389,956	397,000	468,320	71,320

# WATER/SEWER FUND

The Prince George County Water and Sewer Department is charged with the service of providing water and wastewater services to the populated areas of the county.

- The Engineering and Utilities Department provides the following services:
- Handles inquiries pertaining to water and wastewater lines
- Handles future industrial and residential development inquiries
- Reviews site plan review for new commercial projects
- Administers capital improvement projects for utilities
- Handles water and wastewater utilities
- Responsible for new service and terminating service
- Handles inquiries for high water consumption
- Handles muddy water and low-pressure complaints
- Handles billing problems and water leaks
- Administers pumping stations, water systems and elevated storage tanks.

## Revenue:

ACCOUNT	TITLE	FY11-12 RECEIPTS	FY12-13 RECEIPTS	FY13-14 RECEIPTS	FY14-15 ADOPTED	FY15-16 ADOPTED	FY15-16 INCREASE (DECREASE)
0600-10-505-8111-00000-000-000-000-3151	INTEREST ON INVESTMENTS	-	-	12,770	-	-	-
0600-10-505-8112-00000-000-000-000-3152	RENTAL OF GEN. PROPERTY	54,466	54,438	47,560	45,300	52,000	6,700
<b>USE OF MONEY &amp; PROPERTY</b>		<b>54,466</b>	<b>54,438</b>	<b>60,330</b>	<b>45,300</b>	<b>52,000</b>	<b>6,700</b>
0600-10-506-8113-00000-000-000-000-3169	WATER SERVICE	1,453,398	1,426,762	1,362,921	1,400,000	1,530,000	130,000
0600-10-506-8113-00000-000-000-000-3169	SEWER SERVICE CHARGES	2,428,684	2,427,762	2,433,130	2,410,000	2,945,000	535,000
0600-10-506-8113-00000-000-000-000-3169	PENALTIES	44,346	45,895	45,035	50,000	50,000	-
0600-10-506-8113-00000-000-000-000-3169	RECONNECTION CHARGES	23,020	16,476	24,855	15,000	20,000	5,000
	CHARGES FOR INSPECTION	1,712	-	-	-	-	-
0600-10-506-8113-00000-000-000-000-3169	MISCELLANEOUS	33,033	26,869	35,312	28,000	28,000	-
0600-10-507-8115-00000-000-000-000-3189	MISCELLANEOUS REVENUE	-	22,204	-	-	-	-
0600-10-508-8114-00000-000-000-000-3169	WATER CONNECTION CHARGES	46,058	67,610	476,686	200,000	160,000	(40,000)
0600-10-508-8114-00000-000-000-000-3169	SEWER CONNECTION CHARGES	79,270	59,750	262,340	300,000	190,000	(110,000)
<b>CHARGES FOR SERVICES</b>		<b>4,109,521</b>	<b>4,093,328</b>	<b>4,640,279</b>	<b>4,403,000</b>	<b>4,923,000</b>	<b>520,000</b>
0600-40-900-8208-00000-000-000-000-3999	FUND BALANCE	-	-	-	962,260	11,134	(951,126)
0600-90-901-8207-00000-000-000-000-3991	TRANS.FR GEN FD/OPERATING	-	-	-	277,700	277,700	-
0600-90-901-8207-00000-000-000-000-3991	TRANS. FR. TOURISM FD	158,070	159,189	157,100	158,000	158,000	-
	CAPACITY RESERVES	-	-	-	-	1,334,000	1,334,000
	REHAB/REPL RESERVE	-	-	-	-	105,000	105,000
	CAPITAL RESERVE	-	-	-	1,300,000	179,640	(1,120,360)
	BOND CAPITAL IMPROVEMENTS	-	-	-	-	2,690,000	2,690,000
<b>FUND BALANCE AND TRANSFERS</b>		<b>158,070</b>	<b>159,189</b>	<b>157,100</b>	<b>2,697,960</b>	<b>4,755,474</b>	<b>2,057,514</b>
<b>TOTAL UTILITIES FUND</b>		<b>4,322,057</b>	<b>4,306,954</b>	<b>4,857,709</b>	<b>7,146,260</b>	<b>9,730,474</b>	<b>2,584,214</b>

