



# COUNTY OF PRINCE GEORGE

Finance Department

P.O. Box 68


Prince George, VA 23875

Phone (804) 722-8710 Fax (804) 732-1966

Betsy Drewry  
Director of Finance

June 1, 2017

To: Percy C. Ashcraft, County Administrator

From: Betsy Drewry, Director of Finance 

Re: FY18 Budget Appropriation

The Prince George County Board of Supervisors adopted the FY2017-18 Budget on May 9, 2017. The Board adopts a resolution annually to appropriate and authorize spending by fund. The appropriation resolution for consideration is attached detailing by fund and department or category budgeted revenues and expenditures.

**FY2018 Budget Highlights** are shown below.

The **Total Adopted** budget is \$114,018,234, \$2,183,630 more than the FY16/17 adopted budget.

- There were no taxes increased in the adoption of the FY17/18 budget.

The **General Fund** budget is \$53,555,351, \$1,334,561, 2.56% greater than the FY16/17 adopted budget.

- 2 New positions approved (Case Manager in Department of Social Services; Pretrial Officer in Community Corrections)
- Funding for Planner I in Community Development & Code Compliance (Authorized, but not funded previously)
- Eliminated Funding for Project Management Specialist in County Administration
- Eliminated Part-Time Pretrial Officer in Community Corrections
- Health Insurance – 7.68% Increase – all County/employer paid
- Vehicle, equipment and information technology project spending of nearly \$394,000

The adopted **School System** operating budget is \$60,498,509 with a local transfer in the amount of \$16,250,249, \$672,999 more than the FY16/17 budgeted transfer. New for FY17/18 is elimination of the Comprehensive Services Act (CSA) local match reduction from the County / School Memorandum of Understanding (MOU) local transfer calculation (estimated at \$350,000). The School Division will receive the full local transfer from the MOU calculation, and transfer to the County, the amount of locally funded CSA private IEP placements. The School System Federal Programs, Textbook, and School Nutrition budgets are \$2,415,804; \$691,065; and \$2,817,669 respectively. The School System's total budget of \$66,423,047 grew by \$1,707,084, 2.64% overall.

## **Continued**

The **Utilities** budget is \$7,549,958, \$1,469,641 more than the FY16/17 adopted budget. This increase is attributable to planned capital project spending and an estimated \$500,000 increase in purchased sewer services from Hopewell. The Board of Supervisors approved Utility Fee increases for FY2018 to realign utility revenues to cover annual operating and capital expenses (10 percent increase in water fees; 20 percent increase in sewer fees). The Utility fund is also projected to use \$911,530 in fund balance.

There is no projected use of General Fund Balance in the adopted FY17/18 budget, demonstrating a continued commitment to eliminate dependence on Fund Balance for operations.

The capital projects appropriated as part of the adopted budget include a transfer of \$75,932 for Fire/EMS Apparatus to meet the board's commitment of \$0.02 of Real Estate Taxes for Fire/EMS apparatus purchases. Other capital project spending and purchases will be made through borrowing / debt service.

I am available at your convenience to answer questions or concerns.

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Prince George County Administration Building, 6602 Courts Drive, Prince George, Virginia this 13th day of June, 2017:

---

Present:

William A. Robertson, Jr., Chairman  
Donald Hunter, Vice Chairman  
Alan R. Carmichael  
T. J. Webb

Vote:

---

On motion of \_\_\_\_\_ seconded by \_\_\_\_\_, which carried a vote of \_\_\_\_\_ the following resolution was adopted:

RESOLUTION; APPROPRIATION OF FUNDS FOR FISCAL YEAR 2017-2018 FOR PRINCE GEORGE COUNTY.

BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 13th day of June, 2017 that the Budget for Prince George County in the sum of \$114,018,234, for Fiscal Year 2017-2018 be and is hereby approved as set forth below; and that such sums be and are hereby appropriated to the funds indicated, which monies are to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

ESTIMATED REVENUE

<u>Fund</u>	<u>Source/Fund Description</u>	<u>Amount</u>
100	General Property Taxes	\$ 34,156,000
	Other Local Taxes	6,374,930
	Permits, Privilege Fees & Licenses	361,450
	Fines & Forfeitures & Uses of Money & Property	583,700
	Charges for Services	1,010,100
	Miscellaneous & Recovered Costs	201,550
	State, Federal and Other Sources	10,867,621
	TOTAL GENERAL FUND	<u>\$ 53,555,351</u>
217	Community Corrections	\$ 1,001,395
218	Adult Education	885,877
213	Tourism	405,000

