

## **INTRODUCTION**

The Individual Funds Section provides a detailed overview of General Fund and Utility Fund operating budgets for Fiscal Year 2007. All revenue and expenditures/expenses are categorized in accordance with the Chart of Accounts as required by the Commonwealth of Virginia - Auditor of Public Accounts "*Audit Specifications*". This provides for a consistent format of sources and uses of governmental funds for all Virginia localities. Summaries of revenues and expenditures of all Virginia localities are published each year in the "*Comparative Report of Local Government Revenue and Expenditures*" by the Auditor of Public Accounts.

## **CONTENTS**

	Page
General Fund Operating Budget - Revenue Detail.....	C2-C6
General Fund Operating Budget - Expenditure Detail.....	C6-C26
Performance Measurement – General Fund.....	C27-C77
Utility Fund Operating Budget - Revenue Detail.....	C78
Utility Fund Operating Budget - Expense Detail .....	C78-C81
Performance Measurement – Utility Fund .....	C82-C86
Staffing Levels - All Departments .....	C87-C89

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>FY 2004</u>	<u>ACTUAL</u> <u>FY 2005</u>	<u>BUDGET</u> <u>FY 2006</u>	<u>ESTIMATED</u> <u>FY 2006</u>	<u>ADOPTED</u> <u>FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>REVENUE FROM LOCAL SOURCES:</u></b>						
<b><u>REAL PROPERTY TAXES</u></b>						
001-0110-0101	CURRENT TAXES FY 2007	6,088,850	6,461,794	6,800,000	7,000,000	7,600,000
001-0110-0102	DELINQUENT TAXES	<u>69,234</u>	<u>64,726</u>	<u>30,000</u>	<u>51,000</u>	<u>50,000</u>
	TOTAL REAL PROPERTY TAXES	6,158,084	6,526,520	6,830,000	7,051,000	7,650,000
<b><u>PUBLIC SERVICES TAXES (REAL &amp; PERSONAL)</u></b>						
001-0110-0201	PUBLIC SERVICE CORP. - R.E. TAXES	287,017	315,568	300,000	281,000	281,000
001-0110-0203	PUBLIC SERVICE CORP. - P.P. TAXES	<u>0</u>	<u>609</u>	<u>600</u>	<u>0</u>	<u>0</u>
	TOTAL PUBLIC SERVICE TAXES	287,017	316,177	300,600	281,000	281,000
<b><u>PERSONAL PROPERTY TAXES</u></b>						
001-0110-0301	PERSONAL PROPERTY TAXES	1,058,688	1,027,380	990,000	1,100,000	1,140,000
001-0110-0302	DELINQUENT- PERSONAL PROPERTY TAXES	17,835	16,999	15,000	26,000	15,000
001-0110-0303	MOBILE HOME TAXES	<u>3,613</u>	<u>4,000</u>	<u>3,200</u>	<u>3,200</u>	<u>3,200</u>
	TOTAL PERSONAL PROPERTY TAXES	1,080,137	1,048,379	1,008,200	1,129,200	1,158,200
<b><u>BUSINESS PROPERTY TAXES</u></b>						
001-0110-0401	BUSINESS PERSONAL PROPERTY TAXES	1,242,883	1,252,235	1,260,000	1,130,000	1,130,000
001-0110-0402	DELINQ. - BUSINESS PERS. PROPERTY TAXES	<u>600</u>	<u>7,056</u>	<u>9,000</u>	<u>22,000</u>	<u>10,000</u>
	TOTAL BUSINESS PROPERTY TAXES	1,243,483	1,259,291	1,269,000	1,152,000	1,140,000
<b><u>PENALTIES AND INTEREST</u></b>						
001-0110-0601	PENALTIES - ALL PROPERTY TAXES	38,147	32,253	25,000	25,000	25,000
001-0110-0601A	NON-FILE FEES - P.P. TAXES	10,880	12,085	5,000	12,000	12,000
001-0110-0602	INTEREST - ALL PROPERTY TAXES	14,475	12,596	20,000	18,000	18,000
001-0110-0603	PENALTIES - ROOM AND MEAL TAXES	24,780	24,817	6,000	12,000	12,000
001-0110-0604	INTEREST - ROOM AND MEAL TAXES	1,960	1,947	2,000	2,000	2,000
001-0110-0605	PENALTIES - BUSINESS LICENSES	8,581	6,830	4,000	4,000	4,000
001-0110-0606	INTEREST - BUSINESS LICENSES	<u>2,026</u>	<u>842</u>	<u>2,000</u>	<u>500</u>	<u>500</u>
	TOTAL PENALTIES AND INTEREST	100,849	91,370	64,000	73,500	73,500
	<b><u>TOTAL GENERAL PROPERTY TAXES</u></b>	<b>8,869,568</b>	<b>9,241,737</b>	<b>9,471,800</b>	<b>9,686,700</b>	<b>10,302,700</b>
<b><u>OTHER LOCAL TAXES</u></b>						
<b><u>CONSUMER UTILITY TAXES</u></b>						
001-0120-0201	DOMINION POWER	180,296	181,450	200,000	200,000	200,000
001-0120-0202	VERIZON (LANDLINE)	112,703	93,285	100,000	80,000	80,000
001-0120-0202B	US LEC (LANDLINE)	6,429	7,187	4,000	4,000	4,000
001-0120-0202C	COX COMMUNICATIONS [LANDLINE]	18,346	27,016	20,000	30,000	30,000
001-0120-0202D	MISCELLANEOUS UTILITY TAXES	73,246	71,093	30,000	50,000	50,000
001-0120-0203	VIRGINIA NATURAL GAS	57,982	59,930	58,000	58,000	58,000
001-0120-0204	E-911 CHARGES	236,670	263,202	240,000	250,000	250,000
001-0120-0205	WIRELESS TELECOMM. TAXES	<u>139,414</u>	<u>258,868</u>	<u>185,000</u>	<u>190,000</u>	<u>190,000</u>
	TOTAL CONSUMER UTILITY TAXES	825,086	962,031	837,000	862,000	862,000
<b><u>BUSINESS LICENSE TAXES (BPOL)</u></b>						
001-0120-0301	CONTRACTING	174,495	228,647	185,000	220,000	220,000
001-0120-0302	RETAIL SALES	688,893	691,989	675,000	690,000	690,000
001-0120-0303	PROFESSIONAL	321,179	344,449	320,000	344,000	344,000
001-0120-0304	REPAIRS & PERSONAL BUSINESS	440,524	481,683	425,000	480,000	480,000
001-0120-0305	WHOLESALE	<u>3,368</u>	<u>2,645</u>	<u>3,000</u>	<u>2,600</u>	<u>2,600</u>
	TOTAL BUSINESS LICENSE TAXES	1,628,458	1,749,413	1,608,000	1,736,600	1,736,600

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>FRANCHISE LICENSE TAXES</u></b>						
001-0120-0401	CABLE TV	129,335	141,092	130,000	140,000	140,000
001-0120-0402	GAS & ELECTRIC	59,675	58,910	50,000	55,000	55,000
001-0120-0403	TELEPHONE	18,047	33,094	30,000	30,000	30,000
001-0120-0404	OTHER	<u>2,197</u>	<u>2,100</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
	TOTAL FRANCHISE LICENSE TAXES	209,254	235,196	212,000	227,000	227,000
001-0120-0600	BANK STOCK TAXES	112,958	118,772	130,000	125,000	125,000
001-0120-0701	RECORDATION TAXES	196,203	266,594	185,000	185,000	185,000
001-0120-0800	CIGARETTE TAXES	305,729	209,340	250,000	220,000	220,000
<b><u>ROOM &amp; MEAL TAXES</u></b>						
001-0121-0000	ROOM TAXES	3,996,782	3,695,937	3,900,000	3,710,000	3,825,000
001-0121-0050	\$2 LODGING TAX	0	1,582,047	1,800,000	1,800,000	1,800,000
001-0121-0100	MEAL TAXES	<u>5,393,776</u>	<u>5,367,745</u>	<u>5,500,000</u>	<u>5,370,000</u>	<u>5,475,000</u>
	TOTAL ROOM & MEAL TAXES	9,390,558	10,645,729	11,200,000	10,880,000	11,100,000
<b><u>TOTAL - OTHER LOCAL TAXES</u></b>		<u>12,668,246</u>	<u>14,187,075</u>	<u>14,422,000</u>	<u>14,235,600</u>	<u>14,455,600</u>
<b><u>TOTAL - ALL TAXES</u></b>		21,537,815	23,428,812	23,893,800	23,922,300	24,758,300
<b><u>LICENSES AND PERMITS</u></b>						
001-0130-0100	DOG LICENSES	940	1,110	500	1,000	1,000
001-0130-0302	RENTAL INSPECTION FEES	17,235	4,700	3,000	1,400	3,000
001-0130-0303	ON STREET PARKING PERMITS	2,075	5,148	5,100	5,400	5,400
001-0130-0304	LAND USE APPLICATION FEES	4,500	1,100	2,000	4,700	2,000
001-0130-0305	TRANSFER FEES	489	455	300	615	300
001-0130-0306	ZONING ADVERTISING FEES	1,500	2,350	2,000	2,000	2,000
001-0130-0307	ZONING & SUBDIVISION PERMITS	385	470	1,500	1,500	1,500
001-0130-0308	BUILDING PERMITS	117,546	98,288	85,000	110,000	105,000
001-0130-0309	BUILDING INSPECTION FEES	1,830	1,760	1,000	1,000	1,000
001-0130-0310	ELECTRICAL PERMITS	42,268	38,663	28,000	28,000	32,000
001-0130-0311	ELECTRICAL INSPECTION FEES	280	880	400	700	600
001-0130-0312	PLUMBING PERMITS	40,100	28,796	24,000	22,000	28,000
001-0130-0313	PLUMBING INSPECTION FEES	680	960	400	700	600
001-0130-0314	MECHANICAL PERMITS	35,659	28,791	22,000	22,000	26,000
001-0130-0314A	MECHANICAL INSPECTION PERMITS	160	920	400	200	400
001-0130-0315	STREET VACATION PERMITS	150	0	0	21,477	0
001-0130-0319	SIGN PERMITS & INSPECTION FEES	1,565	1,490	1,600	1,600	1,600
001-0130-0320	RIGHT OF WAY PERMITS	3,660	3,220	1,500	1,500	1,500
001-0130-0322	ELEVATOR PERMITS	6,570	7,035	3,000	3,000	3,000
001-0130-0323	OCCUPANCY PERMITS	3,038	3,278	3,000	1,800	3,000
001-0130-0324	EROSION & SEDIMENT CONTROL PERMITS	520	590	400	300	4,000
001-0130-0327	SOLICITOR PERMITS-BINGO,RAFFLE	605	135	500	500	500
001-0130-0331	TAXI DRIVER	470	420	400	850	450
001-0130-0333	FIRE PREVENTION	250	200	300	200	200
001-0130-0334	GOING OUT OF BUSINESS	0	45	0	15	0
001-0130-0335	FIRE PROTECTION	8,765	4,822	2,500	7,000	15,000
001-0130-0335A	FIRE PROTECTION INSPECTION	150	225	300	0	300
001-0130-0336	REZONING	0	8,661	0	1,280	0
001-0130-0340	TOUR GUIDES	2,200	2,800	1,500	1,500	1,500
001-0130-0349	SITE PLAN REVIEW FEES	3,590	2,550	4,000	8,085	4,000

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-0130-0350	BUILDING PLAN REVIEW FEES	0	0	300	0	0
001-0130-0405	GAS PERMITS	8,633	6,801	5,000	4,000	5,000
001-0130-0406	GAS INSPECTION FEES	<u>120</u>	<u>280</u>	<u>100</u>	<u>300</u>	<u>200</u>
	TOTAL LICENSES AND PERMITS	305,932	256,943	200,000	254,622	249,050
<b><u>FINES</u></b>						
001-0140-0101	COURT FINES	163,398	145,705	160,000	150,000	150,000
001-0140-0102	PARKING FINES	90,360	86,577	80,000	80,000	80,000
001-0140-0103	CODE VIOLATIONS	<u>828</u>	<u>1,875</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
	TOTAL FINES	254,586	234,157	241,300	231,300	231,300
<b><u>REVENUE FROM USE OF MONEY &amp; PROPERTY</u></b>						
001-0150-0101	INTEREST EARNINGS	124,491	385,444	570,000	600,000	775,000
001-0150-0201	RENT - GENERAL PROPERTY	118,660	71,947	49,500	51,000	50,000
001-0150-0201A	RENT- LONGHILL PROPERTY	7,395	8,610	9,000	7,400	7,200
001-0150-0201B	RENT- CITY SQUARE - LOTS 1,2,3	36,908	38,013	39,000	34,000	40,000
001-0150-0202	RENT - COMMUNITY BLDG.	32,206	39,923	35,000	38,700	40,000
001-0150-0203	RENT- MUNICIPAL CENTER	14,466	15,651	15,600	15,600	15,600
001-0150-0204	RENT - PARKING FEES - PGP	22,536	146,993	150,000	190,000	190,000
001-0150-0205	SALE OF SCHL BUS,PD CARS, GOVT	0	0	8,000	16,100	25,000
001-0150-0207	RENT - TRANSPORTATION CENTER	49,000	48,350	55,600	52,810	115,500
001-0150-0207A	COMMISSIONS-TRANSPORTATION CENTER	1,386	1,755	1,000	1,892	1,800
001-0150-0208	RENT - STRYKER BLDG	<u>3,400</u>	<u>6,950</u>	<u>6,000</u>	6,200	<u>6,500</u>
	TOTAL- USE OF MONEY & PROPERTY	410,448	763,636	938,700	1,013,702	1,266,600
<b><u>CHARGES FOR SERVICES</u></b>						
001-0160-0103	SHERIFFS FEES	1,366	1,366	1,366	1,366	1,366
001-0160-0201	COMMONWEALTH ATTORNEY FEES	<u>413</u>	<u>412</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL CHARGES FOR SERVICES	1,779	1,778	1,866	1,866	1,866
<b><u>CHARGES FOR PARKS &amp; RECREATION</u></b>						
001-0161-0302	SWIMMING POOL FEES	6,342	5,379	7,000	5,900	5,500
001-0161-0303	TENNIS FEES	10,352	11,959	12,500	8,300	11,400
001-0161-0304	WALLER MILL PARK	44,111	51,361	45,000	50,100	50,000
001-0161-0305	VENDING MACHINES	4,153	3,844	8,000	3,700	3,500
001-0161-0306	CLASSES	49,769	42,804	60,000	36,000	35,000
001-0161-0307	ATHLETICS	133,219	168,737	140,000	168,000	170,000
001-0161-0308	MISCELLANEOUS	13,386	17,459	10,000	19,000	15,000
001-0161-0309	WALLER MILL PARK - DOG PARK	4,901	5,075	7,000	8,300	7,500
001-0161-0310	WALLER MILL PARK - PROGRAMS	200	600	1,500	1,300	1,000
001-0161-0311	WALLER MILL PARK - RETAIL SALES	<u>4,271</u>	<u>9,773</u>	<u>6,000</u>	<u>6,200</u>	<u>6,000</u>
	TOTAL CHARGES - PARKS & RECREATION	270,705	316,991	297,000	306,800	304,900
<b><u>CHARGES-PLANNING &amp; COMM. DEVELOPMENT</u></b>						
001-0161-0601	SALE OF MAPS, SURVEYS, ETC	1,229	1,992	300	1,000	1,000
001-0161-0602	SALE OF PUBLICATIONS	1,205	140	1,000	1,150	1,000
001-0161-0603	SALE OF CEMETERY LOTS	19,526	22,450	20,000	20,000	20,000
001-0161-0604	GRAVE OPENINGS	18,350	17,200	20,000	20,000	20,000
001-0161-0605	GRAVE STONE FOUNDATIONS	<u>5,050</u>	<u>4,475</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
	TOTAL CHARGES-PLAN. & COMM. DEV.	45,360	46,257	45,800	46,650	46,500

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>FY 2004</u>	<u>ACTUAL</u> <u>FY 2005</u>	<u>BUDGET</u> <u>FY 2006</u>	<u>ESTIMATED</u> <u>FY 2006</u>	<u>ADOPTED</u> <u>FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>MISCELLANEOUS</u></b>						
001-0180-0304	COMMISSIONS	57	10	0	0	0
001-0189-0902	PAYMENTS IN LIEU OF TAXES	69,744	70,852	70,000	70,000	70,000
001-0189-0905	EMS RECOVERY FEES	0	0	250,000	140,000	250,000
001-0189-0910	SALE OF HISTORY BOOK	160	120	0	200	120
001-0189-0915	WORKERS COMP REIMBURSEMENTS	0	2,382	0	0	0
001-0189-0916	OTHER	19,968	26,137	15,000	15,000	15,000
001-0189-0917	ECONOMIC DEVELOPMENT AUTHORITY	0	0	400	0	0
001-0189-0919	ROYALTIES	526	741	500	500	500
001-0189-0920	COLLECTION ADM FEES	300	25	300	0	0
001-0189-0925	PORT ANNE MTCE FEES	6,017	6,218	6,200	6,428	6,500
001-0189-0930	DEBT SET-OFF ADMIN FEES	619	430	500	100	100
001-0190-0006	INSURANCE DIVIDENDS-REFUNDS	<u>46,879</u>	<u>3,206</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL MISCELLANEOUS	144,270	110,121	342,900	232,228	342,220
<b><u>REVENUE FROM THE COMMONWEALTH</u></b>						
<b><u>NON-CATEGORICAL AID</u></b>						
001-0220-0101	ABC PROFITS	18,297	7,034	7,034	7,034	7,034
001-0220-0102	WINE TAXES	11,342	7,373	7,373	7,373	7,373
001-0220-0105	MOBILE HOME TITLING TAXES	1,489	96	580	400	400
001-0220-0106	TAX ON DEEDS (GRANTORS TAX)	60,455	49,884	64,133	57,489	57,489
001-0220-0107	ROLLING STOCK TAXES	6,773	6,906	5,080	5,158	5,158
001-0220-0108	RENTAL CAR TAXES	7,938	5,737	7,500	7,500	7,500
001-0220-0109	ABANDONED VEHICLES	<u>200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL NON-CATEGORICAL AID	106,494	77,030	91,700	84,954	84,954
<b><u>SHARED COSTS</u></b>						
001-0230-0300	COMMISSIONER OF REVENUE	69,689	71,946	67,000	75,145	75,145
001-0230-0400	TREASURER	18,983	19,556	18,000	20,580	20,580
001-0230-0500	MEDICAL EXAMINER	270	450	120	270	270
001-0230-0600	REGISTRAR / ELECTORAL BOARD	<u>36,985</u>	<u>44,049</u>	<u>38,000</u>	<u>44,000</u>	<u>44,000</u>
	TOTAL SHARED COSTS	125,927	136,001	123,120	139,995	139,995
<b><u>EDUCATION</u></b>						
001-0240-0201	STATE SALES TAX	559,110	657,483	707,940	721,833	790,951
<b><u>OTHER CATEGORICAL AID</u></b>						
001-0240-0401	599 FUNDS	304,172	340,364	366,765	366,765	441,821
001-0240-0406	STREET & SIDEWALKS	1,131,859	1,169,565	1,169,564	1,229,662	1,229,662
001-0240-0407	FIRE PROGRAMS	17,902	0	16,000	0	0
001-0240-0408	EMS FUNDS-4 FOR LIFE	6,176	6,742	5,500	5,500	11,000
001-0240-0411	LITTER PREVENTION & RECYCLING	4,495	4,375	4,375	6,568	6,568
001-0240-0415	WIRELESS E-911 FUNDING	<u>76,055</u>	<u>34,032</u>	<u>0</u>	<u>10,000</u>	<u>10,000</u>
	TOTAL OTHER CATEGORICAL AID	1,540,659	1,555,078	1,562,204	1,618,495	1,699,051
<b><u>TOTAL REVENUE FROM THE COMMONWEALTH</u></b>		2,332,191	2,425,592	2,484,964	2,565,277	2,714,951

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL</u> <u>FY 2004</u>	<u>ACTUAL</u> <u>FY 2005</u>	<u>BUDGET</u> <u>FY 2006</u>	<u>ESTIMATED</u> <u>FY 2006</u>	<u>ADOPTED</u> <u>FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>NON-REVENUE RECEIPTS</u></b>						
001-0410-0100	INSURANCE RECOVERIES	0	30,772	0	0	0
001-0410-0400	JOINT ACTIVITIES	4,196	4,498	4,000	4,000	4,000
001-0410-0500	ENTERPRISE FUND-OVERHEAD	512,485	541,359	510,000	540,000	540,000
001-0410-0600	ARTS COMMISSION	69,175	73,150	73,375	73,375	72,885
001-0410-0650	COURTHOUSE MAINTNENACE FUNDS	0	0	0	0	50,000
001-0410-0700	JAMESTOWN 2007 ARTS GRANT - JCC & YORK	0	0	0	0	53,200
001-0410-0800	OVERTIME/POLICE SERVICES	28,013	33,953	14,000	14,000	14,000
001-0410-0900	OVERTIME/FIRE SERVICES	<u>8,055</u>	<u>11,073</u>	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>
	TOTAL NON-REVENUE RECEIPTS	621,923	694,805	609,775	639,775	742,485
TOTAL OPERATING REVENUES BEFORE FUND TRANSFERS		25,925,010	28,279,092	29,056,105	29,214,520	30,658,172
<b><u>TRANSFERS</u></b>						
	TRANSFER - FROM (TO) SURPLUS	(1,138,869)	(1,199,604)	35,465	(304,776)	181,771
<b><u>TOTAL GENERAL FUND REVENUES</u></b>		<u>24,786,141</u>	<u>27,079,488</u>	<u>29,091,570</u>	<u>28,909,744</u>	<u>30,839,943</u>
<b><u>EXPENDITURES</u></b>						
<b><u>CITY COUNCIL</u></b>						
001-1101-1001	SALARIES	38,400	38,400	38,400	38,400	38,400
001-1101-2001	FICA	2,938	2,938	2,938	2,938	2,938
001-1101-2016	TRAINING	21	0	0	0	0
001-1101-3002	PROFESSIONAL SERVICES- AUDIT	40,635	40,635	42,000	42,000	40,000
001-1101-3006	PRINTING / NEWSLETTER	8,930	9,597	20,000	20,000	20,000
001-1101-3007	ADVERTISING	2,724	4,704	3,000	3,000	3,000
001-1101-3008	SPECIAL EVENTS	3,807	3,934	4,000	4,000	6,000
001-1101-5201	POSTAGE	1,065	1,876	7,000	7,000	3,000
001-1101-5307	PUBLIC OFFICIAL LIABILITY	5,000	6,939	7,200	7,200	9,580
001-1101-5401	OFFICE SUPPLIES	1,724	1,831	2,000	2,000	2,000
001-1101-5413	OTHER OPERATING SUPPLIES	4,772	5,296	5,000	5,000	5,000
001-1101-5501	TRAVEL -MILEAGE	321	597	325	325	325
001-1101-5504	TRAVEL -CONVENTION & EDUCATION	5,227	3,632	5,000	5,000	5,000
001-1101-5801	DUES & ASSOCIATION MEMBERSHIPS	7,998	8,523	9,000	9,000	9,000
001-1101-5869	MAYOR'S CONTINGENCY	3,195	6,090	4,000	4,000	4,000
001-1101-5870	AFTER PROM PARTY	250	250	500	500	500
001-1101-7007	ADP EQUIPMENT	<u>240</u>	<u>1,484</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
	TOTAL COUNCIL	127,247	136,724	151,563	151,563	149,943
<b><u>CLERK OF COUNCIL</u></b>						
001-1102-1001	SALARIES & WAGES	53,630	55,573	57,516	57,516	59,728
001-1102-2001	FICA	4,207	4,368	4,400	4,400	4,569
001-1102-2002	RETIREMENT [VRS]	5,265	7,803	8,115	8,115	9,622
001-1102-2005	HOSPITALIZATION	1,715	1,205	1,200	1,200	1,200
001-1102-2006	GROUP INSURANCE	0	0	0	0	721
001-1102-2010	WORKERS COMPENSATION	22	14	23	23	25
001-1102-2016	TRAINING	416	499	1,000	1,000	1,000
001-1102-3006	ORDINANCES	3,273	7,047	8,000	8,000	8,000
001-1102-5201	POSTAGE	374	5	0	0	0
001-1102-5401	OFFICE SUPPLIES	721	782	900	900	900

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-1102-5413	OTHER OPERATING SUPPLIES	1,509	490	800	800	800
001-1102-5501	TRAVEL -MILEAGE	104	0	300	300	300
001-1102-5504	TRAVEL -CONVENTION & EDUCATION	1,682	1,607	2,000	2,000	2,000
001-1102-5801	DUES & ASSOCIATION MEMBERSHIPS	225	190	300	300	300
001-1102-7007	ADP EQUIPMENT	<u>0</u>	<u>593</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL CLERK OF COUNCIL	73,144	80,174	85,053	85,054	89,665
<b><u>CITY MANAGER</u></b>						
001-1201-1001	SALARIES & WAGES	275,741	284,502	355,600	355,600	313,236
001-1201-1003	PART-TIME SALARIES & WAGES	3,028	1,630	19,000	19,000	19,000
001-1201-2001	FICA	18,566	20,142	24,400	24,400	25,416
001-1201-2002	RETIREMENT [VRS]	25,964	39,692	50,171	50,500	50,459
001-1201-2005	HOSPITALIZATION	10,839	8,743	26,600	22,000	24,200
001-1201-2006	GROUP INSURANCE	0	0	0	0	3,784
001-1201-2010	WORKERS COMPENSATION	307	270	285	291	320
001-1201-3001	PROFESSIONAL SERVICES-HEALTH	1,278	153	0	1,988	2,500
001-1201-3006	PRINTING	533	393	700	700	500
001-1201-3007	ADVERTISING	0	100	0	0	100
001-1201-5201	POSTAGE	1,750	2,035	2,200	2,200	2,200
001-1201-5203	TELECOMMUNICATION	7,218	7,625	6,000	6,000	6,000
001-1201-5305	MOTOR VEHICLE INSURANCE	492	710	800	800	800
001-1201-5307	PUBLIC OFFICIAL LIABILITY	0	-4,796	5,500	5,500	7,185
001-1201-5308	GENERAL LIABILITY	330	278	400	400	400
001-1201-5401	OFFICE SUPPLIES	3,620	3,139	4,000	4,000	3,500
001-1201-54081	CAR & TRUCK SUPPLIES	155	279	300	300	300
001-1201-54083	GAS & OIL	560	575	500	500	500
001-1201-5411	BOOKS & SUBSCRIPTIONS	152	565	300	300	400
001-1201-5413	OTHER OPERATING SUPPLIES	2,858	3,480	4,000	4,000	4,000
001-1201-5501	TRAVEL -MILEAGE	479	563	500	500	600
001-1201-5504	TRAVEL -CONVENTION & EDUCATION	5,841	11,724	8,000	8,000	9,000
001-1201-5801	DUES & ASSOCIATION MEMBERSHIPS	3,327	4,561	5,000	5,000	5,000
001-1201-7002	FURNITURE & FIXTURES	698	1,818	1,500	1,500	1,500
001-1201-7007	ADP EQUIPMENT	<u>767</u>	<u>1,738</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	TOTAL CITY MANAGER	364,504	389,918	517,257	514,979	482,399
<b><u>NON-DEPARTMENTAL</u></b>						
001-1202-5869	OPERATING CONTINGENCY	135,021	17,348	95,408	95,408	100,000
001-1202-5875	ECONOMIC DEVELOPMENT CONTINGENCY	0	0	0	0	50,000
001-1202-5880	QUEST	2,768	1,760	3,000	3,000	2,000
001-1202-5885	SELF PROGRAM	0	0	0	0	2,500
001-1202-5886	COURTHOUSE MAINTENANCE PROJECTS	0	0	0	0	50,000
001-1202-5888	EMPLOYEE BENEFIT INITIATIVE	0	0	0	0	20,000
001-1202-5890	RETIREE HEALTH SUPPLEMENT	<u>18,360</u>	<u>18,848</u>	<u>30,000</u>	<u>34,800</u>	<u>36,000</u>
	TOTAL OPERATING CONTINGENCY	156,149	37,956	128,408	133,208	260,500
<b><u>ECONOMIC DEVELOPMENT</u></b>						
001-1203-1001	SALARIES	0	0	0	0	63,961
001-1203-2001	FICA	0	0	0	0	4,893
001-1203-2002	RETIREMENT [VRS]	0	0	0	0	10,303
001-1203-2005	HOSPITALIZATION	0	0	0	0	1,200
001-1203-2006	GROUP INSURANCE	0	0	0	0	773
001-1203-2010	WORKERS COMPENSATION	0	0	0	0	50
001-1203-2016	TRAINING	0	0	0	0	2,675
001-1203-3007	ADVERTISING	0	0	0	0	250