## Expenditure:

		FY11-12	FY12-13	FY13-14	FY14-15	FY15-16	FY15-16
	Activity	Expended	Expended	Expended	Adopted Budget	Adopted Budget	Increase (Decrease)
<b>Water &amp; Sewer Fund:</b>							
7000	Utility Maintenance	3,389,305	2,973,679	3,387,400	1,066,572	1,126,072	59,500
7001	Utilities Payroll	712,428	691,227	837,786	897,990	1,053,214	155,224
7002	Capital Outlay- Operating	39,925	71,564	74,876	1,506,000	105,000	(1,401,000)
7003	Non- Operating Expense	130,859	130,839	130,921	150,000	1,354,000	1,204,000
7004	Water & Sewer Debt Fund	52,346	51,786	41,919	158,000	336,590	178,590
7005	Utility Maintenance Operations - SEV	-	-	-	1,620,000	1,615,000	(5,000)
7006	Utility Maintenance Operations - SEV	-	-	-	593,082	673,000	79,918
7007	Utility Maintenance Operations - WA	-	-	76,613	631,616	751,100	119,484
7008	Utility Maintenance Operations - WA	-	-	-	6,000	11,500	5,500
7009	Utility Maintenance Operations - WA	-	-	-	3,000	2,500	(500)
7010	Utility Maintenance Operations - WA	-	-	-	3,000	2,500	(500)
7011	Utility Maintenance Operations - WA	-	-	-	1,000	600	(400)
7012	Utility Maintenance Operations - WA	-	-	-	8,000	5,600	(2,400)
7013	Utility Maintenance Operations - WA	-	-	357	2,000	3,800	1,800
7014	Utility Capital Projects	128,069	-	-	-	2,690,000	2,690,000
	Transfer to Utility Capital Projects	-	-	-	500,000	-	(500,000)
	<b>Total W&amp;S</b>	<b>4,452,933</b>	<b>3,919,095</b>	<b>4,549,873</b>	<b>7,146,260</b>	<b>9,730,476</b>	<b>2,584,216</b>

*Utility Maintenance:*

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7000-	410632	UTIL MAINT WATER PUMPING STATI	640,883	548,205	505,253	-	-	-
0600-04-104-7000-	410633	UTIL MAINT WATER SERVICE	-	870	1,608	-	-	-
0600-04-104-7000-	420620	UTIL MAINT WATER PUMPING ELECT	8,201	7,127	818	-	-	-
0600-04-104-7000-	420631	UTIL MAINT POWER PURCH. FOR PU	47,057	32,916	25,257	-	-	-
0600-04-104-7000-	430620	UTIL MAINT WATER TREATMENT EXP	10,630	4,674	2,650	-	-	-
0600-04-104-7000-	43101	UTIL MAINT PROF SERVICES	-	-	-	22,400	15,000	(7,400)
0600-04-104-7000-	43120	UTIL MAINT ACNT & AUDIT SRVC	15,000	-	-	15,000	15,000	-
0600-04-104-7000-	43311	UTIL MAINT CONTRACT FEES/ADMIN	27,533	-	-	45,000	90,000	45,000
0600-04-104-7000-	43326	UTIL MAINT SANITATION SVC DUMP	-	-	-	480	480	-
0600-04-104-7000-	43600	ADVERTISING	-	-	1,320	1,000	1,300	300
0600-04-104-7000-	43611	UTIL MAINT FIRST AID/SAFETY	-	-	-	4,000	3,000	(1,000)
0600-04-104-7000-	440614	UTIL MAINT MAINT. HYDRANTS & A	-	-	135	-	-	-
0600-04-104-7000-	440620	UTIL MAINT WATER DISTRIBUTION	16,514	24,993	49,632	-	-	-
0600-04-104-7000-	44200	AUTOMOTIVE/MOTOR POOL	-	-	-	-	7,000	7,000
0600-04-104-7000-	450620	UTIL MAINT SEWER COLLECTION SY	6,788	13,131	5,386	-	-	-
0600-04-104-7000-	45114	UTIL MAINT ELECTRICAL	-	-	321	2,000	3,500	1,500
0600-04-104-7000-	45130	E- UTILITIES GARAGE	-	-	1,208	-	-	-
0600-04-104-7000-	45210	UTIL MAINT POSTAL SERVICE	14,298	-	-	22,000	22,000	-
0600-04-104-7000-	45230	UTIL MAINT TELEPHONE	4,355	-	10	4,000	9,000	5,000
0600-04-104-7000-	45305	UTIL MAINT MTR VEH INSURANCE	3,791	-	-	6,200	4,100	(2,100)
0600-04-104-7000-	45420	UTIL MAINT LEASE/RENT OF BUILD	-	51,992	51,992	51,992	51,992	-
0600-04-104-7000-	45540	UTIL MAINT CONVENTION & ED	-	-	-	9,500	9,500	-
0600-04-104-7000-	45810	UTIL MAINT DUES AND MEMBERSHIP	-	-	-	1,500	1,500	-
0600-04-104-7000-	45890	UTIL MAINT DEPRECIATION EXPENS	681,808	635,806	656,255	685,000	685,000	-
0600-04-104-7000-	46001	UTIL MAINT OFFICE SUPPLIES	3,826	-	-	3,000	4,500	1,500
0600-04-104-7000-	46002	UTIL MAINT FOOD SUPPLIES	-	-	-	-	800	800
0600-04-104-7000-	46008	UTIL MAINT VEHICLE/EQUIP FUEL	53,029	-	-	55,000	40,000	(15,000)
0600-04-104-7000-	46009	UTIL MAINT VEHICLE EQUIP. SUP	-	-	-	-	-	-
0600-04-104-7000-	46011	UTIL MAINT UNIFORM/APPAREL	-	-	-	3,000	7,000	4,000
0600-04-104-7000-	46012	UTIL MAINT BOOKS & SUBS	-	-	-	200	-	(200)
0600-04-104-7000-	46014	UTIL MAINT OTHER OPERATING SUPP	4,313	-	707	3,000	-	(3,000)
0600-04-104-7000-	46052	UTIL MAINT CHEMICALS	-	-	-	10,000	6,000	(4,000)
0600-04-104-7000-	46053	UTL MAINT OPERATING SUPPLIES	-	-	-	40,000	22,000	(18,000)
0600-04-104-7000-	46054	UTIL MAINT EQUIP PRT & SUPP	-	-	-	55,000	8,000	(47,000)
0600-04-104-7000-	46055	UTIL MAINT BUILDING SUPPLIES	-	-	-	10,000	2,000	(8,000)
0600-04-104-7000-	46056	UTIL MT PERMITS LICENSES RNWLS	-	-	-	10,000	10,000	-
0600-04-104-7000-	460620	UTIL MAINT SEWER PUMPING STATI	24,501	10,980	46,592	-	-	-
0600-04-104-7000-	460631	UTIL MAINT SEWER PUMPING STATI	40,913	55,836	55,498	-	-	-
0600-04-104-7000-	460634	UTIL MAINT SEWAGE PUMPING CHAR	31,094	28,111	14,140	-	-	-
0600-04-104-7000-	470633	UTIL MAINT SEWAGE WASTEWATER D	1,596,244	1,401,766	1,635,582	-	-	-
0600-04-104-7000-	480620	UTIL MAINT BILLING SUPPLIES AN	6,128	1,482	7,353	7,300	7,400	100
0600-04-104-7000-	480660	UTIL MAINT BILLING POSTAGE	-	-	17,753	-	-	-
0600-04-104-7000-	490621	UTIL MAINT ADMINISTRATION OFFI	-	-	5,645	-	-	-
0600-04-104-7000-	490629	UTIL MAINT ADMINISTRATION OPER	2,687	2,708	6,884	-	-	-
0600-04-104-7000-	490660	UTIL MAINT ADMINISTRATION POST	-	-	285	-	-	-
0600-04-104-7000-	490661	UTIL MAINT ADMINISTRATION TELE	-	-	9,138	-	-	-
0600-04-104-7000-	490669	UTIL MAINT INSURANCE PREMIUMS	-	-	4,525	-	-	-
0600-04-104-7000-	490670	UTIL MAINT VEHICLE EXPENSES	-	-	62,642	-	-	-
0600-04-104-7000-	490679	UTIL MAINT MISCELL ADMN & GEN	-	-	18,374	-	-	-
0600-04-104-7000-	490680	UTIL MAINT SAFETY EQUIPMENT	-	-	5,005	-	-	-
0600-04-104-7000-	490681	UTIL MAINT EDUCATION & TRAININ	214	1,673	970	-	-	-
0600-04-104-7000-	490690	UTIL MAINT COUNTY ACCOUNTING S	-	-	15,000	-	-	-
0600-04-104-7000-	490691	UTIL MAINT UTILITY DEPT COST O	-	7,400	7,500	-	-	-
0600-04-104-7000-	490692	UTIL MAINT ALL CONTRACTUAL SER	149,500	144,009	171,964	-	-	-
		ANNUAL PAYMENT TO EQUIP R&R RESERVE	-	-	-	-	100,000	100,000
			3,389,305	2,973,679	3,387,400	1,066,572	1,126,072	59,500

