

# COUNTY OF MONTGOMERY, VIRGINIA

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## FISCAL YEAR 2014 PROPOSED BUDGET

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L. Carol Edmonds

**FINANCIAL & MANAGEMENT SERVICES DIRECTOR**

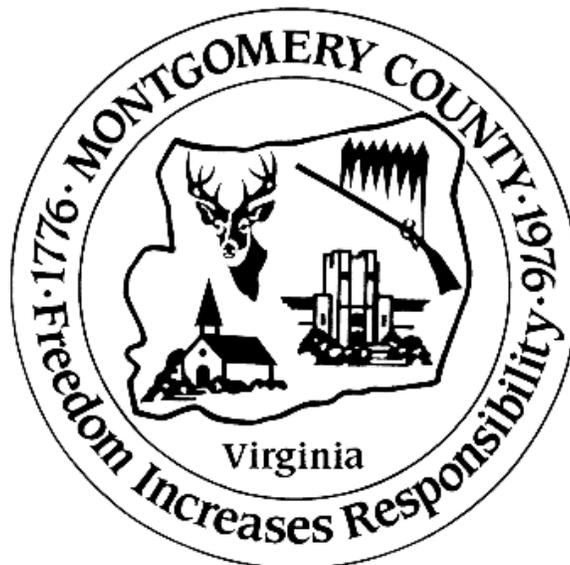
Angela M. Hill

**BUDGET MANAGER**

Marc M. Magruder

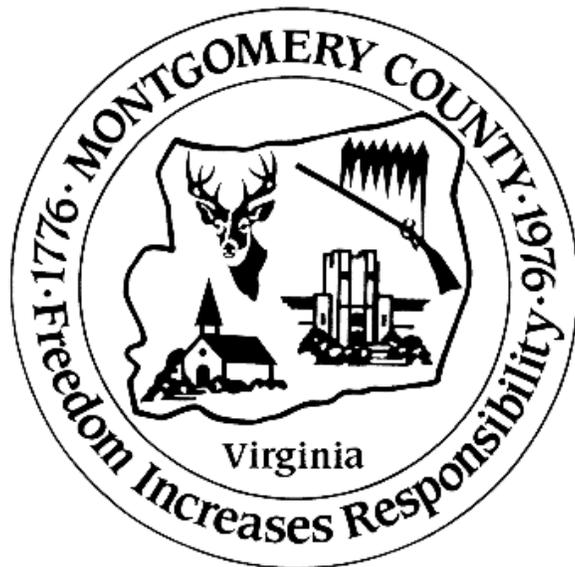
**SENIOR PROGRAM ASSISTANT**

Susan S. Dickerson



# BUDGET MESSAGE

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## FISCAL YEAR 2014 PROPOSED BUDGET

# MONTGOMERY COUNTY

F. CRAIG MEADOWS, COUNTY ADMINISTRATOR  
OFFICE OF COUNTY ADMINISTRATION  
MONTGOMERY COUNTY • VIRGINIA



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March 4, 2013

**DISTRICT D**

JAMES D. POLITIS  
CHAIR

politisd@montgomerycountyva.gov

Dear Chair Politis and Members of the Board of Supervisors –

I am pleased to submit for your review and consideration the proposed Fiscal Year 2013-2014 Montgomery County budget.

**DISTRICT E**

WILLIAM H. BROWN  
VICE CHAIR

brownwh@montgomerycountyva.gov

In my budget message to you this past fiscal year, I wrote that our fiscal situation was in the midst of a “perfect storm” of circumstances, which included new debt service requirements for the largest debt issue in the County’s history to fund construction of new schools; a decrease in school funding from the Commonwealth due to a change in the County’s composite index; required higher retirement rate contributions for employees of the County and the Schools; and the loss of federal stimulus funding for schools. In the midst of all of this, the local, state, and national economies continued to be very fragile.

**DISTRICT B**

CHRIS A. TUCK

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While we have not yet recovered to the economic levels experienced prior to the Great Recession, the County has fared very well over the past year, and the upcoming fiscal year is anticipated to reflect continued growth and improvement. With the passage of mixed-drink legislation by the General Assembly this past session, commercial development opportunities at two of our I-81 interchanges are greatly enhanced. The County has worked closely with the Town of Blacksburg and a development team on redevelopment of the old Blacksburg Middle School site, and we are hopeful that significant investment will soon begin on the site, pending a favorable review of the proposed site plan by the Blacksburg Town Council.

**DISTRICT C**

GARY D. CREED

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Due to the improving local economy, the elimination of the “Aid to the Commonwealth” funding (also referred to as the “flexible cut”) from the County to the state, and increased funding from the state for our public schools, we anticipate revenues to increase in FY 2013-14 by approximately \$2.6 million. While this is a significant increase, the projected increase in revenues does not cover the additional County departmental and outside agency requests of \$2.6 million and the Schools’ request for increased funding of \$3.6 million.

**DISTRICT F**

MARY W. BIGGS

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**DISTRICT G**

MATTHEW R. GABRIELE

gabrielemr@montgomerycountyva.gov

F. CRAIG MEADOWS  
COUNTY ADMINISTRATOR  
meadowsfc@montgomerycountyva.gov

## County Administrator's Budget Message

The proposed fiscal year 2013-2014 budget for the County is \$167.9 million, a \$4.6 million increase from the current fiscal year. Federal, state, and other designated funds account for \$73.1 million of the proposed budget. The remaining revenues represent County dollars not designated for a specific purpose. The County's General Fund is budgeted at \$42.5 million, an increase of 2.4% over the current fiscal year. The primary drivers of this increase are public safety and employee compensation and benefits. The Sheriff's Department is provided additional funds for equipment and training necessary to help ensure Montgomery County remains a safe place to live. Funding has also increased for the New River Valley Emergency Communications Regional Authority as staff will be added in FY 14 to prepare for consolidation of the dispatch function upon completion of the Public Safety building.

A pay and classification study for all County employees has been conducted, and recommendations will be made to the Board in the weeks ahead regarding specific implementation strategies to address compensation issues. The cost of health insurance for our employees and their families will increase in FY 14 as well. Funds are included to address the worst case scenario, and estimates will be updated as more information becomes available in the next few weeks.

The Montgomery County Public Schools are provided \$99 million for fiscal year 2013-14, which represents a \$2.2 million increase from the current fiscal year. While this increase in funding will allow the Schools to address many of their concerns, it does not provide the full amount requested by the School Board. We must continue to work with our School Board in emphasizing to our state legislators the growing burden that public education funding has created for all localities in Virginia. In the past 10 years, the County has increased operational funding to our public schools by \$12 million. This funding amount does not include the additional funding required for debt service or long-term capital items.

Recognizing that the County implemented a substantial increase in the real estate tax rate last year, County staff worked to minimize any impact on the real estate tax rate for the upcoming year. For fiscal year 2014, I am recommending that the real estate tax rate increase by 2 cents – from 87 cents to 89 cents – and that the funds generated from this increase (approximately \$1.4 million) be set aside for future capital needs of the Schools. In order to prepare for the capital investment that will be required in the next several years related to our County facilities and our Schools, we must begin to set aside revenues now in order to avoid substantial real estate tax rate increases in the future.

In addition to the proposed 2-cent increase in real estate taxes, I am also proposing a 4.1% increase in personal property taxes, from \$2.45 to \$2.55. Montgomery County has not adjusted its personal property tax rate since 1994, and increasing the tax rate by 10 cents will provide an estimated \$570,000 for funding various initiatives in the General Fund. For a citizen who owns a vehicle valued at \$20,000, this increase will amount to \$20 more per year in personal property taxes.

In order to better serve our citizens, I am recommending adding two new positions – a Communications Specialist and a Business Auditor. The Communications Specialist will serve as a “webmaster” for both the County and the Schools, and will manage the County's and the Schools' web sites and social media presence. The web sites of the County and the Schools are maintained by several employees in various

## County Administrator's Budget Message

departments, and the employment of a webmaster will provide a central point of contact for this critical asset for the two entities.

A Business Auditor position will work with Finance and the Commissioner of the Revenue to ensure that the County is properly collecting the revenues due from businesses and commercial establishments. This position, in conjunction with the filling of a vacant position in the Commissioner's office, will also begin developing a system of personal property proration. This will allow the County to collect additional revenues that are currently not being collected due to the timing of when personal property is purchased and taxed.

I am also recommending that the Finance Manager position in Finance be unfrozen, and funding provided for hiring. The position has been vacant since March 2012, and has left the department with only one CPA. During that time, Finance has assumed fiscal responsibility for several additional entities, including the New River Valley Emergency Communications Regional Authority and the Regional Tourism program. These responsibilities include day to day processing as well as higher level oversight, compliance, and financial statement preparation. As activity with these entities increases, the related fiscal analysis will increase as well. Additional higher level skills are also needed to assist the Director in implementing new initiatives. As we work with the Schools to find opportunities for consolidation, our financial management area is one that merits further consideration. As an example, the County and Schools each have separate Munis financial systems and databases. County and School staff have met to discuss opportunities for consolidating the systems and databases to improve operational efficiencies. Projects such as this will move forward in a more timely manner by adding a staff person with high level accounting skills.

Montgomery County is blessed with many dedicated and caring employees. I am thankful each day for their hard work and their desire to serve the citizens of the County. I am recommending that \$500,000 be added to address compression and other compensation issues identified during the pay and classification study. Upon completion of the study, staff will present recommendations to the Board for further review. The County has been fortunate to not have experienced any increases in health insurance premiums for the past two years, and I appreciate the efforts our employees have made to help the County minimize its health care expenses through participation in our wellness initiatives. However, rates will increase for FY 14. The estimated "worst case scenario" indicates the County's portion of health insurance costs could increase by \$625,000. The employee share of premiums also would increase.

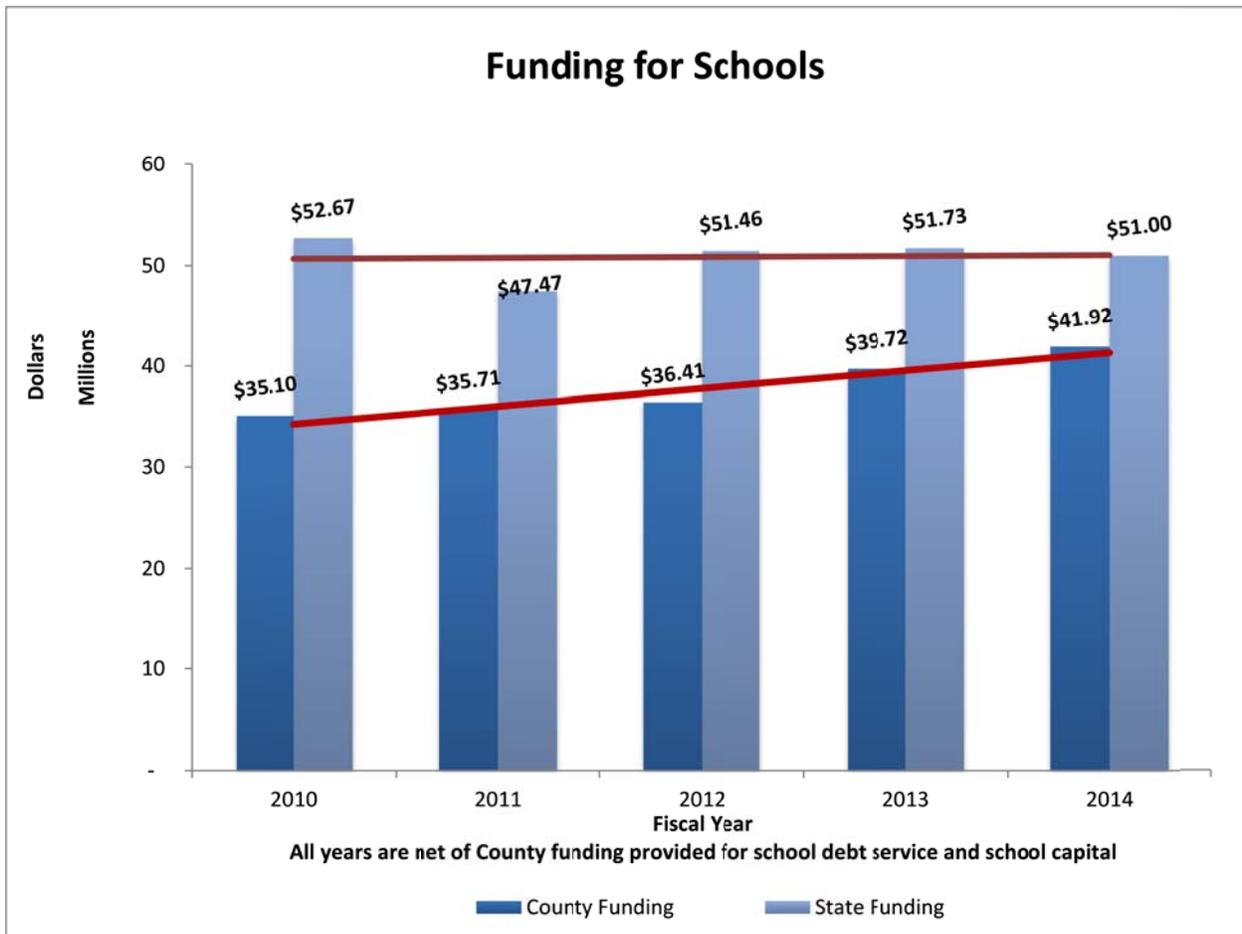
## County Administrator's Budget Message

In 2010, the Board adopted the following priorities with regard to your vision for the County:

- *Economic Diversity – Montgomery County is the Place to do Business*
- *Recreation – Montgomery County is the Place to Have Fun*
- *County Services – Montgomery County is a Quality Community*
- *Health and Safety – Montgomery County is a Safe Place to Live*
- *Education – Montgomery County is a Great Place for Learning*
- *Land Use – Montgomery County is a Good Steward of Natural Resources*
- *Citizen Engagement – Montgomery County is a Citizen Friendly Government*

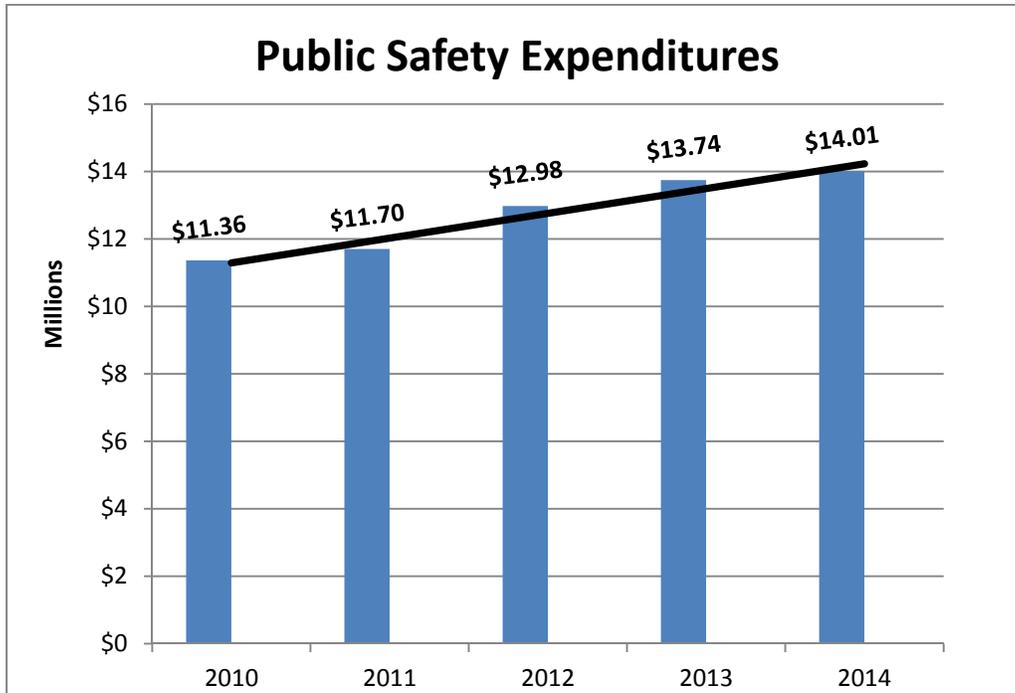
While funding is included in the proposed budget to address many of these priorities, public education and public safety needs continue to be the main priorities driving the proposed budget.

The following graph outlines funding from the Commonwealth and the County to the Montgomery County Public Schools over the past five fiscal years:



## County Administrator's Budget Message

With regard to public safety, the proposed 2013-14 budget provides for increases totaling over \$300,000. A breakdown of the County's annual expenditures for public safety for the past five fiscal years is shown in the following graph:



\$161,330 in funding for operations and equipment in the Sheriff's office is included for the following items:

- body armor and ammunition
- uniform replacement
- increased funds for vehicle replacement
- increased funds for training
- increased funds for food for the jail
- repairs and improvements to the jail's air conditioning system

Funds are provided to cover the increase in costs for the Western Virginia Regional Jail due to an increase in usage again this year. An additional \$76,525 is included for the continued implementation of the New River Valley Emergency Communications Regional Authority; additional staffing will be hired during the upcoming budget year in order to prepare for regional consolidation in late 2014.

The County's fire and rescue volunteers provide a critical public safety service to our citizens. The proposed fiscal year 2013-2014 budget continues to designate one cent of the real estate tax rate for fire and rescue capital needs. It is critical that our volunteers be provided with safe and reliable

## County Administrator's Budget Message

equipment to effectively and safely perform their duties. I am also recommending an additional \$80,000 for operating expenditures to be allocated at the discretion of our Fire and Rescue Commission.

The County received requests again this year for increased funds from outside agencies totaling over \$196,000 more than the current \$1.3 million provided by the County. While some of these increases are "mandated," other requests are to continue or add services for our community. Once again this year, my proposed budget does not recommend providing funding for any new outside agencies for FY 2014, and only provides increased funds for mandates and outside agencies that showed increased service levels for County citizens.

For fiscal year 2013-2014, total debt service is estimated to be \$24.2 million. Of this amount, \$18.2 million is for debt service related to school construction, and \$6 million is for County facilities. Debt service has decreased 1.5% from the current year budget.

In closing, the primary focus of the proposed budget is to provide investment for the future of our County. The School system is facing the need to provide more funding for substantial maintenance concerns at its facilities, and the County will also be faced with increased maintenance and capital costs as our facilities continue to age. A prime example is our libraries. While the facilities are currently meeting citizens' needs, we must begin now to plan for the needs of our citizens in the next decade. We also must plan for new investment in facilities for parks and recreation, and for land for future economic development. Without strong reserves to address these needs, our citizens will be faced with large tax increases to fund these investments for our County's future.

This budget also provides for an investment in our "human capital" – our employees. The past several years have been very difficult for our employees. We have reduced County staffing by over 5%, and asked our remaining employees to take on additional duties and responsibilities. Our employees are our greatest asset, and it is through their dedication and commitment that we will continue to serve our citizens in the best possible manner.

Carol Edmonds, Angie Hill, and Marc Magruder have reviewed, re-reviewed, and adjusted the numbers included in this budget proposal to ensure that they are as accurate as possible. Ruth Richey has also provided valuable support in reviewing and editing my comments to you to ensure my message is the best it can be. I also want to thank Susan Dickerson, who also plays a key role by coordinating the requests from the outside agencies and prepares many forms used in the budgeting process. I greatly appreciate all their efforts in delivering my proposed budget to you.

I look forward to working with you in the weeks ahead as you review and deliberate this proposed budget. The required public hearings on the budget and the tax rate are scheduled for Tuesday, March 26<sup>th</sup> at 6 p.m. The Board is scheduled to establish the real estate tax rate and adopt the budget at a special meeting on Monday, April 15<sup>th</sup>.

## County Administrator's Budget Message

Montgomery County is a diverse and growing community whose citizens demand a responsive and efficient county government. I am confident that my proposed budget provides for the capital and human resources necessary to meet these demands, and I appreciate your support in my efforts as your County Administrator. I am very proud of our accomplishments over the past few years, and I know that fiscal year 2013-2014 will be another year of great achievement for Montgomery County.

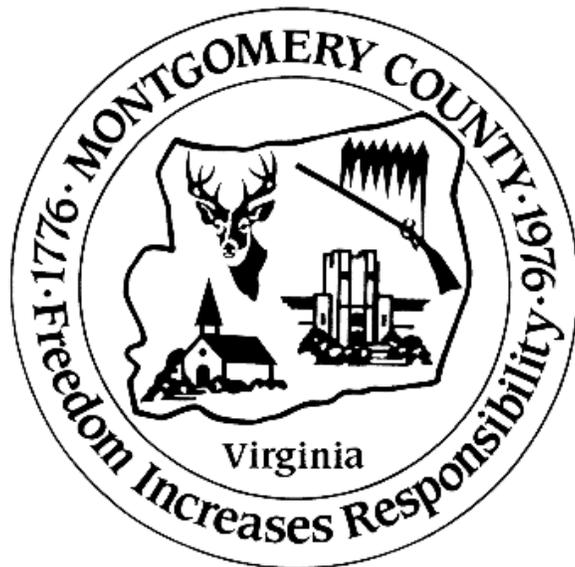
Best regards,

A handwritten signature in black ink, reading "F. Craig Meadows". The signature is written in a cursive style with a large, sweeping initial "F" and a long, thin tail extending upwards and to the right.

F. Craig Meadows  
County Administrator

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## FISCAL YEAR 2014 PROPOSED BUDGET

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## REVENUE SUMMARY

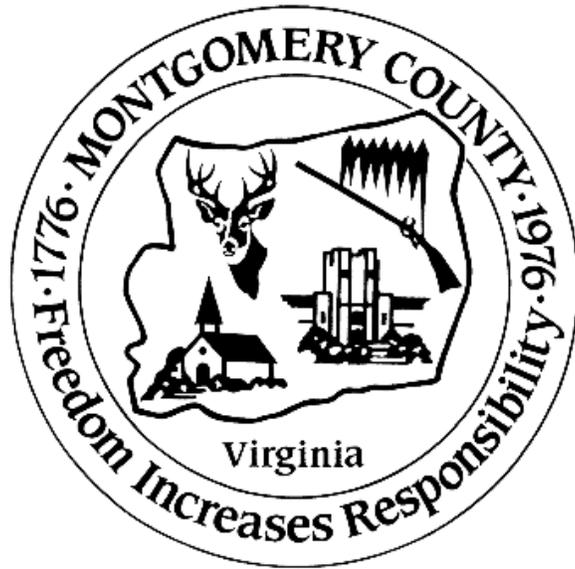
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110	Board of Supervisors	330	Fire Departments & Rescue Squads
110	County Administration	400	General Services
120	County Attorney	510	Comprehensive Services Act
130	Financial & Management Services	520	Human Services
132	Insurance	530	Public Health Department
140	Information Technology	540	Social Services
150/152	Commissioner of Revenue/Assessments	700	Parks & Recreation
160/162	Treasurer/Treasurer-Collections	710	Regional Library System
170	Registrar/Electoral Board	800	Planning & GIS Services
180	Internal Services	810	Economic Development
200	Commonwealth Attorney	910	Other Agencies
210	Circuit Courts	950/960	Contingencies-General & Special
220	General District Court	03	Law Library
230	Juvenile & Domestic Relations Court	09	Montgomery County Public Schools
240	Magistrate	18	General Government Debt Services
250	Clerk of the Circuit Court		Montgomery County Capital

# BUDGET SUMMARY

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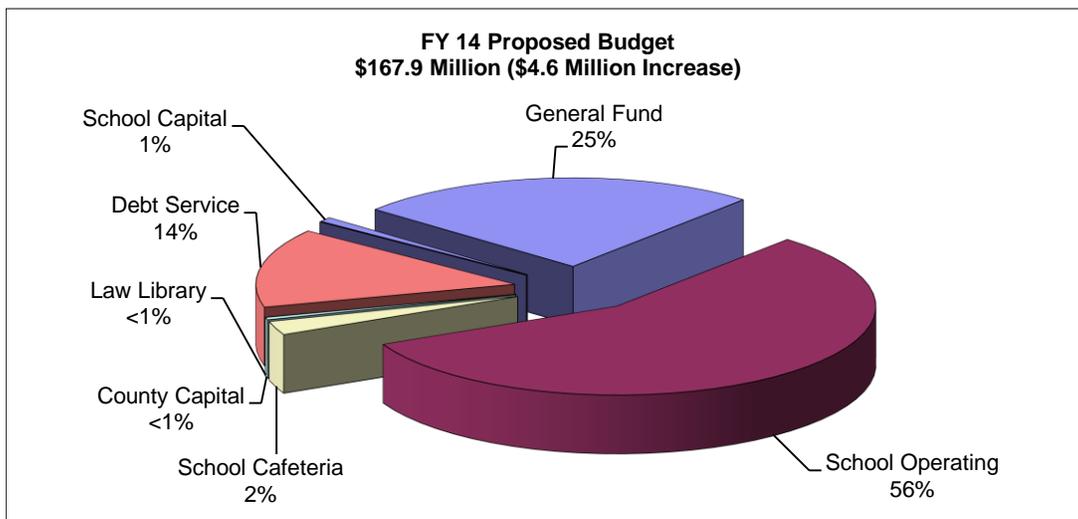
## FISCAL YEAR 2014 PROPOSED BUDGET

# BUDGET SUMMARY

## Introduction

The FY 14 budget for the General Fund and the School Operating Fund totals \$137.3 million. The General Fund totals \$42.5 million and the School Operating Fund totals \$94.8 million. The total County budget also includes the Debt Service Fund (\$24.2 million), the Law Library Fund (\$17,600), the School Cafeteria Fund (\$4.2 million), funding for Fire and Rescue Capital Equipment (\$700,000), and School Capital Construction funds (\$1.4 million). The County budget for all funds totals \$167.9 million.

The FY 14 proposed real estate tax rate is increased from the FY 13 tax rate of 87 cents to 89 cents, a 2 cent increase. These two cents (\$1.4 million) have been set-aside for new school capital construction. The proposed budget also includes a 10 cent personal property tax rate increase from the FY 13 rate of \$2.45 per \$100 of assessed value to \$2.55 per \$100 of assessed value. This provides an additional \$569,504 in additional resources for FY 14. The FY 14 budget reflects a total increase of \$4.6 million in state, federal, and local funds.



County funds provided in the School Operating Budget total \$41.9 million. This is a \$2.2 million increase in County funding from FY 13 to FY 14.

The FY 14 budget includes \$1.9 million in recommended addenda. \$625,000 of this amount was added to cover health insurance increases. The FY 14 Budget estimates a 21% increase for health insurance premiums. All other fringe benefit rates remain unchanged for FY 14. \$500,000 is also added to cover compensation increases for County employees for FY 14. The County's compensation study performed during FY 13 is not yet complete. The Board of Supervisors will be advised as additional information becomes available during the budget process.

Costs for operations for the five constitutional officers total \$15.9 million, of which local funds cover 61.6% for these offices with state and other resources covering 38.4%. In FY 13, local funds provided 63% of the costs with state and other resources providing 37%. The increase in state and other funds is due to the elimination of the state aid to localities "flexible cut" and other state compensation board increases for FY 14.

## **BUDGET SUMMARY**

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### **Summaries of Major Selected Functions**

#### **General Government Administration**

*General Government Administration* refers to divisions such as the Board of Supervisors, County Administrator, County Attorney, Registrar, Financial and Management Services, Information Technology, Human Services, Internal Services, and others. Highlights include:

- ✓ \$1,400 is added to provide additional funding for dues to professional organizations.
- ✓ \$17,282 is added to increase the County's health clinic hours by an additional four hours per week. This addition will provide an additional 208 hours per year for a total of 1,026 total clinic hours.
- ✓ \$62,311 is added for a Webmaster/Communications Specialist, which will manage the websites for the County Government and the School System, as well as be the social media presence for the County and Schools.
- ✓ \$69,033 is added for a Business Auditor position to work in conjunction with the Commissioner of the Revenue's office to analyze and improve the County's revenue generation procedures and to proactively verify revenue reported and collected from businesses in the County.
- ✓ \$75,036 is added to fill a frozen Finance Manager position. This position became vacated and frozen during the FY 12 budget. This position is being added back to provide the skills necessary to address additional functions recently added to Finance Department, including the New River Valley Regional Communications Authority and the tourism program.
- ✓ \$9,475 is added to cover the cost of replacing 25 electronic poll books for the Registrar's office.
- ✓ \$26,000 is added to begin the process of replacing the County's touch screen voting machines with the new optical scan voting machines over a three-year period.
- ✓ \$17,000 is added to provide Economic Development with a non-classified half-time administrative position to assist the department in daily workload demands.

#### **Judicial Administration**

*Judicial Administration* includes the Clerk of the Circuit Court, Juvenile and Domestic Court Clerk, Circuit Court, District Court, Magistrate, Commonwealth's Attorney, etc. The County is required to provide office space, furniture, filing cabinets and other minimal operational items for the Courts. The State Supreme Court provides funding for other costs such as personal services.

- ✓ \$2,364 is added to cover the cost of an additional copier lease in the new courthouse for the General District Court.

## BUDGET SUMMARY

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### Tax Collection

*Tax Collection* includes the Commissioner of Revenue and the Treasurer. Funding from the FY 13 to the FY 14 budget increased 1.26%.

	FY 13	FY 14		%
	Budget	Budget	Difference	Change
Commissioner of Revenue	\$867,744	\$885,454	\$17,710	2.04%
Treasurer	\$855,112	\$859,045	\$3,933	0.46%
<b>Total</b>	<b>\$1,722,856</b>	<b>\$1,744,499</b>	<b>\$21,643</b>	<b>1.26%</b>

### Public Safety

Expenditures for *Public Safety* are comprised of the Sheriff's Department and fire and rescue operations. This category increased 1.32%.

	FY 13	FY 14		%
	Budget	Budget	Difference	Change
Sheriff	\$12,430,684	\$12,540,106	\$109,422	0.88%
Fire and Rescue	\$1,191,391	\$1,271,391	\$80,000	6.71%
Fire and Rescue Capital	\$700,000	\$700,000	\$0	0.00%
<b>Total</b>	<b>\$14,322,075</b>	<b>\$14,511,497</b>	<b>\$189,422</b>	<b>1.32%</b>

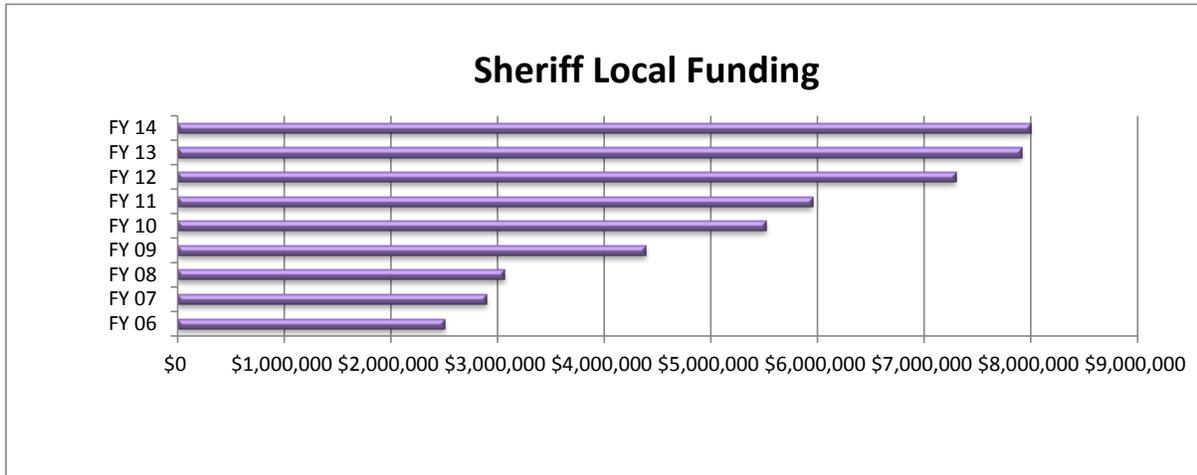
Highlights include:

#### Sheriff Additions:

- ✓ \$70,752 is added to the jail food budget to cover the cost of food provided to inmates of the jail.
- ✓ \$36,000 is added for one-time operating costs for .223 ammunition (\$6,000) and replacement body armor (\$30,000).
- ✓ \$10,000 is added for uniform replacements for the Sheriff's office.
- ✓ \$28,000 is added to the Sheriff's vehicle replacement budget. This addition will provide the sheriff with the ability to replace 6 vehicles per year (based on the increased cost of new vehicles).
- ✓ \$16,578 is added for the following public safety training increases: police academy training (\$13,295), arson training (\$1,831), and recertification for two deputies at the forensics academy (\$1,452).
- ✓ \$60,000 is added for increased costs of the Western Virginia Regional Jail due to the County's increased usage.

The Sheriff's Office is supported with \$4.5 million in state/other designated funds or 36% of the Sheriff's total budget. Local funds provide \$8 million or 64% of the Sheriff's total budget. The chart on the next page shows the amount of local funding provided for the Sheriff's office over the past nine fiscal years.

## BUDGET SUMMARY



### Fire and Rescue Additions:

- ✓ \$80,000 is added for Fire and Rescue operations. These funds have not been allocated to specific departments and are left to the Fire and Rescue Commission to distribute based on need.

### General Services

The *General Services* function consists of Solid Waste Removal, Maintenance of Buildings and Grounds, Animal Control, Engineering/Environmental Services, and Inspections. Highlights include:

- ✓ \$41,468 is added to cover the cost of replacing four air conditioners for Blocks B, D, G and F of the jail.

### Health and Welfare

*Health and Welfare* includes Social Services, Human Services, Public Health and the Comprehensive Services Act. Funding for these agencies includes federal, state and local dollars totaling \$8.1 million. An additional \$50,000 in local money is held in Special Contingencies to meet increased costs for the Comprehensive Services Act. Of the total amount budgeted for Health and Welfare, 68.7% is attributable to the Department of Social Services where funding is provided to cover the County's share of mandated costs related to public assistance programs and administrative costs, which includes the department's employees' participation in the County's Compensation Plan. Funding for Human Services and the Health Department provides 10.4% of the total in this category. The remaining funds support services through the Comprehensive Services Act (CSA), of which County dollars represent 21% of the total funding.

	FY 13 Budget	FY 14 Budget	Difference	% Change
Comprehensive Services Act	\$1,651,969	\$1,651,969	\$0	0.00%
Human Services	\$380,652	\$381,736	\$1,084	0.28%
Public Health	\$431,313	\$465,140	\$33,827	7.84%
Social Services	\$6,381,999	\$5,604,139	(\$777,860)	-12.19%
<b>Total</b>	<b>\$8,845,933</b>	<b>\$8,102,984</b>	<b>(\$742,949)</b>	<b>-8.40%</b>

- ✓ \$12,662 is added for local match requirements of the Public Health budget. The health department is funded on a formula basis with costs shared between the state and the County. This increase is added based on anticipated state funding for FY 14 and the County's match requirement.

## BUDGET SUMMARY

### Education

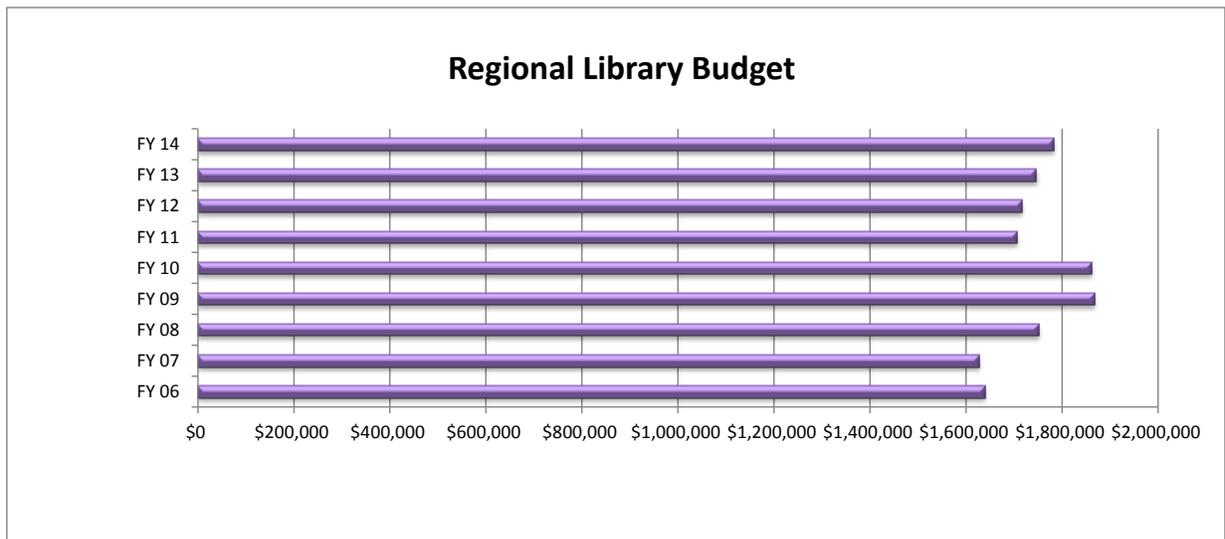
The Montgomery County Public Schools' total School Operating Fund increased by \$2.85 million. County funding in the FY 14 budget totals \$41.9 million. This is a \$2.2 million increase in County funding from FY 13 to FY 14. An additional \$1.4 million or 2 cents of the real estate tax rate has been set aside for future new school capital construction for FY 14.

### Regional Library

The *Regional Library* accounts for 4% of the General Fund budget, with funding of \$1.78 million.

- ✓ \$14,573 is added to increase the technology infrastructure at the Library. This addition will increase bandwidth from 15M to 25M to better handle the library's current traffic, move the Library to an exchange service to provide remote and mobile access to library materials, and to consolidate telephone lines to better improve customer service.

The chart below shows the funding for the Regional Library over the past nine fiscal years.



### Debt Service

Debt service requirements on existing and new debt are based on the sale of bonds and the interest rate at the time of sale. Debt service schedules are established and dictate debt service retirements over a fixed period.

- ✓ (\$371,693) is reduced from existing debt costs to reflect the cost of principal, interest and administrative fees associated with long-term debt.

Both County and School principal costs will increase by \$540,330; however, interest costs will decrease by \$912,023 for a net decrease in FY 14 of \$371,693.

Changes in funding for Debt Service include:

- The General Fund transfer is \$79,982 less than FY 13 which reflects the shift of Courthouse Maintenance Fees from the General Fund to the Debt Service Fund. These fees were increased in FY 10 to cover a portion of debt service costs associated with the new Courthouse.

## **BUDGET SUMMARY**

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- The use of funds generated by the four cents of the tax rate previously set aside decreased \$685,806, as planned.
- The planned use of debt service reserve funds decreased \$33,587 in accordance with the debt service reserve requirements set forth in the bond indenture.
- The Schools used energy performance bond proceeds to make facility improvements which generated energy cost savings. Funds made available through the savings result in \$347,700 which will be transferred from the School Operating Budget to the Debt Service Budget. This will cover debt service associate specifically with the energy bonds.

### **Contingencies – General**

The General Contingency is established to pay for unknown and unanticipated expenditures that arise during the year that have not been included in the proposed budget.

- ✓ \$52,600 in funding is added to the General Contingencies. The County has a policy of retaining 1% of the County's General Fund budget to cover contingency needs. This increase is needed to provide for a 1% contingency of the total General Fund Budget for FY 14.

### **Contingencies – Special**

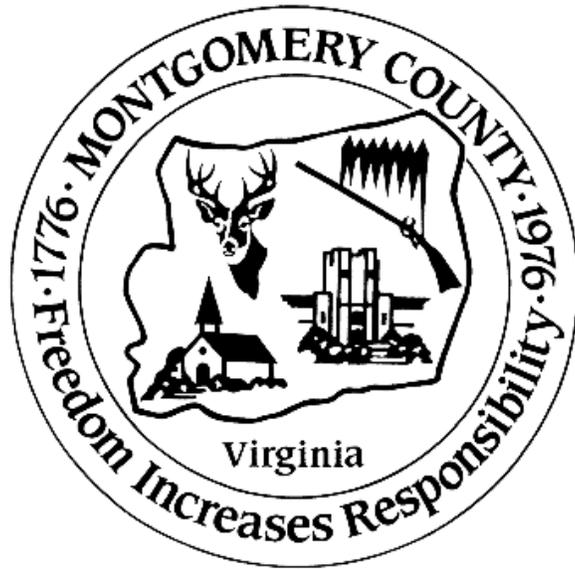
Special contingencies include monies held in abeyance as a holding account for known issues/expenditures of which the details have yet to be resolved.

- ✓ \$50,000 is included to meet the mandated local share of the Comprehensive Services Act.
- ✓ \$500,000 is included to cover compensation increases for County employees for FY 14. The County's compensation study performed during FY 13 is not yet complete. The Board will be advised as additional information becomes available during the budget process.
- ✓ \$625,000 is included to cover an anticipated 21% increase in health insurance premiums for FY 14.

*Detailed explanations of the expenditure recommendations, a recap of expenditures by fund, County dollars by division, position (FTE) listing, and a graphic summary of the FY 14 Proposed Budget are included in the Appendices at the end of this section.*

# BUDGET SUMMARY

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## APPENDIX A

**COUNTY OF MONTGOMERY, VIRGINIA  
 RECAP OF EXPENDITURES BY DIVISION  
 FISCAL YEAR 2014**

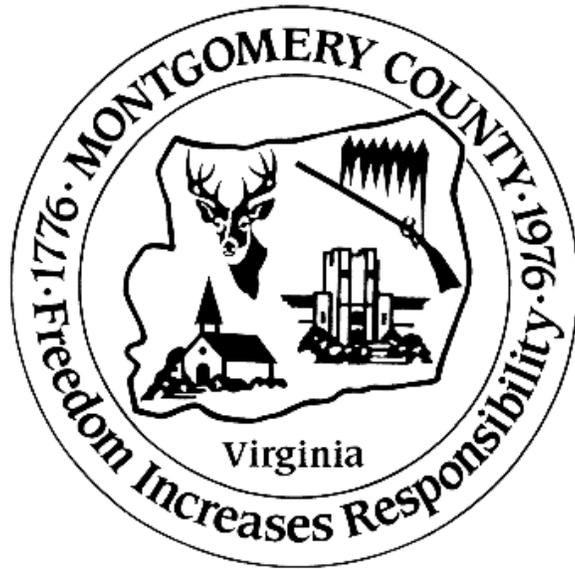
DIVISION	FY 12	FY 12	FY 13	FY 13	FY 14			Inc/(Dec) FY 14 Rec.		Inc/(Dec) FY 14 Rec.	
	Appropriated	Expended	Approved	Appropriated	Base	Addenda	Total	\$	%	\$	%
REVENUE SHARING	175,606	170,194	164,106	164,106	164,106	10,894	175,000	10,894	7%	10,894	7%
BOARD OF SUPERVISORS	379,383	365,786	251,205	327,735	253,284	-	253,284	2,079	1%	(74,451)	-23%
COUNTY ADMINISTRATION	1,757,388	1,552,980	1,480,370	1,840,315	1,484,735	80,993	1,565,728	85,358	6%	(274,587)	-15%
COUNTY ATTORNEY	258,112	246,631	243,238	244,308	244,586	-	244,586	1,348	1%	278	0%
FINANCIAL & MANAGEMENT SERVICE	931,924	804,880	857,623	860,910	859,697	144,069	1,003,766	146,143	17%	142,856	17%
INSURANCE	287,596	236,505	352,256	352,256	353,962	-	353,962	1,706	0%	1,706	0%
INFORMATION TECHNOLOGY	1,387,731	923,275	1,251,424	1,374,099	1,257,256	-	1,257,256	5,832	0%	(116,843)	-9%
COMMISSIONER OF REVENUE-COMP	562,405	494,131	557,650	569,450	529,700	-	529,700	(27,950)	-5%	(39,750)	-7%
ASSESSMENT - COUNTY	359,349	346,674	310,094	315,820	355,754	-	355,754	45,660	15%	39,934	13%
TREASURER - COMP BD	546,372	545,134	563,085	563,085	566,008	-	566,008	2,923	1%	2,923	1%
COLLECTIONS - COUNTY	304,415	302,567	292,027	302,084	293,037	-	293,037	1,010	0%	(9,047)	-3%
ELECTORAL BOARD	424,764	385,560	298,250	339,996	299,080	35,475	334,555	36,305	12%	(5,441)	-2%
INTERNAL SERVICES	341,094	278,023	278,388	483,795	279,331	-	279,331	943	0%	(204,464)	-42%
COMMONWEALTH ATTORNEY	998,702	950,769	999,893	1,028,646	964,816	-	964,816	(35,077)	-4%	(63,830)	-6%
CIRCUIT COURT	162,194	152,481	165,662	173,472	166,356	-	166,356	694	0%	(7,116)	-4%
GENERAL DISTRICT COURT	29,347	28,972	29,347	29,347	19,347	2,364	21,711	(7,636)	-26%	(7,636)	-26%
J & D RELATIONS COURT	21,583	14,107	20,524	21,910	20,524	-	20,524	-	0%	(1,386)	-6%
MAGISTRATE	5,000	4,360	5,000	5,000	5,000	-	5,000	-	0%	-	0%
CIRCUIT COURT CLERK	635,712	630,626	651,855	686,772	654,881	-	654,881	3,026	0%	(31,891)	-5%
SHERIFF - COMP BOARD	6,568,084	6,376,241	6,703,124	6,706,392	6,602,056	70,752	6,672,808	(30,316)	0%	(33,584)	-1%
SHERIFF - COUNTY	5,667,756	5,450,658	5,727,560	6,219,124	5,716,720	150,578	5,867,298	139,738	2%	(351,826)	-6%
FIRE AND RESCUE	1,175,391	1,125,598	1,191,391	1,251,688	1,191,391	80,000	1,271,391	80,000	7%	19,703	2%
GENERAL SERVICES	5,246,967	4,514,844	4,976,527	5,456,227	4,962,811	41,468	5,004,279	27,752	1%	(451,948)	-8%
COMPREHENSIVE SERVICES ACT	2,151,123	2,132,425	1,651,969	1,651,969	1,651,969	-	1,651,969	-	0%	-	0%
HUMAN SERVICES	390,140	330,076	380,652	395,846	381,736	-	381,736	1,084	0%	(14,110)	-4%
PUBLIC HEALTH	433,326	433,326	431,313	465,140	452,478	12,662	465,140	33,827	8%	-	0%
SOCIAL SERVICES	5,816,781	5,741,889	6,381,999	5,749,790	5,604,139	-	5,604,139	(777,860)	-12%	(145,651)	-3%
PARKS AND RECREATION	888,542	852,597	806,657	1,005,681	941,732	-	941,732	135,075	17%	(63,949)	-6%
REGIONAL LIBRARY	1,873,034	1,795,901	1,746,346	1,859,032	1,768,589	14,573	1,783,162	36,816	2%	(75,870)	-4%
PLANNING & GIS	739,640	548,230	609,373	788,013	612,319	-	612,319	2,946	0%	(175,694)	-22%
ECONOMIC DEVELOPMENT	697,718	681,424	332,302	412,533	336,560	17,000	353,560	21,258	6%	(58,973)	-14%
OTHER AGENCIES	1,288,822	1,263,658	1,296,931	1,349,966	1,313,966	52,412	1,366,378	69,447	5%	16,412	1%
CONTINGENCIES - GENERAL	20,565	-	371,400	346,838	371,400	52,600	424,000	52,600	-	77,162	22%
CONTINGENCIES - SPECIAL	139,112	-	236,867	50,000	50,000	1,125,000	1,175,000	938,133	396%	1,125,000	2250%
ADJUSTMENTS	(91,700)	(68,822)	(91,700)	(91,700)	(91,700)	-	(91,700)	-	0%	-	0%
<b>TOTAL GENERAL FUND</b>	<b>\$ 42,573,978</b>	<b>\$ 39,611,701</b>	<b>\$ 41,524,708</b>	<b>\$ 43,299,645</b>	<b>\$ 40,637,626</b>	<b>\$ 1,890,840</b>	<b>\$ 42,528,466</b>	<b>\$ 1,003,758</b>	<b>2.4%</b>	<b>\$ (771,179)</b>	<b>-1.8%</b>

**COUNTY OF MONTGOMERY, VIRGINIA  
 RECAP OF EXPENDITURES BY DIVISION  
 FISCAL YEAR 2014**

DIVISION	FY 12 Appropriated	FY 12 Expended	FY 13 Approved	FY 13 Appropriated	FY 14 Recommended			Inc/(Dec) FY 14 Rec. Over FY 13' Approved		Inc/(Dec) FY 14 Rec. Over FY 13 Appropriated	
					Base	Addenda	Total	\$	%	\$	%
LAW LIBRARY FUND	\$ 17,600	\$ 8,101	\$ 17,600	\$ 17,600	\$ 17,600	\$ -	\$ 17,600	-	0%	-	0%
SCHOOL OPERATING FUND	\$ 94,441,423	\$ 93,751,834	\$ 91,969,180	\$ 93,765,058	\$ 91,969,180	\$ 2,848,817	\$ 94,817,997	2,848,817	3%	1,052,939	1%
SCHOOL CAFETERIA FUND	\$ 4,080,810	\$ 4,092,751	\$ 3,958,426	\$ 3,958,426	\$ 3,958,426	\$ 200,000	\$ 4,158,426	200,000	5%	200,000	5%
SCHOOL CAPITAL CONSTRUCTION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400,000	\$ 1,400,000	1,400,000	-	1,400,000	-
COUNTY CAPITAL CONSTRUCTION	\$ 941,676	\$ 585,767	\$ 700,000	\$ 700,000	\$ 700,000	\$ -	\$ 700,000	-	0%	-	0%
DEBT SERVICE FUND	\$ 18,394,649	\$ 18,379,137	\$ 24,617,680	\$ 24,617,680	\$ 24,617,680	\$ (371,693)	\$ 24,245,987	(371,693)	-2%	(371,693)	-2%
REVENUE STABILIZATION FUND	\$ 500,000	\$ -	\$ 500,000	\$ 500,000	\$ 500,000	\$ (500,000)	\$ -	(500,000)	-	(500,000)	-100%
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 160,950,136</b>	<b>\$ 156,429,292</b>	<b>\$ 163,287,594</b>	<b>\$ 166,858,409</b>	<b>\$ 162,400,512</b>	<b>\$ 5,467,964</b>	<b>\$ 167,868,476</b>	<b>\$ 4,580,882</b>	<b>2.8%</b>	<b>\$ 1,010,067</b>	<b>0.6%</b>

# BUDGET SUMMARY

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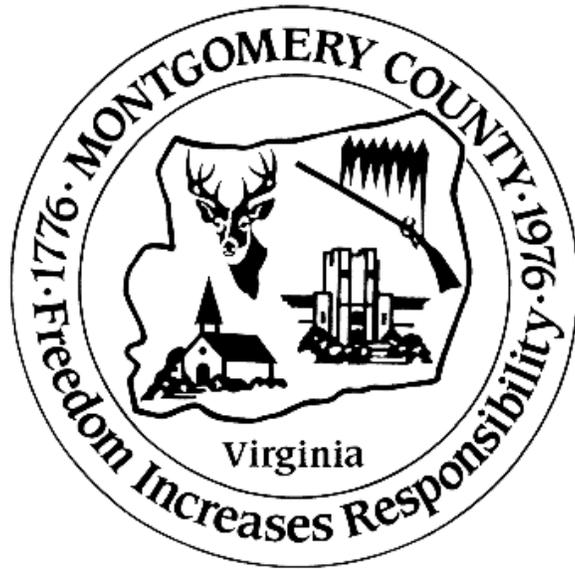
## APPENDIX B

Summary of Authorized Full Time or Full Time Equivalent Positions

Division	Department	Approved Full-Time FY 12	Approved Part-Time FY 12	Approved Total FY 12	Approved Full-Time FY 13	Approved Part-Time FY 13	Approved Total FY 13	Proposed Full-Time FY 14	Proposed Part-Time FY 14	Proposed Total FY 14
110	County Administration	5.00	0.50	5.50	5.00	0.50	5.50	6.00	0.50	6.50
110	Emergency Services	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
110	Human Resources	4.00	0.00	4.00	4.00	0.00	4.00	4.00	0.00	4.00
110	Public Information Office	3.00	0.00	3.00	3.00	0.00	3.00	3.00	0.00	3.00
120	County Attorney	1.00	0.50	1.50	1.00	0.50	1.50	1.00	0.50	1.50
130	Finance Department	8.00	0.50	8.50	7.00	0.50	7.50	9.00	0.50	9.50
130	Purchasing	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
140	Information Technology	9.00	0.50	9.50	9.00	0.50	9.50	9.00	0.50	9.50
150	Commissioner of Revenue	8.00	0.00	8.00	8.00	0.00	8.00	8.00	0.00	8.00
152	Assessment	6.00	0.00	6.00	5.00	0.00	5.00	5.00	0.00	5.00
152	Land Use	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
160	Treasurer	8.00	0.00	8.00	8.00	0.00	8.00	8.00	0.00	8.00
162	Treasurer- Collections	4.00	0.00	4.00	4.00	0.00	4.00	4.00	0.00	4.00
170	Registrar/Electoral Board	3.00	1.00	4.00	3.00	0.50	3.50	3.00	0.50	3.50
180	Internal Services-Garage	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
200	Commonwealth Attorney	11.00	0.00	11.00	11.00	0.00	11.00	11.00	0.00	11.00
210	Circuit Court	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
220	General District Court	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230	Juvenile & Domestic Relations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
240	Magistrate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250	Clerk of Circuit Court	10.00	0.00	10.00	10.00	0.00	10.00	10.00	0.00	10.00
310	Sheriff-State	100.00	1.00	101.00	100.00	1.00	101.00	100.00	1.00	101.00
320	Sheriff-County	27.00	3.00	30.00	26.00	3.50	29.50	26.00	3.50	29.50
400	General Services Administration	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
400	Animal Control	3.00	1.25	4.25	3.00	1.25	4.25	3.00	1.25	4.25
400	Building & Grounds	7.00	0.00	7.00	7.00	0.00	7.00	7.00	0.00	7.00
400	County Engineer	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
400	Housekeeping	8.00	1.00	9.00	9.00	1.00	10.00	9.00	1.00	10.00
400	Inspections	5.00	0.00	5.00	4.00	0.00	4.00	4.00	0.00	4.00
400	Lawns and Landscaping	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
400	Litter Control	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
400	Solid Waste Collections	5.00	14.40	19.40	5.00	12.00	17.00	5.00	11.40	16.40
520	Human Services	2.00	0.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00
520	RSVP	2.00	0.50	2.50	2.00	0.50	2.50	2.00	0.50	2.50
540	Social Services	64.00	0.00	64.00	64.00	0.00	64.00	63.00	0.00	63.00
700	Parks & Recreation	7.00	0.00	7.00	7.00	0.00	7.00	8.00	0.00	8.00
710	Regional Library	16.00	4.50	20.50	16.00	4.50	20.50	16.00	4.00	20.00
800	Planning & GIS	6.00	0.00	6.00	6.00	0.00	6.00	6.00	0.00	6.00
810	Economic Development	4.00	0.00	4.00	3.00	0.00	3.00	3.00	0.00	3.00
<b>TOTAL</b>		<b>350.00</b>	<b>28.65</b>	<b>378.65</b>	<b>346.00</b>	<b>26.25</b>	<b>372.25</b>	<b>349.00</b>	<b>25.15</b>	<b>374.15</b>

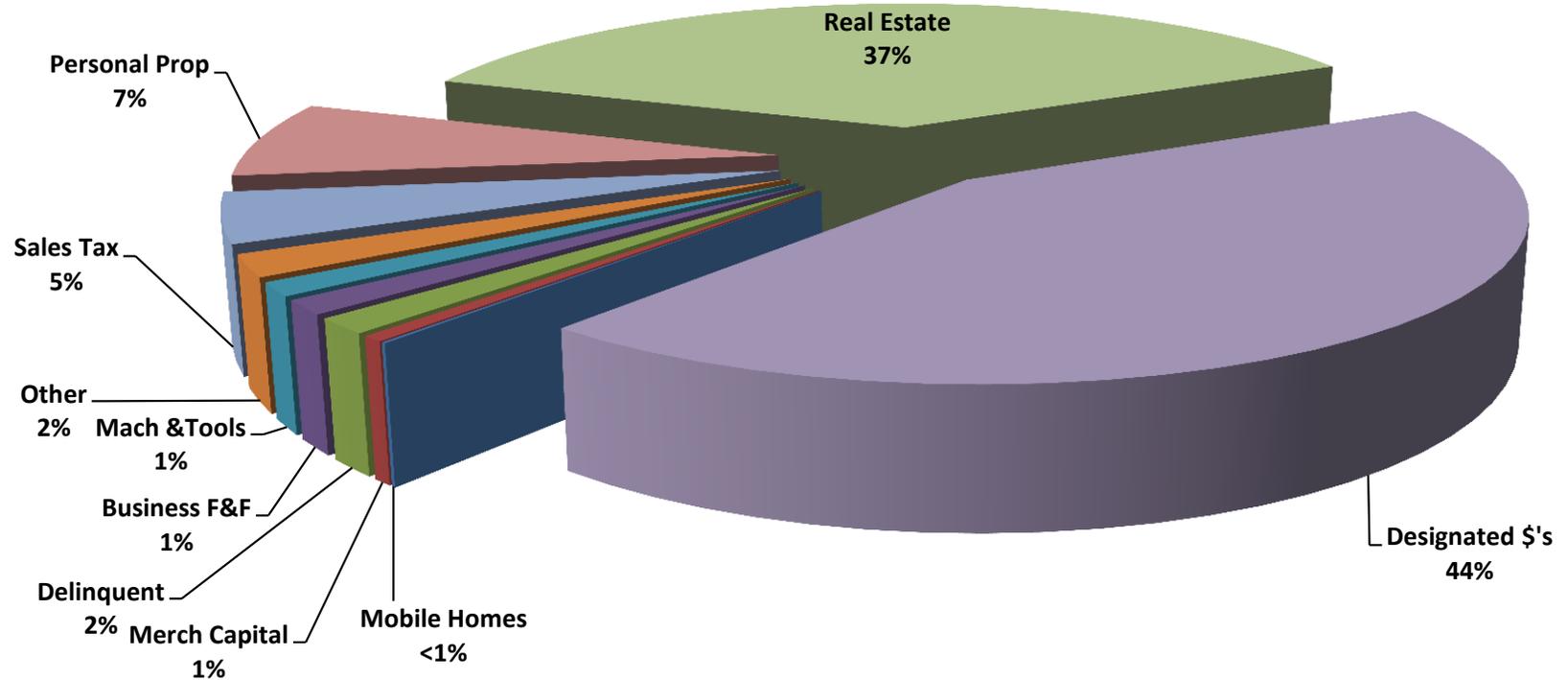
# BUDGET SUMMARY

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## APPENDIX C

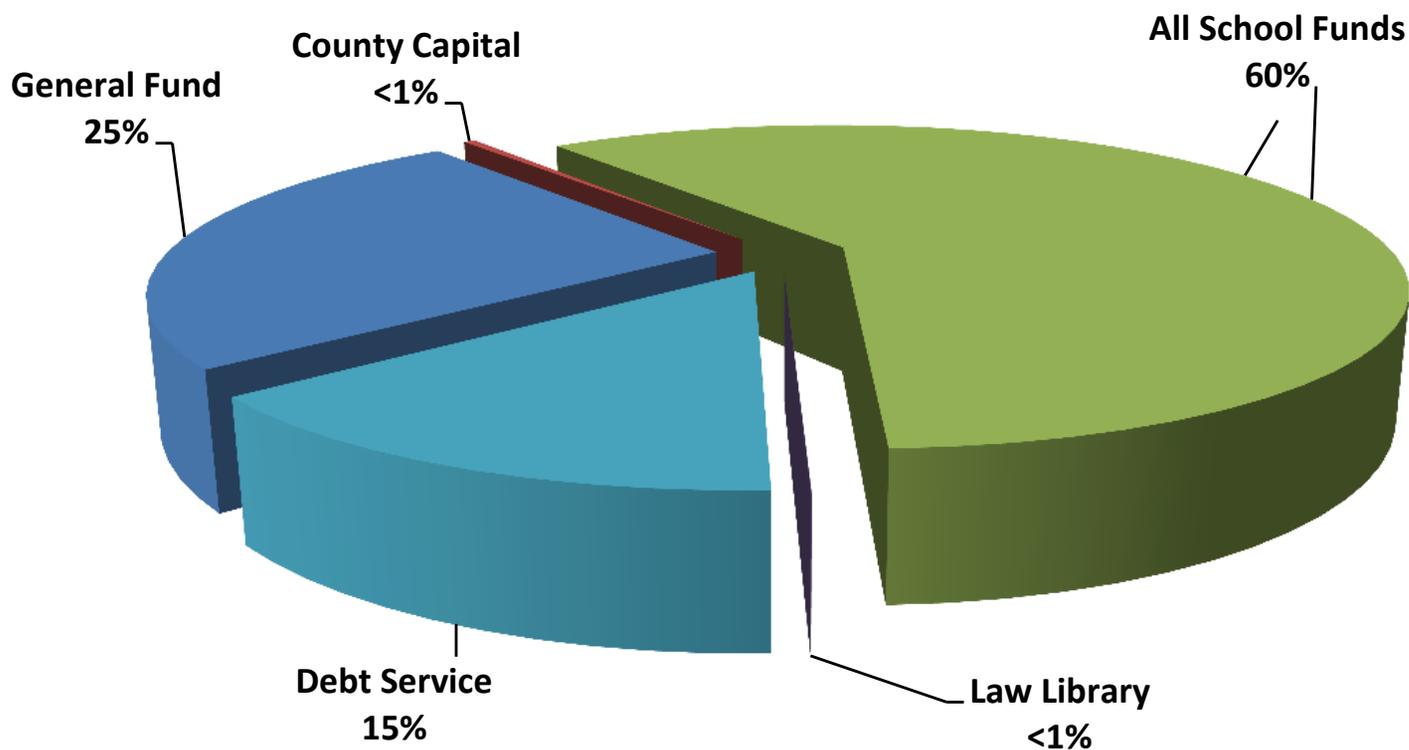
# Where It Comes From FY 2014 Proposed Budget \$167.9 Million