**CITY OF WILLIAMSBURG - FISCAL YEAR 2007**

**General Fund Operating Budget**

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-1203-3008	MARKETING	0	0	0	0	15,000
001-1203-3009	EXISTING BUSINESS PROGRAMS	0	0	0	0	6,000
001-1203-5501	TRAVEL -MILEAGE	0	0	0	0	200
001-1203-5504	TRAVEL -CONVENTION & EDUCATION	0	0	0	0	1,700
001-1203-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,300</u>
	TOTAL ECONOMIC DEVELOPMENT	0	0	0	0	108,305
<b><u>CITY ATTORNEY</u></b>						
001-1204-3002	CITY ATTORNEY-RETAINER	39,000	39,000	39,600	39,600	39,600
001-1204-3004	CITY ATTORNEY - NON-RETAINER	123,795	128,691	50,000	50,000	50,000
001-1204-3005	OTHER LEGAL FEES	40,618	59,956	35,000	35,000	35,000
001-1204-8002	LEASE/RENT OF BUILDINGS	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>	<u>600</u>
	TOTAL CITY ATTORNEY	204,013	228,247	125,200	125,200	125,200
<b><u>COMMISSIONER OF THE REVENUE</u></b>						
001-1209-1001	SALARIES & WAGES	110,718	113,305	117,903	117,903	122,840
001-1209-1003	PARTTIME SALARIES & WAGES	1,170	1,400	5,000	5,000	5,000
001-1209-2001	FICA	8,471	8,729	9,402	9,402	9,780
001-1209-2002	RETIREMENT [VRS]	10,897	16,011	16,754	16,500	19,931
001-1209-2005	HOSPITALIZATION	11,019	11,747	13,651	12,120	13,400
001-1209-2010	WORKERS COMPENSATION	110	0	120	120	120
001-1209-2016	TRAINING	185	176	600	500	500
001-1209-30043	MAINTENANCE, OFFICE EQUIPMENT	111	200	300	300	300
001-1209-3005	MAINTENANCE, SERVICE CONTRACTS	85	85	85	0	0
001-1209-3006	PRINTING	995	961	2,400	2,400	2,400
001-1209-3007	ADVERTISING	0	0	200	0	0
001-1209-5201	POSTAGE	5,432	4,325	3,400	4,000	4,000
001-1209-5203	TELECOMMUNICATION	5,167	5,569	4,800	4,800	4,800
001-1209-5401	OFFICE SUPPLIES	1,378	954	1,000	1,000	1,100
001-1209-5411	BOOKS & SUBSCRIPTIONS	650	446	700	700	700
001-1209-5413	OTHER OPERATING SUPPLIES	179	837	300	300	300
001-1209-5501	TRAVEL -MILEAGE	89	97	200	200	200
001-1209-5504	TRAVEL -CONVENTION & EDUCATION	1,146	610	1,400	1,400	1,400
001-1209-5801	DUES & ASSOCIATION MEMBERSHIPS	100	305	400	400	400
001-1209-7007	ADP EQUIPMENT	<u>807</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL COMMISSIONER OF THE REVENUE	158,706	165,755	178,616	177,045	187,171
<b><u>ASSESSOR</u></b>						
001-1210-1001	SALARIES & WAGES	86,928	90,900	93,784	93,000	97,744
001-1210-1003	PARTTIME WAGES	746	0	0	0	0
001-1210-2001	FICA	6,322	6,882	7,174	7,032	7,477
001-1210-2002	RETIREMENT [VRS]	5,723	12,723	13,232	13,260	15,745
001-1210-2005	HOSPITALIZATION	4,730	5,135	11,400	10,400	11,400
001-1210-2006	GROUP INSURANCE	0	0	0	0	1,181
001-1210-2010	WORKERS COMPENSATION	969	1,012	1,062	1,090	1,144
001-1210-2013	EDUCATION ASSISTANCE	800	0	1,000	0	0
001-1210-2016	TRAINING	47	0	0	0	0
001-1210-3002	PROFESSIONAL SERVICES	4,295	938	1,200	1,200	1,200
001-1210-30043	MAINTENANCE, OFFICE EQUIPMENT	30	0	200	200	200
001-1210-3005	MAINTENANCE, SERVICE CONTRACTS	4,233	5,698	5,000	5,000	5,000
001-1210-3006	PRINTING	518	322	400	400	400
001-1210-3007	ADVERTISING	0	0	300	300	300
001-1210-5201	POSTAGE	1,200	1,404	1,200	1,400	1,400
001-1210-5203	TELECOMMUNICATION	2,142	2,342	1,800	1,700	1,700



## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-1210-5305	MOTOR VEHICLE INSURANCE	524	473	550	459	480
001-1210-5307	PUBLIC OFFICIAL LIABILITY	0	5,204	5,300	7,185	7,540
001-1210-5308	GENERAL LIABILITY	500	0	0	0	0
001-1210-5401	OFFICE SUPPLIES	1,340	638	600	600	600
001-1210-54081	CAR & TRUCK SUPPLIES	96	28	200	200	200
001-1210-54083	GAS & OIL	489	884	600	800	800
001-1210-5411	BOOKS & SUBSCRIPTIONS	41	45	100	100	100
001-1210-5413	OTHER OPERATING SUPPLIES	509	1,181	700	700	700
001-1210-5501	TRAVEL -MILEAGE	104	0	100	100	100
001-1210-5504	TRAVEL -CONVENTION & EDUCATION	1,093	439	1,500	1,500	1,500
001-1210-5801	DUES & ASSOCIATION MEMBERSHIPS	20	20	200	200	200
001-1210-7002	FURNITURE & FIXTURES	1,500	353	0	0	0
001-1210-7007	ADP EQUIPMENT	<u>2,447</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	TOTAL ASSESSOR	127,346	136,623	147,602	146,826	157,111
<b><u>TREASURER</u></b>						
001-1213-1001	SALARIES & WAGES	27,835	28,489	29,400	27,200	27,400
001-1213-1003	PARTTIME SALARIES & WAGES	1,575	2,267	2,500	2,500	2,500
001-1213-2001	FICA	2,343	2,425	2,400	2,300	2,288
001-1213-2002	RETIREMENT [VRS]	2,762	4,043	4,046	3,900	4,458
001-1213-2005	HOSPITALIZATION	1,210	1,205	1,200	1,080	1,200
001-1213-2010	WORKERS COMPENSATION	22	0	23	23	25
001-1213-2016	TRAINING	0	50	1,000	1,000	1,000
001-1213-3004	REPAIR & MAINTENANCE	0	0	100	100	100
001-1213-30043	MAINTENANCE, OFFICE EQUIPMENT	964	0	250	250	250
001-1213-5201	POSTAGE	1,291	157	300	300	300
001-1213-5203	TELECOMMUNICATION	3,124	3,514	3,000	3,000	3,000
001-1213-5306	SURETY BONDS	0	0	500	500	500
001-1213-5401	OFFICE SUPPLIES	564	327	500	500	500
001-1213-5501	TRAVEL -MILEAGE	82	17	300	300	300
001-1213-5504	TRAVEL -CONVENTION & EDUCATION	920	1,193	1,800	1,800	1,800
001-1213-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>345</u>	<u>155</u>	<u>300</u>	<u>300</u>	<u>300</u>
	TOTAL TREASURER	43,036	43,842	47,619	45,053	45,921
<b><u>FINANCE</u></b>						
001-1214-1001	SALARIES & WAGES	506,821	532,555	532,103	525,000	553,716
001-1214-1003	PARTTIME SALARIES & WAGES	1,784	2,769	2,000	2,000	5,000
001-1214-2001	FICA	37,925	39,459	40,859	40,800	42,742
001-1214-2002	RETIREMENT [VRS]	52,684	74,785	75,190	73,800	89,343
001-1214-2005	HOSPITALIZATION	62,673	63,188	63,800	58,000	63,800
001-1214-2006	GROUP INSURANCE	0	1,087	0	0	6,699
001-1214-2010	WORKERS COMPENSATION	1,194	0	1,140	1,090	1,200
001-1214-2013	EDUCATION ASSISTANCE	0	0	600	600	3,200
001-1214-2016	TRAINING	603	2,624	4,000	4,000	2,000
001-1214-3002	PROFESSIONAL SERVICES	28,109	18,205	35,000	35,000	30,000
001-1214-30043	MAINTENANCE, OFFICE EQUIPMENT	100	934	1,000	1,000	1,000
001-1214-3005	MAINTENANCE, SERVICE CONTRACTS	10,000	6,000	8,000	8,000	8,000
001-1214-3006	PRINTING	7,473	5,425	8,000	8,000	8,000
001-1214-3007	ADVERTISING	639	281	400	400	400
001-1214-5201	POSTAGE	6,906	9,899	7,500	7,500	8,500
001-1214-5203	TELECOMMUNICATION	12,034	12,480	10,000	10,000	10,000
001-1214-5305	MOTOR VEHICLE INSURANCE	524	473	500	500	500
001-1214-5306	SURETY BONDS	500	683	220	220	220
001-1214-5307	PUBLIC OFFICIAL LIABILITY	0	1,041	1,090	1,090	1,550

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-1214-5308	GENERAL LIABILITY	1,050	1,112	1,168	1,168	1,300
001-1214-5401	OFFICE SUPPLIES	5,670	7,309	7,000	7,000	7,000
001-1214-54081	CAR & TRUCK SUPPLIES	0	0	100	100	100
001-1214-54083	GAS & OIL	34	460	200	200	200
001-1214-5411	BOOKS & SUBSCRIPTIONS	349	731	800	800	800
001-1214-5413	OTHER OPERATING SUPPLIES	4,532	2,859	3,000	3,000	2,000
001-1214-5501	TRAVEL -MILEAGE	79	211	800	800	400
001-1214-5504	TRAVEL -CONVENTION & EDUCATION	1,972	5,150	8,500	8,500	6,500
001-1214-5801	DUES & ASSOCIATION MEMBERSHIPS	975	584	800	800	800
001-1214-7002	FURNITURE & FIXTURES	638	4,000	4,000	4,000	2,000
001-1214-7007	ADP EQUIPMENT	<u>2,002</u>	<u>273</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	TOTAL FINANCE	747,270	794,577	819,269	804,868	858,470
<b><u>CITY SHOP</u></b>						
001-1221-1001	SALARIES & WAGES	111,638	105,923	115,031	115,000	120,685
001-1221-1002	SALARIES & WAGES OVERTIME	0	0	750	750	750
001-1221-2001	FICA	8,284	8,071	8,857	8,800	9,290
001-1221-2002	RETIREMENT [VRS]	10,741	14,801	16,230	16,230	19,441
001-1221-2005	HOSPITALIZATION	14,098	13,863	16,500	16,500	18,150
001-1221-2006	GROUP INSURANCE	0	0	0	0	1,458
001-1221-2010	WORKERS COMPENSATION	2,345	2,437	2,558	2,543	2,670
001-1221-2016	TRAINING	344	275	1,000	1,000	1,000
001-1221-30041	MAINTENANCE, CARS & TRUCKS	30	281	275	275	275
001-1221-30042	MAINTENANCE, BUILDINGS	3,661	10,807	4,500	13,305	5,000
001-1221-30044	MAINTENANCE, POWERED EQUIPMENT	0	250	1,000	1,000	1,000
001-1221-3005	MAINTENANCE, SERVICE CONTRACTS	1,684	1,770	1,600	1,600	1,600
001-1221-3007	ADVERTISING	0	459	0	0	0
001-1221-3008	LAUNDRY & DRY CLEANING	3,066	3,309	3,000	3,000	3,000
001-1221-3033	EXTERMINATING CONTRACT	0	0	200	200	200
001-1221-5101	ELECTRICITY	7,977	7,929	7,900	8,000	8,000
001-1221-5102	HEATING	6,491	6,845	6,500	6,500	6,700
001-1221-5203	TELECOMMUNICATION	664	698	850	850	850
001-1221-5204	RADIO	24	0	200	42	200
001-1221-5301	BOILER INSURANCE	0	243	1,000	204	500
001-1221-5302	FIRE INSURANCE	768	984	1,000	2,325	2,400
001-1221-5305	MOTOR VEHICLE INSURANCE	427	473	500	459	500
001-1221-5308	GENERAL LIABILITY	750	556	585	533	600
001-1221-5401	OFFICE SUPPLIES	114	79	125	125	125
001-1221-5405	LAUNDRY, HOUSEKEEPING, JANITOR	92	276	500	500	500
001-1221-5407	REPAIR & MAINTENANCE SUPPLIES	0	105	500	500	500
001-1221-5408	VEHICLE POWERED EQUIPMENT-SUPP	170	15	500	500	500
001-1221-54081	CAR & TRUCK SUPPLIES	2,933	2,008	3,000	3,000	3,000
001-1221-54082	TIRES	129	0	180	180	180
001-1221-54083	GAS & OIL	1,807	1,507	900	2,000	1,900
001-1221-54084	POWERED EQUIPMENT AND SUPPLIES	696	269	400	400	400
001-1221-5410	UNIFORMS & APPAREL	390	336	400	400	400
001-1221-5413	OTHER OPERATING SUPPLIES	4,842	3,253	3,500	3,500	3,500
001-1221-7002	FURNITURE & FIXTURES	417	0	400	400	400
001-1221-7005	MOTOR VEHICLES & EQUIPMENT	<u>10,215</u>	<u>4,175</u>	<u>11,000</u>	<u>11,000</u>	<u>11,000</u>
	TOTAL CITY SHOP	194,798	191,996	211,441	221,621	226,673
<b><u>ELECTORAL BOARD</u></b>						
001-1301-1001	SALARIES & WAGES	6,401	6,574	6,750	6,824	7,067
001-1301-2001	FICA	93	104	100	110	120

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-1301-3002	PROFESSIONAL SERVICES	8,329	6,470	10,500	7,500	7,500
001-1301-30043	MAINTENANCE, VOTING MACHINE	479	1,213	3,500	3,500	4,000
001-1301-5201	POSTAGE	263	0	0	0	0
001-1301-5402	FOOD SUPPLIES, FOOD SERV SUPPLIES	1,285	840	1,300	1,300	1,300
001-1301-5411	BOOKS & SUBSCRIPTIONS	42	0	0	0	0
001-1301-5501	TRAVEL -MILEAGE	143	0	300	400	400
001-1301-5504	TRAVEL -CONVENTION & EDUCATION	1,831	2,071	2,400	2,150	2,500
001-1301-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>25</u>	<u>0</u>	<u>100</u>	<u>25</u>	<u>25</u>
	TOTAL ELECTORAL BOARD	18,890	17,271	24,950	21,809	22,912
<b><u>REGISTRAR</u></b>						
001-1302-1001	SALARIES & WAGES	58,574	39,631	39,100	39,386	41,515
001-1302-1003	PARTTIME SALARIES & WAGES	5,815	19,463	21,000	18,000	21,000
001-1302-2001	FICA	5,015	4,231	4,900	4,500	4,800
001-1302-2002	RETIREMENT [VRS]	5,570	5,406	4,600	5,592	6,750
001-1302-2005	HOSPITALIZATION	4,871	5,377	5,940	5,700	6,000
001-1302-2006	GROUP INSURANCE	6	0	0	0	506
001-1302-2010	WORKERS COMPENSATION	22	14	25	15	25
001-1302-30043	MAINTENANCE, OFFICE EQUIPMENT	1,129	589	1,000	750	1,000
001-1302-3006	PRINTING	2,280	1,961	2,250	1,500	1,500
001-1302-3007	ADVERTISING	1,880	327	1,900	550	550
001-1302-5201	POSTAGE	840	1,084	1,300	1,000	1,000
001-1302-5203	TELECOMMUNICATION	2,142	2,569	2,500	2,500	2,500
001-1302-5308	GENERAL LIABILITY	0	0	500	0	0
001-1302-5401	OFFICE SUPPLIES	440	825	600	600	600
001-1302-5411	BOOKS & SUBSCRIPTIONS	288	313	400	450	450
001-1302-5413	OTHER SUPPLIES	308	78	350	350	350
001-1302-5501	TRAVEL -MILEAGE	416	357	600	400	500
001-1302-5504	TRAVEL -CONVENTION & EDUCATION	1,665	2,260	2,000	1,500	2,000
001-1302-5801	DUES & ASSOCIATION MEMBERSHIPS	100	100	100	129	150
001-1302-7002	FURNITURE & FIXTURES	266	125	500	500	500
001-1302-7007	ADP EQUIPMENT	<u>356</u>	<u>340</u>	<u>1,000</u>	<u>500</u>	<u>500</u>
	TOTAL REGISTRAR	91,983	85,050	90,565	83,922	92,196
<b><u>JOINT COURTHOUSE</u></b>						
001-2100-5899	COURTHOUSE	<u>293,222</u>	<u>308,361</u>	<u>320,000</u>	<u>320,000</u>	<u>330,000</u>
	TOTAL JOINT COURTHOUSE	293,222	308,361	320,000	320,000	330,000
<b><u>POLICE</u></b>						
001-3101-1001	SALARIES & WAGES	1,539,331	1,568,383	1,669,928	1,669,928	1,786,940
001-3101-1003	PART-TIME WAGES	33,486	38,707	42,400	42,000	60,000
001-3101-1006	DISCRETIONARY LEAVE	39,178	37,579	40,000	40,000	40,000
001-3101-1008	OVERTIME & TRAFFIC CONTROL	81,461	86,283	95,000	95,000	140,000
001-3101-1009	COMPENSATION-OFF DUTY POLICE	27,418	31,973	25,000	30,000	35,000
001-3101-2001	FICA	129,149	131,450	143,233	143,000	154,908
001-3101-2002	RETIREMENT [VRS]	151,716	222,738	234,927	234,000	281,512
001-3101-2005	HOSPITALIZATION	165,924	186,315	194,000	194,000	213,000
001-3101-2006	GROUP INSURANCE	0	0	0	0	21,109
001-3101-2009	UNEMPLOYMENT INSURANCE	0	734	0	0	0
001-3101-2010	WORKERS COMPENSATION	30,605	31,792	33,380	34,148	35,800
001-3101-2012	CLOTHING ALLOWANCE	2,083	2,167	2,800	2,000	2,800
001-3101-2013	EDUCATION ASSISTANCE	2,394	1,284	3,000	1,000	4,000
001-3101-2016	TRAINING	19,892	21,506	23,000	19,000	25,000
001-3101-3001	PROFESSIONAL HEALTH SERVICES	10,131	12,493	15,000	15,000	15,000

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-3101-3002	PROFESSIONAL SERVICES	8,299	8,437	9,000	8,000	12,000
001-3101-30041	MAINTENANCE, CARS & TRUCKS	6,961	8,251	9,000	6,500	9,000
001-3101-30042	MAINTENANCE, BUILDINGS	3,961	16,458	12,000	8,000	16,000
001-3101-30043	MAINTENANCE, OFFICE EQUIPMENT	0	86	500	300	500
001-3101-30044	ABANDONED VEHICLES	225	170	250	250	250
001-3101-3005	MAINTENANCE, SERVICE CONTRACTS	69,698	79,264	95,000	65,000	95,000
001-3101-3007	ADVERTISING	1,854	696	1,500	1,200	2,000
001-3101-3008	LAUNDRY & DRY CLEANING	9,267	8,922	11,000	9,300	14,000
001-3101-3033	EXTERMINATING CONTRACT	0	220	200	200	250
001-3101-3099	DETECTIVE FUNDS	11,007	12,656	13,000	13,000	13,000
001-3101-5101	ELECTRICITY	14,472	14,665	15,000	14,000	18,000
001-3101-5102	HEATING	1,560	1,727	1,000	1,200	2,500
001-3101-5201	POSTAGE	2,146	1,628	2,000	1,500	2,000
001-3101-5203	TELECOMMUNICATION	21,910	19,189	32,000	32,000	35,000
001-3101-5204	RADIO	6,657	24,419	55,000	55,000	55,000
001-3101-5301	BOILER INSURANCE	0	203	213	200	250
001-3101-5302	FIRE INSURANCE	1,555	1,968	2,066	4,069	5,000
001-3101-5305	MOTOR VEHICLE INSURANCE	10,254	9,943	10,440	9,646	12,000
001-3101-5306	SURETY BONDS	0	1,220	221	300	1,000
001-3101-5307	PUBLIC OFFICIAL LIABILITY	0	694	729	958	1,000
001-3101-5308	GENERAL LIABILITY	15,000	15,152	15,910	26,197	30,000
001-3101-5401	OFFICE SUPPLIES	12,105	13,094	14,000	12,000	14,000
001-3101-5405	LAUNDRY, HOUSEKEEPING, JANITORIAL	126	762	300	400	500
001-3101-5407	REPAIR & MAINTENANCE SUPPLIES	867	426	500	200	500
001-3101-54081	CAR & TRUCK SUPPLIES	9,504	10,111	9,000	7,000	9,000
001-3101-54082	TIRES	5,697	5,574	6,000	2,800	6,000
001-3101-54083	GAS & OIL	31,712	32,919	29,000	32,000	35,000
001-3101-5409	POLICE SUPPLIES	21,086	13,977	15,000	14,500	32,000
001-3101-5410	UNIFORMS & APPAREL	18,257	19,138	18,000	16,000	18,000
001-3101-5411	BOOKS & SUBSCRIPTIONS	1,118	1,850	1,700	1,500	1,700
001-3101-5413	OTHER OPERATING SUPPLIES	4,471	5,330	5,000	4,200	5,000
001-3101-5416	AMMUNITION	3,570	4,135	5,000	4,000	7,000
001-3101-5418	FORENSICS	1,975	11,909	4,000	4,152	6,000
001-3101-5504	TRAVEL -CONVENTION & EDUCATION	5,858	6,507	7,000	6,500	8,500
001-3101-5505	TRAVEL-EXTRADITION OF PRISONER	214	0	2,000	500	2,000
001-3101-5801	DUES & ASSOCIATION MEMBERSHIPS	1,806	2,082	2,200	2,600	2,600
001-3101-7002	FURNITURE & FIXTURES	5,936	5,177	5,000	5,000	6,000
001-3101-7005	MOTOR VEHICLES & EQUIPMENT	1,473	5,028	6,000	2,000	6,000
001-3101-7007	ADP EQUIPMENT	9,760	4,011	6,000	6,890	10,000
001-3101-8001	RENTAL OF EQUIPMENT	<u>3,900</u>	<u>0</u>	<u>5,000</u>	<u>4,500</u>	<u>7,500</u>
	TOTAL POLICE	2,557,029	2,741,401	2,948,397	2,902,638	3,316,119
<b><u>POLICE - 911 DISPATCH</u></b>						
001-3102-1001	SALARIES	317,049	324,345	348,198	345,000	422,906
001-3102-1003	PART-TIME WAGES	4,126	3,704	12,000	9,000	12,000
001-3102-1006	DISCRETIONARY LEAVE	7,892	5,863	7,000	7,000	7,000
001-3102-1008	OVERTIME	13,485	9,519	14,000	14,000	14,000
001-3102-2001	FICA	25,114	25,163	29,162	29,000	34,877
001-3102-2002	RETIREMENT (VRS)	31,153	45,519	49,416	49,700	68,469
001-3102-2005	HOSPITALIZATION	56,146	58,459	64,130	63,000	78,000
001-3102-2006	GROUP INSURANCE	0	0	0	0	4,778
001-3102-2010	WORKERS COMPENSATION	300	337	350	364	380
001-3102-5205	EMERGENCY 911	<u>21,906</u>	<u>29,646</u>	<u>30,000</u>	<u>28,000</u>	<u>30,000</u>
	TOTAL POLICE - 911 DISPATCH	477,172	502,554	554,256	545,064	672,410

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>PARKING GARAGE</u></b>						
001-3103-1001	SALARIES	9,388	24,446	24,877	24,800	25,634
001-3103-1002	OVERTIME	0	69	1,000	0	1,000
001-3103-1003	PART-TIME WAGES	8,719	13,433	18,000	18,000	25,000
001-3103-1006	DISCRETIONARY LEAVE	0	0	1,000	1,000	1,000
001-3103-2001	FICA	1,407	2,920	3,440	3,300	3,825
001-3103-2002	VRS	962	3,409	3,705	3,516	4,171
001-3103-2005	HOSPITALIZATION	315	1,205	1,200	3,230	6,500
001-3103-2006	GROUP INSURANCE	0	0	0	0	313
001-3103-2010	WORKERS COMPENSATION	0	0	250	250	262
001-3103-3002	ARMORED TRANSPORT	1,605	9,066	8,400	5,500	7,000
001-3103-3005	MAINTENANCE-GARAGE EQUIPMENT	0	13,500	15,000	15,000	17,000
001-3103-5101	ELECTRICITY	9,860	15,315	14,000	13,500	14,000
001-3103-5203	TELEPHONE	567	270	1,200	600	600
001-3103-5302	PROPERTY INSURANCE	1,321	10,967	7,000	4,941	6,000
001-3103-5407	SUPPLIES	<u>3,922</u>	<u>5,852</u>	<u>5,000</u>	<u>3,800</u>	<u>12,000</u>
	TOTAL PARKING GARAGE	38,067	100,450	104,072	97,437	124,304
<b><u>FIRE</u></b>						
001-3201-1001	SALARIES & WAGES	1,450,682	1,472,167	1,609,204	1,600,000	1,746,514
001-3201-1002	OVERTIME	86,181	114,897	100,000	100,000	102,000
001-3201-1005	F.E.M.A. WAGES	339	0	0	0	5,000
001-3201-1006	DISCRETIONARY LEAVE	45,583	44,469	50,000	43,500	50,000
001-3201-1009	SPECIAL EVENTS	5,763	9,393	5,500	5,500	5,500
001-3201-1011	VOLUNTEERS	5,100	5,100	5,100	5,100	5,100
001-3201-2001	FICA	119,029	124,014	135,390	135,000	146,430
001-3201-2002	RETIREMENT [VRS]	142,111	210,455	225,921	225,000	269,272
001-3201-2005	HOSPITALIZATION	142,287	159,153	191,000	175,000	197,180
001-3201-2006	GROUP INSURANCE	0	0	0	0	21,148
001-3201-2010	WORKERS COMPENSATION	29,557	36,567	38,300	39,181	41,000
001-3201-2013	EDUCATION ASSISTANCE	0	0	3,200	0	3,500
001-3201-2016	TRAINING	20,106	17,930	28,000	25,000	28,000
001-3201-3001	PROFESSIONAL HEALTH SERVICES	11,817	11,603	17,000	14,000	18,000
001-3201-3002	PROFESSIONAL SERVICES	840	1,282	600	600	18,000
001-3201-30041	MAINTENANCE, CARS & TRUCKS	14,699	10,511	11,500	10,000	12,000
001-3201-30042	MAINTENANCE, BUILDINGS	19,946	18,050	27,000	22,000	27,000
001-3201-30043	MAINTENANCE, OFFICE EQUIPMENT	5,787	6,193	6,200	4,000	6,200
001-3201-30044	MAINTENANCE, POWERED EQUIPMENT	764	849	1,200	800	1,500
001-3201-3005	MAINTENANCE, SERVICE CONTRACTS	4,007	8,131	8,250	5,000	8,500
001-3201-3007	ADVERTISING	370	0	500	250	550
001-3201-3008	LAUNDRY & DRY CLEANING	7,938	7,427	8,000	8,000	9,200
001-3201-3009	PURCHASE OF SER FROM OTHER GOV	360	152	3,500	100	3,500
001-3201-3033	EXTERMINATING CONTRACT	0	220	250	200	250
001-3201-5101	ELECTRICITY	13,254	15,052	14,000	20,000	20,000
001-3201-5102	HEATING	8,287	7,959	10,000	6,000	15,000
001-3201-5201	POSTAGE	316	214	500	400	500
001-3201-5203	TELECOMMUNICATION	17,017	18,783	17,250	20,000	21,000
001-3201-5204	RADIO	11,089	11,829	55,000	55,000	57,500
001-3201-5301	BOILER INSURANCE	0	223	250	203	210
001-3201-5302	FIRE INSURANCE	1,636	1,640	1,800	4,446	4,650
001-3201-5305	MOTOR VEHICLE INSURANCE	12,509	12,783	13,760	12,402	13,000
001-3201-5306	SURETY BONDS	673	0	0	0	0
001-3201-5308	GENERAL LIABILITY	1,700	2,361	2,400	1,600	1,680