**Utility Payroll:**

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7001-	UTIL PAYROLL UTILITY MECHANICS	198,413	144,040	285,596	261,301	-	(261,301)
0600-04-104-7001-	UTIL PAYROLL OVERTIME MECHAN	2,551	9,063	13,403	8,000	-	(8,000)
0600-04-104-7001-	UTIL PAYROLL SAL & WAGE	44,389	302,982	310,286	339,187	690,428	351,241
0600-04-104-7001-	UTIL PAYROLL OVERTIME	280,552	6,055	6,923	3,000	26,000	23,000
0600-04-104-7001-	UTIL PAYROLL PART-TIME SALARIE	4,979	41,528	8,029	45,000	25,000	(20,000)
0600-04-104-7001-	UTIL PAYROLL FICA	37,150	36,909	44,458	50,221	56,719	6,498
0600-04-104-7001-	UTIL PAYROLL RETIREMENT-VRS	82,578	86,348	91,059	96,187	112,694	16,507
0600-04-104-7001-	UTIL PAYROLL HOSPITAL/MEDICAL	50,040	52,985	63,570	75,168	116,569	41,401
0600-04-104-7001-	UTIL PAYROLL GROUP LIFE INSUR	1,235	5,199	6,710	7,926	8,216	290
0600-04-104-7001-	UTIL PAYROLL DISABILITY INSURA	-	-	-	-	200	200
0600-04-104-7001-	UTIL PAYROLL WORKER'S COMPEI	10,541	6,119	7,753	12,000	17,387	5,387
		712,428	691,227	837,786	897,990	1,053,214	155,224