215	Economic Development	1,327,455
220	Storm Water	442,000
227	LOSAP	175,500
311	Capital Projects	475,932
401	Debt Service	8,051,178
500	School Operating	60,498,509
510	Federal Programs (formerly Title I)	2,415,804
520	School Textbooks	691,065
540	School Cafeteria	2,817,669
600	Utilities Operating	5,536,227
610	Utilities Replacement Reserves	185,000
620	Utilities Capital	1,828,731
960	Special Social Services	15,000
	Total Non-General Fund Revenues	\$ 86,752,342
	Less: interfund transfers	(26,289,459)
	<b>TOTAL REVENUE - ALL FUNDS</b>	<b>\$ 114,018,234</b>

#### APPROPRIATIONS

<u>Fund</u>	<u>Departme</u>	<u>Title</u>	<u>Amount</u>
100	0100	Board of Supervisors	\$ 117,735
	0101	County Administration	401,947
	0102	County Attorney	324,105
	0103	Human Resources	323,226
	0200	Commissioner of the Revenue	460,976
	0201	Treasurer	573,275
	0202	Clerk of Circuit Court	567,741
	0203	Sheriff	1,116,165
	0204	Commonwealth's Attorney	590,841
	0300	Community Development, Code Compliance	1,216,969
	0401	Assessor	489,680
	0402	Finance	723,823
	0403	Information Technology	525,381
	0405	County-Wide Information Technology	348,000
	0502	County Garage	462,390
	0503	Refuse Disposal	58,823
	0504	General Properties	2,180,356
	0505	Parks & Recreation	991,843
	0506	County Engineering	4,000
	0601	Police Department	5,360,344
	0602	Grants/Law Enforcement	-
	0603	Emergency Communications Center	1,106,330
	0604	Prince George Fire Department	56,025
	0605	Disputanta Fire Department	41,875
	0606	Carson Fire Department	70,576
	0607	Burrowsville Fire Department	40,823

0608	Jefferson Park Fire Department	54,425
0609	Prince George Emergency Crew	11,000
0610	Fire and EMS	2,716,746
0611	Animal Control	442,716
0612	Emergency Management	57,623
0613	SAFER Grant	-
0614	Fire and EMS Grants	-
0701	Welfare Administration	1,981,766
0702	Public Assistance (incl. SLH)	603,871
0703	CSA/At Risk Youth	15,000
0704	CSA State Reimbursed	1,260,000
0706	Tax Relief for Elderly/ Disabled	250,000
0901	Registrar	270,977
0902	Circuit Court	126,591
0903	General District Court	48,360
0904	Magistrate	475
0906	Victim Witness	113,998
0907	Board and Care of Prisoners	1,476,332
0908	Court Services	2,100
0909	Juvenile Services VJCCCA	73,441
0910	Local Health Department	222,377
0911	Dist. 19 MHMR Services Board	107,342
0912	Contributions to Colleges	14,494
0913	Regional Library	592,224
0914	Soil & Water Conservation	18,000
0915	Resource Cons. & Develop. Council	3,000
0916	Cooperative Extension Office	79,880
0917	Other Functions	261,024
0918	Farmer's Market	10,959

Contingencies	435,732
Transfer to Schools-Operating	16,250,249
Transfer to LOSAP Fund	135,000
Transfer to Countywide Debt Service	7,223,095
Transfer to Economic Development	376,112
Transfer to Community Corrections	91,260
Transfer to Capital Projects Fund	75,932
TOTAL GENERAL FUND	\$ 53,555,351
Less: Transfers to Other Funds	(24,151,648)
Total General Government, less transfer	\$ 29,403,703

217	Community Corrections	\$ 1,001,395
218	Adult Education	885,877
213	Tourism	405,000
215	Economic Development	1,327,455
212	Stormwater	442,000

227	LOSAP	175,500
311	Capital Projects	475,932
401	Debt Service	8,051,178
500	School Operating	60,498,509
510	Federal Programs (formerly Title 1)	2,415,804
520	School Textbooks	691,065
540	School Cafeteria	2,817,669
600-630	Utilities - Water and Sewer	7,549,958
960	Special Social Services	15,000
	Less: Interfund Transfers	<u>(26,289,459)</u>
	Total Non-General Fund Expenditures	\$ <u>60,462,883</u>
Total Budgeted Expenditures - FY 2017-2018		<u><u>\$ 114,018,234</u></u>

BE IT FURTHER RESOLVED that for the fiscal year beginning on the first day of July 2017, and ending on the thirtieth day of June 2018, the following shall be adopted:

The Treasurer of the County of Prince George be and is hereby authorized to transfer from FUND 100 – General OPERATING as funds become available.

The County Administrator may increase appropriations for non-budgeted revenue items not to exceed \$5,000 per occurrence.

Appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the Board of Supervisors, by appropriate ordinance or resolution, changes or eliminates the appropriation. This section applies appropriations in the FY2017-2018 budget as adopted or amended by the Board of Supervisors.

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator