

PURPOSE

The James City Service Authority finances, constructs, operates, and maintains public water and sewer systems within the Primary Service Area. Operational and maintenance responsibilities include wells, water distribution lines, sewage pumping stations, and sewage collection lines. Expenses are charged directly to a particular project or are allocated to the different operating areas as indirect costs. The Administration Fund allocation formula is based on the number of customers, system work orders, number of facilities, miles of water/sewer lines, and capital assets value. The current allocation provides for a ratio of 42 percent from Water Fund and 58 percent from Sewer Fund.

BUDGET SUMMARY

	FY 08 Budget	FY 09 Adopted	FY 10 Plan
<u>Expenses:</u>			
Personnel Expenses	\$ 4,108,923	\$ 4,495,029	\$ 4,694,816
Operating Expenses	1,516,194	1,653,905	1,673,046
Capital Outlay	70,000	110,000	35,000
Total	\$ <u>5,695,117</u>	\$ <u>6,258,934</u>	\$ <u>6,402,862</u>
<u>Allocation of Expenses:</u>			
Water Fund	\$ 2,391,949	\$ 2,628,752	\$ 2,689,202
Sewer Fund	3,303,168	3,630,182	3,713,660
Total	\$ <u>5,695,117</u>	\$ <u>6,258,934</u>	\$ <u>6,402,862</u>

PERSONNEL

Full-time	63	64	65
Part-Time Permanent	2	2	2
Interns	3	3	3

BUDGET COMMENTS

Administration expenses are reimbursed from the operating funds through utility consumption charges, water and sewer inspection fees, billing service charges, and office rent charged to James City County.

FY 2009 Comments

The FY 2009 Administrative Budget will increase 10 percent from the FY 2008 Budget. This increase is due to one new full-time permanent position (Underground Utility Section – Utility Operations Superintendent), salary adjustments consistent with those granted County employees, outsourcing the restoration of construction utility repair sites, outsourcing of the removal of trees and brush from utility easements, external mechanical and technical training requirements, and two ArcEditor software upgrades. Capital Equipment Outlay in FY 2009 includes replacement of one $\frac{3}{4}$ -ton utility truck and one 1-ton crane.

FY 2010 Comments

The FY 2010 Administrative Budget will increase 2.2 percent from the FY 2009 Proposed Budget. This increase is due to one new full-time permanent position (Engineering Division – Construction Inspector) and salary adjustments consistent with those granted County employees. Capital Equipment Outlay in FY 2010 includes replacement of one utility truck.