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-3201-5401	OFFICE SUPPLIES	3,055	2,120	3,200	2,500	3,400
001-3201-5402	FOOD AND KITCHEN SUPPLIES	395	106	500	500	700
001-3201-5405	LAUNDRY, HOUSEKEEPING, JANITOR	3,060	3,716	3,400	3,000	3,400
001-3201-5407	REPAIR & MAINTENANCE	1,972	4,064	10,000	8,500	11,000
001-3201-54081	CAR & TRUCK SUPPLIES	4,479	7,383	7,800	9,000	10,000
001-3201-54082	TIRES	4,145	2,288	4,200	42,000	4,200
001-3201-54083	GAS & OIL	16,234	24,664	18,000	18,000	25,000
001-3201-54084	POWERED EQUIPMENT AND SUPPLIES	465	1,101	0	0	0
001-3201-5410	UNIFORMS & APPAREL	16,387	15,827	20,000	18,000	22,000
001-3201-5411	BOOKS & SUBSCRIPTIONS	219	239	500	300	500
001-3201-5413	OTHER OPERATING SUPPLIES	6,204	6,787	8,000	8,000	10,000
001-3201-5415	FIRE PREVENTION	8,644	9,804	10,000	6,000	10,000
001-3201-5501	TRAVEL -MILEAGE	0	0	200	50	200
001-3201-5504	TRAVEL -CONVENTION & EDUCATION	2,842	1,742	4,400	1,500	4,400
001-3201-5801	DUES & ASSOCIATION MEMBERSHIPS	480	825	600	800	950
001-3201-7001	MACHINERY & EQUIPMENT	13,556	24,811	20,000	20,000	20,000
001-3201-7002	FURNITURE & FIXTURES	7,117	5,607	5,000	4,300	7,000
001-3201-7003	COMMUNICATIONS EQUIPMENT	19,389	9,685	24,000	24,000	39,000
001-3201-7004	EQUIPMENT - SPECIAL PROGRAMS	20,665	11,483	15,000	15,000	15,000
001-3201-7005	EQUIPMENT - EMS PROGRAMS	7,726	6,036	5,000	5,000	11,000
001-3201-7007	ADP EQUIPMENT	<u>18,278</u>	<u>12,997</u>	<u>15,000</u>	<u>15,000</u>	<u>12,000</u>
	TOTAL FIRE	2,335,061	2,480,692	2,765,375	2,739,732	3,068,634
<b><u>VA PENINSULA REGIONAL JAIL</u></b>						
001-3301-3009	PURCHASE OF SERVICES	<u>677,222</u>	<u>755,827</u>	<u>875,000</u>	<u>875,000</u>	<u>852,523</u>
	TOTAL VA PENINSULA REGIONAL JAIL	677,222	755,827	875,000	875,000	852,523
<b><u>MIDDLE PENINSULA JUVENILE DETENTION COMMISSION</u></b>						
001-3303-3009	PURCHASE OF SERVICES	<u>110,071</u>	<u>74,561</u>	<u>125,347</u>	<u>125,347</u>	<u>120,258</u>
	TOTAL MIDDLE PEN. JUVENILE DET. COMM.	110,071	74,561	125,347	125,347	120,258
<b><u>GROUP HOME COMMISSION</u></b>						
001-3304-3009	GROUP HOME COMMISSION	<u>49,046</u>	<u>48,210</u>	<u>50,466</u>	<u>50,466</u>	<u>64,074</u>
	TOTAL GROUP HOME COMMISSION	49,046	48,210	50,466	50,466	64,074
<b><u>CODES COMPLIANCE</u></b>						
001-3401-1001	SALARIES & WAGES	215,321	245,539	266,541	262,000	319,818
001-3401-1002	SALARIES & WAGES-OVERTIME	0	0	0	0	5,000
001-3401-1003	SALARIES & WAGES-PARTTIME	10,861	12,673	22,000	11,000	4,000
001-3401-2001	FICA	17,111	19,754	22,073	20,885	25,155
001-3401-2002	RETIREMENT [VRS]	20,516	34,009	37,758	37,700	51,375
001-3401-2005	HOSPITALIZATION	17,761	18,480	21,400	23,200	31,400
001-3401-2006	GROUP INSURANCE	0	0	0	0	3,852
001-3401-2010	WORKERS COMPENSATION	3,738	3,847	4,040	4,141	4,350
001-3401-2013	EDUCATION ASSISTANCE	715	200	2,000	1,000	2,000
001-3401-2016	TRAINING	0	0	0	0	4,000
001-3401-3002	PROFESSIONAL SERVICES	1,800	232	5,000	2,000	15,000
001-3401-3004	REPAIR & MAINTENANCE	0	0	400	0	400
001-3401-30041	MAINTENANCE, CARS & TRUCKS	60	308	2,300	1,500	2,000
001-3401-30043	MAINTENANCE, OFFICE EQUIPMENT	27	0	100	50	100
001-3401-3005	MAINTENANCE, SERVICE CONTRACTS	3,000	0	500	0	0
001-3401-3006	PRINTING	1,023	675	1,500	1,000	1,500
001-3401-3007	ADVERTISING	382	571	1,000	500	1,000
001-3401-3008	PUBLIC EDUCATION	1,288	1,415	2,200	2,200	3,000

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-3401-5201	POSTAGE	1,822	2,130	3,800	3,000	3,800
001-3401-5203	TELECOMMUNICATION	4,135	5,238	4,800	4,500	4,800
001-3401-5302	FIRE INSURANCE	0	0	50	0	0
001-3401-5305	MOTOR VEHICLE INSURANCE	1,797	1,894	1,995	1,837	1,995
001-3401-5307	PUBLIC OFFICIAL LIABILITY	3,206	5,204	5,464	7,185	7,185
001-3401-5308	GENERAL LIABILITY	835	834	875	800	875
001-3401-5401	OFFICE SUPPLIES	2,511	2,878	3,200	2,800	3,200
001-3401-54081	CAR & TRUCK SUPPLIES	1,098	1,123	2,000	1,500	2,000
001-3401-54082	TIRES	241	247	600	300	600
001-3401-54083	GAS & OIL	2,510	3,314	3,000	3,500	4,000
001-3401-5410	UNIFORMS & APPAREL	512	884	2,000	2,000	2,000
001-3401-5411	BOOKS & SUBSCRIPTIONS	2,334	2,800	2,500	2,500	2,500
001-3401-5413	OTHER OPERATING SUPPLIES	900	1,646	1,000	800	1,000
001-3401-5415	ENFORCEMENT ACTION	105	0	2,500	1,000	2,500
001-3401-5501	TRAVEL -MILEAGE	122	267	400	300	400
001-3401-5504	TRAVEL -CONVENTION & EDUCATION	5,232	5,429	6,800	6,800	5,000
001-3401-5801	DUES & ASSOCIATION MEMBERSHIPS	410	325	500	500	500
001-3401-7001	MACHINERY & EQUIPMENT	625	375	1,000	800	500
001-3401-7002	FURNITURE & FIXTURES	564	826	1,500	1,500	4,000
001-3401-7007	ADP EQUIPMENT	<u>2,428</u>	<u>500</u>	<u>1,000</u>	<u>750</u>	<u>1,000</u>
	TOTAL BUILDING INSPECTION	324,988	373,616	433,796	409,548	521,805
<b><u>ANIMAL CONTROL</u></b>						
001-3501-3004	REPAIR & MAINTENANCE	393	0	8,000	8,000	8,000
001-3501-3009	PURCHASE OF SERVICES-JCC	14,745	14,745	15,000	15,000	15,750
001-3501-5413	OTHER OPERATING SUPPLIES	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL ANIMAL CONTROL	15,138	14,745	24,000	24,000	24,750
<b><u>MEDICAL EXAMINER</u></b>						
001-3503-3001	PROFESSIONAL HEALTH SERVICES	<u>350</u>	<u>750</u>	<u>150</u>	<u>400</u>	<u>400</u>
	TOTAL MEDICAL EXAMINER	350	750	150	400	400
<b><u>EMERGENCY MANAGEMENT</u></b>						
001-3505-2016	TRAINING	1,204	1,469	1,300	800	1,300
001-3505-5203	TELECOMMUNICATION	2,309	1,947	2,200	2,000	2,200
001-3505-5401	OFFICE SUPPLIES	337	109	325	100	325
001-3505-5413	OPERATING SUPPLIES	1,240	1,314	1,300	500	1,300
001-3505-5504	TRAVEL -CONVENTION & EDUCATION	0	275	250	0	250
001-3505-5801	DUES & ASSOCIATION MEMBERSHIPS	<u>135</u>	<u>123</u>	<u>200</u>	<u>175</u>	<u>200</u>
	TOTAL EMERGENCY MANAGEMENT	5,225	5,237	5,575	3,575	5,575
<b><u>ENGINEERING / PUBLIC WORKS ADMINISTRATION</u></b>						
001-4101-1001	SALARIES & WAGES	131,828	136,385	140,758	140,758	146,411
001-4101-2001	FICA	9,833	10,196	10,768	10,700	11,100
001-4101-2002	RETIREMENT [VRS]	12,906	19,096	19,859	19,862	23,585
001-4101-2005	HOSPITALIZATION	10,710	11,519	12,540	11,950	13,100
001-4101-2006	GROUP INSURANCE	0	0	0	0	1,769
001-4101-2010	WORKERS COMPENSATION	2,665	2,774	2,912	2,906	3,050
001-4101-2016	TRAINING	416	0	800	800	800
001-4101-3002	PROFESSIONAL SERVICES	10,580	11,507	12,000	12,000	12,500
001-4101-30041	MAINTENANCE, CARS & TRUCKS	173	523	250	250	250
001-4101-30043	MAINTENANCE, OFFICE EQUIPMENT	0	0	400	400	400
001-4101-3005	MAINTENANCE, SERVICE CONTRACTS	85	1,197	2,000	2,000	2,000
001-4101-3007	ADVERTISING	0	0	200	800	500

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-4101-5201	POSTAGE	167	119	300	300	300
001-4101-5203	TELECOMMUNICATION	2,613	3,166	3,100	3,100	3,100
001-4101-5204	RADIO	0	0	160	0	160
001-4101-5305	MOTOR VEHICLE INSURANCE	451	0	500	0	500
001-4101-5307	PUBLIC OFFICIAL LIABILITY	0	1,388	1,400	1,400	1,400
001-4101-5308	GENERAL LIABILITY	550	556	584	533	600
001-4101-5401	OFFICE SUPPLIES	1,003	1,509	1,500	1,500	1,500
001-4101-54081	CAR & TRUCK SUPPLIES	1,984	806	800	800	800
001-4101-54083	GAS & OIL	829	1,631	700	1,400	1,200
001-4101-5410	UNIFORMS & APPAREL	194	110	400	400	400
001-4101-5411	BOOKS & SUBSCRIPTIONS	0	0	150	150	150
001-4101-5413	OTHER OPERATING SUPPLIES	591	1,402	2,600	2,600	2,600
001-4101-5504	TRAVEL -CONVENTION & EDUCATION	16	49	400	400	400
001-4101-5801	DUES & ASSOCIATION MEMBERSHIPS	30	30	125	125	125
001-4101-7002	FURNITURE & FIXTURES	0	2,191	3,000	3,000	3,000
001-4101-7005	MOTOR VEHICLES & EQUIPMENT	0	0	500	3,000	500
001-4101-7007	ADP EQUIPMENT	<u>2,354</u>	<u>0</u>	<u>1,000</u>	<u>1,048</u>	<u>1,000</u>
	TOTAL ENG / PUBLIC WORKS ADMINISTRATION	189,978	206,155	219,706	222,182	233,200
<b><u>STREETS</u></b>						
001-4102-1001	SALARIES & WAGES	330,313	331,695	344,164	344,164	354,804
001-4102-1002	SALARIES & WAGES OVERTIME	2,948	4,152	5,500	5,500	5,500
001-4102-2001	FICA	24,298	24,871	26,300	11,700	27,500
001-4102-2002	RETIREMENT [VRS]	31,736	46,824	48,697	48,000	57,320
001-4102-2005	HOSPITALIZATION	52,309	54,486	59,400	52,000	57,200
001-4102-2006	GROUP INSURANCE	0	0	0	0	4,298
001-4102-2010	WORKERS COMPENSATION	13,374	15,089	15,840	16,246	17,000
001-4102-2016	TRAINING	259	221	1,000	1,000	1,000
001-4102-3001	PROFESSIONAL HEALTH SERVICES	25	50	100	100	100
001-4102-30041	MAINTENANCE, CARS & TRUCKS	4,888	7,085	5,000	5,000	5,000
001-4102-30044	MAINTENANCE, POWERED EQUIPMENT	0	0	2,500	2,500	2,500
001-4102-30045	MAINTENANCE, SIGNS & ST MRKNGS	70	0	10,000	10,000	10,000
001-4102-30046	MAINTENANCE, TRAFFIC CONTROL	828	19,044	33,000	33,000	33,000
001-4102-3005	MAINTENANCE, SERVICE CONTRACTS	164,886	170,557	178,000	176,127	182,500
001-4102-3007	ADVERTISING	0	0	300	964	300
001-4102-3008	LAUNDRY & DRY CLEANING	3,228	3,841	3,200	3,200	3,200
001-4102-3009	PURCHASE OF SER FROM OTHER GOVTS	0	0	2,000	2,000	2,000
001-4102-5101	ELECTRICITY	170,691	177,935	171,000	171,000	171,000
001-4102-5201	POSTAGE	23	38	0	7	0
001-4102-5203	TELECOMMUNICATION	2,404	2,654	2,100	2,200	2,200
001-4102-5204	RADIO	328	381	550	450	450
001-4102-5302	FIRE INSURANCE	602	656	688	1,163	1,200
001-4102-5305	MOTOR VEHICLE INSURANCE	8,953	9,469	9,942	9,187	9,800
001-4102-5307	PUBLIC OFFICIAL LIABILITY	0	347	364	479	500
001-4102-5308	GENERAL LIABILITY	2,200	2,223	2,334	2,133	2,350
001-4102-5401	OFFICE SUPPLIES	250	249	450	450	450
001-4102-5407	REPAIR & MAINTENANCE SUPPLIES	0	85	500	500	500
001-4102-54081	CAR & TRUCK SUPPLIES	21,995	18,596	15,000	15,000	15,000
001-4102-54082	TIRES	2,911	889	2,000	2,000	2,000
001-4102-54083	GAS & OIL	13,938	18,267	10,000	12,000	14,500
001-4102-54084	POWERED EQUIPMENT AND SUPPLIES	4,996	3,978	6,000	6,000	6,000
001-4102-54085	SIGNS & ST MARKINGS SUPPLIES	4,563	7,980	5,200	5,200	5,200
001-4102-5410	UNIFORMS & APPAREL	1,122	1,099	1,500	1,500	1,500
001-4102-5411	BOOKS & SUBSCRIPTIONS	42	0	100	100	100



## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-4102-5413	OTHER OPERATING SUPPLIES	53,037	65,369	50,000	48,000	49,000
001-4102-5504	TRAVEL -CONVENTION & EDUCATION	193	212	400	400	400
001-4102-5801	DUES & ASSOCIATION MEMBERSHIPS	380	392	400	400	400
001-4102-7001	MACHINERY & EQUIPMENT	14,368	1,782	18,000	18,000	18,000
001-4102-7008	PEDESTRIAN IMPROVEMENTS	0	4,760	18,000	18,000	18,000
001-4102-7009	STREET RESURFACING	419,581	438,206	460,000	460,000	460,000
001-4102-7010	DRAINAGE-MAINTENANCE	2,114	13,684	15,000	15,000	15,000
001-4102-8001	LEASE/RENT OF EQUIPMENT	<u>0</u>	<u>0</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL STREETS	1,353,851	1,447,166	1,525,029	1,501,170	1,557,272
<b><u>REFUSE COLLECTION</u></b>						
001-4203-3009	PURCH SVCS-JCSA-BULK WASTE	963	29	2,000	2,000	2,000
001-4203-3031	GARBAGE COLLECTION	351,795	643,777	682,500	682,000	693,000
001-4203-3032	RECYCLING PROGRAM	63,183	74,857	75,000	80,000	85,000
001-4203-3033	HOUSEHOLD CHEMICALS	21,474	17,855	20,500	21,000	21,000
001-4203-3035	GARBAGE DISPOSAL	73,418	89	0	0	0
001-4203-5899	CONTRIBUTION TO VPPSA	<u>8,527</u>	<u>8,800</u>	<u>8,800</u>	<u>8,800</u>	<u>8,800</u>
	TOTAL REFUSE COLLECTION	519,360	745,407	788,800	793,800	809,800
<b><u>RENTAL PROPERTIES</u></b>						
001-4306-3004	REPAIR & MAINTENANCE	7,309	1,355	10,800	9,800	9,800
001-4306-5302	FIRE INSURANCE	684	656	690	1,743	1,800
001-4306-5308	GENERAL LIABILITY	350	278	292	267	300
001-4306-5413	OTHER OPERATING SUPPLIES	<u>80</u>	<u>111</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	TOTAL RENTAL PROPERTIES	8,423	2,400	13,282	13,310	13,400
<b><u>MUNICIPAL CENTER</u></b>						
001-4307-1001	SALARIES & WAGES	67,003	75,765	79,966	80,000	83,747
001-4307-1002	SALARIES-OVERTIME	0	0	1,500	1,500	1,500
001-4307-2001	FICA	5,524	5,582	6,232	6,200	6,500
001-4307-2002	RETIREMENT [VRS]	6,573	9,835	11,317	11,400	13,533
001-4307-2005	HOSPITALIZATION	1,795	7,534	12,540	10,476	11,500
001-4307-2006	GROUP INSURANCE	0	0	0	0	1,015
001-4307-2010	WORKERS COMPENSATION	2,000	2,024	2,125	2,180	2,285
001-4307-2016	TRAINING	414	210	500	500	500
001-4307-30042C	MTCE-BLDG-COMM.CTR.	16,209	11,391	8,000	8,000	8,000
001-4307-30042M	MTCE-BLDG-MUN. BLDG	20,759	4,388	11,000	9,000	9,000
001-4307-30042O	MTCE-BLDG-MISC.	8,317	2,400	7,500	6,500	6,500
001-4307-30042S	MTCE-BLDG-STRYKER	8,410	4,571	7,000	6,000	6,000
001-4307-30042T	MTCE-BLDG-TRAIN STATION	11,234	11,091	8,000	8,000	8,000
001-4307-30042V	MTCE-PGPG	0	3,376	3,000	2,500	2,500
001-4307-30044C	MTCE-POWER EQUIP-COMM.CTR	832	162	2,000	2,000	2,000
001-4307-30044M	MTCE-POWER EQUIP-MUN BLDG	2,325	1,488	2,000	2,000	2,000
001-4307-30044O	MTCE-POWER EQUIP-MISC.	246	864	2,000	1,500	1,500
001-4307-30044S	MTCE-POWER EQUIP-STRYKER	3,671	60	2,000	1,500	1,500
001-4307-30044T	MTCE-POWER EQUIP-TRAIN STATION	0	111	1,000	1,000	1,000
001-4307-30044V	MTCE-POWER EQUIP-PGPG	0	0	1,000	1,000	1,000
001-4307-3005C	SVC CONTRACTS-COMM.CTR.	17,532	10,261	15,000	14,000	14,000
001-4307-3005M	SVC CONTRACTS-MUN.BLDG.	46,350	44,369	44,000	44,000	44,000
001-4307-3005O	SVC CONTRACTS-MISC.	7,455	7,850	7,000	7,500	7,500
001-4307-3005S	SVC CONTRACTS-STRYKER	16,883	14,761	16,000	16,000	16,000
001-4307-3005T	SVC CONTRACTS-TRAIN STATION	22,339	22,891	20,000	21,000	21,000
001-4307-3005V	SERVICE CONTRACTS-PGPG	0	4,271	14,500	13,500	13,500
001-4307-3008	LAUNDRY & DRY CLEANING	1,867	1,727	1,600	1,600	1,600

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b>REVENUES</b>						
001-4307-3033C	EXTERM. CONTRACT-COMM.CTR.	285	1,720	300	300	300
001-4307-3033M	EXTERM. CONTRACT-MUN.BLDG.	285	2,877	300	300	300
001-4307-3033S	EXTERM. CONTRACT-STRYKER	375	1,900	300	300	300
001-4307-3033T	EXTERM. CONTRACT-TRAIN STATION	368	1,480	300	300	300
001-4307-5101C	ELECTRICITY-COMM.CTR.	6,896	7,669	7,000	7,000	7,000
001-4307-5101M	ELECTRICITY-MUN.BLDG.	42,237	38,659	34,000	35,000	35,000
001-4307-5101O	ELECTRICITY-OTHER	2,228	3,716	2,200	2,500	2,500
001-4307-5101S	ELECTRICITY-STRYKER	10,000	12,218	9,000	9,000	9,000
001-4307-5101T	ELECTRICITY-TRAIN STATION	9,276	8,746	8,000	8,000	8,000
001-4307-5102C	GAS-COMMUNITY CENTER	2,967	1,970	2,000	2,000	2,000
001-4307-5102S	GAS-STRYKER BUILDING	1,990	4,909	3,000	3,000	3,000
001-4307-5203	TELECOMMUNICATION	1,118	1,257	1,000	1,000	1,000
001-4307-5301C	BOILER INSURANCE-COMM.CTR.	0	356	374	375	400
001-4307-5301M	BOILER INSURANCE-MUN.BLDG.	0	509	534	509	550
001-4307-5301S	BOILER INSURANCE-STRYKER	0	274	288	254	300
001-4307-5301T	BOILER INSURANCE-TRAIN STATION	0	509	534	509	550
001-4307-5302	FIRE INSURANCE	550	656	689	1,163	1,200
001-4307-5302C	FIRE INSURANCE-COMM.CTR.	303	328	344	1,163	1,200
001-4307-5302M	FIRE INSURANCE-MUN.BLDG.	2,374	2,296	2,411	4,069	4,100
001-4307-5302S	FIRE INSURANCE-STRYKER	712	984	1,033	1,745	1,750
001-4307-5302T	FIRE INSURANCE-TRAIN STATION	659	984	1,033	1,745	1,750
001-4307-5302V	FIRE INSURANCE-PGPG	0	0	1,500	1,500	1,500
001-4307-5308	GENERAL LIABILITY	1,000	347	364	364	364
001-4307-5308C	GEN. LIABILITY-COMM.CTR.	600	556	584	533	600
001-4307-5308M	GEN. LIABILITY-MUN.BLDG.	1,100	1,112	1,167	1,066	1,200
001-4307-5308O	GEN. LIABILITY-OTHER	600	556	584	533	600
001-4307-5308S	GEN. LIABILITY-STRYKER	600	556	584	533	600
001-4307-5308T	GEN. LIABILITY- TRAIN STATION	1,000	834	875	800	875
001-4307-5308V	GEN. LIABILITY-PGPG	0	556	584	533	600
001-4307-5401	OFFICE SUPPLIES	1,121	1,341	1,500	1,500	1,500
001-4307-5402	FOOD/COFFEE	2,624	3,065	2,500	3,000	3,000
001-4307-5405	LAUNDRY, HOUSEKEEPING, JANITOR	400	3,479	1,000	1,000	1,000
001-4307-5407C	R&M SUPPLIES-COMM.CTR	409	393	500	500	500
001-4307-5407M	R&M SUPPLIES-MUN.BLDG.	409	788	500	500	500
001-4307-5407O	R&M SUPPLIES-OTHER	671	652	500	500	500
001-4307-5407S	R&M SUPPLIES-STRYKER	503	1,255	500	500	500
001-4307-5407T	R&M SUPPLIES-TRAIN STATION	81	395	500	500	500
001-4307-5407V	R&M SUPPLIES-PGPG	0	590	500	500	500
001-4307-54081	CAR & TRUCK SUPPLIES	123	272	400	400	400
001-4307-54082	TIRES	0	0	400	400	400
001-4307-54083	GAS & OIL	445	432	550	550	550
001-4307-5410	UNIFORMS & APPAREL	372	235	500	500	500
001-4307-5413	OTHER OPERATING SUPPLIES	1,356	1,336	0	0	0
001-4307-5413C	OP. SUPPLIES-COMM.CTR.	601	464	400	400	400
001-4307-5413M	OP. SUPPLIES-MUN.BLDG.	2,452	2,088	2,500	2,500	2,500
001-4307-5413O	OP. SUPPLIES-OTHER	561	449	500	500	500
001-4307-5413S	OP. SUPPLIES-STRYKER	672	460	500	500	500
001-4307-5413T	OP. SUPPLIES-TRAIN STATION	642	429	500	500	500
001-4307-5413V	OP. SUPPLIES-PGPG	0	84	500	500	500
001-4307-5504	TRAVEL -CONVENTION & EDUCATION	0	0	400	400	400
001-4307-7001	MACHINERY & EQUIPMENT	11,209	2,111	9,000	9,000	9,000
001-4307-7003	COMMUNICATIONS EQUIPMENT	541	589	1,000	1,000	1,000
001-4307-7010C	BUILDING-COMM.CTR.	3,459	8,698	10,000	16,649	10,000
001-4307-7010M	BUILDING-MUN. BLDG.	8,768	12,298	6,000	6,000	6,000

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-4307-7010O	BUILDING-OTHER	7,614	9,229	3,000	3,000	3,000
001-4307-7010S	BUILDING-STRYKER	52,959	10,096	15,000	15,000	15,000
001-4307-7010T	BUILDING-TRAIN STATION	721	8,666	15,000	15,000	15,000
001-4307-7010V	BUILDING-PGPG	<u>0</u>	<u>8,788</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	TOTAL MUNICIPAL CENTER	453,973	424,190	446,812	451,249	453,668
<b><u>INFORMATION SYSTEMS</u></b>						
001-4308-30042	MAINTENANCE-COMPUTERS	111,681	106,260	88,500	88,500	125,700
001-4308-30043	MAINTENANCE-VIDEO EQUIPMENT	3,000	4,527	25,000	25,000	20,000
001-4308-30044	MAINTENANCE-MAPPING SYSTEM	12,011	59,448	65,000	65,000	65,000
001-4308-30045	PC LIFECYCLE MGT.	0	21,899	16,500	16,500	23,000
001-4308-30046	MAINTENANCE-PRINTERS	0	4,716	5,000	5,000	5,000
001-4308-30047	MAINTENANCE-TELEPHONES	0	0	0	0	20,000
001-4308-3005	MTCE-COPIERS	13,796	15,643	15,000	15,000	19,000
001-4308-3009	PURCHASED SERVICES-JCC	24,000	24,000	30,000	30,000	24,000
001-4308-5407	REPAIR & MAINTENANCE SUPPLIES	2,000	5,297	0	0	0
001-4308-5413	OTHER OPERATING SUPPLIES	2,008	2,040	0	0	0
001-4308-7001	MACHINERY & EQUIPMENT	<u>68,629</u>	<u>42,552</u>	<u>30,000</u>	<u>30,000</u>	<u>0</u>
	TOTAL INFORMATION SYSTEMS	237,123	286,382	275,000	275,000	301,700
<b><u>LANDSCAPING</u></b>						
001-4309-1001	SALARIES & WAGES	214,994	223,489	230,595	230,500	240,824
001-4309-1002	SALARIES & WAGES OVERTIME	0	0	500	500	500
001-4309-1003	PARTTIME SALARIES & WAGES	176	211	2,000	2,000	2,000
001-4309-2001	FICA	15,891	16,727	17,832	17,600	18,500
001-4309-2002	RETIREMENT [VRS]	20,450	31,362	32,575	32,711	38,842
001-4309-2005	HOSPITALIZATION	32,476	36,136	39,600	35,200	38,720
001-4309-2006	GROUP INSURANCE	0	0	0	0	2,913
001-4309-2010	WORKERS COMPENSATION	3,728	3,454	3,620	3,633	3,810
001-4309-2016	TRAINING	294	999	1,000	1,000	1,000
001-4309-3002	PROFESSIONAL SERVICES	92,969	101,207	95,000	95,000	95,000
001-4309-3002A	EMERGENCY OPERATIONS-NET RECOVERY	-23,156	124	0	0	0
001-4309-30041	MAINTENANCE, CARS & TRUCKS	268	1,306	1,000	1,000	1,000
001-4309-30044	MAINTENANCE, POWERED EQUIPMENT	43	584	2,000	2,000	2,000
001-4309-3005	MAINTENANCE, SERVICE CONTRACTS	304	436	500	500	500
001-4309-3007	ADVERTISING	1,346	0	200	200	200
001-4309-3008	LAUNDRY & DRY CLEANING	3,118	3,669	3,000	3,000	3,000
001-4309-5203	TELECOMMUNICATION	1,627	1,886	1,500	1,500	1,500
001-4309-5204	RADIO	96	262	300	74	300
001-4309-5302	FIRE INSURANCE	568	656	689	1,163	1,200
001-4309-5305	MOTOR VEHICLE INSURANCE	1,821	1,894	1,989	1,837	2,000
001-4309-5307	PUBLIC OFFICIAL LIABILITY	0	347	364	479	500
001-4309-5308	GENERAL LIABILITY	0	834	875	800	875
001-4309-5401	OFFICE SUPPLIES	201	20	200	73	200
001-4309-5403	AGRICULTURAL SUPPLIES	15,514	22,146	18,000	18,000	18,000
001-4309-54081	CAR & TRUCK SUPPLIES	5,559	3,334	4,000	4,000	4,000
001-4309-54082	TIRES	1,681	1,521	1,000	1,000	1,000
001-4309-54083	GAS & OIL	7,226	7,656	4,200	8,000	7,600
001-4309-54084	POWERED EQUIPMENT AND SUPPLIES	5,678	6,706	6,500	6,500	6,500
001-4309-5410	UNIFORMS & APPAREL	977	755	1,200	1,200	1,200
001-4309-5411	BOOKS & SUBSCRIPTIONS	323	94	100	100	100
001-4309-5413	OTHER OPERATING SUPPLIES	9,448	10,797	11,000	11,000	11,000
001-4309-5418	LITTER CONTROL	2,860	5,007	5,000	5,000	5,000
001-4309-5504	TRAVEL -CONVENTION & EDUCATION	183	140	400	400	400

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-4309-5801	DUES & ASSOCIATION MEMBERSHIPS	25	25	100	100	100
001-4309-7005	MOTOR VEHICLES & EQUIPMENT	15,713	7,503	15,000	15,000	15,000
001-4309-7007	ADP EQUIPMENT	0	112	500	500	500
001-4309-8001	LEASE/RENT OF EQUIPMENT	<u>6,223</u>	<u>1,295</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL LANDSCAPING	438,621	492,692	503,338	502,570	526,784
<b><u>PUBLIC HEALTH</u></b>						
001-5101-5601	LOCAL HEALTH DEPARTMENT	114,010	117,655	127,855	127,855	133,917
001-5101-5602	OLDE TOWNE MEDICAL CENTER	82,000	82,000	84,000	84,000	86,000
001-5101-5603	CHIP	<u>5,000</u>	<u>13,000</u>	<u>15,937</u>	<u>15,937</u>	<u>17,760</u>
	TOTAL PUBLIC HEALTH	201,010	212,655	227,792	227,792	237,677
<b><u>MOSQUITO CONTROL</u></b>						
001-5103-30041	MAINTENANCE, CARS & TRUCKS	0	0	200	200	200
001-5103-5305	MOTOR VEHICLE INSURANCE	0	0	500	500	500
001-5103-5308	GENERAL LIABILITY	0	0	100	100	100
001-5103-5408	VEHICLE POWERED EQUIPMENT-SUPP	0	0	500	500	500
001-5103-54081	CAR & TRUCK SUPPLIES	0	0	400	400	400
001-5103-54083	GAS & OIL	34	81	250	250	250
001-5103-5413	OTHER OPERATING SUPPLIES	34	6,792	5,500	5,500	5,500
001-5103-7005	MOTOR VEHICLES & EQUIPMENT	<u>45</u>	<u>50</u>	<u>500</u>	<u>500</u>	<u>500</u>
	TOTAL MOSQUITO CONTROL	113	6,924	7,950	7,950	7,950
<b><u>COLONIAL SERVICES BOARD</u></b>						
001-5205-5602	MENTAL HEALTH / RETARDATION	<u>186,321</u>	<u>194,935</u>	<u>210,607</u>	<u>210,607</u>	<u>221,620</u>
	TOTAL COLONIAL SERVICES BOARD	186,321	194,935	210,607	210,607	221,620
<b><u>PUBLIC ASSISTANCE</u></b>						
001-5302-5305	MOTOR VEHICLE INSURANCE	0	0	1,000	1,000	1,000
001-5302-5701	GENERAL RELIEF-LOCAL CONTRIBUTION	280,000	405,000	483,067	483,067	510,868
001-5302-5703	COMPREHENSIVE SERVICES ACT	30,000	30,000	32,782	32,782	32,782
001-5302-5705	YOUTH & SENIOR INITIATIVE	30,000	30,000	15,000	15,000	30,000
001-5302-5706	COMPREHENSIVE SVC ACT-ADMIN	5,000	5,000	5,691	5,691	5,691
001-5302-5707	AT-RISK PREVENTION	15,000	15,000	15,000	15,000	15,000
001-5302-5713	STATE/LOCAL HOSPITALIZATION	<u>574</u>	<u>433</u>	<u>2,146</u>	<u>2,146</u>	<u>2,146</u>
	TOTAL PUBLIC ASSISTANCE	360,574	485,433	554,686	554,686	597,487
<b><u>PUBLIC ASSISTANCE - TRANSPORTATION</u></b>						
001-5305-30041	MAINTENANCE, CARS & TRUCKS	241	30	1,000	1,000	1,000
001-5305-54081	CAR & TRUCK SUPPLIES	137	<u>181</u>	900	900	900
001-5305-54082	TIRES	240	100	400	400	400
001-5305-54083	GAS & OIL	<u>2,221</u>	<u>3,054</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
	TOTAL PUBLIC ASSIST.-TRANSPORTATION	2,838	3,365	3,500	3,500	3,500
<b><u>SCHOOL BOARD</u></b>						
001-6101-1001	SALARIES & WAGES	6,742	6,550	6,000	8,500	11,000
001-6101-2001	FICA	<u>516</u>	<u>501</u>	<u>450</u>	<u>650</u>	<u>842</u>
	TOTAL SCHOOL BOARD	7,257	7,051	6,450	9,150	11,842
<b><u>JOINT SCHOOL OPERATIONS</u></b>						
001-6103-6001	W-JCC SCHOOLS - JOINT CONTRACT	6,197,775	5,594,192	5,706,371	5,706,371	5,706,848
001-6103-6002	SALES TAX FOR EDUCATION	<u>529,039</u>	<u>566,072</u>	<u>707,940</u>	<u>707,940</u>	<u>790,951</u>
	TOTAL JOINT SCHOOL OPERATIONS	6,726,814	6,160,264	6,414,311	6,414,311	6,497,799

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>RECREATION - ADMINISTRATION</u></b>						
001-7101-1001	SALARIES & WAGES	196,859	189,845	199,694	199,000	206,931
001-7101-1003	PARTTIME SALARIES	31,196	41,707	45,000	43,500	48,000
001-7101-2001	FICA	19,264	18,863	18,719	18,400	19,502
001-7101-2002	RETIREMENT [VRS]	19,289	26,713	28,175	30,700	33,334
001-7101-2005	HOSPITALIZATION	20,339	20,752	25,410	22,000	24,200
001-7101-2006	GROUP INSURANCE	0	0	0	0	2,500
001-7101-2009	UNEMPLOYMENT INSURANCE	76	0	0	0	0
001-7101-2010	WORKERS COMPENSATION	1,300	1,350	1,418	1,453	1,526
001-7101-2016	TRAINING	242	34	750	500	750
001-7101-3001	PROFESSIONAL HEALTH SERVICES	120	120	120	120	120
001-7101-3002	PROFESSIONAL SERVICES	214	0	100	10	100
001-7101-30041	MAINTENANCE, CARS & TRUCKS	308	121	250	200	250
001-7101-30042	MAINTENANCE, BUILDINGS	26,060	26,336	28,500	28,500	29,500
001-7101-30043	MAINTENANCE, OFFICE EQUIPMENT	0	97	250	100	250
001-7101-30044	MAINTENANCE, POWERED EQUIPMENT	1,066	359	500	500	500
001-7101-3005	MAINTENANCE, SERVICE CONTRACTS	3,941	5,052	5,500	5,500	6,000
001-7101-3007	ADVERTISING	612	393	500	1,000	500
001-7101-3008	LAUNDRY & DRY CLEANING	238	0	200	200	200
001-7101-3033	EXTERMINATING CONTRACT	720	800	960	960	960
001-7101-5101	ELECTRICITY	34,970	33,990	33,500	37,500	37,500
001-7101-5102	HEATING	9,307	6,654	9,000	9,000	9,000
001-7101-5201	POSTAGE	493	505	750	750	800
001-7101-5203	TELECOMMUNICATION	8,174	7,748	8,750	8,000	8,750
001-7101-5301	BOILER INSURANCE	0	0	250	0	250
001-7101-5302	FIRE INSURANCE	2,807	2,951	3,200	5,813	4,000
001-7101-5305	MOTOR VEHICLE INSURANCE	1,310	1,420	1,500	1,378	1,500
001-7101-5307	PUBLIC OFFICIAL LIABILITY	0	347	350	479	500
001-7101-5308	GENERAL LIABILITY	800	834	900	800	900
001-7101-5401	OFFICE SUPPLIES	2,335	1,923	2,650	2,500	2,650
001-7101-5405	LAUNDRY, HOUSEKEEPING, JANITOR	2,186	2,521	2,750	2,750	2,750
001-7101-5408	VEHICLE POWERED EQUIPMENT-SUPP	0	5	250	200	250
001-7101-54081	CAR & TRUCK SUPPLIES	1,050	745	850	500	850
001-7101-54082	TIRES	0	0	400	370	400
001-7101-54083	GAS & OIL	790	1,221	1,100	1,100	1,250
001-7101-5411	BOOKS & SUBSCRIPTIONS	27	35	100	50	100
001-7101-5413	OTHER OPERATING SUPPLIES	1,962	2,700	1,850	1,850	1,850
001-7101-5501	TRAVEL -MILEAGE	350	350	350	350	400
001-7101-5504	TRAVEL -CONVENTION & EDUCATION	2,070	561	1,500	1,200	1,500
001-7101-5801	DUES & ASSOCIATION MEMBERSHIPS	160	175	250	250	250
001-7101-7002	FURNITURE & FIXTURES	4,519	3,625	5,000	5,000	5,000
001-7101-7007	ADP EQUIPMENT	1,818	1,315	1,250	1,250	1,250
	TOTAL RECREATION - ADMINISTRATION	396,972	402,167	432,545	433,733	456,823
<b><u>RECREATION - PARKS</u></b>						
001-7102-1001	SALARIES & WAGES	26,953	29,860	42,962	42,600	44,264
001-7102-1003	PARTTIME SALARIES & WAGES	71,953	76,182	99,000	104,000	111,000
001-7102-2001	FICA	6,768	8,036	10,860	11,215	11,878
001-7102-2002	RETIREMENT [VRS]	2,672	4,183	6,122	6,070	7,202
001-7102-2005	HOSPITALIZATION	5,654	6,143	6,710	6,400	7,040
001-7102-2006	GROUP INSURANCE	0	0	0	0	540
001-7102-2010	WORKERS COMPENSATION	3,600	3,712	3,900	3,996	4,190
001-7102-30042	MAINTENANCE, BUILDINGS	1,559	1,177	1,400	1,400	1,400
001-7102-30044	MAINTENANCE, EQUIPMENT	1,052	1,189	1,400	1,000	1,400

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-7102-3005	MAINTENANCE, SERVICE CONTRACTS	140	0	0	0	0
001-7102-3006	PRINTING	646	1,396	2,000	1,200	2,000
001-7102-3007	ADVERTISING	138	89	400	200	400
001-7102-5101	ELECTRICITY	3,645	4,082	5,000	4,000	5,000
001-7102-5201	POSTAGE	25	35	100	100	100
001-7102-5203	TELECOMMUNICATION	4,984	5,011	4,500	5,000	5,000
001-7102-5302	FIRE INSURANCE	597	656	650	1,744	1,200
001-7102-5307	PUBLIC OFFICIAL LIABILITY	0	347	350	479	500
001-7102-5308	GENERAL LIABILITY	800	556	1,000	533	1,000
001-7102-5401	OFFICE SUPPLIES	422	518	750	600	750
001-7102-5403	AGRICULTURAL SUPPLIES	1,483	864	1,750	1,750	4,000
001-7102-5404	MEDICAL SUPPLIES	0	85	100	50	100
001-7102-5405	LAUNDRY, HOUSEKEEPING, JANITOR	806	184	1,000	1,000	2,500
001-7102-5407	REPAIR & MAINTENANCE SUPPLIES	1,270	832	1,100	1,100	2,500
001-7102-5408	VEHICLE POWERED EQUIPMENT-SUPPLIES	215	188	250	250	250
001-7102-54083	GAS & OIL	55	26	75	75	75
001-7102-54084	EQUIPMENT SUPPLIES	367	536	500	500	500
001-7102-5410	UNIFORMS & APPAREL	449	0	500	400	500
001-7102-5411	BOOKS & SUBSCRIPTIONS	38	0	50	0	50
001-7102-5413	OTHER OPERATING SUPPLIES	2,975	3,342	2,750	2,750	2,750
001-7102-5414	MERCHANDISE FOR RESALE	5,505	6,204	6,000	6,000	6,000
001-7102-5415	FISHING LICENSES	5,481	4,769	6,000	199	0
001-7102-5501	TRAVEL -MILEAGE	350	350	350	0	100
001-7102-5504	TRAVEL -CONVENTION & EDUCATION	0	179	0	0	0
001-7102-5801	DUES & ASSOCIATION MEMBERSHIPS	0	80	125	125	125
001-7102-7001	MACHINERY & EQUIPMENT	1,017	380	750	750	750
001-7102-7002	FURNITURE & FIXTURES	479	692	1,000	800	1,000
001-7102-7005	MOTOR VEHICLES & EQUIPMENT	6,360	11,159	8,000	8,000	8,000
001-7102-8001	LEASE/RENT OF EQUIPMENT	<u>204</u>	<u>277</u>	<u>2,500</u>	<u>1,800</u>	<u>2,500</u>
	TOTAL RECREATION - PARKS	158,663	173,319	219,905	216,086	236,564
<b><u>RECREATION - PLAYGROUNDS</u></b>						
001-7104-1001	SALARIES & WAGES	167,909	178,072	158,362	146,500	150,763
001-7104-1003	PARTTIME SALARIES & WAGES	85,763	88,783	80,000	77,500	85,000
001-7104-2001	FICA	21,076	21,975	18,235	17,136	18,036
001-7104-2002	RETIREMENT [VRS]	16,159	23,612	22,385	21,000	24,408
001-7104-2005	HOSPITALIZATION	20,952	22,552	25,080	23,700	26,050
001-7104-2006	GROUP INSURANCE	0	0	0	0	1,830
001-7104-2009	UNEMPLOYMENT INSURANCE	0	219	0	0	0
001-7104-2010	WORKERS COMPENSATION	5,655	5,736	6,022	6,176	6,485
001-7104-3002	PROFESSIONAL SERVICES	167,687	195,654	185,000	185,000	185,000
001-7104-3004	REPAIR & MAINTENANCE	38	8	150	100	150
001-7104-30041	MAINTENANCE, CARS & TRUCKS	41	0	250	150	250
001-7104-30042	MAINTENANCE, BUILDINGS	8,743	8,904	9,000	9,000	10,000
001-7104-30043	MAINTENANCE, OFFICE EQUIPMENT	569	0	450	450	450
001-7104-30044	MAINTENANCE, POWERED EQUIPMENT	823	282	700	700	750
001-7104-3005	MAINTENANCE, SERVICE CONTRACTS	1,794	2,583	2,500	2,500	2,500
001-7104-3006	PRINTING	2,441	1,751	3,000	3,000	3,000
001-7104-3007	ADVERTISING	448	191	500	1,137	500
001-7104-3008	LAUNDRY & DRY CLEANING	599	842	600	600	750
001-7104-5101	ELECTRICITY	6,132	12,175	17,500	17,500	17,500
001-7104-5201	POSTAGE	1,175	859	1,300	1,100	1,300
001-7104-5203	TELECOMMUNICATION	5,849	6,444	7,800	8,000	8,000
001-7104-5301	BOILER INSURANCE	0	254	500	254	500

**CITY OF WILLIAMSBURG - FISCAL YEAR 2007**

**General Fund Operating Budget**

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-7104-5302	FIRE INSURANCE	595	656	700	1,744	1,000
001-7104-5305	MOTOR VEHICLE INSURANCE	0	0	550	0	500
001-7104-5307	PUBLIC OFFICIAL LIABILITY	0	347	350	479	500
001-7104-5308	GENERAL LIABILITY	800	556	850	533	850
001-7104-5401	OFFICE SUPPLIES	609	332	1,800	1,800	1,800
001-7104-5405	LAUNDRY, HOUSEKEEPING, JANITOR	1,019	982	1,250	1,250	1,250
001-7104-5407	REPAIR & MAINTENANCE SUPPLIES	195	227	750	750	750
001-7104-5408	VEHICLE POWERED EQUIPMENT-SUPPLIES	0	26	50	50	50
001-7104-54081	CAR & TRUCK SUPPLIES	896	478	500	500	500
001-7104-54082	TIRES	0	0	100	0	100
001-7104-54083	GAS & OIL	1,748	2,416	1,650	2,300	2,250
001-7104-54084	EQUIPMENT SUPPLIES	69	252	400	300	400
001-7104-5410	UNIFORMS & APPAREL	742	602	900	0	900
001-7104-5411	BOOKS & SUBSCRIPTIONS	14	0	100	0	100
001-7104-5412	EDUCATIONAL & REC SUPPLIES	7,551	7,969	8,500	8,500	8,500
001-7104-5413	OTHER OPERATING SUPPLIES	7,219	7,436	8,500	8,500	8,500
001-7104-5414	MERCHANDISE FOR RESALE	61	392	400	250	400
001-7104-5416	POOL SUPPLIES	6,668	4,933	7,000	6,500	7,000
001-7104-5501	TRAVEL -MILEAGE	700	700	700	700	800
001-7104-5504	TRAVEL -CONVENTION & EDUCATION	324	132	400	0	400
001-7104-5801	DUES & ASSOCIATION MEMBERSHIPS	150	0	200	200	200
001-7104-7001	MACH & EQUIP (PARK & REC DEV)	15,768	14,393	18,500	18,500	20,000
001-7104-7002	FURNITURE & FIXTURES	1,851	1,603	1,800	1,500	1,800
001-7104-7005	MOTOR VEHICLES & EQUIPMENT	0	169	1,000	1,000	1,000
001-7104-8001	LEASE/RENT OF EQUIPMENT	<u>8,794</u>	<u>10,010</u>	<u>12,000</u>	<u>11,500</u>	<u>12,500</u>
	TOTAL RECREATION - PLAYGROUNDS	569,627	625,508	608,283	588,359	615,272
<b><u>CEMETERY</u></b>						
001-7108-1001	SALARIES & WAGES	26,676	27,498	28,392	28,392	29,528
001-7108-1002	SALARIES & WAGES OVERTIME	794	635	1,000	1,000	1,000
001-7108-2001	FICA	2,190	2,241	2,248	2,248	2,335
001-7108-2002	RETIREMENT [VRS]	2,623	3,890	4,046	4,046	4,804
001-7108-2005	HOSPITALIZATION	1,210	1,205	1,200	1,200	1,200
001-7108-2006	GROUP INSURANCE	0	0	0	0	360
001-7108-2010	WORKERS COMPENSATION	889	749	786	727	764
001-7108-30044	MAINTENANCE, EQUIPMENT	0	150	500	500	500
001-7108-3005	MAINTENANCE, SERVICE CONTRACTS	187	0	400	400	400
001-7108-3008	LAUNDRY & DRY CLEANING	274	338	400	400	400
001-7108-5101	ELECTRICITY	382	354	350	350	350
001-7108-5203	TELECOMMUNICATION	1,071	1,171	1,000	1,000	1,000
001-7108-5302	FIRE INSURANCE	0	0	50	0	0
001-7108-5307	PUBLIC OFFICIAL LIABILITY	0	347	364	479	500
001-7108-5308	GENERAL LIABILITY	225	0	260	0	0
001-7108-5403	AGRICULTURAL SUPPLIES	0	0	800	800	800
001-7108-54081	VEHICLE POWERED EQUIPMENT-SUPP	0	10	500	500	500
001-7108-54082	TIRES	98	0	100	100	100
001-7108-54083	GAS & OIL	97	160	100	100	125
001-7108-54084	EQUIPMENT SUPPLIES	282	146	500	500	500
001-7108-5413	OTHER OPERATING SUPPLIES	3,966	969	3,500	3,500	3,500
001-7108-7006	REPURCHASE OF CEMETERY LOTS	<u>2,775</u>	<u>1,000</u>	<u>4,000</u>	<u>4,000</u>	<u>3,000</u>
	TOTAL CEMETERY	43,741	40,864	50,496	50,242	51,666

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
<b><u>REGIONAL LIBRARY</u></b>						
001-7302-5413	BUILDINGS & GROUNDS - MAINTENANCE	13,924	703	10,000	10,000	10,000
001-7302-6002	REGIONAL LIBRARY	<u>738,273</u>	<u>770,892</u>	<u>794,808</u>	<u>794,808</u>	<u>859,499</u>
	TOTAL REGIONAL LIBRARY	752,197	771,595	804,808	804,808	869,499
<b><u>PLANNING</u></b>						
001-8101-1001	SALARIES	225,730	235,636	240,823	240,800	254,064
001-8101-1002	SALARIES - OVERTIME	0	0	0	0	1,100
001-8101-2001	FICA	16,559	17,104	18,423	18,421	19,520
001-8101-2002	RETIREMENT [VRS]	22,014	32,671	33,978	33,800	40,927
001-8101-2005	HOSPITALIZATION	18,895	19,803	22,000	21,000	23,100
001-8101-2006	GROUP INSURANCE	0	0	0	0	3,069
001-8101-2010	WORKERS COMPENSATION	1,005	1,012	1,062	1,090	1,145
001-8101-2013	EDUCATION ASSISTANCE	0	0	2,000	1,000	2,000
001-8101-2016	TRAINING	2,374	924	2,000	1,000	2,000
001-8101-3001	COMPREHENSIVE PLAN	2,659	11,963	20,000	20,000	20,000
001-8101-3002	PROFESSIONAL SERVICES	24,624	18,319	55,000	40,000	55,000
001-8101-3004	REPAIR & MAINTENANCE	41	0	750	0	750
001-8101-30041	MAINTENANCE, CARS & TRUCKS	15	0	750	100	750
001-8101-30043	MAINTENANCE, OFFICE EQUIPMENT	0	0	500	0	0
001-8101-3005	MAINTENANCE, SERVICE CONTRACTS	0	0	1,000	0	0
001-8101-3006	PRINTING	2,641	763	3,000	1,600	3,000
001-8101-3007	ADVERTISING	11,506	10,961	10,000	12,000	10,000
001-8101-5201	POSTAGE	1,387	1,978	3,000	2,500	3,000
001-8101-5203	TELECOMMUNICATION	6,754	7,680	6,500	6,500	6,500
001-8101-5305	MOTOR VEHICLE INSURANCE	427	710	745	700	745
001-8101-5307	PUBLIC OFFICIAL LIABILITY	3,206	5,204	5,464	7,185	7,185
001-8101-5308	GENERAL LIABILITY	800	556	800	540	800
001-8101-5401	OFFICE SUPPLIES	4,086	4,456	4,500	4,500	4,500
001-8101-54081	CAR & TRUCK SUPPLIES	103	169	150	150	150
001-8101-54082	TIRES	0	0	150	0	150
001-8101-54083	GAS & OIL	513	795	600	900	800
001-8101-5411	BOOKS & SUBSCRIPTIONS	2,101	1,681	2,000	1,800	2,000
001-8101-5413	OTHER OPERATING SUPPLIES	696	2,271	2,000	2,000	2,000
001-8101-5501	TRAVEL - MILEAGE	663	554	1,000	600	1,000
001-8101-5504	TRAVEL - CONVENTION & EDUCATION	4,006	4,894	5,000	5,000	5,000
001-8101-5505	AWARD PROGRAMS	433	266	1,000	1,400	1,000
001-8101-5801	DUES & ASSOCIATION MEMBERSHIPS	1,303	1,473	1,500	1,700	2,000
001-8101-7001	MACHINERY & EQUIPMENT	0	776	1,500	1,500	1,500
001-8101-7002	FURNITURE & FIXTURES	0	288	500	500	1,500
001-8101-7007	ADP EQUIPMENT	<u>0</u>	<u>975</u>	<u>6,500</u>	<u>6,500</u>	<u>2,000</u>
	TOTAL PLANNING	354,539	383,883	454,195	434,786	478,255
<b><u>CONTRIBUTIONS TO OTHER ENTITIES</u></b>						
001-8102-5604	TNCC-SITE IMPROVEMENTS	10,576	13,016	14,237	14,237	9,624
001-8102-56041	TNCC-HISTORIC TRIANGLE CAMPUS	20,000	20,000	20,000	20,000	20,000
001-8102-56043	TNCC-WORKFORCE DEVELOPMENT CENTER	10,500	10,500	10,500	10,500	10,500
001-8102-56044	TNCC-MAJOR GIFTS CAMPAIGN-EQUIPMENT	5,504	5,504	5,504	5,504	0
001-8102-56045	CHILD DEVELOPMENT RESOURCES	3,318	3,803	3,917	3,917	3,018
001-8102-56046	RET. SENIOR VOL. PROGRAM	0	500	600	600	600
001-8102-56047	VIRGINIA ARTS FESTIVAL	0	50,000	50,000	50,000	50,000
001-8102-56048	HIGH SPEED RAIL COALITION	4,000	3,500	3,500	3,500	5,000
001-8102-56049	WMSBG AREA DESTINATION MKTG	0	1,582,047	1,800,000	1,800,000	1,800,000
001-8102-5604A	HAMPTON ROADS PLANNING DISTRICT	5,399	7,812	10,332	10,332	10,988



**CITY OF WILLIAMSBURG - FISCAL YEAR 2007**

**General Fund Operating Budget**

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-8102-5604B	GREATER WMSBG CHAMBER & TOURISM ALLIAN	863,000	857,696	863,000	863,000	863,000
001-8102-5604C	COMMUNITY ACTION AGENCY	15,833	16,387	16,879	16,879	17,723
001-8102-5604D	RITA WELSH ADULT SKILLS PROGRAM	500	500	500	500	500
001-8102-5604E	PENINSULA AGENCY ON AGING	2,289	2,337	2,400	2,400	5,000
001-8102-5604F	UNITED WAY - INFORMATION & REFERRAL	5,000	5,000	5,000	5,000	4,000
001-8102-5604G	COMMUNITY SERVICES COALITION	0	0	2,500	2,500	5,000
001-8102-5604H	WILLIAMSBURG AREA TRANSPORT	144,000	144,000	154,200	154,200	225,000
001-8102-5604I	HOSPICE OF WILLIAMSBURG	8,564	9,000	10,000	10,000	10,000
001-8102-5604J	COLONIAL WILLIAMSBURG FOUNDATION	1,295,000	1,295,000	1,300,000	1,300,000	1,300,000
001-8102-5604K	AVALON	16,800	17,200	17,200	17,200	17,500
001-8102-5604L	NEWPORT NEWS LIBRARY (BLIND)	1,560	1,560	2,280	2,280	2,400
001-8102-5604M	PENINSULA COUNCIL-WORKFORCE DEVELOPME	14,750	14,750	5,919	5,919	5,847
001-8102-5604N	NN/W AIRPORT TASK FORCE	0	5,999	6,000	6,000	6,000
001-8102-5604O	JAMESTOWN-YORKTOWN FOUNDATION	8,000	10,000	10,000	10,000	10,000
001-8102-5604P	COLONIAL C.A.S.A.	7,000	7,000	7,000	7,000	7,000
001-8102-5604Q	WILLIAMSBURG AIDS NETWORK	2,160	2,160	2,160	2,160	3,000
001-8102-5604R	HERITAGE HUMANE SOCIETY	22,500	23,000	16,000	16,000	16,000
001-8102-5604S	WILLIAMSBURG EXTENSION SERVICE	1,500	1,500	1,500	1,500	1,500
001-8102-5604T	PEN. CENTER FOR INDEP. LIVING	1,000	1,000	1,000	1,000	0
001-8102-5604U	BIG BROTHERS / BIG SISTERS	0	3,000	3,150	3,150	3,100
001-8102-5604V	HAMPTON ROADS PARTNERSHIP	5,000	5,325	5,325	5,325	5,325
001-8102-5604V1	HAMPTON ROADS PARTNERSHIP -FILM OFFICE	0	0	0	0	10,000
001-8102-5604X	HISTORIC TRIANGLE SENIOR CENTER	10,872	7,500	10,725	10,725	13,225
001-8102-5604X1	HISTORIC TRIANGLE SUBSTANCE ABUSE COALI	0	0	0	0	2,365
001-8102-5604Y	FARMERS' MARKET	5,000	5,000	5,000	5,000	5,000
001-8102-5604Z	WMSBG LAND CONSERVANCY	5,000	5,000	10,000	10,000	10,000
001-8202-5604	COLONIAL SOIL & WATER CONSERVATION	2,100	2,100	2,415	2,415	2,535
001-8202-5605	CROSSROADS SUPPORT	10,000	10,000	10,000	10,000	10,000
001-8202-5605A	HAMPTON ROADS ECON. DEV. ALLIANCE	0	0	11,605	11,605	11,465
001-8202-5605B	APVA-HISTORIC JAMESTOWNE	0	0	10,000	10,000	0
001-8202-5605C	WRHA-ADMINISTRATION	0	0	35,000	35,000	35,000
001-8202-5605D	JAMESTOWN 2007 COMMEMORATIVE STAMP	0	0	0	0	1,500
001-8202-5605E	FEDERAL FACILITIES ALLIANCE	0	0	0	0	5,360
001-8202-5606	2007 HOST COMMITTEE	<u>0</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	<u>15,000</u>
	TOTAL CONTRIBUTIONS TO OTHER ENTITIES	2,506,725	4,156,696	4,453,348	4,453,348	4,539,075

**ARTS COMMISSION**

001-8102-5605A	WILLIAMSBURG SYMPHONIA	15,000	15,000	15,000	15,000	13,500
001-8102-5605B	VIRGINIA SYMPHONY	15,000	15,000	13,500	13,500	13,500
001-8102-5605C	WMSBG WOMENS CHORUS INC.	0	2,000	2,000	2,000	2,000
001-8102-5605D	TIDEWATER CLASSIC GUITAR	2,000	2,000	2,200	2,200	2,200
001-8102-5605E	VIRGINIA CHORAL SOCIETY	500	400	0	0	250
001-8102-5605F	WILLIAMSBURG CHORAL GUILD	6,000	5,000	5,000	5,000	4,500
001-8102-5605G	WILLIAMSBURG CONSORT	0	2,000	2,000	2,000	2,000
001-8102-5605H	PUBLIC TIMES CHORUS	1,000	900	900	900	810
001-8102-5605I	VIRGINIA OPERA	9,000	9,000	8,100	8,100	9,000
001-8102-5605J	WILLIAMSBURG YOUTH ORCHESTRA	4,000	5,000	5,000	5,000	5,000
001-8102-5605K	WILLIAMSBURG PLAYERS	6,500	6,500	6,500	6,500	5,850
001-8102-5605L	THEATRE IV	5,000	5,500	5,000	5,000	5,000
001-8102-5605M	YOUNG AUDIENCES	3,500	3,500	3,150	3,150	0
001-8102-5605N	VA SHAKESPEARE FESTIVAL	7,350	7,400	7,400	7,400	7,400
001-8102-5605O	INSTITUTE FOR DANCE	6,000	5,500	5,000	5,000	5,000
001-8102-5605Q	MUSCARELLE MUSEUM	3,000	5,500	5,500	5,500	5,500
001-8102-5605R	THIS CENTURY GALLERY	5,000	7,000	8,000	8,000	8,000

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## General Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>REVENUES</u></b>						
001-8102-5605S	EASTERN VA BRASS SOCIETY INC.	0	0	0	0	300
001-8102-5605T	AN OCCASION FOR THE ARTS	7,500	2,500	2,500	2,500	2,500
001-8102-5605U	WHRO-TV	2,000	2,000	2,200	2,200	2,200
001-8102-5605V	CULTURAL ALLIANCE	1,500	1,500	1,500	1,500	1,500
001-8102-5605X	ARTS COMMISSION-ADMIN. EXPENSES	392	601	750	750	750
001-8102-5605Z	FIRST NIGHT OF WILLIAMSBURG	8,500	9,000	9,000	9,000	8,100
001-8102-5606	WILLIAMSBURG MUSIC CLUB	0	500	500	500	600
001-8102-5606B	JAMESTOWN 2007 ARTS GRANT	0	0	0	0	76,000
001-8102-5606C	STAGELIGHTS	3,200	3,500	3,150	3,150	3,000
001-8102-5606D	YORKTOWN SYMPHONY COMMITTEE	500	0	500	500	500
001-8102-5606F	ART SONG OF WILLIAMSBURG	1,500	1,700	1,700	1,700	1,700
001-8102-5606J	VIRGINIA ARTS FESTIVAL	2,500	3,000	3,000	3,000	3,000
001-8102-5606L	PENINSULA FINE ARTS CENTER	5,000	4,500	4,500	4,500	4,000
001-8102-5606M	CHAMBER OF COMMERCE - ARTS MAP	0	0	0	0	7,500
001-8102-5606N	FLUTE FRENZY	1,000	900	900	900	810
001-8102-5606O	VIRGINIA STAGE COMPANY	500	500	450	450	450
001-8102-5606P	COMMUNITY ALLIANCE / PERF. ARTS	2,000	5,500	6,500	6,500	5,000
001-8102-5606Q	WRL FOUNDATION	2,800	3,000	4,000	4,000	4,000
001-8102-5606R	PLAYWRIGHTS PREMIER THEATRE	0	0	1,000	1,000	0
001-8102-5606S	W-JCC COMMUNITY ACTION AGENCY	<u>0</u>	<u>0</u>	<u>350</u>	<u>350</u>	<u>350</u>
	TOTAL ARTS COMMISSION	127,742	135,901	136,750	136,750	211,770
<b><u>TOTAL GENERAL FUND EXPENDITURES</u></b>		24,786,141	27,079,488	29,091,570	28,909,744	30,839,943

The City recognizes the importance of setting specific goals. Goal setting and performance measurement extends to the operating departments of the city. Statements of goals and objectives, and performance measurement, help managers make better decisions and focus attention on program effectiveness.

City staff is currently working on a formal program of performance measurement, determining broad departmental mission statements, more specific goals, and measurable objectives. We are guided by the work on performance measurement of the Governmental Accounting Standards Board on "Service Efforts and Accomplishments," and by the work of the Innovation Groups, a consortium of local governments to which Williamsburg belongs.

Included with this year's adopted operating budget document are the 2006 Performance Data Tracking Report sheets\*. The City has gathered 5 years of information under the performance measurement program. A brief summary of the performance measurement system highlights the major areas of the program:

Program Inputs	Operating and Maintenance budgets [this is actually FY2006 budgeted operating expenditures], and FTE's [full-time equivalents, or staffing levels].
Major Departments Performance Objectives	These are measurable objectives of a department's highest priorities for the year.
Program Workload	Data gathered to reflect the activities provided by the various City departments throughout the year.
Efficiency/ Productivity	Efficiency is the ratio of outputs [workload] divided by cost [usually O & M costs]. Productivity is output divided by FTE's. The intent is to show figures for departments that can be compared month-to-month, and eventually quarter-to-quarter, and not necessarily compare departments or with other cities initially.
Program Effectiveness	Measures the adequacy of the service. It is the ratio of an actual output divided by the desired output. This is used to see if departments have met their desired goals over time.

\* Departments reporting directly to the City Manager have initially been included in this program.

**CITY ASSESSOR**

**Service Mission:** To fairly and equitably assess all real property within the City limits annually in compliance with applicable state and local statutes, to maintain the real property tax map system, and to administer the Deferral for the Elderly Program.

Primary City Assessor services include:

- Processing 100% of all recorded real property transfers on a monthly basis.
- Developing annual comparable sales studies, resulting in the equitable assessment of all real property.
- Maintaining an acceptable sales-to-assessment ratio and coefficient of dispersion per state guidelines.
- Providing efficient access to public information on all real property in the City.
- Publishing and distributing land books, reassessment notices, and real property tax bills as per state and local guidelines.
- Complying with all applicable state and local codes in administering the Deferral for the Elderly Program.

The assessor also conducts a number of activities to support the major activities outlined above, including responding to citizens requests for information from the real property database on a daily basis.

**Department Input Summary**

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	2	2	2
Personnel	\$116,653	\$126,652	\$134,691
Operating	\$19,617	\$20,950	\$22,420
Capital	<u>\$353</u>	<u>\$0</u>	<u>\$0</u>
Total	\$136,623	\$147,602	\$157,111

## MAJOR SERVICE PROGRAMS

### **SERVICE PROGRAM #1:** Annual Real Property Assessment

**Statement of Purpose:**

To fairly and accurately assess all real property within the City limits.

**Performance Objectives:**

- To maintain the City's sales-to-assessment ratio within state guidelines.
- To annually reassess 100% of the real property parcels within the City limits.

**WILLIAMSBURG ASSESSOR'S OFFICE**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY**

<b>Program Inputs</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$116,996	\$122,039	\$114,327	\$138,205	\$147,602	7%
2. Actual FTEs	1	1	1	2	2	0%

  

<b>Key Program Workload</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Parcels Completed (taxable/non-taxable)					
FY02	541	1,477	950	1,010	3,978
FY03	0	460	2,215	1,325	4,000
FY04	0	387	1,981	1,836	4,204
FY05	0	300	1,800	2,274	4,374
FY06	0	0	2,000	2,223	4,223
% Change Over Last FY	0%	-100%	11%	-2%	-3%
2. Real Estate Transfers Recorded					
FY02	128	106	87	107	428
FY03	78	85	85	91	339
FY04	136	133	116	142	527
FY05	127	140	106	113	486
FY06	107	105	107	122	441
% Change Over Last FY	-16%	-25%	1%	8%	-9%
3. Real Estate Bills Processed					
FY02	0	3,383	0	3,421	6,804
FY03	0	3,648	68	3,732	7,448
FY04	0	3,711	0	3,535	7,246
FY05	0	3,800	240	3,646	7,686
FY06	0	3,875	0	3,872	7,747
% Change Over Last FY	0%	2%	0%	6%	1%
4. Requests For Real Estate Information					
FY02	1,933	1,629	1,837	1,893	7,292
FY03	1,345	1,412	1,421	1,403	5,581
FY04	742	450	335	395	1,922
FY05	1,030	710	643	645	3,028
FY06	800	670	600	670	2,740
% Change Over Last FY	-22%	-6%	-7%	4%	-10%

# WILLIAMSBURG ASSESSOR'S OFFICE

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continue

<b>Efficiency/Productivity</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Re-assessment Cost Per Parcel					
FY02	\$54	\$20	\$31	\$29	\$29
FY03	\$0	\$66	\$14	\$23	\$31
FY04	\$0	\$74	\$14	\$16	\$27
FY05	\$0	\$115	\$19	\$15	\$32
<b>FY06</b>	<b>\$0</b>	<b>\$0</b>	<b>\$18</b>	<b>\$17</b>	<b>\$35</b>
% Change Over Last FY	0%	-100%	-5%	13%	9%
2. Parcels Assessed Per FTE					
FY02	541	1,477	950	1,010	3,978
FY03	0	460	2,215	1,325	4,000
FY04	0	387	1,981	1,836	4,204
FY05	0	150	900	1,137	2,187
<b>FY06</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,112</b>	<b>2,112</b>
% Change Over Last FY *	0%	-100%	11%	-2%	-3%
* Beginning in FY 2005, the Assessor's Office increased from 1 FTE to 2 FTE's					
<b>Effectiveness</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Sales/Assessment Ratio					
FY02	91.4%	91.4%	91.4%	91.4%	91.4%
FY03	87.9%	87.9%	87.9%	87.9%	87.9%
FY04	83.8%	83.8%	83.8%	83.8%	83.8%
FY05	87.7%	87.7%	87.7%	87.7%	87.7%
<b>FY06</b>	<b>86.2%</b>	<b>86.2%</b>	<b>86.2%</b>	<b>86.2%</b>	<b>86.2%</b>
% Change Over Last FY	-1.7%	-1.7%	-1.7%	-1.7%	-1.7%
2. Taxable Parcels Assessed To Date					
FY02	14%	51%	75%	100%	100%
FY03	0%	12%	66%	97%	97%
FY04	0%	9%	57%	100%	100%
FY05	0%	7%	48%	100%	100%
<b>FY06</b>	<b>0%</b>	<b>0%</b>	<b>47%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0.0%	-100.0%	-2.1%	0.0%	0.0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: CITY ASSESSOR

PROGRAM: ANNUAL REAL PROPERTY ASSESSMENT

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$36,901	\$36,901	\$36,901	\$36,901	\$147,602
Actual FTE's	2	2	2	2	2

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) To maintain the City's Sales/Assessment Ratio within state guidelines
- 2) To assess annually all real estate parcels within City limits (taxable and non-taxable)

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
# of parcels completed (taxable & non-taxable)	0	0	2,000	2,223	4,223
# of building permits processed *	0	0	55	16	71
Real estate transfers recorded	107	105	107	122	441
Real estate bills processed **	0	3,875	0	3,872	7,747
Requests for real estate assessment information	800	670	600	670	2,740
Deferral program participants ***	0	2	0	0	2

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Re-assessment cost per parcel	\$0	\$0	\$18	\$17	\$35
2) Parcels assessed per full time equivalent (FTE)	0	0	1,000	1,112	2,112

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Maintain the Sales/Assessment Ratio within state guidelines					
a. % of landbook assessments/sales ratio- 2003	86.20%	86.20%	86.20%	86.20%	86.20%
2) Assess annually all real estate parcels within City limits					
a. Parcels assessed to date	0	0	2,000	2,223	4,223
b. Total parcels in City limits +	4,374	4,363	4,247	4,223	4,223
c. Cumulative % of total parcels assessed to date	0%	0%	47%	100%	100%

### COMMENTS/EXPLANATIONS:

- \* Building permits are processed during January & June.
- \*\* Real estate bills are processed in October & April.
- \*\*\* The deferral program participants must apply during September.
- + Assessment of non-taxable real estate parcels of the College of William & Mary are completed by August.  
Taxable + non-taxable parcels fluxuate periodically. The current estimate is 4,223 of which 242 are non-taxable



**FINANCE DEPARTMENT**

**Service Mission:** To maintain a complete and accurate accounting of City finances, including the receipt and disbursements of all City funds.

Primary Finance Department services include:

- Maintaining a Citywide fund accounting system.
- Maintaining complete real estate, personal property tax, and utility billing and collection systems.
- Coordinating the preparation of the annual operating budget in conformance with Government Finance Officers Association Certificate standards.
- Coordinating the preparation of the Comprehensive Annual Financial Report in conformance with Government Finance Officers Association Certificate standards.
- Monitoring the City's investment portfolio to maximize return on investment.
- Coordinating Citywide Performance Measurement Monitoring System.
- Provide information technology support for all City departments.
- Maintaining comprehensive information on the City's Website, including financial transactions.

The department also conducts a number of activities to support the major activities outlined above, including responding to citizen requests for information about tax and utility billings, and processing invoices for all City goods and services purchased.

**Department Input Summary**

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	11	11	11
Personnel	\$713,843	\$715,091	\$762,500
Operating	\$76,461	\$98,678	\$92,470
Capital	<u>\$4,273</u>	<u>\$5,500</u>	<u>\$3,500</u>
Total	\$794,577	\$819,269	\$858,470

**MAJOR SERVICE PROGRAMS**

**SERVICE PROGRAM #1:** Delinquent Personal Property Tax Collections

**Statement of Purpose:**

To maximize the collection of delinquent personal property tax collections in an efficient and effective manner.

**Performance Objectives:**

- To collect 90% of all 2005, 95% of all 2004, and 97% of all 2003 delinquent personal property taxes.

**SERVICE PROGRAM #2:** Personal Property Abatements

**Statement of Purpose:**

To maximize accuracy of personal property billings by minimizing the number of tax abatements.

**Performance Objectives:**

- To reduce the number of personal property abatements by 20% by June 30, 2006.

**WILLIAMSBURG FINANCE DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY**

<b>Program Inputs</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$756,964	\$790,269	\$810,108	\$812,233	\$819,269	1%
2. Actual FTEs	12	12	11	11	11	0%

<b>Key Program Workload</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Total Current Year Personal Property Tax Collections					
FY02	\$0	\$1,791,637	\$420,095	\$12,746	\$2,224,478
FY03	\$0	\$1,862,277	\$347,793	\$48,195	\$2,258,265
FY04	\$0	\$1,964,281	\$289,904	\$50,614	\$2,304,799
FY05	\$55	\$2,092,562	\$129,969	\$29,433	\$2,252,019
<b>FY06</b>	<b>\$107</b>	<b>\$2,118,470</b>	<b>\$137,243</b>	<b>\$69,512</b>	<b>\$2,325,332</b>
% Change Over Last FY	0%	1%	6%	136%	3%
2. Total Delinquent Personal Property Tax Collections					
FY02	\$10,551	\$5,202	\$7,048	\$1,331	\$24,132
FY03	\$9,628	\$10,531	\$23,420	\$10,960	\$54,539
FY04	\$12,039	\$5,366	\$13,805	\$1,912	\$33,122
FY05	\$937	\$10,567	\$7,147	\$6,915	\$25,566
<b>FY06</b>	<b>\$29,561</b>	<b>\$13,740</b>	<b>\$7,239</b>	<b>\$8,406</b>	<b>\$58,946</b>
% Change Over Last FY	3055%	30%	1%	22%	131%
3. Personal Property Tax Abatements (previous year)					
FY02	0	91	27	8	126
FY03	0	127	24	29	180
FY04	0	73	25	10	108
FY05	0	111	54	16	181
<b>FY06</b>	<b>0</b>	<b>191</b>	<b>44</b>	<b>32</b>	<b>267</b>
% Change Over Last FY	0%	72%	-19%	100%	48%
4. Personal Property Tax Abatements (2 years back)					
FY02	19	6	15	2	42
FY03	12	14	4	5	35
FY04	10	5	8	1	24
FY05	1	6	13	4	24
<b>FY06</b>	<b>8</b>	<b>14</b>	<b>3</b>	<b>10</b>	<b>35</b>
% Change Over Last FY	700%	133%	-77%	150%	46%

# WILLIAMSBURG FINANCE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continued

<b>Efficiency/Productivity</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Delinquent Personal Property Taxes Collected Per FTE					
FY02	\$339,281	\$339,715	\$340,302	\$340,383	\$1,359,681
FY03	\$362,653	\$363,531	\$365,483	\$366,396	\$1,458,063
FY04	\$411,719	\$412,207	\$413,462	\$413,636	\$1,651,024
FY05	\$416,917	\$417,877	\$418,527	\$419,139	\$1,672,460
<b>FY06</b>	<b>\$418,772</b>	<b>\$420,021</b>	<b>\$420,679</b>	<b>\$421,443</b>	<b>\$1,680,915</b>
% Change Over Last FY	0%	1%	1%	1%	1%
2. Personal Property Tax Bills Issued Net of Abatements (previous year)					
FY02	0	4,572	4,637	4,656	4,538
FY03	0	4,777	4,932	4,927	4,776
FY04	0	4,768	4,829	4,846	4,748
FY05	0	4,795	4,880	4,936	4,771
<b>FY06</b>	<b>0</b>	<b>4,780</b>	<b>4,969</b>	<b>5,003</b>	<b>4,768</b>
% Change Over Last FY	0%	0%	2%	1%	0%

<b>Effectiveness</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Collect 90% Of All Personal Property Taxes (previous year)					
FY02	0%	78%	96%	97%	97%
FY03	0%	78%	92%	94%	94%
FY04	0%	83%	95%	97%	97%
FY05	0%	90%	95%	96%	96%
<b>FY06</b>	<b>0%</b>	<b>89%</b>	<b>94%</b>	<b>97%</b>	<b>97%</b>
% Change Over Last FY	0%	-1%	-1%	1%	1%
2. Collect 95% Of All Personal Property Taxes (2 years back)					
FY02	96%	96%	96%	97%	97%
FY03	97%	97%	97%	97%	97%
FY04	97%	97%	98%	98%	98%
FY05	97%	98%	98%	98%	98%
<b>FY06</b>	<b>97%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
3. Collect 97% Of All Personal Property Taxes (3 years back)					
FY02	97%	97%	98%	98%	98%
FY03	97%	97%	98%	98%	98%
FY04	98%	98%	98%	98%	98%
FY05	98%	98%	98%	98%	98%
<b>FY06</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>
% Change Over Last FY	1%	1%	1%	1%	1%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: FINANCE

PROGRAMS: DELINQUENT PERSONAL PROPERTY TAX COLLECTIONS

PERSONAL PROPERTY TAX ABATEMENTS

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$204,817	\$204,817	\$204,817	\$204,817	\$819,269
Actual FTE's	11	11	11	11	11

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) To collect 90% of all 2005, 95% of 2004, and 97% of 2003 personal property taxes
- 2) To reduce total number of current year property tax abatements by 20% of last year's abatements

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Personal property tax collections - 2005	\$107	\$2,118,470	\$137,243	\$69,512	\$2,325,332
Delinquent personal property tax collections - 2004	\$27,143	\$10,303	\$4,975	\$6,531	\$48,952
Delinquent personal property tax collections - 2003	\$2,418	\$3,437	\$2,264	\$1,875	\$9,994
2005 personal property taxes collected-to date	\$107	\$2,118,031	\$2,255,170	\$2,324,647	\$2,324,647
2004 personal property taxes collected-to date	\$2,278,510	\$2,288,813	\$2,293,788	\$2,300,319	\$2,300,319
2003 personal property taxes collected-to date	\$2,327,980	\$2,331,417	\$2,333,681	\$2,335,556	\$2,335,556
2005 personal property taxes billed-to date	\$2,557,477	\$2,383,992	\$2,387,642	\$2,387,462	\$2,387,462
2004 personal property taxes billed-to date	\$2,346,998	\$2,345,909	\$2,346,555	\$2,337,160	\$2,337,160
2003 personal property taxes billed-to date	\$2,362,760	\$2,361,465	\$2,361,810	\$2,361,548	\$2,361,548
Personal property tax bills issued to date - 2005	0	4,971	5,013	5,035	5,035
Personal property tax bills issued to date - 2004	4,954	4,958	4,961	4,961	4,961
Personal property tax abatements 2005	0	191	44	32	267
Personal property tax abatements 2004	8	14	3	10	35

### COMMENTS/EXPLANATIONS:

\* Delinquent tax notices are mailed to citizens in February of each year

\*\* Personal property tax bills are sent out each October and payments are due December 1.

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT (con't)

DEPARTMENT: FINANCE

PROGRAMS: DELINQUENT PERSONAL PROPERTY TAX COLLECTIONS

PERSONAL PROPERTY TAX ABATEMENTS

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Delinquent personal property taxes collected per full time equivalent (FTE)	\$418,772	\$420,021	\$420,679	\$421,443	\$421,443
2) 2005 Personal property tax bills issued without abatements	0	4,780	4,969	5,003	4,768

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Collect 90% of all 2005 personal property taxes					
a. Total 2005 personal property taxes billed	\$2,557,477	\$2,383,992	\$2,387,642	\$2,387,462	\$2,387,462
b. 2005 personal property taxes collected to date	\$107	\$2,118,031	\$2,255,170	\$2,324,647	\$2,324,647
<b>c. % collected*</b>	<b>0%</b>	<b>89%</b>	<b>94%</b>	<b>97%</b>	<b>97%</b>
2) Collect 95% of all 2004 personal property taxes**					
a. Total 2004 personal property taxes billed**	\$2,346,998	\$2,345,909	\$2,346,555	\$2,337,160	\$2,337,160
b. 2004 personal property taxes collected to date**	\$2,278,510	\$2,288,813	\$2,293,788	\$2,300,319	\$2,300,319
<b>c. % collected</b>	<b>97%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>	<b>98%</b>
3) Collect 97% of all 2003 personal property taxes**					
a. Total 2003 personal property taxes billed**	\$2,362,760	\$2,361,465	\$2,361,810	\$2,361,548	\$2,361,548
b. 2003 personal property taxes collected to date**	\$2,327,980	\$2,331,417	\$2,333,681	\$2,335,556	\$2,335,556
<b>c. % collected</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>	<b>99%</b>
4) To reduce total number of current year abatements by 20% of last year's abatements					
a. # of 2005 personal property abatements	8	205	47	42	302
a. # of 2004 personal property abatements [last year]	1	117	67	20	205
<b>c. % change ***</b>	<b>700%</b>	<b>75%</b>	<b>-30%</b>	<b>110%</b>	<b>47%</b>

### COMMENTS/EXPLANATIONS:

\* Personal property tax bills are sent out each October and payments are due December 1.

\*\* Represent cumulative personal property totals.

\*\*\* Higher abatements due largely to taxpayers erroneously reporting to Commissioner of Revenue that they own vehicles in the City on January 1 [assessment day].

**POLICE DEPARTMENT**

**Service Mission:** To enforce the law in a fair and impartial manner, recognizing both the statutory and judicial limitation of police authority and the constitutional rights of all persons.

Primary Police Department services include:

- Providing for the prevention and deterrence of crime.
- Apprehending offenders.
- Recovering and returning stolen property.
- Facilitating the safe and expeditious movement of vehicular and pedestrian traffic.
- Assisting and advising the public in routine and emergency situations.
- E-911 Dispatch

The department also conducts a number of activities to support the major activities outlined above, including responding to citizens requests for information about public safety programs, processing special events, and issuing alarm permits.

**Department Input Summary**

	ACTUAL	BUDGET	ADOPTED
<u>Purpose</u>	<u>2004-2005</u>	<u>2005-2006</u>	<u>2006-2007</u>
FTEs	50	50	53
Personnel	\$2,808,863	\$3,002,124	\$3,410,679
Operating	\$420,876	\$478,529	\$548,350
Capital	<u>\$14,216</u>	<u>\$22,000</u>	<u>\$29,500</u>
Total	\$3,243,955	\$3,502,653	\$3,988,529

## MAJOR SERVICE PROGRAMS

### **SERVICE PROGRAM #1:** Crime Control

#### **Statement of Purpose:**

To maximize police knowledge of crime, successfully clear reported crimes, maximize adherence to constitutional safeguards; present all relevant facts to prosecutors; participate as required in the judicial process; and cover and return crime-related stolen property.

#### **Performance Objectives:**

- To maintain an average response time per call of 2.5 minutes or less.

### **SERVICE PROGRAM #2:** Crime Prevention and Deterrence

#### **Statement of Purpose:**

To minimize the occurrence of preventable crime against persons and property while involving the public in prevention programs, and maximizing professional police behavior.

#### **Performance Objectives:**

- To respond to 99% percent of police complaints within 2 working days.
- To complete 90% percent of all alarm inspections within 1 working day.
- To increase the number of citizens participating in crime prevention education programs.

### **SERVICE PROGRAM #3:** Traffic Enforcement

#### **Statement of Purpose:**

To maximize the safe and smooth flow of vehicular and pedestrian movement in the City with a minimum loss of life, limb, and property.

#### **Performance Objectives:**

- (Only workload measures are being reported at present.)



# WILLIAMSBURG POLICE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY

<i><b>Program Inputs</b></i>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$2,943,296	\$2,981,762	\$3,263,425	\$3,445,442	<b>\$3,502,653</b>	2%
2. Actual FTEs	47.5	47.5	49.5	50	<b>50</b>	0%
<i><b>Key Program Workload</b></i>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>	
1. Calls For Service						
FY02		8,992	9,042	9,054	9,168	36,256
FY03		7,952	6,524	7,596	8,213	30,285
FY04		8,996	7,645	7,157	8,820	32,618
FY05		8,766	674	6,620	7,930	29,990
<b>FY06</b>		<b>8,958</b>	<b>7,215</b>	<b>6,620</b>	<b>7,934</b>	<b>30,727</b>
% Change Over Last FY		2%	970%	0%	0%	2%
2. Avg Response Time Per Call						
FY02		1.7	1.6	1.7	1.6	1.7
FY03		1.8	1.9	1.9	1.7	1.8
FY04		2.0	1.4	1.5	1.3	1.5
FY05		2.1	1.5	1.6	1.4	1.6
<b>FY06</b>		<b>1.8</b>	<b>1.9</b>	<b>1.6</b>	<b>1.4</b>	<b>1.7</b>
% Change Over Last FY		-14%	27%	0%	0%	6%
3. Crimes Cleared By Arrest Or Exceptional Means						
FY02		181	157	196	157	691
FY03		185	225	218	186	814
FY04		162	196	170	231	759
FY05		204	181	135	210	730
<b>FY06</b>		<b>65</b>	<b>58</b>	<b>79</b>	<b>65</b>	<b>267</b>
% Change Over Last FY		-68%	-68%	-41%	-69%	-63%
4. Moving Violations						
FY02		853	776	730	879	3,238
FY03		903	770	675	576	2,924
FY04		619	530	501	478	2,128
FY05		395	255	471	551	1,672
<b>FY06</b>		<b>504</b>	<b>341</b>	<b>471</b>	<b>551</b>	<b>1,867</b>
% Change Over Last FY		28%	34%	0%	0%	12%
5. Crimes Investigated						
FY02		1,015	1,023	917	789	3,744
FY03		504	311	399	467	1,681
FY04		543	515	430	491	1,979
FY05		559	442	362	407	1,770
<b>FY06</b>		<b>466</b>	<b>441</b>	<b>367</b>	<b>466</b>	<b>1,740</b>
% Change Over Last FY		-17%	0%	1%	14%	-2%

# WILLIAMSBURG POLICE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY --Continued

<b>Efficiency/Productivity</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Part 1 Crimes Cleared-Arr/Except Me					
FY02	37%	50%	78%	36%	53%
FY03	27%	26%	46%	78%	45%
FY04	34%	53%	58%	52%	48%
FY05	43%	53%	51%	53%	49%
<b>FY06</b>	<b>41%</b>	<b>55%</b>	<b>51%</b>	<b>53%</b>	<b>49%</b>
% Change Over Last FY	-5%	4%	0%	0%	0%
2. Calls Per FTE (FTE=20)					
FY02	450	452	453	458	1,813
FY03	398	326	380	411	1,514
FY04	450	382	358	441	1,631
FY05	438	334	331	397	1,500
<b>FY06</b>	<b>448</b>	<b>361</b>	<b>331</b>	<b>397</b>	<b>1,536</b>
% Change Over Last FY	2%	8%	0%	0%	2%

<b>Effectiveness</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Respond to 99% of all complaints within 2 working days					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
2. Increase Attendees At Crime Prevention Programs					
FY02	710	845	840	920	3,315
FY03	600	1,000	200	1,260	3,060
FY04	1,985	1,020	639	2,545	6,189
FY05	1,030	3,135	510	885	5,560
<b>FY06</b>	<b>1,640</b>	<b>790</b>	<b>495</b>	<b>1,975</b>	<b>4,900</b>
% Change Over Last FY	59%	-75%	-3%	123%	-12%
3. 90% of Alarm Inspections completed w/in 1 Day					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: POLICE  
 PROGRAMS: CRIME CONTROL  
 CRIME PREVENTION AND COMMUNITY RELATIONS  
 TRAFFIC ENFORCEMENT

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$875,663	\$875,663	\$875,663	\$875,663	\$3,502,653
Actual FTE's	50	50	50	50	50

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) To maintain an average response time per call of 2.5 minutes or less
- 2) To respond to 99% of all complaints within 2 working days
- 3) To complete 90% of all alarm inspections within 1 work day
- 4) To increase number of citizens attending crime prevention education programs

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Calls For Service	8,958	7,215	6,620	7,934	30,727
Average Dispatch Time (minutes)	<1.0	<1.0	<1.0	<1.0	<1.0
Average Response Time Per Call (minutes)	1.8	1.9	1.6	1.4	1.7
Time Consumed [hours]	9,688	9,575	8,635	6,899	34,797
Uniform Patrol Miles	53,724	47,737	47,310	47,700	196,471
Cases Assigned	161	154	126	161	602
Crimes Investigated	466	441	367	466	1,740
Part I Index Crimes Committed	153	118	92	94	457
Arrests for Part I Index Crimes	63	65	47	50	225
Arrests for Part II Index Crimes	167	118	88	160	533
Crimes Cleared By Arrest or Exceptional Means	65	58	79	65	267
Deaths and Bodily Injuries	45	34	35	38	152
Value of Property Recovered	\$6,405	\$22,092	\$50,075	\$25,129	\$103,701
Value of Property Lost	\$89,750	\$61,716	\$96,215	\$108,728	\$356,409
Hours of Total Training	2,142	2,201	1,744	1,000	7,087
Citizen Complaints Responded To	0	3	1	2	6
Citizen Complaints Responded To within 2 Working Days	0	3	1	2	6
Alarm Inspections Assigned	9	2	2	1	14
Alarm Inspections Completed within 1 Working Day	9	2	2	1	14
Security Surveys Completed	2	5	3	2	12
Open Door Follow-Up Reports Completed	1	0	0	0	1
Special Event Assignments	7	10	2	3	22
Educational Presentations	9	12	13	8	42
Attendees at Educational Presentations	1,640	790	495	1,975	4,900
Hazardous Violations	504	341	471	551	1,867
Parking Violations	867	1,217	1,356	1,307	4,747
Other violations	325	222	258	387	1,192
Driving While Intoxicated Incidents	26	37	21	30	114
Accident Citations	51	45	36	35	167
Total Accidents Investigated	51	46	36	35	168
Bodily Injuries	21	15	12	11	59
Fatalities	0	0	0	0	0
Pedestrian Accidents	0	0	0	0	0

**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT (con't)**

DEPARTMENT: POLICE  
 PROGRAMS: CRIME CONTROL  
 CRIME PREVENTION AND COMMUNITY RELATIONS  
 TRAFFIC ENFORCEMENT

<b>EFFICIENCY/PRODUCTIVITY</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
1) Percentage of Part I index crimes cleared by arrest or exceptional means	41%	55%	51%	53%	49%
2) Number of police calls responded to per full time equivalent (FTE)*	448	361	331	397	1,536

<b>EFFECTIVENESS</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
1) To maintain the average response time per call at 2.5 minutes					
a. # of calls responded to	8,958	7,215	6,620	7,934	30,727
b. Aggregated response times (minutes)	16,124.4	13,949.0	10,371.3	11,107.6	51,467.7
<b>c. Average response time per call</b>	<b>1.8</b>	<b>1.9</b>	<b>1.6</b>	<b>1.4</b>	<b>1.7</b>
2) Respond to 99% of all complaints w/in 2 working days					
a. # of complaints responded to	0	3	1	2	6
b. # of complaints responded to within 2 working days	0	3	1	2	6
<b>c. % of complaints responded to w/in 2 working days</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
3) 90% of alarm inspections completed w/in 1 work day					
a. # of inspections assigned	9	2	2	1	14
b. # of inspections completed in 1 work day	9	2	2	1	14
<b>c. % of inspections completed in 1 work day</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
4) Increase number of citizens attending crime prevention education programs					
a. # of attendees current month	1,640	790	495	1,975	4,900
b. # of attendees last year's current month	1,030	3,135	510	885	5,560
<b>c. # change</b>	<b>610</b>	<b>-2,345</b>	<b>-15</b>	<b>1,090</b>	<b>-660</b>

\* FTEs based on the 20-21 officers available to respond to emergency calls.

**FIRE DEPARTMENT**

**Service Mission:** To save lives and protect the property of the citizens of Williamsburg, to mitigate potential hazardous incidences, and to provide emergency medical services.

Primary Fire Department services include:

- Maintaining well-trained personnel for fire prevention and suppression.
- Maintaining a rapid response time within the City limits.
- Maintaining equipment in Class A condition.
- Maintaining mutual aid agreements with neighboring counties.
- Maintaining current emergency operations and management plans.
- Maintaining Advanced Life Support personnel and equipment.

The department also conducts a number of activities to support the major activities outlined above, including daily apparatus inspections, weekly suppression drills, and fire hydrant inspections. The department inspects residences and businesses for fire code compliance, investigates fires of suspicious origin, and conducts fire prevention educational programs for citizens. Personnel attend in-service training and equipment updates.

**Department Input Summary**

	ACTUAL	BUDGET	ADOPTED
<u>Purpose</u>	<u>2004-2005</u>	<u>2005-2006</u>	<u>2006-2007</u>
FTEs	32	35	36
Personnel	\$2,176,215	\$2,360,415	\$2,589,144
Operating	\$233,858	\$320,960	\$375,490
Capital	<u>\$70,618</u>	<u>\$84,000</u>	<u>\$104,000</u>
Total	\$2,480,692	\$2,765,375	\$3,068,634

## MAJOR SERVICE PROGRAMS

### **SERVICE PROGRAM #1:** Fire Suppression

**Statement of Purpose:**

To attack, control, and extinguish all fires and other emergencies to minimize loss of life, injury, and property damage.

**Performance Objectives:**

- To maintain an average response time per fire call of 4 minutes or less.

### **SERVICE PROGRAM #2:** Fire Prevention and Education

**Statement of Purpose:**

To prevent the incidence of fires and accidents through fire code compliance inspections and reviews, plus citizen education programs.

**Performance Objectives:**

- To complete 100% of assigned business inspections in 1 month.
- To enforce fire codes by reviewing all plans submitted within 14 working days.
- To increase the number of citizens participating in fire education programs over 2004-2005 participation.

### **SERVICE PROGRAM #3:** Emergency Medical Service

**Statement of Purpose:**

To provide rapid, on-the-scene assistance and treatment to the sick and injured.

**Performance Objectives:**

- To maintain an average response time per EMS call of 4 minutes or less.

### **SERVICE PROGRAM #4:** Emergency Services

**Statement of Purpose:**

To maintain emergency management plans in the event of natural or man-made disasters.

**Performance Objectives:**

- (Only workload measures are being reported at present.)

# WILLIAMSBURG FIRE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY

<i><b>Program Inputs</b></i>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$2,248,252	\$2,262,601	\$2,415,065	\$2,589,666	\$2,765,375	7%
2. Actual FTEs	32	32	32	32	35	9%

  

<i><b>Key Program Workload</b></i>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. City Emergency Fire Calls Answered					
FY02	221	154	103	151	629
FY03	180	157	141	171	649
FY04	211	146	143	150	650
FY05	188	179	128	130	625
FY06	223	170	142	159	694
% Change Over Last FY	19%	-5%	11%	22%	11%
2. Avg Response Time Per Emergency Fire Call					
FY02	4.3	4.2	4.2	4.9	4.4
FY03	4.7	4.5	4.8	4.7	4.7
FY04	4.6	5.1	5.4	5.3	5.1
FY05	4.8	5.2	5.1	5.5	5.1
FY06	4.9	5.0	4.9	5.0	4.9
% Change Over Last FY	1%	-4%	-3%	-8%	-3%
3. City Emergency EMS Calls Answered					
FY02	436	437	371	411	1,655
FY03	483	439	384	396	1,702
FY04	446	471	390	432	1,739
FY05	446	428	407	411	1,692
FY06	494	487	381	382	1,744
% Change Over Last FY	11%	14%	-6%	-7%	3%
4. Avg Response Time Per EMS Call					
FY02	4.4	4.4	1.2	4.8	3.8
FY03	4.2	4.8	4.7	5.1	4.7
FY04	4.5	5.3	5.9	4.5	5.1
FY05	4.3	4.5	4.1	3.1	4.0
FY06	3.9	3.9	4.4	5.1	4.3
% Change Over Last FY	-9%	-13%	7%	65%	8%

# WILLIAMSBURG FIRE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY-Con't

<b>Efficiency/Productivity</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Ops Expenditures Per \$100K Property Protected					
FY02	\$173	\$279	\$1,437	\$1,007	\$362
FY03	\$1,759	\$932	\$1,658	\$2,325	\$1,495
FY04	\$25,301	\$3,185	\$2,026	\$4,983	\$3,818
FY05	\$2,732	\$6,046	\$1,630	\$2,418	\$2,567
<b>FY06</b>	<b>\$8,242</b>	<b>\$2,356</b>	<b>\$2,496</b>	<b>\$6,535</b>	<b>\$3,638</b>
% Change Over Last FY	202%	-61%	53%	170%	42%
2. Fire & EMS Calls Per FTE					
FY02	24.8	23.9	17.3	21.1	87.1
FY03	24.0	21.0	19.2	20.5	84.7
FY04	24.2	22.4	19.9	21.0	87.5
FY05	22.9	22.1	19.7	19.8	84.5
<b>FY06</b>	<b>24.3</b>	<b>22.4</b>	<b>17.4</b>	<b>19.0</b>	<b>83.0</b>
% Change Over Last FY	6%	1%	-12%	-4%	-2%

<b>Effectiveness</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. 100% Of Business Inspections In 1 Month					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
2. Increase Citizens Attending Fire Safety Ed Programs					
FY02	978	2,460	323	2,149	5,910
FY03	792	1,636	249	2,114	4,791
FY04	663	1,769	408	2,821	5,661
FY05	702	1,843	449	691	3,685
<b>FY06</b>	<b>795</b>	<b>1,458</b>	<b>375</b>	<b>700</b>	<b>3,328</b>
% Change Over Last FY	13%	-21%	-16%	1%	-10%
3. Enforce Fire Codes by Reviewing all Plans within 14 Days					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%



# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: FIRE  
 PROGRAMS: FIRE SUPPRESSION  
 FIRE PREVENTION & EDUCATION  
 EMERGENCY MEDICAL SERVICE  
 EMERGENCY SERVICES

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$691,344	\$691,344	\$691,344	\$691,344	\$2,765,375
Actual FTE's	35	35	35	35	35

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) To maintain an average response time per fire alarm call of 4 minutes or less
- 1) To maintain an average response time per EMS call of 4 minutes or less
- 3) To enforce fire codes by reviewing all plans submitted within an average time of 14 working days
- 4) To complete 100% of assigned business inspections in 1 month or less
- 5) To increase the number of citizens attending fire education programs

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
City emergency fire alarm calls answered	223	170	142	159	694
City non-emergency fire calls answered	19	9	18	12	58
Mutual aid fire calls - aid given	31	39	16	44	130
Mutual aid fire calls - aid received	48	32	27	19	126
William & Mary fire calls answered (part of City total)	39	45	38	31	153
Average response time/Fire call-Emergency	4.85	4.97	4.91	5.01	4.93
Property value at risk-residential,comm'l,educ,other (\$)	\$8,387,608	\$29,347,500	\$27,694,600	\$10,578,765	\$76,008,473
Property value loss-residential,comm'l,educ,other (\$)	\$38,600	\$42,050	\$17,410	\$1,410	\$99,470
Total fire-related injuries	0	1	0	0	1
Total fire-related deaths	0	0	0	0	0
Fire fighting training hours-full time personnel	1,024	215	768	1,035	3,041
Fire fighting training hours-volunteers	92	311.5	253	207	864
Total inspections performed (bus., home, etc.)	176	261	247	239	923
Plans reviewed for fire code compliance	23	24	35	41	123
Fire investigations performed	16	15	28	20	79
Fire code research requests responded to	0	0	0	0	0
Fires of suspicious origin	0	0	1	0	1
Fire prevention education presentations	59	59	29	63	210
Attendees at fire prevention education programs	795	1458	375	700	3,328
Fire prevention training hours completed	0	46	0	60	106
Pre-plan hours completed	2	1	2	3	8
Water flow requests answered	2	3	1	6	12
Hydrant maintenance performed	0	0	0	22	22
City emergency EMS calls answered	494	487	381	382	1,744
City non-emergency EMS public service calls answered	6	5	5	3	19
EMS mutual aid calls answered	83	78	51	68	280
EMS mutual aid calls received	44	36	27	20	127
William & Mary EMS service calls answered(in City total)	35	34	28	27	124
Average EMS response time/call	3.9	3.9	4.4	5.1	4.3
Safety education presentations	0	0	1	0	1
Attendees at EMS education programs	0	0	36	0	36
EMS training hours-full time personnel	311.5	471	287	186.84	1,256
EMS training hours-volunteers	10	43.5	42	4	100
Emergency services-planning hours	24	32	16	32	104
Emergency services-training hours	12	22	38	102	174
Emergency services-education hours	2	8	16	10	36
Emergency services-events	0	0	1	0	1

**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT (con't)**

DEPARTMENT: FIRE  
 PROGRAMS: FIRE SUPPRESSION  
 FIRE PREVENTION & EDUCATION  
 EMERGENCY MEDICAL SERVICE  
 EMERGENCY SERVICES

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Operating expenditures per \$100,000 of property protected within City limits	\$8,242	\$2,356	\$2,496	\$6,535	\$3,638
2) Number of fire and EMS emergency calls responded to per full time equivalent (FTE)	24.3	22.4	17.4	19.0	83.0

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Maintain an average response time per emergency fire alarm call of 4 minutes or less.					
a. Total City emergency fire alarm calls responded to.	223	170	142	159	694
b. Aggregate City emergency response times (minutes)	1081	845	697	797.07	3420
<b>c. Average response time per emergency fire call.</b>	<b>4.85</b>	<b>4.97</b>	<b>4.91</b>	<b>5.01</b>	<b>4.93</b>
2) Maintain an average response time per EMS call of 4 minutes or less.					
a. Total City EMS calls responded to.	494	487	381	382	1744
b. Aggregate City response times.	1921	1915	1675	1964	7474
<b>c. Average response time per EMS call.</b>	<b>3.89</b>	<b>3.93</b>	<b>4.40</b>	<b>5.14</b>	<b>4.29</b>
3) Enforce fire codes by reviewing all plans submitted within an average time of 14 working days.					
a. # of fire code plans reviewed.	23	24	35	41	123
b. # of fire code plans reviewed in 14 working days.	23	24	35	41	123
<b>c. % of fire code plans reviewed in 14 working days.</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
4) Complete 100% of assigned bus. inspections in 1 mo.					
a. # of assigned inspections.	176	261	247	239	923
b. # of assigned inspections performed in 1 month.	176	261	247	239	923
<b>c. % of inspections performed in 1 month.</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
5) Respond to 90% of citizen code research requests within 2 working days.					
a. # of citizen code research requests received	0	0	0	0	0
b. # responded to in 2 working days	0	0	0	0	0
<b>c. % responded to in 2 working days</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>
6) Increase the number of citizens attending fire safety education programs.					
a.# of attendees in 2004-2005	702	1843	449	691	3685
b.# of attendees in 2005-2006	795	1458	375	700	3328
<b>c. % change in the number of citizens attending*</b>	<b>13%</b>	<b>-21%</b>	<b>-16%</b>	<b>1%</b>	<b>-10%</b>

## CODE COMPLIANCE DEPARTMENT

**Service Mission:** To protect the health, safety, welfare and property of City residents through code enforcement programs.

Primary Code Compliance Department services include:

- Issuing permits for all new construction and improvements, in accordance with Virginia Uniform Statewide Building Code.
- Reviewing building plans promptly for compliance with USBC and City codes, and returning plan reviews and comments promptly.
- Inspecting all new and remodeled construction promptly.
- Inspecting existing structures for compliance with Virginia Property Maintenance Code.
- Providing the latest code information and standards to contractors and developers.
- Developing and implementing an underground storage tank inspection program.
- Developing and implementing an elevator inspection program.
- Developing asbestos and Americans with Disabilities Act reporting system.
- Continuing to develop permit automation and information storage.

The department also conducts a number of activities to support the major activities outlined above, including responding to citizens' requests for information about code changes and the code change process, inspecting and providing support for City Code Article 12.

### Department Input Summary

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	6	6	7
Personnel	\$334,302	\$373,812	\$444,950
Operating	\$37,613	\$56,484	\$71,355
Capital	<u>\$1,701</u>	<u>\$3,500</u>	<u>\$5,500</u>
Total	\$373,616	\$433,796	\$521,805

## **MAJOR SERVICE PROGRAMS**

### **SERVICE PROGRAM #1: Inspection**

#### **Statement of Purpose:**

To protect the health, safety, welfare and property of City residents through code compliance inspections, permitting and plan reviews.

#### **Performance Objectives:**

- To complete 90% of all inspections in 1 working day.
- To respond to 99% of all complaints/requests for information within 2 working days.

# WILLIAMSBURG CODE COMPLIANCE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY

<i><b>Program Inputs</b></i>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$267,430	\$282,190	\$344,445	\$399,504	\$433,796	9%
2. Actual FTEs	4	4	6	6	6	0%

<i><b>Key Program Workload</b></i>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Residential Plans Reviewed					
FY02	36	37	39	27	139
FY03	43	40	25	53	161
FY04	36	64	64	68	232
FY05	51	34	40	28	153
<b>FY06</b>	<b>24</b>	<b>20</b>	<b>29</b>	<b>29</b>	<b>102</b>
% Change Over Last FY	-53%	-41%	-28%	4%	-33%
2. Commercial Plans Reviewed					
FY02	13	23	41	35	112
FY03	31	18	37	22	108
FY04	17	22	27	34	100
FY05	36	22	35	27	120
<b>FY06</b>	<b>36</b>	<b>18</b>	<b>37</b>	<b>44</b>	<b>135</b>
% Change Over Last FY	0%	-18%	6%	63%	13%
3. Total Permits Issued					
FY02	267	276	279	290	1,112
FY03	258	267	228	373	1,126
FY04	642	582	606	668	2,498
FY05	337	309	318	280	1,244
<b>FY06</b>	<b>355</b>	<b>266</b>	<b>337</b>	<b>379</b>	<b>1,337</b>
% Change Over Last FY	5%	-14%	6%	35%	7%
4. Total Inspections Performed					
FY02	1,789	1,699	1,614	1,787	6,889
FY03	1,680	1,650	1,560	2,108	6,998
FY04	2,177	2,474	3,052	3,118	10,821
FY05	2,788	2,362	2,489	2,687	10,326
<b>FY06</b>	<b>2,408</b>	<b>1,565</b>	<b>1,887</b>	<b>2,027</b>	<b>7,887</b>
% Change Over Last FY	-14%	-34%	-24%	-25%	-24%

# WILLIAMSBURG CODE COMPLIANCE DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY

<b><i>Efficiency/Productivity</i></b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Cost Per Permit Issued (40% of budget)					
FY02	\$100	\$97	\$96	\$92	\$96
FY03	\$109	\$106	\$124	\$76	\$100
FY04	\$54	\$59	\$57	\$52	\$55
FY05	\$119	\$129	\$126	\$143	\$128
<b>FY06</b>	<b>\$122</b>	<b>\$163</b>	<b>\$129</b>	<b>\$114</b>	<b>\$130</b>
% Change Over Last FY	3%	26%	2%	-20%	2%
2. Cost Per Inspection Performed (60% of budget)					
FY02	\$22	\$24	\$25	\$22	\$23
FY03	\$25	\$26	\$27	\$20	\$24
FY04	\$24	\$21	\$17	\$17	\$19
FY05	\$21	\$25	\$24	\$22	\$23
<b>FY06</b>	<b>\$27</b>	<b>\$42</b>	<b>\$34</b>	<b>\$32</b>	<b>\$33</b>
% Change Over Last FY	29%	68%	42%	45%	43%

<b><i>Effectiveness</i></b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Complete 90% of All Inspections Within 1 Work Day					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
2. Respond To 99% Of Complaints/Info Requests Within 2 Working Days					
FY02	85%	87%	85%	87%	86%
FY03	87%	91%	88%	76%	85%
FY04	85%	89%	88%	87%	88%
FY05	87%	88%	88%	90%	88%
<b>FY06</b>	<b>89%</b>	<b>88%</b>	<b>88%</b>	<b>90%</b>	<b>89%</b>
% Change Over Last FY	2%	0%	0%	0%	1%

**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT**

DEPARTMENT: CODE COMPLIANCE

PROGRAMS: INSPECTION

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$108,449	\$108,449	\$108,449	\$108,449	\$433,796
Actual FTE's	6	6	6	6	6

**MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES**

- 1) To complete 90% of all inspections in 1 work day
- 2) To respond to 99% of all complaints/requests for information within 2 work days

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Residential plans reviewed	24	20	29	29	102
Commercial plans reviewed	36	18	37	44	135
Building permits issued inspections performed	57 685	46 371	71 683	78 825	252 2,564
Electrical permits issued inspections performed	74 402	50 282	71 381	75 370	270 1,435
Gas permits issued inspections performed	21 73	15 45	20 44	30 54	86 216
Mechanical permits issued inspections performed	22 180	20 125	27 211	36 232	105 748
Plumbing permits issued inspections performed	42 279	30 202	38 267	46 199	156 947
Rental permits issued inspections performed	6 46	11 31	9 27	7 16	33 120
Property Maintenance permints inspections performed	97 234	74 159	68 131	72 209	311 733
Fire protection permits issued inspections performed	10 37	9 36	16 29	14 45	49 147
Land Disturbance permits issued inspections performed	8 377	4 272	6 76	8 67	26 792
Sign permits issued inspections performed	18 95	7 42	11 38	13 10	49 185
Total permits issued inspections performed	355 2,408	266 1,565	337 1,887	379 2,027	1,337 7,887
Total inspections performed in 1 working day	2,408	1,565	1,879	2,019	7,871
Complaints/information requests responded to	176	147	184	200	707
Complaints/information requests responded to in 2 work days	157	130	162	179	628

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Cost per permit issued (40% of Budget)	\$122	\$163	\$129	\$114	\$130
2) Cost per inspection performed (60% of Budget)	\$27	\$42	\$34	\$32	\$33
3) Total inspections per full time equivalent (FTE)	401	261	315	338	1,315

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1. Complete 90% of all inspections within 1 work day					
a. # of inspections performed	2,408	1,565	1,887	2,027	7,887
b. # of inspections performed in 1 work day	2,408	1,565	1,879	2,019	7,871
c. % of inspections performed in 1 work day	100%	100%	100%	100%	100%
2. Respond to 99% of complaints/info requests in 2 work days					
a. # responded to	176	147	184	200	707
b. # responded to within 2 work days	157	130	162	179	628
c. % of complaints responded to within 2 work days	89%	88%	88%	90%	89%

**PUBLIC WORKS DEPARTMENT\***

**Service Mission:** To provide a safe and efficient transportation system.

Primary Public Works Department services include:

- Maintaining 100 percent of City streets with sweeping, mowing, repair, and paving programs.
- Providing traffic safety by providing for street signs, signals and sidewalks.
- Keeping all entrances to the City mowed, free of debris, and beautified.
- Using safe, EPA-approved insecticides to help eliminate mosquito infestation.
- Keeping the Cemetery beautiful and providing plot information and funeral arrangements.
- Performing on-site public works project inspections.
- Maintaining City records and map files.

The department also conducts a number of activities to support the major activities outlined above, including responding to citizens requests for information about upcoming projects, changing traffic patterns, and parking.

**Department Input Summary**

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	26	26	26
Personnel	\$1,250,519	\$1,324,738	\$1,401,260
Operating	\$1,773,042	\$1,833,717	\$1,870,754
Capital	<u>\$534,232</u>	<u>\$608,400</u>	<u>\$608,400</u>
Total	\$3,557,793	\$3,766,855	\$3,880,414

\* Includes City Shop, Streets, Engineering, Garbage/Recycling, Municipal Center, Rental Properties, Landscaping, Cemetery, and Mosquito Control



## MAJOR SERVICE PROGRAMS

### **SERVICE PROGRAM #1:** Streets

**Statement of Purpose:**

To enhance the quality of life by developing and implementing programs for maintaining City streets.

**Performance Objectives:**

- Respond to 90% of work orders within 2 working days.

### **SERVICE PROGRAM #2:** Engineering

**Statement of Purpose:**

To administer and manage Capital Improvement and in-house projects for the Public Works and Public Utility Departments.

**Performance Objectives:**

- Complete most City projects on time and within budget.<sup>1</sup>

### **SERVICE PROGRAM #3:** Garbage Collection and Recycling

**Statement of Purpose:**

To oversee the efficient collection of recyclable materials by a contracting firm in order to reduce the tonnage of refuse materials and the associated landfill fees.

**Performance Objectives:**

- Recycle 15% of residential solid waste.
- Respond to garbage/recycling calls within 1 day.

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<sup>1</sup> Dates and funding are contained in the annual CIP budget. A measurable objective is to be added at a later date.

**WILLIAMSBURG PUBLIC WORKS DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY**

Program Inputs	FY02	FY03	FY04	FY05	FY06	Change FY05-06
1. O&M Budget	\$3,170,191	\$3,290,500	\$3,340,056	\$3,641,691	\$3,766,855	3%
2. Actual FTEs	23	23	26	26	26	0%
Key Program Workload	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD	
1. Street Miles Maintained						
FY02	54	54	54	54	54	54
FY03	54	54	54	54	54	54
FY04	54	54	54	54	54	54
FY05	54	54	54	54	54	54
FY06	54	54	54	54	54	54
% Change Over Last FY	0%	0%	0%	0%	0%	0%
2. Work Orders Issued						
FY02	56	48	65	70	239	239
FY03	76	78	62	66	282	282
FY04	72	29	24	38	163	163
FY05	73	51	43	79	246	246
FY06	96	71	69	91	327	327
% Change Over Last FY	32%	39%	60%	15%	33%	33%
3. Avg Engineering Projects In Progress						
FY02	29	27	28	33	29.3	29.3
FY03	31	34	31	36	33.0	33.0
FY04	33	28	37	33	32.8	32.8
FY05	32	38	38	33	35.3	35.3
FY06	27	30	38	39	33.5	33.5
% Change Over Last FY	-16%	-21%	0%	18%	-5%	-5%
4. Tons Of Res. Solid Waste Collected (incl. recycling)						
FY02	746	777	730	669	2,922	2,922
FY03	544	759	723	672	2,698	2,698
FY04	917	804	788	907	3,416	3,416
FY05	842	1080	1044	1,239	4,205	4,205
FY06	1135	1130	979	982	4,226	4,226
% Change Over Last FY	35%	5%	-6%	-21%	0%	0%
5. Garbage/Recycling Inquiries Received						
FY02	291	168	138	317	914	914
FY03	274	124	157	292	847	847
FY04	349	160	180	186	875	875
FY05	382	212	309	424	1327	1327
FY06	803	281	242	261	1587	1587
% Change Over Last FY	110%	33%	-22%	-38%	20%	20%

**WILLIAMSBURG PUBLIC WORKS DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continued**

Efficiency/Productivity	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD
1. Cost Per Mile Of Streets Maintained					
FY02	\$14,677	\$14,677	\$14,677	\$14,677	\$58,707
FY03	\$15,234	\$15,234	\$15,234	\$15,234	\$60,935
FY04	\$15,463	\$15,463	\$15,463	\$15,463	\$61,853
FY05	\$16,860	\$16,860	\$16,860	\$16,860	\$67,439
<b>FY06</b>	<b>\$17,439</b>	<b>\$17,439</b>	<b>\$17,439</b>	<b>\$17,439</b>	<b>\$69,757</b>
% Change Over Last FY	3%	3%	3%	3%	3%
2. Avg Street Miles Maintained Per FTE					
FY02	2.3	2.3	2.3	2.3	2.3
FY03	2.3	2.3	2.3	2.3	2.3
FY04	2.1	2.1	2.1	2.1	2.1
FY05	2.1	2.1	2.1	2.1	2.1
<b>FY06</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>	<b>2.1</b>
% Change Over Last FY	0%	0%	0%	0%	0%
Effectiveness	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD
1. Respond To 90% of Work Orders In 2 Working Days					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
2. Recycle 25% of Solid Waste					
FY02	17%	17%	17%	19%	17%
FY03	25%	20%	20%	22%	21%
FY04	16%	22%	20%	18%	19%
FY05	20%	17%	18%	16%	18%
<b>FY06</b>	<b>17%</b>	<b>17%</b>	<b>19%</b>	<b>19%</b>	<b>18%</b>
% Change Over Last FY	-15%	0%	6%	19%	0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: PUBLIC WORKS  
 PROGRAMS: STREETS  
 ENGINEERING  
 GARBAGE/RECYCLING

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$941,714	\$941,714	\$941,714	\$941,714	\$3,766,855
Actual FTE's	26	26	26	26	26

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) Respond to 90% of all work orders within 2 working days
- 2) Complete most City projects on time and within budget
- 3) Recycle 15% of residential solid waste
- 4) Respond to 90% of garbage/recycling calls within 1 day

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Street Miles Maintained [quarterly figures = averages]	54	54	54	54	216
Work orders issued	96	71	69	91	327
Work orders responded to in 2 working days	96	71	69	91	327
Projects in progress [quarterly figures = averages]	27	30	38	39	34
Projects completed	13	11	22	12	58
Development/site plans reviewed	22	32	49	46	149
Residential recycling collected (tons)	191	197	188	191	767
Residential solid waste collected-incl. recycling (tons)	1,135	1,130	979	982	4,226
Garbage/recycling inquiries received	803	281	242	261	1,587
Garbage/recycling inquiries responded to in 1 day	803	281	242	261	1,587
Interments	12	18	15	23	68

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Cost per mile of streets maintained	\$17,439	\$17,439	\$17,439	\$17,439	\$69,757
Number of street miles maintained per FTE	2.1	2.1	2.1	2.1	2.1

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Respond to 90% of all work orders w/in 2 working days					
a. # of work orders issued	96	71	69	91	327
b. # of work orders responded to in 2 working days	96	71	69	91	327
<b>c. % responded to within 2 working days</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
2) Complete most City projects on time & under budget					
a. City projects completed	13	11	22	12	58
b. City projects completed on time & under budget	13	11	22	12	58
<b>c. % of City projects compl. on time &amp; under budget</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
3) Recycle 25% of residential solid waste					
a. Tons recycled	191.38	196.82	187.81	190.88	766.89
b. Tons of solid waste (including recycling)	1135	1130	978.91	981.95	4225.86
<b>c. % recycled * **</b>	<b>17%</b>	<b>17%</b>	<b>19%</b>	<b>19%</b>	<b>18%</b>
4) Respond to 90% of garb/recycl inquiries w/in 1 day					
a. Inquiries received	803	281	242	261	1587
b. Inquiries responded to within 1 day	803	281	242	261	1587
<b>c. % inquiries responded to within 1 day</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

\* The state mandate on recycling is 25 percent

\*\* Figures as presented do not include residential leaf recycling.

## RECREATION DEPARTMENT

**Service Mission:** To provide safe, well maintained parks and playgrounds, and a broad range of team and individual activities through programs that offer residents the opportunity to enjoy leisure time to its fullest extent.

Primary Recreation Department services include:

- Maintaining the current recreation program schedule and developing additional classes that will increase citizen participation.
- Maintaining parks, playground equipment, picnic tables, shelters, and restrooms in a safe, clean and appealing condition.
- Scheduling, administering, and increasing special tournaments and activities. The department also conducts a number of activities to support the major activities outlined above, including responding to citizens requests for information about department offerings plus schedule and roster changes.

### Department Input Summary

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	9.5	9	9
Personnel	\$768,296	\$798,053	\$834,679
Operating	\$389,076	\$410,880	\$420,180
Capital	<u>\$43,623</u>	<u>\$51,800</u>	<u>\$53,800</u>
Total	\$1,200,995	\$1,260,733	\$1,308,659

## **MAJOR SERVICE PROGRAMS**

### **SERVICE PROGRAM #1:** Recreation Programs

#### **Statement of Purpose:**

To provide an enjoyable and healthy environment for recreation programs that increases the participation of City residents, and to maintain a challenging level of competition in team and individual sports.

#### **Performance Objectives:**

- Increase the overall number of City residents participating in recreation programs by June 30, 2006.
- Increase the overall number of volunteers participating in recreation programs by June 30, 2006.

**WILLIAMSBURG PARKS & RECREATION DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY**

<b>Program Inputs</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$1,071,723	\$1,104,962	\$1,176,850	\$1,240,437	\$1,260,733	2%
2. Actual FTEs	9.5	9.5	9.5	9.5	9	-5%
<b>Key Program Workload</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>	
1. Total Participants (Not including special event participants)						
FY02	8,861	6,543	8,185	10,703	34,292	
FY03	9,389	7,743	9,286	10,227	36,645	
FY04	8,199	6,334	7,280	9,691	31,504	
FY05	7,698	6,987	8,018	9,423	32,126	
<b>FY06</b>	<b>7,652</b>	<b>7,409</b>	<b>6,248</b>	<b>8,209</b>	<b>29,518</b>	
% Change Over Last FY	-1%	6%	-22%	-13%	-8%	
2. City Participants						
FY02	1,880	861	1,276	1,600	5,617	
FY03	2,030	1,148	1,558	1,498	6,234	
FY04	1,490	983	1,300	1,728	5,501	
FY05	1,438	1,150	1,408	1,458	5,454	
<b>FY06</b>	<b>1,677</b>	<b>994</b>	<b>1,058</b>	<b>1,211</b>	<b>4,940</b>	
% Change Over Last FY	17%	-14%	-25%	-17%	-9%	
3. Non-city Participants						
FY02	6,981	5,682	6,909	9,103	28,675	
FY03	7,359	6,595	7,728	8,729	30,411	
FY04	6,709	5,351	5,980	7,963	26,003	
FY05	6,260	5,837	6,610	7,965	26,672	
<b>FY06</b>	<b>5,975</b>	<b>6,415</b>	<b>5,190</b>	<b>6,998</b>	<b>24,578</b>	
% Change Over Last FY	-5%	10%	-21%	-12%	-8%	
4. Special Events Participants						
FY02	6,592	499	2,463	3,579	13,133	
FY03	6,216	1,736	4,341	5,414	17,707	
FY04	9,114	1,911	3,789	4,317	19,131	
FY05	6,466	2,015	4,123	6,760	19,364	
<b>FY06</b>	<b>5,106</b>	<b>2,848</b>	<b>6,670</b>	<b>5,604</b>	<b>20,228</b>	
% Change Over Last FY	-21%	41%	62%	-17%	4%	
5. Waller Mill Park Attendance						
FY02	57,264	38,612	35,088	64,516	195,480	
FY03	54,938	30,563	28,267	71,620	185,388	
FY04	48,120	0	8,870	39,120	96,110	
FY05	33,200	18,400	15,611	49,050	116,261	
<b>FY06</b>	<b>51,275</b>	<b>23,300</b>	<b>28,100</b>	<b>57,500</b>	<b>160,175</b>	
% Change Over Last FY	54%	100%	80%	17%	38%	

**WILLIAMSBURG PARKS & RECREATION DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continued**

<b>Efficiency/Productivity</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Avg O&M Cost Per Participant (Including special event participants)					
FY02	\$17	\$38	\$25	\$19	\$25
FY03	\$18	\$29	\$20	\$18	\$21
FY04	\$17	\$36	\$27	\$21	\$25
FY05	\$22	\$34	\$26	\$19	\$25
<b>FY06</b>	<b>\$25</b>	<b>\$31</b>	<b>\$24</b>	<b>\$23</b>	<b>\$26</b>
% Change Over Last FY	14%	-9%	-8%	21%	2%
2. Avg O&M Cost Per Waller Mill Park Visitor					
FY02	\$4	\$7	\$7	\$4	\$5
FY03	\$5	\$9	\$9	\$4	\$7
FY04	\$5	\$0	\$30	\$6	\$11
FY05	\$8	\$16	\$19	\$6	\$12
<b>FY06</b>	<b>\$6</b>	<b>\$13</b>	<b>\$11</b>	<b>\$5</b>	<b>\$8</b>
% Change Over Last FY	-25%	100%	-42%	-17%	-33%
3. Ratio of City to non-City Residents Participating In Rec Programs					
FY02	27%	15%	18%	18%	20%
FY03	28%	17%	20%	17%	21%
FY04	22%	18%	22%	22%	21%
FY05	23%	20%	21%	18%	21%
<b>FY06</b>	<b>28%</b>	<b>15%</b>	<b>20%</b>	<b>17%</b>	<b>20%</b>

<b>Effectiveness</b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Increase City Participants					
FY02	1,880	861	1,276	1,600	5,617
FY03	2,030	1,148	1,558	1,498	6,234
FY04	1,490	983	1,300	1,728	5,501
FY05	1,438	1,150	1,408	1,458	5,454
<b>FY06</b>	<b>1,677</b>	<b>994</b>	<b>1,058</b>	<b>1,211</b>	<b>4,940</b>
% Change Over Last FY	17%	-14%	-25%	-17%	-9%
2. Increase In Volunteers					
FY02	116	426	744	726	2,012
FY03	131	474	734	634	1,973
FY04	110	426	485	660	1,681
FY05	68	412	693	698	1,871
<b>FY06</b>	<b>20</b>	<b>520</b>	<b>368</b>	<b>465</b>	<b>1,373</b>
% Change Over Last FY	-71%	26%	-47%	-33%	-27%



**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT**

DEPARTMENT: RECREATION  
 PROGRAMS: RECREATION PROGRAMS  
 PARKS MAINTENANCE AND OPERATIONS

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$315,183	\$315,183	\$315,183	\$315,183	\$1,260,733
Actual FTE's	9.0	9.0	9.0	9.0	9.0

**MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES**

- 1) To increase overall number of City residents participating in recreation programs by June 30, 2006
- 2) To maintain the optimum number of volunteers [as designated by each youth program] by June 30, 2006

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
# of adult classes offered *	22	20	19	36	97
# of youth classes offered *	52	17	21	42	132
# of adult class participants	178	252	276	385	1,091
# of youth class participants	407	218	280	421	1,326
# of adult teams fielded *	348	192	90	392	1,022
# of youth teams fielded *	10	277	230	148	665
# of adult team participants	3,547	2,442	960	3,508	10,457
# of youth team participants	106	2,700	2,248	1,730	6,784
# of walking club participants	602	804	1,076	709	3,191
# of open play participants	1,071	993	1,408	941	4,413
Quarterpath pool daily attendance (seasonal)	1,550	0	0	515	2,065
# of summer playground program (seasonal)	191	0	0	0	191
# of City resident participants (not including special events)	1,677	994	1,058	1,211	4,940
# of non-City resident participants	5,975	6,415	5,190	6,998	24,578
# of volunteers	20	520	368	465	1,373
Optimum number of volunteers**	20	538	380	466	1,404
# of special events	57	72	126	87	342
# of special events participants	5,106	2,848	6,670	5,604	20,228
Waller Mill Park attendance	51,275	23,300	28,100	57,500	160,175
Waller Mill Park visitation-Boat Rentals	5,601	1,475	949	6,914	14,939
Waller Mill Park visitation-Picnic Shelters Reserved	71	16	5	67	159
Waller Mill Park poor weather days	12	14	6	18	50
Waller Mill Park miles of trails maintained *	78	78	78	78	78
Waller Mill Park acres of common areas maintained *	460	445	445	455	451
All other parks-acres of common areas maintained *	540	540	540	540	540

\* Quarterly and FYTD numbers are averages

\*\* Optimum # of volunteers is based on number of teams. Optimum is 1 volunteer for volleyball, 2 volunteers for basketball, 3 volunteers for softball and 1 volunteer for bowling (for every 2 teams)

**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT (con't)**

DEPARTMENT: RECREATION  
 PROGRAMS: RECREATION PROGRAMS

<b>EFFICIENCY/PRODUCTIVITY</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
1) Average O & M cost per program participant	\$25	\$31	\$24	\$23	\$26
2) Average O & M cost per park visitor	\$6	\$13	\$11	\$5	\$8
3) Programs maintained per full time equivalent (FTE)	54.6	64.4	54.2	78.6	62.9
4) Acres of common park areas maintained per FTE	111	109	109	111	110
5) City resident-to-non-resident ratio for rec programs. *	28%	15%	20%	17%	20.3%

<b>PROGRAM EFFECTIVENESS</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
1) Increase the overall number of City residents participating in recreation programs by June 30, 2006					
b. # of City residents participating in 2004-2005	1438	1150	1408	1,458	5,454
b. # of City residents participating in 2005-2006	1677	994	1058	1211	4,940
<b>c. Change</b> *	<b>239</b>	<b>-156</b>	<b>-350</b>	<b>-247</b>	<b>-514</b>
2) Increase the overall number of volunteers by June 30, 2006					
a. Optimum # of volunteers in 2005-2006	20	538	380	466	1,404
b. # of volunteers in 2005-2006	20	520	368	465	1,373
<b>c. Level achieved</b>	<b>100%</b>	<b>97%</b>	<b>97%</b>	<b>100%</b>	<b>98%</b>

\* City resident participation is only a fraction of actual participation.  
 James City County and York County participation is usually quite large due to cooperative agreements with neighboring counties.

\*\* Quarterpath Pool attendance is estimated to be 25% City, 75% neighboring localities.  
 City participation figures presented for analysis include these estimates.

**PLANNING DEPARTMENT**

**Service Mission:** To plan for the proper development of the City through the preparation of a Comprehensive Plan and associated studies, to implement the code through drafting the appropriate development ordinances, to assist in the development of the Capital Improvement Plan, and to enforce the City's land development ordinances.

Primary Planning Department services include:

- Assisting the Planning Commission and City Council in preparing and updating the Williamsburg Comprehensive Plan.
- Continually reviewing and updating the City's various land development ordinances.
- Processing development proposals such as rezoning requests, site plans, subdivisions, variances and special exceptions.
- Enforcing the City's land development ordinances, and promptly responding to all violation complaints.

**Department Input Summary**

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	4	4	4
Personnel	\$306,226	\$316,286	\$342,925
Operating	\$75,617	\$129,409	\$130,330
Capital	<u>\$2,039</u>	<u>\$8,500</u>	<u>\$5,000</u>
Total	\$383,883	\$454,195	\$478,255

**MAJOR SERVICE PROGRAMS**

**SERVICE PROGRAM #1:** Zoning

**Statement of Purpose:**

To protect the health, safety, and welfare of City residents through effective zoning enforcement.

**Performance Objective:**

- To respond to 95% of all citizen complaints within 2 working days.

# WILLIAMSBURG PLANNING DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY

Program Inputs	FY02	FY03	FY04	FY05	FY06	Change FY05-06
1. O&M Budget	\$364,546	\$371,425	\$407,267	\$432,717	\$454,195	5%
2. Actual FTEs	4	4	4	4	4	0%
Key Program Workload	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD	
1. Zoning Ordinances/Amendments Processed						
FY02	0	3	1	3	7	
FY03	3	2	2	1	8	
FY04	3	2	1	1	7	
FY05	1	3	1	4	9	
FY06	2	2	4	2	10	
% Change Over Last FY	100%	-33%	300%	-50%	11%	
2. Special Use Permits Processed						
FY02	3	1	2	0	6	
FY03	0	1	1	1	3	
FY04	1	0	2	3	6	
FY05	3	0	0	3	6	
FY06	2	4	2	2	10	
% Change Over Last FY	-33%	100%	100%	-33%	67%	
3. Subdivision Lots Approved						
FY02	0	0	0	2	2	
FY03	0	0	0	0	0	
FY04	0	4	0	0	4	
FY05	0	4	0	0	4	
FY06	53	0	0	7	60	
% Change Over Last FY	100%	-100%	0%	100%	1400%	
4. Architectural Review Requests Processed (bldgs/signs)						
FY02	49	36	44	46	175	
FY03	37	28	43	41	149	
FY04	45	23	47	57	172	
FY05	45	28	25	50	148	
FY06	43	40	56	50	189	
% Change Over Last FY	-4%	43%	124%	0%	28%	
5. Site Plans Processed						
FY02	5	1	1	3	10	
FY03	5	1	1	3	10	
FY04	4	1	1	7	13	
FY05	2	2	3	4	11	
FY06	1	2	8	9	20	
% Change Over Last FY	-50%	0%	167%	125%	82%	

# WILLIAMSBURG PLANNING DEPARTMENT

## FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continued

Efficiency/Productivity	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD
1. Cost Per Architectural Review Request					(avg)
FY02	\$1,860	\$2,532	\$2,071	\$1,981	\$2,083
FY03	\$2,463	\$3,255	\$2,119	\$2,223	\$2,493
FY04	\$2,025	\$3,962	\$1,939	\$1,599	\$2,368
FY05	\$2,025	\$3,255	\$3,645	\$1,823	\$2,924
<b>FY06</b>	<b>\$2,119</b>	<b>\$2,278</b>	<b>\$1,627</b>	<b>\$1,823</b>	<b>\$2,403</b>
% Change Over Last FY	5%	-30%	-55%	0%	-18%
2. Architectural Review Requests Per FTE					
FY02	12.3	9.0	11.0	11.5	43.8
FY03	9.3	7.0	10.8	10.3	37.3
FY04	11.3	5.8	11.8	14.3	43.0
FY05	11.3	7.0	6.3	12.5	37.0
<b>FY06</b>	<b>10.8</b>	<b>10.0</b>	<b>14.0</b>	<b>12.5</b>	<b>47.3</b>
% Change Over Last FY	-4%	43%	122%	0%	28%
Effectiveness	1st QTR	2nd QTR	3rd QTR	4th QTR	FYTD
1. Respond To 95% Of All Complaints w/in 2 Working Days					(avg)
FY02	97%	97%	97%	97%	97%
FY03	98%	98%	98%	98%	98%
FY04	98%	97%	97%	97%	97%
FY05	97%	97%	97%	97%	97%
<b>FY06</b>	<b>98%</b>	<b>98%</b>	<b>93%</b>	<b>96%</b>	<b>97%</b>
% Change Over Last FY	1%	1%	-4%	-1%	0%
2. Respond To 95% Of All Info Requests w/in 2 Working Days					
FY02	99%	98%	99%	98%	98%
FY03	99%	99%	99%	99%	99%
FY04	99%	98%	99%	98%	98%
FY05	99%	99%	99%	99%	99%
<b>FY06</b>	<b>99%</b>	<b>99%</b>	<b>98%</b>	<b>99%</b>	<b>99%</b>
% Change Over Last FY	0%	0%	-1%	0%	0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: PLANNING

PROGRAM: ZONING

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$91,137	\$91,137	\$91,137	\$91,137	\$454,195
Actual FTE's	4	4	4	4	4

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVE

- 1) To respond to 95% of all zoning complaints within 2 working days
- 2) To respond to 95% of all zoning information requests within 2 working days

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Zoning ordinances/amendments processed	2	2	4	2	10
Special use permits processed	2	4	2	2	10
Zoning variances/special exceptions processed	1	6	5	3	15
Subdivision lots approved	53	0	0	7	60
Architectural review requests processed (bldgs & signs)	43	40	56	50	189
Site plans processed	1	2	8	9	20
Complaints responded to	405	365	285	303	1,358
Complaints responded to in two working days	395	357	265	296	1,313

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Cost per zoning variance/special exception processed	\$91,137	\$15,190	\$18,227	\$30,379	\$24,303
2) Cost per architectural review request processed	\$2,119	\$2,278	\$1,627	\$1,823	\$2,403
3) Zoning variance/special exception processed per FTE	0.3	1.5	1.3	0.8	3.8
4) Architectural review requests processed per FTE	10.8	10.0	14.0	12.5	47.3

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1. Respond to 95% of all complaints w/in 2 working days					
a. Complaints responded to	405	365	285	1055	2413
b. Complaints responded to in 2 working days	395	357	265	1017	2330
c. % of complaints responded to in 2 working days	98%	98%	93%	96%	97%
2. Respond to 95% of all info requests in 2 working days					
a. Requests responded to	1120	1060	1145	3325	7890
b. Requests responded to in 2 working days	1109	1048	1124	3281	7787
c. % of requests responded to in 2 working days	99%	99%	98%	99%	99%

## HUMAN SERVICES DEPARTMENT

**Service Mission:** To respond to the physical, emotional, and general human service needs of children, adults, and families in crisis, and to provide stabilization for program participants.

Primary Human Services Department services include:

- Protecting the interests and welfare of at-risk children and adults in crisis through emergency responses, outreach, follow-up, and support services in the community to prevent out-of-home placement, institutionalization, or homelessness.
- Providing individual and family stabilization and support services to local residents in crisis through an array of emergency financial and human service programs that promote family preservation, economic independence, and stability.
- Promoting self-sufficiency through the Virginia Initiative for Employment not Welfare (VIEW) Program, education and training in the community, and other community support efforts.
- Promoting the human services interests of local citizens including seniors, youth, and other special needs populations through programs and activity development.

The department also conducts a number of activities to support the major activities outlined above, including responding to citizens requests for information about jobs, education, health, welfare, food, rental assistance, budgeting, and other human service needs.

### Department Input Summary

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET *</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	12	12	12
Personnel	\$0	\$0	\$0
Operating	\$488,798	\$558,186	\$600,987
Capital	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total	\$488,798	\$558,186	\$600,987

\* The General Fund Human Services budget represents the City's contribution necessary to fund the operation after considering State and Federal revenues each year. That subsidy figure is shown here as an operating expenditure.



## **MAJOR SERVICE PROGRAMS**

### **SERVICE PROGRAM #1: Eligibility/Benefits Programs**

**Statement of Purpose:**

To provide financial assistance for the basic food, shelter and health care needs of children and adults.

**Performance Objectives:**

- To process all new applications within required timelines [5, 30, 45 days -- depending on program.]
- To maintain an agency case error rate of 10% or lower [or as applicable in each program.]

### **SERVICE PROGRAM #2: Service Programs**

**Statement of Purpose:**

To provide for individual and family stabilization and self sufficiency through emergency and outgoing services.

**Performance Objectives:**

- To respond to 100% of Child Protective Service emergency calls within 24 hours.
- To respond to 100% of Adult Protective Service emergency calls within 24 hours.

### **SERVICE PROGRAM #3: Community Programs**

**Statement of Purpose:**

To provide community programs for all age groups -  
Family First - School Second (ages 6-12)  
Youth Achievement Program (ages 13-17)  
Summer Programs (ages 14-21)  
Youth Leadership Council (ages 13-18)

**Performance Objectives:**

- (Only workload measures are being reported at present.)

**WILLIAMSBURG DEPARTMENT OF HUMAN SERVICES**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY**

<i><b>Program Inputs</b></i>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$414,362	\$447,916	\$502,779	\$553,996	\$558,186	1%
2. Actual FTEs	11	11	11	12	12	0%
<i><b>Key Program Workload</b></i>	<b>1st QTR 2nd QTR 3rd QTR 4th QTR</b>				<b>FYTD</b>	
1. Avg No. TANF (Temporary Assistance for Needy Families) Cases						
FY02		26	27	32	35	30
FY03		30	27	31	24	28
FY04		27	25	25	26	26
FY05		26	30	33	33	30
FY06		33	40	37	29	34
% Change Over Last FY		27%	33%	12%	-12%	13%
2. Avg No. Food Stamp Cases						
FY02		174	175	187	204	185
FY03		244	214	230	196	221
FY04		210	207	240	247	226
FY05		231	233	240	256	240
FY06		263	256	225	217	240
% Change Over Last FY		14%	10%	-6%	-15%	0%
3. Total Avg Benefits Program Cases (TANF, Food Stamps, Medicaid, General Relief, ect.)						
FY02		607	608	621	630	617
FY03		688	727	705	698	705
FY04		739	1077	796	892	864
FY05		743	711	722	723	724
FY06		746	759	707	705	729
% Change Over Last FY		0%	7%	-2%	-2%	1%
4.Total Avg Service Cases (Adoption, Adult & Child Protective, Foster & Day Care, ect.)						
FY02		217	187	151	157	179
FY03		159	172	168	149	163
FY04		150	164	159	180	164
FY05		203	237	200	180	206
FY06		172	162	182	219	184
% Change Over Last FY		-15%	-32%	-9%	22%	-11%
5. Total Avg Community Program Cases (Family First, Youth Achievement, Summer)						
FY02		52	51	30	18	40
FY03		49	45	62	57	53
FY04		75	35	42	55	52
FY05		65	45	47	53	53
FY06		75	55	47	52	57
% Change Over Last FY		15%	22%	0%	-2%	8%

**WILLIAMSBURG DEPARTMENT OF HUMAN SERVICES**  
**FY2006 PERFORMANCE REPORT: MULTI-YEAR SUMMARY -- Continued**

<b><i>Efficiency/Productivity</i></b>		<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Administrative Cost Per Case						
	FY02	\$42	\$43	\$45	\$44	\$43
	FY03	\$45	\$44	\$44	\$45	\$44
	FY04	\$48	\$35	\$45	\$42	\$43
	FY05	\$52	\$51	\$54	\$52	\$52
	<b>FY06</b>	<b>\$52</b>	<b>\$53</b>	<b>\$56</b>	<b>\$54</b>	<b>\$54</b>
	% Change Over Last FY	0%	4%	4%	4%	4%
2. Cases Per Eligibility Worker (4 workers)						
	FY02	165	159	155	158	159
	FY03	167	170	169	167	168
	FY04	174	240	186	200	200
	FY05	179	179	172	176	177
	<b>FY06</b>	<b>178</b>	<b>175</b>	<b>166</b>	<b>172</b>	<b>173</b>
	% Change Over Last FY	0%	-2%	-4%	-2%	-2%

<b><i>Effectiveness</i></b>		<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. TANF: Complete 90% Of New Applications In A Timely Fashion						
	FY02	100%	100%	100%	100%	100%
	FY03	100%	100%	100%	100%	100%
	FY04	100%	100%	100%	100%	100%
	FY05	100%	100%	100%	100%	100%
	<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
	% Change Over Last FY	0%	0%	0%	0%	0%
2. Food Stamps - Non-Expedited: Process 97% In A Timely Fashion						
	FY02	100%	100%	100%	100%	100%
	FY03	100%	100%	100%	100%	100%
	FY04	100%	100%	100%	100%	100%
	FY05	100%	100%	100%	100%	100%
	<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
	% Change Over Last FY	0%	0%	0%	0%	0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: HUMAN SERVICES  
 PROGRAM: ELIGIBILITY/BENEFITS PROGRAMS  
 SERVICES PROGRAMS  
 COMMUNITY PROGRAMS

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget (includes direct client expenses)	\$139,547	\$139,547	\$139,547	\$139,547	\$558,186
Actual FTE's	12	12	12	12	12

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) Process all new applications, reviews, and redeterminations within required guidelines [5, 30, or 45 days, depending on the program.]
- 2) Process 90% of all AFDC cases in timely manner
- 3) Review 90% of Adoption & Foster Care in timely manner

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
					[AVERAGE]
Temporary Assistance for Needy Families(TANF)C *	33	40	37	29	34
Food Stamp Cases *	263	256	225	217	240
Fuel/Cooling Assistance (seasonal) Cases *	3	21	33	30	22
Medicaid Cases	387	381	366	372	376
General Relief Cases	14	20	5	12	13
Other Eligibility - Cases	46	41	41	45	44
New Applications Received	65	64	63	39	58
Adoption Cases (special needs, subsidy) *	8	8	10	10	9
Adult Protective Service Investigations *	6	9	13	12	10
Adult Services Cases *	36	31	34	41	36
Child Protective Service Investigations *	16	16	15	20	17
Foster Care Cases	10	9	8	7	8
Day Care Cases	36	32	32	40	35
Employment Service Cases	16	16	20	24	19
Emergency/Outreach Cases	30	22	32	44	32
Court Ordered Services (Mediation/Home Studies)	3	7	6	9	6
Guardianship Cases	11	12	12	12	12
Youth & Family Support Services	41	35	30	27	33
Youth Achievement Program	34	20	17	25	24

\* Monthly figures are number of cases under care-duplicates are included.

\* Quarterly and Fiscal Year to Date figures are averages for the period.

**CITY OF WILLIAMSBURG, VIRGINIA**  
**FY2006 PERFORMANCE DATA TRACKING REPORT (con't)**

DEPARTMENT: HUMAN SERVICES  
PROGRAM: ELIGIBILITY/BENEFITS PROGRAMS  
SERVICES PROGRAMS  
COMMUNITY PROGRAMS

<b>EFFICIENCY/PRODUCTIVITY</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
Administrative Cost Per Case (all cases) **	\$52	\$53	\$56	\$54	\$54
Cases Per FTE (all cases) **	74.3	73	69.1	71.7	72.0
Cases Per Eligibility Worker (all cases) ***	178.3	175.1	165.7	172.1	172.8

<b>PROGRAM EFFECTIVENESS</b>	<b>1ST QTR</b>	<b>2ND QTR</b>	<b>3RD QTR</b>	<b>4TH QTR</b>	<b>FYTD</b>
1) TANF: Process 90% in a timely fashion.					
a) % of new applications completed & timely	100%	100%	100%	100%	100.0%
b) % of new redeterminations completed & timely	100%	100%	100%	100%	100.0%
2) Food Stamps: Process 97% in a timely fashion					
a) % of non-expedited apps completed & timely	100%	100%	100%	100%	100.0%
b) % of expedited applications completed & timely	100%	100%	100%	100%	100.0%
3) Medicaid: Process 90% in a timely fashion***					
a) % of applications completed and timely	100%	100%	100%	100%	100.0%
b) % of reviews completed & timely	100%	100%	100%	100%	100.0%
4) Eligibility Intake: Process 90% in a timely fashion					
a) % of new eligibility cases completed & timely	100%	100%	100%	100%	100.0%
5) Protective Services: Dispose of 90% of cases in a timely fashion					
a) % of adult protective cases disposed of & timely	100%	100%	100%	100%	100.0%
b) % of child protective cases disposed of & timely	100%	100%	100%	100%	100.0%
6) Adoption & Foster Care: Review 90% in a timely fashion					
a) % of adoption case reviews due & timely	100%	100%	100%	100%	100.0%
b) % of foster care cases reviewed & timely	100%	100%	100%	100%	100.0%
7) Other Services: Act on 90% of cases in a timely fashion					
a) % due and timely	100%	100%	100%	100%	100.0%

COMMENTS/EXPLANATIONS:

**Note-Averages are taken only on months with activity**

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## Utility Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<u>REVENUES:</u>						
010-0610-1101	WATER SERVICE	3,139,189	2,969,824	3,219,230	3,100,000	3,441,000
010-0610-1101A	SEWER SERVICE	706,861	665,313	700,000	700,000	700,000
010-0610-1102	WATER CONNECTIONS	49,000	49,050	10,000	10,000	10,000
010-0610-11021	HRSD TAP FEES	218,580	97,675	85,000	85,000	85,000
010-0610-1102A	SEWER CONNECTIONS	42,000	49,500	10,000	10,000	10,000
010-0610-1103	PENALTIES - WATER & SEWER	11,285	11,813	5,000	5,000	5,000
010-0610-1110	OTHER SOURCES	206,264	126,296	24,000	24,000	24,000
010-0610-1111	INTEREST EARNINGS	52,200	105,671	100,000	100,000	120,000
010-0610-1118	WATER TANK-ANTENNA CONTRACTS	84,000	86,400	120,000	92,400	92,400
010-0610-1120	WATER & SEWER AVAILABILITY	433,500	139,800	150,000	150,000	150,000
010-0610-1122	TRANSFER - CAPITAL PROJECTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>-180,242</u>	<u>-138,991</u>
	TOTAL UTILITY FUND REVENUES	4,942,879	4,301,342	4,423,230	4,096,158	4,498,409
<u>EXPENSES:</u>						
	<u>ADMINISTRATION</u>					
010-1900-1001	SALARIES & WAGES REGULAR	184,264	191,061	194,956	188,900	197,885
010-1900-2001	FICA	13,303	13,688	13,900	13,564	15,138
010-1900-2002	RETIREMENT [VRS]	17,813	26,354	27,408	26,640	31,918
010-1900-2005	HOSPITALIZATION	13,605	14,510	15,730	15,000	16,500
010-1900-2006	GROUP INSURANCE	0	0	0	0	2,393
010-1900-2010	WORKERS COMPENSATION	6,006	6,411	6,730	6,902	7,240
010-1900-2013	EDUCATION ASSISTANCE	372	88	400	400	400
010-1900-3002	PROFESSIONAL SERVICE - OTHER	1,219	1,102	8,650	8,000	8,000
010-1900-30041	MAINTENANCE, CARS AND TRUCKS	15	1,282	300	300	300
010-1900-30043	MAINTENANCE, OFFICE EQUIPMENT	0	0	120	0	0
010-1900-3005	MAINTENANCE, SERVICE CONTRACTS	64	669	300	300	300
010-1900-3006	PRINTING & BINDING	47	200	100	16	0
010-1900-3007	ADVERTISING	116	0	500	2,000	500
010-1900-5201	POSTAGE	10,808	6,575	8,000	8,000	8,000
010-1900-5203	TELECOMMUNICATION	4,919	5,458	4,500	4,500	4,500
010-1900-5204	RADIO	219	0	350	350	350
010-1900-5302	FIRE	300	328	344	581	600
010-1900-5305	MOTOR VEHICLE	1,485	1,420	1,490	1,378	1,500
010-1900-5401	OFFICE SUPPLIES	1,498	678	1,200	1,500	1,500
010-1900-54081	CAR & TRUCK SUPPLIES	899	520	400	400	400
010-1900-54083	GAS & OIL	694	583	750	750	750
010-1900-5411	BOOKS & SUBSCRIPTIONS	10	163	100	100	100
010-1900-5413	OTHER OPERATING SUPPLIES	2,584	1,894	1,500	1,600	1,600
010-1900-5501	TRAVEL (MILEAGE)	117	25	0	12	0
010-1900-5504	TRAVEL (CONVENTION & EDUCATION)	129	330	500	500	500
010-1900-5801	DUES & SUBSCRIPTIONS	447	298	400	709	800
010-1900-7002	FURNITURE & FIXTURES	0	452	750	750	750
010-1900-7005	MOTOR VEHICLES & EQUIPMENT	0		1,000	1,000	1,000
010-1900-7008	OVERHEAD CHARGES	512,485	541,359	510,000	540,000	540,000
010-1900-7009	DEPRECIATION EXPENSE	<u>350,309</u>	<u>363,375</u>	<u>350,000</u>	<u>360,000</u>	<u>360,000</u>
	TOTAL ADMINISTRATION	1,123,727	1,178,823	1,150,378	1,184,152	1,202,924

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## Utility Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>WATER TREATMENT</u></b>						
010-1910-1001	SALARIES & WAGES REGULAR	356,549	363,992	387,533	401,400	418,750
010-1910-1002	SALARIES & WAGES OVERTIME	0	0	1,500	1,500	1,500
010-1910-1003	WAGES - PART/TIME	0	0	0	0	7,800
010-1910-1006	DISCRETIONARY LEAVE	3,836	5,376	5,000	5,000	5,000
010-1910-2001	FICA	27,085	27,423	30,000	30,400	33,128
010-1910-2002	RETIREMENT [VRS]	34,196	49,785	54,961	53,000	67,812
010-1910-2005	HOSPITALIZATION	39,917	47,200	56,700	50,000	55,000
010-1910-2006	GROUP INSURANCE	0	0	0	0	5,085
010-1910-2010	WORKERS COMPENSATION	6,174	6,411	6,730	6,902	7,240
010-1910-2016	TRAINING	6,841	7,602	6,000	6,000	6,000
010-1910-3002	PROFESSIONAL SERVICE-OTHER	15,516	26,388	12,000	13,000	13,000
010-1910-3004	REPAIR & MAINTENANCE	8,947	4,811	7,000	7,000	7,000
010-1910-30041	MAINTENANCE, CARS & TRUCKS	15	174	500	500	500
010-1910-30042	MAINTENANCE, BUILDING	5,368	509	7,000	7,676	7,000
010-1910-30044	MAINTENANCE, POWERED EQUIPMENT	0	2,331	7,000	7,000	7,000
010-1910-3005	MAINTENANCE, SERVICE CONTRACTS	1,818	2,220	2,500	2,500	2,500
010-1910-3007	ADVERTISING	333	1,773	750	750	750
010-1910-5101	ELECTRICITY	100,473	90,835	115,000	115,000	115,000
010-1910-5201	POSTAGE	717	2,651	2,000	2,000	2,000
010-1910-5203	TELECOMMUNICATION	1,522	1,529	1,500	1,500	1,500
010-1910-5204	RADIO	24	0	150	150	150
010-1910-5301	BOILER	0	509	534	509	550
010-1910-5302	FIRE	2,144	2,296	2,410	4,651	4,700
010-1910-5305	MOTOR VEHICLES	451	476	497	459	500
010-1910-5308	GENERAL LIABILITY	14,633	13,339	14,006	12,798	14,000
010-1910-5401	OFFICE SUPPLIES	549	367	1,700	1,700	1,700
010-1910-5404	MEDICAL & LAB SUPPLIES	4,164	3,165	3,800	4,000	4,000
010-1910-5405	LAUNDRY,HOUSEKEEPING, JANITOR	1,064	997	1,000	1,000	1,000
010-1910-5407	REPAIR & MAINTENANCE SUPPLIES	16,917	15,923	30,000	27,000	27,000
010-1910-54081	CAR AND TRUCK SUPPLIES	848	607	600	600	600
010-1910-54082	TIRES	0	0	200	338	200
010-1910-54083	GAS AND OIL	976	1,351	900	1,500	1,000
010-1910-54084	POWERED EQUIPMENT SUPPLIES	0	6	1,000	1,000	1,000
010-1910-54086	GENERATOR FUEL	2,500	4,370	4,000	4,200	4,200
010-1910-5410	UNIFORMS & WEARING APPAREL	2,637	1,200	2,500	2,500	2,500
010-1910-5411	BOOKS & SUBSCRIPTIONS	512	392	300	400	400
010-1910-5413	OTHER OPERATING SUPPLIES	102,046	125,909	128,000	130,000	130,000
010-1910-5501	TRAVEL(MILEAGE)	211	200	300	300	300
010-1910-5504	TRAVEL(CONVENTION & EDUCATION)	1,044	0	750	750	750
010-1910-5651	TAXES	0	39,696	80,000	80,000	80,000
010-1910-5801	DUES & ASSOCIATION MEMBERSHIPS	288	130	200	200	200
010-1910-7002	FURNITURE & FIXTURES	1,170	1,210	2,500	2,500	2,500
010-1910-7005	MOTOR VEHICLES & EQUIPMENT	666	1,548	12,500	12,500	12,500
010-1910-7007	ADP EQUIPMENT	<u>5,935</u>	<u>2,276</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	TOTAL WATER TREATMENT	768,087	856,977	996,521	1,005,183	1,058,315

## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## Utility Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
<b><u>WATER SYSTEM</u></b>						
010-1920-1001	SALARIES & WAGES REGULAR	154,651	162,933	197,009	195,000	203,675
010-1920-1002	SALARIES & WAGES OVERTIME	9,881	10,141	11,000	11,000	11,000
010-1920-1003	SALARIES - PART-TIME	0	0	6,500	6,500	6,500
010-1920-2001	FICA	12,224	12,585	16,300	7,200	16,800
010-1920-2002	RETIREMENT [VRS]	14,586	22,000	27,839	27,000	32,861
010-1920-2005	HOSPITALIZATION	20,586	21,243	28,700	23,200	25,520
010-1920-2006	GROUP INSURANCE	0	0	0	0	2,464
010-1920-2010	WORKERS COMPENSATION	6,617	6,748	7,085	7,265	7,630
010-1920-2016	TRAINING	776	238	1,000	1,000	1,000
010-1920-3002	PROFESSIONAL SERVICE OTHER	10,247	11,627	11,700	12,000	12,000
010-1920-30041	MAINTENANCE, CARS AND TRUCKS	551	1,127	750	750	750
010-1920-30044	MAINTENANCE, POWERED EQUIPMENT	0	68	1,000	1,000	1,000
010-1920-30045	MAINTENANCE, WATER METERS	378	2,068	4,000	3,500	3,500
010-1920-3005	MAINTENANCE, SERVICE CONTRACTS	1,954	2,692	2,000	2,500	2,500
010-1920-3008	LAUNDRY & DRY CLEANING	2,963	4,168	2,700	3,000	3,000
010-1920-3010	STATE WATERWORKS ASSESSMENT	6,989	7,150	7,500	7,439	7,800
010-1920-5201	POSTAGE	84	139	200	200	200
010-1920-5203	TELECOMMUNICATION	2,530	3,656	2,500	2,700	2,700
010-1920-5204	RADIO	75	294	100	260	200
010-1920-5301	BOILER	0	509	534	508	550
010-1920-5302	FIRE	3,500	3,607	3,785	6,974	7,100
010-1920-5305	MOTOR VEHICLES	3,867	4,261	4,474	4,134	4,450
010-1920-5308	GENERAL LIABILITY	14,600	13,617	14,300	13,064	14,300
010-1920-5401	OFFICE SUPPLIES	353	340	700	700	700
010-1920-5405	LAUNDRY, HOUSEKEEPING, JANITOR	285	648	700	700	700
010-1920-5407	REPAIR & MAINTENANCE SUPPLIES	462	235	1,000	1,000	1,000
010-1920-54081	CAR AND TRUCK SUPPLIES	4,890	5,903	5,000	5,000	5,000
010-1920-54082	TIRES	4,204	605	1,500	1,500	1,500
010-1920-54083	GAS AND OIL	8,712	10,653	6,500	10,000	11,000
010-1920-54084	POWERED EQUIPMENT SUPPLIES	1,677	1,398	1,500	1,500	1,500
010-1920-5410	UNIFORMS & WEARING APPAREL	1,113	1,374	1,500	1,639	1,700
010-1920-5413	OTHER OPERATING SUPPLIES	40,292	43,382	50,000	48,000	48,000
010-1920-5417	WATER METERS	10,111	19,154	20,000	20,000	20,000
010-1920-5504	TRAVEL (CONVENTION & EDUCATION)	193	309	500	500	500
010-1920-5801	DUES & ASSOCIATION MEMBERSHIPS	0	60	50	50	50
010-1920-7001	MACHINERY & EQUIPMENT	4,292	10,425	15,000	15,000	15,000
010-1920-7005	MOTOR VEHICLES & EQUIPMENT	1,412	0	12,500	12,500	12,500
010-1920-7007	ADP EQUIPMENT	0	112	500	500	500
010-1920-8001	LEASE/RENT EQUIP	<u>0</u>	<u>0</u>	<u>800</u>	<u>800</u>	<u>800</u>
	TOTAL WATER SYSTEM	345,054	385,469	468,726	455,583	487,951
<b><u>SEWAGE SYSTEM</u></b>						
010-1940-1001	SALARIES & WAGES REGULAR	194,134	192,761	199,303	192,000	198,444
010-1940-1002	SALARIES & WAGES OVERTIME	4,205	5,222	4,000	4,000	4,000
010-1940-2001	FICA	14,544	14,823	15,400	15,000	15,487
010-1940-2002	RETIREMENT [VRS]	18,255	26,935	28,177	28,000	32,035
010-1940-2005	HOSPITALIZATION	21,796	22,448	24,200	23,200	25,500
010-1940-2006	GROUP INSURANCE	0	0	0	0	2,402
010-1940-2010	WORKERS COMPENSATION	5,201	5,399	5,670	5,812	6,100
010-1940-2016	TRAINING	520	151	1,000	1,000	1,000
010-1940-3002	PROFESSIONAL SERVICE-OTHER	3,031	2,614	2,200	3,608	2,500
010-1940-30041	MAINTENANCE, CARS AND TRUCKS	15	214	500	500	500
010-1940-30042	MAINTENANCE, BUILDINGS	14,413	6,930	7,000	7,000	7,000



## CITY OF WILLIAMSBURG - FISCAL YEAR 2007

## Utility Fund Operating Budget

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>ACTUAL FY 2004</u>	<u>ACTUAL FY 2005</u>	<u>BUDGET FY 2006</u>	<u>ESTIMATED FY 2006</u>	<u>ADOPTED FY 2007</u>
010-1940-30044	MAINTENANCE, POWERED EQUIPMENT	16,488	14,505	12,000	13,000	13,000
010-1940-3005	MAINTENANCE SERVICE CONTRACTS	3,675	3,513	4,000	4,000	4,000
010-1940-3008	LAUNDRY & DRY CLEANING	591	629	1,300	1,300	1,300
010-1940-3032	HRSD SEWAGE	923,838	771,738	785,000	785,000	785,000
010-1940-5101	ELECTRICITY	25,179	25,904	29,000	29,000	29,000
010-1940-5102	HEATING	13	279	0	203	0
010-1940-5203	TELECOMMUNICATION	15,146	16,986	13,500	14,000	14,000
010-1940-5204	RADIO	140	34	200	119	200
010-1940-5301	BOILER	0	509	534	509	550
010-1940-5302	FIRE	660	984	1,033	2,035	2,000
010-1940-5308	GENERAL LIABILITY	14,600	13,617	14,298	13,064	14,200
010-1940-5401	OFFICE SUPPLIES	47	535	300	300	300
010-1940-5405	LAUNDRY, HOUSEKEEPING, JANITOR	44	248	500	500	500
010-1940-5407	REPAIR & MAINTENANCE SUPPLIES	16,592	18,250	15,000	15,000	15,000
010-1940-54081	CAR AND TRUCK SUPPLIES	2,285	4,455	2,000	2,000	2,000
010-1940-54082	TIRES	84	353	800	800	800
010-1940-54083	GAS AND OIL	3,050	3,522	3,500	3,600	3,600
010-1940-54084	EQUIPMENT SUPPLIES	4,077	6,185	6,000	5,500	5,500
010-1940-54086	GENERATOR FUEL	0	0	1,000	1,000	1,000
010-1940-5410	UNIFORMS & WEARING APPAREL	280	300	500	500	500
010-1940-5413	OTHER OPERATING SUPPLIES	18,044	18,928	18,000	18,000	18,000
010-1940-5504	TRAVEL (CONVENTION & EDUCATION)	0	5	300	300	300
010-1940-7005	MOTOR VEHICLES & EQUIPMENT	9,158	6,429	18,000	18,000	18,000
010-1940-7007	ADP EQUIPMENT	270	0	500	500	500
010-1940-8001	LEASE/RENT EQUIPMENT	<u>342</u>	1,063	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	TOTAL SEWAGE SYSTEM	1,330,717	1,186,468	1,215,715	1,209,350	1,225,218
<b><u>DEBT SERVICE</u></b>						
010-1970-5839	INTEREST PAYMENTS	<u>222,981</u>	<u>208,172</u>	<u>241,890</u>	<u>241,890</u>	<u>174,000</u>
	TOTAL DEBT SERVICE	222,981	208,172	241,890	241,890	174,000
<b><u>PURCHASED SERVICES</u></b>						
010-1985-3015	NNWW - PURCHASE OF WATER	<u>0</u>	<u>0</u>	<u>350,000</u>	<u>0</u>	<u>350,000</u>
	TOTAL PURCHASED SERVICES	0	0	350,000	0	350,000
	TOTAL UTILITY FUND EXPENSES	3,790,566	3,815,909	4,423,230	4,096,158	4,498,409

**PUBLIC UTILITIES DEPARTMENT**

**Service Mission:** To provide a safe, efficient and cost-effective waterworks and sewage conveyance system.

Primary Public Utilities Department services include:

- Operating and maintaining the water treatment plant, producing an average of 3.3 million gallons per day.
- Providing safe treated water for customers by continuing to meet all existing federal and state water quality requirements.
- Employing well trained certified water treatment operators.
- Maintaining City water system including 60 miles of water distribution and three water storage tanks.
- Maintaining customer service records/billings for 700 commercial and 2,300 residential accounts.
- Maintaining City sewer system including 50 miles of sewer collection and transmission line, and 13 pump stations, plus contracted sewage treatment with Hampton Roads Sanitation District

The department also conducts a number of activities to support the major activities outlined above, including testing drinking water samples, reading meters, answering customer inquiries, and performing repairs to the system.

**Department Input Summary**

<u>Purpose</u>	<u>ACTUAL</u> <u>2004-2005</u>	<u>BUDGET</u> <u>2005-2006</u>	<u>ADOPTED</u> <u>2006-2007</u>
FTEs	23	25	25
Personnel	\$1,255,449	\$1,365,601	\$1,462,809
Operating	\$1,632,663	\$2,127,579	\$2,067,300
Capital	<u>\$927,797</u>	<u>\$930,050</u>	<u>\$968,300</u>
Total	\$3,815,909	\$4,423,230	\$4,498,409

## MAJOR SERVICE PROGRAMS

### **SERVICE PROGRAM #1:** Water and Sewer System

#### **Statement of Purpose:**

To manage and distribute a safe and adequate supply of treated water for domestic and commercial use, and to maintain the sewage conveyance system.

#### **Performance Objectives:**

- Respond to 90% of emergency calls within 2 hours.
- Complete 90% of work orders within 2 working days.
- Respond to 90% of "Miss Utility" tickets within 48 hours.

**WILLIAMSBURG PUBLIC UTILITIES DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI YEAR SUMMARY**

<b>Program Inputs</b>	<b>FY02</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>	<b>FY06</b>	<b>Change FY05-06</b>
1. O&M Budget	\$4,137,255	\$4,158,104	\$4,289,411	\$4,297,563	\$4,423,230	3%
2. Actual FTEs	23	23	23	23	25	9%
<b>Key Program Workload</b>						
	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>	
1. Total Water Treatment (millions of gallons)						
FY02	403.4	295.7	236.8	334.8	1,270.7	
FY03	408.1	283.8	245.9	321.7	1,259.5	
FY04	368.5	300.6	255.3	329.5	1,253.9	
FY05	350.0	286.5	254.7	325.8	1,217.0	
<b>FY06</b>	<b>401.3</b>	<b>305.0</b>	<b>250.5</b>	<b>333.1</b>	<b>1,289.9</b>	
% Change Over Last FY	15%	6%	-2%	2%	6%	
2. Sewer Lines Cleaned/Repaired						
FY02	28	57	70	53	208	
FY03	46	53	63	45	207	
FY04	34	34	21	24	113	
FY05	37	31	30	32	130	
<b>FY06</b>	<b>36</b>	<b>30</b>	<b>38</b>	<b>23</b>	<b>127</b>	
% Change Over Last FY	-3%	-3%	27%	-28%	-2%	
3. Emergency Repair Calls Responded To						
FY02	119	125	148	153	545	
FY03	155	117	138	119	529	
FY04	91	77	49	53	270	
FY05	82	68	76	99	325	
<b>FY06</b>	<b>80</b>	<b>100</b>	<b>113</b>	<b>110</b>	<b>403</b>	
% Change Over Last FY	-2%	47%	49%	11%	24%	
4. Water Lines/Hydrants Repaired						
FY02	47	48	51	62	208	
FY03	73	38	51	39	201	
FY04	29	22	14	15	80	
FY05	22	15	12	30	79	
<b>FY06</b>	<b>13</b>	<b>22</b>	<b>20</b>	<b>7</b>	<b>62</b>	
% Change Over Last FY	-41%	47%	67%	-77%	-22%	
5. Work Orders Issued						
FY02	119	125	148	153	545	
FY03	155	117	138	119	529	
FY04	91	77	49	53	270	
FY05	82	68	76	99	325	
<b>FY06</b>	<b>80</b>	<b>100</b>	<b>113</b>	<b>110</b>	<b>403</b>	
% Change Over Last FY	-2%	47%	49%	11%	24%	

**WILLIAMSBURG PUBLIC UTILITIES DEPARTMENT**  
**FY2006 PERFORMANCE REPORT: MULTI YEAR SUMMARY -- Continued**

<b><i>Efficiency/Productivity</i></b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Total Water Cost Per Million Gallons Treated					
FY02	\$2,564	\$3,498	\$4,368	\$3,089	\$3,256
FY03	\$2,547	\$3,663	\$4,227	\$3,231	\$3,301
FY04	\$2,910	\$3,567	\$4,200	\$3,254	\$3,421
FY05	\$3,070	\$3,750	\$4,218	\$3,298	\$3,531
<b>FY06</b>	<b>\$2,756</b>	<b>\$3,626</b>	<b>\$4,414</b>	<b>\$3,320</b>	<b>\$3,429</b>
% Change Over Last FY	-10%	-3%	5%	1%	-3%
2. Water Consumption-To-Treatment Ratio					
FY02	98%	95%	93%	98%	96%
FY03	97%	95%	94%	95%	96%
FY04	96%	94%	94%	95%	95%
FY05	94%	93%	92%	94%	93%
<b>FY06</b>	<b>96%</b>	<b>93%</b>	<b>95%</b>	<b>96%</b>	<b>95%</b>
% Change Over Last FY	2%	0%	3%	2%	2%

<b><i>Effectiveness</i></b>	<b>1st QTR</b>	<b>2nd QTR</b>	<b>3rd QTR</b>	<b>4th QTR</b>	<b>FYTD</b>
1. Respond To 90% of Emergency Call In 2 Hours					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%
2. Respond To 90% of "Miss Utility" Tickets Within 48 Hours					
FY02	100%	100%	100%	100%	100%
FY03	100%	100%	100%	100%	100%
FY04	100%	100%	100%	100%	100%
FY05	100%	100%	100%	100%	100%
<b>FY06</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
% Change Over Last FY	0%	0%	0%	0%	0%

# CITY OF WILLIAMSBURG, VIRGINIA

## FY2006 PERFORMANCE DATA TRACKING REPORT

DEPARTMENT: PUBLIC UTILITIES

PROGRAM: WATER AND SEWER SYSTEM

PROGRAM INPUTS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
O & M Budget	\$1,105,808	\$1,105,808	\$1,105,808	\$1,105,808	\$4,423,230
Actual FTE's	25	25	25	25	25

### MAJOR DEPARTMENTAL PERFORMANCE OBJECTIVES

- 1) To respond to 90% of emergency repair calls within 2 hours
- 2) To respond to 90% of "Miss Utility" Ticket notices within 48 hours
- 3) To complete 90% of work orders within 2 working days

PROGRAM WORKLOAD	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Total Water Treatment (millions of gallons)	401.3	305	250.5	333.1	1,289.9
Total Water Consumption (millions of gallons)	383.5	284.7	237.1	321.3	1,226.6
Average Daily Water Consumption (millions of gallons)	4.10	3.03	2.60	3.50	3.31
Sewer Services Installed	0	4	1	2	7
Sewer Lines Cleaned/Repaired	36	30	38	23	127
Water Services Installed	6	3	3	0	12
Water Lines/Hydrants Repaired	13	22	20	7	62
Emergency Repair Calls Responded To	80	100	113	110	403
Emergency Repair Calls Responded To in 2 Hours	80	100	113	110	403
Miss Utility Tickets Responded To	1093	943	823	1069	3,928
Miss Utility Tickets Responded To in 48 Hours	1093	943	823	1069	3,928
Work Orders Issued	80	100	113	110	403
Work Orders Responded To in 2 Working Days	80	100	113	110	403

EFFICIENCY/PRODUCTIVITY	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
Total water cost per million gallons treated	\$2,756	\$3,626	\$4,414	\$3,320	\$3,429
Water Consumption-To-Treatment Ratio	96%	93%	95%	96%	95%

PROGRAM EFFECTIVENESS	1ST QTR	2ND QTR	3RD QTR	4TH QTR	FYTD
1) Respond to 90% of emergency calls within 2 hours.					
a. # of emergency calls responded to.	80	100	113	110	403
b. # of emergency calls responded to within 2 hours.	80	100	113	110	403
<b>c. % of emergency calls responded to within 2 hours.</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
2) Respond to 90% of "Miss Utility" Ticket notices within 48 hours.					
a. # of notices responded to.	1093	943	823	1069	3928
b. # of notices responded to within 48 hours.	1093	943	823	1069	3928
<b>c. % of notices responded to within 48 hours.</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
3) Complete 90% of work orders within 2 working days.					
a. # of work orders issued.	80	100	113	110	403
b. # of work orders responded to within 2 working days.	80	100	113	110	403
<b>c. % of work orders responded to w/in 2 working days.</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

**City of Williamsburg**  
**Fiscal Year 2007 Operating Budget**

**Staffing Levels-All Departments\***

	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>
<u>City Manager's Office</u>							
City Manager	1	1	1	1	1	1	1
Assistant City Manager	1	1	1	1	1	1	1
Economic Dev. Mgr.	0	0	0	0	0	1	1
Human Resources Technician	0	0	0	1	1	1	1
Administrative Technician	1	0.5	0.5	0	0	0	0
Secretary	1	1	1	1	1	1	1
Administrative Assistant	<u>1</u>	<u>1</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Sub-total	5	4.5	4	4.5	4.5	5.5	5.5
<u>Clerk of Council</u>							
Clerk	1	1	1	1	1	1	1
<u>Commissioner of Revenue</u>							
Commissioner	1	1	1	1	1	1	1
Clerk	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Sub-total	3	3	3	3	3	3	3
<u>Registrar</u>							
Registrar	1	1	1	1	1	1	1
Clerk	<u>0.5</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Sub-total	1.5	2	2	2	1.5	1.5	1.5
<u>Assessor's Office</u>							
City Assessor	1	1	1	1	1	1	1
Assessment Technician	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	1	1	1	2	2	2	2
<u>Department of Finance</u>							
Director of Finance	1	1	1	1	1	1	1
Deputy Director of Finance	1	0	0	0	1	1	1
Information Resources Mgr	1	1	1	1	1	0	0
Accounting Supervisor	1	1	1	1	0	0	0
Financial Technician	4	4	4	4	4	4	4
Payroll/Assessment Clerk	1	1	1	0	0	0	0
Utility Account Clerk	1	1	1	1	1	1	1
Information Technology Mgr	1	1	1	1	1	1	1
Systems Analyst	0	1	1	1	1	1	1
Systems Technician	0	0	0	0	0	1	1
Compliance/Revenue Mgr	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	12	12	12	11	11	11	11
<u>Police Department</u>							
Police Chief	1	1	1	1	1	1	1
Deputy Police Chief	1	1	1	1	1	1	1
Police Major	2	2	2	2	2	2	2
Police Lieutenant	5	5	5	5	5	5	5
Police Sergeant	0	0	0	4	4	4	4
Police Officer	24	24	24	20	20	20	21
Administrative Secretary	1	1	1	1	1	1	1

**City of Williamsburg**  
**Fiscal Year 2007 Operating Budget**

**Staffing Levels-All Departments\***

	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>
Communications Operator	11	11	11	11	11	11	13
Parking Enforcement Officer	1.5	1.5	1.5	1.5	2	2	2
Drug Enforcement Officer	1	1	1	1	1	1	1
Parking Garage Attendant	<u>0</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Sub-total	47.5	47.5	47.5	49.5	50	50	53
<u>Fire Department</u>							
Fire Chief	1	1	1	1	1	1	1
Assistant Fire Chief	1	1	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1	1	1
Fire Captain	3	3	3	3	3	3	3
Fire Inspector	3	3	3	3	3	3	3
Firefighter 1st Class	10	10	10	10	10	10	10
Firefighter	11	11	11	11	11	14	15
Technical Services Officer	1	1	1	1	1	1	1
Secretary-Senior	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	32	32	32	32	32	35	36
<u>Planning Department</u>							
Director	1	1	1	1	1	1	1
Zoning Administrator	1	1	1	1	1	1	1
Planner	1	1	1	1	1	1	1
Secretary	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	4	4	4	4	4	4	4
<u>Code Compliance</u>							
Code Compliance Administrator	1	1	1	1	1	1	1
Plans Examiner	0	0	0	1	1	1	1
Combination Inspector	2	2	2	2	2	2	3
Secretary	<u>1</u>	<u>1</u>	<u>1</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Sub-total	4	4	4	6	6	6	7
<u>Engineering</u>							
City Engineer	1	1	1	1	1	1	1
Public Works Inspector	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	2	2	2	2	2	2	2
<u>Street Department</u>							
Street Superintendent	1	1	1	1	1	1	1
Street Supervisor	1	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1	1
Municipal Service Workers	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>
	10	10	10	10	10	10	10
<u>Landscape</u>							
Landscape Superintendent	1	1	1	1	1	1	1
Municipal Service Workers	6	6	6	6	6	6	6
Cemetery Caretaker	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	8	8	8	8	8	8	8
<u>Shop</u>							
Shop Superintendent	1	1	1	1	1	1	1



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	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>FY 2006</u>	<u>FY 2007</u>
Mechanics	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
Sub-total	3	3	3	3	3	3	3
<u>Recreation Department</u>							
Director	1	1	1	1	1	1	1
Deputy Director	1	1	1	1	1	1	1
Maintenance Superintendent	1	1	1	1	1	0	0
Athletic Director	1	1	1	1	1	1	1
Recreation Program Director	1	1	1	1	1	1	1
Park Superintendent	1	1	1	1	1	0	0
Facilities/Grounds Manager	0	0	0	0	0	1	1
Maintenance Worker	1.5	1.5	1.5	1.5	1.5	2	2
Secretary Senior	1	1	1	1	1	1	1
Office Assistant/Receptionist	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Sub-total	9.5	9.5	9.5	9.5	9.5	9	9
<u>Public Utilities</u>							
Public Utilities Director	1	1	1	1	1	1	1
Project Engineer	1	1	1	1	1	1	1
Administrative Secretary	1	1	1	1	1	1	1
Superintendent - Filter Plant	1	1	1	1	1	1	1
Water Plant - Chief Operator	1	1	1	1	1	1	1
Senior Operator	1	1	1	1	1	1	1
Water Plant Operator I	1	1	1	1	1	1	1
Water Plant Operator II	3	3	3	3	3	4	4
Water Plant Operator III	1	1	1	1	1	1	1
Water Plant Operator IV	2	2	2	2	2	2	2
Water & Sewer Superintendent	1	1	1	1	1	1	1
Water & Sewer Supervisor	1	1	1	1	1	1	1
Facilities Supervisor	1	1	1	1	1	1	1
Municipal Service Workers	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>8</u>	<u>8</u>
Sub-total	23	23	23	23	23	25	25
<u>Building Maintenance</u>							
Facilities Manager	1	1	1	1	1	1	1
Municipal Service Worker	1	1	1	1	1	1	1
Municipal Service Worker-P/t	0	0	0.5	0.5	0.5	0.5	0.5
Municipal Service Worker-P/t	<u>0</u>	<u>0</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Sub-total	2	2	3	3	3	3	3
<u>Human Services Department</u>							
Director	1	1	1	1	1	1	1
Eligibility Worker	4	4	4	4	4	4	4
Social Worker	3	3	3	3	4	4	4
Office/Clerical	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
Sub-total	11	11	11	11	12	12	12
Total City Employees	<u>179.5</u>	<u>179.5</u>	<u>180.0</u>	<u>184.5</u>	<u>185.5</u>	<u>191.0</u>	<u>196.0</u>

\* Full-time equivalents (FTE's), including Constitutional Officers

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