

KEY WORKPLAN ITEMS

1. Serve as policy making board, and, within the framework of the Constitution and Code of Virginia, approve and enforce County's comprehensive plan and land use, set local tax rate, adopt annual operating and capital budgets, approve ordinances, and make appointments to various boards and commissions
2. Record and maintain official documents for Board of Supervisors and James City Service Authority Board of Directors, such as meeting minutes and related documents and other Boards and Commissions such as appointment lists, files and correspondence
3. Prepare and distribute Board of Supervisors and James City Service Authority Board of Directors agenda packets and materials
4. Notify the public about hearings and meetings as required by Code
5. Support Board of Supervisors and James City Service Authority Board of Directors by responding to or directing phone and mail inquiries to the appropriate person
6. Represent citizens from each of the County's five election districts: Berkeley, Jamestown, Powhatan, Roberts and Stonehouse
7. Hold regularly scheduled public meetings and work sessions and serve on other local and regional boards and commissions

BUDGET SUMMARY

		FY 13 Adopted		FY 14 Plan		FY 14 Adopted
Personnel	\$	113,934	\$	117,342	\$	109,829
Operating		82,900		82,900		86,300
Total	\$	<u>196,834</u>	\$	<u>200,242</u>	\$	<u>196,129</u>

PERSONNEL

Full-time Personnel	1	1	1
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PERFORMANCE MEASURES

	FY 11 Actual	FY 12 Actual	FY 13 Adopted	FY 14 Adopted
# Appointments made to boards and commissions	40	33	13	30
# Public Hearings	79	63	80	80

BUDGET COMMENTS

This budget reflects a reduction in printing expenses associated with moving to a paperless process with Board agendas.