**Capital Outlay:**

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7002-	CAP WTR SWR STCTR IMPROV	22,888	7,900	-	-	-	-
0600-04-104-7002-	CAP WTR PUMP SUPPLY	3,605	25,531	-	20,000	20,000	-
0600-04-104-7002-	CAP WTR SERVICES	5,021	5,655	-	-	-	-
0600-04-104-7002-	CAP WTR METERS	3,493	7,749	15,389	6,000	6,000	-
0600-04-104-7002-	CAP SWR SERVICES	1,048	-	853	20,000	10,000	(10,000)
0600-04-104-7002-	CAP OTHER EQUIP	3,870	22,911	-	20,000	14,000	(6,000)
0600-04-104-7002-	UTILITIES PROFESSIONAL SERVICES	-	-	57,604	-	55,000	55,000
0600-04-104-7002-	REPLACE VEHICLES	-	-	-	120,000	-	(120,000)
0600-04-104-7002-	UTIL CAPTL DATA PROC SUPPLIES	-	-	1,030	20,000	-	(20,000)
0600-04-104-7002-	CAP INFLOW/INFILTRATION	-	-	-	1,300,000	-	(1,300,000)
		39,925	71,564	74,876	1,506,000	105,000	(1,401,000)

**Non-operating expense:**

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7003-	411636	PTSBG.SEWER LINE PAYMENT	-	-	-	-	-	-
0600-04-104-7003-	411637	SOUTH CENTRAL CAPITAL INV	130,859	130,839	130,921	-	-	-
0600-04-104-7003-	411638	SOUTH CENTRAL NUTRIENT CR.	-	-	-	-	-	-
0600-04-104-7003-	43101	PROFESSIONAL SERVICES	-	-	-	150,000	20,000	(130,000)
		CAPACITY PURCHASE - PETERSBURG					1,334,000	1,334,000
			130,859	130,839	130,921	150,000	1,354,000	1,204,000

**Water & Sewer Debt Fund:**

Org.	Acct.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7004-	49118	DEBT 2006 EXIT 45 PRINCIPAL	-	-	-	119,000	122,950	3,950
0600-04-104-7004-	49134	2002 GO BONDS INTEREST	2,725	4,722	693	-	-	-
0600-04-104-7004-	49138	2006 EXIT 45 INTEREST	-	47,064	41,226	39,000	34,000	(5,000)
0600-04-104-7004-	49178	TRANS TO UTILITIES CAP	49,621	-	-	500,000	-	(500,000)
		2015 CAPITAL IMP DEBT SERVICE	-	-	-	-	179,640	179,640
			52,346	51,786	41,919	658,000	336,590	(321,410)

*Utility Maintenance Operations, Sewer Hopewell:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7005	SWR HOPE ELECTRICAL	-	-	-	20,000	13,000	(7,000)
0600-04-104-7005	SWR HOPE OPERATING SUPPLIES	-	-	-	-	2,000	2,000
0600-04-104-7005	SWR HOPE CHG PD TO	-	-	-	1,600,000	1,600,000	-
		-	-	-	1,620,000	1,615,000	(5,000)

*Utility Maintenance Operations, Sewer Petersburg:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7006	SEWR PETE CONTRACT FEES/ADMIN	-	-	-	-	10,000	10,000
0600-04-104-7006	SEWR PETE ELECTRICAL	-	-	-	38,000	26,000	(12,000)
0600-04-104-7006	SEWR PETE OPERATING SUPPLIES	-	-	-	-	12,000	12,000
0600-04-104-7006	SEWR PETE BUILDING SUPPLIES	-	-	-	-	-	-
0600-04-104-7006	SEWAGE PUMPING PETERSBURG	-	-	-	555,082	625,000	69,918
				-	593,082	673,000	79,918

*Utility Maintenance Operations, Water Central System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7007-00	WATER PUMPING STATION SUPPLIES	-	-	76,613	-	740,100	740,100
0600-04-104-7007-00	WTR CNTRL CONTRACT FEES/ADM	-	-	-	-	-	-
0600-04-104-7007-00	CNTRL ELECTRICAL	-	-	-	17,000	7,000	(10,000)
0600-04-104-7007-00	WTR CNTRL OPERATING SUPPLIES	-	-	-	-	4,000	4,000
0600-04-104-7007-00	SEWAGE PUMPING CHARGE PAID	-	-	-	614,616	-	(614,616)
		-	-	76,613	631,616	751,100	119,484

*Utility Maintenance Operations, Water Beechwood Manor:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7008	WTR BCH JRDN ELECTRICAL	-	-	-	6,000	8,000	2,000
0600-04-104-7008	WTR BCH JRDN CHEMICALS	-	-	-	-	1,000	1,000
0600-04-104-7008	WTR BCH JRDN OPERATING SUPP	-	-	-	-	1,500	1,500
0600-04-104-7008	WTR BCH JRDN BUILDING SUPPLIES	-	-	-	-	1,000	1,000
		-	-	-	6,000	11,500	5,500

