

DESCRIPTION OF SERVICES

To provide quality, diversified, risk management and financial services, driven by customer needs, with divisions providing accounting and information services in support of James City County goals.

OBJECTIVES

1. Provide adequate financial information to Departments and Board of Supervisors in order to allow and encourage informed decisions.
2. To develop and manage annual budgets.
3. To oversee risk management, safety, wellness, and insurance programs.
4. To provide mail and courier service for operating departments.

BUDGET SUMMARY

	<u>FY 04 Budget</u>	<u>FY 05 Adopted</u>	<u>FY 06 Adopted</u>
Personnel	\$ 487,032	\$ 519,053	\$ 540,872
Operating	406,950	429,203	450,659
Other	(58,813)	(69,313)	(74,316)
Total	<u>\$ 835,169</u>	<u>\$ 878,943</u>	<u>\$ 917,215</u>

PERSONNEL

Full-time Personnel	7	7	7
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WORKLOAD INDICATORS

	<u>FY 04 Adopted</u>	<u>FY 05 Adopted</u>	<u>FY 06 Adopted</u>
Insurance Claims Filed	71	76	80
Insurance Reports Reviewed	292	300	325
Outgoing Metered Mail	132,201	135,000	138,000

BUDGET COMMENTS

This budget allows for continued maintenance of service. The overall budget increases 5.2 percent in FY 2005 and 4.4 percent in FY 2006. The major contributor to those increases has been in the renewal of property insurance coverage. Investing premiums at low market rates and higher losses due to Hurricane Isabel have both proven costly for the VML insurance pool that the County participates in.