

**KEY WORKPLAN ITEMS**

1. Provide a range of financial services in a professional manner, consistent with receiving the Treasurers' Association of Virginia "Award of Accreditation" for eight consecutive years
2. Bill, collect and report Real Estate and Personal Property taxes, Business Professional and Occupational Licenses and Meals and Lodging taxes
3. Collect and report State Fiduciary Income and State Estimated Income taxes
4. Receive and report all revenue generated from user fees and other miscellaneous sources
5. Invest available funds in longer term investments to maximize interest earnings
6. Provide cash management services for the WJCC School System, Regional Jail, Juvenile Detention, Olde Towne Medical Center, WATA and Economic Development Authority
7. Provide multiple payment options such as on-line or over-the-counter credit and debit, local bank drop-off, Easy Pay pre-pay program, cash and check

**BUDGET SUMMARY**

		FY 11 Adopted		FY 12 Plan		FY 12 Adopted
Personnel	\$	771,378	\$	778,948	\$	743,912
Operating		292,200		294,500		294,300
Local Aid to State Government		9,517		9,517		9,600
Credits/Other		(17,360)		(17,360)		(19,473)
Total	\$	<u>1,055,735</u>	\$	<u>1,065,605</u>	\$	<u>1,028,339</u>

**PERSONNEL**

Full-time Personnel	12	12	11
Part-time Personnel	0	0	1

**PERFORMANCE MEASURES**

	FY 09 Actual	FY 10 Actual	FY 11 Adopted	FY 12 Adopted
# Real Estate tax payments processed	66,264	70,040	67,535	69,561
# Personal Property payments processed	146,684	143,487	153,189	157,785
# Business licenses payments processed	6,183	5,454	6,386	6,578

**BUDGET COMMENTS**

This budget reflects the change in a position from full-time status to part-time status. Some additional temporary hours have been added for assistance during peak payment times in June and December.

**NET COUNTY FUNDING**

		FY 11 Adopted		FY 12 Plan		FY 12 Adopted
Total Budget	\$	1,055,735	\$	1,065,605	\$	1,028,339
State/Other Revenue		(156,297)		(156,297)		(156,297)
Net County Funding	\$	<u>899,438</u>	\$	<u>909,308</u>	\$	<u>872,042</u>