*Utility Maintenance Operations, Water River's Edge System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7009	WTR RVR EDG ELECTRICAL	-	-	-	3,000	2,200	(800)
0600-04-104-7009	WTR RVR EDG OPERATING SUPPLIES	-	-	-	-	300	300
		-	-	-	3,000	2,500	(500)

*Utility Maintenance Operations, Water Cedarwood System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7010	WTR CEDR ELECTRICAL	-	-	-	3,000	2,200	(800)
0600-04-104-7010	WTR CEDR OPERATING SUPPLIES	-	-	-	-	300	300
		-	-	-	3,000	2,500	(500)

*Utility Maintenance Operations, Water Prince George Woods System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7011	WTR PG WDS ELECTRICAL	-	-	-	1,000	500	(500)
0600-04-104-7011	WTR PG WOODS OPER SUPPLIES	-	-	-	-	100	100
		-	-	-	1,000	600	(400)

*Utility Maintenance Operations, Water Food Lion System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7012	WTR FD LION ELECTRICAL	-	-	-	8,000	5,000	(3,000)
0600-04-104-7012	WTR FD LION OPERATING SUPPLIES	-	-	-	-	300	300
0600-04-104-7012	WTR FD LION BUILDING SUPPLIES	-	-	-	-	300	300
		-	-	-	8,000	5,600	(2,400)

*Utility Maintenance Operations, Water Rt 301 System:*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7013	WTR 301 ELECTRICAL	-	-	357	2,000	3,200	1,200
0600-04-104-7013	WTR 301 CHEMICALS	-	-	-	-	300	300
0600-04-104-7013	WTR 301 OPERATING SUPPLIES	-	-	-	-	300	300
		-	-	357	2,000	3,800	1,800

*Utility Capital Projects*

Org.	Account Description	FY11-12 Expended	FY12-13 Expended	FY13-14 Expended	FY14-15 Adopted Budget	FY16 Adopted Budget	Increase (Decrease)
0600-04-104-7014	UTIL MACH & EQUIP ADD	-	-	-	100,000	-	(100,000)
	EMERGENCY GENERATOR & ATS S	-	-	-	-	100,000	100,000
	SCADA ADDITION PHASE I	-	-	-	-	200,000	200,000
0600-04-104-7014	SEWER REHAB/REPLACE HPWL	-	-	-	200,000	-	(200,000)
0600-04-104-7014	SEWER REHAB/REPLACE PTRSBR	-	-	-	200,000	-	(200,000)
	UPPER BLACKWATER SEWER REH	-	-	-	-	2,000,000	2,000,000
	SPS REHAB/REPL	-	-	-	-	390,000	390,000
		-	-	-	500,000	2,690,000	2,190,000



# POSITION CONTROL CHART

	Amended FY11-12	Adopted FY12-13	Amended FY12-13	Amended FY13-14	Amended FY14-15	Adopted FY15-16
<b>ANIMAL CONTROL</b>						
Animal Control Officer	3	3	3	3	3	3
Animal Control Supervisor	1	1	1	1	1	1
Office Associate I	0	0	0	0	0	0
Office Associate II	1	1	1	1	1	1
Kennel Attendant	0.5	0.5	0.5	0.5	1.5	1.5
<b>Total Employees</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>6.5</b>	<b>6.5</b>
<b>ASSESSOR</b>						
Real Estate Appraiser I	1	1	1	1	1	0
Real Estate Appraiser II	1	1	1	1	1	2
Real Estate Assessor	1	1	1	1	1	1
Real Estate Clerk	1	1	1	1	1	0
Real Estate Technician	1	1	1	1	1	2
Senior Real Estate Appraiser	1	1	1	1	1	1
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>CIRCUIT COURT CLERK</b>						
Office Associate I	0	0	0	0	1	1
Chief Deputy	1	1	1	1	1	1
Clerk of Circuit Court	1	1	1	1	1	1
Deputy Court Clerk I	2	2	2	2	2	2
Deputy Court Clerk II	1	1	1	1	1	1
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>6</b>
<b>CIRCUIT COURT JUDGE</b>						
Court Administrator	1	1	1	1	1	1
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>COMMISSIONER OF THE REVENUE</b>						
Bus Lic Insp/Personnel Prop Auditor	1	1	1	1	1	0
Tax Compliance Auditor	0	0	0	0	0	1
Commissioner of the Revenue	1	1	1	1	1	1
Office Associate I	0	0.5	0.5	0	0	0
Deputy Commissioner of Revenue	2	2	2	3	3	3
Senior Deputy Commissioner of Revenue	1	1	1	1	1	1
<b>Total Employees</b>	<b>5</b>	<b>5.5</b>	<b>5.5</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>COMMONWEALTH'S ATTORNEY</b>						
Administrative Associate	1	1	1	1	1	1
Office Manager	1	1	1	1	1	1
Office Associate I	1	1	1	1	1	1
Asst. Commonwealth's Attorney (1)	3	3	3	3	3	3
Commonwealth's Attorney	1	1	1	1	1	1
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>COMMUNITY CORRECTIONS</b>						
Dir. of Community Corrections	1	1	1	1	1	1
Program Coordinator	0	0	0	0	1	1
Probation Officer	3	3	3	3	4	4
Senior Probation Officer	1	1	1	1	0	0
Office Associate I	0.5	1	1	1	1	1
<b>Total Employees</b>	<b>5.5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>

	Amended FY11-12	Adopted FY12-13	Amended FY12-13	Amended FY13-14	Amended FY14-15	Adopted FY15-16
<b>COMMUNITY CORRECTIONS (PRETRIAL)</b>						
Office Associate II	0	0	0	0	0	0
Office Manager	1	1	1	1	1	1
Pretrial Officer	1.5	1.5	1.5	1.5	1.5	1.5
Pretrial Investigator	1	1	1	1	1	1
Senior Pretrial Officer	1	1	1	1	0	0
<b>Total Employees</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>	<b>3.5</b>	<b>3.5</b>
<b>COMMUNITY DEVELOPMENT AND CODE COMPLIANCE</b>						
Office Manager	1	1	1	1	1	1
Deputy Director, Building Insp	1	1	1	1	1	1
Director of Community Dev./Building	1	1	1	1	1	1
Plans Reviewer	1	1	1	1	1	1
Permit Technician II	1	1	1	1	1	1
Permit Technician I	1	1	1	1	1	1
Erosion & Sediment Control Insp.	1	1	1	1	1	1
Senior Building Inspector	3	3	3	3	3	3
Office Associate II	0	0.5	0.5	0.5	0.5	0.5
Planner I - Subdivision	0	1	1	1	1	1
Planner I - Environmental & Storm W	0	1	1	1	1	1
Planning Manager	0	1	1	1	1	1
<b>Total Employees</b>	<b>10</b>	<b>13.5</b>	<b>13.5</b>	<b>13.5</b>	<b>13.5</b>	<b>13.5</b>
<b>COMPREHENSIVE SERVICES ACT</b>						
CSA Coordinator	1	0	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>COUNTY ADMINISTRATION</b>						
County Administrator	1	1	1	1	1	1
Deputy County Administrator	1	1	1	1	1	1
Executive Assistant/ Deputy Clerk	1	1	1	1	1	1
Project Management Specialist	0	0	0	1	1	1
Project Assistant	1	1	1	0	0	0
Administrative Associate	1	1	1	1	0	0
<b>Total Employees</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>
<b>COUNTY ATTORNEY</b>						
Legal Assistant	1	1	1	1	1	1
County Attorney (PT)	1	1	1	1	1	1
<b>Total Employees</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>COUNTY GARAGE</b>						
Mechanic	2	2	2	2	2	2
Master Mechanic	1	1	1	1	1	1
Fleet Manager	1	1	1	1	1	1
<b>Total Employees</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>ECONOMIC DEVELOPMENT</b>						
Office Associate I	0.5	1	1	1	1	1
Director, Economic Development	1	1	1	1	1	1
<b>Total Employees</b>	<b>1.5</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>EMERGENCY COMMUNICATIONS CENTER</b>						
Communications Officer	12	12	12	12	12	12
Communications Supervisor	2	2	2	2	2	2
<b>Total Employees</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>

	Amended FY11-12	Adopted FY12-13	Amended FY12-13	Amended FY13-14	Amended FY14-15	Adopted FY15-16
<b>ENGINEER</b>						
Engineering Technician	1	0	0	0	0	0
County Engineer	1	0.5	0.5	0	0	0
<b>Total Employees</b>	<b>2</b>	<b>0.5</b>	<b>0.5</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FINANCE</b>						
Accounting Clerk	1	1	1	1	1	1
Payroll Specialist	1	1	1	1	1	1
Deputy Director of Finance	1	1	0	0	0	0
Payroll Supervisor	0	0	1	1	1	1
Accountant	0	1	0	0	0	0
Accounting Supervisor	0	0	1	1	1	1
Financial Reporting Accountant	0	0	0	0	1	1
Sr. Accounting Clerk	1	0	0	0	0	0
Director of Finance	1	1	1	1	1	1
Procurement Officer	1	1	1	1	1	1
<b>Total Employees</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>
<b>FIRE &amp; EMS</b>						
Office Manager	1	1	1	1	1	0
Director of Fire & EMS	1	1	1	1	1	1
Deputy Director of Fire & EMS	1	0	0	0	0	0
Revenue Recovery Program Manager	0	1	1	1	1	0
Fire & EMS Business Manager	0	0	0	0	0	1
Captain	0	0	0	0	0	3
Lieutenant	0	0	0	0	0	6
EMT/Intermediate/Firefighter	2	2	3	11	11	3
EMT/Paramedic/Firefighter	4	2	1	2	2	4
EMT/Paramedic/Firefighter Sup.	1	3	3	3	3	0
Office Associate II	0	0	0	0	0	1
Office Associate I	1	1	1	1	1	0
<b>Total Employees</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>20</b>	<b>20</b>	<b>19</b>
<b>GENERAL PROPERTIES</b>						
Office Associate II	0.5	1	1	0	0	0
Administrative Associate	0	0	0	1	1	1
Building Maintenance Mechanic	2	2	2	2	2	3
Building Maint/ Conv Station Sup.	1	0	0	0	0	0
Buildings & Grounds Maint Mech	1	1	1	1	1	1
Senior Building Maintenance Mecha	1	1	1	1	1	1
Courier/ Stock Clerk	1	1	1	1	1	1
Deputy General Services Director	0	1	1	1	1	1
General Services Director	0	1	1	1	1	1
<b>Total Employees</b>	<b>6.5</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>
<b>GENERAL SERVICES</b>						
General Services Manager	1	0	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GIS</b>						
GIS Coordinator	1	0	0	0	0	0
<b>Total Employees</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HUMAN RESOURCES</b>						
Human Resources Analyst	2	2	2	2	1	1
Human Resources Technician	0	0	0	0	1	1
Administrative Associate	0	0	0	0	0	0
Dir. of Human Resources	1	1	1	1	1	1
<b>Total Employees</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

	Amended FY11-12	Adopted FY12-13	Amended FY12-13	Amended FY13-14	Amended FY14-15	Adopted FY15-16
<b>INFORMATION TECHNOLOGY</b>						
Information Systems Support Tech	1	1	1	0	0	0
Director of Information Technology	1	1	1	1	1	1
Network Administrator	1	1	1	0	0	0
Applications Specialist	1	1	1	1	1	1
GIS Technician	1	1	1	1	1	1
GIS Coordinator	0	1	1	1	1	1
Information Systems Business Proc	0	0	0	1	1	1
Information Systems System Engine	0	0	0	1	1	1
Info Systems/Public Safety Speciali	0	0	0	0	0	0
<b>Total Employees</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>PLANNING</b>						
Office Associate II	1	0	0	0	0	0
Planning Technician	1	0	0	0	0	0
Zoning Administrator	1	0	0	0	0	0
Dir. of Planning	1	0	0	0	0	0
<b>Total Employees</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>POLICE</b>						
Administrative Associate	1	1	1	1	1	1
Chief of Police	1	1	1	1	1	1
Police Sergeant	5	5	5	5	5	5
Police Captain	3	3	3	3	3	3
Police Officer	30	30	30	31	31	31
Police Officer (Detective)	9	9	9	9	9	9
Office Associate I	1	1	1	1	1	1
Office Associate II	1	1	1	1	1	1
Public Safety Information System S	1	1	1	1	1	1
Police Lieutenant	5	5	5	5	5	5
<b>Total Employees</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>58</b>	<b>58</b>	<b>58</b>
<b>RECREATION</b>						
Sr. Grounds Maintenance Wkr	1	1	1	1	1	1
Assistant Athletic Coordinator	1	1	1	1	1	1
Athletic Coordinator	1	1	1	1	1	1
Dir. of Parks and Recreation	1	1	1	1	1	1
Grounds Maintenance Worker	1	1	1	1	1	1
Special Activities Coordinator	1	1	1	1	1	1
Office Associate II	1	1	1	1	1	1
<b>Total Employees</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>REFUSE DISPOSAL</b>						
Gate Attendant	3	0	0	0	0	0
<b>Total Employees</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REGISTRAR</b>						
Deputy Registrar	1	1	1	1	1	1
Deputy Registrar; PTR	0	0	0	0.5	0.5	0.5
General Registrar	1	1	1	1	1	1
Office Associate I	0.5	0.5	0.5	0	0	0
<b>Total Employees</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>
<b>SHERIFF</b>						
Chief Deputy	1	1	1	1	1	1
Deputy Sheriff	5.5	5.5	5.5	5.5	5.5	5.5
Administrative Associate	1	1	1	1	1	1
Lieutenant	1	1	1	1	1	1
Sergeant	1	1	1	1	1	1
Sheriff	1	1	1	1	1	1
<b>Total Employees</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>