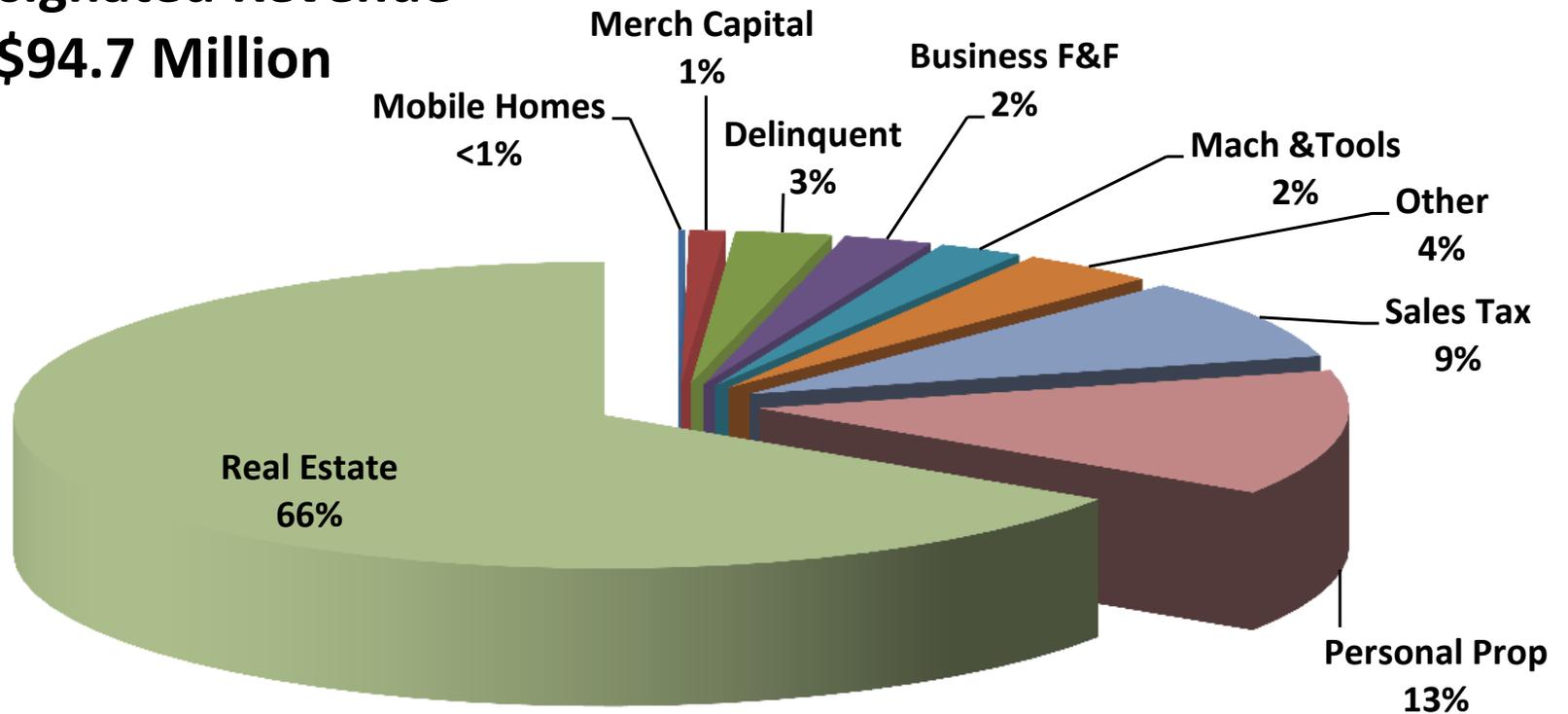
# Where It Goes

## FY 2014 Proposed Budget

### \$167.9 Million



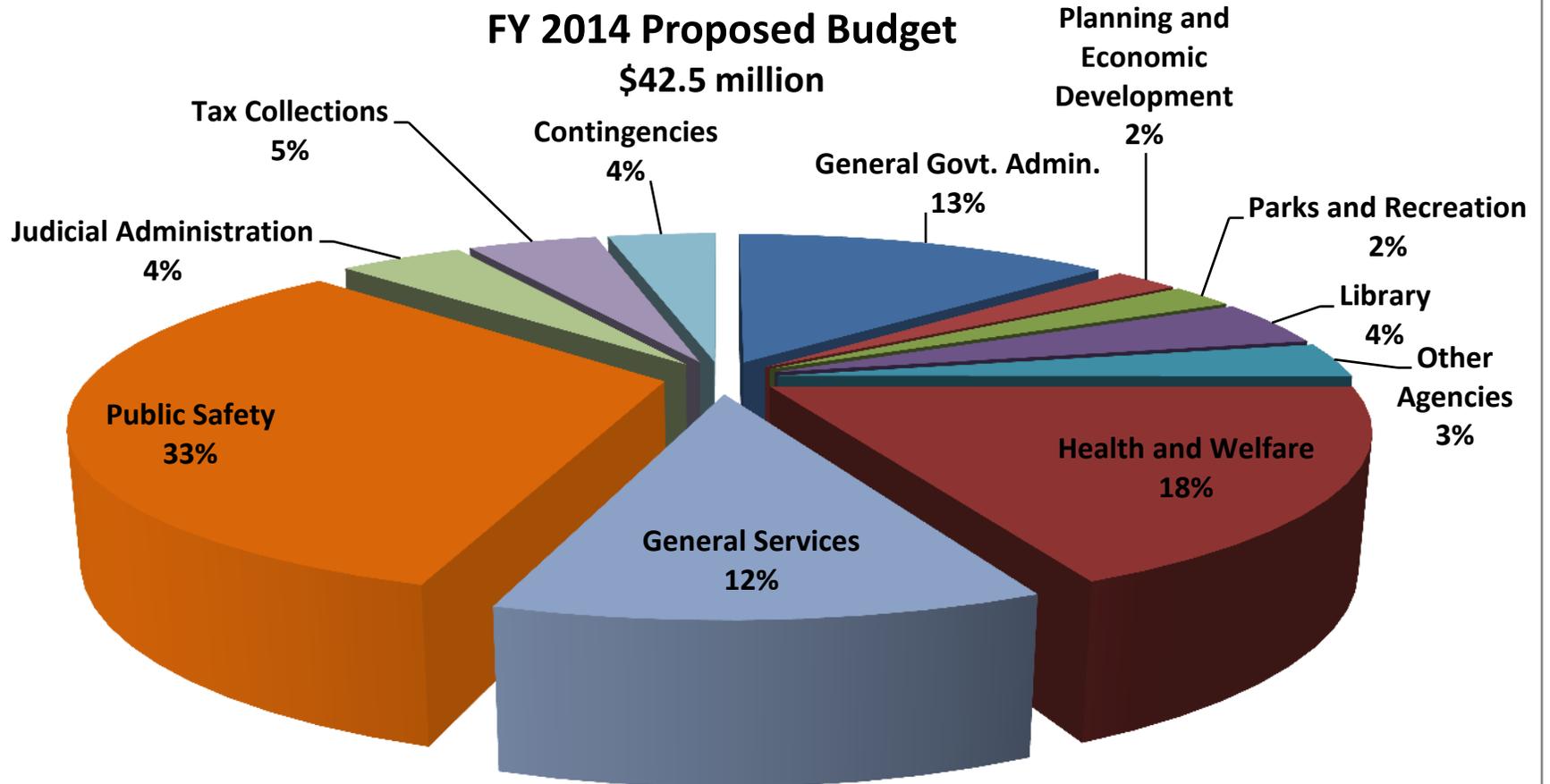
# Undesignated Revenue \$94.7 Million



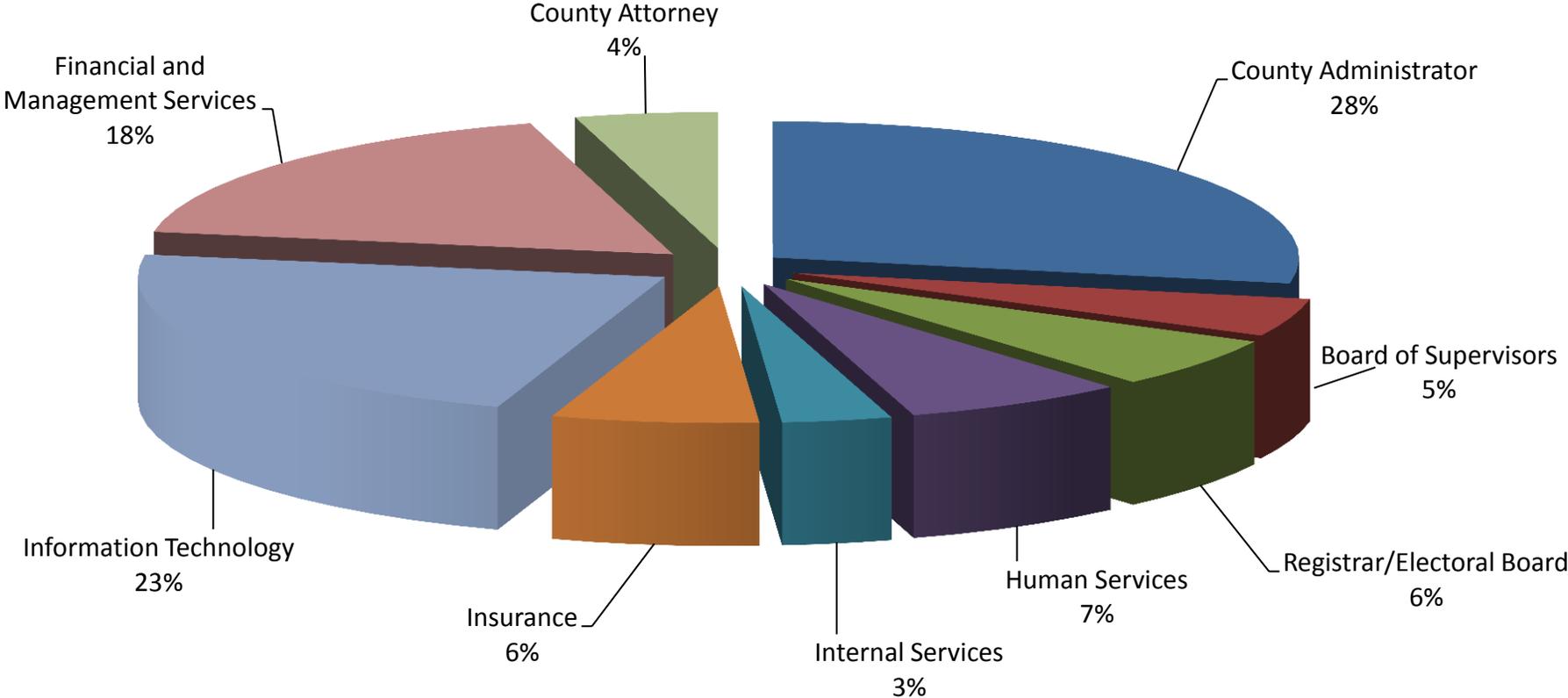
# General Fund Functions

FY 2014 Proposed Budget

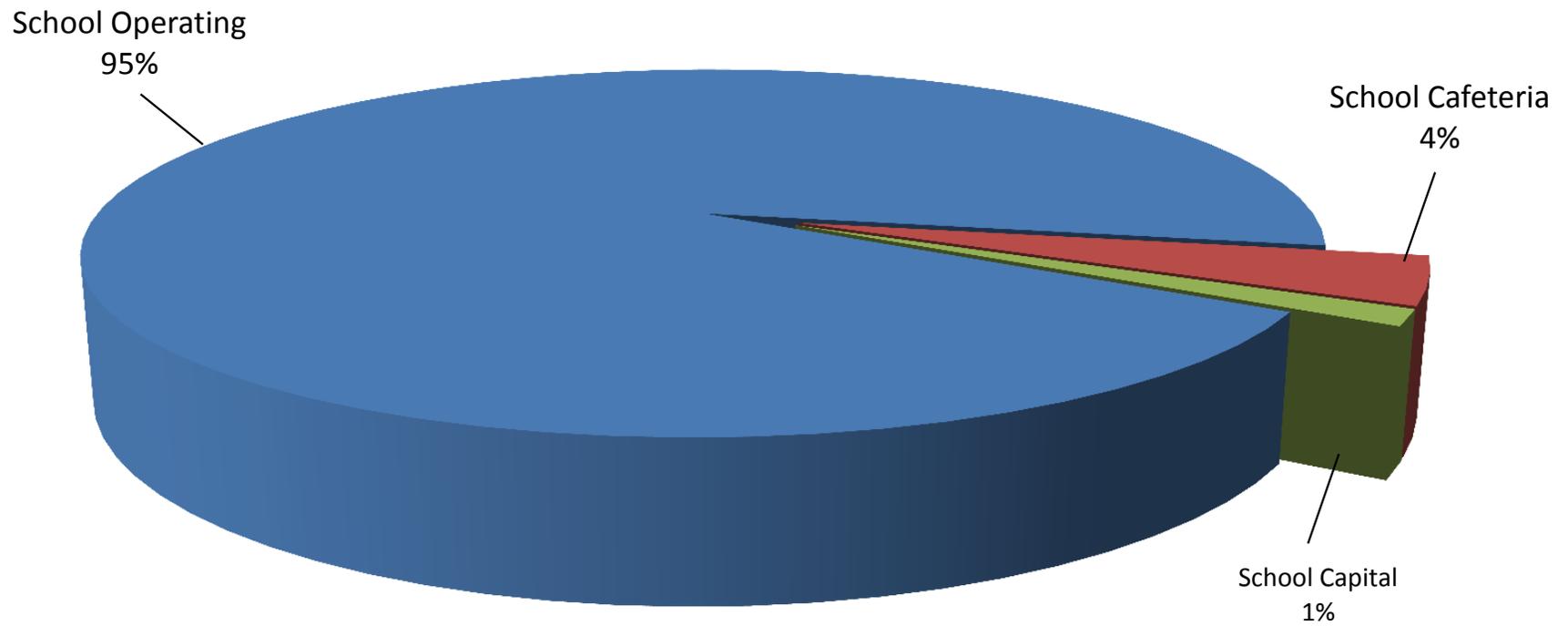
\$42.5 million



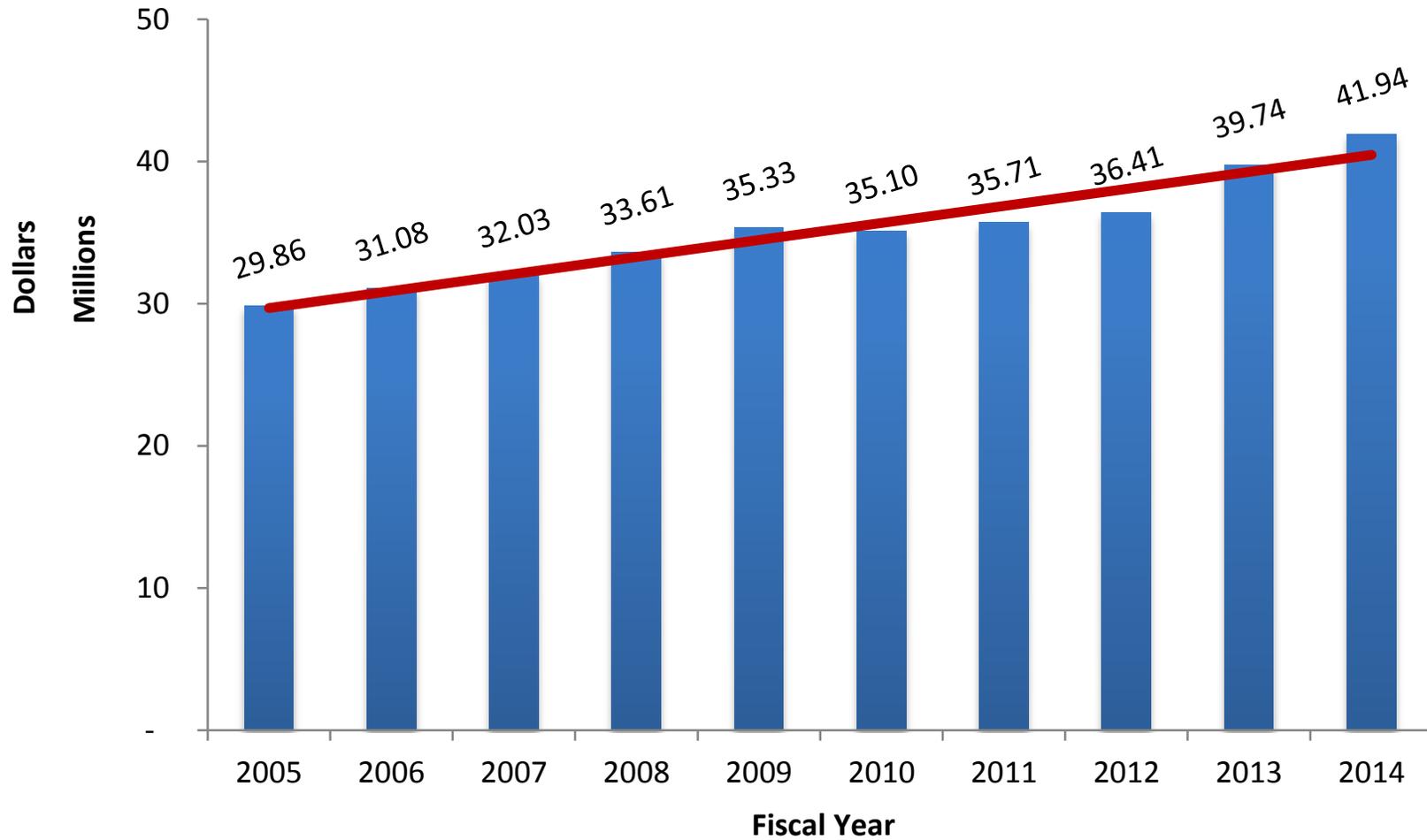
**General Government Administration**  
**FY 2014 Proposed Budget**  
**\$5.6 million**



**School Funds**  
**FY 2014 Proposed Budget**  
**\$100.4 million**



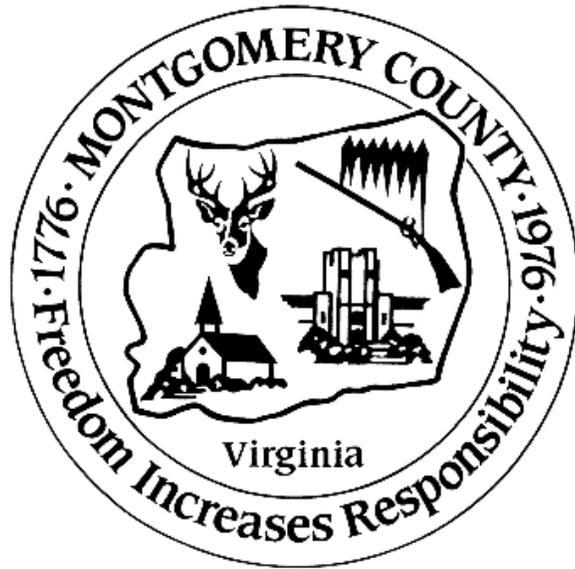
# County Funding for Schools



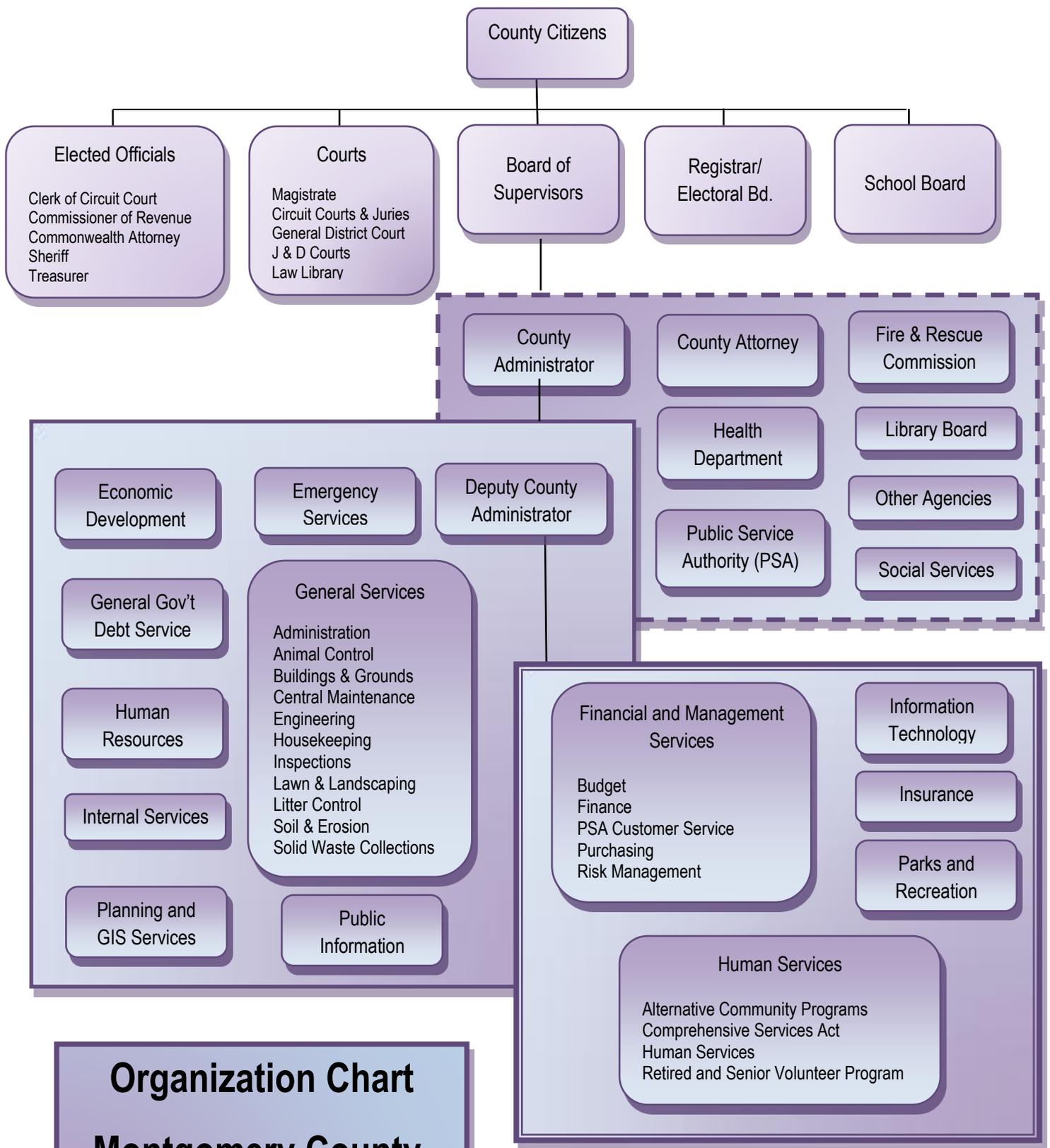
All years are net of County funding provided for school debt service and school capital

# BUDGET SUMMARY

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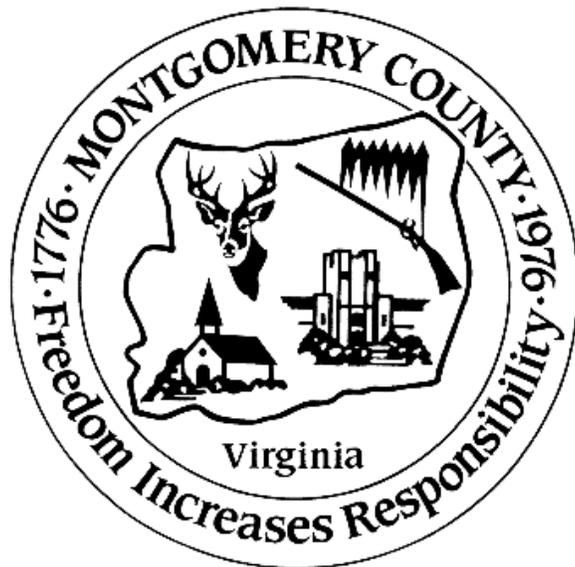
## APPENDIX D



**Organization Chart**  
**Montgomery County,**  
**Virginia**

# UNDERSTANDING THE BUDGET

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## MONTGOMERY COUNTY'S BUDGET PROCESS

# UNDERSTANDING THE BUDGET PROCESS

## **Preparation of The Annual Budget**

Montgomery County's annual budget begins with the proposed budget, the budget recommended by the County Administrator, and ends with the approved budget, which has been reviewed and adjusted by the Board of Supervisors.

This budget document includes both the County's general government operating budget and Montgomery County Public Schools' operating budget.

The Board of Supervisors holds public hearings at which citizens may express their views on the recommended budget. Such comments assist the Board of Supervisors in making decisions regarding spending. The County's 2014 Budget Calendar is as follows (*some changes may occur during the process*):

## **Fiscal Year 2014 Budget Calendar**

DATE	TIME	ACTIVITY
<b>January 2013</b>		
14	7:00 PM	Public Hearing for citizen input.
28	7:00 PM	Budget work session – Revenue Estimates.
<b>February 2013</b>		
11	7:00 PM	Presentation of school budget.
<b>March 2013</b>		
4	5:30 PM	Presentation of the FY 2014 Proposed Budget. ( <i>Special Meeting</i> )
11	7:00 PM	Budget work session; establish advertised tax rate and advertised budget. ( <i>Special Meeting</i> )
26	6:00 PM	Public Hearing on advertised tax rate and budget. ( <i>Special Meeting</i> )
<b>April 2013</b>		
15	6:00 PM	Adopt budget and establish tax rate. ( <i>Special Meeting</i> )

## **The County's Budget Process**

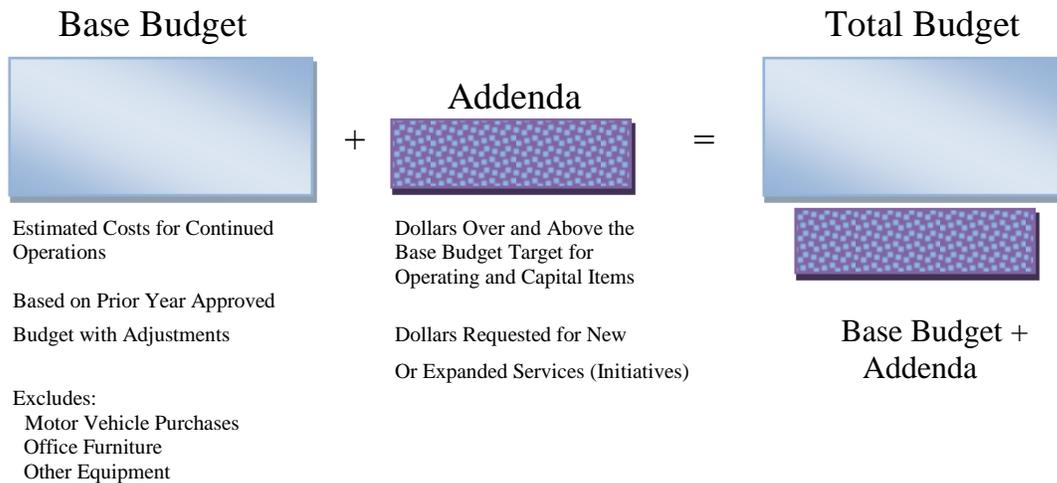
With the goal of allowing decision-makers to focus on broader issues, the budget document consolidates similar functions. Efforts to streamline the process and reduce the volume of paper generated have changed the process in past years. The FY 2014 budget continues to consolidate information and array budget data in ways that facilitate a broader understanding of the document. These include:

- **Base Budget Targets** are established for budget requests. This allows for the delineation between previously approved funding levels and requested increases in items.
  - **Base Budget Targets** are established as follows:
    - ✓ *Personal Services* - Includes all positions approved up to the issuance of the proposed budget, and covers the estimated costs in fringe benefits.
    - ✓ *Operations and Maintenance Target* - Caps funding at the level of the FY 13 Approved Budget, less adjustments for one-time only expenditure items.
    - ✓ Excludes *Capital Outlay* - Capital Outlay requests are presented separately from the Base Budget.

## UNDERSTANDING THE BUDGET PROCESS

- **Addenda Requests** are increased funding over and above the Base Budget Targets. They must be presented as **Addenda** to the Base Budget. This means that additional justification for increased funding or the inclusion of Capital Outlay dollars must be provided with the request.

These changes were designed to clearly identify increases to operations, initiatives proposed by departments, and all capital outlay items requested. The chart below depicts the process.



### How to Understand and Use This Document

The FY 2014 budget document is organized into six major headings, each of which is separated by a large divider tab:

- Budget Message
- Table of Contents
- Budget Summary
- Understanding the Budget
- Revenue Summary
- Expenditure Plans

Included under the last section, Expenditure Plans, are 34 of the County's major Divisions or budget categories, which include revenues earmarked for use by the specific Division. Listed numerically according to a three-digit code, each of these sub-sections includes the Division's Organizational Chart, Financial Data, Description of the Division as a whole, Base Budget Discussion, Addenda Discussion, which includes the County Administrator's recommendation. Also included are each Department's Description and Financial Data.

**Division Financial Data** - Provides a recap of the Division's funding history, including the Base Budget and addenda requests, as well as recommended funding by three categories:

- Personnel Services
- Operations and Maintenance
- Capital Outlay

## UNDERSTANDING THE BUDGET PROCESS

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**Division Description, Base Budget Discussion, and Addenda Discussion** - The Description section explains the Division as a whole. The Base Budget Discussion and Addenda Discussion justify and describe the County Administrator's funding recommendations.

**Department Description and Financial Data** - Presents historical budget data by major category for each department. The following column headings are used:

- FY 12 Revised Budget
- FY 12 Actual Budget
- FY 13 Approved Budget
- FY 14 Base Budget
- FY 14 County Administrator's Recommended Addenda
- FY 14 County Administrator's Recommended Total

The County Administrator's Recommendation column identifies the amount of funding recommended for each major cost category by base budget and addenda.

Revenue that has been designated to offset expenditures in divisions is also presented. These sources include State Compensation Board funding, fees and permit charges collected by the respective divisions and other sources related to each specific function. In the presentation format, designated revenues are totaled and subtracted from the expenditures, identifying the amount of the County's undesignated general fund revenue needed to support the division's expenditures.

### **Conclusion**

The Board of Supervisors uses this combination of documents and information to review and approve the annual budget. It is available as public information for review by any citizen who requests access to it and is found on the County's web site at [www.montva.com](http://www.montva.com). A glossary of financial terms begins on the following page in an effort to assist citizens in reviewing and understanding the County's budget. If you have any questions about the County's budget or the budget process, please contact Montgomery County's Office of Public Information at 382-5700.

## **GLOSSERY OF TERMS**

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### **Addenda Request**

The request for funding amounts over and above the designated Base Budget targets.

### **Appropriation**

An approval by the Board of Supervisors for County staff to make an expenditure or to incur debt using government resources. These are usually for specific, stated amounts over a one-year period.

### **Appropriation Resolution**

The official act by the Board of Supervisors granting staff the legal authority to obligate or spend County funds.

### **Approved Budget**

The budget enacted by the Board of Supervisors.

### **Assessed Value**

The fair market value placed by the Commissioner of Revenue on personal and real property owned by County citizens. Real estate values are reassessed every four years.

### **Base Budget**

A budget that shows how much it would cost in the next fiscal year to operate the same programs approved in the current year.

### **Budget**

A financial plan for operating the County using estimates of costs (expenditures) and proposed methods for offsetting those costs (revenues).

### **Budget Calendar**

The County's schedule of deadlines and events for preparing and adopting the next year's budget.

### **Budget Document**

The County staff's official report which presents the proposed budget to the Board of Supervisors.

### **Budget Message**

The County Administrator's written synopsis of the proposed budget. This message analyzes budgeting issues and specific programs within the context of the County's economic climate. In addition, it gives the County Administrator an opportunity to highlight certain recommendations, which deserve special attention.

### **Capital Assets**

Fixed assets with a value of at least \$5,000 and an anticipated useful life of at least several years. Furniture and equipment are examples of fixed assets.

### **Capital Improvement Program**

The County's five year plan for completing capital projects on an annual basis, with tentative beginning and ending dates for each, anticipated costs and options for financing them.

### **Capital Projects**

Large one-time construction projects or purchases that are expected to provide services to citizens over a period of time. Examples of capital projects are the construction of new schools, fire stations, etc.

## **GLOSSARY OF TERMS**

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### **Contingencies**

Special monies set aside for unforeseen costs or emergencies. These can also be dollars set aside for special purposes.

### **Debt Service**

The repayment of County debt, including interest.

### **Expenditures**

The cost of or payment for goods and services used in County operations.

### **FTE**

Full Time Employee or Full Time Equivalent.

### **Fiscal Year**

The County's financial reporting year, this begins on July 1 and ends on June 30 of the next calendar year.

### **Function**

An overall type of activity performed by a division or organization. The County's budgets are divided into groups of divisions that perform similar functions.

### **General Fund**

The part of the budget that accounts for day-to-day operating expenses for the County, including dollars transferred from the General Fund for support of the school system. This fund is separate from proprietary funds such as the PSA and IDA funds.

### **General Obligation Bonds**

A promise from County government to pay for bonded debt (essentially a loan) based on its full faith and credit or basic power to pay debts with tax revenue. These bonds are used to finance long-term projects through payments of principal and interest over a period of years.

### **Grant**

A gift of assets, usually cash, by a private or government funding source, to another organization. The County receives most of its grants for specific projects or programs from the federal or state government. However, private foundations sometimes contribute funds to the County.

### **Internal Service Fund**

A type of fund covering costs for delivery of goods or services from one County program to another on a cost-reimbursement basis, such as the Motor Pool.

### **Proposed Budget**

The initial budget prepared for and proposed to the Board of Supervisors by the County Administrator.

### **Revenue**

Income or increased assets for a specific fund.

## **GLOSSERY OF TERMS**

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### **Tax Exempt Revenue Bonds**

Under the lease revenue method, the County and/or School Board transfer a “lease hold interest” (the legal right to use the property) to the Industrial Development Authority. The IDA then “leases back” these facilities and projects to the County and/or the School Board for a term equal to the debt service. The lease payments cover the debt service. These issuances were also structured with a Trustee. The Trustee must enforce all obligations. Consequently, the Trustee collects rental payments, pays bondholders, and monitors requisitions on the use of funds and issues checks to vendors from the proceeds.

### **Tax Levy**

The total dollar amount of tax that should ideally be collected based on existing tax rates and assessed values of personal and real properties.

### **Tax Rate**

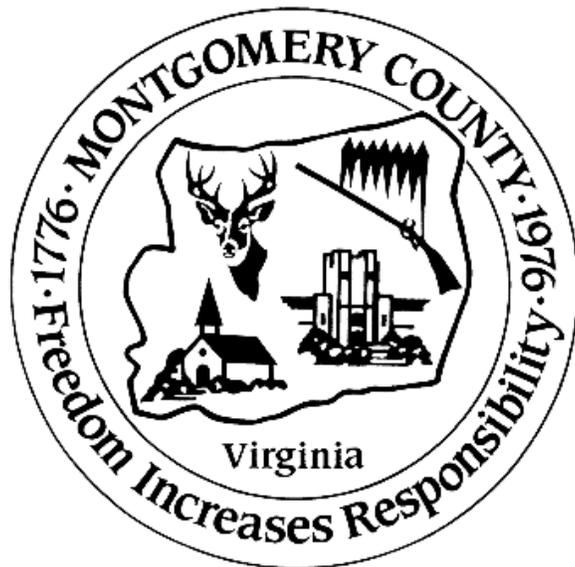
The level at which taxes are imposed or charged for certain property owned by citizens and businesses.

### **Unemployment Rate**

The Virginia Employment Commission's (VEC's) report of persons who are actively filed as not holding, but are seeking, a job for which they would receive compensation. This does not include persons who have no job, but do not consult the VEC for job placement services.

# REVENUE SUMMARY

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## FISCAL YEAR 2014 PROPOSED BUDGET

## **REVENUE SUMMARY FY 14**

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### **Overview of Economic Status**

The condition of the County economy is greatly affected by national and state economic conditions. The economy has an impact on County services and the County's ability to pay for these services. A strong economy promotes more people working, more homebuyers, and more tax revenue. In contrast, a bleak economy means businesses close, unemployment rates increase, and the competition for government dollars increases. The state of the economy is the single most important factor in predicting growth and increased tax revenue.

### **Predicting Future Revenue Collections**

- Real Estate values are based on the actual value as of January 1, 2012 and estimated increases from new construction. From January 1, 2012 to January 1, 2013, assessed values due to new construction are estimated to increase \$49 million. Growth from January 1, 2013 to January 1, 2014 is estimated to increase \$50 million.
- Personal property tax collections are based on the 2012 tax book, which is the most recent documentation of assessment values. From this data, the 2013 values are estimated. In addition, prior year collection rates are used as predictors of future year collections. The rate of collection in FY 12 and FY 13 is used to estimate the rate of collection in FY 14. The 2013 personal property book will not be issued until at least September 1, 2013, which is in FY 14. As additional information is known, better estimates can be made.
- Estimated values and collection rates can also change depending upon the fluctuations in the economy and interest rates. If consumer confidence wanes, the growth in sales tax collections, personal property values and the value of new housing starts are affected. Over the past several fiscal years, the County has experienced a downturn in housing starts, negative growth in sales tax collections, and declining new car and truck registrations. This resulted in limited economic growth. Growth for the future looks more promising. While housing starts are still down significantly from prior years, the County is beginning to see improvement in the areas of sales tax collections, and new car and truck registrations. This growth, while still limited, indicates the economy is stabilizing.
- In FY 12, many revenue categories exceeded projections, while a few fell short of the projected estimates. In FY 13, revenue collections are tracking well to budgeted estimates. In FY 14, the County projects approximately \$2.8 million in undesignated revenue growth – with \$1.4 million of that growth from personal property motor vehicle growth and \$0.4 million from sales tax growth. Due to limited commercial and residential housing growth, the County is only expecting \$50 million in new residential and commercial construction growth, resulting in \$0.1 million in additional taxes. Delinquent tax collections are estimated to provide \$0.5 million. All other categories of undesignated revenues are expected to generate \$0.4 million. Designated revenues are estimated to remain relatively flat – with a slight shortfall of \$0.4 million. Given current economic conditions, the County estimates \$2.4 million in total revenue growth for FY 14.

### **What is the National Economic Outlook?**

- The state and local economy often mirrors national trends.

## REVENUE SUMMARY FY 14

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- The United States unemployment rate had fallen from 2004-2007, indicating a strong economy. This changed significantly in 2008, and over the next four years, with record high unemployment rates due to the economic recession. According to the Virginia Employment Commission (VEC), the unemployment rate for the U.S. fell from 5.5% in 2004 to 5.1% in 2005 to 4.6% in 2006 and 2007. In 2008, the unemployment rate increased to 5.8%. In 2009 and 2010, the unemployment rate increased dramatically to 9.3% and 9.6% respectively. In 2011 and 2012 the rate dropped slightly to 8.9% and 8.1% respectively. Comparing the latest information, the unemployment rate for December 2012 was 7.6%, down from 8.3% in December 2011. This most recent data indicates that unemployment rates and the economy are beginning to improve. Job growth is still weak, as the U.S. is still not producing enough new jobs for displaced workers. It is estimated that the unemployment will remain steady, around 8% to 8.5%, for much of 2013.
- The U.S. Gross Domestic Product (GDP), which is the total market value of goods and services produced in the United States, is a good indication of economic trends. According to the Bureau of Economic Analysis, the GDP of the U.S. increased at a rate of 3.1% in the third quarter of 2012. For the fourth quarter, the rate decreased by 0.1%. Analysts expect the economy to grow by 2% for 2013.
- The Consumer Price Index (CPI) is a measure of inflation. In 2005, the percentage change (inflation rate) for the CPI was 3.4%. Over the past seven years, the CPI has averaged 2.3%. For 2011 and 2012, the rate was 3.2% and 2.1% respectively. Relatively low inflation rates mean that purchasing power and the cost for goods and services are remaining stable.
- The housing market, which has been in recession for the past five years, is showing signs of improvement. According to the National Association of Home Builders, builder confidence on the housing market index continues to remain at its highest level since April of 2006. A decrease in available inventory, improving unemployment rates, low interest rates, and growing consumer confidence all suggest positive attributes for growth in 2013. Economists estimate that housing growth could provide 1% of the total U.S. economic growth for the year.
- After a five year slump, U.S. auto sales are up again, adding growth going forward into 2013. Based on the latest data, auto sales were up 14% in January of 2013. Economists predict that the industry's gains for 2013 will outpace gains realized in other sectors of the economy. Analysts anticipate year-end growth of 7%.
- While unemployment rates are still near record highs, the U.S. economy is showing signs of improvement. While growth still remains weak in some sectors, most economic forecasts for gains in GDP show real growth of 1.7% to 2% for 2013. Improving unemployment rates, job growth, decreasing home inventory, increased auto sales, and increasing consumer spending confidence suggest modest growth for 2013.

### What is the State Economic Outlook?

- Virginia's economy is experiencing similar trends as the national economy.
- Virginia's unemployment rate had also fallen over the past several years, indicating job growth until 2008. According to the VEC, the unemployment rate for the State of Virginia fell from 3.7% in 2004, to 3.5% in 2005, to 3.0% in 2006. The rate then increased in 2007 and 2008 to 3.1% and 4.0%

## REVENUE SUMMARY FY 14

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respectively. In 2009 and 2010, the unemployment rate increased dramatically to 6.9%. In 2011, the rate decreased to 6.2%. Comparing the latest information, the unemployment rate for December 2012 was 5.4%, down from 5.9% in December 2011.

- Like the U.S. economy, the Virginia economy continued to show signs of modest growth in 2012, with personal income and payroll growth ahead of estimates.
- State General Fund revenues for FY 2012 grew by 5.4% exceeding the official forecast of 4.5%. This was due mostly to payroll and sales taxes. State General Fund revenue projections for FY 2013 and FY 2014 are still below the state's normal trend, due to a slow economic recovery. Sales tax collections are estimated to improve further into FY 2013 and FY 2014, with growth estimated at 4.1% and 1.7% respectively.
- Based on the latest data, Virginia's economic outlook is consistent with national trends with the economy showing some signs of improvement. However, economists at the state level expect slower growth than will be gained nationally in 2013 – both in terms of employment improvements and personal income growth. Recent data shows that unemployment rates, while improving, are still higher than in recent years and the number of new jobs added is projected to grow at a slower rate than in previous years. Overall, Virginia's economy has fared far better than many other states, and unemployment rates are lower than the average of the nation.

### What about Local Growth?

- Montgomery County is not immune to the trends currently being experienced at the State and national levels. Like national and state trends, Montgomery County's unemployment rate had fallen in recent years and then increased sharply. According to the VEC Montgomery County's unemployment rate fell from 3.6% in 2004 to 3.5% in 2005 to 3.1% in 2006. The unemployment rate then increased to 3.2% in 2007 and 4.1% in 2008. In 2009 and 2010, the unemployment rate increased dramatically to 7.1% and 7.3% respectively. In 2011, the rate dropped to 6.4%. Comparing the latest information, the unemployment rate for December 2012 was 5.2%, down from 5.6% in December 2011.
- New car registrations for calendar year 2012 compared to calendar year 2011 were up 17%. New truck registrations for calendar year 2012 compared to calendar year 2011 were up 6%. In total, new vehicle registrations were up 15%, compared to 11% for the previous year.
- New real estate construction values going forward are consistent with the value gains achieved over the past several years. Prior to the recession, the County averaged between \$100 and \$150 million in new real estate construction growth. Actual growth from CY 2011 to CY 2012 was \$28 million; actual growth from CY 2012 to CY 2013 was \$49 million. Estimates for CY 2014 have been placed at \$50 million.
- Sales tax collections are looking more promising than in recent years. In 2008, sales and use taxes reached a peak of \$7.3 million before the recession hit. For the next three fiscal years, the County collected less revenue in this category than it collected in 2008. For fiscal year 2012, the County collected \$7.6 million. The County is estimating \$7.8 million for FY 13. Growth for FY 2014 is estimated at 4%. See chart on the next page.

## REVENUE SUMMARY FY 14

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Sales and Use Tax Collections	
FY 05	\$6,520,107
FY 06	\$6,739,095
FY 07	\$7,093,880
<b>FY 08</b>	<b>\$7,333,314 Peak</b>
FY 09	\$7,205,999
FY 10	\$6,885,153
FY 11	\$7,184,055
FY 12	\$7,639,848
FY 13	\$7,759,550
FY 14	\$8,152,223

- While not immune to the effects of the broader economy, Montgomery County has always experienced slow and steady growth patterns. The County’s revenue structure, job base, and major economic contributors provide a strong foundation for sustained growth. The County did not experience large upswings in real estate valuation during the real estate boom; therefore, we are not experiencing a large downswing as the economy went into recession. While growth is limited due to issues still plaguing the boarder economy, positive incremental growth is occurring.

### State Budget: Local Impact

- Over the past several fiscal years, the state has drastically reduced the amount of state funding provided to local governments. Public education, public safety, Constitutional Officers, local libraries, and other local services have all been affected. In many areas, the state has shifted the burden of revenue generation on local governments. This year, after pressure from local governments, the state is returning some of those reductions.
- The state aid to localities (flexible) cuts, that have been in place since FY 2010, have been eliminated for FY 2014. This action results in an additional \$242,949 in additional revenue to the County’s designated General Fund revenue base.
- Other miscellaneous increases listed in the Governor’s budget, including a 2% pay increase for constitutional officers on August 1, 2013, provide an additional \$116,243 in additional designated revenue.
- For the Schools, the Governor’s budget includes an additional \$615,891.

### Variables Affecting Revenues

As depicted below, factors other than state policy affect local revenue. All these factors drive the funding available for the annual budget.



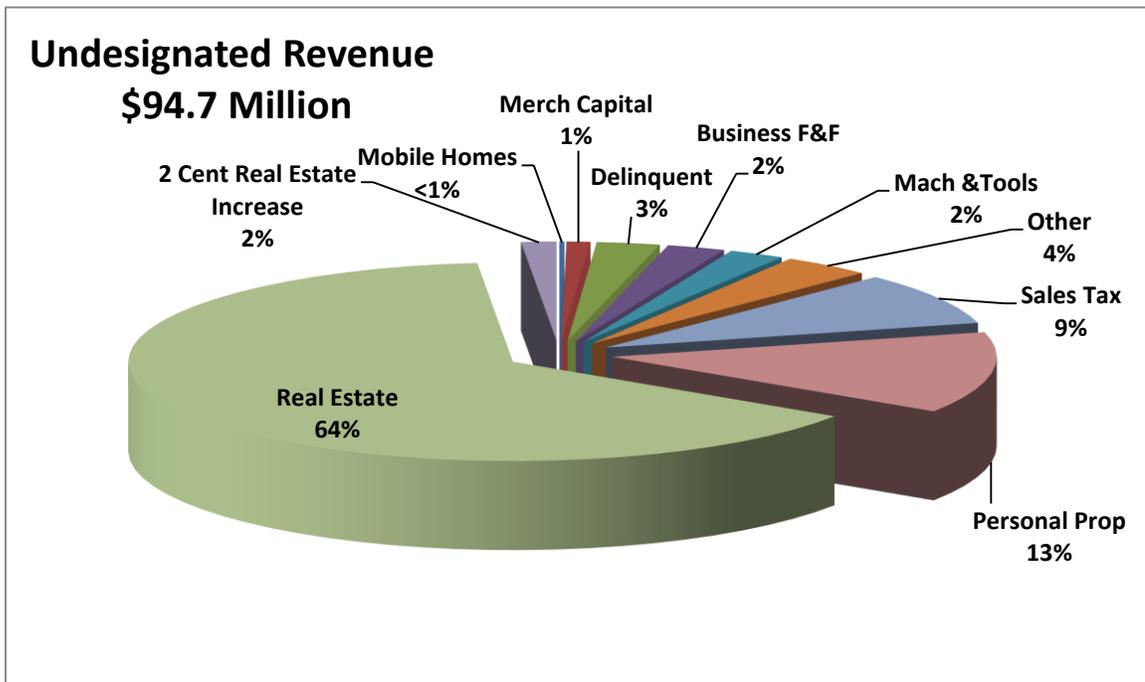
# REVENUE SUMMARY FY 14

## County Resources

Resources within the County budget are classified as either designated or undesignated.

- *Designated Resources* represent revenue accounts which are mandated for specific uses including:
  - Support from the State Compensation Board for constitutional officers, court fees, fees for services and programs
  - Direct state aid for public assistance payments
  - State and federal funds for schools
  - Support for human services programs
- *Undesignated Resources* fall into two categories: undesignated revenue and fund balance. *Undesignated Revenue* represents accounts which may be used in the budget at the Board's discretion. These accounts include property taxes, sales taxes, and similar local sources of revenue.

Total budgeted revenue for FY 14 is \$167.9 million with \$73.2 million considered *designated*. Of this designated amount, \$57 million or 77.6% is earmarked for schools. Designated resources are mandated for specific uses. *Undesignated Revenue* dollars that may be used in the budget at the Board's discretion, total \$94.7 million. Of this amount, \$41.9 million or 44% goes to the public schools for operations. \$21.9 million or 23% of the undesignated dollars support debt service costs for county facilities including public schools.



## REVENUE SUMMARY FY 14

### County Tax Rates

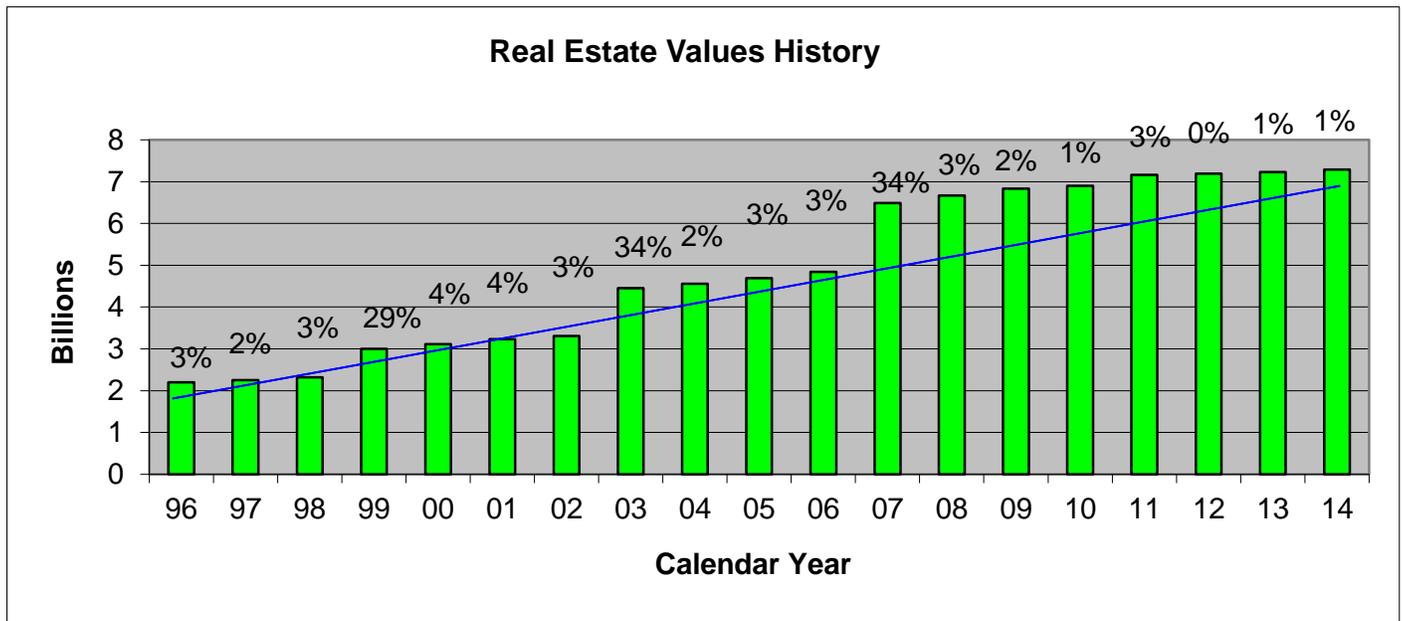
The table below shows the change in tax rates from FY 13 to FY 14. All rates are per \$100 of assessed value.

County Tax Rates	FY 13	FY 14
Real Estate Tax Rate	\$0.87/100	\$0.89/100
Personal Property	\$2.45/100	\$2.55/100
Machinery & Tools	\$1.82/100	\$1.82/100
Merchants Capital	\$3.05/100	\$3.05/100
Mobile Homes	\$0.87/100	\$0.89/100

### Current Property Taxes

#### Real Estate Tax Assessments

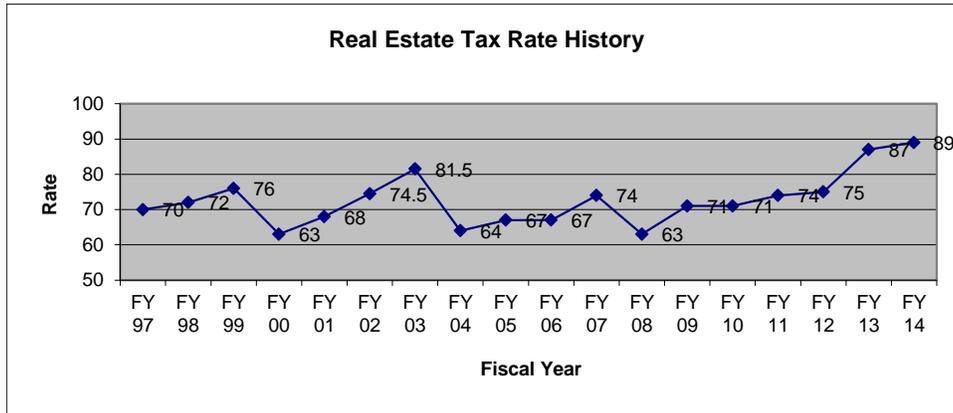
- Real Estate values totaled \$7.19 billion on the 2012 Land Book including the land use value. New growth for the 2013 and 2014 Land Books is estimated at \$49 million and \$50 million respectively. The 2014 Land Book is estimated at \$7.29 billion. Due to the slowdown in the construction and housing markets, growth for next year is projected to be well below the County's average new construction growth.
- Four-year increments show reassessment value increases (including growth) as follows: 1999 reassessment values increased 29%; 2003 reassessment values increased 34%; 2007 reassessment values increased 34%; 2011 reassessment values increased 3%. The chart below shows the values on the land book from 1996 through 2014 and increases each year.



# REVENUE SUMMARY FY 14

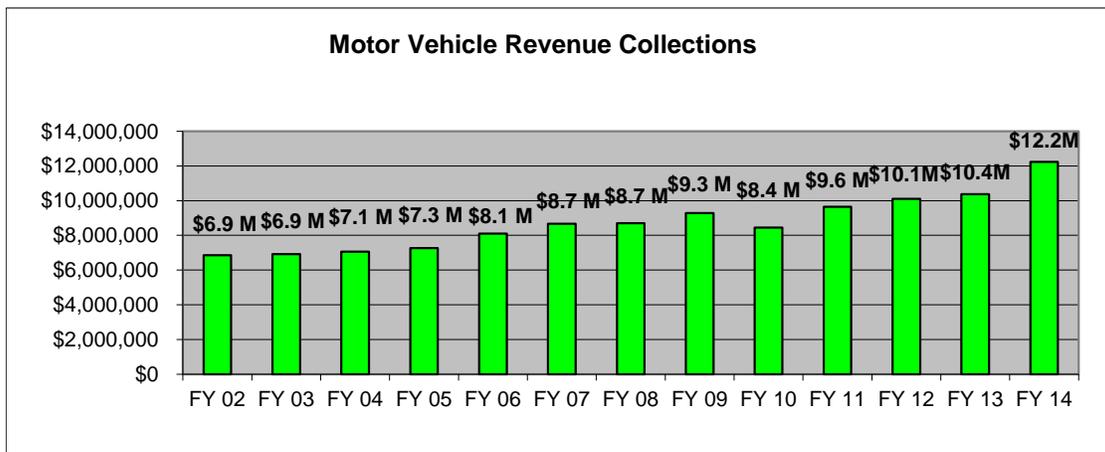
## Real Estate Tax Rates

- As the graph below denotes, the Board of Supervisors has traditionally dropped tax rates in the years of the general reassessment. The FY 14 Budget includes a two cent increase in the real estate tax rate from the current rate of 87 cents to the proposed rate of 89 cents.



## Personal Property Tax Assessments

- Personal Property Tax is assessed on cars, vans, pick-up trucks, utility trailers, boat trailers, motorcycles, and similar property owned by individuals and businesses. For the FY 14 budget, the rate has been increased from \$2.45 per \$100 to \$2.55 per \$100 of assessed value. This is a 10 cent increase in the rate. The personal property rate has not been increased since CY 1994.
- Since FY 02, the County has experienced significant growth in motor vehicle revenue collections. Dramatic increases have occurred in prior years due to the larger than average sales in sport utility vehicles. In FY 10, the value on the personal property book for motor vehicles dropped dramatically due to a change in vehicle valuation by the National Automotive Dealers Association (NADA) from an oversupply of used vehicles on the market. This resulted in a \$33 million drop in valuation on the personal property book for motor vehicles. To help offset this shortfall in FY 11, a change in the method in which motor vehicles are assessed from loan value to trade value was made. For FY14, the County has increased the rate by 10 cents from \$2.45 to \$2.55. Collections for FY 14 are estimated at \$12.2 million.

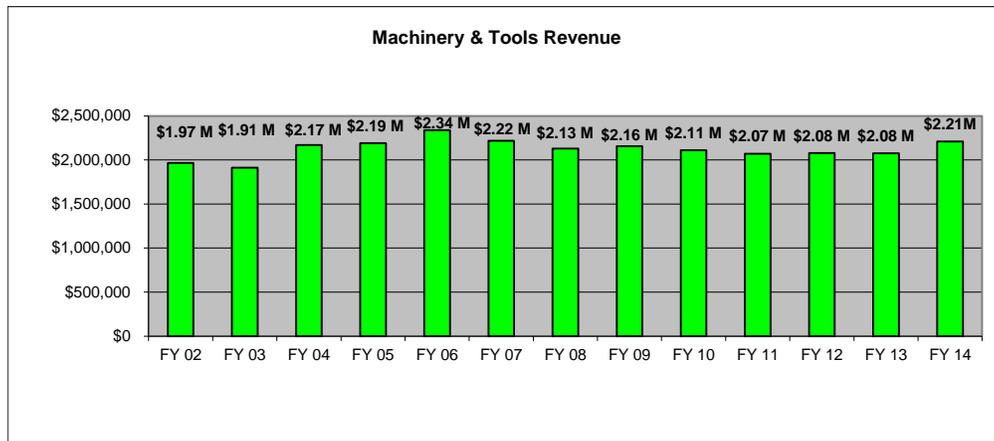


## REVENUE SUMMARY FY 14

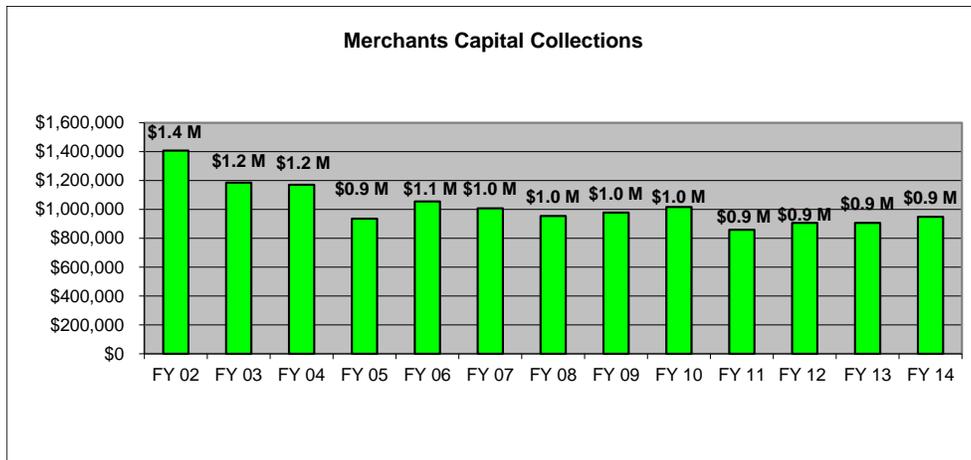
- Changes in the Car Tax Relief program made by the General Assembly became effective in FY 07. These changes reduce the amount of funding the State provides for Car Tax Relief. Individuals no longer receive a 70% reduction on their Car Tax bills. Each year the percentage of relief changes. The percentage of relief for FY 13 is 51.41% and the percentage for FY 14 will be known in the fall of 2013.

### Other Personal Property Taxes

- Machinery and Tools is a tax on businesses at \$1.82 per \$100 in value which is assessed at 60%/50%/40% depending on the number of years the asset has been owned. Since FY 02, revenue collections have been relatively flat, averaging close to \$2 million per year. The County estimates \$2.08 million for FY 13. The FY 14 estimate has been set at \$2.21 million.



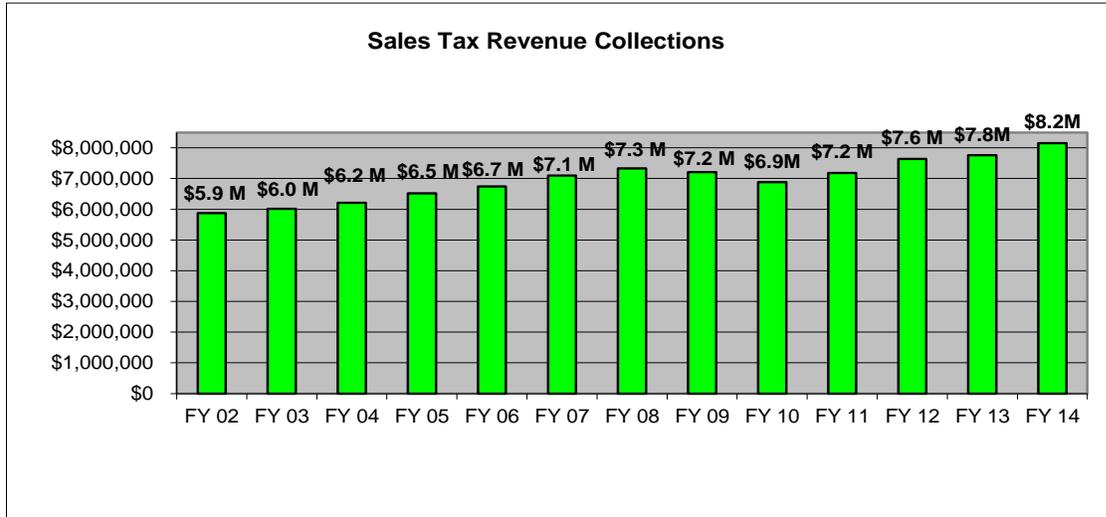
- Merchants Capital is a tax on the value of inventory at \$3.05 per \$100 and is assessed at 20% of the actual value. In FY 03 and FY 04, assessed value declined. In FY 05, the tax rate was lowered from \$4.50 to \$3.05 which generated a 38% increase in value deemed to be from car dealerships retaining their inventory within the County. In FY 11, the County lowered the estimate to \$0.8 million due to declining inventories at local automotive dealers in the County. The County estimates \$0.9 million for FY 13. The FY 14 estimate has also been set at \$0.9 million.



## REVENUE SUMMARY FY 14

### Local Sales Tax: Growth of Retail Sales

- Local sales tax collection had been increasing progressively from FY 02 to FY 09. FY 09 was the first year in which actual revenue collections came in lower than the prior fiscal year. In FY 10, the County received only \$6.9 million, the lowest collection since FY 06. Declines in sales tax revenue are due to the down turn in the economy. In FY 12, collections were up as the economy began showing signs of stabilization. For FY 13, the County is estimating \$7.8 million. The FY 14 estimate has been set at \$8.2 million based on 4% growth.



### Revenue Stabilization Fund

- Given the uncertainty of local revenue, and the potential for additional state funding reductions, a revenue stabilization fund was established for FY 11 in the amount of \$564,248. This fund was reduced to \$500,000 for FY 12 and FY 13. For FY 14, the fund is being eliminated due to the fact that County has increased its existing reserve funds and the County's revenue collections are stabilizing, as actual collections have exceeded estimates over the past two fiscal years.

### Fund Balance

- No General Fund balance dollars have been used to balance the FY 2014 budget.
- The FY 10 budget included a one-time transfer of \$1,050,000 from the General Fund to provide funds to shave the peak of debt service costs over six years. Of this, \$175,000 in Debt Service Fund balance will be used in FY 14 to offset debt service.
- \$246,417 in School Capital Construction Fund balance is transferred to the Debt Service Fund for School Debt Service for FY 14. In prior years, the County earmarked 4 cents of the tax rate for new school construction. In FY 10, the County transferred \$1,873,545 from this fund to cover a portion of debt service costs for the 2008 debt issued for new schools. In FY 11, the County transferred \$1,893,883. In FY 12, the County transferred \$1,455,683. In FY 13, the County transferred \$932,223.

## REVENUE SUMMARY FY 14

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### Reserve Funds

- A reserve fund is defined as an account used either to set aside revenues that are not required for expenditure in the current year or earmark revenues for a specific future purpose.

### **Why Do We Need Reserve Funds and a Cash Flow Reserve?**

- The financial health of a locality is determined based on its “operating position” which refers to three factors:
  - The County’s ability to balance the budget using current revenue (not using fund balance in the operating budget).
  - The County’s ability to maintain reserves for emergencies (establishing reserve funds for specific purposes).
  - The County’s ability to maintain sufficient cash to pay expenses on a timely basis (ensuring an adequate level of cash flow reserves).
- Setting aside monies through reserve funds will help further declines in County revenues in the upcoming fiscal year.

