

MEMORANDUM

DATE: November 12, 2003  
TO: The Board of Supervisors  
FROM: Suzanne R. Mellen, Director of Budget and Accounting  
SUBJECT: State Employee Raises

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During the FY 2003-FY 2004 budget process, the State of Virginia indicated that they would award State employees an increase of 2.25 percent effective December 1, 2003, if certain revenue projections were met. Additionally, the Board of Supervisors agreed to provide the Sheriff's Department an additional 1.25 percent increase if the State raises were approved. Due to this uncertainty, the County did not include the increases in the adopted budget. After the James City County budget was adopted, the State removed the revenue projection stipulation and adopted the increases as part of their budget. The attached resolution appropriates the amount of salary increases for the remaining seven months of FY 2004 for the affected departments. The County share of these increases is provided through the contingency account.

Staff recommends approval of the attached resolution.

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Suzanne R. Mellen

CONCUR:

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John E. McDonald

SRM/tlc  
compbdrise.mem

Attachment