

PURPOSE

The James City Service Authority finances, constructs, operates, and maintains public water and sewer systems within the Primary Service Area which is the area designated by the County's Board of Supervisors for the provision of water and sewer services. Operational and maintenance responsibilities include wells, water distribution lines, sewage pumping stations, and sewage collection lines. Expenses are charged directly to a particular project or are allocated to the different operating areas as indirect costs.

The Administrative Fund accounts for indirect costs and allocates to the Water and Sewer funds based on the number of customers, system work orders, number of facilities, miles of water/sewer lines, and capital assets value. Personnel perform job duties that impact both Water and Sewer funds. The current allocation provides for a ratio of 42 percent from Water Fund and 58 percent from Sewer Fund.

BUDGET SUMMARY

	<u>FY 13 Adopted</u>	<u>FY 14 Plan</u>	<u>FY 14 Adopted</u>
<u>Expenses:</u>			
Personnel Expenses	\$ 4,569,183	\$ 4,547,811	\$ 4,662,400
Operating Expenses	1,706,811	1,741,204	1,713,835
Capital Outlay	<u>144,000</u>	<u>99,500</u>	<u>54,500</u>
Total	\$ <u>6,419,994</u>	\$ <u>6,388,515</u>	\$ <u>6,430,735</u>
<u>Allocation of Expenses:</u>			
Water Fund	\$ 2,696,397	\$ 2,683,176	\$ 2,700,909
Sewer Fund	<u>3,723,597</u>	<u>3,705,339</u>	<u>3,729,826</u>
Total	\$ <u>6,419,994</u>	\$ <u>6,388,515</u>	\$ <u>6,430,735</u>

PERSONNEL

Full-Time Personnel	63	63	63
Part-Time Personnel	2	2	2

BUDGET COMMENTS

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

The FY2014 Administrative Budget increases 0.17 percent from the FY2013 budget. Increased costs include salaries, health insurance premiums, fuel, and maintenance coverage for the Operations Center HVAC system after the initial warranty period. The FY2014 capital outlay adopted budget includes two vehicle replacements while the FY2014 capital outlay plan included three vehicle replacements. This savings will be possible by re-using a County surplus vehicle.