

PURPOSE

The James City Service Authority finances, constructs, operates, and maintains public water and sewer systems within the Primary Service Area. 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 Administration Fund allocation formula is based on the number of customers, system work orders, number of facilities, miles of water/sewer lines, and capital assets value. The current allocation provides for a ratio of 42 percent from Water Fund and 58 percent from Sewer Fund.

BUDGET SUMMARY

	<u>FY 10 Adopted</u>	<u>FY 11 Proposed</u>	<u>FY 12 Proposed</u>
<u>Expenses:</u>			
Personnel Expenses	\$ 4,259,460	\$ 4,060,947	\$ 4,117,093
Operating Expenses	1,673,046	1,508,311	1,513,786
Capital Outlay	<u>35,000</u>	<u>27,000</u>	<u>79,500</u>
Total	<u>\$ 5,967,506</u>	<u>\$ 5,596,258</u>	<u>\$ 5,710,379</u>
<u>Allocation of Expenses:</u>			
Water Fund	\$ 2,506,353	\$ 2,350,428	\$ 2,398,359
Sewer Fund	<u>3,461,153</u>	<u>3,245,830</u>	<u>3,312,020</u>
Total	<u>\$ 5,967,506</u>	<u>\$ 5,596,258</u>	<u>\$ 5,710,379</u>

PERSONNEL

Full-Time Personnel	64	60	60
Part-Time Personnel	2	2	2

BUDGET COMMENTS

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

The Administrative Budget decreases 6.2 percent in FY 2011 and increases 2.0 percent in FY 2012. The decrease in FY 2011 is due to the elimination of two Full-Time Regular Construction Inspector positions, the transfer of two Full-Time Regular positions (Maintenance Mechanic and Operations Technician) to the Sewer Fund, deferring an easement clearing contract, a reduction in employee training and a reduction in vehicle fuel consumption. The increase in FY 2012 is for health insurance premiums, vehicle maintenance, grounds maintenance contract and replacement of a SUV and a ¾ Ton Truck.