### **Why Shouldn’t We Use Reserve Money to Balance the Budget?**

- These funds are “non-recurring”. The use of these funds can only be for items that do not require expenditures in future years (one-time-only expenses). These funds cannot be used for salary increases, additional personnel, or program expansion that recurs in future years. For example, if \$1,000,000 of reserve monies were used in the budget to cover salaries, the next year there would be \$1,000,000 worth of costs and \$1,000,000 less money. The County’s financial advisors have recommended a policy of maintaining undesignated fund balance between 8% and 10% of operating revenue.
- Cash Flow Reserve sets aside approximately \$21.2 million or 12.6% of the total FY 14 Budget for emergency and unforeseen circumstances to ensure sufficient cash to pay the bills.
- Debt Service Reserve – Through this reserve fund, money can be earmarked to address unanticipated “peaks” in debt service costs or buy down debt service costs as the annual payments begin to decrease. In FY 10, monies from this reserve were combined with monies from the Rainy Day Fund to “shave the peak” in debt service over a 6 year period. Because of this, there are no funds in this reserve for FY 14.
- Landfill Post Closure Reserve – The Landfill Closure reserve sets aside monies for the costs associated with monitoring and remediation of a landfill after it is closed in order to meet the requirements of the Department of Environmental Quality. **The reserve is \$250,000.**
- Facilities and Maintenance Reserve – This reserve fund earmarks monies for facilities and general maintenance items. This reserve differs from the Capital Reserve in that the Capital Reserve focuses on major capital projects designed to meet long-term needs. Items supported through this reserve would be for purchases that are considered a part of general operations such as machinery, equipment, general repairs, and upkeep of facilities and grounds. **The reserve is \$723,000.**

## **REVENUE SUMMARY FY 14**

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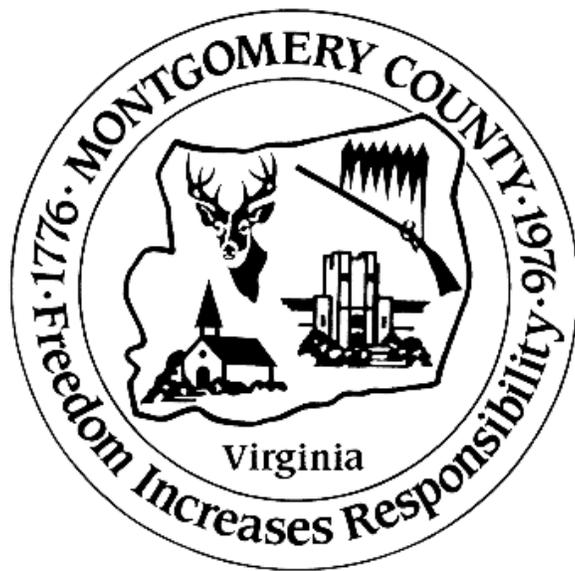
- Capital Reserve – This account reserves funds for transfer to support projects in the Capital Budget. **The reserve is \$500,000.**
- Technology Reserve – This account reserves funds for technology projects and infrastructure requirements from monies remaining from the Information Technology Department budget at year end. **The reserve is \$564,904.**
- Rainy Day Fund Reserve – In FY 09, this account was established and reserved \$1,000,000 to adjust for unanticipated financial issues. **The reserve is \$1,000,000.**

### **Conclusions**

- The proposed real estate tax rate is set at 89 cents for the FY 14 Budget, representing a two cent rate increase over the FY 13 tax rate. This increase has been earmarked for future new school capital needs.
- The proposed personal property tax rate is set at \$2.55 per \$100 of assessed value for the FY 14 Budget, representing a 10 cent rate increase over the FY 13 rate.
- Given the uncertainty of the ability to meet the current year revenue estimates combined with the unknown impact of all state agency reductions on the County's revenue, the County's one-time reserve funds are intended to enable the County to react positively to future circumstances.

# REVENUE SUMMARY

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## APPENDIX A

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>GENERAL FUND</b>						
GENERAL PROPERTY TAXES						
REAL ESTATE PROPERTY TAX (DEC)	25,148,936	25,326,219	29,389,060	30,133,575	744,515	3%
REAL ESTATE PROPERTY TAX (JUNE)	25,246,216	28,961,215	29,473,449	30,219,905	746,456	3%
PERSONAL PROPERTY TAX MOTOR VEHICLES	4,986,069	5,354,150	5,620,172	7,482,380	1,862,208	33%
PERSONAL PROPERTY TAX RELIEF MOTOR VEHICLES	4,754,279	4,754,279	4,754,279	4,754,279	-	0%
PERSONAL PROPERTY BUSINESS FURN & FIXTURES	2,230,712	2,179,017	2,174,827	2,312,208	137,381	6%
PERSONAL PROPERTY COMPUTER EQUIPMENT	338,671	298,170	296,251	305,244	8,993	3%
PERSONAL PROPERTY MOBILE HOMES TAX	229,713	169,873	205,475	196,707	(8,768)	-4%
AIRCRAFT TAX	42,576	36,415	27,080	17,710	(9,370)	-35%
MACHINERY & TOOLS TAX	2,076,807	2,077,129	2,075,322	2,210,044	134,722	6%
MERCHANTS CAPITAL TAX	858,101	906,344	906,268	948,402	42,134	5%
PUBLIC SERVICE CORP TAXES RE & PP (DEC)	765,825	869,037	911,880	960,949	49,069	5%
PUBLIC SERVICE CORP TAXES RE (JUNE)	754,815	992,825	901,109	947,139	46,030	5%
DELINQUENT PROP TAX	1,093,406	1,532,039	1,549,753	1,892,280	342,527	22%
ROLLBACK TAXES	15,000	9,535	15,000	10,000	(5,000)	-33%
PRE-PAID & OTHER PROPERTY TAXES	-	239,806	-	-	-	-
PENALTY ALL PROP TAX	325,000	386,300	333,000	425,000	92,000	28%
INTEREST ALL PROP TX	130,000	148,471	130,000	183,000	53,000	41%
ADMIN FEE-DELINQ TP	41,396	103,253	15,000	15,000	-	0%
SUBTOTAL GENERAL PROPERTY TAXES	69,037,522	74,344,077	78,777,925	83,013,822	4,235,897	5%
OTHER LOCAL TAXES						
02 412101 LOCAL SALES AND USE TAX	7,176,042	7,639,848	7,759,550	8,152,223	392,673	5%
02 412201 CONSUMER UTILITY TAX	640,000	645,179	645,000	645,000	-	0%
02 412202 CONSUMER UTILITY TAX - 177	17,000	17,537	18,800	18,800	-	0%
02 412203 E-911 - 177 CORRIDOR	1,800	-	-	-	-	-
02 412401 TELECOMMUNICATIONS TAX	167,759	150,230	167,759	205,000	37,241	22%
02 412501 UTILITY LICENSE TAX	16,500	17,805	17,000	17,825	825	5%
02 412503 CONSUMPTION TAX	110,000	99,917	108,000	97,000	(11,000)	-10%
02 412504 CONSUMPTION TAX - 177	6,000	7,137	6,000	6,000	-	0%
02 412601 MOTOR VEHICLE LICENSE	645,000	668,906	665,000	700,000	35,000	5%
02 412701 BANK STOCK TAX	42,000	42,331	45,000	42,300	(2,700)	-6%
02 412801 RECORDATION TAX	600,000	637,927	600,000	640,000	40,000	7%
02 412802 ADDITIONAL TAX ON DEEDS	122,000	157,346	120,000	157,000	37,000	31%
02 412901 TRANSIENT OCCUPANCY TAX	4,000	3,312	4,000	4,000	-	0%
02 412902 TRANSIENT OCCUPANCY TAX - 177	33,000	35,087	33,000	37,000	4,000	12%
02 412905 MEALS TAX	205,000	219,997	205,000	235,000	30,000	15%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
SUBTOTAL OTHER LOCAL TAXES	9,786,101	10,342,560	10,394,109	10,957,148	563,039	5%
OTHER UNDESIGNATED REVENUE						
02 413305 LAND TRANSFER FEE	2,000	1,910	1,800	1,800	-	0%
02 414101 COURT FINES & FORFEITURES	125,000	120,907	117,000	135,000	18,000	15%
02 415102 INTEREST ON CHECKING	201,000	202,284	234,600	202,200	(32,400)	-14%
02 415201 RENTAL OF PROPERTY	171,984	171,984	171,984	171,984	-	0%
02 415207 SALE OF SURPLUS/SALVAGE	-	21,434	-	-	-	-
02 416608 RETURNED CHECK	-	1,781	-	-	-	-
02 419108 RECOVERED COSTS	-	9,851	-	-	-	-
02 422103 MOTOR VEHICLE CARRIER TAX	120,807	122,139	121,994	128,170	6,176	5%
02 422105 MOBILE HOME TITLING TAX	100,000	64,271	66,000	80,000	14,000	21%
02 422109 4% CAR RENTAL TAX	-	23,485	32,000	21,500	(10,500)	-33%
02 422112 PYMNT IN LIEU OF TX-PARKS	6,500	11,779	6,500	10,000	3,500	54%
02 433295 MINERAL ROYALTIES	-	796	-	-	-	-
SUBTOTAL OTHER UNDESIGNATED REVENUE	727,291	752,619	751,878	750,654	(1,224)	0%
GENERAL FUND BALANCE						
02 451203 (TO)FROM UNDESIGNATED FUND BAL	1,660,998	-	-	-	-	-
02 451205 (TO)FROM DESIG FUND BALANCE	1,252,224	-	-	-	-	-
SUBTOTAL GENERAL FUND BALANCE	2,913,222	-	-	-	-	-
TOTAL UNDESIGNATED REVENUE	82,464,136	85,439,256	89,923,912	94,721,624	4,797,712	5%
TRANSFERS TO/FROM OTHER FUNDS						
02 451200 TRANSFER TO SCHOOL OPER.	(38,056,637)	(37,224,091)	(39,742,389)	(41,942,389)	(2,200,000)	6%
02 451104 TRANSFER TO DEBT SERVICE	(15,623,985)	(15,672,541)	(21,988,985)	(21,909,003)	79,982	0%
02 451209 TRANSFER TO SCHOOL CAPITAL CONSTRUCTION	-	-	-	(1,400,000)	(1,400,000)	-
02 451209 TRANSFER TO COUNTY CAPITAL	(847,902)	(847,902)	(700,000)	(700,000)	-	0%
02 451209 TRANSFER TO SCHOOL CAFETERIA FUND	-	-	-	-	-	-
02 451209 TRANSFER TO THE EDA	-	-	-	(380,000)	(380,000)	-
02 451215 TRANSFER TO REVENUE STABILIZATION FUND	(500,000)	-	(500,000)	-	500,000	-100%
SUBTOTAL TRANSFERS	(55,028,524)	(53,744,533)	(62,931,374)	(66,331,392)	(3,400,018)	5%
NET UNDESIGNATED RESOURCES	27,435,612	31,694,723	26,992,538	28,390,232	1,397,694	5%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
DESIGNATED RESOURCES BOARD OF SUPERVISORS						
02100 419108 RECOVERED COSTS	-	35	-	-	-	-
COUNTY ADMINISTRATION						
02110 419108 RECOVERED COSTS	134,586	147,030	9,800	9,800	-	0%
COUNTY ATTORNEY						
02120 419120 BOE-COSTS	-	-	-	-	-	-
FINANCIAL & MANAGEMENT SERVICES						
02130 419108 RECOVERED COSTS	125,000	85,844	125,000	125,000	-	0%
INSURANCE						
02132 419108 RECOVERED COSTS	126,000	109,111	126,000	126,000	-	0%
INFORMATION TECHNOLOGY						
02140 419108 RECOVERED COSTS	4,983	4,893	4,983	4,983	-	0%
COMMISSIONER OF REVENUE-COMP						
02150 423100 SHARED EXPENSES	82,244	72,370	99,354	188,439	89,085	90%
ASSESSMENT - COUNTY						
02152 413304 LAND USE APPLICATION FEE	1,800	1,413	1,800	1,800	-	0%
02152 419108 RECOVERED COSTS	-	258	-	-	-	-
TREASURER - COMP BD						
02160 423100 SHARED EXPENSES	78,540	70,179	93,686	172,756	79,070	84%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
TREASURER - COLLECTIONS						
02162 416010 FEES	112	112	-	-	-	-
ELECTORAL BOARD						
02170 419108 RECOVERED COSTS	-	(399)	-	-	-	-
02170 423100 SHARED EXPENSES	42,761	69,578	41,673	43,773	2,100	5%
INTERNAL SERVICES						
02180 415212 MILEAGE	17,700	-	17,700	17,700	-	0%
02180 415209 PROCEEDS FROM RESALE	24,500	-	24,500	24,500	-	0%
02180 415211 SALE OF PHOTOCOPIES	3,500	1,342	3,500	3,500	-	0%
02180 419108 RECOVERED COSTS	-	1,879	-	-	-	-
02180 419107 GARAGE CHARGES INTERNAL	6,000	7,533	6,000	6,000	-	0%
02180 419111 VEHICLE MAINTENANCE	40,000	62,652	40,000	40,000	-	0%
02180 419112 CANTEEN FUND	-	7	-	-	-	-
COMMONWEALTH ATTORNEY						
02200 416011 J&D DELINQUENT COLLECTIONS	7,000	7,031	7,000	7,000	-	0%
02200 416012 GENERAL DISTRICT BBURG DEL COLLECTIO	15,000	11,132	15,000	15,000	-	0%
02200 416013 GENERAL DISTRICT CBURG DEL COLLECTIO	40,000	45,552	40,000	40,000	-	0%
02200 416014 CIRCUIT COURT DELINQUENT COLLECTION	39,000	41,974	39,000	39,000	-	0%
02200 419104 CONFISCATIONS	20,476	20,476	-	-	-	-
02200 423100 SHARED EXPENSES	571,840	568,283	576,135	635,181	59,046	10%
02200 423200 COMMONWEALTH ATT'Y FEES	2,600	7,844	2,600	2,600	-	0%
CIRCUIT COURT						
02210 416016 JUDGE'S SECRETARY SALARY	7,500	7,500	7,500	7,500	-	0%
02210 419108 RECOVERED COSTS	-	84	-	-	-	-
02210 419122 JURYREIM	-	12,546	-	-	-	-
GENERAL DISTRICT COURT						
02220 414204 COURTHOUSE MAINTENANCE FEES	10,000	10,271	10,000	-	(10,000)	-100%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>CIRCUIT COURT CLERK</b>						
02250 416010 FEES	-	60,188	48,000	75,000	27,000	56%
02250 410107 JURY FEES	-	-	-	-	-	-
02250 423100 SHARED EXPENSES	388,082	370,540	337,722	382,550	44,828	13%
<b>SHERIFF - COMP BOARD</b>						
02310 419108 RECOVERED COSTS	9,665	11,018	-	-	-	-
02310 423100 SHARED EXPENSES	3,791,926	3,702,208	3,863,963	3,886,957	22,994	1%
02310 424415 LOCAL JAIL BLOCK GRANT	139,074	191,645	139,074	139,074	-	0%
<b>SHERIFF - COUNTY</b>						
02320 412301 E-911 TAX	145,000	145,000	145,000	145,000	-	0%
02320 414200 COURTHOUSE SECURITY FEE	185,000	189,317	187,810	187,810	-	0%
02320 414206 JAIL FEES	8,500	7,668	9,000	9,000	-	0%
02320 414207 JAIL - NONCONSECUTIVE DAYS	50	52	50	50	-	0%
02320 414208 DNA FEE	800	590	500	500	-	0%
02320 415103 INTEREST ON SAVINGS	50	186	140	140	-	0%
02320 416010 FEES	4,137	4,137	4,137	4,137	-	0%
02320 419104 CONFISCATIONS	24,793	24,790	-	-	-	-
02320 419105 JAIL INMATE TELEPHONE	27,000	25,355	25,000	25,000	-	0%
02320 419106 INMATE MEDICAL REIMBURSEMENT	600	1,243	800	800	-	0%
02320 419108 RECOVERED COSTS	107,551	109,429	1,000	1,000	-	0%
02320 419114 PRISONER/BOARDING	4,000	1,020	800	800	-	0%
02320 419115 FINGERPRINTING	400	1,514	800	800	-	0%
02320 419123 HEM DRUG TESTING	9,500	11,489	10,000	10,000	-	0%
02320 419124 HEM MONITORING	80,000	93,966	92,000	92,000	-	0%
02320 419125 HEM CONNECTION	2,000	3,480	2,500	2,500	-	0%
02320 424404 FEDERAL CONFISCATIONS	1,156	1,156	-	-	-	-
02320 424415 LOCAL JAIL BLOCK	-	-	-	-	-	-
02320 424460 WIRELESS 911	60,000	43,333	36,500	40,211	3,711	10%
02324 419108 RECOVERED COSTS	-	12,000	-	-	-	-
<b>FIRE AND RESCUE</b>						
02330 419108 RECOVERED COSTS	-	31	-	-	-	-

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>ANIMAL CONTROL</b>						
02340 413100 ANIMAL LICENSES	17,700	25,312	17,700	17,700	-	0%
02340 413101 DOG & CAT STERILIZATION	2,367	3,982	-	-	-	-
<b>GENERAL SERVICES</b>						
02400 413308 BUILDING PERMITS	92,500	135,106	92,500	92,500	-	0%
02400 413309 OCCUPANCY PERMITS	500	405	500	500	-	0%
02400 413310 ELECTRICAL PERMITS	30,300	30,170	30,300	30,300	-	0%
02400 413311 MECHANICAL PERMITS	28,700	18,276	28,700	28,700	-	0%
02400 413312 PLUMBING PERMITS	16,100	20,282	16,100	16,100	-	0%
02400 413323 MANUFACTURED HOUSING PERMITS	12,600	9,415	12,600	12,600	-	0%
02400 413325 REINSPECTION PERMITS	1,400	1,050	1,400	1,400	-	0%
02400 414204 COURTHOUSE MAINTENANCE FEES	113,502	39,405	113,502	40,000	(73,502)	-65%
02400 414205 HHS MAINTENANCE FEES	16,800	16,800	16,800	16,800	-	0%
02400 419108 RECOVERED COSTS	-	9,223	-	-	-	-
02400 419110 HEALTH & HUMAN SVCS UTILITIES	56,000	45,730	56,000	56,000	-	0%
<b>MAINTENANCE B&amp;G COURTHOUSE</b>						
024002 424415 LOCAL JAIL BLOCK	21,500	-	21,500	21,500	-	0%
<b>SOLID WASTE COLLECTION</b>						
02410 412201 CONSUMER UTILITY TAX	728,174	728,174	728,174	728,174	-	0%
02410 416082 WASTE COLLECTION AND DISPOSAL	40,700	24,151	40,700	40,700	-	0%
02410 424407 LITTER CONTROL GRANT	16,450	24,587	16,450	16,450	-	0%
<b>ENGINEERING/ENVIRONMENTAL SVC</b>						
02420 413324 SOIL EROSION PERMITS	23,900	18,322	23,900	23,900	-	0%
<b>AUTOMOBILE GRAVEYARD</b>						
02430 413301 AUTOMOBILE GRAVEYARD LICENSE	4,500	3,000	4,500	4,500	-	0%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>COMPREHENSIVE SERVICES ACT</b>						
02510 419108 RECOVERED COSTS	64,737	78,887	-	-	-	-
02510 424445 COMPREHENSIVE SERVICES ACT	1,547,201	1,139,214	1,162,784	1,162,784	-	0%
<b>HUMAN SERVICES</b>						
02520 419458 CSA ADMINISTRATION	12,000	12,270	12,000	12,000	-	0%
02520 416158 DONATIONS	8,362	9,665	-	-	-	-
25202 433107 R.S.V.P. GRANT	48,543	42,475	48,543	48,543	-	0%
25205 413300 USER FEES	-	750	-	-	-	-
25205 416156 FLOYD CONTRIBUTION	6,055	6,055	6,055	6,051	(4)	0%
25205 424412 VJCCCA GRANT	47,173	47,173	47,631	49,927	2,296	5%
<b>SOCIAL SERVICES</b>						
02540 419108 RECOVERED COSTS	70,000	172,762	70,000	70,000	-	0%
02540 424102 PUBLIC ASSISTANCE PAYMENTS	4,576,732	4,633,503	5,007,624	4,322,676	(684,948)	-14%
02540 434402 FEDERAL PASS THROUGH	291,231	253,556	296,851	331,249	34,398	12%
<b>PARKS AND RECREATION</b>						
27001 415201 PROPERTY RENTAL	1,500	1,850	1,500	1,500	-	0%
27001 419108 RECOVERED COSTS	-	98	-	-	-	-
27002 416010 ADULT EDUCATION FEES	9,000	4,352	9,000	9,000	-	0%
27004 416010 SWIMMING POOL FEES	71,600	80,709	71,600	71,600	-	0%
27004 416158 DONATIONS	-	150	-	-	-	-
27005 416010 SENIOR EDUCATION FEES	500	168	500	500	-	0%
27006 416010 ATHLETIC FEES	38,000	33,938	38,000	38,000	-	0%
27006 416158 SCHOLARSHIP	-	3,626	-	-	-	-
27007 416010 COMMUNITY RECREATION FEES	5,500	8,583	5,500	5,500	-	0%
27007 416158 SCHOLARSHIP	-	43	-	-	-	-
27008 416010 SENIOR TOUR FEES	13,000	18,190	13,000	13,000	-	0%
27009 416010 OUTDOOR RECREATION FEES	12,000	17,216	12,000	12,000	-	0%
27010 416010 SPECIAL PROGRAMS	1,000	287	1,000	1,000	-	0%
27011 416010 SUMMER FEES	12,000	13,325	12,000	12,000	-	0%
27012 416158 FUNDRAISING	-	383	-	-	-	-
27014 416168 SCHOLARSHIP	-	277	-	-	-	-
27016 416010 MEADOWBROOK SENIOR PROGRAMS	0	30	0	0	-	-

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>REGIONAL LIBRARY</b>						
02710 415211 SALE OF PHOTOCOPIES	15,000	20,983	17,400	20,000	2,600	15%
02710 416151 LIBRARY FINES	71,400	66,541	69,000	67,500	(1,500)	-2%
02710 416152 LIBRARY FEES	-	7,119	2,634	1,596	(1,038)	-39%
02710 416156 FLOYD CONTRIBUTION	64,166	64,166	64,166	64,166	-	0%
02710 416159 BLACKSBURG CONTRIBUTION	12,000	12,000	12,000	12,000	-	0%
02710 416160 CHRISTIANSBURG CONTRIBUTION	8,000	15,000	8,000	10,000	2,000	25%
02710 419108 RECOVERED COSTS	17,546	22,545	-	-	-	-
02710 424409 STATE LIBRARY GRANT	185,602	186,973	185,602	193,530	7,928	4%
02710 416158 DONATIONS	30,299	38,611	-	-	-	-
<b>PLANNING &amp; GIS</b>						
02800 413307 REZONING AND SUBDIVISION PERMT	23,036	15,580	10,827	10,827	-	0%
02800 413314 SITE PLAN REVIEW	1,000	-	1,000	1,000	-	0%
02800 413316 TECHNOLOGY FEE	22,000	19,730	22,000	22,000	-	0%
02800 416161 SALE OF MAPS, ORDINANCES	2,800	656	2,800	2,800	-	0%
02800 419108 RECOVERED COSTS	-	100	-	-	-	-
<b>ECONOMIC DEVELOPMENT</b>						
02810 419108 RECOVERED COSTS	-	662,366	-	-	-	-
02810 424500 GOVERNOR'S OPPORTUNITY	300,000	300,000				
<b>OTHER AGENCIES</b>						
02910 422113 EXTENSION OFFICE REIMBURSEMENT	-	-	-	-	-	-
02910 419108 RECOVERED COSTS	31,464	31,464	-	-	-	-
<b>ADJUSTMENTS</b>						
02990 418306 ADJ FOR INTERNAL SERVICES	(91,700)	(68,822)	(91,700)	(91,700)	-	0%
02990 451202 (TO) FROM AUTO GRVYD RESERVE	(4,500)	-	(4,500)	(4,500)	-	0%
<b>TOTAL DESIGNATED</b>	<b>15,138,366</b>	<b>15,505,821</b>	<b>14,532,170</b>	<b>14,138,234</b>	<b>(393,936)</b>	<b>-3%</b>
<b>TOTAL GENERAL FUND RESOURCES</b>	<b>42,573,978</b>	<b>47,200,543</b>	<b>41,524,708</b>	<b>42,528,466</b>	<b>1,003,758</b>	<b>2%</b>

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
<b>LAW LIBRARY</b>						
03 415102 INTEREST ON INVESTMENTS	1,000	1,012	1,000	1,000	-	0%
03 416010 FEES	14,000	13,409	14,000	14,000	-	0%
03 451209 TRANSFER TO COUNTY CAPITAL	(93,774)	(93,774)	-	-	-	-
03 451204 FUND BALANCE	96,374	-	2,600	2,600	-	0%
<b>TOTAL LAW LIBRARY</b>	<b>17,600</b>	<b>(79,353)</b>	<b>17,600</b>	<b>17,600</b>	<b>-</b>	<b>0%</b>
<b>SCHOOL OPERATING FUND</b>						
LOCAL DESIGNATED RESOURCES						
09 415201 RENTAL OF PROPERTY	1,500	44,744	50,000	50,000	-	0%
09 416121 TUITION - PRIVATE SOURCES	17,000	13,939	17,000	17,000	-	0%
09 416122 SPECIAL FEES	-	14,417	-	-	-	-
09 416125 TRANSPORTATION OF PUPILS	-	67,540	-	-	-	-
09 418301 RECOVERED COSTS	97,500	176,743	97,500	97,500	-	0%
09 418302 UN SVC DIS	282,708	282,708	-	-	-	-
09 418910 INSURANCE ADJUSTMENTS	5,000	13,827	5,000	5,000	-	0%
09 418992 ADMINISTRATIVE COSTS-WARRANTS	35,000	-	35,000	35,000	-	0%
09 418993 DONATIONS	25,000	31,856	-	-	-	-
09 418994 BENEFITS OTHER STATE AGENCIES	10,000	-	10,000	10,000	-	0%
09 418995 SALE OF SUPPLIES	1,500	36,734	1,500	1,500	-	0%
09 418998 SALE OF SCHOOL BUSES	5,000	-	5,000	5,000	-	0%
09 418999 SALE OF OTHER EQUIPMENT	3,500	3,907	3,500	3,500	-	0%
09 418996 MEDICAID REIMBURSEMENT	160,000	67,626	160,000	160,000	-	0%
09 419100 REIMBURSEMENTS	30,000	161,128	30,000	30,000	-	0%
09 419101 TUITION-OTHER LOCALITY	10,000	2,503	10,000	10,000	-	0%
09 419102 HOMELESS GRANT	44,000	710	44,000	44,000	-	0%
<b>SUBTOTAL LOCAL DESIGNATED RESOURCES</b>	<b>727,708</b>	<b>918,382</b>	<b>468,500</b>	<b>468,500</b>	<b>-</b>	<b>0%</b>
DESIGNATED STATE REVENUE						
09 422111 STATE RECORDATION TAX	186,658	236,625	225,000	225,000	-	0%
STATE SOQ						
09 424201 STATE SALES TAX	10,572,150	10,582,782	10,142,470	9,687,152	(455,318)	-4%
09 424202 BASIC STATE AID - SOQ	24,338,168	24,029,327	23,183,113	23,624,662	441,549	2%

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12	FY 12	FY 13	FY 14	INC/(DEC) FY 14 BUDGET	
	REVISED ESTIMATE	REALIZED	ESTIMATE	ESTIMATE	FROM FY 13 BUDGET	
					\$	%
09 424207 GIFTED EDUCATION SOQ	274,764	273,060	259,939	261,306	1,367	1%
09 424208 REMEDIAL EDUCATION SOQ	659,434	655,344	638,545	641,905	3,360	1%
09 424210 TEXTBOOKS	4,946	307,585	425,339	378,894	(46,445)	-11%
09 424212 SPECIAL EDUCATION SOQ	3,871,123	3,847,111	3,447,012	3,493,553	46,541	1%
09 424217 VOCATIONAL EDUCATION SOQ	854,822	1,636,054	695,053	698,711	3,658	1%
09 424221 FICA INSTRUCTIONAL SOQ	1,636,374	3,161,426	1,531,377	1,545,116	13,739	1%
09 424222 GROUP LIFE	61,059	30,000	96,064	96,570	506	1%
09 424225 RETIREMENT	1,483,727	-	2,559,830	2,573,300	13,470	1%
<b>SUBTOTAL STATE SOQ</b>	<b>43,756,567</b>	<b>44,522,689</b>	<b>42,978,742</b>	<b>43,001,169</b>	<b>22,427</b>	<b>0%</b>
<b>INCENTIVE PROGRAMS</b>						
09 424276 EDUCATIONAL TECHNOLOGY	596,000	596,000	570,000	570,000	-	0%
09 COMPENSATION SUPPLEMENT	-	-	-	490,877	490,877	-
09 EPI PEN GRANT	-	-	2,068	-	(2,068)	-100%
09 ADDITIONAL ASSISTANCE	767,988	-	460,246	464,146	3,900	1%
09 TECHNOLOGY INITIATIVE	-	1,185	-	-	-	-
09 424390 COMPOSITE INDEX HOLD HARMLESS	-	-	-	-	-	-
<b>SUBTOTAL INCENTIVE PROGRAMS</b>	<b>1,363,988</b>	<b>597,185</b>	<b>1,032,314</b>	<b>1,525,023</b>	<b>492,709</b>	<b>48%</b>
<b>STATE CATEGORICAL</b>						
09 424206 GENERAL ADULT EDUCATION	9,781	6,223	9,781	9,781	-	0%
09 424246 SPECIAL EDUCATION HOMEBOUND	66,093	72,986	71,995	66,716	(5,279)	-7%
09 424247 SPECIAL EDUCATION HOSPITAL	354,885	-	284,670	295,971	11,301	4%
09 424295 SPECIAL EDUCATION IN JAIL	4,325	-	1,986	2,180	194	10%
<b>SUBTOTAL STATE CATEGORICAL</b>	<b>435,084</b>	<b>79,209</b>	<b>368,432</b>	<b>374,648</b>	<b>6,216</b>	<b>2%</b>
<b>LOTTERY FUNDED PROGRAMS</b>						
09 424205 FOSTER CARE	167,365	-	113,209	115,219	2,010	2%
09 424204 REMEDIAL SUMMER	62,046	58,500	59,353	65,541	6,188	10%
09 424211 ISAEP/GED FUNDING	15,717	15,717	15,717	15,717	-	0%
09 424218 VOCATIONAL EDUCATION	135,560	16,617	85,106	92,098	6,992	8%
09 424210 TEXTBOOKS	242,708	-	81,711	130,824	49,113	60%
09 424223 ALGEBRA READINESS SOL	80,354	80,452	83,727	83,550	(177)	0%
09 424226 NL BOARD CERTIFICATION	65,000	65,000	-	-	-	-
09 424228 READING INTERVENTION	139,165	145,045	161,534	150,394	(11,140)	-7%
09 424234 BENEFITS OTHER STATE AGENCIES	-	-	-	-	-	-
09 424248 SPECIAL EDUCATION REGIONAL TUITION	21,557	7,807	21,708	7,664	(14,044)	-65%
09 424259 SPECIAL ED-FOSTER CARE	-	109,231	-	-	-	-

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
09 424265 AT RISK	440,490	437,772	445,516	448,121	2,605	1%
09 424267 ENGLISH-2ND LANGUAGE	95,545	113,659	117,724	166,303	48,579	41%
09 424272 ALTERNATIVE EDUCATION	248,370	248,369	136,501	140,346	3,845	3%
09 424275 REDUCE K-3 CLASSES	617,557	646,959	789,619	797,521	7,902	1%
09 424281 AT RISK FOUR YEAR OLDS	762,508	743,728	642,276	642,276	-	0%
09 424290 TEACHER MENTOR	13,466	9,244	13,466	6,132	(7,334)	-54%
09 424299 OTHER STATE AID	492,960	506,993	-	-	-	-
09 424416 PROJECT GRADUATION REGIONAL	14,099	23,080	-	-	-	-
<b>SUBTOTAL LOTTERY FUNDED PROGRAMS</b>	<b>3,614,467</b>	<b>3,228,173</b>	<b>2,767,167</b>	<b>2,861,706</b>	<b>94,539</b>	<b>3%</b>
<b>SUBTOTAL STATE DESIGNATED REVENUE</b>	<b>49,356,764</b>	<b>48,663,881</b>	<b>47,371,655</b>	<b>47,987,546</b>	<b>615,891</b>	<b>1%</b>
<b>DESIGNATED FEDERAL REVENUE</b>						
09 433201 ADULT BASIC EDUCATION	78,375	83,413	80,087	-	(80,087)	-100%
09 433202 FAMILY LITERACY/CHAPTER I	1,604,377	1,838,994	1,676,853	1,747,697	70,844	4%
09 433203 ESEA CHAPTER II BLOCK GRANT	-	2,179,607	-	-	-	-
09 433206 GAPS EDUCATION	-	-	-	-	-	-
09 433208 FOREST RESERVE FUNDS	30,000	31,455	30,000	30,000	-	0%
09 433209 JOB PARTNERSHIP TR. ACT	-	17,055	-	-	-	-
09 433211 MEDICAID REIMBURSEMENTS	-	-	-	-	-	-
09 433212 TITLE III	30,897	39,310	16,564	21,618	5,054	31%
09 433214 HOMELESS FUNDING	-	-	-	-	-	-
09 433215 FEDERAL STIMULUS FUNDING	-	-	-	-	-	-
09 433216 ARRA84.386	-	1,204,286	-	-	-	-
09 433217 ARRA84.389	-	62,823	-	-	-	-
09 433218 ARRA84.391	471,200	471,200	-	-	-	-
09 433219 SPECIAL EDUCATION-P.L. 94-141	2,044,316	-	2,015,604	2,050,467	34,863	2%
09 433224 VOCATIONAL EDUC-CATEGORICAL	160,931	227,233	149,725	153,865	4,140	3%
09 433226 EESA PL 98-377 TITLE II	438,040	456,008	365,439	363,731	(1,708)	0%
09 433228 DRUG FREE SCHOOL PAYMENTS	12,160	-	-	-	-	-
09 433222 JOB STIMULUS FUNDS	1,166,757	-	-	-	-	-
09 433290 OTHER FEDERAL FUNDS-DQE	-	30,759	52,364	52,184	(180)	0%
09 433234 DETENTION HOME READING PROGRAM	-	303,336	-	-	-	-
<b>SUBTOTAL FEDERAL DESIGNATED</b>	<b>6,037,053</b>	<b>6,945,480</b>	<b>4,386,636</b>	<b>4,419,562</b>	<b>32,926</b>	<b>1%</b>
<b>TRANSFERS (TO) FROM OTHER FUNDS</b>						
09 451100 TRANSFER FROM GENERAL FUND	38,056,637	37,224,091	39,742,389	41,942,389	2,200,000	6%
09 451204 FUND BALANCE	263,261	-	-	-	-	-

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

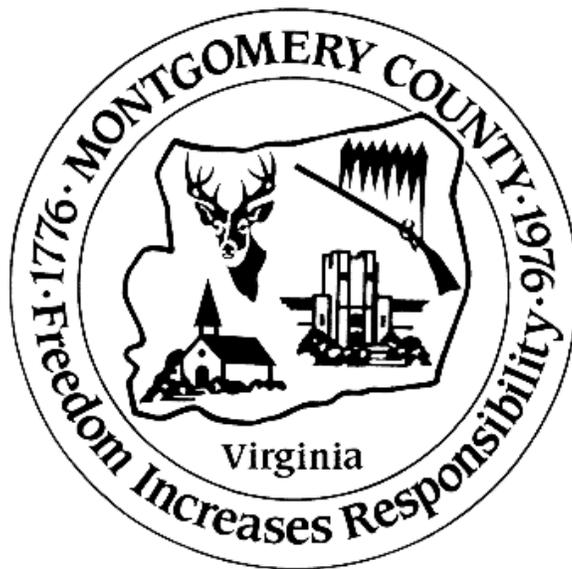
	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
TOTAL TRANSFERS	38,319,898	37,224,091	39,742,389	41,942,389	2,200,000	6%
<b>TOTAL SCHOOL OPERATING FUND RESOURCES</b>	<b>94,441,423</b>	<b>93,751,834</b>	<b>91,969,180</b>	<b>94,817,997</b>	<b>2,848,817</b>	<b>3%</b>
<b>SCHOOL CAFETERIA FUND</b>						
11 416124 CAFETERIA RECEIPTS	2,241,614	1,725,577	2,280,422	2,480,422	200,000	9%
11 416126 CAFETERIA PRE	-	335,831	-	-	-	-
11 416126 CAFETERIA FEES	-	(17,665)	-	-	-	-
11 418999 MISC FEES	-	55,233	-	-	-	-
11 424215 STATE AID SCHOOL FOOD PROGRAM	66,575	-	65,083	65,083	-	0%
11 433213 FEDERAL AID-SCH FOOD PROGRAM	1,572,621	2,026,512	1,612,921	1,612,921	-	0%
11 415102 INTEREST	-	12,016	-	-	-	-
11 451203 (TO)FROM UNDESIGNATED FUND BAL	200,000	-	-	-	-	-
11 451100 (TO)FROM GENERAL FUND	-	-	-	-	-	-
<b>TOTAL SCHOOL CAFETERIA FUND</b>	<b>4,080,810</b>	<b>4,137,503</b>	<b>3,958,426</b>	<b>4,158,426</b>	<b>200,000</b>	<b>5%</b>
<b>SCHOOL CAPITAL PROJECTS FUND</b>						
19 451100 TRANSFER FROM GENERAL FUND	-	-	-	1,400,000	1,400,000	-
19 451104 TRANSFER TO DEBT SERVICE FUND	(1,455,683)	(1,455,683)	(932,223)	(246,417)	685,806	-74%
19 OTHER REVENUE/FUND BALANCE	1,455,683	1,455,683	932,223	246,417	(685,806)	-74%
<b>TOTAL SCHOOL CAPITAL PROJECTS FUND</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,400,000</b>	<b>1,400,000</b>	<b>-</b>
<b>COUNTY CAPITAL PROJECTS FUND</b>						
12 451110 TRANSFER FROM GENERAL FUND	847,902	847,902	700,000	700,000	-	0%
12 451109 TRANSFER FROM LAW LIBRARY FUND	93,774	93,774	-	-	-	-
12 COUNTY CAPITAL FUND BALANCE	-	-	-	-	-	-
12 451104 TRANSFER TO DEBT SERVICE	-	-	-	-	-	-
<b>TOTAL COUNTY CAPITAL PROJECTS FUND</b>	<b>941,676</b>	<b>941,676</b>	<b>700,000</b>	<b>700,000</b>	<b>-</b>	<b>0%</b>
<b>DEBT SERVICE FUND</b>						
18 415107 INTEREST AND FREED UP DS RESERVE	136,075	-	174,025	140,438	(33,587)	-19%
18 419108 QSCB2 INTEREST SUBSIDY	1,003,906	1,075,913	1,347,447	1,347,447	-	0%
18 SCHOOL ENERGY BOND SAVINGS	-	-	-	347,700	347,700	-

**COUNTY OF MONTGOMERY, VIRGINIA  
FISCAL YEAR 2014 REVENUE ESTIMATES**

	FY 12 REVISED ESTIMATE	FY 12 REALIZED	FY 13 ESTIMATE	FY 14 ESTIMATE	INC/(DEC) FY 14 BUDGET FROM FY 13 BUDGET	
					\$	%
18 COURTHOUSE MAINTENANCE FEES	-	-	-	79,982	79,982	
18 TRANSFER FROM COUNTY CAPITAL	-	-	-	-	-	-
18 DEBT SERVICE FUND BALANCE	175,000	-	175,000	175,000	-	0%
18 TRANSFER FROM SCHOOL CAPITAL FUND	1,455,683	1,455,683	932,223	246,417	(685,806)	-74%
18 451100 TRANSFER FROM GENERAL FUND	15,623,985	15,672,541	21,988,985	21,909,003	(79,982)	0%
<b>TOTAL DEBT SERVICE FUND</b>	<b>18,394,649</b>	<b>18,204,137</b>	<b>24,617,680</b>	<b>24,245,987</b>	<b>(371,693)</b>	<b>-2%</b>
<b>REVENUE STABILIZATION FUND</b>						
40 451204 TRANSFER FROM GENERAL FUND	500,000	-	500,000	-	(500,000)	-100%
<b>TOTAL REVENUE STABILIZATION FUND</b>	<b>500,000</b>	<b>-</b>	<b>500,000</b>	<b>-</b>	<b>(500,000)</b>	<b>-100%</b>
<b>TOTAL RESOURCES ALL FUNDS</b>	<b>160,950,136</b>	<b>164,156,340</b>	<b>163,287,594</b>	<b>167,868,476</b>	<b>4,580,882</b>	<b>3%</b>

# EXPENDITURE PLANS

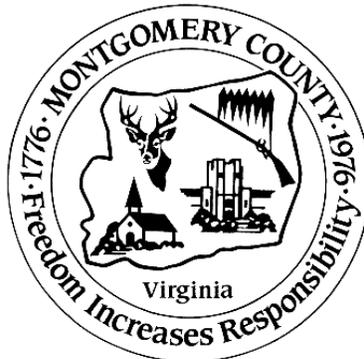
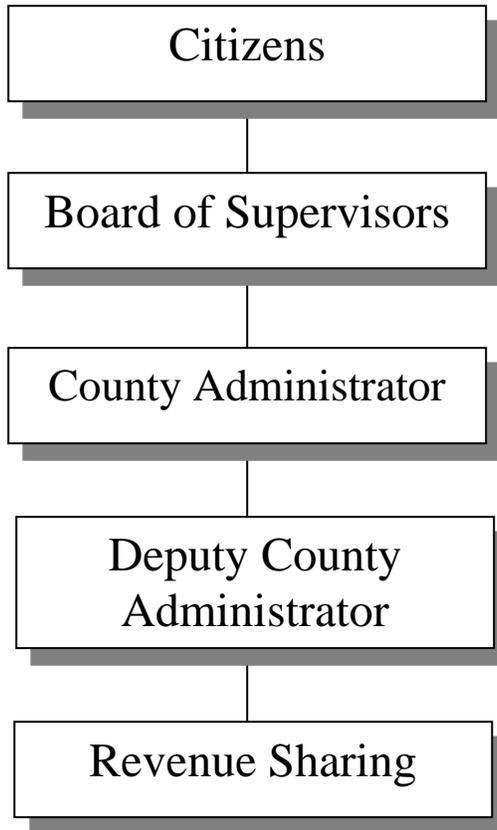
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## FISCAL YEAR 2014 PROPOSED BUDGET

# REVENUE SHARING

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# REVENUE SHARING

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Refunds	\$ 175,606	\$ 170,194	\$ 164,106	\$ 164,106		\$ 10,894		\$ 175,000	\$ 10,894
<b>TOTAL EXPENDITURES</b>	<b>\$ 175,606</b>	<b>\$ 170,194</b>	<b>\$ 164,106</b>	<b>\$ 164,106</b>		<b>\$ 10,894</b>		<b>\$ 175,000</b>	<b>\$ 10,894</b>
<b>REVENUE BY CLASSIFICATION</b>									
Adjustment for Revenue Refunds	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 175,606</b>	<b>\$ 170,194</b>	<b>\$ 164,106</b>	<b>\$ 164,106</b>		<b>\$ 10,894</b>		<b>\$ 175,000</b>	<b>\$ 10,894</b>
<b>TOTAL REVENUES</b>	<b>\$ 175,606</b>	<b>\$ 170,194</b>	<b>\$ 164,106</b>	<b>\$ 164,106</b>		<b>\$ 10,894</b>		<b>\$ 175,000</b>	<b>\$ 10,894</b>

## **REVENUE SHARING**

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### **Division Description**

This division is responsible for payments to the City of Radford as part of a revenue sharing agreement between the County and the City. Payments are equal to 27.5% of all revenue collected in the 177 Corridor and are made semi-annually to the City of Radford.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

### **Addenda & Reductions Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$10,894 is Added to Revenue Refunds – These funds are added to increase the amount of money needed to cover the revenue sharing agreement between the County and the City of Radford. Based on actual payments over the past several fiscal years, the County needs a budget of \$175,000.

# REVENUE SHARING

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## Department Description and Financial Data

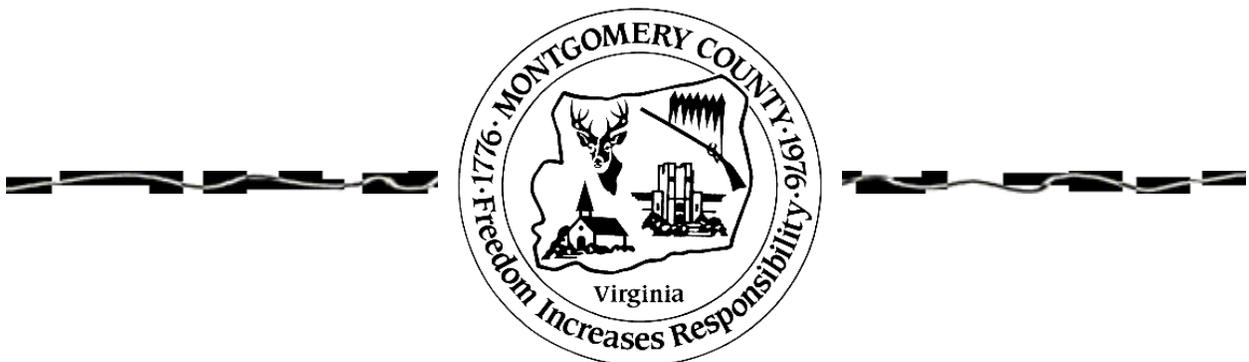
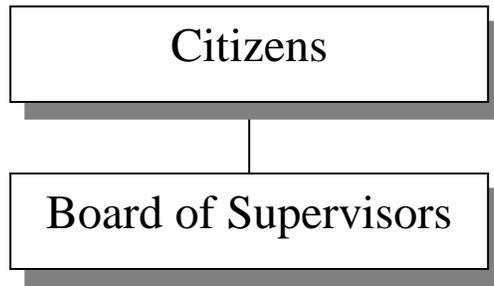
### Revenue Sharing

This department is responsible for payments to the City of Radford as part of a revenue sharing agreement between the County and the City.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Revenue Sharing	\$ 175,606	\$ 170,194	\$ 164,106	\$ 164,106		\$ 10,894		\$ 175,000	\$ 10,894

# BOARD OF SUPERVISORS

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# BOARD OF SUPERVISORS

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Board of Supervisors	\$ 379,383	\$ 365,786	\$ 251,205	\$ 253,284		\$ -		\$ 253,284	\$ 2,079
<b>TOTAL EXPENDITURES</b>	<b>\$ 379,383</b>	<b>\$ 365,786</b>	<b>\$ 251,205</b>	<b>\$ 253,284</b>		<b>\$ -</b>		<b>\$ 253,284</b>	<b>\$ 2,079</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 140,489	\$ 137,228	\$ 146,325	\$ 148,404		\$ -		\$ 148,404	\$ 2,079
Operations & Maintenance	\$ 231,714	\$ 221,795	\$ 104,880	\$ 104,880		\$ -		\$ 104,880	\$ -
Capital Outlay	\$ 7,180	\$ 6,763	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 379,383</b>	<b>\$ 365,786</b>	<b>\$ 251,205</b>	<b>\$ 253,284</b>		<b>\$ -</b>		<b>\$ 253,284</b>	<b>\$ 2,079</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ 35	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ 35</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 379,383</b>	<b>\$ 365,751</b>	<b>\$ 251,205</b>	<b>\$ 253,284</b>		<b>\$ -</b>		<b>\$ 253,284</b>	<b>\$ 2,079</b>
<b>TOTAL REVENUES</b>	<b>\$ 379,383</b>	<b>\$ 365,786</b>	<b>\$ 251,205</b>	<b>\$ 253,284</b>		<b>\$ -</b>		<b>\$ 253,284</b>	<b>\$ 2,079</b>

# **BOARD OF SUPERVISORS**

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## **Division Description**

The Board of Supervisors is an elected body of seven members, representing seven voting districts. The Board of Supervisors has both administrative and legislative responsibilities, some of which are discharged in the role of the local governing body and some of which have derived from its function as an administrative subdivision of the state. The Board establishes policies and enacts ordinances governing the County and its citizens.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included in the FY 14 budget.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# BOARD OF SUPERVISORS

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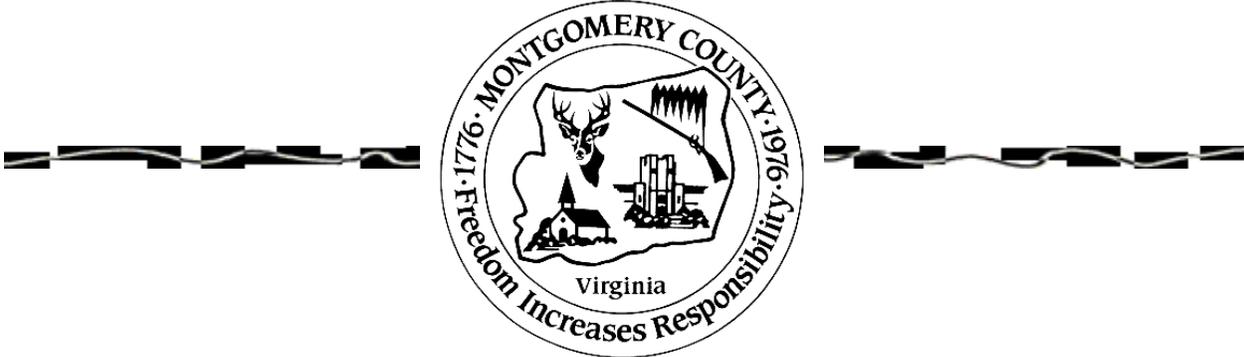
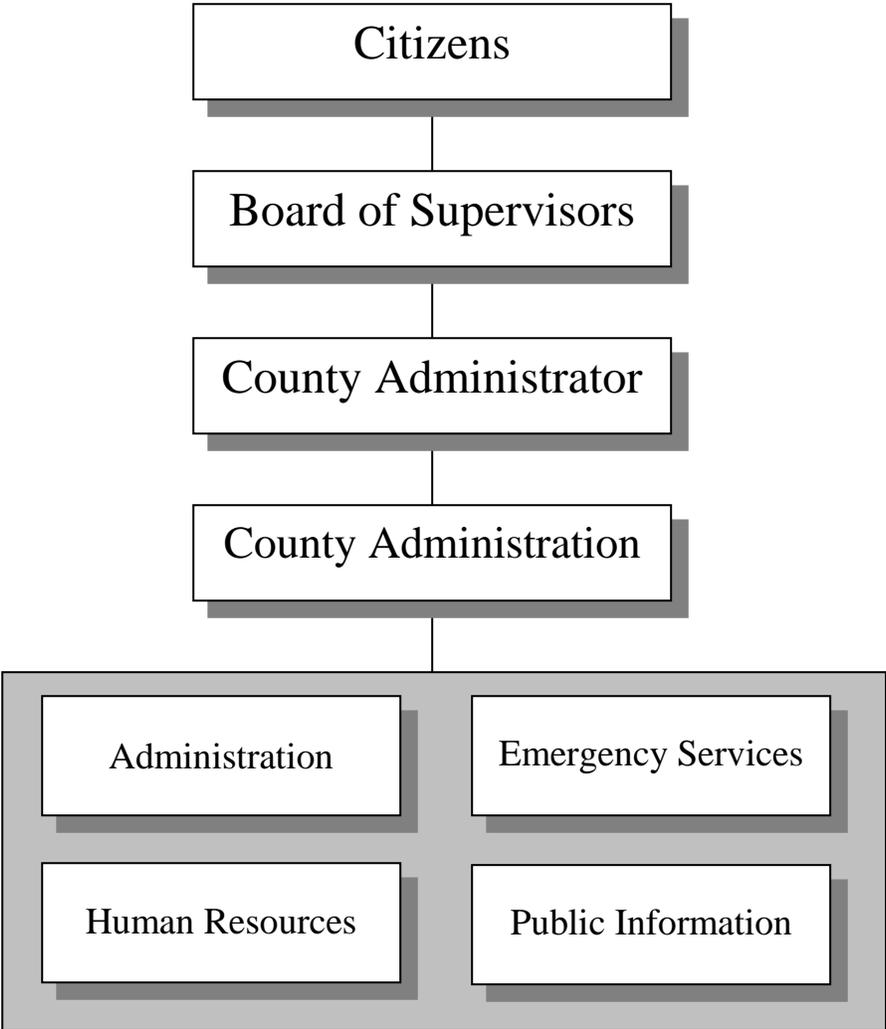
## Department Description and Financial Data

### **Board of Supervisors**

The Board of Supervisors is responsible for adopting an annual County budget and appropriating funds; setting local tax rates and levying County taxes; appointing members of various boards and committees; and adopting the County's comprehensive land use plan and related ordinances.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Board of Supervisors	\$ 379,383	\$ 365,786	\$ 251,205	\$ 253,284		\$ -		\$ 253,284	\$ 2,079

COUNTY ADMINISTRATION



# COUNTY ADMINISTRATION

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Administration	\$ 740,147	\$ 718,333	\$ 620,006	\$ 629,383		\$ 63,711		\$ 693,094	\$ 73,088
Emergency Services	\$ 89,707	\$ 76,493	\$ 91,325	\$ 92,505		\$ -		\$ 92,505	\$ 1,180
Human Resources	\$ 708,230	\$ 552,358	\$ 544,164	\$ 535,457		\$ 17,282		\$ 552,739	\$ 8,575
Public Information	\$ 219,304	\$ 205,796	\$ 224,875	\$ 227,390		\$ -		\$ 227,390	\$ 2,515
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,757,388</u></b>	<b><u>\$ 1,552,980</u></b>	<b><u>\$ 1,480,370</u></b>	<b><u>\$ 1,484,735</u></b>		<b><u>\$ 80,993</u></b>		<b><u>\$ 1,565,728</u></b>	<b><u>\$ 85,358</u></b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 1,371,903	\$ 1,237,939	\$ 1,130,034	\$ 1,134,399		\$ 62,311		\$ 1,196,710	\$ 66,676
Operations & Maintenance	\$ 355,893	\$ 296,583	\$ 349,836	\$ 349,836		\$ 18,682		\$ 368,518	\$ 18,682
Capital Outlay	\$ 29,592	\$ 18,458	\$ 500	\$ 500		\$ -		\$ 500	\$ -
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,757,388</u></b>	<b><u>\$ 1,552,980</u></b>	<b><u>\$ 1,480,370</u></b>	<b><u>\$ 1,484,735</u></b>		<b><u>\$ 80,993</u></b>		<b><u>\$ 1,565,728</u></b>	<b><u>\$ 85,358</u></b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ 134,586	\$ 147,030	\$ 9,800	\$ 9,800		\$ -		\$ 9,800	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b><u>\$ 134,586</u></b>	<b><u>\$ 147,030</u></b>	<b><u>\$ 9,800</u></b>	<b><u>\$ 9,800</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 9,800</u></b>	<b><u>\$ -</u></b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b><u>\$ 1,622,802</u></b>	<b><u>\$ 1,405,950</u></b>	<b><u>\$ 1,470,570</u></b>	<b><u>\$ 1,474,935</u></b>		<b><u>\$ 80,993</u></b>		<b><u>\$ 1,555,928</u></b>	<b><u>\$ 85,358</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 1,757,388</u></b>	<b><u>\$ 1,552,980</u></b>	<b><u>\$ 1,480,370</u></b>	<b><u>\$ 1,484,735</u></b>		<b><u>\$ 80,993</u></b>		<b><u>\$ 1,565,728</u></b>	<b><u>\$ 85,358</u></b>
Total Authorized Personnel (FTE)	13.5	13.5	13.5	13.5		1		14.5	

# COUNTY ADMINISTRATION

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## **Division Description**

The County Administration Division includes Administration, Emergency Services, Human Resources and Public Information. Division staff includes the County Administrator, Assistant County Administrator, Assistant to the Administrator, Emergency Services Coordinator, Human Resources Director, Public Information Director, and six support positions. The County Administrator, who is appointed by and accountable to the Board of Supervisors, leads County operations.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- **Base Salary and Fringe Benefit Adjustments** – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- **\$1,400 is Added for Dues to Professional Organizations** – These funds are added to provide additional funding for dues to professional organizations. Sufficient funds do not exist in the base budget to cover these expenses.
- **\$17,282 is Added for the County Health Clinic** – These funds are added to increase the County’s health clinic hours by an additional four hours per week. Currently, the County’s health clinic provides approximately 818 hours per year. This addition will provide an additional 208 hours per year for a total of 1,026 total clinic hours. Additional hours are needed due to increased utilization of the clinic.
- **\$62,311 is Added for a Communications Specialist Position** – This position will manage the websites for the County Government and the School System, as well as be the social media presence for the County and Schools.

# COUNTY ADMINISTRATION

## Department Description and Financial Data

### Administration

The County Administrator guides and directs the day-to-day operations of County government under the authority of the Board of Supervisors and has ultimate responsibility for all phases of local government. The County Administrator is responsible for recommending policies and implementing programs for the Board of Supervisors; and for ensuring compliance with federal, state and local laws.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
County Administration	\$ 740,147	\$ 718,333	\$ 620,006	\$ 629,383		\$ 63,711		\$ 693,094	\$ 73,088
Authorized Personnel	5.5	5.5	5.5	5.5		1		6.5	

### Emergency Services

The Emergency Services Office coordinates the fire, rescue, and public safety functions throughout the County and administers the Homeland Security Grant.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Emergency Services	\$ 89,707	\$ 76,493	\$ 91,325	\$ 92,505		-		\$ 92,505	\$ 1,180
Authorized Personnel (FTEs)	1	1	1	1		0		1	

### Human Resources

The Human Resources Office directs all phases of human resources management for the County. The office develops, recommends, and interprets human resources policies for management and employees. Recruitment, selection, and retention efforts are managed through the County's Human Resources Office, along with compensation and benefit programs. The office is the center of employee training programs and it also handles employee events, incentive programs, and employee service awards.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Human Resources	\$ 708,230	\$ 552,358	\$ 544,164	\$ 535,457		\$ 17,282		\$ 552,739	\$ 8,575
Authorized Personnel (FTEs)	4	4	4	4		0		4	

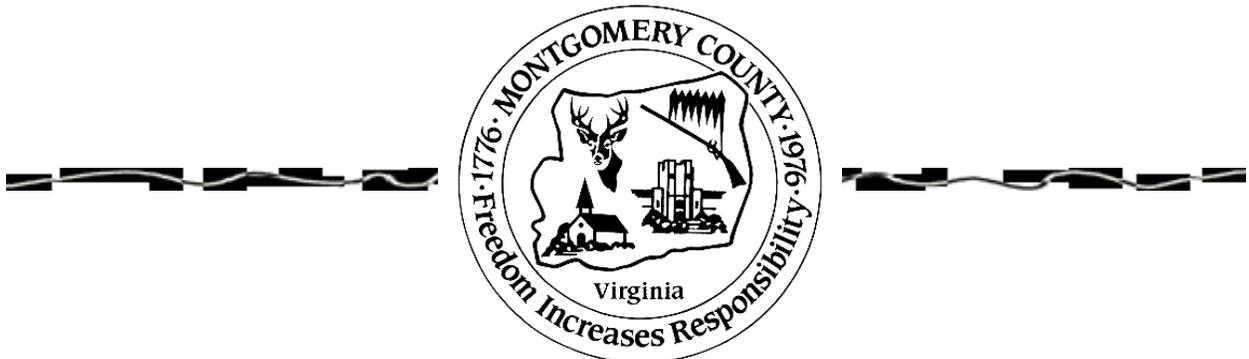
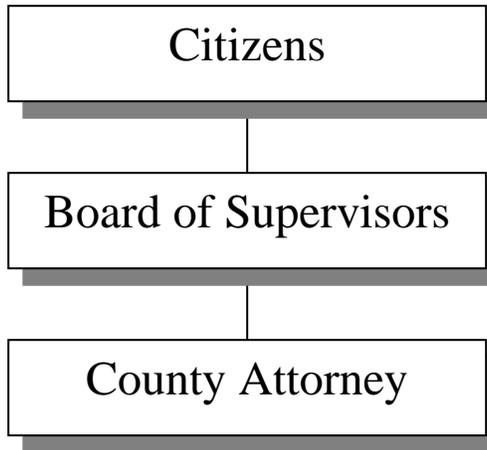
### Public Information

The Public Information Office is the primary resource for information about County government. The office encourages citizen input into the local government process and improves the accessibility of County government to its citizens. As an extension of the Administration Office, the Public Information Office links County residents, the media, and other groups to County government.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Public Information	\$ 219,304	\$ 205,796	\$ 224,875	\$ 227,390		-		\$ 227,390	\$ 2,515
Authorized Personnel (FTEs)	3	3	3	3		0		3	

# COUNTY ATTORNEY

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# COUNTY ATTORNEY

## Budget Summary

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
County Attorney	\$ 258,112	\$ 246,631	\$ 243,238	\$ 244,586		\$ -		\$ 244,586	\$ 1,348
<b>TOTAL EXPENDITURES</b>	<b>\$ 258,112</b>	<b>\$ 246,631</b>	<b>\$ 243,238</b>	<b>\$ 244,586</b>		<b>\$ -</b>		<b>\$ 244,586</b>	<b>\$ 1,348</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 228,207	\$ 222,249	\$ 231,171	\$ 232,519		\$ -		\$ 232,519	\$ 1,348
Operations & Maintenance	\$ 29,905	\$ 24,382	\$ 12,067	\$ 12,067		\$ -		\$ 12,067	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 258,112</b>	<b>\$ 246,631</b>	<b>\$ 243,238</b>	<b>\$ 244,586</b>		<b>\$ -</b>		<b>\$ 244,586</b>	<b>\$ 1,348</b>
<b>REVENUE BY CLASSIFICATION</b>									
Recovered Costs	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 258,112</b>	<b>\$ 246,631</b>	<b>\$ 243,238</b>	<b>\$ 244,586</b>		<b>\$ -</b>		<b>\$ 244,586</b>	<b>\$ 1,348</b>
<b>TOTAL REVENUES</b>	<b>\$ 258,112</b>	<b>\$ 246,631</b>	<b>\$ 243,238</b>	<b>\$ 244,586</b>		<b>\$ -</b>		<b>\$ 244,586</b>	<b>\$ 1,348</b>
Total Authorized Personnel (FTE)	1.5	1.5	1.5	1.5		0		1.5	

# COUNTY ATTORNEY

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## **Division Description**

The County Attorney is appointed by the Board of Supervisors and serves as legal counsel for the Board of Supervisors, various County Boards and Commissions and County staff. This includes advising and representing the Board of Supervisors, County officials, and staff of Montgomery County; preparing County ordinances; and defending or bringing actions in which the County or any of its boards, officials, departments or employees is a party.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# COUNTY ATTORNEY

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## Department Description and Financial Data

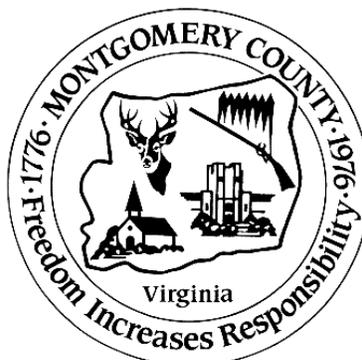
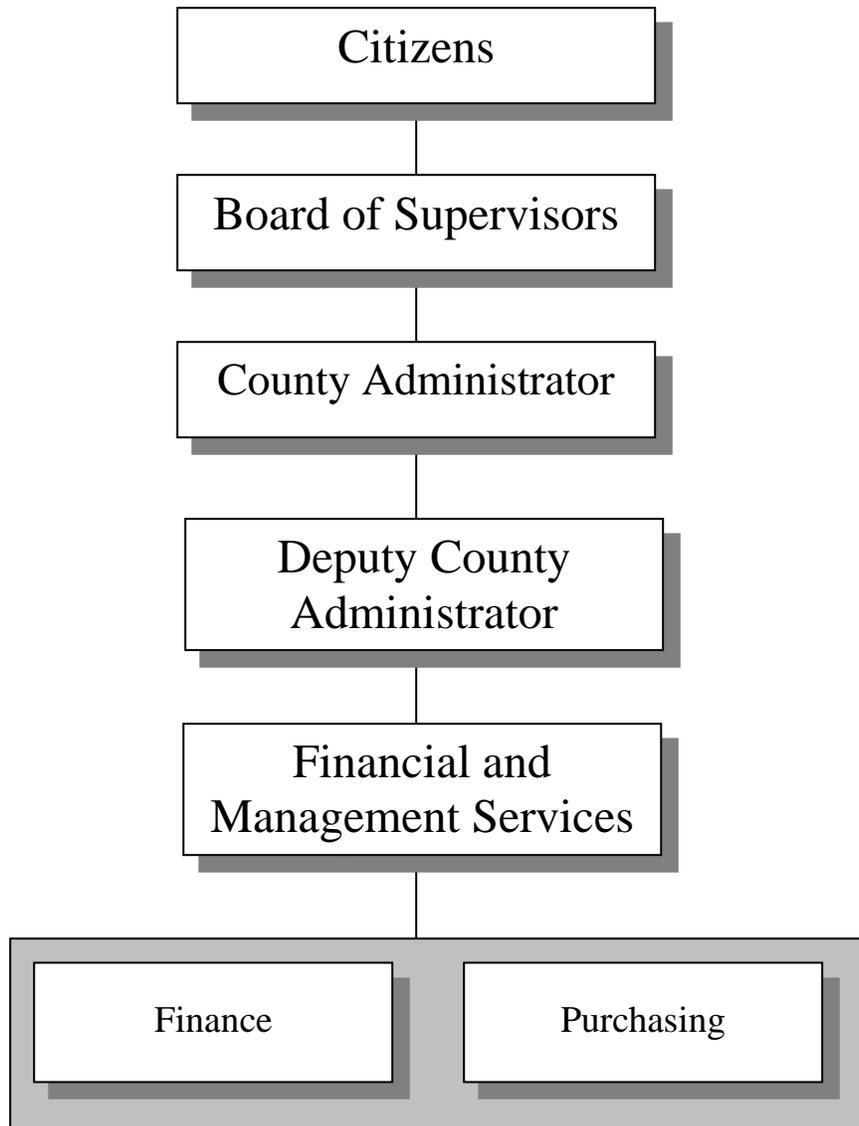
### County Attorney

The County Attorney is appointed by the Board of Supervisors and serves as legal counsel for the Board of Supervisors, various County Boards and Commissions and County staff.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
County Attorney	\$ 258,112	\$ 246,631	\$ 243,238	\$ 244,586	\$	-	\$	244,586	\$ 1,348
Authorized Personnel (FTEs)	1.5	1.5	1.5	1.5		0		1.5	

# FINANCIAL AND MANAGEMENT SERVICES

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# FINANCIAL AND MANAGEMENT SERVICES

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Finance	\$ 777,646	\$ 655,276	\$ 699,692	\$ 700,066		\$ 144,069		\$ 844,135	\$ 144,443
Purchasing	\$ 154,278	\$ 149,604	\$ 157,931	\$ 159,631		\$ -		\$ 159,631	\$ 1,700
<b>TOTAL EXPENDITURES</b>	<b>\$ 931,924</b>	<b>\$ 804,880</b>	<b>\$ 857,623</b>	<b>\$ 859,697</b>		<b>\$ 144,069</b>		<b>\$ 1,003,766</b>	<b>\$ 146,143</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 746,892	\$ 648,749	\$ 687,633	\$ 689,707		\$ 144,069		\$ 833,776	\$ 146,143
Operations & Maintenance	\$ 184,418	\$ 155,517	\$ 169,990	\$ 169,990		\$ -		\$ 169,990	\$ -
Capital Outlay	\$ 614	\$ 614	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 931,924</b>	<b>\$ 804,880</b>	<b>\$ 857,623</b>	<b>\$ 859,697</b>		<b>\$ 144,069</b>		<b>\$ 1,003,766</b>	<b>\$ 146,143</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ 125,000	\$ 85,844	\$ 125,000	\$ 125,000		\$ -		\$ 125,000	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 125,000</b>	<b>\$ 85,844</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>		<b>\$ -</b>		<b>\$ 125,000</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 806,924</b>	<b>\$ 719,036</b>	<b>\$ 732,623</b>	<b>\$ 734,697</b>		<b>\$ 144,069</b>		<b>\$ 878,766</b>	<b>\$ 146,143</b>
<b>TOTAL REVENUES</b>	<b>\$ 931,924</b>	<b>\$ 804,880</b>	<b>\$ 857,623</b>	<b>\$ 859,697</b>		<b>\$ 144,069</b>		<b>\$ 1,003,766</b>	<b>\$ 146,143</b>
Total Authorized Personnel (FTE)	<b>10.5</b>	<b>10.5</b>	<b>9.5</b>	<b>9.5</b>		<b>2</b>		<b>11.5</b>	

# **FINANCIAL AND MANAGEMENT SERVICES**

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## **Division Description**

The Financial and Management Services Division is responsible for ensuring the integrity of public funds by developing and monitoring compliance with internal controls and financial policies and procedures. The division is responsible for payroll, accounts payable, risk management, purchasing, and budgeting, including the development and administration of the County's operating budget and Capital Improvement Program (CIP). The Division also provides County Administration with financial reports on County operations. In addition to County finance functions, the Public Service Authority's billing, collection, and customer service functions are also performed in this office.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/departments. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$69,033 is Added for a Business Auditor Position – A Business Auditor position will work with the Finance department and the Commissioner of the Revenue to ensure that the County is properly collecting the revenues that are due from businesses. This position, in conjunction with the filling of a vacant position in the Commissioner's office, will also begin developing a system of personal property proration. This will allow the County to collect additional revenues that are currently not being collected due to the timing of when personal property is purchased and when it is available for tax assessment.
- \$75,036 is Added to Fill a Frozen Finance Manager Position – This position became vacated and frozen during the FY 12 budget. This position is being added back to provide the skills necessary to address additional functions recently added to Finance Department, including the New River Valley Regional Communications Authority and the tourism program, and other duties that require the skills of a CPA.

## FINANCIAL AND MANAGEMENT SERVICES

### Department Description and Financial Data

#### **Finance**

The finance function maintains accounting records related to the County's financial system and prepares and distributes monthly expenditure reports. This area also processes invoices for payment, payroll, and all State, Federal and IRS earnings-related forms. In addition, the Finance Department performs billing, collection, and customer service functions for the Public Service Authority. This division also develops and monitors the County's budget and Capital Improvement Program (CIP).

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Finance	\$ 777,646	\$ 655,276	\$ 699,692	\$ 700,066		\$ 144,069		\$ 844,135	\$ 144,443
Authorized Personnel (FTEs)	8.5	8.5	7.5	7.5		2		9.5	

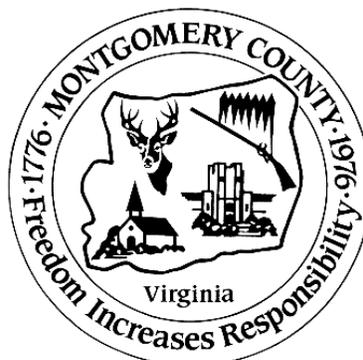
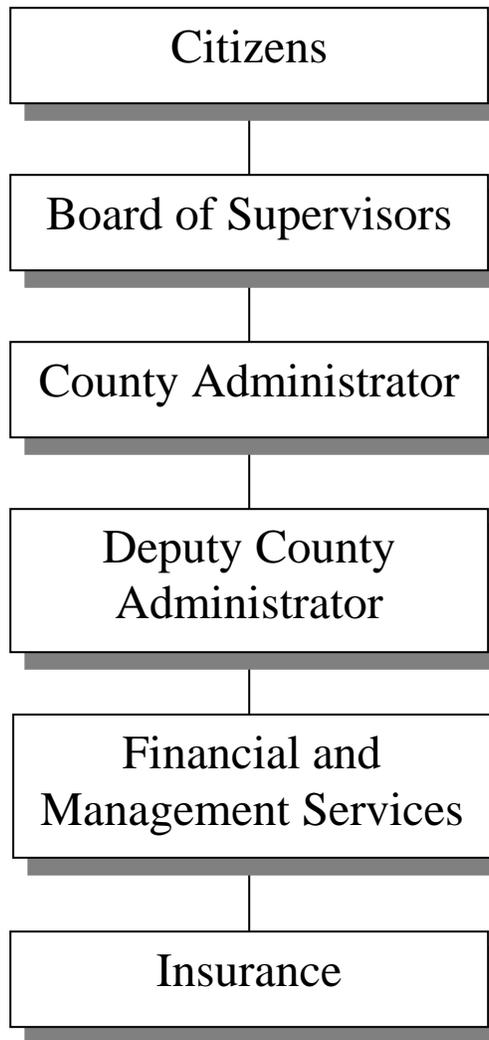
#### **Purchasing**

The Purchasing Department assists other County departments with purchases of \$2,500 or more on an as-needed basis. Formal Invitations for Bid and Requests for Proposal are developed, issued and awarded through this department in accordance with the Virginia Public Procurement Act. Purchase orders are issued upon award of the solicitations.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Purchasing	\$ 154,278	\$ 149,604	\$ 157,931	\$ 159,631		-		\$ 159,631	\$ 1,700
Authorized Personnel (FTEs)	2	2	2	2		0		2	

# INSURANCE

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# INSURANCE

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Insurance	\$ 287,596	\$ 236,505	\$ 352,256	\$ 353,962		-		\$ 353,962	\$ 1,706
<b>TOTAL EXPENDITURES</b>	<b>\$ 287,596</b>	<b>\$ 236,505</b>	<b>\$ 352,256</b>	<b>\$ 353,962</b>		<b>-</b>		<b>\$ 353,962</b>	<b>\$ 1,706</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 130,300	\$ 120,390	\$ 131,001	\$ 132,707		-		\$ 132,707	\$ 1,706
Operations & Maintenance	\$ 157,296	\$ 116,115	\$ 221,255	\$ 221,255		-		\$ 221,255	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		-		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 287,596</b>	<b>\$ 236,505</b>	<b>\$ 352,256</b>	<b>\$ 353,962</b>		<b>-</b>		<b>\$ 353,962</b>	<b>\$ 1,706</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ 126,000	\$ 109,111	\$ 126,000	\$ 126,000		-		\$ 126,000	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 126,000</b>	<b>\$ 109,111</b>	<b>\$ 126,000</b>	<b>\$ 126,000</b>		<b>-</b>		<b>\$ 126,000</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 161,596</b>	<b>\$ 127,394</b>	<b>\$ 226,256</b>	<b>\$ 227,962</b>		<b>-</b>		<b>\$ 227,962</b>	<b>\$ 1,706</b>
<b>TOTAL REVENUES</b>	<b>\$ 287,596</b>	<b>\$ 236,505</b>	<b>\$ 352,256</b>	<b>\$ 353,962</b>		<b>-</b>		<b>\$ 353,962</b>	<b>\$ 1,706</b>

# INSURANCE

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## **Division Description**

Insurance coverage for County buildings and their contents at replacement cost value, risk management consulting services, and liability insurance for County officials are paid from this division.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# INSURANCE

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## Department Description and Financial Data

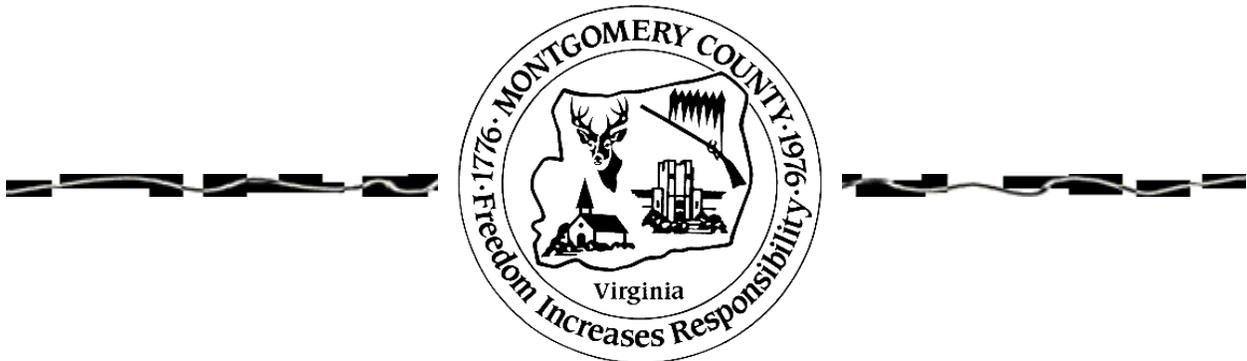
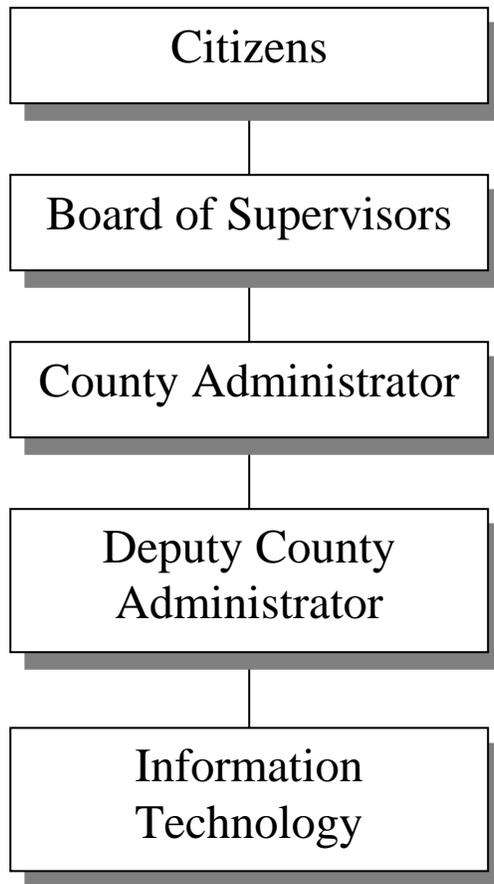
### **Insurance**

The Insurance Division covers costs associated with the County's Risk Management Plan.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Insurance	\$ 287,596	\$ 236,505	\$ 352,256	\$ 353,962		\$ -		\$ 353,962	\$ 1,706

# INFORMATION TECHNOLOGY

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# INFORMATION TECHNOLOGY

## Budget Summary

	FY 12 <u>Revised</u>	FY 12 <u>Actual</u>	FY 13 <u>Approved</u>	FY 14 <u>Base</u>	+	FY 14 <u>Addenda</u>	=	FY 14 <u>Recommended</u>	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Information Technology	\$ 1,387,731	\$ 923,275	\$ 1,251,424	\$ 1,257,256		\$ -		\$ 1,257,256	\$ 5,832
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,387,731</u></b>	<b><u>\$ 923,275</u></b>	<b><u>\$ 1,251,424</u></b>	<b><u>\$ 1,257,256</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 1,257,256</u></b>	<b><u>\$ 5,832</u></b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 729,401	\$ 512,080	\$ 723,755	\$ 729,587		\$ -		\$ 729,587	\$ 5,832
Operations & Maintenance	\$ 422,023	\$ 298,172	\$ 401,919	\$ 409,200		\$ -		\$ 409,200	\$ 7,281
Capital Outlay	\$ 236,307	\$ 113,023	\$ 125,750	\$ 118,469		\$ -		\$ 118,469	\$ (7,281)
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,387,731</u></b>	<b><u>\$ 923,275</u></b>	<b><u>\$ 1,251,424</u></b>	<b><u>\$ 1,257,256</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 1,257,256</u></b>	<b><u>\$ 5,832</u></b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ 4,983	\$ 4,893	\$ 4,983	\$ 4,983		\$ -		\$ 4,983	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b><u>\$ 4,983</u></b>	<b><u>\$ 4,893</u></b>	<b><u>\$ 4,983</u></b>	<b><u>\$ 4,983</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 4,983</u></b>	<b><u>\$ -</u></b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b><u>\$ 1,382,748</u></b>	<b><u>\$ 918,382</u></b>	<b><u>\$ 1,246,441</u></b>	<b><u>\$ 1,252,273</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 1,252,273</u></b>	<b><u>\$ 5,832</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 1,387,731</u></b>	<b><u>\$ 923,275</u></b>	<b><u>\$ 1,251,424</u></b>	<b><u>\$ 1,257,256</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 1,257,256</u></b>	<b><u>\$ 5,832</u></b>
Total Authorized Personnel (FTE)	9.5	9.5	9.5	9.5		0		9.5	

# **INFORMATION TECHNOLOGY**

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## **Division Description**

The Information Technology (IT) department manages the County's desktop computing resources, technical operations infrastructure and business applications environment. A 24x7 customer service helpdesk is used to capture problem requests and manage IT resources.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# INFORMATION TECHNOLOGY

## Department Description and Financial Data

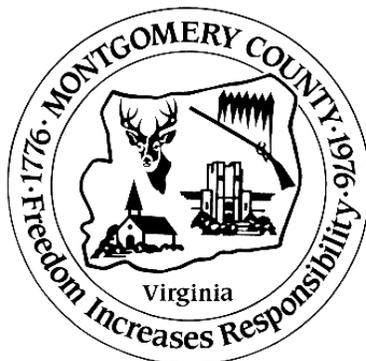
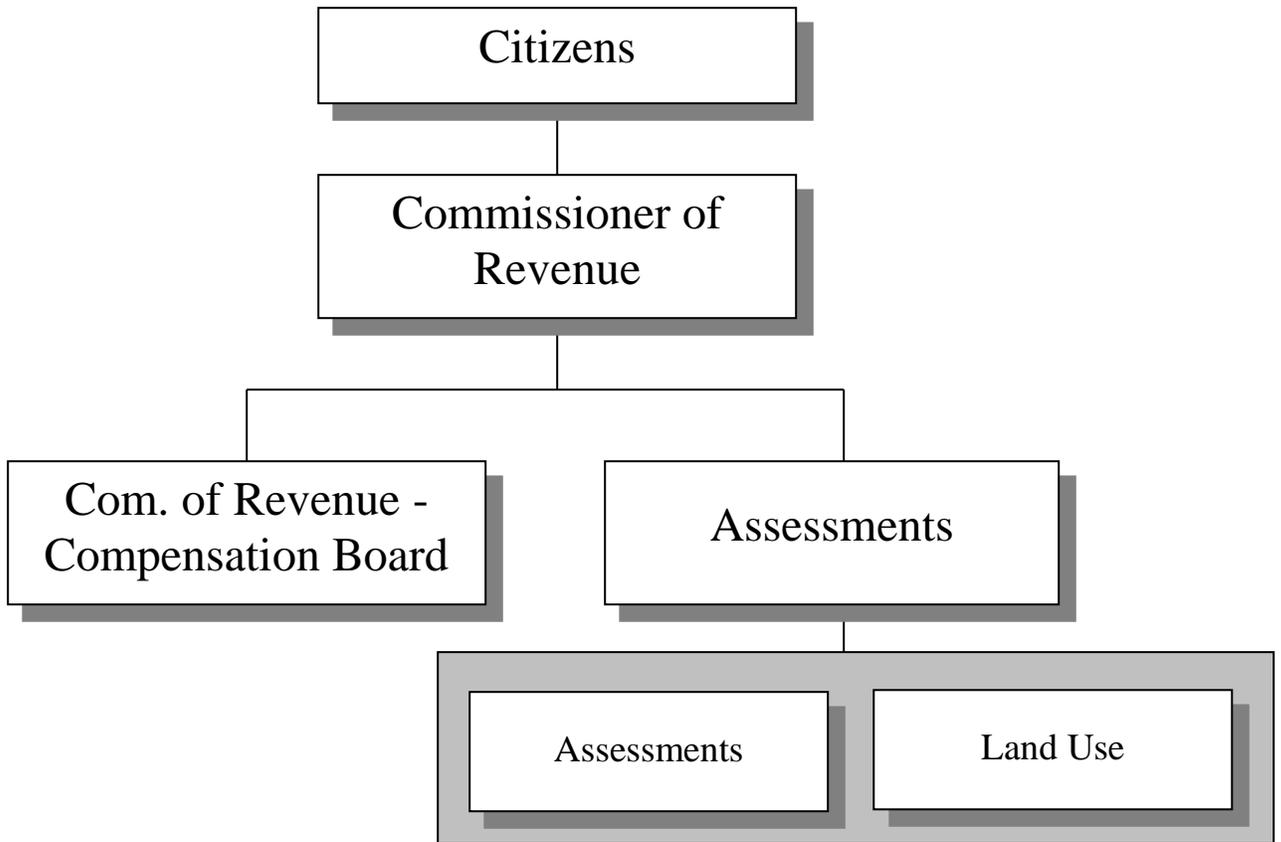
### Information Technology

The IT department supports all County Departments, Commissioner of Revenue's office, Treasurer's office, Commonwealth Attorney's office, Sheriff's office, Registrar's office, the Public Service Authority and to a lesser degree, the Clerk of the Circuit Court.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Information Technology	\$ 1,387,731	\$ 923,275	\$ 1,251,424	\$ 1,257,256		\$ -		\$ 1,257,256	\$ 5,832
Authorized Personnel (FTEs)	9.5	9.5	9.5	9.5		0		9.5	

# COMMISSIONER OF REVENUE

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# COMMISSIONER OF REVENUE

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Commissioner of Revenue	\$ 562,405	\$ 494,131	\$ 557,650	\$ 529,700		\$ -		\$ 529,700	\$ (27,950)
<b>TOTAL EXPENDITURES</b>	<b>\$ 562,405</b>	<b>\$ 494,131</b>	<b>\$ 557,650</b>	<b>\$ 529,700</b>		<b>\$ -</b>		<b>\$ 529,700</b>	<b>\$ (27,950)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 554,747	\$ 490,220	\$ 552,575	\$ 524,625		\$ -		\$ 524,625	\$ (27,950)
Operations & Maintenance	\$ 3,036	\$ 3,388	\$ 5,075	\$ 5,075		\$ -		\$ 5,075	\$ -
Capital Outlay	\$ 4,622	\$ 522	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 562,405</b>	<b>\$ 494,131</b>	<b>\$ 557,650</b>	<b>\$ 529,700</b>		<b>\$ -</b>		<b>\$ 529,700</b>	<b>\$ (27,950)</b>
<b>REVENUE BY CLASSIFICATION</b>									
State Shared Expenses	\$ 82,244	\$ 72,370	\$ 99,354	\$ 86,075		\$ 102,364		\$ 188,439	\$ 89,085
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 82,244</b>	<b>\$ 72,370</b>	<b>\$ 99,354</b>	<b>\$ 86,075</b>		<b>\$ 102,364</b>		<b>\$ 188,439</b>	<b>\$ 89,085</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 480,161</b>	<b>\$ 421,761</b>	<b>\$ 458,296</b>	<b>\$ 443,625</b>		<b>\$ (102,364)</b>		<b>\$ 341,261</b>	<b>\$ (117,035)</b>
<b>TOTAL REVENUES</b>	<b>\$ 562,405</b>	<b>\$ 494,131</b>	<b>\$ 557,650</b>	<b>\$ 529,700</b>		<b>\$ -</b>		<b>\$ 529,700</b>	<b>\$ (27,950)</b>
Total Authorized Personnel (FTE)	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>		<b>0</b>		<b>8</b>	

# COMMISSIONER OF REVENUE

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## Division Description

The Commissioner of the Revenue is an elected constitutional officer responsible for determining and assessing the fair market value of all property subject to taxation in Montgomery County. The Commissioner's Office assesses all tangible personal property in accordance with the Code of Virginia; verifies personal property data filed by taxpayers; calculates assessments and taxes; and issues the personal property tax book annually. The Commissioner's Office receives more than 30,000 Virginia State Individual Income Tax returns and 2,000 Estimated Tax Declarations each year. This division accounts for the costs shared between the County and the State Compensation Board for the operations of the Commissioner of Revenue's Office.

## Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Compensation Board Revenue Adjustments – A total of **(\$13,279)** is reduced from the Commissioner's base compensation board revenue budget. These funds account for the adjustment of revenues as reported by the State Compensation Board in the approved budget and reconciled by the County for FY 13 and FY 14. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

## Addenda and Reduction Discussion

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$102,364 is Added to the Commissioner's Compensation Board Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor's FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut and a 2% compensation increase effective in August of 2013. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

# COMMISSIONER OF REVENUE

## Department Description and Financial Data

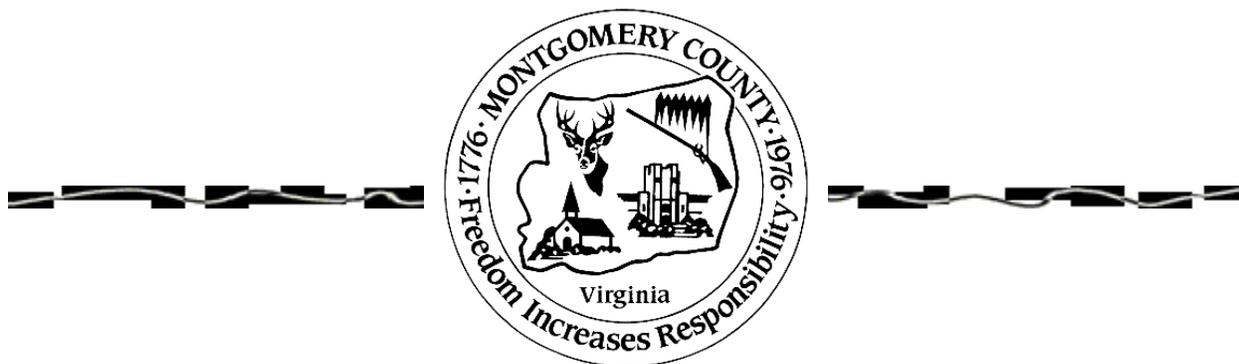
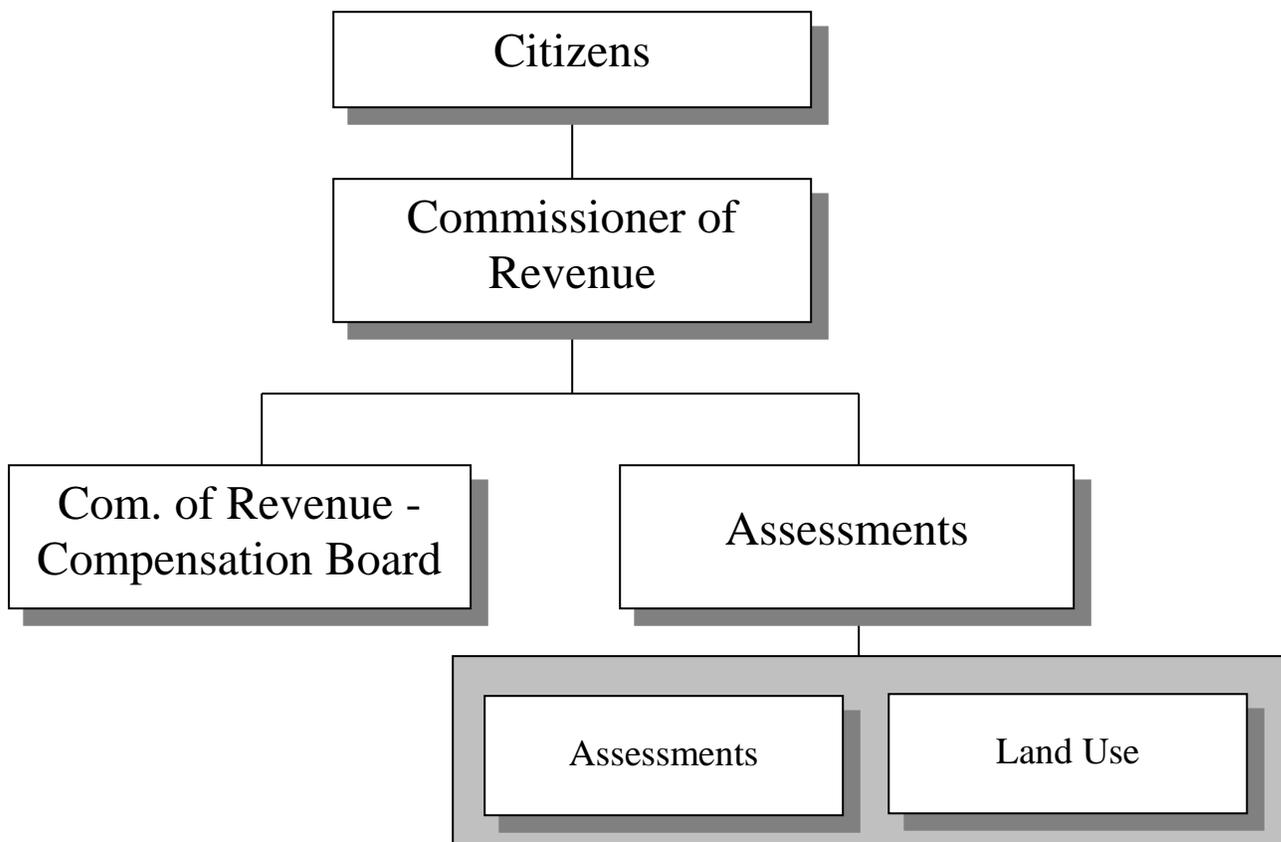
### Commissioner of Revenue

The Commissioner of Revenue assesses individual and business personal property, and reviews and assists taxpayers with state income tax issues.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	<u>+</u>	<u>FY 14 Addenda</u>	<u>=</u>	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Commissioner of Revenue	\$ 562,405	\$ 494,131	\$ 557,650	\$ 529,700	\$	-	\$	529,700	\$ (27,950)
Authorized Personnel (FTEs)	8	8	8	8		0		8	

# ASSESSMENTS

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# ASSESSMENTS

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Assessments	\$ 357,861	\$ 345,187	\$ 306,719	\$ 352,379		\$ -		\$ 352,379	\$ 45,660
Land Use	\$ 1,488	\$ 1,487	\$ 3,375	\$ 3,375		\$ -		\$ 3,375	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 359,349</b>	<b>\$ 346,674</b>	<b>\$ 310,094</b>	<b>\$ 355,754</b>		<b>\$ -</b>		<b>\$ 355,754</b>	<b>\$ 45,660</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 298,176	\$ 285,901	\$ 254,292	\$ 299,952		\$ -		\$ 299,952	\$ 45,660
Operations & Maintenance	\$ 59,625	\$ 58,156	\$ 55,802	\$ 55,802		\$ -		\$ 55,802	\$ -
Capital Outlay	\$ 1,548	\$ 2,617	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 359,349</b>	<b>\$ 346,674</b>	<b>\$ 310,094</b>	<b>\$ 355,754</b>		<b>\$ -</b>		<b>\$ 355,754</b>	<b>\$ 45,660</b>
<b>REVENUE BY CLASSIFICATION</b>									
Land Use Application Fee	\$ 1,800	\$ 1,413	\$ 1,800	\$ 1,800		\$ -		\$ 1,800	\$ -
Recovered Costs	\$ -	\$ 258	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 1,800</b>	<b>\$ 1,671</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>		<b>\$ -</b>		<b>\$ 1,800</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 357,549</b>	<b>\$ 345,003</b>	<b>\$ 308,294</b>	<b>\$ 353,954</b>		<b>\$ -</b>		<b>\$ 353,954</b>	<b>\$ 45,660</b>
<b>TOTAL REVENUES</b>	<b>\$ 359,349</b>	<b>\$ 346,674</b>	<b>\$ 310,094</b>	<b>\$ 355,754</b>		<b>\$ -</b>		<b>\$ 355,754</b>	<b>\$ 45,660</b>
Total Authorized Personnel (FTE)	6	6	5	5		0		5	

# ASSESSMENTS

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## **Division Description**

The Assessing Division, which reports to the Commissioner of Revenue, is responsible for maintaining real estate ownership records, including transfers of ownership based on documents recorded in the Circuit Court Clerk's Office; assessing the value of real property in the County; administering the land use program; and mapping of real property. The division also administers the County's real estate tax relief program for the elderly and disabled. This division accounts for the costs for which the County provides 100% of the funding. Since real estate appraisal is a primary focus of this division, the County provides 100% of the funding for additional positions for personal property assessments, including manufactured homes.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

## ASSESSMENTS

### Department Description and Financial Data

#### Assessments

The Assessing Department, which reports to the Commissioner of Revenue, is responsible for maintaining real estate ownership records, including transfers of ownership based on documents recorded in the Circuit Court Clerk's Office; assessing the value of real property in the county; administering the land use program; and mapping of real property.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Assessments	\$ 357,861	\$ 345,187	\$ 306,719	\$ 352,379		-		\$ 352,379	\$ 45,660
Authorized Personnel (FTEs)	6	6	5	5		0		5	

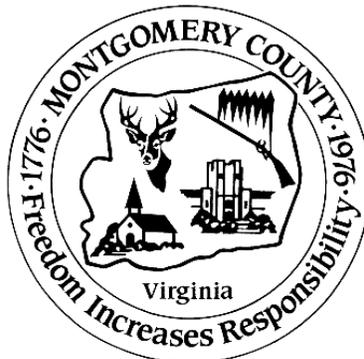
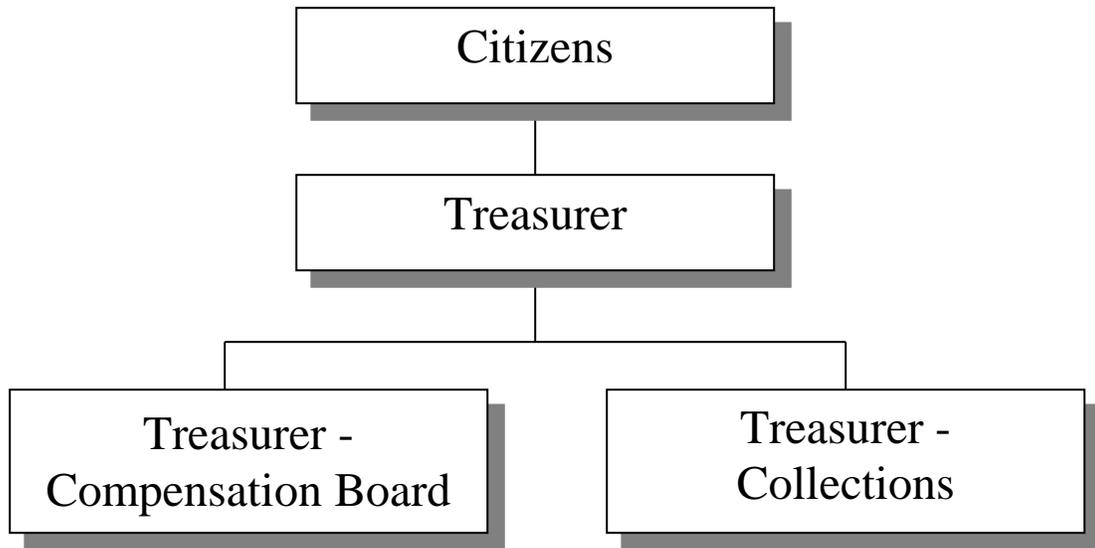
#### Land Use

The Land Use Department processes new and renewal applications for qualifying agricultural, horticultural and forestland. The information provided on the applications is validated and use values per crop yields and soil classifications are calculated. Staff also maintains soil maps.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Land Use	\$ 1,488	\$ 1,487	\$ 3,375	\$ 3,375		-		\$ 3,375	-
Authorized Personnel (FTEs)	0	0	0	0		0		0	

# TREASURER – COMPENSATION BOARD

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## TREASURER – COMPENSATION BOARD

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Treasurer	\$ 546,372	\$ 545,134	\$ 563,085	\$ 566,008		\$ -		\$ 566,008	\$ 2,923
<b>TOTAL EXPENDITURES</b>	<b>\$ 546,372</b>	<b>\$ 545,134</b>	<b>\$ 563,085</b>	<b>\$ 566,008</b>		<b>\$ -</b>		<b>\$ 566,008</b>	<b>\$ 2,923</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 546,372	\$ 545,134	\$ 563,085	\$ 566,008		\$ -		\$ 566,008	\$ 2,923
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 546,372</b>	<b>\$ 545,134</b>	<b>\$ 563,085</b>	<b>\$ 566,008</b>		<b>\$ -</b>		<b>\$ 566,008</b>	<b>\$ 2,923</b>
<b>REVENUE BY CLASSIFICATION</b>									
State Shared Expenses	\$ 78,540	\$ 70,179	\$ 93,686	\$ 78,583		\$ 94,173		\$ 172,756	\$ 79,070
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 78,540</b>	<b>\$ 70,179</b>	<b>\$ 93,686</b>	<b>\$ 78,583</b>		<b>\$ 94,173</b>		<b>\$ 172,756</b>	<b>\$ 79,070</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 467,832</b>	<b>\$ 474,956</b>	<b>\$ 469,399</b>	<b>\$ 487,425</b>		<b>\$ (94,173)</b>		<b>\$ 393,252</b>	<b>\$ (76,147)</b>
<b>TOTAL REVENUES</b>	<b>\$ 546,372</b>	<b>\$ 545,134</b>	<b>\$ 563,085</b>	<b>\$ 566,008</b>		<b>\$ -</b>		<b>\$ 566,008</b>	<b>\$ 2,923</b>
Total Authorized Personnel (FTE)	8	8	8	8		0		8	

## **TREASURER – COMPENSATION BOARD**

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### **Division Description**

The Treasurer is an elected official responsible for collecting all County revenue, including Federal and State funds; ensuring County funds are adequately safe guarded; investing county funds into a secured interest yielding account; submitting financial reports to the state and County; and authorizing County disbursements. This division accounts for the costs shared between the State Compensation Board and the County for the operations of the Treasurer's Office.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Compensation Board Revenue Adjustments – A total of **(\$15,103)** is reduced from the Treasurer's base compensation board revenue budget. These funds account for the adjustment of revenues as reported by the State Compensation Board in the approved budget and reconciled by the County for FY 13 and FY 14. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$94,173 is Added to the Treasurer's Compensation Board Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor's FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut and a 2% compensation increase effective in August of 2013. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

## **TREASURER – COMPENSATION BOARD**

### **Department Description and Financial Data**

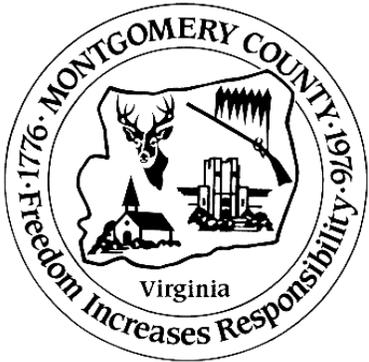
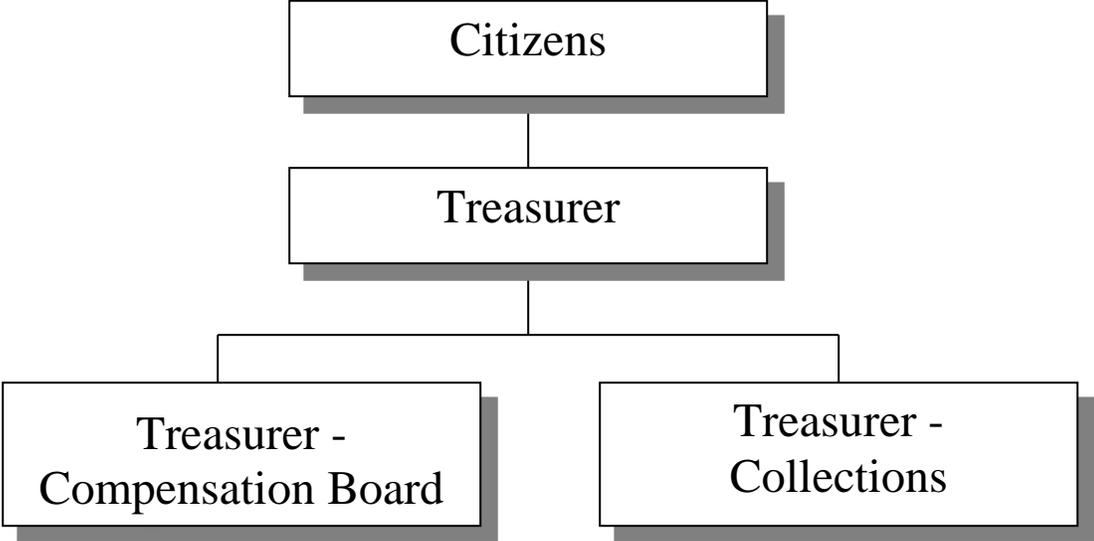
#### **Treasurer**

The Treasurer is an elected official responsible for collecting all County revenue, including Federal and State funds; ensuring County funds are adequately safe guarded; submitting financial reports to the state and County; and authorizing County disbursements. The Treasurer’s Office collects current and delinquent tax payments, collects county motor vehicle license fees, issues dog tags, and collects and remits payments to the Commonwealth of Virginia for individual and business state income and estimated state income taxes.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Treasurer	\$ 546,372	\$ 545,134	\$ 563,085	\$ 566,008		-		\$ 566,008	\$ 2,923
Authorized Personnel (FTEs)	8	8	8	8		0		8	

**TREASURER - COLLECTIONS**

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## TREASURER - COLLECTIONS

### Budget Summary

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Treasurer-Collections	\$ 304,415	\$ 302,567	\$ 292,027	\$ 293,037		\$ -		\$ 293,037	\$ 1,010
<b>TOTAL EXPENDITURES</b>	<b>\$ 304,415</b>	<b>\$ 302,567</b>	<b>\$ 292,027</b>	<b>\$ 293,037</b>		<b>\$ -</b>		<b>\$ 293,037</b>	<b>\$ 1,010</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 187,143	\$ 192,685	\$ 193,579	\$ 194,589		\$ -		\$ 194,589	\$ 1,010
Operations & Maintenance	\$ 113,715	\$ 107,566	\$ 98,448	\$ 98,448		\$ -		\$ 98,448	\$ -
Capital Outlay	\$ 3,557	\$ 2,316	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 304,415</b>	<b>\$ 302,567</b>	<b>\$ 292,027</b>	<b>\$ 293,037</b>		<b>\$ -</b>		<b>\$ 293,037</b>	<b>\$ 1,010</b>
<b>REVENUE BY CLASSIFICATION</b>									
Warrant Fees	\$ 112	\$ 112	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 112</b>	<b>\$ 112</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 304,303</b>	<b>\$ 302,455</b>	<b>\$ 292,027</b>	<b>\$ 293,037</b>		<b>\$ -</b>		<b>\$ 293,037</b>	<b>\$ 1,010</b>
<b>TOTAL REVENUES</b>	<b>\$ 304,415</b>	<b>\$ 302,567</b>	<b>\$ 292,027</b>	<b>\$ 293,037</b>		<b>\$ -</b>		<b>\$ 293,037</b>	<b>\$ 1,010</b>
Total Authorized Personnel (FTE)	4	4	4	4		0		4	

## **TREASURER - COLLECTIONS**

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### **Division Description**

The Treasurer is an elected official responsible for collecting all County revenue, including Federal and State funds; ensuring County funds are adequately safe guarded; investing county funds into a secured interest yielding account; submitting financial reports to the state and County; and authorizing County disbursements. This division accounts for the costs shared between the State Compensation Board and the County for the operations of the Treasurer's Office.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

## TREASURER - COLLECTIONS

### Department Description and Financial Data

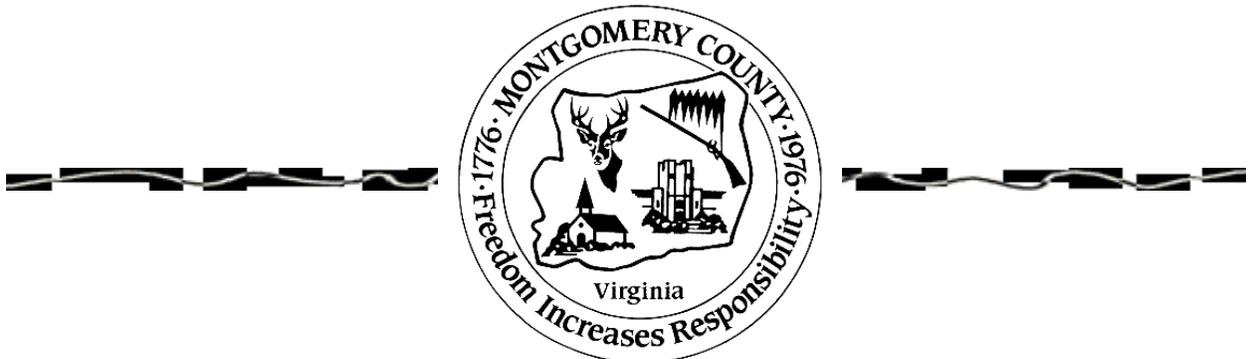
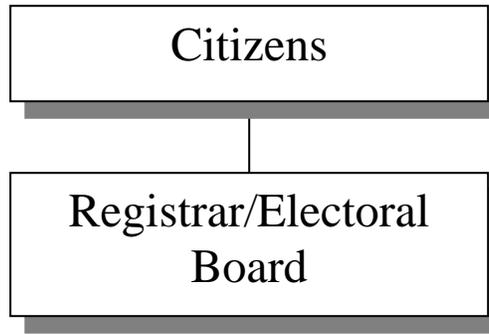
#### Treasurer - Collections

The Treasurer is an elected official responsible for collecting all County revenue, including Federal and State funds; ensuring County funds are adequately safe guarded; submitting financial reports to the state and County; and authorizing County disbursements. The Treasurer’s Office collects current and delinquent tax payments, collects county motor vehicle license fees, issues dog tags, and collects and remits payments to the Commonwealth of Virginia for individual and business state income and estimated state income taxes.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Treasurer-Collections	\$ 304,415	\$ 302,567	\$ 292,027	\$ 293,037		-		\$ 293,037	\$ 1,010
Authorized Personnel (FTEs)	4	4	4	4		0		4	

# REGISTRAR/ELECTORAL BOARD

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## REGISTRAR/ELECTORAL BOARD

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Registrar/Electoral Board	\$ 424,764	\$ 385,560	\$ 298,250	\$ 299,080		\$ 35,475		\$ 334,555	\$ 36,305
<b>TOTAL EXPENDITURES</b>	<b>\$ 424,764</b>	<b>\$ 385,560</b>	<b>\$ 298,250</b>	<b>\$ 299,080</b>		<b>\$ 35,475</b>		<b>\$ 334,555</b>	<b>\$ 36,305</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 312,827	\$ 293,519	\$ 261,350	\$ 262,180		-		\$ 262,180	\$ 830
Operations & Maintenance	\$ 86,509	\$ 85,919	\$ 36,900	\$ 36,900		-		\$ 36,900	-
Capital Outlay	\$ 25,428	\$ 6,122	-	-		\$ 35,475		\$ 35,475	\$ 35,475
<b>TOTAL EXPENDITURES</b>	<b>\$ 424,764</b>	<b>\$ 385,560</b>	<b>\$ 298,250</b>	<b>\$ 299,080</b>		<b>\$ 35,475</b>		<b>\$ 334,555</b>	<b>\$ 36,305</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	-	\$ (399)	-	-		-		-	-
State Shared Expenses	\$ 42,761	\$ 69,578	\$ 41,673	\$ 41,689		\$ 2,084		\$ 43,773	\$ 2,100
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 42,761</b>	<b>\$ 69,178</b>	<b>\$ 41,673</b>	<b>\$ 41,689</b>		<b>\$ 2,084</b>		<b>\$ 43,773</b>	<b>\$ 2,100</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 382,003</b>	<b>\$ 316,382</b>	<b>\$ 256,577</b>	<b>\$ 257,391</b>		<b>\$ 33,391</b>		<b>\$ 290,782</b>	<b>\$ 34,205</b>
<b>TOTAL REVENUES</b>	<b>\$ 424,764</b>	<b>\$ 385,560</b>	<b>\$ 298,250</b>	<b>\$ 299,080</b>		<b>\$ 35,475</b>		<b>\$ 334,555</b>	<b>\$ 36,305</b>
Total Authorized Personnel (FTE)	4	4	3.5	3.5		0		3.5	

## **REGISTRAR/ELECTORAL BOARD**

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### **Division Description**

The office of the General Register/Electoral Board is required by the Constitution and Code of Virginia to provide registration and election services to eligible citizens of Montgomery County. These services include support and training to individuals and groups holding registration drives; providing in-house and high school voter registration; maintaining the Virginia Election and Registration System (VERIS); purchasing, maintaining, testing, and loading ballots on voting machines; and to prepare for and conduct fair elections within the guidelines of Virginia Elections Laws, including Officer of Election training, processing candidate filings and petitions, printing of ballots and processing absentee votes.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Revenue Adjustments – A total of \$16 is added the Registrar’s base revenue budget. These funds account for the adjustment of revenues as reported by the state and reconciled by the County for FY 13 and FY 14.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$2,084 is Added to the Registrar’s Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor’s FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut.
- \$9,475 is Added to Replace Electronic Poll Books – These funds are added to cover the cost of replacing 25 electronic poll books. The existing poll books have exceeded their useful life of 10 years and need to be replaced.
- \$26,000 is Added to Begin the Process of Replacing Voting Machines Over the Next Three Years – These funds are added to begin the process of replacing the County’s touch screen voting machines with new optical scan voting machines. The cost of replacing all of the County’s touch screen voting machines is \$78,000. \$26,000 provided per year for three years will allow the registrar to replace all

## **REGISTRAR/ELECTORAL BOARD**

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of the County's existing touch screen voting machines to newly mandated optical scan machines before the next presidential election.

## REGISTRAR/ELECTORAL BOARD

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### Department Description and Financial Data

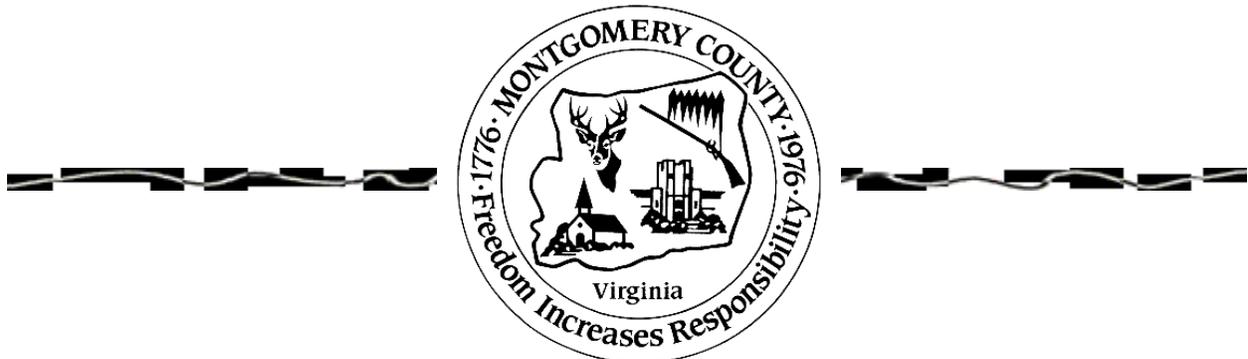
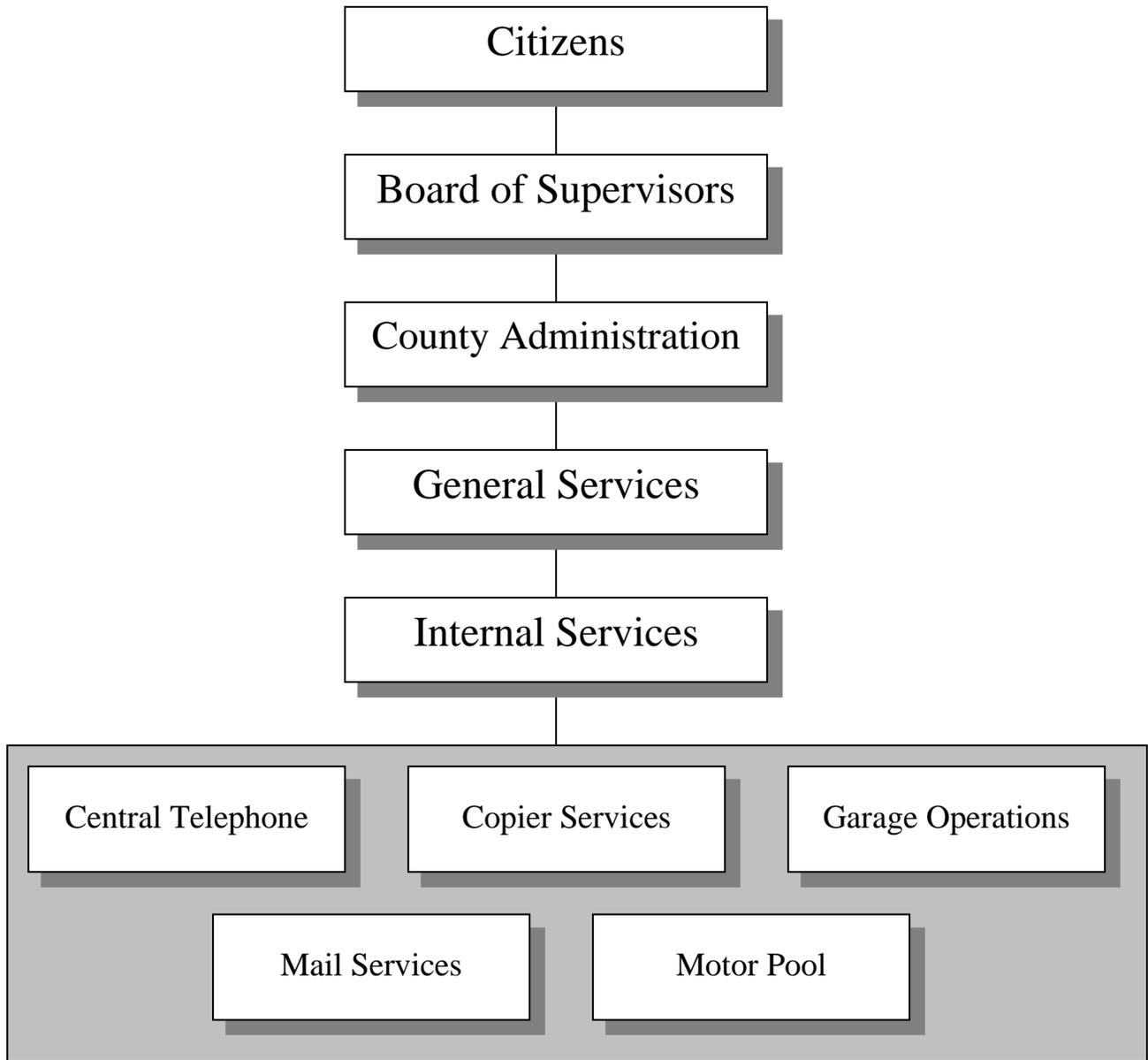
#### **Registrar/Electoral Board**

The Registrar's Office is committed to providing each citizen of Montgomery County with the opportunity to exercise his or her right to vote in an efficient and equitable manner in accordance with the Constitutions of the United States and the Commonwealth of Virginia and the Code of Virginia.

	FY 12 <u>Revised</u>	FY 12 <u>Actual</u>	FY 13 <u>Approved</u>	FY 14 <u>Base</u>	+	FY 14 <u>Addenda</u>	=	FY 14 <u>Recommended</u>	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Registrar/Electoral Board	\$ 424,764	\$ 385,560	\$ 298,250	\$ 299,080		\$ 35,475		\$ 334,555	\$ 36,305
Authorized Personnel (FTEs)	4	4	3.5	3.5		0		3.5	

# INTERNAL SERVICES

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# INTERNAL SERVICES

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Central Telephone	\$ 29,900	\$ 18,134	\$ 34,300	\$ 34,300		\$ -		\$ 34,300	\$ -
Copier Services	\$ 3,671	\$ 1,242	\$ 3,000	\$ 3,000		\$ -		\$ 3,000	\$ -
Garage Operations	\$ 161,516	\$ 161,376	\$ 157,245	\$ 162,412		\$ -		\$ 162,412	\$ 5,167
Mail Services	\$ 17,137	\$ 8,278	\$ 11,849	\$ 11,849		\$ -		\$ 11,849	\$ -
Motor Pool	\$ 128,870	\$ 88,992	\$ 71,994	\$ 67,770		\$ -		\$ 67,770	\$ (4,224)
<b>TOTAL EXPENDITURES</b>	<b>\$ 341,094</b>	<b>\$ 278,023</b>	<b>\$ 278,388</b>	<b>\$ 279,331</b>		<b>\$ -</b>		<b>\$ 279,331</b>	<b>\$ 943</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 103,674	\$ 103,558	\$ 106,864	\$ 107,807		\$ -		\$ 107,807	\$ 943
Operations & Maintenance	\$ 119,050	\$ 89,772	\$ 108,030	\$ 108,854		\$ -		\$ 108,854	\$ 824
Capital Outlay	\$ 118,370	\$ 84,692	\$ 63,494	\$ 62,670		\$ -		\$ 62,670	\$ (824)
<b>TOTAL EXPENDITURES</b>	<b>\$ 341,094</b>	<b>\$ 278,023</b>	<b>\$ 278,388</b>	<b>\$ 279,331</b>		<b>\$ -</b>		<b>\$ 279,331</b>	<b>\$ 943</b>
<b>REVENUE BY CLASSIFICATION</b>									
Canteen Proceeds	\$ -	\$ 7	\$ -	\$ -		\$ -		\$ -	\$ -
Local Sale of Copy Paper	\$ 3,500	\$ 1,342	\$ 3,500	\$ 3,500		\$ -		\$ 3,500	\$ -
Local Garage Internal Charges	\$ 6,000	\$ 7,533	\$ 6,000	\$ 6,000		\$ -		\$ 6,000	\$ -
Local Vehicle Maintenance	\$ 40,000	\$ 62,652	\$ 40,000	\$ 40,000		\$ -		\$ 40,000	\$ -
Local Mileage	\$ 17,700	\$ -	\$ 17,700	\$ 17,700		\$ -		\$ 17,700	\$ -
Recovered Costs	\$ -	\$ 1,879	\$ -	\$ -		\$ -		\$ -	\$ -
Proceeds from Resale	\$ 24,500	\$ -	\$ 24,500	\$ 24,500		\$ -		\$ 24,500	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 91,700</b>	<b>\$ 73,413</b>	<b>\$ 91,700</b>	<b>\$ 91,700</b>		<b>\$ -</b>		<b>\$ 91,700</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 249,394</b>	<b>\$ 204,609</b>	<b>\$ 186,688</b>	<b>\$ 187,631</b>		<b>\$ -</b>		<b>\$ 187,631</b>	<b>\$ 943</b>
<b>TOTAL REVENUES</b>	<b>\$ 341,094</b>	<b>\$ 278,023</b>	<b>\$ 278,388</b>	<b>\$ 279,331</b>		<b>\$ -</b>		<b>\$ 279,331</b>	<b>\$ 943</b>
Total Authorized Personnel (FTE)	2	2	2	2		0		2	

## **INTERNAL SERVICES**

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### **Division Description**

The Internal Services Division provides support services to “internal” County customers through the County garage, motor pool, canteen, centralized mail, and copy services.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

## INTERNAL SERVICES

### Department Description and Financial Data

#### Central Telephone

The Central Telephone Department provides the main phone lines into the County Government Center and the County Courthouse.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Central Telephone	\$ 29,900	\$ 18,134	\$ 34,300	\$ 34,300		-		\$ 34,300	\$ -

#### Copier Services

This Department provides central copier services for County divisions in the County Government Center.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Copier Services	\$ 3,671	\$ 1,242	\$ 3,000	\$ 3,000		-		\$ 3,000	\$ -

#### Garage Operations

The Garage Operations Department provides efficient repairs, services, inspections and maintenance of County vehicles, which total approximately 180 vehicles including the sheriff's fleet.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Garage Operations	\$ 161,516	\$ 161,376	\$ 157,245	\$ 162,412		-		\$ 162,412	\$ 5,167
Authorized Personnel (FTEs)	2	2	2	2		0		2	

#### Mail Services

The Mail Services Department provides central mail services for County divisions in the County Government Center.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Mail Services	\$ 17,137	\$ 8,278	\$ 11,849	\$ 11,849		-		\$ 11,849	\$ -

## INTERNAL SERVICES

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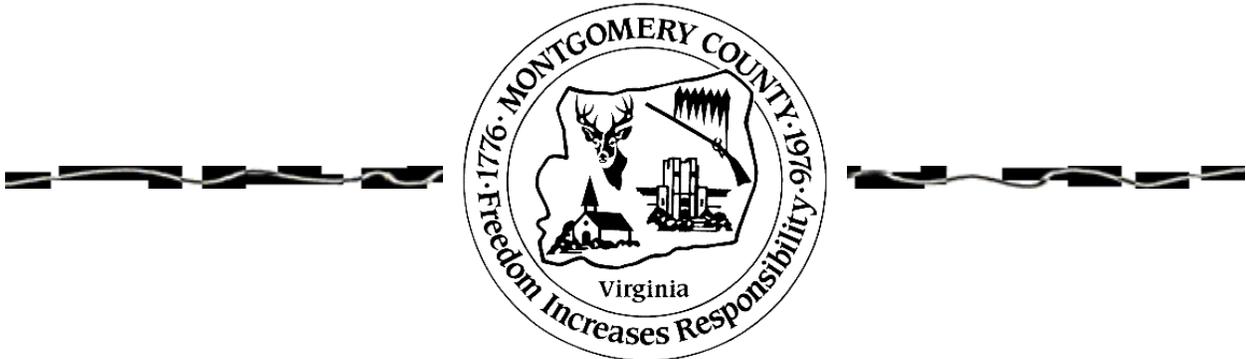
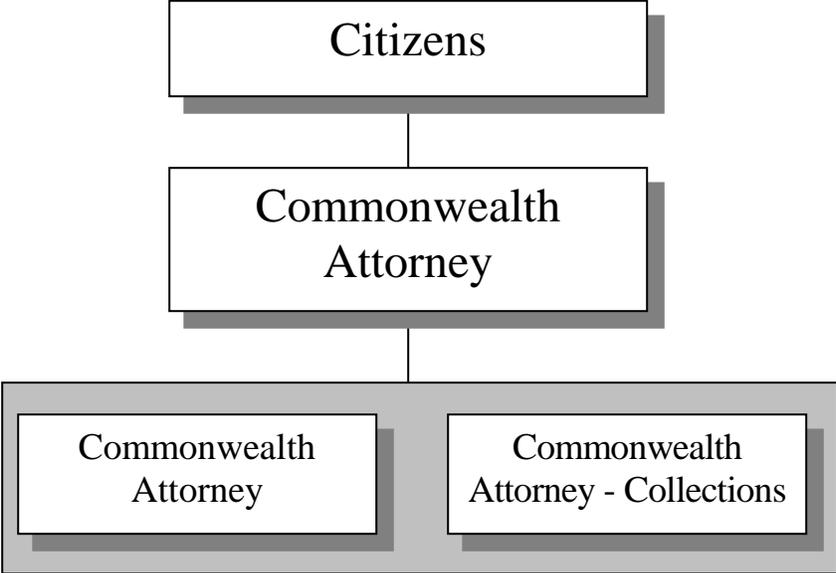
### Motor Pool

The Motor Pool Department provides a centralized pool of County owned vehicles for use by County divisions while conducting County business.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Motor Pool	\$ 128,870	\$ 88,992	\$ 71,994	\$ 67,770		-		\$ 67,770	\$ (4,224)

**COMMONWEALTH ATTORNEY**

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# COMMONWEALTH ATTORNEY

## Budget Summary

	<b>FY 12</b>	<b>FY 12</b>	<b>FY 13</b>	<b>FY 14</b>	<b>FY 14</b>	<b>FY 14</b>	<b>Change</b>
	<b>Revised</b>	<b>Actual</b>	<b>Approved</b>	<b>Base</b>	<b>+ Addenda</b>	<b>= Recommended</b>	<b>App 13/ Rec. 14</b>
<b>EXPENDITURES BY DEPARTMENT</b>							
Commonwealth Attorney	\$ 992,208	\$ 949,160	\$ 993,407	\$ 958,730	\$ -	\$ 958,730	\$ (34,677)
Commonwealth Attorney-Collections	\$ 6,494	\$ 1,610	\$ 6,486	\$ 6,086	\$ -	\$ 6,086	\$ (400)
<b>TOTAL EXPENDITURES</b>	<b>\$ 998,702</b>	<b>\$ 950,769</b>	<b>\$ 999,893</b>	<b>\$ 964,816</b>	<b>\$ -</b>	<b>\$ 964,816</b>	<b>\$ (35,077)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Personal Services	\$ 952,774	\$ 929,827	\$ 982,103	\$ 947,026	\$ -	\$ 947,026	\$ (35,077)
Operations & Maintenance	\$ 43,928	\$ 20,942	\$ 17,790	\$ 17,790	\$ -	\$ 17,790	\$ -
Capital Outlay	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 998,702</b>	<b>\$ 950,769</b>	<b>\$ 999,893</b>	<b>\$ 964,816</b>	<b>\$ -</b>	<b>\$ 964,816</b>	<b>\$ (35,077)</b>
<b>REVENUE BY CLASSIFICATION</b>							
Local Court Fees	\$ 101,000	\$ 105,690	\$ 101,000	\$ 101,000	\$ -	\$ 101,000	\$ -
State/Federal Confiscations	\$ 20,476	\$ 20,476	\$ -	\$ -	\$ -	\$ -	\$ -
State Shared Expenses	\$ 571,840	\$ 568,283	\$ 576,135	\$ 576,198	\$ 58,983	\$ 635,181	\$ 59,046
State Commonwealth Attorney Fees	\$ 2,600	\$ 7,844	\$ 2,600	\$ 2,600	\$ -	\$ 2,600	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 695,916</b>	<b>\$ 702,292</b>	<b>\$ 679,735</b>	<b>\$ 679,798</b>	<b>\$ 58,983</b>	<b>\$ 738,781</b>	<b>\$ 59,046</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 302,786</b>	<b>\$ 248,478</b>	<b>\$ 320,158</b>	<b>\$ 285,018</b>	<b>\$ (58,983)</b>	<b>\$ 226,035</b>	<b>\$ (94,123)</b>
<b>TOTAL REVENUES</b>	<b>\$ 998,702</b>	<b>\$ 950,769</b>	<b>\$ 999,893</b>	<b>\$ 964,816</b>	<b>\$ -</b>	<b>\$ 964,816</b>	<b>\$ (35,077)</b>
Total Authorized Personnel (FTE)	<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>0</b>	<b>11</b>	

# COMMONWEALTH ATTORNEY

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## **Division Description**

The Commonwealth's Attorney's Office is responsible for the prosecution of all criminal cases within Montgomery County and, through the Victim Witness Program, assists victims and witnesses involved in the prosecution of these cases. This office is responsible for trying cases in two Circuit Courts, two General District Courts, and the Juvenile and Domestic Relations Court.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Compensation Board Revenue Adjustments – A total of \$63 is added to the Commonwealth Attorney's base compensation board revenue budget. These funds account for the adjustment of revenues as reported by the State Compensation Board in the approved budget and reconciled by the County for FY 13 and FY 14. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$58,983 is Added to the Commonwealth Attorney's Compensation Board Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor's FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut, a 2% compensation increase effective in August of 2013, and a state-wide increase in compensation for all assistant commonwealth attorneys. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

# COMMONWEALTH ATTORNEY

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## Department Description and Financial Data

### **Commonwealth Attorney**

The Commonwealth Attorney's Office is responsible for the prosecution of all criminal cases within Montgomery County and, through the Victim Witness Program, assists victims and witnesses involved in the prosecution of these cases. This office is responsible for trying cases in two (2) Circuit Courts, two (2) General District Courts, and the Juvenile and Domestic Relations Court. Court is held four (4) to five (5) times per week in District Court, three (3) times per week in Circuit Court and two (2) to three (3) times per week in Juvenile and Domestic Relations Court.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Commonwealth Attorney	\$ 992,208	\$ 949,160	\$ 993,407	\$ 958,730		\$ -		\$ 958,730	\$ (34,677)
Authorized Personnel (FTEs)	11	11	11	11		0		11	

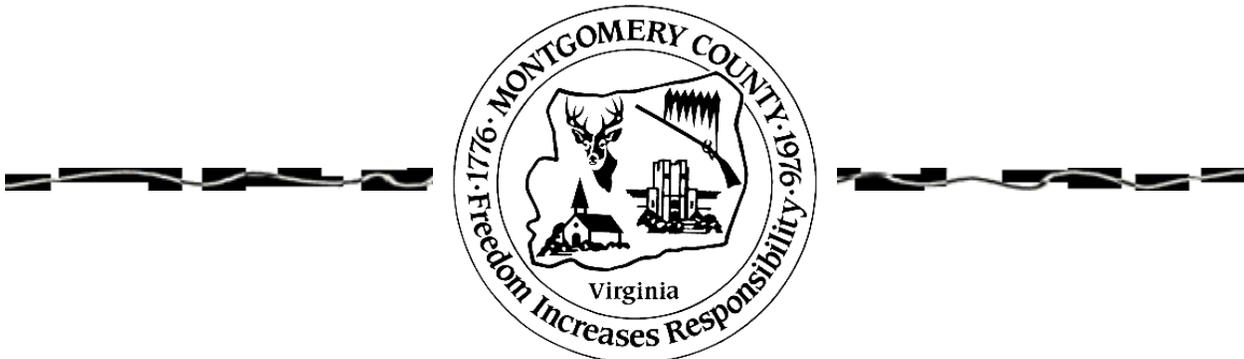
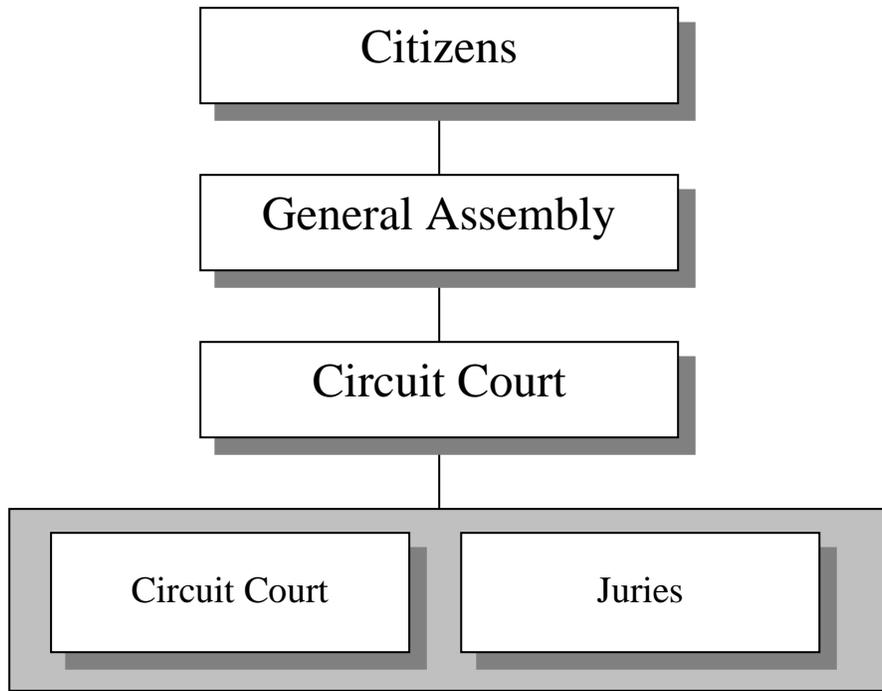
### **Commonwealth Attorney - Collections**

This unit is responsible for the collection of fines and costs from the following courts: Juvenile and Domestic Relations District Court combined Courts - Christiansburg and Blacksburg General District Court, and the Circuit Court. This entails collection of reports from the Clerk's Office, preparation and mailing of collection letters for all fines/costs not paid within 40 days, generating reports and accounting procedures.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Commonwealth Attorney-Collections	\$ 6,494	\$ 1,610	\$ 6,486	\$ 6,086		\$ -		\$ 6,086	\$ (400)

# CIRCUIT COURT

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# CIRCUIT COURT

## Budget Summary

	<b>FY 12</b>	<b>FY 12</b>	<b>FY 13</b>	<b>FY 14</b>	<b>FY 14</b>	<b>FY 14</b>	<b>Change</b>
	<b>Revised</b>	<b>Actual</b>	<b>Approved</b>	<b>Base</b>	<b>+ Addenda</b>	<b>= Recommended</b>	<b>App 13/ Rec. 14</b>
<b>EXPENDITURES BY DEPARTMENT</b>							
Circuit Court	\$ 137,794	\$ 131,050	\$ 141,262	\$ 141,956	\$ -	\$ 141,956	\$ 694
Juries	\$ 24,400	\$ 21,431	\$ 24,400	\$ 24,400	\$ -	\$ 24,400	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 162,194</b>	<b>\$ 152,481</b>	<b>\$ 165,662</b>	<b>\$ 166,356</b>	<b>\$ -</b>	<b>\$ 166,356</b>	<b>\$ 694</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Personal Services	\$ 126,894	\$ 126,886	\$ 130,362	\$ 131,056	\$ -	\$ 131,056	\$ 694
Operations & Maintenance	\$ 35,300	\$ 25,596	\$ 35,300	\$ 35,300	\$ -	\$ 35,300	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 162,194</b>	<b>\$ 152,481</b>	<b>\$ 165,662</b>	<b>\$ 166,356</b>	<b>\$ -</b>	<b>\$ 166,356</b>	<b>\$ 694</b>
<b>REVENUE BY CLASSIFICATION</b>							
Local Judge's Secretary Salary	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 7,500	\$ -
Recovered Costs	\$ -	\$ 84	\$ -	\$ -	\$ -	\$ -	\$ -
Jury Reimbursement	\$ -	\$ 12,546	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 7,500</b>	<b>\$ 20,130</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 154,694</b>	<b>\$ 132,351</b>	<b>\$ 158,162</b>	<b>\$ 158,856</b>	<b>\$ -</b>	<b>\$ 158,856</b>	<b>\$ 694</b>
<b>TOTAL REVENUES</b>	<b>\$ 162,194</b>	<b>\$ 152,481</b>	<b>\$ 165,662</b>	<b>\$ 166,356</b>	<b>\$ -</b>	<b>\$ 166,356</b>	<b>\$ 694</b>
Total Authorized Personnel (FTE)	2	2	2	2	0	2	

## **CIRCUIT COURT**

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### **Division Description**

Circuit Court is the principal trial court of the state and have both original and appellate jurisdiction. Montgomery County has two circuit court judges and provides funding for a legal assistant for each judge, office furnishings and general operating expenses.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# CIRCUIT COURT

## Department Description and Financial Data

### **Circuit Court**

Circuit Court is the principal trial court of the state and have both original and appellate jurisdiction.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Circuit Court	\$ 137,794	\$ 131,050	\$ 141,262	\$ 141,956		-		\$ 141,956	\$ 694
Authorized Personnel (FTEs)	2	2	2	2		0		2	

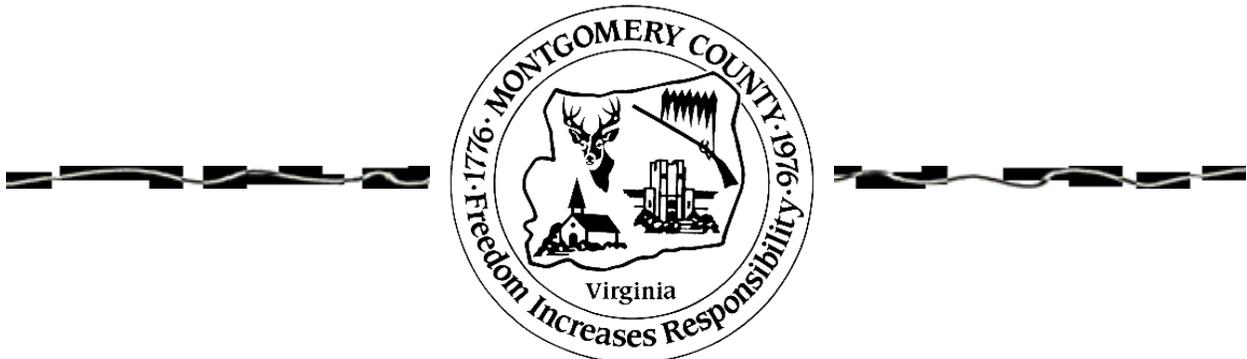
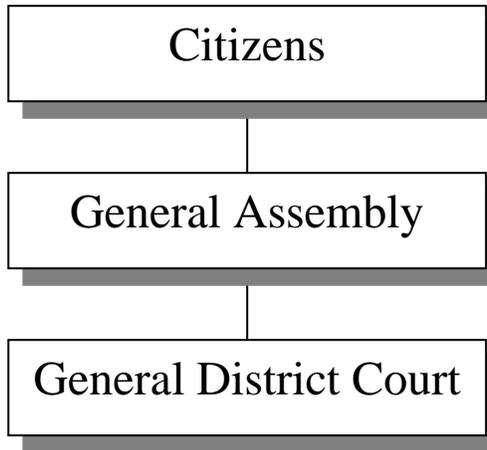
### **Juries**

The Juries Department provides basic operating expenses for jury services including juror and witness compensation.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Juries	\$ 24,400	\$ 21,431	\$ 24,400	\$ 24,400		-		\$ 24,400	\$ -

# GENERAL DISTRICT COURT

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# GENERAL DISTRICT COURT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
General District Court	\$ 29,347	\$ 28,972	\$ 29,347	\$ 19,347		\$ 2,364		\$ 21,711	\$ (7,636)
<b>TOTAL EXPENDITURES</b>	<b>\$ 29,347</b>	<b>\$ 28,972</b>	<b>\$ 29,347</b>	<b>\$ 19,347</b>		<b>\$ 2,364</b>		<b>\$ 21,711</b>	<b>\$ (7,636)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Operations & Maintenance	\$ 29,347	\$ 28,972	\$ 29,347	\$ 19,347		\$ 2,364		\$ 21,711	\$ (7,636)
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 29,347</b>	<b>\$ 28,972</b>	<b>\$ 29,347</b>	<b>\$ 19,347</b>		<b>\$ 2,364</b>		<b>\$ 21,711</b>	<b>\$ (7,636)</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Courthouse Maintenance Fees	\$ 10,000	\$ 10,271	\$ 10,000	\$ -		\$ -		\$ -	\$ (10,000)
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 10,000</b>	<b>\$ 10,271</b>	<b>\$ 10,000</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ (10,000)</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 19,347</b>	<b>\$ 18,700</b>	<b>\$ 19,347</b>	<b>\$ 19,347</b>		<b>\$ 2,364</b>		<b>\$ 21,711</b>	<b>\$ 2,364</b>
<b>TOTAL REVENUES</b>	<b>\$ 29,347</b>	<b>\$ 28,972</b>	<b>\$ 29,347</b>	<b>\$ 19,347</b>		<b>\$ 2,364</b>		<b>\$ 21,711</b>	<b>\$ (7,636)</b>
Total Authorized Personnel (FTE)	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>	

# GENERAL DISTRICT COURT

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## **Division Description**

The General District Court of Montgomery County is responsible for ensuring that all policies and procedures are complied with as established by the Supreme Court of Virginia. The Court is obligated to serve the public in an efficient and timely manner. The court consists of a clerk and ten deputy clerks.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- **(\$10,000) Base Reduction for Courthouse Maintenance Expenses** – **(\$10,000)** is being removed from the base budget due to the completion of the new courthouse. Prior to the completion of the new courthouse, the County held court in Blacksburg and collected courthouse maintenance fees that were then distributed to Blacksburg for the maintenance of the court facility in the town. With the establishment of the new courthouse, court is no longer being held in Blacksburg and the County is no longer collecting the fee. Therefore, the \$10,000 expense and the matching revenue is being removed from the base budget.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- **\$2,364 is Added for a Copier Lease** – These funds are added to cover the cost of an additional copier lease in the new courthouse.

# GENERAL DISTRICT COURT

## Department Description and Financial Data

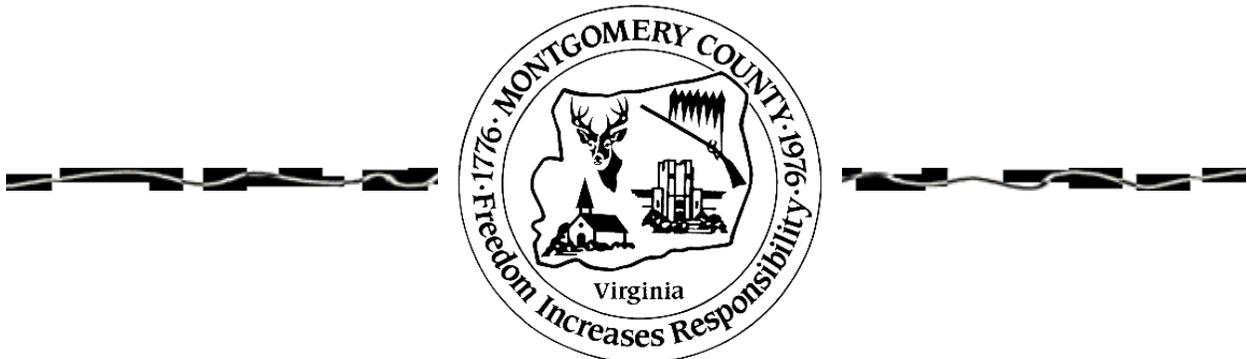
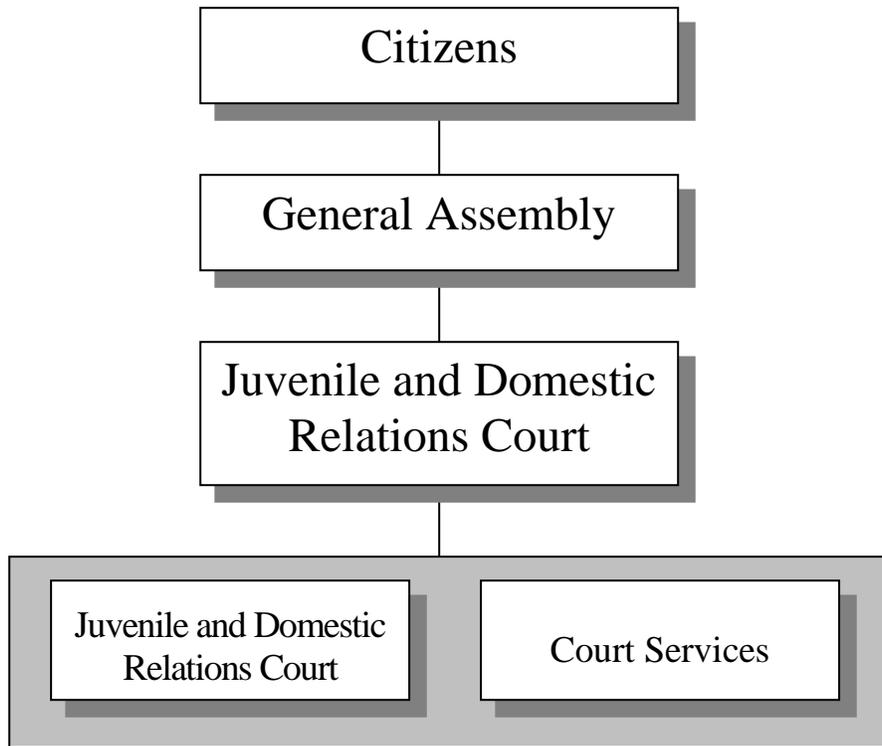
### General District Court

The court processes criminal, traffic, and civil cases. In the criminal division both misdemeanor cases and preliminary felony cases are held. General District Court has exclusive original jurisdiction over any claim not exceeding \$4,500, excluding interest and attorney's fees. The General District Court has concurrent jurisdiction with the circuit court over any claim in excess of \$4,500 and up to and including \$25,000 excluding interest and attorney's fees claimed. However, claims, counter-claims, and cross-claims filed in actions for unlawful detainer are not subject to the maximum jurisdictional limit \$25,000 applicable in general district court regardless of the purpose for which the occupant is using the premises; Commercial and residential. Court is held four days a week. Yearly average caseload is \$40,000.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	<u>FY 14</u> <u>Addenda</u>	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>							
General District Court	\$ 29,347	\$ 28,972	\$ 29,347	\$ 19,347	\$ 2,364	\$ 21,711	\$ (7,636)

# JUVENILE AND DOMESTIC RELATIONS COURT

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# JUVENILE AND DOMESTIC RELATIONS COURT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Juvenile and Domestic Relations Court	\$ 15,083	\$ 11,683	\$ 14,024	\$ 14,024		\$ -		\$ 14,024	\$ -
Court Services	\$ 6,500	\$ 2,424	\$ 6,500	\$ 6,500		\$ -		\$ 6,500	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 21,583</b>	<b>\$ 14,107</b>	<b>\$ 20,524</b>	<b>\$ 20,524</b>		<b>\$ -</b>		<b>\$ 20,524</b>	<b>\$ -</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Operations & Maintenance	\$ 21,271	\$ 13,655	\$ 20,524	\$ 20,524		\$ -		\$ 20,524	\$ -
Capital Outlay	\$ 312	\$ 452	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 21,583</b>	<b>\$ 14,107</b>	<b>\$ 20,524</b>	<b>\$ 20,524</b>		<b>\$ -</b>		<b>\$ 20,524</b>	<b>\$ -</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 21,583</b>	<b>\$ 14,107</b>	<b>\$ 20,524</b>	<b>\$ 20,524</b>		<b>\$ -</b>		<b>\$ 20,524</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 21,583</b>	<b>\$ 14,107</b>	<b>\$ 20,524</b>	<b>\$ 20,524</b>		<b>\$ -</b>		<b>\$ 20,524</b>	<b>\$ -</b>
Total Authorized Personnel (FTE)	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>		<b>0</b>	

# **JUVENILE AND DOMESTIC RELATIONS COURT**

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## **Division Description**

Juvenile and Domestic Relations District Court provides probation, counseling and rehabilitation services to children and their families.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# JUVENILE AND DOMESTIC RELATIONS COURT

## Department Description and Financial Data

### Juvenile and Domestic Relations Court

The Juvenile and Domestic Relations Court has jurisdiction over all proceedings involving minors including delinquency petitions, traffic violations, children in need of services, and children who have been abused or neglected. This court also hear cases involving adults accused of child abuse; offenses against family members; support, visitation and custody disputes; abandonment of children, foster care, and entrustment agreements; court-ordered rehabilitation services; and court consent for certain medical treatments.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Juvenile and Domestic Relations Court	\$ 15,083	\$ 11,683	\$ 14,024	\$ 14,024		-		\$ 14,024	-

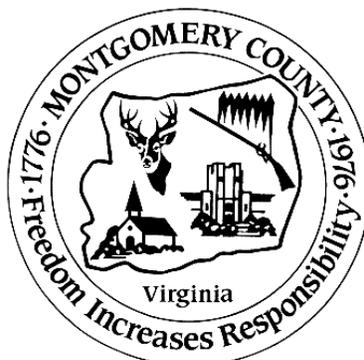
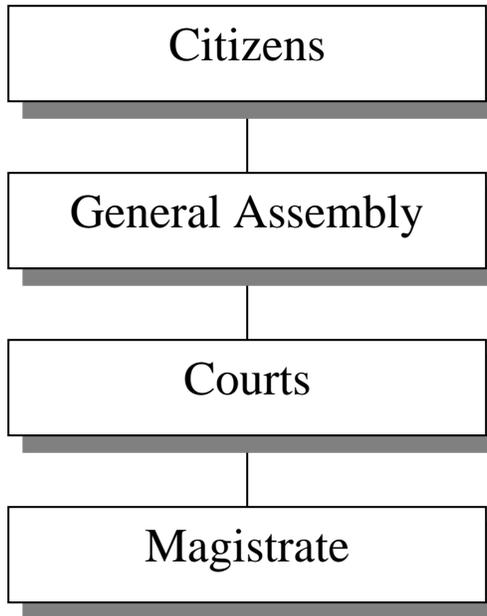
### Court Services

The Court Services provides probation services for the County's Juvenile and Domestic Relations Court. The office conducts predispositional reports, processes intake complaints, and maintains an average daily population of 75 juveniles on probation. Office personnel consists of seven probation officers, one secretary and one probation supervisor.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Court Services	\$ 6,500	\$ 2,424	\$ 6,500	\$ 6,500		-		\$ 6,500	-

# MAGISTRATE

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# MAGISTRATE

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## **Division Description**

The Magistrate's Office provides judicial services and statutory responsibilities for Montgomery County by conducting probable cause hearings to determine the issuance of arrest warrants, search warrants, civil warrants, temporary detention orders, and pre-trial seizures. In addition the office is responsible for conducting bail hearings to determine release or commitment to jail, accepting pre-payments for traffic infractions and pre-payable misdemeanors, conducting oaths, and taking acknowledgements. The Magistrate's Office operates twenty-four hours a day.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# MAGISTRATE

## Department Description and Financial Data

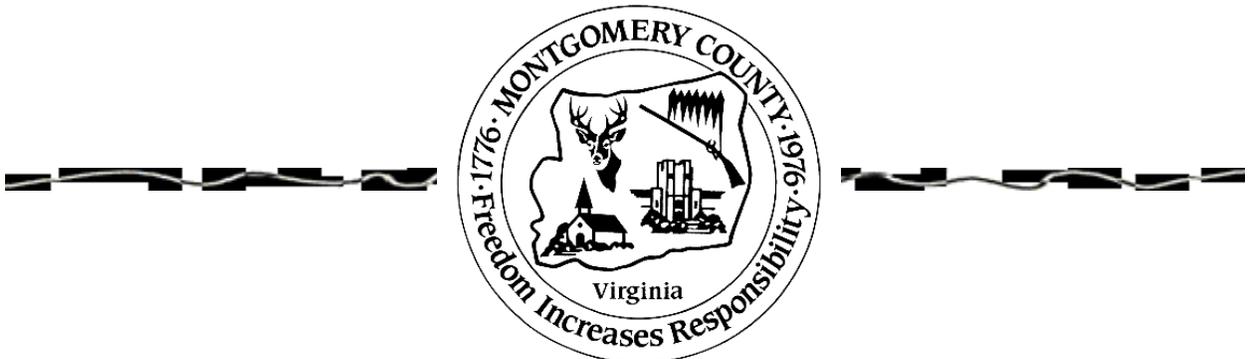
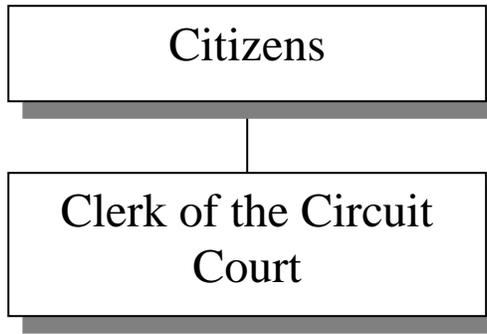
### **Magistrate**

The Magistrate's Office provides judicial services for Region 1 of the Commonwealth.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	<u>+</u>	<u>FY 14 Addenda</u>	<u>=</u>	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Magistrate	\$ 5,000	\$ 4,360	\$ 5,000	\$ 5,000	\$	-	\$	5,000	\$ -

# CLERK OF THE CIRCUIT COURT

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# CLERK OF THE CIRCUIT COURT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Clerk of the Circuit Court	\$ 635,712	\$ 630,626	\$ 651,855	\$ 654,881		\$ -		\$ 654,881	\$ 3,026
<b>TOTAL EXPENDITURES</b>	<b>\$ 635,712</b>	<b>\$ 630,626</b>	<b>\$ 651,855</b>	<b>\$ 654,881</b>		<b>\$ -</b>		<b>\$ 654,881</b>	<b>\$ 3,026</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 598,782	\$ 596,213	\$ 614,925	\$ 617,951		\$ -		\$ 617,951	\$ 3,026
Operations & Maintenance	\$ 33,423	\$ 33,406	\$ 36,930	\$ 36,930		\$ -		\$ 36,930	\$ -
Capital Outlay	\$ 3,507	\$ 1,007	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 635,712</b>	<b>\$ 630,626</b>	<b>\$ 651,855</b>	<b>\$ 654,881</b>		<b>\$ -</b>		<b>\$ 654,881</b>	<b>\$ 3,026</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Fees	\$ -	\$ 60,188	\$ 48,000	\$ 48,000		\$ 27,000		\$ 75,000	\$ 27,000
State Shared Expenses	\$ 388,082	\$ 370,540	\$ 337,722	\$ 363,659		\$ 18,891		\$ 382,550	\$ 44,828
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 388,082</b>	<b>\$ 430,728</b>	<b>\$ 385,722</b>	<b>\$ 411,659</b>		<b>\$ 45,891</b>		<b>\$ 457,550</b>	<b>\$ 71,828</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 247,630</b>	<b>\$ 199,899</b>	<b>\$ 266,133</b>	<b>\$ 243,222</b>		<b>\$ (45,891)</b>		<b>\$ 197,331</b>	<b>\$ (68,802)</b>
<b>TOTAL REVENUES</b>	<b>\$ 635,712</b>	<b>\$ 630,626</b>	<b>\$ 651,855</b>	<b>\$ 654,881</b>		<b>\$ -</b>		<b>\$ 654,881</b>	<b>\$ 3,026</b>
Total Authorized Personnel (FTE)	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>		<b>0</b>		<b>10</b>	

# CLERK OF THE CIRCUIT COURT

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## **Division Description**

The Clerk's Office has both judicial and non-judicial responsibilities. Some of the judicial responsibilities include maintaining records for all bench and jury trials, issuing subpoenas, typing court orders, and processing court fees. Concealed handgun permits are processed and issued through this office as well. Some non-judicial responsibilities include processing paperwork related to divorces, adoptions, and legal name changes, all deeds, deeds of trusts, land plats, and assignments are recorded in this office. Other public services performed by this office include issuing marriage licenses, passports, and notary applications; assisting with genealogy research; entering judgments; probating wills and qualifying estate executors; and scanning and imaging of all documents.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Compensation Board Revenue Adjustments – A total of \$25,937 is added to the Clerk's base compensation board revenue budget. These funds account for the adjustment of revenues as reported by the State Compensation Board in the approved budget and reconciled by the County for FY 13 and FY 14. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$18,891 is Added to the Clerk's Compensation Board Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor's FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut and a 2% compensation increase effective in August of 2013. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.
- \$27,000 is Added to the Clerk's Fee Revenue Budget – Based on actual collections in FY 12 and FY 13, this revenue is being added to reflect estimated collections for FY 14.

# CLERK OF THE CIRCUIT COURT

## Department Description and Financial Data

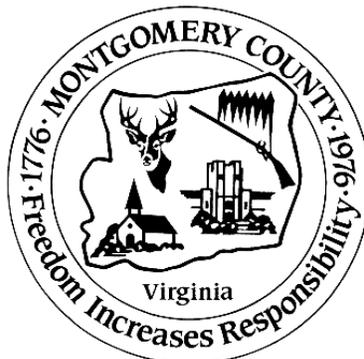
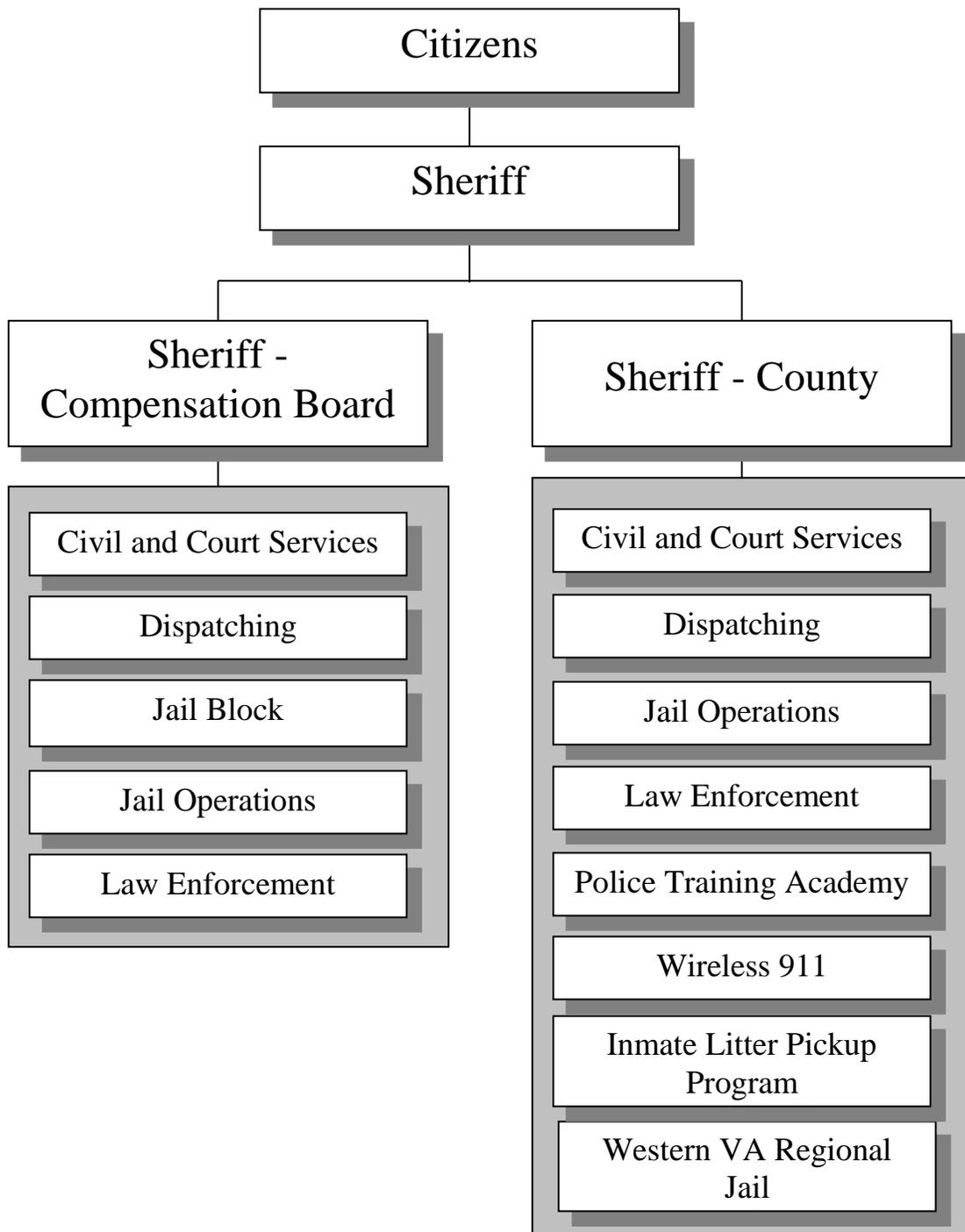
### **Clerk of the Circuit Court**

The Circuit Court Clerk is an elected constitutional officer and is charged with more than 800 statutory responsibilities. The Clerk's Office serves as the repository for the Court's records, is a clearinghouse for court information, and is also responsible for administration of the court of record for the County.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Clerk of the Circuit Court	\$ 635,712	\$ 630,626	\$ 651,855	\$ 654,881		\$ -		\$ 654,881	\$ 3,026
Authorized Personnel (FTEs)	10	10	10	10		0		10	

# SHERIFF – COMPENSATION BOARD

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## SHERIFF – COMPENSATION BOARD

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Civil and Court Services	\$ 732,365	\$ 732,356	\$ 766,532	\$ 770,537	\$ -	\$ 770,537	\$ 4,005
Dispatching	\$ 48,369	\$ 47,775	\$ 48,749	\$ 49,424	\$ -	\$ 49,424	\$ 675
Jail Block	\$ 300,976	\$ 300,252	\$ 216,263	\$ 216,263	\$ 70,752	\$ 287,015	\$ 70,752
Jail Operations	\$ 1,566,546	\$ 1,480,621	\$ 1,648,318	\$ 1,599,810	\$ -	\$ 1,599,810	\$ (48,508)
Law Enforcement	\$ 3,919,828	\$ 3,815,237	\$ 4,023,262	\$ 3,966,022	\$ -	\$ 3,966,022	\$ (57,240)
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,568,084</b>	<b>\$ 6,376,241</b>	<b>\$ 6,703,124</b>	<b>\$ 6,602,056</b>	<b>\$ 70,752</b>	<b>\$ 6,672,808</b>	<b>\$ (30,316)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Personal Services	\$ 6,209,005	\$ 6,002,328	\$ 6,435,710	\$ 6,334,642	\$ -	\$ 6,334,642	\$ (101,068)
Operations & Maintenance	\$ 359,079	\$ 373,913	\$ 267,414	\$ 267,414	\$ 70,752	\$ 338,166	\$ 70,752
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,568,084</b>	<b>\$ 6,376,241</b>	<b>\$ 6,703,124</b>	<b>\$ 6,602,056</b>	<b>\$ 70,752</b>	<b>\$ 6,672,808</b>	<b>\$ (30,316)</b>
<b>REVENUE BY CLASSIFICATION</b>							
Local Recovered Costs	\$ 9,665	\$ 11,018	\$ -	\$ -	\$ -	\$ -	\$ -
State Shared Expenses	\$ 3,791,926	\$ 3,702,208	\$ 3,863,963	\$ 3,818,380	\$ 68,577	\$ 3,886,957	\$ 22,994
State Jail Block	\$ 139,074	\$ 191,645	\$ 139,074	\$ 139,074	\$ -	\$ 139,074	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 3,940,665</b>	<b>\$ 3,904,871</b>	<b>\$ 4,003,037</b>	<b>\$ 3,957,454</b>	<b>\$ 68,577</b>	<b>\$ 4,026,031</b>	<b>\$ 22,994</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 2,627,419</b>	<b>\$ 2,471,371</b>	<b>\$ 2,700,087</b>	<b>\$ 2,644,602</b>	<b>\$ 2,175</b>	<b>\$ 2,646,777</b>	<b>\$ (53,310)</b>
<b>TOTAL REVENUES</b>	<b>\$ 6,568,084</b>	<b>\$ 6,376,241</b>	<b>\$ 6,703,124</b>	<b>\$ 6,602,056</b>	<b>\$ 70,752</b>	<b>\$ 6,672,808</b>	<b>\$ (30,316)</b>
Total Authorized Personnel (FTE)	<b>101</b>	<b>101</b>	<b>101</b>	<b>101</b>	<b>0</b>	<b>101</b>	

## **SHERIFF – COMPENSATION BOARD**

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### **Division Description**

The Montgomery County Sheriff's Office safeguards life, liberty, and property, and maintains civil order. To serve these purposes, the Sheriff's Office appoints the necessary personnel to enforce the laws of the Commonwealth of Virginia and the County of Montgomery. Through its appointed personnel, the Office of Sheriff provides uniformed patrols, civil process service, corrections, and courthouse security; conducts motor vehicle accident investigations and criminal investigations; and provides for the protection of life, liberty, and property as needed by the citizens of Montgomery County. The division also provides financial reports and statistical information to the locality and the state. This division is designed to show the costs shared between the state and the county for operations of the Sheriff's Office.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Compensation Board Revenue Adjustments – A total of **(\$45,583)** is reduced to the Sheriff's base compensation board revenue budget. These funds account for the adjustment of revenues as reported by the State Compensation Board in the approved budget and reconciled by the County for FY 13 and FY 14. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$68,577 is Added to the Sheriff's Compensation Board Revenue Budget – These funds account for the adjustment of revenues as proposed in the Governor's FY 14 budget. The increase in funding is due to a 2% compensation increase effective in August of 2013. All compensation board revenues are reconciled to the final approved budget that is provided by the state each year.
- \$70,752 is Added to the Jail Food Budget – These funds are added to cover the cost of food provided to inmates of the jail. The base budget for food at the Jail is \$54,900. Actual expenditures over the past several years have been over \$120,000. This addition will provide \$125,652 for food, which is 3.5% over actual expenditures in FY 12.

## SHERIFF – COMPENSATION BOARD

### Department Description and Financial Data

#### Civil and Court Services

The Civil and Court Services functions include service of civil process, and security of the courthouse, courtrooms and environs. Service of civil process includes levies, evictions, and advertising and conducting of public auctions.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Civil and Court Services	\$ 732,365	\$ 732,356	\$ 766,532	\$ 770,537		\$ -		\$ 770,537	\$ 4,005
Authorized Personnel (FTEs)	12	12	12	12		0		12	

#### Dispatching

The Dispatcher's main function is communication. They are responsible for manning multiple telephone lines and radio traffic twenty-four hours a day for fire departments, rescue squads, animal control, and Sheriff's Office. Dispatchers are the direct link between a citizen and the deputy in the field. Dispatch handles the communication of all 911 emergency calls.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Dispatching	\$ 48,369	\$ 47,775	\$ 48,749	\$ 49,424		\$ -		\$ 49,424	\$ 675
Authorized Personnel (FTEs)	1	1	1	1		0		1	

#### Jail Block

The jail block is actually the jail per diem sent to the County by the State for the housing and care of the inmates. Funds are based on the number of inmates housed and the charges placed against them and/or their sentence. All funds are used to operate the jail and are mandated by the Code of Virginia to be used for this purpose.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Jail Block	\$ 300,976	\$ 300,252	\$ 216,263	\$ 216,263		\$ 70,752		\$ 287,015	\$ 70,752
Authorized Personnel (FTEs)	0	0	0	0		0		0	

## SHERIFF – COMPENSATION BOARD

### Jail Operations

The function of this area is the care and security of jail inmates. Information concerning the types and numbers of inmates housed in the jail must be maintained and reported to the state. Educational, recreational, and medical services are provided to those inmates requesting and/or needing them. Daily logs are kept on various duties, such as checking on each inmate two times each hour and transporting inmates to other jurisdictions and courts.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Jail Operations	\$ 1,566,546	\$ 1,480,621	\$ 1,648,318	\$ 1,599,810		-		\$ 1,599,810	\$ (48,508)
Authorized Personnel (FTEs)	28	28	28	28		0		28	

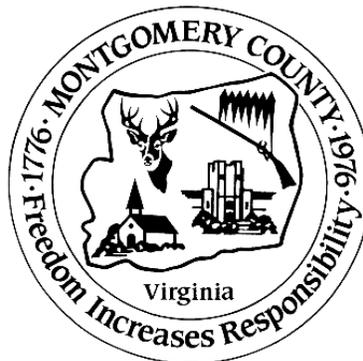
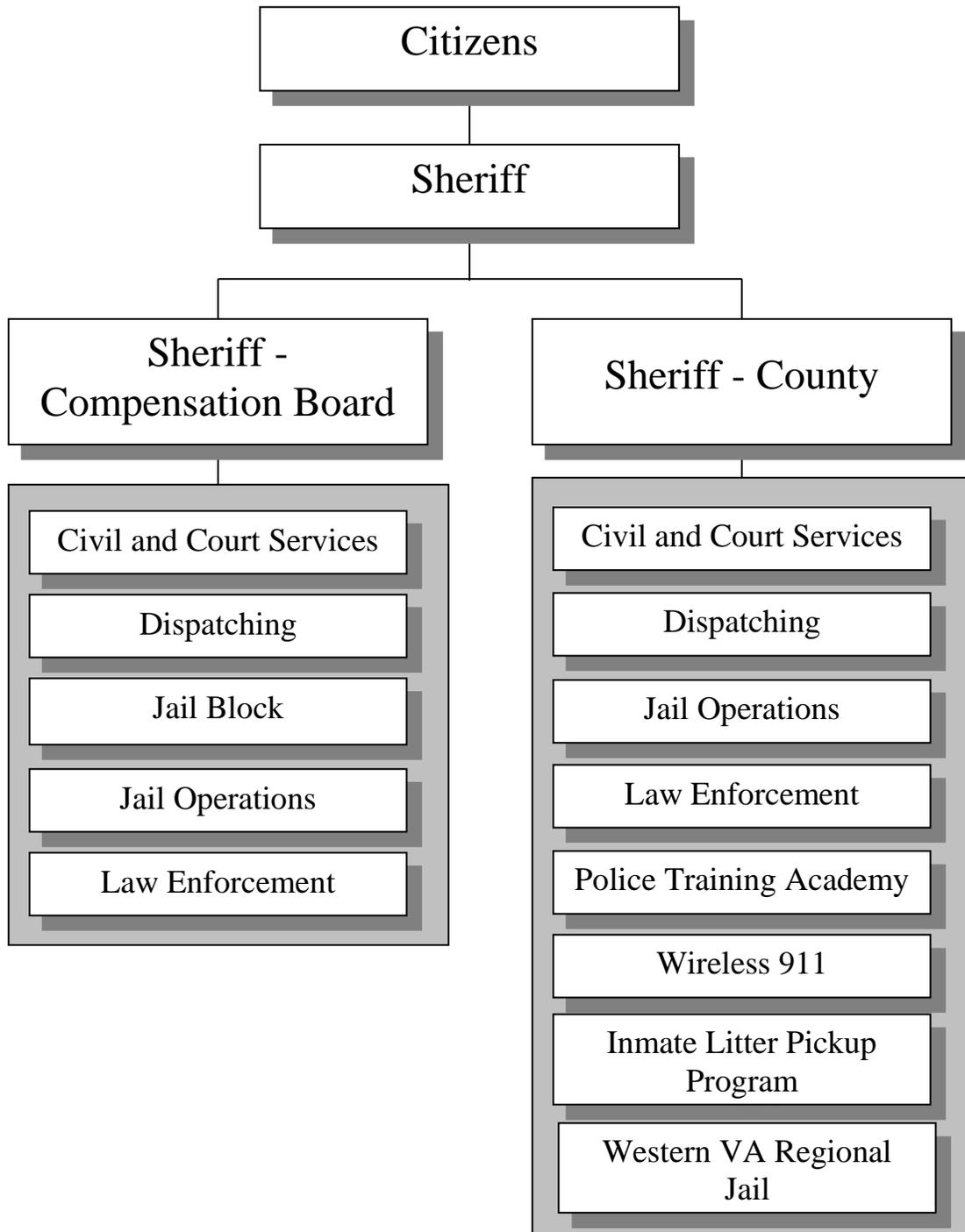
### Law Enforcement

Law enforcement includes patrolling the county of Montgomery for the purpose of protecting citizens and their property. The functions of this area include responding to citizen's calls for service, crime prevention, state criminal and traffic law enforcement, County ordinance enforcement, life and property protection, peace preservation, and criminal apprehension.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Law Enforcement	\$ 3,919,828	\$ 3,815,237	\$ 4,023,262	\$ 3,966,022		-		\$ 3,966,022	\$ (57,240)
Authorized Personnel (FTEs)	60	60	60	60		0		60	

# SHERIFF - COUNTY

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# SHERIFF - COUNTY

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Civil and Court Services	\$ 348,473	\$ 312,736	\$ 441,988	\$ 441,023	\$ -	\$ 441,023	\$ (965)
Dispatching	\$ 426,134	\$ 397,162	\$ 433,846	\$ 433,363	\$ -	\$ 433,363	\$ (483)
Jail Operations	\$ 319,864	\$ 298,979	\$ 316,557	\$ 310,397	\$ -	\$ 310,397	\$ (6,160)
Law Enforcement	\$ 1,287,178	\$ 1,202,443	\$ 992,427	\$ 988,939	\$ 77,283	\$ 1,066,222	\$ 73,795
Police Training	\$ 98,303	\$ 51,535	\$ 49,485	\$ 49,485	\$ 13,295	\$ 62,780	\$ 13,295
Wireless 911	\$ 43,436	\$ 43,435	\$ 44,383	\$ 44,639	\$ -	\$ 44,639	\$ 256
Inmate Litter Pickup	\$ 24,710	\$ 24,710	\$ 20,992	\$ 20,992	\$ -	\$ 20,992	\$ -
Western VA Regional Jail	\$ 3,119,658	\$ 3,119,658	\$ 3,427,882	\$ 3,427,882	\$ 60,000	\$ 3,487,882	\$ 60,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,667,756</b>	<b>\$ 5,450,658</b>	<b>\$ 5,727,560</b>	<b>\$ 5,716,720</b>	<b>\$ 150,578</b>	<b>\$ 5,867,298</b>	<b>\$ 139,738</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Personal Services	\$ 1,503,394	\$ 1,388,773	\$ 1,502,187	\$ 1,501,547	\$ -	\$ 1,501,547	\$ (640)
Operations & Maintenance	\$ 2,948,739	\$ 2,904,457	\$ 2,797,921	\$ 2,797,921	\$ 62,578	\$ 2,860,499	\$ 62,578
Capital Outlay	\$ 1,215,623	\$ 1,157,428	\$ 1,427,452	\$ 1,417,252	\$ 88,000	\$ 1,505,252	\$ 77,800
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,667,756</b>	<b>\$ 5,450,658</b>	<b>\$ 5,727,560</b>	<b>\$ 5,716,720</b>	<b>\$ 150,578</b>	<b>\$ 5,867,298</b>	<b>\$ 139,738</b>
<b>REVENUE BY CLASSIFICATION</b>							
Local E 911 Tax	\$ 145,000	\$ 145,000	\$ 145,000	\$ 145,000	\$ -	\$ 145,000	\$ -
Interest	\$ 50	\$ 186	\$ 140	\$ 140	\$ -	\$ 140	\$ -
Local Fees	\$ 4,137	\$ 4,137	\$ 4,137	\$ 4,137	\$ -	\$ 4,137	\$ -
Courthouse Security Fees	\$ 185,000	\$ 189,317	\$ 187,810	\$ 187,810	\$ -	\$ 187,810	\$ -
Jail Non Com.	\$ 50	\$ 52	\$ 50	\$ 50	\$ -	\$ 50	\$ -
State Confiscations	\$ 24,793	\$ 24,790	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Confiscations	\$ 1,156	\$ 1,156	\$ -	\$ -	\$ -	\$ -	\$ -
Local Recovered Costs	\$ 107,551	\$ 121,429	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -
Local Jail Fees	\$ 8,500	\$ 7,668	\$ 9,000	\$ 9,000	\$ -	\$ 9,000	\$ -
Local DNA Fees	\$ 800	\$ 590	\$ 500	\$ 500	\$ -	\$ 500	\$ -
Local Inmate Phone Fees	\$ 27,000	\$ 25,355	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ -
Local Inmate Medical Fees	\$ 600	\$ 1,243	\$ 800	\$ 800	\$ -	\$ 800	\$ -
Local Prisoner/Boarding	\$ 4,000	\$ 1,020	\$ 800	\$ 800	\$ -	\$ 800	\$ -
Local Fingerprinting	\$ 400	\$ 1,514	\$ 800	\$ 800	\$ -	\$ 800	\$ -
HEM Shared Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HEM Drug Testing	\$ 9,500	\$ 11,489	\$ 10,000	\$ 10,000	\$ -	\$ 10,000	\$ -
HEM Monitoring	\$ 80,000	\$ 93,966	\$ 92,000	\$ 92,000	\$ -	\$ 92,000	\$ -
HEM Connection	\$ 2,000	\$ 3,480	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ -
State Wireless 911	\$ 60,000	\$ 43,333	\$ 36,500	\$ 36,500	\$ 3,711	\$ 40,211	\$ 3,711
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 660,537</b>	<b>\$ 675,724</b>	<b>\$ 516,037</b>	<b>\$ 516,037</b>	<b>\$ 3,711</b>	<b>\$ 519,748</b>	<b>\$ 3,711</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 5,007,219</b>	<b>\$ 4,774,934</b>	<b>\$ 5,211,523</b>	<b>\$ 5,200,683</b>	<b>\$ 146,867</b>	<b>\$ 5,347,550</b>	<b>\$ 136,027</b>
<b>TOTAL REVENUES</b>	<b>\$ 5,667,756</b>	<b>\$ 5,450,658</b>	<b>\$ 5,727,560</b>	<b>\$ 5,716,720</b>	<b>\$ 150,578</b>	<b>\$ 5,867,298</b>	<b>\$ 139,738</b>
Total Authorized Personnel (FTE)	29.5	29.5	29.5	29.5	0	29.5	

# SHERIFF - COUNTY

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## Division Description

The Montgomery County Sheriff's Office safeguards life, liberty, and property, and maintains civil order. To serve these purposes, the Sheriff's Office appoints the necessary personnel to enforce the laws of the Commonwealth of Virginia and the County of Montgomery. Through its appointed personnel, the Office of Sheriff provides uniformed patrols, civil process service, corrections, and courthouse security; conducts motor vehicle accident investigations and criminal investigations; and provides for the protection of life, liberty, and property as needed by the citizens of Montgomery County. The division also provides financial reports and statistical information to the locality and the state. This division accounts for expenditures funded solely by the County.

## Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County's fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- (\$10,200) in One-time Funding is Reduced from the Base Budget – The total consisted of funds provided during the FY 13 budget for the one-time cost of: taser cartridges and hardware (\$1,600), a chemical munitions launcher (\$1,200), 50 distraction devices (\$3,200), and narcotics equipment (\$4,200).

## Addenda and Reduction Discussion

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$3,711 is Added to the Sheriff's Local Fee Revenue Budget – This adjustment is made to reflect estimated collections for FY 14.
- \$60,000 is Added for Increased Costs of the Western Virginia Regional Jail – Funding is added for the increased cost of the County's participation in the WVRJ. Each locality that participates in the WVRJ is responsible to pay for debt service and operating costs based on each locality's usage. Based on the County's increased usage, additional funding is required for FY 14.
- \$36,000 is Added for One-time Operating Costs – Funding is added for the following one-time items: ammunition (\$6,000); replacement body armor (\$30,000).

## **SHERIFF - COUNTY**

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- \$10,000 is Added for Uniform Replacements – Funding is added to establish a three-year replacement cycle for uniforms. The existing base budget does not allow for sufficient funding to provide uniforms for new employees and to provide replacements for existing staff on a regular basis.
- \$28,000 is Added to the Sheriff's Vehicle Replacement Budget – Funding is added for Sheriff's vehicle replacements. The base budget of \$152,000 allowed for the replacement of 6 vehicles, but due to cost increases, this is no longer possible. This addition will allow the sheriff to continue to replace 6 vehicles per year at the new cost.
- \$16,578 is Added for Increased Operating Costs – Funding is added for the following training increases: police academy training (\$13,295), arson training (\$1,831), and recertification for two deputies at the forensics academy (\$1,452).
- Additional funding of \$41,468 for air conditioner replacements at the jail can be found in General Services (Tab 400).

# SHERIFF - COUNTY

## Department Description and Financial Data

### Civil and Court Services

The Civil and Court Services functions include service of civil process, and security of the courthouse, courtrooms and environs. Service of civil process includes levies, evictions, and advertising and conducting of public auctions.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Civil and Court Services	\$ 348,473	\$ 312,736	\$ 441,988	\$ 441,023		\$ -		\$ 441,023	\$ (965)
Authorized Personnel (FTEs)	9.5	9.5	9.5	9		0		9	

### Dispatching

The Dispatcher's main function is communication. They are responsible for manning multiple telephone lines and radio traffic twenty-four hours a day for fire departments, rescue squads, animal control, and Sheriff's Office. Dispatchers are the direct link between a citizen and the deputy in the field. Dispatch handles the communication of all 911 emergency calls.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Dispatching	\$ 426,134	\$ 397,162	\$ 433,846	\$ 433,363		\$ -		\$ 433,363	\$ (483)
Authorized Personnel (FTEs)	8	8	8	8		0		8	

### Jail Operations

The function of this area is the care and security of jail inmates. Information concerning the types and numbers of inmates housed in the jail must be maintained and reported to the state. Educational, recreational, and medical services are provided to those inmates requesting and/or needing them. Daily logs are kept on various duties, such as checking on each inmate two times each hour and transporting inmates to other jurisdictions and courts.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Jail Operations	\$ 319,864	\$ 298,979	\$ 316,557	\$ 310,397		\$ -		\$ 310,397	\$ (6,160)
Authorized Personnel (FTEs)	4	4	4	4		0		4	

## SHERIFF - COUNTY

### Law Enforcement

Law enforcement includes patrolling the county of Montgomery for the purpose of protecting citizens and their property. The functions of this area include responding to citizen's calls for service, crime prevention, state criminal and traffic law enforcement, County ordinance enforcement, life and property protection, peace preservation, and criminal apprehension.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Law Enforcement	\$ 1,287,178	\$ 1,202,443	\$ 992,427	\$ 988,939		\$ 77,283		\$ 1,066,222	\$ 73,795
Authorized Personnel (FTEs)	7	7	7	7.5		0		7.5	

### Police Training Academy

The Montgomery County Sheriff's Office is a member of the NRCJTA (New River Criminal Justice Training Academy) for the purpose of meeting the standards of the Department of Criminal Justice Services and state training requirements. The academy provides for basic training, re-certifications, and other specialized training as required.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Police Training	\$ 98,303	\$ 51,535	\$ 49,485	\$ 49,485		\$ 13,295		\$ 62,780	\$ 13,295

### Wireless 911

The state mandates that localities provide Wireless 911 services. The Virginia Wireless Board supplements funding for Wireless 911. The Wireless 911 system begins with dedicated incoming telephone trunks that receive emergency 911 calls from cellular telephones. When a caller dials 911, the call is routed through equipment that determines the location from which the call originated. The communications center dispatches appropriate emergency personnel. This is an important and vital service to the residents and citizens located within Montgomery County.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Wireless 911	\$ 43,436	\$ 43,435	\$ 44,383	\$ 44,639		\$ -		\$ 44,639	\$ 256
Authorized Personnel (FTEs)	1	1	1	1		0		1	

## SHERIFF - COUNTY

### Inmate Litter Pickup Program

The function of this area is to cover the cost of overtime for a deputy to supervise the Inmate Litter Pickup Program. Through this program, inmates clean litter from County roadways.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Inmate Litter Pickup	\$ 24,710	\$ 24,710	\$ 20,992	\$ 20,992		-		\$ 20,992	\$ -
Authorized Personnel (FTEs)	0	0	0	0		0		0	

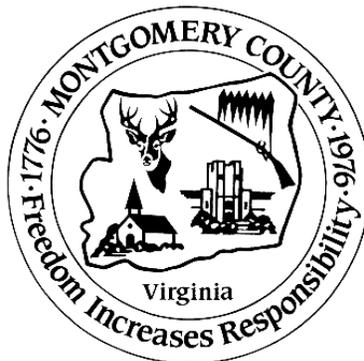
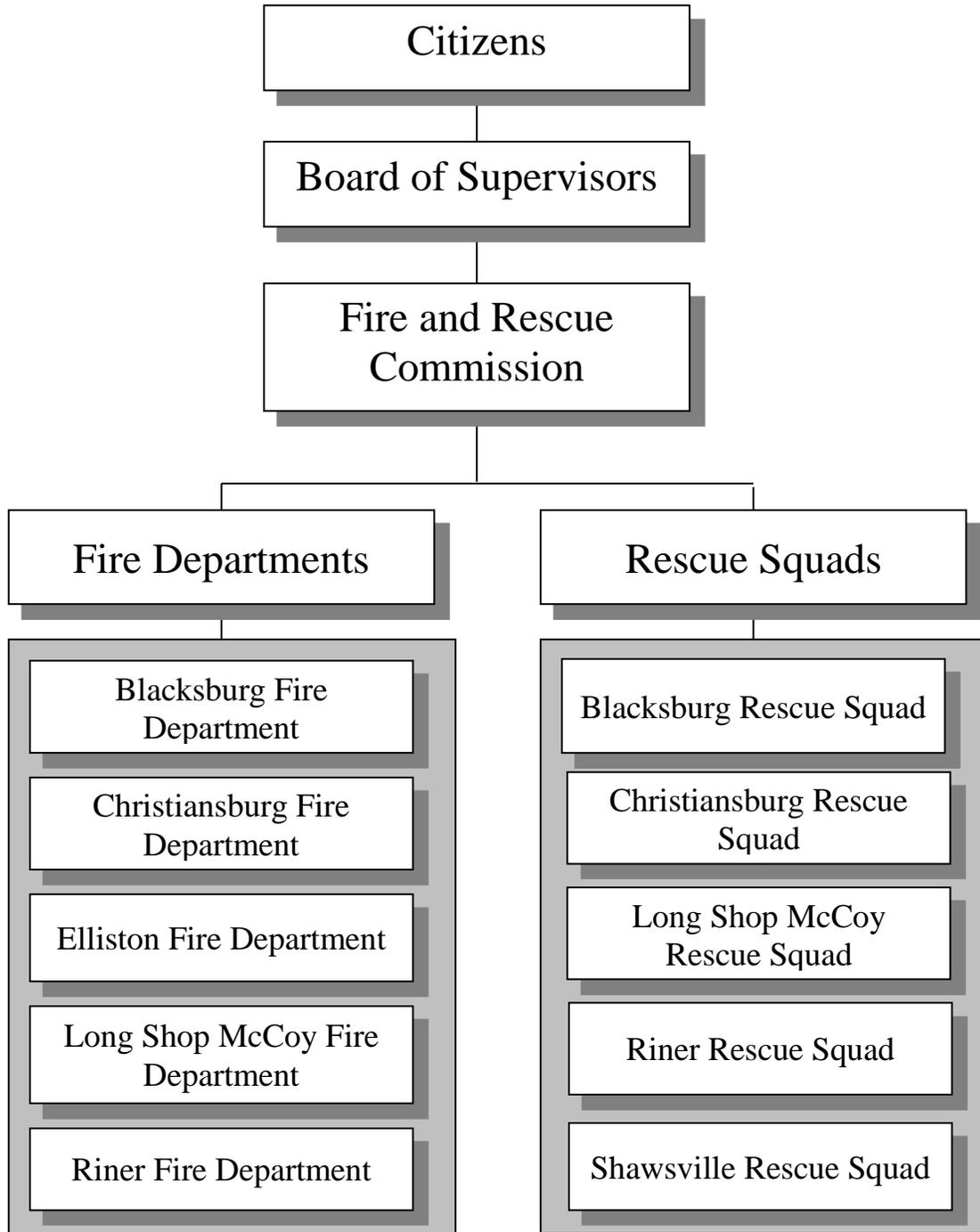
### Western VA Regional Jail

The County is a participant in the new Western Virginia Regional Jail located in Roanoke County, Virginia. The WVRJ facility has a 605-bed capacity (805-bed capacity with double bunking) and serves the City of Salem and the counties of Montgomery, Franklin and Roanoke.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Western VA Regional Jail	\$ 3,119,658	\$ 3,119,658	\$ 3,427,882	\$ 3,427,882		\$ 60,000		\$ 3,487,882	\$ 60,000
Authorized Personnel (FTEs)	0	0	0	0		0		0	

# FIRE AND RESCUE

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# FIRE AND RESCUE

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Retirement; Insurance; & Incentives	\$ 339,962	\$ 336,510	\$ 348,962	\$ 348,962		\$ -		\$ 348,962	\$ -
Blacksburg Fire Department	\$ 84,342	\$ 84,342	\$ 84,342	\$ 84,342		\$ -		\$ 84,342	\$ -
Christiansburg Fire Department	\$ 100,270	\$ 100,270	\$ 100,270	\$ 100,270		\$ -		\$ 100,270	\$ -
Elliston Fire Department	\$ 111,600	\$ 106,379	\$ 88,600	\$ 88,600		\$ -		\$ 88,600	\$ -
Long Shop McCoy Fire Department	\$ 80,740	\$ 80,740	\$ 80,740	\$ 80,740		\$ -		\$ 80,740	\$ -
Riner Fire Department	\$ 71,173	\$ 71,173	\$ 71,173	\$ 71,173		\$ -		\$ 71,173	\$ -
Blacksburg Rescue Squad	\$ 82,944	\$ 82,944	\$ 82,944	\$ 82,944		\$ -		\$ 82,944	\$ -
Christiansburg Rescue Squad	\$ 99,000	\$ 99,000	\$ 99,000	\$ 99,000		\$ -		\$ 99,000	\$ -
Long Shop McCoy Rescue Squad	\$ 35,860	\$ 35,860	\$ 35,860	\$ 35,860		\$ -		\$ 35,860	\$ -
Riner Rescue Squad	\$ 53,000	\$ 53,000	\$ 53,000	\$ 53,000		\$ -		\$ 53,000	\$ -
Shawsville Rescue Squad	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500		\$ -		\$ 66,500	\$ -
Fuel Contingency	\$ 50,000	\$ 8,880	\$ 50,000	\$ 50,000		\$ -		\$ 50,000	\$ -
Funds to be distributed by F&R Comm	\$ -	\$ -	\$ 30,000	\$ 30,000		\$ 80,000		\$ 110,000	\$ 80,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,175,391</u></b>	<b><u>\$ 1,125,598</u></b>	<b><u>\$ 1,191,391</u></b>	<b><u>\$ 1,191,391</u></b>		<b><u>\$ 80,000</u></b>		<b><u>\$ 1,271,391</u></b>	<b><u>\$ 80,000</u></b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Retirement and Insurance	\$ 339,962	\$ 336,510	\$ 348,962	\$ 348,962		\$ -		\$ 348,962	\$ -
Fire Departments	\$ 448,125	\$ 442,904	\$ 425,125	\$ 425,125		\$ -		\$ 425,125	\$ -
Rescue Squads	\$ 337,304	\$ 337,304	\$ 337,304	\$ 337,304		\$ -		\$ 337,304	\$ -
Funds to be Distributed by F&R Comm	\$ 50,000	\$ 8,880	\$ 80,000	\$ 80,000		\$ 80,000		\$ 160,000	\$ 80,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,175,391</u></b>	<b><u>\$ 1,125,598</u></b>	<b><u>\$ 1,191,391</u></b>	<b><u>\$ 1,191,391</u></b>		<b><u>\$ 80,000</u></b>		<b><u>\$ 1,271,391</u></b>	<b><u>\$ 80,000</u></b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ 31	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b><u>\$ -</u></b>	<b><u>\$ 31</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>		<b><u>\$ -</u></b>		<b><u>\$ -</u></b>	<b><u>\$ -</u></b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b><u>\$ 1,175,391</u></b>	<b><u>\$ 1,125,567</u></b>	<b><u>\$ 1,191,391</u></b>	<b><u>\$ 1,191,391</u></b>		<b><u>\$ 80,000</u></b>		<b><u>\$ 1,271,391</u></b>	<b><u>\$ 80,000</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 1,175,391</u></b>	<b><u>\$ 1,125,598</u></b>	<b><u>\$ 1,191,391</u></b>	<b><u>\$ 1,191,391</u></b>		<b><u>\$ 80,000</u></b>		<b><u>\$ 1,271,391</u></b>	<b><u>\$ 80,000</u></b>

# **FIRE AND RESCUE**

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## **Division Description**

This Division displays the County funding provided for the five volunteer fire departments and the four volunteer rescue squads that serve the County. These volunteer agencies provide emergency services to each of the approximately 86,000 citizens of Montgomery County. Each agency is comprised of men and women from various walks of life who have the desire to serve their community. Members devote countless hours required for training, drills, and meetings. The volunteers are required to respond to calls regardless of the hour of the day.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- \$50,000 is Held as a Fuel Contingency – These funds are held in abeyance as a fuel contingency to address potential fuel price fluctuations in the upcoming year.
- \$30,000 is Held for Fire and Rescue Operations – These funds held in abeyance to provide operating increases for Fire and Rescue Departments County-wide with the intent that the funds be allocated to specific departments by the Fire and Rescue Commission.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$80,000 is Added for Fire and Rescue Operations – These funds are added to provide operating increases for Fire and Rescue Departments County-wide with the intent that the funds be allocated to specific departments by the Fire and Rescue Commission.

## FIRE AND RESCUE

### Fire and Rescue Operating Budgets

Fire Departments	FY 13	Proposed FY 14	Increases
Blacksburg FD	\$84,342	\$84,342	\$0
Christiansburg FD	\$100,270	\$100,270	\$0
Elliston FD	\$88,600	\$88,600	\$0
Long Shop/McCoy FD	\$80,740	\$80,740	\$0
Riner FD	\$71,173	\$71,173	\$0
<b>Subtotal for FD</b>	<b>\$425,125</b>	<b>\$425,125</b>	<b>\$0</b>
<b>Rescue Squads</b>			
Blacksburg RS	\$82,944	\$82,944	\$0
Christiansburg RS	\$99,000	\$99,000	\$0
Riner RS	\$53,000	\$53,000	\$0
Long Shop/McCoy RS	\$35,860	\$35,860	\$0
Shawsville RS	\$66,500	\$66,500	\$0
<b>Subtotal for RS</b>	<b>\$337,304</b>	<b>\$337,304</b>	<b>\$0</b>
Fuel Contingency	\$50,000	\$50,000	\$0
Distribution by Fire & Rescue Commission	\$30,000	\$110,000	\$80,000
<b>Total - Operating Budgets</b>	<b>\$842,429</b>	<b>\$922,429</b>	<b>\$80,000</b>

### Basic Retirement and Insurance

Volunteer Fire Departments	FY 13	Proposed FY 14	Increases
Retirement - VRS	\$8,000	\$8,000	\$0
Accident Insurance	\$13,771	\$13,771	\$0
Life Insurance	\$61,114	\$61,114	\$0
Worker's Compensation	\$37,843	\$37,843	\$0
Motor Vehicle Insurance	\$35,521	\$35,521	\$0
General Liability	\$8,900	\$8,900	\$0
Gas Card Incentives	\$16,800	\$16,800	\$0
<b>Total</b>	<b>\$181,949</b>	<b>\$181,949</b>	<b>\$0</b>
<b>Volunteer Rescue Squads</b>			
Retirement - VRS	\$2,560	\$2,560	\$0
Accident Insurance	\$10,671	\$10,671	\$0
Life Insurance	\$61,114	\$61,114	\$0
Worker's Compensation	\$43,744	\$43,744	\$0
Motor Vehicle Insurance	\$15,724	\$15,724	\$0
General Liability	\$8,200	\$8,200	\$0
Gas Card Incentives	\$25,000	\$25,000	\$0
<b>Total</b>	<b>\$167,013</b>	<b>\$167,013</b>	<b>\$0</b>
<b>Total - Basic Retirement and Insurance</b>	<b>\$348,962</b>	<b>\$348,962</b>	<b>\$0</b>
<b>Grand Total Fire and Rescue</b>	<b>\$1,191,391</b>	<b>\$1,271,391</b>	<b>\$80,000</b>

## FIRE AND RESCUE

### Department Description and Financial Data

#### Retirement and Insurance

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Retirement; Insurance; & Incentives	\$ 339,962	\$ 336,510	\$ 348,962	\$ 348,962		\$ -		\$ 348,962	\$ -

#### Fire Departments

Fire departments provide volunteer fire services to County and town residents. Fire Departments are routinely involved in training their personnel through the Department of Fire Programs. The basic training required to be a firefighter is a minimum of 107 hours. This does not include the in-house training that is required to master the equipment of their individual department.

#### Blacksburg Fire Department

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Blacksburg Fire Department	\$ 84,342	\$ 84,342	\$ 84,342	\$ 84,342		\$ -		\$ 84,342	\$ -

#### Christiansburg Fire Department

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Christiansburg Fire Department	\$ 100,270	\$ 100,270	\$ 100,270	\$ 100,270		\$ -		\$ 100,270	\$ -

#### Elliston Fire Department

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Elliston Fire Department	\$ 111,600	\$ 106,379	\$ 88,600	\$ 88,600		\$ -		\$ 88,600	\$ -

## FIRE AND RESCUE

### Long Shop McCoy Fire Department

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Long Shop McCoy Fire Department	\$ 80,740	\$ 80,740	\$ 80,740	\$ 80,740		\$ -		\$ 80,740	\$ -

### Riner Fire Department

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Riner Fire Department	\$ 71,173	\$ 71,173	\$ 71,173	\$ 71,173		\$ -		\$ 71,173	\$ -

### Rescue Squads

Rescue Squads provide volunteer rescue services to County and town residents. Rescue squads are trained in a variety of methods. Classes are routinely offered through the local squads and the Virginia Department of Health. The basic rescuer is required to complete 142 hours of training. This prepares them to answer calls of all nature and allows them to perform emergency medical skills on-scene. Typical assignments in the local squads require the volunteer to answer calls both at will and on assigned call nights.

### Blacksburg Rescue Squad

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Blacksburg Rescue Squad	\$ 82,944	\$ 82,944	\$ 82,944	\$ 82,944		\$ -		\$ 82,944	\$ -

### Christiansburg Rescue Squad

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Christiansburg Rescue Squad	\$ 99,000	\$ 99,000	\$ 99,000	\$ 99,000		\$ -		\$ 99,000	\$ -

## FIRE AND RESCUE

### Long Shop McCoy Rescue Squad

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Long Shop McCoy Rescue Squad	\$ 35,860	\$ 35,860	\$ 35,860	\$ 35,860		\$ -	\$ 35,860	\$ -

### Riner Rescue Squad

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Riner Rescue Squad	\$ 53,000	\$ 53,000	\$ 53,000	\$ 53,000		\$ -	\$ 53,000	\$ -

### Shawsville Rescue Squad

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Shawsville Rescue Squad	\$ 66,500	\$ 66,500	\$ 66,500	\$ 66,500		\$ -	\$ 66,500	\$ -

### Fuel Contingency

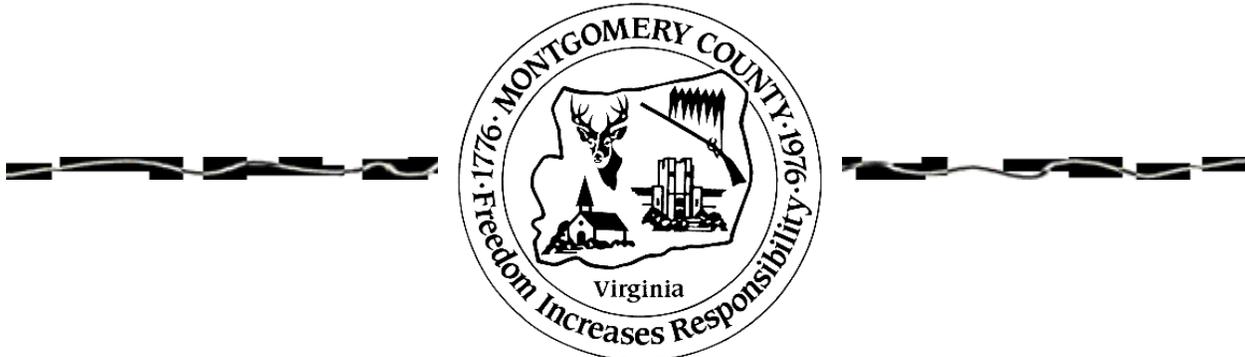
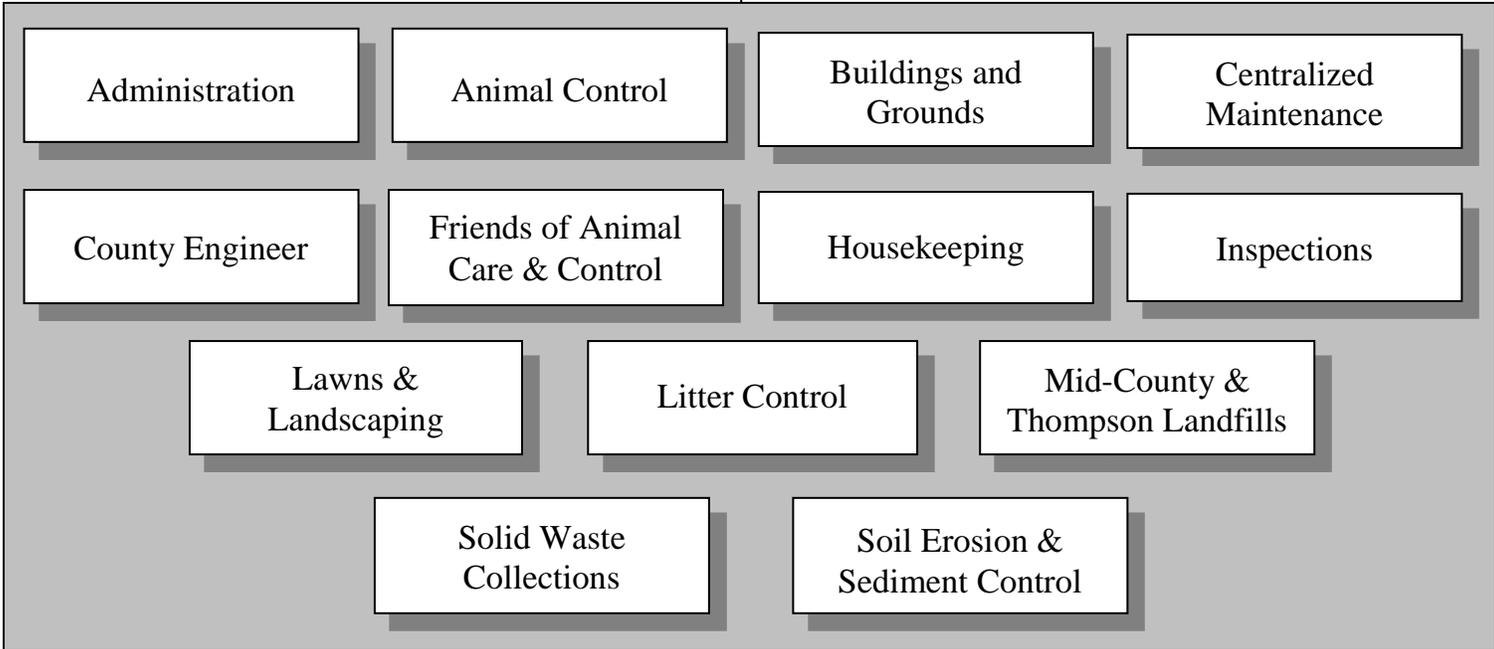
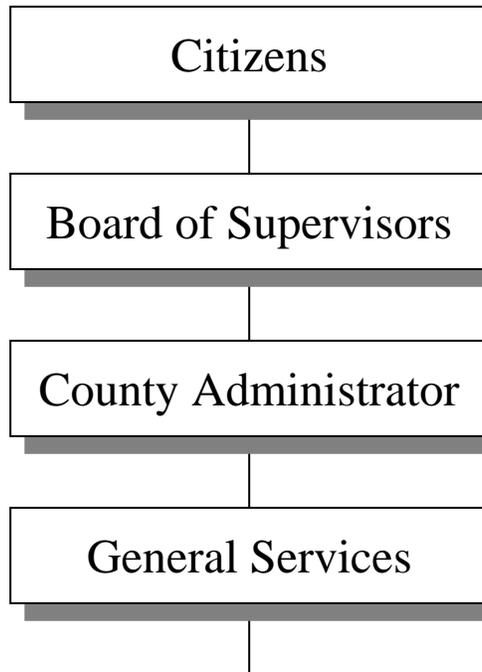
	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Fuel Contingency	\$ 50,000	\$ 8,880	\$ 50,000	\$ 50,000		\$ -	\$ 50,000	\$ -

### Funds to be distributed by Fire & Rescue Commission

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Funds to be distributed by F&R Comm	\$ -	\$ -	\$ 30,000	\$ 30,000		\$ 80,000	\$ 110,000	\$ 80,000

# GENERAL SERVICES

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# GENERAL SERVICES

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	-	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Administration	\$ 320,850	\$ 209,165	\$ 207,928	\$ 214,251		\$ -		\$ 214,251	\$ 6,323
Animal Control	\$ 209,200	\$ 200,080	\$ 211,138	\$ 214,478		\$ -		\$ 214,478	\$ 3,340
Buildings and Grounds	\$ 1,493,590	\$ 1,154,807	\$ 1,405,382	\$ 1,389,460		\$ 41,468		\$ 1,430,928	\$ 25,546
Centralized Maintenance	\$ 51,796	\$ 10,257	\$ 84,281	\$ 84,281		\$ -		\$ 84,281	\$ -
County Engineer	\$ 175,153	\$ 174,249	\$ 179,175	\$ 159,634		\$ -		\$ 159,634	\$ (19,541)
Friends of Animal Care and Control	\$ 22,130	\$ 22,130	\$ 22,000	\$ 10,000		\$ -		\$ 10,000	\$ (12,000)
Housekeeping	\$ 332,886	\$ 287,839	\$ 396,795	\$ 391,484		\$ -		\$ 391,484	\$ (5,311)
Inspections	\$ 337,068	\$ 310,957	\$ 274,774	\$ 280,341		\$ -		\$ 280,341	\$ 5,567
Lawns and Landscaping	\$ 167,790	\$ 153,701	\$ 174,636	\$ 167,638		\$ -		\$ 167,638	\$ (6,998)
Litter Control	\$ 89,071	\$ 66,474	\$ 84,426	\$ 88,845		\$ -		\$ 88,845	\$ 4,419
Mid-County Landfill	\$ 171,615	\$ 149,773	\$ 125,890	\$ 149,069		\$ -		\$ 149,069	\$ 23,179
Soil Erosion and Sediment Control	\$ 10,000	\$ 1,135	\$ 10,000	\$ 10,000		\$ -		\$ 10,000	\$ -
Solid Waste Collections	\$ 1,738,077	\$ 1,664,850	\$ 1,748,792	\$ 1,750,330		\$ -		\$ 1,750,330	\$ 1,538
Thompson Landfill	\$ 127,741	\$ 109,427	\$ 51,310	\$ 53,000		\$ -		\$ 53,000	\$ 1,690
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,246,967</b>	<b>\$ 4,514,844</b>	<b>\$ 4,976,527</b>	<b>\$ 4,962,811</b>		<b>\$ 41,468</b>		<b>\$ 5,004,279</b>	<b>\$ 27,752</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 2,455,702	\$ 2,284,994	\$ 2,480,177	\$ 2,466,461		\$ -		\$ 2,466,461	\$ (13,716)
Operations & Maintenance	\$ 2,717,564	\$ 2,204,928	\$ 2,405,569	\$ 2,406,569		\$ -		\$ 2,406,569	\$ 1,000
Capital Outlay	\$ 73,701	\$ 24,921	\$ 90,781	\$ 89,781		\$ 41,468		\$ 131,249	\$ 40,468
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,246,967</b>	<b>\$ 4,514,844</b>	<b>\$ 4,976,527</b>	<b>\$ 4,962,811</b>		<b>\$ 41,468</b>		<b>\$ 5,004,279</b>	<b>\$ 27,752</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Animal Licenses	\$ 17,700	\$ 25,312	\$ 17,700	\$ 17,700		\$ -		\$ 17,700	\$ -
Dog & Cat Sterilization	\$ 2,367	\$ 3,982	\$ -	\$ -		\$ -		\$ -	\$ -
Local Recovered Costs	\$ -	\$ 9,223	\$ -	\$ -		\$ -		\$ -	\$ -
Local Courthouse Maintenance	\$ 113,502	\$ 39,405	\$ 113,502	\$ 113,502		\$ (73,502)		\$ 40,000	\$ (73,502)
Local Health/HS Utilities	\$ 56,000	\$ 45,730	\$ 56,000	\$ 56,000		\$ -		\$ 56,000	\$ -
Local Health/HS Maintenance	\$ 16,800	\$ 16,800	\$ 16,800	\$ 16,800		\$ -		\$ 16,800	\$ -
Local Cons Utility Tax	\$ 728,174	\$ 728,174	\$ 728,174	\$ 728,174		\$ -		\$ 728,174	\$ -
Local Waste Collection	\$ 40,700	\$ 24,151	\$ 40,700	\$ 40,700		\$ -		\$ 40,700	\$ -
State Litter Control Grant	\$ 16,450	\$ 24,587	\$ 16,450	\$ 16,450		\$ -		\$ 16,450	\$ -
Local Soil Erosion Fees	\$ 23,900	\$ 18,322	\$ 23,900	\$ 23,900		\$ -		\$ 23,900	\$ -
Local Building Permits	\$ 92,500	\$ 135,106	\$ 92,500	\$ 92,500		\$ -		\$ 92,500	\$ -
Local Occupancy Permits	\$ 500	\$ 405	\$ 500	\$ 500		\$ -		\$ 500	\$ -
Local Electrical Permits	\$ 30,300	\$ 30,170	\$ 30,300	\$ 30,300		\$ -		\$ 30,300	\$ -
Local Mechanical Permits	\$ 28,700	\$ 18,276	\$ 28,700	\$ 28,700		\$ -		\$ 28,700	\$ -
Local Plumbing Permits	\$ 16,100	\$ 20,282	\$ 16,100	\$ 16,100		\$ -		\$ 16,100	\$ -
Local Manufactured Housing Permits	\$ 12,600	\$ 9,415	\$ 12,600	\$ 12,600		\$ -		\$ 12,600	\$ -
Local Re-inspect Fees	\$ 1,400	\$ 1,050	\$ 1,400	\$ 1,400		\$ -		\$ 1,400	\$ -
Jail Block Revenue	\$ 21,500	\$ -	\$ 21,500	\$ 21,500		\$ -		\$ 21,500	\$ -
Local Auto Graveyard	\$ 4,500	\$ 3,000	\$ 4,500	\$ 4,500		\$ -		\$ 4,500	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 1,223,693</b>	<b>\$ 1,153,390</b>	<b>\$ 1,221,326</b>	<b>\$ 1,221,326</b>		<b>\$ (73,502)</b>		<b>\$ 1,147,824</b>	<b>\$ (73,502)</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 4,023,274</b>	<b>\$ 3,361,453</b>	<b>\$ 3,755,201</b>	<b>\$ 3,741,485</b>		<b>\$ 114,970</b>		<b>\$ 3,856,455</b>	<b>\$ 101,254</b>
<b>TOTAL REVENUES</b>	<b>\$ 5,246,967</b>	<b>\$ 4,514,844</b>	<b>\$ 4,976,527</b>	<b>\$ 4,962,811</b>		<b>\$ 41,468</b>		<b>\$ 5,004,279</b>	<b>\$ 27,752</b>
Total Authorized Personnel (FTE)	<b>51.65</b>	<b>51.65</b>	<b>49.25</b>	<b>48.65</b>		<b>0</b>		<b>48.65</b>	

## GENERAL SERVICES

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### Division Description

The Division of General Services is responsible for auxiliary and operational support services for all County divisions. Services are provided through the departments of, Buildings and Grounds, Housekeeping, Public Facilities Administration, Engineering, and Internal Services departments. The division is also responsible for the departmental operations of Animal Control, Solid Waste Collection, and Inspections.

### Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### Addenda and Reduction Discussion

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- (\$73,502) is Reduced from the General Services Fee Revenue Budget – Courthouse Maintenance Fee revenue is recorded as a revenue in the General Services budget (\$40,000) and the County’s Debt Service budget (\$79,982). \$73,502 is being reduced from the General Services budget of \$113,502 to reflect the \$40,000 estimated budget for FY 14. \$79,982 is being added to the County’s debt to offset the General Fund Transfer and to reflect a total of \$119,982 in estimated collections between both funds for FY 14.
- \$41,468 is Added for Air Conditioner Replacements at the Jail – Funding is added to cover the cost of replacing four air conditioners in the jail that are in disrepair. Each air conditioner costs \$10,367.

## GENERAL SERVICES

### Department Description and Financial Data

#### Administration

This Department manages the administrative functions for the Division of General Services.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Administration	\$ 320,850	\$ 209,165	\$ 207,928	\$ 214,251		-		\$ 214,251	\$ 6,323
Authorized Personnel (FTEs)	2	2	2	2		0		2	

#### Animal Control

The Animal Control Department is responsible for enforcing County ordinances and state laws relating to animals. Animal Control impounds stray dogs, investigates livestock deaths due to animals, quarantines animals involved in bite cases, and investigates animal cruelty. The department maintains the safety of the public as it pertains to animal ordinances and educates the public about animal laws and welfare.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Animal Control	\$ 209,200	\$ 200,080	\$ 211,138	\$ 214,478		-		\$ 214,478	\$ 3,340
Authorized Personnel (FTEs)	4.25	4.25	4.25	4.25		0		4.25	

#### Buildings and Grounds

This Department is responsible for the preservation of County facilities, including recreational and industrial parks. Buildings and Grounds maintain 37 County buildings and facilities, eight recreational parks, and two industrial parks. The department provides general labor support to County divisions for repair and remodeling projects.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Buildings and Grounds	\$ 1,493,590	\$ 1,154,807	\$ 1,405,382	\$ 1,389,460		41,468		\$ 1,430,928	\$ 25,546
Authorized Personnel (FTEs)	7	7	7	7		0		7	

## GENERAL SERVICES

### Centralized Maintenance

Centralized Maintenance is an account established to fund one-time projects. Portions of these funds are undesignated and may be utilized to fund emergency repairs. These projects are not generally funded through the operational budget due to their nature, and do not meet the criteria of Capital Improvements Projects. Centralized Maintenance is a line item within the budget and not a department or division under General Services.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Centralized Maintenance	\$ 51,796	\$ 10,257	\$ 84,281	\$ 84,281		\$ -		\$ 84,281	\$ -

### County Engineer

The County Engineer administers the Erosion and Sediment Control Ordinance, capital construction of County facilities, closed landfills, and administration of the General Services Department.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
County Engineer	\$ 175,153	\$ 174,249	\$ 179,175	\$ 159,634		\$ -		\$ 159,634	\$ (19,541)
Authorized Personnel (FTEs)	2	2	2	2		0		2	

### Friends of Animal Care and Control

This non-profit agency staffs the County's animal control shelter for extended hours to provide additional opportunities for people to adopt animals from the shelter.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Friends of Animal Care and Control	\$ 22,130	\$ 22,130	\$ 22,000	\$ 10,000		\$ -		\$ 10,000	\$ (12,000)

### Housekeeping

This Department provides custodial services to ensure the cleanliness and safety of 11 County facilities or 289,000 square feet of space.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Housekeeping	\$ 332,886	\$ 287,839	\$ 396,795	\$ 391,484		\$ -		\$ 391,484	\$ (5,311)
Authorized Personnel (FTEs)	9	9	10	10		0		10	

## GENERAL SERVICES

### Inspections

This Department is responsible for the enforcement of the Uniform Statewide Building Code.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Inspections	\$ 337,068	\$ 310,957	\$ 274,774	\$ 280,341		\$ -		\$ 280,341	\$ 5,567
Authorized Personnel (FTEs)	5	5	4	4		0		4	

### Lawns and Landscaping

The Lawns & Landscaping Department is responsible for maintaining 131 acres of open property, including landscaping services, tree trimming, and grass cutting. The Lawns & Landscaping Department also assists in maintaining recreational facilities including the Motor Mile Complex and the former Shawsville High School football and baseball fields.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Lawns and Landscaping	\$ 167,790	\$ 153,701	\$ 174,636	\$ 167,638		\$ -		\$ 167,638	\$ (6,998)
Authorized Personnel (FTEs)	2	2	2	2		0		2	

### Litter Control

The Litter Control Department manages the annual County roadside waste clean-up, hazardous waste collection, and annual latex paint exchange. The department works in conjunction with the towns of Christiansburg and Blacksburg, and Virginia Tech to maintain litter control efforts within the County.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Litter Control	\$ 89,071	\$ 66,474	\$ 84,426	\$ 88,845		\$ -		\$ 88,845	\$ 4,419
Authorized Personnel (FTEs)	1	1	1	1		0		1	

### Mid-County Landfill

The Mid-County Landfill is located off of Cinnabar Road between the towns of Christiansburg and Blacksburg. The landfill was closed in the late 70's but continues to require groundwater and landfill gas testing along with the operation of gas migration mitigation equipment.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Mid-County Landfill	\$ 171,615	\$ 149,773	\$ 125,890	\$ 149,069		\$ -		\$ 149,069	\$ 23,179

## GENERAL SERVICES

### Soil Erosion and Sediment Control

This program implements the County's Erosion and Sediment Control Ordinance as mandated by the Commonwealth of Virginia.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Soil Erosion and Sediment Control	\$ 10,000	\$ 1,135	\$ 10,000	\$ 10,000		-		\$ 10,000	\$ -
Authorized Personnel (FTEs)	0	0	0	0		0		0	

### Solid Waste Collections

This Department provides waste disposal and recycling services for County residents. Services are delivered through ten consolidated sites. Sites are open every day except Thanksgiving, New Years, Martin Luther King, Memorial, Independence, Labor and Christmas holidays; Monday through Friday, 7:00 am to 7:00 pm (6:00 pm in the winter); Saturday, 8:00 am to 6:00 pm; and Sunday, noon to 6:00 pm. At these sites, residents may dispose of household trash, bulky items, and recyclables. The goal of the department is to eliminate open "green box" sites and maintain services countywide through consolidated sites.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Solid Waste Collections	\$ 1,738,077	\$ 1,664,850	\$ 1,748,792	\$ 1,750,330		-		\$ 1,750,330	\$ 1,538
Authorized Personnel (FTEs)	19.4	19.4	17	17		0.00		17.00	

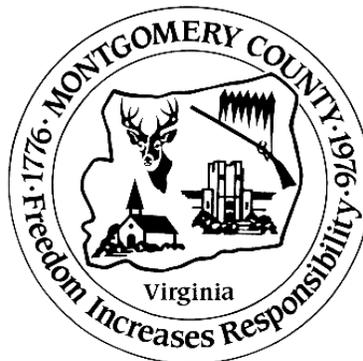
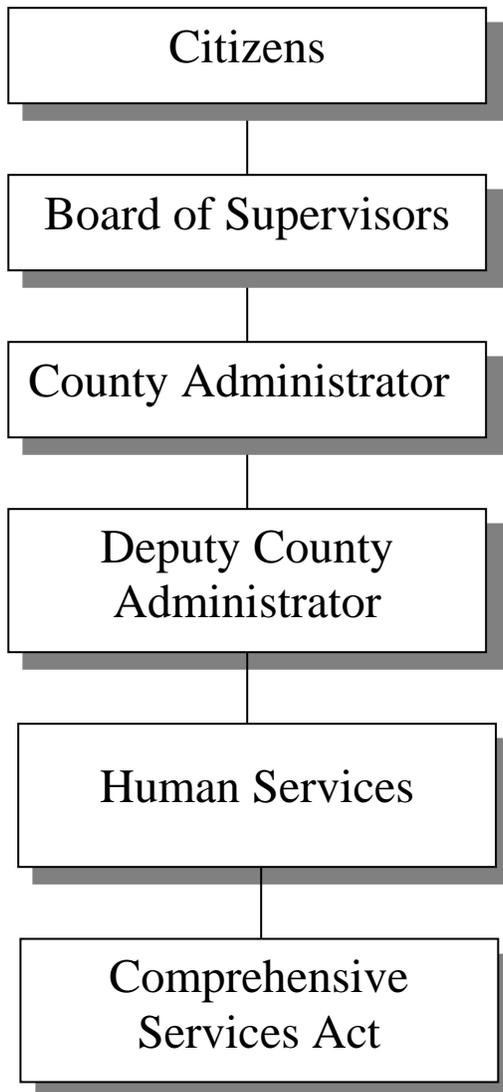
### Thompson Landfill

The Thompson Landfill is a closed landfill located in the Den Hill area of the County. The County is currently several years into a post closure plan, which requires continued groundwater monitoring and mitigation.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Thompson Landfill	\$ 127,741	\$ 109,427	\$ 51,310	\$ 53,000		-		\$ 53,000	\$ 1,690

# COMPREHENSIVE SERVICES ACT

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# COMPREHENSIVE SERVICES ACT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Comprehensive Services Act	\$ 2,151,123	\$ 2,132,425	\$ 1,651,969	\$ 1,651,969		\$ -		\$ 1,651,969	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,151,123</b>	<b>\$ 2,132,425</b>	<b>\$ 1,651,969</b>	<b>\$ 1,651,969</b>		<b>\$ -</b>		<b>\$ 1,651,969</b>	<b>\$ -</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Operations & Maintenance	\$ 3,695	\$ 747	\$ 4,200	\$ 4,200		\$ -		\$ 4,200	\$ -
Public Assistance	\$ 2,146,923	\$ 2,131,181	\$ 1,647,769	\$ 1,647,769		\$ -		\$ 1,647,769	\$ -
Capital Outlay	\$ 505	\$ 496	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,151,123</b>	<b>\$ 2,132,425</b>	<b>\$ 1,651,969</b>	<b>\$ 1,651,969</b>		<b>\$ -</b>		<b>\$ 1,651,969</b>	<b>\$ -</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ 64,737	\$ 78,887	\$ -	\$ -		\$ -		\$ -	\$ -
State CSA	\$ 1,547,201	\$ 1,139,214	\$ 1,162,784	\$ 1,162,784		\$ -		\$ 1,162,784	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 1,611,938</b>	<b>\$ 1,218,101</b>	<b>\$ 1,162,784</b>	<b>\$ 1,162,784</b>		<b>\$ -</b>		<b>\$ 1,162,784</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 539,185</b>	<b>\$ 914,323</b>	<b>\$ 489,185</b>	<b>\$ 489,185</b>		<b>\$ -</b>		<b>\$ 489,185</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 2,151,123</b>	<b>\$ 2,132,425</b>	<b>\$ 1,651,969</b>	<b>\$ 1,651,969</b>		<b>\$ -</b>		<b>\$ 1,651,969</b>	<b>\$ -</b>

# **COMPREHENSIVE SERVICES ACT**

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## **Division Description**

In 1992, the General Assembly established the Comprehensive Services Act for At-Risk Youth and Families in an attempt to improve coordination, eliminate duplication of services, and ensure that costly residential care was provided only in cases where it was clearly warranted. The law requires localities to establish Community Policy and Management teams and Family Assessment and Planning teams to administer the program. The law also mandates that certain groups of children receive services, primarily special education and foster care children. The County is required to provide a local match for all expenditures.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# COMPREHENSIVE SERVICES ACT

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## Department Description and Financial Data

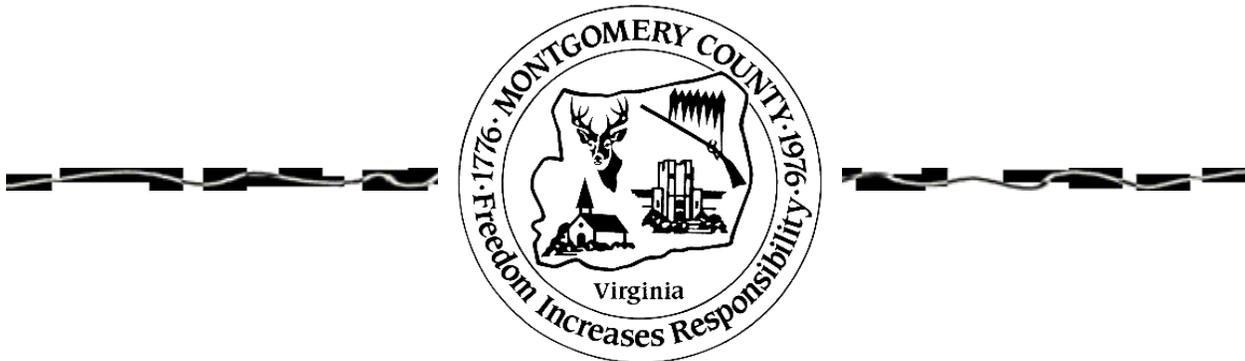
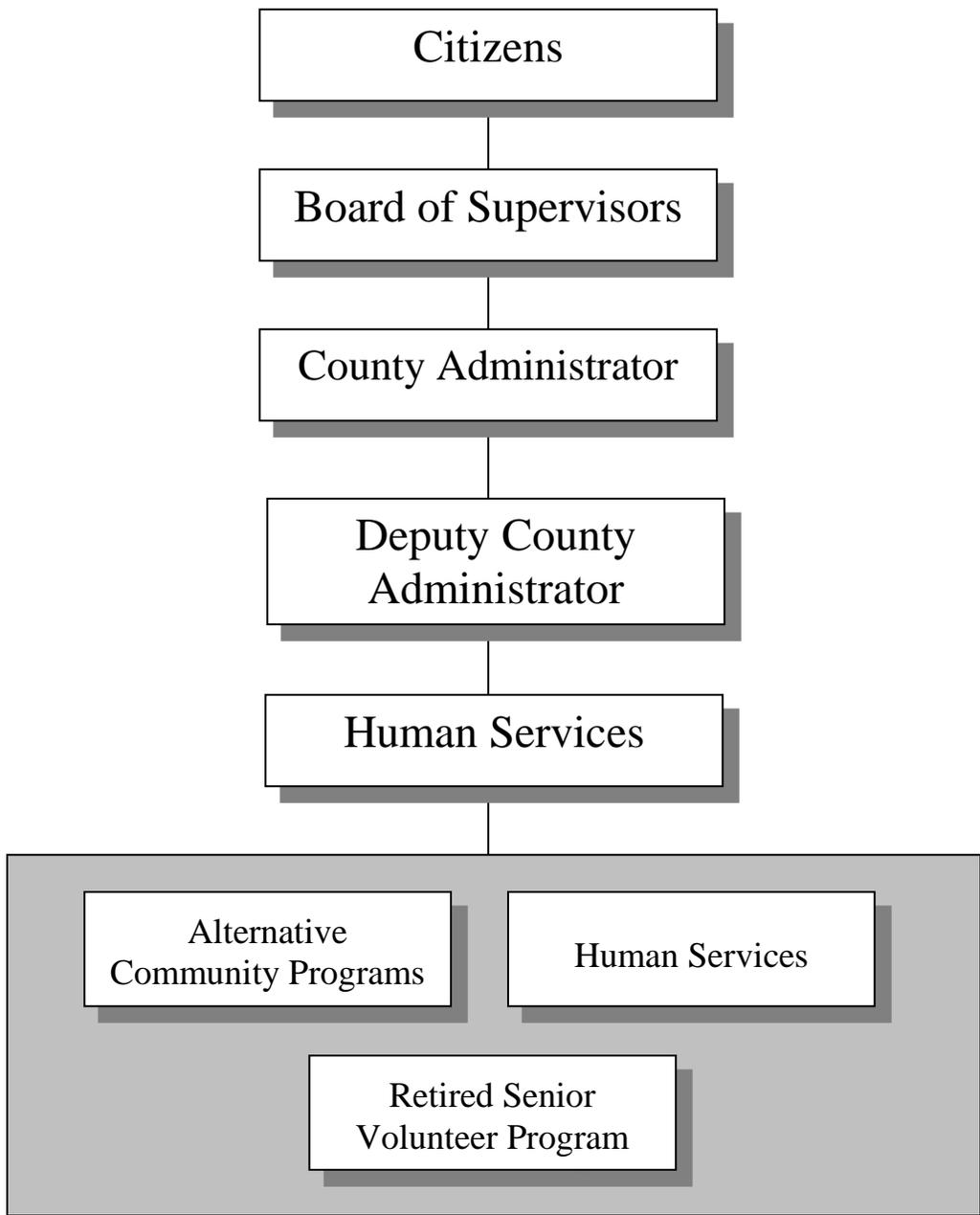
### **Comprehensive Services Act**

The Community Policy and Management Team (CPMT) is responsible for developing policies, managing funds allocated to the County, and authorize expenditures of these funds. The law requires that local agency heads or their designees form the Community Services Board. Social Services, Health Department, Juvenile Court Services Unit and the School Division serve on this board. In addition, the team is required to include a parent representative, a private provider, and a locality representative. Each CPMT must also establish and appoint at least one Family Assessment and Planning Team. The Family Assessment and Planning Team (FAPT) assess the needs of the cases referred to them and identify the services needed. The law requires that a representative from the Community Services Board, Social Services, Juvenile Court Services Unit, and the School Division serve on this team. A parent representative is also required.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Comprehensive Services Act	\$ 2,151,123	\$ 2,132,425	\$ 1,651,969	\$ 1,651,969	-		\$ 1,651,969	-

# HUMAN SERVICES

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# HUMAN SERVICES

## Budget Summary

	FY 12 <u>Revised</u>	FY 12 <u>Actual</u>	FY 13 <u>Approved</u>	FY 14 <u>Base</u>	+	FY 14 <u>Addenda</u>	=	FY 14 <u>Recommended</u>	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Alternative Community Programs	\$ 88,719	\$ 53,407	\$ 84,631	\$ 84,631		\$ -		\$ 84,631	\$ -
Human Services	\$ 140,843	\$ 124,863	\$ 145,372	\$ 145,548		\$ -		\$ 145,548	\$ 176
Retired Senior Volunteer Program	\$ 160,578	\$ 151,807	\$ 150,649	\$ 151,557		\$ -		\$ 151,557	\$ 908
<b>TOTAL EXPENDITURES</b>	<b>\$ 390,140</b>	<b>\$ 330,076</b>	<b>\$ 380,652</b>	<b>\$ 381,736</b>		<b>\$ -</b>		<b>\$ 381,736</b>	<b>\$ 1,084</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 334,717	\$ 303,596	\$ 338,577	\$ 339,661		\$ -		\$ 339,661	\$ 1,084
Operations & Maintenance	\$ 55,423	\$ 26,480	\$ 42,075	\$ 42,075		\$ -		\$ 42,075	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 390,140</b>	<b>\$ 330,076</b>	<b>\$ 380,652</b>	<b>\$ 381,736</b>		<b>\$ -</b>		<b>\$ 381,736</b>	<b>\$ 1,084</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local User Fees	\$ -	\$ 750	\$ -	\$ -		\$ -		\$ -	\$ -
Donations	\$ 8,362	\$ 9,665	\$ -	\$ -		\$ -		\$ -	\$ -
State CSA Administration	\$ 12,000	\$ 12,270	\$ 12,000	\$ 12,000		\$ -		\$ 12,000	\$ -
State VJCCA	\$ 53,228	\$ 53,228	\$ 53,686	\$ 53,682		\$ 2,296		\$ 55,978	\$ 2,292
Federal RSVP	\$ 48,543	\$ 42,475	\$ 48,543	\$ 48,543		\$ -		\$ 48,543	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 122,133</b>	<b>\$ 118,388</b>	<b>\$ 114,229</b>	<b>\$ 114,225</b>		<b>\$ 2,296</b>		<b>\$ 116,521</b>	<b>\$ 2,292</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 268,007</b>	<b>\$ 211,688</b>	<b>\$ 266,423</b>	<b>\$ 267,511</b>		<b>\$ (2,296)</b>		<b>\$ 265,215</b>	<b>\$ (1,208)</b>
<b>TOTAL REVENUES</b>	<b>\$ 390,140</b>	<b>\$ 330,076</b>	<b>\$ 380,652</b>	<b>\$ 381,736</b>		<b>\$ -</b>		<b>\$ 381,736</b>	<b>\$ 1,084</b>
Total Authorized Personnel (FTE)	4.5	4.5	4.5	4.5		0		4.5	

# HUMAN SERVICES

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## **Division Description**

The Human Services department keeps citizens, agencies, and County government informed about services and programs, both public and private, in the areas of human services delivery. We examine youth issues and foster positive youth development through coordination with community agencies. The Human Services Division administers the Retired and Senior Volunteer Program (RSVP) and Virginia Juvenile Community Crime Control Act (VJCCA) programs and monitors/evaluates expenditures and placements through the Comprehensive Services Act for at-risk youth and families.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- (\$4) is Reduced from the Human Services’ Virginia Juvenile Community Crime Control Act Grant (VJCCCA) – These funds account for the adjustment of revenues as reported by the state for the VJCCCA grant in the approved budget and reconciled by the County for FY 13 and FY 14. All state revenues are reconciled to the final approved budget that is provided by the state each year.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$2,296 is Added to the Human Services’ Virginia Juvenile Community Crime Control Act Grant (VJCCCA) – These funds account for the adjustment of revenues as proposed in the Governor’s FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut.

## HUMAN SERVICES

### Department Description and Financial Data

#### Alternative Community Programs

Programs in this department include juvenile community service, home confinement, and home electronic monitoring for court-involved youth.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Alternative Community Programs	\$ 88,719	\$ 53,407	\$ 84,631	\$ 84,631		-		\$ 84,631	\$ -

#### Human Services

The Human Services department keeps citizens, agencies, and County government informed about services and programs, both public and private, in the areas of human services delivery. We examine youth issues and foster positive youth development through coordination with community agencies. We administer the Virginia Juvenile Community Crime Control Act (VJCCA) programs and we monitor and evaluate expenditures and placements through the Comprehensive Services Act for at-risk youth and families.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Human Services	\$ 140,843	\$ 124,863	\$ 145,372	\$ 145,548		-		\$ 145,548	\$ 176
Authorized Personnel (FTEs)	2	2	2	2		0		2	

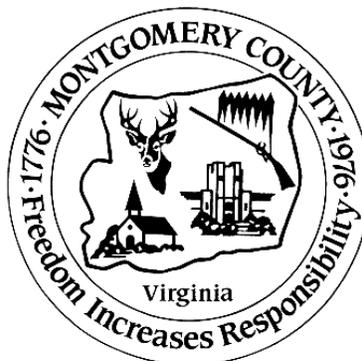
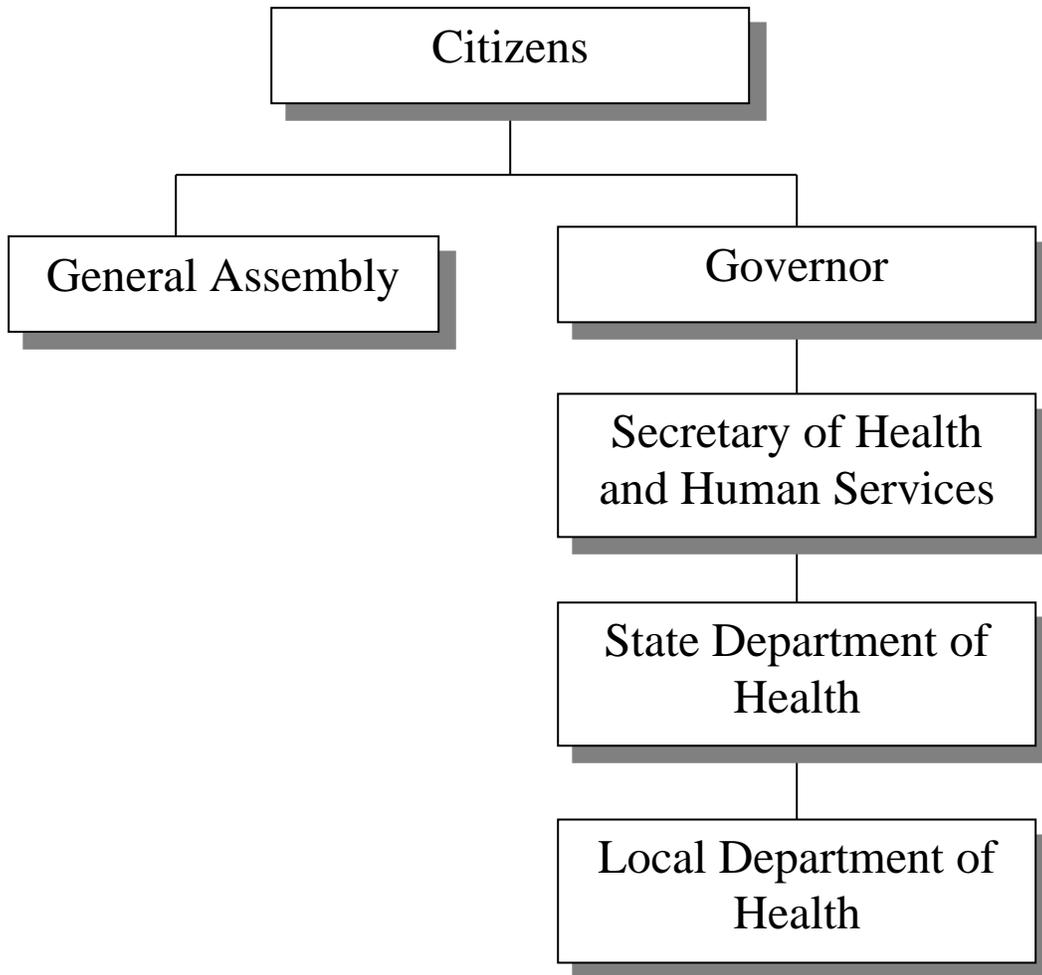
#### Retired Senior Volunteer Program

Retired and Senior Volunteer Program (RSVP) invites adults age 55 and over to use their life experience and skills to answer the call of their neighbors in need. RSVP acts as a clearinghouse to match volunteers' interests and skills with agencies and organizations that need assistance. RSVP provides a variety of opportunities for persons to participate more fully in the life of their community through significant volunteer service.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Retired Senior Volunteer Program	\$ 160,578	\$ 151,807	\$ 150,649	\$ 151,557		-		\$ 151,557	\$ 908
Authorized Personnel (FTEs)	2.5	2.5	2.5	2.5		0		2.5	

# PUBLIC HEALTH DEPARTMENT

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# PUBLIC HEALTH DEPARTMENT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Public Health	\$ 433,326	\$ 433,326	\$ 431,313	\$ 452,478		\$ 12,662		\$ 465,140	\$ 33,827
<b>TOTAL EXPENDITURES</b>	<b>\$ 433,326</b>	<b>\$ 433,326</b>	<b>\$ 431,313</b>	<b>\$ 452,478</b>		<b>\$ 12,662</b>		<b>\$ 465,140</b>	<b>\$ 33,827</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Direct Payment	\$ 433,326	\$ 433,326	\$ 431,313	\$ 452,478		\$ 12,662		\$ 465,140	\$ 33,827
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 433,326</b>	<b>\$ 433,326</b>	<b>\$ 431,313</b>	<b>\$ 452,478</b>		<b>\$ 12,662</b>		<b>\$ 465,140</b>	<b>\$ 33,827</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Revenue Refunds	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 433,326</b>	<b>\$ 433,326</b>	<b>\$ 431,313</b>	<b>\$ 452,478</b>		<b>\$ 12,662</b>		<b>\$ 465,140</b>	<b>\$ 33,827</b>
<b>TOTAL REVENUES</b>	<b>\$ 433,326</b>	<b>\$ 433,326</b>	<b>\$ 431,313</b>	<b>\$ 452,478</b>		<b>\$ 12,662</b>		<b>\$ 465,140</b>	<b>\$ 33,827</b>

# **PUBLIC HEALTH DEPARTMENT**

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## **Division Description**

The New River Health District is one of 35 health districts that comprise the Virginia Department of Health (VDH). The District consists of local health departments in the Counties of Floyd, Giles, Montgomery, and Pulaski and the City of Radford that work cooperatively with local governments to assure the provision of public health services. The vision of the New River Health District and the Montgomery County Health Department is that residents will be the healthiest people in the state and nation. The purpose of the local health department is to equip residents and communities to achieve and maintain optimum personal and community health by emphasizing health promotion, disease prevention, and environmental protection.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/departments. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- \$21,165 is Transferred from Special Contingencies to the Public Health Base Budget – In the FY 13 budget, a total of \$21,165 was held in the Special Contingencies Budget for local match requirements in anticipation of state funding. The Health Department did receive ongoing state funding to support the \$21,165 and these funds have been permanently transferred from Special Contingencies to cover local match requirement for FY 14. The Health Department is funded on a formula basis with costs shared between the state and the County. The County's Share is 38.3% and the State's share is 61.7%.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$12,662 is Added for Local Match Requirements of the Public Health Budget – The Health Department is funded on a formula basis with costs shared between the state and the County. The County's Share is 38.3% and the State's share is 61.7%. This increase is added based on actual funding in FY 13 and based on anticipated state funding for FY 14.

# PUBLIC HEALTH DEPARTMENT

## Department Description and Financial Data

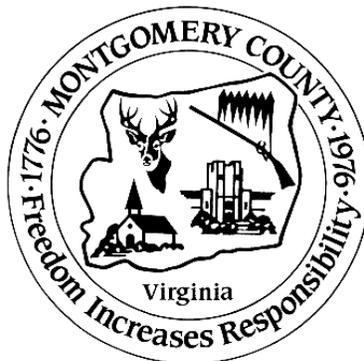
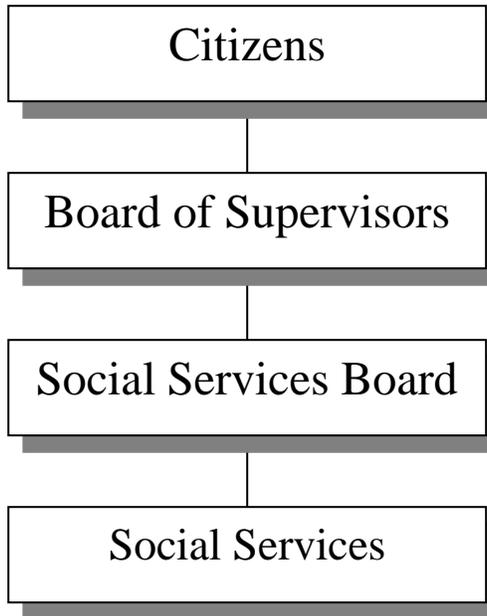
### **Public Health Department**

This department provides public health services, environmental health services, and medical services for County residents. The local health department offers services to prevent and control the spread of contagious diseases, including child and adult immunizations against vaccine-preventable illnesses. In the area of environmental health, the department provides site evaluation and permits for on-site sewage disposal (septic systems) and wells. The inspection of restaurants, schools, day care centers, camps, and festival events to ensure food safety is also conducted, as well as, inspections of marina and migrant labor camps, and public swimming facilities. Through local health department clinics, schools, homes, and at other sites within the community, the department provides an array of services, including well baby care, maternity care and family planning.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Public Health	\$ 433,326	\$ 433,326	\$ 431,313	\$ 452,478	\$	12,662	\$	465,140	\$ 33,827

# SOCIAL SERVICES

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## SOCIAL SERVICES

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Social Services	\$ 5,816,781	\$ 5,741,889	\$ 6,381,999	\$ 5,604,139	\$ -	\$ 5,604,139	\$ (777,860)
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,816,781</b>	<b>\$ 5,741,889</b>	<b>\$ 6,381,999</b>	<b>\$ 5,604,139</b>	<b>\$ -</b>	<b>\$ 5,604,139</b>	<b>\$ (777,860)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Personal Services	\$ 3,357,119	\$ 3,305,305	\$ 3,398,033	\$ 3,361,201	\$ -	\$ 3,361,201	\$ (36,832)
Operations & Maintenance	\$ 294,027	\$ 285,498	\$ 332,240	\$ 332,240	\$ -	\$ 332,240	\$ -
Public Assistance	\$ 2,165,635	\$ 2,147,279	\$ 2,651,726	\$ 1,910,698	\$ -	\$ 1,910,698	\$ (741,028)
Capital Outlay	\$ -	\$ 3,806	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,816,781</b>	<b>\$ 5,741,889</b>	<b>\$ 6,381,999</b>	<b>\$ 5,604,139</b>	<b>\$ -</b>	<b>\$ 5,604,139</b>	<b>\$ (777,860)</b>
<b>REVENUE BY CLASSIFICATION</b>							
State/Federal Assistance	\$ 4,576,732	\$ 4,633,503	\$ 5,007,624	\$ 4,322,676	\$ -	\$ 4,322,676	\$ (684,948)
Federal Pass Through	\$ 291,231	\$ 253,556	\$ 296,851	\$ 331,249	\$ -	\$ 331,249	\$ 34,398
Local Recovered Costs	\$ 70,000	\$ 172,762	\$ 70,000	\$ 70,000	\$ -	\$ 70,000	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 4,937,963</b>	<b>\$ 5,059,821</b>	<b>\$ 5,374,475</b>	<b>\$ 4,723,925</b>	<b>\$ -</b>	<b>\$ 4,723,925</b>	<b>\$ (650,550)</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 878,818</b>	<b>\$ 682,067</b>	<b>\$ 1,007,524</b>	<b>\$ 880,214</b>	<b>\$ -</b>	<b>\$ 880,214</b>	<b>\$ (127,310)</b>
<b>TOTAL REVENUES</b>	<b>\$ 5,816,781</b>	<b>\$ 5,741,889</b>	<b>\$ 6,381,999</b>	<b>\$ 5,604,139</b>	<b>\$ -</b>	<b>\$ 5,604,139</b>	<b>\$ (777,860)</b>
Total Authorized Personnel (FTE)	64	64	64	63	0	63	

# SOCIAL SERVICES

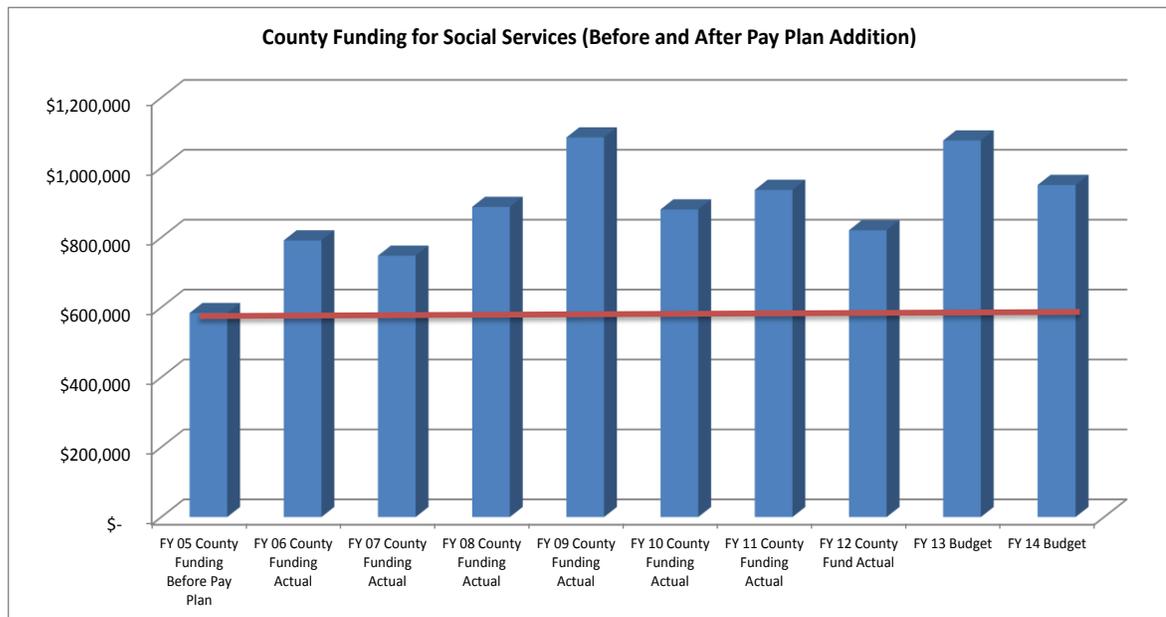
## Division Description

The Social Services Division promotes the stability and self-sufficiency of community families through employment services, services to prevent family breakdown, and protection of children and older/disabled adults. The specific service areas are Adult and Adult Protective Services, Adoption, Foster Care, Child Care, Child Protection, and Employment Services. The Assistance Division promotes the stability and self-sufficiency of community families through Temporary Assistance to Needy Families, Food Stamps, Medicaid, Fuel Assistance, Crisis Fuel Assistance, and General Relief. Both the Services and Financial Assistance Divisions work closely with other community agencies to promote the stability and self-sufficiency of community families through referrals to services not available in this agency and through promoting the creation of services not currently available in the community. The agency works to avoid duplication of services provided by other agencies and to respond to needs not currently addressed in the community.

## Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Revenue and Expenditure Reconciliation Adjustments – The base budget revenue and expenditures accounts have been adjusted based on the reconciliation of state and federal funding for FY 13. Each year, following the confirmation of funding available from sources other than County dollars, the base budget for the Department of Social Services is adjusted within the fiscal year, and this adjustment becomes the base budget for the next fiscal year. The FY 13 reconciled County Budget for this Division totaled \$5,647,184, \$4,653,925 in state and federal dollars and \$993,259 in County dollars. Based on the reconciliation for FY 13, a total of **(\$650,550)** is reduced from the base revenue budget for FY 13 and **(\$741,028)** is reduced from base expenditures.



## **SOCIAL SERVICES**

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- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

## SOCIAL SERVICES

### Department Description and Financial Data

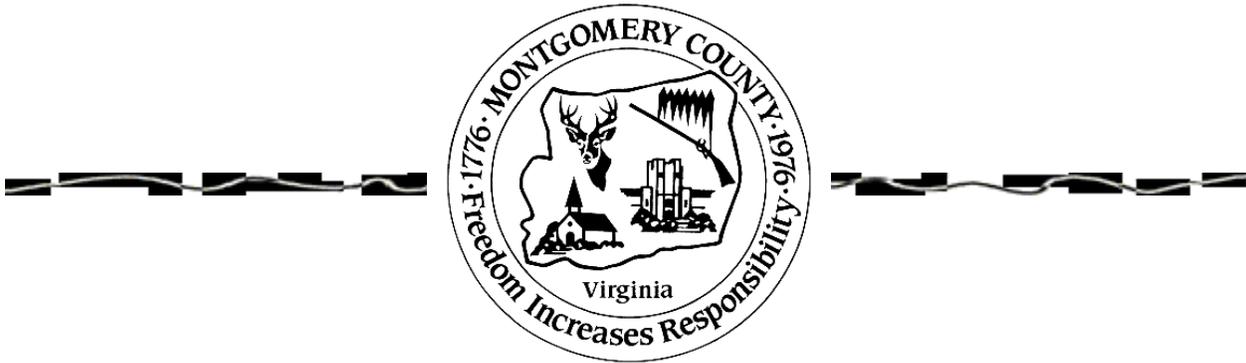
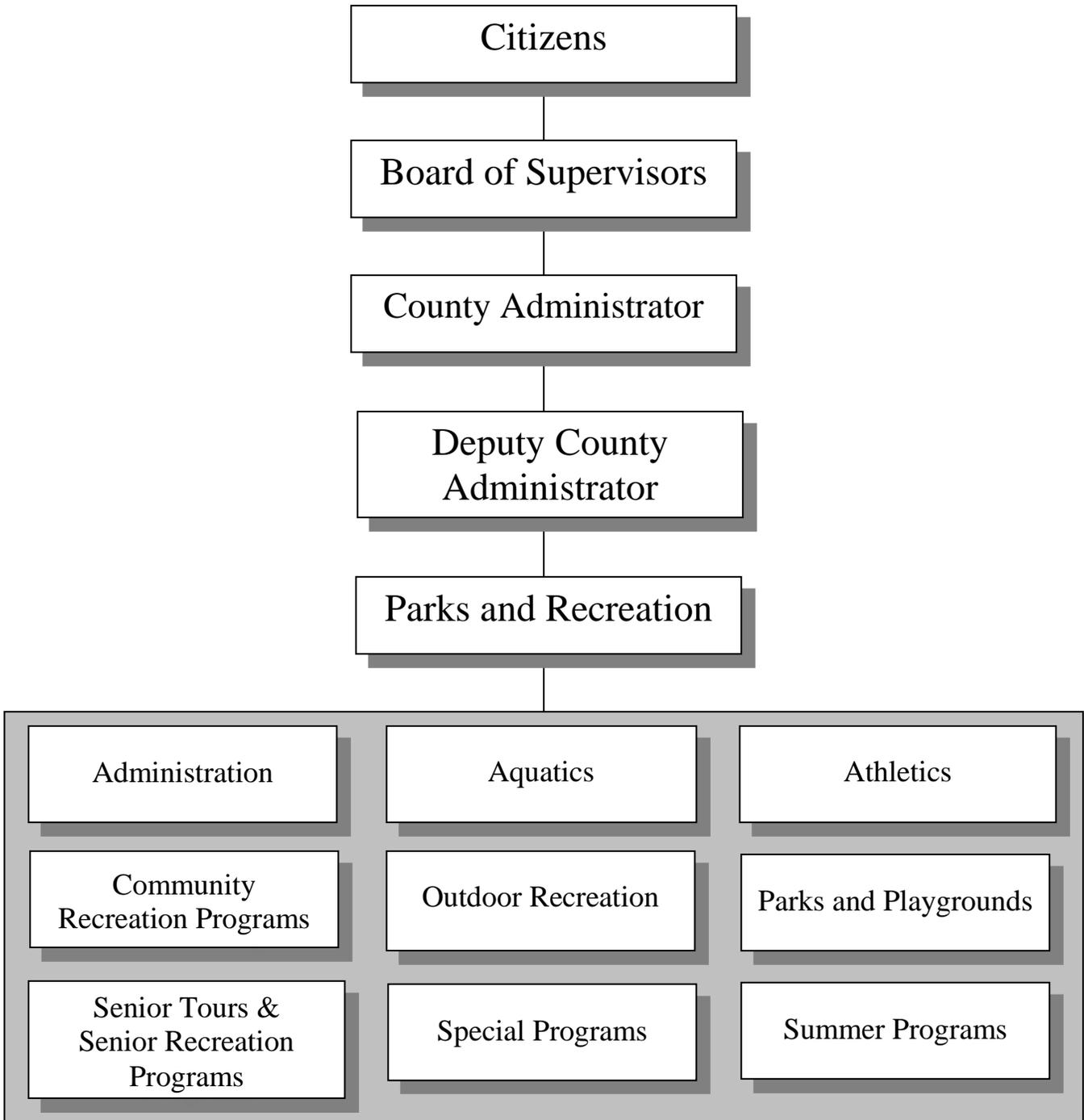
#### Social Services

The Department of Social Services assists families and individuals in becoming socially and economically self-sufficient and independent. In cases where client or community limitations preclude independence, the department focuses, in the least intrusive manner, on services that families and individuals cannot better provide for themselves.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Social Services	\$ 5,816,781	\$ 5,741,889	\$ 6,381,999	\$ 5,604,139		\$ -		\$ 5,604,139	\$ (777,860)
Authorized Personnel (FTEs)	64	64	64	63		0		63	

# PARKS AND RECREATION

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# PARKS AND RECREATION

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Administration	\$ 518,863	\$ 510,488	\$ 522,832	\$ 584,182		\$ -		\$ 584,182	\$ 61,350
Aquatics	\$ 107,158	\$ 92,829	\$ 65,935	\$ 77,660		\$ -		\$ 77,660	\$ 11,725
Athletics	\$ 121,034	\$ 121,034	\$ 125,214	\$ 159,214		\$ -		\$ 159,214	\$ 34,000
Community Recreation Programs	\$ 17,703	\$ 15,940	\$ 21,256	\$ 21,256		\$ -		\$ 21,256	\$ -
Outdoor Recreation	\$ 21,400	\$ 18,715	\$ 21,808	\$ 21,808		\$ -		\$ 21,808	\$ -
Parks and Playgrounds	\$ 58,915	\$ 56,646	\$ 13,350	\$ 26,350		\$ -		\$ 26,350	\$ 13,000
Senior Tours	\$ 14,209	\$ 14,208	\$ 13,226	\$ 13,226		\$ -		\$ 13,226	\$ -
Senior Recreation Program	\$ 3,480	\$ 3,174	\$ 2,815	\$ 3,815		\$ -		\$ 3,815	\$ 1,000
Special Programs	\$ 11,116	\$ 6,128	\$ 5,975	\$ 19,975		\$ -		\$ 19,975	\$ 14,000
Summer Programs	\$ 14,664	\$ 13,436	\$ 14,246	\$ 14,246		\$ -		\$ 14,246	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 888,542</b>	<b>\$ 852,597</b>	<b>\$ 806,657</b>	<b>\$ 941,732</b>		<b>\$ -</b>		<b>\$ 941,732</b>	<b>\$ 135,075</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 573,794	\$ 543,892	\$ 564,071	\$ 622,146		\$ -		\$ 622,146	\$ 58,075
Operations & Maintenance	\$ 227,520	\$ 220,421	\$ 227,317	\$ 272,317		\$ -		\$ 272,317	\$ 45,000
Capital Outlay	\$ 87,228	\$ 88,285	\$ 15,269	\$ 47,269		\$ -		\$ 47,269	\$ 32,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 888,542</b>	<b>\$ 852,597</b>	<b>\$ 806,657</b>	<b>\$ 941,732</b>		<b>\$ -</b>		<b>\$ 941,732</b>	<b>\$ 135,075</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Property Rental	\$ 1,500	\$ 1,850	\$ 1,500	\$ 1,500		\$ -		\$ 1,500	\$ -
Local Adult Rec. Fees	\$ 9,000	\$ 4,352	\$ 9,000	\$ 9,000		\$ -		\$ 9,000	\$ -
Local Athletics Fees	\$ 38,000	\$ 33,938	\$ 38,000	\$ 38,000		\$ -		\$ 38,000	\$ -
Local Comm. Rec. Fees	\$ 5,500	\$ 8,583	\$ 5,500	\$ 5,500		\$ -		\$ 5,500	\$ -
Local Senior Tour Fees	\$ 13,000	\$ 18,190	\$ 13,000	\$ 13,000		\$ -		\$ 13,000	\$ -
Local Senior Rec. Fees	\$ 500	\$ 198	\$ 500	\$ 500		\$ -		\$ 500	\$ -
Local Outdoor Rec. Fees	\$ 12,000	\$ 17,216	\$ 12,000	\$ 12,000		\$ -		\$ 12,000	\$ -
Local Special Event Fees	\$ 1,000	\$ 287	\$ 1,000	\$ 1,000		\$ -		\$ 1,000	\$ -
Local Summer Rec. Fees	\$ 12,000	\$ 13,325	\$ 12,000	\$ 12,000		\$ -		\$ 12,000	\$ -
Local Pool Fees	\$ 71,600	\$ 80,709	\$ 71,600	\$ 71,600		\$ -		\$ 71,600	\$ -
Local Recovered Costs	\$ -	\$ 98	\$ -	\$ -		\$ -		\$ -	\$ -
Local Fundraising	\$ -	\$ 533	\$ -	\$ -		\$ -		\$ -	\$ -
Scholarship Revenue	\$ -	\$ 3,946	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 164,100</b>	<b>\$ 183,225</b>	<b>\$ 164,100</b>	<b>\$ 164,100</b>		<b>\$ -</b>		<b>\$ 164,100</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 724,442</b>	<b>\$ 669,372</b>	<b>\$ 642,557</b>	<b>\$ 777,632</b>		<b>\$ -</b>		<b>\$ 777,632</b>	<b>\$ 135,075</b>
<b>TOTAL REVENUES</b>	<b>\$ 888,542</b>	<b>\$ 852,597</b>	<b>\$ 806,657</b>	<b>\$ 941,732</b>		<b>\$ -</b>		<b>\$ 941,732</b>	<b>\$ 135,075</b>
Total Authorized Personnel (FTE)	7	7	7	8		0		8	

# PARKS AND RECREATION

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## Division Description

The Parks and Recreation Division is responsible for offering recreational opportunities for the citizens of Montgomery County. The Division's mission is to provide quality, customer valued recreation programs and facilities that engage participants and add value to the quality of life of the citizens of Montgomery County. The Division offers programming and facilities in the following recreation service areas: Aquatics; Athletics and Team Sports; Youth, Adult and Senior Wellness and Education; Outdoor Recreation; Tours; Special Events; and Summer Programs.

## Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- \$147,867 in Base Funding is Transferred from Special Contingencies for Parks and Recreation Activities – In the FY 13 budget, \$147,867 was held in the Special Contingencies budget to support additional activities in the Parks and Recreation division. The actual distribution of these funds took place during the fiscal year after the budget was approved. These funds were used to support:

One Full-Time Parks Maintenance Position	\$ 43,000
One Half-Time Parks Maintenance Position	\$ 16,000
Additional Part-Time Wages for Lifeguards at the Frog Pond	<u>\$ 11,867</u>
<b>Total Personal Services</b>	<b>\$ 70,867</b>
Athletics and Parks and Site Improvements	\$ 32,000
Fuel & Vehicle Maintenance	\$ 15,000
Meadowbrook Senior and Community Programs Support	\$ 15,000
Helmet Replacements	<u>\$ 15,000</u>
<b>Total O&amp;M</b>	<b>\$ 77,000</b>
<b>Grand Total</b>	<b>\$147,867</b>

## Addenda and Reduction Discussion

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# PARKS AND RECREATION

## Department Description and Financial Data

### Administration

The role of administration is overseeing the operation of all recreational programs and parks facilities. Responsibilities also include the division's budget management, marketing, facility design, and planning for future recreational needs.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Administration	\$ 518,863	\$ 510,488	\$ 522,832	\$ 584,182		\$ -		\$ 584,182	\$ 61,350
Authorized Personnel (FTEs)	7	7	7	8		0		8	

### Aquatics

The Frog Pond offers a broad range of programs and swimming lessons. There are swim lessons offered for infants and toddlers, which are for parents as well as children. The lessons are designed to help parents obtain the tools required to work with their children to teach them the foundation of swimming. Levels 1, 2 and 3 are gradual progressions of the swimming strokes and the fundamentals. The stroke and turn clinic teaches the fine-tuning of all strokes and turns with a competitive edge for those who think they want to join a competitive swim team. The focus of our aquatics department follows the direction of the department by providing quality instruction to leisure and educational swimming programs. The goal of the Aquatics Supervisor is to provide safe learning and fun for all in a swimming environment. Through marketing and pride in instruction of our programs and a safe and fun swimming environment provided by the Aquatic Supervisor, the aquatics program can only grow.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Aquatics	\$ 107,158	\$ 92,829	\$ 65,935	\$ 77,660		\$ -		\$ 77,660	\$ 11,725
Authorized Personnel (FTEs)	0	0	0	0		0		0	

### Athletics

The athletics department offers youth athletics focusing on pre-K, elementary and middle school age children and the approach that recreational sport should place more emphasis on educational and social benefits rather than competition. Athletic programming places a strong focus on good sportsmanship - not only from participants, but from parents and spectators as well. Each program is built around teaching the fundamentals of each respective game. Ultimately, it is our goal to ensure that every participant receives an enjoyable and lasting recreation experience in a safe and positive environment.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Athletics	\$ 121,034	\$ 121,034	\$ 125,214	\$ 159,214		\$ -		\$ 159,214	\$ 34,000

# PARKS AND RECREATION

## Community Recreation Programs

Community recreation programs offer a diverse schedule of education/recreation-based activities for youth. Activities include martial arts, cooking, drawing, painting and holiday-themed classes.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Community Recreation Programs	\$ 17,703	\$ 15,940	\$ 21,256	\$ 21,256		-	\$ 21,256	\$ -

## Outdoor Recreation

The outdoor recreation programs provide diverse programming based on adventure, conservation, environmental education and experiential education for a wide selection of the population with a focus on high adventure sports. Montgomery County was one of the first municipal parks and recreation departments that offered outdoor recreation programs for its citizens in southwest Virginia, and continues to be a driving force in the municipal parks and recreation outdoor industry.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Outdoor Recreation	\$ 21,400	\$ 18,715	\$ 21,808	\$ 21,808		-	\$ 21,808	\$ -

## Parks and Playgrounds

Montgomery County has seven park offerings throughout the county. Each park is unique in its own way, ranging from small pocket parks to linear biking and hiking trails to its largest 110 acre Mid-County Park. Swimming, picnicking, hiking, canoeing, kayaking, athletic ball fields, playgrounds, walking tracks, and natural areas are all amenities that can be found throughout Montgomery County's park system. Private pool and shelter rentals are available and offer enjoyment for the whole family.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	= <u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>								
Parks and Playgrounds	\$ 58,915	\$ 56,646	\$ 13,350	\$ 26,350		-	\$ 26,350	\$ 13,000

## PARKS AND RECREATION

### Senior Tours

Travel to exciting new places off the beaten path! These tours and excursions have been designed and selected specifically for active travelers 50 and over who like to explore regional interests and attractions and share their curiosity about the area while discovering the area's well kept secrets and making new friends. The one day excursions are sightseeing at its best! Excursions are planned to nearby cities, visiting museums, sporting events, festivals, professional theater and dining destinations.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Senior Tours	\$ 14,209	\$ 14,208	\$ 13,226	\$ 13,226	-	\$ 13,226	-

### Senior Recreation Programs

Montgomery County offers adults 50+ a wealth of programs and activities to encourage enrichment of their lives through activity and knowledge. Educational and wellness programs promote physical and mental health; well-being focusing on preventive senior health issues; health screenings/clinics; and issues facing the active older adult. Monthly luncheons provide an opportunity to meet socially and enjoy activities. Some of the programs seniors are involved in are the Mountain Trekkers Hiking Club and the New River Valley Senior Olympic-Games.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Senior Recreation Program	\$ 3,480	\$ 3,174	\$ 2,815	\$ 3,815	-	\$ 3,815	\$ 1,000

### Special Programs

The purpose of special programs is to provide the community of Montgomery County with quality programs that they can not only enjoy and have fun with, but can also learn and grow in the community. Our programs provide a broad range of special events that can span from strictly youth to fun for the whole family. These programs can range from Haunted Trails on Halloween to fun and creative Christmas themed programs. We are also involved in special summer time events like our new Rock the Pond series and our Pool Party for Pooches program that benefits the Montgomery County Humane Society. Our programs are not only to provide fun and entertainment for our community, but to also get our citizens involved in the bettering of our community.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
Special Programs	\$ 11,116	\$ 6,128	\$ 5,975	\$ 19,975	-	\$ 19,975	\$ 14,000

## PARKS AND RECREATION

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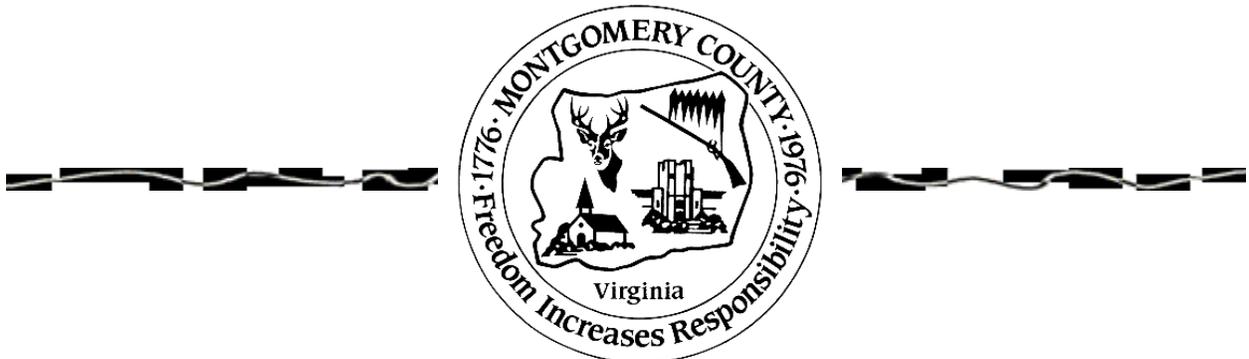
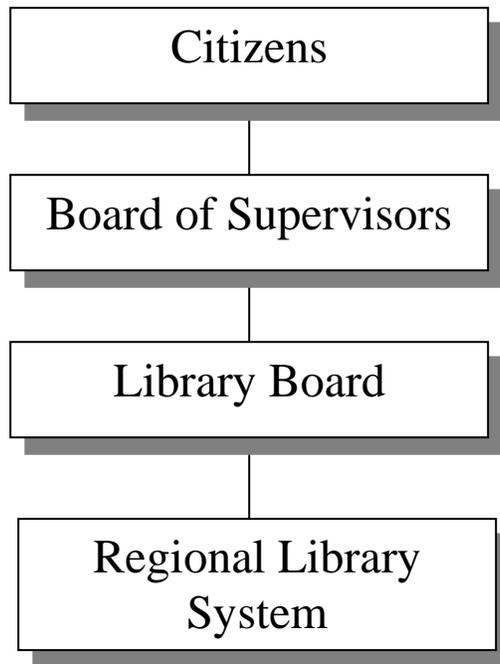
### Summer Programs

Summer Programs provide a broad range of services to our community members. One of our largest programs is Frog Hoppers Camp. This camp provides a safe and fun environment for children that will ensure growth and education about the outdoors, swimming, and crafts. This camp is for children entering 1<sup>st</sup> grade to students leaving the 5<sup>th</sup> grade. In this camp children will receive free swim lessons that are supervised by a water safety instructor. Fun and education craft materials will be provided. They will participate in nature hikes, fun games, and field trips that will get the children active and ensure a fun and education experience for all involved. The goal of our summer programs is to teach children that it is fun to get up and get out and go play!

<b>EXPENDITURES BY DEPARTMENT</b>	<b>FY 12 Revised</b>	<b>FY 12 Actual</b>	<b>FY 13 Approved</b>	<b>FY 14 Base</b>	<b>FY 14 Addenda</b>	<b>FY 14 Recommended</b>	<b>Change App 13/ Rec. 14</b>
Summer Programs	\$ 14,664	\$ 13,436	\$ 14,246	\$ 14,246	+ \$ -	\$ 14,246	\$ -

# REGIONAL LIBRARY SYSTEM

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# REGIONAL LIBRARY SYSTEM

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Regional Library System	\$ 1,873,034	\$ 1,795,901	\$ 1,746,346	\$ 1,768,589		\$ 14,573		\$ 1,783,162	\$ 36,816
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,873,034</b>	<b>\$ 1,795,901</b>	<b>\$ 1,746,346</b>	<b>\$ 1,768,589</b>		<b>\$ 14,573</b>		<b>\$ 1,783,162</b>	<b>\$ 36,816</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 1,357,236	\$ 1,330,413	\$ 1,386,951	\$ 1,409,194		\$ -		\$ 1,409,194	\$ 22,243
Operations & Maintenance	\$ 445,344	\$ 406,391	\$ 359,095	\$ 359,395		\$ 14,573		\$ 373,968	\$ 14,873
Capital Outlay	\$ 70,454	\$ 59,097	\$ 300	\$ -		\$ -		\$ -	\$ (300)
Lump Sum Reduction	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,873,034</b>	<b>\$ 1,795,901</b>	<b>\$ 1,746,346</b>	<b>\$ 1,768,589</b>		<b>\$ 14,573</b>		<b>\$ 1,783,162</b>	<b>\$ 36,816</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Photo Copy Sales	\$ 15,000	\$ 20,983	\$ 17,400	\$ 17,400		\$ 2,600		\$ 20,000	\$ 2,600
Local Library Fines	\$ 71,400	\$ 66,541	\$ 69,000	\$ 69,000		\$ (1,500)		\$ 67,500	\$ (1,500)
Local Library Fees	\$ -	\$ 7,119	\$ 2,634	\$ 2,634		\$ (1,038)		\$ 1,596	\$ (1,038)
Floyd Contribution	\$ 64,166	\$ 64,166	\$ 64,166	\$ 64,166		\$ -		\$ 64,166	\$ -
Blacksburg Contribution	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000		\$ -		\$ 12,000	\$ -
Christiansburg Contribution	\$ 8,000	\$ 15,000	\$ 8,000	\$ 8,000		\$ 2,000		\$ 10,000	\$ 2,000
Local Donations	\$ 30,299	\$ 38,611	\$ -	\$ -		\$ -		\$ -	\$ -
Local Recovered Costs	\$ 17,546	\$ 22,545	\$ -	\$ -		\$ -		\$ -	\$ -
State Aid	\$ 185,602	\$ 186,973	\$ 185,602	\$ 187,664		\$ 5,866		\$ 193,530	\$ 7,928
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 404,013</b>	<b>\$ 433,938</b>	<b>\$ 358,802</b>	<b>\$ 360,864</b>		<b>\$ 7,928</b>		<b>\$ 368,792</b>	<b>\$ 9,990</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 1,469,021</b>	<b>\$ 1,361,963</b>	<b>\$ 1,387,544</b>	<b>\$ 1,407,725</b>		<b>\$ 6,645</b>		<b>\$ 1,414,370</b>	<b>\$ 26,826</b>
<b>TOTAL REVENUES</b>	<b>\$ 1,873,034</b>	<b>\$ 1,795,901</b>	<b>\$ 1,746,346</b>	<b>\$ 1,768,589</b>		<b>\$ 14,573</b>		<b>\$ 1,783,162</b>	<b>\$ 36,816</b>
Total Authorized Personnel (FTE)	20.5	20.5	20.5	20		0		20	

## **REGIONAL LIBRARY SYSTEM**

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### **Division Description**

The Montgomery-Floyd Regional Library System has branch libraries in Blacksburg, Christiansburg, Shawsville and Floyd and offers information and reading materials in a variety of formats, including downloadable audio books and eBooks. Wireless access is available in each library, as well as public computers providing access to the Internet, databases and a selection of office and entertainment software. The Christiansburg and Floyd libraries maintain special sections for genealogy and local history. Staff members are trained to help citizens use the library and find information. Library services include assistance with job searching and resume building, computer classes to build computer skills, summer reading programs for all ages, special events, programs, book discussion groups, and story times. Public meeting rooms in each library branch, and conference rooms in Meadowbrook and Floyd, are available to individuals and groups to use on a first come, first served basis.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.
- Base Revenue Adjustments – A total of \$2,062 is added from the Library’s base revenue budget. These funds account for the adjustment of revenues as reported by the state in the approved budget for the State Library Grant and reconciled by the County for FY 13 and FY 14.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$5,866 is Added to the Library’s Revenue State Library Grant Budget – These funds account for the adjustment of revenues as proposed in the Governor’s FY 14 budget. The increase in funding is due to the elimination of the \$45 million state aid to localities flexible cut.
- \$2,062 is Added to the Library’s Fee Revenue – These funds account for the adjustment of revenues based on estimated fee collections for FY 14.
- \$14,573 is Added to Increase the Technology Infrastructure at the Library – These funds are added to increase the Library’s bandwidth from 15M to 25M to better handle the library’s current traffic, move

## **REGIONAL LIBRARY SYSTEM**

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the Library to an exchange service to provide remote and mobile access to library materials, and to consolidate telephone lines to better improve customer service.

## REGIONAL LIBRARY SYSTEM

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### Department Description and Financial Data

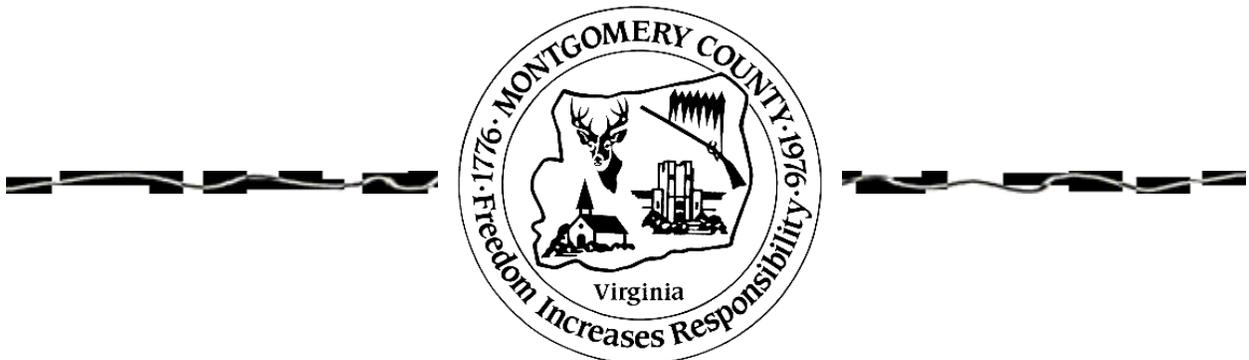
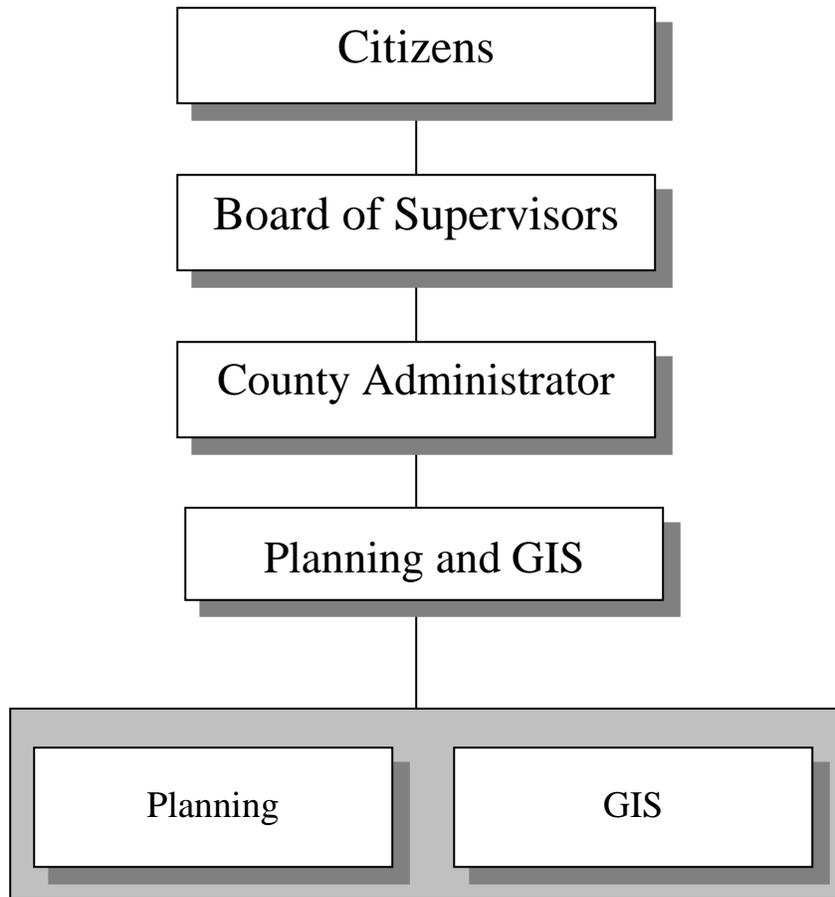
#### **Regional Library System**

Regional staff maintains the computers and equipment, plans services for children and programs for adults, and orders, processes and catalogs library materials. Administration is responsible for managing the library system, establishing policies, maintaining accounting records, preparing reports, purchasing supplies and processing invoices for payment.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Regional Library System	\$ 1,873,034	\$ 1,795,901	\$ 1,746,346	\$ 1,768,589		\$ 14,573		\$ 1,783,162	\$ 36,816
Authorized Personnel (FTEs)	20.5	20.5	20.5	20		0.00		20	

# PLANNING AND GIS SERVICES

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# PLANNING AND GIS SERVICES

## Budget Summary

	FY 12 <u>Revised</u>	FY 12 <u>Actual</u>	FY 13 <u>Approved</u>	FY 14 <u>Base</u>	+	FY 14 <u>Addenda</u>	=	FY 14 <u>Recommended</u>	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Planning	\$ 496,829	\$ 343,736	\$ 370,452	\$ 371,133		\$ -		\$ 371,133	\$ 681
GIS	\$ 242,811	\$ 204,493	\$ 238,921	\$ 241,186		\$ -		\$ 241,186	\$ 2,265
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 739,640</u></b>	<b><u>\$ 548,230</u></b>	<b><u>\$ 609,373</u></b>	<b><u>\$ 612,319</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 612,319</u></b>	<b><u>\$ 2,946</u></b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 499,830	\$ 489,906	\$ 512,083	\$ 515,029		\$ -		\$ 515,029	\$ 2,946
Operations & Maintenance	\$ 239,810	\$ 58,323	\$ 97,290	\$ 97,290		\$ -		\$ 97,290	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 739,640</u></b>	<b><u>\$ 548,230</u></b>	<b><u>\$ 609,373</u></b>	<b><u>\$ 612,319</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 612,319</u></b>	<b><u>\$ 2,946</u></b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Rezoning/Subdivision Permits	\$ 23,036	\$ 15,580	\$ 10,827	\$ 10,827		\$ -		\$ 10,827	\$ -
Local Site Plan Review	\$ 1,000	\$ -	\$ 1,000	\$ 1,000		\$ -		\$ 1,000	\$ -
Local Map/Ordinance Sales	\$ 1,800	\$ -	\$ 1,800	\$ 1,800		\$ -		\$ 1,800	\$ -
Local GIS Sales	\$ 1,000	\$ 656	\$ 1,000	\$ 1,000		\$ -		\$ 1,000	\$ -
Local Technology Fees	\$ 22,000	\$ 19,730	\$ 22,000	\$ 22,000		\$ -		\$ 22,000	\$ -
Local Recovered Costs	\$ -	\$ 100	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b><u>\$ 48,836</u></b>	<b><u>\$ 36,066</u></b>	<b><u>\$ 36,627</u></b>	<b><u>\$ 36,627</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 36,627</u></b>	<b><u>\$ -</u></b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b><u>\$ 690,804</u></b>	<b><u>\$ 512,164</u></b>	<b><u>\$ 572,746</u></b>	<b><u>\$ 575,692</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 575,692</u></b>	<b><u>\$ 2,946</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 739,640</u></b>	<b><u>\$ 548,230</u></b>	<b><u>\$ 609,373</u></b>	<b><u>\$ 612,319</u></b>		<b><u>\$ -</u></b>		<b><u>\$ 612,319</u></b>	<b><u>\$ 2,946</u></b>
Total Authorized Personnel (FTE)	6	6	6	6		0		6	

## **PLANNING AND GIS SERVICES**

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### **Division Description**

The Division of Planning and GIS Services is responsible for the development and execution of County comprehensive planning activities, the implementation of County land development ordinances, the development and implementation of County Geographic Information System (GIS) (co-partner with General Services), Land Development Office (LDO), analysis of land use issues and spatial data in support of better County decision making, and providing staff support to the Board of Supervisors, Planning Commission, Board of Zoning Appeals, and related committees.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

## PLANNING AND GIS SERVICES

### Department Description and Financial Data

#### Planning

The Planning Department is responsible for the development and implementation of the County's Comprehensive Plan and related village plans; the administration of the County's zoning and subdivision ordinances; the preparation of long and short range planning information and studies for County officials and residents; grant preparation for hazard mitigation, enhancement, community development block grant and other programs as assigned by the County Administrator; the implementation of an ongoing planning education and information program; and support for other departments in the areas of planning, land use development and zoning. The department also provides staff support for the Planning Commission, Board of Zoning Appeals, Agricultural & Forrestral District Advisory Committee and the Greenways & Pathways Corridor Committee.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Planning	\$ 496,829	\$ 343,736	\$ 370,452	\$ 371,133		\$ -		\$ 371,133	\$ 681
Authorized Personnel (FTEs)	4	4	4	4		0		4	

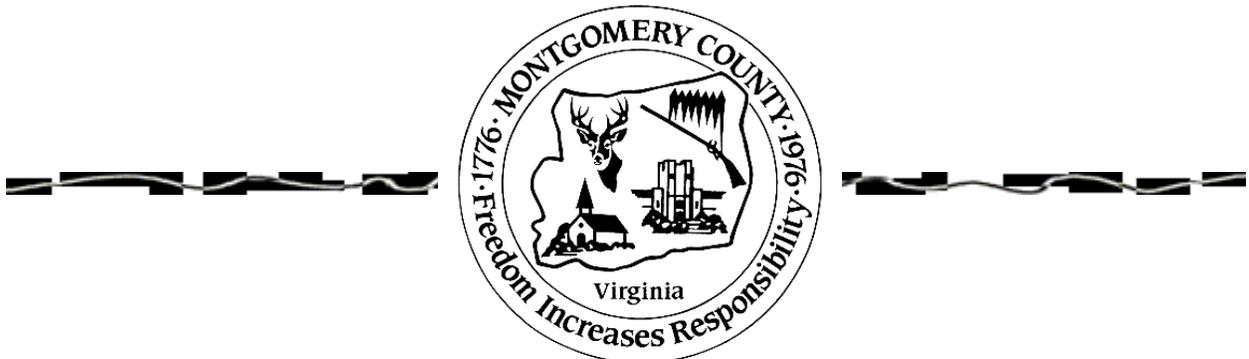
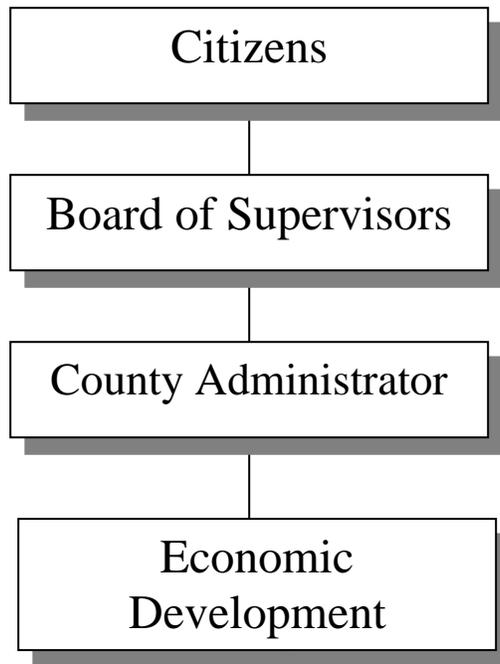
#### GIS

The GIS Services department's mission is to plan, create, organize, implement, and administer the County's Geographic Information Systems (GIS), ortho and oblique aerial imagery and LiDAR data warehouse, Land Development Office (LDO), and the E911 street name and number ordinance. The overall goal is to coordinate, facilitate, and manage the use of GIS and LDO at departmental, office, enterprise, and multi-jurisdictional scale. Direct activities include GIS/LDO strategic enterprise planning; enterprise GIS/LDO management; creation, development, and maintenance of enterprise spatial data; E-911 site address and street name maintenance; spatial data analysis and modeling; end-user GIS & LDO application training; custodian for VGIN and County generated aerial ortho and oblique imagery; LiDAR topography, and the development and maintenance of internal and external iGIS web-enabled applications.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
GIS	\$ 242,811	\$ 204,493	\$ 238,921	\$ 241,186		\$ -		\$ 241,186	\$ 2,265
Authorized Personnel (FTEs)	2	2	2	2		0		2	

# ECONOMIC DEVELOPMENT

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# ECONOMIC DEVELOPMENT

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Economic Development	\$ 697,718	\$ 681,424	\$ 332,302	\$ 336,560		\$ 17,000		\$ 353,560	\$ 21,258
<b>TOTAL EXPENDITURES</b>	<b>\$ 697,718</b>	<b>\$ 681,424</b>	<b>\$ 332,302</b>	<b>\$ 336,560</b>		<b>\$ 17,000</b>		<b>\$ 353,560</b>	<b>\$ 21,258</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ 264,069	\$ 258,222	\$ 267,817	\$ 272,075		\$ 17,000		\$ 289,075	\$ 21,258
Operations & Maintenance	\$ 91,182	\$ 80,875	\$ 64,485	\$ 64,485		\$ -		\$ 64,485	\$ -
Direct Payments	\$ 333,590	\$ 333,590	\$ -	\$ -		\$ -		\$ -	\$ -
Capital Outlay	\$ 8,877	\$ 8,736	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 697,718</b>	<b>\$ 681,424</b>	<b>\$ 332,302</b>	<b>\$ 336,560</b>		<b>\$ 17,000</b>		<b>\$ 353,560</b>	<b>\$ 21,258</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ 662,366	\$ -	\$ -		\$ -		\$ -	\$ -
Governor's Opportunity Fund	\$ 300,000	\$ 300,000	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 300,000</b>	<b>\$ 962,366</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 397,718</b>	<b>\$ (280,942)</b>	<b>\$ 332,302</b>	<b>\$ 336,560</b>		<b>\$ 17,000</b>		<b>\$ 353,560</b>	<b>\$ 21,258</b>
<b>TOTAL REVENUES</b>	<b>\$ 697,718</b>	<b>\$ 681,424</b>	<b>\$ 332,302</b>	<b>\$ 336,560</b>		<b>\$ 17,000</b>		<b>\$ 353,560</b>	<b>\$ 21,258</b>
Total Authorized Personnel (FTE)	4	4	3	3		0		3	

# **ECONOMIC DEVELOPMENT**

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## **Division Description**

The Economic Development Division serves as the primary marketing resource for the County and two towns to generate taxable capital investment and meaningful job creation. The Board of Supervisors has adopted a long-range Economic Development Strategic Plan to guide and focus resources. The plan outlines five major program goals: recruitment of new industry, retention and expansion of existing business and industry, market research, workforce development and product (sites and buildings) development. The division works closely with the Economic Development Authority, Economic Development Commission, and the MBC Development Corporation serving both as staff and partners in attracting new investment to the County, as well as supporting the success of existing businesses. The Division also partners with the towns of Blacksburg and Christiansburg to develop appropriate business inside the towns.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- Base Salary and Fringe Benefit Adjustments – There are no changes to the County’s fringe benefit rates included. Additional funds are held Special Contingencies to address an increase in the health insurance rate. As additional information becomes available during the budget process, this amount will be updated.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$17,000 is Added for a Half-Time Administrative Position – These funds are added to provide Economic Development with a non-classified half-time administrative position to assist the department in daily workload demands.

# ECONOMIC DEVELOPMENT

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## Department Description and Financial Data

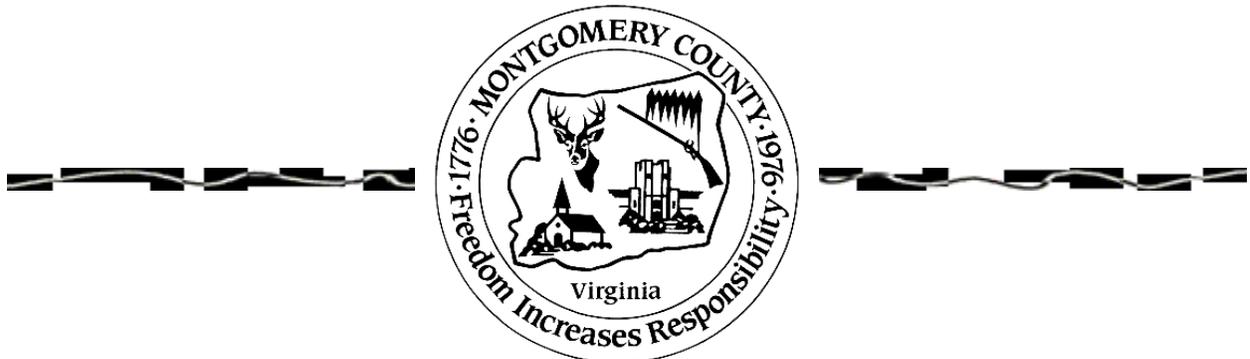
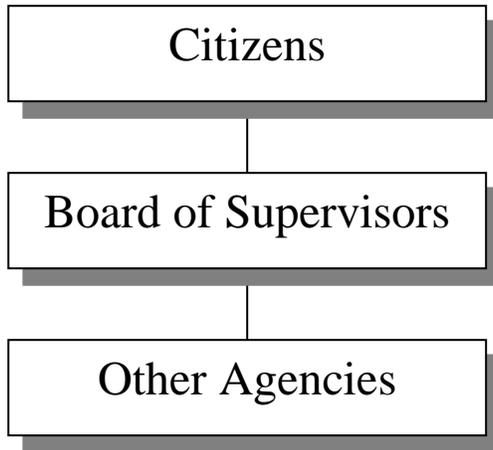
### **Economic Development**

The Economic Development staff is primarily focused on carrying out the Board's Strategic Plan objectives, with particular emphasis on retention of technology based existing business assistance and recruitment of target industry.

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Economic Development	\$ 697,718	\$ 681,424	\$ 332,302	\$ 336,560		\$ 17,000		\$ 353,560	\$ 21,258
Authorized Personnel (FTEs)	4	4	3	3		0		3	

## OTHER AGENCIES

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## OTHER AGENCIES

### Budget Summary

	FY 12 <u>Revised</u>	FY 12 <u>Actual</u>	FY 13 <u>Approved</u>	FY 14 <u>Base</u>	+	FY 14 <u>Addenda</u>	=	FY 14 <u>Recommended</u>	Change App 13/ Rec. 14
<b>EXPENDITURES BY AGENCIES</b>									
Human Service Agencies	\$ 800,806	\$ 792,876	\$ 787,445	\$ 786,645		\$ (21,592)		\$ 765,053	\$ (22,392)
Public Safety Agencies	\$ 96,790	\$ 93,835	\$ 121,790	\$ 121,790		\$ 76,525		\$ 198,315	\$ 76,525
Educational/Cultural Agencies	\$ 64,724	\$ 56,610	\$ 56,666	\$ 56,666		\$ 579		\$ 57,245	\$ 579
Environmental Agencies	\$ 105,115	\$ 99,557	\$ 109,643	\$ 127,478		\$ -		\$ 127,478	\$ 17,835
Economic Development Agencies	\$ 221,387	\$ 220,780	\$ 221,387	\$ 221,387		\$ (3,100)		\$ 218,287	\$ (3,100)
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 1,288,822</u></b>	<b><u>\$ 1,263,658</u></b>	<b><u>\$ 1,296,931</u></b>	<b><u>\$ 1,313,966</u></b>		<b><u>\$ 52,412</u></b>		<b><u>\$ 1,366,378</u></b>	<b><u>\$ 69,447</u></b>
<b>REVENUE BY CLASSIFICATION</b>									
Recovered Costs	\$ 31,464	\$ 31,464	\$ -	\$ -		\$ -		\$ -	\$ -
State Extension Office Reimbursement	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b><u>\$ 31,464</u></b>	<b><u>\$ 31,464</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>		<b><u>\$ -</u></b>		<b><u>\$ -</u></b>	<b><u>\$ -</u></b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b><u>\$ 1,257,358</u></b>	<b><u>\$ 1,232,194</u></b>	<b><u>\$ 1,296,931</u></b>	<b><u>\$ 1,313,966</u></b>		<b><u>\$ 52,412</u></b>		<b><u>\$ 1,366,378</u></b>	<b><u>\$ 69,447</u></b>
<b>TOTAL REVENUES</b>	<b><u>\$ 1,288,822</u></b>	<b><u>\$ 1,263,658</u></b>	<b><u>\$ 1,296,931</u></b>	<b><u>\$ 1,313,966</u></b>		<b><u>\$ 52,412</u></b>		<b><u>\$ 1,366,378</u></b>	<b><u>\$ 69,447</u></b>

## OTHER AGENCIES

### Division Description

The Division consists of all outside agencies that are funded by County General Fund dollars. Agencies that receive funding are divided among five categories: Human Service Agencies, Public Safety Agencies, Education/Cultural Agencies, Environmental Agencies, and Economic Development Agencies.

### Budget Discussion

#### PAYMENTS TO HUMAN SERVICE AGENCIES

- \$354,098 is included for the New River Valley Detention Home, a decrease of (\$16,109) – The NRVDH’s request for FY 14 is \$354,098 which includes \$339,306 for operations based on the County’s usage of the facility and \$14,793 which is level capital funding based on the County’s ownership of the facility. The agency received a total of \$370,207 in the FY 13 budget. In the FY 10 request, the formula for determining operating contributions was changed to allocate costs among participant jurisdictions on the basis of days used, averaged over a 3 year period. Under the revised formula, Montgomery County’s billed usage for the facility for FY 14 is \$339,306 or 56.21% of the total operating funding. In addition, the Commission is requesting funds to cover the capital costs of facility repairs and equipment replacements. The facility is over 30 years old and requires upgrades and equipment for licensure compliance. Owner jurisdictions are asked to contribute capital funding based on their percentage of ownership in the facility. Undesignated surplus funds at year end will also be placed in the capital fund with a goal of accumulating monies over the next five years to cover the required facility upgrades. A total of \$25,000 is requested from all jurisdictions for FY14. Since Montgomery County’s share of ownership is 59.17%, \$14,793 is requested.

Locality	% Usage	FY 14 Operating Funding	% Ownership	FY 14 Cap. Funding	Total Joint Funding	% of Joint Funding
Giles	17.29%	\$104,380	11.81%	\$2,953	\$107,333	17.07%
Montgomery	56.21%	\$339,306	59.17%	\$14,793	\$354,098	56.33%
Pulaski	22.87%	\$138,060	20.84%	\$5,210	\$143,270	22.79%
Radford	3.62%	\$21,850	8.18%	\$2,045	\$23,895	3.80%
Total	100.00%	\$603,597	100.00%	\$25,000	\$628,597	100.00%

- \$30,994 is included for the NRV Free Clinic, which is level funding – The agency received \$30,994 in the FY 13 budget and the clinic requested level funding for this fiscal year. The clinic provides medical and dental care as well as pharmaceuticals to uninsured citizens of the New River Valley who live below the Federal Poverty Guidelines. Historical funding and the percentage of clients served by locality are presented in the chart on the following page. The County also provides the building at 215 Roanoke Street which was renovated for the clinic. Assuming the Free Clinic had to rent space equivalent to the building provided by the County, the rental costs would likely exceed \$64,352 (8,044 square feet X \$8.00).

## OTHER AGENCIES

NRV Free Clinic												
	FY 2012				FY 2013				FY 2014			
	Clients Served	Clients as % of Total	Actual Funding	Funding as % of Total	Clients Served	Clients as % of Total	Actual Funding	Funding as % of Total	Clients Served	Clients as % of Total	Rec. Funding	Funding as % of Total
Montgomery County	1815	64%	\$ 30,994	69%	1869	64%	\$ 30,994	69%	1925	64%	\$ 30,994	69%
Pulaski County	**	**	**	**	**	**	**	**	**	**	**	**
Floyd County	143	5%	\$ -	0%	147	5%	\$ -	0%	150	5%	\$ -	0%
Giles County	560	20%	\$ 8,000	18%	578	20%	\$ 8,000	18%	595	20%	\$ 8,000	18%
Radford City	301	11%	\$ 5,853	13%	310	11%	\$ 5,853	13%	319	11%	\$ 5,853	13%
<b>Total</b>	<b>2819</b>	<b>100%</b>	<b>\$ 44,847</b>	<b>100%</b>	<b>2904</b>	<b>100%</b>	<b>\$ 44,847</b>	<b>100%</b>	<b>2989</b>	<b>100%</b>	<b>\$ 44,847</b>	<b>100%</b>
	* Actual				*Projected				*Projected			

- \$50,625 is included for the New River Community Action and \$30,471 is included for Montgomery County Emergency Assistance Program, which is level funding – The New River Community Action (NRCA) agency requested level funding for FY 14. The agency serves low-income residents of Montgomery, Pulaski, Floyd, and Giles Counties and the City of Radford. The agency’s goal is eliminating poverty. The County funds also support a Community Service Worker position in NRCA that administers the Montgomery County Emergency Assistance Program (MCEAP). MCEAP partners with NRCA to provide emergency assistance to County residents only. In FY 13 MCEAP received \$30,471. MCEAP requests and the County is providing \$30,471 for FY 14, which is level funding.

New River Community Action: Locality Funding & Clients Served												
	FY 2012				FY 2013				FY 2014			
	Clients Served	Clients as % of Total	Funding	Funding as % of Total	Clients Served	Clients as % of Total	Funding	Funding as % of Total	Clients Served	Clients as % of Total	Funding	Funding as % of Total
Montgomery County	3906	32%	\$ 50,625	32%	3906	32%	\$ 50,625	32%	3906	32%	\$ 50,625	32%
Pulaski County	3875	32%	\$ 52,757	34%	3875	32%	\$ 52,757	34%	3875	32%	\$ 52,757	34%
Floyd County	1279	11%	\$ 25,223	16%	1279	11%	\$ 25,223	16%	1279	11%	\$ 25,223	16%
Giles County	1763	15%	\$ 13,680	9%	1763	15%	\$ 13,680	9%	1763	15%	\$ 13,680	9%
Radford City	1304	11%	\$ 13,642	9%	1304	11%	\$ 13,642	9%	1304	11%	\$ 13,642	9%
<b>Total</b>	<b>12127</b>	<b>100%</b>	<b>\$ 155,927</b>	<b>100%</b>	<b>12127</b>	<b>100%</b>	<b>\$ 155,927</b>	<b>100%</b>	<b>12127</b>	<b>100%</b>	<b>\$ 155,927</b>	<b>100%</b>

- \$37,381 is included for the Women’s Resource Center, which is level funding – The agency received \$37,381 in the FY 13 budget, and requested level funding for FY 14. Historical funding and the percentage of clients served by locality are presented below. The Women’s Resource Center provides services to adult and child citizens who have experienced domestic and/or sexual violence. The agency provides emergency advocacy, a live crisis hotline, an emergency and transitional shelter, emergency food and supplies, crisis counseling, legal advocacy and other services.

Women's Resource Center												
	FY 2012				FY 2013				FY 2014			
	Clients Served	Clients as % of Total	Funding	Funding as % of Total	Clients Served	Clients as % of Total	Funding	Funding as % of Total	Clients Served	Clients as % of Total	Funding	Funding as % of Total
Montgomery County	12893	43%	\$ 37,381	45%	13500	45%	\$ 37,381	45%	14175	45%	\$ 37,381	45%
Pulaski County	6246	21%	\$ 22,000	27%	8100	27%	\$ 22,000	27%	8505	27%	\$ 22,000	27%
Floyd County	2083	7%	\$ 4,487	5%	1500	5%	\$ 4,487	5%	1575	5%	\$ 4,487	5%
Giles County	3848	13%	\$ 5,358	6%	1800	6%	\$ 5,358	6%	1890	6%	\$ 5,358	6%
Radford City	4749	16%	\$ 13,708	17%	5100	17%	\$ 13,708	17%	5355	17%	\$ 13,708	17%
<b>Total</b>	<b>29819</b>	<b>100%</b>	<b>\$ 82,934</b>	<b>100%</b>	<b>30000</b>	<b>100%</b>	<b>\$ 82,934</b>	<b>100%</b>	<b>31500</b>	<b>100%</b>	<b>\$ 82,934</b>	<b>100%</b>

- \$5,051 is included for the New River Family Shelter, which is level funding – The agency requested \$5,051 in the FY 14 budget, which represents level funding. The Shelter is able to provide shelter services, through its facilities or in hotel rooms, to 30% of those seeking shelter. Others seeking shelter can receive either out-of-town shelter services or bus tickets to other lodging arrangements.

## OTHER AGENCIES

Last year approximately 80% of clients residing in established shelter space moved into permanent housing upon leaving the shelter. The Shelter has the potential to serve all localities in the New River Valley. Other New River Valley localities have not historically been asked to fund the shelter due to the negligible number of clients outside of Montgomery County.

- \$6,170 is included for the NRV Literacy Volunteers, which is level funding – The agency requested \$6,170 in the FY 14 budget, which represents level funding. The LVA-NRV’s request will be used to support payroll expenses for the Program Manager, Basic Literacy Coordinator and the ESOL Coordinator. Historical funding and the percentage of clients served by locality are presented below.

<b>NRV Literacy Volunteers</b>					
<u>Locality</u>	<u>FY 12</u>	<u>FY 13</u>	<u>% of Total</u>	<u>FY 14</u>	<u>% of Total</u>
Montgomery	\$6,170	\$6,170	49.28%	\$6,170	49.28%
Pulaski	\$2,500	\$2,000	15.97%	\$2,000	15.97%
Floyd	\$900	\$900	7.19%	\$900	7.19%
Giles	\$445	\$450	3.59%	\$450	3.59%
Radford	\$500	\$500	3.99%	\$500	3.99%
Town of Blacksburg	\$2,500	\$2,500	19.97%	\$2,500	19.97%
Town of Christiansburg	\$0	\$0	0.00%	\$0	0.00%
<b>Total</b>	<b>\$13,015</b>	<b>\$12,520</b>	<b>100%</b>	<b>\$12,520</b>	<b>100%</b>
				*Projected	

<b>NRV Literacy Volunteers - Clients Served</b>				
<u>Locality</u>	<u>FY 12</u>	<u>%</u>	<u>FY 14</u>	<u>%</u>
Montgomery	34	57.63%	50	71.43%
Pulaski	13	22.03%	13	18.57%
Floyd	10	16.95%	5	7.14%
Giles	1	1.69%	1	1.43%
Radford	1	1.69%	1	1.43%
	59	100.00%	70	100.00%
	*Actuals		*Projected	

- \$143,569 is included for the New River Valley Community Services Board, which is level funding – The agency requested \$143,569 in the FY 14 budget, which represents level funding. The tables outline the clients served by jurisdiction and the funding by locality since FY 12. Projections for clients that will be served in FY 14 total 43.4% and if requested funding levels are provided by all localities in the New River area, total funding for Montgomery County for FY 14 will remain at 40.6%.

<b>Community Services Board- Local Funding</b>					
<u>Locality</u>	<u>FY12</u>	<u>FY13</u>	<u>% of Total</u>	<u>FY14</u>	<u>% of Total</u>
Montgomery	143,569	143,569	40.6%	143,569	40.6%
Pulaski	87,853	87,853	24.8%	87,853	24.8%
Floyd	32,324	32,324	9.1%	32,324	9.1%
Giles	51,450	51,450	14.5%	51,450	14.5%
Radford	38,503	38,503	10.9%	38,503	10.9%
<b>Total</b>	<b>353,699</b>	<b>353,699</b>	<b>100.00%</b>	<b>353,699</b>	<b>100.00%</b>

<b>Community Services Board- Clients Served</b>					
<u>Locality</u>	<u>FY 12</u>	<u>FY 13</u>	<u>% of Total</u>	<u>FY 14</u>	<u>% of Total</u>
Montgomery	3,353	3,380	43.2%	3,453	43.4%
Pulaski	2,291	2,325	29.7%	2,329	29.3%
Floyd	562	569	7.3%	579	7.3%
Giles	810	840	10.7%	875	11.0%
Radford	705	715	9.1%	726	9.1%
<b>Total</b>	<b>7,721</b>	<b>7,829</b>	<b>100.00%</b>	<b>7,962</b>	<b>100.00%</b>

- \$16,652 is included for the Agency on Aging for agency programs and \$14,000 is included for one weekly congregate meal, which is level funding – The agency requested \$17,485, which is an

## OTHER AGENCIES

increase of \$833 for agency programs and \$14,000 is to continue an additional congregate meal per week for residents of Montgomery County. In FY 04, the Board of Supervisors agreed to provide 100% of local funds to cover one meal weekly, which would ensure Montgomery County residents would receive three congregate meals per week. The agency requests a total of \$31,485 in order to increase base funding for basic operations from \$16,652 to \$17,485, a 5% increase. Historical funding and the percentage of clients served by locality are presented below.

New River Valley Agency on Aging - Locality Funding					
Locality	FY12	FY 13	%of total	FY 14	% of total
Montgomery	16,652	16,652	34.23%	16,652	34.23%
Pulaski	15,758	15,758	32.39%	15,758	32.39%
Floyd	5,220	5,220	10.73%	5,220	10.73%
Giles	7,324	7,324	15.06%	7,324	15.06%
Radford	3,731	3,694	7.59%	3,694	7.59%
Total	48,685	48,648	100.00%	48,648	100.00%

New River Valley Agency on Aging - Clients Served						
Locality	FY 12	%	FY 13	%	FY 14	%
Montgomery	1,530	19.72%	1,535	19.70%	1,540	19.71%
Pulaski	2,393	30.85%	2,400	30.81%	2,405	30.77%
Floyd	1,241	16.00%	1,250	16.05%	1,255	16.06%
Giles	1,463	18.86%	1,470	18.87%	1,475	18.87%
Radford	1,130	14.57%	1,135	14.57%	1,140	14.59%
	7,757	100.00%	7,790	100.00%	7,815	100.00%
	*Actuals		*Projected		*Projected	

- \$10,988 is included for the New River Valley Senior Services, Inc., which is an increase of \$1,803 – The agency requested \$14,551, which represents an increase of \$5,366. The agency received \$9,185 in FY 13. The agency provides transportation services for non-emergencies for sensory and physically disabled persons. With an increase of \$1,803, the County will provide 40% of the funding, with 40% of the clients served coming from Montgomery County. Historical funding and the percentage of clients served by locality are presented below.

Locality Funding	FY 12	%	FY 13	%	FY 14	%
Montgomery	9,185	37%	9,185	36%	10,988	40%
Pulaski	10,598	42%	10,598	41%	10,598	38%
Giles	1,275	5%	1,275	5%	1,275	5%
Floyd	1,346	5%	1,346	5%	1,346	5%
City of Radford	2,720	11%	3,464	13%	3,464	13%
	<b>25,124</b>	<b>100%</b>	<b>25,868</b>	<b>100%</b>	<b>27,671</b>	<b>100%</b>

Clients Served	FY 12	FY 13	FY 14	%
Montgomery	87	191	191	40%
Pulaski	75	180	180	37%
Giles	51	51	51	11%
Floyd	33	33	33	7%
City of Radford	26	26	26	5%
<b>Total Locality</b>	<b>272</b>	<b>481</b>	<b>481</b>	<b>100%</b>

- \$10,000 is included for the Boys and Girls Club, which is level funding – The agency requested \$10,000 in the FY 14 budget. This after school program focuses on five core areas for participating

## OTHER AGENCIES

students at the Christiansburg and Shawsville Middle Schools on a weekly basis which include: character and leadership; education and career development; health and life skills; the arts; and sports, fitness, and recreation. Funding will be equally split between Christiansburg and Shawsville Middle Schools.

- \$800 is included for Brain Injury Services of SW Virginia – The agency requested \$2,500 for FY 14. Brain Injury Services of Southwest Virginia provides case management services for citizens that have suffered brain injuries.
- \$3,000 is included for NRV CARES, which is an increase of \$87 – The agency received \$2,913 in the FY 13 budget and requested \$3,000 for FY 14. NRV CARES is a nonprofit organization dedicated to protecting children and strengthening families through education, advocacy and community partnerships. All programs are aimed at preventing or interrupting the cycle of child abuse. Services are provided for residents in the counties of Montgomery, Pulaski, Floyd, Giles, and the City of Radford. Historical funding and the percentage of clients served by locality are presented below.

<b>NRV Cares Locality Funding</b>					
<b>Locality</b>	<b>FY 12</b>	<b>FY 13</b>	<b>% of Total</b>	<b>FY 14</b>	<b>% of Total</b>
Montgomery	\$ 2,913	\$ 2,913	34.02%	\$ 3,000	34.68%
Pulaski	\$ 4,600	\$ 4,600	53.72%	\$ 4,600	53.18%
Giles	\$ -	\$ -	0.00%	\$ -	0.00%
Floyd	\$ -	\$ -	0.00%	\$ -	0.00%
Radford	\$ 1,050	\$ 1,050	12.26%	\$ 1,050	12.14%
<b>Total</b>	<b>\$ 8,563</b>	<b>\$ 8,563</b>	<b>100.00%</b>	<b>\$ 8,650</b>	<b>100.00%</b>

<b>NRV Cares Clients Served</b>				
<b>Locality</b>	<b>FY 12</b>	<b>FY 13</b>	<b>FY 14</b>	<b>% of Total</b>
Montgomery	3706	3305	3315	72.97%
Pulaski	753	325	325	7.15%
Giles	59	95	100	2.20%
Floyd	5	49	352	7.75%
Radford	124	151	451	9.93%
<b>Total</b>	<b>4647</b>	<b>3925</b>	<b>4543</b>	<b>100.00%</b>

- \$42,283 is included for the Fairview District Home, which represents an increase of \$798 – The agency requested \$42,283 for FY 14. The Fairview District Home is a 64-bed assisted living facility which provides room and board, medication administration, personal care, shopping, daily living skills, community socialization, and financial management for its residents. Locality funding provided to the home is for general operations and capital maintenance of the facility. Historical funding and the percentage of clients served by locality are presented in the charts on the next page.

## OTHER AGENCIES

### Fairview District Home

Clients Served	FY 12	%	FY 13	%	FY 14	%
Montgomery	9	17.31%	10	17.86%	12	18.46%
Pulaski	18	34.62%	20	35.71%	26	40.00%
Giles	3	5.77%	4	7.14%	5	7.69%
Radford	22	42.31%	22	39.29%	22	33.85%
Total	52	100.00%	56	100.00%	65	100.00%

Locality Funding	FY 12	%	FY 13	%	FY 14	%
Montgomery	38,749	21.36%	41,485	21.23%	42,283	21.15%
Pulaski	87,293	48.12%	83,350	42.64%	85,365	42.69%
Giles	14,279	7.87%	17,859	9.14%	18,084	9.04%
Radford	41,072	22.64%	52,758	26.99%	54,220	27.12%
Total	181,393	100.00%	195,452	100.00%	199,952	100.00%

	FY 14 Operating	FY 14 Capital	FY 14 Total
Locality Funding			
Montgomery	27,393	14,890	42,283
Pulaski	69,185	16,180	85,365
Giles	7,725	10,359	18,084
Radford	50,197	4,023	54,220
Total	154,500	45,452	199,952

- \$8,971 is included for the New River Valley Workshop (Goodwill Industries), which is a decrease of (\$8,971) – The agency requested \$8,971 for FY 14, which is a decrease of \$8,971. The Workshop provides jobs for mentally handicapped citizens of the New River Valley. In FY 13, the allocation of \$17,942 funded two Montgomery County citizens at the workshop. For FY 14, funds totaling \$8,971 are requested to maintain services for one of these two clients. The other client will no longer require services; therefore, funding of \$8,971 has been removed.

### PAYMENTS TO PUBLIC SAFETY AGENCIES

- \$11,379 is included for State Fire Prevention, which is level funding – The agency received \$11,379 in the FY 13 budget; therefore, this amount represents level funding. Based on the invoice from the State Forester for FY 13, the amount needed to cover the fee is \$11,379.
- \$13,111 is included for the Emergency Medical Services Council, which is level funding – The agency received \$13,111 in the FY 13 budget; therefore, this amount represents level funding. Funding requests are determined using a per-capita formula based on the census. The formula was first implemented in FY 01 and calls for annual contributions of \$2,500 plus \$.15 per County resident.
- \$15,700 is included for the Montgomery County Public Service Authority, which is level funding – These funds are to be used to cover the PSA’s cost of maintaining fire hydrants in the County.

## OTHER AGENCIES

- \$1,600 is included for the Medical Examiner, which is level funding – The agency received \$1,600 in the FY 13 budget; therefore, this amount represents level funding. According to §32.1-283 of the *Code of Virginia*, the medical examiner is paid \$20 per case. This recommendation provides the fee for 80 cases. Through January 2013, \$320 has been expended, representing 16 cases.
- \$156,525 is included for the New River Valley Emergency Communications Regional Authority, an increase of \$76,525 – The agency received \$80,000 in the FY 13 budget. The Authority is being established to improve communications systems used by law enforcement and emergency personnel in the region. Future plans include housing the consolidated communications center and a central Emergency Operations Center in Montgomery County’s new public safety facility. The County, the Towns, and Virginia Tech previously each provided \$80,000 toward the project. The increased funding will cover the County’s share of three positions that are planned to be filled in FY 14 as the Authority moves toward becoming operational in late 2014.

## PAYMENTS TO EDUCATIONAL/CULTURAL AGENCIES

- \$37,245 is included for New River Community College, an increase of \$579 – The agency requested \$37,245 in the FY 14 budget. The agency received \$36,666 in the FY 13 budget. The County’s funding as well as funding from other local contributing localities is based on a weighted average, local participation formula adopted when the college was established. The formula is a function of three components including: population, true property value, and student enrollment with the greatest weight attributed to student enrollment. The following table illustrates the fund allocation from Montgomery County and surrounding areas. Funds are used for site development costs for capital projects which are not funded by the state. Earmarking these monies for the local share of capital projects will preclude the College from asking localities for additional funds to cover site development costs.

Locality	Population	%	Prop. Values	%	S.E.	%	Funding	%
Montgomery	85,305	51.39%	\$ 7,367,196,657	51.49%	1,830	48.15%	\$ 37,245	49.46%
Pulaski	34,872	21.01%	\$ 2,907,355,571	20.32%	803	21.13%	\$ 15,769	20.94%
Giles	17,286	10.41%	\$ 1,382,235,421	9.66%	483	12.71%	\$ 8,764	11.64%
Floyd	15,279	9.20%	\$ 1,815,752,861	12.69%	266	7.00%	\$ 6,459	8.58%
Radford	13,258	7.99%	\$ 836,685,902	5.85%	419	11.02%	\$ 7,064	9.38%
Total	166,000	100.00%	\$14,309,226,412	100%	3,801	100.00%	\$ 75,301	100.00%
<b>Derived Funding % = [(Pop. %) + (PV %) + 3(SE %)] / 5</b>								

- \$5,000 is included for The Lyric Council, Inc., which is level funding – The agency received \$5,000 in the FY 13 budget; therefore, this amount represents level funding. The Lyric Theatre is home to many music, theatrical, and film venues. This funding equals the amount provided to the Smithfield Plantation and the Montgomery Museum.
- \$5,000 is included for the Montgomery Museum and Lewis Miller Regional Art Center, Inc., which is level funding – The agency requested \$5,000 in FY14, which is level funding. The purpose of the museum and art center is to be a repository for, and to conserve, the history of Montgomery County and its artifacts. This funding recommendation equals the amount provided to the Smithfield Plantation and the Lyric Council.

## OTHER AGENCIES

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- \$5,000 is included for the Smithfield Plantation, which is level funding – The agency received \$5,000 in the FY 13 budget; therefore, this amount represents level funding. This funding recommendation equals the amount provided to the Montgomery Museum and the Lyric Council.
- \$5,000 is included for the Rosa Peters Community Park, which is level funding – The agency received \$5,000 in the FY 13 budget; therefore, this amount represents level funding. Playground facilities, basketball courts, and a swimming pool allow children and adults the opportunity for community recreation. The park also has a pavilion available for community use upon request. The funds will help maintain two positions, a lifeguard and playground supervisor, as well as offset operational and maintenance costs.

## PAYMENTS TO ENVIRONMENTAL AGENCIES

- \$38,414 is included for the New River Valley Planning District Commission (NRVPDC), which is level funding – The agency requested \$38,414 for FY 14 and received \$38,414 in the FY 13 budget. The NRVPDC serves as a planning and coordinating body for the localities of Planning District Four. Its mission is to identify and analyze regional issues and facilitate decision-making to resolve those issues, to serve as an information resource through the regional database, and to develop local and regional plans or strategies that will strengthen local governments' ability to serve their citizens. The requested amount is based on \$1.25 per capita (unchanged from FY 13) for the County, excluding the towns of Blacksburg and Christiansburg and Virginia Tech.
- \$11,455 is included for the Skyline Soil and Water Conservation District, which is level funding – A total of \$11,799 was requested by the Skyline Soil and Water Conservation District for FY 14, which is an increase of \$344. Many of the services provided by the District are to landowners and other consumers regarding general soil quality and management information and referral. The agency promotes conservation techniques and better water quality by offering an annual Grazing School throughout the New River Valley, which includes classes on plant science and grazing techniques for livestock.
- \$700 is included for the New River-Highland Resource Conservation and Development Council, which is level funding – A total of \$3,000 was requested by the New River-Highland Resource Conservation and Development Council for FY 14, an increase of \$2,300. The council provides regional education, training, and technical assistance on conservation and sustained use of natural resources. The agency receives additional funding from 11 other cities and counties as well as 9 planning and conservation districts. Funding from each jurisdiction is based on a set rate across the board and not based on population.
- \$76,909 is included for the V.P.I. Cooperative Extension Services, which is level funding – A total of \$80,927 was requested by the V.P.I. Cooperative Extension Services for FY 14 and represents additional funding for a 2% salary increase for staff and a \$600 increase in office supplies. The agency received \$59,074 in the FY 13 budget from base funding and \$17,835 held in contingencies and transferred to the agency during the year to cover an additional position awarded by the state for a total of \$76,909. Cooperative Extension provides research-based information to residents in the areas of Agriculture, Horticulture, Human and Family Resources and Youth Development. The County fully funds one full-time agricultural agent housed in the County, one full-time 4-H agent, 40% of funding for a part-time Master Gardner with Floyd, Pulaski, and Giles Counties each paying

## OTHER AGENCIES

20% of the cost, 50% funding for a Family and Consumer Science Agent, and 100% of a part-time 4-H technician position.

### PAYMENTS TO ECONOMIC DEVELOPMENT AGENCIES

- \$1,197 is included for the Montgomery County Chamber of Commerce, which is level funding – A total of \$1,197 was included for dues payable to the Montgomery County Chamber of Commerce in the FY 13 Budget. Dues expenses are not expected to change for FY 14, so level funding is provided for FY 14. The Chamber works to promote tourism and economic development to prospective newcomers.
- \$15,036 is included for the New River Valley Airport Commission, which is level funding – A total of \$22,932 was requested by the New River Valley Airport Commission for FY 14, an increase of \$7,896. The agency received \$15,036 in the FY 13 budget. Funding requested is determined using a formula which is a function of jurisdictions’ populations, distance from the airport, and business activity generated at the Airport by industries in respective jurisdictions.
- \$72,369 is included for the NRV Economic Development Alliance, which is level funding – A total of \$83,629 was requested by the NRV Economic Development Alliance for FY 14, an increase of \$11,260. The Alliance has a funding formula of \$1 per capita for each member jurisdiction. The Towns of Blacksburg and Christiansburg are included in the population figure used to derive the budget request for Montgomery County; therefore, the funded amount is \$72,369 plus the \$11,000 requested by the Towns for a total of \$83,369 to cover the population of Montgomery County. Of the 10 jurisdictions who fund the Alliance, Montgomery County and the Towns of Blacksburg and Christiansburg provided 48% of the local government funding, and 27% of the total operating budget.

<b>Funding Source</b>	<b>FY 14 Req.</b>	<b>FY 14 Rec.</b>	<b>% of Total</b>	<b>% of Gov't Funding</b>
Montgomery County	\$ 83,629	\$ 72,369	23.22%	41.74%
Christiansburg	\$ 5,000	\$ 5,000	1.60%	2.88%
Blacksburg	\$ 6,000	\$ 6,000	1.93%	3.46%
<b>Total MC</b>	<b>\$ 94,629</b>	<b>\$ 83,369</b>	<b>26.75%</b>	<b>48.08%</b>
Pulaski County	\$ 35,127	\$ 35,127	11.27%	20.26%
Dublin	\$ 1,500	\$ 1,500	0.48%	0.87%
Town of Pulaski	\$ 6,000	\$ 6,000	1.93%	3.46%
Total Pulaski	\$ 42,627	\$ 42,627	13.68%	24.59%
Giles County	\$ 16,657	\$ 16,657	5.34%	9.61%
Pearisburg	\$ 1,000	\$ 1,000	0.32%	0.58%
Total Giles	\$ 17,657	\$ 17,657	5.66%	10.18%
Floyd County	\$ 13,874	\$ 13,874	4.45%	8.00%
Total Floyd	\$ 13,874	\$ 13,874	4.45%	8.00%
City of Radford	\$ 15,859	\$ 15,859	5.09%	9.15%
<b>Total Local Govt'</b>	<b>\$ 184,646</b>	<b>\$ 173,386</b>	<b>55.63%</b>	<b>100.00%</b>
Private Sector	\$ 138,301	\$ 138,301	44.37%	
<b>Grand Total</b>	<b>\$ 322,947</b>	<b>\$ 311,687</b>	<b>100.00%</b>	

Assumes other jurisdictions fund requests

- \$5,000 is included for Membership in the Virginia’s First Regional Industrial Facility Authority, which is level funding – A total of \$5,000 was requested by the Virginia’s First Regional Industrial

## OTHER AGENCIES

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Facility Authority for FY 14, which is level funding. In July 1999, the Board of Supervisors authorized participation in the Virginia First Regional Industrial Facility Authority. The Authority was created to promote economic development in the New River Valley. The current project is the New River Valley Commerce Park.

- \$1,500 is included for Membership in the Virginia Institute on Local Government, which is level funding – A total of \$1,500 was requested by the Virginia Institute on Local Government for FY 14, which is level funding. The Institute, located at the University of Virginia, provides direct technical assistance and conducts specialized research projects, training, and leadership programs. Staff responds to inquiries on a wide variety of local government topics and provides in-depth research on inquiries with broad multi-jurisdictional applications. Information technology support services are also available. This recommendation provides funds necessary for membership in the Institute. Benefits of membership include priority access to Institute resources and discounts on publications and training opportunities. Membership dues will remain unchanged for FY 14.
- \$17,334 is included for the Metropolitan Planning Organization (MPO), which is a decrease of (\$3,100) – A total of \$17,334 was requested and is included for the MPO for FY 14, which includes \$5,600 for the MPO and \$11,734 for the Smart Way Bus. The Blacksburg, Christiansburg, Montgomery Area Metropolitan Planning Organization was established by the Board of Supervisors on January 13, 2003 to evaluate regional transportation needs and any requirements of the Clean Air Act. To receive funds from the Federal Government, a local match is required. The local match for FY 14 is \$5,600 that is dedicated to MPO Planning and \$11,734 that is dedicated to the Smart Way Bus.
- \$55,851 is included for Participation in the New River Valley Commerce Park Project, which is level funding – A total of \$60,929 is requested for participation in the New River Valley Commerce Park Project for FY 14. The increase in funding is 25 cents per 150,000 original commerce share to allow for increased water and sewer capacity. The agency received \$55,851 FY 13 budget. The County holds 20,309.6 shares of the project. There are ten other member jurisdictions providing 86.4% of the funding. The service provided to the eleven members of the NRV Commerce Park Project Participation Committee is the opportunity to participate in a larger economic development project than any one locality can undertake on its own. In FY 02, Montgomery County agreed to purchase the 169.17 shares made available by the withdrawal of Wythe County. In FY 03, the project completed the acquisition of 326 acres in Pulaski County, and another 205 acres in Phase II. Construction of one mile of access road is complete and 40 acres of the site are graded. The recommendation provides funding for the County's shares which cover debt service and administration costs for the project.
- \$50,000 is included for Participation in the Virginia Tech/Montgomery Regional Airport Authority, which is level funding – A total of \$50,000 was requested by the Virginia Tech/Montgomery Regional Airport Authority for FY 14. The agency received \$50,000 in the FY 13 budget; therefore, this amount represents level funding. The Virginia General Assembly created the Authority in 2002. Member jurisdictions include Virginia Tech, the towns of Blacksburg and Christiansburg, and Montgomery County. The Authority was created to develop a regional authority that would serve surrounding corporate and general aviation markets. Each participating member is to contribute a portion of the subsidy for the airport's operating budget.

## OTHER AGENCIES

### Department Description and Financial Data

#### Human Service Agencies

	<b>FY 12 Revised</b>	<b>FY 12 Actual</b>	<b>FY 13 Approved</b>	<b>FY 14 Base</b>	<b>+</b>	<b>FY 14 Addenda</b>	<b>=</b>	<b>FY 14 Recommended</b>	<b>Change App 13/ Rec. 14</b>
<b>PAYMENTS</b>									
New River Valley Detention Home	\$ 361,304	\$ 361,304	\$ 370,207	\$ 370,207		\$ (16,109)		\$ 354,098	\$ (16,109)
New River Valley Free Clinic	\$ 30,994	\$ 30,994	\$ 30,994	\$ 30,994		\$ -		\$ 30,994	\$ -
New River Community Action	\$ 81,096	\$ 81,096	\$ 81,096	\$ 81,096		\$ -		\$ 81,096	\$ -
Women's Resource Center	\$ 37,381	\$ 37,381	\$ 37,381	\$ 37,381		\$ -		\$ 37,381	\$ -
New River Family Shelter	\$ 5,051	\$ 5,051	\$ 5,051	\$ 5,051		\$ -		\$ 5,051	\$ -
New River Valley Literacy Volunteers	\$ 6,170	\$ 6,170	\$ 6,170	\$ 6,170		\$ -		\$ 6,170	\$ -
New River Valley Community Services Board	\$ 143,569	\$ 143,569	\$ 143,569	\$ 143,569		\$ -		\$ 143,569	\$ -
New River Valley Agency on Aging	\$ 30,652	\$ 23,341	\$ 30,652	\$ 30,652		\$ -		\$ 30,652	\$ -
New River Valley Senior Services	\$ 9,185	\$ 9,185	\$ 9,185	\$ 9,185		\$ 1,803		\$ 10,988	\$ 1,803
Boys and Girls Club	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000		\$ -		\$ 10,000	\$ -
Brain Injury Services	\$ 800	\$ 800	\$ 800	\$ -		\$ 800		\$ 800	\$ -
NRV CARES	\$ 2,913	\$ 2,913	\$ 2,913	\$ 2,913		\$ 87		\$ 3,000	\$ 87
Fairview District Home	\$ 38,749	\$ 38,749	\$ 41,485	\$ 41,485		\$ 798		\$ 42,283	\$ 798
Goodwill Industries/NRV Workshop	\$ 17,942	\$ 17,323	\$ 17,942	\$ 17,942		\$ (8,971)		\$ 8,971	\$ (8,971)
Round the Mountain	\$ 25,000	\$ 25,000	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 800,806</b>	<b>\$ 792,876</b>	<b>\$ 787,445</b>	<b>\$ 786,645</b>		<b>\$ (21,592)</b>		<b>\$ 765,053</b>	<b>\$ (22,392)</b>

#### Public Safety Agencies

	<b>FY 12 Revised</b>	<b>FY 12 Actual</b>	<b>FY 13 Approved</b>	<b>FY 14 Base</b>	<b>+</b>	<b>FY 14 Addenda</b>	<b>=</b>	<b>FY 14 Recommended</b>	<b>Change App 13/ Rec. 14</b>
<b>PAYMENTS</b>									
State Fire Prevention	\$ 11,379	\$ 11,379	\$ 11,379	\$ 11,379		\$ -		\$ 11,379	\$ -
Emergency Medical Services Council	\$ 13,111	\$ 13,111	\$ 13,111	\$ 13,111		\$ -		\$ 13,111	\$ -
Public Service Authority	\$ 15,700	\$ 13,545	\$ 15,700	\$ 15,700		\$ -		\$ 15,700	\$ -
911 Emergency Communication Center	\$ 55,000	\$ 55,000	\$ 80,000	\$ 80,000		\$ 76,525		\$ 156,525	\$ 76,525
Medical Examiner	\$ 1,600	\$ 800	\$ 1,600	\$ 1,600		\$ -		\$ 1,600	\$ -
Friends of Animal Care & Control	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 96,790</b>	<b>\$ 93,835</b>	<b>\$ 121,790</b>	<b>\$ 121,790</b>		<b>\$ 76,525</b>		<b>\$ 198,315</b>	<b>\$ 76,525</b>

#### Educational/Cultural Agencies

	<b>FY 12 Revised</b>	<b>FY 12 Actual</b>	<b>FY 13 Approved</b>	<b>FY 14 Base</b>	<b>+</b>	<b>FY 14 Addenda</b>	<b>=</b>	<b>FY 14 Recommended</b>	<b>Change App 13/ Rec. 14</b>
<b>PAYMENTS</b>									
New River Community College	\$ 36,410	\$ 36,410	\$ 36,666	\$ 36,666		\$ 579		\$ 37,245	\$ 579
Lyric Theatre	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -		\$ 5,000	\$ -
Montgomery Museum	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -		\$ 5,000	\$ -
Smithfield Plantation	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -		\$ 5,000	\$ -
League of Women Voters	\$ 200	\$ 200	\$ -	\$ -		\$ -		\$ -	\$ -
Riner Cannery	\$ 8,114	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Rosa Peters Community Park	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -		\$ 5,000	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 64,724</b>	<b>\$ 56,610</b>	<b>\$ 56,666</b>	<b>\$ 56,666</b>		<b>\$ 579</b>		<b>\$ 57,245</b>	<b>\$ 579</b>

## OTHER AGENCIES

### Environmental Agencies

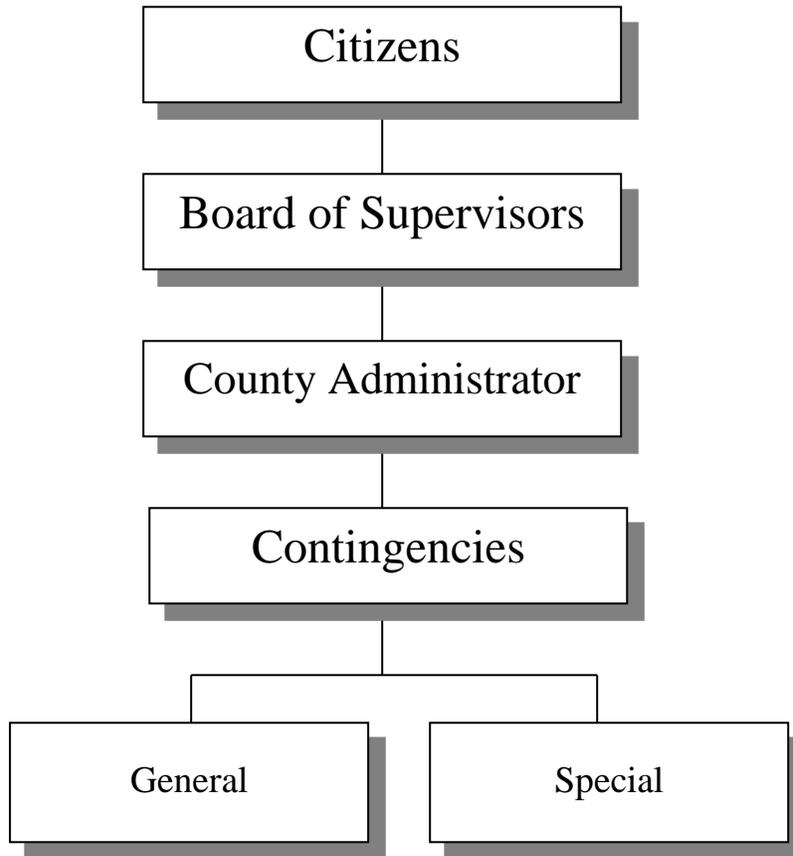
	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>PAYMENTS</b>									
NRV Planning District Commission	\$ 33,886	\$ 33,886	\$ 38,414	\$ 38,414		\$ -		\$ 38,414	\$ -
Skyline Soil-Water Conservation District	\$ 11,455	\$ 11,455	\$ 11,455	\$ 11,455		\$ -		\$ 11,455	\$ -
New River-Highland Resource Conservation	\$ 700	\$ 700	\$ 700	\$ 700		\$ -		\$ 700	\$ -
VPI Cooperative Extension Services	\$ 59,074	\$ 53,516	\$ 59,074	\$ 76,909		\$ -		\$ 76,909	\$ 17,835
<b>TOTAL EXPENDITURES</b>	<b>\$ 105,115</b>	<b>\$ 99,557</b>	<b>\$ 109,643</b>	<b>\$ 127,478</b>		<b>\$ -</b>		<b>\$ 127,478</b>	<b>\$ 17,835</b>

### Economic Development Agencies

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>PAYMENTS</b>									
Montgomery County Chamber of Commerce	\$ 1,197	\$ 1,196	\$ 1,197	\$ 1,197		\$ -		\$ 1,197	\$ -
NRV Airport Commission	\$ 15,036	\$ 15,036	\$ 15,036	\$ 15,036		\$ -		\$ 15,036	\$ -
NRV Economic Development Alliance	\$ 72,369	\$ 72,369	\$ 72,369	\$ 72,369		\$ -		\$ 72,369	\$ -
Virginia's First Regional Industrial Authority	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		\$ -		\$ 5,000	\$ -
Virginia Institute on Local Government	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500		\$ -		\$ 1,500	\$ -
Metropolitan Planning Organization	\$ 20,434	\$ 19,828	\$ 20,434	\$ 20,434		\$ (3,100)		\$ 17,334	\$ (3,100)
NRV Commerce Park Project	\$ 55,851	\$ 55,851	\$ 55,851	\$ 55,851		\$ -		\$ 55,851	\$ -
VT/Montgomery Airport Authority	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000		\$ -		\$ 50,000	\$ -
Regional Tourism Board	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 221,387</b>	<b>\$ 220,780</b>	<b>\$ 221,387</b>	<b>\$ 221,387</b>		<b>\$ (3,100)</b>		<b>\$ 218,287</b>	<b>\$ (3,100)</b>

## CONTINGENCIES - GENERAL

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## CONTINGENCIES - GENERAL

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Contingencies-General	\$ 20,565	\$ -	\$ 371,400	\$ 371,400		\$ 52,600		\$ 424,000	\$ 52,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,565</b>	<b>\$ -</b>	<b>\$ 371,400</b>	<b>\$ 371,400</b>		<b>\$ 52,600</b>		<b>\$ 424,000</b>	<b>\$ 52,600</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
General Contingencies	\$ 20,565	\$ -	\$ 371,400	\$ 371,400		\$ 52,600		\$ 424,000	\$ 52,600
<b>TOTAL EXPENDITURES</b>	<b>\$ 20,565</b>	<b>\$ -</b>	<b>\$ 371,400</b>	<b>\$ 371,400</b>		<b>\$ 52,600</b>		<b>\$ 424,000</b>	<b>\$ 52,600</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 20,565</b>	<b>\$ -</b>	<b>\$ 371,400</b>	<b>\$ 371,400</b>		<b>\$ 52,600</b>		<b>\$ 424,000</b>	<b>\$ 52,600</b>
<b>TOTAL REVENUES</b>	<b>\$ 20,565</b>	<b>\$ -</b>	<b>\$ 371,400</b>	<b>\$ 371,400</b>		<b>\$ 52,600</b>		<b>\$ 424,000</b>	<b>\$ 52,600</b>

## **CONTINGENCIES - GENERAL**

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### **Division Description**

This Division provides for contingency reserves to pay for unanticipated expenditures that arise during the year that have not been included in the proposed budget or expenditures that have been proposed but the details of the expenditure have yet to be resolved. The County has two types of contingencies – General and Special. The General Contingency is established to pay for unknown and unanticipated expenditures that arise during the year that have not been included in the proposed budget. The Special Contingency serves as a holding account for known issues/expenditures the details of which have yet to be resolved.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$52,600 is Added to the General Contingency Budget – The County has a policy of retaining 1% of the County's General Fund budget to cover contingency needs. This increase is needed to provide for a 1% contingency of the total General Fund Budget for FY 14.

## CONTINGENCIES - GENERAL

### Department Description and Financial Data

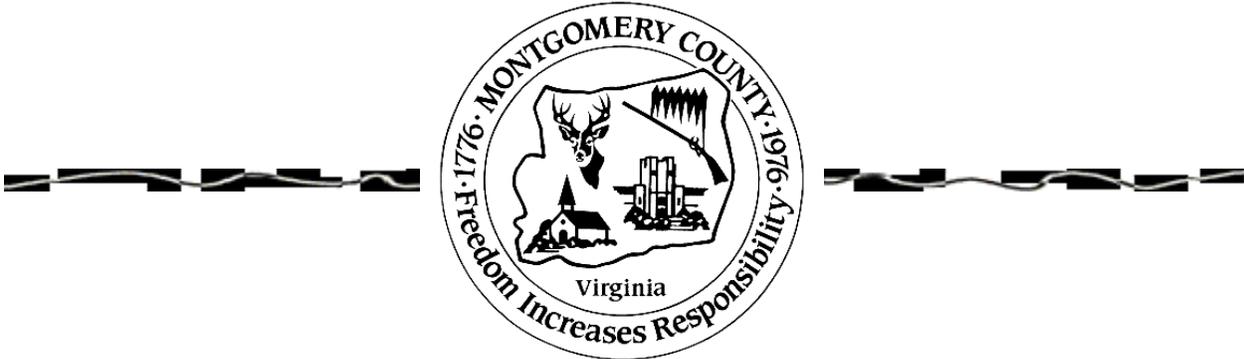
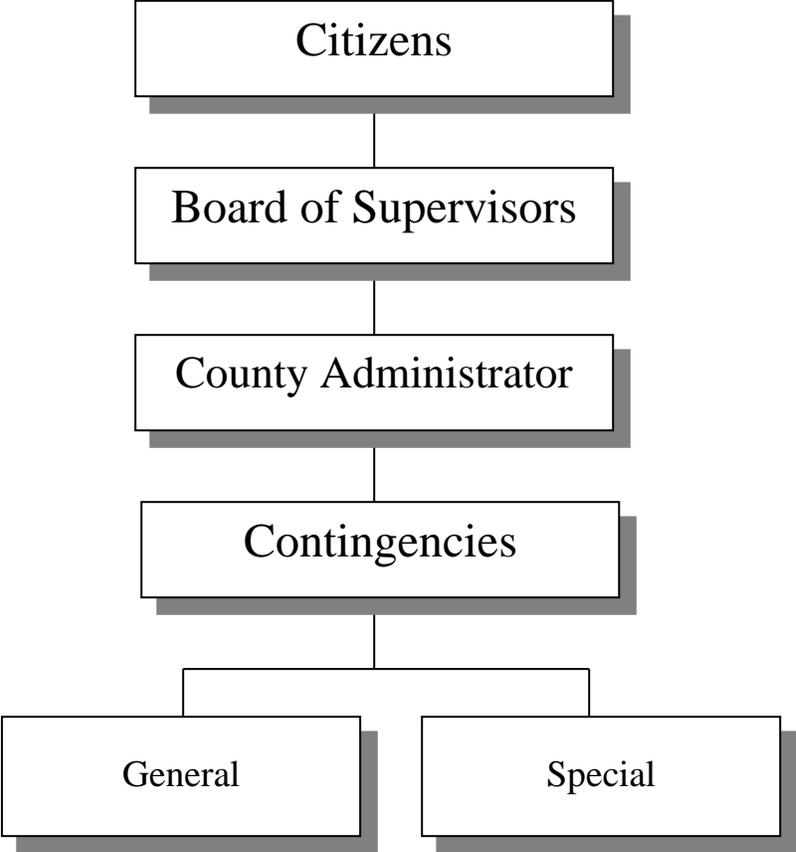
#### **Contingencies - General**

The General Contingencies department provides for a general contingency reserve to pay for unknown and unanticipated expenditures that arise during the year that have not been included in the proposed budget.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	<u>+</u>	<u>FY 14</u> <u>Addenda</u>	<u>=</u>	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Contingencies-General	\$ 20,565	\$ -	\$ 371,400	\$ 371,400		\$ 52,600		\$ 424,000	\$ 52,600

**CONTINGENCIES - SPECIAL**

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## CONTINGENCIES - SPECIAL

### Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Contingencies-Special	\$ 139,112	\$ -	\$ 236,867	\$ 50,000		\$ 1,125,000		\$ 1,175,000	\$ 938,133
<b>TOTAL EXPENDITURES</b>	<b>\$ 139,112</b>	<b>\$ -</b>	<b>\$ 236,867</b>	<b>\$ 50,000</b>		<b>\$ 1,125,000</b>		<b>\$ 1,175,000</b>	<b>\$ 938,133</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Contingencies-Special	\$ 139,112	\$ -	\$ 236,867	\$ 50,000		\$ 1,125,000		\$ 1,175,000	\$ 938,133
<b>TOTAL EXPENDITURES</b>	<b>\$ 139,112</b>	<b>\$ -</b>	<b>\$ 236,867</b>	<b>\$ 50,000</b>		<b>\$ 1,125,000</b>		<b>\$ 1,175,000</b>	<b>\$ 938,133</b>
<b>REVENUE BY CLASSIFICATION</b>									
Local Recovered Costs	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ 139,112</b>	<b>\$ -</b>	<b>\$ 236,867</b>	<b>\$ 50,000</b>		<b>\$ 1,125,000</b>		<b>\$ 1,175,000</b>	<b>\$ 938,133</b>
<b>TOTAL REVENUES</b>	<b>\$ 139,112</b>	<b>\$ -</b>	<b>\$ 236,867</b>	<b>\$ 50,000</b>		<b>\$ 1,125,000</b>		<b>\$ 1,175,000</b>	<b>\$ 938,133</b>

## CONTINGENCIES - SPECIAL

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### Division Description

This Division provides for contingency reserves to pay for unanticipated expenditures that arise during the year that have not been included in the budget or expenditures that have been proposed but the details of the expenditure have yet to be resolved. The County has two types of contingencies – General and Special. The General Contingency is established to pay for unknown and unanticipated expenditures that arise during the year that have not been included in the budget. The Special Contingency serves as a holding account for known issues/expenditures of which the details have yet to be resolved.

### Base Budget Discussion

Special Contingencies serves as a “holding account” by setting dollars aside until issues are resolved, and monies - if needed - are distributed among the appropriate functions. Funds held in Special Contingencies that are not used within the fiscal year revert to General Fund Balance at year end.

- \$50,000 is Held to Cover Additional Local Matching Costs for the Comprehensive Services Act – These funds are held in abeyance for local matching costs in excess of the amount included in the Comprehensive Services Act Division Budget-510 based on historical expenditures and the County's 28.34% local match. If these funds are not needed, the funding will return to the County's General Fund Balance. A detailed explanation can be found under the Comprehensive Services Act budget (Tab 510).
- \$21,165 is Shifted to Public Health for Local Match Requirements – The Health Department is funded on a formula basis with costs shared between the state and the County. The County's share is 38.3% and the State's share is 61.7%. \$21,165 was included in the FY 13 budget to cover anticipated state funding increases for FY 13 and the County's match requirement. These funds have been shifted to the Public Health Department's base budget for FY 14.
- \$17,835 is Shifted to Cover Local Match Requirements of a Cooperative Extension Agent Position – Previously, the County fully funded two full-time agents housed in the County. One of these positions was vacated and not authorized to be filled by the state. In FY 13, funding was set aside in Special Contingences to provide 33.3% of the costs of that eliminated agent position in anticipation of state funding. The state did approve the position and these funds have been permanently transferred to Cooperative Extension to cover the County's local match requirement.
- \$147,867 is Shifted to Parks and Recreation – In the FY 13 budget, \$147,867 was held in the Special Contingencies budget to support additional activities in the Parks and Recreation division. The actual distribution of these funds took place during the fiscal year after the budget was approved. This shift has occurred to permanently place the funding in the Parks and Recreation Division. These funds were used to support:

One Full-Time Parks Maintenance Position	\$ 43,000
One Half Time Parks Maintenance Position	\$ 16,000
Additional Part-Time Wages for Lifeguards at the Frog Pond	<u>\$ 11,867</u>
<b>Total Personal Services</b>	<b>\$ 70,867</b>
Athletics and Parks and Site Improvements	\$ 32,000
Fuel & Vehicle Maintenance	\$ 15,000

## **CONTINGENCIES - SPECIAL**

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Meadowbrook Senior and Community Programs Support	\$ 15,000
Helmet Replacements	<u>\$ 15,000</u>
<b>Total O&amp;M</b>	<b>\$ 77,000</b>
<b>Grand Total</b>	<b>\$147,867</b>

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- \$625,000 is Added for Health Insurance Increases – \$625,000 is added to cover an anticipated 21% increase in health insurance premiums for FY 14. The County is in negotiations with several health insurance providers. As additional information becomes available during the budget process, this amount will be updated.
- \$500,000 is Added for Compensation Issues – \$500,000 is added to cover compensation increases for County employees for FY 14. The County’s compensation study performed during FY 13 is not yet complete. The Board will be advised as additional information becomes available during the budget process.

## CONTINGENCIES - SPECIAL

### Department Description and Financial Data

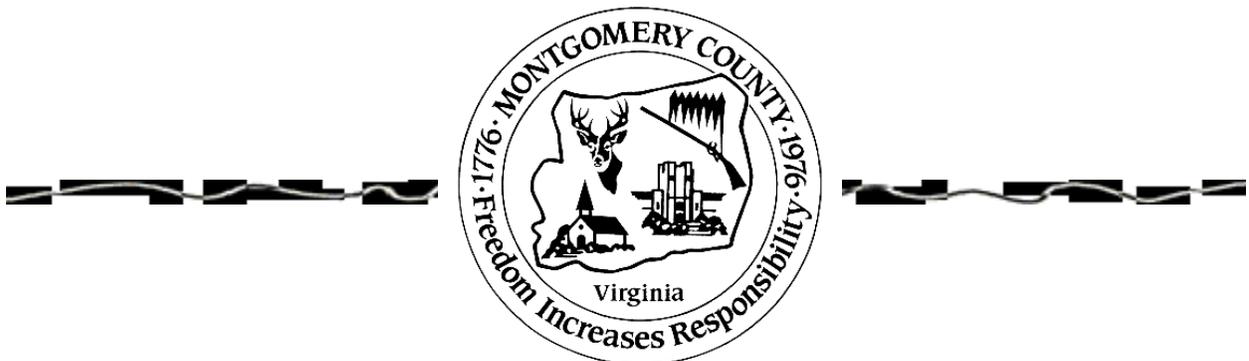
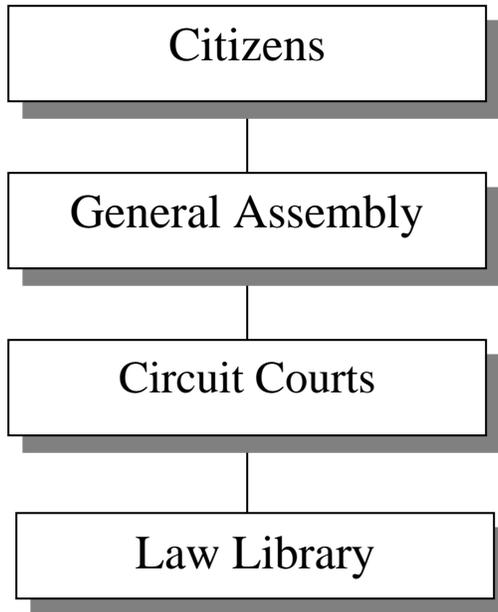
#### **Contingencies - Special**

The Special Contingency serves as a holding account for known issues/expenditures of which the details have yet to be resolved. Should the funds not be needed, they will revert to General Fund Balance.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Contingencies-Special	\$ 139,112	\$ -	\$ 236,867	\$ 50,000		\$ 1,125,000		\$ 1,175,000	\$ 938,133

# LAW LIBRARY

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# LAW LIBRARY

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Law Library	\$ 17,600	\$ 8,101	\$ 17,600	\$ 17,600		\$ -		\$ 17,600	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,600</b>	<b>\$ 8,101</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>		<b>\$ -</b>		<b>\$ 17,600</b>	<b>\$ -</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Operations & Maintenance	\$ 17,600	\$ 8,101	\$ 17,600	\$ 17,600		\$ -		\$ 17,600	\$ -
Capital Outlay	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 17,600</b>	<b>\$ 8,101</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>		<b>\$ -</b>		<b>\$ 17,600</b>	<b>\$ -</b>
<b>REVENUE BY CLASSIFICATION</b>									
Interest	\$ 1,000	\$ 1,012	\$ 1,000	\$ 1,000		\$ -		\$ 1,000	\$ -
Fees	\$ 14,000	\$ 13,409	\$ 14,000	\$ 14,000		\$ -		\$ 14,000	\$ -
Transfer To County Capital	\$ (93,774)	\$ (93,774)	\$ -	\$ -		\$ -		\$ -	\$ -
(To)/From Fund Balance	\$ 96,374	\$ -	\$ 2,600	\$ 2,600		\$ -		\$ 2,600	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 17,600</b>	<b>\$ (79,353)</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>		<b>\$ -</b>		<b>\$ 17,600</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ 87,454</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 17,600</b>	<b>\$ 8,101</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>		<b>\$ -</b>		<b>\$ 17,600</b>	<b>\$ -</b>

## **LAW LIBRARY**

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### **Division Description**

The Law Library provides legal information resources for attorneys and the courts. This division is self-supporting from fees assessed on civil and criminal trials.

### **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

### **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# LAW LIBRARY

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## Department Description and Financial Data

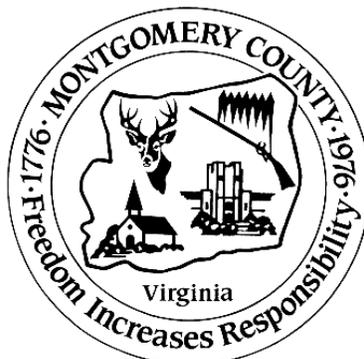
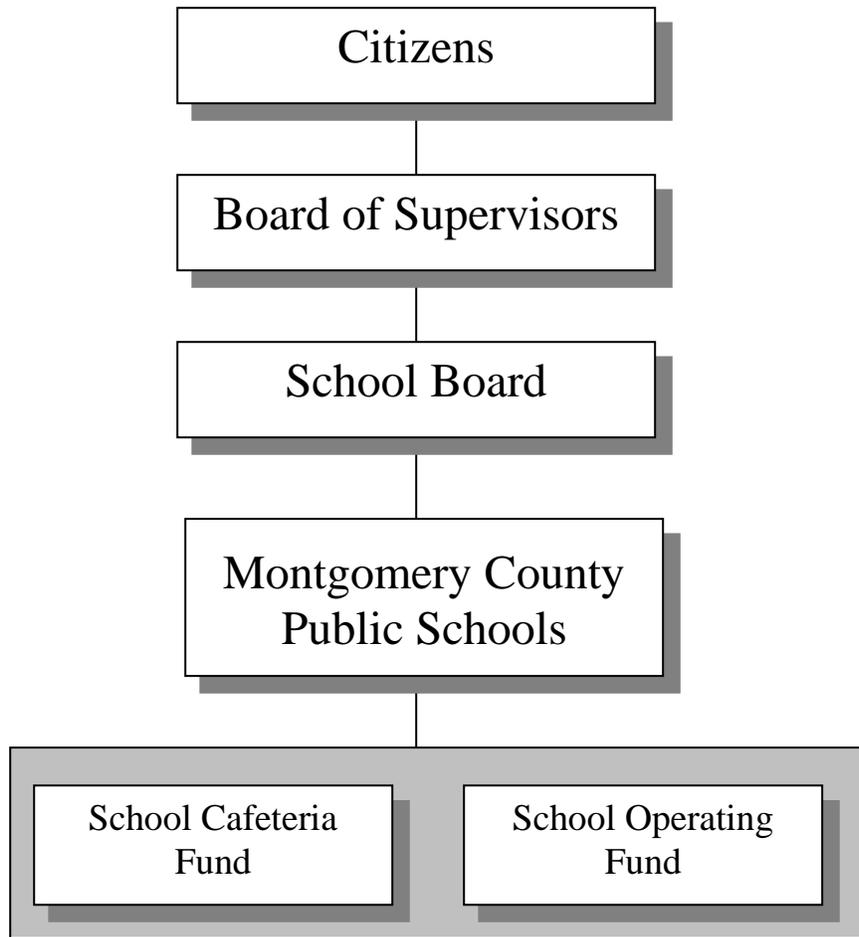
### **Law Library**

The Law Library provides legal information resources for attorneys and the courts. Fees are used to support a telephone line, books and subscriptions, and Internet services to upgrade the library.

	<u>FY 12</u> <u>Revised</u>	<u>FY 12</u> <u>Actual</u>	<u>FY 13</u> <u>Approved</u>	<u>FY 14</u> <u>Base</u>	+	<u>FY 14</u> <u>Addenda</u>	=	<u>FY 14</u> <u>Recommended</u>	<u>Change</u> <u>App 13/</u> <u>Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
Law Library	\$ 17,600	\$ 8,101	\$ 17,600	\$ 17,600		\$ -		\$ 17,600	\$ -

# MONTGOMERY COUNTY PUBLIC SCHOOLS

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# MONTGOMERY COUNTY PUBLIC SCHOOLS

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+ FY 14 Addenda	= FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>							
School Operating Fund	\$ 94,441,423	\$ 93,751,834	\$ 91,969,180	\$ 91,969,180	\$ 2,848,817	\$ 94,817,997	\$ 2,848,817
School Cafeteria Fund	\$ 4,080,810	\$ 4,092,751	\$ 3,958,426	\$ 3,958,426	\$ 200,000	\$ 4,158,426	\$ 200,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 98,522,233</b>	<b>\$ 97,844,585</b>	<b>\$ 95,927,606</b>	<b>\$ 95,927,606</b>	<b>\$ 3,048,817</b>	<b>\$ 98,976,423</b>	<b>\$ 3,048,817</b>
<b>EXPENDITURES BY CLASSIFICATION</b>							
Instruction	\$ 72,556,360	\$ 72,608,670	\$ 71,018,081	\$ 71,018,081	\$ 2,959,678	\$ 73,977,759	\$ 2,959,678
Admin/Attend/Health	\$ 3,653,730	\$ 3,558,410	\$ 3,816,476	\$ 3,816,476	\$ 73,183	\$ 3,889,659	\$ 73,183
Transportation	\$ 4,381,829	\$ 4,453,639	\$ 4,323,072	\$ 4,323,072	\$ 436,445	\$ 4,759,517	\$ 436,445
Operations & Maintenance	\$ 13,838,780	\$ 13,023,920	\$ 12,800,827	\$ 12,800,827	\$ 739,740	\$ 13,540,567	\$ 739,740
Non-Instruction	\$ 10,724	\$ 107,195	\$ 10,724	\$ 10,724	\$ 88	\$ 10,812	\$ 88
School Nutrition	\$ 4,080,810	\$ 4,092,751	\$ 3,958,426	\$ 3,958,426	\$ 200,000	\$ 4,158,426	\$ 200,000
Unallocated Funds	\$ -	\$ -	\$ -	\$ -	\$ (1,360,317)	\$ (1,360,317)	\$ (1,360,317)
<b>TOTAL EXPENDITURES</b>	<b>\$ 98,522,233</b>	<b>\$ 97,844,585</b>	<b>\$ 95,927,606</b>	<b>\$ 95,927,606</b>	<b>\$ 3,048,817</b>	<b>\$ 98,976,423</b>	<b>\$ 3,048,817</b>
<b>REVENUE BY CLASSIFICATION</b>							
Sales Taxes	\$ 10,572,150	\$ 10,582,782	\$ 10,142,470	\$ 10,142,470	\$ (455,318)	\$ 9,687,152	\$ (455,318)
Basic Aid	\$ 24,338,168	\$ 24,029,327	\$ 23,183,113	\$ 23,183,113	\$ 441,549	\$ 23,624,662	\$ 441,549
Other SOQ	\$ 8,846,249	\$ 9,910,580	\$ 9,653,159	\$ 9,653,159	\$ 36,196	\$ 9,689,355	\$ 36,196
Incentive Programs	\$ 1,363,988	\$ 597,185	\$ 1,032,314	\$ 1,032,314	\$ 492,709	\$ 1,525,023	\$ 492,709
Categorical	\$ 435,084	\$ 79,209	\$ 368,432	\$ 368,432	\$ 6,216	\$ 374,648	\$ 6,216
Lottery Funded Programs	\$ 3,614,467	\$ 3,228,173	\$ 2,767,167	\$ 2,767,167	\$ 94,539	\$ 2,861,706	\$ 94,539
Federal Funds	\$ 7,609,674	\$ 8,971,992	\$ 5,999,557	\$ 5,999,557	\$ 32,926	\$ 6,032,483	\$ 32,926
Other Local Funds	\$ 2,969,322	\$ 3,017,357	\$ 2,748,922	\$ 2,748,922	\$ 200,000	\$ 2,948,922	\$ 200,000
State Recordation	\$ 186,658	\$ 236,625	\$ 225,000	\$ 225,000	\$ -	\$ 225,000	\$ -
Other State Funds	\$ 66,575	\$ -	\$ 65,083	\$ 65,083	\$ -	\$ 65,083	\$ -
Fund Balance	\$ 463,261	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ 12,016	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund Transfer	\$ 38,056,637	\$ 37,224,091	\$ 39,742,389	\$ 39,742,389	\$ 2,200,000	\$ 41,942,389	\$ 2,200,000
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 98,522,233</b>	<b>\$ 97,889,337</b>	<b>\$ 95,927,606</b>	<b>\$ 95,927,606</b>	<b>\$ 3,048,817</b>	<b>\$ 98,976,423</b>	<b>\$ 3,048,817</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ (44,752)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 98,522,233</b>	<b>\$ 97,844,585</b>	<b>\$ 95,927,606</b>	<b>\$ 95,927,606</b>	<b>\$ 3,048,817</b>	<b>\$ 98,976,423</b>	<b>\$ 3,048,817</b>

# **MONTGOMERY COUNTY PUBLIC SCHOOLS**

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## **Division Description**

The Montgomery County Public Schools (MCPS) serves 9,502 students through 11 elementary schools (grades K-5), four middle schools (grades 6-8), four high schools (grades 9-12), and central administrative offices. MCPS also provides two alternative education schools and well-received adult and community education programs. In addition to the regular education and special education programs other programs include: Title I; elementary art, music, and physical education; elementary, middle, and high school guidance; comprehensive career and technical education; gifted education; programs for at risk students; and extensive extracurricular activities in athletics, fine arts, and academic competitions. MCPS employs over 1,059 instructional personnel and 447 non-instructional support personnel. The average operational expenditure per pupil for FY 2010-2011 was \$10,318. The seven elected members of the School Board and the Superintendent of Schools provide leadership and management for the school division.

## **Budget Discussion**

- \$94,817,997 is Provided for the School Operating Fund – \$94,817,997 in total funding is provided for the School Operating Fund, which represents an increase of \$2,848,817 from the FY 13 Budget. Of this amount, County General Fund Dollars total \$41,942,389, an increase of \$2,200,000 from the FY 13 Budget.
- \$4,158,426 is Provided for the School Cafeteria Fund – \$4,158,426 in total funding is provided for the School Cafeteria Fund, which represents an increase of \$200,000 from the FY 13 Budget.

# MONTGOMERY COUNTY PUBLIC SCHOOLS

## Department Description and Financial Data

### School Operating Fund

The School Operating Budget provides the funds as required to comply with the State Standards of Quality (SOQ) and to meet the Federal requirements under the No Child Left Behind (NCLB) legislation. The budget also incorporates local programs as requested by the community.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
School Operating Fund	\$ 94,441,423	\$ 93,751,834	\$ 91,969,180	\$ 91,969,180		\$ 2,848,817		\$ 94,817,997	\$ 2,848,817

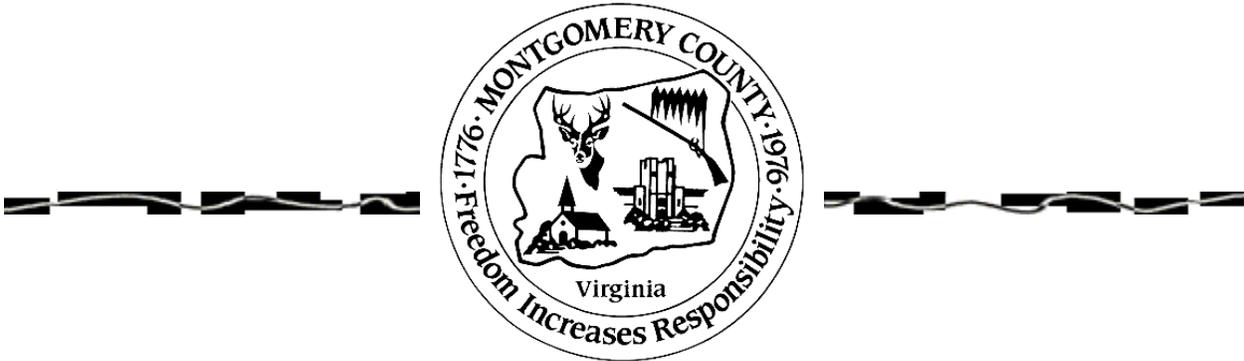
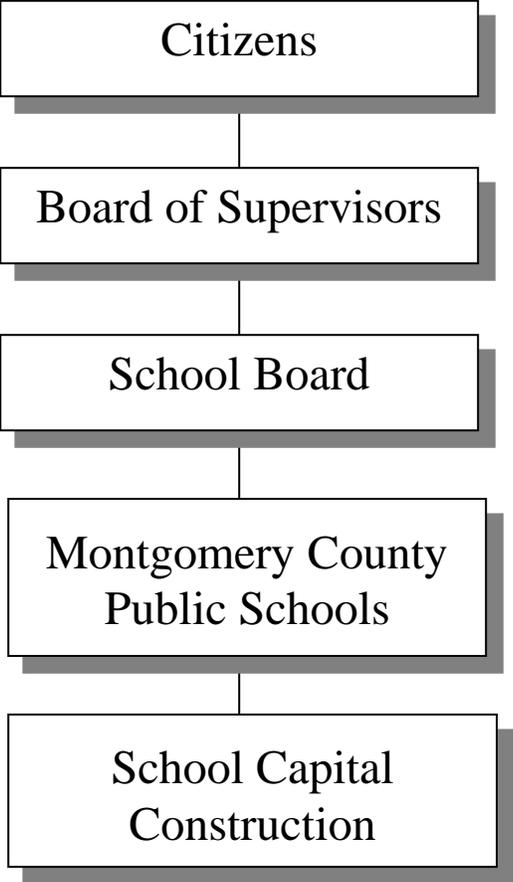
### School Cafeteria Fund

The School Nutrition program operates as a separate fund and is self-sustaining for the cost of labor, food supplies, expendable supplies, and equipment repair. Major capital expenditures, utilities, and liability insurance are provided through the school division's operating budget. Revenues are received from the sale of breakfast, lunch, ala-carte items, catering, and reimbursements from Federal nutrition programs.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
School Cafeteria Fund	\$ 4,080,810	\$ 4,092,751	\$ 3,958,426	\$ 3,958,426		\$ 200,000		\$ 4,158,426	\$ 200,000

**MONTGOMERY COUNTY PUBLIC SCHOOLS CAPITAL CONSTRUCTION**

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# MONTGOMERY COUNTY PUBLIC SCHOOLS CAPITAL CONSTRUCTION

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
School Capital Construction	\$ -	\$ -	\$ -	\$ -		\$ 1,400,000		\$ 1,400,000	\$ 1,400,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,400,000</b>		<b>\$ 1,400,000</b>	<b>\$ 1,400,000</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -		\$ 1,400,000		\$ 1,400,000	\$ 1,400,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,400,000</b>		<b>\$ 1,400,000</b>	<b>\$ 1,400,000</b>
<b>REVENUE BY CLASSIFICATION</b>									
General Fund Transfer	\$ -	\$ -	\$ -	\$ -		\$ 1,400,000		\$ 1,400,000	\$ 1,400,000
Fund Balance/Other Revenue	\$ 1,455,683	\$ 1,455,683	\$ 932,223	\$ 932,223		\$ (685,806)		\$ 246,417	\$ (685,806)
Transfer to Debt Service	\$ (1,455,683)	\$ (1,455,683)	\$ (932,223)	\$ (932,223)		\$ 685,806		\$ (246,417)	\$ 685,806
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,400,000</b>		<b>\$ 1,400,000</b>	<b>\$ 1,400,000</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 1,400,000</b>		<b>\$ 1,400,000</b>	<b>\$ 1,400,000</b>
Total Authorized Personnel (FTE)	0	0	0	0		0		0	0

# MONTGOMERY COUNTY PUBLIC SCHOOLS CAPITAL CONSTRUCTION

## Division Description

The School Capital Construction Fund is used to fund the capital costs of future school capital project needs. Dollars earmarked for this fund will be used in future years for new school capital construction.

## Budget Discussion

- \$246,417 is Transferred to the Debt Service Fund for School Debt Service – \$246,417 is transferred to the Debt Service Fund for School Debt Service. In prior years, the County earmarked 4 cents of the tax rate for new school construction. The chart below shows the use of these funds over the past five fiscal years.

Total New School Construction Account	\$6,849,808
Used for Debt Service in FY 10	(\$1,873,545)
Used for Debt Service in FY 11	(\$1,893,883)
Used for Debt Service in FY 12	(\$1,455,683)
Used for Debt Service in FY 13	(\$932,223)
Used for Debt Service in FY 14	(\$246,417)
Interest Earned	<u>\$260,046</u>
Balance for Future Years	\$708,103

- \$1,400,000 is Provided for School Capital Needs – \$1,400,000 or 2 cents of the real estate tax rate has been earmarked for future school capital needs. These funds are held in a special capital fund separate from the School Operating Fund. These funds have been set aside for future school capital construction needs.

**MONTGOMERY COUNTY PUBLIC SCHOOLS CAPITAL CONSTRUCTION**

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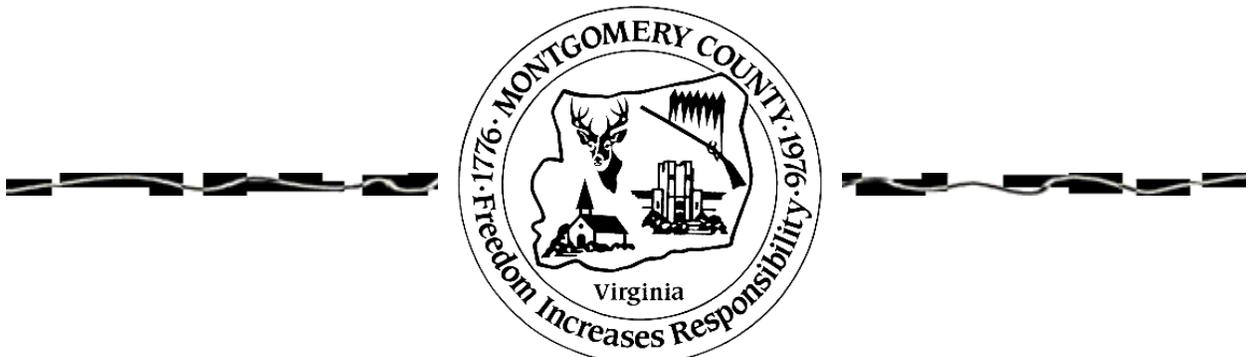
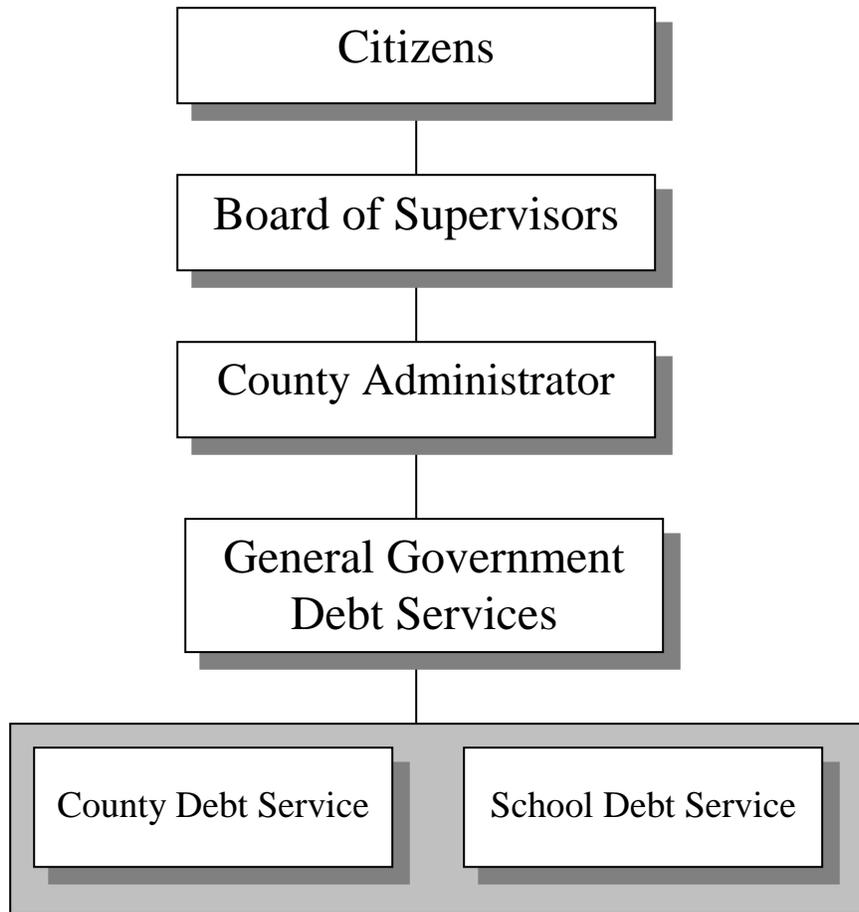
**Department Description and Financial Data**

**School Capital Construction**

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
School Capital Construction	\$ -	\$ -	\$ -	\$ -		\$ 1,400,000		\$ 1,400,000	\$ 1,400,000

# GENERAL GOVERNMENT DEBT SERVICES

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# GENERAL GOVERNMENT DEBT SERVICES

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
County Debt Service	\$ 6,147,963	\$ 6,140,687	\$ 6,044,304	\$ 6,044,304		\$ (75,489)		\$ 5,968,815	\$ (75,489)
School Debt Service	\$ 12,246,686	\$ 12,238,450	\$ 18,573,376	\$ 18,573,376		\$ (296,204)		\$ 18,277,172	\$ (296,204)
Reserve Funds	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 18,394,649</b>	<b>\$ 18,379,137</b>	<b>\$ 24,617,680</b>	<b>\$ 24,617,680</b>		<b>\$ (371,693)</b>		<b>\$ 24,245,987</b>	<b>\$ (371,693)</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Principal	\$ 11,236,800	\$ 11,237,450	\$ 12,784,600	\$ 12,784,600		\$ 540,330		\$ 13,324,930	\$ 540,330
Interest	\$ 7,122,849	\$ 7,122,197	\$ 11,798,080	\$ 11,798,080		\$ (912,023)		\$ 10,886,057	\$ (912,023)
Administrative Costs	\$ 35,000	\$ 19,490	\$ 35,000	\$ 35,000		\$ -		\$ 35,000	\$ -
Reserve Funds	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 18,394,649</b>	<b>\$ 18,379,137</b>	<b>\$ 24,617,680</b>	<b>\$ 24,617,680</b>		<b>\$ (371,693)</b>		<b>\$ 24,245,987</b>	<b>\$ (371,693)</b>
<b>REVENUE BY CLASSIFICATION</b>									
General Fund Transfer	\$ 15,623,985	\$ 15,672,541	\$ 21,988,985	\$ 21,988,985		\$ (79,982)		\$ 21,909,003	\$ (79,982)
School Capital Fund Transfer	\$ 1,455,683	\$ 1,455,683	\$ 932,223	\$ 932,223		\$ (685,806)		\$ 246,417	\$ (685,806)
School Energy Bond Savings	\$ -	\$ -	\$ -	\$ -		\$ 347,700		\$ 347,700	\$ 347,700
Courthouse Maintenance	\$ -	\$ -	\$ -	\$ -		\$ 79,982		\$ 79,982	\$ 79,982
County Capital Transfer	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Debt Service Fund Balance	\$ 175,000	\$ -	\$ 175,000	\$ 175,000		\$ -		\$ 175,000	\$ -
QSCB Interest Subsidy	\$ 1,003,906	\$ 1,075,913	\$ 1,347,447	\$ 1,347,447		\$ -		\$ 1,347,447	\$ -
Interest/Freed Up Debt Service Reserve	\$ 136,075	\$ -	\$ 174,025	\$ 174,025		\$ (33,587)		\$ 140,438	\$ (33,587)
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 18,394,649</b>	<b>\$ 18,204,137</b>	<b>\$ 24,617,680</b>	<b>\$ 24,617,680</b>		<b>\$ (371,693)</b>		<b>\$ 24,245,987</b>	<b>\$ (371,693)</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 18,394,649</b>	<b>\$ 18,379,137</b>	<b>\$ 24,617,680</b>	<b>\$ 24,617,680</b>		<b>\$ (371,693)</b>		<b>\$ 24,245,987</b>	<b>\$ (371,693)</b>

# GENERAL GOVERNMENT DEBT SERVICES

## Division Description

Included in the Debt Service Budget are principal, interest and administrative fees on long-term outstanding debt. Examples of such debt service accounts are those that are required for the issuance of the general obligation bonds to fund county and public schools, new constructions, building improvements and renovations and to fund other county capital improvements.

## Base Budget Discussion

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- No Notable Base Budget Adjustments

## Addenda and Reduction Discussion

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- (\$371,693) is Reduced from Existing Debt Costs – This adjustment is made to reflect the cost of principal, interest and administrative fees associated with long-term debt.

Both County and School principal costs will increase by a total of \$540,330; however, interest costs will decrease by (\$912,023) for a net decrease in FY 14 of (\$371,693).

Changes in funding for Debt Service include:

- The General Fund transfer is \$79,982 less than FY 13 which reflects the shift of Courthouse Maintenance Fees from the General Fund to the Debt Service Fund. These fees were increased in FY 10 to cover a portion of debt service costs associated with the new Courthouse.
- The use of funds generated by the four cents of the tax rate previously set aside decreased \$685,806, as planned.
- The planned use of debt service reserve funds decreased \$33,587 in accordance with the debt service reserve requirements set forth in the bond indenture.
- The Schools used energy performance bond proceeds to make facility improvements which generated energy cost savings. Funds made available through the savings result in \$347,700 which will be transferred from the School Operating Budget to the Debt Service Budget. This will cover debt service associate specifically with the energy bonds.

# GENERAL GOVERNMENT DEBT SERVICES

## Department Description and Financial Data

### County Debt Service

The County Debt Service budget includes principal, interest and administrative fees for all County long-term outstanding debt.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
County Debt Service	\$ 6,147,963	\$ 6,140,687	\$ 6,044,304	\$ 6,044,304		\$ (75,489)		\$ 5,968,815	\$ (75,489)

### School Debt Service

The School Debt Service budget includes principal, interest and administrative fees for all School long-term outstanding debt.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
School Debt Service	\$ 12,246,686	\$ 12,238,450	\$ 18,573,376	\$ 18,573,376		\$ (296,204)		\$ 18,277,172	\$ (296,204)

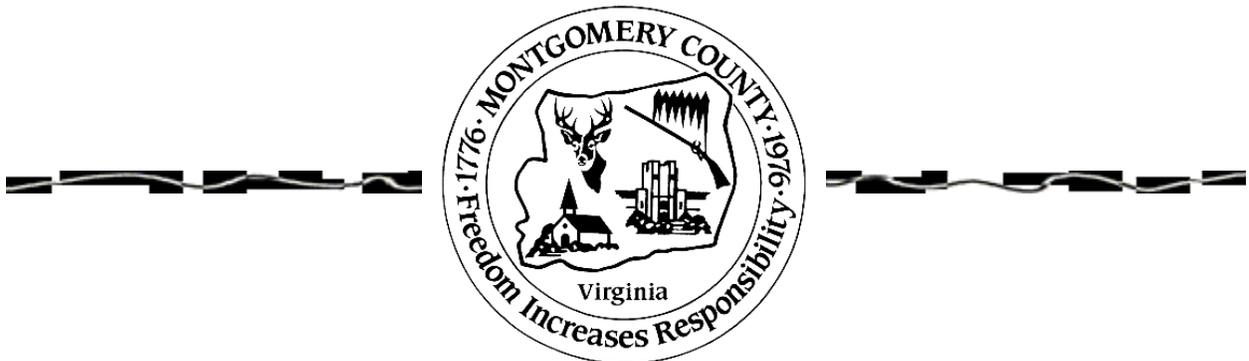
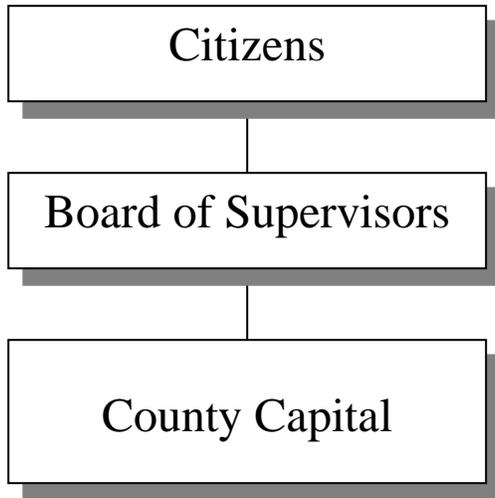
### Reserve Funds

The Reserve Funds budget includes funds transferred from the Board designated Debt Service Reserve Fund and the Rainy Day Fund. These funds will be used to cover a portion of the debt service payments through 2015, allowing the County to “shave the peak” of the debt service costs and alleviating the impact of debt service costs on the real estate tax rate.

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
Reserve Funds	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -

# MONTGOMERY COUNTY CAPITAL

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# MONTGOMERY COUNTY CAPITAL

## Budget Summary

	FY 12 Revised	FY 12 Actual	FY 13 Approved	FY 14 Base	+	FY 14 Addenda	=	FY 14 Recommended	Change App 13/ Rec. 14
<b>EXPENDITURES BY DEPARTMENT</b>									
County Capital	\$ 941,676	\$ 585,767	\$ 700,000	\$ 700,000		\$ -		\$ 700,000	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 941,676</b>	<b>\$ 585,767</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>		<b>\$ -</b>		<b>\$ 700,000</b>	<b>\$ -</b>
<b>EXPENDITURES BY CLASSIFICATION</b>									
Personal Services	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Operations & Maintenance	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Capital Outlay	\$ 941,676	\$ 585,767	\$ 700,000	\$ 700,000		\$ -		\$ 700,000	\$ -
<b>TOTAL EXPENDITURES</b>	<b>\$ 941,676</b>	<b>\$ 585,767</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>		<b>\$ -</b>		<b>\$ 700,000</b>	<b>\$ -</b>
<b>REVENUE BY CLASSIFICATION</b>									
Transfer from General Fund	\$ 847,902	\$ 847,902	\$ 700,000	\$ 700,000		\$ -		\$ 700,000	\$ -
Transfer from Law Library	\$ 93,774	\$ 93,774	\$ -	\$ -		\$ -		\$ -	\$ -
Fund Balance/Other Revenue	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
Transfer to Debt Service	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -
<b>TOTAL DESIGNATED REVENUE</b>	<b>\$ 941,676</b>	<b>\$ 941,676</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>		<b>\$ -</b>		<b>\$ 700,000</b>	<b>\$ -</b>
<b>TOTAL UNDESIGNATED REVENUE</b>	<b>\$ -</b>	<b>\$ (355,909)</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL REVENUES</b>	<b>\$ 941,676</b>	<b>\$ 585,767</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>		<b>\$ -</b>		<b>\$ 700,000</b>	<b>\$ -</b>

# MONTGOMERY COUNTY CAPITAL

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## **Division Description**

The County Capital Fund is used to fund the capital costs of future County capital project needs. Dollars earmarked for this fund will be used in future years for County capital needs.

## **Base Budget Discussion**

The base budget is the estimated minimum cost for providing continued services/operations for each division/department. It is based on the prior year proposed budget with adjustments. This budget shows how much it would cost in the next fiscal year to operate the same programs proposed in the current fiscal year.

- \$700,000 is Included for Fire and Rescue Capital – The base budget includes \$700,000 or one penny of the real estate tax rate for Fire and Rescue capital needs.

## **Addenda and Reduction Discussion**

Addenda consist of dollars over and above the base budget target for operating and capital. Proposed addenda items are generally for new and/or expanded services/initiatives. Reductions reflect dollars reduced in revenue and/or expense necessary to address a shortfall in the general fund revenue.

- No Addenda Added

# MONTGOMERY COUNTY CAPITAL

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## Department Description and Financial Data

### County Capital

	<u>FY 12 Revised</u>	<u>FY 12 Actual</u>	<u>FY 13 Approved</u>	<u>FY 14 Base</u>	+	<u>FY 14 Addenda</u>	=	<u>FY 14 Recommended</u>	<u>Change App 13/ Rec. 14</u>
<b>EXPENDITURES BY DEPARTMENT</b>									
County Capital	\$ 941,676	\$ 585,767	\$ 700,000	\$ 700,000		\$ -		\$ 700,000	\$ -