	Amended FY11-12	Adopted FY12-13	Amended FY12-13	Amended FY13-14	Amended FY14-15	Adopted FY15-16
<b>SOCIAL SERVICES</b>						
Administrative Manager	1	1	1	1	1	1
Dir. of Social Services	1	1	1	1	1	1
Office Associate III (Screener)	0	0	0	0	0	0
Eligibility Intake Worker	5	5	5	5	5	6
Eligibility Supervisor	1	1	1	1	1	1
Employment Services Worker	1	1	1	1	0	0
Social Services Office Associate I	0	0	0	0	0	0
Social Services Office Associate II	3	3	3	4	4	4
Administrative Associate	1	1	1	1	1	1
Social Worker	4.5	4.5	4.5	5.5	6.5	6.5
**New title is Case Manager effective July 1st - state regulations**						
Senior Social Worker	2	2	2	2	2	2
Social Worker Supervisor	1	1	1	1	1	1
<b>Total Employees</b>	<b>20.5</b>	<b>20.5</b>	<b>20.5</b>	<b>22.5</b>	<b>22.5</b>	<b>23.5</b>
<b>TREASURER</b>						
Deputy Treasurer	4.5	4.5	4.5	4.5	4.5	4.5
Chief Deputy Treasurer	1	1	1	1	1	1
Treasurer	1	1	1	1	1	1
<b>Total Employees</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>	<b>6.5</b>
<b>VICTIM WITNESS</b>						
Victim Witness Program Coord.	1	1	1	1	1	1
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>VJCCCA</b>						
Probation Officer	1	1	1	1	1	1
<b>Total Employees</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>UTILITIES</b>						
Building Maintenance Mechanic	1	1	1	1	0	0
Utility Billing Clerk	2	2	2	2	0	0
Customer Service Agent II	0	0	0	0	2	2
Customer Service Agent I	0	0	0	0	0	1
Utility Billing Manager	1	1	1	1	0	0
Utility Office Manager	0	0	0	0	1	1
Utility Maintenance Worker	2	2	2	2	0	0
Maintenance Worker I	0	0	0	0	3	3
Maintenance Worker II	0	0	0	0	1	1
Maintenance Worker III	0	0	0	0	1	1
Utility Maintenance Mechanic	4	4	4	4	0	0
Utility Supervisor	0	0	0	0	1	1
Senior Utility Maintenance Worker	1	1	1	1	0	0
Senior Utility Worker	0	0	0	0	2	2
Dir. Of Engineering & Utilities	0	0	0	1	1	1
Engineering Technician	0	1	1	1	0	0
Operations Manager	0	0	0	0	1	1
<b>Total Employees</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>13</b>	<b>13</b>	<b>14</b>
<b>Total</b>	<b>236.5</b>	<b>233.5</b>	<b>233.5</b>	<b>246.5</b>	<b>248.5</b>	<b>250.5</b>

# GLOSSARY

**Adoption of Budget** – A formal action by the Board of Supervisors, which sets the spending priorities and limits for the fiscal year.

**Budget** – A financial plan for a specified period of time (fiscal year), matching all planned revenues and expenditures/expenses with various municipal services.

**Balanced Budget** - A balanced budget is one in which the available revenues and appropriated fund balances equal estimated expenditures for a fiscal year.

**Capital Projects Fund** – Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

**Capital Expenditures** – a) Construction and/or acquisition of new assets, including buildings, land, vehicles, equipment, or hardware/software where the costs of construction or acquisition (including incidental costs) meet or exceed \$50,000 for a specific project and the useful life of the asset exceeds one year. b) Upgrades or additions to existing buildings, equipment, or other assets that increase the value or greatly extend the estimated useful life of the asset where the costs of the upgrade or addition exceed \$50,000. c) Remodeling or repair of existing assets where the costs of the remodel or repair will exceed \$100,000.

**Capital Improvements Plan** – A plan for capital expenditures to provide long-lasting physical improvements to be incurred over a fixed period of several future years.

**Component Unit** – Legally separate organization for which the elected officials of the primary government are financially accountable.

**Debt Service** – A County's obligation to pay the principle and interest of all bonds and other debt instruments according to pre-determined payment schedule.

**Debt Service Fund** – Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Department** – A major functional component of the County, which indicates overall management responsibility of an operation or a group of related operations. For example, the Department of General Services includes Administration, Engineering and Facility Maintenance, Facility/Utility Charges, Telecommunications, and Grounds Maintenance.

**Enterprise Fund** – Proprietary fund type used to report an activity for which a fee is charged to external users for goods and services.

**Estimated Revenue** – The amount of projected revenue to be collected during the fiscal year.

**Expenditure** – This term refers to the overflow 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.

**Fiscal Year** – The time period designated by the County signifying the beginning and ending period for recording financial transactions. The County of Prince George has specified July 1<sup>st</sup> to June 30<sup>th</sup> as its fiscal year.

**Fund** – An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activates 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 is the excess of assets over liabilities.

**General Fund** – The largest fund within the County, the General Fund accounts for most of the financial resources of the government. General fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenues. This fund usually includes most of the basic operating services, such as general administration, judicial services, public safety, environmental and development services, finance and planning, education, human services, general services, and community services.

**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).

**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.

**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 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.

**School Cafeteria Fund** – Enterprise fund for the school system where the charges for products and services are covered by the fees the system collects

**School Operations Fund** – The fund for the school component unit to collect revenues and pay expenditures related to all school activities.

**School – Title 1 Fund** – Special Revenue fund within the school system which governs the Title 1 grant and programs.

**Special Revenue Fund** – Governmental fund type used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purpose.

**Tax Rate** – The amount of tax levied for each \$100 of assessed value.

*Source: Governmental Accounting, Auditing, and Financial Reporting by Stephen Gauthier*